

AGENDA

All items are for discussion and possible action.
Perquimans County Board of Commissioners
Commissioners' Room - Courthouse Annex Building
February 3, 2020
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: January 6, 2020 Regular Meeting & January 21, 2020 Work Session
 - B. Tax Refund Approvals
 - C. Personnel Matters
 - 1. Certification: Part-Time/Fill-In Certified Telecommunicator
 - 2. Appointment: P/T Assistant Supervisor – Board of Elections
 - D. Merit/Step Increases
 - 1. Department Heads (2)
 - 2. DSS (2)
 - 3. Board of Elections (1)
 - E. Budget Amendment No. 11
 - F. Board Appointments/Reappointment/Resignation
 - 1. Resignation: Community Advisory Committee
 - 2. Resignation: Recreation Advisory Board – Town of Winfall
 - 3. Appointment: Recreation Advisory Board – Town of Winfall
 - G. Resolution: Authorizing Removal of Certain Records from Register of Deeds' Office
- V. **Board Presentation & Introduction of New Employee**
 - A. Introduction of New Employee
 - A. EMS Shift Supervisor
 - B. Presentation of Flag to Board of Commissioners
- VI. **Scheduled Appointments**
 - A. Bill Jennings, Tax Administrator 7:00 p.m.
 - B. Susan Chaney, Social Services Director 7:05 p.m.
 - C. Jonathan Nixon, Emergency Services Director 7:10 p.m.
 - D. 7:15 p.m.
 - E. 7:20 p.m.
- VII. **Commissioner's Concerns/Committee Reports**
 - A. Alan Lennon, Tourism Development Authority Updates
 - B. Joseph Hoffer, Updates on Repairs to Civil War Monument at Corner of King & Hyde Park Streets
 - C.
- VIII. **Old Business**
 - A. Updates from County Manager
 - B. Board Appointments
 - 1. Community Advisory Committee
 - 2. Board of Adjustment
 - 3. Commissioners' Board Appointments

ACTION
REQUIRED

NO
ACTION
REQUIRED

- ACTION REQUIRED**

IX. New Business

 - A. Lease Purchase Agreement: Nationwide Capital, LLC
 - B. Resolution Supporting Firefighters Responding to Fires During Working Hours
 - C.
 - D.
 - E.
 - F.
- NO ACTION REQUIRED**

X. Unscheduled Appointments/Public Comments
(If you wish to address the Board, please state your name for the record prior to speaking. Comments are usually limited to three (3) minutes.)

 - A.
 - B.
 - C.
- ACTION REQUIRED**

XI. Closed Session: Per NCGS #143-318-11(3) – Consult with Attorney regarding a Legal Matter & Closed Session Minutes
(After the Closed Session, the Board is subject to return to Open Session and may take action as needed on any items discussed during Closed Session).
- XII. Adjournment**

FOR INFORMATION ONLY:

- Extension Special Advisory Luncheon Invitation
- 2009 – 2019 Tri-County Animal Shelter Statistics
- Prescription Discount Card Program

DEPARTMENT HEAD REPORT:

- Plat Log
- Building Inspector's Report & Update on Inspection Department Transition
- Code Enforcement's Report

COMMITTEE WRITTEN REPORTS:

- 911 Communications Division Advisory Board Minutes – sent to the Board via e-mail on 1/17/2020
- Perquimans EMS Peer Review Minutes – sent to the Board via e-mail on 1/17/2020

NOTES FROM THE COUNTY MANAGER
February 3, 2020
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. **Enclosure:** The introductions will be made:
 - **Jonathan Nixon:** Mr. Nixon, Emergency Services Supervisor, will introduce Bethany Buttram, who was promoted to Full-Time Shift Supervisor effective January 1, 2020.
 - **County Manager Heath:** Mr. Heath will present a flag to the Board of Commissioners.
- VI.A. **Enclosures.** Bill Jennings, Tax Administrator, will present his monthly report.
- VI.B. Susan Chaney, Social Services Director, will present her monthly report.
- VI.C. Jonathan Nixon, Emergency Services Director, will hold the Public Officials Conference. The Hertford & Winfall Town Councils, Town Mayors, and Hertford Town Manager were invited to attend the meeting.
- VII.A. Alan Lennon will present an update on Tourism Development Authority.
- VII.B. Joseph Hoffler will update the Board on the resoration of the Civil War memorial on the corner of King and Hyde Park streets.
- VIII.A. County Manager Heath will present several updates to the Board.
- VIII.B. **Enclosures:** Updates on the following Board vacancies (Volunteer Listing is enclosed):
 1. **Community Advisory Committee:** As you noticed earlier in the meeting, Walker Rayburn has resigned from the Community Advisory Committee. Ms. Anne White is taking the training required to serve on this committee. We have a total of four vacancies now. Mary Hunnicutt, Clerk to the Board, has not received any letters or phone calls from individuals wishing to serve on this Board since last month's meeting. Board direction is being requested.
 2. **Board of Adjustment:** As reported last month, Ed Muzzulini moved out of town and had to resign from his Board of Adjustment appointment. Board action is being requested.
 3. **Commissioners' Board Appointments:** As instructed at the January meeting, Mary Hunnicutt, provided the Board with the Commissioners' Board Appointments. The Board was asked to review the listing and let the Chairman know if there needed to be any changes.
- IX.A. **Enclosure.** The Board of Elections is recommending the approval of the attached lease purchase agreement with Nationwide Capital, LLC for election equipment. The term of the lease is five years at a cost of \$40,000 per year. Board action is being requested.
- IX.B. **Enclosure.** At the Board's January Work Session, Commissioner Lennon discussed a concern regarding firefighters being allowed to leave work to fight a fire. After talking to one of the Chiefs, Mr. Lennon sensed a concern that they do not have enough firefighters to respond to calls during working hours since many of their volunteer firefighters are working during the daylight hours. Mr. Lennon suggested that the Board adopted a Resolution encouraging businesses to allow volunteer firefighters to respond to emergency calls during working hours. Board action is being requested.
- XI. **Enclosure.** Pursuant to NC General Statute 143-318.11(3), the Board will need to go into Closed Session to consult with their attorney regarding a legal matter and to approve Closed Session Minutes.

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 – January 6, 2020 Regular Meeting & January 21, 2020 Work Session
- B. **Enclosure:** Tax Refund – See attached listing
- C. **Enclosures:** Personnel Matters

Employee Name	Employee Job Title	Action Required	Grade/ Step	New Salary	Effective Date
Brandon Melton	PT/FI Certified Telecommunicator	Certification	62/1	\$14.02/hr.	02/01/2020
Devin Wilder	P/T Assistant Supervisor – Board of Elections	Appointment	n/g	\$9.55/hr.	02/01/2020

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

Employee Name	Employee Job Title	Grade/Step	New Salary	Effective Date
Tracy Mathews	Finance Officer	72/11	\$57,785	02/01/2020
Shelton White	Sheriff	75/13	\$69,241	02/01/2020
Nicole Elliott	Administrative Officer I	67/12	\$47,528	02/01/2020
Natalie Verner	IMC III Lead Worker - F&C Medicaid	65/3	\$34,934	02/01/2020
Holly Hunter	Board of Elections Supervisor	64/5	\$35,101	02/01/2020

E. **Enclosure:** The Board will need to take action of the enclosed Budget Amendment No. 11.

F. The following Board resignations/appointment will need to be considered for action:

Name	Board/Committee	Term	Appt.	Expire
Walker Rayburn	Community Advisory Committee			03/31/2020
Steve Congdon	Recreation Advisory Board – Town of Winfall			02/01/2020
Virginia P. Hathaway	Recreation Advisory Board – Town of Winfall	Complete Steve Congdon's term		06/30/2020

G. **Resolution for Removal of Certain Public Record Books:** Jacqueline Frierson, Register of Deeds, is requesting the adoption of the enclosed resolution to remove certain Public Record Books for repair, restoration, and rebinding. Board action is being requested.

asked County Attorney High if it would be proper procedure to nominate the current Chairman and Vice Chair and handle it as one motion. Mr. High said that the Board could handle it that way. T. Kyle Jones made a motion to nominate Wallace E. Nelson, Chairman, and Fondella A. Leigh, Vice Chair. The motion was seconded by Charles Woodard and unanimously approved by the Board. County Attorney High congratulated Mr. Nelson and Ms. Leigh on their election. Mr. Nelson thanked the Board for their support.

REAPPOINTMENT: ALBEMARLE HOSPITAL BOARD OF TRUSTEES

Chairman Nelson explained that the reappointment of Charles Woodard to the Albemarle Hospital Board of Trustees is scheduled for this month. Mary Hunnicutt, Clerk to the Board, contacted Mary Anne Keyes of the Albemarle Hospital Board of Trustees regarding the reappointment of Charles Woodard. Mr. Nelson recognized Charles Woodard who explained that, due to the fact that this Board meets before 5:30 p.m., he is unable to attend the meetings. Per his conversation with Mary Hunnicutt, he found out that Ms. Keyes notified Ms. Hunnicutt that this Board is scheduled to be disbanded in December or January. It was the consensus of the Board to leave Mr. Woodard on the Albemarle Hospital Board of Trustees until their Board decides to disband. If they decide not to disband, the Board will revisit the matter and possibly appoint another Commissioner to this Board. They asked County Manager Heath to find out more information about the Board disbanding.

SALE OF SURPLUS EQUIPMENT

County Manager Heath reported that, with the help of the Finance Office and Helen Hunter, we have sold the following surplus vehicle on GovDeals. The highest bid on the item was as follows:

BUYER	ITEM	DATE SURPLUSED	START BID	SOLD AMOUNT
Hong Nguyen	2011 Dodge Charger, VIN #2B3CL2CT5BH579342	11/4/19	\$560	\$1,200.00

Mr. Heath recommends the sale of this item. On motion made by Charles Woodard, seconded by Fondella A. Leigh, the Board unanimously approved the sale of this vehicle on GovDeals.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

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

Wallace E. Nelson, Chairman

Clerk to the Board

WORK SESSION

December 16, 2019

7:00 p.m.

Due to a lack of business to discuss, the Perquimans County Board of Commissioners Work Session on December 16, 2019 was cancelled.

REGULAR MEETING

January 6, 2020

7:00 p.m.

The Perquimans County Board of Commissioners met in a regular meeting on Monday, January 6, 2020 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 Fondella A. Leigh, Vice Chair
Joseph W. Hoffer T. Kyle Jones
Alan Lennon Charles Woodard

MEMBERS ABSENT: None

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

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

AGENDA

Chairman Nelson said that a copy of the amended Agenda was at their seats tonight. Charles Woodard made a motion to approve the Agenda, as amended. The motion was seconded by Fondella A. Leigh and unanimously approved by the Board.

CONSENT AGENDA

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

1. **Approval of Minutes:** December 2, 2019 Regular Meeting & December 16, 2019 Work Session (meeting cancelled)
2. **Tax Refund Approvals:**

PERQUIMANS COUNTY TAX REFUNDS:

Cartwright, Russell Lowery
Sold vehicle to dealership; 11-month refund. Account No. 50238659.

Dempsey, Robert Herschel
Vehicle was totaled; 8-month refund. Account No. 47665817. —S101.27

3. Personnel Matters:

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Zachary Crowe	PT/FT Paramedic	Appointment	68/1	\$18,25/hr.	01/01/2020
Bethany Bultrasm	Full-Time Shift Supervisor	Promotion	70/2	\$42,496	01/01/2020
Madeleine Liphthill	PT/FT AEMT	Certification	66/1	\$16,72/hr.	12/01/2019

4. Step/Merit Increases:

Employee Name	Employee Job Title	Grade/Step	New Salary	Effective Date
Charles Lofies	Water Supervisor	74/13	\$66,259	01/01/2020
Walker Meads	PT/FT Paramedic	68/5	\$20,12/hr.	01/01/2020
Headier Vansopy	Paramedic	68/5	\$41,859	01/01/2020
Ester White	Housekeeping Assistant	54/8	\$24,327	01/01/2020
Tammy White	Housekeeping Assistant	54/10	\$25,543	01/01/2020
Kevin Lane	Certified Deputy Sheriff	65/5	\$35,682	01/01/2020
Furan Sawyer	Deputy Sheriff / SRO (Certified)	65/5	\$35,682	01/01/2020

5. Resolutions: The North Carolina Association of County Commissioners (NCACC) has requested that the Board consider adopting the enclosed resolution since March has been designated as Women's History Month. NCACC's goal is to get all 100 counties to adopt resolution so that they may present them during their commemoration ceremony in March. The Board unanimously adopted the following resolution:

**RESOLUTION IN CELEBRATION OF THE 100TH ANNIVERSARY
OF THE PASSAGE OF THE NINETEENTH AMENDMENT TO
THE CONSTITUTION OF THE UNITED STATES**

Whereas: an organized movement to enfranchise women began in July, 1848, at a convention in Seneca Falls, NY;

Whereas: through the efforts of brave and courageous women referred to as suffragists who sacrificed family, their personal life and their financial resources for over seventy years to gain equal rights for women, especially the right to vote;

Whereas: women and men, black and white, supported the woman's suffrage movement for women to gain the constitutional right of having a voice in making the laws that govern them;

Whereas: the woman's suffrage movement led to the passage of the 19th Amendment to the Constitution of the United States in 1919; with ratification by the states by the summer of 1920;

Whereas: the National Woman's Suffrage Association dissolved in 1920 to create the League of Women Voters of the US to register voters and educate all voters;

Whereas: the League of Women Voters of North Carolina was launched on October 7, 1920, on the steps of the Guilford County Courthouse by Gertrude Weil, a politically active and tireless young woman from Goldsboro, NC;

Whereas: More than 120,000 women were registered to vote in North Carolina by 1920;

Whereas: women today constitute a majority vote in our state and the US and are running for office in higher numbers and more active in the election process than ever before in history;

BE IT RESOLVED that the 100th anniversary of women gaining the right to vote and the founding of the League of Women Voters in the United States and in North Carolina is recognized for the impact these historic accomplishments have on citizen engagement and the civic life of the community, the state and the nation.

*The Constitution of the United State of America, Amendment XIX
Women's Suffrage*

The right of the citizens of the United States to vote shall not be denied or abridged by the United States or by any State on account of sex.

Congress shall have the power to enforce this article by appropriate legislation

ADOPTED the 6th day of January, 2020.

Wallace E. Nelson, Chairman
Perquimans County Board of Commissioners

ATTESTED:

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

(SEAL)

7. Board Reappointments: The following reappointments were unanimously approved by the Board:

Name	Board/Committee	Action	Term	Effective Date
Smith, Lewis	Agricultural Advisory Board	Reappointment	3 yrs.	2/1/2020
Jennings, William	Tax Assessor/Tax Collector	Reappointment	4 yrs.	2/1/2020

8. Miscellaneous Documents:

- Enclosure: The Economic Improvement Council (EIC) has applied for the Community Service Block Grant. The State requires that they present the application to each of the counties that they represent. A copy of this application was provided to Clerk to the Board, Mary P. Hunicutt, who has made it available to the Commissioners for review. Ms. Hunicutt has been asked to return the letter stating that the application was presented in Perquimans County. This is for information only.
- Library Janitorial Contract: With the retirement of Theresa Stallings, Housekeeper at Library, the Board approved the janitorial contract with Rebecca Corpew at \$14,400 per year.

INTRODUCTION OF NEW EMPLOYEES

The following employees were introduced to the Board:

- Susan Chaney: Ms. Chaney, Social Services Director, introduced Cheryl Banks who was appointed effective December 1, 2019 as IMC II - Family & Children's Medicaid.
- Robin Truethood: Mr. Truethood, Maintenance Supervisor, introduced Christopher "Jailyn" Prince who was appointed effective January 1, 2020 as Custodian.
- Bill Jennings: Mr. Jennings, Tax Administrator, introduced Lisa Ambrose who was appointed effective November 1, 2019 as Tax Clerk -- DMV and Katelyn Moody who was appointed effective November 1, 2019 as Seasonal Tax Lister.

On behalf of the Commissioners, Chairman Nelson welcomed the new employees to Perquimans County.

BILL JENNINGS, TAX ADMINISTRATOR

Mr. Jennings presented his monthly report.

SUSAN CHANEY, SOCIAL SERVICES DIRECTOR

Ms. Chaney presented her monthly report. After her report, County Manager Heath reported to the Board that Nicole Elliott, Administrative Officer I, who is Susan's right hand person in Social Services, is in the hospital with some serious medical issues. He asked that the Board keep her and her family in their thoughts and prayers.

COMMISSIONER'S CONCERNS/COMMITTEE REPORTS

There were no commissioner's concerns/committee reports.

UPDATES FROM COUNTY MANAGER

County Manager Heath presented the following updates:

- > ALS Tax Force: Mr. Heath reminded the Board that the ALS Tax Force is scheduled to meet at the Perquimans County Library on January 13, 2020 at 10:00 a.m. The Board is welcome to attend.
- > Update on projects that were discussed and approved during the Budget Process:
 - County Website: Mr. Heath reported that the County's website is in the process of being redesigned. This should be completed by February.
 - New Phone System: Mr. Heath explained that we recently installed a new phone system for the Courthouse, Courthouse Annex, and Dobbs Street offices.
 - Salary Study: Mr. Heath notified the Board that the Salary Study Questionnaires had been completed by the full-time County employees and have been mailed to Becky Veazey, The Maps Group, today. Ms. Veazey will be in the County conducting interviews with our full-time employees.

APPOINTMENTS: COMMUNITY ADVISORY COMMITTEE

Chairman Nelson asked Mary Hunnicutt, Clerk to the Board, if we had received any applications for these three vacancies on this Committee. Ms. Hunnicutt reported that we did receive notification that Anne White has begun her training to serve on this Board. Once that has been completed, we will receive a recommendation from Albemarle Commission to appoint her to the Board. We have received no other applications or phone calls for this committee. Chairman Nelson recommended that the Board talk to individuals that they feel might be willing to serve and have them contact Mary Hunnicutt.

UPDATE ON ALBEMARLE HOSPITAL BOARD OF TRUSTEES

Chairman Nelson reported that they are still working on disbanding this Board. Their attorney is in the process and they hope that it will happen by the end of next quarter. No action is required at this time.

