CAMDEN COUNTY
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BOARD
OF
COMMISSIONERS

February 07, 2022
7:00 PM

This agenda is only a tentative schedule of matters the Commissioners may address at their meeting and all items found on it may be deleted, amended or deferred. The Commissioners may also, in their absolute discretion, consider matters not shown on this agenda.

Special accommodations for the disabled who attend public meetings can be made by contacting the Clerk to the Board 24 hours in advance at 252-338-6363, Ext. 100.

Please turn Cell Phone ringers off during the meeting.

Agenda

Camden County Board of Commissioners
BOC - Regular Meeting
February 07, 2022
7:00 PM
Historic Courtroom, Courthouse Complex

Call to Order

ITEM 5:00 PM - Work Session

ITEM 5:30 PM - Closed Session to discuss Economic Development

ITEM 7:00 PM - Reconvene Board of Commissioners

Invocation & Pledge of Allegiance

Pastor Kevin Buzzard - Sawyer's Creek Baptist Church

ITEM 1. Consideration of Agenda (For discussion and possible action)

ITEM 2. Conflict of Interest Disclosure Statement

ITEM 3. Public Comments

It is requested that comments be limited to (2-3) minutes. The length and number of comments may be limited upon the Chairman's discretion due to scheduling and other issues.

ITEM 4. Presentations (For discussion and possible action)

A. Library Construction Update - MB Kahn Construction

B. Department of Social Services - Craig Patterson

Recess to South Camden Water & Sewer District Board of Directors

Reconvene Board of Commissioners

ITEM 5. **New Business** (For discussion and possible action)

A. Development Agreement Extension Request - Amber Curling

B. Needs-Based Public School Capital Fund Grant Application - Ken Bowman

C. Tax Report - Lisa Anderson

D. Proclamation - 50th Anniversary of the National Senior Nutrition Program

ITEM 6. **Board Appointments** (For discussion and possible action)

A. Adult Care Home CAC

B. Potentially Dangerous Dog Appeals Board

ITEM 7. **Consent Agenda**

A. BOC Meeting Minutes - October 18, 2021

B. BOC Meeting Minutes - January 3, 2022

C. Budget Amendments

D. School Budget Amendments

E. Tax Collection Report

F. DMV Monthly Report

G. Refunds Over $100.00

H. Vehicle Refunds Over $100.00

I. Pickups, Releases & Refunds

J. FY 2022-2023 Budget Calendar

K. 2021-2022 Audit Contracts

L. Set Public Hearing - BTL Fiber, LLC

M. Set Public Hearing - Southeastern Equipment Corporation

ITEM 8. **County Manager's Report**

ITEM 9. **Commissioners' Reports**

ITEM 10. **Information, Reports & Minutes from Other Agencies**

A. Register of Deeds Report

B. Library Report

ITEM 11. **Other Matters** (For discussion and possible action)

ITEM 12. **Adjourn**

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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Presentations

Item Number: 4.A
Meeting Date: February 07, 2022

Submitted By: Ken Bowman,
Administration
Prepared by: Karen Davis

Item Title **Library Construction Update**

Attachments:

Summary:
A representative from MB Kahn Construction will give an update on progress of the new library.

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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Presentations

Item Number: 4.B
Meeting Date: February 07, 2022

Submitted By: Craig Patterson, Social Services Director
Social Services
Prepared by: Karen Davis

Item Title **Department of Social Services - Craig Patterson**

Attachments: Audit Findings_2021 (PDF)
County Audit 2021 Corrective Action Plan (DOCX)
Medicaid Documentation Policy (DOCX)

Summary:
Social Services Director Craig Patterson will present the County Audit 2021 Corrective Active Plan.

Significant Deficiency/Noncompliance

US Department of Agriculture

Passed through the NC Dept. of Health and Human Services

Program Name: Medical Assistance Program (Medicaid; Title XIX)

CFDA # 93.778

Finding: 2021 – 001

Eligibility

- Criteria: Medicaid for Aged, Blind and Disabled case records should contain documentation that verifications were done in preparation of the application and these items will agree to reports in the NC FAST system. In this process, documentation should be present and agree back to the records in the NC FAST system. Any items discovered in the process should be considered resources and explained within the documentation.

Attachment: Audit Findings_2021 (3214 : Department of Social Services - Craig Patterson)

- Condition: There were thirty one (31) errors discovered during our procedures that resources in the county documentation and those same resources contained in NC FAST were not the same amounts or files containing resources were not properly documented to be considered countable or non-countable. The errors were as follows: Nine (9) cases did not have accurate resource calculations, Eight (8) cases did not have accurate budget calculations, Thirteen (13) cases had a failure to complete at least one compliance component, One (1) case contained input errors.

- Questioned Costs: There was no affect to eligibility and there were no questioned costs.

- Context: We examined 120 Medicaid applicants to re-determine eligibility. These findings were disclosed in a separately issued spreadsheet to the North Carolina Department of Health and Human Services and are being reported with the financial statement audit as it relates to Medicaid administrative cost compliance audit.

- Effect: For those certifications/re-certifications there was a chance that information was not properly documented and reconciled to NC FAST which affect countable resource and a participant could have been approved for benefits that they were not eligible.

- Cause: Ineffective record keeping and ineffective case review process, incomplete documentation, and incorrect application of rules for purposes of determining eligibility.

- Identification of a repeat finding: This is a repeat finding from the immediate previous audit, 2020-001.

- Recommendation: Files should be reviewed internally to ensure proper documentation is in place for eligibility. Workers should be retrained on what files should contain and the importance of complete and accurate record keeping. We recommend that all files include online verifications, documented resources of income and those amounts agree to information in NC FAST.

Attachment: Audit Findings_2021 (3214 : Department of Social Services - Craig Patterson)

- Views of responsible officials and planned corrective actions: The County agrees with the finding. Supervisors will perform second party reviews to ensure proper documentation is contained in files to support eligibility determinations. Workers will be retrained on what information should be maintained in case files, the importance of complete and accurate record keeping, and reserve calculations. The County finance office will also participating in the review process.

Attachment: Audit Findings_2021 (3214 : Department of Social Services - Craig Patterson)

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Camden County Department of Social Services
P.O. Box 70, Camden, NC 27921

Craig D. Patterson
Director

Telephone: 252-331-4787
Fax: 252-335-1009

Ms. Tammie McCoy
DSS Board Chair

Camden DSS Medicaid Corrective Action Plan for FY 2021

This corrective action plan will address the recent findings from the Single County Audit for FY 2021.

Corrective Action Plan

General

I. **The Agency will continue to implement the Documentation Policy that has been developed in response to the 2020 audit. This will include all policies and procedures related to Adult Medicaid applications and determination of eligibility. This policy will include but not limited to the following:**
   a. General Adult Medicaid Policies and Procedures;
   b. The Application Process;
   c. Document Management
   d. Case Records
   e. The Importance of Accuracy and Completeness of Record Keeping

II. **All Adult Medicaid staff will participate in a training specific to address the findings listed above, including but not limited to training regarding:**
   a. Gathering and keying data to produce accurate records;
   b. The requirements of a complete case record;
   c. Verification of resources;
   d. Accuracy of calculations;
   e. Thoroughness of record keeping and case management;

III. **Quarterly meetings and as needed trainings will be conducted by the IMC Supervisor with the assistance of Camden OST.**
   a. Training logs will be maintained in order to document that workers have participated in the above mentioned trainings. (see attached document)
   b. New policies for Adult Medicaid will be reviewed with staff at the Quarterly Unit meeting &/or in a timely manner in order for the staff to incorporate any changes in practice.
   c. All staff are currently enrolled to receive all state Terminal Messages and NC FAST communications;
   d. All staff will be required to review Terminal Messages and NC FAST messages.
   e. Camden DSS will request a random review of eligible Adult Medicaid cases by the DHHS OST, as needed if there are suspected errors identified.
   f. Persons Involved in the Training and Review Process will include but not be limited to:
      i. The Agency Director;
      ii. The Income Maintenance Supervisor;

Attachment: County Audit 2021 Corrective Action Plan (3214 : Department of Social Services - Craig Patterson)

iii. The Income Maintenance Lead Worker;
iv. The Camden County Finance Officer;
v. The Camden County OST and/or other North Carolina DHHS persons;
vi. NC FAST Staff and Help Desk as needed.

IV. An internal review process will continue in January 2022, by both the agency Director and Income Maintenance Supervisor. This will include but not limited to:

a. Reviews of a minimum of 5 eligible Adult Medicaid cases to ensure compliance with accurate record keeping;
b. Reviews of a minimum of 5 eligible Adult Medicaid cases regarding the accuracy of calculations regarding assets/resources and that these calculations agree with NC FAST;
c. Reviews of a minimum of 5 Medicaid applications to ensure that eligibility determinations were correctly made;
d. These reviews will be conducted until such time as the errors are reduced significantly or eliminated.

V. Continued Non-Compliance Issues:

a. Camden County DSS will take the appropriate steps to ensure that all records are accurate and complete;
b. Staff will be informed of the new requirements for training and review as soon as this corrective action plan is approved;
c. Staff that continue to show errors in any of the processes of determining eligibility will have their performance documented by their supervisor;
d. Continued non-compliance will be grounds for disciplinary action up to and including termination.

<u>Specific Corrective Action</u>

These corrective actions will address the specific technical errors that were cited in the 2021 audit.

I. There were five errors discovered during our procedures that inaccurate information was entered.

a. Files shall be reviewed internally to ensure proper documentation is in place for eligibility.
b. Workers shall be retrained on what files should contain and the importance of complete and accurate record keeping.
c. Workers will ensure that all files include online verifications, documented resources of income and those amounts agree to information in NC FAST.

II. **There were twenty five (25) technical errors discovered during our procedures that resources in the county documentation and those same resources contained in NC FAST were not the same amounts or files containing resources were not properly documented to be considered countable or non-countable.**

a. All workers will ensure that their input of data, specifically regarding resources and income, is keyed with accuracy and thoroughness.
b. Workers will meet on a quarterly basis to review policy revisions and to discuss the importance of complete and accurate record keeping.

Attachment: County Audit 2021 Corrective Action Plan (3214 : Department of Social Services - Craig Patterson)

c. Workers will be retrained as needed, in the areas of concern, in order to reduce these errors.
d. Workers will ensure that the paper budget that is prepared is accurate and agrees with the NC Fast determination.
e. The Supervisor and Lead Worker will review this specific item when 2nd partying cases.

III. There were thirty one (31) errors discovered during our procedures that resources in the county documentation and those same resources contained in NC FAST were not the same amounts or files containing resources were not properly documented to be considered countable or non-countable. The errors were as follows: Nine (9) cases did not have accurate resource calculations, Eight (8) cases did not have accurate budget calculations, Thirteen (13) cases had a failure to complete at least one compliance component, One (1) case contained input errors.

a. Workers will ensure that proper documentation exists in the case record to support the eligibility decision.
b. Workers shall be retrained in the areas that are of concern in order to reduce or eliminate errors, specifically repeat errors from previous audits.
c. Workers will ensure that all files include online verifications, documented resources of income and that those numbers match.
d. Upon receipt of additional information, workers will update NC Fast appropriately and accurately.
e. The Supervisor and Lead Worker will review this specific item when 2nd partying cases.

V. All workers will ensure that timely referrals are made to other agencies as needed,

a. This includes specifically Child Support Enforcement.
b. Workers will consider other referrals to other social service agencies in order to serve the client in a complete and holistic manner.
    i. These include but not limited to:
        1. LIEAP
        2. CRISIS (CIP)
        3. EIC (Housing)
        4. Community Cares Collaborative

Summary

The agency will be concentrating on the accuracy and thoroughness of the data that is keyed into the NC Fast system. We are currently training a new Adult Medicaid IMC and will endeavor to train her to be able to meet the compliances for the Medicaid programs. It is the hope and plan of the agency to reduce the number of errors related to eligibility and technical issues.

Submitted by: **Date: November 29th, 2021**

Craig Patterson
Camden County DSS Director

Attachment: County Audit 2021 Corrective Action Plan (3214 : Department of Social Services - Craig Patterson)

Camden County Department of Social Services

P.O. Box 70, Camden, NC 27921

Craig D. Patterson
Director

Telephone: 252-331-4787
Fax: 252-335-1009

Ms. Tammie McCoy
DSS Board Chair

Adult Medicaid Documentation Policy

This policy will address the issue of documentation related to Medicaid files and will outline the procedures in the gathering of information related to all clients applying for Medicaid.

All adult Medicaid Caseworkers will be trained to use the NC FAST data system for all Medicaid applications.

1. **General Adult Medicaid Policies and Procedures:**
   a. All Medicaid policies may be accessed at https://policies.ncdhhs.gov/divisional/health-benefits-nc-medicaid/adult-medicaid/policies-manuals.
   b. New staff will follow the training schedule set out by the IMC Supervisor which begins with Medicaid training using the online policy manual.
   c. All workers are encouraged to review the policy manual when questions arise.
   d. The policy manual will be used to clarify and audit issues to ensure that each worker is familiar with the specific policy and implement that policy correctly.
   e. The IMC Supervisor will make all staff aware of policy updates/revisions or changes.

2. **Applications:**
   a. All Intake and Adult Medicaid workers will be familiar with the agency's protocol for clients applying for Medicaid benefits.
   b. This protocol includes:
      i. Mail In/Fax/E-Mail applications
      ii. EPASS applications
      iii. In Person Walk-In applications
      iv. Telephone applications
   c. All workers will process applications within the required time frames set by Medicaid policy.
   d. All workers will enter client information and scan documents in the NC FAST system and will ensure the accuracy of the data entered.
   e. https://policies.ncdhhs.gov/divisional/health-benefits-nc-medicaid/adult-medicaid/policies-manuals/documents/ma-2300-application-1

3. **Documentation Management:**
   a. Income Maintenance Workers will be trained to use document scanners to attach documents as evidence for the determination of eligibility.
   b. Workers will use all available forms and checklists to verify that the documents have been gathered and scanned into the case record.

Attachment: Medicaid Documentation Policy (3214 : Department of Social Services - Craig Patterson)

c. Workers will review scanned documents to ensure that they are legible and accurately reflect the evidence.
d. Paper case records will be kept along with use of the NC FAST electronic system for case management.

4. **Case Records:**
   a. Case Records will be kept in 2 forms – NC FAST (electronic) and paper.
   b. All records will follow a standard format as outlined by the IMC Supervisor-
      i. Section 1 – Demographics/Permanent Information
      ii. Section 2 – Case Narrative
      iii. Section 3 – Computer Printouts/Case Documents
      iv. Section 4 – Case Documents/ Client Documents (pay stubs etc.)
   c. The IMC will ensure that both records are accurate and contain the correct client information.
   d. These records will be kept confidential with no exposure to any person outside of the agency, except the client.
   e. The IMC Supervisor or Director will review random case records, at least 2 time per year, for accuracy and correct format.

5. **Accuracy and Completeness of Record Keeping:**
   a. All workers will review the importance of accurate and complete record keeping. This may be done within the Unit Meetings.
   b. Workers who continually make errors in case record will be required to review the Medicaid policy manual regarding case records. This worker will also require close supervision by the IMC Supervisor in order to reach the competency required for the position.
   c. Workers who continue to make record keeping errors will receive Corrective Action up to and including termination.

Effective January 1, 2021

Attachment: Medicaid Documentation Policy (3214 : Department of Social Services - Craig Patterson)

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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 5.A
Meeting Date: February 07, 2022

Submitted By: Amber Curling,
Planning & Zoning
Prepared by: Karen Davis

Item Title **Development Agreement Extension Request**

Attachments:
South Mills Landing Development Agenda Summary (DOCX)
SML LLC Email Requesting 1 Year Extension for Schedule (PDF)
Schedule Exhibit D extension dates added (PDF)
Sections 16 and 20.2 (PDF)
ADDENDUM to SML Development Agreement Schedule Exibit D (DOCX)

Agenda summary, supporting documentation and recommendation attached.

Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: February 7, 2022

Attachments: Letter Requesting Extension of South Mills Landing Development Agreement and South Mills Landing Approved Development Agreement

Submitted By: Planning Department

Item Title: One Year Extension of South Mills Landing Development Agreement

Background:

South Mills Landing, LLC is the owner of 3 tracts of land as follows: The North Tract consisting of 124.83 acres located off of Horseshoe Road, the South Tract consisting of 60.1 acres located off of Main Street, and an undeveloped tract adjacent to the South Tract consisting of 48.75 acres, referred to as the Environment Tract. The North and South Tracts were rezoned to PUD (Planned Unit Development) in 2004, now Planned Development (PD) under the current UDO. A Concept Plan for a Planned Development of 581 units was reviewed and approved administratively in 2019, and a Master Plan was submitted in January, 2020 for a 580 unit Planned Development, which is in substantiated conformance with the approved Concept Plan. A Preliminary Plat for the 580 units, now revised to 567 units, approximately 5 acres of commercial development, and clubhouse facilities has now also been submitted.

Summary:

Mark Bissell, representative for South Mills Landing LLC, is requesting a one-year extension of the schedule shown in Exhibit D of the Development Agreement between South Mills Landing, LLC and Camden County. This Development Agreement may be amended or canceled by mutual consent of the County and SML, and their successors or assigns. Minor amendments will be processed administratively. No amendment to this Development Agreement shall be effective unless such amendment is reduced to a written agreement signed by both parties.

Recommendation: Approval of the one-year extension and authorize the Chairman to sign the agreement on behalf of the County

Attachment: South Mills Landing Development Agenda Summary (3212 : Development Agreement Extension Request - Amber Curling)

BISSELL PROFESSIONAL GROUP
The Coastal Experts

January 17, 2022

Ms. Amber Curling, Director
Planning & Community Development Department
P.O. Box 74
Camden, NC 27921

Re: Extension of South Mills Landing Development Agreement

Dear Amber,

To follow up on our conversation from Friday, I am writing to request a one-year extension of the schedule outlined in Exhibit D to the Development Agreement between South Mills Landing, LLC and Camden County. As discussed, the development construction and approval process has fallen far behind the anticipated schedule, in large part due to the lack of availability of materials to complete the work.

Paragraph 16 of the Development Agreement anticipated that the development schedule could be influenced by changing market conditions, and conditions have certainly changed, as Covid-19 has impacted the supply chain to a level that has dramatically affected the developer's ability to obtain the materials necessary to construct the development according to the original schedule.

Paragraph 20.2 of the Agreement indicates that this Development Agreement may be amended by mutual consent and that minor amendments will be processed administratively. While the agreement itself does not define minor versus major amendments, the Camden Unified Development Ordinance defines minor changes as changes that (a) have no discernible impact on neighboring properties, the general public or those intended to occupy or use the proposed development, (b) will result in equal or better compliance with this ordinance or conditions of approval, or (c) address technical considerations that could not reasonably be anticipated at the time of the approval.

The condition outlined in part (c) appears to support the request being a minor change, as this delay could not have been anticipated. The change also should have no discernible impact on neighboring properties or the general public.

Major changes are defined in the UDO as changes that materially affect the configuration of the development, and it does not appear that this change would rise to the level of a major amendment under that provision of the UDO.

While we understand that the County Commissioners will need to agree to the modification, it does not appear that a public hearing would be required in order to amend the agreement in this manner.

P.O. Box 1068 • 3512 N. Croatan Hwy. • Kitty Hawk, NC 27949
252-261-3266 • Fax: 252-261-1760 • E-mail:bpg@bissellprofessionalgroup.com

Thank you for your consideration; we are hopeful that this amendment could be reviewed at the February 7th County Commissioners' meeting, and we are available to discuss this request in more detail as may be needed.

Sincerely yours,
Bissell Professional Group

Mark S Bissell, P.E.

cc: South Mills Landing, LLC

One yr ext. would change

2021/2022 2022/2023 2023/2024 2024/2025 2025/2026 2026/2027 2027/2028

EXHIBIT D

DEVELOPMENT SCHEDULE - Fiscal Years (Updated 1/14/2021)

	2020/21	Phase	2021/22	Phase	2022/23	Phase	2023/24	Phase	2024/25	Phase	2025/26	Phase	2026/27	Phase	Total
Construction Plan Approval	116	1			178	2	233	3&4			40	5			567
Final Plat Recorded			116	1	178	2	134	3	99	4	40	5			567
Houses Completed per year					11		203		180		130		43		567

Fee Breakdown 25/25/50

Cumulative Sewer Fees ($1,000)		$ 215		$ 429		$ 1,167		$ 3,308		$ 4,787		$ 5,871		$ 6,180
Construction Plan Approval	214600		0		329300		431050		0		74000		0	
Final Plat Recorded	0		214600		329300		247900		183150		74000		0	
Houses Completed per year	$ -		$ -		$ 79,200		$ 1,461,600		$ 1,296,000		$ 936,000		$ 309,600	
Annual Cost	$ 214,600	$ 214,600	$ 214,600	$ 429,200	$ 737,800	$ 1,167,000	$ 2,140,550	$ 3,307,550	$ 1,479,150	$ 4,786,700	$ 1,084,000	$ 5,870,700	$ 309,600	$ 6,180,300
Cumulative Water Fees to County ($1000s)				$ 290		$ 735		$ 1,317		$ 1,317		$ 1,417		$ 1,417
Annual Cost	$ -		$ 290,000	$ 290,000	$ 445,000	$ 735,000	$ 335,000	$ 1,070,000	$ 247,500	$ 1,317,500	$ 100,000	$ 1,417,500	$ -	$ 1,417,500

Residential Development

PHASE	AREA	OPEN SPACE (AC)	UNITS	DEV. INTENSITY	EST RECORDING (D.U/A.C. YEAR)	OTHER IMPROVEMENTS
1	42.5	13.9	116	2.73	2022	Entrance, Roundabout, Portion of Multi-use Path, Mail Kiosk; Drainage outlet
2	45.1	17.2	178	4.18	2023	Clubhouse; Pedestrian Connectivity
3	40.5	13.7	134	3.42	2024	Additional Mail Kiosk, Canoe Launch; Continue M.U.P
4	42.5	15.7	99	2.33	2025	Dog Park
5	14.3	4.1	40	2.78	2026	
TOTAL	185	64.6	567	3.06		

Commercial Development

PHASE	AREA (Ac.)	OPEN SPACE (Ac.)	COMM. S.F.	MAXIMUM CC	EST. CONST. YEAR
A	1	0.2 +/-	7000 +/-	0.4	2024
B	1.25	0.2 +/-	7000 +/-	0.4	2025
c	1	0.1 +/-	7000 +/-	0.4	2027
D	1.25	0.1+/-	7000 +/-	0.4	2029
E	1	0.2 +/-	7000 +/-	0.4	2031

15.3. In the event that State or federal law is changed after the Effective Date in such a way that prevents compliance with this Development Agreement by SML, the County and SML will review the terms of the aforementioned agreement, and will work together in good faith to modify the affected provisions to the extent reasonable to accomplish both the intended purpose of said agreement and the theretofore associated economic benefits foreseen by the parties

16. Review to Assess Compliance with this Development Agreement.

From time to time, SML and the County may review the good faith execution of the provisions of this Development Agreement by the parties to assure compliance with this Development Agreement and the accomplishment of the purposes originally intended by the parties. The failure of SML to complete any phases of South Mills Landing within the times set forth in this Development Agreement shall not, in and of itself, constitute a material breach of said agreement and whether a material breach exists must be judged based on the totality of the circumstances. The County and SML agree that the development schedule may be influenced by changing market conditions and that once the initial obligation outlined in paragraph 10.7 has been satisfied by SML, a modified development schedule may be proposed that reflects then current market conditions. A County officer designated by the Chairman of the County Commissioners shall conduct a progress review ("Review") every twelve (12) months to determine whether SML remains in good faith compliance with this Development Agreement based upon the totality of the circumstances.

17. Default.

17.1. In the event the County determines in the course of a Review that SML is in material breach of this Development Agreement, the County shall, within a reasonable time after the Review, send notice to SML setting forth (a) with reasonable particularity the nature of the breach and evidence supporting the County's findings and determination, and (b) a reasonable time in which SML may cure the breach. If SML fails to cure the breach within the time provided, the County may unilaterally terminate this Development Agreement by sending a termination notice to SML; provided the termination notice may be appealed to the County's Board of Adjustment in the manner provided in N.C.G.S. § 153A-345(b) (2010).

17.2. For all other defaults and breaches of this Development Agreement by either the County or SML, the non-defaulting Party shall notify the defaulting Party of the default, specifying the nature of the default and providing at least thirty (30) days for the defaulting Party to cure the default. If the default at issue cannot be cured by the defaulting Party within thirty (30) days, then the notice shall specify a reasonable cure period in excess of thirty (30) days, but in no event more than ninety (90) days. If the defaulting Party fails to cure the default within the cure period provided in the notice, then the non-defaulting Party may terminate this Development Agreement or, in the alternative, seek to enforce this Development Agreement through any and all remedies available at law or in equity.

Attachment: Sections 16 and 20.2 (3212 : Development Agreement Extension Request - Amber Curling)

18. Recordation of Agreement.

Pursuant to N.C.G.S. § 153A-349.11 (2010), within fourteen (14) days after the Effective Date, SML shall record this Development Agreement with the register of deeds in Camden County, North Carolina.

19. Term.

Pursuant to N.C.G.S. § 153A-349.4 (2010), the term of this Development Agreement shall be a period of ten (10) years from the Effective Date.

20. Miscellaneous.

20.1. Force Majeure. The parties hereto shall not be liable for any failure to perform hereunder as a result of an external event or events beyond their respective control, including, without limitation, acts of the United States of America, acts of the State of North Carolina, embargos, fire, flood, drought, hurricanes, tornadoes, explosions, acts of God or a public enemy, strikes, labor disputes, vandalism or civil riots. However, if any such event interferes with the performance by a party hereunder, such party shall diligently and in good faith act to the extent within its power to remedy the circumstances affecting its performance or to complete performance in as timely a manner as is reasonably possible.

20.2. Amendment and Cancellation. This Development Agreement may be amended or canceled by mutual consent of the County and SML, and their successors or assigns. Minor amendments will be processed administratively. Major amendments will require Public Hearing. No amendment to this Development Agreement shall be effective, unless such amendment is reduced to a written agreement signed by the parties hereto.

20.3. Recitals. The recitals of this Development Agreement are material terms of this Development Agreement and shall be binding upon the parties.

20.4. Severability. If any section, subsection, sentence, clause, phrase or portion of this Development Agreement is for any reason held invalid or unconstitutional by a non-appealable, final decision from any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions hereof.

20.5. Notice. All notices or other communications required or permitted to be served hereunder shall be deemed served in accordance with this Development Agreement if the notice is (a) mailed in a sealed wrapper and deposited in the United States mail, certified mail, return receipt request, postage prepaid; or (b) deposited with a national overnight courier service that retains receipts of its deliveries. Notices or other communications shall be properly addressed as follows:

The County: County of Camden
P.O. Box 190
117 North NC 343
Camden, NC 27921
Attn: County Manager

Attachment: Sections 16 and 20.2 (3212 : Development Agreement Extension Request - Amber Curling)

ORDINANCE NO. 2022-02-01

ADDENDUM to Exhibit D of the South Mills Landing Development Agreement

Camden County, North Carolina

This is an amendment to the Development Agreement for the South Mills Landing Subdivision made on February 15, 2021. between the following two parties:

Legal Entity:

South Mills Landing LLC, (SML) a North Carolina LLC

AND

County of Camden, a North Carolina County

Both above listed legal entities have agreed in the original Development Agreement to have the ability to modify the development schedule if both parties agree to the new terms.

Original Development Agreement

Exhibit D of the Development Agreement is a timeline of the phasing for the South Mills Landing Subdivision Planned Development which was adopted by the Camden County Board of Commissioners under Ordinance No. 2020-09-01 on November 2, 2020.

The schedule in 2020/2021 is the construction plan approval of 116 lots. The schedule in 2021/2022 is the final plat recordation of 116 lots. The schedule in 2022/2023 is the construction plan approval of 178 lots, the final plat recordation of 178 lots and the completion of 11 houses. The schedule in 2023/2024 is the construction plan approval of 230 lots, final plat recordation of 134 lots and the completion of 203 houses. The schedule in 2024/2025 is the final plat recordation of 99 lots and the completion of 180 houses. The schedule in 2025/2026 is the construction plan approval of 40 lots, the final plat recordation of 40 lots and the completion of 130 houses. The schedule shows in 2026/2027 is the completion of 43 houses.

Amendment to Schedule of Exhibit D

The original Exhibit D document is hereby altered in the following ways:

The schedule in 2021/2022 is the construction plan approval for 116 lots. The schedule in 2022/2023 is the final plat recordation of 116 lots. The schedule in 2023/2024 is the construction plan approval for 178 lots, the final plat recordation of 178 lots and the completion of 11 houses. The schedule in 2024/2025 is the construction plan approval of 230 lots, the final plat recordation of 134 lots and the completion of 203 houses. The schedule in 2025/2026 is the final plat recordation of 99 lots and the completion of 180 houses. The schedule in 2026/2027 is the construction plan approval of 40 lots, the final plat recordation of 40 lots and the completion of 130 houses. The schedule in 2027/2028 is completion of 43 houses.

Attachment: ADDENDUM to SML Development Agreement Schedule Exibit D (3212 : Development Agreement Extension Request - Amber

Adopted by the Board of Commissioners for the County of Camden this 7th day of February, 2022.

County of Camden

_____
Ross B. Munro, Chairman
Board of Commissioners

ATTEST:

_____ [SEAL]
Karen Davis
Clerk to the Board

Attachment: ADDENDUM to SML Development Agreement Schedule Exibit D (3212 : Development Agreement Extension Request - Amber

CAMDEN COUNTY
NORTH CAROLINA · USA
Boundless Opportunities.

Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 5.B
Meeting Date: February 07, 2022

Submitted By: Ken Bowman,
Administration
Prepared by: Karen Davis

Item Title **Needs-Based Public School Capital Fund Grant Application - Ken Bowman**

Attachments: Grant_AgendaSummary (DOCX)
Needs-Based Public School Capital Fund Grant (PDF)

Agenda summary and supporting documentation attached.

Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: February 7, 2022

Submitted By: Ken Bowman, County Manager

Item Title: Needs-Based Public School Capital Fund Grant Application

SUMMARY:

The construction of a new high school has been determined a critical need in Camden County. This is a difficult financial burden for a small, rural county which depends on property taxes as the primary revenue source. In order to keep this project moving forward, the Board of Education had to reduce the project scope to stay within the proposed tax rate increase. Reductions have made the project a financial reality but at the same time brought the project to the point that further reductions will not only reduce space but will reduce functionality. To date, reductions have removed an auxiliary gymnasium/emergency shelter, a media production center, and auditorium.

The opportunity to apply for additional grant funding has given Camden County increased optimism in recovering those areas of the school that were deleted in the earlier phase. Since this is a new high school, Camden County is applying for the maximum grant allowed up to $50M. Although this is a significant increase from the earlier grant, there are a number of criteria on which Camden County will be evaluated to determine the exact amount it will receive.

The grant award will be used to build a new high school facility which will house both Camden County High School (CCHS) and Camden Early College High School (CECHS). The new facility will be constructed on acreage owned by Camden County government. Facility floor plans have been developed and approved by the Camden County Board of Education and the NC Department of Public Instruction.

Local matching funds will be determined after the NC Department of Public Instruction has evaluated the application and notified Camden County as to the grant amount. Upon receiving the Needs Based Public School Capital Fund grant, the County will enter into an agreement with the Department of Public Instruction detailing the use of the funds, in accordance with GS 115C-546.12.

Attachment: Grant_AgendaSummary (3220 : Needs-Based Public School Capital Fund Grant Application - Ken Bowman)

Needs-Based Public School Capital Fund

2021 Grant Application

Application Deadline: March 15, 2022

Rev. 12/17/2021

North Carolina Department of PUBLIC INSTRUCTION

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital Fund Grant Application - Ken Bowman)

NEEDS-BASED PUBLIC SCHOOL CAPITAL FUND 2021 GRANT APPLICATION

PROGRAM CRITERIA

Date: February 8, 2022

BACKGROUND

The Needs-Based Public School Capital Fund was established to assist counties with their critical public school building capital needs. Grants from the NBPSCF are funded with revenue from the NC Education Lottery. Grant funds are available to eligible counties for construction of new school buildings and additions, repairs, and renovations of existing school facilities.

APPLICATION TIMELINE

- Guidance Issued — December 17, 2021
- Application Deadline — March 15, 2022
- Award Announcements — April 12, 2022 (anticipated)

ELIGIBILITY

Counties with an adjusted market value of taxable real property of less than $40 billion are eligible to apply for a grant under the NBPSCF program. The list of eligible counties is published by DPI annually prior to the NBPSCF application period. The list of eligible counties for FY2021-22 is available here: https://www.dpi.nc.gov/districts-schools/district-operations/school-planning/capital-funding

Grant funds must be used only for construction of new school buildings and additions, repairs, and renovations. Grant funds cannot be used for real property acquisition or for capital improvements to administrative buildings.

PROGRAM FUNDING

Funding available for the NBPSCF grant awards totals $395 million for FY2021-22.

MATCHING FUNDS

Counties receiving a grant are required to provide local matching funds from county funds, other non-state funds, or a combination of these sources, in accordance with G.S. 115C-546.11. Local matching fund requirements range from 0% to 35% of the grant amount, and are published by DPI annually prior to the NBPSCF application period. The local match requirement applicable to the project is the published local match requirement in effect at the time of the grant award. Local matching requirements for FY2021-22 grant applicants are available here: https://www.dpi.nc.gov/districts-schools/district-operations/school-planning/capital-funding

PROGRAM CRITERIA

Date: February 8, 2022

MAXIMUM AWARD

Grant award maximums are as follows:

- Up to $30 million for an Elementary School
- Up to $40 million for a Middle School
- Up to $50 million for a High School

Applications will be reviewed in the context of projected enrollment to evaluate the reasonableness of project size and scope.

REPORTING

Grant recipients are required to submit a report by April 1 of each year, with each grant funds distribution request, and upon completion of the project, detailing: the use of grant funds, progress on the project, and impact of the project on the county's school capital plan.

Grant funds will be disbursed in a series of payments based on the progress of the project. To receive a distribution, the grant recipient must submit a request for distribution, along with documentation of the expenditures for which the distribution is requested, and evidence that the matching requirement has been met. DPI will provide grant recipients with Reporting and Distribution Request forms following announcement of awards.

AGREEMENT

A county receiving Needs-Based grant funds is required to enter into an agreement with the Department of Public Instruction detailing the use of grant funds, in accordance with G.S. 115C-546.12. DPI will provide grant recipients with Agreement Forms following announcement of awards. Signed Agreements are due within 60 days of award announcement.

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital Fund Grant Application - Ken Bowman)

NEEDS-BASED PUBLIC SCHOOL CAPITAL FUND 2021 GRANT APPLICATION

PROGRAM CRITERIA

Date: February 8, 2022

EVALUATION

Applications are evaluated on critical needs, budget detail, and the following criteria per G.S. 115C-546.10:

Prioritization	Definition/Calculation/Data Source
Prior Recipient	Counties previously awarded grant funds from the NBPSCF that have not yet started construction of the project may apply to increase the grant award. [SL 2021-180, 4.4.(b)]
Tier Designation	Counties designated as development tier one areas.
Ability to Generate Tax Revenue	Total revenue generated by a one-cent per $100 valuation increase in the county property tax rate. (NC State Treasurer, Analysis of Debt of North Carolina Counties 6-30-2020)
Ratio of Debt to Tax Revenue	Debt: Sum of County Debt from [General Obligation Bonds, Installment Purchase Debt, Special Obligation Bonds, QZABs and QSCBs, Certificates of Participation] (NC State Treasurer, Analysis of Debt of North Carolina Counties 6-30-2020) Revenue: Sum of County Revenues from Property Taxes, Other Taxes, and Sales Tax, FY 2019-20 (NC Department of Revenue, Statistical Abstract of North Carolina Taxes 2020)
Critical Deficiency	The extent to which a project will address critical deficiencies in adequately serving the current and future student population.
Facility Construction	Projects with new construction or complete renovation of existing facilities.
Facility Replacement	Projects that will consolidate two or more schools into one new facility.
Applicant Status	Counties that have not received a grant in the previous three years.

NEEDS-BASED PUBLIC SCHOOL CAPITAL FUND 2021 GRANT APPLICATION

CONTACT INFORMATION

Date: February 8, 2022

SUBMIT ONE APPLICATION PER SCHOOL CAMPUS – A PROJECT MAY INCLUDE MULTIPLE BUILDINGS

County: Camden County

Primary Contact: Ken Bowman

Title: County Manager

Address: P O Box 190, Camden, North Carolina 27921

Phone: 252-335-6363

email: kbowman@camdencountync.gov

School Unit: Camden County Schools

Primary Contact: Dr. Joe Ferrell

Title: Superintendent

Address: 174 NC Highway 343 North, Camden, North Carolina 27921

Phone: 252-335-0831, extension 102 or 101

email: jferrell@camden.k12.nc.us

APPLICATION SUBMITTAL

Submit completed applications and supporting materials by Tuesday, March 15, 2022 via email to:

Nathan Maune | School Planning Section Chief | 984-236-2919 | nathan.maune@dpi.nc.gov

SUBMITTAL CHECKLIST – SUBMIT ALL FILES IN PDF FORMAT

- Contact Information
- Application Form
- Project Narrative
- Budget Estimate
- Additional Documentation (as appropriate)
- Signed Assurance Page

NEEDS-BASED PUBLIC SCHOOL CAPITAL FUND 2021 GRANT APPLICATION

PROJECT INFORMATION

Date: February 8, 2022

Project Title:
Camden County High School Replacement Project

Location:
Camden County

Type of Facility:
High School

Short Description of Proposed School Construction Project:
See Attachment A

Describe the critical need this project addresses and the impact on student outcomes:
See Attachment B

(please attach additional information as necessary)

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital Fund Grant Application - Ken Bowman)

NEEDS-BASED PUBLIC SCHOOL CAPITAL FUND 2021 GRANT APPLICATION

PROJECT INFORMATION

Date: February 8, 2022

Has this project received a previous NBPSCF grant? ☑ YES ☐ NO

If YES, provide date and dollar amount of previous award(s): On November 5, 2017, Camden County Schools was awarded $2,287,200.00; on November 15, 2019, CCS received $10,000,000.00. See Attachment E.

Was this project identified in the 5-year plan in the 2020-21 Facility Needs Survey? ☑ YES ☐ NO

If not, provide explanation and attach equivalent information:

Will this project replace any existing facilities? ☑ YES ☐ NO

If YES, which school(s): This project will replace the brick and mortar CCHS facility and the modular units which currently house Camden Early College High School. Camden County High School was constructed in 1926 with additions in 1952 and 2003. Modular units were purchased in 2006 for CECHS (formerly known as CamTech High School). These modulars are still in use 15 years later.

How many students will be served by this project? As of 12.02.21, there are 469 students at CCHS and 143 students at CECHS

Has Advanced Planning been done for this project? ☑ YES ☐ NO

As of 10.14.21, design progress was 90% construction documents, documents had been submitted to NC DOI and NC DPI and final bid documents should be completed by early December. However, because of budget restrictions, modifications had to be made. For example, the new high school will not have an auditorium

Have Construction Documents been completed for this project? ☐ YES ☑ NO

Anticipated or Actual Bid Date: The procurement phase is projected to be December 12, 2022 to March 3, 2023

Estimated Start Date of Construction: The projected start date of construction is August 21, 2023

Estimated Completion Date of Construction: The projected construction completion date is December 6, 2024

NEEDS-BASED PUBLIC SCHOOL CAPITAL FUND 2021 GRANT APPLICATION

PROJECT BUDGET

Date: February 8, 2022

Estimated Project Costs	Local (non-State)	NBPSCF Grant Funds	Total
Planning	$ 1,432,374	$ 3,647,304	$ 5,079,678
Construction	$ 16,113,467	$ 41,030,293	$ 57,143,760
Other Costs*	$ 2,090,220	$ 5,322,403	$ 7,412,623
Total	$ 19,636,061	$ 50,000,000	$ 69,636,061

*Project costs normally categorized as 'owner's direct costs' on a construction project – may include items such as site surveys, materials testing, site utilities, geotechnical reports, etc. Land acquisition costs are not eligible.

Source(s) of required Local Matching Funds:

Local matching funds will be provided by Camden County Commissioners through successful Bond Referendum (Nov., 2021) funds.

Have any of the Local Matching Funds been expended at the time of application? ☑ YES ☐ NO

If YES, provide amount expended: A total of $3,083,174.44 has been spent. Camden County received a reimbursement of $1,462,138.75 from the grant funds.

