

**Camden County Board of Commissioners
Regular Meeting
February 20, 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 February 20, 2012 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:

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

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: Dan Porter- Planning Director, Dave Parks- Permitting Officer, Mary Gaskins- Tax Administrator, and Jerry Weitz- ECU Planning Professor.

Chairman Sandra Duckwall called to order the February 20, 2012 meeting of the Camden County Board of Commissioners at 7:00 PM.

Invocation and Pledge of Allegiance

Vice Chairman Garry Meiggs 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 Presentation by Jerry Weitz on the ECU South Mills Small Area Plan at the beginning of the meeting (Item 2.A)
- Add Item 4.D Camden School Board request to use funds from State Lottery
- Change Item 3.A from 20120, to 2012.

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

Presentations

Item 2.A - Jerry Weitz- ECU South Mills Small Area Plan

Dr. Weitz, of the East Carolina University Planning Department, came before the Board to give the final report on the South Mills Small Area Plan conducted by a group of his students. Dr. Weitz requested to formally hand over the plan to Clarion Associates for consideration and potential usage.

Public Hearings

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

Item 3.A – Ordinance 2012-01-02 Rezoning Application (UDO 2011-12-14) Steve Bradshaw

Permitting Officer Dave Parks came before the Board to present the following:

- Steve Bradshaw applied to rezone 22 acres to mixed single R-2
- Adjacent properties have been notified and has been advertised in the newspaper
- Property is outside of the 100 Year flood zone
- Soil Suitability is Good
- Planning Board recommended R-3 versus R-2
- Property Owners in adjacent Lakes of Shiloh subdivision made the same request
- Lakes of Shiloh homes are stick built with water main
- Property owner is ok with the Planning Board recommendation

Item 3.B – Ordinance 2012-01-01; amendment to Chapter 151 (Unified Development Ordinance) of the Code of Ordinances- Accessory Apartments and Solar Farms

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

- Accessory Apartments
 - The current ordinance states that a property owner may add on to their existing home, but that they may not have a detached garage with an apartment above it.
 - Staff is recommending a requirement of livable space of no more than 40%, or 800ft no less than 400ft.
 - A condition will be added that a new building will require it's own water meter
- Solar Farms
 - Presented language comes from the State building code
 - A solar farm is a series of at least 3 collectors
 - A solar collector is a series of 3 or less

Vice Chairman Garry Meiggs made a motion to come out of Public Hearing. At 7:56pm, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

Commissioner Michael McLain made a motion to amend the agenda by:

- Add Item 3.A to Item 4.E, with Item 3.B coming back before the Board at the March 19, 2012 meeting

At 7:58pm, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

New Business

Item 4.A- South Mills Street Lighting.

County Manager Mike Renshaw came before the Board to present the following:

- South Mills Ruritan Club has been paying for eight (8) street lights in South Mills Village since 2000
- Mrs. Staples has expressed that the Ruritan Club can no longer afford to power the lights
- Each light costs \$13 per month
- In a short time the Ruritan Club will have to discontinue funding the six (6) lights located outside of the Ruritan parking lot
- Ruritan Club is asking the County to fund the lights at \$780 per year

Commissioner Krainiak commented that he felt it would be good for the County to help the Ruritans.

Vice Chairman Garry Meiggs stated that when the County Unified in 2006, it took on the responsibility of both County and Municipality, and Municipalities currently are held responsible for street lights.

Chairman Sandra Duckwall stated that neutrally speaking, this subject matter sets a precedent of anyone who wants a street light to request the County to pay for all of them.

County Attorney John Morrison suggested that a consideration of population concentration be taken.

Vice Chairman Meiggs commented that it was the County's responsibility to look after the welfare of the citizens, and that the core areas of the County would benefit from the County paying for Street Lights.

County Manager Renshaw was directed to work with staff and Attorney Morrison on the policy and bring it back before the Board on March 19, 2012.

Item 4.B- Code Enforcement Anonymous Complaint Policy

County Manager Mike Renshaw stated that the State Building Inspector policy has four (4) components, which the presented policy is built off of. Changes to the previously presented policy are that should the code enforcement officer be denied access to the reported area, he/she shall then obtain an administrative search warrant.

Vice Chairman Garry Meiggs asked who would be carrying out the warrant, the code enforcement officer or a Sheriff's Deputy.

County Manager Renshaw stated that the code enforcement officer would do so as they have legal status to carry a fire arm and enforce respective laws.

Commissioner Michael McLain made a motion to approve the policy as presented. At 8:19pm, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

Item 4.C – Monthly Tax Report

Tax Administrator Mary Gaskins presented the Board with the January 2012 Monthly Tax Report.

