

Please note the change  
in location:  
514 S. Church Street  
Hertford, NC 27944

**AGENDA**  
*All items are for discussion and possible action.*  
 Perquimans County Board of Commissioners  
 Meeting Room at Perquimans County Library  
 January 4, 2021  
 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 December 7, 2020 Regular Meeting and December 21, 2020 Work Session (cancelled)
  - B. Tax Refund Approval
  - C. Personnel Matters
    - 1. Part-Time/Fill-In Paramedic (Correction)
  - D. End of Probationary Period & Added to Retirement System
    - 1. EMS (1)
    - 2. Maintenance (1)
  - E. Budget Amendment Nos. 19 - 21
  - F. Board Appointments:
    - 1. Appointment: Social Services Board - Social Services Commission Appointee
    - 2. Reappointment: Agricultural Advisory Board (2)
    - 3. Reappointment: Senior Citizens Advisory Board (3)
  - G. Miscellaneous Documents:
    - 1. Resolution to Support NCACC Initiative on Food System Resiliency
    - 2. Economic Improvement Council – Community Services Block Grant 2020 Application
- V. **Commissioner's Concerns/Committee Reports**
  - A.
  - B.
  - C.
- VI. **Old Business**
  - A. Updates from County Manager
  - B.
  - C.
- VII. **New Business**
  - A. Commissioners' Board Appointments
  - B. COLA – County Employees
  - C. Comp Time Pay Down – Sheriff's Office (Budget Amendment No. 22)
- VIII. **Unscheduled Appointments/Public Comments**  
*(If you wish to address the Board, please state your name for the record prior to speaking)*
  - A.
  - B.
  - C.

ACTION  
REQUIRED

NO  
ACTION  
REQUIRED

ACTION  
REQUIRED

NO  
ACTION  
REQUIRED

ACTION  
REQUIRED

- IX. **Closed Session: Per NCGS #143-318-11(3) - Consult with County Attorney regarding a legal matter and approve 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 the closed session.)
- X. **Adjournment**

**FOR INFORMATION ONLY:**

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**DEPARTMENT HEAD REPORT:**

- Plat Log
- Tax Department Report
- Building Inspector's Reports
- Code Enforcement's Report
- Communications Report – 3<sup>rd</sup> Quarter Ending September 30, 2020

**COMMITTEE WRITTEN REPORTS:**

- 911 Communications Division Advisory Board Minutes – October 22, 2020 Meeting

**NOTES FROM THE COUNTY MANAGER**

January 4, 2021

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.*
- VI.A. County Manager Heath will present several updates to the Board.
- VII.A. **Enclosure.** Enclosed is a copy of the Board/Committee listing for the Commissioners. This is the time that the Board can reorganize these appointments. If you wish to make changes, please let Chairman Nelson know at tonight's meeting so that we can make the adjustments and prepare a revised listing for action next month.
- VII.B. County Manager Heath will discuss the implementation of COLA for county employees for remainder of fiscal year. Board action will be requested.
- VII.C. **Enclosure.** County Manager Heath will discuss the pay down of the remaining Comp Time for the County Sheriff's Department. Board action is being requested (Budget Amendment No. 22).
- IX. **Enclosure.** Pursuant to NC General Statute 143-318-11(3), the Board will go into closed session to discuss a legal matter with the County Attorney and approval of closed session minutes.

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**CONSENT AGENDA NOTES**

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

- A. **Enclosure.** Approval of Minutes: December 7, 2020 Regular Meeting and December 21, 2020 Work Session *(Cancelled)*
- B. **Enclosure.** Tax Refund Approval – See attached listing
- C. **Enclosure.** Personnel Matters

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Jessica Velvin	PT/FI Paramedic	Salary Correction	68/2	\$18,71/yr.	01/01/2021

- D. **Enclosure:** Since we are not giving step/merit increases, we have added an item to authorize employees who have completed their probationary period and are eligible to go on Local Government Retirement for audit purposes:

Employee Name	Employee Job Title	Hire Date	Effective Date
Bethany Buttram	EMS Shift Supervisor (Paramedic)	01/01/2021	01/01/2021
Christopher Prince	Custodian	01/01/2021	01/01/2021

- E. **Enclosures.** Budget Amendment Nos. 19 - 21 are enclosed for your review and action.

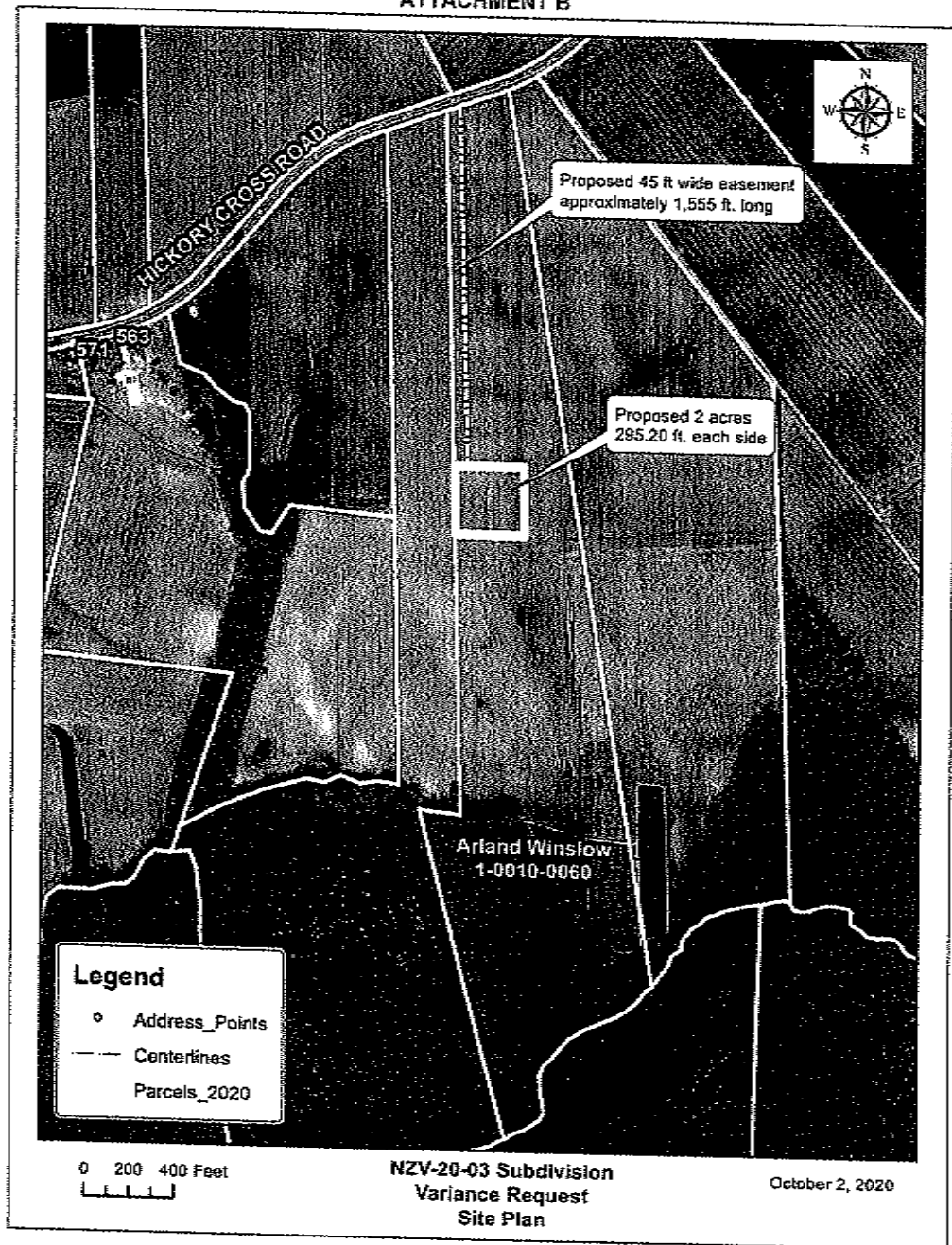
- F. **Enclosures.** The following Board appointment/reappointments will need to be considered for action:

Name	Board/Committee	Action Taken	Term	Effective Date
Blanchard, Teresa	Social Services Board (Social Services Commission Appointee)	Appointment	3 yrs.	12/09/2020
Moore, Michael	Agricultural Advisory Board - FSA	Reappointment	3 yrs.	02/01/2021
Chappell, Laurence	Agricultural Advisory Board - New Hope	Reappointment	3 yrs.	02/01/2021
Bailey, Juanita	Senior Citizens Advisory Board	Reappointment	2 yrs.	02/01/2021
Holman, Lillian	Senior Citizens Advisory Board	Reappointment	2 yrs.	02/01/2021
Burket, Stephen	Senior Citizens Advisory Board	Reappointment	2 yrs.	02/01/2021

- G. **Enclosures.** The following miscellaneous documents were presented for Board action:

1. **Resolution to Support NCACC Initiative on Food System Resiliency:** NCACC is requesting that the counties adopt this resolution to support the work of the NCACC task force and will commit to examining the food system in Perquimans County and take steps to help strengthen the system in the service of sustaining a thriving community.
2. **Economic Improvement Council – Community Services Block Grant 2021 Application:** The State requires that Economic Improvement Council (EIC) present their Community Services Block Grant Application to each County within their jurisdiction and request that the Clerk sign the attached Documentation of Submission. *A copy of the entire application (100+ pages) will be available for Board review in the Clerk to the Board's Office.* A copy of the application will be available at Monday's meeting.

ATTACHMENT B



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WORK SESSION  
November 16, 2020  
7:00 p.m.

The Perquimans County Board of Commissioners Regular Work Session scheduled for Monday, November 16, 2020 at 7:00 p.m. has been cancelled.

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REGULAR MEETING  
December 7, 2020  
7:00 p.m.

*Special Notice for tonight's meeting:* The Perquimans County Board of Commissioners' **REGULAR MEETING** will be held on Monday, December 7, 2020, at 7:00 p.m. in the Meeting Room of the Perquimans County Library located at 514 S. Church Street, Hertford, NC 27944. Because this is considered an essential meeting, the public will be able to attend but social distancing will be required. In addition, public comments will be made in person or in writing, which need to be provided to the Clerk to the Board prior to 5:00 p.m. on Monday, December 7, 2020. You may deliver them to her via fax [(252) 426-4034] or e-mail at mhunnicuttl@perquimanscountync.gov. If you have any questions, please contact the County Manager's Office at (252) 426-8484.

The Perquimans County Board of Commissioners met in a regular meeting on Monday, December 7, 2020 at 7:00 p.m. in the Meeting Room of the Perquimans County Library located at 514 S. Church Street, Hertford, NC 27944. The meeting was moved from Commissioners Room located on the first floor of the Perquimans County Courthouse Annex.

MEMBERS PRESENT: Wallace E. Nelson, Chairman  
 Joseph W. Hoffer  
 Alan Lennon  
 Fondella A. Leigh, Vice Chair  
 T. Kyle Jones  
 Charles Woodard

MEMBERS ABSENT: None

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

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

**AGENDA**

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

**CONSENT AGENDA**

Chairman Nelson asked if there were any items that the Board wished to remove from the Consent Agenda to discuss. There being none, the following items were considered to be routine and were unanimously approved on motion made Joseph W. Hoffer, seconded by Charles Woodard.