If YES, provide description of work: Property Due Diligence, Design, and Pre-construction Services

Estimated Project Expenditures by Fiscal Year (show estimated period over which funds will be spent by Fiscal Year)

Total Expenditures	2021-22 or earlier	2022-23	2023-24	2024-25 or later	Total
Local Match (Non-State Funds)	$ 907,817	$ 2,006,472	$ 11,182,132	$ 5,539,640	$ 19,636,061
Requested NBPSCF Grant Funds*	$ 2,723,451	$ 6,019,417	$ 33,546,396	$ 7,710,737	$ 50,000,000
	$ 3,631,268	$ 8,025,889	$ 44,728,528	$ 13,250,377	$ 69,636,061

*Total requested grant funding cannot exceed maximum allowed under G.S. 115C-546.11(c) .

NEEDS-BASED PUBLIC SCHOOL CAPITAL FUND 2021 GRANT APPLICATION

ADDITIONAL DOCUMENTATION

Date: February 8, 2022

Any project funded with a grant from the Needs-Based Public School Capital Fund must follow the same review process as any other LEA capital project.

- A registered Architect and/or registered Engineer shall prepare the drawings and specifications in accordance with G.S. 133-1 through 133-4.1, as applicable.
- School Planning design review is required. Design documents must be submitted at appropriate intervals during design – SD, DD, and CD. Neither the LEA nor the County shall invest any funds in construction of the project until the review process is completed.
- Transmittal of drawings and specifications to School Planning must include the form at: https://www.dpi.nc.gov/media/581/download
- Design of the project should be in compliance with DPI School Planning Guidelines: https://www.dpi.nc.gov/districts-schools/district-operations/school-planning
- DPI Facility Design Guidelines can be found at: https://www.dpi.nc.gov/media/569/download
- DPI School Science Facility Requirements can be found at: https://www.dpi.nc.gov/media/570/download https://www.dpi.nc.gov/media/571/download
- For projects involving the closing of an existing school, the LEA must follow these procedures: https://www.dpi.nc.gov/media/13311/download
- For projects involving the demolition of an existing school building, the LEA must follow the closing procedure noted above and must submit a Feasibility and Cost Analysis: https://www.dpi.nc.gov/media/544/download

NEEDS-BASED PUBLIC SCHOOL CAPITAL FUND 2021 GRANT APPLICATION

ASSURANCE PAGE

Date: February 8, 2022

By signing below, we assure the North Carolina Department of Public Instruction that we are officials of our respective organizations and we are authorized to submit this application on behalf of these organizations.

We certify the following:

- The information provided in this proposal is correct and complete.
- The project described in the application is within the parameters of the Needs-Based Public School Capital Fund as required in Article 38B of G.S. 115C-546, and that all of the required local funding is available and designated as a match for this project.
- All Needs-Based Public School Capital Fund grant proceeds and the required Local Matching funds will be used for the construction project described in the application.
- We will work cooperatively with the North Carolina Department of Public Instruction in monitoring and evaluating the progress of the project to meet statutory reporting requirements. We will report on project status and State and local funds expended by April 1 of each year, at the time of each distribution request, and within 90 days of project completion.
- Upon receiving a Needs-Based Public School Capital Fund grant award, we will enter into an agreement with the Department of Public Instruction detailing the use of grant funds, in accordance with G.S. 115C-546.12.
- All applicable federal and state laws will be adhered to, including promotion of equal opportunity without regard to race, color, religion, gender, age, disability, political affiliation, or national origin.
- Generally accepted fiscal control and accounting procedures will be followed to ensure proper disbursement and accounting of funds from the Needs-Based Public School Capital Fund grant proceeds and required Local Matching funds.

_____

(Signature – Chair, County Commissioners) (Date)

_____

(Signature – Chair, Board of Education) (Date)

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital Fund Grant Application - Ken Bowman)

ATTACHMENT A

Short Description: (Attachment A)

The grant award will be used to build a new high school facility which will house both Camden County High School (CCHS) and Camden Early College High School (CECHS). The new facility will be constructed on acreage owned by Camden County government. Facility floor plans have been developed and approved by the Camden County Board of Education. Local matching funds were secured in November, 2020, when 73% of Camden County citizens supported a bond referendum which will increase county taxes by 3% for the cost of the school. Farming is the biggest industry in the County and Camden County Schools is the entity which employs the most people in the county. Camden is a small rural county dependent on tax payers to support the construction project. The overwhelming support of Camden County citizens reflects the level of overwhelming support for a new high school facility to meet the safety and educational needs of students in the district.

ATTACHMENT B

Critical Need for Project: (Attachment B)

Currently, two high schools (Camden County High School and Camden Early College High School) are situated on a 22-acre block of land; however, if wetlands on the property are excluded, the site is 15.6 acres. The current facility is bordered as follows: (1) railroad tracks, (2) swamp land, (3) a major highway in front of CCHS and (4) a heavily traveled rural road. **(An overview of the property is attached as Attachment C.)** Several accidents have occurred at this four-way intersection of Highway 158 and NC Highway 343. Note there is a very busy Duck-Thru across from the school and grain elevators are located by the railroad tracks which is concerning especially when local farmers are harvesting crops and delivering grain and from the elevators by 10 and/or 18-wheeled trucks after which the grain is hauled from the elevators by train. Highway 343 is also the road onto which buses and CECHS staff, parents and students feed in and out of depending on the time of day. Buses, staff, parents and student drivers also feed off and on of Highway 158 in front of CCHS which requires some drivers to go a short distance to the stop lights at the intersection to make a U-Turn because no left turn is allowed when leaving out of the front exit at CCHS. (The overview will show the highway medians which prevent left turns.) The current location of CCHS and CECHS makes expansion impossible. The limited traffic patterns around the school create safety issues for all traffic and the size of the site does not allow for a separate student drop off or the separation of bus traffic and all other traffic. CCHS was constructed in 1926 and additions were made in 1952 and 2003. The square footage of CCHS is 68,318. Modular units were purchased for CECHS (formerly CamTech High School) in 2006 and the square footage of CECHS is 8,664.

Beyond the safety issues of traffic in this congested area, both schools are functionally inadequate to serve the current educational needs of our high school students. Our students suffer limited programing because the infrastructure of the building is unable to provide adequate spaces and power supply as well as meet the current technology needs. Though the size and design of the facility have presented many challenges over the years, this has been most evident since the onset of the COVID pandemic. Classroom size does not allow social distancing which delayed students' return to in-person instruction. To meet social distancing requirements, the student population had to be divided into groups, only allowing a specific number of students in the building each day. For months, this arrangement allowed high school students only one day of in-person instruction until the guidelines were relaxed enough to bring all students back with rigid mask requirements. In addition, the small classroom spaces have created an atmosphere of teaching in isolation, and the facilities/spaces for Career and Technical Ed as well as the Arts are inadequate to the point of limiting programing which the new facility will allow. Project-based instruction cannot be implemented successfully simply because the facility does not allow space enough to accommodate.

CECHS modular units are located behind the main building (CCHS) on the same campus and from 2006 to 2020, there were no restrooms in the units. Restrooms were added mid-year 2020 but currently there is no food service, media center facilities or water fountains at CECHS. Students must transition via an open breezeway to CCHS to access these accommodations, creating not only an inconvenience but more importantly, a safety issue. Additionally, adverse weather conditions negatively impact students and staff when transitioning from CECHS to CCHS. Also, in the event of high winds, CECHS must be evacuated into CCHS which creates a safety challenge considering CECHS is housed in modular units because of space limitations at CCHS.

Both CCHS and CECHS facilities are poorly insulated which cause high energy consumption and excessively high energy bills creating another negative impact on budgets. Both County officials and CCS administrators are aware that there is great potential for dramatic growth in the student population since Camden County is located adjacent to the rapidly expanding Hampton Roads area of Virginia. Also, the County has approved several large housing developments have been which will have a direct impact on enrollment. A Long Range Facility Plan was completed in 2019 and will be attached hereto for additional information **(Attachment D)**. At the time of the study, all schools were deemed to be over or at capacity. As of the date of this application, that data is still accurate and school capacity fluctuates annually based on the class size of each grade level with exception of CCHS and CECHS. Both of those schools have been over capacity for years. The overage at the high school impacts all schools in the district because regardless of class size, grade levels remain the same in each of the five buildings. For the 2021-2022 SY, modular units were needed at Grandy Primary School to house kindergarten classes meaning students must be escorted from these units to go to restrooms, the cafeteria and specials. With the construction of the new high school facility, space will be made available so that grade ranges can be re-designated. Currently, Grandy Primary School is grades K-3; Camden Intermediate School is 4-6; Camden Middle School is 7-8, CCHS is 9-12 and CECHS is 9-13.

In summary, the new high school project is a critical need in Camden County but is a difficult financial undertaking for a small, rural county with little industry for tax base. The previous grant award, reduced interest rates and community support by way of the bond referendum have made building a new school a feasible prospect. The Board of Education had to cut the project scope to keep the tax increase under a specific percentage in consideration of our citizens. Reductions have made the project a financial reality but at the same time brought the project to the point that further reductions will not only reduce space but will reduce functionality. To date, reductions have removed an auxiliary gymnasium/emergency shelter, a media production center, and auditorium. Additional grant funding would allow Camden County to construct an efficient and vital facility which will enhance and expand academic opportunities for all students in Camden County for many years to come.

Attachment C

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

Attachment D

CAMDEN COUNTY
new energy. new vision.

CAMDEN COUNTY SCHOOLS
SUCCESS IN EDUCATION

LONG RANGE FACILITY PLAN

2019

M. B. Kahn
KAHN Construction Co., Inc.

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital Fund Grant Application - Ken Bowman)

M. B. Kahn
KAHN Construction Co., Inc.
Since 1927

September 16, 2019

Ken Bowman, County Manager
Camden County, North Carolina
P.O. Box 190
Camden, NC 27921

RE: Long Range Facility Plan 2019

Dear Mr. Bowman,

Our team would like to commend the leaders of Camden County, NC and Camden County Schools for your commitment to providing exceptional learning and working environments for your students, teachers, and staff. We were honored to partner with you and are pleased to submit this Long Range Facility Plan 2019.

Camden County's leadership and staff have been great partners throughout this process. At every school without exception, the faculty and staff were extremely welcoming and helpful. Their insights into the inner workings of their schools and the District is critical to the success of this plan. For the countless emails, phone calls, meetings, and inspections, the M. B. Kahn staff wish to extend our greatest thanks and appreciation. We are grateful for the knowledge and patience the community extended us, and appreciate the opportunity to work together to provide healthy, safe, and productive spaces for all your District's students which enhance learning for the 21st Century.

Special appreciation is extended to the following:

Camden County Commissioners
Tom White, *Chairman*
Clayton D. Riggs, *Vice Chairman*
Garry Meiggs
Randy Krainiak
Ross B. Munro

Camden County School Board
Christian Overton, *Chairman*
Dr. Jason A. Banks, *Vice Chairman*
Sissy Aydlett
Kevin Heath
Chris Purcell

County Staff
Ken Bowman, *County Manager*

Superintendent
Dr. Joe Ferrell

We look forward to continuing to work with you and Camden County, NC as you prepare a roadmap to continue your success in educating students.

Sincerely,
M. B. KAHN CONSTRUCTION CO., INC.

Robert H. Brax, *Director of Pre-Construction*
ENCLOSURE

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital Fund Grant Application - Ken Bowman)

M. B. Kahn
Construction

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Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital Fund Grant Application - Ken Bowman)

M. B. Kahn
Construction

FACILITY PLAN OVERVIEW

Purpose of the Long Range Facility Plan

Plan Development

- Facility Tours and Meetings
- Analyses
- Cost Development

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital Fund Grant Application - Ken Bowman)

PURPOSE OF THE LONG RANGE FACILITY PLAN

In March 2019, M. B. Kahn Construction Co., Inc., in partnership with Camden County, NC, initiated a Long Range Facility Plan with the following three goals:

- To assess the District's current facilities' conditions
- To evaluate the District's current facilities' expansion capability
- To offer options to address the District's long range facility needs

This assessment addresses existing facilities' conditions, needs, and future plans to provide a blueprint which can be used to reinforce proactive, cost-effective and appropriate actions district-wide. Recommended implementation options offered in this resulting document provide construction strategies which will result in safe, healthy and functional learning spaces, responsive to 21st Century learning methods and facility needs unique to each school. This is a collaborative report, drawing on input from stakeholders within the Camden County community including County and District leadership, school leaders, teachers, and facility operations staff.

This Long Range Facility Plan was presented on September 16, 2019 to the Board of Commissioners, School Board, and other stakeholders. Though this plan focuses on the current and impending needs of the District, it is a living document and will be most effective when District stakeholders review and update action strategies as needed to reflect constraints and opportunities that may arise in the dynamic nature of School District activities.

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital Fund Grant Application - Ken Bowman)

PLAN DEVELOPMENT

Facility Tours and Meetings

In developing Camden County School's Long Range Facility Plan, the initial task was a professional assessment of the physical and functional condition of each school in the District. In May 2019, M. B. Kahn's inspectors visited the District's five schools and reviewed key facility components, such as:

- educational environments
- occupant health and safety
- buildings' core ages
- buildings' condition
- facility crowding
- site layout
- site condition
- current use and future plans

During the inspections, M. B. Kahn representatives also interviewed principals and facilities staff to address immediate and future needs for their respective facility and campus. The results of these inspections and interviews were used to establish baseline data for the assessment.

Analyses

The analysis of information gathered during the facility tours and meetings, and comprehensive data provided by County and District leadership, allowed M. B. Kahn's staff to identify each facility's challenges. While the goal for creating secure and conducive learning spaces requires addressing individualized needs at each school, it is impossible to create meaningful plans without understanding the overall needs of the District. In this assessment, student enrollment was analyzed based on enrollment data collected by the North Carolina Department of Education and projected growth from Camden County's anticipated housing developments. From these analyses, combined with input from the County and District leadership, M. B. Kahn staff formulated a series of long range facility options and recommended action strategies for the District. It is the intent of this process to provide an adaptive, responsive plan which will be a foundation for strategic planning benefitting student learning and providing high-quality, safe and healthy facilities for Camden County Schools in years to come.

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital Fund Grant Application - Ken Bowman)

Cost Development

As part of this Long Range Facility Plan, M. B. Kahn was tasked with providing projected costs for the options recommended to address Camden County School's facility needs. The process of determining these projected costs was based on the team's extensive experience in the areas of facilities planning, design, and construction. In evaluating the District's facility challenges, careful analysis was given to identify a direction or goal for remedying each issue. The team investigated alternative options and then assessed the feasibility of each option. The selection of the preferred or best approaches were then assessed for the anticipated cost.

The cost figures utilized in this assessment are intended to be sufficient enough for facilities that represent in value and cost what taxpayers conceptualize as a "good buy". In short, the goal is to get the most long-term value for the money spent. These total estimated costs include costs for design fees, site development, construction, furniture and equipment, technology, and anticipated inflation.

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital Fund Grant Application - Ken Bowman)

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INTRODUCTION

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital Fund Grant Application - Ken Bowman)

CAMDEN COUNTY
new energy. new vision.

CAMDEN COUNTY SCHOOLS
SUCCESS IN EDUCATION

LONG RANGE FACILITY PLAN

2019

M. B. Kahn
KAHN Construction Co., Inc.

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

Introduction

M. B. KAHN

Over **90** years in business

Top **10** Educational Firm

80% of our projects are public schools

Planning/design of over **1200** K-12 projects

And . . .

Introduction

DEVELOPED OVER 100 LONG RANGE FACILITY PLANS

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

Introduction

Our Process:

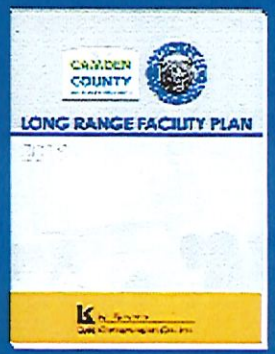
COLLECT

- Visit Sites
- Meet with Leadership
- Data Research

ANALYZE

- Establish Goals
- Develop Options
- Review with Leadership

REPORT



Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

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COUNTY PROFILE

Impact of Development: County Growth

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital Fund Grant Application - Ken Bowman)

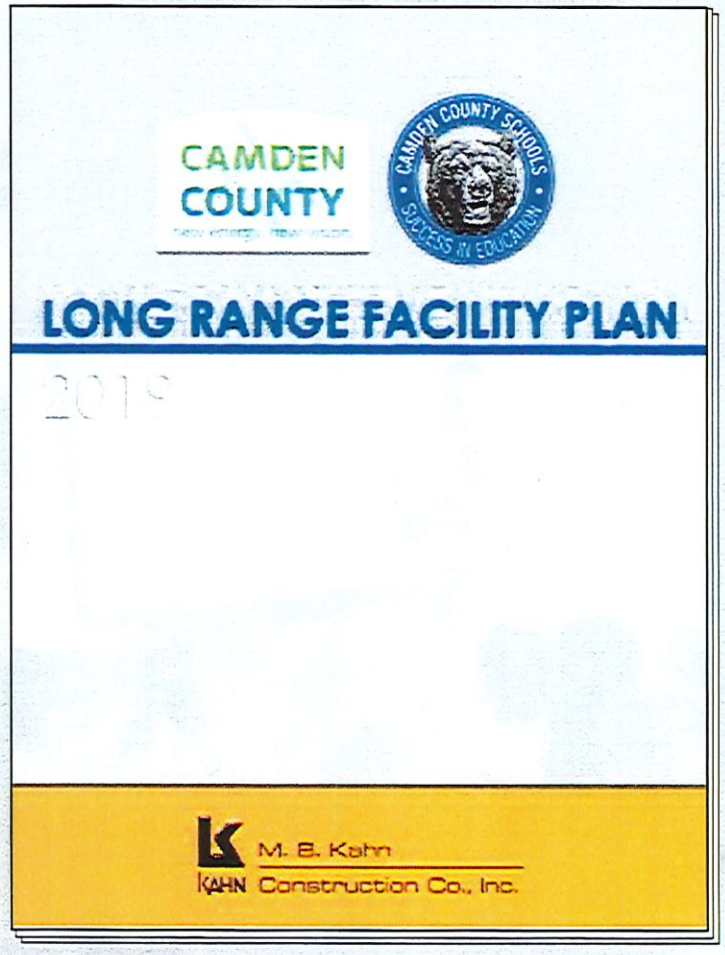
The Report

County Profile

Existing Schools

School Options

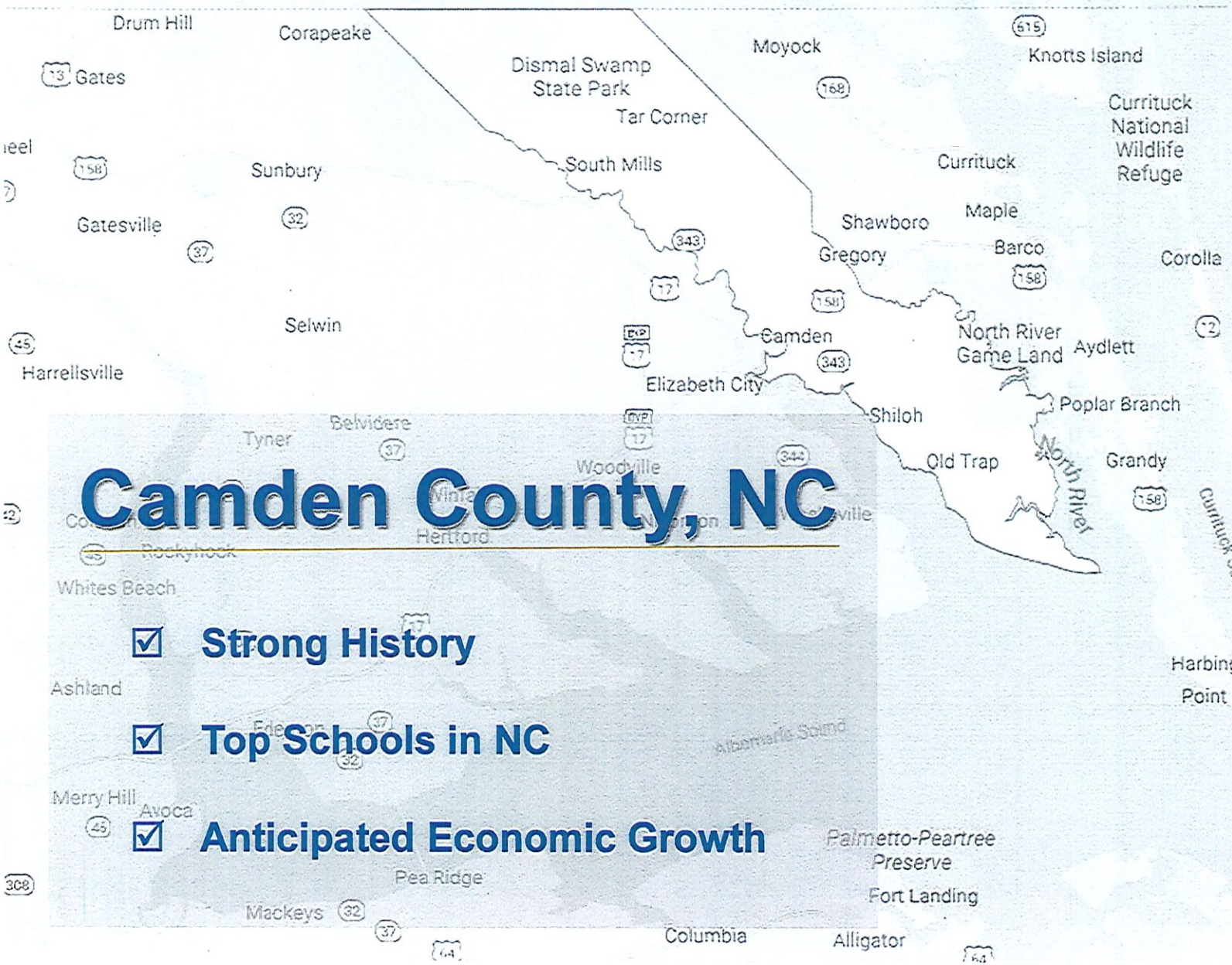
Next Steps



Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

KAHN

County Profile

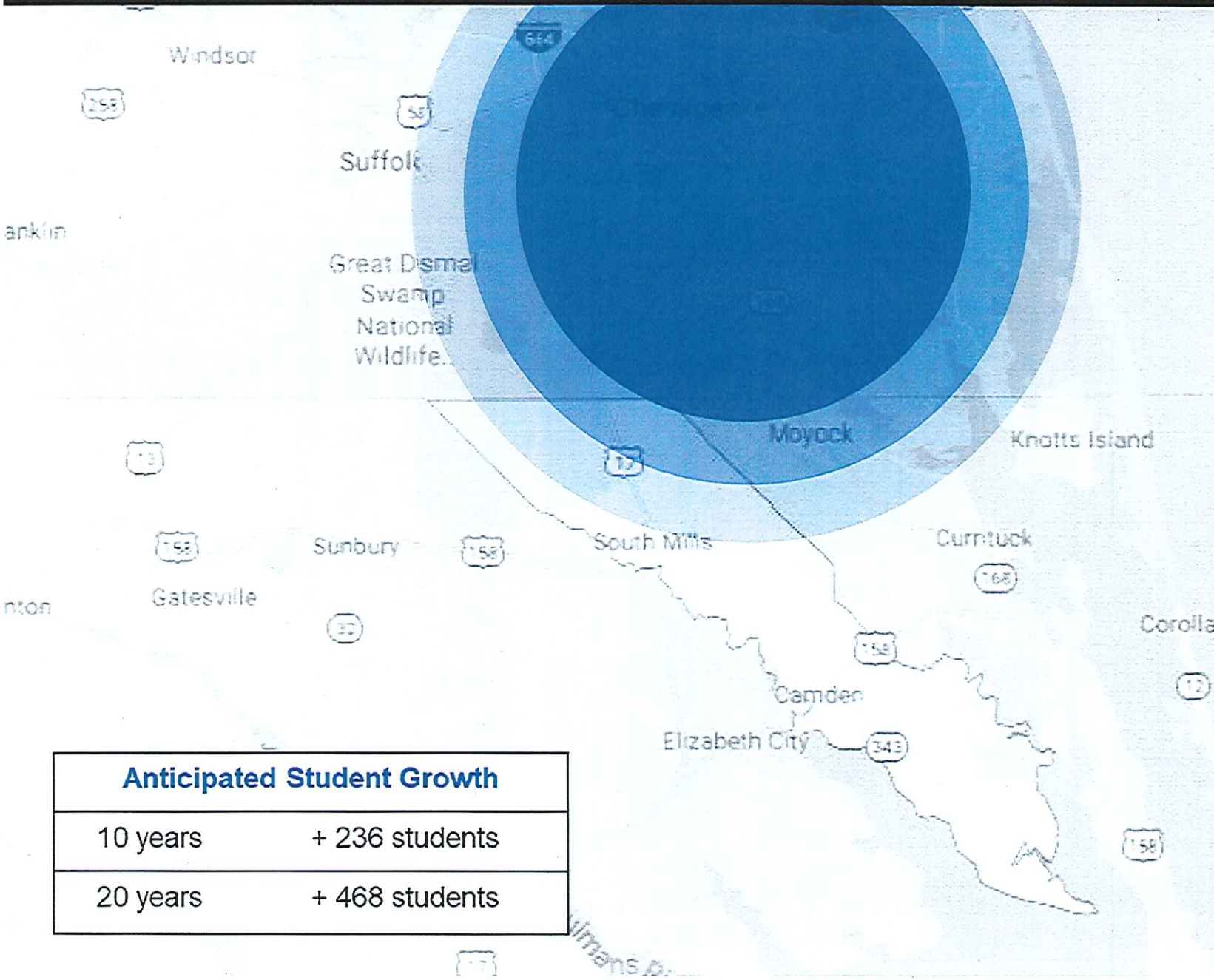


Camden County, NC

- ☑ **Strong History**
- ☑ **Top Schools in NC**
- ☑ **Anticipated Economic Growth**

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

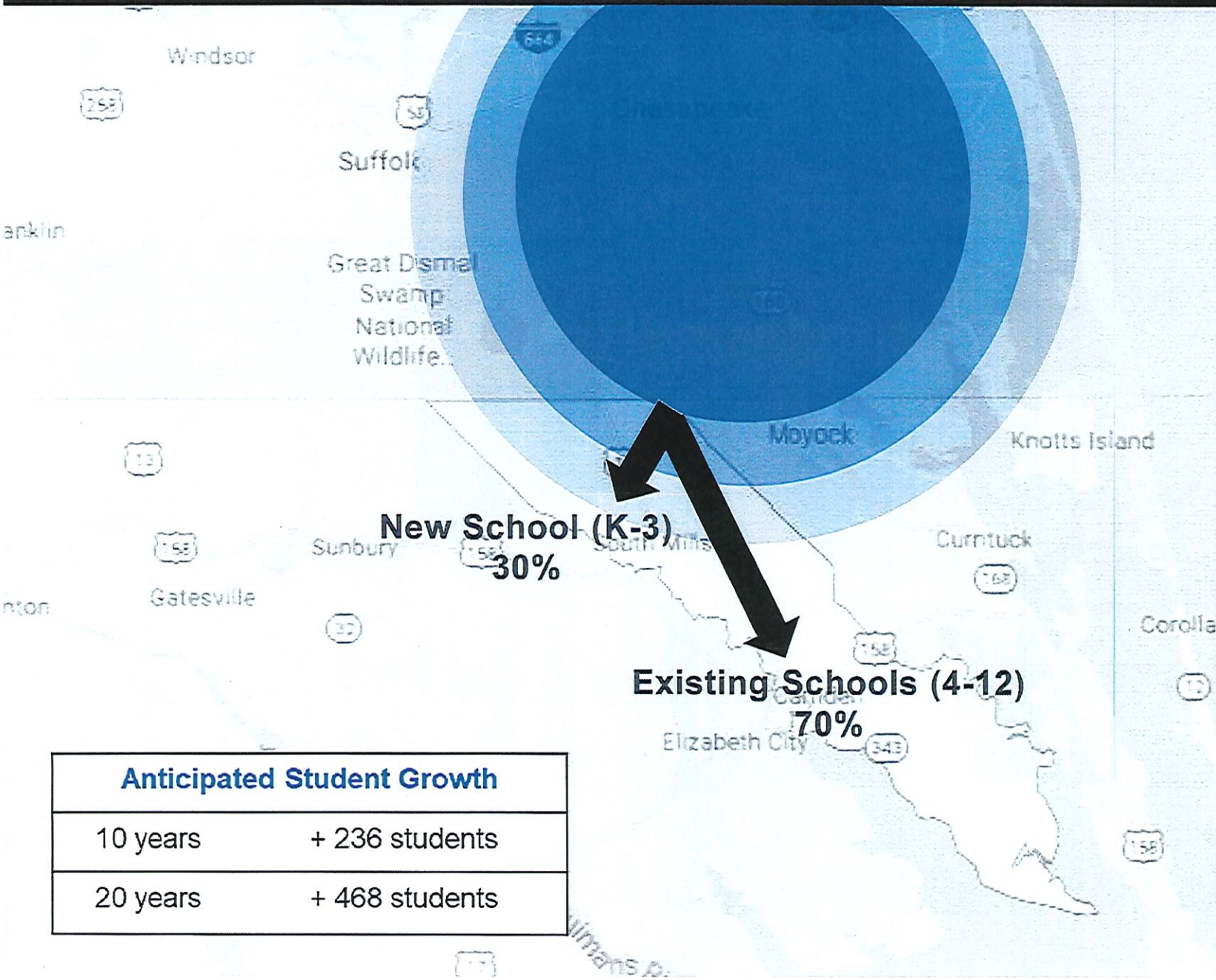
Impact of Development: County Growth



Anticipated Student Growth	
10 years	+ 236 students
20 years	+ 468 students

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

Impact of Development: County Growth



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Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

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EXISTING SCHOOLS

Physical Condition

Educational Program Spaces

Facility Capacity

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital Fund Grant Application - Ken Bowman)

The Report

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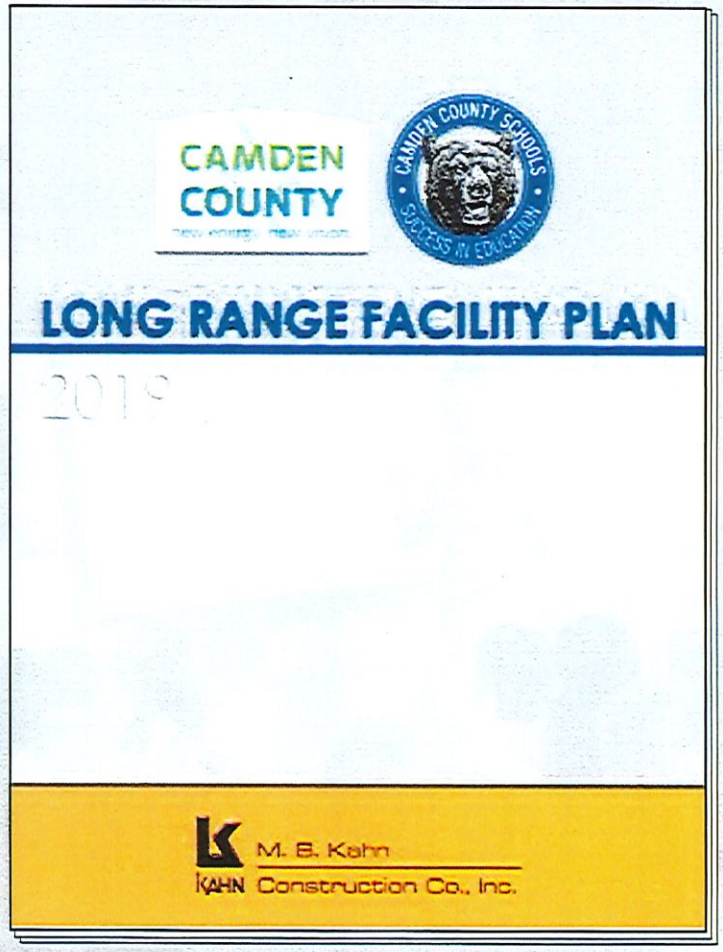
Existing Schools

School Options

Next Steps



Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

Existing Schools

Physical Condition

Educational Program Spaces

Facility Capacity

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

Existing Schools

Physical Condition

Building

- Infrastructure
- Finishes
- Accessibility
- Health and Safety
- Maintenance

Site

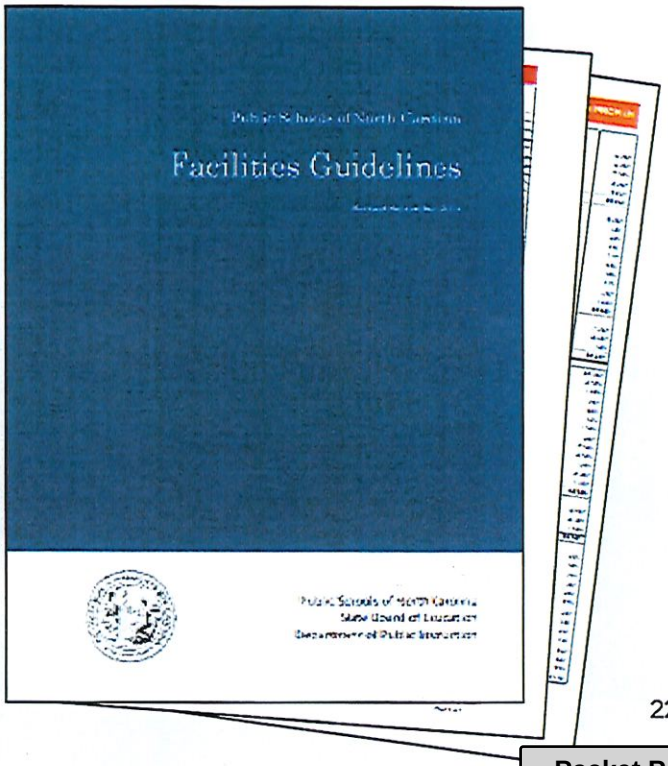
- Circulation
- Utilities
- Safety
- Expansion Capability
  - No room to expand

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

Existing Schools

Educational Program Spaces – *Space is a limiting factor*

- Courses that today's students and employer's demand
- A combination of traditional and high-tech
- Putting Camden County's students at a competitive disadvantage in the work force



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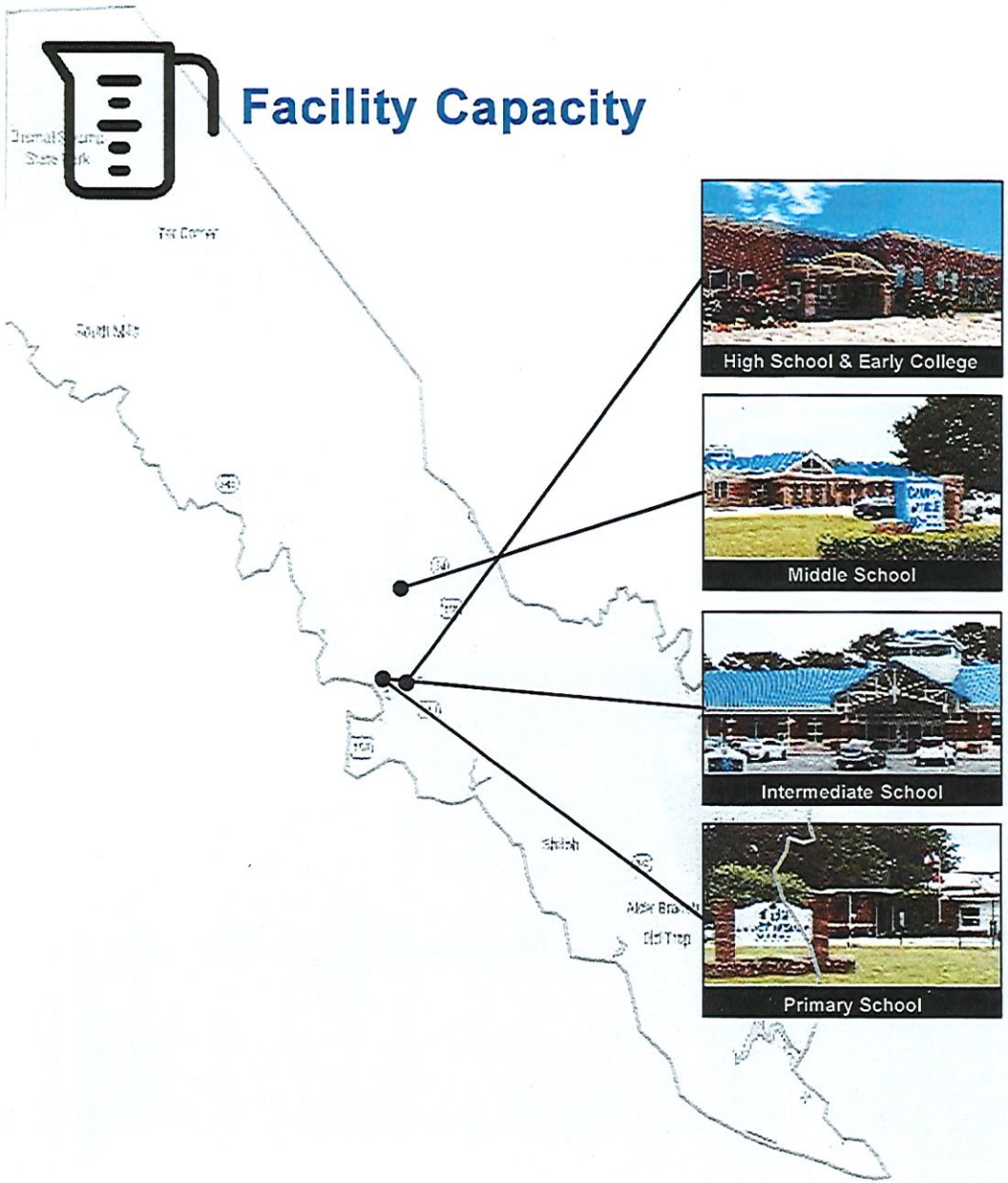
Existing Schools

Facility Capacity



CURRENT USE

Grades	Enrollment	
9-12 Early College	611	• OVER Capacity • Limited space for additions
7-8	306	• At Capacity • Limited space for additions
4-6	415	• At Capacity • Limited space for additions
K-3	530	• At Capacity • Limited space for additions
	1,862	

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

Existing Schools

Facility Capacity

- Use of temporary spaces – not a long-term solution
- Limited site for building additions
- Limited ability to absorb growth
- Limited ability to expand program offerings

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

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SCHOOL OPTIONS

Option Development

Proposed Options

Cost Summary

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The Report

County Profile

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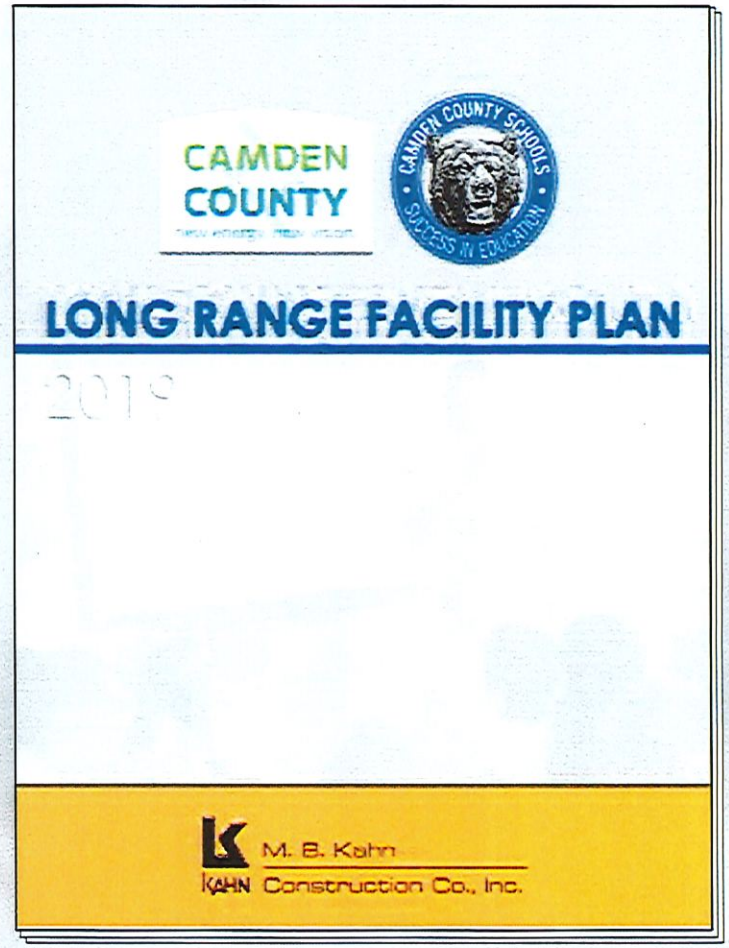
School Options

