

County Manager Heath commended Jonathan Nixon, Julie Solesbee, Andrea Stoner, and NaKindra Downing for their hard work to get this consolidation handled within a month. The only one that he remembers that happened this quickly was done in eight (8) months. He thanked them for their hard work and time that they did to get this accomplished in a month.

CENTER FOR ACTIVE LIVING ITEMS

Chairman Nelson recognized County Manager Heath, who presented the following items for Board consideration and action:

1. **Board Appointments:** Chairman Nelson explained that, with the retirement of Beverly Gregory, Active Living Coordinator, the Board will need to appoint LuRee Sawyer to the Albemarle Commission Area Agency on Aging Regional Advisory Council (RAC). In addition, their by-laws have been amended to allow two members to serve from each county. Ms. Gregory has agreed to remain on the RAC Council until she notifies them that she will be resigning from the RAC. Therefore, the Board will need to appoint her as our second representative on the RAC.
2. **Bank Authorization for New Center of Active Living Coordinator to Endorse Checks:** Chairman Nelson explained that, in addition, to the above request, the County’s financial institution, PNC, has requested that the Board authorize LuRee Sawyer, new Center for Active Living Coordinator, to handle banking transactions for the Center at PNC Bank. This action needs to be recorded in minutes and a copy forwarded to PNC Bank.

Chairman Nelson asked if there were any questions or comments from the Board. There being none, the Chairman said that we would handle both of these items with one motion. On motion made by Joseph W. Hoffler, seconded by Timothy J. Corprew, the Board unanimously made the appointment of LuRee Sawyer and Beverly Gregory to the Albemarle Commission Area Agency on Aging and to authorize LuRee Sawyer to handle banking transaction at PNC Bank.

PERSONNEL MATTER

County Manager Heath explained that we had this one personnel matter (merit raise) that was received after the Agenda Packets were distributed. On motion made by T. Kyle Jones, seconded by Timothy J. Corprew, the following personnel matter (merit raise) was unanimously approved by the Board:

Department	Employee Name	Employee Job Title	Grade/ Step	New Salary	Effective Date
Sheriff’s Office	Preston Ward	Investigator	68/11	\$56,137	03/01/2024

PUBLIC COMMENTS

There were no public comments.

CLOSED SESSION: TO DISCUSS AN ECONOMIC DEVELOPMENT MATTER AND CLOSED SESSION MINUTES

Chairman Nelson stated that, pursuant to NC General Statute 143-318.11(4), the Board went into Closed Session to discuss an economic development matter and to approve closed session minutes. On motion made by James W. Ward, seconded by Timothy J. Corprew, to go into Closed Session. The motion was unanimously voted to go into Closed Session.

The Closed Session was adjourned, and the Regular Called Meeting reconvened on motion made by Charles Woodard, seconded by T. Kyle Jones, and unanimously approved by the Board.

No action was required from the Closed Session.

ADJOURNMENT

There being no further comments or business to discuss, the Regular Meeting was adjourned around 8:44 p.m. on motion made by Timothy J. Corprew, seconded by James W. Ward.

Wallace E. Nelson, Chairman

Clerk to the Board

WORK SESSION
March 18, 2024
7:00 p.m.

The Perquimans County Board of Commissioners Work Session on March 18, 2024 was cancelled.

REGULAR METING
April 1, 2024
7:00 p.m.

The Perquimans County Board of Commissioners met in a regular meeting on Monday, April 1, 2024, 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 Charles Woodard, Vice Chairman
Timothy J. Corprew Joseph W. Hoffler
James W. Ward

MEMBERS ABSENT: T. Kyle Jones

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

Chairman Nelson called the meeting to order. Commissioner Hoffler gave the invocation and Chairman Nelson led the Pledge of Allegiance. Chairman Nelson welcomed everyone to the meeting.

AGENDA

Chairman Nelson stated that a copy of the amended Agenda was at their seats tonight. Charles Woodard made a motion to approve the amended Agenda as presented. The motion was seconded by James W. Ward 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, James W. Ward made a motion to approve the Consent Agenda as presented. The motion was seconded by Joseph W. Hoffler and unanimously approved by the Board.

- Approval of Minutes:** The Minutes of the March 4, 2024 Regular Meeting & March 18, 2024 Work Session (*cancelled*) were approved by the Board.
- Tax Refund & Release Approvals:**

Tax Refunds (Perquimans County):

R & S Logging Inc.-----\$799.47
 Vehicle sold; 11-month refund. Account No. 35604080.

