
REGULAR MEETING
 November 5, 2012
 7:00 p.m.

The Perquimans County Board of Commissioners met in a regular meeting on Monday, November 5, 2012, at 7:00 p.m. in the Commissioners' Room located on the first floor of the Perquimans County Courthouse Annex.

MEMBERS PRESENT: Benjamin Hobbs, Chairman Janice McKenzie Cole, Vice Chair
 Tammy Miller-White Mack E. Nixon
 Edward R. Muzzulin Sue Weimar

MEMBERS ABSENT: none

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

After the Chairman called the meeting to order, Commissioner Weimar gave the invocation and the Chairman led the Pledge of Allegiance. The Chairman said that the first item of business was to hold a Public Hearing.

PUBLIC HEARING

Refinancing of Two Bank Installment Loans

Chairman Hobbs opened the Public Hearing stating that the purpose of the public hearing was to receive public comments regarding the refinancing of two Bank Installment Loans currently placed at USDA and East Carolina Bank. Branch Bank & Trust Company (BB&T) was the only bank interested in this refinancing. There were eighteen (18) people present. The Chairman stated that the County had very little debt but that we have two outstanding loans for the installation of the waterline and the renovations of the high school. Commissioner Nixon suggested that the County look into refinancing these loans to see if we could save the County some money. County Manager Heath did that and is going to explain what he has determined and is recommending. County Manager Heath said that, because the interest rates were so low, he checked with several of the banks in the area to determine if they could help the County save money. The only bank that was interested and made a proposal was BB&T. The first loan he discussed was the School Loan:

Original Amount:	\$11,000,000	<u>BB&T Proposed Loan:</u>	
Term of Original Loan:	30 years	Term of New Loan:	15 years (cuts loan term 11 years)
Interest Rate:	4.5%	Interest Rate:	2.64%
Time Remaining on Original Loan:	26 years	Amount of Savings:	Save over \$5,000,000 in interest

The annual payment for this proposed loan is approximately \$90,000 more than the current loan but, since we will be saving approximately \$5,000,000 in interest over the term of the loan, he feels that it would be advantageous for the County to consider it. He further stated that we do have money available in the budget to cover this difference.

The second loan he discussed was the New Hope Waterline & Water Tank Improvements:

Remaining Balance of Original amount:	\$1,900,000	<u>BB&T Proposed Loan:</u>	
Interest Rate:	3.74%	Term of New Loan:	8 years
Time Remaining on Original Loan:	8 years	Interest Rate:	1.86%
		Amount of Savings:	Save about \$2,000 per year on our payment

Mr. Heath said that we will be scheduling a closing in December for a portion of the loan amount and a second closing in the January for the balance to keep it under the loan threshold of \$10,000,000. Action on the Resolutions will be taken during the meeting. The Chairman opened up for public comments. There being none, the Chairman closed the Public Hearing and proceeded with the Regular Meeting at 7:05 p.m.

AGENDA

The Agenda, as amended, was unanimously approved on motion made by Mack E. Nixon, seconded by Edward R. Muzzulin.

BOARD PRESENTATIONS

Chairman Hobbs presented a plaque to Ed Nixon for his thirty-five years of service as a member of the Planning Board. Mr. Nixon made a few comments and said that maybe, after a couple of years, he would be willing to come back and serve in some capacity.

CONSENT AGENDA

The following items were considered to be routine and were unanimously approved on motion made by Mack E. Nixon, seconded by Edward R. Muzzulin.

1. **Approval of Minutes:** October 1, 2012 Regular Meeting
2. **Approval of Tax Release:**
PERQUIMANS COUNTY TAX RELEASES:
 > **Fang, Yiping**\$102.16
 Sold vehicle & turned in plate on 7/17/2012. Plate expires 6/30/13. Prorated bill for 11 months. Account Number: 8085697

3. **Personnel Matters:**

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Stephen Pulley	Deputy – Uncertified	Termination			10/24/12
Heather E. Walker	Part-Time – EMT-I (EMS Fill-In)	Appointment	66/1	\$14.85/hour	11/1/12
Michael Sawyer	IMC II	Lateral Move	63/1	\$27,061	11/1/12

4. **Board Appointments:** The following Board Appointments were requested:

NAME	BOARD	ACTION	TERM	EFFECTIVE DATE
Muzzulin, Edward	Albemarle Hospital Authority Board	Appointment	3 yrs.	1/1/13
Bielski, Jim	Chowan/Perquimans Multi-County LEPC	Reappointment	1 yr.	11/1/12
Brittingham, Richard	Chowan/Perquimans Multi-County LEPC	Reappointment	1 yr.	11/1/12
Chaney, Susan	Chowan/Perquimans Multi-County LEPC	Reappointment	1 yr.	11/1/12
Cole, Janice	Chowan/Perquimans Multi-County LEPC	Reappointment	1 yr.	11/1/12
Copeland, Crystal	Chowan/Perquimans Multi-County LEPC	Reappointment	1 yr.	11/1/12
Lafon, David	Chowan/Perquimans Multi-County LEPC	Reappointment	1 yr.	11/1/12
Lawrence, Grady	Chowan/Perquimans Multi-County LEPC	Reappointment	1 yr.	11/1/12

NAME	BOARD	ACTION	TERM	EFFECTIVE DATE
Madry, Patty	Chowan/Perquimans Multi-County LEPC	Reappointment	1 yr.	11/1/12
Nixon, Jonathan	Chowan/Perquimans Multi-County LEPC	Reappointment	1 yr.	11/1/12
Palmer, Cordell	Chowan/Perquimans Multi-County LEPC	Reappointment	1 yr.	11/1/12
Ponte, Tom	Chowan/Perquimans Multi-County LEPC	Reappointment	1 yr.	11/1/12
Smith, Lewis	Chowan/Perquimans Multi-County LEPC	Reappointment	1 yr.	11/1/12
Smith, Tim	Chowan/Perquimans Multi-County LEPC	Reappointment	1 yr.	11/1/12
Spruill, Mary	Chowan/Perquimans Multi-County LEPC	Reappointment	1 yr.	11/1/12
Stoop, Ashley	Chowan/Perquimans Multi-County LEPC	Reappointment	1 yr.	11/1/12
Value, Jason	Chowan/Perquimans Multi-County LEPC	Reappointment	1 yr.	11/1/12
VanDuyn, T. Gwen	Chowan/Perquimans Multi-County LEPC	Reappointment	1 yr.	11/1/12
Perquimans Weekly Rep	Chowan/Perquimans Multi-County LEPC	Reappointment	1 yr.	11/1/12
Winslow, Harry	Chowan/Perquimans Multi-County LEPC	Reappointment	1 yr.	11/1/12
Winslow, Jarvis	Chowan/Perquimans Multi-County LEPC	Reappointment	1 yr.	11/1/12