BOARD RESIGNATIONS & APPOINTMENTS: ED MUZZULIN'S COMMITTEES & COMMISSIONERS' BOARD APPOINTMENTS

Chairman Nelson explained that, in tonight's Agenda Packet, a letter from Ed Muzzulin explaining that he had relocated to Colorado for health reasons and he was resigning from the Board Trustees for Bethel Fire Department and the Board of Adjustment. The Board will need to appoint replacements for these openings. Mr. Nelson also reported that Ms. Hunnicutt had included in the packets a list of Boards that the Commissioners are currently serving on. He asked that the Board review the list and present any requests for changes at the February meeting. County Manager Heath explained that this covers Item D under New Business.

INTRODUCTION OF NEW COLLEGE OF THE ALBEMARLE (COA) PRESIDENT

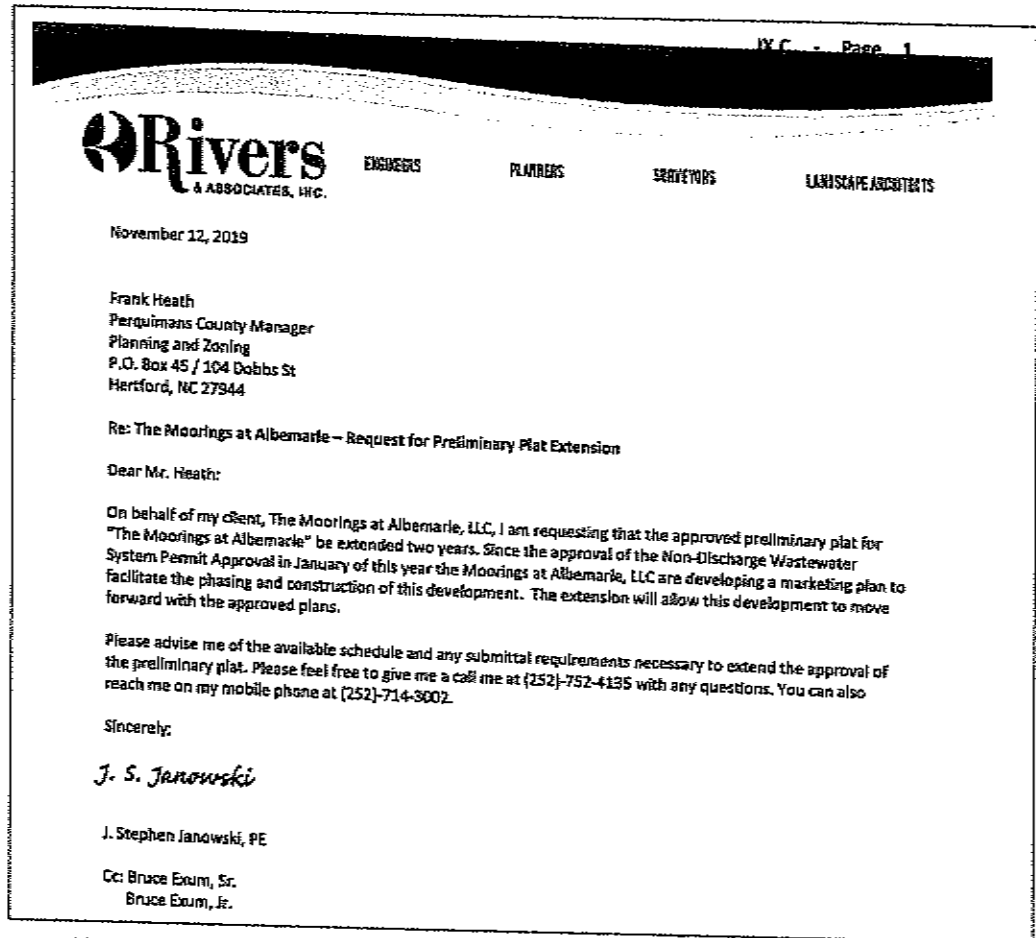
Chairman Nelson reported that the new President of COA was present tonight along with the Chairman of the COA Board of Trustees, Marion Harris, Jr. Mr. Nelson had a presentation for the Board that gave some background information on COA and showed what COA is doing for Perquimans County and the surrounding areas. After he made his presentation, he introduced Dr. Jack Bagwell, newly appointed president of COA. Dr. Bagwell thanks Mr. Nelson for his presentation provided a handout on the college and what it provides. Dr. Bagwell appreciates all that the Board of Trustees is doing with presenting information on the college. After completing his comments, he asked if there were any questions or comments from the Board. County Manager Heath said that his son will be graduating from high school with Associates in Science degree. He further explained how that impacts his family and thanked the COA for offering that program. Commissioner Woodard said that, since was older than Mr. Heath, his grandson has also participated in this program and that he has had several employees for him that have taken advantage of that program. Chairman Nelson made further comments on how COA has benefited him.

BOARD TRUSTEE FOR BETHEL FIRE DEPARTMENT

Clerk to the Board, Mary Hunnicutt, reminded Chairman Nelson that we overlooked the appointment of Chad Mathews to the Board Trustee for Bethel Fire Department. Chairman Nelson said that we had received a recommendation from the Bethel Fire Department to appoint Chad Mathews onto the Board Trustee for Bethel Fire Department to complete Ed Muzzulin's term which will expire on September 30, 2020. On motion made by T. Kyle Jones, seconded by Charles Woodard, the Board unanimously approved to appoint Chad Mathews to complete Ed Muzzulin's term which will expire on September 30, 2020.

PLANNING ITEM: THE MOORINGS AT ALBEMARLE – REQUEST FOR PRELIMINARY PLAT EXTENSION

Chairman Nelson recognized Rhonda Money, GIS Mapper/Planner, who presented an update on the request. Ms. Money explained that, according to our Subdivision Regulations, the final plat for the first phase of a subdivision should be submitted not more than 24 months after the date that the preliminary plat was approved. The Moorings at Albemarle preliminary plat was approved on September, 2017. That is why they are here tonight requesting a two-year plat extension tonight. After Ms. Money made her few comments, Steve Janowski of Rivers & Associates presented the following letter requesting the two-year preliminary plat approval:



Mr. Janowski explained the delays that they had with obtaining permits. Now that they have received all the permits, they are ready to move forward. On motion made by Fondelia A. Leigh, seconded by Charles Woodard, the Board unanimously approved the two-year preliminary plat approval.

REGISTER OF DEEDS: REDUCTION IN SALARY PURSUANT TO GS 153A-92

County Manager Heath explained the process and asked the Board to adopt the resolution. On motion made by T. Kyle Jones, seconded by Joseph W. Hoffer, the Board adopted the following Resolution:

Pursuant to G.S. 153A-92, the Board of County Commissioners adopted this Resolution reducing the Register of Deeds' salary from \$49,196 (Grade 70/Step 8) to \$41,462 (Grade 70/Step 1) to become effective December 1, 2020. This action is taken in compliance with General Statute 153A-92 in reference to compensation of County officers in the General Election. A motion to approve the above was made by T. Kyle Jones, seconded by Joseph W. Hoffer. Motion unanimously passed.

PUBLIC COMMENTS

After Chairman Nelson explained the rules for public comments, the following comments were made:

- > Aaron Saunders: Mr. Saunders presented the following information to the Board regarding rural internet service:

Today High Speed Internet Is a Necessity

Perquimans County Residents Urge County Commissioners to Take Action

On December 10, 2019 close to 100 concerned citizens met to discuss the lack of high speed internet in Perquimans County. Two local internet providers and two representatives from the North Carolina Department of Information Technology addressed the group. They helped answer questions and explore options for solutions to bringing high speed internet to areas currently lacking service. A county commissioner was invited to the forum but was unable to attend.

Concerns expressed by the citizens include:

- A large portion of Perquimans County does not have high speed internet
- High speed internet has moved from being a luxury to becoming a necessity for most people, for example:
 - People are increasingly directed to go to government web sites to obtain information to register or to apply for a variety of services (such as Social Security, Medicare and Department of Agriculture services);
 - Business websites increasingly use websites to register products, provide support services; and

People often use the internet to research best options available among service providers (such as insurers), a slow, laborious chore without high speed internet

- Students are being hampered by the lack of service to their homes, necessitating going to the public libraries till late in the evening to complete assignments—an added burden not all can do
- People looking to move to our area, especially professional people and entrepreneurs, will want high speed internet at their place of business and their homes because:
 - They often (sometimes exclusively) do business from home;
 - They want their children to have the educational, social, and cultural benefits of high speed internet; and
 - They enjoy the range of entertainment options available through high speed internet.

- Locals who have lived here for years or all of their lives do not want to be excluded from a future that is dependent on high speed internet for business, education, and entertainment—they are tired and increasingly agitated about being overlooked, left-out, and ignored.
- Camden County provides a local example of how the problem can be managed effectively and in a timely manner

Based on the need and the level of concern among citizens, we urge the Commissioners

1. To become actively engaged in creating a plan to bring high speed, broadband internet to all of Perquimans County, and
2. To include high speed, broadband internet for all of Perquimans County as an economic development priority

> Steve Lane, Inteliner: Mr. Lane has been actively working with this problem and asks to be added to the February and March Agenda to present a formal proposal to the Board. In February, he wants to share their plan and ask for local, state, and federal government support through grant funding.

CLOSED SESSION: CONSULT WITH ATTORNEY REGARDING ACQUISITION OF REAL PROPERTY & CLOSED SESSION MINUTES

Pursuant to NC General Statute 143-318.11(3), T. Kyle Jones made a motion to go into Closed Session to consult with attorney regarding acquisition of real property 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 Charles Woodard, seconded by Fondella A. Leigh, and unanimously approved by the Board.

ACTION FROM CLOSED SESSION

On motion made by T. Kyle Jones, seconded by Charles Woodard, the Board authorized County Manager Heath and County Attorney High to proceed with the purchase of the building located at 101 ARPDC Street, Hertford, NC currently owned by Trillium. Before the vote, Commissioner Lennon asked if there was going to be any announcement that the County is purchasing this building. His concern is that the general public thinks that, after the Closed Session, nothing is usually handled and they leave. He wants to stay clear of any sense of impropriety and that this is common knowledge. This began a discussion on how to notify the public that there could be an open session after the closed session. Mary Hunnicutt said that she could contact her fellow clerks to see how they handle this type of situation. County Manager Heath said that we could add this statement to the Agenda by the Closed Session item: (After the Closed Session, the Board is subject to return to Open Session and may take action as needed on any items discussed during Closed Session). Chairman Nelson suggested that we could have a Closed Session Report and Potential Action and if there was nothing to report just come out of Closed Session and state that there was nothing to report from Closed Session. Mr. Heath said that, once the deal closes, the County could put out some kind of notice to the public.

On motion made by Alan Lennon, seconded by Charles Woodard, the Board approved the following Budget Amendment No. 10 to cover the purchase of this building:

**BUDGET AMENDMENT NO. 10
GENERAL FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-399-000	Fund Balance Appropriated		
10-690-970	PORT Building Acquisition	250,000	
EXPLANATION: To amend FY 19/20 budget to purchase the PORT Building		250,000	

ADJOURNMENT

There being no further comments or business to discuss, the Regular Meeting was adjourned at 8:10 p.m. on motion made by Charles Woodard, seconded by T. Kyle Jones.

Wallace E. Nelson, Chairman

Clerk to the Board

WORK SESSION

January 21, 2020

7:00 p.m.

The Perquimans County Board of Commissioners met in a regular Work Session on Tuesday, January 21, 2020, at 7:00 p.m. in the Commissioners' Room located on the first floor of the Perquimans County Courthouse Annex.

MEMBERS PRESENT: Wallace Nelson, Chairman Fondella Leigh, Vice Chair
Joseph W. Hoffer T. Kyle Jones
Alan Lennon 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. The following matters were discussed.

PERQUIMANS WELLNESS CENTER

Chairman Nelson discussed the possibility of partnering with someone (like Vidant) to build a wellness center onto the current Recreation Center. He gave some of the background from when the Recreation Center was built until now. As things move forward, he will keep the Board up to date on the progression.

COMMISSIONERS' BOARD RETREAT

County Manager Heath explained that he had requested that the Board members bring their calendars so that we could discuss a date for the Commissioners' Board Retreat. After reviewing their

calendars, it was decided to have it on March 20th starting at noon and going until with a possible break for dinner. It was the consensus of the Board to use Neil Emory of NCACC to facilitate the meeting if he is available. Chairman Nelson asked that, if any of the Commissioners have any long range plans that they would like to discuss, let him or County Manager Heath know so that we can place it on the Agenda.

MISCELLANEOUS ITEMS

Commissioner Lennon said that he has a short-range plan that he would like to discuss. At the awards banquet at Inter-County Fire Department, he said that Chief Bobby Swayne expressed a concern that they are having a difficult time to get responders for daylight hours. Because businesses are now moving from a mom and pop store to larger chains, their owners are not as willing to let the first responders off to go to a fire call. Mr. Lennon asked if there was some kind of Resolution that the Board could adopt to show support and encourage people to volunteer and let them know that the Board supports their efforts. He feels that the volunteer fire departments would appreciate this. County Manager Heath asked if Mr. Lennon could provide him with some language to use. Mr. Lennon said that maybe Jonathan Nixon could assist with that better than he could.

Commissioner Hoffer mentioned about the architect coming Thursday to look at the Civil War Monument that is located on the corner of King and Hyde Park Streets to see what he can do to improve it. Commissioner Lennon stated that he would like to be on the February Agenda to update the Board on the Tourism Development Authority (TDA) activities.

Commissioner Leigh reported that Melody Wilkins, Executive Director of Albemarle Commission, submitted her resignation to take another job. They are looking for an Interim Director at this time. She is sure that the Board will be hearing more about this later.

Clerk to the Board, Mary Hunnicutt, reported that she had sent out an e-mail to her ClerkNet regarding the notation of an open session after the closed session. A majority of the responses said that their Agendas are similar to our Agenda when going into a Closed Session. They mentioned that, when they are going into to Closed Session, sometimes the Chairman notifies the public that action may be taken after the Closed Session adjourns. She just wanted to update the Board on what she found out.

ADJOURNMENT

There being no further business to discuss, the Chairman adjourned the meeting at 7:40 p.m.

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

January 28, 2020

Tax Refunds: (Perquimans County)

William & Joyce Elliot \$1598.31
Mr. & Mrs. Elliot were billed incorrectly. Their grandson's new house was added to his parcel in error. Corrections have been made and new house has been added to correct parcel.
Account#: 306240

EMPLOYMENT ACTION FORM

DATE SUBMITTED: January 14, 2020

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Brandon Melton

SOC. SEC. NO.: _____

POSITION: Certified Telecommunicator PART-TIME FILL-IN DEPT.: 911 Communications

STATUS CHANGE EFFECTIVE DATE: January 1, 2020

GRADE: 62 STEP: 1 SALARY: \$14.02 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

[Signature]

DATE: 1-14-2020

COUNTY MANAGER APPROVAL

[Signature]

DATE: 1/29/2020

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 1-6-2020

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Devin Wilder

SOC. SEC. NO. _____

POSITION: Deputy Director

DEPT.: Board of Elections

NEW EMPLOYEE EFFECTIVE DATE: 1/20/2020
GRADE: _____ STEP: _____ SALARY: \$9.55 an hr
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

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

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

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

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

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

[Signature]
DATE: 1/6/2020

[Signature]
DATE: 1/29/2020

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 1/24/2020

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Tracy Mathews

SEC. NO.: _____

POSITION: Finance Officer

DEPT.: County Manager's Office

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.

2/1/2020 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE. Date GRADE: 72 STEP: 11 SALARY: \$57,785

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

Frank Heath

DATE: _____

DATE: 1/24/2020

FINANCE OFFICER

DATE: _____

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: SHELTON RAY WHITE, JR. _____

SOC. SEC. NO.: _____

POSITION: SHERIFF _____

DEPT.: SHERIFF'S OFFICE _____

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

CURRENT: GRADE: 75 _____ STEP: 12 _____ SALARY: \$67,594 _____

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: _____

2/1/2020 DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: 75 _____ STEP: 13 _____ SALARY: \$69,241 _____

_____ 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: 1-17-2020

COUNTY MANAGER APPROVAL

Frank Heath
DATE: 1/29/2020

FINANCE OFFICER

DATE: _____

PERQUIMANS COUNTY
DEPARTMENT OF SOCIAL SERVICES

P.O. BOX 107
Hertford, North Carolina 27944

SOCIAL SERVICES BOARD

Terissa J. Blanchard, Chair
Dianne M. Layden
Charles Woodard

252-426-7373 – FAX 426-1240

DIRECTOR
Susan M. Chaney

MEMORANDUM

Date: January 27, 2020

To: Frank Heath, County Manger
Tracy Mathews – County Finance
Mary Hunnicutt – Clerk to the Board
Nicole Elliott – DSS Admin. Officer

From: Susan Chaney – DSS Director

Susan M Chaney

Subject: Recommendation for Employee Step Raise

It is my recommendation that Perquimans Social Services employee, Nicole Elliott, receive a merit raise. I am recommending Ms. Elliott be a Grade 67; Step 12; effective February 1, 2020, with a salary of \$ 47,528.00

If you have any questions, please don't hesitate to contact me at 426-7373 ext. 128.

Perquimans County's Vision

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

EMPLOYMENT ACTION FORM

DATE SUBMITTED: Jan 27, 2020

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Nicole Elliott
POSITION: Admin. Officer I

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 OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND

Date
GRADE: STEP: SALARY: \$

DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP

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

DATE OF EMPLOYEE TERMINATION:

RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE:

Date: 2-1-2020 GRADE: 67 STEP: 12 SALARY: \$ 47,528.00

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

Susan M Chaney

DATE: January 27, 2020

COUNTY MANAGER APPROVAL

Frank Heath

DATE: 1/28/2020

FINANCE OFFICER

DATE: _____

**PERQUIMANS COUNTY
DEPARTMENT OF SOCIAL SERVICES**

P.O. BOX 107
Hertford, North Carolina 27944

SOCIAL SERVICES BOARD

Terissa J. Blanchard, Chair
Dianne M. Layden
Charles Woodard

252-426-7373 – FAX 426-1240

DIRECTOR
Susan M. Chaney

MEMORANDUM

Date: January 27, 2020

To: Frank Heath, County Manger
Tracy Mathews – County Finance
Mary Hunnicutt – Clerk to the Board
Nicole Elliott – DSS Admin. Officer

From: Susan Chaney – DSS Director *Susan Chaney*

Subject: Recommendation for Employee Step Raise

It is my recommendation that Perquimans Social Services employee, Natalie Verner, receive a step raise. I am recommending Ms. Verner be a Grade 65; Step 3; effective February 1, 2020, with a salary of \$ 34,934.00

If you have any questions, please don't hesitate to contact me at 426-7373 ext. 128.