1. **Approval of Minutes:** Approval of Minutes: November 2, 2020 Regular Meeting and November 16, 2020 Work Session (cancelled)
2. **Tax Release Approvals:**
  - Bowen, Stephen & Phyllis  
 Disabled exemption. Account No. 357866 \$147.50
  - Bryant, Timothy  
 Moved to a lease held card. Account No. 117496 \$499.73
- Tax Refund Approvals:**
  - Christensen, John  
 Sold vehicle; 9-month refund. Account No. 56327859 \$150.88
  - Walsh, Reginald  
 Incorrect assessment on boat. Account No. 265660 \$159.46

**3. Personnel Matters:**

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Sam Barrow	Human Resource Director/Special Projects Coordinator	Job Reclassification	72/8	\$53,723	01/01/2021
Carilyn Colson	PT/PI Paramedic / Supervisor	Appointment	78/2	\$20,43/hr.	11/24/2020
Carilyn Colson	PT/PI Paramedic	Appointment	68/2	\$18.71/hr.	11/24/2020
Robin Gieseke	PT Temporary Low Income Energy Assistance Worker	Appointment	n/g	\$13.00/hr.	11/16/2020
Denise Stalings	PT Temporary Low Income Energy Assistance Worker	Appointment	n/g	\$13.00/hr.	11/16/2020
Jessica Arthur	Full-Time Paramedic	Promotion	68/E	\$37,966	12/01/2020
Jessica Veivin	Full-Time Paramedic	Resignation			10/31/2020
Nicole Elliott	Administrative Officer I	Extended Leave Without Pay*			10/19/2020
Alexander Ross	Part-Time/Fill-In AEMT	Appointment	66/1	\$16.72/hr.	12/01/2020
Rebecca Cullipher	Part-Time/Fill-In EMT	Appointment	63/1	\$14.65/hr.	12/01/2020
Tabitha Martin	Part-Time/Fill-In EMT	Removed from Roster			11/06/2020
Theodore Bowen	Part-Time/Fill-In AEMT	Removed from Roster			11/06/2020
Tiffany Haynes	Certified P/T Telecommunicator	Resignation			11/04/2020
Tiffany Haynes	Certified PT/PI Telecommunicator	Appointment	62/2	\$14.37/hr.	11/04/2020

\*Effective 10/19/2020, Ms. Elliott was approved to work up to 4 hours per day until re-evaluated by her physician.

**4. Budget Amendments:**

**BUDGET AMENDMENT NO. 15  
 TOURISM DEVELOPMENT FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
45-385-004	EDA - EDPNC Grant	10,750	
45-682-141	EDA - Promotional Activities	10,750	

EXPLANATION: To amend FY 2021 budget to include CARES Relief Funds as approved by the State to be used for election workers/expenses related to November 3rd election.

**BUDGET AMENDMENT NO. 16  
 GENERAL FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-012	EM - EM Grants	6,000	
10-530-333	EM - Performance Grant	6,000	

EXPLANATION: To amend FY 2021 budget to include CERT Team Grant/AARP.

**BUDGET AMENDMENT NO. 17  
 GENERAL FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-351-001	Sheriff - Grants	24,500	
10-510-420	Sheriff - Gov. Crime Commission Grant	24,500	

EXPLANATION: To amend FY 2021 budget to include a grant from Governors Crime Commission.

**BUDGET AMENDMENT NO. 18  
 EMERGENCY TELEPHONE SYSTEM FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
78-500-800	E911 - 911 Carry Forward		50,000
78-500-161	E911 - Hardware Maintenance	50,000	

EXPLANATION: To amend FY 2021 budget to cover expenses for the purchase of a recorder for the 911 Center.

5. **Board Reappointments:** The following LEPC roster was unanimously approved by the Board:

NAME	SPECIALTY	NAME	SPECIALTY
Bass, Billy	Fire	Nelson, Wallace	Local Elected Official
Berner, Greg	Elected Official	Nixon, Jonathan	EM/EMS/911
Brightonham, Richard	EM/Fire/RRT-1	Overman, Barry	Fire
Carpenter, Roy	CERT (Lands End)	Palmer, Cordell	EM/LE
Cartwright, Michael	Fire	Parnell, Brian	NCEM
Chancy, Susan	DSS	Pera SO Rep	Law
Chowan SO Rep	Law	Poole, Tom	EM
Coburn, Andy	CERT (Albemarle)	Smith, Lewis	Owner/Operator
Gay, Aaron	Fire (NC Forestry)	Stokesbee, Julie	EM/Press
Hollowell, Ralph	Environmental	Sproull, Mary	Hospital
Lafoa, David	Fire/Law	Stoop, Ashley	Health Dept.
Layton, Miles	Press	Ward, Paul	NCDA (Environmental)
Layton, Nicole	Press	Wimsow, Jarvis	EM
NCHIP Rep	Law		

D. **Reinstatement of Register of Deeds' Salary:** Pursuant to G.S. 153A-92, the Board of County Commissioners adopted a Resolution reinstating the Register of Deeds' salary to \$49,196 (Grade 70/Step 8) effective December 1, 2020. This action is taken in compliance with General Statute 153A-92

**PRESENTATION TO BRENDA LASSITER, PLANNING BOARD**

Chairman Nelson presented a plaque to Brenda Lassiter for her fourteen (14) years of service on the Planning Board. She resigned from the Planning Board on October 1, 2020. The Board members thanked her for her service. Ms. Lassiter made a few comments.

**ASHLEY STOOP, ALBEMARLE REGIONAL HEALTH SERVICES**

Chairman Nelson introduced Ms. Stoop who presented an update on COVID-19. After her presentation, she asked if there were any questions. Chairman Nelson asked if the number of testing will impact our numbers. Ms. Stoop responded. There being no further questions, the Chairman called on Rhonda Money.

**RHONDA MONEY, PLANNER**

Rhonda Money presented the following request:

**SUBJECT:** N.C. General Statute Chapter 160D Regulation Update for Perquimans County.

**Why it is needed**— Chapter 160D consolidates and reorganizes the Articles of Planning & Regulation of Development in current Article 18, Chapter 153A for counties and Article 19, Chapter 160A for municipalities. It also repeals these existing statutes as of January 1, 2021. This reorganization was initiated by the Zoning and Land Use Section of the N.C. Bar Association in 2013. In 2019, after six years of discussions and Senate and House failures, the General Assembly finally adopted a bill that combined the Chapter 160D bill (S.422) with a set of statutory amendments proposed by the N.C. Home Builders Association (S. 355).

**When it is effective**— The effective date of Chapter 160D has changed several times from Jan 1, 2021 to August 1, 2021 due to COVID-19 uncertainty, then to June 19, 2020 which is the current effective date (S.L. 2020-25). As it stands now, Chapter 160D is in effect if your local regulations have already been updated. The official deadline to update is January 1, 2021, but due to COVID-19, the General Assembly is allowing local governments an extra six months, to July 1, 2021 to bring their regulations into conformity.

"Local governments can enact their amendments now, but they are not required to do so until July 1, 2021." *David Owens, Coates' Canons Blog: Chapter 160D Now Effective*

**What it encompasses**— Perquimans County's Manufactured Home Park Ordinance, Subdivision Regulations, and Zoning Ordinance need to be edited for issues such as:

- > References to G.S. Chapters 160A or 153A will need to reference appropriate 160D sections
- > Terminology must be updated to match 160D terms, such as Conditional Zoning (vs. Conditional Use District) and Special Use Permit (vs. Conditional Use Permit).
- > Definitions for *building, dwelling, dwelling unit, bedroom, and sleeping unit* must be consistent with definitions in state law.
- > New staff conflict-of-interest standards must be incorporated into regulations.
- > Must adopt comprehensive plan updates using legislative decision procedures.
- > Must reasonably maintain a comprehensive plan.
- > Conditional-use-district zoning must be eliminated; existing CUZ zoning converts to conditional zoning district on January 1, 2021.
- > For a future land use map that is deemed amended, if it is a CAMA plan, then such amendment is not effective until it goes through the CAMA plan-amendment process
- > Parties with standing must be allowed to participate fully in an evidentiary hearing, including presenting evidence, cross-examining witnesses, objecting to evidence, and making legal arguments.
- > Multi-phase developments must be recognized – long-term projects of at least 25 acres – with vesting up to seven years, except for specified exceptions.
- > Be aware that a court shall award attorneys' fees if the court finds that a city or county violated a statute or case law setting forth unambiguous limits on its authority.

Now is also the opportune moment to make minor text amendments, such as incorporating 2017 legislation into our subdivision regulations (street maintenance bonds).

**How to implement**— Due to the extensive time required in the nature of the task, more personnel is needed to complete the project by the required deadline.

Subcontractor, Holland Consulting Planners, has submitted a proposal to re-write/update the Perquimans County zoning, subdivision, and manufactured home park ordinances for a proposed fee not to exceed seventeen thousand five hundred dollars (\$17,500). The proposal is based on the following considerations:

- County staff will provide a list of edits/corrections which should be made to the Zoning Ordinance
- The Subdivision Regulations will be updated to ensure compliance with all NCGS requirements, including NCGS 160D and road maintenance bonds.
- Revisions to the manufactured home park ordinance for compliance with NCGS 160D.
- There will be one (1) meeting with the Planning Board, one (3) work session with the Board of Commissioners, and attendance at a public hearing.
- Landin Holland will be the Project Manager and primary contact.
- Delivery to the County of an electronic copy of all revised ordinances.

County Manager Heath also mentioned that, while they are making these required changes, the Board may want to consider some change in the lot sizes. On motion made by T. Kyle Jones, seconded by Charles Woodard, the Board unanimously approved the contract with Holland Consulting Planners and the following Budget Amendment No. 14:

**BUDGET AMENDMENT NO. 14  
GENERAL FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-399-000	General Fund Balance Appropriated		17,500
10-420-040	County Manager - Professional Services		17,500
<b>EXPLANATION:</b> To amend FY 2021 budget to include funds to cover expenses as required due to 160D regulation changes/updates.			

**JAMES BUNCH, ASSISTANT SCHOOL SUPERINTENDENT**

Mr. Bunch was unable to be at the meeting so Jamie Johnson, Director of Maintenance, presented the following Perquimans County School System five-year capital outlay plan:

**PQ Schools 0-5 Year Plan**

SCHOOL	NUMBER	EST. COST (\$1000)	ADDITIONALS	REPLACEMENT	PAVING	TOTAL	TOTAL (\$)
PCS	2	0	0	\$2,312,202	\$160,000	0	\$2,472,202
HGS	2	0	0	\$870,860	\$160,000	0	\$1,030,860
PCHS	1	0	0	\$5,896,635	\$230,000	0	\$6,126,635
PCMS	2	0	0	\$5,117,896	\$210,000	0	\$5,327,896
<b>TOTAL</b>		0	0	<b>\$14,197,593</b>	<b>\$760,000</b>	0	<b>\$14,957,593</b>

PCS: Kitchen equipment, roof replacement, furniture replacement, upgrade fire system, paving.

HGS: Kitchen equipment, lighting upgrade, HVAC upgrade, asbestos abatement, upgrade fire system, paving.

PCHS: Kitchen equipment, paving, roof and window replacement, HVAC upgrade, restroom renovations, upgrade fire system, fighting upgrade.

PCMS: Kitchen equipment, paving, canopy for student pick-up, roof replacement, lighting upgrade, HVAC upgrade, science lab, upgrade fire system.

**PQ Schools 6-10 Year Plan**

SCHOOL	NUMBER	EST. COST (\$1000)	ADDITIONALS	REPLACEMENT	PAVING	TOTAL	TOTAL (\$)
PCS	4	0	\$877,500	0	\$73,320	0	\$950,820
HGS	3	0	0	\$193,748	0	0	\$193,748
PCHS	3	0	0	\$177,750	0	0	\$177,750
PCMS	4	0	\$3,944,531	0	\$329,588	0	\$4,274,119
<b>TOTAL</b>		0	<b>\$4,822,031</b>	<b>\$371,498</b>	<b>\$402,908</b>	0	<b>\$5,596,437</b>

PCS: Add 2 (two) new Pre-K classrooms

HGS: Replace windows and roof

PCHS: Renovate auditorium and science lab

PCMS: Replace gymnasium

After his presentation, Chairman Nelson asked Superintendent Tucker if she had any comments. She made a few comments and thanked the Board for the continued support of Perquimans County School System. At the Board's tour through the schools, the Board was able to see how many of these repairs and renovations were needed. They have already handled some of their needs and she hopes that, once this pandemic subsides and the Board can take another tour, the Board will see how many things have been improved. It was the consensus of the Board to approve the plan as reviewed and to authorize Chairman and County Manager to sign the document once it is prepared.

**ZLS TAX SERVICES**

Bill Jennings, Tax Administrator, introduced Mark Bardill and Ben Bardill of Zacchaeus Legal Services (ZLS). Mr. Mark Bardill provided an overview of their company which specializes in mortgage foreclosures. After he made his presentation, he asked the Board if they had any questions. County Manager Heath asked about their company initiating the in rem process in their program. Mr. Bardill said that their company had opted out of that process. Chairman Nelson asked Mr. Bardill if they have had any litigations filed against them while handling this process. Mr. Bardill said that they have not. Commissioner Woodard asked where their business was located. Mr. Bardill said that it was located in Trenton, NC. There being no further questions or comments, Chairman Nelson stated that the Board would consider his proposal and notify him of their decision.

