

Camden County Board of Commissioners

**Regular Meeting
February 6, 2006
7:00 P.M.**

**Camden County Upstairs Courtroom
Camden, North Carolina**

MINUTES

The regular meeting of the Camden County Board of Commissioners was held Monday, February 6, 2006 at 7:00 p.m. in the upstairs Courtroom, Courthouse Complex, Camden, NC. The following members were present:

Chairman Melvin J. Jeralds
Vice Chairman Clayton D. Riggs
Commissioners Jeffrey B. Jennings, Carolyn Riggs, and Mike Andrews

Also attending was County Manager Randell Woodruff, Clerk to the Board Ava Murgia, Attorney John S. Morrison, and various staff members.

Chairman Melvin Jeralds called the meeting to order and welcomed everyone to the first meeting held in the renovated historic courthouse. Commissioner Clayton Riggs gave the invocation and led the Pledge of Allegiance.

Public Comments

Chairman Jeralds called for any comments from the public.

Vivian Jones thanked the Commissioners for providing an office for the E.I.C. Mrs. Jones stated her title has changed to Case Manager for Family Self Sufficiency.

Consideration of Minutes

Commissioner Clayton Riggs made a motion to approve the minutes of the January 3, 2006 Regular Meeting, January 5, 2006 Unification Public Meeting, January 9, 2006, Unification Public Meeting, January 17, 2006 Regular Meeting, and January 19, 2006 Unification Public Meeting subject to correction of typographical and technical errors. The motion passed with Commissioners Jeffrey Jennings, Carolyn Riggs, Clayton Riggs, Mike Andrews and Chairman Jeralds voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Consideration of Agenda

County Manager Randell Woodruff requested *Item IX. New Business, 11. Sheriff's Office – Request for Approval of Donated Vehicle and Funds for Equipment and Installation* be added to the agenda.

Commissioner Mike Andrews requested that *Item XII. Closed Session, 3. Industrial Recruitment* be added to the agenda.

Commissioner Mike Andrews made a motion to approve the agenda as amended. The motion passed with Commissioners Jeffrey Jennings, Carolyn Riggs, Clayton Riggs, Mike Andrews and Chairman Jeralds voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Consideration of Ordinance No. 2006-01-01 Rezoning Application – UDO 2005-12-43 – Melran, LLC

On January 17, 2006 a public hearing was held, Commissioner Clayton Riggs was absent, no opposition was heard, and the Board voted 4-0 to approve Ordinance No. 2006-01-01.

Commissioner Mike Andrews made a motion to approve Ordinance No. 2006-01-01. The motion passed with Commissioners Jeffrey Jennings, Carolyn Riggs, Clayton Riggs, Mike Andrews and Chairman Jeralds voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Approved Ordinance No. 2006-01-01 reads as follows:

Ordinance No. 2006-01-01

**An Ordinance
Amending the Camden County
Zoning Map
Camden County, North Carolina**

Article I: Purpose

The purpose of this Ordinance is to amend the Zoning Map of Camden County, North Carolina, which was originally adopted by the County Commissioners on December 20, 1993, and subsequently amended.

Article II. Amendment to Zoning Map

The Official Zoning Map of Camden County, North Carolina, which was adopted on December 20, 1993, and subsequently amended, is hereby amended as follows:

The properties currently shown in the Camden County Tax Assessor's Office as PIN 01-7091-00-18-9128 is hereby rezoned from Basic Residential (R3-2) to General Use District (GUD).

Article III. Penalty

1. Violations of the provision of this Ordinance or failure to comply with any of its requirements, including violations of any conditions and safeguards established in connection with grants of variances or Special Use or Conditional Use Permits, shall constitute a misdemeanor, punishable by a fine of up to five-hundred (\$500) dollars or a maximum thirty (30) days imprisonment as provided in G. S. 14-4.
2. Any act constituting a violation of the provisions of this Ordinance or a failure to comply with any of its requirements, including violations of any conditions and safeguards established in connection with the grants of variances or Special Use or Conditional Use Permits, shall also subject the offender to a civil penalty of one-hundred (\$100) dollars for each day the violation continues. If the offender fails to pay the penalty within ten (10) days after being cited for a violation, the penalty may be recovered by the county in a civil action in the nature of debt. A civil penalty may not be appealed to the Board of Adjustment if the offender was sent a final notice of violation in accordance with Section 2203 and did not take an appeal to the Board of Adjustment within the prescribed time.
3. This Ordinance may also be enforced by any appropriate equitable action.
4. Each day that any violation continues after notification by the administrator that such violation exists shall be considered a separate offense for purposes of the penalties and remedies specified in this section.
5. Any one, all or any combination of the foregoing penalties and remedies may be used to enforce this Ordinance.

