



# **BOARD OF COMMISSIONERS**

**July 05, 2022  
7:00 PM**

*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. 311.*

**Please silence cell phones.**

## **Agenda**

**Camden County Board of Commissioners  
July 05, 2022; 7:00 PM  
New Camden Public Library  
118 Hwy 343 North**

### **Call to Order**

### **Invocation & Pledge of Allegiance**

Pastor Tommy Berry, Shiloh Baptist Church

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

**ITEM 2.     Conflict of Interest Disclosure Statement**

**ITEM 3.     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 4.     Presentations** (For discussion and possible action)

A. Chairman Ross Munro

B. Camden County Update - North Carolina Department of Transportation

### **Recess to South Camden Water & Sewer District Board of Directors**

### **Reconvene Board of Commissioners**

**ITEM 5.     Public Hearings**

A. Schedule of Fees Amendment - Chuck Jones

B. Commerce Park Property Sale - John Morrison

**ITEM 6.     New Business** (For discussion and possible action)

- A. Tax Report - Lisa Anderson
- B. Interlocal Agreement for Central Communications Amendment
- C. Interlocal Agreement for Emergency Management Coordination Services Amendment

**ITEM 7. Board Appointments (For discussion and possible action)**

- A. Planning Board
- B. Department of Social Services Board
- C. Tourism Development Authority Board
- D. NCACC Conference & Legislative Goals Conference Delegate

**ITEM 8. Consent Agenda**

- A. BOC Meeting Minutes - June 6, 2022
- B. School Budget Amendments
- C. Tax Collection Report
- D. DMV Monthly Report
- E. Vehicle Refunds Over \$100.00 - March 2022
- F. Vehicle Refunds Over \$100.00 - May 2022
- G. Pickups, Releases & Refunds
- H. Surplus Property Request
- I. Summer Camp Assistant Contract
- J. Annual Senior Nutrition Contract
- K. Set Public Hearing - Ordinance Text Amendment
- L. Set Public Hearing - Rezoning Request

**ITEM 9. County Manager's Report**

**ITEM 10. Commissioners' Reports**

**ITEM 11. Information, Reports & Minutes from Other Agencies**

- A. Register of Deeds Report
- B. Library Report

**ITEM 12. Other Matters (For discussion and possible action)**

**ITEM 13.    Adjourn**





**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Presentations**

**Item Number:** 4.A  
**Meeting Date:** July 05, 2022  
**Submitted By:** Karen Davis, Clerk to the Board  
Board of Commissioners  
Prepared by: Karen Davis

**Item Title** Chairman Ross Munro

**Attachments:**

**Summary:**  
Chairman Ross Munro will introduce the incoming County Manager.



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Presentations**

**Item Number:** 4.B

**Meeting Date:** July 05, 2022

**Submitted By:** Karen Davis, Clerk to the Board  
Board of Commissioners  
Prepared by: Karen Davis

**Item Title** Camden County Update - North Carolina Department of  
Transportation

**Attachments:**

**Summary:**

A representative from North Carolina Department of Transportation will give an update on projects in Camden County.



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Public Hearings**

**Item Number:** 5.A  
**Meeting Date:** July 05, 2022

**Submitted By:** Karen Davis, Clerk to the Board  
Board of Commissioners  
Prepared by: Karen Davis

**Item Title** **Schedule of Fees Amendment**

**Attachments:** AgendaSummary\_Fee Schedule Adjustment (DOCX)  
Water & Sewer Proposed Fees (PDF)

Agenda summary and supporting documentation attached.

**Camden County Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** July 5, 2022

**Attachments:** Fee Adjustment

**Submitted By:** Public Works

**Item Title:** Water and Sewer fee schedule adjustment

**Summary:**

The changes to the Schedule of Fees are as follows:

- Increase the base water rate by \$5.00 from \$25.00 to \$30.00
- Reduce the sewer tap fee to a flat rate of \$500.00 if the connection is done by the developer in the course of installing piping for new subdivisions. The fees will remain the same if the county installs the connection.

**Recommendation:**

Submit for approval July 5<sup>th</sup> 2022

## South Camden Water & Sewer

### WATER SERVICE FEES

#### Monthly Base Rate

Gallons	Cost
0-2,000	<del>\$25.00</del> <b>\$30.00</b> per month

#### ADDITIONAL MONTHLY USAGE

Gallons	Cost
2,001-5,000	\$5.50 per 1,000 gallons
5,001-10,000	\$6.20 per 1,000 gallons
10,001-15,000	\$6.90 per 1,000 gallons
15,001-20,000	\$7.60 per 1,000 gallons
20,001 and up	\$8.30 per 1,000 gallons

#### Local Govt/Board of Education/Commercial

Same as above

#### Bulk Water (except contracted sales)

\$6.91 per 1,000 gallons

#### Fire Service (sprinkler systems)

Base rate per month

#### Deposits, Charges & Fees

Rent deposit	\$200.00
Fire Hydrant Meter	\$300.00
Open/reopen/transfer account	\$20.00
Reread meter/our read correct	\$15.00
Reread meter/our read incorrect	No charge
Reconnection Fee	\$35.00 7:00 am - 3:15 pm
<i>(if not paid by 8 am on disconnection day)</i>	\$60.00 3:16 pm - 5:00 pm
Late payment penalty	\$10.00
Non-Sufficient Funds	\$35.00
Meter Tampering Fee	\$200.00
Turn off fee	\$15.00 <i>(per occurrence)</i>
Meter testing fee	\$15.00 <i>(No charge if more than 2.5% inaccurate)</i>
Bacteriological	\$45.00

#### Water Connection Fees

*(includes \$1,500 Tap Fee)*

3/4 inch	\$4,000.00
1 inch	\$5,667.00
2 inch	\$14,833.00
3 inch	\$28,167.00
4+ inch	*request rate table
6 inch fire svc	\$4,000.00
Hwy Bore	\$2,000.00

*\*County installs up to 2 inch lines. User hires Contractor if over 2 inches.*

Attachment: Water & Sewer Proposed Fees (3330 : Schedule of Fees Amendment)

## SEWER SERVICE FEES

### Monthly Base Rate

	<u>Gallons</u>	<u>Cost</u>
Residential*	0 - 2,000	\$29.00
Commerical	0 - 2,000	\$40.00

### ADDITIONAL MONTHLY USAGE

<u>Gallons</u>	<u>Residential*</u>	<u>Commercial</u>
	(all prices residential & commercial per 1,000 gallons)	
2,001 - 5,000	\$7.50	\$8.50
5,001 - 10,000	\$8.20	\$9.20
10,001 - 15,000	\$8.90	\$9.90
15,001 - 20,000	\$9.60	\$10.60
20,001 and up	\$10.30	\$11.30

\*Residential: Includes Apartments & Townhouse Units

### GOVERNMENT & SCHOOLS

Will be charged 2 times Commercial Rate for Base Fee & Additional Usage

### HIGH STRENGTH

\$11.50 each additional 1,000 gallons

(Day Care, Hospitals, Nursing Homes, Laundromats, Restaurants, Doctors, Dentists, Beauty Shops, Grocery Store, Convenient Store, Funeral Homes, Car Washes, Dry Cleaners, etc)

### Sewer Connection Fees

#### Sewer Tap Fee

Low pressure main with 3/4 inch water service	\$8,300
Gravity 4" connection	\$3,500
<b>Owner Installed (by Licensed Plumbing/Utility Contractor)</b>	<b>\$500</b>

**Commercial:** Fees are based on water meter size

The cost of sewer connection with larger than 3/4 inch water service will be the responsibility of the owner. Consideration will be given on a case by case basis to pay capacity fee over time.

### Sewer Capacity Fees

3/4 inch	\$7,400
1 inch	\$12,333
2 inch	\$39,467
3 inch	\$78,933
4+ inch	*request rate table

### ADDITIONAL FEES & FINES

**Parts & Labor:** For changing service size, location, or repairs for damage to the districts property.

**Parts:** Calculated at current price of materials due to the fluctuation of the market plus 20%.

**Labor:**

\$35.00	per man per hour
\$75.00	per hour for backhoe
\$10.00	per foot for bores up to 2"

Repairs requiring contracted labor will be billed at invoice cost.



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Public Hearings**

**Item Number:** 5.B

**Meeting Date:** July 05, 2022

**Submitted By:** Ken Bowman,  
Administration  
Prepared by: Karen Davis

**Item Title** Commerce Park Property Sale

**Attachments:** Lucia Lease\_Purchase Agreement (DOCX)

**Summary:**

The Board of Commissioners will conduct a public hearing to receive public input on the conveyance of a fee simple interest in real property from the County of Camden to Lucia Specialized Hauling of Virginia, Incorporated, consisting of 10.61 +/- acres situate within the Camden Commerce Park.

**Recommendation:**

Hold public hearing and add to the agenda for consideration.

**NORTH CAROLINA  
CAMDEN COUNTY**

**LEASE OF UNIMPROVED PROPERTY AND OPTION TO PURCHASE**

This lease is made this the 1st day of August, 2022 by and between Camden County, a Body Politic and Political Subdivision of the State of North Carolina ("Lessor") and Lucia Specialized Hauling of VA Inc. ("Lessee").

**RECITALS**

1. Lessor owns the real property hereinafter described and has authority to lease the same pursuant to North Carolina General Statute 160A-272, the requirements of which have been complied.
2. Lessee is desirous of leasing the property to promote further potential development of its business interests, including preparation for a potential purchase of real property from Lessor.
3. Lessor is desirous of promoting commercial development within Camden County and is willing to lease said property for the term hereinafter expressed and other recited conditions.
4. Lessee is desirous of leasing the property on the same terms.

Now, therefore, for and in consideration of the mutual covenants hereinafter expressed and other good and sufficient consideration the receipt of which is hereby acknowledged, the parties agree as follows:

**SECTION ONE**  
**DESCRIPTION**

The property being leased shall be 10.61+/- Acres on Opportunity Drive in Camden County Commerce Park tax parcel number ID 017071006989590000, which property shall be promptly selected and designated by Lessee. This property is part of a larger tract of land and will be identified with its own individual parcel number when the survey is performed and recorded. Thereafter this designated property shall be further described by metes and bounds or marked with monuments which shall define the leasehold which shall not be changed without consent of both parties.

**SECTION TWO**  
**TERM**

This lease shall exist for a period of ONE YEAR from the date of execution. Because Lessor is a North Carolina local government, there can be no extensions without subsequent approval of the Camden County Board of Commissioners. Additionally, such extensions cannot exceed one-year terms. Should Lessee desire an extension, it must petition, through the County Manager, the Board of Commissioners no later than 30 days prior to the expiration of this one-year term. All terms shall be pursuant to the requirements of NCGS 160A-272. The term of lease can be terminated at any time by Lessee purchasing the property.



SECTION THREE  
IMPROVEMENTS

It is contemplated Lessee may improve the property including construction of entry / exit points, grading, and clearing. Any improvements, at termination of the lease, shall remain the sole and exclusive property of Lessor.

SECTION FOUR  
USE

Lessee may utilize the property for the storage of its vehicles and equipment and for other purposes directly related to the expansion of Lessee's business and permanent acquisition of the subject real property.

SECTION FIVE  
RENT

The yearly rent for this lease is ONE HUNDRED SEVEN THOUSAND, ONE HUNDRED TWENTY-FOUR DOLLARS (\$107,124) payable in 12 equal monthly installments of EIGHT THOUSAND, NINE HUNDRED TWENTY-SEVEN DOLLARS (\$8,927.00) due on the first day of each month, beginning August 1, 2022 and continuing each month thereafter throughout this term. All rent paid for this lease shall be deducted from the total purchase price.

SECTION SIX  
OPTION TO PURCHASE

The Option Period shall be for a period of three (3) years from the date Buyer and Seller signs this Agreement. At any time during the Option Period, Lessee may exercise this Option and the closing shall take place within 30 days.

The Purchaser shall pay FIFTY THOUSAND DOLLARS (\$50,000) to Seller upon acceptance date of this Lease / Purchase and Agreement.

The parties further agree to negotiate their respective commitments at the time the option to purchase is exercised at which time a new Lease/ Purchase Agreement will be drafted and placed on the Board of Commissioners agenda for consideration.

\_\_\_\_\_  
Lessor  
Camden County, NC

\_\_\_\_\_  
Lessee  
Lucia Specialized Hauling of VA Inc.

Attachment: Lucia Lease\_Purchase Agreement (3331 : Commerce Park Property Sale)

ADDENDUM:

Letter of Intent from Lucia Specialized Hauling of VA Inc for purchase of 10.61 +/- acres on Opportunity Drive in Camden County Industrial Park.

## LUCIA SPECIALIZED HAULING of VA INC

1500 Steel St, Chesapeake, VA 23323

Ph. (518) 441-5554

[rlucialsh@gmail.com](mailto:rlucialsh@gmail.com)

May 13, 2022

Ken Bowman  
 County Manager  
 PO Box 190  
 Camden, NC 27921

Re: Letter of Intent for Purchase of 10.61+/- Acres on Opportunity Drive in Camden County Industrial Park.

Dear Ken:

This letter shall serve as a proposal from Lucia Specialized Hauling of VA Inc. for the purchase of the 10.61+/- acres on Opportunity Drive and Eco Park Boulevard in the Camden County Industrial Park. The land and all Seller's rights, title, privileges and interests in and to the real property shall be transferred to Purchaser as set forth below.

The purchase price paid by Purchaser to Seller for the property shall be \$371,350. The Seller shall pay \$50,000 to Seller upon acceptance of a Purchase and Sale Agreement.

Purchaser shall pay Seller the remaining balance in 36 monthly installments of \$8,927.00 each.

Seller shall provide Purchaser with copies of real estate tax bills, survey, most recent Phase I & II environmental site assessments for the Property, documents evidencing or securing the existing encumbrances, subdivision or zoning documents, and any other agreements, inspections or investigations commissioned by Seller for the Property.

Purchaser shall provide Seller with proposed plan of warehouse, equipment laydown area, parking area and driveway plans for approval by Camden County.

Upon approval by Camden County, Buyer will begin excavation for driveway, equipment laydown area and parking area. Upon further approval by Buyer's bank, Buyer will proceed to constructing warehouse facility.

Purchaser shall pay for Title Policy. Any other closing costs and fees shall be paid per the custom of Camden County where the property is located. Buyer and Seller shall each pay the fees of their own attorneys and other professionals.

This Letter of intent shall be governed by the laws of the State of North Carolina.

This Letter of Intent is intended solely as a preliminary expression of general intent and interest and is to be used for general discussions purposes only; it is neither an offer, nor an acceptance, or a contract. The parties hereby agree that this Letter of Intent does not create any agreement, obligation, right, duty, or otherwise by either party to negotiate a purchase and sale agreement and/or to continue or further discuss or negotiate a purchase and sale agreement. The parties shall have absolutely no contractual duties to one another, and the parties expressly agree and acknowledge that no implied covenants are attached to this Letter of Intent, including, but not limited to, the implied covenant of good faith and fair

dealing. Only upon the full and final execution and delivery of a definitive Purchase and Sale Agreement will any obligations attach with respect to the terms and conditions outlined in this Letter of Intent.

We look forward to your response on or before June 20, 2022, the expiration date of this Letter of Intent. In the event your response is not received by that time, this Letter of Intent shall be deemed to have been automatically rescinded.

Sincerely,

\_\_\_\_\_  
Ric Lucia, President  
Lucia Specialized Hauling of VA, Inc

ACKNOWLEDGED AND AGREED:

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Attachment: Lucia Lease\_Purchase Agreement (3331 : Commerce Park Property Sale)



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**New Business**

**Item Number:** 6.A  
**Meeting Date:** July 05, 2022  
**Submitted By:** Lisa Anderson, Tax Administrator  
Taxes  
Prepared by: Lisa Anderson  
**Item Title** **May Monthly Report**  
**Attachments:** May20220628103332245 (PDF)  
**Summary:** May Monthly Report  
**Recommendation:** Review and approve

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

**OUTSTANDING TAX DELINQUENCIES BY YEAR**

<b><u>YEAR</u></b>	<b><u>REAL PROPERTY</u></b>	<b><u>PERSONAL PROPERTY</u></b>
2021	198,722.64	12,709.50
2020	67,839.57	4,786.53
2019	30,644.42	2,911.16
2018	19,771.67	1,513.14
2017	12,178.13	1,821.40
2016	8,095.74	1,223.09
2015	6,661.95	689.62
2014	9,060.15	1,028.28
2013	6,583.69	4,694.65
2012	5,558.29	7,231.80

Attachment: May20220628103332245 (3343 : Tax Report)

TOTAL REAL PROPERTY TAX UNCOLLECTED	365,116.25
TOTAL PERSONAL PROPERTY UNCOLLECTED	38,609.17
TEN YEAR PERCENTAGE COLLECTION RATE	99.52%
COLLECTION FOR 2022 vs. 2021	120,779.24 vs. 57,411.01

#### **LAST 3 YEARS PERCENTAGE COLLECTION RATE**

2021	97.79%
2020	99.08%
2019	99.57%

#### **THIRTY LARGEST UNPAID ACCOUNTS**

SEE ATTACHMENT "A"

#### **THIRTY OLDEST UNPAID ACCOUNTS**

SEE ATTACHMENT "B"

**EFFORTS AT COLLECTION IN THE LAST 30 DAYS****ENDING    May    2022****BY TAX ADMINISTRATOR**53    NUMBER DELINQUENCY NOTICES SENT24    FOLLOWUP REQUESTS FOR PAYMENT SENT3    NUMBER OF WAGE GARNISHMENTS ISSUED2    NUMBER OF BANK GARNISHMENTS ISSUED58    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 ATTORNEY0    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



Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	02-8923-00-19-3774.0000	12,086.44	1	NMJ PROPERTIES LLC	CAMDEN	431 158 US W
R	01-8929-00-34-2503.0000	8,338.03	1	STONEBRIAR COMMERCIAL FINANCE	SOUTH MILLS	
R	02-8943-01-17-4388.0000	7,745.40	1	THOMAS REESE	CAMDEN	301 JAPONICA DR
R	01-7989-00-01-1714.0000	6,166.42	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8971-00-23-2253.0000	6,036.09	1	ABODE OF CAMDEN, INC.	SHILOH	187 C THOMAS POINT RD
R	02-8934-01-18-8072.0000	5,795.45	1	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	02-8935-02-66-7093.0000	5,656.38	1	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	01-7979-00-61-7358.0000	4,906.97	1	BERT LLC	SOUTH MILLS	HORSESHOE RD
R	01-7999-00-62-3898.0000	4,705.66	1	MICHAEL ASKEW	SOUTH MILLS	257 A OLD SWAMP RD
R	02-8934-01-29-4617.0000	4,687.31	1	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	02-8945-00-41-2060.0000	4,649.77	1	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	03-8962-00-05-0472.0000	4,590.46	1	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	03-8943-02-75-4196.0000	4,471.07	1	SHERRILL M PRICE JR	SHILOH	115 COOKS LANDING RD
R	03-8972-00-54-4332.0000	4,328.17	1	GILBERT WAYNE OVERTON &	SHILOH	1330 343 HWY S
R	02-8916-00-39-5170.0000	4,144.46	1	DONALD RAY JONES	CAMDEN	670 343 HWY N
R	01-7979-00-13-4667.0000	4,119.24	1	SUSAN CHARLENE BEARD ET AL	SOUTH MILLS	409 HORSESHOE RD
R	03-9809-00-24-8236.0000	3,948.55	1	GENE W IRBY	SHILOH	503 SAILBOAT RD
R	03-8973-00-53-0748.0000	3,727.87	1	MORRIS L. KIGHT III	SHILOH	142 STANLEY LN
R	02-8954-00-43-8538.0000	3,614.32	1	BILLY ROSS FEREBEE	CAMDEN	237 PALMER RD
R	02-8954-00-31-3943.0000	3,533.44	1	CHRISTOPHER C LEARY, IV	CAMDEN	PALMER RD
R	02-8934-03-31-9750.0000	3,402.54	1	CAROLYN MCDANIEL	CAMDEN	195 COUNTRY CLUB RD
R	03-9809-00-23-4988.0000	3,268.68	1	WANDA H WELLS	SHILOH	104 HIGH RD
R	02-8934-04-72-0416.0000	3,235.88	1	PAULINE JETTE	CAMDEN	238 COUNTRY CLUB RD
R	03-8962-00-67-1021.0000	2,912.38	1	CECIL BARNARD HEIRS	SHILOH	WICKHAM RD
R	02-8943-01-06-9013.0000	2,880.31	1	JEWEL H. DAVENPORT	CAMDEN	WINDY HEIGHTS DR
R	03-8965-00-37-4242.0000	2,853.28	1	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	03-8961-00-68-3593.0000	2,835.12	1	EDWARD LANE MOORE	SHILOH	169 RAYMONS CREEK RD
R	03-8990-00-18-6042.0000	2,793.66	1	LARRY MOTLEY	SHILOH	SECOND CREEK RD
R	02-8936-00-23-4750.0000	2,769.92	1	AARON DARNELL CHAMBLEE ET AL	CAMDEN	LAMBS RD
R	03-8899-00-45-2682.0000	2,766.66	10	SEAMARK INC.	SHILOH	HOLLY RD

06/28/22 10:05:25

Delinquencies Top-30 Unpaid

1

Attachment: May20220628103332245 (3343 : Tax Report)

Real

Roll	Parcel Number	YrsDltg	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	6,166.42	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8962-00-04-9097.0000	10	2,912.38	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8965-00-37-4242.0000	10	2,853.28	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	03-8899-00-45-2682.0000	10	2,766.66	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8952-00-95-8737.0000	10	2,151.92	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7988-00-91-0179.0001	10	2,077.02	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	01-7999-00-32-3510.0000	10	1,954.13	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	03-8943-04-93-8214.0000	10	1,892.64	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7999-00-12-8596.0000	10	1,879.21	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7091-00-64-6569.0000	10	1,809.51	CLARENCE D. TURNER JR.	SOUTH MILLS	STINGY LN
R	01-7080-00-62-1977.0000	10	1,157.52	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	02-8936-00-24-7426.0000	10	851.94	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	01-7989-04-60-1568.0000	10	847.68	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	827.30	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	01-7090-00-60-5052.0000	10	814.52	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	01-7989-04-90-0938.0000	10	765.22	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	03-9809-00-24-6322.0000	10	667.69	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	02-8955-00-13-7846.0000	10	585.88	MARIE MERCER	CAMDEN	IVY NECK RD
R	03-8899-00-36-1568.0000	10	463.73	PETER BUTSAVAGE	SHILOH	HIBISCUS RD
R	03-8962-00-55-5300.0000	10	427.31	OCTAVIA COPELAND HEIRS	SHILOH	457 NECK RD
R	03-8980-00-61-1968.0000	10	381.59	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	03-9809-00-54-8280.0000	10	303.70	RODNEY STEVEN SPIVEY &	SHILOH	SAILBOAT RD
R	01-7090-00-95-5262.0000	10	297.16	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-9809-00-66-0120.0000	10	286.40	RANDELL CRIDER	SHILOH	SAILBOAT RD
R	03-8980-00-84-0931.0000	10	285.84	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
R	02-8936-00-25-7407.0000	10	220.95	CHARLIE RUDOLPH CHAMBLEE	CAMDEN	BOURBON ST
R	03-9809-00-45-1097.0000	10	203.59	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	03-8962-00-60-7648.0000	10	189.72	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD
R	03-8899-00-37-0046.0000	10	149.93	ELIZABETH LONG	SHILOH	HIBISCUS RD
R	03-9809-00-17-2462.0000	10	138.36	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD

06/28/22 10:05:27

Delinquencies Top-30 Oldest

Attachment: May20220628103332245 (3343 : Tax Report)

1

Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001709	1,207.54	5	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0001104	1,148.60	1	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0000295	1,126.07	3	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0002941	1,083.89	1	BARKER'S TRUCKING, INC	SHILOH	108 SASSAFRAS LN
P	0000659	968.85	1	RICKY'S WELDING, INC.	SHILOH	864 SANDY HOOK RD
P	0001046	562.79	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	534.66	10	PAM BUNDY	SHILOH	105 AARON DR
P	0000297	522.02	1	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0001681	504.70	10	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001721	457.37	1	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD
P	0002182	449.91	1	ACADEMI TRAINING CENTER LLC	MOYOCK	850 PUDDIN RIDGE RD
P	0001230	411.11	10	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0003721	396.00	1	JIMMY'S TRUCKING & HAULING LLC	CAMDEN	127 TRAFTON RD
P	0003099	392.76	1	AARON M BROWN	SHILOH	108 CHERRY BLOSSOM WA
P	0003192	382.04	1	ROBERT JESSE-ALDERMAN HUDGINS	CAMDEN	409 343 HWY N
P	0003559	365.94	1	BENNY FARRELL TUCKER	ELIZABETH CITY	152 158 US W
P	0003405	355.61	3	JOHN R BARKER	SHILOH	108 SASSAFRAS LN
P	0001538	311.90	10	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0003501	310.39	1	DIANE L. NOBLE	CAMDEN	152 158 US W
P	0000738	307.42	10	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0003513	282.06	1	JULIE PORTER	CAMDEN	431 158 US W
P	0003537	279.87	1	NATHAN MARC SEBURA	CAMDEN	343 HWY N
P	0003208	271.52	1	RICKY W JOHNSON	CAMDEN	113 PALMER RD
P	0003075	255.21	1	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD
P	0000945	243.90	1	RAMONA F. TAZEWEEL	CAMDEN	239 SLEEPY HOLLOW RD
P	0001694	241.65	10	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	238.91	10	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0003773	231.08	1	SEVAN NERO BARTLETT	CAMDEN	197 HERMAN ARNOLD RD
P	0003415	228.97	1	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0002902	222.92	1	STEPHANIE AUSMAN	SHILOH	204 POND RD

Attachment: May20220628103332245 (3343 : Tax Report)

06/28/22 10:06:09

Delinquencies Top-30 Unpaid

1

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001709	10	1,207.54	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0001046	10	562.79	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	10	534.66	PAM BUNDY	SHILOH	105 AARON DR
P	0001681	10	504.70	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001230	10	411.11	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001538	10	311.90	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0000738	10	307.42	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001694	10	241.65	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	10	238.91	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0001106	10	203.87	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001827	10	148.15	KAREN BUNDY	CAMDEN	431 158 US W
P	0000295	6	1,126.07	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000770	6	134.40	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
P	0000385	6	121.17	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND
P	0002921	6	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0001104	5	1,148.60	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0000945	5	243.90	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0002442	5	200.37	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0002468	5	178.15	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
P	0002968	5	165.22	MICHAEL WILLIAM MAINELLO	SOUTH MILLS	237 KEETER BARN RD
P	0001150	5	136.45	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0001689	5	125.28	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
P	0002902	4	222.92	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0001512	4	167.69	JOHN WESLEY BURGESS, JR.	CAMDEN	431 158 USY W
P	0000297	3	522.02	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0003559	3	365.94	BENNY FARRELL TUCKER	ELIZABETH CITY	152 158 US W
P	0003405	3	355.61	JOHN R BARKER	SHILOH	108 SASSAFRAS LN
P	0003501	3	310.39	DIANE L. NOBLE	CAMDEN	152 158 US W
P	0003513	3	282.06	JULIE PORTER	CAMDEN	431 158 US W
P	0003075	3	255.21	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD

Attachment: May20220628103332245 (3343 : Tax Report)

06/28/22 10:06:11

Delinquencies Top-30 Oldest

1

Personal  
3



**Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**New Business**

**Item Number:** 6.B

**Meeting Date:** July 05, 2022

**Submitted By:** Ken Bowman,  
Administration  
Prepared by: Karen Davis

**Item Title** **Interlocal Agreement for Central Communications  
Amendment**

**Attachments:** Amendment to Interlocal Agreement for Central  
Communications  
(DOCX)

**Summary:**

It is requested that the Central Communications Interlocal Agreement entered into on June 9, 2017 (attached) between City of Elizabeth City, Pasquotank County and Camden County be extended for an additional year, ending June 30, 2023. Except for the extension of an additional year, all other terms and conditions of the June 9, 2017 Interlocal Agreement will remain in full force and effect.

**Recommendation:**  
Approve amendment.

**STATE OF NORTH CAROLINA**  
**PASQUOTANK COUNTY**

**AMENDMENT TO INTERLOCAL  
AGREEMENT FOR CENTRAL  
COMMUNICATIONS**

THIS AMENDMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2022, by and between the CITY OF ELIZABETH CITY, a municipal corporation organized and existing under the laws of the State of North Carolina (hereinafter called "CITY"), PASQUOTANK COUNTY and CAMDEN COUNTY, bodies politic and political subdivisions of the State of North Carolina (hereinafter called "PASQUOTANK" and "CAMDEN").

**WHEREAS**, the CITY, PASQUOTANK and CAMDEN entered into an Interlocal Agreement for Central Communications dated June 9, 2017; and

**WHEREAS**, the Interlocal Agreement is set to expire June 30, 2022; and

**WHEREAS**, the CITY, PASQUOTANK and CAMDEN desire to extend the Interlocal Agreement for an additional year, ending June 30, 2023; and

**WHEREAS**, except for the extension of an additional year, all other terms and conditions of the Interlocal Agreement dated June 9, 2017 shall remain in full force and effect.

**NOW, THEREFORE**, in consideration of the mutual promises and agreements herein contained, the parties hereby amend the Interlocal Agreement as follows:

1. The Central Communications Interlocal Agreement entered into on June 9, 2017 between the CITY, PASQUOTANK and CAMDEN is hereby extended for an additional year, ending June 30, 2023. Except for the extension of an additional year, all other terms and conditions of the June 9, 2017 Interlocal Agreement remain in full force and effect.

**CITY OF ELIZABETH CITY**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Mayor Time: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
City Clerk

(SEAL)

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

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Finance Director Time: \_\_\_\_\_

CAMDEN COUNTY

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairman Time: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Karen Davis  
Clerk to the Board

(SEAL)

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

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Finance Officer Time: \_\_\_\_\_

**PASQUOTANK COUNTY**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairman Time: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Lynn B. Scott  
Clerk to the Board

(SEAL)

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

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Finance Officer Time: \_\_\_\_\_





## **Board of Commissioners AGENDA ITEM SUMMARY SHEET**

### **New Business**

**Item Number:** 6.C  
**Meeting Date:** July 05, 2022  
**Submitted By:** Ken Bowman,  
Administration  
Prepared by: Karen Davis

**Item Title** **Amendment to Interlocal Agreement**

**Attachments:** Amendment to Interlocal Agreement for Emergency  
Management  
Coordination Services  
(DOCX)

### **Summary:**

It is requested that the Emergency Management Coordination Services Interlocal Agreement entered into on June 9, 2017 between City of Elizabeth City, Pasquotank County and Camden County be extended for an additional year, ending June 30, 2023. Except for the extension of an additional year, all other terms and conditions of the June 9, 2017 Interlocal Agreement remain in full force and effect.

**Recommendation:**  
Approve amendment.

**STATE OF NORTH CAROLINA**  
**PASQUOTANK COUNTY**

**AMENDMENT TO INTERLOCAL  
AGREEMENT FOR  
EMERGENCY MANAGEMENT  
COORDINATION SERVICES**

THIS AMENDMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2022, by and between the CITY OF ELIZABETH CITY, a municipal corporation organized and existing under the laws of the State of North Carolina (hereinafter called "CITY"), PASQUOTANK COUNTY and CAMDEN COUNTY, bodies politic and political subdivisions of the State of North Carolina (hereinafter called "PASQUOTANK" and "CAMDEN").

**WHEREAS**, the CITY, PASQUOTANK and CAMDEN entered into an Interlocal Agreement for Emergency Management Coordination Services dated June 9, 2017; and

**WHEREAS**, the Interlocal Agreement is set to expire June 30, 2022; and

**WHEREAS**, the CITY, PASQUOTANK and CAMDEN desire to extend the Interlocal Agreement for an additional year, ending June 30, 2023; and

**WHEREAS**, except for the extension of an additional year, all other terms and conditions of the Interlocal Agreement dated June 9, 2017 shall remain in full force and effect.

**NOW, THEREFORE**, in consideration of the mutual promises and agreements herein contained, the parties hereby amend the Interlocal Agreement as follows:

1. The Emergency Management Coordination Services Interlocal Agreement entered into on June 9, 2017 between the CITY, PASQUOTANK and CAMDEN is hereby extended for an additional year, ending June 30, 2023. Except for the extension of an additional year, all other terms and conditions of the June 9, 2017 Interlocal Agreement remain in full force and effect.

**CITY OF ELIZABETH CITY**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Mayor Time: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
City Clerk

(SEAL)

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

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Finance Director Time: \_\_\_\_\_

**CAMDEN COUNTY**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairman Time: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Karen Davis  
Clerk to the Board

(SEAL)

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

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Finance Officer Time: \_\_\_\_\_

**PASQUOTANK COUNTY**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairman Time: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Lynn B. Scott  
Clerk to the Board

(SEAL)

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

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Finance Officer Time: \_\_\_\_\_



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Board Appointments**

**Item Number:** 7.A  
**Meeting Date:** July 05, 2022  
**Submitted By:** Amber Curling,  
Planning & Zoning  
Prepared by: Karen Davis

**Item Title**                      **Planning Board**

**Attachments:**

**Summary:**

It is the request of Planning staff that Roger Lambertson be appointed to the Planning Board.

**Recommendation:**

Approval.



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Board Appointments**

**Item Number:** 7.B  
**Meeting Date:** July 05, 2022  
**Submitted By:** Nekia King,  
Social Services  
Prepared by: Karen Davis

**Item Title** Department of Social Services Board

**Attachments:**

**Summary:**

It is the request of staff that Monique Chamblee be reappointed to the DSS Board.



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Board Appointments**

**Item Number:** 7.C  
**Meeting Date:** July 05, 2022

**Submitted By:** Sarah Hill,  
Dismal Swamp Welcome Center  
Prepared by: Karen Davis

**Item Title** **Tourism Development Authority Board**

**Attachments:**

**Summary:**

It is the request of staff that Dismal Swamp State Park Superintendent Adam Carver be reappointed to the TDA Board.

**Recommendation:**

Approval.



## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Board Appointments

**Item Number:** 7.D  
**Meeting Date:** July 05, 2022

**Submitted By:** Karen Davis, Clerk to the Board  
 Board of Commissioners  
 Prepared by: Karen Davis

**Item Title** NCACC Annual Conference & Legislative Goals Conference  
 Voting Delegate

### **Attachments:**

#### **Summary:**

The NCACC 115<sup>th</sup> Annual Conference Business Session will be held in Cabarrus County on Saturday, August 13, at 2:00 p.m. Each county will be entitled to one vote on items that come before the membership, including the election of the NCACC Second Vice President.

The NCACC Legislative Goals Conference will be held November 16-17, 2022 in Wake County. Delegates will vote on the slate of goal proposals that have been thoroughly vetted with the final slate of proposals to be brought before the Association's membership in November.

In order to facilitate the voting process, each county is to designate one voting delegate (*and also may assign one alternate voting delegate*).

#### **Recommendation:**

Appoint a voting delegate and an alternate for the Annual Conference and Legislative Goals Conference.





**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

<b>Item Number:</b>	8.A
<b>Meeting Date:</b>	July 05, 2022
<b>Submitted By:</b>	Karen Davis, Clerk to the Board Board of Commissioners Prepared by: Karen Davis
<b>Item Title</b>	<b>BOC Meeting Minutes - June 6, 2022</b>
<b>Attachments:</b>	bocminutes_060622 (DOCX)

**Camden County Board of Commissioners**  
**June 6, 2022**  
**Closed Session – 6:00 PM**  
**Regular Meeting – 7:00 PM**  
**New Camden Public Library Boardroom**  
**118 Hwy 343 North**

**MINUTES**

A Regular Meeting of the Camden County Board of Commissioners was held on June 6, 2022 in the boardroom of the New Camden Public Library in Camden, North Carolina.

**CALL TO ORDER**

The meeting was called to order by Chairman Ross Munro at 6:00 PM. Also Present: Vice-Chair Tiffney White, Commissioners Tom White, Clayton Riggs and Randy Krainiak. Administration Staff Present: County Manager Ken Bowman and Clerk to the Board Karen Davis. County Attorney John Morrison was present for the 7:00 Regular Meeting.

**CLOSED SESSION**

**Motion to go into Closed Session to discuss personnel and economic development.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Clayton Riggs
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

**Motion to recess out of Closed Session.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Tiffney White
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

At 7:00 PM the Chairman reconvened the Board of Commissioners.

**INVOCATION & PLEDGE OF ALLEGIANCE**

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

**ITEM 1. CONSIDERATION OF AGENDA**

The agenda was amended to add the Commerce Park Property Sale Public Hearing to the Consent Agenda as Item 9.N.

**Motion to approve the agenda as amended.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Tiffney White
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

**ITEM 2. CONFLICT OF INTEREST DISCLOSURE STATEMENT**

Clerk to the Board Karen Davis read the Conflict of Interest Disclosure Statement.

**ITEM 3. PUBLIC COMMENTS**

Deborah Penwell of South Mills shared the following remarks:

July 11th, 2017 I sat with my 6 month old daughter, husband, son, and dozens of other Camden residents as a new county administration complex was discussed. The vast majority of residents were adamantly against a new building and felt money needed to be put towards a new school. In January, March, and September of 2019 I attended joint meetings with the board of education and county commissioners and at all of the meetings it was discussed by the BOE about the need for a new school. Studies were completed and indeed, all of our schools were at or over capacity. But again, we were no closer to a new school because the County Commissioners were not ready to pursue the project. On January 6th, 2020 I spoke at a commissioner meeting requesting that you please pursue a new school and not an administrative complex. June 1st, 2020 the commissioners voted to finally put the high school project on a ballot for the citizens to decide. Fall of 2020, a plan was approved to begin the administrative complex, starting with the library first. On November 2, 2020, a development of over 575 new homes was approved. On November 3, 2020 over 70% of the county voted yes to the bond referendum allowing the county to proceed with building a new high school. In 2021 a 13 cent tax increase was implemented to cover the cost of the school, even though the cost of the new project was unknown. May 12, 2021 my son and I took part in the Ground Breaking ceremony for the new high school...it felt like things were finally going to happen. And then they didn't.

April 26, 2022 the school board was awarded additional grant funding that they had applied for during the winter, bringing the total to \$40,000,000 in grant funding available towards this project. Instead of being able to hit the ground running, we were told the beginning of May 2022 that the site we had broken ground on literally a year earlier wasn't suitable and a new site would need to be purchased.

I stand before you tonight, in a new library that came in over budget in a building that one commissioner was quoted as saying "is setting the bar for what a small county library should be." My daughter is no longer 6 months old, she is 5 years and 6 months old. She will be starting Kindergarten in August. She could very possibly be in a trailer that is 18 years old with no bathroom or running water. Hundreds of homes have been approved over the last few years. My son will be starting 7th Grade in August. I am

beginning to lose hope that he will be a student in the new building. There is no perfect site that has perfect soil and is ready to build. They will all need work. I would hate for us to spend more money on additional land, that will STILL need work before getting started. I am BEGGING you to speedily start this high school. The students are here. Our buildings are out of space. They need adequate classrooms now, not 5 years from now. I can't help but think that this project continues to be pushed back while other projects that don't serve the 1,894 students that the school serves on a daily basis are completed! They should have the opportunity to benefit from a school that "Should set the bar for what small county schools should be."

Joseph "Butch" Flythe offered a prayer for unity.

Jeanie Bundy questioned why the County Manager's name is listed on the sign of the property that is being considered for the site of the new high school. Mr. Bowman explained that Mr. Williams contacted the County and requested assistance with marketing the property as Economic Development property. The County did not have an Economic Developer on staff at that time. The sign has been at that site for about two years.

#### ITEM 4. PRESENTATIONS

- A. Special Recognition – Chairman Ross Munro expressed appreciation to County Manager Ken Bowman for his service and devotion while serving as County Manager for Camden over the last nearly five years. Mr. Bowman was presented a plaque on behalf of the citizens of Camden, County staff and the Board of Commissioners.
- B. Regional Advisory Council Report – Mrs. Gwen Wescott was unable to attend and give this report.
- C. Tourism Development Authority – Tourism Development Authority Chair Sarah Hill gave an update on the new Camden County signage to be placed along the following locations:
  - US 17 North near Main Street
  - US 17 South near the Virginia line
  - US 158 West / NC 34
  - US 158 East near Country Club Road

## D. South Mills Volunteer Fire Department – Chief Tommy Banks gave the following presentation:

South Mills Volunteer Department, Inc., Update from Chief Banks  
Camden County Board of Commissioners Meeting, June 6, 2022

### Purposes:

1. Provide update to the Camden County B.O.C. and county residents regarding general department operational items and anticipated upcoming needs.
2. Provide clarification concerning various items of public interest regarding the department.
3. Share concerns and offer recommendations which may help the department to continue to serve and protect the citizens of Camden County.

### General Operational Items

#### Departmental Data, as of June 1, 2022

- o Membership: 44 volunteers, including 10 within our Junior Fire Fighter Program
- o Department's Board of Directors (\*-elected; #-Chief's designee):
  - o Fire Chief (1)\*
  - o Assistant Chief (1)#
  - o Battalion Chiefs (2)#
  - o Captains (2)\*
  - o Lieutenants (3)\*
  - o Secretary/ Treasurer (1)#
  - o Safety Officer (1)#
- o Recognized as a 401(3)(c) non-profit corporation by the IRS
- o Contracted by Camden County to provide fire and rescue services within the South Mills Township
- o Department is inspected by the NC Department of Insurance every 5 years.

1

- o Over the last 10 years we have worked to improve our departmental rating by adding equipment, increasing the number of training opportunities available to our members, and many other items. In addition, improvements at Pasquotank Central Communications has also helped lower our rating. This results in lower insurance premiums for all South Mills Residents.

#### Current Fleet:

- o 3 Class A Pumpers
- o 1 Heavy Duty Rescue Pumper
- o 2 Brush Trucks
- o 1, 3500-gallon tanker
- o 2, Drones which provides support and helps to assist with mitigation of various types of incidents

#### 2021 – By the Numbers

- o Responded to 170 calls for assistance as dispatched by Pasquotank Central Communications
  - o Approximately 65% of these calls were related to rescue events (motor vehicle crashes, for example)
- o Commitment of our Volunteers
  - o Logged over 400 hours of "on scene" time
  - o Members totaled over 2,500 training hours
- o Celebrated 75 years in service to our Citizens; started in 1946
  - o The department, like our community, has grown through the years and are proud to be able to continue to provide the service needed

2

### Items of Public Interest

#### Social Media

- o The Department utilizes various social media platforms as our primary means of communicating with the general public
  - o Call 9-1-1 for all requests for emergency assistance as soon as possible!
  - o Facebook: South Mills Fire Department: Typically, this is the best method to utilize to contact the department.
- o Social Media platforms NOT utilized to share specific information regarding emergency or non-emergency call
  - o We will not have pictures or other information regarding incidents out of respect for everyone's privacy.
- o Accuracy of the general public's social media posts on the Department page(s) should always be questioned. If someone has specific concerns or questions, please contact Chief Banks.

### Departmental Concerns / Recommendations

#### Development and Growth within Camden County

##### Water Supply

- o Water supply and water pressure has been an area of concern for many years. Our insurance rating score is partially based on our available water supply for firefighting operations. We typically score low in this category. Our score was only improved slightly following Camden County's assistance with water capacity.
- o South Mills Water Association's Board of Directors have recently shared their concerns regarding the memberships' abilities to continue to meet the demands, especially with continued growth. All resident members of the South Mills Water Association are encouraged to attend the upcoming meeting to discuss these

3

concerns and to be able to voice their concerns and participate in the vote regarding the future of the Association.

#### County Development

- o Various opinions regarding development. SMVFD supports smart growth as landowners have the right to develop their property. We are not against development; however, we would like to see changes made to ensure that development is handled in a way that improves our community and does not burden our services and resources.
  - o New developments do yield new Volunteers! Many of our current Volunteers come from development, people who want to serve and make our community better. Overall, we receive a great deal of support from the community and this support seems to have increased as our community grows.
- o Consideration of Unified Development Ordinance Revision
  - o Current UDO does not seem to address concerns expressed by the Department regarding fire protection issues and other County services.
    - Increase minimum lot size to one acer should be one consideration
    - Homes built on concrete slab foundation is concerning based on minimum height most areas are located regarding sea level
- o Technical Review Board
  - o It doesn't seem the input of various County department heads who are asked to provide comments on proposed developments are fairly considered during the planning / approval process.

4

**EMS Services**

- EMS services currently provided by contract with Pasquotank County
  - Contract stipulates Camden County will be staffed with We pay for two ambulances, 12 hours a day, every day of the week.
    - Station 14 (South Mills): EMS units are housed from 7am to 7pm
    - Station 12 (Camden): EMS unit housed from 9am to 9pm
    - Other hours EMS unit must travel from other locations, typically within Elizabeth City.
  - Community growth seems to suggest more coverage is required.
    - 24-hour coverage within Camden County would cut response times and allow more prompt emergency response
    - Current shortage of Paramedics along with the level of care which is currently being provided by Pasquotank - Camden EMS has seemed to decrease in recent years
    - We, as leaders in our County, should meet to discuss and look to address these current issues
    - Current contract term will expire in two years; we should be making plans now to increase the service which our growing community needs

Thank you for the opportunity to provide this information to you.  
Tommy Banks, Chief

5

Jeannie LeFrancois of South Mills spoke concerning data she has received from the National Weather Service in regard to stormwater events that have taken place in Camden County over recent years. She made herself available to provide further information as needed.

### **South Camden Water & Sewer District Board of Directors**

The Chairman recessed the Board of Commissioners and called to order the South Camden Water & Sewer District Board of Directors Meeting.

Public Comments – None

Consideration of the Agenda

**Motion to approve the agenda as presented.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Clayton Riggs
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

**New Business**

**A. Monthly Report – Chuck Jones**

South Camden Water & Sewer Board				
Monthly Work Order Statistics Report				
Period: April 2022				
	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
Water/Distribution	81	81	100%	0
Sewer/Collection	1	1	100%	0

New Services installed: 5

Locates:

Water Line: 74

Sewer Line: 13

Water & Sewer, same ticket: 4

Hydrant flow test: 0

Public Works Director Notes/Comments:

Ten work orders have been reviewed for accuracy.

