



CAMDENCOUNTY

new energy. new vision.

**BOARD
OF
COMMISSIONERS**

December 04, 2017

10:00 AM

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.

Special accommodations for the disabled who attend public meetings can be made by contacting the Clerk to the Board 24 hours in advance at 252-338-6363, Ext. 100.

Please turn Cell Phone ringers off during the meeting.

Agenda

**Camden County Board of Commissioners
BOC - Regular Meeting
December 04, 2017
10:00 AM
Historic Courtroom, Courthouse Complex**

Welcome & Call to Order

ITEM 9:30 AM Closed Session

ITEM 10:00 AM RECONVENE BOC

Invocation & Pledge of Allegiance

Pastor Marc O'Neal

ITEM 1. 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 2. Consideration of Agenda (For discussion and possible action)

ITEM 3. Election of Chairman to the Board

ITEM 4. Election of Vice Chairman to the Board

ITEM 5. Bond Approval

1. Bond Approval

ITEM 6. 2018 Board of Commissioners Meeting Calendar

1. Resolution Adopting Regular Meeting Schedule

ITEM 7. 2018 State Holiday Schedule

1. State Holiday Schedule

ITEM 8. Old Business (For discussion and possible action)

1. Small Business EDI Program / Resolution

ITEM 9. New Business (For discussion and possible action)

- A. October Monthly Tax Report
- B. Debris Management and Monitoring Contracts
- C. CEDC ByLaws Revision
- D. County Manager Appointment

ITEM 10. Board Appointments (For discussion and possible action)

1. Re-Appoint Planning Board Members

Recess to South Camden Water & Sewer District Board of Directors Meeting

Reconvene Commissioners' Meeting

ITEM 11. Consent Agenda

- A. BOC Minutes - November 6, 2017
- B. System Development Fee Analysis Proposal
- C. 17-18 Budget Amendment
- D. School Budget Amendment
- E. Tax Collection Report - October 2017
- F. Pickups, Releases & Refunds
- G. Surplus Property Request
- H. Set Public Hearing for UDO 2017-10-01 SUP Camden Solar LLC

ITEM 12. Commissioners' Reports

ITEM 13. County Manager's Report

ITEM 14. Information, Reports & Minutes From Other Agencies

- A. Parks & Recreation Annual Facility Use Tentative Schedule
- B. Register of Deeds - October 2017 Reports
- C. October 2017 Library Statistics

ITEM 15. Other Matters (For discussion and possible action)

ITEM 16. Adjourn



CAMDENCOUNTY

new energy. new vision.

Board of Commissioners AGENDA ITEM SUMMARY SHEET

Item Number: 5.1
Meeting Date: December 04, 2017

Submitted By: Stephanie Humphries, Finance Director
 Finance
 Prepared by: Karen Davis

Item Title **Bond Approval**

Attachments: Finance Officer - County of Camden (PDF)
 Finance Officer - Camden Tourism Development Authority (PDF)
 Finance Officer - Courthouse-Shiloh Fire Commission (PDF)
 Finance Officer - Joyce Creek Drainage District (PDF)
 Finance Officer - South Camden Water & Sewer District (PDF)
 Finance Officer - South Mills Fire Commission (PDF)
 Board of Commissioners - County of Camden (PDF)
 Register of Deeds - County of Camden (PDF)
 Sheriff - County of Camden (PDF)
 Tax Assessor & Collector - County of Camden (PDF)

Summary:
 Bond Approval
Recommendation:
 Review and Approve

North Carolina



Western Surety Company

OFFICIAL BOND

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 71623157

That we, Stephanie M. Humphries
of Elizabeth City, North Carolina, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of North Carolina, as Surety, are held and firmly bound unto County of Camden
in the sum of Five Hundred Fifty Thousand and 00/100 DOLLARS (\$ 550,000.00),
for the payment of which well and truly to be made, we bind ourselves and our legal representatives, jointly and severally by these presents.

Dated this 15th day of January, 2015.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the said Principal has been
 appointed elected to the office of Finance Officer,
for the term beginning the 15th day of January, 2015, and ~~ending the~~
~~day~~ indefinite,

NOW THEREFORE, if the said Principal shall in all things faithfully perform the duties of his office and shall honestly account for all moneys and effects that may come into his hands in his official capacity during the said term, then this obligation to be void, otherwise to remain in full force and effect.

This bond is executed by the Surety upon the following express conditions, which shall be conditions precedent to the right of recovery hereunder:

FIRST: The Surety shall not be liable for the loss of any public moneys or funds resulting from the failure or default in payment by any Banks or Depositories in which any public moneys or funds have been deposited.

SECOND: This bond may be cancelled by the Surety as to future liability by giving written notice, by certified mail, addressed to each, the Principal and the Obligee at County of Camden, North Carolina, and thirty (30) days after the mailing of said notices by certified mail, this bond shall be cancelled and null and void as to any liability thereafter arising, the Surety remaining liable, however, subject to all the terms and conditions of this bond for any and all acts covered by this bond up to the date of such cancellation.

Witness to Principal

Principal

Witness to Surety

L. Nelson
A. Vixor

WESTERN SURETY COMPANY

By Paul T. Bruflat
Paul T. Bruflat, Senior Vice President

Countersigned NOT NEEDED

North Carolina Resident Agent

Approved this _____ day of _____, _____.

Attachment: Finance Officer - County of Camden (1872 : Bond Approval)

North Carolina



Western Surety Company

OFFICIAL BOND

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 71636018

That we, Stephanie M. Humphries
of Elizabeth City, North Carolina, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of North Carolina, as Surety, are held and firmly bound unto Camden Tourism Development Authority
in the sum of Fifty Thousand and 00/100 DOLLARS (\$ 50,000.00),
for the payment of which well and truly to be made, we bind ourselves and our legal representatives, jointly and severally by these presents.

Dated this 10th day of February, 2015.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the said Principal has been
 appointed elected to the office of Finance Officer,
for the term beginning the 2nd day of February, 2015, and ~~ending the~~
~~day of~~ indefinite,

NOW THEREFORE, if the said Principal shall in all things faithfully perform the duties of his office and shall honestly account for all moneys and effects that may come into his hands in his official capacity during the said term, then this obligation to be void, otherwise to remain in full force and effect.

This bond is executed by the Surety upon the following express conditions, which shall be conditions precedent to the right of recovery hereunder:

FIRST: The Surety shall not be liable for the loss of any public moneys or funds resulting from the failure or default in payment by any Banks or Depositories in which any public moneys or funds have been deposited.

SECOND: This bond may be cancelled by the Surety as to future liability by giving written notice, by certified mail, addressed to each, the Principal and the Obligee at Camden Tourism Development Authority, North Carolina, and thirty (30) days after the mailing of said notices by certified mail, this bond shall be cancelled and null and void as to any liability thereafter arising, the Surety remaining liable, however, subject to all the terms and conditions of this bond for any and all acts covered by this bond up to the date of such cancellation.

Witness to Principal

Principal

Witness to Surety

J. Nelson
A. Vioxor

WESTERN SURETY COMPANY

By Paul T. Bruffat
Paul T. Bruffat, Senior Vice President
North Carolina Resident Agent

Countersigned NOT NEEDED

Approved this _____ day of _____,

Attachment: Finance Officer - Camden Tourism Development Authority (1872 : Bond Approval)

North Carolina



Western Surety Company

OFFICIAL BOND

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 71632515

That we, Stephanie M. Humphries
of Elizabeth City, North Carolina, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of North Carolina, as Surety, are held and firmly bound unto Courthouse/Shiloh Fire Commission in the sum of Fifty Thousand and 00/100 DOLLARS (\$ 50,000.00), for the payment of which well and truly to be made, we bind ourselves and our legal representatives, jointly and severally by these presents.

Dated this 3rd day of February, 2015.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the said Principal has been appointed elected to the office of Treasurer, for the term beginning the 2nd day of February, 2015, and ~~ending the~~ day ~~of~~ indefinite.

NOW THEREFORE, if the said Principal shall in all things faithfully perform the duties of his office and shall honestly account for all moneys and effects that may come into his hands in his official capacity during the said term, then this obligation to be void, otherwise to remain in full force and effect.

This bond is executed by the Surety upon the following express conditions, which shall be conditions precedent to the right of recovery hereunder:

FIRST: The Surety shall not be liable for the loss of any public moneys or funds resulting from the failure or default in payment by any Banks or Depositories in which any public moneys or funds have been deposited.

SECOND: This bond may be cancelled by the Surety as to future liability by giving written notice, by Courthouse/Shiloh Fire Commission, North Carolina, certified mail, addressed to each, the Principal and the Obligee at Commission, North Carolina, and thirty (30) days after the mailing of said notices by certified mail, this bond shall be cancelled and null and void as to any liability thereafter arising, the Surety remaining liable, however, subject to all the terms and conditions of this bond for any and all acts covered by this bond up to the date of such cancellation.

Witness to Principal

Principal

Witness to Surety

J. Nelson
A. Vixor

WESTERN SURETY COMPANY

By Paul T. Bruflat
Paul T. Bruflat, Senior Vice President

Countersigned NOT NEEDED

North Carolina Resident Agent

Approved this _____ day of _____, _____.

Attachment: Finance Officer - Courthouse-Shiloh Fire Commission (1872 : Bond Approval)

North Carolina



Western Surety Company

OFFICIAL BOND

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 71636013

That we, Stephanie M. Humphries
of Elizabeth City, North Carolina, as Principal, and WESTERN SURETY
COMPANY, a corporation duly licensed to do business in the State of North Carolina, as Surety, are held
and firmly bound unto Joyce Creek Drainage District
in the sum of Fifty Thousand and 00/100 DOLLARS (\$ 50,000.00),
for the payment of which well and truly to be made, we bind ourselves and our legal representatives, jointly
and severally by these presents.

Dated this 10th day of February, 2015.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the said Principal has been
 appointed elected to the office of Finance Officer,
for the term beginning the 2nd day of February, 2015, and ending the
~~day of~~ indefinite,

NOW THEREFORE, if the said Principal shall in all things faithfully perform the duties of his office and
shall honestly account for all moneys and effects that may come into his hands in his official capacity during
the said term, then this obligation to be void, otherwise to remain in full force and effect.

This bond is executed by the Surety upon the following express conditions, which shall be conditions
precedent to the right of recovery hereunder:

FIRST: The Surety shall not be liable for the loss of any public moneys or funds resulting from the
failure or default in payment by any Banks or Depositories in which any public moneys or funds have been
deposited.

SECOND: This bond may be cancelled by the Surety as to future liability by giving written notice, by
Joyce Creek Drainage District,
North Carolina,
certified mail, addressed to each, the Principal and the Obligee at _____,
and thirty (30) days after the mailing of said notices by certified mail, this bond shall be cancelled and null
and void as to any liability thereafter arising, the Surety remaining liable, however, subject to all the terms
and conditions of this bond for any and all acts covered by this bond up to the date of such cancellation.

Witness to Principal

Principal

Witness to Surety

J. Nelson
A. Vioxor

WESTERN SURETY COMPANY

By Paul T. Bruflat
Paul T. Bruflat, Senior Vice President

Countersigned NOT NEEDED

North Carolina Resident Agent

Approved this _____ day of _____,

Attachment: Finance Officer - Joyce Creek Drainage District (1872 : Bond Approval)

North Carolina



Western Surety Company

OFFICIAL BOND

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 71636017

That we, Stephanie M. Humphries
of Elizabeth City, North Carolina, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of North Carolina, as Surety, are held and firmly bound unto South Camden Water & Sewer District in the sum of Fifty Thousand and 00/100 DOLLARS (\$ 50,000.00), for the payment of which well and truly to be made, we bind ourselves and our legal representatives, jointly and severally by these presents.

Dated this 10th day of February, 2015.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the said Principal has been appointed elected to the office of Finance Officer, for the term beginning the 2nd day of February, 2015, and ~~ending the~~ indefinite days.

NOW THEREFORE, if the said Principal shall in all things faithfully perform the duties of his office and shall honestly account for all moneys and effects that may come into his hands in his official capacity during the said term, then this obligation to be void, otherwise to remain in full force and effect.

This bond is executed by the Surety upon the following express conditions, which shall be conditions precedent to the right of recovery hereunder:

FIRST: The Surety shall not be liable for the loss of any public moneys or funds resulting from the failure of or default in payment by any Banks or Depositories in which any public moneys or funds have been deposited.

SECOND: This bond may be cancelled by the Surety as to future liability by giving written notice, by certified mail, addressed to each, the Principal and the Oblige at South Camden Water & Sewer District, North Carolina, and thirty (30) days after the mailing of said notices by certified mail, this bond shall be cancelled and null and void as to any liability thereafter arising, the Surety remaining liable, however, subject to all the terms and conditions of this bond for any and all acts covered by this bond up to the date of such cancellation.

Witness to Principal

Principal

Witness to Surety

J. Nelson
A. Victor

WESTERN SURETY COMPANY

By Paul T. Bruflat
Paul T. Bruflat, Senior Vice President
North Carolina Resident Agent

Countersigned NOT NEEDED

Approved this _____ day of _____, _____

Attachment: Finance Officer - South Camden Water & Sewer District (1872 : Bond Approval)

North Carolina



Western Surety Company

OFFICIAL BOND

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 71636021

That we, Stephanie M. Humphries
of Elizabeth City, North Carolina, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of North Carolina, as Surety, are held and firmly bound unto South Mills Fire Commission
in the sum of Fifty Thousand and 00/100 DOLLARS (\$ 50,000.00),
for the payment of which well and truly to be made, we bind ourselves and our legal representatives, jointly and severally by these presents.

Dated this 10th day of February, 2015.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the said Principal has been
 appointed elected to the office of Finance Officer,
for the term beginning the 2nd day of February, 2015, and ending the
~~day of~~ indefinite.

NOW THEREFORE, if the said Principal shall in all things faithfully perform the duties of his office and shall honestly account for all moneys and effects that may come into his hands in his official capacity during the said term, then this obligation to be void, otherwise to remain in full force and effect.

This bond is executed by the Surety upon the following express conditions, which shall be conditions precedent to the right of recovery hereunder:

FIRST: The Surety shall not be liable for the loss of any public moneys or funds resulting from the failure or default in payment by any Banks or Depositories in which any public moneys or funds have been deposited.

SECOND: This bond may be cancelled by the Surety as to future liability by giving written notice, by South Mills Fire Commission, North Carolina, certified mail, addressed to each, the Principal and the Obligee at _____, and thirty (30) days after the mailing of said notices by certified mail, this bond shall be cancelled and null and void as to any liability thereafter arising, the Surety remaining liable, however, subject to all the terms and conditions of this bond for any and all acts covered by this bond up to the date of such cancellation.

Witness to Principal

Principal

Witness to Surety

J. Nelson
A. Vixon

WESTERN SURETY COMPANY

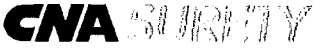
By Paul T. Bruflat
Paul T. Bruflat, Senior Vice President

Countersigned NOT NEEDED

North Carolina Resident Agent

Approved this _____ day of _____.

Attachment: Finance Officer - South Mills Fire Commission (1872 : Bond Approval)



Billing Questions (888) 866-2666
 Email info@cnasurety.com

This instrument has been preaudited
This instrument has been preaudited
 in the manner required by the
 Local Government Budget and Fiscal Control Act.

Notice of Premium Due 12/14/2017

[Handwritten Signature]

 Signature of Finance Officer

Premium \$220.00

CAMDEN COUNTY BOARD OF COMMISSIONERS
 P. O. BOX 190
 CAMDEN, NC 27921

Amount Due	\$220.00
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Bond Detail

Bond #	58269823	Bond Penalty	\$15,000.00
Company	Western Surety Company		
Effective Date	12/14/2017		
Anniversary Date	12/14/2018		
Description	NC P E F P B P #4		

Agent Information

Bankers Insurance, L L C
 P. O. Box 2589
 Elizabeth City, NC 27906-2589
 Phone : (252)338-3322

Messages

We show 52 rated for premium purposes. To ensure proper coverage, verify the total number of employees and owners covered & contact us with changes. Note: After several years, we may have increased our rates slightly.

Payment Instructions



- Pay Online at ONLINEPAY.CNASURETY.COM
- If paying by mail, please send payment 2 weeks prior to due date to ensure receipt
 Make check payable to CNA Surety
 Detach payment stub and return with payment

Note-Renewal documents will only be sent upon receipt of full payment

Camden County Board of Commissioners

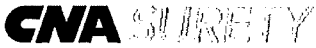
Bond # 58269823
 Company 0601
 Agency 32-17563
 Bankers Insurance, L L C

Payment Due	12/14/2017	Amount Due	\$220.00
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CNA Surety Direct Bill
 P.O. Box 957312
 St. Louis, MO 63195-7312

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Attachment: Board of Commissioners - County of Camden (1872 : Bond Approval)



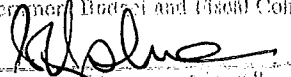
Notice of Premium Due 12/06/2017

Billing Questions (888) 866-2666
Email info@cnasurety.com

Premium \$100.00

TAMMIE KRAUSS
%CAMDEN COUNTY
PO BOX 190
CAMDEN, NC 27921

"This instrument has been procured in the manner required by the Local Government Budget and Fiscal Control Act.


(Signature of Finance Officer)"

Amount Due \$100.00

Bond Detail			
Bond #	71631695	Bond Penalty	\$25,000.00
Company	Western Surety Company		
Effective Date	12/06/2017		
Anniversary Date	12/06/2018		
Description	NC Register of Deeds County of Camden		

Agent Information	Messages
Bankers Insurance, L L C P. O. Box 2589 Elizabeth City, NC 27906-2589 Phone : (252)338-3322	

Payment Instructions



- Pay Online at ONLINEPAY.CNASURETY.COM
- If paying by mail, please send payment 2 weeks prior to due date to ensure receipt
Make check payable to CNA Surety
Detach payment stub and return with payment

Note-Renewal documents will only be sent upon receipt of full payment

Tammie Krauss
Bond # 71631695
Company 0601
Agency 32-17563
Bankers Insurance, L L C

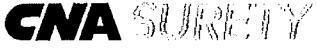
Payment Due	12/06/2017	Amount Due	\$100.00
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CNA Surety Direct Bill
P.O. Box 957312
St. Louis, MO 63195-7312



0003001 03217563000012062017 00601007163169500 00000001000007

Attachment: Register of Deeds - County of Camden (1872 : Bond Approval)



Notice of Premium Due 12/15/2017

Billing Questions (888) 866-2666
Email info@cnasurety.com

This instrument has been preaudited **Premium** \$125.00
In the manner required by the
Local Government Budget and Fiscal Control Act.

TONY E. PERRY
P. O. BOX 190
CAMDEN, NC 27921



Signature of Finance Officer

Amount Due \$125.00

Bond Detail			
Bond #	69151419	Bond Penalty	\$25,000.00
Company	Western Surety Company		
Effective Date	12/15/2017		
Anniversary Date	12/15/2018		
Description	NC Sheriff County of Camden		

Agent Information	Messages
Bankers Insurance, L L C P. O. Box 2589 Elizabeth City, NC 27906-2589 Phone : (252)338-3322	

Payment Instructions



- Pay Online at ONLINEPAY.CNASURETY.COM
- If paying by mail, please send payment 2 weeks prior to due date to ensure receipt
Make check payable to CNA Surety
Detach payment stub and return with payment

Note-Renewal documents will only be sent upon receipt of full payment

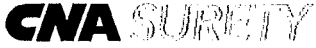
Tony E. Perry
Bond # 69151419
Company 0601
Agency 32-17563
Bankers Insurance, L L C

Payment Due	12/15/2017	Amount Due	\$125.00
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CNA Surety Direct Bill
P.O. Box 957312
St. Louis, MO 63195-7312

0003001 03217563000012152017 00601006915141900 00000001250007

Attachment: Sheriff - County of Camden (1872 : Bond Approval)

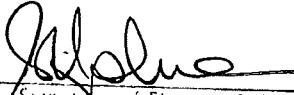


Notice of Premium Due 12/15/2017

Billing Questions (888) 866-2666
 Email info@cnasurety.com

This Instrument has been preaudited
 in the manner required by the
 Local Government Budget and Fiscal Control Act.

Premium \$450.00



 Signature of Finance Officer

LISA SAWYER ANDERSON
 P. O. BOX 190
 CAMDEN, NC 27921

Amount Due	\$450.00
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Bond Detail			
Bond #	71345335	Bond Penalty	\$50,000.00
Company	Western Surety Company		
Effective Date	12/15/2017		
Anniversary Date	12/15/2018		
Description	NC Tax Assessor & Collector County of Camden		

Agent Information	Messages
Bankers Insurance, L L C P. O. Box 2589 Elizabeth City, NC 27906-2589 Phone : (252)338-3322	

Payment Instructions



- Pay Online at ONLINEPAY.CNASURETY.COM
- If paying by mail, please send payment 2 weeks prior to due date to ensure receipt
 Make check payable to CNA Surety
 Detach payment stub and return with payment

Note-Renewal documents will only be sent upon receipt of full payment

Lisa Sawyer Anderson
 Bond # 71345335
 Company 0601
 Agency 32-17563
 Bankers Insurance, L L C

Payment Due	12/15/2017	Amount Due	\$450.00
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CNA Surety Direct Bill
 P.O. Box 957312
 St. Louis, MO 63195-7312

0003001 03217563000012152017 00601007134533500 00000004500007

Attachment: Tax Assessor & Collector - County of Camden (1872 : Bond Approval)



CAMDENCOUNTY

new energy. new vision.

Board of Commissioners AGENDA ITEM SUMMARY SHEET

Item Number: 6.1
Meeting Date: December 04, 2017

Submitted By: Stephanie Humphries, Finance Director
Administration
Prepared by: Karen Davis

Item Title **Resolution Adopting Regular Meeting Schedule**

Attachments: RESOLUTION ADOPTING A NEW Meeting
Schedule (DOCX)
2018 BOC Meeting Schedule (DOCX)

Summary:
Resolution adopting a new Board of Commissioners meeting schedule for 2018.

Recommendation:
Review and approve.

Resolution No. 2017-12-01

**A RESOLUTION OF THE
CAMDEN COUNTY BOARD OF COMMISSIONERS
ADOPTING A NEW REGULAR MEETINGS SCHEDULE
OF THE CAMDEN COUNTY BOARD OF COMMISSIONERS
BEGINNING JANUARY 1, 2018**

Whereas, N.C.G.S. 153A-40 authorizes the Camden County Board of Commissioners to adopt a resolution fixing the dates, time and place of its regular meetings and further requires a copy of such a resolution, after its adoption, to be posted on the courthouse bulletin board and a summary of it to be published at least ten (10) days before the first meeting to which the resolution is to apply; and

Whereas, N.C.G.S. 143-318.12 requires the new meeting schedule to be filed with the Clerk to the Board of County Commissioners for at least seven (7) calendar days before the day of the first meeting held pursuant to the revised schedule and to post the schedule of regular meetings to the County's Web Site; and

Whereas, the Camden County Board of Commissioners wishes to adopt a new schedule of its regular Board meetings to be on the first Monday of the month except will be moved to the second Monday for the months of July and September, when the first Monday falls on a week with an observed holiday.

Now, Therefore, Be It Resolved, that the Camden County Board of Commissioners hereby adopts a new schedule of its regular Board meetings beginning January 1, 2018 after the Board has complied with the provisions of N.C.G.S. 153A-40 and N.C.G.S. 143-318.12 for posting and publishing this Resolution and the additional posting as provided herein.

Be It Further Resolved, the regular meetings of the Camden County Board of Commissioners will continue to be held on Mondays at 7:00 p.m. in the Commissioners' Meeting Room on the second floor of the Camden County Courthouse located at 117 N. Hwy 343, Camden, North Carolina.

Be It Further Resolved, an additional meeting of the Camden County Board of Commissioners may be called in months where business necessitates a second meeting and other special meetings including Public Hearings may be called as allowed in the provisions of N.C.G.S. 153A-40 and N.C.G.S. 143-318.12.

Adopted this the 4th day of December, 2017.

Clayton D. Riggs, Chairman
Camden County Board of Commissioners

ATTEST:

Karen Davis
Clerk to the Board

CAMDEN COUNTY BOARD OF COMMISSIONERS

MEETING CALENDAR

2018

MEETING DATE & TIME		AGENDA ITEMS DEADLINE	
Monday, January 2, 2018	7:00 PM	Friday, December 22, 2017	12:00 PM
Monday, February 5, 2018	7:00 PM	Tuesday, January 30, 2018	12:00 PM
Monday, March 5, 2018	7:00 PM	Tuesday, February 27, 2018	12:00 PM
Monday, April 2, 2018	7:00 PM	Tuesday, March 27, 2018	12:00 PM
Monday, May 7, 2018	7:00 PM	Tuesday, May 1, 2018	12:00 PM
Monday, June 4, 2018	7:00 PM	Tuesday, May 29, 2018	12:00 PM
Monday, July 9, 2018	7:00 PM	Tuesday, July 3, 2018	12:00 PM
Monday, August 6, 2018	7:00 PM	Tuesday, July 31, 2018	12:00 PM
Monday, September 10, 2018	7:00 PM	Tuesday, September 4, 2018	12:00 PM
Monday, October 1, 2018	7:00 PM	Tuesday, September 25, 2018	12:00 PM
Monday, November 5, 2018	7:00 PM	Tuesday, October 30, 2018	12:00 PM
Monday, December 3, 2018	10:00 AM	Tuesday, November 27, 2018	12:00 PM
Monday, January 7, 2019	7:00 PM	Friday, December 28, 2018	12:00 PM

Attachment: 2018 BOC Meeting Schedule (1887 : Resolution Adopting Regular Meeting Schedule)



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Item Number: 7.1
Meeting Date: December 04, 2017

Submitted By: Stephanie Jackson, HR Director
Human Resources
Prepared by: Karen Davis

Item Title State Holiday Schedule

Attachments: State Holiday Schedule 2018 (PDF)

Summary:
State Holiday Schedule for 2018

Recommendation:
Review and Approve



State Human Resources

PAT McCrory
Governor

C. NEAL ALEXANDER, JR.
Director, State Human Resources

To: Agency Heads and Chancellors
From: C. Neal Alexander, Jr.
Date: August 15, 2016
Subject: 2018 Holiday Schedule

Listed below are the holidays that will be observed by State employees during 2018.

New Year's Day	January 1, 2018	Monday
Martin Luther King, Jr. Birthday	January 15, 2018	Monday
Good Friday	March 30, 2018	Friday
Memorial Day	May 28, 2018	Monday
Independence Day	July 4, 2018	Wednesday
Labor Day	September 3, 2018	Monday
Veteran's Day	November 12, 2018	Monday
Thanksgiving	November 22 & 23, 2018	Thursday and Friday
Christmas	December 24, 25 & 26 2018	Monday, Tuesday & Wednesday

NOTE: The schedule shall be used by all State agencies operating under the policies, rules and regulations of the Office of State Human Resources. Institutions of higher education and agencies requiring a twenty-four hour operation may adopt varying holiday schedules in keeping with operational needs, provided the employees are given the same number of holidays as approved by the State Human Resources Commission. Such special holiday schedules must be filed with the Office of State Human Resources.

It is recognized that some agencies may need to adopt an additional holiday schedule applicable to employees working in twenty-four hour operations; this schedule would designate as holidays the specific dates of the legal observances rather than the substitute weekdays when the observance occurs on Saturday or Sunday. This would be in keeping with the purpose of the holiday premium pay policy.

Nothing Compares

An Equal Opportunity Employer
State of North Carolina | Office of State Human Resources
116 West Jones Street | 1331 Mail Service Center | Raleigh, NC 27699-1331
oshr.nc.gov | 919 807 4800 T | 919 715 9750

Attachment: State Holiday Schedule 2018 (1873 : State Holiday Schedule)



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Old Business

Item Number: 8.1
Meeting Date: December 04, 2017

Submitted By: Charlie Bauman, Director
 Economic Development
 Prepared by: Karen Davis

Item Title **Small Business EDI Program / Resolution**

Attachments: CC Small Business EDI Program FINAL DRAFT
 (DOC)
 EDI Program Resolution (DOCX)

Summary:

In response to the request by Commissioners to review the Economic Development Incentive options available to the County, staff contacted Lauren Arizaga-Womble with Twiford Law Firm to revisit the current Economic Development Incentive Grant as well as state statutes. It is important to note that Ms. Arizaga-Womble helped develop the EDIG policy for Camden. She was asked to collect the necessary information and provide a presentation to Commissioners on the options available to the County when a request for Economic Development Incentives occurs. After further review and consideration by Commissioners, EDC members and staff, the attached Incentive Grant provides the best possible grant to qualifying businesses as allowable by statutes with mutually beneficial guidelines. The enclosed grant outlines a small business only plan and as mentioned in the guidelines, these grants do not nullify the ability of the Board to provide an Incentive outside of either of the two grant programs so long as the Incentive complies with state law.

Recommendation:

Approve and adopt new grant program and resolution.

