

SPECIAL CALLED MEETING MINUTES

June 16, 2025

7:00 p.m.

The Perquimans County Board of Commissioners met in a SPECIAL CALLED MEETING on Monday, June 16, 2025, at 7:00 p.m. in the Perquimans County Library located at 514 S. Church Street, Hertford, NC 27944.

MEMBERS PRESENT: Wallace E. Nelson, Chairman Charles Woodard, Vice Chairman
Joseph W. Hoffer James W. Ward
Kathryn M. Treiber Timothy J. Corprew

MEMBERS ABSENT: None

OTHERS PRESENT: Hackney High, County Attorney Brandon Shoaf, Assistant County Manager
Frank Heath, County Manager Rebecca T. Corprew, Clerk to the Board

Chairman Nelson called the meeting to order. Kathryn M. Treiber gave the invocation, and the Chairman led the Pledge of Allegiance. Chairman Nelson explained that the purpose of this Special Called Meeting was to hold a Public Hearing on the proposed FY2025-2026 Budget.

PUBLIC HEARING – FY 2025-2026 BUDGET

Chairman Nelson opened the Public Hearing stating that the purpose of the public hearing was to receive public comments on the proposed FY 2025-2026 Budget. There were seven (7) people present. County Manager Heath stated that he presented the Budget Message at the June 2, 2025 meeting and that there were no changes. No one signed up on the sign in sheet for public comments. There being no individuals signed up, Chairman Nelson closed the public hearing at 7:02 p.m.

AGENDA

On motion made by Timothy J. Corprew, seconded by James W. Ward, the Board unanimously approved the Agenda.

PERSONNEL MATTERS

The following personnel matters were approved by the Board, on motion made by James W. Ward and seconded by Kathryn M. Treiber:

Employee Name	Employee Job Title	Action Required	Grade/ Step	New Salary	Effective Date
Nikia Davenport	Social Worker III	Resignation			06/25/2025
Brandy Haislip	Income Maintenance Caseworker II	Leave without Pay	4.5 hrs.		05/05/2025

FY 2024-2025 YEAR-END BUDGET AMENDMENTS

Chairman Nelson explained that these budget amendments are to sure up the FY 2024-2025 budget and recognized Mr. Heath for more information. Mr. Heath recognized Tracy Mathews, Finance Officer who presented the Budget Amendment Numbers 38 through 43. Mr. Nelson asked if there were any questions or comments. There being none, James W. Ward made a motion to approve the following Year-End amendments. The motion was seconded by Charles Woodard and unanimously approved by the Board.

**BUDGET AMENDMENT NO. 38
GENERAL FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-345-000	LOCAL OPTION 1% SALES TAX	14,700	
10-410-030	GOV BODY - SALARIES	3,500	
10-410-050	GOV BODY - FICA	200	
10-410-140	GOV BODY - TRAVEL/TRAINING	8,000	
10-410-260	GOV BODY - ADVERTISING	3,000	
10-345-000	LOCAL OPTION 1% SALES TAX	69,000	
10-420-040	CO MGR - PROFESSIONAL SERVICES	66,500	
10-420-110	CO MGR - TRAVEL/TRAINING	2,500	
10-430-032	BOE - PT SALARIES		6,984
10-430-030	BOE - PT SALARIES *	6,984	
10-301-001	AD VALOREM TAXES - CURRENT YEAR	2,000	
10-450-281	TAX REFUNDS	2,000	
10-348-026	DRAINAGE FEES - TAX DEPT	2,500	
10-450-434	DRAINAGE FEES	2,500	
10-348-029	MANAGEMENT ENTITY FEES	2,500	
10-450-448	MANAGEMENT ENTITY FEES	2,500	
10-301-011	DMV TAXES - CURRENT YEAR	25,000	
10-470-040	LEGAL - PROFESSIONAL SERVICES	25,000	
10-356-000	REGISTER OF DEEDS FEES	75,400	
10-480-451	ROD - DOMESTIC VIOLENCE	400	
10-480-452	ROD - CONVEYANCE TAX	75,000	
10-301-011	DMV TAXES - CURRENT YEAR	21,000	
10-345-002	LOCAL OPTION B SALES TAX	14,600	
10-500-130	BLDG - UTILITIES	21,000	
10-500-540	BLDG - INSURANCE/BONDS	14,600	
10-345-008	MEDICAID HOLD HARMLESS	101,000	
10-348-008	SRO - SHERIFF	44,000	
10-510-020	SHERIFF - SALARIES	145,000	
10-351-000	OFFICER FEES	2,500	
10-510-431	SHERIFF CONCEALED PERMITS	2,500	
10-360-000	AMBULANCE FEES	100,000	
10-511-020	DISPATCH - FT SALARIES	75,000	
10-511-110	DISPATCH - TELEPHONE/POSTAGE	25,000	
10-348-018	EM - EOC	9,796	
10-530-020	EM - SALARIES	2,500	
10-530-212	EM - JOPPA TOWER RENT	7,296	
10-360-000	AMBULANCE FEES	58,000	
10-592-030	EMS - PT SALARIES	50,000	
10-592-110	EMS - TELEPHONE/POSTAGE	8,000	
10-360-000	AMBULANCE FEES	6,000	
10-600-040	PROFESSIONAL SERVICES - ME	6,000	
10-348-009	NUT SITE - SENIOR PROGRAMS	421	
10-348-032	SENIOR PROGRAMS - GRANTS	390	
10-660-311	CAL - DONATIONS/GRANTS	411	
10-660-315	SENIOR GAMES	400	
10-345-001	LOCAL OPTION TAX 1/2% A	20,000	
10-682-740	SCHOOL - CAPITAL (30% OF 1/2%)	20,000	
10-345-002	LOCAL OPTION SALES TAX B	6,000	