Water treated at the water treatment plant in April: 15 880 820 gallons

Daily average water usage for April: 529 361 gallons

Current treatment capacity at the water treatment plant: 720 000

**2022 High Service Pump Flows**

Month	Monthly Total	Average Daily Use
January 2022	13,953,480	.450,112
February 2022	12,060,970	.430,749
March 2022	15,633,430	.504,304
April 2022	15,880,820	.529,361
May 2022		
June 2022		
July 2022		
August 2022		
September 2022		
October 2022		
November 2022		
December 2022		
Yearly Totals		

SOUTH CAMDEN WATER & SEWER DISTRICT MONTHLY WATER REPORT																
month	active meters	work orders	locates	new serv	gallons sold meters water	tap fees	total collected	gallons sold meters sewer Core	sewer collected	sewer cust Core				gallons sold meters sewer S. Mills	sewer collected S. Mills	sewer cust S. Mills
2021																
January	2,229	102	107	1	14,409,048	\$8,000.00	\$129,184.92	527,020	\$7,987.76	54				291,760	\$3,098.79	
February	2,232	87	108	3	12,472,543	\$28,000.00	\$160,585.13	551,050	\$8,593.99	54				228,970	\$3,738.52	
March	2,240	86	152	1	12,047,251	\$12,000.00	\$150,411.28	503,510	\$8,656.06	54				208,440	\$3,597.83	
April	2,251	65	139	5	14,759,968	\$66,833.00	\$192,635.30	565,960	\$9,257.62	54				201,240	\$3,348.69	
May	2,256	88	115	2	15,271,509	\$4,000.00	\$141,268.11	617,470	\$9,195.13	54				322,120	\$3,572.33	
June	2,261	101	92	2	15,376,790	\$4,000.00	\$153,214.83	523,050	\$9,215.37	54				261,700	\$3,274.74	
July	2,272	87	104	0	14,246,240	\$98,967.00	\$243,922.11	500,330	\$9,368.09	54				236,290	\$3,936.63	
August	2,276	89	125	4	17,838,990	\$4,000.00	\$139,706.73	531,930	\$7,445.29	54				455,480	\$4,238.87	
September	2,283	120	92	3	13,813,320	\$16,000.00	\$174,303.27	619,170	\$7,978.48	54				418,660	\$3,268.90	
October	2,287	95	81	0	14,815,201	\$0.00	\$127,114.75	1,196,860	\$9,904.44	54				315,360	\$3,746.87	
November	2,293	72	39	2	13,763,517	\$3,500.00	\$145,643.68	770,130	\$16,643.68	54				264,430	\$6,370.61	
December	2,298	86	58	0	13,930,906	\$0.00	\$145,160.49	761,500	\$12,600.22	54				286,870	\$4,002.82	
2022																
January	2,298	90	108	0	13,739,659	\$4,000.00	\$136,306.83	555,880	\$11,704.03	55				244,676	\$3,781.90	
February	2,299	108	82	0	12,108,415	\$2,500.00	\$135,512.42	589,080	\$9,851.08	55				234,674	\$3,980.47	
March	2,275	90	77	1	12,047,251	\$65,667.00	\$194,073.56	503,510	\$7,234.28	54				237,641	\$3,557.94	
April	2,320	82	91	5	22,574,098	\$8,000.00	\$117,609.55	716,960	\$10,988.75	54				257,949	\$3,588.01	



SOUTH CAMDEN WATER & SEWER BOARD											
MONTHLY WATER STATISTICS REPORT											
Date	Work Orders Submitted	Percentage Complete	Uncompleted	Water/Distribution	Sewer/Collection	Water Locates	Sewer Locates	Water/Sewer Locate	Hydrant Flow T	New Svc Installed	
2021											
April	65	100%	0%	65	0	92	28	19	0	5	
May	88	100%	0%	88	0	90	8	17	0	2	
June	101	100%	0%	96	5	63	17	12	0	2	
July	87	100%	0%	85	2	83	14	7	0	0	
August	89	100%	0%	88	1	105	19	1	0	2	
Sept	120	100%	0%	119	1	77	15	0	0	3	
Oct	95	100%	0%	93	0	64	15	2	0	0	
Nov	72	100%	0%	72	0	37	0	2	0	2	
Dec	86	100%	0%	85	1	43	8	7	0	0	
2022											
Jan	90	100%	0%	89	1	96	6	6	0	0	
Feb	108	100%	0%	108	0	73	5	4	0	0	
March	90	100%	0%	89	1	64	7	6	0	1	
April	82	100%	0%	81	1	74	13	4	0	5	

2022 SMWA USAGE												
Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	144,900	172,000	140,200	153,634								
2	144,900	139,600	125,000	153,633								
3	159,600	151,000	130,600	153,633								
4	161,500	162,167	149,000	161,200								
5	131,500	162,167	149,000	153,700								
6	136,200	162,167	149,000	124,800								
7	130,734	46,500	143,600	141,800								
8	130,733	35,800	144,900	149,000								
9	130,733	32,300	120,400	149,000								
10	66,220	35,300	153,900	149,000								
11	34,500	36,634	138,434	145,000								
12	25,500	36,633	138,433	149,300								
13	129,800	36,633	138,433	146,500								
14	41,467	138,500	146,600	135,300								
15	41,467	140,500	95,600	163,100								
16	41,466	131,000	202,400	163,100								
17	4,280	35,300	138,100	163,100								
18	40,300	3,844	149,700	142,600								
19	105,400	3,843	149,700	141,200								
20	109,000	3,843	149,700	136,700								
21	156,234	38,200	140,500	132,400								
22	156,233	40,500	142,100	180,700								
23	156,233	165,900	121,500	180,700								
24	139,400	133,500	118,400	180,700								
25	126,300	136,634	150,334	178,800								
26	145,200	136,633	150,333	160,600								
27	87,590	136,633	150,333	145,500								
28	151,867	138,000	142,400	161,500								
29	151,867		136,300	139,650								
30	151,866		122,600	139,650								
31	166,100		148,200									
TOTAL	3,499,090	2,591,731	4,375,700	4,575,500								
Average	112,874	92,562	141,152	152,517								
Maximum	166,100	172,000	202,400	180,700								

**Motion to approve the monthly report as presented.**

**RESULT:** PASSED [5-0]  
**MOVER:** Ross Munro  
**AYES:** Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

**Motion to adjourn the South Camden Water & Sewer Board of Directors.**


**RESULT:** PASSED [5-0]  
**MOVER:** Ross Munro  
**AYES:** Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

The Chairman adjourned the South Camden Water & Sewer Board of Directors and reconvened the Board of Commissioners.

**ITEM 5. PUBLIC HEARINGS****A. Proposed FY 2022-2023 Budget****Motion to open the public hearing for the Proposed FY 2022-2023 Budget.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Tom White
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

County Manager Ken Bowman presented the Budget Message and Proposed FY 2022-2023 Budget.

 <p style="text-align: center;"><b>CAMDEN COUNTY</b> Bounded Opportunities.</p> <p style="text-align: center;"><b>FY 2022-2023 Budget Message</b></p> <p>May 16, 2022</p> <p>To: The Camden County Board of Commissioners Ross Munro, Chairman Tiffney White, Vice Chair Randy Krainiak, Commissioner Tom White, Commissioner Clayton Riggs, Commissioner</p> <p>Pursuant to my responsibility as County Manager and Budget Officer, I respectfully submit for your consideration the Camden County Fiscal Year 2022-23 Annual Budget scheduled to begin on July 1, 2022 and end on June 30, 2023. This budget represents the combined efforts of County Staff to act a financial course of action to serve our supporting public while implementing the directions and desires of the Governing Body. The goal is to meet the County's basic needs in core operations and address as many capital improvements as financially feasible. One of the critical purposes of this document is to encourage open dialogue, ask questions, and public deliberation as it relates to how citizen tax dollars can best be used to serve the community. This budget has been prepared in accordance with the provisions of General Statute 159-11, the Local Government Budget and Fiscal Control Act.</p> <p>As required, all funds within the budget are balanced along with all anticipated revenue and expenditure estimates being identified for Fiscal Year 2022-23. Notice of this submission will be given to the news media and the public, and a public hearing will be scheduled at the County's called meeting on June 6, 2022 at 7:00 p.m.</p> <p>Undoubtedly, the budget process is the single most important accomplishment of the governing board and the staff annually. The absence of significant findings from the auditors over the last 4 years has affirmed the quality of work done during this yearly task demonstrating the high level of financial management adhered to by the County. As the County has weathered the challenges of the pandemic well over the past twenty-four months, it is now clear there are other new challenges which must be prepared for as the local, regional and national economies move forward.</p> <p>While Camden County continues to perform well with stable revenue growth, the next twenty-four to thirty-six months will determine how the County will be positioned for the long term.</p> <p style="text-align: right;">1</p>	<p>As I mentioned last year, the County has been experiencing growth before and during the COVID-19 Pandemic. Camden was experiencing significant residential growth and there are other projects that continued to move forward in the Commerce Park. The pandemic impacted these projects to some degree but did not stop them from moving forward. While the last budget cycle was one of reducing expenditures and expected revenue declines, this new fiscal year budget is one of conservative projections brought about by population growth and new construction throughout the County. During the budget process, it was clear everyone was committed to working together to accomplish this difficult process knowing departments wouldn't get all funding requested.</p> <p>The population of Camden County is continuing to grow as reflected by the current census. This is a result of many positive factors our County possesses such as the availability of land, quality schools, and low crime rate. All of these and many more are key factors for attracting many young families with children to both new residential construction and resale of existing homes. This is reflected by home values within the region seeing significant increases based on the availability of new and existing homes. This year the County is undergoing a revaluation which will provide everyone with a better idea of how the market will adjust to the current trends. At this time, the real estate market is better than it has been for many years with houses selling quickly at or above asking prices. The Federal government is also starting to raise interest rates in an attempt to slow the inflation. Unfortunately, it is still a challenge to address all of the needs of a growing community. It is anticipated the growth will sustain at or near current levels or perhaps slightly decline depending on how well the national economy does.</p> <p>I would like to point out a couple of significant items of interest. Throughout the entire year, although there were reduced opportunities to visit in person, there were no reductions in service. All departments continued to adapt their operations to the changing environment while continuing to perform their daily functions and provide quality service to all Camden citizens. Second, the leadership never considered reducing staff. Every staff member of Camden County is extremely valuable and a great asset to the county. They adjusted quickly to the "new normal" without hesitation while continuing to meet the needs of the community.</p> <p>As I pointed out last year, the full financial impacts of the pandemic have yet to be felt, since revenue is always a few months behind. There may be some lost revenues but it is difficult to project how much at this time. In the meantime, all budgeted capital expenditures have been frozen as of May 20<sup>th</sup> save for those funded through grants.</p> <p>A copy of the proposed budget will be placed on file with the Clerk to the Board and will be available for public inspection during normal business hours within 10 days prior to the June 6<sup>th</sup> public hearing. A copy of this document is also available on Camden County's website.</p> <p>While developing the budget the following key activities were taken into consideration:</p> <ul style="list-style-type: none"> <li>• Continue to minimize the financial impact of county operations on its citizens through mindful budgeting and careful expenditures.</li> <li>• Fund Capital goals as indicated in the Capital Improvement Plan.</li> <li>• Maintain a reserve fund balance in accordance with the financial policies outlined and</li> </ul> <p style="text-align: right;">2</p>
---	---

Attachment: bocminutes\_060622 (3324 : BOC Meeting Minutes - June 6, 2022)



adopted in Resolution 2007-05-04.

- Continue to provide outstanding government services at all levels.

#### Revenues

The above goals for FY2022-23 were balanced with expected revenues with the intent of minimizing the use of the General Fund Balance to support operating expenses. Revenues are generally related to expected economic growth within the County and the State. There are positive economic indicators including low unemployment and strong consumer confidence. Property Tax values appear to be above 1% expected growth minimizing the impact of reduced sales tax collections on total revenues for the FY2022-23 budget.

Below is a listing of the major General Fund projected revenues.

Ad Valorem Tax	\$7,743,740
Local Option Sales Tax (Art. 39)	\$650,000
Vehicle Tax	\$825,896
Franchise Tax	\$650,000
Medicaid Hold Harmless	\$500,000
Article 40 Tax	\$350,000
Article 42 Tax	\$200,000
Special Revenue Fund (CRF for Debt Payment)	\$187,262
From School Reserve Fund (Debt Payments, Capital Outlay)	\$982,806
Solid Waste Fee	\$310,000

#### Expenditures

With a few exceptions, county departments continued to hold the line on expenditures. However, non-departmental expenditures are increasing. Non-departmental contributions such as School Funding, Emergency Medical Services (EMS), Emergency Management and Health Services are major appropriations. Other increased appropriations include Forestry, Social Services, and Solid Waste / Recycling. These increases in annual expenditures continue to be higher than increases in annual revenues for FY 2022-23. Continuing to fund operational expenditures with fund balance will quickly have a detrimental effect on general fund balance.

The County's fund balance should be carefully invested within our county to foster economic growth and quality of life without burdening the taxpayers as available. While it is imperative to keep our responsible fiscal policies intact by supporting operational expenditures with operational revenues, we are in a position to use a portion of fund balances restricted for capital investment to address fitting County buildings and critical infrastructure as well as community projects that are important to our citizens such as Community Parks and recreational projects. Funding Capital Improvement Plan projects is vital to the success of these goals.

Compared to the FY 2021-22 General Fund budget of \$14,041,485, the proposed FY2022-23 proposes \$15,324,997.49 which represents an increase of \$1,283,512.49.

The FY2022-23 proposed general fund budget is balanced with \$990,232.27 in fund balance to finance County operational expenses. The FY2021-22 proposed general fund budget was

3

balanced with \$440,796 in fund balance to finance County operational expenses.

#### Departmental Appropriations

Below is a list of some of the major Departmental expenditures proposed for FY2022-23.

Governing Body	\$107,060
County Administration	\$277,822
Elections	\$158,809
Finance Department	\$260,691
Personnel	\$115,744
Tax Department	\$512,922
Legal	\$40,000
Register of Deeds	\$273,043
Planning Department/Inspections	\$645,366
Public Works/Building & Grounds	\$588,454
Sheriff & SRO	\$2,445,693
Extension	\$184,439
Recreation	\$325,613
Senior Center	\$211,806
Solid Waste	\$790,015
Non-Departmental	\$236,525
Economic Development	\$145,911
Capital Outlay/Debt Service	\$1,079,556
Library	\$179,387
JCPD	\$79,168
Soil & Water Conservation	\$85,000

#### Special Appropriations

In the FY2022-2023 proposed budget, Special Appropriations expenditures total \$6,362,229.49 or 42% of total General Fund expenses. The county is required by contract to commit the funds budgeted for Emergency Medical Services, Emergency Management and Forestry. The list below highlights some of the major Special Appropriations proposed for FY2022-23.

School Current Expense	\$7,800,000
School Capital Outlay	\$455,878
Presopoulis/Camden EMS	\$630,750
Central Communications/Emergency Mgmt.	\$361,313
College of the Albemarle	\$45,000
Albemarle District Jail	\$337,000
Department of Social Services	\$427,924
CH & S Fire Commission	\$278,505
South Mills Fire Commission	\$176,202

#### General Fund

The Fiscal Year 2022-2023 proposed budget has the General Fund's tax rate of \$0.88/\$100 of valuation.

As mentioned earlier, projections on revenues this year have been especially difficult due to the

4

pandemic. We have taken a practical approach of reducing these revenues from the proposed budget out of caution. We have also not taken any steps to reduce revenues to the point requiring furloughs or reduction in services with accompanying reductions in force.

#### Major Concerns

The County leadership needs to remain focused on the area of economic development as a key to increasing revenues, expanding and diversifying the tax base, and making the wastewater system financially self-supporting. Significant progress has been made on the IHWY 158 corridor and the planned expansion of the water and wastewater system.

Continue to monitor revenue generated from the land transfer tax which is the major funding mechanism for the County Capital Reserve Fund. Without a steady flow of sustainable revenue, the County will not be able to take on new Capital Improvement Projects (CIP) or adequately fund the debt service obligations for already-completed projects.

In addition, during FY 2021-22, the County contributed approximately \$405,878 to the School District for capital improvements and \$2,600,000 for operating expenses utilizing tax revenue and a significant contribution from fund balance. The proposed FY 2022-23 budget has increased the county portion by \$200K bringing the total to \$2,800,000 for current operating expenses and increased the capital improvements by \$50K bringing the total to \$455,878.

#### Other Program Goals

##### Community Park Trust Fund

The Community Park Trust Fund (CPTF) FY2022-23 budget includes funding for Park Maintenance Capital needs. The county pursued grant funding for repairs and upgrades to One Mill Park, located in the southern end of the county. Recently the county was notified they had been selected to receive \$100K to assist with the repairs and upgrades to the boat ramp and surrounding bulkhead repairs at the One Mill Park location.

##### Capital Reserve Fund

The revenue for this fund comes from the \$0.01 land transfer tax which is levied on all land sales. Due to outdated and failing infrastructure within County buildings, funds are included to continue planning for a County Office Building / Campus complex that would replace the current structures. These new buildings will combine the Administration, Tax, Planning, and Water/Sewer departments. At this time the County has decided to build the Campus in Two Phases starting with the construction of the new Library, which includes a Community Activities Room with seating for approximately 100 people, and a Board Room for Commissioners and other boards to meet. The location for the Administration Campus is across the street from the historic courthouse.

##### School Capital Reserve Fund

The School Capital Reserve Fund is currently funded by restricted sales tax. During 2018-2019 the County committed to supporting the school system's need for a new High School by submitting a joint application for \$15 million in grant funds. The total grant awarded is for \$12.3 million requiring a \$2.7 million match from the County. The citizens voted during the November 2020

5

election cycle to approve a bond referendum for borrowing up to \$33 million from the USDA to fund the construction of the new high school. Recently the School Board and the Board of Commissioners submitted a new application to the Department of Public Instruction (DPI) in Raleigh for an additional grant to help offset the rising cost of construction for the new high school. They were overjoyed when they received word from DPI their request was approved for an additional grant of \$ 27M bringing the overall total of grant funding to \$40M.

#### RECOMMENDATION

The total of recommended General Fund expenditures is \$15,324,997.49.

The projected revenues total \$14,334,765.22 for the General Fund at the present tax rate of \$0.88.

After receiving departmental requests, budget & finance, the FY2022-23 proposed general fund budget is balanced with \$990,232.27 in fund balance to finance County operational expenses. The FY2021-22 proposed general fund budget was balanced with \$440,796 in fund balance to finance County operational expenses. The only way to reduce expenditures further without reducing services is by removing / reducing staff personnel, 2% Cost of Living increases, and the limited Capital Improvements. It should be noted that a number of IT upgrades and improved efficiencies were realized during the current FY thanks to the receipt of CARI's and American Relief Act (ARP) funds from the Federal Government. This influx of funds helped to offset the necessary requirement to purchase hardware using the County general funds.

Using funds from our unallocated General Fund Reserve to balance the budget is a practice that the county has tried to avoid in the past but has had to rely on in recent years. Paying for current operating expenses from a savings account meant for emergencies and strategic capital expenditures is not a good financial practice, and I would highly recommend against it.

#### FY 2022-23 Budget Summary

The Management Team brought me a conservative set of budget requests that allowed for the continuation of excellent services. This budget also provides for limited capital improvements and equipment necessary to continue services in a manner that is efficient and safe. Finally, this budget provides for a plan this year while keeping in mind the challenges we face in future years; challenges such as the construction of a new administration campus, a new high school, expanding broadband, a new fresh water well, increased manning in the Sheriff's Office, and waste water sewer lines extensions. Although some of these plans do not have a specific funding source we are still mindful of them while putting together this year's budget.

The strain on revenues and our desire to maintain the current service level has made for very conservative budgets during the last five years. Based on your guidance, the Management Team has once again done a terrific job keeping expenses as low as possible in order to provide for a responsible and balanced budget. Again, I want to emphasize that Camden County is in good financial condition. Our fund balance in the General Fund continues to remain healthy even during these very turbulent times.

I appreciate the opportunity to have worked with you to prepare this budget as you continue to serve the citizens of Camden County. As public officers, we have been given the task of protecting the rights, needs and desires of the constituents. The staff believes this task has been achieved and

6

respectfully submits to you the FY2022-23 Budget.

Respectfully submitted,

*Kenneth Bowman*  
KENNETH BOWMAN  
Budget Officer/County Manager

7



# **FY 2022-2023 Budget**

## **Schedule of Changes Per Budget Work Sessions**

The Budget Officer's Proposed Budget has been accepted by Board of Commissioners with the following exceptions:

<b>General Fund</b>					
<b>Date</b>	<b>Item</b>	<b>Submitted</b>	<b>Change</b>	<b>Proposed</b>	
10/5/00	Sheriff's Salaries	51,139,537	45,000	1,094,537	Decrease/BOC
	Capital Outlay - Vehicles	140,843	46,843	94,000	Decrease/BOC
	Budget for SPCA	35,000	5,000	30,000	Decrease/BOC
10/6/00	Budget for Albemarle United Way	1,000	1,000	0	Decrease/BOC
	Budget for Highway 17	2,000	2,000	0	Decrease/BOC
	Budget for School Capital	540,411	84,533	455,878	Decrease/BOC
	Budget for School Operating	3,188,337	358,337	2,800,000	Decrease/BOC
	Budget for Albemarle Food Bank	2,000	2,000	0	Decrease/BOC

1

## **Ordinance No. 2022-06-01 AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF CAMDEN COUNTY, NORTH CAROLINA, RELATING TO THE FY 2022 – 2023 BUDGET**

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF CAMDEN COUNTY, NORTH CAROLINA:

### **ARTICLE I. BUDGET ORDINANCE**

This Budget Ordinance per G.S. 159-13 hereby incorporates, in its entirety, this Budget for the County of Camden for FY 2022-2023, adopted by the Board of Commissioners on June 6, 2022. Said Ordinance may hereafter be referred to as the "Budget Ordinance". The levy of the county-wide Tax Rate(s) and Fees affecting any and all county managed Funds will accompany and be adopted simultaneously with this Budget Ordinance unless amended per G.S. 159-15.

### **ARTICLE II. GENERAL FUND**

**SECTION 1 – Appropriations:** The following amounts are hereby appropriated in the General Fund for the operation of county government and its activities for the fiscal year beginning July 1, 2022 and ending June 30, 2023 in accordance with the Budget Ordinance and the chart of accounts heretofore established for this county.

Governing Body.....	\$107,060
County Administration.....	277,822
Elections.....	158,809
Finance.....	260,691
Personnel.....	115,744
Tax Supervisor.....	512,922
Legals.....	40,000
Register of Deeds.....	273,043
Planning.....	337,593
Inspections.....	307,773
Economic Development Commission.....	145,911
Building & Grounds.....	462,076
Sheriff.....	2,232,312
School Resource Officer (SRO).....	213,381
Jury Commission.....	96
Court Facilities.....	33,040
Public Works Administration.....	126,378
Traffic.....	3,560
Solid Waste.....	790,015
Public Health.....	129,740
Extension.....	184,439
County Public Library.....	179,387
Parks & Recreation.....	325,613
DDIP (JCPC).....	79,168

FY 2022-2023 Budget

Page 1

Senior Center.....	211,806
Post-Employment Benefits.....	13,308
Non-Departmental.....	236,525
Soil/Water Conservation.....	85,000
Capital Outlay/Debt Service.....	1,079,556
Special Appropriations:	
Albemarle Commission.....	7,500
EMS.....	630,750
Conservation/Forestry.....	70,365
RC&D.....	750
Central Communications.....	332,408
Emergency Management.....	28,905
S. Camden Water & Sewer.....	231,439
Special Funding.....	1,800
CH&S Fire Commission Four Cents.....	278,505.36
South Mills Fire Commission Four Cents.....	176,201.91
Social Services.....	427,924
Schools – Contribution to Capital Reserve.....	455,878
Schools – Current Expense.....	2,800,000
New High School Operating Expense.....	365,299.22
Albemarle Hopeline.....	3,000
College of the Albemarle.....	45,000
Revaluation Fund.....	2,000
Camden Food Pantry.....	2,500
Camden Museum.....	1,000
Friends of the Diamond Swamp.....	1,000
Alb. Dist. Jail Operations.....	337,000
Rural Ready Grant Match.....	100,000
4-H Insurance.....	53,004
Albemarle Tidelands Retiree.....	10,000
Contingency.....	40,000

**TOTAL GENERAL FUND \$15,324,997.49**

**SECTION 2 – Revenues:** It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

<b>Ad Valorem and Vehicle Taxes:</b>	
Budget Year.....	\$8,569,636
Prior Years Summary.....	546,500
Penalties and Interest.....	40,000
House Bill 1779.....	100
<b>Other Taxes and Licenses:</b>	
State 1 cent Sales Tax.....	650,000
Local Sales Tax - Art. 40.....	350,000
Local Sales Tax - Art. 42.....	200,000
Local Sales Tax - Art. 44.....	100

FY 2022-2023 Budget

Page 2

Attachment: bocminutes\_060622 (3324 : BOC Meeting Minutes - June 6, 2022)

**ARTICLE XVI. CODE ENFORCEMENT REVOLVING FUND**

The following amounts are hereby appropriated in the Code Enforcement Revolving Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Demolition Expenses.....	\$29,600
Fee Collection.....	3,000
Fund Balance Appropriated.....	26,600
	\$29,600

**ARTICLE XVII. STORMWATER MANAGEMENT UTILITY FUNDS**

At the May 5, 2014 Board of Commissioners meeting Ordinance No. 2014-05-01 was approved. This Ordinance established the South Mills Watershed, the Sawyer's Creek Watershed, the North River Watershed and the Shiloh Watershed and the parcel fee rates relating to each watershed. Any changes to the fee schedule will be adopted simultaneously with this budget ordinance. The billing and collection will be in the same manner as property taxes.

The following amounts are hereby appropriated for funding the programs designed to protect and manage water quality and quantity in the **South Mills Watershed Fund** (Fund 36) for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Watershed Expenses & Reserve.....	\$51,125
Estimated Revenue.....	\$51,125

The following amounts are hereby appropriated for funding the programs designed to protect and manage water quality and quantity in the **Sawyer's Creek Watershed Fund** (Fund 37) for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Watershed Expenses & Reserve.....	\$20,050
Estimated Revenue.....	\$20,050

The following amounts are hereby appropriated for funding the programs designed to protect and manage water quality and quantity in the **North River Watershed Fund** (Fund 38) for the fiscal year July 1, 2022 and ending June 30, 2023.

Watershed Expenses.....	\$13,885
Estimated Interest & Fees Collected.....	\$13,885

The following estimated revenues will be available for funding the programs designed to protect and manage water quality and quantity in the **Shiloh Watershed Fund** (Fund 39) for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Watershed Expenses.....	\$14,279
Estimated Interest & Fees Collected.....	\$14,279

FY 2022-2023 Budget

Page 9

**ARTICLE III. SOUTH CAMDEN WATER/SEWER DISTRICT FUND**

The following amounts are hereby appropriated in the South Camden Water/Sewer District Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

R/O Plant Operation Expenses.....	492,833
Waste Water Operation Expenses.....	417,259
Distribution Expenses.....	509,745
Debt Service.....	682,087
	\$2,101,924

It is estimated that the following revenues will be available in the South Camden Water/Sewer District Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Sale of Water.....	1,099,800
Sewer Fees.....	110,000
Connection Fees.....	75,000
Miscellaneous.....	28,550
Fund Balance Appropriated.....	150,000
Capital Reserve Fund.....	407,135
General Fund Contribution.....	231,439
	\$2,101,924

**ARTICLE IV. WATER/SEWER CAPITAL RESERVE FUND**

The following amounts are hereby appropriated in the System Development Fee Capital Reserve Fund for the purpose of collecting funds from new construction projects which will have an impact on the infrastructure of Camden County and establishing Membrane Reserve for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Fund Balance Reserve.....	\$2,250
Membrane Reserve.....	20,250
	\$72,500

It is estimated that the following revenues will be available in the System Development Fee Capital Reserve Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

System Development Fees.....	31,000
Interest.....	1,000
R/O Upgrade.....	40,500
	\$72,500

FY 2022-2023 Budget

Page 4

**ARTICLE V. COURTHOUSE & SHILOH FIRE COMMISSION FUND**

The following amounts are hereby appropriated in the Courthouse and Shiloh Fire Commission Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

General Expenses.....	262,781
Debt Service.....	100,000
	\$362,781

It is estimated that the following revenues will be available in the Courthouse and Shiloh Fire Commission Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Fire Tax.....	69,626
4 Cent County Match.....	278,505
Leased Property.....	9,000
Miscellaneous.....	4,650
Interest Earnings.....	1,000
	\$362,781

**ARTICLE VI. SOUTH MILLS FIRE COMMISSION FUND**

The following amounts are hereby appropriated in the South Mills Fire Commission Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

General Expenses.....	157,650
Debt Service.....	113,000
	\$270,650

It is estimated that the following revenues will be available in the South Mills Fire Commission Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Fire Tax.....	44,050
4 Cent County Match.....	176,201
Fund Balance.....	19,899
Grant.....	30,000
Interest.....	500
	\$270,650

**ARTICLE VII. SOCIAL SERVICES**

The following amounts are hereby appropriated in the Social Services Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Public Assistance.....	176,160
Administrative Expenses.....	1,169,101
	\$1,345,261

FY 2022-2023 Budget

Page 5

It is estimated that the following revenues will be available in the Social Services Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

County Appropriations.....	467,924
State/Federal Funds.....	877,337
	\$1,345,261

**ARTICLE VIII. JOYCE CREEK DRAINAGE PROJECT FUND**

The following amounts are hereby appropriated in the Joyce Creek Drainage Project Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Watershed Projects & Expenses.....	\$44,360
------------------------------------	----------

It is estimated that the following revenues will be available in the Joyce Creek Drainage Project Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Watershed Improvement Fee.....	43,360
Miscellaneous.....	1,000
	\$44,360

**ARTICLE IX. REVALUATION RESERVE FUND**

The following amounts are hereby appropriated in the Revaluation Reserve Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Reserved for Revaluation Expenses.....	\$152,000
--	-----------

It is estimated that the following revenues will be available in the Revaluation Reserve Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Fund Balance Appropriated.....	151,500
Interest.....	500
	\$152,000

**ARTICLE X. CAPITAL RESERVE FUND**

The following amounts are hereby appropriated in the Capital Reserve Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Debt Service.....	187,262
Capital Projects.....	454,500
USDA Debt Reserve.....	240,300
	\$1,182,062

FY 2022-2023 Budget

Page 6



It is estimated that the following revenues will be available in the Capital Reserve Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Land Transfer Tax Collections .....	\$50,000
Investment Earnings .....	5,000
County Contribution .....	325,000
Fund Balance Appropriated .....	302,062
	\$1,182,062

#### ARTICLE XI. SCHOOL CAPITAL RESERVE FUND

The following amounts are hereby appropriated in the School Capital Reserve Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Debt Service .....	\$74,000
Fund Reserves .....	1,195,766.06
School Capital Outlay .....	455,878
Camden Plantation Funds for Capital Outlay .....	150,000
	\$2,375,644.06

It is estimated that the following revenues will be available in the School Capital Reserve Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Local Option & Restricted Sales Tax .....	1,005,000
Investment Earnings .....	3,000
New High School Debt Service Revenue .....	1,217,644.06
Camden Plantation .....	150,000
	\$2,375,644.06

#### ARTICLE XII. DISMAL SWAMP VISITOR CENTER FUND

The following amounts are hereby appropriated in the Dismal Swamp Visitor Center Fund for the purpose of operating the Center with funds received from NCDOT for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Center Operating Expenses .....	\$165,622
DOT Funds .....	142,857
Gift Shop Contribution .....	21,715
General Fund Contribution .....	1,000
Miscellaneous .....	50
Tourism Authority Contribution .....	0
	\$165,622

FY 2022-2023 Budget

Page 7

The following amounts are hereby appropriated in the Dismal Swamp Gift Shop Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Gift Shop Revenues .....	\$31,150
Gift Shop Expenses .....	\$31,150

#### ARTICLE XIII. FEREBEE COURTHOUSE TRUST FUND

For purposes of summary only, the following amounts are hereby appropriated in the Nancy M. & H. C. Ferebee, III Courthouse Trust for the restoration of the 1847 Camden County Courthouse for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Fund Reserves .....	\$1,530
Trust Fund Balance .....	\$1,530

#### ARTICLE XIV. COMMUNITY PARK TRUST FUND

The following amounts are hereby appropriated in the Community Park Trust Fund for the upkeep and maintenance of the Community Park, Senior Trail, Dismal Swamp Bike Trail, Shiloh Landing and One Mill Park for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Park Operations .....	49,550
	\$49,550

It is estimated that the following revenues will be available in the Community Park Trust Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

County Contribution .....	\$49,050
Interest .....	500
	\$49,550

#### ARTICLE XV. REGISTER OF DEEDS AUTOMATION ENHANCEMENT AND PRESERVATION FUND

The following amounts are hereby appropriated in the Register of Deeds Automation Enhancement and Preservation Fund for the purpose of funding for computer and imaging technology for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Technology .....	\$11,600
Register of Deeds Technology Funds .....	5,000
Interest .....	10
Fund Balance .....	6,590
	\$11,600

FY 2022-2023 Budget

Page 8

#### ARTICLE XVII. CODE ENFORCEMENT REVOLVING FUND

The following amounts are hereby appropriated in the Code Enforcement Revolving Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Demolition Expenses .....	\$29,600
Fee Collection .....	3,000
Fund Balance Appropriated .....	26,600
	\$29,600

#### ARTICLE XVIII. STORMWATER MANAGEMENT UTILITY FUNDS

At the May 5, 2014 Board of Commissioners meeting Ordinance No. 2014-05-01 was approved. This Ordinance established the South Mills Watershed, the Sawyer's Creek Watershed, the North River Watershed and the Shiloh Watershed and the parcel fee rates relating to each watershed. Any changes to the fee schedule will be adopted simultaneously with this budget ordinance. The billing and collection will be in the same manner as property taxes.

The following amounts are hereby appropriated for funding the programs designed to protect and manage water quality and quantity in the **South Mills Watershed Fund** (Fund 36) for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Watershed Expenses & Reserve .....	\$51,125
Estimated Revenue .....	\$51,125

The following amounts are hereby appropriated for funding the programs designed to protect and manage water quality and quantity in the **Sawyer's Creek Watershed Fund** (Fund 37) for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Watershed Expenses & Reserve .....	\$20,050
Estimated Revenue .....	\$20,050

The following amounts are hereby appropriated for funding the programs designed to protect and manage water quality and quantity in the **North River Watershed Fund** (Fund 38) for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Watershed Expenses .....	\$13,885
Estimated Interest & Fees Collected .....	\$13,885

The following estimated revenues will be available for funding the programs designed to protect and manage water quality and quantity in the **Shiloh Watershed Fund** (Fund 39) for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Watershed Expenses .....	\$14,279
Estimated Interest & Fees Collected .....	\$14,279

FY 2022-2023 Budget

Page 9

#### ARTICLE XVIII. TOURISM DEVELOPMENT AUTHORITY

The following amounts are hereby appropriated in the Tourism Development Authority budget for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

General Expenses .....	23,190
Dismal Swamp Visitor Center .....	4,000
	\$27,190
Donations .....	2,000
Occupancy Tax Collections .....	18,000
Interest Earnings .....	150
Appropriated Fund Balance .....	7,040
	\$27,190

#### ARTICLE XIX. TAX PENALTIES SCHOOL FUND

The following amounts are hereby appropriated in the Tax Penalties School Fund budget for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

School Current Expense .....	\$8,100
------------------------------	---------

It is estimate that the following revenues will be available in the Tax Penalties School Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Tax Penalties .....	3,000
Interest on Investments .....	100
Fund Balance Appropriated .....	5,000
	\$8,100

#### ARTICLE XX. EDC PROJECT FUND

The following amounts are hereby appropriated in the EDC Project Fund for the purpose of developing the Camden Commerce Park in South Mills for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Economic Dev Incentive .....	40,000
	\$40,000
Fund Balance Appropriated .....	39,700
Interest on Investments .....	200
	\$40,000

FY 2022-2023 Budget

Page 10

**ARTICLE XXI. SCHOOL APPROPRIATIONS**

**SECTION 1** – The appropriations to the Board of Education, first, shall be made from any such funds which are dedicated to the use of the schools, and secondly, shall be made from the general county fund revenues to the extent necessary to meet the approved appropriation.

**SECTION 2** – For purposes of summary only as the actual figures are contained in the Budget Ordinance, the total appropriation for Current Expense is \$2,800,000 and for Capital Expense is \$455,878.

**SECTION 3** – Except as otherwise provided in this Budget Ordinance, this Budget Ordinance hereby incorporates by reference in its entirety the "PROPOSED BUDGET OF THE CAMDEN COUNTY BOARD OF EDUCATION FOR THE FISCAL YEAR BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023" as presented to the Board of Commissioners, and all language in said Proposed Budget is incorporated into this Ordinance as if it were included within the body of this Ordinance. Said Proposed Budget may hereafter be referred to as the "School Budget". The county budget does not include any special appropriation for the supplement for teachers' salaries. This will have to be included in the school budget.

**ARTICLE XXII. TAX LEVY**

**SECTION 1** – There is hereby levied at the rate of eighty-three cents (83 cents) per One Hundred Dollar (\$100) valuation of property listed for taxes as of January 1, 2022, for the purpose of raising the revenue listed in the General Fund, Article II, Section 2, of this Ordinance.

The additional thirteen cent (13 cent) increase is broken out as follows: ten cents (10 cents) shall be applied to the additional debt service incurred for the financing of \$33M over 30 years; the additional three cent (3 cent) is appropriated for added operational costs for the new high school. The new high school was approved by referendum during the 2020 election cycle.

**SECTION 2** – There is hereby levied at the rate of four cents (4 cents) per One Hundred Dollar (\$100) valuation of property listed for taxes as of January 1, 2022, for the purpose of raising the revenue listed in the General Fund, Article II, Section 2, of this Ordinance to equal the expenditures listed as CH&S Fire Commission Four Cents and South Mills Fire Commission Four Cents in the General Fund, Article II, Section 1, of this Ordinance.

**SECTION 3** – The rate of tax as shown in Section 1 and 2 above is based upon a total valuation of property for the purpose of taxation of \$1,217,664,056 and an estimated collection rate of ninety-four percent (94.940%) for real property and ninety-six percent (96.680%) for vehicles.

**SECTION 4** – There is hereby levied a tax at the rate of one cent (1 cent) per One Hundred Dollar (\$100) valuation of property listed for the taxes as of January 1, 2022, located within the South Mills Fire Protection District for the purpose of raising the revenue listed in the South Mills Fire Commission Fund, Article V., of this Ordinance.

FY 2022-2023 Budget

Page 11

**SECTION 5** – The rate of tax as shown in Section 4 above is based upon a total valuation of property for the purpose of taxation of \$463,141,207 with an estimated collection rate of ninety-four percent (94.940%) for real property and ninety-six percent (96.680%) for vehicles.

**SECTION 6** – There is hereby levied at the rate of one cent (1 cent) per One Hundred Dollar (\$100) valuation of property listed for taxes as of January 1, 2022, located within the Courthouse-Shiloh Fire Protection District for the purpose of raising the revenue listed in the Courthouse-Shiloh Fire Commission Fund, Article IV, of the Ordinance.

**SECTION 7** – The rate of tax as shown in Section 6 above is based upon a total valuation of property for the purpose of taxation of \$732,097,382 and an estimated collection rate of ninety-four percent (94.940%) for real property and ninety-six percent (96.680%) for vehicles.

**ARTICLE XXIII. OTHER PROVISIONS**

**SECTION 1** – The Camden County Budget Officer is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions:

- They may transfer amounts between objects of expenditure within a department except salary amounts without limitations.
- They may transfer amounts up to ten thousand dollars (\$10,000.00) between departments of the same fund with an official report on such transfers at the next regular meeting of the Board of Commissioners.
- They may not transfer any amounts between funds or from any contingency appropriation within any fund.
- They will assign legal costs to departments based upon the legal issue involved.
- They are authorized to approve expenditures up to ten thousand dollars (\$10,000.00).
- They may approve acceptance and expenditure of emergency funding from state or federal sources (i.e. LIEAP) up to ten thousand dollars (\$10,000.00) with an official report on such funding at the next regular meeting of the Board of Commissioners.

**SECTION 2** – The Budget Officer and Finance Officer are hereby directed to make any changes in the budget or fiscal practices that are required by the Local Government Budget and Fiscal Control Act.

- As provided by G.S. 159-25(b), the Board has authorized dual electronic signatures for each check or draft that is made on County funds. The

FY 2022-2023 Budget

Page 12

signatures on the County accounts have been approved by the Board of Commissioners.

- All legal outstanding encumbrances at June 30, 2022 are hereby carried forward and re-appropriated as an amendment to the budget for the fiscal year beginning July 1, 2022 and ending June 30, 2023.
- The Board authorizes one principal account as the central depository for funds received by the Finance Director. Other accounts authorized by the Board can be used for special purposes such as the enterprise fund and various trust accounts. Current accounting techniques shall be used to assure that all funds will be properly accounted for in the financial records of the County.
- Amendments to this Budget Ordinance and any accompanying fee schedule, taxes or appropriations are allowed as provided herein or by board approval in accordance with G.S. 159-15.

**SECTION 3** – The Budget Officer and Finance Officer are hereby authorized to enter into contracts/agreements, within funds included in the Budget Ordinance or other actions authorized by the Board of Commissioners for the following purposes:

- Lease of routine business equipment;
- Consultant, professional, or maintenance service agreements;
- Purchase of supplies, materials, or equipment where formal bids are not required by law;
- Applications for and agreements for the acceptance of grant funds from Federal, State, public, private and non-profit organizations' sources, and other funds from other government units, for services to be rendered which have been approved by the Board of Commissioners;
- Construction and repair projects within the budget limits or as approved by the Board of Commissioners;
- Liability, health, life, disability, casualty, property or other insurance or performance bonds;
- Other administrative contracts which include agreements approved by the Board of Commissioners.

All other contracts must be approved by the Board of Commissioners and signed by the Chairman of the Board. No other employees or officials may sign contracts on behalf of the County unless duly appointed to do so by the Board of Commissioners.

**SECTION 4** – County funded agencies are required to submit an audit or other detailed financial reports to the County Finance Officer each year. Approved payments may be delayed pending receipt of financial information.

FY 2022-2023 Budget

Page 13

**SECTION 5** – It is the policy of Camden County to not absorb any reduction in State or Federal grant funds. Any decrease shall be absorbed in the budget of the agency or department receiving funding by reducing personnel or department expenditures to stay within the County appropriations as approved.

**SECTION 6** – Copies of this Budget Ordinance shall be furnished to the Clerk to the Board, the Budget Officer, Finance Director, and the Tax Administrator for direction in the carrying out of their duties.

A public hearing on this Budget Ordinance was held on June 6, 2022.

This Budget Ordinance was adopted on the 6<sup>th</sup> day of June, 2022

CAMDEN COUNTY BOARD OF COMMISSIONERS

*Ross Munro*  
Ross Munro, Chair  
*Tiffany White*  
Tiffany White, Vice Chair

ATTEST:

*Karen Davis*  
Karen Davis  
Clerk to the Board

*Kenneth Bowser*  
Kenneth Bowser  
Budget Officer/County Manager

FY 2022-2023 Budget

Page 14



### SCHEDULE OF FEES FY 2022-2023

### CAMDEN COUNTY Fee Schedule

#### TABLE OF CONTENTS

Building Inspection/Planning	3
GIS Related Fee Schedule	6
Fee Schedule for Abatement of Property	7
Parks/ Recreation Policies/Fees	8
Register of Deeds Schedule of Fees	9
Sheriff's Office Fees	10
Pet Licenses	10
Senior Center Fees	11
Golf Cart Permits & Beer and Wine	12
South Camden Water Rate Schedule	13
South Camden Sewer Rate Schedule	14
Copies of Public Records	16
Public Library Fees	17
Stormwater/ Watershed Fees	18
Fee Schedule Certification	19

#### BUILDING INSPECTIONS AND PLANNING DEPARTMENT PERMIT FEE SCHEDULE

##### BUILDING PERMIT FEES

##### RESIDENTIAL, MODULAR, & COMMERCIAL CONSTRUCTION

Base Fees up to 400 Sq. Ft.	\$100.00	Over 400 Sq. Ft.	\$0.25/Sq. Ft.
State Fee	\$10.00		

##### ELECTRICAL

Residential Over 300 Sq. Ft.	\$0.15/Sq. Ft.	Service Repair	\$75.00
------------------------------	----------------	----------------	---------

Minimum Fee	\$75.00	Service Change	\$75.00
-------------	---------	----------------	---------

Temporary Service	\$75.00	Mfg. Home Service	\$75.00
-------------------	---------	-------------------	---------

##### PLUMBING

Plumbing (New Stalls)	\$75.00	Plumbing (Repairs)	\$75.00
-----------------------	---------	--------------------	---------

##### MECHANICAL

Minimum Fee (Over Home Install)	\$100.00	Additional Units	\$25.00
---------------------------------	----------	------------------	---------

Repair/Service Change/Upgrade	\$75.00	Same Size Change Out	\$75.00
-------------------------------	---------	----------------------	---------

##### INSULATION

Minimum Fee	\$75.00		
-------------	---------	--	--

##### NATURAL GAS AND PROPANE HOOKUP (RESIDENTIAL & COMMERCIAL STRUCTURES)

			\$50.00
--	--	--	---------

##### GENERATOR

Electrical Fee	\$75.00	Gas Hookup Fee	\$10.00
----------------	---------	----------------	---------

##### MANUFACTURED HOMES

Single wide	\$250.00	Double wide	\$350.00
-------------	----------	-------------	----------

Triple wide	\$400.00		
-------------	----------	--	--

##### ADDITIONS

Minimum Fee	\$150.00	Over 405 Sq. Ft.	\$0.375/Sq. Ft.
-------------	----------	------------------	-----------------

##### SWIMMING POOLS, SPAS, & HOT TUBS

Commercial Flat Fee	\$100.00		
---------------------	----------	--	--

Residential	\$50.00	Electric for Above Ground	\$75.00
-------------	---------	---------------------------	---------

Above Ground Flat Fee	\$50.00		
-----------------------	---------	--	--

In-Ground Flat Fee (includes electric)	\$150.00		
--	----------	--	--

##### DETACHED GARAGES, STORAGE, AND UTILITY/ACCESSORY BUILDINGS

Minimum Fee	\$75.00	Over 400 Sq. Ft.	\$0.25/Sq. Ft.
-------------	---------	------------------	----------------

Electric for Accessory Structures	\$75.00		
-----------------------------------	---------	--	--

##### PORCH/DECK/SHED ROOF

Up to 750 Sq. Ft. (Minimum)	\$75.00	Over 750 Sq. Ft.	\$0.10/Sq. Ft.
-----------------------------	---------	------------------	----------------

##### CARPORT/POLE BARN/POLE SHED (Not Enclosed - Open on at least 2 sides)

Minimum Fee (Up to 500 Sq. Ft.)	\$75.00	Over 500 Sq. Ft.	\$0.15/Sq. Ft.
---------------------------------	---------	------------------	----------------

##### SINGLE UTILITY INSPECTION

Trade Permit Minimum Fee	\$75.00		
--------------------------	---------	--	--

##### SIGNS

16 Square Feet	\$0.00	17-32 Square Feet	\$50.00
----------------	--------	-------------------	---------

Over 32 Square Feet	\$100.00	Electrical on/off/extended sign	\$75.00
---------------------	----------	---------------------------------	---------

##### FOUNDATION OR CRAWLSPACE REPAIRS/IMPROVEMENTS

Minimum Fee per item	\$75.00		
----------------------	---------	--	--

##### IMPERVIOUS SURFACE (concrete, asphalt, pavers, etc.)

Residential Flat Fee	\$75.00	When included with other permit Minimum Fee	\$25
----------------------	---------	---	------

Commercial Minimum Fee	\$100.00		
------------------------	----------	--	--

4

##### DEMOLITION (Fire, Safety & EPA Regs)

Pre-inspection required for safety and hazardous materials and referral to proper channels if found	\$75.00
---	---------

##### ALTERATIONS/REPAIRS/IMPROVEMENTS

Over 400 Sq. Ft.	\$0.25/Sq. Ft., Minimum \$100.00
------------------	----------------------------------

Alterations include work within existing structures and upgrading existing services and do NOT include Additions, New Construction, and Providing Power to structures not previously having power or New Service to existing buildings.