**COMMISSIONER'S CONCERNS/COMMITTEE REPORTS**

The following commissioner concerns/committee report was given:

- > **Commissioner Woodard:** Commissioner Woodard said that many of the fishermen have complained to him about not having enough lighting at the boat ramp at the Recreation Center at this time of year. County Manager Heath said that he had discussed this with Mr. Woodard and is looking into adding additional lighting in that area.

There being no further comments or reports, Mr. Nelson proceeded with the rest of the meeting.

**UPDATES FROM COUNTY MANAGER**

County Manager Heath presented the following updates:

- > **Marine Basin Bids:** Mr. Heath informed the Board that the County has applied for a \$1.5 million grant through NC Commerce Industrial Fund for the marine basin. He hopes to have a response by the end of this month. Commissioner Lennon asked Mr. Heath if the changing of our Tier status would affect the approval of this grant. Mr. Heath stated that the Tier status change will not take effect until 2021 so it should not affect it.
- > **PORT Building (old Mental Health Building):** County Manager Heath explained that he met with the Board of Elections at the PORT Building and it was the opinion of the Board of Elections that the building was too small for their needs and that they would like to remain at the Extension Building. Therefore, he has offered the old EMS/Mensoring Building to them and they feel that would be the best solution. There will be more discussions about the PORT Building at a later date.

**APPOINTMENT: AT-LARGE REPRESENTATIVE TO ALBEMARLE COMMISSION'S BOARD OF DELEGATES**

As explained last month, Albemarle Commission notified the County last month that Perquimans County would be eligible this year to appoint an at-large representative to the Albemarle Commissioner's Board of Delegates. Chairman Nelson asked the Board if they had any recommendations for this appointment. Commissioner Leigh suggested Connie Brothers and Charles Woodard mentioned that Dianne Layden had mentioned it. Chairman Nelson asked if the County had a Statement of Interest to Serve application on file for these individuals. County Manager Heath stated that he did not think that we had a volunteer application from Connie Brothers but did have one from Dianne Layden. Mary

Hunnicut, Clerk to the Board, confirmed that. After some discussion, Joseph W. Hoffer made a motion to appoint Connie Brothers as the at-large representative to the Albemarle Commission's Board of Delegates for a two-year term pending receipt of the completed Statement of Interest to Serve application. The motion was seconded by Alan Lennon and unanimously approved by the Board.

#### SWEARING-IN

Todd Tilley, Clerk of Superior Court, gave the Oath of Office to newly re-elected Commissioners Joseph W. Hoffer, T. Kyle Jones, and Charles Woodard.

#### ELECTION OF CHAIRMAN/VICE CHAIR

Hackney High, County Attorney, acting as Temporary Chairman of the meeting, opened the floor for nominations for Chair/Chairman of the Board. Charles Woodard nominated Wallace E. Nelson as Chairman. Joseph W. Hoffer seconded the nomination. Mr. High asked if there were any other nominations. There being none, Fondella A. Leigh made a motion that the nominations be closed. The motion was seconded by Joseph W. Hoffer and unanimously approved by the Board. Mr. High ordered that the nominations be closed. T. Kyle Jones made a motion to elect Wallace E. Nelson as Chairman. The motion was seconded by Charles Woodard and unanimously approved by the Board. Mr. High opened the floor for nominations for Vice Chair/Chairman of the Board. T. Kyle Jones nominated Fondella A. Leigh as Vice Chair. Charles Woodard seconded the nomination. Mr. High asked if there were any other nominations. There being none, Joseph W. Hoffer made a motion that the nominations be closed. The motion was seconded by Charles Woodard and unanimously approved by the Board. Mr. High ordered that the nominations be closed. Wallace E. Nelson made a motion to elect Fondella A. Leigh as Vice Chair. The motion was seconded by Charles Woodard and unanimously approved by the Board. Mr. High turned the meeting over to the newly re-elected Chairman, Wallace E. Nelson.

#### PLANNING ITEM: STATUS REPORT ON CUP-19-03 - PERQUIMANS SOLAR, LLC'S LARGE SCALE SOLAR POWER GENERATING FACILITY

County Manager Heath presented background information on the extension of the CUP-19-03. Normally the extension is for one year but Geenex is requesting a two-year extension. Jim Harris, representative of Geenex, presented the following letter and explained the problems that they have experienced and the reason they are requesting the two-year extension:



October 29, 2020

Via USPS and Electronic Mail

Board of County Commissioners  
c/o Planning Office/County Manager Office  
Perquimans County  
PO Box 45  
Hertford, NC 27944

Re: Perquimans Solar CUP-19-03

Dear Board,

This letter concerns the above reference Conditional Use Permit officially issued to Perquimans Solar, LLC as of the date October 7, 2019 (the "CUP"). Pursuant to Section N of the CUP, Perquimans Solar LLC formally requests an extension of the CUP for at least one year, specifically the time in which to begin construction on the project from December 31, 2020 to, preferably, December 31, 2022.

Perquimans Solar, LLC has diligently prepared to begin and complete construction on the project throughout 2020. Unfortunately, construction has not been able to proceed due to unanticipated interconnection delays with Dominion Energy and will be delayed beyond December 31, 2020. There is a large electric customer in the area that is expected to go offline in late 2021/early 2022. Due to issues with transmission capacity, the project will become fully financially feasible for commercial operation after the large customer has gone off-line. These delays are further compounded by the impacts of the Covid-19 pandemic which has had a negative impact on the underlying conditions for proceeding with the Project such as the conditions for construction as well as impacts to financial markets and financing conditions.

Accordingly, Perquimans Solar, LLC respectfully requests that the Board of County Commissioners, pursuant to Section N of the CUP, grant an extension of the CUP of at least a year or more, and preferably, up to and including December 31, 2022, in which to begin construction. We appreciate your attention to this matter and if the Board requires anything further from, or has questions for, Perquimans Solar, LLC please let us know.

Best regards,

Kara W. Price  
Senior Vice President, Permitting & Development  
Geenex Solar

cc: Rhonda Money, Perquimans County, NC Planner  
([rhondamoney@perquimanscountync.gov](mailto:rhondamoney@perquimanscountync.gov))

Phillip A. Harris, Jr., Attorney, Kilpatrick Townsend &  
([pharris@kilpatricktownsend.com](mailto:pharris@kilpatricktownsend.com))

Geenex Solar, LLC  
1910 Abbott Street  
Suite 402  
Charlotte, NC 28203  
980-737-7026  
[Info@geenexsolar.com](mailto:Info@geenexsolar.com)



Chairman Nelson asked if the Board had any questions. Commissioner Lennon asked that, within his letter, they mentioned something about a large electric customer is going offline in late 2021/early 2022 but they cannot promise this. Mr. Harris explained that this was one of the reasons for the request for a two-year extension. On motion made by T. Kyle Jones, seconded by Joseph W. Hoffer, the Board unanimously approved Geenex's request for a two-year extension on CUP-19-03.

NCACC CONFERENCE VOTING DELEGATE

Chairman Nelson stated that the Board needed to appoint a voting delegate to the virtual NCACC Legislative Goals Conference on January 14-15, 2021. On motion made by Alan Lennon, seconded by Charles Woodard, the Board unanimously appointed Wallace E. Nelson as the Voting Delegate to the NCACC Legislative Goals Conference.

PUBLIC COMMENTS

The following public comment was made:

- > **Terry Swope:** Ms. Swope presented the following public comment regarding the reduction of elected officials salary:  
*Two years ago I witnessed my first election here in the County. The process of electing a sheriff horrified me. In Feb of 2018, a resolution was passed by the Board to reduce the pay of the "New" sheriff by about 30%. I use air quotes very purposely, because if the "New" sheriff ended up being the old sheriff, it was verbally conveyed to him the pay would immediately jump back up and he wouldn't see a dime lost. This year, the office of Register of Deeds was up for election. In January, a resolution was passed to reduce the pay of the "New" Register of Deeds by about 20%. Apparently, this resolution was passed as a safeguard measure though, as it was stated at the time, "We need to pass this now, but I don't think anyone is running against Jackie". Tonight, with Ms. Frierson's position firmly secured, the compensation is returned to it previously higher level. This message is not about Sheriff White or Ms. Frierson: it's about how you implement NC Gen Stat 153A-92. The Office of Sheriff is an elected, independent office, answerable only to the people. In short, he doesn't work for you. It is MEANT to be this way. The same is true for the Register of Deeds. They are elected positions, very purposely meant to be kept distant from the power brokers. This is to help ensure their impartiality should a dispute arise, ESPECIALLY a dispute between powerful individuals such as yourselves and the common Perquimans Citizen. Most everywhere in American practices this system. Now you folks, more than most, know that anytime someone runs for public office that they must make sacrifices of money, time, privacy, etc. In short—they are putting themselves at risk. I say, when you alter the compensation of ONE candidate vs that of another, you are providing two very different risk/reward profiles to the candidates. How many potential candidates DON'T even run because of the lowered compensation? The lowered reward, no long justifies the sacrifices they must make. We'll never know. You have culled the field of candidates in advance. I believe 153A-92 was meant to prevent powerful commissioners from pulling the rug from under the other ELECTED officials if said officials didn't play ball with the commissioners. I believe THAT was the true intention of 153A-92. I further believe you are misusing 153A-92 and in doing so staining the very election process itself. I don't believe you are doing so maliciously (I wasn't so sure two years ago) but it doesn't change the fact you are doing it. You have somehow lost sight of the fact these are ELECTED positions, and past experience or training or years of public service, are irrelevant. They have no bearing on the compensation. You are to provide money's for the offices; THE PEOPLE decide who fills those offices. When you trim the field of potential candidates at the start of the election cycle by promising any challengers less, you are changing the election itself, and not for the better. Ask yourselves, why is this not done for Mayor, Judges, Governors, Senators, County Commissioners, etc. ONLY here do we do this, and it is wrong. --Terry Swope--*
- > **Quentin Jackson:** Mr. Jackson came before the Board for two reasons. First of all, regarding ZLS stating that they have a contract with the Town of Hertford which is illegal because the Town of Hertford has a contract with Perquimans County to collect taxes. He stated that, when you look at ZLS, the process that the Town of Hertford did was that Hertford Town Council agreed to provide them with nine properties to look at how the process ran. They were supposed to come back to the Council and they have not done so. What they did do was to tell them that, if the Town of Hertford did not give them all the properties, they did not want anything to do with the Town of Hertford. Mr. Jackson voted against the contract with ZLS. The Town of Hertford sent the following properties to them: 16 properties on King Street; 11 properties on Dobb Street; and 14 properties on Market Street. Ask yourself where the majority of African-American Hertford residents live and you will find that the majority live on these streets. He further stated that the Town of Hertford has a 96% collection rate thanks to the County for doing a wonderful job. He is asking that the Board take a careful look at ZLS and not to make any rash decisions. The second reason was to thank County Manager Heath publicly for his assistance in several projects that they have worked on. He said that, during the last couple of meetings that he came to address the Board, he did not have kind words for Mr. Heath. He said that he came tonight to thank County Manager Heath for assisting him in several recent projects. He hopes that they can continue this working relationship.
- > **Kim Bring:** She came to let the Board know that she supports the use ZLS to collect taxes for the County.

CLOSED SESSION: CONSULT WITH ATTORNEY REGARDING A LEGAL MATTER AND CLOSED SESSION MINUTES

There being no further comments from the public, Chairman Nelson proceeded with the closed session. 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 closed session minute approval. On motion made by Charles Woodard, seconded by Fondella A. Leigh, the Board unanimously voted to go into Closed Session.

The Closed Session was adjourned and the Regular Meeting reconvened on motion made by Fondella A. Leigh, seconded by Charles Woodard, and unanimously approved by the Board.

No action was required from the Closed Session.

ADJOURNMENT

Chairman Nelson stated that, unless something comes up before December 21<sup>st</sup>, we will not be having a Work Session. There being no further comments or business to discuss, the Regular Meeting was adjourned at 8:50 p.m. on motion made by Charles Woodard, seconded by Fondella A. Leigh.

Wallace E. Nelson, Chairman

Clerk to the Board

\*\*\*\*\*

\*\*\*\*\*

WORK SESSION  
December 21, 2020  
7:00 p.m.

The Perquimans County Board of Commissioners Regular Work Session scheduled for Monday, December 21, 2020 at 7:00 p.m. has been cancelled.