**BUDGET AMENDMENT NO. 38
GENERAL FUND (CONT'D)**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-015	WHITE GOODS	2,000	
10-348-016	SCRAP TIRE	10,000	
10-690-933	HEALTH DEPT T/ST/WG	18,000	
10-347-000	ABC BOTTLE REVENUE	1,000	
10-690-935	COST SHARE PROGRAM	1,000	
10-345-008	MEDICAID HOLD HARMLESS	6,000	
10-690-935	COST SHARE PROGRAM	6,000	
10-345-008	MEDICAID HOLD HARMLESS	13,000	
10-690-994	TRI CO ANIMAL SHELTER	13,000	
EXPLANATION: General Funds Year End Budget Amendment for FY24/25 to cover expenses.			

**BUDGET AMENDMENT NO. 39
WATER FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
35-373-000	WATER - TAPS/CONNECTIONS	6,000	
35-720-020	WATER - SALARIES	6,000	
EXPLANATION: Water Funds Year End Budget Amendment for FY24/25 to cover expenses.			

**BUDGET AMENDMENT NO. 40
SOLID WASTE FEE**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
38-301-000	LANDFILL FEE - BUDGET YEAR	40,000	
38-750-280	SW FEE REFUNDS	14,000	
38-750-913	HEALTH DEPT LANDFILL	26,000	
EXPLANATION: Solid Waste Fund Year End Budget Amendment for FY24-25 to cover expenses			

**BUDGET AMENDMENT NO. 41
ECONOMIC DEVELOPMENT**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
40-660-712	CAPITAL OUTLAY - IMPROVEMENTS		12,500
40-660-110	ECONOMIC DEVELOPMENT/TELEPHONE	300	
40-660-040	ECONOMIC DEVELOPMENT/PRO SERV	12,200	
EXPLANATION: Economic Development Year End Budget Amendment for FY24-25 to cover expenses.			

**BUDGET AMENDMENT NO. 42
TOURISM DEVELOPMENT**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
45-329-000	TDA - INTEREST	2,000	
45-385-000	TDA - OCCUPANCY TAX	6,420	
45-682-020	TDA - SALARIES	8,420	
EXPLANATION: Tourism Development Authority Year End Budget Amendment for FY24-25 to cover expense			

**BUDGET AMENDMENT NO. 43
SCHOOL CONSTRUCTION**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
65-348-001	STATE SCHOOL FUNDS LOTTERY	55,371	
65-500-740	SCHOOL CAPITAL OUTLAY	55,371	
EXPLANATION: School Construction Fund Year End Budget Amendment for FY24-25 to cover expenses.			

COMMISSIONERS CONCERNS AND COMMENTS

Joseph W. Hoffler: At the June 2, 2025 regular meeting, Mr. Hoffler addressed the Board about the Juneteenth celebration and a possible financial contribution from the County. The request was tabled for the June 16, 2025 meeting to allow Mr. Hoffler to discuss this request with the Commissioners individually at the direction of County Attorney High. Each of the Commissioners was given the opportunity to express their thoughts and concerns regarding the financial contribution. All Commissioners explained to Mr. Hoffler why they would be voting no to this request. Chairman Nelson called for a vote on the financial request for \$2,000.00. The request was denied on a vote of five (5) to one (1), with Joseph W. Hoffler voting in approval of the request.

CLOSED SESSION: TO CONSULT WITH ATTORNEY REGARDING A LEGAL MATTER AND TO DISCUSS THE ACQUISITION OF REAL PROPERTY AND TO APPROVE CLOSED SESSION MINUTES

Chairman Nelson stated that, pursuant to NC General Statue § 143-318-11(3) and § 143-318-11(5), the Board went into Closed Session to consult with attorney regarding a legal matter, to discuss acquisition of real property, and to approve Closed Session Minutes. On motion made by James W. Ward, seconded by Charles Woodard, and unanimously approved by the Board, the Board went into Closed Session.

The Closed Session was adjourned, and the Special Called Meeting reconvened on motion made by Charles Woodard and seconded by James W. Ward and unanimously approved by the Board.

