



CAMDENCOUNTY
new energy. new vision.

**BOARD
OF
COMMISSIONERS**

January 19th, 2015

**6:00 PM Closed Session
7:00 PM - Regular Meeting**

**Historic Courtroom
Courthouse Complex**

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

Please turn Cell Phone ringers off during the meeting.

Agenda

**Camden County Board of Commissioners Regular Meeting
January 19, 2016
6:00 P.M. - Closed Session
7:00 P.M. - Regular Meeting
Historic Courtroom, Courthouse Complex
Camden, North Carolina**

6:00 P.M. **Call to Order** - Chairman P. Michael McLain

Closed Session

- A. Pursuant to G.S. 143-318.11(a)(3) - Consultation with Attorney to discuss Contract Negotiations
- B. Pursuant to G.S. 143-318.11(a)(6) – Personnel

7:00 P.M. **Welcome**

Invocation & Pledge of Allegiance – Tom White

ITEM 1. **Public Comments**

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

ITEM 2. **Consideration of Agenda (For discussion and possible action)**

ITEM 3 **Presentations**

- A. Agriculture Extension Agent (Pg. 5)
- B. COA Brand Presentation (Pg. 6)
- C. Mid-Year Budget Review (Pg. 7-19)

ITEM 4. **Old Business (For discussion and possible action)**

- A. Playground Equipment Design (Pg. 20-25)
- B. Saturday Night Open Gym Program Restructuring (Pg. 26-27)
- C. Camden Youth Football Seeking Recognized Status (Pg. 28-36)
- D. 911 Central Communications Drive Testing and Assessment.....(Pg. 37-41)

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

- A. Monthly Tax Report – November 2015 (Pg. 42-49)
- B. CCPL Logo Contest Finalists (Pg. 50-51)
- C. CCPL's Hours of Operation (Pg. 52-64)
- D. Alternative Sports Fields (Pg. 65-74)

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

- A. Board Vacancies (Pg. 75-76)

ITEM 7. Consent Agenda (All items listed below are routine and will be approved by one motion. Separate discussion of an item(s) will be held by request of a member of the Board.)

- A. Draft Minutes – November 2nd, 2015 (Pg. 77-102)
- B. Tax Refunds, Pickups, & Releases (Pg. 103-105)
- C. Tax Authorization to Collect (March Renewals) (Pg. 106-107)
- D. Surplus Property - Sheriff..... (Pg. 108-109)

ITEM 8. Commissioner's Report (For discussion and possible action)

ITEM 9. County Manager's Report (For discussion and possible action)

Recess Commissioner's Meeting

SOUTH CAMDEN WATER & SEWER DISTRICT
BOARD OF DIRECTORS

- 1. Call to Order
- 2. Public Comments
- 3. Consideration of Agenda
- 4. Consent Agenda
 - A. Draft Minutes – November 2, 2015 (Pg. 110-113)
 - B. Monthly Report – December 2015 (Pg. 114-115)
- 5. Other Matters (For Discussion and possible action.)
- 6. Adjourn

Reconvene Commissioner's Meeting

ITEM 10. Information, Reports & Minutes From Other Agencies (Pg. 116-130)

- A. Monthly Report – Sheriff..... (Pg. 117)
- B. County & Municipality Fees..... (Pg. 118)
- C. Monthly Report – Register of Deeds (Pg. 119-120)
- D. Sales Tax Revenue..... (Pg. 121)
- E. Hyde County Resolution (Pg. 122-123)
- F. Monthly Reports - EMS (Pg. 124-130)

ITEM 12. Other Matters (For discussion and possible action)

ITEM 13. Adjourn

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 3.A

PRESENTATION

Meeting Date: 1/19/16
**Submitted By: Cameron Lowe, Interim
 County Extension Director**

**ITEM TITLE: Introduction of Austin Brown,
 newly hired Agriculture
 Extension Agent**

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SUMMARY:

Introducing Austin Brown to Commissioners and Community.

RECOMMENDATION:

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 3.B

PRESENTATION

Meeting Date: 1/19/16
Submitted By: Clerk to the Board

ITEM TITLE: COA Brand Presentation

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SUMMARY:

Dr. Deitemeyer will provide a brief presentation on the new COA Brand

RECOMMENDATION:

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: **3.C**

PRESENTATION

Meeting Date: **January 19, 2016**
Attachments: **1(12 Pages)**
Submitted By: **Finance Officer**

ITEM TITLE: **Mid-Year Budget Review**

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SUMMARY:

Presentation to review Mid-Year Revenues and Expenses.

RECOMMENDATION:

NA



CAMDENCOUNTY

new energy. new vision.

MID-YEAR BUDGET REPORT

JULY 1, 2015 THRU DECEMBER 31, 2015

January 19, 2016

Mid-Year Expenditures

General Fund Expenditures

DEPARTMENT	Revised Budget	YTD Expenditures	Percent Expended
GOVERNING BODY	\$98,614.00	\$65,167.06	66.1%
ADMINISTRATION	\$214,667.00	\$109,306.09	50.9%
ELECTIONS	\$133,494.00	\$53,546.84	40.1%
FINANCE & PERSONNEL	\$273,745.00	\$140,791.31	51.4%
TAX DEPARTMENT	\$404,850.00	\$199,168.36	49.2%
REGISTER OF DEEDS	\$202,714.00	\$103,803.23	51.2%
PLANNING & INSPECTIONS	\$479,978.00	\$189,802.82	39.5%
ECONOMIC DEVELOPMENT	\$158,953.00	\$62,868.28	39.6%
BUILDINGS AND GROUNDS	\$418,849.00	\$230,613.31	55.1%
SHERIFF	\$1,610,971.00	\$933,201.62	57.9%

- 48%-52% is about average for Mid-Year
- Notifications sent to Department Heads in excess of 50%
- Budgets above 55% will likely result in a budget amendment

General Fund Expenditures

DEPARTMENT	Budget	YTD Expenditures	Percent Expended
PUBLIC WORKS	\$114,107.00	\$56,880.53	49.8%
SOLID WASTE	\$646,413.00	\$260,514.11	40.3%
PUBLIC HEALTH	\$128,331.00	\$58,986.48	46.0%
EXTENSION	\$101,540.00	\$25,595.19	25.2%
LIBRARY	\$198,861.00	\$90,065.21	45.3%
PARKS & RECREATION	\$261,180.00	\$125,878.20	48.2%
SENIOR CENTER	\$121,017.00	\$63,327.99	52.3%
NON-DEPARTMENTAL	\$197,643.00	\$78,945.45	39.9%
CAPITAL OUTLAY & DEBT SERV	\$1,075,321.00	\$328,454.00	30.5%
SPECIAL APPROPRIATIONS	\$4,761,824.00	\$2,190,174.90	46.0%
TOTAL GENERAL FUND	\$11,943,395.00	\$5,491,451.45	46.0%

- Vacant Ag Agent position contributed to low percent expended
- Total Percent Expended is a positive indicator

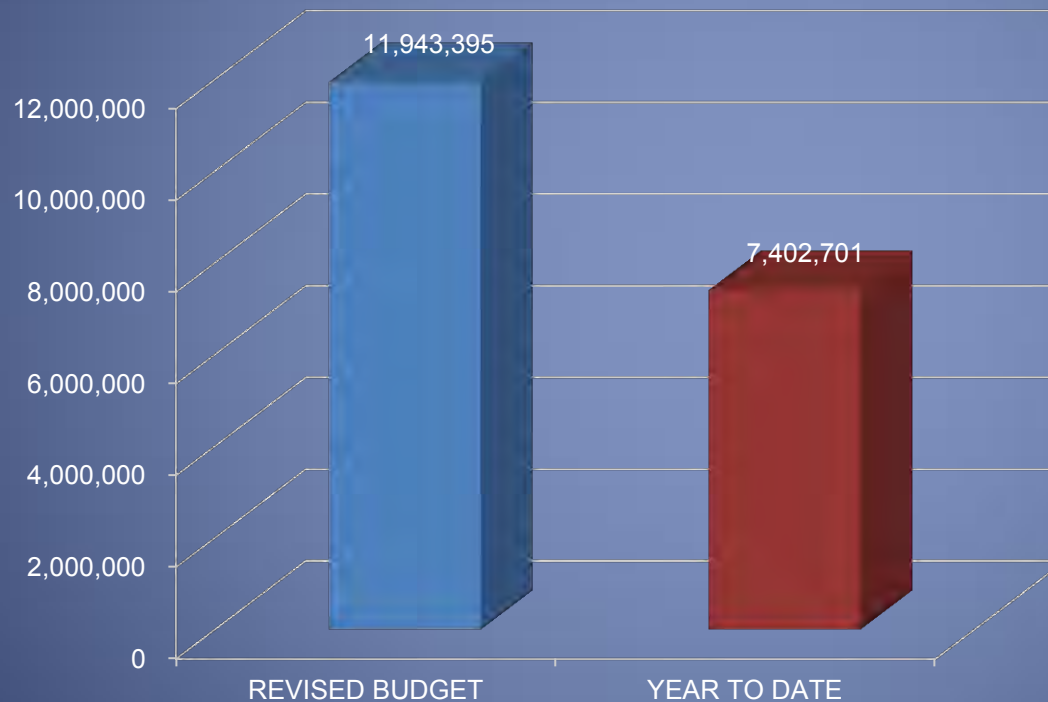
Fund Expenditures

Funds	Budget	Year-to-Date Actual	Percentage
GENERAL FUND	\$11,943,395	\$5,491,451	46.0%
CODE ENFORCEMENT REVOLVIN	\$18,000	\$1,590	8.8%
R/D AUTO ENHANCEMENT FUND	\$9,100	\$0	0.0%
TOURISM DEV AUTHORITY	\$46,500	\$11,768	25.3%
WATER/SEWER UPGRADE	\$507,000	\$0	0.0%
SO CAMDEN WATER/SEWER DIS	\$1,482,408	\$504,983	34.1%
DISMAL SWAMP GIFT SHOP	\$20,100	\$5,991	29.8%
WATERSHED DISTRICTS	\$169,388	\$104,970	29.2%
CH & S FIRE COMMISSION	\$785,778	\$613,581	78.1%
SOUTH MILLS FIRE COMMISSI	\$256,522	\$146,224	57.0%
SCHOOL FUND	\$3,850	\$0	0.0%
DSS TRUST FUND	\$33,400	\$19,535	58.5%
SOCIAL SERVICES	\$1,330,631	\$666,006	50.1%
ECONOMIC DEVELOPMENT PROJ	\$40,500	\$0	0.0%
FEREBEE COURTHOUSE TRUST	\$1,530	\$0	0.0%
DISMAL SWAMP VISITOR CENT	\$161,180	\$83,878	52.0%
COMMUNITY PARK TRUST FUND	\$284,680	\$158,815	55.8%
REVALUATION RESERVE FUND	\$240,230	\$46	0.0%
UNRESTRICTED CAPITAL RESE	\$1,722,083	\$196,029	11.4%
SCHOOL CAPITAL RESERVE	\$1,285,255	\$112,334	8.7%
Expenditure Total	\$20,341,530	\$8,061,720	39.6%

- 0% Expended is typical for trust , agency and special use Funds
- High amount for CH&S VFD is due to Truck purchase
- Percentages above 55% may result in use of Fund Balance Reserves

Mid-Year Revenues

General Fund Revenues



- Revenues are expected to be well above 50% at mid-year
- Revenues are currently at historical levels of collection
- Excess revenues will be easier to detect in March/April

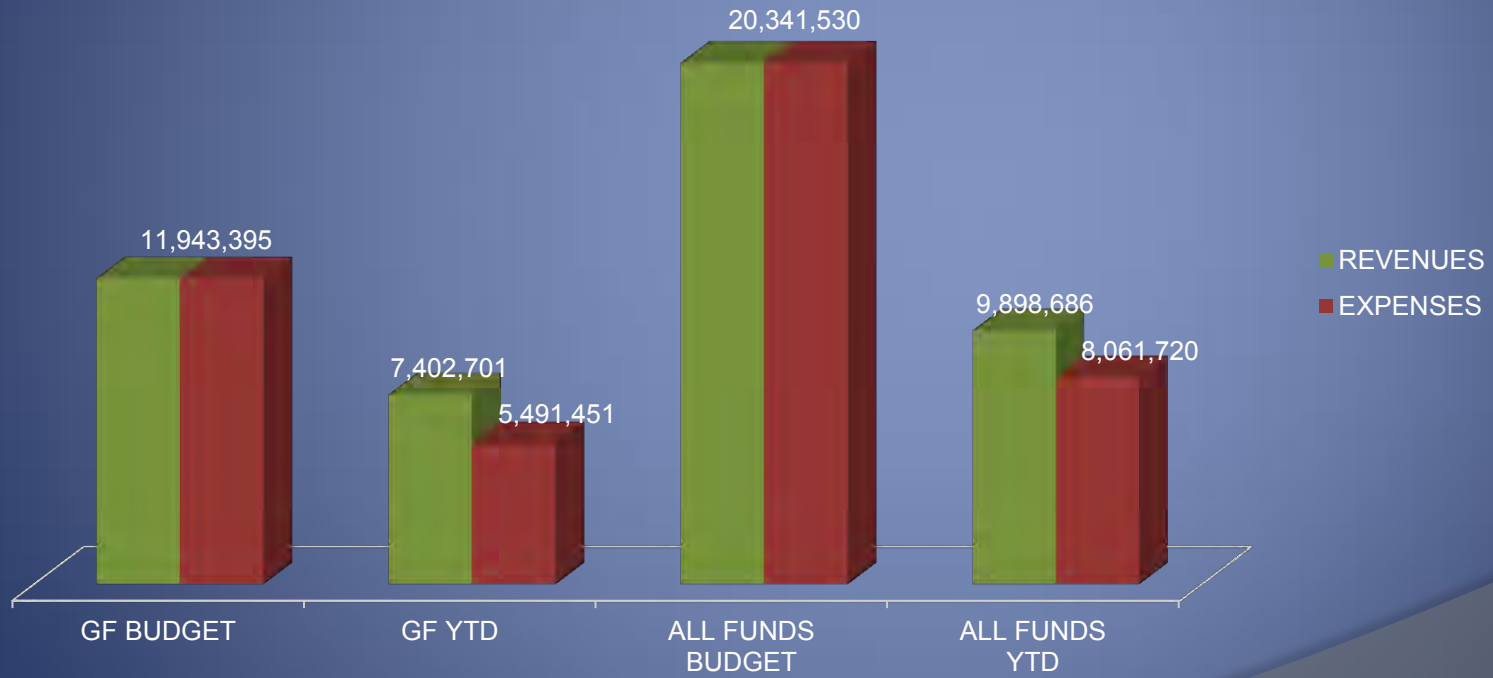
Fund Revenues

Funds	Budget	Year-to-Date Actual	Percentage
GENERAL FUND	\$11,943,395	\$7,402,700	61.98%
CODE ENFORCEMENT REVOLVIN	\$18,000	\$633	3.52%
R/D AUTO ENHANCEMENT FUND	\$9,100	\$2,727	29.97%
TOURISM DEV AUTHORITY	\$46,500	\$10,544	22.68%
WATER/SEWER UPGRADE	\$507,000	\$41,368	8.16%
SO CAMDEN WATER/SEWER DIS	\$1,482,408	\$586,214	39.54%
DISMAL SWAMP GIFT SHOP	\$20,100	\$10,526	52.37%
WATERSHED DISTRICTS	\$169,388	\$104,970	61.97%
CH & S FIRE COMMISSION	\$785,778	\$490,886	62.47%
SOUTH MILLS FIRE COMMISSI	\$256,522	\$201,510	78.55%
SCHOOL FUND	\$3,850	\$4,315	112.07%
DSS TRUST FUND	\$33,400	\$17,349	51.94%
SOCIAL SERVICES	\$1,330,631	\$454,511	34.16%
ECONOMIC DEVELOPMENT PROJ	\$40,500	\$206	0.51%
FEREBEE COURTHOUSE TRUST	\$1,530	\$1	0.05%
DISMAL SWAMP VISITOR CENT	\$161,180	\$71,433	44.32%
COMMUNITY PARK TRUST FUND	\$284,680	\$65,069	22.86%
REVALUATION RESERVE FUND	\$240,230	\$530	0.22%
UNRESTRICTED CAPITAL RESE	\$1,722,083	\$234,530	13.62%
SCHOOL CAPITAL RESERVE	\$1,285,255	\$198,663	15.46%
Revenues Total	\$20,341,530	\$9,898,686	48.66%

- GF Revenues are currently at historical levels of collection
- School Fund collections are up (penalties such as NSF fees)
- Funds with low percentages are at historical levels for mid-year

Revenues vs. Expenses

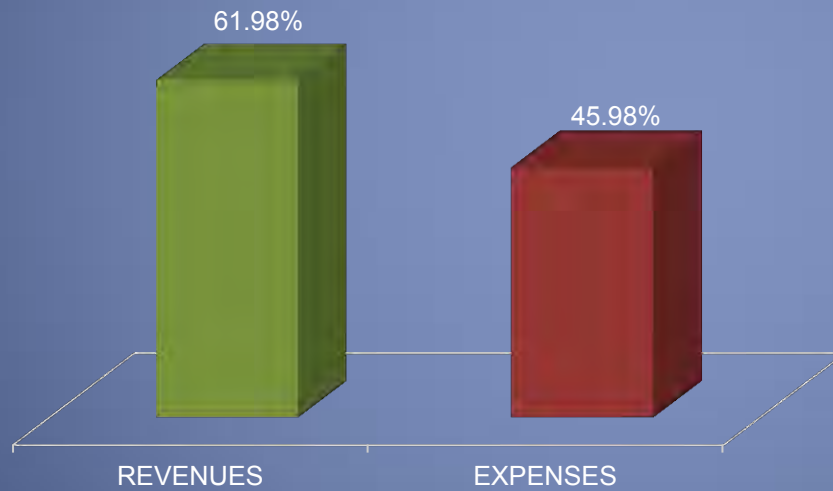
Expenditures vs. Revenues



Expenditures vs. Revenues

General Fund

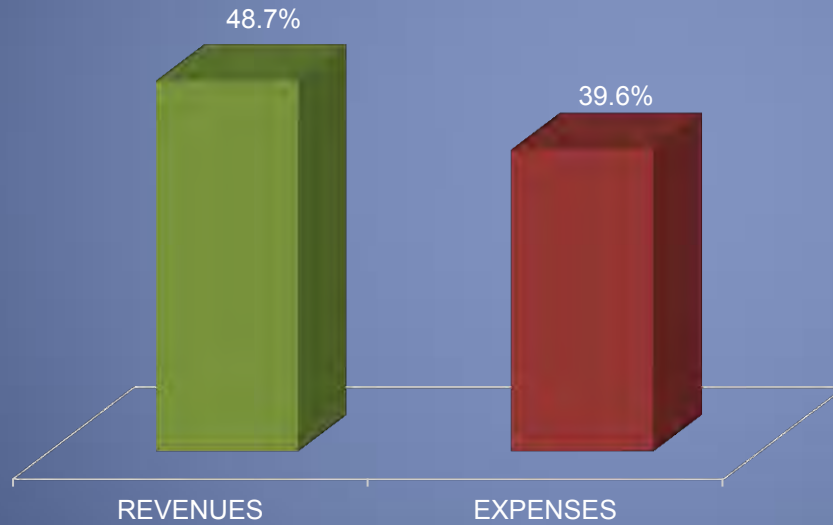
BUDGET
\$11,943,395



Expenditures vs. Revenues

All Funds

BUDGET
\$20,341,530



**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 4.A

Old Business

Meeting Date: January 19, 2016
Attachments: 3 (5 pages)
Submitted By: Tim White, Parks and Recreation

ITEM TITLE: Playground Design

SUMMARY:

In August of 2015 Camden County was awarded a Trillium Health Care Play Together Construction Grant for Accessible Playgrounds in the amount of \$125,000.

Over the last several months the Recreation Department was been meeting with Camden County Schools Teachers and Administrators as well as parents of special need children to decide what play elements to incorporate in this new inclusive playground.

The recreation department submitted these ideas to three different recreational products companies.

A design submitted by *Carolina Parks & Play* was chosen by the group and came in at the \$125,000 budget. This preferred design was then sent to Trillium for preliminary approval. After review Trillium decided that they would like to see additional elements added to the chosen design and agreed to increase the budget to accommodate these.

The new *Carolina Parks & Play* playground design incorporates their brand new Rhapsody outdoor music instruments.

The second unique item on your playground is the Pulse Table Tennis. This wheelchair accessible, sensory rich game challenges kids to beat the lights as the “bounce” around the table.

The main structure has a Sway Fun, a wheelchair accessible glider. It also has a conical Climber and a roller slide, among other slides and activity panels.

