

*Camden County Board of Commissioners  
Regular Meeting  
November 2nd, 2015  
7:00 P.M.  
Historic Courtroom, Courthouse Complex  
Camden, North Carolina*

**MINUTES**

*The regular meeting of the Camden County Board of Commissioners was held on November 2nd, 2015 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:*

*Chairman P. Michael McLain, Vice Chairwoman Sandra Duckwall,  
Commissioners Garry Meiggs, Clayton Riggs and Tom White;*

*Also attending were County Manager Michael Renshaw, County Attorney John Morrison and Clerk to the Board Angela L. Wooten. Present for purposes of making a presentation(s) or providing supporting information for agenda items were the following persons: Planning Director Dan Porter, Finance Officer Stephanie Humphries, Zoning and Permit Officer Dave Parks, HR Manager Stephanie Jackson, Tax Administrator Lisa Anderson and Public Works Director David Credle.*

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

*Chairman McLain called to order the November 2nd, 2015 meeting of the Camden County Board of Commissioners at 7:00 PM.*

**Invocation and Pledge of Allegiance**

*Commissioner Garry Meiggs gave the invocation and led those present in the Pledge of Allegiance.*

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**Public Comments**

*Christie Hall of 137 Pudding Ridge Road in South Mills came before the board with the following comments:*

- She would like to request that the Public Hearing for the proposed Green Meadows Special Use Permit be held during the December 7<sup>th</sup>, 2015 Board of Commissioners meeting.*
- If the Board approves the proposed public hearing date of November 16<sup>th</sup>, 2015 that only leaves 12 days until the hearing.*
- Many residents will need to make arrangements for Child Care, Senior Care, and transportation and/or adjust their work schedules to attend the hearing.*

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**Consideration of Agenda**

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

*Commissioner Garry Meiggs made a motion to approve the agenda as presented. The motion passed 5-0 with Chairman Michael McLain, Vice Chairwoman Sandra Duckwall, Commissioners Tom White, Garry Meiggs and Clayton Riggs voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.*

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### **Presentations**

#### ***Item 3.A - NCACC Annual Safety Award***

*The NCACC Director of Risk Management Pools Michael Kelly came to the Board to present an award to Camden for having the least amount of Workers Compensation claims for Small Counties.*

#### ***Item 3.B - Gwen Westcott – Senior Tar heel***

*Camden County's Senior Heel Delegate Gwen Westcott came before the board to provide Senior Tar Heel updates.*

- *Warns seniors to carefully read their insurance policies and have their power of attorney review it regularly.*
- *Keep a flashlight in every room*
- *The key to the Fountain of Youth is to exercise 30 minutes a day.*

#### ***Item 3.C - Kim Parrish - SPCA***

*Kim Parrish from the SPCA comes to the board to provide updates concerning the new SPCA animal shelter.*

- *The new SPCA Animal Shelter should be open by June 2016 and is located at 102 Enterprise Dr. in Elizabeth City, NC.*
  - *Camden Rabies Clinic completed 96 vaccinations.*
  - *Animal adoption process includes an extensive application process.*
  - *All animals will have all vaccinations, a micro-chip and must be spayed and neutered before being adopted.*
  - *Help support your SPCA buy purchasing a \$50.00 brick in dedication of a family member or favorite pet.*
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### **Old Business**

#### ***Item 4.A - Storm Water Drainage Design Manual***

*Planning Director Dan Porter advises the board that the Public Hearing was held October 5<sup>th</sup>, 2015 and now he is presenting the manual for adoption by the board.*

*Commissioner Tom White made a motion to adopted the Storm Water Drainage Design Manual The motion passed 5-0 with Chairman Michael McLain, Vice Chairwoman Sandra Duckwall, Commissioners Tom White, Garry Meiggs and Clayton Riggs voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.*

**New Business**

***Item 5.A - Monthly Tax Report***

*Tax Administrator Lisa Anderson presented the Monthly Tax Report for September 2015.*