No action was required from the Closed Session.

SPECIAL CALLED MEETING ADJOURNMENT

Chairman Nelson asked if there were any further comments or business to discuss. There being none, the Special Called Meeting was adjourned at 8:10 p.m. on motion made by James W. Ward, seconded by Joseph W. Hoffler, and unanimously approved by the Board.

Clerk to the Board

Wallace E. Nelson, Chairman

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ATTACHMENT A

PERQUIMANS COUNTY		
BUDGET ORDINANCE		
FY 2025-2026		
BE IT ORDAINED THIS 16th DAY OF JUNE, 2025, BY THE BOARD OF COMMISSIONERS OF PERQUIMANS COUNTY, NORTH CAROLINA:		
I. GENERAL FUND		
Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the General Fund for the operation of the County Government and its activities for the fiscal year beginning July 1, 2025, and ending June 30, 2026, in accordance with the chart of account heretofore established of this County:		
Governing Body	\$	74,445
County Manager/Finance/Planning		1,061,001
Elections		253,733
Tax Department		589,566
Legal		38,000
Register of Deeds		367,167
Public Buildings		933,889
Sheriff		2,871,435
Communications		1,629,090
Jury Commission		3,325
Fire Departments/Emergency Management		906,362
Medical Examiner		6,000
Inspections		313,295
Emergency Medical Services		2,867,047
Natural Resource Conservation Service		82,005
Extension Services		172,879
Veterans Services		31,786
Social Services		3,290,126
Schools - Current Expense		3,600,000
Schools - Capital Outlay		625,000
Schools - Debt Service		1,306,358
Recreation		396,494
Special Appropriations		2,572,884
Center for Active Living		307,880
Library Debt Service		269,342
Debt Service Lease Payments		125,000
TOTAL GENERAL FUND	\$	24,694,109
Section 2: REVENUES - It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026; with a revenue neutral tax rate of 52¢ per hundred:		
Ad Valorem Taxes:		
Budget Year	\$	10,976,812
Prior Years and Penalties		436,000
Interest and Advertisement		220,000
Other Taxes & Licenses:		
Wine & Beer License	\$	500
Local Option Sales Tax 1%		950,000
Local Option Sales Tax 1/2%A		1,300,000
Local Option Sales Tax 1/2%B		650,000
Local Option Sales Tax Rural		635,000
Unrestricted Intergovernmental:		
Tax Collections - Municipalities	\$	27,500
ABC Bottle Revenue		4,600
Beer & Wine		42,000
Utility Franchise Distribution		10,000
Medicaid Hold Harmless		424,406

BUDGET ORDINANCE		
FY 2025-2026		
Restricted Intergovernmental:		
State Grants:		
RACE-CAR Trial	\$	5,600
Social Services		1,950,000
Soil Conservation - Operating		3,600
Soil Conservation - Technician		20,000
Management Entity Funds		6,000
OJJ		77,485
Register of Deeds - A.E. & P.F.		19,590
Health Department - T/ST/WG		26,000
School Resource Officer - Board of Education		120,000
Senior Programs		3,755
Electronic Recycling Fees		1,000
Drainage Fees		12,000
DWI - DMV License Revocation		500
Nutrition Site Manager - Albemarle Commission		12,000
Floodplain Mapping - Register of Deeds		6,000
Register of Deeds - Dept. of Cultural Resources		2,500
Register of Deeds - State General Fund		2,050
Duke Endowment		88,000
EM Grant		35,125
Veterans Program		2,272
Sheriff - Grants		102,793
Sheriff - NRA Grant		22,171
Dispatch - Cybersecurity Risk Initiative		71,778
Permits & Fees:		
Building Permits	\$	200,000
Register of Deeds		220,000
Recreation Fees		25,000
Ambulance Fees		1,250,000
Sales & Services:		
Senior Center Donations		500
Officer-Sheriff Fees		52,500
Jail Fees		9,000
Rents:		
Farm		11,188
Tower		14,400
Building Leases		91,000
Recreation/Senior Center		9,000
Investment Earnings		250,000
Miscellaneous		26,000
Subdivision Fees		800
Zoning Fees		2,000
Tower Consulting Fees		2,000
Veterans Monument Contributions		100
State Funds - Drug Tax		30,624
Town of Hertford Police		375,000
Federal Drug Funds		14,925
Recreation Concessions		3,000
Local Funds - Sheriff / Canine		
Range Management		100
EMS Donations		2,000
Local Funds Range Improvements		2,000
Gates 911 Communications		862,760
Town of Hertford - Cameras		25,000

