

**Camden County Board of Commissioners  
Regular Meeting  
August 6, 2012  
7:00 P.M. - Regular Meeting  
Historic Courtroom, Courthouse Complex  
Camden, North Carolina**

**MINUTES**

The regular meeting of the Camden County Board of Commissioners was held on Monday August 6, 2012 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:

Chairman Sandra Duckwall,  
Vice Chairman Garry Meiggs, and  
Commissioners Randy Krainiak, Clayton Riggs, and Michael McLain.

Also attending were County Manager Mike Renshaw, and Clerk to the Board Ashley R. Honaker, and County Attorney John Morrison. Present for purposes of making a presentation(s) or providing supporting information for agenda items were the following persons: Planning Director Dan Porter, Dave Parks- Code Enforcement Officer, Lisa Anderson- Assistant Tax Administrator, and Roger Waldon and Leann King of Clarion Associates.

Chairman Sandra Duckwall called to order the August 6, 2012 meeting of the Camden County Board of Commissioners at 6:59 PM.

**Invocation and Pledge of Allegiance**

Commissioner Randy Krainiak gave the invocation and led those present in the Pledge of Allegiance.

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**Public Comments –**

Cooperative Extension agent Danelle Barco introduced the NCACC Youth Summit representative from Camden County, Jonathan Gay. Jonathan is a rising 9<sup>th</sup> grader at Camden County High School.

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**Consideration of Agenda**

Chairman Sandra Duckwall made a request to make the following amendments:

- Add item 8.A- Closed Session

Vice Chairman Garry Meiggs made a motion to approve the agenda as amended. At 7:02PM, the motion passed 5-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

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**Old Business**

*Item 3.A – Clarion Associates- Comprehensive Plan*

Planning Director Dan Porter introduced the item subject, stating that County staff were ending a twelve (12) month process in developing the County's Comprehensive Plan (PLAN). Mr. Porter explained that the following presentation was a synopsis of that Plan. The final draft of the Plan was not finalized. Mr. Porter opened the floor to Roger Waldon of Clarion Associates.

Mr. Waldon presented the following information to the Board:

- The draft 2035 Plan could be found in the Commissioners packets
- The draft Plan has been well received by both the respective Steering Committee, as well as the public
- The steering committee was a great group of Camden citizens to work with, and they worked very hard to put the Plan together
- The public comment throughout the process was very positive and public meetings were well attended
- The Planning Board met in July and has endorsed the Plan
- The steering committee met today and unanimously endorsed the Plan to be presented to the Board of Commissioners for adoption
- Clarion was very pleased with the cooperation with the Comprehensive Transportation Plan (CT Plan)
- Take notice of the booklet "Gateway To The Wild"; very informational piece but also can be used as a promotional piece

Mr. Waldon introduced Ms. Leann King of Clarion Associates. Ms. King presented the following information to the Board:

- The Plan's framework is as follows:
- Planning for Our Future Land Use
- Preserving and Enhancing Community Character
- Expanding Tourism and Recreation
- Fostering Mobility, Accessibility, and Safety
- Conserving Environmental Resources and Working Lands
- Serving Current and Future Residents
- The Plan focuses on a new development pattern; developing on the developed
- Major focus on maintaining the rural character of the County
- Major focus on partnering with private sector companies to get new development- sewer, energy, etc.
- Economic Development focuses on promoting current initiatives as well as future development opportunities, and Eco-tourism
- The future land use map consists of the following:
- Environmental preservation
- Rural preservation
- Rural residential
- Village residential
- Village mixed-use
- Village center
- Village commercial
- Village commercial corridor
- Crossroads commercial
- Mixed-use employment
- Marine commercial
- There were no recommended changes to the zoning map
- The Plan looks into increasing density and limiting sprawl
- The five (5) implementation strategies are:
- Incorporate Comprehensive Plan Evaluation as Part of Future Development Review
- Evaluate Need to Update Coastal Area Management Act

- (CAMA) Plan
- Identify Public-Private Partnerships to Develop Needed Infrastructure
- Identify New Infrastructure Priorities for County's Capital Improvement Program (CIP)
- Develop Action Plan for Updating County's Unified Development Ordinance (UDO)

Mr. Waldon concluded the presentation by stating that he was very proud of the Plan, and very impressed with the public outreach of the County. His hope for the Plan is that it becomes a living document. He suggested that after the Plan is adopted, that staff report annually on what components have been implemented the past year and what is scheduled for the upcoming year. He also suggested to keep in mind that the Plan should be updated every five (5) years.

Chairman Sandra Duckwall stated that while the Plan could be approved tonight, the Board would like to wait for the minor editorial changes to be finalized before it is approved.

