

Camden County Board of Commissioners

May 7, 2018

Regular Meeting – 7:00 PM

Historic Courtroom, Courthouse Complex

Camden, North Carolina

MINUTES

The regular meeting of the Camden County Board of Commissioners was held on May 7, 2018 in the Historic Courtroom, Camden, North Carolina.

CALL TO ORDER

The meeting was called to order by Vice Chairman Tom White at 6:00 PM. Also Present: Commissioners Garry Meiggs, Randy Krainiak and Ross Munro. Chairman Clayton Riggs was absent due to work obligations.

Staff Present for 6:00 PM Closed Session: Manager Ken Bowman, County Attorney John Morrison, Clerk to the Board Karen Davis.

Motion to go into closed session to confer with counsel in regard to potential litigation.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	White, Krainiak, Meiggs, Munro
ABSENT:	Riggs

Motion to come out of closed session.

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

WELCOME

Vice Chairman White reconvened the regular meeting of the Board of Commissioners at 7:05 PM. Additional Staff Present for Regular Meeting: Finance Officer Stephanie Humphries, Planning Director Dan Porter, Permit Officer Dave Parks, Public Works Director David Credle, Tax Administrator Lisa Anderson, Sheriff Rodney Meads, Cooperative Extension Director Cameron Lowe, Extension Agent Ali Huber.

Invocation and Pledge of Allegiance

Pastor Joe Brock gave the invocation and led in the Pledge of Allegiance.

ITEM 1. PUBLIC COMMENTS

None.

ITEM 2. CONFLICT OF INTEREST DISCLOSURE STATEMENT

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

Commissioner Krainiak stated that he may have a conflict of interest concerning the scheduled Public Hearing included on the meeting agenda. Attorney Morrison advised that Commissioner Krainiak request to be recused at the time of the public hearing.

ITEM 3. CONSIDERATION OF AGENDA

Motion to approve the agenda as presented.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	White, Krainiak, Meiggs, Munro
ABSENT:	Riggs

ITEM 4. PRESENTATIONS

1. Sheriff Rodney Meads presented retired Sheriff Tony Perry the Order of the Long Leaf Pine Award from the Office of Governor Roy Cooper.
2. 4-H Agent Ali Huber recognized Camden’s participants in the 2018 4-H Livestock Show and Sale.

South Camden Water & Sewer District Board of Directors

Vice Chairman Tom White recessed the meeting of the Board of Commissioners and opened the South Camden Water & Sewer District Board of Directors meeting.

Agenda
Camden County Board of Commissioners
SCWSD - Regular Meeting
May 07, 2018
7:00 PM
Historic Courtroom, Courthouse Complex

- 1. **CALL TO ORDER**
- ITEM 2. **PRESENTATIONS** (For discussion and possible action)
- ITEM 3. **PUBLIC COMMENTS**
It is requested that comments be limited to (2-3) minutes. The length and number of comments may be limited upon the Chairman’s discretion due to scheduling and other issues.
- ITEM 4. **CONSIDERATION OF THE AGENDA**
- ITEM 5. **OLD BUSINESS** (For discussion and possible action)
- ITEM 6. **NEW BUSINESS** (For discussion and possible action)
 - A. Monthly Update
 - B. Resolution - Wastewater Treatment Plant
- ITEM 7. **CONSENT AGENDA**
- ITEM 8. **INFORMATION**
- ITEM 9. **OTHER**
- ITEM 10. **ADJOURN**

Public Comments

None.

Motion to approve the agenda as present.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	White, Krainiak, Meiggs, Munro
ABSENT:	Riggs

New Business

A. Monthly Report – Public Works Director David Credle presented the monthly report.

*South Camden Water & Sewer Board
 Monthly Work Order Statistics Report
 Period: March 2018*

	<i>Submitted Work Orders</i>	<i>Completed Work Orders</i>	<i>Percentage Completed</i>	<i>Status of Uncompleted Work Orders</i>
<i>Water/Distribution</i>	<i>71</i>	<i>71</i>	<i>100%</i>	<i>0</i>
<i>Sewer/Collection</i>	<i>1</i>	<i>1</i>	<i>100%</i>	<i>0</i>

Locates:

Water Line: 86

Sewer Line: 42

Water & Sewer, same ticket: 4

Fire Hydrants flow tested this month: 12

Public Works Director Notes/Comments: Ten work orders have been checked for accuracy.

Gallons of water treated in March at the Water Plant: 8,955,470

Daily average gallons of water usage for March: 288,886

Current treatment capacity at R/O WTP: 720,000 gallons per day.

Motion to approve the monthly reported.

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

B. Resolution – Wastewater Treatment Plant



RESOLUTION 2018-05-01

**AUTHORIZING THE EXECUTION AND DELIVERY OF AN
INSTALLMENT FINANCING AGREEMENT, A DEED OF TRUST AND
RELATED DOCUMENTS IN CONNECTION WITH THE FINANCING
OF A NEW WASTEWATER TREATMENT PLANT FOR THE SOUTH
CAMDEN WATER AND SEWER DISTRICT**

BE IT RESOLVED by the Board of Commissioners (the "Board") for the County of Camden, North Carolina, in its capacity as the governing body of the South Camden Water and Sewer District (the "District") as follows:

Section 1. The Board does hereby find and determine as follows:

- (a) There exists in the District a need to finance the cost of acquiring, constructing and equipping a new wastewater treatment plant (the "Project").
- (b) After a public hearing and due consideration, the Board has determined that the most efficient manner of financing the Project will be through entering into an Installment Financing Agreement, to be dated as of the date of delivery thereof (the "Agreement"), with Sterling National Bank (the "Lender") pursuant Section 160A-20 of the General Statutes of North Carolina, as amended. Pursuant to the Agreement, the Lender will advance moneys to the District in an amount sufficient to pay the costs of the Project and certain financing costs relating thereto, and the District will repay the advancement in installments, with interest (the "Installment Payments").
- (c) In order to secure its obligations under the Agreement, the District will execute and deliver a Deed of Trust, to be dated as of the date of delivery thereof (the "Deed of Trust"), granting a lien on all or a portion of the site of the Project, together with all improvements and fixtures located or to be located thereon.
- (d) There has been presented to the Board at this meeting drafts of the Agreement and the Deed of Trust.

Section 2. In order to provide for the financing of the Project, the District is hereby authorized to enter into the Agreement and receive an advancement pursuant thereto in a principal amount not to exceed \$2,800,000. The District shall repay the advancement in installments due in the amounts and at the times set forth in the Agreement. The payments of the installment payments shall be designated as principal and interest as provided in the Agreement. The interest rate payable under the Agreement shall not exceed 3.87% per annum and the final maturity shall not exceed May 1, 2038.

Section 3. The Board hereby approves the Agreement and the Deed of Trust in substantially the forms presented at this meeting. The Chairman of the Board and the Finance Officer of the District are each hereby authorized to execute and deliver on behalf of the District said documents in substantially the forms presented at this meeting, containing such insertions, deletions and filling in of blanks as the person executing such documents shall approve, such execution to be conclusive evidence of approval by the Board of any such changes. The Clerk to the Board or any Deputy or Assistant Clerk to the Board is hereby authorized and directed to affix the official seals of the District and the County, as necessary, to said documents and to attest the same.

