



CAMDEN COUNTY
NORTH CAROLINA • USA

Boundless Opportunities.

BOARD OF COMMISSIONERS

**August 07, 2023
7:00 PM**

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

Special accommodations for the disabled who attend public meetings can be made by contacting the Clerk to the Board 24 hours in advance at 252-338-6363, Ext. 311.

Please silence cell phones.

Agenda

**Camden County Board of Commissioners
August 07, 2023; 7:00 PM
Camden Public Library - Boardroom
118 Hwy 343 North**

Call to Order

Closed Session - Discuss personnel and consult with the County Attorney.

Reconvene Board of Commissioners

Invocation & Pledge of Allegiance

Pastor Bill Blake, Old Trap Methodist Church

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

ITEM 2. Conflict of Interest Disclosure Statement

ITEM 3. Presentations (For discussion and possible action)

A. Employee Recognition - Beverly Fonville

ITEM 4. 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 5. Public Hearings

A. Public Hearing for Text Amendment to the Camden County Code of Ordinances - Amber Curling

ITEM 6. New Business (For discussion and possible action)

A. Tax Report - Lisa Anderson

B. Well Site 4 Bids and Contract Award - Chuck Jones

ITEM 7. Board Appointments (For discussion and possible action)

- A. Library Board

Recess to South Camden Water & Sewer District Board of Directors

Reconvene Board of Commissioners

ITEM 8. Consent Agenda

- A. BOC Meeting Minutes
- B. Budget Amendments
- C. School Budget Amendments
- D. Pickups, Releases & Refunds
- E. Refunds Over \$100.00
- F. Tax Collection Report
- G. Vehicle Refunds Over \$100.00
- H. Tourism Development Authority Bylaws Update
- I. Annual Agreement for Home & Community Care Block Grant
- J. NC Dept. of Health and Human Services Request

ITEM 9. County Manager's Report

ITEM 10. Commissioners' Reports

ITEM 11. Information, Reports & Minutes from Other Agencies

- A. Register of Deeds Report
- B. Library Report
- C. NC Forest Service Annual Report
- D. New High School Progress Report

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

ITEM 13. Adjourn



CAMDEN COUNTY
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Boundless Opportunities.

Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Presentations

Item Number: 3.A
Meeting Date: August 07, 2023
Submitted By: Beverly Fonville,
Human Resources
Prepared by: Karen Davis

Item Title **Employee Recognition**

Attachments:

Summary:

Staff that have reached milestone employment anniversaries will be recognized with service pins.



CAMDEN COUNTY
NORTH CAROLINA • USA

Boundless Opportunities.

Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Public Hearings

Item Number: 5.A
Meeting Date: August 07, 2023

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

Item Title **Public Hearing - Text Amendment to the Camden County Code of Ordinances**

Attachments: AgendaSummary_TextAmendmentPH_2023_08_07
 (DOCX)
 PH_Ordinance_TextAmendment2023_08_07 (002)
 (DOCX)

Agenda summary and supporting documentation attached.

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

Meeting Date: August 8, 2023

Attachments: Ordinance 2023-08-01

Submitted By: Planning Department

Item Title: Public Hearing - Text Amendment to the Camden County Code of Ordinances

Summary:

The attached proposed ordinance presents a text change to the Camden County Unified Development Ordinance. The language change is necessary for clarification of the requirements.

The Text amendment will amend the Camden County Code of Ordinances Chapter 151 for the following Articles:

- Article 3 Zoning Districts: 3.5.2 Working Lands District and 3.5.3 Rural Residential District Dimensional Requirements as follows
- Article 6 Subdivision Requirements: 6.5.2 Conservation Subdivision Applicability
- Article 7 Environmental Provisions: 7.5.2 Open Space Set-Aside Applicability
- Article 5 Development Standards: 5.1.2 Commercial Design Standards

The Planning Board voted unanimously to recommend approval.

Recommendation:

Motion

Approve Ordinance 2023-08-01 Text Amendment to the language of the Camden County Code of Ordinance Chapter 151 for clarification to specific sections of Articles 3, 5, 6, and 7.

Ordinance No. 2023-08-01
UDO No. 2023-04-032
An Ordinance
Amending the Camden County Code of Ordinances
Camden County, North Carolina

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

Article I: Purpose

The purpose of this Ordinance is to amend Chapter 151 of the Camden County Code of Ordinances of Camden County, North Carolina, which was originally adopted by the County Commissioners on January 1, 1998, and subsequently revised February 4, 2019 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, underlined, and highlighted (*italics*).

Article III:

- Amending Camden County Code of Ordinances, Chapter 151 specifically:
 - Article 3 Zoning Districts: 3.5.2 Working Lands District and 3.5.3 Rural Residential District Dimensional Requirements
 - Article 6 Subdivision Requirements: 6.5.2 Conservation Subdivision Applicability
 - Article 7 Environmental Provisions: 7.5.2 Open Space Set-Aside Applicability
 - Article 5 Development Standards: 5.1.2 Commercial Design Standards

3.5.2.WORKING LANDS (WL) DISTRICT

<h1 style="margin: 0;">WL</h1> <h1 style="margin: 0;">Working</h1> <h1 style="margin: 0;">Lands</h1>	A. Purpose Statement		
	<p>The Working Lands (WL) district is established to accommodate agriculture, agriculturally-related uses, and limited forms residential development at very low densities in rural portions of the County. The district is primarily intended to preserve and protect bona fide farms and resource lands for current or future agricultural use as well as to protect the rural character of the area. One of the primary tools for character protection is the requirement to configure residential subdivisions <i>when</i> of more than five <i>five or more</i> lots <i>are created</i> as conservation subdivisions. The conservation subdivision approach seeks to minimize the visibility of new residential development from adjacent roadways through proper placement and screening, and allows farmers to capture a portion of the land's development potential while continuing to farm. Conservation subdivisions allow a portion of a tract or site to be developed with single-family detached homes while the balance of the site is left as conservation or agricultural land. The district also accommodates a wide range of agricultural and agricultural-related uses like "agri-tourism" as well as service and support uses to the rural community, including day care, educational uses, public safety facilities, parks, and utility features.</p>		
B. Dimensional Requirements			
#	STANDARD TYPE	REQUIREMENTS FOR TRADITIONAL DEVELOPMENT	REQUIREMENTS FOR CONSERVATION SUBDIVISIONS [1]
A	Minimum Development Size (acres)	N/A	10

Attachment: PH_Ordinance_TextAmendment2023_08_07 (002) (Public Hearing - Text Amendment to the Camden County Code of Ordinances)

B	Maximum Residential Density (units/acre)	0.2	1
C	Minimum Lot Area (acres)	5	1
D	Minimum Lot Width (feet) [2] [8]	300	60
E	Maximum Lot Coverage (% of lot area) [3]	24	72
F	Minimum Open Space (% of development size) [4]	None	50
G	Minimum Front Setback (feet)	50	20
H	Minimum Corner Side Setback (feet)	50	20
I	Minimum Interior Side Setback (feet)	25	10
J	Minimum Rear Setback (feet)	25	15
K	Minimum Distance Between Buildings, Front-to-Back (feet) [5]	20	10
L	Minimum Distance Between Buildings, Side-to-Side (feet) [5]	15	5
M	Minimum Accessory Building Setback (feet)	10	3
N	Minimum Setback from Agricultural Activity (feet) [6]	50	50
O	Maximum Building Height (feet)	35 [7]	35

NOTES:

- [1] Residential developments of **when** five or more lots **are created** shall be configured as a conservation subdivision in accordance with the standards in Section 6.5 Conservation Subdivision.
- [2] Lots on a cul-de-sac street shall maintain a minimum frontage of 35 feet and shall maintain 80 percent of the required minimum lot width at a point located 50 feet from the street right-of-way edge.
- [3] The maximum lot coverage may be increased with approval from NCDEQ and compliance with all applicable stormwater management requirements.
- [4] Applied to residential subdivisions and nonresidential developments.
- [5] Applied in cases where there are two or more principal buildings on the same lot.
- [6] Setback is applied from the perimeter of agricultural activity occurring on the same or an adjacent lot.
- [7] Maximum building height may be increased to 50 feet for agricultural or agricultural-related uses.
- [8] Transfer Plats shall maintain a minimum lot width of 125 feet.**

3.5.3. RURAL RESIDENTIAL (RR) DISTRICT

RR Rural Residential		A. Purpose Statement	
		The Rural Residential (RR) district is established to accommodate low density residential neighborhoods and supporting uses on lots near bona fide farms and agricultural areas in the rural portion of the County. The district is intended to accommodate residential development in ways that will not interfere with agricultural activity or negatively impact the rural character of the County. One of the primary tools for character protection is the requirement to configure residential subdivisions when of more than five five or more lots are created as conservation subdivisions. The conservation subdivision approach seeks to minimize the visibility of new residential development from adjacent roadways through proper placement and screening. The district accommodates several differing agricultural uses and single-family detached homes. It also allows supporting uses like educational facilities, parks, public safety facilities, and utilities. District regulations discourage uses that interfere with the development of residential dwellings or that are detrimental to the rural nature of the district.	
C. Dimensional Requirements			
#	STANDARD TYPE	REQUIREMENTS FOR TRADITIONAL DEVELOPMENT	REQUIREMENTS FOR CONSERVATION SUBDIVISIONS [1]
A	Minimum Development Size (acres)	N/A	10
B	Maximum Residential Density (units/acre)	0.5	1
C	Minimum Lot Area (acres)	2	1
D	Minimum Lot Width (feet) [2]	125	60
E	Maximum Lot Coverage (% of lot area) [3]	24	72
F	Minimum Open Space (% of development size) [4]	None	50
G	Minimum Front Setback (feet)	50	20
H	Minimum Corner Side Setback (feet)	50	20
I	Minimum Interior Side Setback (feet)	25	10
J	Minimum Rear Setback (feet)	25	15
K	Minimum Distance Between Buildings, Front-to-Back (feet) [5]	20	10
L	Minimum Distance Between Buildings, Side-to-Side (feet) [5]	15	5
M	Minimum Accessory Building Setback (feet)	10	3
N	Maximum Building Height (feet)	35 [6]	35

NOTES:

- [1] Residential developments of **when** five or more lots **are created** shall be configured as a conservation subdivision in accordance with the standards in Section 6.5 Conservation Subdivision.
- [2] Lots on a cul-de-sac street shall maintain a minimum frontage of 35 feet and shall maintain 80 percent of the required minimum lot width at a point located 50 feet from the street right-of-way edge.
- [3] The maximum lot coverage may be increased with approval from NCDEQ and compliance with all applicable stormwater management requirements.
- [4] Applied to residential subdivisions and nonresidential developments.
- [5] Applied in cases where there are two or more principal buildings on the same lot.
- [6] Maximum building height may be increased to 50 feet for agricultural or agricultural-related uses.

6.5 CONSERVATION SUBDIVISION

6.5.2 APPLICABILITY

A. Type of Development

This conservation subdivision option shall be limited to development of single-family detached residential dwellings on individual lots in subdivisions **when** of more than five **five or more** lots **are created**. The conservation subdivision option shall not be available for any other form of development or use type.

B. Where Required

Single-family detached residential subdivisions **when** of more than five **five or more** lots **are created** in the WL and RR districts shall be configured as conservation subdivisions, in accordance with the standards in this section.

C. Where Allowed

Single-family detached residential subdivisions **when** of more than five **five or more** lots **are created** in the SR and PD districts may be developed as a conservation subdivision, in accordance with the standards in this section.

7.5.2. APPLICABILITY

A. Generally

1. Unless exempted in accordance with Section 7.5.2.C, Exemptions, the standards in this section shall apply to all new development and redevelopment in the County.
2. Redevelopment conducted after February 4, 2019 shall comply with the standards in this section, to the maximum extent practicable, and shall provide its pro rata share of open space set-aside.

B. Conservation Subdivisions

Open space set-asides associated with a conservation subdivision shall be subject to the standards in Section 6.5, Conservation Subdivision, in addition to these standards. In the event of a conflict, the standards in Section 6.5, Conservation Subdivision, shall control.

C. Exemptions

The following forms of development shall be exempted from the standards in this section:

1. Development of an individual single-family dwelling (including manufactured homes) on lots platted prior to February 4, 2019;
2. **Minor** Subdivisions ~~comprised solely of six or fewer lots~~ where all lots **are** intended for single-family detached residential dwellings; and
3. Development located within the CP, LI, and HI districts.

5.1.2. COMMERCIAL DESIGN STANDARDS

D. Design Requirements

3. Building Material Standards

a. Allowable Materials

1. The predominant exterior building materials for nonresidential development shall be of high quality, and may include:

A. Brick;

B. Rock, stone, or tinted and textured concrete masonry units;

C. Natural, decay-resistant, high quality exterior wood siding, shingles, or clapboards;

D. Cementitious siding (sheet or plank);

E. High-quality, architectural metal (stainless steel, copper, brushed nickel, brass, but excluding corrugated metal siding), subject to approval by the Planning Board or the Board of Commissioners; and

F. Transparent glass windows and doors.

2. Suggested pitched roof materials include asphalt shingles, standing seam metal, slate, or similar materials.

3. Artificial materials which closely resemble these materials shall also be allowed, but are subject to approval by the ~~JDO Administrator~~ Board of Commissioners or the Planning Board.

Adopted by the Board of Commissioners for the County of Camden this 7th day of August, 2023.

COUNTY OF CAMDEN

ATTEST

Tiffney White, Chair
Camden County Board of Commissioners

Karen M. Davis
Clerk to the Board of Commissioners



CAMDEN COUNTY
NORTH CAROLINA • USA

Boundless Opportunities.

Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 6.A
Meeting Date: August 07, 2023
Submitted By: Lisa Anderson, Tax Administrator
Taxes
Prepared by: Karen Davis
Item Title **Tax Report**
Attachments: Tax Report (PDF)

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

OUTSTANDING TAX DELINQUENCIES BY YEAR

<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2022	188,738.79	11,172.05
2021	94,882.19	8,131.92
2020	42,818.33	3,390.01
2019	24,506.24	1,819.43
2018	18,355.74	1,080.65
2017	11,434.96	1,289.46
2016	6,922.54	1,035.04
2015	6,123.07	628.26
2014	8,081.16	969.00
2013	6,206.46	4,618.93

Attachment: Tax Report (Tax Report)

TOTAL REAL PROPERTY TAX UNCOLLECTED	408,069.48
TOTAL PERSONAL PROPERTY UNCOLLECTED	34,134.75
TEN YEAR PERCENTAGE COLLECTION RATE	99.51%
COLLECTION FOR 2023 vs. 2022	46,133.06 vs. 17,971.18

LAST 3 YEARS PERCENTAGE COLLECTION RATE

2022	97.96%
2021	98.93%
2020	99.42%

THIRTY LARGEST UNPAID ACCOUNTS

SEE ATTACHMENT "A"

THIRTY OLDEST UNPAID ACCOUNTS

SEE ATTACHMENT "B"

Attachment: Tax Report (Tax Report)

EFFORTS AT COLLECTION IN THE LAST 30 DAYS

ENDING June 2023

BY TAX ADMINISTRATOR

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

Attachment: Tax Report (Tax Report)

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	01-8929-00-34-2503.0000	16,676.06	2	STONEBRIAR COMMERCIAL FINANCE	SOUTH MILLS	
R	02-8943-01-17-4388.0000	11,143.88	2	THOMAS REESE	CAMDEN	301 JAPONICA DR
R	03-8971-00-23-2253.0000	9,306.61	2	ABODE OF CAMDEN, INC.	SHILOH	187 C THOMAS POINT RD
R	02-8934-01-18-8072.0000	7,103.79	2	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	02-8935-02-66-7093.0000	6,782.56	2	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	01-7999-00-62-3898.0000	5,890.92	2	MICHAEL ASKEW	SOUTH MILLS	257 A OLD SWAMP RD
R	03-8962-00-05-0472.0000	5,801.13	2	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	02-8943-01-06-9013.0000	5,760.62	2	JEWEL H. DAVENPORT	CAMDEN	WINDY HEIGHTS DR
R	02-8934-01-29-4617.0000	5,748.12	2	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	03-8943-02-75-4196.0000	5,728.00	2	SHERRILL M PRICE JR	SHILOH	115 COOKS LANDING RD
R	01-7989-00-01-1714.0000	5,589.67	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8945-00-41-2060.0000	5,369.46	2	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	02-8916-00-39-5170.0000	5,319.70	2	DONALD RAY JONES	CAMDEN	670 343 HWY N
R	03-9809-00-24-8236.0000	5,213.35	2	GENE W IRBY	SHILOH	503 SAILBOAT RD
R	03-9809-00-23-4988.0000	5,097.20	2	WANDA H WELLS	SHILOH	104 HIGH RD
R	03-8973-00-53-0748.0000	5,096.48	2	MORRIS L. KIGHT III	SHILOH	142 STANLEY LN
R	02-8954-00-43-8538.0000	4,941.32	2	BILLY ROSS FEREBEE	CAMDEN	237 PALMER RD
R	03-8961-00-68-3593.0000	4,381.87	2	EDWARD LANE MOORE	SHILOH	169 RAYMONS CREEK RD
R	02-8934-04-72-0416.0000	4,155.76	2	PAULINE JETTE	CAMDEN	238 COUNTRY CLUB RD
R	03-8972-00-44-8500.0000	4,137.94	2	ABODE OF CAMDEN INC.	SHILOH	343 HWY S
R	03-8961-00-38-7383.0000	4,010.86	1	DAVID G. REIFEL	SHILOH	160 BAYBREEZE DR
R	02-8935-04-63-0820.0000	3,990.30	1	BELCROSS PROPERTIES, LLC	CAMDEN	197 158 US E
R	02-8934-03-31-9750.0000	3,690.92	1	CAROLYN MCDANIEL	CAMDEN	195 COUNTRY CLUB RD
R	03-8990-00-17-3935.0000	3,352.06	2	KARL L ADCOCK	SHILOH	100 CATALAN DR
R	02-8937-00-50-2005.0000	3,345.97	1	BRENDA MOORE	CAMDEN	197 HERMAN ARNOLD RD
R	03-8971-00-54-7373.0000	3,307.86	2	DWAYNE HARRIS	SHILOH	125 ONE MILL RD
R	01-7090-00-64-6040.0000	3,295.22	1	LINTON RIDDICK	SOUTH MILLS	129 LILLY RD
R	01-7090-00-92-5561.0000	3,244.45	2	MAINSTAY CONSTRUCTION, INC	SOUTH MILLS	GENERALS WAY
R	02-8936-00-23-4750.0000	3,233.58	2	AARON DARNELL CHAMBLEE ET AL	CAMDEN	LAMBS RD
R	01-7080-00-26-2396.0000	3,092.07	1	CHRISTOPHER A. KINDER	SOUTH MILLS	136 DOCK LANDING LP

Attachment: Tax Report (Tax Report)

08/01/23 10:51:11

Delinquencies Top-30 Unpaid

1

Handwritten notes and signatures on the right margin.

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	02-8935-02-66-7093.0000	10	6,782.56	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	01-7989-00-01-1714.0000	10	5,589.67	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8965-00-37-4242.0000	10	3,077.96	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	03-8962-00-04-9097.0000	10	2,988.80	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	01-7999-00-95-3587.0000	10	2,613.78	WALTER TURNER HEIRS	SOUTH MILLS	CAROLINA RD
R	03-8899-00-45-2682.0000	10	2,245.98	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8952-00-95-8737.0000	10	2,233.18	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	10	2,022.09	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7988-00-91-0179.0001	10	2,014.88	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	01-7999-00-12-8596.0000	10	1,943.65	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	03-8943-04-93-8214.0000	10	1,862.04	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7091-00-64-6569.0000	10	1,814.42	CLARENCE D. TURNER JR.	SOUTH MILLS	STINGY LN
R	02-8926-00-13-6839.0000	10	1,407.85	NORTHEASTERN COMMUNITY	CAMDEN	123 TRAFTON RD
R	02-8935-01-07-0916.0000	10	1,202.28	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	02-8936-00-24-7426.0000	10	948.81	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	01-7090-00-60-5052.0000	10	840.78	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	01-7989-04-60-1568.0000	10	806.07	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-90-0938.0000	10	791.77	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	01-7989-04-60-1954.0000	10	786.75	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	01-7080-00-62-1977.0000	10	719.09	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	02-8955-00-13-7846.0000	10	592.37	MARIE MERCER	CAMDEN	IVY NECK RD
R	03-9809-00-33-4725.0000	10	441.32	DENNIS CREASY	SHILOH	SAILBOAT RD
R	03-8980-00-61-1968.0000	10	417.12	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	03-9809-00-53-4358.0000	10	406.96	WILLIAM G. YATES	SHILOH	SAILBOAT RD
R	03-8899-00-36-1568.0000	10	367.55	PETER BUTSAVAGE	SHILOH	HIBISCUS RD
R	03-8962-00-55-5300.0000	10	310.71	OCTAVIA COPELAND HEIRS	SHILOH	457 NECK RD
R	01-7090-00-95-5262.0000	10	307.16	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-9809-00-54-8280.0000	10	306.72	RODNEY STEVEN SPIVEY &	SHILOH	SAILBOAT RD
R	03-8980-00-84-0931.0000	10	293.76	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
R	03-9809-00-66-0120.0000	10	262.25	RANDELL CRIDER	SHILOH	SAILBOAT RD

Attachment: Tax Report (Tax Report)

08/01/23 10:51:14

Delinquencies Top-30 Oldest

1

Read
Attachment & ...

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0002941	2,059.39	2	BARKER'S TRUCKING, INC	SHILOH	108 SASSAFRAS LN
P	0000295	1,126.07	4	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0001709	947.26	6	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0003721	792.00	2	JIMMY'S TRUCKING & HAULING LLC	CAMDEN	127 TRAFTON RD
P	0001721	693.51	2	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD
P	0003192	583.73	1	ROBERT JESSE-ALDERMAN HUDGINS	CAMDEN	409 343 HWY N
P	0001046	543.81	1	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	520.66	10	PAM BUNDY	SHILOH	105 AARON DR
P	0003537	469.87	1	NATHAN MARC SEBURA	CAMDEN	343 HWY N
P	0003513	449.27	1	JULIE PORTER	CAMDEN	431 158 US W
P	0003512	397.83	1	WILLIAM ANTHONY POPE JR	CAMDEN	214 SMITH DR
P	0003907	386.53	2	PAUL DAVID RUSSELL	SOUTH MILLS	114 OTTERS PL
P	0000297	368.21	1	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0003017	337.95	1	MARK STANLEY MICHALSKI	SOUTH MILLS	138 CAROLINA RD
P	0003773	337.89	2	SEVAN NERO BARTLETT	CAMDEN	197 HERMAN ARNOLD RD
P	0003715	314.76	1	CHARLES CHANNING ROTEN	SOUTH MILLS	302 34 HWY N
P	0003415	302.75	2	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0000945	294.86	2	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0003547	292.19	2	NICHOLAS W. STOTTS	CAMDEN	431 158 US W
P	0002902	281.09	2	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0003208	271.52	2	RICKY W JOHNSON	CAMDEN	113 PALMER RD
P	0001545	270.35	2	LOUIS RUGGERI	CAMDEN	390 CAMDEN CSWY
P	0003075	262.38	2	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD
P	0001104	258.76	1	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0003478	253.59	1	JOHN PETER LEARY	SOUTH MILLS	971 343 HWY N
P	0002525	251.35	1	JOSEPH VINCENT CARDYN	SHILOH	260 ONE MILL RD
P	0000772	232.65	2	COSBY BAKER	SOUTH MILLS	114 BINGHAM RD
P	0002643	231.93	1	JASON RYAN MCCALLISTER	SOUTH MILLS	102 COUNTRY MEADOWS
P	0003662	231.58	2	JEFFREY CLAYTON COLLIER	CAMDEN	152 158 US W
P	0000738	226.96	8	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W

Attachment: Tax Report (Tax Report)

08/01/23 10:51:52

Delinquencies Top-30 Unpaid

1

Handwritten notes: "Person" and "Matter in and 'A'"

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001072	10	520.66	PAM BUNDY	SHILOH	105 AARON DR
P	0001709	8	947.26	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0001046	8	543.81	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	8	226.96	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001538	8	216.33	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0001106	8	200.27	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001694	8	128.34	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0000295	7	1,126.07	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000770	7	134.40	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
P	0002921	7	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0000945	6	294.86	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0002468	6	221.37	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
P	0002968	6	202.44	MICHAEL WILLIAM MAINELLO	SOUTH MILLS	237 KEETER BARN RD
P	0001150	6	136.45	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0001689	6	125.28	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
P	0002902	5	281.09	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0001512	5	213.49	JOHN WESLEY BURGESS, JR.	CAMDEN	431 158 USY W
P	0002942	5	100.25	JAMES P. VASILOPOULOS	CAMDEN	346 343 HWY S
P	0003513	4	449.27	JULIE PORTER	CAMDEN	431 158 US W
P	0003415	4	302.75	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0003075	4	262.38	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD
P	0003414	4	199.71	EDWARD A. BILL	CAMDEN	152 158 US W
P	0003096	4	191.26	DANIEL ELWOOD BRIGHT	CAMDEN	109 JUNIPER DR
P	0002978	4	177.22	JONATHAN LEWIS PUGH	SOUTH MILLS	206 MAIN ST
P	0003035	4	173.24	ROBERT HENRY LEE	SHILOH	121 BEECH TREE DR
P	0003487	4	171.51	MICHAEL RONALD MAYO II	CAMDEN	146 BELCROSS RD
P	0003495	4	147.34	ALY MOHAMAD	SHILOH	100 BROAD CREEK RD
P	0003378	4	108.36	JAMES KELLEY WIGFIELD	CAMDEN	441 158 US E
P	0001721	3	693.51	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD
P	0003192	3	583.73	ROBERT JESSE-ALDERMAN HUDGINS	CAMDEN	409 343 HWY N

Attachment: Tax Report (Tax Report)

08/01/23 10:51:54

Delinquencies Top-30 Oldest

Attachment "B"



CAMDEN COUNTY

NORTH CAROLINA • USA

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Board of Commissioners AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 6.B
Meeting Date: August 07, 2023

Submitted By: Charles Jones,
Public Works
Prepared by: Karen Davis

Item Title **Well Site 4 Bids and Contract Award**

Attachments: WELL 4 BID AGENDA ITEM (1) (DOCM)
202110 Camden Well #4 Bid Award
Recommendations (PDF)

Agenda summary and supporting documentation attached.

