Camden County Board of Commissioners
Special Meeting
January 22, 2013
6:00 P.M. – Closed Session
7:00 P.M. - Special Meeting
Historic Courtroom, Courthouse Complex
Camden, North Carolina

MINUTES

The regular meeting of the Camden County Board of Commissioners was held on Monday, January 7, 2013 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:

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

Also attending were County Manager Mike Renshaw, and Clerk to the Board Ashley R. Honaker, and County Attorney John Morrison. Present for purposes of making a presentation(s) or providing supporting information for agenda items were the following persons: Lisa Anderson- Assistant Tax Administrator, Bob Pearson, Dan Porter- Planning Director, and Clarann Mansfield- Finance Officer.

Closed Session, 6:00 P.M. Pursuant to G.S. 143-318.11(a)(3) - Consultation with Attorney

Commissioner Michael McLain made a motion to go into closed session pursuant to G.S 143-318.11(a)(3) for consultation with attorney. At 6:00 P.M., the motion passed 4-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Sandra Duckwall absent; and no Commissioner not voting.

The Commissioners entered closed session at 6:00 P.M.

Vice Chairman Garry Meiggs made a motion to come out of closed session at 6:51 P.M. the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting. Chairman Sandra Duckwall recessed the Board at 6:55 P.M.

Regular Session, 7:00 P.M.

Chairman Garry Meiggs called to order the January 7, 2013 meeting of the Camden County Board of Commissioners at 7:02 PM.

Invocation and Pledge of Allegiance

Chairman Garry Meiggs gave the invocation, and led the Pledge of Allegiance.

Public Comments -

Cooperative Extension Agent Danelle Barco came before the Board to introduce one of the Youth Council members, Matthew Powell, and inform them of the overnight Youth Council Retreat on Friday, January 11, 2013.

Tax Administrator Lisa Anderson came before the Board to introduce two new employees.

Consideration of Agenda

County Manager Mike Renshaw requested to have closed session for the purpose of consulting with Attorney to discuss contract negotiations and personnel matters added to the agenda, Item 8.A, following the County Manager's Report.

Commissioner Clayton Riggs made a motion to approve the agenda as amended. At 7:05PM, the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Presentations

Item 3.A- Bob Pearson- County Revaluation

Mr. Bob Pearson, of Pearson's Appraisal Services, Inc., came before the Board to state that he was responsible for preforming the County's last revaluation in 2007, and would be preforming the 2015 revaluation. The process will involve getting out into the community and meeting people, conducting real property studies of the County, and finalizing the project with tax payer notifications and final appeals. Studies and values will be taken from 2012 and 2013 real sales.

New Business

Item 4.A- NCACC Voting Delegate Designation

Vice Chairman Michael McLain made a motion to appoint Chairman Garry Meiggs as the NCACC Voting Delegate for 2013. At 7:27pm, the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Item 4.B- Amendment to Article VII of Personnel Manual, Retiree Health Insurance Benefits

Vice Chairman Michael McLain made a motion to approve the amendment to the personnel manual, Article VII Retiree Health Benefits. At 7:31pm, the motion passed 3-2 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioner Sandra Duckwall voting aye; Commissioners Clayton Riggs, and Randy Krainiak voting no; no Commissioner absent; and no Commissioner not voting.

Item 4.C- Parks & Recreation Comprehensive Plan

Planning Director Dan Porter came before the Board to explain that the County wished to apply for a Parks & Recreation Trust for a 50% matching grant to acquire property and develop a small park in the southern part of the county with boating access to the Pasquotank River, along with various passive and active recreation facilities. In order increase the competitiveness of the grant application the County needs to have an approved Parks & Recreation plan. In 2008 students and faculty from East Carolina University completed such a plan, but it was not presented to the Board for approval.