Section 4. No deficiency judgment may be rendered against the District in any action for breach of any contractual obligation authorized pursuant to this resolution and the taxing power of the District is not and may not be pledged directly or indirectly to secure any moneys due under any contract herein authorized.

Section 5. The Chairman of the Board, the Finance Officer and the Clerk to the Board, and any other officers, agents and employees of the District, are hereby authorized and directed to execute and deliver such closing certificates, opinions and other items of evidence as shall be deemed necessary to consummate the transactions described above.

Section 6. The District hereby represents that it reasonably expects that it, all subordinate entities thereof and all issuers issuing obligations on behalf of the District will not issue in the aggregate more than \$10,000,000 of tax-exempt obligations (not counting certain current refunding obligations and private-activity bonds except for qualified 501(c)(3) bonds, as defined in the Internal Revenue Code of 1986, as amended (the "Code")) during calendar year 2018. In addition, the District hereby designates each of the installment payments under the Agreement as a "qualified tax-exempt obligation" for the purposes of the Code.

Section 7. This resolution shall take effect immediately upon its passage.

Adopted this the 7th day of May, 2018.

Tom White, Vice Chairman
Camden County Board of Commissioners

ATTEST:

Karen M. Davis, Clerk to the Board

Motion to adopt Resolution authorizing the execution and delivery of an installment financing agreement, a deed of trust and related documents in connection with the financing of a new wastewater treatment plant for the South Camden Water & Sewer District.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	White, Krainiak, Meiggs, Munro
ABSENT:	Riggs

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

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

Vice Chairman White reconvened the meeting of the Camden County Board of Commissioners.

ITEM 5. CONSIDERATION OF AGENDA

A. Public Hearing – Special Use Permit (UDO 2017-02-28) Fairfax Major Subdivision

Motion to open public hearing for Special Use Permit (UDO 2017-02-28) Fairfax Major Subdivision.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	White, Krainiak, Meiggs, Munro
ABSENT:	Riggs

Commissioner Krainiak requested to be recused as he owns adjoining property to the proposed subdivision. Attorney Morrison explained that due to the following Commissioner Krainiak may request the recusal:

- The value of his property could be affected.
- Commissioner Krainiak could be considered a grievant in any subsequent litigation on the matter.
- Commissioner Krainiak could have a fixed opinion on the matter that is not likely to change upon hearing testimony.

Motion to recuse Commissioner Krainiak from the public hearing and any subsequent deliberation or voting for the reason that he has adjoining property and attended a Planning Board meeting on the matter.

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

Commissioner Krainiak was excused from the dais and did not participate in the public hearing.

All witnesses participating in the public hearing were sworn in by the clerk.

County Permit Officer Dave Parks introduced Mr. Sean Robey of Eastern Carolina Engineering to discuss the project.

Mr. Sean Robey, on behalf of his client Adam Maurice, requested that the public hearing be continued to the following month. The request is due to an unsettled negotiation taking place between two of the property owners involved in the project.

Tommy Harrison of 181 NC Hwy 343 South came forward to speak. Mr. Harrison questioned Mr. Robey as to the specific nature of the reason for the continuance request.

Mr. Robey explained that he was informed by Mr. Maurice that an acceptable offer had not been reached between Mr. Maurice and Mr. Harrison for a buffer strip that was created along the rear of two of the proposed lots, which is on the side of Mr. Harrison's property. The buffer strip was requested out of the Planning Board meeting, but an agreement has not yet been reached on the conveyance of said property.

Mr. Harrison explained to the Board that he has submitted two offers to purchase since the Planning Board meeting and it was his understanding that a verbal agreement had been reached. Mr. Harrison added that he did not receive a response from Mr. Maurice in regard to the offers to purchase.

Attorney Morrison questioned Mr. Harrison as to any reason he may be opposed to a continuance. Mr. Harrison stated that he is not opposed to a continuance and that he is available to attend the hearing on June 4, 2018 should it be continued.

Motion to grant the continuance and recess the public hearing until June 4, 2018.

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

Commissioner Krainiak returned to the dais upon recess of the public hearing.

ITEM 6. NEW BUSINESS

A. Tax Report – Lisa Anderson presented the monthly tax report for March 2018.

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>
2017	227,570.55	6,022.94
2016	54,548.36	3,281.96
2015	20,669.29	1,370.11
2014	16,941.71	1,441.71
2013	11,463.17	5,466.51
2012	8,238.20	8,293.17
2011	5,639.36	6,729.79
2010	4,244.84	5,012.61
2009	3,978.27	4,678.37
2008	3,795.46	5,119.00

TOTAL REAL PROPERTY TAX UNCOLLECTED	357,089.21
TOTAL PERSONAL PROPERTY UNCOLLECTED	47,416.17
TEN YEAR PERCENTAGE COLLECTION RATE	99.42%
COLLECTION FOR 2018 vs. 2017	93,080.55 vs. 101,328.60

LAST 3 YEARS PERCENTAGE COLLECTION RATE

2017	96.68%
2016	99.14%
2015	99.67%

EFFORTS AT COLLECTION IN THE LAST 30 DAYS

**ENDING March 2018
BY TAX ADMINISTRATOR**

<u>584</u>	NUMBER DELINQUENCY NOTICES SENT
<u>38</u>	FOLLOWUP REQUESTS FOR PAYMENT SENT
<u>3</u>	NUMBER OF WAGE GARNISHMENTS ISSUED
<u>12</u>	NUMBER OF BANK GARNISHMENTS ISSUED
<u>10</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>1</u>	REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS
<u>1</u>	NUMBER OF JUDGMENTS FILED

