

**Camden County Board of Commissioners**  
**September 9, 2019**  
**Closed Session – 6:00 PM**  
**Regular Meeting – 7:00 PM**  
**Historic Courtroom**  
**Camden, North Carolina**

**MINUTES**

The regular meeting of the Camden County Board of Commissioners was held on September 9, 2019 in the Historic Courtroom, Camden, North Carolina.

**CALL TO ORDER**

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

**CLOSED SESSION**

**Motion to go into Closed Session to discuss property acquisition and personnel.**

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

**Motion to come out of Closed Session.**

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

The Board came out of Closed Session at 6:40 PM and was recessed by the Chairman until 7:00 PM.

At 7:00 PM Chairman White reconvened the Board of Commissioners for its regular meeting and welcomed everyone in attendance.

**INVOCATION & PLEDGE OF ALLEGIANCE**

Rev. Bill Blake gave the invocation and led in the Pledge of Allegiance.

**ITEM 1. PUBLIC COMMENTS**

---

Brenda Bowman of Trestles Court included the following information in her remarks:

- *Citizen News* recently published
- National Cleanup Day – September 21, 2019
- Camden Heritage Festival – May 2020

**ITEM 2. CONSIDERATION OF AGENDA**

---

**Motion to approve the agenda as presented.**

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

**ITEM 3. CONFLICT OF INTEREST DISCLOSURE STATEMENT**

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

**ITEM 4. PRESENTATIONS**

- A. YouthVoice Conference – Adriane Navolis reported on her experience as a YouthVoice delegate at the National Association of County Commissioners Annual Conference in Greensboro, NC.
- B. CMS Junior Beta Club – Club Advisor Star Brinner and members of the CMS Junior Beta Club reported on their accomplishments at the recent Beta Club State and National Conventions.
- C. Regional Advisory Council – Gwen Wescott included updates on the following in her report from a recent meeting of the Regional Advisory Council:
  - Senior Nutrition Program
  - Dementia and Caregiving Program
  - Scam Alerts
  - Senior Recognition Day
  - Santa’s Bags Program
- D. Broadband Update – County Manager Ken Bowman presented an update on behalf of Eastern Shore Communications and included the following:
  - Eastern Shore Communications is working with NCDOT and NCDENR (NC Dept. of Environment and Natural Resources) to secure county-wide permits.
  - Environmental is complete and signed off through USDA.
  - Phase I will bring fiber from the north water tower to the south water tower via the County Office and Library. The point of connection to MCNC (Microelectronics Center of NC) will be at the Shipyard Road/343 intersection.
  - Eastern Shore Communications is working on a plan to extend fiber to the Camden Business Park.
  - Plans have been submitted to Public Works to install wireless equipment on the two water towers. Plans are under review by County Staff.
  - Plans no longer call for telecommunication shelters to be constructed on County property (at the two water towers). The alternative plan is to have a small enclosure on an elevated (2 feet) wooden pedestal with room for a generator and propane tank. This dramatically reduces the footprint to perhaps 30 to 40 square feet. ESC requests the Board of Commissioners to approve the start of construction at the towers and install the wireless equipment in the October/November timeframe.

**South Camden Water & Sewer District Board of Directors**

Chairman White recessed the meeting of the Board of Commissioners and called to order the South Camden Water & Sewer District Board of Directors Meeting.

Public Comments – None

Consideration of the Agenda

**Motion to approve the agenda as presented.**

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

New Business

A. Monthly Report – David Credle

*South Camden Water & Sewer Board  
Monthly Work Order Statistics Report  
Period: July 2019*

	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
Water/Distribution	109	109	100%	0
Sewer/Collection	3	3	100%	0

Locates:

Water Line: 63

Sewer Line: 5

Water & Sewer, same ticket: 0

Hydrant flow test: 57

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

Water treated at the water treatment plant in July: 11,753,970 gallons.

Daily average water usage for July: 371,319 gallons.

Current treatment capacity at the water treatment plant: 720,000 gallons per day.

SOUTH CAMDEN WATER & SEWER BOARD									
MONTHLY WATER STATISTICS REPORT									
Date	Work Orders Submitted	Percentage Complete	Uncompleted	Water/Distribution	Sewer/Collection	Water Locates	Sewer Locates	Water/Sewer Locate	Hydrant Flow Test
2018									
July	93	100%	0%	86	7	90	10	14	1
August	110	100%	0%	110	0	81	28	1	5
Sept	86	100%	0%	84	2	109	34	13	0
Oct	71	100%	0%	68	3	75	17	13	12
Nov	77	100%	0%	76	1	124	7	48	7
Dec	121	100%	0%	120	1	134	6	12	7
2019									
Jan	99	100%	0%	99	0	125	4	15	0
Feb	63	100%	0%	63	0	180	11	1	9
March	104	100%	0%	103	1	153	8	4	27
April	106	100%	0%	104	2	99	10	44	13
May	87	100%	0%	85	2	126	8	12	11
June	75	100%	0%	75	0	58	9	6	9
July	112	100%	0%	109	3	63	5	0	57
August									

**Motion to approve the monthly report as presented.**

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

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

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

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

Chairman White reconvened the meeting of the Board of Commissioners.

**ITEM 5. PUBLIC HEARING**

A. Ordinance 2019-09-01 Rezoning Application

**Motion to go into Public Hearing for Ordinance 2019-09-01 Rezoning Application.**

**RESULT:** PASSED [UNANIMOUS]  
**MOVER:** Clayton Riggs, Vice Chairman  
**AYES:** White, Krainiak, Meiggs, Riggs, Munro

Zoning Officer Dave Parks introduced the applicant Eric Wood. Mr. Wood stated that it is his intention to cut the two-acre lot down to one-acre lots. It is his request that the property be rezoned from Rural Residential to Village Residential.

Dave Parks gave an overview of the property maps and presented the Staff Report.

**STAFF REPORT**  
**UDO 2019-06-23**  
**Zoning Map Amendment**

**PROJECT INFORMATION**

<b>File Reference:</b> UDO 2019-06-23	<b>Application Received:</b> 6/21/2019
<b>Project Name:</b> N/A	<b>By:</b> Dan Porter, Planning Director
<b>PIN:</b> 02-8934-04-52-4826	<b>Application Fee paid:</b> \$706.00 Check #1177
<b>Applicant:</b> Eric Wood	<b>Completeness of Application:</b> Application is generally complete
<b>Address:</b> 121 White Cedar Ln Camden, NC	<b>Documents received upon filing of application or otherwise included:</b>
<b>Phone:</b> (252) 339-9855	A. Rezoning Application
<b>Email:</b>	B. Deed
<b>Agent for Applicant:</b>	C. GIS Aerial, Current zoning, Comprehensive Plan Future Land Use and CAMA Land Use Plan Suitability Maps
<b>Address:</b>	D. Neighborhood Meeting Comments
<b>Phone:</b>	E. Zoning Comparison RR/MX and RR/VR
<b>Email:</b>	
<b>Current Owner of Record:</b> Applicant	
<b>Meeting Dates:</b> 7/11/2019 7/17/2019	
	<b>Neighborhood Planning Board</b>

**REQUEST:** Rezone approximately 15.64 acres from Rural Residential (RR) to Mixed Use (MX) on property located adjacent to 204 and 208 Country Club Road in Courthouse Township.

**From:** Rural Residential (RR) – Article 151.3.5.3 (Purpose Statement)

The Rural Residential (RR) district is established to accommodate low density residential neighborhoods and supporting uses on lots near bona fide farms and agricultural areas in the rural portion of the County. The district is intended to accommodate residential development in ways that will not interfere with agricultural activity or negatively impact the rural character of the County. One of the primary tools for character protection is the requirement to configure residential subdivisions of more than five lots as

conservation subdivisions. The conservation subdivision approach seeks to minimize the visibility of new residential development from adjacent roadways through proper placement and screening. The district accommodates several differing agricultural uses and single-family detached homes. It also allows supporting uses like educational facilities, parks, public safety facilities, and utilities. District regulations discourage uses that interfere with the development of residential dwellings or that are detrimental to the rural nature of the district.

**To:** Mixed Use – Article 151.3.5.6 (Purpose Statement)

The Mixed Use district accommodates a diverse mix of uses on lands well served by public sewer and located within the core portions of the County's designated village centers. The district is intended to foster functional neighborhoods where County residents and visitors can live, work, shop, and recreate without travelling large distances between differing uses. Buildings are built close to the sidewalk and one another and served by public gathering areas that create places for people to congregate and interact. Off-street parking and service areas are located to the sides and rears of buildings to help ensure a continuity of building facades along street edges and to avoid areas that are unsafe or undesirable for pedestrians. The district encourages a fine-grained network of streets and pedestrian ways that allow a wide freedom of movement and choices in transportation mode. Uses are located in close proximity to one another and rely on design techniques to maintain compatibility instead of large yards, deep setbacks, and suburban-style vegetative buffers. The district allows a wide variety of housing types to promote population density and to support nearby retail, dining, and entertainment establishments. The district discourages the establishment of single-use, monolithic, and automobile-oriented forms of development that require large areas of off-street parking, large floorplates, or that fail to cater to pedestrians.

**SITE DATA**

Lot size: Approximately 15.64 acres.  
Flood Zone: X  
Zoning District(s): Rural Residential (RR)  
Existing Land Uses: Farmland

**Adjacent Zoning & Uses:**

	North	South	East	West
Zoning	Rural Residential (RR)	Rural Residential (RR)	Rural Residential (RR)	Rural Residential (RR)/Neighborhood Residential (NR)
Use & size	Housing	Farmland	Farmland	Housing/Farmland

Proposed Use(s): Residential purposes.

Description/History of property: Property is located inside the Courthouse Core Village off Country Club road. Property was once in farm use until the passing of the owner and was sold to the current owner Mr. Wood.

**ENVIRONMENTAL ASSESSMENT**

**Streams, Creeks, Major Ditches:**

Distance & description of nearest outfall: It appears the property drains to the west through a culvert under Country Club Road and out to the Pasquotank River.

**INFRASTRUCTURE & COMMUNITY FACILITIES**

Water: Water lines are located adjacent to property along Country Club Road.  
Sewer: Not available.  
Fire District: South Camden Fire District.  
Schools: Impact calculated at Development stage.  
Traffic: Generation of traffic will be at development stage.

**PLANS CONSISTENCY**

**CAMA Land Use Plan Policies & Objectives:**

Consistent  Inconsistent

The CAMA Land Use Plan was adopted by the Camden County Board of Commissioners on April 4, 2005. The proposed zoning change is inconsistent in that the Future Land Use Maps has property identified as **Low Density Residential on 1-2 acres or greater**. However at the time the plan was adopted, the County had not considered connecting residential to sewer to allow for higher density residential development due to limited availability of sewer.

**2035 Comprehensive Plan**

Consistent  Inconsistent

The proposed zoning change is inconsistent with Comprehensive Plan (Adopted 2012) **Future Land Use Map as it shows the property to be Rural Residential**.

