

**CAMDEN COUNTY BOARD OF COMMISSIONERS**

BOC - Regular Meeting – April 03, 2017

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**Camden County Board of Commissioners**

**BOC - Regular Meeting**

**April 3, 2017**

**7:00 PM**

**Historic Courtroom, Courthouse Complex**

**Camden, North Carolina**

**MINUTES**

*The regular meeting of the Camden County Board of Commissioners was held on April 03, 2017 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:*

**WELCOME & CALL TO ORDER**

BOC Members Present:

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Garry Meiggs	Vice Chairman	Present	6:00 PM
Clayton Riggs	Chairman	Present	6:00 PM
Tom White	Commissioner	Present	6:00 PM
Randy Krainiak	Commissioner	Present	6:00 PM
Ross Munro	Commissioner	Late	6:15 PM

Staff Members Present:

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Michael Brillhart	County Manager	Present	6:00 PM
Stephanie Humphries	Finance Officer	Present	6:50 PM
Amy Barnett	Assistant Clerk to the Board	Present	6:00 PM
John Morrison	County Attorney	Present	6:00 PM

Other Staff Members Present:

<b>Attendee Name</b>	<b>Address</b>	<b>Representing</b>	<b>Agenda Section/Purpose</b>
Donna Stewart, DSWC Director	2356 Highway 17 N. South Mills, NC 27976	Dismal Swamp Welcome Center	Presentation 3.C., New Business 6.G.
Danielle Barco, Camden NCCES	117 NC Hwy 343 N. Camden, NC 27921	Camden County 4-H	Presentations 3.D.
Dan Porter, Planning Director	117 NC Hwy 343 N. Camden, NC 27921	Camden County Planning Dept	Old Business 4.A., Public Hearing 5.A.
Lisa Anderson, Tax Administrator	117 NC Hwy 343 N. Camden, NC 27921	Camden County Tax Department	New Business 6.C., D., E.
Christy Edwards, JCPC Coordinator	117 NC Hwy 343 N. Camden, NC 27921	Camden County JCPC	New Business 6.F.

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22 Others Present:

Attendee Name	Representing	Agenda Section/Purpose
Dean Mattix	YMCA	Presentations 3.B.
Mark Bissell, PE	Bissell Professional Group	Public Hearing 5.A.
Battle Betts	Albemarle Regional Health Services	New Business 6.A.
Alex Leary	Friends of the Camden Museum	New Business 6.B.
Brian Forehand	Friends of the Camden Museum	New Business 6.B.

23

24 **CLOSED SESSION**

25 Closed session purpose: discuss location of local business in Camden County, discuss purchase  
26 of real property, and to discuss public employee. Clerk and County Manager to be excused prior  
27 to discussion of public employee, board will confer with attorney.

28

29 Commissioner Ross Munro was absent for the vote to go into closed session. Commissioner  
30 Munro arrived at approximately 6:15 PM during the Closed Session.

31

32 *Motion to go into Closed Session*

33 **RESULT:** PASSED [UNANIMOUS]  
34 **MOVER:** Garry Meiggs, Vice Chairman  
35 **AYES:** Meiggs, Riggs, White, Krainiak  
36 **ABSENT:** Munro

37 *Motion to come out of Closed Session*

38 **RESULT:** PASSED [UNANIMOUS]  
39 **MOVER:** Garry Meiggs, Vice Chairman  
40 **AYES:** Meiggs, Riggs, White, Krainiak, Munro

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42 **OPEN SESSION: RECONVENED BOC AT 7:00 PM**

43

44 **INVOCATION & PLEDGE OF ALLEGIANCE**

45 Commissioner Randy Krainiak

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47 **PUBLIC COMMENTS**

48 NONE.

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51 **CONSIDERATION OF AGENDA**

52 *Motion to Approve Agenda As Presented*

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

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57 **PRESENTATIONS**

58 *Item 3.A. Gwen Wescott - Proclamation of Service Recognition as Camden Seniors Tar Heel*  
59 *Legislature Delegate*

60 Chairman Clayton Riggs read Resolution 2017-04-02, a Resolution of Recognition  
61 recognizing Ms. Gwen Wescott and her 18 years of dedicated service to the County of  
62 Camden as the Senior Tar Heel Legislature Delegate, and then presented Ms. Wescott with a  
63 framed certificate of appreciation. A brief photo op followed.  
64

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65 *Item 3.B. Presentation - Dean Mattix, Dist VP, YMCA South Hampton Roads*

66 Mr. Dean Mattix, the District Vice President of the YMCA in Northeastern NC, made a  
67 presentation regarding the YMCA and the services offered to the community. Mr. Mattix  
68 serves as District VP serving the 3 YMCAs in this region: Currituck, Pasquotank, and the  
69 Outer Banks.  
70

- 71 • YMCA is here to be a catalyst in the community
- 72 • Out of about 2800 households in Camden County, 12.5% are involved in the YMCA
- 73 • National average membership is about 10%
- 74 • The YMCA partners with other organizations
  - 75 ○ Camden County Schools - All Kids Swim program
    - 76 ■ Prevent drownings by teaching kids to swim
      - 77 • CDC says there are 3 ways to prevent water related accidents
        - 78 ○ Fencing around waterways and water features
        - 79 ○ Life jackets
          - 80 ■ Due to so much water in and around this part of
          - 81 NE NC, fencing around all water ways and
          - 82 features is not feasible, nor is placing a life
          - 83 jacket on a child every time they go out to play
          - 84 because there is a water filled ditch nearby
        - 85 ○ Learn to swim
          - 86 ■ This is the #1 way to prevent drowning

87

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- 88                                   ▪ Kindergarteners are given 2 weeks of swim lessons at no cost to
- 89                                   families to teach them:
- 90                                   • To swim
- 91                                   • Water safety basics
- 92                                   • How life jackets work in relation to boat safety through
- 93                                   experiencing a small craft flip so they can see first hand how a
- 94                                   life jacket is going to support them
- 95                                   • Taught to turn and look towards side of pool or towards shore
- 96                                   if swimming in a river or other water feature
- 97                                    ○ Often drowning can be prevented by alleviating the
- 98                                    panic response by looking to see how close you are.
- 99                                    ○ This prevents drowning by showing how close they are
- 100                                   to side of pool or shore so they simply just swim till
- 101                                   they can either reach side of pool or till they can touch
- 102                                   bottom of river / waterway and/or reach shore.
- 103                                    ○ On the High School level, there is a High School Swim Team
- 104                                   • Advocates other methods of prevention
- 105                                    ○ Fencing around water features / pools
- 106                                    ○ Life Jackets
- 107                                   • YMCA Invests in Community by
- 108                                    ○ Offering \$300,000 annually in scholarships for children whose families could
- 109                                    not otherwise afford the services of the YMCA

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110  
111 Item 3.C. Presentation - TDA Update - Donna Stewart

- 112       Donna Stewart, Director of the Dismal Swamp Welcome Center, provided the Board with an
- 113       update regarding the Tourism Development Authority's activities.
- 114
- 115       • With the continued sponsorship of Academi, a hand out map has been re-produced.
  - 116       This is the 2<sup>nd</sup> printing of this map, the first being during calendar year 2014. The
  - 117       map features the main roadways in Camden County as well as blow ups of South
  - 118       Mills and of the Camden core village area. On the reverse of the map is a list of
  - 119       tourist interests / destinations which include historic sites, locations of public
  - 120       services, places to dine, shopping, and so on.
  - 121       • TDA is seeking to place 2 new pedestal signs, one to be located at the Dismal Swamp
  - 122       Canal trail near Culpepper Loche, and also one at the Camden Heritage Museum
  - 123        ○ For the one near Culpepper Loche, there will be loche stones placed as well
  - 124        ○ Signs will have interpretive panels featuring historical information
  - 125        ○ Funds are available in the TDA budget, and TDA is asking for permission to
  - 126        locate these on Camden property.
  - 127       • Paddle for the Border, an annual event, is scheduled for May 6, 2017. This is the 14<sup>th</sup>
  - 128       year this event has taken place.
  - 129

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130 *Motion to approve the request to locate the signage and loche stones on Camden County*  
131 *property*

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

136 *Item 3.D. Presentation - NC Cooperative Extension & 4H Accomplishments*

137 Danielle Barco gave a presentation regarding NC Cooperative Extension 4H and  
138 Accomplishments of the Youth. Ms. Barco shared the accomplishments of the youth, the  
139 volunteers, and Friends of 4H.

- 141 • 2016 Friends of Camden 4H Award - Charles Jones of Boyscout Troop 158 and his  
142 peers spent many hours at Treasure Point 4H camp clearing debris and creating  
143 additional camping space so that other youth organizations may utilize the property as  
144 well.
- 145 • 2016 4H Leadership Award - Ashton Overton ran for and was elected the NC Vice  
146 President of 4H. He took office at the end of July 2016 at the end of the NC 4H  
147 Congress. Ashton is the first district officer from Camden County since 2008.
- 148 • 4H Shooting Sports Club
  - 149 ○ 18 youth competed in August 2016 in the Eastern Regional 4H Shooting  
150 Sports Tournament in Columbia NC
    - 151 ▪ The following won awards:
      - 152 • Bo Smith won Bronze medal in Junior Division
      - 153 • Wyatt Rhodes also won Bronze medal in Junior Division
      - 154 • Bo Smith, Joseph Higgins, Matthew Meads, and Wyatt Rhoads  
155 all qualified for state competition in the Junior Division.
      - 156 • Bladen Harnley won Bronze medal in Senior Division
      - 157 • Sarah Margaret Andrews won 2 Gold medals in Senior  
158 Division
      - 159 • Cody Copeland, Bladen Harnely, and Sarah Andrews qualified  
160 for state competition in the Senior Division
      - 161 • Sarah Margaret Andrews also qualified for the NC 4H Muzzle  
162 Loading Team
        - 163 ○ Will be travelling to Grand Island, NE in late June of  
164 2017 to compete in the National 4H Shooting Sports  
165 Tournament
        - 166 ○ Sarah is the first Camden County 4H'r to achieve this
        - 167 ○ A "Fun Shoot" is planned as a fund raiser to support  
168 Sarah on her trip
          - 169 ▪ Fun Shoot is scheduled for May 6, 2017 from  
170 10AM - 3PM in Newland NC where the  
171 Shooting Sports Club currently practices.  
172 Contact Camden NCCES for more details.

