

Camden County Board of Commissioners
April 8, 2019 – 2:00 PM
2019-2020 Budget/Finance/CIP Work Session
Historic Courtroom
Camden, North Carolina

MINUTES

The Camden County Board of Commissioners held a budget work session on April 8, 2019 at 2:00 PM in the Historic Courtroom.

CALL TO ORDER

The meeting was called to order by Chairman Tom White at 2:00 PM. Additional Board members present: Vice Chairman Clayton Riggs, Commissioners Garry Meiggs, Randy Krainiak and Ross Munro.

Staff Present: County Manager Ken Bowman, Finance Officer Sally Norfleet and Clerk to the Board Karen Davis.

The following items were presented to the Board for discussion:

1. Capital Improvement Projects (CIP) Update
 - a. Broadband – Eastern Shore Communications (in process)
 - b. Administration Building – Rendering and Cost estimates complete
 - c. New High School – Feasibility Study (consensus to change to New School)
 - d. Road Improvement at Commerce Park – Awarded to Whitehurst Sand, Inc.
 - e. Sidewalk Along Highway 158 from Camden County High School to Dollar General (consensus to add to CIP; also include maintenance)
 - f. New Freshwater Well (consensus to add to CIP)
2. School Funding
 - a. School Resource Officer – 3rd SRO (Budget)
 - b. Grant Match (\$762,000/School Planning)
 - c. School's Fund Balance (Minimum/Maximum)
 - d. Budget Request
3. IT Software / Hardware Updates
 - a. Tax / Utility
 - b. Microsoft Office / Server Upgrade
4. Insurance, Benefits & Personnel Requests
 - a. Health (>10.0%), Retirement (>1.2%) / Law Enforcement (>1.2%)
 - b. Position Requests / Salary Increases

- c. COLA 2%; Certification Increases
- d. Salary Review
- e. Finance Officer – Local Government Certification

5. Additional Expenditures

- a. Vehicles
 - i. Sheriff – 3 (1 for dog handler / 2 cruisers)
 - ii. Inspections – 1 (small pickup)
 - iii. Buildings and Grounds and Solid Waste – 2 (1 – F250 / 1 – F150)
- b. Salary/Vacation Payouts – Greg Gregory and Tommy McDaniel (approximately \$10K)
- c. Capital Outlay – Courthouse / Senior Center / Sheriff Building - \$37K
- d. Carpet in Tax / Water / Planning - \$13K
- e. Medical Building – Remove Wallpaper / Sand / Paint - \$29K
- f. Public Works – 1 tractor with mower (consensus to look into a contract for mowing)
- g. Property & Liability – (+3%)
- h. Workers' Compensation – (+5)
- i. Miscellaneous Annual Increases (EMS, CC/EM, Technology Leases, etc.)
 - i. Appropriations
 - 1. COA – Reduce to \$35K
 - 2. Harmony Café - \$500
 - 3. Hwy 17 / 64 - \$2K
 - 4. NCAlliance - \$2K
 - 5. EMS – 3% Increase
 - 6. Central Communications / Emergency Management - \$2K
 - 7. DSS Building Upgrade - \$14K (carpet and paint)
 - 8. Planning – Fee Restructure
 - 9. Museum - \$1K

6. Revenues

- a. 19-20 Projections – None to date
- b. Fund Balances - \$6.5M
- c. Solid Waste Fee – Solid Waste Fee (Proposed @ \$75.00 per household per year) Collection through Tax Department

Other Matters Discussed

- Increased Emphasis on Safety Training
- Solar Inspections – Include propane along with natural gas

Upcoming Meetings

- May 2, 2019; 2:00 PM – Select Departments and Budget Review
- May 23, 2019; 6:00 PM – Budget Review

- June 3, 2019; 7:00 PM – Public Hearing and Budget Adoption

There being no further matters for discussion Chairman White called for a motion to adjourn.

Motion to adjourn.

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

Chairman White adjourned the work session at 4:30 PM.

Tom White, Chairman
Camden County Board of Commissioners

ATTEST:

Karen M. Davis
Clerk to the Board