Item Buildings are exempt UNLESS:

- \* Any electrical installation is performed
- \* Any portion of building is used for sleeping quarters
- \* Building is used for business rather than personal use of former and immediate family

##### MOVING OF ANY BUILDING WITHIN OR INTO THE COUNTY

Minimum Fee	\$100.00
-------------	----------

##### BULKHEAD/PIER/BOAT LIFT/DOCK (Flat Fee)

	\$75.00
--	---------

##### COMMUNICATION TOWER

Electrical	\$75.00	Gas for Generator	\$50.00
------------	---------	-------------------	---------

##### WIND ENERGY SYSTEMS

Turbines	\$2,000.00 each		
----------	-----------------	--	--

Reinspection	\$100.00 each		
--------------	---------------	--	--

##### SOLAR FARMS

Up to 500 Panels	\$250.00	Over 500 Panels	\$0.50 Per Panel
------------------	----------	-----------------	------------------

##### COMMERCIAL PERMIT PRICES (extra)

Mechanical	Walk-in Cooler	\$40.00 ea.	PLUMBING	Minimum Permit Fee	\$75.00
------------	----------------	-------------	----------	--------------------	---------

Commercial Cooking Hood	\$50.00 ea.	Per Fixture, trap, or like device	\$5.00		
-------------------------	-------------	-----------------------------------	--------	--	--

UVAC/ Fire dampers/Smoke damper	\$5.00 ea.	Per spigot/tee lead	\$5.00		
---------------------------------	------------	---------------------	--------	--	--

##### ELECTRICAL

Electric duct heater	\$10.00 ea.		
----------------------	-------------	--	--

Temporary Service or Trailer	\$100.00 ea.		
------------------------------	--------------	--	--

0-100 Amp Receptacle/Switch /Fixture	\$75.00		
--------------------------------------	---------	--	--

Each additional opening	\$0.10 ea.		
-------------------------	------------	--	--

Subunit, transformer, generator	\$20.00 ea.		
---------------------------------	-------------	--	--

Fuel dispensers, "bleeding" parking lot light poles, manufactured home pedestals	\$5.00 ea.		
--	------------	--	--

Exhaust fans/water heaters/AC/Space heaters and machinery not specified	\$5.00 ea.		
---	------------	--	--

Electrical Room Air Conditioners	\$5.00 ea.		
----------------------------------	------------	--	--

##### GAS

Minimum Permit Fee	\$50.00	Per Outlet	\$5.00
--------------------	---------	------------	--------

##### NEGLIGENCE FEES

Inspection Negligence Fee (Applies to:)	\$100.00
---	----------

\*Inspections called for but not ready

\*Shipping any applicable mandatory inspection

\*Re-inspections called for without first correcting discrepancies noted by inspector

\*When sub-contractor other than on Trade Affidavit

No Permit Negligence Fee (Applies to:)

\*Building or Trade Related Activities performed without first obtaining and paying for a building permit.

Shall result in overall doubling of permit fee.

##### BUILDING PERMIT FEES DUE AT TIME OF ISSUANCE

All Building Permit fees must be paid in full at time of permit issuance.

\*Applicants will be notified within 3-5 days after building permit application is processed, reviewed, and approved. At this time permit fees are due.

\*No building permit will be issued without payment of permit fees due.

5		
BUILDING INSPECTIONS AND PLANNING DEPARTMENT PERMIT FEE SCHEDULE		
LAND USE DEVELOPMENT FEES - DUE AT TIME OF APPLICATION		
All fees for Land Use Development MUST be paid in full at time of APPLICATION.		
Zoning Permit	\$25.00	
Special Use Permit	\$400.00	
Temporary Use Permit	\$250.00	
Variance	\$500.00	
Ordinance Text Amendment	\$500.00	
Re-zoning Fee	\$650.00	Plus \$10 per Acre over First 10 Acres
Interpretation Challenge/Appeal	\$250.00	*
Zoning/Floodplain Determination Letter	\$25.00	
Subdivision Fee		
Major Subdivision		
Preliminary Plan	\$50.00	Per Lot
Construction Drawing	\$50.00	Per Lot
Final Plat Plan	\$50.00	Per Lot
After Subdivision	\$200.00	Per Lot created & transfer plats
Planned Development		
Master Plan	See Re-zoning	
Preliminary Plan	\$50.00	Per Lot
Construction Drawing	\$50.00	Per Lot
Final Plat	\$50.00	Per Lot
Commercial Site Plan Review		
Major	\$200.00	
Minor	\$100.00	
Stormwater Review Fee/Deposit		
**Major Commercial/Residential Subdivision	(Over 5 acres)	\$6,000.00
Minor Commercial/Residential Subdivision	(3 or 4 acres)	\$2,500.00
**Minor Commercial Site Plan Review		\$3,700.00
Residential Site Plan		\$2,500.00
LAND DISTURBING ACTIVITY		
Fill Permit		\$50.00
NOTES:		
*Subject to refund in the case of a successful appeal if so ordered by the Board of Adjustment		
**The County stormwater review deposit/fee will be set up as a escrow wherein the applicant recovers any deposits in excess of actual costs incurred, or replenishes the escrow if costs drop below \$1000 prior to project approval.		
A refund of Land Use Development fees will be given if an application is withdrawn prior to commencement of the approval (staff review for Zoning Permit; Board* agenda for all other items). No refund shall be given after any portion of the approval process has begun (e.g. zoning permit issued or item placed on Board* agenda).		
* Board of Adjustments, Planning Board or Board of Commissioners		

6

**GIS**

**Prints**

*Xerox Copies*

Size	Black & White Price	Color Price
8.5 * 11	\$0.00	\$1.00
8.5 * 14	\$0.00	\$2.00
11 * 17	\$1.00	\$5.00

*Plotter Copies*

24 * 36	\$10.00	\$15.00
36 * 48	\$10.00	\$20.00

Camden County Street Maps                      \$1.00

**Electronic Media - Data Files**

Data Type	Price
CD	\$5.00
GIS Parcel Layer	\$150.00
Each additional layer	\$25.00
Digital Orthophotography	\$100.00

**Customized GIS Work**

Any customized GIS projects will be charged a per hour fee of: \$60.00  
a minimum of 1 hour charged.

7		
Code Enforcement		
Fees for Abatement of Property by County		
Grass Cutting	\$150.00/half acre	\$300.00/acre
Debris Removal		\$500 plus tipping fees
Car Removal		All Costs Incurred by the County
Administrative Cost (This will be added to each Abatement)		\$75.00
Removal of Structures		All Costs Incurred by the County**
Fees are for Chapter 94 for Public Nuisances and Chapter 99 for Abandoned and Junk		
Motor Vehicles		
**This Fee Schedule is only if the County abates the property. If a contractor is hired to perform any abatement then the cost will be the contracted price plus an Administrative fee.		
***Payment for abatement is due 30 days after the date of the abatement. If the fees are not paid a Tax Lien will be applied to the property.		

8		
Parks & Recreation		
Recreation Youth Sports Registration Fees:		
Youth Volleyball and Basketball		\$40.00
Maximum fee per household per season		\$70.00
Out of County additional registration fee		\$20.00
Recreation Youth Sports Sponsor Fee:		
Team sponsor fee		\$200.00
(Fee pays for team Shirt & Individual Trophies)		
Saturday Night Open Gym for Basketball		
County residents		\$1.00
Out of County residents		\$3.00
Thursday Night Open Gym for Adult Volleyball		
County residents		\$1.00
Out of County residents		\$3.00

9

**Register of Deeds**

Deeds of Trust & Mortgages	\$64.00 for 1st 35 pages, \$4.00 for each additional page
Instruments in General Fee	\$26.00 for 1st 15 pages, \$4.00 for each additional page + \$2.00 per party indexed above 20
Plats	\$21.00 per plat
Right of Way/Hwy Plat	\$21.00 for 1st page, \$5.00 for each additional page
Multiple Instrument Fee	\$10.00 additional fee
UCC Recording	\$38.00 for 2 page document \$45.00 for documents over 2 pages
Non Standard Doc Fee	\$25
Certified Copy of Document	\$5.00 for 1st page, \$2.00 for each additional page
Certified Copy Vital Record	\$10.00 each
Amended Birth & Death	\$10.00 ROD & \$15.00 NC Vital Record
Marriage License	\$60.00
Delayed Marriage or Birth	\$20.00 including 1 certified copy
Corrected Vital Record	\$10.00
Legitimation	\$10.00
Military Records	No Fee
Notary Oath	\$10.00
Photocopy Plat (18 * 24)	\$3 each
Photocopy legal or letter size	\$0.20 each
Photocopy ledger size	\$0.40 each

10

**Sheriff's Office****Office Fees**

<b>Concealed Carry Permit</b>	
<i>New</i>	\$90.00
<i>Renew</i>	\$75.00
Weapon Purchase Permit	\$5.00
Fingerprints	\$10.00
<b>Civil Process Service</b>	
<i>In-State</i>	\$30.00
<i>Out of State</i>	\$50.00
<b>Other:</b>	
Out of County Mental Patient Transport	\$150.00
Diskette Copy of Photos	\$10.00
<b>Dog/Cat Tag Fee</b>	
Annual	\$5.00
Lifetime	\$30.00
Kennel Fee	\$20.00
<b>Wild/Exotic Animal</b>	
Annual	\$5.00
Lifetime	\$30.00

11

**Senior Center**

- The Camden County Board of Commissioners permits the use of the Senior Center after 5:00 pm Monday through Friday to governmental agencies, civic clubs and other clubs benefiting the county without charge provided the meeting or gathering is to conduct business pertaining to that agency/club.
- Other non-profit agencies, clubs (civic clubs, bridge clubs, etc.), individuals and associations are permitted to use the Center after 5:00 pm Monday through Friday by paying the following fees:

Maximum of 2 hours use	\$25.00
Maximum of 4 hours use	\$35.00
Maximum of 6 hours use	\$40.00
Maximum of 8 hours use	\$60.00
Use of the Kitchen (additional)	N/A
- For-profit firms, agencies, etc. are permitted to use the Center after 5:00 pm by paying the following fees:  
A for-profit agency and/or firm would be Tupperware Products, Mary Kay Cosmetics, Towne Bank, Weight Watchers, etc. If an individual or group is attempting to make a profit from a service or item to be provided or sold at the Senior Center, it will be considered a for-profit situation.

Maximum of 2 hours use	\$50.00
Maximum of 4 hours use	\$75.00
Maximum of 6 hours use	\$100.00
Maximum of 8 hours use	\$120.00
Use of the Kitchen (additional)	\$50.00
- Rental Fees will not include the use of the Senior Centers Craft Room, Exercise Room or the office space in the Center.
- Alcoholic beverages are not permitted in the Senior Center or elsewhere on County property.
- No content or like material is allowed in the Center. No streamers or like objects are allowed to be hung from the ceiling of the Center. All trash and garbage must be removed by the user.
- Individuals signing the Use Agreement form will be required to provide a deposit in the amount of \$150 (made payable to Camden County) for the use of the Center and an additional \$150 (made payable to Camden County) for the use of the kitchen when obtaining the key to the Center. Fees are to be waived for volunteers.
- Deposits will be returned when the key to the Senior Center is returned, providing the facilities are left in the condition in which they were found when the user arrived and nothing has been damaged or left improperly cleaned and all furnishings and furniture have been returned to their original places.
- Additional fees will be assessed for the following items and charged to any and all parties using the facility.

Facility not left clean and orderly	\$50.00
Key not returned the next business day	\$10.00 per day/\$25 Lost Key
Key not returned within three business days	forfeit deposit
Damage of facility or contents	forfeit deposit

*\*Additional charges (legal and monetary) may apply depending on damage*
- Special use considerations not addressed in this policy require County Manager approval.

12

**Tax Administration Office**

<b>Golf Cart Permits</b>	
Annual Fee	\$20.00
Late Listing Fee (for sticker)	\$50.00
Non-Compliance	\$150.00
<b>Beer and Wine Fees</b>	
(License period: May 1 through April 30 each year)	
Every person engaged in the business of selling beer and wine in the following amount:	
<i>Beer at retail:</i>	
Off premises	\$5.00
On premises	\$25.00
Beer "on and off premises"	\$30.00
<i>Wine at retail:</i>	
Off premises	\$25.00
On premises	\$25.00
Wine "on and off premises"	\$50.00
<i>Beer and Wine:</i>	
Beer & Wine "off premises"	\$30.00
Beer & Wine "on premises"	\$50.00
Beer & Wine "on and off premises"	\$80.00



13

## South Camden Water &amp; Sewer

## WATER SERVICE FEES

## Monthly Base Rate

Gallons	Cost
0-2,000	\$25.00 per month

## ADDITIONAL MONTHLY USAGE

Gallons	Cost
2,001-5,000	\$5.50 per 1,000 gallons
5,001-10,000	\$6.20 per 1,000 gallons
10,001-15,000	\$6.90 per 1,000 gallons
15,001-20,000	\$7.60 per 1,000 gallons
20,001 and up	\$8.30 per 1,000 gallons

## Local Govt./Board of Education/Commercial

Same as above

## Bulk Water (except contracted sales)

\$6.91 per 1,000 gallons

## Fire Service (sprinkler systems)

Base rate per month

## Deposits, Charges &amp; Fees

Rent deposit	\$200.00
Fire Hydrant Meter	\$300.00
Open/reopen/transfer account	\$20.00
Reread meter/our read correct	\$15.00
Reread meter/our read incorrect	No charge
Reconnection Fee	\$35.00 7:00 am - 3:15 pm
(if not paid by 8 am on disconnection day)	\$60.00 3:16 pm - 5:00 pm
Late payment penalty	\$10.00
Non-Sufficient Funds	\$35.00
Meter Tampering Fee	\$200.00
Turn off fee	\$15.00 (per occurrence)
Meter testing fee	\$15.00 (No charge if more than 2.5% inaccurate)
Bacteriological	\$45.00

## Water Connection Fees

(includes \$1,500 Tap Fee)

3/4 inch	\$4,000.00
1 inch	\$5,667.00
2 inch	\$14,833.00
3 inch	\$28,167.00
4+ inch	*request rate table
6 inch fire svc	\$4,000.00
Heavy bore	\$2,000.00

\*County installs up to 2 inch lines. User hires Contractor if over 2 inches.

14

## SEWER SERVICE FEES

## Monthly Base Rate

Gallons	Cost
Residential*	0 - 2,000 \$29.00
Commercial	0 - 2,000 \$40.00

## ADDITIONAL MONTHLY USAGE

Gallons	Residential*	Commercial
	(all prices residential & commercial per 1,000 gallons)	
2,001 - 5,000	\$7.50	\$8.50
5,001 - 10,000	\$8.20	\$9.20
10,001 - 15,000	\$8.90	\$9.90
15,001 - 20,000	\$9.60	\$10.60
20,001 and up	\$10.30	\$11.30

\*Residential: Includes Apartments &amp; Townhouse Units

## GOVERNMENT &amp; SCHOOLS

Will be charged 2 times Commercial Rate for Base Fee &amp; Additional Usage

## HIGH STRENGTH

\$11.50 each additional 1,000 gallons

(Dry Care, Hospitals, Nursing Homes, Laundromats, Restaurants, Doctors, Dentists, Beauty Shops, Grocery Store, Convent Store, Funeral Homes, Car Washes, Dry Cleaners)

## Sewer Connection Fees

## Sewer Tap Fee

Low pressure main with 3/4 inch water service	\$8,300
Gravity 4" connection	\$3,500

Commercial: Fees are based on water meter size

The cost of sewer connection with larger than 3/4 inch water service will be the responsibility of the owner. Consideration will be given on a case by case basis to pay capacity fee over time.

## Sewer Capacity Fees

3/4 inch	\$7,400
1 inch	\$12,333
2 inch	\$39,467
3 inch	\$78,933
4+ inch	*request rate table

## ADDITIONAL FEES &amp; FINES

Parts &amp; Labor: For changing service size, location, or repairs for damage to the districts property.

Parts: Calculated at current price of materials due to the fluctuation of the market plus 20%.

Labor: \$35.00 per man per hour

\$75.00 per hour for backhoe

\$10.00 per foot for bores up to 2"

Repairs requiring contracted labor will be billed at invoice cost.

15

## Fines for Violation of Fats, Oil &amp; Grease Control Ordinance

## Minor Violations

Offense	1st	2nd	3rd	4th & Up
Failure to submit records	Warning	\$100.00	\$150.00	\$500.00
Inspection hindrance	Warning	\$100.00	\$150.00	\$500.00
Failure to maintain on-site records	Warning	\$100.00	\$150.00	\$500.00
Failure to meet sample standards	Warning	\$100.00	\$150.00	\$500.00

## Moderate Violations

Failure to maintain interceptors in proper working order	\$150.00	\$300.00	\$500.00	\$1,000.00
Failure to clean out interceptor every 30 days	\$150.00	\$300.00	\$500.00	\$1,000.00

## Major Violations

Source of sewer blockage (minimum) \$500 and not more than \$10,000 plus cost of cleaning lines

Source of sanitary sewer overflow (minimum) \$1,000 plus cost of cleaning lines

Falsification of records \$1,000

16

## Public Records

## Copy Fees

## Public Records (Black/White)

8.5 * 11 and 8.5 * 14	\$0.15/page
With printed pictures	\$0.30/page
11 * 17	\$0.35/page

## Public Records ( Color)

8.5 * 11 with Pictures	\$0.50/page
------------------------	-------------

\*Counties are not required to create a public record that is not already in existence. However, the municipality may elect to create the record if it determines that the record will provide an ongoing benefit to the county and/or its citizens.

17

**Public Library**

8.5 * 11 & 8.5 * 14 (Black/White)	\$0.10/page
8.5 * 11 & 8.5 * 14 (Color)	\$0.25/page
11 * 17 (Black/White)	\$0.20/page
11 * 17 (Color)	\$0.50/page
Incoming Fax	\$0.10/page
Outgoing Fax (local & toll free)	\$1.00 up to 10 pages, add '1 \$0.10/page over 10
Outgoing Fax (long distance)	\$1.25 up to 10 pages, add '1 \$0.10/page over 10
Inter Library Loan	\$4.00
Proctoring	No Charge

18

**Stormwater/Watersheds**

1. FCPA - Fixed Cost Per Account - Currently estimated at .64 per Parcel
2. ERU - Impervious Area Rate - Equivalent Residential Units Rate  
Average Impervious Area of a Single Family Residence = 4,500 sq. ft. = 1 ERU  
(Equivalent Residential Unit) which is approximately 1/10 of an acre.
3. GA - Gross Acreage Rate in \$/acre - See Table Below

Rate Structure

\$	1. FCPA
+	\$ 2. ERU
+	\$ 3. GA
=	\$ Total Fee/Parcel

Rate Table

Watersheds	FCPA	ERU Rate	GA Rate	Total Fee
North River	\$0.64/Parcel	\$10.00/ERU	\$0.25/Acre	\$10.89
Sawyer's Creek	\$0.64/Parcel	\$10.00/ERU	\$0.25/Acre	\$10.89
Shiloh	\$0.64/Parcel	\$10.00/ERU	\$0.25/Acre	\$10.89
South Mills	\$0.64/Parcel	\$12.80/ERU	\$0.32/Acre	\$13.76

per Single Family Home

\*exemptions itemized in the stormwater ordinance.

19

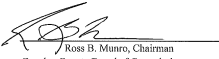
**CAMDEN COUNTY**  
Approved Fee Schedule Certification

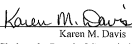
**Continuing Authority of Commission**  
Nothing contained in the provisions of this schedule shall be construed to prevent the County Board of Commissioners from imposing, from time to time as it may see fit, such license taxes as are not specifically defined or included in this schedule, or from increasing or decreasing the amount of any fee when not in conflict with State or Federal law.


**Same-False statements**  
Any person who willfully makes a false statement on any fee application shall be guilty of a misdemeanor.

The foregoing instrument was duly approved and adopted at a meeting of the Camden County Board of Commissioners, said meeting date June 6th, 2022.

ATTEST:

  
 Ross B. Munro, Chairman  
 Camden County Board of Commissioners

  
 Karen M. Davis  
 Clerk to the Board of Commissioners



Public Comments - None

**Motion to close the public hearing.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Tiffney White
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

**Motion to add the FY 2022-2023 Budget to the agenda for consideration.**

**RESULT:** PASSED [5-0]  
**MOVER:** Clayton Riggs  
**AYES:** Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

**Motion to approve the FY 2022-2023 Budget as presented.**


**RESULT:** PASSED [5-0]  
**MOVER:** Tom White  
**AYES:** Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

B. Proposed 2022-2026 Capital Improvement Program

**Motion to open the public hearing for the proposed 2022-2026 Capital Improvement Program.**

**RESULT:** PASSED [5-0]  
**MOVER:** Tiffney White  
**AYES:** Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

County Manager Ken Bowman presented the following Proposed 2022-2026 Capital Improvement Program:

 <p><b>Capital Improvement Program (CIP) 2022-2026</b></p> <p>Public Hearing Monday June 6, 2022</p>	<p style="text-align: center;"><b>Table of Contents</b></p> <table> <tr><td>Letter to the Board of Commissioners</td><td>1</td></tr> <tr><td>Introduction</td><td>4</td></tr> <tr><td>Planning Process</td><td>4</td></tr> <tr><td>Financial Policy</td><td>4</td></tr> <tr><td>Project Evaluation</td><td>5</td></tr> <tr><td>Revenue Sources &amp; Debt Service</td><td>7</td></tr> <tr><td>Funding Method for the County Capital Reserve Fund</td><td>9</td></tr> <tr><td>School Capital Reserve Fund</td><td>9</td></tr> <tr><td>South Camden Water &amp; Sewer District</td><td>9</td></tr> <tr><td>County Fire Districts</td><td>9</td></tr> <tr><td>Adoption of Unified Government</td><td>10</td></tr> <tr><td>Capital Project Narrative Descriptions</td><td>10</td></tr> <tr><td>Capital Project Narratives</td><td>11</td></tr> <tr><td><b>A. <u>Approved/Funded</u></b></td><td></td></tr> <tr><td>1. Construction of Raw Water Well</td><td>11</td></tr> <tr><td>2. Waste Water Expansion US 158 E from Hardee's to Country Club Road</td><td>12</td></tr> <tr><td>3. Administration Complex Phase II</td><td>12</td></tr> <tr><td>4. Broadband</td><td>14</td></tr> <tr><td>5. New High School</td><td>14</td></tr> <tr><td><b>B. <u>Recommended/Unfunded</u></b></td><td></td></tr> <tr><td>1. US 158 Sidewalk Extension</td><td>15</td></tr> <tr><td>2. South Mills Waste Water Treatment (High Rate Filtration Pond)</td><td>16</td></tr> <tr><td>3. Treasure Point Building</td><td>16</td></tr> <tr><td><b>C. <u>Identified/Unfunded</u></b></td><td></td></tr> <tr><td>1. South Mills Boat Ramp and Park</td><td>17</td></tr> <tr><td>2. South Mills Waste Water Expansion and Disposal (Plant)</td><td>18</td></tr> <tr><td>Resolution Setting Financial Policies: 2007-06-04</td><td>19</td></tr> </table>	Letter to the Board of Commissioners	1	Introduction	4	Planning Process	4	Financial Policy	4	Project Evaluation	5	Revenue Sources & Debt Service	7	Funding Method for the County Capital Reserve Fund	9	School Capital Reserve Fund	9	South Camden Water & Sewer District	9	County Fire Districts	9	Adoption of Unified Government	10	Capital Project Narrative Descriptions	10	Capital Project Narratives	11	<b>A. <u>Approved/Funded</u></b>		1. Construction of Raw Water Well	11	2. Waste Water Expansion US 158 E from Hardee's to Country Club Road	12	3. Administration Complex Phase II	12	4. Broadband	14	5. New High School	14	<b>B. <u>Recommended/Unfunded</u></b>		1. US 158 Sidewalk Extension	15	2. South Mills Waste Water Treatment (High Rate Filtration Pond)	16	3. Treasure Point Building	16	<b>C. <u>Identified/Unfunded</u></b>		1. South Mills Boat Ramp and Park	17	2. South Mills Waste Water Expansion and Disposal (Plant)	18	Resolution Setting Financial Policies: 2007-06-04	19
Letter to the Board of Commissioners	1																																																						
Introduction	4																																																						
Planning Process	4																																																						
Financial Policy	4																																																						
Project Evaluation	5																																																						
Revenue Sources & Debt Service	7																																																						
Funding Method for the County Capital Reserve Fund	9																																																						
School Capital Reserve Fund	9																																																						
South Camden Water & Sewer District	9																																																						
County Fire Districts	9																																																						
Adoption of Unified Government	10																																																						
Capital Project Narrative Descriptions	10																																																						
Capital Project Narratives	11																																																						
<b>A. <u>Approved/Funded</u></b>																																																							
1. Construction of Raw Water Well	11																																																						
2. Waste Water Expansion US 158 E from Hardee's to Country Club Road	12																																																						
3. Administration Complex Phase II	12																																																						
4. Broadband	14																																																						
5. New High School	14																																																						
<b>B. <u>Recommended/Unfunded</u></b>																																																							
1. US 158 Sidewalk Extension	15																																																						
2. South Mills Waste Water Treatment (High Rate Filtration Pond)	16																																																						
3. Treasure Point Building	16																																																						
<b>C. <u>Identified/Unfunded</u></b>																																																							
1. South Mills Boat Ramp and Park	17																																																						
2. South Mills Waste Water Expansion and Disposal (Plant)	18																																																						
Resolution Setting Financial Policies: 2007-06-04	19																																																						

June 6, 2022

**Camden County Board of Commissioners**

Ross Munro, Chairman  
 Tiffany White, Vice Chairman  
 Clayton Riggs  
 Randy Kramiak  
 Tom White

**Re: Capital Improvement Program (CIP) 2022-2026**

Chairman Munro and Members of the Board:

The provision of adequate public infrastructure remains a top priority for the County. Being only the twelfth year having a Capital Improvement Program (CIP) process, the Board of Commissioners have undertaken significant thought, discussion and consideration to estimate critical facility needs and the costs therein for the County.

Financial policy specific to how the County governs the issues of debt, fees & user charges, fund balances, competitive employment, and the ad valorem tax rate are shown in the attached Resolution No. 2007-06-04. This Resolution puts in place measures to ensure the financial strength of the County government as well as protecting the taxpayer. In addition, the Board of Commissioners created a Capital Reserve Fund as a mechanism with which to fund critical, non-school, county infrastructure projects.

A primary goal for the County is bringing new development and job creation to the Camden Commerce Park along U.S. 17. Further development along the HWY 158 and US 17 corridors will result in the generation of new tax revenues, lessening the County's reliance upon residential property taxes and creating new employment opportunities for Camden citizens.

With Camden County being a recipient of significant grant awards in furtherance of the Board of Commissioners capital improvement policy goals, key infrastructure projects are moving forward. Over the past four years the County has been fortunate to receive grants to assist with placing critical infrastructure where it is needed. As a reminder, the county was awarded approximately \$1.58 million in grants from the U.S. Economic Development Administration and the Golden LEAF Foundation for the construction of the Courthouse Area Wastewater Treatment Plant. The design framework for this project included a high-rate infiltration waste water treatment plant capable of treating 50,000 GPD and expandable to 100,000 GPD. In March 2018 the County awarded a contract to Hatchell Concrete for construction of the wastewater treatment plant at a cost of \$4.2M. This project was completed in October 2019.

1

A significant project included in the 2018-2022 CIP is the engineering and design of a new Administration Campus Complex on the acquired site across from the Historic Courthouse. The proposed administration building was discussed by the Board of Commissioners and approved during the November 2016 board meeting. Since that decision the BoC decided to approach this project in Two Phases. The first phase is the Library and all the infrastructure necessary to support the second phase. The ground breaking and construction started in October 2020 on the new Library and as of today it is complete and ready for the Camden citizens to enjoy for many years. The second phase will start when the BoC decides to relocate the existing departments from the current buildings.

Phase 1. The Library. The current building housing the library is being leased and the lease expire in September 2021. The owner has already stated they will not renew the lease so the County is now leasing on a month to month basis. When the new library is complete the funds used for leasing the current building will be applied to the loan payment for the complex. Boomerang Design, Raleigh, NC is the lead architect for designing the Library and MB Kahn is the Manager at Risk. The library is a tremendous asset for the citizens and children of Camden County.

Phase 2. The Administration / Multi-Purpose Buildings. When completed the Administration Building will house the Planning Department, Water Department, Tax Department, Human Resources, Finance, Economic Development, The Clerk to the Board, and the County Manager.

The Multi-Purpose building. This building will house the Parks and Recreation Department and the Senior Center. The building will have a space large enough to accommodate basketball, volleyball, bleachers, civic meeting rooms, staff offices, and a raised stage for conferences and special events. The Senior Center will have a large meeting room for activities, exercise room, staff offices, and a shared kitchen for daily meal preparations and catering events. It is anticipated this building could receive the most use of the 3 buildings and will become a hub of activity for many events.

Once the current Senior Center space is vacated it will be available for the Sheriff's Office to occupy. The Sheriff's Office is operating at maximum capacity and is in dire need of a space that can be converted to areas where evidence and special equipment can be secured as well as a holding area. When all departments have re-located to the administration building, the Sheriff's Office will occupy the existing building and have access to the existing parking area compound. Once complete this will become a secure area.

During the November 2020 election the citizens had the opportunity to vote as to whether they supported building a new high school. The question was placed as a referendum on the ballot and the citizens voted overwhelming support moving forward with a new high school. MB Kahn was selected to conduct a feasibility study to analyze the current and future needs. The study was completed and MB Kahn was hired as the Manager at Risk for the project. Mosely Architects was also selected as the architect for project design. A ground-breaking ceremony was held in May 2021 with a projected completion date of December 2024. However, since that time a couple of significant events have transpired. It was discovered the land designated for the new high school contains soil that is not conducive to constructing a building of this size unless there is an enormous amount of excavation and back fill work accomplished. Based on the current environment and inflation, the cost to prepare the site is between the \$3-4M

2

dollar mark. When the County was made aware of this situation the County starting researching for an alternate site. One has been identified and the County is currently conducting environmental studies and soil samplings to ensure this property will be appropriate for the new high school. In addition, the Board of Commissioners and the Board of Education applied to the Department of Public Instruction for an additional grant for the new high school and were fortunate to receive upwards of \$27M dollars to apply towards the new school. This grant and the one previously awarded amount to a grand total of \$40M to be applied toward the construction of the new school. These funds will help ensure the County builds a first-class high school that Camden students and citizens will be proud of for many years to come.

Overall, the pandemic continues to weigh on aggregate demand for goods and services. In addition, bottlenecks and supply shortages have created challenges for businesses to meet consumer demand for some products, particularly as consumer demand has shifted wildly. Also, the pace of hiring has not kept up with the pace of labor demand, as job matching has been held back by a number of factors.

Those developments have led to a notable increase in inflation. Because prices fell in 2020, one-year changes from August 2020 to August 2021 overstate the increase in inflation since the pandemic began. Instead, focusing on the annualized rate of inflation since February 2020 shows that inflation through August 2021 (as measured by the core consumer price index) was 3.1 percent, substantially lower than the one-year trend but still higher than any annual increase since the early 1990s.

There are still widespread shortages of raw materials and parts. Housing prices have skyrocketed as well as almost all materials needed in the construction trades. There are still supply bottlenecks across the board. Most economists agree the economy is taking a major hit and will not rebound quickly. That being said, I'm an optimist, and truly believe the future for Camden County is very positive as we continue working together to make the County a better place for everyone.

It will take all of our collective skills along with wise and thoughtful decisions to have the vision to continue to advance the critical capital projects identified in this document.

Respectfully Submitted,

  
 Robert L. Bowman  
 County Manager

3

**Introduction**

The Capital Improvements Program (CIP) is a community planning and fiscal management tool used to coordinate the location, timing and financing of capital improvements over a multi-year period — usually 4-6 years. Capital improvements refer to major, non-recurring physical expenditures such as land, buildings, public infrastructure and equipment. The Camden County CIP is a five-year plan that consists of capital projects for various departments/agencies of the county government. The CIP includes a description of proposed capital improvement projects ranked by priority, a year-by-year schedule of expected project funding, and an estimate of project costs and financing sources. The CIP is a working document and should be reviewed and updated annually to reflect changing community needs, priorities and funding opportunities.

**Purposes of Capital Improvement Planning:**

- Ensure the timely repair and replacement of aging infrastructure.
- Provide a level of certainty for residents, businesses and developers regarding the location and timing of public investments.
- Identify the most economical means of financing capital improvements.
- Provide an opportunity for public input in the budget and financing process.
- Eliminate unanticipated, poorly planned, or unnecessary capital expenditures.
- Eliminate sharp increases in tax rates, user fees and debt levels to cover unexpected capital improvements.
- Ensure that patterns of growth and development are consistent with the comprehensive plan.
- Balance desired public improvements with the community's financial resources

**Planning Process**

Preparation of the CIP and annual budget are closely linked. The first year of the CIP, known as the capital budget, outlines specific projects and appropriates funding for those projects. It is usually adopted in conjunction with the government's annual operating budget. Projects and financing sources outlined for subsequent years are not authorized until the annual budget for those years is legally adopted. The out years serve as a guide for future planning and are subject to further review and modification. Department heads submit to the County Manager information relating to items that will cost in excess of \$300,000 in at least one year of the CIP planning period. The County Manager will review and study all items submitted by the department heads and prepare a recommended plan that is provided to the Board of Commissioners. After review by the Board, a public hearing is set to receive citizen input. When the plan is complete the Board of Commissioners will adopt it with a resolution with the intent to include the first-year projects in the annual budget. By providing funding for strategic investments at a given time and location, the CIP helps ensure that development occurs consistent with a community's plans and vision.

**Financial Policy**

The following financial guidelines were adopted by the Board of Commissioners on June 4, 2007:

- Debt service should be equal to or less than 15% of General Fund expenditures.
- The county will strive to pay outstanding principal debt within 15-20 years.
- The county will strive to maintain its debt at no greater level than 2% of the assessed valuation of taxable property in the county.

4

- The county will strive to maintain an available fund balance equal to 25% of the General Fund budget at the end of each fiscal year which is substantially higher than the minimum recommended by the Local Government Commission.
- General Fund balances in excess of targeted levels may be transferred to the County's Special Capital Reserve Fund.

Adoption of these policies will further ensure the county's financial strength and future success in capital planning.

For the past eleven years Camden County has embarked on a very conservative fiscal policy working to ensure growth in the fund balance and a stronger financial position for the county government. The total unreserved and undesignated general fund balance was \$6.5 million at the end of FY 2020-21. The maintenance of a healthy fund balance must be continued so the County has the ability to arrange financing for large projects that have been identified.

#### Project Evaluation

Beginning in FY11 through today, project evaluation was done through interaction and discussion between the County Manager and the Commissioners as well as input from the Department Heads. As noted above the CIP is a working document and should be reviewed and updated annually to reflect changing community needs, priorities and funding opportunities.

Project Evaluation Criteria	
Sections	Questions Considered When Evaluating Projects
Department Ranking	➤ What is the departmental priority/ranking for project?
Legal Mandates/Safety	➤ Does the project enable the County to fulfill a new or existing state of federal mandate? ➤ Does the project eliminate an immediate safety hazard for County citizens or employees?
Demonstrated Need/Timing	➤ When does the project need to be completed? Is the project related to another priority project?

5

Impact on Operating & Maintenance Costs	➤ Will the project save the County future operating costs? ➤ Will the project improve operating efficiency? ➤ Will maintenance cost be reduced if the project were undertaken? ➤ Will the project generate additional operating revenue or will it generate additional expense?
Impact on Quality of Life	➤ Will the project improve the quality of life of the County's citizens?
Addresses a deficiency in provision of public services	➤ Is the County unable to provide basic services if the project is not completed? ➤ Are current services in the project area inadequate? ➤ Does the project improve County services?
Linkage to Board of Commissioners' Vision Statement, other Long Range Plans, or Community Support	➤ Does the project help to meet the priorities established by the Vision Statement/goals or other long-range plans? ➤ How will the project help further these priorities? ➤ Does the project have citizen or community support? ➤ Does the project serve a special need of the community?
Funds/grants available from state, federal, and other sources	➤ Besides County general fund revenues, what funding sources are available to fund this project? ➤ Can fees or revenues other than taxes be raised to cover this project's cost?
Extent of secondary benefits	➤ Are there intangible benefits to completing the project? ➤ Are there benefits to the project that are not otherwise considered in the evaluation?
Comments	➤ What comments do you have about the project that needs to be considered by the Board of Commissioners?

6

#### Revenue Sources & Debt Service

One of the most important factors of financing a major project is the county's ability to pay the debt service or the annual costs of the financing. There are several funding sources that will be used to fund projects in the CIP. These sources are dependent on the type of project and the financial impact on the taxpayers of the county:

1. **General Fund Revenues** - May be used to fund Pay As You Go capital projects with amounts under \$300,000.
2. **General Obligation (GO) Bonds** - The County may issue General Obligation Bonds for larger projects such as schools. These bonds are legally binding and are a pledge of the county's full faith, credit and taxing power.
3. **Installment Financing Agreements** - In exchange for bank financing, County assets are used as security for private placement of debt. This type of funding can be used for any capital projects.
4. **Certificates of Participation (COP)** - Essentially a large installment financing agreement (banks are limited on how much they can lend). COPs are usually rated a step below a GO rating.
5. **State and Federal Revenues** - Projects may be financed through low interest federal loans from USDA Rural Development such as the completed Camden Intermediate School Project. Additionally several projects have been financed by the use of state and federal grants such as the Wastewater Treatment and Collection System.
6. **Private Contributions** - Private contributions from developers or adjoining landowners that will become a part of a larger project.

**Note:** There are some limited recurring revenues that are to be used for debt service purposes. Portions of the Article 40 and 42 Sales Taxes are restricted for the purpose of school-related debt service or school capital outlay. The county also receives funds from the state Public School Building Capital Fund (these funds are generated by the state corporate income taxes) that can be used for debt service; however, the status of these funds is uncertain based on the unpredictability of the NC Education Lottery proceeds and other economics.

#### Revenue Sources:

- Restricted portions of Article 40 & 42 Sales Tax
- Annual contributions to the Special Capital Reserve Fund per proposed policies
- Accumulated funds in the Special Capital Reserve Fund & School Capital Reserve Fund

7

#### Revenue Sources & Debt Service

Resources	Project Types	Advantages	Disadvantages
Pay As You Go	Assets with short useful lives, or where most of benefit is achieved early	Saves interest and other costs of issuance	Limits funding for capital needs
	Assets for which matching local funds are required	Preserves financial flexibility	Creates an uneven flow of expenditures
	Assets that are not expensive to acquire and relative to the total Pay As You Go plan	Protects borrowing capacity	
General Obligation Bonds	Projects can be phased with reasonable annual expenditures	Enhances credit quality	
	Assets with long useful lives	Permits governments to acquire assets as needed	Adds financial and administrative costs of procuring capital assets
Certificates of Participation	Projects that are expensive to acquire or that exceed the capacity of the Pay As You Go plan	Limits out capital expenditures	Limits flexibility by committing revenues for life of the bond issue
	Used frequently for purchases of equipment, buildings and real property	Permits governments to acquire assets as needed	Requires voter approval
Grants	Assets qualifying for grant assistance	Interest cost may be higher relative to issuing debt	
Private Contributions	Exceeds size of capital program with little or no cost to local taxpayers	No voter approval	Limited amount of unrestricted grants availability
	Facilities adjacent to private properties	Lowest government capital and/or operating costs	Adds administrative or compliance costs

8

### Funding Method for County Capital Reserve Fund

**Land Transfer Tax:** The Land Transfer Tax is placed in a Capital Reserve fund to support projects in the Capital Improvement Plan and transfers from General Fund balance when it is in excess of targeted levels (Resolution No. 2007-06-04).

It is projected that the Land Transfer tax will generate approximately \$550,000 in FY 2022-2023. These funds are applied to approved capital projects and debt service. Currently \$501 of the county-wide ad valorem tax rate generates approximately \$103,000 in taxes collected by Camden County.

### School Capital Reserve Fund

The School Capital Reserve Fund will continue to be the primary means the county uses to fund school capital projects. Currently capital projects are funded by that portion of the Article 40 & 42 sales tax that is earmarked for school construction by the state. The county also may request funds through the State Public School Building Capital Fund. Lottery proceeds are annually appropriated to this Fund and reserved for School Capital projects. Articles 40 & 42 Sales Tax will generate approximately \$550,000 annually that goes into the School Capital Reserve Fund. It needs to be noted that falling tax revenue is going to be a problem for Camden County due to the COVID-19 virus. Sales taxes on retail, restaurants and hotel rooms are all taking a hit, as is the state's income tax. From a finance perspective it is this unknown that local leaders need to be very cautious with moving forward with increasing debt.

### Enterprise Fund

**South Camden Water & Sewer District:** The South Camden Water & Sewer District is an Enterprise Fund that provides water and sewer to residents of Camden County who live in the Courthouse and Shiloh Townships. Water service is available throughout the two townships and sewer service is available only in a smaller area that is along the US158 / NC343 corridor. The County did make sewer available in the Core Village of South Mills due to failing septic systems a few years back. This fund has been in operation since 1996.

A Reverse Osmosis Water Treatment Plant was constructed and became operational in 2002 along the Pasquotank River in Camden Township near the central area of the county. This facility was built with partial funding from the NC Rural Center.

There are two Wastewater Treatment Plants constructed and in operation in South Mills township and the Courthouse township. The most recent in Courthouse which was partially funded through an EDA Grant.

### County Fire Districts

There are two fire districts in the county, the South Mills Fire District and the Courthouse-Shiloh Fire District. The South Mills Fire Department station is located on Kester Barn Road near South Mills. The South Camden Fire Department has a fire station located on Savers Creek Road near the Courthouse with a second station located in the Shiloh Community along NC343 South. Residents in both districts currently pay a total of .05 tax (.01 fire tax plus a .04 general fund contribution). These revenues fund the operation and capital needs of the fire departments. The county has contracts with both volunteer fire departments detailing how the fire commissions will oversee the operation of the fire departments which includes special approval of all expenditures of \$5,000 or more.

9

In consideration of the current revenue generated from property tax county-wide, it is expected that both districts will have adequate funds to provide for their operational needs and debt service for capital needs for the next five years.

### Adoption of Unified County Government

In May of 2006 the voters of Camden County approved the adoption of Unified County Government. Effective July 1, 2006 the change was implemented granting Camden County both the powers of a county as well as those of municipal government (excluding the creation of a police department). This change in form of government restricts the creation of any other municipal governments within the county thus assuring citizens of only one layer of local government and one layer of taxation.

**Utility Franchise Tax:** A major benefit of the change in form of government is that it allows the County to receive a quarterly allocation of the Utility Franchise Taxes which are typically only received by municipalities. As the County grows and develops additional commercial tax base this allocation increases.

### Capital Project Narrative Descriptions:

The Capital Project narratives are organized in the following categories:

- A. Approved/Funded** - Approved and Funded by vote of the Camden County Board of Commissioners;
- B. Recommended/Unfunded** - Recommended projects by the Camden County Manager but currently Unfunded; and
- C. Identified/Unfunded** - Projects that have been identified by Staff but currently not funded.

10

### Capital Project Narratives

#### A. Approved/Funded:

##### 1. Construction of Raw Water Well

#### Project Description:

**Priority Level:** 1

**Define Problem:** Forecasted residential and commercial growth will require additional sources of fresh water.

**Recommended Solution:** In FY 2019-2020 test wells were installed and engineering design plans and construction cost estimate were obtained. The test well results for two wells are good so it is anticipated the construction of a new well will start either on the site on Seymour Drive or 343 South, in 2022-2023. The American Rescue Act Plan will cover the cost of this construction.

The water plant has a current capacity of .720 MGD and an average use of .495MGD. The State allows 80% use of capacity before design work to increase capacity, which amounts to 576,000 GPD. Subtracting the average use of 495,000 GPD provides only 81,000 GPD for additional development use.