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- Will be held at Chuck Jackson's property down near Lynches Corner in Newland NC
  - Open to public, all ages.
  - Will have Archery, Shotgun, and prizes will be awarded. Also will have Concessions.
  - Looking to raise \$2000 to cover the expenses for Sarah's trip to Nebraska to compete.
- 180
- Recognized Mary Catherine Owens, who started 4H in the 5th Grade and has stayed with the program through graduation of high school and now volunteers with 4H.
- 181
- 182
- 2016 4H'er of the Year - Ashton Overton
- 183
- 2016 4H Club of the Year - Camden County Shooting Sports Club. Mike Copeland and other leaders of the team recognized for their outstanding volunteer work in leading the youth of this club.
- 184
- 185
- 186
- 2016 4H Volunteer of the Year - Mr. Ellie White
- 187
- NE NC Volunteer of the Year - Jennifer Perry, of Old Trap, and Pasquotank County 4H alumni, was awarded the 2016 NE District Volunteer of the Year award at the NC 4H Volunteer Leaders Conference in Raleigh NC this past February (2017). Ms. Perry has been working with the 4H livestock judging team which is run from Camden County and serves the 4 county area.
- 188
- 189
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- 191
- There will be a Livestock Show on April 25 and 26, 2017. Contact the Camden County NCCES for more details.
- 192
- Contributions to support Sarah Margaret Andrews on her trip to Nebraska may be given to the Camden County Cooperative Extension Service. Checks may be made out to Camden County 4H.
- 193
- 194
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### 198 **OLD BUSINESS**

#### 199 Item 4.A. Dan Porter - Update on Solar Farm Moratorium

200 Dan Porter gave a brief update regarding solar farms and the research the Board asked for.

- 201
- Looked into some items from a previous meeting
  - Big issues were hazardous materials, carbon footprint solar farms could pose, natural habitats, forests, etc.
  - Local issues are:
    - Location
    - Visibility
    - Reduction of farm land due to taking land out of farm use
    - Taxes and Jobs Created
    - Connection to the grid
    - Effect on the Comprehensive Plan
    - Decommissioning plan
  - Currently researching how other counties handle solar farms in their ordinances
  - Will develop a comparison between our neighboring counties and also the model template from the state
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- 216           • Will develop a set of recommendations related to location, visibility, and its  
217 relationship with our Comprehensive Plan  
218           • Recommendations will go to the Planning Board on 4-19-17, and then will bring their  
219 recommendations before the Board of Commissioners at a Public Hearing which is  
220 scheduled for May 15, 2017  
221

222           Mr. Porter asked if the Board had any questions of him. The Board had no questions.  
223

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224           **PUBLIC HEARINGS**

225           Item 5.A. Public Hearing - Preliminary Plat Mill Run - Common Open Space Subdivision

226           ***Motion to go into Public Hearing***

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

230           Before any testimony could be given in regards to this Public Hearing, the following  
231 persons were sworn in by the Assistant Clerk to the Board:

- 232           • Dan Porter  
233           • Dave Parks  
234           • Mark Bissell  
235           • Gary Dunstan  
236

237           Dan Porter described this application for Special Use Permit for Mill Run Common Open  
238 Space Subdivision:

- 239           • Property is located at the corner of Sharon Church Road and Keeter Barn Road  
240           • Property was rezoned from R-3-2 to R-3-1 by the Board of Commissioners in  
241 June 2015  
242           • Was subject to a sketch plan and a yield plan for a conservation subdivision which  
243 was approved on September 8, 2015  
244           • Applicant is Harbinger Land & Timber Co, represented by Bissell Professional  
245 Group - Mark Bissell, PE, the engineer for the applicant, who is Gary Dunstan of  
246 Harbinger Land & Timber  
247           • Documents included in the Board Packet are: Land Use Application, Preliminary  
248 Plat, Construction Drawings, Perc Tests from ARHS, Army COE Wetland  
249 Determination, DENR Stormwater Permit SW7170101, DENR E&S Control Plan  
250 No. Camde-2017-001, Approval letter for Drainage Plan, and Technical Review  
251 Committee inputs.  
252

253           Mr. Porter showed a map of the proposed location of this subdivision. The subdivision is  
254 made up of 2 parcels both of which cross Sharon Church Rd.  
255

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256 At this time, Mr. Porter introduced Mr. Mark Bissell.

257

258 Mr. Bissell provided the following information:

- 259 • Sketch Plan was approved about 1.5 years ago by the Board of Commissioners
- 260 • Plan before the Board now is almost exactly the same as the Sketch Plan, very
- 261 little difference.
- 262 • Location is ideal for an open space subdivision in that it provides a higher level of
- 263 design
- 264 • All the lots front interior streets, none front the highway
- 265 • All lots back up to open space
- 266 • Street curvature allows for preservation of a lot of open space
- 267 • Wooded area on other side of Sharon Church Road can become a park area
- 268 • Will include a network of walking trails
- 269 • Consistent with the CAMA Land Use Plan and the 2035 Comprehensive Plan
- 270 • All of the lots have been approved by the Health Department for Septic Systems
- 271 • All of the State permits are in place
- 272 • Have completed the County's stormwater design and review process
- 273 • Army Corps of Engineers has determined there are no wetlands on the property
- 274 • Water Supply Situation with regard to Hydrants
  - 275 ○ State changed application form last year and added 2 new questions
  - 276 ■ "Is the project designed for fire protection?"
  - 277 • Project is designed for fire protection.
  - 278 ■ "Is the water system designed for fire protection?"
  - 279 • Only the water provider can answer 2<sup>nd</sup> question.
  - 280 • There are some areas within the South Mills Water
  - 281 Association's jurisdiction that are not designed for fire
  - 282 protection, so SMWA Board of Directors has declined
  - 283 answering the 2<sup>nd</sup> question in the affirmative on the
  - 284 application.
  - 285

286 Commissioner Riggs asked if Mr. Bissell had spoken with the SMWA in the last 30 days,  
287 due to a current moratorium on new subdivisions due to water supply issues. Mr. Bissell  
288 stated he had and that they had their approval for water well before the moratorium went  
289 into effect.

290

291 Commissioner White asked for clarification regarding the public safety question which  
292 was marked both yes and no as far as endangering public health welfare and safety. Mr.  
293 Bissell stated that the actual answer to the question is that no, the development will not  
294 endanger the public health, welfare, or safety because there are hydrants planned for the  
295 development. The hydrants are flushing hydrants. The actual hydrants are no different  
296 than regular fire hydrants except in name. Due to SMWA declining to answer the 2<sup>nd</sup>  
297 new question in the affirmative, the state will not allow 'fire' hydrants, but will allow  
298 'flushing' hydrants. The Camden Fire Department has approved the plans, and has stated  
299 that the flushing hydrants will provide the same benefits as fire hydrants, both in terms of  
300 protection and in terms of fire insurance ratings for residents.

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301            However, since SMWA won't answer yes on the application, in order to get the approval  
302            from the state for 'fire' hydrants, they had to be called 'flushing' hydrants on the plans. So  
303            the question of public safety has been answered as both yes and no for this reason.  
304

305            Mr. Bissell added the following information:

- 306            • The subdivision plan meets the requirements of the Unified Development  
307            Ordinance
- 308            • Does not exceed public facilities with the exception of the schools - the High  
309            School is over capacity
- 310            • The subdivision is in harmony with the surrounding area
- 311            • Planning Board has recommended approval, so is asking for approval from the  
312            Board of Commissioners as well.

313  
314            At this time, Chairman Clayton Riggs asked if there were any questions from the Board  
315            for Mr. Bissell. Hearing none, Mr. Dan Porter came back to the podium.  
316

317            Mr. Porter stated that the information in the Board Packet relating to this public hearing  
318            needed to be accepted into evidence.  
319

320            Commissioner Tom White made a motion to accept the Staff Report and all supporting  
321            documents as well as copies of the actual plat itself as evidence for this public hearing.  
322            The motion passed with Chairman Clayton Riggs, Vice Chairman Tom White,  
323            Commissioners Garry Meiggs, Randy Krainiak, and Ross Munro voting aye; none voting  
324            no; none absent; and none not voting.  
325

326            County Attorney John Morrison asked Mr. Porter if he concurred with Mr. Bissell's  
327            statements regarding meeting the requirements of the UDO. Mr. Porter stated he would  
328            address that in his report, and then he read through the Staff Report / Findings of Facts as  
329            incorporated herein below:  
330

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**STAFF REPORT**

**UDO 2015-06-07, Special Use Permit  
Preliminary Plat Mill Run - Common Open  
Space Major Subdivision**

**PROJECT INFORMATION**

337  
338            **File Reference:** UDO 2015-06-07  
339            **Project Name:** Mill Run  
340            **PIN(s):** 01-7090-00-07-6888-0000 and 01-7090-00-17-0117-0000  
341            **Applicant:** Harbinger Land & Timber LLC &  
342            Assorted Development Corp - Gary Dunstan  
343            **Address:** PO Box 4  
344            Harbinger, NC 27941  
345            **Phone:** (252) 202-1100  
346            **Email:**  
347





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**FINDINGS REGARDING ADDITIONAL REQUIREMENTS:**

**Endangering the public health and safety? *Yes AND No.*** Staff's opinion is that application does not appear to endanger the public health and safety. *Although the project will not have officially fire rated fire hydrants, the Fire Chief stated he will use flushing hydrants if they have 4 inch connections. Otherwise water can be hauled from nearby natural water sources.*

**Injure the value of adjoining or abutting property? *No.*** Without any evidence to the contrary - staffs opinion is that application does not appear to injure the value of adjoining or abutting property.

