

## Camden County Board of Commissioners

BOC - Regular Meeting

February 20, 2017

6:30 PM

Historic Courtroom, Courthouse Complex

Camden, North Carolina

### MINUTES

The regular meeting of the Camden County Board of Commissioners was held on February 20, 2017 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:

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### WELCOME & CALL TO ORDER

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Vice Chairman Tom White called the meeting to order at 6:30 P.M.

Commissioners	Title	Status
Clayton Riggs	Chairman	Absent
Tom White	Commissioner	Present
Garry Meiggs	Vice Chairman	Absent
Randy Krainiak	Commissioner	Present
Ross Munro	Commissioner	Present
Staff	Title	Status
Michael Brillhart	County Manager	Present
Angela Wooten	Clerk to the Board	Present
John Morrison	County Attorney	Present

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### CLOSED SESSION

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#### ENTER CLOSED SESSION

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At 6:33 P.M. Commissioner Ross Munro made a motion to go into closed session to discuss potential litigation.

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Ross Munro, Commissioner
<b>AYES:</b>	White, Krainiak, Munro
<b>ABSENT:</b>	Riggs, Meiggs

#### EXIT CLOSED SESSION

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The Board of Commissioners came out of Closed Session at 7:01 P.M.

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>AYES:</b>	White, Krainiak, Munro
<b>ABSENT:</b>	Riggs, Meiggs

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**INVOCATION & PLEDGE OF ALLEGIANCE**

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*Commissioner Ross Munro gave the invocation and Pledge of Allegiance.*

**1. PUBLIC COMMENTS**

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*Penny Leary Smith of 289 North Highway 343 in Camden has come before the board with the following comments pertaining to her interest in serving as a member of Camden's Economic Development Commission*

- *Ms. Smith's volunteer application for the CEDC was approved several months ago by the Commissioners*
- *A copy of her biography was also submitted.*
- *She has experience on both State and Local boards and many accomplishments.*
- *She has been advised of an opening on the economic development board and respectfully requests their support.*

**2. CONSIDERATION OF AGENDA**

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*Motion to approve the agenda as presented*

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Ross Munro, Commissioner
<b>AYES:</b>	White, Krainiak, Munro
<b>ABSENT:</b>	Riggs, Meiggs

**3. PRESENTATIONS**

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**A. SENIOR TAR HEEL LEGISLATURE UPDATES BY GWEN WESCOTT**

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*Camden County's Senior Tar Heel Legislature representative Mrs. Gwen Wescott gave the following updates:*

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**HomeMeds Medication Safety Program**

- *An evidence-based, in-home, medication review and intervention that includes a computerized risk assessment and alert process, plus a pharmacist review and recommendation for improvement*
  - *A complement to other evidence-based programs that address patient readmission reduction, health self-management, care transitions or caregiver support*
- 

**NC Senior Tar Heel Legislature  
2017 Legislative Priorities**

- *Re-establish the Study Commission on Aging*
  - *Increase HCCBG Funding*
  - *Increase Funding for Senior Centers*
  - *Sustain and Expand Project C.A.R.E.*
  - *Strengthen and Fund North Carolina's Adult Protective Services Program (APS)*
  - *Contact NCSTHL*
-

**NC Coalition on Aging**  
**2017 Legislative Priorities**

- Increase the recurring state funding for the Home and Community Care Block Grant (HCCBG) by \$7 million.
- Establish a joint legislative committee to examine issues pertaining to the state's growing older adult population, including health care and financial security, and to make recommendations on how the state can better support North Carolinians to age with dignity.
- Increase state funding and support for adult protective services (APS) and public guardianship services and conduct a comprehensive evaluation of these services.
- In order to better support direct care workers and help reduce worker turnover, invest in Medicaid Personal Care Services (PCS) and the Community Alternatives Program for Disabled Adults (CAP-DA) programs by increasing the reimbursement rate over a two year period from \$13.88 per hour to the national average of \$18.82.
- Pass legislation that will support working family caregivers and help to keep them in the workforce.

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Dear Chairman:

*I sincerely thank you for allowing me the privilege of representing the senior citizens of Camden as their STHL delegate. I appreciate your faith in me and your cooperation with me, as I attended regional and state STHL events.*

*The board selected me when I was sixty-two, now I am eighty. Therefore, it is time for a younger senior to represent Camden County senior citizens. I have tried to represent Camden respectfully, thoughtfully, intelligently and conservatively. I realized every wish, idea, want or request affected each- old or young-individual in Camden and in the state.*

*Again, with sincere gratitude for the opportunity to serve Camden's citizens, I offer my resignation as the STHL delegate effective February 2017.*

Gwendolyn Wescott

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**B. MID-YEAR BUDGET PRESENTATION**

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*Camden County's Finance Officer, Ms. Stephanie Humphries gave the MID-YEAR BUDGET REPORT JULY 1, 2016 THRU DECEMBER 31, 2016. A copy of this report is kept in the office of the Clerk for public review.*

*Motion to accept the Mid-Year Budget report as presented*

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Randy Krainiak, Commissioner
<b>AYES:</b>	White, Krainiak, Munro
<b>ABSENT:</b>	Riggs, Meiggs

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**4. OLD BUSINESS**

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None

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**5. PUBLIC HEARINGS**

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None

6. NEW BUSINESS

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A. HAZARD MITIGATION GRANT PROGRAM  
RESOLUTION NO. 2017-02-01

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*Christy Saunders of Emergency Management Agency*

*County Manager Michael Brillhart announced that he just received a call from Ms. Saunders; she will be unable to attend due to an emergency.*

*Mr. Brillhart presented this item in her absence.*

*Mr. Brillhart advised that the North Carolina Division of Emergency Management (NCEM) is administering the FEMA based Hazard Mitigation Grant Program in light of the catastrophic impacts of Hurricane Matthew. With an adopted Hazard Mitigation Plan, Camden County (and its residents) is eligible to apply for applicable hazard mitigation funds.*

*In order to apply for program funds, the County Commissioners would need to: approve its participation in the program; become a grant sub recipient; and convene a "Town Meeting" for interested residents. Letters of interest must be received by NCEM by May 1, 2017.*

**RESOLUTION No. 2017-02-01**

**A RESOLUTION AUTHORIZING THE CAMDEN COUNTY MANAGER TO ENTER INTO A SUB-APPLICANT AGREEMENT BETWEEN CAMDEN COUNTY AND NORTH CAROLINA DEPARTMENT OF PUBLIC SAFETY, DIVISION OF EMERGENCY MANAGEMENT TO PARTICIPATE IN THE UNIFIED HAZARD MITIGATION ASSISTANCE PROGRAM.**