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

<b>YEAR--</b>	<b>REAL PROPERTY</b>	<b>PERSONAL PROPERTY</b>
2014	161,140.93	7,263.61
2013	62,561.19	10,159.56
2012	28,839.10	12,720.13
2011	16,531.99	9,990.02
2010	16,619.18	6,416.37
2009	6,999.62	6,061.83
2008	6,133.35	6,252.36
2007	6,056.33	9,594.66
2006	1,996.46	14,453.25
2005	1,690.71	26,367.95
<b>TOTAL REAL PROPERTY TAX UNCOLLECTED</b>		<b>308,568.86</b>
<b>TOTAL PERSONAL PROPERTY UNCOLLECTED</b>		<b>109,279.74</b>
<b>TEN YEAR PERCENTAGE COLLECTION RATE</b>		<b>99.38%</b>
<b>COLLECTION FOR 2015 VS. 2014</b>		<b>15,756.45 VS. 17,961.83</b>

**LAST 3 YEARS PERCENTAGE COLLECTION RATE**

2014	97.52%
2013	98.96%
2012	99.42%

*The County Manager Mike Renshaw advised the board of the new Tax Policy and Procedures Committee and the need of two commissioners. This committee will review and update the Camden County Tax policy and Procedures Manual.*

*Commissioners Tom white and Clayton Riggs volunteered themselves to service on this committee.*

*Vice Chair Sandra Duckwall made a motion to approve the monthly tax report as presented. The motion passed 5-0 with Chairman Michael McLain, Vice Chairwoman Sandra Duckwall, Commissioners Tom White, Garry Meiggs and Clayton Riggs voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.*

***Item 5.B - WWII Coastwise Mariners***

*On April 20th, 2015 the board approved Resolution No. 2015-04-03 in support of an alternative method of recognition for veteran status to WWII coastwise merchant mariners.*

*Mr. Don Horton comes to the board presenting the status of this issue and requests the board again support recognition of the WW II coastwise (barge & tugboat) merchant mariners by letter of support.*

*Commissioner Garry Meiggs made a motion to direct staff to draft a letter of support. The motion passed 5-0 with Chairman Michael McLain, Vice Chairwoman Sandra Duckwall, Commissioners Tom White, Garry Meiggs and Clayton Riggs voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.*

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***Item 5.C - Amendment to approved Ordinance No. 2015-06-03 – Proposed amendments to Chapter 151 (Unified Development Ordinance) of the Camden County Code Ordinances***

*Planning Director Dan Porter advises that in his discussions with John Gerber (State NFIP Coordinator) (email attached) we have identified additional language and modified what was approved to the articles dealing with Floodplain Management.*

*In speaking with County Attorney, he stated that since the approved ordinance has not been codified into the Code of Ordinances that it could be brought back to the Commission as an amendment to the approved ordinance.*

*Mandy Todd (State Community Rating System (CRS) Specialist) will be visiting Camden on November 13, 2015 to go over Camden's request to become part of the Community Rating System.*

*Amendment to  
 Ordinance No. 2015-06-03*

*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 December 15, 1997, and subsequently amended and as otherwise incorporated into the Camden County Code.*

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Article II. Construction

For purposes of this Ordinance, 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 (*italics*) and underlined.

Article III. Amend Chapter 151 as amended of the Camden County Code which shall read as follows:

CHAPTER 151: UNIFIED DEVELOPMENT

§ 151.347 SPECIFIC STANDARDS.

(V) The following standards shall apply to all solar farms located in Camden County:

- (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 foot 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 25 feet.
- (5) The solar farm shall conform to the NAICS 22119 description of a ground mounted solar powered energy system.
- (6) The solar farm shall have 12 months to complete decommissioning of the solar facility if no electricity is generated for a continuous period of 12 months. For purposes of this section, this 12-month period shall not include delay resulting from force majeure.
- (7) The County shall periodically request 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.
- (8) Decommissioning shall include removal of solar panels, buildings, cabling, electrical components, roads, and any other associated facilities down to 36 inches below grade.
- (9) Applicant shall provide prior to approval of building permits, an irrevocable letter of credit in favor of the county in an amount equal to the estimated removal cost of the solar facility, less the salvage value of the equipment, which shall be issued by a federally chartered bank with a branch office in northeastern North Carolina at which the letter of credit may be drawn and paid in full in immediately available funds in the event the solar facility owner fails to decommission the solar facility pursuant to the requirements of this section. The estimated cost of removal shall be updated every five  
(5) years from date of approval for solar farm.
- (10) Disturbed earth shall be graded and re-seeded, unless the landowner requests in writing that the access roads or other land surface areas not be restored.
- (6 11) Solar farms located within FEMA's 100 year flood shall elevate all electrical connections one foot above the base flood elevation (BFE).
- (7 12) All collectors shall be surrounded by a lockable minimum height six foot fence.

