

Alyssa Cavender, 126 Carolina Road, questioned the time expected for volunteers or Board members.

Mr. Gillis stated approximately three (3) to four (4) hours month on the average and depends on the particular job. Mr. Gillis stated he could be reached at 252-335-2185 from 8 am – 5 pm, Monday – Friday.

Chairman Jeralds stated the County Manager would be in contact with him regarding the location and would work with him regarding the February 17 Red Cross recruiting rally.

Penny Leary Smith – Dismal Swamp Canal 200th Anniversary

Ms. Smith invited Commissioners Carolyn Riggs and Andrews to the Dismal Swamp Welcome Center to introduce them to the operations at the center. Ms. Smith also invited the entire Board for an introduction to the center and projects underway. Ms. Smith informed the Board that it is the 200th Anniversary of the Dismal Swamp, shared by the two (2) states, North Carolina and Virginia. Ms. Smith stated a kickoff luncheon will be held at Noon on Friday, February 11, 2005 at the Chesapeake Convention Center, partnered with the City of Chesapeake, hosted by Camden County, Dismal Swamp Canal Welcome Center, the Dismal Swamp Natural Area, Dismal Swamp Coalition, and the Dismal Swamp Natural Wildlife Refuge.

Ms. Smith requested \$1,000.00 donation to aide in the luncheon.

Chairman Jeralds stated that the Board would take into consideration her request and the matter would be placed on the February 7, 2005 Commissioners agenda.

Consideration of Minutes – December 6, 2004 Organizational, Regular Meeting and Joint Meeting with Board of Education

Commissioner Jennings asked for clarification regarding item *Set Public Hearing on Landfill*.

The Clerk stated that when the Board was returning to their seats after a short break on December 6, 2005, she asked the Board, for purposes of advertising, if Commissioner Andrews' motion to hold a public hearing on landfill on February 21, 2005 was not in fact a public meeting. The Board agreed that it was a public meeting and to be advertised as such. The Clerk stated the December 6, 2005 minutes reflect the Boards wishes but it may not have been heard by the citizens attending the meeting. Since the December 6 Board meeting, the public meeting date was changed to February 8, 2005.

Commissioner Jennings stated that the meeting on February 8, 2005 is being advertised as a public meeting and the Clerk agreed.

Commissioner Clayton Riggs made a motion to approve the minutes of the December 6, 2004 Organizational, Regular and Joint Meeting with the Board of Education, subject to correction of typographical and technical errors. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Consideration of Agenda

Chairman Jeralds added *Item IX. New Business, K. Appointment to the Board of Adjustments*.

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

Public Hearing – Scattered Site Housing Program 2005 – 2008

This is the first of two public hearing required that was set for public hearing at the December 6 Board meeting and advertised in the Daily Advance. In February, the Board will be requested to hold a second public hearing and appoint a steering committee to work with staff and the consultant to select recipients and implement the program.

There are multiple actions required to apply for the \$400,000 Community Development grant from the State for the purpose of carrying out a "Scattered Site Housing" program for low and moderate income persons.

Dan Porter read the following, as required by the N.C. Department of Commerce:

CDBG Public Hearing Information – FY2005 Scattered Site Housing

The North Carolina Department of Commerce oversees the comprehensive community economic development strategies that are carried out by state governmental agencies and its allies. The Department, through the Division of Community Assistance (DCA), administers the North Carolina Small Cities Community Development Block Grant (CDBG) program. Much of the CDBG program is oriented toward the goals contained in the department's strategic plan and the 2001-2005 North Carolina Consolidated Plan which are organized to fulfill the department's mission statement:

*To improve the economic well-being and
quality of life of all North Carolinians*

In 2004, the state received over \$50 million in CDBG funds. After allowing for administration and technical assistance, approximately \$49 million in funds are available to be awarded for specific program categories. Category awards are funded either through competition or on a non-competitive basis.

All North Carolina small cities are eligible to apply for funds except for 23 entitlement cities that receive funds directly from the U.S. Department of Housing and Urban Development (HUD).

A local unit of government may apply for up to a maximum of \$1.25 million in CDBG funds each fiscal year. Funding categories include Concentrated Needs, Revitalization Strategies, Economic Development, Infrastructure, Housing Development, and Urgent Needs.

Prior to applying for CDBG funds, a local unit of government must hold two (2) public hearings. The first public hearing is for the purpose of explaining the state CDBG program in general receiving public comments related to community development in general, and this public hearing can serve as the first public hearing for any CDBG application submitted in a given fiscal year. The second public hearing is to present the substance of the particular application to the public and to receive comments concerning the specific application.

Camden County is holding this first CDBG public hearing with expectations of receiving a \$400,000 FY2005 CDBG Scattered Site Housing Grant in the spring of 2005. Each county in the state receives this \$400,000 grant every three years (33 counties per year). CDBG Scattered Site funds must be expended for housing rehabilitation or replacement housing, and must benefit households with incomes below 50% of the county median income for appropriate household size.

The county must request its incorporated municipalities to participate in the scattered site housing program and must include all interested municipalities as "full and active" partners in the planning and development of the project application. The county board must designate a Scattered Site Housing Selection Committee that includes representatives from participating municipalities. A Housing Distribution Plan describing the method by which beneficiaries are identified must be included in the application, and beneficiaries must be identified in the project application. The application deadline is February 28, 2005.

Commissioner Clayton Riggs made a motion to go into public hearing to receive comments from the public regarding the Scattered Site Housing Program 2005-2008. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Hearing no comments from the public, Commissioner Jennings made a motion to close public hearing regarding the Scattered Site Housing Program 2005-2008. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Ordinance No. 2004-11-01 A Proposed Ordinance Amending the Camden County Code of Ordinances

On November 11, 2004 Ordinance No. 2004-11-01 was introduced and set for public hearing on November 29, 2004.

At the November 29, 2004 Board meeting decision was deferred pending further information received on December 16, 2004 with the Land Use Committee and Joint Meeting with the Planning Board.

At the December 16, 2004 joint meeting with the Planning Board the Commissioners voted 4-0 in approval of Ordinance No. 2004-11-01. However, Commissioner Andrews was absent from the Joint Meeting and an ordinance requires a full board present majority vote to be in effect (G.S. 153A-45)

Commissioner Jennings made a motion to approve Ordinance No. 2004-11-01. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Approved Ordinance No. 2004-11-01 is as follows:

Ordinance No. 2004-11-01

**A Proposed Ordinance
Amending the Camden County
Code of Ordinances**

Camden County, North Carolina

BE IT ORDAINED BY THE CAMDEN COUNTY BOARD OF COMMISSIONERS as follows:

Article I: Purpose

The purpose of this Ordinance is to amend the Article 151 of the Camden County Code of Ordinances of Camden County, North Carolina, which was originally adopted by the County Commissioners on December 15, 1997, and subsequently amended and as otherwise incorporated into the Camden County Code.

Article II. Construction

For purposes of this Ordinance, underlined words (underline) shall be considered as additions to existing Ordinance language and strikethrough words (~~strikethrough~~) shall be considered deletions to existing language. Language of an adopted ordinance shall be shown in italics (*italics*).

**Article III. Amend Section 151 as amended of the Camden County Code
which shall read as follows:**

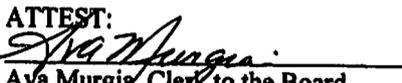
§ 151.600 DEFINITIONS OF BASIC TERMS.