\*\*\*\*\*

December 23, 2020

**Tax Refunds: (Perquimans County)**

Donald Gene Madre ..... \$281.08  
Incorrect assessment on farm equipment.  
Account#: 224220

EMPLOYMENT ACTION FORM

DATE SUBMITTED: November 2, 2020

COUNTY OF PERQUIMANS  
**PART-TIME EMS/RESCUE EMPLOYEES**

NAME: Jessica Velvin SOC. SEC. NO.: \_\_\_\_\_

POSITION: EMS Part-Time, Fill-In Paramedic RESCUE: \_\_\_\_\_

NEW EMPLOYEE EFFECTIVE DATE: November 2, 2020

GRADE: 68 STEP: 2 SALARY: \$18.71 per hour

*Complete following information only if for new employee.*

ADDRESS: 124 Seagull Drive

CITY/STATE/ZIP: Elizabeth City, NC 27909

PHONE NUMBER: 252-287-5666

\_\_\_\_\_ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE RAISE DUE TO  
Date CERTIFICATION ~~(PER ATTACHED STATE CERTIFICATE OF COMPLETION)~~.

GRADE: \_\_\_\_\_ STEP: \_\_\_\_\_ SALARY: \_\_\_\_\_

\*\*\*\*\*

EMS DEPARTMENT RECOMMENDATION  
MANAGER APPROVAL

[Signature]

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

RESCUE SQUAD RECOMMENDATION

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

COUNTY MANAGER APPROVAL

[Signature]

DATE: 11/2/2020

FINANCE OFFICER

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

## LIST OF EMPLOYEES ELIGIBLE FOR RETIREMENT

January-21					
EMS	Butram, Bethany	Bethany Butram	01/01/20	FT	EMS Shift Supervisor (Paramedic)
Main	Prince, Chr	Christopher Prince	01/01/20	FT	Custodian

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Wallace E. Nelson, Chairman

**BUDGET AMENDMENT**  
**PERQUIMANS COUNTY BOARD OF COMMISSIONERS**  
**GENERAL FUNDS**  
**NO. 19**

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 4th DAY OF JANUARY, 2021, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2020 - 2021 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-000	DSS - State Grants	59,315	
10-610-200	DSS - Pandemic LIEAP	59,315	
<b>EXPLANATION:</b> To amend FY 20/21 budget to include Pandemic LIEAP funds as authorized 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 4th DAY OF JANUARY, 2021.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 4th DAY OF JANUARY, 2021.

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

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

**BUDGET AMENDMENT**  
**PERQUIMANS COUNTY BOARD OF COMMISSIONERS**  
**GENERAL FUNDS**  
**NO. 20**

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 4th DAY OF JANUARY, 2021, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2020 - 2021 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-450-110	Tax - Telephone/Postage		2,000
10-450-740	Tax - Capital Outlay	2,000	
<b>EXPLANATION:</b> To amend FY 20/21 budget to cover office equipment replacement expenses.			

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 4th DAY OF JANUARY, 2021.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 4th DAY OF JANUARY, 2021.

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

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

**BUDGET AMENDMENT**  
**PERQUIMANS COUNTY BOARD OF COMMISSIONERS**  
**GENERAL FUNDS**  
**NO. 21**

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 4th DAY OF JANUARY, 2021, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2020 - 2021 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-033	State Grants - Senior Medicare	2,135	
10-615-146	Extension - SHIP	2,135	
<b>EXPLANATION:</b> To amend FY 20/21 budget to include SHIP amount granted 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 4th DAY OF JANUARY, 2021.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 4th DAY OF JANUARY, 2021.

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

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



## Social Services Board Member

Susan Chaney <schaney@perqdss.net>

Mon 12/14/2020 10:22 AM

To: Frank Heath <frankheath@perquimanscountync.gov>

Cc: Mary Hunnicutt <mhunnicutt@perquimanscountync.gov>; Tracy Mathews <tracymathews@perquimanscountync.gov>; Helen Hunter <helenhunter@perquimanscountync.gov>

I received email notification on December 10, 2020 that the Social Services Commission met on December 9, 2020 and confirmed the appointment of Ms. Teresa Blanchard to the Perquimans County Department of Social Services Board, effective 12/9/2020 - 12/9/2023. I have not yet received her official certificate and will forward it to you when I receive it, but I wanted to let you know so that you could add to the January's Commissioner's Meeting agenda.

Thank you and have a great week.

Susan M. Chaney

Director

Perquimans Co. Dept. Social Services

PO Box 107

Hertford, NC 27944

252-426-7373 ext. 128

**Re: Agricultural Advisory Board**

Teresa Story &lt;teresa\_story@ncsu.edu&gt;

Tue 12/29/2020 4:35 PM

To: Mary Hunnicutt [mhunnicutt@perquimanscountync.gov](mailto:mhunnicutt@perquimanscountync.gov)

Mary,

Laurence and Michael both agreed to be on the board for 3 more years.

Teresa S. Story, County Administrative Assistant

North Carolina State University

College of Agriculture and Life Sciences

North Carolina Cooperative Extension

Perquimans County Center

601-A South Edenton Road Street

PO Box 87

Hertford, NC 27944

Phone: 252-426-5428

Fax: 252-426-1646

Email: [teresa\\_story@ncsu.edu](mailto:teresa_story@ncsu.edu)Internet: [www.perquimans.ces.ncsu.edu](http://www.perquimans.ces.ncsu.edu)

On Tue, Dec 29, 2020 at 10:24 AM Mary Hunnicutt <[mhunnicutt@perquimanscountync.gov](mailto:mhunnicutt@perquimanscountync.gov)> wrote:

Jewel &amp; Teresa,

According to my schedule, the following reappointments need to be made for the Agricultural Advisory Board:

Member Name	Board Name	Term	Appt	Expire
Woodard, Charles	Agricultural Advisory Board - Commissioner	3 yrs.	2/1/2018	1/31/2021
Moore, Michael	Agricultural Advisory Board - FSA	3 yrs.	5/7/2018	1/31/2021
Chappell, Laurence	Agricultural Advisory Board - New Hope	3 yrs.	5/7/2018	1/31/2021

With regard to Charles Woodard, that appointment will be made by the Commissioners when they review their board listing. I need to know about Michael Moore and Laurence Chappell. Do you think they would be willing to consider be reappointed for another 3-year term?

Just let me know as soon as you can. I would like to place it on the January 4, 2021 agenda. Sorry for the late notice.

Thanks.

Mary P. Hunnicutt

Clerk to the Board

Perquimans County

P.O. Box 45

Hertford, NC 27944

Phone: (252) 426-8484

Fax: (252) 426-4034

E-Mail: [mhunnicutt@perquimanscountync.gov](mailto:mhunnicutt@perquimanscountync.gov)*Perquimans County's Vision:**To be a community of opportunity in which to live, learn, work, prosper and play.*

**Re: Information Regarding Committees/Appointments**  
**Sr. Center Office <seniorcenteroffice@perquimanscountync.gov>**  
Thu 12/31/2020 9:24 AM  
To: Mary Hunnicutt [mhunnicutt@perquimanscountync.gov](mailto:mhunnicutt@perquimanscountync.gov)

Steve Burket and Juanita Bailey will gladly continue to serve on the Advisory Board! Frank Heath, a member, participant and great volunteer excitedly accepted the opportunity to serve in the position left by Mr. Bob!

Beverly Gregory, Coordinator  
Perquimans County Senior Citizens Center  
1072 Harvey Point Road; PO Box 615  
Hertford, NC 27944  
Telephone: 252-426-5404  
Fax: 252-426-1296  
Email: [seniorcenteroffice@perquimanscountync.gov](mailto:seniorcenteroffice@perquimanscountync.gov)

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

**From:** Sr. Center Office <[seniorcenteroffice@perquimanscountync.gov](mailto:seniorcenteroffice@perquimanscountync.gov)>  
**Sent:** Wednesday, December 30, 2020 9:46 PM  
**To:** Mary Hunnicutt <[mhunnicutt@perquimanscountync.gov](mailto:mhunnicutt@perquimanscountync.gov)>  
**Subject:** Re: Information Regarding Committees/Appointments

So excited! I will let you know tomorrow if I have an affirmed person to accept the opportunity. Have heard back from Lillian Holman - affirmative. I will contact the others again in the morning. So excited. Lillian is leaving her paper with me tomorrow. When do you need them by?

Beverly Gregory, Coordinator  
Perquimans County Senior Citizens Center  
1072 Harvey Point Road; PO Box 615  
Hertford, NC 27944  
Telephone: 252-426-5404  
Fax: 252-426-1296  
Email: [seniorcenteroffice@perquimanscountync.gov](mailto:seniorcenteroffice@perquimanscountync.gov)

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



# 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 in Support of NCACC Presidential Initiative to Promote Food System Resiliency

- WHEREAS**, access to food is a basic human need and is vital to the well-being of a community;
- WHEREAS**, all 100 North Carolina counties are committed to ensuring the needs of their citizens are met;
- WHEREAS**, food security, defined as reliable access to quality, affordable food, is vital to a thriving community and food insecurity threatens the fabric of a healthy society.
- WHEREAS**, According to Feeding America's annual Map the Meal Gap study, conducted to improve our understanding of food insecurity and food costs at the local level, the average food insecurity rate across North Carolina's counties is 14 percent. And Feeding America projects that the rate will rise to 19.3 percent due to the pandemic.
- WHEREAS**, Perquimans County has a food insecurity rate of twenty (20) percent;
- WHEREAS**, the current pandemic is only further exacerbating the issue of food insecurity and families are facing difficult decisions about how to make ends meet, including whether they can afford the food they need;
- WHEREAS**, it is projected that the food insecurity rate in North Carolina will rise to 19.3 percent due to the pandemic and the child food insecurity rate is projected to rise from 19.3 percent to 28.6 percent;
- WHEREAS**, according to state officials, agriculture and agribusiness account for 17% of all jobs in the state and an annual economic impact of \$91.8 billion and is a vital aspect of the economy in North Carolina;
- WHEREAS**, county commissioners have a responsibility to ensure the basic needs of our citizens are met;
- WHEREAS**, the North Carolina Association of County Commissioners (NCACC), under the direction of President Ronnie Smith will be leading a task force to address food system resiliency to help counties take actions to ensure the resources we have are getting to the people in need;
- WHEREAS**, the NCACC Task Force will be meeting to examine the various issues that go into creating and sustaining a resilient food system for our residents;
- WHEREAS**, by supporting our farmers, supply chains, agribusiness, food industry, and hungry families, we can build resilient communities;
- NOW, THEREFORE, LET IT BE RESOLVED, THAT THE** Perquimans County Board of Commissioners do hereby resolve to support the work of the NCACC task force and will commit to examining the food system in Perquimans County and take steps to help strengthen the system in the service of sustaining a thriving community.
- ADOPTED** the 4<sup>th</sup> day of January, 2021.

Wallace E. Nelson, Chairman  
 Perquimans County Board of Commissioners

Attest:

\_\_\_\_\_  
 Clerk to the Board

SEAL

**Perquimans County's Vision:**

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

**Community Services Block Grant [CSBG]  
Documentation of Submission to County Commissioners**

Background: The North Carolina Administrative Code [10A NCAC 97C.0111 (b)(1)(A)] requires that each CSBG grant recipient submit its Community Anti-Poverty Plan [grant application] to each County Commissioner Board that it serves.

Instructions: This form is to be completed and notarized by the Clerk to the Board.

Agency Name: \_\_\_\_\_

County: \_\_\_\_\_

Date of Application Submission: \_\_\_\_\_

[Note: This application should be submitted to the County Commissioners at least thirty [30] days prior to application submission to the Office of Economic Opportunity [OEO]. The grant application is due to OEO January 15, 2021.

Clerk to the Board should initial all items below.

\_\_\_\_\_ The agency submitted a complete grant application for Commissioner review.

\_\_\_\_\_ The Clerk to the Board will be responsible for assuring that the application is distributed to the Commissioners.