**WHEREAS**, the Federal Emergency Management Agency (FEMA) and the State of North Carolina, Department of Public Safety, Division of Emergency Management has Hazard Mitigation funds available to the jurisdictions of declared counties; and

**WHEREAS**, the disaster, affected citizens of Camden County would greatly benefit from the acquisition and demolition, elevation, and reconstruction programs which are the top priorities in the Unified Hazard Mitigation Assistance Program (UHMA); and

**WHEREAS**, storm water management, wind retrofits and purchasing of commercial properties are the second tier of priority; and

**WHEREAS**, the devastation of Hurricane Matthew has resulted in the largest Hazard Mitigation Grant Program since Hurricane Floyd; with fund availability in excess of \$100 million;

**NOW, THEREFORE, BE IT RESOLVED** by the Camden County Board of Commissioners that the Camden County Manager is authorized to apply for grant funds through the Unified Hazard Mitigation Assistance Program and as sub-applicant work closely with the North Carolina Division of Emergency Management to identify eligible and cost effective projects for this long-term program designed to protect lives and properties from future disaster.

**ADOPTED** this 20<sup>th</sup> day of February, 2017.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Randy Krainiak, Commissioner
<b>AYES:</b>	White, Krainiak, Munro
<b>ABSENT:</b>	Riggs, Meiggs

**B. MONTHLY TAX REPORT – DECEMBER 2016**

**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>
2015	88,613.04	5,022.63
2014	42,116.98	4,066.68
2013	18,193.85	6,819.16
2012	12,551.01	9,389.34
2011	8,839.70	7,542.93
2010	6,613.27	5,116.63
2009	4,651.99	4,831.51
2008	4,052.78	5,231.68
2007	4,010.88	7,060.31
2006	1,544.50	12,572.19
<b>TOTAL REAL PROPERTY TAX UNCOLLECTED</b>		<b>191,188.00</b>
<b>TOTAL PERSONAL PROPERTY UNCOLLECTED</b>		<b>67,653.06</b>
<b>TEN YEAR PERCENTAGE COLLECTION RATE</b>		<b>99.62%</b>
<b>COLLECTION FOR 2016 vs. 2015</b>		<b>13,141.77 vs. 9,078.88</b>

**LAST 3 YEARS PERCENTAGE COLLECTION RATE**

<b>2015</b>	<b>98.59%</b>
<b>2014</b>	<b>99.32%</b>
<b>2013</b>	<b>99.64%</b>

**EFFORTS AT COLLECTION IN THE LAST 30 DAYS**

**ENDING December 2016**

**BY TAX ADMINISTRATOR**

<u>11</u>	NUMBER DELINQUENCY NOTICES SENT
<u>6</u>	FOLLOWUP REQUESTS FOR PAYMENT SENT
<u>6</u>	NUMBER OF WAGE GARNISHMENTS ISSUED
<u>4</u>	NUMBER OF BANK GARNISHMENTS ISSUED
<u>12</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

**CAMDEN COUNTY BOARD OF COMMISSIONERS**

Regular Meeting – February 20, 2017

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<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ross Munro, Commissioner
<b>AYES:</b>	White, Krainiak, Munro
<b>ABSENT:</b>	Riggs, Meiggs

**7. BOARD APPOINTMENTS**

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**A. PLANNING BOARD**

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Appoint Mr. Steven Bradshaw to serve the Planning Board for a term of 3 years to expire on 2/19/2020.

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	Randy Krainiak, Commissioner
<b>AYES:</b>	White, Krainiak, Munro
<b>ABSENT:</b>	Riggs, Meiggs

**B. AREA AGENCY ON AGING  
REGIONAL ADVISORY COUNCIL VOLUNTEER APPLICATION**

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Appoint Jasmine Wilson to the Area Agency on Aging - Regional Advisory Council

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ross Munro, Commissioner
<b>AYES:</b>	White, Krainiak, Munro
<b>ABSENT:</b>	Riggs, Meiggs

**C. HOME AND COMMUNITY BLOCK GRANT**

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Appoint Rickey Wilson to the Home and Community Care Block Grant Committee for a 2 year term to expire 2/19/2019.

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>AYES:</b>	White, Krainiak, Munro
<b>ABSENT:</b>	Riggs, Meiggs

**8. CONSENT AGENDA**

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County Manager Michael Brillhart requested the following amendments:

- ❖ Consent Agenda
  - Item 8.R - Set Public Hearing - Special Use Permit Preliminary Plat Mill Run*
    - o **Change** the recommended Public Hearing Date from March 6th to April 3rd, 2017

Commissioner Randy Krainiak made a motion to approve the Consent Agenda as amended.

<b>RESULT:</b>	<b>ACCEPT AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Randy Krainiak, Commissioner
<b>AYES:</b>	White, Krainiak, Munro
<b>ABSENT:</b>	Riggs, Meiggs

**A. BUDGET AMENDMENTS**

<b>2016-17 BA013</b>			
<b>Section 1. To amend the South Mills Volunteer Fire Department Fund as follows:</b>			
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
41	Fund Balance Appropriated	\$12,000	
<b>Expenses</b>			
41	Equipment Maintenance	\$12,000	
This Budget Amendment is made appropriate funds for Pump Maintenance.			

<b>2016-17 BA013</b>			
<b>Section 1. To amend the General Fund as follows:</b>			
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10330611-434898	Grant Revenue	\$5,000	
<b>Expenses</b>			
106110-533000	Supplies	\$5,000	
This Budget Amendment is made appropriate funds for Library grant received.			

<b>2016-17 BA014</b>			
<b>Section 1. To amend the General Fund as follows:</b>			
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10330670-434810	Grant Revenue	\$5,354	
<b>Expenses</b>			
106700-533100	Grant Expense	\$5,354	
This Budget Amendment is made appropriate funds for Soil & Water grant received.			