White, Andy Clark-----\$135.04
 Vehicle sold; 10-month refund. Account No. 75460247.

Tax Releases (Perquimans County):

Gone to Get It, INC.----- \$1,173.00
 Business has moved to Virginia in 2018. This IRPTK is now located in Virginia. Account No. 420713. Year: 2022.

Gone to Get It, INC.----- \$1,012.54
 Business has moved to Virginia in 2018. This IRPTK is now located in Virginia. Account No. 420713. Year: 2021.

Gone to Get It, INC.-----\$757.71
 Business has moved to Virginia in 2018. This IRPTK is now located in Virginia. Account No. 420713. Year: 2020.

Gone to Get It, INC.-----\$604.92
 Business has moved to Virginia in 2018. This IRPTK is now located in Virginia. Account No. 420713. Year: 2019.

- Personnel Matters:** The following personnel matters were approved by the Board:

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Teresa Valentine	Data Manager / CAL Assistant	Appointment	60/6	\$34,952	04/01/2024
Samantha Farrar	Income Maintenance III	Resignation			04/04/2024
Isaia Collier	Deputy	Resignation			03/23/2024
Ken'eric Bell	Social Worker IA&T	Leave without Pay	2 weeks		04/01/2024
Payroll Changes in Telecommunications' Department for Consolidation of Gates 911 Center:					
Jonathan Nixon	Emergency Services Director	Reclassification	79/16	\$102,956	03/01/2024
Julie Solesbee	Assistant Emergency Services Director	Reclassification	75/7	\$69,294	03/01/2024
Andrea Stoner	911 Operations Manager	Reclassification	72/8	\$62,239	03/01/2024
NaKindra Downing	911 QA Coordinator	Reclassification	70/4	\$54,280	03/01/2024
Keely Cartwright	Full-Time Telecommunicator III	Reclassification	68/7	\$50,918	04/01/2024
Anna Johnson	Full-Time Telecommunicator III	Reclassification	68/5	\$48,494	04/01/2024
Brandon Melton	Full-Time Telecommunicator III	Reclassification	68/5	\$48,494	04/01/2024
Fantasia Saunders	Full-Time Telecommunicator III	Reclassification	68/4	\$47,340	04/01/2024
Keely Cartwright	Full-Time Telecommunicator II	Reclassification	66/6	\$45,518	03/01/2024
Sue Ann Cestaro	Full-Time Telecommunicator II	Reclassification	66/6	\$45,518	03/01/2024
Brandon Melton	Full-Time Telecommunicator II	Reclassification	66/5	\$44,408	03/01/2024
Crystal Wright	Full-Time Telecommunicator II	Reclassification	66/11	\$51,406	03/01/2024
Fantasia Saunders	Full-Time Telecommunicator II	Reclassification	66/4	\$43,350	03/01/2024
Camry Harris	Full-Time Telecommunicator I	Reclassification	64/1	\$36,844	03/01/2024
Allen Foy	Full-Time Telecommunicator I	Reclassification	64/1	\$36,884	03/01/2024
Charity Geho	Full-Time Telecommunicator I	Reclassification	64/2	\$37,805	03/01/2024
Alyssa Ratcliff	Full-Time Telecommunicator I	Reclassification	64/1	\$36,884	03/01/2024
Morgan Story	Full-Time Telecommunicator I	Reclassification	64/1	\$36,884	03/01/2024
Reagan Charlton	Full-Time Non-Certified Telecommunicator	Reclassification	60/1	\$30,930	03/01/2024
Tyanna Green	Full-Time Non-Certified Telecommunicator	Reclassification	60/1	\$30,930	03/01/2024
Zeb Daneker	Part-Time Certified Telecommunicator II	Reclassification	66/9	\$23.54/hr.	03/01/2024
Kylie Felton	Part-Time/Fill-In Certified Telecommunicator I	Reclassification	66/13	\$25.95/hr.	03/01/2024
Emily Harrell	Part-Time/Fill-In Certified Telecommunicator I	Reclassification	66/10	\$24.13/hr.	03/01/2024
Anna Johnson	Part-Time/Fill-In Certified Telecommunicator I	Reclassification	66/5	\$21.35/hr.	03/01/2024
Iasia Collier	Part-Time/Fill-In Certified Telecommunicator I	Reclassification	64/1	\$17.73/hr.	03/01/2024
Melissa Hand	Part-Time/Fill-In Certified Telecommunicator I	Reclassification	64/11	\$22.63/hr.	03/01/2024
Logan Hogge	Part-Time/Fill-In Certified Telecommunicator I	Reclassification	64/3	\$18.62/hr.	03/01/2024
William Ward	Part-Time/Fill-In Certified Telecommunicator I	Reclassification	64/4	\$19.08/hr.	03/01/2024
Claire Haislop	Part-Time/Fill-In Non-Certified Telecommunicator I	Reclassification	64/4	\$14.87/hr.	03/01/2024
Courtney Langley	Part-Time/Fill-In Certified Telecommunicator I	Reclassification	60/1	\$14.87/hr.	03/01/2024
Ashley Rison	Part-Time/Fill-In Certified Telecommunicator I	Reclassification	60/1	\$14.87/hr.	03/01/2024

