

**ADJOURNMENT**

There being no further comments or business to discuss, the Special Called Meeting was adjourned and the Work Session began at 7:35 p.m. on motion made by Joseph W. Hoffer, seconded by Edward R. Muzzulin.

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Wallace E. Nelson, Chairman

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Clerk to the Board

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**WORK SESSION**  
**February 19, 2018**  
**7:00 p.m.**

The Perquimans County Board of Commissioners met in a Work Session on Monday, February 19, 2018, at 7:00 p.m. in the Commissioners Room located on the first floor of the Perquimans County Courthouse Annex.

**MEMBERS PRESENT:** Wallace Nelson, Chairman                      Fondella Leigh, Vice Chair  
Joseph W. Hoffer    Edward R. Muzzulin  
Charles Woodard

**MEMBERS ABSENT:** T. Kyle Jones

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

The following matters were discussed during the Work Session:

**REPORT FROM ALBEMARLE REGIONAL HEALTH SERVICES (ARHS)**

Chairman Nelson discussed the following information from the ARHS Board:

- **Hertford County Request to Join ARHS:** Chairman Nelson explained that Hertford County desires to join ARHS. Once the ARHS Board receives their formal written request, each participating county within ARHS will need to adopt a resolution to consider this request. This acquisition can only occur at the beginning of each fiscal year. Hertford County will have to buy in on a per capita basis. The changes would be take place on July 1<sup>st</sup>. He further explained how the buy in would work.
- **Albemarle Home Health Care:** Chairman Nelson gave an update on the funds received from the sale of Albemarle Home Health Care.

**ANIMAL CONTROL ORDINANCE CHANGES**

County Manager Heath explained the changes that they are proposing for the Animal Control Ordinance amendment.

**BUDGET PROCESS**

County Manager Heath discussed the budget process matters:

- **Joint Meeting with Board of Education:** County Manager Heath reported that the Board of Education is requesting a joint meeting with the Commissioners prior to our March Work Session. They would like to speed up the budget process to help them prepare their budget request.
- **Department Heads:** The Department Heads will be provided their budget worksheets so that they can have them back to Mr. Heath by March 31<sup>st</sup>.
- **Board Retreat:** Mr. Heath stated that he is still working on setting up the Board Retreat in late March. He will be sending out an e-mail soon with the details. Some of the Board members will be requested to meet with the facilitator prior to the retreat.
- **Computer Software:** Mr. Heath explained that they will not have the new software for the finance and tax departments ready before the budget meetings. They have made some upgrades on our current computer system.

**UPDATES**

- **Camp Cale:** County Manager Heath reported that Camp Cale will be bringing their request for a Conditional Use Permit in March to build two bunk houses that would have 48 beds each.
- **Grant Updates:** Last week, the County filed an application with USEDA for \$3 million for the Marine Park Basin. He is also working with Golden Leaf to apply for a \$1.5 million grant for the Marine Park Basin and \$500,000 for the Board of Education.

**ADJOURNMENT**

There being no further comments or business to discuss, the Work Session was adjourned at 7:55 p.m. on motion made by Edward R. Muzzulin and seconded by Charles Woodard.

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Wallace E. Nelson, Chairman

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Clerk to the Board

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