**CAMDEN COUNTY SMALL BUSINESS
ECONOMIC DEVELOPMENT INCENTIVE PROGRAM**

I. Qualified Properties and Investments

- a.** To qualify for any grants under the Camden County (the “County”) Small Business Economic Development Incentive Program (the “Program”), all the following conditions must be met by the applicant as determined by the Camden County manager or authorized designee of the County manager (collectively, the “County Official”)
- i.** The subject real property must be located within the County (the “Property”).
 - ii.** The subject business or industry must be adding at least three (3) full-time employees or a combination of part-time employees that is the equivalent of at least three (3) full-time employees.
 - iii.** The Property must be subject to County ad valorem taxes.
 - iv.** The applicant must be the record owner(s) of the Property (sometimes hereinafter referred to as the “Applicant” or “Property Owner”).
 - v.** The expenditures in question must be for improvements, renovations, and/or additions to the Property and not for personal property located upon or used in connection with the Property.
 - vi.** The total increase in property tax valuation that will result from the improvements, renovations and/or additions to the Property is anticipated, at the time of the application, to exceed Twenty-Five Thousand and No/100 Dollars (\$25,000), and in fact, at the time of payment of any grants under the Program, does exceed that amount.
 - vii.** This program shall only apply to businesses with 25 or fewer employees at the time of submitting an application for grant consideration under the Program.
 - viii.** The Applicant must obtain all appropriate permits from the applicable local government jurisdiction before any improvements, renovations and/or additions, which are intended to be a basis for grants under the Program, are undertaken.

- ix. After obtaining the necessary permits, the Applicant must complete an application for grant consideration for a planned improvement, renovation and/or addition to a qualified property. This application shall be in a form and contain information deemed necessary by the County Official and approved by the Board. The application may require attachments such as copies of permits for the project. The Applicant shall indicate the number of employees that will be hired and retained as a result of the planned improvement and related information to determine the Applicant's score as set forth herein. The Applicant may be required to annually verify the number of employees hired and retained in a manner as may be requested by the County Official.

II. Unqualified Properties and Investments

- a. Improvements, renovations, and/or additions to Property shall not qualify for grants under the Program for any year in which one or more of the following disqualifying factors exist:
 - i. The Property is in violation of any applicable County ordinance and is the subject of an unresolved code enforcement action, as determined by the relevant local government jurisdiction.
 - ii. Any Property Owner is delinquent in the payment of any taxes, assessments, fees or other debts owed to the County and such tax delinquency is not resolved to the satisfaction of the County Official.
- b. In any of the above factors exist during the grant award period in which the Property Owner would otherwise qualify for a grant under the Program the County Official may:
 - i. Withhold the grant funds until such time as the County Official determines a satisfactory resolution has been achieved or
 - ii. The Camden County Board of Commissioners (the "Board") may, in its sole discretion, choose to deny grants for all the grant term or for any year of the grant term for a Property, or improvement, renovation and/or additions to a Property. In this regard, any grants described herein and awarded under the Program shall not become vested rights of any owner(s) of Property, but instead are at the discretion of and are subject to an annual appropriation by the Board. Moreover, no grant awarded under the Program will be paid to any Property Owner that has chosen to accept grants under another County tax based incentive grant program.

III. Scoring

- a. The allocation of points in this model is based upon the desire and need for quality jobs, diversification of the economy, the County’s need for additional capital investment (and associated property tax revenue), and the County’s interest in assisting businesses in good standing.
- b. The monetary value of each financial incentive grant shall be calculated as a percentage of annual property taxes paid by the Applicant. For each year of the grant, the company will receive an award based on a percentage of property taxes paid that year. The percentage is determined by the project’s score, as detailed below, and the percentage will decrease each of the five years. The County will continue to utilize qualitative criteria outlined in this document and other policy documents to approve, reject, and/or modify the grant amount.
- c. If an Applicant receives a minimum score of 40, but less than 70, it will achieve a Level 2 status and may be eligible for a grant based on the percentages set forth below of additional tax revenue generated by the real estate improvement described in the grant application. If an Applicant receives a minimum score of 70, then it will achieve a Level 1 status and may be eligible for a grant based on the percentages set forth below of additional tax revenue generated by the real estate improvement described in the grant application.

Minimum Score	≥40	≥70
Year	Level 2	Level 1
1	70%	95%
2	60%	85%
3	50%	75%
4	40%	65%
5	30%	55%

This model allocates the following weights on a 100 point scale:

NUMBER OF FULL TIME JOBS	POINTS POSSIBLE
3-5	10
5 OR MORE	20
TOTAL POSSIBLE POINTS	20

HIRING CAMDEN COUNTY RESIDENTS	POINTS POSSIBLE
3-5	5
5 OR MORE	10
TOTAL POSSIBLE POINTS	10

AVERAGE WAGE LEVEL OF NEW JOBS	
Minimum Wage	5
Greater than Min. Wage less than Cty Average	10
County Average	20
TOTAL POSSIBLE POINTS	20

QUALITY OF NEW JOBS	POINTS
Partial Employer Paid Health Insurance	10
Entire Employer Paid Health Insurance	20
Employer Paid Vacation	10
TOTAL POSSIBLE POINTS	30

LEVEL OF CAPITAL INVESTMENT	POINTS
\$25,000 - \$49,999	10
\$50,000 +	20
TOTAL POSSIBLE POINTS	20

COMMUNITY IMPACT	POINTS
Reuse of Existing Building	9
Location in LEED Certified Energy Efficient Building	4
Business has other Sustainable Features (recycling, water reuse, etc.)	4
TOTAL POSSIBLE POINTS	17

BUSINESS TYPE & STANDING	POINTS
Company in Business for 5 Years or More	10
Verified Supply-Chain/Sourcing Relationship with \geq 1 Existing Camden Cty Business	5
TOTAL POSSIBLE POINTS	15

IV. Grant Process

- a. Any Property Owner which has qualified for incentive grant under the Program may receive said grant over a five (5) year grant award period, subject to the terms and conditions set forth herein.

- b. Each individual grant will require a separate contract agreement approved by the Applicant and the County following a properly noticed public hearing.
- c. Grant awards shall only be made after the company has paid its annual property tax and presented evidence of compliance with performance measures of the agreement.
- d. Each application form shall contractually bind the Applicant to the terms of the Program, and other compliance and verification requirements as may be deemed appropriate by the County Official.
- e. No final commitment by the County will be made until such time as the Board makes a final decision approving or disapproving the incentive grant.
- f. The execution of the Application by the County Official evidences that the application has been received and that it appears on its face to be an application qualified for consideration by the Board. This signature in no way indicates final approval of the grant application or any commitment by the County.
- g. Under this incentive policy, applicants may qualify for, but are not guaranteed, a financial incentive grant. The County reserves complete discretion in determining which eligible projects warrant a financial incentive grant. The County will use criteria outlined in this document and other policy documents to accept, reject or modify the grant amount. The Board will consider the following factors including but not limited to:
 - i. The number of employees to be hired, wage level, and quality of jobs to be created;
 - ii. The level of capital investment;
 - iii. The community impact created by the project;
 - iv. The business type and standing;
 - v. The location of the Property within the County and the overall need for improvements in that area;
 - vi. The previous condition of the Property to be improved;
 - vii. The nature of the business to be conducted in or on the Property to be improved; and

- viii. Such other matters as the Board may, in its discretion, deem worthy of consideration.
- h.** The County Official shall submit applications to the Camden Economic Development Commission (“CEDC”) for review and recommendation prior to submission for Board approval.
 - i.** All applications that meet the requirements of the program will be submitted for Board approval or disapproval.
 - j.** The County Official shall give written notice to each Applicant of the approval or disapproval of each grant application.
 - k.** Within thirty (30) days after a grant has been approved by the Board, the County and the Applicant shall enter into a written agreement setting forth the terms and conditions of the grant (the “Incentive Agreement”) that is satisfactory to the County, in the County’s sole discretion. If the Applicant does not enter into the Incentive Agreement within the applicable time period, the Applicant’s application and any Board approval shall be deemed null and void and of no further force and effect.
 - l.** If the Applicant does not enter into the Incentive Agreement (as hereinafter defined) within the applicable time period, the Applicant’s application and any Board approval shall be deemed null and void and of no further force and effect.
 - m.** After a grant has been approved by the Board, grants in future years may be paid to the Property Owner without the requirement for additional public notice and public hearing, provided; however, that the Property Owner must apply each year to the designated County official in order to receive grants in years following the first grant year. In addition, the Property Owner must be in full compliance with the terms of the Incentive Agreement.
 - n.** The grant funds will be paid to the Property Owner no later than thirty (30) days following the full execution of the Incentive Agreement; provided, however, that all property taxes attributable to the relevant improvements, renovations and/or additions to the Property and any other fees or assessments owed to the County have been paid. However, failure by the County to achieve this projected timeline shall not be a basis for any claim for damages or interest, on behalf of any Property Owner.
 - o.** Economic development incentive grant benefits may not be transferred to another party without the specific written consent of the Board of Commissioners.
 - p.** All incentive grant programs must be inspected and confirmed by a representative of Camden County appointed by the Board of Commissioners or County Manager during the five (5) year grant period as to job retention, property value investment, wages paid and all other performance measures by which the project benefits are

determined. Failure to annually meet the projected agreed upon benchmark evaluation thresholds shall result in a reduction or termination of grant award for that year as set forth in the executed grant agreement.

- q.** This policy only addresses one form of incentive that the County may offer: financial grant awards determined by property tax amounts. The County may, at its discretion, offer other kinds of incentives to companies in addition to—or instead of—this type of financial incentive.
- r.** The guidelines for the program shall be subject to periodic review. Changing economic conditions or state incentive programs may cause the Board of Commissioners to modify, amend, or even terminate the program subject to compliance with any industrial or business development incentive grants in effect at that time. However, any project that has been provided an incentive grant prior to any program changes shall continue to receive an annual award for the period of the agreement as long as it remains compliant with the terms of the agreement.

RESOLUTION NO. 2017-12-03

**RESOLUTION OF THE CAMDEN COUNTY BOARD OF COMMISSIONERS
FOR A SMALL BUSINESS ECONOMIC DEVELOPMENT INCENTIVE PROGRAM**

WHEREAS, North Carolina General Statute 158-7.1 authorizes counties to provide incentives to businesses or industries related to job creation and project investment;

WHEREAS, Camden County has a flexible Economic Development Incentive Program designed to benefit large businesses and industries;

WHEREAS, the Camden County Board of Commissioners (the “Board”) is of the opinion that it should also provide economic development incentives to new and/or expanding small businesses or industries within Camden County (collectively, the “Small Businesses” and individually, the “Small Business”);

WHEREAS, economic development incentives may be offered to Small Businesses based on job creation and project investment as determined by the Board; and

NOW THEREFORE, BE IT RESOLVED that the Board hereby adopts the Small Business Economic Development Incentive Program as set forth in Exhibit A attached hereto and incorporated herein by reference.

This ____ day of _____, 2017.

Clayton D. Riggs, Chairman
Camden County Board of Commissioners

Attest:

Karen Davis, Clerk to the Board

Attachment: EDI Program Resolution (1893 : Small Business EDI Program / Resolution)



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Item Number: 9.A
Meeting Date: December 04, 2017

Submitted By: Lisa Anderson, Tax Administrator
Taxes
Prepared by: Lisa Anderson

Item Title **October Monthly Report**

Attachments: 20171128104615791.pdf (PDF)

Summary: October Monthly Report

Recommendation: Review and approve

**MONTHLY REPORT OF THE TAX ADMINISTRATOR TO THE
CAMDEN COUNTY BOARD OF COMMISSIONERS**

OUTSTANDING TAX DELINQUENCIES BY YEAR

<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2016	94,493.28	7,930.82
2015	32,873.17	1,348.91
2014	23,033.08	1,693.82
2013	13,209.64	5,658.49
2012	8,745.04	8,351.59
2011	6,036.84	6,747.41
2010	4,989.40	5,012.61
2009	4,017.55	4,678.37
2008	3,795.46	5,127.46
2007	3,847.39	6,607.83

Attachment: 20171128104615791.pdf (1888 : October Monthly Tax Report)

TOTAL REAL PROPERTY TAX UNCOLLECTED	195,040.85
TOTAL PERSONAL PROPERTY UNCOLLECTED	53,157.31
TEN YEAR PERCENTAGE COLLECTION RATE	99.64%
COLLECTION FOR 2017 vs. 2016	6,628.93 vs. 16,928.74

LAST 3 YEARS PERCENTAGE COLLECTION RATE

2016	98.47%
2015	99.49%
2014	99.64%

THIRTY LARGEST UNPAID ACCOUNTS

SEE ATTACHMENT "A"

THIRTY OLDEST UNPAID ACCOUNTS

SEE ATTACHMENT "B"

Attachment: 20171128104615791.pdf (1888 : October Monthly Tax Report)

EFFORTS AT COLLECTION IN THE LAST 30 DAYSENDING October **2017****BY TAX ADMINISTRATOR**14 NUMBER DELINQUENCY NOTICES SENT2 FOLLOWUP REQUESTS FOR PAYMENT SENT5 NUMBER OF WAGE GARNISHMENTS ISSUED11 NUMBER OF BANK GARNISHMENTS ISSUED6 NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR
TO DELINQUENT TAXPAYER0 NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)0 PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF
TAX ADMINISTRATOR0 NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO
COUNTY ATTORNEY20 NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR
COLLECTION (I.D. AND STATUS)0 REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS0 NUMBER OF JUDGMENTS FILED

Attachment "A"
Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	02-8934-01-17	4778.0000	1	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	01-7989-00-01	1714.0000	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8899-00-45	2682.0000	10	SEAMARK INC.	SHILOH	HOLLY RD
R	02-8934-01-18	6001.0000	1	LINDA SUE LAMB HINTON	CAMDEN	150 158 US W
R	01-7998-01-08	6797.0000	2	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	02-8945-00-41	2060.0000	1	LASELLE ETHERIDGE SR.	CAMDEN	168 BUSHHELL RD
R	02-8937-00-50	8036.0000	2	CLEVELAND WALSTON LE	CAMDEN	187 HERMAN ARNOLD RD
R	01-7998-01-08	8621.0000	4	WILLIE L. TURNER ETAL	SOUTH MILLS	1289 343 HWY N
R	02-8936-00-81	9147.0000	1	JUDITH TILLET	CAMDEN	190 RUN SWAMP RD
R	03-8965-00-13	1025.0000	2	SHARON EVANS MUNDEN	SHILOH	556 TROTMAN RD
R	03-8899-00-06	0950.0000	2	NA NGUYEN	SHILOH	117 EDGEWATER DR
R	03-8961-00-68	3593.0000	1	SECRETARY OF VETERANS AFFAIRS	SHILOH	169 RAYMONS CREEK RD
R	03-8965-00-44	7928.0000	1	WHALON & KATHLEEN MCCULLEN	SHILOH	404 SANDY HOOK RD
R	03-8899-00-16	2671.2425	1	SPRING LOTUS LLC	SHILOH	141 EDGEWATER DR
R	02-8923-00-19	3774.0010	1	WILLIAM CONOVER	CAMDEN	431 158 US W
R	03-8943-04-93	8214.0000	5	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	03-8953-03-12	6266.0000	10	R. VERNON BRAY, JR.	SHILOH	120 LAUREN LN
R	01-7080-00-62	1977.0000	1	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	02-8935-02-66	7093.0000	7	THOMAS L. BROTHERS HEIRS	CAMDEN	158 US E
R	01-7988-00-91	0179.0001	2	WILLIE LAVRENE TURNER	SOUTH MILLS	102 HORSESHOE RD
R	01-7989-03-30	8984.0000	9	AUDREY TILLET	SOUTH MILLS	171 NECK RD
R	03-8952-00-95	8737.0000	2	BERTHA MARLENE GARRETT	SOUTH MILLS	379 OLD SWAMP RD
R	01-7999-00-78	4680.0000	2	LEAH BARCO	SHILOH	172 NECK RD
R	03-8962-00-05	0472.0000	2	FRANK MCMILLIAN HEIRS	SOUTH MILLS	195 BUNKER HILL RD
R	01-7999-00-32	3510.0000	2	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7999-00-12	8596.0000	2	CECIL SAWYER JR.	SOUTH MILLS	1266 343 HWY N
R	01-7998-01-17	7997.0000	2	DWAYNE HARRIS	SHILOH	125 ONE MILL RD
R	03-8971-00-54	7373.0000	1	LINDA EASON COLSON	SOUTH MILLS	176 PUDDING RIDGE RD
R	01-7999-00-46	1105.0000	1	BELCROSS PROPERTIES, LLC	CAMDEN	158 US E
R	02-8935-04-63	0820.0000	1			

Delinquencies Top-30 Unpaid

11/01/17 11:58:27

Attachment "B"
Road

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	9,438.94	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8899-00-45-2682.0000	10	5,505.31	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8943-04-93-8214.0000	10	2,189.23	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7988-00-91-0179.0001	10	1,995.64	THOMAS I. BROTHERS HEIRS	SOUTH MILLS	
R	03-8952-00-95-8737.0000	10	1,927.12	AUDREY TILLET	SHILOH	
R	01-7999-00-32-3510.0000	10	1,777.65	LEAH BARCO	SOUTH MILLS	171 NECK RD
R	01-7989-04-60-1954.0000	10	1,714.51	MOSES MITCHELL HEIRS	SOUTH MILLS	195 BUNKER HILL RD
R	03-8962-00-50-0273.0000	10	1,088.28	CHRISTINE RIDDICK	SOUTH MILLS	165 BUNKER HILL RD
R	01-7090-00-60-5052.0000	10	872.12	DAISEY WILLIAMS BURNHAM	SOUTH MILLS	105 BLOODFIELD RD
R	02-8955-00-13-7846.0000	10	750.68	JOE GRIFFIN HEIRS	SHILOH	RAYMONS CREEK RD
R	02-8936-00-24-7426.0000	10	599.63	MARIE MERCER	SOUTH MILLS	117 GRIFFIN RD
R	01-7998-00-57-2800.1000	10	569.75	BERNICE PUGH	CAMDEN	IVY NECK RD
R	01-7090-00-25-5262.0000	10	427.45	TINA RENEE LEARY	CAMDEN	113 BOURBON ST
R	03-8980-00-61-1968.0000	10	241.60	JOHN F. SAWYER HEIRS	SOUTH MILLS	111 LINTON RD
R	03-9809-00-45-1097.0000	10	218.33	WILLIAMSBURG VACATION	SOUTH MILLS	OLD SWAMP RD
R	03-8899-00-37-0046.0000	10	203.83	MICHAEL OBER	SHILOH	CAMDEN POINT RD
R	03-9809-00-17-2462.0000	10	160.06	ELIZABETH LONG	SHILOH	CENTERPOINT RD
R	02-8945-00-41-2060.0000	9	143.59	TODD ALLEN RIGGS	SHILOH	HIBISCUS
R	01-7080-00-62-1977.0000	8	977.64	EMMA BRITE HEIRS	SHILOH	LITTLE CREEK RD
R	01-7998-01-08-6797.0000	8	3,144.40	LASELLE ETHERIDGE SR.	SOUTH MILLS	116 BLOODFIELD RD
R	03-8980-00-84-0931.0000	8	2,062.78	SANDERS CROSSING OF CAMDEN CO	CAMDEN	168 BUSHELL RD
R	03-8962-00-04-9097.0000	7	477.36	DAVID B. KIRBY	SHILOH	117 OTHERS PL
R	03-8962-00-04-9097.0000	7	3,525.74	EDWARD E. HARRIS JR.	SHILOH	499 SAILFOAT RD
R	03-8990-00-64-8379.0000	7	1,566.62	CARL TEUSCHER	SOUTH MILLS	1295 343 HWY N
R	02-8935-01-07-0916.0000	6	649.55	CECIL BARNARD HEIRS	SHILOH	218 BROAD CREEK RD
R	03-8962-00-70-7529.0000	6	443.95	CHRISTOPHER FROST-JOHNSON	SHILOH	NECK RD
R	01-7989-04-90-0938.0000	6	434.79	ROSETTA MERCER INGRAM	SHILOH	LITTLE CREEK RD
R	03-8982-00-60-7648.0000	6	369.29	MARY SNOWDEN	CAMDEN	227 SLEEPY HOLLOW RD
R		6	281.11	DORIS EASON	SHILOH	WICKHAM RD
R		6		FRANK WRIGHT ETAL	SOUTH MILLS	1352 343 HWY N
R		6			SHILOH	WICKHAM RD

Delinquencies Top-30 Oldest

11/01/17 11:58:27

Attachment "A"
Personal

1

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001623	3,885.70	1	ATLANTIC COASTAL CLEARING	CAMDEN	
P	0001709	1,734.90	8	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0000738	837.43	6	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001538	827.33	9	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001046	776.11	9	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	622.29	9	PAM BUNDY	SHILOH	105 AARON DR
P	0001827	483.28	5	KAREN BUNDY	CAMDEN	431 158 US W
P	0002185	448.60	1	DIRECT TV, LLC	CAMDEN	
P	0001230	411.11	1	JAMES NYE	CAMDEN	
P	0002194	407.91	2	MIKE TAYLOR	SOUTH MILLS	101 ROBIN CT W
P	0001476	306.68	1	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0001694	288.99	5	THOMAS B. THOMAS HEIRS	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0002565	277.38	1	DUANE EDWARD DUNIVAN	CAMDEN	150 158 HWY W
P	0001693	261.90	8	ALLIANCE NISSAN	SOUTH MILLS	115 WAYLAND CT
P	0001106	258.76	10	JAMI ELIZABETH VANHORN	CAMDEN	158 HWY W
P	0001681	254.46	5	STEVE WILLIAMS	SOUTH MILLS	617 MAIN ST
P	0001952	238.91	5	SANDY BOTTOM MATERIALS, INC	CAMDEN	150 158 HWY W
P	0002886	222.38	6	GEORGE LINWOOD POWELL	SOUTH MILLS	319 PONDEROSA RD
P	0001104	214.79	1	MICHAEL & MICHELLE STONE	CAMDEN	177 SANDHILLS RD
P	000295	204.06	1	HENDERSON AUDIOMETRICS, INC.	CAMDEN	107 RIDGE ROAD
P	0000905	200.35	2	KEVIN & STACY ANDERSON	CAMDEN	330 158 HWY E
P	0000248	194.51	10	ROBERT H. OWENS	SHILOH	111 AARON DR
P	0001010	189.68	4	RAYBURN BURGESS	CAMDEN	363 # 15
P	0001673	177.05	8	THOMAS PHILLIP WINSLOW	SHILOH	116 EDGEWATER DR
P	0001722	140.55	6	JANET LEARY	CAMDEN	158 HWY W
P	0001638	139.94	2	ERIC JASON WOODARD	SOUTH MILLS	LINTON ROAD
P	0001250	137.82	6	MICHELE LEE TAYLOR-DUKE	SOUTH MILLS	612 MAIN
P	0000385	121.17	2	MARK SANDERS OVERMAN	SOUTH MILLS	108 BINGHAM RD
P	0001540	120.95	1	DAVID LUKE	SHAWBORO	116 GARRINGTON ISLAND
P	0000316	115.56	8	JAMES P. JONES	ELIZABETH CITY	CAMDEN CAUSEWAY
P					CAMDEN	142 SANDHILLS RD

Delinquencies Top-30 Unpaid

11/01/17 11:58:47

Attachment "B"
Personal

11/01/17 11:58:47

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0000738	10	837.43	LESLIE ETHERIDGE JR	CAMDEN	133 EDGEWATER DR
P	0001046	10	776.11	THIEN VAN NGUYEN	SHILOH	105 AARON DR
P	0001072	10	622.29	PAM BUNDY	SHILOH	617 MAIN ST
P	0001106	10	258.76	JAMI ELIZABETH VANHORN	SOUTH MILLS	363 # 15
P	0000248	10	194.51	ROBERT H. OWENS	CAMDEN	MIC MAC TRAIL
P	0001538	9	827.33	JEFFREY EDWIN DAVIS	HERTFORD	CAMDEN CAUSEWAY
P	0001540	9	120.95	DAVID LUKE	ELIZABETH CITY	158 HWY W
P	0001709	8	1,734.90	JOHN MATTHEW CARTER	CAMDEN	158 HWY W
P	0001693	8	261.90	ALLIANCE NISSAN	CAMDEN	142 SANDHILLS RD
P	000316	8	177.05	THOMAS PHILLIP WINSLOW	CAMDEN	431 158 US W
P	0001827	8	115.56	JAMES P. JONES	CAMDEN	177 SANDHILLS RD
P	0002886	7	483.28	KAREN BONDY	CAMDEN	LINTON ROAD
P	0001722	6	222.38	GEORGE LINWOOD POWELL	SOUTH MILLS	101 ROBIN CT W
P	0001230	6	140.55	JANET LEARY	SOUTH MILLS	150 158 HWY W
P	0001694	5	411.11	JAMES NYE	CAMDEN	150 158 HWY W
P	0001681	5	288.99	THOMAS B. THOMAS HEIRS	CAMDEN	319 PONDEROSA RD
P	0001952	5	254.46	STEVE WILLIAMS	CAMDEN	849 SANDY HOOK RD S
P	0002194	4	238.91	SANDY BOTTOM MATERIALS, INC	SHILOH	116 EDGEWATER DR
P	0001010	4	407.91	MORGAN ROBERSON	SHILOH	111 AARON DR
P	0000905	4	189.68	RAYBURN BURGESS	SOUTH MILLS	612 MAIN
P	0001638	2	200.35	KEVIN & STACY ANDERSON	CAMDEN	108 BINGHAM RD
P	0001250	2	139.94	ERIC JASON WOODARD	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001623	2	137.82	MICHELE LEE TAYLOR-DUKE	SOUTH MILLS	115 WAYLAND CT
P	0002185	1	3,885.70	ATLANTIC COASTAL CLEARING	CAMDEN	107 RIDGE ROAD
P	0001476	1	306.68	DIRECT TV, LLC	CAMDEN	330 158 HWY E
P	0002565	1	277.38	MIKE TAYLOR	SHAWBORO	1.16 GARRINGTON ISLAND
P	0001104	1	214.79	DUANE EDWARD DUNIVAN	ELIZABETH CITY	
P	0000295	1	204.06	MICHAEL & MICHELLE STONE	SOUTH MILLS	
P	0000385	1	121.17	HENDERSON AUDIOMETRICS, INC.	CAMDEN	
P		1		MARK SANDERS OVERMAN	SHAWBORO	

Delinquencies Top-30 Oldest



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Board of Commissioners AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 9.B
Meeting Date: December 04, 2017
Submitted By: Stephanie Humphries, Finance Director
Finance
Prepared by: Karen Davis

Item Title **Debris Management and Monitoring Contracts**

Attachments:

Summary:

Camden County currently has Debris Management and Monitoring Contracts in place with Phillips & Jordan, Inc. and Tetra Tech, Inc. The contracts between these two companies and Camden County were for a period of three (3) years and are due to expire on January 5, 2018. The terms of the contract include an option of an additional one (1) year term, upon written consent of both parties.

It is recommended to request an additional one (1) year to the contract and plan to meet with Pasquotank County Solid Waste, Elizabeth City Public Works and Pasquotank-Camden Emergency Management in the spring of 2018 to begin the process of writing Request for Proposals (RFPs) to be issued so new contracts can awarded before the expiration date of January 5, 2019.

Recommendation:

Approve to extend the contract for another year.



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 9.C
Meeting Date: December 04, 2017

Submitted By: Stephanie Humphries, Finance Director
Administration
Prepared by: Stephanie Humphries

Item Title **CEDC ByLaws Revision**

Attachments: Resolution to Amend CEDC ByLaws (DOCX)

Summary: Recommendation by the CEDC to update the ByLaws to remove the County Manager as a voting member and adjust the membership from nine to eight with seven voting members and one exofficio member (County Manager).

Recommendation: **Approve Resolution**

Resolution NO. 2017-12-02

**AMENDING THE BYLAWS OF THE
CAMDEN COUNTY
ECONOMIC DEVELOPMENT COMMISSION**

WHEREAS, the County of Camden by Resolution No. 2009-09-04 adopted September 8, 2009, created the Camden County Economic Development Commission, ("CEDC"); and

WHEREAS, the Camden County Economic Development Commission, has requested an amendment to the Economic Development Commission membership as follows;

ARTICLE V
Membership

Section 1. The Commission membership shall be comprised of no more than ~~nine (9)~~ **eight (8)** members: **seven (7) voting members and one (1) ex-officio nonvoting member** ~~with each having a vote.~~ Of the ~~nine (9)~~ **seven (7) voting** members of the Commission, one is the Chairperson of the Camden County Board of Commissioners or his/her designated Board representative ~~and the County Manager.~~ **The ex-officio nonvoting member shall be the County Manager.** The remaining ~~seven (7)~~ **six (6) members** are to be filled from the following professions...

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners for Camden County, North Carolina in open session duly convened, by the adoption and enactment of this resolution, adopt these amendments, and by reference all necessary amendments in relation to the membership, to the By-Laws for the Camden County Economic Development Commission.

These By-Laws amendments are adopted pursuant to Chapter 158 of the North Carolina General Statutes and the said Commission derived its authority from the said Chapter 158 and all things inconsistent therewith are deemed stricken and modified herein.