Commissioner Michael McLain made a motion to approve the monthly tax report as presented. At 8:21pm, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak,

voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

Item 4.D – Camden County Board of Education Request to Use Funds from State Lottery

Finance Officer Clarann Mansfield stated that that Camden County Board of Education wishes to use funds from the State lottery to renovate the media center in the High School. Mr. Lawrence representing the School Board is present.

Vice Chairman Garry Meiggs questioned Mr. Lawrence as to what the current condition of the computer lab was.

Mr. Lawrence stated that the State is now requiring a larger space for testing due to use of electronic means.

Commissioner Michael McLain asked whether the lottery funds were County budgeted, and if they were being held.

Mrs. Mansfield stated no to both.

Commissioner McLain made a motion to approve the Camden County Board of Education's request. At 8:25pm, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

Item 4.E – Ordinance 2012-01-02 Rezoning Application (UDO 2011-12-14) Steve Bradshaw

Commissioner Michael McLain made a motion to approve the rezoning request of Steve Bradshaw with the recommendations from the County Planning Board of R-3. At 8:26pm, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

Board Appointments

Item 6.A – Camden County Tourism Development Authority

Commissioner Michael McLain made a motion to appoint Donna Stewart to the Camden County TDA. At 8:27PM, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

Item 6.B – Economic Improvement Council

Commissioner Michael McLain made a motion to appoint Brian Lannon to the Economic Improvement Council. At 8:28PM, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

Item 5.C – Randy Krainiak- JCPC

Commissioner Michael McLain made a motion to re-appoint Randy Krainiak to the Juvenile Crime Prevention Committee. At 8:28PM, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

Consent Agenda

Vice Chairman Garry Meiggs made a motion to approve the Consent Agenda as amended. At 8:29PM the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

A. Draft Minutes- January 3, 2012

B. Budget Amendments- 2011-12-BA024-2011-12-BA027

2011-12-BA024

CAMDEN COUNTY BUDGET AMENDMENT

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

Section 1. To amend the General Fund as follows:

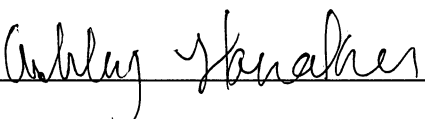
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
104200-514000	Travel	\$ 3,254.00	
104410-546400	Drug Testing	\$ 600.00	
104500-526000	Advertising	\$15,000.00	
106900-568100	South Mills 4 Cent	\$25,000.00	
106900-565100	CH & S 4 Cent	\$25,000.00	
106900-599210	4-H Grant	\$15,000.00	
109990-500000	Contingency		\$3,2854
Revenues:			
10301450-400010	2010 Ad Valorem	\$ 6,500.00	
10390400-439728	4-H Grant	\$15,000.00	

Additional Revenues and Expenses.

This will result in a decrease of \$3,854.00 in the Contingency of the General Fund.

Balance in Contingency \$55,141.46.

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 20th day of February, 2012.



Clerk to Board of Commissioners



Chairman, Board of Commissioners

2011-12-BA025

CAMDEN COUNTY BUDGET AMENDMENT

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

Section 1. To amend the CH & S Fire Commission Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
405300-516100	Maintenance Radios	\$ 3,000.00	
405300-517000	Vehicle Maintenance	\$ 2,300.00	
405300-553000	Dues & Subscriptions	\$ 532.00	
405300-554310	Refund Expense	\$ 168.00	
405300-599900	Fund Reserves	\$19,000.00	
Revenues:			
40301530-432007	VFD 4 Cent	\$25,000.00	

Recording of Additional Revenues and Expenses.

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 20th day of February, 2012.



Clerk to Board of Commissioners



Chairman, Board of Commissioners

2011-12-BA026

CAMDEN COUNTY BUDGET AMENDMENT

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

Section 1. To amend the Social Services Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
526100-509000	Workers Comp	\$ 2,830.00	
526100-557000	Miscellaneous	\$ 70.00	
528000-520000	Crisis Intervention	\$12,251.00	
528000-554321	LIEAP Expenses	\$ 2,991.00	
528000-571000	Work First DOT	\$ 1,409.00	
528000-525000	Day Care	\$18,852.00	
Revenues:			
52330610-434802	Administration		\$21,446.00
52330610-434819	Crisis Intervention	\$33,697.00	
52330610-434848	LIEAP Revenues	\$ 2,991.00	
52330610-434861	Work First Transitional	\$ 1,409.00	
52330610-434834	Day Care	\$18,852.00	

Recording of Additional Revenues and Expenses.

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 20th day of February, 2012.