However the description of **Mixed Use** refers to providing higher density development on property located within the core portions of the county's designated village centers with the availability of water/sewer. This property located within Courthouse Core Village.

Also the description states:

It (*Mixed Use*) includes Camden Plantation, a proposed planned unit development north of Main Street in the South Mills core village area, development opportunities south of Country Club Road and south of US 158 in Courthouse/Camden,

Once sewer is available proposed zoning will allow for residential densities of up to lots on higher density of up 4.35 dwellings per acre a variety of housing types, and limited commercial uses.

The Comprehensive Plan also includes a zoning district **Village Residential** which allows for moderate density up to 4.35 dwellings per acre and a variety of housing types, without commercial uses. This type of district serves as a transition from village core and highway commercial to more rural areas.

**PLANS CONSISTENCY -- cont.**

**Comprehensive Transportation Plan**

Consistent  Inconsistent

Property abuts Country Club Road.

**Other Plans officially adopted by the Board of Commissioners**

N/A

**FINDINGS REGARDING ADDITIONAL REQUIREMENTS:**

Yes  No  **Will the proposed zoning change enhance the public health, safety or welfare?**

Reasoning: The proposed zoning change will enhance the public health, safety, or welfare as it will allow for higher density residential uses to support commercial uses nearby, with the availability of water and sewer. Sewer currently not available at this time. Based on location of property and surrounding uses, residential development on smaller lots

Yes  No  **Is the entire range of permitted uses in the requested classification more appropriate than the range of uses in the existing classification?**

Reasoning: Uses in the requested zoning classification are more appropriate as it offers a mix of residential and commercial options.

**For proposals to re-zone to non-residential districts along major arterial roads:**

Yes  No  **Is this an expansion of an adjacent zoning district of the same classification? N/A**

Reasoning:

Yes  No  **What extraordinary showing of public need or demand is met by this application? N/A**

Reasoning:

Will the request, as proposed cause serious noise, odors, light activity, or unusual disturbances?

Yes  No  Reasoning: All uses permitted in the requested zoning classification should not cause any serious noise, odors, light activity, or unusual disturbances.

Does the request impact any CAMA Areas of Environmental Concern?

Yes  No  Reasoning: Property is outside any CAMA Areas of Environmental Concern.

Does the county need more land in the zoning class requested?

Yes  No  Reasoning: In the appropriate location.

Is there other land in the county that would be more appropriate for the proposed uses?

Yes  No  Reasoning: The Commercial uses permitted in the Mixed Use District are more apt to be located along the commercial area of U.S. 158 and portions of NC 343.

Yes  No  Will not exceed the county's ability to provide public facilities:

The proposed zoning will have an impact on all public facilities, how much will be determined at the development of the property.

Schools –  
 Fire and Rescue –  
 Law Enforcement –  
 Parks & Recreation –  
 Traffic Circulation or Parking –  
 Other County Facilities –

Yes  No  Is This A Small Scale "Spot" Rezoning Request Requiring Evaluation Of Community Benefits?

If Yes (regarding small scale spot rezoning) – Applicants Reasoning:

	Personal Benefits/Impact	Community Benefits/Impact
With rezoning		
Without rezoning		

STAFF COMMENTARY:

The applicant seeks to develop a small portion of the property in the near future and prepare to develop the remainder with higher density uses when sewer becomes available. The property is not currently served by sewer but one of the County's top CIP projects includes building sewer to the Country Club/ US 158 intersection. The requested zoning to **Mixed Use** is somewhat consistent the Comprehensive Plan as it relates to higher density and is within the Courthouse Village area; however the location may not be suited for commercial businesses since it is approximately 2 miles from the Courthouse Core and one mile from the US 158 commercial corridors.

The staff's opinion is that as the Courthouse Village area grows, plans should include providing sewer along Country Club Rd. to encourage moderate to higher density housing within the village. However this property is best suited to serve as a transition from the village core to more rural surroundings.

**Consistency statement:**

The requested zoning to **Mixed Use** is inconsistent with both the CAMA plan as it shows the property as low density residential.

The requested zoning is inconsistent with the Comprehensive Plan Future Land Use Map but is consistent with the objective of encouraging higher density housing within the Courthouse Village boundaries.

Excerpt from Comprehensive Plan – Vision Statement

"New development will be focused within targeted core areas to breathe new life into established county villages and to efficiently use existing and planned infrastructure and public resources. New housing choices will be made available to serve families, young professionals, and retirees. Rural areas will maintain prominence in the county, and will continue to serve agricultural and forestry production and low density residential development."

**Recommendation:**

Planning Staff recommends Rezoning Application (UDO 2019-06-23) from Rural Residential (RR) to Mixed Use (MX) be modified and to rezone the property to Village Residential (VR)

**Staff recommendation: Village Residential (Purpose Statement)**

The Village Residential (VR) district is established to accommodate a wide range of residential and institutional use types at modest densities on lots within and adjacent to designated village centers. The district allows duplexes, live/work units, single-family attached and single-family detached dwellings, but does not allow mobile homes, manufactured homes, or conservation subdivisions. As a means of creating compact, functional neighborhoods, the district also allows a wide variety of institutional uses, including community centers, day care, schools, assisted living, religious institutions, parks, and utilities. Lots served by public sewer may have reduced minimum lot sizes and building height is measured from the base flood elevation. District regulations are intended to support the County's investment in infrastructure by encouraging the development of compact, vibrant neighborhoods with a variety of house sizes and types that are located in close proximity to complementary institutional uses. Low density development comprised of uniform building types or styles is discouraged.

**Planning Board recommendation:**

**Consistency Statement:**

The requested zoning is consistent with the objective of the Comprehensive Plan as it encourages higher density housing within the Courthouse Village boundaries.

Excerpt from Comprehensive Plan – Vision Statement

"New development will be focused within targeted core areas to breathe new life into established county villages and to efficiently use existing and planned infrastructure and public resources. New housing choices will be made available to serve families, young professionals, and retirees. Rural areas will maintain prominence in the county, and will continue to serve agricultural and forestry production and low density residential development."

**Motion passed: 5-0 Vote.**

**Planning Board** recommended approval of rezoning the 15.64 acre tract from Rural Residential (RR) to Village Residential (VR).

**Motion passed: 5-0 vote.**



**Zoning Map Amendment Application**

**OFFICIAL USE ONLY:**  
 UDO Number: 2019-6-23  
 Date Filed: 6-21-19  
 Amount Paid: 706.00  
 Received By: Dan Porter / RP

**Contact Information**

<b>APPLICANT</b>		<b>PROPERTY OWNER</b>	
Name: <u>Eric Wood</u>	Name: <u>SAME</u>	Name: _____	Name: _____
Address: <u>121 White Cedar Ln Camden, NC 27921</u>	Address: _____	Address: _____	Address: _____
Telephone: <u>252-339-9855</u>	Telephone: _____	Telephone: _____	Telephone: _____
Fax: _____	Fax: _____	Fax: _____	Fax: _____
Email: <u>uscgwood@msn.com</u>	Email: _____	Email: _____	Email: _____

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: \_\_\_\_\_

**Property Information**

Physical Street Address: NEAR 204 AND 209  
 Location: COUNTRY CLUB RD  
 Parcel ID Number(s): 028939045248260000  
 Total Parcel(s) Acreage: 15.64  
 Existing Land Use of Property: FARM

**Request**

Current Zoning of Property: RR Proposed Zoning District: MX  
 Total Acreage for Rezoning: 15.64 Are you rezoning the entire parcel(s):  Yes  No  
 Metes and Bounds Description Provided:  Yes  No  
 Community Meeting, if applicable: Date Held: \_\_\_\_\_; Location: \_\_\_\_\_

I, the undersigned, do certify that all of the information presented in this application is accurate to the best of my knowledge, information, and belief. Further, I hereby authorize county officials to enter my property for purposes of determining zoning compliance. All information submitted and required as part of this application process shall become public record.

[Signature] \_\_\_\_\_ 6-21-19 \_\_\_\_\_  
 Property Owner(s)/Applicant Date

Note: Form must be signed by the owner(s) of record, contract purchaser(s), or other person(s) having a recognized property interest. If there are multiple property owners/applicants, a signature is required for each.

**Zoning Change Application Questions**

The UDO requires the Board to consider to principal issues when considering an application for a zoning change. Please respond to each issue in the space provided below or on a separate sheet.

(A) How will the proposed zoning change enhance the public health, safety or welfare? (Article 151.585)

ALLOWS for Higher Density AND Commercial opportunities within the Core Village

(B) Is the entire range of permitted uses in the requested classification more appropriate than the range of uses in the existing classification? (Article 151.585)

Mixed use is new, AND has not been allowed previously, which would allow future growth commercially and residentially

(C) For proposals to re-zone to non-residential districts along major arterial roads (Article 151.586):

(1) Is this an expansion of an adjacent zoning district of the same classification?

(2) What extraordinary showing of public need or demand is met by this application?

Rezoning Application  
Page 2 of 2

Chairman White opened the floor for public comments on the rezoning application.

David Seymour of 114 Mandy Lane addressed the Board. Mr. Seymour spoke in opposition to the rezoning and believes it should be left as it is currently; two-acre lots.

William Dozier of 209 Country Club Road addressed the Board. Mr. Dozier spoke in opposition to the rezoning and expressed concern in regard to drainage issues and lot sizes.

Dave Parks reminded the Board that drainage concerns are addressed during the process of property development.

There being no further comments from the public Chairman White called for a motion to close the Public Hearing.

**Motion to close the public hearing for Ordinance 2019-09-01 Rezoning Application.**

**RESULT: PASSED [UNANIMOUS]**  
**MOVER: Clayton Riggs, Vice Chairman**  
**AYES: White, Krainiak, Meiggs, Riggs, Munro**

**Motion to consider Ordinance 2019-09-01 Rezoning Application at the next meeting to take place on October 7, 2019.**

**RESULT: PASSED [4-1]**  
**MOVER: Clayton Riggs, Vice Chairman**  
**AYES: White, Krainiak, Meiggs, Riggs**  
**NAY: Munro**

**ITEM 6. OLD BUSINESS**

**A. Travel Policy – Ken Bowman**

The travel policy was updated with travel guidance pertaining to per diem rates, credit card usage and mileage allowances for privately-owned vehicles.



**TRAVEL POLICY**

I. Purpose – The intent of this policy is to apply uniform provisions for reimbursement of necessary expenses of County employees or officials of the County who are required to travel within or outside the County boundaries in the performance of their duties and in the interest of County affairs. These policies are intended to apply to employees, board members, or other persons on official County business.

II. Policy Administration - The respective department heads are responsible for the administration of the provisions of this policy. Department heads are authorized to approve travel reimbursements for the employees under their supervision except where otherwise stated. For the purposes of administering this policy, Board Members or other County delegates or officials will be considered "employees" and thereby reimbursed per this policy. Expenses for family members will not be paid by the County and should be paid directly to the vendor by the traveling party. **NO MEALS ARE TO BE CHARGED ON COUNTY CREDIT CARDS.**

III. General Policy

A. Travel - Camden County recognizes that employees and officials are required to travel both within and outside the State of North Carolina for the purpose of representing the County at meetings and professional associations, as well as for training to enhance their skills regarding the performance of their various positions within the County Government.