RECOMMENDATION:

Motion to approve the proposed playground design by Carolina Parks and Play

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

Angela Wooten

From: dan@carolinaparksandplay.com
Sent: Friday, January 15, 2016 11:10 AM
To: Tim White
Cc: awooten@camdencountync.gov; Amy Corbitt
Subject: Re: design for Camden County
Attachments: 89218-1-3a.jpg; Att0220DC38.htm; 89218-1-3c.jpg; Att0220DDE8.htm; 89218-1-3d.jpg; Att02212BA8.htm; 89218-1-3.pdf; Att02212E18.htm; New Logo Small copy.jpg; Att02217068.htm; RSM_ZipKroozFooter.jpg; Att02217368.htm

Tim,

Please see the new design below.

I am still working on the final numbers and will send you the proposal as soon as I get it finished.

FYI, this new design incorporates our brand new Rhapsody outdoor music instruments.

The second unique item on your playground is the Pulse Table Tennis. This wheelchair accessible, sensory rich game challenges kids to beat the lights as the “bounce” around the table.

The main structure has a Sway Fun, a wheelchair accessible glider. It also has a conical Climber and a roller slide, among other slides and activity panels.

In order to give you a better idea of these components, I have attached some videos to this email.

The videos along with the 3D and 2D drawings should give you a good idea of what your playground will look like. (We will meet and discuss any color changes you would like to make. (please note that the Trillium logo in the surfacing is optional. We included it as a small way of saying thank you to Trillium)

Please let me know if you have any questions on any of these items. Enjoy!

Inclusive Playground/ Trillium Grants

Camden, NC January 13, 2016 89218-1-3A



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Dan McSweeney



Inclusive Playground/ Trillium Grants

Camden, NC January 13, 2016 89218-1-3C



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Dan McSweeney



Inclusive Playground/ Trillium Grants

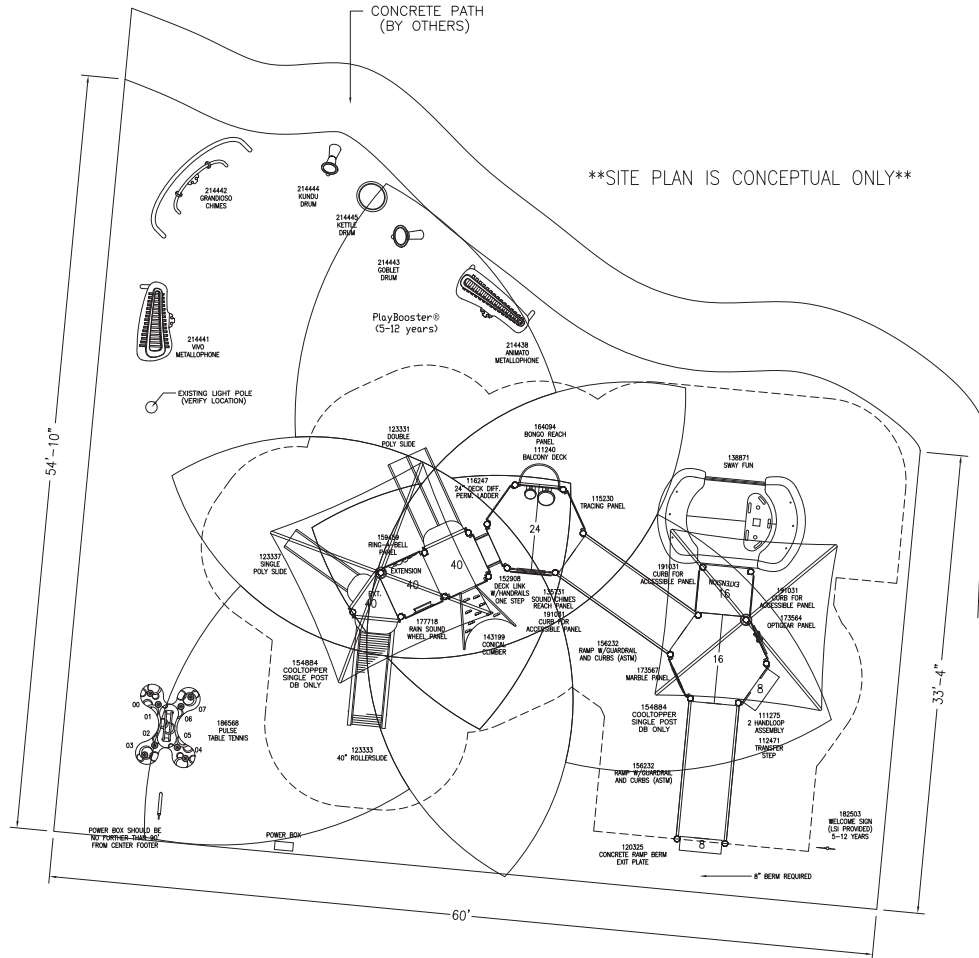
Camden, NC January 13, 2016 89218-1-3D



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playlsi.com

Proudly presented by:
Dan McSweeney





****SITE PLAN IS CONCEPTUAL ONLY****

****THE NON-LSI EQUIPMENT SHOWN IS CONCEPTUAL ONLY. PLEASE REFER TO MANUFACTURER SPECS AND INSTALL DOCS****

TOTAL ELEVATED PLAY COMPONENTS	13		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	7	REQUIRED	7
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	0	REQUIRED	0
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	7	REQUIRED	0
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	4	REQUIRED	4



The play components identified on this plan are IPEMA certified. (Unless model number is preceded with *) The use and layout of these components conform to the requirements of ASTM F1487. To verify product certification, visit www.ipema.org

NOTE: THE COOLTOPPER SINGLE POST IS NOT IPEMA CERTIFIED.

THIS PLAY AREA & PLAY EQUIPMENT IS DESIGNED FOR AGES 5-12 YEARS UNLESS OTHERWISE NOTED ON PLAN.

IT IS THE MANUFACTURERS OPINION THAT THIS PLAY AREA DOES CONFORM TO THE A.D.A. ACCESSIBILITY STANDARDS, ASSUMING AN ACCESSIBLE PROTECTIVE SURFACING IS PROVIDED, AS INDICATED, OR WITHIN THE ENTIRE USE ZONE.

THIS CONCEPTUAL PLAN WAS BASED ON INFORMATION AVAILABLE TO US. PRIOR TO CONSTRUCTION, DETAILED SITE INFORMATION INCLUDING SITE DIMENSIONS, TOPOGRAPHY, EXISTING UTILITIES, SOIL CONDITIONS, AND DRAINAGE SOLUTIONS SHOULD BE OBTAINED, EVALUATED, & UTILIZED IN THE FINAL DESIGN. PLEASE VERIFY ALL DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND LOCATION OF ALL EXISTING UTILITIES, EQUIPMENT, AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES SHOULD NOT FACE THE HOT AFTERNOON SUN.

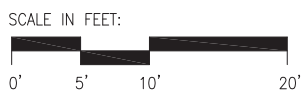
CHOOSE A PROTECTIVE SURFACING MATERIAL THAT HAS A CRITICAL HEIGHT VALUE TO MEET THE MAXIMUM FALL HEIGHT FOR THE EQUIPMENT (REF. ASTM F1487 STANDARD CONSUMER SAFETY PERFORMANCE SPECIFICATION FOR PLAYGROUND EQUIPMENT FOR PUBLIC USE, SECTION 6 (CURRENT REVISION)). THE SUBSURFACE MUST BE WELL DRAINED. IF THE SOIL DOES NOT DRAIN NATURALLY IT MUST BE TILED OR SLOPED 1/8" TO 1/4" PER FOOT TO A STORM SEWER OR A "FRENCH DRAIN".

AREA OF ACCESSIBLE/PROTECTIVE SURFACING (POURED-IN-PLACE SUGGESTED) 2657 S.F.

DESIGNED BY:

MJO
 COPYRIGHT: 1/12/2016
 LANDSCAPE STRUCTURES, INC.
 601 7th STREET SOUTH - P.O. BOX 198
 DELAND, MINNESOTA 55228
 PH: 1-800-338-0055 FAX: 1-763-972-6091

11/30/15	89218-1-2	MJO
10/27/15	89218-1-1	MJO
Date	Previous Drawing #	Initials



Inclusive Playground
 Camden, NC.

Carolina Parks
 and Play, LLC.
 Dan McSweeney

SYSTEM TYPE:
 PlayBooster
 DRAWING #:
 89218-1-3



**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 4.B

Old Business

Meeting Date: January 19, 2016

Attachments: 1

Submitted By: Tim White, Parks and Recreation

ITEM TITLE: Open Gym Program

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SUMMARY:

Attached is a document which reflects the attendance numbers for our Saturday Night Open Gym program from September 2015-December 2015. Due to the lack of participation in this program the Recreation Department is recommending the following restructuring. Currently open gym is available on Saturday nights throughout the year (excluding Holidays) and requires the county to pay part-time staff to run and supervise the gym. We would like to suspend the Saturday night program and change the open gym activities to include Adult Volleyball on Tuesday nights and Adult Basketball on Thursday nights. The programs would run April through August annually with full-time staff members supervising them and eliminating the need to pay part-time employees. This new plan was presented to the Parks and Recreation Advisory board and unanimously approved at the December 10, 2015 meeting.

RECOMMENDATION:

Review and Approve

Timothy C. White
Recreation Director

Ben Carter
Superintendent



P.O. Box 190
117 North 343
Camden, NC 27921

Phone (252) 338-1919 ext. 265
Fax (252) 333-1603

Saturday Night Open Gym

<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>
9/5/15 CLOSED / Labor Day	10/3/15 Camden Residents - 1	11/7/15 Camden Residents – 0	12/5/15 Camden Residents – 0
9/12/15 Camden Residents – 5	Non Residents— 0	Non Residents – 0	Non Residents – 0
Non Residents – 0	10/10/15 Camden Residents – 0	11/14/15 Camden Residents – 0	12/12/15 Camden Residents – 0
9/19/15 Camden Residents – 0	Non Residents – 0	Non Residents – 0	Non Residents – 0
Non Residents – 0	10/17/15 Camden Residents – 0	11/21/15 CLOSED	12/19/15 Camden Residents —6
9/26/15 CLOSED / NO WORKER	Non Residents—0	11/28/15 CLOSED / Thanksgiving	Non Residents – 1
September Totals Residents - 5	10/24/15 Camden Residents – 0	November Totals Residents - 0	12/26/15 CLOSED / Christmas
Non-Residents– 0	Non Residents – 0	Non-Residents - 0	November Totals Residents - 6
	10/31/15 CLOSED / Halloween		Non-Residents - 1
	October Totals Residents - 1		
	Non-Residents - 0		

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 4.C

Old Business

Meeting Date: January 19, 2016

Attachments: 2

Submitted By: Tim White, Parks and Recreation

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

ITEM TITLE: Camden Youth Football Seeking Recognized Status

SUMMARY:

Mrs. Karyn Smith President of the Camden Youth Football League made a request to the Camden County Parks and Recreation Advisory board on December 10, 2015 for her organization to obtain recognized status as a Category II sports organization. By a unanimous vote the Parks and Recreation Advisory Board recommends that the Camden Youth Football League be approved for this status. All of the required documents as stated in the Camden County Parks and Recreation Department and Camden County Schools Memorandum of Understanding.

RECOMMENDATION:

- A. Motion to approve Category II status for the Camden Youth Football League
- or
- B. Motion to deny Category II status for the Camden Youth Football League



Camden County Parks and Recreation



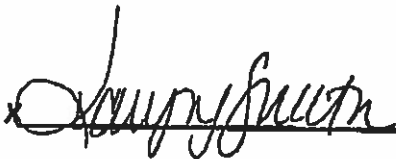
Request For Obtaining Recognized Status	
Application Date: 1-13-16	Applicant (print name of contact person): Karyn SMITH
League or Organization Name: Camden Youth Football, Inc.	
Mailing Address (street, city, state, zip): 120 Carolina Rd. South Mills NC 27976	
Phone 1: (901) 481-3912	Phone 2: (852) 771-2321
Email: Camdenbearsfootball@gmail.com	Website:
<p>Explain your organizations compliance with the Criteria for obtaining recognized status (page 4, letter IV) Camden County Parks and Recreation and Camden County Schools/Memorandum of Understanding:</p>	
<ul style="list-style-type: none"> • Camden Youth Football has shown a need/desire for youth football and cheerleading in our County by providing Rosters of our 100+ registered participants. • In compliance with the criteria stated in above mentioned MOU, CYF, Inc. has provided copies of the following documents to Camden County Parks & Rec. Department... <ol style="list-style-type: none"> (1) Articles of Incorporation (2) 501(c)3 - non-profit status (3) Liability Insurance • Camden Youth Football is currently a member of the AYFL (Abermarle Youth Football League) • All registered participants are residents of Camden County or Pasquotank County. Complete Rosters and copies of Registration forms will be provided to the Parks & Rec. Dept. 	

Office Use Only	
<p style="text-align: right; margin: 0;">_____ Date Received</p>	<p style="text-align: center; margin: 0;">Forms Received</p>
<p>NOTES:</p>	<p>___ DL/AOI</p> <p>___ Insurance</p> <p>___ Rosters</p> <p>___ Registration Forms</p> <p>___ Schedules</p>
<p>DISCLAIMER(read and sign)</p>	

Intentionally providing false information on this permit application will result in a rejection of the application, revocation of any permit issued thereunder, and said misrepresentations may be considered in assessing applications I may submit in the future.

I have read, fully understand and agree to abide by all rules and regulations governing the Camden County Parks and Recreation Department as well as any provisions set forth on this agreement or attachment.

**My signature below indicates that I have read and agree to the above disclaimer and rules and regulations, and the information listed on the application and understand and willfully abide by the terms, conditions, and provisions contained or referred to therein.*

 _____

Applicant Signature

_____ 1-13-16 _____

Date

**CAMDEN
COUNTY**
new energy. new vision.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

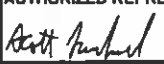
PRODUCER K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne IN 46804	CONTACT NAME: Mass Merchandising Underwriting
	PHONE: (A/C, No. Ext): 1-800-426-2889 FAX: (A/C, No): 1-260-459-5105
	E-MAIL ADDRESS: info@sportsinsurance-kk.com
	INSURER(S) AFFORDING COVERAGE NAIC #
INSURER A: Nationwide Mutual Insurance Company 23787	INSURER B:
INSURER C:	INSURER D:
INSURER E:	INSURER F:

COVERAGES **CERTIFICATE NUMBER: W00678937** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YY)	POLICY EXP (MM/DD/YY)	LIMITS
A X	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN. AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	X		6BRPG0000005726200	08/05/2015 4:23 PM EDT	08/05/2016 12:01 AM	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$5,000,000 PRODUCTS-COMP/OP AGG \$1,000,000 PROFESSIONAL LIABILITY \$1,000,000 LEGAL LIAB TO PARTICIPANTS \$1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS <input checked="" type="checkbox"/> Not provided while in Hawaii			6BRPG0000005726200	08/05/2015 4:23 PM EDT	08/05/2016 12:01 AM	COMBINED SINGLE LIMIT (Ea Accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE AGGREGATE
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETORSHIP/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N / A				PER STATUTE OTHER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT
A	MEDICAL PAYMENTS FOR PARTICIPANTS			6BRPG0000005726200	08/05/2015 4:23 PM EDT	08/05/2016 12:01 AM	PRIMARY MEDICAL EXCESS MEDICAL \$25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Legal Liability to Participants (LLP) limit is a per occurrence limit.
 Sport(s): Cheerleading - Youth Age(s): 12 and under; Youth Football (Tackle & Contact) Age(s): 12 and under, 13-15
 The certificate holder is added as an additional insured, but only for liability caused, in whole or in part, by the acts or omissions of the named insured.

CERTIFICATE HOLDER Camden County P.O. Box 190 Camden, NC 27921 (Owner/Lessor of Premises)	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	---



NORTH CAROLINA

Department of the Secretary of State

To all whom these presents shall come, Greetings:

I, Elaine F. Marshall, Secretary of State of the State of North Carolina, do hereby certify the following and hereto attached to be a true copy of

ARTICLES OF INCORPORATION

OF

CAMDEN YOUTH FOOTBALL INC.

the original of which was filed in this office on the 6th day of August, 2015.



Scan to verify online.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal at the City of Raleigh, this 6th day of August, 2015.

Elaine F. Marshall

Secretary of State

C201521600514

SOSID: 1462305 Date Filed: 8/6/2015 1:39:00 PM Elaine F. Marshall North Carolina Secretary of State C2015 216 00514
--

State of North Carolina
Department of the Secretary of State

ARTICLES OF INCORPORATION
NONPROFIT CORPORATION

Pursuant to §55A-2-02 of the General Statutes of North Carolina, the undersigned corporation does hereby submit these Articles of Incorporation for the purpose of forming a nonprofit corporation.

1. The name of the nonprofit corporation is: Camden Youth Football Inc.
2. (Check only if applicable.) The corporation is a charitable or religious corporation as defined in NCGS §55A-1-40(4).
3. The name of the initial registered agent is: Karyn J. Smith
4. The street address and county of the initial registered agent's office of the corporation is:
 Number and Street: 120 Carolina Road
 City: South Mills State: NC Zip Code: 27976 County: Camden
 The mailing address *if different from the street address* of the initial registered agent's office is:
 Number and Street or PO Box: _____
 City: _____ State: NC Zip Code: _____ County: _____
5. The name and address of each incorporator is as follows:
Karyn J. Smith, 120 Carolina Road, South Mills, NC 27976

6. (Check either a or b below.)
 a. The corporation will have members.
 b. The corporation will not have members.
7. Attached are provisions regarding the distribution of the corporation's assets upon its dissolution.
8. Any other provisions which the corporation elects to include are attached.

9. The street address and county of the principal office of the corporation is:

Principal Office Telephone Number: 252-771-2321

Number and Street: 120 Carolina Road

City: South Mills State: NC Zip Code: 27976 County: Camden

The mailing address *if different from the street address* of the principal office is:

Number and Street or PO Box: _____

City: _____ State: _____ Zip Code: _____ County: _____

10. (Optional): Please provide a business e-mail address: Privacy Redaction

The Secretary of State's Office will e-mail the business automatically at the address provided at no charge when a document is filed. The e-mail provided will not be viewable on the website. For more information on why this service is being offered, please see the instructions for this document.

11. These articles will be effective upon filing, unless a future time and/or date is specified: _____

This is the 3 day of August, 2015.

(Incorporator Business Entity Name)

Karyn J. Smith

Signature of Incorporator

Karyn J. Smith

Type or print Incorporator's name and title, if any

NOTES:

1. Filing fee is \$60. This document must be filed with the Secretary of State.

C201521600514

Purpose of Corporation

This corporation is organized for the following purpose(s) *(check as applicable)*:

religious,

charitable,

educational,

testing for public safety,

scientific,

literary,

fostering national or international amateur sports competition, and/or

prevention of cruelty to children or animals,

including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Sections 501(c)(3) and 170(c)(2) of the Internal Revenue Code of 1986 (herein the "Code") (or the corresponding provisions of any future United States Internal Revenue Code).

Prohibited Activities

No part of the net earnings of the corporation shall inure to the benefit of or be distributable to, its members, directors, officers, or other private persons except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of purposes set forth in these articles of incorporation. No substantial part of the activities of the corporation shall be the carrying on of propaganda or otherwise attempting to influence legislation, and the corporation shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provisions of these articles, the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501(c)(3)

C201521600514

of the Code or (b) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Code.

Distributions Upon Dissolution

Upon the dissolution of the corporation, the Board of Directors shall, after paying or making provision for the payment of all of the liabilities of the corporation, dispose of all of the assets of the corporation exclusively for the purposes of the corporation in such manner, or to such organization or organizations organized and operated exclusively for religious, charitable, educational, scientific or literary purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) of the Code as the Board of Directors shall determine, or to federal, state, or local governments to be used exclusively for public purposes. Any such assets not so disposed of shall be disposed of by the Superior Court of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organizations, such as the court shall determine, which are organized and operated exclusively for such purposes, or to such governments for such purposes.

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 4.D

Old Business

Meeting Date: January 19, 2016

Attachments: 2 (2 Pages)

Submitted By: Michael Renshaw, County Manager

ITEM TITLE: Proposal for 911 Central Communications Drive Testing and Radio Assessment

SUMMARY:

On January 6th the Board attended a briefing from consultant Mission Critical Partners concerning an assessment report on the existing 911 Central Communications radio system. This report had been funded in October 2015 by Camden, Pasquotank, and Elizabeth City on a cost-share basis per the terms of the current Central Communications interlocal agreement. During this briefing the consultant advised the group that several elements of the existing radio system are inadequate for providing safe and reliable communications for public safety personnel.

The consultant also presented a variety of options for addressing these deficiencies, and indicated that a further “drive testing” and assessment was recommended in addition to preliminary discussions with State VIPER radio system representatives. During the January 6th briefing, the consultant presented a proposed fee for this drive testing and assessment of \$60,000.

The County Manager’s office was advised by the Pasquotank County Manager (see attached letter) that on January 12th the Pasquotank Board of Commissioners approved going forward with this drive testing and assessment, pending approval

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

from both the Camden County Board of Commissioners and Elizabeth City Council. Pasquotank County is awaiting a response from both Camden County and Elizabeth City.

