

*Camden County Board of Commissioners
 Regular Meeting
 August 3rd, 2015
 7:00 P.M. - Regular Meeting
 Historic Courtroom, Courthouse Complex
 Camden, North Carolina*

MINUTES

The regular meeting of the Camden County Board of Commissioners was held on August 3rd, 2015 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:

*Chairman Michael McLain,
 Commissioners Garry Meiggs, Clayton Riggs and Tom White;*

Vice Chairwoman Sandra Duckwall was not present.

Also attending were County Manager Michael Renshaw, Finance Officer Stephanie Humphries, County Attorney John Morrison, and Clerk to the Board Angela Wooten. Present for purposes of making a presentation(s) or providing supporting information for agenda items were the following persons: County Permit Officer Dave Parks, Tax Administrator Lisa Anderson,

Regular Session, 7:00 P.M.

Chairman Michael McLain called to order the August 3rd, 2015 meeting of the Camden County Board of Commissioners at 7:00 PM. He announced that the power was out due to an earlier accident.

Invocation and Pledge of Allegiance

Commissioner Clayton Riggs gave the invocation and led those present in the Pledge of Allegiance.

Public Comments

Randy Krainiak of Camden came before the board with the following comments:

- Camden County does not offer anything to do for residents over the age of 18.*
 - The county needs to stop letting the good people get away by offering a Community Center that houses a Library, Senior Center, 4-H and gymnasium under one roof.*
-

Steve Harris of Camden came before the board with the following comments:

- Concerning the June 19th, 2015 Daily Advance news article.*
 - The leak on 343 was reported June 27th, 2013*
 - The leak was in the field path and in plain view*
 - There were no work orders or tracking of work orders.*
 - National Average of water loss is 16%. If Camden is operating at only a 3% water loss, how can the water department be losing money?*
-

Consideration of Agenda

Chairman Michael McLain asked if there were any changes to the agenda. Not hearing any changes, Chairman Michael McLain called for a motion.

Commissioner Tom White made a motion to accept the agenda as presented. The motion passed 4-0 with Chairman Michael McLain, Commissioners Tom White, Garry Meiggs and Clayton Riggs voting aye; no Commissioner voting no; Vice Chairwoman Sandra Duckwall absent; and no Commissioner not voting.

Presentations***Item 3.A - North Carolina Forest Service – Steve Sutton***

Camden County Ranger Steve Sutton came to the Board to present highlights of the North Carolina Forest Service's annual accomplishments for Camden County in fiscal year July 2014 – June 2015.

Staff

- *Fully Staffed*
 - *Equipment Operator - Completed 2 year training progression*
 - *Assistant is almost completed with 2 year training*
 - *Both Need Fire Training*

Facility

- *Located in the Old Shiloh Fire Department*
 - *Building has flooded 4 times in 3 years*

Equipment

- *Currently renovating a donated 2007 Freightliner to replace a 2003 Truck Tractor*

Forest Management Plan

- *Due to a state budget cut, they now have to charge a \$45 base fee plus \$3 per acre.*
-

Item 3.B - Camden County OpenBudget – Mike Renshaw

County Manager Mike Renshaw states that in an effort to encourage public participation, knowledge and understanding concerning the County's annual budget, the County Manager and Finance Office have been working with the company Socrata to develop a Web-based application that will allow our residents and other stakeholders' easy access to annual budget expense and revenue data.

With the launching of Camden County OpenBudget, customers will now be able to view updated budget information throughout the year, tracking county expenses and revenues across all departments. This Web-based portal represents a vast improvement over simply posting static financial documents on its Website. The Socrata OpenBudget application allows for an "open window" into the county's operating budget as well as its programmed Capital Improvement Projects in FY 2015-2016.

Customers may view this new portal from the “Government” tab on the county Web site homepage as well as from a link on the “Finance Office” page listed under “Departments.”

Item 3.C - Camden County Sheriff's Range – John Morrison

County Attorney John Morrison gave a brief update to matters concerning a potential Camden County Sheriff's Range.

Commissioner McLain has proposed offered to lease a portion of his property at 480 Trotman Rd in Camden to the Sheriff's Department to use as a Shooting Range for Law Enforcement personnel only.

After speaking with the property owner, Chairman McLain, the Planning Staff, the Sheriff and researched the applicable law, John Morrison has concluded that there is no consideration, as nothing of value is passing to Chairman McLain or his family. The Chairman will still be obligated to pay the property tax and there will be no permanent improvements to the property.

Currently there is no special use permit application. If and when the county receives an application for Special Use Permit is submitted;

- *the planning staff will review the application and make a recommendation to the Planning Board*
- *then, plans would be presented during an advertised open meeting of the Planning Board*
- *The public will be given the opportunity to express their concerns.*
- *Finally there would be a Quasi-Judicial Hearing before the Camden County Board of Commissioners.*

Summary

- *No Special Use Permit Applications have been received for a shooting range at this time.*
- *No Legal Violation – As long as this a gift from Chairman McLain*
- *All legal requirements must be met the same as a private or for profit Shooting Range application.*
- *Any proposals will be reviewed by the planning staff and by the county attorney John Morrison and their analysis will be a public record.*
- *Approval or Denial is a public process with public input and must be conducted in public*

The county attorney advises the citizens that the board would act as a court in a Quasi-Judicial hearing. Therefore, any and all statements must be made under oath. Please do not try to call your Commissioners as they cannot legally discuss the matter if an application for Shooting Range special Use Permit is received. Please direct any questions or concerns to the Planning Staff or the County Attorney.

Public Hearings - None

Old Business

Item 4.A - Ordinance No. 2015-06-03 - Proposed amendments to Chapter 151 (Unified Development Ordinance) of the Camden County Code Ordinances

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Code Enforcement officer Dave Parks presented some additional language on proof of continued operation of the solar farm per the boards direction given at the July 6th 2015 Public Hearing.