REGULATORY FLOOD PROTECTION ELEVATION. The elevation, in relation to mean sea level, to which the reference level of all structures and other development located within Special Flood Hazard Areas must be protected. Residential construction within areas where Base Flood Elevations (BFEs) have been determined, this elevation shall be the BFE plus ~~two feet (2)~~ one (1) foot of freeboard. Commercial construction required to meet or exceed BFE. In areas where no BFE has been established, residential construction elevation shall be at least four (4) feet above the highest adjacent grade. [Note: 4 feet above highest adjacent grade includes freeboard.] Commercial construction elevation shall be two (2) feet above highest adjacent grade with no freeboard required in areas where no BFE has been established.

Adopted by the Board of Commissioners for the County of Camden this 3rd day of January, 2004.


Melvin J. Jeralds, Chairman
Camden County Board of Commissioners

(SEAL)

ATTEST:

Ava Murgia, Clerk to the Board

Albemarle Commission – Private Sector Representative

At the December 6, 2005 Board meeting, the Board deferred appointment of a private sector representative to the Albemarle Commission Board until January.

Chairman Jeralds was re-appointed as the Commissioner representative on December 6 and notification was given to Ms. Ruth Mengel, Albemarle Commission.

Chairman Jeralds stated that since the December 6 meeting he has contacted Sandra Duckwall regarding appointment as the private sector representative to the Albemarle Commission Board. Mrs. Duckwall agreed to represent Camden County for a term of one (1) year.

North Carolina Beach and Costal Waterfront Access Program Grant – Resolution No. 2005-01-01 A Resolution of the Camden County Board of Commissioners Authorizing Local Government Execution of a Public Access Grant Contract

Staff received an award letter from Governor Mike Easley regarding the public access grant in the amount of \$18,033.00 through the North Carolina Coastal Management Program. After notification of award, NCDENR sent a contract and a resolution requesting the Board to authorize the County to enter into the grant agreement.

Dave Parks, Permit Officer, stated this Resolution is the final portion of the grant for the Shiloh Beach Landing Project with a local match of \$3,100.00.

Commissioner Carolyn Riggs made a motion to approve Resolution No. 2005-01-01. The motion was seconded by Commissioner Clayton Riggs. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Approved Resolution No. 2005-01-01 is as follows and a copy of the contract is attached to the Resolution under separate cover:

Resolution No. 2005-01-01

**A RESOLUTION OF THE CAMDEN COUNTY BOARD OF COMMISSIONERS
AUTHORIZING LOCAL GOVERNMENT EXECUTION OF
A PUBLIC ACCESS GRANT CONTRACT**

WHEREAS, a Regular Meeting of the Camden County Board of Commissioners of the County of Camden, Camden, North Carolina, was held in the Commissioners Meeting Room, Senior Center Building, the regular meeting place, on January 3, 2005; and,

WHEREAS, there were five (5) of the Camden County Commissioners present; and,

WHEREAS, the Camden County Board of Commissioners was presented with a proposed contract between the County of Camden and the North Carolina Department of Environment and Natural Resources for the provision of Public Access grant funds. It was presented and discussed that, under the terms of the said contract, the County of Camden will pay a total of \$3,100.00 as its local share of the total project costs.

NOW, THEREFORE, BE IT RESOLVED, BY THE CAMDEN COUNTY BOARD OF COMMISSIONERS OF THE COUNTY OF CAMDEN:

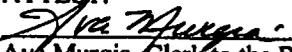
- 1) That the contract between the County of Camden and the North Carolina Department of Environment and Natural Resources be and the same is hereby approved.
- 2) That the Chairman of the Camden County Board of Commissioners and the Clerk to the Board be and they are hereby authorized to sign and execute the said contract for and on behalf of the County of Camden and forward the same to the North Carolina Department of Environment and Natural Resources.
- 3) That upon final execution, a copy of said contract be filed with the minutes. Upon motion of the Commissioner Carolyn Riggs, seconded by Commissioner Clayton Riggs, said Resolution was unanimously passed.

Adopted this the 3rd day of January, 2005.

(SEAL)


Melvin J. Jeralds, Chairman
Camden County Board of Commissioners

ATTEST:


Ava Murgia, Clerk to the Board

I, Ava Murgia, Clerk to the Camden County Board of Commissioners, North Carolina do hereby certify that the foregoing is a true copy of so much of the proceedings of the Camden County Board of Commissioners at a meeting held on Monday, January 3, 2005 as related to the contract between the County of Camden and the North Carolina Department of Environment and Natural Resources, relative to the public access project for the County of Camden, North Carolina.

WITNESS my hand and the corporate seal of the said County of Camden, this the 3rd day of January 2005.

(SEAL)


Ava Murgia
Clerk to the Board

Landfill Procedures

County Manager Randell Woodruff stated, per the Board's December 6, 2005 request, that he and County Attorney Herbert Mullen had reviewed the process and procedures the county had performed regarding granting a landfill franchise.

Attorney Mullen stated that he and the County Manager contacted by phone David Lawrence of the Institute of Government, Chapel Hill, and Mr. Lawrence advised that a substantial time lapse had occurred since the granting of the Black Bear franchise ordinance by the County, the questions raised at this point, in his opinion that the franchise ordinance was not advertised did not invalidate the franchise ordinance. The General Statutes states that a general ordinance has to be tested within sixty (60) days and this type of ordinance contested within one (1) year. The franchise ordinance was passed by the County more than two (2) years ago. Mr. Mullen stated, consequently since the franchise ordinance has not been tested or contested in that length of time, it was David Lawrence's opinion that the franchise ordinance is valid.

Commissioner Carolyn Riggs questioned Mr. Mullen that if it were a law that the ordinance had to be advertised and if it was not advertised, then the County has gone against the law.

Mr. Mullen stated that according to David Lawrence that since no one tested or contested within sixty (60) days or one (1) year from the time of its adoption, then the right to contest the franchise ordinance has lapsed.

John Thompson, 132 County Meadows Drive, spoke in opposition of the sanitary landfill.

Alyssa Cavender, 126 Carolina Road, stated that the date Mr. Thompson stated of October 14 was when the public was made aware of the landfill is only three (3) months.

Brett Draper, 126 Carolina Road, stated in a town hall meeting held the other night a gentlemen said that anything from households items could be put in the landfill and questioned if there had been a study done on the rubber liner.

County Manager Randell Woodruff stated that is a question for Waste Industries and their engineering staff.

Commissioner Andrews questioned the stage of the permitting process.

County Manager Randell Woodruff stated DENR has not signed off any permits and that DENR is still investigating the non advertisement of the franchise ordinance against DENR's administrative code requirements.

Commissioner Carolyn Riggs questioned if there was a possibility to have the landfill one half (1/2) the proposed size.

Commissioner Andrews suggested regional trash versus outside trash.

Alyssa Cavender, 126 Carolina Road, stated she cannot say if she is for or against the landfill, and questioned that whomever is in charge of the finances for the county has sat down and considered the money the landfill will bring as well as the cost, and not immediate cost, but cost in the future.

County Manager Randell Woodruff stated that Waste Industries will be required to monitor the facility for an additional thirty (30) years after closing, maintain and post a bond.

Bill Norton, 339 Lambs Road, inquired if Waste Industries or Black Bear was going to be required to maintain the facility if they have financial problems.