**B. CCS BUDGET AMENDMENTS**

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	25,425.00	
5200	Special Instructional Programs	2,715.00	
6400	Technology Support Services	2,161.00	
6500	Operational Support Services		27385.00
6800	System-wide Student Services	379.00	
6900	Policy, Leadership, Pub Relation		201.00
<b>Explanation:</b>			
Total Appropriation in Current Budget		\$	873,732.27
Amount of Increase/Decrease of Above Amendment			3,094.00
Total Appropriation in Current Amended Budget ....		\$	876,826.27

Code Number	Description of Code	Amount	
		Increase	Decrease
5200	Special Instructional Programs		27.00
5800	Alternative Programs		11,140.00
6500	Operational Support Services	27.00	
6900	Policy, Ldrshp, & Pub Relations	11,140.00	
<b>Explanation:</b>			
Total Appropriation in Current Budget		\$	2,385,686.00
Amount of Increase/Decrease of Above Amendment			.00
Total Appropriation in Current Amended Budget ....		\$	2,385,686.00

**C. DMV MONTHLY REPORT MARCH RENEWALS**

**STATE OF NORTH CAROLINA**  
**COUNTY OF CAMDEN**

TO: The Tax Administrator of Camden County March Ren. Due 4/15/17

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

<b><i>SOUTH MILLS</i></b>	<b><i>COURTHOUSE</i></b>	<b><i>SHILOH</i></b>	<b><i>TOTAL</i></b>
<b><i>20,933.86</i></b>	<b><i>2,2059.05</i></b>	<b><i>12,212.10</i></b>	<b><i>55,205.01</i></b>

**D. REFUNDS OVER \$100.00**

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
 Regular Meeting – February 20, 2017

ACS Tax System  
 1/13/17 8:56:36

**REFUNDS OVER \$100.00**

Refunds to be Issued by Finance Office

CAMDEN COUNTY

Refunds	Remit To:	Reference:	Drawer/Transaction Info:
528.92	CORELOGIC RETS - REFUND DEPT. P.O. BOX 961250 FORT WORTH TX 761619858	2016 R 01-7998-00-53-5592.0000 OVERPAYMENT - R-85155-16	20161230 2 230664
<del>2,638.88</del>	CORELOGIC RETS - REFUND DEPT. P.O. BOX 961250 FORT WORTH TX 761619858	2016 R 02 8943 01 26 5768 0000 OVERPAYMENT - R-97421-16	20161230 2 230741
37.67	CORELOGIC RETS - REFUND DEPT. P.O. BOX 961250 FORT WORTH TX 761619858	2016 R 03 8952 01 49 5675.0000 OVERPAYMENT - R-99486-16	20161230 2 230807
1,700.40	CORELOGIC RETS - REFUND DEPT. P.O. BOX 961250 FORT WORTH TX 761619858	2016 R 02 8943 01 46 5738 0000 OVERPAYMENT - R-98698/98697-16	20170103 2 230929
395.53	CORELOGIC RETS - REFUND DEPT. P.O. BOX 961250 FORT WORTH TX 761619858	2016 R 02 8935 02 89 7250 0000 OVERPAYMENT-R-98165-R-97851-16	20170104 2 231057
1,274.59	CORELOGIC RETS - REFUND DEPT. P.O. BOX 961250 FORT WORTH TX 961619858	2016 R 01 7979 00 26 5797 0000 OVERPAYMENT - R-94720-16	20170104 2 231119
1,731.12	CORELOGIC RETS - REFUND DEPT. P.O. BOX 961250 FORT WORTH TX 761619858	2016 R 01-7080-00-16-2554.0000 OVERPAY-R97452,R99402,R95897	20170105 3 231154
1,088.82	CORELOGIC RETS-REFUND DEPT. P.O. BOX 961250 FORT WORTH TX 761619858	2016 R 01-7997-00-75-8426.0000 overpayment	20170105 4 231218
106.46	M & M ASSOCIATES LIMITED 7461 NORTH SHORE ROAD NORFOLK VA 23505	2016 R 01-8001-00-44-2269.0000 overpayment	20170110 1 231352
184.85	MEG INVESTMENTS, LLC P.O. BOX 456 MOYOCK NC 27958		

→ \* Fire tax only being refunded due to Company putting a stop payment on the check for \$2,572.33.

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
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**E. REFUNDS OVER \$100.00**

Refunds Over \$100.00

ACS Tax System 12/28/16 16:21:16 CAMDEN COUNTY

Refunds to be Issued by Finance Office

Refund\$	Remit To:	Reference:	Drawer/Transaction Info:
143.32	BLACKWELL, MINNIE 40 GRAHAM STREET STRATFORD CT 06615	2016 R 03-8962-00-73-3144.0000 value change	20161202 99 229480
795.98	CORELOGIC RETS - REFIND DEPT. P.O. BOX 961250 SHILOH NC 27974	2016 R 03-8961 00 68 3102.0000	20161222 3 230196
155.74	FIRST AMERICAN MORTGAGE SERV. SOLANA BLVD., BLDG. 6 STE. 6200 WESTLAKE TX 76262	2016 R 03-8963-00-00-3982.0000	20161110 1 228898 overpayment 2016 realestate
100.00	JOHNSON-MCCOY, CLARETTA 6038 NORTH 13TH STREET PHILADELPHIA PA 19141	2016 R 01-7998-00-56-2041.0000	20161109 1 228891 overpayment on realestate
310.50	JONES, EVAINIA HUNT 233 LAKE ROAD CAMDEN NC 27921	2015 R 01-8908-00-51-3617.0000	20161228 99 230448 exclusion should be on this pa
310.50	JONES, EVAINIA HUNT 233 LAKE ROAD CAMDEN NC 27921	2016 R 01-8908-00-51-3617.0000	20161228 99 230450 apply to 88237/15 & 95383/2016
196.65	SEABOARD DEVELOPMENT ALLIANCE 1073 BULLARD COURT RALEIGH NC 27615	2016 R 03-8965-00-25-2074.0000	20161130 1 229400 overpayment record#100888
117.29	STAPLES, ABNER WAYNE 1381 S HIGHWAY 343 SHILOH NC 27974	2016 R 03-8973-00-25-3231.0000	20161202 99 229477 value adjustment
1,490.76	WELLS FARGO REAL ESTATE TAX 1 HOME CAMPUS SOUTH MILLS NC 27976	2016 R 01-7080-00-18-3211.0000	20161115 2 228984
3,620.74	Total Refunds		***

**F. PICK UPS, RELEASES, AND REFUNDS**

NAME	REASON	TYPE NO.
Angelia Leigh Williams, ETAL	\$361.76 Pick-Up - Rolled back taxes	Pick-Up/19807 R-82353-14 R-89472-15 R-96615-16
Alice Bartlett Sawyer	\$122.54 Adjustment value correction	Pick-Up/19805 R-98511-16
Stanford & Evania Jones	\$310.50 Adjustment - exclusion on wrong property	Pick-Up/19804 R-88237-15
Stanford & Evania Jones	\$310.50 Adjustment - exclusion on wrong property	Pick-Up/19803 R-95383-16
Stanford & Evania Jones	\$310.50 Adjustment - exclusion on wrong property	Pick-Up/19802 R-95373-15
Evania Hunt Jones	\$310.50 Adjustment - exclusion on wrong property	Pick-Up/19801 R-95373-16
Gus Woodrow McPherson	\$987.20 Adjustment - corrected value	Pick-Up/19800 R-95653-16
C & L Concrete Woks, Inc.	\$257.76 Released - value corrected	PickUp/19767 R-97046-16

