



**CAMDENCOUNTY**

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**SOUTH CAMDEN  
WATER & SEWER  
DISTRICT**

**November 07, 2016**

**7:00 PM**

**Regular Meeting**

**Historic Courtroom  
Courthouse Complex**

*This agenda is only a tentative schedule of matters the Commissioners may address at their meeting and all items found on it may be deleted, amended or deferred. The Commissioners may also, in their absolute discretion, consider matters not shown on this agenda.*

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**Please turn Cell Phone ringers off during the meeting.**

## **Agenda**

**Camden County Board of Commissioners  
SCWSD - Regular Meeting  
November 07, 2016  
7:00 PM  
Historic Courtroom, Courthouse Complex**

### **CALL TO ORDER**

**ITEM 1. PRESENTATIONS** (For discussion and possible action)

NONE

**ITEM 2. PUBLIC COMMENTS**

It is requested that comments be limited to (2-3) minutes. The length and number of comments may be limited upon the Chairman's discretion due to scheduling and other issues.

**ITEM 3. CONSIDERATION OF THE AGENDA**

**ITEM 4. OLD BUSINESS** (For discussion and possible action)

NONE

**ITEM 5. NEW BUSINESS** (For discussion and possible action)

A. Monthly Update – October 2016

**ITEM 6. CONSENT AGENDA**

- A. 2016-07-18 SCWSD Draft Minutes
- B. 2016-08-01 SCWSD Draft Minutes
- C. 2016-09-19 SCWSD Draft Minutes
- D. 2016-10-03 SCWSD Draft Minutes

**ITEM 7.     INFORMATION**

**ITEM 8.     OTHER**

**ITEM 9.     ADJOURN**



**South Camden Water & Sewer District Board of Directors  
AGENDA ITEM SUMMARY SHEET**

**New Business**

**Item Number:** 5.A  
**Meeting Date:** November 07, 2016  
**Submitted By:** David Credle, Public Works Director  
Public Works  
Prepared by: David Credle

**Item Title** Monthly Update - October, 2016

**Attachments:** October 2016 (DOCX)

**Summary:**

Monthly update on water/sewer work orders for October, 2016.

**Recommendation:**

Information.

**South Camden Water & Sewer Board**  
**Monthly Work Order Statistics Report**  
**Period: October 2016**

	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
<b>Water Collection/Distribution</b>	<b>53</b>	<b>53</b>	<b>100%</b>	<b>0</b>
<b>Sewer</b>	<b>6</b>	<b>6</b>	<b>100%</b>	<b>0</b>

**Locates:**

**Water Line: 50**

**Sewer Line: 3**

**Water & Sewer, same ticket: 12**

**Public Works Director Notes/Comments:**

Ten work orders were reviewed for accuracy.

The generator emergency transfer switch at the McBride Street wastewater pump station has failed. The switch will not transfer power. The switch can be switched manually if necessary. A new switch has been ordered, it has a 4-6 week delivery time.

Attachment: October 2016 (1413 : Monthly Update)

## CAMDEN COUNTY BOARD OF COMMISSIONERS

SCWSD - Regular Meeting – July 18, 2016

**Camden County Board of Commissioners**

SCWSD - Regular Meeting

July 18, 2016

7:00 PM

Historic Courtroom, Courthouse Complex  
Camden, North Carolina**MINUTES**

*The regular meeting of the Camden County Board of Commissioners was held on July 18, 2016 in the Historic Courtroom, Camden, North Carolina. The following Commissioners' were present:*

**CALL TO ORDER**

Chairman Michael McLain called the meeting to order at 7:22 PM.

