

**Camden County Board of Commissioners
Regular Meeting
February 6, 2012
4:00 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 February 6, 2012 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:

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

Also attending were County Manager Mike Renshaw, 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: Tamara Bush- CamTech, Alex Leary- County Historian, Clarann Mansfield- Finance Director, Mary Gaskins- Tax Administrator, Bill Cowan- McGill Associates, and Dave Richmond- McGill Associates

Vice- Chairman Garry Meiggs called to order the February 6, 2012 meeting of the Camden County Board of Commissioners at 4:00 PM.

Invocation and Pledge of Allegiance

Commissioner Michael McLain gave the invocation and led those present in the Pledge of Allegiance.

Public Comments –

None.

Consideration of Agenda

The following amendments were made to the agenda:

- Add Item 5.L- Clean Water Management Trust Fund Grant Contract
- Move Item 7.J to Item 5.M

Commissioner Michael McLain made a motion to approve the agenda as amended. At 4:03PM, the motion passed 4-0 with Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; Chairman Sandra Duckwall absent; and no Commissioner not voting.

Presentations

Item 3.A - Tamara Bush- CamTech International Studies Club

Student members of the CamTech ISC came before the Board and gave a brief presentation on the CamTech International Studies Club, its objectives, and information regarding their anticipated trip to Costa Rica July 13- August 9, 2012.

The students stated that as a group, they wished to expand their knowledge, become more worldly, and participate in advanced community service. The trip to Costa Rica would entail the students staying with “Host” families. The CamTech ISC requested any type of support that they may provide.

Vice Chairman Garry Meiggs thanked Ms. Bush and the students of the CamTech ICS for their presentation, and suggested that the request be moved to the Finance Committee.

Commissioner Michael McLain directed the students and Ms. Bush to contact the Clerk to add any fundraising events to the Camden County Community Calendar.

Item 3.B – Alex Leary- Battle of South Mills 150th Anniversary & Celebration

Mr. Leary came before the Board to announce the impending 150th anniversary of the Historic Battle of South Mills, and the subsequent Celebration that will take place on April 15, 2012. The trip will require bus shuttles, and the Historic society is requesting a County donation of up to \$500.00 to support a bus and respective driver for the day's events.

Commissioner Clayton Riggs made a motion that the County donate up to \$500 to support one bus and one driver for the celebration of the 150th anniversary of the Battle of South Mills. At 4:19PM, the motion passed 4-0 with 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.

Public Hearings

Commissioner Michael McLain made a motion to enter into Public Hearing. At 4:19PM, the motion passed 4-0 with Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; Chairman Sandra Duckwall absent; and no Commissioner not voting.

Item 4.A – FY 2011 Community Development Block Grant Scattered Site Housing Assistance

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

- Brief overview of North Carolina Community Development
- There is \$41M for North Carolina from the 2011 CDBG Funds
- \$13M of that will go to Scattered Site Housing Assistance
- The Planning Department is currently seeking applications from citizens
- The State does not specify a certain sum of funds to be used; the grant dictates that the money has not been granted as of yet
- The State would reimburse up to \$7,000.

County Manager Mike Renshaw stated that he was comfortable with Mr. Porters recommendation. The CDBG grant will be administered in-house. The Scattered Site Housing is far too difficult to proceed without assistance from a third-party professional.

Commissioner Michael McLain made a motion to come out of Public Hearing. At 4:27PM, the motion passed 4-0 with Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; Chairman Sandra Duckwall absent; and no Commissioner not voting.

New Business

Item 5.A- Mid Year Budget Report.

County Manager Mike Renshaw gave a brief presentation to the Board on the Mid-Year budget report.

This was just information for the Board. No action was taken.

Item 5.B- GovDeals Flexible Pricing Options

County Finance Officer Clarann Mansfield came before the Board to request approval for the County to enroll in the GovDeals Flexible Pricing Option (FPO) Option 2.

Commissioner Randy Krainiak asked if it would be more beneficial for the County to operate sales of surplus property in-house.

Commissioner Clayton Riggs stated that it is more beneficial for the County to sell surplus property using GovDeals.