Thirty Largest Unpaid Accounts – Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	02-8934-01-17-4778.0000	11,330.23	1	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	01-7989-00-01-1714.0000	8,748.30	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8934-01-18-6001.0000	6,110.48	1	LINDA SUE LAMB HINTON	CAMDEN	150 158 US W
R	03-8899-00-45-2682.0000	4,945.29	10	SEAMARK INC.	SHILOH	HOLLY RD
R	02-8944-00-75-7172.0000	4,695.33	1	KIM SAWYER	CAMDEN	110 MILL DAM RD N
R	02-8937-00-50-8036.0000	4,530.96	1	CLEVELAND WALSTON LE	CAMDEN	187 HERMAN ARNOLD RD
R	01-7989-04-51-8805.0000	4,279.48	1	NASRI MOHAMMAD	SOUTH MILLS	202 MAIN ST
R	03-8963-00-40-4522.0000	4,226.60	1	A. GREGORY BUCKLEY	SHILOH	343 HWY S
R	01-7998-01-08-6797.0000	3,928.32	1	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	02-8935-04-63-0820.0000	3,903.43	1	BELCROSS PROPERTIES, LLC	CAMDEN	197 158 US E
R	03-8961-00-68-3593.0000	3,624.69	2	SECRETARY OF VETERANS AFFAIRS	SHILOH	169 RAYMONS CREEK RD
R	03-8899-00-16-2671.2425	3,578.44	1	SPRING LOTUS LLC	SHILOH	141 EDGEWATER DR
R	02-8936-00-81-9147.0000	3,418.96	2	JUDITH TILLET	CAMDEN	190 RUN SWAMP RD
R	01-7997-00-75-4295.0000	3,230.28	1	JACKIE E BAILEY	SOUTH MILLS	100 ROBIN CT W
R	03-8972-00-54-4322.0000	3,204.21	1	LILBERT WAYNE OVERTON &	SHILOH	1330 343 HWY S
R	02-8941-00-87-7021.0000	2,931.85	1	MARK W. BRIGMAN SR & LISA L.	CAMDEN	175 MCKIMMEY RD
R	01-7090-00-64-6040.0000	2,893.98	1	GINTON RIDDICK	SOUTH MILLS	129 LILLY RD
R	02-8923-00-19-3774.0010	2,823.66	6	WILLIAM CONOVER	CAMDEN	431 158 US W
R	02-8935-02-66-7093.0000	2,805.26	1	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	02-8945-00-41-2060.0000	2,776.08	1	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	01-7999-00-32-3510.0000	2,730.38	1	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	03-8971-00-54-7373.0000	2,584.63	1	DWAYNE HARTTS	SHILOH	125 ONE MILL RD
R	02-8934-01-18-8282.0000	2,582.04	1	BRIDGET CARTWRIGHT JOHNSON	CAMDEN	144 158 US W
R	01-7080-00-53-1141.0000	2,405.66	1	KENNETH J ROSA SR	SOUTH MILLS	108 KETTER BARN RD
R	02-8934-01-29-4617.0000	2,265.20	1	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	01-7999-00-78-4680.0000	2,175.87	2	BERTHA MARLENE GARRETT	SOUTH MILLS	379 OLD SWAMP RD
R	01-7999-00-12-8596.0000	2,126.56	10	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8943-04-93-8214.0000	2,116.86	10	L P JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	03-8965-00-44-7928.0000	2,110.97	2	WHALON & KATHLEEN MCCULLEN	SHILOH	404 SANDY HOOK RD
R	02-8934-01-29-4776.5853	2,084.96	1	C. RUSSELL HASTINGS JR.	CAMDEN	110 158 US W

Thirty Oldest Unpaid Accounts - Real

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	8,748.30	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8899-00-45-2682.0000	10	4,945.29	SEAMARK INC	SHILOH	HOLLY RD
R	01-7988-00-91-0179.0001	10	2,126.56	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8943-04-93-8214.0000	10	2,116.86	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	03-8952-00-95-8737.0000	10	1,955.58	ANDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	10	1,797.88	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7999-00-12-8596.0000	10	1,733.11	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7989-04-60-1568.0000	10	1,056.42	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	1,030.78	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	03-8962-00-50-0273.0000	10	883.88	DAISY WILLIAMS BURNHAM	SHILOH	RAYMONS CREEK RD
R	01-7090-00-60-5052.0000	10	757.21	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	02-8955-00-13-7846.0000	10	592.68	MARIE MERCER	CAMDEN	IVY NECK RD
R	02-8936-00-24-7426.0000	10	576.45	BERNICE PUGH	CAMDEN	113 BOURN ST
R	03-8980-00-61-1968.0000	10	249.67	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	01-7090-00-95-5262.0000	10	244.56	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-9809-00-45-1097.0000	10	202.56	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	03-8899-00-37-0046.0000	10	157.01	ELIZABETH LONG	SHILOH	HIBISCUS
R	03-9809-00-17-2462.0000	10	141.58	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	01-7080-00-62-1977.0000	9	2,062.78	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-9809-00-24-6322.0000	9	550.77	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	03-8980-00-84-0931.0000	8	187.90	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
R	01-7998-01-08-6797.0000	7	3,928.32	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	02-8945-00-41-2060.0000	7	1,776.08	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	03-8962-00-04-9097.0000	7	1,856.31	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8990-00-64-8379.0000	7	792.39	CHRISTOPHER FROST-JOHNSON	SHILOH	LITTLE CREEK RD
R	02-8935-01-07-0916.0000	7	574.95	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	03-8962-00-70-7529.0000	7	512.66	MARY SNOWDEN	SHILOH	WICKHAM RD
R	01-7998-04-90-0938.0000	7	453.30	FRANK WRIGHT ETAL	SOUTH MILLS	1352 343 HWY N
R	03-8962-00-60-7648.0000	7	281.11	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD
R	02-8954-00-97-4350.0000	7	280.89	GEORGE SHAW	CAMDEN	TROTMAN RD N

Thirty Largest Unpaid Accounts - Personal

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001709	2,003.83	9	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001538	866.88	10	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001046	764.04	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	748.98	7	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001476	706.41	1	MIKE TAYLOR	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001072	648.76	9	PAM BUNDY	SHILOH	105 AARON DR
P	0001694	516.98	10	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0001827	483.28	6	KAREN BUNDY	CAMDEN	431 158 US W
P	0000295	412.03	1	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0001230	411.11	6	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001681	312.08	6	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001694	288.99	6	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0002965	277.38	2	DURANE EDWARD DUNIVAN	SOUTH MILLS	115 WAYLAND CT
P	0001693	261.90	9	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001106	253.06	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0001104	242.20	10	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0001952	238.91	6	SANDY BOTTOM MATRIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0001638	201.76	1	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN
P	0000466	205.60	1	LAMBS OF CAMDEN	CAMDEN	152 HWY 158 W
P	0000905	204.42	3	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR
P	0000025	202.76	1	SCOTT C. ANKNEY	SOUTH MILLS	264 BINGHAM RD
P	0000846	201.12	2	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0002442	200.37	1	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0001694	194.43	1	MICHAEL TAYLOR-DUKE	SOUTH MILLS	108 BINGHAM RD
P	0001010	189.68	5	RAYBURN BURGESS	SHILOH	116 EDGEWATER DR
P	0001546	189.57	1	GEORGE ROWLAND	CAMDEN	431 158 US W
P	0000297	182.53	1	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0001673	177.05	9	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0002886	170.36	6	GEORGE LINWOOD POWELL	CAMDEN	177 SANDHILLS RD
P	0000248	159.99	10	ROBERT H. OWENS	CAMDEN	A STREET

Thirty Largest Unpaid Accounts – Personal

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001538	10	866.88	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001046	10	764.04	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	10	748.98	LESLIE ETHERIDGE JR	CAMDEN	
P	0001072	10	648.76	PAM BUNDY	SHILOH	105 AARON DR
P	0001106	10	253.06	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0000248	10	159.99	ROBERT H. OWENS	CAMDEN	A STREET
P	0001540	10	120.95	DAVID LUKE	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001709	9	2,003.83	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001693	9	261.90	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001673	9	177.05	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0000316	9	115.56	JAMES P. JONES	CAMDEN	142 SANDHILLS RD
P	0001827	8	483.28	KAREN BUNDY	CAMDEN	431 158 US W
P	0001722	7	140.55	JANET LEARY	SOUTH MILLS	LINTON ROAD
P	0001639	7	123.29	CAREY FARMS, INCORPORATED	SOUTH MILLS	202 SHARON CHURCH
P	0001230	6	411.11	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001681	6	312.08	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001694	6	288.99	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	6	238.91	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0002886	6	170.36	GEORGE LINWOOD POWELL	CAMDEN	177 SANDHILLS RD
P	0001740	6	109.23	JASON & KEVIN WORDEN	SOUTH MILLS	STILES LANE
P	0002194	5	516.98	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0001010	5	189.68	RAYBURN BURGESS	SHILOH	116 EDGEWATER DR
P	0001638	3	210.76	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN LOT 12
P	0000905	3	204.42	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR
P	0001250	3	194.43	MICHELE LEE TAYLOR-DUKE	SOUTH MILLS	108 BINGHAM RD
P	0000945	3	145.98	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0001476	2	706.41	MIKE TAYLOR	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0000295	2	412.03	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0002565	2	277.38	DUANE EDWARD DUNIVAN	SOUTH MILLS	115 WAYLAND CT
P	0000466	2	205.60	LAMES OF CAMDEN	CAMDEN	152 HWY 158 W