**Alternatives:** None

**Stage of the Project:** New Well and Raw Water transmission line in design phase during FY 2021-2022 by Engineering Services P.A. with an anticipated construction in FY 2022-2023. It is anticipated that this design can be utilized for two sites.

**Relation to Other Projects:** This project is required to attract and support new and existing businesses in Camden County.

**Description of Land Needs:** Land has been purchased. In FY07-08, the county purchased five additional well sites in close proximity to existing water treatment plant.

**Professional Design Work Detail:** None

**Operating Impact:** Additional utilities and equipment maintenance costs.

11

#### 2. Waste Water Expansion - US 158 East from Hardees to Country Club Road

**Project Description:** Extension of sewer lines to the Country Club Area including a 200-300-acre potential mixed-use development as well as available parcels along US 158.

**Priority Level:** 1

**Define Problem:** Sanitary sewer infrastructure is needed to support economic development, residential, and commercial/retail growth.

**Recommended Solution:** Extend existing sanitary sewer line. Estimated cost to be funded by the American Rescue Act Plan

**Alternatives:** Commercial and Residential development is adversely affected without the sewer line extension.

**Stage of the Project:** McGill Associates has prepared a feasibility study to include construction cost estimates. An estimate has been prepared by McGill Associates. Project material costs and petroleum price are increasing adding to the cost estimates already received.

**Relation to Other Projects:** This project is required to attract and support new and existing businesses such as Towne Bank in Camden County. Wastewater service would have positive impact with developing the area adjacent to Shell Station. Also, residents along the Pine Street area have expressed a strong interest in wastewater service due to a variety of system failures. The extension would also increase the line size of the existing force main from Lamb's Marina to the Courthouse Pump Station to support the additional flows.

**Description of Land Needs:** The sanitary sewer lines will run on the DOT right-of-ways. A small parcel of land will have to be purchased for a proposed lift station, exact location to be determined.

**Professional Design Work Detail:** None. Feasibility study completed October 2013, however, the engineering design will need to be updated.

**Operating Impact:** The operating impact will be minimal with the exception of normal wear and tear.

**Cost to Hookup:** The cost to each property owner has not been determined at this time due to increases in materials and labor. Once the sewer line has been installed and owners are notified the line is operational they will be required to connect within a reasonable amount of time (to be determined by the County).

#### 3. Administration Complex Phase II

**Priority Level:** 1

**Project Description:** Construction of an Administration Complex that will serve the needs of county residents in a safe and efficient manner. This project will be built in 2 phases. The Library (1<sup>st</sup> Phase) has been completed. The 2<sup>nd</sup> Phase consists of the construction of the Administration Building and the Civic Center / Senior Center.

12

**Project Definition and Justification**

**Define Problem:** With the purchase of an interim County facility at 330 East Hwy 158, immediate overcrowding concerns at the Courthouse Complex will be addressed with the relocation of Administration, Finance, Economic Development, and Public Works to the new facility.

A "One Stop" approach to service delivery will be considered for the construction of a centralized County complex. Multipurpose conference/training rooms are to be used by all departments, county committees as well as by the community. This building will house the following departments: County Manager's Office, Human Resources, Finance Office, Tax Administration, Utilities, Planning & Community Development Departments Parks & Recreation, Senior Center, and the County Library.

Construction of the building to facilitate a drive-thru window to accommodate payments would be preferable for the county citizens. Finally, this building will be ADA compliant which will allow all the county citizens of Camden County to have access to its services.

**Recommended Solution:** Construction of a Public Services building on the acreage already purchased across the road from the Courthouse Complex. The existing lot would provide additional parking which is greatly needed when court is in session and to accommodate Board of Elections and the Camden Heritage Museum.

**Alternatives:** Continue business in current structure.

**Stage of Project:** County purchased 7.69 acres across the road from the Courthouse Complex. A formal space-needs study was conducted by Wooten Company in March 2016. An architectural design firm, Boomerang Design, and construction manager at risk, MB Kahn, has been hired to completed design work and pre-construction services.

**Relation to Other Projects:** Completion of this project will free up space currently occupied by the Senior Center for use by the Sheriff's Office. It will also allow for the demolition of the space that is currently occupied by the Planning Department, Water and Sewer, and Tax Administration. The building itself is old and run-down beyond full recovery due to the materials themselves (wood structural members) and are decaying from mold or rot. This space has outlived its practicality and is not conducive to a safe work environment.

**Professional Design Work Detail:** The architectural design services for the Library (Phase I) was programmed for FY 2021-2022. Boomerang Design, Raleigh, NC was selected as the design firm and MB Kahn was the Manager at Risk. Design services will be determined when the decision is made to move forward with Phase II.

**Operating Impact:** Increased efficiency in daily operations and co-location of county offices.

13

**4. Broadband****Priority Level: 1**

**Project Description:** Eastern Shore Communication is working with NCDOT and NCDENR (North Carolina Department of Environment and Natural Resources) to secure county wide permits in order to continue to install fiber along Route 343 North and South. Environmental is all complete and signed off through USDA.

**Define Problem:** There is a critical lack of internet and broadband infrastructure throughout the entire County. The COVID-19 pandemic has proven that internet access is paramount in communicating when in a lock down situation. There has been significant improvement with hardware acquisition and installment however there is much more to do before the County will be to a point covering 95% of the area with internet accessibility.

**Recommended Solution:** Continue to install fiber and wireless hardware throughout the County and provide affordable and competitive prices to the citizens. Also continue to seek out grant opportunities and enlist other outside agencies as needed to move this project along.

**Alternatives:** N/A

**Stage of Project:** Phase 1 would bring fiber from the North Water Tower to the South Water Tower via the County Office and Library (Community Center). The point of connection to MCNC (Microelectronics Center of North Carolina) will be at the Shipyard Road/343 intersection. Phase 1 would bring fiber from the North Water Tower to the South Water Tower via the County Office and Library (Community Center). The point of connection to MCNC (Microelectronics Center of North Carolina) will be at the Shipyard Road/343 intersection. ESC is also extending the fiber to the Camden Business Park and is moving forward with fiber installation in the Shiloh area of the County.

**Relation to Other Projects:** Broadband installation throughout the County will improve communications with other business, education, and global networks. This will also have a positive impact on emergency response times of local first responders.

**Professional Design Work Detail:** Eastern Shore Communications has performed a feasibility study for Camden County and is well on the way to having internet access from the Courthouse area to the Camden Commerce Park in South Mills.

**Operating Impact:** Increased internet coverage accessibility for 75 % of Camden County.

**5. New High School****Priority Level: 1**

In March 2019, M. B. Kahn Construction Co., Inc., in partnership with Camden County, NC, initiated a Long Range Facility Plan with the following three goals:

14

- To assess the District's current facilities' conditions
- To evaluate the District's current facilities' expansion capability
- To offer options to address the District's long range facility needs

This assessment addresses existing facilities' conditions, needs, and future plans to provide a blueprint which can be used to reinforce proactive, cost-effective and appropriate actions district-wide. Recommended implementation options offered provide construction strategies which will result in safe, healthy and functional learning spaces, responsive to 21st Century learning methods and facility needs unique to each school. This is a collaborative report, drawing on input from stakeholders within the Camden County community including County and District leadership, school leaders, teachers, and facility operations staff.

This Long Range Facility Plan was presented on September 16, 2019 to the Board of Commissioners, School Board, and other stakeholders. Though this plan focuses on the current and impending needs of the District, it is a living document and will be most effective when District stakeholders review and update action strategies as needed to reflect constraints and opportunities that may arise in the dynamic nature of School District activities.

**B. Recommended/Unfunded:****1. US 158 Sidewalk Extension****Project Description:****Priority Level: 2**

**Define Problem:** The development of the Courthouse Township as a commercial center around public uses such as Camden High School, the US Post Office, and future County community complex is leading to increasing commercial uses and pedestrian activity among the uses. It is important to accommodate the existing and future pedestrians with sidewalks to reduce conflicts with automobile traffic and to encourage walking.

**Recommended Solution:** Require private development to install sidewalks within developments and construct public sidewalks to develop an eventual sidewalk network within the core area. The first section of sidewalks has been constructed around the Town Center project and in front of the high school.

The proposed project is to extend the existing sidewalk in front of the high school approximately 1900 linear feet to the Camden Square shopping and restaurant center. A&E cost approximately \$8,500 and is included in cost estimate.

**Alternatives:** None

**Stage of the Project:** As stated above some sidewalk exists in the area and the recently adopted Unified Development Ordinance (UDO) requires sidewalk in new development. Project will require engineering and construction.

**Relation to Other Projects:** This project is will enhance and support new and existing businesses in the Courthouse area.

15

**Description of Land Needs:** Project would be constructed in NCDOT Right of Way (ROW) and require encroachment permits.

**Professional Design Work Detail:** None

**Operating Impact:** County would be responsible for maintenance of sidewalk and any surrounding landscaping.

**2. South Mills Waste Water Treatment Plant (High Rate Filtration Pond)****Priority Level: 2**

**Project Description:** Increase wastewater disposal capacity to prepare for increased flows from sanitary sewer expansions.

**Define Problem:** The increased wastewater flow as a result of increased residential and commercial development will require added wastewater disposal capacity.

**Recommended Solution:** Study the feasibility of higher rate infiltration ponds for wastewater disposal as opposed to the current spray field acreage located near the South Mills WWTP. The benefits include using less land area and lower operations and maintenance costs together with the ability to use this technology for adequate disposal during winter months

**Alternatives:** Continue to utilize the existing spray fields in South Mills Township.

**Stage of the Project:** Eastern Carolina Engineering has prepared a preliminary soils boring test analysis at the current WWTP spray fields site. The testing shows the soils at the spray field site would support the high rate disposal system.

**Professional Design Work Detail:** None to date.

**Operating Impact:** The operating impact will be minimal with the exception of normal wear and tear.

**3. Treasure Point Building****Priority Level: 2**

**Summary and Project Description:** This property is centrally located in Camden County along the banks of Areneuse creek, a tributary of the Pasquotank river. This area consists of public green space, a river access dock with canoe/kayak launch, and multi-use woodland trails. The 3.8 acres of land to be developed with this project will also connect the residents to an additional, approximate 23 acres of woodland trails for public enjoyment. Approximately 0.5 acres that directly borders the water is open green space, while the rest is forest. There is a public accessible park with green space, water access, fishing pier, canoe & kayak launch, picnic tables, and grills. This property has been the primary educational space for N.C. Cooperative Extension-Camden Center's 4-H department since 1978 (summer camps, environmental education). It is occasionally utilized by other local organizations such as Boy Scouts, Girl Scouts and FFA. Existing

16



structures include a bathhouse with 2 restrooms, outdoor showers, and an attached storage building. Structures on the property include a metal storage building (10'x12' in size), fishing pier with canoe and kayak launch, benches and picnic tables. All of these structures will remain intact, without modifications. Utilities will be extended to the new facility. A new septic system is to be established for new facility. A new entrance and parking to be established. This property is accessible by Treasure Point Road. This property is currently owned by the Camden County 4-H and Youth Foundation, a 501(c)(3) organization. The Foundation is no longer equipped to own and manage this property and is currently agreeable to donating the land to Camden County. This offer is generous, however, potentially limited and time restricted. Camden County is fortunate to have abundant natural resources however, public access is limited. Access to areas with features such as these are essentially non-existent.

### C. Identified/Unfunded:

#### 1. South Mills Boat Ramp and Park

**Priority Level:** 3

**Project Description:** Obtain property and construct a small Community Park in the South Mills Township area.

#### Project Definition and Justification

**Define Problem:** As the County's population grows, demand for recreation space and activities will increase. Parks are an integral element of strong communities and promote healthy living activities, especially when located in or in close proximity to residential areas. Currently all county park facilities are located in the courthouse township at Grady Elementary School. The distance from South Mills to the one central community park is an obstacle to pursuing both organizational and independent recreation, and the existing community park has little if any room for expansion of park or parking areas.

**Recommended Solution:** Purchase 10 to 20 acres for construction of a community park with both active and passive recreation areas including baseball/soocer fields, playground equipment, and picnic shelter. Limited funding may be generated from requiring fees in lieu of land dedications for new residential subdivisions. As part of this process, the County is pursuing the construction of a boat ramp and parking area on a 5-acre tract at Turner's Cut and Union Camp Road.

**Alternatives:** N/A

**Stage of Project:** Researching available land and opportunities

**Relation to Other Projects:** Allows expansion of outdoor recreational offerings.

**Professional Design Work Detail:** None started at this time. Will need a general park design to identify land requirements, prior to locating alternative sites possibilities.

**Operating Impact:** The project will increase Parks and Recreation operations and

17

maintenance budget.

#### 2. South Mills Waste Water Expansion and Disposal (Plant)

**Priority Level:** 2

**Project Description:** The South Mills Wastewater Treatment Plant will need additional treatment capacity and disposal to handle the increased flow demands from the residential developments that are currently proposed. A PER was conducted to evaluate the options for increased wastewater treatment capacity and the cost for each. The cost to add 100,000 GPD of capacity to the existing treatment plant and disposal was approximately \$9M. This expansion would handle the first two building phases in the residential development and provide information on how much additional treatment capacity is needed.

**Define Problem:** Current Treatment Plant has approximately 10,000 GPD of treatment capacity left and two large residential subdivisions are under development.

**Recommend Solution:** Construct additional capacity at the existing wastewater treatment plant.

**Alternatives:** Build a new wastewater treatment plant, or require developer to build a wastewater treatment plant to handle wastewater flow produced by new development.

**Stage of the Project:** A P.E.R. was completed to determine the most cost-effective alternatives for increased wastewater treatment capacity.

**Professional Design Work Detail:** None to date.

**Operating Impact:** The operating impact would be minimal.

18

### Resolution No. 2007-06-04

#### A Resolution of the Camden County Board of Commissioners Regarding Setting Financial Policies

**Whereas,** stability in fiscal affairs is a desirable objective, but a difficult goal for counties to attain because many factors some of which are the relationship of the various units of government, mandates, the changing economies and the limited authority of local government; and

**Whereas,** the Board of Commissioners is of the opinion that the statement of minimum standards of fiscal policy would help present and future boards and staff to adapt to the changes that occur and help them to attain a reasonable measure of fiscal stability;

**Now, Therefore Be It Resolved,** that the Camden County Board of Commissioners does hereby adopt the following financial policies:

#### Debt-

Debt service will not exceed 15% of general fund expenditures. In any year where debt service is less than or equal to 14% of general fund expenditures at least 1% of the operating budget may be transferred to capital reserve.

The county will strive to pay outstanding principle debt within 15-20 years.

The county will strive to maintain its debt at no greater level than 2% of the assessed valuation of taxable property in the county.

#### Fees & User Charges -

As part of the annual budget process the County shall review the fees and user charges. All changes to the schedule of fees must be approved by the Board of Commissioners.

The County should charge fees if allowable, when a specific group of beneficiaries can be identified, when it is feasible to charge the beneficiaries, and when there is no reason to subsidize the service wholly or in part. Fee levels should be set to recover the full costs of the services provided, unless it is deemed necessary to partially subsidize the services.

Factors to consider in deciding whether a subsidy is appropriate include the burden on property tax payers, the degree to which the service benefits a particular segment of the population, whether beneficiaries can pay the fee, and whether the service provides a broader benefit to the community.

#### Fund Balance -

The county will strive to maintain an available fund balance equal to 25% of the General Fund budget at the end of each fiscal year which is

19

substantially higher than the minimum recommended by the Local Government Commission.

General Fund balances in excess of targeted levels may be transferred to the County's Capital Improvement Plan (CIP).

#### Competitive Employment -

The county will strive to maintain competitive pay rates by making annual cost of living adjustments when economically feasible for the county based on the consumer price index.

#### Tax Rate -

In an effort to stabilize the county's tax rate, the Board of Commissioners will adopt a tax rate that considers the succeeding four years anticipated expenditures and will strive not to change the tax rate prior to the next revaluation.

The Board of Commissioners will seek to limit the growth of the annual operating budget to an amount that can be accommodated by growth in the tax base as well as other state and federal revenues, without a tax increase wherever possible.

The County will strive to annually review and develop revenue projections, expenditures, and the fund balance for the next five years.

**Adopted this 4<sup>th</sup> day of June, 2007**

Jeffrey Jennings, Chairman

Attest:

Ava Gurganus, Clerk to the Board

20

Deborah Penwell questioned the need for the placement of the administrative complex on the Capital Improvement Program as a Priority Level 1 in that citizens do not frequent most of the county offices on a daily basis.

There was a brief exchange between Commissioner Riggs and Mrs. Penwell in regard to the condition of some of the county office buildings versus the condition of some of the school building classrooms.

Chairman Munro inquired of Mr. Bowman the status of funds received by the county as a result of the taxes that were levied for the new high school and its operating expenses. Mr. Bowman confirmed that the funds are being held and have not been used for any purpose.



Jeannie LeFrancois added that there is a problem with black mold in the area and if it is discovered in the schools the state will close the schools. Ms. LeFrancois also mentioned future I-87.

School Superintendent Dr. Joe Ferrell clarified that absolutely no black mold has been found in the schools.

Darrell Lalonde of South Mills asked if the funds from the taxes that are being set aside for the new high school are being held in an interest-bearing account. County Manager Ken Bowman responded that at this time the funds are not. Chairman Munro stated that it will be researched further.

Mary Cherry Tirak inquired as to the location of the future park in South Mills.

Mr. Bowman explained that initially the proposal was in the location of the water plant. The county has been in negotiation with South Mills Water but no decisions have been made to date.

Lynn Needham, retired school employee, clarified that at one time there was mold present in a classroom in the high school and also at Camtech.

**Motion to close the public hearing.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Ross Munro
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

**Motion to add the 2022-2026 Capital Improvement Program to the agenda for consideration.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Tiffney White
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

**Motion to approve the 2022-2026 Capital Improvement Program as presented.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Tiffney White
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

**C. Proposal to Purchase Property for the New High School**

**Motion to open the public hearing for the proposal to purchase property for the new high school.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Ross Munro
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

Chairman Ross Munro stated that the Board of Commissioners is working in consultation with the Board of Education on a decision to purchase the property for the new high and the Board is not moving ahead the property for the new high school without their agreement and buy-in or rather consulting them.

County Manager Ken Bowman presented the following:

Purchase of property for the new high school. It has come to the attention of the County leadership that the property located on RT 343 N that has been designated for the new high school is less than desirable to develop due to the subsoils located on the property. After much work and various soil samplings the Manager at Risk, MB Kahn, has determined the cost to mitigate the site would drive the cost up significantly upwards of \$4M. In addition, the location of the school along RT 343 N will create traffic issues for both the traveling public and those using the school location.

With that in mind, the County wanted to look for an alternate site for the new high school. The location being considered is located across from the County Administration Building on Hwy 158 East. This project site is located along the south side of NC Hwy 158 (Shortcut Road) in Camden, North Carolina. More specifically, the site is located approximately 0.5-miles east of the NC Hwy 158 and NC SR 34 intersection and was observed to consist of an open agricultural area. The property consists of 194 acres of which 60-70 acres would be designated for the new high school. This property will provide adequate space for the new building, parking, sports fields and expansion when needed.

The County has already contracted with Timmons Group to conduct an environmental analysis and soil borings on this site to ensure the land is satisfactory for the new high school (see attached).

On May 2, 2022 the Board of Commissioners voted to set a Public Hearing for June 6, 2022 to receive citizen input on the proposal to purchase this property for the new high school.

**Motion to close the public hearing.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Ross Munro
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

County Attorney John Morrison clarified that the County has made no commitment and signed no contract to buy the property. Mr. Morrison explained that the Board of Commissioners and Board of Education had met the previous week to discuss the property and more information is needed from additional experts before a decision is made. The County is under no obligation to purchase the entire acreage but favorable options have been offered to the county in regard to the purchase that could benefit the County in the area of Economic Development.

Board of Education member Jason Banks inquired if another public hearing will be held after more studies are completed, additional consultation has taken place and information can be released to the public.

Chairman Munro responded in the affirmative.

Mr. Morrison clarified that public hearings are at the discretion of the Board.

**ITEM 6. OLD BUSINESS**

**A. Preliminary Plan Keeter Barn Landing Major Subdivision – Amber Curling**

Keeter Barn Landing LLC is requesting Preliminary Plan approval for Keeter Barn Landing Major Subdivision. The following items have been submitted with the package: Land Use Application/Preliminary Plan/Staff Findings/TRC inputs/Deed/Neighborhood Meeting Results. The Subdivision consists of 37 single family lots located on the south west corner of Keeter Barn Rd and US Hwy 17 in the South Mills Township.

On March 16, 2022 the Planning Board with a 3-2 vote recommend denial of the Keeter Barn Landing Major Subdivision application request.

A Public Hearing for Keeter Barn Landing LLC requesting Preliminary Plan approval for Keeter Barn Landing Major Subdivision was held on April 4<sup>th</sup> 2022. The Board of Commissioners voted to table considerations to the May 2<sup>nd</sup> 2022 Board of Commissioners meeting. At the May 2<sup>nd</sup> 2022 meeting the Board of Commissioners voted to table considerations until the June 6, 2022 Meeting.

Commissioner Krainiak inquired if the concerns in regard to the helicopter landing pad had been resolved. Mrs. Curling confirmed that those issues had been resolved.

Commissioner Riggs asked if anything had changed since the Planning Board voted to deny approval with a 3-2 vote. Mrs. Curling responded that nothing in the packet had changed since the Planning Board meeting.

Commissioner Krainiak asked for the reason of the Planning Board's denial of the request. Mrs. Curling responded that the comments and concerns of the Technical Review Committee were taken into consideration.

Commissioner Tiffney White inquired as to any changes in the sewer plans since the last meeting. Mrs. Curling responded that it had been discussed and a resolution in process to encourage connection to the sewer. For this project the developer it is not financially feasible to connect to county sewer. She confirmed that the change in sewer connection fees will be on the July agenda for a Public Hearing.

Jason Mizelle with Timmons Group addressed the Board on behalf of Keeter Barn LLC. He explained that as the Board requested the applicant researched the costs associated with putting in the infrastructure required to connect to the County's sewer system. The estimated costs were \$400k - \$450k, which is \$11k to \$12k per lot – all upfront costs prior to drawing the first building permit; as opposed to advanced septic systems that could be done on an as-permitted basis. In addition, there are required tap fees of \$3500 for a three-quarter inch tap and then the \$7400 allocation fee for the service.

**Motion to approve Ordinance 2022-04-01 / Major Conservation Subdivision Application (UDO 2021-08-19).**

<b>RESULT:</b>	<b>PASSED [3-2]</b>
<b>MOVER:</b>	Ross Munro
<b>AYES:</b>	Tom White, Ross Munro, Randy Krainiak
<b>NOES:</b>	Clayton Riggs, Tiffney White

A poll of the Board requested by the Chairman on this vote resulted in the following:

Commissioner Tom White voted aye.

Commissioner Randy Krainiak voted aye.

Chairman Ross Munro voted aye.

Vice Chair Tiffney White voted nay.

Commissioner Clayton Riggs voted nay.

**ITEM 7. NEW BUSINESS**

**A. Tax Report – Lisa Anderson**

<u>MONTHLY REPORT OF THE TAX ADMINISTRATOR TO THE CAMDEN COUNTY BOARD OF COMMISSIONERS</u>		
<u>OUTSTANDING TAX DELINQUENCIES BY YEAR</u>		
<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2021	223,120.51	13,707.80
2020	72,379.98	5,129.63
2019	35,333.43	2,912.93
2018	21,938.67	1,513.14
2017	12,425.23	1,821.40
2016	8,225.58	1,223.09
2015	6,791.79	689.62
2014	9,652.65	1,028.28
2013	6,709.14	4,694.65
2012	5,683.74	7,251.38

TOTAL REAL PROPERTY TAX UNCOLLECTED	402,260.72
TOTAL PERSONAL PROPERTY UNCOLLECTED	39,971.92
TEN YEAR PERCENTAGE COLLECTION RATE	99.48%
COLLECTION FOR 2022 vs. 2021	120,779.24 vs. 57,411.01

**LAST 3 YEARS PERCENTAGE COLLECTION RATE**

2021	97.52%
2020	99.02%
2019	99.50%

**EFFORTS AT COLLECTION IN THE LAST 30 DAYS**

ENDING April 2022

**BY TAX ADMINISTRATOR**

86	NUMBER DELINQUENCY NOTICES SENT
39	FOLLOWUP REQUESTS FOR PAYMENT SENT
3	NUMBER OF WAGE GARNISHMENTS ISSUED
2	NUMBER OF BANK GARNISHMENTS ISSUED
30	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
0	NUMBER OF JUDGMENTS FILED

**30 Largest Unpaid – Real**

Roll	Parcel Number	Unpaid Amount	YrsDltg	Taxpayer Name	City	Property Address
R	02-8923-00-19-3774.0000	12,086.44	1	NMT PROPERTIES LLC	CAMDEN	431 158 US W
R	01-8929-00-34-2503.0000	8,338.03	1	SPONBERAR COMMERCIAL FINANCE	SOUTH MILLS	301 JAPONICA DR
R	02-8943-01-17-4388.0000	7,745.40	1	THOMAS REESE	CAMDEN	HORSESHOE RD
R	01-7989-00-01-1714.0000	6,166.42	10	CHARLES MILLER HEIRS	SOUTH MILLS	187 C THOMAS POINT RD
R	03-8971-00-23-2253.0000	6,036.09	1	ARODE OF CAMDEN, INC.	SHILOH	146 158 US W
R	02-8934-01-18-8072.0000	5,795.45	1	ARNOLD AND THORNLEY, INC.	CAMDEN	158 US E
R	02-8935-02-66-7093.0000	5,712.54	1	B. F. ETHERIDGE HEIRS	CAMDEN	HORSESHOE RD
R	01-7979-00-61-7358.0000	4,906.97	1	BERT LLC	SOUTH MILLS	297 A OLD SWAMP RD
R	01-7999-00-62-3898.0000	4,705.65	1	MICHAEL ASKEW	SOUTH MILLS	112 158 US W
R	02-8934-01-29-4617.0000	4,687.31	1	JAMES B. SEYMOUR ETAL	CAMDEN	168 BUSHELL RD
R	02-8945-00-41-2060.0000	4,649.77	1	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	172 NECK RD
R	03-8962-00-05-0472.0000	4,590.46	1	FRANK MCMILLIAN HEIRS	SHILOH	115 COOKS LANDING RD
R	03-8943-02-75-4196.0000	4,471.07	1	SHERILL W PRICE JR	SHILOH	116 MISTLETOE LN
R	03-8899-00-55-2698.0000	4,415.74	1	RONALD E EDWARDS	SHILOH	1330 343 HWY S
R	03-8972-00-54-4332.0000	4,328.17	1	GILBERT WAYNE OVERTON &	CAMDEN	670 343 HWY N
R	02-8916-00-39-5170.0000	4,144.46	1	DONALD RAY JONES	CAMDEN	409 HORSESHOE RD
R	01-7979-00-13-4667.0000	4,119.24	1	SUSAN CHARLENE BEARD ET AL	SOUTH MILLS	503 SAILBOAT RD
R	03-9809-00-24-8236.0000	3,948.55	1	GENE W IRBY	SHILOH	142 STANLEY LN
R	03-8973-00-53-0748.0000	3,727.87	1	MORRIS L. KIGHT III	SHILOH	237 PALMER RD
R	02-8954-00-43-8538.0000	3,614.32	1	BILLY ROSS FEREZEE	CAMDEN	195 COUNTRY CLUB RD
R	02-8934-03-31-9750.0000	3,402.54	1	CAROLYN MCDANIEL	CAMDEN	223 PERKINS RD
R	03-8953-00-76-2855.0000	3,356.58	1	ROBERT JASON HOLTON	SHILOH	104 HIGH RD
R	03-9809-00-23-4988.0000	3,268.68	1	WANDA H WELLS	CAMDEN	238 COUNTRY CLUB RD
R	02-8934-04-72-0416.0000	3,235.88	1	PAULINE JETTE	SHILOH	WICKHAM RD
R	03-8963-00-67-1021.0000	2,912.38	1	Cecil BARNARD HEIRS	SHILOH	WINDY HEIGHTS DR
R	02-8963-01-06-9013.0000	2,880.31	1	JEWEL H. DAVENPORT	CAMDEN	352 SANDY HOOK RD
R	03-8965-00-37-4242.0000	2,853.28	1	DORA EVANS FORBES	SHILOH	169 RAYMONS CREEK RD
R	03-8961-00-68-3593.0000	2,835.12	1	EDWARD LANE MOORE	SHILOH	SECOND CREEK RD
R	03-8990-00-18-6042.0000	2,792.66	1	LARRY MOTLEY	SHILOH	LAMBS RD
R	02-8936-00-23-4750.0000	2,769.92	1	AARON DARNELL CHAMBLEE ET AL	CAMDEN	

## 30 Oldest Unpaid – Real

Roll	Parcel Number	YrsDltg	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	6,166.42	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8962-00-04-9097.0000	10	2,912.38	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8965-00-37-4242.0000	10	2,853.28	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	03-8952-00-95-8737.0000	10	2,766.66	SEAMARK INC.	SHILOH	HOLLY RD
R	01-7988-00-91-0179.0001	10	2,151.92	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	10	2,077.02	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8943-04-93-8214.0000	10	1,954.13	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7999-00-12-8596.0000	10	1,892.64	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7091-00-64-6569.0000	10	1,879.21	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	03-8959-00-64-8379.0000	10	1,809.51	CLARENCE D. TURNER JR.	SOUTH MILLS	STINGY LN
R	01-7080-00-62-1977.0000	10	1,293.76	CHRISTOPHER FROST-JOHNSON	SHILOH	LITTLE CREEK RD
R	02-8936-00-24-7426.0000	10	1,157.52	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	01-7989-04-60-1568.0000	10	851.94	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	01-7989-04-60-1568.0000	10	847.68	EMMA BRITTE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1568.0000	10	827.30	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	01-7090-00-60-5052.0000	10	814.52	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	01-7989-04-90-0938.0000	10	765.22	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	03-8909-00-24-6322.0000	10	667.69	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	02-8955-00-13-7846.0000	10	595.88	WARTIE MERCER	CAMDEN	IVY NECK RD
R	03-8959-00-36-1568.0000	10	463.73	PETER BUTSAVAGE	SHILOH	HIBISCUS RD
R	03-8962-00-55-5300.0000	10	427.31	OCTAVIA COPELAND HEIRS	SHILOH	457 NECK RD
R	03-8980-00-61-1968.0000	10	381.59	WILLIAMSBURG VACATION	CAMDEN	CAMDEN POINT RD
R	03-8909-00-54-8280.0000	10	303.70	RODNEY STEVEN SPIVEY &	SHILOH	SAILBOAT RD
R	01-7090-00-95-5262.0000	10	297.16	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-8909-00-66-0120.0000	10	286.40	RANDELL CRIDER	SHILOH	SAILBOAT RD
R	03-8980-00-84-0931.0000	10	284.84	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
R	02-8936-00-25-7407.0000	10	220.95	CHARLIE RUDOLPH CHAMBLEE	CAMDEN	BOURBON ST
R	03-8909-00-45-1097.0000	10	203.59	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	03-8962-00-60-7648.0000	10	189.72	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD
R	03-8959-00-37-0046.0000	10	149.93	ELIZABETH LONG	SHILOH	HIBISCUS RD

## 30 Largest Unpaid – Personal

Roll	Parcel Number	Unpaid Amount	YrsDltg	Taxpayer Name	City	Property Address
P	0001708	1,207.54	5	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0001104	1,148.60	1	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0000295	1,126.07	3	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0002941	1,083.89	1	BARKER'S TRUCKING, INC.	SHILOH	343 SASSAFRAS LN
P	0000659	968.85	1	RICKY'S WELDING, INC.	SHILOH	864 SANDY HOOK RD
P	0002194	577.25	1	AARON MICHAEL WHITE	SHILOH	849 SANDY HOOK RD
P	0001046	562.79	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	534.66	10	PAM BUNDY	SHILOH	105 AARON DR
P	0000297	522.02	1	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0001681	504.70	10	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001721	457.37	1	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD
P	0002182	449.91	1	CADENMI TRAINING CENTER LLC	SHILOH	100 RUDDIN RIDGE RD
P	0001210	411.11	10	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0003721	396.00	1	JIMMY'S TRUCKING & HAULING LLC	CAMDEN	127 TRAFORD RD
P	0003099	392.76	1	AARON M. BROWN	SHILOH	108 CHERY BLOSSOM WAY
P	0003192	382.04	1	ROBERT W. ALDERMAN HUDGINS	CAMDEN	409 343 HWY N
P	0003559	365.94	1	BENNY FARRELL TUCKER	ELIZABETH CITY	152 158 US W
P	0003405	355.61	3	JOHN R BARKER	SHILOH	108 SASSAFRAS LN
P	0001538	311.90	10	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0003501	310.39	1	DIANE L. NOBLE	CAMDEN	152 158 US W
P	0000738	307.42	10	LESLIE BETHERIDGE JR	CAMDEN	431 158 US W
P	0003513	282.06	1	JULIE PORTER	CAMDEN	431 158 US W
P	0003537	279.87	1	NATHAN MARC SEBURA	CAMDEN	431 158 US W
P	0003208	271.52	1	RICKY W. JOHNSON	CAMDEN	113 PALMER RD
P	0003075	255.21	1	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD
P	0000945	243.90	1	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0001694	241.65	10	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	238.91	10	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0002773	231.08	1	SEVAN NERO BARTLETT	SOUTH MILLS	197 HERMAN ARNOLD RD
P	0003415	228.97	1	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD


## 30 Oldest Unpaid – Personal

Roll	Parcel Number	YrsDltg	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001709	10	1,207.54	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0001046	10	562.79	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	10	534.66	PAM BUNDY	SHILOH	105 AARON DR
P	0001681	10	504.70	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001230	10	411.11	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001538	10	311.90	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0000738	10	307.42	LESLIE BETHERIDGE JR	CAMDEN	431 158 US W
P	0001694	10	241.65	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	10	238.91	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0001106	10	203.87	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001827	10	148.15	KAREN BUNDY	CAMDEN	431 158 US W
P	0000295	6	1,126.07	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000770	6	134.40	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
P	0000385	6	121.17	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND
P	0002921	6	120.68	CYNTHIA MAB BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0001104	5	1,148.60	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0000945	5	243.90	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0002442	5	200.37	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0002468	5	178.15	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
P	0002968	5	165.22	MICHAEL WILLIAM MAINELLO	SOUTH MILLS	237 KEETER BARN RD
P	0001180	4	135.45	WILLIAM MICHAEL STONE	CAMDEN	130 WILL DAM RD S
P	0001689	4	125.28	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
P	0002194	4	577.25	AARON MICHAEL WHITE	SHILOH	849 SANDY HOOK RD S
P	0002902	4	222.92	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0001512	4	167.69	JOHN WESLEY BURGESS, JR.	CAMDEN	431 158 US W
P	0000297	3	522.02	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0003559	3	365.94	BENNY FARRELL TUCKER	ELIZABETH CITY	152 158 US W
P	0003405	3	355.61	JOHN R BARKER	SHILOH	108 SASSAFRAS LN
P	0003501	3	310.39	DIANE L. NOBLE	CAMDEN	152 158 US W
P	0003513	3	282.06	JULIE PORTER	CAMDEN	431 158 US W

Motion to approve the tax report as presented.

**RESULT:** PASSED [5-0]  
**MOVER:** Ross Munro  
**AYES:** Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

## B. Resolution 2022-06-01: Salaries &amp; Compensation for Various Boards and Commissions



**Resolution No. 2022-06-01**  
**A RESOLUTION OF THE**  
**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**SALARIES AND COMPENSATION**  
**FOR VARIOUS BOARDS AND COMMISSIONS**  
**FISCAL YEAR 2022-2023**

**Whereas**, the Camden County Board of Commissioners desires to provide reasonable compensation for service on various boards and commissions of the County;

**Now, Therefore, Be It Resolved** that the Camden County Board of Commissioners meeting this 6<sup>th</sup> day of June 2022 in Camden Village, Camden County, North Carolina does hereby amend the following salaries and compensation for the stated boards and commissions for the period beginning July 1, 2022 and ending June 30, 2023,

**Section 1: BOARD OF COMMISSIONERS**

Chairman \$750.00 per month plus mileage.

Vice-chairman/  
Board Member \$725.00 per month plus mileage.

- The monthly "salary" of the Board members shall be considered as compensation for regularly scheduled meetings of the board per the annual Meeting Calendar. Same day attendance at meetings will not be eligible for reimbursement – i.e., a closed session in advance of a board meeting.
- Board members attending Special Meetings and Budget Work Sessions will be compensated at a rate of \$75 per meeting. Board members will be compensated up to \$75 for attendance at other board meetings they have been appointed to and not already compensated for by those boards.
- For purposes of reimbursement, eligible meetings would include those in which the board members serve and participate by virtue of their position and/or in representation of their position as a board member and/or are an invited "participant" by staff or agency/department and may include Association Ad Hoc Committee meetings, Ground Breakings and Ribbon Cuttings or any meeting at the request of the Board of Commissioners in the Commissioner's official capacity.

- The following are not reimbursable expenses: Attendance to social occasions (banquets, meals (except as part of a participatory meeting), entertainment, sports, galas, fundraisers, clubs, etc.), or informal or telephonic conversations. Also alcoholic beverages, political contributions, tips greater than 18%, parking or traffic violations / fines, entertainment expenses such as tickets to sporting events or theaters, and in room movies. For any fundraisers the board decides to attend, the County will pay for the ticket if the Commissioner's agree that the event benefits Camden County residents and serves a public purpose, however, they will not receive meeting pay for attendance. (Must be non-partisan and non-profit.)
- Attendance at Board appointed Board Meetings (i.e. Library, DSS, ADJ) will not be reimbursable to Commissioners who are not appointed to those boards unless they are requested to attend by the appointee who is unable to attend or at the request of the Board of Commissioners in the Commissioner's official capacity.
- Commissioners shall receive a payment of \$150.00 per day for any meeting or day for travel to/from meeting, lasting more than four (4) hours and out of the county (30 mile radius of the Courthouse).
- Board members are required to submit in writing a payment request in the form of an expense report (via internal form) to the Finance Officer not later than the last business day of each month. The report will contain all expenses including compensation along with a description of the meeting, date, time and place.
- Special meeting reimbursement requests that exceed seven (7) in a month will require Board approval.

**Section 2: BOARD OF ELECTIONS**

Chairman Compensation - \$50 for meeting with Board. \$50 per day for Election Day, canvass day, and instruction day plus mileage.

Board Members Compensation - \$40 per meeting with Board. \$40 per day on Election Day and canvass day plus mileage.

Chief Judge Compensation - \$40 per day for instruction day and canvass day plus mileage. \$150.00 per day for Election Day plus mileage. \$20 for pick-up day.

Judges Compensation - \$20 for instruction day. Election Day at \$120.00 per day.

Assistants Compensation - \$20 for instruction day. Election Day at \$100.00 per day.

**Section 3: PLANNING BOARD AND ZONING BOARD OF ADJUSTMENTS**  
Compensation - \$50.00 per meeting plus mileage.

**Section 4: SOCIAL SERVICES BOARD**

Chairman Compensation - \$35.00 per meeting plus mileage.

Board Members Compensation - \$30.00 per meeting plus mileage.

**Section 5: AGING ADVISORY COUNCIL**  
Compensation - \$30.00 per meeting, plus mileage and meal if required.

**Section 6: RECREATION BOARD**  
Compensation - \$30.00 per meeting, plus mileage.

**Section 7: JURY COMMISSION**  
Compensation - \$ 7.25 per hour for hours worked compiling jury list.

**Section 8: ECONOMIC DEVELOPMENT BOARD**  
Compensation - \$30.00 per meeting, plus mileage.

**Section 9: SENIOR CENTER BOARD**  
Compensation - \$30.00 per meeting, plus mileage.

**Section 10: LIBRARY BOARD**  
Compensation - \$30.00 per meeting, plus mileage.

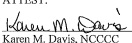
**Section 11: POTENTIALLY DANGEROUS DOG APPEALS BOARD**  
Compensation - \$30.00 per meeting, plus mileage.

**Section 12: AGRICULTURAL ADVISORY BOARD & FIRE COMMISSIONS**  
No Compensation

**Section 13: TRAVEL & MILEAGE REIMBURSEMENT**  
All Boards and Commissions are subject to the approved Camden County Travel Policy. Mileage will be computed based on home of record and return. Mileage will be reimbursed at the rate established by the Federal Mileage Reimbursement Rate for travel as allowed in IRS Publication 15 for all compensable meetings. Any volunteer or non-paid meetings will not qualify for travel or mileage reimbursement without Board of Commissioners approval.

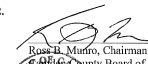
Adopted this the 6<sup>th</sup> day of June 2022.

ATTEST:




Karen M. Davis, NCCCC

Clerk to the Board of Commissioners



Ross B. Munro, Chairman



Camden County Board of Commissioners

**Motion to change the Planning Board salary from \$30 to \$50 per meeting and to adopt Resolution 2022-06-01 with that amendment.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Tom White
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

Attachment: bocminutes\_060622 (3324 : BOC Meeting Minutes - June 6, 2022)



**ITEM 8. BOARD APPOINTMENTS****A. Library Board**

**Motion to approve the appointment of Christy Pankey to the Library Board.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Tom White
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

**ITEM 9. CONSENT AGENDA**

- A. BOC Meeting Minutes – May 2, 2022
- B. BOC Meeting Minutes – May 4, 2022
- C. Budget Amendments

2021-22-BA036

**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, 2022.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10330510-402003	LESO REVENUE	\$2,392.00	
<b>Expenses</b>			
105100-557003	LESO EXPENSE	\$2,392.00	

This Budget Amendment is made to appropriate funds to LESO from items sold through Govdeals.

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 6<sup>th</sup> day of June, 2022.

*Karen M. Davis* Clerk to Board of Commissioners  
*[Signature]* Chairman, Board of Commissioners



2021-22-BA037

**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, 2022.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10360510-434898	GRANT REVENUE	\$9,154.80	
<b>Expenses</b>			
105100-533100	GRANT EXPENSE	\$9,154.80	


This Budget Amendment is made to appropriate funds from the grant revenues to the grant expenses for grant monies received.

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 6<sup>th</sup> day of June, 2022.

*Karen M. Davis* Clerk to Board of Commissioners  
*[Signature]* Chairman, Board of Commissioners



2021-22-BA038

**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, 2022.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10320480-435603	R/D STAMPS	\$50,000	
<b>Expenses</b>			
104800-552001	CONVEYANCE TAX	\$50,000	


This Budget Amendment is made to appropriate funds from Register of Deed stamp revenues to the Conveyance Tax 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 6<sup>th</sup> day of June, 2022.

*Karen M. Davis* Clerk to Board of Commissioners  
*[Signature]* Chairman, Board of Commissioners









## I. Surplus Property

**CAMDEN COUNTY**  
Serving the Community Since 1793  
Realizing Opportunities

**Surplus Property Request**

Requested by: Ross Mondro  
☒ Sell ☐ Dispose

Department: Administration

Item: Ford Expedition 2012

Disposal Method: Sell

Suggested Value: \$4000.00

Reason for surplus: Age / Mileage / Rust / AC problems / Unknowns / Side hours / Hall Damage

Item Description: 2012 Ford Expedition

**Manager Approval**

Disposal Method: \_\_\_\_\_

Value: \_\_\_\_\_

Comments: \_\_\_\_\_

**Board Approval** Ross Mondro

☒ Approved ☐ Denied Date: \_\_\_\_\_

Comments: \_\_\_\_\_

**Final Disposition Date:**

Method: \_\_\_\_\_

Amount: \_\_\_\_\_

Purchased by: \_\_\_\_\_

## J. Audit Engagement Letters – On file in the Finance office, incorporated herein by reference.

## K. Juvenile Crime Prevention Council Certification Standards and Appointments

JUVENILE CRIME PREVENTION COUNCIL CERTIFICATION STANDARDS	JUVENILE CRIME PREVENTION COUNCIL CERTIFICATION STANDARDS
<p>G.S. 143B-853 allows for a 2-year funding cycle for programs that meet the requirements of the statute and have been awarded funds in a prior funding cycle. Indicate below if the JCPC plans to allow for a 1-year or 2-year funding cycle.</p> <p>2-Year Funding: FY 2021-2022 and FY 2022-2023</p> <p><b>Membership</b></p> <p>A. Have the members of the Juvenile Crime Prevention Council been appointed by county commissioners? <u>Yes</u></p> <p>B. Are members appointed for two-year terms and are those terms staggered? <u>Yes</u></p> <p>C. Is membership reflective of social-economic and racial diversity of the community? <u>Yes</u></p> <p>D. Does the membership of the Juvenile Crime Prevention Council reflect the required positions as provided by N.C.G.S. §143B-846? <u>No</u></p> <p>If not, which positions are vacant and why? No juvenile defense attorney. Student slots will be filled in September.</p> <p><b>Organization</b></p> <p>A. Does the JCPC have written Bylaws? <u>Yes</u></p> <p>B. Bylaws are <u>Attached</u></p> <p>C. Bylaws contain Conflict of Interest section per JCPC policy and procedure. <u>Yes</u></p> <p>D. Does the JCPC have written policies and procedures for funding and review? <u>Yes</u></p> <p>E. These policies and procedures <u>On file</u></p> <p>F. Does the JCPC have officers and are they elected annually? <u>Yes</u></p> <p><b>Meetings</b></p> <p>A. JCPC meetings are considered open and public notice of meetings is provided. <u>Yes</u></p> <p>B. Is a quorum defined as the majority of membership and required to be present in order to conduct business at JCPC meetings? <u>Yes</u></p> <p>C. Does the JCPC meet six (6) times a year at a minimum? <u>Yes</u></p> <p>D. Are minutes taken at all official meetings? <u>Yes</u></p> <p>E. Are minutes distributed prior to or during subsequent meetings? <u>Yes</u></p> <p><b>Planning</b></p> <p>A. Does the JCPC conduct a biennial planning process which includes a needs assessment, monitoring of programs and funding allocation process? <u>Yes</u></p> <p>B. Is this Biennial Plan presented to the Board of County Commissioners and to DPS? <u>Yes</u></p> <p>C. Is the Funding Plan approved by the full council and submitted to Commissioners for their approval? <u>Yes</u></p> <p><b>Public Awareness</b></p> <p>A. Does the JCPC communicate the availability of funds to all public and private non-profit agencies which serve children or their families and to other interested community members? <u>Yes</u></p> <p><input checked="" type="checkbox"/> RFP, Distribution List, and Advertisement attached</p> <p>B. Does the JCPC complete a biennial needs assessment and make that information available to agencies which serve children or their families, and to interested community members? <u>Yes</u></p> <p><b>No Overdue Tax Debt</b></p> <p>A. As recipient of the county DPS JCPC allocation, does the County certify that it has no overdue tax debts, as defined by N.C.G.S. §105-243.1, at the Federal, State, or local level? <u>Yes</u></p> <p>Form JCPCOP 002 (a) Juvenile Crime Prevention Council Certification Application Form structure last revised August 2020 NC Department of Public Safety</p>	<p>Briefly outline the plan for correcting any areas of standards non-compliance.</p> <p>Council continues to seek juvenile defense attorney. Student slot will be filled in September.</p> <p>Form JCPCOP 002 (a) Juvenile Crime Prevention Council Certification Application Form structure last revised August 2020 NC Department of Public Safety</p>

**JUVENILE CRIME PREVENTION COUNCIL CERTIFICATION STANDARDS**

Instructions: N.C.G.S. § 143B-946 specifies suggested members be appointed by county commissioners to serve on local Juvenile Crime Prevention Councils. In certain categories, a designee may be appointed to serve. Please indicate the person appointed to serve in each category and his/her title. Indicate appointed members who are designees for named positions. Indicate race and gender for all appointments.