Commissioner Clayton Riggs made a motion to approve the County's enrollment in the GovDeals Flexible Pricing Option (FPO) Option 2. At 4:43PM, the motion passed 4-0 with Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs, voting aye; no Commissioner voting no; Chairman Sandra Duckwall absent; and no Commissioner not voting

Item 5.C – Tax Foreclosure Property to be declared surplus

County Finance Officer Clarann Mansfield came before the Board to request their approval to place eight real properties as surplus on GovDeals, using FPO.

Commissioner Clayton Riggs stated that numerous properties listed were in Camden Point.

Commissioner Michael McLain made a motion to approve placing listed foreclosed properties on GovDeals as surplus. At 4:45pm, the motion passed 4-0 with Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs, voting aye; no Commissioner voting no; Chairman Sandra Duckwall absent; and no Commissioner not voting.

Item 5.D – Contract to Audit County Accounts for FY 2011-2012

County Finance Officer Clarann Mansfield came before the Board to request approval to sign the contract with Thompson, Price, Scott, and Adams & Co. for audit of FY2012 for a total of \$25,500.

Commissioner Michael McLain made a motion to approve the Finance Officer and Chair to sign the contract as presented. At 4:47pm, the motion passed 4-0 with Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs, voting aye; no Commissioner voting no; Chairman Sandra Duckwall absent; and no Commissioner not voting.

Item 5.E – Board & Commission Term Expiration Consolidation

County Manager Mike Renshaw requested that the Board approve the consolidation of all County operated Boards & Commissions' term expiration months to December.

Commissioner Clayton Riggs stated that December would likely cause issue with any future new Commissioners unaware of the board appointment process. Mr. Riggs suggested July as a better solution.

Commissioner Clayton Riggs made a motion that all locally controlled boards & commissions have their term expiration month moved to July, leaving external committees to follow the committee's schedule. At 4:54pm, the motion passed 4-0 with Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs, voting aye; no Commissioner voting no; Chairman Sandra Duckwall absent; and no Commissioner not voting.

Item 5.F – Request to Fill Position- Travel Consultant

County Manager Mike Renshaw requested on behalf of Dismal Swamp Welcome Center Director Donna Stewart that the Board allow the hiring of a part-time travel consultant. Mr. Renshaw noted that funding for the position would be supplied by the NCDOT.

Commissioner Michael McLain made a motion to approve the hiring of one (1) part-time travel consultant for the Dismal Swamp Welcome Center. At 4:56pm, the motion passed 4-0 with Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs, voting aye; no Commissioner voting no; Chairman Sandra Duckwall absent; and no Commissioner not voting.

Item 5.G – Request to Fill Position- Administrative Assistant

County manager Mike Renshaw requested on behalf of Dismal Swamp Welcome Center Director Donna Stewart that the Board allow the hiring of a full-time Administrative Assistant. Mr. Renshaw noted that funding for this position would be supplied by the State.

Commissioner Michael McLain made a motion to approve the hiring of one (1) full-time Administrative Assistant for the Dismal Swamp Welcome Center. At 4:56pm, the motion passed 4-0 with Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs, voting aye; no Commissioner voting no; Chairman Sandra Duckwall absent; and no Commissioner not voting.

Item 5.H – Request to Fill Position- Part- Time Clerk

County Manager Mike Renshaw requested on behalf of Elections Director Elaine Best that the Board allow the hiring of a part-time clerk to assist during the 2012 Election.

Commissioner Michael McLain made a motion to approve the hiring of one (1) part-time Clerk for the Elections Department. At 4:58pm, the motion passed 4-0 with Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs, voting aye; no Commissioner voting no; Chairman Sandra Duckwall absent; and no Commissioner not voting.

Item 5.I – Adoption of the Records Retention and Disposition Schedule for County Tax Administration

Tax Administrator Mary Gaskins came before the Board to request the approval of the State mandated Records Retention & Disposition for County Tax Administration as it has been updated.

Commissioner Randy Krainiak made a motion to approve the Records Retention & Disposition Schedule for County Tax Administration. At 5:00pm, the motion passed 4-0 with Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs, voting aye; no Commissioner voting no; Chairman Sandra Duckwall absent; and no Commissioner not voting.