Motion to approve the tax report as presented.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	White, Krainiak, Meiggs, Munro
ABSENT:	Riggs

B. Communication Equipment Purchase

During the presentations portion of the commissioners meeting April 2, 2018, Sheriff Meads made a presentation to the Board outlining the lessons learned from the recent active shooter exercise hosted by his office. In his presentation he identified a major weakness that surfaced during the exercise - the inability to communicate with other law enforcement members within the structures (school buildings) using the standard issued radios. He has identified a vendor and made a recommendation to correct the problem in the attached presentation.

A grant has been submitted to Firehouse Subs to assist in financing the purchase. The Board of Education has approved \$20,000 to assist with the purchase of the repeaters. The Sheriff's Office may be able to contribute as well.

The costs associated with installing this equipment would be approximately \$27,500 for the Middle School and \$36,500 for Grandy Primary and Camden Intermediate combined, bringing the total cost to \$64,000 - bundled together result in a 3% reduction in costs.

This will eliminate a communication issue that has had a detrimental effect on the first responders in these facilities during an emergency.

Motion to approve the purchase of repeaters to be installed within the specified schools.

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

ITEM 7. BOARD APPOINTMENTS

1. Home & Community Care Block Grant Appointment – Richard Trevena
2. Community Advisory Committee Reappointment – Clarann Mansfield

Motion to approve the appointees as presented.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	White, Krainiak, Meiggs, Munro
ABSENT:	Riggs

ITEM 8. CONSENT AGENDA

The Consent Agenda was amended to add as Item 8.S. the NC Hazard Mitigation Grant Program Agreement and Budget Amendment 2017-18-BA028.

- A. BOC/BOE Joint Meeting Minutes – March 27, 2018
- B. BOC Minutes – April 2, 2018 Work Session
- C. BOC Minutes – April 2, 2018 Regular Meeting
- D. FY 17-18 Budget Amendments

2017-18-BA023
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, 2018.

Section 1. To amend the General Fund as follows:

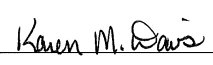
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10385510-434876	Grant-AED	\$19,626	
Expenses			
105100-565200	Capital Outlay-AED	\$19,626	

This Budget Amendment is made to appropriate funds for Firehouse Grant revenue received for AED units for patrol vehicles.

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

Balance in Contingency \$28,850.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 7th day of May, 2018.



Clerk to Board of Commissioners



Chairman, Board of Commissioners

2017-18-BA024
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, 2018.

Section 1. To amend the General Fund as follows:

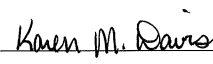
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses			
109990-500000	Contingency		\$11,000
106810-574107	Land Purchase	\$11,000	

This Budget Amendment is made to appropriate funds for purchasing NCDC building interest from Trillium.

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

Balance in Contingency \$17,850.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 7th day of May, 2018.



Clerk to Board of Commissioners



Chairman, Board of Commissioners

2017-18-BA025
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, 2018.

Section 1. To amend the General Fund as follows:

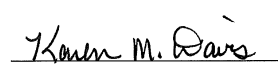
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses			
106120-503000	Part Time Salaries	\$2,500	
109990-50000	Contingency		\$2,500

This Budget Amendment is made to appropriate funds for additional Part Time hours for additional recreational activities.

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

Balance in Contingency \$15,350.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 7th day of May, 2018.



Clerk to Board of Commissioners



Chairman, Board of Commissioners

2017-18-BA026
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, 2018.

Section 1. To amend the General Fund as follows:

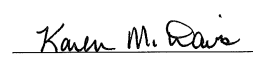
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10360612	MIPPA Grant	\$2,000	
10360612	Grant	\$5,000	
Expenses			
106120-503000	Part Time Salaries	\$1,434	
106120-505000	FICA	\$ 145	
106120-554000	Insurance		\$579
106120-514000	Travel		\$1,000
106120-537510	MIPPA Expenses	\$2,000	
106120-574000	Capital Outlay	\$5,000	

This Budget Amendment is made to appropriate funds for grant funds and additional Part Time hours for adding grant funded hours.

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

Balance in Contingency \$15,350.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 7th day of May, 2018.



Clerk to Board of Commissioners



Chairman, Board of Commissioners



E. Budget Amendment Item 6.B.

2017-18-BA027

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, 2018.

Section 1. To amend the General Fund as follows:

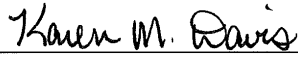
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10399400-439900	Fund Balance Appropriated	\$34,000	
Expenses			
105100-517000	Vehicle Maintenance		\$10,000
106900-592200	School Capital	\$44,000	

This Budget Amendment is made to appropriate funds for emergency response antennae repeater equipment in Camden Middle School & CIS/Grandy Primary School.

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

Balance in Contingency \$15,350.00

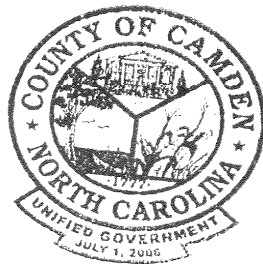
Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 7th day of May, 2018.



Clerk to Board of Commissioners



Chairman, Board of Commissioners



F. School Budget Amendments

Budget Amendment

Camden County Schools Administrative Unit

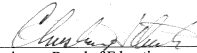
Other Local Current Expense Fund


The Camden County Board of Education at a meeting on the 12th day of April, 2018 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2018.

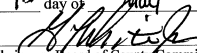
Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		493.00
Explanation:			
Total Appropriation in Current Budget		\$	457,420.00
Amount of Increase/Decrease of Above Amendment			493.00
Total Appropriation in Current Amended Budget		\$	456,927.00


Passed by majority vote of the Board of Education of Camden County on the 12th day of April 2018.


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 7th day of May, 2018.


Chairman, Board of County Commissioners


Clerk, Board of County Commissioners

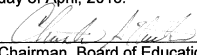
BUDGET AMENDMENT April 12, 2018


8. Other Local Current Expense Fund

A. We have reviewed this area of the budget and must decrease our budget to reflect our actual allotment received. We request your approval of the following amendment.

<u>NC Arts Council</u>		
5110.422.311	Contracted Services	\$ - 2,493.00
5110.422.333	Field Trips	+ 2,000.00
Total – NC Arts Council		\$ - 493.00
		=====
3200.422 Revenue – NC Arts Council		\$ + 493.00
		=====

Passed by majority vote of the Board of Education of Camden County on the 12th day of April, 2018.