Article IV. Severability

If any language in this Ordinance is found to be invalid by a court of competent jurisdiction or other entity having such legal authority, then only the specific language held to be invalid shall be affected and all other language shall be in full force and effect.

Article V. Effective Date

This Ordinance is effective upon adoption.

Adopted by the Board of Commissioners for the County of Camden this 6th day of February 2006.

County of Camden


Melvin Jeralds, Chairman
Camden County Board of Commissioners

(SEAL)

ATTEST:


Ava Murgia
Clerk to the Board

Mason Spruill – FY2004-2005 Audit Report

Mr. Spruill reviewed the FY2004-2005 Audit Report, and stated that based on his audit and the report of other auditors, the financial statements referred to in the report, the

respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major funds, and the aggregate remaining fund information of Camden County as of June 30, 2005, and respective changes in financial position and cash flows, where appropriate, thereof and the respective budgetary comparison for the general fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Set Public Hearing – Ordinance No. 2006-02-01 – Rezoning Application (UDO 2005-11-42) Ricky Edwards and Garry Meiggs

Commissioner Jeffrey Jennings made a motion to introduce and set public hearing on Ordinance No. 2006-02-01 for February 20, 2006 at 7:00 p.m. or as soon thereafter as the agenda allows. The motion passed with Commissioners Jeffrey Jennings, Carolyn Riggs, Clayton Riggs, Mike Andrews and Chairman Jeralds voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Set Public Hearing – Special Use Permit Application (UDO 2005-12-14) Horse Boarding Facility – Jeffrey and Martha Chedister

Commissioner Mike Andrews made a motion to set public hearing on UDO 2005-12-14 for February 20, 2006 at 7:00 p.m. or as soon thereafter as the agenda allows. The motion passed with Commissioners Jeffrey Jennings, Carolyn Riggs, Clayton Riggs, Mike Andrews and Chairman Jeralds voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Set Public Hearing – Special Use Permit Application (UDO 2005-12-26) Home Occupation – S & K Landscaping/Debris Removal - Anita L. Billingsley

Commissioner Jeffrey Jennings made a motion to set public hearing on UDO 2005-12-26 for February 20, 2006 at 7:00 p.m. or as soon thereafter as the agenda allows. The motion passed with Commissioners Jeffrey Jennings, Carolyn Riggs, Clayton Riggs, Mike Andrews and Chairman Jeralds voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Set Public Hearing – Special Use Permit Application (UDO 2005-12-29) Home Occupation – L & L Interior House Painting - Janet Leary

Commissioner Mike Andrews made a motion to set public hearing on UDO 2005-12-29 for February 20, 2006 at 7:00 p.m. or as soon thereafter as the agenda allows. The motion passed with Commissioners Jeffrey Jennings, Carolyn Riggs, Clayton Riggs, Mike Andrews and Chairman Jeralds voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Tax Office – Releases, Pick Ups and Refunds

Commissioner Clayton Riggs made a motion to approve tax releases, pick ups and refunds as submitted by the Tax Administrator. The motion passed with Commissioners Jeffrey Jennings, Carolyn Riggs, Clayton Riggs, Mike Andrews and Chairman Jeralds voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Timothy Twinam	\$209.23	Release	Moved to VA
George Macaluso	\$251.28	Release	Turned in Plates
Kelly Baronas	\$190.07	Refund	Military Exempt
Kelly Baronas	\$108.48	Refund	Military Exempt
Kelly Baronas	\$188.33	Refund	Military Exempt

Tax Office - Refund Request for Reimbursement of Tax Payment Error – Ernest Coffield