PERQUIMANS COUNTY		
BUDGET ORDINANCE		
FY 2025-2026		
Transfer from Other Funds:		
Water System	\$	100,000
Municipal Dispatch Fees		25,000
Other Revenues:		
Land Transfer Tax Proceeds		960,000
Fund Balance Appropriated	\$	1,863,175
TOTAL GENERAL FUND:	\$	24,694,109
II. WATER DEPARTMENT		
Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Water System Fund for the fiscal year beginning July 1, 2025, and ending June 30, 2026.		
Administration & Operations	\$	2,738,855
Loan Principal		171,982
Loan Interest		8,463
Contribution to General Fund		100,000
TOTAL WATER SYSTEM FUND	\$	3,019,300
Section 2: REVENUES - It is estimated that the following revenues will be available in the Water System Fund for the fiscal year beginning July 1, 2025, and ending June 30, 2026.		
Investment Earnings	\$	20,000
Sale of Water		2,475,000
Taps & Connections		120,000
Reconnections		15,000
Penalties & Interest		60,000
Rent: Towers		5,400
Miscellaneous		2,000
Water Improvement Fund		15,000
Fund Balance Appropriated		306,900
TOTAL WATER SYSTEM FUND	\$	3,019,300
III. SOLID WASTE FUND		
Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Solid Waste Fund for the fiscal year beginning July 1, 2025, and ending June 30, 2026.		
Administration & Operations	\$	1,296,900
Recycling Centers Maintenance		12,600
Solid Waste Refunds		10,000
TOTAL SOLID WASTE FUND	\$	1,319,500
Section 2: REVENUES - (Solid Waste Fee: \$190.00 per Household). It is estimated that the following revenues will be available in the Solid Waste Fund for the fiscal year beginning July 1, 2025, and ending June 30, 2026.		
Solid Waste Fees	\$	1,250,000
Investment Earnings		
Disposal Tax		7,000
Solid Waste Fee - Prior Years		62,500
Fund Balance Appropriated		0
TOTAL SOLID WASTE FUND	\$	1,319,500

PERQUIMANS COUNTY			
BUDGET ORDINANCE			
FY 2025-2026			
IV. REVALUATION RESERVE FUND			
1. Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Revaluation Reserve Fund for the fiscal year beginning July 1, 2025, and ending June 30, 2026.			
	Reserve for Revaluation	\$	35,250
	TOTAL REVALUATION FUND	\$	35,250
2. Section 2: REVENUES - It is estimated that the following revenues will be available in the Revaluation Reserve Fund for the fiscal year beginning July 1, 2025, and ending June 30, 2026.			
	Investment Earnings	\$	250
	Transfer from General Fund		35,000
	TOTAL REVALUATION FUND	\$	35,250
V. COURT FACILITIES FUND			
Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Court Facilities Fund for the fiscal year beginning July 1, 2025, and ending June 30, 2026.			
	Administration & Maintenance	\$	20,160
	District Attorney Office Expense		9,840
	Fine & Forfeitures		80,000
	TOTAL COURT FACILITIES	\$	110,000
Section 2: REVENUES - It is estimated that the following revenues will be available in the Court Facilities Fund for the fiscal year beginning July 1, 2025, and ending June 30, 2026.			
	Facility Fees	\$	25,000
	Fines & Forfeiture Fees		85,000
	TOTAL COURT FACILITIES	\$	110,000
VI. ECONOMIC DEVELOPMENT FUND			
Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Economic Development Fund for the fiscal year beginning July 1, 2025, and ending June 30, 2026.			
	Economic Development Reserve	\$	588,282
	Capital Outlay	\$	100,000
	Professional Services & Expenses	\$	44,718
	TOTAL ECONOMIC DEVELOPMENT	\$	733,000
Section 2: REVENUES - It is estimated that the following revenues will be available in the Economic Development Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.			
	Sale of Commerce Lots	\$	725,000
	Investment Earnings		8,000
	TOTAL ECONOMIC DEVELOPMENT	\$	733,000

PERQUIMANS COUNTY			
BUDGET ORDINANCE			
FY 2025-2026			
VII. TOURISM DEVELOPMENT FUND - OCCUPANCY TAX			
Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Tourism Development Fund for the fiscal year beginning July 1, 2025, and ending June 30, 2026.			
	Promotions, Marketing, Operating Expenses	\$	114,879
	Fireworks Contribution		1,500
	TOTAL TOURISM DEVELOPMENT	\$	116,379
Section 2: REVENUES - It is estimated that the following revenues will be available in the Tourism Development Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.			
	Transfer from General Fund	\$	25,828
	Occupancy Tax		44,000
	Intergovernmental Transfers		2,000
	Interest		500
	Miscellaneous Revenue / Visitor Guides		200
	Local Funds / Events		10,000
	Fund Balance		33,851
	TOTAL TOURISM DEVELOPMENT	\$	116,379
VIII. EMERGENCY TELEPHONE FUND			
Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Emergency Telephone Fund for the fiscal year beginning July 1, 2025, and ending June 30, 2026.			
	911 Grant Expenses	\$	4,401,136
	Operating Expenses		325,457
	TOTAL EMERGENCY TELEPHONE FUND	\$	4,726,593
Section 2: REVENUES - It is estimated that the following revenues will be available in the Emergency Telephone Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.			
	State Grants	\$	4,401,136
	Emergency 911 Fee		325,457
	TOTAL EMERGENCY TELEPHONE FUND	\$	4,726,593
IX. COUNTY CONSTRUCTION FUND			
Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the County Construction Fund for the fiscal year beginning July 1, 2025, and ending June 30, 2026.			
	Communications Tower Project	\$	2,207,914
	Perquimans Marine Park Basin	\$	407,750
	TOTAL COUNTY CONSTRUCTION FUND	\$	2,615,664