Specified Members	Name	Title	Designee	Race	Gender
1) School Superintendent or designee	Chris Purcell	Board of Education	<input checked="" type="checkbox"/>	White	Male
2) Chief of Police or designee					
3) Local Sheriff or designee	Kevin Jones/ D. Egan	Sheriff/SRO		White	Male
4) District Attorney or designee	Holley Metzger	Assistant DA	<input checked="" type="checkbox"/>	White	Female
5) Chief Court Counselor or designee	Ed Hall	Chief Court Counselor		Black or African-American	Male
6) Director, Local Management Entity/ Managed Care Organization (LME/MCO), or designee	Tavia James	System of Care Coordinator, Trillium	<input checked="" type="checkbox"/>	Black or African-American	Female
7) Director DSS or designee	Nekia King	Administrative Officer	<input checked="" type="checkbox"/>	Black or African-American	Female
8) County Manager or designee	Ken Bowman	County Manager		White	Male
9) Substance Abuse Professional	Tonya Johnson	Uplift Comprehensive		Black or African-American	Female
10) Member of Faith Community	James Midgett	Youth Minister		White	Male
11) County Commissioner	Tom White	Commissioner		White	Male
12) A Person Under the Age of 21					
13) A Person Under the Age of 21, or a member of the public representing the interests of families of at-risk juveniles					
14) Juvenile Defense Attorney					
15) Chief District Judge or designee	Hon. Edgar Barnes	Chief District Court Judge	<input checked="" type="checkbox"/>	White	Male
16) Member of Business Community	Kim Forehand	Brain Boys		White	Female
17) Local Health Director or designee	Molly Brown	Triple P Coordinator	<input checked="" type="checkbox"/>	White	Female
18) Rep. United Way/other non-profit	Stephanie McGill	SECU		White	Female
19) Representative/Parks and Rec	Tim White/Ben Carter	Director		White	Male
20) County Commissioner appointee	Alvin Shaw	Camden Schools		Black or African-American	Male
21) County Commissioner appointee	Angie Brickhouse	4-H Agent		White	Female
22) County Commissioner appointee	Eve Anderson	Court Counselor Supervisor		Black or African-American	Female
23) County Commissioner appointee	Mike Reeves	Camden High Assistant Principal		White	Male
24) County Commissioner appointee	Paul Pollock	Court Counselor		White	Male
25) County Commissioner appointee	Pete Allken	Court Counselor		White	Male
26) County Commissioner appointee					

Form JCP/CDP 002 (a) Juvenile Crime Prevention Council Certification Application  
Form structure last revised August 2020  
NC Department of Public Safety

- L. Mangum Holdings Lease Extension – Approval of a 1-year lease of the 10-acre parcel in Camden Commerce Park at an annual rent rate of Twelve Thousand Dollars (\$12,000) payable in 12 equal monthly installments beginning on the first day of each month starting July 1, 2022 and continuing each month thereafter through this term.
- M. Set Public Hearing for July 5, 2022 for a Fee Schedule Amendment – The Board of Commissioners will hold a public hearing to receive input on proposed changes to the sewer and water rates on the Camden County Schedule of Fees.
- N. Set Public Hearing for July 5, 2022 to receive public input on the sale of property within Camden Commerce Park.

### Motion to approve the Consent Agenda as amended.

**RESULT:** PASSED [5-0]  
**MOVER:** Ross Munro  
**AYES:** Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

### ITEM 10. COUNTY MANAGER'S REPORT

County Manager Ken Bowman included the following in his report:

- Library Ribbon Cutting ceremony was very well attended. When the library reopens please stop in and take a tour of the beautiful facility that the County will enjoy for many years to come.
- Today is the 78<sup>th</sup> anniversary of D-Day and the Battle of Normandy.
- Father's Day – June 19<sup>th</sup>.
- Next Board of Commissioners Meeting – July 5, 2022
- Thank you to the Board of Commissioners for the great professional working relationship we have enjoyed over the last five years and the friendships we have developed. I can truly say this is one of the very best groups of people I've ever worked with. You welcomed Brenda and I with open arms. You treated us like family. I've always said that public service is a tough job and if you don't know that you can witness it tonight, some good times and some bad. We've had some wins, we've had some losses. Some days there's a lot of stress and anxiety. That being said, we always worked together for the good of Camden County. It

made getting up every day and coming to work an enjoyable experience. I'm looking forward to my retirement but we'll surely miss working with you, the wonderful staff and the citizens of Camden County. Thank you very much.

#### **ITEM 11. COMMISSIONERS' REPORTS**

None.

#### **ITEM 12. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES**

Provided for information only:

- A. Register of Deeds Report
- B. Library Report

#### **ITEM 13. OTHER MATTERS**

None.

#### **ITEM 14. ADJOURN**

Motion to adjourn.

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Clayton Riggs
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White, Randy Krainiak

There being no further matters for discussion Chairman Ross Munro adjourned the meeting at 8:41 PM.

#### **Board of Equalization and Review**

Chairman Munro called to the order the Board of Equalization and Review.

There being no cases to come before the Board, Chairman Munro adjourned the Board of Equalization and Review at 8:43 PM.

ATTEST:

\_\_\_\_\_  
Ross B. Munro, Chairman  
Camden County Board of Commissioners

\_\_\_\_\_  
Karen M. Davis  
Clerk to the Board of Commissioners



**Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

**Item Number:** 8.B

**Meeting Date:** July 05, 2022

**Submitted By:** Ken Bowman,  
Administration  
Prepared by: Karen Davis

**Item Title** **School Budget Amendments**

**Attachments:** School Budget Amendments (PDF)

## Budget Amendment

## Camden County Schools Administrative Unit

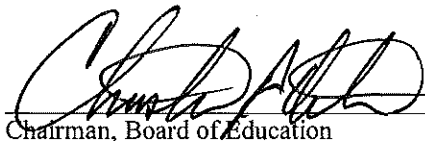
## State Public School Fund

The Camden County Board of Education at a meeting on the 19<sup>th</sup> day of May 2022 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2022.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	664,322.28	
5200	Special Populations	189,016.83	
5300	Alternative Programs	40,530.14	
5400	School Leadership	2,228.05	
5800	School-Based Support Service	57,674.30	
Explanation:			
Total Appropriation in Current Budget		\$	16,609,418.46
Amount of <b>Increase/Decrease</b> of			
Above Amendment		+	953,771.60
Total Appropriation in Current Amended			
Budget ....		\$	17,563,190.06

Passed by majority vote of the Board of Education of Camden County on the 19<sup>th</sup> day of May 2022.



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 Amendments (3333 : School Budget Amendments)

BUDGET AMENDMENT  
May 19, 2022

1. State Public School Fund

- A. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

K-5 Program Enhancement Teachers

1.5133.004.121 Salary - Teacher	\$ + 22,500.00
1.5133.004.211 Emp. Soc. Sec. Costs	+ 489.00
1.5133.004.221 Emp. Retirement Costs	+ 5,000.00
1.5133.004.231 Emp. Hosp. Ins. Costs	+ 9,275.00

Total – K-5 Program Enhancement Teachers \$ + 37,264.00

- B. We have reviewed this area of the budget and find that we must increase our budget to cover the benefits that will be covered at the end of the year by NCDPI that are paid during the year to employees. We request your approval of the following amendment.

Non-Contributory Employee Benefits

1.5310.009.188 Annual Leave Payout	\$ + 231.92
1.5310.009.211 Emp. Soc. Sec. Costs	+ 17.74
1.5310.009.221 Emp. Retirement Costs	+ 55.89
1.5400.009.184 Longevity	+ 1,691.12
1.5400.009.211 Emp. Soc. Sec. Costs	+ 129.37
1.5400.009.221 Emp. Retirement Costs	+ 407.56

Total – Non-Contributory Employee Benefits \$ + 2,533.60

- C. We have received an allotment revision and must decrease our budget to reflect the allotment. We request your approval of the following amendment.

Career & Technical EDU - Program

1.5120.014.333 Field Trips	\$ - 300.00
----------------------------	-------------

Total – Career & Technical EDU - Program \$ - 300.00

- D. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

Summer Reading Camp

1.5350.016.121 Salary - Teacher	\$ + 20,000.00
1.5350.016.211 Emp. Soc. Sec. Costs	+ 4,495.00

BUDGET AMENDMENT  
State Public School Fund  
May 19, 2022, Page 2

Total – Summer Reading Camp	\$ + 24,495.00
-----------------------------	----------------

- E. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

### Behavioral Support (Willie M.)

1.5210.029.121	Salary - Teacher	\$	+	10,000.00
1.5210.029.211	Emp. Soc. Sec. Costs		+	2,000.00
1.5210.029.221	Emp. Retirement Costs		+	2,000.00
1.5210.029.231	Emp. Hosp. Ins. Costs		+	2,021.00

Total – Behavioral Support (Willie M.)	\$ + 16,021.00
--	----------------

- F. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

## Children with Special Needs

1.5210.032.142 Salary – Teacher Asst.	\$ + 62,408.00
---------------------------------------	----------------

Total – Children with Special Needs	\$ + 62,408.00
-------------------------------------	----------------

- G. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

### Supplemental Funds for Teachers

1.5110.071.181	Supplementary Pay	\$	+348,219.38
1.5110.071.211	Emp. Soc. Sec. Costs	+	26,638.53
1.5110.071.221	Emp. Retirement Costs	+	83,441.69
1.5120.071.181	Supplementary Pay	+	51,735.45
1.5120.071.211	Emp. Soc. Sec. Costs	+	3,957.72
1.5120.071.221	Emp. Retirement Costs	+	12,468.30
1.5132.071.181	Supplementary Pay	+	27,857.55
1.5132.071.211	Emp. Soc. Sec. Costs	+	2,131.07
1.5132.071.221	Emp. Retirement Costs	+	6,713.70
1.5133.071.181	Supplementary Pay	+	27,857.55
1.5133.071.211	Emp. Soc. Sec. Costs	+	2,131.07
1.5133.071.221	Emp. Retirement Costs	+	6,713.70
1.5134.071.181	Supplementary Pay	+	11,938.95
1.5134.071.211	Emp. Soc. Sec. Costs	+	913.32
1.5134.071.221	Emp. Retirement Costs	+	2,877.30
1.5210.071.181	Supplementary Pay	+	68,019.06



BUDGET AMENDMENT  
 State Public School Fund  
 May 19, 2022, Page 3

1.5210.071.211 Emp. Soc. Sec. Costs	+ 5,203.34
1.5210.071.221 Emp. Retirement Costs	+ 16,392.67
1.5240.071.181 Supplementary Pay	+ 11,938.95
1.5240.071.211 Emp. Soc. Sec. Costs	+ 913.32
1.5240.071.221 Emp. Retirement Costs	+ 2,877.30
1.5260.071.181 Supplementary Pay	+ 3,979.65
1.5260.071.211 Emp. Soc. Sec. Costs	+ 304.44
1.5260.071.221 Emp. Retirement Costs	+ 959.10
1.5310.071.181 Supplementary Pay	+ 3,979.65
1.5310.071.211 Emp. Soc. Sec. Costs	+ 304.45
1.5310.071.221 Emp. Retirement Costs	+ 959.10
1.5320.071.181 Supplementary Pay	+ 3,979.65
1.5320.071.211 Emp. Soc. Sec. Costs	+ 304.45
1.5320.071.221 Emp. Retirement Costs	+ 959.10
1.5330.071.181 Supplementary Pay	+ 3,979.65
1.5330.071.211 Emp. Soc. Sec. Costs	+ 304.44
1.5330.071.221 Emp. Retirement Costs	+ 959.10
1.5810.071.181 Supplementary Pay	+ 11,938.95
1.5810.071.211 Emp. Soc. Sec. Costs	+ 913.31
1.5810.071.221 Emp. Retirement Costs	+ 2,877.30
1.5830.071.181 Supplementary Pay	+ 15,918.60
1.5830.071.211 Emp. Soc. Sec. Costs	+ 1,217.77
1.5830.071.221 Emp. Retirement Costs	+ 3,836.40
1.5840.071.181 Supplementary Pay	+ 15,918.60
1.5840.071.211 Emp. Soc. Sec. Costs	+ 1,217.76
1.5840.071.221 Emp. Retirement Costs	+ 3,835.61

Total – Supplemental Funds for Teachers \$ +799,587.00

H. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

Textbooks

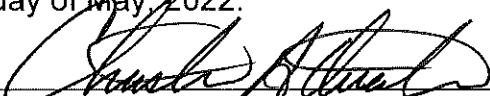
1.5110.130.412 Textbooks \$ + 11,763.00

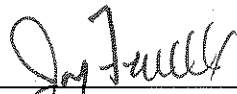
Total – Textbooks \$ + 11,763.00

3100.000 Revenue – State Public School Fund \$ -953,771.60

BUDGET AMENDMENT  
State Public School Fund  
May 19, 2022, Page 4

Passed by majority vote of the Board of  
Education of Camden County on the 19<sup>th</sup>  
day of May, 2022.

  
\_\_\_\_\_  
Chairman, Board of Education

  
\_\_\_\_\_  
Secretary, Board of Education

## Budget Amendment

## Camden County Schools Administrative Unit

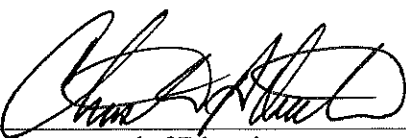
## Local Current Expense Fund

The Camden County Board of Education at a meeting on the 19<sup>th</sup> day of May, 2022 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2022.

Code Number	Description of Code	Amount	
6800	System-Wide Pupil Support Policy, Leadership & Public	Increase	Decrease
6900		2,756.59	2,756.59
Explanation:			
Total Appropriation in Current Budget		\$	2,799,658.18
Amount of Increase/Decrease of			
Above Amendment		+	0.00
Total Appropriation in Current Amended Budget ....		\$	2,799,658.18

Passed by majority vote of the Board of Education of Camden County on the 19<sup>th</sup> day of May 2022.



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



## Budget Amendment

## Camden County Schools Administrative Unit

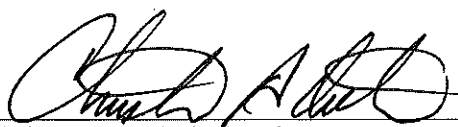
## Federal Grant Fund

The Camden County Board of Education at a meeting on the 19<sup>th</sup> day of May 2022 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2022.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		172,803.68
5200	Special Instructional Programs		20,429.23
5300	Alternative Programs	313,169.26	
5400	School Leadership		25,835.98
5800	School-Based Support Service		50,255.22
6400	Technology Support Services	1,670.59	
6500	Operational Support Services	20,594.72	
6600	Financial & Human Resources	.03	
8100	Payments to Other Gov't Units		1,879.82
Explanation: Revenues increased for carryover funds			
Total Appropriation in Current Budget		\$	3,025,814.25
Amount of <b>Increase/Decrease</b> of			
Above Amendment		+	64,230.67
Total Appropriation in Current Amended			
Budget ....		\$	3,090,044.92

Passed by majority vote of the Board of Education of Camden County on the 19<sup>th</sup> day of May, 2022.

  
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

# BUDGET AMENDMENT

May 19, 2022

## 3. Federal Grant Fund

- A. We have received an allotment revision and reviewed this area of the budget and find that we must decrease funds within the budget. We request your approval of the following amendment.

### IDEA Preschool

#### Project #22-049-150

3.5210.049.311 Contracted Services	\$ -	115.94
3.8100.049.392 Indirect Cost	+	47.94

Total – IDEA Preschool	\$ -	68.00
		=====

3.3600.049 Revenue – IDEA Preschool	\$ +	68.00
		=====

- B. We have received reviewed this area of the budget and find that we must transfer funds within the budget. We request your approval of the following amendment.

### IDEA VI-B Handicapped

#### Project #22-060-150

3.5210.060.129 Salary – Held Harmless	\$ +	3,620.75
3.5210.060.167 Substitutes – TA as Sub	+	488.37
3.5210.060.233 Unemployment Insurance	+	1.01
3.5210.060.163 Substitute Pay	-	4,110.13

Total – IDEA VI-B Handicapped	\$ +	0.00
		=====

3.3600.060 Revenue – IDEA VI-B Handicapped	\$ -	0.00
		=====

- C. We have received an allotment revision and reviewed this area of the budget and find that we must decrease funds within the budget. We request your approval of the following amendment.

### Title III – Language Acquisition

#### Project #22-104-150

3.5270.104.418 Computer Software & Supplies	\$ -	446.66
3.8100.104.392 Indirect Cost	-	11.34

Total – Title III – Language Acquisition	\$ -	458.00
		=====

BUDGET AMENDMENT  
Federal Grant Funds  
May 19, 2022, Page 2

3.3600.104 Revenue – Title III – Language Acq. \$ + 458.00

- D. We have reviewed this area of the budget and find that we must transfer funds within the budget. We request your approval of the following amendment.

IDEA VI-B Special Needs Targeted

Project #22-118-150

3.5230.118.312 Workshop Expenses	\$ + 700.00
3.5240.118.312 Workshop Expenses	+ 2,100.00
3.5210.118.311 Contracted Services	- 2,871.09
3.8100.118.392 Indirect Costs	+ 71.09

Total – IDEA VI-B Special Needs Targeted	\$ - 0.00
	=====

3.3600.118 Revenue – IDEA VI-B Special Needs	\$ + 0.00
	=====

- E. We have received an allotment revision and reviewed this area of the budget and find that we must increase funds within the budget. We request your approval of the following amendment.

IDEA Targeted Assistance

Project #22-119-150

3.5240.119.411 Supplies & Materials	\$ + 419.03
3.8100.119.392 Indirect Cost	+ 10.64

Total – IDEA Targeted Assistance	\$ + 429.67
	=====

3.3600.119 Revenue – IDEA Targeted Assistance	\$ - 429.67
	=====

- F. We have reviewed this area of the budget and find that we must transfer funds within the budget. We request your approval of the following amendment.

GEER – Specialized Instructional Support

Project #22-169-150

3.5830.169.131 Salary - Guidance	\$ - 55,000.00
3.5830.169.181 Bonus Pay	- 1,023.24
3.5830.169.211 Emp. Soc. Sec. Costs	- 4,258.00
3.5830.169.221 Emp. Retirement Costs	- 12,773.00

## BUDGET AMENDMENT

Federal Grant Funds

May 19, 2022, Page 3

3.5830.169.231 Emp. Hosp. Ins. Costs	-	6,495.00
3.5320.169.311 Contracted Services	+	81,569.00
3.8100.169.392 Indirect Cost	-	<u>2,019.76</u>

Total – GEER – Specialized Instructional Support	\$	-	0.00
			=====

3.3600.169 Revenue – GEER - Specialized	\$	+	0.00
			=====

G. We have reviewed this area of the budget and find that we must increase funds within the budget. We request your approval of the following amendment.

ESSER II Supplemental K12Project #22-171-150

3.5110.171.126 Salary – Teacher Ext. Contract	\$	-	120,000.00
3.5110.171.142 Salary – Teacher Asst.		-	27,000.00
3.5110.171.180 Bonus Pay		-	36,000.00
3.5110.171.211 Emp. Soc. Sec. Costs		-	13,999.50
3.5210.171.126 Salary – Teacher Ext. Contract		-	18,900.00
3.5210.171.180 Bonus Pay		-	3,600.00
3.5210.171.211 Emp. Soc. Sec. Costs		-	1,721.25
3.5350.171.411 Supplies and Materials		+	202.21
3.5360.171.116 Salary – Asst. Principal SELREP		+	7,998.66
3.5360.171.126 Salary – Teacher Ext. Contract		+	109,907.40
3.5360.171.128 Salary – Re-employed Retired Teacher		+	6,366.84
3.5360.171.131 Salary – Instructional Support		+	9,538.82
3.5360.171.142 Salary – Teacher Asst.		+	11,539.57
3.5360.171.151 Salary – Office Support		+	1,546.64
3.5360.171.162 Substitute Pay		+	660.00
3.5360.171.171 Salary – Bus Driver		+	4,632.38
3.5360.171.174 Salary – Cafeteria Workers		+	4,381.84
3.5360.171.176 Salary – Cafeteria Manager		+	4,969.15
3.5360.171.180 Bonus Pay		+	49,800.00
3.5360.171.211 Emp. Soc. Sec. Costs		+	16,167.47
3.5420.171.116 Salary – Asst. Principal		-	24,000.00
3.5420.171.211 Emp. Soc. Sec. Costs		-	1,836.00
3.6400.171.462 Pur of Non-Cap Comp Hdwe		+	1,670.59
3.6540.171.311 Contracted Services		-	1,731.12
3.6580.171.461 Pur of Non-Cap Equipment		+	21,034.02



BUDGET AMENDMENT  
Federal Grant Funds  
May 19, 2022, Page 4

3.8100.171.392 Indirect Cost	+ 85.28
------------------------------	---------

Total – ESSER II Supplemental K12	\$ + 1,713.00
	=====

3.3600.171 Revenue – ESSER II Supplemental	\$ - 1,713.00
	=====

- H. We have received an allotment revision and reviewed this area of the budget and find that we must increase funds within the budget. We request your approval of the following amendment.

ESSER II – Competency Based Assessment

Project #22-178-150

3.5860.178.418 Computer Software & Supplies	\$ + 10,407.00
---	----------------

Total – ESSER II – Competency Based Assessment	\$ + 10,407.00
	=====

3.3600.178 Revenue – ESSER II - Competency	\$ - 10,407.00
	=====

- I. We have reviewed this area of the budget and find that we must transfer funds within the budget. We request your approval of the following amendment.

ESSER III

Project #22-181-150

3.5110.181.126 Salary – Teacher Ext. Contract	\$ - 72,445.20
3.5120.181.311 Contracted Services	+ 2,600.00
3.5120.181.312 Workshop Expenses	+ 1,400.00
3.5120.181.411 Supplies & Materials	+ 60,367.13
3.5120.181.418 Computer Software & Supplies	+ 2,989.00
3.5240.181.311 Contracted Services	- 28.43
3.5330.181.211 Emp. Soc. Sec. Costs	+ .02
3.5360.181.131 Salary – Instructional Support	+ 3,612.96
3.5360.181.211 Emp. Soc. Sec. Costs	+ 276.39
3.5400.181.211 Emp. Soc. Sec. Costs	+ .02
3.5860.181.211 Emp. Soc. Sec. Costs	+ .02
3.6540.181.211 Emp. Soc. Sec. Costs	+ .02
3.6550.181.211 Emp. Soc. Sec. Costs	+ 91.80
3.6610.181.211 Emp. Soc. Sec. Costs	+ .03
3.5310.181.211 Emp. Soc. Sec. Costs	- .09
3.6550.181.181 Bonus Pay	+ 1,200.00

BUDGET AMENDMENT  
Federal Grant Funds  
May 19, 2022, Page 5

3.8100.181.392 Indirect Costs	-	<u>63.67</u>
Total – ESSER III	\$ +	0.00 =====
3.3600.181 Revenue – ESSER III	\$ -	0.00 =====

- J. We have reviewed this area of the budget and find that we must transfer funds within the budget. We request your approval of the following amendment.

ESSER III – ARP IDEA Grant to States

Project #22-185-150

3.5210.185.411 Supplies & Materials	\$ -	13,006.00
3.5210.185.461 Pur of Non-Cap Equipment	-	25,000.00
3.5210.185.462 Pur of Non-Cap Comp Hdwe	-	12,733.72
3.5210.185.541 Purchase of Equipment	-	26,013.00
3.5230.185.411 Supplies & Materials	+	13,006.00
3.5230.185.461 Pur of Non-Cap Equipment	+	25,000.00
3.5230.185.462 Pur of Non-Cap Comp Hdwe	+	12,733.72
3.5230.185.541 Purchase of Equipment	+	<u>26,013.00</u>

Total – ESSER II – ARP IDEA Grant to States	\$ +	0.00 =====
---	------	---------------

3.3600.185 Revenue – ESSER III – ARP IDEA	\$ -	0.00 =====
---	------	---------------

- K. We have received an allotment revision and reviewed this area of the budget and find that we must increase funds within the budget. We request your approval of the following amendment.

Cyberbullying & Suicide Prevention

Project #22-192-150

3.5860.192.311 Contracted Services	\$ +	<u>18,887.00</u>
------------------------------------	------	------------------

Total – Cyberbullying & Suicide Prevention	\$ +	18,887.00 =====
--	------	--------------------

3.3600.192 Revenue – Cyberbullying	\$ -	18,887.00 =====
------------------------------------	------	--------------------

BUDGET AMENDMENT  
Federal Grant Funds  
May 19, 2022, Page 6

- L. We have received an allotment revision and reviewed this area of the budget and find that we must increase funds within the budget. We request your approval of the following amendment.

ESSER III – Teacher Bonuses

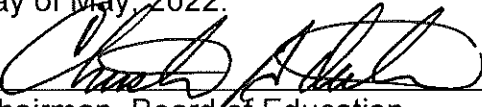
Project #22-203-150


3.5110.203.180 Bonus Pay	\$	+	29,181.50
3.5110.203.211 Emp. Soc. Sec. Costs		+	103.39
3.5210.203.180 Bonus Pay		+	3,748.36
3.5210.203.211 Emp. Soc. Sec. Costs		+	<u>286.75</u>

Total – ESSER III – Teacher Bonuses	\$	+	33,320.00
			=====

3.3600.203 Revenue – ESSER III – Teacher Bon.	\$	-	33,320.00
			=====

Passed by majority vote of the Board of  
Education of Camden County on the 19<sup>th</sup>  
day of May, 2022.

  
\_\_\_\_\_  
Chairman, Board of Education

  
\_\_\_\_\_  
Secretary, Board of Education

## Budget Amendment

## Camden County Schools Administrative Unit

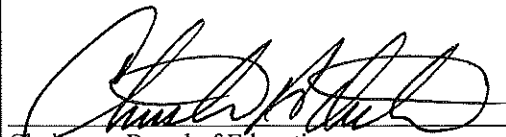
## Capital Outlay Fund

The Camden County Board of Education at a meeting on the 19<sup>th</sup> day of May, 2022, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2022.

Code Number	Description of Code	Amount	
		Increase	Decrease
9123	Category I Projects	104,076.00	
Explanation:			
Total Appropriation in Current Budget		\$	539,167.00
Amount of Increase / (Decrease) of Above Amendment			+104,076.00
Total Appropriation in Current Amended Budget ....		\$	643,243.00

Passed by majority vote of the Board of Education of Camden County Schools on the 19<sup>th</sup> day of May 2022.



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 in the minutes of said Board, this \_\_\_\_ day of \_\_\_\_\_ 2 \_\_\_\_.

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

\_\_\_\_\_  
Clerk, Board of County Commissioners

Attachment: School Budget Amendments (3333 : School Budget Amendments)

# BUDGET AMENDMENT

May 19, 2022

## 4. Capital Outlay Fund

- A. We must increase our budget to reflect the K12 Athletic Facilities Grant that was received from DPI. We request your approval of the following amendment.

### Category I Projects

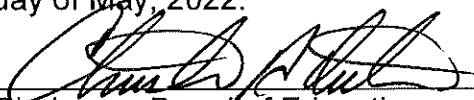
9123.798.500	K12 Athletic Facilities Grant	\$	+ 104,076.00
--------------	-------------------------------	----	--------------

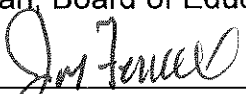
Total – Category I Projects	\$	+ 104,076.00
-----------------------------	----	--------------

4.3400.440 Revenue – K12 Athletic Grant	\$	- 104,076.00
---	----	--------------

Total – Revenue	\$	- 104,076.00
		=====

Passed by majority vote of the Board of Education of Camden County on the 19<sup>th</sup> day of May, 2022.

  
Chairman, Board of Education

  
Secretary, Board of Education

## Budget Amendment

## Camden County Schools Administrative Unit


## Child Nutrition Fund

The Camden County Board of Education at a meeting on the 19<sup>th</sup> day of May 2022 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2022.

Code Number	Description of Code	Amount	
		Increase	Decrease
7200	Child Nutrition Services	309,377.61	
Explanation:			
Total Appropriation in Current Budget		\$	648,502.00
Amount of Increase/(Decrease) of			
Above Amendment		+	309,377.61
Total Appropriation in Current Amended			
Budget ....			957,879.61

Passed by majority vote of the Board of Education of Camden County Schools on the 19th day of May 2022.



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 in the minutes of said Board, this \_\_\_\_ day of \_\_\_\_\_ 20\_\_.

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

# BUDGET AMENDMENT May 19, 2022

## 5. Child Nutrition Fund

- A. We have reviewed our budget and find that we must transfer funds to cover expenses within the program and adjust revenue to do the same. We request your approval of the following amendment.

### Child Nutrition


7200.035.188	Annual Leave	\$	+	2.05
7200.035.233	Unemployment Insurance Costs		+	103.64
7200.035.411	Supplies		+	2,000.00
7200.035.418	Computer Software & Supplies		+	500.00
7200.035.451	Food Purchased		+	255,927.39
7200.035.453	Food Processing Supplies		+	25,000.00
7200.035.541	Purchase of Equipment		+	<u>25,844.53</u>

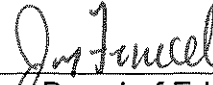
Total – Child Nutrition	\$	+	309,377.61
			=====

3250.035	Sales & Use Tax	\$	-	108.66
3814.035	USDA Grants – Summer Feed		-	500,000.00
3815.035	USDA Grants – Commodities Used		-	52,103.95
4311.035	Sales – Breakfast Full Pay		+	17,000.00
4312.035	Sales – Breakfast Reduced		+	1,100.00
4314.035	Sales – Lunch Full Pay		+	140,000.00
4315.035	Sales – Lunch Reduced		+	6,600.00
4318.035	Sales - Supplemental		+	53,735.00
4450.035	Interest		-	600.00
4921.035	Transfer from State Public School Fund		-	5,000.00
4922.035	Transfer from Local Current Expense		+	<u>30,000.00</u>

Total – Revenue Child Nutrition	\$	-	309,377.61
---------------------------------	----	---	------------

Passed by majority vote of the Board of Education of Camden County on the 19th day of May, 2022.

  
Chairman, Board of Education

  
Secretary, Board of Education

## Budget Amendment

## Camden County Schools Administrative Unit

## Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 19<sup>th</sup> day of May, 2022 passed the following resolution.

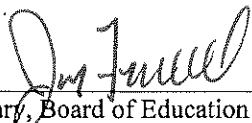
Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2022.

Code Number		Description of Code	Amount	
			Increase	Decrease
6500		Operational Support Services	7,573.48	
Explanation:				
Total Appropriation in Current Budget			\$	542,661.50
Amount of Increase/Decrease of				
Above Amendment			+	7,573.48
Total Appropriation in Current Amended				
Budget ....			\$	550,234.98

Passed by majority vote of the Board of Education of Camden County on the 19<sup>th</sup> day of May 2022.



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 Amendments (3333 : School Budget Amendments)



BUDGET AMENDMENT  
May 19, 2022

8. Other Local Current Expense Fund

- A. We have reviewed this area of the budget and must increase funds to reflect the insurance payment for the activity bus involved in an accident. We request your approval of the following amendment.

Operation of Activity Bus

8.6550.706.422 Repair Parts \$ + 7,573.48

Total – Operation of Activity Bus \$ + 7,573.48

8.4840.706 Insurance Proceeds - 7,573.48

Total Revenue - 7,573.48

Passed by majority vote of the Board of  
Education of Camden County on the 19<sup>th</sup>  
day of May, 2022.

  
\_\_\_\_\_  
Chairman, Board of Education

  
\_\_\_\_\_  
Secretary, Board of Education

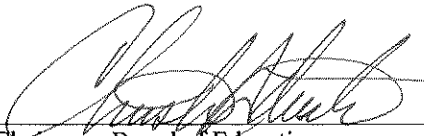
Budget Amendment  
Camden County Schools Administrative Unit  
State Public School Fund

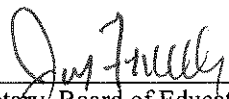
The Camden County Board of Education at a meeting on the 9<sup>th</sup> day of June 2022 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2022.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	3,382.00	
5200	Special Populations	36,200.00	
6500	Operational Support Services	19,919.28	
Explanation:			
Total Appropriation in Current Budget		\$	17,563,190.06
Amount of <b>Increase/Decrease</b> of			
Above Amendment		+	59,501.28
Total Appropriation in Current Amended			
Budget ....		\$	17,622,691.34

Passed by majority vote of the Board of Education of Camden County on the 9<sup>th</sup> day of June 2022.

  
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 Amendments (3333 : School Budget Amendments)

# BUDGET AMENDMENT

## June 9, 2022

### 1. State Public School Fund

- A. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

#### Non-Instructional Support

1.5110.003.162 Substitute Pay \$ + 3,382.00

Total – Non-Instructional Support \$ + 3,382.00

- B. We have reviewed this area of the budget and find that we must increase our budget to cover the benefits that will be covered at the end of the year by NCDPI that are paid during the year to employees. We request your approval of the following amendment.

#### Non-Contributory Employee Benefits

1.6550.009.184 Longevity \$ + 659.03

1.6550.009.211 Emp. Soc. Sec. Costs + 50.42

1.6550.009.221 Emp. Retirement Costs + 158.83

Total – Non-Contributory Employee Benefits \$ + 868.28

- C. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

#### Transportation

1.6550.056.423 Gas/Diesel Fuel \$ + 19,051.00

Total – Transportation \$ + 19,051.00

- D. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

#### Special Program Funds - EC

1.5210.063.142 Salary – Teacher Asst. \$ + 22,763.37

1.5210.063.211 Emp. Soc. Sec. Costs + 1,667.22

1.5210.063.221 Emp. Retirement Costs + 5,446.35

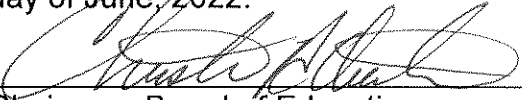
1.5210.063.231 Emp. Hosp. Ins. Costs + 6,323.06

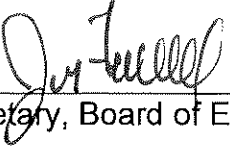
Total – Special Program Funds - EC \$ + 36,200.00

3100.000 Revenue – State Public School Fund \$ - 59,501.28

BUDGET AMENDMENT  
State Public School Fund  
June 9, 2022 Page 2

Passed by majority vote of the Board of  
Education of Camden County on the 9<sup>th</sup>  
day of June, 2022.

  
\_\_\_\_\_  
Chairman, Board of Education

  
\_\_\_\_\_  
Secretary, Board of Education


Budget Amendment  
Camden County Schools Administrative Unit  
Local Current Expense Fund

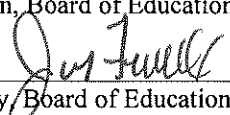
The Camden County Board of Education at a meeting on the 9<sup>th</sup> day of June, 2022 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2022.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Services	891.09	
5200	Special Populations Services	1.42	
8100	Payments to Other Gov't Units		892.51
Explanation:			
Total Appropriation in Current Budget		\$	2,799,658.18
Amount of Increase/Decrease of			
Above Amendment		+	0.00
Total Appropriation in Current Amended			
Budget ....		\$	2,799,658.18

Passed by majority vote of the Board of Education of Camden County on the 9<sup>th</sup> day of June, 2022.

  
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 Amendments (3333 : School Budget Amendments)

# BUDGET AMENDMENT

June 9, 2022

## 2. Local Current Expense Fund

- A. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

### Non-Contributory Employee Benefits

2.5210.009.188 Annual Leave Payout	\$	+	1.09
2.5210.009.211 Emp. Soc. Sec. Costs		+	.07
2.5210.009.221 Emp. Retirement Costs		+	<u>.26</u>

Total – Non-Contributory Employee Benefits      \$    +      1.42

- B. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

### Charter Schools

2.8100.036.717 Payment to Charter Schools      \$    -      892.51

Total – Charter Schools      \$    -      892.51


- C. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

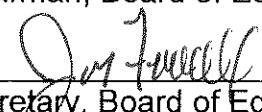
### Classroom Support

2.5110.841.195 Planning Period Stipend	\$	+	868.86
2.5110.841.211 Emp. Soc. Sec. Costs		+	<u>22.23</u>

Total – Classroom Support      \$    +      891.09

Passed by majority vote of the Board of Education of Camden County on the 9<sup>th</sup> day of June, 2022.

  
Chairman, Board of Education

  
Secretary, Board of Education

## Budget Amendment

## Camden County Schools Administrative Unit


## State Public School Fund

The Camden County Board of Education at a meeting on the 9<sup>th</sup> day of June 2022 passed the following resolution.

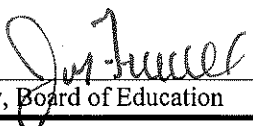
Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2022.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		51,670.50
5200	Special Populations	93,081.85	
5300	Alternative Programs & Services		24,259.28
5800	School-Based Support Services	24,437.16	
6400	Technology Support Services	54.00	
Explanation:			
Total Appropriation in Current Budget		\$ 17,622,691.34	
Amount of <b>Increase/Decrease</b> of			
Above Amendment		+ 41,643.23	
Total Appropriation in Current Amended			
Budget ....		\$ 17,664,334.57	

Passed by majority vote of the Board of Education of Camden County on the 9<sup>th</sup> day of June 2022.



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

## BUDGET AMENDMENT

June 9, 2022

## 1. State Public School Fund

- A. We have reviewed this area of the budget and find that we must increase our budget to cover the position allotment that will be covered at the end of the year by NCDPI. We request your approval of the following amendment.

Instructional Support

1.5110.007.135 Salary – Math Coaches	\$ + 10,130.00
1.5110.007.231 Emp. Hosp. Ins. Costs	+ 628.50
1.5240.007.132 Salary – Speech/Language	+ 64,715.35
1.5240.007.211 Emp. Soc. Sec. Costs	+ 4,260.81
1.5240.007.221 Emp. Retirement Costs	+ 17,496.99
1.5240.007.231 Emp. Hosp. Ins. Costs	+ 6,608.70
1.5810.007.131 Salary – Library/Media	+ 19,240.60
1.5810.007.211 Emp. Soc. Sec. Costs	+ 713.36
1.5810.007.221 Emp. Retirement Costs	+ 6,575.95
1.5810.007.231 Emp. Hosp. Ins. Costs	+ 2,978.96
1.5830.007.129 Salary – Held Harmless	+ 500.00
1.5830.007.131 Salary – Guidance Counselor	+ 2,995.00
1.5830.007.211 Emp. Soc. Sec. Costs	+ 319.93
1.5830.007.221 Emp. Retirement Costs	+ 3,041.60
1.5830.007.231 Emp. Hosp. Ins. Costs	+ 371.92
1.5840.007.129 Salary – Held Harmless	+ 216.00
1.5840.007.211 Emp. Soc. Sec. Costs	+ 3,445.75
1.5840.007.221 Emp. Retirement Costs	+ 12,566.87
1.5840.007.231 Emp. Hosp. Ins. Costs	+ 4,525.22
1.5110.007.131 Salary – Math Coaches	- 62,429.00
1.5320.007.131 Salary – Social Worker	- 15,034.01
1.5840.007.131 Salary – Nurse	- 33,054.00
1.5320.007.231 Emp. Hosp. Ins. Costs	- 9,225.27

Total – Instructional Support \$ + 41,589.23

- B. We have received an allotment revision and must increase our budget to reflect the allotment. We request your approval of the following amendment.

School Technology Fund

1.6400.015.418 Computer Software & Supplies \$ + 54.00


Total – School Technology Fund \$ + 54.00

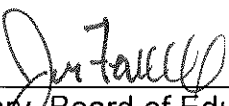
3100.000 Revenue – State Public School Fund \$ - 41,643.23



BUDGET AMENDMENT  
State Public School Fund  
June 9, 2022 Page 2

Passed by majority vote of the Board of  
Education of Camden County on the 9<sup>th</sup>  
day of June, 2022.

  
\_\_\_\_\_  
Chairman, Board of Education

  
\_\_\_\_\_  
Secretary, Board of Education

## Budget Amendment

## Camden County Schools Administrative Unit

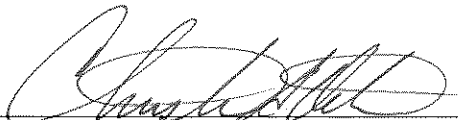
## Federal Grant Fund

The Camden County Board of Education at a meeting on the 9<sup>th</sup> day of June 2022 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2022.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		4,333.19
5200	Special Instructional Programs	84,257.19	
5300	Alternative Programs	651.85	
5800	School-Based Support Services	3,275.00	
8100	Payments to Other Gov't Units	1,993.09	
8200	Unbudgeted Funds		71,287.34
Explanation: Revenues increased for carryover funds			
Total Appropriation in Current Budget		\$	3,086,016.69
Amount of <b>Increase/Decrease</b> of			
Above Amendment			+ 14,556.60
Total Appropriation in Current Amended			
Budget ....		\$	3,100,573.29

Passed by majority vote of the Board of Education of Camden County on the 9<sup>th</sup> day of June, 2022.

  
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

## BUDGET AMENDMENT

June 9, 2022

## 3. Federal Grant Fund

- A. We have received reviewed this area of the budget and find that we must transfer funds within the budget. We request your approval of the following amendment.

Career & Technical Education - ProgramProject #22-017-150

3.5120.017.181	Supplementary Pay	\$	+	750.00
3.5120.017.211	Emp. Soc. Sec. Costs		+	57.39
3.5120.017.221	Emp. Retirement Costs		+	180.75
3.5120.017.351	Tuition		-	3,000.00
3.5120.017.411	Supplies & Materials		-	4,169.32
3.5120.017.418	Computer Software & Supplies		+	2,871.79
3.5830.017.418	Computer Software & Supplies		+	3,275.00
3.8100.017.392	Indirect Costs		+	34.39

Total – Career & Technical Education - Program	\$	-	0.00
			=====

3.3600.017 Revenue – Career & Technical Edu	\$	+	0.00
			=====

- B. We have received an allotment revision and reviewed this area of the budget and find that we must decrease funds within the budget. We request your approval of the following amendment.

IDEA PreschoolProject #22-049-150

3.5210.049.311 Contracted Services	\$	-	3.00
------------------------------------	----	---	------

Total – IDEA Preschool	\$	-	3.00
			=====

3.3600.049 Revenue – IDEA Preschool	\$	+	3.00
			=====

- C. We have received an allotment revision and reviewed this area of the budget and find that we must increase funds within the budget. We request your approval of the following amendment.

Title I – Basic ProgramsProject #22-050-150

BUDGET AMENDMENT  
Federal Grant Funds  
June 9, 2022, Page 2

3.5330.050.312	Workshop Expenses	\$	+	1.00
Total – Title I – Basic Programs		\$	+	1.00
				=====
3.3600.050	Revenue – Title I – Basic Programs	\$	-	1.00
				=====

- D. We have received an allotment revision and reviewed this area of the budget and find that we must increase funds within the budget. We request your approval of the following amendment.

IDEA VI-B Handicapped

Project #22-060-150

3.5210.060.121	Salary - Teacher	\$	+	58,915.46
3.5210.060.211	Emp. Soc. Sec. Costs		+	4,586.68
3.5210.060.221	Emp. Retirement Costs		+	11,490.22
3.5210.060.231	Emp. Hosp. Ins. Costs		+	6,413.79
3.5240.060.132	Salary – Speech		+	1,044.65
3.5240.060.211	Emp. Soc. Sec. Costs		+	71.75
3.5240.060.221	Emp. Retirement Costs		+	251.77
3.5240.060.231	Emp. Hosp. Ins. Costs		+	108.14
3.8100.060.392	Indirect Costs		+	1,959.69
3.5210.060.162	Substitute Pay		+	1,044.19
3.8200.060.399	Unbudgeted Funds		-	71,287.34
Total – IDEA VI-B Handicapped		\$	+	14,599.00
				=====
3.3600.060	Revenue – IDEA VI-B Handicapped	\$	-	14,599.00
				=====

- E. We have received reviewed this area of the budget and find that we must transfer funds within the budget. We request your approval of the following amendment.

Title IV – Student Support

Project #22-108-150

3.5330.108.411.308	Supplies & Materials	\$	+	1,023.80
3.5110.108.411	Supplies & Materials		-	1,023.80

## BUDGET AMENDMENT

Federal Grant Funds

June 9, 2022, Page 3

Total – Title IV – Student Support	\$	-	0.00
		=====	

3.3600.108 Revenue – Title IV – Student Support	\$	+	0.00
		=====	

- F. We have received an allotment revision and reviewed this area of the budget and find that we must increase funds within the budget. We request your approval of the following amendment.

Language AcquisitionProject #22-111-150

3.5270.111.418 Computer Software & Supplies	\$	+	334.51
3.5330.111.418 Computer Software & Supplies		-	334.51

Total – Language Acquisition	\$	-	0.00
		=====	

3.3600.111 Revenue – Language Acquisition	\$	+	0.00
		=====	

- G. We have received an allotment revision and reviewed this area of the budget and find that we must decrease funds within the budget. We request your approval of the following amendment.