BOARD OF COMMISSIONERS

TIFFNEY WHITE
Chair

ROSS B. MUNRO
Vice Chair

RANDY KRAINIAK
SISSY AYDLETT
TROY LEARY



ADMINISTRATION

ERIN BURKE
County Manager

KAREN M. DAVIS
Clerk to the Board

JOHN S. MORRISON
County Attorney

Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Meeting Date: August 7, 2023

Submitted by: Chuck Jones
Public Works

Item Title **Well site 4 Bids and Contract Award**

Attachments Engineer's recommendation letter
Bid tabulation

Summary

The bid solicitation for the development of Well Site 4 was issued in two parts. The first contract (contract-1) was for drilling of the well, including testing and development. The second contract (contract-2) was for the installation of the raw water transmission line. When the bid was first advertised, there were not enough submissions to open. The project was re-advertised and the bids were opened. There were three for contract-2 and one for contract-1.

Since there was still only one bid for contract-1, it would be in the best interest of the county to put it back out for bid. This would allow any other bidders to submit and hopefully lower the cost.

The original appropriation for this project was \$1,000,000.00. The higher than expected bids require that all scenarios are considered to allow this project to proceed with the lowest cost incurred.

Staff recommends awarding the bid for contract-2 to the apparent low bidder.

Staff recommends rejecting the single bid for contract-1 and re-advertising.

Attachment: WELL 4 BID AGENDA ITEM (1) (Well Site 4 Bids and Contract Award)



ENGINEERING
SERVICES, PA

1202 Benson Road
Suite 200
P.O. Box 1849
Garner, NC 27529

Telephone:
919.662.7272

Fax:
919.662.7320

July 17, 2023

Mr. Charles Jones
Public Works Director
330 US Hwy 158 East
Camden, NC 27921

Re: Raw Water Well #4 Contract-1 (Well Installation)
Raw Water Well #4 Contract-2 (12" Raw Water Transmission Line)
Award of Contract Recommendation
ES Project No. 202110-CA

Dear Mr. Jones:

Bids for the Raw Water Well #4 were received on July 6, 2023. The bids were for two separate contracts. Contract-1 was for the installation of the raw water well and pump. Contract-2 was for the installation of the 12" raw water main, site piping and electrical.

All of the bid numbers received were above the estimated construction budget. A.C. Schultes of Carolinas was the low bid and only bid for contract-1 and Enviro-Tech Unlimited Construction the low bidder for contract-2. The certified bid tabulation is attached to this letter.

It is our opinion the County has the following options moving forward:

1. Award all projects to the low bidders for contract-1 (well installation) and contract-2 (raw water transmission line) as bid. This combined total is \$1,510,445.
2. Reject all bids for both contracts. Re-advertise and re-bid both contracts for the project.
3. Reject the only contract-1 bid from AC Schultes and accept the contract-2 low bid from Enviro-Tech Unlimited in the amount of \$933,739. This option requires the re-advertisement and re-bid of contract-1 for the well installation work.

Per discussions, it is our recommendation to move forward with option 3 and reject the contract-1 bid and award the contract-2 bid to Enviro-Tech Unlimited in the amount of \$933,739, contingent upon the final review by the County Staff and Attorney.

If you have any questions, please contact me at Engineering Services, P.A. at (919) 662-7272.

Sincerely,

Brian Cox, P.E.
Engineering Services, P.A.

Attachment: 202110 Camden Well #4 Bid Award Recommendations (Well Site 4 Bids and Contract Award)

Camden County - Seymour Road Raw Water Well #4
Contract 1 - Production Well #4 & Testing (Rev. - Addendum #2)

A. C. SCHULTES OF
CAROLINA, INC.

Item #	Item Description	Qty	Units	Unit Price	Cost
1	4" Test Well Installation - Pilot Hole, Geophysical Logs, Casing, Screen, Develop, Sample, Pump & Recovery Test	1	LS	\$ 130,766.00	\$ 130,766.00
2	Pilot Hole; Driller's Log and Formation Samples	620	LF	\$ 87.00	\$ 53,940.00
3	Gamma and Electric Logs	620	LF	\$ 5.00	\$ 3,100.00
4	20" Pit Casing Steel Pipe (Minimum Thickness 0.375)	50	LF	\$ 400.00	\$ 20,000.00
5	10" Production Well Casing, SDR 17 Certa-Lok	340	LF	\$ 250.00	\$ 85,000.00
6	8" Production Well Casing, Sch 20 304 Stainless Steel	210	LF	\$ 300.00	\$ 63,000.00
7	8" Production Well Screen, 316 Stainless Steel	50	LF	\$ 500.00	\$ 25,000.00
8	Production Well Dev. & Water Quality Sampling	1	LS	\$ 40,000.00	\$ 40,000.00
9	Aquifer Pump Test (24 hour)	1	LS	\$ 6,000.00	\$ 6,000.00
10	Aquifer Recovery Test (2 hour)	1	LS	\$ 1,000.00	\$ 1,000.00
11	Well #4 Site Grading & Fill Material (Approx. 180 CY)	1	LS	\$ 33,000.00	\$ 33,000.00
12	Silt Fence	350	LF	\$ 10.00	\$ 3,500.00
13	Erosion Control, Seeding and Mulching	1	LS	\$ 10,500.00	\$ 10,500.00
14	Production Well Testing for Public Water Supply Approvals	1	LS	\$ 9,000.00	\$ 9,000.00
15	Provide and Install the production well pump, pump pedestal, stainless steel well elbow, start-up and testing of the well pump	1	LS	\$ 36,900.00	\$ 36,900.00
16	Mobilization and Bonding (3% maximum)	1	LS	\$ 16,000.00	\$ 16,000.00
Total Contract 1 Bid Total:					\$ 536,706

Attachment: 202110 Camden Well #4 Bid Award Recommendations (Well Site 4 Bids and Contract Award)

Camden County - Seymour Road Raw Water Well #4									
Contract 2 - Well #4 Pump, Piping, Controls & Raw Water Main (Rev. - Addendum #2)									
				ENVIRO-TECH UNLIMITED CONSTRUCTION SERVICES,		EASTERN CAROLINA CONSTRUCTION, INC.		HERRING-RIVENBARK, INC.	
Item #	Item Description	Qty	Units	Unit Price	Cost	Unit Price	Cost	Unit Price	Cost
1	Well #4 Pump Controls & Electrical	1	LS	\$ 48,500.00	\$ 48,500.00	\$ 83,150.00	\$ 83,150.00	\$ 50,000.00	\$ 50,000.00
2	Well #4 Pre-Fabricated Fiberglass Enclosure	1	LS	\$ 25,500.00	\$ 25,500.00	\$ 25,550.00	\$ 25,550.00	\$ 45,500.00	\$ 45,500.00
3	Well #4 Site Piping, Meter, Valves, Bends, etc., to 6x12 Tee	1	LS	\$ 95,000.00	\$ 95,000.00	\$ 65,980.00	\$ 65,980.00	\$ 123,000.00	\$ 123,000.00
4	Well #4 Site Electrical	1	LS	\$ 105,000.00	\$ 105,000.00	\$ 104,000.00	\$ 104,000.00	\$ 182,400.00	\$ 182,400.00
5	Well #4 Site Concrete Pads	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 9,100.00	\$ 9,100.00	\$ 37,000.00	\$ 37,000.00
6	Well #4 SCADA & RTU Allowance	1	LS	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
7	Well #4 SCADA & RTU Package Installation (Includes Antenna Pole, Conduit and Wiring)	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 7,500.00	\$ 7,500.00	\$ 30,300.00	\$ 30,300.00
8	Well #4 Site Grading	1	LS	\$ 11,500.00	\$ 11,500.00	\$ 19,970.00	\$ 19,970.00	\$ 27,500.00	\$ 27,500.00
9	Security Fence and Gates	1	LS	\$ 19,500.00	\$ 19,500.00	\$ 20,000.00	\$ 20,000.00	\$ 23,500.00	\$ 23,500.00
10	ABC Gravel Drive, 12 ft. wide, to Seymour Road	1	LS	\$ 13,500.00	\$ 13,500.00	\$ 16,000.00	\$ 16,000.00	\$ 23,000.00	\$ 23,000.00
11	12" PVC SDR 21 Raw Water Main (Includes all necessary #57 Stone, bends & fittings)	3,417	LF	\$97	\$ 331,449.00	\$99	\$ 338,283.00	\$157	\$ 536,469.00
12	12" DIP Raw Water Main Class 350 (Includes all necessary #57 stone, bends & fittings)	128	LF	\$150	\$ 19,200.00	\$300	\$ 38,400.00	\$257	\$ 32,896.00
13	14" SDR11 HDPE IPS Direction Drill (Includes all necessary #57 stone, bends & fittings)	227	LF	\$250	\$ 56,750.00	\$220	\$ 49,940.00	\$312	\$ 70,824.00
14	12" Gate Valve, Valve Box and Concrete Collar	4	EA	\$ 5,850.00	\$ 23,400.00	\$ 6,300.00	\$ 25,200.00	\$ 6,500.00	\$ 26,000.00
15	12" Class III RCP, Drainage Pipe, (Includes all necessary #57 Stone bedding)	20	LF	\$ 80.00	\$ 1,600.00	\$ 80.00	\$ 1,600.00	\$ 220.00	\$ 4,400.00
16	15" Class III RCP, Drainage Pipe, (Includes all necessary #57 Stone bedding)	466	LF	\$ 85.00	\$ 39,610.00	\$ 82.00	\$ 38,212.00	\$ 230.00	\$ 107,180.00
17	18" Class III RCP, Drainage Pipe, (Includes all necessary #57 Stone bedding)	94	LF	\$ 120.00	\$ 11,280.00	\$ 115.00	\$ 10,810.00	\$ 263.00	\$ 24,722.00
18	NCDOT Asphalt Cut & Replace (Per Detail)	10	SY	\$ 175.00	\$ 1,750.00	\$ 300.00	\$ 3,000.00	\$ 260.00	\$ 2,600.00
19	Asphalt Driveway Cut & Replace (Per Detail)	12	SY	\$ 100.00	\$ 1,200.00	\$ 75.00	\$ 900.00	\$ 240.00	\$ 2,880.00
20	Concrete Driveway Cut & Replace (Per Detail)	110	SY	\$ 150.00	\$ 16,500.00	\$ 115.00	\$ 12,650.00	\$ 255.00	\$ 28,050.00
21	Erosion Control, Seeding and Mulching	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 9,000.00	\$ 9,000.00	\$ 10,000.00	\$ 10,000.00
22	Traffic Control Per NCDOT Specifications	1	LS	\$ 12,500.00	\$ 12,500.00	\$ 39,000.00	\$ 39,000.00	\$ 11,500.00	\$ 11,500.00
23	Mobilization and Bonding (3% maximum)	1	LS	\$ 20,000.00	\$ 20,000.00	\$ 29,500.00	\$ 29,500.00	\$ 41,000.00	\$ 41,000.00
Total Contract 2 Bid Total:					\$ 933,739.00		\$ 997,745.00		\$ 1,490,721.00

Attachment: 202110 Camden Well #4 Bid Award Recommendations (Well Site 4 Bids and Contract Award)



CAMDEN COUNTY
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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Board Appointments

Item Number: 7.A
Meeting Date: August 07, 2023
Submitted By: Kim Perry,
Library
Prepared by: Karen Davis

Item Title **Library Board**

Attachments:

Summary:

It is the request of County Librarian Kim Perry that Sandra Duckwall be reappointed to the Library Board for an additional term.

Recommendation:

Approval.



CAMDEN COUNTY
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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.A
Meeting Date: August 07, 2023
Submitted By: Karen Davis, Clerk to the Board
Board of Commissioners
Prepared by: Karen Davis
Item Title **BOC Meeting Minutes**
Attachments: bocminutes_070323 (DOCX)

Camden County Board of Commissioners
July 3, 2023; 7:00 PM
Camden Public Library Boardroom
118 Hwy 343 North

Minutes

A Regular Meeting of the Camden County Board of Commissioners was held at 7:00 PM on July 3, 2023 in the boardroom of the Camden Public Library in Camden, North Carolina.

CALL TO ORDER

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

INVOCATION & PLEDGE OF ALLEGIANCE

Vice Chair Ross Munro gave the invocation and the Board led in the Pledge of Allegiance.

ITEM 1. CONSIDERATION OF AGENDA

Commissioner Leary requested that the agenda be amended to discuss reopening the *Swap and Shop* areas at the convenience sites – added as item 11.A.

Motion to approve the agenda as amended.

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

ITEM 2. CONFLICT OF INTEREST DISCLOSURE STATEMENT

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

ITEM 3. PRESENTATIONS

- A. Employee Recognition
 - Austin Brown, County Extension Director, was recognized for his recent promotion to Extension Agent for the NC Cooperative Extension Office.
 - Tara Ferguson with the Dismal Swamp Welcome Center was recognized for completion of her second year with the Southeastern Tourism Society (STS) Marketing College at Mercer University in Macon, Georgia. The STS Marketing College is a three-year program and upon completion, students receive Travel Marketing Professional Certification.

ITEM 4. PUBLIC COMMENTS

None.

ITEM 5. NEW BUSINESS

- A. Tax Report – Lisa Anderson

Attachment: bocminutes_070323 (BOC Meeting Minutes)

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

OUTSTANDING TAX DELINQUENCIES BY YEAR

<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2022	201,588.60	44,458.60
2021	95,940.91	8,131.92
2020	42,898.61	3,390.01
2019	24,524.36	1,819.43
2018	18,355.74	1,080.65
2017	11,434.96	1,289.46
2016	6,922.54	1,035.04
2015	6,123.07	628.26
2014	8,081.16	969.00
2013	6,206.46	4,618.93

TOTAL REAL PROPERTY TAX UNCOLLECTED	422,076.41
TOTAL PERSONAL PROPERTY UNCOLLECTED	67,421.30
TEN YEAR PERCENTAGE COLLECTION RATE	99.46%
COLLECTION FOR 2023 vs. 2022	44,470.22 vs. 120,779.24
<u>LAST 3 YEARS PERCENTAGE COLLECTION RATE</u>	
2022	97.49%
2021	98.92%
2020	99.42%

EFFORTS AT COLLECTION IN THE LAST 30 DAYS
ENDING May **2023**
BY TAX ADMINISTRATOR

<u>58</u>	NUMBER DELINQUENCY NOTICES SENT
<u>32</u>	FOLLOWUP REQUESTS FOR PAYMENT SENT
<u>5</u>	NUMBER OF WAGE GARNISHMENTS ISSUED
<u>4</u>	NUMBER OF BANK GARNISHMENTS ISSUED
<u>67</u>	NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR TO DELINQUENT TAXPAYER
<u>0</u>	NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)
<u>0</u>	PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF TAX ADMINISTRATOR
<u>0</u>	NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO COUNTY ATTORNEY
<u>0</u>	NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR COLLECTION (I.D. AND STATUS)
<u>0</u>	REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS
<u>0</u>	NUMBER OF JUDGMENTS FILED

Attachment: bocminutes_070323 (BOC Meeting Minutes)

30 Largest Unpaid - Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	01-8929-00-34-2503.0000	16,676.06	2	STONEBRIAR COMMERCIAL FINANCE	SOUTH MILLS	
02-8943-01-17-4388.0000		11,143.88	2	THOMAS REESE	CAMDEN	301 JAPONICA DR
R	03-8971-00-23-2293.0000	9,306.61	2	ABODE OF CAMDEN, INC.	SHILOH	187 C THOMAS POINT RD
R	02-8934-01-18-8072.0000	7,103.79	2	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	02-8935-02-66-7093.0000	6,782.56	2	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	01-7999-00-63-3898.0000	5,890.92	2	CHARLES ASKEW HEIRS	SOUTH MILLS	237 A OLD SWAMP RD
R	03-8962-00-05-0472.0000	5,801.13	2	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	02-8943-01-06-9013.0000	5,760.62	2	JEWEL H. DAVENPORT	CAMDEN	WINDY HEIGHTS DR
R	02-8934-01-29-4617.0000	7,748.12	2	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	03-8943-02-75-4196.0000	3,728.00	2	GENE W TRACY	SHILOH	115 COOKS LANDING RD
R	01-7989-00-01-1714.0000	5,589.67	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSSHORE RD
R	02-8945-00-41-2060.0000	5,369.46	2	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	02-8916-00-39-5170.0000	5,319.70	2	DONALD RAY JONES	CAMDEN	670 343 HWY N
R	03-9809-00-24-8236.0000	5,213.35	2	EDWARD LANE MOORE	SHILOH	503 SAILBOAT RD
R	03-9809-00-23-4988.0000	5,097.20	2	WANDA H WELLS	SHILOH	104 HIGH RD
R	03-8973-00-53-0748.0000	5,096.48	2	MORRIS L. KIGHT III	SHILOH	142 STANLEY LN
R	02-8954-00-43-8538.0000	4,941.32	2	BILLY ROSS FEREBEE	CAMDEN	237 PALMER RD
R	03-8971-00-54-7373.0000	4,381.87	2	EDWARD LANE MOORE	SHILOH	169 RAYMONS CREEK RD
R	02-8934-04-72-0416.0000	4,155.76	2	PAULINE JETTE	CAMDEN	238 COUNTRY CLUB RD
R	03-8972-00-44-8500.0000	4,137.94	2	ABODE OF CAMDEN INC.	SHILOH	343 HWY S
R	03-8961-00-38-7383.0000	4,010.86	1	DAVID G. REIFEL	SHILOH	160 BAYBREEZE DR
R	02-8935-04-63-0820.0000	3,990.30	2	BELCROSS PROPERTIES, LLC	CAMDEN	197 158 US E
R	02-8934-03-31-9750.0000	3,690.92	1	CAROLYN MCDANIEL	CAMDEN	195 COUNTRY CLUB RD
R	03-8990-00-17-3935.0000	3,352.06	2	KARL L ADCOCK	SHILOH	100 CATALAN DR
R	02-8937-00-50-2005.0000	3,345.97	1	BRENDA MOORE	CAMDEN	197 HERMAN ARNOLD RD
R	03-8889-00-45-2682.0000	3,307.86	2	MICHEL TURNER HEIRS	SHILOH	125 ONE MILL RD
R	03-8889-00-48-7259.0000	3,297.82	2	ROBERT AND JANETTE TEMPLETON	SHILOH	127 SAILBOAT RD
R	01-7090-00-64-6040.0000	3,295.22	1	LINTON RIDDICK	SOUTH MILLS	125 LILLY RD
R	01-7090-00-92-5561.0000	3,244.45	2	WINSTAY CONSTRUCTION INC	SOUTH MILLS	GENERAL WAY
R	02-8936-00-23-4750.0000	3,233.58	2	AARON DARNELL CHAMBLEE ET AL	CAMDEN	LAMBS RD

30 Oldest Unpaid - Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	02-8935-02-66-7093.0000	6,782.56	1	E. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	03-8965-00-37-4242.0000	3,077.96	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSSHORE RD
R	03-8962-00-04-9097.0000	2,988.80	10	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	01-7999-00-95-3587.0000	2,613.78	10	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8889-00-45-2682.0000	2,245.98	10	SEAMARK INC	SOUTH MILLS	CAROLINA RD
R	03-8952-00-95-8737.0000	2,233.18	10	AUDREY TILLET	SHILOH	HOLLY RD
R	01-7999-00-32-3510.0000	2,022.09	10	LEAH BARCO	SHILOH	171 NECK RD
R	01-7988-00-91-0179.0001	2,014.88	10	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7999-00-12-8996.0000	1,943.65	10	MOSES MITCHELL HEIRS	SOUTH MILLS	STINGY LN
R	03-8943-04-93-8214.0000	1,862.04	10	L. P. JORDAN HEIRS	SHILOH	165 BUNKER HILL RD
R	01-7091-00-64-6569.0000	1,814.42	10	CLARENCE D. TURNER JR.	SOUTH MILLS	108 CAMDEN AVE
R	01-7090-00-60-5052.0000	1,497.85	10	DEWAYNE BEN COMMUNITY	CAMDEN	123 TRAFON RD
R	02-8935-01-07-0916.0000	1,202.28	10	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	02-8936-00-24-7426.0000	948.81	10	BERNICE FUGH	CAMDEN	113 BOURBON ST
R	01-7090-00-60-5052.0000	840.78	10	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	01-7989-04-60-1954.0000	806.07	10	EWMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-90-0938.0000	791.77	10	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	01-7989-04-60-1954.0000	786.75	10	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	01-7080-00-62-1977.0000	719.09	10	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	02-8935-00-13-7846.0000	592.37	10	DENNIS CREAMY	CAMDEN	IVY NECK RD
R	03-9809-00-33-4725.0000	441.32	10	WILLIAMSBURG VACATION	SHILOH	SAILBOAT RD
R	03-8980-00-61-1968.0000	417.12	10	WILLIAM G LATES	SHILOH	CAMDEN POINT RD
R	03-9809-00-53-4358.0000	406.96	10	WILLIAM G LATES	SHILOH	SAILBOAT RD
R	03-8981-00-38-1568.0000	367.58	10	EDWARD BUTSAVAGES	SHILOH	HIBISCUS RD
R	03-8962-00-55-5300.0000	310.71	10	OCTAVIA COPELAND HEIRS	SHILOH	457 NECK RD
R	01-7090-00-95-5262.0000	307.16	10	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-9809-00-54-8280.0000	306.72	10	RODNEY STEVEN SPIVEY &	SOUTH MILLS	SAILBOAT RD
R	03-8980-00-84-0931.0000	293.76	10	MARK STANLEY WICHALSKI	SHILOH	218 BROAD CREEK RD
R	03-9809-00-66-0120.0000	262.25	10	RANDELL CRIDER	SHILOH	SAILBOAT RD

30 Largest Unpaid - Personal

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001089	33,009.80	1	EASTERN CAROLINA CONST, INC.	CAMDEN	150 A 158 HWY E
P	0002941	2,059.39	2	BARKER'S TRUCKING, INC	SHILOH	108 SASSAFRAS LN
P	0002955	1,126.07	4	HENDERSON AUDIOMETRICS, INC.	CAMDEN	300 158 HWY E
P	0001709	947.26	6	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0003721	792.00	2	JIMMY'S TRUCKING & HAULING LLC	CAMDEN	127 TRAFON RD
P	0001721	693.51	2	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD
P	0003192	593.73	1	ROBERT JESSE-ALDERMAN HUDGINS	CAMDEN	409 343 HWY N
P	0001046	543.81	1	THEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	520.66	10	PAM BUNDY	SHILOH	105 AARON DR
P	0003537	469.87	1	NATHAN MARC SEBURA	CAMDEN	343 HWY N
P	0003513	449.27	1	JULIE FORPER	CAMDEN	431 158 US W
P	0003512	397.83	1	WILLIAM ANTHONY POPE JR	CAMDEN	214 SMITH DR
P	0003907	386.53	2	PAUL DAVID RUSSELL	SOUTH MILLS	114 OTTERS PL
P	0002977	368.21	1	ADAM D. & TRACY J. W. JONES	CAMDEN	133 WALSTON LN
P	0003017	337.95	1	MARK STANLEY WICHALSKI	SOUTH MILLS	138 CAROLINA RD
P	0003773	337.89	2	SEVAN NERO BARTLETT	CAMDEN	197 HERMAN ARNOLD RD
P	0003715	314.76	1	CHARLES CHANNING ROTEN	SOUTH MILLS	302 34 HWY N
P	0003415	302.75	2	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0000945	294.86	2	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0003547	292.19	2	NICHOLAS W. STOTTS	CAMDEN	431 158 US W
P	0002902	281.09	2	STEPHANIE AUSMAN	SHILOH	204 FOND RD
P	0003208	271.52	2	RICKY W JOHNSON	CAMDEN	113 PALMER RD
P	0001545	270.35	2	LOUIS RUGGERI	CAMDEN	390 CAMDEN CSWY
P	0003075	262.38	2	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD
P	0001104	258.76	1	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0003478	253.59	1	JOHN PETER LEARY	SOUTH MILLS	971 343 HWY N
P	0002525	253.95	1	JOSEPH VINCENT CARDYN	SHILOH	260 ONE MILL RD
P	0000772	232.65	2	COSEY BAKER	SOUTH MILLS	114 BINGHAM RD
P	0002643	231.93	1	JASON RYAN MCCALLISTER	SOUTH MILLS	102 COUNTRY MEADOWS DR
P	0003662	231.58	2	JEFFREY CLAYTON COLLIER	CAMDEN	152 158 US W

Attachment: bocminutes_070323 (BOC Meeting Minutes)

30 Oldest Unpaid - Real

Roll	Parcel Number	YrsDtg	Unpaid Amount	Taxpayer Name	City	Property Address
P	00010770	10	520.66	RAY BUNDY	SHILOH	105 AARON DR
P	00017099	8	947.26	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	00010466	8	543.81	THEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	00007388	8	226.96	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	00015338	8	216.33	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	00011106	8	200.27	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001694	8	128.34	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0000295	7	1,126.07	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000770	7	134.40	WARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
P	0002921	7	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0000945	6	294.86	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0002468	6	221.37	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
P	0002968	6	202.44	MICHAEL WILLIAM MAINELLO	SOUTH MILLS	237 KESTER BARN RD
P	0001150	6	136.45	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0001689	6	125.28	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
P	0002902	5	281.09	STEPHANIE AUSMAN	SHILOH	204 FOND RD
P	0001512	5	213.49	JOHN WESLEY BURGESS, JR.	CAMDEN	431 158 USY W
P	0002942	5	100.25	JAMES P. VASILOPOULOS	CAMDEN	346 343 HWY S
P	0003513	4	449.27	JULIE PORTER	CAMDEN	431 158 US W
P	0003415	4	302.75	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0003075	4	262.98	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD
P	0003414	4	199.71	EDWARD A. BILL	CAMDEN	152 158 US W
P	0003096	4	191.26	DANIEL ELWOOD BRIGHT	CAMDEN	109 JUNIPER DR
P	0002978	4	177.22	JONATHAN LEWIS FUGH	SOUTH MILLS	206 MAIN ST
P	0003035	4	173.24	ROBERT HENRY LEE	SHILOH	121 BEECH TREE DR
P	0003487	4	171.51	MICHAEL RONALD MAYO II	CAMDEN	146 BELCROSS RD
P	0003495	4	147.34	ALY MORGAMAD	SHILOH	100 BROAD CREEK RD
P	0003415	4	108.36	JAMES KELLEY WIGFIELD	CAMDEN	441 158 US E
P	0001721	3	683.51	GINDY MAYO	SOUTH MILLS	106 BINGHAM RD
P	0003192	3	583.73	ROBERT JESSE-ALDERMAN HUDGINS	CAMDEN	409 343 HWY N

Motion to approve the Tax Report as presented.