Also included in this report is an explanation from Mr. Mike Milas of Mission Critical Partners as to the scope of services to be provided in this proposed drive testing and assessment.

RECOMMENDATION:

The County Manager recommends that the Board of Commissioners approve going forward with retaining the services of Mission Critical Partners for the performance of 911 Central Communications Drive Testing and Assessment.

Motion Requested: To authorize the County Manager to execute a joint agreement involving the County, Pasquotank County, and Elizabeth City and with consultant Mission Critical Partners to include funding in an amount not to exceed \$12,000.

COMMISSIONERS

Joseph S. Winslow, Jr., Chairman
Cecil Perry, Vice-Chairman
Jeff Dixon
Lloyd E. Griffin, III
Dr. William R. Sterritt
Frankie Meads
Bettie J. Parker



Page 39 of 130
COUNTY MANAGER
Rodney Bunch
COUNTY ATTORNEY
R. Michael Cox
CLERK TO THE BOARD
Lynn Scott

COUNTY OF PASQUOTANK

Post Office Box 39
Elizabeth City, North Carolina 27907-0039
(252)335-0865
Fax (252)335-0866

January 12, 2016

City of Elizabeth City
Rich Olson, City Manager
P.O. Box 347
Elizabeth City, NC 27907-0347

Subject: Radio Communications Testing for 800 MHz System

Dear Rich,

The Pasquotank County Board of Commissioners met Monday, January 11, 2016. The Board considered the proposal by Mike Milas, Mission Critical Partners Project Manager to perform additional testing for transitioning to the State of North Carolina VIPER 800 MHz system. The estimated cost is \$60,000.

After discussion, the Board voted unanimously to approve final negotiations and entering into an agreement with Mission Critical Partners to conduct the additional testing for transitioning to the State of North Carolina VIPER 800 MHz system subject to Camden County Board of Commissioners and the City of Elizabeth City Council agreeing to the project.

Please let me know as soon as possible the direction of your Board/Council on this matter.

Sincerely,

Rodney Bunch
County Manager

RB/lbs

cc: Sheriff Randy Cartwright

COMMISSIONERS

Joseph S. Winslow, Jr., Chairman
Cecil Perry, Vice-Chairman
Jeff Dixon
Lloyd E. Griffin, III
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Page 40 of 130
COUNTY MANAGER
Rodney Bunch

COUNTY ATTORNEY
R. Michael Cox

CLERK TO THE BOARD
Lynn Scott

COUNTY OF PASQUOTANK

Post Office Box 39
Elizabeth City, North Carolina 27907-0039
(252)335-0865
Fax (252)335-0866

January 12, 2016

Camden County
Mike Renshaw, County Manager
P.O. Box 190
Camden, NC 27921

Subject: Radio Communications Testing for 800 MHz System

Dear Mike,

The Pasquotank County Board of Commissioners met Monday, January 11, 2016. The Board considered the proposal by Mike Milas, Mission Critical Partners Project Manager to perform additional testing for transitioning to the State of North Carolina VIPER 800 MHz system. The estimated cost is \$60,000.

After discussion, the Board voted unanimously to approve final negotiations and entering into an agreement with Mission Critical Partners to conduct the additional testing for transitioning to the State of North Carolina VIPER 800 MHz system subject to Camden County Board of Commissioners and the City of Elizabeth City Council agreeing to the project.

Please let me know as soon as possible the direction of your Board/Council on this matter.

Sincerely,

Rodney Bunch
County Manager

RB/lbs

cc: Sheriff Randy Cartwright

Mission Critical Partners Preliminary Scope of Services and Fee Proposal

Good morning Gentleman – The purpose of this email is to provide some additional detail regarding the recommended Drive Testing effort and the coordination with State VIPER staff.

Our needs analysis and report provided propagation (predicted coverage) information for the VIPER system, but this was based on a paper analysis without any actual field testing.

It is always a good idea to verify that predicted coverage will equal actual coverage. Since the VIPER sites already exist, you are able to complete drive testing throughout the two counties which would gather actual signal strength data that could be compared to predicted coverage. In addition we would recommend actual voice call testing which verifies the signal strength data and correlates the quality of the voice call audio to the predicted and actual signal strength. We would need to coordinate this effort with the State prior to testing so that they would be aware of it and approve of the effort.

Our testing effort would also include an analysis of the need for in-building coverage enhancements to a list of “critical buildings” such as the Courthouse, Jail, Hospital ER, etc. This would allow you to create a sufficient budget contingency to add any in-building coverage enhancements to these building as part of the overall budget.

We believe that the above could be accomplished over the course of one-week on site for two of our staff (myself and Tim Hennemann the project Engineer). After data gathering we would analyze the information gathered and provide a set of recommendations based on the findings. This would entail a brief report and another on-site presentation similar to last evenings if so desired.

With regard to coordination with State VIPER staff we would recommend the following;

- Exchange preliminary information and analysis findings regarding anticipated site loading (capacity) in advance of a face to face meetings
- Meet with the State reps to discuss;
 - Site channel loading
 - The possibility of a new site
 - Connectivity options to the VIPER switch in Farmville
 - Any 911 Center console modifications and reconfiguration that might be required
 - The VIPER system use guidelines
 - The terms of a system use agreement
 - Other related issues that would give you a clear understanding of what the process and costs would be to move forward

We believe that the above effort can be accomplished for approximately \$60,000, however, our formal scope and fee proposal would be based on a confirmation of desired effort from you after the opportunity to review the above concept with you and confirm that budget and scope would be in alignment.

Mike Milas, Mission Critical Partners

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 5.A

New Business:

Meeting Date: January 19th, 2015

Attachments: 7

Submitted By: Lisa S. Anderson
Tax Administrator

ITEM TITLE: Monthly Tax Report

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SUMMARY:

November Monthly Reports

RECOMMENDATION:

Review & Approve

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

OUTSTANDING TAX DELINQUENCIES BY YEAR

<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2014	134,754.30	6,082.15
2013	51,580.21	9,619.17
2012	26,649.70	12,516.13
2011	14,106.69	9,915.92
2010	11,111.46	6,416.37
2009	6,694.73	6,061.83
2008	6,133.35	6,209.90
2007	5,998.24	9,328.97
2006	1,996.46	14,433.63
2005	1,690.71	26,367.38

TOTAL REAL PROPERTY TAX UNCOLLECTED	260,715.85
TOTAL PERSONAL PROPERTY UNCOLLECTED	106,951.45
TEN YEAR PERCENTAGE COLLECTION RATE	99.45%
COLLECTION FOR 2015 vs. 2014	10,909.68 vs. 13,476.22

LAST 3 YEARS PERCENTAGE COLLECTION RATE

2014	97.93%
2013	99.13%
2012	99.45%

THIRTY LARGEST UNPAID ACCOUNTS

SEE ATTACHMENT "A"

THIRTY OLDEST UNPAID ACCOUNTS

SEE ATTACHMENT "B"

EFFORTS AT COLLECTION IN THE LAST 30 DAYS

ENDING November **2015**
BY TAX ADMINISTRATOR

- 110 NUMBER DELINQUENCY NOTICES SENT
- 26 FOLLOWUP REQUESTS FOR PAYMENT SENT
- 2 NUMBER OF WAGE GARNISHMENTS ISSUED
- 13 NUMBER OF BANK GARNISHMENTS ISSUED
- 15 NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR
TO DELINQUENT TAXPAYER
- 0 NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)
- 1 PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF
TAX ADMINISTRATOR
- 0 NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO
COUNTY ATTORNEY
- 30 NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR
COLLECTION (I.D. AND STATUS) *Attorney mailed letters
for personal property*
- 0 REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS
- 0 NUMBER OF JUDGMENTS FILED

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	9,660.86	1	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8923-00-19-3774.0000	9,070.52	1	HALSTED VENTURE PARTNERS, LLC	CAMDEN	431 158 US W
R	03-8899-00-45-2682.0000	7,095.06	1	SEAMARK INC.	SHILOH	HOLLY RD
R	01-7998-01-08-8621.0000	6,199.91	2	WILLIE L. TURNER ETAL	SOUTH MILLS	1289 343 HWY N
R	03-8943-04-74-3506.0000	5,428.11	1	ELLIOTT & DONNA JACOBS	SHILOH	117 SUNSET AVE
R	03-8953-04-81-9832.0000	5,259.29	3	MAIDIA S. CECIL HEIRS	SHILOH	113 TROTMAN RD
R	02-8945-00-54-1099.0000	5,032.50	1	GERTIE LEE & JONOLA T ROUNTREE	CAMDEN	263 BELCROSS RD
R	03-8972-00-51-8423.0000	4,951.63	1	BRITTON OVERTON	SHILOH	103 WESLEY RD
R	01-8000-00-36-9596.0000	4,692.92	1	EULA B. JOYNER	SOUTH MILLS	TROTTERS WAY
R	02-8944-00-31-2148.0000	4,409.51	1	CARL HARRINGTON	CAMDEN	150 SAND HILLS RD
R	02-8945-00-41-2060.0000	4,148.45	1	LASELLE ETHERIDGE SR.	CAMDEN	168 BUSHELL RD
R	03-8952-01-49-1090.0000	3,621.40	1	DRACHMA, INC & SIMSON BAAI, LLC	SHILOH	343 HWY S
R	01-7080-00-62-1977.0000	3,495.60	8	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-8990-00-08-7291.0000	3,380.82	1	JAMES E RHODES	SHILOH	111 CATALAN DR
R	01-7998-01-08-6797.0000	3,131.98	4	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	03-8965-00-44-7928.0000	2,960.90	1	WHALON & KATHLEEN MCCULLEN	SHILOH	404 SANDY HOOK RD
R	03-8962-00-56-7217.0000	2,914.53	1	TONYA HUGHES HARRIS	SHILOH	253 WICKHAM RD
R	01-7989-04-90-6715.0000	2,900.35	4	ANDREW FEREBEE HEIRS	SOUTH MILLS	1334 343 HWY N
R	02-8934-04-61-9891.0000	2,864.33	1	WILLIAM EDGAR STAPLES	CAMDEN	244 COUNTRY CLUB RD
R	02-8934-04-71-8470.0000	2,700.25	1	JAMES MILTON JONES ETAL	CAMDEN	267 COUNTRY CLUB RD
R	02-8936-00-21-4428.0000	2,690.59	2	CAROLYN MCDANIEL	CAMDEN	SCOTLAND RD
R	03-8964-00-40-9957.0000	2,642.97	1	LASALLE SEARS HEIRS	SHILOH	291 BARTLETT RD
R	02-8943-01-26-9508.0000	2,570.16	1	FITZHERBERT, ADELL & BARBARA	CAMDEN	108 RIDGE RD
R	02-8935-01-08-8786.0000	2,558.35	1	LINWOOD GREGORY	CAMDEN	253 SLEEPY HOLLOW RD
R	03-8965-00-58-1527.0000	2,493.33	3	TRACY SWAIN	SHILOH	SANDY HOOK RD
R	01-7998-01-18-1579.0000	2,468.70	1	FABIAN DIXON	SOUTH MILLS	1284 343 HWY N
R	03-8962-00-05-0472.0000	2,297.97	1	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	03-8943-04-93-8214.0000	2,287.69	1	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	03-8973-00-18-1899.0000	2,253.69	1	WANDA ADAMS	SHILOH	769 SANDY HOOK RD
R	02-8935-02-66-7093.0000	2,245.74	1	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E

12/01/15 10:20:08

Delinquencies Top-30 Unpaid

1
Rec'd
 Attachment "A"

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	03-8899-00-45-2682.0000	10	7,095.06	SEAMARK INC.	SHILOH	HOLLY RD
R	01-7998-01-08-8621.0000	10	6,199.91	WILLIE L. TURNER ETAL	SOUTH MILLS	1289 343 NC N
R	03-8943-04-93-8214.0000	10	2,287.69	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7999-00-32-3510.0000	10	1,928.53	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	03-8952-00-95-8737.0000	10	1,908.86	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7090-00-60-5052.0000	10	962.62	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	02-8955-00-13-7846.0000	10	659.94	MARIE MERCER	CAMDEN	IVY NECK RD
R	02-8936-00-24-7426.0000	10	633.65	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	03-9809-00-45-1097.0000	10	260.40	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	01-7090-00-95-5262.0000	10	255.08	JOHN F. SAWYER HEIRS	SOUTH MILL	OLD SWAMP RD
R	03-8980-00-61-1968.0000	10	218.26	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	03-9809-00-17-2462.0000	10	141.61	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	01-7999-00-12-8596.0000	9	1,623.08	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7989-04-60-1954.0000	9	1,129.11	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	03-8899-00-37-0046.0000	9	162.23	ELIZABETH LONG	SHILOH	HIBISCUS
R	01-7989-00-01-1714.0000	8	9,660.86	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8945-00-41-2060.0000	8	4,148.45	LASELLE ETHERIDGE SR.	CAMDEN	168 BUSHELL RD
R	01-7080-00-62-1977.0000	8	3,495.60	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	02-8934-04-71-8470.0000	8	2,700.25	JAMES MILTON JONES ETAL	CAMDEN	267 COUNTRY CLUB RD
R	01-7988-00-91-0179.0001	8	1,918.10	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	02-8935-01-19-4055.0000	8	1,219.71	ANDERSON CARTWRIGHT SR.	CAMDEN	271 SLEEPY HOLLOW RD
R	01-7988-00-14-1370.0000	8	847.10	ISAAC COSTON	SOUTH MILLS	NORTH SIDE RD
R	02-8935-03-40-3652.1000	8	782.56	HOWARD DAVENPORT	CAMDEN	117 GUMBERRY RD
R	03-8962-00-50-0273.0000	8	764.31	DAISEY WILLIAMS BURNHAM	SHILOH	RAYMONS CREEK RD
R	01-7998-00-57-2800.1000	8	427.45	TINA RENEE LEARY	SOUTH MILLS	111 LINTON RD
R	01-7989-04-60-1568.0000	7	965.01	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	03-8953-04-81-9832.0000	6	5,259.29	MAIDIA S. CECIL HEIRS	SHILOH	113 TROTMAN RD
R	03-8962-00-56-7217.0000	6	2,914.53	TONYA HUGHES HARRIS	SHILOH	253 WICKHAM RD
R	03-8964-00-40-9957.0000	6	2,642.97	LASALLE SEARS HEIRS	SHILOH	291 BARTLETT RD
R	02-8936-00-00-8926.0000	6	1,923.82	ODELL TRAFTON	CAMDEN	215 SCOTLAND RD

12/01/15 10:20:10

Delinquencies Top-30 Oldest

1

Attachment "B"
Page 1

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001709	1,531.32	6	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001046	1,110.60	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	1,092.13	4	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001538	798.61	7	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001072	778.93	10	PAM BUNDY	SHILOH	105 AARON DR
P	0001883	655.29	4	DUNG LE TRAN	SHILOH	255 SAILBOAT ROAD
P	0001739	655.07	4	COAST TO COAST POWDER COATING	CAMDEN	330 158 HWY E
P	0001827	652.02	1	KAREN BUNDY	CAMDEN	431 158 US W
P	0001695	547.68	3	GARY STEWART ELKINS	CAMDEN	150 158 HWY W
P	0000352	443.65	9	ROBERT F. NERNEY	ELIZABETH CITY	107 SMALL DRIVE
P	0001230	411.11	3	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001116	409.86	4	AL JORDAN	CAMDEN	390 158 HWY W
P	0000248	326.53	10	ROBERT H. OWENS	CAMDEN	363 # 15
P	0001227	322.05	9	THUAN NGOC TRAN	SHILOH	257 SAILBOAT RD
P	0000956	314.49	10	HUNG PHI LE	SHILOH	103 EDGEWATER DR
P	0000846	272.48	3	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0000256	270.00	8	JAMES E. NASH	SOUTH MILLS	1097 343 HWY N
P	0001703	270.00	1	VAN ZANDER	MOYOCK	812 TULLS CREEK RD
P	0001672	268.26	5	DAVE SILVA	CAMDEN	390 158 HWY
P	0001693	261.90	6	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0002194	251.03	1	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0001250	247.91	5	MICHELE LEE TAYLOR	SOUTH MILLS	108 BINGHAM RD
P	0001010	239.92	2	RAYBURN BURGESS	SHILOH	116 EDGEWATER DR
P	0001106	239.24	8	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0001952	238.91	3	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0002775	235.33	1	JEFFREY D & KIMBERLEE S KENNEY	SOUTH MILLS	164 MCPHERSON RD
P	0000421	227.73	4	CLARENCE MUNDEN	CAMDEN	
P	0001360	224.97	2	KEITH DENNIS	CAMDEN	390 158 HWY W
P	0001959	221.47	2	PAUL A. LEARY	SOUTH MILLS	149 LINTON RD
P	0001220	219.05	10	KIMBERLY DIANE JOHNSON	SOUTH MILLS	172 KEETER BARN RD

12/01/15 10:20:31

Delinquencies Top-30 Unpaid

1
 Personal
 Attachment #11

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001046	10	1,110.60	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	10	1,092.13	LESLIE ETHERIDGE JR	CAMDEN	
P	0001072	10	778.93	PAM BUNDY	SHILOH	105 AARON DR
P	0000248	10	326.53	ROBERT H. OWENS	CAMDEN	363 # 15
P	0000956	10	314.49	HUNG PHI LE	SHILOH	103 EDGEWATER DR
P	0001220	10	219.05	KIMBERLY DIANE JOHNSON	SOUTH MILLS	172 KEETER BARN RD
P	0000837	10	139.42	DUC MINH LE		
P	0000316	10	122.12	JAMES P. JONES	CAMDEN	142 SANDHILLS RD
P	0000352	9	443.65	ROBERT F. NERNEY	ELIZABETH CITY	107 SMALL DRIVE
P	0001227	9	322.05	THUAN NGOC TRAN	SHILOH	257 SAILBOAT RD
P	0001106	9	239.24	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0000256	8	270.00	JAMES E. NASH	SOUTH MILLS	1097 343 HWY N
P	0001538	7	798.61	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001545	7	160.66	LOUIS RUGGERI	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001540	7	120.95	DAVID LUKE	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001709	6	1,531.32	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001672	6	268.26	DAVE SILVA	CAMDEN	158 HWY
P	0001693	6	261.90	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001673	6	177.05	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0001827	5	652.02	KAREN BUNDY	CAMDEN	431 158 US W
P	0001250	5	247.91	MICHELE LEE TAYLOR	SOUTH MILLS	108 BINGHAM RD
P	0002775	5	235.33	JEFFREY D & KIMBERLEE S KENNEY	SOUTH MILLS	164 MCPHERSON RD
P	0001910	5	155.91	JEFFREY GEGAN	CAMDEN	379 COUNTRY CLUB RD
P	0001883	4	655.29	DUNG LE TRAN	SHILOH	255 SAILBOAT ROAD
P	0001739	4	655.07	COAST TO COAST POWDER COATING	CAMDEN	330 158 HWY E
P	0001116	4	409.86	AL JORDAN	CAMDEN	390 158 HWY W
P	0000421	4	227.73	CLARENCE MUNDEN	CAMDEN	
P	0002081	4	217.24	ROBERT VERNON BRAY	CAMDEN	120 LAUREN LANE
P	0000891	4	165.68	LAC VAN TU	SHILOH	105 EDGEWATER DR
P	0001697	4	144.00	RANDY BRICKHOUSE	CAMDEN	150 158 HWY W

12/01/15 10:20:33

Delinquencies Top-30 Oldest

Attachment 'B'
Personal

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 5.B

New Business

Meeting Date: January 19th, 2016
Attachments: (1 Page)
Submitted By: Krystal Lancaster, Head Librarian

ITEM TITLE: Camden County Public Library Logo

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SUMMARY:

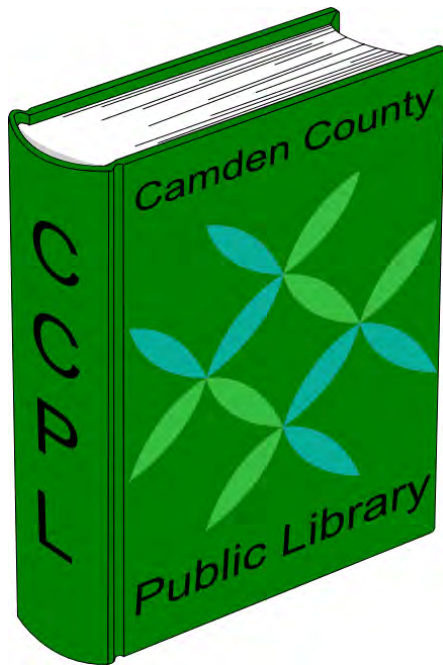
The Camden County Public Library Board of Trustees voted to hold a contest for local high school students to design a logo for the Camden Public Library. Guidelines asked that entries be consistent in appearance with the County logo. The Board narrowed the entries down to two finalists, images attached.