Perquimans County's Vision

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

EMPLOYMENT ACTION FORM

DATE SUBMITTED: Jan 27, 2020

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Natalie Verner
POSITION: IMC III (Lead Wkr. F & C MA)

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 OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND

Date
GRADE: STEP: SALARY: \$

DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP

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

DATE OF EMPLOYEE TERMINATION:

RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE GRADE/STEP RAISE:

Date: 2-1-2020 GRADE: 65 STEP: 3 SALARY: \$ 34,934.00

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 Chaney

DATE: January 27, 2020

COUNTY MANAGER APPROVAL

Frank Heath

DATE: 1/28/2020

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: _____

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Holly Hunter

SEC. NO.: _____

POSITION: Director of Elections

DEPT.: Elections

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 64 STEP: 4 SALARY: \$34,265

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.

2/1/2020 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE. Date GRADE: 64 STEP: 5 SALARY: \$35,101

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

Vera K. Murill

Frank Heath

DATE: 1/29/2020

DATE: 1/29/2020

FINANCE OFFICER

DATE: _____

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUNDS
NO. 11

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 3rd DAY OF FEBRUARY, 2020, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2019 - 2020 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-000	DSS - State Grants	1,175	
10-610-198	DSS - LIEAP	1,175	
EXPLANATION: To amend FY 19/20 budget to include additional LIEAP (Low Income Energy Assistance Program) funds allocated by the State.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, THIS 3rd DAY OF FEBRUARY, 2020.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 3rd DAY OF FEBRUARY, 2020.

Chairman, Board of Commissioners

Finance Officer

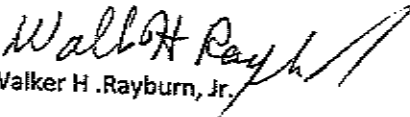
340 Rayburn Lane
Hertford, NC 27944
December 21, 2019

Jasmine Wilson
Area Agency on Aging
Albemarle Commission
512 S. Church St.
Hertford, NC 27944

Dear Ms. Wilson:

I would like not to be reappointed to my position as Resident advocate at the end of my one year term. I feel that I am not relating effetely with the residences, and am thus not effective in this position. I believe my appointment runs through March 2020. I will continue to serve until that time.

Sincerely,


Walker H. Rayburn, Jr.



Town of Winfall

Frederick L. Yates, Mayor
Valerie Jackson, Clerk

Post Office Box 275
Winfall, North Carolina 27985
Telephone: (252) 426-5015
Fax: (252) 426-1763
Email: valeriejackson275@gmail.com / Website: townofwinfall.org

Town Council:
Kenneth Rominger - Mayor Pro-Tem
Preston White
Stev Congdon
Arnetta Ormond

January 14, 2020

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

Re: Reappointment of the Recreation Advisory Board and Winfall Fire Department Board

Hello,

This letter is to affirm Councilwoman Virginia P. Harvey to the Recreation Advisory Board. On Monday night January 13, 2020 I appointed Councilwoman Virginia P. Harvey for the Recreation Advisory Board of Perquimans County replacing Councilman Steav Congdon. Councilwoman Carol Cooper and Councilwoman Virginia P. Harvey were appointed to the Winfall Volunteer Fire Department Board.

Sincerely,

Frederick L. Yates, Mayor

RECEIVED
JAN 21 2020



JACQUELINE S. FRIERSON
Register of Deeds, Perquimans County

P.O. Box 74 • Hertford, N.C. 27944 • Phone (252) 426-5660 • Fax (252) 426-7443 • email: jackiefrierson@perquimanscountync.gov

RESOLUTION AUTHORIZING
REMOVAL OF CERTAIN PUBLIC RECORD BOOKS
KEPT BY THE REGISTER OF DEEDS FOR
THE PURPOSE OF REPAIR, RESTORATION
AND REBINDING

WHEREAS, NCGS 132-7 provides that books of public records should be copied or repaired, renovated or rebound if worn, mutilated, damaged or difficult to read; and

WHEREAS, there is identified certain books of public records maintained by the Register of Deeds in need of repair, restoration and rebinding; and

WHEREAS, Kofile Technologies is under contract to provide repair, restoration and rebinding of those certain books of public records.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS FOR PERQUIMANS COUNTY, NORTH CAROLINA, that:

Section 1. The Register of Deeds is authorized to remove or cause to be removed to the care and custody of Kofile Technologies for repair, restoration and rebinding the following books of public records:

Index to Vital Statistics #1

Section 2. The books of public records listed in Section 1 of this resolution may remain in the care and custody of Kofile Technologies for the length of time required to repair, restore and rebind them.

Section 3. This resolution is effective upon its adoption.

ADOPTED the ____ day of _____, 2020

Wallace Nelson, Chairman
Board of Commissioners

ATTEST:

Mary P. Hunnicutt, Clerk to the Board



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

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

**PERQUIMANS COUNTY
TAX DEPARTMENT**

Enforced Collections- January 2020

GARNISHMENTS: \$752.02

PAYMENT AGREEMENTS: \$19,768.29

DEBT SETOFFS: \$0.00

LIST OF VOLUNTEER APPLICATIONS

DATE OF APPLICATION	NAME	ADDRESS	CITY	STATE	ZIP	PHONE	COMMITTEES	EXPIRATION DATE
9/23/15 2-27-19 Rec'd an updated application keep on file	Layden, Dianne M.	177 Perrys Bridge Road diannelayden@hughes.net	Belvidere	NC	27919	(252) 297-2596	1. Board of Elections 2. Social Services Board 3. Board of Adjustment 4. Northern Reg Adv Bd - Trillium	2/27/21
11/16/15 3-29-19 Rec'd an updated application keep on file	Mathis, Lynn W.	178 Sue Lane mahitabell@gmail.com lynn.mathis@ncdenr.gov	Hertford	NC	27944	(252) 264-3901 (252) 333-6619	1. Planning Board 2. RC&D 3. Albemarle Commission 4.	3/29/21
5/2/16 3-29-19 Rec'd e-mail info correct keep on list	Aples, Archie	1126 W. Grubb Street archieaples@yahoo.com	Hertford	NC	27944	(252) 482-1033 (575) 218-0606	1. Historic Hertford, Inc. 2. Local Library Board 3. Recreation Department 4.	3/29/21
7/30/14 Rec'd call/info correct/keep on file 2/25/19	Burket, Stephen G.	111 Shady Circle sburket@ix.netcom.com	Hertford	NC	27944	(252) 426-3817 (252) 337-4303	1. Sr Citizen Adv. Board 2. 3. 4.	2/25/21
7/18/16 Came by info correct/keep on file 2/19/19	Simpson, Ernestine E.	398 Chapanoke Road ernestine_simpson@yahoo.com	Hertford	NC	27944	(252) 264-3284 (252) 435-7769	1. Comm. Adv. Committee 2. Planning Board 3. Citizen Advisory Board 4. Sr Citizen Adv. Board	2/19/21
8/1/16 Rec'd updated application 2/15/19	Harrell, Darlene G.	384 Woodland Church Rd. leneharrell@yahoo.com	Hertford	NC	27944	(252) 340-0880	1. Sr Tarheel Del. Leg. 2. 3. 4.	2/15/21
9/4/16 Rec'd call/info correct/keep on file 2/25/19	Roberts, III, A.O.	1632 New Hope Road eureseedfarms@yahoo.com	Hertford	NC	27944	(252) 464-2037 (252) 264-3326 (252) 333-9575	1. Planning Board 2. Vol Ag District Committee 3. Water Mgmt Committee 4.	2/25/21
9/5/16 Rec'd updated application 2/22/19	Lassiter, Brenda	725 Sandy Cross Road blassiter@pqschools.org	Belvidere	NC	27919	(252) 297-2740	1. Planning Board 2. Board of Commissioners 3. 4.	2/22/21
9/15/16 Rec'd for 3/27/19 info correct Cannot do after dark driving & primarily desk activities	Labelfield, Charles	234 Beech Point Blvd. cwlacefield@earthlink.net	Hertford	NC	27944	(252) 426-4851 (252) 619-4256	1. COA - Board of Trustees 2. Chowan Hospital Board 3. Bd of Comm Facilitator 4.	3/27/21
8/30/12 Rec'd for 3/27/19 cfig e-mail address keep on list	Winslow, III, Lynwood	1209 Belvidere Road lcwiii63@gmail.com	Belvidere	NC	27919	(252) 297-6532	1. Planning Board 2. Board of Adjustments 3. 4.	3/27/21

LIST OF VOLUNTEER APPLICATIONS

DATE OF APPLICATION	NAME	ADDRESS	CITY	STATE	ZIP	PHONE	COMMITTEES	EXPIRATION DATE
9/15/16 3-29-19 Rec'd e-mail Info correct Keep on list	Blanchard, Terissa J.	228 Bethany Church Road tblanchard@pcs.k12.nc.us	Belvidere	NC	27919	(252) 297-2561 (252) 426-7355 (252) 339-5973	1. Social Services Board 2. Albe Hosp Board of Trustees 3. COA - Board of Trustees 4. Smart Start Board	3/29/21
9/24/16 Rec'd call - 3/26/19 Info correct Keep on list	Page, Frank	147 Explorer Arch page3@embarqmail.com	Hertford	NC	27944	(252) 426-1149 (757) 376-2001	1. Minzies Creek Utility District 2. 3. 4.	3/26/21
8/26/14 Rec'd call - 2/19/19 Info correct Keep on list	Knight, Marshall	751 Body Road marshallknight751@centurylink.net	Hertford	NC	27944	(252) 264-3201	1. Board of Adjustments 2. Planning Board 3. 4.	2/19/21
4/28/17 3/29/19 - Rec'd e-mail Info correct continue to serve - only on COA Board when W. Neison resigns	McMullan, Philip	111 W. Camp Perry Road psmir@hughes.net	Hertford	NC	27944	(252) 264-2021	1. COA - Board of Trustees 2. County Historians 3. 4.	3/29/21
10/12/16 3-29-19 Rec'd updated application Info correct Keep on list	Antoine J. Moore	116 Sydni Street ajavonmoore@gmail.com	Hertford	NC	27944	(252) 335-0582 (252) 339-1505	1. Planning Board 2. 3. 4.	3/29/21
12/18/14 Updated 2/18/19	Smith, Jr., Lewis W.	127 Smith Cove Road lewis_smith@ncsu.edu	Hertford	NC	27944	(252) 426-7347 (252) 426-7164 (252) 331-3362	1. Planning Board 2. Agri Adv Board 3. 4.	2/18/21
2/2/17 Rec'd call - 2/27/19 Info correct Keep on list	Reed, Deborah S.	1488 Center Hill Hwy deborahreed74@gmail.com	Hertford	NC	27944	(252) 331-5426	1. Board of Adjustment 2. Recreation Adv Board 3. 4.	2/27/21
2/14/17 Rec'd call - 4/1/19 updated information Keep on list	Juanita T. Bailey	P.O. Box 3057	Eliz. City	NC	27906	(252) 562-3049	1. Sr Citizen Adv. Board 2. 3. 4.	4/1/21
4/12/17 Rec'd e-mail - 4/1/19 Information correct Keep on list	Rhonda Money	412 Hurdletown Road rhondamoney@perquimanscountync.gov	Hertford	NC	27944	(252) 426-2027	1. Local Library Board 2. 3. 4.	4/12/21
6/5/17 Rec'd e-mail - 6/19/19 Information correct Keep on list	April Smith	800 Lake Road aasmith12@gmail.com aasmit10@sentara.com	Hertford	NC	27944	(252) 426-3182 (252) 384-4977 (252) 312-7959	1. Recreation Adv Board 2. 3. 4.	6/19/21

LIST OF VOLUNTEER APPLICATIONS

DATE OF APPLICATION	NAME	ADDRESS	CITY	STATE	ZIP	PHONE	COMMITTEES	EXPIRATION DATE
12/19/18	Martina McClenney	212 Crescent Drive	Hertford	NC	27944	(252) 340-6999	1. Recreation Adv Board 2. 3. 4.	12/19/20
12/28/18	Lilian Holman	712 W. Grubb Street	Hertford	NC	27944	(252) 333-5056	1. Senior Citizens Adv. Board 2. 3. 4.	12/28/20
2/19/19	Freda Kaye Bonner	431 Ballahack Road fbonner@pgschools.org	Hertford	NC	27944	(252) 426-5332 (252) 339-7060	1. Northern Reg Adv Bd - Trillium 2. 3. 4.	2/19/21
8/27/19	Sandra Sheehan	168 Highland Pony Road sheesetz@aol.com	Hertford	NC	27944	(540) 903-1871	1. Tourism Development Authority 2. 3. 4.	8/27/21
8/28/19	Deborah Black	100 Brace Avenue Apt 04	Hertford	NC	27944	(252) 455-4820	1. Community Advisory Comm. 2. Economic Improvement 3. Smart Start Board 4. Social Services Board	8/28/21
9/10/19	Vanora B. Brothers	1782 Harvey Point Road mrsv45@centurylink.net	Hertford	NC	27944	(252) 426-5966 (252) 333-0752	1. Local Library Board 2. 3. 4.	9/10/21
10/3/19	Guy John Simmons	105 Wando Circle guyjimmmons@aol.com	Hertford	NC	27944	(978) 976-3895	1. Local Library Board 2. 3. 4.	10/3/21
10/4/19	Cynthia Stallings	161 Wiggins Road	Hertford	NC	27944	(252) 426-5785	1. Local Library Board 2. 3. 4.	10/4/21

**COMMISSIONERS' APPOINTMENTS
12-31-2019**

Name	Board/Committee	Term	Appt.	Expire
JOSEPH HOFFLER				
Hoffler, Joseph	Albemarle Regional Landfill Authority	4 yrs.	1/1/2019	12/31/2023
Hoffler, Joseph	Communications Advisory Board - County	2 yrs.	2/1/2017	1/31/2019
Hoffler, Joseph	Court Security Committee	unlimited	2/1/2017	unlimited
Hoffler, Joseph	Historic Hertford, Inc.	3 yrs.	1/1/2019	12/31/2022
Hoffler, Joseph	Home & Community Care Block Grant	unlimited	1/1/2019	unlimited
Hoffler, Joseph	Perquimans/Chowan/Gates Landfill Committee	indefinite	2/1/2017	indefinite
KYLE JONES				
Jones, Kyle	Court Security Committee	unlimited	1/5/2015	unlimited
Jones, Kyle	Inter-Agency Council - Commissioner	1 yr.	7/1/2018	6/30/2019
Jones, Kyle	RPO Transportation Advisory Committee	2 yrs.	1/1/2019	12/31/2021
Jones, Kyle	Water Committee	unlimited	2/1/2011	unlimited
Jones, Kyle	Albemarle District Jail Commission	2 yrs.	1/1/2019	12/31/2021
FONDELLA LEIGH				
Leigh, Fondella	Albemarle Commission	unlimited	1/1/2015	unlimited
Leigh, Fondella	Economic Development Commission - County	2 yrs.	2/1/2017	1/31/2019
Leigh, Fondella	Housing Committee Chairman	unlimited	1/5/2015	unlimited
Leigh, Fondella	Recreation Advisory Committee - Commissioner	3 yrs.	7/1/2017	6/30/2020
Leigh, Fondella	Senior Citizens Advisory Board	2 yrs.	2/1/2017	1/31/2019
Leigh, Fondella	Water Committee	unlimited	1/5/2015	unlimited
Leigh, Fondella	Northeastern Workforce Development Consortium	unlimited	2/1/2015	unlimited
ALAN LENNON				
Lennon, Alan	Economic Development Commission - County	2 yrs.	1/1/2019	12/31/2021
Lennon, Alan	Perquimans/Chowan/Gates Landfill Committee	indefinite	1/1/2019	indefinite
Lennon, Alan	Water Committee	unlimited	1/1/2019	unlimited
Lennon, Alan (Chairman)	Tourism Development Authority (Commissioners)	2 yrs.	1/1/2019	12/31/2021
WALLACE NELSON				
Nelson, Wallace	Albemarle Commission (<i>alternate</i>)	unlimited	9/1/2018	unlimited
Nelson, Wallace	Albemarle Regional Health Services	indefinite	1/5/2015	unlimited
Nelson, Wallace	Chowan/Perquimans Multi-County LEPC	1 yr.	1/1/2020	12/31/2020
Nelson, Wallace	COA - Board of Trustees	4 yrs.	7/1/2017	6/30/2021
Nelson, Wallace	Economic Development Commission - County	2 yrs.	2/1/2017	1/31/2019
Nelson, Wallace	EMS Advisory Board	2 yrs.	1/1/2019	12/31/2021
Nelson, Wallace	Trillium Northern Region	unlimited	5/4/2015	unlimited
CHARLES WOODARD				
Woodard, Charles	Agricultural Advisory Board - Commissioner	3 yrs.	2/1/2018	1/31/2021
Woodard, Charles	Albemarle Hospital Board of Trustees	3 yrs.	1/1/2019	12/31/2022
Woodard, Charles	Chamber of Commerce Board	unlimited	2/7/2011	unlimited
Woodard, Charles	Social Services Board (<i>as long as Commissioner</i>)	3 yrs.	7/1/2016	6/30/2019
Woodard, Charles	Tourism Development Authority (Commissioners)	2 yrs.	2/1/2017	1/31/2019
Woodard, Charles	Tri-County Shelter Advisory Committee Board	unlimited	2/1/2013	unlimited

This Equipment Lease Purchase Agreement ("Agreement") is made as of the date it is executed by the last of the parties named below (the "Effective Date"),

BETWEEN: NATIONWIDE CAPITAL, LLC ("Lessor");

AND: PERQUIMANS COUNTY, NORTH CAROLINA ("Lessee").