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

B. Personnel Policy Updates – Erin Burke

Section 25. Shared Leave – Voluntary Shared Leave

A. Purpose

There are occurrences brought about by serious and prolonged medical conditions that cause employees to exhaust all available leave and, therefore, be placed on leave without pay. Such employees forced to go on leave without pay could be without income during one of the most critical points in their lives. It is recognized that fellow employees may wish to voluntarily donate some of their accumulated sick or vacation leave so as to provide assistance to other Camden County employees. This program intends to provide an opportunity for employees to assist another affected by a medical condition that requires absence from work for a prolonged period of time, resulting in possible loss of income due to lack of accumulated leave.

B. Policy

In cases of a prolonged medical condition, an employee may apply or be nominated to become a recipient of leave transferred from the sick or vacation leave accounts of unrelated employees working for Camden County or from the sick or vacation account of an immediate family member who works for Camden County. For purposes of this program, medical condition means the medical condition of an employee or their spouse, parents, children, or other dependents, including step and in-law relationships that are likely to require an employee's absence from duty for a prolonged period, generally considered to be at least twenty (20) consecutive workdays. If an employee has had previous random absences for the same condition that has caused excessive absences, or if the employee has had a previous but different, prolonged medical condition within the last twelve months, the County may make an exception to the 20-day period.

C. General Guidelines

- 1) Establishment of a leave "bank" for use by unnamed employees is expressly prohibited. Leave must be donated on a one-to-one personal basis.
- 2) This Policy does not apply to employees on worker's compensation leave.
- 3) Individual leave records are confidential, and only individual employees may reveal their donation or receipt of leave. The employee donating leave must sign a release form and cannot receive remuneration for leave donated. All donations must be made on a voluntary basis. Solicitation on the part of Department Heads or supervisors is prohibited. No employee shall directly or indirectly intimidate, threaten or coerce any other employee for the purpose of interfering with any right an employee may have in donating, receiving, or using annual leave under this program. Such action by any employee will result in disciplinary action up to and including dismissal on the basis of personal conduct.
- 4) The Privacy Act makes medical information confidential; therefore, prior to making the employee's status public for the purpose of receiving shared leave, the employee must sign a release to allow the status to be known.
- 5) A committee composed of Human Resources, the Department Head of the recipient employee, and one other randomly selected Department Head will make the final decision

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concerning eligibility to participate in the program. Participation in this program shall be based on the applicant's and donor's past compliance with leave rules.

D. Eligibility Application

- 1) Applicant must be a regular, full or part-time employee who has completed his/her applicable introductory period.
- 2) At the time of the request, the applicant must have exhausted all sick, annual, and compensatory leave; all leave balances must be zero.
- 3) Application should include name, social security number, department name, position title, and a doctor's statement describing the medical condition and estimated length of time needed to participate in the program.
- 4) Applicant shall apply to the Department Head, who shall forward the application to Human Resources. After randomly selecting a third member for the review committee, the three-member committee will meet to review the merits of the request as well as the employee's past leave history and will make a decision concerning the applicant's eligibility to participate in the program. An employee may not file a grievance nor an employee appeal if his/her request to receive or to donate leave is denied.

E. Recipient Guidelines

- 1) Participation in this program is limited to 1,040 hours (prorated if part-time), either continuously or, if for the same condition, on a recurring basis. The County Manager may, however, grant employee continuation in the program, month by month, for a maximum of 2,080 hours if the employee would otherwise have been granted leave without pay.
- 2) Subject to the maximum of 1,040 hours, the number of hours leave an employee can receive is limited to the projected recovery or treatment period. All donated leave will be credited to the recipient's sick leave account.
- 3) At the expiration of the medical condition, any unused leave in the recipient's donated leave account shall be treated as follows:
 - a. The recipient's sick leave account balance shall be limited to a total of forty (40) hours.
 - b. Any additional unused donated leave will be returned to the donor(s) on a pro-rata basis and credited to the leave account from which it was donated.
- 4) If a recipient separates due to resignation, death, or retirement from Camden County, his/her participation in the program will end. Donated leave shall be returned to the donor(s) on a pro-rata basis.

F. Donor Guidelines

- 1) A non-family member donor may contribute vacation or sick leave to another employee

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2) A family member who is a County employee may contribute vacation or sick leave to another immediate family member who is a County employee. Immediate family is defined as spouse, parents, children, brother, sister, grandparents and grandchildren, great-grandparents, and great-grandchildren. Also included are the step, half, and in-law relationships.

3) The minimum amount to be donated is four (4) hours.

4) An employee family member donating sick leave to a qualified family member under this program may donate up to a maximum of 1,040 hours but may not reduce their sick leave balance below forty (40) hours.

5) The maximum amount of vacation leave allowed to be donated by one individual can be no more than the amount he/she could earn in one year, however, the amount donated may not reduce the donor's vacation leave balance below one-half of the amount he/she could earn in one year.

6) All donations must be in writing and must be signed by the donating employee. The employee receiving the leave must be named, and the amount and type of leave donated must be specified.

7) Once a donation is made, it cannot be retracted by the donor.

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Breaks

Breaks. Department heads have the discretion to grant employees breaks where the duties and responsibilities of the job permit. Breaks may be up to two 15-minute periods, one in the morning and one in the afternoon, and shall not exceed a total of 30 minutes. Breaks may not be used to extend lunch breaks, leave or reduce work hours and cannot be combined into one 30-minute break. Employees must not leave the County premises during these break periods. Employees who smoke on break shall move off county property in order to comply with the County Smoking Ordinance. Abuse of the break policy may result in loss of the privilege. Supervisors shall inform employees of scheduled break periods.

In accordance with Federal law, Camden County provides reasonable break time for an employee to express breast milk for their nursing child after the child's birth each time such employee has a need to express the milk. Contact Human Resources, who, with the assistance of the Department Head, will assign a private area in your department designated for this purpose.

Personal Cell Phone

Use at the discretion of the department head. Employees may communicate using their own personal devices as long as such use does not disrupt the workplace or interfere with the employee's job performance.

Camden County encourages a reasonable standard that requires employees to restrict personal calls and texting during work time. Employees should use personal cell phones and other mobile devices only during scheduled breaks, lunch periods, and other designated non-work periods. Flexibility will be provided in circumstances demanding immediate attention, such as in emergency situations. Supervisors are expected to monitor the cell phone usage of their employees.

It is expected that personal communications be kept to a minimum during work hours.

June 8, 2023

Motion to approve the Personnel Policy updates as presented.

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

ITEM 6. BOARD APPOINTMENTS

A. NCACC Annual Conference Voting Delegate

The 116th Business Session of the NCACC will take place during its Annual Conference scheduled for August 24th- August 26th. Each county will be entitled to one vote on items that come before the membership. In order to facilitate the voting process, each county is to designate one voting delegate (and also may appoint one alternate).

Motion to appoint Vice Chair Ross Munro as the voting delegate for the NCACC Annual Conference.

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

Motion to appoint Chair Tiffney White as the alternate voting delegate for the NCACC Annual Conference.

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

South Camden Water & Sewer District Board of Directors

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

Public Comments – None

Attachment: bocminutes_070323 (BOC Meeting Minutes)

Consideration of the Agenda

Motion to approve the agenda as presented.

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

New Business

A. Monthly Report – Chuck Jones

South Camden Water & Sewer Board				
Monthly Work Order Statistics Report				
Period: May 2023				
	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
Water/Distribution	88	88	100%	0
Sewer/Collection	1	1	100%	0

New Services installed:

Locates:

- Water Line: 194
- Sewer Line: 3
- Water & Sewer, same ticket: 7
- Hydrant flow test: 3

Public Works Director Notes/Comments:

Ten work orders have been reviewed for accuracy.

Water treated at the water treatment plant in May: 16 904 868 gallons

Daily average water usage for May: 545 318 gallons

Current treatment capacity at the water treatment plant: 720 000

<u>2023 High Service Pump Flows</u>		
Month	Monthly Total	Average Daily Use
January 2023	14,795,679	.477,280
February 2023	12,740,740	.455,026
March 2023	14,196,970	.457,967
April 2023	15,392,856	.513,095
May 2023	16,904,868	.545,318
June 2023		
July 2023		
August 2023		
September 2023		
October 2023		
November 2023		
December 2023		
Yearly Totals		

Attachment: bocminutes_070323 (BOC Meeting Minutes)

2023 SMWA USAGE												
Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	146,000	114,000	127,500		143,100							
2	144,000	45,000	130,400		136,800							
3	166,000	153,334	146,000	142,400	121,200							
4	122,400	153,333	146,000	150,600	130,000							
5	141,000	153,333	146,000	118,800	130,000							
6	140,334	176,800	145,000	149,900	130,000							
7	140,333	178,200	133,000	160,967	130,000							
8	140,333	132,900	123,000	160,967	156,300							
9	142,000	118,000	131,000	160,967	187,900							
10	133,000	131,134	144,334	114,300	163,400							
11	128,000	131,133	144,333	123,500	156,800							
12	124,000	131,133	144,333	182,400	187,934							
13	143,000	81,100	127,600	172,800	187,933							
14	143,000	117,500	143,500	173,534	187,933							
15	143,000	124,800	124,600	173,533	161,000							
16	149,000	125,800	112,400	173,533	146,500							
17	124,800	143,967	148,600	46,300	164,300							
18	132,100	143,967	148,600	162,700	129,900							
19	137,200	143,966	148,600	163,300	129,900							
20	134,634	124,900	133,400	164,800	129,900							
21	134,633	133,700	146,800	171,400	129,900							
22	134,633	180,000	149,500	171,400	173,000							
23	139,400	104,450	117,500	171,400	149,200							
24	88,400	104,450	155,634	138,200	177,000							
25	165,000	104,450	155,633	222,200	149,000							
26	94,000	104,450	155,633	134,700	143,467							
27	150,800	137,100	134,500	143,000	143,467							
28	150,800	116,000	135,200	106,967	143,466							
29	150,800		123,800	106,966	221,300							
30	175,900		125,600	106,966	136,600							
31	69,800		123,000									
TOTAL	4,228,300	3,608,900	4,271,000	4,168,500	4,577,200							
Average	136,397	128,889	137,774	148,875	152,573							
Maximum	175,900	180,000	155,634	222,200	221,300							

SOUTH CAMDEN WATER & SEWER DISTRICT MONTHLY WATER REPORT														
month	active meters	work orders	locates	new serv	gallons sold	tap fees	total collected	gallons sold	sewer collected	sewer cust	gallons sold	sewer collected	sewer cust	sewer
					meters			meters	Core	Core	meters	S. Mills	S. Mills	S. Mills
2021														
January	2,229	102	107	1	14,409,048	\$8,000.00	\$129,184.92	527,020	\$7,987.76	54	291,760	\$3,098.79	88	
February	2,232	87	108	3	12,472,543	\$28,000.00	\$160,585.13	551,050	\$8,593.99	54	228,970	\$3,738.52	89	
March	2,240	86	152	1	12,047,251	\$12,000.00	\$150,411.28	503,510	\$8,656.06	54	208,440	\$3,597.83	89	
April	2,251	65	139	5	14,759,968	\$66,833.00	\$192,635.30	565,960	\$9,257.62	54	201,240	\$3,348.69	89	
May	2,256	88	115	2	15,271,509	\$4,000.00	\$141,268.11	617,470	\$9,195.13	54	322,120	\$3,572.33	90	
June	2,261	101	92	2	15,376,790	\$4,000.00	\$153,214.83	523,050	\$9,215.37	54	261,700	\$3,274.74	89	
July	2,272	87	104	0	14,246,240	\$98,967.00	\$243,922.11	500,330	\$9,368.09	54	236,290	\$3,936.63	90	
August	2,276	89	125	4	17,838,990	\$4,000.00	\$139,706.73	531,930	\$7,445.29	54	455,480	\$4,238.87	90	
September	2,283	120	92	3	13,813,320	\$16,000.00	\$174,303.27	619,170	\$7,978.48	54	418,660	\$3,268.90	90	
October	2,287	95	81	0	14,815,201	\$0.00	\$127,114.75	1,196,860	\$9,904.44	54	315,360	\$3,746.87	90	
November	2,293	72	39	2	13,763,517	\$3,500.00	\$145,643.68	770,130	\$16,643.68	54	264,430	\$6,370.61	90	
December	2,298	86	58	0	13,930,906	\$0.00	\$145,160.49	761,500	\$12,600.22	54	286,870	\$4,002.82	89	
2022														
January	2,298	90	108	0	13,739,659	\$4,000.00	\$136,306.83	555,880	\$11,704.03	55	244,676	\$3,781.90	89	
February	2,299	108	82	0	12,108,415	\$2,500.00	\$135,512.42	589,080	\$9,851.08	55	234,674	\$3,980.47	89	
March	2,275	90	77	1	12,047,251	\$65,667.00	\$194,073.56	503,510	\$7,234.28	54	237,641	\$3,557.94	87	
April	2,320	82	91	5	22,574,098	\$8,000.00	\$117,609.55	716,960	\$10,988.75	54	257,949	\$3,588.01	88	
May	2,328	95	71	1	13,617,980	\$16,000.00	\$160,306.33	674,480	\$13,045.03	54	269,770	\$3,335.55	89	
June	2,334	126	91	2	16,466,975	\$35,700.00	\$166,905.67	624,410	\$8,810.69	56	267,930	\$3,404.49	88	
July	2,339	121	97	1	16,136,579	\$500.00	\$142,712.18	542,530	\$11,113.40	56	253,630	\$3,135.85	91	
August	2,345	129	50	1	14,628,312	\$4,300.00	\$155,258.49	523,100	\$8,497.51	56	280,139	\$4,187.02	91	
Sept	2,346	96	96	0	15,285,732	\$8,000.00	\$149,488.63	2,346	\$8,986.17	56	293,411	\$3,618.25	91	
Oct	2,349	84	125	1	14,538,209	\$16,300.00	\$159,619.57	738,250	\$10,157.62	56	312,640	\$3,676.01	90	
Nov	2,351	76	89	2	13,309,510	\$12,200.00	\$154,779.18	777,510	\$10,759.43	56	282,225	\$4,064.97	90	
Dec	2,354	86	78	0	12,132,198	\$300.00	\$144,828.03	723,210	\$14,333.64	56	273,925	\$4,131.12	90	
2023														
January	2,352	87	124	0	24,185,560	\$77,001.00	\$207,841.11	625,700	\$11,788.69	56	356,585	\$3,805.19	89	
Feb	2,362	73	83	3	12,828,862	\$16,300.00	\$143,633.26	759,740	\$8,371.22	57	189,330	\$4,049.99	89	
March	2,365	74	95	4	12,465,862	\$13,967.00	\$152,264.00	669,430	\$12,870.57	58	178,400	\$4,262.81	85	
April	2,372	80	74	2	13,002,292	\$16,200.00	\$149,165.83	823,450	\$11,612.19	58	305,060	\$3,368.05	85	
May	2,375	89	204	2	13,361,244	\$14,467.00	\$158,428.61	606,290	\$11,070.58	60	217,790	\$2,669.83	85	

Attachment: bocminutes_070323 (BOC Meeting Minutes)

SOUTH CAMDEN WATER & SEWER BOARD MONTHLY WATER STATISTICS REPORT											
Date	Work Orders Submitted	Percentage Complete	Uncompleted	Water / Distribution	Sewer / Collection	Water Locates	Sewer Locates	Water / Sewer Locate	Hydrant Flow Test	New Svc Installed	
2021											
Sept	120	100%	0%	119	1	77	15	0	0	3	
Oct	95	100%	0%	93	0	64	15	2	0	0	
Nov	72	100%	0%	72	0	37	0	2	0	2	
Dec	86	100%	0%	85	1	43	8	7	0	0	
2022											
Jan	90	100%	0%	89	1	96	6	6	0	0	
Feb	108	100%	0%	108	0	73	5	4	0	0	
March	90	100%	0%	89	1	64	7	6	0	1	
April	82	100%	0%	81	1	74	13	4	0	5	
May	95	100%	0%	94	1	58	11	2	0	1	
June	127	100%	0%	126	1	87	8	4	0	2	
July	121	100%	0%	120	1	73	13	11	0	1	
August	129	100%	0%	128	1	39	6	5	3	1	
Sept	96	100%	0%	95	1	82	10	4	8	0	
Oct	84	100%	0%	84	0	110	8	7	5	1	
Nov	76	100%	0%	76	0	76	5	8	6	2	
Dec	86	100%	0%	86	0	73	1	4	5	0	
2023											
Jan	87	100%	0%	87	0	106	12	6	0	0	
Feb	73	100%	0%	72	1	59	7	17	0	3	
March	74	100%	0%	74	0	92	1	2	5	4	
April	80	100%	0%	80	0	68	2	2	0	2	
May	89	100%	0%	88	1	204	3	7	0	2	

Mr. Jones added that the company contracted to provide meter reading services will no longer be providing that service. It will be necessary to hire a County part-time meter reader.

Motion to approve the monthly report as presented.

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

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

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

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

ITEM 7. CONSENT AGENDA

- A. BOC Meeting Minutes – Incorporated herein by reference.
 - May 16, 2023
 - June 5, 2023
 - June 12, 2023

Attachment: bocminutes_070323 (BOC Meeting Minutes)

B. Budget Amendment

2023-24-BA001
CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
52330610-434902	CCU FUNDS	\$28,516.63	
52330610-434903	E & E GAP FUNDS	38,971.40	
Expenditures			
526100-525200	CCU FUNDS	\$28,516.63	
526100-525300	E & E GAP FUNDS	38,971.40	


This Budget Amendment is made to appropriate funds that were received from the State to cover Medicaid Expansion and GAP payments that were allocated recently.

This will result in no change to the Contingency of the General Fund.
Balance in Contingency \$40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 3rd day of July, 2023.

Karen M. Davis
Clerk to Board of Commissioners

[Signature]
Chair, Board of Commissioners



C. School Budget Amendments

Budget Amendment
Camden County Schools Administrative Unit
State Public School Fund

The Camden County Board of Education at a meeting on the 8th day of June, 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Services	2,602.00	
5200	Special Population Services	6,548.36	
5300	Alternative Programs/Services	2,165.00	
5800	School-Based Support Services	7,174.81	
6500	Operational Support Services	23,213.96	

Explanation:

Total Appropriation in Current Budget	\$ 18,731,065.56
Amount of Increase/Decrease of Above Amendment	+ 41,704.13
Total Appropriation in Current Amended Budget	\$ 18,772,769.69

Passed by majority vote of the Board of Education of Camden County on the 8th day of June, 2023.


[Signature]
Chairman, Board of Education

[Signature]
Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 2nd day of July, 2023.

[Signature]
Chairman, Board of County Commissioners

Karen M. Davis
Clerk, Board of County Commissioners



Budget Amendment
Camden County Schools Administrative Unit
State Public School Fund

The Camden County Board of Education at a meeting on the 8th day of June, 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
5800	School-Based Support Services	900.00	
6500	Operational Support Services	17,928.00	

Explanation:

Total Appropriation in Current Budget	\$ 18,772,769.69
Amount of Increase/Decrease of Above Amendment	+ 18,828.00
Total Appropriation in Current Amended Budget	\$ 18,791,597.69

Passed by majority vote of the Board of Education of Camden County on the 8th day of June, 2023.


[Signature]
Chairman, Board of Education

[Signature]
Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 3rd day of July, 2023.

[Signature]
Chairman, Board of County Commissioners

Karen M. Davis
Clerk, Board of County Commissioners



Attachment: bocminutes_070323 (BOC Meeting Minutes)

Budget Amendment
Camden County Schools Administrative Unit
Local Current Expense Fund

The Camden County Board of Education at a meeting on the 8th day of June, 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Services		19,957.03
5200	Special Populations Services	42.56	
5300	Alternative Programs & Services		2,493.57
5400	School Leadership Services	1,500.00	
5500	Co-Curricular Services	8,709.48	
5800	School-Based Support Services	3,648.55	
6200	Special Population Support		90.03
6300	Alternative Programs		79.88
6500	Operational Support Services	2,605.08	
6600	Financial & Human Resources	5,155.92	
6800	System-Wide Pupil Support	5,000.00	
7100	Community Services		1,436.00
8100	Payments to Other Gov't Units		2,605.08


Explanation:

Total Appropriation in Current Budget	\$	3,332,865.00
Amount of Increase/Decrease of Above Amendment		+ 0.00
Total Appropriation in Current Amended Budget	\$	3,332,865.00

Passed by majority vote of the Board of Education of Camden County on the 8th day of June, 2023.

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 3rd day of July 2023.

[Signatures]
Chairman, Board of Education
Secretary, Board of Education
Chairman, Board of County Commissioners
Clerk, Board of County Commissioners



Budget Amendment
Camden County Schools Administrative Unit
Federal Grant Fund

The Camden County Board of Education at a meeting on the 8th day of June 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Services		1,987.78
5200	Special Populations Services	420.56	
5300	Alternative Programs & Services	26,677.68	
5800	School-Based Support Services		25,333.19
6500	Operational Support Services		460.88
6600	Financial & Human Resources	448.07	
8100	Payments to Other Gov't Units	278.78	


Explanation: Revenues increased for carryover funds

Total Appropriation in Current Budget	\$	1,692,139.97
Amount of Increase/Decrease of Above Amendment		+ 43.24
Total Appropriation in Current Amended Budget	\$	1,692,183.21

Passed by majority vote of the Board of Education of Camden County on the 8th day of July, 2023.

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 3rd day of July 2023.

[Signatures]
Chairman, Board of Education
Secretary, Board of Education
Chairman, Board of County Commissioners
Clerk, Board of County Commissioners



Budget Amendment
Camden County Schools Administrative Unit
Federal Grant Fund

The Camden County Board of Education at a meeting on the 8th day of June 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Services		


Explanation: Revenues increased for carryover funds

Total Appropriation in Current Budget	\$	1,692,183.21
Amount of Increase/Decrease of Above Amendment		+ 0.00
Total Appropriation in Current Amended Budget	\$	1,692,183.21

Passed by majority vote of the Board of Education of Camden County on the 8th day of July, 2023.

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 3rd day of July 2023.

[Signatures]
Chairman, Board of Education
Secretary, Board of Education
Chairman, Board of County Commissioners
Clerk, Board of County Commissioners



Budget Amendment
Camden County Schools Administrative Unit
Capital Outlay Fund

The Camden County Board of Education at a meeting on the 8th day of June, 2023, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
9100	Category I Projects	4,428.92	
9200	Category II Projects	11,488.55	
6500	Category III Projects	48,808.00	


Explanation:

Total Appropriation in Current Budget	\$	814,690.08
Amount of Increase / (Decrease) of Above Amendment		+ 64,725.47
Total Appropriation in Current Amended Budget	\$	879,415.55

Passed by majority vote of the Board of Education of Camden County Schools on the 8th day of June, 2023.

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes in the minutes of said Board, this 3rd day of July 2023.

[Signatures]
Chairman, Board of Education
Secretary, Board of Education
Chairman, Board of County Commissioners
Clerk, Board of County Commissioners



Attachment: bocminutes_070323 (BOC Meeting Minutes)

F. Vehicle Refunds Over \$100

REFUNDS OVER \$100.00
North Carolina Vehicle Tax System
NCVTS Pending Refund report

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Refund Type	EV#	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Description	Levy	Change	Interest	Total	
BAYNOR, EDWARD LEE	BAYNOR, EDWARD LEE		205 MAIN ST # B	SOUTH MILLS, NC 27676	Provision	0053947056	RC28839	AUTHORIZED	185749992	Refund Generated due to preclusion on BE #0053947056-2021	Tag Surrender	05/12/2023	01/17/2023 11:49:40 AM	1843 Tax (\$102.83)	\$0.00	\$0.00	\$0.00	(\$102.83)	
JARVIS, CHRISTOPHER WILLIAM	JARVIS, CHRISTOPHER WILLIAM		630 N SANDY HOOK RD	SHAWBORD, NC 27873	Provision	0069707923	TLS2429	AUTHORIZED	105566068	Refund Generated due to preclusion on BE #0069707923-2022	Tag Surrender	05/09/2023	01/07/2023 9:24:83 AM	1843 Tax (\$128.30)	\$0.00	\$0.00	\$0.00	(\$128.30)	

Submitted by Lisa S. Anderson Date 6-22-23
Lisa S. Anderson, Tax Administrator Camden County

Approved by Tiffney White Date 7-3-23
Tiffney White, Chair Camden County Board of Commissioners

G. Set Public Hearing – Text Amendment to the Camden County Code of Ordinances

Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: July 3, 2023

Attachments: Text Amendments

Submitted By: Planning Department

Item Title: Set Public Hearing - Text Amendment to the Camden County Code of Ordinances

Summary:

The attached Ordinance 2023-08-01 proposes a text change to the Camden County Unified Development Ordinance. The proposed language change is necessary for clarification of the requirements.

The Text amendment will amend the Camden County Code of Ordinances Chapter 151 for the following Articles:

- Article 3 Zoning Districts: 3.5.2 Working Lands District and 3.5.3 Rural Residential District Dimensional Requirements
- Article 6 Subdivision Requirements: 6.5.2 Conservation Subdivision Applicability
- Article 7 Environmental Provisions: 7.5.2 Open Space Set-Aside Applicability
- Article 5 Development Standards: 5.1.2 Commercial Design Standards

The Planning Board voted unanimously to recommend approval.

Recommendation:

Motion to set Public Hearing for August 7, 2023

Ordinance No. 2023-08-01
UDO No. 2023-04-082
Amending the Camden County Code of Ordinances
Camden County, North Carolina

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

Article I: Purpose

The purpose of this Ordinance is to amend Chapter 151 of the Camden County Code of Ordinances of Camden County, North Carolina, which was originally adopted by the County Commissioners on January 1, 1998, and subsequently revised February 4, 2019 and subsequently amended, and as otherwise incorporated into the Camden County Code.

Article II: Construction

For purposes of this Ordinance, underlined words (in italics) shall be considered as additions to existing Ordinance language and ~~throughout~~ words shall be considered deletions to existing language. New language of proposed ordinance shall be shown in italics, underlined, and highlighted orange.

