

**Camden County Board of Commissioners**  
**Regular & Organizational Meeting**  
**December 7, 2009**  
**Historic Courtroom, Courthouse Complex**  
**Camden, North Carolina**

**MINUTES**

The organizational and regular meeting of the Camden County Board of Commissioners was held on Monday, December 7, 2009 at 7:00 p.m., with a closed session held at 6:00 p.m., in the Historic Courtroom, Camden, North Carolina. The following members were present:

Chairman Philip S. Faison  
Vice Chairman Melvin J. Jeralds  
Commissioners Sandy Duckwall, Garry Meiggs and Michael McLain

Also attending was County Manager Randell Woodruff, Clerk to the Board Ava Gurganus and County Attorney John Morrison.

**6:00 P.M. – 7:00 P.M. – Closed Session**

Commissioner Michael McLain made a motion to go into closed session pursuant to G.S. 143-318.11(a)(3) for the purpose of Consultation with Attorney and pursuant to G.S. 143-318.11(a)(6) for the purpose of discussing Personnel. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

The Commissioners entered closed session at 6:00 p.m.

Commissioner Michael McLain made a motion to come out of closed session. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

The Commissioners re-entered regular session at 7:13 p.m.

**Call to Order**

Chairman Philip Faison called the regular and organizational meeting to order and called upon Pastor Karl Bowden to give invocation and lead those present in the Pledge of Allegiance.

**Old Business - Draft Minutes of November 16, 2009 Regular Meeting**

Commissioner Michael McLain made a motion to approve the minutes of the November 16, 2009 regular meeting subject to correction of technical and typographical errors. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

**Old Business - Ordinance No. 2009-11-01 – An Ordinance Amending the Camden County Code of Ordinances – Chapter 70**

Commissioner Michael McLain made a motion to approve Ordinance No. 2009-11-01. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Approved Ordinance No. 2009-11-01 reads as follows:

**Ordinance No. 2009-11-01**

**A Ordinance  
Amending the Camden County  
Code of Ordinances**

**Camden County, North Carolina**

BE IT ORDAINED BY THE CAMDEN COUNTY BOARD OF COMMISSIONERS as follows:

**Article I: Purpose**

The purpose of this Ordinance is to regulate the use of Golf Carts on a public street, road or highway.

**Article II. Construction**

For purposes of this Ordinance, underlined words (underline) shall be considered as additions to existing Ordinance language and ~~strikethrough words (strikethrough)~~ shall be considered deletions to existing language. New language of proposed ordinance shall be shown in italics (italics) and underlined.

**Article III. Create new Chapter 70 of the Camden County Code of Ordinances which shall read as follows:**

**CHAPTER 70: Regulating the use of Golf Carts on Public Streets**

Section

70.01 Purpose, Intent and Findings

70.02 Definitions

70.03 Policy Statement and Liability Disclaimer

70.04 Rules and Regulations

70.05 Permit Required

70.06 Penalty

**§ 70.01 Purpose, Intent and Findings**

(A) Pursuant to N.C.G.S. § 153A-245, Camden County may by ordinance regulate the operation of golf carts as defined in N.C.G.S. § 20-4.01(12a) on any public street, road or highway where the speed limit is 35 miles per hour or less within the county that is located in any unincorporated areas of the county or on any property owned or leased by the county.

(B) Further pursuant to N.C.G.S. § 153A-245, Camden County may by ordinance require the registration of golf carts, charge a fee for the registration, specify who is authorized to operate golf carts, and specify the required equipment, load limits, and the hours and methods of operation of golf carts.

(C) The Camden County Board of Commissioners desires to allow the use of golf carts within the county in accordance with State law and local law while at the same time preserve and address the interest of public safety associated with such use.

(D) Camden County finds that unregulated use of golf carts on public streets and roads is detrimental to the safety of the citizens of Camden County. This ordinance is intended to apply only to the Taylor's Beach Area of Camden. The ordinance may be expanded to other areas of the County at a later date or to the entire County.

**§ 70.02 Definitions**

(A) Golf Cart – A vehicle designed and manufactured for operation on a golf course for sporting or recreational purposes and that is not capable of exceeding speeds of twenty (20) miles per hour.