It is inherently understood in this policy that an individual traveling on official County business is expected to exercise the same care in incurring expenses that a prudent person would exercise if traveling on personal business and expending personal funds. Excess costs, circuitous routes, delays, or luxury accommodations and services unnecessary, unjustified, or solely for the convenience or personal preference of the traveler in the performance of official County business are not acceptable under this standard, and travelers will be responsible for unauthorized costs and additional expenses incurred for personal preference or convenience.

Requests for travel approval should be submitted to the County Manager and Finance for pre-audit and approval 10 days prior to departure. Failure to have travel pre-approved may result in travel reimbursements being denied.

See Exhibit A at the end of the Policy for the Travel Request form.

B. Subsistence allowance – The following schedule shall be used for reporting allowable subsistence expenses incurred while traveling on official county business.

In State		Out-of-State	
Breakfast	\$8.00	Breakfast	\$15.00
Lunch	\$15.00	Lunch	\$17.00
Dinner	\$20.00	Dinner	\$22.00
	\$43.00		\$55.00

No receipts are required. Employees will be reimbursed for the amounts listed above regardless

of actual expenses. The stated amount also includes all tips. An exception to the above schedule will be applicable if the conference locations provide meals at a higher or lower amount than those in the schedule. See c. and d. below.

a. Daily Travel (overnight)  
Employees may receive allowances for meals for partial days or travel when the partial day is the day of departure or day of return. To be eligible, the employee must:  
-Breakfast – depart duty station prior to 6:00 am  
-Lunch – depart duty station prior to 10:00 am or return to duty station after 2:00 pm  
-Dinner – return to duty station after 8:00 pm, if stopping for dinner causes a return after 8:00 pm dinner will not be eligible. Example: If you stop in Williamston to eat at 6:30 for 30 minutes you will get back to your duty station at approximately 8:15. If you would not have stopped you would have made it back prior to 8:00 therefore dinner would not be reimbursable.

b. Daily Travel (not overnight)  
Normally, allowances shall not be paid to employees for lunches if travel does not involve an overnight stay. To be eligible for allowances for breakfast and dinner the employee must leave or return to their duty station in accordance with the schedule under overnight travel. Employees may be reimbursed for lunch when the employee's job requires his/her attendance at the meeting of a board, commission, committee or council in his official capacity and the meal is preplanned as part of the meeting. The normal reimbursement rates still apply.

c. Excess – No excess will be allowed for meals unless such costs are included in registration fees and/or there are predetermined charges for the meals.

d. Reduction – A reduction in the per diem schedule will occur when a conference location offers meals at a lower rate/cost than the County's schedule.

C. Mileage Allowance – Travel by privately owned vehicle when necessary and allowable will be reimbursed using the IRS reimbursement rate based on the shortest route of travel. The annual rate will be reported to staff and officials by the Finance Office annually.

D. Travel Reimbursement – The travel reimbursement form provided for the traveler should be turned in for reimbursement within 10 days of the employee's return. This form lists all mileage, private or public transportation, lodging, meals, registration, and other travel expenses which are reimbursable. Itemized receipts for lodging, registration, and private or public transportation are to be attached to and made a part of the reimbursement form. For taxis, airport shuttles, and buses, receipts may not be available or provided; therefore, attach, if possible. The reimbursement form must be approved by the department head and signed by the employee before being presented to the Finance Office for reimbursement.

See Exhibit B at the end of the Policy for the Travel Reimbursement form.

E. Transportation Cost of Employee – Payment of mileage allowance or actual cost of public transportation as applicable. If rental vehicles are used for both business and non-business purposes, reimbursement to the county for the non-business portion will apply.

IV. Authorized Travel Modes

A. County-owned Vehicle – This method of transportation is to be used whenever a county vehicle is available. Exceptions to this requirement must be approved by the County Manager. The department head may authorize reimbursement to the employee for exact operation expenses in circumstances where direct credit charges cannot be made to the county such as gas or unforeseen immediate needs for maintenance and the vehicle card is unavailable. (Please notify Maintenance, the Department Head and the Finance Officer as soon as reasonable.)

B. Private owned Vehicle – When no county vehicle is available, this mode may be used if specifically authorized by the appropriate department head and the County Manager. Travel by privately owned vehicle when necessary and allowable will be reimbursed using the IRS reimbursement rate based on the shortest route of travel. The annual rate will be reported to staff and officials by the Finance Office annually.

C. Transportation by Common Carrier – Reimbursement for air, rail, or bus fare is limited to business or coach fare, substantiated by a receipt. Quotes must be obtained from more than one (1) common carrier, if multiple carriers exist, and documentation that the lowest fare available was used must be submitted on the travel request form.

D. Rental Vehicles – Reimbursement of rental vehicle expenses will not be authorized without prior approval by County Manager. If approved, the rental vehicle should be secured at the lowest practical cost.

V. Travel Destination

A. Local Travel – County employees, who by the normal nature of their duties, are required to travel regularly within the county or district and are individually authorized by the appropriate department head, are eligible for reimbursement of transportation expense on a monthly basis.

B. Travel Outside the County/District – Approved travel expenses outside the county for county purposes or purposes in the best interest of the county, such as training, conferences, professional meetings, etc., may be reimbursed to the limits of the policy for:

1. Transportation cost
2. Lodging
3. Meals
4. Registration costs
5. Necessary incidental expenses (parking, tolls, etc.)

C. Lodging – To receive reimbursement for lodging expenses, an itemized hotel bill must be attached to the reimbursement form. Hotel room rates are allowable up to the federal government rate. The County Manager must approve room rates when they exceed the allowable rates.

D. Registration Cost – Registration costs should be paid directly by the County. When an employee personally pays a registration fee, a receipt for payment should be obtained and is preferable to a canceled check for reimbursement purposes. In addition, if the registration is paid for a class or exam and the employee has to retake the test/class due to non-compliance or failure, the employee is responsible solely for the payment. (No reimbursement will be made). Additional registration costs for recreational and entertainment activities will not be paid by the County. Meal functions are not included

in this requirement, and are eligible for payment by the County in lieu of the meal reimbursement payment.

E. Out-of-State Travel – Out-of-state travel begins when the employee leaves the State and remains in effect until the employee returns to the State. Out-of-state travel requests by employees and department heads must be approved by the County Manager.

F. Credit Card – Employees and officials authorized to use a County credit card may elect to use them instead of reimbursement for lodging, registration, and public or private transportation; however, meals are still subject to the meal rates listed in Section III. C. of the Policy. All receipts for expenditures must be submitted to the Finance Office in order for the expenditures to be approved.

G. Travel with Others – When two or more employees are traveling to the same destination, maximum use shall be made of special group travel discounts and joint use of the transportation including taxi cabs, County-owned, or privately owned vehicles. Travel with representatives of other government units is encouraged whenever possible for expense sharing.

H. Commuting – No reimbursement shall be made for use of a personal vehicle in commuting from an individual's home to his/her office.

I. Other Costs - Reasonable parking fees, tolls, taxi charges, and expenses of a similar nature, when appropriate to the travel, are reimbursable upon submission of appropriate documentation of the same. The Finance Officer or County Manager shall approve or disapprove all other expense reimbursements not clearly defined in the Policy or those which have been questioned.

VI. Extraordinary Travel or Cost

In instances of travel not covered by this policy, or where the actual necessary costs exceed the maximum reimbursement allowed and the travel is in the best interest of the county, the County Manager may approve reimbursement of actual cost beyond the maximums stated herein.

VII. Travel Expenses not Addressed by this Policy

Any travel expenses falling outside the realm of this policy must be approved by the County Manager.

VIII. Travel Advances

Hotel accommodations may be paid directly to the hotel in advance by County credit card. The itemized receipt must be turned in with your travel reimbursement.

IX. Travel Procedure

A. A Travel Request Form should be submitted to the Department Head for approval and forwarded to the Finance Department for pre-audit purposes. A Travel Advance Request should be included with this form if needed/requested.

B. Upon return, the Travel Reimbursement form and supporting itemized receipts (includes, hotel and allowable incidentals) must be submitted to the Department Head for approval. After approval by the Department Head, the form should be forwarded to the Finance Department.

C. The Finance Department will determine that the travel form and receipts have been properly approved, that they are mathematically correct, and that requested reimbursements agree to submitted receipts, when required, and are within the limits set by the Policy. If an error in the reimbursement request is found, the requesting party will be informed and the error will be corrected before payment is made.

D. Trip Cancellation - When an employee cancels an approved trip and the County has paid airfare, registration and other related fees or issued a travel advance, a memo must be sent to the Finance Department explaining the cancellation. Non-refundable expenditures will be reviewed on a case by case basis by the County Manager.

X. The following items are not reimbursable:

- (1) Any expense not supported by a receipt
- (2) Meals included in registration/conference
- (3) Travel to and from work place
- (4) Souvenirs from the trip
- (5) Items purchased to be used as door prizes or raffle items
- (6) Non-employee/board member expense
- (7) Alcoholic beverages
- (8) Any traffic fines
- (9) Entertainment expenses

This list is not all-inclusive. The Finance Officer or County Manager shall approve or disapprove all other expense reimbursements not clearly defined in the Policy or those which have been questioned.

Attachments:  
Exhibit A, Travel Authorization Form  
Exhibit B, Travel Reimbursement Form



## TRAVEL AUTHORIZATION

FOR OUT OF DISTRICT TRAVEL  
\*\*\* Please Fill Out Completely \*\*\*

Name: \_\_\_\_\_ Date of Request: \_\_\_\_\_

Reason for Travel: \_\_\_\_\_  
Attach a copy of Conference/Meeting/Workshop/Training Information

Destination: \_\_\_\_\_

List dates of Travel: \_\_\_\_\_

Meeting Begins \_\_\_\_\_ am/pm on \_\_\_\_\_ and Ends at \_\_\_\_\_ am/pm on \_\_\_\_\_

Did the County/Supervisor Request that you attend?  Yes  No  
Does this trip require overnight accommodations?  Yes  No Nights: \_\_\_\_\_  
(Leave more than two hours before or return more than three hours after usual work schedule/travel-day events)

**Approval To Travel**

Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_

County Manager: \_\_\_\_\_ Date: \_\_\_\_\_

**Estimated Cost**

Department Code: \_\_\_\_\_

**Registration:** \_\_\_\_\_ Cost: \_\_\_\_\_  
\$1,000 (if more than work day) (round up)

**Travel:** \_\_\_\_\_ Mode: \_\_\_\_\_ Miles: \_\_\_\_\_ Cost: \_\_\_\_\_  
(if more than work day) (round up) (total)

**Hotel:** \_\_\_\_\_ Number of Nights: \_\_\_\_\_ Rate Per Night: \_\_\_\_\_ Cost: \_\_\_\_\_  
(round up) (total) (total taxes)

**Meals:** \_\_\_\_\_ Number of Meals: \_\_\_\_\_ B \_\_\_\_\_ L \_\_\_\_\_ D \_\_\_\_\_ Cost: \_\_\_\_\_  
\$1,000 (total)

Other Expected Costs: \_\_\_\_\_ Cost: \_\_\_\_\_  
(total) (total)

**Total Estimated Cost of Travel:** \_\_\_\_\_

EXPLANATION FOR REQUESTED EXCEPTIONS TO TRAVEL POLICY: Supervisor Approval: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

APPROVED  DENIED COUNTY MANAGER SIGNATURE: \_\_\_\_\_

This instrument has been prepared in the manner required by the Local Gov Budget and Fiscal Control Act.



