

**Camden County Board of Commissioners**  
**Regular Meeting**  
**May 1, 2023; 7:00 PM**  
**Camden Public Library Boardroom**  
**118 Hwy 343 North**

**Minutes**

A Regular Meeting of the Camden County Board of Commissioners was held at 7:00 PM on May 1, 2023 in the boardroom of the Camden Public Library in Camden, North Carolina.

**CALL TO ORDER**

The meeting was called to order by Chair Tiffney White at 7:00 PM. Also Present: Vice Chair Ross Munro, Commissioners Randy Krainiak, Sissy Aydlett and Troy Leary. Administration Staff Present: County Manager Erin Burke, County Attorney John Morrison and Clerk to the Board Karen Davis.

**INVOCATION & PLEDGE OF ALLEGIANCE**

Rev. William Sawyer gave the invocation and the Board led in the Pledge of Allegiance.

**ITEM 1. CONSIDERATION OF AGENDA**

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**Motion to approve the agenda as presented.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Troy Leary
<b>AYES:</b>	Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

**ITEM 2. CONFLICT OF INTEREST DISCLOSURE STATEMENT**

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Clerk to the Board Karen Davis read the Conflict of Interest Disclosure Statement.

**ITEM 3. PRESENTATIONS**

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- A. Dismal Swamp Welcome Center – Sarah Hill, Welcome Center Director and Tourism Development Authority Chair, gave a brief presentation on National Travel & Tourism Week to take place May 7-13, 2023.

**ITEM 4. PUBLIC COMMENTS**

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Mr. John Morrison presented information on an upcoming 5K event (walk, run or cycle) in honor of his daughter, Mary, for the purpose of raising funds for cancer research at the Lineberger Cancer Center in Chapel Hill. This event, referred to as “Run With Mary – Make It A Fair Fight” will take place Saturday, May 13<sup>th</sup> at 10:00 AM in Elizabeth City.

**ITEM 5. PUBLIC HEARINGS**

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- A. Commerce Park Property Sale (D.T. Read Steel Company, Inc.) – Erin Burke

The purpose of this Public Hearing is to receive public input on the conveyance of a fee simple interest in real property from the County of Camden (The County) to D. T. Read Steel Co., Inc. (The Company) consisting of six point seven two (6.72) acres more or less situate within the Camden Commerce Park, Camden, North Carolina, to exclude any wetlands. The value of the real property to be conveyed is thirty-five thousand dollars (\$35,000) per acre. The proposed consideration will be thirty-five thousand dollars (\$35,000) per acre. The Company contemplates moving its corporate headquarters with the creation of 6-8 administrative full-time jobs and 75-150 seasonal jobs with an average annual payroll of \$10 million. Jobs shall be maintained for at least ten (10) years.

**Motion to open Public Hearing.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Ross Munro
<b>AYES:</b>	Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

Public Comments – None.

**Motion to close the Public Hearing.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Tiffany White
<b>AYES:</b>	Tiffany White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

**Motion to authorize the County Manager, in consultation with the County Attorney, to enter into a Purchase and Sale Agreement with D.T. Read Steel Company based on the terms presented.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Ross Munro
<b>AYES:</b>	Tiffany White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

**ITEM 6. OLD BUSINESS**

A. Discussion of New High School

Vice Chair Munro stated that due to miscommunication or misunderstanding at the April meeting he offered the following motion:

**Make clear to the County Manager to continue in partnership with the Board of Education researching the cost of the design of a two-story building on the 343 site and also research the other tract of land that has been identified so that we have two avenues to pursue to get the high school built.**

Commissioner Aydlett requested to vote on the two parts of the motion separately.

Vice Chair Munro amended his first motion to the following:

**Motion to continue with the research with MB Kahn for the possible two-story high school (on the 343 site).**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Ross Munro
<b>AYES:</b>	Tiffany White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

**Motion to authorize the County Manager to research the possible purchase of 70 usable acres for the site of the new high school that has been identified to the County Manager.**

Commissioner Aydlett inquired as to the location of the site.

Vice Chair Munro declined to discuss it in open session as not to disclose the ownership of the property before negotiation with the landowner.

Commissioner Aydlett stated that she is not comfortable voting without disclosure of the referenced property.

<b>RESULT:</b>	<b>FAILED [2-3]</b>
<b>MOVER:</b>	Ross Munro
<b>AYES:</b>	Ross Munro, Randy Krainiak
<b>NOES:</b>	Tiffany White, Troy Leary, Sissy Aydlett

Commissioner Leary stated that he is unsure which property is being discussed. He stated there should be two properties that are being considered.

Attorney Morrison suggested not limiting the search to two sites as well as to consider adding a deadline at which the investigation would be completed.

Vice Chair Munro then offered the following motion based on Attorney Morrison's recommendation:

**Motion to authorize the County Manager to investigate viable tracts of land for purchase for the new high school with an investigation period of no more than 60 days.**

**RESULT:** PASSED [3-2]  
**MOVER:** Ross Munro  
**AYES:** Ross Munro, Randy Krainiak, Troy Leary  
**NOES:** Tiffney White, Sissy Aydlett

## **ITEM 7. NEW BUSINESS**

### **A. Tax Report – Lisa Anderson**

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

##### OUTSTANDING TAX DELINQUENCIES BY YEAR

<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2022	295,948.12	47,680.00
2021	111,295.09	8,308.80
2020	45,867.62	3,460.35
2019	24,706.50	1,854.32
2018	18,461.77	1,080.65
2017	11,434.96	1,289.46
2016	7,439.45	1,035.04
2015	6,123.07	628.26
2014	8,137.17	969.00
2013	6,233.41	4,618.93

TOTAL REAL PROPERTY TAX UNCOLLECTED	535,647.16
TOTAL PERSONAL PROPERTY UNCOLLECTED	70,924.81
TEN YEAR PERCENTAGE COLLECTION RATE	99.33%
COLLECTION FOR 2023 vs. 2022	165,513.30 vs. 127,030.46

##### LAST 3 YEARS PERCENTAGE COLLECTION RATE

2022	96.49%
2021	98.75%
2020	99.38%

#### EFFORTS AT COLLECTION IN THE LAST 30 DAYS

ENDING March 2023  
BY TAX ADMINISTRATOR

908	NUMBER DELINQUENCY NOTICES SENT
32	FOLLOWUP REQUESTS FOR PAYMENT SENT
3	NUMBER OF WAGE GARNISHMENTS ISSUED
2	NUMBER OF BANK GARNISHMENTS ISSUED
29	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