**Harmony with the area in which it is located? *Yes.*** 2035 Comprehensive Plan has land designated as Rural Residential and CAMA Land Suitability Maps has land designated as High Suitability. Joyce Landing subdivision adjacent to property.

**EXCEED PUBLIC FACILITIES**

**Schools? *Yes.*** Proposed development will generate 20 students (.44 per household x 45 households). High School over capacity: 2016/2017 capacity: 570 Enrollment: 607.

**Fire and Rescue: *Yes.*** Hydrants will be installed, however according to South Mills Water, they are flushing hydrants which are not considered by name adequate for the required flow of 500 PSI. This will affect insurance premiums for owners as their fire ratings will be a 9 vice a 6 with fire hydrants.

**Law Enforcement: *No.*** Approved.

**PLANNING STAFF RECOMMENDATION:**

**Planning Staff recommends approval of Preliminary Plat for Mill Run Common Open Space Subdivision with the caveat that the developer and future owners understand that the installed hydrants are inadequate public facilities since they cannot be certified as fire rated with the South Mills Fire Department.**

**PLANNING BOARD RECOMMENDATION:**

**At their February 15, 2017 meeting Planning Board recommended approval of the Special Use Permit for Preliminary Plat Mill Run Common Open Space Major Subdivision with the following conditions:**

1. The applicant must strictly abide by all requirements of the Unified Development Ordinance of Camden County, North Carolina, and must also strictly comply with all other local, state, and federal ordinances, laws, rules and regulations as one or more ordinances, laws, rules and regulations may apply to this development.
2. The applicant shall complete the development strictly in accordance with the approved Preliminary Plat and specifications submitted to the Planning Office of Camden County, North Carolina, and contained in the file titled (UDO 2015-06-07).
3. All lots shall be crowned to where the dwelling is located to an elevation at or above the 100 year flood as indicated in the Construction drawings. These elevations shall be verified by a Surveyor or Engineer licensed to do business in North Carolina prior to final inspection for the dwelling.

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- 494 4. Developer shall provide a complete recreational plan for consideration to include the walking track  
495 prior to Final Plat submission for consideration / approval.  
496 5. All recreational improvements shall be constructed at 25% buildout (prior to issuance of the building  
497 permit for the twelfth (12) dwelling).  
498 6. Developer shall provide the County with a bond at 125% of the cost for recreational improvements at  
499 Final Plat.  
500 7. Developer and or Home Owners Association shall provide Camden County certification by a licensed  
501 North Carolina Engineer of compliance with approved Drainage Plan for Mill Run every five years  
502 starting from recording of Final Plat in the Camden County Registry of Deeds.  
503 8. Home Owners Restrictive Covenants shall include the following information:  
504 a. All requirements (to include Maintenance and allowable built upon area) listed under  
505 NCDENR Stormwater Permit No. SW7170101 dated January 17, 2017  
506 b. Maintenance requirements of the outfall ditch leading into Mill Run Ditch  
507 c. The re-certification to the County of the approved drainage plan every five years.  
508 d. Maintenance of all open space and improvements throughout the subdivision.  
509 9. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this  
510 approval in its entirety shall be void and have no effect.  
511 -----  
512

513 **Items to note from the Staff Report:**

- 514 • Approximately 50% of the land is set aside as open space  
515 • Under Recreational Land, Mr. Porter mentioned that the developer has provided a  
516 pedestrian trail around the development with exercise stations at various points.  
517 The Board has the option to accept this as the recreational requirement or to  
518 require the developer to make a payment in lieu of recreational improvements.  
519 Planning Board is recommending accepting the developer's plan on this.  
520 • Under Plans Consistency:  
521 ○ CAMA Land Use Plan - Consistent; the portion of the property to be  
522 subdivided is very high suitability according to the Land Suitability Maps;  
523 the portion of the property that is not high suitability is that which is being  
524 set aside as open space.  
525 ○ 2035 Comprehensive Plan - Property is zoned R-3-1 which is consistent as  
526 the area to be subdivided is designated as rural residential one acre lots,  
527 and since this is a conservation subdivision, the developer is able to  
528 subdivide into smaller lots.  
529 • Under Findings Regarding Additional Requirements  
530 ○ Endangering Public Health & Safety - There are 2 sections in the UDO  
531 regarding this, one says there must be fire hydrants, and the other says that  
532 if it's on a community water system then alternative methods can be used  
533 for fire protection. Flushing hydrants are the alternative method. So,  
534 although the project will not have 'officially rated fire hydrants', the Fire  
535 Chief has stated he can and will use flushing hydrants if they have 4 inch  
536 connections, otherwise water can be hauled from nearby natural water  
537 sources. The water lines in and around the location of the subdivision  
538 flow at a higher rate than the minimum required for fire protection, so  
539 there is adequate flow and pressure.  
540

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541 The only issue is that SMWA won't check the box as 'yes' that the water  
542 system is fire rated because they are looking at the entire water system and  
543 not just the water flow in the immediate area of a development. This is the  
544 reason that the hydrants on the plans are 'flushing' hydrants vice 'fire'  
545 hydrants.  
546

547 County Attorney John Morrison asked Mr. Porter to comment on the statement made by  
548 Mr. Bissell that there are no differences between flushing and fire hydrants.  
549

550 Mr. Porter stated that the flushing hydrants proposed for this development are the same  
551 type of hydrant as fire hydrants. They look the same, have the same connection types and  
552 sizes, and will hook to a fire hose the same way as a fire hydrant. Mr. Porter stated that  
553 there are other types of flushing hydrants which are slender and are commonly known as  
554 pencil hydrants. The hydrants proposed are not pencil hydrants, but rather the larger  
555 standard fire hydrant style of flushing hydrant. Mr. Porter also stated that the flushing  
556 hydrants will need to be black on top to indicate they are flushing hydrants so that the  
557 Fire Department will know they are flushing hydrants and not to connect to it.  
558 Conversely, there is an agreement that if there is a fire, and if there is a hydrant, that the  
559 Fire Department is going to connect to it.  
560

561 Commissioner Tom White asked if having flushing hydrants vice regular hydrants will  
562 have an adverse effect on homeowners insurance. Mr. Porter responded saying that that  
563 is a difficult question to answer as he does not do anything with fire ratings.  
564

565 Commissioner Ross Munro asked if there would be any damage to the water main if the  
566 Fire Department hooks up to a flushing hydrant and starts drawing water out of the  
567 flushing hydrant. Mr. Porter responded saying that the Fire Department would not pump  
568 water out of the hydrant, rather they would let it flow at the rate it is capable of flowing  
569 and they would fill their tanker(s) from the hydrant, and they would pump water out of  
570 the tanker but not out of the hydrant.  
571

572 Commissioner Munro further asked if water would flow at the adequate rate coming out  
573 of a flushing hydrant. Mr. Porter responded that according to the engineer's tests, yes it  
574 would.  
575

576 Commissioner Munro then asked why South Mills Water Association would not certify  
577 their water system so that regular hydrants could be used instead of flushing hydrants.  
578 Mr. Porter responded saying that in order to certify the system the entire system must be  
579 fire rated (20 psi pressure on the lines with 500 gallons of flow per minute). Mr. Porter  
580 added that this has not been an issue in the past, it only came up as a result of a change on  
581 the state application wherein the state asks if the water system is fire rated. Since there  
582 are areas in South Mills where the system does not meet the psi and flow rate for fire  
583 rating, South Mills Water Association will not check the yes box on the application  
584 stating that it is fire rated.  
585

**CAMDEN COUNTY BOARD OF COMMISSIONERS**

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586 South Camden Water & Sewer does it differently, they look at the area being developed  
587 and if the water pressure and flow rate in the area meets or exceeds the requirement for  
588 fire rating they check yes, but South Mills won't do it that way. The state does recognize  
589 that in rural communities not all points in a water system will be fire rated.

590  
591 Commissioner Garry Meiggs asked if the water tower located on US 17 was full at the  
592 time of the testing of the water system. Mr. Porter responded that he did not know. Mr.  
593 Porter added that he has an email from Mr. Raper of the South Mills Water Association  
594 stating that to put fire hydrants, the tests would need to be redone under normal operating  
595 procedures. Chairman Riggs commented that as growth continues, this may be an issue  
596 that South Mill Water will need to address in the near future.

597  
598 Mr. Porter finished going over the staff report as included herein above and read the  
599 recommendations of Staff & Planning Board. Staff & Planning Board recommends  
600 approval with the conditions as stated in the Staff Report.

601  
602 At this time, Chairman Riggs asked if there were any further comments or questions,  
603 hearing none, he called for a motion to come out of public hearing.

604 ***Motion to come out of Public Hearing***

605	<b>RESULT:</b>	PASSED [UNANIMOUS]
606	<b>SECONDER:</b>	Tom White, Commissioner
607	<b>AYES:</b>	Meiggs, Riggs, White, Krainiak, Munro

608 ***Motion to Amend the Agenda as follows:***

- 609
- 610 • ***Add "Preliminary Plat Mill Run - Common Open Space Subdivision" to New Business as Item 6.H.***
  - 611 • ***Add Resolution # 2017-04-02 Resolution of Recognition of Gwen Wescott as New Business Item 6.I. so it can be voted on as resolutions can not be voted on from within the Presentations section of the agenda.***
- 612  
613

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

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618

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**CAMDEN COUNTY BOARD OF COMMISSIONERS**

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619 **NEW BUSINESS**

620 *Item 6.A. Resolution 2017-04-01 Recognition of ARHS 75 Years of Service*

BOARD OF COMMISSIONERS

CLAYTON D. RIGGS  
Chairman

TOM WHITE  
Vice Chairman

GARRY W. MEIGGS  
RANDY KRAINIAK  
ROSS MUNRO



MICHAEL BRILLHART  
County Manager

AMY BARNETT  
Asst Clerk to the Board

JOHN S. MORRISON  
County Attorney

**RESOLUTION NUMBER 2017-04-01**

**RESOLUTION OF RECOGNITION OF 75 YEARS  
OF PUBLIC HEALTH SERVICE**

**WHEREAS**, Albemarle Regional Health Services will celebrate its 75<sup>th</sup> Anniversary of service to citizens of Pasquotank, Perquimans, Camden, Chowan, Currituck, Bertie, and Gates Counties; and

**WHEREAS**, Albemarle Regional Health Services has rendered quality care to the citizens of the Albemarle region of care during its seventy-five years of operation; and

**WHEREAS**, Albemarle Regional Health Services is to be commended for its seventy-five years of outstanding service;

**NOW, THEREFORE BE IT RESOLVED**, by the Camden County Board of Commissioners that Albemarle Regional Health Services be congratulated and offered the Boards' sincerest appreciation for seventy-five successful years of dedicated service to the citizens of the Albemarle region.