ADOPTED the 4th day of December, 2017 by the Camden County Board of Commissioners in Camden, North Carolina.

ATTEST:

(SEAL)



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 9.D
Meeting Date: December 04, 2017
Submitted By: Karen Davis, Clerk to the Board
Board of Commissioners
Prepared by: Karen Davis

Item Title County Manager Appointment

Attachments:

Summary:

The Board of Commissioners will appoint the new county manager.

Recommendation:

Take official vote.



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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Board Appointments

Item Number: 10.1

Meeting Date: December 04, 2017

Submitted By: Amy Barnett, Planning Clerk
Planning & Zoning
Prepared by: Amy Barnett

Item Title **Re-Appoint Planning Board Members**

Attachments: Planning Board Reappointment Request (PDF)

Summary:

Please Re-appoint Calvin Leary, Ray Albertson, and Rick McCall to the Planning Board with terms to expire June 30, 2010.

Recommendation:

Approve Re-appointments

Please Re-Appoint the following to the Planning Board with 3 Year Terms to expire June 30, 2020:

Calvin Leary
Ray Albertson
Rick McCall

Thank you.



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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 11.A
Meeting Date: December 04, 2017

Submitted By: Karen Davis, Clerk to the Board
Administration
Prepared by: Karen Davis

Item Title **BOC Minutes - November 6, 2017**

Attachments: bocminutes_110617 (DOCX)

Summary:

Minutes from November 6, 2017 Board of Commissioners Meeting

Recommendation:

Review and Approve

CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017

Camden County Board of Commissioners

November 6, 2017

Regular Meeting - 7:00 PM

Historic Courtroom, Courthouse Complex

Camden, North Carolina

MINUTES

The regular meeting of the Camden County Board of Commissioners was held on November 6, 2017 in the Historic Courtroom, Camden, North Carolina.

WELCOME & CALL TO ORDER

The meeting was called to order by Vice Chairman Tom White at 7:00 p.m. Chairman Clayton Riggs was not present due to work obligations.

Attendee	Title	Status
Clayton Riggs	Chairman	Absent
Tom White	Vice Chairman	Present
Garry Meiggs	Commissioner	Present
Randy Krainiak	Commissioner	Present
Ross Munro	Commissioner	Present
Stephanie Humphries	Interim County Manager/Finance	Present
John Morrison	County Attorney	Present
Karen Davis	Clerk to the Board	Present
Dave Parks	Zoning	Present
Lisa Anderson	Tax Dept.	Present
Tony Perry	Sheriff	Present
Krystal Lancaster	Head Librarian	Present

INVOCATION & PLEDGE OF ALLEGIANCE

Pastor Joe Brock gave the invocation. The Board of Commissioners led in the Pledge of Allegiance.

ITEM 1. PUBLIC COMMENTS

None.

ITEM 2. CONSIDERATION OF AGENDA

Motion to approve the agenda as presented.

Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

27 **RESULT:** PASSED [UNANIMOUS]
28 **MOVER:** Garry Meiggs, Commissioner
29 **AYES:** Meiggs, White, Krainiak, Munro
30 **ABSENT:** Riggs

31
32 **ITEM 3. PRESENTATIONS**

33
34 The Board of Commissioners presented a certificate of appreciation to Sandra Jones for her years
35 of service to Camden County and the State of North Carolina.

36
37 **Recess to South Camden Water & Sewer District Board of Directors Meeting**

38
39 **Motion to recess to SCWSD Board of Directors Meeting.**

40 **RESULT:** PASSED [UNANIMOUS]
41 **MOVER:** Garry Meiggs, Commissioner
42 **AYES:** Meiggs, White, Krainiak, Munro
43 **ABSENT:** Riggs

44
45 **Agenda**

46
47 **Camden County Board of Commissioners**
48 **SCWSD - Regular Meeting**
49 **November 06, 2017**
50 **7:00 PM**
51 **Historic Courtroom, Courthouse Complex**

52
53 **CALL TO ORDER**

54 **ITEM 2. PRESENTATIONS** (For discussion and possible action)

55 **ITEM 3. PUBLIC COMMENTS**

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

58 **ITEM 4. CONSIDERATION OF THE AGENDA**

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

60 **ITEM 6. NEW BUSINESS** (For discussion and possible action)

61 A. Monthly Update

62 **ITEM 7. CONSENT AGENDA**

63 **ITEM 8. INFORMATION**

64 **ITEM 9. OTHER**

65 **ITEM 10. ADJOURN**

**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

66
67 Public Comments – None

68
69 Consideration of Agenda

70
71 **Motion to approve the SCWSD Board of Directors Meeting agenda.**

72
73 Mover: Commissioner Krainiak
74 Ayes: Meiggs, White, Krainiak, Munro
75 Absent: Riggs
76 PASSED

77
78 Old Business – None

79
80 New Business – Monthly Report

81

*South Camden Water & Sewer Board
Monthly Work Order Statistics Report
Period: September 2017*

	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
Water/Distribution	70	70	100%	0
Sewer/Collection	1	1	100%	0

Locates:

Water Line: 89

Sewer Line: 12

Water & Sewer, same ticket:9

Public Works Director Notes/Comments:

Ten work orders have been reviewed for accuracy.

82

83

84

85

86 **Motion to accept the monthly report for September 2017.**

87

88 Mover: Commissioner Krainiak
89 Ayes: Meiggs, White, Krainiak, Munro
90 Absent: Riggs
91 PASSED

92

93 **Motion to adjourn the SCWSD Board of Directors Meeting.**

94

95 Mover: Commissioner Meiggs
96 Ayes: Meiggs, White, Krainiak, Munro
97 Absent: Riggs
98 PASSED

99

100 **Vice Chairman Tom White reconvened the Board of Commissioners Meeting.**

101

102 **ITEM 4. OLD BUSINESS**

103

104 None.

105

106 **ITEM 5. PUBLIC HEARING**

107

108 A. Public hearing – Ordinance 2017-09-02 Rezoning Application (UDO 2017-08-19)

109

Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

110 **Motion to go into Public Hearing Ordinance 2017-09-02 Rezoning Application (UDO 2017-**
 111 **08-19)**
 112

113 **RESULT: PASSED [UNANIMOUS]**
 114 **MOVER:** Garry Meiggs, Commissioner
 115 **AYES:** Meiggs, White, Krainiak, Munro
 116 **ABSENT:** Riggs

117
 118 Permit Dave Parks presented the following Staff Report and Finding of Facts for UDO 2017-08-
 119 19 to the Board.

STAFF REPORT

**UDO 2017-08-19
Zoning Map Amendment**

PROJECT INFORMATION

<p>File Reference: UDO 2017-08-19 Project Name; N/A PIN: 01-7989-03-11-3920</p> <p>Applicant: Christopher & Stephanie Jackson</p> <p style="padding-left: 40px;">Address: 520 Main Street South Mills, NC</p> <p style="padding-left: 40px;">Phone: (252) 339-2821 Email:</p> <p>Agent for Applicant: Address: Phone: Email:</p> <p>Current Owner of Record: Applicant Meeting Dates: 9/20/2017 Planning Board</p>	<p>Application Received: 6/16/17 By: David Parks, Permit Officer</p> <p>Application Fee paid: \$650 Check #254</p> <p>Completeness of Application: Application is generally complete</p> <p>Documents received upon filing of application or otherwise included:</p> <ul style="list-style-type: none"> A. Rezoning Application B. Aerial of portion of property requested to be rezoned. C. Deed D. Table of Permissible Uses comparison. E. GIS Aerial, existing zoning, Comprehensive Plan future land use and CAMA Land Use Plan Suitability Maps F. Letter from adjacent property owner.
---	---

PROJECT LOCATION:

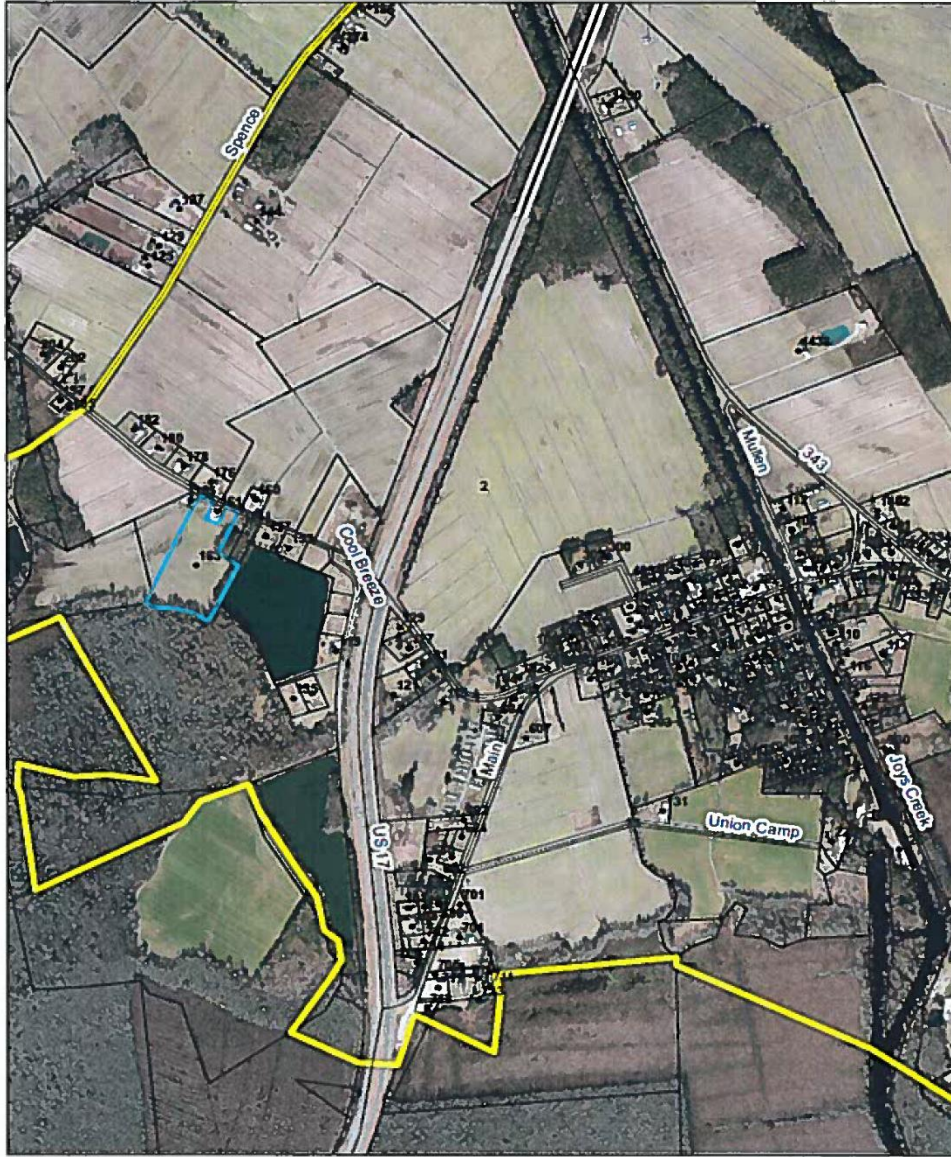
Street Address: Property located off Horseshoe Road.
Location Description: South Mills Township

120

Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017

Vicinity Map:



**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

REQUEST: Rezone approximately 10 acres from Highway Commercial (HC) to Basic Residential (R3-1)

From: Highway Commercial (HC)

To: Basic Residential (R3-1)

The Highway Commercial district is designed to provide for and encourage the proper grouping and development of roadside uses which will best accommodate the needs of the motoring public along US 17, US 158 and NC 343. In addition, commercial uses served by large trucks and other intense commercial uses shall be encouraged to locate in these districts. These regulations are intended to control those aspects of development that affect adjacent residential land use, traffic flow and the capacity of the land to absorb development. Specifically prohibited in this district are uses which create a hazardous or noxious effect and junkyards.

The R3 Districts are designed to provide for low density residential development in areas that are adjacent to those areas primarily devoted to agriculture. Subdivision in the R3-1 district requires a minimum of one acre per lot.

SITE DATA

Lot size: Approximately 10 acres.
Flood Zone: AE (100 year flood)
Zoning District(s): Highway Commercial (HC)
Existing Land Uses: Open Land

Adjacent Zoning & Uses:

	North	South	East	West
Zoning	Highway Commercial (HC)/GUD	Mixed Single Family Residential (R1)	Mixed Single Family Residential (R1)	Highway Commercial (HC)
Use & size	Farmland/Some Housing	Woodland	Pond/Houses	Farmland/house

Proposed Use(s): Residential purposes.

Description of property: Property is adjacent to 165 Horseshoe Road.

ENVIRONMENTAL ASSESSMENT

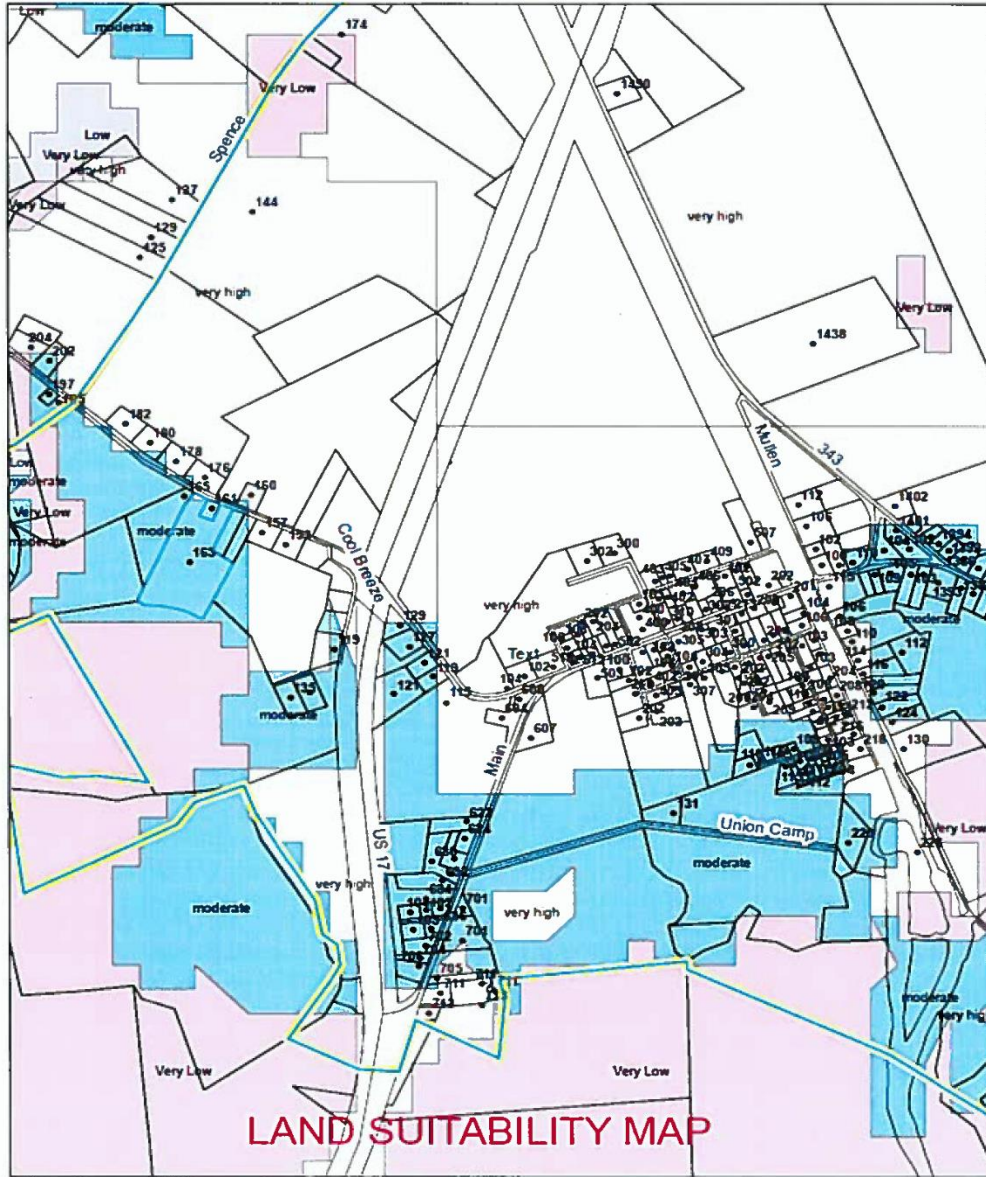
Streams, Creeks, Major Ditches: Upper Pasquotank.
Distance & description of nearest outfall: Less than 1 mile.

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Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

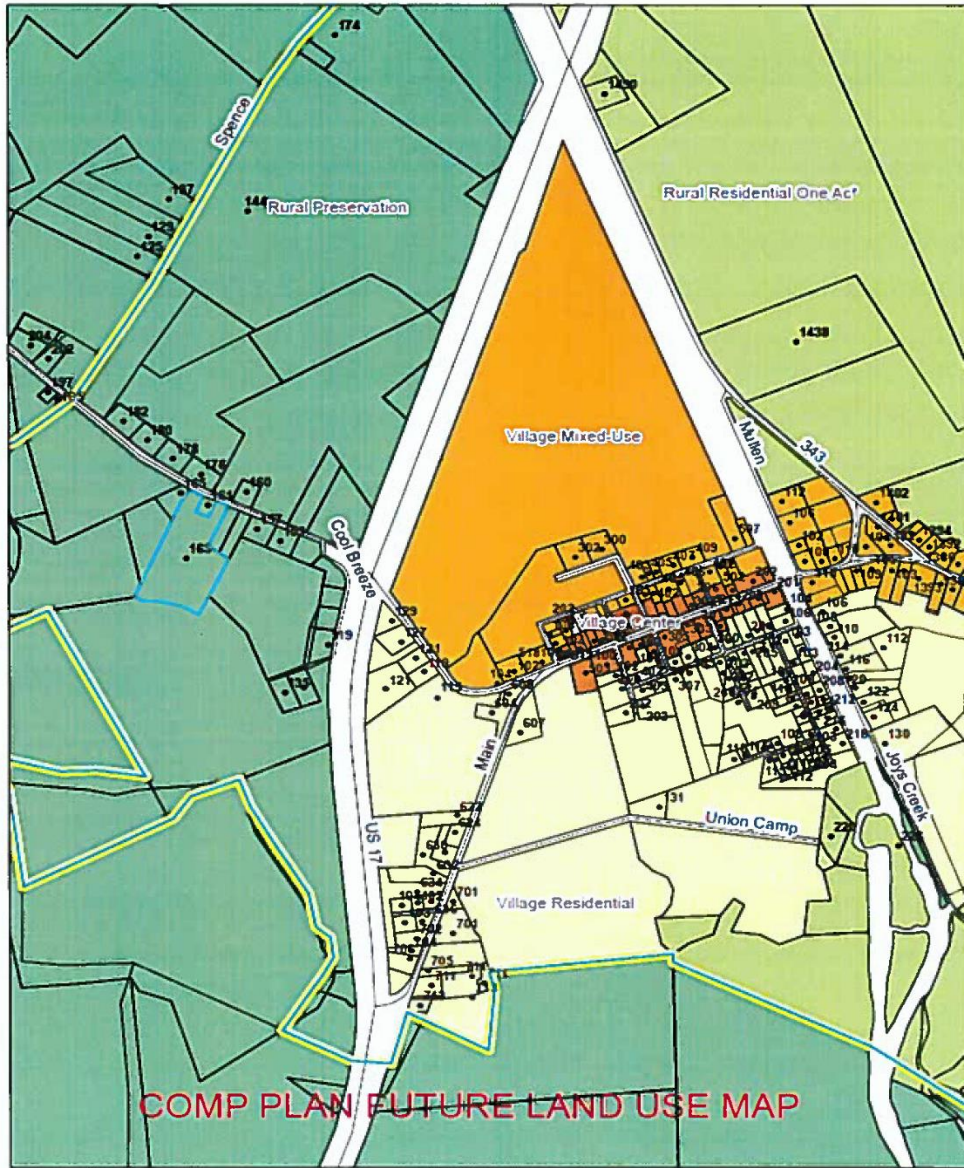
CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017

CAMA Land Suitability:



CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017

Comprehensive Plan Future Land Use Map

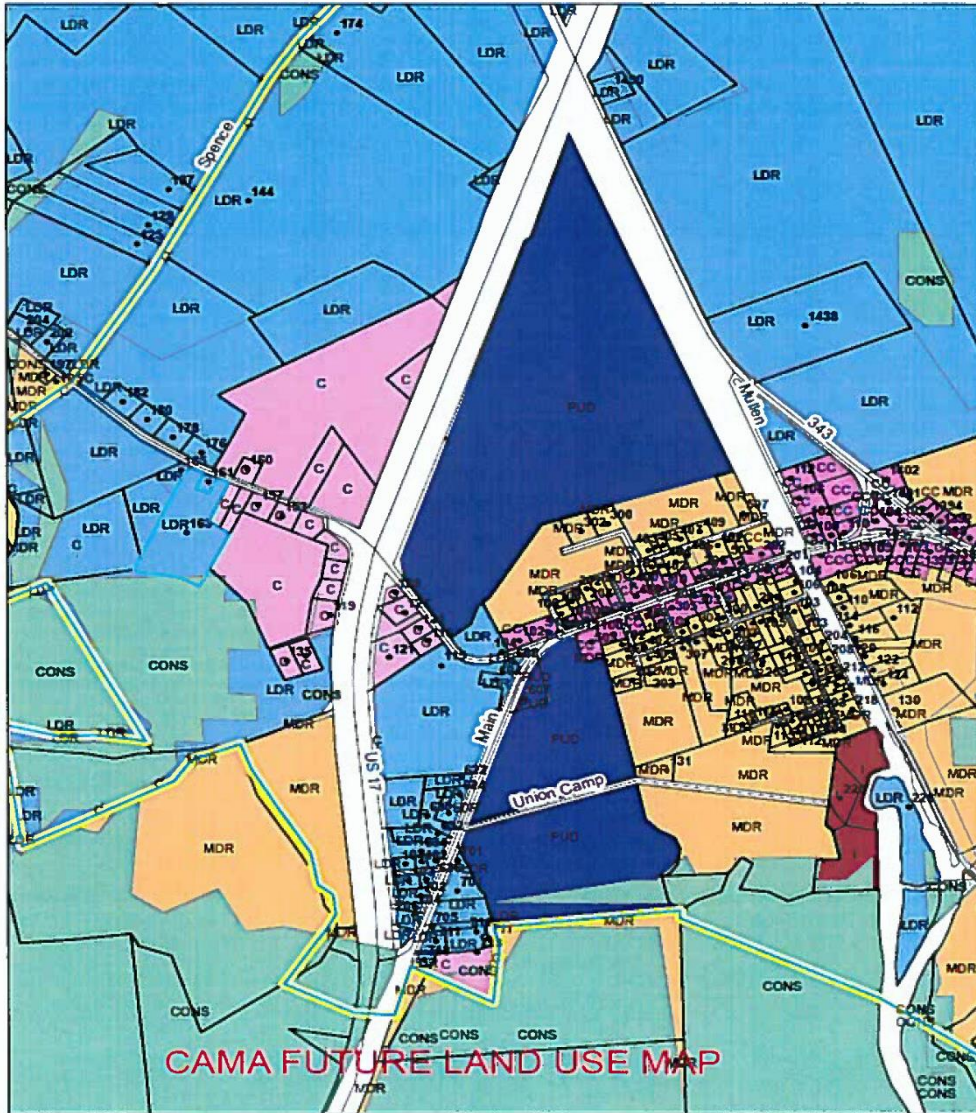


126

Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017

CAMA Future Land Use Map

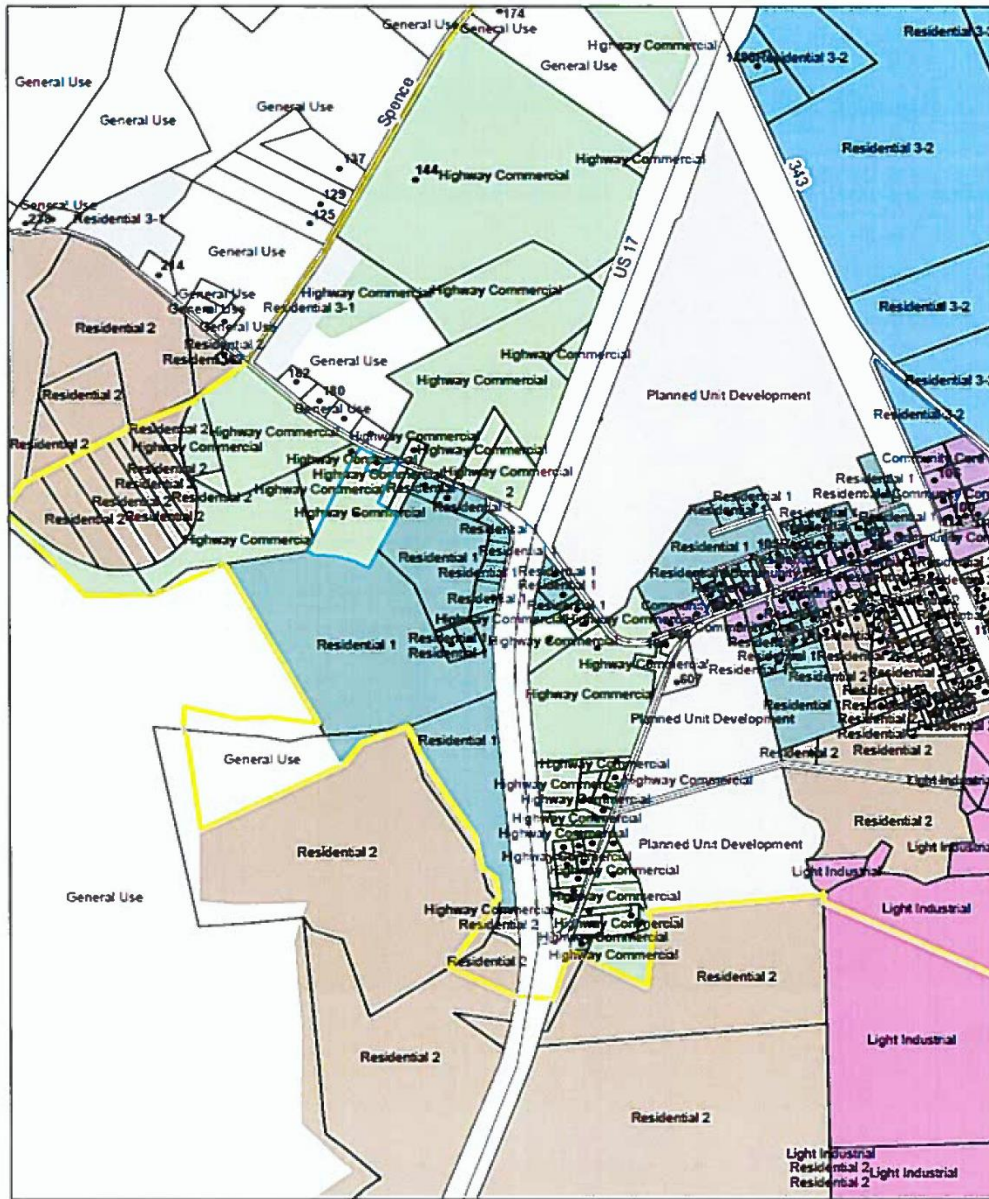


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Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

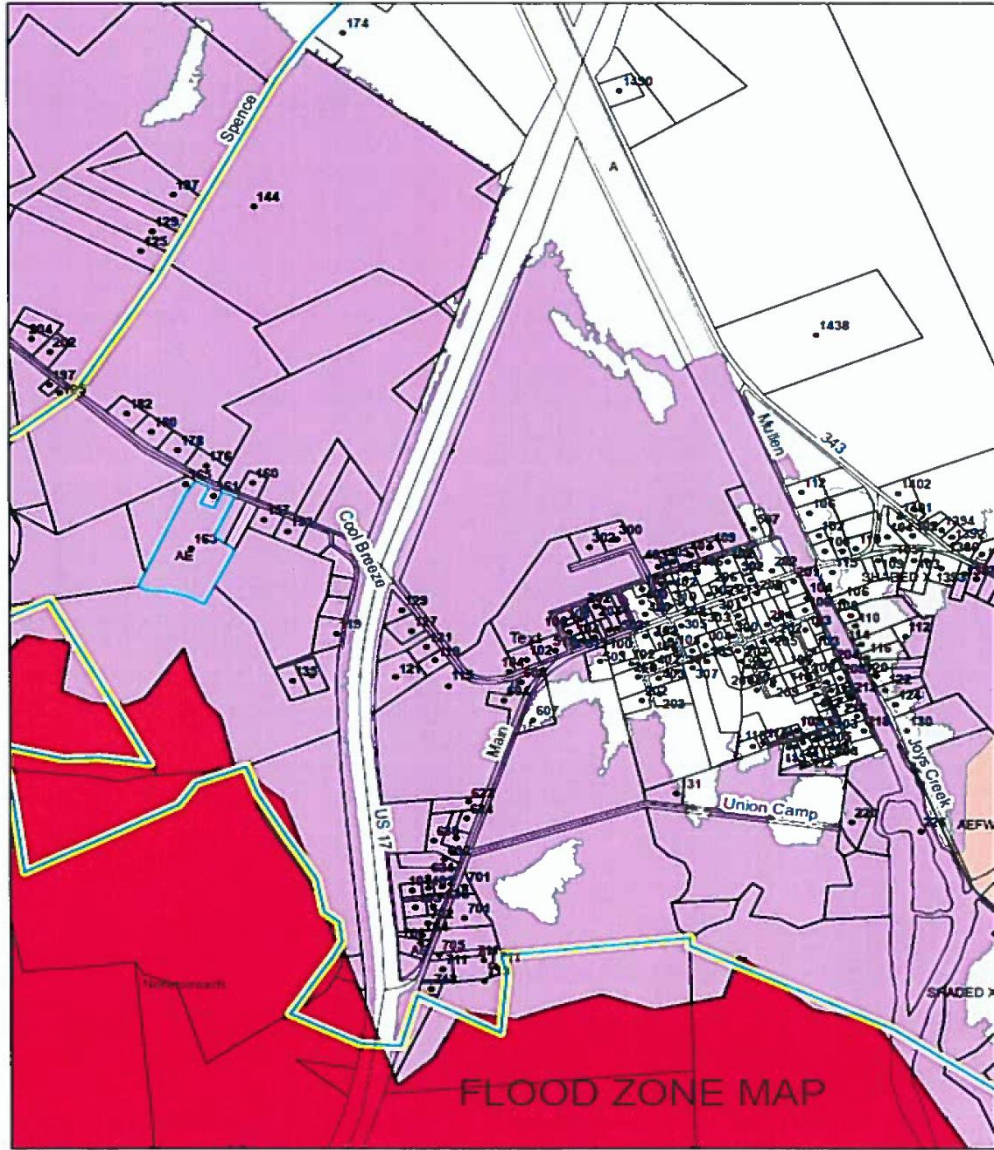
CAMDEN COUNTY BOARD OF COMMISSIONERS NOVEMBER 6, 2017

Zoning Map:



CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017

Floodplain Map



**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

INFRASTRUCTURE & COMMUNITY FACILITIES

Water	Water lines are located adjacent to property along Horseshoe Road.
Sewer	Septic exists on property. Dilapidated dwelling exists on property.
Fire District	South Mills Fire District. Property located approximately 1 mile from Station on Halstead St.
Schools	Impact calculated at subdivision/building permit.
Traffic	Staffs opinion is traffic will not exceed road capacities.