Ashley Honaker

Clerk to Board of Commissioners

Sanda J. Duckwell

Chairman, Board of Commissioners

2011-12-BA027

CAMDEN COUNTY BUDGET AMENDMENT

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

Section 1. To amend the South Mills Fire Commission Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
415300-511000	Telephone & Postage	\$ 1,400.00	
415300-513000	Utilities	\$ 2,400.00	
415300-516000	Maintenance on Equipment	\$ 2,200.00	
415300-545000	Contracted Services	\$ 500.00	
415300-557000	Miscellaneous	\$ 7,000.00	
415300-566000	Capital Outlay Inventory	\$ 2,000.00	
415300-599900	Fund Reserves	\$ 9,500.00	
Revenues:			
41301530-432007	VFD 4 Cent	\$25,000.00	

Recording of Additional Revenues and Expenses.

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 20th day of February, 2012.

Ashley Honaker

Clerk to Board of Commissioners

Sanda J. Duckwell

Chairman, Board of Commissioners

C. Tax Collection Report

D. Tax Refunds, Pickups and Releases

E. Tax Authority to Collect

November 2011

SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
12,197.27	13,291.19	6,647.23	32,135.69

E. Volunteer Forms

F. Job Description- Animal Control Officer

Commissioner's Report

Vice Chairman Garry Meiggs Stated that the Albemarle RC&D is disbanding, and that if any projects come up the County will have to either pay outside sources to prepare them, or prepare them in-house.

County Managers Report

County Manager Michael Renshaw reported the following:

- Thank You to Segars for construction of the barbed wire metal fence enclosure at the newly inhabited Management Offices
- Thank You to Clerk to the Board Ashley Honaker and IT Jesse Stallings for their help getting the County's Ipads up and running.

South Camden Water & Sewer District Board of Directors

Chairman Sandra Duckwall recessed the Board of Commissioners meeting and enter into the South Camden Water & Sewer District Board of Directors meeting at 8:31PM.

Re-convene Commissioners meeting

No other Questions or Comments. The South Camden Water & Sewer District Board of Directors meeting adjourned at 8:32pm.

Any other Questions or comments?

Meeting Adjourned

At 8:33 P.M., Chairman Sandra Duckwall asked if there were any other matters to come before the Board of Commissioners, hearing none, she declared the meeting adjourned.

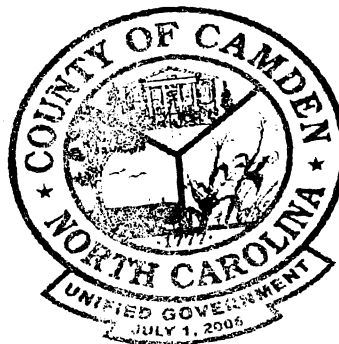
Sandra J. Duckwall

Chairman Sandra Duckwall
Camden County Board of Commissioners

ATTEST:

Ashley Honaker

Ashley Honaker
Clerk to the Board



**Camden County Board of Commissioners
Regular Meeting
March 19, 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 March 19, 2012 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:

Chairman Sandra Duckwall,
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: Adam Lannon & Brittany Praisler- Camden County Horticulture 4-H Team, Jean Grey- White, Dawn Jones, Wendy Barnett- Autism Speaks, Dan Porter- Planning Director,

Chairman Sandra Duckwall called to order the March 19, 2012 meeting of the Camden County Board of Commissioners at 7:00 PM.

Invocation and Pledge of Allegiance

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

Public Comments –

Dwight Frazier of Tall Tree Commons– Mr. Frazier made voiced his concern over the recently relocated fire boundary line for the South Mills Fire District for insurance-related reasons. Those homes that we moved outside the fire boundary line with the relocation of the fire station's insurance policies have doubled. South Mills Fire Station is eight (8) miles from his home. South Camden Fire Station is six (6) miles from his home. Mr. Frazier requested the Board change the fire boundary location.

Hilton Barrett of White Hall Shores- Mr. Barrett was present to represent the American Red Cross as the Chairman would be reading a respective proclamation at a later time during the meeting. Mr. Barrett stated that the Red Cross has helped over Five Hundred (500) local families, and has trained over One Thousand One Hundred (1,100) local volunteers.

Chairman Sandra Duckwall thanked both gentlemen for their comments, and directed Mr. Frazier that the Board would take his request under consideration.

Consideration of Agenda

Vice- Chairman Garry Meiggs made a motion to approve the agenda as presented. At 7:04PM, 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 Commissioners absent; and no Commissioner not voting.

Presentations

Item 3.A – Camden County Horticulture 4-H Team

Adam Lannon and Brittany Praisler of the Camden County Horticulture 4-H Team came before the Board to give a brief presentation on their trip to the National Horticulture Contest in San Diego, California. The Commissioners previously approved the funding of those Camden County team members to attend.

Item 3.B – Autism Awareness Day

Mrs. Jean Grey-White, Dawn Jones, and Wendy Barrett, of Autism Speaks, came before the Board to request their advertising support for the May 12, 2012 awareness event at the Community Park, as well as declare April 2 Camden County Light It Up Blue Day in honor of Autism Awareness.