621 Adopted this, the 3<sup>rd</sup> day of April, 2017.

\_\_\_\_\_  
Clayton D. Riggs, Chairman  
Camden County Board of Commissioners

ATTEST:

\_\_\_\_\_  
Amy D. Barnett  
Assistant Clerk to the Board

P. O. Box 190 • 117 North 343 • Camden, NC, 27921 • Phone (252) 338-1919 • Fax (252) 333-1603  
[www.camdencountync.gov](http://www.camdencountync.gov)

622

623 Mr. Battle Betts, of the Albemarle Regional Health Services, spoke regarding the 75<sup>th</sup>  
624 Anniversary of the Albemarle Regional Health Services. Mr. Betts also spoke about the  
625 outreach opportunities with the ARHS.

626 ARHS was initially founded in 1942 and has been an outstanding community partner whose  
627 dedicated service to the region is greatly appreciated and recognized by the Camden County  
628 Board of Commissioners.

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629 Mr. Betts thanked the Board of Commissioners for their ongoing support and specifically for  
630 the considerations of this resolution.

631 ***Motion to Approve Resolution 2017-04-01 Recognition of ARHS 75 Years of Service***

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Garry Meiggs, Vice Chairman
<b>AYES:</b>	Meiggs, Riggs, White, Krainiak, Munro

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636

637 ***Item 6.B. Friends of Camden Museum Update - Brian Forehand, Alex Leary***

638

639 Alex Leary made a brief presentation regarding the Friends of the Camden Museum.

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- Mentioned some of the accomplishments made
- Recognized former Commissioner Michael McLain for his efforts helping
- Friends of the Camden Museum has elected a Board of Directors
- Have adopted a set of Bylaws and a conflict of interest policy
- Have created several forms and policies
- Has their own bank account
- Can accept loans of materials and large collections
- Working on several story boards
  - Moses Grandy, World War II to Present, Wade Point Lighthouse, Queen of the Albemarle
- Would like to move replica of Camden County Courthouse to museum
  - Replica currently located in lobby of Historic Courthouse (first floor)
  - Contract / Form for Loan of Replica drawn up and ready to sign if approved
- Has obtained 11 showcases at relatively low cost
- Artifacts on loan, no cost to county
- Museum to preserve history of Camden County
- Anticipate opening sometime between May-July of 2017
- Will have history information of Camden County Jail
- Appreciates Board of Commissioners and all they have done

659 ***Motion to Move Courthouse Replica from downstairs in the Courthouse to the Heritage***  
660 ***Museum***

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

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665



# CAMDEN COUNTY BOARD OF COMMISSIONERS

Regular Meeting – April 03, 2017

709

## Attachment A - Personal Property

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001623	3,885.70	1	ATLANTIC COASTAL CLEARING	CAMDEN	
P	0001709	1,960.50	8	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0000738	904.69	6	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001538	882.79	9	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001046	844.03	9	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000659	835.00	1	RICKY'S WELDING, INC.	SHILOH	864 SANDY HOOK RD
P	0001883	778.89	6	DUNG LE TRAN	SHILOH	255 SAILBOAT ROAD
P	0001072	730.04	9	PAM BUNDY	SHILOH	105 AARON DR
P	0001827	652.02	3	KAREN BUNDY	CAMDEN	431 158 US W
P	0001104	614.60	1	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0002194	538.90	2	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0002185	448.60	1	DIRECT TV, LLC	CAMDEN	
P	0000543	420.48	2	TRACK 1 OF CAMDEN	CAMDEN	
P	0001230	411.11	5	JAMES NYE	SOUTH MILLS	143 158 US W
P	0001694	344.85	5	THOMAS B. THOMAS HEIRS	CAMDEN	101 ROBIN CT W
P	0001681	313.74	5	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0000297	309.81	2	ADAM D. & TRACY J.W. JONES	CAMDEN	150 158 HWY W
P	0001476	306.68	1	MIKE TAYLOR	SHAWBORO	114 GARRINGTON ISLAND
P	0001010	304.99	4	ANA ALICIA MARTINEZ LOPEZ	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001416	303.28	2	GEORGE ROWLAND	SHILOH	116 EDGEWATER DR
P	0000905	291.52	2	KEVIN & STACY ANDERSON	CAMDEN	431 158 US W
P	0001106	280.28	10	JAMI ELIZABETH VANHORN	SHILOH	111 AARON DR
P	0002565	277.38	1	DUANE EDWARD DUNIVAN	SOUTH MILLS	617 MAIN ST
P	0001976	275.54	4	ANA ALICIA MARTINEZ LOPEZ	SOUTH MILLS	115 WAYLAND CT
P	0001703	270.00	1	VAN ZANDER	SHILOH	110 AARON DR
P	0001693	261.90	8	ALLIANCE NISSAN	MOYOCK	812 TULLS CREEK RD
P	0001250	261.54	2	MICHELE LEE TAYLOR-DUKE	CAMDEN	158 HWY W
P	0001853	249.66	3	JOHN FRANCIS HICKS	SOUTH MILLS	108 BINGHAM RD
P	0001952	238.91	5	SANDY BOTTOM MATERIALS, INC	CAMDEN	138 BINGHAM CLUB RD
P	0000248	219.71	10	ROBERT H. OWENS	SOUTH MILLS	319 PONDEROSA RD
					CAMDEN	363 # 15

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Delinquencies Top-30 Unpaid

710  
711

## Attachment A - Real Property

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	03-8943-04-74-3506.0000	16,419.25	3	ELLIOTT & DONNA JACOBS	SHILOH	117 SUNSET AVE
R	01-7989-00-01-1714.0000	10,653.18	3	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8934-01-17-4778.0000	10,563.66	1	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	03-8971-00-12-0477.0000	8,062.31	2	GILBERT WAYNE OVERTON &	SHILOH	287 THOMAS POINT RD
R	02-8944-00-87-7021.0000	7,653.04	1	MARK M. BRIGMAN SR & LISA L.	CAMDEN	175 MCKIMMEY RD
R	03-8953-04-81-9832.0000	6,594.63	5	MADIA S. CECIL HEIRS	SHILOH	113 TROTMAN RD
R	03-8899-00-45-2682.0000	6,243.84	3	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8971-00-23-2253.0000	5,025.80	2	ABODE OF CAMDEN, INC.	SHILOH	187 C THOMAS POINT RD
R	01-7081-00-81-4060.0000	4,991.16	1	CRAYG S. CAREY	SOUTH MILLS	201 SHARON CHURCH RD
R	01-7998-01-08-8621.0000	4,703.21	1	WILLIE L. TURNER ETAL	SOUTH MILLS	1289 343 HWY N
R	02-8935-04-63-0820.0000	4,560.91	1	BELCROSS PROPERTIES, LLC	CAMDEN	197 158 US E
R	03-8973-00-19-2109.0000	4,340.07	2	WANDA ADAMS	SHILOH	765 SANDY HOOK RD
R	01-7998-01-08-6797.0000	4,230.70	2	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	02-8935-02-66-7093.0000	4,108.38	3	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	02-8945-00-41-2060.0000	4,089.49	1	LASELLE ETHERIDGE SR.	CAMDEN	168 BUSHELL RD
R	02-8934-01-18-6001.0000	4,046.28	1	LINDA SUE LAMB HINTON	CAMDEN	150 158 US W
R	01-7979-00-61-7358.0000	3,887.67	1	BERT LLC	SOUTH MILLS	HORSESHOE RD
R	03-8965-00-13-1025.0000	3,832.20	3	SHARON EVANS MUNDEN	SHILOH	556 TROTMAN RD
R	02-8945-00-54-1099.0000	3,547.63	2	GERTIE LEE & JONOLA T ROUNTREE	CAMDEN	263 BELCROSS RD
R	03-8953-03-12-8266.0000	3,493.63	1	R. VERNON BRAY, JR	SHILOH	120 LAUREN LN
R	03-8973-00-22-3033.0000	3,280.35	1	TAYLOR LEIGH PROPERTIES LLC	SHILOH	RICKS WAY
R	02-8944-00-31-2148.0000	3,261.75	3	CARL HARRINGTON	CAMDEN	150 SAND HILLS RD
R	02-8937-00-50-8036.0000	3,236.69	2	CLEVELAND WALSTON LE	CAMDEN	187 HERMAN ARNOLD RD
R	01-7081-00-52-7312.0000	3,205.77	2	WILLIAM K. COLONNA	SOUTH MILLS	256 CULPEPPER RD
R	03-8964-00-40-9957.0000	3,029.92	3	LASALLE SEARS HEIRS	CAMDEN	291 EDGEMONT RD
R	02-8923-00-19-3774.0010	3,024.06	3	WILLIAM CONOVER	CAMDEN	431 158 US W
R	03-8972-00-44-8500.0000	2,897.97	2	ABODE OF CAMDEN INC.	SHILOH	343 HWY S
R	02-8943-01-26-9508.0000	2,890.76	1	FITZHERBERT, ADELL & BARBARA	CAMDEN	108 RIDGE RD
R	02-8916-00-94-8392.0000	2,872.74	1	GEORGE'S OF CAMDEN, INC.	CAMDEN	495 343 HWY N
R	03-8965-00-44-7928.0000	2,783.67	2	WHALON & KATHLEEN MCCULLEN	SHILOH	404 SANDY HOOK RD