Item 5.J – Monthly Tax Report

Tax Administrator Mary Gaskins came before the Board the present the Monthly Tax Report for the month of December 2011.

Commissioner Michael McLain requested that Mrs. Gaskins email the report with attachments.

Commissioner McLain made a motion to approve the Monthly Tax Report as presented. At 5:04pm, the motion passed 4-0 with Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs, voting aye; no Commissioner voting no; Chairman Sandra Duckwall absent; and no Commissioner not voting.

Item 5.K – FY11 Community Development Block Grant Scattered Site Housing Assistance

Commissioner Micahel McLain made a motion to adopt a resolution authorizing the Chairman to apply for a Community Development Block Grant for Scattered Site for Camden County in the amount of \$400,000, and appoint a committee to work with staff and the consultant to select recipients and implement the program including the County Manager, Planning Director, Building Inspector, and Social Services Director. At 5:09pm, the motion passed 4-0 with Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs, voting aye; no Commissioner voting no; Chairman Sandra Duckwall absent; and no Commissioner not voting.

Item 5.L – Clean Water Management Trust fund Grant Contract

Dave Richmond and Bill Cowan of McGill Associates came before the Board to present the following information on phase 2 of the Sewer Extension to South Mills, & the Dismal Swamp Welcome Center Project:

- Bill Cowan
 - The 2nd Phase has been approved
 - The grant is for \$600,725
 - The project is intended to eliminate failing septic systems in South Mills, and update the Welcome Center
 - Total project estimated at \$1,010,025
 - NCDOT will supply \$374,300 that will require an inter-local agreement
 - County match of \$35,725 that was previously approved
 - Requesting approval of County Manager to sign the inter-local agreement between Camden County and NCDOT to confirm NCDOT funding and allow for Grant release.
- Dave Richmond
 - McGill Associates is finalizing the design now
 - The project will go out to bid in June 2012
 - Hookup will occur at the end of 2012, beginning of 2013
 - All construction will occur at one time
 - Project may extend to the Eco-Park
 - NCDOT Public Rest Center will be ready around the same time

Commissioner Michael McLain made a motion to approve the Chairman to sign the Clean Water Management Trust Fund. At 5:04pm, the motion passed 4-0 with Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs, voting aye; no Commissioner voting no; Chairman Sandra Duckwall absent; and no Commissioner not voting.

Item 5.M – Resolution 2012-02-01- Opposition of NC Ferry Fee Increases

County Manager Mike Renshaw requested that the Board allow for a change of language to the resolution provided.

Commissioner Randy Krainiak made a motion to approve the resolution as amended by the County Manager. At 5:23pm, the motion passed 4-0 with Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs, voting aye; no Commissioner voting no; Chairman Sandra Duckwall absent; and no Commissioner not voting.

RESOLUTION 2012-02-01

**Resolution Opposing State proposed imposing/increasing Fees
for NC Ferry System.**

WHEREAS, the State of North Carolina has proposed imposing or increasing fees on those who utilize the ferry system in North Carolina; and

WHEREAS, the ferries in question are essential to transportation not only for residents but to the economic well-being of the coast which is, in general, much poorer than the Piedmont area of the State; and

WHEREAS, the State of North Carolina has invested heavily in economic development projects in other areas of the State, e.g. the Microelectronics Center, the Biotechnology Center, the Research Triangle Park, and the Global Transpark, just to name a few; and

WHEREAS, road construction in the Piedmont areas of the State is consuming immense quantities of transportation funding to alleviate traffic congestion caused by vigorous economic growth there; and

WHEREAS, the ferries exist in many cases in the East because of a lack of investment in bridge construction in eastern North Carolina; and

NOW, THEREFORE, BE IT RESOLVED, that Camden County does hereby join with our sister counties, cities and organizations in eastern North Carolina in protesting this egregious use of State power which is in direct opposition to the economic wellbeing of this region and the welfare of its citizens.

Done this 6th day of February, 2012.