IDEA VI-B Special Needs TargetedProject #22-118-150

3.5210.118.311 Contracted Services	\$	-	.40
------------------------------------	----	---	-----

Total – IDEA VI-B Special Needs Targeted	\$	-	.40
		=====	

3.3600.118 Revenue – IDEA VI-B Special Needs	\$	+	.40
		=====	

- H. We have received an allotment revision and reviewed this area of the budget and find that we must decrease funds within the budget. We request your approval of the following amendment.

ESSER III – ARP IDEA Grant to StatesProject #22-185-150

3.5230.185.461 Pur. of Non-Cap Equipment	\$	-	38.04
--	----	---	-------

## BUDGET AMENDMENT

Federal Grant Funds

June 9, 2022, Page 4

3.8100.185.392 Indirect Costs	-	.96
-------------------------------	---	-----

Total – ESSER III – ARP IDEA Grant to States	\$ -	39.00
		=====

3.3600.185 Revenue – ESSER III – ARP IDEA	\$ +	39.00
		=====

- I. We have received an allotment revision and reviewed this area of the budget and find that we must decrease funds within the budget. We request your approval of the following amendment.

ESSER III – ARP IDEA Preschool GrantsProject #22-186-150

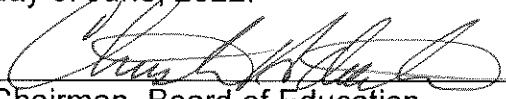
3.5230.186.461 Pur. of Non-Cap Equipment	\$ -	.97
--	------	-----


3.8100.186.392 Indirect Costs	-	.03
-------------------------------	---	-----

Total – ESSER III – ARP IDEA Preschool Grants	\$ -	1.00
		=====

3.3600.186 Revenue – ESSER III – ARP IDEA	\$ +	1.00
		=====

Passed by majority vote of the Board of Education of Camden County on the 9<sup>th</sup> day of June, 2022.

  
Chairman, Board of Education

  
Secretary Board of Education

## Budget Amendment

## Camden County Schools Administrative Unit

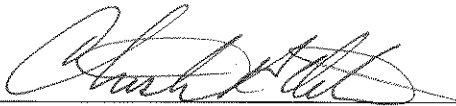
## Federal Grant Fund

The Camden County Board of Education at a meeting on the 9<sup>th</sup> day of June 2022 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2022.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	1,023.80	
5200	Special Instructional Programs		2,367.21
5300	Alternative Programs	60,081.78	
8100	Payments to Other Gov't Units	1,551.50	
8200	Unbudgeted Funds		64,318.10
Explanation: Revenues increased for carryover funds			
Total Appropriation in Current Budget		\$	3,090,044.92
Amount of <b>Increase</b> /Decrease of			
Above Amendment		-	4,028.23
Total Appropriation in Current Amended			
Budget ....		\$	3,086,016.69

Passed by majority vote of the Board of Education of Camden County on the 9<sup>th</sup> day of June, 2022.

  
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 Amendments (3333 : School Budget Amendments)

# BUDGET AMENDMENT

## June 9, 2022

### 3. Federal Grant Fund

- A. We have received reviewed this area of the budget and find that we must transfer funds within the budget. We request your approval of the following amendment.

#### Title I – Basic Programs

##### Project #22-050-150

3.5330.050.312	Workshop Expenses	\$ -	9,682.66
3.5330.050.411	Supplies & Materials	+	72,408.13
3.5330.050.411.304	Supplies & Materials	-	61,533.24
3.5330.050.411.310	Supplies & Materials	-	2,395.47
3.5330.050.462.304	Pur of Non-Cap Comp Hdwe	+	61,533.24
3.5330.050.462.310	Pur of Non-Cap Comp Hdwe	+	2,395.47
3.8100.050.392	Indirect Costs	+	1,592.63
3.8200.050.399	Unbudgeted	-	64,318.10

Total – Title I – Basic Programs	\$ -	0.00
	=====	

3.3600.050 Revenue – Title I – Basic Programs	\$ +	0.00
	=====	

- B. We have received an allotment revision and reviewed this area of the budget and find that we must decrease funds within the budget. We request your approval of the following amendment.

#### Title IV – Student Support

##### Project #22-108-150

3.5330.108.411.304	Supplies & Materials	\$ -	530.90
3.5330.108.411.308	Supplies & Materials	-	1,684.31
3.5330.108.411.310	Supplies & Materials	-	428.48
3.5110.108.411.308	Supplies & Materials	+	1,023.80
3.8100.108.392	Indirect Cost	-	41.13

Total – Title IV – Student Support	\$ -	1,661.02
	=====	

3.3600.108 Revenue – Title IV – Student Support	\$ +	1,661.02
	=====	



## BUDGET AMENDMENT

Federal Grant Funds

June 9, 2022, Page 2

- C. We have received an allotment revision and reviewed this area of the budget and find that we must decrease funds within the budget. We request your approval of the following amendment.


IDEA VI-B Special Needs TargetedProject #22-118-150

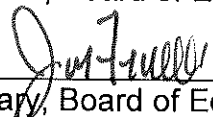
3.5210.118.311 Contracted Services	\$	-	2,367.21
------------------------------------	----	---	----------

Total – IDEA VI-B Special Needs Targeted	\$	-	2,367.21
			=====

3.3600.118 Revenue – IDEA VI-B Special Needs	\$	+	2,367.21
			=====

Passed by majority vote of the Board of Education of Camden County on the 9<sup>th</sup> day of June, 2022.

  
Chairman, Board of Education

  
Secretary, Board of Education



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

<b>Item Number:</b>	8.C
<b>Meeting Date:</b>	July 05, 2022
<b>Submitted By:</b>	Lisa Anderson, Tax Administrator Taxes Prepared by: Karen Davis
<b>Item Title</b>	<b>Tax Collection Report</b>
<b>Attachments:</b>	Tax Collection Report (PDF)

## Tax Collection Report

MAY 2022

Day	Amount	Amount	Name of Account	Deposits	Internet
	\$	\$	\$	\$	\$
2	3,366.39		Refund - \$197.06	3,366.39	
3	191.85		PSN - Debt Set-off	-	191.85
	6,908.94			6,908.94	
4	4,789.18			4,789.18	
5	6,323.53			6,323.53	
	10,437.89		Refund - \$0.43	10,437.89	
9	19,526.56			19,526.56	
10	4,790.75			4,790.75	
11	2,688.74			2,688.74	
12	5,786.00			5,786.00	
13	3,508.46			3,508.46	
16	10,546.03			10,546.03	
16	5,451.00			5,451.00	
	3,098.35		PSN - Refund - \$5.26		3,098.35
17	7,879.40			7,879.40	
	37.00		PSN - Debt Set-off		37.00
18	314.13			314.13	
19	3,731.20			3,731.20	
20	8,837.13			8,837.13	
23	6,741.37			6,741.37	
25	1,443.26		Refund - \$8.85	1,443.26	
26	8,810.98			8,810.98	
27	4,734.14			4,734.14	
31	7,289.40		Refund - \$8.20	7,289.40	
	7,323.99			7,323.99	
	2,080.73		PSN - Refund - \$0.85		2,080.73
	\$ 146,636.40			\$ 141,228.47	\$ 5,407.93
Total Deposits and PSN	\$ 146,636.40			\$ 146,636.40	
		PSN Check fees \$ 6.60 - for info only, fees were paid to PSN			
	\$ (220.65)	Refund			
	\$ -	Over			
	\$ -	Shortage			
	\$ -	Adjustment			
NET TOTAL	\$ 146,415.75				

Submitted by: Lisa S. Anderson

Date: 6-3-22

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

**Item Number:** 8.D  
**Meeting Date:** July 05, 2022

**Submitted By:** Teri Smith,  
Taxes  
Prepared by: Teri Smith

**Item Title** **DMV Monthly Report**

**Attachments:** DMV MONTHLY REPORT AUG, 2022 RENEWALS  
(PDF)

**Summary:** DMV Monthly Report August, 22 Renewals Due 9/15/22

**Recommendation:** Review and Approve

**STATE OF NORTH CAROLINA****COUNTY OF CAMDEN****TO:** The Tax Administrator of Camden County August, 22 Renewals Due 9/15/22

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.

<b>SOUTH MILLS</b>	<b>COURTHOUSE</b>	<b>SHILOH</b>	<b>TOTAL</b>
40,419.64	42,567.57	24,432.91	107,420.12

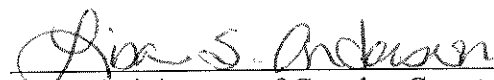
Witness my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Chairman, Camden County Board of Commissioners

Attest:

\_\_\_\_\_  
Clerk to the Board of Commissioners of Camden County

This is to certify that I have received the tax receipts and duplicates for collection in the amounts as listed herein.

  
Tax Administrator of Camden County

Attachment: DMV MONTHLY REPORT AUG, 2022 RENEWALS (3320 : DMV Monthly Report)



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

**Item Number:** 8.E  
**Meeting Date:** July 05, 2022

**Submitted By:** Teri Smith,  
Taxes  
Prepared by: Teri Smith

**Item Title** Vehicle Refunds Over \$100.00

**Attachments:** REFUNDS OVER \$100.00 MARCH, 22 (PDF)

**Summary:** Vehicle Refunds Over \$100.00 March, 22

**Recommendation:** Review and Approve

## REFUNDS OVER \$100.00



## North Carolina Vehicle Tax System

## NCVTS Pending Refund report

Report Date 6/3/2022 4:08:37 PM

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 Change	Total Change
GALL, MICHAEL RAY	GALL, MICHAEL RAY	GALL, WENDY DENICE	109 PINE ST	CAMDEN, NC 27921	Proration	0064499741	JMM6555	AUTHORIZED	162462970	Refund Generated due to proration on Bill #0064499741-2021-2021-0000-00	Tag Surrender	03/30/2022	3/31/2022 9:44:35 AM	1843	Tax	(\$439.99)	\$0.00	(\$439.99)
														2	Tax	(\$5.06)	\$0.00	(\$5.06)
																	Refund	\$445.05
KNOWLES, NOAH MICHAEL-LEE	KNOWLES, NOAH MICHAEL-LEE		319 IVY NECK RD	CAMDEN, NC 27921	Proration	0057665698	KD2634	AUTHORIZED	162462960	Refund Generated due to proration on Bill #0057665698-2021-2021-0000-00	Tag Surrender	03/30/2022	3/31/2022 9:44:35 AM	1843	Tax	(\$202.85)	(\$13.18)	(\$216.03)
														2	Tax	(\$2.33)	(\$0.15)	(\$2.48)
																	Refund	\$218.51
KNOWLES, NOAH MICHAEL-LEE	KNOWLES, NOAH MICHAEL-LEE		319 IVY NECK RD	CAMDEN, NC 27921	Proration	0063765171	RCZ8984	AUTHORIZED	162462930	Refund Generated due to proration on Bill #0063765171-2021-2021-0000-00	Tag Surrender	03/30/2022	3/31/2022 9:44:35 AM	1843	Tax	(\$111.91)	\$0.00	(\$111.91)
														2	Tax	(\$1.29)	\$0.00	(\$1.29)
																	Refund	\$113.20
LEWIS, AMANDA LEE	LEWIS, AMANDA LEE		154 SHIPYARD RD	CAMDEN, NC 27921	Proration	0063040525	RBN2112	AUTHORIZED	162462780	Refund Generated due to proration on Bill #0063040525-2021-2021-0000-00	Tag Surrender	03/30/2022	3/31/2022 9:44:35 AM	1843	Tax	(\$169.36)	\$0.00	(\$169.36)
														2	Tax	(\$1.95)	\$0.00	(\$1.95)
																	Refund	\$171.31
WESNER, GERHARDT HERMAN JR	WESNER, GERHARDT HERMAN JR	WESNER, GLORIA TWIDDY	114 TAYLORS LN	CAMDEN, NC 27921	Proration	0062203555	HD1944K	AUTHORIZED	162462898	Refund Generated due to proration on Bill #0062203555-2021-2021-0000-00	Tag Surrender	03/30/2022	3/31/2022 9:44:35 AM	1843	Tax	(\$165.41)	\$0.00	(\$165.41)
														3	Tax	(\$1.90)	\$0.00	(\$1.90)
																	Refund	\$167.31

Submitted by

Lisa S. Anderson  
 Lisa S. Anderson, Tax Administrator Camden County

Date

6-8-22

Approved by

Ross Munro  
 Ross Munro, Chairman Camden County Board of Commissioners

Date



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

**Item Number:** 8.F  
**Meeting Date:** July 05, 2022

**Submitted By:** Teri Smith,  
Taxes  
Prepared by: Teri Smith

**Item Title**                      **Vehicle Refunds Over \$100.00**

**Attachments:**                      REFUNDS OVER \$100.00 MAY, 2022      (PDF)

**Summary:** Vehicle Refunds Over \$100.00 May, 22

**Recommendation:** Review and Approve



## REFUNDS OVER \$100.00

## North Carolina Vehicle Tax System



## NCVTS Pending Refund report

REFUNDS OVER \$100.00 MAY 22

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
JONES, GLENN STEELMAN	JONES, GLENN STEELMAN		200B BEECH TREE DR		SHILOH, NC 27974	Proration	0062649528	CM79930	AUTHORIZED	165420414	Refund Generated due to proration on Bill #0062649528-2021-	Tag Surrender	05/19/2022	5/27/2022 10:06:24 AM	1843	Tax	(\$99.01)	\$0.00	(\$99.01)
															3	Tax	(\$1.14)	\$0.00	(\$1.14)
																		Refund	\$1.14
NEESE, STEPHEN LYNN JR	NEESE, STEPHEN LYNN JR		121 GARRINGTON ISLAND RD		SHAWBORO, NC 27973	Proration	0063702154	JFX8727	AUTHORIZED	165420296	Refund Generated due to proration on Bill #0063702154-2021-	Tag Surrender	05/19/2022	5/27/2022 10:06:24 AM	1843	Tax	(\$218.74)	(\$15.86)	(\$234.60)
															3	Tax	(\$2.51)	(\$0.18)	(\$2.69)
																		Refund	\$2.69
PATTERSON, NICOLE ALDER	PATTERSON, NICOLE ALDER		500 BRIDGE CT	APT 303	CAMDEN, NC 27921	Proration	0059213984	JBX1688	PENDING	165891482	Refund Generated due to proration on Bill #0059213984-2021-	Tag Surrender	05/27/2022		1843	Tax	(\$224.39)	\$0.00	(\$224.39)
															2	Tax	(\$2.58)	\$0.00	(\$2.58)
																		Refund	\$2.58
RUSSELL, RICHARD ADAM	RUSSELL, RICHARD ADAM		159 PUDDING RIDGE RD		SOUTH MILLS, NC 27976	Proration	0063048311	FKZ4558	AUTHORIZED	165420276	Refund Generated due to proration on Bill #0063048311-2021-	Tag Surrender	05/19/2022	5/27/2022 10:06:24 AM	1843	Tax	(\$325.21)	\$0.00	(\$325.21)
															1	Tax	(\$3.74)	\$0.00	(\$3.74)
																		Refund	\$3.74
VAUGHAN, SCOTT WESTON	VAUGHAN, SCOTT WESTON		738 NC HIGHWAY 343 S		CAMDEN, NC 27921	Proration	0052391041	C2B5DV	AUTHORIZED	164581546	Refund Generated due to proration on Bill #0052391041-2021-	Tag Surrender	05/03/2022	5/6/2022 10:42:56 AM	1843	Tax	(\$155.99)	\$0.00	(\$155.99)
															3	Tax	(\$1.80)	\$0.00	(\$1.80)
																		Refund	\$1.80

Submitted by Lisa S. Anderson Date 6-8-22  
 Lisa S. Anderson, Tax Administrator Camden County

Approved by Ross Munro Date \_\_\_\_\_  
 Ross Munro, Chairman Camden County Board of Commissioners

Attachment: REFUNDS OVER \$100.00 MAY, 2022 (3321 : Vehicle Refunds Over \$100.00 - May 2022)



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

<b>Item Number:</b>	8.G
<b>Meeting Date:</b>	July 05, 2022
<b>Submitted By:</b>	Lisa Anderson, Tax Administrator Taxes Prepared by: Karen Davis
<b>Item Title</b>	<b>Pickups, Releases &amp; Refunds</b>
<b>Attachments:</b>	Pickups, Releases & Refunds (PDF)

[illegible]



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

<b>Item Number:</b>	8.H
<b>Meeting Date:</b>	July 05, 2022
<b>Submitted By:</b>	Ken Bowman, Administration Prepared by: Karen Davis
<b>Item Title</b>	<b>Surplus Property Request</b>
<b>Attachments:</b>	Surplus Property Request (PDF)

# Surplus Property Request

Requested by: Stephanie B Jackson

☐ Sell ☒ Dispose

Department: Library

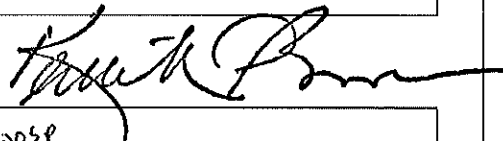
Item: 3 Desk Chairs

Disposal Method: dispose of

Suggested Value: \$0

Reason for surplus: Do not work.

Manager Approval



Disposal Method: Dispose

Value: \$0

Comments:

Board Approval

Approved/Denied:

Date:

Final Disposition Date:

Method:

Amount:

Purchased by:

Item Description

Library has replaced these 3 chairs and these are no good for any other office.

Attachment: Surplus Property Request (3334 : Surplus Property Request)



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

<b>Item Number:</b>	8.I
<b>Meeting Date:</b>	July 05, 2022
<b>Submitted By:</b>	Karen Davis, Clerk to the Board NC Cooperative Extension Prepared by: Karen Davis
<b>Item Title</b>	<b>Summer Camp Assistant Contract</b>
<b>Attachments:</b>	Summer Camp Assistant Contract (PDF)

## Independent Contractor Agreement

This Agreement entered into this 16 day of May, 2022, by and between the Board of County Commissioners of Camden County ("Camden County"), and Brienna Benard ("Contractor").

In consideration of their mutual promises made herein, and for other good and valuable consideration, the parties hereby agree as follows:

### 1. Scope of Work.

(a) Camden County engages the Contractor to furnish the work described in the Schedule attached to this Agreement at the times specified in the Schedule, and the Contractor agrees to furnish the work at the times specified in the Schedule.

(b) Contractor acknowledges that by prior knowledge and examination, Contractor understands the nature of the work, the environment, and the difficulties that may be incident to performing the Services.

(c) Contractor warrants that all Services under this Agreement shall be performed and completed in a safe, good and skillful manner by fully trained, skilled, competent and experienced personnel utilizing adequate equipment in good working order at all times.

(d) Contractor shall not employ in any work for Camden County any employee who is a minor or whose employment violates any labor, employment or other applicable laws.

### 2. Price and Payment.

Camden County agrees to pay the Contractor in accordance with the price and payment terms set forth in the Schedule attached to this Agreement, and the Contractor agrees to accept such amounts as full payment for its work and to sign such waivers of lien, affidavits and receipts as Camden County shall request in order to acknowledge payment.

### 3. Independent Contractor Relationship.

The Contractor is and at all times shall conduct itself as an independent contractor, and Contractor is not and shall not be considered or hold itself out or act as an employee, servant, agent, partner, or party in a joint venture with Camden County. Camden County shall determine the work to be done by the Contractor, but the Contractor shall determine the means by which to accomplish the work specified by Camden County. Camden County is

not responsible for withholding, and shall not withhold, FICA or taxes of any kind from any, payments that it owes the Contractor. Neither the Contractor nor its employees shall be entitled to receive any benefits which employees of Camden County are entitled to receive and shall not be entitled to workers' compensation, unemployment compensation, medical insurance, life insurance, paid vacations, paid holidays, pension, profit sharing, or Social Security on account of their work for Camden County.

#### **4. Term.**

This Agreement is effective as of the date signed by both parties and shall continue in effect for a period of time specified to complete the project that is the subject of this Agreement and not to exceed the next ensuing June 30<sup>th</sup>, or until cancelled by either party upon not less than thirty (30) days written notice to the other party.

#### **5. Miscellaneous.**

(a) If any terms of this Agreement shall be declared invalid, illegal or unenforceable for any reason or in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions hereof and this Agreement shall be construed as if such provision had never been contained herein.

(b) This agreement constitutes the entire agreement between the parties and supersedes any prior agreement between the parties.

(c) This Agreement may be amended only by a written instrument signed by both parties' contracting authority.



IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

Board of County Commissioners of Camden County  
Board Chair

Contractor

By: \_\_\_\_\_  
Chairman

By: Brinna Benard

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

Stephane B Jackson  
Signature of Finance Officer

Attachment: Summer Camp Assistant Contract (3335 : Summer Camp Assistant Contract)

## SCHEDULE TO INDEPENDENT CONTRACTOR AGREEMENT

### A. SERVICES AND SCOPE OF WORK:

#### 1. Description of Services, Materials and Other Items Supplied by Contractor:

Camden County public schools teacher to serve as summer camp assistant. Will provide supervision to summer camp students and assist program coordinator as needed.

#### 2. Geographic Areas:

Camden County, North Carolina

### B. PRICE OR RATES AND PAYMENT TERMS FOR SERVICES

\$2000 for camps occurring during summer, 2022. Half to be paid in July with remainder paid upon successful completion of contract.

### C. ADDITIONAL PROVISIONS:

Must be Camden County Schools teacher or employee of other educational institution with clean background check.



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

**Item Number:**

8J

**Meeting Date:**

July 05, 2022

**Submitted By:**

Tim White, Parks & Recreation Director  
Senior Center  
Prepared by: Karen Davis

**Item Title**

**Annual Senior Nutrition Contract**

**Attachments:**

Senior Nutrition Contract (DOC)

## ALBEMARLE COMMISSION SENIOR NUTRITION CONTRACT

This Agreement entered into as of this first day of July, 2022 by and between **CAMDEN COUNTY** (hereinafter referred to as Contractor), and the **Albemarle Commission**, (hereinafter referred to as AC), with offices located at 512 South Church St., Hertford, North Carolina, WITNESSETH THAT;

WHEREAS, AC wishes to make available certain services to elderly residents within a service area hereafter described; and,

WHEREAS, the Contractor warrants that it is capable of providing the services hereafter described; and,

WHEREAS, the Contractor desires to assist AC in this endeavor;

NOW, THEREFORE, the parties hereto do agree as follows:

1. Employment of Contractor: AC hereby agrees to engage the Contractor to perform the services hereinafter set forth.
  2. Time of Performance: **The services of the Contractor are to commence on July 1, 2022, and shall be completed by June 30, 2023.**
  3. Scope and location of Services: The Contractor shall do, perform, and carry out in a satisfactory and proper manner, as determined by AC, the agreements and assurances required in the Request for Proposal and the services specified in No. 35—Special Conditions.
  4. Personnel: The Contractor represents that it has, or will secure at its own expenses, all personnel required in performing the services under this Agreement. Such personnel shall not be employees of, or have any contractual relationship with AC. All personnel engaged in the work shall be fully qualified.
- It is understood and agreed that **LAURA JOLLEY** shall represent the Contractor as Project Manager in the performance of this Agreement. Any change in such Project Managers shall be subject to the written approval of AC.
5. Compensation: The Contractor and AC expressly understand and agree that in no event will the total compensation and reimbursement paid thereunder by the AC exceed the maximum of **Eight Thousand Two Hundred and Seventy One Dollars and 72 Cents (\$8,271.72) for 999 hours (4 hrs per day) of Nutrition Service** and shall constitute full and complete compensation for the Contractor's services hereunder. (This is a part-time position)

6. Reimbursement Rate Per Unit of Service: Albemarle Commission will reimburse the Contractor **\$8.28** for each hour of Nutrition Service served to eligible clients, such units of service being defined in No. 35 – Special Conditions.
7. Reprogramming of Funds: It is understood and agreed that, in the event that the amount of funds received from the North Carolina Division of Aging is reduced, AC may in turn, decrease the total compensation and reimbursement to be paid hereunder and in accordance with Paragraph 14, changes in the Scope of Services.
8. Change of Reimbursement. At its sole discretion, AC may re-negotiate the reimbursement shown in Paragraph 6 of this Agreement. However, in no case will AC increase the overall amount shown in Paragraph 5.

The parties agree they will consider increasing the reimbursement rate only under two circumstances:

- a) Upon a showing by Contractor that actual costs have increased due to factors beyond Contractor's control (e.g., increases in gasoline costs, union settlement on wages, etc.); or
- b) Upon a showing by Contractor that actual costs have increased due to a sudden increase in client load (e.g., due to a disaster). In the event that the reimbursement rate is increased, the total units of service to be delivered will be correspondingly decreased.

The parties further agree that AC shall have the right to decrease the reimbursement rate under any circumstances which show that actual costs are less than projected; including, but not limited to, circumstances in which:

- a) Overall costs of providing service are shown to be less than forecast in the Contractor's original bid for this service; or
  - b) The Contractor fails to document the required cost-sharing, such that the AC reimbursement rate exceeds 100 percent of service costs. In the event The reimbursement rates are decreased, AC may, at its option, increase The total number of units of service to be delivered.
9. Method of Payment: After the first month, Contractor shall submit a monthly report to AC on the number of service units delivered and capital cost through the end of prior month for reimbursement.
  10. Documentation of Expenses: Contractor shall maintain full and complete documentation of all expenses associated with performing the scope of work under the contract. Expenses documentation shall include: time sheets for AC

clients; receipts for any supplies purchased for use on this contract; any applicable subcontract expenditures; and such other documentation necessary to substantiate overall costs of delivering the contracted service (including Contractor contribution as well as amounts reimbursed by AC).

11. Payment by Service Recipient: No individual receiving services under the terms of this Agreement shall be required to pay any part of the cost of the service. However, recipients shall be given the opportunity by the Contractor to make some contribution for the service in a manner approved by the AC.

Contractor shall post a notice in a conspicuous place, stating that no charge is Made for the service, but that contributions will be accepted. Contractor shall furnish envelopes to all clients for confidential contributions. Contractor shall offer a locked box in a convenient location for confidential deposit of envelopes.

12. Cost Sharing: Cost Sharing is any money received by Contractor as a direct result of contract activity. Contractor shall maintain daily records of activity, Contractor shall maintain daily records of activity. Program income shall be used in the same year it is received to provide additional services.
13. Monitoring, Auditing and Reporting: The Contractor agrees to submit to audit by AC, the State of North Carolina, or the federal government for a three year period following final payment under the terms of this Agreement. The Contractor agrees to permit monitoring by AC, its staff and appropriate representatives, and to comply with such reporting procedures as may be established by AC. The Contractor further agrees that all pertinent financial records shall be made available for copying upon request by AC, the state or federal government, or their agents.

It is understood and agreed that the report procedures established by AC may include, but not be limited to, the names and addresses of individuals receiving services under the terms of this contract, with the understanding that no personal information obtained from any individual will be disclosed by AC in a form which allows identification of the individual, without the written consent of the individual.

It is understood and agreed that the report procedures established by AC may also include actual costs incurred per unit of service including both AC costs and contractor contributions.

It is further understood that the agency is responsible to AC for clarifying any audit exceptions that may arise from AC independent audit, the Department of Human Resources audit, or any federally conducted audit. AC requires the Contractor to send a copy of their audit when received from the independent auditors. In addition, contractors are responsible for paying any governmental

funds that may be part of the audit exception.

14. Changes: AC may, from time to time, require changes in the Scope of Services to be performed. Such changes, including any increase or decrease in the amount of the Contractor's compensation which is mutually agreed upon between AC and the Contractor, shall be incorporated in written amendments to this Agreement.
15. Termination of Agreement for Cause: If through any cause the Contractor shall fail to fulfill in timely and proper manner its obligations under this Agreement, or if the Contractor shall violate any of the covenants, agreements or stipulations of this Agreement, AC shall thereupon have the right to terminate this Agreement by giving written notice to the Contractor of such termination and specifying the effective date thereof. The date of notice shall be at least five (5) days before the AC effective date of such termination.

In the event of termination, such data, studies, surveys, drawings, maps and reports prepared by the Contractor shall, at the option of AC, become its property and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials. Client files of the agency, developed under this contract shall become the property of the AC upon completion and/or termination of this contract.

Notwithstanding the above, the Contractor shall not be relieved of liability to AC by virtue of any breach of the Agreement by the Contractor, and AC may withhold any payments to the Contractor for the purpose of set-off until such time as the exact amount of damages due AC from the Contractor is determined.

16. Cancellation for Convenience of AC: AC may cancel this Agreement at any time by giving written notice to the Contractor of such cancellation and specifying the effective date of such cancellation. If the Agreement is canceled by AC as provided herein, the Contractor will be paid for work satisfactorily completed.
17. Disputes: Any disputes which arise in the interpretation of this contract shall be resolved in the following manner:
  - a) The Contractor shall submit a letter to AC specifying the nature of the dispute asking for resolution of the dispute.
  - b) The Executive Director of the AC will meet with the Contractor to resolve the dispute. The Executive Director of the AC will document the resolution in a letter to the Project Manager.
  - c) If the Contractor is dissatisfied with the resolution of the dispute decided by the AC Executive Director, the Contractor may appeal the Executive Director's decision in writing to the AC Budget and Personnel Committee.

- d) The AC Budget and Personnel Committee will consider the appeal at its next scheduled meeting, which shall occur no less than 10 days following receipt of the written appeal request. The decision of the Budget and Personnel Committee is final.
18. Subcontracting: None of the work or service covered by this Agreement shall be subcontracted without the prior written approval of AC. All approved subcontracts must conform to the applicable requirements set forth in this Agreement and must attach and include by reference Appendix A - Scope of Services.
  19. Compliance with Service Standards and Required Procedures: Contractor shall perform the services set forth in this Agreement in compliance with applicable standards and procedures specified in Appendix A – Scope of Services. Contractor further agrees to comply with applicable standards for this service which are, or may be, specified by the North Carolina Division of Aging, any other State of North Carolina agency, the Division of Aging Policy Manual, and the AC Policy Manual.
  20. Service Priorities: Contractor shall give priority for service to those older people with the greatest social and economic need. Where the nature of the service allows, Contractor shall make special efforts to serve the moderately impaired, isolated and homebound elderly on a priority basis, as set out in the proposal and as indicated in the service standards established by the Division of Aging.
  21. Equal Opportunity and Affirmative Action: In carrying out this contract, Contractor shall deny none of the benefits or services of the program to any eligible recipient on the grounds of age, sex, religion, race, color, handicap, or national origin.

The Contractor also agrees not to discriminate against any employee or applicant for employment because of age, race, color, religion, sex, handicap or national origin. The Contractor shall take affirmative action to insure that applicants are employed, and that employees are treated during employment without regard to their age, race, color, religion, sex, handicap, or national origin. Such action shall include, but not be limited to: employment or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.

The Contractor shall, in all solicitations or advertisements for employees placed by, or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, color, religion, sex, handicap, or national origin.

It is further agreed by the Parties that the Contractor shall take affirmative action to solicit subcontractors with or purchases from minority business enterprises as defined in the Public Works Employment Act of 1977, 42 U.S.C. 6705 (f) (2),



where such subcontracting or purchasing, if any, is or may be undertaken under the terms of this Agreement.

22. Confidentiality: Any reports, recipient information, data, or other materials given to, or prepared or assembled by the Contractor under this Agreement which AC requests to be kept confidential, shall not be made available to any individual or organization by the Contractor without prior written approval of AC.
23. Identification of Documents: All reports, maps, and other documents completed as part of this Agreement, other than documents exclusively for internal use within AC, shall carry the following statement on the front cover, or a title page containing the name of AC.

THE PREPARATION OF THIS (Report, Document, Etc.) WAS FINANCED IN PART THROUGH A FEDERAL GRANT BY THE NORTH CAROLINA DEPARTMENT OF HUMAN RESOURCES, DIVISION OF AGING, UNDER THE PROVISIONS OF TITLE III, OLDER AMERICANS ACT OF 1965, AS AMENDED.

24. Licenses and Permits: Contractor shall maintain all required licenses, permits, bonds, and insurance required for carrying out the services in Appendix A. the Contractor shall notify the AC immediately if any required licenses or other permits are canceled, suspended, or otherwise ineffective. Failure to maintain proper licenses permits, bonds and insurance shall be a basis for AC disallowing all or part of payments under this contract or for termination of this agreement for cause.
25. Insurance: Notwithstanding any other insurance requirements, Contractor shall, within ten (10) days of the effective date of this Agreement, provide AC with a certificate of insurance for public liability insurance in the minimum amount of One Hundred Thousand/Three Hundred Thousand Dollars (\$100,000/\$300,000). If Contractor uses a vehicle in fulfilling its duties under this Agreement, Contractor shall also provide evidence of automobile insurance in the minimum amount of Twenty-Five Thousand/Fifty Thousand Dollars (\$25,000/\$50,000 liability insurance and Fifty Thousand Dollars (\$50,000) property insurance. Failure to provide evidence of insurance shall be deemed an automatic violation of this Agreement and could therefore lead to termination of the Agreement by AC. The Contractor shall hold AC harmless for any damages to the person or property of any individual or organization as the result of the execution of the scope of service to be performed under this Agreement.
26. Conflict of Interest: The Contractor covenants that it presently has no interest and shall not acquire any interest, directly or indirectly, which would conflict in any manner or degree with the performance of services required to be performed under this Agreement. The Contractor further covenants that, in the performance of this Agreement, no person having any such interest shall be employed.

27. Interest of Members of AC and Others: No officer, member, or employee of AC and no member of its governing body, and no other public official of the governing body of the locality or localities in which the project is situated or being carried out who exercises any functions or responsibilities in the review or approval of this project, shall participate in any decision relating to this Agreement which affects his or her personal interest or have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.
28. Officials not to Benefit: No member of or delegate to Congress, or resident commissioner, shall be admitted to any share or part of this contract, or to any benefit that may arise therefrom.
29. Assignability: The Contract shall not assign, sublet, or transfer all or any portion of its interest in this Agreement without the prior written approval of the Agency's Executive Director or his authorized agent.
30. Resources Development: The Contractor shall investigate other agencies and resources providing services to the elderly and shall coordinate its own services to minimize overlap and duplication.
31. Disaster Assistance: In the event that elderly individuals are endangered by the occurrence of a tornado, fire, flood, severe temperature extremes, or other disaster-related situation, the Contractor shall cooperate with requests for assistance from AC on behalf of the elderly individuals.
32. **Attendance at AC Meetings: The Contractor, upon request of AC, shall attend any committee or special meeting relating to the project, or staff development training.**
33. Participant Input: The Contractor shall, with the assistance of AC, develop a procedure for providing elderly service recipients with an opportunity to assess and evaluate the program. This assessment shall be performed on a regular basis.
34. Applicable Laws, Rules, and Regulations: This contract shall be deemed to have been executed and performed in the State of North Carolina, and all questions of interpretation and construction shall be construed by the laws of such State. In addition, Contractor shall be governed by all applicable Federal, State, and Local rules, regulations and policies.
35. Special Conditions:

## Appendix A- CONGREGATE NUTRITION

### Service Definition:

The provision of a meal in a group setting.

### Unit of Service:

One hour –four hours daily.

### Service Objective:

To promote the health and well being of older people through the provision of nutritious meals and opportunities for social and recreational services and access to other services.

### Service Activities:

Prepare specific congregate meal site(s) at least 5 days per week for dining.

- Set up tables, chairs, place settings, and table condiments.
- Clean up after meals, washing non-disposable items and dispose of litter and garbage.
- Welcome participants to site.
- Station staff, both paid and volunteers, to keep attendance records and to encourage donations to program.

### Food Service:

- Receive meals from caterer or central kitchen, take and record temperatures of all hot and cold food items.
- Prepare food service line for serving meals.
- Supervise portioning of food onto plate by donated and volunteer staff, take food temperatures again immediately before portioning.
- Provide assistance to participants who have difficulty walking or carrying trays.
- Review and maintain records on food quality and quantity.

### Coordinate Services:

- Arrange transportation to site for participants.
- Recruit and train volunteers.
- Provide grocery shopping assistance and/or education at least 2 times per month.
- Provide for nutrition education at least 2 times per month.
- Provide for health and social service information at least once per month.
- Provide an exercise program one time per week.
- Provide activities daily.
- Outreach activities will be conducted to identify and attract health impaired, socially and/or economically need persons in need of nutrition services.

Preferred Target Groups: Persons who are health impaired, and who are in need of nutritional supports or those older persons whose independent living arrangements lack

proper facilities for meal preparation. Those persons who are ambulatory, but lack sufficient health and/or motivation to prepare meals regularly.

Locale of Service:

- At an approved public or private community facility with the following characteristics.
- Has been approved by the local health department.
- Has been inspected by the local fire department and meets all local and state fire codes.
- Has been approved in writing by the Area Agency on Aging prior to opening.
- Is in compliance with 504 Regulations.
- Is located near concentrations of preferred target group persons.
- Must have at least 12-14 square feet per person excluding halls, bathrooms, kitchen areas.
- Must be a facility where all eligible persons feel free to visit and will not offend their cultural and ethnic preferences.
- Must have adequate number of tables and chairs appropriate for older adults.
- Must have at least 2 exits which are unlocked during hours of operation.
- Must have adequate parking.
- Must have a safe and appropriate place to mount and dismount from vans or other group transportation vehicles.
- Must be heated during colder months to at least 72° F. while participants are present.
- There must be a “termination of services” policy on file for each participant.

Access to Services:

- Participants will be referred to service by self, friend, neighbor, or a community resource.

Delivery Characteristics:

- Meals shall be served at least 5 days per week at the site.
  - There shall be a feedback mechanism to obtain information on menu preference of participants, and other issues at site.
  - The approved menu shall be publicized one week in advance at the site and shall be identified as the Nutrition Program for the elderly menu and shall specify serving dates.
  - Each meal shall provide at least 1/3 of the current recommended daily dietary allowances Food and Nutrition boards of the National Research Council and shall meet the following meal pattern when plated for each participant.
- a) 2 ounces cooked edible portion of meat, fish, fowl, eggs; cooked dry beans or cheese may be used for a maximum of 4 times per month as substitute for one ounce of meat; textured vegetable protein may only be used as specified in the Division of Aging Manual.

- b) Two, one-half cup servings of vegetables, fruits, and full strength fruit/vegetable juices. There must be one cold source of Vitamin C which provides at least 1/3 RDA of Vitamin C daily.
  - c) One serving enriched or whole grain bread, biscuits, rolls, muffins, sandwich buns, cornbread, other hot breads or enriched or whole grain cereals or cereal products such as rice, macaroni, dumplings, pancakes, and waffles.
  - d) One teaspoon of butter or fortified margarine in a packaged chip.
  - e) One, one-half cup serving of dessert which may be fruit, full strength fruit juice, pudding, gelatin, ice cream, ice milk, sherbet, cake, pie, cookies and similar foods.
  - f) One-half pint of fortified whole, skim, or low-fat milk, buttermilk, yogurt, or cheese (3 ozs.).
  - g) Fruit or juice used as a dessert may not be counted toward the two servings of vegetables and fruits.
- Contractor shall tell the participants about agency procedures for service, confidentiality, waiting lists, service priorities, complaint and grievance, and other matters germane to the participants' decision to accept service, and about his opportunity to make a voluntary contribution to the program.
  - Every effort shall be made to make the dining room and meals attractive.
  - A completed calendar of site activities and programs must be posted at the beginning of the month.
  - Emergency plans must be developed for each site for medical emergencies and to evacuate the site in case of fire or explosion.
  - The contractor shall provide adequate staff to operate the program including a paid contract manager and a paid site manager for the site.
  - The site manager may be paid from Title III funds for no more than 4 hours per day and shall be responsible for site operations.
  - Must be able to work well with older adults.
  - Must be able to keep accurate records.
  - Must be able to supervise volunteers.
  - The contractor must develop a plan to recruit, orient, train, and recognize volunteers.
  - Minimum orientation and training shall include:

Contract Manager: Administrative procedures, record keeping systems, reporting, food safety.

Site Managers: Site procedures, orientation and training for specific volunteer activities.

All Staff: First aid, cardio-pulmonary resuscitation, physiology of aging, fire/disaster evacuation, shall attend all training required for specific staff categories provided by the Division of Aging and/or Area Agency on Aging.

- All foods must be stored, prepared, held and served in a manner to preserve optimum flavor and appearance, while retaining nutrients and food value.
- Staff serving food must use hygienic techniques and practices in all handling of the food.
- Food temperatures must be maintained at safe levels (hot 140° +, cold 45°-) throughout all processes from storage through serving.
- Contractor must abide by food safety practices required in 10NCAC Section of .0400.

Prohibited Services:

- Cannot provide meals to residents of long-term care facilities, guests, handicapped persons under age 60, adult day care participants and paid staff under age 60 without reimbursement of the full cost of the meal.
- Except on emergency basis, nutrition site(s) may not be closed or combined on a temporary or permanent basis without prior written approval from the Area Agency on Aging.
- May not enter into contracts with profit making organizations without prior written approval from the Area Agency on Aging.

Administrative Requirements:

- Adequate records shall be maintained to document program activities and shall include:
  - participants' intake record
  - participants' attendance records
  - meals served records
  - menu served with substitutions, dates, and justification noted
  - meal receipt/delivery slips
  - program income record
  - employment records including affirmative action documentation
- Shall follow general recognized accounting procedures outlined in CRF Part 74 of all funds including participant contributions.
- All participants' records shall be treated as confidential.
- File all required reports on time.
- Train staff to make appropriate referrals.

### **Home-Delivered**

In administering the Home-Delivered Meals Program, Contractor agrees to appoint or employ a person to do the following duties:

- 1) Recruit, maintain, schedule, and supervise volunteers to deliver meals.
- 2) Order, receive, and check meals received.
- 3) Keep daily records, which will include, but not be limited to:
  - a) Daily Nutrition Service Record
  - b) Required Temperature Reports
  - c) Volunteer Hours Reports
- 4) Receive requests for meals from potential clients.
- 5) Collect all project income per the Consumer Contributions Policy and Procedures.
- 6) Report all legitimate complaints to the Albemarle Commission's Home-Delivered Meals Coordinator.

The Albemarle Commission's Home Delivered Meals Coordinator/Volunteer Administrator will be responsible for:

- a) Supervising in the daily operation of home-delivered meals activities.
- b) Providing whatever assistance and support is necessary to recruit and maintain volunteers, i.e., making presentations to civic or community groups, etc., providing printed material, etc.
- c) Processing all requests for meals, determining eligibility, and making all placements to the program.
- d) Revising and updating delivery routes to reflect additions, deletions, or other changes.

IN WITNESS WHEREOF, AC and the Contractor have executed this Agreement as of the date first above written.

\_\_\_\_\_  
(Contractor)

Albemarle Commission

BY: \_\_\_\_\_  
(Authorized Official)

BY: \_\_\_\_\_  
(Executive Director)

DATE: \_\_\_\_\_

BY: \_\_\_\_\_  
(Area Agency on Aging Director)

DATE: \_\_\_\_\_

***This instrument has been pre-audited in the manner  
required by the Local Government Budget and Fiscal Control Act.***

\_\_\_\_\_  
(Commission's Finance Officer)





**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

**Item Number:** 8.K  
**Meeting Date:** July 05, 2022

**Submitted By:** Amber Curling,  
Planning & Zoning  
Prepared by: Karen Davis

**Item Title** **Set Public Hearing - UDO Text Amendment**

**Attachments:** AgendaSummary\_TextAmendments (DOCX)  
OrdinanceForTextAmendments\_8-1-22 (DOCX)

Agenda summary and supporting documentation attached.

**Camden County Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** July 5, 2022

**Attachments:** Text Amendments

**Submitted By:** Planning Department

**Item Title:** **Text Amendments to Camden County, NC Code of Ordinances**

**Summary:**

The attached proposed text amendments to the Camden County Ordinances is divided into three sections as follows:

The first section is a text amendment to the Unified Development Ordinance 151.3.8 to comply with FEMA 2020 model Ordinance updates.

The second section is a proposed text amendment to the Unified Development Ordinance 151.3.8 stormwater Management Plan Requirements and Stormwater Drainage Design Manual drainage plan requirements.

The third section is a proposed Wastewater Text Amendment to Update Unified Development Ordinance and Sewer Use Ordinance. The change is necessary to comply with the Camden County Future Land Use Plans.

**Recommendation:**

Motion to set Public Hearing for August 1, 2022

**Ordinance No. 2022-08-02**  
**An Ordinance**  
**Amending the Camden County Code of Ordinances**  
**Camden County, North Carolina**

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

**Article I: Purpose**

The purpose of this Ordinance is to amend Chapter 151 of the Camden County Code of Ordinances of Camden County, North Carolina, which was originally adopted by the County Commissioners on January 1, 1998, and subsequently revised February 4, 2019 and subsequently amended, and as otherwise incorporated into the Camden County Code.

**Article II: Construction**

For purposes of this Ordinance, Article III relates to substantive changes required by the new General Statute 162A-213 in which underlined words (underline) shall be considered as additions to existing Ordinance language and strikethrough words (~~strikethrough~~) shall be considered deletions to existing language. New language of proposed ordinance shall be shown in italics, underlined, and highlighted (*italics*).

**Article III:**

**Amending Camden County Code of Ordinances, specifically Chapter 151 Article 3.8.3 Special Flood Hazard Area Overly as follows:**

**151.3.8.3.C.4.b Certification Requirements**

b. An Elevation Certificate (FEMA Form 81-31, as amended) or Floodproofing Certificate (FEMA Form 81-65, as amended) is required after the reference level is completed. Within ten calendar days of establishment of the reference level elevation, or floodproofing, by whatever construction means, whichever is applicable, it shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of the elevation of the reference level, or floodproofed elevation, whichever is applicable in relation to mean sea level. Elevation certification shall be prepared by or under the direct supervision of a registered land surveyor or professional engineer and certified by same. Floodproofing certification shall be prepared by or under the direct supervision of a professional engineer or architect and certified by same. Any work done within the ten-day calendar period and prior to submission of the certification shall be at the permit holder's risk. The Floodplain Administrator shall review the certificate data submitted. Deficiencies detected by such review shall be corrected by the permit holder immediately and prior to further progressive work being permitted to proceed. Failure to submit the certification or failure to make required corrections shall be cause to issue a stop-work order for the project. (*Optional*)

**151.3.8.3.D.2.h Accessory Structures**

8. Accessory structures *Not larger than one story* over 150 square feet and up to 4,000 *600* square feet or less with a value of less than \$15,000 may be permitted below the base flood elevation as defined in Section **Error! Reference source not found.**, **Error! Reference source not found.**, provided they satisfy the criteria outlined above.
9. Accessory structures greater than 4,000 *600* square feet shall meet the elevation requirements as defined in Section **Error! Reference source not found.**, **Error! Reference source not found.**, or flood proofing requirements set forth in Section **Error! Reference source not found.**.