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Delinquencies Top-30 Unpaid

712  
713

## Attachment B - Personal Property

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0000738	10	904.69	LESLIE ETHERIDGE JR	CAMDEN	
P	0001046	10	844.03	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	10	730.04	PAM BUNDY	SHILOH	105 AARON DR
P	0001106	10	280.28	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0000248	10	219.71	ROBERT H. OWENS	CAMDEN	363 # 15
P	0001538	9	882.79	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001709	9	120.95	DAVID LUKE	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001693	8	1,960.50	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001673	8	261.90	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0000316	8	177.05	THOMAS PHILIP WINSLOW	CAMDEN	158 HWY W
P	0001827	7	115.56	JAMES P. JONES	CAMDEN	142 SANDHILLS RD
P	0001883	6	652.02	KAREN BUNDY	CAMDEN	431 158 US W
P	0001697	6	778.89	DUNG LE TRAN	SHILOH	255 SAILBOAT ROAD
P	0001722	6	144.00	RANDY BRICKHOUSE	CAMDEN	150 158 HWY W
P	0001230	5	140.55	JANET LEARY	SOUTH MILLS	LINTON ROAD
P	0001694	5	411.11	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001681	5	344.85	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001250	5	313.74	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001952	5	261.54	MICHELE LEE TAYLOR-DUKE	SOUTH MILLS	108 BINGHAM RD
P	0000865	5	238.91	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0000770	5	176.13	DIAN BURNHAM COHENS	SHILOH	133 ALDER BRANCH RD
P	0001740	5	159.00	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
P	0002194	4	107.00	JASON & KEVIN WORDEN	SOUTH MILLS	STILES LANE
P	0001010	4	538.90	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0001976	4	304.99	RAYBURN BURGESS	SHILOH	116 EDGEWATER DR
P	0002058	4	275.54	ANA ALICIA MARTINEZ LOPEZ	SHILOH	110 AARON DR
P	0001104	4	151.40	WILLIAM GILMER BURK	CAMDEN	493 LAMBS RD
P	0000543	3	614.60	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0000905	3	420.48	TRACK 1 OF CAMDEN	CAMDEN	143 158 US W
P		3	291.52	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR

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Delinquencies Top-30 Oldest

714

**CAMDEN COUNTY BOARD OF COMMISSIONERS**

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**Attachment B - Real Property**

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	10,653.18	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8899-00-45-2682.0000	10	6,243.84	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8943-04-93-8214.0000	10	2,451.03	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7988-00-91-0179.0001	10	2,303.62	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8952-00-95-8737.0000	10	2,137.98	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	10	1,968.33	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7999-00-12-8596.0000	10	1,897.48	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	02-8935-01-19-4055.0000	10	1,557.27	ANDERSON CARTWRIGHT SR.	CAMDEN	271 SLEEPY HOLLOW RD
R	01-7989-04-60-1954.0000	10	1,223.39	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	03-8962-00-50-0273.0000	10	969.61	DAISEY WILLIAMS BURNHAM	SHILOH	RAYMONS CREEK RD
R	01-7090-00-60-5052.0000	10	832.10	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	02-8955-00-13-7846.0000	10	669.66	MARIE MERCER	CAMDEN	IVY NECK RD
R	02-8936-00-24-7426.0000	10	633.09	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	01-7998-00-57-2800.1000	10	427.45	TINA RENEE LEARY	SOUTH MILLS	111 LINTON RD
R	01-7090-00-95-5262.0000	10	271.56	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-8980-00-61-1968.0000	10	265.74	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	03-9809-00-45-1097.0000	10	229.30	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	03-8899-00-37-0046.0000	10	179.37	ELIZABETH LONG	SHILOH	HIBISCUS
R	03-9809-00-17-2462.0000	10	160.77	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	01-7989-04-60-1568.0000	9	1,116.09	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	03-8953-04-81-9832.0000	8	6,594.63	MALDIA S. CECIL HEIRS	SHILOH	113 TROTMAN RD
R	02-8945-00-41-2060.0000	8	4,089.49	LASELLE ETHERIDGE SR.	CAMDEN	168 BUSHELL RD
R	01-7080-00-62-1977.0000	8	2,489.37	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-9809-00-24-6322.0000	8	545.38	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	01-7998-01-08-8621.0000	7	4,703.21	WILLIE L. TURNER ETAL	SOUTH MILLS	1289 343 HWY N
R	01-7998-01-08-6797.0000	7	4,230.70	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	03-8964-00-40-9957.0000	7	3,029.92	LASALLE SEARS HEIRS	SHILOH	291 BARTLETT RD
R	03-8980-00-84-0931.0000	7	189.06	CARL TRUSCHER	SHILOH	218 BROAD CREEK RD
R	01-7989-04-90-6715.0000	6	2,526.41	ANDREW FEREBEE HEIRS	SOUTH MILLS	1334 343 HWY N
R	03-8962-00-04-9097.0000	6	1,854.98	CECIL BARNARD HEIRS	SHILOH	NECK RD

03/09/17 10:33:31

Delinquencies Top-30 Oldest

**EFFORTS AT COLLECTION IN THE LAST 30 DAYS**  
**ENDING February 2017**  
**BY TAX ADMINISTRATOR**

- 715
- 716
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- 719
- 720
- 721     5     NUMBER DELINQUENCY NOTICES SENT
- 722     6     FOLLOWUP REQUESTS FOR PAYMENT SENT
- 723     8     NUMBER OF WAGE GARNISHMENTS ISSUED
- 724     8     NUMBER OF BANK GARNISHMENTS ISSUED
- 725     7     NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR
- 726     TO DELIQUENT TAXPAYER
- 727     0     NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)
- 728     0     PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF TAX
- 729     ADMINISTRATOR
- 730     0     NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO COUNTY
- 731     ATTORNEY
- 732     0     NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR
- 733     COLLECTION (I.D. AND STATUS)
- 734     2     REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS
- 735     0     NUMBER OF JUDGEMENTS FILED
- 736
- 737

**CAMDEN COUNTY BOARD OF COMMISSIONERS**

Regular Meeting – April 03, 2017

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738 ***Motion to approve Monthly Tax Report***

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

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744 ***Item 6.D. 2016 Advertisement of Tax Liens on Real Property***

745 Lisa Anderson requested the following date for Advertisement of 2016 Tax Liens on Real  
746 Property: April 24, 2017.

747

748 ***Motion to approve April 24, 2017 for 2016 Advertisement of Tax Liens on Real Property***

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	Garry Meiggs, Vice Chairman
<b>AYES:</b>	Meiggs, Riggs, White, Krainiak, Munro

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754 ***Item 6.E. Set Hearing Dates - 2017 Board of Equalization and Review***

755 Lisa Anderson requested the dates for the 2017 Board of Equalization and Review be set for  
756 May 1, 2017 and June 5, 2017.

757

758 ***Motion to Approve 5-1-17 and 6-5-17 as Hearing Dates for 2017 Board of Equalization***  
759 ***and Review***

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

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**CAMDEN COUNTY BOARD OF COMMISSIONERS**

Regular Meeting – April 03, 2017

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766 Item 6.F. 2017-2018 JCPC Grant - Christy Edwards

767 Christy Edwards, JCPC Coordinator, came before the board to request approval of the FY  
768 17-18 JCPC Grant Application. Ms. Edwards gave a brief presentation:

- 769 • Thanked the Board of Commissioners for their help  
770 • Four Components of the grant  
771     o Teen Court  
772     o Camp BLUE (Building Leaders and Urging Excellence) - Experiential Skill  
773         Building  
774         ▪ Summer Camp - 5 weeks  
775         ▪ For At-Risk kids  
776     o C.R.O.W.N. Kids & B.E.A.R.S. - Interpersonal Skill Building  
777     o Community Service - Restitution / Community Service  
778

779 ***Motion to Approve FY 17-18 JCPC Grant***

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

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785 Item 6.G. Update on Planning Efforts for 350th Anniversary of Albemarle Region Celebration

786 Donna Stewart updated the Board on the planning efforts for the 350<sup>th</sup> Anniversary of the  
787 Albemarle Region celebration which is being planned for 2018.

- 788 • In 1668, 4 precincts were formed out of the County of Albemarle, the first  
789 governmental unit of what would later become Northeastern North Carolina  
790 • Meetings have taken place in preparation for the celebration  
791 • Camden Museum has been invited to participate  
792 • Each county is being encouraged to utilize celebrations they already have in place as  
793 well as creating new ones to celebrate the anniversary  
794 • Seeking to bring the 1663 Charter from Raleigh NC to the Museum of the Albemarle  
795 for a possible 2-3 day event  
796     o School systems will have their own viewing one day, then it will be open to  
797         the public the second day  
798     o Security issues exist for the charter to be able to travel across the state, and the  
799         entire time on display at the Museum of the Albemarle  
800 • Asking for the formation of a committee, seek participation from the school system to  
801 participate (visit the Museum of the Albemarle to view the charter), and funding for  
802 designing a passport similar to the passport that the State Park has where each county  
803 can have a page people can have stamped by the county(ies) visited during the  
804 celebration.  
805

**CAMDEN COUNTY BOARD OF COMMISSIONERS**

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- 806           • Considering a travelling exhibit which could be used throughout the region
- 807           • Each county is being asked to contribute a monetary sum calculated based on
- 808           population and tax data as a proposed cost share for the funding of the celebrations.
- 809           • Camden County is being asked to contribute \$2,200.00 as their share of funding for
- 810           the 2018 Festivities
- 811           • There is still more planning needed, and more meetings will be held
- 812           • Friends of the Museum are asking for permission to create an event and to move
- 813           forward with this effort
- 814

815           ***Motion to Approve Request to Participate, and to Approve Funding of \$2,200.00 and all***  
816           ***other items suggested by Donna Stewart as listed herein above regarding the 350<sup>th</sup>***  
817           ***Anniversary Celebration of the Albemarle Region***

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

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823           ***Item 6.H. Preliminary Plat Mill Run - Common Open Space Subdivision***

824           After having duly held a Public Hearing on this item, Chairman Clayton Riggs asked if there  
825           was any discussion, comments, or questions from the Board on this item. Hearing none, he  
826           entertained a motion.