PERQUIMANS COUNTY			
BUDGET ORDINANCE			
FY 2025-2026			
Section 2: REVENUES - It is estimated that the following revenues will be available in the County Construction Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.			
Communications Tower Project	\$	2,207,914	
Perquimans Marine Park Basin	\$	407,750	
TOTAL COUNTY CONSTRUCTION FUND	\$	2,615,664	
X. OPIOID SETTLEMENT FUND			
Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Opioid Settlement Fund for the fiscal year beginning July 1, 2025, and ending June 30, 2026.			
Opioid Settlement Fund	\$	114,000	
TOTAL OPIOID SETTLEMENT FUND	\$	114,000	
Section 2: REVENUES - It is estimated that the following revenues will be available in the Opioid Settlement Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.			
Investment Earnings	\$	200	
Opioid Settlement Fund		113,800	
TOTAL EMERGENCY TELEPHONE FUND	\$	114,000	
XI. OTHER PROVISIONS			
Section 1: The Budget Officer is hereby authorized to transfer appropriations within a fund contained herein under the following conditions:			
a) The Budget Officer may transfer amounts between objects of expenditures within a department except salary amounts without limitation.			
b) The Budget Officer may not transfer any amount between funds nor from any contingency appropriations within any fund.			
Section 2: The Board of Commissioners hereby authorizes the attached Fee Schedule for FY 2025-2026.			
XI. TAX LEVY			
Section 1: There is hereby levied a tax at the rate of 52¢ (fifty-two cents) per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2025 for the purpose of raising the revenue listed as "Budget Year's Taxes" in the General Fund - Part I, Section 2 of this Ordinance.			
Section 2: This rate of tax is based on an estimated total valuation of property for the purpose of taxation of \$ 2,038,025,494 and an estimated collection rate of 96.5%.			
This Budget was approved with a vote of six (6) to zero (0) on June 16, 2025, by a quorum of the Perquimans County Board of Commissioners being present and all present casting a vote.			
Wallace E. Nelson, Chairman Perquimans Co. Board of Commissioners			

FEE SCHEDULE			
FY 25-26			
There is hereby established, for the fiscal year beginning July 1, 2025, and ending June 30, 2026, the following fees for services as indicated:			
Building Inspections			
<u>Construction Fees</u>			
Square Foot			\$.25/SF
Minimum Fee			\$75.00
State Fee			\$10.00
In-ground pool (Residential)			\$100.00
In-ground pool (Commercial)			\$125.00
Carports (open all 4 sides)			\$.125/SF
Large Metal Buildings			\$.125/SF
Daycare & ABC			\$75.00
Group/ Foster Homes			\$50.00
Storage Building 12 x 12 or less			\$25.00
<u>Electrical Fees</u>			
Minimum Fee			\$50.00
Square Foot			\$.10/SF
Temporary Service			\$50.00
Service Repair			\$50.00
Service Charge			\$.30/amp
Swimming Pools			\$30.00
Sub panel			\$20.00
Generators			\$50.00
Baseboard Heat (per thermostat)			\$10.00
Photovoltaic/Solar			\$5 per string
<u>Plumbing Fees</u>			
Minimum Fee			\$50.00
Per Fixture			\$10.00
Sprinklers			\$50.00
Per Head			\$10.00
<u>Mechanical Fees</u>			
Central Heating/Air Conditioning			\$75.00
Central - Additional Unit			\$55.00
Minimum Fee			\$50.00
Hood System			\$50.00
Mini Split system			\$75.00
Additional head(s)			\$25.00
<u>Insulation Fees</u>			
Insulation			\$75.00
<u>L.P. & Natural Gas Fees</u>			
Minimum Fee			\$50.00
Per Gas Outlet			\$5.00
<u>Sign Fees</u>			
Free Standing			\$50.00
<u>Renovation Fees</u>			
1/2 New Construction			
<u>Manufactured Homes</u>			
Single Section			\$200.00
Multi Section			\$250.00
Electrical			\$75.00
Mechanical			\$75.00
Plumbing			\$75.00
<u>Modular Homes</u>			
All set-up			\$.25/SF
Electrical			\$.30/amp
Plumbing			\$50.00
Mechanical			\$55.00
<u>Administrative, Negligence & Reinspections</u>			
Administrative			\$50.00
Negligence			\$50.00
2nd Negligence			\$100.00
Re-Inspection			\$50.00
Occupancy/ Certificate			\$100.00
<u>Junk Car & Trash Administration</u>			
			\$75.00