**Part 2:**

**Amending Camden County Code of Ordinances, specifically Chapter 151 Article 6.2.7.B.a.2 and 6.5.2 as follows:**

**151.3.8.3 Special Flood Hazard Area Overly**

**151.3.8.3.5 Duties and Responsibilities of the Floodplain Administrator**

- o. Excavation and filling in the ~~floodplain areas~~ *Special Flood Hazard Areas*, areas noted as AE in the FIRM maps, may be allowed at the approval of the county. Cut and fill for new development in the floodplain *will only may* be acceptable if the net volume available within the floodplain remains the same (<https://msc.fema.gov/portal/advanceSearch>). The volumes will be judged from one-foot contour to the next.

No credit will be provided for excavation below the normal water elevation of the creek or below the ground water table, whichever is higher. The Engineer will provide the areas and volumes at one-foot contour intervals for the existing conditions and demonstrate through volume calculations that the proposed condition equals or provides more storage volume for the development. The calculation and demonstration shall begin at the normal elevation, or invert elevation, and proceed by even one-foot increments to the FIRM reported base flood elevation for the immediate area. The cut and fill within the floodplain area must take place within the general confines of the development or within 500 feet of the river station shown on the FEMA maps.

- q. ***As an alternative to Item o of this Section, new developments which lie within a floodplain may fill beyond the balance limitations as provided by Item o if they subject their parcel and development to the Stormwater Management Plan Review process prescribed by Table 7.1.3 in this Ordinance and a Drainage Stormwater Study is performed in accordance with Division 7 of the County's Stormwater Drainage Design Manual. The Drainage Stormwater Study in this instance must show, the post development 100-year discharge rate is held to the pre-development discharge rate and that the hydraulic grade lines are not increased at any point immediately upstream or downstream of the development. This alternative will only be acceptable after a preapplication meeting with the County's Stormwater Engineer, County Planning Director or their designee, and the applicant or their design engineer and an appropriately scope of analysis is agreed to.***

### Part 3:

Amending Camden County Code of Ordinances, specifically Chapter 151 Article 2.3.18, 2.3.20, 6.2.7 and 6.5.2 as follows:

#### 151.2.18 Minor Subdivision

##### 1. Purpose and Intent

The purpose for this minor subdivision review procedure is to allow certain land divisions to be reviewed via an administrative review procedure based on the limited number of new lots proposed.

##### 2. Applicability

- a. Subdivisions of land that include up to five lots (including the residual parcel) (see Figure 2.3.18.B: Minor Subdivision) shall be reviewed in accordance with the standards in this section.
- b. All lots that are adjacent to an existing public water supply line ***and/or wastewater system lines*** prior to approval of a minor subdivision shall connect to the public systems as part of the establishment of the minor subdivision. However, connection to the public ~~water~~-systems for one or more lots shall not require the subdivision to be reviewed as a preliminary plat.
- c. No lot within a minor subdivision (including the residual parcel) shall be the subject of another minor subdivision application for a period of five years from the date the minor subdivision is approved. Nothing shall limit the timing of a subsequent application for a major subdivision, expedited subdivision, or transfer plat.

##### 3. Minor Subdivision Procedure

#### 6. Minor Subdivision Review Standards

- i. A minor subdivision shall be approved if the application complies with the following:

8. All lots (including the parent parcel) bordering an existing public water supply system water line ***and/or wastewater system sewer line*** shall connect to the public water supply system as part of the minor subdivision;

- ii. Minor subdivisions of land located within the special flood hazard area shall comply with the standards in Section ***Error! Reference source not found., Error! Reference source not found.***, and include the following statement:

*"Use of land within a floodplain or a special flood hazard area is substantially restricted by Camden County."*

- iii. If the minor subdivision is required to provide a connection to a public water supply system ***and/or wastewater system***, the plat shall include the following statement:

*"The developer is required to install all ***wastewater and/or*** water lines and related improvements."*

### 151.2.3.20 Preliminary Plat

3. If the preliminary plat is required to provide a connection to a public water supply system **and wastewater system**, the plat shall include the following statement:  
 "The developer is required to install all **wastewater and** water lines and related improvements."

## 151.6.2 Required Infrastructure

### 151.6.2.2 Generally

#### 151.6.2.2.3. Sanitary Sewage System

- iv. ~~In cases of~~ **When** development being **is required to be** served by a public or central private sewage systems, the subdivider or developer shall install all sewer lines in accordance with the standards in this Ordinance, the procedures manual, and other State or federal requirements.
- v. Sanitary sewage lines, including pump stations and treatment facilities shall be dedicated to the County for maintenance and operation. Sewer lines serving individual lots or uses prior to their connection to the central collection system shall not be the responsibility of the County.
- vi. Centralized private sewage systems shall be offered for dedication to the County, who may choose to accept the system in the sole discretion of the Board of County Commissioners.

### 151.6.5. Conservation Subdivision

#### 6.5.2 Applicability

#### 4. Where Prohibited

- a. The conservation subdivision option is not available for use in the NR, VR, or MX districts.
- b. Suburban Residential Zoning District will not have individual septic systems due to the decrease in the Dimensional Requirements specifically the Minimum Lot Area, from 1 acre to 0.5 acre.**

## USE OF PUBLIC SEWERS

## § 52.015 REQUIREMENT OF SEWER USE.

- (A) When the owner of a property, with access to public sanitary sewer, under District jurisdiction, including an owner of a non-district sewer system, is informed by the Albemarle Regional Health Services (ARHS) that the wastewater system serving the property is deemed non-repairable, such wastewater shall be discharged into a public sanitary sewer, subject to the provisions of § [52.125](#). The owner shall install at his expense a suitable building sewer or collecting sewer, as applicable, and shall install any other facilities necessary to connect the building sewer or collecting sewer to the public sewer at an access point provided by the district. The owner of real property shall, within six months of date of notification, make application and connection to the public sanitary sewer in accordance with the provisions of this section and §§ [52.105](#) through [52.112](#) of this chapter.
- (B) Whenever a building sewer or collecting sewer connected to the public sanitary sewer becomes clogged, broken, out of order or detrimental to the use of the public sewer, the owner having charge of any building or premises through which the building sewer or collecting sewer collects wastewater shall, upon notification by the Board, reconstruct, alter, clean or repair the building sewer or collecting sewer as the condition of such may require within ten days after receiving notification.
- (C) New construction, either subdivision or single lot, residential or commercial, with access to public sanitary sewer system under District jurisdiction, shall be required to connect their sanitary wastewater drain to the system and such wastewater shall be discharged into a public sanitary sewer, subject to the provisions of § [52.125](#). The owner shall install at his expense a suitable building sewer or collecting sewer, as applicable, and shall install any other facilities necessary to connect the building sewer or collecting sewer to the public sewer at an access point provided by the district. The owner of real property shall make application and connection to the public sanitary sewer in accordance with the provisions of this section and §§ [52.105](#) through [52.112](#) of this chapter.

(Ord. 2005-01-01, passed 2-21-05)

(Revised 2022-6-27, passed 2022-08-00)



## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

<b>Item Number:</b>	8.L
<b>Meeting Date:</b>	July 05, 2022
<b>Submitted By:</b>	Amber Curling, Planning & Zoning Prepared by: Karen Davis
<b>Item Title</b>	<b>Set Public Hearing - Rezoning Request</b>
<b>Attachments:</b>	1_AgendaSummary_SawyerRezoningConsentAgenda (DOCX) 2-SawyerRezoningStaffReport (DOCX) 3_ZoningMapAmendmentApplication (PDF) 4_Deed9AcresSection (PDF) 5_Deed872Hwy343 (PDF) 6_SawyerRezoningNeighborhoodSummary (PDF) 7_ZoningComparison (PDF)

Agenda summary and supporting documentation attached.

**Camden County Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** July 5, 2022

**Attachments:** Sawyer Rezoning Staff Findings, Application, Site Plan, Zoning Comparison, Neighborhood Meeting Summary, Deed, Ordinance, Resolution to amend CAMA Land Use Map

**Submitted By:** Planning Department

**Item Title:** Application for Zoning Map Amendment from Waverly Sawyer

**Summary:**

Waverly Sawyer has requested a map amendment for approximately 10 acres from the Highway Commercial (HC) zoning district to the Neighborhood Residential (NR) zoning district. The 10 acres consist of an approximately 1-acre parcel at 872 NC Hwy 343 N and approximately 9 acres from an adjoining parcel to the north west. Both parcels are located in South Mills Township.

The neighborhood meeting was held on April 12, 2022. On July 20, 2022, the Planning Board meeting will be held.

The proposed zoning change is inconsistent with the CAMA Future Land Use Map. The CAMA Future Land Use Maps has the majority of property identified as Low Density Residentials.

The proposed zoning change is inconsistent with the County's Comprehensive Future Land Use Map which identifies the parcels as Rural Preservation.

**Recommendation:**

Motion to set Public Hearing for August 1, 2022.



## STAFF REPORT

### UDO# 2022-06-09 Zoning Map Amendment for Sawyer Property on HWY 343 N

#### Project Information:

**File Reference:** 2022-06-09  
**Project Name:** N/A  
**PIN:** 01-8907-00-43-8620-0000  
**Applicant:** Waverly M. Sawyer  
**Address:** 117 Havenwood Drive  
 Camden, NC, 27921  
**Phone:** 252-202-2882  
**Email:** waverly702@gmail.com

**Agent for Applicant:** same as above  
**Address:** same as above

**Current Owner of Record:** Waverly M. Sawyer  
 and Linda B. Sawyer

**Meeting Dates:**  
 April 12, 2022      **Neighborhood Meeting**  
 July 20, 2022      **Planning Board Meeting**

**Application Received:** June 14, 2022  
**By:** Amber Curling, Planning

**Application Fee paid:** \$650.00 Ck# 7717

**Completeness of Application:** Application is generally complete

**Documents received upon filing of application or otherwise included:**

- A.** Rezoning Application
- B.** Deed
- C.** GIS Aerial, Current zoning, Comprehensive Plan Future Land Use and CAMA Land Use Plan Suitability Maps
- D.** Neighborhood Meeting Comments
- E.** Zoning Comparison: Highway Commercial (HC) to Neighborhood Residential (NR)

**Request:** Waverly Sawyer is requesting a Zoning Map Amendment per Article 151.2.3.30 of the Unified Development Ordinance for a total of 10 acres from Highway Commercial (HC) to Neighborhood Residential (NR) zoning district.

**Location Description:** The 10 acres consist of an approximately 1-acre parcel at 872 NC Hwy 343 N and approximately 9 acres from an adjoining parcel to the north west. The parcel ID for 872 Hwy 343 N is 01-8907-00-43-8620-0000. The parcel ID of the approximately 9-acre parcel is 01-8907-00-65-3412-0000. Both parcels are located in South Mills Township.

**Rezoning from Highway Commercial Zoning District (151.3.6.5):**

The Highway Commercial district is applied to lots along the County's major roadways (e.g., US 158, US 17, NC 34, and NC 343) and is intended for automobile-oriented commercial development as well as large floorplate commercial uses and uses that require or generate truck traffic. The district also accommodates agricultural and institutional uses as well as higher density residential uses with a special use permit. New development in the HC district is grouped and configured to ensure regular lateral vehicular and pedestrian access along major transportation routes as a means of establishing a well-connected transportation system. New development is configured to maintain high visual quality along the major roadway, or is fully screened from view. Sufficient spacing and screening is included along lot lines shared with adjacent residential zoning districts to ensure compatibility. New commercial and multi-family developments in the district are subject to the design standards in Article 151.5 Development Standards.

**Rezoning to Neighborhood Residential Zoning District (151.3.5.5)**

The Neighborhood Residential (NR) district serves as a transition district from the rural and suburban portions of the County to areas proximate to village centers and major commercial corridors. The district is intended to accommodate single-family detached homes in a neighborhood setting at moderate densities. Mobile and manufactured homes on individual lots, conservation subdivisions, and agricultural uses are limited in order to preserve the district's neighborhood character. Manufactured homes are not allowed on lots within 5,280 linear feet of a village center boundary. The district's 40,000-square-foot minimum lot area may be reduced when lots are within one mile of a designated village center boundary and served by public sewer. District regulations discourage uses that interfere with the development of residential neighborhoods or that are detrimental to the district's single-family detached neighborhood character.

**SITE DATA**

**Size of Lots:** Approximately 1 acre and 9 acres for a total of approximately 10 acres  
**Flood Zone:** X  
**Zoning District(s):** Highway Commercial (HC)  
**Existing Land Uses:** 1-acre Office/Retail property and 9 acres is farmland

**Adjacent Zoning & Uses:**

	<b>Northeast</b>	<b>Northwest</b>	<b>Southwest</b>	<b>Southeast</b>
<b>Zoning</b>	Working Lands (WL)	Working Lands (WL)	Working Lands (WL)	Working Lands (WL)
<b>Use</b>	Farmland	Church and Residential Lots	Farmland Residential Lot	Farmland

**Proposed Use(s)** – The proposed use is residential development.

**History of property:**

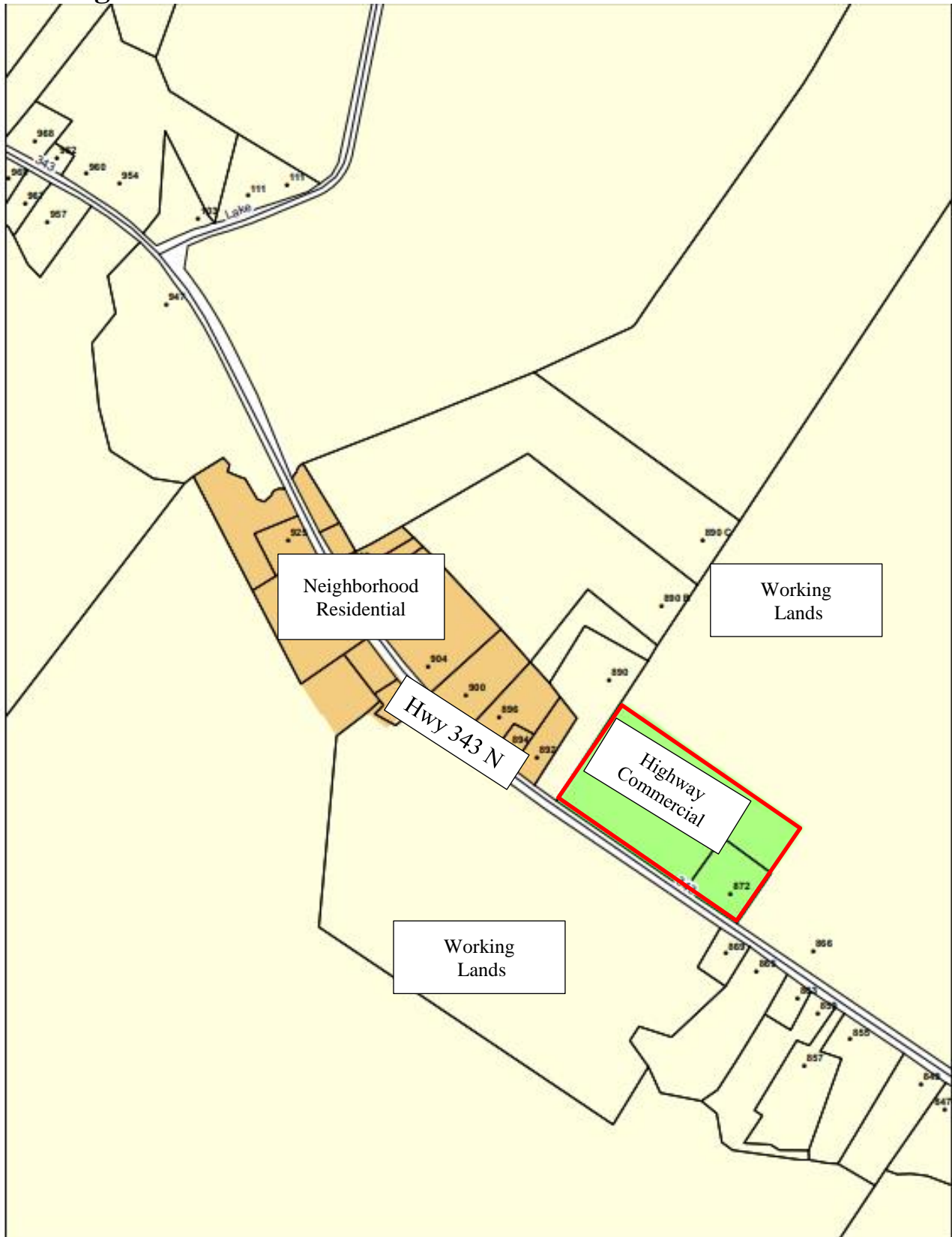
Ordinance No. 2019-10-01 rezoned the 10 acres from Working Lands to Highway Commercial. The purpose of this rezoning was due to existing business and future plan. The 1-acre site was previously used as a business, but is currently vacant. The 9-acres site is part of a larger parcel which has been used as farmland and would need to be subdivided.

Vicinity Map – NC Hwy 343 N in South Mills Township

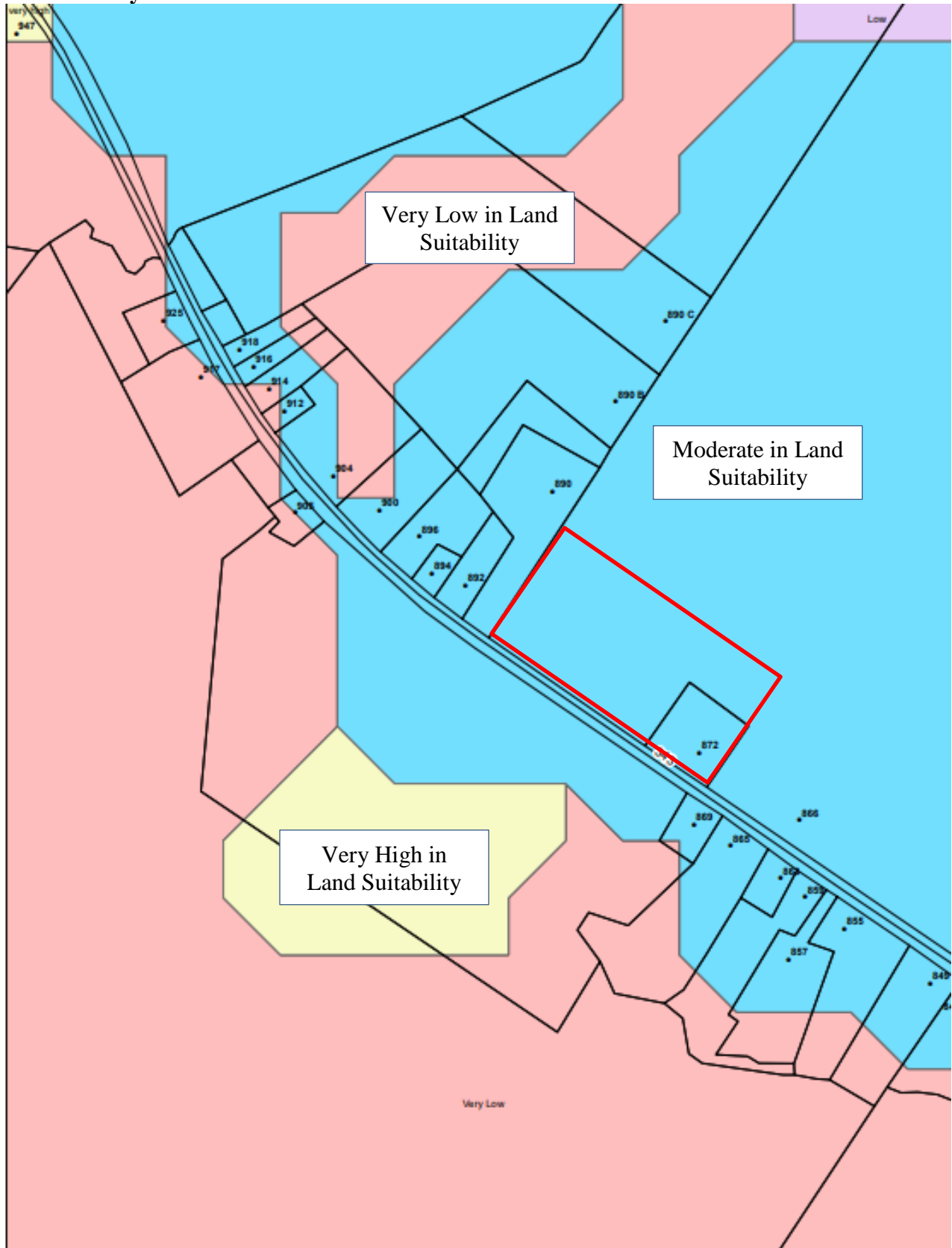




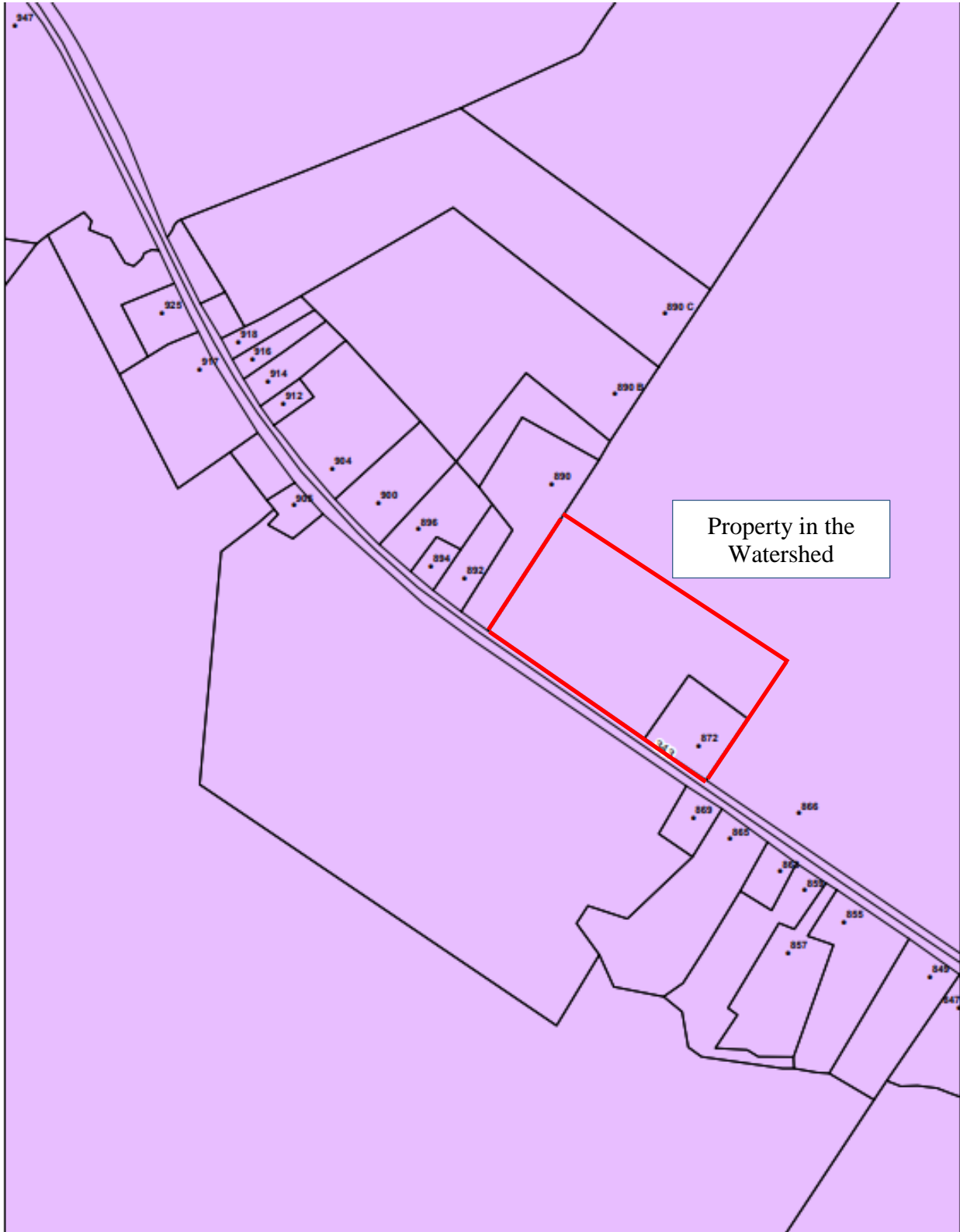
## Zoning Districts:



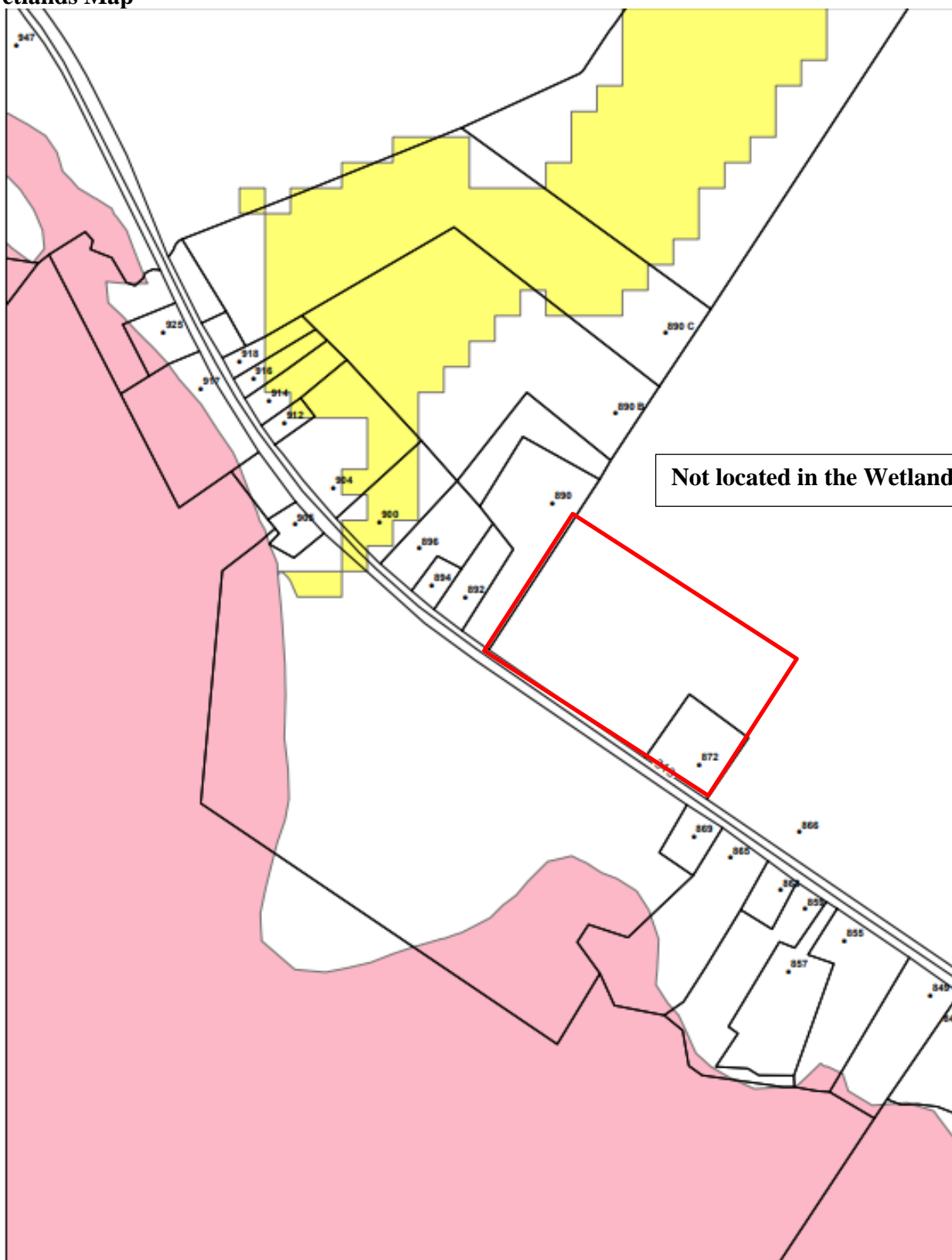
**Land Suitability:**



Watershed Map

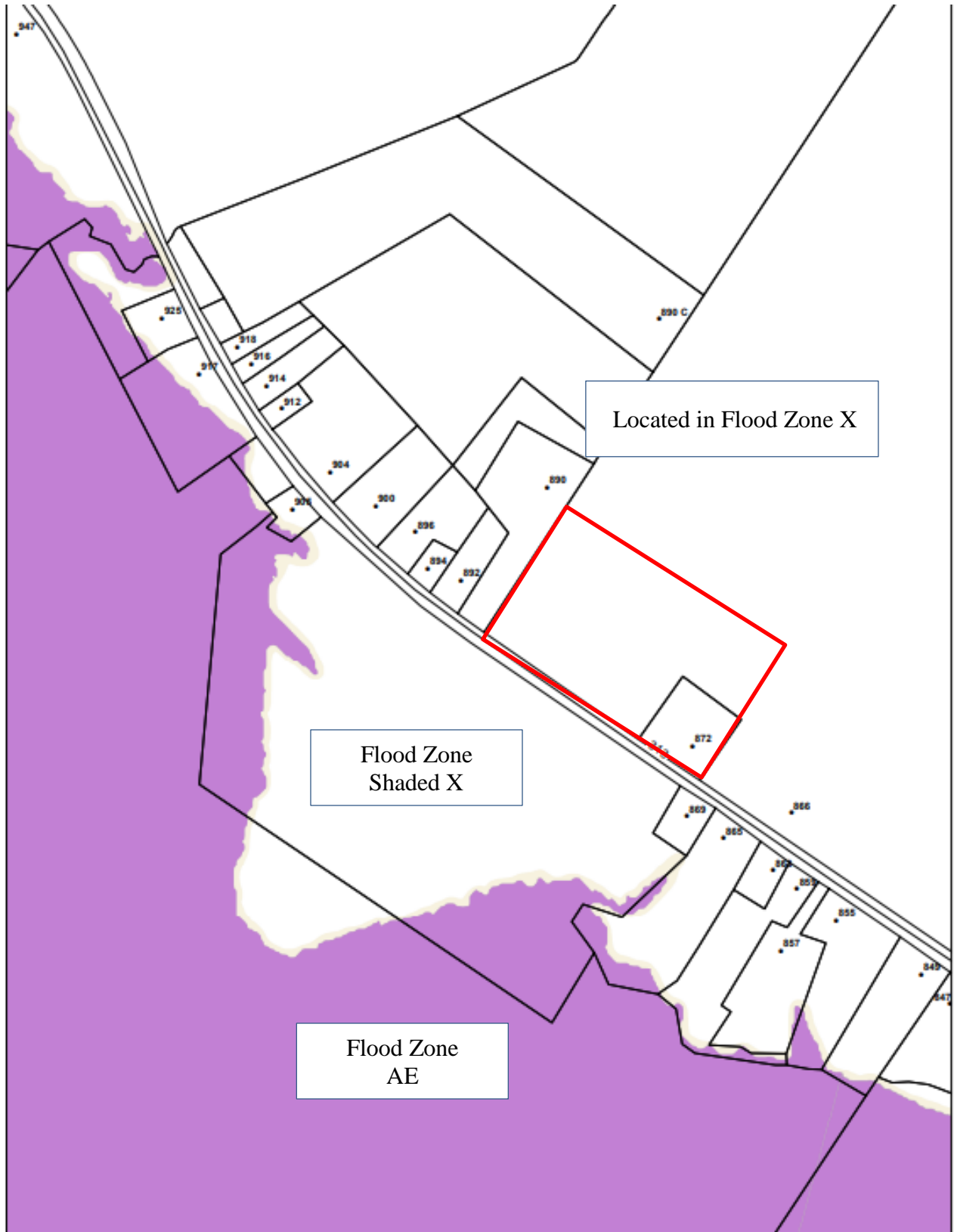


## Wetlands Map



### Not located in the Wetlands

# Floodplain Map



Attachment: 2-SawyerRezoningStaffReport (3340 : Set Public Hearing - Rezoning Request)

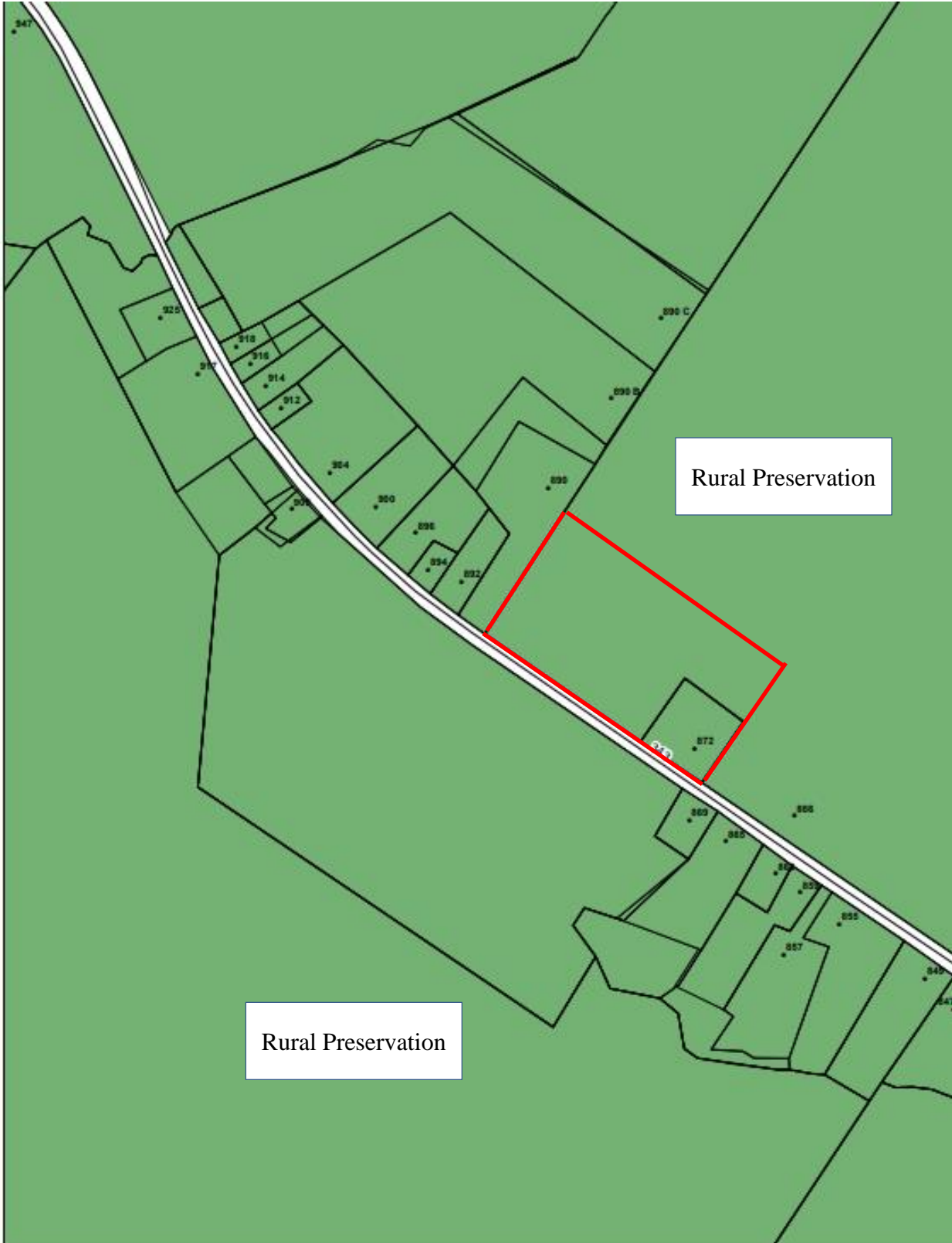


**Drainage** -It appears the property drains to Pasquotank River.

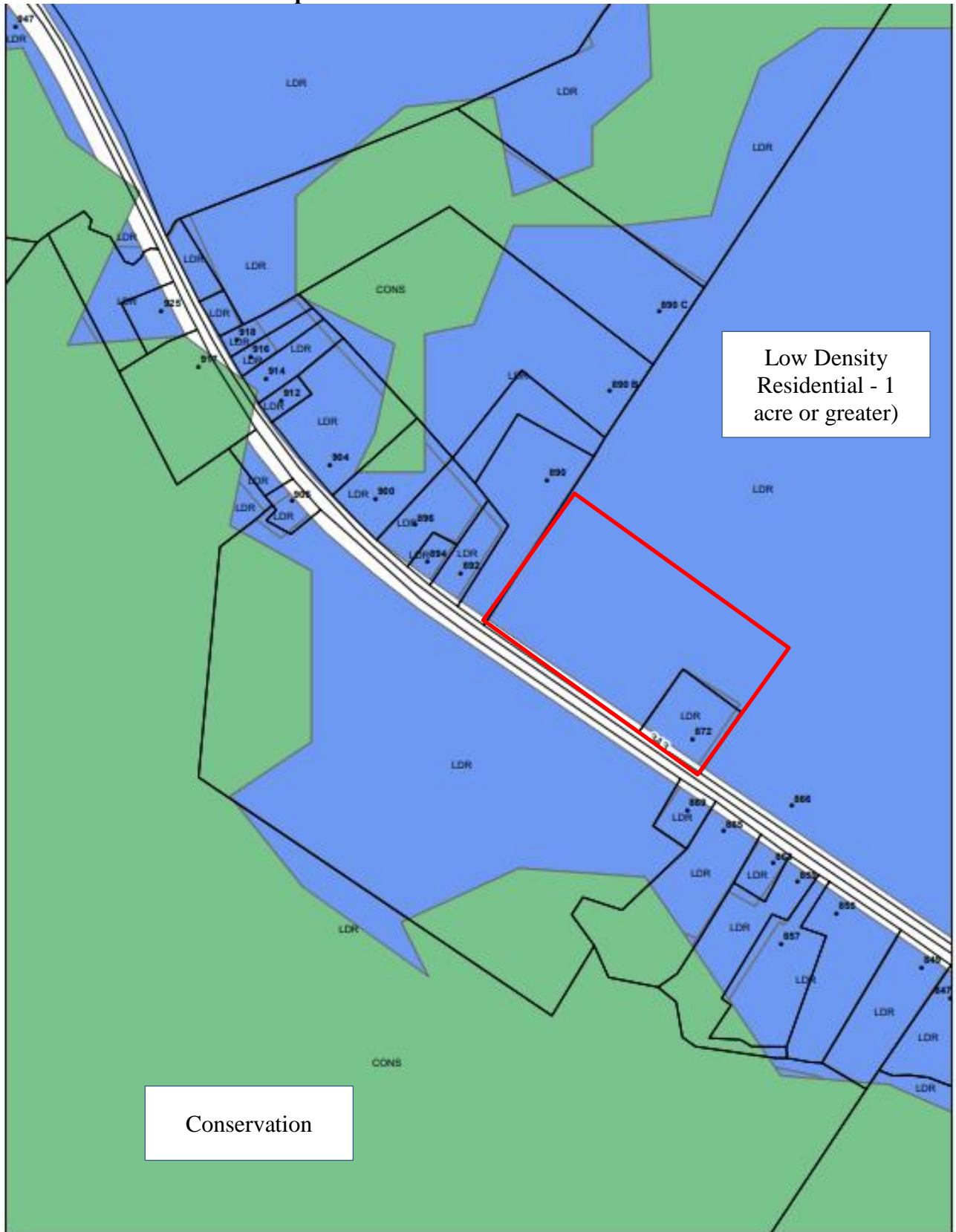




# Comprehensive Future Land Use Map



# CAMA Future Land Use Map



## Water and Sewer Map



Goal when Reviewing of Zoning Regulations in accordance with the Camden County Land Use Plans is to make sure the project is designed to:

- to lessen congestion in the streets;
- to secure safety from fire, panic, and other dangers;
- to promote health and the general welfare;
- to provide adequate light and air;
- to prevent the overcrowding of land;
- to avoid undue concentration of population; and
- to facilitate the adequate provision of transportation, water, sewage, schools parks and other public requirements

### **INFRASTRUCTURE & COMMUNITY FACILITIES**

**Water:** Water lines are located adjacent to property along Hwy 343 N

**Sewer:** Sewer line located adjacent to property along Hwy 343 N

**Fire District:** South Mills Fire District

**Schools:** Proposed rezoning may have an impact on Schools

**Traffic:** Proposed rezoning may have on traffic

### **CONSISTENCY with PLANS and MAPS**

#### **CAMA Land Use Plan Policies & Objectives:**

Consistent ☐

Inconsistent ☒

The CAMA Land Use Plan was adopted by the Camden County Board of Commissioners on April 4, 2005. The proposed zoning change is inconsistent in that the CAMA Future Land Use Map has the property identified as Low Density Residential (on lots 1 acre or greater). Neighborhood Residential (NR) zoning permits a minimum lot area of 40,000 square feet, which is less than 1 acre.

#### **2035 Comprehensive Plan**

Consistent ☐

Inconsistent ☒

The County's Comprehensive Future Land Use Map (Adopted 2012) shows the parcel to be Rural Preservation. Rural Preservation promotes the continued use of working lands and protection of environmentally sensitive lands from more intense development. The Plan also states Rural Preservation to be very low residential use with a maximum density of one dwelling unit per 5-acres. The Neighborhood Residential (NR) zoning permits a minimum lot size of 40,000 square feet, which is less than 1-acre in area.

#### **Comprehensive Transportation Plan**

Consistent ☒

Inconsistent ☐

Property abuts NC Hwy 343 N

**Other Plans officially adopted by the Board of Commissioners**

N/A

**SPECIFIC CAMA LAND USE QUESTIONS FOR THE PLANNING BOARD TO CONSIDER:****1. Does Camden County need more land in the zoning class requested?**Yes ☒ No ☐

**Reasoning:** In the appropriate location Neighborhood Residential (NR) zoning district works well. Neighborhood Residential 3.08% Camden 1.69% South Mills 2.47% Courthouse 5.97% Shiloh

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

**Reasoning:** There is other land in the County which is currently zoned as Neighborhood Residential (NR) or which could be rezoned as such and not be in conflict with the CAMA Future Land Use Plan or the 2035 Comprehensive Plan.

**3. Is the request in accordance with the Camden County land use plan?**Yes ☐ No ☒

**Reasoning:** The request is not in accordance with the Comprehensive and CAMA Future land use plans. The Zoning Comparison included in the package identifies specific uses for each zoning district.

**4. Will the request have serious impact on traffic circulation, parking space, sewer and water services, other utilities?**Yes ☐ No ☐

**Reasoning:** The proposed zoning uses will have an impact on all public services. The specific service and to what extent of the impact will be determined during the development approval process of the property.

**5. Will the request have an impact on other county services, including police protection, fire protection or the school system?**Yes ☒ No ☐

**Reasoning:** The proposed zoning uses will have an impact on all public services. The specific service and to what extent of the impact will be determined during the development approval process of the property.

**6. Is there a good possibility that the request, as proposed, will result in lessening the enjoyment or use of adjacent properties?**Yes ☐ No ☒

**Reasoning:** All permitted uses in the requested zoning classification should not lessen the enjoyment or use of any adjacent properties.

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

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

**8. Does the request raise serious legal questions such as spot zoning, hardship, violation of precedents, or need for this type of use?**

Yes ☐ No ☒

**Reasoning:** There does not appear to be any serious legal concerns related to spot zoning, hardship, or violation or precedents.

**9. Does the request impact any CAMA Areas of Environmental Concern?**

Yes ☐ No ☒

**Reasoning:** The request does not impact a CAMA Area of Environmental Concern.

## Summary

The proposed zoning map amendment is inconsistent with the 2005 CAMA Future Land Use Plan which has the property identified as Low Density Residential (on 1-2 acre lots).

The proposed zoning map amendment is inconsistent with the 2012 County's Comprehensive Future Land Use Map which has the property identified as Rural Preservation.





*Zoning for use -  
Rezoning Application*

## Zoning Map Amendment Application

8.L.c

### OFFICIAL USE ONLY:

UDO Number: 2022-06-09  
Date Filed: 6/14/2022  
Amount Paid: \$650.00  
Received By: AKK  
Ch# 771-7

### Contact Information

☒ PROPERTY OWNER ☐ APPLICANT ☐ AGENT FOR APPLICANT

Name: WAVERLY M. SAWYER & LINDA B. SAWYER

Name: Same

Address: 117 HAVENWOOD DRIVE  
CAMDEN, NC 27921

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: WAVERLY702@gmail.com

Email: \_\_\_\_\_

LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER: SELF

DOCUMENTATION OF PROPERTY OWNER GIVING CONSENT TO APPLICANT (Y/N/NA) NA

### Property Information

Physical Street Address 872 NC HWY 343 N

Location: SOUTH MILLS NC 27976

Parcel ID Number(s): <sup>(1)</sup> 01-8907-00-43-8620-0000; <sup>(2)</sup> 01-8907-00-65-3412-0000

Deed Book/ Page Number and/or Plate Cabinet/Slide Number <sup>(1)</sup> DB 122, DP 770 <sup>(2)</sup> DB 299, DP 278

Total Parcel(s) Acreage: 295.24 Perk Test or County Sewer Approval \_\_\_\_\_

Existing Land Use of Property: <sup>(1)</sup> VACANT COMMERCIAL <sup>(2)</sup> FARMLAND Proposed Land Use RESIDENTIAL

### Request

Current Zoning of Property: HC Proposed Zoning District: NR

Total Acreage for Rezoning: 10 Are you rezoning the entire parcel(s): ☐ Yes ☒ No

Metes and Bounds Description Provided: ☐ Yes ☐ No

Community Meeting, if applicable: Date Held: 4/12/22; Location: HISTORIC CAMDEN COWHOUSE

## Zoning Change Application Questions

The UDO requires the Board to consider principal issues when considering an application for a zoning change. Please respond to each issue in the space provided below or on a separate sheet.