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§ 151.380 FLOOD DAMAGE PREVENTION.

§ 151.382 GENERAL PROVISIONS.

(A) *Lands to which this subchapter applies. This subchapter shall apply to all special flood hazard areas within the county.*

~~(B) *Basis for establishing the special flood hazard areas. The special flood hazard areas are those identified by the Federal Emergency Management Agency (FEMA) or produced under the Cooperating Technical State (CTS) agreement between the State of North Carolina and FEMA in its Flood Hazard Boundary Map (FHBM) or Flood Insurance Study (FIS) and its accompanying flood maps such as the Flood Insurance Rate Map(s) (FIRM) and/or the Flood Boundary Floodway Map(s) (FBFM), for Camden County dated October 5, 2004, which, with accompanying supporting data, and any revision thereto, including letters of map amendment or revision, 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 analysis for private developments or by governmental agencies, but which have not yet been incorporated in the FIRM. This includes, but is not limited to:*~~

~~(1) *Detailed flood data generated as a requirement of § 151.383 of this subchapter;*~~

~~(2) *Preliminary FIRMs where more stringent than the effective FIRM;* or~~

~~(3) *Post-disaster flood recovery maps.*~~

(B) *The Special Flood Hazard Areas are those identified under the Cooperating Technical State (CTS) agreement between the State of North Carolina and FEMA in its FIS dated October 5, 2004 for Camden County and associated DFIRM panels, including any digital data developed as part of the Flood Insurance Study, which are adopted by reference and declared a part of this ordinance. Future revisions to the FIS and DFIRM panels that do not change flood hazard data within the jurisdictional authority of Camden County are also adopted by reference and declared a part of this ordinance.*

(C) *Establishment of Floodplain Development Permit. 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).*

§ 151.383 ADMINISTRATION.

(F) *Corrective procedures.*

(3) *Order to take corrective action. If, upon a hearing held pursuant to the notice prescribed above, the Floodplain Administrator shall find that the building or development is in violation of the Flood Damage Prevention Ordinance, he or she shall issue an order in writing to the owner, requiring the owner to remedy the violation within a specified time period, not less to exceed than 60 days. Where the Floodplain Administrator finds that there is imminent danger to life or other property, he or she may order that corrective action be taken in such lesser period as may be feasible.*

§ 151.384 GENERAL STANDARDS.

(A) *In all Special Flood Hazard Areas the following provisions are required:*

(1) *All new construction and substantial improvements shall be anchored to prevent flotation, collapse, or lateral movement of the structure.*

(2) *All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.*

(3) *All new construction or substantial improvements shall be constructed by methods and practices that minimize flood damages.*

(4) *Electrical, heating, ventilation, plumbing, air conditioning equipment, and other service facilities shall be designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding. These include but are not limited to HVAC equipment, water softener units, bath/kitchen fixtures, ductwork, electric meter panels/boxes, utility/cable boxes, appliances (i.e., washers, dryers, refrigerator, etc.), hot water heaters, electric outlets/switches.*

(B) *Specific standards. In all Special Flood Hazard Areas where Base Flood Elevation (BFE) data has been provided, as set forth in § 151.382(B), or § 151.383, the following provisions are required:*

(1) *Residential construction. 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) *Non-residential construction. 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 impermeable 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) *Manufactured homes.*

(a) *New or replacement manufactured homes shall be elevated so that 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 revision thereto adopted by the Commissioner of Insurance pursuant to G.S. § 143-143.15 or a certified 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.*

(c) *All foundation enclosures or skirting shall be in accordance with § 151.383(B)(4).*

(d) *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) *Elevated buildings. Enclosed areas, of new construction or substantially improved structures, which are below the regulatory flood protection.*

(a) *Shall not be designed or used for human habitation, but shall only be designed and used for parking of vehicles, building access, or limited storage of*

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*maintenance equipment used in connection with the premises. Access to the enclosed area shall be the minimum necessary to allow for parking of vehicles (garage door) or limited storage of maintenance equipment (standard exterior 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 to enclose 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:*

*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 directly;*

*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.*

*6. Foundation enclosures:*

*a. Made of vinyl or other flexible skirting are not considered an enclosure for regulatory purposes, and, therefore, does not require openings.*

*b. Made of masonry or wood underpinning, regardless of structural status, are considered an enclosure and therefore require openings as outlined above.*

*(5) Additions/improvements.*

*(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:*

*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.*

*2. Are a substantial improvement, both the existing structure and the addition and/or improvements must comply with the standards for new construction.*

*(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.*

*(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:*

*1. Are not a substantial improvement, the addition and/or improvements only must comply with the standards for new construction.*



2. Are a substantial improvement, both the existing structure and the addition and/or improvements must comply with the standards for new construction.