Attorney Mullen, stated it is his understanding that Waste Industries will be responsible and it is dependent upon DENR who will regulate and control these matters.

Teresa Thompson, 132 County Meadows, questioned Mr. Mullen if one does not know about the General Statutes regarding testing or contesting the landfill, then how can one respond within sixty (60) days. Mrs. Thompson also questioned where in the contract it was written that Black Bear would take care of the landfill for thirty (30) years.

Attorney Mullen stated he would inquire to David Lawrence regarding her question.

Commissioner Clayton Riggs cited Article I49CFR of the Federal Code and explained the Federal Code.

Joe Jackson, 468 Horseshoe Road, stated he is not for or against the landfill but is concerned regarding pollution of the natural resource water.

Dennis Morris, 711B Main Street, questioned why always South Mills.

Chairman Jerals stated there will be a Public Meeting on February 8, 2005 at 7:00 in the Camden County High School Cafeteria regarding the Black Bear Landfill.

John Thompson, 132 County Meadows, questioned if the Board minded if he passed out flyers at the recycling convenience sites.

County Manager Randell Woodruff stated he will contact Mark Myers at Waste Industries to confirm.

John Thompson stated he would stand outside on the DOT property to pass out flyers if there was a problem.

Burt Draper, 126 Carolina Road, suggested the County rent letterboards to advertise the Public Meeting.

Commissioner Jennings asked County Manager Randell Woodruff to check to see if the Ambulance Agreement requires two (2) hearings.

Isabel Stream Clean-Up Contract Phase 2

Dan Porter, Planning Director, stated Hurricane Isabel caused considerable damage to the County's creeks and tributaries with downed and dying trees and other debris. Following the storm, Disaster Survey Reports (DSRs) were prepared and submitted to State and Federal agencies for assistance to clear and snag in critical areas. In the fall of this year \$41,600.00 of state funds were approved for this effort. Bids and specifications were prepared, distributed to over twenty five (25) contractors, and a contract for \$25,839.00 has been awarded and signed for a portion (13,800 feet) of damage identified by the DSRs.

On December 6, 2004, the Camden County Board of Commissioners authorized submittal of an application for additional funds from the Natural Resources Conservation Service (NCRS). The additional work identified in the original DSRs, and damage in the

same stream segments totaled approximately 24,000 linear feet. The NRCS program requires a 25% local match, and since the original contract was under budget, the remaining State funds can be used to cover the local match. The request for \$72,006.00 NRCS funds has been approved.

Due to the North Carolina Wildlife Resources Commission regulations, work within the streams and creeks can only be carried out from October through February 15, 2005. This deadline compresses the time frame in which to apply, approve, and initiate agreements and contracts to accomplish the clean up – complicated by the fact that federal programs have more forms and assurances to process.

A quote for \$ 45,000.00 to complete this additional work has been received from the same Contractor that successfully completed the initial stream clean up work.

Commissioner Jennings made a motion to authorize the County Manager, Clerk and all necessary staff to execute a contract for \$45,000.00 with J & J Construction, Inc. to clear and snag 24,000 linear feet. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

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


Finance Officer

NORTH CAROLINA

CONTRACT FOR SERVICES

CAMDEN COUNTY

THIS CONTRACT is made and entered into this the 3rd day of January, 2005, by and between CAMDEN COUNTY, a body corporate and politic existing pursuant to the laws of the State of North Carolina, (the "COUNTY"), and J & J Construction Inc., 1813 - C Virginia Road, Edenton, North Carolina, 27932, (the "CONTRACTOR").

1. SERVICES TO BE PROVIDED

The services and/or material to be furnished under this contract (the "SERVICES") are as follows:

- a. CONTRACTOR shall remove all stream obstructions that impede stream flow or navigation in approximately 24,000 linear feet of stream segments as shown on the attached maps and as determined by the project inspector. Leaning trees at a 45 degree angle or greater will also be removed. Natural vegetative materials removed shall be placed on the adjacent stream banks in a manner so that they will not reenter the stream. Work will be performed from the stream channel and below the high water mark of the flood plain in wetland and swamp areas.
- b. CONTRACTOR shall begin work by January 6, 2005. Job must be completed no later than February 15, 2005.
- c. CONTRACTOR shall use a floating barge or boat with mechanical winch equipment or portable winches capable of removing trees up to 30 inches in diameter as well as chain saws for wetland and swamp areas of this project. Hydraulic excavators may be used in areas where wetlands are not present. Care should be taken to avoid damaging standing trees if at all possible. A contract will not be awarded to any bidder not having above mentioned equipment. Any contractor found dropping trees under the water and leaving them will be terminated immediately. Logs shall be cut no shorter than eight feet long.
- d. INSPECTION will be performed by Jimmy Munden, District Conservationist with the USDA, Natural Resources Conservation Service. He has the authority to issue stop and proceed work orders. If any underwater archaeological remains such as small boats or Indian canoes are discovered, the contractor is required to immediately inform the Project Inspector. If a contract is not executed within 10 days of award by the County Commissioners, Camden County reserves the right to award the contract to the next lowest responsive bidder.

2. PAYMENT TO CONTRACTOR

In consideration for CONTRACTOR'S services COUNTY shall pay CONTRACTOR upon completion of the project and COUNTY'S acceptance FORTY FIVE THOUSAND AND NO/100 DOLLARS (\$45,000.00)

CONTRACTOR shall complete the services by February 15, 2005.

The COUNTY agrees to pay the above amount for services satisfactorily performed in accordance with this contract. Payment will be processed promptly upon receipt and approval by the COUNTY of the invoice and upon acceptance by COUNTY of CONTRACTOR'S work product.

3. INDEPENDENT CONTRACTOR

Both the COUNTY and the CONTRACTOR agree that the CONTRACTOR shall act as an independent contractor and shall not represent itself as an agent or employee of the COUNTY for any purpose in the performance of the CONTRACTOR'S duties under this contract. Accordingly, the CONTRACTOR shall be responsible for payment of all federal, state and local taxes arising out of the CONTRACTOR'S activities in accordance with this contract, including by way of illustration but not limitation, federal and state income tax, social security tax, unemployment insurance taxes, and any other taxes or business license fees as required.

In performing the SERVICES, the CONTRACTOR is acting as an independent contractor and shall perform SERVICES in accordance with currently approved methods and practice in the CONTRACTOR'S professional capacity and in accordance with the standards of applicable professional organizations and licensing agencies.

4. INSURANCE AND INDEMNITY

The CONTRACTOR shall indemnify and save harmless the COUNTY, its agents and employees from and against all actions, liability, claims, suits, damages, cost or expenses of any kind which may be brought or made against the COUNTY or which the COUNTY must pay and incur by reason of or in any manner resulting from injury, loss or damage to persons or property resulting from negligent performance of or failure to perform any of its obligations under the terms of this CONTRACT.

The CONTRACTOR shall be fully responsible to the COUNTY for the acts and omissions of its sub-contractors and of persons either directly or indirectly employed by it, as the CONTRACTOR is for the acts and omissions of persons directly employed by it.

In addition, the CONTRACTOR shall comply with the North Carolina Worker's Compensation Act and shall provide for the payment of workers' compensation to its employees in the manner and to the extent required by such Act. In the event the CONTRACTOR is excluded from the requirements of such Act and does not voluntarily carry workers' compensation coverage, the CONTRACTOR shall carry or cause its employees to carry adequate medical/accident insurance to cover any injuries sustained by its employees or agents during the performance of SERVICES.