Article III:

Amending Camden County Code of Ordinances, Chapter 151 specifically:

- Article 3 Zoning Districts: 3.5.2 Working Lands District and 3.5.3 Rural Residential District Dimensional Requirements
- Article 6 Subdivision Requirements: 6.5.2 Conservation Subdivision Applicability
- Article 7 Environmental Provisions: 7.5.2 Open Space Set-Aside Applicability
- Article 5 Development Standards: 5.1.2 Commercial Design Standards

3.5.2.WORKING LANDS (WL) DISTRICT

A. Purpose Statement			
<p>WL Working Lands</p> <p>The Working Lands (WL) district is established to accommodate agriculture, agribusiness-related uses, and limited home residential development at very low densities in rural portions of the County. The district is primarily intended to preserve and protect bona fide farms and resource lands for current or future agricultural use as well as to protect the rural character of the area. One of the primary goals for character protection in this requirement is to configure residential subdivisions <u>that are more than five (5) or more lots are created</u> as conservation subdivisions. The conservation subdivision approach seeks to minimize the visibility of new residential development from adjacent roadways through proper placement and screening, and allows farmers to capture a portion of the land's development potential while continuing to farm. Conservation subdivisions allow a portion of a tract or site to be developed with single-family detached homes while the balance of the site is left as conservation or agricultural land. The district also accommodates a wide range of agricultural and agricultural-related uses like "agri-tourism" as well as service and support uses to the rural community, including day care, educational uses, public safety facilities, parks, and utility facilities.</p>			

B. Dimensional Requirements			
#	STANDARD TYPE	REQUIREMENTS FOR TRADITIONAL DEVELOPMENT	REQUIREMENTS FOR CONSERVATION SUBDIVISIONS [1]
A	Minimum Development Size (acres)	N/A	10

Attachment: bocminutes_070323 (BOC Meeting Minutes)

B	Maximum Residential Density (units/acre)	0.2	1
C	Minimum Lot Area (acres)	5	1
D	Minimum Lot Width (feet) [2]	300	60
E	Maximum Lot Coverage (% of lot area) [3]	24	72
F	Minimum Open Space (% of development size) [4]	None	50
G	Minimum Front Setback (feet)	50	20
H	Minimum Corner Side Setback (feet)	50	20
I	Minimum Interior Side Setback (feet)	25	10
J	Minimum Rear Setback (feet)	25	15
K	Minimum Distance Between Buildings, Front-to-Back (feet) [5]	20	10
L	Minimum Distance Between Buildings, Side-to-Side (feet) [5]	15	5
M	Minimum Accessory Building Setback (feet)	10	3
N	Minimum Setback from Agricultural Activity (feet) [6]	50	50
O	Maximum Building Height (feet)	35 [7]	35

NOTES:
 [1] Residential developments of two five or more lots are created shall be configured as a conservation subdivision in accordance with the standards in Section 6.5 Conservation Subdivisions.
 [2] Lots on a curvilinear street shall maintain a minimum frontage of 25 feet and shall maintain 50 percent of the required minimum lot width at a point located 50 feet from the street right-of-way edge.
 [3] The maximum lot coverage may be increased with approval from NCEDE and compliance with all applicable stormwater management requirements.
 [4] Applied to residential subdivisions and nonresidential developments.
 [5] Applied in cases where there are two or more principal buildings on the same lot.
 [6] Distance is applied from the perimeter of agricultural activity occurring on the same or an adjacent lot.
 [7] Maximum building height may be increased to 50 feet for agricultural or agriculture-related uses.
 [8] Transfer Policy shall require a maximum lot size of 100 feet.

3.5.3. RURAL RESIDENTIAL (RR) DISTRICT

RR Rural Residential

A. Purpose
 The Rural Residential (RR) district is established to accommodate low-density residential neighborhoods and supporting uses on lots near some farm and agricultural areas in the rural portion of the County. The district is intended to accommodate residential development in ways that will not interfere with agricultural activity or negatively impact the rural character of the County. One of the primary goals for character protection is the requirement to configure residential subdivisions using at least one lot per acre as conservation subdivisions. The conservation subdivision approach seeks to minimize the visibility of new residential development from adjacent roadways through proper placement and screening. The district accommodates several differing agricultural uses and single-family detached homes. It also allows supporting uses like educational facilities, parks, public safety facilities, and utilities. District regulations encourage uses that enhance with the development of residential settings or that are detrimental to the rural nature of the district.

C. Dimensional Requirements		REQUIREMENTS FOR TRADITIONAL DEVELOPMENT	REQUIREMENTS FOR CONSERVATION SUBDIVISIONS [1]
A	Minimum Development Size (acres)	N/A	10
B	Maximum Residential Density (units/acre)	0.5	1
C	Minimum Lot Area (acres)	2	1
D	Minimum Lot Width (feet) [2]	125	60
E	Maximum Lot Coverage (% of lot area) [3]	24	72
F	Minimum Open Space (% of development size) [4]	None	50
G	Minimum Front Setback (feet)	50	20
H	Minimum Corner Side Setback (feet)	50	20
I	Minimum Interior Side Setback (feet)	25	10
J	Minimum Rear Setback (feet)	25	15
K	Minimum Distance Between Buildings, Front-to-Back (feet) [5]	20	10
L	Minimum Distance Between Buildings, Side-to-Side (feet) [5]	15	5
M	Minimum Accessory Building Setback (feet)	10	3
N	Maximum Building Height (feet)	35 [6]	35

NOTES:
 [1] Residential developments of two five or more lots are created shall be configured as a conservation subdivision in accordance with the standards in Section 6.5 Conservation Subdivisions.
 [2] Lots on a curvilinear street shall maintain a minimum frontage of 25 feet and shall maintain 50 percent of the required minimum lot width at a point located 50 feet from the street right-of-way edge.
 [3] The maximum lot coverage may be increased with approval from NCEDE and compliance with all applicable stormwater management requirements.
 [4] Applied to residential subdivisions and nonresidential developments.
 [5] Applied in cases where there are two or more principal buildings on the same lot.
 [6] Maximum building height may be increased to 50 feet for agricultural or agriculture-related uses.

6.5 CONSERVATION SUBDIVISION

6.5.2 APPLICABILITY

A. Type of Development
 This conservation subdivision option shall be limited to development of single-family detached residential dwellings on individual lots in subdivisions with at least one lot per acre are created. The conservation subdivision option shall not be available for any other form of development or use type.

B. Where Required
 Single-family detached residential subdivisions with at least one lot per acre are created in the W and RR districts shall be configured as conservation subdivisions, in accordance with the standards in this section.

C. Where Allowed
 Single-family detached residential subdivisions with at least one lot per acre are created in the SR and PO districts may be developed as a conservation subdivision, in accordance with the standards in this section.

7.5.2. APPLICABILITY

A. Generally
 1. Unless exempted in accordance with Section 7.5.2.C. Exemptions, the standards in this section shall apply to all new development and redevelopment in the County.
 2. Redevelopment conducted after February 4, 2019 shall comply with the standards in this section, to the maximum extent practicable, and shall provide for no less than of open space standards.

B. Conservation Subdivisions
 Open space setbacks associated with a conservation subdivision shall be subject to the standards in Section 6.5, Conservation Subdivision, in addition to these standards. In the event of a conflict, the standards in Section 6.5, Conservation Subdivision, shall control.

C. Exemptions
 The following forms of development shall be exempted from the standards in this section:
 1. Development of an individual single-family dwelling (including manufactured homes) on lots platted prior to February 4, 2019.
 2. Large Subdivisions with at least one lot per acre are created where all lots are intended for single-family detached residential dwellings; and
 3. Development located within the CP, L, and H districts.

5.1.2. COMMERCIAL DESIGN STANDARDS

D. Design Requirements

3. Building Material Standards

a. Acceptable Materials

- The predominant exterior building materials for nonresidential development shall be of high quality, and may include:
 - A. Brick;
 - B. Rock, stone, or tinted and textured concrete masonry units;
 - C. Natural, decay-resistant, high-quality exterior wood siding, shingles, or clapboards;
 - D. Cementitious siding (sheet or plank);
 - E. High-quality, architectural metal (stainless steel, copper, brushed nickel, brass, but excluding corrugated metal siding), subject to approval by the Planning Board or the Board of Community Design; and
 - F. Transparent glass windows and doors.
- Suggested pitched roof materials include asphalt shingles, standing seam metal, slate, or similar materials.
- Artificial materials which closely resemble these materials shall also be allowed, but are subject to approval by the Local Newspaper Board of Commissioners or the Planning Board.

Attachment: bocminutes_070323 (BOC Meeting Minutes)

Motion to approve the Consent Agenda as presented.

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

ITEM 8. COUNTY MANAGER'S REPORT

County Manager Erin Burke included the following in her report:

- Meetings Attended:
 - Jail Board
 - Board of Commissioners / Board of Education Joint Meeting
 - Treasure Point Rural Education Center Kickoff Meeting
 - New Camden County High School Kickoff Meeting
 - Heritage Festival Canning Contest Meeting
- Librarian Interviews
- New School Superintendent Meet and Greet
- Lease Discussion with Success Academy
- Met with McAdams Engineers
- Spectrum Internet Virtual Meeting
- Virginia Tillett Community Center Meeting
- EMS Director Position Posting

ITEM 9. COMMISSIONERS' REPORTS

Chair White announced the Shred-It event to take place August 25th, 10 AM to 1 PM at the Camden Senior Center.

ITEM 10. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES

Provided for information only:

- A. Register of Deeds Report
- B. Library Report
- C. Fire Prevention Report

ITEM 11. OTHER MATTERS

- A. Swap and Shop Sites

Commissioner Leary stated that he had received numerous requests to reopen the Swap and Shop areas at the convenience sites.

Commissioner Krainiak spoke in favor of reopening the Swap and Shop areas as he prefers items that are still of use to not be discarded.

County Manager Burke explained that the Swap and Shop areas previously had to be cleaned out regularly at the convenience centers due to items discarded in the 'swap areas' that belonged in the trash bins. Adjacent counties have also closed convenience center swap areas due to similar issues. Community and online yard sales have become a more useful approach to discarding items of value and use.

Public Works Director Chuck Jones stated that the swap areas had been abused and items were regularly left that did not belong in the swap area. The cleanup of these require staff to mobilize tractors and other equipment necessary to take trash and other discarded bulk items out of the swap areas to be placed in the appropriate bins. The staff at the convenience sites are not County employees and cannot hold citizens accountable for what is placed in the bins.

Motion to reopen the Swap and Shop areas of the convenience sites.

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

The Clerk requested a poll of the Board:
Chair White – no

Vice Chair Munro – no
Commissioner Aydlett – no
Commissioner Krainiak – aye
Commissioner Leary – aye

ITEM 12. ADJOURN

There being no further matters for discussion Chair White adjourned the meeting at 7:27 PM.

BOARD OF EQUALIZATION AND REVIEW

Chair White reconvened the Board of Equalization and Review.

There being no cases to come before the Board, Chair White adjourned the meeting.

DRAFT

Attachment: bocminutes_070323 (BOC Meeting Minutes)



CAMDEN COUNTY

NORTH CAROLINA • USA

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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.B
Meeting Date: August 07, 2023
Submitted By: Stephanie Jackson,
 Finance
 Prepared by: Stephanie Jackson

Item Title **Budget Amendments**

Attachments: 23-24 BA 002 Aydlett Trustee Account (DOC)
 23-24 BA 003 Shiloh Courthouse Fire Grant Funding
 (DOC)
 23-24 BA 004 Sentara - Community Park Grant
 (DOC)
 23-24 BA 005 Shred Grant (DOC)
 23-24 BA 006 ABC Funds to Sheriff's Department
 (DOC)
 23-24 BA 007 Sentara Grant monies to Sheriff's
 Department (DOC)
 23-24 BA 008 Donations to Sheriff's Department
 (DOC)
 23-24 BA 009 Smalls Trustee Account (DOC)
 23-24 BA 010 Shiloh Courthouse Fire Commission
 Property Sold(DOC)

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
51330800-437350	TRUSTEE ACCOUNT	\$18,588	
Expenses			
518000-537500	TRUSTEE ACCOUNT	18,588	

This Budget Amendment is made to appropriate funds that we will be receiving for a new trustee.

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

Balance in Contingency \$40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 7th day of August, 2023.

Clerk to Board of Commissioners

Chair, Board of Commissioners

Attachment: 23-24 BA 002 Aydlett Trustee Account (Budget Amendments)

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
40380530-433500	MISCELLANEOUS	\$3,353.66	
Expenses			
405300-574400	GRANT PURCHASES	3,353.66	

This Budget Amendment is made to appropriate funds that were received through a grant for the Fire Department to acquire AED's.

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

Balance in Contingency \$40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 7th day of August, 2023.

Clerk to Board of Commissioners

Chair, Board of Commissioners

Attachment: 23-24 BA 003 Shiloh Courthouse Fire Grant Funding (Budget Amendments)

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10360612-402001	PRIVATE DONATIONS	\$10,000	
Expenses			
106120-533100	GRANT PURCHASES	10,000	

This Budget Amendment is made to appropriate funds that were received through a grant for the Community Park.

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

Balance in Contingency \$40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 7th day of August, 2023.

Clerk to Board of Commissioners

Chair, Board of Commissioners

Attachment: 23-24 BA 004 Sentara - Community Park Grant (Budget Amendments)

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10360621-434868	STATE GRANT	\$2,800	
Expenses			
106210-533100	GRANT PURCHASES	2,800	

This Budget Amendment is made to appropriate funds that were received through a grant for the Senior Center to do a Shred Event.

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

Balance in Contingency \$40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 7th day of August, 2023.

Clerk to Board of Commissioners

Chair, Board of Commissioners

Attachment: 23-24 BA 005 Shred Grant (Budget Amendments)

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
1030510-433500	MISCELLANEOUS	\$7,733.31	
Expenses			
105100-557000	MISCELLANEOUS	7,733.31	

This Budget Amendment is made to appropriate funds that were received from the ABC Store to the Sheriff’s Department.

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

Balance in Contingency \$40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 7th day of August, 2023.

Clerk to Board of Commissioners

Chair, Board of Commissioners

Attachment: 23-24 BA 006 ABC Funds to Sheriff's Department (Budget Amendments)

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10360510-434898	Grant Revenues	\$10,000	
Expenses			
105100-574400	Grant Purchases	10,000	

This Budget Amendment is made to appropriate funds that were received from Grant monies received for the Sheriff’s Department.

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

Balance in Contingency \$40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 7th day of August, 2023.

Clerk to Board of Commissioners

Chair, Board of Commissioners

Attachment: 23-24 BA 007 Sentara Grant monies to Sheriff's Department (Budget Amendments)

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10385510-402001	Private Donations	\$1,210	
Expenses			
105100-551400	Sheriff's Fund Raisers	1,210	

This Budget Amendment is made to appropriate funds that were received from donations received for the Sheriff's Department.

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

Balance in Contingency \$40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 7th day of August, 2023.

Clerk to Board of Commissioners

Chair, Board of Commissioners

Attachment: 23-24 BA 008 Donations to Sheriff's Department (Budget Amendments)

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
51330800-437960	TRUSTEE ACCOUNT	\$11,856	
Expenses			
518000-537960	TRUSTEE ACCOUNT	11,856	

This Budget Amendment is made to appropriate funds that we will be receiving for a trustee.

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

Balance in Contingency \$40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 7th day of August, 2023.

Clerk to Board of Commissioners

Chair, Board of Commissioners

Attachment: 23-24 BA 009 Small's Trustee Account (Budget Amendments)

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
40380530-433500	Miscellaneous	\$10,000	
Expenses			
405300-523000	Non-Capitalized Equipment	10,000	

This Budget Amendment is made to appropriate funds to appropriate monies received in the equipment line for Shiloh Courthouse Fire Commission.

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

Balance in Contingency \$40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 7th day of August, 2023.

Clerk to Board of Commissioners

Chair, Board of Commissioners

Attachment: 23-24 BA 010 Shiloh Courthouse Fire Commission Property Sold (Budget Amendments)



CAMDEN COUNTY

NORTH CAROLINA • USA

Boundless Opportunities.

Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number:	8.C
Meeting Date:	August 07, 2023
Submitted By:	Karen Davis, Clerk to the Board Schools Prepared by: Karen Davis
Item Title	School Budget Amendments
Attachments:	School Budget Amendments (PDF)

Budget Amendment

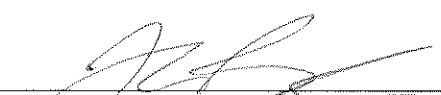
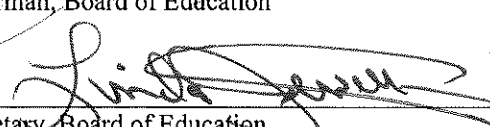
Camden County Schools Administrative Unit

State Public School Fund

The Camden County Board of Education at a meeting on the 28th day of June, 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount							
		Increase	Decrease						
5100	Regular Instructional Support	49,064.59							
5200	Special Populations Services	383.67							
<p>Explanation:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Total Appropriation in Current Budget</td> <td style="text-align: right;">\$ 18,791,597.69</td> </tr> <tr> <td>Amount of Increase/Decrease of Above Amendment</td> <td style="text-align: right;">+ 49,448.26</td> </tr> <tr> <td>Total Appropriation in Current Amended Budget</td> <td style="text-align: right;">\$ 18,841,045.95</td> </tr> </table>				Total Appropriation in Current Budget	\$ 18,791,597.69	Amount of Increase/Decrease of Above Amendment	+ 49,448.26	Total Appropriation in Current Amended Budget	\$ 18,841,045.95
Total Appropriation in Current Budget	\$ 18,791,597.69								
Amount of Increase/Decrease of Above Amendment	+ 49,448.26								
Total Appropriation in Current Amended Budget	\$ 18,841,045.95								

<p>Passed by majority vote of the Board of Education of Camden County on the 28th day of June, 2023.</p> <div style="text-align: center;">  _____ Chairman, Board of Education </div> <div style="text-align: center;">  _____ Secretary, Board of Education </div>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20__.</p> <div style="text-align: center;"> _____ Chairman, Board of County Commissioners </div> <div style="text-align: center;"> _____ Clerk, Board of County Commissioners </div>
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Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
June 28, 2023

1. State Public School Fund

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

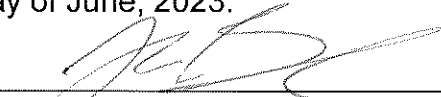
Non-Contributory Employee Benefits

1.5110.009.184 Longevity	\$ +	525.10
1.5110.009.188 Annual Leave Payout	+ 36,602.84	
1.5110.009.211 Emp. Soc. Sec. Costs	+ 2,840.28	
1.5110.009.221 Emp. Retirement Costs	+ 9,096.37	
1.5210.009.188 Annual Leave Payout	+ 290.33	
1.5210.009.211 Emp. Soc. Sec. Costs	+ 22.21	
1.5210.009.221 Emp. Retirement Costs	+ <u>71.13</u>	


Total – Non-Contributory Employee Benefits \$ + 49,448.26

3100.000 Revenue – State Public School Fund \$ - 49,448.26

Passed by majority vote of the Board of Education of Camden County on the 28th day of June, 2023.



Chairman, Board of Education



Secretary, Board of Education

Attachment: School Budget Amendments (School Budget Amendments)

Budget Amendment

Camden County Schools Administrative Unit

Local Current Expense Fund

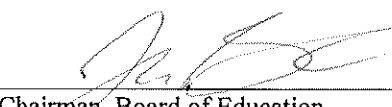
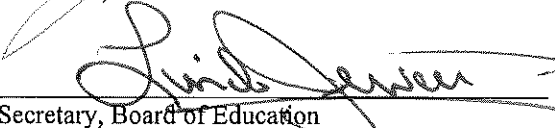
The Camden County Board of Education at a meeting on the 28th day of June, 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Services	64,014.71	
5200	Special Populations Services	4,411.56	
5300	Alternative Programs & Services	282.87	
5400	School Leadership Services	2,984.90	
5500	Co-Curricular Services	2,282.84	
5800	School-Based Support Services		9,142.62
6300	Alternative Programs	23.55	
6500	Operational Support Services		47,335.86
6600	Financial & Human Resources	63,985.79	
6700	Accountability Services		165.22
6800	System-Wide Pupil Support		7,326.61
6900	Policy, Leadership & Public	31,388.28	
7100	Community Services	1,517.89	
8100	Payments to Other Gov't Units		170.15

Explanation:			
Total Appropriation in Current Budget		\$	3,332,865.00
Amount of Increase/Decrease of Above Amendment			+ 106,751.93
Total Appropriation in Current Amended Budget		\$	3,439,616.93

Attachment: School Budget Amendments (School Budget Amendments)

<p>Passed by majority vote of the Board of Education of Camden County on the 28th day of June, 2023.</p>  <p>Chairman, Board of Education</p>  <p>Secretary, Board of Education</p>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20 ____.</p> <p>_____ Chairman, Board of County Commissioners</p> <p>_____ Clerk, Board of County Commissioners</p>
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BUDGET AMENDMENT
June 28, 2023

2. Local Current Expense Fund

A. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

Charter Schools

2.8100.036.717 Payment to Charter Schools \$ - 170.15

Total – Charter Schools \$ - 170.15

B. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

Transportation of Pupils

2.6550.056.171 Salary – Bus Driver \$ + 5,592.77

2.6550.056.312 Workshop Expenses + 188.10

2.6550.056.423 Gas/Diesel Fuel + 21,452.76

2.6550.056.552 Title & License Fee + 2,006.00

Total – Transportation of Pupils \$ + 29,239.63

C. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

Community Schools

2.7100.704.411 Supplies & Materials \$ + 871.20

2.7100.704.418 Computer Software & Supplies + 432.32

2.7100.704.459 Other Food Purchases + 214.37

Total – Community Schools \$ + 1,517.89

D. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

Maintenance/Operation of Plant

2.6510.802.341..40 Telephone \$ - .99

2.6530.802.322..40 Utilities – Natural Gas + 1,533.00

2.6540.802.311..40 Contracted Services - 77,312.77

Total – Maintenance/Operation of Plant \$ - 75,780.76

E. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
 Local Current Expense Fund
 June 28, 2023, Page 2

Classroom Support

2.5110.842.121 Salary - Teacher	\$ -	338.72
2.5110.842.162 Substitute Pay	+	13,090.45
2.5110.842.185 Bonus Leave Payoff	+	173.97
2.5110.842.188 Annual Leave	+	60.51
2.5110.842.195 Planning Period Stipend	-	499.46
2.5110.842.211 Emp. Soc. Sec. Costs	+	888.16
2.5110.842.221 Emp. Retirement Costs	+	3,561.24
2.5110.842.231 Emp. Hosp. Ins. Costs	+	15,230.10
2.5110.842.311 Contracted Services	+	8,885.65
2.5110.842.315 Reproduction Costs	-	3,794.18
2.5110.842.319 Drug Testing	+	125.00
2.5110.842.332 Travel – Teachers	+	1,263.20
2.5110.842.333 Field Trips	-	1,103.04
2.5110.842.379 Other Insurance	+	13.75
2.5110.842.411 Supplies & Materials	-	5,274.09
2.5110.842.418 Computer Software & Supplies	-	373.95
2.5120.842.163 Substitute Pay	-	25.00
2.5120.842.184 Longevity Pay	+	270.66
2.5120.842.211 Emp. Soc. Sec. Costs	+	17.79
2.5120.842.221 Emp. Retirement Costs	+	65.68
2.5120.842.312 Workshop Expenses	+	85.13
2.5134.842.121 Salary – Teacher	+	690.69
2.5134.842.211 Emp. Soc. Sec. Costs	+	52.84
2.5134.842.221 Emp. Retirement Costs	+	169.22
2.5210.842.121 Salary – Teacher	+	2,418.60
2.5210.842.162 Substitute Pay	+	442.98
2.5210.842.163 Substitute Pay	+	264.58
2.5210.842.211 Emp. Soc. Sec. Costs	+	275.31
2.5210.842.221 Emp. Retirement Costs	+	592.55
2.5210.842.332 Travel	+	68.66
2.5330.842.188 Annual Leave	+	214.06
2.5330.842.211 Emp. Soc. Sec. Costs	+	16.37
2.5330.842.221 Emp. Retirement Costs	+	52.44
2.5420.842.116 Salary – Asst. Principal	+	2,901.49
2.5420.842.211 Emp. Soc. Sec. Costs	+	221.96
2.5420.842.231 Emp. Hosp. Ins. Costs	+	38.99
2.5860.842.146 Salary – Technology	-	6,287.40
2.5860.842.184 Longevity Pay	+	707.32
2.5860.842.199 Overtime Pay	+	439.05
2.5860.842.211 Emp. Soc. Sec. Costs	-	1,014.73
2.5860.842.221 Emp. Retirement Costs	-	1,260.20

Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
Local Current Expense Fund
June 28, 2023, Page 3

2.5860.842.231 Emp. Hosp. Ins. Costs	-	<u>1,673.80</u>
Total – Classroom Support	\$ +	31,653.83

- F. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

Band Program

2.5110.844.163 Substitute Pay	\$ -	305.00
2.5110.844.211 Emp. Soc. Sec. Costs	-	80.90
2.5110.844.326 Contracted Repair	-	283.76
2.5110.844.461 Pur. of Non-Cap Equipment	-	<u>37.11</u>
Total – Band Program	\$ -	706.77

- G. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

At Risk

2.6300.847.312 Workshop Expenses	\$ +	<u>23.55</u>
Total – At Risk	\$ +	23.55

- H. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

Children with Special Needs

2.5210.849.121 Salary - Teachers	\$ +	54.53
2.5210.849.162 Substitute Pay	+	265.00
2.5210.849.211 Emp. Soc. Sec. Costs	+	24.14
2.5210.849.221 Emp. Retirement Costs	+	13.36
2.5210.849.231 Emp. Hosp. Ins. Costs	+	3.82
2.5210.849.411 Supplies & Materials	-	<u>11.97</u>
Total – Children with Special Needs	\$ +	348.88

- I. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

Athletics

2.5500.850.181 Supplementary Pay	\$ +	601.02
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BUDGET AMENDMENT
 Local Current Expense Fund
 June 28, 2023, Page 4

2.5500.850.331 Transportation Costs	+ <u>1,681.82</u>
Total – Athletics	\$ + 2,282.84

- J. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

<u>School Health Services</u>	
2.5840.855.211 Emp. Soc. Sec. Costs	\$ - <u>52.86</u>
Total – School Health Services	\$ - 52.86

- K. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

<u>Board of Education</u>	
2.6910.860.311 Contracted Services	\$ + <u>20,152.74</u>
Total – Board of Education	\$ + 20,152.74

- L. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

<u>Office of the Superintendent</u>	
2.6940.865.311 Contracted Services	\$ - 3,220.49
2.6940.865.361 Membership Dues & Fees	+ 14,902.56
2.6940.865.411 Supplies & Materials	- <u>16.72</u>
Total – Office of the Superintendent	\$ + 11,665.35

- M. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

<u>Office of the Principal</u>	
2.5400.870.332 Travel	\$ - 45.81
2.5400.870.342 Postage	- <u>131.73</u>
Total – Office of the Principal	\$ - 177.54