(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.

(6) Recreational vehicles. Recreational vehicles placed on sites within a Special Flood Hazard Area shall either:

(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

(b) Meet all the requirements for new construction, including anchoring and elevation requirements of § 151.383(B) and § 151.384(A) and (B)(3).

(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:

(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;

(b) The name, address, and phone number of the individual responsible for the removal of the temporary structure;

(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);

(d) A copy of the contract or other suitable instrument with a trucking company to insure the availability of removal equipment when needed; and

(e) Designation, accompanied by documentation of a location outside the Special Flood Hazard Area, to which the temporary structure will be moved.

(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:

(a) Accessory structures shall not be used for human habitation (including work, sleeping, living, cooking or restroom areas) and shall not be temperature controlled;

(b) Accessory structures shall be designed to have low flood damage potential;

(c) Accessory structures shall be constructed and placed on the building site so as to offer the minimum resistance to the flow of floodwaters;

(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

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(e) ~~All service facilities such as electrical and heating equipment shall be installed in accordance with § 151.384(A)(4); and~~

(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).~~

(g) ~~An accessory structure with a footprint less than 150 square feet that satisfies the criteria outlined above, 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).~~

(e) Accessory structures over 150 square feet and up to 1000 square feet or less with a value of less than \$15K may be permitted below the base flood elevation as defined in §151.600 (Definitions) provided they satisfy the criteria outlined above.

(f) Accessory structures greater than 1000 square feet shall meet the elevation requirements as defined in §151.600 (Definitions) or flood proofing requirements set for the in §151.383(B)(3).

Adopted by the Board of Commissioners for the County of Camden this 3<sup>rd</sup> day of August, 2015.

Commissioner Clayton Riggs made a motion to re-approve Ordinance No. 2015-06-03 with additional amendments. The motion passed 5-0 with Chairman Michael McLain, Vice Chairwoman Sandra Duckwall, Commissioners Tom White, Garry Meiggs and Clayton Riggs voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.

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***Item 5.D - Personnel Policy Changes***

Human Resources Specialist Stephanie Jackson presented the recommended changes to the Camden County Personnel Policy as proposed by the Personnel Committee Meeting which was held on October 8th. Committee members consisted of Vice Chairman Duckwall, Commissioner Riggs, HR Specialist Stephanie Jackson and the County Manager Mike Renshaw.

The County Attorney John Morrison has reviewed and approves of the recommended revisions.

- (a) *The changes to Article VI. Conditions of Employment as proposed to specify the spouse, sibling, child or parent.*
- (b) *The changes to Article XI. Grievance Procedure and Adverse Action Appeal to add an appeal process after County Manager decision and to add a step for department heads to follow.*

After much discussion the board directed staff to amend the language of the proposed changes to Article XI Grievance Procedure and Adverse Action and present both Articles VI and XI to the board in a future meeting for approval.

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**Board Appointments**

***Item 6.A - Adult Care Home Community Advisory Committee***

*Staff has received a request to reappoint Ruth White and Jasmine White to the following two members to serve the Camden County Community Advisory Committee for an additional 2 year term.*

*Commissioner Tom White made a motion to reappoint re-appoint Ruth White and Jasmine White to serve the Camden County Adult Care Home Community Advisory Committee for an additional 2 year term to expire 10/28/2017. The motion passed 5-0 with Chairman Michael McLain, Vice Chairwoman Sandra Duckwall, Commissioners Tom White, Garry Meiggs and Clayton Riggs voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.*

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**Consent Agenda**

*Vice Chair Sandra Duckwall made a motion to amend the Consent Agenda by removing Item 7.G - Set Public Hearing – Special Use Permit Preliminary Plat Green Meadows – 9 lot Major Subdivision (UDO 2013-10-01) from the Consent Agenda and place in Other Business as Item 11.A - Set Public Hearing – Special Use Permit Preliminary Plat Green Meadows – 9 lot Major Subdivision (UDO 2013-10-01) for discussion. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.*