\_\_\_\_\_ Commissioners' comments provided those to the agency. (If applicable)

\_\_\_\_\_  
Clerk to the Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
Notary

\_\_\_\_\_  
Date

## LIST OF BOARD MEMBERS

AS OF 12/31/2020

Name	Board/Committee	Term	Appt.	Expire
<b>JOSEPH HOFFLER</b>				
Hoffler, Joseph	Albemarle Regional Landfill Authority	4 yrs.	2/1/2017	1/31/2021
Hoffler, Joseph	Communications Advisory Board - County	2 yrs.	2/1/2019	1/31/2021
Hoffler, Joseph	Court Security Committee	unlimited	2/1/2017	unlimited
Hoffler, Joseph	Historic Hertford, Inc.	3 yrs.	7/1/2017	6/31/2020
Hoffler, Joseph	Home & Community Care Block Grant	unlimited	12/3/2012	unlimited
Hoffler, Joseph	Perquimans/Chowan/Gates Landfill Committee	indefinite	2/1/2017	indefinite
<b>KYLE JONES</b>				
Jones, Kyle	Albemarle District Jail Commission	2 yrs.	2/1/2019	1/31/2021
Jones, Kyle	Court Security Committee	unlimited	1/5/2015	unlimited
Jones, Kyle	Inter-Agency Council - Commissioner	1 yr.	7/1/2020	6/30/2021
Jones, Kyle	RPO Transportation Advisory Committee	2 yrs.	2/1/2019	1/31/2021
Jones, Kyle	Water Committee	unlimited	2/1/2019	unlimited
<b>FONDELLA LEIGH</b>				
Leigh, Fondella	Albemarle Commission	unlimited	1/1/2015	unlimited
Leigh, Fondella	Economic Development Commission - County	2 yrs.	2/1/2019	1/31/2021
Leigh, Fondella	Housing Committee Chairman	unlimited	1/5/2015	unlimited
Leigh, Fondella	Recreation Advisory Committee - Commissioner	3 yrs.	7/1/2020	6/30/2023
Leigh, Fondella	Senior Citizens Advisory Board	2 yrs.	2/1/2019	1/31/2021
Leigh, Fondella	Water Committee	unlimited	1/5/2015	unlimited
Leigh, Fondella	Northeastern Workforce Development Consortium	unlimited	2/1/2015	unlimited
<b>ALAN LENNON</b>				
Lennon, Alan	Economic Development Commission - County	2 yrs.	2/1/2019	1/31/2021
Lennon, Alan	Perquimans/Chowan/Gates Landfill Committee	indefinite	2/1/2019	indefinite
Lennon, Alan	Water Committee	unlimited	2/1/2019	unlimited
Lennon, Alan (Chairman)	Tourism Development Authority (Commissioners)	2 yrs.	4/1/2020	3/31/2022
<b>WALLACE NELSON</b>				
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.	1/1/2021	12/31/2021
Nelson, Wallace	COA - Board of Trustees	4 yrs.	7/1/2017	6/30/2021
Nelson, Wallace	Economic Development Commission - County	2 yrs.	2/1/2019	1/31/2021
Nelson, Wallace	EMS Advisory Board	2 yrs.	2/1/2019	1/31/2021
Nelson, Wallace	Trillium Northern Region Advisory Board	unlimited	5/4/2015	unlimited
<b>CHARLES WOODARD</b>				
Woodard, Charles	Agricultural Advisory Board - Commissioner	3 yrs.	2/1/2018	1/31/2021
Woodard, Charles	Chamber of Commerce Board	unlimited	2/7/2011	unlimited
Woodard, Charles	Social Services Board ( <i>as long as Commissioner</i> )	3 yrs.	7/1/2019	6/30/2022
Woodard, Charles	Tourism Development Authority (Commissioners)	2 yrs.	2/1/2019	1/31/2021
Woodard, Charles	Tri-County Shelter Advisory Committee Board	unlimited	2/1/2013	unlimited

**BUDGET AMENDMENT**  
**PERQUIMANS COUNTY BOARD OF COMMISSIONERS**  
**GENERAL FUNDS**  
**NO. 22**

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 4th DAY OF JANUARY, 2021, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2020 - 2021 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-345-000	Local Option Sales Tax 1%	70,380	
10-510-020	Sheriff - Salaries	56,992	
10-510-050	Sheriff - FICA	4,360	
10-510-070	Sheriff - Retirement	9,028	
<b>EXPLANATION:</b> To amend FY 20/21 budget to include comp time payout for our deputies.			

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 4th DAY OF JANUARY, 2021.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 4th DAY OF JANUARY, 2021.

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

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

**§ 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

# DEPARTMENT HEAD REPORTS

PLAT REVIEW LOG - PERQUIMANS COUNTY

December

MATRIX EAST PLLC WILLIAM&ETHEL CHAPPELL	X	12-4-2020	X	RECOMBINATION OF 4-0054-0061B TO 4-0054-0069 4.342 ACRES
JOSIAH A WEBB III NC NIXON PROPERTIES LLC	X	12-7-2020	X	EXISTING PARCEL 5-051-0021-W 35,725 SQ FT
PAUL J TOTI JAMES COPELAND	X	12-7-2020	X	BOUNDARY SURVEY 1-0029-0035 1.597 ACRES
MARK D PRUDEN LOUIS RICHARD STALLINGS JR	X	12-9-2020	X	SUBDIVISION FROM 1-0010-0060 2 ACRES
T.A. STOKELY PLLC RRT PROPERTIES	X	12-14-2020	X	SUBDIVISION OUT OF 4-0053-0097A 3.11 ACRES
J H MILLER JR TA NEWBOLD MILLER LLC	X	12-17-2020	X	EXISTING PARCEL 2-0061-0076A

BISSELL PO BOX 1068 KITTY HAWK, NC 27949 (252) 261-3266	J H MILLER JR 166 COTTONWOOD DRIVE HERTFORD, NC 27944 339-6932	MC KIM & CREED 504 E ELIZABETH ST STE 1 ELIZABETH CITY, NC 27909 338-2929	ROBEY 159 US HWY 158 W EAST CAMDEN, NC 27921 335-1888	SCOTT TEMPLE PO BOX 422 ELIZABETH CITY, NC 27907 330-4016
BOWMAN CONSULTING PAUL J TOTI 131 MAIN STREET GATESVILLE, NC 27909 357-1581	EUGENE JORDAN 402 SIGN PINE ROAD TYNER, NC 27980 221-4795	MARK PRUDEN 146 OAK GROVE ROAD EDENTON, NC 27932 482-7804	GLORIA ROGERS 215 B STREET CAMDEN, NC 27921 338-1415/333-8781	SL CARDWELL SURVEYING 1206 FRANCIS STREET ELIZABETH CITY, NC 27909 338-6328
CHARLES E BROWN, III 2005 JOHNSON ROAD ELIZABETH CITY, NC 27909 335-00928	PAT MCDOWELL PO BOX 391 ELIZABETH CITY, NC 27909 338-4161	RACKLEY LAND SURVEYING 1015 MACEY JO CT ELIZABETH CITY, NC 27909 (252)679-7670	SAUNDERS SURVEYING 510 AVENUE ROAD BLACK MOUNTAIN, NC 28711 (828) 669-2777	TIMMONS GROUP 1805 W CITY DR UNIT E ELIZABETH CITY, NC 27909 (252) 621-5030

TONY WEBB PO BOX 381 EDENTON, NC 27932 (252) 482-3066



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- December 2020**

**GARNISHMENTS: \$1,163.76**

**PAYMENT AGREEMENTS: \$11,720.80**

**DEBT SETOFFS: \$0**

PERQUIMANS COUNTY  
OFFICIAL REPORT

Date: December 2020

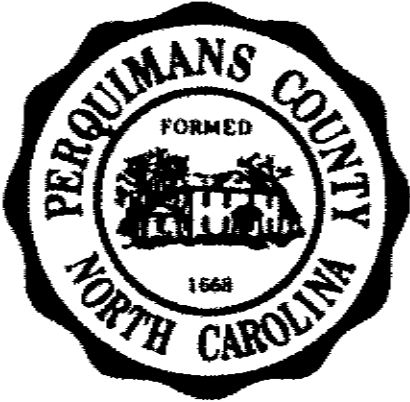
Board of Commissioners:  
Finance Officer:

I wish to report that during December 2020 I received the following funds which were duly deposited in the County's depository on the dates and in the amounts as shown:

DATE	BUILDING PERMITS #	ELECTRICAL PERMITS #	PLUMBING PERMITS #	INSULATION PERMITS #	MECHANICAL PERMITS #	MOBILE HOME #	STATE TAX	MISC	TOTAL DEPOSITED
12/1/2020			\$55						\$55
12/2/2020		\$243	\$110						\$353
12/3/2020			\$55						\$55
12/4/2020	\$98	\$50	\$145		\$110	2			\$403
12/5/2020									\$0
12/6/2020									\$0
12/7/2020		\$521							\$521
12/8/2020									\$0
12/9/2020			\$55						\$55
12/10/2020									\$0
12/11/2020	\$837	\$554		\$50					\$1,441
12/12/2020									\$0
12/13/2020									\$0
12/14/2020			\$70		\$55	1			\$125
12/15/2020					\$100	1			\$100
12/16/2020			\$140						\$140
12/17/2020	\$363								\$363
12/18/2020	\$185								\$185
12/19/2020									\$0
12/20/2020									\$0
12/21/2020	\$1,220	\$60	\$50						\$1,330
12/22/2020									\$0
12/23/2020									\$0
12/24/2020									\$0
12/25/2020									\$0
12/26/2020									\$0
12/27/2020									\$0
12/28/2020									\$0
12/29/2020									\$0
12/30/2020									\$0
12/31/2020									\$0
<b>TOTAL</b>	<b>\$2,703</b>	<b>\$1,428</b>	<b>\$680</b>	<b>\$50</b>	<b>\$265</b>	<b>4</b>	<b>\$0</b>	<b>\$0</b>	<b>\$5,126</b>

Signed: \_\_\_\_\_ Building Inspector





# Case Detail Report

12/1/2020 - 12/30/2020

Case #	Case Date	Assigned To	Main Status	Violation	Parcel Address
57	12/17/2020	Erle Solesbee	Open	Solid Waste	136 SWAYNES LN
56	12/11/2020	Erle Solesbee	Open	Solid Waste/Nuisance Vehicle	

Total Records: 2

12/30/2020

PERQUIMANS COUNTY COMMUNICATIONS  
159 Creek Dr PO Box 112 Hertford , NC 27944

CFS By Department - Select Department By Date  
For \*FIRE MUTUAL AID\* 7/1/2020 - 9/30/2020

*INCIDENT COMMAND*		
	Count	Percent
FIRE ELECTRICAL FIRE	1	25.00%
FIRE STRUCTURE FIRE	1	25.00%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	2	50.00%
Total Records For *INCIDENT COMMAND*	4 Dept Calls/Total Calls	0.07%
911 MAINTENANCE		
	Count	Percent
ASSISTANCE	1	3.45%
FIRE ELECTRICAL FIRE	1	3.45%
FIRE MISCELLANEOUS FIRE	1	3.45%
FIRE STRUCTURE FIRE	1	3.45%
MAINTENANCE REPORT	22	75.86%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	1	3.45%
UTILITIES REQUEST (WATER / ELECTRICAL)	2	6.90%
Total Records For 911 MAINTENANCE	29 Dept Calls/Total Calls	0.43%
BELVIDERE CHAPEL HILL FD		
	Count	Percent
BREATHING PROBLEMS	1	5.56%
CARDIAC OR RESPIRATORY ARREST/DEATH	1	5.56%
FIRE ACTIVATED ALARM	1	5.56%
FIRE MUTUAL AID/OUT OF COUNTY RESPONSE	1	5.56%
FIRE STRUCTURE FIRE	2	11.11%
FIRE TRAINING/TESTING	3	16.67%
FIRE VEHICLE FIRE	1	5.56%
SPECIAL ASSIGNMENT	1	5.56%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	7	38.89%
Total Records For BELVIDERE CHAPEL HILL FD	18 Dept Calls/Total Calls	0.30%
BETHEL FD		
	Count	Percent
ASSISTANCE	1	3.57%
CARDIAC OR RESPIRATORY ARREST/DEATH	4	14.29%
FIRE ACTIVATED ALARM	2	7.14%
FIRE BRUSH / WOODS FIRE	2	7.14%
FIRE ELECTRICAL FIRE	3	10.71%
FIRE ILLEGAL BURN	1	3.57%
FIRE MISCELLANEOUS FIRE	1	3.57%
FIRE STRUCTURE FIRE	3	10.71%
FIRE TRAINING/TESTING	2	7.14%
SPECIAL ASSIGNMENT	1	3.57%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	8	28.57%
Total Records For BETHEL FD	28 Dept Calls/Total Calls	0.47%
CHOWAN CO EMS		
	Count	Percent
HEMORRHAGE/LACERATIONS	1	25.00%