Vice Chairman Michael McLain made a motion to adopt the Parks & Recreation Comprehensive Plan. At 7:36pm, the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Item 4.D- Bid Recommendation- US Hwy 17 Welcome Center

County Manager Mike Renshaw explained that representatives of McGill Associates conducted a formal construction project bid opening for the Hwy 17 Welcome Center Sewer Improvement project on November 27, 2012. Three bids were received. Based upon the attached bid tabulation prepared by McGill Associates, Eastern Carolina Construction, Inc. was the lowest responsive, responsible bidder with a total bid amount of \$284,977.50.

Commissioner Sandra Duckwall made a motion to approve the bid award to East Carolina Construction, Inc. at the provided bid amount. At 7:38pm, the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Item 4.E-Bid Recommendation-Camden County 2015 Revaluation

County Manager Mike Renshaw explained that in accordance with G.S. 105-283 and 105-286, counties are required to conduct reappraisals of all real property every eight years. Camden County's last revaluation was approved in 2007 therefore the next reappraisal must be completed and the values, standards, and rules must be reviewed and approved by the Board of Commissioners prior to January 1, 2015. Mr. Bob Pearson of Pearson's Appraisal Service, Inc. has presented a proposal for the 2015 property revaluation. Pearson's Appraisal Service, Inc. has over 30 years of experience in real estate appraisal and has extensive experience in this region. The firm was responsible for conducting a very thorough and professional reappraisal for Camden County's 2007 revaluation and as a result the staff has a strong knowledge of the County as well as the operations of the Tax Office.

Vice Chairman Michael McLain made a motion to approve awarding the bid to Pearson's Appraisal Services, Inc. for the provided bid amount. At 7:42pm, the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Item 4.F- Resolution Approving the Terms of Re-Financing South Mills Fire Trucks and Fire Station

Finance Officer Clarann Mansfield explained that BB&T holds loans for South Mills Fire Station and trucks. Staff received a proposal for the modification of the two loans with a reduction in interest of approximately \$65,000 over the course of the loans. The cost of the expenses and underwriting will be \$3,900.

Commissioner Clayton Riggs made a motion to approve the resolution as presented. At 7:45pm, the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Item 4.G- Monthly Tax Report

Tax Administrator Lisa Anderson presented the monthly tax report for November 2012.

Commissioner Sandra Duckwall made a motion to approve the report as presented. At 7:48pm, the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Board Appointments

Item 5.A- Albemarle Regional Planning Organization- Elected Official nomination and appointment to the Transportation Advisory Committee (TAC)

Commissioner Sandra Duckwall Made a motion to appoint Commissioner Clayton Riggs to the TAC. At 7:50pm, the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Item 5.B- Albemarle Regional Planning Organization- Elected Official nomination and appointment to the Technical Coordinating Committee (TCC)

Commissioner Clayton Riggs made a motion to appoint Planning Director Dan Porter to the TCC. At 7:52pm, the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Item 5.C- Camden Economic Development Committee Re-appointment

Commissioner Randy Krainiak made a motion to re-appoint members Sean Robey, John Kight, and Terri Griffin to the CEDC. At 7:54pm, the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Consent Agenda

Commissioner Clayton Riggs made a motion to remove item 6.I for discussion to Item 4.H and approve the Consent Agenda as amended. At 7:57pm, the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

- A. Draft Minutes- December 3, 2012
- B. Budget Amendments 2012-13-BA010 through 2012-13-BA012

2012-13-BA010 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, 2013.

Section 1. To amend the Community Park Trust Fund as follows:

		AMOUNT	
ACCT NUMBER	DESCRIPTION OF ACCT	INCREASE DECREASE	
Expenses:			
656130-504003 656130-599900 \$1,600.00	Professional Services Fund Reserves	\$1,600.00	

Expenses regarding One Mill Road property.

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

Balance in Contingency \$42,969.00.

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 7th day of January, 2013.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

2012-13-BA011 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, 2013.