827           ***Motion to Approve Preliminary Plat Mill Run - Common Open Space Subdivision***

828	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
829	<b>MOVER:</b>	Garry Meiggs, Commissioner
830	<b>AYES:</b>	Meiggs, Riggs, White, Krainiak, Munro

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**CAMDEN COUNTY BOARD OF COMMISSIONERS**

Regular Meeting – April 03, 2017

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833 *Item 6.I. Resolution 2017-04-02 Resolution of Recognition for Gwen Wescott's 18 Years of*  
834 *Volunteer Service to Camden County as Camden Delegate to NC Senior Tar Heel Legislature*

835  
836 Presentation of Certificate of Appreciation and reading of this Resolution took place at the  
837 beginning of the meeting, however in order for the resolution to be official it must be voted  
838 upon in the business section of the meeting, so the agenda was amended to add it to New  
839 Business. No discussion was necessary as it was already presented at the beginning of the  
840 meeting.

841 *Motion to Approve Resolution 2017-04-02 Resolution of Recognition for Gwen Wescott's*  
842 *18 Years of Volunteer Service to Camden County as Camden Delegate to NC Senior Tar*  
843 *Heel Legislature*

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

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848 **BOARD APPOINTMENTS**

849 *Item 7.A. COA Board of Trustees - Re-Appointment of Dr. Roger Lambertson*

850 *Motion to Re-Appoint Dr. Roger Lambertson to COA Board of Trustees*

851	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
852	<b>MOVER:</b>	Garry Meiggs, Commissioner
853	<b>AYES:</b>	Meiggs, Riggs, White, Krainiak, Munro

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855 *Item 7.B. Board of Adjustment - Re-Appointment of Members Listed Below*

856 *Motion to Re-Appoint the following Board of Adjustment members with the specified terms*  
857 *and expirations and to advertise the two vacancies on the Board of Adjustment:*  
858

Name	Term	Old Expiration	New Expiration
Roger Lambertson	3 Years	12/31/2016	12/31/2019
William McPherson	3 Years	12/31/2016	12/31/2019
Don Lee Keaton	3 Years	12/31/2015	12/31/2018
Frank Eason	3 Years	12/31/2015	12/31/2018
Ronald Price	3 Years	12/31/2016	12/31/2019

859	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
860	<b>MOVER:</b>	Garry Meiggs, Commissioner
861	<b>AYES:</b>	Meiggs, Riggs, White, Krainiak, Munro

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**CAMDEN COUNTY BOARD OF COMMISSIONERS**

Regular Meeting – April 03, 2017

863 **CONSENT AGENDA**

864 Vice Chairman Commissioner Tom White made a motion to approve the Consent Agenda as  
865 presented. The motion passed with Chairman Clayton Riggs, Vice Chairman Tom White,  
866 Commissioners Garry Meiggs, Randy Krainiak, and Ross Munro voting aye; none voting no;  
867 none absent; and none not voting.

868 Item 8.A.1. Draft Minutes - 12-5-16 Organizational Meeting

869 Item 8.A.2. Grant Application & Budget Amendment: Soil & Water Department

870 Signed Copy of Grant Application maintained in office of Clerk to the Board. Budget  
871 Amendment is below:

2016-17-BA018  
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, 2017.

Section 1. To amend the Watershed Funds as follows:

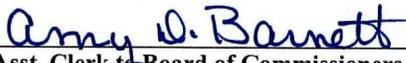
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
	Shiloh Watershed	\$30,500	
	South Mills Watershed	\$ 7,056	
	Joyce Creek Watershed	\$20,000	
<b>Expenses</b>			
	Vegetative Debris Removal	\$30,500	
	Vegetative Debris Removal	\$ 7,056	
	Vegetative Debris Removal	\$20,000	

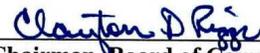
**This Budget Amendment is made appropriate funds for Hurricane Mathew storm debris removal.**

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 April, 2017.**

  
Asst. Clerk to Board of Commissioners  
Amy D. Barnett

  
Chairman, Board of Commissioners  
Clayton D. Riggs

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**CAMDEN COUNTY BOARD OF COMMISSIONERS**

Regular Meeting – April 03, 2017

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873 Item 8.A.3. Budget Amendments

2016-17-BA019

**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, 2017.

**Section 1. To amend the South Camden VFD Funds as follows:**

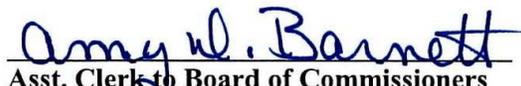
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
	Financing	\$551,000	
	Fund Balance	\$100,000	
<b>Expenses</b>			
	Truck Purchase	\$651,000	

**This Budget Amendment is made appropriate funds for purchasing a Fire Truck.**

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 April, 2017.**

  
Asst. Clerk to Board of Commissioners  
Amy D. Barnett

  
Chairman, Board of Commissioners  
Clayton D. Riggs

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# CAMDEN COUNTY BOARD OF COMMISSIONERS

Regular Meeting – April 03, 2017

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## Item 8.A.4. "Cash" Collection Policy & Procedures and Petty Cash Resolution



### “CASH” RECEIPTS

There are several issues that create the need for policies and procedures associated with “cash” (includes currency, checks, money orders and in some instances credit card transactions, for the purpose of this policy) receipts, some of which are as follows:

- GS 159-32 regarding daily deposit requirements
- Internal controls including safeguarding assets, accuracy and segregation of duties.
- As provided in GS 159-30, the finance officer shall manage investments subject to board restrictions. In order to accomplish this and maximize investment income, timeliness of deposits and recording is a must.

Therefore the following procedures are needed:

1. Control of incoming cash should be established at the earliest possible point, which is normally with the delivery of the mail. To ensure safekeeping, checks to be deposited should be endorsed immediately “For Deposit only to Camden County”.
2. Segregation of duties: Mail should not be opened by the same person who makes deposits or posts payments.
3. As required by NCGS 159-32, all deposits greater than \$250.00 must be made daily.
4. Collections that are less than \$250.00 should be turned into the Finance Department (henceforth referred to as Finance) weekly but no case later than the last business day of the month it was collected in as required by GS 159-32.
5. Departments making their own deposits should turn in duplicate deposit slips accompanied with corresponding report and/or receipts to Finance daily as required by GS 159-32.
6. Departments receipting monies into the system should have the released payment proof report, receipts, accompanying documentation and money turned into Finance no later than 11:00 a.m. daily in order for Finance to get the deposit to the bank by 2:00 p.m. It is required that each cash receivable employee have only 1 batch daily. A new batch should only be opened when the prior day has been closed and remitted to Finance.
7. All unaccountable or questionable checks should be sent directly to Finance for review and proper reporting. **NO CHECKS BELONGING TO CAMDEN COUNTY SHOULD BE HELD FROM DEPOSIT FOR ANY REASON.** If you cannot get information to accurately report the revenue, call Finance for assistance.

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# CAMDEN COUNTY BOARD OF COMMISSIONERS

Regular Meeting – April 03, 2017

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8. The following methods of payment are acceptable to Camden County: currency, personal or business checks, insurance checks, and money orders. Credit cards are accepted by our Payment Processing Vendor only. Personal identification is required on all personal checks. The names and addresses are required on each check. (Ex.-New checking accounts don't have the preprinted names and addresses). If a customer provides a check that is returned for insufficient funds, that person(s) will not be allowed to pay by check for a minimum of one year. ACH transactions are allowed for monthly utility billings as well as Property Tax payments, as a courtesy to our customers through our online vendor. After an ACH has been returned for NSF, the customer will be removed from the service for a minimum of one year.
9. Cash and checks should never be left unattended and should be kept in a secured, locked area inaccessible to customers. If a department has more than one cashier working during the day, efforts should be made to have a separate cash box or drawer maintained for each person. Cash and checks should never be left in just a cash box overnight.
10. Cash shortages and overages \$10.00 or above should be documented at the departmental level to include the employee name, amount, date and reason. The Department Head should sign off on this indicating that he or she has been made aware of the discrepancy and a copy forwarded to the Finance Office. If an employee is deemed to have two shortages or more per 12 month period or large shortage for any period, Article X. Section 2. of the personnel policy will apply except in instances where Article X. Section 5. would apply.
11. Employees of Camden County may not cash personal checks from collections. This constitutes a loan to the employee until the check clears the bank, and there is no statutory authority for this practice.
12. Checks should be accepted for the amount of service only. Do not give change from checks.
13. All departments not issuing computer generated receipts are required to use County issued, pre-numbered, three-part receipts to record all collections. All receipt books are issued by Finance only where numbers and issuance is recorded. Once a book is completed it should be returned to Finance to obtain a new book.
14. Checks that are returned by the bank for insufficient funds go directly to Finance. Finance will keep a copy of the check and send the original to the department that made the collection. It is the department's responsibility to collect the money plus any service charges that may apply and notify Finance upon collection.

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### **Cash/Change Drawers**

1. Cash/Change drawers are subject to surprise cash audits.
2. At any time receipts for collections plus the change drawer amount should equal the total funds in the drawer.

