

**Camden County Board of Commissioners  
Regular Meeting  
September 16, 2013  
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 16, 2013 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:

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

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

**Regular Session, 7:00 P.M.**

Chairman Garry Meiggs called to order the September 16, 2013 meeting of the Camden County Board of Commissioners at 7:00 PM. Chairman Meiggs acknowledge that Commissioner Riggs was joining the meeting via teleconference.

**Invocation and Pledge of Allegiance**

Commissioner Sandra Duckwall gave the invocation, and led the Pledge of Allegiance.

**Public Comments**

Bill Austin, 140 Marla's way, Camden- came before the Board to express his concern and conflict with his personal property tax bill on his boat.

Lisa fuller 141 billets bridge road- Thank board and staff for huge help in remedying situation with the closing of NCDC.

---

---

**Consideration of Agenda**

Vice Chairman Michael McLain made a motion to approve the agenda as presented. At 7:06PM, 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- Albemarle Wildlife Chapter- Tim Aydlett*

Mr. Aydlett came before the Boar to report that the Albemarle Conservation and Wildlife Chapter of the North Carolina Wildlife Federation recently received for their work in purposeful controlled burning in the Dismal Swamp State Park in 2011 in order to keep the wildfire that was blazing at the time from entering into the State Park from the Dismal Swamp. Mr. Aydlett also reported the ribbon cutting ceremony of the Water Control Structure on Corapeake Road on October 16, and formally requested that Board to approve the use of a public school bus for mass transportation to and from the control structure. He also requested that a road sign but posted on the NC state line stating 'Home of The Dismal Swamp State Park'.

Vice Chairman McLain made a motion to amend the agenda to add item 6.G to Support the Use of a School Bus or Busses for the October 16<sup>th</sup> event. 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.

---

### **Old Business**

#### *Item 4.A- Sketch Plan Joyce Landing- 18 Lots Major Subdivision (UDO 2013-05-03)*

Commissioner Sandra Duckwall made a motion to approve the sketch plan as presented. At 7:28pm, 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.

---

### **Public Hearing**

Vice Chairman McLain made a motion to go into Public Hearing to discuss Ordinance No 2013-08-02. At 7:28pm, 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.A- Ordinance No. 2013-08-02 Rezoning Application (UDO 2013-07-20) For John Spence*

Planning Director Dan Porter came before the Board to report that Mr. John Spence has requested that his properties located at 104, 106, 108, and 114 Bingham Road in South Mills (approximately 5.2 acres) be rezoned from Basic Residential (R3-2) to Mixed Village Residential (R1). The Planning Board met on August 21, 2013 and after presentation from staff and input from owner to the Planning Board Members recommended approval (6-0 vote) as the requested zoning is consistent with the CAMA Land Use Plan and Future Land Use Map has area designated at low density residential one acre lots. Policy 10 of the CAMA Land Use Plan states the county supports quality development ranging from low-end affordable residences to high-end (luxury) residences. Requested zoning will make land conforming to current and previous uses.

Commissioner Clayton Riggs made a motion to come out of the public hearing to discuss ordinance no 2013-08-02. The motion passed unanimously at 7:34pm.

---

#### *Item 5.B- Ordinance No. 2013-08-01; Proposed Amendments to Chapter 151 (Unified Development Ordinance) to the Camden County Code of Ordinances*

Vice Chairman McLain made a motion to go into public hearing to discuss Ordinance no. 2013-08-01. The motion passed unanimously at 7:34pm.

Planning Director Dan Porter presented the proposed amendments are as follows:

- Newly adopted state laws changed the time a person has to appeal a decision of the administrator and reworded the questions defining hardships that the Board of Adjustments has to consider prior to making a decision.
- Based on the State Supreme Court ruling that Internet Sweepstakes Cafes are illegal staff is recommending deletion of the use from Article 151.334 Table of Permissible Uses and the specific development and design standards.

- With the acquisition of property in Shiloh for a public park, staff is recommending changes to Article 151.334 Table of Permissible Uses permitting public parks in the R1, R2, and R3 residential zoning districts.

At the August 21, 2013 Planning Board meeting, ordinance was recommended for approval on a 6-0 vote.

Commissioner Clayton Riggs made a motion to come out of the public hearing to discuss ordinance no 2013-08-02. The motion passed unanimously at 7:41pm.

---

Commissioner Duckwall made a motion to move items 5.a and 5.b to item's 6.h and 6.i, respectively. 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.

---

### **New Business**

#### *Item 6.A- CAMA Access Grant*

Planning Director Dan Porter came before that Board to explain that Camden County submitted a pre-application for a CAMA Access Grant to assist in constructing the One Mill Park project for which the county has received PARTF funding approval, and has been invited to submit a Final Application. The grant request from CAMA is \$139,671 and requires a 10% local match. Since both grant programs allow funds to be used to match the other, the local matching requirement will be satisfied with local and PARTF funds already committed to the project. No additional match will be required.

