

very proud of Ms. Stoop and look forward to working with her. Ms. Stoop is a Perquimans County resident.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

There being no further comments or business to discuss, the Regular Meeting was adjourned at 7:45 p.m. on motion made by Charles Woodard, seconded by Joseph W. Hoffer.

Wallace E. Nelson, Chairman

Clerk to the Board

WORK SESSION

August 15, 2022

7:00 p.m.

The Perquimans County Board of Commissioners met in a regular Work Session on Monday, August 15, 2022, at 7:00 p.m. in the Meeting Room of the Perquimans County Library located at 514 S. Church Street, Hertford, NC 27944.

MEMBERS PRESENT: Wallace E. Nelson, Chairman *(by phone)* Fondella A. Leigh, Vice Chair
Thelma Finch-Copeland Joseph W. Hoffer
T. Kyle Jones Charles Woodard

MEMBERS ABSENT: None

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

After Vice Chair Leigh called the meeting to order, Commissioner Hoffer gave the invocation and they recited the Pledge of Allegiance. Vice Chair Leigh explained that Chairman Nelson was attending via phone. The following matters were discussed.

MARINE PARK MEMORANDUM OF UNDERSTANDING

Vice Chair Leigh recognized County Manager Heath who presented the following draft Memorandum of Understanding (MOU):

Memorandum of Understanding

The parties to this Memorandum of Understanding ("MOU") are Perquimans County, a body politic of the State of North Carolina ("Perquimans County") and the North Carolina Marine Industrial Park Authority ("NCMIPA"). As listed in General Statute § 113-315.28 (3), one of the purposes of the NCMIPA is to foster and stimulate the growth of marine-related industries in the State of North Carolina. The purpose of this MOU is to establish a partnership in ensuring the growth and success of the Perquimans Marine Industrial Park ("PMIP").

Under this MOU, NCMIPA would agree to:

- 1) Advise, as needed and requested, Perquimans County officials and staff on the general design and construction of the PMIP basin.
- 2) Advise, as needed and requested, Perquimans County officials and staff on general management strategies for the PMIP, including but not limited to the rental/sale rate structure, restrictive covenants, parcel layouts, parking, shared basin access, and parcel and basin maintenance.
- 3) Participate directly, in cooperation with Perquimans County officials and staff, on marketing efforts to promote the development, occupancy and growth of the PMIP. Marketing efforts may include, but are not limited to, the design of ads, pursuing clients, assisting in visits by companies and attending trade shows if necessary.

Under this MOU, Perquimans County would agree to;

- 1) Reimburse the NCMIPA for any costs associated with efforts in marketing the PMIP, including mileage costs for the Director of the NCMIPA.

PERQUIMANS COUNTY

Name (Printed): Wallace E. Nelson

Title: Chairman, Board of Commissioners

Signature: _____

Date: _____

**NC MARINE INDUSTRIAL
PARK AUTHORITY**

Name (Printed): _____

Title: _____

Signature: _____

Date: _____

Mr. Heath explained that Chairman Nelson had asked him to present information on the conversations that Mr. Nelson had with the NC Marine Industrial Park Authority (NCMIPA) about the possibility of trying to form a relationship with that body with the purpose of them providing their expertise in marketing the Perquimans Marine Industrial Park (PMIP) to aid in its growth and development. Mr. Heath continued to say that he had provided a copy of the above MOU to the Board for their review prior to this meeting. This MOU basically provides what the County will do and what NCMIPA will do. He read and explained the following items from the MOU:

NC Marine Industrial Park Authority will:

- 1) Advise, as needed and requested, Perquimans County officials and staff on the general design and construction of the PMIP basin. *(Mr. Heath said that Bob Peele of NCMIPA attended the pre-construction meeting today for the Marine Park Basin. Mr. Peele was a key person in obtaining the CAMA Permits for this project.)*

- 2) Advise, as needed and requested, Perquimans County officials and staff on general management strategies for the PMIP, including but not limited to the rental/sale rate structure, restrictive covenants, parcel layouts, parking, shared basin access, and parcel and basin maintenance.
- 3) Participate directly, in cooperation with Perquimans County officials and staff, on marketing efforts to promote the development, occupancy and growth of the PMIP. Marketing efforts may include, but are not limited to, the design of ads, pursuing clients, assisting in visits by companies and attending trade shows if necessary.