<p style="text-align: center;">Ordinance No. 2015-06-03 An Ordinance Amending the Camden County Code of Ordinances Camden County, North Carolina</p> <p>BE IT ORDAINED BY THE CAMDEN COUNTY BOARD OF COMMISSIONERS as follows:</p> <p>Article I: Purpose</p> <p>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 December 15, 1997, and subsequently amended and as otherwise incorporated into the Camden County Code.</p> <p>Article II. Construction</p> <p>For purposes of this Ordinance, underlined words (<u>underlined</u>) shall be considered as additions to existing Ordinance language and strike-through words (strike-through) shall be considered deletions to existing language. New language of proposed ordinance shall be shown in Italics (<i>italic</i>) and underlined.</p> <p>Article III. Amend Chapter 151 as amended of the Camden County Code which shall read as follows:</p> <p style="text-align: center;">CHAPTER 151: UNIFIED DEVELOPMENT</p> <p>§ 151.007 SPECIFIC STANDARDS.</p> <p>(V) The following standards shall apply to all solar farms located in Camden County:</p> <ol style="list-style-type: none"> (1) The minimum lot size for all solar farms shall be five acres. (2) All structures shall meet the minimum setback for the zoning in which located. (3) There shall be 50 feet buffer from routine view from public rights of way or adjacent residentially zoned property. (4) Solar power electric generation structures shall not exceed a height of 23 feet. (5) The solar farm shall conform to the NCEC 22119 description of a ground mounted solar powered energy system. <p style="text-align: right;">Page 1 of 7</p>	<p><i>(6) The solar farm shall have 12 months to complete decommissioning of the solar facility if no electricity is generated for a consecutive period of 12 months. For purposes of this section, this 12-month period shall not include solar facilities been force majeure.</i></p> <p><i>(7) The County shall periodically require proof of the continuous operation of the solar farm from the applicant/owner. The nature of required evidence shall be determined as a condition of the Special Use Permit.</i></p> <p><i>(8) Decommissioning shall include removal of solar panels, buildings, cables, electrical components, roads, and any other associated facilities down to 10 inches below grade.</i></p> <p><i>(9) Applicants shall provide every reasonable effort to maximize the use of available solar credit in favor of the county in an amount equal to the estimated removal cost of the solar facility, less the revenue value of the equipment, which shall be held in a federally chartered trust with a branch office in northeastern North Carolina at which the latest of credits can be drawn and paid in full in accordance with the terms of the solar facility power purchase agreement. The solar facility revenue to the requirements of this section. The estimated cost of removal shall be minimal every five (5) years from date of removal for solar farm.</i></p> <p><i>(10) Deleted north shall be provided and recorded, unless the Applicant requests in writing that the survey records or other filed records need not be recorded.</i></p> <ol style="list-style-type: none"> (6 11) Solar farms located within FEMA's 100 year flood shall elevate all electrical connections one foot above the base flood elevation (BFE). (6 12) All collectors shall be surrounded by a trackable easement height six feet from <p>§ 151.008 FLOOD DAMAGE PREVENTION.</p> <p>§ 151.003 GENERAL PROVISIONS.</p> <p>(A) <i>Land to which this subchapter applies.</i> This subchapter shall apply to all special flood hazard areas within the county.</p> <p><i>(B) Basis for establishing the special flood hazard areas.—The special flood hazard areas are those identified by the Federal Emergency Management Agency (FEMA) as produced under the Cooperating Technical Assistance (CTA) agreement between the State of North Carolina and FEMA as its Flood Hazard Boundary Map (FHBM) or Flood Insurance Study (FIS) and its accompanying Flood maps such as the Flood Insurance Rate Maps (FIRM) and the Flood Boundary/Floodway Maps (FBFM), for Camden County dated October 4, 2004, which, with accompanying supporting data, and any revision thereto, including letters of map amendments or revisions, are adopted by reference and declared to be a part of this subchapter. The special flood hazard areas also include those defined through standard engineering practices for private developments or by governmental agencies, but which have not yet been incorporated as the</i></p> <p style="text-align: right;">Page 2 of 7</p>
<p>FIRM.—This includes, but is not limited to:</p> <ol style="list-style-type: none"> (1) Deleted flood data generated as a requirement of 4-141.203 of the subchapter. (2) Preliminary FIRMs whose accuracy is greater than the effective FIRMs or (3) Dam-delineation flood-elevation maps. <p>(C) <i>Establishment of Floodplain Development Permit.</i> A Floodplain Development Permit shall be required in conformance with the provisions of this subchapter prior to the commencement of any development activities within special flood hazard areas as determined in § 151.382(B).</p> <p>§ 151.384 GENERAL STANDARDS.</p> <p>(B) <i>Specific standards.</i> In all Special Flood Hazard Areas where Base Flood Elevation (BFE) data has been provided, as set forth in § 151.382(B), or § 151.333, the following provisions are required:</p> <ol style="list-style-type: none"> (1) <i>Residential construction.</i> New construction or substantial improvement of any residential structure (including manufactured homes) shall have the reference level, including basement, elevated no lower than the regulatory flood protection elevation, as defined in § 151.600, Definitions. (2) <i>Non-residential construction.</i> New construction or substantial improvement of any commercial or industrial, or other non-residential structure shall have the reference level, including basement, elevated no lower than the regulatory flood protection elevation. Structures located in A and AE Zones may be floodproofed to the regulatory flood protection elevation in lieu of elevation provided that all areas of the structure below the required flood protection elevation are watertight with walls substantially impervious to the passage of water, using structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effect of buoyancy. A registered professional engineer or architect shall certify that the standards of this subsection are satisfied. Such certification shall be provided to the official as set forth in § 151.383(B)(3). (3) <i>Manufactured homes.</i> <ol style="list-style-type: none"> (a) New or replacement manufactured homes shall be elevated on the reference level of the manufactured home is no lower than the regulatory flood protection elevation, as defined in § 151.600, Definitions. (b) Manufactured homes shall be securely anchored to an adequately anchored foundation to resist flotation, collapse, and lateral movement in accordance with the State of North Carolina Regulations for Manufactured/Mobile Homes, 1995 Edition, and any revisions thereto adopted by the Commissioner of Insurance pursuant to G.S. § 143-141.15 or a certified <p style="text-align: right;">Page 3 of 7</p>	<p>engineered foundation. Additionally, when the elevation would be met by an elevation of the chassis 36 inches or less above the grade at the site, the chassis shall be supported by reinforced piers or other foundation elements of at least equivalent strength. When the elevation of the chassis is above 36 inches in height, an engineering certification is required.</p> <ol style="list-style-type: none"> (a) All foundation enclosures or slating shall be in accordance with § 151.383(B)(4). (b) An evacuation plan must be developed for evacuation of all residents of all new, substantially improved or substantially damaged manufactured home parks or subdivisions located within flood prone areas. This plan shall be filed with and approved by the Floodplain Administrator and the local emergency management coordinator. (4) <i>Elevated buildings.</i> Enclosed areas of new construction or substantially improved structures, which are below the regulatory flood protection: <ol style="list-style-type: none"> (a) Shall not be designed or used for human habitation, but shall only be designed and used for parking of vehicles, building areas, or limited storage of maintenance equipment used in connection with the premises. Access to the enclosed area shall be the entrance necessary to allow for parking of vehicles (garage door) or limited storage of maintenance equipment (standing on service door, or entry to the living area (stairway or elevator). The interior portion of such enclosed area shall not be partitioned or finished into separate rooms, except for carless storage areas. (b) Shall be constructed entirely of flood resistant materials below the regulatory flood protection elevation. (c) Shall include measures to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. To meet this requirement, the foundation must either be certified by a professional engineer or architect or meet the following minimum design criteria: <ol style="list-style-type: none"> 1. Provide a minimum of two openings on different sides of each enclosed area subject to flooding. 2. The total net area of all openings must be at least one square inch for each square foot of each enclosed area subject to flooding. 3. If a building has more than one enclosed area, each area must have openings on exterior walls to allow floodwater to enter/exit. 4. The bottom of all required openings shall be no higher than one foot above the adjacent grade. 5. Openings may be equipped with screens, louvers, or other opening coverings or devices, provided they permit the automatic flow of floodwaters in both directions. <p style="text-align: right;">Page 4 of 7</p>