CAROLYN ALLISON, ACTING EXECUTIVE DIRECTOR, FEDERALLY QUALIFIED HEALTH CENTER

Ms. Allison introduced Dr. Rayette Pollard, Medical Director, and Sylvia Boone, Practice Manager. They presented a PowerPoint presentation on the Community Health Centers in our area which includes the Gates County Rural Health Center, the Tyner Health Center, the Adolescent Care Clinic, and the Migrant & Seasonal Farm Worker Program. Along with her three staff representatives, there were two volunteers in the audience, Judith Aguilar and Pat Bastek. After their presentation, Ms. Allison asked if there were any questions. After answering several questions from the Board and the public, the Chairman thanked Ms. Allison for her presentation.

HOMERIA JENNETTE, TELECOMMUNICATIONS

Ms. Jennette presented her monthly and quarterly reports. County Manager Heath asked Ms. Jennette if any of the 45 "Alarm Bank or Burglar" calls on page 6 of 9 of her report were false alarms. Ms. Jennette said that a majority of them are false alarms. He further asked how many times that they have serious calls that are delayed because a deputy is checking out a false alarm. She said that it was rather frequently but her office has no way of knowing whether or not they are true or false alarms. Mr. Heath said that some counties charge for these false alarms and that the Board might consider that during the next budget term. Ms. Jennette said that her current equipment could prepare a report of these calls if they do decide to charge for these calls.

BILL JENNINGS, TAX ADMINISTRATOR

Bill Jennings presented his monthly report. Commissioner Muzzulin asked if Mr. Jennings could include the date that the demand letters were sent on his report in the future. Mr. Jennings said that he would.

COMMISSIONER'S CONCERNS/COMMITTEE REPORTS

Commissioner Weimar: Ms. Weimar reported that the N.C. Department of Health & Human Services, Medical Assistance Division, recently performed their annual audit for Medicaid cases. She was happy to report that they received a perfect rating and feels that the four (4) workers with a case load of about 2100 to 2200 applications every month need to be commended.

Commissioner Miller-White: Ms. Miller-White said that she had e-mailed a report on the NCACC Public Education Steering Committee. At their October 25th meeting, they approved the following goals to be presented to the Legislature on November 14-15, 2012:

- Public Education Goal – Reinstatement of ADM and lottery funds for school construction
- Public Education Goal – Maintain state responsibility for replacement and risk management exposures for operation of school buses
- Public Education Goal – Authorize county use of lottery funds for school technology
- Public Education Goal – Provide sufficient funds for community college workforce training programs
- Public Education Goal – Restore local control of school calendar

Commissioner Muzzulin: Mr. Muzzulin asked when the Veterans' Day activities will be held. County Manager Heath stated that they would be held on November 12th and that all the information is on the County's website.

UPDATES

County Manager Heath updated the Board on the following projects:

Water System Projects: The Pasquotank County RO Connection is about two-thirds completed. Per County Engineer, Bill Diehl, everything is moving well. The most complicated work has been completed. September, 2013 is the deadline to complete the project so that the County can begin accepting water from the Pasquotank RO Plant.

Senior Center Update: They held the first walk-thru this past Friday and a great deal of the demolition has been accomplished. Commissioner Nixon asked if there were any deficiencies in the roof when the contractor did work on it. Mr. Heath said that, other than a few leaks, he did not hear of any. Mr. Nixon asked that they should double check the fasteners since they have about reached their life expectancy of ten to twelve years.

Jail Project: Commissioner Muzzulin stated that he had provided a copy of the Jail Report which was placed at their seats tonight. He gave the following highlights: (1) Federal inmate count for October was 76 (there were 84 in September); (2) They still have not heard anything from Chowan County with regard to their joining Albemarle District Jail; and (3) They have reviewed the twenty-four job applications for the Administrator position and have reduced it to ten (10) applicants. Interviews are scheduled for November 13th. The interviews will be handled by two Commissioners; two outside sources; and Randy Cartwright.

REFINANCING DOCUMENTATION

County Manager Heath stated that the Public Hearing was held earlier in the meeting. The Board will need to adopt two (2) resolutions for each loan refinancing that will be included in our Local Government Commissioner (LGC) application.

12" Water Line & Elevated Water Storage Tank Loan: The following Resolutions were presented and unanimously approved by the Board:

RESOLUTION

AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A FINANCING AGREEMENT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-20

WHEREAS, the Board of Commissioners of Perquimans County entered into an installment contract loan in 2005 for water system improvements to better serve the citizens of Perquimans County, and

WHEREAS, the Board of Commissioners of Perquimans County desires to refinance the same loan by use of an installment contract loan authorized under North Carolina General Statute 160A Article 3, Section 20, and

WHEREAS, findings of fact by this governing body must be presented to enable the North Carolina Local Government Commission to make its findings of fact set forth in North Carolina General Statute 159, Article I, Section 151 prior to approval of the proposed contract;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Perquimans County, North Carolina, at a Regular Meeting held on November 5, 2012 made the following findings of fact:

1. The proposed contract is necessary or expedient because of the substantial savings generated from the lower interest rate of the refinancing.
2. That the proposed contract is preferable to a bond issue for the same purpose because: 1) the funds for the project were originally borrowed under an installment contract loan, 2) the cost of issuance for a bond issue are cost prohibitive relative to the size of the outstanding loan balance, and 3) there are not sufficient funds available in the County's fund balances to pay the outstanding loan balance.
3. The sums to fall due under the contract are adequate and not excessive for the proposed purpose because this will refinance only the outstanding balance.
4. Perquimans County's debt management procedures and policies are good because the County is in compliance with all local government finance laws.
5. That refinancing this loan will not create a need to increase the tax rate of Perquimans County.
6. Perquimans County is not in default of any of its debt service obligations.
7. The attorney for Perquimans County has rendered an opinion that the proposed refinancing is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of North Carolina.
8. The probable net revenues of the original project to be refinanced will be sufficient to meet the sums to fall due under the proposed contract

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Perquimans County Manager and Finance Officer are hereby authorized to act on behalf of Perquimans County in filing an application and/or any necessary documents with the N.C. Local Government Commission for approval of this Project and the proposed financing contract as well as other actions not inconsistent with this Resolution.