*Commissioner Garry Meiggs made a motion to approve the consent agenda as amended. The motion passed 5-0 with Chairman Michael McLain, Vice Chairwoman Sandra Duckwall, Commissioners Tom White, Garry Meiggs and Clayton Riggs voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.*

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***Item 7.A - Draft Minutes – September 8th, 2015***

*A copy of the draft minutes are kept on file in the Clerk's office.*

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***Item 7.B - Budget Amendments – BA007***

*This Budget Amendment is made to remit 10% retainage and final invoice for 2015 Revaluation.*

ACCT NUMBER	DESCRIPTION OF ACCT	INCREASE	DECREASE
<b>Expenses</b>			
704200-545000	Contracted Services	\$36,748.13	
704200-599900	Fund Reserves		\$36,748.13

*This will result in a decrease of \$0 in the Contingency of the General Fund.*

*Balance in Contingency \$40,000.00*

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**Item 7.C - Tax Collection Report**

<b>Tax Collection Report</b>				
<b>September 2015</b>				
<b>Day</b>	<b>Amount</b>	<b>Amount</b>	<b>Name of Account</b>	<b>Deposits</b>
1	507.00			507.00
2	2,697.18			2,697.18
3	6,394.05		\$1,428.68 -Refund	6,394.05
4	1,904.94		\$0.62 -Refund	1,904.94
8	17,752.16		\$ 28.37-Refund / \$.04-Over	17,752.16
9	26,979.09		\$76.99 -Refund	26,979.09
10	243.00			
	26,423.21	14,108.61		40,531.82
11	15,634.76	29,648.46		
	14,126.15			59,409.37
14	15,018.24	19,398.93		
	30,099.12	38,731.54		
	9,701.21		\$10.00-Short	112,949.04
15	16,143.27	21,252.75		
	10,437.67		\$417.32-Refund/\$1.00 -Short	47,833.69
16	17,785.94	19,084.14		
	21,702.42			58,572.50
17	16,293.44	26,519.06		42,812.50
18	34,175.39	21,588.04	\$2.27 -Refund	55,763.43
21	22,516.56	40,723.75		
	33,800.70		\$0.36 -Refund	97,041.01
22	28,736.60	6,462.48	\$267.00 -Refund	35,199.08
23	28,247.95	9,827.84		38,075.79
24	30,965.53	8,140.34		39,105.87
25	1,783.50			
	25,930.35	6,367.73		32,298.08
28	24,446.92	20,916.08		
	15,336.41			60,699.41
29	12,733.64			12,733.64
30	18,009.90	7,817.37		25,827.27
	290.37			
	6,059.97			6,059.97
	\$532,876.64	\$290,587.12		\$821,146.89
				\$823,463.76
	\$823,463.76			
	-\$2,221.61	Refund		
	-\$0.04	Over		
	\$11.00	Shortage		
	0.00			
	\$821,253.11			

**Item 7.D - Tax Refunds, Pickups, & Releases**

<b>Refunds</b>	<b>Remit To</b>	<b>Reference</b>	<b>Drawer/Transaction Info</b>
\$113.64	BUCCHINO, MATTHEW	2015 R 01-7997-00-85-1120.0000	20150915 1 220292
\$267.00	FIDELITY NATIONAL TITLE AGENCY	2015 R 01-7080-00-73-3233.0000	20150922 1 220704
\$303.61	ROBERTSON, PAULINE	2015 R 01-7090-00-39-4356.0000	20150915 1 220396
\$701.99	WFG LENDER SERVICES, LLC	2015 R 03-8953-04-50-5032.0000	20151015 1 221478
<b>\$1,386.24</b>	<b>Total Refunds</b>		

<i>NAME</i>	<i>REASON</i>	<i>TYPE NO.</i>
<i>Tracy Swain</i>	<i>\$3,422.67 Roil back tax</i>	<i>Pick/Up-18119 Multiple-2012-2015</i>
<i>Jesse Grumbles</i>	<i>\$136.55 Mobile home removed</i>	<i>Pick/Up-18137 R-90418-15</i>
<i>Danson's Grant Homeowners' Association</i>	<i>\$240.49 Adjustment- value correction as per Bob of Pearson Appraisal</i>	<i>Pick/Up-18118 R-90040-15</i>
<i>Danson's Grant Homeowners' Association</i>	<i>\$132.64 Adjustment- value correction as Bob of Pearson Appraisal</i>	<i>Pick/Up-18117 R-90041-15</i>
<i>Gilbert Wayne Overton</i>	<i>\$192.66 Turned plates</i>	<i>Pick/Up-18101 R-93303-15</i>
<i>Clarence M. Richardson, Jr.</i>	<i>\$151.19 Adjustment - value correction</i>	<i>Pick/Up-18100 R-88879-15</i>