- Step/Merit Increases:**

Employee Name	Employee Job Title	Grade/Step	New Salary	Effective Date
Elena Howell	Processing Assistant V	61/4	\$34,787	04/01/2024
Belinda Owens	Social Worker III	69/3	\$48,264	04/01/2024
Morgan Lilly	Full-Time AEMT	66/2	\$41,286	04/01/2024
William "Rob" Mitchell	Full-Time Paramedic	68/3	\$46,184	04/01/2024
Robert "Martin" Watkins	Shift Supervisor	70/4	\$50,434	04/01/2024

- Board Appointments/Reappointments/Resignations:** The following board appointments/reappointments/resignations were approved by the Board:

Name	Board/Committee	Action Taken	Term	Effective Date
McDonald, Valery	Recreation Advisory Board – Town of Winfall	Resignation		03/06/2024
Cunningham, Cynthia	Recreation Advisory Board – Town of Winfall	Appointment	*	04/01/2024
Woodard, Charles	Agricultural Advisory Board – Commissioner	Reappointment	3 yrs.	02/01/2024
White, Preston	Tourism Development Authority – Winfall Rep.	Reappointment	3 yrs.	04/01/2024
Gregory, Beverly	HCCBG Committee	Resignation		04/01/2024
Sawyer, LuRee	HCCBG Committee	Appointment	unlimited	04/01/2024
Winslow, Edward	Agricultural Advisory Board - Farm Bureau	Reappointment	3 yrs.	05/01/2024

Name	Board/Committee	Action Taken	Term	Effective Date
Nixon, Nick	Agricultural Advisory Board - Hertford	Reappointment	3 yrs.	05/01/2024
White, Mary	Tourism Development Authority – Industrial Rep	Reappointment	2 yrs.	05/01/2024
<i>*to complete Valery McDonald's term which expires 6/30/2025</i>				

6. **Miscellaneous Documents:** The following miscellaneous documents were approved by the Board:

- a. **Resolution to Sell Vehicle on GovDeals:** The Board unanimously approved the following resolution to sell a vehicle on GovDeals:

**RESOLUTION AUTHORIZING SALE
OF CERTAIN SURPLUS COUNTY PROPERTY**

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

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

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

Model Year	Make	Model	VIN
2016	Dodge	Charger	2C3CDXAT0GH228691

- 2. The County Manager is hereby authorized and directed to proceed on behalf of the Perquimans County Board of Commissioners to sell these vehicles on GovDeals.

- 3. The County reserves the right to reject any or all bids and decide not to sell the vehicles at any time during this process.

- 4. The County Manager, in accordance with State law, shall cause a summary of this resolution to be posted on bulletin board at Courthouse and place it on the County’s website and Facebook page. After not less than ten (10) days from the date of publication, the County Manager is authorized to sell the above-described property to the highest bidder.

Adopted this the 1st day of April, 2024.

