

**A G E N D A**  
Perquimans County Board of Commissioners  
**SPECIAL CALLED MEETING / WORK SESSION**  
Commissioners' Room - Courthouse Annex  
July 15, 2013  
7:00 p.m.

- I. Call to Order**
- II. Prayer / Pledge**
- III. Approval of Agenda**
- IV. Business**
  - A. CDBG Administration Contract
  - B. JCPC Certification for FY 2013-14/Inter-Agency Council Appointments
  - C. Lottery Application
  - D.
  - E.
  - F.
- V. Work Session**
  - A. Legislative Prayer
  - B. Landlord/Tenant Minimum Housing
  - C. Register of Deeds' Retirement
  - D. Regional Charter School
  - E. Historic Hertford, Inc. Request
  - F. EIC Board Member Resignation
  - G.
  - H.
  - I.
- VI. Adjournment**

**COUNTY MANAGER NOTES**  
Perquimans County Board of Commissioners  
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- IV.A. **Enclosures.** The requests for bids were distributed for the administrator of the CDBG Grant twice. We only received one proposal which was from Carolyn Morris. Her contract is enclosed for Board review and action.
- IV.B. **Enclosures.** Even though there is no JCPC funding set aside for the Inter-Agency Council for 2013-14, we still have to submit a Certification which indicates that upcoming membership and our compliance with the requirements of the policy. Board action is being requested.
- IV.C. In order to draw down the lottery funds, the County needs to apply. Board action to proceed with the application is being requested.
- V.A. **Enclosures.** See enclosed summary of the case of Jordan v. Forsyth.
- V.B. The Chair feels that we need to revisit the Landlord/Tenant Minimum Housing requirements.
- V.C. Debbie Reed, Register of Deeds, has notified County Manager Heath that she will be retiring effective September 1, 2013. County Manager Heath will present the process to replace her.
- V.D. Chair Cole will discuss this matter with the Board.
- V.E. **Enclosures.** Commissioner Muzzulin has requested that this item be added to your Work Session Agenda. See attached e-mail and letter.
- V.F. **Enclosures.** We have received a letter from Virgie Whitehurst resigning from her appointment to the Economic Improvement Council Board effective 7/18/2013. The Board will need to appoint someone to replace her to complete her term which expires on 8/31/2014. I have also enclosed a copy of our current Volunteer Applications' list for your review.