**G. TAX COLLECTION REPORT - DECEMBER 2016, JANUARY 2017**



Tax Collection Report  
 DEC. 2016

Day	Amount	Amount	Name of Account	Deposits	Internet
1	52,502.15		\$0.07 - Over	52,502.15	
2	27,386.41		\$377.62 - Refund- Drw.99	27,386.41	
5	36,048.45	25,396.50	\$15.49-Refund/\$0.64 Over	61,444.95	
6	11,780.37			11,780.37	
7	36,021.84			36,021.84	
8	137,969.09	44,276.64	\$10.55-Refund/\$0.02-Over	182,245.73	
9	30,999.77			30,999.77	
12	43,983.95		\$106.65 - Refund	43,983.95	
13	63,190.14	27,231.29	\$ 29.80 - Refund	80,421.43	
14	165.77		\$ 36.74 - Refund		165.77
	22,028.12		\$ 0.40 - Refund	22,028.12	
15	24,383.81	18,575.28		42,959.09	
16	42,557.14		\$2.00 - Refund	42,557.14	
19	19,852.98			19,852.98	
20	115,217.15	18,465.44	\$20.00 - Refund	133,682.59	
21	42,521.98	25,919.32		68,441.30	
22	35,469.26			35,469.26	
	30,683.93		\$19.71 - Refund	30,683.93	
	126,603.59		\$795.98 - Refund	126,603.59	
28	27,166.79	86,643.94		113,810.73	
	439.89			439.89	
	50,315.65	48,702.45	\$716.67 - Refund		
	86,017.85		\$20.00 - Refund	185,035.95	
29	47,141.90	41,980.75			
	61,773.74		\$ .01 - Refund	150,896.39	
	56,470.22			56,470.22	
	29,839.11			29,839.11	
	14,025.06				14,025.06
30	31,605.40	75,026.45	\$0.04 - Refund		
	55,929.66	6,553.44	\$0.27 - Over	169,114.95	
	39,305.44	1,869.23	\$1.16 - Refund	41,174.67	
	342,689.49	35,691.32	\$4,855.47 - Refund	378,380.81	
	7,798.51				7,798.51
	27,381.64			27,381.64	
	\$1,767,266.25	\$456,332.05		\$2,201,608.96	\$21,989.34
	\$2,223,598.30			\$2,223,598.30	
	-\$10.00				
	-\$7,008.29	Refund			
	\$1.00	Over			
	\$0.00	Shortage			
	\$0.00				
	\$2,216,581.01				

H. VOLUNTEER APPLICATION - GREG STEWART

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Name: Gregory A. Stewart

Mailing Address: 134 Pudding Ridge Rd.

Township you live in: South Mills

Telephone (home): 852-548-2226 (business): \_\_\_\_\_

Email address: ga.stewart@yahoo.com

Are you a registered voter?  Yes  No

Have you ever been convicted of a felony? Yes  No

Please identify any talent, interest, skill, experience or educational preparation which might be helpful to a board or commission: Business, public relations, government,

\_\_\_\_\_  
\_\_\_\_\_

Boards or Commissions upon which you are interested in serving: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

As a member of a Board or Commission, you will be expected to attend at least 75% of the meetings. Please note the by-laws of some Boards and Commissions limit the number of terms served. This application is a notification of your interest to serve on a Board or Commission to be considered by the Board of Commissioners when a vacancy occurs. Thanks for your interest in Camden County Government.

Signature:  Date: 1/10/2017

I. VOLUNTEER APPLICATION - RICKEY WILSON

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Name: Rickey Wilson  
Mailing Address: 489 Lambs Rd  
Township you live in: Camden  
Telephone (home): 334-1555 (business): 335-5018  
Email address: RSWLSW4@yahoo.com

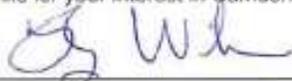
Are you a registered voter? Yes:  No:

Have you ever been convicted of a felony? Yes:  No:

Please identify any talent, interest, skill, experience or educational preparation which might be helpful to a board or commission: 12 year member of ~~ABO~~ Board Education, member Sawyer Creek Church,

Boards or Commissions upon which you are interested in serving: Senior Board (advisory) Board of Adjustment, ABC Board

As a member of a Board or Commission, you will be expected to attend at least 75% of the meetings. Please note the by-laws of some Boards and Commissions limit the number of terms served. This application is a notification of your interest to serve on a Board or Commission to be considered by the Board of Commissioners when a vacancy occurs. Thanks for your interest in Camden County Government.

Signature:  Date: 12-10-16

J. 2017 AUDIT CONTRACTS

LGC-205 (Rev. 2017)

CONTRACT TO AUDIT ACCOUNTS

Of Camden County Tourist Development Authority  
Primary Governmental Unit

Discretely Presented Component Unit (DPCU) if applicable

On this 22nd day of December, 2016

Auditor: Thompson, Price, Scott, Adams & Co., P.A. Auditor Mailing Address: 4024 Chandler Dr., Suite 103

Wilmington, NC 28403 Hereinafter referred to as The Auditor

and Board (Governing Board(s)) of Camden County Tourist Development Authority  
(Primary Government)

and \_\_\_\_\_ : hereinafter referred to as the Governmental Unit(s), agree as follows:  
(Discretely Presented Component Unit)

1. The Auditor shall audit all statements and disclosures required by generally accepted accounting principles (GAAP) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit (s) for the period beginning July 1, 2016, and ending June 30, 2017. The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion will be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types).
2. At a minimum, the Auditor shall conduct his/her audit and render his/her report in accordance with generally accepted auditing standards. The Auditor shall perform the audit in accordance with *Government Auditing Standards* if required by the State Single Audit Implementation Act, as codified in G.S. 159-34. If required by OMB *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards*, (Uniform Guidance) and the State Single Audit Implementation Act, the Auditor shall perform a Single Audit. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit and auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC CPA Board).  
  
County and Multi-County Health Departments: The Office of State Auditor will designate certain programs that have eligibility requirements to be considered major programs in accordance with OMB Uniform Guidance for the State of North Carolina. The LGC will notify the auditor and the County and Multi-Health Department of these programs. A County or a Multi-County Health Department may be selected to audit any of these programs as major.
3. If an entity is determined to be a component of another government as defined by the group audit standards - the entity's auditor will make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.
4. This contract contemplates an unqualified opinion being rendered. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.
5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2011 revisions, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he has met the requirements for a peer review and continuing education as specified in *Government*

Contract to Audit Accounts (cont.)