**§ 70.03 Policy Statement and Liability Disclaimer.**

(A) This ordinance is adopted to address the interest of public safety under which the provisions of N.C.G.S. § 153A-245 which provides counties with the authority to regulate the use of golf carts that have not been outfitted and registered as required by state law. Generally, golf carts (hereinafter "carts") that have not been outfitted and registered are not designated or manufactured to be used anywhere other than golf courses, and Camden County in no way advocates or endorses their operation elsewhere within the county. The county, by regulating such operation, is merely trying to address obvious safety issues, and adoption of this ordinance is not to be relied upon as a determination that operation is safe or advisable if done in accordance with this ordinance. All persons who operate or ride upon carts do so at their own risk and peril, and must be observant of and attentive to the safety of themselves and others, including their passengers, other motorists, bicyclists, and pedestrians. Camden County has no liability under any theory of liability for permitting carts to operate in the county. The owner and operator of the cart is responsible for any liability involved in using the cart. The county does not encourage cart operation and does not represent that the operation of carts under these rules will render cart operation safe and without risk to the driver and passenger(s) of a cart.

**§ 70.04 Rules and Regulations.**

(A) Carts that are not equipped and registered as required by the State Motor Vehicle Law may only operate on public streets and roads within the County of Camden as set forth herein and in accordance with these rules and regulations. Operation of carts in violation of these rules and regulations shall be subject to the penalty provisions of Section 5 of this Ordinance or, in egregious cases, may constitute reckless driving as defined in the North Carolina General Statutes.

(B) All carts operated on the streets must have a valid permit sticker from the Camden County Tax Office. A yearly fee as established by the Camden County Fee Schedule on a per cart basis will be charged by the Camden County Tax Office for a permit sticker. There will be no prorated registrations nor will there be any refunds issued. A thirty-one day re-registration period for all previously registered golf carts will be permitted during the month of January each year for an annual registration charge per the Camden Fee Schedule. Owners re-registering after January 31<sup>st</sup> of each year will be considered expired until re-registered and not permitted to use the golf carts in the associated areas. Driving a golf cart without a current registration will result in a fine as determined by the Camden County Fee Schedule. A list of all registrations will be maintained by the Camden County Sheriff's Office. The Golf Cart owner is responsible for maintaining their registration, no notices will be mailed. If a golf cart is purchased during the calendar year, the fee will not be prorated and would be the amount established as per the Camden Fee Schedule.

(C) Any person who operates a cart on a street in Camden County must adhere to all applicable State laws concerning the possession and use of alcoholic beverages and all illegal drugs, as well as all other State traffic laws.

(D) Any person who operates a cart in Camden County and fails to receive or properly display a Camden County permit sticker will be subject to State law requiring registration and any other applicable laws, in addition to the requirements of this Ordinance.

(E) Any person who operates a cart in Camden County takes full responsibility for all liability associated with operating the cart.

(F) Carts may not be operated on or alongside a public road or street with a posted speed limit greater than thirty-five (35) miles per hour.

(G) Drivers of carts shall not drive on Highway 343 or Highway 158, except when crossing Highway 343 or Highway 158. This ordinance is intended to apply to the Taylor's Beach Section of Camden. They shall not be permitted on Highway 343.

(H) Drivers of carts shall stay to the far right of the traveled portion of the road and yield to the right-of-way to overtaking motor vehicles.

(I) Any cart operating between the time of one-half hour after sunset and one-half hour before sunrise shall be equipped with and have in use headlights.

(J) Carts shall be equipped with at least one operational rear-view mirror and at least two rear reflectors. Red rear reflectors must be at least three (3) inches in width.

(K) Persons are prohibited from standing on a cart while the cart is in operation.

(L) The maximum occupancy of a cart traveling on the street is one person per bucket seat or two people per bench seat.

(M) Children must be properly seated while a cart is in motion and may not be transported in a negligent manner.

(N) If the cart is equipped with seat belts, all passengers are to wear the seat belts at all times the cart is in motion.

(O) A driver must be at least sixteen (16) years old and possess a valid state-issued driver's license. Cart operators must carry their driver's license on their person at all times while operating a cart on public streets and roads in the county.

(P) No cart may be operated at a speed greater than reasonable and prudent for the existing conditions, and in no instance at a speed greater than twenty (20) miles per hour.

(Q) No cart may be operated in a careless or reckless manner.

(R) Carts shall not be operated on sidewalks.

(S) Carts shall not be operated on private property without the permission and consent of the property owner, property manager or home owner's association, if applicable.