Chairman, Board of Education


Secretary, Board of Education

Budget Amendment

Camden County Schools Administrative Unit

Local Current Expense Fund

The Camden County Board of Education at a meeting on the 12th day of April, 2018 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2018.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	.00	
Explanation:			
	Total Appropriation in Current Budget	\$ 2,815,470.00	
	Amount of Increase/Decrease of Above Amendment		.00
	Total Appropriation in Current Amended Budget	\$ 2,815,470.00	

Passed by majority vote of the Board of Education of Camden County on the 12th day of April 2018.


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 7th day of May 20 18.


Chairman, Board of County Commissioners


Clerk, Board of County Commissioners



BUDGET AMENDMENT
April 12, 2018

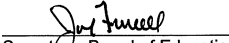
2. Local Current Expense Fund

A. We have reviewed this area of the budget and must transfer funds to correct budget codes within the program. We request your approval of the following amendment.

<u>Operation of Plant</u>		
6530.802.322...40	Utilities – Natural Gas	\$ - 17,330.00
6530.802.323...40	Utilities – Water	\$ + 8,665.00
6540.802.322...40	Utilities – Natural Gas	+ 8,665.00
Total – Operation of Plant		\$ - .00

Passed by majority vote of the Board of Education of Camden County on the 12th day of April, 2018.


Chairman, Board of Education


Secretary, Board of Education

H. Pickups, Releases & Refunds

NAME	REASON	NO.
Robert Coleman Doby	Turned in plates - Refund \$144.39	Pick-up/20643 38835318
William Walter Knowles	Turned in plates - Refund \$106.22	Pick-up/20652 39298126
Atlantic Coastal Clearing	Released bill. Equipment moved to Chesapeake in 2015. Property sold. \$4,274.27	Pick-up/20654 P-13323-16
Atlantic Coastal Clearing	Released bill. Equipment moved to Chesapeake in 2015. Property sold. \$4,459.63	Pick-up/20655 P-14381-17
Robert & Kelly Ann Johnston	Military Exempt - Refund \$435.63	Pick-up/20663 36542560
Brandy Diane James	Turned in plates - Refund \$273.24	Pick-Up/20676 41669476
Kim Sawyer	Roll back taxes due to Solar Farm- Pick-up \$5,311.44	Pick-Up/20604 R-91354-15 R-98551-16 R-105778-17
James Davis	Value correction - Revaluation error- Adjustment \$223.47	Pick-up/20685 R-106754-17
James Davis	Value correction - Revaluation error- Adjustment \$214.16	Pick-Up/20686 R-99532-16
James Davis	Value correction - Revaluation error- Adjustment \$214.16	Pick-up/20687 R-92361-15
M & M Associates Limited	Should only have been taxed on 1/6 interest \$117.31	Pick-up/20689 R-69799-13
M & M Associates Limited	Should only have been taxed on 1/6 interest \$117.31	Pick-up/20690 R-81270-14
M & M Associates Limited	Should only have been taxed on 1/6 interest \$1,203.49	Pick-up/20698 R-69804-13
M & M Associates Limited	Should only have been taxed on 1/6 interest \$1,203.49	Pick-up/20697 R-81275-14
M & M Associates Limited	Should only have been taxed on 1/6 interest \$1,234.19	Pick-up/20696 R-88388-15
M & M Associates Limited	Should only have been taxed on 1/6 interest \$1,234.19	Pick-up/20695 R-95540-16
M & M Associates Limited	Should only have been taxed on 1/6 interest \$1,287.86	Pick-up/20694 R-102758-17
Sally D. & Jouneay D. Aydtlett	Roll back taxes \$134.59	Pick-up/20709 R-89613-15 R-96768-16 R-103989-17
Waverly Meiggs Sawyer	Should be taxed on 5/6 interest in the use program \$103.82	Pick-up/20701 R-89035-15
Waverly Meiggs Sawyer	Should be taxed on 5/6 interest in the use program \$103.82	Pick-up/20700 R-96179-16
Waverly Meiggs Sawyer	Should be taxed on 5/6 interest in the use program \$108.32	Pick-up/20699 R-103407-17

I. Vehicle Refunds Over \$100.00

REFUNDS OVER \$100.00

North Carolina Vehicle Tax System																		
NCVTS Pending Refund report																		
MARCH REFUNDS OVER \$100.00																		
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
DOBY, ROBERT COLMAN	DOBY, ROBERT COLMAN		111 LONG PINE RD	SOUTH MILLS, NC 27976	Proration	003883318	EPN5054	AUTHORIZED	83704004	Refund Generated due to proration on Bill #003883318-2017-2017-0000-00	Tag Surrender	03/22/2018	3/28/2018 11:49:55 AM	1843	Tax	(\$142.39)	\$0.00	(\$142.39)
														1		(\$2.00)	\$0.00	(\$2.00)
																		Refund \$144.39
HARIG, KEITH ALAN	HARIG, KEITH ALAN		123 COOKS LANDING RD	CAMDEN, NC 27821	Proration	0001008985	AJMS427	AUTHORIZED	83023862	Refund Generated due to proration on Bill #0001008985-2017-2017-0000-00	Tag Surrender	03/09/2018	3/12/2018 11:56:15 AM	1843	Tax	(\$117.25)	\$0.00	(\$117.25)
														3		(\$1.65)	\$0.00	(\$11.65)
																		Refund \$118.90
JOHNSTON, ROBERT TRAVIS	JOHNSTON, ROBERT TRAVIS	JOHNSTON, KELLY ANN	228 MCPHERSON RD	SOUTH MILLS, NC 27976	Adjustment >= \$100	0038542580	PCM2685	AUTHORIZED	83184835	Refund Generated due to adjustment on Bill #0038542580-2018-2018-0000-00	Military	03/14/2018	3/19/2018 9:50:25 AM	1843	Tax	(\$429.32)	\$0.00	(\$429.32)
														1		(\$6.31)	\$0.00	(\$6.31)
																		Refund \$435.63

Submitted by Lisa S. Anderson Date 4-5-18
 Lisa S. Anderson, Tax Administrator Camden County

Approved by Clayton D. Riggs Date 5-7-18
 Clayton D. Riggs, Chairman Camden County Board of Commissioners

J. DMV Monthly Report

STATE OF NORTH CAROLINA
 COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County June Renewals Due 7/15/18

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

SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
20,213.08	21,354.36	14,063.99	55,631.43

Witness my hand and official seal this 8th day of May, 2018

[Signature]
 Chairman, Camden County Board of Commissioners

Attest:

Karen M. Davis
 Clerk to the Board of Commissioners of Camden County



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

Lisa S. Anderson
 Tax Administrator of Camden County

K. Surplus Property Requests – Sheriff’s Office

Item	Disposal Method	Suggested Value	Reason for Surplus
1989 International Truck	Trade for work performed on equipment	n/a	Blown engine, rusted truck body
Sandblasting Trailer	Trade for work performed on equipment	n/a	No longer useful to office

L. Surplus Property Requests – Register of Deeds

Item	Disposal Method	Suggested Value	Reason for Surplus
HP M9050 B&W Copier	GovDeals	\$50 starting bid	No longer needed

M. DSVC Funding Extension



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

JAMES H. TROGDON, III
SECRETARY

March 27, 2018

Stephanie Humphries
Camden County Finance Office
PO Box 190
Camden, NC 27921

SUBJECT: VISITOR CENTER FUNDING AGREEMENT – Extension of Agreement #2

Dear Mrs. Humphries:

This is in reference to the current Visitor Center Funding and Operations Agreement between Camden County and NCDOT, which was executed on 11/1/2013, and any associated extension letters.