<b>Commissioners</b>	<b>Title</b>	<b>Status</b>
P. Michael McLain	Chairman	Present
Sandra Duckwall	Commissioner	Present
Garry Meiggs	Vice Chairman	Present
Clayton Riggs	Commissioner	Absent
Tom White	Commissioner	Present
<b>Staff</b>	<b>Title</b>	<b>Status</b>
Stephanie Humphries	Interim County Manager	Present
Angela Wooten	Clerk to the Board	Present
John Morrison	County Attorney	Present
David Credle	Public Works Director	Present

**1. PUBLIC COMMENTS**

None

**2. CONSIDERATION OF THE AGENDA**

Vice Chairman Garry Meiggs made a motion to approve the agenda as presented.

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Garry Meiggs, Vice Chairman
<b>AYES:</b>	McLain, Duckwall, Meiggs, White
<b>ABSENT:</b>	Riggs

**3. NEW BUSINESS****A. Monthly Update**

Minutes Acceptance: Minutes of Jul 18, 2016 7:00 PM (CONSENT AGENDA)

## CAMDEN COUNTY BOARD OF COMMISSIONERS

Regular Meeting – July 18, 2016

*South Camden Water & Sewer Board  
Monthly Work Order Statistics Report  
Period: June 2016*

	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
<b>Water Collection/Distribution</b>	102	102	100%	0
<b>Sewer</b>	5	5	100%	0

**Locates:***Water Line: 47**Sewer Line: 5**Water & Sewer, same ticket: 1***Public Works Director Notes/Comments:***Ten work orders have been reviewed for accuracy.**The raw water main to connect the new Seymour Well to the Water Treatment Plant has been installed and is currently being tested. The new well is under construction.*

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>AYES:</b>	McLain, Duckwall, Meiggs, White
<b>ABSENT:</b>	Riggs

#### 4. CONSENT AGENDA

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Commissioner Tom White moved to approve the consent agenda as presented.

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Tom White, Commissioner
<b>AYES:</b>	McLain, Duckwall, Meiggs, White
<b>ABSENT:</b>	Riggs

##### A. 2016-06-06 SCWSD Minutes

Minutes Acceptance: Minutes of Jul 18, 2016 7:00 PM (CONSENT AGENDA)

## CAMDEN COUNTY BOARD OF COMMISSIONERS

Regular Meeting - July 18, 2016

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**SCWSD - Regular Meeting - June 06, 2016**

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**Camden County Board of Commissioners**  
**SCWSD - Regular Meeting**  
**June 6, 2016**  
**7:00 PM**  
**Historic Courtroom, Courthouse Complex**  
**Camden, North Carolina**

**MINUTES**

*The regular meeting of the Camden County Board of Commissioners was held on June 06, 2016 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:*

**CALL TO ORDER**

The South Camden Water and Sewer District meeting was called to order at 7:22 PM.

<b>Commissioners Present</b>	<b>Title</b>	<b>Status</b>
P. Michael McLain	Chairman	Present
Sandra Duckwall	Commissioner	Present
Garry Meiggs	Vice Chairman	Present
Clayton Riggs	Commissioner	Present
Tom White	Commissioner	Present
<b>Staff Present</b>	<b>Title</b>	<b>Status</b>
Michael Brillhart	County Manager	Present
Angela Wooten	Clerk	Present
Stephanie Humphries	Finance Director	Present
David Credle	Public Works Director	Present

**I. PUBLIC COMMENTS**

None

**II. CONSIDERATION OF THE AGENDA**

Commissioner Sandra Duckwall made a motion to accept the agenda as presented.

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Sandra Duckwall, Commissioner
<b>AYES:</b>	McLain, Duckwall, Meiggs, Riggs, White

**III. NEW BUSINESS**

**A. Monthly Update - May 2016**

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Minutes Acceptance: Minutes of Jul 18, 2016 7:00 PM (CONSENT AGENDA)



**CAMDEN COUNTY BOARD OF COMMISSIONERS**

Regular Meeting – July 18, 2016

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**5. OTHER**

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None

**6. ADJOURN**

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The meeting adjourned at 7:40 PM.