Next Steps



Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

OPTION DEVELOPMENT

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

School Options

OPTION 1

$46M - $48M

	CURRENT		
Camden County HS & Early College	9 - 12	→	9 - 12 + NEW ADDITION (Classrooms, Early College, CATE)
Camden MS	7 - 8	→	7 - 8 + NEW ADDITION (Classrooms)
Camden IS	4 - 6	→	4 - 6
Grandy PS	K - 3	→	K - 3

K - 3
NEW FACILITY

Athletics
NEW @ 60 acres

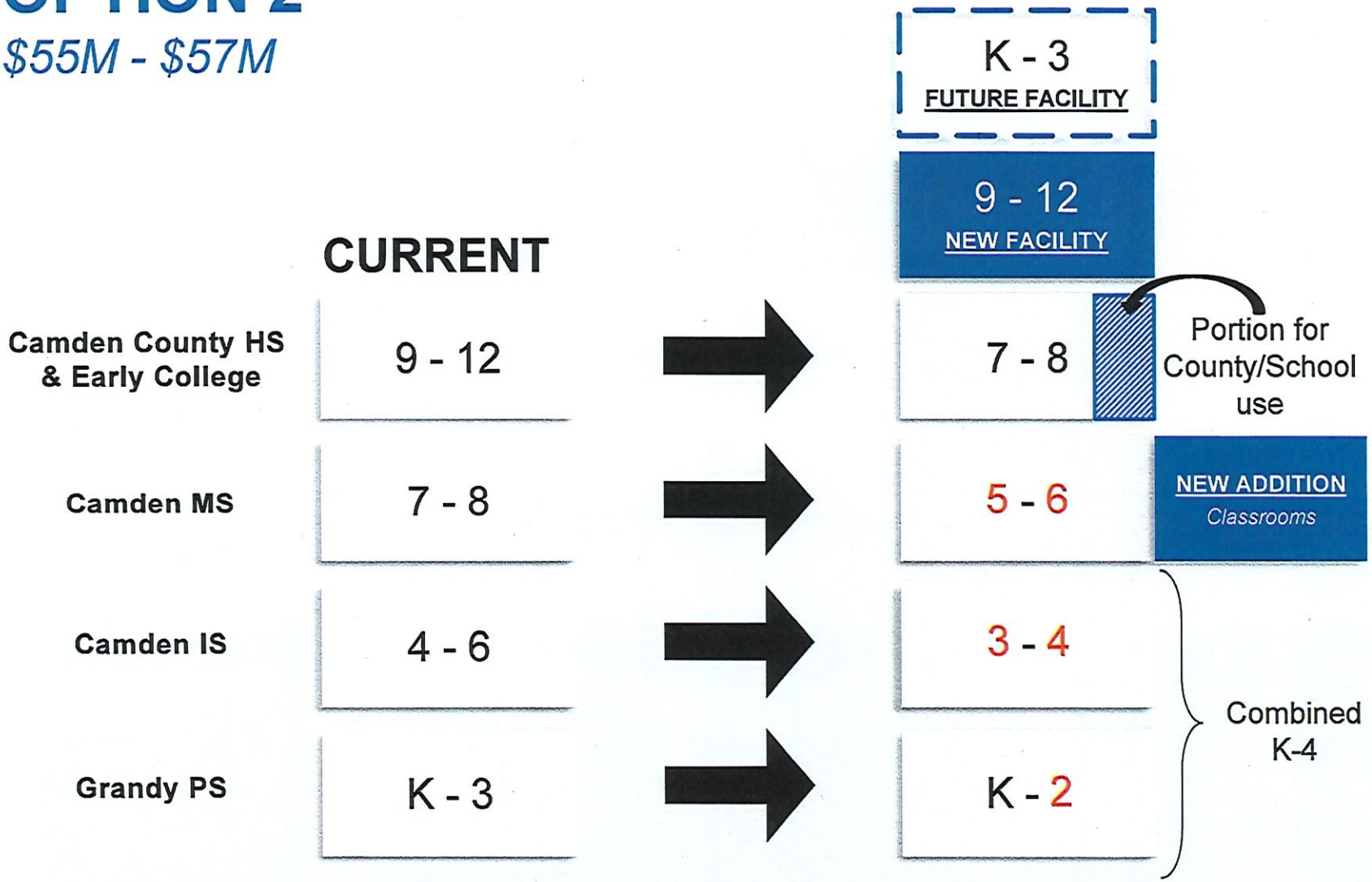
OPTION 1: New K-3 + Additions + New Athletics

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

School Options

OPTION 2

$55M - $57M



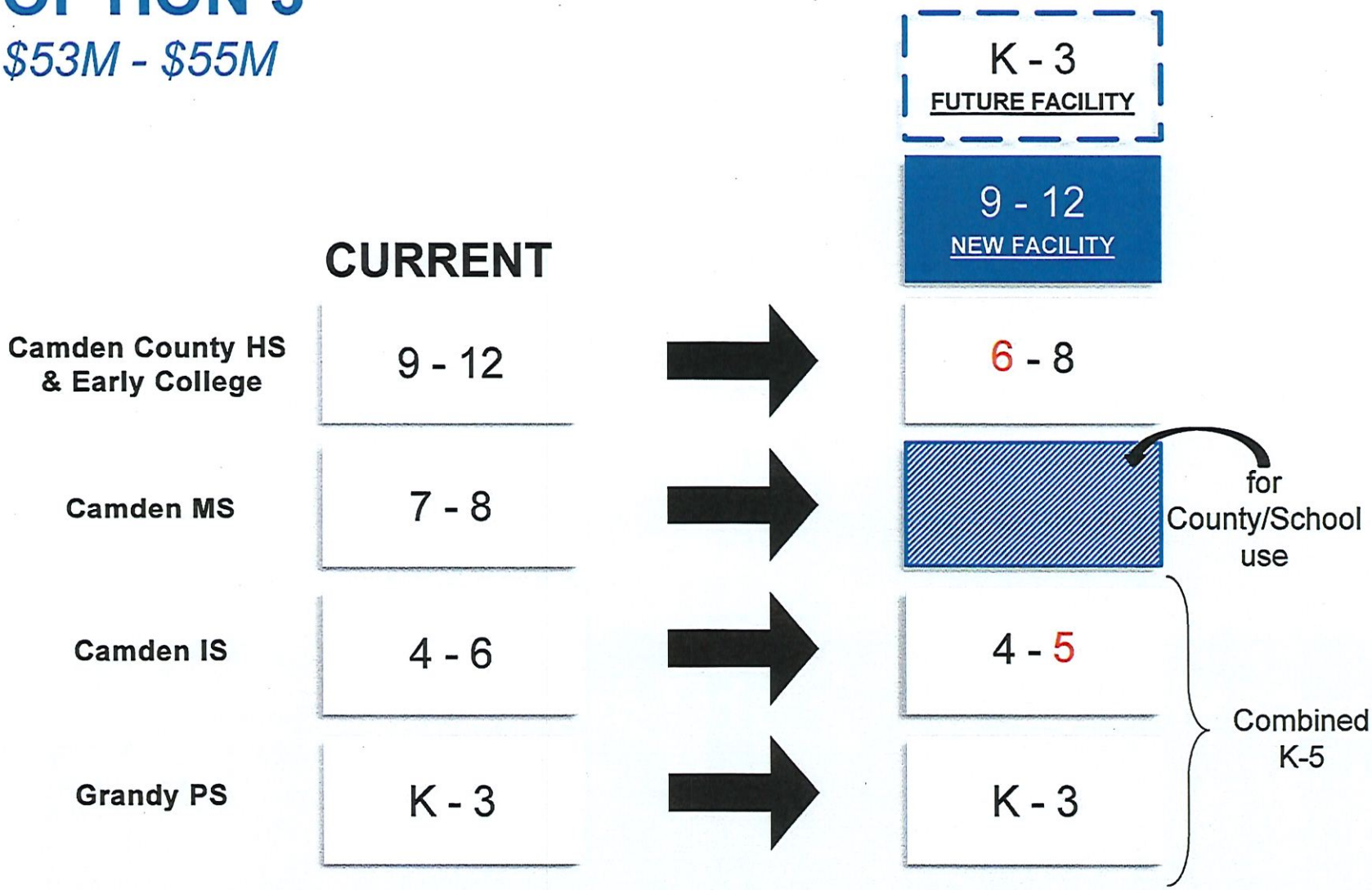
OPTION 2: New HS (9-12, New Athletics, EC, & CATE) + Shifting Grades + Future K-3

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

School Options

OPTION 3

$53M - $55M



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KAHN

School Options

OPTION 4

$36M - $38M

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Camden MS	7 - 8	→	9 & EC	
Camden IS	4 - 6	→	4 - 5	Combined K-5
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OPTION 4: New HS (10-12, Existing Athletics) + Shifting Grades + Future K-3

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Physical Condition

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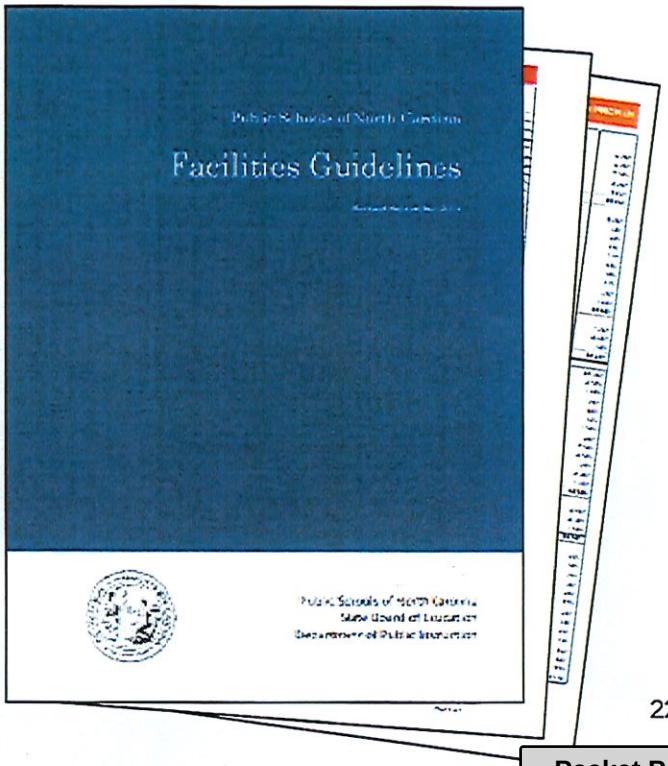

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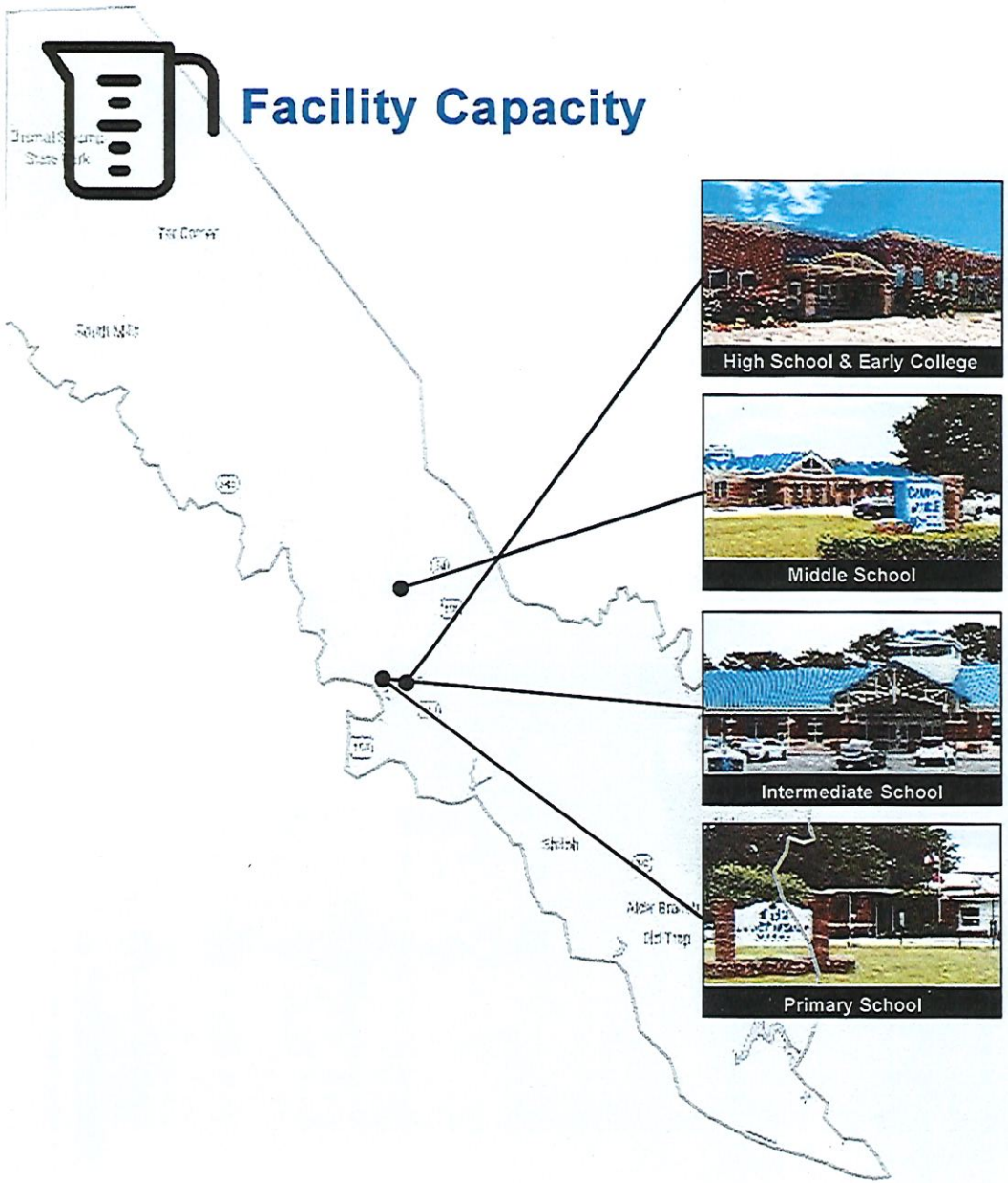
Existing Schools

Facility Capacity



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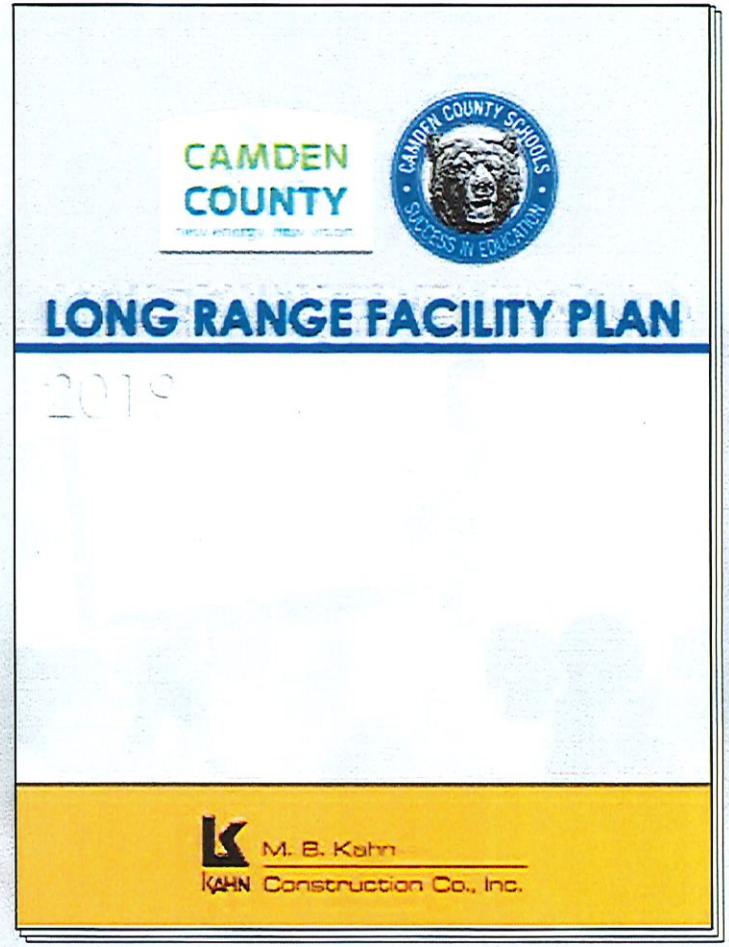
School Options

Next Steps



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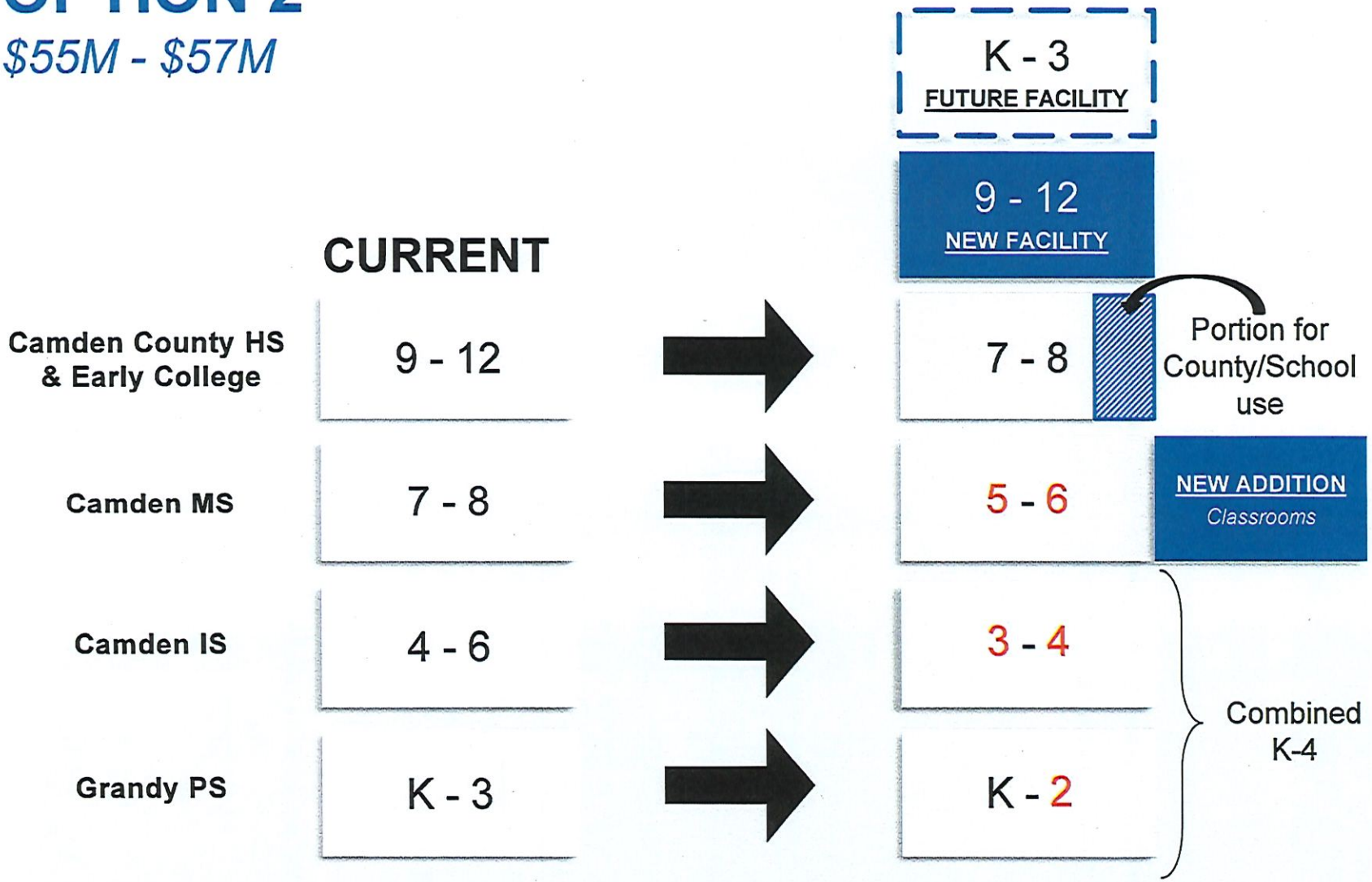
School Options

OPTION 2

$55M - $57M



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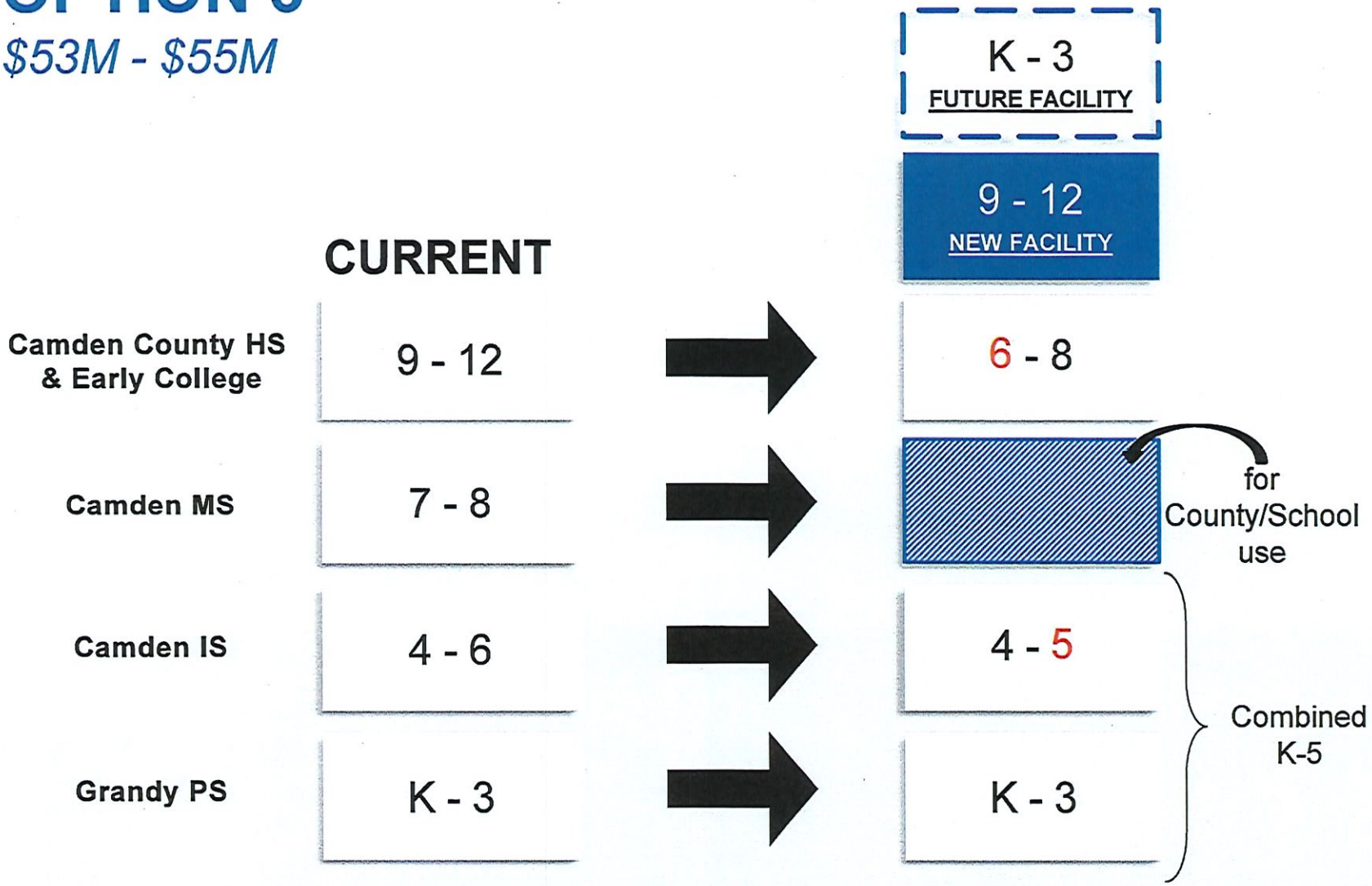

OPTION 3: New HS (9-12, New Athletics, EC) + Shifting Grades + Future K-3

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KAHN

School Options

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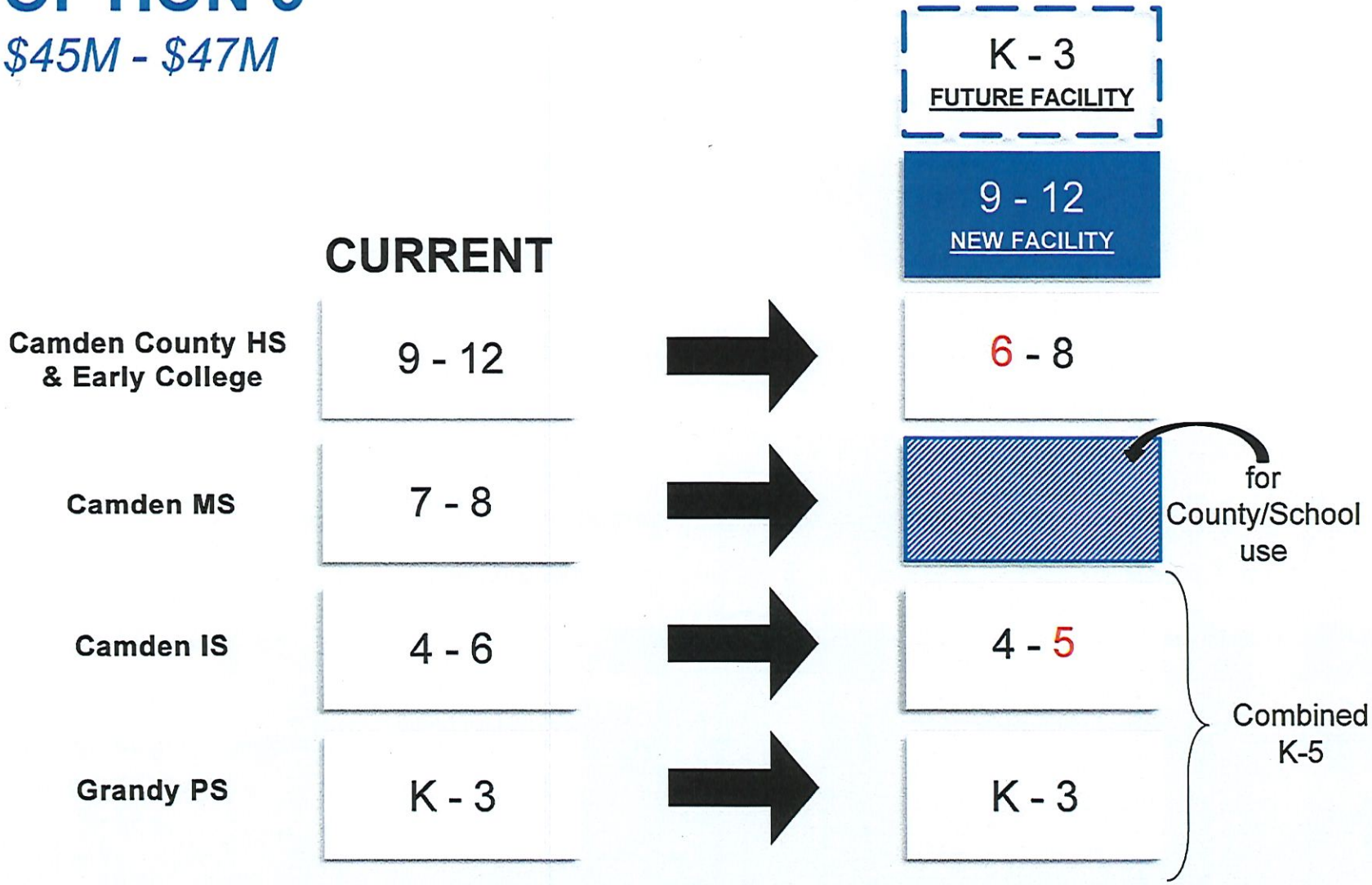
OPTION 4: New HS (10-12, Existing Athletics) + Shifting Grades + Future K-3

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

School Options

OPTION 5

$45M - $47M



OPTION 5: New HS (9-12, EC, Existing Athletics) + Shifting Grades + Future K-3

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

KAHN

School Options

OPTION 1 — $46M - $48M

- New School (K-3) with Land Purchase
- New CATE
- Athletics relocated to 60-acre property
- New Addition at Middle and High Schools

- Limited space to expand

OPTION 2 — $55M - $57M

- Future School (K-3) Land Purchase
- New High School (9-12)
- New Athletics
- New Addition at MS

**Portion of existing HS available for County/School use*

- Limited space to expand

OPTION 3 — $53M - $55M

- Future School (K-3) Land Purchase
- New High School (9-12)
- New Athletics

**Existing MS building available for County/School use*

OPTION 4 — $36M - $38M

- Future School (K-3) Land Purchase
- New High School (10-12)
- Use Existing Athletics

- Splits High School grades

OPTION 5 — $45M - $47M

- Future School (K-3) Land Purchase
- New High School (9-12)
- Use Existing Athletics

**Existing MS building available for County/School use*

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

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NEXT STEPS

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital Fund Grant Application - Ken Bowman)

The Report

County Profile

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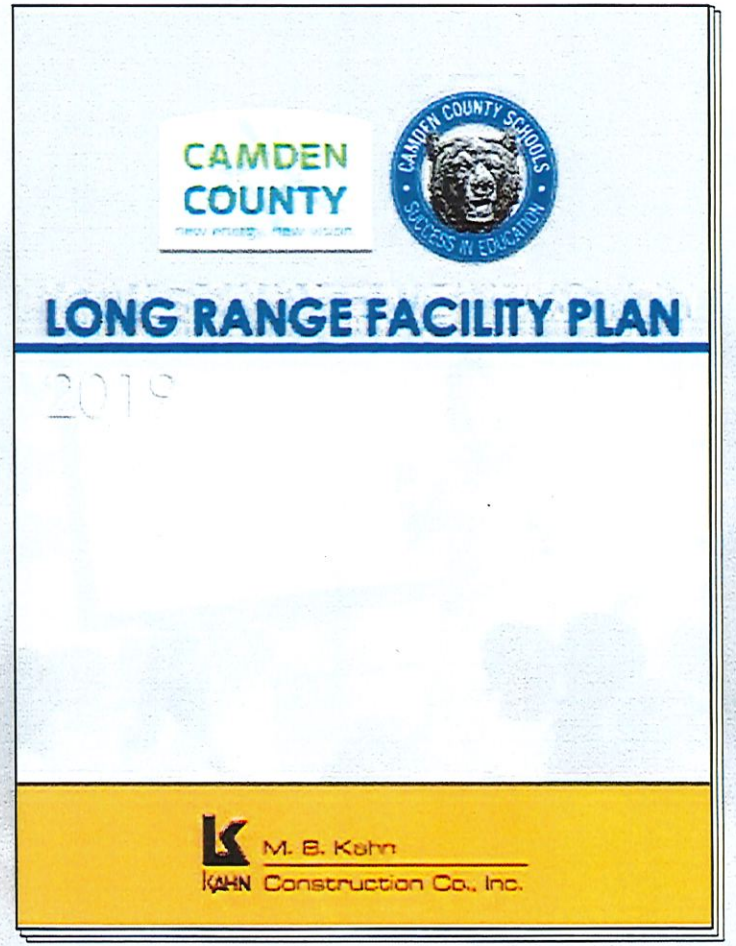
School Options

Next Steps



Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

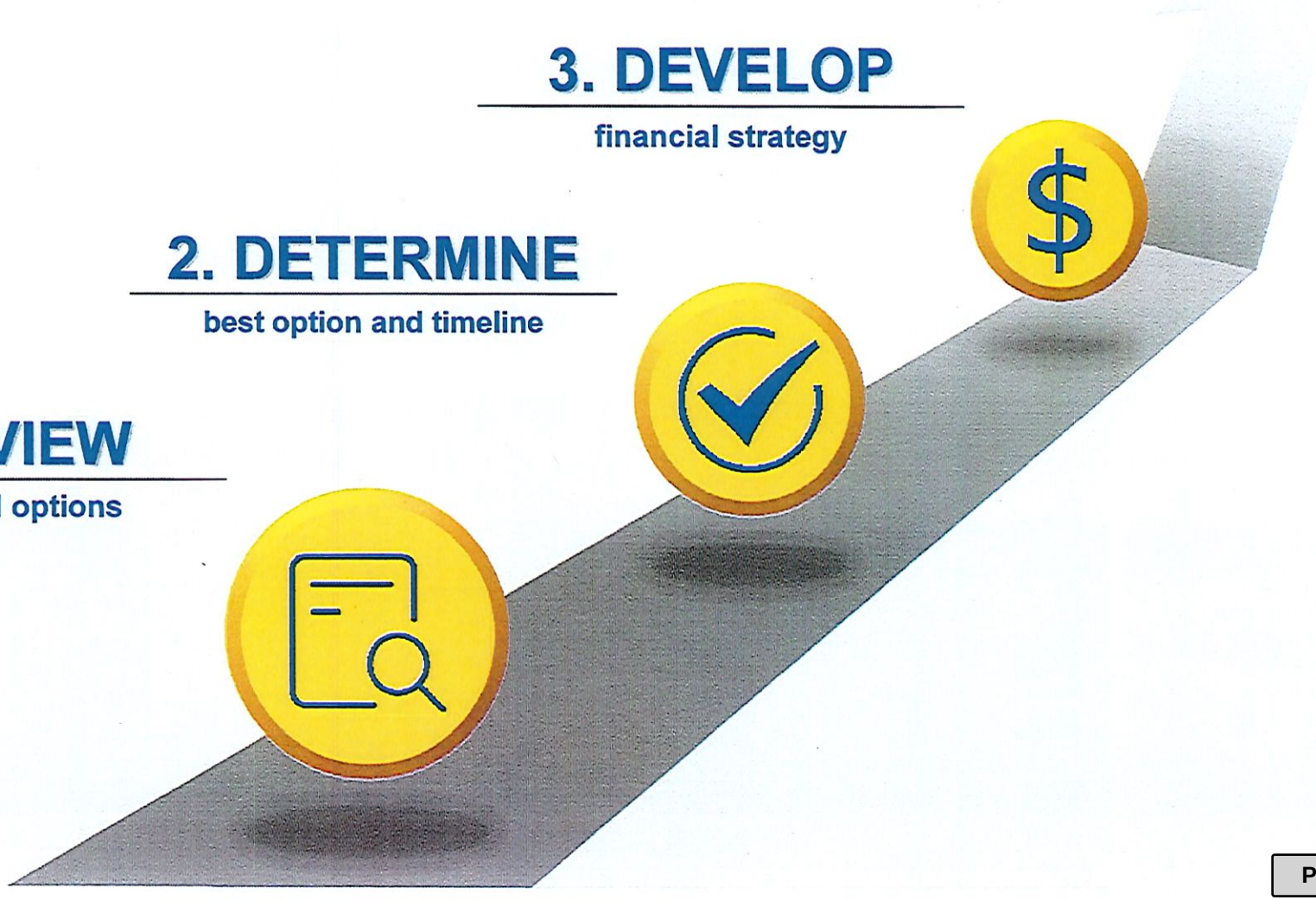
Next Steps

FUTURE

3. DEVELOP
financial strategy

2. DETERMINE
best option and timeline

1. REVIEW
5 proposed options



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KAHN

THANK YOU

KAHN

M. B. Kahn
Construction

APPENDIX

School Photos

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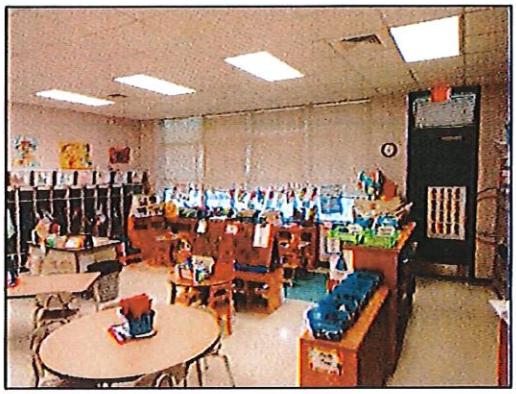
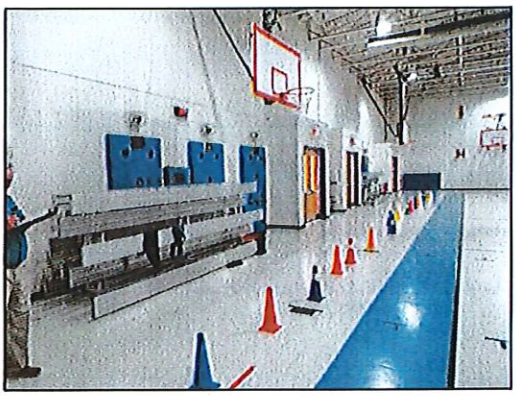
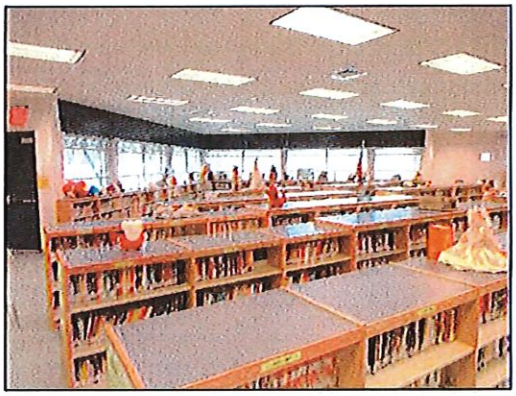
M. B. Kahn Construction

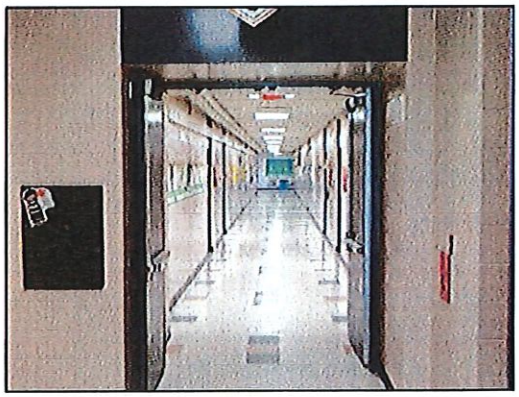
Appendix

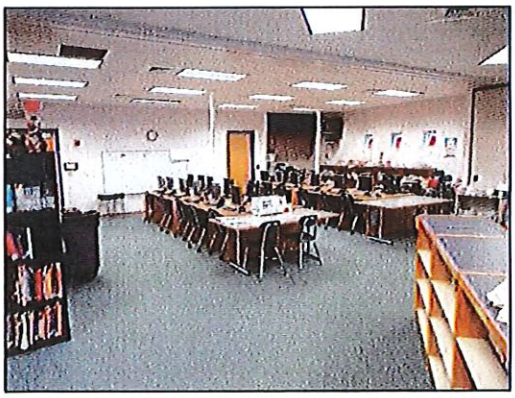
GRANDY PRIMARY SCHOOL











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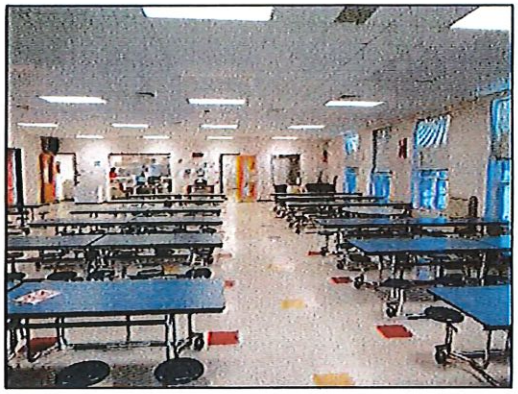
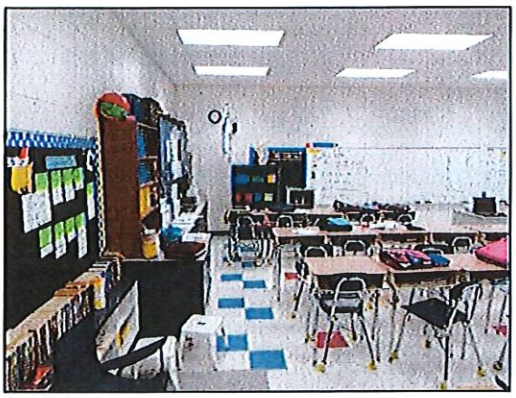
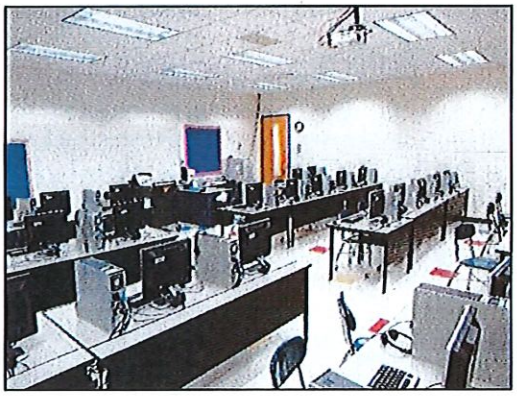
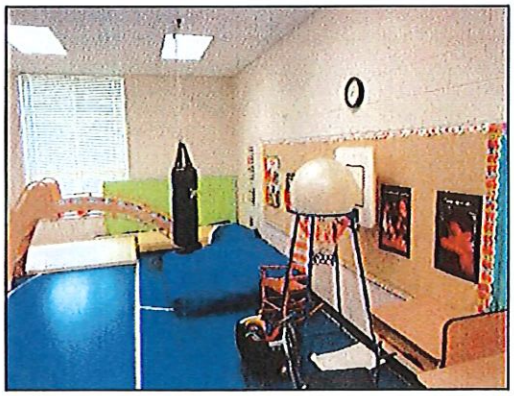
CAMDEN INTERMEDIATE SCHOOL