PLANS CONSISTENCY

CAMA Land Use Plan Policies & Objectives:

Consistent Inconsistent

The proposed zoning change is consistent with the CAMA Land Use Plan which was adopted by the Camden County Board of Commissioners on April 4, 2005 in that the Future Land Use Maps has area as Low Density Residential 1-2 acres or greater. Requested zoning is defined as Low Density Residential.

PLANS CONSISTENCY – cont.

2035 Comprehensive Plan

Consistent Inconsistent

Inconsistent with Comprehensive Plan (Adopted 2012) as Future Land Use Maps reflect land as Rural Preservation. Future Land Use Maps will need to be changed to ensure compatibility between maps and the need to focus development within the Core Village areas as addressed in the Comprehensive Plan.

PLANS CONSISTENCY – cont.

Comprehensive Transportation Plan

Consistent Inconsistent

Property abuts Horseshoe Road.

Other Plans officially adopted by the Board of Commissioners

132
133
134

Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017

N/A

FINDINGS REGARDING ADDITIONAL REQUIREMENTS:

Yes No **Will the proposed zoning change enhance the public health, safety or welfare?**

Reasoning: The proposed zoning change will neither enhance nor hinder the public health, safety, or welfare. The infrastructure is there for residential development however sewer is unavailable (if needed) for commercial development.

Yes No **Is the entire range of permitted uses in the requested classification more appropriate than the range of uses in the existing classification?**

Reasoning: Could debate both sides based on infrastructure.

For proposals to re-zone to non-residential districts along major arterial roads:

Yes No **Is this an expansion of an adjacent zoning district of the same classification? N/A**

Reasoning:

Yes No **What extraordinary showing of public need or demand is met by this application? N/A**

Reasoning:

Yes No **Will the request, as proposed cause serious noise, odors, light, activity, or unusual disturbances?**

Reasoning: All uses allowed in the requested zoning classification should not cause any serious noise, odors, light activity, or unusual disturbances.

Yes No **Does the request impact any CAMA Areas of Environmental Concern?**

Reasoning: Property is outside any CAMA Areas of Environmental Concern.

Yes No **Does the county need more land in the zoning class requested?**

Reasoning: Higher density development in areas identified in the CAMA Land Use Plan provides needed roof tops to support commercial development.

Yes No **Is there other land in the county that would be more appropriate for the proposed uses?**

Reasoning: There are homes located adjacent to and near the property.

135

136

Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

Yes No **Will not exceed the county's ability to provide public facilities:**

Schools – The higher density would have an impact on the high school as it is over capacity.

Fire and Rescue – Minimal impact.

Law Enforcement – Minimal impact.

Parks & Recreation – Minimal impact

Traffic Circulation or Parking – N/A

Other County Facilities – No.

Yes No **Is This A Small Scale "Spot" Rezoning Request Requiring Evaluation Of Community Benefits?**

If Yes (regarding small scale spot rezoning) – Applicants Reasoning:

	Personal Benefits/Impact	Community Benefits/Impact
With rezoning	Will allow owner to build their home on the land.	None.
Without rezoning	Property owner will not be able to use the land in which they intended.	When sewer is available, could provide needed commercial development.

STAFF COMMENTARY:

This is another area where the CAMA Plan, Comprehensive Plan and Zoning Maps are not consistent with each other. CAMA Plan has property identified as Low Density Residential, Comprehensive Plan has land at Rural Preservation and Zoning Map has property zoned Highway Commercial. There is no sewer available at this time and there are 8 dwellings that surround the property.

STAFF RECOMMENDATION:

1. Staff motion for the Consistency Statement is - The requested rezoning is both consistent and inconsistent with adopted CAMA Land Use Plan and the Comprehensive Plan stated in Staff Commentary.
2. Staff recommends approval of the rezoning request UDO 2017-08-19 to include the adjacent property identified by PIN 01-7989-03-12-7111 (as requested by property owner).

137

PLANNING BOARD: Made the following motions:

Consistency Statement:

1. Motion was made that the requested rezoning was consistent with the CAMA Land Use Plan as Future Land Use Maps has area identified as Low Density Residential 1-2 acres or more. Motion passed 5-0 vote.
2. Motion was made to recommend approval of the rezoning request to include adjacent property identified by PIN 01-7989-03-12-7111 (as requested by property owner). Motion passed 5-0 vote.

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140

Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

141 **Motion to come out of Public Hearing for Ordinance 2017-09-02 Rezoning Application**
142 **(UDO 2017-08-19)**

143

144	RESULT:	PASSED [UNANIMOUS]
145	MOVER:	Garry Meiggs, Commissioner
146	AYES:	Meiggs, White, Krainiak, Munro
147	ABSENT:	Riggs

148

149 **Motion to add Ordinance 2017-09-02 Rezoning Application (UDO 2017-08-19) to New**
150 **Business as Item 6.E.**

151

152	RESULT:	PASSED [UNANIMOUS]
153	MOVER:	Ross Munro, Commissioner
154	AYES:	Meiggs, White, Krainiak, Munro
155	ABSENT:	Riggs

156

157 **ITEM 6. NEW BUSINESS**

158

159 A. Tax Report

160

161 Lisa Anderson presented the Tax Report for September 2017.

162

**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

**MONTHLY REPORT OF THE TAX ADMINISTRATOR TO THE
CAMDEN COUNTY BOARD OF COMMISSIONERS**

OUTSTANDING TAX DELINQUENCIES BY YEAR

<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2016	100,590.85	7,983.33
2015	36,028.46	1,353.05
2014	24,459.07	1,710.41
2013	13,573.50	5,675.39
2012	9,110.98	8,351.59
2011	6,036.84	6,747.41
2010	4,989.40	5,012.61
2009	4,017.55	4,678.37
2008	3,795.46	5,127.46
2007	3,847.39	6,607.83
TOTAL REAL PROPERTY TAX UNCOLLECTED		206,449.50
TOTAL PERSONAL PROPERTY UNCOLLECTED		53,247.45
TEN YEAR PERCENTAGE COLLECTION RATE		99.62%
COLLECTION FOR 2017 vs. 2016		10,458.57 vs. 16,369.38

LAST 3 YEARS PERCENTAGE COLLECTION RATE

2016	98.38%
2015	99.44%
2014	99.62%

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Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

EFFORTS AT COLLECTION IN THE LAST 30 DAYS

ENDING September 2017

BY TAX ADMINISTRATOR

- 10 NUMBER DELINQUENCY NOTICES SENT
- 0 FOLLOWUP REQUESTS FOR PAYMENT SENT
- 3 NUMBER OF WAGE GARNISHMENTS ISSUED
- 12 NUMBER OF BANK GARNISHMENTS ISSUED
- 11 NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR TO DELINQUENT TAXPAYER
- 0 NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)
- 0 PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF TAX ADMINISTRATOR
- 0 NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO COUNTY ATTORNEY
- 0 NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR COLLECTION (I.D. AND STATUS)
- 0 REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS
- 1 NUMBER OF JUDGMENTS FILED

169
170
171
172

Attachment A – Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	02-8934-01-17-4778.0000	10,563.66	1	LARRY G. LAMB SR	CAMDEN	152 158 US W
RR	01-7989-00-01-1714.0000	9,438.94	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
RR	03-8899-00-45-2682.0000	5,505.31	10	SEAMARK INC.	SHILOH	HOLLY RD
RR	02-8934-01-18-6001.0000	3,574.92	1	LINDA SUE LAMB HINTON	CAMDEN	150 158 US W
RR	01-7998-01-08-6797.0000	3,525.74	2	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
RR	02-8945-00-41-2060.0000	3,144.40	1	LASELLE ETHERIDGE SR.	CAMDEN	168 BUSHELL RD
R	02-8937-00-50-8036.0000	2,977.80	2	CLEVELAND WALSTON LE	CAMDEN	187 HERMAN ARNOLD RD
RR	01-7998-01-08-8621.0000	2,808.19	4	WILLIE L. TURNER ETAL	SOUTH MILLS	1289 343 HWY N
RR	03-8965-00-13-1025.0000	2,728.25	2	SHARON EVANS MUNDEN	SHILOH	556 TROTMAN RD
RR	02-8936-00-81-9147.0000	2,670.10	1	JUDITH TILLET	CAMDEN	190 RUN SWAMP RD
RR	03-8899-00-06-0950.0000	2,607.04	1	NA NGUYEN	SHILOH	117 EDGEWATER DR
RR	03-8899-00-16-2671.2425	2,467.24	1	SPRING LOTUS LLC	SHILOH	141 EDGEWATER DR
RR	03-8961-00-68-3593.0000	2,459.40	1	SECRETARY OF VETERANS AFFAIRS	SHILOH	169 RAYMONS CREEK RD
RR	03-8965-00-41-0179.0001	2,447.66	1	WHALON & KATHLEEN MCCULLEN	SHILOH	404 SANDY HOOK RD
RR	02-8923-00-19-3774.0010	2,328.84	5	WILLIAM CONOVER	CAMDEN	431 158 US W
RR	03-8943-04-93-8214.0000	2,189.23	10	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
RR	03-8953-03-12-6266.0000	2,100.62	1	R.VERNON BRAY, JR.	SHILOH	120 LAUREN LN
RR	01-7080-00-62-1977.0000	2,062.78	7	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
RR	01-7998-00-61-7934.0000	2,032.76	2	JOE ABNER BRICKHOUSE	SOUTH MILLS	1108 343 HWY N
R	02-8935-02-66-7093.0000	2,029.22	2	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
RR	01-7989-00-31-01179.0001	1,995.64	9	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
RR	01-7989-03-30-8984.0000	1,992.70	2	WILLIE LAVERNE TURNER	SOUTH MILLS	102 HORSESHOE RD
RR	02-8935-04-63-0820.0000	1,965.97	1	BELCROSS PROPERTIES, LLC	CAMDEN	197 158 US E
RR	03-8952-00-95-8737.0000	1,927.12	2	AUDREY TILLET	SHILOH	171 NECK RD
RR	01-7999-00-78-4680.0000	1,892.10	2	BERTHA MARLENE GARRETT	SOUTH MILLS	379 OLD SWAMP RD
RR	01-7081-00-81-4060.0000	1,822.39	3	CRAIG S. CAREY	SOUTH MILLS	201 SHARON CHURCH RD
RR	03-8962-00-05-0472.0000	1,799.11	2	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	01-7999-00-32-3510.0000	1,777.65	2	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
RR	01-7999-00-12-8596.0000	1,717.51	2	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7998-01-17-7997.0000	1,701.01	1	CECIL SAWYER JR.	SOUTH MILLS	1266 343 HWY N

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CAMDEN COUNTY BOARD OF COMMISSIONERS
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174
 175 Attachment B – Real
 176

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	9,438.94	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8899-00-45-2682.0000	10	5,505.31	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8943-04-93-8214.0000	10	2,189.23	L P JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7988-00-91-0179.0001	10	1,995.64	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8952-00-95-8737.0000	10	1,927.12	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	10	1,777.65	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL F
R	01-7999-00-12-8596.0000	10	1,714.51	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL F
R	01-7989-04-60-1954.0000	10	1,088.28	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RI
R	03-8962-00-50-0273.0000	10	872.12	DAISEY WILLIAMS BURNHAM	SHILOH	RAYMONS CREEK RD
R	01-7090-00-60-5052.0000	10	750.68	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	02-8955-00-13-7846.0000	10	599.63	MARIE MERCER	CAMDEN	IVY NECK RD
R	02-8936-00-24-7426.0000	10	569.75	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	01-7998-00-57-2800.1000	10	427.45	TINA RENEE LEARY	SOUTH MILLS	111 LINTON RD
R	01-7090-00-95-5262.0000	10	241.60	JOHN P. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-8980-00-61-1968.0000	10	218.33	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	03-9809-00-45-1097.0000	10	203.83	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	03-8899-00-37-0046.0000	10	160.06	ELIZABETH LONG	SHILOH	HIBISCUS
R	03-9809-00-17-2462.0000	10	143.59	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	01-7989-04-60-1568.0000	9	977.64	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RI
R	02-8945-00-41-2060.0000	8	3,144.40	LASELLE ETHERIDGE SR.	CAMDEN	168 BUSHHELL RD
R	01-7080-00-62-1977.0000	8	2,062.78	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-9809-00-24-6322.0000	8	477.36	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	01-7998-01-08-6797.0000	7	3,525.74	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	03-8980-00-84-0931.0000	7	156.62	CARL TEUSCHER	SHILOH	218 BROAD CREEK I
R	03-8962-00-04-9097.0000	6	1,534.55	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8990-00-64-8379.0000	6	649.95	CHRIS/TOPIER FROST-JOHNSON	SHILOH	LITTLE CREEK RD
R	02-8935-01-07-0916.0000	6	443.96	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW
R	03-8962-00-70-7529.0000	6	434.79	MARY SNOWDEN	SHILOH	WICKHAM RD
R	01-7989-04-90-0938.0000	6	369.29	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	03-8962-00-60-7648.0000	6	281.11	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD

177
 178
 179
 180 Attachment A – Personal
 181

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001623	3,885.70	1	ATLANTIC COASTAL CLEARING	CAMDEN	
P	0001709	1,734.90	8	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0000738	837.43	6	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001538	827.33	9	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001046	776.11	9	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	671.13	9	PAM BUNDY	SHILOH	105 AARON DR
P	0001827	483.28	5	KAREN BUNDY	CAMDEN	431 158 US W
P	0002185	448.60	1	DIRECT TV, LLC	CAMDEN	
P	0001230	411.11	5	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0002194	407.91	2	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0001476	306.68	1	MIKE TAYLOR	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001694	288.99	5	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0002565	277.38	1	DUANE EDWARD DUNIVAN	SOUTH MILLS	115 WAYLAND CT
P	0001693	261.90	8	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001106	258.76	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0001681	254.46	5	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001952	238.91	5	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0002886	222.38	6	GEORGE LINWOOD POWELL	CAMDEN	177 SANDHILLS RD
P	0001104	214.79	1	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0000295	204.06	1	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000905	200.35	12	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR
P	0000248	194.51	10	ROBERT H. OWENS	CAMDEN	363 # 15
P	0001010	189.68	4	RAYBURN BURGESS	SHILOH	116 EDGEWATER DR
P	0001673	177.05	8	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0001722	140.55	6	JANET LEARY	SOUTH MILLS	LINTON ROAD
P	0001638	139.94	2	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN LOT 1
P	0001250	137.82	2	MICHELE LEE TAYLOR-DUKE	SOUTH MILLS	108 BINGHAM RD
P	0000385	121.17	1	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND
P	0001540	120.95	9	DAVID LUKE	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0000316	115.56	8	JAMES P. JONES	CAMDEN	142 SANDHILLS RD

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183 Attachment B – Personal

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0000738	10	837.43	LESLIE ETHERIDGE JR	CAMDEN	
P	0001046	10	776.11	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	10	671.13	PAM BUNDY	SHILOH	105 AARON DR
P	0001106	10	258.76	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0000248	10	194.51	ROBERT H. OWENS	CAMDEN	363 # 15
P	0001538	9	827.33	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001540	6	120.95	DAVID LUKE	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001709	8	1,734.90	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001693	8	261.90	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001673	8	177.05	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0000316	8	115.56	JAMES P. JONES	CAMDEN	142 SANDHILLS RD
P	0001827	7	483.28	KAREN BUNDY	CAMDEN	431 158 US W
P	0002886	6	222.38	GEORGE LINWOOD POWELL	CAMDEN	177 SANDHILLS RD
P	0001722	6	140.55	JANET LEARY	SOUTH MILLS	LINTON ROAD
P	0001230	5	411.11	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001694	5	288.99	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001681	5	254.46	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001952	5	238.91	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0002194	4	407.91	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0001010	4	189.68	RAYBURN BURGESS	SHILOH	116 EDGEWATER DR
P	0000905	2	200.35	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR
P	0001638	2	139.94	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN
P	0001250	2	137.82	MICHELE LEE TAYLOR-DUKE	SOUTH MILLS	108 BINGHAM RD
P	0001623	1	3,885.70	ATLANTIC COASTAL CLEARING	CAMDEN	
P	0002185	1	448.60	DIRECT TV, LLC	CAMDEN	
P	0001476	1	306.68	MIKE TAYLOR	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0002565	1	277.38	DUANE EDWARD DUNIVAN	SOUTH MILLS	115 WAYLAND CT
P	0001104	1	214.79	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0000295	1	204.06	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000385	1	121.17	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND

184

185

186 Motion to approve the tax report as presented.

187 **RESULT:** PASSED [UNANIMOUS]
 188 **MOVER:** Randy Krainiak, Commissioner
 189 **AYES:** Meiggs, White, Krainiak, Munro
 190 **ABSENT:** Riggs

191

192 B. Sheriff's Department Request

193

194 Sheriff Tony Perry addressed the Board and presented the following request:

195

TO: Camden County Board of Commissioners/County Manager
 FROM: Sheriff Tony Perry
 DATE: October 25, 2017
 RE: Deputy Position Elimination/Salary Adjustments

I am proposing to eliminate a currently funded deputy position to adjust the salaries for the current patrol division deputies. We have lost 5 deputies leaving for higher salaries to other agencies in the last year. We also have not been able to attract quality candidates to work here.

All positions are currently filled except the currently funded open position that was somewhat an extra deputy working in the patrol division that came from an inter-agency restructure two years ago. A supervisor position was eliminated two years and that position was moved to the patrol division as a patrol deputy that would work mid shift with the future hopes of garnering another position to make the platoons even with 6 deputies to each platoon.

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**CAMDEN COUNTY BOARD OF COMMISSIONERS
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Here is the call volume for the last five years for your information: 2016 – 11,755; 2015 – 14,326; 2014 – 9876; 2013 – 12,335; and 2012 – 11,853.

The **starting salary** breakdown of other agencies including Camden County:

- Camden Sheriff- \$33,275
- Pasquotank Sheriff- \$33,492
- Elizabeth City Police - \$37,000
- Currituck Sheriff - \$37,344
- Kitty Hawk Police - \$37,733
- Kill Devil Hills Police - \$42,524

The **starting salary breakdown for supervisor/patrol sergeant position:**

- Camden Sheriff - \$38,520
- Pasquotank Sheriff - \$37,444
- Currituck Sheriff - \$47,009
- Elizabeth City Police - \$45,000

The attached Camden County Sheriff’s Office Salaries sheet shows the requested adjustment for salaries within the Sheriff’s Office. It shows the lower rank deputies plus the patrol sergeants and includes an administrative assistant. Administrative Assistant C1 has been here three years while Administrative Assistant C2 has been a year and they both make the same salary.

It is imperative to adjust these salaries of current employees to bring them up to be competitive with surrounding agencies. Once again, we would be able attract and retain quality personnel for the betterment of the county. Constant turnover estimate costs for each new employee around \$2,000 in new uniforms, employment physicals, firearms qualifications and training.

I request that the salaries be adjusted as stated on the attached Camden County Sheriff’s Office Salaries excel spreadsheet. I will answer any questions if necessary and thank you for the consideration.

197

198
199

Current Salaries Lower Rank Staff Nov 2017 version 2

	A	D	E	F	G	H	I	J	K	L	M
1	Camden County Sheriff's Office Salaries										
2											
3							Camden	time at			
4	Assigned			Total		Years in	other	Years.mnths			
5	Number	Current Salary	Increase	Salary	Certified	Service	agency	total	Rank	Grade	
6											
7	720	\$41,253	\$4,500	\$45,753	Yes	8	0	8	Sgt.	65	
8	722	\$41,350	\$4,000	\$45,350	Yes	3	11.2	14.2	Deputy III	64	
9	725	\$34,939	\$3,000	\$37,939	Yes	5 mths	0	5 mths	Dep (Prob)	61	
10	726	\$34,939	\$2,100	\$37,039	No	2 mths	0	2 mths	Dep (Prob)	61	
11	736	\$34,939	\$3,000	\$37,939	Yes	3 mths	0	3 mths	Dep (Prob)	61	
12											
13	730	\$42,537	\$5,000	\$47,537	Yes	9	1.3	10.3	Sgt	65	
14	733	\$38,538	\$462	\$39,000	Yes	2 mths	3.3	3.5	Deputy II	63	
15	735	\$36,686	\$5,000	\$41,686	Yes	7 mths	4.4	5.1	Deputy II	63	
16	727	\$34,939	\$2,100	\$37,039	No	2 mths	0	2 mths	Dep (Prob)	61	
17											
18	C1	\$30,182	\$3,000	\$33,182	N/A	3	0	3	Admin Asst	59	
19											
20		\$370,302	\$32,162								

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**CAMDEN COUNTY BOARD OF COMMISSIONERS
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206 **Motion to approve Sheriff Perry’s request to eliminate the deputy position and adjust**
207 **salaries as proposed.**

208	RESULT:	PASSED [UNANIMOUS]
209	MOVER:	Garry Meiggs, Commissioner
210	AYES:	Meiggs, White, Krainiak, Munro
211	ABSENT:	Riggs

212
213 C. Camden Public Library Board of Trustees Bylaws Revision

214
215 Krystal Lancaster addressed the Board and proposed the following revised Library Board of
216 Trustees Bylaws:
217

Bylaws of the Camden County Library Board

Article I – Name

This organization shall be known as the Camden County Library Board located in Camden County, North Carolina.

Article II – Purpose

The Camden County Library Board shall act in an advisory capacity to the Camden County Board of Commissioners and the Camden County Librarian in matters pertaining to the policies, services and operation of the Camden County Library.

Article III – Board Membership

Section I – Requirements to Become a Member

- a. Be a resident of Camden County, North Carolina;
- b. Apply using the County’s standard volunteer form and submit it to the Camden County Board of Commissioners for consideration;
- c. No immediate family members of County officials may serve on the Library Board;
- d. No officers of other library related organizations of Camden County may serve on the Library Board with voting rights.

Section II - Responsibilities of Board Members

- a. Attend the Board’s quarterly meetings;
- b. Notify the Librarian or Board Chair if unable to attend a meeting;
- c. Assist in interpreting the policies and functions of the Library to the public;
- d. Encourage in every possible way the development and advancement of the Public Library;
- e. Abide by the policies of the Camden County Library and the East Albemarle Regional Library.

Section III – Composition of Board and Terms of Membership

- a. The Board shall consist of twelve (12) members with nine (9) chosen from the citizens at large;
- b. One member shall be a sitting Camden County Commissioner appointed by the Camden County Board of Commissioners;

01.19.16
07.18.17

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CAMDEN COUNTY BOARD OF COMMISSIONERS
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- c. One member shall be County Manager who will serve ex-officio without the power to vote;
- d. One member will be the County Librarian who will serve as the Executive Director of the Board and be ex-officio without the power to vote;
- e. Each member shall be appointed to serve a three (3) year term. Members are eligible to serve an additional three (3) year term, but no one may serve more than two (2) consecutive terms.

Section IV – Resignations, Terminations and Vacancies

- a. Resignations from the Library Board must be in writing;
- b. Any member may be removed from the Library Board of incapacity, unfitness, misconduct or neglect of duty upon recommendation of the Library Board;
- c. Any member who fails to attend two consecutive meetings of the Board without a valid reason may be replaced. Ex-officio members are excluded.
- d. Any vacancy on the Board shall be reported to the Camden County Board of Commissioners and said body will be responsible for appointing a replacement.

Article IV – Officers

Section I – Officers

- a. Chairperson
- b. Vice-Chairperson
- c. Secretary
- d. Executive Director
- e. Officers shall be elected at the annual meeting in July and will serve a two (2) year term.
- f. ~~No officer, with the exception of the Secretary~~ The Chairperson, Vice-Chairperson and Secretary, can succeed him/herself to serve a consecutive term.
- g. Officers may be removed for the same reasons noted for general members of the Library Board.

Section II – Duties of Officers

- a. The Chairperson will:
 1. Preside at meetings;
 2. Authorize standing and special committees and appoint members;
 3. Assist the County Librarian in the creation of the Library's annual budget as a member of the Finance Committee;
 4. Notify the Camden County Board of Commissioners and the members of the Library Board of vacancies on the Board;

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CAMDEN COUNTY BOARD OF COMMISSIONERS
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5. Generally perform the duties of the presiding office.
- b. The Vice-Chairperson will:
 1. Preside at meetings in the absence of the Chairperson;
 2. Perform the duties of the Chairperson when the Chairperson is unable to do so.
- c. The Secretary will:
 1. Keep a true and accurate account of all meetings;
 2. Provide a copy of the minutes to the Executive Director within 30 days of the meeting;
 3. Keep a record of attendance for Board meetings;
 4. Inform the Chairperson in the event any member is absent from two consecutive meetings.
- d. The Executive Director will:
 1. Prepare the agenda for each regular meeting of the Library Board;
 2. Collect a copy of the minutes from the Board Secretary;
 3. Prepare and distribute by surface mail or email the agenda, minutes, quarterly statistics, finance report and librarian's report;
 4. Prepare a draft budget for review by the Board Finance Committee
 5. Secure signatures on meeting minutes from the Chairperson and the Executive Director.

Article V – Meetings

Section I – Date, Time and Location of Meetings

- a. The Library Board will meet on the third Tuesday in January, March, April and July and October at 5:15 p.m. The meetings will be held at a location approved by the Board.
- b. The July meeting will be the annual meeting at which Board elections and committee appointments will occur.

Section II – Rules Governing Meetings

- a. Meetings may be called by the Chairperson and the Executive Director.
- b. A majority of the members shall constitute a quorum at all meetings of the Board.
- c. All questions presented for a vote of the Library Board shall be decided by a simple majority of the quorum present.
- d. Special meetings may be called at the discretion of the Chairman or at the request of three members for the transaction of business as stated in the agenda for the meeting.

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07.18.17

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**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

- e. Robert’s Rules of Order, Newly Revised, shall govern in the parliamentary procedure of the Board, in all cases to which they are applicable and in which they are not inconsistent with these bylaws, in which case these bylaws shall govern the proceedings.

Article VI – Committees

Section I – Finance Committee

- a. A Finance Committee of two or more members shall be appointed by the Chairperson and shall be composed of those members, the Chairperson and the County Librarian. The Committee shall be responsible for the preparation of an annual budget for presentation to the full board at the March meeting. Upon Board approval, the Library budget request shall be forwarded to the Camden County Board of Commissioners for consideration.

Section II – Other Committees

- a. Other committees shall be appointed by the Chairperson as needed.

Article VII – Amendments

These bylaws may be amended at any regular meeting of the Board with a quorum presented by a two-thirds majority vote of the members present, provided that the amendment was stated in the agenda. The bylaws are subject to the final approval of the Camden County Board of Commissioners.