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*Chairman Michael McLain  
Camden County Board of Commissioners*

*ATTEST:*

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*Angela L. Wooten  
Clerk to the Board*

Minutes Acceptance: Minutes of Jul 18, 2016 7:00 PM (CONSENT AGENDA)

## CAMDEN COUNTY BOARD OF COMMISSIONERS

SCWSD - Regular Meeting – August 01, 2016

**Camden County Board of Commissioners**

SCWSD - Regular Meeting

August 1, 2016

7:00 PM

Historic Courtroom, Courthouse Complex  
Camden, North Carolina**MINUTES**

*The regular meeting of the Camden County Board of Commissioners was held on August 01, 2016 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:*

**CALL TO ORDER**

Chairman McLain called the meeting of the South Camden Water and Sewer District to order at 7:33 PM.

Attendee Name	Title	Status
P. Michael McLain	Chairman	Present
Sandra Duckwall	Commissioner	Present
Garry Meiggs	Vice Chairman	Present
Clayton Riggs	Commissioner	Absent
Tom White	Commissioner	Present
Staff Name	Title	Status
Michael Brillhart	County Manager	Present
Angela Wooten	Clerk to the Board	Present
John Morrison	County Attorney	Present
David Credle	Public Works Director	Present

**1. PUBLIC COMMENTS**

None

**2. CONSIDERATION OF THE AGENDA**

Vice Chairman Garry Meiggs made a motion to approve the agenda as presented.

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Garry Meiggs, Vice Chairman
<b>AYES:</b>	McLain, Duckwall, Meiggs, White
<b>ABSENT:</b>	Riggs

**3. NEW BUSINESS****A. Monthly Update - July 2016**

## CAMDEN COUNTY BOARD OF COMMISSIONERS

Regular Meeting – August 01, 2016

*South Camden Water & Sewer Board  
Monthly Work Order Statistics Report  
Period: July 2016*

	<b>Submitted Work Orders</b>	<b>Completed Work Orders</b>	<b>Percentage Completed</b>	<b>Status of Uncompleted Work Orders</b>
<b>Water Collection/Distribution</b>	<b>100</b>	<b>100</b>	<b>100%</b>	<b>0</b>
<b>Sewer</b>	<b>3</b>	<b>3</b>	<b>100%</b>	<b>0</b>

**Locates:**

Water Line: 48

Sewer Line: 11

Water &amp; Sewer, same ticket: 9

**Public Works Director Notes/Comments:**

- Ten work orders have been reviewed for accuracy.

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>MOVER:</b>	Garry Meiggs, Vice Chairman
<b>AYES:</b>	McLain, Duckwall, Meiggs, White
<b>ABSENT:</b>	Riggs

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**4. OTHER**


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None

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**5. ADJOURN**


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Chairman McLain adjourned the South Camden Water and Sewer District meeting at 7:35 PM.

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*Chairman Michael McLain  
Camden County Board of Commissioners*

**ATTEST:**


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*Angela L. Wooten  
Clerk to the Board*

## Camden County Board of Commissioners

SCWSD - Regular Meeting  
 September 19, 2016  
 7:00 PM  
 Historic Courtroom, Camden, North Carolina

### MINUTES

The regular meeting of the Camden County Board of Commissioners was held on September 19, 2016 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:

### CALL TO ORDER

Chairman McLain called the South Camden Water and Sewer District meeting to order at 7:13 PM.

Members	Title	Status
P. Michael McLain	Chairman	Present
Garry Meiggs	Vice Chairman	Absent
Sandra Duckwall	Commissioner	Absent
Clayton Riggs	Commissioner	Present
Tom White	Commissioner	Present
Staff	Title	Status
Michael Brillhart	County Manager	Present
Angela Wooten	Clerk to the Board	Present
David Credle	Public Works Director	Present

### 1. PUBLIC COMMENTS

NONE

### 2. CONSIDERATION OF THE AGENDA

Commissioner Tom White made a motion to accept the agenda as presented.