CHOWAN CO EMS		
	Count	Percent
PREGNANCY/CHILDBIRTH/MISCARRIAGE	2	50.00%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	1	25.00%
Total Records For CHOWAN CO EMS	4	Dept Calls/Total Calls 0.07%
DURANTS NECK FD		
	Count	Percent
CARDIAC OR RESPIRATORY ARREST/DEATH	1	6.67%
FIRE ACTIVATED ALARM	2	13.33%
FIRE MISCELLANEOUS FIRE	1	6.67%
FIRE STRUCTURE FIRE	2	13.33%
FIRE TRAINING/TESTING	5	33.33%
HIT AND RUN	1	6.67%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	3	20.00%
Total Records For DURANTS NECK FD	15	Dept Calls/Total Calls 0.25%
EASTCARE HELICOPTER		
	Count	Percent
FALLS	1	33.33%
STAB/GUNSHOT/PENETRATING TRAUMA	1	33.33%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	1	33.33%
Total Records For EASTCARE HELICOPTER	3	Dept Calls/Total Calls 0.05%
EMERGENCY MANAGEMENT		
	Count	Percent
BOATING INCIDENT	3	21.43%
FIRE MISCELLANEOUS FIRE	1	7.14%
FIRE STRUCTURE FIRE	4	28.57%
FIRE TRAINING/TESTING	2	14.29%
HANG-UP 911 CALL	1	7.14%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	2	14.29%
WEATHER EVENTS	1	7.14%
Total Records For EMERGENCY MANAGEMENT	14	Dept Calls/Total Calls 0.23%
HERTFORD FD		
	Count	Percent
ALARM BUSINESS	1	2.00%
CARDIAC OR RESPIRATORY ARREST/DEATH	1	2.00%
DEBRIS IN THE ROADWAY	1	2.00%
FIRE ACTIVATED ALARM	8	16.00%
FIRE BRUSH / WOODS FIRE	1	2.00%
FIRE ELECTRICAL FIRE	3	6.00%
FIRE ILLEGAL BURN	1	2.00%
FIRE NEAR A STRUCTURE	1	2.00%
FIRE SMELL OF GAS	1	2.00%
FIRE STRUCTURE FIRE	6	12.00%
FIRE TRAINING/TESTING	3	6.00%
FIRE VEHICLE FIRE	2	4.00%
GUNSHOTS REPORTED	1	2.00%
OTHER	1	2.00%
PUBLIC SERVICE CALL	2	4.00%
SPECIAL ASSIGNMENT	2	4.00%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	14	28.00%
UNCONSCIOUS/FAINTING (NEAR)	1	2.00%
Total Records For HERTFORD FD	50	Dept Calls/Total Calls 0.84%

HERTFORD POLICE	Count	Percent
ABDOMINAL PAIN/PROBLEMS	1	0.11%
ACCIDENTAL 911 CALL	1	0.11%
ALARM BANK	3	0.33%
ALARM BUSINESS	50	5.47%
ALARM RESIDENTIAL	13	1.42%
ALARM SCHOOL	7	0.77%
ANIMAL CONTROL	5	0.55%
ASSAULT/SEXUAL ASSAULT/STUN GUN	3	0.33%
ASSIST OFFICER	6	0.66%
ASSISTANCE	6	0.66%
B&E (BREAKING&ENTERING) ATTEMPTED / OLD	6	0.66%
B&E (BREAKING&ENTERING) IN PROGRESS	1	0.11%
BOLO / ATL (ATTEMPT TO LOCATE)	1	0.11%
CARDIAC OR RESPIRATORY ARREST/DEATH	4	0.44%
CARELESS & RECKLESS	14	1.53%
CHASE	1	0.11%
CIVIL PROCESS	2	0.22%
DAMAGE TO PROPERTY	4	0.44%
DCI ENTRY / TRANSACTION	1	0.11%
DEBRIS IN THE ROADWAY	3	0.33%
DISTURBANCE	26	2.84%
DOMESTIC	18	1.97%
DRIVERS LICENSE / REGISTRATION	11	1.20%
ESCORT	18	1.97%
FALLS	1	0.11%
FIGHT	8	0.88%
FIRE ACTIVATED ALARM	4	0.44%
FIRE ELECTRICAL FIRE	2	0.22%
FIRE ILLEGAL BURN	1	0.11%
FIRE MISCELLANEOUS FIRE	1	0.11%
FIRE SMELL OF GAS	1	0.11%
FIRE STRUCTURE FIRE	3	0.33%
FIRE TRAINING/TESTING	1	0.11%
FIRE VEHICLE FIRE	2	0.22%
FOLLOW-UP	4	0.44%
FOOT PATROL	4	0.44%
FUNERAL ESCORT	5	0.55%
GUNSHOTS REPORTED	5	0.55%
HANG-UP 911 CALL	19	2.08%
HARASSMENT	3	0.33%
HIT AND RUN	5	0.55%
ILLEGALLY PARKED VEHICLE	1	0.11%
INFO ONLY	2	0.22%
INTOXICATED DRIVER	2	0.22%
INTOXICATED PEDESTRIAN	1	0.11%
INVESTIGATION	12	1.31%
LARCENY	13	1.42%

HERTFORD POLICE	Count	Percent
MAGISTRATE REQUEST	5	0.55%
MISSING PERSON / RUNAWAY	3	0.33%
MOTORIST ASSIST / DISABLED MOTORIST	14	1.53%
NEIGHBORHOOD PATROL	2	0.22%
NOISE COMPLAINT	11	1.20%
OPEN DOOR	3	0.33%
ORDINANCE VIOLATION	6	0.66%
OTHER	5	0.55%
OVERDOSE/POISONING (INGESTION)	4	0.44%
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	2	0.22%
PUBLIC SERVICE CALL	47	5.14%
RECOVER PROPERTY	4	0.44%
REPORT	5	0.55%
REQUEST FOR OFFICER	2	0.22%
SECURITY CHECK	246	26.91%
SERVE PAPERS	13	1.42%
SERVE WARRANTS FOR ARREST	7	0.77%
SERVICE CALL	9	0.98%
SHOP LIFTER	3	0.33%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	5	0.55%
SPECIAL ASSIGNMENT	6	0.66%
STAB/GUNSHOT/PENETRATING TRAUMA	1	0.11%
STROKE (CVA)/TRANSIENT ISCHEMIC ATTACK (TIA)	1	0.11%
SUBJECT IN CUSTODY	1	0.11%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	42	4.60%
THREATS	6	0.66%
TRAFFIC CONTROL	4	0.44%
TRAFFIC STOP	67	7.33%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	21	2.30%
TRAINING	4	0.44%
TRESPASSING	4	0.44%
UNAUTHORIZED USE	1	0.11%
UNCONSCIOUS/FAINTING (NEAR)	5	0.55%
UNKNOWN PROBLEM (PERSON DOWN) - MEDICAL ALARM	2	0.22%
UNLOCK VEHICLE	28	3.06%
UTILITIES REQUEST (WATER / ELECTRICAL)	2	0.22%
VANDALISM	4	0.44%
WANTED / STOLEN INQUIRY	1	0.11%
WELL BEING CHECK	11	1.20%
WRECKER REQUEST	2	0.22%
Total Records For HERTFORD POLICE	914	Dept Calls/Total Calls 15.33%

HERTFORD PUBLIC WORKS	Count	Percent
FIRE ELECTRICAL FIRE	2	15.38%
INFO ONLY	2	15.38%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	4	30.77%
ROAD CLOSURE	1	7.69%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	1	7.69%

HERTFORD PUBLIC WORKS		
	Count	Percent
UTILITIES REQUEST (WATER / ELECTRICAL)	3	23.08%
Total Records For HERTFORD PUBLIC WORKS	13	Dept Calls/Total Calls 0.22%
INTERCOUNTY FD		
	Count	Percent
FIRE ACTIVATED ALARM	4	11.76%
FIRE ELECTRICAL FIRE	3	8.82%
FIRE MUTUAL AID/OUT OF COUNTY RESPONSE	15	44.12%
FIRE STRUCTURE FIRE	2	5.88%
FIRE TRAINING/TESTING	2	5.88%
HIT AND RUN	1	2.94%
MUTUAL AID	1	2.94%
SPECIAL ASSIGNMENT	1	2.94%
STAB/GUNSHOT/PENETRATING TRAUMA	1	2.94%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	4	11.76%
Total Records For INTERCOUNTY FD	34	Dept Calls/Total Calls 0.57%
MAGISTRATE OFFICE		
	Count	Percent
ASSAULT/SEXUAL ASSAULT/STUN GUN	3	1.66%
ASSIST OFFICER	4	2.21%
ASSISTANCE	1	0.55%
CARELESS & RECKLESS	2	1.10%
DISTURBANCE	5	2.76%
DOMESTIC	5	2.76%
FIGHT	1	0.55%
GUNSHOTS REPORTED	2	1.10%
HARASSMENT	2	1.10%
INTOXICATED DRIVER	1	0.55%
IVC / MENTAL SUBJECT	3	1.66%
LARCENY	2	1.10%
MAGISTRATE REQUEST	82	45.30%
MISUSE OF 911	1	0.55%
MOTORIST ASSIST / DISABLED MOTORIST	1	0.55%
NOISE COMPLAINT	1	0.55%
OTHER	1	0.55%
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	4	2.21%
PUBLIC SERVICE CALL	16	8.84%
SERVE PAPERS	1	0.55%
SERVE WARRANTS FOR ARREST	9	4.97%
SERVICE CALL	1	0.55%
STAB/GUNSHOT/PENETRATING TRAUMA	1	0.55%
SUBJECT IN CUSTODY	11	6.08%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	4	2.21%
THREATS	2	1.10%
TRAFFIC STOP	11	6.08%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	2	1.10%
UNCONSCIOUS/FAINTING (NEAR)	1	0.55%
WELL BEING CHECK	1	0.55%
Total Records For MAGISTRATE OFFICE	181	Dept Calls/Total Calls 3.04%

NC DOT		
	Count	Percent
ANIMAL CONTROL	3	13.64%
DEBRIS IN THE ROADWAY	8	36.36%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	1	4.55%
TRAFFIC ISSUES (SIGNS DOWN / LIGHTS OUT / ETC.)	2	9.09%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	2	9.09%
UTILITIES REQUEST (WATER / ELECTRICAL)	1	4.55%
WEATHER EVENTS	5	22.73%
Total Records For NC DOT	22	Dept Calls/Total Calls 0.37%
NC FORESTRY		
	Count	Percent
FIRE BRUSH / WOODS FIRE	2	66.67%
FIRE VEHICLE FIRE	1	33.33%
Total Records For NC FORESTRY	3	Dept Calls/Total Calls 0.05%
NC PROBATION/PAROLE		
	Count	Percent
MAGISTRATE REQUEST	2	66.67%
PUBLIC SERVICE CALL	1	33.33%
Total Records For NC PROBATION/PAROLE	3	Dept Calls/Total Calls 0.05%
NC SHP		
	Count	Percent
ASSIST OFFICER	5	3.97%
CARELESS & RECKLESS	22	17.46%
DAMAGE TO PROPERTY	2	1.59%
DEBRIS IN THE ROADWAY	2	1.59%
DOMESTIC	2	1.59%
FIGHT	1	0.79%
FIRE MISCELLANEOUS FIRE	1	0.79%
GOKART / ATV / 4-WHEELER ON ROADWAY	2	1.59%
HIT AND RUN	2	1.59%
INTOXICATED DRIVER	2	1.59%
MAGISTRATE REQUEST	2	1.59%
MOTORIST ASSIST / DISABLED MOTORIST	3	2.38%
OTHER	2	1.59%
STAB/GUNSHOT/PENETRATING TRAUMA	1	0.79%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	3	2.38%
TRAFFIC STOP	9	7.14%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	61	48.41%
TRANSFERRED 911 CALL	3	2.38%
WELL BEING CHECK	1	0.79%
Total Records For NC SHP	126	Dept Calls/Total Calls 2.11%
NC WILDLIFE		
	Count	Percent
ANIMAL CONTROL	2	20.00%
BOATING INCIDENT	2	20.00%
PUBLIC SERVICE CALL	1	10.00%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	2	20.00%
WILDLIFE / HUNTING VIOLATION	3	30.00%
Total Records For NC WILDLIFE	10	Dept Calls/Total Calls 0.17%
NIGHTINGALE HELICOPTER		
	Count	Percent