Chairman Sandra Duckwall stated on record that supplemental information for the May 12, 2012 event could be left with the Clerk, and that the requested proclamation would be read at the April 2, 2012 Regular meeting of the Board.

Old Business

Item 4.A – MOU For Facility Use- Recommendation by the Camden Parks & Recreation Advisory Board

Mr. Steve Needham, Chairman of the P&R Advisory Board presented the following information:

- Changes to the MOU are as follows
 - Page 2, Section B, Section C, & Section D
 - Changes to organizations who may use 501C3 status
 - Insurance coverage required
 - Co-Sponsorship struck and Recognition added to language

Commissioner Michael McLain asked if the wording recommended by County Attorney John Morrison was added.

County Manager Mike Renshaw stated that it was, and that Attorney Morrison's letter was included in the Board packet.

Commissioner McLain noted that page 20 un "activity" should say "and, and not "or".

Commissioner McLain made a motion to approve the MOU with respective changes being made. At 7:18pm, 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 Commissioners absent; and no Commissioner not voting.

Item 4.B – Camden County Village Streetlight Policy

County Manager Mike Renshaw stated the following:

- Discussion on subject matter was held at the February 20, 2012 regular Board meeting
- Staff has reviewed the presented policy
- Conditions for County streetlight funding are as follows (2 of the 3 must be met):
 - Petition of at least Twenty (20) signatures
 - Written request from a non-profit organization
 - Written request from two (2) or more businesses in the area
- Funding for lighting of currently installed lights only; no installations, and no maintenance cost funding.

Commissioner Michael McLain stated that condition language “non-profit” should be removed and replaced with “tax-exempt”.

Vice Chairman Garry Meiggs made a motion to approve the policy as presented with recommended changes. At 7:24pm, 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 Commissioners absent; and no Commissioner not voting.

Item 4.C – Ordinance 2012-01-01; amendment to Chapter 151 (Unified Development Ordinance) of the Code of Ordinances- Accessory Apartments and Solar farms

Planning Director Dan Porter came before the Board to present the amended request for amendment. Two items were added after the February 20, 2012 Board meeting:

- “... by Declaration of a Restrictive Covenant or Covenants, enforceable by the County, in a form approved by the County. The expense of such shall be borne by owner.”
- “The property owner shall be required to reside in either the main dwelling or accessory apartment.”

Mr. Porter stated that additionally, solar collector regulations would apply to ground or pole mounted devices (permanent only).

Commissioner Randy Krainiak questioned why the accessory apartments were required to be separate from the main dwelling.

Mr. Porter stated that a detached apartment would be classified as a FROG, which is allowed.

Commissioner Krainiak stated that he had no knowledge of solar farms or their capabilities.

Mr. Porter stated that the presented policy was simply a proactive step.

Commissioner Clayton Riggs stated that the statement on page 3 of the amended ordinance is too restrictive. He requested that it be re-written to remove “Maximum percentage of 40%”, and reword to say “minimum of 400 feet, and maximum of 800 feet”.

Commissioner Riggs made a motion to accept the amendment to the ordinance with changes to the language as requested. At 7:31pm, 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 Commissioners absent; and no Commissioner not voting.

Public Hearings

Commissioner Michael McLain made a motion to enter into Public Hearing. At 7:32pm, 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 Commissioners absent; and no Commissioner not voting.

Item 5. A – FY11 CDBG Scattered Site Housing Assistance Program- Part II

Planning Director Dan Porter presented the following information:

- Approval by the Board is needed to submit the applications to the State

Chris Hilbert of Holland Consultant Planners, came before the Board to present the following information:

- The Planning Department has been collecting applications for the past few months
- Staff currently in the process of rating them

- CDBG Committee meeting was held for application criteria selection
- Housing assessments of applicants will be completed this week
- Applications will then go through the selection committee again
- Proposing at this point that reconstruction of dilapidated houses be chosen for grant funding
- Septic and/or well issues will help in rating
- Some application more suitable for rehabilitation can be moved to the grant

Item 5.B – FY11 CDBG Infrastructure Hookup- Part II

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

- Program will pay for water connection fees and associated outside plumbing for hookup
- To date no applications have been submitted
- If applications come in by next week they can be added
- Would like to request the Board's Approval to submit any applications that are collected by the deadline due to no Board meeting occurring before that date

Commissioner Michael McLain made a motion to come out of Public Hearing. At 7:38pm, 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 Commissioners absent; and no Commissioner not voting.

Commissioner Michael McLain made a motion to amend the agenda to add Item 5.A to Item 6.J, and add Item 5.B to Item 6.K. at 7:39pm, 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 Commissioners absent; and no Commissioner not voting.