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<p>b. Foundation enclosures:</p> <p>a. Made of vinyl or other flexible skirting are not considered an enclosure for regulatory purposes, and, therefore, does not require openings.</p> <p>b. Made of masonry or wood underpinning, regardless of structural status, are considered an enclosure and therefore require openings as outlined above.</p> <p>(5) Additional/improvements:</p> <p>(a) Additions and/or improvements to pre-FIRM structures whereas the addition and/or improvements in combination with any interior modifications to the existing structure:</p> <p>1. Are not a substantial improvement, the addition and/or improvements must be designed to minimize flood damages and must not be any more non-conforming than the existing structure.</p> <p>2. Are a substantial improvement, both the existing structure and the addition and/or improvements must comply with the standards for new construction.</p> <p>(b) Additions to post-FIRM structures with no modifications to the existing structure shall require only the addition to comply with the standards for new construction.</p> <p>(c) Additions and/or improvements to post-FIRM structures whereas the addition and/or improvements in combination with any interior modifications to the existing structure:</p> <p>1. Are not a substantial improvement, the addition and/or improvements only must comply with the standards for new construction.</p> <p>2. Are a substantial improvement, both the existing structure and the addition and/or improvements must comply with the standards for new construction.</p> <p>(d) Where a fire wall or independent perimeter load-bearing wall is provided between the addition and the existing building, the addition(s) shall be considered a separate building and only the addition must comply with the standards for new construction.</p> <p>(6) Recreational vehicles: Recreational vehicles placed on sites within a Special Flood Hazard Area shall either:</p> <p>(a) Be on site for fewer than 180 consecutive days and be fully licensed and ready for highway use (a recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and has no permanently attached additions); or</p> <p>(b) Meet all the requirements for new construction, including anchoring and</p> <p style="text-align: center;">Page 5 of 7</p>	<p>elevation requirements of § 151.383(B) and § 151.384(A) and (B)(3).</p> <p>(7) Temporary non-residential structures: Prior to the issuance of a floodplain development permit for a temporary structure, applicants must submit to the Floodplain Administrator a plan for the removal of such structure(s) in the event of a hurricane, flash flood or other type of flood warning notification. The following information shall be submitted in writing to the Floodplain Administrator for review and written approval:</p> <p>(a) A specified time period for which the temporary use will be permitted. Time specified should be minimal with total time on site not to exceed one year.</p> <p>(b) The name, address, and phone number of the individual responsible for the removal of the temporary structure.</p> <p>(c) The time frame prior to the event at which a structure will be removed (i. e. minimum of 72 hours before landfall of a hurricane or immediately upon flood warning notification).</p> <p>(d) A copy of the contract or other suitable instrument with a trucking company to insure the availability of removal equipment when needed, and</p> <p>(e) Designation, accompanied by documentation of a location outside the Special Flood Hazard Area, to which the temporary structure will be moved.</p> <p>(8) Accessory structures: When accessory structures (sheds, detached garages, etc.) are to be placed within a Special Flood Hazard Area, the following criteria shall be met:</p> <p>(a) Accessory structures shall not be used for human habitation (including work, sleeping, living, cooking or restroom areas);</p> <p>(b) Accessory structures shall be designed to have low flood damage potential;</p> <p>(c) Accessory structures shall be constructed and placed on the building site so as to offer the minimum resistance to the flow of floodwaters;</p> <p>(d) Accessory structures shall be firmly anchored in accordance with this subchapter or by bolting the building to a concrete slab or by over the top ties. When bolting to a concrete slab, one-half inch bolts six feet on center with a minimum of two per side shall be required. If over the top ties are used a minimum of two ties with a force adequate to secure the building is required; and</p> <p>(e) All service facilities such as electrical and heating equipment shall be installed in accordance with § 151.384(A)(4); and</p> <p>(f) Openings to relieve hydrostatic pressure during a flood shall be provided below regulatory flood protection elevation in conformance with § 151.384(B)(4)(a).</p> <p style="text-align: center;">Page 6 of 7</p>
<p>(g) An accessory structure with a footprint less than 450 1000 square feet that satisfies the criteria outlined above, <u>Structures less than 150 square feet that satisfy the criteria above</u> does not require an elevation or floodproofing certificate. Elevation or floodproofing certifications are required for all other accessory structures in accordance with §151.383(B)(3).</p> <p>Adopted by the Board of Commissioners for the County of Camden this <u>3rd</u> of <u>Aug</u>, 2015.</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <p>ATTEST:  Angie Gooten Acting Clerk to the Board</p> </div> <div style="text-align: center;"> <p>County of Camden</p>  P. Michael McLain, Chairman Board of Commissioners </div> </div>	

Commissioner Tom White made a motion to approve Ordinance No. 2015-06-03 as presented by the Planning Department. The motion passed 4-0 with Chairman Michael McLain, Commissioners Tom White, Garry Meiggs and Clayton Riggs voting aye; no Commissioner voting no; Vice Chairwoman Sandra Duckwall absent; and no Commissioner not voting.

New Business

Item 5.A - Monthly Tax Report – June

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

YEAR	REAL PROPERTY	PERSONAL PROPERTY
2014	217,753.93	9,707.13
2013	78,031.33	8,600.47
2012	32,139.71	10,984.94
2011	17,966.79	8,129.14
2010	17,879.17	6,447.94
2009	7,304.80	6,069.27
2008	6,133.35	6,343.19
2007	6,133.10	9,813.87
2006	2,062.97	14,493.82

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2005	1,690.71	26,446.92
<i>TOTAL REAL PROPERTY TAX UNCOLLECTED</i>		387,095.86
<i>TOTAL PERSONAL PROPERTY UNCOLLECTED</i>		107,036.69
<i>TEN YEAR PERCENTAGE COLLECTION RATE</i>		99.27%
<i>COLLECTION FOR 2015 VS. 2014</i>		28,438.85 vs. 29,264.77
<i>LAST 3 YEARS PERCENTAGE COLLECTION RATE</i>		
2014		96.65%
2013		98.76%
2012		99.40%

<i>EFFORTS AT COLLECTION IN THE LAST 30 DAYS</i>	
<i>ENDING June 2015</i>	
<i>BY TAX ADMINISTRATOR</i>	
68	<i>NUMBER DELINQUENCY NOTICES SENT</i>
62	<i>FOLLOWUP REQUESTS FOR PAYMENT SENT</i>
1	<i>NUMBER OF WAGE GARNISHMENTS ISSUED</i>
15	<i>NUMBER OF BANK GARNISHMENTS ISSUED</i>
11	<i>NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR TO DELINQUENT TAXPAYER</i>
0	<i>NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)</i>
9	<i>PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF TAX ADMINISTRATOR</i>
0	<i>NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO COUNTY ATTORNEY</i>
0	<i>NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR COLLECTION (I.D. AND STATUS)</i>
0	<i>REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS</i>
0	<i>NUMBER OF JUDGMENTS FILED</i>

Commissioner Clayton Riggs made a motion to approve the Monthly Tax as presented by the Tax Administrator. The motion passed 4-0 with Chairman Michael McLain, Commissioners Tom White, Garry Meiggs and Clayton Riggs voting aye; no Commissioner voting no; Vice Chairwoman Sandra Duckwall absent; and no Commissioner not voting.