## 30 Largest Unpaid - Real

Roll	Parcel Number	Unpaid Amount	YrsDltg	Taxpayer Name	City	Property Address
R	01-8928-00-34-2503.0000	16,676.86	2	STONEBRIDGE COMMERCIAL FINANCE	SOUTH MILLS	
R	02-8933-01-17-4388.0000	11,143.88	2	THOMAS REESE	CAMDEN	301 JAPONICA DR
R	03-8971-00-23-2253.0000	9,306.61	2	ABODE OF CAMDEN, INC.	SHILOH	187 C THOMAS POINT RD
R	02-8944-00-40-4542.0000	8,865.17	1	EDWARD HUNTER	CAMDEN	160 C SAND HILLS RD
R	02-8954-00-99-0724.0000	7,267.36	2	TWIFORD IV, LLC	CAMDEN	TROTMAN RD
R	02-8934-01-18-8072.0000	7,103.79	2	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	02-8934-01-29-4776.5853	6,833.75	1	HASTINGS REVOCABLE TRUST	CAMDEN	110 158 US W
R	02-8935-02-66-7093.0000	6,782.56	2	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	01-7999-00-62-3898.0000	5,890.92	2	MICHAEL ASKEW	SOUTH MILLS	257 A OLD SWAMP RD
R	03-8962-00-05-0472.0000	5,801.13	2	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	02-8916-00-39-5170.0000	5,760.62	2	JEWEL H. DAVENPORT	CAMDEN	WINDY HEIGHTS DR
R	02-8934-01-29-4617.0000	5,748.12	2	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	03-8943-02-75-4196.0000	5,728.00	2	SHERRILL M PRICE JR	SHILOH	115 COOKS LANDING RD
R	01-7989-00-01-1714.0000	5,589.67	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8945-00-41-2060.0000	5,369.46	2	LASALLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	02-8916-00-39-5170.0000	5,319.70	2	DONALD RAY JONES	CAMDEN	670 343 HWY N
R	03-9809-00-24-8236.0000	5,213.35	2	GENE W TREY	SHILOH	503 SAILBOAT RD
R	03-9809-00-23-4988.0000	5,097.20	2	WANDA H WELLS	SHILOH	104 HIGH RD
R	03-8973-00-53-0748.0000	5,096.48	2	MORRIS L. KIGHT III	SHILOH	142 STANLEY LN
R	02-8954-00-43-8538.0000	4,941.32	2	BILLY ROSS FEREBEE	CAMDEN	237 PALMER RD
R	03-8961-00-38-7832.0000	4,381.87	2	EDWARD LANE MOORE	SHILOH	169 RAYMONS CREEK RD
R	02-8934-04-72-0416.0000	4,155.76	2	PAULINE JETTE	CAMDEN	238 COUNTRY CLUB RD
R	03-8972-00-44-8500.0000	4,137.94	2	ABODE OF CAMDEN INC.	SHILOH	343 HWY S
R	03-8961-00-38-7383.0000	4,010.86	1	DAVID G. REIFEL	SHILOH	160 BAYBREEZE DR
R	02-8935-04-63-0820.0000	3,990.30	1	BELCROSS PROPERTIES, LLC	CAMDEN	197 158 US E
R	03-8899-00-96-8787.0000	3,866.51	2	LESLIE ASPARI	SHILOH	114 EDGEWATER DR
R	02-8934-03-31-9750.0000	3,690.92	1	CAROLYN MCDANIEL	CAMDEN	195 COUNTRY CLUB RD
R	03-8889-00-48-7259.0000	3,489.30	2	ROBERT AND JANETTE TEMPLETON	SHILOH	127 SAILBOAT RD
R	02-8937-00-50-2005.0000	3,386.27	1	BRENDA MOORE	CAMDEN	197 HERMAN ARNOLD RD
R	03-8990-00-17-3935.0000	3,352.06	2	KARL L ADCOCK	SHILOH	100 CATALAN DR

## 30 Oldest Unpaid - Real

Roll	Parcel Number	YrsDltg	Unpaid Amount	Taxpayer Name	City	Property Address
R	02-8935-02-66-7093.0000	10	6,782.56	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	01-7989-00-01-1714.0000	10	5,589.67	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8965-00-37-4242.0000	10	3,077.96	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	03-8962-00-04-9097.0000	10	2,988.80	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	01-7989-00-95-3597.0000	10	2,782.78	WALTER TURNER HEIRS	SOUTH MILLS	CAROLINA RD
R	03-8899-00-45-2682.0000	10	2,245.98	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8952-00-95-8737.0000	10	2,233.18	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	10	2,022.09	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7988-00-91-0179.0001	10	2,014.88	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	01-7999-00-12-8596.0000	10	1,943.65	MOSES MITCHELL HEIRS	SOUTH MILLS	
R	03-8943-04-93-8214.0000	10	1,862.04	L. P. JORDAN HEIRS	SHILOH	165 BUNKER HILL RD
R	01-7091-00-64-6569.0000	10	1,814.42	CLARENCE D. TURNER JR.	SOUTH MILLS	108 CAMDEN AVE
R	02-8926-00-13-6839.0000	10	1,407.85	NORTHEASTERN COMMUNITY	CAMDEN	STINGY LN
R	02-8935-01-07-0916.0000	10	1,202.28	ROSETTA MERCER INGRAM	CAMDEN	123 TRAFTON RD
R	02-8936-00-24-7426.0000	10	948.81	BERNICE PUGH	CAMDEN	227 SLEEPY HOLLOW RD
R	01-7090-00-60-5052.0000	10	840.78	JOE GRIFFIN HEIRS	SOUTH MILLS	113 BOURBON ST
R	01-7989-04-60-1568.0000	10	806.07	EMMA BRIFE HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	01-7989-04-90-0938.0000	10	791.77	DORIS EASON	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	786.75	CHRISTINE RIDDICK	SOUTH MILLS	1352 343 HWY N
R	01-7041-00-62-1977.0000	10	719.09	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	105 BLOODFIELD RD
R	02-8955-00-13-7846.0000	10	592.37	MARIE MERCER	CAMDEN	117 OTTERS PL
R	03-9809-00-33-4725.0000	10	441.32	DENNIS CREASY	SHILOH	IVY NECK RD
R	03-8980-00-61-1968.0000	10	417.12	WILLIAMSBURG VACATION	SHILOH	SAILBOAT RD
R	03-9809-00-53-4358.0000	10	406.96	WILLIAM G. YATES	SHILOH	CAMDEN POINT RD
R	03-8939-00-36-1558.0000	10	367.55	PETER BUISAVAGE	SHILOH	SAILBOAT RD
R	03-8962-00-55-5300.0000	10	310.71	OTAVIA COPELAND HEIRS	SHILOH	HIBISCUS RD
R	01-7090-00-95-5262.0000	10	307.16	JOHN F. SAWYER HEIRS	SOUTH MILLS	457 NECK RD
R	03-9809-00-54-8280.0000	10	306.72	RODNEY STEVEN SPIVEY &	SHILOH	OLD SWAMP RD
R	03-8980-00-84-0931.0000	10	293.76	CARL TEUSCHER	SHILOH	SAILBOAT RD
R	03-9809-00-66-0120.0000	10	262.25	RANDELL CRIDER	SHILOH	218 BROAD CREEK RD