This resolution is effective upon its adoption this 5th day of November, 2012.

The motion to adopt this resolution was made by Tammy Miller-White, seconded by Janice McKenzie Cole and passed by a vote of six (6) to zero (0).

Benjamin C. Hobbs, Chairman

ATTEST:

SEAL

Mary P. Hunnicutt, Clerk to the Board

This is to certify that this is a true and accurate copy of Resolution entitled "Resolution Authorizing the Filing of an Application for Approval of a Financing Agreement Authorized by North Carolina General Statute 160A-20" Adopted by the Perquimans County Board of Commissioners on the 5th day of November, 2012.

Mary P. Hunnicutt, Clerk to the Board

Date

R E S O L U T I O N
APPROVING THE REFINANCING
TERMS FOR THE CONSTRUCTION OF 12" WATER LINE
AND ELEVATED WATER STORAGE TANK

WHEREAS, the Perquimans County Board of Commissioners held a Public Hearing on Monday, November 5, 2012 in the Commissioners' Room of the Courthouse Annex to receive public comments on the refinancing of this Water Loan presently being held by East Carolina Bank; and

WHEREAS, the Perquimans County Board of Commissioners have determined to undertake the refinancing of this Water Loan being held by East Carolina Bank and having been presented a preferred proposal for this refinancing by the County Manager and the County Finance Officer:

WHEREAS, the Perquimans County Board of Commissioners feels that the refinancing of this loan will be in the best interest of Perquimans County.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. The Perquimans County Board of Commissioners does hereby determine to refinance the Water Loan through Branch Banking and Trust ("BB&T) in accordance with the bank's proposal dated 10/18/12. The amount to be refinanced shall not exceed \$1,900,000, the interest rate (in the absence of default or change in tax status) shall not exceed 1.86% and the refinancing term shall not exceed eight (8) years from the date of Closing.
2. All financing contract and related documents for the closing of this refinancing shall be consistent with the foregoing terms. All officers and employees of Perquimans County are hereby authorized and directed to execute and deliver all Financing Documents, and to take such action as they may consider necessary, to carry out this refinancing project as contemplated by the Bank Proposal and this Resolution. The Refinancing Documents shall include the Financing Agreement, Deeds of Trust as well as other documents as may be required and/or requested by BB&T and/or the N. C. Local Government Commission.

This resolution is effective upon its adoption this 5th day of November, 2012.

The motion to adopt this resolution was made by Mack E. Nixon, seconded by Edward R. Muzzulin and passed by a vote of six (6) to zero (0).

Benjamin C. Hobbs, Chairman

ATTEST:

Mary P. Hunnicutt, Clerk to the Board

High School Renovation/Gymnasium Loan: The following Resolutions were presented and unanimously approved by the Board:

R E S O L U T I O N

AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A FINANCING AGREEMENT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-20

WHEREAS, the Board of Commissioners of Perquimans County entered into an installment contract loan in 2009 for public school construction and renovations to better serve the citizens of Perquimans County, and

WHEREAS, the Board of Commissioners of Perquimans County desires to refinance the same loan by use of an installment contract loan authorized under North Carolina General Statute 160A Article 3, Section 20, and

WHEREAS, findings of fact by this governing body must be presented to enable the North Carolina Local Government Commission to make its findings of fact set forth in North Carolina General Statute 159, Article I, Section 151 prior to approval of the proposed contract;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Perquimans County, North Carolina, at a Regular Meeting held on November 5, 2012 made the following findings of fact:

1. The proposed contract is necessary or expedient because of the substantial savings generated from the lower interest rate of the refinancing.
2. That the proposed contract is preferable to a bond issue for the same purpose because: 1) the funds for the project were originally borrowed under an installment contract loan, 2) the cost of issuance for a bond issue are cost prohibitive relative to the size of the outstanding loan balance, and 3) there are not sufficient funds available in the County's fund balances to pay the outstanding loan balance.
3. The sums to fall due under the contract are adequate and not excessive for the proposed purpose because this will refinance only the outstanding balance.
4. Perquimans County's debt management procedures and policies are good because the County is in compliance with all local government finance laws.
5. That refinancing this loan will not create a need to increase the tax rate of Perquimans County.
6. Perquimans County is not in default of any of its debt service obligations.
7. The attorney for Perquimans County has rendered an opinion that the proposed refinancing is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of North Carolina.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Perquimans County Manager and Finance Officer are hereby authorized to act on behalf of Perquimans County in filing an application and/or any necessary documents with the N.C. Local Government Commission for approval of this Project and the proposed financing contract as well as other actions not inconsistent with this Resolution.

This resolution is effective upon its adoption this 5th day of November, 2012.

The motion to adopt this resolution was made by Tammy Miller-White, seconded by Edward R. Muzzulin and passed by a vote of six (6) to zero (0).

Benjamin C. Hobbs, Chairman

ATTEST:

SEAL

Mary P. Hunnicutt, Clerk to the Board

This is to certify that this is a true and accurate copy of Resolution entitled "Resolution Authorizing the Filing of an Application for Approval of a Financing Agreement Authorized by North Carolina General Statute 160A-20" Adopted by the Perquimans County Board of Commissioners on the 5th day of November, 2012.

Mary P. Hunnicutt, Clerk to the Board

Date

**RESOLUTION
APPROVING THE REFINANCING
OF THE HIGH SCHOOL LOAN**

WHEREAS, the Perquimans County Board of Commissioners held a Public Hearing on Monday, November 5, 2012, in the Commissioners' Room of the Courthouse Annex to receive public comments on the refinancing of this School Loan presently being held by USDA; and

WHEREAS, the Perquimans County Board of Commissioners have determined to undertake the refinancing of this School Loan presently being held by USDA and having been presented a preferred proposal for this refinancing by the County Manager and the County Finance Officer:

WHEREAS, the Perquimans County Board of Commissioners feels that the refinancing of this loan will be in the best interest of Perquimans County:

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. The Perquimans County Board of Commissioners does hereby determine to refinance a portion of the School Loan in 2012 through Branch Banking and Trust ("BB&T) in accordance with the bank's proposal dated October 18, 2012. The amount to be refinanced shall not exceed \$6,000,000, and the interest rate (in the absence of default or change in tax status) shall not exceed 2.64% and the financing term shall not exceed fifteen (15) years from the date of Closing.
2. In January 2013, The Perquimans County Board of Commissioners does hereby determine to refinance the balance of the School Loan through Branch Banking and Trust ("BB&T) in accordance with the bank's proposal dated November 5, 2012. The amount to be refinanced shall not exceed \$4,500,000.00, and the interest rate (in the absence of default or change in tax status) shall not exceed 2.64% and the financing term shall not exceed fifteen (15) years from the date of Closing.
3. All financing contracts and related documents for the closing of this refinancing (the "Financing Documents") shall be consistent with the foregoing terms. All officers and employees of Perquimans County are hereby authorized and directed to execute and deliver all Financing Documents, and to take such action as they may consider necessary, to carry out this refinancing project as contemplated by the Bank Proposal and this Resolution. The Financing Documents shall include the Financing Agreement, Deeds of Trust as well as other documents as may be required and/or requested by BB&T and/or the N.C. Local Government Commission.