Item 5.B - Senior Center Participant Code of Conduct Policy

Senior Center Director Shana Trafton presented a new Code of Conduct for the Camden Senior Center that new and current participants will be given to sign. This will be one of a few documents included in the Camden Senior Center welcome packets.

Application Packet

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Name: _____ Male/ Female DOB: _____
 Address: _____
 Phone #: _____ Email: _____
 Emergency Contact: Name: _____ Phone #: _____

Participant Code of Conduct

The Camden County Senior Center is committed to serving Camden residents 55 years and older. The Senior Center staff hopes you find the Center to be a friendly place to visit where you can benefit from a variety of programs and outreach services offered. This Participant Code of Conduct is created to ensure a safe and enjoyable environment for all who utilize the center facilities.

PARTICIPANTS MUST EXHIBIT THE FOLLOWING CONDUCT:

- *Be considerate and treat others with kindness, courtesy and respect.*
- *Be calm, patient and refrain from using abusive, obscene, threatening, harassing, insulting or suggestive language.*
- *Not engage in (or threaten) physical violence.*
- *Keep facilities clean by cleaning up after you eat and throwing away all trash.*
- *Be able to care for them while partaking in Center activities. Individuals need assistance (memory impairment, incontinence, wheelchair bound, etc.) may conditionally participate in Center activities with the aid of a self-provided care attendant.*
- *Maintain personal cleanliness and hygiene.*
- *Be properly clothed at all times: shirt/top, pants/skirts, and shoes/sandals. If using fitness room or class must have proper athletic attire and shoes.*
- *Do not consume or be under the influence of any alcoholic beverages and/or illegal drugs.*
- *NO CONCEALED WEAPONS are permitted in the Center.*
- *No smoking inside the Center.*
- *Do not leave or store personal possessions at the Camden County Senior Center.*
- *Properly utilize public restroom. If an accident occurs please let Center staff know.*
- *Soliciting, canvassing, and peddling will not be tolerated at the Center or the surrounding parking lot.*
- *Must have Volunteer Application on file to assist staff with any tasks relating to the Senior Center.*
- *Adhere to all posted rules and signs.*

With the understanding that all participants utilizing the center will be required to abide by the Center's rules, laws, and processes, the Director or staff will use the following guidelines when addressing Code of Conduct violations.

Discipline Violations

1. **FIRST OFFENSE-** *Meet with participant to discuss conduct policy, inappropriate behavior, and the violation that occurred. Staff will keep a record of the incident. Advice the violator inappropriate behavior may result in suspension from all programs and activities at the Camden County Senior Center and/or Center offsite programs and activities.*
2. **SECOND OFFENSE-** *Meet with participant to discuss violation. Add this incident to participant's record. At the Director's discretion participant can be suspended for one week from all programs and activities at the Camden County Senior Center and/or Center offsite programs and activities.*

3. THIRD OFFENSE- Meet with participant to discuss violation. Staff will give written notice informing of one month suspension from all programs and activities at the Camden County Senior Center and/or Center offsite programs and activities. Participant must make appointment with the SAB Senior Advisory Board to be interviewed prior to being allowed reentry to the Center.

4. INCIDENT OF IMMINENT DANGER- Staff will handle imminent danger to persons or property as a police matter. When appropriate call 911 to protect the safety of participants and staff at the center. Participants will be indefinitely suspended from all programs and activities at the Camden Senior Center and/or Center offsite programs and activities. Term suspension will be determined by the Center Director, County Manager or designated department staff representatives.

The Camden Senior Center reserves the right to remove patrons from facilities, programs and services via suspension periods for any offense (first, second, third, etc.) determined by the Center Director, County Manager, or designated staff representatives.

1. I have carefully reviewed the Release and voluntarily signed it.
2. I agree to allow my picture to be used for publication.
3. I have been informed of the strenuous nature of the exercise programs, and that there will not be an instructor in the exercise room.
4. I have either consulted my physician, who has given his/her opinion that my physical condition allows my participation without adverse consequences, or I have, against advice, elected not to contact my physician.
5. I the undersigned participant, hereby indemnify and hold harmless the Camden County Senior Center, the County of Camden here and after referred to as a host agency their agents, employees, representatives, and assigns from any claims resulting in injury or physical illness arising from the use of the equipment in the exercise room, or fitness classes.

Thank you for making the Camden County Senior Center safe and enjoyable!

By signing below I agree that I have read, understand and will abide by the Camden County Senior Center Policies.

Signature: _____ Date: _____

Commissioner Garry Meiggs made a motion to approve the New Code of Conduct as presented by the Senior Center Director. The motion passed 4-0 with Chairman Michael McLain, Commissioners Tom White, Garry Meiggs and Clayton Riggs voting aye; no Commissioner voting no; Vice Chairwoman Sandra Duckwall absent; and no Commissioner not voting.

Board Appointments

Item 6.A - EARL Board Appointment

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August 4, 2015

new energy. new vision.

Victoria Hagermeister
115 Scotland Rd
Camden, NC, 27921

RE: Camden County Representative on the East Albemarle Regional Library Board

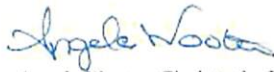
Dear Ms. Hagermeister:

At the August 3rd, 2015 Camden County Board of Commissioners meeting, the Board voted to appoint you as the Camden County Representative on the East Albemarle Regional Library Board with a 4 year term expiring 8/2/2019.

If you have any questions, please call Jonathan Wark at (252) 331-2543.

Thank you for your willingness to serve the citizens of Camden County.

Sincerely,



Angela Wooten, Clerk to the Board
Camden County Board of Commissioners

cc: Board of Commissioners
Jonathan Wark
File



Commissioner Clayton Riggs made a motion to appoint Victoria Hagermeister to the EARL Board for a 4 year term. The motion passed 4-0 with Chairman Michael McLain, Commissioners Tom White, Garry Meiggs and Clayton Riggs voting aye; no Commissioner voting no; Vice Chairwoman Sandra Duckwall absent; and no Commissioner not voting.