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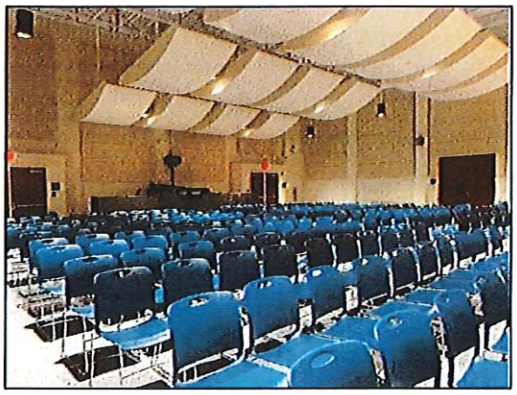
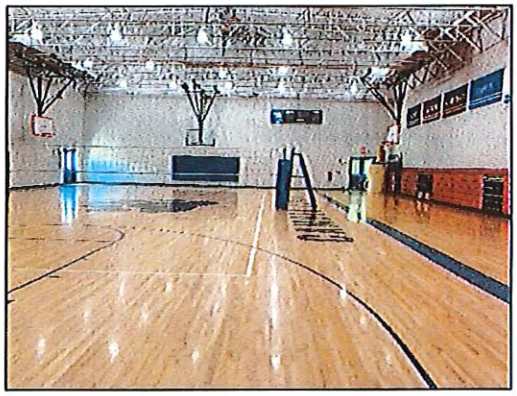
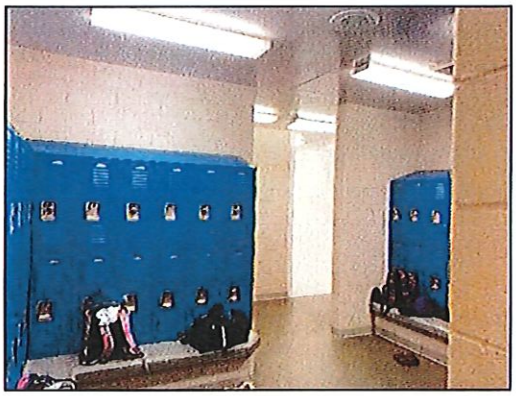
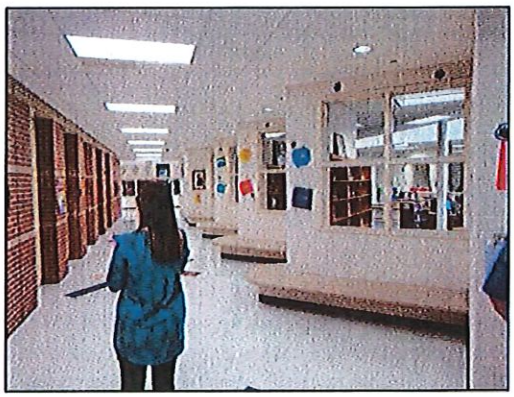
Construction

CAMDEN MIDDLE SCHOOL





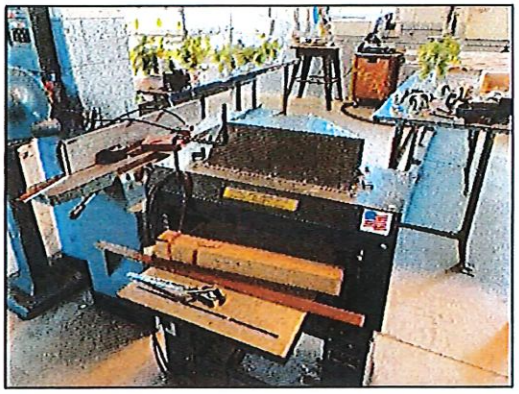


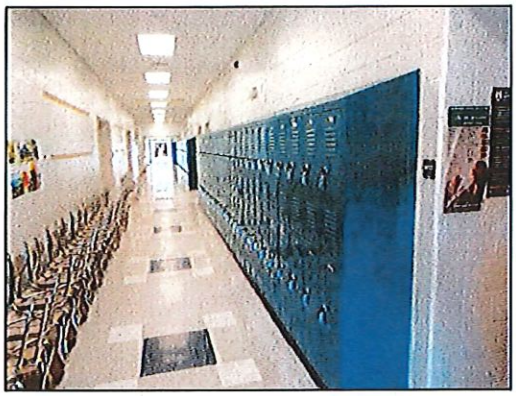


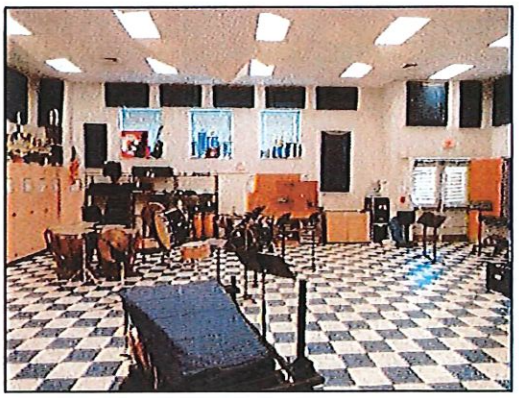
Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital Fund Grant Application - Ken Bowman)

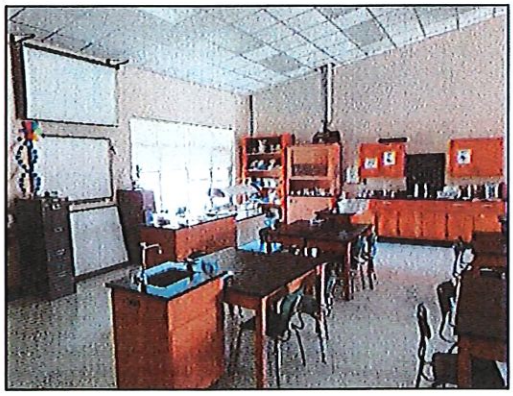
KAHN
M. B. Kahn
Construction

CAMDEN COUNTY HIGH SCHOOL







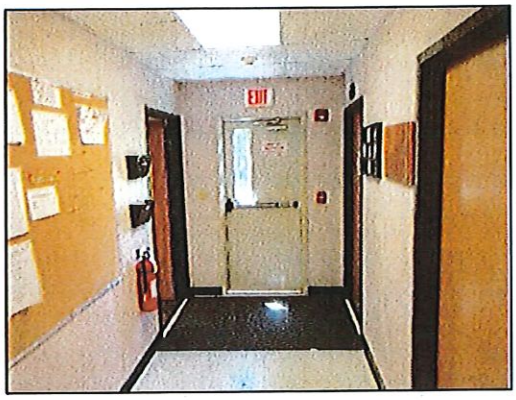


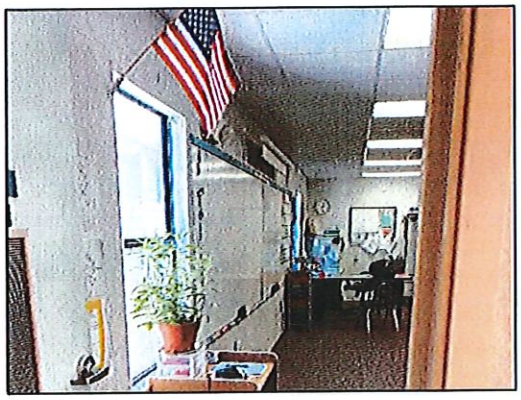
Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital Fund Grant Application - Ken Bowman)

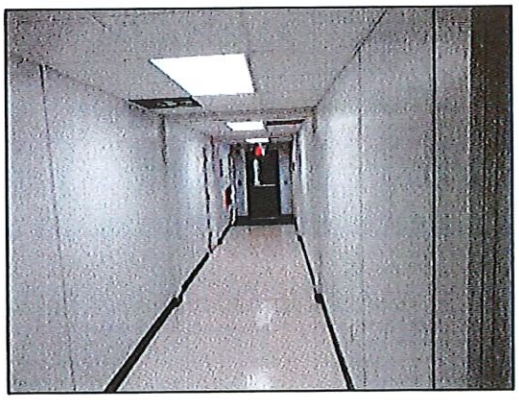
KAHN
M. B. Kahn
Construction

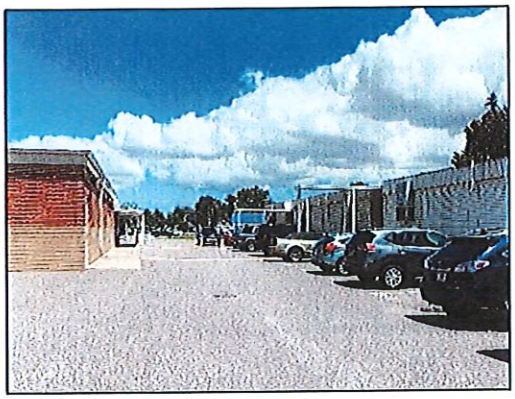
Appendix

CAMDEN EARLY COLLEGE HIGH SCHOOL









Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital Fund Grant Application - Ken Bowman)

Camden County Schools
Camden, NC

Anita Cuthrell <acuthrell@camden.k12.nc.us>

Re: Grant Awards

1 message

Nathan Maune <Nathan.Maune@dpi.nc.gov> Wed, Jun 24, 2020 at 10:54 AM
To: Anita Cuthrell <acuthrell@camden.k12.nc.us>

Anita -

Yes, the letter and email that you attached are the official notifications. Please let me know if you have any other questions.

Thanks,
Nathan

Nathan Maune, AIA
Section Chief
School Planning Section
NC Department of Public Instruction
301 N. Wilmington Street
Raleigh, NC 27601-2825

T: 984-236-2919 [NEW]
nathan.maune@dpi.nc.gov

From: Anita Cuthrell <acuthrell@camden.k12.nc.us>
Sent: Wednesday, June 24, 2020 10:16 AM
To: Nathan Maune <Nathan.Maune@dpi.nc.gov>
Subject: Grant Awards

CAUTION: External email. Do not click links or open attachments unless verified. Send all suspicious email as an attachment to Report Spam.

Good morning. I hope you are well.

On November 5, 2017, we received an email from Drew Elliot advising Camden County Schools was awarded $2,287,400. On November 15, 2019, we received a letter from Mark Johnson advising we had been approved for an award of at least $10,000,000. I have been unable to locate official letters stating the exact amounts of these two awards received. Have we misplaced communication or is the attached the most specific communication provided.

Thank you!

--
Anita Cuthrell
Administrative Assistant to
Dr. Joe Ferrell, Superintendent
Camden County Schools
252.335.0831, ext. 101

All e-mail correspondence to and from this address is subject to NC Public Records Law, which may result in monitoring and disclosure to third parties, including law enforcement.

PUBLIC SCHOOLS OF NORTH CAROLINA
DEPARTMENT OF PUBLIC INSTRUCTION | Mark Johnson, *Superintendent of Public Instruction*
WWW.NCPUBLICSCHOOLS.ORG

November 15, 2019

Dr. Joe Ferrell
Superintendent
Camden County Schools
174 NC Highway 343 North
Camden, NC 27921

Dear Dr. Ferrell:

Congratulations! I am pleased to inform you that your application for funding through the 2019-20 Needs-Based School Capital Fund has been approved for an award of at least $10,000,000, the maximum allowed for a Development Tier 2 county. Since this project was partially funded in 2017 when Camden was a Development Tier 1 county, in the event that future legislation is enacted permitting Camden to continue to be considered a Development Tier 1 county for the purposes of this project, Camden will be awarded an additional $2,712,600.

Our office will be sending out a press release on Monday, and would like to include a quote from your county or school representatives. Please respond to this letter (via email) with a quote if you would like for one to be included in the press release. The School Planning Section will be in communication with you next week about the process going forward.

Please feel free to contact me if you have any questions.

Sincerely,

Mark Johnson

MJ/nm

cc: Mr. Ken Bowman, Camden County
Dr. Beverly Emory, Deputy Superintendent of District Support
Dr. Lynn Harvey, Director, School Operations
Mr. Nathan Maune, Section Chief, School Planning

OFFICE OF THE NORTH CAROLINA SUPERINTENDENT
Mark Johnson, *Superintendent of Public Instruction* | mark.johnson@dpi.nc.gov
6301 Mail Service Center, Raleigh, North Carolina 27699-6301 | (919) 807-3430 | Fax (919) 807-3445
AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital Fund Grant Application - Ken Bowman)

Camden County Schools
"Keeping Kids First in Education"

Anita Cuthrell <acuthrell@camden.k12.nc.us>

Fwd: Needs-Based School Capital Fund

1 message

Travis Twiford <ttwiford@camden.k12.nc.us> Sun, Nov 5, 2017 at 9:11 AM
To: Joe Ferrell <MJF818@hotmail.com>, Anita Cuthrell <acuthrell@camden.k12.nc.us>

Congratulations! Not full funding, but it looks like a teaser with implied funding in the future!!!

Travis Twiford, EdD

---------- Forwarded message ----------
From: **Drew Elliot** <Drew.Elliot@dpi.nc.gov>
Date: Fri, Nov 3, 2017 at 5:28 PM
Subject: Needs-Based School Capital Fund
To: "shumphries@camdencountync.gov" <shumphries@camdencountync.gov>, "ttwiford@camden.k12.nc.us" <ttwiford@camden.k12.nc.us>

Congratulations!

I am pleased to inform you that your application for funding through the Needs-Based School Capital Fund has been approved in the amount of $2,287,400. Due to the timing of your construction schedule and the availability of additional grant funds next year, we strongly encourage you to resubmit your application next year for the balance of your grant request.

Our office will be sending out a press release on Monday, and would like to include a quote from your county or school representatives. Please respond to this email with a quote if you would like for one to be included, and our School Planning Section will be in communication with you next week about the process going forward.

Have a great weekend,

Drew Elliot

Communications Director

N.C. Department of Public Instruction

O: 919-807-4035

M: 919-260-2717

drew.elliot@dpi.nc.gov

E-mail correspondence to and from this address may be subject to the North Carolina Public Records Law and may be disclosed to third parties by an authorized state official.

2020-21 DPI Facility Needs Survey

Camden County Schools Long Range Plan

Administrative Unit: Camden County Schools (Unit 150)

I. Certification of Board of Education

The Camden County Schools Board of Education hereby submits its Facility Needs Survey dated 1/7/2021 listing all improvements and additional facilities needed to accomodate projected enrollments through the 2020-21 school year and improvements to existing facilities to provide safe, comfortable environments that support the educational programs.

We do hereby certify that the needs identified herein are a true representation of our situation. Alternatives were considered and this plan provides the best balance between cost and benefit to our students. We understand that costs have been standardized to statewide averages to provide uniform comparisons.

_____, Chairman 1/14/21 Date

_____, Secretary, Ex-officio 1.11.21 Date

2. Certification of Board of County Commissioners

The Camden County Board of Commissioners has received and reviewed a copy of this survey prior to submission to the State Board of Education. This does not necessarily constitute endorsement of or committment to fund the Facility Needs Survey.

_____, Chairman _____ Date

_____, County Manager or Clerk _____ Date

1/15/21 original to Sally

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital Fund Grant Application - Ken Bowman)

2020-21 DPI Facility Needs Survey

Capacity Summary
0 to 5 Years

Camden County Schools — Capacity Summary & Plan (0 to 5 years)

UNIT: 150			ADM 2019-20	Current Capacity					Mobile	Teach Station	Needs	Planned Capacity (future)				
				Pre-K	K-5	Middle	High	K-12				Pre-K	K-5	Middle	High	K-12
150	304	Camden County High	411	0	0	0	411	411	0	0	New School	0	0	0	800	800
150	308	Grandy Primary	539	0	530	0	0	530	0	0	None Needed	0	0	0	0	0
150	310	Camden Intermediate	398	0	277	138	0	415	0	0	None Needed	0	0	0	0	0
150	312	Camden Middle	323	0	0	306	0	306	0	0	None Needed	0	0	0	0	0
150	350	Camden Early College	175	0	0	0	175	175	0	0	New School	0	0	0	0	0
		Totals:	1,846	0	807	444	586	1,837	0	0	0	0	800	800		

	K-5	Middle	High	K-12
Current Capacity:	807	444	586	1,837
ADM 2019-20:	789	471	586	1,846
Difference:	18	(27)		(9)

	K-5	Middle	High	K-12
Total Capacity:			800	800
Proj Enrollment 2024-25:	859	425	590	1,874
Difference:	(859)	(425)	210	(1,074)

Attachment: Needs-Based Public School Capital Fund Grant (3220 : Needs-Based Public School Capital

CAMDEN COUNTY
NORTH CAROLINA · USA
Boundless Opportunities.

Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 5.C
Meeting Date: February 07, 2022

Submitted By: Lisa Anderson, Tax Administrator
Taxes
Prepared by: Lisa Anderson

Item Title **December Monthly Report**

Attachments: December20210131114119500 (PDF)

Summary: December Monthly Report

Recommendation: Review and approve

MONTHLY REPORT OF THE TAX ADMINISTRATOR TO THE CAMDEN COUNTY BOARD OF COMMISSIONERS

OUTSTANDING TAX DELINQUENCIES BY YEAR

YEAR	REAL PROPERTY	PERSONAL PROPERTY
2020	85,249.63	6,044.07
2019	42,758.10	2,980.74
2018	24,363.66	1,646.20
2017	18,799.72	1,903.13
2016	8,280.90	1,238.54
2015	6,791.79	697.90
2014	9,771.71	1,030.08
2013	6,780.63	4,694.65
2012	5,683.74	7,311.38
2011	4,565.86	6,229.26

Attachment: December202101311114119500 (3205 : Tax Report - Lisa Anderson)

TOTAL REAL PROPERTY TAX UNCOLLECTED	213,045.74
TOTAL PERSONAL PROPERTY UNCOLLECTED	33,775.95
TEN YEAR PERCENTAGE COLLECTION RATE	99.67%
COLLECTION FOR 2021 vs. 2020	14,132.77 vs. 11,218.57

LAST 3 YEARS PERCENTAGE COLLECTION RATE

2020	98.85%
2019	99.41%
2018	99.66%

THIRTY LARGEST UNPAID ACCOUNTS

SEE ATTACHMENT "A"

THIRTY OLDEST UNPAID ACCOUNTS

SEE ATTACHMENT "B"

Attachment: December20210131114119500 (3205 : Tax Report - Lisa Anderson)

EFFORTS AT COLLECTION IN THE LAST 30 DAYS

ENDING December 2021

BY TAX ADMINISTRATOR

215	NUMBER DELINQUENCY NOTICES SENT
15	FOLLOWUP REQUESTS FOR PAYMENT SENT
4	NUMBER OF WAGE GARNISHMENTS ISSUED
3	NUMBER OF BANK GARNISHMENTS ISSUED
25	NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR TO DELINQUENT TAXPAYER
0	NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)
0	PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF TAX ADMINISTRATOR
0	NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO COUNTY ATTORNEY
0	NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR COLLECTION (I.D. AND STATUS)
0	REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS
0	NUMBER OF JUDGMENTS FILED

Attachment: December202101311114119500 (3205 : Tax Report - Lisa Anderson)

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	6,743.01	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8943-01-17-4388.0000	5,818.24	2	THOMAS REESE	CAMDEN	301 JAPONICA DR
R	02-8923-00-19-3774.0000	5,557.52	1	NMJ PROPERTIES LLC	CAMDEN	431 158 US W
R	02-8934-01-17-4778.0000	5,094.04	4	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	02-8943-01-06-9013.0000	4,918.64	2	JEWEL H. DAVENPORT	CAMDEN	WINDY HEIGHTS DR
R	02-8935-02-66-7093.0000	4,792.77	3	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	02-8934-01-18-8072.0000	4,426.60	2	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	02-8944-00-36-1417.0000	3,880.77	2	ROSA ALICE FEREBEE HEIRS	CAMDEN	165 IVY NECK RD
R	02-8945-00-41-2060.0000	3,862.30	2	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	02-8934-01-29-4617.0000	3,626.50	2	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	01-7999-00-62-3898.0000	3,520.40	2	MICHAEL ASKEW	SOUTH MILLS	257 A OLD SWAMP RD
R	03-8962-00-05-0472.0000	3,379.79	2	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	03-8899-00-45-2682.0000	3,287.34	10	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8943-02-75-4196.0000	3,214.14	3	SHERRILL M PRICE JR	SHILOH	115 COOKS LANDING RD
R	02-8916-00-39-5170.0000	2,969.22	2	DONALD RAY JONES	CAMDEN	670 343 HWY N
R	03-8962-00-67-1021.0000	2,835.96	4	CECIL BARNARD HEIRS	SHILOH	WICKHAM RD
R	03-8971-00-23-2253.0000	2,764.79	1	ABODE OF CAMDEN, INC.	SHILOH	187 C THOMAS POINT RD
R	03-9809-00-24-8236.0000	2,683.75	2	GENE W IRBY	SHILOH	503 SAILBOAT RD
R	03-8965-00-37-4242.0000	2,446.21	3	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	03-8973-00-53-0748.0000	2,359.26	2	MORRIS L. KIGHT III	SHILOH	134 D STANLEY LN
R	02-8934-04-72-0416.0000	2,316.00	2	PAULINE JETTE	CAMDEN	238 COUNTRY CLUB RD
R	02-8936-00-23-4750.0000	2,306.33	3	AARON DARNELL CHAMBLEE ET AL	CAMDEN	LAMBS RD
R	02-8954-00-43-8538.0000	2,287.32	2	BILLY ROSS FEREBEE	CAMDEN	237 PALMER RD
R	02-8934-01-29-4776.5853	2,234.11	1	HASTINGS REVOCABLE TRUST	CAMDEN	110 158 US W
R	03-8952-00-95-8737.0000	2,070.66	3	AUDREY TILLETT	SHILOH	171 NECK RD
R	03-8990-00-17-3935.0000	2,068.94	2	KARL L ADCOCK	SHILOH	100 CATALAN DR
R	01-8907-00-08-4393.0000	2,047.13	3	CARLTON WOOLARD	SOUTH MILLS	1010 343 HWY N
R	03-8899-00-55-2698.0000	2,001.17	1	RONALD E EDWARDS	SHILOH	116 MISTLETOE LN
R	02-8934-03-31-9750.0000	1,971.29	1	CAROLYN MCDANIEL	CAMDEN	195 COUNTRY CLUB RD
R	02-8935-02-75-0867.0000	1,951.05	7	ED SIVELLIS HEIRS	CAMDEN	158 US W

Attachment: December20210131114119500 (3205 : Tax Report - Lisa Anderson)

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	6,743.01	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8899-00-45-2682.0000	10	3,287.34	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8962-00-04-9097.0000	10	2,835.96	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8952-00-95-8737.0000	10	2,070.66	AUDREY TILLETT	SHILOH	171 NECK RD
R	03-8943-04-93-8214.0000	10	1,923.24	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7999-00-32-3510.0000	10	1,886.17	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7999-00-12-8596.0000	10	1,814.77	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7080-00-62-1977.0000	10	1,595.95	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-8990-00-64-8379.0000	10	1,236.66	CHRISTOPHER FROST-JOHNSON	SHILOH	LITTLE CREEK RD
R	02-8935-01-07-0916.0000	10	982.92	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	01-7989-04-60-1568.0000	10	889.29	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	867.85	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	01-7090-00-60-5052.0000	10	788.26	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	02-8936-00-24-7426.0000	10	755.07	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	01-7989-04-90-0938.0000	10	705.35	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	03-9809-00-24-6322.0000	10	645.45	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	02-8955-00-13-7846.0000	10	579.39	MARIE MERCER	CAMDEN	IVY NECK RD
R	03-8980-00-61-1968.0000	10	346.06	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	03-8962-00-60-7648.0000	10	281.11	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD
R	03-8980-00-84-0931.0000	10	277.92	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
R	03-9809-00-45-1097.0000	10	200.75	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	03-8899-00-37-0046.0000	10	149.69	ELIZABETH LONG	SHILOH	HIBISCUS RD
R	03-9809-00-17-2462.0000	10	137.29	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	03-8965-00-37-4242.0000	9	2,446.21	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	01-7988-00-91-0179.0001	9	1,831.18	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	01-7091-00-64-6569.0000	9	1,581.21	CLARENCE D. TURNER JR.	SOUTH MILLS	STINGY LN
R	03-8899-00-36-1568.0000	9	429.66	PETER BUTSAVAGE	SHILOH	HIBISCUS RD
R	03-8962-00-55-5300.0000	9	427.31	OCTAVIA COPELAND HEIRS	SHILOH	457 NECK RD
R	03-9809-00-66-0120.0000	9	286.40	RANDELL CRIDER	SHILOH	SAILBOAT RD
R	03-9809-00-54-8280.0000	9	264.96	RODNEY STEVEN SPIVEY &	SHILOH	SAILBOAT RD

Attachment: December20210131114119500 (3205 : Tax Report - Lisa Anderson)

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001709	1,475.92	4	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0000295	1,126.07	2	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0001104	901.36	4	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0001046	572.79	9	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	549.09	10	PAM BUNDY	SHILOH	105 AARON DR
P	0000738	472.66	10	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001681	458.48	9	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0002194	422.00	3	AARON MICHAEL WHITE	SHILOH	849 SANDY HOOK RD S
P	0001538	418.09	10	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0001230	411.11	9	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0000297	333.84	2	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0003017	313.72	1	MARK STANLEY MICHALSKI	SOUTH MILLS	138 CAROLINA RD
P	0001827	278.25	9	KAREN BUNDY	CAMDEN	431 158 US W
P	0001976	270.21	3	ANA ALICIA MARTINEZ LOPEZ	SHILOH	110 AARON DR
P	0001694	241.65	9	THOMAS B.THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0003405	239.23	2	JOHN R BARKER	SHILOH	108 SASSAFRAS LN
P	0001952	238.91	9	SANDY BOTTOM MATERIALS,INC	SOUTH MILLS	319 PONDEROSA RD
P	0003559	232.14	2	BENNY FARRELL TUCKER	ELIZABETH CITY	152 158 US W
P	0001721	213.91	1	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD
P	0001106	206.76	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0002442	200.37	4	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0003501	197.13	2	DIANE L. NOBLE	CAMDEN	152 158 US W
P	0000945	191.35	3	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0003192	190.35	1	ROBERT JESSE-ALDERMAN HUDGINS	CAMDEN	409 343 HWY N
P	0002902	162.96	3	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0003415	151.75	2	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0002468	139.53	4	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
P	0001150	136.45	4	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0003537	131.29	1	NATHAN MARC SEBURA	CAMDEN	343 HWY N
P	0002968	128.00	4	MICHAEL WILLIAM MAINELLO	SOUTH MILLS	237 KEETER BARN RD

Attachment: December20210131114119500 (3205 : Tax Report - Lisa Anderson)

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001709	10	1,475.92	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0001046	10	572.79	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	10	549.09	PAM BUNDY	SHILOH	105 AARON DR
P	0000738	10	472.66	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001538	10	418.09	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0001827	10	278.25	KAREN BUNDY	CAMDEN	431 158 US W
P	0001106	10	206.76	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001639	10	106.73	CAREY FARMS, INCORPORATED	SOUTH MILLS	202 SHARON CHURCH
P	0001681	9	458.48	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001230	9	411.11	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001694	9	241.65	THOMAS B.THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	9	238.91	SANDY BOTTOM MATERIALS,INC	SOUTH MILLS	319 PONDEROSA RD
P	0000295	5	1,126.07	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000385	5	121.17	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND
P	0002921	5	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0000770	5	108.00	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
P	0001104	4	901.36	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0001976	4	270.21	ANA ALICIA MARTINEZ LOPEZ	SHILOH	110 AARON DR
P	0002442	4	200.37	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0000945	4	191.35	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0002468	4	139.53	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
P	0001150	4	136.45	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0002968	4	128.00	MICHAEL WILLIAM MAINELLO	SOUTH MILLS	237 KEETER BARN RD
P	0001689	4	125.28	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
P	0002194	3	422.00	AARON MICHAEL WHITE	SHILOH	849 SANDY HOOK RD S
P	0002902	3	162.96	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0001512	3	120.11	JOHN WESLEY BURGESS,JR.	CAMDEN	431 158 USY W
P	0000297	2	333.84	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0003405	2	239.23	JOHN R BARKER	SHILOH	108 SASSAFRAS LN
P	0003559	2	232.14	BENNY FARRELL TUCKER	ELIZABETH CITY	152 158 US W

Attachment: December20210131114119500 (3205 : Tax Report - Lisa Anderson)

CAMDEN COUNTY
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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 5.D
Meeting Date: February 07, 2022

Submitted By: Karen Davis, Clerk to the Board
Board of Commissioners
Prepared by: Karen Davis

Item Title **Proclamation - 50Th Anniversary of the National Senior Nutrition Program**

Attachments: Proclamation_March for Meals 2022 (DOCX)

Summary:
Albemarle Commission Senior Nutrition Program staff requests the attached proclamation be adopted in recognition of the 50th Anniversary of the National Senior Nutrition Program.
Recommendation:
Approval.

50th Anniversary of the National Senior Nutrition Program, 2022

CAMDEN COUNTY – A PROCLAMATION

Whereas, since 1972, the National Senior Nutrition Program has funded local agencies and organizations to serve home-delivered and congregate meals that help to ensure older adults have opportunities to stay healthy, independent, and connected; and

Whereas, more than 10 million older Americans face hunger and isolation each year; and

Whereas, local senior nutrition programs help older adults access healthy foods; nutrition screening, education, and counseling; social opportunities; and other supports that encourage well-being; and

Whereas, the Albemarle Commission Area Agency on Aging Senior Nutrition Program is an integral part of Camden County – providing sustenance and so much more to our older community members, especially those most vulnerable to hunger, chronic health concerns, isolation and

Whereas, the Albemarle Commission Area Agency on Aging Senior Nutrition Program is having a positive impact on our community and its senior population.

Now, therefore, Camden County does hereby proclaim March 2022 to be the 50th anniversary of the National Senior Nutrition Program. We urge every resident to recognize older adults and the people who support them through nutrition services as essential contributors to the strength of our community.

Proclaimed this, the 7th day of February 2022.

Ross B. Munro, Chairman Camden County Board of Commissioners	Karen M. Davis Clerk to the Board

Attachment: Proclamation_March for Meals 2022 (3200 : Proclamation - 50Th Anniversary of the National Senior Nutrition Program)

CAMDEN COUNTY
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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Board Appointments

Item Number: 6.A
Meeting Date: February 07, 2022

Submitted By: Karen Davis, Clerk to the Board
Administration
Prepared by: Karen Davis

Item Title **Adult Care Home CAC**

Attachments:

Summary:
It is the request of the Adult Care Home Community Advisory Committee that Tammie Krauss be reappointed for an additional term.
Recommendation:
Approval.

CAMDEN COUNTY
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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Board Appointments

Item Number: 6.B
Meeting Date: February 07, 2022

Submitted By: Kevin Jones,
Sheriff
Prepared by: Karen Davis

Item Title **Potentially Dangerous Dog Appeals Board**

Attachments: Frank Eason II_Various (PDF)
Nicholas Williams_DangerousDogAppeals (PDF)

Summary:
It is the request of Sheriff Jones that Frank Eason II and Nicholas Williams be appointed to the Potentially Dangerous Dogs Appeals Board.
Recommendation:
Approval.

CAMDEN COUNTY

Application for Citizen Service

If you are a citizen of Camden County and would like to serve on one of the County's boards or commissions, please complete this application and return it to the County Manager's Office in person at 330 East HWY 158, or by mail to: P.O. Box 190, Camden, North Carolina 27921 or e-mail info@camdencountync.gov.

FRANCIS (FRANK) MULLEN EASON, II
Name

916 N HWY 343 NORTH
Mailing Address:

South Mills
Township:

252-771-5714 252-339-3718
Home Telephone Cell Phone

frankeason3714@gmail.com
Email address:

Are you a registered voter? ☒ Yes ☐ No

Have you ever been convicted of a felony? ☐ Yes ☒ No

Please identify any talent, interest, skill, experience or educational preparation which might be helpful to a board or commission:
RETIRED, H.S. GRAD. BOARD ADJUSTMENTS 10 YRS +
31 years of TRUCKING, 20 yrs. AUCTIONEER, owned 2 Business, SAUCE & AUCTION Co.

Boards upon which you are interested in serving:
PLANNING, MALICIOUS DOG, Adjustments
ANY OTHER (SEE BACK)

If you are serving in Camden County and an emergency arises, whom should we contact:
LINDA S. EASON WIFE
Name Relationship

252-771-5714 N/A
Telephone (home) Mobile

Your signature verifies that all information in this volunteer application is true to the best of your ability and you permit Camden County to follow up on any information given.

Signature: Frank M. Eason II Date: 1-13-22

This application is a notification of your interest to serve in Camden County.
Thank you for your interest in volunteering in Camden County Government.

Boards and Commissions

- ABC Board
- Adult Care Home Community Advisory Committee
- Aging Advisory Board
- Albemarle Commission
- Albemarle Regional Health Board
- Albemarle Hospital Board
- Board of Adjustments
- Camden Economic Development Commission
- Coastal Resource Advisory Council
- Coastal Resource Commission
- COA Board of Trustees
- Social Services Advisory Board
- Dismal Swamp Park Advisory Committee
- Economic Improvement Council
- Fire District Commission (Shiloh/Courthouse)
- Fire District Commission (South Mills)
- Joyce Creek Watershed Commission
- Library Board
- Northeast Workforce Development Board
- Parks & Recreation Advisory Board
- Planning Board
- Senior Services Advisory Board
- Stormwater Management Advisory Committee (Shiloh, Courthouse, or South Mills)
- Senior Tar Heel Representative Delegate
- Tourism Development Authority

Attachment: Frank Eason II_Various (3203 : Potentially Dangerous Dog Appeals Board)

CAMDEN COUNTY

Volunteer Application

If you are a citizen of Camden County and would like to serve/volunteer, please complete this application and return it to the County Manager's Office in person at 330 East HWY 158, or by mail to: P.O. Box 190, Camden, North Carolina 27921 or e-mail info@camdencountync.gov.

Nicholas Williams
Name

211 One Mill Road, Shiloh NC 27974
Mailing Address:

Shiloh
Township:

None (252) 340-0064
Home Telephone Cell Phone

williamsn766@gmail.com
Email address:

Have you ever been convicted of a felony? ☐ Yes ☑ No

Please identify any talent, interest, skill, experience or educational preparation:

I am currently an Animal Control Officer for Pasquotank County. I have been so for over 13 years and have a knowledge of State Animal Laws.

Departments/Areas upon which you are interested in serving:

Dangerous Dog Board for Camden County

If you are volunteering for Camden County and an emergency arises, whom should we contact:

Crystal Williams Wife
Name Relationship

None (252) 339-5629
Telephone (home) Mobile

Your signature verifies that all information in this volunteer application is true to the best of your ability and you permit Camden County to follow up on any information given.

Signature: Nicholas Williams Date: 12/24/2021

Nicholas Williams

This application is a notification of your interest to serve as a volunteer in Camden County.
Thank you for your interest in volunteering in Camden County Government.

Attachment: Nicholas Williams_DangerousDogAppeals (3203 : Potentially Dangerous Dog Appeals Board)

CAMDEN COUNTY
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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 7.A
Meeting Date: February 07, 2022

Submitted By: Karen Davis, Clerk to the Board
Board of Commissioners
Prepared by: Karen Davis

Item Title **BOC Meeting Minutes - October 18, 2021**

Attachments: bocminutes_101821 (DOCX)

Camden County Board of Commissioners
Special Meeting
October 18, 2021; 5:00 PM
South Mills Volunteer Fire Department

MINUTES

The Camden County Board of Commissioners held a duly noticed Special Called Meeting on Monday, October 18, 2021 at 5:00 PM at the South Mills Volunteer Fire Department. The purpose of the meeting was to receive comments on the quality, quantity, and readiness of water available to the general public by the South Mills Water Association Water District. It had come to the attention of the Board of Commissioners that SMWA does not have the capability and / or capacity to provide increased water demand to the community as the northern end of the County continues to grow and develop. The inability to provide additional water is having an adverse impact on the local economy.

County Manager Ken Bowman opened the meeting by welcoming those in attendance and explained the purpose of the meeting. Mr. Bowman requested that proper meeting decorum be maintained through the duration of the meeting.

CALL TO ORDER
The meeting was called to order by Chairman Tom White. Also Present: Vice Chairman Ross Munro, Commissioners Randy Krainiak, Clayton Riggs and Tiffney White.

Chairman Tom White opened the meeting with the following remarks:

- At this time we will open the floor for Public Comments. In compliance with North Carolina's Open Meetings Law for Special Called Meetings, participants who would like to address the Board will be allotted a time of ten minutes to speak in regard to this matter only.
- Mr. Bowman was appointed by the Board to serve as Clerk for the meeting.
- The meeting will adjourn at 6:30 PM.

Chairman White then opened the floor for public comments.

Note: Random outbursts and interruptions from unidentified members of the audience are not included in the official meeting minutes.

Mary Cherry Tirak
And I don't like being first but I will be. And I don't even know what I'm going to say. I'm not even sure why I'm here other than about the water. And I'll probably ad-lib a little bit on the development side. I don't care if you like it or not. We've expressed our concerns about these extra developments that everybody's been approving. It's going to take up a lot of our resources including the water obviously at this point in time. My water quality is fine. I use it to drink but I do have a filter on it because I like the taste of it better with the filter. The water pressure could be better at times but that's only been within the last six months or so that the water pressure is a little less for me. Now I know other people have had a lot of problems with the water pressure and it's due to some of these developments that have popped up here, there and everywhere. But I don't understand how the commissioners…how the Planning Board or the Commissioners could see that these developments were going to be anything but a problem. Everything was already stated prior to any of this mess. And I know I was blatantly told under somebody's breath at a meeting, a past commissioner, that told me that I should just sell my house and move. But I've lived here a long time and I'm not moving. But I think that you all can do something to rectify this. We didn't cause this problem. The developments are causing this problem. And we shouldn't have to answer for this but the developers should answer for this as well as the Commissioners and the Planning Board. And that's pretty much all I have to say. And I would like applause.

Nancy Farmer
Well I'll echo what Mary said. I'm opposed to all the development. That's what's causing our problems. If we didn't have 2000 new houses coming in maybe we'd be okay with water. But we don't have water right now so what are we going to do like when all these Camden Plantation, South Mills Landing, Keeter Barn Landing? When they all get there we're going to be in worst shape. And I blame that totally on the Planning Board…like Mary, the Planning board and the Commissioners. That should've been something that was thought way ahead of time. And it was brought up last October's meeting by the County Attorney. He said he had a concern about the water in

Attachment: bocminutes_101821 (3195 : BOC Meeting Minutes - October 18, 2021)

South Mills and South Mills water. But what did you? Approve it anyway. Go ahead…who needs water? We don't need water to drink. Good grief. I'm totally opposed to Camden taking over South Mills Water. That would be a disaster in my opinion because look at how Camden's being run right now and we don't want anything from them touching South Mills Water.