- N. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

BUDGET AMENDMENT
Local Current Expense Fund
June 28, 2023, Page 5

Fiscal Services

2.6610.875.115 Salary – Finance Officer	\$ + 8,701.00
2.6610.875.151 Salary – Office Personnel	+ 25,463.09
2.6610.875.211 Emp. Soc. Sec. Costs	+ 4,529.86
2.6610.875.221 Emp. Retirement Costs	+ 14,985.18
2.6610.875.231 Emp. Hosp. Ins. Costs	+ 6,393.10
2.6610.875.312 Workshop Expenses	- 554.74
2.6610.875.319 Other Prof & Tech Services	- 3,283.20
2.6610.875.362 Bank Charges	+ 66.21
2.6610.875.363 Financial Penalties	+ 4,472.58
2.6610.875.411 Supplies & Materials	+ 608.32
2.6610.875.418 Computer Software & Supplies	- 450.00
2.6610.875.461 Pur. of Non-Cap Equipment	- <u>100.00</u>
 Total – Fiscal Services	 \$ + 60,831.40

O. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

Auxiliary Services

2.6580.885.184 Longevity Pay	\$ - 441.36
2.6580.885.211 Emp. Soc. Sec. Costs	- 118.70
2.6580.885.221 Emp. Retirement Costs	- 231.59
2.6580.885.231 Emp. Hosp. Ins. Costs	- <u>3.08</u>
 Total – Auxiliary Services	 \$ - 794.73

P. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

Evaluation & Testing

2.6720.890.332 Travel	\$ - 138.40
2.6720.890.411 Supplies & Materials	- <u>26.82</u>
 Total – Evaluation & Testing	 \$ - 165.22

Q. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

Personnel

2.6620.895.319 Other Prof & Tech Services	\$ + <u>3,154.39</u>
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Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
Local Current Expense Fund
June 28, 2023, Page 6

Total – Personnel \$ + 3,154.39

R. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

<u>Orientation/BT/TOY/EOY</u>		
2.5110.896.163 Substitute Pay	\$ -	454.99
2.5110.896.181 Supplementary Pay	-	941.90
2.5110.896.211 Emp. Soc. Sec. Costs	-	107.31
2.5110.896.221 Emp. Retirement Costs	-	224.27
2.5110.896.311 Contracted Services	-	500.00
2.5110.896.312 Workshop Expenses	-	1,800.00
2.5110.896.352 Prof Cert Exam Fees	-	500.00
2.5110.896.361 Membership Dues	-	500.00
2.5110.896.411 Supplies & Materials	-	898.19
2.5110.896.462 Pur. of Non-Cap Comp Hdwe	-	<u>1,202.36</u>

Total – Orientation/BT/TOY/EOY \$ - 7,129.02

S. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

<u>Data Management</u>		
2.6820.900.113 Data Mgmt Officer	\$ -	1,850.00
2.6820.900.211 Emp. Soc. Sec. Costs	-	141.53
2.6820.900.221 Emp. Retirement Costs	-	452.59
2.6820.900.418 Computer Software & Supplies	-	<u>4,882.49</u>

Total – Data Management \$ - 7,326.61

T. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

<u>Other Employee Benefits</u>		
2.5110.910.233 Emp. Unemployment Insurance	\$ -	<u>.25</u>

Total – Other Employee Benefits \$ - .25

Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
Local Current Expense Fund
June 28, 2023, Page 7

U. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

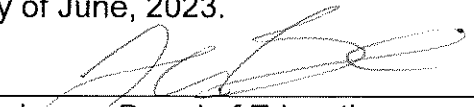
<u>Additional Pay</u>		
2.5110.911.181 Supplementary Pay	\$	+ <u>38,615.15</u>
Total – Additional Pay	\$	+ 38,615.15

V. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

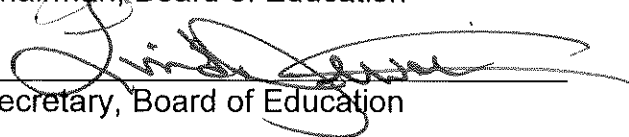
<u>Staff Development</u>		
2.6940.912.312 Workshop Expenses	\$	- <u>429.81</u>
Total – Staff Development	\$	- 429.81

2.4410	Fines & Forfeitures	-	11,936.50
2.4420	Rental of School Property	-	340.00
2.4450	Interest on Investments	-	4,273.19
2.4490	Misc. Local Operating Revenues	+	5,768.25
2.4490.056	Misc. Transportation	-	611.27
2.4910	Fund Balance Appropriated	-	<u>95,359.22</u>
Total – Revenue			- 106,751.93

Passed by majority vote of the Board of Education of Camden County on the 28th day of June, 2023.



Chairman, Board of Education




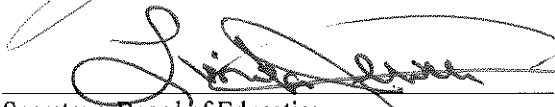
Secretary, Board of Education

Budget Amendment
 Camden County Schools Administrative Unit
 Federal Grant Fund

The Camden County Board of Education at a meeting on the 28th day of June 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Services		253,099.55
5200	Special Populations Services	6,592.87	
5300	Alternative Programs & Services	11,599.28	
5800	School-Based Support Services		4,874.86
6200	Special Population Support		2,603.02
6500	Operational Support Services	245,959.86	
7200	Nutrition Services		
8100	Payments to Other Gov't Units		3,574.58
Explanation: Revenues increased for carryover funds			
	Total Appropriation in Current Budget	\$	1,692,183.21
	Amount of Increase/Decrease of		
	Above Amendment	+	0.00
	Total Appropriation in Current Amended		
	Budget	\$	1,692,183.21

<p>Passed by majority vote of the Board of Education of Camden County on the 28th day of June, 2023.</p> <div style="text-align: center;">  _____ Chairman, Board of Education </div> <div style="text-align: center;">  _____ Secretary, Board of Education </div>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20____.</p> <div style="text-align: center;"> _____ Chairman, Board of County Commissioners </div> <div style="text-align: center;"> _____ Clerk, Board of County Commissioners </div>
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Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
June 28, 2023

3. Federal Grant Fund

A. We have reviewed this budget and need to transfer funds within the budget. We request your approval of the following amendment.

IDEA Title IV-B – Pre-School Handicapped

Project #23-049-150

3.5210.049.311 Contracted Services	\$ -	1,500.00
3.5230.049.162 Substitute Pay	+	9,720.00
3.5230.049.211 Emp. Soc. Sec. Costs	+	743.57
3.5230.049.411 Supplies & Materials	+	1,226.28
3.5230.049.461 Pur. of Non-Cap Equipment	-	3,700.00
3.6200.049.312 Workshop Expenses	-	1,000.00
3.6200.049.411 Supplies & Materials	-	1,500.00
3.6550.049.331 Contracted Pupil Transportation	-	4,025.96
3.8100.049.392 Indirect Cost	+	<u>36.11</u>

Total – IDEA Title IV-B – Pre-School Handicapped \$ + 0.00
=====

B. We have reviewed this budget and need to transfer funds within the budget. We request your approval of the following amendment.

Title I – Basic Program

Project #23-050-150

3.5320.050.411 Supplies & Materials	\$ -	129.68
3.5330.050.162 Substitute Pay	+	120.00
3.5330.050.211 Emp. Soc. Sec. Costs	+	9.18
3.5880.050.459 Other Food Purchases	+	<u>.50</u>

Total – Title I – Basic Program \$ + 0.00
=====

C. We have reviewed this budget and need to transfer funds within the budget. We request your approval of the following amendment.

IDEA – Section 611

Project #23-060-150

3.5210.060.121 Salary - Teacher	\$ +	11,755.50
3.5210.060.163 Substitute Pay	-	2,206.87
3.5210.060.167 Teacher Asst as Sub	-	1,000.00
3.5210.060.181 Supplementary Pay	-	9,000.00
3.5210.060.211 Emp. Soc. Sec. Costs	+	210.80

Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
Federal Grant Funds
June 28, 2023, Page 2

3.5210.060.221 Emp. Retirement Costs	+	666.56
3.5210.060.231 Emp. Hosp. Ins. Costs	-	427.24
3.5210.060.233 Unemployment Ins.	+	<u>1.25</u>
 Total – IDEA - Section 611	 \$ +	 0.00 =====

D. We have reviewed this budget and need to transfer funds within the budget. We request your approval of the following amendment.

Title IV – Student Support and Academic Enrichment

Project #23-108-150

3.5110.108.162 Substitute Pay	\$ +	10,585.26
3.5110.108.211 Emp. Soc. Sec. Costs	+	809.84
3.5110.108.411 Supplies & Materials	-	4,205.40
3.5110.108.461 Pur. of Non-Cap Equipment	-	2,314.34
3.5830.108.312 Workshop Expenses	+	264.08
3.5860.108.418 Computer Software & Supplies	-	<u>5,139.44</u>
 Total – Title IV – Student Support and Academic	 \$ +	 0.00 =====

E. We have reviewed this budget and need to transfer funds within the budget. We request your approval of the following amendment.

IDEA Special Needs Targeted Assistance

Project #23-118-150

3.5210.118.418 Computer Software & Supplies	\$ +	169.90
3.5230.118.312 Workshop Expenses	-	66.88
3.6200.118.312 Workshop Expenses	+	16.98
3.6200.118.353 Professional Certification	-	<u>120.00</u>
 Total – IDEA Special Needs Targeted Assistance	 \$ +	 0.00 =====

F. We have reviewed this budget and need to transfer funds within the budget. We request your approval of the following amendment.

IDEA Targeted Assistance

Project #23-119-150

3.5210.119.312 Workshop Expenses	\$ +	3,030.73
3.5210.119.411 Supplies & Materials	-	<u>3,030.73</u>

Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
Federal Grant Funds
June 28, 2023, Page 3

Total – IDEA Targeted Assistance	\$	+	0.00
			=====

- G. We have reviewed this budget and need to transfer funds within the budget. We request your approval of the following amendment.

ESSER II – School Nutrition COVID Support
Project #23-174-150

3.7200.174.180 Bonus Pay	\$	-	1,000.00
3.7200.174.183 Bonus Pay		+	990.00
3.7200.174.211 Emp. Soc. Sec. Costs		+	.53
3.7200.174.221 Emp. Retirement Costs		+	<u>9.47</u>

Total – ESSER II – School Nutrition COVID Support	\$	+	0.00
			=====

- H. We have reviewed this budget and need to transfer funds within the budget. We request your approval of the following amendment.

ESSER II – Summer Career Accelerator Program
Project #23-177-150

3.5350.177.411 Supplies & Materials	\$	+	152.13
3.5350.177.418 Computer Software & Supplies		-	<u>152.13</u>

Total – ESSER II – Summer Career Accelerator	\$	+	0.00
			=====

- I. We have reviewed this budget and need to transfer funds within the budget. We request your approval of the following amendment.

ESSER III – K-12 Emergency Relief Fund
Project #23-181-150

3.5110.181.311 Contracted Services	\$	-	97,415.38
3.5110.181.462 Pur. of Non-Cap Comp Hdwe		-	97,592.40
3.5120.181.311 Contracted Services		-	2,600.00
3.5120.181.411 Supplies & Materials		-	60,367.13
3.5330.181.121 Salary – Teacher		+	18,446.40
3.5330.181.211 Emp. Soc. Sec. Costs		+	1,222.01
3.5330.181.221 Emp. Retirement Costs		+	4,519.37
3.5330.181.231 Emp. Hosp. Ins. Costs		+	1,880.68
3.5330.181.418 Computer Software & Supplies		-	14,468.68

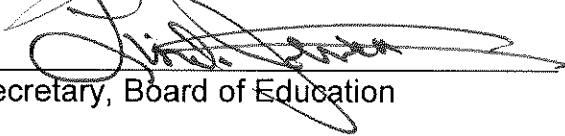
BUDGET AMENDMENT
Federal Grant Funds
June 28, 2023, Page 4

3.6540.181.311 Contracted Services	+249,985.82
3.8100.181.392 Indirect Costs	- <u>3,610.69</u>
Total – ESSER III – K-12 Emergency Relief Fund	\$ + 0.00 =====

Passed by majority vote of the Board of Education of Camden County on the 28th day of June, 2023.



Chairman, Board of Education



Secretary, Board of Education

Attachment: School Budget Amendments (School Budget Amendments)

Budget Amendment



Camden County Schools Administrative Unit

Federal Grant Fund

The Camden County Board of Education at a meeting on the 28th day of June 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
5300	Alternative Programs/Services	2,693.00	
Explanation: Revenues increased for carryover funds			
	Total Appropriation in Current Budget	\$	1,692,183.21
	Amount of Increase/Decrease of		
	Above Amendment	+	2,693.00
	Total Appropriation in Current Amended Budget	\$	1,694,876.21

Passed by majority vote of the Board of Education of Camden County on the 28 th day of June, 2023.	We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20____.
 _____ Chairman, Board of Education	_____ Chairman, Board of County Commissioners
 _____ Secretary, Board of Education	_____ Clerk, Board of County Commissioners

Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
June 28, 2023

3. Federal Grant Fund

A. We have received an allotment revision for this budget and need to transfer funds in the budget. We request your approval of the following amendment.

ESSER III – Summer Career Accelerator


Project #23-188-150

3.5350.188.121 Salary - Teacher \$ + 2,693.00


Total – ESSER III – Summer Career Accelerator \$ + 2,693.00
=====

3.3600.188 Revenue – ESSER III – Summer \$ - 2,693.00
=====

Passed by majority vote of the Board of Education of Camden County on the 28th day of June, 2023.



Chairman, Board of Education



Secretary, Board of Education

Attachment: School Budget Amendments (School Budget Amendments)

Budget Amendment


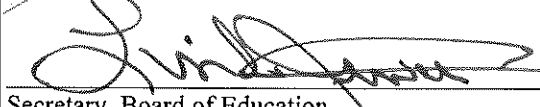
Camden County Schools Administrative Unit

Federal Grant Fund

The Camden County Board of Education at a meeting on the 28th day of June 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount													
		Increase	Decrease												
5200	Special Populations Services														
<p>Explanation: Revenues increased for carryover funds</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Total Appropriation in Current Budget</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 15%; text-align: right;">1,692,183.21</td> <td style="width: 15%;"></td> </tr> <tr> <td>Amount of Increase/Decrease of Above Amendment</td> <td></td> <td style="text-align: right;">+</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>Total Appropriation in Current Amended Budget</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">1,692,183.21</td> <td></td> </tr> </table>				Total Appropriation in Current Budget	\$	1,692,183.21		Amount of Increase/Decrease of Above Amendment		+	0.00	Total Appropriation in Current Amended Budget	\$	1,692,183.21	
Total Appropriation in Current Budget	\$	1,692,183.21													
Amount of Increase/Decrease of Above Amendment		+	0.00												
Total Appropriation in Current Amended Budget	\$	1,692,183.21													

<p>Passed by majority vote of the Board of Education of Camden County on the 28th day of June, 2023.</p>  <hr/> <p>Chairman, Board of Education</p>  <hr/> <p>Secretary, Board of Education</p>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20__.</p> <hr/> <p>Chairman, Board of County Commissioners</p> <hr/> <p>Clerk, Board of County Commissioners</p>
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Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
June 28, 2023

3. Federal Grant Fund

A. We have reviewed this budget and need to transfer funds within the budget. We request your approval of the following amendment.

IDEA – Section 611

Project #23-060-150

3.5210.060.163 Substitute Pay	\$ - 1,000.00
3.5210.060.231 Emp. Hosp. Ins. Costs	+ 1,000.00

Total – IDEA - Section 611	\$ + 0.00
	=====

B. We have reviewed this budget and need to transfer funds within the budget. We request your approval of the following amendment.

IDEA Targeted Assistance

Project #23-119-150

3.5210.119.411 Supplies & Materials	\$ + 3,030.73
3.5230.119.411 Supplies & Materials	- 3,030.73

Total – IDEA Targeted Assistance	\$ + 0.00
	=====

Passed by majority vote of the Board of Education of Camden County on the 28th day of June, 2023.



Chairman, Board of Education



Secretary, Board of Education

Attachment: School Budget Amendments (School Budget Amendments)

Budget Amendment

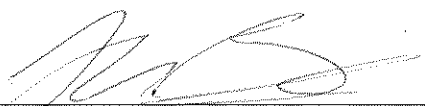
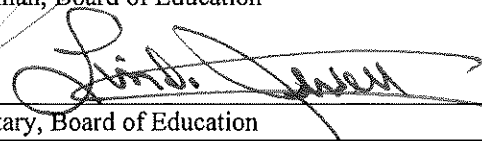
Camden County Schools Administrative Unit

Federal Grant Fund

The Camden County Board of Education at a meeting on the 28th day of June 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Services	5,489.96	
5200	Special Populations Services	14,024.44	
5300	Alternative Programs/Services		5,423.78
5400	School Leadership Services		4,116.00
5800	School-Based Support Services		579.73
6100	Support & Development Services		9,394.89
Explanation: Revenues increased for carryover funds			
	Total Appropriation in Current Budget	\$	1,692,183.21
	Amount of Increase/Decrease of		
	Above Amendment	+	0.00
	Total Appropriation in Current Amended		
	Budget	\$	1,692,183.21

<p>Passed by majority vote of the Board of Education of Camden County on the 28th day of June, 2023.</p>  _____ Chairman, Board of Education	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20__.</p> _____ Chairman, Board of County Commissioners
 _____ Secretary, Board of Education	_____ Clerk, Board of County Commissioners

Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
June 28, 2023

3. Federal Grant Fund

A. We have reviewed this budget and need to transfer funds within the budget. We request your approval of the following amendment.

ESEA Title II

Project #23-103-150

3.5110.103.162 Substitute Pay	\$ + 15,314.78
3.5110.103.163 Substitute Pay	- 6,527.50
3.5110.103.211 Emp. Soc. Sec. Costs	+ 672.23
3.5110.103.312 Workshop Expenses	- 9,552.91
3.5110.103.418 Computer Software & Supplies	- 936.38
3.5210.103.162 Substitute Pay	+ 15,805.00
3.5210.103.211 Emp. Soc. Sec. Costs	+ 1,209.08
3.5210.103.312 Workshop Expenses	- 2,989.64
3.5400.103.312 Workshop Expenses	- 4,116.00
3.5870.103.312 Workshop Expenses	+ 516.23
3.6110.103.411 Supplies & Materials	<u>- 9,394.89</u>

Total – ESEA Title II \$ + 0.00
=====

B. We have reviewed this budget and need to transfer funds within the budget. We request your approval of the following amendment.

Title IV – Student Support and Academic Enrichment

Project #23-108-150

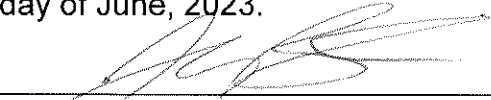
3.5110.108.411 Supplies & Materials	\$ + 4,205.40
3.5110.108.461 Pur. of Non-Cap Equipment	+ 2,314.34
3.5330.108.411 Supplies & Materials	- 5,423.78
3.5860.108.418 Computer Software & Supplies	<u>- 1,095.96</u>

Total – Title IV – Student Support and Academic \$ + 0.00
=====

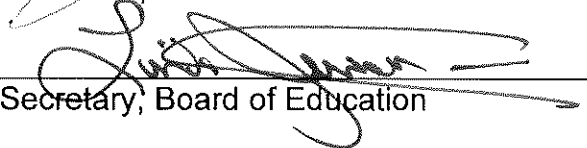
Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
Federal Grant Funds
June 28, 2023, Page 2

Passed by majority vote of the Board of Education of Camden County on the 28th day of June, 2023.



Chairman, Board of Education



Secretary, Board of Education

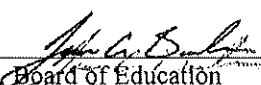
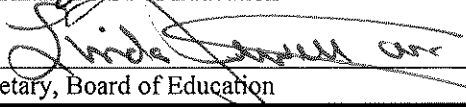
Attachment: School Budget Amendments (School Budget Amendments)

Budget Amendment
 Camden County Schools Administrative Unit
 Child Nutrition Fund

The Camden County Board of Education at a meeting on the 28th day of June 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount										
7200	Child Nutrition Services	Increase 34,497.26	Decrease									
Explanation: <table style="width: 100%; margin-left: 20px;"> <tr> <td style="width: 60%;">Total Appropriation in Current Budget</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;">809,953.61</td> </tr> <tr> <td>Amount of Increase/(Decrease) of Above Amendment</td> <td style="text-align: right;">+</td> <td style="text-align: right;">34,497.26</td> </tr> <tr> <td>Total Appropriation in Current Amended Budget</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">844,450.87</td> </tr> </table>				Total Appropriation in Current Budget	\$	809,953.61	Amount of Increase/(Decrease) of Above Amendment	+	34,497.26	Total Appropriation in Current Amended Budget	\$	844,450.87
Total Appropriation in Current Budget	\$	809,953.61										
Amount of Increase/(Decrease) of Above Amendment	+	34,497.26										
Total Appropriation in Current Amended Budget	\$	844,450.87										

Passed by majority vote of the Board of Education of Camden County Schools on the 28th day of June 2023.	We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes in the minutes of said Board, this ____ day of _____ 20___.
 _____ Chairman, Board of Education	_____ Chairman, Board of County Commissioners
 _____ Secretary, Board of Education	_____ Clerk, Board of County Commissioners

Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
June 28, 2023

5. Child Nutrition Fund

A. We have reviewed our budget and find that we must transfer funds to cover expenses within the program and adjust revenue to do the same. We request your approval of the following amendment.

Child Nutrition

7200.035.113	Salary - Director	\$ -	14,332.00
7200.035.165	Substitute Worker	+	367.99
7200.035.174	Salary – CN Manager	+	2,370.54
7200.035.176	Salary – Manager	+	35,062.59
7200.035.184	Longevity	+	127.65
7200.035.188	Annual Leave	-	192.83
7200.035.199	Overtime	+	1,505.76
7200.035.211	Emp. Soc. Sec. Costs	-	233.22
7200.035.221	Emp. Retirement Costs	-	9,712.67
7200.035.231	Emp. Hosp. Ins. Costs	-	5,854.84
7200.035.232	Emp. Workers Comp Insurance	-	200.00
7200.035.233	Unemployment Insurance Cost	-	200.00
7200.035.311	Contracted Services	-	963.75
7200.035.312	Workshop Expenses	-	19.24
7200.035.314	Printing & Binding	-	300.00
7200.035.326	Cont. Repair & Maintenance	-	400.00
7200.035.332	Travel	-	717.61
7200.035.341	Telephone	-	231.48
7200.035.342	Postage	-	25.00
7200.035.411	Supplies & Materials	-	1,504.94
7200.035.418	Computer Software & Supplies	+	171.13
7200.035.423	Gas/Diesel	-	4.37
7200.035.451	Food Purchased	+	27,500.00
7200.035.453	Food Processing Supplies	+	2,983.55
7200.035.461	Pur. of Non-Cap Equipment	-	700.00

Total – Child Nutrition \$ + 34,497.26
=====

3811.035	USDA Grants – Regular	\$ +	21,196.59
4311.035	Sales Breakfast Full Pay	-	10,308.65
4312.035	Sales Breakfast Reduced	+	1,485.00
4314.035	Sales Lunch Full Pay	+	30,230.50
4315.035	Sales Lunch Reduced	+	7,966.70
4318.035	Sales Supplemental	+	11,035.80
4319.035	Sales Other	+	85,204.00
4324.035	Catered Supplement	+	3147.00
4341.035	Reduced Price Lunch Co Pay	-	781.40
4450.035	Interest	-	1,267.92
4921.035	Transfer from SPSF	-	16,941.69

Attachment: School Budget Amendments (School Budget Amendments)


BUDGET AMENDMENT
Child Nutrition Fund
June 8, 2023, Page 2

4910.035	Fund Balance Appropriated	- <u>165,463.19</u>
	Total – Revenue Child Nutrition	\$ - 34,497.26

Passed by majority vote of the Board of Education of Camden County on the 28th day of June, 2023.



Chairman, Board of Education



Secretary, Board of Education


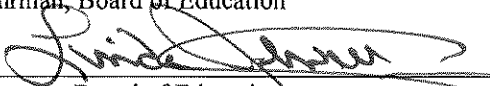
Attachment: School Budget Amendments (School Budget Amendments)

Budget Amendment
 Camden County Schools Administrative Unit
 Afterschool Care Fund

The Camden County Board of Education at a meeting on the 28th day of June 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount										
		Increase	Decrease									
7100 8100	Community Services Payment to Other Gov't Units		94,468.43 4,674.06									
<p>Explanation:</p> <table style="width: 100%; margin-left: 40px;"> <tr> <td style="width: 60%;">Total Appropriation in Current Budget</td> <td style="width: 10%; text-align: center;">\$</td> <td style="width: 30%; text-align: right;">316,755.00</td> </tr> <tr> <td>Amount of Increase/(Decrease) of Above Amendment</td> <td style="text-align: center;">-</td> <td style="text-align: right;">99,142.49</td> </tr> <tr> <td>Total Appropriation in Current Amended Budget</td> <td style="text-align: center;">\$</td> <td style="text-align: right;">217,612.51</td> </tr> </table>				Total Appropriation in Current Budget	\$	316,755.00	Amount of Increase/(Decrease) of Above Amendment	-	99,142.49	Total Appropriation in Current Amended Budget	\$	217,612.51
Total Appropriation in Current Budget	\$	316,755.00										
Amount of Increase/(Decrease) of Above Amendment	-	99,142.49										
Total Appropriation in Current Amended Budget	\$	217,612.51										

Passed by majority vote of the Board of Education of Camden County Schools on the 28th day of June 2023.	We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes in the minutes of said Board, this ____ day of _____ 20___.
 _____ Chairman, Board of Education	_____ Chairman, Board of County Commissioners
 _____ Secretary, Board of Education	_____ Clerk, Board of County Commissioners

Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
June 28, 2023

5. Afterschool Care Fund

A. We have reviewed our budget and find that we must transfer funds out to reflect expenses within the program and adjust revenue to do the same. We request your approval of the following amendment.

Afterschool Care

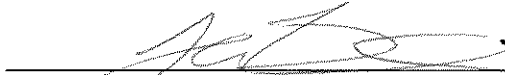
7100.701.178	Salary – Day Care Workers	\$ -	4,715.65
7100.701.183	Bonus Pay	-	10,000.00
7100.701.184	Longevity Pay	-	1,500.00
7100.701.188	Annual Leave	+	342.00
7100.701.199	Overtime Pay	-	287.96
7100.701.211	Emp. Soc. Sec. Costs	-	1,417.42
7100.701.221	Emp. Retirement Costs	+	281.36
7100.701.311	Contracted Services	-	300.00
7100.701.341	Telephone	-	255.48
7100.701.411	Supplies & Materials	-	1,230.40
7100.701.461	Pur. of Non-Cap Equipment	-	75,384.88
8100.701.392	Indirect Costs	-	<u>4,674.06</u>

Total – Afterschool Care \$ - 99,142.49
=====


4210.701	Tuition & Fees	\$ -	10,000.00
4490.701	NC Fast Grant	-	5,969.60
4910.701	Fund Balance Appropriated	<u>+</u>	<u>115,112.09</u>

Total – Revenue Child Nutrition \$ + 99,142.49

Passed by majority vote of the Board of Education of Camden County on the 28th day of June, 2023.