The CONTRACTOR agrees to furnish the COUNTY proof of compliance with said Act or adequate medical/accident insurance coverage upon request.

The CONTRACTOR upon request by the COUNTY shall furnish a Certificate of Insurance from an insurance company, licensed to do business in the State of North Carolina and acceptable to the COUNTY verifying the existence of insurance coverage required by the COUNTY. The Certificate will provide for sixty (60) days advance notice in the event of termination or cancellation of coverage.

5. HEALTH AND SAFETY

The CONTRACTOR shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work. The CONTRACTOR shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss to all employees from the work and other persons who may be affected thereby.

6. NON-DISCRIMINATION IN EMPLOYMENT

The CONTRACTOR shall not discriminate against any employee or applicant for employment because of age, sex, race, creed, or national origin. The CONTRACTOR shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their age, sex, race, creed, or national origin. In the event the CONTRACTOR is determined by the final order of an appropriate agency or court to be in violation of any non-discrimination provision of federal, state or local law or this provision, this

Contract may be cancelled, terminated, or suspended in whole or in part by the COUNTY, and the CONTRACTOR may be declared ineligible for further COUNTY contracts.

7. GOVERNING LAW

This contract shall be governed by and in accordance with the laws of the State of North Carolina. All actions relating in any way to this contract shall be brought in the General Court of Justice of the State of North Carolina or in the Federal District Court for the Eastern District of North Carolina.

8. CONTRACT DOCUMENTS/AMENDMENTS

This document together with the purchase order and any attached exhibits constitutes the entire Contract between the parties and may only be modified by a written mutual agreement signed by the parties and attached to this Contract.

9. OTHER PROVISIONS

This Contract is subject to such additional provisions as are set forth in any addendum executed separately by each party and attached to this Contract.

10. SIGNATURES

Both the COUNTY and the CONTRACTOR agree to the above Contract.

Attest:

CAMDEN COUNTY

Ava Murgia, Clerk to the Board

By: _____
Randell Woodruff, County Manager

(SEAL)

Witnessed or Attested By:

CONTRACTOR NAME

By: _____ Secretary

(CORPORATE SEAL)

Title: _____

Register of Deeds – Equipment Upgrade – Resolution No. 2005-01-03 A Resolution of the Camden County Board of Commissioner Approving Financing Terms

Register of Deeds Peggy Kight received an agreement from Parker Lowe to upgrade the following equipment: scanner, server, add Mapx system, scan all maps, scan index books, and create up to date microfilm. If approved by January 18, installation will be on or before January 31, training upon installation and replace the existing lease at an annual payment of \$12,300.00. If this agreement is acceptable, not only will the scanning process in the Register of Deeds office be faster and more efficient for staff and clients, but also client frustration will be significantly reduced by the capability to view and reproduce entire maps.

Peggy Kight, Register of Deeds and Bill Prescott, Parker Lowe were in attendance to answer any questions.

Commissioner Clayton Riggs made a motion for the Register of Deeds Office to move forward to upgrade the equipment with a lease/purchase agreement with Parker Lowe and financing per Resolution No. 2005-01-03 with Branch Banking and Trust Company (BB&T). The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Approved Resolution No. 2005-01-03 is as follows:

Resolution No. 2005-01-03

**A RESOLUTION OF THE CAMDEN COUNTY BOARD OF COMMISSIONERS
APPROVING FINANCING TERMS**

WHEREAS: Camden County, North Carolina (the "County") has previously determined to undertake a project to re-finance existing imaging equipment and to purchase additional imaging equipment, and the Finance Officer has now presented a proposal for the financing of such Project.

BE IT THEREFORE RESOLVED, as follows:

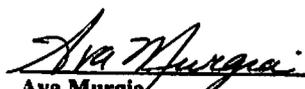
1. The County hereby determines to finance the Project through Branch Banking and Trust Company ("BB&T"). The amount financed shall not exceed \$44,626.67, the annual interest rate (in the absence of default or change in tax status) shall not exceed 4.02% and the financing term shall not exceed four (4) years from closing.
2. All financing contracts and all related documents for the closing of the financing (the "Financing Documents") shall be consistent with the foregoing terms. All officers and employees of the County are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution. The Financing Documents shall include a Financing Agreement as BB&T may request.
3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by County officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.
4. The County shall not take or omit to take any action the taking or omission of which will cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The County hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).
5. All prior actions of County officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Adopted this 3rd day of January, 2005.



Melvin J. Jeralds, Chairman
Camden County Board of Commissioners

SEAL



Ava Murgia
Clerk to the Board

Code Enforcement Monthly Report

Kim Harris, Code Enforcement Officer, was present to answer questions regarding the Code Enforcement Monthly Activity Report.

Chairman Jeralds questioned property on Ivy Neck that was listed twice.

Commissioner Andrews questioned the property on 518 Main Street.

Chairman Jeralds confirmed that the property owner has someone working on plans to upgrade the property.

Brett Draper, 126 Carolina Road, questioned when the burnt homes will be cleaned up on Bunker Hill Road.

Kim Harris stated she would look into the matter.

Commissioner Clayton Riggs questioned 891 Sandy Hook Road.

Kim Harris stated she had contacted Elizabeth City and is working on a program similar to the program Pasquotank County implements.

Commissioner Andrews questioned 112 Wickham Road.

Kim Harris stated the use of the camper is grandfathered and is waiting to hear from the Health Department regarding the sewage issue.

Senior Center – Grants

County Manager explained the grants from the Albemarle Commission submitted by the Michaelene Sawyer for the Senior Center: the Senior Center Outreach Grant has a match of \$2,253.00; Title II-D Health Promotion has a match of \$1,251.00; Senior Center General Purpose Funding has a match of \$1,971.00.

Commissioner Andrews made a motion to approve the Senior Center Outreach Grant, Title II-D Health Promotion, and the Senior Center General Purpose Funding Grant. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Waste Management License Renewal to Collect Solid Waste

Mr. Robert Clendenin, District Manager of Waste Management, requested renewal of the current license to collect solid waste in Camden County. The license expired September 6, 2004 and is valid for one (1) year.

Commissioner Andrews made a motion to approve license renewal for Waste Management to collect solid waste in Camden County from September 6, 2004 to September 6, 2005. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Tax Office – Authorization to Collect – August 2004 & September 2004 Vehicle Tax Renewals

Commissioner Clayton Riggs made a motion to approve the Authorization to Collect – August 2004 and September 2004 as submitted by the Tax Administrator. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

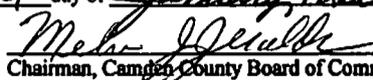
CAMDEN COUNTY BOARD OF COMMISSIONERS Regular Meeting January 3, 2005 1195

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County (August Renewals) 2004 Due 12/1/04

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.

