

**Camden County Board of Commissioners
Regular Meeting
September 6, 2011
6:00 P.M. – Closed Session
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 September 6, 2011 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 Interim County Manager William “Bill” Cowan, 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: Gwen Wescott of the Albemarle Commission Area Agency Aging, Dan Porter Planning Director, Clarann Mansfield Finance Director, and Mary Gaskins Tax Administrator.

Chairman Sandra Duckwall called to order the September 6, 2011 meeting of the Camden County Board of Commissioners at 7:05 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:

- Move Item 6.H to Item 8.F.
- Remove Item 6.N

Commissioner Michael McLain made a motion to approve the agenda as amended. At 7:07PM, 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 absent; and no Commissioner not voting.

Presentations

Item 3.A. - Gwen Wescott- Albemarle Commission Area Agency Aging

- Mrs. Gwen Wescott came before the Board to give a brief presentation on the Albemarle Commission’s Area Agency Aging.
 - Mrs. Wescott discussed the following:
 - State meeting approaching in October.
 - The 12 delegates in the region.
 - The home delivery meals program is growing.
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Old Business

Item 4.A - French West Vaughn Contract Renewal

Commissioner Clayton Riggs made a motion to not renew the French West Vaughn contract, and to send FWV a letter requesting to contact them in the future on an as-need basis. At 7:14PM, 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 Commissioners voting no; No Commissioners absent; No Commissioners not voting.

Public Hearing

Item 5.A, - Consideration of Construction of the South Camden Fire Station; Acceptance of Bids.

At 7:14PM, Vice Chairman Garry Meiggs made a motion to go into public hearing. 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 Commissioners voting no; No Commissioners absent; No Commissioners not voting. Fire Commissioner George Tarkington of 317 North NC343, Camden, NC, came before the Board to present the following information:

- 2-years of development of fire station
- Land has been purchased and paid for
- Site work has been completed and paid for
- Bids have been put out and accepted
- Site is located on South NC343, just passed Pond Road towards Old Trap.

Commissioner Michael McLain made a motion to come out of public hearing. At 7:16PM, 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 Commissioners voting no; No Commissioners absent; No Commissioners not voting.

Consent Agenda

Commissioner Clayton Riggs made a motion to accept the Consent Agenda. At 7:16PM 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 Commissioners voting no; No Commissioners absent; No Commissioners not voting.

A. Draft Minutes- July 5, 2011

B. Budget Amendments- 2011-12-BA003-2011-12-BA005

**2011-12-BA003
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:

106600-574999	Foreclosure Property	\$50,000.00
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Revenues:

10399400-439900	Fund Balance Appropriated	\$50,000.00
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This will result in an increase of \$0.00 in the Contingency of the General Fund.

Balance in Contingency \$81,184.00.

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 September, 2011.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

**2011-12-BA004
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:			
104940-502000	Salaries	\$4,000.00	
104940-506000	Health Insurance		\$ 6,000.00
104940-513000	Utilities	\$1,000.00	
104940-514000	Travel		\$ 1,300.00
104940-514010	Travel allowance	\$5,000.00	
104940-516000	Maintenance Equipment	\$ 500.00	
104940-526000	Advertising	\$3,000.00	
104940-545000	Contracted Services	\$2,000.00	
104940-545125	Water for Flushing	\$7,000.00	
104940-553000	Dues	\$ 300.00	
104940-562100	ECO Incentive		\$18,000.00
104940-566000	Capital Outlay Inventory	\$2,500.00	

This will result in an increase of \$0.00 in the Contingency of the General Fund.

Balance in Contingency \$81,184.00.

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 September, 2011.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

**2011-12-BA005
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:			
106050-537500	SHIIP Grant Expenses	\$3,795.00	
Revenues:			
10360400-434837	SHIIP Grant	\$3,795.00	

This will result in an increase of \$0.00 in the Contingency of the General Fund.

Balance in Contingency \$81,184.00.