RECOMMENDATION:

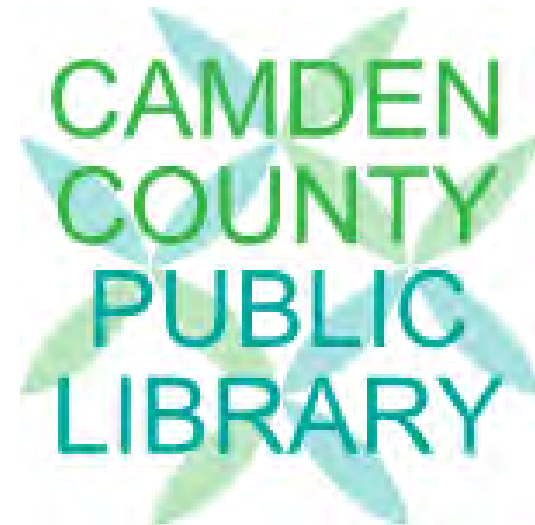
The Camden County Public Library Board of Trustees voted to hold a contest for local high school students to design a logo for the Camden Public Library. Guidelines asked that entries be consistent in appearance with the County logo. The Board narrowed the entries down to two finalists, images attached.

Camden County Public Library Logo Contest Finalists

Entry A



Entry B



**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 5.C

New Business

Meeting Date: January 19, 2016
Attachments: (12 Pages)
Submitted By: Krystal Lancaster, Head Librarian

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

**ITEM TITLE: Patron Utilization of Camden County Public Library's
Extended Hours of Operation**

SUMMARY:

On June 1, 2015, the Camden County Board of Commissioners voted to change the Library's hours of operation as recommended by the Library Board of Trustees.

This presentation will provide an overview of patron attendance and circulation statistics during these hours.

RECOMMENDATION:

I request that the Board of Commissioners review the collected statistics and determine whether they feel that the library should continue operating under the current schedule, or an adapted schedule.



Camden County Public Library



Patron Utilization of the Extended
Hours of Operation

Purpose of Report

On June 1, 2015, the Camden County Board of Commissioners voted to change the Library's hours of operation as recommended by the Library Board of Trustees.

They asked that statistics be kept regarding library usage during these extended hours.

Current Operating Schedule

For the period of April 1 – October 31, on Monday – Saturday, doors will open at 9:00 a.m. and will close at 8:00 p.m.

For the period of November 1 – March 31, on Monday – Saturday, doors will open at 9:00 a.m. and will close at 6:00 p.m.

During the entire year, on Sunday, doors will open at 1:00 p.m. and will close at 5:00 p.m.

The Library Board recommended that Sunday hours not begin until November 1, 2015.

Data Collected

Number of people entering the building between 6pm and 8pm, July through October.

Average number of items checked out between 9am-8pm, July through October.

Distribution of library use from 9am-8pm for the month of October.

Number of people entering the building on Sundays during November, December, and early January.

From July to October 31, 2015:

Usage of the extended hours varied greatly.

The library was open a total of 210 extra hours.

45 of those hours had zero library entries, or 21% of that time.

97 of those hours had two or fewer library entries, or 46% of that time.

46 of those hours had six or more library entries, or 22% of that time.

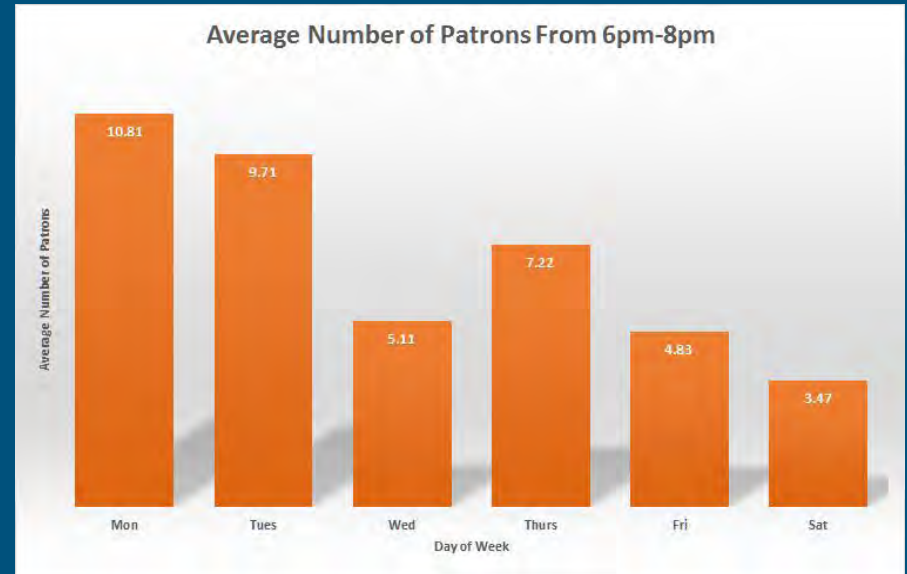
Average Visits Based on Day of Week Page 58 of 130

July 2015-October 2015

Visits during the extended hours were highest at the beginning of the week and generally decreased as the week went on.

Mondays and Tuesdays were the most popular evenings.

Saturdays and Fridays were the least popular evenings.



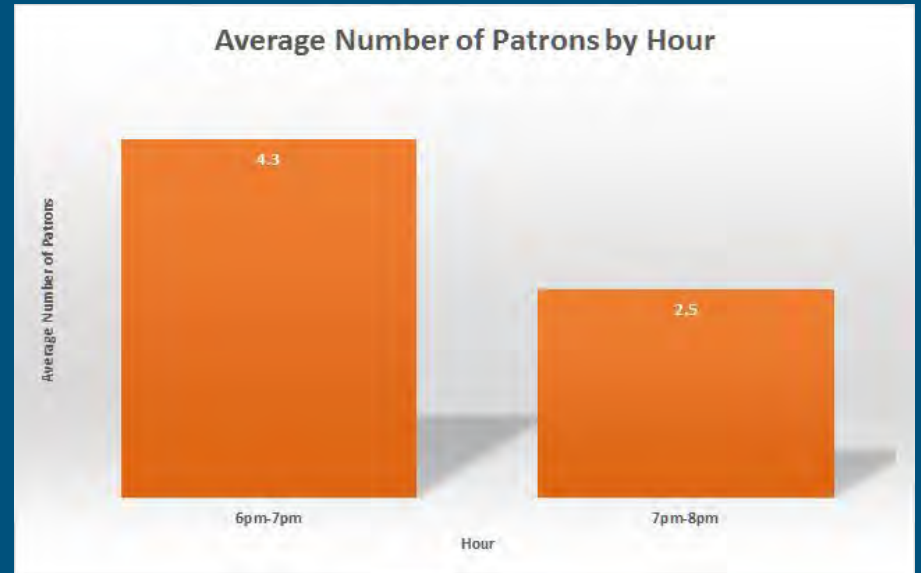
Average Visits By Hour

July 2015-October 2015

An average of 4.3 patrons came to the library between 6pm-7pm.

An average of 2.5 patrons came to the library between 7pm-8pm.

Almost twice the number of patrons visited during the 6pm-7pm time than 7pm-8pm.



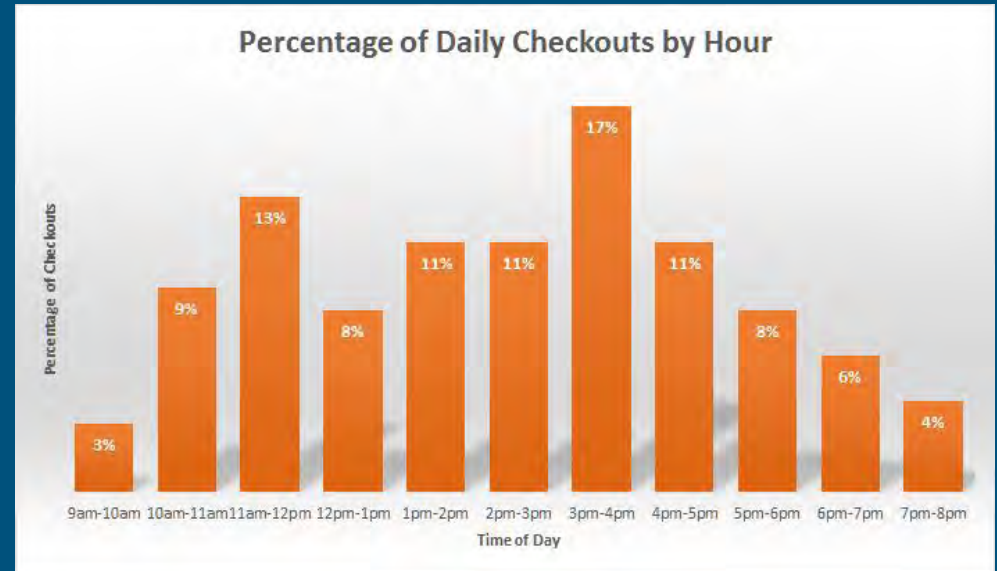
Average Number of Check Outs July 2015-October 2015

Peak circulation time was 3pm-4pm,
with 17% of checkouts during
this hour.

6% of total checkouts occurred from
6pm-7pm.

4% of total checkouts occurred from
7pm-8pm.

Considering salary and utility costs,
average cost per check out was
\$4.64 during the 6pm-8pm time
frame.

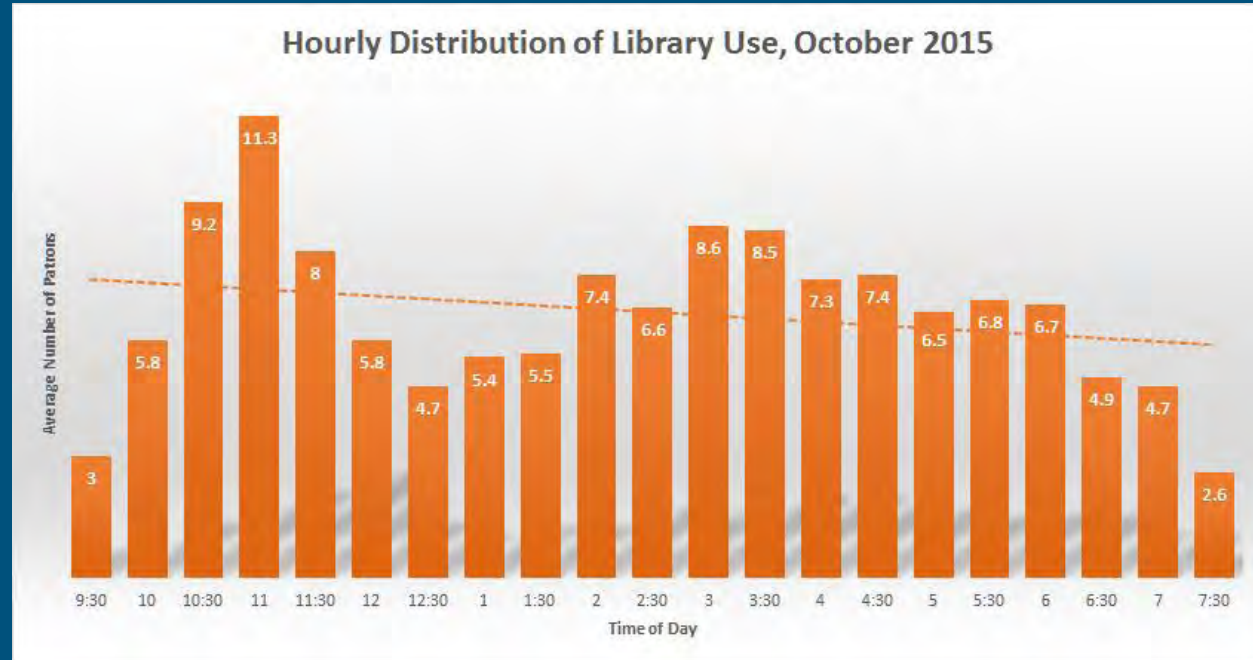


How Do These Numbers Compare to a Typical Day?

October 2015

Peak times for library usage were 10:30am-11:30am and 3pm-4pm with an average of 20 and 17 patrons, respectively.

Low usage was recorded at 7pm-8pm and 9:30am-10:30am, with 7 and 9 patrons, respectively.



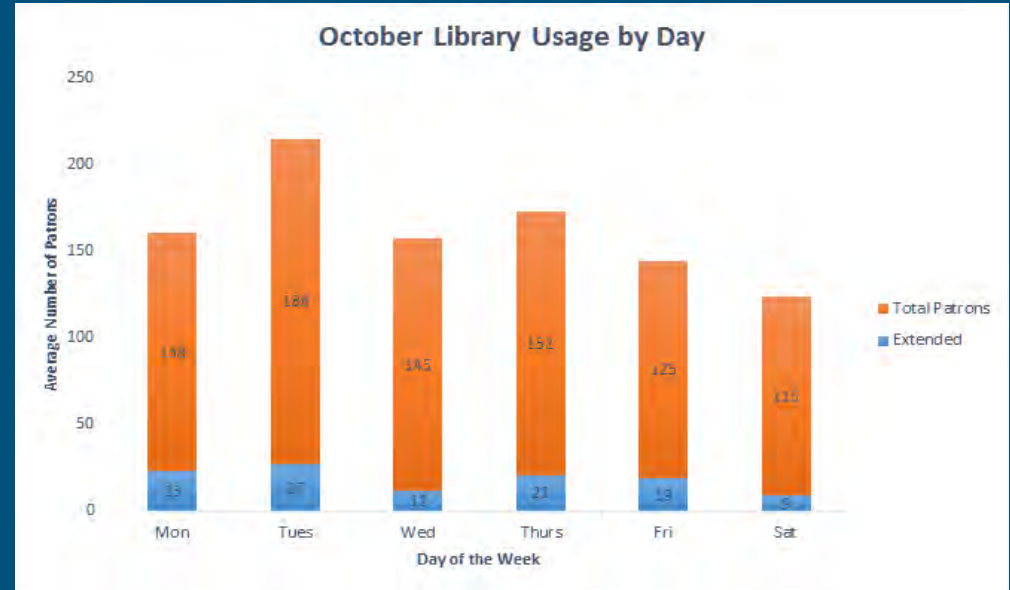
How Do These Numbers Compare to a Typical Day?

October 2015

For October, usage during the extended hours accounted for 12% of total usage.

The majority of the data matches the trends that were found in the quarterly data--the most popular evenings were Tuesdays and Mondays, and the least popular evening was Saturday.

Wednesday also emerged as an evening with very low usage.



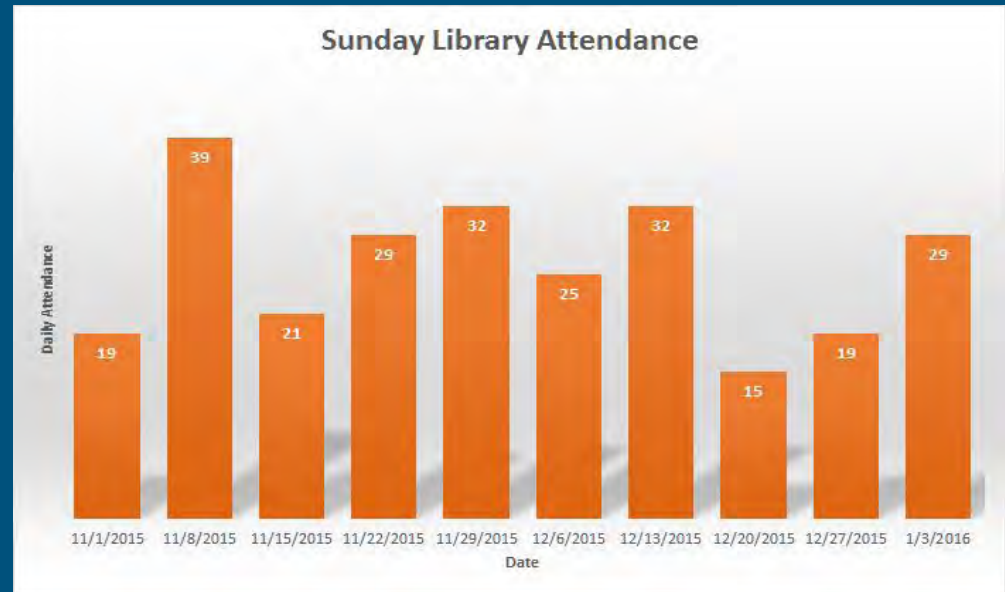
*Data was limited to October 5-31 in order to ensure an equal number of weekdays were examined.

Utilization of Sunday Hours November-January

Beginning November 1, 2015, the library has been open Sundays from 1pm-5pm.

On average, 25 users visited the library during this time.

The average number of items checked out was 37.5.
Cost per checkout was \$3.09.



Summary

Usage of the extended hours varied greatly based on time and day of the week.

Both library visits and circulation statistics suggest that the 6pm-7pm hour was more popular than the 7pm-8pm hour.

The extended hours were utilized the most on Mondays, Tuesdays, and Thursdays. They were used the least on Saturdays, Fridays, and Wednesdays.

While overall usage was low compared to typical operating hours, trends in increased usage suggest that a modified version of the current schedule (e.g. later evening hours on certain days and/or Sunday hours) may be warranted.

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: **5.D**

New Business

Meeting Date: **January 19, 2016**

Attachments: **1 (9 Pages)**

Submitted By: **Tim White, Parks &
Recreation Director**

ITEM TITLE: **Alternative Sports Fields**

SUMMARY:

As interest in youth sports continues to expand in the County, it has become clear that additional outdoor sports fields are needed in order to meet the field-space demands created by this increased interest. In 2016 it is possible that Camden will have two recognized youth football organizations, youth baseball/softball, and a new youth soccer program. The existing sports field space located primarily within the Camden Community Park facility has insufficient field space to accommodate this demand.

In October 2015 a sub-committee of the Parks & Recreation Advisory Board was formed to begin examining alternatives in regards to identifying property to be used for the construction of outdoor sport fields as well as developing a preliminary budget for the construction of these fields to include lighting.

The Alternative Sports Fields Committee met on October 29 and December 3, 2015. During these meetings, the group discussed the current scheduled uses and limitations of the existing field space relative to the demands of adding a second recognized youth football organization, a future youth soccer program in the Fall of 2016, and co-uses of the existing fields by Camden County Public Schools under the terms of the Field Facility Use Agreement.

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

Information collected and discussed during the Alternative Sports Fields Committee meetings was presented to the Parks & Recreation Advisory Board on December 10, 2015. On a motion made during this meeting, the Parks & Recreation Advisory Board recommends that the County move forward with design and construction of additional lighted sports fields using a 12 acre site which the County currently owns at the intersection of US 17 and McPherson Road in South Mills. The site is currently being leased as farm land however the lease agreement has expired.

The Advisory Board also recommends that the County make application to the Parks and Recreation Trust Fund (PARTF) and Land and Water Conservation Fund (LWCF) in order to assist in project funding. Both grants require a 50 per cent local funding match. PARTF provides funding up to \$500,000 and LWCF funds projects up to \$250,000.

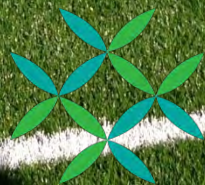
RECOMMENDATION:

The County Manager recommends that the Board of Commissioners approve the use of the McPherson Road site identified in this presentation as additional sports fields.

Motion Requested: Authorize the County Manager to obtain formal design and project construction cost estimates and to make application to the Parks and Recreation Trust Fund and Land and Water Conservation Fund during the 2016 grant cycle.

Camden County Parks and Recreation

Alternative Sports Field Committee



CAMDENCOUNTY
new energy. new vision.