Ken Bowman

And let me just add something to a comment that she made there. This has no bearing on whether the commissioners approve it or not. But there's a Unified Development Ordinance that it's in place to govern Camden County and by law, they really do not have any authority to change that if the land that they're approving is already zoned for development. So understand, you can't just go and arbitrarily…(interruptions from the audience) Again, I'm asking for a little bit of courtesy here, a little bit of respect here, okay.

Jeannie Bundy

And all we ask is for answers that we never get. We're told to email. The email is just a generic answer that we always get on these questions. So, my mind is not as great as Mary and Nancy. I can't just get up here without reading it. First of all, South Mills Water Association should not be held accountable for the water issues in South Mills. They have provided water to South Mills for many, many years with no issues. These issues started within the last ten years, five years and they're only going to get worse with more development in the county in South Mills. Okay, so November 2020 at the Board of Commissioners meeting it was made clear to the Board of Commissioners by a lot of citizens. Both courthouses were packed that night and there were a lot of comments made. Of course, we got no answers because we're not allowed to get answers. We just ask the questions. We never get answers. So they were told by the fire department, they were told by South Mills Water Association, "We don't have the water." Fire department says, "We don't have the pressure for all these new houses. We don't have it." They approved the developments anyway, okay. So here we go. We got no water, ya'll are getting calls; you know lots of complaints and no answers again. Hopefully we can hear answers after we speak tonight. I hope we can hear answers. I hope the South Mills Water Association stays in South Mills and does not sell out to Camden County government. That's all I'm going to say. Oh, one more thing – this meeting should have not happened tonight. It should have been delayed to 7:00 when people could actually get off work to come to this meeting. A lot of citizens wanted to be here but could not be here because they don't get off work until 5.

David Rudiger

I forgot to bring my flak vest. I'm one of the big, bad developers. We've been working with Camden County for almost 20 years now. We have been working with both the county and South Mills to try to come up with solutions for the water needs of the county, including the industrial park and other projects that are already approved and have been approved for a long time. So we're working with them. We've just paid a whole lot of money over to the South Mills Water Association. I'm hoping that some of that money is going to go into upgrading their system. I guess that's what I've got to say. Thank you.

Kim Hamby

I'm Kim Hamby, I'm with Timmons Group. I am with an engineering firm that works for some of these developers. I'm also a Camden County resident. I grew up in South Mills and my parents are still here. I have great concerns over the ability to provide adequate water at this end of the county. We all know South Mills Water has not been able to provide water to the east side of the canal for some time now and Camden's putting that water in the pipes to be able to continue that service. I'm not anti-South Mills Water Association either but I think if the commissioners and the Water Association could come to the table and work out an agreement for the county to own the lines that they are currently putting water in, I think it would be beneficial to everyone. First of all, it would provide some funding to South Mills Water to better help the Village and the Horseshoe Road area. I think the county is probably in a better position to provide fire protection ultimately and more willing to do so since South Mills Water is on the record as being a drinking water system only. And I think the developers could more easily, through the UDO process and review process, to work with the county to improve the lines. It's not just going to benefit the big developers. It's going to benefit the county and their goal to bring industrial along the future I-87 corridor. It's also going to help…you've got farmers out there that want to split three, four, five lots out of their land to help make some money and right now it's holding them up too because they can't add a fire hydrant to the line. It's hurting residents in the existing neighborhoods that don't have fire hydrants. They're having to pay extra for their insurance for lack of that fire protection. I just really would like to see everybody come together to try to work this out for the benefit of the residents and all of the landowners in the northern portion on the east side of the canal. Thank you.

Attachment: bocminutes_101821 (3195 : BOC Meeting Minutes - October 18, 2021)

Joey Coppersmith

I think a lot of people have the impression that there's a certain group of people want to beat up on South Mills Water and I don't think that's the case. I think what we're recognizing is that South Mills Water Association has reached a point where you know cooperating with Camden County to allow this area to grow and to allow the county to grow…for years…I lived in Camden County for 25 years and we've heard about diversifying the tax base and helping the county to grow so that the taxes are better; so that we can invest in schools and infrastructure and that only comes with some growth. And part of the issue up here with water being as Ms. Hamby said, is the east side is being serviced right now really by Camden County. It's just that they don't own the lines. And so trying to work out a system or a solution where South Mills Water works with Camden County for the benefit of the whole county and the benefit of this community to have better water, to have better water pressure, better fire protection and so forth. So you know we're not trying to give an impression that we're making South Mills Water the bad guys. You know we'd like to work together for the betterment of the whole community.

Jason Mizelle

I'm Jason Mizelle, also with The Timmons Group. Most of what's already been said I'm not going to reiterate but I'll point out a couple of other things. Economic growth…the county's got an industrial park they would really like to be able to put some customers in. We've talked with several businesses over the last three or four years and pressure and water supply are a big issue with getting somebody there aside from those larger developments and builders. You know Kim hit on it. The landowner…the parent that wants to give a child a lot to build a home on to keep them in Camden County, if there's not water available that won't be an option for them. So again, it's not just about bringing people in from across the state lines or from other areas. It may be more about keeping people here that we want to keep – our families, our grandkids; those types of things. There's more being implicated here than just a big developer. So again, to the existing residents, better pressure, better supply, more dependable infrastructure. The infrastructure that's currently in place has got some age on it. It's going to need some costly repairs down the road for what doesn't already need it today. These are all things that really need to be looked at and resolved and a long-term plan put in place – not just the immediate needs. So with that, thank you very much for your time.

Tommy Banks

All right, for those of ya'll that might not know me, I think most of you do know me. Ya'll know I'm the fire chief here at South Mills Fire Department. I want to start out and clarify a few things that I already heard and then talk about a couple of other issues and things that I think we need to do going forward. Somebody mentioned something about fire hydrants; about the water system here in South Mills. Well we do get rated based on what comes out of fire hydrants and years ago…I don't know how many years ago, it might've been somewhere around 10, 11 or 12 years ago the Department of Insurance lowered the recognized flow rate out of fire hydrant from 500 to 250. The reason they did that is because there was a lot of water departments like South Mills Water that had to just provide drinking water. They couldn't provide that 500 gallons per minute so they didn't get recognized for their fire hydrants. So therefore, they dropped that down to 250 so that these communities could get a better insurance rating and get credit for that water. Now why did they say 250? Because they have a health department standard they have to maintain for drinking water and in order to maintain that, a fire hydrant on that system will flow 250 gallons a minute, okay. Is everybody kind of clear on that? So looking after the fire hydrants is just as important as drinking water, right, on a standpoint…I've been telling the commissioners you know this new development and it proposes you know a great risk for us, especially the high-density stuff you know. We've talked about that before. Ya'll know my feelings on the high-density development. Personally I think we need to look at our UDO and see if we can make some changes that will give us the opportunity to catch some of these services up and get them up to speed because we're just growing so fast you know. We had a timeframe I think back in '08 where we were growing extremely fast and then things kind of dipped off and now they're you know wide open again. And we're just growing and we're outgrowing a lot of our infrastructure, including water. Now I hope the guys in the water association here don't really see me as a bad guy, but I've been chief, I've been in the department for over 20 years and we are a public service agency here in this fire department right, and in those 20 years we have constantly every so many years talked about okay, we're serving this community now but are we going to be able to service it four years from now, five years from now, ten years from now? So we've had those plans in place and we've grown with the county, right? When you're a public service agency your priority should be providing that service for every citizen. And I don't care if a guy buys a piece of land and builds a house on it and has only been here one year of his life. He's a taxpayer and a property owner in this district at that point in time and I'm going to provide him the same service I provide somebody that's been here 100 years, right. I know a lot of people like to paint the builders and the developers as the bad people, right. But they can't develop land they don't have, right? So who's selling them the property, okay. Probably some of the people you went to school with or some of their kids or whatnot. So I

Attachment: bocminutes_101821 (3195 : BOC Meeting Minutes - October 18, 2021)

do think that you know we can keep this community great. We live in a great county, right. We've got great schools, great people. It's a great place to live, right. And a lot of people have that mindset I think that if we grow too much we're going to lose some of that. But I think if do it the smart way and the right way, we don't have to lose that quality of life – the good schools. We just need to do things together. And I think this water situation…if the water department's priority is to provide everybody with good drinking water and the best flow possible, that's the commissioners want, right? That's what you guys want. So if two parties that are wanting the same thing can't sit down in a room and figure this out then that's kind of beyond me. I don't know how we get there. But I feel like we've got to stop putting up walls and we have to work together to fix this. I think somebody already said that tonight. I'm not on anybody's side. I'm here to serve the public. And like I said, if somebody's a resident in this community and they need the fire department or want us to be there and provide the best service possible. You know we need water, we need EMS, we need law enforcement. We need all those things, right? How do we catch these things up to where this growth is? That's up to you guys. I don't know how you do it. Some people think that these guys can just turn everything down but this state says that you have to have a plan for property owners in your county to be able to build on and develop and do what they want to do with it, right. So you have to have that plan laid out. Once it's laid out these guys…sure, they can tell them no but then they're just going to lawyer up and get some of our tax money, right. That's going to be less tax money we're going to have because we're going to have to pay somebody in a lawsuit, right. That's what's going to happen. So, I think looking at the UDO is a good thing. Ms. Morgan Potts, somebody told me she was leaving. She was our new Planning Director since Dan left. And when her and I went to Technical Review Committee Meeting not that long ago for this development here next to the fire station, somebody mentioned…I believe it was one of the engineers mentioned that Currituck County has something in their UDO that says when a service in the county, whether it be water, fire, law or schools reach 85 or 90 percent capacity, then it gives the county the ability to say okay, we're putting the brakes on. We've got to get these services up to par before we can build any more. And I think that's something that we need to look at and see if it's something Camden could adopt in that you know UDO. Don't know if that's possible but I think that's what we need to do. And that's it unless anybody has any questions.

Craig Carey
I'd like to thank everybody from coming out tonight. I'm Craig Carey. I'm the president of the South Mills Water Association. I'd like to thank the commissioners for taking time out of their busy schedules to meet with us today. I guess first and foremost our main concern is to provide water to our customers. You know we want to provide water to everyone that comes to apply to the board for service but we don't have the capability. We've tried time and time again to reach out to the commissioners…sorry, I'm a little nervous. I don't speak well in front of people. And I think that hopefully that this is an opportunity where we can get together and meet with the commissioners to come out with the best option for the residents of Camden County. With that said, back in '08 or '09 we executed a water purchase agreement with the county. I think it was the 8th that we requested water from the commissioners? Anyway, we've tried to reach out to the county to purchase water. We spent $1.5 million in infrastructure for new water lines, a water tower and a booster station. Currently, the entire east side of the water system is served from Camden water; all from the infrastructure that we put in. So like I said, our main goal is to provide for the customers that we have; not new customers, but you know…that's our main goal. And I'll be happy to take any questions.

Tommy Banks
I know the current plant is unable to expand I guess due to location or I guess ya'll are land restricted.

Craig Carey
Well no, the plan itself, our discharge permit is restricted. We're limited to 550 gallons an hour; is our current capacity.

Tommy Banks
Have ya'll thought about expansion? I mean…(talking over) I know we're not the only growing community in the country.

Craig Carey
We can't. We can't get more discharge permits. We can't expand our plant. Conventional water systems are outdated. Everything now is reverse osmosis. In order for us to put a reverse osmosis plant in we'd have to run a discharge line to the sound. So that would cost prohibitive. So that's the reason that we engaged with the county to reserve capacity with the county, provide money to the county and you know…now's the time. We need water. We've asked for water. Hopefully the commissioners will see fit to provide us with water so that we can provide it to

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our consumers. The discharge would have to run to a body of saltwater. So they discharge at the mouth of the sound; Albemarle Sound. That's why their plant is located in the southern end of the county.

Craig Carey
So we're here for the community. I think the water system was established in '69 or '65. And hopefully we'll continue to be a main part of the community. And just for record, in order for South Mills Water to sell to Camden County, it will have to be approved by a majority vote from the membership.

L. Powell
I'm not sure exactly how many meetings ago it was…the Commissioners meeting in Camden, but during the water part of things the Water Department said they were about at their limit on discharge at that plant. Is that correct?

Joe Jackson
I came in a little bit late. I want to know how much water currently is being purchased from Camden County on a daily basis and what's the expected amount to be purchased. In the news article that I read just two or three days ago, it said that Camden is selling South Mills approximately 150,000 gallons of water per day. According to the records from last year, Camden was selling South Mills Water in the month of September about 185,000; 187,000; 211,000; 213,000; 216,000; 218,000 gallons per day. Now that's 50,000 gallons of water per day more than what was published in the paper just a couple days ago from you all's records. So what is the expected amount of water that Camden is going to try to sell to South Mills to be able to increase these developments? If we're going to put in I don't know exactly how many houses. Well let me tell you who I am first. I ran South Mills Water for 12 years. I started November 3, 1997. I resigned by employment September 14, 2009 to be a fulltime minister. Wayne took over at that time, just a couple minutes later. So I was Water Plant Operator, Wastewater Operator and Distribution System Operator. So I know what I'm talking about; licensed and certified by the State of North Carolina. So if the capacity is going to be x number of gallons that we need per day with what South Mills produces, and what we purchase from Camden, we need to know what those figures are because according to the figures that were posted a year ago, we're currently purchasing 50,000 gallons of water minimum more per day than what was stated in the newspaper. As far as South Mills Water goes, when I quit in September of 2009 we had 24 wells. According to the South Mills Water Association CCR report published last year we've only got 12 wells. Is that correct? So our capacity at South Mills Water is half of what it was 10 years ago. And all these developments, I was part of that process when back in 2004, 2005, 2006 and 2007 we authorized all of these subdivisions to be built because we had water capacity. South Camden had just put in an RO plant. They were looking to put in another well at that time. Well now South Mills has lost half their capacity and we're buying that amount of water from Camden. And we're actually purchasing, according to the records, about 50,000-70,000 gallons more water per day than what the residents were told in the newspaper a couple of days ago. So what's the expected capacity? If somebody can answer this for me, what's the expected capacity and what is the state-regulated capacity at 400 gallons per day per household to supply all of these new homes that we've got coming into the community? Is it close to 2,000 houses? 2,400 x 400 gallons per house. Somebody can do the quick math. 200,000 gallons. Okay we're already buying to meet demand right now over 200,000 gallons from Camden. So we're going to be purchasing 420,000 per day from Camden County according to the statistics and the figures that I've had chance to look at just in the last ten days. That's a lot of money, it's a lot of volume, it's a lot of water. Is Camden going to be able to supply a half million gallons of water a day just for this end of the county? We need to know those answers.

Ken Bowman
Wayne, help me here on the data. But all the wells that South Mills Water has right now are 70-foot deep wells. Is that correct? All right, so the 12 you've got remaining are only 70-foot deep wells. So every time those wells go dry it means the water has dropped down below the opening on the well so you can't draw from that aquifer any longer. So you run the risk of losing more wells. The other problem is, they don't have a site that's been certified for a new well. They've already tested it. It's no fault of theirs. This is no fault of South Mills Water at all. So they've already tested a site right next to where the plant is. They actually went out there and purchased the land, right? And got the land there where the plant's at? Went out there and tested it, there's no water there for that. So it was a pretty big risk to go out there and buy that land, to go out there and test it and find out you don't have any water. So right now there's just not an opportunity for them to dig more wells and it's not cheap. So the well that's going to be proposed, and it's on the CIP. You can go on the web site and look under where the budget has been approved this year by the commissioners, there is a well on there proposed as a top priority for South Camden. And that well there will be 170 plus feet deep. But that cost is between the $600,000 and $700,000 range. These are not cheap wells. So once you go down to that aquifer and you run the line to the water plant it's a $600,000 or $700,000 price

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tag. So you can't just go out here and willy-nilly do this. Camden has purchased some land. They've already tested it. It's good for two sites I think. Is that right, Chuck? Two sites on that particular piece of property for two different wells. So we're able to go out there and do it but it doesn't just happen when you snap your fingers because we have to do the engineering out there. Kim Hamby, she's right there to verify it. We have to do all the engineering before you can go out there and even hire someone or even go out to bid to hire someone to do this. And as prices are going up today, and you all know about those, we don't know what the exact cost is going to be. But it's going to take, if we did it today, let the contract today, it'd take about a year to get that well in place. So happens if more wells go dry in South Mills? (random comments from audience) *So anyway, folks, the well there is going to cost quite a bit of money. So the commissioners have already identified that we need a new well to provide water. It doesn't matter whether it comes to South Camden or it comes up here, because once we send it this way it goes through a meter down at Burnt Bridge and it goes to everything east of 343 right now – everything. There's no discrepancy as to where it goes. It doesn't go to this road or this street or wherever. Water goes wherever it's allocated to go. Everybody on 343 east is getting South Camden water. Wayne and I worked this thing out about two and a half years ago. We came to an agreement. We signed an addendum to add 150,000 gallons per day to send to South Mills. That's been done. And as you just heard by those reports, it's exceeding 150,000 gallons a day. We can't continue to do that because the state will come back and say, "You've already exceeded what your allowable water capacity here so either stop that or drill another well." And that's where we're at now. And we can't stop it because we can't stop development. You can't put a moratorium on development indefinitely – not anymore. By state law you can't do that.* (random comments from audience) *You can't stop it. You have to have a solution.* (random comments from audience) *I'm just telling you, by state law you cannot just arbitrarily cut it off. You have to have a solution to it.*

Nicole Smith

So first of all, I just want to say I live off of Pudding Ridge and I can't run my dishwasher and take a shower at the same time or do laundry and take a shower at the same time or two people taking a shower at the same time. I'm constantly getting like residue or residual stuff like in my icemaker that comes out in the ice cubes; nasty toilet rings, no matter how often I clean them. I have to keep those little blue things in there and technically you're not supposed to use those when you have a septic. But I mean I always thought it was our water. Our water, you have to have a filter on it. Otherwise, it's not drinkable; it's disgusting. I lived in Shiloh actually before I moved here. So I drank Camden water and it was completely fine. So I want to know that if we sell to Camden what that looks like. I'd like to know what our water pressure would look like. Would we close South Mills Water and completely like…would Camden expand if they were able to or what that looks like for us if we were to do that? Because I didn't have water pressure issues down by Shiloh and you would think I would. But I didn't have that problem there and my water was great without a filter there. So on Camden, I support that but I want to know what it looks like because if it doesn't look good for us then obviously I feel indifferent about it. So is there an answer to that question – what it looks like if we were to sell to Camden?

Krista Phelps

We're neighbors. I just have things that have been going through my mind trying to figure out…like obviously, whether we like it or not, development is inevitable, it sucks – it just is. But per the 2020 census, we had 456 people in South Mills, right. You've approved 2800 homes? Is that what it is? So multiply that by the what, 2.5 per family. That's 7,000 more people coming to South Mills and we're already now having the problems. And I get you're trying to figure out but what's the…like how long is this development going to take to be built, finished to where all those people are a strain on the water system versus when these water system problems are hoping to be figured out; the well hoping to be…I mean I hope you understand what I'm trying to say. Sorry. That's my question. What does it look like for the development to be finished, people moving in? I mean you've got a 45-mph speed limit on a dead-end road off of 17. So we've got the sign but still trees. So I'm just curious. Will these water issues be fixed before the 7,000+ people come to the area that you guys have approved?

Tommy Banks

What's the update on the purchase of Pasquotank in Newland and if they do purchase those water customers over there, how much would that free up for you guys? So is that still in the process? I'm hearing different things about it. Is that still in the process?

Wayne Raper

My name is Wayne Raper. I've lived in this wonderful county for 52 years now and I've worked with the South Mills Water Association since 2008 roughly. We had studies done and studies done. The water's supposed to come from Camden. And all we here from the county is, "We've got the water, we've got the water, we've got the water." So

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we went into agreement to buy 150,000 gallons a day. We had to give half the tap fees to the county, which was over $400,000 so that's half the price of the well right there so that we footed the price for. So a month ago we had different subdivisions coming in. We went to our contract and our contract says we've got to pay the county $350,000 to reserve capacity of 50,000 gallons a day. We enacted, wanted to buy some water. That's all we ever heard – got plenty of water, plenty of water. So we got the letter, sent it to the county. Didn't hear nothing back from the county. So last week we met, I emailed Mr. Bowman. He said, "Well at this time the county has got to review their capacity because it seems we might not have no water and by the way, we're having a Special Called Meeting at South Mills Fire Department if you all would like to attend." My question, and like I said, ya'll can fire me if you want to, that's fine, I can go home tonight. But my question is if this was supposed to be a information meeting and everything for everybody why weren't we invited to be sitting upfront to deliver information to everybody? That's my question. And like the lady said, you had it at 5:00. I know we're in a pandemic. I know people are not working, but some people still have to work a job and we don't get off 'til 5:00. What would it hurt to been here at 7:00? Maybe more people could come and more people have spoke. We've done studies since like Joe said, 1999, and it shows the water's got to come from Camden. I believe there was a contract before Camden got their water plant that South Mills had to sign buying water. We got a whole stack of contracts. '08 and '09, we started on the water agreement and all them contracts was no good so they said. So it cost us substantial money just to get an agreement. But I don't know what the answer is. I know if the two boards don't sit down and talk nobody will ever get nothing resolved. And we've been trying to talk and trying to talk. We had one meeting. We had subs and they provided from Firehouse Subs. Mr. Bowman went by, he went over the contract but nobody was allowed to talk. If you not allowed to talk you never get nothing settled. I mean and we playing with everybody's water here and their houses and the pressure and our livelihood. I mean if you want South Mills Water sold, sell it. It's not Wayne's water company. I get blamed for a lot of the decisions but it's not Wayne's water company. I work for the board. So like I say, if they want to fire me tonight they can but some things got to be said. (outbursts from the audience)

Nicole Smith
I'm going to stop that right there. I'm sorry, nervous, so I forgot to ask a very important question that we've talked about before coming here – all of us in our neighborhood. If we are in fact getting water from Camden that is good in Camden but, at least on our street, is horrible – it's like drinking pool water. We you know have to put expensive filtration systems just to not poison our kids with the chlorine content is what it smells like, or the sediment that builds up in the pipes and everything. If we're truly getting that water from Camden, why is it so horrible is really my question from end to the other? And how is adding more load to the system with more people going to change any of that or is there any plan to change that to make the water actually drinkable? I didn't even like taking showers in it when we first moved here. It just horrified me how smelly it was.

Ken Bowman
No, I don't have an answer for you now because where you are now is in the South Mills Water District, okay. You all have to understand there is a South Mills Water District and a Camden Water District. So the water is sold to, what Camden is selling, is to the South Mills Water District. So anybody that lives within that district, those lines, that water, belongs to South Mills. And it's east of 343 now, Route 343, okay. So that's where the water goes. Camden water, going through South Mills lines.

Nicole Smith
But why is it so different? I didn't even have to have a filter when I lived in Shiloh.

Ken Bowman
I can't answer that. (audience members talking amongst themselves)

Joe Jackson
I'll try to take it easy on you. You should know the answers to the questions. So trying to drill in a new well in South Camden, correct? You won't know the capacity of that until after it's drilled. What is your expected capacity of it? What are you shooting for? (inaudible) Your discharge NPDES permit right now is for how many gallons of discharge per day and where are you at on a scale of 1 to 10 at max capacity?

Chuck Jones
We're at 60%. Our discharge is 432,000 gallons a day. We're about 60%.

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Joe Jackson
Has South Camden upgraded their RO filtration system and added enough RO filtration tubes skid to produce this water or is the well going to have to go in and then also add a skid in to filter this water? (inaudible) So your capacity really won't be anymore. You're still on the same capacity that you've got now. So you're not going to increase capacity just by adding a well.

Chuck Jones
No, sir.

Joe Jackson
Okay. So whatever they've got now is what they're going to have after they spend all this money to put a new well in. (inaudible) So according to what Chuck just said, they can be spend $100,000 or $200,000 or whatever it's going to cost to put this well in and it's not going to produce any more water. The way a well works is you pump the water, it pumps it down, have to turn the well off so that the aquifer, basically the water table regenerates and fills back up. When it fills back up you pump it down again. I don't know exactly where things are, it's been 12 years. But you can only pump a well 12 hours a day maximum. Your water plant fills up, well cuts off, fills back up and so it's a cycle like a heating and air unit. But if they're going to add this well and it's just going to be to give the others wells rest, not going to produce not one more gallon of water unless they over-pump the well, which you never want to do. It's going to give the wells they've got now a rest. (talking in audience)

Kenneth Bowman
That's a very good question and one of the reasons the meeting is taking place tonight – is so everybody that's in the decision-making process can hear this. That's a very good question because four years ago Wayne and I met and we sat down and we tried to work through this, and we had some meetings, yes we did. We had a meeting. I bought subs. We went in the Ruritan Club there in South Mills. We sat down, I gave a PowerPoint presentation. Wayne gave some information to me. The commissioners and board sat there and pretty much it was adjourned, okay. There was no discussion. But then after the meeting then there were little groups of people that broke up and they had a lot to say. But did they say it in the meeting? Not so much, okay. That was four years ago, four years ago. A lot has changed in four years. But we're at the same place we were four years ago. We need to move this thing off the dime and move forward. It's not going to go away. So water, the sewer plant over here – we're looking at engineering this for an expansion right now. We've got a grant out there and it's going to cost us over $660,000 to do the engineering for that. We're trying to make sure that we've got sewer available for projects like this one that's going in right there. As a matter of fact, Joey where are you? I met with him here a week or so ago. We'd like to have them hook up to the sewer. How many houses have you got – 37? 37 homes going in, 37 septic systems going in. So we're trying to make this more efficient as we go along. It takes time but there still has to be some decisions made on how we move forward with this. The decision makers are right here. Those folks sitting up there and these folks sitting out here. (audience talking amongst themselves) The two wells that he's mentioning here going on the piece of property, they would have two different depths on them – one is 170. Chuck what's the other one? Two different aquifers so you won't be drawing out of the same aquifer with these.

William Stafford
I was sitting back here and was listening to what everybody was saying. I don't know if you were listening to the fire chief but I was. What are the reasons that you cannot continue to put houses in here – you cannot continue to develop? One of the things that the chief was talking about was that there are only certain ways that you could limit development. One of those was if you didn't have the capacity for services. They've already been approved but you can't put them in…or you can't approve them unless you have the services there. If you didn't have a fire station here you wouldn't have the fire capacity or the capacity to provide the service. So we're all here complaining about this and that and I've listened to him, I've listened to Joe, very educated on the subject. This gentleman here had a concern, which kind of piqued my interest. I live on McPherson Road. I've got plenty of water. I'm running about 250 feet of inch and a quarter pipe from the meter. I've got plenty of water at my house. Something else is going on and I don't know the hydraulics of it, you do. But South Mills Water Association and the deal they have going with Camden is working relatively well for what we have now. There is also a connection to Pasquotank. Are you buying water from Pasquotank? Okay so if you sell Newland off they're going to pick that up. Plus they can also provide water to South Mills Water Association if there was an agreement for it, okay. So the common denominator here, and the only reason I'm talking now is because once the commissioners get up here we're probably not going to be able to interact with them, okay. I've been that route before. So the reason we're here, in my opinion, is not so much a problem with South Mills Water Association as it is that somebody wants to be able to support the developers, okay. So my question is, which maybe it'll get answered and maybe it won't, if we don't have the

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capacity to provide 500 and some up here in South Mills, 1700 households right here where we are…and by the way, I know why the fire station is here. I've been in the fire service…this station was put here by a developer so that the fire rating and you have the lowest you can get, if I'm not mistaken…so that the fire rating and the ambulance is close to his development, okay. We know that. So when you get your turn what I want to know is that if nothing is done major to change can the developers still develop or do they have to wait until capacity is there to supply those homes? The other point that I want to put out there, I happen to have had a career in the City of Chesapeake in the fire service. So you know water kind of goes hand-in-hand with that, too. Have you ever wondered why the City of Chesapeake has a water plant in the southern part of the city but the southern part of the city is on well water? You don't see a lot of major development there, do you? You don't see apartment complexes, any of that, on Ballahack Road, do you? My opinion is the City of Chesapeake figured out how to slow growth. You're not going to stop it, it's going to come. But you have to do it in a smart way. And spot development here and there with all these apartments and all this stuff is going to turn around and bite somebody. You'll be out of office. Somebody else is going to take that spot and they're going to get stuck with trying to figure out how to manage it. You need to go to the City of Chesapeake and you need to talk to some people there because they were in this position 30 years ago – the exact same thing. That's how they handled it. So that's it.

Joe Jackson

We've been talking about water in; getting water out of the ground, getting it into our houses. Where does that water go when you flush the commode or drain the sink? It's water out. Where's all this water going to go? The system back from my understanding is pretty much at capacity. Is that correct? No? How much more capacity is on that? (inaudible) Do we know how much capacity? It's a daily figure that you fill the paperwork out on every month. (inaudible) So one train, capacity is not met yet. Are all these new houses going to be added on to the wastewater system or are they going to be on septic tanks and all of that? Okay we were pursuing it. I've been in government long enough, that pursuit sometimes takes 5 to 10 years. So until that pursuit is ended and there's a signature on the dotted line…I understand and I'm kind of like with Billy, you're not going to stop growth – it's going to come. I've been here 50 years plus, slow growth. And these are issues that really need to be figured out before that max capacity is met or even 80% max capacity. So it's up to the five people sitting at this table up here, the County Manager, the Public Works Director, Wayne to hear what we've got to say and take these factors into consideration because you know we're the ones that our kids are going to live here, next two or three generations, four or five generations, whatever it's going to be, and we're going to be stuck with it. So all this is kind of public works – water, wastewater, distribution, waterflow. Where's it going to come from? Where's it going to go? These things need to be hard numbers with facts that are going to work out before the developments are able to put a shovel in the ground. And I worked with some of these developers years ago when the capacity was there; when Camden had just put their new RO plant on and the capacity was there. South Mills was able to produce twice the amount of water that they're producing now. But things have changed. My understanding is that some of their design builds have changed. Change orders have gone in. We're not going to do this many houses, we're going to do this or we're going to put in apartments instead of putting these things in. When those things come up the community needs to know about those so that we can have an input in it. So I think the citizens of South Mills and Camden County, we need a letter mailed out to us to let us know what's going on – not just a website, not just a 5:00 meeting, you know not just put a thing in the newspaper and then you know…how many get The Daily Advance currently? One. One. What, have we got 100 people here? Okay, 2. Billy gets it, okay. I mean so there's got to be a better way to communicate with the residents, communicate with the citizens that are footing the bill for all this in the long run, because we've been here for years and years. My dad built South Mills Supermarket in 1976. Been here a long time. So we need information. We need to be informed. And I don't think we're getting the information that we need. We need input 'cause there's a lot of different dynamics that are taking place behind closed doors at the county. We've elected the officials to do those things, yes, but still you're elected officials to do you know somewhat what we want done, too. And that needs an accountability factor behind it so that we're informed on what's taking place with an open forum – not just telling us what's going to appease us pass us on a little way longer down the road. That's not working.

Ken Bowman

So this is hard work and I am really glad everybody showed up tonight because this is not something that you just…okay, we had a meeting, it's going to happen. It doesn't work that way. This is hard work. Having this meeting tonight is a risk. It's a risk because a lot of people are coming in here and they're going that's my neighbor, those are my friends, but they have different ideas, they have different opinions, they have a different way of thinking, a different way of doing business. All of you together have got to put your minds together and figure out how to move this county forward. That's what the elected folks are looking for. They're looking for that input also. But remember, the ordinances that are in place, they're the law. They are the rules that they make those

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decisions by. So let me just say this as a sidebar. Any time you see it advertised where a policy or an ordinance is coming up for review, show up just like you're doing now. Read those things because they're going to vote. They're going to write them according to the best way they can see it applying toward the county. Don't ever say, "Well I didn't have any input," because they are public notices. So make sure that you show up and do that, okay. They're in the newspaper…(inaudible comments). I understand, how did you find out about it? Absolutely 'cause that social media stuff works. So anyway, I'll take care of that. That's an admin thing. Anybody else got anything? Yes, sir.

James Burnham

My name is James Burnham. I'm 81 years old and I've lived in Camden County all but five years of my life. I was on the County Planning Board for 11 years. During that 11 years we changed the UDO and made minimum lot size to build on was 2 acres. Today, if I'm not mistaken it's a half-acre. What I want to know is, why can't the Planning Board and the Commissioners get together and revise the UDO again to one-and-a-half or two acres? That would cut down on the number of people moving in this county and also cut down on the water usage.

(Unidentified Audience Member)

Talking about wells and we're at capacity with water, which from what I understand is directly related to the number of houses that are in the county. So we're digging wells --- (too low, not at the mic) directly related to the development in the county. Who's paying for it? So why do my taxes increase so that man there can make money? I've been here my whole life. I'm not stressing the water, I'm not stressing the school. I'm not on the sewer. I don't even have the option to be on the sewer. Why do my taxes keep going up so that he can make his money? That's all I got.

David Rudiger

So a couple of questions have been asked and I want to see if I can help to answer. One of them was how long is this going to take? Our expectation for Camden Plantation is that that is a 20-year buildout. So it's not like 2000 houses are appearing in your back yard overnight. Another question was who pays for all this and why isn't the developer paying for it? We pay a connection fee to the water for every house, $7,000. If I'm adding up the numbers right in my head, if there's 2500 houses that are planned, that's $17 million on connection fees for water. So the connection fees are supposed to be for infrastructure. And then the regular usage fees are paying for the water treatment and all of that. We're also going to be paying connection fees to connect to the sewer and those go to building the infrastructure on the sewer side of things. We've been paying taxes on 600 acres up here for almost 20 years. Someone also asked about why this fire station is here. It's because that's where the county told us they wanted it. So it wasn't because we tried to say this is where we want it. So I hope that's helped to answer some questions.

Ken Bowman

And again, let me just emphasize what he just said there, and I know it came up in the back in another small little side conversation. These projects that have been on the books, these are not going to be overnight projects. These are 15, 20, 25 years phased-in projects. So this is time, this is the opportunity now to have these discussions. Yes, you may not like them but it's the tough questions that are being asked that's going to help move these things forward. Now's the time to do it because 20 years from now when our kids are in here and they're going, "What happened? Our parents didn't attend these meetings? Are they the ones that didn't speak up?" We need to make sure that we speak up and plan for this. Is it incrementally? Yes. Is it phased in? Yes. We're not doing all this overnight. So think about it like that when you're looking at planning, when you're looking at the future growth – that we do it in a systematic way that's good for everybody, okay. Just stay in tune with this. All right, so right now I'm going to start right here with the mic. Again, I don't know what they're going to say but I know it'll be good.

Commissioner Ross Munro

Hey listen, coming to these meetings and calling people's name and being childish isn't going to get us anywhere, right. We all live in Camden County, we all have rights, all right. The farmer has a right to sell his property to a developer. He has a right to sell his property so he can retire and live comfortably. It's his property, right? We have laws that we go by that are UDO's. And we can't just willy-nilly change them. But we will look into Pasquotank's 85% capacity, Currituck. We'll look at that. We will, that's a great idea. But you know hey Craig, can I get a commitment from you right now? Because I know the entire Board of Commissioners will meet with your entire board. (inaudible) You guys are willing to do that – spend a couple more hours? The Chairman wants to make it a Special Meeting. But if we make that are you guys committed? (over talking, outbursts from audience) Well see and the tit-for-tat stuff doesn't do any good. (inaudible) That's exactly right. But those kinds of comments

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are what hurt meetings and hurt working together. And we need to be a team. We're Camden County. I moved down in here in 2005 because I love it, right. Do I realize it's going to change? Yeah. There's no stopping progress because I can't tell that farmer not to sell his property. And I have no right to do that, right. Whether I've lived here all my life or I'm new to the community yesterday, I'm a citizen of the United States and I have rights. I have a right to develop, I have a right to own property. And it doesn't matter that the developer gave us this facility, the fire department here, thank you, whichever developer did that. 'Cause Camden County is limited on funds and we can't do everything you guys want us to do. We try and we try to do our best and sometimes you know we might be doing what's best for 85% and some of you guys don't like to hear that. I'm sorry. But we're doing our best and we follow the law. And if you think you can do better I implore you to run for County Commissioner 'cause it's not an easy job. And it's not one day a month. And there's not a lot of wages attached to it. We do it because we love our community. But we'll get to the answers together as a community. Thank you.

Commissioner Randy Krainiak

Thank you, Ross. I've been leaving in this county for 35 years. I've made it a big part of my life to do everything I possibly can for this county from coaching ball to coaching my kids, opening the gym on Saturday nights. I love this county. Like he said, we're limited on what we can do. I wish everybody in this audience would go look up the UDO, state laws concerning buying and selling property and get with the School of Government and attorneys and find out where we stand. We cannot just do what we want to do. We've got to follow the rules of the law. And certainly, if you know me, I've got an old house, an old car, an old woman and I love them all. And I would love to keep it conservative and old as I possibly can. But we cannot stop it. I've been slapped a number of times, even by commissioners out in the stands here, "Randy, you can't stop it because you don't own the property." Understand that I don't own your property and I cannot tell you what to do with it. Sometimes we like to think we can step on people's toes but it's not just the right thing to do. It's your property. And sometimes some people said that we just sit back and listen to what you say and don't comment to it. I think part of the process is getting educated. I've gotten educated in the x amount of years I've been serving on the Board. This is starting my third term here. But I'm trying to represent the people in this county – not Pasquotank County, not Currituck County, not Raleigh. So we hear what you have to say but the rules are the rules. We can't change them. And just because it's said, don't make it true; if it's in print don't make it true. We do work honestly for this county. I see a vein popping out of some people's neck that we just don't care about this county. That is not true. Every one of us on this board, I know this board, they love this county and want to see it do better than what it ever has been. But unfortunately, some of these people ask us to do things that we cannot and they ask for better improvements that we cannot do unless we have more houses also. So that's going against my grain again. I've got houses next to my house, okay, a development next to my house. Do you think I was happy about it? Okay, you understand.

Commissioner Tiffney White

I'm Tiffney White, I'm new to the Board. It's been a lot of work. It's more than one meeting a month. Ya'll can roll your eyes if you would like. But it is work. And I live on McPherson. I have the same problem with South Mills Water, also. I can't take a shower and run the washing machine or dishwasher at the same time either. I understand. I've been there 5 years, still got to the same problem. I have reverse osmosis in my house, I still have the same problem. So there is a problem with the water. I understand that. Been there. That's all I have to say.

[Dialogue between the commissioners and unidentified members of the audience.]

Commissioner Clayton Riggs

So I'm not going to give us a pep talk, we've had three of them. What I would like to say is I'm interested in knowing the details of that 85% because the first time I got elected several years ago, I put a moratorium in Camden County. I was the guy who made the motion and we put a moratorium. We put a moratorium and at the end of 3 years, not these guys in particular, but the developers that showed up at the meeting that night came with a lawyer and a lawsuit and we got sued because we can't stop building. We have to control it, but we can't stop it, okay. So the idea that we can just cut the fence off and stop building, that's out the window. The next thing is we built the reverse osmosis water plant. When we built that we thought a million gallons a day would be a sufficient amount for Camden because South Mills had wells that were all working at quite a large capacity. Well then as things get built, even down on the south end, there's houses popping up around me like mushrooms. The capacity of the south end came up, which has taken almost a half million gallons by itself. And then we sell Wayne 150,000. We sell South Mills Water Association 150,000 gallons, which really they're utilizing about 185,000 gallons. We're almost at 700,000 gallons out of the original million. Don't matter how many wells we put in the ground, until that next train gets put on there we will not be able to go past the one million mark. As far as I know, the sitting plant right now will make one million gallons a day. And it's making 750 thousand. The report is online, when you see the

Attachment: bocminutes_101821 (3195 : BOC Meeting Minutes - October 18, 2021)

commissioners' reports, it's right there. The Water Department briefs it every month. We're already working on new wells to get us to the million point. (talking from the audience) I'm not the water guy and when we built that water plant you were the water guy that had the conversation with us. (over talking) And remember how great we thought the reverse osmosis was going to be? It is good water but the problem is the county's growing faster than the plant can support. So now we have to consider more well points and another train in order to increase the capacity that South Mills Water needs. We could probably get into 200,000 gallons and not starve anybody out. But where does reserve capacity go? We don't have any. It's not like we've got another well over there and we can open another valve. Is Chuck still back there? What's the number for the second train? Do you remember? What's the price for the second train?