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 September, 2011.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

C. Tax Collection Report

D. Tax Refunds, Pickups and Releases

E. Tax Authority to Collect

May 2011

SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
17,238.69	17,661.14	10,947.63	45,847.46

F. Amendment to February 21, 2011 Board Minutes

G. Albemarle Regional Health Services Resolution

Resolution for Albemarle Regional Health Services d/b/a Inter-County Public Transportation Authority to apply for, administer and report on all funding associated with the North Carolina Department of Transportation's Rural Operating Assistance Program (ROAP)

A motion was made by _____ and seconded by _____ for the adoption of the following resolution, and upon being put to a vote was duly adopted.

WHEREAS, Albemarle Regional Health Services d/b/a Inter-County Public Transportation Authority is a Public Transportation Authority created pursuant Article 25 of Chapter 160A of the North Carolina General Statutes, which serves the counties of Chowan, Perquimans, Pasquotank, Camden, and Currituck.

WHEREAS, this resolution will allow Albemarle Regional Health Services d/b/a Inter-County Public Transportation Authority (ARHS-ICPTA) to apply for the county's NCDOT ROAP allocation regionally and combine the funding to seamlessly serve the region served by ARHS-ICPTA.

WHEREAS, by assuming the responsibility of completing the grant application, directly receiving, and reporting on this funding regionally, the Regional Public Transportation Authority created pursuant Article 25 of Chapter 160A of the North Carolina General Statutes will assume all fiduciary, reporting, public notification and audit requirements associated with the county's NCDOT ROAP allocation.

WHEREAS, this resolution serves as an agreement between ARHS-ICPTA and the county until it is suspended. The county must give 90 days notice to ARHS-ICPTA prior to the end of the fiscal year to dissolve the agreement.

WHEREAS, the purpose of this resolution is to accomplish the following objectives:

- ✓ Reduce the number of Rural Operating Assistance Program (ROAP) accounts ARHS-ICPTA manages from thirty (30) to three (3).
- ✓ Allow a Regional Public Transportation Authority created under pursuant Article 25 of Chapter 160A of the North Carolina General Statutes to leverage the region's current total ROAP allocation against the FTA Section 5310, Grant for Elderly Individuals and Individuals with Disabilities, and 5316 Job Access Reverse Commute (JARC), created under SAFETEA-LU, which are 50/50 grant programs.
- ✓ Reduce the number of grant applications and reports for NCDOT to review concerning North Carolina's ROAP program.

NOW, THEREFORE, be it resolved; that Albemarle Regional Health Services d/b/a Inter-County Public Transportation Authority (ARHS-ICPTA) is authorized to apply for the county's funding associated with the North Carolina Department of Transportation's Rural Operating Assistance Program (ROAP) and combine that funding to use it to provide transportation services to the AHRS-ICPTA service area.

I, _____ do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the _____ duly held on the _____ day of _____.

Signature of the Board of County Commissioners Chairperson

Subscribed and sworn to me (date) _____

Notary

Address

My Commission Expires (date) _____

h. Moved to Item 8.F

I. Surplus Vehicles

J. Fire Station Agreement & Lease

K. Sheriff's Request to Fill Vacant Deputy Position

L. Set Public Hearing; Special Use Permit Application (UDO 2011-07-13); Mrs. Wilson L. Forbes, III for expansion of Mining Operation (Forbes Sand Company, INC)

M. NCDOT Petition for Road Addition and Resolution

N. Removed

Board Appointments

7. A. - US17 Association

Commissioner Michael McLain made a motion to appoint Donna Stewart (Dismal Swamp Welcome Center) to the US17 Association. At 7:17PM, 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 Commissioners voting no; No Commissioners absent; No Commissioners not voting.

7. B - Fire Relief Fund Trustees Reappointment.

Commissioner Clayton Riggs made a motion to reappoint John Scott Radcliff and Larry Glasscock to the Fire Relief Fund Board of Trustees. At 7:19PM, 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 Commissioners voting no; No Commissioners absent; No Commissioners not voting.