## 30 Largest Unpaid – Personal

Roll	Parcel Number	Unpaid Amount	YrsDltg	Taxpayer Name	City	Property Address
P	0001089	33,009.80	1	EASTERN CAROLINA CONST, INC.	CAMDEN	150 A 158 HWY E
P	0002941	2,059.39	2	BARKER'S TRUCKING, INC	SHILOH	108 SASSAFRAS LN
P	0000295	1,126.07	4	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0001709	947.26	6	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0002808	901.47	1	NORTH POINTE HAULING INC	SOUTH MILLS	103 NORTH POINTE RD
P	0003721	792.00	2	JIMMY'S TRUCKING & HAULING LLC	CAMDEN	127 TRAFTON RD
P	0001721	693.51	2	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD
P	0003192	583.73	1	ROBERT JESSE-ALDERMAN HUDGINS	CAMDEN	409 343 HWY N
P	0001046	543.81	1	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	520.66	10	PAM BUNDY	SHILOH	105 AARON DR
P	0003537	469.87	1	NATHAN MARC SEBURA	CAMDEN	343 HWY N
P	0003513	449.27	1	JULIE PORTER	CAMDEN	431 158 US W
P	0003512	397.83	1	WILLIAM ANTHONY POPE JR	CAMDEN	214 SMITH DR
P	0003907	386.53	2	PAUL DAVID RUSSELL	SOUTH MILLS	114 OTTERS PL
P	0000297	368.21	1	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0003017	337.95	1	MARK STANLEY MICHALSKI	SOUTH MILLS	138 CAROLINA RD
P	0003773	337.89	2	SEVAN NERO BARTLETT	CAMDEN	197 HERMAN ARNOLD RD
P	0003715	314.76	1	CHARLES CHANNING ROTEN	SOUTH MILLS	302 34 HWY N
P	0003415	302.75	2	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0000945	294.86	2	RAMONA F. FAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0003547	292.19	2	NICHOLAS W. STOTTS	CAMDEN	431 158 US W
P	0002902	281.09	2	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0003208	271.52	2	RICKY W JOHNSON	CAMDEN	113 PALMER RD
P	0001545	270.35	2	LOUIS RUGGERI	CAMDEN	390 CAMDEN CSWY
P	0003295	262.38	2	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD
P	0001104	258.76	1	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0003478	253.59	1	JOHN PETER LEARY	SOUTH MILLS	971 343 HWY N
P	0002525	251.35	2	JOSEPH VINCENT CARDYN	SHILOH	260 ONE MILL RD
P	0000772	232.65	2	COSEY BAKER	SOUTH MILLS	114 BINGHAM RD
P	0002643	231.93	1	JASON RYAN MCCALLISTER	SOUTH MILLS	102 COUNTRY MEADOWS DR

## 30 Oldest Unpaid – Personal

Roll	Parcel Number	YrsDltg	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001072	10	520.66	PRM BUNDY	SHILOH	105 AARON DR
P	0001709	8	947.26	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0001046	8	543.81	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	8	226.96	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001538	8	216.33	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0001106	8	200.27	JAM ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001694	8	128.34	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0000295	7	1,126.07	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000770	7	134.40	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
P	0002921	7	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0000945	6	294.86	RAMONA F. TAZEVELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0002468	6	221.37	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
P	0002968	6	202.44	MICHAEL WILLIAM MAINELLO	SOUTH MILLS	237 KEETER BARN RD
P	0001150	6	136.45	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0001689	6	125.28	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
P	0002902	5	281.09	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0001512	5	213.49	JOHN WESLEY BURGESS, JR.	CAMDEN	431 158 USY W
P	0002942	5	100.25	JAMES P. VASILOPOULOS	CAMDEN	346 343 HWY S
P	0003513	4	449.27	JULIE PORTER	CAMDEN	431 158 US W
P	0003415	4	302.75	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0003075	4	262.38	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD
P	0003414	4	199.71	EDWARD A. BILL	CAMDEN	152 158 US W
P	0003096	4	191.26	DANIEL ELWOOD BRIGHT	CAMDEN	109 JUNIPER DR
P	0002978	4	177.22	JONATHAN LEWIS PUGH	SOUTH MILLS	206 MAIN ST
P	0003035	4	173.24	ROBERT HENRY LEE	SHILOH	121 BEECH TREE DR
P	0003487	4	171.51	MICHAEL RONALD MAYO II	CAMDEN	146 BELCROSS RD
P	0003495	4	147.34	ALY MOHAMAD	SHILOH	100 BROAD CREEK RD
P	0002056	4	114.25	MICHAEL T. COPELAND	CAMDEN	106 DOGWOOD DR
P	0003378	4	108.36	JAMES KELLEY WIGFIELD	CAMDEN	441 158 US E
P	0001721	3	693.51	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD

## Motion to approve the tax report as presented.

**RESULT:** PASSED [5-0]  
**MOVER:** Sissy Aydtlett  
**AYES:** Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydtlett

## B. East Albemarle Regional Library Agreement – Erin Burke

The East Albemarle Regional Library Agreement was last approved for a ten-year term and ends June 2023. The agreement for the Board's consideration is for a term of three years due to ARPA funding. There have been some minor clerical changes to the agreement but there have been no substantial changes to the language of the previous agreement.

Contract for the East Albemarle Regional Library System

This agreement made and entered into this the \_\_\_\_ day of \_\_\_\_, 2023 by and between the Counties of Camden, Currituck, Dare and Pasquotank.

**WHEREAS**, the Mission of the East Albemarle Regional Library System is to serve citizens of all ages by making available materials that meet their informational and recreational interests and to support formal education, independent learning and literacy/reading enhancement; and,

**WHEREAS**, the East Albemarle Regional Library System strives to serve as a reliable resource that meets our community's need for information, recreation, entertainment, education and personal fulfillment; and,

**WHEREAS**, the East Albemarle Regional Library System attempts to appeal to a broad spectrum of citizens, catering in a professional and courteous manner to their needs; and,

**WHEREAS**, this collaboration provides for a more effective and efficient use of local resources and better technology for the benefit of their residents and;

**WHEREAS**, this collaboration provides opportunities for service and resource allocations beyond the financial and service capacities of the individual governments and libraries.

**NOW, THEREFORE**, pursuant to resolutions duly adopted by their governing boards, the parties, hereto renew their commitment for the organization of the East Albemarle Regional Library System upon the terms set forth below therein for a term extending from 1 July 2023 through 30 June 2026.

**I. Governments Involved**

- Camden County
- Currituck County
- Dare County
- Pasquotank County

**II. Purpose statement**

- This agreement is to perpetuate excellent library and information services to the residents of the areas included within the jurisdictions of the aforementioned governing bodies through their collaborative and collective efforts under the legal authority of N.C.G.S. 153A-270 and N.C.G.S. 160A, Article 20, Part 1.

**III. Board of Trustees**

- The Board of Trustees shall be the governing body of the Regional Library System.
- Membership
  - There shall be twelve (12) members of the Board of Trustees providing equitable representation of each participating governmental unit.
    - Camden County: three (3) members appointed by the Camden County Board of Commissioners.
    - Currituck County: three (3) members appointed by the Currituck County Board of Commissioners.
    - Dare County: three (3) members appointed by the Dare County Board of Commissioners.
    - Pasquotank County: three (3) members appointed by the Pasquotank County Board of Commissioners.