New Business

Item 6.A- HHCBG Funding.

County Manager Mike Renshaw came before the Board on behalf of Senior Center Director Shana Trafton to request the Board approve a County match of \$494.00 to the Albemarle Commissions remaining \$4,448.00 balance for Camden's HCCBG. The total balance of \$4,942.00 is to go towards the In Home Aide Program, provided by ResCare Home, a local in-home care provider.

Commissioner Micahel McLain made a motion to approve the request as presented. At 7:42pm, 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 Commissioners absent; and no Commissioner not voting.

Item 6.B- Proposal of Grant Administration Services

County Manager Mike Renshaw came before the Board to present the following information:

- The County is currently in the midst of a major sewer extension project in South Mills
- There are two (2) major grant funding sources requiring very precise reporting requirements
- Requirements have been reviewed by The County Manager and Martin-McGill

- Request has been made to Martin-McGill to draft a proposal of a Grant Administering Contract
- Request is pending with the approval of Grants
- Request to the Board is to approve Grant Administering Services with Martin-McGill not to exceed \$20,000

Commissioner Michael McLain asked if the \$20,000 would come from Grant monies or County Funds.

County Manager Renshaw stated that the funding would come from Grant monies.

Vice Chairman Garry Meiggs made a motion to approve the grant administering services request as presented. At 7:45pm, 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 Commissioners absent; and no Commissioner not voting.

Item 6.C – Amendment to Personnel Policy- Vacation Use

County Manager Mike Renshaw came before the Board to request that the personnel policy, article VIII- Holidays and leaves of Absence, section 9.- Vacation Leave: Manner of taking, be amended. The language currently states “Vacation leave will be taken in two hour units.”. The revised language would read “Vacation leave will be taken in quart hour units.”.

Commissioner Clayton Riggs made a motion to approve the request as presented. At 7:47pm, 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 Commissioners absent; and no Commissioner not voting.

Item 6.D – Amendment to Personnel Policy- County Vehicle Use & dress Code

County Manager Mike Renshaw came before the Board to request the following amendments to the Camden county Personnel Policy:

- Article VI. Conditions of Employment
 - Section 8: Use of County Time, Equipment, Supplies and Vehicles
 - Language change to add “*County Vehicles may be used for any authorized travel. The requesting party must obey all laws of the jurisdiction in which the vehicle is being operated. The vehicle will be used in conducting County business only. A de minimis amount of personal use, such as driving the vehicle to and from dinner, may be allowed. Non-County employees may accompany County employees if they have a business interest in the travel. Spouses and children of County employees may accompany them in County vehicles if space is available and the trip is strictly for official County business.*”

A requesting party may use his/her personal vehicle for travel within a 50 miles radius of the County facilities and be reimbursed only if one of the following conditions is met:

1. *No County vehicle is available.*
2. *The requesting party needs a specially equipped vehicle.*

A requesting party may use his/her personal vehicle for long distance travel and be reimbursed as long as approved by the County Manager.

Those agencies not solely funded by Camden County are not authorized to use county vehicles for travel.

- Section 15: Dress Code
 - Language change to add “*Public Works*” to paragraph three (3), Sentence two (2).

Item 6.E – Proclamation- 2012 National County Government Month

Chairman Sandra Duckwall Read the following proclamation allowed:

National County Government Month
April 2012

“Healthy Counties, Healthy Families”

WHEREAS, the nation’s 3,068 counties provide a variety of essential public services to communities serving more than 300 million Americans; and

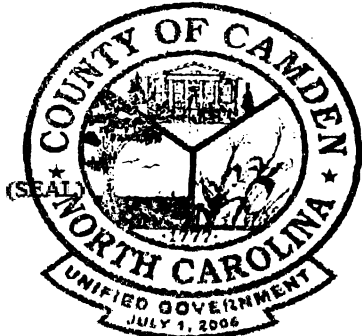
WHEREAS, Camden County and all counties take seriously their responsibility to protect and enhance the health, welfare and safety of its residents in sensible and cost-effective ways; and

WHEREAS, county government are essential to America’s healthcare system and are unique in their responsibility to both finance and deliver health services through public hospitals and clinics, local health departments, long-term care facilities, mental health services and substance abuse treatment, and coverage programs for the uninsured; and

WHEREAS, National Association of Counties President Lenny Eliason is encouraging counties to promote healthy living and lifestyle choices in communities across the country through his 2011-2012 “Healthy Counties” presidential initiative; and

WHEREAS, each year since 1991 the National Association of Counties has encouraged counties across the country to actively promote their own programs and services to the public they serve;

NOW, THEREFORE, BE IT RESOLVED THAT I, Sandra J Duckwall, Chairman of the Board of Commissioners, do hereby proclaim April 2011 as National County Government Month and encourage all Camden County officials, employees, schools, and residents to participate in county government celebration activities.