Library Board of Trustees

Chairman McLain appoint Commissioner Clayton Riggs to replace Vice Chair Sandra Duckwall on the Camden Library Board of Trustees.

Consent Agenda

Commissioner Clayton Riggs made a motion to approve the consent agenda as presented. The motion passed 4-0 with Chairman Michael McLain, Commissioners Tom White, Garry Meiggs and Clayton Riggs voting aye; no Commissioner voting no; Vice Chairwoman Sandra Duckwall absent; and no Commissioner not voting.

Consent Agenda

Item 7.A - Draft Minutes

*April 6th, 2015
April 20th, 2015*

Consent Agenda

Item 7.B - Budget Amendments

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REFUNDS OVER \$100.00
 Refunds to be Issued by Finance Office

ACE Tax System 7/29/15 14:35:42 CAMDEN COUNTY

Refund#	Refund To	Reference	Driver/Transaction Info
982.13	COMMONWEALTH USA SETTLEMENTS 100 TARP PARK DR STE 200 PITTSBURGH PA 15205	2013 W 02-8344-00-88-8574-0000 Overpayment	20150435 1 218200
269.25	OSCAR AND GAIL BUTTS 119 MERCER DRIVE CAMDEN NC 27921	2014 B 02-8344-00-88-8574-0000 REFUND PER MR MORRISON/DOUGLER	20150707 99 218277
269.25	OSCAR AND GAIL BUTTS 119 MERCER DRIVE CAMDEN NC 27921	2013 B 02-8344-00-88-8574-0000 REFUND PER MR MORRISON/DOUGLER	20150707 99 218278
269.25	OSCAR AND GAIL BUTTS 119 MERCER DRIVE CAMDEN NC 27921	2012 B 02-8344-00-88-8574-0000 REFUND PER MR MORRISON/DOUGLER	20150707 99 218279
269.25	OSCAR AND GAIL BUTTS 119 MERCER DRIVE CAMDEN NC 27921	2013 B 02-8344-00-88-8574-0000 REFUND PER MR MORRISON/DOUGLER	20150707 99 218280
269.25	OSCAR AND GAIL BUTTS 119 MERCER DRIVE CAMDEN NC 27921	2015 B 02-8344-00-88-8574-0000 REFUND PER MR MORRISON/DOUGLER	20150707 99 218281
2,128.38	Total Refunds		...

Submitted by: Lisa S. Anderson Date: 7-9-15
 Lisa S. Anderson, Tax Administrator Camden County

Approved by: F. Michael McLain Date: 8-9-2015
 F. Michael McLain, Chairman Camden County Board of Commissioners



Consent Agenda

Item 7.E - Tax Authorization to Collect

SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
15,070.68	15,749.54	8,577.40	39,397.62

Witness my hand and official seal this 3rd day of August, 2015

F. Michael McLain
 Chairman, Camden County Board of Commissioners

Attest:
Angela Watson
 Clerk to the Board of Commissioners of Camden County



Consent Agenda

Item 7.F - Volunteer Forms

Name: Michael Jeffcoat

Mailing Address: 112 Camden Avenue, Camden NC 27921

Township you live in: Taylor's Beach

Telephone (home): 252 333 2966 (business) None

Email address: mj18955@gmail.com

Are you a registered voter? Yes No

Have you ever been convicted of a felony? Yes No

Please identify any talent, interest, skill, experience or educational preparation which might be helpful to a board or commission: Retired USMC, 17 years experience in public school education as a classroom teacher and school based administrator. Still licensed in NC hold Masters and Education Specialist degrees. Currently full time student (Education) COA (questing program)

Boards or Commissions upon which you are interested in serving: Library

As a member of a Board or Commission, you will be expected to attend at least 75% of the meetings. Please note the by-laws of some Boards and Commissions limit the number of terms served. This application is a notification of your interest to serve on a Board or Commission to be considered by the Board of Commissioners when a vacancy occurs. Thanks for your interest in Camden County Government.

Signature: Michael Jeffcoat Date: 23 July, 2015



Consent Agenda

Item 7.G - Set Public Meeting; Sketch Plan Mill Run - Common Open Space Major Subdivision (UDO 2015-06-07)

Consent Agenda

Item 7.H - Stepping Up Resolution No. 2015-08-01

 <p>Resolution No. 2015-08-01 "Stepping Up Initiative to Reduce the Number of People with Mental Illnesses in Jails"</p> <p>WHEREAS, counties routinely provide inmate services to the estimated 2 million people with serious mental illnesses booked into jails each year; and</p> <p>WHEREAS, prevalence rates of serious mental illnesses in confinement facilities are three to six times higher than for the general population, with statistics showing that almost 13% of North Carolina's prison population requires some type of intervention due to mental health issues; and</p> <p>WHEREAS, almost three-quarters of adults with serious mental illnesses in jails have co-occurring substance use disorders; and</p> <p>WHEREAS, adults with mental illnesses tend to stay longer in jail and upon release are at a higher risk of recidivism than people without these disorders; and</p> <p>WHEREAS, county jails spend two to three times more on adults with mental illnesses than require interventions compared to those without these treatment needs; and</p> <p>WHEREAS, without the appropriate treatment and services, people with mental illnesses can continue to cycle through the criminal justice system, often resulting in tragic outcomes for these individuals, their families, and their communities; and</p> <p>WHEREAS, county jails are generally an unsafe environment for those with mental health treatment needs; and</p> <p>WHEREAS, the North Carolina Association of County Commissioners has undertaken a serious effort to address the local service needs of those with mental illnesses through the appointment of a special Task Force; and</p> <p>WHEREAS, Camden County, like all counties, takes pride in our responsibility to protect and enhance the health, welfare and safety of our residents; or efficient, safe, and socially responsible; and</p> <p>WHEREAS, through the Stepping Up Initiative, the National Association of Counties, the Council of State Governments Justice Center and the American Psychiatric Foundation are encouraging counties to reduce the number of people with mental illnesses in county jails; and</p> <p>THEREFORE, BE IT RESOLVED by the Board of Commissioners, Camden County:</p> <ol style="list-style-type: none"> 1. That the Board of Commissioners does hereby sign on to the Call to Action to reduce the number of people with mental illnesses in our county jail and commit to sharing 	<p>knowledge learned with other counties in North Carolina and across the country to support the Stepping Up Initiative; and</p> <ol style="list-style-type: none"> 2. That the Board of Commissioners will utilize resources available through the Stepping Up Initiative and other resources provided by the Council of State Governments Justice Center to ensure a diverse suite of leaders and decision makers from multiple agencies who are committed to safety reducing the number of people with mental illnesses in jails; and 3. That this team will utilize the comprehensive resources available through the Stepping Up Initiative to develop a plan to reduce the number of people with mental illness in the county jail for 2016-2020, consistent with the Council of State Governments Justice Center report and recommendations, as he presented to the Board of Commissioners at its five meeting in October 2015. <p>PASSED AND APPROVED this <u>2nd</u> day of <u>August</u>, 2015.</p> <p>ATTEST:  Clerk to the Board</p> <p>  Chairman of County Commissioners</p>
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Consent Agenda