RECITALS:

A. Lessor hereby agrees to lease to Lessee and Lessee agrees to lease from Lessor, in accordance with the **GENERAL TERMS** of this Agreement which are attached hereto, certain equipment as set forth herein for use in Lessee's conduct of elections in Perquimans County, North Carolina ("Jurisdiction").

B. The following Exhibits are incorporated into, and constitute an integral part of, this Agreement (check all that apply):

Exhibit A (Equipment Description & Quantities)

Exhibit B (Schedule of Payments & Option Purchase Price)

Exhibit C (Certificate of Acceptance & Insurance)

Exhibit D (Certificate of Appropriations and Authority)

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, each of the parties hereto:

- Agrees to the **GENERAL TERMS** and the terms and conditions set forth in each Exhibit attached hereto and incorporated herein.
- Agrees that at all times, this Agreement shall be governed by and construed in accordance with the laws of the **State of Nebraska**, without regard to conflicts of law principles that would require the application of the laws of any other state. The parties agree that venue for any dispute or cause of action arising out of or related to this Agreement shall be in the state and federal courts of the United States located in the State of Nebraska, County of Douglas.
- Represents and warrants to the other party that as of the date of its signature below it has full power and authority to enter into and perform this Agreement, and that the person signing below on its behalf has been properly authorized to execute this Agreement.
- Acknowledges that it has read this Agreement, has had an opportunity to review this Agreement with legal counsel, understands it and intends to be bound by it.

NATIONWIDE CAPITAL, LLC
11128 John Galt Boulevard - Suite 200
Omaha, NE 68137
Fax No.: (402) 970-1291

PERQUIMANS COUNTY, NORTH CAROLINA
P.O. Box 336 - 601a S. Edenton Road
Hertford, NC 27944
Fax No.:

Signature

Signature

Name (Printed or Typed)

Name (Printed or Typed)

Title

Title

Date

Date

1. **Agreement to Lease.** Lessor hereby leases to Lessee and Lessee hereby leases from Lessor, in accordance with the terms and provisions of this Agreement, the equipment described on Exhibit A attached hereto, together with all attachments, replacements, substitutions, proceeds, additions, accessions, repairs and accessories incorporated therein or affixed thereto (collectively, the "Equipment"). The Equipment shall remain the sole and exclusive property of Lessor, and Lessee shall have no right, title or interest in the Equipment except the right to use the same, subject to the terms and conditions of this Agreement.

2. **Term.** The term of this Agreement shall commence upon the Effective Date and shall continue until the end of the term as set forth on Exhibit B ("Term").

3. **Payments.** Lessee hereby agrees to pay to Lessor all sums due and owing hereunder on or before the dates on which the same are due and payable as set forth in Exhibit B attached hereto ("Lease Payments"). Commencing in 2020, Lessor will invoice Lessee forty five (45) days prior to the due date of the Lease Payments set forth in Exhibit B. In the event that any Lease Payments or any other sums due and owing under this Agreement are not paid within five (5) days from the due date, Lessor may assess a delinquency fee ("Late Charge") on each delinquent Lease Payment in an amount not exceeding the greater of (i) \$500.00 or (ii) five percent (5.00%) of each such Lease Payment. Lessor may apply payments received from Lessee in satisfaction of sums accrued hereunder in such order as Lessor may, in its sole discretion, determine. Acceptance of payment that does not include all accrued Late Charges, expenses, and interest shall not constitute a waiver of Lessor's right to collect the same at a later date. Lessor may also exercise each and every right and remedy available to Lessor upon the occurrence of an Event of Default hereunder. All such Lease Payments shall be payable to Lessor at its address set forth herein or at such other address as Lessor may provide to Lessee. If Lessee fails to pay any Lease Payment or any other amount due hereunder within ten (10) days after the due date thereof, Lessee shall pay to the Lessor interest on such late payments from the due date until paid at the highest rate permitted under applicable law.

4. **Option to Purchase.** Provided Lessee has complied with all terms and conditions of this Agreement and is not otherwise in default hereunder, Lessee shall have the option to purchase all, but not less than all, of the Equipment from Lessor which is then subject to this Agreement on an "AS IS, WHERE IS" basis without warranty by Lessor for the Option Purchase Price set forth in Exhibit B.

Lessee shall provide Lessor with written notice not less than one hundred and twenty (120) days prior to the date specified in Exhibit B for the exercise of such purchase option. In the event that Lessee does not exercise its option to purchase the Equipment, Lessee shall return the Equipment to Lessor in accordance with Section 18 below. In the event that Lessee does exercise its option to

purchase the Equipment, Lessor shall provide Lessee with a bill of sale for the Equipment and Lessee shall be deemed to have acquired all right, title and interest in and to the Equipment, free of any lien, encumbrance or security interest except such liens, encumbrances or security interests as may be created, or permitted and not discharged, by Lessee, but without any other warranties.

5. **Lessee's Representations and Warranties.** Lessee hereby represents, warrants and agrees as follows:

a. That all requirements for execution, delivery and performance of this Agreement have been or will be complied with in a timely manner;

b. That Lessee has the necessary power and authority to contract for the Equipment contemplated herein as necessary requirements to accomplish each of the foregoing;

c. That Lessee and its Jurisdiction have both waived any immunity (if such immunity was otherwise allowed) from allowing Lessor to enforce the terms of this Agreement;

d. Subject to Section 17 as set forth herein, that all payments hereunder have been and will be duly authorized and paid when due out of funds then on hand and legally available for such purposes. Lessee shall, to the extent permitted by applicable law and in accordance with the terms and conditions of this Agreement, include in its budget for each successive fiscal period during the term of this Agreement a sufficient amount to permit Lessee to discharge all of its obligations hereunder and Lessee has budgeted and made available for the current fiscal period sufficient funds to fully comply with its obligations hereunder;

e. That Lessee has an immediate need for and expects to make immediate use of the Equipment which need is not temporary or expected to diminish in the foreseeable future, specifically, Lessee will not give priority or parity in the appropriation of funds for the acquisition or use of any additional property for purposes or functions similar to those of the Equipment;

f. That Lessee will not attach or affix the Equipment to real property in any manner, and the Equipment shall, in all events, remain personal property;

g. That Lessee will not sell, offer to sell, lease, rent or otherwise transfer or hypothecate the Equipment or any interest therein;

h. That Lessee will keep the Equipment free from any adverse lien, security interest, claim or encumbrance and in good order and repair and shall notify Lessor immediately of any attachment or other judicial notice affecting the Equipment and shall indemnify and hold harmless Lessor from any loss or damages caused thereby;

i. That Lessee will permit Lessor to examine and inspect the Equipment at any reasonable time at any building or place where the Equipment is located; and

j. That all parts, replacements, additions and substitutions to or for any Equipment shall immediately become part of the Equipment and the property of Lessor.

6. **Lessee's Waivers.** To the extent permitted by applicable law, Lessee hereby waives any and all rights and remedies conferred upon a Lessee by the UCC, including, but not limited to, Lessee's rights to: (a) cancel or terminate this Agreement except as set forth herein; (b) repudiate this Agreement; (c) reject the Equipment; (d) revoke acceptance of the Equipment; (e) recover damages from Lessor for any breaches of warranty or for any other reason, including but not limited to any claim for implied warranties of infringement, merchantability, or fitness for a particular purpose; (f) require Lessor to accept any risk of loss; (g) a security interest in the Equipment in Lessee's possession or control for any reason; (h) deduct all or any part of any claimed damages resulting from Lessor's default, if any, under this Agreement; (i) accept partial delivery of the Equipment; (j) "cover" by making any purchase or lease of or contract to purchase or lease equipment in substitution for those due from Lessor; (k) recover any general, special, incidental, or consequential damages, for any reason whatsoever; and (l) specific performance, replevin, detinue, sequestration, claim and delivery or the like for any Equipment described in this Agreement.

To the extent permitted by applicable law, Lessee also waives any rights conferred by statute or otherwise which may require Lessor to sell, lease or otherwise use any Equipment in mitigation of Lessor's damages, or which may otherwise limit or modify any of Lessor's rights or remedies.

7. **Use of Equipment.** Lessee shall be responsible for the payment of all operating expenses associated with the Equipment. Lessee shall use the Equipment only for its proper purposes and will not install, use, operate or maintain the Equipment improperly, carelessly or in violation of any applicable law, ordinances, rules or regulations of any governmental authority or in a manner contrary to the nature of the Equipment or the use contemplated by the manufacturer. Lessee shall keep and use the Equipment solely within the Jurisdiction and solely for the conduct of Lessee's operations. Concurrently with the execution of this Agreement, Lessee shall enter into that certain Voter Tabulation Support and Services Agreement, by and between Lessee and Election Systems & Software, LLC. Lessee shall be solely responsible for the payment of all transportation charges in the delivery of the Equipment to and from the Lessee's locations.

8. **Maintenance of Equipment.** Lessor shall not be responsible or obligated to make any repairs, replacements or provide maintenance on the Equipment. At its sole and separate expense and in accordance with the terms and conditions of that certain Voter Tabulation Support and Services Agreement of even date herewith between Lessee and Election System & Software, LLC, Lessee shall arrange for all services, repairs and maintenance to the Equipment which may be necessary to keep the Equipment in such condition, normal wear and tear excepted, as when delivered to the Lessee hereunder and to maintain the

Equipment as recommended by the manufacturer. All such replacements shall be free and clear from all liens, encumbrances and claims of others and shall become part of the Equipment and subject to the terms of this Agreement. Lessor may, at its option, perform the foregoing items as may be necessary to preserve the Equipment and charge all costs and expenses associated with the Lessor's performance of such maintenance to the Lessee which shall be in addition to any other payments due by Lessee hereunder.

9. **Changes to the Equipment.** Any parts, replacements, additions and substitutions or other items installed or placed in or on or attached to the Equipment shall become the property of the Lessor unless Lessor requests that Lessee remove such features prior to returning the Equipment at the end of the term of this Agreement. In the event that the Equipment is damaged due to Lessee's removal of such items, Lessee shall be responsible, at its sole expense, for repairing such damage. Except as set forth herein, Lessee shall not, without the prior written consent of the Lessor, make any alterations, modifications, changes or improvements to the Equipment unless such changes are required to maintain Federal and/or State certification.

10. **Damage or Destruction to Equipment.** Lessee shall bear the entire risk of loss for any damage, theft or destruction of the Equipment from any and every cause whatsoever and no loss, damage, theft or destruction or other event shall release Lessee from its obligations to pay the full amount of the Lease Payments or from any other obligation under this Agreement. Lessee shall promptly notify Lessor in writing of any loss, theft, damage to or destruction of the Equipment, and Lessee shall (a) promptly replace, at Lessee's expense, the same in good repair, condition and working order or (b) if the Equipment is damaged or destroyed beyond repair or lost by theft, immediately pay to Lessor all remaining amounts due and owing pursuant to this Agreement, including, but not limited to, the Option Purchase Price as set forth on Exhibit B.

11. **Insurance.** Lessee, at its option, shall (a) be self insured with regard to the Equipment or (b) purchase and maintain insurance with regard to the Equipment. Lessee shall indicate on the Certificate of Acceptance its election to be self-insured or insured by a company with regard to the property set forth on Exhibit A. Regardless of Lessee's choice of insurance hereunder, during the term of the Agreement, Lessee shall, at its own cost and expense, provide, maintain and pay for casualty insurance against the loss, theft or damage to the Equipment for the full replacement value. In addition Lessee shall, at its own cost and expense, provide, maintain and pay for comprehensive liability insurance coverage insuring against such risks including injury and death to any person and damage to any property owned by third parties with coverage as are customary for lessees of property similar in nature to the Equipment being leased hereunder. If insurance policies are to be provided by an insurance company, such insurance company shall be authorized to do business in the State where the Equipment is located and shall name Lessor as an additional insured. All insurance policies shall contain the insurer's agreement to give thirty (30) days' written notice to Lessor before cancellation of any policy of insurance. Lessee shall deliver the policies or copies

thereof or certificates of insurance to Lessor. If Lessee fails to provide insurance or if any insurance obtained by the Lessee is cancelled or lapses or is discontinued for any reason, Lessor shall be entitled to insure the Equipment with insurance comparable to the insurance required hereunder. Insurance proceeds from casualty losses shall be payable solely to Lessor. As set forth in Section 10, insurance proceeds received by Lessor shall be paid to Lessee at such time as Lessee has provided satisfactory proof that such repairs or replacements have been completed. Lessee hereby irrevocably appoints Lessor as Lessee's attorney-in-fact to make claim for, execute and endorse all documents, checks or drafts in connection with any insurance claim.

12. **Indemnification.** To the fullest extent permitted by law, Lessee shall indemnify and hold Lessor, its agents, employees, officers and directors harmless from and against any and all claims, losses, liabilities, damages, judgments, suits, damages, penalties, costs and expenses and all legal proceedings of any nature whatsoever, including, but not limited to, negligence, tort and strict liability, and any and all costs and expenses in connection therewith, including attorney fees, arising out of or in any manner related to, the manufacture, purchase, financing, ownership, delivery, rejection, non-delivery, possession, use, transportation, storage, operation, maintenance, repair, return or other disposition of the Equipment, or with this Agreement, including without limitation, claims for injury to or death of persons and for damage to property. Lessee shall immediately give Lessor written notice of any such claim or liability.

13. **No Warranties.** Except for representations, warranties, and service agreements relating to the Equipment made or entered into by the manufacturer, developer or supplier, all of which are hereby assigned to Lessee, Lessee acknowledges and agrees as follows: (a) Lessor is not the manufacturer, developer or supplier of the Equipment or the manufacturer's or developer's agent or a dealer therein; (b) the Equipment is of size, design, capacity, description and manufacture selected by the Lessee; (c) Lessee is satisfied that the Equipment is suitable and fit for Lessee's purposes; (d) LESSOR HAS NOT MADE AND DOES NOT MAKE ANY WARRANTY OR REPRESENTATION WHATSOEVER, EITHER EXPRESS OR IMPLIED, AS TO THE TITLE, FITNESS, CONDITION, MERCHANTABILITY, DESIGN, DELIVERY, INSTALLATION OR OPERATION OF THE EQUIPMENT, ITS FITNESS FOR ANY PARTICULAR PURPOSE, THE QUALITY OR CAPACITY OF THE MATERIALS IN THE EQUIPMENT OR WORKMANSHIP IN THE EQUIPMENT, OR ANY OTHER REPRESENTATION OR WARRANTY WHATSOEVER, AND LESSOR HEREBY SPECIFICALLY DISCLAIMS ANY AND ALL SUCH WARRANTIES; (e) THE EQUIPMENT IS LEASED ON AN "AS IS" BASIS, "WITH ALL FAULTS"; and (f) Lessor shall not be liable to Lessee for any loss, damage, or expense of any kind or nature, direct, consequential or otherwise, caused directly or indirectly by any Equipment leased hereunder, or by any delay or failure to provide delivery, installation, maintenance, repairs, service or adjustment by the manufacturer, developer or supplier. No defect in or unfitness of the Equipment shall relieve Lessee of the obligation to pay any Lease Payments hereunder or

perform any other obligation under this Agreement. Lessor shall have no obligation under this Agreement with respect to the Equipment, including any obligation to install, test, adjust, service or maintain the Equipment. Lessor agrees, as long as no Event of Default (as defined in Section 14 hereof) shall have occurred, Lessor will permit Lessee to enforce in Lessee's own name, and at Lessee's sole expense, any supplier's or manufacturer's warranty or agreement relating to the Equipment, to the extent that such warranty or agreement is assignable.

14. **Events of Default.** An Event of Default shall occur hereunder if Lessee: (a) fails to pay any amount due hereunder when due, and such failure continues for a period of five (5) days; (b) fails to perform or observe any other covenant, condition or agreement to be performed or observed by Lessee hereunder, or either breaches any representation or provision contained herein; (c) attempts to remove, sell, transfer, encumber, part with possession, or sublet any item of Equipment or assign Lessee's rights or duties hereunder or permit the Equipment or any part thereof to be used by anyone other than Lessee or Lessee's employees and agents; (d) institutes insolvency, bankruptcy or reorganization proceedings, or such proceedings are instituted against Lessee, or Lessee makes a general assignment for the benefit of, or enters into any composition or arrangement with creditors; (e) shall create, incur, assume or suffer to exist any mortgage, lien, pledge or other encumbrance or attachment of any nature whatsoever upon, affecting or relating to the Equipment or this Agreement; (f) performs or fails to perform any other act, as a result of which Lessor deems itself insecure or deems any of its Equipment to be in jeopardy; or (g) has made any warranty, representation or statement which is false in any material respect when made or furnished.

15. **Remedies.** Upon the occurrence of any Event of Default, Lessor may, with or without canceling or terminating this Agreement, in its sole discretion, do any one or more of the following: (a) accelerate all sums due and owing or to become due and owing hereunder for the full term of the Agreement, including the Option Purchase Price. Lessee shall be responsible for all costs and expenses incurred by Lessor; (b) institute suit against Lessee to enforce performance by Lessee of the covenants, terms and provisions of this Agreement; (c) require the Lessee to assemble the Equipment and make the Equipment available to Lessor at a place designated by Lessor at Lessee's sole cost and expense; (d) enter upon any premises where any of the Equipment is located without notice, demand, a court order or any other legal process and repossess any or all such Equipment. Lessee hereby waives any resulting damages therefrom and shall be responsible for all costs and expenses associated with repossessing the Equipment; (e) sell the Equipment at a public or private sale or relet the Equipment. In such event, if the proceeds of such sale are less than the sum of (i) the costs of repossession, sale, relocation, storage, reconditioning, reletting and installation (ii) the unpaid Lease Payments outstanding plus the then-applicable Option Purchase Price calculated from Exhibit B as of the last preceding Lease Payment Date set forth in Exhibit B, and (iii) any past due amounts hereunder (plus any interest on such unpaid principal balance at the rate set forth herein), all of which shall be paid to Lessor and Lessor shall retain all such proceeds and Lessee shall remain liable for

any deficiency; (f) exercise any other right or remedy which may be available to it under any applicable law. In such event, Lessee shall be liable for any and all costs and expenses incurred by Lessor in connection therewith, including, but not limited to court costs and disbursements, repossession costs, storage costs, recondition costs and reselling costs, subject to applicable laws.