## TRAVEL REIMBURSEMENT REQUEST

(USE PER TRIP & PER PERSON)

NAME: _____		DEPARTMENT CODE(S): _____		POSTAGE: _____
HOME ADDRESS: _____		DEPT. SAY OR: _____		
EMPLOYEE WORK CODE: _____		DATE OF TRIP: _____		
FROM: _____	TO: _____	REASON FOR TRIP: _____		

EXPENSES:	DATE							TOTAL
1. BREAKFAST								
2. LUNCH								
3. DINNER								
4. TRAVEL INCIDENTALS*								
5. LOCAL TRANSPORTATION*								
6. TRANSPORTATION*								
7. LODGING**								
8. REGISTRATION FEES**								
9. GARNISHES**								
10. OTHER**								
11. AIR BUS TARIFFS**								
12. OTHER (SPECIFY)								

TRANSPORTATION: AIR ( ) PRIVATE CAR ( ) COUNTY CAR ( )

Private Car Miles Traveled: \_\_\_\_\_

\*MONTHLY TRAVEL DETAIL CLAIMED: \_\_\_\_\_ miles @ 58/mile \$ -

\*\*\*MILEAGE REIMBURSEMENT\*\*\*

TOTAL EXPENSES: _____	\$ -
PREVIOUSLY PAID BY COUNTY/EMPLOYEE OR COUNTY/EMPLOYEE:	\$ -
LESS CASH ADVANCE RECEIVED:	\$ -
AMOUNT DUE EMPLOYEE:	\$ -
AMOUNT DUE COUNTY:	\$ -

Signature of Finance Officer: \_\_\_\_\_

I CERTIFY THAT THE ABOVE EXPENDITURES ARE ACTUAL AND REASONABLE AND COMPLY WITH COUNTY TRAVEL POLICIES.

\_\_\_\_\_  
PERSONNEL

\_\_\_\_\_  
DATE

\_\_\_\_\_  
COUNTY MANAGER

5/20/11

**Motion to approve the travel policy mileage reimbursement at the current IRS rate at the time of travel.**

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

**Motion to approve the travel policy meal reimbursement as presented by the County Manager.**

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

**B. Library Lease Contract – Ken Bowman**

NORTH CAROLINA  
CAMDEN COUNTY

This TRIPLE NET LEASE AGREEMENT, made and entered into on the 1st day of, September 2019 by and between **Wilport LLC**, whose address is **P.O. Box 392, Powells Point, NC 27947**, and/or their assigns or successors, hereinafter referred to as "Landlord", and **Camden County**, whose address is **P.O. Box 190, Camden, NC 27921**, hereinafter referred to as "Tenant".

Section 1. Premises: Landlord hereby leases to the Tenant and Tenant hereby leases from the Landlord, upon terms and conditions hereinafter set forth that certain building: designed as Suite C, D, E & F (6,660 SF) situated at 104 Investors Way, Camden Business Park Camden, North Carolina and commonly known as TARK SHOPPES.

Section 2. Term: The term of this Lease shall be Two (2) Years, beginning in October 1, 2019, and ending September 30, 2021, unless terminated earlier as herein provided, or unless renewed as herein provided. The first Lease Year Anniversary shall be the date twelve (12) calendar months after the first day of the first full month of the Term hereof and successive Lease Year Anniversaries shall be the date twelve (12) calendar months from the previous Lease Year Anniversary.

Section 3. Option to Renewal: Landlord grants to Tenant the option to renew this Lease for additional Terms ("Option Term") on the same covenants and conditions as are herein contained, except as modified by this provision and agreement.

a. Exercise of the Option: The option shall be exercised by a writing delivered to Landlord by Tenant at least sixty (60) days prior to the expiration of the Term of this Lease.

b. Effect of Failure to Exercise Option: In the event Tenant shall fail to give Landlord written notice of its election to exercise its Option to renew this lease at least sixty (60) days; the expiration of the Term of this Lease, such option shall thereafter be and become null and void and of no further force and effect.

Section 4. Rental: The Tenant shall pay to the Landlord or its Agent without demand, an annual Lease Year Base Rental of FIFTY THREE THOUSAND TWO HUNDRED EIGHTY DOLLARS (\$53,280.00).

Plus Estimated Operating Costs of: Insurance \$.55/SF (\$3,663.00), Taxes \$.61/SF (\$4,462.20), Grounds Maintenance \$.30/SF (\$1,998.00), and Common Area Electric \$.45/00/monthly/Unit (\$21,600.00) for a total annual rental of SIXTY FIVE THOUSAND FIVE HUNDRED SIXTY THREE AND .20/100 DOLLARS (\$65,563.20), payable in equal monthly installments of FIVE THOUSAND FOUR HUNDRED SIXTY THREE AND .60/100 DOLLARS (\$5,463.60) per month rent in advance on the first day of each calendar month during the first Lease Year. Tenant is individually responsible for county water and trash removal. Rental for any period during the term hereof which is less than one month shall be the pro-rated portion of the monthly rental due.

Section 5. Late Charges: If Landlord fails to receive any rent payment within five (5) days after it becomes due, Tenant shall pay Landlord, as additional rental, a late charge equal to five percent (5%) of the overdue amount or \$100 whichever is greater, plus any actual bank fees incurred for returned or dishonored checks. The parties agree that such a late charge represents a fair and reasonable estimate of the cost Landlord will incur by reason of such late payment.

Section 6. Security Deposit: Tenant has in deposit with Landlord Agent \$3,243.60 as a security deposit which shall be held as security for the full and faithful performance by Tenant of each and every term, covenant and condition of this Lease. If any of the rents or other charges or sums payable by Tenant shall be overdue and unpaid or should payments be made on behalf of the Tenant, or should Tenant fail to perform any of the terms of this Lease, then Landlord or its Agent may, at its option, appropriate and apply the Security Deposit, or so much thereof as may be necessary, to compensate toward the payment of the rents, charges or other sums due from Tenant, or towards any loss, damage or expense sustained by Landlord resulting from such default on the part of the Tenant; and in such event Tenant shall upon demand restore the Security Deposit to the original sum deposited. In the event Tenant furnishes Landlord with proof that all utility bills have been paid through the date of Lease termination, and performs all of Tenant's other obligations under this Lease, the Security Deposit shall be returned in full to Tenant within thirty (30) days after the date of the expiration or sooner termination of the term of this Lease and the surrender of the Premises by Tenant in compliance with the provisions of this Lease. The Security Deposit may be placed in an interest bearing account and any interest thereon shall be the property of the party holding the same.

Section 7. Rent Adjustment: The Landlord reserves the right to increase the rental by an amount equaling the total increase in ad valorem taxes, hazard/general liability insurance premium and common area expenses, over the amounts in effect at the commencement date of this Lease Agreement. Said increase shall be divided by twelve (12) months, divided proportionately, and the result added to the monthly rent called for herein, beginning on the first month following notification of such increase.

Section 8. Utilities: The Tenant shall pay all charges for utilities, including but not limited to water, gas, electricity, light, heat, power and telephone or other communication service used, rendered or supplied upon or in connection with the leased property, and shall indemnify the Landlord against any liability or damages on such account. The Landlord shall not be liable for any failure of water supply, or electric, or any service by any utility, or injury to person or damage to property resulting from steam, gas, electricity, water, rain or snow which may flow or leak from any part of the leased property or from any pipes, appliances or plumbing works. Responsibility to pay for a utility service shall include all metering, hook-up fees or other miscellaneous charges associated with the installation and maintenance of such utility in said party's name.

Section 9. Common Area Expenses; Rules & Regulations: If the Premises are part of a larger building or group of buildings, Tenant shall pay as additional rental monthly, in advance, its proportionate share of common area maintenance expenses; common area electric, grounds maintenance and water expense (if not metered separately).

Section 10. Landlord Repairs: Landlord agrees to keep in good repair the roof, foundation, and exterior walls of the Premises (exclusive of all glass and exclusive of all exterior doors) and underground utility and sewer pipes outside the exterior walls of the building, except repairs rendered necessary by the negligence or intentional wrongful act of Tenant, its agents, employees or invitees. If the Premises are part of a larger building or group of buildings, then to the extent that the grounds are common areas, Landlord shall maintain the grounds surrounding the building, including paving, the mowing of grass, care of shrubs and general landscaping. Tenant shall promptly report in writing to Landlord any defective condition known to it which Landlord is required to repair and failure to report. Such conditions shall make Tenant responsible to Landlord for any liability incurred by Landlord for reason of such conditions. Tenant accepts the Premises in their present condition and as suited for the uses intended by Tenant.

Section 11. Tenant Repairs: Tenant shall, throughout the initial term of this Lease, and any extension or renewal thereof, at its expense, maintain in good order and repair the Premises, including the building, plumbing, electrical, heating and air conditioning equipment (including but not limited to replacement of parts, compressors, air handling units and heating units) and other improvements located thereon, except those repairs expressly required to be made by Landlord hereunder. Tenant is responsible for all expenses to eliminate clogged drains, maintain and pump septic tank if it becomes necessary or is required by the Health Department at interim inspections. Tenant shall at all times

keep all exterior entrances, all glass and show window moldings, all partitions, doors, fixtures, equipment, lighting, plumbing and other appurtenances thereto in good order, condition and repair, including replacement when necessary and reasonable periodic painting of the interior of the Leased Premises. Tenant shall be responsible for ensuring the sidewalk in front of the Leased Premises and any doorways, front or rear, are kept free of debris, snow or ice. Unless the grounds are common area of a building(s) larger than the Premises, Tenant further agrees to care for the grounds around the building, including paving, the mowing of grass, care of shrubs and general landscaping. Tenant agrees to return the Premises to Landlord at the expiration or prior termination of this lease, in as good condition and repair as when first received, natural wear and tear, damage by storm, fire, lightning, earthquake or another casualty alone excepted. Tenant, Tenant's employees, agents, contractors or subcontractors shall take no action which may void any manufacturers or installers warranty with relation to the Premises. Tenant shall indemnify and hold Landlord harmless from any liability, claim, demand or cause of action arising on account of Tenant's breach of the provisions of this paragraph.