Chuck Jones
I'm estimating the train by itself would probably be $6 million – you know the infrastructure, the building to put it in. There's no room left in the building for another train – the pumps and piping.

Clayton Riggs
That's just one step in the process. Secondly, some of these problems that the people are talking about with water going to their house is because the lines in the ground are either undersized or…but the line going down McPherson Road…(over talking) Is the 6 pushing to the 12 or is the 12 pushing to the 6?

Joe Jackson
It's linked together so that it flows in a motion so that the water is always fresh. And there's more volume of water in that loop from Culpepper to McPherson loop, more volume in gallons in that loop than anywhere else in the county just about.

Clayton Riggs
So if I lived on McPherson Road, I shouldn't be one of the people that stood up and said I have a pressure problem if there's more volume in that loop.

Joe Jackson
But there's a flow problem. Could be a valve. Could be simply that there's a valve that is cutting off the circulation of that system. It could simply be one valve that's closed in that loop…(over talking) So that needs to be investigated by South Mills Water. Now I reported that to South Mills Water. I could actually tell you the exact date. But it was about four months ago. I was doing some work out there on somebody's house and I did not have two gallons of waterflow per minutes. I didn't have a pressure meter but you've got a difference in flow and pressure. You can have a quarter-inch line at 60 pounds of pressure. It's how much water can you get out of that line. I reported that. I left that house and went straight to South Mills Water, talked to Regina. I said, "Regina, you have an issue at ABC address. I'm not even getting two gallons of water a minute out of it off of the first tap." And she's like, "Well I don't know, it's always been that way." I said, "Well there's a valve closed somewhere." But you've got more water volume in that loop than anywhere else in South Mills.

Clayton Riggs
You just confirmed what I was trying to say. The infrastructure that's in the ground needs to be examined in many of these places. It could be that the guy who ran it from the road to the house used a half-inch line.

Joe Jackson
If you've got a half-inch line off of a six-inch main, you're still going to get five gallons of water a minute and you're still going to get a minimum of 20 PSI.

Clayton Riggs
So can I go take me a shower and run my dishwasher and let the kids play with the water hose?

Joe Jackson
I do it on a dead-end line on Horseshoe Road every day. I raised 10 kids in that house and had plenty of water pressure on a dead-end line that goes down to a two-inch line 3 ½ miles down the road.

Clayton Riggs
There are still problems with infrastructure. Doesn't matter how much we discuss it, there's something…there's a valve or something restricting that flow that's causing those people to have it. Now personally, I'm not going to go

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out there and check it because that is in the South Mills Water area and somebody needs to check and help us out. Next point is we need to study how to get more volume from that main pipe that comes up from South Camden up to here because I think we've got a section of a couple of miles that are still missing the large capacity. Capacity equals a certain amount of pressure because if you can push a whole bunch of water we can get it moving. We have to fix the water plan, we have to fix the well and we have to check all the infrastructure. All that basic operation for water plant, right? Okay so the meeting we should be having I believe is we sit down and discuss this: How do we get from where we're at today to that 200,000 or 300,000 gallons that South Mills Water Association needs us to push up that pipe? So we need to be working towards pushing that water up here. It don't matter if we build another new house in South Mills at all. There's still people in here that are starving for the right amount of water and the right amount of pressure and we need to try to fix that and we need to try to improve the outlook for the next 15 or 20 years. If we're not doing that we're just kind of like standing out there in a cold snow. It's not going to work. I have sat in every one of those meetings with the South Camden Water Association that was a County Commissioner and a Water Association. Mr. Lloyd was the first guy that told me, "It ain't gonna happen." I said, "Yes sir, whatever you say Mr. Lloyd." So that was when we suggested that we pump that 14-inch line up here. You had plenty of capacity then. You could do stuff like that. Now we need to work together to solve the capacity. That's about as far as I'm going to go. But I'm willing to sit down and talk all you want to. I'm willing to try to find the resources. The man just said it's going to cost us $8 million, didn't he? Six for the RF Plant and then a couple of million dollars for wells 'cause he's already spent almost three-quarters of a million digging a hole. So we can help it.

(Unidentified Audience Member)
So if McPherson Road…if I didn't have any water pressure issues at all, but across the street, Camden Plantation, what's the difference? Isn't it the same pipes going through?

Joe Jackson
Yeah, it's the same main waterline going up the road. (over talking, inaudible)

Clayton Riggs
I'm an engineer but not a civil engineer. So if I was worrying about hydraulics like what you're talking about, if I was worrying about the hydraulics, I'd go to your house and check what's coming out of your pipe and then I'd walk across the street. And if theirs is half or a quarter of what you've got, I would definitely be looking in the ground between your house and the next house to find out why they're not the same.

(Unidentified Audience Member)
It would be that house and ten houses to the left of it.

Commissioner Tom White
I just wanted to say that I'm in favor of looking at the 85% to see if there's something that would be possible for us to implement. So I'm definitely in favor of looking at that. And Craig Carey, we'd be glad to meet with you so we'll try to get our County Manager to get with you and we do have to advertise 'cause you know we advertised tonight. And legally we have to advertise if we're meeting like that. So we'd be glad to meet with you and try to sit down and see what we can work out to try to help each other so that we can help the citizens and residents of South Mills. So we'd be glad to do that. I would like to thank everyone for coming out and we appreciate the comments that we've heard. We've got a lot of good information I think out of this meeting that'll help for planning for the future and things that we need to be looking at. So thank you very much for coming out and thank you for your comments. It's not an easy fix and it's things that we can be working on and trying to help you and help South Mills. So thank you very much. At this time we're going to go ahead and adjourn our meeting. So thanks again for coming out.

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CAMDEN COUNTY
NORTH CAROLINA · USA
Boundless Opportunities.

Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 7.B
Meeting Date: February 07, 2022

Submitted By: Karen Davis, Clerk to the Board
Board of Commissioners
Prepared by: Karen Davis

Item Title **BOC Meeting Minutes - January 3, 2022**

Attachments: bocminutes_010322 (DOCX)

Camden County Board of Commissioners
5:30 PM – Closed Session
7:00 PM – Regular Meeting
January 3, 2022
Historic Courtroom - Camden, North Carolina

MINUTES

A Regular Meeting of the Camden County Board of Commissioners was held on January 3, 2022 in the Historic Courtroom, Camden, North Carolina.

CALL TO ORDER
The meeting was called to order by Chairman Ross Munro at 5:45 PM. Also Present: Vice-Chair Tiffney White, Commissioners Tom White, Clayton Riggs and Randy Krainiak. Administrative Staff Present: County Manager Ken Bowman and Clerk to the Board Karen Davis.

CLOSED SESSION

Motion to go into Closed Session to discuss personnel and economic development.

RESULT:	**PASSED [5-0]**
MOVER:	Tom White
AYES:	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

Motion to recess out of Closed Session.

RESULT:	**PASSED [5-0]**
MOVER:	Tiffney White
AYES:	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

The Chairman recessed the Board and reconvened the Regular Meeting at 7:00 PM.

INVOCATION & PLEDGE OF ALLEGIANCE
Pastor Tommy Berry gave the invocation and the Board led in the Pledge of Allegiance.

ITEM 1. CONSIDERATION OF AGENDA

Motion to approve the agenda as presented.

RESULT:	**PASSED [5-0]**
MOVER:	Tom White
AYES:	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

ITEM 2. CONFLICT OF INTEREST DISCLOSURE STATEMENT
Clerk to the Board Karen Davis read the Conflict of Interest Disclosure Statement.

ITEM 3. PUBLIC COMMENTS
None.

ITEM 4. PRESENTATIONS

A. FY 2020-2021 Audit Presentation – Greg Adams with Thompson, Price, Scott & Adams presented the FY 2020-2021 audit, which is available for public inspection at the Camden County Finance Office.

South Camden Water & Sewer District Board of Directors

Attachment: bocminutes_010322 (3194 : BOC Meeting Minutes - January 3, 2022)

The Chairman recessed the Board of Commissioners and called to order the South Camden Water & Sewer District Board of Directors Meeting.

Public Comments – None

Consideration of the Agenda

Motion to approve the agenda as presented.

RESULT:	**PASSED [5-0]**
MOVER:	Randy Krainiak
AYES:	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

New Business

A. Monthly Report – Chuck Jones

South Camden Water & Sewer Board

Monthly Work Order Statistics Report

Period: November 2021

	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
Water/Distribution	72	72	100%	0
Sewer/Collection	0	0	100%	0

New Services installed:

Locates:

Water Line: 37

Sewer Line: 0

Water & Sewer, same ticket: 2

Hydrant flow test: 0

Public Works Director Notes/Comments:

(Ten work orders have been reviewed for accuracy.

Water treated at the water treatment plant in November: 13 855 420

Daily average water usage for November: 461 847

Current treatment capacity at the water treatment plant: 720 000

2021 SMWA USAGE

Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	153,300	136,100	132,200	124,000	219,600	147,400	204,100	170,100	121300	143800	142200	
2	133,536	137,700	156,400	133,300	230,700	138,700	158,700	127,900	157300	164700	155500	
3	153,700	136,000	147,000	154,000	185,100	144,100	221,400	297,600	139300	186300	118900	
4	135,700	138,400	146,200	175,800	164,900	133,200	183,200	107,200	179300	192300	136100	
5	127,100	133,000	124,600	149,700	172,300	161,300	221,300	170,700	173200	162000	147633	
6	146,500	152,200	149,900	150,800	142,800	203,100	176,600	94,100	208100	134400	147634	
7	140,200	161,000	194,600	169,000	136,600	171,600	160,200	146,000	161100	144300	147633	
8	125,400	138,500	132,600	159,600	165,900	152,500	138,000	165,400	146100	150800	170900	
9	148,300	124,500	153,700	135,100	175,500	138,700	138,100	150,900	138000	150800	120500	
10	167,900	146,700	139,500	172,400	205,700	161,900	170,300	164,300	133500	150800	112100	
11	152,500	133,900	137,900	195,300	148,700	136,200	159,600	139,000	178200	173000	155700	
12	161,800	116,700	123,900	162,200	161,200	132,300	178,500	151,400	182300	163400	149500	
13	118,500	150,200	164,800	144,200	154,000	195,100	158,400	162,400	153400	121500	149500	
14	134,600	135,400	172,500	151,200	122,700	172,500	163,300	186,800	153300	136200	149500	
15	127,300	167,800	137,700	141,300	212,100	165,600	169,700	165,700	135500	150333	144700	
16	151,700	130,500	120,100	134,300	236,000	155,900	146,700	132,900	142600	150333	130600	
17	159,300	146,400	141,500	181,600	183,700	184,600	212,700	177,100	153800	150334	132800	
18	151,800	114,200	130,900	186,700	201,300	208,700	141,900	119,400	172300	136500	194000	
19	128,400	140,900	130,600	146,200	200,300	224,200	139,300	155,800	196100	206600	151733	
20	136,400	138,900	141,500	153,800	197,300	174,000	157,900	138,200	139000	154500	151734	
21	149,000	175,800	171,800	134,800	186,900	173,600	166,700	154,400	168400	138200	151733	
22	123,200	150,800	132,000	146,800	237,200	130,400	141,600	172,900	129800	154900	125000	
23	139,200	132,600	148,400	138,900	279,600	140,800	184,100	158,200	141200	154900	152700	
24	167,900	144,800	138,400	166,900	189,700	182,500	146,700	163,300	106200	154900	126100	
25	142,300	114,900	177,100	180,600	183,500	155,600	200,200	140,800	187700	146400	178500	
26	144,300	137,900	131,900	149,200	234,600	173,000	161,000	143,000	189800	141100	141767	
27	125,900	140,800	158,700	194,300	214,300	176,800	151,000	162,900	142800	141500	141767	
28	137,700	170,900	178,900	176,600	175,900	180,800	139,200	174,600	162400	127900	141766	
29	150,200		143,700	178,200	159,700	158,400	137,000	187,300	132600	145333	149100	
30	139,200		138,400	179,300	156,900	191,400	148,700	148,900	160900	145333	132300	
31	164,800		151,300		222,200		170,300	152,500		145334		

TOTAL	4,437,636	3,947,500	4,548,700	4,766,100	5,856,900	4,964,900	5,146,400	4,881,700	4,685,500	4,718,700	4,349,600	0
Average	143,150	140,982	146,732	158,870	188,932	165,497	166,013	157,474	156,183	152,216	144,987	#DIV/0!
Maximum	167,900	175,800	194,600	195,300	279,600	224,200	221,400	297,600	208,100	206,600	194,000	0

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2021 High Service Pump Flows

Month	Monthly Total	Average Daily Use
January 2021	14,226,700	.458,926
February 2021	13,244,900	.473,032
March 2021	15,859,340	.511,592
April 2021	14,481,270	.482,709
May 2021	17,653,210	.569,458
June 2021	15,598,180	.519,939
July 2021	16,617,070	.536,035
August 2021	15,478,230	.499,298
September 2021	14,961,560	.498,719
October 2021	14,853,650	.479,150
November 2021	13,855,420	.461,847
December 2021		.
Yearly Totals		.

SOUTH CAMDEN WATER & SEWER BOARD

MONTHLY WATER STATISTICS REPORT

Date	Work Orders Submitted	Percentage Complete	Uncompleted	Water/Distribution	Sewer/Collection	Water Locates	Sewer Locates	Water/Sewer Locate	Hydrant Flow Test
2020									
Nov	53	100%	0%	53	0	51	2	1	0
Dec	59	100%	0%	57	2	77	6	3	0
2021									
Jan	102	100%	0%	101	1	85	2	20	0
Feb	87	100%	0%	85	2	81	22	4	0
March	86	100%	0%	85	1	97	45	10	0
April	65	100%	0%	65	0	92	28	19	0
May	88	100%	0%	88	0	90	8	17	0
June	101	100%	0%	96	5	63	17	12	0
July	87	100%	0%	85	2	83	14	7	0
August	89	100%	0%	88	1	105	19	1	0
Sept	120	100%	0%	119	1	77	15	0	0
Oct	95	100%	0%	93	0	64	15	2	0
Nov	72	100%	0%	72	0	37	0	2	0
	(outstanding maintenance issues staffing issues, etc)								

Motion to approve the monthly reports as presented.

RESULT:	**PASSED [5-0]**
MOVER:	Clayton Riggs
AYES:	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

Adjourn

Motion to adjourn South Camden Water & Sewer Board of Directors.

RESULT:	**PASSED [5-0]**
MOVER:	Tiffney White
AYES:	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

The Chairman adjourned the South Camden Water & Sewer Board of Directors and reconvened the Board of Commissioners.

ITEM 5. NEW BUSINESS

A. Tax Report – Lisa Anderson

Attachment: bocminutes_010322 (3194 : BOC Meeting Minutes - January 3, 2022)

MONTHLY REPORT OF THE TAX ADMINISTRATOR TO THE CAMDEN COUNTY BOARD OF COMMISSIONERS

OUTSTANDING TAX DELINQUENCIES BY YEAR

YEAR	REAL PROPERTY	PERSONAL PROPERTY
2020	97,023.20	7,228.88
2019	44,386.25	3,129.57
2018	24,677.29	1,646.20
2017	18,799.72	1,903.13
2016	8,280.90	1,238.54
2015	6,791.79	697.90
2014	9,771.71	1,030.08
2013	6,780.63	4,694.65
2012	5,683.74	7,311.38
2011	4,565.86	6,229.26

TOTAL REAL PROPERTY TAX UNCOLLECTED	226,761.09
TOTAL PERSONAL PROPERTY UNCOLLECTED	35,109.59
TEN YEAR PERCENTAGE COLLECTION RATE	99.65%
COLLECTION FOR 2021 vs. 2020	8,018.42 vs. 3,901.35

LAST 3 YEARS PERCENTAGE COLLECTION RATE

2020	98.69%
2019	99.38%
2018	99.65%

EFFORTS AT COLLECTION IN THE LAST 30 DAYS
ENDING November 2021
BY TAX ADMINISTRATOR

33	NUMBER DELINQUENCY NOTICES SENT
49	FOLLOWUP REQUESTS FOR PAYMENT SENT
2	NUMBER OF WAGE GARNISHMENTS ISSUED
4	NUMBER OF BANK GARNISHMENTS ISSUED
24	NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR TO DELINQUENT TAXPAYER
0	NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)
0	PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF TAX ADMINISTRATOR
0	NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO COUNTY ATTORNEY
0	NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR COLLECTION (I.D. AND STATUS)
0	REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS
0	NUMBER OF JUDGMENTS FILED

Attachment: bocminutes_010322 (3194 : BOC Meeting Minutes - January 3, 2022)

30 Largest Unpaid – Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	6,743.01	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8943-01-17-4388.0000	5,818.24	2	THOMAS REESE	CAMDEN	301 JAPONICA DR
R	02-8923-00-19-3774.0000	5,557.52	1	NMI PROPERTIES LLC	CAMDEN	431 158 US W
R	02-8934-01-17-4778.0000	5,094.04	4	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	02-8943-01-06-9013.0000	4,918.64	2	JEWEL H. DAVENPORT	CAMDEN	WINDY HEIGHTS DR
R	02-8935-02-66-7093.0000	4,835.80	3	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	02-8934-01-18-8072.0000	4,426.60	2	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	02-8945-00-41-2060.0000	3,892.54	2	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	02-8944-00-36-1417.0000	3,880.77	2	ROSA ALICE FEREBEE HEIRS	CAMDEN	165 IVY NECK RD
R	02-8934-01-29-4617.0000	3,626.50	2	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	02-8916-00-84-6843.0000	3,524.34	3	GEORGE BERRY	CAMDEN	343 HWY N
R	01-7999-00-62-3898.0000	3,520.40	2	MICHAEL ASKEW	SOUTH MILLS	257 A OLD SWAMP RD
R	03-8962-00-05-0472.0000	3,379.79	2	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	03-8899-00-45-2682.0000	3,287.34	10	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8943-02-75-4196.0000	3,214.14	3	SHERRILL M PRICE JR	SHILOH	115 COOKS LANDING RD
R	02-8916-00-39-5170.0000	2,969.22	2	DONALD RAY JONES	CAMDEN	670 343 HWY N
R	03-8962-00-67-1021.0000	2,835.96	4	CECIL BARNARD HEIRS	SHILOH	WICKHAM RD
R	03-8971-00-23-2253.0000	2,764.79	1	ABODE OF CAMDEN, INC.	SHILOH	187 C THOMAS POINT RD
R	03-9809-00-24-8236.0000	2,683.75	2	GENE W IRBY	SHILOH	503 SAILBOAT RD
R	01-7090-00-70-3221.0000	2,576.73	2	LONZO FISHER GREGORY	SOUTH MILLS	406 OLD SWAMP RD
R	03-9809-00-23-4988.0000	2,451.26	1	WANDA H WELLS	SHILOH	104 HIGH RD
R	03-8965-00-37-4242.0000	2,446.21	3	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	03-8973-00-53-0748.0000	2,359.26	2	MORRIS L. KIGHT III	SHILOH	134 D STANLEY LN
R	02-8934-04-72-0416.0000	2,316.00	2	PAULINE JETTE	CAMDEN	238 COUNTRY CLUB RD
R	02-8936-00-23-4750.0000	2,306.33	3	AARON DARNELL CHAMBLEE ET AL	CAMDEN	LAMBS RD
R	02-8954-00-43-8538.0000	2,287.32	2	BILLY ROSS FEREBEE	CAMDEN	237 PALMER RD
R	02-8934-01-29-4776.5853	2,234.11	1	HASTINGS REVOCABLE TRUST	CAMDEN	110 158 US W
R	03-8952-00-95-8737.0000	2,070.66	3	AUDREY TILLETT	SHILOH	171 NECK RD
R	03-8990-00-17-3935.0000	2,068.94	2	KARL L ADCOCK	SHILOH	100 CATALAN DR
R	01-8907-00-08-4393.0000	2,047.13	3	CARLTON WOOLARD	SOUTH MILLS	1010 343 HWY N

30 Oldest Unpaid – Real

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	6,743.01	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8899-00-45-2682.0000	10	3,287.34	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8962-00-04-9097.0000	10	2,835.96	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8952-00-95-8737.0000	10	2,070.66	AUDREY TILLETT	SHILOH	171 NECK RD
R	03-8943-04-93-8214.0000	10	1,923.24	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7999-00-32-3510.0000	10	1,886.17	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7999-00-12-8596.0000	10	1,814.77	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7080-00-62-1977.0000	10	1,595.95	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-8990-00-64-8379.0000	10	1,236.66	CHRISTOPHER FROST-JOHNSON	SHILOH	LITTLE CREEK RD
R	02-8935-01-07-0916.0000	10	982.92	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	01-7989-04-60-1568.0000	10	889.29	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	867.85	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	01-7090-00-60-5052.0000	10	788.26	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	02-8936-00-24-7426.0000	10	755.07	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	01-7989-04-90-0938.0000	10	705.35	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	03-9809-00-24-6322.0000	10	645.45	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	02-8955-00-13-7846.0000	10	579.39	MARIE MERCER	CAMDEN	IVY NECK RD
R	03-8980-00-61-1968.0000	10	346.06	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	03-8962-00-60-7648.0000	10	281.11	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD
R	03-8980-00-84-0931.0000	10	277.92	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
R	03-9809-00-45-1097.0000	10	200.75	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	03-8899-00-37-0046.0000	10	149.69	ELIZABETH LONG	SHILOH	HIBISCUS RD
R	03-9809-00-17-2462.0000	10	137.29	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	03-8965-00-37-4242.0000	9	2,446.21	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	01-7988-00-91-0179.0001	9	1,831.18	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	01-7091-00-64-6569.0000	9	1,581.21	CLARENCE D. TURNER JR.	SOUTH MILLS	STINGY LN
R	03-8899-00-36-1568.0000	9	429.66	PETER BUTSAVAGE	SHILOH	HIBISCUS RD
R	03-8962-00-55-5300.0000	9	427.31	OCTAVIA COPELAND HEIRS	SHILOH	457 NECK RD
R	03-9809-00-66-0120.0000	9	286.40	RANDELL CRIDER	SHILOH	SAILBOAT RD
R	03-9809-00-54-8280.0000	9	264.96	RODNEY STEVEN SPIVEY &	SHILOH	SAILBOAT RD

30 Largest Unpaid – Personal

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001709	1,475.92	4	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0000295	1,126.07	2	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0001104	901.36	4	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0001046	572.79	9	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	549.09	10	PAM BUNDY	SHILOH	105 AARON DR
P	0000738	472.66	10	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001681	458.48	9	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0002194	422.00	3	AARON MICHAEL WHITE	SHILOH	849 SANDY HOOK RD S
P	0001538	418.09	10	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0001230	411.11	9	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0000297	333.84	2	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0003017	313.72	1	MARK STANLEY MICHALSKI	SOUTH MILLS	138 CAROLINA RD
P	0001827	278.25	9	KAREN BUNDY	CAMDEN	431 158 US W
P	0001976	270.21	3	ANA ALICIA MARTINEZ LOPEZ	SHILOH	110 AARON DR
P	0003722	270.00	1	LRM LEASING CO INC	CAMDEN	197 HERMAN ARNOLD RD
P	0001694	241.65	9	THOMAS B.THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0003405	239.23	2	JOHN R BARKER	SHILOH	108 SASSAFRAS LN
P	0001952	238.91	9	SANDY BOTTOM MATERIALS,INC	SOUTH MILLS	319 PONDEROSA RD
P	0003559	232.14	2	BENNY FARRELL TUCKER	ELIZABETH CITY	152 158 US W
P	0002924	219.96	1	PAUL BEAUMONT	CAMDEN	390 158 US W
P	0001721	213.91	1	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD
P	0001106	206.76	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0002442	200.37	4	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0003501	197.13	2	DIANE L. NOBLE	CAMDEN	152 158 US W
P	0000945	191.35	3	RAMONA P. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0003192	190.35	1	ROBERT JESSE-ALDERMAN HUDGINS	CAMDEN	409 343 HWY N
P	0002902	162.96	3	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0003415	151.75	2	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0001899	148.83	2	DONALD SIMMONS PORTER JR	CAMDEN	163 SANDHILLS RD
P	0002468	139.53	4	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD

Attachment: bocminutes_010322 (3194 : BOC Meeting Minutes - January 3, 2022)

30 Oldest Unpaid – Personal

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001709	10	1,475.92	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0001046	10	572.79	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	10	549.09	PAM BUNDY	SHILOH	105 AARON DR
P	0000738	10	472.66	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001538	10	418.09	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0001827	10	278.25	KAREN BUNDY	CAMDEN	431 158 US W
P	0001106	10	206.76	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001639	10	106.73	CAREY FARMS, INCORPORATED	SOUTH MILLS	202 SHARON CHURCH
P	0001681	9	458.48	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001230	9	411.11	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001694	9	241.65	THOMAS B.THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	9	238.91	SANDY BOTTOM MATERIALS,INC	SOUTH MILLS	319 PONDEROSA RD
P	0000295	5	1,126.07	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000385	5	121.17	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND
P	0002921	5	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0000770	5	108.00	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
P	0001104	4	901.36	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0001976	4	270.21	ANA ALICIA MARTINEZ LOPEZ	SHILOH	110 AARON DR
P	0002442	4	200.37	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0000945	4	191.35	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0002468	4	139.53	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
P	0001150	4	136.45	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0002968	4	128.00	MICHAEL WILLIAM MAINELLO	SOUTH MILLS	237 KEETER BARN RD
P	0001689	4	125.28	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
P	0002194	3	422.00	AARON MICHAEL WHITE	SHILOH	849 SANDY HOOK RD S
P	0002902	3	162.96	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0001512	3	120.11	JOHN WESLEY BURGESS,JR.	CAMDEN	431 158 USY W
P	0000297	2	333.84	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0003405	2	239.23	JOHN R BARKER	SHILOH	108 SASSAFRAS LN
P	0003559	2	232.14	BENNY FARRELL TUCKER	ELIZABETH CITY	152 158 US W

Motion to approve the tax report as presented.

RESULT:	**PASSED [5-0]**
MOVER:	Ross Munro
AYES:	Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

B. Soil & Water Technician Interlocal Agreement – Ken Bowman

The Pasquotank County Soil & Water Technician is retiring, which is currently a part-time position. The proposal is an agreement to share the costs and time of the Camden County Soil and Water technician, Brian Lannon, with Pasquotank, and Brian has agreed to the arrangement. Some of the terms of the agreement include:

- Five (5) one-year terms, but either party can "get out" by giving notice 3 months before the end of the fiscal year;
- Pasquotank County will pay half of the actual salary;
- Current salary is approximately $48,000 and annual COLA and step increases are expected and will be included;
- Existing Soil and Water funds will be used to pay for the agreement.

The recommendation of the County Manager is to approve the Interlocal Agreement with Pasquotank County to share the services of the Camden County Soil & Water technician and authorize the Chairman to sign.

Motion to approve the Interlocal Agreement with Pasquotank County to share the services of the Camden County Soil & Water Technician and authorize the Chairman to sign.

RESULT:	**PASSED [4-1]**
MOVER:	Tom White
AYES:	Tom White, Ross Munro, Randy Krainiak, Tiffney White
NOES:	Clayton Riggs

Attachment: bocminutes_010322 (3194 : BOC Meeting Minutes - January 3, 2022)

STATE OF NORTH CAROLINA

INTERLOCAL AGREEMENT

PASQUOTANK COUNTY

THIS AGREEMENT, made and entered into this the _____ day of _____, 202__, by and between **CAMDEN COUNTY**, a body politic and corporate existing under the laws of the State of North Carolina (hereinafter "CAMDEN") and **PASQUOTANK COUNTY**, a body politic and corporate existing under the laws of the State of North Carolina (hereinafter called "PASQUOTANK").

WITNESSETH:

WHEREAS, Camden employs a full time Soil and Water Technician; and

WHEREAS, the parties desire to share the Soil and Water Technician on a 50/50 basis, provided Pasquotank pays one-half of the Soil and Water Technician's actual salary;

NOW, THEREFORE, in consideration of the mutual promises and agreements herein contained, the parties hereby agree as follows:

1. Camden and Pasquotank shall share Camden's Soil and Water Technician on a 50/50 basis and Pasquotank shall share one-half of the technician's actual salary (approximately $48,000).
2. Soil and Water Technician shall begin working on a 50/50 basis effective January 1, 2022 or as soon as this Agreement has been approved by both parties.
3. For the remainder of the 2021/2022 fiscal year the cost of the Soil and Water Technician shall be pro-rated upon approval of this Agreement.
4. Beginning July 1, 2022, this Agreement shall continue for four (4) one (1) year terms. The additional one (1) year terms shall automatically renew unless either party gives the other party at least three (3) months written notice prior to the end of any fiscal year (June 30).
5. Annual cost of living and step increases shall be included in the Soil and Water Technician's salary for future years.
6. This Agreement may be amended with the written approval of both Camden and Pasquotank.

IN WITNESS WHEREOF, CAMDEN COUNTY and PASQUOTANK COUNTY, both pursuant to their respective governing bodies, have caused this Agreement to be executed and attested by their duly authorized officers and their official seals affixed, the day and year first above written.

CAMDEN COUNTY

By: _____
Ross B. Munro, Chairman
Board of Commissioners

ATTEST:

Karen M. Davis, Clerk to the Board

(County Seal)

PASQUOTANK COUNTY

By: _____
Lloyd E. Griffin, III, Chairman
Board of Commissioners

ATTEST:

_____
Lynn B. Scott, Clerk to the Board

(County Seal)

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

_____
Pasquotank County Finance Officer

Date: _____ Time: _____

C. SMWA Request – Ken Bowman

Per the Capital Improvements Projects (CIP) list South Camden Water has plans to expand the capacity for producing water by adding a new well in the near future. By doing this it will help to serve additional customers and extend the life of the current plant and equipment. The request from South Mills Water Association is for an additional 50K gallons per day to serve two (2) projects: Keeter Barn Road and Wharf's Landing. Based on the current agreement South Camden Water is providing 150K gallons per day to SMWA.

Mr. Bowman added that if the request is approved the Board should be aware of the additional demand on the current wells, while also limiting the amount of new customers South Camden Water will be able to serve in the near future. Also, the two projects that are awaiting approval in the planning department to move forward need to check the application that water is available. Here is what we know:

1. South Camden could possibly allocate the necessary gallons per day for the Keeter Barn Road project….approximately 15K GPD.
2. The Wharf Landing project is questionable at this time until a decision is made to increase production at the South Camden Plant.

In addition, the County must take into consideration the current growth within its water service area. As a reminder, the County has committed to building a new High School, Library, Camden Station, and other platted subdivisions.

The recommendation of the County Manager is to approve an additional 15K gallons per day to SMWA with the understanding this water is allocated for the Keeter Barn Road project.

Motion to approve an additional 15k gallons per day to SMWA with the understanding this water is allocated for the Keeter Barn Road Project.

Attachment: bocminutes_010322 (3194 : BOC Meeting Minutes - January 3, 2022)

RESULT:	**PASSED [4-1]**
MOVER:	Clayton Riggs
AYES:	Tom White, Ross Munro, Clayton Riggs, Randy Krainiak
NOES:	Tiffney White

ITEM 6. BOARD APPOINTMENTS

A. South Camden Fire Commission – Larry Glasscock, Jr.

Motion to approve the appointment of Larry Glasscock, Jr. to the South Camden Fire Commission.

RESULT:	**PASSED [5-0]**
MOVER:	Tom White
AYES:	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

ITEM 7. CONSENT AGENDA

A. BOC Meeting Minutes – December 6, 2021

B. School Budget Amendments

Budget Amendment

Camden County Schools Administrative Unit

Capital Outlay Fund

The Camden County Board of Education at a meeting on the 18th day of November, 2021, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2022.

Code Number	Description of Code	Amount Increase	Amount Decrease
9150	Category I Projects	1,442.00	
9210	Category II Projects		1,442.00
6550	Category III Projects	24,580.00	

Explanation:

Total Appropriation in Current Budget	$	405,878.00
Amount of Increase / (Decrease) of Above Amendment	+	24,580.00
Total Appropriation in Current Amended Budget	$	430,458.00

Passed by majority vote of the Board of Education of Camden County Schools on the 18th day of November 2021.

Chairman, Board of Education

Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes in the minutes of said Board, this 3rd day of January 2022

Chairman, Board of County Commissioners

Karen M. Davis
Clerk, Board of County Commissioners

Budget Amendment

Camden County Schools Administrative Unit

Local Current Expense Fund

The Camden County Board of Education at a meeting on the 18th day of November, 2021 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2022.

Code Number	Description of Code	Amount Increase	Amount Decrease
5100	Regular Instructional Programs	10,743.68	
6900	Policy, Leadership & Public		10,743.68

Explanation:

Total Appropriation in Current Budget	$	2,699,658.18
Amount of Increase/Decrease of Above Amendment	+	0.00
Total Appropriation in Current Amended Budget	$	2,699,658.18

Passed by majority vote of the Board of Education of Camden County on the 18th day of November 2021.

Chairman, Board of Education

Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 3rd day of January 2022

Chairman, Board of County Commissioners

Karen M. Davis
Clerk, Board of County Commissioners

Attachment: bocminutes_010322 (3194 : BOC Meeting Minutes - January 3, 2022)

Budget Amendment

Camden County Schools Administrative Unit

State Public School Fund

The Camden County Board of Education at a meeting on the 18th day of November 2021 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2022.

Code Number	Description of Code	Amount Increase	Amount Decrease
5100	Regular Instructional Programs	15,746.63	
5200	Special Instructional Programs	797.06	
5400	School Leadership	3,996.00	
5800	School-Based Support Services	9,607.04	
6200	Special Population Support	3,412.21	
6500	Operational Support Services	3,258.01	
6600	Financial and Human Resource	4,911.03	
6900	Policy, Leadership & Public	1,514.35	

Explanation:

Total Appropriation in Current Budget	$ 14,824,643.00
Amount of **Increase**/Decrease of Above Amendment	+ 43,242.33
Total Appropriation in Current Amended Budget	$ 14,867,885.33

Passed by majority vote of the Board of Education of Camden County on the 18th day of November 2021.

Chairman, Board of Education

Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 3rd day of January 2022

Chairman, Board of County Commissioners

Karen M. Davis

Clerk, Board of County Commissioners

COUNTY OF CAMDEN NORTH CAROLINA

C. Tax Collection Report

Tax Collection Report
NOVEMBER 2021

Day	Amount	Amount	Name of Account	Deposits	Internet
	$	$	$	$	$
1	31,208.54		Refund - $2,261.24	31,208.54	
2	17,134.91			17,134.91	
3	44,748.74			44,748.74	
4	19,927.71			19,927.71	
5	21,020.35		Refund - $0.18	21,020.35	
8	63,703.68		Refund - $432.40	63,703.68	
9	13,390.01			13,390.01	
	392,244.35		Refund - $4,872.83	392,244.35	
10	10,443.20			10,443.20	
12	46,845.78		Refund - $105.15	46,845.78	
15	9,037.51		PSN		9,037.51
	655,909.35		Refund - $198.73	655,909.35	
	66,116.02			66,116.02	
16	40,721.83			40,721.83	
	914,587.11		Refund - $3,743.28	914,587.11	
17	7,534.82		Refund - $0.52	7,534.82	
	1,002,877.32		Refund - $12,601.15	1,002,877.32	
18	23,268.63			23,268.63	
19	38,986.79			38,986.79	
22	6,465.44		PSN - Refund - $0.38		6,465.44
	16.70		PSN		16.70
	36,098.70		Refund - $331.15	36,098.70	
23	24,009.15			24,009.15	
24	30,007.18			30,007.18	
29	41,545.70		Refund - $65.44	41,545.70	
30	28,730.06			28,730.06	
	3,144.99				3,144.99
	17,524.79		Refund - $0.38	17,524.79	
	$3,607,249.36			$3,588,584.72	18,664.64
Total Deposits and PSN	$3,607,249.36			$3,607,249.36	
		PSN Check fees $ 23.10 - for info only, fees were paid to PSN			
	$ (24,612.83)	Refund			
	$ -	Over			
	$ -	Shortage			
	$ -	Adjustment			
NET TOTAL	$3,582,636.53				

Submitted by: Ron S. Andrews Date: 12-7-21

Approved by: Date: 01-4-22

Attachment: bocminutes_010322 (3194 : BOC Meeting Minutes - January 3, 2022)

D. DMV Monthly Report

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County February, 22 Renewals Due 2/15/22

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Administrator and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon personal property of the respective taxpayers in the County of Camden, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell personal property of such taxpayers for and on account thereof, in accordance with the law.

SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
30,132.47	28,975.65	17,768.26	76,876.38

Witness my hand and official seal this 4th day of January 2022

Chairman, Camden County Board of Commissioners

Attest:

Karen M. Davis
Clerk to the Board of Commissioners of Camden County

This is to certify that I have received the tax receipts and duplicates for collection in the amounts as listed herein.

Lisa S. Anderson
Tax Administrator of Camden County

E. Vehicle Refunds Over $100

REFUNDS OVER $100.00

NCVTS Pending Refund report

NOV. 21 REFUNDS OVER $100.00

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
BEACH, KAILEE JUN DAN	BEACH, KAILEE JUN DAN	BEACH, GORDON EDWARD	105 N POINTE RD	SOUTH MILLS, NC 27976	Proration	0063672456	JHV5269	AUTHORIZED	155711350	Refund Generated due to proration on Bill #0063672456-2021-2021-0000-00	Tag Surrender	11/15/2021	11/29/2021 2:14:57 PM	1843	Tax	($191.39)	$0.00	($191.39)
														1	Tax	($2.20)	$0.00	($2.20)
																	Refund	$193.59
JORDAN, BRANDON PAUL	JORDAN, BRANDON PAUL		139 MILL RUN LOOP	SOUTH MILLS, NC 27976	Proration	0060448184	KD2437	PENDING	156279004	Refund Generated due to proration on Bill #0060448184-2020-2020-0000-00	Tag Surrender	11/29/2021		1843	Tax	($256.13)	$0.00	($256.13)
														1	Tax	($3.46)	$0.00	($3.46)
																	Refund	$259.59
MCPHERSON, STEVEN DELBERT	MCPHERSON, STEVEN DELBERT		301 STINGY LN	SOUTH MILLS, NC 27976	Proration	0060227312	HDC4679	AUTHORIZED	155711320	Refund Generated due to proration on Bill #0060227312-2020-2020-0000-00	Tag Surrender	11/15/2021	11/29/2021 2:14:57 PM	1843	Tax	($100.72)	$0.00	($100.72)
														1	Tax	($1.36)	$0.00	($1.36)
																	Refund	$102.08

Submitted by Lisa S. Anderson Date 12-3-21
Lisa S. Anderson, Tax Administrator Camden County

Approved by Date 01-04-22
Chairman Camden County Board of Commissioners

Attachment: bocminutes_010322 (3194 : BOC Meeting Minutes - January 3, 2022)

F. Pickups, Releases & Refunds

NAME	REASON	NO.
Daniel Delmar Hilbert, ETAL	Code Enforcement	Pick-up/23398
	$375.00	R-134376-2021
Emily Forbes Crain	Code Enforcement	Pick-up/23397
	$225.00	R-133872-2021
Nicholas W. Stotts	Turned in plates - Adjustment	Pick-up/23432
	$115.86	P-21199-2021
Mitchell Paul Pipkin	Code Enforcement	Pick-up/23399
	$300.00	R-137253-2021
Timothy Wayne Metheny	Turned in plates - Refund	Pick-up/23430
	$121.72	59398596

G. Community Services Block Grant

Community Services Block Grant [CSBG]
Documentation of Submission to County Commissioners

Background: The North Carolina Administrative Code [10A NCAC 97C.0111 (b)(1)(A)] requires that each CSBG grant recipient submit its Community Anti-Poverty Plan [grant application] to each County Commissioner Board that it serves.

Instructions: This form is to be completed and notarized by the Clerk to the Board.

Agency Name: Camden County

County: Camden

Date of Application Submission: 12-14-21

[Note: This application should be submitted to the County Commissioners at least thirty [30] days prior to application submission to the Office of Economic Opportunity [OEO]. The grant application is due to OEO **January 14, 2022.**

Clerk to the Board should initial all items below.

KD The agency submitted a complete grant application for Commissioner review.

KD The Clerk to the Board will be responsible for assuring that the application is distributed to the Commissioners.

KD Commissioners' comments provided those to the agency. (If applicable)

Karen M. Davis — Clerk to the Board — Date: 1-4-22

Stephanie B Jackson — Notary — Date: 1-4-22

Stephanie B Jackson Notary Public Camden County, NC

Motion to approve the Consent Agenda as presented.