The change and petty cash funds are subject to be counted by the Finance Officer at any time without notification. Petty Cash funds should be controlled and monitored by only one employee at a time and should be counted over to any subsequent employee charged with the management of the funds. Any cash drawers for receiving funds should be controlled by one employee at a time and should be counted over to any subsequent employee charged with the management of the drawer. Multiple drawers may be maintained but only one employee should have access to the drawer at a time. If at any given time the employee must leave the drawer unattended, it should be locked (with the key to remain with the employee and/or supervisor), or counted over to an employee who will be charged with its safe keeping until the cashier returns. Any time the employee charged with the safekeeping of funds changes, the money should be counted into the next employee's possession. This is an imperative cash control measure and should not be ignored in any instance.

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**CASH COLLECTIONS PROCEDURES**

EACH DEPARTMENT IS RESPONSIBLE FOR SEPARATION OF DUTIES BETWEEN THOSE WHO DEPOSIT & POST PAYMENTS AND THE PERSON RESPONSIBLE TO OPEN MAIL.

**Finance Office:**

Revenues received from other departments (Parks & Recreation, Senior Center, Planning, Inspections, Sheriff, Social Services, Elections and Extension) are received and deposited daily. Mail is received and opened by Finance Officer, checks are stamped "For Deposit Only" and deposit is made at end of day by the assistant.

**Register of Deeds:**

As cash or checks are collected a duplicate cash register receipt is generated. Customer gets one and one is kept on file. Checks are stamped with "For Deposit Only" at time of receipt. The transaction, date, etc. is printed on the receipt. Collections are also recorded in a receipt log as well. When receipts amount to \$250 a deposit is made and the duplicate deposit slip is turned in to the Finance Office. A report is turned in to the Finance Office at the end of the month with a breakdown of the revenues. There is a \$100 change fund.

**Sheriff:**

As fees are collected, receipts are hand written and moneys are turned in at the Finance Office weekly or when fund amounts reach \$250 and on the last day of the month. As received, checks are stamped with "For Deposit Only".

**Senior Center:**

When fees are received they are turned in at the Finance Office daily. If cash is paid, a receipt is hand written, if by check, the check is their receipt.

**Parks and Recreation:**

Moneys are received when they do a registration for participation. Receipts are hand written and the funds are turned in at the Finance Office by the end of the day.

**Social Services:**

As funds are received they are receipted by the Department and brought to the Finance Office daily where they are written a receipt by the Finance Office.

**Extension:**

When funds are received (which is seldom) they are receipted by that department and turned in to the Finance Office by the end of the day.

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# CAMDEN COUNTY BOARD OF COMMISSIONERS

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## Library:

As fees are collected they are receipted by the department and funds turned in at the Finance Office weekly or by the end of the end of the day if they exceed \$250. There is a \$25 change fund.

## Planning and Inspections:

As fees are collected they are receipted by that department and funds turned in at the Finance Office by the end of the day.

## Dismal Swamp Visitors Center Gift Shop:

Revenues are receipted by cash register receipt, checks marked "For Deposit Only" and deposits are made in accordance with the "Cash" Receipts Policy. Duplicate deposit receipts are turned in to the Finance Office along with a breakdown report of sales and sales tax collected at the end of the month. There is a \$50 change fund.

## Elections:

When fees are collected, a receipt is written to the customer, and the funds are turned in at the Finance Office by the end of the day.

## Tax Department:

Duplicate deposit slips are turned in to the Finance Office daily. \$300 petty cash fund which is reimbursed as needed. Checks are stamped with "For Deposit Only" as received. A deputy sheriff escort is called to escort Tax Deposits to the bank for safety purposes.

## South Camden Water & Sewer District:

Duplicate deposit slips are turned in to the Finance Office daily. \$100 change fund. Checks are stamped with "For Deposit Only" as received.

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# CAMDEN COUNTY BOARD OF COMMISSIONERS

Regular Meeting – April 03, 2017

## BOARD OF COMMISSIONERS

CLAYTON D. RIGGS  
Chairman

TOM WHITE  
Vice Chairman

GARRY W. MEIGGS  
RANDY KRAINIAK  
ROSS MUNRO



MICHAEL BRILLHART  
County Manager

AMY BARNETT  
Asst Clerk to the Board

JOHN S. MORRISON  
County Attorney

### Resolution Number 2017-04-03

#### A RESOLUTION TO ESTABLISH PETTY CASH FUNDS

**THAT WHEREAS**, with the most recent amendment to NCGS 159-28, the legislature authorized the use of cash as an appropriate means of satisfying the County's obligations, only if the Board adopts a resolution authorizing this use.

**WHEREAS**, finance department has agreed that this improvement would be beneficial to the County for use when purchasing small dollar amounts; and

**WHEREAS**, those procedures are to be set up for expenditures of twenty dollars (\$20) or less (including sales tax);

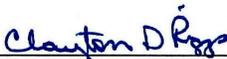
**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners, Camden County, North Carolina in session assembled this 3rd day of April, 2017 as follows:

- Petty cash must only be used when the expenditure is clearly for a public purpose and the funds must have been appropriated.
- Those expenditures where an employee spends \$20 or less can be reimbursed for those funds by the use of petty cash which is located in the Tax Department as part of the change fund.
- Petty cash expenditures cannot be used for purchases that exceed the \$20 limit without the prior approval of the Finance Officer.

This resolution shall be effective April 3, 2017.

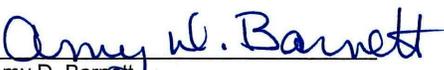
Passed and adopted this 3rd day of April, 2017.

COUNTY OF CAMDEN  
NORTH CAROLINA

  
\_\_\_\_\_  
Clayton D. Riggs, Chairman  
Camden County Board of Commissioners

ATTEST:

(SEAL)

  
\_\_\_\_\_  
Amy D. Barnett  
Assistant Clerk to the Board

P. O. Box 190 ♦ 117 North 343 ♦ Camden, NC, 27921 ♦ Phone (252) 338-1919 ♦ Fax (252) 333-1603

[www.camdencountync.gov](http://www.camdencountync.gov)

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**CAMDEN COUNTY BOARD OF COMMISSIONERS**

Regular Meeting – April 03, 2017

891 Item 8.A.5. Camden Schools - Budget Amendments  
Budget Amendment

Camden County Schools Administrative Unit

Local Current Expense Fund

The Camden County Board of Education at a meeting on the 9<sup>th</sup> day of March, 2017 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2017.

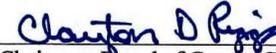
Code Number	Description of Code	Amount	
		Increase	Decrease
5200	Special Instructional Programs	2,000.00	
5800	Program Support Services		32,987.00
6300	Alternative Support Services	4,700.00	
6900	Policy, Ldrshp, & Pub Relations	24,429.00	
8100	Pmts to Other Local Govt Prgms	6,558.00	
<b>Explanation:</b>			
	Total Appropriation in Current Budget	\$	2,385,686.00
	Amount of Increase/Decrease of Above Amendment		+ 4,700.00
	Total Appropriation in Current Amended Budget ....	\$	2,390,386.00

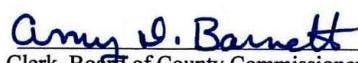
Passed by majority vote of the Board of Education of Camden County on the 9<sup>th</sup> day of March 2017.

  
Chairman, Board of Education

  
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 3<sup>rd</sup> day of April 2017.

  
Chairman, Board of County Commissioners

  
Clerk, Board of County Commissioners

*Asst. Clerk to the Board*

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# CAMDEN COUNTY BOARD OF COMMISSIONERS

Regular Meeting – April 03, 2017

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## BUDGET AMENDMENT March 9, 2017

### 2. Local Current Expense Fund

- A. We have reviewed this program area and find that we must increase this program area to cover expenses of payments to charter schools. We request your approval of the following amendment.

Charter School Funding

8100.036.717 Payment to Charter Schools \$ + 6,558.00

Total – Charter School Funding \$ + 6,558.00

- B. We received funds from a grant for ASIST training and must increase our revenue and budget to reflect these funds. We request your approval of the following amendment.

At Risk Programs

6300.847.311 Contracted Services \$ + 4,700.00

Total – At Risk Programs \$ + 4,700.00

4490.847....01 Revenue – Trillium Grant (ASIST) \$ - 4,700.00

- C. We have reviewed this program area and find that we must increase the budget to cover contracted services. We request your approval of the following amendment.

Exceptional Children

5210.849.311 Contracted Services \$ + 2,000.00

Total – Exceptional Children \$ + 2,000.00

- D. We have reviewed this program area and find that we must transfer funds to other program areas to meet the needs within the Local Current Expense Fund. We request your approval of the following amendment.

School Health

5840.855.146 Salary – Non-Certified Nurse \$ - 32,987.00

Total – School Health \$ - 32,987.00

- E. We have reviewed this program area and find that we must transfer funds within to cover expenses of the budget. We request your approval of the following amendment.

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**CAMDEN COUNTY BOARD OF COMMISSIONERS**

Regular Meeting – April 03, 2017

Budget Amendment

Camden County Schools Administrative Unit

Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 9<sup>th</sup> day of March, 2017 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2017.

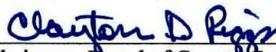
Code Number	Description of Code	Amount	
		Increase	Decrease
6100	Reg. Instructional Support Serv.		32.00
6500	Operational Support Services	32.00	
Explanation:			
Total Appropriation in Current Budget		\$	876,826.27
Amount of Increase/Decrease of Above Amendment			.00
Total Appropriation in Current Amended Budget ....		\$	876,826.27

Passed by majority vote of the Board of Education of Camden County on the 9<sup>th</sup> day of March 2017.

  
 \_\_\_\_\_  
 Chairman, Board of Education

  
 \_\_\_\_\_  
 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 3<sup>rd</sup> day of April 20 17.

  
 \_\_\_\_\_  
 Chairman, Board of County Commissioners

  
 \_\_\_\_\_  
 Clerk, Board of County Commissioners

*Asst. Clerk to the Board*

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**CAMDEN COUNTY BOARD OF COMMISSIONERS**

Regular Meeting – April 03, 2017

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**BUDGET AMENDMENT  
March 9, 2017**

**8. Other Local Current Expense Fund**

A. We have reviewed this area of the budget and find that we must transfer funds to cover expenses within this area of the budget. We request your approval of the following amendment.