Section 12. Alterations: Tenant shall not make any alterations, additions, or improvements to the Premises without Landlord's prior written consent. Tenant shall promptly remove any alterations, additions, or improvements constructed in violation of this Paragraph upon Landlord's written request. All approved alterations, additions, improvements will be accomplished in a good workmanlike manner, in conformity with all applicable laws and regulations, and by a contractor approved by Landlord, free of any liens or encumbrances. Landlord may require Tenant to remove any alterations, additions, or improvements (whether or not made with Landlord's consent) at the termination of the lease and to restore the Premises to its prior condition, all at Tenant's expense. All alterations, additions and improvements, which Landlord has not required Tenant to remove shall become Landlord's property and shall be surrendered to Landlord upon the termination of this Lease.

Section 13. Removal of Fixtures: Tenant may (if not in default hereunder) prior to the expiration of this Lease, or any extension or renewal thereof, remove fixtures and equipment which it has placed in the Premises, provided Tenant repairs all damage to the Premises caused by such removal. This does not include any leasehold improvement which will remain with the property. Ownership of all leasehold improvements transfers to Landlord upon tenant vacating the property.

Section 14. Events of Default: The happening of any one or more of the following events during the term of this Lease, or any renewal or extension thereof, shall constitute a breach of this Lease on the part of the Tenant: (a) Tenant fails to pay the rental as provided for herein (b) Tenant abandons or vacates the Premises; (c) Tenant fails to comply with or abide by and perform any other obligation imposed upon Tenant under this Lease; (d) Tenant is adjudicated bankrupt; (e) A permanent receiver is appointed for Tenant's property and such receiver is not removed within sixty (60) days after written notice from Landlord to Tenant to obtain such removal; (f) Tenant, either voluntarily or involuntarily, takes advantage of any debt or relief proceedings under any present or future law, whereby the rent or any part thereof is, or is proposed to be reduced or payment thereof deferred; (g) Tenant makes an assignment for benefit of creditors; or (h) Tenant's effects are levied upon or attached under process against Tenant, which is not satisfied or dissolved within thirty (30) days after written notice from Landlord to Tenant to obtain satisfaction thereof.

Section 15. Remedies Upon Default. Upon the occurrence of Event of Default, Landlord may pursue any one or more of the following remedies separately or concurrently, without prejudice to any other remedy herein provided, or provided by law: (a) If the Event of Default involves nonpayment of rental and Tenant fails to cure such default within five (5) days after receipt of written notice thereof from Landlord, or if the Event of Default involves a default in performing any of the terms or provisions of the Lease other than payment of rental and Tenant fails to cure such default within fifteen (15) days after receipt of written notice of default from Landlord, Landlord may terminate this Lease by giving written notice to Tenant and upon such termination shall be entitled to recover from Tenant damages as may be permitted under applicable law; or (b) If the Event of Default involves any matter other than those set forth in item (a) of this paragraph, Landlord may terminate this Lease by giving written notice to Tenant and upon such

termination, shall be entitled to recover from the Tenant damages in an amount equal to all rental which is due and all rental which would otherwise have become due throughout the remaining term of this Lease, or any renewal or extension thereof (as if this Lease had not been terminated); or (c) upon any Event of Default, Landlord, as Tenant's agent, without advertisement and by private negotiations and for any term Landlord deems proper, with Tenant being liable to Landlord for the deficiency, if any, between Tenants rent hereunder and the price obtained by Landlord on reletting, provided however, that Landlord shall not be considered to be under any duty by reason of this provision to take any action to mitigate damages by reason of Tenants default. In the event Landlord hires an attorney to enforce its rights upon default, Tenant shall in addition be liable for reasonable attorney's fees and all costs of collection.

Section 16. Condemnation: If the Leased Premises, or any part thereof, is taken by eminent domain, the Lease shall expire on the date when the Leased Premises shall be so taken, and the rent shall be apportioned as of that date. No part of any award shall belong to the Tenant.

Section 17. Indemnification: Except for claims arising out of acts caused by the affirmative negligence of the Landlord or its representatives, the Tenant shall indemnify and defend the Landlord and the Leased Premises, at the Tenant's expense, against all claims, expenses, and liabilities arising from (a) the management of any occurrence on or about the leased premises or any adjoining street or roadway; (b) any default by the Tenant hereunder; (c) any act of negligence by the Tenant or its agents, contractors, employees or licensees.

Section 18. Fire or Other Casualty Losses: If the Premises are totally destroyed by storm, fire, lightning, earthquake or other casualty, without the fault of the Tenant, this Lease shall terminate as of the date of such destruction and rental shall be accounted for as between Landlord and Tenant as of that date. If the premises are damaged but not wholly destroyed by any such casualties, without the fault of the Tenant, rental shall abate in such proportion as effective use of the Premises has been affected and Landlord shall restore Premises to substantially the same condition as before damage as speedily as is practicable, whereupon full rental shall recommence.

Section 19. Insurance: The Landlord shall keep the building containing the leased property insured against loss or damage by fire with extended coverage endorsement in an amount not less than eighty percent (80%) of the full insurable value as determined from year to year. The Tenant shall keep the leased property insured with a tenant owners policy for business personal property and betterments throughout the term of this Lease against claims for personal injury and property damage, under a policy of general public liability insurance, with such limits as may reasonably be requested by the Landlord from time to time, but not less than \$1,000,000 per occurrence and \$2,000,000 general aggregate as a combined single limit or \$1,000,000 bodily injury and \$1,000,000 property damage as a split limit, which insurance shall contain a special endorsement recognizing and insuring any liability accruing to Tenant and naming Landlord as additional insured. Tenant shall provide evidence of such insurance to Landlord prior to the commencement of the term of this Lease and provide annually an updated certificate of insurance to Landlord. Tenant must maintain insurance policy without lapse to remain in compliance with Lease. Tenant agrees to and hereby does indemnify and save Landlord harmless against all claims for damages to persons or property by reason of Tenant's use or occupancy of the Premises.

Section 20. Tax and Insurance Escalation: Tenant shall pay upon demand as additional rental during the term of this Lease, and any extensions or renewal thereof;  
 The amount by which all taxes on the Premises for each tax year exceed all taxes on the Premises for the tax year ; or  
 all taxes on the Premises for each tax year.

In the event the Premises are less than the entire property assessed for such taxes for any such tax year, then the tax for any such year applicable to the Premises shall be determined by proration on the basis that the rentable floor area of the Premises bears to the rentable floor area of the entire property assessed. If the final year of the Lease term falls to coincide with the tax year, then any excess for the tax year during which the term ends shall be reduced by the pro rata part of such tax year beyond the Lease term. If such taxes for the year in which the Lease terminates are not ascertainable before payment of the last month's rental, then the amount of such taxes assessed against the property for the previous tax year shall be used as a basis for determining the pro rata share, if any, to be paid by Tenant for that portion of the last Lease year.

Tenant shall further pay upon demand as additional rental during the term of this Lease, and any extension or renewal thereof:  
 the excess cost of fire and extended coverage insurance including any and all public liability insurance on the building over the cost of the first year of the Lease term for each subsequent year during the term of this Lease; or  
 all fire and hazard, and extended coverage insurance including any and all public liability insurance on the building.

Section 21. Tenant's Employment Responsibilities: The Tenant shall be responsible for and save the Landlord harmless from all wages, salaries, or other benefits due Tenant's employees. Tenant shall also be solely responsible for the acquisition and payment of any goods and/or services used or performed by the Tenant in the conduct of its business.

Section 22. Use of Premises: The Premises shall be used for **Camden County Library** purposes only and no other. The Premises shall not be used for any illegal purposes, nor in any manner to create any nuisance or trespass, nor in any manner to vitiate the insurance or increase the rate of insurance on the Premises. In the event Tenant's use of the Premises results in an increase in the rate of insurance on the Premises, Tenant shall pay to Landlord, upon demand and as additional rental, the amount of any such increase.

Section 23. Hazardous Waste: Tenant specifically agrees that, except for such limited quantities of office materials and supplies of such type and in such quantities as are customarily used in Tenant's personal business operations (which shall be used only in accordance with applicable law and any manufacturers or suppliers guidelines), Tenant shall not engage or permit at any time, any operations or activities upon, or any use or occupancy of the Premises, or any portion thereof, for the purpose of or in any way involving the handling, manufacturing, treatment, storage, use, transportation, spillage, leakage, dumping, discharge or disposal (whether legal or illegal, accidental, or intentional) of any hazardous substances, materials or wastes, or any wastes regulated under any local, state or federal law.

Tenant shall, during the Term, remain in full compliance with all applicable laws governing its use and occupancy of the Premises, including, without limitation, the handling, manufacturing, treatment, storage, disposal, discharge, use, and transportation of hazardous substances, materials or wastes, and any wastes regulated under any local, state or federal law. Tenant will remain in full compliance with the terms and conditions of all permits and licenses issued to it by any governmental authority on account of any or all of its activities on the Premises.

Section 24. Environmental Laws. (a) Tenant shall not bring onto the Premises any Hazardous Materials (as defined below) without the prior written approval by Landlord. Any approval must be preceded by submission to Landlord of appropriate Material Safety Data Sheets (MSD Sheets). In the event of approval by Landlord, Tenant covenants that it will (1) comply with all requirements of any constituted public authority and all federal, state, and local codes, statutes, ordinances, rules and regulations, and laws, whether now in force or hereafter adopted relating to Tenant's use of the Premises, or relating to the storage, use, disposal, processing, distribution, shipping or sales of any hazardous, flammable, toxic, or dangerous materials, waste or substance, the presence of which is regulated by a federal, state, or local law, ruling, rule or regulation (hereafter collectively referred to as "Hazardous Materials"); (2) comply with any reasonable recommendations by the insurance carrier of either Landlord or Tenant relating to the use by Tenant on the Premises of such Hazardous Materials; (3) refrain from unlawfully disposing of or allowing the disposal of any Hazardous Materials upon, within, about or under the Premises; and (4) remove all Hazardous Materials from the Premises, either after their use by Tenant upon the expiration or earlier termination of this Lease, in compliance with all applicable laws.

(b) Tenant shall be responsible for obtaining all necessary permits in connection with its use, storage and disposal of Hazardous Materials, and shall develop and maintain, and where necessary file with the appropriate authorities, all reports, receipts, manifests, filings, lists and invoices covering those Hazardous Materials and Tenant shall provide Landlord with copies of all such items upon request. Tenant shall provide within five (5) days after receipt thereof, copies of all notices, orders, claims or other correspondence from any federal, state or local government or agency alleging any violation of any environmental law or regulation by Tenant, or related in any manner to Hazardous Materials. In addition, Tenant shall provide Landlord with copies of all responses to such correspondence at the time of the response.