Camden County Tourist Development Authority

Primary Governmental Unit

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Discretely Presented Component Units (DPCU) if applicable

*Auditing Standards.* The Auditor agrees to provide a copy of their most recent peer review report regardless of the date of the prior peer review report to the Governmental Unit and the Secretary of the LGC prior to the execution of the audit contract (See Item 22). **If the audit firm received a peer review rating other than pass**, the Auditor shall not contract with the Governmental Unit without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to Government Accounting Standards or if financial statements are not prepared in accordance with GAAP and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to the State and Local Government Finance Division (SLGFD) within four months of fiscal year end. Audit report is due on: October 31, 2017. If it becomes necessary to amend this due date or the audit fee, an amended contract along with a written explanation of the delay must be submitted to the secretary of the LGC for approval.
7. It is agreed that generally accepted auditing standards include a review of the Governmental Unit's systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor will make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his findings, together with his recommendations for improvement. That written report must include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.
8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. **Invoices for services rendered under these contracts shall not be paid by the Governmental Unit until the invoice has been approved by the Secretary of the LGC.** (This also includes any progress billings.) [G.S. 159-34 and 115C-447] All invoices for Audit work must be submitted by email in PDF format to the Secretary of the LGC for approval. The invoices must be sent via upload through the current portal address: <http://nctreasurer.slgfd.leapfile.net> Subject line should read "Invoice – [Unit Name]. The PDF invoice marked 'approved' with approval date will be returned by email to the Auditor to present to the Governmental Unit for payment. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.
9. In consideration of the satisfactory performance of the provisions of this contract, the Primary Governmental Unit shall pay to the Auditor, upon approval by the Secretary of the LGC, the fee, which includes any cost the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (Federal and State grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. (Note: Fees listed on signature pages.)
10. If the Governmental Unit has outstanding revenue bonds, the Auditor shall include documentation either in the notes to the audited financial statements or as a separate report submitted to the SLGFD along with the audit report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor should be aware that any other bond compliance statements or additional reports required in the authorizing bond documents need to be submitted to the SLGFD simultaneously with the Governmental Unit's audited financial statements unless otherwise specified in the bond documents.

Discretely Presented Component Units (DPCU) if applicable

11. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the client or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board as soon as practical after the close of the accounting period.
12. If the audit firm is required by the NC CPA Board or the Secretary of the LGC to have a pre-issuance review of their audit work, there must be a statement added to the engagement letter specifying the pre-issuance review including a statement that the Governmental Unit will not be billed for the pre-issuance review. The pre-issuance review must be performed prior to the completed audit being submitted to the LGC. The pre-issuance report must accompany the audit report upon submission to the LGC.
13. The Auditor shall electronically submit the report of audit to the LGC as a text-based PDF file when (or prior to) submitting the invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the SLGFD by any interested parties. Any subsequent revisions to these reports must be sent to the Secretary of the LGC. These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings, by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and other lawful purposes of the Governmental Unit without subsequent consent of the Auditor. If it is determined by the LGC that corrections need to be made to the Governmental Unit's financial statements, they should be provided within three days of notification unless another time frame is agreed to by the LGC.

If the OSA designates certain programs to be audited as major programs, as discussed in item #2, a turnaround document and a representation letter addressed to the OSA shall be submitted to the LGC.

The LGC's process for submitting contracts, audit reports and invoices is subject to change. Auditors should use the submission process in effect at the time of submission. The most current instructions will be found on our website: <https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx>.

14. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be varied or changed to include the increased time and/or compensation as may be agreed upon by the Governing Board and the Auditor.
15. If an approved contract needs to be varied or changed for any reason, the change must be made in writing, on the Amended LGC-205 contract form and pre-audited if the change includes a change in audit fee. This amended contract needs to be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract, and then must be submitted through the audit contract portal to the Secretary of the LGC for approval. The portal address to upload your amended contract is <http://nctreasurer.slgfd.leanfile.net>. No change shall be effective unless approved by the Secretary of the LGC, the Governing Board, and the Auditor.
16. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit should be attached to the contract, and by reference here becomes part of the contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract will control. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item #25 of this contract. Engagement letters containing indemnification clauses will not be approved by the LGC.

Contract to Audit Accounts (cont.) Camden County Tourist Development Authority  
Primary Governmental Unit  
Discretely presented component units if applicable

17. Special provisions should be limited. Please list any special provisions in an attachment.
18. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU must be named along with the parent government on this audit contract. Signatures from the DPCU Board chairman and finance officer also must be included on this contract.
19. The contract must be executed, pre-audited, physically signed by all parties including Governmental Unit and Auditor signatures and submitted in PDF format to the Secretary of the LGC. The current portal address to upload your contractual documents is <http://nctreasurer.slgfd.leapfile.net>. Electronic signatures are not accepted at this time. Included with this contract are instructions to submit contracts and invoices for approval as of November 2016. These instructions are subject to change. Please check the NC Treasurer's web site at <https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx> for the most recent instructions.
20. The contract is not valid until it is approved by the LGC Secretary. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. **The audit should not be started before the contract is approved.**
21. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.
22. **E-Verify.** Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.
23. Contractor hereby certifies that Contractor, and all subcontractors, are not on the Iran Final Divestment List ("List") created by the North Carolina State Treasurer pursuant to N.C.G.S. 147-86.58. Contractor shall not utilize any subcontractor that is identified on the List.
25. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted: (See Item 16 for clarification).

LGC-205 (Rev. 2017)

CONTRACT TO AUDIT ACCOUNTS

Of Camden County  
Primary Governmental Unit

Discretely Presented Component Unit (DPCU) if applicable

On this 16th day of December, 2016,

Auditor: Thompson, Price, Scott, Adams & Co., P.A. Auditor Mailing Address: 4024 Cleander Dr., Suite 103

Wilmington, NC 28403

Hereinafter referred to as The Auditor

and Board of Commissioner (Governing Board(s)) of Camden County  
(Primary Government)

and \_\_\_\_\_ : hereinafter referred to as the Governmental Unit(s), agree as follows:  
(Discretely Presented Component Unit)

1. The Auditor shall audit all statements and disclosures required by generally accepted accounting principles (GAAP) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit (s) for the period beginning July 1, 2016, and ending June 30, 2017. The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion will be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types).
2. At a minimum, the Auditor shall conduct his/her audit and render his/her report in accordance with generally accepted auditing standards. The Auditor shall perform the audit in accordance with *Government Auditing Standards* if required by the State Single Audit Implementation Act, as codified in G.S. 159-34. If required by OMB *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards*, (Uniform Guidance) and the State Single Audit Implementation Act, the Auditor shall perform a Single Audit. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit and auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC CPA Board).  
  