Activity Bus

6550.706.171	Salary – Act Bus Driver	\$ +	1,000.00
6550.706.175	Salary – Transportation Personnel	-	<u>1,000.00</u>
Total – Activity Bus		\$ +	.00

B. We have reviewed this program area and find that we must transfer funds to cover expenses within the budget. We request your approval of the following amendment

Maintenance of Plant

6580.802.361...50	Membership Dues & Fees	\$ +	70.00
6580.802.391...50	Storm Water Fees	-	<u>70.00</u>
Total – Maintenance of Plant		\$ +	.00

C. We have reviewed this area of the budget and find that we must transfer funds to cover planning period stipends while a staff member is out on leave. We request your approval of the following amendment.

Classroom Teacher

5110.841.195	Salary – Planning Period Stipend	\$ +	3,000.00
5110.841.221	Emp Retirement Costs	+	200.00
5110.841.231	Emp Hosp Ins Costs	+	300.00
5120.841.121	Salary – Teahcer	-	<u>3,500.00</u>
Total – Classroom Teacher		\$ +	.00

D. We have reviewed this area of the budget and find that we must transfer funds to cover expenses within this program area. We request your approval of the following amendment.

Computer Tech

6110.905.418	Comp Software & Supplies	\$ -	32.00
6400.905.422	Repair Parts & Materials	+	41.00
6400.905.462	Pur of Non-Cap Comp Hdwe	-	41.00
6510.905.341	Telephone for Telecomm - Lines	+	<u>32.00</u>
Total – Computer Tech		\$ +	.00

900  
901

BUDGET AMENDMENT  
Other Local Current Expense Fund  
March 9, 2017, Page 2

Passed by majority vote of the Board of  
Education of Camden County on the 9<sup>th</sup>  
day of March, 2017.

  
\_\_\_\_\_  
Chairman, Board of Education

  
\_\_\_\_\_  
Secretary, Board of Education

902



**CAMDEN COUNTY BOARD OF COMMISSIONERS**

Regular Meeting – April 03, 2017

907 Item 8.A.7. DMV Monthly Report - May Renewals Due 6/15/17

**STATE OF NORTH CAROLINA**

**COUNTY OF CAMDEN**

**TO:** The Tax Administrator of Camden County May Ren. Due 6/15/17

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>SOUTH MILLS</b>	<b>COURTHOUSE</b>	<b>SHILOH</b>	<b>TOTAL</b>
18,824.86	18,140.94	10,832.76	47,798.56

Witness my hand and official seal this 3<sup>rd</sup> day of April, 2017

Clayton D. Rogers  
Chairman, Camden County Board of Commissioners

Attest:

Amy W. Barnett  
Clerk to the Board of Commissioners of Camden County  
Asst. Clerk to the Board

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

Apa S Anderson  
Tax Administrator of Camden County

908  
909

CAMDEN COUNTY BOARD OF COMMISSIONERS

Regular Meeting – April 03, 2017

910 *Item 8.A.8. Refunds Over \$100.00 - VTS*

REFUNDS OVER \$100.00

North Carolina Vehicle Tax System

NCVTS Pending Refund report

REFUNDS OVER \$100.00 FEB 17

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
ADROIT UTILITIES INC	ADROIT UTILITIES INC		117 BYRON ST	CHESAPEAKE, VA 23320	Proration	0023381163	DA47632	AUTHORIZED	62561955	Refund Generated due to proration on Bill #0023381163-2016-2016-0000-00	Tag Surrender	02/16/2017	2/17/2017 9:38:22 AM	1843	Tax	(\$3.53)	\$0.00	(\$3.53)
BRILEY, SUSAN DUDLEY	BRILEY, SUSAN DUDLEY		120 SLEEPY HOLLOW RD	CAMDEN, NC 27921	Proration	0034427486	EBT9637	AUTHORIZED	62561930	Refund Generated due to proration on Bill #0034427486-2016-2016-0000-00	Tag Surrender	02/16/2017	2/17/2017 9:38:22 AM	1843	Tax	(\$191.96)	\$0.00	(\$191.96)
BURGESS, BEN FORBES JR	BURGESS, SARA SMITHSON		181 WICKHAM RD	SHILOH, NC 27974	Proration	0034424624	CJ15438	AUTHORIZED	62561922	Refund Generated due to proration on Bill #0034424624-2016-2016-0000-00	Tag Surrender	02/16/2017	2/17/2017 9:38:22 AM	1843	Tax	(\$188.82)	\$0.00	(\$188.82)
MARTIN, KRISTAL DIANE	MARTIN, KRISTAL DIANE		112 CAROLINA RD	SOUTH MILLS, NC 27976	Proration	0034427172	EDT7854	AUTHORIZED	62815484	Refund Generated due to proration on Bill #0034427172-2016-2016-0000-00	Tag Surrender	02/22/2017	2/24/2017 9:57:33 AM	1843	Tax	(\$167.74)	\$0.00	(\$167.74)
TEMPLE, NICHOLAS JOHN	TEMPLE, NICHOLAS JOHN		134 NC HIGHWAY 34 N	CAMDEN, NC 27921	Proration	0030660980	FB6760	AUTHORIZED	62561902	Refund Generated due to proration on Bill #0030660980-2016-2016-0000-00	Vehicle Sold	02/16/2017	2/17/2017 9:38:22 AM	1843	Tax	(\$102.78)	\$0.00	(\$102.78)

Submitted by Lisa S. Anderson Date 3-2-17

Lisa S. Anderson, Tax Administrator Camden County

Approved by Clayton D. Riggs Date 4-3-17

Clayton D. Riggs, Chairman Camden County Board of Commissioners

**CAMDEN COUNTY BOARD OF COMMISSIONERS**

Regular Meeting – April 03, 2017

912 Item 8.A.9. Refunds Over \$100.00

ACS Tax System 3/15/17 7:34:40		REFUNDS OVER \$100.00	CAMDEN COUNTY	Page 1
		Refunds to be Issued by Finance Office		
Refunds\$	Remit To:	Reference:	Drawer/Transaction Info:	
1,708.96	FRANK T WILLIAMS FARMS P.O. BOX 7100 VIRGINIA BEACH VA 23457	2016 R 03-8974-00-13-2193.0000 value correction	20170313 99	232317
250.63	REFUND DEPARTMENT-CORELOGIC P.O. BOX 961250 FORT WORTH TX 76161	2016 R 01-7999-00-02-9094.0000 SEAN EPLEY 2016 TAXES	20170202 1	231978
1,959.59	Total Refunds			***

Submitted by Lisa S. Anderson Date 3-15-17  
Lisa S. Anderson, Tax Administrator Camden County

Approved by Clayton D. Riggs Date 4-3-17  
Clayton D. Riggs, Chairman Camden County Board of Commissioners

913

914 Item 8.A.10. Set Public Hearing for Ordinance 2017-04-01 Rezoning Application Estate of  
915 Robert L. Whaley Jr.  
916

917 Item 8.A.11. Set Public Meeting; Sketch Plan - the Fairfax Major Subdivision - A+B Builders  
918 Inc.  
919

920 Item 8.A.12. Volunteer Forms  
921 George Tarkington - Volunteering for Sawyer's Creek Watershed Advisory Committee  
922

**COMMISSIONERS' REPORT**

923

924

925 Commissioner Clayton Riggs reported the following:

926 • Commissioner Tom White and Commissioner Clayton Riggs attended the Eastern  
927 Regional State of the State on Thursday, March 30, 2017. It was very informative  
928 relating to economic issues.  
929

930 Commissioner Krainiak asked regarding the status of the surveys seeking public input on the  
931 budget, and on broadband.

932 • Finance Officer Stephanie Humphries informed the board that the surveys are available  
933 online.

934 • Commissioner Krainiak asked if notices could be placed in public locations informing the  
935 public that the surveys are available and how to get to them.

936 • Chairman Riggs directed staff to pursue getting the word out about these surveys in the  
937 following ways:

- 938 ○ On the Website
- 939 ○ On the Cable Access Channel
- 940 ○ Posted Flyers at the Tax, Water, Planning Office, and at the Public Library
- 941 ○ Any other locations where flyers can be distributed
- 942 ○ Possibly Advertising in the Newspaper depending on cost

943

**CAMDEN COUNTY BOARD OF COMMISSIONERS**

Regular Meeting – April 03, 2017

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944 **COUNTY MANAGER'S REPORT**

945

946 County Manager Michael Brillhart reported the following:

- 947 • Reminded the Board of the Budget and Finance Workshop, followed by the CIP
- 948 Workshop scheduled to begin at 1:00 PM at the Camden County Library Community
- 949 Room.

950

951 **RECESS TO SOUTH CAMDEN WATER & SEWER DISTRICT BOARD OF**  
952 **DIRECTORS MEETING**

953

954 Chairman Clayton Riggs Recessed the Board of Commissioners Meeting to go into the South  
955 Camden Water & Sewer District Board of Directors Meeting at 8:46 PM.

956 **RECONVENE COMMISSIONERS' MEETING**

957

958 Chairman Clayton Riggs Reconvened the Board of Commissioners Meeting at 8:48 PM.

959 **INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES**

- 960 A. ARPO Transportation Update
- 961 B. Register of Deeds Monthly Deposit Report - Feb 2017
- 962 C. EMS Board Meeting Minutes and Monthly Report Feb 2017
- 963 D. 16-17 Sales & Use Tax Collection Report
- 964 E. JCPC Meeting Minutes January 6 2017
- 965 F. Albemarle Hopeline Brochures - English and Spanish

966 **OTHER MATTERS**

967

968 None.

969 **ADJOURN**

970 The meeting was adjourned at 8:49 PM

971

972

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*Chairman Clayton Riggs*

973

*Camden County Board of Commissioners*

974

975 *ATTEST:*

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979 *Amy Barnett*

980 *Assistant Clerk to the Board*