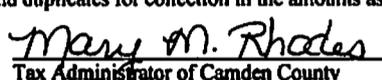
| | | | |
|--------------------|-------------------|---------------|--------------|
| SOUTH MILLS | COURTHOUSE | SHILOH | TOTAL |
| 18,028.51 | 24,009.88 | 11,516.51 | 53,554.90 |

Witness my hand and official seal this 3rd day of January, 2005

 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

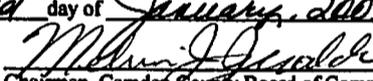
STATE OF NORTH CAROLINA

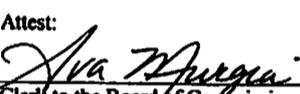
COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County (September Renewals) 2004 Due 1/1/05

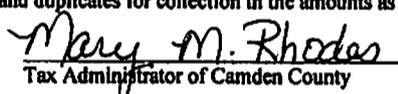
You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Administrator and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be 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 |
| 15,845.84 | 17,446.92 | 8,839.52 | 42,132.28 |

Witness my hand and official seal this 3rd day of January, 2005

 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

Tax Office – Tax Releases, Pick Ups, Refunds and Refunds to be Issued by the Finance Officer

Mary Rhodes, Tax Administrator, is submitted the following tax releases, pick ups, and adjustment for approval and refunds to be issued by the Finance Office in the amount of \$2,080.52:

| | | | |
|-------------------------|------------|---------|-----------------|
| Myrtle Lamb | \$ 174.79 | Pick up | Discovery |
| Sean Robey | \$8,489.60 | Release | Error |
| | \$1,320.50 | Pick Up | |
| Leslie Bundy | \$ 137.52 | Pick Up | Wrong Listing |
| Maurice Stokes, Jr. | \$ 110.40 | Release | Military Exempt |
| Mark Gaetano | \$ 131.03 | Release | Military Exempt |
| H.C. Ferebee | \$ 371.98 | Pick Up | Roll Back Tax |
| Charles Ferebee | \$ 371.98 | Pick Up | Roll Back Tax |
| Karen Strother | \$ 213.15 | Release | Wrong Listing |
| Randy Noff | \$ 199.88 | Release | Turned in tags |
| Richard Jones | \$ 129.07 | Release | Military Exempt |
| Richard Jones | \$ 124.31 | Release | Military Exempt |
| Charlene Jones | \$ 215.75 | Release | Military Exempt |
| Tonia Sue Allen | \$ 192.48 | Release | Military Exempt |
| William Swinson | \$ 194.97 | Release | Military Exempt |
| County of Camden County | \$ 136.80 | Release | Exempt |
| Ray Blake | \$ 172.64 | Release | Military Exempt |
| Bryan Matthews | \$ 140.80 | Release | Military Exempt |
| Richard Bailey | \$ 111.19 | Release | Military Exempt |
| Donald Wilson | \$ 218.65 | Release | Military Exempt |
| Pauline Old | \$ 188.08 | Release | Sold |

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

Tax Office – Report on Property Revaluation and Tax Office Staff

Mary Rhodes, Tax Administrator, was present to answer any questions.

Commissioner Clayton Riggs questioned how to find out if taxes are being paid equitably for houses of similar size and construction.

Mary Rhodes stated that when a revaluation is done, it is compared and when she does any new construction after the appraisal from year to year, she compares the neighborhood; depends on the square footage, construction of the house, year built, size of the house and inside information of a house that affects the value. Ms. Rhodes stated that if a house is built in June, it would not be on the tax records until the following January.

John Thompson, stated the means of taxing people should be looked at, and wants everyone taxed fairly.

Ms. Rhodes stated as long as there is a building permit, the tax office has the property listed. In January she visits the properties, and if construction is not complete a note is made to go back to those properties the following January.

Ms. Rhodes stated the Schedule of Values is used for calculating the square foot cost until another revaluation is performed. Ms. Rhodes stated the Department of Revenue will be here in a couple of weeks to do an audit. Presently properties in Camden are at 65% of fair market value and feels that they will suggest the County do another revaluation, which takes over two (2) years from start to finish to perform a revaluation.

Commissioner Carolyn Riggs questioned the cost of a revaluation.

Ms. Rhodes stated in 2001 the cost was \$161,000.00.

County Manager Randell Woodruff stated the cost was an average of \$30.00 per parcel.

Alyssa Calender, 126 Carolina, stated the County needs to realize fair market value and needs to do a revaluation every four (4) years.

John Thompson, stated there should be a yearly property tax increase.

Ms. Rhodes stated the State regulates property revaluations and the County can elect to revalue properties every four (4) years.

John Thompson questioned if revalue was prohibited every year.

Ms. Rhodes was not sure.

Chairman Jeralds inquired as to when the Department of Revenue would be here.

Ms. Rhodes stated the Department of Revenue is waiting for sales study and plans to visit in January. The auditor will be in Gates County, and she would check to see if the auditor would be available to talk to the Board in February.

Bill Norton stated that the County is missing a lot of revenue.

Brett Draper, 126 Carolina Road, questioned as the county grows, will the government grow as the county grows.

County Manager Randell Woodruff stated that the Tax Office staff is going for additional training in March to do appraisals.

Ms. Rhodes stated that at present she is the only one certified to do appraisals. In March Lisa Anderson will be attending classes and will be certified in March 2005. In October Shelly Stone and Stephanie Jackson will be attending Listing and Assessing classes.

Planning Department – PARTF Grant for Community Park

Dan Porter, Planning Director, stated in September 2004 the County became aware of a grant opportunity from the North Carolina Parks and Recreation Trust Fund (PARTF). The submittal deadline is January 31, 2005. The grant provides up to \$500,000.00 for park improvements, with a 50 – 50 matching requirement. The local matching dollars can be spread out over three (3) fiscal years, which lessens the annual county burden.

It is important to note that requirements for the grant dictate that the project include at least three (3) different park elements, and all elements submitted for funding must be completed within three (3) years.

The previously established Parks & Recreation Advisory Committee was reactivated in September to consider park improvements and prepare an application for funding. The committee includes the superintendent and other representatives from the school administration.

In order to have a competitive application the County should have a Countywide Parks and Recreation Plan. The committee has therefore been preparing a 2004 Update to the *Camden County 1977 Recreation and Open Space Plan*, and the proposed *Project Master Plan* for expansion and improvements to Camden Community Park. Public participation in planning for the *Plan Update* and the *Project Master Plan* has taken place through surveys and meetings.

The attached countywide plan is a guide for future decision making regarding parks and recreation. It presents demographics of Camden, an inventory of existing facilities (most of which are provided by other jurisdictions), current projects & programs, park needs, and recommended goals & projects.

The attached *Park Project Master Plan* and project justification presents the proposed improvements for Camden Community Park. The park elements include a regulation size running track with an interior soccer/football field; two (2) regulation size adult softball/baseball fields; a playground area; a picnic shelter; and walking trails. The estimated costs total is approximately \$1 million, although some cost savings may be achieved through donations, volunteers, etc. In addition to the PARTF grant, a second 50-50 grant opportunity is available from the Land & Water Conservation Fund (deadline March 31, 2005). The maximum grant is \$250,000.00 and the county can submit the same project for this grant. If successful, the two (2) grants may be able to match each other.

Mary Rhodes, Trafton Road, questioned if the school track team would be able to use the track and not have to run on the road.

Dan Porter stated it is a regulation size track and the team would be allowed to use the track, which is the main reason for the tract, to get the students off the road.

Rodney Johnson, Soil and Water Conservation, was present to answer any questions.