County and Multi-County Health Departments: The Office of State Auditor will designate certain programs that have eligibility requirements to be considered major programs in accordance with OMB Uniform Guidance for the State of North Carolina. The LGC will notify the auditor and the County and Multi-Health Department of these programs. A County or a Multi-County Health Department may be selected to audit any of these programs as major.
3. If an entity is determined to be a component of another government as defined by the group audit standards - the entity's auditor will make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.
4. This contract contemplates an unqualified opinion being rendered. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.
5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2011 revisions, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he has met the requirements for a peer review and continuing education as specified in *Government*

Contract to Audit Accounts (cont.)

Camden County

Primary Governmental Unit

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Discretely Presented Component Units (DPCU) if applicable

*Auditing Standards.* The Auditor agrees to provide a copy of their most recent peer review report regardless of the date of the prior peer review report to the Governmental Unit and the Secretary of the LGC prior to the execution of the audit contract (See Item 22). **If the audit firm received a peer review rating other than pass**, the Auditor shall not contract with the Governmental Unit without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to Government Accounting Standards or if financial statements are not prepared in accordance with GAAP and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to the State and Local Government Finance Division (SLGFD) within four months of fiscal year end. Audit report is due on: October 31, 2017. If it becomes necessary to amend this due date or the audit fee, an amended contract along with a written explanation of the delay must be submitted to the secretary of the LGC for approval.
7. It is agreed that generally accepted auditing standards include a review of the Governmental Unit's systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor will make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his findings, together with his recommendations for improvement. That written report must include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.
8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit until the invoice has been approved by the Secretary of the LGC. (This also includes any progress billings.) [G.S. 159-34 and 115C-447] All invoices for Audit work must be submitted by email in PDF format to the Secretary of the LGC for approval. The invoices must be sent via upload through the current portal address: <http://nctreasurer.slgfd.leapfile.net>. Subject line should read "Invoice – [Unit Name]". The PDF invoice marked 'approved' with approval date will be returned by email to the Auditor to present to the Governmental Unit for payment. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.
9. In consideration of the satisfactory performance of the provisions of this contract, the Primary Governmental Unit shall pay to the Auditor, upon approval by the Secretary of the LGC, the fee, which includes any cost the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (Federal and State grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. (Note: Fees listed on signature pages.)
10. If the Governmental Unit has outstanding revenue bonds, the Auditor shall include documentation either in the notes to the audited financial statements or as a separate report submitted to the SLGFD along with the audit report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor should be aware that any other bond compliance statements or additional reports required in the authorizing bond documents need to be submitted to the SLGFD simultaneously with the Governmental Unit's audited financial statements unless otherwise specified in the bond documents.

Contract to Audit Accounts (cont.) Camden County  
Primary Governmental Unit

Discretely Presented Component Units (DPCU) if applicable

11. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the client or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board as soon as practical after the close of the accounting period.
12. If the audit firm is required by the NC CPA Board or the Secretary of the LGC to have a pre-issuance review of their audit work, there must be a statement added to the engagement letter specifying the pre-issuance review including a statement that the Governmental Unit will not be billed for the pre-issuance review. The pre-issuance review must be performed prior to the completed audit being submitted to the LGC. The pre-issuance report must accompany the audit report upon submission to the LGC.
13. The Auditor shall electronically submit the report of audit to the LGC as a text-based PDF file when (or prior to) submitting the invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the SLGFD by any interested parties. Any subsequent revisions to these reports must be sent to the Secretary of the LGC. These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings, by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and other lawful purposes of the Governmental Unit without subsequent consent of the Auditor. If it is determined by the LGC that corrections need to be made to the Governmental Unit's financial statements, they should be provided within three days of notification unless another time frame is agreed to by the LGC.

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14. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be varied or changed to include the increased time and/or compensation as may be agreed upon by the Governing Board and the Auditor
15. If an approved contract needs to be varied or changed for any reason, the change must be made in writing, on the Amended LGC-205 contract form and pre-audited if the change includes a change in audit fee. This amended contract needs to be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract, and then must be submitted through the audit contract portal to the Secretary of the LGC for approval. The portal address to upload your amended contract is <http://nc-treasurer.slgl.leapfile.net>. No change shall be effective unless approved by the Secretary of the LGC, the Governing Board, and the Auditor.
16. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit should be attached to the contract, and by reference here becomes part of the contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract will control. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item #25 of this contract. Engagement letters containing indemnification clauses will not be approved by the LGC.

Contract to Audit Accounts (cont.)

Camden County

Primary Governmental Unit.

Discretely presented component units if applicable

17. Special provisions should be limited. Please list any special provisions in an attachment.
18. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU must be named along with the parent government on this audit contract. Signatures from the DPCU Board chairman and finance officer also must be included on this contract.
19. The contract must be executed, pre-audited, physically signed by all parties including Governmental Unit and Auditor signatures and submitted in PDF format to the Secretary of the LGC. The current portal address to upload your contractual documents is <http://nctreasurer.slgfd.leapfile.net>. Electronic signatures are not accepted at this time. Included with this contract are instructions to submit contracts and invoices for approval as of November 2016. These instructions are subject to change. Please check the NC Treasurer's web site at <https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx> for the most recent instructions.
20. The contract is not valid until it is approved by the LGC Secretary. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. **The audit should not be started before the contract is approved.**
21. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.
22. **E-Verify.** Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.
23. Contractor hereby certifies that Contractor, and all subcontractors, are not on the Iran Final Divestment List ("List") created by the North Carolina State Treasurer pursuant to N.C.G.S. 147-86.58. Contractor shall not utilize any subcontractor that is identified on the List.
25. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted: (See Item 16 for clarification).

K. BANK SIGNATURE CARD RESOLUTION



CAMDEN OFFICE  
178 Us 158 West, Camden, NC 27921

**BANK RESOLUTION BY GOVERNMENT ENTITY**

**SECRETARY'S CERTIFICATE.** I certify that I am the secretary of COUNTY OF CAMDEN ("Entity"), a government entity in good standing under the laws of North Carolina. The following is an accurate copy of resolutions adopted by the Entity's governing body at a meeting properly called and held on December 9, 2016, at which a quorum was present. Such resolutions have not been amended or revoked, and they do not conflict with any provision of any document by which the Entity is bound:

RESOLVED, that TOWNEBANK ("Bank") is designated a depository of funds for the Entity;

RESOLVED, that any prior resolutions remain in effect except as changed by those adopted today. The Entity ratifies all transactions purportedly done on its behalf with the Bank before these resolutions were delivered to the Bank. Any change(s) to these resolutions will take effect only after the Bank has received written certification of the change(s) and has had reasonable time to act on the change(s);

RESOLVED, that the Entity agrees to be bound by the Bank's Commercial Deposit Account Agreement for each account permitted by these resolutions;

