

Camden County Board of Commissioners
BOC - Regular Meeting
January 19, 2016
7:00 PM
Historic Courtroom, Courthouse Complex
Camden, North Carolina

MINUTES

The regular meeting of the Camden County Board of Commissioners was held on January 19, 2016 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:

CALL TO ORDER

Attendee Name	Title	Status	Arrived
P. Michael McLain	Chairman	Present	
Sandra Duckwall	Commissioner	Present	
Garry Meiggs	Vice Chairman	Present	
Clayton Riggs	Commissioner	Present	
Tom White	Commissioner	Present	
Michael Renshaw	County Manager	Present	
Angela Wooten	Clerk to the Board	Present	
John Morrison	County Attorney	Present	
Stephanie Humphries	Finance Director	Present	
Tim White	Parks & Recreation Director	Present	
Lisa Anderson	Tax Administrator	Present	
Cameron Lowe	Cooperative Extension Director	Present	
David Credle	Public Works Director	Present	

CLOSED SESSION

Chairman McLain called for a motion to enter closed session pursuant to G.S. 143-318.11(a)(3) - Consultation with Attorney to discuss Contract Negotiations and G.S. 143-318.11(a)(6) for a Personnel matter.

Motion to Enter Closed Session

RESULT:	PASSED [UNANIMOUS]
MOVER:	Tom White, Commissioner
AYES:	McLain, Duckwall, Meiggs, Riggs, White

Motion to Come Out of Closed Session

At 6:51 PM the Camden County Board of Commissioners were out of Closed Session.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Vice Chairman
AYES:	McLain, Duckwall, Meiggs, Riggs, White

INVOCATION & PLEDGE OF ALLEGIANCE

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Commissioner Tom White

Commissioner Tom White gave the Invocation and lead the Pledge of Allegiance.

1. PUBLIC COMMENTS

None

2. CONSIDERATION OF AGENDA

Motion to accept the agenda as presented

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Vice Chairman
AYES:	McLain, Duckwall, Meiggs, Riggs, White

3. PRESENTATIONS

A. Agriculture Extension Agent

The County Extension Director Cameron Lowe gave a brief introduction of the newly hired Agriculture Extension Agent, Mr. Austin Brown.

B. COA Brand Presentation

Dr. Deitemeyer gave a brief presentation on the new COA Brand.

C. Mid-Year Budget Review

Stephanie Humphries gave a presentation to review the County’s Mid-Year revenues and expenses.

4. OLD BUSINESS

A. Playground Equipment Design

The Parks and Recreation director Tim White presented conceptual drawings and explained that in August of 2015 Camden County was awarded a Trillium Health Care Play Together construction grant for accessible playgrounds in the amount of \$125,000.

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

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

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

The new *Carolina Parks & Play* playground design incorporates their brand new Rhapsody outdoor music instruments. The second unique item on your playground is the Pulse Table Tennis. This wheelchair accessible, sensory rich game challenges kids to beat the lights as the “bounce” around the table. The main structure has a Sway Fun, a wheelchair accessible glider. It also has a conical Climber and a roller slide, among other slides and activity panels.

RESULT:	APPROVED AS PRESENTED [UNANIMOUS]
MOVER:	Tom White, Commissioner
AYES:	McLain, Duckwall, Meiggs, Riggs, White

B. Saturday Night Open Gym Program Restructuring

The Parks and Recreation Director Tim White presented the attendance numbers for our Saturday Night Open Gym program from September 2015-December 2015 and explained that due to the lack of participation in this program the Recreation Department is recommending the following restructuring.

Currently, open gym is available on Saturday nights throughout the year (excluding Holidays) and requires the county to pay part-time staff to run and supervise the gym. We would like to suspend the Saturday night program and change the open gym activities to include Adult Volleyball on Tuesday nights and Adult Basketball on Thursday nights. The programs would run April through August annually with full-time staff members supervising them and eliminating the need to pay part-time employees.

The new plan was presented to the Parks and Recreation Advisory board and unanimously approved at the December 10, 2015 meeting

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MOVER:	Clayton Riggs, Commissioner
AYES:	McLain, Duckwall, Meiggs, Riggs, White

C. Camden Youth Football Seeking Recognized Status

Mrs. Karyn Smith President of the Camden Youth Football League made a request to the Camden County Parks and Recreation Advisory board on December 10, 2015 for her organization to obtain recognized status as a Category II sports organization.

The Camden Youth Football League has now completed all of the required documents as stated in the Camden County Parks and Recreation Department and Camden County Schools Memorandum of Understanding.

By a unanimous vote the Parks and Recreation Advisory Board recommends that the Camden Youth Football League be approved for this status.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Garry Meiggs, Vice Chairman
AYES:	McLain, Duckwall, Meiggs, Riggs, White

D. Proposal for 911 Central Communications Drive Testing and Radio Assessment

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

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

The County Manager’s office was advised by the Pasquotank County Manager that on January 12th the Pasquotank Board of Commissioners approved going forward with this drive testing and assessment, pending approval from both the Camden County Board of Commissioners and Elizabeth City Council. Pasquotank County is awaiting a response from both Camden County and Elizabeth City.