(T) The Camden County Sheriff's Office's interpretation of the above rules and regulations are final. The Camden County Sheriff's Office will maintain its interpretation in a written and published manner.

#### **§ 70.05 Permit Required**

(A) Cart Owners must complete the Golf Cart Owner Registration Form and show proof of license to drive to the Camden County Tax Office. The completed forms will be maintained by the Camden County Tax Office and the Camden County Sheriff's Office. Visible proof of compliance must be attached to a conspicuous place on the cart.

(B) The Camden County Tax Office is hereby authorized to issue a permit for a fee as published by the Camden County Fee Schedule to all appropriate applicants, one per cart. When issuing this permit, Camden County Tax Office staff shall require the applicant to sign a statement certifying he or she has read the provisions on the County's Ordinance on cart usage as set forth in this Ordinance.

#### **§ 70.06 Penalty**

(A) A violation and/or repeated violations of this ordinance may result in any combination of the following: a fine, loss of privileges (loss of permit sticker) for up to one year and/or revocation of said permit, and/or prosecution in a court of law.

(B) Violation of this chapter shall be a misdemeanor and punished with a fine as published by the Camden County Fee Schedule for each violation, provided, however, that operating a cart under the influence of an impairing substance, alcohol or drugs, on a public road or highway is not a violation of this Ordinance, but a violation of State law, and is publishable as provided in Chapter 20 of the North Carolina General Statutes.

(C) The Camden County Sheriff and the Camden County Tax Office retains the right to refuse to issue any permit. The Camden County Sheriff retains the right to revoke any permit for up to twelve months in the event of repeated violations of this ordinance or conviction of driving while impaired and/or reckless driving.

Adopted by the Board of Commissioners for the County of Camden this 7th day of December, 2009.

County of Camden

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Philip S. Faison, Chairman  
Camden County Board of Commissioners

ATTEST:

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Ava J. Gurganus  
Clerk to the Board

(SEAL)

**Old Business - Request For Proposal (RFP) Results for South Mills Volunteer Fire Department**

County Manager Randell Woodruff asked that this matter be continued until January 4, 2010 due to the county receiving one (1) proposal. The RFP will be advertised again with a submission deadline the last week of December and presented to the Board on January 4, 2009.

**Old Business - Board Appointment – Pasquotank/Camden Library Board**

Commissioner Sandy Duckwall made a motion to appoint Nell Morrison to the Pasquotank/Camden Library Board. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

**Old Business – Community Development Block Grant (CDBG) Scattered Site Policies**

Commissioner Michael McLain made a motion to approve the Fair Housing Plan policy for the 2008 CDBG Scattered Site Housing Program. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

**Old Business – Minutes of the November 23, 2009 Joint Meeting with Currituck Board of Commissioners**

Commissioner Sandy Duckwall made a motion to approve the minutes of the November 23, 2009 Joint Meeting with Currituck Board of Commissioners subject to correction of technical and typographical errors. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

**Organizational Meeting:**

**Nomination(s) and Election of Chair of the Board**

Commissioner Sandy Duckwall nominated Philip Faison as Chairman of the Board of Commissioners.

There being no further nominations, Commissioner Melvin Jeralds made a motion to close the nominations. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

The nomination of Philip Faison as Chairman of the Board of Commissioners passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

#### **Nomination(s) and Election of Vice Chair of the Board**

Commissioner Michael McLain nominated Commissioner Sandy Duckwall as Vice Chair of the Board of Commissioners.

There being no further nominations, Commissioner Garry Meiggs made a motion the nominations for Vice Chair of the Board of Commissioners be closed. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

The nomination of Sandy Duckwall as Vice Chairman of the Board passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

#### **Appointment - County Attorney**

Commissioner Michael McLain made a motion to appoint John Morrison, Twiford Law Firm, as county attorney.

There being no further motions to appoint, Chairman Philip Faison made a motion that the appointment of County Attorney be closed. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

The appointment of John Morrison, Twiford Law Firm, as county attorney passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

#### **Appointment - Clerk to the Board**

Commissioner Garry Meiggs made a motion to appoint Ava Gurganus as Clerk to the Board.