01.19.16
07.18.17

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Motion to approve the bylaws revision for the Camden County Library Board of Trustees.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Ross Munro, Commissioner
AYES:	Meiggs, White, Krainiak, Munro
ABSENT:	Riggs

Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

**CAMDEN COUNTY BOARD OF COMMISSIONERS
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229 D. Chowan County Resolution – Resolution Requesting the North Carolina General
230 Assembly to Repeal NC General Statute § 105-275 (45) Excluding Eighty Percent of the
231 Appraised Value of Solar Energy Electric Systems from Ad Valorem Tax
232

233 Interim Manager Stephanie Humphries presented the following resolution of Chowan County to
234 the Board. It was the request of the Chowan County Board of Commissioners that other counties
235 follow suit.



**RESOLUTION OF THE CHOWAN COUNTY BOARD OF COMMISSIONERS REQUESTING THE NORTH
CAROLINA GENERAL ASSEMBLY TO REPEAL N.C. GEN. STAT § 105-275 (45) EXCLUDING EIGHTY
PERCENT OF THE APPRAISED VALUE OF SOLAR ENERGY ELECTRIC SYSTEMS FROM AD VALOREM TAX**

WHEREAS, on January 1, 2016 the North Carolina law allowing a thirty-five percent tax credit on renewable energy production systems ended; and

WHEREAS, N.C. Gen Statute § 105-275 (45) still allows the exclusion of eighty percent of the appraised value of solar energy electric systems from local ad valorem tax valuation; and

WHEREAS, in 2017 the Chowan County Planning Board has approved two renewable energy developments to be constructed in Chowan County comprised of solar energy electric systems to encumber 276.07 acres of land; and

WHEREAS, due to N.C. Gen Statute § 105-275 (45) the solar energy electric systems in Chowan County will be assessed at an amount lower than other commercial developments not receiving preferential tax treatment under the statute would be required to pay; and

WHEREAS, Per the Solar Energy Industries Association (SEIA): Published Sep 20th, 2017, Cost to install solar declined 70% since 2010, nationwide, and costs for NC solar energy projects have fallen by 64% over the past 5 years; and

WHEREAS, a community hosting solar energy electric systems should receive the full benefit of such development within its boundaries particularly since solar energy electric systems reduce open space and useable farmland and generate visual and other impacts unwelcome to property owners adjacent to solar energy electric systems; and

WHEREAS, it is apparent that by allowing expiration of the state’s thirty-five percent tax credit on renewable energy production systems the North Carolina General Assembly has determined that incentives are no longer necessary to encourage renewable energy development like solar energy electric systems in North Carolina and repeal of N.C. Gen Statute § 105-275 (45) is necessary and appropriate.

NOW THEREFORE, BE IT RESOLVED by the Chowan County Board of Commissioners that:

- Section 1. Chowan County requests that its legislative delegation sponsor and otherwise support legislation to repeal N.C. Gen Statute § 105-275 (45).
- Section 2. The Clerk to the Board of Commissioners is directed to forward a copy of this resolution to the County’s legislative delegation as well as the County Clerks to all 100 Counties Board of Commissioners.
- Section 3. This resolution is effect upon its adoption.


Jeffery Smith, Chairman
Chowan County Board of Commissioners

ATTEST

Susanne Stallings, Clerk to the Board of Commissioners

236
237 **Motion to adopt the Resolution of the Chowan County Board of Commissioners.**

238	RESULT:	PASSED [UNANIMOUS]
239	MOVER:	Ross Munro, Commissioner
240	AYES:	Meiggs, White, Krainiak, Munro
241	ABSENT:	Riggs

242

Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017

243 E. Ordinance 2017-09-02 Rezoning Application (UDO 2017-08-19)

244

245 **Motion that the requested zoning change is consistent with Camden County's CAMA Land**
 246 **use plan future land use maps as it allows for densities of 1-2 acres or more.**

247

248	RESULT:	PASSED [UNANIMOUS]
249	MOVER:	Garry Meiggs, Commissioner
250	AYES:	Meiggs, White, Krainiak, Munro
251	ABSENT:	Riggs

252

253 **Motion to approve Ordinance 2017-09-02 Rezoning Application (UDO 2017-08-19) to**
 254 **include Property Identification Number 01-7989-03-12-6135.**

255	RESULT:	PASSED [UNANIMOUS]
256	MOVER:	Garry Meiggs, Commissioner
257	AYES:	Meiggs, White, Krainiak, Munro
258	ABSENT:	Riggs

Ordinance No. 2017-09-02

An Ordinance
Amending the Camden County
Zoning Map
Camden County, North Carolina

Article I: Purpose

The purpose of this Ordinance is to amend the Zoning Map of Camden County, North Carolina, which was originally adopted by the County Commissioners on December 20, 1993, and subsequently amended.

Article II. Amendment to Zoning Map

The Official Zoning Map of Camden County, North Carolina, which was adopted on December 20, 1993, and subsequently amended, is hereby amended as follows:

The properties currently shown in the Camden County Tax Assessor's Office as PIN 01-7989-03-11-3920, 01-7989-03-12-7111 and 01-7989-03-12-6135 are hereby re-zoned from Highway Commercial (HC) to Basic Residential (R3-1).

259

260

**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

Article III. Penalty

1. Violations of the provision of this Ordinance or failure to comply with any of its Requirements, including violations of any conditions and safeguards established in connection with grants of variances or Special Use or Conditional Use Permits, shall constitute a misdemeanor, punishable by a fine of up to five-hundred (\$500) dollars or a maximum thirty (30) days imprisonment as provided in G. S. 14-4.
2. Any act constituting a violation of the provisions of this Ordinance or a failure to comply with any of its requirements, including violations of any conditions and safeguards established in connection with the grants of variances or Special Use or Conditional Use Permits, shall also subject the offender to a civil penalty of one-hundred (\$100) dollars for each day the violation continues. If the offender fails to pay the penalty within ten (10) days after being cited for a violation, the penalty may be recovered by the county in a civil action in the nature of debt. A civil penalty may not be appealed to the Board of Adjustment if the offender was sent a final notice of violation in accordance with Article 151.568 and did not take an appeal to the Board of Adjustment within the prescribed time.
3. This Ordinance may also be enforced by any appropriate equitable action.
4. Each day that any violation continues after notification by the administrator that such violation exists shall be considered a separate offense for purposes of the penalties and remedies specified in this section.
5. Any one, all or any combination of the foregoing penalties and remedies may be used to enforce this Ordinance.

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Article IV. Severability

If any language in this Ordinance is found to be invalid by a court of competent jurisdiction or other entity having such legal authority, then only the specific language held to be invalid shall be affected and all other language shall be in full force and effect.

Article V. Effective Date

This Ordinance is effective upon adoption.


Adopted by the Board of Commissioners for the County of Camden this 6th day of November 2017.

County of Camden


Tom White, Acting Chairman

Camden County Board of Commissioners

ATTEST:


Karen Davis
Clerk to the Board



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Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

266 **ITEM 7. BOARD APPOINTMENTS**
267

- 268 1. Cathleen Saunders to Planning Board
269 2. Fatima Benson to Parks & Recreation Advisory Board
270 3. Bill Norton to Senior Tar Heel Legislature
271

272 **Motion to approve the three board appointments as recommended by staff.**

273 **RESULT:** PASSED [UNANIMOUS]
274 **MOVER:** Ross Munro, Commissioner
275 **AYES:** Meiggs, White, Krainiak, Munro
276 **ABSENT:** Riggs

277
278 **ITEM 8. CONSENT AGENDA**
279

- 280 A. BOC Minutes – August 7, 2017
281 B. BOC Minutes – October 2, 2017
282 C. Budget Amendments

2017-18-BA005
CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses			
104900	Vehicle Maintenance		\$250
104900	Gas & Oil		\$200
104900	Part Time Salaries	\$450	

This Budget Amendment is made appropriate funds part time salaries for building inspections.

This will result in no change to the Contingency of the General Fund.

Balance in Contingency \$40,000.00

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 2nd day of October, 2017.

Karen Davis Clayton D. Riggs
Clerk to Board of Commissioners Chairman, Board of Commissioners



**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

2017-18-BA006
CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
6210	Participation Fees	\$5,000	
Expenses			
106210	Participation Expenses	\$5,000	

This Budget Amendment is made to appropriate funds for Sr. Center & Extension Participation Fees & Expenses.


This will result in no change to the Contingency of the General Fund.

Balance in Contingency \$40,000.00

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 2nd day of October, 2017.



Clerk to Board of Commissioners



Chairman, Board of Commissioners



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Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017

2017-18-BA007
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, 2018.

Section 1. To amend the General Fund as follows:


ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
0010-4500-434016	Vehicle Taxes	\$6,000	
Expenses			
104500-554310	Tax Refunds	\$6,000	

This Budget Amendment is made to appropriate funds for Vehicle Tax Refunds for canceled tags.


This will result in no change to the Contingency of the General Fund.

Balance in Contingency \$40,000.00

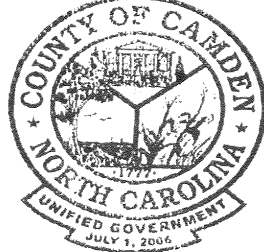
Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 6th day of November, 2017.



Clerk to Board of Commissioners



Chairman, Board of Commissioners



**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

**2017-18-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, 2018.

Section 1. To amend the South Camden Water & Sewer Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
30340750-437300	Tap Fees	\$8300	
23340750-437137	Tap Fees	\$7400	
Expenses			
307500-574000	Capital Outlay	\$8300	
0023	Fund Balance Reserve	\$7400	

This Budget Amendment is made to appropriate funds for installation of sewer service.

This will result in no change to the Contingency of the General Fund.

Balance in Contingency \$40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 6th day of November, 2017.

Karen Davis

Clerk to Board of Commissioners

Clayton D. Riggs

Chairman, Board of Commissioners



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Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

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D. Tax Collection Reports – August/September 2017

**Tax Collection Report
SEPT. 2017**

Day	Amount	Amount	Name of Account	Deposits	Internet
1	2,174.61			2,174.61	
5	25,212.80	25,561.22	\$3.02-Refund / \$1.90-Over	50,774.02	
6	26,103.39		\$619.70 - & \$0.01 - Refunds	26,103.39	
7	18,370.00	13,888.04			
	6,160.69		\$2.00 - Refund	38,418.73	
	21,893.05		\$25.43 - Refund	21,893.05	
8	34,391.58	32,290.78			
	13,088.21		\$313.95 - Refund	79,770.57	
11	8,799.87	8,956.42	\$7.00 - Refund	17,756.29	
	18,665.07			18,665.07	
	16,099.09	18,330.76			
	35,351.60	6,617.79	\$0.30 - Refund	76,399.24	
12	19,737.92		\$43.00 - Refund	19,737.92	
13	19,353.30	11,133.30		30,486.60	
14	28,243.31	28,337.01	\$37.96 - Refund	56,580.32	
15	24,216.87		\$34.09 - Refund	24,216.87	
18	17,852.72	404,981.23			
	429.56		\$23.32 - Refimd	423,263.51	
	17,231.70			17,231.70	
19	22,497.37			22,497.37	
20	31,102.47		\$561.94 & \$0.20 - Refunds	31,102.47	
21	6,407.16				6,407.16
	21,236.21			21,236.21	
22	14,313.07		\$2.57 -Refund	14,313.07	
	674.14				674.14
25	13,353.80			13,353.80	
26	11,508.47	38,406.93	\$41.04 - Refund	49,915.40	
	20,798.22			20,798.22	
27	9,584.82			9,584.82	
28	28,531.11		\$24.11 - Refund	28,531.11	
29	14,771.21			14,771.21	
	5,138.97				5,138.97
	1,842.48			1,842.48	
	\$555,134.84	\$588,503.48		\$1,131,418.05	\$12,220.27
	\$1,143,638.32			\$1,143,638.32	
	\$17.00				
	\$1,739.64	Refund			
	\$1.90	Over			
	\$0.00	Shortage			
		Adjustment			
	\$1,141,896.78				

Submitted by: Angie S. Anderson
 Approved by: Clayton D. Riggs

Date: 10-4-17
 Date: 11-6-17

Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

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CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017

Tax Collection Report
 SEPT. 2017

Day	Amount	Amount	Name of Account	Deposits	Internet
1	2,174.61			2,174.61	
5	25,212.80	25,561.22	\$3.02-Refund / \$1.90-Over	50,774.02	
6	26,103.39		\$619.70 - & \$0.01 - Refunds	26,103.39	
7	18,370.00	13,888.04			
	6,160.69		\$2.00 - Refund	38,418.73	
	21,893.05		\$25.43 - Refund	21,893.05	
8	34,391.58	32,290.78			
	13,088.21		\$313.95 - Refund	79,770.57	
11	8,799.87	8,956.42	\$7.00 - Refund	17,756.29	
	18,665.07			18,665.07	
	16,099.09	18,330.76			
	35,351.60	6,617.79	\$0.30 - Refund	76,399.24	
12	19,737.92		\$43.00 - Refund	19,737.92	
13	19,353.30	11,133.30		30,486.60	
14	28,243.31	28,337.01	\$37.96 - Refund	56,580.32	
15	24,216.87		\$34.09 - Refund	24,216.87	
18	17,852.72	404,981.23			
	429.56		\$23.32 - Refund	423,263.51	
	17,231.70			17,231.70	
19	22,497.37			22,497.37	
20	31,102.47		\$561.94 & \$0.20 - Refunds	31,102.47	
21	6,407.16				6,407.16
	21,236.21			21,236.21	
22	14,313.07		\$2.57 -Refund	14,313.07	
	674.14				674.14
25	13,353.80			13,353.80	
26	11,508.47	38,406.93	\$41.04 - Refund	49,915.40	
	20,798.22			20,798.22	
27	9,584.82			9,584.82	
28	28,531.11		\$24.11 - Refund	28,531.11	
29	14,771.21			14,771.21	
	5,138.97				5,138.97
	1,842.48			1,842.48	
	\$555,134.84	\$588,503.48		\$1,131,418.05	\$12,220.27
	\$1,143,638.32			\$1,143,638.32	
	\$17.00				
	\$1,739.64	Refund			
	\$1.90	Over			
	\$0.00	Shortage			
		Adjustment			
	\$1,141,896.78				

Submitted by: Ann S. Anderson
 Approved by: Clayton D. Riggs

Date: 10-4-17
 Date: 11-6-17

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Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

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E. Pickups, Releases & Refunds

NAME	REASON	NO.
Patsy Rochelle McGee	\$171.33 Turned in plates	Pick-up/20391 26591233
Anthony R. & Misty Vicroy	\$175.00 Code enforcement fee corrected per Dave.Parks	Pick-up/20392 R-96506-16
Craig S. Carey	\$2,539.31 Roll back taxes	Pick-up/20399 R-80520-14 R-87646-15 R-94789-16 R-101999-17
C. L. McPherson Heirs	\$570.24 Value adjustment	Pick-up/20401 R-102861-17
Creative Trim, Inc.	\$131.27 Discovery	Pick-Up/20423 P-11880-14
Creative Trim, Inc.	\$115.53 Discovery	Pick-Up/20424 P-13009-15

Added

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F. Refunds Over \$100

REFUNDS OVER \$100.00

North Carolina Vehicle Tax System																		
NCVTS Pending Refund report																		
Report Date 10/3/2017 10:34:27 AM																		
Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest	Total
CONWAY, DONALD CHADWICK	CONWAY, DONALD CHADWICK		43 CAMDEN CSWY	ELIZABETH CITY, NC 27909	Adjustment >= \$100	0031268230	4D7546	AUTHORIZED	74793572	Refund Generated due to adjustment on Bill #0031268230-2016-2016-0000-00	Military	09/21/2017	9/26/2017 12:49:16 PM	1843	Tax	(\$93.64)	(\$4.68)	(\$98.32)
														1004	Tax	(\$90.19)	(\$4.51)	(\$94.70)
																		\$193.02
JOHNS, APRIL DANIELLE	JOHNS, APRIL DANIELLE		200 MCPHERSON RD	SOUTH MILLS, NC 27976	Adjustment >= \$100	0023656165	AJL5644	AUTHORIZED	74668184	Refund Generated due to adjustment on Bill #0023656165-2014-2014-0000-00	Military	09/18/2017	9/19/2017 8:55:56 AM	1843	Tax	(\$203.90)	\$0.00	(\$203.90)
														1	Tax	(\$3.46)	\$0.00	(\$3.46)
																		\$207.36
JOHNS, APRIL DANIELLE	JOHNS, APRIL DANIELLE		200 MCPHERSON RD	SOUTH MILLS, NC 27976	Adjustment >= \$100	0023656165	BMW2ST	AUTHORIZED	74668182	Refund Generated due to adjustment on Bill #0023656165-2015-2015-0000-00	Military	09/18/2017	9/19/2017 8:55:56 AM	1843	Tax	(\$254.73)	\$0.00	(\$254.73)
														1	Tax	(\$3.75)	\$0.00	(\$3.75)
																		\$258.48
JOHNS, APRIL DANIELLE	JOHNS, APRIL DANIELLE		200 MCPHERSON RD	SOUTH MILLS, NC 27976	Adjustment >= \$100	0023656165	BMW2ST	AUTHORIZED	74668180	Refund Generated due to adjustment on Bill #0023656165-2016-2016-0000-00	Military	09/18/2017	9/19/2017 8:55:56 AM	1843	Tax	(\$214.81)	\$0.00	(\$214.81)
														1	Tax	(\$3.16)	\$0.00	(\$3.16)
																		\$218.00
MC GEE, PATSY ROCHELLE	MC GEE, PATSY ROCHELLE		33 CAMDEN CSWY	ELIZABETH CITY, NC 27909	Proration	0026591233	BAR7566	AUTHORIZED	74995754	Refund Generated due to proration on Bill #0026591233-2016-2016-0000-00	Tag Surrender	09/28/2017	9/29/2017 2:55:12 PM	1843	Tax	(\$87.27)	\$0.00	(\$87.27)
														1004	Tax	(\$84.06)	\$0.00	(\$84.06)
																		\$171.33
WALLS, VITO ALBERT	WALLS, VITO ALBERT	WALLS, SHIRLEY LEONA	120 PIER LN DNG	SOUTH MILLS, NC 27976	Proration	0023563465	CA84372	AUTHORIZED	74735944	Refund Generated due to proration on Bill #0023563465-2016-2016-0000-00	Tag Surrender	09/20/2017	9/21/2017 3:59:23 PM	1843	Tax	(\$112.34)	\$0.00	(\$112.34)
														1	Tax	(\$1.65)	\$0.00	(\$1.65)
																		\$114.00

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Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

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325 **G. Refunds Over \$100**

ACS Tax System 10/25/17 14:00:21		REFUNDS OVER \$100.00	CAMDEN COUNTY	Page 1
		Refunds to be Issued by Finance Office		
Refund\$	Remit To:	Reference:	Drawer/Transaction Info:	
315.00	BAYVIEW LOAN SERVICING JF MORGAN CHASE REFUND	2016 R 01-7080-00-63-9168.0000 overpayment R96506/16	20171016 1 235625	
	TN 32029			
315.00	Total Refunds		***	

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328 **H. DMV Monthly Report – Renewals 1/15/18**
329

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County December Renewals Due 1/15/18

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Administrator and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon personal property of the respective taxpayers in the County of Camden, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell personal property of such taxpayers for and on account thereof, in accordance with the law.

SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
17,036.95	18,682.54	10,532.58	46,252.07

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332 **I. DMV Monthly Report – Renewals 2/15/18**
333

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County January Renewals Due 2/15/18

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Administrator and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon personal property of the respective taxpayers in the County of Camden, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell personal property of such taxpayers for and on account thereof, in accordance with the law.

SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
21,256.30	20,434.06	10,651.78	52,342.14

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Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

339 J. School Budget Amendments

Budget Amendment

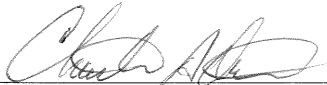
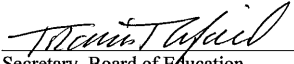
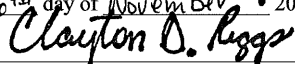
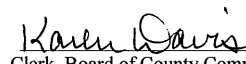
Camden County Schools Administrative Unit

Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 12th day of October, 2017 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2018.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	216.00	
5300	Alternative Instructional Prog.	301.00	
6400	Technology Support Services		517.00
Explanation:			
Total Appropriation in Current Budget		\$	457,420.00
Amount of Increase/Decrease of Above Amendment			.00
Total Appropriation in Current Amended Budget		\$	457,420.00

<p>Passed by majority vote of the Board of Education of Camden County on the 12th day of October 2017.</p> <p> Chairman, Board of Education</p> <p> Secretary, Board of Education</p>	<p>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, this <u>6th</u> day of <u>November</u>, 2017.</p> <p> Chairman, Board of County Commissioners</p> <p> Clerk, Board of County Commissioners</p>
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Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017

BUDGET AMENDMENT
 October 12, 2017

8. Other Local Current Expense Fund

- A. We have reviewed this area of the budget and find that we must transfer funds to cover benefits and technical support within this program area. We request your approval of the following amendment.

After School Program

7100.701.184	Longevity Pay	\$ +	200.00
7100.701.311	Contracted Services	-	300.00
7100.701.319	Other Tech & Professional Services	+	433.00
7100.701.333	Field Trips	-	120.00
7100.701.411	Instructional Supplies	-	<u>213.00</u>

Total – After School Program \$ + .00

- B. We have must transfer funds into this program area to cover the cost of EC teacher benefits. We request your approval of the following amendment.

Children with Special Needs

5350.849.211	Emp Soc Sec Costs	\$ +	93.00
5350.849.221	Emp Retirement Costs	+	<u>208.00</u>

Total – Children with Special Needs \$ + 301.00

- C. We have reviewed this area of the budget and must transfer funds within the program area and also to cover benefits within another program in the budget. We request your approval of the following amendment.

Computer Tech

5110.905.411	Supplies & Materials	\$ +	15.00
5110.905.462	Pur of Non-Cap Comp Hdwe	+	201.00
6400.905.343	Telecommunication Services	-	<u>517.00</u>

Total – Computer Tech \$ - 301.00

Passed by majority vote of the Board of Education of Camden County on the 12th day of October, 2017.


 Chairman, Board of Education


 Secretary, Board of Education

**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

Budget Amendment

Camden County Schools Administrative Unit


Local Current Expense Fund

The Camden County Board of Education at a meeting on the 12th day of October, 2017 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2018.

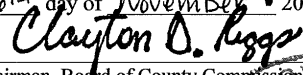
Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		1,315.00
5400	School Building Administration	2,497.00	
5500	Co-Curricular Programs	2,070.00	
5800	Alternative Programs		2,665.00
6100	Regular Inst. Program Support	900.00	
6300	Alt. Instruction Program Support		788.00
6500	Operational Support Services		699.00
Explanation:			
	Total Appropriation in Current Budget	\$ 2,815,470.00	
	Amount of Increase/Decrease of Above Amendment		.00
	Total Appropriation in Current Amended Budget	\$ 2,815,470.00	

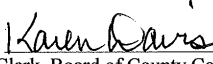
Passed by majority vote of the Board of Education of Camden County on the 12th day of October 2017.


Chairman, Board of Education


Secretary, Board of Education

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, this 6th day of November, 2017.


Chairman, Board of County Commissioners


Clerk, Board of County Commissioners



Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017

BUDGET AMENDMENT
October 12, 2017

2. Local Current Expense Fund

- A. We have reviewed this area of the budget and must transfer funds to cover the cost of textbooks. We request your approval of the following amendment.

<u>Classroom Support</u>			
5110.842.162	Substitute Pay	\$ -	<u>524.00</u>
Total – Classroom Support		\$ -	524.00

- B. We have reviewed this area of the budget and must increase the budget to reflect the expenditure of funds received from students for textbook damages. We are transferring funds from another budgeted area to cover. We request your approval of the following amendment.

<u>Textbook Damages</u>			
5110.843.413	Other Textbooks	\$ +	<u>524.00</u>
Total – Textbook Damages		\$ +	524.00

- C. We must increase this budgeted program to cover the costs for batting cage needs at CMS. We have funds in a different area of the budget that we are able to transfer into this program. We request your approval of the following amendment.

<u>Athletics</u>			
5500.850.411	Supplies & Materials	\$ +	640.00
5500.850.461	Pur of Non-Cap Equipment		<u>+ 1,430.00</u>
Total – Athletics		\$ +	2,070.00

- D. We have reviewed this program area and find that we must transfer funds to cover other areas of the budget. We planned to cover the cost of purchasing AED machines and were able to find them at a lesser price so this allows us to cover these expenses. We request your approval of the following amendment.

<u>School Health</u>			
5840.855.221	Emp Retirement Costs	\$ +	25.00
5840.855.231	Emp Hosp Ins Costs		+ 969.00
5840.855.312	Workshop Expenses		- 300.00
5840.855.326	Contracted Repair & Mtce- Equip		+ 138.00
5840.855.411	Supplies & Materials		- 347.00

CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017

BUDGET AMENDMENT
 Local Current Expense Fund
 October 12, 2017, Page 2

5840.855.461	Pur of Non-Cap Equipment	-	2,555.00
Total – School Health		\$ -	2,070.00

E. We have reviewed this program area and find that we must transfer funds to cover expenses. We request your approval of the following amendment.

<u>Office of Superintendent</u>			
6940.865.311	Contracted Services	\$ -	15,752.00
6940.865.319	Other Professional & Tech Services	+	15,752.00
Total – Office of Superintendent		\$ +	.00

F. We have reviewed this program area and find that we must transfer funds to cover expenses within this area. We request your approval of the following amendment.

<u>Other Employee Benefits</u>			
5110.910.233	Workers Comp Insurance	\$ -	900.00
6110.910.233	Workers Comp Insurance	+	900.00
Total – Other Employee Benefits		\$ +	.00

G. We have reviewed this area of the budget and must transfer funds to cover expenses within the program area and adjust the budget to reflect a change in account codes at the state level this year. We request your approval of the following amendment.

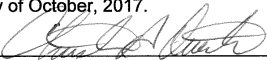
<u>Additional Pay</u>			
5110.911.180	Bonus Pay	\$ -	215.00
5110.911.188	Short Term Disability Pay	-	200.00
5210.911.221	Emp Retirement Costs	-	33.00
5210.911.231	Emp Hosp Ins Costs	+	33.00
5400.911.181	Supplementary Pay	-	31,780.00
5400.911.211	Emp Soc Sec Costs	-	2,548.00
5400.911.221	Emp Retirement Costs	-	5,521.00
5400.911.231	Emp Hosp Ins Costs	-	1,582.00
5410.911.181	Supplementary Pay	+	26,998.00
5410.911.211	Emp Soc Sec Costs	+	2,066.00
5410.911.221	Emp Retirement Costs	+	4,625.00
5410.911.231	Emp Hosp Ins Costs	+	55.00
5420.911.181	Supplementary Pay	+	8,118.00

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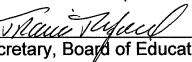
BUDGET AMENDMENT
 Local Current Expense Fund
 October 12, 2017, Page 3

5420.911.211	Emp Soc Sec Costs	+	622.00
5420.911.221	Emp Retirement Costs	+	1,391.00
5420.911.231	Emp Hosp Ins Costs	+	53.00
5840.911.180	Bonus Pay	-	595.00
6300.911.180	Bonus Pay	-	788.00
6540.911.180	Bonus Pay	-	137.00
6540.911.184	Longevity Pay	+	1,123.00
6540.911.211	Emp Soc Sec Costs	+	75.00
6540.911.221	Emp Retirement Costs	+	193.00
6580.911.180	Bonus Pay	-	1,953.00
Total – Additional Pay		\$ +	.00

Passed by majority vote of the Board of Education of Camden County on the 12th day of October, 2017.



 Chairman, Board of Education



 Secretary, Board of Education

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Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

Budget Amendment

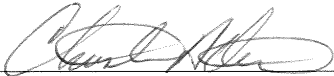
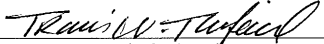
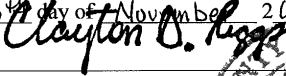
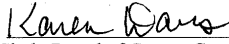
Camden County Schools Administrative Unit

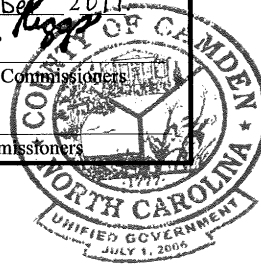
Capital Outlay Fund

The Camden County Board of Education at a meeting on the 12th day of October, 2017, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2018.