Mr. Heath further stated that their assistance will only happen if we ask them to assist. He then read the following items that Perquimans County would do:

Perquimans County will:

- 1) Reimburse the NCMIPA for any costs associated with efforts in marketing the PMIP, including mileage costs for the Director of the NCMIPA. *(Mr. Heath explained that the County will reimburse NCMIPA for any costs associated with their efforts in marketing the PMIP. With regard to the Director, we would reimburse them for the mileage that they had driven. As it is written now, there is no direct payment only a reimbursement of expenses incurred in their efforts.)*

At the NCMIPA meeting in Wanchese on August 3, 2022, their Board gave an enthusiastic report on this MOU. NCMIPA attorney and County Attorney High are in the process of reviewing the MOU and we are awaiting their recommendations. Chairman Nelson agreed with what Mr. Heath had said. NCMIPA was excited about assisting Perquimans County in marketing our PMIP. County Manager Heath asked the Board if they had any questions. There being none, Mr. Heath said that they will await comments from the attorneys and bring this back to the Board to take action on the MOU.

REQUESTS FROM BEVERLY GREGORY, SENIOR CITIZENS COORDINATOR

Vice Chair Leigh recognized County Manager Heath and Ms. Gregory to explain the Senior Citizens requests. Ms. Gregory distributed a list of proposed names for the Senior Center. Mr. Heath explained that, at the Board's August 1, 2022 meeting, Ms. Gregory requested that the Board consider the following items:

1. Ms. Gregory requested that the Board consider lowering the eligibility age at Perquimans County Senior Center from 55+ to 50+ years of age.
2. Her second request was for the Board to consider changing their name from Senior Citizens. Mr. Heath stated that the list Ms. Gregory provided included a list of proposed names that has been recommended by the Senior Center staff. Those proposed names are: (1) Perquimans County 50+ Activity Center; (2) Adult Activity Center; (3) Community Life Center; (4) Center for 50+ Active Living; (5) Community Senior Center; (6) Community Center; (7) Adult Community Center; and (8) Social Center. Mr. Heath asked the Board to review the list of proposed names, possibly recommend other names, and let Mr. Heath know their feelings. They are wanting to narrow it down to two names. After they have narrowed it down, they will take those two names back to the Center to get input from the participants. The two that Mr. Heath and Ms. Gregory has narrowed it down to are Perquimans County 50+ Activity Center or Center for 50+ Active Living. Each one of these proposed names would have Perquimans County in front of it to designate which county it was in. He also said that we could use the 50+ or not use the 50+. They are not asking for action tonight but they want the Board to review it and let Mr. Heath or Ms. Gregory know so that we can place the two recommendations on the September Agenda to allow them to receive the feedback from the Senior Center participants and place it on the December Agenda for final action. Ms. Gregory made a few comments on the Center.

County Manager Heath also explained that they are planning on painting the inside of the Senior Center sometime in the next two weeks.

RULES OF PROCEDURES

Vice Chair Leigh recognized County Manager Heath who explained that, during the Board Retreat, the Board discussed the possibility of strengthening the Rules of Procedures for the Board of Commissioners. It was recommended that the Chairman, Vice Chair, and County Manager meet to review the Rules of Procedures and recommend whatever changes they felt would be necessary and then have County Attorney High review them. This process resulted in the recommendation to make the following proposed changes:

1. Add the following sentence to the end of Section I Rule 1: *In case of any conflict or inconsistency between these rules and the statutes of the State of North Carolina, no decision made by the Perquimans County Board of Commissioners based on these rules shall be invalidated. In addition, if any of the provisions of these rules are deemed unenforceable then the remaining provisions herein shall remain in full force and effect.*
2. Replace Section VI. Rule 12 Item (b) with the following: *To determine whether a speaker or Board member has become disruptive or has gone beyond the reasonable standards of courtesy in his or her remarks and/or behavior.*
3. Add the following to Section VI. Rule 12 Item(s) (e) & (f):
 - (e) *In the case of any member of the public who becomes so disruptive that the ability to conduct a meeting is impaired or whose behavior has gone beyond the reasonable standards of courtesy in his or her remarks and/or behavior, the Chair shall have the authority to ask the member of the public to vacate the premises. In the event the offending member of the general public refuses to vacate the premises, the Chair shall have the authority to request law enforcement to assist in removing the offending member of the public from the premises.*
 - (f) *In the case of any Board member who becomes so disruptive that the ability to conduct a meeting is impaired or whose behavior has gone beyond the reasonable standards of courtesy in his or her remarks and/or behavior, the Chair shall first remind the offending Board member of the rules of debate; explain to the offending Board member which aspects of his remarks and/or behavior are deemed so disruptive that the ability to conduct the meeting is impaired and/or have gone beyond the reasonable standards of courtesy and request the offending Board member to cease and desist in engaging in such remarks and/or behavior. In the event the offending Board member does not cease and desist in engaging in such remarks and/or behavior which have been deemed by the Chair to be so disruptive that the ability to conduct the meeting is impaired or which have gone beyond the reasonable standards of courtesy, the Chair shall have the authority to request a motion and second on the question of whether the offending Board member shall be asked to vacate the premises. In the event the Board votes in the affirmative to have the offending Board member vacate the premises, the Chair shall first ask the offending Board member to vacate the premises and if the offending Board member refuses to do so, the Chair shall have the authority to request law enforcement to assist in removing the offending Board member from the premises.*
4. Add the following to Section VI. Rule 14(a):

Rule 14(a). To Limit or Close Debate

A motion to limit or close debate may be made to limit debate to a specified time frame after a reasonable amount of time has already been spent on a specific topic. Provided, however, such a motion shall require a 2/3 thirds vote in order to pass.
5. Add the following to Section VI. Rule 35:

Rule 35. Code of Ethics

The Perquimans County Board of Commissioners follows the NACO Code of Ethics which is on file with the Clerk to the Board of Commissioners. The NACO Code of Ethics is made a part hereof the same as if it were set forth verbatim.

County Manager Heath asked the Board if they had any questions or comments. Chairman Nelson asked whether or not we should add the following to Section VI. Rule 14(a): 2/3 thirds vote of *members present* in order to pass. County Attorney High said that we could add that to clarify it more. County Manager Heath explained that we have to have two-thirds of the members present in order to have a quorum. It was the consensus to add this to Section VI. Rule 14(a). There being no further questions or comments on this matter, Vice Chair Leigh asked if there was any other items of discussion. County Manager Heath said that had a couple of matters he wanted to bring up to the Board.

COUNTY MANAGER UPDATES

County Manager Heath presented the following updates to the Board:

- **Perquimans County High School Baseball Team:** Mr. Heath explained that the Perquimans County Baseball Team are the IA N.C. High School Athletic Association's state champions again this year. This makes them back to back champions. Chairman Nelson and Mr. Heath have been approached again by members in the community wondering if the County could make a donation like they did last year to assist with the purchasing of their championship rings. He just wanted to present this to the Board so that they could take action on it in September. Mr. Heath explained that last year the school raised some funds and the County gave them \$5,000. They have received a quote for the costs this year to be \$7,500. It was the consensus of the Board to proceed with taking action at the September meeting.
- **Joint Work Session with Planning Board:** Mr. Heath explained that at the September 19, 2022 Work Session, we will hold a Joint Meeting with the Planning Board to talk about the work that they have been doing on several text amendments.

ADJOURNMENT

Vice Chair Leigh asked if there were any other items to discuss. The following items were discussed:

- **Commissioner Hoffler** asked why a deputy is present tonight. He said that he has noticed that they have been present at the last couple of meetings. County Manager Heath explained that he and Sheriff White decided to have them present. We had them present in the past but, during COVID, we stopped it. County Attorney High stated that every public meeting that he has attended has had law enforcement present.
- **Commissioner Hoffler** said that in a recent Perquimans Weekly article, Vice Chair Fondella A. Leigh was named to the NC African-American Heritage Commission. Mr. Hoffer wanted to congratulate her and make this a part of our Board's records. The Board congratulated her for this appointment.
- **Commissioner Woodard** said that at the NCACC Annual Conference last week, Chairman Nelson was elected 2nd Vice President of the NCACC Board. After serving three years as 2nd Vice President, he will become the President of NCACC Board. It is Mr. Woodard's understanding that Perquimans County has never had a president on the NCACC Board of Trustees. Mr. Heath agreed. The Board congratulated Mr. Nelson. Chairman Nelson made a few comments.

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

Fondella A. Leigh, Vice Chair

Clerk to the Board