- Members shall be appointed from the membership of the local library advisory boards according to bylaws and policies approved by each County Board of Commissioners for that library.
- Members shall be appointed in staggered terms to promote consistency as well as to accommodate change. Regional Bylaws shall clearly define the term limits and how staggered terms shall be accomplished. Members shall be serving as members of the local advisory boards at the time of their appointment.
- Members shall serve no more than two consecutive terms with no single term longer than four years.
- Vacancies on the Board shall be filled with appointments by the appropriate governing body to serve the remainder of the unexpired term of the member creating the vacancy.
- Any member missing three (3) consecutive Board meetings shall be considered to have resigned, and the County Commissioners shall appoint a new member to serve the remainder of the unexpired term upon notification by the Chairman of the Regional Library Board of Trustees.
- Powers and Duties delegated to the Regional Library Board of Trustees by the Counties of Camden, Currituck, Dare and Pasquotank.
  - The Board of Trustees shall be delegated the power to adopt bylaws and rules for its own governance.
  - The Board of Trustees shall be delegated the power to adopt policies for the regional library system's administration and operation.
  - The Board of Trustees shall be delegated the power to select, appoint, remove, determine salary and other terms of employment of a regional library director.
    - These actions shall require a majority vote of the Board at which a quorum is present.
  - The EARL Regional Library Director shall:
    - Have a valid North Carolina Public Librarian Certificate;
    - Be the chief executive and administrative officer of the East Albemarle Regional Library and function in accordance with the approved policies of the EARL Board.
    - Be authorized to appoint other employees and will seek advice from local trustees and officials in appointing management personnel.
    - All regional library personnel will be under the administration of the director.
- The Board of Trustees shall develop and approve an annual budget which shall:
  - Be administered under the same provisions as units of local government (G.S. 159), with all state funds administered by the regional library and expended throughout the region as described in 07 NCAC 021.0202.
- The Board of Trustees shall be delegated the power to appoint a regional finance officer who shall:
  - Ensure expenditure of funds consistent with the budget adopted by the Board;
  - Receive, deposit and expend all funds in accordance with generally accepted accounting principles;
  - Report directly to the regional library director and at all meetings of the Board.

- vi. The Board of Trustees shall be delegated the power to assure compliance with all applicable State and Federal laws and eligibility requirements for the receipt of State and Federal Funds.
- vii. The Board of Trustees shall be delegated the power to make recommendations to the governing units concerning the construction and improvement of the physical facilities of the libraries within the region; however, construction and facility maintenance shall be the responsibility of the local governing unit unless the Regional Board negotiates and approves a collaborative effort.
- viii. The Board of Trustees shall make regular reports related to services and operations to each governing body as conveyed by approved reports of the Regional Library Director.
- ix. The Board of Trustees shall obtain an annual independent audit of regional library accounts consistent with generally accepted accounting principles, and submit a copy of this audit to the State Library of North Carolina.
- IV. Terms of Property Ownership**
- a. A major benefit of regional cooperation is that limited resources may be shared among the various county residents without wasteful duplication; however, certain ownership restrictions shall apply:
- All buildings, vehicles, and grounds paid for with local funds shall remain the property of their respective county.
  - All books, technology, furnishings or other resources paid for with local funds shall remain the property of the respective county.
  - All books, technology, vehicles or other resources paid for with Regional or State funds shall remain the property of the Regional Library System. If one county should withdraw, it forfeits any rights to joint property. If the agreement is terminated or the Regional Library dissolved, the joint property shall be divided equally or sold and the receipts divided equally among the participating counties.
- V. Insurance Coverage and Indemnification**
- a. Insurance Coverage
- The local government units shall maintain insurance coverage for the building and for contents of the buildings for each of their individual libraries including general liability insurance.
  - The Regional Library shall maintain insurance coverage for all items on the Regional inventory list and capitalization listing in all library facilities, the Regional Library office, and the vehicles used to provide service.
- b. Indemnification
- The Regional Library shall, to the extent legally permissible, indemnify each person who may serve or who has served at any time as an officer, director, board member, or regional library employee against all expenses and liabilities, including, without limitation, counsel fees, judgments, fines, excise taxes, penalties and settlement payments, reasonably incurred by or imposed upon such person in connection with any threatened, pending or completed action, suit or proceeding in which he or she may become involved by reason of his or her service in such capacity; provided that no proceeding shall be provided for any such person with respect to any matter as to which he or she shall have been finally adjudicated in any proceeding not to have acted in good faith in the reasonable belief that such action was in the best interests of the corporation; and further provided that any compromise or settlement payment shall be approved by a majority vote of a quorum of directors who are not at that time parties to the proceeding.

#### VI. Provisions for Amendment

- This agreement can be amended providing that all parties accept those amendments by a majority vote in a regular meeting of those parties.
- Recommendations for amendments shall be forwarded to each of the county governments in writing with a thirty-day period for consideration given. At the next regular meeting of the county boards after this thirty-day period, the amendments shall be voted on by those bodies.
- Disagreements related to this agreement shall be resolved first by a committee of representatives from each governmental unit and then by their legal counsel if necessary.

#### VII. Provisions for Withdrawal

- If any county, or counties, participating in the East Albemarle Regional Library wishes to withdraw from the Region, it must give written notice to the other counties and the Regional Library Board no later than July 1 that it wishes to withdraw from the Region on June 30<sup>th</sup> of the following year as described in 07 NCAC 021.0306.
- Should that member decide within this time period to rescind the proposal, that member shall remain a part of the Regional Library System under the same conditions and requirements as the agreement under which they became a member.
- Should more than one party wish to withdraw from the region, the Regional Library Board shall recommend to the remaining parties a best course of action for future library services to the remaining counties including remaining as a smaller regional library system or dissolution of the region.
- Should a member fully withdraw, the Terms of Property Ownership as stated in Section IV (above) shall apply.
- Any penalty or additional costs to the Regional Library System by a vendor for renegotiation of a multi-year contract or agreement due to the withdrawal of a party from the regional system shall be borne by the withdrawing party.
- In case of withdrawal from the East Albemarle Regional Library System by one or more parties, plans will be made to provide uninterrupted and equitable library services in remaining EARL locations the following July 1. The cost of new and/or additional network hardware and software required for the remaining EARL locations shall be purchased with regional funds.
- The East Albemarle Regional Library System will be dissolved if three of the four parties withdraw in accordance with the procedures stated above.
- As included under NCGS 160A, Article 20, Part 1, Joint Exercise of Power, the East Albemarle Regional Library System will be dissolved if three of the four participating counties; therefore, if the East Albemarle Regional Library System is dissolved, the counties of Currituck, Dare, Pasquotank and Camden shall divide the joint assets equally among themselves.
- Upon dissolution of the East Albemarle Regional Library System, the distribution of properties and resources jointly owned shall be accomplished by a committee composed of representatives from each governmental unit, the current Regional Library Director, and a representative from the State Library of North Carolina.
- Upon dissolution of the East Albemarle Regional Library System, after all outstanding debts are resolved, any remaining funds from local governmental units shall be returned to them and the distribution of any remaining State or Federal funds shall be determined by the State Library. Any land and building property owned by the Regional Library shall be sold and the proceeds distributed to the local governmental units. Other property owned by the region, such as outreach vans, computers and other technology, books, and any other assets shall be sold and the proceeds divided among the units or distributed in some other equitable manner as agreed upon by the committee of representatives.

#### VIII. Review and Termination.

- This agreement shall continue to be in effect for three (3) years from the dated signatures on the contract unless reasonable cause for termination is presented in writing to each of the participating local governmental units, the Regional Library Board and the State Library of North Carolina on or before July 1, with an effective date of the following June 30.
- The agreement may be reviewed at any time by any local governmental body or the Regional Library Board and, if modifications are deemed reasonable and necessary, amendments may be made according to the procedures stated above.
- At the end of the three year agreement period, the Regional Library Board shall review the agreement, recommend any modifications, and submit it for review and renewal to each of the local governmental units which shall review, suggest modifications, and vote to extend or rescind the agreement.
- The effective dates for termination shall be the same as a withdrawal from the System.
- If the agreement terminates, and no successor agreement is to be executed, the East Albemarle Regional Library System shall be dissolved and joint assets distributed as described above in Section VII.