New Business

Item 8.A. - Construction Contract for Shiloh Fire Station

Commissioner Michael McLain made a motion to accept the contract for construction of the Shiloh Fire Station to Godfrey Construction LLC. At 7:19PM, 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 Commissioners voting no; No Commissioners absent; No Commissioners not voting.

Item 8.B. - Steering Committee for Comprehensive Plan

Planning Director Dan Porter came before the Board to explain that Clarion and himself were wanting to establish a steering committee for the Comprehensive Plan process. There was a consulting meeting on September 1, 2011. There would be 1 meeting a month for the next 10-12 months.

Commissioner Michael McLain made a motion to approve the Steering Committee for the Comprehensive Plan. At 7:23PM, 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 Commissioners voting no; No Commissioners absent; No Commissioners not voting.

Item 8.C. - Approval of the Six Mile Insurance Fire District for South Mills Fire District

Finance Director Clarann Mansfield came before the Board to explain that with the moving of the South Mills Fire Station, the Fire Chief is requesting to expand his fire district from 5-miles, to 6-miles, to help in preventing citizen's insurance rates from increasing.

Vice Chairman Garry Meiggs made a motion to approve the expansion of the South Mills Fire District by 1 mile. At 7:25PM, 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 Commissioners voting no; No Commissioners absent; No Commissioners not voting.

Item 8.D. - Monthly tax Report

Tabled to next meeting

Item 8.E. - Funding for Shiloh Fire Station

Finance Director Clarann Mansfield came before the Board to explain that the Fire Commissioner was requesting that the County advance Fire Tax Revenues to fund the Shiloh Fire Station.

**2011-12-BA006
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:			
106900-597400	Contribution to CH & S	\$350,000.00	
Revenues:			
10399400-43990	Fund Balance Appropriated	\$350,000.00	

This will result in an increase of \$0.00 in the Contingency of the General Fund.

Balance in Contingency \$81,184.00.

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 September, 2011.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

Commissioner Clayton Riggs made a motion to approve the County advancing Fire Tax Revenues to fund the construction of the Shiloh Fire Station. At 7:27PM, 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 Commissioners voting no; No Commissioners absent; No Commissioners not voting.

Item 8.F. - Amendment of Conditional and Special use Permit

Planning Director Dan Porter explained to the Board that Mr. Cartwright holds a special use permit from 2007 to have up to, and more than, 5 vehicles on his property. Mr. Cartwright wishes to amend his SUP to state a maximum limit of 20 vehicles with 6 foot privacy fence.

Vice Chairman Garry Meiggs made a motion to approve the amendment to the Conditional and Special use Permit. At 7:32PM, the motion passed 5- 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 Commissioners voting no; No Commissioners absent; No Commissioners not voting.

Commissioner's Report

Commissioner Krainiak stated that according to JCPC, Camden has the lowest juvenile problem in northeastern NC.

Commissioner McLain stated that ECBH has applied for a medical waiver, and will control all mental health services in their service area.

County Managers Report

Interim County Manager Bill Cowan reported the following:

- FEMA has added Camden County to its declaration for Hurricane Irene.
- Request a closed session after the regular meeting to discuss personnel issues.
There will be no action to come.

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 7:34PM.

Commissioner Clayton Riggs made the motion to approve the consent agenda. 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 one absent; and no Commissioner not voting.

Re-convene Commissioners meeting

No other Questions or Comments. The South Camden Water & Sewer District Board of Directors meeting adjourned at 7:35PM.

Closed Session- Pursuant NC G.S. 143-318.11(a)(6) personnel

Vice-Chairman Garry Meiggs made a motion to go into closed session. 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 one absent; and no Commissioner not voting.

Vice Chairman Garry Meiggs made a motion to come out of closed session. At 7:46PM, 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 one absent; and no Commissioner not voting.

Any other Questions or comments?

Meeting Adjourned

At 7:47 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.

Chairman Sandra Duckwall
Camden County Board of Commissioners

ATTEST:

Ashley Honaker
Clerk to the Board