Camden Community Park Usage Page 68 of 130

Camden County High School Girls Soccer

Mid-February through Mid-May (Front Soccer Field)
Monday-Friday 3:30pm-6:00pm, Saturday mornings

Camden County High School Track & Field

Mid-February – Mid-May (Track, Discus, Shotput, High Jump & Long Jump)
Monday-Friday 3:30pm-5:30pm

Camden Middle School Track & Field

Mid-February – Mid-May (Track, Discus, Shotput, High Jump & Long Jump)
Monday-Friday 3:30pm-5:30pm

Camden Youth League Baseball & Softball

Late March through Mid-July (Field 1, Field 2, Field 3, Field 4, Field 5, Field 6, Field 7 & Field 8)
Monday-Friday 5:00pm-9:00pm, Saturday (all day)

Camden County High School Boys Soccer

August through Mid-November (Front Soccer Field)
Monday-Friday 3:30pm-8:30pm

Camden Bears Youth Football and Cheerleading

August through Mid-November (Front Soccer Field)
Monday-Thursday 6:30pm-8:30pm (exceptions: CCHS Home Soccer Games)

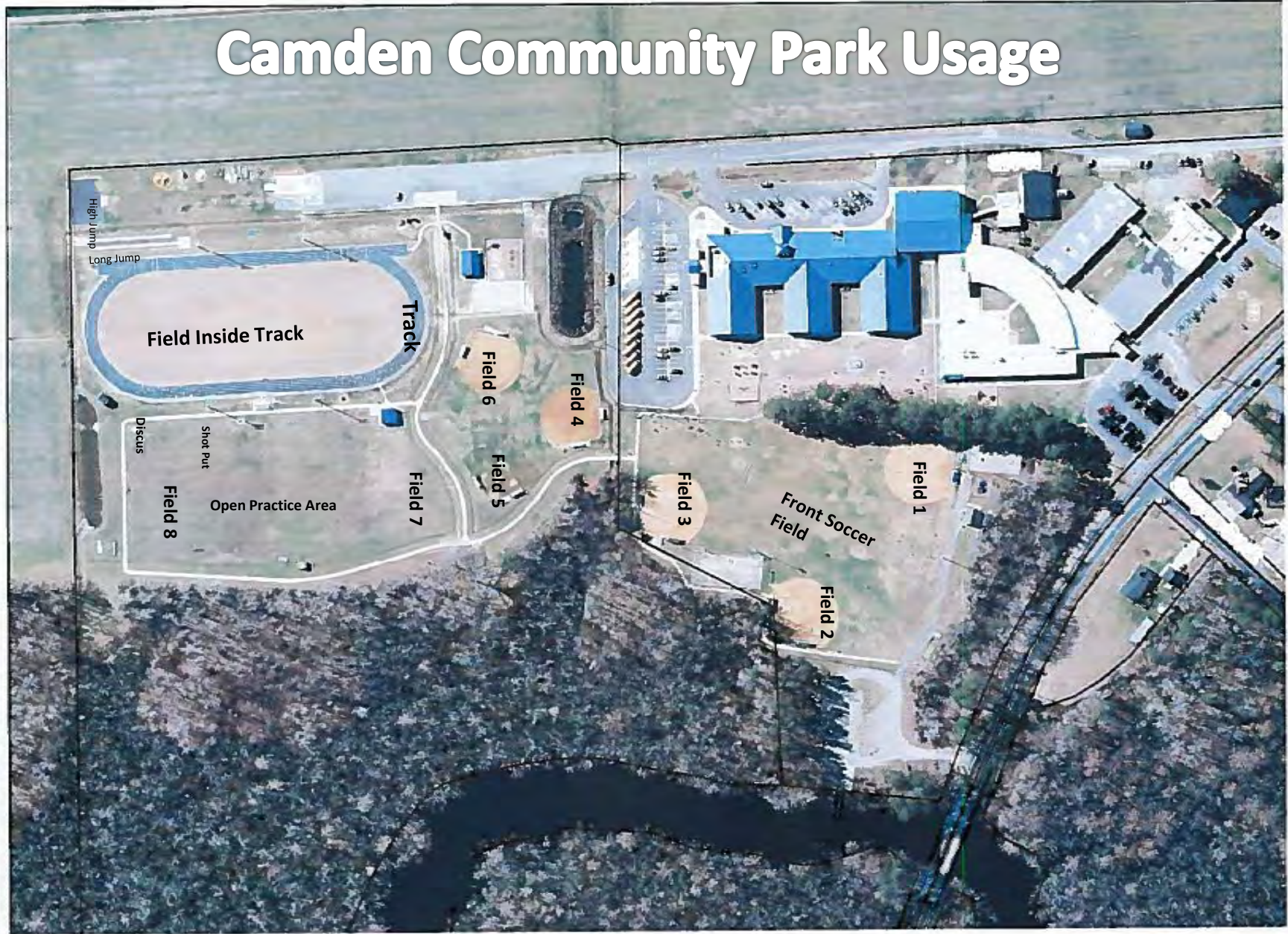
Shiloh Sharks Youth Football and Cheerleading

August through Mid-November (Open Practice Area)
Monday-Thursday 5:00pm-8:00pm

****Camden Youth League SOCCER (fall of 2016)****

August through Mid-November (Location ???)
Monday-Friday, Saturday (all day)

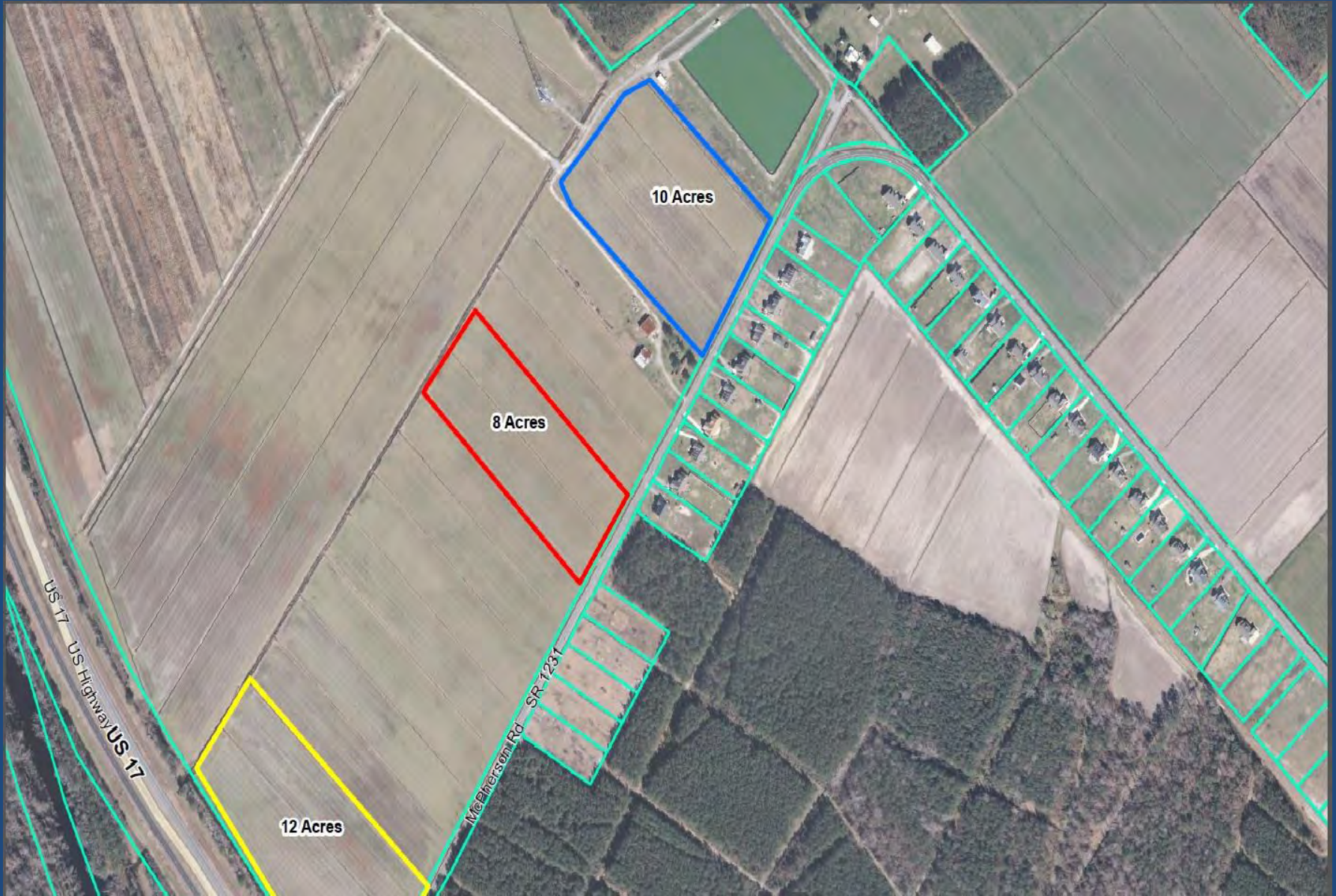
Camden Community Park Usage



Possible New Athletic Field Sites

- *Noblitt Property (adjacent to Community Park)*
- *Morrissett Property (NC Hwy 343/158)*
- *Williams Property (NC Hwy 158)*
- *County Property (future Camden County High School site)*
- *County Property (McPherson Rd./US Hwy 17)*

McPherson Road Property



McPherson Road Property



Preliminary Budget

Site Prep	\$24,000
<i>-Field cultivate, land plane, roll and seed</i>	
Restroom/Concession Building	\$60,000
Parking Lot	\$110,000
<i>-2 acres (200-230 spaces) 6" stone base</i>	
Concrete Sidewalk/Walking Trail	\$45,000
<i>-2,500 linear feet/6' wide</i>	
Fitness Stations	\$18,000
<i>-12 station along walking trail</i>	
Fencing	\$27,000
<i>-1,800 linear feet</i>	
Field Lighting	\$225,000
<i>-2 Soccer Fields 360' x 225' = (4-6 youth size fields)</i>	
Field Sod & Irrigation	\$125,000
TOTAL	\$634,000

PARTF Grant

*Parks and Recreation Trust Fund Grant 50/50 local match
up to \$500,000*

LWCF Grant

*Land and Water Conservation Fund 50/50 local match
up to \$250,000*

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 6.A

Board appointments

Meeting Date: January 19th, 2015
Attachments: 1
Submitted By: Clerk to the Board

ITEM TITLE: Board Vacancy

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SUMMARY:

Staff received the attached letter of resignation from the Camden County Library Board of Trustees and the East Albemarle Regional Library Board.

RECOMMENDATION:

Motion to direct staff to advertise vacancies on the Library Board of Trustees & the East Albemarle Regional Library Board

January 2016

Dear Camden County Commissioners,

I want to thank you for entrusting me with the responsibilities of representing the citizens of Camden County on both the Library Board of Trustees and the East Albemarle Regional Library Board. It saddens me to inform you that at this time I am resigning my position from both boards effective January 15, 2016.

With much respect,

A handwritten signature in black ink that reads "Judy Renshaw". The signature is written in a cursive, flowing style.

Judy Renshaw

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 7.A

Consent Agenda

Meeting Date: January 19, 2016
Attachments: 1
Submitted By: Clerk to the Board

ITEM TITLE: Draft Minutes

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SUMMARY:

November 2nd, 2016

RECOMMENDATION:

Approve Request

1 *Camden County Board of Commissioners*
2 *Regular Meeting*
3 *November 2nd, 2015*
4 *7:00 P.M. - Regular Meeting*
5 *Historic Courtroom, Courthouse Complex*
6 *Camden, North Carolina*

7
8 *MINUTES*

9
10 *The regular meeting of the Camden County Board of Commissioners was held*
11 *on November 2nd, 2015 in the Historic Courtroom, Camden, North Carolina.*
12 *The following Commissioners were present:*

13
14 *Chairman P. Michael McLain, Vice Chairwoman Sandra Duckwall,*
15 *Commissioners Garry Meiggs, Clayton Riggs and Tom White;*

16
17 *Also attending were County Manager Michael Renshaw, County Attorney John*
18 *Morrison and Clerk to the Board Angela L. Wooten. Present for purposes of*
19 *making a presentation(s) or providing supporting information for agenda items*
20 *were the following persons: Planning Director Dan Porter, Finance Officer*
21 *Stephanie Humphries, Zoning and Permit Officer Dave Parks, HR Manager*
22 *Stephanie Jackson, Tax Administrator Lisa Anderson and Public Works Director*
23 *David Credle.*

24
25 **Regular Session, 7:00 P.M.**

26
27 *Chairman McLain called to order the November 2nd, 2015 meeting of the*
28 *Camden County Board of Commissioners at 7:00 PM.*

29
30 **Invocation and Pledge of Allegiance**

31
32 *Commissioner Garry Meiggs gave the invocation and led those present in the*
33 *Pledge of Allegiance.*

34
35
36 **Public Comments**

37
38 *Christie Hall of 137 Pudding Ridge Road in South Mills came before the board*
39 *with the following comments:*
40

- 41 • *She would like to request that the Public Hearing for the proposed Green*
 42 *Meadows Special Use Permit be held during the December 7th, 2015 Board*
 43 *of Commissioners meeting.*
 44 • *If the Board approves the proposed public hearing date of November 16th,*
 45 *2015 that only leaves 12 days until the hearing.*
 46 • *Many residents will need to make arrangements for Child Care, Senior*
 47 *Care, and transportation and/or adjust their work schedules to attend the*
 48 *hearing.*

49

50

51 **Consideration of Agenda**

52

53 *Chairman McLain asked if there were any changes to the agenda. Not hearing*
 54 *any changes, Chairman McLain called for a motion.*

55

56 *Commissioner Garry Meiggs made a motion to approve the agenda as presented.*
 57 *The motion passed 5-0 with Chairman Michael McLain, Vice Chairwoman Sandra*
 58 *Duckwall, Commissioners Tom White, Garry Meiggs and Clayton Riggs voting*
 59 *aye; no Commissioner voting no; no Commissioners absent; and no*
 60 *Commissioner not voting.*

61

62

63 **Presentations**

64

65 ***Item 3.A - NCACC Annual Safety Award***

66

67 *The NCACC Director of Risk Management Pools Michael Kelly came to the*
 68 *Board to present an award to Camden for having the least amount of Workers*
 69 *Compensation claims for Small Counties.*

70

71

72 ***Item 3.B - Gwen Westcott – Senior Tar heel***

73

74 *Camden County's Senior Heel Delegate Gwen Westcott came before the board to*
 75 *provide Senior Tar Heel updates.*

76

- 77 • *Warns seniors to carefully read their insurance policies and have their power of*
 78 *attorney review it regularly.*
 79 • *Keep a flashlight in every room*
 80 • *The key to the Fountain of Youth is to exercise 30 minutes a day.*

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Item 3.C - Kim Parrish - SPCA

Kim Parrish from the SPCA comes to the board to provide updates concerning the new SPCA animal shelter.

- *The new SPCA Animal Shelter should be open by June 2016 and is located at 102 Enterprise Dr. in Elizabeth City, NC.*
- *Camden Rabies Clinic completed 96 vaccinations.*
- *Animal adoption process includes an extensive application process.*
- *All animals will have all vaccinations, a micro-chip and must be spayed and neutered before being adopted.*
- *Help support your SPCA buy purchasing a \$50.00 brick in dedication of a family member or favorite pet.*

Old Business

Item 4.A - Storm Water Drainage Design Manual

Planning Director Dan Porter advises the board that the Public Hearing was held October 5th, 2015 and now he is presenting the manual for adoption by the board.

Commissioner Tom White made a motion to adopted the Storm Water Drainage Design Manual The motion passed 5-0 with Chairman Michael McLain, Vice Chairwoman Sandra Duckwall, Commissioners Tom White, Garry Meiggs and Clayton Riggs voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.

New Business

Item 5.A - Monthly Tax Report

Tax Administrator Lisa Anderson presented the Monthly Tax Report for September 2015.

120

**MONTHLY REPORT OF THE TAX ADMINISTRATOR TO THE
CAMDEN COUNTY BOARD OF COMMISSIONERS
OUTSTANDING TAX DELINQUENCIES BY YEAR**

YEAR--	REAL PROPERTY	PERSONAL PROPERTY
2014	161,140.93	7,263.61
2013	62,561.19	10,159.56
2012	28,839.10	12,720.13
2011	16,531.99	9,990.02
2010	16,619.18	6,416.37
2009	6,999.62	6,061.83
2008	6,133.35	6,252.36
2007	6,056.33	9,594.66
2006	1,996.46	14,453.25
2005	1,690.71	26,367.95
TOTAL REAL PROPERTY TAX UNCOLLECTED		308,568.86
TOTAL PERSONAL PROPERTY UNCOLLECTED		109,279.74
TEN YEAR PERCENTAGE COLLECTION RATE		99.38%
COLLECTION FOR 2015 VS. 2014		15,756.45 VS. 17,961.83

LAST 3 YEARS PERCENTAGE COLLECTION RATE

2014	97.52%
2013	98.96%
2012	99.42%

121

122 *The County Manager Mike Renshaw advised the board of the new Tax Policy and*
123 *Procedures Committee and the need of two commissioners. This committee will*
124 *review and update the Camden County Tax policy and Procedures Manual.*

125

126 *Commissioners Tom white and Clayton Riggs volunteered themselves to service*
127 *on this committee.*

128

129 *Vice Chair Sandra Duckwall made a motion to approve the monthly tax report as*
130 *presented. The motion passed 5-0 with Chairman Michael McLain, Vice*
131 *Chairwoman Sandra Duckwall, Commissioners Tom White, Garry Meiggs and*
132 *Clayton Riggs voting aye; no Commissioner voting no; no Commissioners absent;*
133 *and no Commissioner not voting.*

134

135

136 ***Item 5.B - WWII Coastwise Mariners***

137

138 *On April 20th, 2015 the board approved Resolution No. 2015-04-03 in support of*
139 *an alternative method of recognition for veteran status to WWII coastwise*
140 *merchant mariners.*

141

142 *Mr. Don Horton comes to the board presenting the status of this issue and*
143 *requests the board again support recognition of the WW II coastwise (barge &*
144 *tugboat) merchant mariners by letter of support.*

145

146 *Commissioner Garry Meiggs made a motion to direct staff to draft a letter of*
147 *support. The motion passed 5-0 with Chairman Michael McLain, Vice*
148 *Chairwoman Sandra Duckwall, Commissioners Tom White, Garry Meiggs and*
149 *Clayton Riggs voting aye; no Commissioner voting no; no Commissioners absent;*
150 *and no Commissioner not voting.*

151

152

153

154 ***Item 5.C - Amendment to approved Ordinance No. 2015-06-03 – Proposed***
155 ***amendments to Chapter 151 (Unified Development Ordinance) of the Camden***
156 ***County Code Ordinances***

157

158 *Planning Director Dan Porter advises that in his discussions with John Gerber*
159 *(State NFIP Coordinator) (email attached) we have identified additional language*
160 *and modified what was approved to the articles dealing with Floodplain*
161 *Management.*

162

163 *In speaking with County Attorney, he stated that since the approved ordinance*
164 *has not been codified into the Code of Ordinances that it could be brought back*
165 *to the Commission as an amendment to the approved ordinance.*

166

167 *Mandy Todd (State Community Rating System (CRS) Specialist) will be visiting*
168 *Camden on November 13, 2015 to go over Camden's request to become part of*
169 *the Community Rating System.*

170

171

Amendment to
Ordinance No. 2015-06-03

172

173

174

An Ordinance
Amending the Camden County
Code of Ordinances

175

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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 Chapter 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. New language of proposed ordinance shall be shown in italics (italics) and underlined.

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

CHAPTER 151: UNIFIED DEVELOPMENT

§ 151.347 SPECIFIC STANDARDS.

(V) The following standards shall apply to all solar farms located in Camden County:

(1) The minimum lot size for all solar farms shall be five acres.

(2) All structures shall meet the minimum setback for the zoning in which located.

(3) There shall be 50 foot buffer from routine view from public rights of way or adjacent residentially zoned property.

(4) Solar power electric generation structures shall not exceed a height of 25 feet.

(5) The solar farm shall conform to the NAICS 22119 description of a ground mounted solar powered energy system.

(6) The solar farm shall have 12 months to complete decommissioning of the solar facility if no electricity is generated for a continuous period of 12 months. For purposes of this section, this 12-month period shall not include delay resulting from force majeure.

224
225 (7) The County shall periodically request proof of the continuous operation of the
226 solar farm from the applicant/owner. The nature of required evidence shall be
227 determined as a condition of the Special Use Permit.

228
229 (8) Decommissioning shall include removal of solar panels, buildings, cabling,
230 electrical components, roads, and any other associated facilities down to 36 inches below
231 grade.

232
233 (9) Applicant shall provide prior to approval of building permits, an irrevocable
234 letter of credit in favor of the county in an amount equal to the estimated removal cost of
235 the solar facility, less the salvage value of the equipment, which shall be issued by a
236 federally chartered bank with a branch office in northeastern North Carolina at which
237 the letter of credit may be drawn and paid in full in immediately available funds in the
238 event the solar facility owner fails to decommission the solar facility pursuant to the
239 requirements of this section. The estimated cost of removal shall be updated every five
240 (5) years from date of approval for solar farm.

241
242 (10) Disturbed earth shall be graded and re-seeded, unless the landowner
243 requests in writing that the access roads or other land surface areas not be restored.

244
245 (6 11) Solar farms located within FEMA's 100 year flood shall elevate all
246 electrical connections one foot above the base flood elevation (BFE).

247
248 (7 12) All collectors shall be surrounded by a lockable minimum height six
249 foot fence.

250
251
252 **§ 151.380 FLOOD DAMAGE PREVENTION.**

253
254 **§ 151.382 GENERAL PROVISIONS.**

255
256 (A) Lands to which this subchapter applies. This subchapter shall apply to all
257 special flood hazard areas within the county.