Section 1. To amend the General Fund as follows:

		AMOUNT	
ACCT NUMBER	DESCRIPTION OF ACCT	INCREASE	DECREASE
Expenses:			
104300-501100	Election Officials	\$1,099.00	
104300-502000	Salaries	\$1,500.00	
104300-506000	Insurance		\$
341.00			
104300-532000	Supplies		\$
758.00			
104300-526000 \$1,500.00	Advertising		
106120-559200	Bike Expenses	\$ 508.00	
106200-503000	Part Time Salaries	\$ 500.00	
\$2,000.00			
106200-508000	Unemployment	\$2,000.00	
Revenues:			
10380612-434883	Bike Sponsorship	\$ 508.00	

Additional personnel needed for elections (one stop) Recording of additional revenues.

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

Balance in Contingency \$42,969.00.

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 7th day of January, 2013.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

2012-13-BA012 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, 2013.

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

	DESCRIPTION OF ACCT	AMOUNT	
ACCT NUMBER		INCREASE DECREASE	
Expenses:			
528000-520000	Crisis Intervention	\$14,045.00	
528000-554321	LIEAP Expenses	\$ 8,272.00	
Revenues:			
52330610-434819	Crisis Intervention	\$14,045.00	
52330610-434848	LIEAP Revenues	\$ 8,272.00	

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

Balance in Contingency \$42,969.00.

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 7th day of January, 2013.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

Jany W. Meiggs

C. Tax Collection Report

D. Tax Authorization To Collect

SOUTH MILLS 13,504.19

COURTHOUSE 16,404.73

SHILOH

TOTAL

9,172.67

39,081.59

E. School Budget Amendments

Budget Amendment

Camden County Schools Administrative Unit

Local Current Expense Fund

The Camden County Board of Education at a meeting on the $3^{\rm rd}$ day of December, 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, 2013.

Code?	Number	Description of Code	Amount	
5300 6100 6300 6900		Alternative Curricular Services Support & Development Services Alternative Support Services Policy, Leadership & Pub Rel.	44.00 178.00	Decrease 44.00 178.00
Explanation: Total Appropriation in Current Budget Amount of Increase/Decrease of Above Amendment Total Appropriation in Current Amended Budget		-	.00 .00 .6,500.00	

Passed by majority vote of the Board of Education of Camden County on the 3 rd day of December, 2012	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,
Chairman, Board of Education	thisda of
Secretary, Board of Education	Clerk, Board of Gounty Commissioners

F. Clean Water Management Trust Fund Resolution

Resolution to Support the 2013-2015 Funding for Clean Water Management Trust Fund

Whereas the 1996 General Assembly established the Clean Water Management Trust Fund to provide an innovative and non-regulatory approach to the protection and restoration of the surface waters all across the state; and

Whereas the Clean Water Management Trust Fund is a non-regulatory program established to help meet infrastructure needs of municipalities and counties, restore degraded surface water, protect watersheds, increase recreational opportunities, and enhance quality of life in this state, all critical components for communities to obtain a competitive edge in their economic development; and

Whereas the Clean Water Management Trust Fund has funded 452 infrastructure projects to assist North Carolina Communities balance infrastructure needs with environmental protection and to help struggling communities become self-reliant with future infrastructure needs; and

Whereas infrastructure needs across the state addressing drinking water, wastewater, and stormwater are estimated at \$16.6 billion between 2005 and 2030; and

Whereas the Clean Water Management Trust Fund has leveraged more than \$1billion of private, local and federal funds to support projects; and

Whereas the General Assembly has reduced funding for the Clean Water Management Trust Fund by 78% since 2010; and

Whereas limited funding for the Clean Water Management Trust Fund left 88% of 2012 critical local needs unmet; and

Whereas our economic vitality, health and ability to sustain ourselves and the natural environment all rely on clean water; and

Whereas surface water must be protected to ensure sufficient drinking water supply for the state's growing industrial base and population; and