RESOLVED, that the Bank is authorized to honor, pay, and charge the Entity's account(s) for any item purporting to have been signed on behalf of the Entity with a facsimile signature that resembles a specimen the Entity has certified to the Bank, no matter by whom or by what means the actual or purported signature may have been made;

RESOLVED, that the persons named below, whose manual and/or facsimile signatures are provided next to their respective names, are authorized to perform the powers listed based on number(s) following their respective names. The Bank has no duty to inquire into any power before executing it, even if the power benefits the signer individually. The required number of signatures immediately follows the description of that power;

**Powers:**

1. Open and close deposit accounts, sign account agreements, and sign contracts for deposit-related or other services. Signatures required: 1
2. Sign and authorize checks, drafts, withdrawal slips, and any other orders for the payment of money, whether by paper, electronic, or any other means, even if payable to the signer or used to discharge or reduce any obligation of the signer. Signatures required: 1
3. Borrow money by signing promissory notes, checks, drafts, credit agreements, agreements for letters of credit, and any other contracts that obligate the Entity to repay funds. Signatures required: 0
4. Assign, endorse, discount, transfer, mortgage, or pledge any of the Entity's property as collateral for any obligation, direct or indirect, absolute or contingent. Signatures required: 0
5. Lease, have access to, and terminate leases for safe-deposit boxes. Signatures required: 0
6. Give releases, waivers, receipts, and notices of all kinds that relate in any way to any relationship of the Entity with the Bank. Signatures required: 0

RESOLVED, that the secretary of the Entity is directed to certify and deliver a copy of these resolutions to the Bank, the signature cards bearing the genuine signatures of the persons named below, and any other documents that the Bank requires.

**AUTHORIZED PERSONS.** The names and genuine signatures, manual or facsimile, of the authorized persons, and the powers granted to them are as follows:

Name	Title	Powers
STEPHANIE M HUMPHRIES	Finance Officer	1 and 2 - as to account number(s) 000007251284103, 000007251284120
Signature		Facsimile Signature
_____		_____
Name	Title	Powers
SANDRA B JONES	Assistant Finance Officer	1 and 2 - as to account number(s) 000007251284103, 000007251284120
Signature		Facsimile Signature
_____		_____
Name	Title	Powers
CLAYTON D RIGGS		2 - as to account number(s) 000007251284103, 000007251284120
Signature		Facsimile Signature
_____		_____

IN WITNESS WHEREOF, I have signed this certification on the date shown by my signature and have affixed the Entity's seal.

COUNTY OF CAMDEN

BANK RESOLUTION BY GOVERNMENT ENTITY  
COUNTY OF CAMDEN

Page 1 of 2

INITIALS \_\_\_\_\_  
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L. DESIGNATION OF APRIL AS ALBEMARLE SENIOR GAMES PARTICIPATION MONTH

**PROCLAMATION**

***Designation of April as Albemarle Senior Games Participation Month***

**WHEREAS**, mature adults and the entire community look forward to the Albemarle Senior games, an Olympic style event designed to create year-round health promotion and completion for participants that are 50 years of age and better; and

**WHEREAS**, the Albemarle Senior Games, held March 27-May 23 of this year, is sanctioned by North Carolina Senior Games, Inc.; and

**CAMDEN COUNTY BOARD OF COMMISSIONERS**

Regular Meeting – February 20, 2017

**WHEREAS**, the Albemarle Senior Games takes a holistic approach by involving the body, mind and spirit of its athletes and promoting the importance of aging in a healthy manner; and

**WHEREAS**, the regional event, engaging the counties of Camden, Chowan, Currituck, Gates, Hyde, Pasquotank, Perquimans, Tyrrell and Washington with the goal to enhance growth, development and connection to opportunity for all participants and volunteers, was founded 33 years ago, in 1984; and

**WHEREAS**, participants will compete in a total of 48 athletic events and 34 artistic categories; and

**WHEREAS**, our well wishes are extended to all of the competitors.

**NOW THEREFORE**, the Camden County Board of Commissioners hereby proclaims that April be recognized as Senior Games Participation Month in the County of Camden, and promotes participation as well as volunteerism within the Albemarle Senior Games program.

**ADOPTED** this 21<sup>st</sup> day of February, 2017.

**M. USDA FUNDING APPLICATION**

USDA funding terms are more favorable than bank loans. An official resolution will be required once USDA determines Camden's eligibility should we accept the terms.

The initial application is for eligibility only and does not obligate the county to accept the USDA funding offer.

**N. PERSONNEL SALARY ADJUSTMENT**

POSITION CLASSIFICATION ACTION FORM

FISCAL YEAR 2016-2017

DEPARTMENT NUMBER <u>526100</u>	DEPARTMENT NAME <u>Social Services</u>	
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REQUEST FOR ACTION

PRESENT POSITION CLASSIFICATION	PRESENT SALARY	GRADE/STEP	POSITION NUMBER
<u>Administrative Assistant I</u>	<u>41,757.00</u>	<u>62</u>	<u>129-16-001</u>
PROPOSED POSITION CLASSIFICATION	PROPOSED SALARY	GRADE/STEP	PROPOSED EFFECTIVE DATE
<u>Administrative Officer I</u>	<u>43,844.85</u>	<u>66</u>	<u>10/1/2016</u>
ADDITIONAL SALARY REQUIRED	ADDITIONAL FRINGES REQUIRED	TOTAL ADDITIONAL COST	NEW POSITION NUMBER
<u>2,087.85</u>	<u>725.12</u>	<u>2,812.97</u>	<u>Same</u>

RECOMMENDED BY:  <small>Signature (Department Head)</small>	DATE <u>2/2/2017</u>
APPROVED BY:  <small>County Manager</small>	DATE <u>2/3/2017</u>

(Continued)

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**O. SURPLUS - DISMAL SWAMP WELCOME CENTER**

CAMDEN COUNTY BOARD OF COMMISSIONERS  
Regular Meeting – February 20, 2017

Requested by:	Donna Stewart	<b>Item Description</b> This metal fold-up bistro table and chairs was purchased as an Interim item for boaters to sit with tables, etc. This has been replaced with a nice desk and chair. See attached invoice of purchase.
	<input checked="" type="radio"/> Sell <input type="radio"/> Dispose	
Department:	Dikna! Swamp Welcome Center	
Item:	Metal Bistro Table and two chairs - foldable	
Disposal Method:	Purchased by Sarah Hill	
Suggested Value:	\$58.71	
Reason for surplus:	Replaced with a nicer item. Interim Flea market purchase	
<b>Manager Approval</b>		
Disposal Method:	Sell to Employee	
Value:	\$58.71	
Comments:	<i>Recommended Approval:</i> <i>M. D. Billett - Michael Billett</i>	