NIGHTINGALE HELICOPTER		
	Count	Percent
HIT AND RUN	1	20.00%
STAB/GUNSHOT/PENETRATING TRAUMA	1	20.00%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	3	60.00%
Total Records For NIGHTINGALE HELICOPTER	5	Dept Calls/Total Calls 0.08%

PASQUOTANK-CAMDEN EMS		
	Count	Percent
CHEST PAIN/CHEST DISCOMFORT (NON-TRAUMATIC)	2	66.67%
FALLS	1	33.33%
Total Records For PASQUOTANK-CAMDEN EMS	3	Dept Calls/Total Calls 0.05%

PERQUIMANS CO 911		
	Count	Percent
ACCIDENTAL 911 CALL	113	11.14%
ALARM BUSINESS	3	0.30%
ALARM RESIDENTIAL	3	0.30%
ANIMAL BITES/ATTACKS	1	0.10%
ANIMAL CONTROL	14	1.38%
ASSISTANCE	4	0.39%
BOLO / ATL (ATTEMPT TO LOCATE)	1	0.10%
CARELESS & RECKLESS	2	0.20%
CLEAR RADIOS / WEEKLY PAGER TEST	108	10.65%
DAILY/WEEKLY MAINTENANCE	63	6.21%
DCI ENTRY / TRANSACTION	10	0.99%
DEBRIS IN THE ROADWAY	1	0.10%
DIABETIC PROBLEMS	2	0.20%
DISTURBANCE	2	0.20%
DOMESTIC	1	0.10%
DRILL (FIRE / TORNADO / ETC.)	4	0.39%
DRIVERS LICENSE / REGISTRATION	1	0.10%
DUPLICATE CALL	1	0.10%
FALLS	1	0.10%
FIRE ACTIVATED ALARM	1	0.10%
FIRE CONTROLLED BURN	2	0.20%
FIRE MUTUAL AID/OUT OF COUNTY RESPONSE	1	0.10%
FIRE VEHICLE FIRE	1	0.10%
FRAUD / SCAM BY ANY MEANS	1	0.10%
FUNERAL ESCORT	1	0.10%
GOKART / ATV / 4-WHEELER ON ROADWAY	1	0.10%
HANG-UP 911 CALL	196	19.33%
INFO ONLY	36	3.55%
INTOXICATED DRIVER	1	0.10%
LARCENY	2	0.20%
MAGISTRATE REQUEST	5	0.49%
MAINTENANCE REPORT	4	0.39%
MISUSE OF 911	16	1.58%
MOTORIST ASSIST / DISABLED MOTORIST	1	0.10%
OTHER	19	1.87%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	1	0.10%
PUBLIC SERVICE CALL	16	1.58%

PERQUIMANS CO 911		
	Count	Percent
RECOVER PROPERTY	1	0.10%
REPORT	88	8.68%
REPOSESSION	8	0.79%
ROAD CLOSURE	4	0.39%
SERVICE CALL	1	0.10%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	1	0.10%
TEST	41	4.04%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	2	0.20%
TRANSFERRED 911 CALL	219	21.60%
TRESPASSING	1	0.10%
UNKNOWN PROBLEM (PERSON DOWN) - MEDICAL ALARM	1	0.10%
UNLOCK VEHICLE	1	0.10%
UTILITIES REQUEST (WATER / ELECTRICAL)	2	0.20%
WANTED / STOLEN INQUIRY	1	0.10%
WELL BEING CHECK	1	0.10%
WILDLIFE / HUNTING VIOLATION	1	0.10%
WRECKER REQUEST	1	0.10%
Total Records For PERQUIMANS CO 911	1014	Dept Calls/Total Calls 17.00%

PERQUIMANS CO DSS		
	Count	Percent
ASSAULT/SEXUAL ASSAULT/STUN GUN	1	4.35%
ASSISTANCE	1	4.35%
CARDIAC OR RESPIRATORY ARREST/DEATH	1	4.35%
DOMESTIC	1	4.35%
DSS / SOCIAL SERVICES REQUEST	5	21.74%
ESCORT	1	4.35%
HARASSMENT	1	4.35%
OTHER	2	8.70%
PUBLIC SERVICE CALL	5	21.74%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	1	4.35%
WELL BEING CHECK	4	17.39%
Total Records For PERQUIMANS CO DSS	23	Dept Calls/Total Calls 0.39%

PERQUIMANS CO EMS		
	Count	Percent
ABDOMINAL PAIN/PROBLEMS	6	0.92%
ALARM BUSINESS	1	0.15%
ALLERGIES (REACTIONS)/ENVENOMATIONS (STINGS/BITES)	9	1.39%
ANIMAL BITES/ATTACKS	2	0.31%
ASSAULT/SEXUAL ASSAULT/STUN GUN	5	0.77%
ASSIST OFFICER	1	0.15%
ASSISTANCE	10	1.54%
BACK PAIN (NON-TRAUMATIC OR NON-RECENT TRAUMA)	5	0.77%
BOATING INCIDENT	3	0.46%
BREATHING PROBLEMS	77	11.86%
CARDIAC OR RESPIRATORY ARREST/DEATH	15	2.31%
CARELESS & RECKLESS	1	0.15%
CHEST PAIN/CHEST DISCOMFORT (NON-TRAUMATIC)	27	4.16%
CHOKING	2	0.31%

PERQUIMANS CO EMS		
	Count	Percent
CONVULSIONS/SEIZURES	13	2.00%
DEBRIS IN THE ROADWAY	1	0.15%
DIABETIC PROBLEMS	14	2.16%
DISTURBANCE	3	0.46%
DOMESTIC	2	0.31%
EMS MUTUAL AID	3	0.46%
FALLS	67	10.32%
FIRE ACTIVATED ALARM	5	0.77%
FIRE ELECTRICAL FIRE	2	0.31%
FIRE NEAR A STRUCTURE	1	0.15%
FIRE SMELL OF GAS	1	0.15%
FIRE STRUCTURE FIRE	7	1.08%
FIRE TRAINING/TESTING	2	0.31%
FIRE VEHICLE FIRE	2	0.31%
HANG-UP 911 CALL	1	0.15%
HARASSMENT	1	0.15%
HEADACHE	1	0.15%
HEAT/COLD EXPOSURE	5	0.77%
HEMORRHAGE/LACERATIONS	20	3.08%
HIT AND RUN	1	0.15%
LARCENY	1	0.15%
MIH FOLLOW-UP	11	1.69%
NOISE COMPLAINT	1	0.15%
OTHER	1	0.15%
OVERDOSE/POISONING (INGESTION)	8	1.23%
PREGNANCY/CHILDBIRTH/MISCARRIAGE	5	0.77%
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	11	1.69%
PUBLIC SERVICE CALL	1	0.15%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	131	20.18%
SPECIAL ASSIGNMENT	4	0.62%
STAB/GUNSHOT/PENETRATING TRAUMA	3	0.46%
STROKE (CVA)/TRANSIENT ISCHEMIC ATTACK (TIA)	9	1.39%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	1	0.15%
TEST	1	0.15%
THREATS	1	0.15%
TRAFFIC STOP	2	0.31%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	44	6.78%
TRAUMATIC INJURIES (SPECIFIC)	6	0.92%
UNCONSCIOUS/FAINTING (NEAR)	40	6.16%
UNKNOWN PROBLEM (PERSON DOWN) - MEDICAL ALARM	23	3.54%
WELL BEING CHECK	29	4.47%
Total Records For PERQUIMANS CO EMS	649	Dept Calls/Total Calls 10.88%

PERQUIMANS CO FIRE MARSHAL		
	Count	Percent
ALARM BUSINESS	1	20.00%
CARDIAC OR RESPIRATORY ARREST/DEATH	1	20.00%
FIRE ILLEGAL BURN	1	20.00%
FIRE STRUCTURE FIRE	1	20.00%



PERQUIMANS CO FIRE MARSHAL	Count	Percent
PUBLIC SERVICE CALL	1	20.00%
Total Records For PERQUIMANS CO FIRE MARSHAL	5	Dept Calls/Total Calls 0.08%

PERQUIMANS CO SO	Count	Percent
ACCIDENTAL 911 CALL	3	0.11%
ALARM BUSINESS	18	0.66%
ALARM RESIDENTIAL	55	2.01%
ALARM SCHOOL	2	0.07%
ANIMAL BITES/ATTACKS	6	0.22%
ANIMAL CONTROL	263	9.60%
ASSAULT/SEXUAL ASSAULT/STUN GUN	14	0.51%
ASSIST OFFICER	19	0.69%
ASSISTANCE	15	0.55%
B&E (BREAKING&ENTERING) ATTEMPTED / OLD	11	0.40%
B&E (BREAKING&ENTERING) IN PROGRESS	2	0.07%
BACK PAIN (NON-TRAUMATIC OR NON-RECENT TRAUMA)	1	0.04%
BOATING INCIDENT	3	0.11%
BOLO / ATL (ATTEMPT TO LOCATE)	1	0.04%
BREATHING PROBLEMS	3	0.11%
CARDIAC OR RESPIRATORY ARREST/DEATH	8	0.29%
CARELESS & RECKLESS	41	1.50%
CHASE	1	0.04%
CHOKING	1	0.04%
CIVIL PROCESS	105	3.83%
CONVULSIONS/SEIZURES	1	0.04%
CRIMINAL SUMMONS	4	0.15%
DAMAGE TO PROPERTY	5	0.18%
DCI ENTRY / TRANSACTION	1	0.04%
DEBRIS IN THE ROADWAY	18	0.66%
DIABETIC PROBLEMS	1	0.04%
DISTURBANCE	30	1.10%
DOMESTIC	35	1.28%
DOMESTIC VIOLENCE ORDER	1	0.04%
DRILL (FIRE / TORNADO / ETC.)	2	0.07%
DRIVERS LICENSE / REGISTRATION	28	1.02%
ESCORT	23	0.84%
EVICITION	15	0.55%
FALLS	4	0.15%
FIGHT	8	0.29%
FIRE ACTIVATED ALARM	2	0.07%
FIRE BRUSH / WOODS FIRE	1	0.04%
FIRE ELECTRICAL FIRE	3	0.11%
FIRE ILLEGAL BURN	1	0.04%
FIRE MISCELLANEOUS FIRE	2	0.07%
FIRE NEAR A STRUCTURE	1	0.04%
FIRE STRUCTURE FIRE	5	0.18%
FIRE VEHICLE FIRE	3	0.11%
FOLLOW-UP	4	0.15%

PERQUIMANS CO SO	Count	Percent
FRAUD / SCAM BY ANY MEANS	10	0.37%
FUNERAL ESCORT	9	0.33%
GOKART / ATV / 4-WHEELER ON ROADWAY	9	0.33%
GUNSHOTS REPORTED	19	0.69%
HANG-UP 911 CALL	30	1.10%
HARASSMENT	3	0.11%
HEAT/COLD EXPOSURE	1	0.04%
HEMORRHAGE/LACERATIONS	3	0.11%
HIT AND RUN	4	0.15%
ILLEGALLY PARKED VEHICLE	5	0.18%
INACCESSIBLE INCIDENT/OTHER ENTRAPMENT (NON-TRAFF)	1	0.04%
INFO ONLY	7	0.26%
INTOXICATED DRIVER	8	0.29%
INTOXICATED PEDESTRIAN	1	0.04%
INVESTIGATION	25	0.91%
IVC / MENTAL SUBJECT	16	0.58%
LARCENY	14	0.51%
LIVESTOCK (IN THE ROADWAY / YARD)	6	0.22%
MAGISTRATE REQUEST	18	0.66%
MAINTENANCE REPORT	1	0.04%
MISSING PERSON / RUNAWAY	5	0.18%
MISUSE OF 911	1	0.04%
MOTORIST ASSIST / DISABLED MOTORIST	51	1.86%
MUTUAL AID	1	0.04%
NEIGHBORHOOD PATROL	26	0.95%
NOISE COMPLAINT	19	0.69%
OTHER	93	3.40%
OVERDOSE/POISONING (INGESTION)	3	0.11%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	1	0.04%
PROWLER	1	0.04%
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	13	0.47%
PUBLIC SERVICE CALL	135	4.93%
RECOVER PROPERTY	8	0.29%
REPORT	3	0.11%
REPOSESSION	1	0.04%
REQUEST FOR OFFICER	7	0.26%
SEARCH WARRANT	1	0.04%
SECURITY CHECK	574	20.96%
SERVE PAPERS	165	6.02%
SERVE WARRANTS FOR ARREST	24	0.88%
SERVICE CALL	20	0.73%
SHOP LIFTER	1	0.04%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	5	0.18%
SPECIAL ASSIGNMENT	25	0.91%
STAB/GUNSHOT/PENETRATING TRAUMA	3	0.11%
STROKE (CVA)/TRANSIENT ISCHEMIC ATTACK (TIA)	2	0.07%
SUBJECT IN CUSTODY	15	0.55%