*Item 3.B- Community Development Block Grant Scattered Site Policies*

Planning Director Dan Porter came before the Board to present the following:

- Planning staff have been going through the process of getting the CDBG-SS policies established
- The policies must be approved for the release of the grant funds

Commissioner Clayton Riggs made a motion to approve the CDBG-SS Policies. At 7:20pm, the motion passed 5-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

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**Public Meeting**

*Item 4.A- Sketch Plan North River Crossing Major Subdivision (UDO 2012-05-01)*

Dave Parks, Code Enforcement Officer, came before the Board to present the present the following information on the item subject:

- Proposed minor subdivision in Shiloh Township
- Proposed 88 lots, from Trotman Road to Ditch Bank Road
- Property zoned R2
- Property is located outside the 100 year flood zone
- Property is currently farm land
- Purpose of public meeting is to allow the developer to make changes prior to funding
- Process also requires a neighborhood meeting, which was held
- Some concerns were drainage, buffering, and one property line that must be adjusted on the County maps
- The sketch plan went to the Tech review on May 9<sup>th</sup>, 2012; SCWD approved
- Albemarle Regional Health Services requires 10% of property be perked; 3 of 9 lots failed due to soil drainage
- Shiloh Fire Department, Sheriff Department, Post Office, and Soil and Water Technician approved
- School system approved, with recommendation of a lots impact on school busses be reported, as well as bus shelters locations be built
- NCDOT requires a 10 foot right of way on Ditch Bank Road
- Parks & Rec approved with the recommendation of the developer paying the fees in lieu of recreational requirements of the ordinance
- The Planning Board recommended approval on June 20, 2012

Commissioners Clayton Riggs, Randy Krainiak, and Michael McLain all questioned the perk testing, lot sizes, and total acreage. Mr. Parks stated that the ordinance only requires that 10% of a proposed development be perked. The overall acreage is 106 acres, with a proposed 88 lots, requiring 9 lots to be perked. The Health Department is willing to re-consider if a drainage plan is included, which would need to be in place for approval. Mr. Parks then introduced the developer Mr. Tim Hess.

Tim Hess, of Seaboard Development Alliance, located at 1073 Bullard Court, Raleigh, NC. Mr. Hess' partner is Mr. Woody Perry, developer of Albemarle Plantation, Mount Herman Village, and Piney Acres. Mr. Perry is very familiar with the area. Mr. Hess stated that he was aware of the drainage issues, and that was why the easement was acquired that has been recorded with the County for ditch maintenance. Mr. Hess stated he was also planning for retention ponds, and additional ditching. Offsite drainage and water removal will be included. Planned roads and other impervious surfaces will equal 24%. Although 3 of the chosen lots did not perk, the Health Department has stated they are confident that the counter-drainage techniques will be adequate. Mr. Hess agreed that the School bus access and other requests would be met, and that the plan will be modified to correct the miss-represented property line.

Commissioner McLain questioned who would maintain the ditches and pond after the developer had gone. Mr. Hess stated that the homeowners contracts had already been drafted and recorded, and that the Homeowners Association would be responsible.

Commissioner McLain stated that there was recently a Development Agreement that was entered into, and asked Mr. Hess if he would be willing to enter into one. Mr. Hess stated that he was unaware of such agreement, and would request to review such document before agreeing or disagreeing to enter into one.

Commissioner McLain asked if there were any potential home designs. Mr. Hess stated that the subdivision would house only stick built homes, approximately 1800 to 2400 square feet, and that an architectural review board was in place.

Vice Chairman Garry Meiggs noted that the presented numbers for projected students per household were low comparatively to other numbers. County Attorney John Morrison asked what Mr. Hess anticipated the sales price of the homes would be. Mr. Hess stated that one home had been built, and was listed at \$210,000, and that those revenues would pay for school impacts.

Commissioner McLain stated that he would estimate 2-2.4 children per household, making the potential for over 200 children produced from the development. Mr. Hess responded that those numbers were dependent on who moved in, as well as the development being built in phases, not 92 homes built at once.

Mr. Hess also noted that they were looking at developing an open space buffer with a trail system versus a park located in the middle of the development. Commissioner Krainiak commented that with 86 developed acres, that leaves 20 acres open, and that does not add up to sufficient acreage for a recession pond and open space buffer. Mr. Hess noted that the plan was amendable and that he was willing to move the numbers around.

Chairman Duckwall stated that as part of the public meeting, the Board would now hear any public comments on the matter.

Terry Forehand, of 343 Trotman Road. Mr. Forehand stated that he was a teacher in Camden for 31 years, and that he thought the estimated student numbers were low. He stated that the proposed numbers would require 305 new teachers and rooms, with 2 additional buses. Budget restraints were a worry, as well as not wanting to see an over extension of the school system. He was also worried about stormwater flooding. Mr. Forehand presented the Board with pictures taken of the subject area during a heavy rain.