258
259 ~~(B) Basis for establishing the special flood hazard areas. The special flood hazard~~
260 ~~areas are those identified by the Federal Emergency Management Agency (FEMA) or~~
261 ~~produced under the Cooperating Technical State (CTS) agreement between the State of~~
262 ~~North Carolina and FEMA in its Flood Hazard Boundary Map (FHBM) or Flood~~
263 ~~Insurance Study (FIS) and its accompanying flood maps such as the Flood Insurance~~
264 ~~Rate Map(s) (FIRM) and/or the Flood Boundary Floodway Map(s) (FBFM), for Camden~~
265 ~~County dated October 5, 2004, which, with accompanying supporting data, and any~~
266 ~~revision thereto, including letters of map amendment or revision, are adopted by~~
267 ~~reference and declared to be a part of this subchapter. The special flood hazard areas~~
268 ~~also include those defined through standard engineering analysis for private~~
269 ~~developments or by governmental agencies, but which have not yet been incorporated in~~

270 ~~the FIRM. This includes, but is not limited to:~~

271

272 ~~———— (1) Detailed flood data generated as a requirement of § 151.383 of this~~
 273 ~~subchapter;~~

274

275 ~~———— (2) Preliminary FIRMs where more stringent than the effective FIRM; or~~

276

277 ~~———— (3) Post disaster flood recovery maps.~~

278

279 (B) The Special Flood Hazard Areas are those identified under the Cooperating
 280 Technical State (CTS) agreement between the State of North Carolina and FEMA in its
 281 FIS dated October 5, 2004 for Camden County and associated DFIRM panels, including
 282 any digital data developed as part of the Flood Insurance Study, which are adopted by
 283 reference and declared a part of this ordinance. Future revisions to the FIS and DFIRM
 284 panels that do not change flood hazard data within the jurisdictional authority of
 285 Camden County are also adopted by reference and declared a part of this ordinance.

286

287 (C) Establishment of Floodplain Development Permit. A Floodplain Development
 288 Permit shall be required in conformance with the provisions of this subchapter prior to
 289 the commencement of any development activities within special flood hazard areas as
 290 determined in § 151.382(B).

291

292 **§ 151.383 ADMINISTRATION.**

293

294 (F) Corrective procedures.

295

296 (3) Order to take corrective action. If, upon a hearing held pursuant to the
 297 notice prescribed above, the Floodplain Administrator shall find that the building or
 298 development is in violation of the Flood Damage Prevention Ordinance, he or she shall
 299 issue an order in writing to the owner, requiring the owner to remedy the violation within
 300 a specified time period, not ~~less~~ to exceed than 60 days. Where the Floodplain
 301 Administrator finds that there is imminent danger to life or other property, he or she may
 302 order that corrective action be taken in such lesser period as may be feasible.

303

304

305 **§ 151.384 GENERAL STANDARDS.**

306

307 (A) In all Special Flood Hazard Areas the following provisions are required:

308

309 (1) All new construction and substantial improvements shall be anchored to
 310 prevent flotation, collapse, or lateral movement of the structure.

311

312 (2) All new construction and substantial improvements shall be constructed
 313 with materials and utility equipment resistant to flood damage.

314

315 (3) All new construction or substantial improvements shall be constructed by

CAMDEN COUNTY BOARD OF COMMISSIONERS
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316 *methods and practices that minimize flood damages.*

317

318 *(4) Electrical, heating, ventilation, plumbing, air conditioning equipment, and*
319 *other service facilities shall be designed and/or located so as to prevent water from*
320 *entering or accumulating within the components during conditions of flooding. These*
321 *include but are not limited to HVAC equipment, water softener units, bath/kitchen*
322 *fixtures, ductwork, electric meter panels/boxes, utility/cable boxes, appliances (i.e.,*
323 *washers, dryers, refrigerator, etc.), hot water heaters, electric outlets/switches.*

324

325

326 *(B) Specific standards. In all Special Flood Hazard Areas where Base Flood*
327 *Elevation (BFE) data has been provided, as set forth in § 151.382(B), or § 151.383, the*
328 *following provisions are required:*

329

330 *(1) Residential construction. New construction or substantial improvement of*
331 *any residential structure (including manufactured homes) shall have the reference level,*
332 *including basement, elevated no lower than the regulatory flood protection elevation, as*
333 *defined in § 151.600, Definitions.*

334

335 *(2) Non-residential construction. New construction or substantial improvement*
336 *of any commercial, or industrial, or other non-residential structure shall have the*
337 *reference level, including basement, elevated no lower than the regulatory flood*
338 *protection elevation. Structures located in A and AE Zones may be floodproofed to the*
339 *regulatory flood protection elevation in lieu of elevation provided that all areas of the*
340 *structure below the required flood protection elevation are watertight with walls*
341 *substantially impermeable to the passage of water, using structural components having*
342 *the capability of resisting hydrostatic and hydrodynamic loads and the effect of*
343 *buoyancy. A registered professional engineer or architect shall certify that the standards*
344 *of this subsection are satisfied. Such certification shall be provided to the official as set*
345 *forth in § 151.383(B)(3).*

346

347

(3) Manufactured homes.

348

349 *(a) New or replacement manufactured homes shall be elevated so that the*
350 *reference level of the manufactured home is no lower than the regulatory flood protection*
351 *elevation, as defined in § 151.600, Definitions.*

352

353 *(b) Manufactured homes shall be securely anchored to an adequately*
354 *anchored foundation to resist flotation, collapse, and lateral movement in accordance*
355 *with the State of North Carolina Regulations for Manufactured/Mobile Homes, 1995*
356 *Edition, and any revision thereto adopted by the Commissioner of Insurance pursuant to*
357 *G.S. § 143-143.15 or a certified engineered foundation. Additionally, when the elevation*
358 *would be met by an elevation of the chassis 36 inches or less above the grade at the site,*
359 *the chassis shall be supported by reinforced piers or other foundation elements of at least*
360 *equivalent strength. When the elevation of the chassis is above 36 inches in height, an*
361 *engineering certification is required.*

362
363 (c) All foundation enclosures or skirting shall be in accordance with §
364 151.383(B)(4).

365
366 (d) An evacuation plan must be developed for evacuation of all residents of
367 all new, substantially improved or substantially damaged manufactured home parks or
368 subdivisions located within flood prone areas. This plan shall be filed with and approved
369 by the Floodplain Administrator and the local emergency management coordinator.

370
371 (4) Elevated buildings. Enclosed areas, of new construction or substantially
372 improved structures, which are below the regulatory flood protection.

373
374 (a) Shall not be designed or used for human habitation, but shall only be
375 designed and used for parking of vehicles, building access, or limited storage of
376 maintenance equipment used in connection with the premises. Access to the enclosed
377 area shall be the minimum necessary to allow for parking of vehicles (garage door) or
378 limited storage of maintenance equipment (standard exterior door), or entry to the living
379 area (stairway or elevator). The interior portion of such enclosed area shall not be
380 partitioned or finished into separate rooms, except to enclose storage areas;

381
382 (b) Shall be constructed entirely of flood resistant materials below the
383 regulatory flood protection elevation;

384
385 (c) Shall include measures to automatically equalize hydrostatic flood
386 forces on exterior walls by allowing for the entry and exit of floodwaters. To meet this
387 requirement, the foundation must either be certified by a professional engineer or
388 architect or meet the following minimum design criteria:

389
390 1. Provide a minimum of two openings on different sides of each
391 enclosed area subject to flooding;

392
393 2. The total net area of all openings must be at least one square inch
394 for each square foot of each enclosed area subject to flooding;

395
396 3. If a building has more than one enclosed area, each area must
397 have openings on exterior walls to allow floodwater to enter directly;

398
399 4. The bottom of all required openings shall be no higher than one
400 foot above the adjacent grade;

401
402 5. Openings may be equipped with screens, louvers, or other opening
403 coverings or devices, provided they permit the automatic flow of floodwaters in both
404 directions.

405
406 6. Foundation enclosures:
407

408 a. *Made of vinyl or other flexible skirting are not considered an*
409 *enclosure for regulatory purposes, and, therefore, does not require openings.*

410
411 b. *Made of masonry or wood underpinning, regardless of*
412 *structural status, are considered an enclosure and therefore require openings as outlined*
413 *above.*

414
415 (5) *Additions/improvements.*

416
417 (a) *Additions and/or improvements to pre-FIRM structures whereas the*
418 *addition and/or improvements in combination with any interior modifications to the*
419 *existing structure:*

420
421 1. *Are not a substantial improvement, the addition and/or*
422 *improvements must be designed to minimize flood damages and must not be any more*
423 *non-conforming than the existing structure.*

424
425 2. *Are a substantial improvement, both the existing structure and the*
426 *addition and/or improvements must comply with the standards for new construction.*

427
428 (b) *Additions to post-FIRM structures with no modifications to the existing*
429 *structure shall require only the addition to comply with the standards for new*
430 *construction.*

431
432 (c) *Additions and/or improvements to post-FIRM structures whereas the*
433 *addition and/or improvements in combination with any interior modifications to the*
434 *existing structure:*

435
436 1. *Are not a substantial improvement, the addition and/or*
437 *improvements only must comply with the standards for new construction.*

438
439 2. *Are a substantial improvement, both the existing structure and the*
440 *addition and/or improvements must comply with the standards for new construction.*

441
442 (d) *Where a fire wall or independent perimeter load-bearing wall is*
443 *provided between the addition and the existing building, the addition(s) shall be*
444 *considered a separate building and only the addition must comply with the standards for*
445 *new construction.*

446
447 (6) *Recreational vehicles. Recreational vehicles placed on sites within a*
448 *Special Flood Hazard Area shall either:*

449
450 (a) *Be on site for fewer than 180 consecutive days and be fully licensed*
451 *and ready for highway use (a recreational vehicle is ready for highway use if it is on its*
452 *wheels or jacking system, is attached to the site only by quick disconnect type utilities and*
453 *has no permanently attached additions); or*

454
455 (b) Meet all the requirements for new construction, including anchoring
456 and elevation requirements of § 151.383(B) and § 151.384(A) and (B)(3).

457
458 (7) Temporary non-residential structures. Prior to the issuance of a floodplain
459 development permit for a temporary structure, applicants must submit to the Floodplain
460 Administrator a plan for the removal of such structure(s) in the event of a hurricane,
461 flash flood or other type of flood warning notification. The following information shall
462 be submitted in writing to the Floodplain Administrator for review and written approval:

463
464 (a) A specified time period for which the temporary use will be permitted.
465 Time specified should be minimal with total time on site not to exceed one year;

466
467 (b) The name, address, and phone number of the individual responsible for
468 the removal of the temporary structure;

469
470 (c) The time frame prior to the event at which a structure will be removed
471 (i. e. minimum of 72 hours before landfall of a hurricane or immediately upon flood
472 warning notification);

473
474 (d) A copy of the contract or other suitable instrument with a trucking
475 company to insure the availability of removal equipment when needed; and

476
477 (e) Designation, accompanied by documentation of a location outside the
478 Special Flood Hazard Area, to which the temporary structure will be moved.

479
480 (8) Accessory structures. When accessory structures (sheds, detached garages,
481 etc.) are to be placed within a Special Flood Hazard Area, the following criteria shall be
482 met:

483
484 (a) Accessory structures shall not be used for human habitation (including
485 work, sleeping, living, cooking or restroom areas) and shall not be temperature
486 controlled;

487
488 (b) Accessory structures shall be designed to have low flood damage
489 potential;

490
491 (c) Accessory structures shall be constructed and placed on the building
492 site so as to offer the minimum resistance to the flow of floodwaters;

493
494 (d) Accessory structures shall be firmly anchored in accordance with this
495 subchapter or by bolting the building to a concrete slab or by over the top ties. When
496 bolting to a concrete slab, one-half inch bolts six feet on center with a minimum of two
497 per side shall be required. If over the top ties are used a minimum of two ties with a
498 force adequate to secure the building is required; and

499

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500 (e) All service facilities such as electrical ~~and heating~~ equipment shall be
501 installed in accordance with § 151.384(A)(4); and

502

503 (f) Openings to relieve hydrostatic pressure during a flood shall be
504 provided below regulatory flood protection elevation in conformance with §
505 151.384(B)(4)(a).

506

507 (g) An accessory structure with a footprint less than 150 square feet that
508 satisfies the criteria outlined above, does not require an elevation or floodproofing
509 certificate. ~~Elevation or floodproofing certifications are required for all other accessory~~
510 ~~structures in accordance with §151.383(B)(3).~~

511

512 (e) Accessory structures over 150 square feet and up to 1000 square feet or
513 less with a value of less than \$15K may be permitted below the base flood elevation as
514 defined in §151.600 (Definitions) provided they satisfy the criteria outlined above.

515

516 (f) Accessory structures greater than 1000 square feet shall meet the elevation
517 requirements as defined in §151.600 (Definitions) or flood proofing requirements set for
518 the in §151.383(B)(3).

519

520 Adopted by the Board of Commissioners for the County of Camden this 3rd day of
521 August, 2015.

522 Commissioner Clayton Riggs made a motion to re-approve Ordinance No. 2015-
523 06-03 with additional amendments. The motion passed 5-0 with Chairman
524 Michael McLain, Vice Chairwoman Sandra Duckwall, Commissioners Tom
525 White, Garry Meiggs and Clayton Riggs voting aye; no Commissioner voting no;
526 no Commissioners absent; and no Commissioner not voting.

527

528

529 **Item 5.D - Personnel Policy Changes**

530

531 Human Resources Specialist Stephanie Jackson presented the recommended
532 changes to the Camden County Personnel Policy as proposed by the Personnel
533 Committee Meeting which was held on October 8th. Committee members
534 consisted of Vice Chairman Duckwall, Commissioner Riggs, HR Specialist
535 Stephanie Jackson and the County Manager Mike Renshaw.

536

537 The County Attorney John Morrison has reviewed and approves of the
538 recommended revisions.

539

540 (a) The changes to Article VI. Conditions of Employment as proposed to
541 specify the spouse, sibling, child or parent.

542
543 (b) *The changes to Article XI. Grievance Procedure and Adverse Action*
544 *Appeal to add an appeal process after County Manager decision and to*
545 *add a step for department heads to follow.*

546 *After much discussion the board directed staff to amend the language of the*
547 *proposed changes to Article XI Grievance Procedure and Adverse Action and*
548 *present both Articles VI and XI to the board in a future meeting for approval.*
549

550
551 **Board Appointments**

552
553 ***Item 6.A - Adult Care Home Community Advisory Committee***

554
555 *Staff has received a request to reappoint Ruth White and Jasmine White to the*
556 *following two members to serve the Camden County Community Advisory*
557 *Committee for an additional 2 year term.*

558
559 *Commissioner Tom White made a motion to reappoint re-appoint Ruth White*
560 *and Jasmine White to serve the Camden County Adult Care Home Community*
561 *Advisory Committee for an additional 2 year term to expire 10/28/2017. The*
562 *motion passed 5-0 with Chairman Michael McLain, Vice Chairwoman Sandra*
563 *Duckwall, Commissioners Tom White, Garry Meiggs and Clayton Riggs voting*
564 *aye; no Commissioner voting no; no Commissioners absent; and no*
565 *Commissioner not voting.*
566

567
568 **Consent Agenda**

569
570 *Vice Chair Sandra Duckwall made a motion to amend the Consent Agenda by*
571 *removing Item 7.G - Set Public Hearing – Special Use Permit Preliminary Plat*
572 *Green Meadows – 9 lot Major Subdivision (UDO 2013-10-01) from the Consent*
573 *Agenda and place in Other Business as Item 11.A - Set Public Hearing – Special*
574 *Use Permit Preliminary Plat Green Meadows – 9 lot Major Subdivision (UDO*
575 *2013-10-01) for discussion. The motion passed 5-0 with Chairman McLain, Vice*
576 *Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom*
577 *White voting aye; no Commissioner voting no; no Commissioner absent; and no*
578 *Commissioner not voting.*
579

580 *Commissioner Garry Meiggs made a motion to approve the consent agenda as*
 581 *amended. The motion passed 5-0 with Chairman Michael McLain, Vice*
 582 *Chairwoman Sandra Duckwall, Commissioners Tom White, Garry Meiggs and*
 583 *Clayton Riggs voting aye; no Commissioner voting no; no Commissioners absent;*
 584 *and no Commissioner not voting.*

586
 587 ***Item 7.A - Draft Minutes – September 8th, 2015***

588
 589 *A copy of the draft minutes are kept on file in the Clerk’s office.*

590
 591
 592 ***Item 7.B - Budget Amendments – BA007***

593
 594 *This Budget Amendment is made to remit 10% retainage and final invoice for*
 595 *2015 Revaluation.*

596

ACCT NUMBER	DESCRIPTION OF ACCT	INCREASE	DECREASE
Expenses			
704200-545000	Contracted Services	\$36,748.13	
704200-599900	Fund Reserves		\$36,748.13

597
 598 *This will result in a decrease of \$0 in the Contingency of the General Fund.*

599
 600 *Balance in Contingency \$40,000.00*

601
 602
 603
 604 ***Item 7.C - Tax Collection Report***

605

Tax Collection Report				
September 2015				
Day	Amount	Amount	Name of Account	Deposits
1	507.00			507.00
2	2,697.18			2,697.18
3	6,394.05		\$1,428.68 -Refund	6,394.05
4	1,904.94		\$0.62 -Refund	1,904.94
8	17,752.16		\$ 28.37-Refund / \$.04-Over	17,752.16
9	26,979.09		\$76.99 -Refund	26,979.09
10	243.00			
	26,423.21	14,108.61		40,531.82

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11	15,634.76	29,648.46		
	14,126.15			59,409.37
14	15,018.24	19,398.93		
	30,099.12	38,731.54		
	9,701.21		\$10.00-Short	112,949.04
15	16,143.27	21,252.75		
	10,437.67		\$417.32-Refund/\$1.00 -Short	47,833.69
16	17,785.94	19,084.14		
	21,702.42			58,572.50
17	16,293.44	26,519.06		42,812.50
18	34,175.39	21,588.04	\$2.27 -Refund	55,763.43
21	22,516.56	40,723.75		
	33,800.70		\$0.36 -Refund	97,041.01
22	28,736.60	6,462.48	\$267.00 -Refund	35,199.08
23	28,247.95	9,827.84		38,075.79
24	30,965.53	8,140.34		39,105.87
25	1,783.50			
	25,930.35	6,367.73		32,298.08
28	24,446.92	20,916.08		
	15,336.41			60,699.41
29	12,733.64			12,733.64
30	18,009.90	7,817.37		25,827.27
	290.37			
	6,059.97			6,059.97
	\$532,876.64	\$290,587.12		\$821,146.89
				\$823,463.76
	\$823,463.76			
	-\$2,221.61	Refund		
	-\$0.04	Over		
	\$11.00	Shortage		
	0.00			
	\$821,253.11			

606

607

608

609

610

Item 7.D - Tax Refunds, Pickups, & Releases

<i>Refunds</i>	<i>Remit To</i>	<i>Reference</i>	<i>Drawer/Transaction Info</i>
\$113.64	BUCCHINO, MATTHEW	2015 R 01-7997-00-85-1120.0000	20150915 1 220292
\$267.00	FIDELITY NATIONAL TITLE AGENCY	2015 R 01-7080-00-73-3233.0000	20150922 1 220704
\$303.61	ROBERTSON, PAULINE	2015 R 01-7090-00-39-4356.0000	20150915 1 220396
\$701.99	WFG LENDER SERVICES, LLC	2015 R 03-8953-04-50-5032.0000	20151015 1 221478

\$1,386.24	Total Refunds	
-------------------	----------------------	--

611

<i>NAME</i>	<i>REASON</i>	<i>TYPE NO.</i>
<i>Tracy Swain</i>	<i>\$3,422.67 Roil back tax</i>	<i>Pick/Up-18119 Multiple-2012-2015</i>
<i>Jesse Grumbles</i>	<i>\$136.55 Mobile home removed</i>	<i>Pick/Up-18137 R-90418-15</i>
<i>Danson's Grant Homeowners' Association</i>	<i>\$240.49 Adjustment- value correction as per Bob of Pearson Appraisal</i>	<i>Pick/Up-18118 R-90040-15</i>
<i>Danson's Grant Homeowners' Asso.ciation</i>	<i>\$132.64 Adjustment- value correction as Bob of Pearson Appraisal</i>	<i>Pick/Up-18117 R-90041-15</i>
<i>Gilbert Wayne Overton</i>	<i>\$192.66 Turned plates</i>	<i>Pick/Up-18101 R-93303-15</i>
<i>Clarence M. Richardson, Jr.</i>	<i>\$151.19 Adjustment - value correction</i>	<i>Pick/Up-18100 R-88879-15</i>

612

613

614

615 ***Item 7.E - Tax Authorization to Collect (December Renewals)***

616

617 ***STATE OF NORTH CAROLINA***

618 ***COUNTY OF CAMDEN***

619

620 ***TO: The Tax Administrator of Camden County December Ren. Due 01/15/16***
 621 ***(NEW SYSTEM)***

622

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

631

632

<i>SOUTH MILLS</i>	<i>COURTHOUSE</i>	<i>SHILOH</i>	<i>TOTAL</i>
---------------------------	--------------------------	----------------------	---------------------

633	12,324.81	18,047.93	9,790.11	40,162.85
-----	-----------	-----------	----------	-----------

634

635

636 ***Item 7.F - Set Public Hearing: Ordinance No. 2015-10-01 - Proposed amendments***
637 ***to Chapter 151 (Unified Development Ordinance) of the Camden County***
638 ***Code Ordinances***

639

640 *New state law prohibits the placement of Design Standards (Article 151.069) on*
641 *single family dwellings and modular homes.*

642

643 *With the possible adoption of Camden's Drainage Manual some of the*
644 *requirements exceed those stated in the Unified Development Ordinance. The*
645 *proposed amendment's addresses those requirements and clarifies existing*
646 *language in the Unified Development Ordinance.*