Wallace E. Nelson, Chairman
Perquimans County Board of Commissioners

ATTEST:

SEAL

Mary P. Hunnicutt, Clerk to the Board

- b. **USDA Lease Amendment Documentation:** The Board approved Lease Amendment No. 7 for USDA to continue to lease a portion of office space in the Albemarle Commission Building at an annual rate of \$32,720.50 payable at the rate of \$2,726.71 per month effective October 1, 2023 (\$15.50 per square foot for 2,111 rentable square feet of office space). This lease extension will be for a period from January 1, 2023 through December 31, 2027.
- c. **GASB 73 Reporting for Special Separation Allowance:** The Board approved the 2024 Memorandum of Participation for Separation Allowance Benefit with Cavanaugh Macdonald Consulting to complete the GASB 73 Report. The base fee for all Units will be \$550 per local unit plus \$3.95 per covered employees and retiree.
- d. **Sheriff’s Request to Surplus Unused & Seized Weapons to be Sold to Firearms Dealer:** Sheriff White has requested to surplus the following listed unused & seized weapons to be sold for the fair market value or traded in to the firearms dealer that they use for purchasing their weapons.

Glock 27 40 Cal: WUM549, WUM548, WUM547, WUM540, WUM541, WUM545, WUM546	Mossberg 380 22 rifle: M46198
Glock 23 40 Cal: XKH845, XKH839, WPY880	Beistegi Bros. 38 Long Revolver: 34525
Glock 42 380 Cal: AATP406	The Regent 22 Cal Revolver: R25064
Springfield 1911 45 Cal: NM653537, NM656717	Remington 870 12 Ga: V417639V
Smith & Wesson M&P Shield 9mm: HMF6424, HMF6430, HMF7636	Sears Roebuck / JC Higgins 103.350 12 Ga: R249
Smith & Wesson M&P Shield 380 Cal: REE7255	Marlin 989 22 Rifle: 69368194
Smith & Wesson M&P 22 Cal Rifle: LAV3228	Stevens 311A Double Barrel: No Serial #
Ruger 10-22 Rifle: 126-91920	Topper 158 Single Shot 20 Ga: AF731
Marlin 60 22 Cal Rifle: 16406889	F&N forty-nine 40 Cal: 517NN01406
Springfield 87A 22 Cal Rifle: No Serial #	Bryco 380 Auto: 1267703
M1 Carbine 30 Cal: 5814146	Hi Point C9 9mm: P10089653
High-Point Rifle 4595 45 cal rifle: R104725	Lakefield 93M 22 Rifle: 907126
AMT 380 Cal: DA2256	Spikes Tactical ST15: DTOM-05417

- e. **Resolution By Governing Body of Applicant for Water Treatment Plant Discharge Relocations & Water Distribution System Improvements:** This Resolution is for application to construct, plan for, conduct a study in a project described as Water Plant Discharge Relocations (Bethel WTP & Winfall WTP) & Water Distribution System Improvements.

RESOLUTION BY GOVERNING BODY OF APPLICANT

WHEREAS, Perquimans County has need for and intends to construct, plan for, or conduct a study in a project described as Water Treatment Plant Discharge Relocations (Bethel WTP & Winfall WTP) & Water Distribution System Improvements and

WHEREAS, Perquimans County intends to request State loan and/or grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY BOARD OF COMMISSIONERS OF PERQUIMANS COUNTY:

That Perquimans County, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of Perquimans County to make a scheduled repayment of the loan, to withhold from Perquimans County any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That Frank Heath, County Manager the **Authorized Representative** and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

That the **Authorized Representative**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, ordinances, and funding conditions applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 1st day of April, 2024 at Perquimans County, North Carolina.

Wallace E. Nelson, Chairman
Perquimans County Board of Commissioners

ATTEST:

Mary P. Hunnicutt, Clerk to the Board

INTRODUCTION OF NEW EMPLOYEES & RECOGNITION OF RETIREES

A. Introduction of New Employees:

1. **Angela Jordan, Social Services Director:** Ms. Jordan introduced the following new full-time employee:

Employee Name	Department	Employee Job Title
Michelle Cassell	Income Maintenance Technician	03/01/2024

2. **Frank Heath, County Manager:** Mr. Heath introduced the following employee who was recently promoted:

Employee Name	Employee Job Title	Effective Date
LuRee Sawyer	Center for Active Living Coordinator	04/01/2024

After the introductions, the employees made a few comments, and the Chairman and Commissioners welcomed the new employee and the promoted employee to Perquimans County.

B. Recognition of Retirees:

After Mr. Heath introduced LuRee Sawyer, he recognized Beverly Gregory for her retirement effective April 1, 2024 and showed a picture of her receiving her plaque. Ms. Gregory was present tonight and made a few comments. Mr. Heath also showed a picture of Virgil Parrish receiving his plaque for his retirement effective April 1, 2024.