This resolution is effective upon its adoption this 5th day of November, 2012.

The motion to adopt this resolution was made by Sue Weimar, seconded by Edward R. Muzzulin and passed by a vote of six (6) to zero (0).

Benjamin C. Hobbs, Chairman

ATTEST:

Mary P. Hunnicutt, Clerk to the Board

RESOLUTION: OPPOSING INSURANCE RATE CHANGE

On motion made by Mack E. Nixon, seconded by Tammy Miller-White, the Board unanimously approved the proposed Resolution. Commissioner Nixon requested that County Manager Heath and County Clerk, Mary Hunnicutt, revise it a little since this same Resolution has been forwarded to Legislators before. The following revised Resolution was forwarded to the Legislators:

RESOLUTION OPPOSING INSURANCE RATE INCREASE

WHEREAS, the North Carolina Rate Bureau, in its capacity as a representative of the insurance industry, has requested a 30% rate increase from the Department of Insurance; and

WHEREAS, many eastern North Carolina counties were hit with double-digit homeowners insurance rate increases when the new rates went into effect on May 1, 2009; and

WHEREAS, homeowners in coastal communities already pay premiums up to five times the rate charged for inland properties, in addition to having separate flood, as well as wind and hail policies; and

WHEREAS, Perquimans County, as well as other coastal counties in North Carolina, is experiencing difficult economic times that are currently gripping our nation; and

WHEREAS, additional increases would once again place an undue and excessive burden on homeowners in coastal communities; and

WHEREAS, loss experience does not justify this 30% rate increase, especially since significant losses were experienced in areas other than the coast of North Carolina.

NOW THEREFORE BE IT RESOLVED, that the Perquimans County Board of Commissioners strongly encourages the NC Commissioner of Insurance to reject the proposed 30% increase in base rates for coastal North Carolina because it is based on modeling and not actuarial data; and, encourages the Commissioner to work toward a more fair homeowners insurance rate structure for coastal North Carolina.

BE IT FURTHER RESOLVED, that the Perquimans County Board of Commissioners also requests that the North Carolina Insurance Commissioner conduct a public hearing on the proposed rate increases and further request the Commissioner to include actual loss history in Eastern North Carolina in the calculation of the rate increases.

Adopted this 5th day of November, 2012.

Benjamin C. Hobbs, Chairman
Perquimans County Board of Commissioners

Attested by:

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

RESOLUTION: SUPPORTING TOWN OF HERTFORD'S REQUEST

County Manager Heath explained that the Town of Hertford has an opportunity to receive two (2) AM General HummVee's from the Surf City Police Department. They are in good shape and the Town of Hertford wants to give one HummVee to the County. Mr. Heath explained that the Sheriff's Department and Emergency Management Department have expressed an interest in this vehicle. On motion made by Edward R. Muzzulin, seconded by Tammy Miller-White, the Board unanimously approved this letter of support for the Town of Hertford's request:

November 6, 2012

Mayor Horace Reid
Town of Hertford
P.O. Box 32
Hertford, NC 27944

RE: RESOLUTION TO OBTAIN PROPERTY FROM THE TOWN OF SURF CITY

Dear Mayor Reid:

I am writing to you on behalf of the Perquimans County Board of Commissioners. At their November 5, 2012 regular meeting, the Board voted to send this letter of support for your Resolution to obtain two Am General HummVee's from the Town of Surf City with the ultimate goal to provide Perquimans County with one of these vehicles to be used for emergency and disaster situations.

The Perquimans County Board of Commissioners supports your efforts to obtain these vehicles. Please let me know if our Board can be of further assistance.

Sincerely yours,

Benjamin C. Hobbs, Chairman
Perquimans County Board of Commissioners

BH/mh

AGREEMENT FOR SPECIAL SERVICES - 2012 SCATTERED SITE PROJECT

County Manager Heath said that we were premature with adopting the 2012 Scattered Site Housing Grant Administrative Contract last month. Carolyn Morris checked into this further and found that the Administrative Contract needed to be approved after the funds have been awarded. We should have executed the following Agreement for Professional Services for Carolyn's work in applying for the 2012 Scattered Site Grant:

**AGREEMENT FOR PROFESSIONAL SERVICES
PERQUIMANS COUNTY
2012 CDBG SCATTERED SITE PROJECT**

This Agreement made and entered into this the 6th day of September, 2012 by and between the County of Perquimans and Carolyn B. Morris, Housing Consultant.

The purpose of this agreement is to prepare the county's 2012 Scattered Site Housing Application and submit it to the Department of Commerce, Community Investment and Assistance by October 17, 2012 deadline.

Since the county followed the proper procurement regulations at 24 CFR 85.36, through the bid process, this pre-award administrative cost is reimbursable to the county once the application is approved.

The compensation for these services is \$3,500 from the planning funds allowed in the application being submitted. The consultant shall submit an invoice at the time the application is ready for submission to Community Investment and Assistance.

This contract was authorized by Perquimans County on October 1, 2012

Perquimans County

Carolyn Morris

By: _____

By: Carolyn B. Morris

Attest

Attest

By: _____

By: _____

In addition, Ms. Morris presented the following Request for Payment for Partial Application Fee for 2012 Scattered Site Housing Application:

MEMORANDUM

TO: Perquimans County
FROM: Carolyn B. Morris, County Housing Consultant
RE: Request for Payment for Partial Application Fee for 2012 Scattered Site Housing Application
DATE: October 12, 2012

Please consider this document as authorization to issue a check in the amount of:

One Thousand Seven Hundred Fifty Dollars (**\$1,750.00**) payable to:

**Carolyn B. Morris
1101 North Oakum Street
Edenton, NC 27932**

Partial payment in the amount of **\$1,750.00** is requested for professional services for completion and submission of the 2012 SSH Application to Community Investment and Assistance by the October 17, 2012 deadline. Total cost for completion of application is \$3,500.00. These funds are reimbursable under the 2012 SSH Grant after Grant Agreement and Funding Approval is signed by the County.