Commissioner Clayton Riggs made a motion to approve the refund request by Ernest Coffield in the amount of \$991.65 due to erroneous payment made on the incorrect parcel

number. The motion passed with Commissioners Jeffrey Jennings, Carolyn Riggs, Clayton Riggs, Mike Andrews and Chairman Jeralds voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Tax Office - Authorization to Collect – October Renewals

Commissioner Mike Andrews made a motion to approve the authorization to collect October renewals as submitted by the Tax Administrator. The motion passed with Commissioners Jeffrey Jennings, Carolyn Riggs, Clayton Riggs, Mike Andrews and Chairman Jeralds voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County (Oct. Renewals) Due 2/1/06

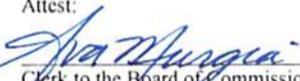
You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Administrator and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be 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	
19,609.16	23,372.58		12,375.19	55,356.93

Witness my hand and official seal this 6th day of February 2006.



 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.



 Tax Administrator of Camden County

Resolution No. 2006-02-01 – Resolution Establishing the Upstairs Courtroom as the Official Meeting Place for the Camden County Board of Commissioners

Commissioner Clayton Riggs made a motion to approve Resolution No. 2006-02-01. The motion passed with Commissioners Jeffrey Jennings, Clayton Riggs, Mike Andrews and Chairman Jeralds voting aye; Commissioner Carolyn Riggs voting no; no Commissioner absent; and no Commissioner not voting.

Resolution No. 2006-02-01

**A RESOLUTION OF THE CAMDEN COUNTY BOARD OF COMMISSIONERS
 ESTABLISHING THE UPSTAIRS COURTROOM
 AS THE OFFICIAL MEETING PLACE FOR THE
 CAMDEN COUNTY BOARD OF COMMISSIONERS**

WHEREAS, the renovation of the historic courthouse is now complete, and the Camden County Board of Commissioners wish to designate the upstairs courtroom as their official meeting place; and

WHEREAS, the Camden County Board of Commissioners meeting schedule remains unchanged, and the room is handicap accessible; and

WHEREAS, if a conflict exists where the upstairs courtroom is unavailable, the Camden County Board of Commissioners will hold their meeting in the downstairs courtroom or where otherwise posted.

NOW, THEREFORE, BE IT RESOLVED, until further notice, the Camden County Board of Commissioners does hereby establish the upstairs courtroom as their official meeting place.

Approved by the Camden County Board of Commissioners this 6th day of February 2006.

(SEAL)


Melvin J. Jeralds, Chairman
Camden County Board of Commissioners

ATTEST:

Ava Murgia
Clerk to the Board

Resolution No. 2006-02-02 – Resolution Relating to the Disposal and Private Sale of Sheriff's Office Portable Radios

Sheriff Perry stated that Global Tower Company will purchase thirteen (13) portable radios for \$5,062.64, which is the replacement cost for eleven (11) new portable radios. Sheriff Perry stated in accordance with G.S. 160A-266 he will advertise the sale and no sale will prevail for ten (10) days.

Commissioner Clayton Riggs made a motion to approve Resolution No. 2006-02-02 and the sale of the (13) portable radios for not less than \$5,062.62. The motion passed with Commissioners Jeffrey Jennings, Carolyn Riggs, Clayton Riggs, Mike Andrews and Chairman Jeralds voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Resolution No. 2006-02-02

**A RESOLUTION OF THE CAMDEN COUNTY BOARD OF COMMISSIONERS
RELATING TO THE DISPOSAL AND PRIVATE SALE OF SHERIFF'S OFFICE PORTABLE
RADIOS**

WHEREAS, the Camden County Sheriff's Office has thirteen (13) used Motorola Model # HT750 Portable radios which are not in good working order, nor cost effective to repair, and that are a hazard to emergency communications; and

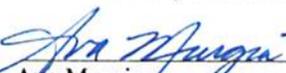
WHEREAS, General Statute §160A-266 provides that the Board of Commissioners may authorize the sale of the portable radios for no less than \$5,062.64.

NOW, THEREFORE BE IT RESOLVED, that the Camden County Board of Commissioners approves the sale of thirteen (13) used Motorola Model # HT750 portable radios by private sale to be administered by the Sheriff's Office.