Chairman, Board of Education



Secretary, Board of Education

Attachment: School Budget Amendments (School Budget Amendments)

Budget Amendment


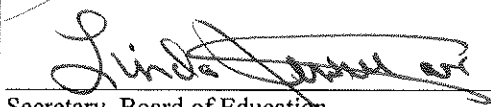
Camden County Schools Administrative Unit

Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 28th day of June, 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	3,397.77	
5300	Alternative Programs & Services	261.82	
5800	School-Based Support Svcs	51.93	
6400	Technology Support Services	1,760.20	
6500	Operational Support Services	4,900.95	
6800	System-Wide Pupil Support	4,146.70	
Explanation:			
Total Appropriation in Current Budget		\$	239,523.54
Amount of Increase/Decrease of Above Amendment			+ 14,519.37
Total Appropriation in Current Amended Budget		\$	254,042.91

<p>Passed by majority vote of the Board of Education of Camden County on the 28th day of June, 2023.</p>  <p>Chairman, Board of Education</p>  <p>Secretary, Board of Education</p>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20__.</p> <p>Chairman, Board of County Commissioners</p> <p>Clerk, Board of County Commissioners</p>
--	--

Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
June 28, 2023

8. Other Local Current Expense Fund

A. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

JLP Program

8.5110.301.123 Salary – USCG Instructor	\$ -	.80
8.5110.301.162 Substitute Pay	+	239.46
8.5110.301.163 Substitute Pay	+	414.98
8.5110.301.181 Supplementary Pay	+	565.00
8.5110.301.211 Emp. Soc. Sec. Costs	+	577.87
8.5110.301.221 Emp. Retirement Costs	+	613.30
8.5110.301.333 Field Trips	-	1,974.51
8.5110.301.342 Postage	+	135.30
8.5110.301.411 Supplies & Materials	+	2,083.08
8.5110.301.462 Pur. of Non-Cap Comp Hdwe	-	<u>1,823.00</u>

Total – JLP Program \$ + 830.68

B. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

Medicaid Direct Service

8.5320.306.332 Travel	+	<u>261.82</u>
-----------------------	---	---------------

Total – Medicaid Direct Service \$ + 261.82

C. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

Operation of Activity Bus

8.6550.706.171 Salary – Activity Bus Driver	\$ +	2,698.23
8.6550.706.172 Overtime – Activity Bus	+	.79
8.6550.706.175 Salary – Transportation Personnel	+	407.59
8.6550.706.211 Emp. Soc. Sec. Costs	+	266.19
8.6550.706.221 Emp. Retirement Costs	+	139.57
8.6550.706.231 Emp. Hosp. Ins. Costs	+	35.07
8.6550.706.331 Contracted Pupil Transportation	+	80.99
8.6550.706.422 Repair Parts	+	63.92
8.6550.706.423 Gas/Diesel Fuel	+	1,168.42
8.6550.706.424 Oil	+	28.98
8.6550.706.425 Tires & Tubes	+	<u>11.20</u>

Total – Operation of Activity Bus \$ + 4,900.95

BUDGET AMENDMENT
Other Local Current Expense Fund
June 28, 2023, Page 2

D. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

<u>Driver's Ed Program</u>	
8.5110.812.311 Contracted Services	\$ + <u>2,698.00</u>
Total – Driver's Ed Program	\$ + 2,698.00

E. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

<u>Data Processing Services</u>	
8.6820.900.113 Data Mgmt	\$ + <u>4,146.70</u>
Total – Data Processing Services	\$ + 4,146.70

F. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

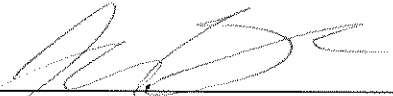
<u>School Technology</u>	
8.5110.905.418 Computer Software & Supplies	\$ - 130.91
8.5860.905.462 Pur. of Non-Cap Comp Hdwe	+ 51.93
8.6400.905.418 Computer Software & Supplies	+ <u>1,760.20</u>
Total – School Technology	\$ + 1,681.22

8.4490	Revenue – Misc. Local Operating Rev	\$ - 830.00
8.4880	Revenue – Indirect Costs	+ 2,750.00
8.4890.706	Revenue – Activity Bus	- 14,944.37
8.4890.812	Revenue – Driver's Ed Funds	- <u>1,495.00</u>
Total – Revenue		\$ - 14,519.37

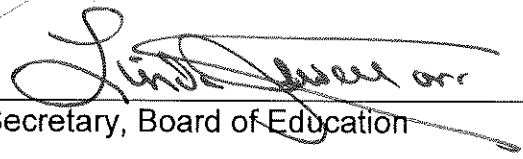
Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
Other Local Current Expense Fund
June 28, 2023, Page 3

Passed by majority vote of the Board of
Education of Camden County on the 28th
day of June, 2023.



Chairman, Board of Education



Secretary, Board of Education

Attachment: School Budget Amendments (School Budget Amendments)

Budget Amendment

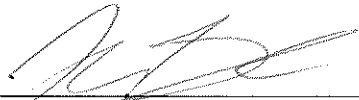
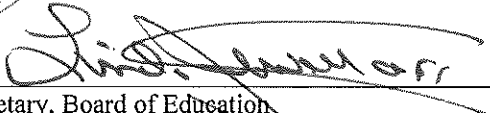
Camden County Schools Administrative Unit

Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 28th day of June, 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number		Description of Code	Amount	
			Increase	Decrease
5100		Regular Instructional Programs	1,172.36	
6800		System-Wide Pupil Support	1,104.11	
Explanation:				
		Total Appropriation in Current Budget	\$	254,042.91
		Amount of Increase/Decrease of		
		Above Amendment	+	2,276.47
		Total Appropriation in Current Amended		
		Budget	\$	256,319.38

<p>Passed by majority vote of the Board of Education of Camden County on the 28th day of June, 2023.</p>  <p>Chairman, Board of Education</p>  <p>Secretary, Board of Education</p>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20__.</p> <p>Chairman, Board of County Commissioners</p> <p>Clerk, Board of County Commissioners</p>
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Attachment: School Budget Amendments (School Budget Amendments)

BUDGET AMENDMENT
June 28, 2023

8. Other Local Current Expense Fund

A. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

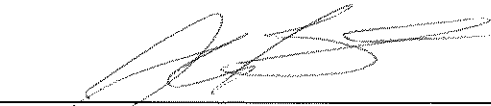
<u>JLP Program</u>		
8.5110.301.333 Field Trip	\$ +	1,167.69
8.5110.301.411 Supplies & Materials	+	<u>4.67</u>
Total – JLP Program	\$ +	1,172.36

B. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.


<u>Data Processing Services</u>		
8.6820.900.113 Data Mgmt	\$ +	<u>1,104.11</u>
Total – Data Processing Services	\$ +	1,104.11

8.4490	Revenue – Misc. Local Operating Rev	\$ -	945.22
8.4880	Revenue – Indirect Costs	-	163.56
8.4890.706	Revenue – Activity Bus	-	<u>1,167.69</u>
Total – Revenue		\$ -	2,276.47

Passed by majority vote of the Board of Education of Camden County on the 28th day of June, 2023.



Chairman, Board of Education



Secretary, Board of Education

Attachment: School Budget Amendments (School Budget Amendments)

Budget Amendment


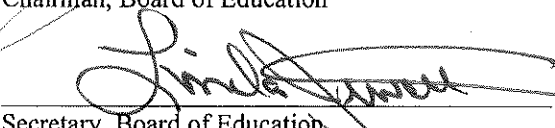
Camden County Schools Administrative Unit

Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 28th day of June, 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
6800	System-Wide Pupil Support	2,444.12	
Explanation:			
	Total Appropriation in Current Budget	\$	256,319.38
	Amount of Increase/Decrease of Above Amendment	+ 2,444.12	
	Total Appropriation in Current Amended Budget	\$	258,763.50

<p>Passed by majority vote of the Board of Education of Camden County on the 28th day of June, 2023.</p> <p></p> <p>Chairman, Board of Education</p> <p></p> <p>Secretary, Board of Education</p>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20__.</p> <p>_____ Chairman, Board of County Commissioners</p> <p>_____ Clerk, Board of County Commissioners</p>
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Attachment: School Budget Amendments (School Budget Amendments)


BUDGET AMENDMENT
June 28, 2023

8. Other Local Current Expense Fund

A. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

<u>Data Processing Services</u>	
8.6820.900.113 Data Mgmt	\$ + 1,850.00
8.6820.900.211 Emp. Soc. Sec. Costs	+ 141.53
8.6820.900.221 Emp. Retirement Costs	+ <u>452.59</u>
 Total – Data Processing Services	 \$ + 2,444.12
 8.4890.706 Revenue – Activity Bus	 \$ - <u>2,444.12</u>
 Total – Revenue	 \$ - 2,444.12

Passed by majority vote of the Board of Education of Camden County on the 28th day of June, 2023.



Chairman, Board of Education



Secretary, Board of Education

Attachment: School Budget Amendments (School Budget Amendments)



CAMDEN COUNTY
NORTH CAROLINA • USA

Boundless Opportunities.

Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.D
Meeting Date: August 07, 2023

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

Item Title **Pickups, Releases & Refunds**

Attachments: Pickups, Releases & Refunds (PDF)

NAME	REASON	NO.
Tara Ann Jimenez	Turned in Plates - Refund	Pick-up/22787
	\$124.60	51360112
Thomas Jeffrey Schneider	Turned in Plates - Refund	Pick-up/22783
	\$246.92	64436351
Nicholas Alexamder Rhodes	Turned in Plates - Refund	Pick-up/22780
	\$132.13	70063335
Keith Marcellas Jones	Turned in Plates - Refund	Pick-up/22779
	\$164.86	67600091
Sonya Chanele Triggs Wharton	Turned in Plates - Refund	Pick-up/22778
	\$127.54	59029562
Mark Edward Mocha	Turned in Plates - Refund	Pick-up/22777
	\$202.78	60058518
Jeremiah Isaiah Hunter	Turned in Plates - Refund	Pick-up/22790
	\$181.37	67008089
Stephen Szymanski	Turned in Plates - Refund	Pick-up/22794
	\$250.45	63951399
Anitra Shannon Lineberry	Turned in Plates - Refund	Pick-up/22789
	\$197.46	52925944
Donald Lee Autery	Turned in Plates - Refund	Pick-up/22788
	\$159.02	70742714
Jim B. LLC	Defferred Taxes	Pick-up/22769
	\$2,385.27	R-129273-2020
		R-136712-2021
		R-158861-2022
Morrissey Property Services	Turned in Plates - Refund	Pick-up/22823
	\$284.11	54103951
Luby Franklin Holloman Jr.	Turned in Plates - Refund	Pick-up/22841
	\$110.46	63508

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



CAMDEN COUNTY

NORTH CAROLINA • USA

Boundless Opportunities.

Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.E

Meeting Date: August 07, 2023

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

Item Title Refunds Over \$100.00

Attachments: July, 2023 Refunds Over \$100.00 (PDF)

Summary: Refunds Over \$100.00

Recommendation: Review and Approve

ACS Tax System
7/31/23 11:28:30

REFUNDS OVER \$100.00
Refunds to be Issued by Finance Office

CAMDEN COUNTY

Refund\$	Remit To:	Reference:	Drawer/Transaction Info:
190.30	LERETTA, LLC ATTN: REFUND DEPT P.O. BOX 35605 DALLAS TX 752359788	2021 R 01-8907-00-91-7593.0000 018907009175930000 21/22 ADJUS	20230731 99 273771
139.28	WHITE, LETITIA D. BOGUES 133 BOURBON STREET CAMDEN NC 27921	2022 R 02-8936-00-25-8405.0000 R-157777-2022-OVERPAYMENT	20230720 1 273734
329.58	Total Refunds		***

Submitted by Lisa S. Anderson JS Date 7-31-23
Lisa S. Anderson, Tax Administrator Camden County

Approved by _____ Date _____
Tiffney White, Chair Camden County Board of Commissioners

Attachment: July, 2023 Refunds Over \$100.00 (Refunds Over \$100.00)



CAMDEN COUNTY

NORTH CAROLINA • USA

Boundless Opportunities.

Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number:	8.F
Meeting Date:	August 07, 2023
Submitted By:	Lisa Anderson, Tax Administrator Taxes Prepared by: Karen Davis
Item Title	Tax Collection Report
Attachments:	Tax Collection Report (PDF)



CAMDEN COUNTY
NORTH CAROLINA • USA

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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number:	8.G	
Meeting Date:	August 07, 2023	
Submitted By:	Teri Smith, Taxes Prepared by: Teri Smith	
Item Title	Vehicle Refunds Over \$100.00	
Attachments:	Vehicle Refunds Over \$100.00 June, 2023 Vehicle Refunds Over \$100_July (PDF)	(PDF)

REFUNDS OVER \$100.00



North Carolina Vehicle Tax System

NCVTS Pending Refund report

Refunds Over \$100.00 June, 2023

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change	
AUTERY, DONALD LEE	AUTERY, DONALD LEE		117 CULPEPPER RD	SOUTH MILLS, NC 27976	Proration	0070742714	JDH8124	AUTHORIZED	188348046	Refund Generated due to proration on Bill #0070742714-2022-2022-0000-00	Tag Surrender	06/28/2023	6/29/2023 8:31:27 AM	1843	Tax	(\$157.21)	\$0.00	(\$157.21)	
														1	Tax	(\$1.81)	\$0.00	(\$1.81)	
																		Refund	\$159
JIMENEZ, TARA ANN	JIMENEZ, TARA ANN	JIMENEZ, MICHAEL JESUS	232 MCPHERSON RD	SOUTH MILLS, NC 27976	Proration	0051360112	JW1138	AUTHORIZED	188348044	Refund Generated due to proration on Bill #0051360112-2022-2022-0000-00	Tag Surrender	06/28/2023	6/29/2023 8:31:27 AM	1843	Tax	(\$123.19)	\$0.00	(\$123.19)	
														1	Tax	(\$1.41)	\$0.00	(\$1.41)	
																		Refund	\$124
JONES, KEITH MARCELLAS	JONES, KEITH MARCELLAS		272 MCPHERSON RD	SOUTH MILLS, NC 27976	Proration	0067600091	KBR1294	AUTHORIZED	188348018	Refund Generated due to proration on Bill #0067600091-2022-2022-0000-00	Tag Surrender	06/28/2023	6/29/2023 8:31:27 AM	1843	Tax	(\$162.99)	\$0.00	(\$162.99)	
														1	Tax	(\$1.87)	\$0.00	(\$1.87)	
																		Refund	\$164
LINEBERRY, ANITRA SHANNON	LINEBERRY, ANITRA SHANNON	LINEBERRY, BRIAN ARTHUR	104 CAROLINA RD	SOUTH MILLS, NC 27976	Proration	0052925944	JM7191	AUTHORIZED	188348050	Refund Generated due to proration on Bill #0052925944-2022-2022-0000-00	Tag Surrender	06/28/2023	6/29/2023 8:31:27 AM	1843	Tax	(\$177.48)	(\$8.87)	(\$186.35)	
														1	Tax	(\$2.04)	(\$0.10)	(\$2.14)	
																		Refund	\$188
MOCHA, MARK EDWARD	MOCHA, MARK EDWARD		143 CULPEPPER RD	SOUTH MILLS, NC 27976	Proration	0060058518	JDH7747	AUTHORIZED	188348012	Refund Generated due to proration on Bill #0060058518-2022-2022-0000-00	Tag Surrender	06/28/2023	6/29/2023 8:31:27 AM	1843	Tax	(\$200.47)	\$0.00	(\$200.47)	
														1	Tax	(\$2.31)	\$0.00	(\$2.31)	
																		Refund	\$202
PREGMON, KIMBERLY ANN	PREGMON, KIMBERLY ANN		135 OLD FAMILY PL	SOUTH MILLS, NC 27976	Adjustment >= \$100	0067479556	HCF9770	AUTHORIZED	188348286	Refund Generated due to adjustment on Bill #0067479556-2022-2022-0000-00	Military	06/28/2023	7/1/2023 2:24:17 PM	1843	Tax	(\$244.82)	\$0.00	(\$244.82)	
														1	Tax	(\$2.81)	\$0.00	(\$2.81)	
																		Refund	\$247
RHODES, NICHOLAS ALEXANDER	RHODES, NICHOLAS ALEXANDER		104 CAPE FEAR DR	SHAWBORO, NC 27973	Proration	0070063335	KED6986	AUTHORIZED	188348020	Refund Generated due to proration on Bill #0070063335-2022-2022-0000-00	Tag Surrender	06/28/2023	6/29/2023 8:31:27 AM	1843	Tax	(\$130.63)	\$0.00	(\$130.63)	
														3	Tax	(\$1.50)	\$0.00	(\$1.50)	
																		Refund	\$132
SALVATORE, CHRISTOPHER VICTOR	SALVATORE, CHRISTOPHER VICTOR	SALVATORE, THEODORA JINCITIA	2907 SOMERSET LN	NORFOLK, VA 23518	Proration	0069636725	PEV4880	AUTHORIZED	186753134	Refund Generated due to proration on Bill #0069636725-2022-2022-0000-00	Tag Surrender	06/01/2023	6/28/2023 8:43:39 AM	1843	Tax	(\$119.55)	\$0.00	(\$119.55)	
														1	Tax	(\$1.37)	\$0.00	(\$1.37)	
																		Refund	\$120
SCHNEIDER, THOMAS JEFFREY	SCHNEIDER, THOMAS JEFFREY	SCHNEIDER, MARY ANNE	102 PINEWOOD DR	CAMDEN, NC 27921	Proration	0064436351	KZ8045	AUTHORIZED	188348028	Refund Generated due to proration on Bill #0064436351-2022-2022-0000-00	Tag Surrender	06/28/2023	6/29/2023 8:31:27 AM	1843	Tax	(\$244.11)	\$0.00	(\$244.11)	
														2	Tax	(\$2.81)	\$0.00	(\$2.81)	
																		Refund	\$246
TRIGGS WHARTON, SONYA CHANELE	TRIGGS WHARTON, SONYA CHANELE		110 OTTERS PL	SOUTH MILLS, NC 27976	Proration	0059029562	TEF1597	AUTHORIZED	188348014	Refund Generated due to proration on Bill #0059029562-2022-2022-0000-00	Tag Surrender	06/28/2023	6/29/2023 8:31:27 AM	1843	Tax	(\$126.09)	\$0.00	(\$126.09)	
														1	Tax	(\$1.45)	\$0.00	(\$1.45)	
																		Refund	\$127

Submitted by Lisa S. Anderson Date 7-17-23
 Lisa S. Anderson, Tax Administrator Camden County

Approved by Tiffney White Date _____
 Tiffney White, Chair Camden County Board of Commissioners

Attachment: Vehicle Refunds Over \$100.00 June, 2023 (Vehicle Refunds Over \$100.00)

REFUNDS OVER \$100.00



North Carolina Vehicle Tax System

NCVTS Pending Refund report

REFUNDS OVER \$100.00 JULY, 23

Payee Name	Primary Owner	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
FUNDERBURG, BLAKE VIVIAN	FUNDERBURG, BLAKE VIVIAN		108 TAYLOR LEIGH DR		SOUTH MILLS, NC 27976	Adjustment >= \$100	0067605930	NZ9855	AUTHORIZED	189663200	Refund Generated due to adjustment on Bill #0067605930-2022-00000000	Military	07/19/2023	7/22/2023 4:13:47 PM	1843	Tax	(\$106.05)	\$0.00	(\$106.05)
															1	Tax	(\$1.22)	\$0.00	(\$1.22)
																			Refund \$107.27
HOLLOMON, LUBY FRANKLIN JR	HOLLOMON, LUBY FRANKLIN JR	HOLLOMON, SANDY LEIGH	174 MCPHERSON RD		SOUTH MILLS, NC 27976	Proration	0063508975	RAH9358	PENDING	190523070	Refund Generated due to proration on Bill #0063508975-2022-00000000	Tag Surrender	07/31/2023		1843	Tax	(\$109.21)	\$0.00	(\$109.21)
															1	Tax	(\$1.25)	\$0.00	(\$1.25)
																			Refund \$110.46
HUNTER, JEREMIAH ISAIAH	HUNTER, JEREMIAH ISAIAH		204 JOYS CREEK RD		SOUTH MILLS, NC 27976	Proration	0067008089	TKW1053	AUTHORIZED	189936212	Refund Generated due to proration on Bill #0067008089-2022-00000000	Tag Surrender	07/22/2023	7/24/2023 10:34:13 AM	1843	Tax	(\$179.31)	\$0.00	(\$179.31)
															1	Tax	(\$2.06)	\$0.00	(\$2.06)
																			Refund \$181.37
MORRISSEY PROPERTY SERVICES LLC	MORRISSEY PROPERTY SERVICES LLC		167 BILLETTS BRIDGE RD		CAMDEN, NC 27921	Proration	0054103951	JZ2110	AUTHORIZED	190298030	Refund Generated due to proration on Bill #0054103951-2022-00000000	Tag Surrender	07/28/2023	7/31/2023 10:28:04 AM	1843	Tax	(\$280.88)	\$0.00	(\$280.88)
															2	Tax	(\$3.23)	\$0.00	(\$3.23)
																			Refund \$284.11
PARTAIN, GARY HOLMES	PARTAIN, GARY HOLMES		267B IVY NECK RD		CAMDEN, NC 27921	Proration	0069946375	GOAROUND	AUTHORIZED	189936204	Refund Generated due to proration on Bill #0069946375-2022-00000000	Tag Surrender	07/22/2023	7/24/2023 10:34:13 AM	1843	Tax	(\$243.06)	\$0.00	(\$243.06)
															2	Tax	(\$2.80)	\$0.00	(\$2.80)
																			Refund \$245.86
ROSENBAUM, HANNAH LYNN	ROSENBAUM, HANNAH LYNN		285 OLD SWAMP RD		SOUTH MILLS, NC 27976	Adjustment >= \$100	0071336115	KAP3589	PENDING	190522986	Refund Generated due to adjustment on Bill #0071336115-2022-00000000	Military	07/31/2023		1843	Tax	(\$187.49)	\$0.00	(\$187.49)
															1	Tax	(\$2.16)	\$0.00	(\$2.16)
																			Refund \$189.63
STALLINGS, KENNETH PAUL	STALLINGS, KENNETH PAUL		PO BOX 376	# A	SHILOH, NC 27974	Proration	0070367532	BBD2981	AUTHORIZED	189936200	Refund Generated due to proration on Bill #0070367532-2022-00000000	Tag Surrender	07/22/2023	7/24/2023 10:34:13 AM	1843	Tax	(\$422.73)	\$0.00	(\$422.73)
															3	Tax	(\$4.86)	\$0.00	(\$4.86)
																			Refund \$427.59
SZYMANSKI, STEPHEN	SZYMANSKI, STEPHEN		114 S CHERRY BLOSSOM WAY		CAMDEN, NC 27921	Proration	0063951399	JCN6191	AUTHORIZED	189936198	Refund Generated due to proration on Bill #0063951399-2022-00000000	Tag Surrender	07/22/2023	7/24/2023 10:34:13 AM	1843	Tax	(\$247.60)	\$0.00	(\$247.60)
															3	Tax	(\$2.85)	\$0.00	(\$2.85)
																			Refund \$250.45

Submitted by Lisa S. Anderson Date _____
 Lisa S. Anderson, Tax Administrator Camden County

Approved by _____ Date _____
 Tiffney White, Chair Camden County Board of Commissioners

Attachment: Vehicle Refunds Over \$100_July (Vehicle Refunds Over \$100.00)



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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.H

Meeting Date: August 07, 2023

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

Item Title **Tourism Development Authority Bylaws Update**

Attachments: TDA Bylaws Rev. July 2023(DOCX)

Summary:

The Tourism Development Authority voted at its July 18, 2023 meeting to conduct its meetings as outlined in the UNC School of Government publication, *Suggested Procedural Rules for Local Appointed Boards*, which is an accepted modified version of Robert's Rules of Order. The Board of Commissioners will consider approval of the revised TDA Bylaws.

Recommendation:

Approval.

BYLAWS
FOR THE
CAMDEN COUNTY TOURISM
DEVELOPMENT AUTHORITY



Attachment: TDA Bylaws Rev. July 2023 (Tourism Development Authority Bylaws Update)

BYLAWS FOR CAMDEN COUNTY TOURISM DEVELOPMENT AUTHORITY (TDA)

The Camden County Board of Commissioners, per Resolution 2004-10-02 dated October 18, 2004, created a Tourism Development Authority.

The following bylaws adopted by the Camden County Board of Commissioners are for the purpose of the Camden County Tourism Development Authority (TDA) to follow when conducting public business:

1. Regular Meetings

The TDA shall hold a quarterly meeting on the second Tuesday of the first month in each quarter (Jan. April, July, Oct.). Exceptions may occur if regular meeting dates fall on a legal holiday. The meeting shall be held on the next business day, with acceptance of TDA majority. Meetings shall be held at the Camden Public Library, and shall begin at 9:30 AM, unless otherwise stated.

2. Special Meetings

The Chair, or a majority of the members of the TDA, may at any time call a special meeting of the Camden TDA by signing a written notice stating the time and place of the meeting and the subjects to be considered. If a majority of the members call a special meeting, members who call the meeting shall provide notice to the TDA Chair at least 48 hours before the meeting. The TDA Chair shall notify all members and local media at least 48 hours before the meeting. Only those items of business specified in the notice may be transacted at a special meeting, unless all members are present or absentees have signed a written waiver.

If a special meeting is called to deal with an emergency, the notice requirements of this rule do not apply. However, the person or persons who call an emergency special meeting shall take reasonable action to inform the other members and the public of the meeting. Only business connected with the emergency may be discussed at the meeting.

3. Organizational Meeting

On the second Tuesday in October following the end of the fiscal year in which authority members are appointed, the TDA shall meet at the regular meeting time and place. The newly elected members of the TDA shall take and subscribe the oath of office as the first order of business. The Secretary to the TDA shall preside until a new Chair is appointed by the Camden County Board of Commissioners. Following the appointment of a Chair, the TDA shall elect a Vice-Chair from among its members.

4. **Agenda**

The TDA Chair shall prepare the agenda for the meeting. A request to have an item of business placed on the agenda must be received at least three working days before the meeting. Any TDA member may, by a timely request, have an item placed on the agenda.

The agenda shall include, for each item of business placed on it, as much background information on the subject as is available and feasible to reproduce, which shall be attached to the agenda. A copy of the agenda and attached materials shall be available for public inspection as soon as they are completed. Each TDA member shall receive a copy of the agenda.