Sheriff Department Fees		
Fingerprints		\$5.00/card
Gun Purchase Permits		\$5.00 each
Concealed Handgun Permits		\$90.00
Concealed Handgun Permit Renewals		\$75.00
Service Fees (civil papers)		\$30.00/service
Out of State Service Fees (civil papers)		\$100.00
Notary		\$5 per signature
EMS Fees		
ALS-I Emergency A0427		\$698.87
ALS-II Emergency A0433		\$1,011.53
ALS-I or II Treatment / No Transport A0998 <i>(including Helo)</i>		\$300.00
ALS-I Non Emergency A0426		\$441.40
BLS-Emergency A0429		\$588.52
BLS-Non Emergency A0428		\$367.82
Transports to Funeral Homes		\$250.00
Ambulance Crew Standby - 1st 2 hours		\$200.00
Ambulance Crew Standby - additional hours		\$100
Zone Car Standby- per		\$50
Attorney's Fees (patient's records)		\$25.00
Ground Mileage - ALS or BLS		\$14.33/Loaded Mileage
Specialty Care A0434		\$1,195.44
*Ambulance fee schedule will be adjusted January of each year at 130% minimum when updated by Medicare		
Recreation Fees		
<u>Rental Fees:</u>		
Meeting Room/Kitchen		\$60.00/hr (3 hr minimum)
Gymnasium		\$100 per hour
Tennis Courts (1/2 day)		\$50.00
Tennis Courts (full day)		\$100.00
Outside Basketball (1/2 day)		\$50.00
Outside Basketball (full day)		\$100.00
Field Rental (1/2 day)		\$75.00/field
Field Rental (full day)		\$150.00/field
Lights additional		\$25.00/hour
Field Rental for practices		
Non Rec. teams		\$15.00/hour
with lights		\$25.00/hour
<i>Deposit in addition to any rental fees. All fees are refundable if cancelled at least 72 hrs before scheduled rental day.</i>		
<u>Registration Fees</u>		
Youth Soccer		\$20.00
Youth Basketball		\$20.00
Volleyball		\$20.00
Softball (9-16)		\$20.00
Babe Ruth (13-15)		\$20.00
Football		\$30.00
Cheerleading		\$20.00
T-Ball (4-6)		\$20.00
Coach Pitch (7-8)		\$20.00
Wrestling		\$20.00
Adult Softball		\$200.00/team
Adult Basketball		\$200.00/team
Open Gym		No charge
Skate Park		No charge
<i>There is a maximum of \$50 per family for each activity.</i>		
Register of Deeds		
<u>All Instruments (Except Deeds of Trust)</u>		
Pages 1-15		\$26.00
Each additional page thereafter		\$4.00
Multi-instrument		\$10.00
<u>Deed of Trust 1st thru 35th Page</u>		
Each additional page		\$4.00
<u>UCC</u>		
1 to 2 pages		\$38.00
3 to 10 pages		\$45.00
Over 10 pages <i>(Plus \$2 per page over 10)</i>		
Search per name		\$30.00
Copy per page		\$2.00
<u>Plats</u>		
1st page		\$21.00
Each additional page		\$21.00
<u>DOT Highway Maps</u>		
1st page		\$21.00
Each additional page thereafter		\$5.00
<u>Copies</u>		
Plat copies		\$5.00
Regular copies (per page)		\$0.25
<u>Certified copies (instruments & plats)</u>		
1st page		\$5.00
Each additional page		\$2.00
<u>Notary</u>		
Oath		\$10.00
Commission verification		\$5.00
<u>Marriage License</u>		
Issuance of license		\$60.00
<u>Vital Records</u>		
Certified copy (birth, death, marriage)		\$10.00
Delayed birth applications		\$20.00
Amendments		\$15.00
Records search from Vital Records		\$24.00
Plus payable to Vital Records		\$24.00
Legitimations		\$15.00
Plus payable to Vital Records		\$15.00

Tax Department			
Copies			\$0.25
Non-aerial maps			\$0.50
Aerial maps			\$1.20
<u>GIS Mapping Price List</u>			
Plotter			
	Size	Black & White	Image Color
	8.5 x 11	\$1.00	\$2.00
	11 x 17	\$2.00	\$3.00
	16 x 20	\$3.00	\$5.00
	22 x 34	\$5.00	\$8.00
	34 x 46	\$8.00	\$10.00
<u>Desk printer</u>	Size	Black & White	Image Color
	8.5 x 11	\$0.50	\$1.25
	8.5 x 14	\$0.75	\$1.50
	11 x 17	\$1.00	\$1.75
<u>Data Layers</u>			
Entire County parcels with aerial images and ownership information (Available on CD & ZIP drive)			\$200.00
Individual Layers			\$50.00 first layer \$25.00 each additional layer
<u>Individual Plotter Maps</u>			
Township & Municipality Street Maps			Price based on size/color
Zoning Maps per Township/Municipality			Price based on size/color
Full County Zoning Map			\$12.00
County street maps, subdivision maps, and other maps created without image and little color same as listed under Plotter Black & White			
Flood maps, soil maps, census maps and others created with full color same as listed under Plotter Image/Color			
<u>Availability</u>			
Requests can be made Monday through Friday from 8 am to 5 pm except holidays. All efforts will be made to provide information within 5 working days			
<u>Payment</u>			
Payment is required prior to preparation of CD's, extensive copying requests, maps to be sent by mail and ftp uploads			
<u>Custom Work</u>			
A fee of \$25.00 per hour will be charged for requests for maps that we do not have the data layers for. For instance, having to go on the internet to download information.			
County Manager			
Zoning Ordinance			\$15.00
Subdivision Ordinance			\$10.00
Junk Ordinance			\$10.00
Junkyard Ordinance			\$10.00
Manufactured Home Park Ordinance			\$5.00
Minimum charge for copy of any other Ordinance			\$5.00
Copies			\$0.25