Total request for payment at this time is **\$1,750.00** for 87.5 hours @ \$20.00/hour.

Balance remaining is \$1,750.00

Carolyn B. Morris
Carolyn B. Morris
County Housing Consultant

Frank Heath
Perquimans County Manager

After a discussion about the difference in the \$3,000 figure on the Agreement of Professional Services and the \$1,750 on the Payment Request, Tammy Miller-White made a motion to approve the Agreement and the Payment Request. The motion was seconded by Sue Weimar and unanimously approved by the Board.

WATER TANK MAINTENANCE PROPOSAL: SOUTHERN CORROSION

Chairman Hobbs explained that this proposal was discussed during their October Work Session. County Manager Heath explained that County Engineer, Bill Diehl, had some questions that night about how the proposal was broken down but has talked with Southern Corrosion and is satisfied with the proposal now. Mr. Heath forwarded this proposal to County Attorney High who had a couple of concerns. County Attorney High explained that he had the following two concerns:

1. There was language included in the proposal to Southern Corrosion from our negligence but there was no clause in there protecting the County from their negligence. County Attorney High said that he has requested this and Southern Corrosion has approved this change but not resubmitted the proposal with that change. Commissioner Nixon asked about the CPI (Consumer Price Index). County Manager Heath said that the CPI would start on the 6th year. Commissioner Nixon asked if that was a firm date and Mr. Heath said that it was. We will pay five years of \$58,000 without CPI and CPI would begin on the 6th year.
2. It was set up to be a rolling contract every year. If we decide that we wanted to terminate the contract, we needed to notify them within 60 days of the expiration date. There was no clause in the contract that would allow the County to terminate if they defaulted midway the contract. There was wording for Southern Corrosion to terminate in case we default. Mr. High has forwarded some wording for them to consider but he has not heard back from Southern Corrosion as of yet.

County Manager Heath asked that the Board give conditional approval pending satisfaction from County Attorney and County Manager or the Board can wait until next month to approve it. Commissioner Muzzulin asked about the non-elevated water tanks. Mr. Heath said that Bill Diehl, County Attorney, felt that the County would be able to handle the cleaning and maintaining of these tanks. Mr. Muzzulin asked how this would impact our budget. Mr. Heath said that he that they budgeted \$60,000 this year which would cover this contract for this year and that the non-elevated water tanks take very little maintenance and it would be sufficient to cover them too which would be covered under plant maintenance. Mr. Heath further explained that this contract spreads out the costs for the expense of painting, inspecting, and washing out the tanks over a period of years. Mr. Heath stated that he is relying on County Engineer, Bill Diehl, for a recommendation. Commissioner Weimar also stated that they will inspect the tanks with regard to the placement of electronic equipment on the tanks and making sure that they are properly installed. On motion made by Sue Weimar, seconded by Tammy Miller-White the Board unanimously approved the following proposed contract conditioned on County Attorney and County Manager approval:

SOUTHERN CORROSION INC.
WATER TANK MANAGEMENT SCHEDULE

Date: September 18, 2012
Customer: Perquimans County, NC
Tanks: 200,000 Gallon Belvidere Elevated Storage Tank
 200,000 Gallon New Hope Road Elevated Storage Tank
 300,000 Gallon Muddy Creek Elevated Storage Tank
 300,000 Gallon Rayburn Elevated Storage Tank
 200,000 Gallon Bethal Elevated Storage Tank

Year 1 - 2012

200,000 Gallon Belvidere Elevated Storage Tank

1) Visual inspection and repairs uncovered through inspection.

2) Repairs

- a) Ensure adequate stainless steel screening covers all vent openings.
- b) Provide and install an anti-climb prevention device to the lower portion of the exterior ladder.
- c) Provide and install new cable to the existing float indicator device and insure all moving parts are lubricated.
- d) Weld the revolving roof/shell ladder to a fixed position.
- e) Provide and install cable type safety climb device to the roof/shell ladder.

200,000 Gallon New Hope Road Elevated Storage Tank

1) Repaint Exterior:

- a) Abrasive blast all exterior surfaces in accordance with SSPC surface preparation method #7, commercial blast. Employ whatever means necessary to prohibit abrasive blast debris from trespassing on neighboring properties.
- b) Apply one full prime coat of acrylic primer to all exterior surfaces at 2.5 to 3.5 mils dry film thickness.
- c) Apply one full intermediate coat of acrylic to all exterior surfaces at 1.5 to 2.5 mils dry film thickness.
- d) Apply one full finish coat of acrylic to all exterior surfaces at 1.5 to 2.5 mils dry film thickness.
- e) Test abrasive blast debris for the 8 RCRA heavy metals using the TLCP method.
- f) Dispose of abrasive blast debris.

2) Repairs

- a) Provide and install an anti-climb prevention device to the lower portion of the exterior ladder.
- b) Ensure adequate stainless steel screening covers all vent openings.
- c) Provide and install new cable to the existing float indicator device and insure all moving parts are lubricated.
- d) Weld the revolving roof/shell ladder to a fixed position.
- e) Provide and install cable type safety climb device to the roof/shell ladder.

300,000 Gallon Muddy Creek Elevated Storage Tank

1) Visual inspection and repairs uncovered through inspection.

2) Repairs

- a) Provide and install an anti-climb prevention device to the lower portion of the exterior ladder.
- b) Drill additional weep holes in the catwalk floor.

300,000 Gallon Rayburn Elevated Storage Tank

1) Visual inspection and repairs uncovered through inspection.

2) Repairs

- a) Ensure adequate stainless steel screening covers all vent openings.
- b) Provide and install an anti-climb prevention device to the lower portion of the exterior ladder.
- c) Drill additional weep holes in the catwalk floor.

200,000 Gallon Bethal Elevated Storage Tank

1) Pressure wash interior.

- a) Pressure wash interior using 4,000 psi pressure washers or higher to remove accumulated mud and sediment.
- b) Sterilize interior using Disinfection Method #2, spray method.

2) Inspection report.

3) Repairs

- a) Provide and install an anti-climb prevention device to the lower portion of the exterior ladder.
- b) Provide and install new cable to the existing float indicator device and insure all moving parts are lubricated.
- c) Weld the revolving roof/shell ladder to a fixed position.
- d) Drill additional weep holes in the catwalk floor.

Year 2 - 2013

200,000 Gallon Belvidere Elevated Storage Tank

1) Pressure wash interior.