There being no further motions to appoint, Chairman Philip Faison made a motion that the appointment of Clerk to the Board be closed. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

The appointment of Ava Gurganus as Clerk to the Board passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

#### **Review Bonds – Sheriff, Register of Deeds, Tax Administrator, Finance Officer**

Commissioner Michael McLain made a motion to approve the bonds of the Sheriff, Register of Deeds, Tax Administrator and Finance Officer. The motion passed with

Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

**2010 Board of Commissioners Meeting Calendar and Approval of 2010 Employee Holiday Schedule**

Commissioner Michael McLain made a motion to approve the 2010 Board of Commissioners meeting calendar and 2010 Employee Holiday Schedule. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

**MEETING CALENDAR  
Camden County Board of Commissioners  
2010**

<b><u>DAY - DATE</u></b>	<b><u>TYPE OF MEETING</u></b>	<b><u>TIME</u></b>		<b><u>DAY - DATE</u></b>	<b><u>TYPE OF MEETING</u></b>	<b><u>TIME</u></b>
Mon. Jan. 4, 2010	Regular Board of Commissioners	7:00 p.m.		Tues. July 6, 2010	Regular Board of Commissioners	7:00 p.m.
<b>Tues. Jan. 19, 2010</b>	Regular Board of Commissioners	7:00 p.m.		Mon. July 19, 2010	Regular Board of Commissioners	7:00 p.m.
Mon. Feb. 1, 2010	Regular Board of Commissioners	7:00 p.m.		Mon. August 2, 2010	Regular Board of Commissioners	7:00 p.m.
	<b>RETREAT</b>					
Mon. Feb. 15, 2010	Regular Board of Commissioners	7:00 p.m.		<b>No meeting on the Third Monday in August due to NCACC Conference.</b>		
Mon. Mar. 1, 2010	Regular Board of Commissioners	7:00 p.m.		<b>Tues. Sept. 7, 2010</b>	Regular Board of Commissioners	7:00 p.m.
Mon. Mar. 15, 2010	Regular Board of Commissioners	7:00 p.m.		Mon. Sept. 20, 2010	Regular Board of Commissioners	7:00 p.m.
Mon. April 5, 2010	Regular Board of Commissioners	7:00 p.m.		Mon. Oct. 4, 2010	Regular Board of Commissioners	7:00 p.m.
Mon. April 19, 2010	Regular Board of Commissioners	7:00 p.m.		Mon. Oct. 18, 2010	Regular Board of Commissioners	7:00 p.m.
Mon. May 3, 2010	Regular Board of Commissioners	7:00 p.m.		Mon. Nov. 1, 2010	Regular Board of Commissioners	7:00 p.m.
Mon. May 17, 2010	Regular Board of Commissioners	7:00 p.m.		Mon. Nov. 15, 2010	Regular Board of Commissioners	7:00 p.m.
Mon. June 7, 2010	Regular Board of Commissioners	7:00 p.m.		Mon. Dec. 6, 2010	Regular Board of Commissioners	7:00 p.m.
Mon. June 21, 2010	Regular Board of Commissioners	7:00 p.m.		<b>No meeting on the Third Monday in December.</b>		
<b>HOLIDAY SCHEDULE</b>						
Friday, January 1, 2010				New Years Day (Office closed)		
Monday, January 18, 2010				Martin Luther King (Office closed)		
Friday, April 2, 2010				Good Friday (Office closed)		
Monday, May 31, 2010				Memorial Day (Office closed)		
Monday, July 5, 2010				Independence Day (Office closed)		
Monday, September 6, 2010				Labor Day (Office closed)		
Thursday, November 11, 2010				Veterans Day (Office closed)		
Thursday & Friday, November 25 & 26, 2010				Thanksgiving (Office closed)		
Friday & Monday, December 24, 27, 2010				Christmas Holidays (Office Closed)		
Friday, December 31, 2010				New Year's Day - 2011 (Office Closed)		

**CLOSED SESSION WILL BE HELD AT 6:00 P.M., IF REQUIRED.**  
**MEETINGS WILL BE HELD IN THE HISTORIC COURTROOM, UNLESS OTHERWISE ADVERTISED.**

The Organizational Meeting concluded and Chairman Philip Faison presided over the meeting.

**PRESENTATION: Debra Sheard – Albemarle Commission**

Debra Sheard, Regional Long Term Care Ombudsman, stated that she has one (1) committee member out of the five (5) required membership, and is out of compliance with appointments to the Adult Care Home Community Advisory Committee (ACHCAC). The committee members perform unannounced visit to Needham's Nursing Home. Mrs. Sheard explained the community advisory committee and purpose. The committee meets quarterly and members are encouraged to visit Needham's as often as possible on their own. Mrs. Sheard praised the operation of Needham's Nursing Home.