16. **Non-Cancelable; Obligations Unconditional.**

Except as specifically set forth in Section 17 and 18 below, this Agreement cannot be cancelled or terminated by Lessee. Lessee agrees that Lessee's obligations to pay all amounts due and perform all other obligations hereunder shall, in any and all events be absolute, irrevocable, unconditional and independent and shall be paid and performed without abatement, deduction or offset of any nature whatsoever.

17. **Non-Appropriation.**

Lessee agrees that the responsible financial officer of Lessee or such other individual who has authority to budget funds for the continuation of this Agreement shall do all things lawfully within his or her power to obtain and maintain funds from which the Lease Payments may be made, including making provisions for such Lease Payments to the extent necessary in each proposed annual budget submitted for approval in accordance with applicable procedures of Lessee and to exhaust all available reviews and appeals in the event such portion of the budget is not approved. In the event funds for the succeeding fiscal period are not able to be obtained after the exhaustion of all efforts herein, Lessee may terminate this Agreement at the end of any fiscal period during the term of the Agreement by providing written notice to Lessor no later than one hundred and twenty (120) days prior to the first day of such fiscal period for which appropriations are not unable to be made. The failure by the Lessee to obtain the appropriation of funds for the full amount necessary to make the required payments hereunder in any fiscal period subsequent to the current fiscal period shall terminate all of the Lessee's rights hereunder, including any and all rights in the Equipment effective on the last day of the last fiscal period in which appropriations were properly made.

18. **Termination; Return of Equipment.**

Provided Lessee has not exercised the purchase option as set forth in Section 4, this Agreement shall terminate upon the expiration of the term or any earlier termination as specifically set forth in this Agreement. Upon the expiration or earlier termination of this Agreement, Lessee shall promptly, at its sole expense, assemble and return the Equipment to locations designated by Lessor. Lessee will also return to Lessor all manufacturer warranty agreements, maintenance records and other documents relating to all of the Equipment. If Lessor takes possession of any equipment not subject to its interests, it shall notify Lessee and may dispose of such equipment if Lessee fails to take possession within thirty (30) days. If any item of Equipment is not returned in at least as good and repair as when delivered to Lessee, ordinary wear and tear excepted, Lessee shall pay to Lessor, within five (5) days after receipt of written notice from Lessor, an amount to repair and recondition such item of Equipment to restore it to good working condition and appearance in accordance with the manufacturer's documentation.

19. **Services and Support Agreement.** The terms and conditions respecting software licensure, delivery, warranties, hardware and software maintenance and support services are set forth in that certain Voter Tabulation Support and Services Agreement of even date herewith between Lessee and Election Systems & Software, LLC.

20. **Assignment.**

Unless Lessee receives Lessor's prior written consent, Lessee shall not (a) assign, transfer, pledge, hypothecate, grant any security interest in, subcontract, delegate any of its rights, duties and obligations, or otherwise dispose of this Agreement or the Equipment or any interest in the Agreement or Equipment, or (ii) sublet or lend the Equipment or permit it to be used by anyone other than Lessee or Lessee's employees. Any assignee of Lessor shall have all of the rights of Lessor under this Agreement, and Lessee agrees that it will not assert against any assignee of Lessor any defense, counterclaim, or offset that Lessee may have against Lessor.

21. **Security Interest.**

Lessee agrees that this Agreement shall constitute an authenticated security agreement and that the Equipment and all of Lessee's right, title and interest in and to this Agreement are subject to a security interest for the benefit of Lessor upon the terms and conditions set forth herein and shall secure (a) payment and performance of all of Lessee's obligations under this Agreement, and (b) to the extent permitted by law, all indebtedness at any time due and owing by Lessee to Lessor or Lessor's assignees. Lessee further assigns to Lessor all of Lessee's right, title and interest in and to this Agreement to secure (a) payment and performance of all of Lessee's obligations under this Agreement, and (b) to the extent permitted by law, any and all indebtedness, however evidenced, at any time due and owing by Lessee to Lessor. Lessee hereby authorizes Lessor to file financing statements or other documentation, and Lessee hereby agrees to take such other and further action as may be required by Lessor to maintain and perfect such security interests. Lessee hereby acknowledges and agrees that, by filing any financing statements as allowed by this Section 22, Lessor has not transferred any title to the Equipment to Lessee except for the leasehold rights as set forth herein; rather, such financing statements (i) shall perfect Lessor's security interest in Lessee's rights under this Agreement and (ii) shall be precautionary to give notice to third parties of Lessor's continuing title to the Equipment.

22. **Lessor's Right to Perform.**

If Lessee fails to make any payment or to perform any obligation imposed on Lessee under this Agreement, Lessor may make any such payment or perform any such obligation. The amount of any such payment and Lessor's costs and expenses shall immediately be payable by Lessee to Lessor upon demand. Such sums shall bear interest as set forth herein, from the date of payment by Lessor.

23. **Usury.**

Notwithstanding any provision contained herein to the contrary, if this Agreement should be construed, for any reason, to be subject to the usury laws of any state, in no event shall interest or any other fee or charge accrue or be payable in excess of the highest lawful rate. If, from any circumstance whatsoever, amounts payable hereunder exceed the limit prescribed by law, such

amounts shall be reduced to the maximum amount permitted by applicable law, and if from any circumstance the holder hereof shall ever receive as interest or other fees an amount which would exceed the highest lawful rate, such excess shall be applied to the reduction of the unpaid balance due hereunder and not to the payment of interest or such fees, or if such excess exceeds the unpaid balance, such excess shall be refunded to Lessee. This provision shall control every other provision of all agreements between the undersigned and the holder hereof.

24. **Notice.** Any notice or other communication required or permitted hereunder shall be in writing, and will be deemed given when (a) delivered personally, (b) sent by commercial overnight courier (with written verification of receipt) or (c) sent by registered or certified mail, return receipt requested, postage prepaid, when the return receipt is received. All communications shall be sent to the attention of the persons listed on the signature page to this Agreement and at the addresses set forth on such signature page unless other names or addresses are provided by either or both parties in accordance herewith.

25. **Benefit; Severability.** Except as otherwise provided herein, this Agreement shall be binding upon and shall inure to the benefit of Lessor, Lessee and their respective heirs, successors and assigns. (This reference to Lessee's assigns shall not constitute consent by Lessor to any assignment of this Agreement by Lessee.) In

addition, Lessor shall have the right to at all times by notice to the Lessee, to designate or appoint any person or entity to act as agent or trustee for Lessor for any purposes hereunder. Whenever possible, each provision of this Agreement shall be interpreted in such manner as to be effective and valid, but if any provision of this Agreement shall be held to be prohibited or invalid, such provision shall be ineffective only to the extent of such prohibition or invalidity without invalidating the remainder of such provision or the remaining provisions of this Agreement.

26. **Waiver.** No covenant or obligations hereunder by Lessee may be waived except by the written consent of the Lessor and a waiver of any such covenant or obligation or a forbearance to invoke any remedy on any occasion shall not constitute or be treated as a waiver of such covenant or obligation as to any other occasion and shall not preclude Lessor from invoking such remedy at any later time prior to Lessee's cure of the conditions giving rise to such remedy. Lessor's rights hereunder are cumulative.

27. **Entire Agreement.** Time is of the essence. This Agreement constitutes the entire understanding and agreement between Lessor and Lessee, and there are no understandings or agreements between the parties, oral or written, which are not set forth herein. This Agreement may not be amended except by written agreement authenticated by Lessor and Lessee.

[END OF GENERAL TERMS]

EXHIBIT A
EQUIPMENT & QUANTITIES

<u>Description</u>	<u>Qty</u>
<u>Tabulation Equipment</u>	
Model DS200 Scanner with Internal Backup Battery, Plastic Ballot Box with Steel Door and e-Bin, Paper Roll, and One (1) Standard 4GB Memory Device	7
Model DS200 Scanner with Internal Backup Battery, Carrying Case, Paper Roll, and One (1) Standard 4GB Memory Device	3
Tote Bin	10
ExpressVote BMD Terminal with Internal Backup Battery, ADA Keypad, Headphones, Power Supply with AC Cord, and One (1) Standard 4GB Memory Device	36
Soft-Sided Carrying Case	36
Standard 4GB Memory Device (Additional)	6

EXHIBIT B

SCHEDULE OF PAYMENTS & OPTION PURCHASE PRICE

Payment Number	Payment Date	Total Payment	Option to Purchase Price
1	Upon Contract Execution	\$40,600.00	
2	One Year Anniversary of Contract Execution	\$40,600.00	
3	Two Year Anniversary of Contract Execution	\$40,600.00	
4	Three Year Anniversary of Contract Execution	\$40,600.00	
5	Four Year Anniversary of Contract Execution	\$40,600.00	
Total of Regularly Scheduled Payments		\$	
6	Exercise of Option to Purchase		\$1.00

Lease Term: Five (5) Years Upon Contract Execution

All payments shall be made by Borrower to Lender via wire transfer as follows:

Wire payments shall be remitted to:

Nationwide Capital, LLC

Bank of America

ABA#: 0260-0959-3

Account #: 8670312589

Remittance Advice: statements @essvote.com

All invoices shall be sent by Lender to Borrower at the following Address:

Perquimans County, North Carolina

Holly L. Hunter

P.O. Box 336 - 601a S. Edenton Road

Hertford, NC 27944

Email Address: Perquimans.boe@gmail.com

**EXHIBIT C
CERTIFICATE OF ACCEPTANCE & INSURANCE**

1. **Acceptance of Equipment.** In accordance with the terms of this Agreement, Lessee hereby certifies that all of the Equipment described herein as more fully set forth on Exhibit A to the Agreement (i) has been received by the Lessee; (ii) has been examined and inspected by the Lessee; (iii) has been found to be in good operating condition and operation in accordance with its documentation; (iv) has been found to be of the size, design, quality, type and manufacture as specified by the Lessee; and (v) has been found to be suitable for Lessee's intended purpose and use. Therefore, in accordance with the foregoing, Lessee hereby accepts the Equipment, in the condition it was received, for all purposes of this Agreement.

 2. **Use.** The primary use of the Equipment shall be for the conduct of elections in the Jurisdiction.

 3. **Equipment Location.** The Equipment shall be located at the following location(s):
 Location Name: _____
 Address: _____
 City, State, Zip: _____

 4. **Invoices.** All invoices shall be sent to the following address to the attention of the individual set forth below:
 Lessee Name: _____
 Attention: _____
 Address: _____
 City, State, Zip: _____
 Email Address: _____

 5. **Insurance.** Lessee hereby certifies that the requisite insurance coverage as set forth in Section 11 of the Agreement has been secured and shall remain in force for the term of the Agreement. Lessee shall designate Lessor as the loss payee under such insurance coverage. Please designate the type of insurance below:
 Company Insured Self-Insured
 Insurance Company/Agent Name: _____
 Insurance Company Address: _____
 Insurance Company Phone Number: _____
 Policy Number: _____
- IN WITNESS WHEREOF, I hereby have accepted and executed this Certificate of Acceptance & Insurance on this ___ day of _____, 2020
- By Lessee:
 Signature: _____
 Printed: _____
 Title: _____

EXHIBIT D
CERTIFICATE OF APPROPRIATIONS AND AUTHORITY

I, _____ do hereby certify that I am duly elected or appointed and acting Auditor of Lessee; that I have custody of the financial records and budget information of the Lessee; that all monies for the payment of all sums due under this Agreement are available for the fiscal year ending _____, 2020, are available from unexhausted and unencumbered appropriations and/or funds within Lessee's budget for such fiscal year; that appropriations and/or funds will be appropriated by Perquimans County Commission prior to the Effective Date and future appropriations shall be processed accordingly to the terms of Paragraph 17 of this Agreement.

IN WITNESS WHEREOF, I have duly executed this Certificate of Appropriations and Authority this ___ day of _____, 2020.

By Lessee:

Signature: _____

Printed: _____

Title: _____



11208 JOHN GALT BLVD
OMAHA, NE 68137-2364
(402) 593-0101

Sales Order Agreement

Customer P.O. #: _____

1st Election Date: March 2020

Estimated Delivery Date: January 2020

Phone Number: (252) 426-5598

Fax Number: N/A

Customer Contact, Title: Holly L. Hunter

Customer Name: Perquimans County, North Carolina

Type of Sale: NEW

Type of Equip: NEW REFURBISHED

Bill To:
Perquimans County, North Carolina
Holly L. Hunter
P.O. Box 336
Hertford, NC 27944

Ship To:
Perquimans County, North Carolina
Holly L. Hunter
601a S. Edenport Road
Hertford, NC 27944

Item	Description	Qty	Price	Total
1	DS200	7	\$5,750.00	\$40,250.00
2	DS200	3	\$5,300.00	\$15,900.00
3	DS200	10	\$225.00	\$2,250.00
4	ExpressVote BMD	36	\$3,325.00	\$119,700.00
5	ExpressVote BMD	36	\$175.00	\$6,300.00
6	DS200-ExpressVote BMD	6	\$105.00	\$630.00
7	Software	1	No Charge	No Charge
8	Software	1	No Charge	No Charge
9	DS200	10	\$115.00	\$1,150.00
10	ExpressVote BMD	36	\$105.00	\$3,780.00
11	Services	1	\$1,700.00	\$1,700.00
12	Customer Loyalty Discount & Trade-In Allowance	1	(\$9,625.00)	(\$9,625.00)
13	Shipping	1	\$2,565.00	\$2,565.00
			Order Total	\$ 184,600.00

Freight Billable: yes no

Sales Order Agreement

Mac Beeson
Regional Sales Manager

Customer Signature _____ Date _____

V.P. of Finance _____ Date _____

Title _____

Trade-In Equipment:	
ES&S will coordinate and pay for the pickup and transportation of the trade-in equipment from Customer's site on a date to be mutually agreed upon by the parties. ES&S is responsible for preparing, packaging and palletizing the trade-in equipment for shipment.	
Special Notes:	
The Customer's first use and payment for the ES&S Equipment and ES&S Software set forth herein shall serve to satisfy the statutory requirements set forth in Section 163-165.9 of the North Carolina Statutes. In the event the ES&S Equipment and ES&S Software do not perform in accordance with its documentation in all material respects and the Customer is unable to fabricate and report its election results utilizing the ES&S Equipment and ES&S Software for the Customer's first election use, the Customer may terminate the Agreement and return to ES&S the ES&S Equipment and ES&S Software sold and licensed hereunder and receive a full refund of the ES&S Equipment and ES&S Software purchase price. In order for the Customer to return the ES&S Equipment and ES&S Software and receive the foregoing refund, the Customer must notify ES&S, in writing, of its request to terminate the Agreement and return the ES&S Equipment and ES&S Software no later than fifteen (15) calendar days after the Customer's first election use of the ES&S Equipment and ES&S Software. Customer's failure to timely notify ES&S of such failure and resulting termination shall be deemed acceptance of the ES&S Equipment and ES&S Software. Notwithstanding the foregoing, all services provided by ES&S hereunder are non-refundable and shall be paid by the Customer.	
Payment Terms	See accompanying Nationwide Capital, LLC Lease Purchase Agreement for payment terms. Note 1: Any applicable state and local taxes are not included, and are the responsibility of the Customer.
Warranty Period (Years):	One (1) Year From Equipment Delivery
Hardware Maintenance and Software License, Maintenance and Support Services (Post-Warranty Period)	
The terms, conditions, and pricing for the Hardware Maintenance and Software License, Maintenance and Support Services (Post-Warranty Period) are set forth in Exhibit A attached hereto.	
SEE GENERAL TERMS AND CONDITIONS	

GENERAL TERMS

1. **Purchase/License Terms.** Subject to the terms and conditions of this Agreement, ES&S agrees to sell and/or license, and Customer agrees to purchase and/or license, the ES&S Equipment, ES&S Software and ES&S Firmware described on the front side of this Agreement. The payments terms for the ES&S Equipment and ES&S Firmware are set forth on the front side of this Agreement. Title to the ES&S Equipment shall pass to Customer when Customer has paid the total amount set forth on the front side of this Agreement for the ES&S Equipment. The consideration for ES&S' grant of the license during the Initial Term for the ES&S Firmware is included in the cost of the ES&S Equipment.

2. **Grant of Licenses.** Subject to the terms and conditions of this Agreement, ES&S hereby grants to Customer nonexclusive, nontransferable licenses for its bona fide full time, part time or temporary employees to use the ES&S Software, ES&S Firmware and related Documentation in the jurisdiction where Customer is using the ES&S Equipment and timely pays the applicable annual ES&S Software and ES&S Firmware license, maintenance and support fees. The licenses allow such bona fide employees to use and copy the ES&S Software and ES&S Firmware (in object code only) and the Documentation, in the course of operating the ES&S Equipment and solely for the purposes of designing and conducting elections and tabulating and reporting election results in the jurisdiction.

3. **Prohibited Uses.** Customer shall not take any of the following actions with respect to the ES&S Software, ES&S Firmware or the Documentation:

a. Reverse engineer, decompile, disassemble, re-engineer or otherwise create, attempt to create, or permit, allow or assist others to create, the source code or the structural framework for part or all of the ES&S Software or ES&S Firmware;

b. Cause or permit any use, display, loan, publication, transfer of possession, sublicensing or other dissemination of the ES&S Software, ES&S Firmware or Documentation, in whole or in part, to or by any third party without ES&S' prior written consent; or

c. Cause or permit any change to be made to the ES&S Software or ES&S Firmware without ES&S' prior written consent; or

d. Allow a third party to cause or permit any copying, reproduction or printing of any output generated by the ES&S Software (except finished ballots by ballot printers selected by Customer) in which ES&S owns or claims any proprietary intellectual property rights (e.g., copyright, trademark, patent pending or patent), including, but not limited to, any ballot shells or ballot code stock.

