

**AGENDA**

*All items are for discussion and possible action.*  
Perquimans County Board of Commissioners  
Commissioners' Room - Courthouse Annex Building  
**October 6, 2014**  
**6:40 p.m.**

**I. Call to Order**

**II. Prayer & Pledge**

**III. Public Hearings**

**ACTION  
TAKEN  
LATER**

**A. Parent-to-Child Deed of Gift, requested by Wayne & William Layden ..... 6:40 p.m.**

- *To receive citizens' comments to consider a Parent-to-Child Deed of Gift (Case No. NZV-14-06) for a +/-3-acre lot requested by Wayne and William Layden for their daughter/niece (property known as a portion of Tax Parcel No. 3-0038-00130, located on the west side of the 300-block of Beech Springs Road).*

**B. Minimum Housing Standards Ordinance.....6:50 p.m.**

- *To receive citizens' comments on a proposed Minimum Housing Standards Ordinance for Perquimans County to provide for Governmental Enforcement of Landlord Maintenance of Fit Premises. The proposed ordinance may be viewed at the Perquimans County Manager's Office at 128 N. Church St., Hertford, N.C. 27944 or on the County's Website at [www.perquimanscountync.gov](http://www.perquimanscountync.gov).*

**IV. Approval of Agenda**

**V. Consent Agenda**

*(Consent items as follows will be adopted with a single motion, second and vote, unless a request for removal of an item or items is made from a Commissioner or Commissioners.)*

**ACTION  
REQUIRED**

**A. Approval of Minutes: September 2, 2014 Regular Meeting & September 15, 2014 Special Called Meeting**

**B. Tax Release Approvals**

**C. Personnel Matters**

1. Resignation: Full-Time Telecommunicator
2. Resignation: 4-H Extension Agent
3. Resignation: Emergency Management Coordinator
4. Resignation: Office Assistant III
5. Retirement: Water Technician I
6. Retirement: EMS Director
7. Leave Without Pay: IMC Investigator I

**D. Step & Merit Increases**

1. Telecommunications
2. Social Services
3. Register of Deeds
4. Sheriff's Office

**E. Board Appointments/Removal**

- A. Child Fatality Prevention Team Appointment
- B. Nursing Home Advisory Committee
- C. Board of Trustees for Fire Departments

**F. Budget Amendment No. 8**

**G. Fiscal Monitoring Reports for East Carolina Behavioral Health**

**VI. PRESENTATIONS**

**A. Introduction of New Employees/Staff**

1. Sheriff's Department – Deputies & Part-Time Animal Control Officer

**VII. Scheduled Appointments**

**NO  
ACTION  
REQUIRED**

**A. Dr. Kandi Deitermeyer, President of College of the Albemarle 7:00 p.m.**

**B. Don Isbell, Bay Landing Subdivision 7:10 p.m.**

**C. Bill Jennings, Tax Administrator 7:15 p.m.**

**D. Homeria Jennette, Telecommunications 7:20 p.m.**

**NO  
ACTION  
REQUIRED**

**VIII. Commissioner's Concerns/Committee Reports**

- A.
- B.
- C.

**IX. Old Business**

- A. Updates from County Manager
- B. Appointment: Adult Care Home Advisory Committee
- C.

**ACTION MAY  
BE REQUIRED**

**X. New Business**

- A. Planning Board Items
  - 1. Parent-to-Child Deed of Gift, Wayne and William Layden
  - 2. Amendment to FY 2014-15 Fee Schedule for Planning/Zoning
  - 3. GKS & Two-Mile Solar Farm Updates
- B. Minimum Standards Ordinance
- C. Board Appointments
  - 1. Agricultural Advisory Board
  - 2. College of the Albemarle Board of Trustees
- D. 2014 Single-Family Rehabilitation Program Service Agreement Amendment #1
- E. Contract for Consultant Services – Holland Consultant Planners
- F. Agent Authorization Form - CAMA Permit Application
- G.
- H.

**ACTION  
REQUIRED**

**XI. Unscheduled Appointments/Public Comments**

*(If you wish to address the Board, please state your name for the record prior to speaking)*

- A.
- B.
- C.

**XI. Adjournment**

**FOR INFORMATION ONLY:**

- Prescription Card Program

**DEPARTMENT HEAD REPORT:**

- Plat Log
- Sheriff's Office
- Inspections – Code Enforcement
- Inspections – Quarterly Building Inspector's Report

**COMMITTEE WRITTEN REPORTS:**

- Albemarle RC&D Annual Report 2013-14
- Chamber of Commerce October, 2014 Newsletter