RESULT:	**PASSED [5-0]**
MOVER:	Randy Krainiak
AYES:	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

Attachment: bocminutes_010322 (3194 : BOC Meeting Minutes - January 3, 2022)

ITEM 8. COUNTY MANAGER'S REPORT

County Manager Ken Bowman included the following in his report:

- Thank you to the audit team for hard work in preparation of the annual audit and to the county departments for staying within established budget parameters.
- Volunteers needed to serve on various County boards and committees. Applications are available on the county web site.
- Next Board of Commissioners Meeting – February 7, 2022

ITEM 9. COMMISSIONERS' REPORTS

- Chairman Munro recognized a contribution from the local ABC Stores. Recently Mr. Durward Medlin presented a check to the county after expenses were paid in the amount of $120,000 to the General Fund. Each year the ABC Store makes a sizable contribution and we would like the public to be made aware.

ITEM 10. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES

Provided for information only:

A. Register of Deeds Report
B. Library Report

ITEM 11. OTHER MATTERS

None.

ITEM 12. ADJOURN

Motion to adjourn.

RESULT:	**PASSED [5-0]**
MOVER:	Ross Munro
AYES:	Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

There being no further matters for discussion Chairman Ross Munro adjourned the meeting at 7:28 PM.

ATTEST:

Ross B. Munro, Chairman
Camden County Board of Commissioners

Karen M. Davis
Clerk to the Board of Commissioners

Attachment: bocminutes_010322 (3194 : BOC Meeting Minutes - January 3, 2022)

CAMDEN COUNTY
NORTH CAROLINA · USA
Boundless Opportunities.

Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 7.C
Meeting Date: February 07, 2022

Submitted By: Stephanie Jackson, HR Director
Finance
Prepared by: Karen Davis

Item Title **Budget Amendments**

Attachments: Budget Amendments (PDF)

2021-22-BA018

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT INCREASE	AMOUNT DECREASE
Revenues			
10340510-435510	Gun Fees	$5,000	
Expenses			
105100-542000	Ammo	$5,000	

This Budget Amendment is made to appropriate funds that came in from gun fees to the Ammo expense line.

This will result in no change to the Contingency of the General Fund.

Balance in Contingency $40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 7th day of February, 2022.

Clerk to Board of Commissioners **Chairman, Board of Commissioners**

Attachment: Budget Amendments (3209 : Budget Amendments)

2021-22-BA019

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT INCREASE	AMOUNT DECREASE
Revenues			
10385510-402001	Donation	$3,332.04	
Expenses			
105100-551400	Fundraiser	$3,332.04	

This Budget Amendment is made to appropriate funds that came in from donations to the fundraiser expense line.

This will result in no change to the Contingency of the General Fund.

Balance in Contingency $40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 7th day of February, 2022.

Clerk to Board of Commissioners **Chairman, Board of Commissioners**

Attachment: Budget Amendments (3209 : Budget Amendments)

2021-22-BA020

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT INCREASE	AMOUNT DECREASE
Revenues			
10340605-432700	Fees Collected	$48.92	
Expenses			
106050-532000	Office Supplies	$48.92	

This Budget Amendment is made to appropriate funds that came in from fee collected to the office supplies expense line due to the reimbursement of printed materials.

This will result in no change to the Contingency of the General Fund.

Balance in Contingency $40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 7th day of February, 2022.

Clerk to Board of Commissioners **Chairman, Board of Commissioners**

Attachment: Budget Amendments (3209 : Budget Amendments)

CAMDEN COUNTY
NORTH CAROLINA · USA
Boundless Opportunities.

Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 7.D
Meeting Date: February 07, 2022

Submitted By: Karen Davis, Clerk to the Board
Schools
Prepared by: Karen Davis

Item Title **School Budget Amendments**

Attachments: School Budget Amendments (PDF)

Budget Amendment

Camden County Schools Administrative Unit

State Public School Fund

The Camden County Board of Education at a meeting on the 13th day of January 2022 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2022.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	265,310.40	
5200	Special Instructional Programs	195,709.20	
5300	Alternative Programs & Services	11,317.50	
5400	School Leadership	44,331.93	
5800	School-Based Support Services	83,274.80	
6500	Operational Support Services		1,020.00
6600	Financial and Human Resource	4,454.24	
6800	System-Wide Pupil Support	22,966.01	
6900	Policy, Leadership & Public	7,553.00	
7200	Nutrition Services	1,955.26	

Explanation:

Total Appropriation in Current Budget	$ 14,867,885.33
Amount of **Increase**/Decrease of Above Amendment	+ 635,852.30
Total Appropriation in Current Amended Budget	$ 15,503,737.63

Passed by majority vote of the Board of Education of Camden County on the 13th day of January 2022.

Chairman, Board of Education

Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this _____ day of _____ 20____.

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

Attachment: School Budget Amendments (3202 : School Budget Amendments)

BUDGET AMENDMENT
January 13, 2022

1. State Public School Fund

A. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

Classroom Teacher		
1.5110.001.121 Salary - Teacher	$	+151,831.00
Total – Classroom Teacher	$	+151,831.00

B. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

Central Office Administration		
1.6820.002.113 Salary – Data Manager	$	+ 18,966.01
1.6820.002.211 Emp. Soc. Sec. Costs		+ 1,000.00
1.6820.002.221 Emp. Retirement Costs		+ 3,000.00
Total – Central Office Administration	$	+ 22,966.01

C. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

Non-Instructional Support		
1.5210.003.162 Substitute Pay	$	+ 15,000.00
1.5210.003.211 Emp. Soc. Sec. Cost		+ 1,000.00
1.5810.003.162 Substitute Pay		+ 40.00
1.5810.003.211 Emp. Soc. Sec. Costs		+ 3.06
1.5110.003.221 Emp. Retirement Costs		+ 4,231.94
Total – Non-Instructional Support	$	+ 20,275.00

D. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

K-5 Program Enhancement Teachers		
1.5132.004.121 Salary – Teacher	$	+ 8,738.00
Total – K-5 Program Enhancement Teachers	$	+ 8,738.00

Attachment: School Budget Amendments (3202 : School Budget Amendments)

BUDGET AMENDMENT
State Public School Fund
January 13, 2022, Page 2

E. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

School Building Administration		
1.5420.005.117 Salary – Asst. Principal Intern	$	+ 27,794.00
Total – School Building Administration	$	+ 27,794.00

F. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

School Psychologist		
1.5210.006.133 Salary – Psychologist	$	+107,925.00
1.5210.006.211 Emp. Soc. Sec. Costs		+ 4,500.00
1.5210.006.221 Emp. Retirement Costs		+ 12,000.00
Total – School Psychologist	$	+124,425.00

G. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

Instructional Support		
1.5110.007.131 Salary – Inst. Support	$	+ 21,355.00
Total – Instructional Support	$	+ 21,355.00

H. We have reviewed this area of the budget and find that we must increase our budget to cover the benefits that will be covered at the end of the year by NCDPI that are paid during the year to employees. We request your approval of the following amendment.

Non-Contributory Employee Benefits		
1.5110.009.184 Longevity	$ +	2,385.70
1.5110.009.188 Annual Leave Payout	+	1,251.84
1.5110.009.211 Emp. Soc. Sec. Costs	+	278.28
1.5110.009.221 Emp. Retirement Costs	+	788.62
1.5210.009.184 Longevity	+	581.40
1.5210.009.211 Emp. Soc. Sec. Costs	+	44.48
1.5210.009.221 Emp. Retirement Costs	+	126.05
1.5320.009.185 Bonus Leave Payout	+	36.92
1.5320.009.188 Annual Leave Payout	+	1,949.87
1.5320.009.211 Emp. Soc. Sec. Costs	+	151.98

Attachment: School Budget Amendments (3202 : School Budget Amendments)

BUDGET AMENDMENT
State Public School Fund
January 13, 2022, Page 3

1.5320.009.221	Emp. Retirement Costs	+	430.73
1.5400.009.184	Longevity	+	3,136.50
1.5400.009.185	Bonus Leave Payout	+	36.07
1.5400.009.188	Annual Leave Payout	+	8,841.60
1.5400.009.211	Emp. Soc. Sec. Costs	+	919.09
1.5400.009.221	Emp. Retirement Costs	+	2,604.67
1.5840.009.221	Emp. Retirement Costs	-	793.32
1.5860.009.221	Emp. Retirement Costs	+	793.32
1.6610.009.184	Longevity	+	2,107.80
1.6610.009.211	Emp. Soc. Sec. Costs	+	161.24
1.6610.009.221	Emp. Retirement Costs	+	456.97
1.6620.009.184	Longevity	+	1,336.28
1.6620.009.211	Emp. Soc. Sec. Costs	+	102.24
1.6620.009.221	Emp. Retirement Costs	+	289.71
1.6940.009.184	Longevity	+	5,840.10
1.6940.009.211	Emp. Soc. Sec. Costs	+	446.77
1.6940.009.221	Emp. Retirement Costs	+	1,266.13
1.7200.009.184	Longevity	+	1,511.83
1.7200.009.211	Emp. Soc. Sec. Costs	+	115.66
1.7200.009.221	Emp. Retirement Costs	+	327.77
Total – Non-Contributory Employee Benefits		$ +	37,526.30

I. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

Career & Technical EDU - Months		
1.5120.013.121 Salary - Teacher	$	+ 29,590.00
Total – Career & Technical EDU - Months	$	+ 29,590.00

J. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

Career & Technical EDU - Program		
1.5120.014.162 Substitute Pay	$	+ 1,178.00
Total – Career & Technical EDU - Program	$	+ 1,178.00

Attachment: School Budget Amendments (3202 : School Budget Amendments)

BUDGET AMENDMENT
State Public School Fund
January 13, 2022, Page 4

K. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

Disadvantaged Students		
1.5110.024.121 Salary - Teacher	$	+ 2,378.00
Total – Disadvantaged Students	$	+ 2,378.00

L. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

Teacher Assistants		
1.5110.027.142 Salary – Teacher Asst.	$	+ 20,000.00
1.5110.027.199 Overtime Pay		+ 8,493.00
Total – Teacher Assistants	$	+ 28,493.00

M. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

Low Wealth Supplemental		
1.5110.031.411 Supplies & Materials	$	+ 3,000.00
1.5110.031.418 Computer Software & Supplies		+ 10,000.00
1.5270.031.311 Contracted Services		+ 780.25
1.5400.031.199 Overtime Pay		+ 1,000.00
1.5860.031.146 Salary – Technology Tech		+ 69,631.74
1.5860.031.199 Overtime Pay		+ 100.00
1.5860.031.211 Emp. Soc. Sec. Costs		+ 1,500.00
1.5860.031.221 Emp. Retirement Costs		+ 5,000.00
1.5860.031.231 Emp. Hosp. Ins. Costs		+ 7,000.00
Total – Low Wealth Supplemental	$	+ 98,011.99

N. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

Children with Special Needs		
1.5210.032.121 Salary - Teacher	$	+ 50,800.00
Total – Children with Special Needs	$	+ 50,800.00

Attachment: School Budget Amendments (3202 : School Budget Amendments)

BUDGET AMENDMENT
State Public School Fund
January 13, 2022, Page 5

O. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

Academically & Intellectually		
1.5260.034.231 Emp. Hosp. Ins. Costs	$	+ 2,952.00
Total – Academically & Intellectually	$	+ 2,952.00

P. We have received an allotment revision and must decrease our budget to reflect the allotment. We request your approval of the following amendment.

Transportation		
1.6550.056.175 Salary – Transportation Personnel	$	- 1,020.00
Total – Transportation	$	- 1,020.00

Q. We have received an allotment revision and must decrease our budget to reflect the allotment. We request your approval of the following amendment.

Classroom Materials		
1.5110.061.411 Supplies & Materials	$	- 92.00
Total – Classroom Materials	$	- 92.00

R. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

At Risk Student Services		
1.5330.069.418…03 Computer Software & Supplies	$	+ 7,704.08
1.5320.069.231…03 Emp. Hosp. Ins. Costs		+ 1,043.92
Total – At Risk Student Services	$	+ 8,748.00

S. We have received an allotment revision and must decrease our budget to reflect the allotment. We request your approval of the following amendment.

Textbooks		
1.5110.130.412 Textbooks	$	- 97.00
Total – Textbooks	$	- 97.00

Attachment: School Budget Amendments (3202 : School Budget Amendments)

BUDGET AMENDMENT
State Public School Fund
January 13, 2022, Page 6

3100.000 Revenue – State Public School Fund $ - 635,852.30

Passed by majority vote of the Board of Education of Camden County on the 13th day of January, 2022.

Chairman, Board of Education

Secretary, Board of Education

Attachment: School Budget Amendments (3202 : School Budget Amendments)

Budget Amendment

Camden County Schools Administrative Unit

Federal Grant Fund

The Camden County Board of Education at a meeting on the 13th day of January 2022 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2022.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	270,301.72	
5200	Special Instructional Programs	28,887.84	
5300	Alternative Programs & Services	76,606.24	
5400	School Leadership	19,353.27	
5800	School Based Support Services	18,371.75	
6200	Special Population Support	646.65	
6500	Operational Support Services	15,736.40	
6600	Financial and Human Resource	3,879.90	
6700	Accountability Services	646.65	
6800	System-Wide Pupil Support	517.32	
6900	Policy, Leadership & Public	2,715.93	
7200	Nutrition Services	13,465.19	
8100	Payments to Other Gov. Units	10,823.14	

Explanation: Revenues increased for carryover funds

Total Appropriation in Current Budget	$	2,349,202.25
Amount of **Increase**/Decrease of Above Amendment	+	461,952.00
Total Appropriation in Current Amended Budget	$	2,811,154.25

Passed by majority vote of the Board of Education of Camden County on the 13th day of January, 2022.

Chairman, Board of Education

Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this _____ day of _____ 20____.

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

Attachment: School Budget Amendments (3202 : School Budget Amendments)

BUDGET AMENDMENT
January 13, 2022

3. Federal Grant Fund

A. We have received an allotment revision and reviewed this area of the budget and find that we must increase funds within the budget. We request your approval of the following amendment.

Career & Technical EDU - Program
Project #22-017-150

3.5120.017.411 Supplies & Materials	$	+ 1,330.93
3.8100.017.392 Indirect Cost		+ 31.07
Total – Career & Technical EDU - Program	$	+ 1362.00
		==========
3.3600.017 Revenue – Career & Technical EDU	$	- 1362.00
		==========

B. We have received an allotment revision and reviewed this area of the budget and find that we must increase funds within the budget. We request your approval of the following amendment.

School Nutrition COVID Support
Project #22-174-150

3.7200.174.183 Nutrition Services - Bonus	$	+ 10,390.00
3.7200.174.211 Emp. Soc. Sec. Costs		+ 794.84
3.7200.174.221 Emp. Retirement Costs		+ 1,633.70
3.8100.174.392 Indirect Cost		+ 325.46
Total – School Nutrition COVID Support	$	+ 13,144.00
		==========
3.3600.174 Revenue – School Nutrition COVID	$	- 13,144.00
		==========

C. We have received an allotment revision and reviewed this area of the budget and find that we must increase funds within the budget. We request your approval of the following amendment.

Learning Loss Funding
Project #22-176-150

3.5350.176.121 Extended Day/Year Instructor	$	+ 30,000.00
3.5350.176.211 Emp. Soc. Sec. Costs		+ 2,295.00
3.5350.176.221 Emp. Retirement Costs		+ 6,504.00
3.5350.176.411 Supplies & Materials		+ 2,500.00
3.5350.176.418 Computer Software & Supplies		+ 2,885.16

Attachment: School Budget Amendments (3202 : School Budget Amendments)

BUDGET AMENDMENT
Federal Grant Funds
January 13, 2022, Page 2

3.8100.176.392 Indirect Cost		+ 1,121.84
Total – Learning Loss Funding	$	+ 45,306.00
		==========
3.3600.176 Revenue – Learning Loss Funding	$	- 45,306.00
		==========

D. We have received an allotment revision and reviewed this area of the budget and find that we must increase funds within the budget. We request your approval of the following amendment.

Summer Career Accelerator Program
Project #22-177-150

3.5350.177.121 Extended Day/Year Instructor	$	+ 18,000.00
3.5350.177.211 Emp. Soc. Sec. Costs		+ 1,377.00
3.5350.177.221 Emp. Retirement Costs		+ 3,902.40
3.5350.177.411 Supplies & Materials		+ 5,056.08
3.5350.177.418 Computer Software & Supplies		+ 1,500.00
3.8100.177.392 Indirect Cost		+ 757.52
Total – Summer Career Accelerator Program	$	+ 30,593.00
		==========
3.3600.177 Revenue – Summer Career Accelerator	$	- 30,593.00
		==========

E. We have received an allotment revision and reviewed this area of the budget and find that we must increase funds within the budget. We request your approval of the following amendment.

ESSER III
Project #22-181-150

3.5110.181.181 Supplemental Pay	$	+ 51,000.00
3.5110.181.211 Emp. Soc. Sec. Costs		+ 3,901.50
3.5110.181.221 Emp. Retirement Costs		+104,606.00
3.5110.181.311 Contracted Services		+ 24,745.60
3.5110.181.418 Computer Software & Supplies		+ 30,000.00
3.5110.181.462 Pur. of Computer Hdwe		+ 35,318.19
3.5120.181.181 Supplemental Pay		+ 7,000.00
3.5120.181.211 Emp. Soc. Sec. Costs		+ 535.50
3.5120.181.221 Emp. Retirement Cost		+ 1,517.60
3.5130.181.181 Supplemental Pay		+ 8,000.00
3.5130.181.211 Emp. Soc. Sec. Costs		+ 612.00

Attachment: School Budget Amendments (3202 : School Budget Amendments)

BUDGET AMENDMENT
Federal Grant Funds
January 13, 2022, Page 3

3.5130.181.221	Emp. Retirement Costs	+	1,734.40
3.5210.181.181	Supplemental Pay	+	14,000.00
3.5210.181.211	Emp. Soc. Sec. Costs	+	1,071.00
3.5210.181.221	Emp. Retirement Costs	+	11,230.24
3.5240.181.181	Supplemental Pay	+	1,500.00
3.5240.181.211	Emp. Soc. Sec. Costs	+	114.75
3.5240.181.221	Emp. Retirement Costs	+	325.20
3.5260.181.181	Supplemental Pay	+	500.00
3.5260.181.211	Emp. Soc. Sec. Costs	+	38.25
3.5260.181.221	Emp. Retirement Costs	+	108.40
3.5310.181.181	Supplemental Pay	+	1,000.00
3.5310.181.211	Emp. Soc. Sec. Costs	+	76.50
3.5310.181.221	Emp. Retirement Costs	+	216.80
3.5320.181.181	Supplemental Pay	+	500.00
3.5320.181.211	Emp. Soc. Sec. Costs	+	38.25
3.5320.181.221	Emp. Retirement Costs	+	108.40
3.5330.181.181	Supplemental Pay	+	500.00
3.5330.181.211	Emp. Soc. Sec. Costs	+	38.25
3.5330.181.221	Emp. Retirement Costs	+	108.40
3.5400.181.181	Supplemental Pay	+	4,000.00
3.5400.181.211	Emp. Soc. Sec. Costs	+	306.00
3.5400.181.221	Emp. Retirement Costs	+	867.20
3.5410.181.181	Supplemental Pay	+	2,500.00
3.5410.181.211	Emp. Soc. Sec. Costs	+	191.25
3.5410.181.221	Emp. Retirement Costs	+	542.00
3.5420.181.181	Supplemental Pay	+	2,000.00
3.5420.181.211	Emp. Soc. Sec. Costs	+	153.00
3.5420.181.221	Emp. Retirement Costs	+	8,793.82
3.5810.181.181	Supplemental Pay	+	2,000.00
3.5810.181.211	Emp. Soc. Sec. Costs	+	153.00
3.5810.181.221	Emp. Retirement Costs	+	433.60
3.5830.181.181	Supplemental Pay	+	2,000.00
3.5830.181.211	Emp. Soc. Sec. Costs	+	153.00
3.5830.181.221	Emp. Retirement Costs	+	5,636.80
3.5840.181.181	Supplemental Pay	+	2,000.00
3.5840.181.211	Emp. Soc. Sec. Costs	+	153.00
3.5840.181.221	Emp. Retirement Costs	+	3,902.40
3.5860.181.181	Supplemental Pay	+	1,500.00
3.5860.181.211	Emp. Soc. Sec. Costs	+	114.75
3.5860.181.221	Emp. Retirement Costs	+	325.20
3.6200.181.181	Supplemental Pay	+	500.00
3.6200.181.211	Emp. Soc. Sec. Costs	+	38.25

BUDGET AMENDMENT
Federal Grant Funds
January 13, 2022, Page 4

3.6200.181.221	Emp. Retirement Costs	+	108.40
3.6540.181.181	Supplemental Pay	+	2,500.00
3.6540.181.211	Emp. Soc. Sec. Costs	+	191.25
3.6540.181.221	Emp. Retirement Costs	+	433.60
3.6550.181.181	Supplemental Pay	+	7,000.00
3.6550.181.211	Emp. Soc. Sec. Costs	+	535.50
3.6550.181.221	Emp. Retirement Costs	+	1,842.80
3.6580.181.181	Supplemental Pay	+	2,500.00
3.6580.181.211	Emp. Soc. Sec. Costs	+	191.25
3.6580.181.221	Emp. Retirement Costs	+	542.00
3.6610.181.181	Supplemental Pay	+	2,000.00
3.6610.181.211	Emp. Soc. Sec. Costs	+	153.00
3.6610.181.221	Emp. Retirement costs	+	433.60
3.6620.181.181	Supplemental Pay	+	1,000.00
3.6620.181.211	Emp. Soc. Sec. Costs	+	76.50
3.6620.181.221	Emp. Retirement Costs	+	216.80
3.6710.181.181	Supplemental Pay	+	500.00
3.6710.181.211	Emp. Soc. Sec. Costs	+	38.25
3.6710.181.221	Emp. Retirement Costs	+	108.40
3.6820.181.181	Supplemental Pay	+	400.00
3.6820.181.211	Emp. Soc. Sec. Costs	+	30.60
3.6820.181.221	Emp. Retirement Costs	+	86.72
3.6940.181.181	Supplemental Pay	+	2,100.00
3.6940.181.211	Emp. Soc. Sec. Costs	+	160.65
3.6940.181.221	Emp. Retirement Costs	+	455.28
3.7200.181.181	Supplemental Pay	+	500.00
3.7200.181.211	Emp. Soc. Sec. Costs	+	38.25
3.7200.181.221	Emp. Retirement Costs	+	108.40
3.8100.181.392	Indirect Cost	+	8,587.25
Total – ESSER III		$	+371,547.00
			==========
3.3600.181	Revenue – ESSER III	$	- 371,547.00
			==========

Attachment: School Budget Amendments (3202 : School Budget Amendments)

BUDGET AMENDMENT
Federal Grant Funds
January 13, 2022, Page 5

Passed by majority vote of the Board of Education of Camden County on the 13th day of January, 2022.

Chairman, Board of Education

Secretary, Board of Education

Attachment: School Budget Amendments (3202 : School Budget Amendments)

Budget Amendment

Camden County Schools Administrative Unit

Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 13th day of January, 2022 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2022.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	29,195.18	
7100	Regular Community Services	39,124.50	

Explanation:

Total Appropriation in Current Budget	$	469,586.82
Amount of Increase/Decrease of Above Amendment	+	68,319.68
Total Appropriation in Current Amended Budget	$	537,906.50

Passed by majority vote of the Board of Education of Camden County on the 13th day of January 2022.	We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this _____ day of _____ 20____.
Chairman, Board of Education	Chairman, Board of County Commissioners
Secretary, Board of Education	Clerk, Board of County Commissioners

Attachment: School Budget Amendments (3202 : School Budget Amendments)

#5452

BUDGET AMENDMENT
January 13, 2022

8. Other Local Current Expense Fund

A. We received a grant for this area of the budget and must increase funds to reflect increased revenues. We request your approval of the following amendment.

Afterschool Day Care Program		
8.7100.701.183 Bonus Pay	$	+ 39,124.50
Total – Afterschool Day Care Program	$	+ 39,124.50

B. We have reviewed this area of the budget and must increase funds to reflect increased revenues. We request your approval of the following amendment.

School Technology		
8.5110.905.418 Computer Software & Supplies	$	+ 29,195.18
Total – School Technology	$	+ 29,195.18

8.4490.701	NC Fast Grant – Afterschool Program	- 39,124.50
8.4490	Misc. Revenue	- 29,195.18
Total Revenue		- 68,319.68

Passed by majority vote of the Board of Education of Camden County on the 13th day of January, 2022.

Chairman, Board of Education

Secretary, Board of Education

Attachment: School Budget Amendments (3202 : School Budget Amendments)

CAMDEN COUNTY
NORTH CAROLINA · USA
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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 7.E
Meeting Date: February 07, 2022

Submitted By: Lisa Anderson, Tax Administrator
Taxes
Prepared by: Karen Davis

Item Title **Tax Collection Report**

Attachments: Tax Collection Report (PDF)

Tax Collection Report

DECEMBER 2021

Day	Amount	Amount	Name of Account	Deposits	Internet
	$	$	$	$	$
1	72,461.62		Refund - $237.44	72,461.62	
2	173,353.48		Refund - $0.09	173,353.48	
	50,821.01		Refund - $1.25	50,821.01	
3	25,849.60		Refund - $2.61 / Short - $20.00	25,849.60	
6	105,482.49		Refund - $43.78	105,482.49	
7	58,887.54			58,887.54	
8	70,010.70		Refund - $0.30	70,010.70	
9	40,315.92			40,315.92	
10	8,386.33		PSN		8,386.33
	31,787.59		Refund - $10.93	31,787.59	
13	120,855.29		Refund - $10.00	120,855.29	
14	25,562.15			25,562.15	
15	30,927.82		Refund - $58.09	30,927.82	
16	61,947.54			61,947.54	
17	47,566.41		Refund - $0.39	47,566.41	
20	16,050.95		PSN		16,050.95
	150,114.18		Refund - $772.41	150,114.18	
21	69,257.48			69,257.48	
22	84,095.65			84,095.65	
28	9,066.34		PSN - Refund - $6.97		9,066.34
	62,759.92			62,759.92	
	204,356.33		Refund - $37.61	204,356.33	
29	563,188.98		Refund -$34,062.06	563,188.98	
	216,686.33			216,686.33	
	9,747.61			9,747.61	
30	148,032.39		Refund - $3.00	148,032.39	
	30,852.20			30,852.20	
	30,226.79		PSN		30,226.79
	41,978.45			41,978.45	
			PSN - Refunded, already paid		
			by Virginia Albertson - $237.14		
			paid to PSN electronic check.		
			Duplicate payment refunded to		
			Forrest Bartlett - $166.87		
	$2,560,629.09			$2,496,898.68	$ 63,730.41
Total Deposits	$2,560,629.09			$2,560,629.09	
and PSN					
		PSN Check fees $ 35.20 - for info only, fees were paid to PSN			
	$ (35,413.80)	Refund			
	$ -	Over			
	$ 20.00	Shortage			
	$ 0.34	Adjustment			
NET TOTAL	$2,525,234.95				

Submitted by: Kim S. Anderson Date: 1-14-22

Approved by: _____ Date: _____

Attachment: Tax Collection Report (3196 : Tax Collection Report)

CAMDEN COUNTY
NORTH CAROLINA · USA
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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

<u>Consent Agenda</u>

Item Number: 7.F
Meeting Date: February 07, 2022

Submitted By: Teri Smith,
Taxes
Prepared by: Teri Smith

Item Title **Vehicle Refunds Over $100.00**

Attachments: DMV Monthly Report March, 2022 Renewals (PDF)

Summary: DMV Monthly Report March, 22 Renewals Due 4/15/22

Recommendation: Review and Approve

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County March, 22 Renewals Due 4/15/22

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Administrator and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon personal property of the respective taxpayers in the County of Camden, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell personal property of such taxpayers for and on account thereof, in accordance with the law.

SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
40,972.40	36,936.22	23,264.30	101,172.92

Witness my hand and official seal this _____day of _____

_____
Chairman, Camden County Board of Commissioners

Attest:

_____
Clerk to the Board of Commissioners of Camden County

This is to certify that I have received the tax receipts and duplicates for collection in the amounts as listed herein.

Lisa S. Anderson
Tax Administrator of Camden County

Attachment: DMV Monthly Report March, 2022 Renewals (3192 : DMV Monthly Report)

CAMDEN COUNTY
NORTH CAROLINA · USA
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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

<u>Consent Agenda</u>

Item Number: 7.G
Meeting Date: February 07, 2022

Submitted By: Teri Smith,
Taxes
Prepared by: Teri Smith

Item Title **Refunds Over $100.00**

Attachments: Refunds Over $100.00 Jan., 2022 (PDF)

Summary: Refunds Over $100.00 Jan, 2022

Recommendation: Review and Approve

ACS Tax System
1/20/22 16:40:47

REFUNDS OVER $100.00

Refunds to be Issued by Finance Office

CAMDEN COUNTY

Refund$	Remit To:	Reference:	Drawer/Transaction Info:
237.44	ALBERTSON,MELVIN RAY 117 BASS LAKE ROAD SOUTH MILLS NC 27976	2021 R 01-7090-00-26-4513.0000 oveerpayment-r-131017-2021	20211201 1 263797
2,162.29	CORELOGIC CENTRALIZED REFUNDS PO BOX 9202 COPPELL TX 750199760	2021 R 02-8926 00 23 4280.0000 OVERPAYMENT - R-133676-2021	20211229 2 264751
3,523.66	CORELOGIC CENTRALIZED REFUNDS PO BOX 9202 COPPELLE TX 750199760	2021 R-133483,134912,& 137616 OVERPAYMENTS	20211229 2 264759
3,411.22	CORELOGIC CENTRALIZED REFUNDS PO BOX 9202 COPPELL TX 750199760	2021 R 02 8946 00 60 8179.0000 OVERPAYMENT - R-134696-2021	20211229 2 264761
1,362.04	CORELOGIC CENTRALIZED REFUNDS PO BOX 9202 COPPELL TX 950199760	2021 R 01-7988-00-78-8645.0000 OVERPAYMENT - R-132355-2021	20211229 2 264763
2,378.05	CORELOGIC CENTRALIZED REFUNDS PO BOX 9202 COPPELL TX 750199760	2021 R 01-7081-00-81-5795.0000 OVERPAYMENT - R-131138-2021	20211229 2 264767
7,064.50	CORELOGIC CENTRALIZED REFUNDS PO BOX 9202 COPPELL TX 750199760	2021 R-133426 & R-137874 OVERPAYMENTS	20211229 2 264768
5,124.66	CORELOGIC CENTRALIZED REFUNDS PO BOX 9202 COPPELL TX 750199760	2021 R 03 8943 04 74 1876.0000 OVERPAYMENT - R-137515-2021	20211229 2 264779
2,416.22	CORELOGIC CENTRALIZED REFUNDS PO BOX 9202 COPPELL TX 750199760	2021 R 01-7080 00 25 2414 0000 OVERPAYMENT - R-131741-2021	20211229 2 264811
6,569.42	GANSTER,PAMELA 144 MCPHERSON ROAD SOUTH MILLS NC 27976	2021 R 01-7071-00-85-6254.0000	20211229 2 264794
220.47	HARRIS,RICHARD O 167 HAPPY INDIAN LANE KITTY HAWK NC 27974	2021 R 134326 OVERPAYMENT	20220118 1 265563
388.86	J T JARVIS CONSTRUCTION LLC 2104 FOREST CIRCLE ELIZABETH CITY NC 27909	2021 R 02 8944 00 16 6794.0000 OVERPAYMENT - R-134440-2021	20220105 1 265302
772.40	SANDERS,CLARENCE THORPE 102 RIVER RD CAMDEN NC 279217642	2021 R 02-8943-01-26-6350.0000 overpayment	20211220 1 264360

Submitted by Lisa S. Anderson Date 1-24-22
Lisa S. Anderson, Tax Administrator Camden County

Approved by _____ Date _____
Ross Munro, Chairman Camden County Board of Commissioners

Attachment: Refunds Over $100.00 Jan., 2022 (3197 : Refunds Over $100.00)

CAMDEN COUNTY
NORTH CAROLINA · USA
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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

<u>Consent Agenda</u>

Item Number: 7.H
Meeting Date: February 07, 2022

Submitted By: Teri Smith,
Taxes
Prepared by: Teri Smith

Item Title **Vehicle Refunds Over $100.00**

Attachments: Vehicle Refunds Over $100.00 December, 2021 (PDF)

Summary: Vehicle Refunds Over $100.00 for December, 2021

Recommendation: Review and Approve

REFUNDS OVER $100.00

North Carolina Vehicle Tax System

NCVTS Pending Refund report

Dec, 21 Refunds Over $100.00

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
CRABTREE, JOHN TIMOTHY-DONALD	CRABTREE, JOHN TIMOTHY-DONALD		305 JAPONICA DR	CAMDEN, NC 27921	Proration	0055737612	FCE9959	AUTHORIZED	157741436	Refund Generated due to proration on Bill #0055737612-2021-2021-0000-00	Tag Surrender	12/29/2021	12/30/2021 4:48:12 PM	1843	Tax	($256.64)	$0.00	($256.64
														2	Tax	($2.95)	$0.00	($2.95
																	Refund	$259.5
METHENY, TIMOTHY WAYNE	METHENY, TIMOTHY WAYNE		110 WESLEY RD	SHILOH, NC 27974	Proration	0059398596	HL5365	AUTHORIZED	157142920	Refund Generated due to proration on Bill #0059398596-2020-2020-0000-00	Tag Surrender	12/14/2021	12/29/2021 9:13:23 AM	1843	Tax	($120.10)	$0.00	($120.10
														3	Tax	($1.62)	$0.00	($1.62
																	Refund	$121.7
METHENY, TIMOTHY WAYNE	METHENY, TIMOTHY WAYNE		110 WESLEY RD	SHILOH, NC 27974	Proration	0061283425	FJX6343	AUTHORIZED	157741446	Refund Generated due to proration on Bill #0061283425-2020-2020-0000-00	Tag Surrender	12/29/2021	12/30/2021 4:48:12 PM	1843	Tax	($134.86)	$0.00	($134.86
														3	Tax	($1.82)	$0.00	($1.82
																	Refund	$136.6
MURRAY, DONALD KEITH	MURRAY, DONALD KEITH	VICARS, CHRISTINE LYNN	200 WHITEHALL RD	CAMDEN, NC 27921	Proration	0064072296	JHW1535	AUTHORIZED	157741730	Refund Generated due to proration on Bill #0064072296-2021-2021-0000-00	Tag Surrender	12/29/2021	12/30/2021 4:48:12 PM	1843	Tax	($246.07)	$0.00	($246.07
														2	Tax	($2.83)	$0.00	($2.83
																	Refund	$248.9
SMITH, JOSHUA MATTHEW	SMITH, JOSHUA MATTHEW	JEWELL SMITH, NICHOLE MARIE	200 MCPHERSON RD	SOUTH MILLS, NC 27976	Proration	0062074323	JHD3588	AUTHORIZED	157741742	Refund Generated due to proration on Bill #0062074323-2021-2021-0000-00	Tag Surrender	12/29/2021	12/30/2021 4:48:12 PM	1843	Tax	($155.77)	$0.00	($155.77
														1	Tax	($1.79)	$0.00	($1.79
																	Refund	$157.5

Submitted by Lisa S. Anderson Date 1-10-22
Lisa S. Anderson, Tax Administrator Camden County

Approved by _____ Date _____
Ross Munro, Chairman Camden County Board of Commissioners

Attachment: Vehicle Refunds Over $100.00 December, 2021 (3193 : Vehicle Refunds Over $100.00)

CAMDEN COUNTY
NORTH CAROLINA · USA
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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 7.I
Meeting Date: February 07, 2022

Submitted By: Lisa Anderson, Tax Administrator
Taxes
Prepared by: Karen Davis

Item Title **Pickups, Releases & Refunds**

Attachments: Pickups, Releases & Refunds (PDF)

NAME	REASON	NO.
John Timothy - Donald Crabtree	Turned in plate - Refund	Pick-up/23440
	$259.59	55737612
Timothy Wayne Metheny	Turned in plate - Refund	Pick-up/23441
	$136.68	61283425
Donald Keith Murray	Turned in plate - Refund	Pick-up/23442
	$248.90	64072296
Joshua Matthew Smith	Turned in plate - Refund	Pick/up/23443
	$157.56	62074323
Christ Sanctified Holy Church	Acreage correction & building removed-Adjustment	Pick-up/23444
	$144.95	R-136138-2021
George Berry	Roll back taxes - Pick-up	Pick-up/23448
	$5,584.51	R-111352-2018
		R-118690-2019
		R-126083-2020
		R-135520-2021
Ponderosa Enterprises	Land value reduction - Release	Pick-up/234449
	$302.00	R-135026-2021
Douglas Keith Weisner	Turned in plate - Refund	Pick-up/23451
	$117.20	60008090
Ronald Lee Murphy	Turned in plate - Refund	Pick-up/23454
	$238.04	54323818
Thomas Jeffrey Schneider	Turned in plate - Refund	Pick-up/23468
	$118.15	46129606
Thomas Jeffrey Schneider	Turned in plate - Refund	Pick-up/23469
	$189.52	62973391
Barry Eugene Kirkner, Jr.	Turned in plate - Refund	Pick-up/23465
	$104.46	54386941

Attachment: Pickups, Releases & Refunds (3213 : Pickups, Releases & Refunds)

CAMDEN COUNTY
NORTH CAROLINA · USA
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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 7.J
Meeting Date: February 07, 2022

Submitted By: Ken Bowman,
Administration
Prepared by: Karen Davis

Item Title **FY 2022-2023 Budget Calendar**

Attachments: FY 22-23 Budget Calendar Final (DOCX)

CAMDEN COUNTY FISCAL YEAR 2022-2023
ANNUAL BUDGET & CIP CALENDAR

DATE	PROCEDURE	ACTION BY
February 7-11	Budget Officer & Finance Officer meet to discuss this year's priorities	County Manager Finance Officer
February 23	Board of Commissioner's Retreat to discuss this year's priorities	Budget & Finance Officer Bd. Of Commissioners
March 4	Budget Workbooks Available for Department Heads and County Agencies to pick up	County Manager Finance Officer
March 11	All 2022-2026 Capital Improvement Plan (CIP) requests are due to County Manager's Office	Department Heads Bd. Of Education
March 21-25	Meet with Departments as requested by Department Heads or County Manager	County Manager Department Heads
March 25	Deadline to submit New Position Requests and Other Position Changes for FY 22-23 to Personnel Office	Department Heads
March 25	All Final Budget Requests from County Departments due in County Manager's Office by 5:00 P.M. (G.S. 159-10)	Department Heads
March 30	All Final Budget Requests from Fire Districts and Non-County Organizations due in County Manager's office by 5:00 P.M. (G.S. 159-10)	Fire Districts & Non-County Organizations
April 1	Estimated Tax Valuation Due	Tax Administrator
April 6	Budget, Finance & CIP Work Session, 1:00 P.M. (Library)	County Manager Bd of Commissioners Tax Administrator
April 7	Revenue Estimates Due	Finance Officer
April 20	Camden County Board of Education's Final Proposed Budget due to County Manager	School Board
April 20	Compile Budget Requests & deliver to County Manager	Finance Officer
April 20-21	Review and Analyze Budget Requests	County Manager

Attachment: FY 22-23 Budget Calendar Final (3211 : FY 2022-2023 Budget Calendar)

CAMDEN COUNTY FISCAL YEAR 2022-2023
ANNUAL BUDGET & CIP CALENDAR

DATE	PROCEDURE	ACTION BY
April 22	Budget Meeting, 10:00 AM Manager's Office	County Manager Finance Officer
May 2-6	Compile Budget Document & Budget Message for presentation to Commissioners	County Manager Finance Officer
May 2	Set Public Hearing on Budget (G. S. 159-12(A)) & Public Hearing on CIP (Not statutorily required)	Clerk to Board
May 4	Budget Work Session (Library, 2:00 pm)	Board of County Commissioners
May 5	Review Budget Requests with Department Heads as requested by Budget Officer	County Manager Finance Officer
May 6	Budget & CIP Available to BOC/Public Advertise Budget & CIP available to Public (Publication date: May 16)	County Manager Clerk to Board
May 17	Budget Work Session (Library, 4:00 pm)	Board of County Commissioners
June 6	Public hearing(s) on FY 22-23 Budget (& CIP) (7pm)	Board of County Commissioners
June 6	Consideration of Budget Ordinance (G.S. 159-13:A) & Consideration of CIP (7pm)	Board of County Commissioners
June 13	Adoption of Budget Ordinance & Adoption of CIP if not approved June 6 (7pm)	Board of County Commissioners
June 20	Special Meeting to adopt budget if needed	Board of County Commissioners
June 24	File Copies of Adopted Budget with County Finance Officer and Clerk (G.S. 159-13(d))	Budget Officer

Attachment: FY 22-23 Budget Calendar Final (3211 : FY 2022-2023 Budget Calendar)

CAMDEN COUNTY
NORTH CAROLINA · USA
Boundless Opportunities.

Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 7.K
Meeting Date: February 07, 2022

Submitted By: Stephanie Jackson, HR Director
Finance
Prepared by: Karen Davis

Item Title **Audit Contracts**

Attachments: Audit Contract_County (PDF)
Audit Contract_TDA (PDF)

Summary:
Contracts with Thompson, Price, Scott, Adams & Company for County and TDA audits for 2021-2022 Fiscal Year.
Recommendation:
Approval.

LGC-205 **CONTRACT TO AUDIT ACCOUNTS** Rev. 11/2021

The

Governing Board

of

Primary Government Unit
Camden County

and

Discretely Presented Component Unit (DPCU) (if applicable)
NA

Primary Government Unit, together with DPCU (if applicable), hereinafter referred to as Governmental Unit(s)

and

Auditor Name
Thompson, Price, Scott, Adams & Co., PA
Auditor Address
4024 Oleander Dr., Suite 103, Wilmington, NC 28403

Hereinafter referred to as Auditor

for

Fiscal Year Ending	Audit Report Due Date
06/30/22	10/31/2022

Must be within four months of FYE

hereby agree as follows:

1. The Auditor shall audit all statements and disclosures required by U.S. generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business- type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types). The basic financial statements shall include budgetary comparison information in a budgetary comparison statement, rather than as RSI, for the General Fund and any annually budgeted Special Revenue funds.

2. At a minimum, the Auditor shall conduct the audit and renderthe report in accordance with GAAS. The Auditor shall perform the audit in accordance with *Government Auditing Standards* if the Governmental Unit expended $100,000 or more in combined Federal and State financial assistance during the reporting period. The auditor shall perform a Single Audit if required by Title 2 US Code of Federal Regulations Part 200 *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) or the State Single Audit Implementation Act. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit in accordance with the Uniform Guidance (§200.501), it is recommended that the Auditor and Governmental Unit(s) jointly agree, in advance of the execution of this contract, which party is responsible for submission of the audit and the accompanying data collection form to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512).

If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board).

Attachment: Audit Contract_County (3208 : 2021-2022 Audit Contracts)

3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.

4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC Staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.

5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2018 revision, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he/she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon auditor's receipt of an updated peer review report. If the audit firm received a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to *Government Accounting Standards* or if financial statements are not prepared in accordance with U.S. generally accepted accounting principles (GAAP) and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment to this contract or in an amendment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to LGC Staff within four months of fiscal year end. If it becomes necessary to amend the audit fee or the date that the audit report will be submitted to the LGC, an amended contract along with a written explanation of the change shall be submitted to the Secretary of the LGC for approval.

7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his/her findings, together with his recommendations for improvement. That written report shall include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.

8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's (Units') records for audit, financial statement preparation, any finance-related investigations, or any other audit- related work in the State of North Carolina. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.

9. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit(s) until the invoice has been approved by the Secretary of the LGC. (This also includes any progress billings.)[G.S. 159-34 and 115C-447] All invoices for Audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoice marked 'approved 'with approval date shall be returned to

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the Auditor to present to the Governmental Unit(s) for payment. This paragraph is not applicable to contracts for audits of hospitals.

10. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit(s) shall pay to the Auditor, upon approval by the Secretary of the LGC if required, the fee, which includes any costs the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (federal and state grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. This does not include fees for any pre-issuance reviews that may be required by the NC Association of CPAs (NCACPA) Peer Review Committee or NC State Board of CPA Examiners (see Item 13).

11. If the Governmental Unit(s) has/have outstanding revenue bonds, the Auditor shall submit to LGC Staff, either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor shall submit to LGC Staff simultaneously with the Governmental Unit's (Units') audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.

12. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit(s) and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit(s) or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board upon completion.

13. If the audit firm is required by the NC State Board, the NCACPA Peer Review Committee, or the Secretary of the LGC to have a pre-issuance review of its audit work, there shall be a statement in the engagement letter indicating the pre-issuance review requirement. There also shall be a statement that the Governmental Unit(s) shall not be billed for the pre-issuance review. The pre-issuance review shall be performed prior to the completed audit being submitted to LGC Staff. The pre-issuance review report shall accompany the audit report upon submission to LGC Staff.

14. The Auditor shall submit the report of audit in PDF format to LGC Staff. For audits of units other than hospitals, the audit report should be submitted when (or prior to) submitting the final invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the LGC by any interested parties. Any subsequent revisions to these reports shall be sent to the Secretary of the LGC. These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit(s) without requiring consent of the Auditor. If the LGC Staff determines that corrections need to be made to the Governmental Unit's (Units') financial statements, those corrections shall be provided within three business days of notification unless another deadline is agreed to by LGC Staff.

15. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the

Attachment: Audit Contract_County (3208 : 2021-2022 Audit Contracts)

Secretary of the LGC, this contract may be modified or amended to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.

16. If an approved contract needs to be modified or amended for any reason, the change shall be made in writingand pre-audited if the change includes a change in audit fee (pre-audit requirement does not apply to hospitals). This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted to the Secretary of the LGC for approval. No change to the audit contract shall be effective unless approved by the Secretary of the LGC, the Governing Board, and the Auditor.

17. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and except for fees, work, and terms not related to audit services, shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 30 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.

18. Special provisions should be limited. Please list any special provisions in an attachment.

19. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the primary government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and finance officer also shall be included on this contract.

20. The contract shall be executed, pre-audited (pre-audit requirement does not apply to hospitals), and physically signed by all parties including Governmental Unit(s) and the Auditor, then submitted in PDF format to the Secretary of the LGC.

21. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.

22. Retention of Client Records: Auditors are subject to the NC State Board of CPA Examiners' Retention of Client Records Rule 21 NCAC 08N .0305 as it relates to the provision of audit and other attest services, as well as non-attest services. Clients and former clients should be familiar with the requirements of this rule prior to requesting the return of records.

23. This contract may be terminated at any time by mutual consent and agreement of the Governmental Unit(s) and the Auditor, provided that (a) the consent to terminate is in writing and signed by both parties, (b) the parties have agreed on the fee amount which shall be paid to the Auditor (if applicable), and (c) no termination shall be effective until approved in writing by the Secretary of the LGC.

24. The Governmental Unit's (Units') failure or forbearance to enforce, or waiver of, any right or an event of breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.

25. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.

Attachment: Audit Contract_County (3208 : 2021-2022 Audit Contracts)

26. E-Verify. Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.

27. **Applicable to audits with fiscal year ends of June 30, 2020 andlater.** F or all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and Governmental Auditing Standards, 2018 Revision (as applicable). Financial statement preparation assistance shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. If the Auditor cannot reduce the threats to an acceptable level, the Auditor cannot complete the audit. If the Auditor is able to reduce the threats to an acceptable level, the documentation of this determination, including the safeguards applied, must be included in the audit workpapers.

All non-attest service(s) being performed by the Auditor that are necessary to perform the audit must be identified and included in this contract. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the services and accept responsibility for the results of the services performed. If the Auditor is able to identify an individual with the appropriate SKE, s/he must document and include in the audit workpapers how he/she reached that conclusion. If the Auditor determines that an individual with the appropriate SKE cannot be identified, the Auditor cannot perform both the non-attest service(s) and the audit. See "Fees for Audit Services" page of this contract to disclose the person identified as having the appropriate SKE for the Governmental Unit.

28. **Applicable to audits with fiscal year ends of June 30, 2021 and later.** The auditor shall present the audited financial statements including any compliance reports to the government unit's governing body or audit committee in an official meeting in open session as soon as the audited financial statements are available but not later than 45 days after the submission of the audit report to the Secretary. The auditor's presentation to the government unit's governing body or audit committee shall include:

a) the description of each finding, including all material weaknesses and significant deficiencies, as found by the auditor, and any other issues related to the internal controls or fiscal health of the government unit as disclosed in the management letter, the Single Audit or Yellow Book reports, or any other communications from the auditor regarding internal controls as required by current auditing standards set by the Accounting Standards Board or its successor;

b) the status of the prior year audit findings;

c) the values of Financial Performance Indicators based on information presented in the audited financial statements; and

d) notification to the governing body that the governing body shall develop a "Response to the Auditor's Findings, Recommendations, and Fiscal Matters," if required under 20 NCAC 03 .0508.

29. Information based on the audited financial statements shall be submitted to the Secretary for the purpose of identifying Financial Performance Indicators and Financial Performance Indicators of Concern. See 20 NCAC 03 .0502(c)(6).

Attachment: Audit Contract_County (3208 : 2021-2022 Audit Contracts)

30. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Item 17 for clarification).

31. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at https://www.nctreasurer.com/state-and-local-government-finance-division/local-government-commission/submitting-your-audit

32. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided on the signature pages that follow.

33. Modifications to the language and terms contained in this contract form (LGC-205) are not allowed.

Attachment: Audit Contract_County (3208 : 2021-2022 Audit Contracts)

LGC-205 **CONTRACT TO AUDIT ACCOUNTS** Rev. 11/2021

FEES FOR AUDIT SERVICES

1. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct (as applicable) and *Governmental Auditing Standards,2018 Revision*. Refer to Item 27 of this contract for specific requirements. The following information must be provided by the Auditor; contracts presented to the LGC without this information will be not be approved.

Financial statements were prepared by: ☑ Auditor ☐ Governmental Unit ☐ Third Party

If applicable: Individual at Governmental Unit designated to have the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the non-attest services and accept responsibility for the results of these services:

Name:	***Title and Unit / Company:***	***Email Address:***
Stephanie Jackson	Finance Officer/ Camden County	sjackson@camdencountync.gov

OR Not Applicable ☐ *(Identification of SKE Individual not applicable for GAAS-only audit or audits with FYEs prior to June 30, 2020.)*

2. Fees may not be included in this contract for work performed on Annual Financial Information Reports (AFIRs), Form 990s, or other services not associated with audit fees and costs. Such fees may be included in the engagement letter but may not be included in this contract or in any invoices requiring approval of the LGC. See Items 8 and 13 for details on other allowable and excluded fees.

3. Prior to the submission of the completed audited financial reportand applicable compliance reports subject to this contract, or to an amendment to this contract (if required) the Auditor may submit interim invoices for approval for services rendered under this contract to the Secretary of the LGC, not to exceed 75% of the billings for the unit's last annual audit that was submitted to the Secretary of the LGC. Should the 75% cap provided below conflict with the cap calculated by LGC Staff based on the billings on file with the LGC, the LGC calculation prevails. All invoices for services rendered in an audit engagement as defined in 20 NCAC .0503 shall be submitted to the Commission for approval before any payment is made. Payment before approval is a violation of law. (This paragraph not applicable to contracts and invoices associated with audits of hospitals).

PRIMARY GOVERNMENT FEES

Primary Government Unit	Camden County
Audit Fee	$ 23500.00
Additional Fees Not Included in Audit Fee:	
Fee per Major Program	$
Writing Financial Statements	$
All Other Non-Attest Services	$
75% Cap for Interim Invoice Approval *(not applicable to hospital contracts)*	$ 17,625.00

DPCU FEES (if applicable)

Discretely Presented Component Unit	NA
Audit Fee	$
Additional Fees Not Included in Audit Fee:	
Fee per Major Program	$
Writing Financial Statements	$
All Other Non-Attest Services	$
75% Cap for Interim Invoice Approval *(not applicable to hospital contracts)*	$

Attachment: Audit Contract_County (3208 : 2021-2022 Audit Contracts)

SIGNATURE PAGE

AUDIT FIRM

Audit Firm* Thompson, Price, Scott, Adams & Co., PA	
Authorized Firm Representative (typed or printed)* Gregory S Adams, CPA	Signature*
Date*	Email Address* gadams@tpsacpas.com

GOVERNMENTAL UNIT

Governmental Unit* Camden County	
Date Primary Government Unit Governing Board Approved Audit Contract* (G.S.159-34(a) or G.S.115C-447(a))	
Mayor/Chairperson (typed or printed)* G. Tom White Jr.	Signature*
Date	Email Address tomwhite@camdencountync.gov

Chair of Audit Committee (typed or printed, or "NA") NA	Signature
Date	Email Address

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1).
Not applicable to hospital contracts.

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Primary Governmental Unit Finance Officer* (typed or printed) Stephanie Jackson, Finance Officer	Signature*
Date of Pre-Audit Certificate*	Email Address* sjackson@camdencountync.gove

Attachment: Audit Contract_County (3208 : 2021-2022 Audit Contracts)

SIGNATURE PAGE – DPCU
(complete only if applicable)

DISCRETELY PRESENTED COMPONENT UNIT

DPCU* NA	
Date DPCU Governing Board Approved Audit Contract* (Ref: G.S. 159-34(a) or G.S. 115C-447(a))	
DPCU Chairperson (typed or printed)*	Signature*
Date*	Email Address*

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

DPCU – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1).
Not applicable to hospital contracts.

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

DPCU Finance Officer (typed or printed)*	Signature*
Date of Pre-Audit Certificate*	Email Address*

Remember to print this form, and obtain all required signatures prior to submission.

PRINT

Attachment: Audit Contract_County (3208 : 2021-2022 Audit Contracts)

LGC-205 **CONTRACT TO AUDIT ACCOUNTS** Rev. 11/2021

The Governing Board

of Primary Government Unit
Camden County Tourist Development Authority

and Discretely Presented Component Unit (DPCU) (if applicable)
NA

Primary Government Unit, together with DPCU (if applicable), hereinafter referred to as Governmental Unit(s)

and Auditor Name
Thompson, Price, Scott, Adams & Co., PA

Auditor Address
4024 Oleander Dr., Suite 103, Wilmington, NC 28403

Hereinafter referred to as Auditor

for

Fiscal Year Ending	Audit Report Due Date
06/30/22	10/31/2022

Must be within four months of FYE

hereby agree as follows:

1. The Auditor shall audit all statements and disclosures required by U.S. generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business- type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types). The basic financial statements shall include budgetary comparison information in a budgetary comparison statement, rather than as RSI, for the General Fund and any annually budgeted Special Revenue funds.

2. At a minimum, the Auditor shall conduct the audit and renderthe report in accordance with GAAS. The Auditor shall perform the audit in accordance with *Government Auditing Standards* if the Governmental Unit expended $100,000 or more in combined Federal and State financial assistance during the reporting period. The auditor shall perform a Single Audit if required by Title 2 US Code of Federal Regulations Part 200 *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) or the State Single Audit Implementation Act. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit in accordance with the Uniform Guidance (§200.501), it is recommended that the Auditor and Governmental Unit(s) jointly agree, in advance of the execution of this contract, which party is responsible for submission of the audit and the accompanying data collection form to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512).

If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board).

Attachment: Audit Contract_TDA (3208 : 2021-2022 Audit Contracts)

3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.

4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC Staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.

5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2018 revision, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he/she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon auditor's receipt of an updated peer review report. If the audit firm received a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to *Government Accounting Standards* or if financial statements are not prepared in accordance with U.S. generally accepted accounting principles (GAAP) and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment to this contract or in an amendment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to LGC Staff within four months of fiscal year end. If it becomes necessary to amend the audit fee or the date that the audit report will be submitted to the LGC, an amended contract along with a written explanation of the change shall be submitted to the Secretary of the LGC for approval.

7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his/her findings, together with his recommendations for improvement. That written report shall include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.

8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's (Units') records for audit, financial statement preparation, any finance-related investigations, or any other audit- related work in the State of North Carolina. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.

9. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit(s) until the invoice has been approved by the Secretary of the LGC. (This also includes any progress billings.)[G.S. 159-34 and 115C-447] All invoices for Audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoice marked 'approved 'with approval date shall be returned to

Attachment: Audit Contract_TDA (3208 : 2021-2022 Audit Contracts)

the Auditor to present to the Governmental Unit(s) for payment. This paragraph is not applicable to contracts for audits of hospitals.

10. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit(s) shall pay to the Auditor, upon approval by the Secretary of the LGC if required, the fee, which includes any costs the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (federal and state grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. This does not include fees for any pre-issuance reviews that may be required by the NC Association of CPAs (NCACPA) Peer Review Committee or NC State Board of CPA Examiners (see Item 13).

11. If the Governmental Unit(s) has/have outstanding revenue bonds, the Auditor shall submit to LGC Staff, either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor shall submit to LGC Staff simultaneously with the Governmental Unit's (Units') audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.

12. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit(s) and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit(s) or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board upon completion.

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14. The Auditor shall submit the report of audit in PDF format to LGC Staff. For audits of units other than hospitals, the audit report should be submitted when (or prior to) submitting the final invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the LGC by any interested parties. Any subsequent revisions to these reports shall be sent to the Secretary of the LGC. These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit(s) without requiring consent of the Auditor. If the LGC Staff determines that corrections need to be made to the Governmental Unit's (Units') financial statements, those corrections shall be provided within three business days of notification unless another deadline is agreed to by LGC Staff.

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Secretary of the LGC, this contract may be modified or amended to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.

16. If an approved contract needs to be modified or amended for any reason, the change shall be made in writingand pre-audited if the change includes a change in audit fee (pre-audit requirement does not apply to hospitals). This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted to the Secretary of the LGC for approval. No change to the audit contract shall be effective unless approved by the Secretary of the LGC, the Governing Board, and the Auditor.

17. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and except for fees, work, and terms not related to audit services, shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 30 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.

18. Special provisions should be limited. Please list any special provisions in an attachment.

19. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the primary government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and finance officer also shall be included on this contract.

20. The contract shall be executed, pre-audited (pre-audit requirement does not apply to hospitals), and physically signed by all parties including Governmental Unit(s) and the Auditor, then submitted in PDF format to the Secretary of the LGC.

21. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.

22. Retention of Client Records: Auditors are subject to the NC State Board of CPA Examiners' Retention of Client Records Rule 21 NCAC 08N .0305 as it relates to the provision of audit and other attest services, as well as non-attest services. Clients and former clients should be familiar with the requirements of this rule prior to requesting the return of records.

23. This contract may be terminated at any time by mutual consent and agreement of the Governmental Unit(s) and the Auditor, provided that (a) the consent to terminate is in writing and signed by both parties, (b) the parties have agreed on the fee amount which shall be paid to the Auditor (if applicable), and (c) no termination shall be effective until approved in writing by the Secretary of the LGC.

24. The Governmental Unit's (Units') failure or forbearance to enforce, or waiver of, any right or an event of breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.

25. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.

Attachment: Audit Contract_TDA (3208 : 2021-2022 Audit Contracts)

26. E-Verify. Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.

27. **Applicable to audits with fiscal year ends of June 30, 2020 andlater.** F or all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and Governmental Auditing Standards, 2018 Revision (as applicable). Financial statement preparation assistance shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. If the Auditor cannot reduce the threats to an acceptable level, the Auditor cannot complete the audit. If the Auditor is able to reduce the threats to an acceptable level, the documentation of this determination, including the safeguards applied, must be included in the audit workpapers.

All non-attest service(s) being performed by the Auditor that are necessary to perform the audit must be identified and included in this contract. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the services and accept responsibility for the results of the services performed. If the Auditor is able to identify an individual with the appropriate SKE, s/he must document and include in the audit workpapers how he/she reached that conclusion. If the Auditor determines that an individual with the appropriate SKE cannot be identified, the Auditor cannot perform both the non-attest service(s) and the audit. See "Fees for Audit Services" page of this contract to disclose the person identified as having the appropriate SKE for the Governmental Unit.

28. **Applicable to audits with fiscal year ends of June 30, 2021 and later.** The auditor shall present the audited financial statements including any compliance reports to the government unit's governing body or audit committee in an official meeting in open session as soon as the audited financial statements are available but not later than 45 days after the submission of the audit report to the Secretary. The auditor's presentation to the government unit's governing body or audit committee shall include:

a) the description of each finding, including all material weaknesses and significant deficiencies, as found by the auditor, and any other issues related to the internal controls or fiscal health of the government unit as disclosed in the management letter, the Single Audit or Yellow Book reports, or any other communications from the auditor regarding internal controls as required by current auditing standards set by the Accounting Standards Board or its successor;

b) the status of the prior year audit findings;

c) the values of Financial Performance Indicators based on information presented in the audited financial statements; and

d) notification to the governing body that the governing body shall develop a "Response to the Auditor's Findings, Recommendations, and Fiscal Matters," if required under 20 NCAC 03 .0508.

29. Information based on the audited financial statements shall be submitted to the Secretary for the purpose of identifying Financial Performance Indicators and Financial Performance Indicators of Concern. See 20 NCAC 03 .0502(c)(6).

Attachment: Audit Contract_TDA (3208 : 2021-2022 Audit Contracts)

30. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Item 17 for clarification).

31. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at https://www.nctreasurer.com/state-and-local-government-finance-division/local-government-commission/submitting-your-audit

32. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided on the signature pages that follow.

33. Modifications to the language and terms contained in this contract form (LGC-205) are not allowed.

Attachment: Audit Contract_TDA (3208 : 2021-2022 Audit Contracts)

LGC-205 **CONTRACT TO AUDIT ACCOUNTS** Rev. 11/2021

FEES FOR AUDIT SERVICES

1. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct (as applicable) and *Governmental Auditing Standards,2018 Revision*. Refer to Item 27 of this contract for specific requirements. The following information must be provided by the Auditor; contracts presented to the LGC without this information will be not be approved.

Financial statements were prepared by: ☑ Auditor ☐ Governmental Unit ☐ Third Party

If applicable: Individual at Governmental Unit designated to have the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the non-attest services and accept responsibility for the results of these services:

Name:	***Title and Unit / Company:***	***Email Address:***
Stephanie Jackson	Finance Officer/ Camden County	sjackson@camdencountync.gov

OR Not Applicable ☐ *(Identification of SKE Individual not applicable for GAAS-only audit or audits with FYEs prior to June 30, 2020.)*

2. Fees may not be included in this contract for work performed on Annual Financial Information Reports (AFIRs), Form 990s, or other services not associated with audit fees and costs. Such fees may be included in the engagement letter but may not be included in this contract or in any invoices requiring approval of the LGC. See Items 8 and 13 for details on other allowable and excluded fees.

3. Prior to the submission of the completed audited financial reportand applicable compliance reports subject to this contract, or to an amendment to this contract (if required) the Auditor may submit interim invoices for approval for services rendered under this contract to the Secretary of the LGC, not to exceed 75% of the billings for the unit's last annual audit that was submitted to the Secretary of the LGC. Should the 75% cap provided below conflict with the cap calculated by LGC Staff based on the billings on file with the LGC, the LGC calculation prevails. All invoices for services rendered in an audit engagement as defined in 20 NCAC .0503 shall be submitted to the Commission for approval before any payment is made. Payment before approval is a violation of law. (This paragraph not applicable to contracts and invoices associated with audits of hospitals).

PRIMARY GOVERNMENT FEES

Primary Government Unit	Camden County Tourist Development Authority
Audit Fee	$ 1800.00
Additional Fees Not Included In Audit Fee:	
Fee per Major Program	$
Writing Financial Statements	$
All Other Non-Attest Services	$
75% Cap for Interim Invoice Approval *(not applicable to hospital contracts)*	$

DPCU FEES (if applicable)

Discretely Presented Component Unit	NA
Audit Fee	$
Additional Fees Not Included in Audit Fee:	
Fee per Major Program	$
Writing Financial Statements	$
All Other Non-Attest Services	$
75% Cap for Interim Invoice Approval *(not applicable to hospital contracts)*	$

Attachment: Audit Contract_TDA (3208 : 2021-2022 Audit Contracts)

SIGNATURE PAGE

AUDIT FIRM

Audit Firm* Thompson, Price, Scott, Adams & Co., PA	
Authorized Firm Representative (typed or printed)* Gregory S Adams, CPA	Signature*
Date*	Email Address* gadams@tpsacpas.com

GOVERNMENTAL UNIT

Governmental Unit* Camden County Tourist Development Authority	
Date Primary Government Unit Governing Board Approved Audit Contract* (G.S.159-34(a) or G.S.115C-447(a))	
Mayor/Chairperson (typed or printed)* Sarah Hill, Chairperson	Signature*
Date	Email Address shill@camdencountync.gov

Chair of Audit Committee (typed or printed, or "NA") NA	Signature
Date	Email Address

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1).
Not applicable to hospital contracts.

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Primary Governmental Unit Finance Officer* (typed or printed) Stephanie Jackson, Finance Officer	Signature*
Date of Pre-Audit Certificate*	Email Address* sjackson@camdencountync.gove

Attachment: Audit Contract_TDA (3208 : 2021-2022 Audit Contracts)

SIGNATURE PAGE – DPCU
(complete only if applicable)

DISCRETELY PRESENTED COMPONENT UNIT

DPCU* NA	
Date DPCU Governing Board Approved Audit Contract* (Ref: G.S. 159-34(a) or G.S. 115C-447(a))	
DPCU Chairperson (typed or printed)*	Signature*
Date*	Email Address*

Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

DPCU – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1).
Not applicable to hospital contracts.

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

DPCU Finance Officer (typed or printed)*	Signature*
Date of Pre-Audit Certificate*	Email Address*

Remember to print this form, and obtain all required signatures prior to submission.

PRINT

Attachment: Audit Contract_TDA (3208 : 2021-2022 Audit Contracts)

CAMDEN COUNTY
NORTH CAROLINA · USA
Boundless Opportunities.

Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 7.L
Meeting Date: February 07, 2022

Submitted By: Ken Bowman,
Administration
Prepared by: Karen Davis

Item Title **Set Public Hearing - BTL Fiber, LLC**

Attachments: BTL Fiber, LLC - Agenda Summary (DOCX)

Agenda summary and recommendation attached.

Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Item Title: Set Public Hearing – BTL Fiber, LLC

SUMMARY:

BTL Fiber, LLC is interested in purchasing up to 2 acres of land in the Camden Commerce Park at the rate of $25,000/acre and invest One and One Half Million Dollars ($1,500,000.00) to construct its regional HQ containing an office for up to 8 employees, a workshop for vehicle and machine maintenance and a fenced-in storage area for inventory, consisting of Fiber Spools, Vaults, Conduit and other products required for the installation and maintenance of a fiber optic network as currently is being constructed in Camden County.

The Company contemplates an investment in Camden County in land, buildings, and equipment of $1.5M within eighteen (18) months of the acquisition of the Site, and further contemplates an average annual compensation, excluding benefits, of at least $35,000.00, and proposes to maintain such investment and number of jobs for at least five (5) years.

Pictured: Camden Business Park with proposed lot shaded white.
The Proposed office would be wood frame, elevated approximately three feet from the surface. It would be approximately 40' by 30' with a flat roof. The workshop would be metal construct (50x100x30) located right up against the office, with two large doors (15x20) and a loading dock. The fenced in area would be graded, topped with sand and a layer of compacting gravel or crushed concrete. If approved, clearing and construction can start within 90 days. Proper drawings will of course be ready before applying for building permits.

Recommendation: Set Public Hearing for March 7, 2022.

Attachment: BTL Fiber, LLC - Agenda Summary (3207 : Set Public Hearing - BTL Fiber, LLC)

CAMDEN COUNTY
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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 7.M
Meeting Date: February 07, 2022

Submitted By: Ken Bowman,
Administration
Prepared by: Karen Davis

Item Title **Set Public Hearing - Southeastern Equipment**

Attachments: Agenda Summary_Southeastern Equipment (DOCX)
2000 Eco Park Blvd Entrance Offer (PDF)
EcoParkProposed Updated2-1-22 (PDF)

Agenda summary, supporting documentation and recommendation attached.

Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Item Title: Set Public Hearing – Southeastern Equipment Corporation

SUMMARY:

Southeastern Equipment Corporation (SEC) is interested in purchasing property, approximately 4 +/- acres adjacent to the lake side of Eco Park Blvd. They are proposing to use the property to display equipment, advertise, and allow overflow parking during sales events.

In addition, they have incorporated a Parking lot and Gazebo area for the Park Community. The seating area and surrounding grounds will be maintained by SEC.

Attached is a diagram outlining the property location within the Commerce Park. Although the property shows approximately 6.6 acres of that about 2.5 acres is wetlands and buffers.

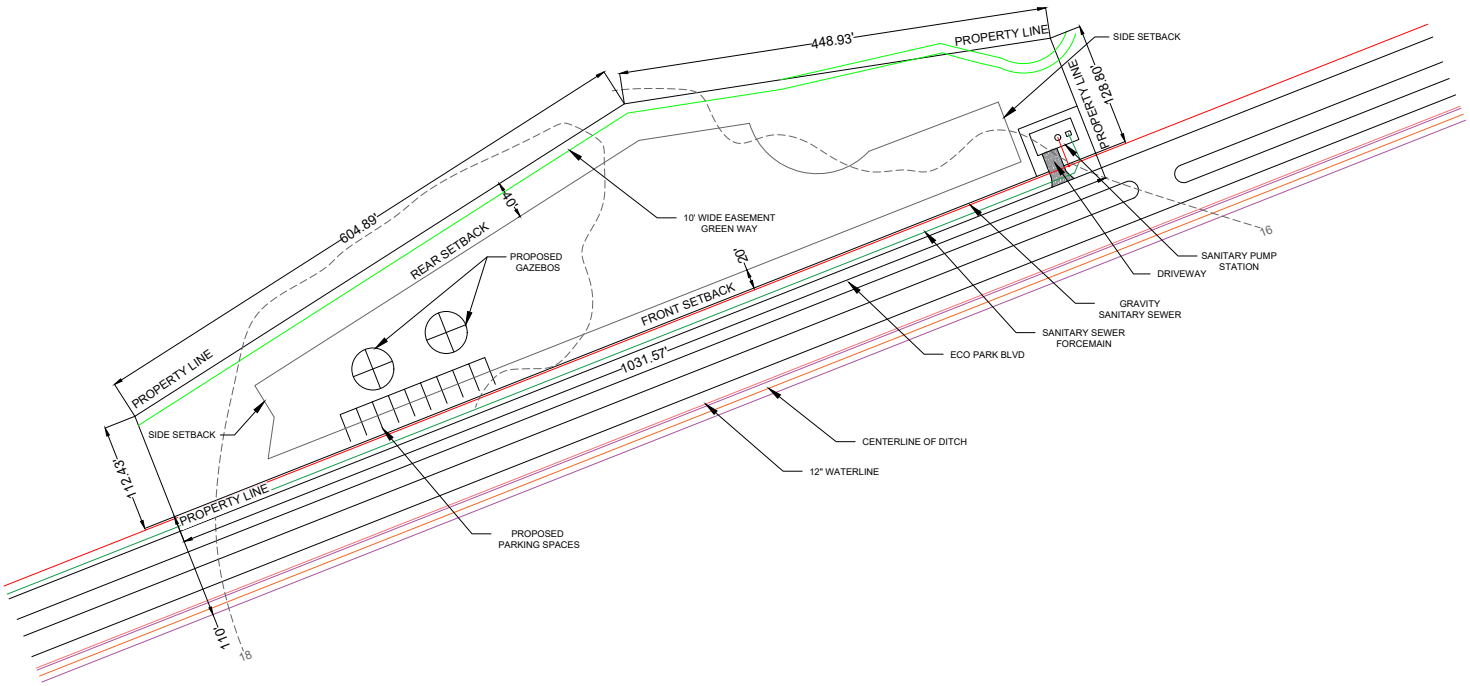
Also attached is a drawing with a proposed parking lot, entrance and gazebos within the Community Park area for future development.

Southeastern Equipment is proposing to pay $14K per acre for the property considering this is not a buildable lot.

RECOMMENDATION:

Set Public Hearing for March 7, 2022.

Attachment: Agenda Summary_Southeastern Equipment (3206 : Set Public Hearing - Southeastern Equipment)



BAR SCALE 1"=200'

0 200 400

NOTES:

ADDRESS:
2000 ECO PARK BLVD
NORTH CAROLINA 27976

SITE PLAN

PARCEL ID: 017071006989
0000

LOT AREA: 4.31 ACRES

PLOT SIZE: 8.5" X 11"

DRAWING DATE: 01/08/202

DRAWING SCALE: 1"=200'

N

Attachment: 2000 Eco Park Blvd Entrance Offer (3206 : Set Public Hearing - Southeastern Equipment)

US 17 X McPherson

0 550 1,100 2,200 Feet

Attachment: EcoParkProposed Updated2-1-22 (3206 : Set Public Hearing - Southeastern Equipment)

CAMDEN COUNTY
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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Information, Reports & Minutes From Other Agencies

Item Number: 10.A
Meeting Date: February 07, 2022

Submitted By: Tammie Krauss, Register of Deeds
Register of Deeds
Prepared by: Karen Davis

Item Title **Register of Deeds**

Attachments: Register of Deeds Report (PDF)

Camden County Register of Deeds: Tammie Krauss
December 2021 Daily Deposit

DATE	NC CHILDRI TRUST	NC DOM. VIO. FUND	STATE REV. STAMPS	COUNTY REV. STAMPS	RETIREMEN	AUTO FUND	STATE TREASURY	ROD GENERAL	TOTAL
12/01/21	$ -	$ -	$ 726.18	$ 755.82	$ 4.37	$ 26.50	$ 37.20	$ 222.93	$ 1,773.00
12/02/21	$ -	$ -	$ 503.72	$ 524.28	$ 5.31	$ 32.60	$ 43.40	$ 272.69	$ 1,382.00
12/03/21	$ -	$ -			$ 3.62	$ 21.79	$ 24.80	$ 190.79	$ 241.00
12/06/21	$ -		$ 757.54	$ 788.46	$ 8.55	$ 50.22	$ 74.40	$ 436.43	$ 2,115.60
12/07/21			$ 834.47	$ 868.53	$ 4.35	$ 26.40	$ 37.20	$ 222.05	$ 1,993.00
12/08/21	$ -	$ -	$ 78.40	$ 81.60	$ 5.01	$ 30.62	$ 43.40	$ 254.97	$ 494.00
12/09/21			$ 113.19	$ 117.81	$ 3.15	$ 18.73	$ 24.80	$ 163.32	$ 441.00
12/10/21			$ 68.60	$ 71.40	$ 2.74	$ 16.59	$ 18.60	$ 144.07	$ 322.00
12/13/21			$ 539.00	$ 561.00	$ 6.10	$ 36.57	$ 55.80	$ 308.53	$ 1,507.00
12/14/21					$ 0.32	$ 2.08		$ 18.60	$ 21.00
12/15/21	$ -	$ -	$ 410.62	$ 427.38	$ 2.13	$ 12.02	$ 24.80	$ 103.05	$ 980.00
12/16/21	$ -	$ -	$ 5.88	$ 6.12	$ 3.27	$ 20.54	$ 24.80	$ 169.39	$ 230.00
12/17/21	$ -	$ -	$ 6.86	$ 7.14	$ 3.09	$ 18.22	$ 31.00	$ 153.69	$ 220.00
12/20/21			$ 833.98	$ 868.02	$ 6.65	$ 40.65	$ 55.80	$ 340.10	$ 2,145.20
12/21/21	$ 5.00	$ 30.00	$ 389.55	$ 405.45	$ 4.74	$ 23.18	$ 49.60	$ 203.48	$ 1,111.00
12/22/21			$ 279.30	$ 290.70	$ 4.62	$ 28.68	$ 37.20	$ 237.50	$ 878.00
12/28/21					$ 7.62	$ 46.94	$ 62.00	$ 391.44	$ 508.00
12/29/21	$ -	$ -	$ 401.80	$ 418.20	$ 9.36	$ 57.02	$ 80.60	$ 477.02	$ 1,444.00
12/30/21	$ 5.00	$ 30.00	$ 503.23	$ 523.77	$ 5.13	$ 27.52	$ 37.20	$ 237.15	$ 1,369.00
									$ -
									$ -
									0.00
									0.00
									$ -
TOTAL	$ 10.00	$ 60.00	$ 6,452.32	$ 6,715.68	$ 90.13	$ 536.87	$ 762.60	$ 4,547.20	$ 19,174.80

Attachment: Register of Deeds Report (3199 : Register of Deeds Report)

Ledger Report Fee Distribution
TAMMIE KRAUSS, REGISTER OF DEEDS
Camden, NC
Date Range From Wednesday, December 01, 2021 to Friday, December 31, 2021

Name	Amount
NC Children's Trust Fund	$10.00
NC Domestic Violence Fund	$60.00
State Revenue Stamp	$6,452.32
County Revenue Stamp	$6,715.68
Land Transfer Fee	$0.00
Floodplain Map Fund	$0.00
Supplemental Retirement	$90.13
ROD Automation Fund	$536.87
Dept Of Cultural Resources	$0.00
Vital Records Fund	$0.00
State General Fund	$0.00
State Treasurer Amount	$762.60
ROD General Fund	$4,547.20
Total Distribution For Period	$19,174.80
Cash Total	$558.00
Check Total	$18,425.80
Pay Account Total	$191.00
ACH Total	$0.00
Escrow Account Total	$0.00
Overpayment Total	$0.00
Total Deposit For Period	$19,174.80

Report Generated at Thursday, December 30, 2021 4:29 PM

Attachment: Register of Deeds Report (3199 : Register of Deeds Report)

CAMDEN COUNTY
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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Information, Reports & Minutes From Other Agencies

Item Number: 10.B
Meeting Date: February 07, 2022

Submitted By: Kim Perry,
Library
Prepared by: Kim Perry

Item Title **Library Report 12-21**

Attachments: 21-12 (DOCX)

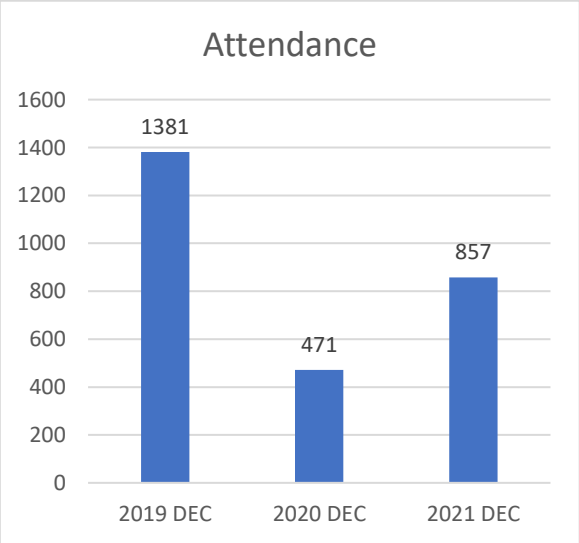
Camden County Public Library

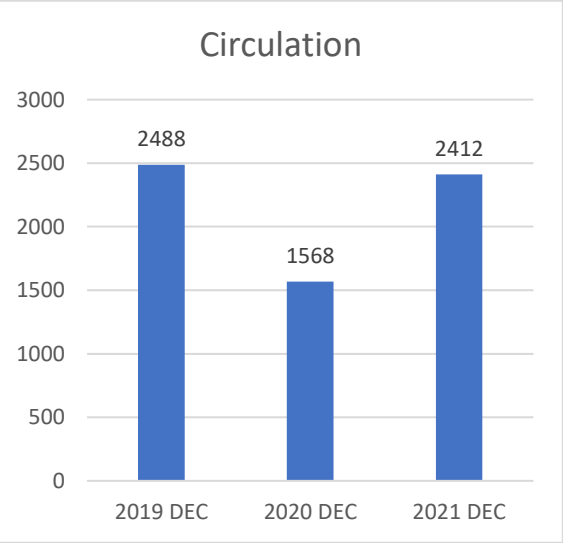
December 2021 Statistics

Visitor Count	857
Materials Check Outs & Renewals	2,412
Computer/ Wireless Use	181/184
Questions Answered	276
Children's Programs/Attendance	4/104
Adult Programs/Attendance	2/15
Outreach Programs/Attendance	0/0
Meeting Room Usage/Attendance	8/56
Days/Hours Open	19/154
# Items in Collection	19,948
Library Card Holders	2,876
Curbside Pickups	3

Comparison by Year

2019-2021





Attachment: 21-12 (3198 : Library Report)