Whereas, Clean Water Management Trust Fund has provided grant(s) to the <u>Camden County Board of Commissioners</u> to do one or more of the following; to protect, restore or enhance surface water quality for the benefit of the state's agriculture, military, recreation and tourism economies and to protect our natural heritage for the benefit of all North Carolinians; and

NOW, THEREFORE, BE IT RESOLVED BY THE Camden County Board of Commissioners AT ITS MEETING ON January 7, 2012 THAT WE SUPPORT CLEAN WATER MANAGEMENT TRUST FUND AND THAT THE FUND RECEIVE AN INCREASE IN RECURRING FUNDING FROM THE GOVERNOR AND THE NORTH CAROLENA GENERAL ASSEMBLY FOR THE 2013-2015 BIENNIAL BUDGET:

Title

G. CEDC School System Representative Redirect

H. Secondary Roads Petition & Resolution

BOARD OF COMMISSIONERS

GARRY W. MEIGGS Chairman

P. MICHAEL MCLAIN Vice Chairman

SANDRA J. DUCKWALL CLAYTON D. RIGGS RANDY KRAINIAK



MICHAEL RENSHAW County Manager ASHLEY HONAKER Clerk to the Board JOHN S. MORRISON County Attorney

Resolution No. 2013-01-01

NORTH CAROLINA STATE DEPARTMENT OF TRANSPORTATION REQUEST FOR ADDITIONS TO STATE MAINTAINED SECONDARY ROAD SYSTEM

North Carolina County of Camden

Road Descriptions: Otter Place, and Long Pine Road, Sanders Crossing, Camden, NC

WHEREAS, the attached petition has been filed with the Board of County Commissioners of the County of Camden requesting that the above described roads, the location of which has been indicated in red on the attached map, be added to the Secondary Road system; and

WHEREAS, the Board of County Commissioners is of the opinion that the above described roads should be added to the Secondary Road System, if the roads meet minimum standards and criteria established by the Division of Highways of the Department of Transportation for the addition of roads to the System.

NOW, THEREFORE, be it resolved by the Board of County Commissioners of the County of Camden that the Division of Highways is hereby requested to review the above described roads, and to take over the roads for maintenance if they meet established standards and criteria.

Garry Meioge, Chairman Camden County Board of Commissioners

CERTIFICATE

The foregoing resolution was duly adopted by the Board of Commissioners of the County of Camden at a meeting on the 7 day of January 2013.

Ashley Honaker, Clerk to the Board

P. O. Box 190 • 117 North 343 • Camden, NC, 27921 • Phone (252) 338-1919 • Fax (252) 333-1603 www.camdencountync.gov

J. Set Public Hearing; proposed amendment to Camden County Building Inspections and Planning Department Permit Fee Schedule

K. Welcome Center Concurrence Resolution

Resolution 2013-01-02

Camden County US HWY 17 Welcome Center Sanitary Sewer Improvement Construction Bid Award to Eastern Carolina Construction, LLC

WHEREAS, the Camden County Board of Commissioners approved the HWY 17 Welcome Center Sanitary Sewer Improvement Project on North HWY 17, and;

WHEREAS, bids for the sewer improvement project for the HWY 17 Welcome Center were properly advertised and occurred for thirty (30) days ending on November 27, 2012, and;

WHEREAS, Eastern Carolina Construction, LLC of Camden, North Carolina, submitted the lowest and most responsive bid for the HWY 17 Welcome Center sanitary sewer improvements totaling \$284,977.50;

NOW BE IT RESOLVED THAT, the Camden County Board of Commissioners do hereby approve the awarding of bid for the HWY 17 Welcome Center Sanitary Sewer Improvements to Eastern Carolina Construction, LLC of Camden, North Carolina.

Adopted this the 7th day of January, 2013 at Camden, North Carolina.