BILL JENNINGS, TAX ADMINISTRATOR

Mr. Jennings updated the Board on the County’s collection rate through March, 2024 which was .96328. In addition, Mr. Jennings informed the Board that the revaluation notices should be mailed out at the end of this week.

ALBEMARLE REGIONAL HEALTH SERVICES – PERQUIMANS COUNTY TOBACCO POLICY WORK

Gabrielle Corprew, Public Health Education Specialist, explained that she along with Wanda Stallings, Teresa Beardsley and three current high school students have been working to create a presentation to share with the Commissioners that informs and reflects on the current tobacco policies present within the County. Their goal was for the students to share health concerns associated with tobacco use and identify how revisiting our current policies would aid in the reduction of tobacco use throughout the County. She explained that the three high school students, Coley Drew, Crishya Sellers, and Kenley Stallings, were supposed to be here to present their findings but, due to their involvement in school sports, they were not able to make the meeting. However, they had a PowerPoint presentation that included video clips from each student informing the Board of their findings. After their report, the Board discussed the County’s current policy and Mr. Heath stated that our No Smoking Policy was just amended to include the use of e-cigarettes. He will forward a copy of that to Ms. Corprew. Ms. Corprew thanked the Board for allowing them to make this presentation and Chairman Nelson thanked them for sharing the presentation.

BOBBIE LOWE, TRILLIUM HEALTH SERVICES

Ms. Lowe presented Trillium’s annual report for FY 2022-2023. She also shared information on their upcoming projects.

JONATHAN NIXON, EMERGENCY SERVICES DIRECTOR

Mr. Nixon explained that last month, he discussed the Communications Tower Project. He had received proposals from three of the four vendors. It was the recommendation of the Emergency Medical staff to use Sourcewell. What Mr. Nixon is requesting tonight is to authorize County Manager Heath to sign the contract with Sourcewell after approval from County Attorney High. On motion made by Charles Woodard, seconded by Timothy J. Corprew, the Board unanimously authorized County Manager Heath to sign the contract with Sourcewell after approval from County Attorney High. Chairman Nelson asked Mr. Nixon for an update on the Gates County 911 Center consolidation. Mr. Nixon said that things were going smoothly and that they will be nearing the end of Phase I by the end of this month.

COMMISSIONER’S CONCERNS/COMMITTEE REPORTS

The following Commissioners’ concerns/committee reports were given:

- **Commissioner Corprew:** Mr. Corprew asked where we stand on the joint ABC Board with the Town of Hertford. County Attorney High said that a resolution to the Board of Elections will need to be done by May or June in order to get it added to the November election ballot. Mr. Corprew also asked if the Board could obtain a copy of a drawing of the finished marine park basin from S. J. Hamill Construction so we will have an idea of how it will look when it is finished. Mr. Heath said that he could obtain that for the Board.

BOARD VACANCIES

Currently, we have the following Board vacancies:

1. **Community Advisory Committee:** Mary Hunnicutt, Clerk to the Board, reported that there have been no new applications for this Board. We still need three more members. The Chairman instructed her to keep the advertisement on the website and encouraged the Board members to see if they can find someone to serve. If so, have them contact Ms. Hunnicutt for an application.
2. **Senior Tar Heel Legislature Delegate & Alternate:** Ms. Hunnicutt reported that we had received an application and recommendation from Jasmine Wilson, Albemarle Commission, to appoint Mr. Thomas St. John to the Perquimans County’s Senior Tarheel Delegate. On motion made by Timothy J. Corprew, seconded by James W. Ward, the Board unanimously appointed Mr. St. John as Perquimans County’s delegate to the Senior Tarheel Legislative Committee. We still need an alternate to this Board. We will keep the advertisement on the website and encouraged the Board members to see if they can find someone to serve. If so, please have them contact Ms. Hunnicutt for an application.

UPDATES FROM COUNTY MANAGER

County Manager Heath presented the following updates:

➤ **Upcoming Meetings & Retreat:** Mr. Heath reminded the Board of the following upcoming meetings:

- April 8, 2024 – Joint Work Session with Board of Education – 6:30 p.m. at Board of Education Building
- April 15, 2024 – Board Retreat – 9:00 a.m. – 3:00 p.m. at Emergency Services Conference Room
- April 24 & 25, 2024 – Budget Work Session – Department Budget Presentations – 5:00 – Emergency Services Building Auditorium
- April 3, 2024 – Senator Ted Budd will be here to see the Marine Park Basin. Mr. Heath will notify the Board members of the time.