This AGREEMENT shall be effective upon acceptance by all parties.

**IN WITNESS WHEREOF**, this agreement has been executed by the principal official of the governing board of each party hereto, pursuant to authority of each respective board.

Attest:

#### CAMDEN COUNTY

Karen M. Davis by Tiffany White  
Clerk to the Board Board of Commissioners, Chair

#### CURRITUCK COUNTY

\_\_\_\_ by \_\_\_\_  
Clerk to the Board Board of Commissioners, Chair

#### DARE COUNTY

\_\_\_\_ by \_\_\_\_  
Clerk to the Board Board of Commissioners, Chair

#### PASQUOTANK COUNTY




\_\_\_\_ by \_\_\_\_  
Clerk to the Board Board of Commissioners, Chair

**Motion to approve the agreement with the East Albemarle Regional Library as presented.**

**RESULT:** PASSED [5-0]  
**MOVER:** Tiffney White  
**AYES:** Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydtlett

### C. South Mills Water Association Resolution Authorizing Registration & Authority to Vote – Erin Burke

Representatives of South Mills Water Association members that are non-person entities or organizations must present a notarized resolution executed by or on behalf of the entity authorizing the representative to vote the entity's interest. Camden County is such a member. The SMWA will hold a special called meeting of the members on May 3, 2023 to vote on whether the SMWA Board may proceed with selling the Association's assets to a viable purchaser that is able to continue water service at good value to the members and the customers.

RESOLUTION AUTHORIZING REGISTRATION AND AUTHORITY TO VOTE SOUTH MILLS WATER ASSOCIATION, INC. (SMWA) MEMBERSHIP		
Entity/Corporate Name: <u>County of Camden</u>		
Secretary of State I.D. Number: _____		
Address: <u>127 Keeter Barn Rd; 175 McPherson Rd; 501 McBride St.; 1564 N. 343;</u> <u>734 N. 343; 1900 Eco Park Blvd.</u>		
Account Number: <u>6592; 4125; 3434; 3539; 3518; 4686; 1115</u> Phone: <u>252-338-6363</u>		
<u>Erin Burke</u> (designated person's name) has been appointed to represent the member entity listed above as its voting delegate at meeting(s) of the members of SMWA.		
The member entity exists as a (check one):		
<input type="checkbox"/> Corporation (including non-profit corporations) or LLC		
<input type="checkbox"/> Partnership		
<input type="checkbox"/> Church		
<input checked="" type="checkbox"/> Other Legal Entity - Describe type of entity: <u>Local Government</u>		
This resolution will remain in effect (check only one):		
<input checked="" type="checkbox"/> Until revoked by delivery of a subsequent resolution prior to the occurrence of any registration under this resolution. (Revoked resolutions will be null and void during any and all subsequent meetings.)		
Solely for the purpose of voting at the member meeting held on _____		
		<u>May 02, 2023</u>
Signature of authorizing official		
Signature of authorizing official		
Date		
State of North Carolina		
County of <u>Camden</u>		
I, <u>Sissy Aydtlett</u> (Notary's Name) a Notary Public for said County and State, do hereby certify that <u>Tiffany White</u> (Name of Authorizing Official) personally came before me this day and acknowledged under oath duly sworn or affirmed that she/he is the <u>Board of Commissioners Chair</u> (title) of <u>Camden County, NC</u> (Name of Membership Entity), a <u>Local Government</u> (Type of Organization), and being authorized to do so, executed the foregoing on behalf of the Member Entity listed above.		
Witnessed and official seal, this the <u>02</u> day of <u>May</u> , 20 <u>23</u> .		
		
<u>Sissy Aydtlett</u> Notary Signature		
Notary Expires <u>4/3/2027</u>		
ND: 4866-4994-6432, v.1		

**Motion to approve the resolution appointing County Manager Erin Burke to represent the County's membership until revoked by delivery or a subsequent resolution prior to the occurrence of any registration under this resolution.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Sissy Aydtlett
<b>AYES:</b>	Tiffany White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydtlett

### D. Proclamation in Recognition of Provider Appreciation Day – Erin Burke

Child Care Aware of America will be celebrating Provider Appreciation Day on May 12, 2023. This annual celebration is an important opportunity to recognize the childcare providers in our community and the critical role they play for so many working families.

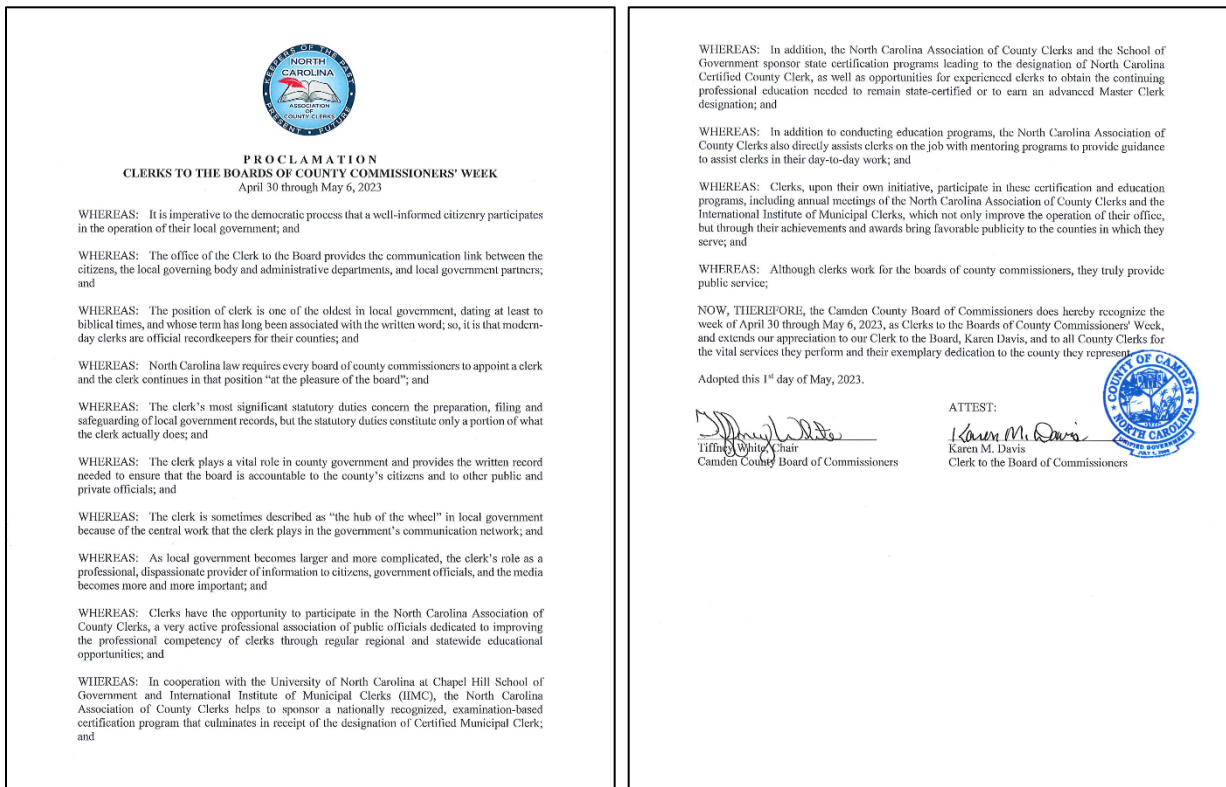


### Motion to adopt the Proclamation in Recognition of May 12, 2023 as Provider Appreciation Day.

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Tiffney White
<b>AYES:</b>	Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydtlett

### E. Proclamation in Recognition of Clerks to the Boards of County Commissioners' Week – Erin Burke

It is the request of the North Carolina Association of County Clerks that the Board adopt the Proclamation Recognizing April 30-May 6, 2023 as Clerks to the Boards of County Commissioners' Week.