(c) Tenant hereby indemnifies and holds harmless Landlord, its successors and assigns from and against any and all losses, liabilities, damages, injuries, penalties, fines, costs, expenses and claims of any and every kind whatsoever (including attorney's fees and costs, expenses or claims asserted or arising under the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended, from time to time, and regulations promulgated thereunder, any so-called state or local "Superfund" or "Superlien" law, or any other federal, state or local statute, law or ordinance, code, rule, regulation, order or decree regulating, relating to, or imposing liability or standards of conduct concerning any Hazardous Materials) paid, incurred or suffered by, or asserted against, Landlord as a result of any claim, demand or judicial or administrative action by any person or entity (including governmental or private entities) for, with respect to, or as a direct or indirect result of, the presence on or under or the escape, seepage, leakage, spillage, discharge) emission or release from the Premises of any Hazardous Materials caused by Tenant or Tenant's agents, employees, invitees or successors in interest. This indemnity shall also apply to any release of Hazardous Materials caused by a fire or other casualty to the premises if such Hazardous Materials were stored on the Premises by Tenant, its agents, employees, invitees or successors in interest.

(d) If Tenant fails to comply with the Covenants to be performed hereunder with respect to Hazardous Materials, or if an environmental protection lien is filed against the premises as a result of the actions of Tenant, its agents, employees or invitees, then the occurrence of any such events shall be considered a default hereunder.

(e) Tenant will give Landlord prompt notice of any release of Hazardous Materials, reportable or non-reportable, to federal, state, or local authorities, of any fire, or any damage occurring on or to the Premises.

(f) Tenant will use and occupy the Premises and conduct its business in such a manner that the Premises are neat, clean and orderly at all times with all chemicals or Hazardous Materials marked for easy identification and stored according to all codes as outlined above.

(g) The warranties and indemnities contained in this Paragraph shall survive the termination of this Lease.



Exhibit A

CONSTRUCTION BY TENANT DURING TERM

Section 1. Tenant to Complete. If Tenant wishes to make changes to the Premises, such changes shall be completed pursuant to the provisions of the Lease and this Exhibit A. Tenant shall bear all costs of the improvements, which shall be performed by Tenant's general contractor ("Contractor").

Contractor shall complete construction to the Premises pursuant to final Plans and Specifications approved by Landlord and Tenant (the "Improvements"), in compliance with all applicable codes and regulations, any required permit or approvals, and recorded documents, and in a good and workmanlike manner free of defects. Tenant's selections of finishes and materials shall be indicated on the Plans and Specifications and shall be equal to or better than the minimum building standards and specifications.

Section 2. Requirements Prior to Commencement: Prior to commencing any work:

- a) Tenant's proposed Contractor and the Contractor's proposed principal subcontractors and suppliers shall be licensed and in good status with State and Local jurisdictions, licensing boards and/or the equivalent;
- b) Contractor shall submit to Landlord and Tenant a written bid for completion of the Improvements. Said bid shall include Contractor's overhead, profit and fees;
- c) Tenant or Contractor shall submit all Plans and Specifications to Landlord together with the location and use of any proposed staging areas, and no work on the Premises shall be commenced before Tenant has received Landlord's final written approval thereof, which shall not be unreasonably withheld, delayed or conditioned.
- d) Contractor shall complete all architectural and planning review and obtain all permits, including signage, required by the city, state or county in which the Premises are located; and;
- e) Contractor shall submit to Landlord verification of liability and workmen's compensation insurance adequate to fully protect Landlord and Tenant from and against any and all liability for death or injury to persons or damage to property caused in or about or by reason of the construction of any work done by Contractor or Contractor's subcontractors or suppliers; Landlord may determine the adequacy of such insurance, without limitation, in light of their consistency with the provisions in the Lease relating to Tenant's insurance.
- f) Unless otherwise waived in writing by Landlord, which waiver shall be in Landlord's sole discretion, Contractor shall provide payment and performance bonds in an amount equal to 100% of the estimate amount of Improvements.

Section 3. Landlord's Administration. Contractor and Contractor's subcontractors and suppliers shall be subject to Landlord's reasonable administrative control and supervision. Landlord shall provide Contractor and Contractor's subcontractors and suppliers with reasonable access to the Premises.

Section 4. Contractor to Comply with Procedures. During construction of the Improvements, Contractor shall adhere to the procedures shown in this Exhibit A, which represent Landlord's minimum requirements for completion of the Improvements.

Section 5. Proof of Payment. Upon completion of the Improvements, Tenant shall provide Landlord with such evidence as Landlord may reasonably request that the Contractor has been paid in full, and Contractor shall provide Landlord with the lien releases as requested by

Landlord, confirmation that no liens have been filed against the Premises or the Shopping Center. If any liens arise against the Premises or the Shopping Center as a result of the improvements, Tenant shall immediately, at Tenant's sole expense, remove such liens and provide Landlord evidence that the title to the Shopping Center and Premises have been cleared of such liens.

CONSTRUCTION POLICY

The following policies outlined are the construction procedures for the Shopping Center.

As a material consideration to Landlord for granting Landlord's permission to Tenant to complete the construction contemplated hereunder, Tenant agrees to be bound by and follow the provisions contained herein below:

Section 6. Administration.

- a) Contractors must notify Landlord in writing at Willport LLC, P.O. Box 392, Powells Point, NC 27947, attention Gary Woodson, Agent Representative, (252-491-8765 / 252-473-7240), prior to starting any work.
- b) As-built construction, including mechanical drawings and air balancing reports will be submitted at the end of each project.
- c) The Contractor must provide for the removal of all trash and debris arising during the course of construction. At no time are the building's trash compactors and/or dumpsters to be used by the Contractor's cleanup crews for the disposal of any trash or debris accumulated during construction. Landlord assumes no responsibility for bins. Contractor is to monitor and resolve any problems with bin usage. Bins are to be emptied on a regular basis and never allowed to overflow. Trash is to be placed in the bin at all times.
- d) All HVAC contractors must provide the following items to Landlord or its agent:
  - (i) plan showing the new ducting layout, all supply and return air grille locations and all thermostat locations, including the location of any fire dampers, and (ii) an Air Balance Report reflecting the supply air capacity throughout the suite, which is to be given to Landlord or its agent at the finish of the HVAC installation.
- e) Any problems with construction per the plan, will be brought to the attention of and documented to the Landlord. Any material and substantial changes that need additional work not described in the Plans and Specifications must be approved in writing in advance by Landlord.

Section 7. Premises and Shopping Center. Tenant shall make no alterations or improvements or do any other work which would result in diminished market value of the Premises or Shopping Center.

Section 8. Construction Requirements.

- a) All Life and Safety and applicable Building Codes will be strictly enforced (i.e., tempered glass, fire dampers, exit signs, smoke detectors, alarms, etc.); Tenant or its agent shall coordinate the same in advance with Landlord or its agent.
- b) Electric panel schedules must be brought up to date identifying all new circuits added.
- c) All electrical outlets and lighting circuits are to be properly identified. Outlets will be labeled on back side of each cover plate.
- d) All electrical and phone closets being used must have panels replaced and doors shut at the end of each day's work. Any electrical closet that is opened with the panel exposed must have a work person present.
- e) All electricians, telephone personnel, etc. will, upon completion of their respective projects pick up and discard their trash leaving the rooms clean. If this is not complied with, a cleanup will be conducted by the building janitors and the general contractor will be back charged for this service.
- f) Welding or burning with an open flame will not be done without prior approval of the Landlord or its agent. Fire extinguishers must be on hand at all times.
- g) Neither "anchoring" of walls or supports to the concrete or core drilling may be done during normal business hours. This work must be scheduled after hours.

h) All HVAC work must be inspected by Landlord or its agent. The following procedures will be followed by the general contractor: (i) a preliminary inspection of the HVAC work in progress will be scheduled through Landlord or its agent prior to the reinstallation of the ceiling grid, (ii) a second inspection of the HVAC operation will also be scheduled through Landlord or its agent and will take place with the attendance of the HVAC contractor's Air Balance engineer. This inspection will take place when the suite in question is read to be air-balanced. (iii) Landlord or its agent will inspect the construction on a periodic basis as well.

i) All existing thermostats, ceiling tiles, lighting fixtures and air conditioning grilles shall be saved and turned over to Landlord or its agents.

j) The work site and common areas involved must be kept clean at all times. Food and related lunch debris are not to be left in the construction

**Motion to approve the Library Lease Contract as presented.**

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

C. Revised Camden Code Chapter 150 Minimum Housing Code

The Revised Camden Code Chapter 150 Minimum Housing Code was first introduced to the Board at its August 5, 2019 meeting. The ordinance was not adopted in that a unanimous vote is required on the date of introduction for adoption. The vote taken on August 5, 2019 was as follows: 3 in favor, 2 opposed. Therefore the ordinance was placed on the agenda for consideration a second time.

Planning Director Dan Porter highlighted language in §150.20 that establishes the specific criteria for investigating possible code violations.

County Attorney John Morrison explained that the state statutes allow the County, operating under reasonable grounds, to adopt such an ordinance.

Commissioner Krainiak expressed concern in regard to the timeframe allowed for the property owner to take the necessary action to be in compliance with the ordinance.

Mr. Porter explained that the most important timeframe is the timeframe in which to hold a hearing.

**Motion to approve replacing the existing Chapter 150 Building Regulations: Construction with the Proposed Ordinance No. 2019-08-01.**

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

**Motion to direct the Building Inspections Division to conduct investigations according to Chapter 150.2 (C).**

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

**ITEM 7. NEW BUSINESS**

---

A. Monthly Tax Report – Lisa Anderson presented the tax report for July 2019.

**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>
2018	138,726.29	3,352.08
2017	45,579.11	3,485.49
2016	18,386.93	2,429.94
2015	12,075.15	1,084.23
2014	12,469.16	1,228.71
2013	8,537.80	4,851.16
2012	6,524.06	7,792.41
2011	4,769.87	6,447.23
2010	4,244.84	4,642.02
2009	3,978.27	4,513.59
TOTAL REAL PROPERTY TAX UNCOLLECTED		255,291.48
TOTAL PERSONAL PROPERTY UNCOLLECTED		39,826.86
TEN YEAR PERCENTAGE COLLECTION RATE		99.60%
COLLECTION FOR	2019 vs. 2018	10,179.61 vs. 10,326.91

**LAST 3 YEARS PERCENTAGE COLLECTION RATE**

2018	98.10%
2017	99.31%
2016	99.69%

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

ENDING July **2019**  
**BY TAX ADMINISTRATOR**

<u>41</u>	NUMBER DELINQUENCY NOTICES SENT
<u>55</u>	FOLLOWUP REQUESTS FOR PAYMENT SENT
<u>6</u>	NUMBER OF WAGE GARNISHMENTS ISSUED
<u>9</u>	NUMBER OF BANK GARNISHMENTS ISSUED
<u>11</u>	NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR TO DELINQUENT TAXPAYER
<u>0</u>	NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)
<u>0</u>	PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF TAX ADMINISTRATOR
<u>0</u>	NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO COUNTY ATTORNEY
<u>0</u>	NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR COLLECTION (I.D. AND STATUS)
<u>0</u>	REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS
<u>1</u>	NUMBER OF JUDGMENTS FILED