Buddy Tucker, of 617 Trotman Road. Mr. Tucker stated that he discovered that the developer had a impending default due to not reporting. Mr. Tucker questioned if the

developer could not turn in their own paperwork to keep their LLC active, how will they manage anything else. He also questioned with the land setting, how the developer planned on getting the water to flow 'up-hill' away from his property.

Randy Roberts, of 428 south 34 in Currituck, representing property on Trotman Road adjacent to development. Mr. Roberts explained to the Board that he requested to have a pond put in on his property, and first had to have the approval of his surrounding property owners. Now that the pond is installed, there is a Canadian goose problem, polluting water and destroying fields. These are just some things to consider.

Mr. Hess readdressed the Board to answer some issues brought up by the public; the geese are an uncontrollable issue that will have to be dealt with if and when it arises. The ditch expansion will not affect Mr. Tucker's property, and all paperwork and fees have been submitted. Mr. Morrison advised that this was not a legislative issue and the Board should not be concerned.

Chairman Duckwall thanked everyone who spoke, and stated that the Board would take everything under consideration.

### **New Business**

#### *Item 5.A – Proclamation- Hunger Action Month*

Commissioner Clayton Riggs read aloud the Hunger Action Month 2012 proclamation.

Commissioner Michael McLain made a motion to approve the proclamation. At 8:03pm, the motion passed 5-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

#### *Item 5.B- Cost Management Audit Services*

County Manager Mike Renshaw stated that staff was approached by the president of URS, which also operates TRS, which are both an NC based company. They provide services for utilities reduction. There is no upfront cost, and the fees are proportionate to the money saved/collected by the County. Their services and report will show the money to be saved, any billing errors, and the company keeps 35% of fees saved/collected with Camden keeping 65%.

Commissioner McLain stated that he would like to retain Turner Associates for real and personal property tax audits.

Mr. Morrison stated that he had not reviewed the contract, but that the general assembly had passed legislature prohibiting contingent fees between local governments and private tax auditors.

Mr. Renshaw noted that the respective law mentioned by Mr. Morrison would take effect July 1, 2013, with a two (2) year prohibition.

Commissioner Michael McLain made a motion to approve the contract with URS/TRS, with the addition of language concerning Turner Associates retaining those real and personal taxes. At 8:08pm, the motion passed 5-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

#### *Item 5.C- Recommendation of Bid Award, North River Campground Water Line Extension*

County Manager Michael Renshaw stated that on July 12, 2012, McGill Associates conducted a bid opening for the respective item subject. The results were that Peters & White Construction Company was the lowest responsive, responsible bidder with a total bid amount of \$181,525.00.

Commissioner McLain questioned County Attorney Morrison if he should be recused.

Chairman Duckwall declared a two (2) minute recess for Mr. Morrison to discuss matters with Commissioner McLain at 8:11pm.

The Board reconvened at 8:12pm.

Mr. Morrison recommended that Commissioner McLain does not need to recuse himself, but did commend him for his inquiry.

Vice Chairman Garry Meiggs made a motion to approve the recommendation of Bid Award as presented. At 8:12pm, the motion passed 5-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

*Item 5.D- Monthly Tax Report*

Assistant Tax Administrator Lisa Anderson presented the monthly tax report from May & June 2012 to the Board.

Commissioner Clayton Riggs made a motion to approve the presented monthly tax reports. At 8:14pm, the motion passed 5-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

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**Consent Agenda**

Commissioner Clayton Riggs made a motion to approve the Consent Agenda as presented. At 8:15pm, the motion passed 5-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

A. Draft Minutes- June 18, 2012, July 2, 2012

B. Tax Collection Report

C. Tax Refunds, Pickups, & Releases

D. Tax Authorization To Collect

<b>SOUTH MILLS</b>	<b>COURTHOUSE</b>	<b>SHILOH</b>	<b>TOTAL</b>
<b>16,631.28</b>	<b>20,955.27</b>	<b>10,365.11</b>	<b>47,951.66</b>

E. Volunteer Forms

F. Set Public Hearing; Ordinance 2012-07-02 Rezoning Application (UDO 2012-06-22)  
Steve Dail.

G. Resolution Declaring October 2, 2012 as Camden County Big Sweep 2012 Day

Resolution No. 2012-08-01

**A RESOLUTION OF THE  
CAMDEN COUNTY BOARD OF COMMISSIONERS  
DECLARING OCTOBER 6, 2012 AS  
CAMDEN COUNTY BIG SWEEP 2012 DAY**

Whereas, Camden County is rich in natural resources and beauty; and,

Whereas, water is a basic and essential need for all life; and,

Whereas, trash fouls our waterways as well as our landscapes; and,

Whereas, every citizen should contribute to keeping our environment clean and healthy by working together to preserve clean water and the natural beauty of our surroundings; and,