647

648 *Set public hearing for November 16, 2015.*

649

650

651 ***Item 7.G - Set Public Hearing – Special Use Permit Preliminary Plat Green***
652 ***Meadows – 9 lot Major Subdivision (UDO 2013-08-04)***

653

654 *Removed*

655

656

657 ***Item 7.H - Surplus Property – Sherriff's***

658

659 *Sheriff's office has two vehicles and a safe to surplus. Two vehicles are requested*
660 *to be posted on Gov Deals. The safe is being requested to do an exchange for*
661 *ammunition of equal value. Descriptions are attached.*

662

663 ***SHERIFF'S OFFICE***

664 *Item: 2006 FORD EXPEDITION SPECIAL SERVICE VEHICLE*

665 *Disposal Method: SELL*

666 *Suggested Value: 5,000*

667 *Reason for surplus: REMOVED FROM FLEET*

668

669 ***SHERIFF'S OFFICE***

670 *Item: 2007 DODGE CHARGER POLICE VEHICLE*

671 *Disposal Method: SELL*

672 *Suggested Value: 2,500*

673 *Reason for surplus: REMOVED FROM FLEET*

674

675 *SHERIFF'S OFFICE*676 *Item: CANNON WIDE BODY 64 GUN SAFE*677 *Disposal Method: SELL*678 *Suggested Value: 500*679 *Reason for surplus: NOT NEEDED*

680

681

682 *Item 7.I - Surplus Property – Maintenance*

683

684 *Fleet vehicle has been wrecked and totaled by the insurance company. Gov Deals*
685 *auction is requested.*

686

687 *MAINTENANCE OFFICE*688 *Item: 2010 CHEVY MALIBU*689 *Disposal Method: GOV DEALS*690 *Suggested Value: 3,000*691 *Reason for surplus: WRECKED*692

693

694

695 *Item 7.J - Surplus Property – Extension*

696

697 *Extension Director requests to surplus two out of date monitors and one CPU.*

698

699 *EXTENSION*700 *Item: DELL MONITOR AND TOWER*701 *Disposal Method:*702 *Suggested Value:*703 *Reason for surplus: Using state leased computers*

704

705 *EXTENSION*706 *Item: Acer Monitor*707 *Disposal Method:*708 *Suggested Value:*709 *Reason for surplus: Using state leased computers*

710

711

712

713

714

715

Commissioner's Report

717

718 *Commissioner Garry Meiggs mentioned the following items of interest:*

- 719 •
- Albemarle Regional Health Services is moving along and he is looking*
-
- 720
- forward to things to come.*

721

722 *Chairman Michael McLain mentioned the following items of interest:*

- 723 •
- ABC Audit is included in this board packet*

- 724 •
- The Trillium board gave themselves health Insurance for life and he*
-
- 725
- would like to send a resolution opposing it.*

- 726 ▪
- After some discussion, the consensus of the board was to get*
-
- 727
- all the facts first.*

- 728 •
- The Red Cross is giving out free Smoke Detectors*

- 729 •
- Medicare open enrollment is in process.*

- 730 ○
- The Senior Center and the Extension Office are certified to assist in*
-
- 731
- helping people find the plan that is right for you.*

- 732 ○
- IRS Scam – The IRS calls no one.*

733

734 *Commissioner Clayton Riggs mentioned the following items of interest:*

- 735 •
- Attended the “Darkness to Light” child sex abuse training and points out*
-
- 736
- that there is a link on the home page of the Camden County website for*
-
- 737
- free training for everyone until the end of the year.*

- 738 ○
- Commissioner Tom White urged all parents and grandparents to*
-
- 739
- take the training.*

740

741

County Manager's Report

743

744 *County Manager Mike Renshaw had the following items to report:*

745

- 746 •
- New Hire - Ronda Mathews was hired as a county custodian*

- 747 ▪
- Ms. Mathews background info;*

- 748 ▪
- 10 yrs. in the Coast Guard as the training manager for*
-
- 749
- housekeeping*

- 750 ▪
- 3 ½ yrs. in the Marine Corp as a police officer*

- 751 ▪
- 3 ½ yrs. in the Jacksonville police department*

- 752 •
- Golden Leaf Foundation - Open Grant*

CAMDEN COUNTY BOARD OF COMMISSIONERS

Regular Meeting – November 2nd, 2015

- 753 ○ *Golden Leaf Vice President, Mr. Ted Lord confirmed the proposed*
 754 *Core Area WWTP Project meets the scope of the Open Grant and*
 755 *has invited the county to submit a “Letter of Inquiry”.*
 756 ○ *The County submitted the “Letter of Inquiry” last week and hopes*
 757 *to hear from The Golden Leaf Foundation board in December if we*
 758 *have been invited to apply.*
 759 ○ *The County’s application is requesting an award of \$200,000 for*
 760 *water and sewer infrastructure in the proposed core area WWTP.*

Recess Commissioner's Meeting

761
 762
 763 *Chairman McLain recessed the Board of Commissioner meeting to go into a*
 764 *meeting of the South Camden Water and Sewer District Board of Director.*

***SOUTH CAMDEN WATER & SEWER DISTRICT
 BOARD OF DIRECTORS***

765
 766
 767
 768
 769 ***SCWSD Call to Order***

770
 771 *Chairman McLain called to order the November 2nd, 2015 meeting of the South*
 772 *Camden Water and Sewer District Board of Directors, at 8:05 PM.*

773
 774 ***SCWSD Public Comments***

775
 776 *None*

777
 778 ***SCWSD Consideration of Agenda***

779
 780 *Commissioner Tom White made a motion to accept the agenda as presented. The*
 781 *motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall,*
 782 *Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no*
 783 *Commissioner voting no; no Commissioner absent; and no Commissioner not*
 784 *voting.*

785
 786
 787 ***SCWSD Consent Agenda***

788
 789 *Commissioner Tom White made a motion to approve the Consent Agenda as*
 790 *presented. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra*

791 *Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting*
792 *aye; no Commissioner voting no; no Commissioner absent; and no Commissioner*
793 *not voting.*

794

795 *A. Draft Minutes – September 8th, 2015*

796

797 *A copy of the draft minutes is maintained in the Clerk’s office.*

798

799 *B. SCWSD – Monthly Report*

800

801 *Monthly Work Order Statistics Report*

802 *Period: October 2015*

803

	<i>Submitted Work Orders</i>	<i>Completed Work Orders</i>	<i>Percentage Completed</i>	<i>Incomplete Work Orders</i>
<i>Water Collection/Distribution</i>	<i>182</i>	<i>182</i>	<i>100%</i>	<i>0</i>
<i>Sewer</i>	<i>7</i>	<i>7</i>	<i>100%</i>	<i>0</i>

804

805 *Water Line: 48*

806 *Sewer Line: 12*

807 *Water & Sewer, same ticket: 6*

808

809 *Public Works Director Notes/Comments: Ten work orders were reviewed to*
810 *insure work was completed and documented correctly.*

811

812 *SCWSD New Business*

813

814 *A. South Mills Water Association Reimbursement Request*

815

816 *Public Works Director David Credle received a call in May from Mr. Freddie*
817 *O’Neil, the property owner at 1401 North Hwy 343 stating he had a water leak*
818 *caused by the sewer install. The Public works staff met at the property and after*
819 *two hours of digging the leak was not found. The owner suggested if the county*
820 *would dig the trench, he would install a new line. After getting this approved by*
821 *the county manager, they dug the trench and the owner installed new water line.*

822

823

824 *South Mills Water association gave Mr. O'Neil a leak adjustment for the leak and*
 825 *has asked if the County would reimburse them for the leak.*

826 *Commissioner Clayton Riggs made a motion to approve the South Mills Water*
 827 *Association Reimbursement Request of \$218.12. The motion passed 5-0 with*
 828 *Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs,*
 829 *Clayton Riggs and Tom White voting aye; no Commissioner voting no; no*
 830 *Commissioner absent; and no Commissioner not voting.*

831

832 **SCWSD Adjourn**

833

834 *Chairman Michael McLain asked if there were any other matters to come before*
 835 *the South Camden Water and Sewer District Board of Directors, hearing none,*
 836 *Chairman McLain adjourned the South Camden Water and Sewer District Board*
 837 *of Directors meeting and reconvened the Camden County Board of*
 838 *Commissioners Meeting at 8:17 PM.*

839

840 ***Reconvene Commissioner's Meeting***

841

842 **Information from Board and Staff**

843

844 *The following items were provided to the Board for their information, and a copy*
 845 *of these items is maintained in the Clerk's office.*

846

- 847 *A. FY 2014-2015 ABC Report*
- 848 *B. Camden Food Pantry*
- 849 *C. Camden Sales Tax Report*
- 850 *D. North Carolina's September Employment Figures*
- 851 *E. Trillium - Gov Board Packet 10-22-15*
- 852 *F. Library Monthly Report - September*
- 853 *G. Sheriff's Monthly Report - September*
- 854 *H. Register of Deeds - September*
- 855 *I. Albemarle RC&D Fall Newsletter*

856

857 *Chairman Michael McLain mentions that in Item 6.C Camden Sales Tax Report*
 858 *there is a larger than normal sales tax collection.*

859

860 *Finance officer Stephanie Humphries advised that she spoke with the North*
 861 *Carolina Department of Revenue and that it was a collection from a large sales*
 862 *tax audit.*

863

864

865 **Other Matters**

866

867 ***Item 11.A - Set Public Hearing – Special Use Permit Preliminary Plat Green***
868 ***Meadows – 9 lot Major Subdivision (UDO 2013-10-01).***

869

870 *Vice Chair Sandra Duckwall would like to have a discussion about holding the*
871 *public hearing on December 1st per the request heard during public comments*
872 *from Christie Hall. She calls on Planning Director Dan Porter to come forward*
873 *with any legal requirements as to holding a quasi-judicial hearing.*

874

875 *Planning Director Dan Porter comes forward with the following comments;*

876

- 877
- *The case has to be heard within a reasonable amount of time*
 - 878 • *The planning board has 60 days to present it to the Board of Commissioners from*
879 *the time they receive it*
 - 880 • *Once the meeting date is set, it must be advertised, post it and send notice to the*
881 *property owners within 100 ft.*
 - 882 • *The hearing must be advertisement not less than 10 days or more than 25 days*
883 *before the public hearing date*
 - 884 • *Many of the residents attended the planning board meeting and*

885 *The County Attorney John Morrison advises the importance of understanding*
886 *that this public hearing is a Quasi-Judicial hearing. Meaning it is a legal and not*
887 *a political process and whether it is popular or unpopular is totally irrelevant.*
888 *The board will have to make their decision based on sworn testimony.*

889

- 890
1. *Has the developer met the requirements of the Unified Development Ordinance?*
 - 891 2. *Will the development present issues of public health safety and welfare?*
 - 892 3. *Will the development devalue adjacent property?*

893 *As this property has already been rezoned, it is now a legal proceeding.*
894 *Therefore, it is not permissible to contact the commissioners. They must base*
895 *their decision on competent evidence heard only during the hearing. Those who*
896 *oppose the development must have specific evidence that is relevant and not just*
897 *an opinion based on dislike. Certain evidence will require expert opinion.*898 *The board must keep in mind that as the citizens have rights the developer also*
899 *has rights.*

900

CAMDEN COUNTY BOARD OF COMMISSIONERS
Regular Meeting – November 2nd, 2015

901 *Vice Chair Sandra Duckwall made a motion to approve holding the Public*
902 *Hearing for the Special Use Permit Preliminary Plat Green Meadows – 9 lot*
903 *Major Subdivision (UDO 2013-10-01) Green Meadows on November 16th, 2015.*
904 *The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall,*
905 *Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no*
906 *Commissioner voting no; no Commissioner absent; and no Commissioner not*
907 *voting.*

908

909

910 ***Meeting Adjourned***

911

912 *At 8:25 PM, Chairman McLain asked if there were any other matters to come*
913 *before the Board of Commissioners, hearing none, and by acclamation the*
914 *meeting was adjourned.*

915

916

917

918

Chairman P. Michael McLain

919

Camden County Board of Commissioners

920 *ATTEST:*

921

922

923

924 *Angela L. Wooten*

925 *Clerk to the Board*

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 7.B

Consent Agenda

Meeting Date: January 19, 2016

Attachments: 2

Submitted By: Tax Office

ITEM TITLE: Tax Refunds Pickups & Releases

MOTION MADE BY:	
M. McLain	
G. Meiggs	
S. Duckwall	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
M. McLain	
G. Meiggs	
S. Duckwall	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SUMMARY:

Refunds Pickups & Releases

RECOMMENDATION:

Review & Approve

Refunds over \$100.00



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Report Date 1/4/2016 4:49:14 PM

Payee Name	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
CALVERT, JIMMY OLIVER JR	CALVERT, SHERRI LYNN	928 S SANDY HOOK RD		SHILOH, NC 27974	Proration	0028737045	BDA9447	AUTHORIZED	39623588	Refund Generated due to proration on Bill #0028737045-2015-2015-0000-00	Tag Surrender	12/21/2015	12/29/2015 3:19:37 PM	1843	Tax	(\$105.52)	\$0.00	(\$105.52)
														2	Tax	(\$1.55)	\$0.00	(\$1.55)
																	Refund	\$107.07

Submitted by Lisa S. Anderson Date 1-5-16
 Lisa S. Anderson, Tax Administrator Camden County

Approved by _____ Date _____
 P. Michael McLain, Chairman Camden County Board of Commissioners

NAME	REASON	TYPE NO.
James E. Nash	\$467.78 Release - Equipment- caught fire in 2006	Pick/up - 18514 P-3151-2007
Winton Edward Gillespie	\$186.81 Adjustment - value correction	Pick/up - 18520 R-92619 - 2015
Simeon W. Williams	\$275.35 Adjustment - correction made as per Bob	Pick/up - 18535 R-94118 - 2015
Jimmy Oliver Calvert, Jr.	\$107.07 Refund - Turned in plates	Pick/up - 18543 28737045 - new
Glen & Sheila Gordon	\$1,471.08 Adjustment - correction made as per Bob	Pick/up - 18545 R-90357 - 2015
Mary M. Gordon	\$1,378.90 Adjustment - correction made as per Bob	Pick/up - 18546 R-90363 - 2015
Ronald B. Bradshaw	\$395.88 Adjustment - correction key punch error	Pick/up - 18547 R-89774 - 2015
Michael Carey Riggs	\$874.67 Adjustment -Roll back taxes-R-03 8972 00 39 9550	Pick/up - 18501 Multiple bills
Stacy M. & Trisha A. Wilkins	\$446.20 Adjustment - value correction	Pick/up - 18508 R-91821- 2015

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 7.C

Consent Agenda

Meeting Date: January 19, 2016

Attachments: 1

Submitted By: Tax Office

ITEM TITLE: Authorization to Collect

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SUMMARY:

Authorization to Collect – March renewals

RECOMMENDATION:

Review & Approve

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County March Ren. Due 04/15/16 (NEW SYSTEM)

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
20,134.34	22,171.98	11,104.18	53,410.50


Witness my hand and official seal this _____ day of _____

Chairman, Camden County Board of Commissioners

Attest:

Clerk to the Board of Commissioners of Camden County

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



Tax Administrator of Camden County

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 7.D

Consent Agenda

Meeting Date: January 19, 2016
Attachments: 1
Submitted By: Sheriff

ITEM TITLE: Surplus Property

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SUMMARY:

Request for surplus property

RECOMMENDATION:

Approve Request

Surplus Property Request

Requested by:

Sell **Dispose**

Department:

Item:

Disposal Method:

Suggested Value:

Reason for surplus:

Manager Approval

Disposal Method:

Value:

Comments:

Board Approval

Approved/Denied:

Date:

Final Disposition Date:

Method:

Amount:

Purchased by:

Item Description

1993 BMY 5 Ton Military truck, Green in color, miles 14,878, Vin # 23A/3184-NL15H6, 6 cylinder diesel engine. Over all condition good.



**Camden County
South Camden Water & Sewer District**

AGENDA ITEM SUMMARY SHEET

Item Number **4.A**

Consent Agenda

Meeting Date: **1/19/2016**
Attachments: **1 (3 Pages)**
Submitted By: **Angie Wooten, Clerk**

ITEM TITLE: **Draft Meeting Minutes**

SUMMARY:

November 2, 2015

RECOMMENDATION:

Review & Approve

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

SOUTH CAMDEN WATER & SEWER DISTRICT
Regular Meeting – November 2nd, 2015

SOUTH CAMDEN WATER & SEWER DISTRICT
BOARD OF DIRECTORS
Regular Meeting
November 2nd, 2015
7:00 P.M. - Regular Meeting
Historic Courtroom, Courthouse Complex
Camden, North Carolina

MINUTES

The South Camden Board of Directors meet during the regular meeting of the Camden County Board of Commissioners held on November 2nd, 2015 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:

Chairman P. Michael McLain, Vice Chairwoman Sandra Duckwall,
Commissioners Garry Meiggs, Clayton Riggs and Tom White;

The following county staff was also in attendance:

County Manager Michael Renshaw, County Attorney John Morrison and Clerk to the Board Angela L. Wooten and Public Works Director David Credle

SCWSD Call to Order

Chairman McLain called to order the November 2nd, 2015 meeting of the South Camden Water and Sewer District Board of Directors, at 8:05 PM.

SCWSD Public Comments

None

SCWSD Consideration of Agenda

Commissioner Tom White made a motion to accept the agenda as presented. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

SCWSD Consent Agenda

Commissioner Tom White made a motion to approve the Consent Agenda as presented. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall,

SOUTH CAMDEN WATER & SEWER DISTRICT
Regular Meeting – November 2nd, 2015

46 Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no
47 Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

48

49 A. Draft Minutes – September 8th, 2015

50

51 A copy of the draft minutes is maintained in the Clerk's office.

52

53 B. SCWSD – Monthly Report

54

55 Monthly Work Order Statistics Report
56 Period: October 2015
57

	Submitted Work Orders	Completed Work Orders	Percentage Completed	Incomplete Work Orders
Water Collection/Distribution	182	182	100%	0
Sewer	7	7	100%	0

58

59 Water Line: 48

60

Sewer Line: 12

61

Water & Sewer, same ticket: 6

62

63 Public Works Director Notes/Comments: Ten work orders were reviewed to insure
64 work was completed and documented correctly.

65

66 SCWSD New Business

67

68 A. South Mills Water Association Reimbursement Request

69

70 Public Works Director David Credle received a call in May from Mr. Freddie O'Neil, the
71 property owner at 1401 North Hwy 343 stating he had a water leak caused by the sewer
72 install. The Public works staff met at the property and after two hours of digging the
73 leak was not found. The owner suggested if the county would dig the trench, he would
74 install a new line. After getting this approved by the county manager, they dug the
75 trench and the owner installed new water line.

76

77

78 South Mills Water association gave Mr. O'Neil a leak adjustment for the leak and has
79 asked if the County would reimburse them for the leak.

80

81 Commissioner Clayton Riggs made a motion to approve the South Mills Water
82 Association Reimbursement Request of \$218.12. The motion passed 5-0 with Chairman
McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and

SOUTH CAMDEN WATER & SEWER DISTRICT
Regular Meeting – November 2nd, 2015

83 Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no
84 Commissioner not voting.

85

86

87

88 SCWSD Adjourn

89

90 Chairman Michael McLain asked if there were any other matters to come before the
91 South Camden Water and Sewer District Board of Directors, hearing none, Chairman
92 McLain adjourned the South Camden Water and Sewer District Board of Directors
93 meeting and reconvened the Camden County Board of Commissioners Meeting at 8:17
94 PM.

95

96

97

98

99

100

Chairman Michael McLain
Camden County Board of Commissioners

101

102 ATTEST:

103

104

105

106 Angela L. Wooten
107 Clerk to the Board

**Camden County
South Camden Water & Sewer District**

AGENDA ITEM SUMMARY SHEET

Item Number **4.B**

Meeting Date: **1/19/2016**

Attachments: **1 (1 Page)**

Submitted By: **David Credle,
Public Works Manager**

ITEM TITLE: **Monthly Water & Sewer Department Update**

SUMMARY:

Monthly Water & Sewer Department update

RECOMMENDATION:

Approval

MOTION MADE BY:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

South Camden Water & Sewer Board

Monthly Work Order Statistics Report

Period: December 2015

	<i>Submitted Work Orders</i>	<i>Completed Work Orders</i>	<i>Percentage Completed</i>	<i>Status of Uncompleted Work Orders</i>
Water Collection/Distribution	68	68	100%	0
Sewer	6	6	100%	0

	<i>Water Line</i>	<i>Sewer Line</i>	<i>Water & Sewer</i>
Locates	29	4	6

Public Works Director Notes/Comments:

- On 12/24 the Water Treatment Plant had a variable frequency drive fail during a thunderstorm. The utility power was on and off a couple of times during the storm and apparently the power surged enough to damage the VFD for the interstage pump on R/O train 2. A new VFD has been ordered and is scheduled to be installed /programed on Jan/14/2016.
- 10 work orders were reviewed to insure work was completed and documented correctly.