Sandra J. Duckwall

Sandra J Duckwall, Chairman
Camden County Board of Commissioners

ATTEST:

Ashley Honaker
Ashley Honaker, Clerk to the Board

Item 6.F – Proclamation- 2012 American Girl Scouts Week

Chairman Sandra Duckwall read the following proclamation allowed:

2012 Girl Scout Week Proclamation

WHEREAS, Juliette Gordon Low founded Girl Scouts of the USA on March 12, 1912; and,

WHEREAS, Girl Scouting has been inspiring and teaching girls in North Carolina for nearly 100 years; and,

WHEREAS, more than 22,000 current Girl Scout girl and adult members of the Girl Scout Council of Colonial Coast and millions nationwide will be celebrating this American tradition; and,

WHEREAS, throughout its distinguished history, Girl Scouting has welcomed girls and women from every background to join and has inspired them with courage, confidence, and character to make the world a better place; and,

WHEREAS, through the Girl Scout Leadership Experience, girls develop the skills and lessons that will serve them throughout their lives so that they may contribute to their communities and to our great state of North Carolina; and,

WHEREAS, Girl Scouting takes an active role in increasing girls’ awareness of the opportunities in math, science, sports, technology, and many other fields of interest that can expand their horizons; and,

NOW, THEREFORE, I, Sandy Duckwall, by virtue of the authority vested in me as Chairman for Camden County County Board of Commissioners, do hereby applaud the commitment Girl Scouting has made to support the development of North Carolina’s girls in the County of Camden and proudly proclaim the week of March 11–17, 2012, as Girl Scout Week in Camden County.

Ashley Honaker
ATTEST

Sandra J. Duckwall
Chairman

Item 6.G – Proclamation- 2012 National Red Cross Month

Chairman Sandra Duckwall read the following proclamation allowed:

AMERICAN RED CROSS MONTH 2012

The American Red Cross has touched many lives in [INSERT NAME OF COMMUNITY], as well as across the country and around the world.

During American Red Cross Month, we thank those who contribute to the mission of the Red Cross, whether through time, money or blood, and we invite others to support the Red Cross in helping people in need down the street, across the country and around the world.

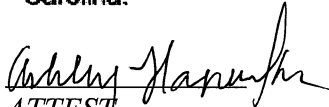
The American Red Cross is synonymous with helping people, and has been doing so for more than 130 years. Throughout the past year, the American Red Cross launched hundreds of disaster relief operations in the United States to help people affected by fires, floods, hurricanes and tomadoes. The American Red Cross also supported major international disasters, including the Japan earthquake and tsunami response, while continuing its work on the 2010 Haiti earthquake response and recovery.

In [INSERT COMMUNITY NAME], the Red Cross works tirelessly through its 1 employee and 65 volunteers to support us when disaster strikes, when someone needs life-saving blood or the comfort of a helping hand. It provides 24-hour support to members of the military, veterans and their families and provides training in CPR, aquatics safety and first aid.

For nearly 100 years, United States presidents have called on the American people to support the Red Cross and its humanitarian mission. Our community depends on the American Red Cross and because it is not a government agency, the Red Cross depends on support from the public to continue its humanitarian work. This is especially important in these challenging economic times – which impact the Red Cross and many people in our community and across the nation.

NOW, THEREFORE, I, [MAYOR NAME], Mayor of [CITY], by virtue of the authority vested in me by the Constitution and laws of [CITY] of [STATE] do hereby proclaim March 2012 as American Red Cross Month. I encourage all Americans to support this organization and its noble humanitarian mission.

IN WITNESS WHEREOF, I have hereunto set my hand this [XXXX] day of March, in the year of our Lord two thousand twelve, and of the [CITY], North Carolina.


ATTEST


Chairman

Item 6.H – Albemarle RC&D Request for Continued Support

County Manager Mike Renshaw stated that Albemarle RC&D would be changing their service fees to \$50 per hour, and are requesting the continued partnership with the County.

Commissioner Clayton Riggs made a motion to approve the continued support of Albemarle RC&D. 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 Commissioners absent; and no Commissioner not voting.

Item 6.I – Surplus Property for Sale Through GovDeals

County Manager Mike Renshaw stated that there were currently two (2) properties listed on GovDeals with bids to purchase. He requested approval to sell property to the highest bidder.

Commissioner Michael McLain made a motion to approve the sale of property with bids, granting the Finance Officer permission to sell to the 3rd highest bidder should the first

and second highest bidders back out of the sale. At 8:17pm, 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 Commissioners absent; and no Commissioner not voting.