4. **Term of Licenses.** The licenses granted in Section 2 shall commence upon the delivery of the ES&S Software and ES&S Firmware described in Section 2 and shall continue (i) through June 30, 2020 with respect to the ES&S Software (the "Initial Software License Term") and (ii) for a one (1) year period with respect to the ES&S Firmware (the "Initial Firmware License Term"). The Initial Software License Term and the Initial Firmware License Term shall be referred to herein collectively as the "Initial License Terms". Upon expiration of the Initial License Terms, the licenses shall automatically renew for an unlimited number of successive one-year periods (each a "License Renewal Term") upon the payment by Customer of the annual ES&S Software and ES&S Firmware license, maintenance and support fees. ES&S may terminate either license if Customer fails to pay the consideration due for, or breaches Sections 2, 3, or 9 with respect to, such license. Upon the termination of either of the licenses granted in Section 2 for the ES&S Software or ES&S Firmware or upon Customer's discontinuance of the use of any ES&S Software or ES&S Firmware, Customer shall immediately return such ES&S Software, ES&S Firmware and the related Documentation (including any and all copies thereof) to ES&S, or (if requested by ES&S) destroy such ES&S Software, ES&S Firmware and Documentation and certify in writing to ES&S that such destruction has occurred.

5. **Updates.** During the Initial License Terms or any License Renewal Term, ES&S may provide new releases, upgrades or maintenance patches to the ES&S Software or ES&S Firmware, together with appropriate Documentation ("Updates"), on a schedule defined by ES&S. Customer is responsible for obtaining any upgrades or purchases of Third Party Items required to operate the Updates as well as the cost of any replacements, retrofits or modifications to the ES&S Equipment which may be necessary in order to operate the Updates. All Updates shall be deemed to be ES&S Software or ES&S Firmware for purposes of this Agreement upon delivery. Customer may install the Updates in accordance with ES&S' recommended instructions or may request that ES&S install the Updates. ES&S may charge Customer at its then-current rates to (i) install the Updates; (ii) train Customer on Updates, if such training is requested by Customer or (iii) provide maintenance and support on the ES&S Software or ES&S Firmware that is required as a result of Customer's failure to timely or properly install an Update. Customer shall be responsible for any claim, damage, loss, judgment, penalty, cost, amount paid in settlement or fee which is caused by Customer's failure to install and use the most recent Update provided to it by ES&S. If Customer proposes changes in the ES&S Software or ES&S Firmware to ES&S, such proposals will become ES&S' property. ES&S may, in its sole discretion, elect to make or not to make such changes without reference or compensation to Customer or any third party. ES&S represents to Customer that the Updates will comply with all applicable state law requirements at the time of delivery. Customer shall be responsible to ensure that it has installed and is using only certified versions of ES&S Software and ES&S Firmware in accordance with applicable law. In the event that any Updates are required due to changes in state law, ES&S reserves the right to charge Customer for the following:

- (i) the total cost of any third party items that are required in order to operate the Updates;
- (ii) the total cost of any replacements, retrofits or modifications to the ES&S Equipment contracted for herein that may be developed and offered by ES&S in order for such ES&S Equipment to remain compliant with applicable laws and regulations; and
- (iii) Customer's pro-rata share of the costs of designing and developing such state mandated Updates.

Customer's pro-rata share of the costs included under subsection (iii) above shall be determined at the time by dividing the number of registered voters in Customer's jurisdiction by the total number of registered voters in all counties in Customer's state to which ES&S has sold and/or licensed the ES&S Equipment, ES&S Software and ES&S Firmware purchased and licensed by Customer under this Agreement. Customer shall pay ES&S the entire costs incurred for design, development and certification of any Update which is required due to a change in local law or is otherwise requested or required by Customer.

6. **Delivery; Risk of Loss.** The Estimated Delivery Dates and First Election Use (if any) set forth on the front side of this Agreement are estimates and may only be established or revised, as applicable, by the parties, in a written amendment to this Agreement, because of delays in executing this Agreement, changes requested by Customer, product availability and other events. ES&S will notify Customer of such revisions as soon as ES&S becomes aware of such revisions. Risk of loss for the ES&S Equipment, ES&S Software and ES&S Firmware shall pass to Customer when such

items are delivered to Customer's designated location. Upon transfer of risk of loss to Customer, Customer shall be responsible for obtaining and maintaining sufficient casualty insurance on the ES&S Equipment, ES&S Software and ES&S Firmware and shall name ES&S as an additional insured thereunder and, at ES&S' request, shall deliver written evidence thereof to ES&S until all amounts payable to ES&S under this Agreement have been paid by Customer.

7. **Warranty.**

a. **ES&S Equipment/ES&S Firmware.** ES&S warrants that for a one (1) year period (the "Warranty Period"), it will repair or replace any component of the ES&S Equipment or ES&S Firmware which, while under normal use and service: (i) fails to perform in accordance with its Documentation in all material respects, or (ii) is defective in material or workmanship. The Warranty Period will commence upon delivery. The Warranty shall not include the repair or replacement of any ES&S Equipment components that are consumed in the normal course of operating the ES&S Equipment, including printer ribbons, printer cartridges, paper rolls, batteries, removable media storage devices, PCMCIA cards or marking devices. Any repaired or replaced item of ES&S Equipment or ES&S Firmware shall be warranted only for the unexpired terms of the Warranty Period. All replaced components of the ES&S Equipment or ES&S Firmware will become the property of ES&S. This warranty is effective provided that (i) Customer notifies ES&S within three (3) business days of the discovery of the failure of performance or defect and is otherwise in compliance with its obligations hereunder, (ii) the ES&S Equipment or ES&S Firmware to be repaired or replaced has not been repaired, changed, modified or altered except as authorized or replaced as approved by ES&S, (iii) the ES&S Equipment or ES&S Firmware to be repaired or replaced is not damaged as a result of accident, theft, vandalism, neglect, abuse, use which is not in accordance with instructions or specifications furnished by ES&S or causes beyond the reasonable control of ES&S or Customer, including acts of God, fire, floods, riots, acts of war, terrorism or insurance, labor disputes, transportation delays, governmental regulations and utility or communication interruptions, and (iv) Customer has installed and is using the most recent update provided to it by ES&S. This warranty is void for any units of equipment which: (i) have not been stored or operated in a temperature range according to their specifications, (ii) have been severely handled so as to cause mechanical damage to the unit, or (iii) have been operated or handled in a manner inconsistent with reasonable treatment of an electronic product.

b. **Exclusive Remedies/Disclaimer.** IN THE EVENT OF A BREACH OF SUBSECTION 7(a), ES&S' OBLIGATIONS, AS DESCRIBED IN SUCH SUBSECTION, ARE CUSTOMER'S SOLE AND EXCLUSIVE REMEDIES. ES&S EXPRESSLY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS OR IMPLIED, WHICH ARE NOT SPECIFICALLY SET FORTH IN THIS AGREEMENT, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. FURTHER, IN THE EVENT CUSTOMER DECLINES ES&S' INSTALLATION AND ACCEPTANCE TESTING SERVICES OR IN ANY WAY AT ANY TIME ALTERS, MODIFIES OR CHANGES ANY EQUIPMENT, SOFTWARE, THIRD PARTY ITEMS AND/OR NETWORK (COLLECTIVELY "SYSTEM") CONFIGURATIONS WHICH HAVE BEEN PREVIOUSLY INSTALLED BY ES&S OR WHICH ARE OTHERWISE REQUIRED IN ACCORDANCE WITH THE CERTIFIED VOTING SYSTEM CONFIGURATION, ALL WARRANTIES OTHERWISE PROVIDED HEREUNDER WITH RESPECT TO THE SYSTEM PURCHASED, LEASED, RENTED AND/OR LICENSED UNDER THIS AGREEMENT SHALL BE VOID AND OF NO FURTHER FORCE AND EFFECT.

8. **Limitation of Liability.** Neither party shall be liable for any indirect, incidental, punitive, exemplary, special or consequential damages of any kind whatsoever arising out of or relating to this Agreement. Neither party shall be liable for the other party's negligent or willful misconduct. ES&S' total liability to Customer arising out of or relating to this Agreement shall not exceed the aggregate amount to be paid to ES&S hereunder. By entering into this Agreement, Customer agrees to accept responsibility for (a) the selection of, use of and results obtained from any equipment, software, firmware or services not provided by ES&S and used with the ES&S Equipment, ES&S Software or ES&S Firmware; or (b) user errors, voter errors or problems encountered by any individual in voting that are not otherwise a result of the failure of ES&S to perform. ES&S shall not be liable under this Agreement for any claim, damage, loss, judgment, penalty, cost, amount paid in settlement or fee that is caused by (i) Customer's failure to timely or properly install and use the most recent update provided to it by ES&S or (ii) Customer's election not to receive, or to terminate, the Hardware Maintenance Services or the ES&S Software and ES&S Firmware License Maintenance and Support Services.

9. **Proprietary Rights.** Customer acknowledges and agrees as follows:

ES&S owns the ES&S Software, ES&S Firmware, all Documentation and training materials provided by ES&S, the design and configuration of the ES&S Equipment and the format, layout, measurements, design and all other technical information associated with the ballots to be used with the ES&S Equipment. Customer has the right to use the aforementioned items to the extent specified in this Agreement. ES&S also owns all patents, trademarks, copyrights, trade names and other proprietary or intellectual property in, or used in connection with, the aforementioned items. The aforementioned items also contain confidential and proprietary trade secrets of ES&S that are protected by law and are of substantial value to ES&S. Customer shall keep the ES&S Software, ES&S Firmware and related Documentation free and clear of all claims, liens and encumbrances and shall maintain all copyright, trademark, patent or other intellectual or proprietary rights notices that are set forth on the ES&S Equipment, the ES&S Software, ES&S Firmware the Documentation, training materials and ballots that are provided, and all permitted copies of the foregoing.

10. **Termination.** This Agreement may be terminated, in writing, at any time by either party if the other party breaches any material provision hereof and does not cure such breach within 30 days after it receives written notification thereof from the non-breaching party.

11. **Disputes.**

a. **Payment of Undisputed Amounts.** In the event of a dispute between the parties regarding (1) a product or service for which payment has not yet been made to ES&S, (2) the amount due ES&S for any product or service, or (3) the due date of any payment, Customer shall nevertheless pay to ES&S when due all undisputed amounts. Such payment shall not constitute a waiver by Customer or ES&S of any of its rights and remedies against the other party.

b. **Remedies for Past Due Undisputed Payments.** If any undisputed payment to ES&S is past due more than 30 days, ES&S may suspend performance under this Agreement until such amount is paid. Any disputed or undisputed payment not paid by Customer to ES&S when due shall bear interest from the due date at a rate equal to the lesser of one and one-half percent per month or the maximum amount permitted by applicable law for each month or portion thereof during which it remains unpaid.

12. **Assignment.** Except in the case of a reorganization of the assets or operations of ES&S with one or more affiliates of ES&S or the sale, transfer or assignment of all or substantially all of the assets of ES&S or any business operations thereof to a successor who has asserted its intent to

continue the applicable business of ES&S, neither party may assign or transfer this Agreement or assign, subcontract or delegate any of its rights, duties or obligations hereunder without the prior written consent of the other party hereto, such consent not to be unreasonably withheld or conditioned, nor unduly delayed.

13. **Compliance with Laws.** ES&S warrants to Customer that, at the time of delivery, the ES&S Equipment, ES&S Software and ES&S Firmware sold and licensed under this Agreement will comply with all applicable requirements of federal and state election laws and regulations that are mandatory and effective as of the Effective Date and will have been certified by the appropriate state authorities for use in Customer's state. The ES&S Election Management System (EMS) Equipment, Software, and Firmware, including all EMS components will be provided to Customer in a hardened network environment which means that the network provided by ES&S will include an air-gapped, fully closed network environment that includes only the services, applications, utilities and settings necessary to operate the EMS, in accordance with the guidelines of the United States Election Assistance Commission. ES&S shall not be liable for any claims, damages, losses, fees, obligations, liabilities, judgments, assessed damages, costs, expenses (including reasonable attorney's fees) and the like arising out of or related to the Customer's failure to maintain the EMS in the hardened network or allows any internal or external access to the hardened network.

14. **North Carolina Election Certification Program.** ES&S shall comply with the requirements set forth in the Election Systems Certification Program ("Certification Program") issued by the North Carolina State Board of Elections ("NCSBOE") which are mandatory and effective as of the Effective Date and which are incorporated herein by this reference. Specifically, ES&S shall comply with the following requirements set forth under the Certification Program.

a. In accordance with Section 3.3.4.2 of the Certification Program ES&S shall bear all costs associated with necessary certifications, reviews, and reports required under the Certification Program, including for a VSTL and third-party review.

b. In accordance with Section 3.3.4.4 of the Certification Program, any voting system or update provided by ES&S will be of a version currently certified by the NCSBOE for use in North Carolina election. The term "most recent updates" as used in this agreement includes only a version that is certified for use by the NCSBOE at the time it is provided to the Customer.

c. In accordance with Section 3.7.2.3 of the Certification Program, ES&S will comply with all training requirements issued by the NCSBOE. The training requirements include, but are not limited to, ES&S providing a minimum of five (5) training classes per program (e.g. voting unit, election management system, ballot creation and layout software) per ordering entity (each county board of elections) for the initial contract period and for each renewal period exercised. Dates for training sessions will be mutually agreed upon by county customer and vendor. The NCSBOE reserves the right to require ES&S provide additional or other training as it deems necessary or beneficial.

If any conflict exists between this Agreement and the Certification Program, the Certification Program will govern and any provisions in conflict with the Certification Program are void and unenforceable.

15. **Entire Agreement.** This Agreement shall be binding upon and inure to the benefit of the parties and their respective representatives, successors and assigns. This Agreement contains the entire agreement of the parties with respect to the subject matter hereof and shall supersede and replace any and all other prior or contemporaneous discussions, negotiations, agreements or understandings between the parties, whether written or oral, regarding the subject matter hereof. Any provision of any purchase order, form or other agreement which conflicts with or is in addition to the provisions of this Agreement shall be of no force or effect. No waiver, amendment or modification of any provision of this Agreement shall be effective unless in writing and signed by the party against whom such waiver, amendment or modification is sought to be enforced. No consent by either party to, or waiver of, a breach by either party shall constitute a consent to or waiver of any other different or subsequent breach by either party. This Agreement shall be governed by and construed in accordance with the laws of the State of North Carolina, without regard to its conflicts of laws principles. ES&S acknowledges that nothing in this Agreement in any way alters its duty to comply with North Carolina law, including but not limited to the requirement that it post a performance bond pursuant to N.C.G.S. § 163-165.7(a)(1). ES&S further agrees that if it is granted a contract to provide software for an electronic voting system but fails to debug, modify, repair, or update the software as agreed or in the event of the vendor having bankruptcy filed for or against it, the source code described in G.S. 163-165.9A(a) shall be turned over to the purchasing county by the escrow agent chosen under G.S. 163-165.9A(a)(1) for the purposes of continuing use of the software for the period of the contract and for permitting access to the persons described in G.S. 163-165.7(f)(9) for the purpose of reviewing the source code. The parties agree that venue for any dispute or cause of action arising out of or related to this Agreement shall be in the state and federal courts of the United States located in the State in which the Customer resides. ES&S is providing equipment, software, firmware and services to Customer as an independent contractor, and shall not be deemed to be a "state actor" for purposes of 42 U.S.C. § 1983. ES&S may engage subcontractors to provide certain of the equipment, software, firmware or services, but shall remain fully responsible for such performance. The provisions of Sections 1-5, 7(b), 8, 9, 11(b), 12-15 these General Terms shall survive the termination of this Agreement, to the extent applicable.



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
ALAN LENNON
CHARLES WOODARD
W. HACKNEY HIGH, JR.
COUNTY ATTORNEY

MARY P. HUNNICUTT
CLERK TO BOARD

W. FRANK HEATH, III
COUNTY MANAGER

RESOLUTION ENCOURAGING BUSINESSES TO ALLOW VOLUNTEER FIREFIGHTERS TO RESPOND TO EMERGENCY CALLS DURING WORKING HOURS

WHEREAS, Perquimans County relies on volunteer fire departments for fire protection throughout the County; and

WHEREAS, a majority of volunteer firefighters in Perquimans County work during normal business hours; and

WHEREAS, because of the work responsibilities of the County's volunteer firefighters, there are shortages of those who are able to respond to calls; and

WHEREAS, these shortages cause other departments to mutual aid at a high frequency; and

WHEREAS, businesses allowing volunteer firefighters to respond to calls when possible during working hours would increase the public safety for all County citizens;

NOW THEREFORE BE IT RESOLVED, that the Perquimans County Board of Commissioners encourages all Perquimans County and regional businesses to allow members of their workforces who are volunteer firefighters to respond to emergency calls while they are working when practicable and possible for the business.

BE IT FURTHER KNOWN AND RESOLVED, that the Perquimans County Commissioners voted _____ in support of the above information.

ADOPTED this 3rd day of February, 2020.

Wallace E. Nelson, Chairman
Perquimans County Board of Commissioners

Attest:

Clerk to the Board

SEAL

§ 143-318.11. Closed sessions.

(a) Permitted Purposes. - It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required:

- (1) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.
- (2) To prevent the premature disclosure of an honorary degree, scholarship, prize, or similar award.
- (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded.
- (4) To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations. The action approving the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session.
- (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.
- (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.
- (7) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.
- (8) To formulate plans by a local board of education relating to emergency response to incidents of school violence or to formulate and adopt the school safety components of school improvement plans by a local board of education or a school improvement team.
- (9) To discuss and take action regarding plans to protect public safety as it relates to existing or potential terrorist activity and to receive briefings by staff members, legal counsel, or law enforcement or emergency service officials concerning actions taken or to be taken to respond to such activity.

(b) Repealed by Session Laws 1991, c. 694, s. 4.