### Motion to adopt the Proclamation in Recognition of April 30-May 6, 2023 as Clerks to the Boards of County Commissioners' Week.



<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Tiffney White
<b>AYES:</b>	Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

## **ITEM 8. BOARD APPOINTMENTS**

- A. Parks & Recreation Advisory Board – Reappointment of Karen Friend & Keith Ward
- B. Community Advisory Committee Resignation Request – Resignation of Tammie Krauss
- C. Senior Center Advisory Board – Reappointment of Patricia Delano, Edith Jennings and Dorothy Drake
- D. Senior Tar Heel Legislature – Appointment of Patricia Delano as Alternate Delegate

**Motion to accept the CAC resignation and approve the appointments as presented.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Troy Leary
<b>AYES:</b>	Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

## **South Camden Water & Sewer District Board of Directors**

Chair White 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.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Tiffney White
<b>AYES:</b>	Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

## New Business

- A. Monthly Report – Chuck Jones

<p style="text-align: center;">South Camden Water &amp; Sewer Board Monthly Work Order Statistics Report Period: March 2023</p>				
	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
Water/Distribution	74	74	100%	0
Sewer/Collection	0	0	100%	0

New Services installed: 4

Locates:

Water Line: 92

Sewer Line: 1

Water & Sewer, same ticket: 2

Hydrant flow test: 5

Public Works Director Notes/Comments:

Ten work orders have been reviewed for accuracy.

Water treated at the water treatment plant in March: 14 196 970 gallons

Daily average water usage for March: 457 967 gallons

Current treatment capacity at the water treatment plant: 720 000

**2023 High Service Pump Flows**

Month	Monthly Total	Average Daily Use
January 2023	14,795,679	0.477,280
February 2023	12,740,740	0.455,026
March 2023	14,196,970	0.457,967
April 2023		
May 2023		
June 2023		
July 2023		
August 2023		
September 2023		
October 2023		
November 2023		
December 2023		
Yearly Totals		

## 2023 SMWA USAGE

Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	146,000	114,000	127,500									
2	144,000	45,000	130,400									
3	166,000	153,334	146,000									
4	122,400	153,333	146,000									
5	141,000	153,333	146,000									
6	140,334	176,800	145,000									
7	140,333	178,200	133,000									
8	140,333	132,900	123,000									
9	142,000	118,000	131,000									
10	133,000	131,134	144,334									
11	128,000	131,133	144,333									
12	124,000	131,133	144,333									
13	143,000	81,100	127,600									
14	143,000	117,500	143,500									
15	143,000	124,800	124,600									
16	149,000	125,800	112,400									
17	124,800	143,967	148,600									
18	132,100	143,967	148,600									
19	137,200	143,966	148,600									
20	134,634	124,900	133,400									
21	134,633	133,700	146,800									
22	134,633	180,000	149,500									
23	139,400	104,450	117,500									
24	88,400	104,450	155,634									
25	165,000	104,450	155,633									
26	94,000	104,450	155,633									
27	150,800	137,100	134,500									
28	150,800	116,000	135,200									
29	150,800		123,800									
30	175,900		125,600									
31	69,800		123,000									
TOTAL	4,228,300	3,608,900	4,271,000									
Average	136,397	128,889	137,774									
Maximum	175,900	180,000	155,634									

SOUTH CAMDEN WATER & SEWER DISTRICT MONTHLY WATER REPORT													
month	active meters	work orders	locates	new serv	gallons sold meters water	tap fees	total collected	gallons sold meters sewer Core	sewer collected Core	sewer cust Core	gallons sold meters sewer S. Mills	sewer collected S. Mills	sewer cust S. Mills
2021													
January	2,229	102	107	1	14,409,048	\$8,000.00	\$129,184.92	527,020	\$7,987.76	54	291,760	\$3,098.79	88
February	2,232	87	108	3	12,472,543	\$28,000.00	\$160,585.13	551,050	\$8,593.99	54	228,970	\$3,738.52	89
March	2,240	86	152	1	12,047,251	\$12,000.00	\$150,411.28	503,510	\$8,656.06	54	208,440	\$3,597.83	89
April	2,251	65	139	5	14,759,968	\$66,833.00	\$192,635.30	565,960	\$9,257.62	54	201,240	\$3,348.69	89
May	2,256	88	115	2	15,271,509	\$4,000.00	\$141,268.11	617,470	\$9,195.13	54	322,120	\$3,572.33	90
June	2,261	101	92	2	15,376,790	\$4,000.00	\$153,214.83	523,050	\$9,215.37	54	261,700	\$3,274.74	89
July	2,272	87	104	0	14,246,240	\$98,967.00	\$243,922.11	500,330	\$9,368.09	54	236,290	\$3,936.63	90
August	2,276	89	125	4	17,838,990	\$4,000.00	\$139,706.73	531,930	\$7,445.29	54	455,480	\$4,238.87	90
September	2,283	120	92	3	13,813,320	\$16,000.00	\$174,303.27	619,170	\$7,978.48	54	418,660	\$3,268.90	90
October	2,287	95	81	0	14,815,201	\$0.00	\$127,114.75	1,196,860	\$9,904.44	54	315,360	\$3,746.87	90
November	2,293	72	39	2	13,763,517	\$3,500.00	\$145,643.68	770,130	\$16,643.68	54	264,430	\$6,370.61	90
December	2,298	86	58	0	13,930,906	\$0.00	\$145,160.49	761,500	\$12,600.22	54	286,870	\$4,002.82	89
2022													
January	2,298	90	108	0	13,739,659	\$4,000.00	\$136,306.83	555,880	\$11,704.03	55	244,676	\$3,781.90	89
February	2,299	108	82	0	12,108,415	\$2,500.00	\$135,512.42	589,080	\$9,851.08	55	234,674	\$3,980.47	89
March	2,275	90	77	1	12,047,251	\$65,667.00	\$194,073.56	503,510	\$7,234.28	54	237,641	\$3,557.94	87
April	2,320	82	91	5	22,574,098	\$8,000.00	\$117,609.55	716,960	\$10,988.75	54	257,949	\$3,588.01	88
May	2,328	95	71	1	13,617,980	\$16,000.00	\$160,306.33	674,480	\$13,045.03	54	269,770	\$3,335.55	89
June	2,334	126	91	2	16,466,975	\$35,700.00	\$166,905.67	624,410	\$8,810.69	56	267,930	\$3,404.49	88
July	2,339	121	97	1	16,136,579	\$500.00	\$142,712.18	542,530	\$11,113.40	56	253,630	\$3,135.85	91
August	2,345	129	50	1	14,628,312	\$4,300.00	\$155,258.49	523,100	\$8,497.51	56	280,139	\$4,187.02	91
Sept	2,346	96	96	0	15,285,732	\$8,000.00	\$149,488.63	2,346	\$8,986.17	56	293,411	\$3,618.25	91
Oct	2,349	84	125	1	14,538,209	\$16,300.00	\$159,619.57	738,250	\$10,157.62	56	312,640	\$3,676.01	90
Nov	2,351	76	89	2	13,309,510	\$12,200.00	\$154,779.18	777,510	\$10,759.43	56	282,225	\$4,064.97	90
Dec	2,354	86	78	0	12,132,198	\$300.00	\$144,828.03	723,210	\$14,333.64	56	273,925	\$4,131.12	90
2023													
January	2,352	87	124	0	24,185,560	\$77,001.00	\$207,841.11	625,700	\$11,788.69	56	356,585	\$3,805.19	89
February	2,362	73	83	3	12,828,862	\$16,300.00	\$143,633.26	759,740	\$8,371.22	57	189,330	\$4,049.99	89
March	2,365	74	95	32	12,465,862	\$13,967.00	\$152,264.00	669,430	\$12,870.57	58	178,400	\$4,262.81	85