(A) What reasons/purpose for the rezoning request?

Changing from commercial to residential

(B) Will the rezoning request cause noise, odors, light, activity or unusual disturbances?

No.

(C) How will the proposed zoning change enhance the public health, safety, or welfare?

NA

(D) Is the rezoning consistent with the purposes, goals, objectives and policies of the County's adopted policy guidance and future land use plans?

Yes the future land use plans show residential not commercial.

(E) Is the rezoning in the best interest of the public? Explain.

Yes the adjacent properties are residential

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

(1) Is this an expansion of an adjacent zoning district of the same classification?

NA

(2) What extraordinary showing of public need or demand is met by this application?

NA

I, the undersigned, do certify that all of the information presented in this application is accurate to the best of my knowledge, information, and belief. Further, I hereby authorize county officials to enter my property for purposes of determining zoning compliance. All information submitted and required as part of this application process shall become public record.

  
Property Owner(s)/Applicant

6/14/2022 Date

Note: Form must be signed by the owner(s) of record, contract purchaser(s), or other person(s) having a recognized property interest. If there are multiple property owners/applicants, a signature is required for each.

10/09/2020



Doc ID: 000505840006 Type: CRP  
Recorded: 11/16/2011 at 09:00:03 AM  
Fee Amt: \$26.00 Page 1 of 6  
Revenue Tax: \$0.00  
Camden, NC  
Peggy C. Kight Register of Deeds  
BK **299** PG **278-283**

Space Above This Line For Recording Data

NORTH CAROLINA NON-WARRANTY DEED

Prepared by W. Brock Mitchell, Attorney  
Return to Hornthal, Riley, Ellis & Maland, LLP

HREM File No. 1417-2AVI

253-12 11-16-11 JS & JBD no deling tax BD

Excise Tax: \$0.00

Transfer Tax: \$0.00

Tax Parcel:

- Tract 1: 01-8907-00-65-3412
- Tract 2: 01-8917-00-45-3242
- Tract 3: 01-8906-00-78-3358
- Tract 4: 01-7997-00-98-2023
- Tract 5: 01-7997-00-83-3321
- Tract 6: 01-8908-00-00-8538
- Tract 7: 01-8916-00-05-5080-0002
- Tract 8: 03-8952-02-77-5642
- Tract 9: 01-7997-00-94-3734
- Tract 10: 01-8907-00-80-5685

State of North Carolina, County of Camden

**THIS NON-WARRANTY DEED** made this 9<sup>th</sup> day of November, 2011, by and between **Waverly M. Sawyer and wife, Linda B. Sawyer**, whose mailing address is 117 Havenwood Drive, Camden, North Carolina 27921 (hereinafter collectively referred to as "Grantor"), and **Waverly M. Sawyer and wife, Linda B. Sawyer as tenants by the entirety with an express right of survivorship**, whose mailing address is 117 Havenwood Drive, Camden, North Carolina 27921 (hereinafter collectively referred to as "Grantee"):

**WITNESSETH:**

That the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has given, granted, bargained, sold, and conveyed, and by these presents does hereby give, grant, bargain, sell, and convey unto said Grantee, Grantee's heirs, successors, administrators and assigns, all of that certain piece, parcel, or tract of land situate, lying and being in Camden County, State of North Carolina, and being more particularly described as follows:

See Exhibit A attached hereto.


Per N.C.G.S. §105-317.2, the property does not include the primary residence of Grantor.

This document was prepared by W. Brock Mitchell, a licensed North Carolina attorney, without title search, closing or tax advice. Delinquent taxes if any, to be paid by the Grantee.

This is a deed of gift to facilitate estate planning.

TO HAVE AND TO HOLD the above described lands and premises, together with all appurtenances thereunto belonging, or in any way appertaining, unto the Grantee, Grantee's heirs, successors, administrators, and assigns forever.

IN WITNESS WHEREOF, the Grantor has duly executed and sealed this document, this the day and year first above written.

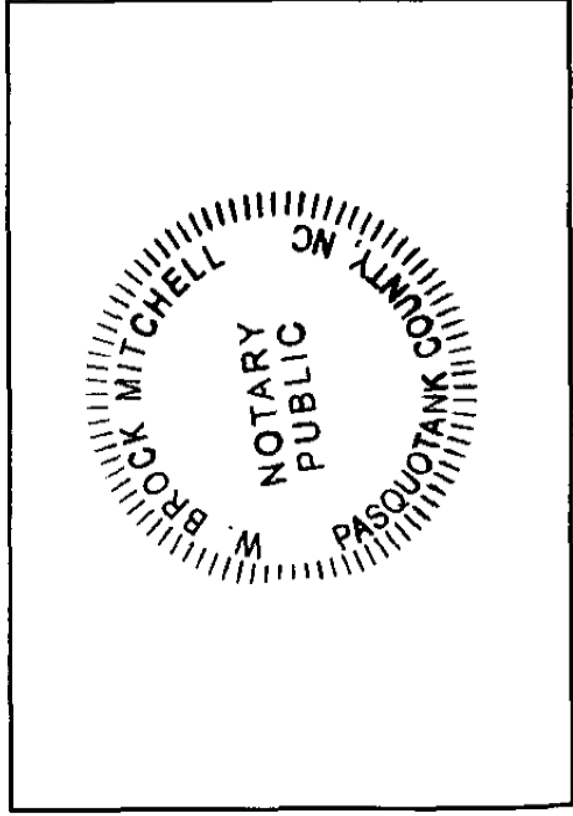
  
Waverly M. Sawyer (SEAL)


  
Linda B. Sawyer (SEAL)

State of North Carolina, County of Pasquotank

I, a Notary Public of County of Pasquotank, State of North Carolina, certify that on this date before me personally appeared **Waverly M. Sawyer and wife, Linda B. Sawyer**, personally known to me or who produced satisfactory evidence of identification and voluntarily signed the foregoing or attached instrument for the purposes therein stated and in the capacity indicated.

WITNESS my hand and official stamp or seal this the 9<sup>th</sup> day of November, 2011.



  
Notary Public  
Type or Print Name: W. Brock Mitchell  
My Commission Expires: 10/23/2012

Notary seal or stamp must appear within this box.



**EXHIBIT A**

**Tract One:**

**PIN: 01-8907-00-65-3412 – Meiggs Home Farm**

**Parcel One:** Commencing on the main road leading from South Mills to Camden Courthouse at W.R. Simons' line and running then down said line to a six foot ditch the back line, thence running down said ditch to a fence, the George A. Munger line, thence running along said fence to the aforesaid road, thence down said road to the place of beginning known as the "Meiggs Farm" containing 300 acres, more or less. This is the same property which was conveyed to the late Isaac Meiggs and wife, Lydia Meiggs, by deed dated December 16, 1914 from Miles W. Ferebee et ux, recorded in Deed Book 8, Page 362, of the Camden County Public Registry.

**Parcel Two:** Beginning at the main road at Isaac Meiggs' line and binding said Meiggs' line and Hinton Brothers' line an eastward course to the Carrie Miles Cuffey line to a six (6) foot ditch, thence a southwardly course to the L.M. Sawyer line, thence a westwardly course binding said Sawyer line to the main road, thence a northwardly course binding said main road to the first station, containing 40 acres, more or less. This is the same property that was conveyed to the late Isaac Meiggs and wife, Lydia Meiggs by deed from E.V. Hinton, dated March 8, 1916, and recorded in Deed Book 9, Page 422, of the Camden County Public Registry.

Parcels One and Two being the same property conveyed to Virginia Meiggs Sawyer and husband, Thomas Waverly Sawyer, by deed dated December 30, 1963, and recorded in Deed Book 44, Page 283, of the Camden County Public Registry.

This being a portion of the property Waverly M. Sawyer inherited from his mother, Virginia Meiggs Sawyer (see Estate File 98-E-57 in the Office of the Clerk of Superior Court of Camden County).

**Tract Two:**

**PIN: 01-8917-00-45-3242**

Being all of that property commonly known as the "Lake Land Tract," containing 689.29 acres, more or less, and having a PIN: 01-8917-00-45-3242.

Said property is bounded as follows:

- (1) to the north by South Road;
- (2) to the east by lands, now or formerly, owned as follows:
  - (a) Rebecca Williams (PIN: 02-8917-00-83-3224-9420)
  - (b) Alice Sawyer (PIN: 02-8917-00-62-1700)
  - (c) Joseph Sawyer (PIN: 02-8917-00-60-4356)
  - (d) Ruby Smithson (PIN: 02-8916-00-59-9775)
- (3) to the south by lands, now or formerly, owned as follows:
  - (a) Sandra Jones (PIN: 02-8917-00-40-4496)
  - (b) Thomas Waverly Sawyer (PIN: 01-8917-00-30-3354)
  - (c) Elwood Sawyer (PIN: 01-8917-00-20-5547)
  - (d) David Hall (PIN: 01-8917-00-10-8965)

- (e) Gus McPheson (PIN: 01-8917-00-11-0421)
- (f) Michael E. Moore (PIN: 01-8917-00-01-4701)
- (g) James W. Frankberry (PIN: 01-8917-00-01-1911)
- (h) Velma Holloman (PIN: 01-8907-00-91-2683)
- (i) Howard Olds, Sr. (PIN: 01-8907-00-82-8623)

(4) to the west by lands, now or formerly, owned as follows:

- (a) Jack and Clarann Mansfield (PIN: 01-8907-00-84-0002)
- (b) Claude Sawyer (PIN: 01-8917-00-15-3232)

This being a portion of the property Waverly M. Sawyer inherited from his mother, Virginia Meiggs Sawyer (see Estate File 98-E-57 in the Office of the Clerk of Superior Court of Camden County).

**Tract Three:**                      **PIN: 01-8906-00-78-3358**

Being all of that property, containing 1.4 acres, more or less, and having the PIN: 01-8906-00-78-3358.

Said property is bounded as follows: to the north and east, by property, now or formerly, owned by Velma Holloman (PIN: 01-8906-00-99-0179), to the south and east, by Tract Seven described below (PIN: 01-8916-00-05-5080-0001), and to the west by the Pasquotank River.

This being a portion of the property Waverly M. Sawyer inherited from his mother, Virginia Meiggs Sawyer (see Estate File 98-E-57 in the Office of the Clerk of Superior Court of Camden County).

**Tract Four:**                      **PIN: 01-7997-00-98-2023**

Being all of Waverly Sawyer's undivided interest, whatever it may be, in the property commonly known as the "J. E. Nash Field," containing 40.61 acres, more or less, and having the PIN: 01-7997-00-98-2023.

Said property is bounded as follows: to the north and east, by Highway 343, on the north and west by Beechnut Avenue, on the south by property, now or formerly owned by Waverly Sawyer, on the west by property, now or formerly, owned by James Kronlage (PIN: 01-7997-00-87-3050), Leaddonne G. Myers (PIN: 01-7997-00-87-3349), by Marjorie L. Eckert (PIN: 01-7997-00-87-3275), and by Terence M Gionet and Donna Gionet (01-7997-00-87-3648).

This being a portion of the property Waverly M. Sawyer inherited from his mother, Virginia Meiggs Sawyer (see Estate File 98-E-57 in the Office of the Clerk of Superior Court of Camden County).

**Tract Five:**                      **PIN: 01-7997-00-83-3321**

Being all of Waverly Sawyer's undivided interest, whatever it may be, in the property commonly known as "Nash's Island Tract," containing 32.14 acres, more or less, and having the PIN: 01-7997-00-83-3321.

Said property is bounded as follows: on the east by Waverly Sawyer (PIN: 01-7997-00-94-3734), on the west by Lois M. Sell (PIN: 01-7997-00-68-0148), on the south by Turner's Cut (a portion of the Inter Coastal Waterway), and on the north by James Harrell (PIN: 01-7997-00-84-5910) and Gloria Corbo (PIN: 01-7997-00-84-8816).



This being a portion of the property Waverly M. Sawyer inherited from his mother, Virginia Meiggs Sawyer (see Estate File 98-E-57 in the Office of the Clerk of Superior Court of Camden County).

**Tract Six:**                      **PIN: 01-8908-00-00-8538**

Being all of Waverly Sawyer's undivided interest, whatever it may be, in that property, containing 42.01 acres, more or less, and having the PIN: 01-8908-00-00-8538.

Said property is bounded as follows: to the north by property, now or formerly owned by Burnt Mills, LLC (PIN: 01-7998-00-91-4748) and property, now or formerly, owned by Zelda Marie Mitchell (also known as Marie Mitchell) (PIN: 01-8908-00-10-5962); to the east, property, now or formerly, owned by William Meiggs and Garry Meiggs (PIN: 01-8907-00-29-4840); to the south by property, now or formerly owned by Burnt Mills, LLC (PIN: 01-8907-00-18-7739), and to the west by property, now or formerly owned by Paulette S. Mitchell (PIN: 01-7997-00-99-1776) and property, now or formerly owned by Linda M. Old (PIN: 01-7997-00-99-7479).

This being a portion of the property Waverly M. Sawyer inherited from his mother, Virginia Meiggs Sawyer (see Estate File 98-E-57 in the Office of the Clerk of Superior Court of Camden County).

**Tract Seven:**                      **PIN: 01-8916-00-05-5080-0002**

Being all of Waverly Sawyer's undivided interest, whatever it may be, in that property containing 200.00 acres, more or less, having the PIN: 01-8916-00-05-5080-0001, and bounded as follows: to the north by Tract Three as described above (PIN: 01-8906-00-78-3358), to the north and east by property, now or formerly, owned by Velma Holloman (PIN: 01-8906-00-99-0179), Evelyn Elizabeth Williams (PIN: 01-8916-00-08-2247), and Gary and Roger Ambrose (PIN: 01-8916-00-16-9911), to the south and west by the Pasquotank River.

This being a portion of the property Waverly M. Sawyer inherited from his mother, Virginia Meiggs Sawyer (see Estate File 98-E-57 in the Office of the Clerk of Superior Court of Camden County).

**Tract Eight:**                      **PIN: 03-8952-02-77-5642**

Beginning at the north and east corner of the W.F. Barco lands; thence running an eastwardly course binding the W.D. Gregory cart path to T.B. Godfrey's lands; thence running a southwardly course binding the said Godfrey's lands to a marked pine and to W.F. Barco's lands; thence a westwardly course binding the Barco woodland to a fence; thence a northwardly course binding the Barco lands to the first station.

Being the same property conveyed to Waverly M. Sawyer in deed dated September 4, 1985 recorded in Deed Book 82 Page 98 of the Camden County Registry. This being a portion of the property Waverly M. Sawyer inherited from his mother, Virginia Meiggs Sawyer (see Estate File 98-E-57 in the Office of the Clerk of Superior Court of Camden County).

**Tract Nine:**

**PIN: 01-7997-00-94-3734**

Containing 160.6 acres as shown on plat entitled, "Map Showing Union Camp Corp. Hofler-Hurdle tract located in South Mills Township, Camden County, North Carolina" dated April 22, 1976, prepared by James C. Davis, RLS, said map redrawn by M. J. Whitehurst on February 15, 1977, and attached to deed from H.S. Hofler & Sons Lumber Co., to Union Camp Corporation dated September 15, 1977 recorded in Deed Book 67, Page 414, of the Camden County Public Registry, which map is recorded in Book 67 Page 417B, of the Camden County Public Registry.

Being the same property conveyed to Waverly M Sawyer in deed dated August 19, 2002 and recorded October 25, 2002 and recorded in Deed Book 163 Page 768 of the Camden County Registry.

**Tract Ten:**

**PIN: 01-8907-00-80-5685**

Being all of that property commonly known as the "Walker Tract," containing 8.2 acres, more or less, and having the PIN: 01-8907-00-80-5685.

Being bounded as follows: to the north by N.C. 343 and property, now or formerly, owned by Isaiah Morgan (PIN: 01-8907-00-81-5070) and PIN: (01-8907-00-80-6943), to the south and east by property, now or formerly owned by Velma Holloman (PIN: 01-8907-00-80-6173) and Dorothy Owens (PIN: 01-8906-00-99-5901) and (PIN: 01-8906-00-89-2750), and to the west by property, now or formerly, owned by Doris Hassell (PIN: 01-8907-00-70-9302).

This being a portion of the property Waverly M. Sawyer inherited from his mother, Virginia Meiggs Sawyer (see Estate File 98-E-57 in the Office of the Clerk of Superior Court of Camden County).

**ALSO INCLUDED IN THIS CONVEYANCE IS ANY AND ALL OTHER REAL PROPERTY LOCATED IN CAMDEN COUNTY AND OWNED SOLELY IN THE NAME OF WAVERLY M. SAWYER.**

F:\Users\BROCK\clients\Sawyer, Waverly\Deed Camden.wpd



CAMDEN COUNTY NC 03/26/98

\$0.00

Real Estate  
Excise Tax



NORTH CAROLINA EXCISE STAMPS  
ATTACHED AND CANCELLED \$ - 0 -  
\$2.00 per \$1,000.00 VALUE

FILED  
CAMDEN COUNTY NC  
03/26/98 10:00 AM  
PEGGY C. KIGHT  
Register Of Deeds

CHR

Excise Tax	Recording Time, Book and Page
Tax Lot No.	Parcel Identifier No. 01890700433600
Verified by 75-99 MR	County on the 26th day of March, 1998
by - - - - -	

Mail after recording to Mr. and Mrs. Waverly M. Sawyer  
117 Havenwood Drive, Camden, NC 27921

This instrument was prepared by J. Fred Riley, Attorney - NO TITLE EXAMINATION

Brief description for the Index

NORTH CAROLINA GENERAL WARRANTY DEED

THIS DEED made this 18th day of March, 1998, by and between	
GRANTOR	GRANTEE
WAVERLY M. SAWYER and wife, LINDA B. SAWYER, and VIRGINIA M. SAWYER, widow	WAVERLY M. SAWYER and wife, LINDA B. SAWYER 117 Havenwood Drive Camden, NC 27921
Camden County, North Carolina and more particularly described as follows:	South Mills Township,

Enter in appropriate block for each party: name, address, and, if appropriate, character of entity, e.g. corporation or partnership.

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land situated in the City of \_\_\_\_\_, South Mills Township, \_\_\_\_\_ County, North Carolina and more particularly described as follows:

BEGINNING at an iron pin situated on the northeastern right of way line of Highway 343 North, which iron pin is further situated a distance of 3,696 feet, more or less, southeastwardly from State Road #1210, and running thence from said point of beginning North 43° 59' 55" East 255.41 feet to an iron pin, cornering; thence South 44° 00' 00" East 274.30 feet to an iron pin in the center of a ditch; thence along the center of said ditch South 43° 59' 55" West 255.41 feet to an iron pin at the northeastern right of way line of Highway 343 North; thence along the northeastern right of way line of said highway North 44° 00' 00" West 274.30 feet to the iron pin at the point of beginning, this being the same property that is delineated on plat entitled in part, "Property Being Conveyed To Waverly Sawyer," prepared by Edward T. Hyman, Jr., Registered Surveyor, under date of March 6, 1998, a copy of which plat is attached to and by reference made a part of this deed.

The property herein conveyed is a part of the property previously owned by T. Waverly Sawyer, now deceased, and inherited by his wife, Virginia M. Sawyer, and his son, Waverly M. Sawyer. See Estate File 84-E-33 in the Office of the Clerk of Superior Court of Camden County.

THIS IS A DEED OF GIFT.



PROPERTY BEING CONVEYED TO

WAVERLY SAWYER

SOUTH MILLS TOWNSHIP  
CAMDEN COUNTY, NORTH CAROLINA

SCALE 1" = 60'

MARCH 6, 1998

BEING A PORTION OF THE PROPERTY RECORDED IN D.B. 11-113 G. 283  
State of North Carolina  
County of Camden

I, Mary M. Rhodes, Review Officer of Camden  
County, certify that the map or plat to which this certification is  
affixed meets all statutory requirements for recording.

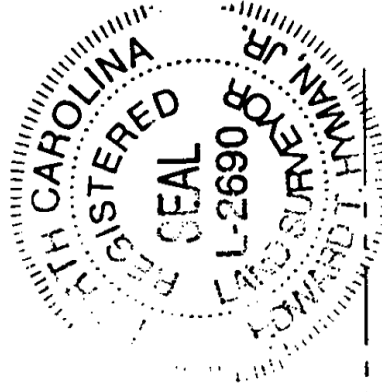
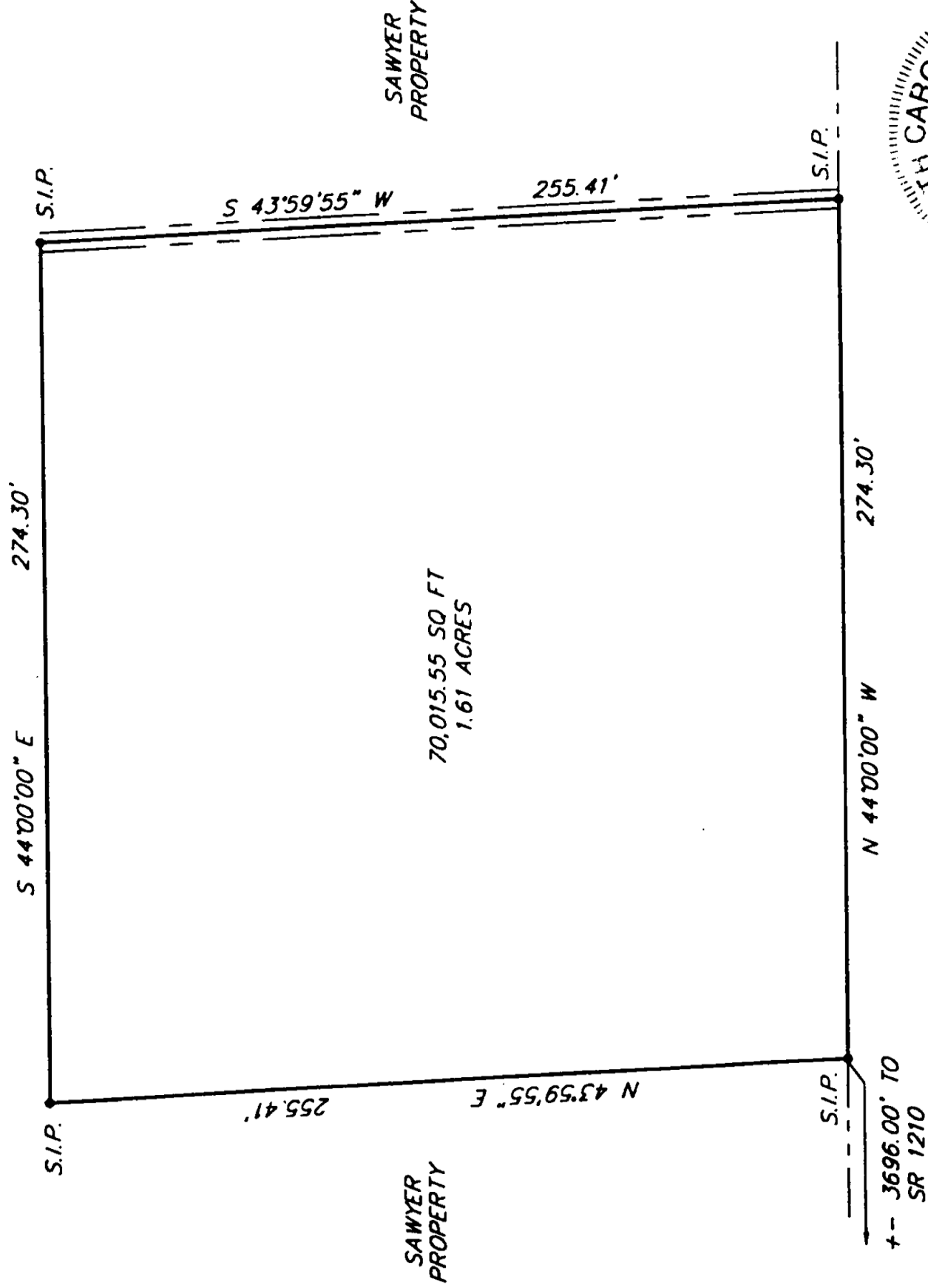
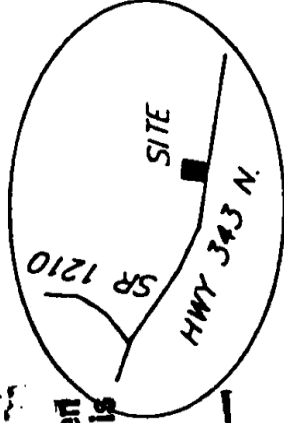
3-26-98  
Date

MAR 1998

Mary M. Rhodes  
Review Officer

SAWYER PROPERTY

VICINITY MAP



HWY 343 N. (100' R/W)

I, EDWARD T. HYMAN, JR. CERTIFY THAT THIS PLAT WAS DRAWN FROM AN ACTUAL FIELD LAND SURVEY MADE  
UNDER MY SUPERVISION; THAT THE DEED DESCRIPTION FOR SAID PROPERTY IS RECORDED IN D.B. 11-113 G. 283  
THAT THE ERROR OF CLOSURE IS 1:10,000+ ; THAT THIS MAP WAS PREPARED IN ACCORDANCE WITH BOARD  
RULES. WITNESS MY ORIGINAL SIGNATURE, REG. NUMBER AND SEAL THIS 9 DAY OF MARCH, 1998.

NOTE: THIS PROPERTY IS LOCATED IN FLOOD HAZARD ZONE C.  
LOWEST FLOOR ELEVATION = N/A N.G.V.D.  
GRADE ELEVATION = N/A N.C.V.D.

EDWARD T. HYMAN, JR. R.L.S. L-2690  
PO BOX 2174  
ELIZABETH CITY NC 27006-2174 (Q10) 33R 2013

Attachment: 5\_Deed872Hwy343 (3340 : Set Public Hearing - Rezoning Request)

The property hereinabove described was acquired by Grantor by instrument recorded in .....

A map showing the above described property is attached hereto:  
TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

And the Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever except for the exceptions hereinafter stated.  
Title to the property hereinabove described is subject to the following exceptions:

IN WITNESS WHEREOF, the Grantor has hereunto set his hand and seal, or if corporate, has caused this instrument to be signed in its corporate name by its duly authorized officers and its seal to be hereunto affixed by authority of its Board of Directors, the day and year first above written.

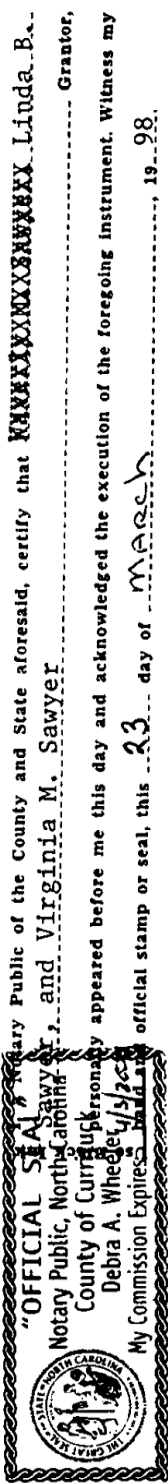
-----  
(Corporate Name) *Waverly M. Sawyer* (SEAL)  
Waverly M. Sawyer

BY: -----  
-----  
Linda B. Sawyer (SEAL)  
Linda B. Sawyer

ATTEST: -----  
-----  
Virginia M. Sawyer (SEAL)  
Virginia M. Sawyer

-----  
Secretary (Corporate Seal) ----- (SEAL)

SEAL-STAMP      NORTH CAROLINA, Pasquotank County.



My commission expires: April 3, 2000 Debra A. Wheeler Notary Public

SEAL-STAMP      NORTH CAROLINA, Pasquotank County.

I, a Notary Public of the County and State aforesaid, certify that Waverly M. Sawyer personally came before me this day and acknowledged the execution of the foregoing instrument.

Elizabeth A. Rowe  
Notary Public  
Pasquotank County, NC  
My commission expires August 16, 1998

Witness my hand and official stamp or seal, this 20th day of March, 19 98

My commission expires: 8-16-98 Elizabeth A. Rowe Notary Public

The foregoing Certificate(s) of Debra A. Wheeler, Notary Public of Currituck Co., NC and Elizabeth A. Rowe, Notary Public of Pasquotank Co., NC

is/are certified to be correct. This instrument and this certificate are duly registered at the date and time and in the Book and Page shown on the first page hereof.

By *Paigy C. Knight* REGISTER OF DEEDS FOR Camden COUNTY  
Deputy/Assistant - Register of Deeds

**From:** [Waverly Sawyer](#)  
**To:** [acurling@camdencountync.gov](mailto:acurling@camdencountync.gov)  
**Subject:** [External] 872 N. 343 REZONING REQUEST  
**Date:** Thursday, April 14, 2022 9:06:47 AM

---

The sender (**gmail.com**) is outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Letters were mailed March 22, 2022 to adjoining property owners. The letters gave intent and an illustrative map. Questions or comments were welcomed. None were received. Also, notice of a 6:00 pm meeting on April 12, 2022 at the Historic Camden Courthouse was included in the letter. None of the Addressed Parties attended the April 12 meeting.

Those present were:  
Waverly M. Sawyer  
Linda B. Sawyer  
Camden County Planning Staff

W. Sawyer

**Protected by PhishProtection.** When you click on a link in the email above, the destination website will be analyzed for known threats. If a known threat or suspicious content is detected, you will see a warning.

**Camden County, North Carolina  
Principal Use Table, District Comparison**

**8.L.g**

<b>Use Class / Main Category / Category</b>	<b>"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited</b>	<b>HC</b>	<b>NR</b>
<b>Agricultural</b>			
<b>AGRICULTURE/HORTICULTURE</b>			
<i>All Agriculture/ Horticulture Uses</i>		P	
<b>ANIMAL HUSBANDRY</b>			
<i>Animal Husbandry Uses (excluding stockyards and slaughterhouses)</i>			
<i>Stockyard/Slaughterhouse</i>			
<b>AGRICULTURAL SUPPORT</b>			
<i>Agricultural Research Facility</i>		P	
<i>Agri-Education/ Agri-Entertainment</i>		S	
<i>Distribution Hub for Agriculture Products</i>		P	
<i>Equestrian Facility</i>		S	
<i>Farm Machinery Sales, Rental, or Service</i>		S	
<i>Farmers Market</i>		P	
<i>Roadside Market</i>		P	
<b>Residential</b>			
<b>HOUSEHOLD LIVING USES</b>			
<i>Bungalow Court</i>			
<i>Duplex</i>			
<i>Live/Work Dwelling</i>			
<i>Manufactured Home - Const After 6-15-1976</i>			P
<i>Manufactured Home or Mobile Home Park</i>			
<i>Mobile Home - Const Prior to 6-15-1976</i>			
<i>Multi-Family</i>		S	
<i>Pocket Neighborhood</i>			P
<i>Quadrplex</i>		P	
<i>Single-Family Attached</i>		S	
<i>Single-Family Detached</i>			P
<i>Triplex</i>		P	
<i>Upper Story Residential</i>		P	
<b>GROUP LIVING</b>			
<i>Dormitory</i>		S	
<i>Family Care Home</i>			P
<i>Group Home</i>		S	
<i>Rooming House</i>		S	

**Attachment: 7\_ZoningComparison (3340 : Set Public Hearing - Rezoning Request)**

**Camden County, North Carolina**  
**Principal Use Table, District Comparison**

**8.L.g**

Use Class / Main Category / Category	"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited	HC	NR
<b>Institutional</b>			
<b>COMMUNITY SERVICES</b>			
<i>Community Center</i>		P	
<i>Cultural Facility</i>		S	
<i>Library</i>		P	
<i>Museum</i>		P	
<i>Senior Center</i>		P	
<i>Youth Club Facility</i>		P	
<b>DAY CARE</b>			
<i>Adult Day Care Center</i>		P	
<i>Child Care Center</i>		P	
<b>EDUCATIONAL FACILITIES</b>			
<i>Major</i>		S	
<i>Moderate</i>		P	
<i>Minor</i>		P	P
<b>GOVERNMENT FACILITIES</b>			
<i>Government Office</i>		P	
<i>Government Maintenance, Storage, or Distribution Facility</i>		P	
<b>HEALTH CARE FACILITIES</b>			
<i>Drug or Alcohol Treatment Facility</i>		S	
<i>Hospital</i>		S	
<i>Medical Treatment Facility</i>		P	
<b>INSTITUTIONS</b>			
<i>Assisted Living Facility</i>		S	
<i>Club or Lodge</i>		P	
<i>Halfway House</i>		S	
<i>Nursing Home</i>		S	
<i>Psychiatric Treatment Facility</i>		S	
<i>Religious Institution</i>		P	
<b>PARKS AND OPEN AREAS</b>			
<i>Cemetery</i>		S	S
<i>Community Garden</i>			P
<i>Park, Public or Private</i>		P	S

Attachment: 7\_ZoningComparison (3340 : Set Public Hearing - Rezoning Request)

**Camden County, North Carolina  
Principal Use Table, District Comparison**

**8.L.g**

<b>Use Class / Main Category / Category</b>	<b>"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited</b>	<b>HC</b>	<b>NR</b>
<b>PUBLIC SAFETY</b>			
<i>Police, Fire, or EMS Facility</i>		P	S
<i>Correctional Facility</i>			
<i>Security Training Facility</i>			
<b>TRANSPORTATION</b>			
<i>Airport</i>			
<i>Helicopter Landing Facility</i>		S	
<i>Passenger Terminal, Surface Transportation</i>		S	
<b>UTILITIES</b>			
<i>Utility, Major</i>		P	S
<i>Utility, Minor</i>		P	P
<b>Commercial</b>			
<b>ADULT AND SEXUALLY-ORIENTED BUSINESSES</b>			
<i>All Adult and Sexually-Oriented Businesses</i>			
<b>ANIMAL CARE</b>			
<i>Major</i>		P	
<i>Minor</i>		P	
<b>EATING ESTABLISHMENTS</b>			
<i>Restaurant, Major</i>		P	
<i>Restaurant, Minor</i>		P	
<i>Bar, Nightclub, or Dance Hall</i>		S	
<b>OFFICES</b>			
<i>Major</i>		S	
<i>Minor</i>		P	
<b>PARKING, COMMERCIAL</b>			
<i>All</i>		P	
<b>PERSONAL SERVICES</b>			
<i>Major</i>		P	
<i>Minor</i>		P	
<b>RECREATION/ENTERTAINMENT, INDOOR</b>			
<i>Major</i>		P	
<i>Minor</i>		P	

Attachment: 7\_ZoningComparison (3340 : Set Public Hearing - Rezoning Request)

**Camden County, North Carolina  
Principal Use Table, District Comparison**

**8.L.g**

<b>Use Class / Main Category / Category</b>	<b>"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited</b>	<b>HC</b>	<b>NR</b>
<b>RECREATION/ENTERTAINMENT, OUTDOOR</b>			
<i>Major</i>		S	
<i>Minor</i>		P	
<i>Firing Range</i>			
<i>Water-Related Uses</i>			
<b>RETAIL SALES</b>			
<i>Flea Market</i>		S	
<i>Grocery Store</i>		P	
<i>Major</i>		P	
<i>Minor</i>		P	
<b>STORAGE, COMMERCIAL</b>			
<i>Major</i>		P	
<i>Minor</i>		P	
<b>TELECOMMUNICATIONS</b>			
<i>Antenna Collocation (on a Building)</i>		P	
<i>Antenna Collocation (on a Tower)</i>		P	
<i>Small Wireless Facility</i>		P	
<i>Telecommunications Tower, Freestanding</i>		S	
<i>Telecommunications Tower, Stealth</i>		P	P
<b>VEHICLE ESTABLISHMENT</b>			
<i>Major</i>		P	
<i>Minor</i>		P	
<b>VISITOR ACCOMMODATIONS</b>			
<i>Bed and Breakfast</i>			
<i>Campground</i>		S	
<i>Hotel or Motel</i>		S	
<b>Industrial</b>			
<b>EXTRACTIVE INDUSTRY</b>			
<i>All</i>			
<b>INDUSTRIAL SERVICES</b>			
<i>Contractor Service</i>		P	
<i>Crabshedding</i>			
<i>Fuel Oil or Bottled Gas Distributor</i>			
<i>General Industrial Service and Repair</i>		S	
<i>Heavy Equipment Sales, Rental, or Service</i>		P	
<i>Research and Development</i>		P	

Attachment: 7\_ZoningComparison (3340 : Set Public Hearing - Rezoning Request)



**Camden County, North Carolina  
Principal Use Table, District Comparison**

**8.L.g**

<b>Use Class / Main Category / Category</b>	<b>"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited</b>	<b>HC</b>	<b>NR</b>
<b>MANUFACTURING AND PRODUCTION</b>			
<i>Manufacturing, Heavy</i>			
<i>Manufacturing, Light</i>	P		
<b>POWER GENERATION</b>			
<i>Solar Array</i>	S		S
<i>Wind Energy Conversion Facility</i>	S		
<b>WAREHOUSE AND FREIGHT MOVEMENT</b>			
<i>All</i>	P		
<b>WASTE-RELATED SERVICES</b>			
<i>Incinerator</i>			
<i>Land Application of Sludge/Septage</i>			
<i>Landfill</i>			
<i>Public Convenience Center or Transfer Station</i>	P		
<i>Recycling Center</i>	P		
<i>Salvage or Junkyard</i>			
<i>Waste Composting Facility</i>			
<b>WHOLESALE SALES</b>			
<i>Major</i>	P		
<i>Minor</i>	P		

Attachment: 7\_ZoningComparison (3340 : Set Public Hearing - Rezoning Request)



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Information, Reports & Minutes From Other Agencies**

<b>Item Number:</b>	11.A
<b>Meeting Date:</b>	July 05, 2022
<b>Submitted By:</b>	Tammie Krauss, Register of Deeds Register of Deeds Prepared by: Karen Davis
<b>Item Title</b>	<b>Register of Deeds Report</b>
<b>Attachments:</b>	Register of Deeds Report (PDF)

Ledger Report Fee Distribution  
TAMMIE KRAUSS, REGISTER OF DEEDS  
Camden, NC

Date Range From Sunday, May 01, 2022 to Tuesday, May 31, 2022

Name	Amount
NC Children's Trust Fund	\$40.00
NC Domestic Violence Fund	\$240.00
State Revenue Stamp	\$9,079.21
County Revenue Stamp	\$9,449.79
Land Transfer Fee	\$0.00
Floodplain Map Fund	\$0.00
Supplemental Retirement	\$97.97
ROD Automation Fund	\$566.42
Dept Of Cultural Resources	\$0.00
Vital Records Fund	\$0.00
State General Fund	\$0.00
State Treasurer Amount	\$762.60
ROD General Fund	\$4,822.81
 Total Distribution For Period	 \$25,058.80
 Cash Total	 \$574.40
Check Total	\$24,092.40
Pay Account Total	\$392.00
ACH Total	\$0.00
Escrow Account Total	\$0.00
Overpayment Total	\$0.00
Total Deposit For Period	\$25,058.80

Camden County Register of Deeds: Tammie Krauss  
May 2022 Daily Deposit

DATE	NC CHILDREN TRUST	NC DOM. VIO. FUND	STATE REV. STAMPS	COUNTY REV. STAMPS	RETIREMENT	AUTO FUND	STATE TREASURY	ROD GENERAL	TOTAL
05/02/22	\$ -	\$ -	\$ 294.00	\$ 306.00	\$ 3.23	\$ 17.97	\$ 37.20	\$ 156.60	\$ 815.00
05/03/22	\$ 5.00	\$ 30.00	\$ 336.14	\$ 349.86	\$ 2.55	\$ 12.53	\$ 12.40	\$ 107.52	\$ 856.00
05/04/22	\$ -	\$ -	\$ 441.00	\$ 459.00	\$ 3.96	\$ 24.46	\$ 31.00	\$ 204.58	\$ 1,164.00
05/05/22	\$ -		\$ 504.70	\$ 525.30	\$ 3.48	\$ 20.16	\$ 37.20	\$ 171.16	\$ 1,262.00
05/06/22	\$ 5.00	\$ 30.00	\$ 635.53	\$ 661.47	\$ 7.60	\$ 43.48	\$ 49.60	\$ 370.72	\$ 1,803.40
05/09/22	\$ -	\$ -	\$ 1,190.70	\$ 1,239.30	\$ 8.25	\$ 49.98	\$ 68.20	\$ 423.77	\$ 2,980.20
05/10/22			\$ 449.82	\$ 468.18	\$ 3.09	\$ 18.22	\$ 31.00	\$ 153.69	\$ 1,124.00
05/12/22			\$ 528.22	\$ 549.78	\$ 3.20	\$ 20.23	\$ 18.60	\$ 171.57	\$ 1,291.60
05/13/22			\$ 852.11	\$ 886.89	\$ 8.35	\$ 51.04	\$ 68.20	\$ 428.41	\$ 2,295.00
05/16/22			\$ 978.04	\$ 1,017.96	\$ 7.03	\$ 42.71	\$ 49.60	\$ 368.86	\$ 2,464.20
05/17/22			\$ 24.50	\$ 25.50	\$ 3.49	\$ 20.88	\$ 31.00	\$ 177.63	\$ 283.00
05/18/22			\$ 315.07	\$ 327.93	\$ 4.68	\$ 29.71	\$ 31.00	\$ 246.61	\$ 955.00
05/19/22	\$ 10.00	\$ 60.00	\$ 308.70	\$ 321.30	\$ 5.38	\$ 26.24	\$ 31.00	\$ 225.78	\$ 988.40
05/20/22	\$ -	\$ -	\$ 334.18	\$ 347.82	\$ 4.68	\$ 28.85	\$ 24.80	\$ 253.67	\$ 994.00
05/23/22	\$ 5.00	\$ 30.00	\$ 61.25	\$ 63.75	\$ 4.59	\$ 24.59	\$ 31.00	\$ 210.82	\$ 431.00
05/24/22			\$ 58.80	\$ 61.20	\$ 3.66	\$ 21.96	\$ 31.00	\$ 187.38	\$ 364.00
05/25/22	\$ 5.00	\$ 30.00	\$ 667.38	\$ 694.62	\$ 4.95	\$ 26.83	\$ 37.20	\$ 226.02	\$ 1,692.00
05/26/22			\$ 68.60	\$ 71.40	\$ 1.74	\$ 10.08	\$ 18.60	\$ 85.58	\$ 256.00
05/27/22	\$ 10.00	\$ 60.00	\$ 561.05	\$ 583.95	\$ 7.13	\$ 37.51	\$ 43.40	\$ 316.96	\$ 1,620.00
05/31/22			\$ 469.42	\$ 488.58	\$ 6.93	\$ 38.99	\$ 80.60	\$ 335.48	\$ 1,420.00
									\$ -
									0.00
									0.00
									\$ -
<b>TOTAL</b>	<b>\$ 40.00</b>	<b>\$ 240.00</b>	<b>\$ 9,079.21</b>	<b>\$ 9,449.79</b>	<b>\$ 97.97</b>	<b>\$ 566.42</b>	<b>\$ 762.60</b>	<b>\$ 4,822.81</b>	<b>\$ 25,058.80</b>

Attachment: Register of Deeds Report (3329 : Register of Deeds Report)



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Information, Reports & Minutes From Other Agencies**

<b>Item Number:</b>	11.B
<b>Meeting Date:</b>	July 05, 2022
<b>Submitted By:</b>	Kim Perry, Library Prepared by: Kim Perry
<b>Item Title</b>	<b>Library Report 5/2022</b>
<b>Attachments:</b>	22-05 (DOCX)

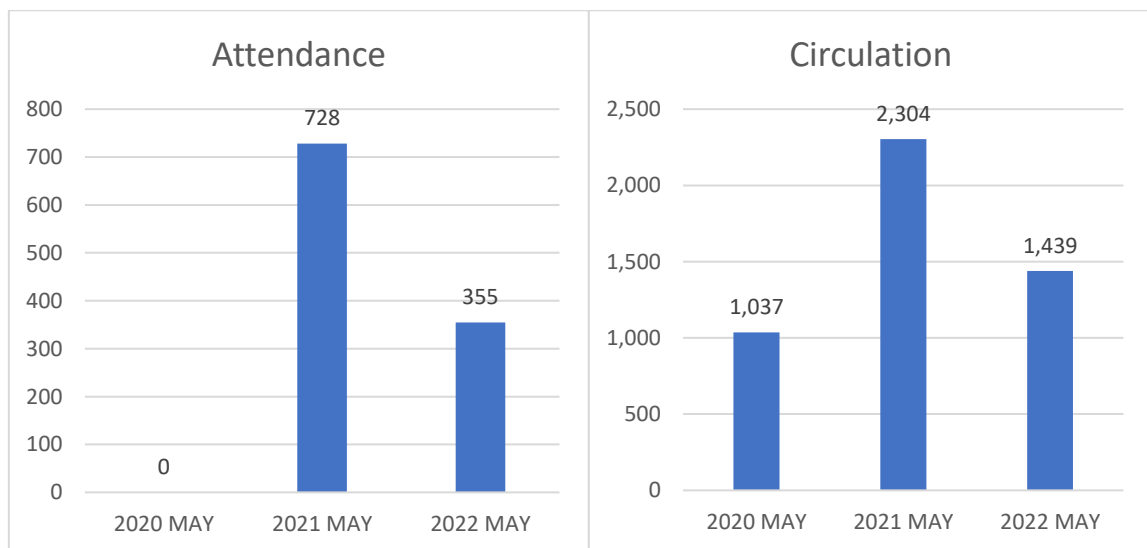
## Camden County Public Library

## May 2022 Statistics

Visitor Count	355
Materials Check Outs & Renewals	1,439
Computer/ Wireless Use	87/63
Questions Answered	140
Children's Programs/Attendance	1/6
Adult Programs/Attendance	0/0
Outreach Programs/Attendance	1/16
Meeting Room Usage/Attendance	3/29
Days/Hours Open	8/62
# Items in Collection	19,831
Library Card Holders	2,964

### Comparison by Year

#### 2020-2022



**\*\*The Library was closed 5/11-5/31 while moving to our new location. During this closure the facility was closed to the public and all services suspended.**