**Item 7.E - Tax Authorization to Collect (December Renewals)**

STATE OF NORTH CAROLINA  
COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County December Ren. Due 01/15/16  
(NEW SYSTEM)

*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.*

<i>SOUTH MILLS</i>	<i>COURTHOUSE</i>	<i>SHILOH</i>	<i>TOTAL</i>
<i>12,324.81</i>	<i>18,047.93</i>	<i>9,790.11</i>	<i>40,162.85</i>

**Item 7.F - Set Public Hearing: Ordinance No. 2015-10-01 - Proposed amendments to Chapter 151 (Unified Development Ordinance) of the Camden County Code Ordinances**

*New state law prohibits the placement of Design Standards (Article 151.069) on single family dwellings and modular homes.*

*With the possible adoption of Camden's Drainage Manual some of the requirements exceed those stated in the Unified Development Ordinance. The proposed amendment's addresses those requirements and clarifies existing language in the Unified Development Ordinance.*

*Set public hearing for November 16, 2015.*

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***Item 7.G - Set Public Hearing – Special Use Permit Preliminary Plat Green Meadows – 9 lot Major Subdivision (UDO 2013-08-04)***

*Removed*

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***Item 7.H - Surplus Property – Sherriff's***

*Sheriff's office has two vehicles and a safe to surplus. Two vehicles are requested to be posted on Gov Deals. The safe is being requested to do an exchange for ammunition of equal value. Descriptions are attached.*

***SHERIFF'S OFFICE***

*Item: 2006 FORD EXPEDITION SPECIAL SERVICE VEHICLE  
 Disposal Method: SELL  
 Suggested Value: 5,000  
 Reason for surplus: REMOVED FROM FLEET*

***SHERIFF'S OFFICE***

*Item: 2007 DODGE CHARGER POLICE VEHICLE  
 Disposal Method: SELL  
 Suggested Value: 2,500  
 Reason for surplus: REMOVED FROM FLEET*

***SHERIFF'S OFFICE***

*Item: CANNON WIDE BODY 64 GUN SAFE  
 Disposal Method: SELL  
 Suggested Value: 500  
 Reason for surplus: NOT NEEDED*

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***Item 7.I - Surplus Property – Maintenance***

*Fleet vehicle has been wrecked and totaled by the insurance company. Gov Deals auction is requested.*

***MAINTENANCE OFFICE***

*Item: 2010 CHEVY MALIBU  
 Disposal Method: GOV DEALS  
 Suggested Value: 3,000  
 Reason for surplus: WRECKED*

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***Item 7.J - Surplus Property – Extension***

*Extension Director requests to surplus two out of date monitors and one CPU.*

***EXTENSION***

*Item: DELL MONITOR AND TOWER  
 Disposal Method:*

*Suggested Value:*

*Reason for surplus: Using state leased computers*

**EXTENSION**

*Item: Acer Monitor*

*Disposal Method:*

*Suggested Value:*

*Reason for surplus: Using state leased computers*

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**Commissioner's Report**

*Commissioner Garry Meiggs mentioned the following items of interest:*

- *Albemarle Regional Health Services is moving along and he is looking forward to things to come.*

*Chairman Michael McLain mentioned the following items of interest:*

- *ABC Audit is included in this board packet*
- *The Trillium board gave themselves health Insurance for life and he would like to send a resolution opposing it.*
  - *After some discussion, the consensus of the board was to get all the facts first.*
- *The Red Cross is giving out free Smoke Detectors*
- *Medicare open enrollment is in process.*
  - *The Senior Center and the Extension Office are certified to assist in helping people find the plan that is right for you.*
  - *IRS Scam – The IRS calls no one.*

*Commissioner Clayton Riggs mentioned the following items of interest:*

- *Attended the "Darkness to Light" child sex abuse training and points out that there is a link on the home page of the Camden County website for free training for everyone until the end of the year.*
  - *Commissioner Tom White urged all parents and grandparents to take the training.*