### 30 Largest Unpaid - Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	8,080.29	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8937-00-50-8036.0000	6,148.38	1	CLEVELAND WALSTON LE	CAMDEN	187 HERMAN ARNOLD RD
R	02-8934-01-18-6001.0000	6,080.72	1	LINDA SUE LAMB HINTON	CAMDEN	150 158 US W
R	02-8934-01-17-4778.0000	5,094.04	2	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	03-8899-00-45-2682.0000	4,392.64	10	SEAMARK INC.	SHILOH	HOLLY RD
R	01-7998-01-08-6797.0000	4,116.62	1	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	02-8935-02-66-7092.0000	3,817.05	1	B. P. ETHERIDGE HEIRS	CAMDEN	158 US E
R	03-8899-00-16-2671.2425	3,497.45	1	SPRING LOTUS LLC	SHILOH	141 EDGEWATER DR
R	02-8934-01-29-4617.0000	3,106.99	1	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	01-7080-00-53-1141.0000	3,105.52	2	EDWARD A ROSA SR	SOUTH MILLS	188 KEETER BARN RD
R	02-8934-01-18-8282.0000	2,746.15	1	BRIDGET CARTWRIGHT JOHNSON	CAMDEN	144 158 US W
R	03-9809-00-23-8838.0000	2,470.25	1	WILLIAM DAVID BYRUM	SHILOH	112 HIGH RD
R	02-8944-00-51-7111.0000	2,400.06	1	FLOYD & JUNE T. ETHERIDGE	CAMDEN	110 BILLETS BRIDGE RD
R	02-8945-01-18-8072.0000	2,359.83	1	GARY D. & BETH A. LOYD	CAMDEN	115 LISTER DR
R	02-8945-00-41-2060.0000	2,314.54	1	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	02-8935-01-08-8786.0000	2,268.66	1	LINWOOD GREGORY	CAMDEN	253 SLEEPY HOLLOW RD
R	03-8962-00-67-1021.0000	2,182.86	2	CECIL BARNARD HEIRS	SHILOH	WICKHAM RD
R	01-7080-00-62-1977.0000	2,062.78	9	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	01-7090-00-64-4058.0000	2,056.11	1	GODFREY RIDDICK	SOUTH MILLS	131 LILLY RD
R	03-8943-04-93-8214.0000	2,052.32	10	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	02-8944-01-18-8072.0000	2,042.88	1	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	01-7998-00-91-0179.0001	2,028.10	10	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8952-00-95-8737.0000	1,993.94	1	AUDREY TILLET	SHILOH	171 NECK RD
R	02-8944-00-36-1417.0000	1,927.24	1	ROSA ALICE FEREBEE HEIRS	CAMDEN	165 IVY NECK RD
R	01-7998-01-09-7155.0000	1,903.52	1	CORNELIUS P & GLORIA E FAXTON	SOUTH MILLS	1298 343 HWY N
R	01-7090-00-70-3221.0000	1,861.12	1	LONZO FISHER GREGORY	SOUTH MILLS	406 OLD SWAMP RD
R	02-8944-00-99-1027.0000	1,841.50	1	JOHNNIE MERCER HEIRS	CAMDEN	MCKIMMEY RD
R	01-7999-00-12-8596.0000	1,827.31	1	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	02-8943-01-17-1673.0000	1,807.18	1	WILDERED A. HAVRILLA	CAMDEN	374 COUNTRY CLUB RD
R	01-7999-00-12-8596.0000	1,760.33	1	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD

### 30 Oldest Unpaid - Real

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	8,080.29	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8899-00-45-2682.0000	10	4,392.64	SEAMARK INC.	SHILOH	HOLLY RD
R	01-7080-00-62-1977.0000	10	2,062.78	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-8943-04-93-8214.0000	10	2,052.32	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7988-00-91-0179.0001	10	2,028.10	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8952-00-95-8737.0000	10	1,993.94	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	10	1,927.24	ROSA ALICE FEREBEE HEIRS	CAMDEN	165 IVY NECK RD
R	01-7999-00-12-8596.0000	10	1,760.33	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7989-04-60-1568.0000	10	1,000.71	EMMA BRIE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	976.47	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	03-8962-00-50-0273.0000	10	900.00	DAISEY WILLIAMS BURNHAM	SHILOH	RAYMONS CREEK RD
R	01-7090-00-60-5052.0000	10	767.56	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	03-8909-00-24-6322.0000	10	627.21	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	02-8955-00-13-7846.0000	10	588.25	MARIE MERCER	CAMDEN	IVY NECK RD
R	02-8936-00-24-7426.0000	10	585.99	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	03-8980-00-61-1968.0000	10	281.80	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	01-7090-00-95-5262.0000	10	248.84	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-9809-00-45-1097.0000	10	202.10	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	03-8899-00-37-0046.0000	10	154.57	ELIZABETH LONG	SHILOH	HIBISCUS
R	03-8909-00-17-2462.0000	10	140.15	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	03-8980-00-84-0931.0000	9	120.38	CARL TRUSCHER	CAMDEN	218 BROAD CREEK RD
R	01-7998-01-08-6797.0000	8	4,116.62	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	03-8962-00-04-9097.0000	8	2,182.86	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8990-00-64-8379.0000	8	940.48	CHRISTOPHER FROST-JOHNSON	SHILOH	LITTLE CREEK RD
R	02-8935-01-07-0916.0000	8	710.94	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	03-8962-00-70-7529.0000	8	593.58	MARY SNOWDEN	SHILOH	WICKHAM RD
R	01-7989-04-90-0938.0000	8	541.44	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	03-8962-00-60-7648.0000	7	281.11	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD
R	03-8965-00-37-4242.0000	7	1,751.87	MICHAEL W. FORBES	SHILOH	302 SAMPSON HOOK RD
R	01-7091-00-64-6569.0000	7	1,190.03	CLARENCE D. TURNER JR.	SOUTH MILLS	STINGY LN

### 30 Largest Unpaid - Personal

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001709	2,252.99	10	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001476	1,043.30	2	ELIZABETH CITY	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001538	751.18	9	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0001046	712.40	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	680.34	8	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0002194	661.94	4	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0001072	587.82	10	PAM BUNDY	SHILOH	105 AARON DR
P	0001827	483.28	7	KAREN BUNDY	CAMDEN	431 158 US W
P	0001104	469.71	2	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0000295	412.03	2	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0001230	411.11	7	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001681	366.10	7	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0000297	349.77	2	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0000466	314.96	1	LAMBS OF CAMDEN	CAMDEN	152 HWY 158 W
P	0000445	294.16	3	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0001694	288.99	7	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0000772	288.86	4	COSBY BAKER	SOUTH MILLS	114 BINGHAM RD
P	0002924	272.82	1	PAUL BEAUMONT	SHAWBORO	106 DEERFIELD TRL
P	0001693	261.90	10	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001638	259.82	2	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN LOT 12
P	0001106	248.38	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001952	238.91	7	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0000905	232.45	1	KEVIN & STACY ANDERSON	SHILOH	AARON DR
P	0002442	200.37	2	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0000945	195.03	4	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0001546	177.59	1	GEORGE ROWLAND	CAMDEN	431 158 US W
P	0001673	177.05	10	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0001722	140.55	8	JANET LEARY	SOUTH MILLS	LINTON ROAD
P	0001976	137.83	1	ANA ALICIA MARTINEZ LOPEZ	SHILOH	110 AARON DR
P	0001150	136.45	2	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S

**30 Oldest Unpaid – Personal**

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001709	10	2,252.98	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001538	10	751.18	JEFFREY EDWIN DAVIS	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001046	10	712.40	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	10	680.34	LESLIE ETHERIDGE JR	CAMDEN	
P	0001072	10	587.82	PAM BUNDY	SHILOH	105 AARON DR
P	0001693	10	261.90	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001106	10	248.38	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001673	10	177.05	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0000248	10	128.38	ROBERT H. OWENS	CAMDEN	A STREET
P	0000316	10	115.56	JAMES P. JONES	CAMDEN	142 SANDHILLS RD
P	0001827	9	483.28	KAREN BUNDY	CAMDEN	431 158 US W
P	0001722	8	140.55	JANET LEARY	SOUTH MILLS	LINTON ROAD
P	0001639	8	123.29	CAREY FARMS, INCORPORATED	SOUTH MILLS	202 SHARON CHURCH
P	0001230	7	411.11	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001681	7	366.10	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001694	7	288.99	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	7	238.91	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0002194	6	661.94	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0000772	6	288.86	COSBY BAKER	SOUTH MILLS	114 BINGHAM RD
P	0001638	4	259.82	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN LOT 12
P	0000905	4	232.45	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR
P	0000945	4	195.03	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0001476	3	1,043.30	MIKE TAYLOR	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0000295	3	412.03	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000465	3	314.96	LAMBS OF CAMDEN	CAMDEN	152 HWY 158 W
P	0000846	3	294.16	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0000385	3	121.17	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND
P	0002921	3	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0000770	3	108.00	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
P	0002079	3	106.35	OCTAVIS BANKS III	SOUTH MILLS	262 OLD SWAMP RD

**Motion to approve the tax report as presented.**

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

**B. Milltown Boat Ramp**

County Manager Ken Bowman presented the Milltown Boat Ramp project bid recommendation.

The Milltown Boat Ramp was constructed in 2004 with funding assistance from CAMA ACCESS Grant. Over the years it has been used consistently but has also undergone significant deterioration due to many storms. In spring of 2018 the ramp became dangerous due to undercutting erosion at the submerged end of the ramp and was closed to the public.

The county contracted with a marine engineering consultant to prepare plans and specifications to repair and/or replace the, pier, rip rap, and bulkhead along with redesigning and replacing the boat ramp that may better weather the periodic storms.

The project went to bid in January 2018 but no bids were received due to the short timeframe objective and most contractors were busy in Wilmington with repairs resulting from major hurricanes.

The project was rebid in June with a completion date for December 2019. Two bids were received and reviewed by staff with the following recommendation: Approve contract for \$41,556 with Layden Marine Inc. for the repair and replacement of the Milltown Boat Ramp and Pier per the plans a specification included in the request for proposals of June 14, 2019.

**Motion to approve contract for \$41,556 with Layden Marine, Inc. for the repair and replacement of the Milltown Boat Ramp & Pier per the plans and specification included in the request for proposals of June 14, 2019.**

**RESULT:** PASSED [UNANIMOUS]  
**MOVER:** Clayton Riggs, Vice Chairman  
**AYES:** White, Krainiak, Meiggs, Riggs, Munro

**ITEM 8. BOARD APPOINTMENTS**

A. Parks & Recreation Advisory Board

**Motion to appoint Marc O’Neal to the Parks & Recreation Advisory Board.**

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

**ITEM 9. CONSENT AGENDA**

A. BOC Meeting Minutes – August 5, 2019

B. Budget Amendments

2019-20-BA008  
 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, 2020.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10399400-439900	Fund Balance Appropriated	\$ 11,525.00	
<b>Expenses</b>			
106600-545000	Contracted Services	\$ 11,525.00	

This Budget Amendment is made to appropriate funds for the School Facilities Needs Assessment.

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 9th day of September, 2019.