Water Department			
<u>Rate Schedule</u>			
WATER RATES- There is a min. charge of \$17.50 for the first 1000 gallons; each additional			
gallons will be \$9.00/1000 gal.			
<u>Tap-on Fees</u>	Size Meter	Cost of Tap	
	3/4"	\$1,500.00	
	1"	\$2,500.00	
	2"	\$5,000.00	
	Late Payment Charge	10% of bill	
	Renter's Deposit	\$100.00	
	Reconnection Fee	\$50.00	
	Water Meter Test Fee	\$100.00	
<u>Water System Development Fee</u>			
\$500 per lot for up to and including four lots on main roads, 6 lots on secondary roads			
\$2,500 per lot for any lots over four on main roads, 6 lots on secondary roads			
System Development Fee must be paid before the Final Subdivision Plat is recorded in the			
Perquimans County Register of Deeds' Office.			
<u>Tampering Fees</u>			
Cut Lock	(Includes Illegal Turn c	\$50	
Cut Curb Stop		\$200	
Meter Pull	(for Multiple Offenses)	\$50	
<u>Bulk Water Rates</u>			
Fire Hydrant Meter		\$250	
Water use per 1,000 will be charged at curr rate			

Planning/Zoning		
Zoning Permit (Residential/Home Occupation)		\$0.00
Zoning Permit (for Commercial/Industrial)		\$100.00
Certificate of Compliance (after first site		\$100.00
Sign Permit		\$50.00
Certificate of Compliance (after first site		\$50.00
Zoning Map Change (Re-Zoning)		\$450.00
Zoning Text Change		\$500.00
Conditional Zoning District		\$600.00 + atty. & eng. Fees, i/a
Special Use Permit		\$300.00 + atty. & eng. Fees, i/a
Appeal or Interpretation		\$300.00
Zoning Variance Request		\$300.00
Variance to Subdivision Regulations		\$300.00
Subdivision Sketch Plat		\$100.00
Minor or Abbreviated Subdivision Plan		\$50.00
Preliminary Plat		\$100.00 + \$15.00 per lot
Final Plat		\$100.00 + \$15.00 per lot
Wireless Telecommunication Facility		\$500.00 County fee
		+Minimum consultant cost of \$6,500.00
		+Certificate of Zoning Compliance (after first visit): \$100.00
Wireless Telecommunication Facility		
(eligible facilities request applications processed (per NCGS §160D-934)		County fee of \$500.00
		+Minimum consultant cost of \$1000.00
		+Certificate of Zoning Compliance (after first visit): \$100.00 County Fee
		+Certificate of Zoning Compliance (Consultant fee for verification): \$3,000.00
Wind Energy Facilities		County Zoning Permit Fee of \$500.00
		+Certificate of Zoning Compliance (after first visit) \$100.00
		+Initial Escrow Deposit (Medium Facility) \$50,000.00
		+Initial Escrow Deposit (Large Facility) \$50,000.00
Effective 1-04-16, Zoning Permit Fees and Escrow Deposits to be paid at the time		
Zoning Permit Application, Fees and detailed Site Plans are submitted for review. If		
Escrow Account drops below \$10,000, Applicant shall replenish to the original amount		
before any further action or consideration is taken on any County Permit. Remaining		
balance will be refunded upon Applicant receiving approval of As-Built Drawings or if		
Applicant fails to complete project.		
<i>*Fees denoted for a given application do not include fees for subsequent applications and stages of review. Separate fees will apply for building and other permits.</i>		