Commissioner Michael McLain asked Mrs. Brenda Sawyer if she would be willing to serve, to which Mrs. Sawyer replied affirmatively.

Commissioner Michael McLain made a motion to appoint Brenda Sawyer as a member to the Adult Care Home Community Advisory Committee (ACHCAC). The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

**Public Comments**

Brian Meekins, 122 Baybridge Drive, President/Founder Shiloh Sharks Football, stated on November 14, 2010 the Shiloh Sharks went to Beaufort County for the State Championship and both teams were victorious. The age eight (8) and under group's score was 26-0; Division 2, age ten (10) and under group's score was 39-6. Mr. Meekins stated this is second year in a row championship for the Shiloh Sharks for eight (8) and under and the first year for the ten (10) and under group. Mr. Meekins thanked the Board for their continued support.

Bea Ferebee, spoke regarding a prior meeting where the Board had a volunteer form from Brenda Sawyer to serve on the Library Board. Mrs. Ferebee read from the Commissioner's meeting minutes where no one made a motion to accept Mrs. Sawyer's application or to nominate her for the Board. Mrs. Ferebee stated that the Chairman asking the County Attorney if his wife was interested in serving on the Library Board does not seem right; seems like a conflict of interest and asked for the Board's comments regarding this matter and the process that took place.

Chairman Philip Faison stated that this time is for the public to make comments and the Board does not make comments back.

Mrs. Ferebee asked when she could get a statement back or how does she address the matter so that she can get a comment back.

Chairman Philip Faison deferred to Attorney John Morrison.

Attorney John Morrison stated in responding to the question, that his wife is a retired librarian and had expressed an interest months ago. Mr. Morrison stated that on one (1) occasion that he could recall, Mr. Morrison mentioned to Chairman Philip Faison that if there were an opening, his wife had an interest on serving on the Library Board. Mr. Morrison addressed the conflict of interest and stated he is not a county employee but an independent contractor, so there is not nepotism involved. Mr. Morrison further stated that the Board of Commissioners has discretion in their appointments to appoint the person that they think is best qualified. Mr. Morrison stated that the Board listens to public comments and are not required to respond and generally do not entertain public comments on matters that are already on the agenda. This was on the agenda tonight because it was old business. It was on the agenda last time because it was new business and that would have been the time to respond. Mr. Morrison advised that Mrs. Ferebee



has the right to talk to Commissioners individually outside of this Board meeting should choose to do so, and they can respond or not as they choose to do so.

Mrs. Ferebee stated for the record, whether or not the Commissioners choose to respond or not, she expressed her feelings that it was inappropriate. Mrs. Ferebee stated that the Board said they had problems with getting applicants to serve on boards The Commissioners had an applicant; the Board had an opportunity to appoint that person but chose to entertain getting someone else to apply.

**Consideration of Agenda**

Chairman Philip Faison added *Item 1. Old Business, E. CDBG Scattered Site Policies and F. Draft Minutes of November 23, 2009 Joint Meeting with Currituck Board of Commissioners.*

Commissioner Melvin Jeralds made a motion to approve agenda as amended. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

**Consent Agenda**

Commissioner Garry Meiggs made a motion to approve the consent agenda as presented. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

• **Consent Agenda**

Volunteer Form – David Bundy

Authorization to Collect – August Renewals in the amount of \$49,527.42.

Tax Releases, Pick Up and Refunds

<u>Name</u>	<u>Amount</u>	<u>Type</u>	<u>Reason</u>	<u>No.</u>
James Weeks	+\$175.50	Pick Up	Late Listing	11736
	+\$175.50	Adjustment		
James Weeks	+\$101.51	Pick Up	Late Listing	11740
	+101.51	Adjustment		
James Weeks	+\$134.72	Pick Up	Late Listing	11739
	+\$134.72	Adjustment		
James Weeks	-\$134.72	Release	Incorrect Info	11773
	-\$134.72	Adjustment		
James Weeks	-\$175.50	Release	Incorrect Info	11772
	-\$175.50	Adjustment		
James Weeks	-\$101.51	Release	Incorrect Info	11774
	-\$101.51	Adjustment		
Leslie Etheridge	+\$110.39	Pick Up	Late Listing	11753
	+\$119.39	Adjustment		
James Delong	+\$117.01	Pick Up	Late Listing	11752
	+\$117.01	Adjustment		
Jeffrey Davis	+\$162.38	Pick Up	Discovery	11751
	+\$162.38	Adjustment		
David Krewson	+\$108.70	Pick Up	Discovery	11758
	+\$108.70	Adjustment		
Thien Van Nguyen	+\$122.05	Pick Up	Discovery	11760
	+\$122.05	Adjustment		
Deter L’Able	+\$822.70	Pick Up	Discovery	11771
	+\$822.70	Adjustment		
William Smithson Jr.	\$121.98	Release	Wrong County	11724
Jaime Freeman	\$125.00	Pick Up	Code Enforcement Fee	11746