In accordance with the executed agreement and including the amendment from the first extension, I am proposing to extend this agreement, with the reimbursement rate remaining the same until June 30, 2019. The budget amount for the Fiscal Year will be \$142,857

If the County agrees with this extension, please sign and date the bottom of this letter, keep a copy for your file, and return the original to me.

If we may be of further assistance, please advise.

Sincerely

Don G. Lee
Roadside Environmental Engineer

cc: Division Engineer
LP MO – Contract Officer

CONCUR:

County Representative

Date

N. Estimated Property Values

TO: CAMDEN COUNTY BOARD OF COMMISSIONERS

THE FOLLOWING IS THE ESTIMATED PROPERTY VALUE OF CAMDEN COUNTY:

	<u>Real</u>	<u>Personal</u>	<u>Vehicles</u>	<u>Total</u>
South Mills	357,032,429	11,063,483	33,580,686	401,676,598
Courthouse	360,437,879	17,717,859	33,711,082	411,866,820
Shiloh	219,176,531	5,376,733	19,553,237	244,106,501
Subtotal of County				1,057,649,919
Estimated Utilities				23,049,415
Total of County				1,080,699,334

FROM Lisa S. Anderson 4-11-18
 LISA S. ANDERSON (TAX ADMINISTRATOR) DATE

TAX RATE COUNTY _____ FIRE _____ TOTAL= _____

Joyce Creek District	<u>Real</u>	<u>Personal</u>	<u>Vehicles</u>	<u>Total</u>
	211,811,919	4,764,700	22,773,660	239,350,279

JOYCE CREEK WATERSHED IMPROVEMENT TAX _____

Tom White 5-8-17
~~CLAYTON D. RIGGS, CHAIRMAN~~ DATE
 Tom White, Vice Chairman

O. Grant Applications

Please do not submit this PDF, it is for reference only. Our grant application process is entirely digital.

APPLICANT AND DEPARTMENT INFORMATION

First Name Brandon		Last Name Blount		Department Tax ID# 56-6000282	
Organization/Department Camden County Sheriff's Office		Email Address bblount@camdencountync.gov			
Alternate Name Rodney Meads			Alternate Email rmeads@camdencountync.gov		
Address Line 1 117 North NC 343			City Camden		
Address Line 2			State NC		Zip 27921
Shipping Address Line 1 117 North NC 343			Shipping City Camden		
Shipping Address Line 2 P.O. Box 57			Shipping State NC		Shipping Zip 27921
Organization Phone Number 252-338-5046	Alternate Contact Number 252-338-5046	Communities Served Camden County	Population 10,000	Number of Runs Per Year 10550	
Local Approval Pre-qualifications Our jurisdiction does not require pre-approval from local officials.					

APPLICATION REQUEST INFORMATION

The type of grant you are requesting: Equipment		What is the EXACT cost of the equipment? 19625.98	
Variances in the amounts requested will be the responsibility of the grant recipient to pay directly? Yes			
What Equipment are you requesting for your department? We are requesting a total of 15 Zoll AED (to be deployed in Patrol Deputies vehicles) Plus Fully Automatic which includes Medical Prescription, 7 year warranty, CPR-D pads, CPR responder kit, carry case, and demonstration & set up CD with each AED unit.		Briefly explain how the equipment will benefit your community and your department. With the AED's deployed in our patrol vehicles we believe the deputies will have the ability to provide a better service to our 10,000 citizens. We responded with the Volunteer Fire Department and EMS and are first on	
This would have a direct impact on more than 0 children in our community.		This would have a direct impact on more than 0 senior citizens in our community.	
What materials are you requesting for your department? Field not required for this category of request			
What is the amount of funding you are requesting? Field not required for this category of request		Please provide a detailed description of how the funding will assist your department: Field not required for this category of request	

COMMUNITY IMPACT

Have you successfully reached out to the city for funds to purchase the equipment? No, due to budget constraints we have not been able to include these in our budget planning.		Was there a particular instance where a life would have been positively impacted if you would have had the equipment available? In July of 2016 we received an EMS assist for a 71 year old unresponsive male. Deputy Copeland was first on scene and was only able to perform manual CPR.	
What positive effects will the equipment specifically have? Please use statistics when possible. The equipment will allow us to quickly treat someone in cardiac arrest. It will also enhance our capability to better serve and protect our community.			

FIREHOUSE SUBS RELATIONSHIP

Address of Firehouse Subs location nearest you. 316 West Ehringhaus Street Elizabeth City, NC 27909		How far is this location from your department? 4.40 Miles	
How did you hear about our organization? South Camden Volunteer Fire Department Elizabeth City Fire Department Elizabeth City Police Department		Has your department received funding from Firehouse Subs Public Safety Foundation in the past? No	
If approved for funding, we will host a press event at the Firehouse Subs restaurant nearest you. We ask that all PR be coordinated by our Foundation, but of course we will work in conjunction with your PR team as well as the PIO of your department.			
Initial Acceptance BLB		PIO Email: bblount@camdencountync.gov	
PIO (Public Information Officer) Name: Brandon Blount		PIO Phone Number: 252-340-1328	

Please note, there are different categories of funding within the grant application, therefore the printed PDF document may contain some open blank fields. Please do not contact the Foundation if fields appear blank.

Attachment C

For the period 9/29/2017 - 9/29/2018

Line Item Budget and Budget Narrative

Provide a budget and short narrative on the use of the funding amount reflected on the contract. Please provide details of all expenses including routine charges. These expenditures may include telephone, postage, salary, equipment purchases, internet services etc. Upon termination of contract as a SHIIP Subrecipient, any equipment or property less than five (5) years old purchased by Subrecipient with grant funds to perform SHIIP functions shall be returned to the Recipient in good working order.

All budgets must be approved by the Recipient.

Subrecipient Name: Camden County Senior Center Award Amount: \$ 2000.00

All fields must be completed.

Zero is an acceptable answer.

Must agree to the award amount.

Is this required by your local government?

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

No

Budget	Amount
Contractual	300
Construction	0
Supplies	300
Equipment	1000
Other	0
Travel	400
Personnel	0
Fringe	0
Total	2,000.00

Written description of planned expenditures:

Contractual: Temporary, Part Time Staff to assist with counseling, programming, office needs, SHIIP Outreach, data entry and educational workshops.

30 hours at \$10 per hour \$300.00

Supplies: Camden County has one pharmacy and the money for supplies will be used to advertise the SHIIP program in Camden County.

24,000 Medibags for Todd's Pharmacy (Camden) \$300.00

Equipment: Technology updates; monies will be used to purchase a computer for the lobby area that will display Medicare information and other upgrades necessary for the assistance of the SHIIP program at the Camden County Senior Center.

Technology Upgrades \$1000.00

Travel: Hotel expenses and travel to the SHIIP Conference held in July 2018.