Code Number	Description of Code	Amount	
		Increase	Decrease
9100	Category I Projects	9,500.00	
Explanation:			
	Total Appropriation in Current Budget	\$	337,117.10
	Amount of Increase / (Decrease) of Above Amendment		+ 9,500.00
	Total Appropriation in Current Amended Budget	\$	346,617.10

<p>Passed by majority vote of the Board of Education of Camden County Schools on the 12th day of October 2017.</p> <p> Chairman, Board of Education</p> <p> Secretary, Board of Education</p>	<p>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 in the minutes of said Board, this <u>6th</u> day of <u>November</u>, 2017.</p> <p> Chairman, Board of County Commissioners</p> <p> Clerk, Board of County Commissioners</p>
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Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017

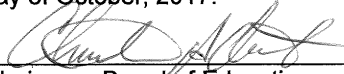
BUDGET AMENDMENT
 October 12, 2017

4. Capital Outlay Fund

- A. We must adjust our budget to reflect funds moved from fund balance to cover the cost of replacing the CMS gymnasium floor. We request your approval of the following amendment.

<u>Category I Projects</u>			
9112.077.529	Painting & Floor Coverings	\$ +	<u>9,500.00</u>
Total – Category I Projects		\$ +	9,500.00
4910.077	Fund Balance Appropriated	\$ -	9,500.00

Passed by majority vote of the Board of Education of Camden County on the 12th day of October, 2017.



 Chairman, Board of Education



 Secretary, Board of Education

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Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

Budget Amendment

Camden County Schools Administrative Unit

Child Nutrition Fund

The Camden County Board of Education at a meeting on the 12th day of October 2017 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2018.

Code Number	Description of Code	Amount	
		Increase	Decrease
7200	Child Nutrition Services		.00
Explanation:			
	Total Appropriation in Current Budget	\$	668,188.00
	Amount of Increase/(Decrease) of		
	Above Amendment		.00
	Total Appropriation in Current Amended		
	Budget		668,188.00

Passed by majority vote of the Board of Education of Camden County Schools on the 12th day of October 2017.

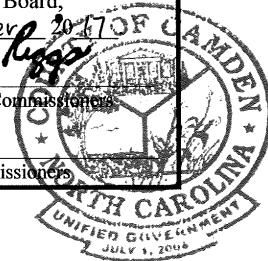
[Signature]
Chairman, Board of Education

[Signature]
Secretary, Board of Education

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 in the minutes of said Board, this 6th day of November, 2017.

[Signature]
Chairman, Board of County Commissioners

[Signature]
Clerk, Board of County Commissioners



Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

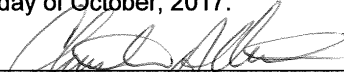
**BUDGET AMENDMENT
October 12, 2017**

5. Child Nutrition Fund

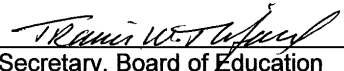
A. We have reviewed our budget and find that we must transfer funds to cover substitutes, workshop participants and memberships. We request your approval of the following amendment.

<u>Child Nutrition</u>			
7200.035.361	Membership Dues & Fees	\$ +	141.00
7200.035.165	Substitute Pay	+ 5,000.00	
7200.035.196	Salary - Workshop Participants	+ 2,000.00	
7200.035.176	Salary – CN Workers	\$ -	<u>7,141.00</u>
Total – Child Nutrition		\$ +	0.00
		=====	

Passed by majority vote of the Board of Education of Camden County on the 12th day of October, 2017.



Chairman, Board of Education



Secretary, Board of Education

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K. Surplus Property Request – Sheriff’s Department

Item	Disposal Method	Suggested Value	Reason for Surplus
Generator	GovDeals	\$100	No longer useful to department
Life Preserver Vest	GovDeals	\$100	No longer useful to department
Cell Phone	GovDeals	\$100	No longer useful to department
Climber’s Set	GovDeals	\$100	No longer useful to department
Generator	GovDeals	\$100	No longer useful to department
Fire Extinguisher	GovDeals	\$100	No longer useful to department
Office Chairs	GovDeals	\$100	No longer useful to department
90W Gear Oil	GovDeals	\$100	No longer useful to department
Fuel Tank Cleaner	GovDeals	\$100	No longer useful to department
Radar	GovDeals	\$50	No longer useful to department
Strobe Lights	GovDeals	\$50	No longer useful to department
HP Printer	GovDeals	\$50	No longer useful to department
Strobe Control Boxes	GovDeals	\$150	No longer useful to department

Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)

CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017

Item	Disposal Method	Suggested Value	Reason for Surplus
2013 Dodge Charger	GovDeals	\$1500	Removing from fleet
Motorola Data Radio (Lot)	GovDeals	\$150	No longer useful to department
Shotgun Locks	GovDeals	\$25	No longer useful to department
Watch Guard In-Car Camera	GovDeals	\$500	Costly to repair
Emergency Vehicle Bar Light	GovDeals	\$100	No longer useful to department
License Plate Brackets	GovDeals	\$25	No longer useful to department
In-Car Camera	GovDeals	\$150	No longer useful to department
Motorola Maratrac UHF 2-Way Radio	GovDeals	\$150	No longer useful to department

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Motion to approve the Consent Agenda as presented.

356 **RESULT:** PASSED [UNANIMOUS]
357 **MOVER:** Randy Krainiak, Commissioner
358 **AYES:** Meiggs, White, Krainiak, Munro
359 **ABSENT:** Riggs

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ITEM 9. COMMISSIONERS' REPORTS

None.

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ITEM 10. COUNTY MANAGER'S REPORT

Interim Manager Stephanie Humphries presented the following:

- 368 • Veteran's Day Ceremony to be held Friday, November 10th at the Courthouse.
369 Commissioner Munro will be the featured speaker. Ceremony will be recorded for access
370 on the county's cable access channel.
- 371 • School Grant – County was awarded approximately \$2.2 million. Adequate Public
372 Facilities Committee will meet to discuss next steps as far as planning for the new school.
- 373 • Life is great in Camden County.

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ITEM 11. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES

The following items were provided to the commissioners for information purposes.

- 378 A. Library Statistics – August/September 2017
- 379 B. Sales & Use Tax Revenue Report
- 380 C. Register of Deeds – September 2017 Report
- 381 D. Community Advisory Committee – Visitation Report

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**CAMDEN COUNTY BOARD OF COMMISSIONERS
NOVEMBER 6, 2017**

384 **ITEM 12. OTHER MATTERS**

385
386 None.

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388 **ADJOURN**

389 There being no further matters for discussion the meeting was adjourned at 7:52 PM.

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393 _____
394 Tom White, Vice Chairman
395 Camden County Board of Commissioners

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397 ATTEST:

398
399 _____
400 Karen Davis
401 Clerk to the Board

Attachment: bocminutes_110617 (1875 : BOC Minutes - November 6, 2017)



CAMDENCOUNTY

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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 11.B
Meeting Date: December 04, 2017

Submitted By: Stephanie Humphries, Finance Director
Finance
Prepared by: Stephanie Humphries

Item Title **System Development Fee Analysis Proposal**

Attachments: Raftelis Camden_Co_Engagement_Letter_20171121
(PDF)

Summary: Request for approval to contract with vendor to perform System Development Fee Analysis as required by recent changes to law.

Recommendation: Approval to contract with vendor for services



November 21, 2017

Stephanie M. Humphries, MBA, CLGFO
Interim County Manager & Finance Officer
Camden County
PO Box 190, Camden NC 27921

Subject: Engagement Letter – Camden County System Development Fee Study

Dear Ms. Humphries:

Raftelis Financial Consultants, Inc. (“Raftelis”) is pleased to submit this engagement letter to Camden County (County) to perform a water and sewer system development fee study. The new North Carolina House Bill 436 (HB 436) is prompting the County to review its water and sewer system development fees and ensure the fees comply with HB 436. Raftelis is providing this engagement letter to the County to provide assistance with developing cost-justified water and sewer system development fees using methodologies consistent with the methodology described in HB 436.

Project Scope

Based on HB 436, one of three methodologies may be used for calculating impact fees: the System Buy-In Approach, Marginal Incremental Approach, or a Combined Approach.

The Buy-In Methodology is most appropriate in cases where the existing system assets provide extra capacity to provide service to new customers. This approach calculates a fee based upon the proportional cost of each user’s share of existing plant capacity. The cost of the facilities is based on fixed assets records and usually includes escalation of the depreciated value of those assets to current dollars. All core assets that provide benefit to the general transmission/collection and treatment systems are typically included, such as water and wastewater treatment plants, water reservoirs (storage tanks), major water transmission mains and wastewater interceptors, and pump/lift stations.

The Incremental Cost (or Marginal Cost) Methodology focuses on the cost of adding additional facilities to serve new customers. It is most appropriate in a situation where existing facilities do not have available capacity to provide service to new customers, and the cost for new capacity can be tied to an approved capital improvement plan (CIP), or where additional capacity is currently being added and costs can be tied to an on-going construction program.

The Combined Cost approach is used in cases where the existing assets provide some capacity to accommodate new customers, but where the CIP also identifies significant capital investment to add additional infrastructure to address future growth and capacity needs.

To calculate the water and sewer system development fees for the County, Raftelis will perform the following tasks:

Attachment: Raftelis Camden_Co_Engagement_Letter_20171121 (1883 : System Development Fee Analysis Proposal)

TASK 1: Project Management and Administration

This task provides for consistent and competent project oversight to ensure all objectives of the study are met efficiently and on schedule.

TASK 2: Data Collection and Review

Raftelis will prepare a detailed data request list that will identify the information needed to complete the study. Examples of data may include current detailed fixed asset information, the current and approved capital improvement plan, existing debt service, capacity in existing or proposed facilities, etc.

Task 3: Data Analysis and Model Development

Raftelis will develop a model which will provide the functionality to determine the cost basis for the water and sewer system development fees, determine the water and sewer capacity supported by the cost basis, and ultimately determine a cost per gallon per day for capacity in core assets. This cost of capacity per gallon per day will be multiplied by the amount of capacity needed to serve each customer, which becomes the basis for the utility's system development fees. The system development fee can be assessed in various ways. For example, one common approach is to scale the system development fee by meter size using demand ratios established by the American Water Works Association. Once all objectives are completed through Task 3, Raftelis will conduct a Webinar to discuss preliminary results. This will give County staff the opportunity to react to, and provide insight on the preliminary results prior to the completion of the study. Raftelis will then make any modifications and finalize the calculation of system development fees.

Task 4: Preparation of Letter Report

Raftelis will document the study's process and findings in a letter report. County staff will be provided an opportunity to review the report prior to it being made final.

Project Staffing and Fees

The project will be staffed by the same personnel who are providing assistance to several other NC communities regarding water and sewer system development fee studies. I will serve as the Project Manager for this project and will be assisted by staff consultants to develop the model.

We propose to complete the scope of work outlined above for fees and expenses not-to-exceed \$18,000. These fees are based on approximately 96 hours of consultant time. These fees reflect the due diligence efforts to ensure the system development fees comply with HB 436. They also reflect the inclusion of a webinar to discuss the preliminary results and a final presentation of our report via webinar to County staff. If you would prefer we present our final report in person, we can do so for an additional not-to-exceed amount of \$2,500.

It is our practice to bill monthly for fees and expenses as they are incurred during a project. Total fees and expenses will be limited to the not-to-exceed amount unless specific approval for an adjustment in scope is received from the County. If actual hours incurred are less than the estimated hours in the work plan, then these savings will be passed on to you.


If you agree with the requested fees and expenses documented in this letter, please have a designated representative of the County sign in the space below, and return one copy for our files.

Should you have any questions, please do not hesitate to contact me at (919) 780-9151 or Melissa Levin at (704) 936-4441.

Very truly yours,
RAFTELIS FINANCIAL CONSULTANTS, INC.



Keith Readling, PE
Executive Vice President



Melissa Levin
Senior Manager

We accept the terms of this Engagement Letter: (please select from the two options for service immediately below and sign and return one original).

Options for Service - Choose One

Base scope only (\$18,000 not to exceed): _____

Base scope plus in-person presentation of final report (\$20,500 not to exceed): _____

_____	_____
Signature	Date
_____	_____
Title	Name of authorized agent

Attachment: Raftelis Camden_Co_Engagement_Letter_20171121 (1883 : System Development Fee Analysis Proposal)



CAMDENCOUNTY

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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 11.C
Meeting Date: December 04, 2017

Submitted By: Stephanie Humphries, Finance Director
Finance
Prepared by: Stephanie Humphries

Item Title **17-18 Budget Amendment**

Attachments: 17-18-BA009 Capacity Fee Analysis (DOC)

Summary: BA009 South Camden Water & Sewer Capacity Fee Analysis

Recommendation: Approve request

2017-18-BA009
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, 2018.

Section 1. To amend the South Camden Water & Sewer Capacity Fee Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
23399710-439900	Fund Balance	\$6,000	
23399720-439900	Fund Balance	\$6,000	
23399750-439900	Fund Balance	\$6,000	
Expenses			
237100-545000	Contracted Services	\$6,000	
237200-545000	Contracted Services	\$6,000	
237500-545000	Contracted Services	\$6,000	

This Budget Amendment is made to appropriate funds for required analysis.

This will result in no change to the Contingency of the General Fund.

Balance in Contingency \$40,000.00

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 4th day of December, 2017.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

Attachment: 17-18-BA009 Capacity Fee Analysis (1884 : 17-18 Budget Amendment)



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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 11.D
Meeting Date: December 04, 2017

Submitted By: Karen Davis, Clerk to the Board
 Schools
 Prepared by: Karen Davis

Item Title **School Budget Amendment**

Attachments: School Budget Amendment (PDF)

Summary:
 School Budget Amendment
Recommendation:
 Review and Approve

Budget Amendment

Camden County Schools Administrative Unit


Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 9th day of November, 2017 passed the following resolution.

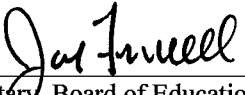
Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2018.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	19.00	
6400	Technology Support Services	588.00	
6600	Financial & Human Res. Services		607.00
Explanation:			
	Total Appropriation in Current Budget	\$	457,420.00
	Amount of Increase/Decrease of Above Amendment		.00
	Total Appropriation in Current Amended Budget	\$	457,420.00

Passed by majority vote of the Board of Education of Camden County on the 9th day of November 2017.



 Chairman, Board of Education



 Secretary, Board of Education

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, this ____ day of _____ 20__.

 Chairman, Board of County Commissioners

 Clerk, Board of County Commissioners

Attachment: School Budget Amendment (1881 : School Budget Amendment)

BUDGET AMENDMENT
November 9, 2017

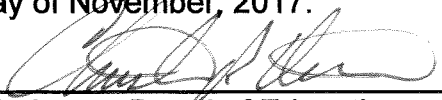
8. Other Local Current Expense Fund

A. We have reviewed this area of the budget and must transfer funds within the program area to meet the needs in the budget. We request your approval of the following amendment.


Computer Tech

5110.905.462	Pur of Non-Cap Comp Hdwe	\$	+	19.00
6400.905.332	Travel		+	500.00
6400.905.422	Repair Parts & Materials		+	88.00
6610.905.311	Contracted Services		-	<u>607.00</u>
Total – Computer Tech		\$	-	.00

Passed by majority vote of the Board of Education of Camden County on the 9th day of November, 2017.



Chairman, Board of Education



Secretary, Board of Education

Attachment: School Budget Amendment (1881 : School Budget Amendment)



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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 11.E
Meeting Date: December 04, 2017

Submitted By: Lisa Anderson, Tax Administrator
Taxes
Prepared by: Karen Davis

Item Title Tax Collection Report - October 2017

Attachments: Tax Collection Report (PDF)

Summary:
Tax Collection Report - October 2017

Recommendation:
Review and Approve



CAMDENCOUNTY

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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 11.F
Meeting Date: December 04, 2017

Submitted By: Lisa Anderson, Tax Administrator
Taxes
Prepared by: Karen Davis

Item Title **Pickups, Releases & Refunds**

Attachments: Pickups, Releases and Refunds (PDF)

Summary:
Pickups, Releases & Refunds

Recommendation:
Review and approve.

NAME	REASON	TYPE NO.
Nelson Davila	\$200.00 Code Enforcement Fee	Pick-Up/20447 R-94927-16
Nelson Davila	\$140.00 Code Enforcement Fee	Pick-Up/20448 R-94927-16
Anthony R. & Mistey C. Vicroy	\$315.00 Code Enforcement Fee	Pick-Up/20449 R-95606-16

Attachment: Pickups, Releases and Refunds (1892 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20447

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: () OVERCHARGED () DOUBLE LISTING
() LATE LISTING () OTHER Code enforce

YEAR 2016 TOWNSHIP SM

NAME Nelson Davila (26350)

ADDRESS ~~#903 Magical Ln.~~ 109 Otters Pl

~~Kissimmee, FL 34744~~ South Mills, NC 27971

PIN # B01-7080-00-53-8650-0000

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____			<u>200.00</u>	<u>200.00</u>	<u>R9492</u>

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

Levi Smith
TAX ADMINISTRATOR Specialist

APPROVED _____ DAY OF _____ 20____

CHAIRMAN OF COMMISSIONERS

Attachment: Pickups, Releases and Refunds (1892 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20448

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: () OVERCHARGED () DOUBLE LISTING
() LATE LISTING (✓) OTHER Code enforcemer

YEAR 2016 TOWNSHIP SM

NAME Nelson Davila (26350)

ADDRESS 109 Otters Pl.

South Mills, NC 27976

PIN # R01-7080-00-53-8650-0000

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____			<u>140.00</u>	<u>140.00</u>	<u>R9492</u>

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

Jeri Smith
TAX ADMINISTRATOR Specialist

APPROVED _____ DAY OF _____ 20____

CHAIRMAN OF COMMISSIONERS

Attachment: Pickups, Releases and Refunds (1892 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20449

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: () OVERCHARGED () DOUBLE LISTING
() LATE LISTING (✓) OTHER Code enforcement

YEAR 2016 TOWNSHIP SM
NAME Anthony R. & Mistey C. Vicroy (30893)
ADDRESS 130 Long Pine Rd.
South Mills, NC 27976
PIN # R 01-7080-00-63-9168-0000

RELEASE

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal					
Real					
Total					

PICK UP

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal					
Real					
Total			315.00	315.00	R96501

ADJUSTMENT/REFUND

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal					
Real					
Total					

Levi Smith
TAX ADMINISTRATOR Specialist

APPROVED _____ DAY OF _____ 20____

CHAIRMAN OF COMMISSIONERS

Attachment: Pickups, Releases and Refunds (1892 : Pickups, Releases & Refunds)



CAMDENCOUNTY

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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 11.G
Meeting Date: December 04, 2017

Submitted By: Tony Perry, Sheriff
Sheriff
Prepared by: Karen Davis

Item Title **Surplus Property Request**

Attachments: Surplus Property Request (PDF)

Summary:
Surplus Property Request
Recommendation:
Review and approve.

Surplus Property Request

Requested by: Sheriff Perry

Sell Dispose

Department: Sheriff's Office LESO Program

Item: 1989 Dump truck

Disposal Method: GovDeals

Suggested Value: \$500.00

Reason for surplus: No longer useful

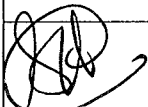


Item Description
 1989 International 4600 , 4x2 , Vin # 1HTSAZPM3LH244656
 mileage 30,995

Manager Approval

Disposal Method:

Value:

Comments: 

Board Approval

Approved/Denied:

Date:

Final Disposition Date:

Method:

Amount:

Purchased by:

Attachment: Surplus Property Request (1880 : Surplus Property Request)



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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 11.H
Meeting Date: December 04, 2017
Submitted By: Dave Parks, Permit Officer
 Planning & Zoning
 Prepared by: Karen Davis

Item Title **Set Public Hearing for UDO 2017-10-01 SUP Camden Solar LLC**

Attachments: Agenda Summary SUP Camden Solar (DOC)
 Camden Solar SUP (PDF)
 08270A - C201 Site Plan 2017-10-09 s (PDF)
 08270A - C301 Drainage 2017-10-13 s (PDF)

Summary:

Camden Solar LLC has applied for a Special Use Permit application for a 20MW AC solar farm located at the intersections of South Highway 343 and Sand Hills Road. The application went to the Planning Board on November 15, 2017 and after discussion with applicant, staff and input from the public made a motion to recommend approval of the Special Use Permit (UDO 2017-10-01) with the conditions as listed in staff's findings of facts on a 7-0 vote.

Recommendation:

Set Public Hearing for Monday, January 8, 2018.

Camden County Board of Commissioners AGENDA ITEM SUMMARY SHEET

MOTION MADE BY:	
C. Riggs	_____
T. White	_____
G. Meiggs	_____
R. Krainiak	_____
R. Munro	_____
NO MOTION	_____
VOTE:	
C. Riggs	_____
T. White	_____
G. Meiggs	_____
R. Krainiak	_____
R. Munro	_____
ABSENT	_____
RECUSED	_____

Item Number:

Meeting Date: December 4, 2017
Attachments: SUP Findings of Facts with supporting documents
Submitted By: Planning Department

ITEM TITLE: Set Public Hearing – Special Use Permit
 Application (UDO 2017-10-01) Camden Solar
 LLC (SUNENERGY1) - for a 20MW AC
 Solar Farm

SUMMARY:

Camden Solar LLC has applied for a Special Use Permit application for a 20MW AC solar farm located at the intersections of South Highway 343 and Sand Hills Road. The application went to the Planning Board on November 15, 2017 and after discussion with applicant, staff and input from the public made a motion to recommend approval of the Special Use Permit (UDO 2017-10-01) with the conditions as listed in staff’s findings of facts on a 7-0 vote.

RECOMMENDATION:

Set Public Hearing for Monday, January 8, 2018.

Attachment: Agenda Summary SUP Camden Solar (1879 : Set Public Hearing for UDO 2017-10-01 SUP Camden Solar LLC)

STAFF FINDINGS OF FACTS
SPECIAL USE PERMIT
UDO-2017-10-01
CAMDEN SOLAR LLC

PROJECT INFORMATION

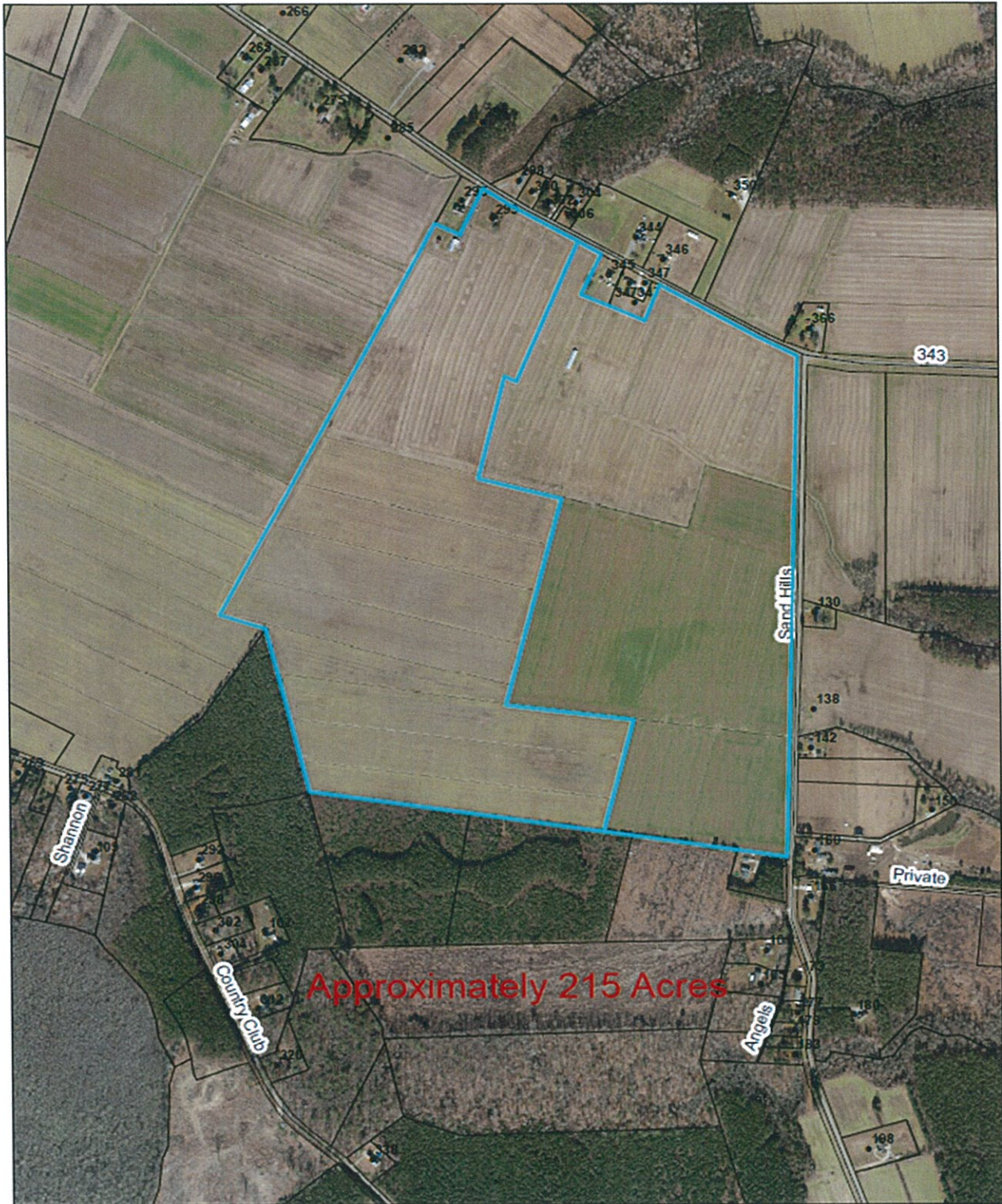
File Reference: UDO 2017-10-01
Project Name; Camden Solar, LLC
PIN: 02-8944-00-02-2843
 02-8944-00-12-6886
Applicant: CAMDEN SOLAR, LLC
Address: 2035 Sunset Lake Rd
 Newark, DE 19702
Phone: (303) 202-3600
Email:
Agent for Applicant: Jared Schoch, Heath
 McLaughlin, Mark Pearson
Phone:
Email:
Current Owner of Record: James L. Cartwright,
 Douglas Cartwright, and Martha Jackson
Meeting Dates: Planning Board – 11/15/17

7/19/2017 **Planning Board**
Application Received: 6/7/17
By: David Parks, Permit Officer
Application Fee paid: \$400
Completeness of Application: Application is generally complete
Documents received upon filing of application or otherwise included:
 A. Land Use/Development Application
 B. Camden Solar Site Plan
 C. Project Summary Letter
 D. Documentation of all requirements from NC State Utilities Commission
 E. Technical Review comments
 F. Drainage Plan (approved by County Engineer)

REQUEST: Construction of a 20 MW AC Solar Facility. Camden County Code Article 151.334 Table of Permissible Uses (Use # 17.400); Specific Standards – Article 151.347(V).

Attachment: Camden Solar SUP (1879 : Set Public Hearing for UDO 2017-10-01 SUP Camden Solar LLC)

Vicinity Map:



Attachment: Camden Solar SUP (1879 : Set Public Hearing for UDO 2017-10-01 SUP Camden Solar LLC)

PROJECT LOCATION:

Street Address: Two parcels at South Highway 343 and Sand Hills Road
Location Description: Courthouse Township

SITE DATA

Lot size: Two parcels - approximately 215 acres in size
Flood Zone: X/AE
Zoning District(s): Basic Residential (R3-2)
Existing Land Uses: Farmland

Adjacent Zoning & Uses:

	North	South	East	West
Zoning	R3-2	R3-2	GUD	R3-2
Use & size	Farmland	Farmland – Some Residential	Farmland – Some Residential	Woodland - One residential

Proposed Use(s): 20MW AC Solar Facility

Description of property:

Property is active farmland

ENVIRONMENTAL ASSESSMENT

Streams, Creeks, Major Ditches: Mill Dam Creek to the South.

Distance & description of nearest outfall: ½ mile to Mill Dam Creek

INFRASTRUCTURE

10” water line along 343 and a 4” line on Sand Hills Road.

Traffic: During construction phase there will be increased traffic along Highway 343 and Sand Hills.

1. Utilities:

- A. Does the application include a letter or certificate from the District Health Department regarding septic tanks?** Applicant requesting use of portable toilet during construction phase.
- B. Does the applicant propose the use of public sewage systems?** No
- C. Does the applicant propose the use of public water systems?** No.
- D. Distance from existing public water supply system:** Adjacent to property on Highway 343 and Sand Hills Road.

Attachment: Camden Solar SUP (1879 : Set Public Hearing for UDO 2017-10-01 SUP Camden Solar LLC)

- E. Is the area within a five-year proposal for the provision of public water? Existing
- F. Is the area within a five-year proposal for the provision of public sewage? No

2. Landscaping

- A. Is any buffer required? Yes. Indicated on site plan.
- B. Is any landscaping described in application: Yes. Indicated on site plan

3. Findings Regarding Additional Requirements:

Yes No

Endangering the public health and safety?

Staffs opinion is that application does not appear to endanger the public health and safety.

Yes No

Injure the value of adjoining or abutting property.

Without any evidence to the contrary - staffs opinion is that application does not appear to injure the value of adjoining or abutting property.

Yes No

Harmony with the area in which it is located.

Property zoned for proposed use. Comprehensive Plan Future Land Use Map has property identified as Rural Residential.

EXCEED PUBLIC FACILITIES:

Yes No

Schools: Proposed development will not impact schools.