Fire Marshal			
Construction Permits			
Automatic Fire Sprinkler System (new)			\$50.00
Plus per sprinkler head			\$1.00
Automatic Fire Sprinkler System Renovation			\$25.00
Compressed Gas			\$25.00
Emergency Responder Radio Coverage System			\$50.00
Fire alarm and detection systems (new)			\$50.00
Fire alarm and detection systems (existing)			\$25.00
Fire flow test			\$50.00
Fixed fire suppression system (new)			\$50.00
Fixed fire suppression system (existing)			\$25.00
Standpipe systems (new)			\$50.00
Standpipe systems (existing)			\$25.00
Flammable and Combustible liquids			\$50.00
Hazardous materials			\$75.00
LP Gas (bulk facilities)			\$50.00
Storage tanks			
New installation (per tank)			\$100.00
Removal (per tank)			\$50.00
Temporary membrane structures (tents)			\$25.00
Group Homes/Foster Care Homes			\$0.00
Daycare, Nursing Homes			\$0.00
**All other fire construction permits not listed			\$50.00
Fireworks Initial Inspection Fee - First 2 hours			\$100.00
Fireworks Standby Fees - Additional Hours - per hour			\$50.00
Administrative Fees			
Starting work without a permit			\$50.00
Re-inspection fees (see below)			
<p><i>There shall be no initial fee for fire inspection of Level I, II, or III properties required under the NC State Fire Code mandatory inspection schedule. Thirty (30) days following the initial fire inspection, a re-inspection shall be conducted by the fire official. If all violations of the fire code have been corrected, no fee shall be imposed. If all violations of the fire code have not been corrected (or a reasonable attempt to correct has not been made), a second notice to comply shall be issued and a fee of \$50.00 shall be imposed. Seven (7) days following the issuance of the second order to comply, the fire official shall return for a re-inspection. If all violations have not been corrected, a final notice shall be issued and an additional fee of \$100.00 shall be imposed. Seven (7) days following the issuance of the final notice, the fire official shall return for a re-inspection. If all violations have not been corrected, and/or all fees have not been paid, the inspector shall issue a one hundred dollar (\$100.00) fee and issue a final notice to comply. After seven (7) additional days, if violations and fees have not been satisfied, the fire inspector shall initiate criminal proceedings, if necessary, in order to bring the establishment into compliance with the NC Fire Code.</i></p>			

CAPITAL PROJECTS ORDINANCE			
COUNTY CONSTRUCTION FUND			
This Capital Projects Ordinance is being authorized for the County Construction Fund.			
Section 1: <u>APPROPRIATIONS</u> - The following amounts are hereby appropriated in this County Construction Fund beginning July 1, 2025, and ending June 30, 2026			
	Communications Tower Project	\$	2,207,914
	Shoreline Stabilization	\$	407,750
	TOTAL COUNTY CONSTRUCTION FUND	\$	2,615,664
Section 2: <u>REVENUES</u> - It is estimated that the following revenues will be available for appropriation in the County Construction Fund beginning July 1, 2025, and ending June 30, 2026.			
	Communications Tower Project	\$	2,207,914
	Perquimans Marine Park Basin	\$	407,750
	TOTAL COUNTY CONSTRUCTION FUND	\$	2,615,664
	Wallace E. Nelson, Chairman		
	Perquimans Co. Board of Commissioners		

PERQUIMANS COUNTY			
CAPITAL PROJECTS ORDINANCE			
OPIOID SETTLEMENT FUND			
This Capital Projects Ordinance is being authorized for the Opioid Funds.			
Section 1: <u>APPROPRIATIONS</u> - The following amounts are hereby appropriated in this Opioid Settlement Fund beginning July 1, 2025, and ending June 30, 2026.			
	Opioid Settlement Fund	\$	114,000
	TOTAL Opioid Settlement Funds	\$	114,000
Section 2: <u>REVENUES</u> - It is estimated that the following revenues will be available for appropriation in the Opioid Settlement Funds beginning July 1, 2025, and ending June 30, 2026.			
	Investment Earnings	\$	200
	Opioid Settlement Fund		113,800
	TOTAL ARPA Funds	\$	114,000
	Wallace E. Nelson, Chairman		
	Perquimans Co. Board of Commissioners		

PERQUIMANS COUNTY			
CAPITAL PROJECTS ORDINANCE			
SCHOOL CONSTRUCTION FUND			
This Capital Projects Ordinance is being authorized for the School Construction Fund.			
Section 1: <u>REVENUES</u> - The following amounts are hereby appropriated			
in this School Construction Funds beginning July 1, 2025, and ending June 30, 2026.			
	State School Funds - Lottery	\$	18,535,957
	Investment Earnings	\$	200,000
	Webster Debt Service	\$	10,934,700
	TOTAL School Construction Funds	\$	29,670,657
Section 2: <u>APPROPRIATIONS</u> - It is estimated that the following revenues will be			
available for appropriation in the School Construction Funds beginning July 1, 2025, and			
ending June 30, 2026.			
	State School Funds - Lottery	\$	18,535,957
	Webster Loan	\$	10,934,700
	Contingency	\$	200,000
	TOTAL ARPA Funds	\$	29,670,657
	Wallace E. Nelson, Chairman		
	Perquimans Co. Board of Commissioners		

WORK SESSION

June 16, 2025

7:00 p.m.

The Perquimans County Board of Commissioners Work Session on June 16, 2025 was cancelled.