Following discussion, Commissioner Andrews made a motion to adopt and approve the *Recreation & Open Space Plan 2004 Update*. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Commissioner Clayton Riggs made a motion to approve *Community Park Project Master Plan Concept*. The motion passed with Chairman Jeralds, Commissioners Jennings,

Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Commissioner Jennings made a motion to approve funding local match of \$300,000.00 and authorize the County Manager and all necessary staff to submit the PARTF Grant Application. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, and Andrews voting aye; Commissioner Carolyn Riggs voting no; no Commissioner absent; and no Commissioner not voting.

The approved *Camden County Recreation and Open Space Plan 2004 Update* is on file and available for viewing in the Planning Department.

Planning Department – Scattered Site Housing Program 2005 – 2008 – Resolution No. 2005-01-02 A Resolution To Submit A Community Development Block Grant Application 2005 Scattered Site Housing Project

Dan Porter, Planning Director, stated this item is to request multiple actions required to apply for the \$400,000 Community Development grant from the State for the purpose of carrying out a “Scattered Site Housing” program for low and moderate income persons

Camden County becomes eligible to receive a federally funded entitlement grant on a three (3) year cycle. It requires no matching funds from the County, but is very labor intensive due to the myriad a federal rules and regulations. The previous grant is nearly completed, and will result in providing decent housing for four (4) long time residents of the County that were previously living in very substandard conditions. The grant is being managed through a contract with Hobbs and Upchurch.

Prior to completing the application for this cycle the County will need to select a steering committee hold two (2) public hearings and identify program recipients.

In view of the detailed and voluminous regulations, this program is best administered by a consultant with specific expertise, experience, and resources geared towards federal Community Development programs. The County has advertised and direct mailed Request for Proposals to prepare the Scattered Site Housing Application and to administer the program. Responses were received from four (4) firms: Hobbs & Upchurch, McDavid & Associates, Dick George, and Holland Consulting Planners. The responses have been reviewed on five (5) factors. Based on this review the staff recommends that the County contract with Holland Consulting Planners for a sum not to exceed \$48,260.00.

In February the Board of Commissioners will be requested to hold a second public hearing and appoint a selection committee to work with staff and the consultant to select recipients and implement the program.

Commissioner Clayton Riggs made a motion to adopt Resolution No. 2005-01-02 and authorize the Chairman, County Manager, and necessary staff to apply for a Community Development Block Grant for Scattered Site for Camden County in the amount of \$400,000.00. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Commissioner Andrews made a motion to adopt Federal and State policies and procedures that required for any CDBG project. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Commissioner Clayton Riggs made a motion to approve a contract with Holland Consulting Planners for up to \$48,260.00. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Approved Resolution No. 2005-01-02 is as follows:

Resolution No. 2005-01-02

**COUNTY OF CAMDEN
CAMDEN, NORTH CAROLINA**

**RESOLUTION TO SUBMIT A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION
2005 SCATTERED HOUSING PROJECT**

WHEREAS, Camden County has identified areas of need within its jurisdiction; and,

WHEREAS, Camden County acknowledges that funds are available through the North Carolina Department of Commerce, Division of Community Assistance, Community Development Block Grant Program to address those needs which benefit low and moderate income persons; and,

WHEREAS, the citizens participation requirements of conducting two (2) public hearings to support a grant application for Scattered Housing for Camden County will be met;

THEREFORE, LET IT BE RESOLVED, that the Camden County Board of Commissioners hereby resolve to submit a Community Development Block Grant Application to the North Carolina Department of Commerce, Division of Community Assistance for the 2005 Scattered Housing Grant funding cycle and hereby authorizes the Chairman of the Camden County Board of Commissioners to execute said application.

Approved, this 3rd day of January, 2005.


Melvin Jeralds, Chairman
Camden County Board of Commissioners

(SEAL)


Ava Murgis,
Clerk to the Board

Set Public Hearing – Special Use Permit – UDO 2004-11-24 - Belvin H. Bangle III – Home Based Business

Commissioner Jennings made a motion to set public hearing for Special Use Permit UDO 2004-11-24 - Belvin H. Bangle III – Home Based Business for February 21, 2005 at 7:00 p.m. or as soon thereafter as the agenda allows. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Finance Office – Munis Contract

Clarann Mansfield, Finance Officer, submitted the financial software contract in the amount of \$76,855.00, plus Annual Support/Maintenance of \$5,878.00 from Munis, Inc. for approval.

Attorney Mullen reviewed the contract and made recommended changes.

Commissioner Riggs made a motion to approve the financial software contract with Munis and authorize necessary staff to execute the contract. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Finance Office – Finistar Custodial Agreement – Resolution No. 2005-01-04 Authorizing The Finance Officer To Deposit Funds of Camden County in a Custodial Account

Clarann Mansfield, Finance Officer, submitted Finistar Custodial Agreement and Resolution No. 2005-01-04 for approval.

The interest rate is better than NCCMT and the rate holds for seven (7) days instead of changing daily. Finistar is located in Edenton, NC and has been reviewed by the Local

Government Commission and found in compliance. Deposits will be insured by FDIC, Money will be deposited in local banks, therefore, available for loans in our area.

Commissioner Carolyn Riggs made a motion to accept Finistar agreement, approve Resolution No. 2005-01-04 and authorize necessary staff to execute agreement. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Approved Resolution No. 2005-01-04 is as follows:

Resolution No. 2005-01-04

RESOLUTIONS OF GOVERNING BOARD OF Camden County

The Governing Board of Camden County adopted the following resolutions as of the date set forth below:

WHEREAS, the Governing Board has approved a Custodial Agreement among the Finance Officer of Camden County, Finistar, Inc. ("Finistar"), and Gateway Bank & Trust Company, 1145 North Road Street, Elizabeth City, North Carolina 27909-3334 ("Fiscal Agent"); and,

WHEREAS, the Finance Officer has been authorized and directed by the Governing Board to deposit funds of Camden County in a custodial account at Fiscal Agent for disbursement and deposit in North Carolina financial institutions, the deposits of which are insured by funds of the Federal Deposit Insurance Corporation ("FDIC") and which are Participating Banks (as defined in the Custodial Agreement), as provided in the Custodial Agreement.

NOW, THEREFORE, BE IT RESOLVED that the Fiscal Agent, a North Carolina chartered, commercial bank the deposits of which are insured by funds of the FDIC, be and hereby is designated as an official depository of Camden County; and,

BE IT FURTHER RESOLVED, that each Participating Bank, the name and address of which is listed on Attachment "A", be and hereby is designated as an official depository of Camden County, such List being deemed incorporated by reference into this Resolution for the purpose of making deposits in accordance with this agreement with Finistar, Inc.; and

BE IT FURTHER RESOLVED, that the Finance Officer shall report the Fiscal Agent and each Participating Bank on the List as required by GS 159-33 and 20 NCAC 7.

The foregoing Resolutions were adopted and approved by the Governing Board as of the 3rd day of January, 2005.


Signature of Finance Officer

Finance Office – Budget Amendments – 2004-05-BA013 – 2004-05-BA017

Commissioner Clayton Riggs made a motion to approve Budget Amendments 2004-05-BA013, 2004-05-BA014, 2004-05-BA015, 2004-05-BA016, and 2004-05-BA017 as submitted by the Finance Officer. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Approved Budget Amendments are as follows:

2004-05-BA013

BUDGET AMENDMENT

CAMDEN COUNTY ADMINISTRATIVE UNIT

General Fund

The Camden County Board of Commissioners passed the following resolution at the meeting on the 3rd day of January, 2005.