Item 6.J – FY11 CDBG Scattered Site Housing Assistance Program

Commissioner Micahel McLain made a motion to Approve staff to apply to the respective grant. At 8:17pm, 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 Commissioners absent; and no Commissioner not voting.

Item 6.K – FY11 CDBG Infrastructure Hookup

Commissioner Michael McLain made a motion to approve the resolution and authorize the Chair to sign the grant application. At 8:18 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 Commissioners absent; and no Commissioner not voting.

Board Appointments

Item 7.A – Stormwater Advisory Committee

Commissioner Michael McLain made a motion to appoint Sid Williams and Jeff Jennings to the Camden County Stormwater Advisory Committee. At 8:19PM, 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 Commissioners absent; and no Commissioner not voting.

Consent Agenda

Vice Chairman Garry Meiggs made a motion to approve the Consent Agenda as amended. At 8:19PM 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 Commissioners absent; and no Commissioner not voting.

A. Budget Amendments- 2011-12-BA028-2011-12-BA029

2011-12-BA028
CAMDEN COUNTY BUDGET AMENDMENT

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

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
106900-597029	South Mills Sewer Project	\$35,725.00	
*105000-502000	Salaries	\$21,856.00	
*105000-503000	Part Time Salaries		\$21,856.00
*106120-502000	Salaries		\$ 8,000.00
*106120-503000	Part Time Salaries	\$ 8,000.00	

Revenues:

10399400-439900 **Fund Balance Appropriated** **\$35,725.00**


Approved at 2/6/12 Commissioners Meeting.

***Budget line item correction**

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

Balance in Contingency \$51,326.00.

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 19th day of March, 2012.



Clerk to Board of Commissioners



Chairman, Board of Commissioners

2011-12-BA029

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 South Mills Sewer Project Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
297400-504003	Sewer Project Phase II	\$ 97,825.00	
297400-574104	Sewer Construction	\$489,000.00	
297400-574118	Step- Welcome Center	\$374,300.00	
299990-500000	Contingency	\$ 48,900.00	
Revenues:			
29360740-434803	DOT Grant	\$374,300.00	
29360740-437138	CWMTF	\$600,000.00	
29360740-439710	County Contribution	\$ 35,725.00	

Phase II of South Mills Sewer Project approved at 2/6/12 Commissioners Meeting.

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

Balance in Contingency \$51,326.00.

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 19th day of March, 2012.



Clerk to Board of Commissioners



Chairman, Board of Commissioners

B. Tax Collection Report

C. Tax Refunds, Pickups and Releases

D. Board of Education Budget Amendments

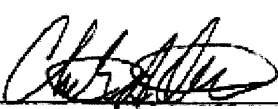
Budget Amendment
Camden County Schools Administrative Unit
Local Current Expense Fund

The Camden County Board of Education at a meeting on the 8th day of March, 2012, passed the following resolution.

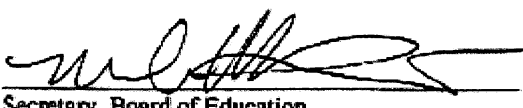
Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2012.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Curricular Services	7,534.00	
5500	Co-Curricular Program Services	4,540.00	
6500	Operational Support Services	88.00	
6900	Leadership/Pub Relations Serv.	150.00	
7100	Regular Community Services		2,312.00
Explanation: Revenue - Increase for grant from Green Mountain Coffee Roasters, Inc. received			
Total Appropriation in Current Budget		\$ 2,453,955.00	
Amount of Increase/Decrease of Above Amendment		+10,000.00	
Total Appropriation in Current Amended Budget		\$ 2,463,955.00	

Passed by majority vote of the Board of Education of Camden County on the 8th day of March, 2012

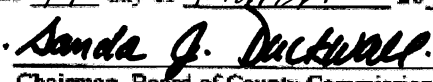


 Chairman, Board of Education




 Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 19 day of March 2012.



 Chairman, Board of County Commissioners



 Clerk, Board of County Commissioners

Budget Amendment




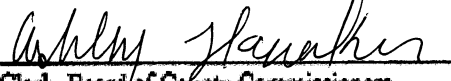
Camden County Schools Administrative Unit

Capital Outlay Fund

The Camden County Board of Education at a meeting on the 9th day of February, 2012, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2012.

Code Number	Description of Code	Amount	
		Increase	Decrease
9100	Category I Projects	18,820.00	
9200	Category II Projects		18,820.00
9300	Category III Projects	176,568.00	
Explanation: Appropriate Fund Balance to cover Activity Bus Budget Item Total Appropriation in Current Budget \$ 200,000.00 Amount of Increase / (Decrease) of Above Amendment 176,568.00 Total Appropriation in Current Amended Budget \$ 376,568.00			

Passed by majority vote of the Board of Education of Camden County Schools on the 9 th day of February, 2012.  _____ Chairman, Board of Education  _____ Secretary, Board of Education	We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes in the minutes of said Board, this <u>19</u> day of <u>March</u> 20 <u>12</u> .  _____ Chairman, Board of County Commissioners  _____ Clerk, Board of County Commissioners
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Local Current Expense Fund

The Camden County Board of Education at a meeting on the 9th day of February, 2012, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2012.