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	New Svc Installed
2021										
Sept	120	100%	0%	119	1	77	15	0	0	3
Oct	95	100%	0%	93	0	64	15	2	0	0
Nov	72	100%	0%	72	0	37	0	2	0	2
Dec	86	100%	0%	85	1	43	8	7	0	0
2022										
Jan	90	100%	0%	89	1	96	6	6	0	0
Feb	108	100%	0%	108	0	73	5	4	0	0
March	90	100%	0%	89	1	64	7	6	0	1
April	82	100%	0%	81	1	74	13	4	0	5
May	95	100%	0%	94	1	58	11	2	0	1
June	127	100%	0%	126	1	87	8	4	0	2
July	121	100%	0%	120	1	73	13	11	0	1
August	129	100%	0%	128	1	39	6	5	3	1
Sept	96	100%	0%	95	1	82	10	4	8	0
Oct	84	100%	0%	84	0	110	8	7	5	1
Nov	76	100%	0%	76	0	76	5	8	6	2
Dec	86	100%	0%	86	0	73	1	4	5	0
2023										
Jan	87	100%	0%	87	0	106	12	6	0	0
Feb	73	100%	0%	72	1	59	7	17	0	3
March	74	100%	0%	74	0	92	1	2	5	4

**Motion to approve the monthly report as presented.**

**RESULT:** PASSED [5-0]  
**MOVER:** Sissy Aydlett  
**AYES:** Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

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

**RESULT:** PASSED [5-0]  
**MOVER:** Tiffney White  
**AYES:** Tiffney White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

Chair White adjourned the South Camden Water & Sewer Board of Directors and reconvened the Board of Commissioners.

## ITEM 9. CONSENT AGENDA

### A. BOC Meeting Minutes

- April 3, 2023
- April 5, 2023

### B. Budget Amendments

2022-23-BA035  
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, 2023.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses			
106810-597500	CRF Appropriation		\$262,000
105000-574121	Sheriff Maintenance Bldg Reno	\$27,500	
105000-574122	Admin/Planning Bldg Reno	\$112,500	
105000-574123	Tax/Water Bldg Reno	\$60,000	
716600-575000	Administration Phase I	\$62,000	

This Budget Amendment is to appropriate debt service funds for the upcoming renovations and to pay the debt service for the Administration Phase I loan through Trust.


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 1<sup>st</sup> day of May, 2023.

*Karen M. Davis*  
Clerk to Board of Commissioners

*Jeffrey White*  
Chair, Board of Commissioners



2022-23-BA036  
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, 2023.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses			
104940-557004	Marketing		\$40,000
105000-574000	Capital Outlay	\$40,000	

This Budget Amendment is to appropriate marketing funds to assist in replacing the aging vehicles and the fleet this fiscal year.


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 1<sup>st</sup> day of May, 2023.

*Karen M. Davis*  
Clerk to Board of Commissioners

*Jeffrey White*  
Chair, Board of Commissioners



### C. Pickups, Releases & Refunds

NAME	REASON	NO.
Daniel Guy Cooper	Turned in Plates - Refund	Pick-up/22669
	\$219.67	69239821
Samuel Ryan Wentz	Turned in Plates - Refund	Pick-up/22671
	\$230.79	59272285
Duane Franklin	Code Enforcement - Release	Pick-up/22700
	\$3,000.00	R-156283-2022
Douglas Keith Wiesner	Turned in Plates - Refund	Pick-up/22702
	\$125.14	66765906
Twiford IV, LLC	Deferred Taxes - Pick-up	Pick-up/22715
	\$8,196.41	R-128118-2020
		R-135549-2021
		R-157683-2022
Patricia Ann Sandridge	Turned in Plates - Refund	Pick-up/22707
	\$153.03	61274391
Danny Lee Angel	Turned in Plates-Did not have-30 days-Refund	Pick-up/22709
	\$246.40	70991208

## D. Refunds Over \$100.00

ACS Tax System  
4/25/23 12:44:28

## REFUNDS OVER \$100.00

Refunds to be Issued by Finance Office

CAMDEN COUNTY

Page 1

Refunds 1,592.84 Remit To: CORELOGIC-FIFTH THIRD BANK Reference: 2022 R 03-8965-00-24-5583.0000 Drawer/Transaction Info: 20230418 1 273226  
 3001 HACKBERRY ROAD IRVING TX 750630156 OVERPAID R03 8965 00 24 5583

1,592.84 Total Refunds

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Submitted by Lisa S. Anderson Date 4-25-23  
 Lisa S. Anderson, Tax Administrator Camden County

Approved by Tiffney White Date 5-2-23  
 Tiffney White, Chair Camden County Board of Commissioners

## E. Vehicle Refunds Over \$100.00

## REFUNDS OVER \$100.00

North Carolina Vehicle Tax System																	
NCVTS Pending Refund report																	
REFUNDS OVER \$100.00 MARCH 23																	
Payer Name	Primary Owner	Secondary Owner	Address 1	Address 2	Refund Type	Bill #	File Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Total Change
COOPER, DANIEL GUY	COOPER, DANIEL GUY		183 LONG PINE RD	SOUTH MILLS, NC 27978	Proration	0060239821	TLF1400	AUTHORIZED	183320856	Refund Generated due to proration on Bill #0060239821-2022-2022-0000-00	Tag Surrender	03/31/2023	4/3/2023 10:25:14 AM	1843	Tax	(\$217.18)	\$0.00 (\$217.18)
														1	Tax	(\$2.49)	\$0.00 (\$2.49)
																	Refund \$219.67
COX, JOHN THOMAS JR	COX, JOHN THOMAS JR		PO BOX 65	CAMDEN, NC 27921	Proration	0040021976	HMJ8790	AUTHORIZED	182804610	Refund Generated due to proration on Bill #0040021976-2022-2022-0000-00	Tag Surrender	03/23/2023	3/31/2023 11:08:35 AM	1843	Tax	(\$192.27)	\$0.00 (\$192.27)
														2	Tax	(\$2.21)	\$0.00 (\$2.21)
																	Refund \$194.48
DOWN RIVER FARMS INC	DOWN RIVER FARMS INC		1381 S HWY 343	SHILOH, NC 27874	Proration	0070430219	KDL1560	AUTHORIZED	182662666	Refund Generated due to proration on Bill #0070430219-2022-2022-0000-00	Tag Surrender	03/21/2023	3/22/2023 3:08:15 PM	1843	Tax	(\$195.39)	\$0.00 (\$195.39)
														3	Tax	(\$2.25)	\$0.00 (\$2.25)
																	Refund \$197.64
KNOTT, ALEXANDER RYAN	KNOTT, ALEXANDER RYAN		281 KEETER BARN RD	SOUTH MILLS, NC 27976	Adjustment >= \$100	0070469535	JCH8209	AUTHORIZED	182873124	Refund Generated due to adjustment on Bill #0070469535-2022-2022-0000-00	Military	03/24/2023	3/31/2023 11:08:44 AM	1843	Tax	(\$193.11)	(\$12.61) (\$105.50)
														1	Tax	(\$1.42)	(\$0.19) (\$1.67)
																	Refund \$137.29
WENTZ, SAMUEL RYAN	WENTZ, SAMUEL RYAN		577 NC HIGHWAY 343 S	CAMDEN, NC 27921	Proration	0059272285	HJC4041	AUTHORIZED	183320676	Refund Generated due to proration on Bill #0059272285-2022-2022-0000-00	Tag Surrender	03/31/2023	4/3/2023 10:25:14 AM	1843	Tax	(\$228.17)	\$0.00 (\$228.17)
														2	Tax	(\$2.62)	\$0.00 (\$2.62)
																	Refund \$230.79