After some internal discussion, Commissioner Clayton Riggs made a motion to approve the grant as submitted. At 7:41pm, 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 6.B- One Mill Park Stormwater Plan*

Planning Director Dan Porter came before the Board to explain that the County requested proposals from engineering firms to prepare the stormwater management plan for the One Mill Park Project. A copy of the bid tabulation is attached. The staff project team met and reviewed the proposals and is recommending Quible and Associates for the job.

Vice Chairman McLain made a motion to approve the bid reward as presented. At 7:46pm, 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 6.C- Request for One Year Extension on Special Use Permit (UDO 2009-03-05) Camden Towne Center*

Mr. Porter came before the Board to explain that Mr. William Owen of Camden Realty Group has requested a one year extension of the Special Use Permit for Camden Towne Center which is set to expire December 31, 2013.

Article 151.512 (D) – Expiration of Permits (attached) of the Camden County Code of Ordinances allows for up to a one year extension of Special Use Permits provided the development meets certain requirements as stated in ordinance.

Though no improvements to the site have occurred, developer has invested in the engineering costs to design drainage plans for NC DENR's Erosion and Sedimentation

Control Plan and Storm Water Permit (both approved). Also the economy took a big down turn which virtually halted all development for everyone. Developer is still actively advertising the property.

Commissioner Sandra Duckwall made a motion to approve the extension as presented. At 7:47pm, 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 6.D- CDBG Rehabilitation*

Mr. Porter expressed to the Board that The CDBG Housing grant has enough remaining funds after replacing 3 houses, to complete a rehabilitation of a 4th house. The project was advertised properly and 3 bids were received. Staff is recommending that the County contract with William Holley for rehabilitation of 254 North River Road owned by Ella Poyner.

Vice Chairman McLain made a motion to award the bid to William Holley as presented. At 7:51pm, 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 6.E- Grandy Primary School Pre-K Program Update*

County Manager Michael Renshaw reported to the Board that in the aftermath of the recent closure of the Northeastern Community Development Corporation (NCDC) which housed the local NC Pre-K Program, the Board of Commissioners directed the County Manager to explore available options for hosting the Pre-K program locally versus requiring parents to enroll children in out-of-county facilities.

In collaboration with School Superintendent Hawkins, the County Manager reports that an opportunity exists to house the NC Pre-K Program at Grandy Primary School using two existing mobile classroom units on campus. On September 6th, a representative of Division of Child Development & Early Education (DCD&EE) conducted a site visit/inspection and gave preliminary approval to begin using the two mobile units for NC Pre-K classrooms.

In preparation for using the two mobile units, the County building inspector conducted an initial building codes inspection in accordance with State NC Pre-K guidelines and noted several minor violations which needed to be remedied. These repairs are currently underway, and when completed a final sign-off inspection will be completed. An Environmental Health/Sanitation inspection will also be conducted.

On September 11th the County Manager and Superintendent Hawkins met with Dr. Robinson of Albemarle SmartStart Partnership. The Partnership has agreed, in cooperation with the CDC&EE and Camden County Public Schools, to serve as the Camden NC Pre-K program administrator/contract agency and be responsible for hiring of staff and providing administrative support for the program. All state program funding will flow directly to the Partnership...the role of Camden County Public Schools is to provide two host classrooms, cafeteria meals, and bus transportation for the students.

The current plan is to complete repairs and ready the mobile classrooms with the intent of opening the classrooms for Pre-K operation on or shortly after October 1st. As the school budget appropriations did not account for making these mobiles available, County funding (amount not to exceed) for the following items is immediately requested:

- 1) Storage shed (12 X 16) needed to store materials/equipment currently stored in two mobiles.....\$3,514
- 2) Portable Hand Wash Sinks (2) needed in mobiles and designed to meet state specifications for NC Pre-K....\$4,000

All supplies, equipment, and furnishings currently in the custody of NCDC related to the operation of the NC Pre-K program will be inventoried, packed, and transported to the Grandy Primary mobile classrooms per the contract agreement with DCD&EE.

*Item 6.F- Proposal for Installation of Street Lighting and Underground Primary Electric at Eco-Industrial Park*

County Manager Renshaw explained to the Board that the attached proposal was prepared by Albemarle EMC at the request of the County Manager. As the water/sewer infrastructure and Phase 1 road construction in the Eco-Industrial Park is now complete, it is in the County's interest to provide initial street lighting and underground 3-phase primary power installation in the Park.

The street lighting installation along the main entrance boulevard of the Park will further advance the County's ability to market the site as well as providing needed security lighting and visibility within the Park.

Albemarle EMC proposes to install three (3) 25 foot industrial-style light poles within the median of the entrance boulevard as depicted in the attached diagram at a one-time construction cost of \$288. Ongoing costs associated with the three light poles (including all maintenance) will be \$164.40 monthly or \$1,972.80 annually.