Refunds to be Issued by Finance Office in the amount of \$117.69.

Budget Amendments 2009-10-BA014, 2009-10-BA-015, 2009-10-BA016, and 2009-10-BA017

**2009-10-BA014  
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, 2010.

**Section 1. To amend the DSS Trust Fund as follows:**

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Expenses:</b>			
518000-536400	Client Account	\$8,500.00	
<b>Revenues:</b>			
51330800-436400	Client Account	\$8,500.00	

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

**Balance in Contingency \$378,351.00.**

**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 7<sup>th</sup> day of December, 2009.**

\_\_\_\_\_  
Clerk to Board of Commissioners

\_\_\_\_\_  
Chairman, Board of Commissioners

**2009-10-BA015  
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, 2010.

**Section 1. To amend the Scattered Housing Fund as follows:**

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Expenses:</b>			
145000-545010	Demolition	\$12,000.00	
145000-598110	Relocation		\$20,042.00
145000-598303	CDBG Administration	\$ 8,042.00	

**Correction to \$400,000 Grant expenses breakdown.**

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

**Balance in Contingency \$378,351.00.**

**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 7<sup>th</sup> day of December, 2009.**

\_\_\_\_\_  
Clerk to Board of Commissioners

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Chairman, Board of Commissioners

**2009-10-BA016  
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, 2010.

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

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Expenses:</b>			
415300-515000	Building Maintenance	\$6,000.00	
415300-599900	Fund Reserves		\$6,000.00

**Installation of Heat/Air in station. Must have heat.**

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

**Balance in Contingency \$378,351.00.**

**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 7<sup>th</sup> day of December, 2009.**

\_\_\_\_\_  
Clerk to Board of Commissioners

\_\_\_\_\_  
Chairman, Board of Commissioners

**2009-10-BA017  
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, 2010.

**Section 1. To amend the General Fund as follows:**

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Expenses:</b>			
106120-574103	Capital Outlay Vehicle	\$6,888.00	
109990-500000	Contingency		\$6,888.00

**This will result in a decrease of \$6,888.00 in the Contingency of the General Fund.**

**Balance in Contingency \$371,463.00.**

**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 7<sup>th</sup> day of December, 2009.**

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**Clerk to Board of Commissioners**

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**Chairman, Board of Commissioners**

- **End of Consent Agenda**

**New Business - Position Classification Plan**

Commissioner Sandy Duckwall made a motion to approve the defined position classification plan as submitted by Human Resource Director Stephanie Jackson. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

**New Business - Selection of Contractor for Construction of Concession Stand/Restroom Facility – Camden Community Park**

Parks and Recreation Director Tim White submitted three (3) bids for the construction of the concession stand and restroom facilities at the back portion of the Community Park and recommended the lowest bidder, Harrellsville Metal Works.

Commissioner Melvin Jeralds made a motion to approve Harrellsville Metal Works as the contractor to build the concession stand and restroom facilities at the Community Park. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

**New Business - NCHFA Urgent Repair Program**

The North Carolina Housing Finance Agency is accepting applications for the Urgent Repair Program. The deadline is December 14, 2009.

Program funding enables recipient organizations to provide grants of up to \$5,000 for emergency home repairs and modifications to very low-income owner-occupied homes with one or more fulltime household members with special needs (e.g., elderly, disabled, or a child 6 or under with an elevated blood-lead level). Household incomes cannot exceed 50% of the area median income. At least 70% of recipients must have incomes less than 30% of the median income.