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 10.A-F

INFORMATION

Meeting Date: January 19th, 2016
Attachments: 6
Submitted By: Various Department Heads

ITEM TITLE: INFORMATION

SUMMARY:

- A. Monthly Report – Sheriff
- B. County & Municipality Fees
- C. Monthly Report – Register of Deeds
- D. Sales Tax Revenue
- E. Hyde County Resolution
- F. Monthly Reports - EMS

RECOMMENDATION:

MOTION MADE BY:	
M. McLain	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
VOTE:	
M. McLain	
G. Meiggs	
S. Duckwall	
C. Riggs	
T. White	
ABSENT	
RECUSED	

Camden County Sheriff's Office Monthly Stats December-16

Date		Property Crimes	Breaking & Entering	Larceny	Crimes Against Persons	Animal Control Calls	Assaults	Mental Commit.	Drug Arrests
Current:	15-Dec	3	2	4	5	33	5	3	0
Last Month:	15-Nov	5	4	7	3	34	2	2	1
Last Year:	14-Dec	5	1	0	5	41	0	2	1
Traffic Offense	Other Arrest	Juvenile Arrest	Total Arrest	Reports	Papers Served	Armed Robbery	Calls Answered	Building Checks	Avg. Jail Population
122	12	0	134	168	70	0	1,570	265	
164	6	0	171	215	51	0	1,458	385	0
63	9	0	73	100	106	0	717	332	0

Calls Answered:	1,570
Average:	50.6

Calls for Service 2015:	14,326
Calls for Service 2014:	9876
Calls for Service 2013:	12335

Trainings

Firearms

PROGRAM: UARFEE1B
RUN DATE: 12/31/15
RUN TIME: 21:18:36

ADMINISTRATIVE OFFICE OF THE COURTS
FINANCIAL MANAGEMENT SYSTEM
COUNTY AND MUNICIPALITY FEES
FOR THE PERIOD 01/01/15 THROUGH 12/31/15
(FYE-CNTY/MUNC)

COUNTY FEES FOR: 140 CAMDEN CSC

DESCRIPTION	ACCOUNT	ACCOUNT DESCRIPTION	ACCOUNT TOTAL	FEE TOTAL
FACILITY FEES	22110	COUNTY FACILITY FEES - SC CRIMINAL	392.76	
	22120	COUNTY FACILITY FEES - SC CIVIL	144.00	
	22130	COUNTY FACILITY FEES - SC SPEC	108.00	
	22140	COUNTY FACILITY FEES - SC ESTATES	351.00	
	22210	COUNTY FACILITY FEES - DC CRIMINAL	16,902.03	
	22220	COUNTY FACILITY FEES - DC CIVIL	1,540.80	
	22320	COUNTY FACILITY FEES - MG CIVIL	723.60	
	22420	COUNTY FACILITY FEES - APP CRIM	310.43	
COUNTY FEES-INTEREST	22410	COUNTY FACILITY FEES - INTEREST	13.27	13.27
OFFICER FEES	22500	COUNTY OFFICER FEES	7,752.48	
	22515	CIVIL PROC FEE - COUNTY	1,593.00	9,345.48
JAIL FEES	22600	COUNTY JAIL FEES	1,634.51	
	22620	POST-TRIAL JAIL FEES - COUNTY	1,807.45	3,441.96
FINES & FORFEITURES	22700	FINES - COUNTY	48,627.01	
	22800	FORFEITURES - COUNTY	3,705.34	52,332.35
TOTAL COUNTY FEES				85,605.68

FILED
 2016 JAN -4 A 9 43
 CAMDEN CO., C.S.C.
 20,472.62 BY _____

END

001/001
CAMDEN CLERK OF COURT
01/04/2016 10:40 FAX 2523364001

01/04/2016 PC: Fax Camden Co. Manager 331-7831

Camden County Register of Deeds: Tammie Krauss
December, 2015 Daily Deposit

DATE	NC CHILDREN TRUST	NC DOM. VIO. FUND	STATE REV. STAMPS	COUNTY REV. STAMPS	RETIREMENT	AUTO FUND	STATE TREASURY	ROD GENERAL	TOTAL
12/01/15	\$ -	\$ -			\$ 2.78	\$ 16.42	\$ 31.00	\$ 134.85	\$ 185.05
12/02/15	\$ -	\$ -	\$ 338.10	\$ 351.90	\$ 3.52	\$ 22.65	\$ 31.00	\$ 177.83	\$ 925.00
12/03/15	\$ -	\$ -	\$ 774.69	\$ 806.31	\$ 2.09	\$ 13.23	\$ 18.60	\$ 105.88	\$ 1,720.80
12/04/15	\$ -	\$ -	\$ -	\$ -	\$ 4.45	\$ 30.08	\$ 31.00	\$ 231.57	\$ 297.10
12/07/15	\$ -	\$ -	\$ -	\$ -	\$ 3.31	\$ 21.90	\$ 24.80	\$ 170.99	\$ 221.00
12/08/15	\$ -	\$ -	\$ -	\$ -	\$ 3.18	\$ 22.31	\$ 24.80	\$ 161.71	\$ 212.00
12/09/15	\$ -	\$ -	\$ -	\$ -	\$ 1.23	\$ 6.85	\$ 12.40	\$ 61.52	\$ 82.00
12/10/15	\$ -	\$ -	\$ -	\$ -	\$ 0.16	\$ 1.04	\$ -	\$ 9.40	\$ 10.60
12/11/15	\$ 5.00	\$ 30.00	\$ 1,149.05	\$ 1,195.95	\$ 12.78	\$ 76.44	\$ 117.80	\$ 609.88	\$ 3,196.90
12/14/15	\$ -	\$ -	\$ 264.60	\$ 275.40	\$ 2.61	\$ 17.27	\$ 24.80	\$ 129.32	\$ 714.00
12/15/15	\$ -	\$ -	\$ 515.48	\$ 536.52	\$ 4.14	\$ 26.75	\$ 43.40	\$ 201.71	\$ 1,328.00
12/16/15	\$ 5.00	\$ 30.00	\$ 37.24	\$ 38.76	\$ 3.72	\$ 21.05	\$ 24.80	\$ 163.43	\$ 324.00
12/17/15	\$ -	\$ -	\$ -	\$ -	\$ 2.85	\$ 19.47	\$ 18.60	\$ 149.08	\$ 190.00
12/18/15	\$ 5.00	\$ 30.00	\$ 137.20	\$ 142.80	\$ 12.94	\$ 75.00	\$ 130.20	\$ 609.91	\$ 1,143.05
12/21/15	\$ -	\$ -	\$ 20.09	\$ 20.91	\$ 2.93	\$ 16.83	\$ 37.20	\$ 138.44	\$ 236.40
12/22/15	\$ -	\$ -	\$ 277.34	\$ 288.66	\$ 6.89	\$ 45.52	\$ 37.20	\$ 369.64	\$ 1,025.25
12/28/15	\$ -	\$ -	\$ -	\$ -	\$ 5.43	\$ 37.17	\$ 37.20	\$ 282.20	\$ 362.00
12/29/15	\$ -	\$ -	\$ -	\$ -	\$ 1.71	\$ 8.75	\$ 24.80	\$ 78.74	\$ 114.00
12/30/15	\$ -	\$ -	\$ 224.42	\$ 233.58	\$ 5.31	\$ 33.21	\$ 55.80	\$ 259.68	\$ 812.00
12/31/15					\$ 1.55	\$ 10.21	\$ 12.40	\$ 78.84	\$ 103.00
									\$ -
									0.00
									0.00
									\$ -
TOTAL	\$ 15.00	\$ 90.00	\$ 3,738.21	\$ 3,890.79	\$ 83.58	\$ 522.15	\$ 737.80	\$ 4,124.62	\$ 13,202.15

Ledger Report - Fee Distribution

TAMMIE KRAUSS, REGISTER OF DEEDS

Camden County, NC

12/1/2015 - 12/31/2015

NC Children's Trust Fund	\$15.00
NC Domestic Violence Fund	\$90.00
State Revenue Stamp	\$3,738.21
County Revenue Stamp	\$3,890.79
Land Transfer Fee	\$0.00
Floodplain Map Fund	\$0.00
Supplemental Retirement	\$83.58
ROD Automation Fund	\$522.15
Dept Of Cultural Resources	\$0.00
Vital Records Fund	\$0.00
State General Fund	\$0.00
State Treasurer Amount	\$737.80
ROD General Fund	\$4,124.62
Total Distribution For Period	\$13,202.15

Cash Total	\$452.00
Check Total	\$12,750.15
Pay Account Total	\$0.00
Overpayment Total	\$0.00
Total Deposit For Period	\$13,202.15

Total Escrow Change \$0.00

					Finance	6-Jan-16									
2015-2016															
SALES TAX - REVENUE COLLECTION REPORT															
	July*	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted	
Art. 39	\$47,938	\$115,595	\$30,156	\$49,667	\$36,908								\$280,264	\$565,000	
Art. 40	\$22,581	\$38,611	\$16,843	\$22,402	\$18,396								\$118,833	\$425,000	
Art. 42	\$11,220	\$24,478	\$7,847	\$11,471	\$9,023								\$64,039	\$125,000	
Art. 44	\$2	\$20,549	\$2	\$6	\$0								\$20,560		
Totals	\$81,741	\$199,233	\$54,847	\$83,547	\$64,328	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$483,696		
Total Budgeted														\$1,115,000	
SALES TAX REVENUE- SCHOOL CAPITAL RESERVE FUND															
	July*	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted	
Art. 40	\$17,256	\$16,547	\$15,215	\$15,586	\$14,584								\$79,187	\$160,000	
Art. 42	\$34,511	\$36,716	\$30,430	\$31,171	\$29,167								\$161,996	\$190,000	
Totals	\$51,767	\$53,264	\$45,645	\$46,757	\$43,751	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$241,183		
Total Budgeted														\$350,000	
Grand	\$133,508	\$252,497	\$100,492	\$130,304	\$108,079	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$724,879	\$1,465,000	
<i>*Amended</i>															
2014-2015															
SALES TAX - REVENUE COLLECTION REPORT															
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted	
Art. 39	\$44,058	\$42,111	\$22,402	\$52,255	\$54,114	\$41,782	\$53,444	\$43,525	\$43,288	\$45,900	\$44,030	\$42,237	\$529,146	\$525,000	
Art. 40	\$38,988	\$34,814	\$35,370	\$33,479	\$35,220	\$34,201	\$41,563	\$31,886	\$30,973	\$32,613	\$34,850	\$37,517	\$421,476	\$360,000	
Art. 42	\$10,488	\$9,928	\$6,185	\$12,046	\$12,308	\$9,971	\$12,478	\$10,325	\$10,146	\$10,713	\$10,240	\$10,172	\$125,000	\$125,000	
Art. 44	\$53	\$2	\$2	\$3	-\$3	\$0	\$0	-\$11	\$36	-\$11	\$0	\$0	\$71		
Totals	\$93,587	\$86,855	\$63,959	\$97,783	\$101,639	\$85,954	\$107,484	\$85,725	\$84,444	\$89,214	\$89,121	\$89,927	\$1,075,692		
Total Budgeted														\$1,010,000	
SALES TAX REVENUE- SCHOOL CAPITAL RESERVE FUND															
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted	
Art. 40	\$16,709	\$14,920	\$15,158	\$14,348	\$15,094	\$14,658	\$17,813	\$13,666	\$13,274	\$13,977	\$14,936	\$16,079	\$180,631	\$150,000	
Art. 42	\$15,732	\$14,892	\$9,278	\$18,069	\$18,462	\$14,957	\$18,717	\$15,488	\$15,220	\$16,069	\$15,360	\$15,257	\$187,501	\$175,000	
Totals	\$32,441	\$29,812	\$24,436	\$32,417	\$33,556	\$29,615	\$36,529	\$29,153	\$28,494	\$30,046	\$30,296	\$31,336	\$368,132		
Total Budgeted														\$325,000	
Grand	\$126,029	\$116,668	\$88,395	\$130,200	\$135,196	\$115,569	\$144,014	\$114,879	\$112,938	\$119,260	\$119,417	\$121,263	\$1,443,824	\$1,335,000	
Notes: 8-2015 includes a lump sum payment for an audit creating a higher than usual sales tax payment.															

**A RESOLUTION
CONDEMNING THE ACTION
OF THE NORTH CAROLINA MARINE FISHERIES COMMISSION
TO USE THE SUPPLEMENT PROCESS TO RESTRICT SOUTHERN FLOUNDER**

WHEREAS, during their November 2015 meeting at Jennette's Pier, the North Carolina Marine Fisheries Commission (NCMFC) approved using a controversial "Supplement Process" to close down most of the state's fishing for southern flounder; and

WHEREAS, the established procedure for responsible fisheries governance is through the use of a Fisheries Management Plan (FMP), which is designed to incorporate peer reviewed science, stakeholder input, and other pertinent facts to establish fisheries policies in a deliberate, open, and transparent way; and

WHEREAS, instead of relying on a thoroughly vetted Amendment Process to the southern flounder Fisheries Management Plan, the NCMFC chose instead to invoke the use of the Supplement Process in spite of the fact that there is no scientific evidence to support such a drastic measure that will have draconian consequences; and

WHEREAS, when the NCMFC adopted the Supplement Process they violated and misused the statutory authority granted them in NCGS 113-182.1 which requires that the NCMFC provide a position on the supplement based on science from the Division of Marine Fisheries or from independent experts; and

WHEREAS, the North Carolina Marine Fisheries Commission also chose to ignore the will of the people as expressed in resolutions it received prior to their November meeting from the Counties of Bertie, Camden, Carteret, Currituck, Dare, Hyde, Pasquotank, and Tyrrell opposing the use of the Supplement Process to restrict southern flounder; and

WHEREAS, the arbitrary and capricious action taken by NCMFC at its November 2015 meeting threatens to harm North Carolina's commercial fishermen by depriving them of a traditional source of income that is fundamental to sustaining local economies throughout North Carolina's coastal communities without cause; and

WHEREAS, the Hyde County Board of Commissioners stands ready to vigorously support our Working Watermen in their efforts to prevent the implementation of the Supplement Process and asks all coastal communities to join in this endeavor; and

WHEREAS, the Hyde County Board of Commissioners calls on the North Carolina Marine Fisheries Commission to determine if any changes are in fact needed for the southern flounder Fisheries Management Plan through the established Amendment Process whereby scientific and accurate stock assessment can properly be determined with the benefit of peer review and public input from all stakeholders including elected officials of coastal communities and commercial fishermen.

NOW, THEREFORE, BE IT RESOLVED, that the Hyde County Board of Commissioners strongly urges the North Carolina Marine Fisheries Commission to immediately suspend the use of the Supplement Process for southern flounder and undertake a deliberate, thoughtful, and methodical review of the Fisheries Management Plan to determine what, if any, changes are needed based on peer reviewed science and stakeholder input.

BE IT FURTHER RESOLVED, that the Hyde County Board of Commissioners calls on all coastal communities to adopt similar resolutions supporting North Carolina's working watermen who vitally depend on the southern flounder fishery to provide jobs, generate incomes, provide a freshly caught public trust resource to the tables of North Carolina families, and bolster the economy of North Carolina.

This the 4th day of January, 2016



Earl Pugh, Jr.

Earl Pugh, Jr., Chairman

Attest:

Lois Stotesberry

Lois Stotesberry, Clerk to the Board

Emergency Medical Services Board Agenda

January 13, 2016

- Approval of Minutes
- EMS Nurse Liaison's Report
- Rescue Squad Report
- Medical Director's Report
- County Manager's Report
 - Pasquotank County
 - Camden County
- EMS Department Report
- New Business
- Closed Session
- Adjournment

**EMS Board Minutes
December 9, 2015**

The Pasquotank-Camden Emergency Medical Services Board meeting was held on Wednesday, December 9, 2015, at the Pasquotank-Camden EMS Administrative Building.

Mr. Chris Ayers called the meeting to order at 2:02 p.m.

Members Present:

Frankie Meads
Garry Meiggs
Tom White
Chris Ayers

Members Absent:

Jeff Dixon
Sue Meads (Excused)
Mike Straka or Sam Furia (Excused)

Others Present:

Michael Renshaw
Rodney Bunch
Jerry Newell
Nettie Marshall
Deborah Holland
Kelley Schweers
Jack Boyce

The minutes from the November meeting were reviewed. Mr. Tom White made a motion to accept the minutes. Mr. Garry Meiggs seconded the motion. The motion carried.

Sentara Albemarle Medical Center:

- Ms. Kelley Schweers provided handouts regarding stats for EMS call volume, recent initiatives, nursing updates, hospital initiatives, and patient experiences.
- CCNC has pulled out their contract with Trillium and ECU for mental health services and gave the hospital less than a month's notice to find an alternative.
- Ms. Schweers stated that CCNC still provides some services so they may be renewing a contract directly with CCNC but a decision has not yet been made.
- Ms. Schweers provided a handout regarding stroke screening as attached.
- In regards to safety, Ms. Schweers stated that there is a new protocol called "Phase Two" that helps employees be aware that there is a situation going on in or around the hospital and prevents them from going into or being a part of that situation.

Rescue Squad:

- Mr. Chris Ayers stated that they will be starting a new EMT class.
- New people have applied to be observers on the squad.

Medical Director:

- None

County Managers:

- None

EMS Department:

- Mr. Jerry Newell provided the Financial Report along with the Revenue/Expenditure report. Overall this year, call volume appears to be up a total average of about 6% from last year.
- Mr. Newell stated that call volume for November of 2015 is 14.5% above the call volume of November 2014.
- Mr. Jack Boyce and Mr. Jerry Newell demonstrated how the new LUCAS Device (automated CPR device) and McGrath Video Laryngoscope device that were purchased with grant funding and are being used on calls in situations of cardiac arrest.

New Business:

- None

Closed Session:

- None

With no further business to discuss, Mr. Garry Meiggs made a motion to adjourn the meeting. Mr. Tom White seconded the motion. The motion carried.

The meeting was adjourned at 2:32 p.m. The next EMS Board Meeting is scheduled for Wednesday January 13, 2016 at 2:00 p.m. in the conference room of the EMS Administrative Building.

**Monthly Report
for
December 2015**

Ambulance Responses:	MTD 2015-2016	MTD 2014-2015	YTD 2015-2016	YTD 2014-2015	
Total Responses	986	1101	5926	5754	
Camden County	68	78	394	353	
Blackwater	0	0	0	0	
Pasquotank County	698	819	4279	4254	
Albemarle Hospital	220	204	1253	1147	
Advanced Life Support	296	269	1850	1591	
Basic Life Support	456	607	2734	2967	
Treatment/No Tx	3	1	35	24	Emergency Transports
Patient Refusal	97	115	617	568	89
Cancelled Enroute	54	43	283	216	
Standby-Event	4	3	40	40	Non-Emergency Transports
Standby-Helo	0	0	0	0	
Standby-Fire	12	11	58	49	290
Mutual Aid	0	0	4	4	
Miscellaneous	64	52	305	295	
	986	1101	5926	5754	
<hr/>					
Accounts Receivable:	MTD		YTD		LYYTD
A/R Beginning Balance	\$ 1,838,483.87	+			
Patient Billings	\$ 431,266.30	+	\$ 2,561,111.50		\$ 2,363,603.00
Refunds	\$ 1,670.01	+	\$ 13,336.34		\$ 11,102.39
Patient Credits	\$ 258,092.35	-	\$ 1,459,229.77		\$ 1,344,692.92
Ins. Contract Adj.	\$ 126,940.14	-	\$ 734,902.41		\$ 647,408.61
Write Off's	\$ 16,433.53	-	\$ 173,286.67		\$ 309,526.62
Late PCR's		+			
Adjustment	\$ 2,628.73	+			
A/R Ending Balance	<u>\$ 1,872,582.89</u>		LYMTD		\$ 1,724,343.80
Deposits to Finance Office	\$ 172,565.25	+	\$ 156,877.31		
Recovery from Bad Debt	\$ 56.81	-			
Misc. Revenue	\$ 80.00	-			
A/R Payment to Finance	\$ 85,663.91	+			
Adjustment Added	\$ -	+			
Adjustment Subtracted	-	-			
Total	<u>\$ 258,092.35</u>				

Notes:
Mileage, ins adj

Pasquotank-Camden EMS FY 2016 Projections

Month	FY 2016 Call Volume	FY 2016 Collections	FY 2016 Expenditures
July	1019	\$202,625	\$520,509
August	1065	\$235,353	\$355,308
September	942	\$285,146	\$445,030
October	935	\$253,499	\$365,071
November	979	\$224,514	\$426,222
December	986	\$255,614	\$333,128
January			
February			
March			
April			
May			
June			
Encumbrances			\$44,458
FY 2015 Actual Totals	5926	\$1,456,751	\$2,489,726
FY 2015 Projections	10080	\$2,730,600	\$4,339,450
<i>% of projections</i>	<i>59%</i>	<i>53%</i>	<i>57%</i>