Be it resolved that the following are amendments to the budget resolution for the fiscal year ending June 30, 2005.

| CODE NUMBER | DESCRIPTION OF CODE | AMOUNT | |
|-------------|---------------------|----------|----------|
| | | INCREASE | DECREASE |
| 10-3480-43 | Technology Grant | | 5696.00 |

| | | | |
|------------|------------------|---------|--|
| 10-4300-50 | Technology Grant | 5696.00 | |
| | | | |
| | | | |

Explanation: State Board of Elections Grant.

| | |
|--|----------------|
| Total Appropriation in Current Budget..... | \$7,751,173.00 |
| Amount of Increase of the above amendment..... \$ | 5,696.00 |
| Total appropriation in Current Amended Budget..... | \$7,756,869.00 |

We, the Board of County Commissioners of Camden County, hereby approve the changed in the County Budget as indicated above and have made entry of these changes in the minutes of said board this 3rd day of January, 2005.

Passed by majority vote of the Board of County Commissioners of Camden County on the 3rd day of January, 2005.

Melvin J. Devalde
Chairman, Board of Commissioners

Clayton D. Rizzo
Vice-Chm. Bd of Commissioners

Ava Murguia
Clerk to Board of Commissioners

2004-05-BA014

BUDGET AMENDMENT

CAMDEN COUNTY ADMINISTRATIVE UNIT

South Mills VFD Fund

The Camden County Board of Commissioners passed the following resolution at the meeting on the 3rd day of January, 2005.

Be it resolved that the following are amendments to the budget resolution for the fiscal year ending June 30, 2005.

| CODE NUMBER | DESCRIPTION OF CODE | AMOUNT | |
|-------------|---------------------|-----------|-----------|
| | | INCREASE | DECREASE |
| 41-5300-34 | New Equipment | 30,000.00 | |
| 41-5300-99 | Reserve | | 30,000.00 |
| | | | |
| | | | |

Explanation: Pagers and equipment needed for new volunteers.

| | |
|---|--------------|
| Total Appropriation in Current Budget..... | \$109,000.00 |
| Amount of Increase/Decrease of the above amendment..... | \$ -0- |
| Total appropriation in Current Amended Budget..... | \$109,000.00 |

We, the Board of County Commissioners of Camden County, hereby approve the changed in the County Budget as indicated above and have made entry of these changes in the minutes of said board this 3rd day of January, 2005.

Passed by majority vote of the Board of County Commissioners of Camden County on the 3rd day of January, 2005.

Melvin J. Devalde
Chairman, Board of Commissioners

Clayton D. Rizzo
Vice-Chm. Bd of Commissioners

Ava Murguia
Clerk to Board of Commissioners

2004-05-BA015

BUDGET AMENDMENT

CAMDEN COUNTY ADMINISTRATIVE UNIT

South Camden VFD Fund

The Camden County Board of Commissioners passed the following resolution at the meeting on the 3rd day of January, 2005.

Be it resolved that the following are amendments to the budget resolution for the fiscal year ending June 30, 2005.

| CODE NUMBER | DESCRIPTION OF CODE | AMOUNT | |
|-------------|---------------------|----------|----------|
| | | INCREASE | DECREASE |
| 40-3480 | Grant Funds | 5,000.00 | |
| 40-5300-744 | Grant Generator | 5,000.00 | |
| | | | |

| | | | |
|--|--|--|--|
| | | | |
| | | | |

Explanation: Additional Grant funds received.

| | |
|--|--------------|
| Total Appropriation in Current Budget..... | \$239,000.00 |
| Amount of Increase of the above amendment..... | \$ 5,000.00 |
| Total appropriation in Current Amended Budget..... | \$244,000.00 |

We, the Board of County Commissioners of Camden County, hereby approve the changed in the County Budget as indicated above and have made entry of these changes in the minutes of said board this 3rd day of January, 2005.

Passed by majority vote of the Board of County Commissioners of Camden County on the 3rd day of January, 2005.

Melvin J. Ivers
 Chairman, Board of Commissioners
Ava Murgai
 Clerk to Board of Commissioners

Clayton D. Riggs
 Vice-Chm. Bd of Commissioners

2004-05-BA016

BUDGET AMENDMENT

CAMDEN COUNTY ADMINISTRATIVE UNIT

General Fund

The Camden County Board of Commissioners passed the following resolution at the meeting on the 3rd day of January, 2005.

Be it resolved that the following are amendments to the budget resolution for the fiscal year ending June 30, 2005.

| CODE NUMBER | DESCRIPTION OF CODE | AMOUNT | |
|-------------|---------------------|----------|----------|
| | | INCREASE | DECREASE |
| 10-6200-03 | Temporary Salaries | | 240.00 |
| 10-6200-05 | FICA | | 18.00 |
| 10-6200-10 | Training | 629.00 | |
| 10-6200-54 | Insurance | | 200.00 |
| 10-6200-69 | Teen Court | 1,200.00 | |
| 10-6200-33 | Supplies | | 201.00 |
| 10-6200-32 | Office Supplies | 500.00 | |
| 10-6200-31 | Gas and Oil | | 500.00 |
| 10-6200-22 | Food & Provisions | | 700.00 |
| 10-9990 | Contingency | | 1,784.00 |
| 10-3480-01 | Grant Funds | 66.00 | |
| 10-6200-07 | Retirement | | 420.00 |
| 10-6200-67 | Other (Crown Kids) | 1,800.00 | |
| | | | |

Explanation: Motion by Commissioner Clayton Riggs and approved at December 6, 2004 Commissioners Meeting.

| | |
|--|----------------|
| Total Appropriation in Current Budget..... | \$7,756,869.00 |
| Amount of Increase of the above amendment..... | \$ 66.00 |
| Total appropriation in Current Amended Budget..... | \$7,756,935.00 |

We, the Board of County Commissioners of Camden County, hereby approve the changed in the County Budget as indicated above and have made entry of these changes in the minutes of said board this 3rd day of January, 2005.

Passed by majority vote of the Board of County Commissioners of Camden County on the 3rd day of January, 2005.

Melvin J. Ivers
 Chairman, Board of Commissioners
Ava Murgai
 Clerk to the Board of Commissioners

Clayton D. Riggs
 Vice-Chm. Bd of Commissioners

2004-05-BA017

BUDGET AMENDMENT

CAMDEN COUNTY ADMINISTRATIVE UNIT

General Fund

The Camden County Board of Commissioners passed the following resolution at the meeting on the 3rd day of January, 2005.

Be it resolved that the following are amendments to the budget resolution for the fiscal year ending June 30, 2005.

| CODE NUMBER | DESCRIPTION OF CODE | AMOUNT | |
|-------------|--------------------------------|----------|-----------|
| | | INCREASE | DECREASE |
| 10-3480-122 | Isabel Stream Cleanup Grant | | 41,600.00 |
| 10-4900-552 | Debris Removal (Isabel Stream) | | 41,600.00 |
| | | | |
| | | | |

Explanation: Approved. 100% Grant Funds.

| | |
|--|----------------|
| Total Appropriation in Current Budget..... | \$7,756,935.00 |
| Amount of Increase of the above amendment..... | \$ 41,600.00 |
| Total appropriation in Current Amended Budget..... | \$7,798,535.00 |

We, the Board of County Commissioners of Camden County, hereby approve the changed in the County Budget as indicated above and have made entry of these changes in the minutes of said board this 3rd day of January, 2005.