Item 7.I - Proposed Amendment to Parks & Recreation and Camden County Schools Memorandum of Understanding

CAMDEN COUNTY BOARD OF COMMISSIONERS
 Regular Meeting – August 3rd, 2015

<p align="center">Camden County Parks & Recreation and Camden County Schools Memorandum of Understanding</p> <p>I. Purpose</p> <p>This document embodies the policies and procedures which govern facility use and users in order to insure optimal maintenance of athletic fields and other recreational facilities owned by Camden County and by the Camden County Board of Education (BOE) and to assure fair and efficient access to those facilities.</p> <p>The primary use of county recreation areas and facilities is for public recreation activities. The primary uses of school recreational facilities are (a) during school hours for school use exclusively (generally 8:30 a.m. to 5:30 p.m. on days school is in session and (b) during non-school hours, and on non-school days, for school and community use.</p> <p>Factors to be considered in determining permission for use, as well as permission for type of use are: current capital improvements or rehabilitation, regular maintenance, facility condition, extent of wear and tear to be caused by use, coordination of use, efficient scheduling, location of facility, and availability of services at a facility.</p> <p>All parties must comply with Federal and State anti-discrimination laws. All facility users shall comply with all applicable federal, state and local laws, such use shall pay of the costs, expenses, fines, penalties, and damages which may be imposed upon the owner of the property by reason of, or arising out of, the user's failure to fully and promptly comply with all legal requirements and observe all the provisions of this policy.</p> <p>A. List of Facilities Governed</p> <p>The outdoor athletic fields and outdoor and indoor facilities within Camden County are legally controlled as follows:</p> <p>A. Board of Education Athletic Fields and Recreational Facilities</p> <table border="1"> <thead> <tr> <th>School</th> <th>Facility/Field</th> </tr> </thead> <tbody> <tr> <td>Georcy Perry/Idemeadale</td> <td>Gymnasium</td> </tr> <tr> <td>Camden County Middle School</td> <td>Baseball Field Baseball Court (Outdoor) Football/Soccer Field Gymnasium Softball Field</td> </tr> <tr> <td>Camden County High School</td> <td>Baseball Field Football Field Gymnasium Softball Field (General Office Complex)</td> </tr> </tbody> </table>	School	Facility/Field	Georcy Perry/Idemeadale	Gymnasium	Camden County Middle School	Baseball Field Baseball Court (Outdoor) Football/Soccer Field Gymnasium Softball Field	Camden County High School	Baseball Field Football Field Gymnasium Softball Field (General Office Complex)	<p>B. Camden County Recreation Areas</p> <table border="1"> <thead> <tr> <th>Location</th> <th>Facility/Field</th> </tr> </thead> <tbody> <tr> <td>Camden Community Park</td> <td>Baseball/Softball Field 1 Baseball/Softball Field 2 Baseball/Softball Field 3 Baseball/Softball Field 4 Baseball/Softball Field 5 Baseball/Softball Field 6 Baseball/Softball Field 7 Baseball Court (Outdoor) Football/Soccer (Indoor) Football/Soccer (Outdoor) Pavilion Open Space Tennis Court Track and Field Walking Trail</td> </tr> <tr> <td>Great Dismal Swamp</td> <td>Walking/Biking Trail</td> </tr> </tbody> </table> <p>B. Priority of Use by Category</p> <p>Permits for facility use are issued by category in which the organization or event is placed. Category I user/event has priority over Category II and lower user/event. Within a category, Subcategory A has a priority over B, B over C, etc. If there is a dispute within a category, the facility representative will decide priority.</p> <p>Category I Permit Use</p> <p>BOE Public School Activities for grades Pre-K - 12 These activities include physical education and academic activities, Camden County Schools' extracurricular and co-curricular programs as well as school parent/teacher athletic organization.</p> <p>Category II Permit Use</p> <p>A. Parks and Recreation Directly Sponsored Activities These activities include programs run by the Recreation Department, such as day camps, after school programs, program offerings and special events.</p> <p>B. Recognized sports organizations comprised of 100% Camden County Participants</p> <p>C. Recognized sports organization comprised of highest number of Camden County Participants</p>	Location	Facility/Field	Camden Community Park	Baseball/Softball Field 1 Baseball/Softball Field 2 Baseball/Softball Field 3 Baseball/Softball Field 4 Baseball/Softball Field 5 Baseball/Softball Field 6 Baseball/Softball Field 7 Baseball Court (Outdoor) Football/Soccer (Indoor) Football/Soccer (Outdoor) Pavilion Open Space Tennis Court Track and Field Walking Trail	Great Dismal Swamp	Walking/Biking Trail
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Great Dismal Swamp	Walking/Biking Trail														
<p>D. Recognized Sports Organizations</p> <p>The following volunteer sports organizations are recognized by Camden County Parks and Recreation Department, according to the rules noted below:</p> <p>Camden State Park Association, Inc. Shiloh Sports Inc.</p> <p>F. A written order, copy of the registration forms and proof of insurance (Section IV (A) below) must be submitted annually at the time of application to the issuing entity. No permits will be issued unless the criteria is met.</p> <p>Category III Permits</p> <p>A. Camden County Service Agencies/Community Partners These groups include Camden A.H. Boy Scout and Girl Scout.</p> <p>B. Other volunteer sports organizations requesting use of field space and/or facilities. Such volunteer sports organizations must also provide to the Camden County Parks and Recreation Department (and Camden County Board of Education when requesting use of school fields and/or facilities) written consent, copies of registration forms, and proof of insurance as required in Section IV (A).</p> <p>Category IV Permits</p> <p>A. Private Group Rental/Facility Request These groups are made up of citizens of Camden County, or businesses based in Camden County, who request the use of facilities on an occasional basis when space is available.</p> <p>B. Privately Operated Programs Camden County Parks and Recreation Department and Board of Education facilities will not be made available for organizations, entities, individuals or groups for the purpose of providing recreational services to youth or adults if the event to be operated on a for-profit basis.</p> <p>NOTE: All "Category II through IV permits will provide the notice that a program cannot be a "Category I" organization can occur priority in unusual circumstances. The Parks & Recreation Department and Camden County Board of Education reserve the right to request written copies of all lease orders, and registration forms, complete with address, address, place of employment and insurance requirements.</p>	<p>IV. Procedure and Criteria for Parks and Recreation Recognized Status</p> <p>A. A county organization whose primary function is to provide recreational activities within the community, may seek to obtain recognized status with the Recreation Department and where applicable Camden County Board of Education (BOE) by satisfactorily fulfilling the following requirements:</p> <ul style="list-style-type: none"> A demonstrated need for providing the activity is evidenced and capacity/field space exists to meet that need. Activity is provided strictly on a non-profit basis. In support of such, each organization shall provide written documentation in the form of either a Determination Letter issued by the Internal Revenue Service and a copy of its non-profit corporation Articles of Incorporation filed with the Corporations Division of the Secretary of State's Office. All participants must reside in either Camden County, Cumberland County or Pasquotank County. All participants, including instructors, coaches, officials and players are covered under a liability and accident insurance plan approved by the Recreation Department and by the Camden County Board of Education or its designee where Camden County School facilities are requested. The approved insurance plan shall be the County and Camden County Board of Education where School facilities are used as additional co-insured and a copy will be maintained on file with the Recreation Department and Camden County Board of Education where applicable. The amount of such insurance shall not be less than ONE MILLION DOLLARS (\$1,000,000) bodily injury each occurrence/aggregate and ONE MILLION DOLLARS (\$1,000,000) property damage each occurrence/aggregate or ONE MILLION DOLLARS (\$1,000,000) bodily injury and property damage combined single limits each occurrence/aggregate. Further, such policy shall provide that any termination, cancellation, or reduction in coverage shall immediately be reported by the insurer to the County. All coaches, training, screening and certification programs, which are required by organizations affiliation, are properly enforced. The organization is a member of, or affiliated with a local, state, regional or national organization recognized as such, which provides rules and regulations governing play and organization requirements. If an organization, other than those listed, seeks recognized status, it must complete the required form and explain its compliance with the above criteria. The organization must be approved by the Recreation Department, Recreation Advisory Board, BOE, and Board of Commissioners (BOC). <p>V. Allocation of Fields and Facilities</p> <p>A. Supervision</p> <p>The Camden County Schools' Athletic Director and the Parks and Recreation Coordinator will collaborate, coordinate and schedule the allocation of the fields and facility for Category I - 3 uses.</p> <p>The primary responsibility of Camden County Schools' Athletic Director will be to oversee the athletic facilities of the schools and coordinate the</p>														