Travel Expenses for SHIIP Conference \$400.00

E-mail completed form to: mpoole@nccommerce.com

Please respond to all questions and fill in all blanks on this form. Limit answers to questions to the space provided. An incomplete pre-application will be considered ineligible for review. Pre-applications must be submitted prior to April 13, 2018 in order to be considered. Provide only the information that is requested in this form. Additional information will be required of the applicant if invited to submit a full application for further consideration. If you have questions prior to submitting this pre-application, please contact Mark Poole at 919.814.4616

Unit of Government

Applicant: Camden County

Mailing Address: PO Box 190, Camden, NC 27921

Phone: (252)338-6363 **Applicant's Tax ID:** 56-6000282

County: Camden **Tier Designation:** Tier 1

Contact Person: Stephanie Humphries **Title:** Finance Officer

(The contact person is responsible for your grant request.)

E-mail address: shumphries@camdencountync.gov

Project Title: Camden Commerce Park: Rural Ready Site

Total Project Cost:	<u>\$3,665,000</u>	Amount Requested from the Department of Commerce:	<u>\$2,748,750</u>
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ALBEMARLE COMMUNITY TRUST
Post Office Box 69
Hertford, NC
(252) 426-5735

APPLICATION FOR DONATION
FOR ORGANIZATION/AGENCY

1. Name of Organization: Camden County Senior Center
2. Address: 117 North NC 343 or PO Box 54
Street or Post Office Box
Camden NC 27921
City or Town State Zip Code
3. Phone Number: (252) 335-2569
Work Home
4. Contact Person: Jasmine Wilson Director
Name Title
5. Is organization requesting funding exempt from payment of income tax:
Yes No If yes, a copy of letter (Form 501[c]3) from Internal Revenue Service must be attached.
6. A copy of financial statement(s) for most previous year should be provided. If not available forms will be provided.
a. Statement Attached:
b. Forms requested: _____
7. Number of individuals, families or groups served in Camden, Chowan, Pasquotank, Perquimans or Currituck Counties in last year: 150+
8. Does agency serve outside Camden, Chowan, Pasquotank, Perquimans or Currituck Counties:
Yes No
If yes, please provide information on number served and location.
We co-host Medicare seminars and seniors
are allowed to come from any county. We offer
trips and exercise classes to anyone. We serve about
40 individuals whom live outside of Camden County.
9. State Amount Requested and Purpose of Organizations/Agency Request: (Include amount requested and specifics of how funds will be used.)
We are requested \$5000.00 for commerial
grade exercise equipment. We currently have
2 treadmills; one has been broken since Nov
2017 (recently ordered parts for repair) and the
other one is a household treadmill (that barely works)
10. Has the organization received funding from ACT in the past? Yes No
If yes, please list the date and amount of funding. April 19, 2010;
The funding amount was \$359.00
11. Has the organization been denied funding by ACT for any reason in the past? Yes No
If yes, please describe why. _____
12. List other sources of funding for use of request as described in the above:
Camden County Senior Center Annual
Budget

13. How are agencies programs measured for effectiveness?

Participation is recorded through sign-in sheets and End of month reporting required by the Albemarle Commission's Nutrition Program Surveys and round table discussions are used to assess current programming and receive new ideas for future programming.

12. Please list three references.

Albemarle Commission (252) 426-5753
 Name Phone
 512 South Church St Hertford NC 27944
 Address City State Zip Code
 InterCounty Public Transportation Authority (252) 338-4480
 Name Phone
 110 Kitty Hawk Ln Elizabeth City NC 27909
 Address City State Zip Code
 Walmart 877-294-1086
 Name Phone
 PO Box 530934 Atlanta GA 30353
 Address City State Zip Code

The information contained in this statement is for the purpose of obtaining funding from the Albemarle Community Trust on behalf of the undersigned. Each undersigned understands that the information provided herein is used in deciding to grant funding, and each undersigned represents and warrants that the information provided is true and complete and that the Albemarle Community Trust may consider this statement as continuing to be true and correct until a written notice of a change is provided. The Albemarle Community Trust is authorized to make all inquiries they deem necessary to verify the accuracy of the statements made herein.

Camden County Senior Center
 NAME OF ORGANIZATION
Gloria D. Wilson
 SIGNATURE OF REPRESENTATIVE
 2/8/2018
 DATE

ACT FORM ORG (11-90)

3

P. Proclamation



Older Americans Month 2018 A PROCLAMATION

Whereas, Camden County includes countless older Americans who enrich and strengthen our community; and

Whereas, Camden County is committed to engaging and supporting older adults, their families, and caregivers; and

Whereas, we acknowledge the importance of taking part in activities that promote physical, mental, and emotional well-being—no matter your age; and

Whereas, Camden County can enrich the lives of individuals of every age by:

- promoting home- and community-based services that support independent living;
- involving older adults in community planning, events, and other activities; and
- providing opportunities for older adults to work, volunteer, learn, lead, and mentor.

Now therefore, we of Camden County, North Carolina do hereby proclaim May 2018 to be Older Americans Month. We urge every resident to take time during this month to recognize older adults and the people who serve them as vital parts of our community.

Adopted this 7th day of May, 2018.

Tom White
 Tom White, Acting Chair
 Camden County Board of Commissioners

ATTEST:

Karen M. Davis
 Karen M. Davis, Clerk to the Board

- Q. Set Public Hearing for 2019-2023 Capital Improvement Plan
- R. Set Public Hearing on FY 18-19 Budget
- S. N.C. Hazard Mitigation Grant Program Agreement & Budget Amendment



U.S. Department of Homeland Security
FEMA Region IV
3003 Chamblee Tucker Road
Atlanta, GA 30341

FEMA

April 24, 2018

Michael A. Sprayberry, Director
NC Department of Public Safety
Division of Emergency Management
4236 Mail Service Center
Raleigh, NC 27699-4236

Attention: Nicholas Burk, Assistant Director for Resiliency

Reference: Hazard Mitigation Grant Program (HMGP) Project **4285-0004-R Camden County: Acquisition of five (5) Residential Structures**

Dear Mr. Sprayberry:

I am pleased to inform you that the project referenced above has been approved for \$912,910 with a Federal share of \$684,683. The project non-federal share of \$228,227 is provided by the State of North Carolina.

The following is the approved Statement of Work (SOW) for the above referenced project:

Camden County proposes to acquire and demolish five (5) properties located within the boundaries of the special flood hazard area. The properties experienced damage caused by the flooding of the Pasquotank River and Albemarle Sound caused by Hurricane Matthew. The structures will be demolished, including complete removal of the existing foundations. If complete removal is not possible then the existing foundations will be taken down to a depth of approximately 2 to 3 feet below the soil surface and adequately drilled to allow for drainage. The demolition of the structures will require fine grading only. Ground disturbance will be limited to the immediate area of the demolished properties, and the staging areas will be located within the footprint of the existing property boundaries. Debris will be removed and the properties will initially be stabilized with clean soils, graded, and seeded to prevent erosion. The deed to the property will be transferred to Camden County with restrictions imposed for the site to remain as open space in perpetuity as defined in 44 CFR § 206.434 (d). Camden County will perform all maintenance on the parcels acquired.