5. **Public Address to the Authority**

Any individual or group who wishes to address the TDA shall make a request to be on the agenda to the TDA Chair at least three working days prior to the meeting.

6. **Order of Business**

Items shall be placed on the agenda according to the "Order of Business." The Order of Business for each regular meeting shall be as follows:

1. Call to order
2. Approval of minutes
3. Public comments
4. Discussion/adjustment of agenda
5. Public Hearing
6. Old Business
7. New Business
8. Committee Reports and Proposals
10. Chair's Report
11. Adjournment

However, by general consent of the TDA, items may be considered out of order.

7. **Powers of the Presiding Officer**

The Chair shall preside at meetings of the TDA. A member must be recognized by the Chair in order to address the TDA. The Chair shall have the following powers:

1. To rule motions in or out of order including the right to rule out of order any motion patently offered for obstructive or dilatory purposes;
2. To determine whether a speaker has gone beyond reasonable standards of courtesy in his remarks and to entertain and rule on objections from other members on this ground;
3. To entertain and answer questions of parliamentary law or procedure;
4. To call a brief recess at any time;
5. To adjourn in an emergency.

8. Rules of Procedure

The Tourism Development Authority, at its July 18, 2023 meeting, voted to conduct its meetings as outlined in the UNC School of Government publication, *Suggested Procedural Rules for Local Appointed Boards*, which is an accepted modified version of Robert’s Rules of Order.

9. Adoption of the TDA Budget and Authorization of Expenditures

The TDA shall propose and submit a budget to the County Manager’s Office according to the budget schedule adopted by the Camden County Board of Commissioners. The TDA may make no single expenditure in excess of \$1,000 without the expressed permission of the Camden County Board of Commissioners given in open session of the Board of Commissioners.

10. Quorum

A majority of the membership of the Tourism Development Authority shall constitute a quorum. The number required for a quorum shall not be affected by vacancies. If a member has withdrawn from a meeting without being excused by majority vote of the remaining members present, he shall be counted as present for the purposes of determining whether a quorum is present.

11. Minutes

Minutes shall be kept of all meetings of the TDA and a copy shall be provided to the Board of Commissioners.

Approved and adopted by the Camden County Board of Commissioners this the 7th day of August, 2023.

ATTEST:

Tiffney White, Chair
Camden County Board of Commissioners

Karen M. Davis
Clerk to the Board of Commissioners

Attachment: TDA Bylaws Rev. July 2023 (Tourism Development Authority Bylaws Update)



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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.I
Meeting Date: August 07, 2023

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

Item Title **Annual Agreement for Home & Community Care Block Grant**

Attachments: Agreement for Home & Community Care Block Grant for Older Adults (PDF)

Summary:
Annual HCCB Grant administered through Albemarle Commission, benefiting older adults in Camden; provides transportation, home health services and nutrition programs.

Recommendation:
Approval.

July 1, 2023 through June 30, 2024

Home and Community Care Block Grant for Older Adults

Agreement for the Provision of County-Based Aging Services

This Agreement, entered into as of this 1st day of July, 2023, by and between the County of **Camden** (hereinafter referred to as the "County") and the **Albemarle Commission** Area Agency on Aging, (hereinafter referred to as the "Area Agency").

Witnesseth That:

WHEREAS, the Area Agency and the County agree to the terms and conditions for provision of aging services in connection with activities financed in part by Older Americans Act grant funds, provided to the Area Agency from the United States Department of Health and Human Services through the North Carolina Division of Aging and Adult Services (DAAS) and state appropriations made available to the Area Agency through the North Carolina Division of Aging and Adult Services, as set forth in a) this document, b) the County Funding Plan, as reviewed by the Area Agency and the Division of Aging and Adult Services, c) the Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers, d) the Division of Aging and Adult Services Service Standards Manual, Volumes I through IV, and, e) the Division of Aging and Adult Services Community Service Providers Monitoring Guidelines.

NOW THEREFORE, in consideration of these premises, and mutual covenants and agreements hereinafter contained, the parties hereto agree as follows:

- 1. As provided in the Area Plan, community service providers specified by the County to encourage maximum collocation and coordination of services for older persons are as follows:

Albemarle Commission	Inter County Public Transportation Authority
Quality Home Staffing, Inc	
- 1(a) The Community Service Provider(s), shall be those specified in the County Funding Plan on the Provider Services Summary format(s) (DAAS-732) for the period ending June 30 for the year stated above.
- 2. Availability of Funds. The terms set forth in this Agreement for payment are contingent upon the receipt of Home and Community Care Block Grant funding by the Area Agency.
- 3. Grant Administration. The grant administrator for the Area Agency shall be Laura Alvarico,

Attachment: Agreement for Home & Community Care Block Grant for Older Adults (Annual Agreement for Home & Community Care Block

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(revised 2/16)

Area Agency Director. The grant administrator for the County shall be **Erin Burke, County Manager**.

It is understood and agreed that the grant administrator for the County shall represent the County in the performance of this Agreement. The County shall notify the Area Agency in writing if the administrator changes during the grant period. Specific responsibilities of the grant administrator for the County are provided in paragraph seven (7) of this Agreement.

4. Services authorized through the County Funding Plan, as specified on the Provider Services Summary format(s) (DAAS-732) are to commence no later than July 1 of the state fiscal year and shall be undertaken and pursued in such sequence as to assure their expeditious completion. All services required hereunder shall be completed on or before the end of the Agreement period, June 30 of the state fiscal year.
5. Assignability and Contracting. The County shall not assign all or any portion of its interest in this Agreement. Any purchase of services with Home and Community Care Block Grant for Older Adults funding shall be carried out in accordance with the procurement and contracting policy of the community services provider or, where applicable, the Area Agency, which does not conflict with procurement and contracting requirements contained in 45 CFR Part 75, Subpart D-Post Federal Award Requirements, Procurement Standards. Federal funds shall not be awarded to any subrecipients who have been suspended or debarred by the Federal government. In addition, Federal funds may not be used to purchase goods or services costing over \$100,000 from a vendor that has been suspended or debarred from Federal grant programs.
6. Compensation and Payments to the County. The County shall be compensated for the work and services actually performed under this Agreement by payments to be made monthly by the Area Agency. Total reimbursement to the community service providers under this Agreement may not exceed the grand total of Block Grant funding, as specified on the Provider Services Summary format (DAAS-732).

(a) Interim Payments to the County

Upon receipt of a written request from the County, the Division of Aging and Adult Services, through the Area Agency, will provide the County Finance Officer with an interim payment equivalent to seventy percent (70%) of one-twelfth (1/12) of the County's Home and Community Care Block Grant allocation by the 22nd of each month.

(b) Reimbursement of Service Costs

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Reimbursement of service costs are carried out as provided in Section 3 of the N.C. Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers, revised February 17, 1997.

c) Role of the County Finance Director

The County Finance Director shall be responsible for disbursing Home and Community Care Block Grant Funding to Community Service Providers in accordance with procedures specified in the N.C. Division of Aging and Adult Services Home and Community Care Block Grant Manual for Community Service Providers, revised February 17, 1997.

(d) Payment of Administration on Aging Nutrition Services Incentive Program (NSIP) Subsidy

NSIP subsidy for congregate and home delivered meals will be disbursed by the Division of Aging and Adult Services through the Area Agency to the County on a monthly basis, subject to the availability of funds as specified in Section 3 of the N.C. Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Services Providers, revised February 17, 1997.

If through the US Department of Agriculture Area Agency on Aging Elections Project, the County elects to receive a portion of its USDA entitlement in the form of surplus commodity foods in lieu of cash, the Area Agency will notify the County in writing of its community valuation upon notification from the Division of Aging and Adult Services. The delivery of commodity and bonus foods is subject to availability. The County will not receive cash entitlement in lieu of commodities that are unavailable or undelivered during the Agreement period.

7. Reallocation of Funds and Budget Revisions. Any reallocation of Block Grant funding between counties shall be voluntary on the part of the County and shall be effective only for the period of the Agreement. The reallocation of Block Grant funds between counties will not affect the allocation of future funding to the County. If during the performance period of the Agreement, the Area Agency determines that a portion of the Block Grant will not be expended, the grant administrator for the County shall be notified in writing by the Area Agency and given the opportunity to make funds available for reallocation to other counties in the Planning and Service Area or elsewhere in the state.

The County may authorize community service providers to implement budget revisions which do not cause the County to fall below minimum budgeting requirements for access, in-home, congregate, and home delivered meals services, as specified in Division of Aging and Adult Services budget instructions issued to the County. If a budget revision will cause the County to fall below minimum budgeting requirements for any of the aforementioned services, as

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specified in Division of Aging and Adult Services budgeting instructions issued to the County, the grants administrator for the County shall obtain written approval for the revision from the Area Agency prior to implementation by the community service provider, so as to assure that regional minimum budgeting requirements for the aforementioned services will be met.

Unless community services providers have been given the capacity to enter data into the Aging Resources Management System (ARMS), Area Agencies on Aging are responsible for entering amended service data into the Division of Aging and Adult Services Management Information System, as specified in the N.C. Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers, revised February 17, 1997.

8. **Monitoring.** This Agreement will be monitored to assure that services are being provided as stated in the Division of Aging and Adult Service Monitoring Policies and Procedures at <http://www.ncdhhs.gov/aging/monitor/mpolicy.htm> .

The monitoring of services provided under this Agreement shall be carried out by the Area Agency on Aging in accordance with its Assessment Plan and as specified in Administrative Letter 12-08. As of July 1, 2012, DAAS Program Compliance Representatives (PCRs) are no longer monitoring HCCBG services provided through county departments of social services.

Counties and community service providers will receive a written report of monitoring findings in accordance with procedures established in Section 308 of the AAA Policies and Procedures Manual (<http://www.ncdhhs.gov/aging/monitor/mpolicy.htm>). Any areas of non-compliance will be addressed in a written corrective action plan with the community service provider.

9. **Disputes and Appeals.** Any dispute concerning a question of fact arising under this Agreement shall be identified to the designated grants administrator for the Area Agency. In accordance with Lead Regional Organization (LRO) policy, a written decision shall be promptly furnished to the designated grants administrator for the County.

The decision of the LRO is final unless within twenty (20) days of receipt of such decision the Chairman of the Board of Commissioners furnishes a written request for appeal to the Director of the North Carolina Division of Aging and Adult Services, with a copy sent to the Area Agency. The request for appeal shall state the exact nature of the complaint. The Division of Aging and Adult Services will inform the Chairman of the Board of Commissioners of its appeal procedures and will inform the Area Agency that an appeal has been filed. Procedures thereafter will be determined by the appeals process of the Division of Aging and Adult Services. The state agency address is as follows:

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Director
North Carolina Division of Aging and Adult Services
2101 Mail Service Center
693 Palmer Drive
Raleigh, North Carolina 27699-2101

10. **Termination for Cause.** If through any cause, the County shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or the County has or shall violate any of the covenants, agreements, representations or stipulations of this Agreement, the Area Agency shall have the right to terminate this Agreement by giving the Chairman of the Board of Commissioners written notice of such termination no fewer than fifteen (15) days prior to the effective date of termination. In such event, all finished documents and other materials collected or produced under this Agreement shall at the option of the Area Agency, become its property. The County shall be entitled to receive just and equitable compensation for any work satisfactorily performed under this Agreement.
11. **Audit.** The County agrees to have an annual independent audit in accordance with North Carolina General Statutes, North Carolina Local Government Commission requirements, Division of Aging and Adult Services Program Audit Guide for Aging Services and Federal Office of Budget and Management (OMB) Uniform Guidance 2 CFR Part 200.

Community service providers, as specified in paragraph one (1), who are not units of local government or otherwise subject to the audit and other reporting requirements of the Local Government Commission are subject to audit and fiscal reporting requirements, as stated in NC General Statute 143C-6-22 and 23 and OMB Uniform Guidance CFR 2 Part 200, where applicable. Applicable community service providers must send a copy of their year-end financial statements, and any required audit, to the Area Agency on Aging. Home and Community Care Block Grant providers are not required to submit Activities and Accomplishments Reports. For-profit corporations are not subject to the requirements of OMB Uniform Guidance 2 CFR Part 200, but are subject to NC General Statute 143C-6-22 and 23 and Yellow Book audit requirements, where applicable. **Federal funds** may not be used to pay for a **Single or Yellow Book audit** unless it is a federal requirement. **State funds** will not be used to pay for a **Single or Yellow Book audit** if the provider receives less than \$500,000 in state funds. The Department of Health and Human Services will provide confirmation of federal and state expenditures at the close of the state fiscal year. Information on audit and fiscal reporting requirements can be found at <https://www.ncgrants.gov/NCGrants/PublicReportsRegulations.jsp>

The following provides a summary of reporting requirements under NCGS 143C-6-22 and 23 and OMB Uniform Guidance 2 CFR Part 200 based upon funding received and expended during the service provider's fiscal year.

<u>Annual Expenditures</u>	<u>Report Required to AAA</u>	<u>Allowable Cost for Reporting</u>
<ul style="list-style-type: none"> Less than \$25,000 in State or Federal funds 	Certification form and State Grants Compliance Reporting <\$25,000 (item # 11, Activities and Accomplishments does <u>not</u> have to be completed) OR Audited Financial Statements in Compliance with GAO/GAS (i.e. Yellow Book)	N/A
<ul style="list-style-type: none"> Greater than \$25,000 and less than \$500,000 in State Funds or \$750,000 in Federal Funds 	Certification form and Schedule of Grantee Receipts >\$25,000 and Schedule of Receipts and Expenditures OR Audited Financial Statements in Compliance with GAO/GAS (i.e. Yellow Book)	N/A
<ul style="list-style-type: none"> \$500,000 + in State funds but Federal pass through in an amount less than \$750,000 	Audited Financial Statement in compliance with GAO/GAS (i.e. Yellow Book)	May use State funds, but <u>not</u> Federal Funds
<ul style="list-style-type: none"> \$500,000+ in State funds <u>and</u> \$750,000+ in Federal pass through funds 	Audited Financial Statement in compliance with OMB Uniform Guidance 2 CFR Part 200 (i.e. Single Audit)	May use State and Federal funds
<ul style="list-style-type: none"> Less than \$500,000 in State funds <u>and</u> \$750,000+ in Federal pass through funds 	Audited Financial Statement in compliance with OMB Uniform Guidance 2 CFR Part (i.e. Single Audit)	May use Federal funds, but <u>not</u> State funds.

12. Audit/Assessment Resolutions and Disallowed Cost. It is further understood that the community service providers are responsible to the Area Agency for clarifying any audit exceptions that may arise from any Area Agency assessment, county or community service

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provider single or financial audit, or audits conducted by the State or Federal Governments. In the event that the Area Agency or the Department of Health and Human Services disallows any expenditure made by the community service provider for any reason, the County shall promptly repay such funds to the Area Agency once any final appeal is exhausted in accordance with paragraph nine (9). The only exceptions are if the Area Agency on Aging is designated as a community service provider through the County Funding Plan or, if as a part of a procurement process, the Area Agency on Aging enters into a contractual agreement for service provision with a provider which is in addition to the required County Funding Plan formats. In these exceptions, the Area Agency is responsible for any disallowed costs. The County or Area Agency on Aging can recoup any required payback from the community service provider in the event that payback is due to a community service provider's failure to meet OMB Uniform Guidance CFR 2 Part 200, 45 CFR Part 1321 or state eligibility requirements as specified in policy.

13. Indemnity. The County agrees to indemnify and save harmless the Area Agency, its agents, and employees from and against any and all loss, cost, damages, expenses, and liability arising out of performance under this Agreement to the extent of errors or omissions of the County.
14. Equal Employment Opportunity and Americans With Disabilities Act Compliance. Both the County and community service providers, as identified in paragraph one (1), shall comply with all federal and state laws relating to equal employment opportunity and accommodation for disability.
15. Data to be Furnished to the County. All information which is existing, readily available to the Area Agency without cost and reasonably necessary, as determined by the Area Agency's staff, for the performance of this Agreement by the County shall be furnished to the County and community service providers without charge by the Area Agency. The Area Agency, its agents and employees, shall fully cooperate, with the County in the performance of the County's duties under this Agreement.
16. Rights in Documents, Materials and Data Produced. The County and community service providers agree that at the discretion of the Area Agency, all reports and other data prepared by or for it under the terms of this Agreement shall be delivered to, become and remain, the property of the Area Agency upon termination or completion of the work. Both the Area Agency and the County shall have the right to use same without restriction or limitation and without compensation to the other. For the purposes of this Agreement, "data" includes writings, sound recordings, or other graphic representations, and works of similar nature. No reports or other documents produced in whole or in part under this Agreement shall be the subject of an application for copyright by or on behalf of the County.

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17. Interest of the Board of Commissioners. The Board of Commissioners covenants that neither the Board of Commissioners nor its agents or employees presently has an interest, nor shall acquire an interest, direct or indirect, which conflicts in any manner or degree with the performance of its service hereunder, or which would prevent, or tend to prevent, the satisfactory performance of the service hereunder in an impartial and unbiased manner.
18. Interest of Members of the Area Agency, Lead Regional Organization, and Others. No officer, member or employee of the Area Agency or Lead Regional Organization, and no public official of any local government which is affected in any way by the Project, who exercises any function or responsibilities in the review or approval of the Project or any component part thereof, shall participate in any decisions relating to this Agreement which affects his personal interest or the interest of any corporation, partnership or association in which he is, directly or indirectly, interested; nor shall any such persons have any interest, direct or indirect, in this Agreement or the proceeds arising there from.
19. Officials not to Benefit. No member of or delegate to the Congress of the United States of America, resident Commissioner or employee of the United States Government, shall be entitled to any share or part of this Agreement or any benefits to arise here from.
20. Prohibition Against Use of Funds to Influence Legislation. No part of any funds under this Agreement shall be used to pay the salary or expenses of any employee or agent acting on behalf of the County to engage in any activity designed to influence legislation or appropriations pending before Congress.
21. Confidentiality and Security. Any client information received in connection with the performance of any function of a community service provider or its subcontractors under this Agreement shall be kept confidential. The community service provider acknowledges that in receiving, storing, processing, or otherwise handling any confidential information, the agency and any subcontractors will safeguard and not further disclose the information except as provided in this Agreement and accompanying documents.
22. Record Retention and Disposition. All state and local government agencies, nongovernmental entities, and their subrecipients, including applicable vendors, that administer programs funded by federal sources passed through the NC DHHS and its divisions and offices are expected to maintain compliance with the NC DHHS record retention and disposition schedule and any agency-specific program schedules developed jointly with the NC Department of Cultural Resources, Division of Archives and Records. Retention requirements apply to the community service providers funded under this Agreement to provide Home and Community Care Block Grant services. Information on retention requirements is posted at <http://www.ncdhhs.gov/control/retention/retention.htm> and updated semi-annually by the NC DHHS Controller's Office. By funding source and state fiscal year, this schedule lists the earliest date that grant records in any format may be destroyed. The Division of Archives and

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Records provides information about destroying confidential data and authorized methods of record destruction (paper and electronic) at <http://archives.ncdcr.gov/For-Government/Retention-Schedules/Authorized-Destruction>.

The NC DHHS record retention schedule is based on federal and state regulations and pertains to the retention of all financial and programmatic records, supporting documents, statistical records, and all other records supporting the expenditure of a federal grant award. Records legally required for ongoing official proceedings, such as outstanding litigation, claims, audits, or other official actions, must be maintained for the duration of that action, notwithstanding the instructions of the NC DHHS record retention and disposition schedule.

In addition to record retention requirements for records in any format, the long-term and/or permanent preservation of electronic records require additional commitment and active management by agencies. The community service provider will comply with all policies, standards, and best practices published by the Division of Aging and Adult Services regarding the creation and management of electronic records.

23. Applicable Law. This Agreement is executed and is to be performed in the State of North Carolina, and all questions of interpretation and construction shall be construed by the laws of such State.

In witness whereof, the Area Agency and the County have executed this Agreement as of the day first written above.


Camden County


Attest:

_____ By: _____
Chairman, Board of Commissioners

Area Agency

Attest:


_____ Area Agency Director

By: 
_____ Executive Director, Lead Regional Organization

Provision for payment of the monies to fall due under this Agreement within the current fiscal year have been made by appropriation duly authorized as required by the Local Government Budget and Fiscal Control Act.

BY: 
_____ FINANCE OFFICER, Lead Regional Organization

Attachment: Agreement for Home & Community Care Block Grant for Older Adults (Annual Agreement for Home & Community Care Block

DAAS-731 (Rev. 2/16)

Home and Community Care Block Grant for Older Adults

County Funding Plan

County Services Summary

County Camden
July 1, 2023 through June 30, 2024

Services	A				B	C	D	E	F	G	H	I
	Access	In-Home	Other	Total	Required Local Match	Net Service Cost	NSIP Subsidy	Total Funding	Projected HCCBG Units	Projected Reimbursement Rate	Projected HCCBG Clients	Projected Total Units
In- Home Level II		42375		//////////	4708	47083		47083	1883	25	6	1883
In- Home Level III		2460		//////////	273	2733		2733	101	27	1	101
Trans. General	24058			//////////	2673	26731		26731	1465	18.25	31	1465
Congregate Meals			21870	//////////	2430	24300	2287	26587	2859	8.5	30	2859
Home Del. Meals		18590		//////////	2066	20656	1695	22351	2119	9.75	10	2119
				//////////	0	0		0				
				//////////	0	0		0				
				//////////	0	0		0				
				//////////	0	0		0				
				//////////	0	0		0				
				//////////	0	0		0				
				//////////	0	0		0				
				//////////	0	0		0				
Total	24058	63425	21870	109353	12150	121503	3982	125485	8427	//////////	78	8427

Signature, Chairman, Board of Commissioners _____ Date _____

Attachment: Agreement for Home & Community Care Block Grant for Older Adults (Annual Agreement

Home and Community Care Block Grant for Older Adults

Quality Home Staffing, Inc.
 PO Box 490
 Windsor, NC 27983

County Funding Plan

Provider Services Summary

DAAS-732

County: CAMDEN

Budget Period: July 2023 through June 2024

Revision #: Date:

Services	Serv. Delivery		A				B	C	D	E	F	G	H	I
	(Check One)		Block Grant Funding				Required Local Match	Net Service Cost	NSIP Subsidy	Total Funding	Projected HCCBG Units	Projected Reimbursement Rate*	Projected HCCBG Clients	Projected Total Units
	Direct	Purchase	Access	In-Home	Other	Total								
In-Home Aide-Level II - Personal Care	X		\$ -	\$42,375	\$ -	\$ 42,375	\$ 4,708	\$ 47,083	\$ -	\$ 47,083	1,883	\$ 25.0000	6	1,883
In-Home Aide-Level III - Personal Care	X		\$ -	\$ 2,460	\$ -	\$ 2,460	\$ 273	\$ 2,733	\$ -	\$ 2,733	101	\$ 27.0000	1	101
			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	-	\$ -		-
			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	-	\$ -		-
			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	-	\$ -		-
			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	-	\$ -		-
			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	-	\$ -		-
			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	-	\$ -		-
			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	-	\$ -		-
			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	-	\$ -		-
			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	-	\$ -		-
			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	-	\$ -		-
			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	-	\$ -		-
			\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	-	\$ -		-
Total			\$ -	\$44,835	\$ -	\$ 44,835	\$ 4,981	\$ 49,816	\$ -	\$ 49,816	1,985		7	1,985

*Adult Day Care & Adult Day Health Care Proj. Service Cost/Rate

	ADC	ADHC
Daily Care	\$33.07	\$ 40.00
Administrative		
Proj. Reimbursement Rate	\$33.07	\$ 40.00
Administrative %	0.00%	0.00%

Certification of required minimum local match availability. Required local match will be expended simultaneously with Block Grant Funding.

Regional Clinical Director
[Signature]
 Authorized Signature, Title Date
 Community Service Provider

Signature, County Finance Officer Date Signature, Chairman, Board of Commissioners Date

Attachment: Agreement for Home & Community Care Block Grant for Older Adults (Annual Agreement)

Albemarle Regional Health Services- ICPTA	Home and Community Care Block Grant for Older Adults	DAAS-732
711 Roanoke Ave	County Funding Plan	County: CAMDEN
Elizabeth City, NC 27909	Provider Services Summary	Budget Period: July 2023 through June 2024
		Revision #: Date:

Services	Serv. Delivery (Check One)		A Block Grant Funding				B Required Local Match	C Net Service Cost	D NSIP Subsidy	E Total Funding	F Projected HCCBG Units	G Projected Reimburse Rate*	H Projected HCCBG Clients	I Projected Total Units
	Direct	Purchase	Access	In-Home	Other	Total								
	Transportation (General)	X		\$ 24,058	\$ -	\$ -	\$ 24,058	\$ 2,673	\$ 26,731	\$ -	\$ 26,731	1,465	\$ 18.2500	31
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
Total			\$ 24,058	\$ -	\$ -	\$ 24,058	\$ 2,673	\$ 26,731	\$ -	\$ 26,731	1,465		31	1,465

***Adult Day Care & Adult Day Health Care Proj. Service Cost/Rate**

	ADC	ADHC
Daily Care	\$33.07	\$ 40.00
Administrative		
Proj. Reimbursement Rate	\$33.07	\$ 40.00
Administrative %	0.00%	0.00%

Certification of required minimum local match availability.
 Required local match will be expended simultaneously
 with Block Grant Funding.

Signature, County Finance Officer	Date	Signature, Chairman, Board of Commissioners	Date
-----------------------------------	------	---	------

Authorized Signature, Title Community Service Provider	Date
---	------

Attachment: Agreement for Home & Community Care Block Grant for Older Adults (Annual Agreement)

Albemarle Commission
 512 South Church Street
 Hertford, NC 27944

Home and Community Care Block Grant for Older Adults

County Funding Plan
 Provider Services Summary

DAAS-732
 County: CAMDEN
 Budget Period: July 2023 through June 2024
 Revision #: Date:

Services	Serv. Delivery		A				B	C	D	E	F	G	H	I
	(Check One)		Block Grant Funding				Required Local Match	Net Service Cost	NSIP Subsidy	Total Funding	Projected HCCBG Units	Projected Reimburse Rate*	Projected HCCBG Clients	Projected Total Units
	Direct	Purchase	Access	In-Home	Other	Total								
Congregate Nutrition			\$ -	\$ -	\$ 21,870	\$ 21,870	\$ 2,430	\$ 24,300	\$ 2,287	\$ 26,587	2,859	\$ 8.5000	30	2,859
Home Delivered Meals			\$ -	\$ 18,590	\$ -	\$ 18,590	\$ 2,066	\$ 20,656	\$ 1,695	\$ 22,351	2,119	\$ 9.7500	10	2,119
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
0			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		-
Total			\$ -	\$ 18,590	\$ 21,870	\$ 40,460	\$ 4,496	\$ 44,956	\$ 3,982	\$ 48,938	4,977		40	4,977

*Adult Day Care & Adult Day Health Care Proj. Service Cost/Rate

	ADC	ADHC
Daily Care	\$33.07	\$ 40.00
Administrative		
Proj. Reimbursement Rate	\$33.07	\$ 40.00
Administrative %	0.00%	0.00%

Certification of required minimum local match availability. Required local match will be expended simultaneously with Block Grant Funding.