INTERGOVERNMENTAL AGREEMENT BETWEEN PERQUIMANS COUNTY BOARD OF EDUCATION & PERQUIMANS COUNTY

County Manager Heath explained that, last month, he explained that we were working on an Intergovernmental Agreement between Perquimans County Board of Education and Perquimans County to turn the Hertford Grammar School Property and the Middle School Property over to the County once the new intermediate school is completed. On motion made by Charles Woodard, seconded by James W. Ward, the Board unanimously approved the following Intergovernmental Agreement:

INTERGOVERNMENTAL AGREEMENT BETWEEN THE PERQUIMANS COUNTY BOARD OF EDUCATION AND PERQUIMANS COUNTY

THIS AGREEMENT ("Agreement") is made and entered into this ____ day of _____, 2024 between the Perquimans County Board of Education, a board of education organized and existing pursuant to N.C. Gen. Stat. §115C et seq. ("School System"), and the Perquimans County Board of Commissioners, a political subdivision of the State of North Carolina ("County"), regarding the exchange of the School System's real property for the County's commitment to build a new consolidated Intermediate School. (County and School System may be referred to collectively herein as the "Parties.")

WITNESSETH:

WHEREAS, the Perquimans County Board of Education has voted to consolidate Hertford Grammar School and Perquimans Middle School into a New Intermediate School for grades 3-8;

WHEREAS, the School System has determined it has a need for a new school facility (hereinafter "the new school facility") for the New Intermediate School;

WHEREAS, the School System has requested that the County finance the construction of the new school facility for the New Intermediate School in accordance with N.C. Gen. Stat. 153A-158.1(b);

WHEREAS, the School System plans to close Hertford Grammar School and Perquimans Middle School upon completion and occupancy of the New Intermediate School;

WHEREAS, the School System has determined that after the opening of the New Intermediate School, the Hertford Grammar School and Perquimans Middle School properties will no longer be necessary for public school purposes and that title to said property should be conveyed to the County;

WHEREAS, pursuant to N.C. Gen. Stat. 115C-518(a), the School System must provide the Perquimans County Board of Commissioners the first opportunity to attain real property owned by the School System before it may dispose of it;

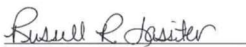
WHEREAS, the County has determined to exercise its right to attain the real property.

NOW, THEREFORE, in consideration of the foregoing and on mutual promises and obligations set forth herein, the receipt and sufficiency of which is hereby acknowledged, the County and School System agree as follows:


1. **COUNTY RESPONSIBILITIES**
 - a. The County agrees to, in consultation with the School System, finance the construction of a new school facility on land currently owned by the County for use as a New Intermediate School.
 - b. Upon completion of the new school facility, the County shall lease the new school facility to the School System for reasonable consideration for use as the New Intermediate School.
2. **SCHOOL SYSTEM RESPONSIBILITIES**
 - a. In recognition of the County's agreement to finance the construction of the New Intermediate School and in order to offset a portion of the cost incurred by the County in constructing the school, the School System agrees to transfer to the County title to Hertford Grammar School and Perquimans Middle School, located at 603 Dobbs St., Hertford, NC 27944 and 312 W Main St, Winfall, NC 27944, respectively, subject to the County's right to perform any due diligence with regard to the suitability and acceptability of the properties for the County's intended purposes. The School System agrees to transfer title of the two properties referenced above within three (3) months of occupancy of the New Intermediate School, provided that the County will be responsible for all the routine costs associated with the title transfer and closing.
3. **TERM AND TERMINATION**
 - a. This Agreement shall commence on the date of the last signature below.
 - b. This Agreement may be amended only upon written agreement duly executed by the Parties.
 - c. This Agreement may be terminated by the Parties hereto only upon mutual written agreement.
4. **NOTICE**
Any notice hereunder or any amendment or termination of this Agreement shall be in writing and delivered by United States Mail to the following:

To the School System:	To the County:
Perquimans County Schools Attention Superintendent 411 Edenton Road Street Hertford, NC 27944	Perquimans County Attention County Manager 128 N. Church Street Hertford, NC 27944
5. **NORTH CAROLINA LAW**
North Carolina law will govern the interpretation and construction of this agreement.
6. **ASSIGNMENT**
The County shall not assign or otherwise transfer any interest in this agreement without the prior written approval of the School System.
7. **ENTIRE AGREEMENT**

This Agreement constitutes the entire agreement of the Parties hereto and is effective the date of the last signature below. This agreement supersedes all prior and contemporaneous discussions, promises, representations, agreements and understandings relative to the subject matter of this agreement.
In witness whereof, the Parties, by and through their authorized agents, have hereunder set their hands and seals.