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

RESULT:	APPROVED AS PRESENTED [UNANIMOUS]
MOVER:	Clayton Riggs, Commissioner
AYES:	McLain, Duckwall, Meiggs, Riggs, White

5. PUBLIC HEARINGS

None

6. NEW BUSINESS

A. Monthly Tax Report-November

RESULT:	APPROVED AS PRESENTED [UNANIMOUS]
MOVER:	Garry Meiggs, Vice Chairman
AYES:	McLain, Duckwall, Meiggs, Riggs, White

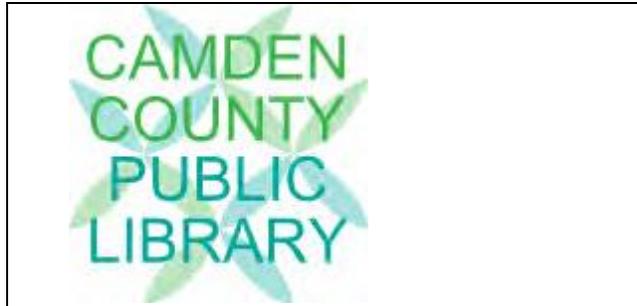
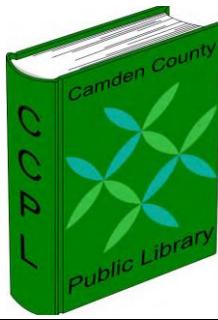
B. Camden County Public Library Logo

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

Entry “A”	Entry “B”
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Garry Meiggs made a motion to adopt Entry B as the new Camden County Library Logo.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Garry Meiggs, Vice Chairman
AYES:	McLain, Duckwall, Meiggs, Riggs, White

C. Patron Utilization of Camden County Public Library's Extended Hours of Operation

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

Melissa Harrison of the Library presented an overview of patron attendance and circulation statistics during these hours.

RESULT:	APPROVED AS PRESENTED [UNANIMOUS]
MOVER:	Tom White, Commissioner
AYES:	McLain, Duckwall, Meiggs, Riggs, White

D. Alternative Sports Fields

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

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

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

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

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

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Commissioner Riggs made a motion to move forward with the grant process and directed Tim White to get information pertaining to lighting the current fields and make present at the Feb 1st meeting.

RESULT:	APPROVED AS PRESENTED [UNANIMOUS]
MOVER:	Clayton Riggs, Commissioner
AYES:	McLain, Duckwall, Meiggs, Riggs, White

7. BOARD APPOINTMENTS

A. Library Board of Trustees & the EARL Board

RESULT:	APPROVED AS PRESENTED [UNANIMOUS]
MOVER:	Clayton Riggs, Commissioner
AYES:	McLain, Duckwall, Meiggs, Riggs, White

Appoint Ms Anna Smith to fill the current vacancy on the Library Board of Trustees.

The County Manager advised the board of a resignation on the Camden County Library Board of Trustees.

Ms Anna Smith's volunteer application was approved in November of 2015.

Commissioner Clayton Riggs made a motion to appoint Ms Anna Smith to fill the current vacancy on the Library Board of Trustees.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Clayton Riggs, Commissioner
AYES:	McLain, Duckwall, Meiggs, Riggs, White

8. CONSENT AGENDA

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Tom White, Commissioner
AYES:	McLain, Duckwall, Meiggs, Riggs, White

- A. Draft Minutes - November 2Nd, 2015
 - B. Tax Refunds, Pickups, & Releases
 - C. Authorization to Collect
 - D. Surplus Property Request
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Requested by:	Sheriff Perry
	<input checked="" type="radio"/> Sell <input type="radio"/> Dispose
Department:	Sheriff's Office
Item:	1993 BMY 5 Ton Military truck
Disposal Method:	Sell
Suggested Value:	\$ 7,500.00
Reason for surplus:	Removed from Fleet
Manager Approval	
Disposal Method:	Approved (Gov Deals)
Value:	Approved Starting Bid @ 7,500.00
Comments:	
Board Approval	
Approved/Denied:	
Date:	
Final Disposition Date:	
Method:	
Amount:	
Purchased by:	



9. COMMISSIONERS' REPORT

10. COUNTY MANAGER'S REPORT

The County Manager mentioned that having passed all exams, Stephanie Humphries, is now Certified as a Local Government Finance Officer.

RECESS COMMISSIONERS MEETING

Chairman McLain recessed the Board of Commissioners Meeting at 8:45 PM.

RECONVENE COMMISSIONERS' MEETING

Chairman McLain reconvened the Board of Commissioners meeting at 8:48 PM

11. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES

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

12. OTHER MATTERS

None

13. ADJOURN

Chairman McLain adjourned the Board of Commissioners meeting at 8:50 PM.