(c) Calling a Closed Session. - A public body may hold a closed session only upon a motion duly made and adopted at an open meeting. Every motion to close a meeting shall cite one or more of the permissible purposes listed in subsection (a) of this section. A motion based on subdivision (a)(1) of this section shall also state the name or citation of the law that renders the information to be discussed privileged or confidential. A motion based on subdivision (a)(3) of this section shall identify the parties in each existing lawsuit concerning which the public body expects to receive advice during the closed session.

(d) Repealed by Session Laws 1993 (Reg. Sess., 1994), c. 570, s. 2. (1979, c. 655, s. 1; 1981, c. 831; 1985 (Reg. Sess., 1986), c. 932, s. 5; 1991, c. 694, ss. 3, 4; 1993 (Reg. Sess., 1994), c. 570, s. 2; 1995, c. 509, s. 84; 1997-222, s. 2; 1997-290, s. 2; 2001-500, s. 2; 2003-180, s. 2; 2013-360, s. 8.41(b).)

FOR
INFORMATION
ONLY
ITEMS

Mary Hunnicutt

Subject: FW: [External] Save The Date

From: Jewel Winslow <jewel_winslow@ncsu.edu>
To: Frank Heath <frankheath@perquimanscountync.gov>, Mary Hunnicutt
<mhunnicut@perquimanscountync.gov>, Tracy Matthews <tracymathews@perquimanscountync.gov>
Sent: 1/17/2020 5:15 PM
Subject: [External] Save The Date

Please join us...

Our staff has Tuesday, March 17 reserved for a special Advisory Luncheon complete with a variety of soups. We would be honored if you and the commissioners could join us. Can you share this invitation with them?

We will eat around noon.

Our new District Director was announced on January 8 as Art Bradley. Art was the Edgecombe County Director and has been serving as interim district director since Stephen Greer left in September. I look forward to introducing Art at this luncheon. He is an exception colleague and I know he will be a great addition to our Perquimans Extension Family :)

Hope you can plan of being with us,
Jewel

--

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

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jewel_winslow@ncsu.edu



2009-2019 Shelter Stats, Tri-County Animal Shelter, Tyner, NC

Updated 1/22/20, Page 1 of 3

Cats/Dogs

<u>Intake:</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Chowan	586/538	770/479	n/a*	697/349	618/428	489/478
Gates	355/364	416/292	n/a*	246/210	368/238	249/228
Perquimans	448/319	397/385	n/a*	374/232	536/258	307/362
<u>Intake Totals:</u>	1,389/1,221 = 2,610	1,583/1,156 = 2,739	1,559/899 = 2,458	1,317/791** = 2,108	1,522/924*** = 2,446	1,045/1,068 = 2,113
<u>Euthanized:</u>	1,237/750 = 1,987	1,453/621 = 2,074	1,427/374 = 1,801	1,034/436 = 1,470	1,132/304 = 1,436	864/393 = 1,257
<u>Adopted:</u>	116/198	92/205	64/143	39/91	94/107	41/48 + 1 parrot
<u>RTO:</u>	13/172	17/129	22/96	14/57	28/92	7/66
<u>Rescued:</u>	n/a	15/188	46/286	65/372	220/402	112/549 + 5 parrots & 6 bunnies

2014 Additional stats:

Brought to shelter by AC:
 Chowan 357/366
 Gates 166/200
 Perquimans 264/328

Turned in by owner:

Chowan 132/112
 Gates 83/28
 Perquimans 43/34

Died in care: 15/3

2009-2019 Shelter Stats, Tri-County Animal Shelter, Tyner, NC

1/22/20, Page 2 of 3

Cats/Dogs

<u>Intake:</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Chowan	511/290	493/402	554/197	479/235	377/203
Gates	184/165	176/101	162/124	127/104	85/81
Perquimans	445/252	364/227	413/203	407/165	411/222
Other				11/4	6/1
<u>Intake totals:</u>	1,140/707 = 1,847	1,033/730 = 1,763	1,129/524 = 1,653	1,024/508 = 1,532	879/507 = 1,386
<u>Euthanized:</u>	894/223 = 1,117	777/237 = 1,014	851/161 = 1,012	775/114 = 889	578/119 = 697
<u>Adopted:</u>	53/44	100/74	50/63	84/127	98/154
<u>RTO:</u>	7/72	8/75	7/82	6/93	11/81
<u>Rescued:</u>	194/336	121/324	129/202	138/159	127/155
<u>Additional stats:</u>					
<u>Brought to shelter by AC:</u>					
Chowan	408/204	384/263	429/122	353/144	294/109
Gates	136/131	119/60	96/63	47/56	66/70
Perquimans	341/175	269/158	333/136	324/121	334/134
<u>Turned in by owner:</u>					
Chowan	103/86	109/139	125/75	125/89	68/78
Gates	48/34	57/41	66/61	80/48	57/44
Perquimans	104/77	95/69	80/67	94/47	60/72
<u>Returned to owner (RTO):</u>					
Chowan	3/36	4/42	5/36	7/20	11/30
Gates	0/7	0/3	0/15	0/7	0/10
Perquimans	4/29	4/30	2/31	5/15	0/41
<u>Died in care:</u>	3/0	13/4	2/0	9/2	51****/5

Please note:

- Year-end numbers will not add up because some animals are still in the shelter or foster on January 1.
- On the report that is filed with the state, because there is not a space for "rescue," the rescue number has been combined with "adopted" number per state inspector.

*2011: breakdown by county not available (previous director did not publish the breakdown prior to her departure and the files have not been found.)

**2012: numbers may be low because the shelter was closed to most incoming animals for a few weeks due to staffing shortages and in particular between the time the previous director left and Dana arrived.

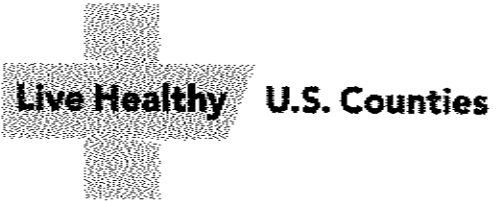
***2013: numbers may be low because shelter was closed the month of October for the flooring/painting project.

****2019: most of these cats came to the shelter already sick and died shortly after arrival

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NACo Live Healthy Prescription Discount Program



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PRESCRIPTION, DENTAL AND HEALTH DISCOUNT PROGRAMS FOR RESIDENTS

PERQUIMANS COUNTY, NC

		% OF PLAN TOTAL PRICE	% OF PLAN PRICE	% OF RETAIL PRICE	% OF RETAIL PRICE	AVERAGE MEMBER COST	AVERAGE MEMBER COST	RETAIL PRICE	AVERAGE RETAIL PRICE	AVERAGE PRICE	% OF PRICE SAVINGS	% OF PRICE SAVINGS	TOTAL UTILIZERS
2019													
<u>JUNE</u>	4	1 25.00%	0 75.00%			\$ 59.26	\$ 14.82	\$ 67.18	\$ 16.80	\$ 7.92	\$ 1.98	11.79%	2
<u>JUNE</u>	4	1 25.00%	0 75.00%			\$ 59.26	\$ 14.82	\$ 67.18	\$ 16.80	\$ 7.92	\$ 1.98	11.79%	2
<u>JUNE</u>	4	1 25.00%	3 75.00%			\$ 59.26	\$ 14.82	\$ 67.18	\$ 16.80	\$ 7.92	\$ 1.98	11.79%	2
<u>MARCH</u>	2	0 0.00%	0 100.00%			\$ 34.00	\$ 17.00	\$ 34.00	\$ 17.00	\$ 0.00	\$ 0.00	0.00%	1
<u>MARCH</u>	2	0 0.00%	0 100.00%			\$ 34.00	\$ 17.00	\$ 34.00	\$ 17.00	\$ 0.00	\$ 0.00	0.00%	1
<u>MARCH</u>	2	0 0.00%	2 100.00%			\$ 34.00	\$ 17.00	\$ 34.00	\$ 17.00	\$ 0.00	\$ 0.00	0.00%	1
2018													
<u>JUNE</u>	2	0 0.00%	2 100.00%			\$ 51.55	\$ 25.78	\$ 51.55	\$ 25.78	\$ 0.00	\$ 0.00	0.00%	1
<u>MARCH</u>	2	0 0.00%	2 100.00%			\$ 51.55	\$ 25.78	\$ 51.55	\$ 25.78	\$ 0.00	\$ 0.00	0.00%	1
2017													
<u>DECEMBER</u>	2	0 0.00%	2 100.00%			\$ 51.55	\$ 25.78	\$ 51.55	\$ 25.78	\$ 0.00	\$ 0.00	0.00%	1
<u>DECEMBER</u>	2	0 0.00%	2 100.00%			\$ 51.55	\$ 25.78	\$ 51.55	\$ 25.78	\$ 0.00	\$ 0.00	0.00%	1
<u>SEPTEMBER</u>	2	0 0.00%	2 100.00%			\$ 51.55	\$ 25.78	\$ 51.55	\$ 25.78	\$ 0.00	\$ 0.00	0.00%	1
<u>SEPTEMBER</u>	2	0 0.00%	2 100.00%			\$ 51.55	\$ 25.78	\$ 51.55	\$ 25.78	\$ 0.00	\$ 0.00	0.00%	1
<u>JUNE</u>	2	0 0.00%	2 100.00%			\$ 51.55	\$ 25.78	\$ 51.55	\$ 25.78	\$ 0.00	\$ 0.00	0.00%	1
<u>JUNE</u>	2	0 0.00%	2 100.00%			\$ 51.55	\$ 25.78	\$ 51.55	\$ 25.78	\$ 0.00	\$ 0.00	0.00%	1
<u>MAY</u>	1	0 0.00%	1 100.00%			\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 0.00	\$ 0.00	0.00%	1
<u>MAY</u>	1	0 0.00%	1 100.00%			\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 0.00	\$ 0.00	0.00%	1
<u>MARCH</u>	3	1 33.33%	2 66.67%			\$ 88.46	\$ 29.49	\$ 93.90	\$ 31.30	\$ 5.44	\$ 1.81	5.79%	1
<u>MARCH</u>	3	1 33.33%	2 66.67%			\$ 88.46	\$ 29.49	\$ 93.90	\$ 31.30	\$ 5.44	\$ 1.81	5.79%	1
<u>JANUARY</u>	2	1 50.00%	1 50.00%			\$ 70.80	\$ 35.40	\$ 86.28	\$ 43.14	\$ 15.48	\$ 7.74	17.94%	1
<u>JANUARY</u>	2	1 50.00%	1 50.00%			\$ 70.80	\$ 35.40	\$ 86.28	\$ 43.14	\$ 15.48	\$ 7.74	17.94%	1
2016													
<u>DECEMBER</u>	2	1 50.00%	1 50.00%			\$ 57.24	\$ 28.62	\$ 77.14	\$ 38.57	\$ 19.90	\$ 9.95	25.80%	2
<u>DECEMBER</u>	2	1 50.00%	1 50.00%			\$ 57.24	\$ 28.62	\$ 77.14	\$ 38.57	\$ 19.90	\$ 9.95	25.80%	2
<u>SEPTEMBER</u>	2	0 0.00%	2 100.00%			\$ 49.55	\$ 24.78	\$ 49.55	\$ 24.78	\$ 0.00	\$ 0.00	0.00%	1
<u>SEPTEMBER</u>	2	0 0.00%	2 100.00%			\$ 49.55	\$ 24.78	\$ 49.55	\$ 24.78	\$ 0.00	\$ 0.00	0.00%	1
<u>AUGUST</u>	1	0 0.00%	1 100.00%			\$ 7.33	\$ 7.33	\$ 13.69	\$ 13.69	\$ 6.36	\$ 6.36	46.46%	1
<u>AUGUST</u>	1	0 0.00%	1 100.00%			\$ 7.33	\$ 7.33	\$ 13.69	\$ 13.69	\$ 6.36	\$ 6.36	46.46%	1
<u>JULY</u>	3	2 66.67%	1 33.33%			\$ 53.24	\$ 17.75	\$ 91.05	\$ 30.35	\$ 37.81	\$ 12.60	41.53%	2
<u>JULY</u>	3	2 66.67%	1 33.33%			\$ 53.24	\$ 17.75	\$ 91.05	\$ 30.35	\$ 37.81	\$ 12.60	41.53%	2
<u>JUNE</u>	2	0 0.00%	2 100.00%			\$ 49.55	\$ 24.78	\$ 49.55	\$ 24.78	\$ 0.00	\$ 0.00	0.00%	1
<u>JUNE</u>	2	0 0.00%	2 100.00%			\$ 49.55	\$ 24.78	\$ 49.55	\$ 24.78	\$ 0.00	\$ 0.00	0.00%	1
<u>MAY</u>	1	0 0.00%	1 100.00%			\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 0.00	\$ 0.00	0.00%	1
<u>MAY</u>	1	0 0.00%	1 100.00%			\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 0.00	\$ 0.00	0.00%	1
<u>APRIL</u>	1	1 100.00%	0 0.00%			\$ 30.00	\$ 30.00	\$ 41.09	\$ 41.09	\$ 11.09	\$ 11.09	26.99%	1
<u>APRIL</u>	1	1 100.00%	0 0.00%			\$ 30.00	\$ 30.00	\$ 41.09	\$ 41.09	\$ 11.09	\$ 11.09	26.99%	1
<u>FEBRUARY</u>	3	1 33.33%	2 66.67%			\$ 84.56	\$ 28.19	\$ 86.25	\$ 28.75	\$ 1.69	\$ 0.56	1.96%	2
<u>FEBRUARY</u>	3	1 33.33%	2 66.67%			\$ 84.56	\$ 28.19	\$ 86.25	\$ 28.75	\$ 1.69	\$ 0.56	1.96%	2
2015													
<u>OCTOBER</u>	4	1 25.00%	3 75.00%			\$ 90.42	\$ 22.61	\$ 127.54	\$ 31.89	\$ 37.12	\$ 9.28	29.10%	2
<u>OCTOBER</u>	4	1 25.00%	3 75.00%			\$ 90.42	\$ 22.61	\$ 127.54	\$ 31.89	\$ 37.12	\$ 9.28	29.10%	2
<u>SEPTEMBER</u>	2	0 0.00%	2 100.00%			\$ 47.93	\$ 23.97	\$ 47.93	\$ 23.97	\$ 0.00	\$ 0.00	0.00%	1
<u>SEPTEMBER</u>	2	0 0.00%	2 100.00%			\$ 47.93	\$ 23.97	\$ 47.93	\$ 23.97	\$ 0.00	\$ 0.00	0.00%	1
<u>JUNE</u>	5	1 20.00%	4 80.00%			\$ 78.06	\$ 15.61	\$ 101.18	\$ 20.24	\$ 23.12	\$ 4.62	22.85%	1
<u>JUNE</u>	5	1 20.00%	4 80.00%			\$ 78.06	\$ 15.61	\$ 101.18	\$ 20.24	\$ 23.12	\$ 4.62	22.85%	1
<u>MAY</u>	1	1 100.00%	0 0.00%			\$ 9.60	\$ 9.60	\$ 13.93	\$ 13.93	\$ 4.33	\$ 4.33	31.08%	1
<u>MAY</u>	1	1 100.00%	0 0.00%			\$ 9.60	\$ 9.60	\$ 13.93	\$ 13.93	\$ 4.33	\$ 4.33	31.08%	1
<u>APRIL</u>	1	1 100.00%	0 0.00%			\$ 28.71	\$ 28.71	\$ 34.09	\$ 34.09	\$ 5.38	\$ 5.38	15.78%	1
<u>APRIL</u>	1	1 100.00%	0 0.00%			\$ 28.71	\$ 28.71	\$ 34.09	\$ 34.09	\$ 5.38	\$ 5.38	15.78%	1
<u>MARCH</u>	4	1 25.00%	3 75.00%			\$ 74.37	\$ 18.59	\$ 85.13	\$ 21.28	\$ 10.76	\$ 2.69	12.64%	3
<u>MARCH</u>	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
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
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
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	\$ 28.65	\$ 419.24	\$ 59.89	\$ 218.69	\$ 31.24	52.16%	4
OCTOBER	7	6	85.71%	1	14.29%	\$ 200.55	\$ 28.65	\$ 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
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
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
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
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
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
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
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
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
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
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
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
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
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
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
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
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
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
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
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
FEBRUARY	5	3	60.00%	2	40.00%	\$ 58.31	\$ 11.66	\$ 100.07	\$ 20.01	\$ 41.76	\$ 8.35	41.73%	4
JANUARY	7	4	57.14%	3	42.86%	\$ 147.57	\$ 21.08	\$ 273.13	\$ 39.02	\$ 125.56	\$ 17.94	45.97%	3
JANUARY	7	4	57.14%	3	42.86%	\$ 147.57	\$ 21.08	\$ 273.13	\$ 39.02	\$ 125.56	\$ 17.94	45.97%	3
2012													
DECEMBER	5	2	40.00%	3	60.00%	\$ 63.00	\$ 12.60	\$ 131.13	\$ 26.23	\$ 68.13	\$ 13.63	51.96%	3
DECEMBER	5	2	40.00%	3	60.00%	\$ 63.00	\$ 12.60	\$ 131.13	\$ 26.23	\$ 68.13	\$ 13.63	51.96%	3
NOVEMBER	5	3	60.00%	2	40.00%	\$ 105.77	\$ 21.15	\$ 233.12	\$ 46.62	\$ 127.35	\$ 25.47	54.63%	4
NOVEMBER	5	3	60.00%	2	40.00%	\$ 105.77	\$ 21.15	\$ 233.12	\$ 46.62	\$ 127.35	\$ 25.47	54.63%	4
OCTOBER	11	7	63.64%	4	36.36%	\$ 245.45	\$ 22.31	\$ 434.45	\$ 39.50	\$ 189.00	\$ 17.18	43.50%	6
OCTOBER	11	7	63.64%	4	36.36%	\$ 245.45	\$ 22.31	\$ 434.45	\$ 39.50	\$ 189.00	\$ 17.18	43.50%	6
SEPTEMBER	12	6	50.00%	6	50.00%	\$ 172.31	\$ 14.36	\$ 260.06	\$ 21.67	\$ 87.75	\$ 7.31	33.74%	6
SEPTEMBER	12	6	50.00%	6	50.00%	\$ 172.31	\$ 14.36	\$ 260.06	\$ 21.67	\$ 87.75	\$ 7.31	33.74%	6
AUGUST	11	6	54.55%	5	45.45%	\$ 196.81	\$ 17.89	\$ 334.76	\$ 30.43	\$ 137.95	\$ 12.54	41.21%	5
AUGUST	11	6	54.55%	5	45.45%	\$ 196.81	\$ 17.89	\$ 334.76	\$ 30.43	\$ 137.95	\$ 12.54	41.21%	5
JULY	21	8	38.10%	13	61.90%	\$ 432.01	\$ 20.57	\$ 602.24	\$ 28.68	\$ 170.23	\$ 8.11	28.27%	5
JULY	21	8	38.10%	13	61.90%	\$ 432.01	\$ 20.57	\$ 602.24	\$ 28.68	\$ 170.23	\$ 8.11	28.27%	5
JUNE	18	7	38.89%	11	61.11%	\$ 274.32	\$ 15.24	\$ 526.71	\$ 29.26	\$ 252.39	\$ 14.02	47.92%	8
JUNE	18	7	38.89%	11	61.11%	\$ 274.32	\$ 15.24	\$ 526.71	\$ 29.26	\$ 252.39	\$ 14.02	47.92%	8
MAY	16	6	37.50%	10	62.50%	\$ 203.93	\$ 12.75	\$ 278.78	\$ 17.42	\$ 74.85	\$ 4.68	26.85%	6
MAY	16	6	37.50%	10	62.50%	\$ 203.93	\$ 12.75	\$ 278.78	\$ 17.42	\$ 74.85	\$ 4.68	26.85%	6
APRIL	15	6	40.00%	9	60.00%	\$ 196.88	\$ 13.13	\$ 297.28	\$ 19.82	\$ 100.40	\$ 6.69	33.77%	5
APRIL	15	6	40.00%	9	60.00%	\$ 196.88	\$ 13.13	\$ 297.28	\$ 19.82	\$ 100.40	\$ 6.69	33.77%	5
MARCH	17	11	64.71%	6	35.29%	\$ 324.49	\$ 19.09	\$ 681.36	\$ 40.08	\$ 356.87	\$ 20.99	52.38%	8
MARCH	17	11	64.71%	6	35.29%	\$ 324.49	\$ 19.09	\$ 681.36	\$ 40.08	\$ 356.87	\$ 20.99	52.38%	8
FEBRUARY	17	10	58.82%	7	41.18%	\$ 653.21	\$ 38.42	\$ 1,271.77	\$ 74.81	\$ 618.56	\$ 36.39	48.64%	5
FEBRUARY	17	10	58.82%	7	41.18%	\$ 653.21	\$ 38.42	\$ 1,271.77	\$ 74.81	\$ 618.56	\$ 36.39	48.64%	5
JANUARY	15	7	46.67%	8	53.33%	\$ 296.17	\$ 19.74	\$ 388.23	\$ 25.88	\$ 92.06	\$ 6.14	23.71%	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>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>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>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>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>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>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>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>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>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>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>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
<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>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>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>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>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>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>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>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>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>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>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>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
<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>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>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>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>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>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>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>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>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>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>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>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
<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>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>NOVEMBER</u>	14	11	78.57%	3	21.43%	\$ 282.75	\$ 20.20	\$ 388.32	\$ 27.74	\$ 105.57	\$ 7.54	27.19%	8
<u>OCTOBER</u>	1		1100.00%	0	0.00%	\$ 37.45	\$ 37.45	\$ 52.25	\$ 52.25	\$ 14.80	\$ 14.80	28.33%	1
<u>OCTOBER</u>	1		1100.00%	0	0.00%	\$ 37.45	\$ 37.45	\$ 52.25	\$ 52.25	\$ 14.80	\$ 14.80	28.33%	1