ATTEST:

Clerk to the Board

Chair, Board of Commissioners

L. Resolution 2009-09-05 amendment

Of the nine (9) members of the Commission, two are the Chairperson of the Camden County Board of Commissioners or his/her designated Board representative and the County Manager. The remaining seven (7) are to be filled from the following professions or institutions, but not limited to:

Medical
Engineering
Finance/Banking
Local Educator
University of North Carolina System — UNC or NCSU (Life Science or Environmental Science)
Elizabeth City State University (Life Science or Environmental Science)
UNC School of Government
College of the Albemarle

Said members, with the exception of the UNC representative, will be required to reside within the County.

Section 2. Should there not be eligible individuals to serve representing some of the above professions or institutions, it will in the discretion of the Camden County Board of Commissioners to make appointments from the local business or non-profit community.

Section 3. Members so appointed shall be designated for a term of two (2) years to serve at the pleasure of the Camden County Board of Commissioners. In the event a Commission (CEDC) member ceases to represent one of the initial professions or institutions as at the time of their appointment, this change shall be reported to the Camden County Board of Commissioners for review and a determination as to whether or not the appointee shall continue to serve.

Section 4. In order to insure the terms are staggered, four of the initial appointees shall be appointed for two (2) year terms and the remaining positions shall be appointed for three (3) year terms. Thereafter all appointments shall be for two (2) years.

Section 5. The Camden Economic Development Commission shall have available for the public a roster of the current Commission members, as well as their terms of office.

ARTICLE VI

Organization

Section 1. The Officers of the Commission shall consist of a Chairman and a Vice Chairman both of whom shall be elected by the members of the Commission. The Commission Chairman and Vice-Chairman shall be chosen from the members appointed by the County of Camden Board of Commissioners.

Section 2. The officers shall be elected at the regular meeting of the Commission in January of each year, which meeting shall also be the annual meeting of the Commission.

Amended 01-07-2013

3

ARTICLE XIV

These By-Laws are adopted pursuant to Chapter I58 of the North Carolina General Statutes and the said Commission derived its authority from the said Chapter I58 and all things inconsistent therewith are deemed stricken and modified herein.

ADOPTED the 7th day of January, 2013 by the Camden County Board of Commissioners in Camden, North Carolina.

ATTEST:

Ashley Honaker Clerk to the Board Camden County, NC Garry Meiggs- Chairman Board of Commissioners Camden County, NC

New Business

Item 4.H- Set Public Hearing; Ordinance No. 2012-12-01; amendment to Chapter 151 (Unified Development Ordinance) of the Camden County Code of Ordinances

Commissioner Clayton Riggs stated that he wished to voice concerns for the public to understand that the County is planning on considering a fee charge and how it will affect them.

Commissioner Clayton Riggs made a motion to approve the setting of the public hearing. At 8:00pm, the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Commissioner's Report

Commissioner McLain stated that the South Mills Sewer to start January 21, 2013; the ECBH audit report is out for public review; a letter from ECBH sent out a letter concerning Board reconstruction by October 2013.

County Managers Report

County Manager Renshaw thanked staff for the October cycling event and donations. Also, the new website is up and running.

Closed Session, Pursuant to G.S. 143-318.11(a)(3) - Consultation with Attorney & G.S. 143-318.11(a)(6) - Personnel

Commissioner Sandra Duckwall made a motion to go into closed session pursuant to G.S 143-318.11(a)(3) for consultation with attorney & G.S. 143-318.11(a)(6) - Personnel. At 8:06 P.M., the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

The Commissioners entered closed session at 8:06 P.M.

Commissioner Clayton Riggs made a motion to come out of closed session at 8:57 P.M. the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Any other Questions or comments?

Chairman Garry Meiggs presented Commissioner Sandra Duckwall with a plaque of certification.

Meeting Adjourned

At 9;00pm, Chairman Garry Meiggs asked if there were any other matters to come before the Board of Commissioners, hearing none, she declared the meeting adjourned.

Chairman Garry Meiggs

Camden County Board of Commissioners

ATTEST:

Ashley Honaker Clerk to the Board