Russell Lassiter, Chairman
Perquimans County Board of Education



Wallace Nelson, Chairman
Perquimans County Board of Commissioners

APPOINTMENT OF ADDITIONAL MEMBER FROM PERQUIMANS COUNTY TO COA BOARD OF TRUSTEES

Chairman Nelson explained that, after a meeting with President Bagwell and the COA Board of Trustees, Chairman W. David Harris forwarded a letter to Mr. Heath and Chairman Nelson requesting that the Board appoint a new member to their Board of Trustees in July 2024. Currently, Wallace Nelson is serving his 4-year term which is due to expire on June 30, 2024. Chairman Nelson has talked with Dr. Tanya Turner, Superintendent of Perquimans County Schools, to see if she was interested in serving on the COA Board. Dr. Turner said that she would be interested. Therefore, Timothy J. Corprew made a motion to appoint Dr. Tanya Turner to the COA Board of Trustees for a four-year term effective July 1, 2024. The motion was seconded by Joseph W. Hoffler and unanimously approved by the Board.

ALBEMARLE RESOURCE CONSERVATION & DEVELOPMENT COUNCIL APPOINTMENTS

Chairman Nelson asked Mary Hunnicutt to explain these appointments. Ms. Hunnicutt explained that it was time to reappoint Lynn Mathis to the Albemarle RC&D Council. As usual, Ms. Hunnicutt contacted Albemarle RC&D to determine if Ms. Mathis was still eligible to serve and if she would still be willing to serve. Ms. Hunnicutt was informed that the Albemarle RC&D Council was changing the makeup of the Council in that each county would have only one representative to serve. They also informed Ms. Hunnicutt that we currently have two members serving – Charles Mathews and Lynn Mathis. Per the e-mail that Ms. Hunnicutt received from Albemarle RC&C, Ms. Mathis' attendance has not been in good standing for the past two calendar years but Mr. Mathews had attended regularly. The question that arose was who appointed Charles Mathews to the Albemarle RC&D Council since he did not appear on our Board listing as an appointment. It seems like Perquimans County Soil & Water Conservation Board appointed him. There is some confusion in that the Board did not want to appoint Mr. Mathews and cause Perquimans County Soil & Water Conservation Board to lose their member on the Board. The Board asked Ms. Hunnicutt to try to obtain clarification about the appointment process for their

representation. The matter was tabled until next month after Ms. Hunnicutt clarifies the appointment process.

BUDGET AMENDMENT NO. 29 – SOCIAL SERVICES

County Manager Heath explained that this Budget Amendment was presented after the Agenda Packets had been distributed. On motion made by Timothy J. Corprew, seconded by Charles Woodard, the Board unanimously approved the following Budget Amendment No. 29:

**BUDGET AMENDMENT NO. 29
GENERAL FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-000	State Grants - Social Services	2,159	
10-610-338	DSS - APS Essential Services	2,159	
EXPLANATION: To amend FY 23/24 budget to include additional funding as awarded for APS Essential Services by the State.			

SALE OF SURPLUS VEHICLE

County Manager Heath reported that the Board adopted a resolution in October, 2023 proclaiming the following vehicle as surplus equipment and to proceed to sell it on GovDeals. The bid period for the following surplus items with GovDeals closed today at 11:00 a.m. On motion made by James W. Ward, seconded by Charles Woodard, the Board approved the following sale of the surplus vehicle:

BUYER	ITEM	DATE SURPLUSED	START BID	SOLD AMOUNT
William Edward Lane	2004 Ford Ranger, VIN #1FTYR14U54PA00178	10/2/2023	\$500	\$1,181.25

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

There being no further comments or business to discuss, the Regular Meeting was adjourned around 8:00 p.m. on motion made by James W. Ward, seconded by Charles Woodard.

Wallace E. Nelson, Chairman

Clerk to the Board
