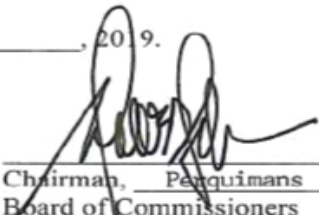
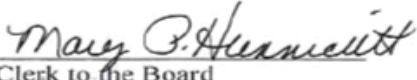


ADOPTED the 4th day of March, 2019.

  
Chairman, Perquimans County  
Board of Commissioners

ATTEST:

  
Clerk to the Board  
(SEAL)  
  
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**WORK SESSION**

**March 18, 2019**

**7:00 p.m.**

The Perquimans County Board of Commissioners met in a regular Work Session on Monday, March 18, 2019, 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                                      T. Kyle Jones
- Alan Lennon                                              Charles Woodard
- MEMBERS ABSENT:      None
- OTHERS PRESENT:      Frank Heath, County Manager              Mary Hunnicutt, Clerk to the Board

After the Chairman called the meeting to order, Commissioner Jones gave the invocation and led the Pledge of Allegiance. The following matters were discussed.

**RALPH HOLLOWELL, ALBEMARLE REGIONAL HEALTH SERVICES**

Chairman Nelson explained that at their October 15, 2018 Work Session, Mr. Hollowell presented a PCG Landfill Billing error that occurred in their November, 2017 Billing. At that time, it was requested that the auditors evaluate the situation and update each entity of the findings. Tonight, Mr. Nelson said that they are meeting to see if there are any further questions or comments from either party involved. Ralph Hollowell, Bonnie Rollman, and Ginger Midgett of Albemarle Regional Health Services were present. After his brief comments, Chairman Nelson asked County Manager Heath if he had any further comments. Mr. Heath explained that the Board had received the following copies in their Agenda Packets:

- Explanation of PCG Billing Error
- Copy of the Billing Report for the period of November, 2017 (date of error) through July, 2018 (date error was found).
- Report from Donna Winborne, auditor for the County
- Copy of October 15, 2018 Work Session Minutes

He further stated that Ms. Winborne's report explained the following items:

- She thoroughly explains the billing process.
- She explains the procedures that she was going to use to audit the reports.
- She reports her findings.

After Mr. Heath made his comments, he asked if the Albemarle Regional Health Services (ARHS) staff had any questions or comments. After they made a few comments, County Manager Heath stated that he has a recommendation but was going to wait for the Board's direction. Mr. Hollowell apologized for the error and hopes that it will not happen again. They reported that new procedures have been put in place. Chairman Nelson asked if the Board had any questions. There being none, Mr. Nelson asked Mr. Heath if he had any comments. County Manager Heath suggested the following recommendation: authorize the Chairman and County Manager to enter a discussion with Battle Betts, ARHS Director, and Ralph Hollowell to negotiate how this money will be paid. It was the consensus of the Board to accept Mr. Heath's recommendation. Chairman Nelson thanked the staff from ARHS for coming tonight and proceeded with other matters to discuss.

**FY 2019-20 BUDGET MEETING SCHEDULE**

County Manager Heath presented the following proposed Budget Meeting schedule:

<u>DATE</u>	<u>LOCATION/TIME</u>
April 8th	Departmental budget presentations (Commissioners Room) 5:00 - 7:45 p.m.
April 10th	Departmental budget presentations (Commissioners Room) 5:00 - 8:30 p.m.
April 15th	Joint Work Session with School Board (6:00 p.m.)

<u>DATE</u>	<u>LOCATION/TIME</u>
May 8th	Social Services (7:00 p.m.) and Board of Education (8:00 p.m.) budget presentations (Commissioners' Room)
May 15th	Budget Work Session (7:00 p.m.) - <b>at EMS Building</b> - looking at revenues and County Manager recommendations
May 16th	Budget Work Session at <b>EMS Building</b> (7:00 p.m.)
June 3rd	Frank to present budget to the Board with budget ordinance
June 17th	Budget public hearing and vote.

After they reviewed the dates, County Manager Heath asked to provide him with some available dates as soon as possible so that he can prepare the schedule for the Budget Work Sessions.

JANICE COLE'S RECOGNITION RECEPTION

Commissioner Jones thanked all those who attended the reception for Janice Cole. The marble plaque has been corrected and should be installed shortly in the Courtroom in the old Courthouse.

ADJOURNMENT

There being no further business to discuss, the Chairman adjourned the meeting at 7:30 p.m.

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Wallace E. Nelson, Chairman

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Clerk to the Board

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