Passed by majority vote of the Board of County Commissioners of Camden County on the 3rd day of January, 2005.

Melvin J. Jeralds
 Chairman, Board of Commissioners
Ava Jennings
 Clerk to the Board of Commissioners

Clayton D. Riggs
 Vice-Chm! Bd of Commissioners

Sheriff's Office – Used Patrol Vehicles

Sheriff Perry stated per the July 19, 2004 Board meeting, all vehicles being replaced should be removed from service and let out for bids as soon as new vehicles are put in service. With the recent purchase of two (2) new patrol vehicles, the Sheriffs Office will be replacing two (2) used patrol vehicles: 1999 Ford Crown Victoria (VIN 2FAFP71W6XX122882) and 1998 Ford Crown Victoria (VIN 2FAFP71W0WX134752).

Commissioner Clayton Riggs made a motion to declare the 1999 Ford Crown Victoria (VIN 2FAFP71W6XX122882) and 1998 Ford Crown Victoria (VIN 2FAFP71W0WX134752) surplus and authorize the Finance Officer to advertise the Sheriff's Office vehicles for sealed bids. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Sheriff's Office – Update of Data Entry

Sheriff Perry stated that as of the current date all incident, arrest and citations for the year 2004 are up to date. For 2003, there are 350 reports that requires to be entered. There are 150 gun permits to be updated since 2001 and years back, if time allows. Concealed Gun Permits have been entered from past records as of December 1995 up to March 2003. Employee records have not been entered fully, but will be entered when time permits. Daily records and past records are being entered when time allows.

Sheriff's Office – Domestic Violence Investigator Grant Application

Sheriff Perry requested approval to submit a pre-application for a grant to the Governor's Crime Commission for a Domestic Violence Investigator. This investigator would investigate crimes of violence between spouses and children. Charges would be sought to remedy the criminal behavior and seek protection for victims. Case files and histories will be logged on perpetrators that repeat offenses of domestic violence. The investigator will organize cases for court purposes and assist in prosecution. The investigator will also train patrol deputies in general response to such calls and policies in dealing with domestic violence.

Problem in the past is that there has been no organization of such files by one individual because of the lack of manpower and cases have been dismissed in court. This creates further danger to the spouse and children. There have been 534 cases of domestic violence in Camden County in the last 3 ½ years.

The grant match will be a new vehicle with all equipment except the mobile radio and mobile data terminal in which is requested in the grant. There are no cash funds to match. The salary for the investigator will be for two (2) years.

Chairman Jeralds questioned the inkind match. Chairman Jeralds asked if someone was going to furnish a car.

Sheriff Perry stated no, that the County would have to purchase a car.

Chairman Jeralds called for a motion from the Board.

Hearing no motion, Chairman Jeralds proceeded with the meeting.

Request to Donate Shared Leave

Sheriff Perry requested approval to donate his sick leave that was accrued during his employment as the Camden County Permit Officer, prior to his appointment as Sheriff.

Chairman Jeralds read into the minutes *Section 13. Sick Leave: Accural Rate and Accumulation* of the personnel manual.

Chairman Jeralds called for a motion from the Board.

Hearing no motion, Chairman Jeralds proceeded with the meeting.

Appointments to Board of Adjustment

Commissioner Riggs made a motion to reappoint Roger Lambertson and William McPherson to the Camden County Board of Adjustment for a three (3) year term. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

County Manager's Report

Volunteer Forms

County Manager Randell Woodruff stated Volunteer Forms have been received from Tammy Inge, Larry Johnson and Roger Lambertson.

Appointment to South Mills Fire Commission

Hearing no objection, Chairman Jeralds appointed Larry Johnson to the South Mills Fire Commission.

NCDOT Stoplights at Belcross Road and US 158

Commissioner Carolyn Riggs made a motion that the County Manager contact NCDOT to perform a specific traffic study on the Belcross and US158 area. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Meeting with Clean Water Management Trust Fund (CWMTF)

County Manager Randell Woodruff updated the Board regarding a meeting in December with the CWMTF staff, Ralph Hollowell, and Eric Weatherly; they toured the County and county staff showed the CWMTF staff the areas of failing septic systems, and the area the sewer system would serve.

County Manager Randell Woodruff stated the County should be hearing from the CWMTF after the CWMTF's Board meeting in January as to which capacity the waste water treatment plant would be built, either 100,000 or 200,000 gallons per day.

Morrisette Property

County Manager Randell Woodruff gave an update on the Morrisette property on NC343 the County rented, and stated the property will be ready to move in within a couple of months. The lease is \$400.00 for first year and then increases to \$450.00 a year.

Public Meeting – Landfill

County Manager Randell Woodruff stated the public meeting date to receive input from the public regarding the Black Bear Landfill has been tentatively set for February 8, 2005 at 7:00 p.m. in the Camden County High School Cafeteria.

Commissioner Andrews requested the County Manager to price portable signs.

Bill Norton stated he had a portable sign that he would put in front of the Camden Trophy shop.

Retreat

County Manager Randell Woodruff handed out a list of proposed items for the Board Retreat in late February, which will be scheduled at a later date to be held off site during the week.

Recess

At this time Commissioner Clayton Riggs made a motion to recess the Board of Commissioners meeting in order to convene the South Camden Water and Sewer District Board of Directors meeting. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Reconvene

Chairman Jeralds reconvened the regular Board of Commissioners meeting and continued with the meeting.

Closed Session

Commissioner Jennings made a motion to go into closed session pursuant to G.S. 143-318.11(a)(3) for the purpose of consultation with Attorney. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

The Commissioners entered closed session at 12:11 a.m.

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

The Commissioners re-entered regular session at 12:36 a.m.

Upon coming out of closed session, Chairman Jeralds called for any motions.

Hearing no motions, Chairman Jeralds continued with the regular meeting.

Other Matters

At this time Chairman Jeralds provided the Board members with new committee and board assignments as follows:

Chairman Melvin Jeralds Albemarle Commission Governing Board
EMS
TTAC-RPO
JCPC
Dismal Swamp Trail Committee
Albemarle Health Board
Camden County Recreation Advisory Board

Vice Chair Clayton Riggs Albemarle Mental Health Board
Northeastern Workforce Consortium
9-1-1 Emergency Board

Commissioner Jeffrey Jennings Albemarle District Jail
Albemarle Hospital Authority
Camden Education Foundation Board
Pasquotank Camden Library Board
Solid Waste Board

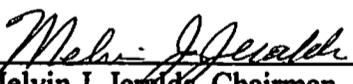
Commissioner Carolyn Riggs Camden County Social Services Board
Economic Improvement Council
SPCA
Chamber of Commerce
Smart Start

Commissioner Mike Andrews EMS Board
South Mills Fire Commission – Chairman
Dismal Swamp Park Committee
Wesley Hospitality House

Adjournment

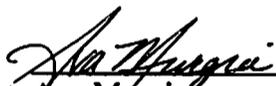
There being no further business to come before the Commissioners at this time, Commissioner Jennings made a motion to adjourn the meeting. The motion passed with Chairman Jeralds, Commissioners Jennings, Clayton Riggs, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

The regular meeting adjourned at 12:40 a.m.



Melvin J. Jeralds, Chairman
Camden County Board of Commissioners

ATTEST:



Ava Murgia
Clerk to the Board