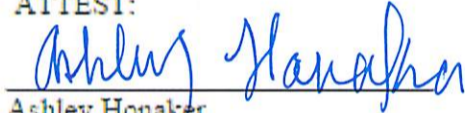
Whereas, North Carolina Big Sweep is a statewide and global community effort to retrieve trash from North Carolina's waterways and landscapes;

Therefore, Be It Resolved, that the Board of County Commissioners of Camden County, North Carolina, meeting on August 6, 2012, does hereby declare October 6, 2012 as Camden County Big Sweep 2012 Day, and does further hereby urge every citizen to do his or her part to restore the beauty and function of our lakes, streams, and landscapes by volunteering to participate in the Big Sweep event.



Sandra Duckwall, Chairman  
Camden County Board of Commissioners

ATTEST:



Ashley Honaker  
Clerk to the Board

H. Set Public Hearing; Ordinance No. 2012-07-01; Amendment to Chapter 151 (Unified Development Ordinance) of the Code of Ordinances



I. Resolution to Accept Grant Funds

CAMDEN COUNTY  
NORTH CAROLINA

RESOLUTION ACCEPTING GRANT FUNDS

WHEREAS, the North Carolina Clean Water Management Trust Fund (CWMTF) has authorized the making of grants to aid eligible units of government or non-profit organizations in financing the cost of improvements and/or studies that will impact the quality of affected waterways and

WHEREAS, Camden County has need for and intends to pursue a wastewater improvement effort to eliminate failing residential septic systems in the South Mills Community and to serve the NCDOT Visitors Center. Wastewater will be transported to the South Camden Water & Sewer District WWTP. Phase one will provide service to South Mills Village.

WHEREAS, Camden County has applied for and been awarded grant assistance from the State of North Carolina's CWMTF.

NOW, THEREFORE BE IT RESOLVED, BY THE MEMBERS OF THE CAMDEN COUNTY BOARD OF COMMISSIONERS;

That Camden County agrees to the obligations of the Grant Recipient as set out in the contract dated March 7, 2011.

That Camden County certifies to the CWMTF that the Project is designed to transport the current wastewater flow and is not designed to accommodate wastewater for future growth.

That Camden County further stipulates that the Property to be used for the project and its intended uses is and will continue to be in compliance with all applicable laws, regulations and ordinances, including without limitation, land use, health and environmental protection laws and zoning laws.

That Michael Renshaw, County Manager and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with the administration of this project; to make the assurances as contained above, and to execute such other documents as may be required in connection with the project.

Adopted this the \_\_\_\_\_ day of \_\_\_\_\_, 2012 at Camden, North Carolina.

  
Chair, County Commissioners

ATTEST: 

J. Set Public Meeting; Sketch Plan Shipyard Landing Major Subdivision

K. Soil & Water Technician Job Description

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**Commissioner's Report**

Commissioner Clayton Riggs stated that at the last Albemarle Commission Board Meeting, the budget was approved with amendments to have staff study for reducing indirect costs of the company.

Commissioner Michael McLain made reference to the ECBH financial report that was handed out to the Board prior to the start of the meeting.

**County Managers Report**

County Manager Michael Renshaw reported that the South Mills Sewer project has bid openings scheduled for August 24, 2012, and that staff was looking to have the bid award recommendation ready for the first September 2012 Board of Commissioners meeting.

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**Item 8.A- Closed Session- Pursuant to G.S. 143-318.11(a)(3) - Consultation with Attorney**

The Chairman recessed the Board of Commissioners Open Session meeting at 8:18PM.

Vice Chairman Garry Meiggs made a motion to go into closed session pursuant to G.S. 143-318.11(a)(3) for consultation with attorney. At 8:17PM, the motion passed 5-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs voting aye; no Commissioner voting no; No Commissioners absent; and no Commissioner not voting.

The Commissioners entered closed session at 8:17 P.M.

Commissioner Clayton Riggs made a motion to come out of closed session at 9:11 P.M. The motion passed 5-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs voting aye; no Commissioner voting no; No Commissioners absent; and no Commissioner not voting.

Chairman Sandra Duckwall reconvened the Board at 9:11 PM.


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Any other Questions or comments?

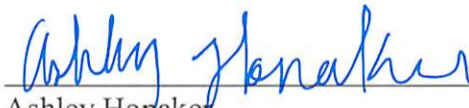
None

**Meeting Adjourned**

At 9:12pm, Chairman Sandra Duckwall asked if there were any other matters to come before the Board of Commissioners, hearing none, she declared the meeting adjourned.

  
\_\_\_\_\_  
Chairman Sandra Duckwall  
Camden County Board of Commissioners

ATTEST:

  
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Ashley Horvaker  
Clerk to the Board