Code Number		Description of Code	Amount							
			Increase	Decrease						
5100		Regular Curricular Services		4,189.00						
5200		Special Populations Services	5,189.00							
6100		Support & Development Services		2,907.00						
6300		Alternative Supp & Dev Services	2,907.00							
<p>Explanation: Revenue – Increase for East Carolina Behavior Support grant received</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Total Appropriation in Current Budget</td> <td style="text-align: right;">\$ 2,452,955.00</td> </tr> <tr> <td>Amount of Increase/Decrease of Above Amendment</td> <td style="text-align: right;">+1,000.00</td> </tr> <tr> <td>Total Appropriation in Current Amended Budget</td> <td style="text-align: right;">\$ 2,453,955.00</td> </tr> </table>					Total Appropriation in Current Budget	\$ 2,452,955.00	Amount of Increase/Decrease of Above Amendment	+1,000.00	Total Appropriation in Current Amended Budget	\$ 2,453,955.00
Total Appropriation in Current Budget	\$ 2,452,955.00									
Amount of Increase/Decrease of Above Amendment	+1,000.00									
Total Appropriation in Current Amended Budget	\$ 2,453,955.00									

Passed by majority vote of the Board of Education of Camden County on the 9th day of February, 2012



 Chairman, Board of Education



 Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 19 day of March 2012.



 Chairman, Board of County Commissioners



 Clerk, Board of County Commissioners

E. Refunds Issued by Finance Office

F. Resolution for Bridge Improvements

Resolution No _____

**A RESOLUTION OF THE CAMDEN COUNTY BOARD OF COMMISSIONERS
IN SUPPORT OF
IMPROVEMENTS TO NCDOT BRIDGE 140013**

WHEREAS, Old Swamp Road (SR 1224) is a critical regional transportation corridor into and out of Camden County for commercial and agricultural vehicles; AND

WHEREAS, this commercial and agricultural traffic provides significant economic benefits to Camden County and neighboring counties; AND

WHEREAS, typical single commercial or agricultural vehicles weigh approximately 45 tons and tractor trailer vehicles weigh up to 80 tons, AND

WHEREAS, NCDOT Bridge 140013 is posted with weight limits of 18 tons for single vehicles and 26 tons for tractor trailers and is listed by NCDOT as "functionally obsolete";

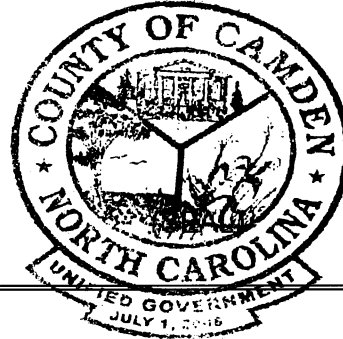
NOW THEREFORE BE IT RESOLVED;

The Camden County Board of Commissioners requests NCDOT to make sufficient improvements to Bridge 14003 to remove the posted weight limits, and to allow for commercial and agricultural traffic on SR 1224 without restrictions.

Sandra J. Duckwall

Sandra Duckwall, Chairman
Camden County Board of Commissioners

Ashley Honaker
Ashley Honaker, Clerk to the Board



Commissioner's Report

Commissioner Michael McLain reminded everyone that as of April 1, 2012, ECBH would be converting from mental health to an insurance company.

Commissioner Clayton Riggs stated that the 911 Board was currently working on obtaining additional towers in the area as well as upgrading to an 800MH system. Commissioner Riggs also stated that the Albemarle Commission was conducting a Man Power study.

County Managers Report

County Manager Michael Renshaw reported the following:

- Thank You to the County staff for all efforts in getting the latest edition of the County newsletter released

South Camden Water & Sewer District Board of Directors

Chairman Sandra Duckwall recessed the Board of Commissioners meeting and entered into the South Camden Water & Sewer District Board of Directors meeting at 8:21PM.

Re-convene Commissioners meeting

No other Questions or Comments. The South Camden Water & Sewer District Board of Directors meeting adjourned at 8:23pm.

Any other Questions or comments?

Meeting Adjourned

At 8:24 P.M., Chairman Sandra Duckwall asked if there were any other matters to come before the Board of Commissioners, hearing none, she declared the meeting adjourned.

Sandra J. Duckwall

Chairman Sandra Duckwall
Camden County Board of Commissioners

ATTEST:

Ashley Hoyaker

Ashley Hoyaker
Clerk to the Board