- a) Pressure wash interior using 4,000 psi pressure washers or higher to remove accumulated mud and sediment.
- b) Sterilize interior using Disinfection Method #2, spray method.

2) Inspection report.

3) Repaint Exterior:

- a) Pressure wash all exterior surfaces using 4,000 psi pressure washers or higher.
- b) Clean all rusted and paint failed areas using scrapers, hand & power wire brushes in accordance with SSPC surface preparation methods #2 & #3, hand & power tool clean.

- c) Apply one spot prime coat of an epoxy-mastic primer to all bare metal surfaces at 2.5 to 3.5 mils dry film thickness.
- d) Apply one full finish coat of polyurethane to all exterior surfaces at 2.0 to 3.0 mils dry film thickness.

200,000 Gallon New Hope Road Elevated Storage Tank

1) Visual inspection and repairs uncovered through inspection.

300,000 Gallon Muddy Creek Elevated Storage Tank

1) Visual inspection and repairs uncovered through inspection.

300,000 Gallon Rayburn Elevated Storage Tank

1) Visual inspection and repairs uncovered through inspection.

200,000 Gallon Bethal Elevated Storage Tank

1) Visual inspection and repairs uncovered through inspection.

Year 3 - 2014**200,000 Gallon Belvidere Elevated Storage Tank**

1) Visual inspection and repairs uncovered through inspection.

200,000 Gallon New Hope Road Elevated Storage Tank

1) Visual inspection and repairs uncovered through inspection.

300,000 Gallon Muddy Creek Elevated Storage Tank

1) Pressure wash interior.

- a) Pressure wash interior using 4,000 psi pressure washers or higher to remove accumulated mud and sediment.
- b) Sterilize interior using Disinfection Method #2, spray method.

2) Inspection report.

300,000 Gallon Rayburn Elevated Storage Tank

1) Repaint Exterior:

- a) Pressure wash all exterior surfaces using 4,000 psi pressure washers or higher.
- b) Clean all rusted and paint failed areas using scrapers, hand & power wire brushes in accordance with SSPC surface preparation methods #2 & #3, hand & power tool clean.
- c) Apply one spot prime coat of an epoxy-mastic primer to all bare metal surfaces at 2.5 to 3.5 mils dry film thickness.
- d) Apply one full finish coat of polyurethane to all exterior surfaces at 2.0 to 3.0 mils dry film thickness.

200,000 Gallon Bethal Elevated Storage Tank

1) Repaint Exterior:

- a) Pressure wash all exterior surfaces using 4,000 psi pressure washers or higher.
- b) Clean all rusted and paint failed areas using scrapers, hand & power wire brushes in accordance with SSPC surface preparation methods #2 & #3, hand & power tool clean.
- c) Apply one spot prime coat of an epoxy-mastic primer to all bare metal surfaces at 2.5 to 3.5 mils dry film thickness.
- d) Apply one full finish coat of polyurethane to all exterior surfaces at 2.0 to 3.0 mils dry film thickness.
- e) Reapply the tank existing sign as it currently appears.

Year 4 - 2015**200,000 Gallon Belvidere Elevated Storage Tank**

1) Visual inspection and repairs uncovered through inspection.

200,000 Gallon New Hope Road Elevated Storage Tank

1) Visual inspection and repairs uncovered through inspection.

300,000 Gallon Muddy Creek Elevated Storage Tank

1) Repaint Exterior:

- a) Pressure wash all exterior surfaces using 4,000 psi pressure washers or higher.
- b) Clean all rusted and paint failed areas using scrapers, hand & power wire brushes in accordance with SSPC surface preparation methods #2 & #3, hand & power tool clean.
- c) Apply one spot prime coat of an epoxy-mastic primer to all bare metal surfaces at 2.5 to 3.5 mils dry film thickness.
- d) Apply one full finish coat of polyurethane to all exterior surfaces at 2.0 to 3.0 mils dry film thickness.
- e) Reapply the tank existing sign as it currently appears.

300,000 Gallon Rayburn Elevated Storage Tank

1) Repaint Interior

- a) Abrasive blast all rusted interior surfaces to bare metal in accordance with SSPC surface preparation method #10, near white grade. Abrasive blast all remaining interior surfaces in accordance with SSPC surface preparation method #7, brush blast.
- b) Apply a full prime coat of epoxy that is NSF approved for contact with potable water to all interior surfaces at 4 to 5 mils dry film thickness.
- c) Apply a "stripe coat" of epoxy that is NSF approved for contact with potable water to all ladders and weld seams, applied using paint brushes and rollers.
- d) Apply a full finish coat of epoxy that is NSF approved for contact with potable water to all interior surfaces at 4 to 5 mils dry film thickness.
- e) Caulk all unwelded roof lap seams using Sikaflex 1a polyurethane caulk.
- f) Test abrasive blast debris for the 8 RCRA heavy metals using the TCLP method.
- g) Dispose of abrasive blast debris in accordance with Federal, State, and Local regulations.
- h) Sterilize tank interior using AWWA Disinfection Method #2, spray method.

2) Inspection report

200,000 Gallon Bethal Elevated Storage Tank

1) Visual inspection and repairs uncovered through inspection.

Year 5 - 2016**200,000 Gallon Belvidere Elevated Storage Tank**

1) Visual inspection and repairs uncovered through inspection.

200,000 Gallon New Hope Road Elevated Storage Tank

1) Repaint Interior

- a) Abrasive blast all rusted interior surfaces to bare metal in accordance with SSPC surface preparation method #10, near white grade. Abrasive blast all remaining interior surfaces in accordance with SSPC surface preparation method #7, brush blast.
- b) Apply a full prime coat of epoxy that is NSF approved for contact with potable water to all interior surfaces at 4 to 5 mils dry film thickness.
- c) Apply a "stripe coat" of epoxy that is NSF approved for contact with potable water to all ladders and weld seams, applied using paint brushes and rollers.
- d) Apply a full finish coat of epoxy that is NSF approved for contact with potable water to all interior surfaces at 4 to 5 mils dry film thickness.
- e) Caulk all unwelded roof lap seams using Sikaflex 1a polyurethane caulk.
- f) Test abrasive blast debris for the 8 RCRA heavy metals using the TCLP method.
- g) Dispose of abrasive blast debris in accordance with Federal, State, and Local regulations.
- h) Sterilize tank interior using AWWA Disinfection Method #2, spray method.

2) Inspection report

3) Repairs

- a) Provide and install a cable type safety climb device to the interior ladder.