*Karen M. Davis*      *Tom White*  
 Clerk to Board of Commissioners      Chairman, Board of Commissioners



2019-20-BA009  
 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, 2020.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10399400-439900	Fund Balance Appropriated	\$ 41,359.00	
<b>Expenses</b>			
106110-521000	Rental of Buildings	\$ 41,359.00	

This Budget Amendment is made to appropriate funds for the updated lease for the Camden Library.

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 9th day of September, 2019.

*Karen M. Davis*      *Tom White*  
 Clerk to Board of Commissioners      Chairman, Board of Commissioners





E. Refunds Over \$100 – July 2019

REFUNDS OVER \$100.00			
Refunds	Remit To:	Reference	Transaction Date
\$748.55	Twiford Law Firm P.O. Box 669 Moyock, NC 27958	PIN: R01-7090-00-88-9284-0000 Paid taxes in error. Beingpaid by the mortgage Co.	6-18-19
\$748.55	TOTAL		
Submitted by <u><i>Lisa S. Anderson</i></u>		Date <u>8-8-19</u>	
Lisa S. Anderson, Tax Administrator Camden County			
Approved by <u><i>G. Tom White</i></u>		Date <u>9-11-19</u>	
G. Tom White, Chairman Camden County Board of Commissioners			

F. Refunds Over \$100 – August 2019

REFUNDS OVER \$100.00				CAMDEN COUNTY	Page 1
Refund\$	Remit To:	Reference:	Drawer/Transaction Info:		
393.13	CAMDEN CROSSING PROPERTY OWNER P.O. BOX 110 SHAWBORO NC 27973	2015 R 02-8935-02-89-7815.0000 value correction	20190903 99 246770		
393.13	CAMDEN CROSSING PROPERTY OWNER P.O. BOX 110 SHAWBORO NC 27973	2016 R 02-8935-02-89-7815.0000 value correction	20190903 99 246771		
786.26	Total Refunds				***
Submitted by <u><i>Lisa S. Anderson</i></u>		Date <u>9-3-19</u>			
Lisa S. Anderson, Tax Administrator Camden County					
Approved by <u><i>G. Tom White</i></u>		Date <u>9-11-19</u>			
G. Tom White, Chairman Camden County Board of Commissioners					

G. DMV Monthly Report

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County October Renewals Due 11/15/19

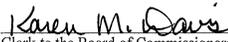
You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Administrator and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be 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
15,307.78	18,083.29	9,954.54	43,345.61

Witness my hand and official seal this 11<sup>th</sup> day of September 2019

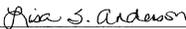
  
Chairman, Camden County Board of Commissioners

Attest:

  
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.

  
Tax Administrator of Camden County

H. Surplus Property Request

Department	Item	Disposal Method	Reason
JCPC	Dell Desktop	GovDeals	No longer needed
JCPC	Lenovo Laptop	GovDeals	No longer needed
Planning	2007 Durango SLT 4x4	GovDeals	Replaced
Elections	Lexmark Printer	GovDeals	Replaced

I. ~~Proposed County Logo & Tag Line~~ – Moved to **Other Matters** on agenda for discussion

J. Resolution 2019-09-01 Opposing Proposed Amendment 2 of the Southern Flounder Fishery Management Plan



Resolution 2019-09-01

**RESOLUTION OPPOSING PROPOSED AMENDMENT 2 OF THE SOUTHERN FLOUNDER FISHERY MANAGEMENT PLAN**

WHEREAS, the Camden County Board of Commissioners is aware that the members of the Carteret County Marine Fisheries Board is knowledgeable of relevant issues that would have a detrimental effect on the County's recreational and commercial fishermen; and

WHEREAS, members of Carteret County Marine Fisheries Advisory Board, some of whom are recreational fishermen and head boat operators familiar with the fishery of North Carolina, are greatly concerned about the proposed Amendment 2 of the Southern Flounder Fishery Management Plan; and

WHEREAS, the Camden County Board of Commissioners supports the position of the Carteret County Marine Fisheries Board concerning the proposed Amendment 2 based in part on the following:

- Southern flounder supports North Carolina's most economically important commercial finfish fishery and is an important recreational fishery in estuarine waters;
- The proposed Amendment 2 recommends a 62% reduction in fishing mortality the first year that includes the fall of 2019 and a 72% reduction the next year which will have devastating impacts to the fishing economies of Camden County;
- The Division of Marine Fisheries and the MFC have decided to pursue an accelerated timeline for adoption of Amendment 2, and have chosen fishing reduction goals that are not practicable or reasonable;
- The 10-year overfishing stoppage requirement where the biology of the particular fish, environmental conditions or lack of sufficient data are incompatible with professional standards for fisheries management;
- The stock assessments of southern flounder dated January 2017 and 2019 are technically sound and were peer-reviewed in a public setting by an outside group of reputable scientists;
- Commercial fishing efforts have been substantially reduced the last 18 years, with gill net yardage reduced, allowable fishing days reduced, reducing the number of

hours gill nets can be fished. From 2003 to 2015, we went from 1,000 to 300-pound nets - a 70% reduction, and completely closing fish areas;

- A high degree of uncertainty exists in the stock assessment including: (1) the lack of a comprehensive fishery independent index, (2) a lack of data for the offshore southern flounder component that are mostly older adult females, (3) a weak relationship between the spawning stock and the recruits they provide, (4) the unpredictable oceanic conditions where southern flounder spawn, (5) interannual variation in recruitment i.e., juveniles, and (6) a recent study by North Carolina State University that indicated environmental conditions may cause changes in the proportions of males and females that further complicate the management of this species;
- The DMF and MFC used 2017 (termed the terminal year) "removals" to achieve reductions. Fisheries experts recognize that the terminal year estimates contain the most uncertainty. The DMF could have used an average of the most representative years;

WHEREAS, these issues provide evidence that pursuing an accelerated version of an FMP Amendment, that was adopted after the 1997 Fisheries Reform Act (FRA), does not abide by the 10-year overfishing stoppage requirements of the FRA to develop sound management strategies for the conservation of southern flounder; and

WHEREAS, the Camden County Board of Commissioners supports management of southern flounder that incorporates the whole body of available evidence and considers the biology of the fish, environmental conditions, prior management actions, and uncertainties about the data;

NOW THEREFORE BE IT RESOLVED that the Camden County Board of Commissioners reaffirms its unwavering commitment to North Carolina's fishing industry by supporting the position of the Carteret County Marine Fisheries Board and strongly opposes Amendment 2 or any other action that would cause continued harm to the County's recreational and commercial fishermen.

This, the 9<sup>th</sup> day of September 2019.

  
Tom White, Chairman  
Camden County Board of Commissioners

ATTEST:  
  
Karen M. Davis, NCCCC  
Clerk to the Board of Commissioners



**K. DHHS Request – Operation Santa Claus Project**



NC DEPARTMENT OF  
**HEALTH AND  
HUMAN SERVICES**

ROY COOPER - Governor  
MANDY COHEN, MD, MPH - Secretary  
KODY KINSLEY - Deputy Secretary for Behavioral Health & IDD  
HELEN WOLSTENHOLME - DSHF Director  
MARSHA MEADOWS - Center Director

August 9, 2019

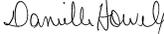
Camden County Commissioners  
P. O. Box 190  
Camden, NC 27921

Dear Commissioners,

As fall approaches, Caswell Developmental Center is busy planning for the upcoming Christmas season. We are, once again, seeking support for our *Operation Santa Claus Project* from the County Commissioners. We are requesting the amount of \$75,00. A successful project ensures that every individual who lives at the Center will receive \$75.00 worth of gifts on Christmas morning. Filling the Christmas wishes of all 298 residents including 1 resident from Camden County is quite an undertaking for the Volunteer Services Department. We are confident with the support of your County Commissioners the *Operation Santa Claus Project* will again be successful.

Caswell Developmental Center has been enhancing the quality of life for persons with intellectual and developmental disabilities and their families since opening its doors in 1914. We look forward to continuing our tradition of spreading Christmas cheer and hope the you will join us by contributing to our **2019 Operation Santa Claus Project by making a check payable to Caswell Center Foundation for OSC.** Thank you for your time and consideration of this request.

Sincerely,



Danielle Howell, Director  
Volunteer Services Department

DH: wl

Caswell Developmental Center is an agency of the State of North Carolina exempt from taxation under IRC Section 115 and an organization eligible to accept tax deductible contributions as defined in IRC Section 170.

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • CASWELL DEVELOPMENTAL CENTER

2415 West Vernon Avenue, Kinston, NC 28504

COUPLER 01 21 04

www.ncdhhs.gov • TEL: 252-208-4222 • FAX: 252-208-4238

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

Commissioner Garry Meiggs offered a motion to pull *Item I – Proposed County Logo & Tag Line* from the Consent Agenda for discussion and approve the Consent Agenda as amended.

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

---

**ITEM 10. COUNTY MANAGER’S REPORT**

County Manager Ken Bowman included the following in his report:

- M.B. Kahn Construction presentation on the school facility study – September 16, 2019; 6 PM at the Library
- Special Election – September 10, 2019
- 9/11 Ceremony – September 11, 2019; Courthouse Lawn; Moment of Silence, 8:46 AM
- Next Board of Commissioners Meeting – October 7, 2019
- Hurricane Dorian Situational Update

---

**ITEM 11. COMMISSIONERS’ REPORTS**

Chairman White expressed appreciation to the electric company employees who worked long hours to get power restored to the area in a timely manner.

Commissioner Meiggs expressed appreciation to the South Mills Volunteer Fire Department for their efforts during the hurricane.

Chairman Riggs expressed appreciation to all the first responders who worked and served in various capacities during the storm.

---

**ITEM 12. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES**

The following items were provided for information purposes:

- A. YTD Sales Tax Revenue Collections
- B. Register of Deeds Report
- C. JCPC Meeting Minutes
- D. Library Report

---

**ITEM 13. OTHER MATTERS**

Moved From Consent Agenda: I. Proposed County Logo and Tag Line

Commissioner Meiggs stated that to his recollection the logo was not brought to the Board for a vote. Therefore, the logo and tag line should not have been changed without approval from the Board. Commissioner Meiggs does not believe the tag line ‘Boundless Opportunities’ fits Camden County.

County Manager Ken Bowman stated that the decision to change the logo took place through the Administration Office and that the logo had been sent to the Board members informally in June for review and approval. The logo and tag line were designed by Emery Advertising in an effort to assist with County branding and marketing. It was Mr. Bowman’s recommendation that the logo be approved as presented.

**Motion to approve the logo as presented.**

<b>RESULT:</b>	<b>PASSED [4-1]</b>
<b>MOVER:</b>	Randy Krainiak, Commissioner
<b>AYES:</b>	White, Krainiak, Riggs, Munro
<b>NAYS:</b>	Meiggs

**ITEM 14. ADJOURN**

---

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

**Motion to adjourn.**

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

Chairman White adjourned the meeting of the Board of Commissioners at 8:42 PM.

---

Tom White, Chairman  
Camden County Board of Commissioners

ATTEST:

---

Karen M. Davis, NCCCC  
Clerk to the Board of Commissioners