P. SURPLUS - 2008 DODGE CHARGER

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Requested by:	Sheriff Tony Perry
	<input checked="" type="radio"/> Sell <input type="radio"/> Dispose
Department:	Sheriff's Office
Item:	2008 Dodge Charger
Disposal Method:	GovDeals
Suggested Value:	\$1500.00
Reason for surplus:	Removed from fleet
<b>Manager Approval</b>	
Disposal Method:	GovDeals
Value:	\$1500.00
Comments:	Approve recommendation. <i>M. Perry</i>

**Item Description**  
2008 Dodge Charger, Brown, runs good, interior in good condition, AC cold, FM/AM Single Disc CD, 186,030 miles  
Vin # 2B3KA43H58H134185

Q. RESOLUTION NO. 2017-02-02  
OPPOSING SPECIAL SECONDARY NURSERY AREAS

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**RESOLUTION No. 2017-02-02**  
*Opposing the Designation of Special Secondary Nursery Areas*

**WHEREAS**, a petition for rulemaking to designate Special Secondary Nursery Areas and Reduce Bycatch Mortality has been submitted to the NC Marine Fisheries Commission by the NC Wildlife Federation; and,

**WHEREAS**, the petition seeks to designate all inshore and ocean waters out to three miles as Special Secondary Nursery Areas and define the type of gear and how and when gear may be used during shrimp season; and,

**WHEREAS**, if adopted, the petition would severely limit shrimp trawling, which would have a devastating impact on commercial fishing families by arbitrarily impairing their livelihood and depriving American tables of fresh, healthy catches of North Carolina harvested shrimp; and,

**WHEREAS**, shrimp trawling has been a vibrant and successful part of North Carolina's heritage and culture for all of its history and represents a means by which generations of commercial watermen create jobs, provide for their families, and contribute to the economic wellbeing of North Carolina's coastal communities; and

**WHEREAS**, existing state and federal regulations provide ample provisions for monitoring and regulation of commercial shrimping with serious penalties and sanctions for rule violations, which have proven to be effective in preventing overfishing and waste.

**NOW THEREFORE BE IT RESOLVED** that the Camden County Board of Commissioners hereby opposes the petition for rulemaking to Designate Special Secondary Nursery Areas and Reduce Bycatch Mortality in North Carolina Coastal Fishing Waters as set forth by the NC Wildlife Federation and strongly urges the North Carolina Marine Fisheries Commission to reject it.

**BE IT FURTHER RESOLVED** that the Camden County Board of Commissioners asks all coastal communities to support North Carolina's working watermen by adopting similar resolutions in opposition of this petition for rulemaking that would put North Carolina shrimping in jeopardy.

**ADOPTED** this 20<sup>th</sup> day of February, 2017.

**CAMDEN COUNTY BOARD OF COMMISSIONERS**

Regular Meeting – February 20, 2017

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**R. SET PUBLIC HEARING:  
SPECIAL USE PERMIT FOR PRELIMINARY PLAT MILL RUN - COMMON  
OPEN SPACE MAJOR SUBDIVISION (UDO 2015-06-07)**

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*Harbinger Land & Timber LLC / Assorted Development Corporation has applied for Preliminary Plat approval for Mill Run Common Open Space Subdivision (45 lots) (Article 151.290 of the Camden County Code of Ordinances). Application will be heard by the Planning Board on February 15, 2017 with recommendation to be provided at the public hearing.*

*Rezoning from Basic Residential (R3-2) to Basic Residential (R3-1) approved by Board of Commissioners on June 1, 2015 (Ordinance No. 2015-04-01). Sketch / Yield Plan approved by the Board of Commissioners on September 8, 2015.*

*Set Public Hearing for April 3<sup>rd</sup>, 2017*

**9. COMMISSIONERS' REPORT**

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*Vice Chair Tom White attended the NCACC Legislative Conference in Raleigh.*

**10. COUNTY MANAGER'S REPORT**

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**A. DISCUSSION WITH REGARD TO SOLAR FARMS**

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*Solar Farms Discussion - in light of recent development application activity specific to solar farms in Camden County, there is a concern that the County's adopted UDO standards may not be adequate in addressing all aspects of solar farms land development in the most comprehensive manner.*

*Staff is recommending that an examination of other local government UDO requirements specific to solar farms be undertaken. This analysis could also identify which zoning districts are most practical for future solar farms to be located.*

*Vice Chairman Tom White mentioned that having a public hearing on the matter may be a good idea.*

*Commissioner Randy Krainiak made a motion to hold a Public Hearing on March 20<sup>th</sup>, 2017 to consider a Moratorium on Solar Farms in Camden County*

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Randy Krainiak, Commissioner
<b>AYES:</b>	White, Krainiak, Munro
<b>ABSENT:</b>	Riggs, Meiggs

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

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**RECESS**

*At 7:51 P.M. Vice Chairman Tom White recessed the Commissioners meeting to enter into the South Camden Water and Sewer District Board of Directors meeting.*

**CAMDEN COUNTY BOARD OF COMMISSIONERS**

Regular Meeting – February 20, 2017

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<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>AYES:</b>	White, Krainiak, Munro
<b>ABSENT:</b>	Riggs, Meiggs

**RECONVENE**

*At 7:56 PM Vice Chairman Tom White made a motion to reconvene the Board of Commissioners meeting.*

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Tom White, Commissioner
<b>AYES:</b>	White, Krainiak, Munro
<b>ABSENT:</b>	Riggs, Meiggs

**11. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES**

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(The following informational items are kept on file in the office of the Clerk to the Board for public review)

- A. *Sales & Use Tax Collection Report*
  - B. *Legislative Goals Conference*
  - C. *December 2016 Library Statistics*
  - D. *2016 Audit - Albemarle District Jail*
  - E. *Tar Heels in the Trenches: The Albemarle and the Great War Exhibit Opening*
  - F. *Museum of the ALBEMARLE HISTORY for Lunch*
  - G. *Monthly Report - REGISTER OF Deeds January 2017*
  - H. *Unfunded Mandates and Other Regulatory Impacts on Counties NACO*
  - I. *Disaster Recovery - Notice of Available Fund*
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**12. OTHER MATTERS**

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*None*

**13. ADJOURN**

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*At 7:58 PM Vice Chairman Tom White adjourned the Camden County Board of Commissioners meeting*

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Tom White, Commissioner
<b>AYES:</b>	White, Krainiak, Munro
<b>ABSENT:</b>	Riggs, Meiggs

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*Vice Chairman Tom White  
Camden County Board of Commissioners*

**ATTEST:**

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*Angela L. Wooten*

*Clerk to the Board*