PERQUIMANS CO SO		
	Count	Percent
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	104	3.80%
TEST	1	0.04%
THREATS	11	0.40%
TRAFFIC CONTROL	6	0.22%
TRAFFIC ISSUES (SIGNS DOWN / LIGHTS OUT / ETC.)	2	0.07%
TRAFFIC STOP	198	7.23%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	71	2.59%
TRAINING	6	0.22%
TRANSPORT SUBJECT	47	1.72%
TRAUMATIC INJURIES (SPECIFIC)	1	0.04%
TRESPASSING	9	0.33%
UNAUTHORIZED USE	1	0.04%
UNCONSCIOUS/FAINTING (NEAR)	12	0.44%
UNKNOWN PROBLEM (PERSON DOWN) - MEDICAL ALARM	8	0.29%
UNLOCK VEHICLE	36	1.31%
VANDALISM	3	0.11%
WANTED / STOLEN INQUIRY	1	0.04%
WEATHER EVENTS	2	0.07%
WELL BEING CHECK	54	1.97%
WRECKER REQUEST	1	0.04%
WRIT OF POSSESSION	2	0.07%
Total Records For PERQUIMANS CO SO	2739	Dept Calls/Total Calls 45.93%
PERQUIMANS CO WATER		
	Count	Percent
UTILITIES REQUEST (WATER / ELECTRICAL)	2	100.00%
Total Records For PERQUIMANS CO WATER	2	Dept Calls/Total Calls 0.03%
PERQUIMANS CO WATER RESCUE DIVE TEAM		
	Count	Percent
BOATING INCIDENT	3	100.00%
Total Records For PERQUIMANS CO WATER RESCUE DIVE TEAM	3	Dept Calls/Total Calls 0.05%
PERQUIMANS COUNTY EMERGENCY SERVICES		
	Count	Percent
MAINTENANCE REPORT	1	100.00%
Total Records For PERQUIMANS COUNTY EMERGENCY SERVICES	1	Dept Calls/Total Calls 0.02%
WINFALL FD		
	Count	Percent
ALARM BUSINESS	1	2.38%
CARDIAC OR RESPIRATORY ARREST/DEATH	1	2.38%
FIRE ACTIVATED ALARM	4	9.52%
FIRE ELECTRICAL FIRE	2	4.76%
FIRE MISCELLANEOUS FIRE	1	2.38%
FIRE SMELL OF GAS	1	2.38%
FIRE STRUCTURE FIRE	7	16.67%
FIRE TRAINING/TESTING	8	19.05%
INVESTIGATION	1	2.38%
PUBLIC SERVICE CALL	2	4.76%
SPECIAL ASSIGNMENT	1	2.38%
TRAFFIC STOP	1	2.38%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	12	28.57%
Total Records For WINFALL FD	42	Dept Calls/Total Calls 0.70%

WINFALL PD		Count	Percent
FIRE ELECTRICAL FIRE		1	33.33%
INVESTIGATION		1	33.33%
STAB/GUNSHOT/PENETRATING TRAUMA		1	33.33%
Total Records For WINFALL PD		3	Dept Calls/Total Calls 0.05%
WINFALL PUBLIC WORKS		Count	Percent
ALARM WATER DEPT		2	66.67%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)		1	33.33%
Total Records For WINFALL PUBLIC WORKS		3	Dept Calls/Total Calls 0.05%
Total Records		5963	

# COMMITTEE REPORTS



## PERQUIMANS COUNTY EMERGENCY SERVICES

P.O. Box 563 - 159 Creek Drive - Hertford, NC 27944

(252) 426-5646 Phone - (252) 426-3306 Fax

### 911 Communications Division Advisory Board

Thursday, October 22, 2020 – 7:00 P.M. - Perquimans Emergency Services Building

#### MINUTES

**Welcome** – Provided by Jonathan Nixon, followed by the blessing by Darren Saunders.

**Host** – Bethel Volunteer Fire Department

**Minutes from July 30, 2020, Meeting** – via email.

**Introductions** (see sign-in sheet for attendance)

**Updated Fire Hydrant Maps** – Nick Lories, Perquimans County Water Department Director, discussed the updated fire hydrant maps and numbering system. Any other numbering system is obsolete at this time. District maps are in the works for each fire district and will be distributed in the next few weeks. Bill Diehl, Perquimans County Water Department Engineer discussed

#### Reports:

❖ **911 Communication Division** – Jonathan Nixon provided the following report:

#### 911 Communications Division Advisory Board

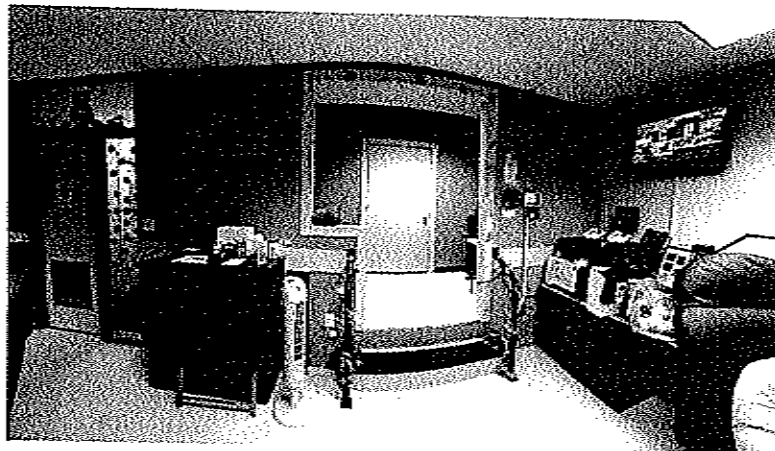
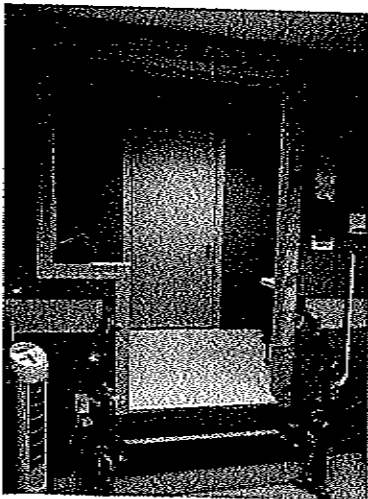
- Purpose - The purpose of the 911 Communications Division Advisory Board is to analyze and evaluate community expectations for 911 service delivery, assess and recommend new strategies to improve public safety, identify and advocate for needed resources to achieve public safety objectives, and serve as a communication forum for public safety matters. The 911 Communications Division Advisory Board serves at the pleasure of the Perquimans County Board of Commissioners.
- Members:
 

<ul style="list-style-type: none"> <li>-County Commissioner</li> <li>-Town of Hertford</li> <li>-Town of Winfall</li> <li>-County Manager</li> <li>-Emergency Services Director</li> <li>-911 Shift Supervisors</li> <li>-EMS Shift Supervisor</li> <li>-Emergency Management</li> <li>-Emergency Services PIO</li> <li>-Fire Marshal</li> <li>-GIS Mapping</li> </ul>	<ul style="list-style-type: none"> <li>-Law Enforcement               <ul style="list-style-type: none"> <li>*Sheriff's Office</li> <li>*Hertford PD</li> <li>*Winfall PD</li> </ul> </li> <li>-Volunteer Rescue Squad</li> <li>-Fire Service               <ul style="list-style-type: none"> <li>*Fire Chief's Association</li> <li>*Bethel Fire Dept</li> <li>*Belvidere Fire Dept</li> <li>*NC Forestry</li> </ul> </li> </ul>
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- Meeting Schedule - The 911 Communications Division Board meets on the 4<sup>th</sup> Thursday in January, April, July, and October, unless rescheduled.
- Oversight - The Emergency Services Director is tasked with organizing and conducting the quarterly meetings to include producing an agenda and meeting minutes for each meeting. Meeting correspondence is relayed via email to members.

EQUIPMENT

- Migrated to the ESINet Phone System on August 26, 2020
  - TCs and Admin attended user training, even a few other members of ES Admin were able to attend
- Entering into an Automatic Aid Agreement with the following counties:
  - Wilson
  - Lincoln
  - Rutherford
- In the event of a phone system outage, Perquimans' 911 calls will automatically be forward to Chowan County. If there is an outage in both counties, our calls will go to Wilson. If they are unable to take our calls they will go to Lincoln or Rutherford.
- New Eventide recording system installed and operational
  - TCs and Admin attended user training
  - 911 Admin recently attended training on the integrated Quality Assurance feature within the recorder. One of our 2021 Goals will be to expand our QA program to include the Call-Taking of Law and Fire calls and the Dispatch of Law, Fire, and EMS. We will continue QA EMS calls using Priority Dispatch software, which is a part of our EMD QA program.
- 911 Expansion Project 90% Complete



- Console Cleaning Specialist (CCS) came in Tuesday, October 21<sup>st</sup> to clean all of the equipment in Perquimans. The Backup positions in Chowan were completed on Monday. This is a 911 fundable expense, so we try to have them come in twice a year. They did a great job and collected a nice bag of dirt and dust for us at both locations!



PERSONNEL & TRAINING

- One new TC completely certified
- Hired three (3) new TCs
- Three (3) staff are scheduled for Virtual DCI training (Modules I, II, III) – November 17<sup>th</sup>, 18<sup>th</sup>, 19<sup>th</sup>
- In the process of re-purposing old phone server into a Training CAD/MDS server to streamline and organize the CAD training process
- Remote EMD Training – TBD
- Sheriffs' Standards Telecommunicator Class, hosted by College of the Albemarle – tentatively scheduled for December 2020

GIS Mapping - Rhonda Money – No report.

Law Enforcement

- ❖ Sheriff's Office – Trainings are opening back up, sending deputies to radar training, etc.
- ❖ Hertford PD – Substantial improvements since they have started doing their own DCI, officers are almost completely mobile. They can do reports from the cars with the new RMS system. All but one officer is DCI certified. State mandated training is complete.
- ❖ Winfall PD – Absent.
- ❖ NC Wildlife – Absent.

Volunteer Rescue Squad

- No report.

Fire Departments

- Chief's Association – No report.
- Bethel Fire Dept – No report.
- Belvidere Fire Dept – Absent.
- Durants Neck Fire Dept – No report.
- Hertford Fire Dept – Absent.
- Inter-County Fire Dept – Request that FD be notified earlier if possible if there is any chance they may be used as an LZ. Discussion regarding this being a possible issue with auto-launch.
- Winfall Fire Dept – Absent. Just had their NCOSFM Inspection and it went very well.
- NC Forestry – Smoke chaser job open. Also, requested to be paged out to all combine/tractor fires that are in a field.
- ❖ Town of Hertford – Planned power outage Saturday, October 24, 2020 at approximately 11:00pm and should last for approximately 4-6 hours.
- ❖ Town of Winfall – Absent.
- ❖ County Commissioner – Appreciate what everyone is doing. Thank you.
- ❖ County Manager – Thanks to the 911 Department Staff, little difficult due to separating spaces, filling vacant shifts, etc.
- ❖ Emergency Services Director – Jonathan Nixon provided the following report: (See attached PowerPoint).
- ❖ Review of Perquimans County website

**Old Business:** -FD Response SOG – Updates made to 911 SOG – Effective August 1, 2020

**New Business:** -3<sup>rd</sup> Quarter 2020 Report by Agency (via email)  
 -Texting Update – Agency Rosters Distributed  
 -Additional Comments / Concerns  
 -Host for January 21, 2021– Belvidere VFD

**Meeting Schedule:** January 21, 2021, April 22, 2021, July 22, 2021, October 21, 2021

**Adjournment**

Respectfully Submitted – Krystal Agosto, Shift Supervisor & Jonathan Nixon, Emergency Services Director