Yes No

Fire and rescue: Request training after completed.

Yes No

Law Enforcement: Request training after completed.

Attachment: Camden Solar SUP (1879 : Set Public Hearing for UDO 2017-10-01 SUP Camden Solar LLC)

At their November 15, 2017 meeting Planning Board recommended approval of the Special Use Permit for Camden Solar, LLC with the following conditions:

1. The applicant must strictly abide by all requirements of the Unified Development Ordinance of Camden County, North Carolina, and must also strictly comply with all other local, state, and federal ordinances, laws, rules and regulations as one or more ordinances, laws, rules and regulations may apply to this development.
2. The applicant shall complete the development strictly in accordance with the approved plans contained in the file titled UDO 2017-10-01.
3. There shall be no land disturbing activity until County receives approved DENR E & S Control Plan and Stormwater Permit.
4. Applicant shall provide Camden County Planning Office proof of the continuous operation annually (no later than January 30th) or upon request of the county which shall not be unreasonable in the form a letter from the facility owner stating the facility has been operational during the previous year.
5. Upon completion of the installation of the solar farm, Camden Solar LLC shall provide training to Fire Marshall, South Camden Volunteer Fire Department and Sheriff's Office personnel as to the potential risks involved in case of an emergency inside the facility.
6. Applicant shall provide the Sheriff's Office with a key or combination to the entrance into the facility in case of an emergency. Sheriff's office shall contact owner prior to entry to ensure all power has been secured.
7. Hours of operations during construction phase shall be Monday – Saturday, dawn to dusk.
8. Hours of operations shall be posted at the entrance to the facility during the construction phase.
9. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this approval in its entirety shall be void and have no effect.



Land Use/Development Application
County of Camden, North Carolina

Depending upon the type of proposal, the proposal may require a Zoning Permit, Conditional Use Permit, or Special Use Permit. This form is used as the start of the application process. All applicants must submit a site plan (see "Minimum Site Plan Requirements") and a valid Health Department permit. Applicants for a Conditional Use Permit or Special Use Permit should review the "Requirements for Conditional Use Permit and Special Use Permit Applications".

Applicants for a subdivision must submit this form as their Special Use Permit application.

Please consult the Planning Office, (252) 338-1919, with any questions about your application.

Office Use Only	
PIN:	02-8944-00-02-2843
	02-8944-00-12-6886
UDO#	2017-10-01
Date Received:	10 / 2 / 17
Received by:	PP
Zoning District:	R3-2
Fee Paid \$	400. ⁰⁰ / _x
Please Do Not Write In This Box	

PA CK H
1200
CP

PLEASE PRINT OR TYPE

Applicant's Name: CAMDEN SOLAR, LLC

If the Applicant is acting as agent for another person (the "principal"), please give that person's name on the line below and submit a copy of the agency agreement / letter with this Application.

Jared Schoch, Managing Member - (303) 913-2478

Applicant's Mailing Address: 2035 Sunset Lake Road, Suite B-2
Newark, Delaware 19702

Daytime Phone Number Heath McLaughlin - (321) 202-3600

Street Address Location of Property: (299 & 345) NC Hwy 343 S, Camden, NC 27921

General Description Of Proposal Special Use Permit Application for Solar Farm

I swear or affirm that the foregoing information and all attachments hereto (now or subsequently provided as part of this application) are true and correct to the best of my knowledge.

Signed: Jared Schoch

Dated: September 5, 2017

Flood Zone? X
 A
 AE
 AEFW

Located in Watershed Protection Area? Yes
 No

Taxes Paid? Yes
 No

Attachment: Camden Solar SUP (1879) : Set Public Hearing for UDO 2017-10-01 SUP Camden Solar LLC

Application for Special Use Permit Request

CAMDEN SOLAR, LLC

Owner's Authorization for Agent

NOTE: IF THE APPLICANT REQUESTING DEVELOPMENT APPROVALS OR PERMITS FOR A PARTICULAR PIECE OF PROPERTY IS NOT THE ACTUAL OWNER OF THE PROPERTY, THE ACTUAL OWNER MUST COMPLETE THIS FORM. IF THE PERSON WHO IS REQUESTING THE APPLICATION IS THE OWNER, PLEASE DISREGARD THIS FORM.

James & Ann Cartwright - 919 Selby Road
I am (We are) the owner(s) of the property located at Elizabeth City, NC 27909

I (WE) HEREBY AUTHORIZE Camden Solar, LLC TO ACT ON MY/OUR BEHALF to appear with my consent before the Camden County Board of Commissioners and Planning Board in order to request approval(s) for development and/or use of those lands described within the attached application, and as described in the attached deed or other such proof of ownership as may be required, or other action pursuant to one or more of the following:

- [] Rezoning Request
[] Conditional Use District Rezoning
[] Zoning Variance
Parcel 028944000228430000
[] Administrative Appeal
[x] Special Use Permit
[] Non-Zoning Variance

I authorize you to advertise and present this matter in my name as the owner of the property. If there are any questions, you may contact me at address 919 Selby Road, Elizabeth City, NC 27909 or by telephone at (252) 331-5130 .

BY: [Signature]
Signature of Owner
James Cartwright (252) 331-5130
Print Name Telephone Number
[Signature] Ann Cartwright
Signature of Owner Telephone Number
Ann Cartwright
Print Name Telephone Number

Sworn to and subscribed before me, this the 25th day of October, 2017.
Notary Public Jennifer Stallings County of Pasquotank
State of North Carolina
My commission expires: 10/14/22



Attachment: Camden Solar SUP (1879 : Set Public Hearing for UDO 2017-10-01 SUP Camden Solar LLC)

Zoning Variance

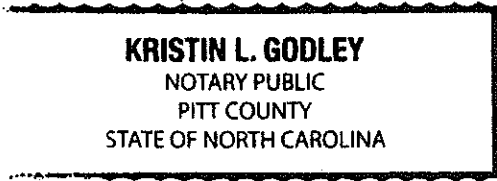
Conditional Use District

I authorize you to advertise and present this matter in my name as the owner of the property. If there are any questions, you may contact me at address 360 Cooper Street, Winterville NC 28590 or by telephone at (252) 756-6697.

BY: Martha Jackson
 Signature of Owner
Martha Jackson (252) 756-6697
 Print Name Telephone Number

Douglas Jackson
 Signature of Owner
Douglas Jackson
 Print Name Telephone Number

Sworn to and subscribed before me, this the 18th day of October, 2017.
 Notary Public Kristin L. Godley County of Pitt
 State of NC
 My commission expires: June 23, 2019



Application for Use Permit Request
 CAMDEN SOLAR, LLC
 Owner's Authorization for Agent

NOTE: IF THE APPLICANT REQUESTING DEVELOPMENT APPROVALS OR PERMITS FOR A PARTICULAR PIECE OF PROPERTY IS NOT THE ACTUAL OWNER OF THE PROPERTY, THE ACTUAL OWNER MUST COMPLETE THIS FORM. IF THE PERSON WHO IS REQUESTING THE APPLICATION IS THE OWNER, PLEASE DISREGARD THIS FORM.

James & Ann Cartwright - 919 Selby Road
 I am (We are) the owner(s) of the property located at Elizabeth City, NC 27909.

I (WE) HEREBY AUTHORIZE Camden Solar, LLC TO ACT ON MY/OUR BEHALF to appear with my consent before the _____ County Board of Commissioners and Planning Board in order to request approval(s) for development and/or use of those lands described within the attached application, and as described in the attached deed or other such proof of ownership as may be required, or other action pursuant to one or more of the following:

- | | |
|--|--|
| <input type="checkbox"/> Rezoning Request | <input type="checkbox"/> Administrative Appeal |
| <input type="checkbox"/> Conditional Use District Rezoning | <input checked="" type="checkbox"/> Use Permit |
| <input type="checkbox"/> Zoning Variance | <input type="checkbox"/> Non-Zoning Variance |
- Parcel 028944000228430000

I authorize you to advertise and present this matter in my name as the owner of the property. If there are any questions, you may contact me at address 919 Selby Road, Elizabeth City, NC 27909 or

Attachment: Camden Solar SUP (1879 : Set Public Hearing for UDO 2017-10-01 SUP Camden Solar LLC)

Application for Special Use Permit Request

CAMDEN SOLAR, LLC

Owner's Authorization for Agent

NOTE: IF THE APPLICANT REQUESTING DEVELOPMENT APPROVALS OR PERMITS FOR A PARTICULAR PIECE OF PROPERTY IS NOT THE ACTUAL OWNER OF THE PROPERTY, THE ACTUAL OWNER MUST COMPLETE THIS FORM. IF THE PERSON WHO IS REQUESTING THE APPLICATION IS THE OWNER, PLEASE DISREGARD THIS FORM.

Douglas & Kathryn Cartwright - 347 South Highway 343
I am (We are) the owner(s) of the property located at Camden, NC 27921

I (WE) HEREBY AUTHORIZE Camden Solar, LLC TO ACT ON MY/OUR BEHALF to appear with my consent before the Camden County Board of Commissioners and Planning Board in order to request approval(s) for development and/or use of those lands described within the attached application, and as described in the attached deed or other such proof of ownership as may be required, or other action pursuant to one or more of the following:

- [] Rezoning Request [] Administrative Appeal
[] Conditional Use District Rezoning [X] Special Use Permit
[] Zoning Variance [] Non-Zoning Variance

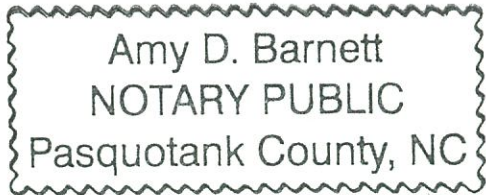
I authorize you to advertise and present this matter in my name as the owner of the property. If there are any questions, you may contact me at address 347 South Highway 343, Camden NC 27921 or by telephone at (252) 335-2027.

BY: Douglas Cartwright
Signature of Owner
Douglas Cartwright (252) 335-2027

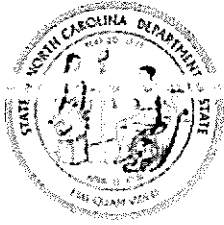
Print Name Telephone Number
Kathryn Cartwright Same as above
Signature of Owner
Kathryn Cartwright
Print Name Telephone Number

Sworn to and subscribed before me, this the 12th day of October, 2017.
Notary Public Amy D. Barnett County of Camden
State of North Carolina
My commission expires: Oct 17, 2017

Amy D. Barnett
Notary Signature



Attachment: Camden Solar SUP (1879 : Set Public Hearing for UDO 2017-10-01 SUP Camden Solar LLC)



Elaine F. Marshall
Secretary

North Carolina
**DEPARTMENT OF THE
SECRETARY OF STATE**

PO Box 29622 Raleigh, NC 27626-0622 (919)814-5400

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[Print a Pre-Populated Annual Report form](#)

Corporate Names

Legal: CAMDEN SOLAR LLC

Limited Liability Company Information

SosId: 1630822
Status: Current-Active
Annual Report Status: Current
Citizenship: Foreign
Date Formed: 10/13/2017
Fiscal Month: January
State of Incorporation: DE
Registered Agent: NC Corporate Connection, Inc.

Corporate Addresses

Reg Office: 176 Mine Lake Court, Ste. 100
Raleigh, NC 27615
Reg Mailing: 176 Mine Lake Court, Ste. 100
Raleigh, NC 27615

Company Officials

All LLCs are managed by their managers pursuant to N.C.G.S. 57D-3-20.

Attachment: Camden Solar SUP (1879 : Set Public Hearing for UDO 2017-10-01 SUP Camden Solar LLC)

STATE OF NORTH CAROLINA
UTILITIES COMMISSION
RALEIGH

DOCKET NO. SP-8831, SUB 0

BEFORE THE NORTH CAROLINA UTILITIES COMMISSION

In the Matter of		
Application of Camden Solar, LLC, for a)	
Certificate of Public Convenience and)	ORDER ISSUING CERTIFICATE
Necessity to Construct a 20-MW Solar)	
Facility in Camden County, North Carolina)	

BY THE COMMISSION: On December 16, 2016, Camden Solar, LLC (Applicant), filed an application seeking a certificate of public convenience and necessity pursuant to G.S. 62-110.1(a) for construction of a 20-MW_{AC} solar generating facility to be located at the southwest corner of the intersection of NC Highway 343 South and Sand Hills Road (Route 1132), Camden, Camden County, North Carolina. The Applicant plans to sell the electricity to Dominion Energy North Carolina (DENC).

Contemporaneously with the application, the Applicant filed a registration statement for a new renewable energy facility. The registration statement included certified attestations that: (1) the facility is in substantial compliance with all federal and state laws, regulations, and rules for the protection of the environment and conservation of natural resources; (2) the facility will be operated as a new renewable energy facility; (3) the Applicant will not remarket or otherwise resell any renewable energy certificates sold to an electric power supplier to comply with G.S. 62-133.8; and (4) the Applicant will consent to the auditing of its books and records by the Public Staff insofar as those records relate to transactions with North Carolina electric power suppliers.

On January 4, 2017, the Commission issued an Order Requiring Publication of Notice.

On February 17, 2017, the State Clearinghouse filed comments. Because of the nature of the comments, the cover letter indicated that no further State Clearinghouse review action by the Commission was required for compliance with the North Carolina Environmental Policy Act.

On March 17, 2017, the Applicant filed a certificate of service stating that a copy of the Application and the related public notice were provided to DENC on January 18, 2017.

Also on March 17, 2017, the Applicant filed an affidavit of publication from the Daily Advance (Elizabeth City, North Carolina) stating that the publication of notice was completed on February 11, 2017. No complaints have been received.

Attachment: Camden Solar SUP (1879 : Set Public Hearing for UDO 2017-10-01 SUP Camden Solar LLC)

On May 25, 2017, the Applicant filed a letter stating that it intends to use the North Carolina Renewable Energy Tracking System to track RECs or use a tracking system in another state that participates in PJM Interconnection, LLC.

On July 17, 2017, the Applicant withdrew its registration statement.

The Public Staff presented this matter to the Commission at its Regular Staff Conference on July 31, 2017. The Public Staff stated that it had reviewed the application and determined it to be in compliance with the requirements of G.S. 62-110.1(a) and Commission Rule R8-64.

After careful consideration, the Commission finds good cause to approve the application and issue the attached certificate for the proposed solar photovoltaic electric generating facility.

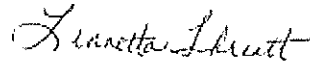
IT IS, THEREFORE, ORDERED as follows:

1. That the application of Camden Solar, LLC, for a certificate of public convenience and necessity shall be, and is hereby, approved;
2. That Appendix A shall constitute the certificate of public convenience and necessity issued to Camden Solar, LLC, for the 20-MW_{AC} solar generating facility to be located at the southwest corner of the intersection of NC Highway 343 South and Sand Hills Road (Route 1132), Camden, Camden County, North Carolina; and
3. That withdrawal of the registration statement is hereby accepted.

ISSUED BY ORDER OF THE COMMISSION.

This the 1st day of August, 2017.

NORTH CAROLINA UTILITIES COMMISSION



Linnetta Threatt, Acting Deputy Clerk

Chairman Edward S. Finley, Jr., and Commissioner Daniel G. Clodfelter did not participate in this decision.

APPENDIX A

STATE OF NORTH CAROLINA
 UTILITIES COMMISSION
 RALEIGH

DOCKET NO. SP-8831, SUB 0

Camden Solar, LLC
 7131 Gateway Court
 Manassas, Virginia 20109

is hereby issued this

CERTIFICATE OF PUBLIC CONVENIENCE AND NECESSITY
 PURSUANT TO G.S. 62-110.1

for a 20-MW_{AC} solar photovoltaic electric generating facility

located

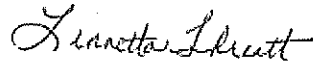
at the southwest corner of the intersection of NC Highway 343 South and
 Sand Hills Road (Route 1132), Camden, Camden County, North Carolina,

subject to all orders, rules, regulations and conditions
 as are now or may hereafter be lawfully made
 by the North Carolina Utilities Commission.

ISSUED BY ORDER OF THE COMMISSION.

This the 1st day of August, 2017.

NORTH CAROLINA UTILITIES COMMISSION



Linnetta Threatt, Acting Deputy Clerk

CAMDEN SOLAR, LLC

Special Use Permit Application Camden County, NC

Project Overview:

Camden Solar, LLC is the Applicant for a 20 mega-watt solar farm proposed for construction on two farm parcels zoned Residential 3-2 and currently in use for agricultural crop harvesting. In aggregate the two farm parcels under lease option represent approximately +/- 219 acres in total size. The eastern parcel is approx. +/- 108 acres and is owned by Douglas V. Cartwright and Martha C. Jackson identified by PIN #: 028944001268860000 with 911 address (345 Hwy 343 South) near the intersection of Hwy 343 South and Sand Hills Road. The adjacent parcel to the west represents approx. +/- 111 acres and is owned by James L. Cartwright and identified by PIN #: 028944000228430000 with 911 address (299 Hwy 343 South).

The 20 mega-watt (AC) solar power facility is designed to operate as a ground-mount solar photovoltaic system utilizing a single-axis tracker rack or fixed-tilt racking and piling system optimized for clean energy power generation during daylight hours. Depending on final solar module procurement with a target name plate output of 340 Watts per panel, the projected number of solar photovoltaic modules would be approximately 82,500. For the purpose of security a 6' high chain link fence with 1' of three strand barbed wire would encircle the solar photovoltaic system and site access would be limited during construction and system operations and maintenance on site.

All construction materials and equipment will meet federal, state, and county code requirements and electrical power generation equipment will be UL certified. The two parcels identified will also be surveyed for environmental conditions and any major improvements approved by NC DEQ and US Army Corp. of Engineers as required prior to start of construction. In addition to site development, construction, and operations, the Applicant is committed to satisfy and adhere to Camden County UDO Ordinance No. 2017-05-01 and UDO Amendment Ordinance 2017-07-03 as approved by the Board of Commissioners with specific standards adopted to control and regulate solar farm construction and operation in Camden County, North Carolina.

CHAPTER 151 UNIFIED DEVELOPMENT

§ 151.310 GENERAL.

Site plans shall be required from applicants prior to issuance of any permit (building, zoning, conditional use permit, floodplain development permit, special use permit, variance) by the county.

- **20 Mega-Watt Camden Solar, LLC - Site Plan enclosed:**
 - **See Albemarle & Associates Exhibits: A, B, & C**



Camden Solar, LLC Decommissioning Plan

Introduction

Camden County Ordinance No 2017-07-03 Chapter 151 contains decommissioning obligations for solar projects. The Applicant/Owner shall have 12 months to complete decommissioning of the solar facility if no electricity is generated for a continuous period of 12 months (not including delay resulting from force majeure). This facility decommissioning plan outlines the process and major activities required to decommission the facility in compliance with the Camden County Ordinance.

Decommissioning process and major activities

Camden Solar, LLC shall be responsible for the solar project decommissioning. At the solar facility end of useful life, or as required by Camden County ordinances, Camden Solar, LLC will obtain the necessary permits and secure an appropriately licensed contractor to decommission the facility. Decommissioning will include the major activities below in compliance with Camden County requirements:

- 1.1 Removal of solar panels, buildings, cabling, electrical components, roads, and any other associated facilities down to 36 inches below grade. ✓
- 1.2 Disturbed earth shall be graded and re-seeded, unless the landowner requests in writing that the access roads or other land surface areas not be restored. ✓
- 1.3 Description of any agreement (e.g. lease) with landowner regarding decommissioning and acknowledgement by land owner, land owner may be held ultimately responsible for decommissioning.
- 1.4 List the type of panels and material specifications being utilized at the site. Material specifications will be provided with Construction Plan prior to start of construction
- 1.5 The identification of the party currently responsible for decommissioning.
- 1.6 Prior to issuance of the Building Permit, approved decommissioning plan obligation shall be recorded in the Camden County Registry of Deeds and shall run with the land until decommissioning is completed.

An appropriately licensed contractor will be secured for decommissioning activities. Erosion and sediment control best management practices shall be installed as required by the authority having jurisdiction. The facility shall be de-energized and disconnected from the grid in coordination with the interconnecting utility. System components shall be disassembled and removed in the appropriate procedure to maintain personnel safety as solar panels remain energized when exposed to sun light. Fencing shall be maintained until the end of decommissioning for security and safety. Materials shall be staged on site and removed from the site by the appropriately licensed contractors as necessary. All materials shall be taken to or disposed of by approved recyclers in compliance with all local, state, or federal regulations.



Recycled and Salvaged materials

The vast majority of system components consists of recyclable materials. Solar panels have a thirty to fifty-year useful life and may be re-used or resold for other projects. Where solar panel manufacturers offer recycling programs, the solar panels shall be disposed removed in coordination with the manufacturers program. Solar panels consist mainly of glass, silicone, and aluminum and may be recycled if dysfunctional or no manufacturer program exists.

Trackers and foundation steel, copper and aluminum conductors, and all other respective recyclable materials will be recycled by an approved recycler.

Inverter stations, combiner boxes, foundation concrete and other miscellaneous materials may not be recycled or may not have disposal programs in place. Any hazardous or non-recyclable materials will be disposed of by appropriately licensed contractors in compliance with local, state, and federal rules and regulations.

Site restoration

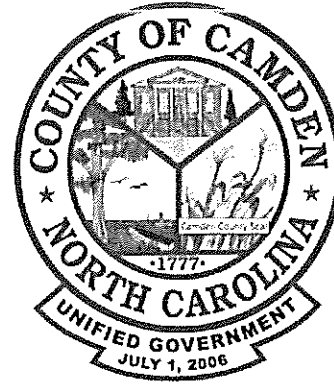
The site shall be restored in compliance with Camden County ordinances and the site lease. Coordination with the land owner may require some site improvements to remain, as outlined in the county ordinances. All other improvements will be removed and the site will be restored and re-seeded in compliance with Camden County ordinances.

Schedule

The decommissioning process in its entirety is expected to take 6 – 12 months maximum. Approximately 3 – 6 months will be spent planning, securing the necessary permits, identifying recycling facilities and appropriate disposal facilities for non-recyclable materials, and contracting with the appropriately licensed contractors. Activities on site are expected to take 3 – 6 months maximum.

Memorandum

To: Dan Porter, Planning Director
 From: Greg Johnson, Drainage Engineer
 Date: October 15, 2017
 Re: Camden Solar
 Plan and Calculations Review



I received a drainage submittal package from Mike Morway with Albemarle & Associates dated October 13, 2017. This is a revised submittal based upon a phone conversation with Mr. Morway on Oct 9. I also inspected the site on Oct 7 and photographs taken then are attached. The boundary of the project extends to the natural ridge line. The upstream end of ditches begins at the edge of the project and flow toward Sand Hill Road and Highway 343. I have little concern about increases in the design stormwater elevation because of the ridge. Additionally, Mr. Morway demonstrated that the probable runoff from the project will decrease because the existing crop field has a SCS curve number of 85 and the proposed condition will emulate meadow/grassland with a curve number of 71. This reduction also complies with the County criteria to reduce the curve number by 4 after development.

Mr. Morway provided a hydraulic analysis of the proposed culverts on the project. The proposed culverts are under maintenance roads throughout the project. His calculations show a reasonable flow rate based upon SCS peak flow rate calculation methods. These flow rates are coordinated with NCDOT which proposes to upgrade road culverts under Sand Hill Road. There is some hydraulic loss through the culverts but because of the proposed culvert sizes the loss is minor, a couple of tenths of a foot of loss. This is a reasonable loss, nothing excessive.

Based upon the review and the factors cited I recommend that the project be accepted with a condition. I ask that the culvert lengths be noted on the plans. If you have any questions concerning these comments, please call me.

Respectively submitted

C. Gregory Johnson, P.E.
 (757) 353-8695
 3536 W. Coral Key
 Virginia Beach, VA 23452-4404

Dave Parks

From: Kirk Jennings <kirkjennings@centurylink.net>
Sent: Thursday, October 19, 2017 8:37 PM
To: Dave Parks
Subject: Re: Proposed Solar Farm

Dave

Just like with the other solar farms, the only thing that we ask is for a brief training on the facility so we know how to respond in the event of an emergency situation.

Thanks
Kirk

Sent from my iPhone

On Oct 18, 2017, at 4:15 PM, Dave Parks <dparks@camdencountync.gov> wrote:

Attached is the proposed site plan for a 20 MW Solar Farm (approximately 200 acres) located at South 343 and Sand Hills Road. Please provide any inputs as soon as possible.

Sincerely,

David Parks, CFM
Permit Officer
Camden County

<08270A - C201 Site Plan 2017-10-09 s.pdf>

Attachment: Camden Solar SUP (1879 : Set Public Hearing for UDO 2017-10-01 SUP Camden Solar LLC)

Dave Parks

From: Chris Carver <ccarver@cityofec.com>
Sent: Monday, October 23, 2017 11:29 AM
To: Dave Parks
Subject: Re: Proposed Solar Farm

Dave,

I don't see any issues with this site.

*Chris Carver
Deputy Chief of Administration/Fire Marshal
Elizabeth City Fire Department
PO Box 347
Elizabeth City, NC 27907
252-338-3913 Office
252-340-0343 Cell*

On Wed, Oct 18, 2017 at 4:15 PM, Dave Parks <dparks@camdencountync.gov> wrote:

Attached is the proposed site plan for a 20 MW Solar Farm (approximately 200 acres) located at South 343 and Sand Hills Road. Please provide any inputs as soon as possible.

Sincerely,

David Parks, CFM

Permit Officer

Camden County

Attachment: Camden Solar SUP (1879 : Set Public Hearing for UDO 2017-10-01 SUP Camden Solar LLC)

Dave Parks

From: Tony Perry <tperry@camdencountync.gov>
Sent: Friday, October 20, 2017 3:00 PM
To: 'Dave Parks'
Subject: RE: Proposed Solar Farm

No comments.

Sheriff Tony Perry

Camden County Sheriff's Office
 PO Box 57, 117 North NC343,
 Camden, NC 27921
 Office: 252-338-5046
 Fax: 252-335-4300

"The only thing necessary for the triumph of evil is for good men to do nothing."
 Edmund Burke

From: Dave Parks [<mailto:dparks@camdencountync.gov>]
Sent: Wednesday, October 18, 2017 4:16 PM
To: 'Tony Perry'; ccarver@cityofec.com; kirkjennings@centurylink.net
Cc: Dan Porter
Subject: Proposed Solar Farm

Attached is the proposed site plan for a 20 MW Solar Farm (approximately 200 acres) located at South 343 and Sand Hills Road. Please provide any inputs as soon as possible.

Sincerely,

David Parks, CFM
 Permit Officer
 Camden County

Attachment: Camden Solar SUP (1879 : Set Public Hearing for UDO 2017-10-01 SUP Camden Solar LLC)



Table with 3 columns: NO., DATE, DESCRIPTION. Row 1: 1, 08/18/2017, SITE PLAN. Row 2: 2, 08/29/2017, PERMISSIVE COMMENTS.