The goals of the Urgent Repair Program are: 1) to alleviate housing conditions which pose an imminent threat to the life or safety of very low-income homeowners with special needs; and 2) to provide accessibility modifications and other repairs necessary to prevent the imminent displacement of very low-income homeowners with special accessibility needs, such as frail elderly and persons with disabilities.

Last year's URP funding cycle ("URP09"), was very competitive, with sixty nine (69) applicants requesting a total of \$5.5 million. With \$3.5 million available, forty one (41) projects were funded. With a decrease of \$1.5 million of funding available under URP10, we expect twenty three (23) to twenty five (25) of the applicants to receive awards.

Nonprofit organizations, local governments and regional councils with the technical capacity to manage residential construction projects are eligible to apply. Eligible applicants must cover service areas with a population of 5,000 or greater.

The maximum funding amount is \$75,000 for projects serving a single county.

Commissioner Sandy Duckwall made a motion to approve submitting application for NCHA Urgent Repair Program. The motion passed with Commissioners Melvin Jeralds,

Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

### **French West Vaughan Agreement – OLF**

Commissioner Michael McLain made a motion to approve the six (6) month renewal of the French West Vaughan Contract contingent upon contract approval by Currituck County. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

### **Set Fee Schedule for Golf Cart Permits**

Commissioner Michael McLain made a motion to set fee schedule for golf cart permits to be collected by Tax Office of \$20.00 annual fee for sticker, \$50.00 late listing for sticker, and penalty fine of \$150.00 in addition to annual fee and late listing fee for noncompliance. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

### **Commissioner's Report**

Commissioner Michael McLain stated that he has an appointment with Congressman Butterfield, Washington, DC on Monday, December 14, 2009 to discuss opposition of the proposed Navy OLF.

Commissioner Sandy Duckwall stated for the record that she was approached by a citizen recently saying that they had heard that Dunkin Donuts had requested to come to Camden County and the Board of Commissioners turned them down and she wanted to state for the record that Dunkin Donuts has not approached the Board of Commissioners, nor would the Board turn Dunkin Donuts down if they did contact the Board.

### **County Manager's Report**

County Manager Randell Woodruff reported on the following:

- Received positive news on the Coast Guard junior league leadership program at Camden High School and CamTech School. The School Superintendent met recently with Coast Guard representatives and it is anticipated that this program is going to be operational at the high school at the beginning of the next school year. This has been in the works for four (4) years or more.
- The Golden Leaf \$2m check presentation for the water/sewer infrastructure for US17 that was scheduled for December 10, 2009 is delayed until January/February 2010.
- Audit now complete and has received preliminary approval from the Local Government Commission and will be presented by the audit firm to the Board on January 4, 2010.
- New Viper Communications tower in South Mills is operational.
- Dominion Power Customer Meeting is rescheduled for December 9, 2009.
- Working on trip to Washington, DC beginning of 2010.
- Started process of Board retreat.

### **Other Matters**

Golf Carts: Commissioner Melvin Jeralds stated that the Board would like to have a sign placed in the entrance of Taylor's Beach advising of Golf Carts on the road and a sign when leaving that no golf carts can be beyond that point.

Attorney John Morrison stated that the cost of signs should be taken out of the fees charged.

### **Board Topics**

Brenda Sawyer asked the County Manager if citizens can suggest topics for the Board meetings, to which the County Manager replied that suggestions would be made to the Board of Commissioners and the Board would direct him. Chairman Philip Faison questioned if the items for the Commissioners should be taken to the Clerk to be presented to the Board. Mrs. Sawyer stated she would take her suggestions to the Clerk and then the Clerk could present them to the Board. County Manager Randell Woodruff stated that he thought that it really should go to the Commissioners and if they had ideas, they could direct him. Chairman Faison advised Mrs. Sawyer that she make suggestions in the form of a formal presentation. Attorney John Morrison advised that Mrs. Sawyer could attend the January 4, 2010 meeting and speak during public comments.

Brenda Sawyer asked how the Board advertised for committees, to which County Manager Randell Woodruff replied it is put on county website and cable access channel.

**Adjournment**

Commissioner Michael McLain made a motion to adjourn the meeting. The motion passed with Commissioners Melvin Jeralds, Sandy Duckwall, Garry Meiggs, Michael McLain and Chairman Philip Faison voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

The meeting adjourned at 8:14 p.m.

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Philip S. Faison, Chairman  
Camden County Board of Commissioners

ATTEST:

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Ava J. Gurganus  
Clerk to the Board