Property Locations:

Address	City	State	Zip	Latitude	Longitude
113 Bunker Hill Road	South Mills	NC	27976	36.442712	-76.312624
124 Stiles Lane	South Mills	NC	27976	36.465195	-76.284388
130-A Stiles Lane	South Mills	NC	27976	36.465198	-76.283889
130 Stiles Lane	South Mills	NC	27976	36.464807	-76.284305
261 Bingham Road	South Mills	NC	27976	36.410165	-76.304560

The following project conditions must be met:

- Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.
- This review does not address all federal, state, and local requirements. Acceptance of federal funding requires recipient to comply with all federal, state, and local laws. Failure to obtain all appropriate federal, state, and local environmental permits and clearances may jeopardize federal funding.
- If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archeological resources are discovered, will immediately cease construction in that area and notify the State and FEMA.
- EO 11988: Applicant must obtain floodplain permit or concurrence, as required by the applicable local floodplain ordinance, from the local floodplain administrator before work begins.
- CZMA: Before beginning any work, the Coastal Management Local Permit Office for Camden County must be notified of the construction activities to include the dimensions of the building, its location and the landowner's name, address and telephone number to determine if permits are required for the properties. A copy of any permits or certificates must be forwarded to FEMA upon closeout in order not to jeopardize funding.
- NHPA: If human remains or intact archaeological deposits are uncovered, work in the vicinity of the discovery will stop immediately and all reasonable measures to avoid or minimize harm to the finds will be taken. The applicant will ensure that archaeological discoveries are secured in place, that access to the sensitive area is restricted, and that all reasonable measures are taken to avoid further disturbance of the discoveries. The applicant's contractor will provide immediate notice of such discoveries to the applicant. The applicant shall contact the North Carolina State Archaeologist and FEMA within 24 hours of the discovery. Work in the vicinity of the discovery may not resume until FEMA has completed consultation with SHPO, Tribes, and other consulting parties as necessary. In the event that unmarked human remains are encountered during permitted activities, all work shall stop immediately and the proper authorities notified in accordance with North Carolina Statutes, Section 70-29.
- NHPA: Any changes to the approved scope of work will require submission to, and evaluation and approval by, the State and FEMA, to initiation of any work, for compliance with Section 106.
- RCRA: Unusable equipment, debris and material shall be disposed of in an approved manner and location. In the event significant items (or evidence thereof) are discovered during implementation of the project, applicant shall handle, manage, and dispose of petroleum products, hazardous materials and toxic waste in accordance to the requirements and to the satisfaction of the governing local, state and federal agencies.
- RCRA: If any asbestos containing material, lead based paint, and/or other toxic materials are found during construction activities, the applicant must comply with all federal, state and local abatement and disposal requirements. Upon closeout, the applicant must provide Notice of Demolition or Asbestos Renovation forms and confirmation that any ACM were taken to an authorized landfill for such materials.

FEMA will not establish activity completion timeframes for individual subgrants. The period of performance of the grant award will be 36 months from the close of the application period for DR-4285.

This project must adhere to all program guidelines established for the Hazard Mitigation Grant Program.

For close-out of this project, the Governor's Authorized Representative shall send a letter of request to close the project programmatically and financially. The letter will include the following: the date work on the project was fully completed, the date of the Grantee's final site inspection for the project, the final total project cost and Federal share, any cost overrun, a certification that reported costs were incurred in the performance of eligible work, that the approved work was completed, that the required programmatic, environmental, and any other conditions were met (including attachment of any required documentation) and that the mitigation measure is in compliance with the provisions of the Agreement Articles and this approval letter. A copy of the Grantee's final site inspection report will be enclosed with the close-out request letter. This report will contain, at minimum, all the data fields required for final site inspection reports for our HMGP program. The Grantee will ensure that all documentation necessary to close the project in the Property Site Inventory is also provided in the close-out request letter. For property acquisition and relocation projects, signed and dated copies of the open space deed restrictions must be provided at close-out.

Quarterly progress reports for HMGP projects are required. Please include this HMGP project in your future quarterly reports.

The National Environmental Policy Act (NEPA) stipulates that additions or amendments to a HMGP subgrantee SOW may have to be reviewed by all State and Federal agencies participating in the NEPA process.

The State (grantee) must obtain prior approval from the Federal Emergency Management Agency (FEMA) before implementing changes to the approved project SOW. Per the Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments:

- The grantee must obtain prior written approval for any budget revision which would result in a need for additional funds.
- A change in the scope of work must be approved by FEMA in advance regardless of the budget implications.
- The grantee must notify FEMA as soon as significant developments become known, such as delays or adverse conditions that might raise costs or delay completion, or favorable conditions allowing lower cost or earlier completion.
- Any extensions of the grant POP must be submitted to FEMA 60 days prior to the expiration date.

The obligation report is enclosed for your records. Management and environmental reports are available in NEMIS. The obligated funds are available for withdrawal from **Smartlink** on sub-account number **4285NCP0000045**.

If you have any questions, please contact Shemeeka Hopkins, HMA Specialist at (770) 220-8788.

Sincerely,



Libby Turner,
Federal Coordinating Officer
FEMA-DR-4285-NC

2017-18-BA028
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, 2018.

Section 1. To amend the Community Grant Programs Fund as follows:

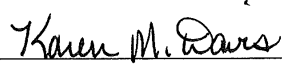
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
14360525-402000	FEMA-Federal	\$684,683	
14360525-402005	FEMA-State	\$228,227	
Expenses			
145025-535010	Project Costs	\$843,910	

This Budget Amendment is made to appropriate funds for FEMA Hazard Mitigation Grant.

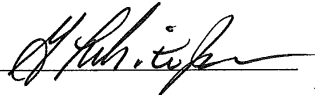
This will result in no change to the Contingency of the General Fund.

Balance in Contingency \$15,350.00

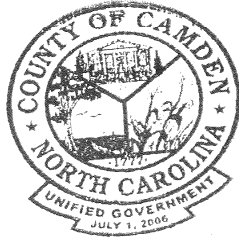
Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 7th day of May, 2018.



Clerk to Board of Commissioners



Chairman, Board of Commissioners



Motion to approve the Consent Agenda as amended.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	White, Krainiak, Meiggs, Munro
ABSENT:	Riggs

ITEM 9. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES

The following items were provided to the commissioners for information purposes:

- A. Register of Deeds Reports
- B. Library Statistical Reports
- C. FY18-19 Year to Date Finance Report
- D. ARHS 2017 Annual Child Fatality Prevention Team Report

ITEM 10. COUNTY MANAGER’S REPORT

Included in Mr. Bowman’s Report:

- Public Hearing dates have been set for the 2019-2023 Capital Improvement Plan and FY18-19 Budget – June 4, 2018
- Budget Work Session – May 22, 2018 at 2:00 PM in the Historic Courtroom
- Election Day – May 8, 2018

ITEM 11. COMMISSIONERS’ REPORTS

- Commissioner Krainiak encouraged the community to voice their concerns and suggestions in regard to the Capital Improvement Plan.
- Commissioner Munro recognized Mr. Charlie White, 91, a Camden citizen who fought in the Battle of the Bulge and expressed his appreciation for Mr. White’s service to our country.

ITEM 12. ADJOURN

There being no further matters to come before the Board, Vice Chairman White called for a motion to adjourn.

Motion to adjourn.

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

Vice Chairman White adjourned the meeting of the Camden County Board of Commissioners at 7:50 PM.

Tom White, Acting Chairman
Camden County Board of Commissioners

ATTEST:

Karen M. Davis, Clerk to the Board