Approved by the Camden County Board of Commissioners this 6th day of February 2006.

(SEAL)


Melvin Jeralds, Chairman
Camden County Board of Commissioners


Ava Murgia
Clerk to the Board

Sheriff's Office - Request for Approval of Donated Vehicle and Funds for Equipment and Installation

Sheriff Tony Perry stated Blackwater USA is donating a 2005 Ford Crown with 2000 miles to be used by the Sheriff's office as a supervisor vehicle, and then transfer the vehicle to a School Resource Officer. Sheriff Perry asked the Commissioners for \$3,000.00 to purchase new equipment and installation. Old equipment will be used from the 2003 patrol vehicle.

Chairman Jeralds asked Sheriff Perry if he planned to surplus the other car to help offset the cost of new equipment.

Commissioner Jeffrey Jennings made a motion to approve the donated 2005 Ford Crown vehicle from Blackwater for the Sheriff's Office and upon receipt the Sheriff will surplus the 2003 patrol vehicle. The motion passed with Commissioners Jeffrey Jennings, Carolyn Riggs, Clayton Riggs, Mike Andrews and Chairman Jeralds voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

County Manager's Report

Volunteer Forms – County Manager Randell Woodruff reviewed the recently received volunteer forms.

Budget Procedure Calendar FY06-07 – County Manager Randell Woodruff submitted the Budget Procedure Calendar for approval.

Commissioner Mike Andrews made a motion to adopt the Budget Procedure Calendar for FY06-07. The motion passed with Commissioners Jeffrey Jennings, Carolyn Riggs, Clayton Riggs, Mike Andrews and Chairman Jeralds voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

CAMDEN COUNTY FISCAL YEAR 06-07

BUDGET PROCEDURE CALENDAR

DATE	PROCEDURE	ACTION BY
February 27	Distribute Budget Workbooks to Department Heads and County Agencies	County Manager Finance Officer
March 13-24	Meet with Departments as requested by Department Heads or County Manager	County Manager Department Heads
April 3	All Final Budget Requests from County Departments due in County Manager's Office by 5:00 P.M. (G.S. 159-10)	Department Heads
April 3	Deadline to submit New Position Requests and Other Position Changes for FY 05-06 to Phyllis Timmerman, Personnel Officer	Department Heads
April 10	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 10	Camden Co. Board of Education's Tentative Budget Request due in the County Manager's Office by 5:00 P.M.	School Board
April 10-April 24	Review and Analyze Budget Requests	County Manager
April 24	Revenue Estimates Due	Finance Officer
April 24	Estimated Tax Valuation Due	Tax Administrator
April 24-May 1	Review Budget Requests with Department Heads as requested by County Manager	County Manager Finance Officer
April 24	Camden County Board of Education's Final Proposed Budget due in County Manager's office by 5:00 P.M.	School Board
May 1	Set Public Notice of public hearing on Budget Clerk to Board Funds (G. S. 159-12(A))	

DATE	PROCEDURE	ACTION BY
May 1-May 22	Period for Commissioners review of the 2006-2007 Budget. Worksessions may be scheduled by the Board of Commissioners as needed from May 1 st thru May 22 nd .	Board of County Commissioners
May 8	Deliver Budget & Budget Message to Board of Commissioners	County Manager
May 9	Budget Worksession (1847 Courtroom, 7pm)	Board of County Commissioners
May 11	Budget Worksession (1847 Courtroom, 2pm)	Board of County Commissioners
May 15	Reading of Budget Message (1847 Courtroom 7pm)	County Manager
May 22	Public hearing on FY 05-06 Budget (1847 Courtroom, 7pm) Possible Adoption of Budget	Board of County Commissioners
June 5	Adoption of Budget Ordinance (1847 Courtroom, 7pm)(G.S. 159-13:A)	Board of County Commissioners
June 12	Special Meeting to adopt budget if not already approved on June 5	Board of County Commissioners
June 30	File Copies of Adopted Budget with County Finance Officer and Clerk (G.S. 159-13:d)	Finance Officer

Automated External Defibrillator (AED) Grant Application - County Manager Randell Woodruff stated a \$500.00 match is required with ongoing maintenance fees up to \$100.00 yearly.