300,000 Gallon Muddy Creek Elevated Storage Tank

1) Visual inspection and repairs uncovered through inspection.

300,000 Gallon Rayburn Elevated Storage Tank

1) Visual inspection and repairs uncovered through inspection.

200,000 Gallon Bethal Elevated Storage Tank

1) Visual inspection and repairs uncovered through inspection.

Year 6 - 2017**200,000 Gallon Belvidere Elevated Storage Tank**

1) Visual inspection and repairs uncovered through inspection.

200,000 Gallon New Hope Road Elevated Storage Tank

1) Visual inspection and repairs uncovered through inspection.

300,000 Gallon Muddy Creek Elevated Storage Tank

1) Visual inspection and repairs uncovered through inspection.

300,000 Gallon Rayburn Elevated Storage Tank

1) Visual inspection and repairs uncovered through inspection.

200,000 Gallon Bethal Elevated Storage Tank**1) Repaint Interior**

- a) Abrasive blast all rusted interior surfaces to bare metal in accordance with SSPC surface preparation method #10, near white grade. Abrasive blast all remaining interior surfaces in accordance with SSPC surface preparation method #7, brush blast.
- b) Apply a full prime coat of epoxy that is NSF approved for contact with potable water to all interior surfaces at 4 to 5 mils dry film thickness.
- c) Apply a "stripe coat" of epoxy that is NSF approved for contact with potable water to all ladders and weld seams, applied using paint brushes and rollers.
- d) Apply a full finish coat of epoxy that is NSF approved for contact with potable water to all interior surfaces at 4 to 5 mils dry film thickness.
- e) Caulk all unwelded roof lap seams using Sikaflex 1a polyurethane caulk.
- f) Test abrasive blast debris for the 8 RCRA heavy metals using the TCLP method.
- g) Dispose of abrasive blast debris in accordance with Federal, State, and Local regulations.
- h) Sterilize tank interior using AWWA Disinfection Method #2, spray method.

2) Inspection report**Year 7 - 2018****200,000 Gallon Belvidere Elevated Storage Tank****1) Repaint Interior**

- a) Abrasive blast all rusted interior surfaces to bare metal in accordance with SSPC surface preparation method #10, near white grade. Abrasive blast all remaining interior surfaces in accordance with SSPC surface preparation method #7, brush blast.
- b) Apply a full prime coat of epoxy that is NSF approved for contact with potable water to all interior surfaces at 4 to 5 mils dry film thickness.
- c) Apply a "stripe coat" of epoxy that is NSF approved for contact with potable water to all ladders and weld seams, applied using paint brushes and rollers.
- d) Apply a full finish coat of epoxy that is NSF approved for contact with potable water to all interior surfaces at 4 to 5 mils dry film thickness.
- e) Caulk all unwelded roof lap seams using Sikaflex 1a polyurethane caulk.
- f) Test abrasive blast debris for the 8 RCRA heavy metals using the TCLP method.
- g) Dispose of abrasive blast debris in accordance with Federal, State, and Local regulations.
- h) Sterilize tank interior using AWWA Disinfection Method #2, spray method.

2) Inspection report**3) Repairs**

- a) Provide and install a cable type safety climb device to the interior ladder.

200,000 Gallon New Hope Road Elevated Storage Tank**1) Visual inspection and repairs uncovered through inspection.****300,000 Gallon Muddy Creek Elevated Storage Tank****1) Visual inspection and repairs uncovered through inspection.****300,000 Gallon Rayburn Elevated Storage Tank****1) Visual inspection and repairs uncovered through inspection.****200,000 Gallon Bethal Elevated Storage Tank****1) Visual inspection and repairs uncovered through inspection.****Year 8 - 2019****200,000 Gallon Belvidere Elevated Storage Tank****1) Visual inspection and repairs uncovered through inspection.****200,000 Gallon New Hope Road Elevated Storage Tank****1) Repaint Exterior:**

- a) Pressure wash all exterior surfaces using 4,000 psi pressure washers or higher.
- b) Clean all rusted and paint failed areas using scrapers, hand & power wire brushes in accordance with SSPC surface preparation methods #2 & #3, hand & power tool clean.
- c) Apply one spot prime coat of an epoxy-mastic primer to all bare metal surfaces at 2.5 to 3.5 mils dry film thickness.
- d) Apply two full finish coats of acrylic to all exterior surfaces at 1.5 to 2.5 mils dry film thickness.

300,000 Gallon Muddy Creek Elevated Storage Tank**1) Repaint Interior**

- a) Abrasive blast all rusted interior surfaces to bare metal in accordance with SSPC surface preparation method #10, near white grade. Abrasive blast all remaining interior surfaces in accordance with SSPC surface preparation method #7, brush blast.
- b) Apply a full prime coat of epoxy that is NSF approved for contact with potable water to all interior surfaces at 4 to 5 mils dry film thickness.
- c) Apply a "stripe coat" of epoxy that is NSF approved for contact with potable water to all ladders and weld seams, applied using paint brushes and rollers.
- d) Apply a full finish coat of epoxy that is NSF approved for contact with potable water to all interior surfaces at 4 to 5 mils dry film thickness.
- e) Caulk all unwelded roof lap seams using Sikaflex 1a polyurethane caulk.
- f) Test abrasive blast debris for the 8 RCRA heavy metals using the TCLP method.
- g) Dispose of abrasive blast debris in accordance with Federal, State, and Local regulations.
- h) Sterilize tank interior using AWWA Disinfection Method #2, spray method.

2) Inspection report**300,000 Gallon Rayburn Elevated Storage Tank****1) Visual inspection and repairs uncovered through inspection.****200,000 Gallon Bethal Elevated Storage Tank****1) Visual inspection and repairs uncovered through inspection.****SCHEDULE CONTINUATION**

The tanks will be visually inspected every year. The tank interiors will be washed-out at 5 year intervals and an inspection report provided, until 15 years has elapsed from the last time the interior was recoated. The tank interior will be recoated at 15 year intervals. The exteriors will be recoated at 7 year intervals.

After Year 8:**200,000 Gallon Belvidere Elevated Storage Tank**

The next wash-out & report is scheduled for Year 12 of the Service (Year 2023), the next repainting of the tank exterior is scheduled for Year 9 of the Service (Year 2020), and the next repainting of the tank interior is scheduled for Year 22 of the Service (2033).