Submitted by Lisa S. Anderson Date 4-5-23  
 Lisa S. Anderson, Tax Administrator Camden County

Approved by Tiffney White Date 5-2-23  
 Tiffney White, Chair Camden County Board of Commissioners

## F. Estimated Tax Values 2023

TO: CAMDEN COUNTY BOARD OF COMMISSIONERS

THE FOLLOWING IS THE ESTIMATED PROPERTY VALUE OF CAMDEN COUNTY:

	<u>Real</u>	<u>Personal</u>	<u>Vehicles</u>	<u>Total</u>
South Mills	588,911,993	13,914,385	57,834,446	660,660,824
Courthouse	545,736,313	21,375,994	58,225,305	625,337,612
Shiloh	341,596,213	9,984,967	31,275,014	382,856,194
Subtotal of County				1,668,854,630
Estimated Utilities				19,245,515
Total of County				1,688,100,145

FROM: Lisa S. Anderson 4-25-23  
LISA S. ANDERSON (TAX ADMINISTRATOR) DATE

TAX RATE COUNTY \_\_\_\_\_ FIRE \_\_\_\_\_ TOTAL= \_\_\_\_\_

Joyce Creek District	<u>Real</u>	<u>Personal</u>	<u>Vehicles</u>	<u>Total</u>
	368,298,715	7,321,190	40,825,581	416,445,486

JOYCE CREEK WATERSHED IMPROVEMENT TAX \_\_\_\_\_

Tiffany White 5-2-23  
TIFFANY WHITE, CHAIR DATE

## G. Amended Grant Project Ordinance

This American Rescue Project Ordinance is being amended to be used for salaries for the General Fund and then salaries reallocated to well and water extension. The School of Government recommends using revenue replacement as it does not require additional policies and federal guidelines to be put in place.

Grant Project Ordinance for the County of Camden American Rescue Act of 2021:  
Coronavirus State and Local Fiscal Recovery Funds (AMENDED)

BE IT ORDAINED by the Board of Commissioners of the County of Camden, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

**Section 1:** This ordinance is to establish a budget for a project to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (CSLFRF). The County of Camden has received the allocation of \$2,110,787 first-tranche-in-the-amount-of-\$1,055,393.50 of CSLFRF funds. The total allocation is \$2,110,787, with the remainder to be distributed to the county within 12 months. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

3.—Invest in water and sewer infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure.—To pay salaries for employees within the general fund to use the revenue replacement category.

**Section 2:** The following amounts are appropriated for the project and authorized for expenditure:

Project Description	Cost Object	Appropriation of CSLFRF Funds	Appropriation of Other Monies (Specify revenue source)
Extension of Wastewater Line	Contract	\$500,000	\$0
Water infrastructure expansion	Contract	\$1,400,000	\$0
Unassigned		\$210,787	\$0
Salaries	Revenue Replacement	\$2,110,787	\$0
Total		\$2,110,787	\$0

**Section 3:** The following revenues are anticipated to be available to complete the project:

CSLFRF Funds:	\$2,110,787
General Fund Transfer:	\$0
Total:	\$2,110,787

**Section 4:** The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements.

**Section 5:** The Finance Officer is hereby directed to report the financial status of the project to the governing board on a quarterly basis.


**Section 6:** Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Officer and to the Clerk of the Board of Commissioners.

**Section 7:** This grant project ordinance expires on December 31, 2026, or when all the CSLFRF funds have been obligated and expended by the county, whichever occurs first.

Adopted this, the 1<sup>st</sup> of May 2023.

Tiffany White  
Tiffany White, Chairperson  
Camden County Board of Commissioners

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



H. Set Public Hearing – FY 2023-2024 Budget

I. Set Public Hearing - 2023-2027 Capital Improvement Program

Pursuant to NCGS 159-12(b), the Camden County Board of Commissioners will hold a public hearing on Monday, June 5, 2023 at 7:00 PM, or as soon thereafter as practical, in the boardroom of the Camden Public Library located at 118 NC Hwy 343 North in Camden, NC for the purpose of receiving public input regarding the Fiscal Year 2023-2024 Proposed Budget and 2023-2027 Capital Improvement Program.

**Motion to approve the Consent Agenda as presented.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Sissy Aydlett
<b>AYES:</b>	Tiffany White, Ross Munro, Randy Krainiak, Troy Leary, Sissy Aydlett

**ITEM 10. COUNTY MANAGER'S REPORT**

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County Manager Erin Burke included the following in her report:

- Attended the following meetings:
  - Juvenile Crime Prevention Council
  - Minister's Advisory Council
  - Virtual Meeting with Granicus to review Agenda & Meeting software
  - Jail Board Meeting
- Completed 23/24 Budget Reviews with Department Heads
- Budget preparation meetings with Finance Director
- Implemented salary increases for the Sheriff's Office
- Renovation meetings for Sheriff's Office, Tax & Water, and Planning
- Budget Work Session preparation, debrief
- High School Discussion

**ITEM 11. COMMISSIONERS' REPORTS**

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Commissioner Aydlett included the following in her report:

- Senior Center presentation
- May 7<sup>th</sup> – Camden Early College Baccalaureate Service, 5:30 PM; Sawyer's Creek Baptist Church
- Albemarle Regional Health Services – Environmental Health fees to be increased (first increase in 20 years)

Commissioner Leary and others attended the Camden Soil & Water Supervisors District Dinner & Meeting in April. Commissioner Leary noted that some of the Soil & Water Supervisors have been serving more than 20 years.

Chair White and others attended the dedication ceremony of the new Library bench, donated by the Camden Women's Club. The Club is planning to add additional benches in the future.

**ITEM 12. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES**

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Provided for information only:

- A. Register of Deeds Report
- B. Library Report
- C. Adult Care Community Advisory Committee Annual Report
- D. Fire Prevention Report

**ITEM 13. OTHER MATTERS**

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None.

**ITEM 14. ADJOURN**

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There being no further matters for discussion Chair White adjourned the meeting at 7:40 PM.