SITE PLAN CAMDEN SOLAR, LLC NC 343 AND SAND HILLS ROAD NORTH CAROLINA CAMDEN COUNTY COURTHOUSE TOWNSHIP CAMDEN

Table with 2 columns: DATE, SURVEYED, DESIGNED, DRAWN, CHECKED, FILE. Row 1: 08/18/2017, SEE NOTES, MJM, KCA, MJM, 08270A. Below table: SCALE: 1"=200', PROJ. NO. 08270A

FINAL DRAWING NOT FOR CONSTRUCTION

NC GRID NAD 83

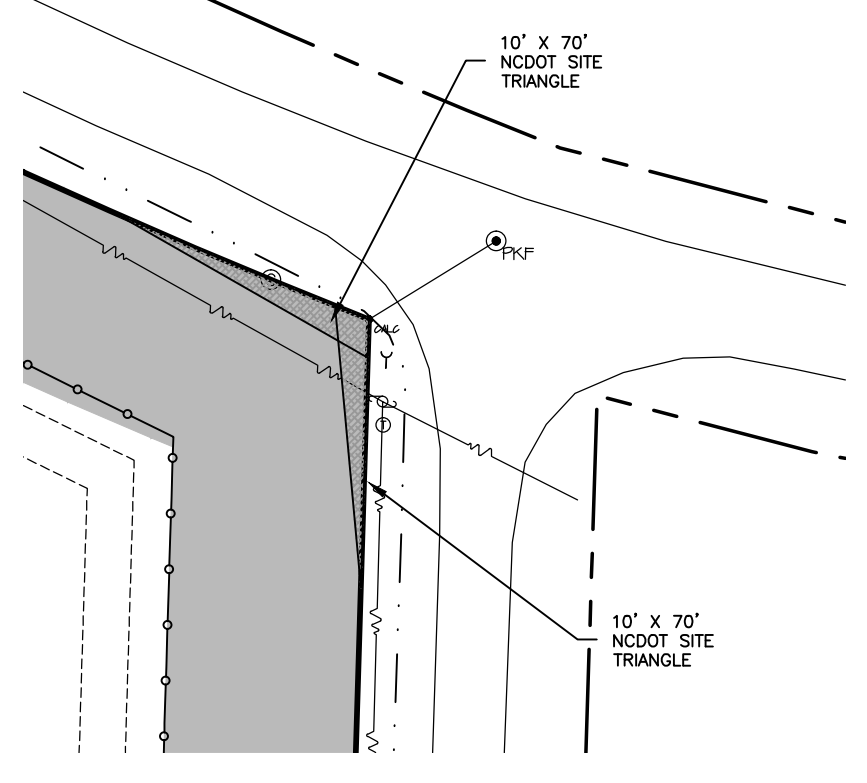


VICINITY MAP

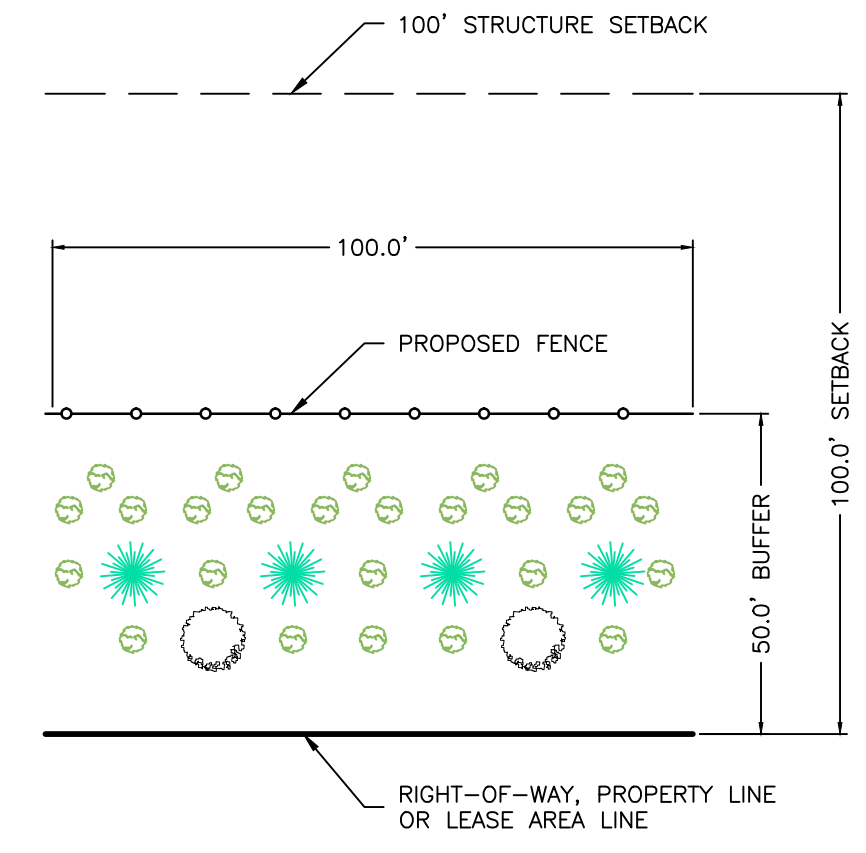


Know what's below. Call before you dig.

- SITE NOTES: 1. OWNERS: JAMES L. CARTWRIGHT, 919 SELBY ROAD, ELIZABETH CITY, NC 27909. DOUGLAS V. CARTWRIGHT AND MARTHA C. JACKSON, 347 NC 343 SOUTH, CAMDEN, NC 27921. DEVELOPER: CAMDEN SOLAR, LLC, 2035 SUNSET LAKE ROAD, SUITE B-2, NEWARK, DE 19702. 2. CAMDEN SOLAR, LLC INTENDS TO OPERATE THIS 217.90 ACRE SOLAR ENERGY FARM IN CAMDEN COUNTY... 3. THE BOUNDARY, TOPOGRAPHIC INFORMATION AND FLOOD PLAIN BOUNDARIES HAVE BEEN PROVIDED BY J.H. MILLER LAND SURVEYING... 4. LEASE AREA 1 - 4,824,362.0 SF (110.752 ACRES) PART OF PIN 028944000228430000. LEASE AREA 2 - 4,667,397.5 SF (107.148 ACRES) PART OF PIN 028944001268860000. 5. ALL CONSTRUCTION DEBRIS AND EROSION SHALL BE REMOVED FROM DITCHES AND DRAINAGE WAYS... 6. SUPPORT COLUMN LOCATIONS SHALL MAINTAIN 3.5' OUTSIDE FROM THE TOP OF DITCH BANK. 7. UPON COMPLETION OF SECTIONS OF INSTALLATION OF SOLAR PANEL ARRAYS, THE SITE SHALL BE PERMANENTLY VEGETATED. 8. COVERAGE: AREA OF SITE 9,491,759.5 SF (217.90 ACRES). GRAVEL ACCESS ROAD ±141,840 SF (±11,820 LF). INVERTER PADS ± 7,500 SF. ±149,340 SF (1.57%).



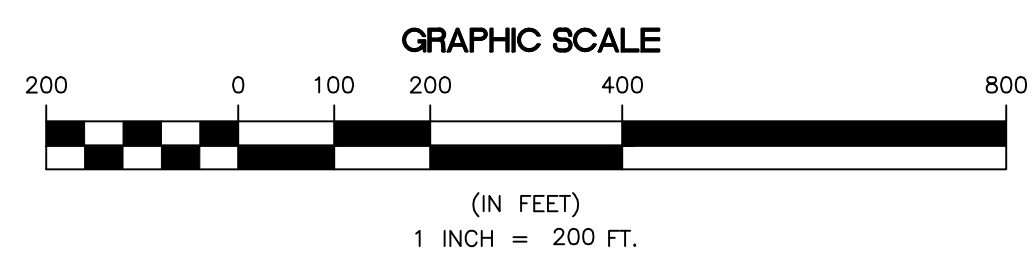
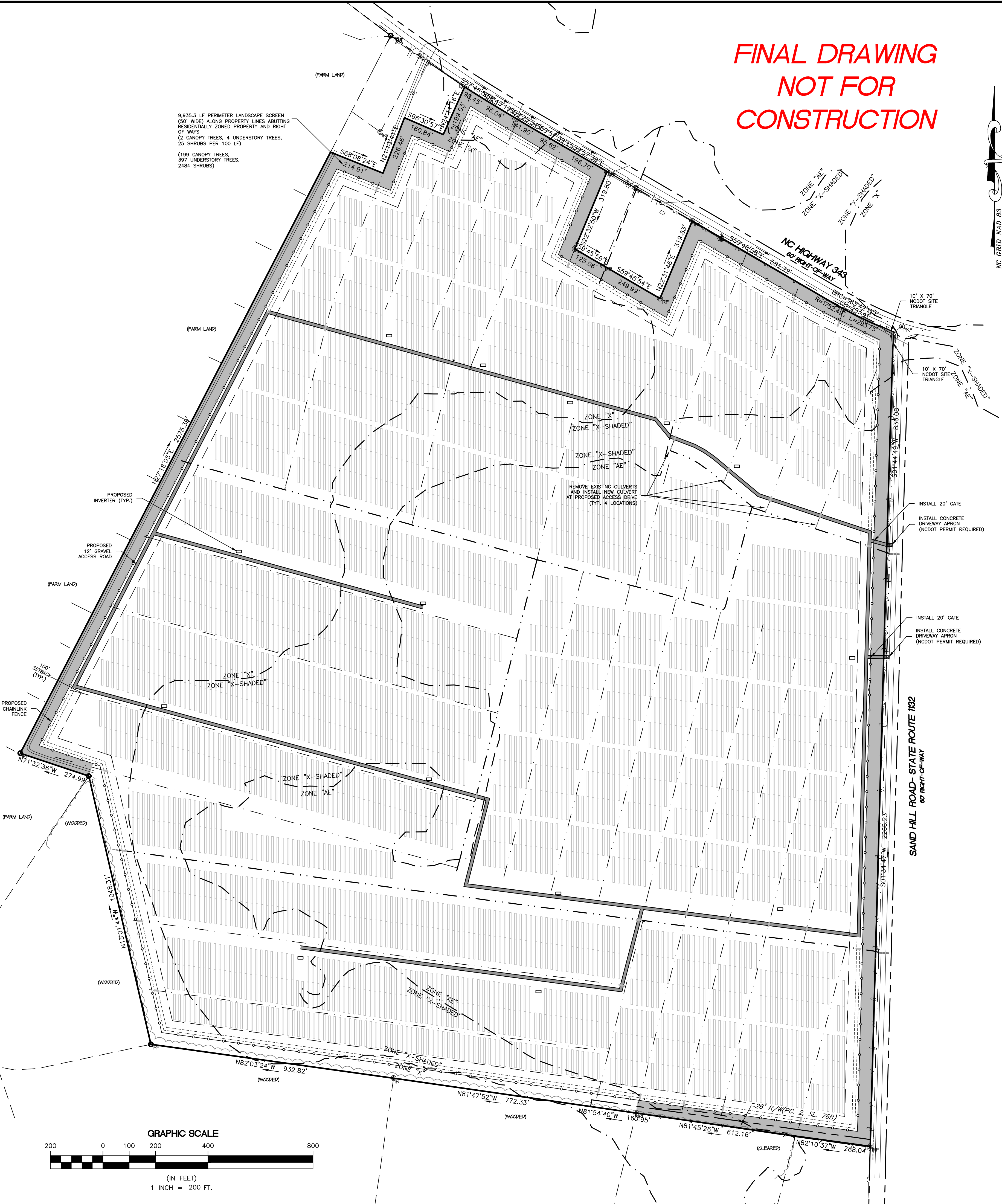
NCDOT SITE TRIANGLE INSET SCALE: 1" = 50'



BUFFER DETAIL

LEGEND

- FOUND IRON REBAR, FOUND IRON PIPE, FOUND NAIL, CALCULATED POINT, UTILITY POLE, WATER METER, COMMUNICATION PEDESTAL, FIRE HYDRANT W/WATER VALVE, UNDERGROUND CABLE MARKER, PROPERTY LINE / LEASE AREA LINE, RIGHT-OF-WAY LINE, ADJACENT PROPERTY LINES, FLOOD PLAIN BOUNDARY, OVERHEAD WIRE, CENTER EX. DITCH, CENTER EX. BLUE LINE DITCH, WIRE FENCE, EDGE OF ASPHALT PAVEMENT, ELEVATION CONTOUR LINE, PROPOSED 12' GRAVEL ROAD, PROPOSED 12' GRASSED ROAD, PROPOSED PANELS, 100' SETBACK LINE, PROPOSED SECURITY FENCE, PROPOSED 50' BUFFER, PROPOSED CULVERT.

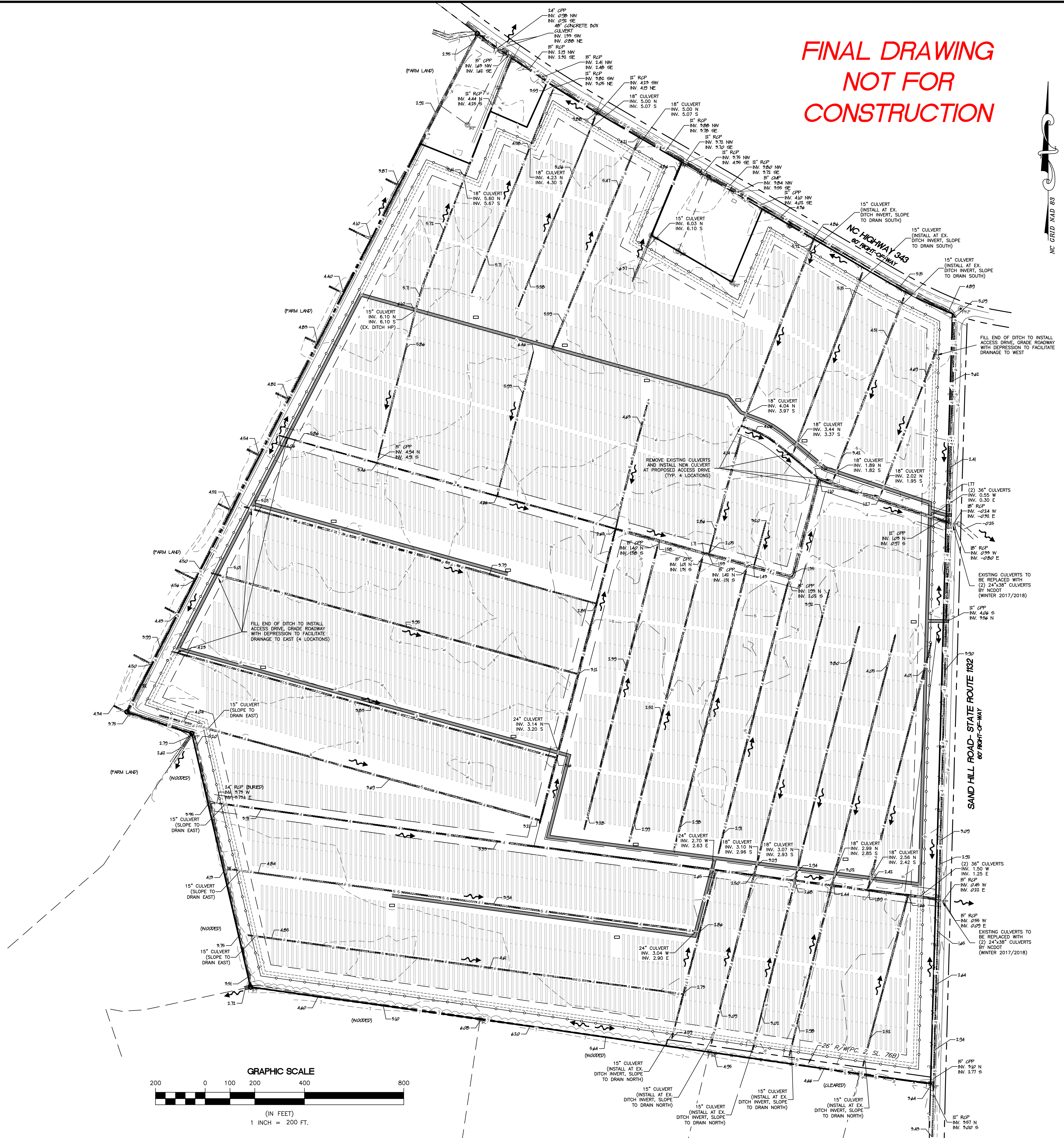


DRAINAGE NOTES:

1. PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL CONTACT NC ONE CALL (800-632-4949) TO LOCATE UNDERGROUND UTILITIES.
2. ALL STORM SEWERS SHALL BE PLACED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS. CULVERTS SHALL BE SMOOTH INTERIOR, DOUBLE WALLED HDPE WITH GASKETED CONNECTIONS UNLESS OTHERWISE NOTED. CULVERTS SHALL BE 20' IN LENGTH AND HAVE A MINIMUM OF 12" OF COVER. SLIGHT MOUNDING OF DRIVEWAY MAY BE REQUIRED AT SOME LOCATIONS.
3. DRAINAGE STRUCTURES SHALL BE CONSTRUCTED PER NCDOT 840.
4. INSTALLATION OF STORMWATER MANAGEMENT MEASURES SHALL BE IN ACCORDANCE WITH THIS PLAN AND REQUIREMENTS STIPULATED BY THE DIVISION OF WATER QUALITY STORMWATER PERMIT.

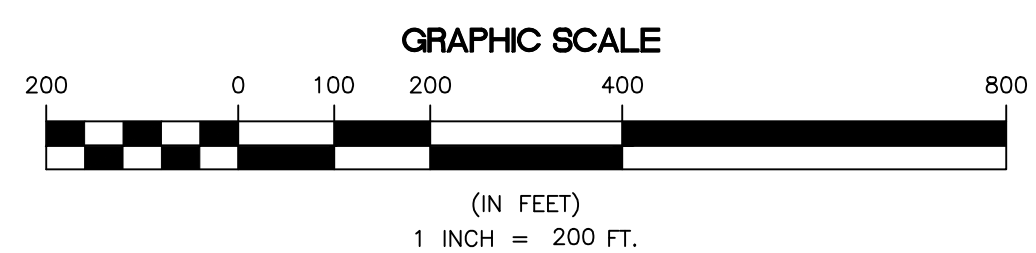
**FINAL DRAWING
NOT FOR
CONSTRUCTION**

NC GRID M4D 83



LEGEND

- FOUND IRON REBAR
- FOUND IRON PIPE
- FOUND NAIL
- CALCULATED POINT
- UTILITY POLE
- WATER METER
- COMMUNICATION PEDESTAL
- FIRE HYDRANT W/WATER VALVE
- UNDERGROUND CABLE MARKER
- PROPERTY LINE / LEASE AREA LINE
- RIGHT-OF-WAY LINE
- ADJACENT PROPERTY LINES
- FLOOD PLAIN BOUNDARY
- OVERHEAD WIRE
- CENTER EX. DITCH
- CENTER EX. BLUE LINE DITCH
- WIRE FENCE
- EDGE OF ASPHALT PAVEMENT
- ELEVATION CONTOUR LINE
- PROPOSED 12' GRAVEL ROAD
- PROPOSED 12' GRASSSED ROAD
- 100' SETBACK LINE
- PROPOSED SECURITY FENCE
- PROPOSED 50' BUFFER
- PROPOSED CULVERT
- DIRECTION OF FLOW



REVISIONS

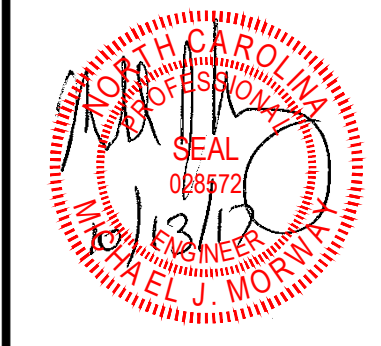
NO.	DATE	DESCRIPTION
1	08/18/2017	ISSUE FOR PERMITTING
2	08/27/2017	REVISED PER COMMENTS

DRAINAGE PLAN
CAMDEN SOLAR, LLC
NC 343 AND SAND HILLS ROAD
 NORTH CAROLINA
 CAMDEN COUNTY
 COURTHOUSE TOWNSHIP
 CAMDEN

DATE:	08/18/2017
SURVEYED:	SEE NOTES
DESIGNED:	MJM
DRAWN:	KCA
CHECKED:	MJM
FILE:	08270A

SCALE:
1" = 200'
C301
 PROJ. NO. 08270A

Albemarle & Associates, Ltd.
 10000 Clear Street
 P.O. Box 986
 Kell Devil Hills, NC 27848
 Phone: (252) 441-2113
 www.AlbemarleAssociates.com
 Cert. of Licensure No. C-1027
 This document is the property of Albemarle & Associates, Ltd. All rights reserved. Any use or alteration is prohibited.



BY:	KJM
DATE:	08/18/2017
SCALE:	1" = 200'
PROJECT:	C301
FILE:	08270A



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Information, Reports & Minutes From Other Agencies

Item Number: 14.A

Meeting Date: December 04, 2017

Submitted By: Tim White, Parks & Recreation Director
Parks & Recreation
Prepared by: Karen Davis

Item Title Parks & Recreation Annual Facility Use Tentative Schedule

Attachments: Parks & Recreation Annual Facility Use (PDF)

Summary:

Parks & Recreation Annual Facility Use Tentative Schedule

Recommendation:

n/a

Timothy C. White
Recreation Director

Ben Carter
Superintendent



P.O. Box 190
117 North 343
Camden, NC 27921

14.A.a

Phone (252) 338-1919 ext. 239
Fax (252) 333-1603

www.camdencountync.gov

Camden Community Park Usage/Timeline (organized Team sports/activities)

- Camden County High School Girls Soccer
Mid-February through Mid-May (Front Soccer Field)
Monday-Friday 3:30pm-6:00pm, Saturday mornings
- Camden Youth League Spring Soccer
Mid-February through Mid-May (Back Practice Field & Game Field)
Monday-Friday 3:30pm-6:00pm, Saturday mornings
- Camden County High School Track & Field
Mid-February – Mid-May (Track, Discus, Shotput, High Jump & Long Jump)
Monday-Friday 3:30pm-5:30pm
- Camden Middle School Track & Field
Mid-February – Mid-May (Track, Discus, Shotput, High Jump & Long Jump)
Monday-Friday 3:30pm-5:30pm
- Camden Youth League Baseball & Softball
Late March through Mid-July (Field 1, Field 2, Field 3, Field 4, Field 5, Field 6, Field 7 & Field 8)
Monday-Friday 5:00pm-9:00pm, Saturday (all day)
- Camden County High School Boys Soccer
August through Mid-November (Front Soccer Field)
Monday-Friday 3:30pm-8:30pm
- Camden County High School Cross Country
August through Mid-November (Track and Park Grounds)
Monday-Friday 3:30pm-5:30pm
- Camden Bears Youth Football and Cheerleading
August through Mid-November (Back Practice Field & Game Field)
Monday-Thursday 6:30pm-8:30pm (exceptions: CCHS Home Soccer Games)
- Camden Youth League Fall Soccer
August through Mid-November (Back Game Field, Field 4, Field 5 & Field 6)
Monday-Friday, Saturday (all day)

Attachment: Parks & Recreation Annual Facility Use (1882 : Parks & Recreation Annual Facility Use Tentative Schedule)



CAMDENCOUNTY

new energy. new vision.

Board of Commissioners AGENDA ITEM SUMMARY SHEET

Information, Reports & Minutes From Other Agencies

Item Number: 14.B
Meeting Date: December 04, 2017

Submitted By: Tammie Krauss, Register of Deeds
Register of Deeds
Prepared by: Karen Davis

Item Title **Register of Deeds - October 2017 Reports**

Attachments: Register of Deeds Report - October 2017 (PDF)
Register of Deeds Weekly Report - October 2017
(XLS)

Summary:
For your information.

Recommendation:
N/A

CARRIAGE, INC

Date Range From Sunday, October 01, 2017 to Tuesday, October 31, 2017

Name	Amount
NC Children's Trust Fund	\$25.00
NC Domestic Violence Fund	\$150.00
State Revenue Stamp	\$5,043.08
County Revenue Stamp	\$5,248.92
Land Transfer Fee	\$0.00
Floodplain Map Fund	\$0.00
Supplemental Retirement	\$86.04
ROD Automation Fund	\$479.09
Dept Of Cultural Resources	\$0.00
Vital Records Fund	\$0.00
State General Fund	\$0.00
State Treasurer Amount	\$855.60
ROD General Fund	\$4,140.67
Total Distribution For Period	
	\$16,028.40
Cash Total	\$699.80
Check Total	\$15,328.60
Pay Account Total	\$0.00
ACH Total	\$0.00
Escrow Account Total	\$0.00
Overpayment Total	\$0.00
Total Deposit For Period	\$16,028.40

Camden County Register of Deeds: Tammie Krauss
October 2017 Daily Deposit

DATE	NC CHILDREN TRUST	NC DOM. VIO. FUND	STATE REV. STAMPS	COUNTY REV. STAMPS	RETIREMENT	AUTO FUND	STATE TREASURY	ROD GENERAL	TOTAL
10/02/17	\$ -	\$ -			\$ 5.73	\$ 34.24	\$ 49.60	\$ 292.43	\$ 382.00
10/03/17	\$ -	\$ -			\$ 0.99	\$ 5.90	\$ 6.20	\$ 52.91	\$ 66.00
10/04/17	\$ -	\$ -			\$ 2.47	\$ 13.15	\$ 31.00	\$ 118.38	\$ 165.00
10/05/17	\$ -		\$ 612.50	\$ 637.50	\$ 3.84	\$ 20.77	\$ 49.60	\$ 181.79	\$ 1,506.00
10/06/17			\$ 259.70	\$ 270.30	\$ 2.82	\$ 15.94	\$ 31.00	\$ 138.24	\$ 718.00
10/09/17	\$ -	\$ -			\$ 0.30	\$ 1.98		\$ 17.72	\$ 20.00
10/10/17			\$ 435.12	\$ 452.88	\$ 3.96	\$ 23.93	\$ 31.00	\$ 204.91	\$ 1,151.80
10/11/17					\$ 2.52	\$ 15.70	\$ 18.60	\$ 130.98	\$ 167.80
10/12/17	\$ -	\$ -	\$ 465.50	\$ 484.50	\$ 4.35	\$ 24.63	\$ 49.60	\$ 211.42	\$ 1,240.00
10/13/17			\$ 307.72	\$ 320.28	\$ 3.68	\$ 20.94	\$ 37.20	\$ 183.18	\$ 873.00
10/16/17	\$ 10.00	\$ 60.00	\$ 107.31	\$ 111.69	\$ 8.32	\$ 38.35	\$ 93.00	\$ 345.13	\$ 773.80
10/17/17			\$ 132.30	\$ 137.70	\$ 3.78	\$ 23.37	\$ 24.80	\$ 200.05	\$ 522.00
10/18/17					\$ 0.39	\$ 1.94	\$ 6.20	\$ 17.47	\$ 26.00
10/19/17			\$ 852.60	\$ 887.40	\$ 6.19	\$ 36.52	\$ 62.00	\$ 308.09	\$ 2,152.80
10/20/17			\$ 441.00	\$ 459.00	\$ 7.92	\$ 44.88	\$ 86.80	\$ 388.40	\$ 1,428.00
10/23/17			\$ 240.10	\$ 249.90	\$ 1.95	\$ 11.48	\$ 18.60	\$ 98.17	\$ 620.20
10/24/17	\$ 10.00	\$ 60.00			\$ 2.92	\$ 10.98	\$ 12.40	\$ 98.70	\$ 195.00
10/25/17	\$ 5.00	\$ 30.00	\$ 122.50	\$ 127.50	\$ 6.27	\$ 33.64	\$ 55.80	\$ 287.29	\$ 668.00
10/26/17					\$ 2.04	\$ 12.06	\$ 18.60	\$ 103.30	\$ 136.00
10/27/17			\$ 322.91	\$ 336.09	\$ 9.87	\$ 56.22	\$ 111.60	\$ 480.31	\$ 1,317.00
10/30/17			\$ 122.50	\$ 127.50	\$ 2.04	\$ 10.29	\$ 31.00	\$ 92.67	\$ 386.00
10/31/17			\$ 621.32	\$ 646.68	\$ 3.69	\$ 22.18	\$ 31.00	\$ 189.13	1514.00
									0.00
									\$ -
TOTAL	\$ 25.00	\$ 150.00	\$ 5,043.08	\$ 5,248.92	\$ 86.04	\$ 479.09	\$ 855.60	\$ 4,140.67	\$ 16,028.40

Attachment: Register of Deeds Weekly Report - October 2017 (1871 : Register of Deeds - October 2017



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Information, Reports & Minutes From Other Agencies

Item Number: 14.C
Meeting Date: December 04, 2017

Submitted By: Krystal Lancaster, Librarian
Library
Prepared by: Krystal Lancaster

Item Title **October 2017 Library Statistics**

Attachments: 17_10 (PDF)

Summary:
For your information.

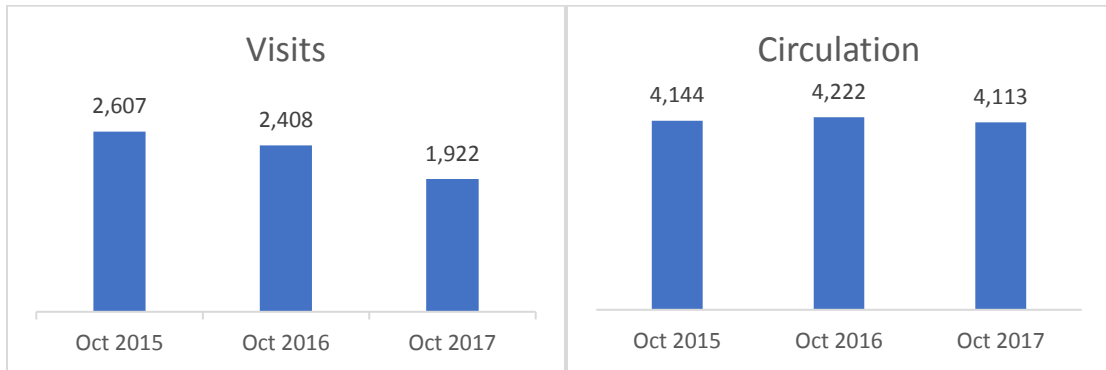
Recommendation:
n/a

Camden County Public Library October 2017 Statistics

Visitor Count	1,922*
Outreach Visits	3
Materials Check Outs & Renewals	4,113
Computer/ Wireless Use	967/559
Questions Answered	537
Juvenile Programs	21 programs/336 attendees
Teen Programs	0 programs/0 attendees
Adult Programs	3 programs/19 attendees
Meeting Room Use	13 reservations /129 attendees
Days/Hours Open	30/274
# Items in Collection	15,969
Library Card Holders	3,086

*We've since discovered that the visitor counter was not lined up correctly during at least part of this period. On the two days that we kept a hand tally for comparison, the count showed that the counter picked up roughly half of our patrons. The door counter has now been realigned.

Comparison by Year



Attachment: 17_10 (1885 : October 2017 Library Statistics)