Chairman Melvin Jeralds asked who at the complex would be certified to use the AED and staff would be trained.

Commissioner Carolyn Riggs stated that whoever is certified to operate the AED should be an existing employee so as to avoid hiring someone new.

County Manager Randell Woodruff stated that the AED would be located in the Senior Center and a staff member would be trained.

Commissioner Clayton Riggs made a motion to approve application for the AED, and if the application is approved, the AED would be housed in the Senior Center. The motion passed with Commissioners Jeffrey Jennings, Carolyn Riggs, Clayton Riggs, Mike Andrews and Chairman Jeralds voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

FY2006-2007 Capital Improvements Program (CIP) Calendar – County Manager Randell Woodruff submitted the FY2006-2007 CIP Calendar for approval.

Commissioner Clayton Riggs made a motion to approve the FY2006-2007 CIP Calendar. The motion passed with Commissioners Jeffrey Jennings, Carolyn Riggs, Clayton Riggs, Mike Andrews and Chairman Jeralds voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

**CAMDEN COUNTY
CAPITAL IMPROVEMENTS PROGRAM CALENDAR
FISCAL YEAR 2006-2007**

February 10, 2006	Presentation to the Board of Commissioners of Draft CIP at Planning Retreat
March 1, 2006	Submission of Manager's Recommended CIP Program
March 20, 2006	Public Hearing on Camden County's Capital Improvements Program for FY 2005-2006 through FY 2009-2010 (7:00 P.M., Camden County Courthouse, Upstairs Courtroom)
April 3, 2006	Adoption of Capital Improvements Program (7:00 P.M., Camden County Courthouse, Upstairs Courtroom)

Education Foundation Fundraiser – County Manager Randell Woodruff stated the Board previously donated \$300.00, and the Board purchased their own personal tickets to benefit the Camden County Education Foundation.

Commissioner Mike Andrews made a motion to approve a donation of \$300.00 to the Education Foundation Fundraiser. The motion passed with Commissioners Jeffrey Jennings, Carolyn Riggs, Clayton Riggs, Mike Andrews and Chairman Jeralds voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

SOUTH CAMDEN WATER & SEWER DISTRICT

Chairman Melvin Jeralds recessed the Camden County Board of Commissioners meeting at 7:46 p.m. and called the South Camden Water and Sewer District Board of Directors to order.

Upon adjournment of the South Camden Water and Sewer District Board of Directors meeting by Member Jeffrey Jennings at 8:29 p.m., Chairman Melvin Jeralds reconvened the regular Board of Commissioners meeting.

Closed Session

Commissioner Clayton Riggs made a motion to go into closed session pursuant to G.S. 143-318.11(a)(3) for the purpose of Consultation with Attorney, pursuant to G.S. 143-318.11(a)(5) for the purpose of discussing Property Acquisition, and pursuant to G.S. 143-318.11(a)(4) for the purpose of discussing Industrial Recruitment. The motion passed with Commissioners Jeffrey Jennings, Carolyn Riggs, Clayton Riggs, Mike Andrews and Chairman Jeralds voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

The Commissioners entered closed session at 8:30 p.m.

Commissioner Clayton Riggs made a motion to come out of closed session and back into regular session. The motion passed with Commissioners Jeffrey Jennings, Carolyn Riggs, Clayton Riggs, Mike Andrews and Chairman Jeralds voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

The Commissioners re-entered regular session at 8:59 p.m.

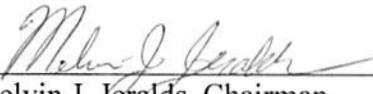
Chairman Melvin Jeralds called for any motions. Hearing no motions, Chairman Melvin Jeralds proceeded with the meeting.

Adjournment

There being no further business to come before the Board, Commissioner Mike Andrews made a motion to adjourn the meeting. The motion passed with Commissioners Jeffrey

Jennings, Carolyn Riggs, Clayton Riggs, Mike Andrews and Chairman Jeralds voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

The meeting adjourned at 8:59 p.m.



Melvin J. Jeralds, Chairman
Camden County Board of Commissioners

ATTEST:



Ava Murgia
Clerk to the Board