200,000 Gallon New Hope Road Elevated Storage Tank

The next wash-out & report is scheduled for Year 10 of the Service (Year 2021), the next repainting of the tank exterior is scheduled for Year 15 of the Service (Year 2026), and the next repainting of the tank interior is scheduled for Year 20 of the Service (2031).

300,000 Gallon Muddy Creek Elevated Storage Tank

The next wash-out & report is scheduled for Year 13 of the Service (Year 2024), the next repainting of the tank exterior is scheduled for Year 11 of the Service (Year 2022), and the next repainting of the tank interior is scheduled for Year 23 of the Service (2034).

300,000 Gallon Rayburn Elevated Storage Tank

The next wash-out & report is scheduled for Year 9 of the Service (Year 2020), the next repainting of the tank exterior is scheduled for Year 10 of the Service (Year 2021), and the next repainting of the tank interior is scheduled for Year 19 of the Service (2030).

200,000 Gallon Bethal Elevated Storage Tank

The next wash-out & report is scheduled for Year 11 of the Service (Year 2022), the next repainting of the tank exterior is scheduled for Year 10 of the Service (Year 2021), and the next repainting of the tank interior is scheduled for Year 21 of the Service (2032).

At no time does the service include the complete abrasive blasting of the exteriors of any of the tanks.

PRICING & TERMS

Necessary repair of any coatings or appurtenances noted during our inspections will be added to our service schedule at no additional cost. These necessary repairs include paint failed areas and areas of corrosion. If the coating is continuing to protect the steel from corrosion, paint repair is not necessary. The definition of paint failure does not include loss of gloss, color fading, mildew, discoloration, or any other defects that are aesthetic.

Emergency service will apply during the entire period. We will guarantee a 24 hour response time. Corrective maintenance noted during our inspections will be added to our schedule at no added expense. The annual premium for the first five(5) years of the service is fixed at \$58,270.00 per year. The premium for Year 6 is \$58,270 plus the % change in the CPI (Consumer Price Index) during the immediate previous contract year (Year 5). All subsequent year premiums will be the total of the past year's premium amount plus the % change in the CPI (Consumer Price Index) for that previous year (ie. Year 7 premium equals Year 6 premium plus the % change in the CPI for Year 6).

Because the value of the work performed in the first 4 years of the service exceeds the value of the the annual premiums for those years, the following additional payments will be due should years 2 through 6 be canceled:

If the 2nd year of the service is cancelled, an additional \$49,925.00 will be due.
If the 3rd year of the service is cancelled, an additional \$26,349.00 will be due.
If the 4th year of the service is cancelled, an additional \$30,649.00 will be due.
If the 5th year of the service is cancelled, an additional \$52,664.00 will be due.
If the 6th year of the service is cancelled, an additional \$28,889.00 will be due.

Each year represents a 12 month period beginning with the effective date of the contract, rather than the actual calendar year. The Owner will be given the opportunity to schedule the yearly work at any time during the 12 month period that represents the contract term. The annual premium is due within 30 days of the contract date.

INCOME MAINTENANCE II POSITION

County Manager Heath stated that this request was not received until after the Agenda Packet was mailed out. Susan Chaney is recommended the promotion of Beverly Pulley to the Income Maintenance II (Family & Children’s Medicaid) position effective November 1, 2012. She will be working against the status until April, 2013 and then become eligible for full Income Maintenance II. She will be paid at a Grade 61/Step 3 at \$26,020 effective November 1, 2012 until April, 2013. In April, 2013, she will be paid at Grade 63/Step 1 at \$27,061. On motion made by Sue Weimar, seconded by Edward R. Muzzulin, the Board unanimously approved Ms. Chaney’s recommendation.

PLANNING ITEM

Donna Godfrey, Planner, presented a request from Albemarle Plantation Property Owners’ Association to release Subdivision Bond and Surety Rider for the water, sewer and roads in Belmont (Section JJ) Blocks, 2, 3, and 4. She had received a verbal request from Kip Peregoy, General Manger of Albemarle Plantation, to release the \$873,542.50 Subdivision Bond currently being held to guarantee completion of the water, sewer and roads in Belmont, Section JJ, Blocks 2, 3, and 4. Mr. Kip Peregoy was present if the Board had any questions. Ms. Godfrey had received and is reviewing the following documentation: (1) Road Maintenance Agreement; (2) Articles of Incorporation of Albemarle Plantation Property Owners Association, Inc. (APPOA); (3) Change of Registered Agent (for AAPOA); (4) Non Warranty Deed from Albemarle Plantation Holdings, LLC, to APPOA (conveying Common Areas in Phase I); (5) Subdivision Bond in the amount of \$873,542.50; (6) Surety Rider; and (7) Construction Materials Testing Report for Thoroughbred Way Extension and Associated Connector Roadways. Ms. Godfrey explained that Mr. Peregoy had brought her the minutes of the APPOA Board meeting that she had requested. Ms. Godfrey said that the Planning staff had no problem with releasing this bond pending the following things being accomplished: (1) Albemarle Plantation needs to redo the Road Maintenance Agreement to remove the County Manager’s signature; (2) she would like to do one more site visit to make sure she was okay with the improvements; and (3) verify with County Attorney that there were no other concerns regarding the release of the Subdivision Bond. County Manager Heath asked if all the roads have been paved and all the water lines installed. Ms. Godfrey said that the roads have been paved and she had talked with Russ Chappell, Water Distribution Supervisor, and he told her that the waterlines were installed. County Manager Heath asked if APPOA was going to be responsible for maintaining the roads and any improvements. Ms. Godfrey said that they understood that. Commissioner Muzzulin asked who the actual owner of the roads was. Ms. Godfrey said Albemarle Plantation Property Owners Association. Mack E. Nixon made a motion to approve request for release of Subdivision Bond for Belmont, Section JJ, Blocks 2, 3, and 4, conditioned upon submittal of additional materials or information as follows: (1) revision of Road Maintenance Agreement to remove County Manager’s signature line; (2) site visit by County staff to verify that the roads are in keeping with the horizontal alignment shown on recorded Final Plats Under Bond; (3) and concurrence by County Attorney of no other concerns regarding the release of Subdivision Bond. The motion was seconded by Sue Weimar. Commissioner Tammy Miller-White asked if the Minutes that Ms. Godfrey was provided tonight are valid. Ms. Godfrey said that would be one thing that the County Attorney will review and verify that they are in compliance with what is required. The Chairman called for a vote and the motion was unanimously approved by the Board.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

There being no further business to discuss, the Regular Meeting was adjourned by the Chairman at 8:30 p.m.

Benjamin C. Hobbs, Chairman

Clerk to the Board

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