[Signature]
 ANA Director 4/23
 Authorized Signature, Title Date
 Community Service Provider

 Signature, County Finance Officer Date

 Signature, Chairman, Board of Commissioners Date

Attachment: Agreement for Home & Community Care Block Grant for Older Adults (Annual Agreement



CAMDEN COUNTY
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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8J
Meeting Date: August 07, 2023
Submitted By: Erin Burke,
Administration
Prepared by: Karen Davis

Item Title **DHHS Request - Operation Santa Claus**

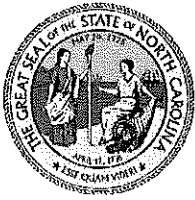
Attachments: Operation Santa Claus (PDF)

Summary:

See attached letter of request from NC Department of Health and Human Services in regard to 2023 Operation Santa Claus.

Recommendation:

Approval of \$100 toward the project.



NC DEPARTMENT OF HEALTH AND HUMAN SERVICES

ROY COOPER • Governor
KODY KINSLEY • Secretary
KAREN BURKES • DSOHF Director
VALOUR RICHARDSON • Center Director

JUL 26 2023

July 26, 2023

Camden County Commissioners
PO Box 190
330 East Hwy 158
Camden, NC 27921

Dear Commissioners,

Caswell Developmental Center is busy planning for the upcoming Christmas season. We are, once again, seeking support for our Operation Santa Claus Project from the County Commissioners. A successful project ensures that every resident who lives at the Center will receive a new gift on Christmas morning. Filling the Christmas wishes of all 227 residents including one from Camden County is quite an undertaking for the Volunteer Services Department. We are confident with the support of the County Commissioners our Operation Santa Claus Project will be successful.

Caswell Developmental Center has been enhancing the quality of life for persons with intellectual and developmental disabilities and their families since opening its doors in 1914. We look forward to continuing our tradition of spreading Christmas cheer and hope that you will join us by contributing to our 2023 Operation Santa Claus Project. To simplify the purchasing of gifts, we are requesting that checks be made payable to: Caswell Center Foundation, Inc. Please write "Operation Santa Claus" in the memo section of your check and mail to Caswell Center Foundation, Inc. PO Box 1459, Kinston, NC 28503-1459. Thank you for your time and consideration of this request.

Sincerely,

Danielle Howell (handwritten signature)

Danielle Howell, Director
Volunteer Services Department

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • CASWELL DEVELOPMENTAL CENTER

2415 West Vernon Avenue Kinston, NC 28504
COURIER 01-26-04
www.ncdhhs.gov • TEL: 252-208-4000 • FAX: 252-208-4238

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

Attachment: Operation Santa Claus (DHHS Request - 2023 Operation Santa Claus)



CAMDEN COUNTY

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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Information, Reports & Minutes From Other Agencies

Item Number: 11.A
Meeting Date: August 07, 2023

Submitted By: Tammie Krauss, Register of Deeds
Register of Deeds
Prepared by: Karen Davis

Item Title **Register of Deeds Report**

Attachments: Register of Deeds Report (PDF)

Camden County Register of Deeds: Tammie Krauss
June 2023 Daily Deposit

DATE	NC CHILDREN TRUST	NC DOM. VIO. FUND	STATE REV. STAMPS	COUNTY REV. STAMPS	RETIREMENT	AUTO FUND	STATE TREASURY	ROD GENERAL	TOTAL
06/01/23	\$ 5.00	\$ 30.00	\$ 625.73	\$ 651.27	\$ 10.41	\$ 58.65	\$ 93.00	\$ 496.94	\$ 1,971.00
06/02/23	\$ -	\$ -	\$ 457.66	\$ 476.34	\$ 1.74	\$ 10.08	\$ 18.60	\$ 85.58	\$ 1,050.00
06/05/23	\$ -	\$ -	\$ 400.82	\$ 417.18	\$ 3.92	\$ 23.65	\$ 31.00	\$ 202.43	\$ 1,079.00
06/06/23	\$ -		\$ 374.36	\$ 389.64	\$ 3.21	\$ 19.76	\$ 18.60	\$ 172.43	\$ 978.00
06/07/23			\$ -	\$ -	\$ 2.04	\$ 12.06	\$ 18.60	\$ 103.30	\$ 136.00
06/08/23	\$ -	\$ -			\$ 3.57	\$ 22.52	\$ 24.80	\$ 187.11	\$ 238.00
06/09/23			\$ 528.22	\$ 549.78	\$ 5.21	\$ 31.41	\$ 43.40	\$ 266.98	\$ 1,425.00
06/12/23	\$ 5.00	\$ 30.00			\$ 4.44	\$ 25.61	\$ 6.20	\$ 224.75	\$ 296.00
06/13/23			\$ 391.02	\$ 406.98	\$ 1.99	\$ 12.28	\$ 12.40	\$ 105.33	\$ 930.00
06/14/23	\$ 5.00	\$ 30.00	\$ 382.20	\$ 397.80	\$ 5.34	\$ 28.77	\$ 43.40	\$ 243.49	\$ 1,136.00
06/15/23			\$ 686.00	\$ 714.00	\$ 1.74	\$ 10.08	\$ 18.60	\$ 85.58	\$ 1,516.00
06/16/23	\$ 5.00	\$ 30.00	\$ 749.70	\$ 780.30	\$ 6.36	\$ 36.00	\$ 43.40	\$ 303.24	\$ 1,954.00
06/20/23			\$ 63.70	\$ 66.30	\$ 5.13	\$ 31.05	\$ 37.20	\$ 268.62	\$ 472.00
06/21/23	\$ 5.00	\$ 30.00	\$ 367.50	\$ 382.50	\$ 4.56	\$ 25.66	\$ 18.60	\$ 220.18	\$ 1,054.00
06/22/23	\$ 5.00	\$ 30.00	\$ 413.56	\$ 430.44	\$ 5.18	\$ 27.31	\$ 37.20	\$ 240.31	\$ 1,189.00
06/23/23	\$ 5.00	\$ 30.00	\$ 1,164.24	\$ 1,211.76	\$ 6.82	\$ 38.44	\$ 49.60	\$ 325.14	\$ 2,831.00
06/26/23			\$ 484.61	\$ 504.39	\$ 4.22	\$ 25.52	\$ 37.20	\$ 214.26	\$ 1,270.20
06/27/23	\$ 10.00	\$ 60.00	\$ 176.40	\$ 183.60	\$ 4.60	\$ 21.27	\$ 24.80	\$ 186.33	\$ 667.00
06/28/23			\$ 352.80	\$ 367.20	\$ 4.92	\$ 30.14	\$ 37.20	\$ 255.74	\$ 1,048.00
06/29/23			\$ 647.78	\$ 674.22	\$ 5.61	\$ 32.18	\$ 62.00	\$ 274.21	\$ 1,696.00
06/30/23			\$ 1,035.37	\$ 1,077.63	\$ 8.78	\$ 53.99	\$ 68.20	\$ 454.63	\$ 2,698.60
									0.00
									0.00
									\$ -
TOTAL	\$ 45.00	\$ 270.00	\$ 9,301.67	\$ 9,681.33	\$ 99.79	\$ 576.43	\$ 744.00	\$ 4,916.58	\$ 25,634.80

Attachment: Register of Deeds Report (Register of Deeds Report)

Ledger Report Fee Distribution
TAMMIE KRAUSS, REGISTER OF DEEDS
Camden, NC

Date Range From Thursday, June 01, 2023 to Friday, June 30, 2023

Name	Amount
NC Children's Trust Fund	\$45.00
NC Domestic Violence Fund	\$270.00
State Revenue Stamp	\$9,301.67
County Revenue Stamp	\$9,681.33
Land Transfer Fee	\$0.00
Floodplain Map Fund	\$0.00
Supplemental Retirement	\$99.79
ROD Automation Fund	\$576.43
Dept Of Cultural Resources	\$0.00
Vital Records Fund	\$0.00
State General Fund	\$0.00
State Treasurer Amount	\$744.00
ROD General Fund	\$4,916.58
Total Distribution For Period	\$25,634.80
Cash Total	\$775.60
Check Total	\$3,107.20
Pay Account Total	\$399.00
ACH Total	\$21,353.00
Escrow Account Total	\$0.00
Overpayment Total	\$0.00
Total Deposit For Period	\$25,634.80

Attachment: Register of Deeds Report (Register of Deeds Report)



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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Information, Reports & Minutes From Other Agencies

Item Number:	11.B	
Meeting Date:	August 07, 2023	
Submitted By:	Kim Perry, Library Prepared by: Kim Perry	
Item Title	Library Report	
Attachments:	23-06	(DOCX)

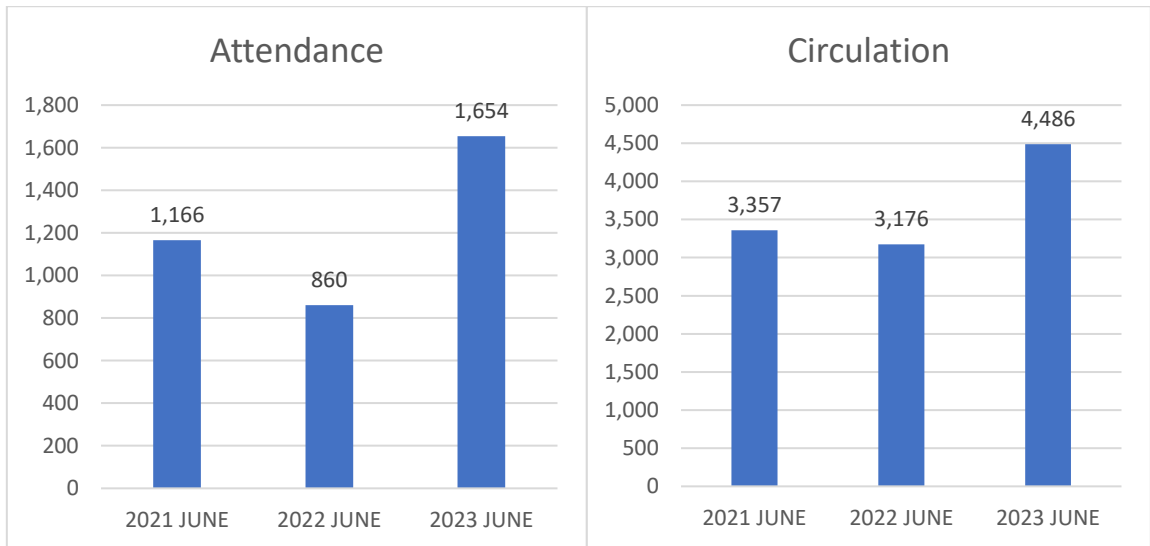
Camden County Public Library

June 2023 Statistics

Visitor Count	1,654
Materials Check Outs & Renewals	4,486
Cloud Library Check Out (ebooks & audiobooks)	128 (9.9% decrease from 6/22)
Computer/ Wireless Use	210/143
Questions Answered	218
Children’s Programs/Attendance	13/278
Teen Program/Attendance	0/0
Adult Programs/Attendance	2/18
Outreach Programs/Attendance	0/0
Study Room Usage/Attendance	19/38
Meeting Room Usage/Attendance	3/18
Days/Hours Open	23/187
# Items in Collection	21,238
Library Card Holders	2,568

Attachment: 23-06 (Library Report)

Comparison by Year
2021-2023



****The Library was closed 6/1-6/22 while moving to our new location. During this closure the facility was closed to the public and all services suspended.**



CAMDEN COUNTY

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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Information, Reports & Minutes From Other Agencies

Item Number:	11.C
Meeting Date:	August 07, 2023
Submitted By:	Erin Burke, Administration Prepared by: Karen Davis
Item Title	NC Forest Service Annual Report
Attachments:	NC Forest Service Annual Report (PDF)



**North Carolina Department of Agriculture
and Consumer Services**
N.C. Forest Service



Steven W. Troxler
Commissioner

Scott Bissette
Assistant Commissioner

July 10, 2023

Dear Camden County Commissioners and County Manager Erin Burke:

This letter highlights the North Carolina Forest Service's annual accomplishments for Camden County in fiscal year July 2022 - June 2023. The NCFS is responsible for the protection and development of all private and state woodlands in the county per general statutes. Camden County's forestland area consists of 80,177 acres as listed in the 2015 NCFIA survey. Of these acres, only 49,494 are nonindustrial private that we have jurisdiction over. At this time, I would like to take the opportunity to inform you of our program areas and the accomplishments we made in each area. My Assistant County Ranger position is currently vacant, and we are working hard to fill that position. Our Forest Fire Equipment Operator position has been staffed since May by Keith Norman and he is displaying strong initiative beginning his training progression.

Fire Control

We had a large volume of fire response calls this year. We responded to 37 calls with 22 of those being wildfires resulting in 7 warning tickets and 1 citation being issued. Other calls were false alarms and legal or illegal control burns. I was dispatched to Western NC for initial attack response for fires back in October and went to the Croatan National Forest Great Lakes Fire as Strike Team Leader outside New Bern NC recently in May. We had 496 Burning Permits written by local agents and acquired by landowners online. We have 3 Volunteer Fire Departments in the county, which continue to be a tremendous asset to us in wildfire suppression. Their quick initial attack with us minimizes fire damage and keeps fires small.

Forest Management

With help from our District Office staff in Elizabeth City; we prepared 28 management plans for Camden landowners consisting of 990 acres. These plans help landowners meet financial and personal objectives for their timberland. These plans address timber resources, wildlife, aesthetics, water quality, soil protection, and/or recreation opportunities. Using information in their management plans, Camden landowners contracted with tree planters for a total of 159 acres of harvested woodland that was replanted. We are also responsible for conducting survival checks of last year planting projects and land measurement of all projects funded with state funds using global positioning system instruments. We also collected 204 lbs. of seed to support our State Nursery in Goldsboro and we conducted 2 hazard reduction burns totaling 8 acres for our landowners.

Water Quality Protection

We are also committed to randomly check on forestry logging operations. All forestry activities must adhere to Forest Practice Guidelines and Best Management Practices. These laws and regulations protect water quality and enable us to utilize forest resources in a sustainable manner. We conducted 18 inspections and re-inspections on loggers for 220 acres of forest harvesting activities in the county.

Information and Education

These programs are a vital part of our organization and they educate the public in forestry and the prevention of wildfires. We conducted 6 programs in the county with other time spent on attending various VFD meetings.

Urban Assistance and Pest Control

We provide Camden citizens with advice and support on shade trees, windbreaks, and insect & disease control. Urban assistance will continue to be a priority as the population increases and more land is developed. In an effort to protect urban and forested areas, each year we conduct aerial and ground surveys for forest pest outbreaks. We continually work with cooperative agencies; NCSU Extension office for shade tree assistance and the North Carolina Department of Agriculture to monitor forest pest movements.

Other Services

We are also involved in overall emergency response in Camden County, the State of North Carolina, and the Southeast Compact. We stand ready for natural disaster recovery efforts such as hurricanes, floods, tornadoes, and ice storms.

Summary

I feel we had a very successful year in all program areas especially with position changes. I really appreciate the support of this board of commissioners and our other cooperators in helping us achieve this success. If you need any assistance or have any questions or concerns; please feel free to contact me at 336-4332.

Sincerely,



Steve Sutton
Camden County Ranger



CAMDEN COUNTY

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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Information, Reports & Minutes From Other Agencies

Item Number: 11.D
Meeting Date: August 07, 2023

Submitted By: Erin Burke,
Administration
Prepared by: Karen Davis

Item Title **New High School Progress Report**

Attachments: CAMHS 20230801 Project Status Report August
(PDF)

NEW CAMDEN COUNTY HIGH SCHOOL

MONTHLY PROGRESS REPORT August 2023

Attachment: CAMHS 20230801 Project Status Report August (New High School Progress Report)



M. B. Kahn

Construction Co., Inc.

2400 Crownpoint Executive Dr. / Charlotte, NC 28227
Phone 704-841-7299

M. B. Kahn has prepared this Monthly Project Status Report to provide the Camden County Board of Education and Board of Commissioners an update regarding the New Camden County High School project. This report is intended to show the progress made on the project to date and prepare you for the "next steps" as we continue moving forward.

PROJECT STAKEHOLDERS:



Camden County Board of Commissioners
Tiffney White, Chair
Ross Munro, Vice Chair
Sissy Aydlett, Commissioner
Randy Krainiak, Commissioner
Troy Leary, Commissioner

Camden County Manager
Erin Burke, County Manager



Camden County Board of Education
Dr. Jason Banks, Chair
Chris Purcell, Vice Chair
Kevin Heath, Board Member
Magen O'Neal, Board Member
Christian Overton, Board Member

Camden County Schools Superintendent
Dr. Linda Carr, Superintendent

PROJECT STATUS SUMMARY:

Over the course of recent months, the Design-Build team, M. B. Kahn and Moseley Architects, received direction from the Board of Education and Board of Commissioners to proceed with the two-story design approach on the Hwy. 343 site with a total project budget of \$80,000,000. This new design will accommodate 800 students.

The kick-off steering committee meeting was held on June 27, 2023. The steering committee is made up of representatives from the Board of Commissioners, Board of Education, and County and District staff. During this meeting, the steering committee and Design-Build team reviewed and discussed the project scope, budget, funding, property due diligence, timeline, communication procedures, and more. The next steering committee meeting will be held on Wednesday, August 9, 2023 at 3:00pm (virtual).

Programming meetings were conducted on July 24th and 25th, 2023. During these meetings, the Design-Build team met with District leadership and faculty to review the changes made during the preparation of the two-story conceptual design and determine if any adjustments needed to be made to accommodate the educational program. Agreed upon adjustments will be incorporated into the design documents.

The County CFO and Design-Build team met with the County's financial advisor and USDA representative to discuss beginning the loan application process again. Documents needing updates were discussed and are currently being

MOSELEYARCHITECTS

prepared. The Phase 1 ESA has been updated by Timmons Group, and the final report was submitted to USDA for review. The Environmental Assessment will require some additional updates and Terracon is reviewing and preparing a proposal for this effort. The Design-Build team is expecting this proposal within the next week or two and once received, it will be provided to the County and District along with an expected timeline for these updates.

A new project website has been created to reflect current project parameters and will continue to be monitored and updated throughout the project. QR cards were provided to both the County and District for ease of distribution. Construction costs are continuously being monitored and periodic estimates (per the management schedule) will be completed to reflect current market conditions.

Over the next month, the team will continue with the design phase and with preparing necessary documentation for the USDA loan.

PROJECT MILESTONES:

<u>Programming and Planning</u>	<u>100%</u>
<ul style="list-style-type: none"> • Please refer to the project website for the project history and timeline 	
<u>Design Phase</u>	<u>35%</u>
<ul style="list-style-type: none"> • Conceptual / Schematic Design 100% • Design Development 30% <ul style="list-style-type: none"> ○ Progress Estimate – anticipated in October 2023 • Construction Documents 0% <ul style="list-style-type: none"> ○ 90% Estimate – anticipated in March 2024 	
<u>Procurement</u>	<u>0%</u>
<u>Construction Phase</u>	<u>0%</u>

PROJECT FINANCIAL STATUS:

Funding Source:	NC NBPSCF Grant	USDA Loan	Total Project
Budget:	\$50,000,000	\$30,000,000	\$80,000,000
Billed to Date:	\$3,205,615	\$0.00	\$3,205,615
Remaining Budget:	\$46,794,385	\$30,000,000	\$76,794,385

NEXT STEPS:

- Continue the design development phase
- Steering committee meeting on Wednesday, August 9, 2023 at 3:00pm (virtual).
- Complete the Environmental Assessment (EA) Updates
- Continue preparing and submitting documentation for the USDA loan
- Continue developing procurement documents and information

PROJECT PHOTOS:

Project Website: <https://www.cchs-project.com/>

Renderings and Layouts (additional renderings can be found on the project website):



TWO STORY OPTION 1
CAMDEN COUNTY HIGH SCHOOL - May 22, 2023

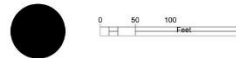


Figure 1: Conceptual Site Plan

Attachment: CAMHS 20230801 Project Status Report August (New High School Progress Report)



Figure 2: Conceptual Floor Plan - 1st Floor

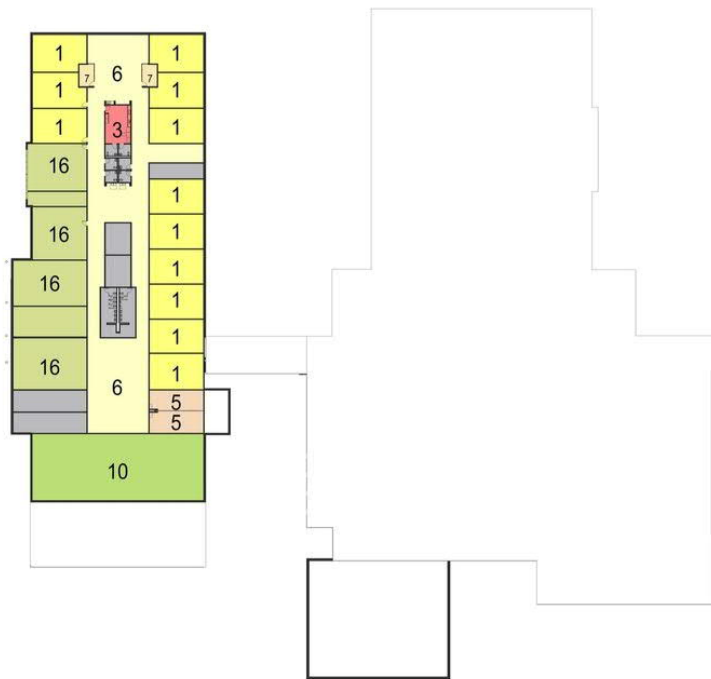


Figure 3: Conceptual Floor Plan - 2nd Floor



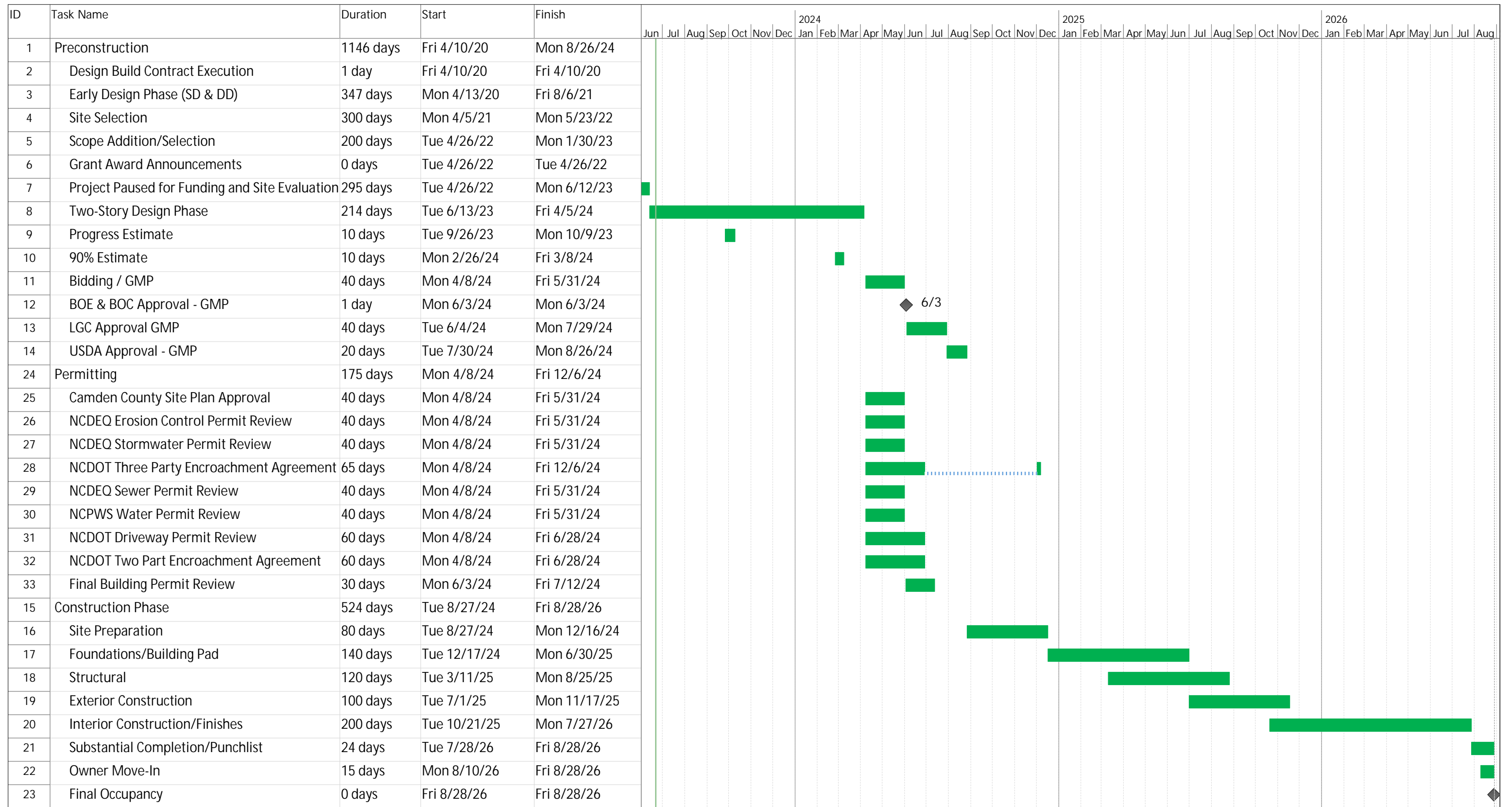
Figure 4: Interior Renderings - CTE Lab



Figure 5: Interior Renderings - Extended Learning Area

ATTACHMENTS:

1. Management Schedule



Attachment: CAMHS 20230801 Project Status Report August (New High School Progress Report)

Project: Camden County High School and Early College Date: Thu 6/22/23	Task		Project Summary		Manual Task		Start-only		Deadline	
	Split		Inactive Task		Duration-only		Finish-only		Progress	
	Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
	Summary		Inactive Summary		Manual Summary		External Milestone			