CAMDEN COUNTY BOARD OF COMMISSIONERS
Regular Meeting – August 3rd, 2015

<p>allocation of such with their respective principal and the County Parks and Recreation Coordinator. The primary responsibility of the Parks and Recreation Coordinator will be to oversee the County's park facilities and will coordinate with the School System's Athletic Director and principal. All applicable user groups will receive a copy of the Facilities Use Application and fee schedule. A copy will be posted on the Parks and Recreation Department website and a hard copy will be made available to any resident who requests one from the Parks and Recreation Department and/or at the school the request is being made. It is recognized that each group may further subdivide the time among its entry, conflicts among such teams and groups are not addressed by this policy. For uses other than Category 1 and 2, a formal application and permit are required signed by both the County Parks Director and the County's School's Athletic Director and Principal.</p> <p>B. Priority Assignment</p> <p>Priority of assignment within Category 3/4 permits will be granted equitably to applicants who have submitted all required information and paperwork on dates of assignment. Requests for the same facility at the same time will be scheduled on a first come/first serve basis.</p> <p>Certain field users maintain an "affiliation" with recognized organizations. Each recognized organization may determine whether it will provide fields from its allotted time to affiliated programs. Affiliated users may not gain a priority over other recognized organizations by virtue of such affiliation.</p> <p>Any assigned user must notify the Recreation Coordinator and/or Athletic Director of expected non-use of a particular athletic facility, or a particular time. Every effort should be made to do so at least seven (7) calendar days in advance. The non-use does not apply to weather cancellations.</p> <p>Notes Concerning Scheduling</p> <p>Scheduling assignments will be made based upon the categories established in section 8 above.</p> <p>C. Game Delays</p> <p>CCMS, CCMS and Camden youth sports activities are often subject to delays due to late arriving opponents and/or unexpected injuries. In such cases, use may extend beyond the normal time. Likewise, overtime and extra innings can require additional time. Other users take their starting time subject to CCMS, CCMS sports' right to complete their games.</p> <p>D. Makeup Schedule</p> <p>Under unusual circumstances, CCMS and CCMS sports, including makeup games, have the right to bump a previously scheduled activity. Every effort should be made to limit such site rescheduling. Other schools</p>	<p>system use (for example elementary school fairs, camps, intramurals, etc.) are known well in advance and have priority provided at least 30 days notice is given of the event. Parks and Recreation Director and Athletic Director will make every effort to notify affected users as soon as possible of all cancellations.</p> <p>E. Field Closings Due to Weather</p> <p>All users of athletic fields are subject to the determination of field playing conditions on a daily basis. The school system Athletic Director will make all decisions concerning CCMS and CCMS athletic events. For all other user groups, determination is made on week-days of 2 pm by the Recreation Coordinator, or his designee, for both Camden County and SOE fields. The Recreation Coordinator will consult with the school system Athletic Director or principal concerning the impact upon CCMS and CCMS athletics and any special consideration to be given. Generally, all users are subject to the same standard for closure. Nevertheless, determination will be made on a field-by-field basis, as well as a user-by-user basis where conditions are such that some fields may be playable while others are not, and some users may do less damage by use than others. At late times and weekends, each organization is required to close its fields if injury may result to participants or if damage to the playing surface, affecting not only its continued use by the user but also use by others in the season and in the following season, will occur. If in doubt, the field will be closed. Users must notify the Recreation Coordinator or designee, if they have closed the field to other users, questioning whether to close their fields, can be so advised.</p> <p>F. Athletic Camps/Clinics</p> <p>This category will include instructional activities that extend beyond one day and for which a separate fee or tuition is charged. Camps must be open to all youth regardless of skill level. Sports camps will be limited to one week (five days) duration for any given age group or similar category (gender, ability, etc.). Camps may be scheduled at Camden County and SOE facilities. All sports camps are limited to two camps per organization each year. Organizations may only conduct programs within their sport. All camps, no matter on which facility, must be scheduled through the Parks and Recreation Director and comply with facility owners' other requirements. This regulation only applies to non-school sponsored activities.</p> <p>G. Special Events</p> <p>Every effort should be made to accommodate such events (for example sports tournaments, parades, fireworks, festivals, fairs, etc.) no matter what priority is assigned. Exceptions to stated policy may be granted for such special events.</p>
<p>VI. Field Modification</p> <p>Modifications are prohibited unless expressly authorized in writing by the owner. Any substantial proposed changes to fields or parks should be submitted to the school system's Athletic Director, principal and Parks and Recreation Director to consider the impact upon facility use. These requested changes, along with a recommendation, will then be forwarded to the BOE, and/or BOC for consideration.</p> <p>This would include the development of active recreation areas from property not currently used for this purpose. It would include the installation of benches, structures, scoreboards, permanent stands and permanent lighting.</p> <p>It would not include the replacement of any current structure (on old backstop with a new one of roughly the same size) or the repair or replacement of existing fencing. These types of items will be the responsibility of the Recreation Coordinator, Athletic Director, or a designee.</p> <p>The placement location of all movable items (portable stands, partitions, soccer goals, batting cages, blocking duds, temporary fencing, etc.) will be the responsibility of the Recreation Coordinator, Athletic Director, or a designee. They may delegate sections authority to co-sponsored organizations regarding the management of these items.</p> <p>VII. Facility Use Rules and Regulations</p> <p>A. Use of any active recreation area by a group of more than ten (10) participants is authorized by permit only.</p> <p>B. Please have a copy of the permit with you at all times while on the field or at the facility.</p> <p>C. User groups may not give their permitted time to another group. All changes must be made through the Recreation Coordinator, Athletic Director, or a designee.</p> <p>D. Use of alcoholic beverages or controlled substances of any kind, use of profane, loud, threatening, insulting, indecent and obscene language is prohibited.</p> <p>E. Any user who abuses the field/facilities that have the privilege revoked, pay for any damages and/or fees incurred and may have future requests denied. The field/facilities will be carefully monitored for proper usage.</p> <p>F. The Parks and Recreation Coordinator, Athletic Director, School administrator reserves the right to cancel or restrict the use of fields and facilities by any user group should we determine it is in the best interest of the county, schools, citizens of the county, or our fields and facilities.</p>	<p>G. Use of amplifiers for music, announcements or otherwise is not permitted to be unreasonably loud. The limit to such volume must be so that it is barely audible 30 yards from the limits of the playing area. No loudspeaker use is permitted before 8:00 a.m.</p> <p>H. Athletic field/facilities may not be used before 8:00 a.m., or after dusk, except where lights are utilized. Practices and games should be scheduled to end by 10:00 pm with the lights to be turned off as soon as clean up and pick up of participants allow.</p> <p>I. Use of portable lighting by any group shall require an on-site meeting of the beginning of every season to determine the placement of the portable lights. Those locations shall be recorded by the Parks and Recreation Coordinator and the user group. It will be the User Group responsibility to ensure the lights are maintained in the correct locations. Every effort must be made that the lights used will only light the playing surface and not exceed the field area.</p> <p>J. All trash must be placed in proper receptacles. Users are expected to leave the facility in the same condition in which it was found, or better.</p> <p>K. Only temporary signs or banners may be posted during events and must be removed at the conclusion of the use of the facility.</p> <p>L. No one shall drive a motorized vehicle of any kind onto recreational fields.</p> <p>M. Parking is allowed in designated areas only. It is the responsibility of the user group to enforce all parking regulations and to make sure vehicles are parked properly.</p> <p>N. No concession privilege will be extended by virtue of facility use. Concession privileges must have the approval of the Parks and Recreation Coordinator and Athletic Director.</p> <p>O. There will be no open fires on Camden County and SOE property.</p> <p>P. Warm ups for the next scheduled event must be performed so as not to interfere with existing event and so as not to endanger the welfare of all participants, spectators and facilities.</p> <p>Q. All managers, coaches, or persons in charge of a group using the field will be responsible for the conduct of all participants, spectators and others connected with the activity, including visiting teams and opponents. It is the responsibility of the user group to inform all parents, spectators, and coaches of the field/facility rules.</p> <p>R. In the event of problems with the equipment or facilities, the Recreation Coordinator, and/or Athletic Director, or designees must be contacted immediately.</p> <p>S. No public urination or defecation. Any user group that desires a "port-a-potty" at a site must gain approval from the Park and</p>
<p>Recreation/Athletic Director for F. They will also be responsible for the site location and spacing of the facility if appropriate.</p> <p>I. Clothes must be changed in rest rooms and/or locker rooms only.</p> <p>J. No first aid or medical supplies are available at fields; they should be provided by the user group. The user must have communication for emergency situations or law enforcement.</p> <p>K. No animals except those which are trained to assist the disabled will be allowed on or inside Camden County and SOE property.</p> <p>VIII. Memorandum Renewal/Amendment</p> <p>This memorandum of understanding will be renewed annually at the joint meeting between the Camden County Board of Education and Camden County Board of Commissioners. If either party wishes to change this policy they must give written notification to the other party 30 days prior to this date. Amendments to this memorandum require written approval by both parties.</p> <p> Date: 8-14-2015 F. Michael Mauldin, Chair Camden County Board of Commissioners</p> <p> Date: 8/12/15 Christian Overton, Chair Camden County Board of Education</p> <p> Date: 8/17/15 Melvin Hawkins Superintendent of Schools</p> <p> Date: 8/17/15 Michael B. Bantshaw County Manager</p>	<p> Date: 8/17/15 Dan Long County Manager</p>