Sandra J. Duckwall- Chair
Board of Commissioners

Board Appointments

Item 6.A – Planning Board Re-Appointments

Commissioner Michael McLain made a motion to re-appoint Ray Albertson and David Bundy to the Camden County Planning Board. At 5:25PM, the motion passed 4-0 with Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs, voting aye; no Commissioner voting no; Chairman Sandra Duckwall absent; and no Commissioner not voting.

Item 6.B – Senior Advisory Board Re- Appointments

Commissioner Michael McLain made a motion to re-appoint Daniel Gray and Reed Adams to the Camden County Senior Advisory Board. At 5:25PM, the motion passed 4-0 with Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs, voting aye; no Commissioner voting no; Chairman Sandra Duckwall absent; and no Commissioner not voting.

Consent Agenda

Commissioner Clayton Riggs made a motion to approve the Consent Agenda as amended. At 5:26PM the motion passed 4-0 with Vice Chairman Garry Meiggs, and Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs, voting aye; no Commissioner voting no; Chairman Sandra Duckwall absent; and no Commissioner not voting.

A. Budget Amendments- 2011-12-BA021-2011-12-BA023

2011-12-BA021
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, 2012.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
104700-504112	Jail Legal Fees	\$320,000.00	
Revenues:			
10399400-439900	Fund Balance Appropriated	\$320,000.00	

\$25,000 Budgeted

Additional funds for Camden's portion of settlement needed.

This will result in a decrease of \$0.00 in the Contingency of the General Fund.

Balance in Contingency \$55,180.00.

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 6th day of February, 2012.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

2011-12-BA022
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, 2012.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
105800-545003	Landfill	\$10,129.00	
105800-519300	Waste Debris Hauls	\$ 2,415.06	
106600-533000	Supplies	\$ 1,208.07	
106200-531000	Gas and Oil	\$ 542.52	
Revenues:			
10330400-434110	FEMA "Irene"	\$14,294.65	

Recording of FEMA revenues and expenses.

This will result in a decrease of \$0.00 in the Contingency of the General Fund.

Balance in Contingency \$55,180.00.

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 6th day of February, 2012.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

2011-12-BA023
CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2012.

Section 1. To amend the Dismal Swamp Welcome Center Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
606000-503000	Part Time Salaries	\$25,000.00	
606000-502000	Salaries		\$20,000.00
606000-506000	Health Insurance		\$ 5,000.00

Decided to use more part time instead of a full time.

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 6th day of February, 2012.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

B. Tax Collection Report

\$2,725,799.67

C. Tax Refunds, Pickups and Releases

D. Tax Authority to Collect

October 2011

South Mills	Courthouse	Shiloh	Total
11,799.82	14,679.38	8,576.11	35,055.31

E. Volunteer Forms

F. Letter of Support- Camden County Forestry Department

G. Annual Budget & CIP Calendar for Fiscal Year 2012-2013

- H. Set Public Hearing; Ordinance 2012-01-01; Amendment to Chapter 151 (Unified Development Ordinance) of the Code of Ordinances- Accessory Apartments and Solar Farms
- I. Set Public Hearing; Ordinance 2012-01-02 Rezoning Application (UDO 2011-12-14) Steve Bradshaw
-

Commissioner's Report

Commissioner Clayton Riggs announced that Mr. Bill Norton was appointed to the Albemarle Commission.

County Managers Report

County Manager Michael Renshaw reported the following:

- The move to the new building went successfully.
 - The address is 330 East Highway 158, Camden, NC 27921.
 - The phone number is (252) 338-6363.
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South Camden Water & Sewer District Board of Directors

Commissioner Clayton Riggs moved to recess the Board of Commissioners meeting and enter into the South Camden Water & Sewer District Board of Directors meeting at 5:27PM.

Re-convene Commissioners meeting

No other Questions or Comments. The South Camden Water & Sewer District Board of Directors meeting adjourned at 5:29PM.

Any other Questions or comments?

Meeting Adjourned

At 5:30 P.M., Vice Chairman Garry Meiggs asked if there were any other matters to come before the Board of Commissioners, hearing none, she declared the meeting adjourned.

Vice- Chairman Garry Meiggs
Camden County Board of Commissioners

ATTEST:

Ashley Honaker
Clerk to the Board