The EMC further proposes to install 3-phase underground primary power to the center median for the purpose of providing electricity to the street lights as well as boring and trenching of PVC electrical conduit for future Park site development. One-time construction costs for this underground primary service will be \$29,314.26.

Chairman McLain approved the proposal as presented. At 8:06pm, 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 6.G- Albemarle Wildlife Chapter Request*

Chairman McLain made a motion to approve the bus transportation support to help the AWC and Dismal Swamp State Park. At 8:07pm, 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 6.H- Ordinance No. 2013-08-02 Rezoning Application (UDO 2013-07-20) For John Spence*

Commissioner Duckwall made a motion to approve the request being consistent with Policy 10 of the CAMA Land Use Plan. At 8:08pm, 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 Duckwall made a motion to approve Ordinance No 2013-08-02. At 8:08pm, 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 6.I- Ordinance No. 2013-08-01; Proposed Amendments to Chapter 151 (Unified Development Ordinance) to the Camden County Code of Ordinances*

Vice Chairman McLain made a motion to approve Ordinance No 2013-08-01 as presented. At 8:10pm, 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 7.A- Camden Economic Development Commission- Appoint Tom White*

Vice Chairman McLain made a motion to approve the appointments as presented. At 8:11pm, 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 Commissioners voting no; no Commissioners absent; no Commissioners not voting.

**Consent Agenda**

Commissioner Duckwall made a motion to approve the consent agenda as presented. At 8:11pm 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 Commissioners voting no; no Commissioners absent; no Commissioners not voting.

A. Budget Amendments

**2013-14-BA008  
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, 2014.

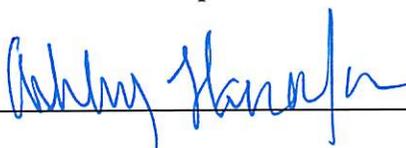
**Section 1. To amend the General Fund as follows:**

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Expenses:</b>			
106900-566300	NC Pre-K	\$5,000.00	
109990-500000	Contingency		\$5,000.00
106050-537500	SHIIP Grant	\$2,599.00	
<b>Revenues:</b>			
10360400-434837	SHIIP Grant	\$2,599.00	

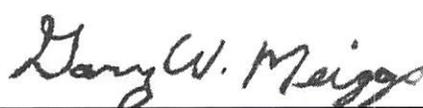
This will result in a decrease of \$5,000.00 in the Contingency of the General Fund.

Balance in Contingency \$68,433.00.

**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 16<sup>th</sup> day of September, 2013.**

  
\_\_\_\_\_

Clerk to Board of Commissioners

  
\_\_\_\_\_

Chairman, Board of Commissioners

**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, 2014.

**Section 1.** To amend the W/S Upgrade Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE

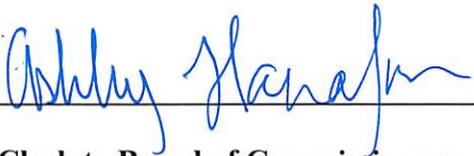
**Expenses:**

237200-599000	Fund Reserves		\$50,000.00
237200-574107	Land Purchase	\$50,000.00	

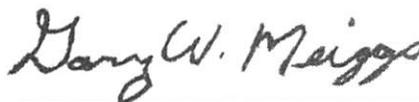
This will result in a decrease of \$0.00 in the Contingency of the General Fund.

Balance in Contingency \$68,433.00.

**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 16<sup>th</sup> day of September, 2013.



Clerk to Board of Commissioners



Chairman, Board of Commissioners

**E. Tax Authorization to Collect**

*June 2013 (Old System)*

<b>SOUTH MILLS</b>	<b>COURTHOUSE</b>	<b>SHILOH</b>	<b>TOTAL</b>
17,171.62	20,109.44	12,248.58	49,529.64

*November 2013 (New System)*

<b>SOUTH MILLS</b>	<b>COURTHOUSE</b>	<b>SHILOH</b>	<b>TOTAL</b>
10,535.98	11,543.83	6,401.42	28,481.23

**Commissioner's Report**

Vice Chairman McLain stated that:

- Walk for Hunger is October 13, 2013
- Friends of the Library is now officially a 501C3
- There is a cycling event on October 5, 2013

Commissioner Duckwall reported that Congressman Jones was in Camden last Saturday, and donated two (2) books to the Camden Library.

Chairman Garry Meiggs presented Commissioner Duckwall with an award for exemplary service on the NCACC Board of Directors (Chairman Meiggs was appointed to the same Board).

**County Managers Report**

Manager Renshaw stated the following:

- Over 1500 books have been donated to the Library

---

Any other Questions or comments?

**Meeting Adjourned**

At 8:17pm, Chairman Garry Meiggs asked if there were any other matters to come before the Board of Commissioners, hearing none, she declared the meeting adjourned.

*Garry W. Meiggs*

---

Chairman Garry Meiggs  
Camden County Board of Commissioners

ATTEST:

*Ashley Honaker*  
\_\_\_\_\_  
Ashley Honaker  
Clerk to the Board