Commissioner's Report

Chairman McLain mentioned the following items of interest:

- TarWheel is in April

County Manager's Report

County Manager Mike Renshaw had the following items to report:

- ECSU Color Run

Recess Commissioner's Meeting

*SOUTH CAMDEN WATER & SEWER DISTRICT
 BOARD OF DIRECTORS*

Call to Order

Public Comments – None

Consideration of Agenda

Commissioner Garry Meiggs made a motion to accept the agenda as presented. The motion passed 4-0 with Chairman Michael McLain, Commissioners Tom White, Garry Meiggs and Clayton Riggs voting aye; no Commissioner voting no; Vice Chairwoman Sandra Duckwall absent; and no Commissioner not voting.

New Business - A. Monthly Update to the Board

South Camden Water & Sewer Board
 Monthly Work Order Statistics Report
 Period: July 2015

	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
Water	150	150	100%	0
Collection/Distribution				
Sewer	11	11	100%	0

Locations:

Water Line: 72

Sewer Line: 20

Water & Sewer, same ticket: 2

Public Works Director Notes/Comments:

Ten work orders were checked for accuracy.

The new distribution/ collection position has been filed; Joshua Gonhan is scheduled to start work on August 11th.

The R/O water treatment had breakdown with the emergency power generator. The generator is the original unit installed in 2002. The radiator was starting to leak on the generator. Staff called Bay Diesel

Commissioner Clayton Riggs made a motion to approve the SCWSD Monthly Report as presented. The motion passed 4-0 with Chairman Michael McLain, Commissioners Tom White, Garry Meiggs and Clayton Riggs voting aye; no Commissioner voting no; Vice Chairwoman Sandra Duckwall absent; and no Commissioner not voting.

Reconvene Commissioner's Meeting

Information from Board and Staff

The following items were provided to the Board for their information, and a copy of these items is maintained in the Clerk's office.

- A. *Library Monthly Report - July*
 - B. *Library Annual Report – FY 14-15*
 - C. *Industrial Commission*
-
-

Meeting Adjourned

At 7:56 PM, Chairman Michael McLain asked if there were any other matters to come before the Board of Commissioners, hearing none, and by acclamation the meeting was adjourned.



ATTEST

Angela Wooten

Angela L. Wooten
Clerk to the Board

M. McLain

Chairman Michael McLain
Camden County Board of Commissioners