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Tom White, Commissioner
<b>AYES:</b>	McLain, Riggs, White
<b>ABSENT:</b>	Duckwall, Meiggs

### 3. NEW BUSINESS

#### A. Monthly Update - August

*South Camden Water & Sewer Board  
 Monthly Work Order Statistics Report  
 Period: August 2016*

**CAMDEN COUNTY BOARD OF COMMISSIONERS**

Regular Meeting – September 19, 2016

	<i>Submitted Work Orders</i>	<i>Completed Work Orders</i>	<i>Percentage Completed</i>	<i>Status of Uncompleted Work Orders</i>
<i>Water Collection/Distribution</i>	116	116	100%	0
<i>Sewer</i>	6	6	100%	0

**Locates:**

Water Line: 62

Sewer Line: 11

Water & Sewer, same ticket: 9

**Public Works Director Notes/Comments:**

- 16" water main leak on 8/27/16 at the intersection of Country Club and Seymour Drive. Leak has been repaired by Eastern Carolina Construction.
- 10 work orders have been reviewed for accuracy.

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>AYES:</b>	McLain, Riggs, White
<b>ABSENT:</b>	Duckwall, Meiggs

**4. CONSENT AGENDA**

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NONE

**5. OTHER**

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NONE

**6. ADJOURN**

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Chairman McLain adjourned the South Camden Water and Sewer District meeting at 7:22 PM.

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*Chairman Michael McLain  
Camden County Board of Commissioners*

*ATTEST:*

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*Angela L. Wooten  
Clerk to the Board*

Minutes Acceptance: Minutes of Sep 19, 2016 7:00 PM (CONSENT AGENDA)

## Camden County Board of Commissioners

SCWSD - Regular Meeting

October 3<sup>rd</sup>, 2016

7:00 PM

Historic Courtroom, Camden, North Carolina

### MINUTES

*The regular meeting of the Camden County Board of Commissioners was held on October 3<sup>rd</sup>, 2016 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:*

### CALL TO ORDER

Vice Chairman Garry Meiggs called the South Camden Water and Sewer District meeting to order at 7:39 PM.

<b>Members</b>	<b>Title</b>	<b>Status</b>
P. Michael McLain	Chairman	Remote
Garry Meiggs	Vice Chairman	Present
Sandra Duckwall	Commissioner	Present
Clayton Riggs	Commissioner	Present
Tom White	Commissioner	Present
<b>Staff</b>	<b>Title</b>	<b>Status</b>
Michael Brillhart	County Manager	Present
Angela Wooten	Clerk to the Board	Present
David Credle	Public Works Director	Present

### PUBLIC COMMENTS

NONE

### NEW BUSINESS

#### A. Monthly Update – September, 2016

*South Camden Water & Sewer Board  
 Monthly Work Order Statistics Report  
 Period: September 2016*

**CAMDEN COUNTY BOARD OF COMMISSIONERS**Regular Meeting – October 3<sup>rd</sup>, 2016

	<i>Submitted Work Orders</i>	<i>Completed Work Orders</i>	<i>Percentage Completed</i>	<i>Status of Uncompleted Work Orders</i>
<i>Water Collection/Distribution</i>	79	79	100%	0
<i>Sewer</i>	3	3	100%	0

**Locates:**

- Water Line: 34
- Sewer Line: 6
- Water & Sewer, same ticket: 12

**Public Works Director Notes/Comments:**

- Ten work orders have been reviewed for accuracy this month.
- The water pump on the emergency power generator has been replaced and generator is now operational.
- The pump and motor at the well site #2 SW have been replaced, chlorinated and tested for bacteria.

<b>RESULT:</b>	<b>APPROVED AS PRESENTED [UNANIMOUS]</b>
<b>AYES:</b>	McLain, Riggs, White
<b>ABSENT:</b>	Duckwall, Meiggs

**ADJOURN**

Vice Chairman Garry Meiggs adjourned the South Camden Water and Sewer District meeting at 7:49 PM.

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*Chairman Michael McLain  
Camden County Board of Commissioners*

*ATTEST:*


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*Angela L. Wooten  
Clerk to the Board*