Perquimans, NC	PLAN TOTAL	% PLAN PRICED	PLAN RETAIL PRICED	% RETAIL PRICED	MEMBER COST	AVERAGE MEMBER COST	RETAIL SUBMITTED PRICE	AVERAGE RETAIL SUBMITTED PRICE	AVERAGE PRICE SAVINGS	% PRICE SAVINGS	TOTAL UTILIZERS		
TOTALS:	2,866	1,773	61.86%	1,083	37.79%	\$ 83,348.10	\$ 29.08	\$ 119,531.84	\$ 41.71	36,183.74	\$ 12.63	30.27%	1,233.00

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

SURVEYOR'S NAME PLAT TITLE	SURVEYOR'S PHONE # ADDRESS	DATE IN DATE OUT	APPROVAL YES/NO	COMMENTS
Mark Pruden	✓	11/9/20	✓	Subdivision Permit # 1-D015-1008 DEC Carter Lot 1 & 2
Stephan Condred	✓	1-13-20	✓	Plat to existing Perce for 2-D035-M127-5H
Glen B. Kensing	✓	11-13-20	✓	Re-sambination Survey 2-0071-0030, 0030N & 0030A
T.A. Stokely	✓	1-14-20	✓	Re-sambination Survey 5-0032-0011A & 5-0024-0064
Loise Macis Saunders	✓	1-15-20	✓	Subdivision out of 1-0023-0049
J.H. Miller George E. Nowell, Jr.	✓	1/24/20	✓	Subdivision out of 1-19
J.H. Miller Geo W. Lewis	✓	1/2		

BISSELL PO BOX 1068 KITTY HAWK, NC 27949 (252)261-3266	J H MILLER JR. 166 COTTONWOOD DRIVE HERTFORD, NC 27944 389-6932	PAT MCDOWELL PO BOX 391 ELIZABETH CITY, NC 27909 338-4161	GLORIA ROGERS 215 B STREET CAMDEN, NC 27921 338-1415/333-8781	SCOTT TEMPLE PO BOX 422 ELIZABETH CITY, NC 27907 330-4016
BOWMAN CONSULTING PAUL J TOTI 131 MAIN STREET GATESVILLE, NC 27938 357-1581	EUGENE JORDAN 402 SIGN PINE ROAD TYNER, NC 27980 221-4795	MCKIM & CREED 504 E ELIZABETH ST STE 1 ELIZABETH CITY, NC 27909 338-2929	SAUNDERS SURVEYING 510 AVENA ROAD BLACK MOUNTAIN, NC 28711 (828)669-2777	TONY WEBB PO BOX 381 EDENTON, NC 27932 482-3086
CHARLES E BROWN, III 2005 JOHNSON ROAD ELIZABETH CITY, NC 27909 336-0928	MARK PRUDEN 146 OAK GROVE ROAD EDENTON, NC 27932 482-7804	RACKLEY SURVEYING 1015 MACEY JO COURT ELIZABETH CITY, NC 27909 (252)679-7670	S.L. CARDWELL SURVEYING 1206 FRANCIS STREET ELIZABETH CITY, NC 27907 338-6328	ROBEY 150 US HWY 158 W EAST CAMDEN, NC 27921 335-1888
TIMMONS GROUP 1805 WEST CITY DRIVE ELIZABETH CITY, NC 27909 (252)621-5030				

January 28, 2020

To:

Board of Commissioners

From: Virgil Parrish, Chief Building Inspector

Re: Perquimans County Inspection Department transition

- Fire Marshal Barry Overman prioritizing inspections; (public schools are complete). Continue to prioritize and complete the list of inspections needed in county (Foster homes, Daycare Centers, Nursing Facilities)
- Fire Marshal scouted entire county and mapped out quadrants to verify all inspections required.
- Continuing new Iworq system that manages all aspects of permitting, inspections, code enforcement, fire inspections
- Iworq system and ourselves will be working towards implementing our portal system for customers to utilize
- Continuing communication and working with Iworq to clear all glitches or variables of our system to their system, as well as, ensuring correct monthly and quarterly reporting
- Code Enforcement Officer attending class on February 21-23, 2020 for Basic Law and Administration and attending February 21-23, 2020 Basic Law and Administration

Permit Report

1/1/2020 - 1/27/2020

Permit Type	Permit #	Permit Date	Applicant Name	Description	Type of Improvement	Project Cost	Total Fees	Parcel Address
Electrical	335	1/27/2020	Garrett Electric	200 amp service repair & disconnect	Repair, replacement	1,000	\$60.00	1151 LAKE RD
Electrical	334	1/27/2020	Michael Bolden	100 to 200 amp service & disconnect	Repair, replacement	250	\$70.00	413 COX AVE
Mechanical	333	1/27/2020	American Refrigeration & Heat Pump Repair, LLC	2 hvac systems	New Building	12,000	\$110.00	134 RIVER COVE LN
Mechanical	332	1/24/2020	Armstrong & Sons	Hvac c/o	Repair, replacement	4,400	\$55.00	125 COMANCHE TRL
Mechanical	331	1/24/2020	Allstar Heating and Cooling	HVAC Change out 3 ton	Repair, replacement	4,000	\$55.00	105 CAROLINA AVE
Electrical	330	1/24/2020	T.L. Riggs	wire whole house	Repair, replacement	8,000	\$376.00	167 MULBERRY LN
Electrical	329	1/24/2020	T.L. Riggs	New house wiring	New Building	8,000	\$376.00	178 CEDARWOOD BLVD
Mechanical	328	1/24/2020	George & Company	HVAC c/o	Repair, replacement	3,825	\$55.00	105 FRENCH BROAD RD
Electrical	327	1/24/2020	Steve Jordan Electrical Contractor	basic overview of wiring		100	\$50.00	2222 NEW HOPE RD
Electrical	326	1/24/2020	Garrett Electric	200 amp service in a shop & subpanel	Repair, replacement	500	\$190.00	1175 WOODVILLE RD
Electrical	325	1/24/2020	Garrett Electric	rewire entire house 200 amp service & 1 subpanel/disconnect	Repair, replacement	10,000	\$220.00	317 N. Front Street
Plumbing	324	1/23/2020	S.E. Brabble	plumbing a bathroom that was added to home	Addition	4,000	\$70.00	317 N. Front Street
Plumbing	323	1/23/2020	Amerigas	hooking up a generator	Other	1,300	\$55.00	1291 SNUG HARBOR RD
Building	322	1/23/2020	CMH Clayton Homes	28x60 doublewide	New Building	105,000	\$185.00	149 Red Maple Avenue
Plumbing	321	1/22/2020	McPherson Enterprizes	plumbing 1 new bunkhouse		45,000	\$230.00	257 CAMP CALE RD
Mechanical	320	1/22/2020	Smith Heating & Air, LLC	HVAC change out	Repair, replacement	4,300	\$55.00	1911 OCEAN HWY
Building	319	1/22/2020	Tri B Construction	new dwelling	New Building	350,000	\$1,022.00	113 MORGANA DR

Electrical	318	1/22/2020	Anthony Evans Electric	running electric for bldg.	Other	25,000	\$533.00	1891 OCEAN HWY
Mechanical	317	1/22/2020	Harmon Electric Heating & Air Conditioning, Inc.	4 mini splits	Other	33,000	\$350.00	1891 OCEAN HWY
Plumbing	316	1/21/2020	Ernest Rennie	plumbing to the water heater	Other	700	\$55.00	208 SUNSET DR
Plumbing	315	1/21/2020	Reed Oil Gas Company	service for generator		0	\$0.00	310 GRANBY ST
Plumbing	314	1/21/2020	Reed Oil Gas Company	add additional service to address	Other	1,500	\$60.00	158 CAMP PERRY RD
Mechanical	313	1/21/2020	Bell Cow Heating and Cooling	c/o gas pack	Repair, replacement	4,000	\$55.00	816 GRUBB ST
Mechanical	312	1/17/2020	Robert W. Hurdle	hvac hook up for double wide		600	\$30.00	595 CRANEY ISLAND RD
Electrical	311	1/17/2020	Robert W. Hurdle	electric for double wide		500	\$50.00	595 CRANEY ISLAND RD
Mechanical	310	1/17/2020	B&M Contractors	HVAC Change out	Repair, replacement	5,595	\$55.00	2206 NEW HOPE RD
Mechanical	309	1/17/2020	Comfort First	HVAC Change out-mini split	Repair, replacement	296	\$55.00	128 CAPE FEAR DR
Building	308	1/16/2020	Brandon VanHorn	addition to home where mobile home originally was	Addition	50,000	\$350.00	104 KEMP LN
Building	307	1/16/2020	Shirley Schoolfield	new deck between house and pool	Addition	5,000	\$77.00	122 FLYWAY DR
Electrical	306	1/15/2020	Michael Owens	T-Pole		500	\$30.00	207 Cove Road
Building	305	1/15/2020	Derek Waters	adding two story addition 4732 sq ft addition	Addition	80,500	\$1,243.00	594 SNUG HARBOR RD
Electrical	304	1/14/2020	J & N Electric	wire new garage	New Building	2,700	\$131.00	476 BURNT MILL RD
Electrical	303	1/14/2020	J & N Electric	hook-up for modular home	New Building	600	\$60.00	346 HOPEWELL RD
Plumbing	302	1/14/2020	Reed Oil Gas Company	generator - 1 outlet	Other	700	\$55.00	948 PENDER RD
Building	301	1/14/2020	Martins Custom Design, dba Scotty Signs	putting up signs	Alteration	5,800	\$50.00	303 OCEAN HWY
Electrical	300	1/14/2020	B&M Contractors	wiring 4208 sq ft bunk house	New Building	48,000	\$491.00	257 CAMP CALE RD
Mechanical	299	1/14/2020	B&M Contractors	3-HVAC Systems in new bunk house	New Building	26,250	\$165.00	257 CAMP CALE RD
Electrical	298	1/14/2020	Brad Ferebee	wiring 26x32 garage subpanel	Repair, replacement	1,000	\$144.00	116 JEFFERSON DR

Electrical	297	1/13/2020	Weeksville Electric	wiring 32x56 garage, 200 amp service w/ service panel	New Building	9,000	\$337.00	105 PERQUIMANS RIVER LNDG
Electrical	296	1/13/2020	T.L. Riggs	wiring	Repair, replacement	20,000	\$350.00	158 CAMP PERRY RD
Building	295	1/13/2020	Kevin Daughety	Remodel Alexander & Sons into a Daycare Facility	Alteration	175,000	\$1,032.00	1891 OCEAN HWY
Building	294	1/10/2020	A. R. Chesson	New bunkhouse construction	New Building	600,000	\$1,102.00	257 CAMP CALE RD
Electrical	293	1/10/2020	George & Company	Electrical 1080 sq ft garage	New Building	3,500	\$148.00	212 SEE VIEW LN
Electrical	291	1/10/2020	Cynthia Elliott	T-Pole		200	\$30.00	104 ADAMS CT
Building	290	1/9/2020	Jesse Overton	covered deck on a slab	Alteration	8,000	\$98.00	503 WINSLOW RD
Electrical	289	1/9/2020	Morgan Williams Electric	subpanel and wire garage	Other	2,300	\$182.00	131 DEERVIEW DR
Plumbing	288	1/8/2020	Reed oil co	single gas line for generator		300	\$55.00	358 WINFALL BLVD
Electrical	286	1/8/2020	Joel Johnson	wiring a 40x45 garage		1,500	\$230.00	205 DOBBS ST
Electrical	285	1/8/2020	T.L. Riggs	wire new dwelling		10,000	\$371.00	138 MULBERRY LN
Plumbing	284	1/8/2020	S.E. Brabble	plumb remodel 12 fixtures	Repair, replacement	10,000	\$110.00	398 NEW HOPE RD
Mechanical	283	1/7/2020	Phelps Heating & Air Conditioning	HVAC Change out		5,000	\$55.00	910 WYNNE FORK RD
Building	282	1/7/2020	McDonald's Corporation	Interior remodel for ADA compliancy	Alteration	252,000	\$206.00	303 OCEAN HWY
Electrical	281	1/7/2020	Garrett Electric	re-wire 600 sq foot, replace panel box	Repair, replacement	3,000	\$120.00	215 CHURCH ST
Building	280	1/7/2020	Berea Church of Christ	storage addition	Addition	57,000	\$162.00	1664 NEW HOPE RD
Plumbing	279	1/6/2020	S. E. Brabble	plumb remodel home		6,000	\$90.00	215 CHURCH ST
Mechanical	278	1/6/2020	Armstrong & Sons	HVAC change out		4,800	\$55.00	106 EDENTON ROAD ST
Mechanical	277	1/3/2020	George & Company	hvac for new dwelling		7,567	\$55.00	138 MULBERRY LN
Building	276	1/2/2020	JES Construction, LLC	Stabilizing Existing Foundation	Other	9,200	\$245.00	110 CREEK TRL
Electrical	275	1/2/2020	Electric Paramedics	Installing generator	Alteration	7,800	\$0.00	310 GRANBY ST

Mechanical	274	1/2/2020	Bell Cow Heating & Cooling	replacing coil and outdoor heat pump unit		2,700	\$55.00	129 POPLAR NECK RD
Plumbing	273	1/2/2020	Crossroads	Gas lines to three fixtures		500	\$65.00	910 WYNNE FORK RD
						2,049,283	\$12,426.00	

Total Records: 61

1/27/2020



Case Detail Report

1/1/2020 - 1/27/2020

Case #	Case Date	Assigned To	Main Status	Violation	Parcel Address
20	1/24/2020	Erle Solesbee	Open	junk cars , solid waste	121 LEVI CREECY RD
19	1/24/2020	Erle Solesbee	Open	junk cars , solid waste	117 LEVI CREECY RD
18	1/24/2020	Erle Solesbee	Open	junk cars , solid waste	107 LEVI CREECY RD
17	1/24/2020	Erle Solesbee	Open	junk cars , solid waste	113 LEVI CREECY RD
16	1/23/2020	Erle Solesbee		Nuisance Junk Vehicles #53	114 POPLAR CIR
15	1/22/2020	Erle Solesbee	Open	Solid Waste	109 TURNPIKE RD
14	1/14/2020	Erle Solesbee		Solid Waste	251 DOGWOOD DR
13	1/14/2020	Erle Solesbee	Closed	Solid Waste	943 HOLIDAY ISLAND RD
12	1/9/2020	Erle Solesbee	Open	other-unsafe house	1308 NEW HOPE RD

Total Records: 9

1/27/2020

COMMITTEE REPORTS