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**County Manager's Report**

*County Manager Mike Renshaw had the following items to report:*

- *New Hire - Ronda Mathews was hired as a county custodian*
  - *Ms. Mathews background info;*
  - *10 yrs. in the Coast Guard as the training manager for housekeeping*
  - *3 ½ yrs. in the Marine Corp as a police officer*
  - *3 ½ yrs. in the Jacksonville police department*
- *Golden Leaf Foundation - Open Grant*

- *Golden Leaf Vice President, Mr. Ted Lord confirmed the proposed Core Area WWTP Project meets the scope of the Open Grant and has invited the county to submit a “Letter of Inquiry”.*
- *The County submitted the “Letter of Inquiry” last week and hopes to hear from The Golden Leaf Foundation board in December if we have been invited to apply.*
- *The County’s application is requesting an award of \$200,000 for water and sewer infrastructure in the proposed core area WWTP.*

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***Recess Commissioner's Meeting***

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*Chairman McLain recessed the Board of Commissioner meeting to go into a meeting of the South Camden Water and Sewer District Board of Director.*

***SOUTH CAMDEN WATER & SEWER DISTRICT  
 BOARD OF DIRECTORS***

**SCWSD Call to Order**

*Chairman McLain called to order the November 2<sup>nd</sup>, 2015 meeting of the South Camden Water and Sewer District Board of Directors, at 8:05 PM.*

**SCWSD Public Comments**

*None*

**SCWSD Consideration of Agenda**

*Commissioner Tom White made a motion to accept the agenda as presented. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.*

**SCWSD Consent Agenda**

*Commissioner Tom White made a motion to approve the Consent Agenda as presented. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.*

**A. Draft Minutes – September 8<sup>th</sup>, 2015**

*A copy of the draft minutes is maintained in the Clerk’s office.*

**B. SCWSD – Monthly Report**

*Monthly Work Order Statistics Report  
 Period: October 2015*

	<i>Submitted</i>	<i>Completed</i>	<i>Percentage</i>	<i>Incomplete</i>
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CAMDEN COUNTY BOARD OF COMMISSIONERS  
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	<i>Work Orders</i>	<i>Work Orders</i>	<i>Completed</i>	<i>Work Orders</i>
<i>Water Collection/Distribution</i>	<i>182</i>	<i>182</i>	<i>100%</i>	<i>0</i>
<i>Sewer</i>	<i>7</i>	<i>7</i>	<i>100%</i>	<i>0</i>

*Water Line: 48*

*Sewer Line: 12*

*Water & Sewer, same ticket: 6*

*Public Works Director Notes/Comments: Ten work orders were reviewed to insure work was completed and documented correctly.*

**SCWSD New Business**

*A. South Mills Water Association Reimbursement Request*

*Public Works Director David Credle received a call in May from Mr. Freddie O'Neil, the property owner at 1401 North Hwy 343 stating he had a water leak caused by the sewer install. The Public works staff met at the property and after two hours of digging the leak was not found. The owner suggested if the county would dig the trench, he would install a new line. After getting this approved by the county manager, they dug the trench and the owner installed new water line.*

*South Mills Water association gave Mr. O'Neil a leak adjustment for the leak and has asked if the County would reimburse them for the leak.*

*Commissioner Clayton Riggs made a motion to approve the South Mills Water Association Reimbursement Request of \$218.12. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.*

**SCWSD Adjourn**

*Chairman Michael McLain asked if there were any other matters to come before the South Camden Water and Sewer District Board of Directors, hearing none, Chairman McLain adjourned the South Camden Water and Sewer District Board of Directors meeting and reconvened the Camden County Board of Commissioners Meeting at 8:17 PM.*

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***Reconvene Commissioner's Meeting***

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**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. FY 2014-2015 ABC Report*
- B. Camden Food Pantry*
- C. Camden Sales Tax Report*

CAMDEN COUNTY BOARD OF COMMISSIONERS  
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- D. North Carolina's September Employment Figures
- E. Trillium - Gov Board Packet 10-22-15
- F. Library Monthly Report - September
- G. Sheriff's Monthly Report - September
- H. Register of Deeds - September
- I. Albemarle RC&D Fall Newsletter

*Chairman Michael McLain mentions that in Item 6.C Camden Sales Tax Report there is a larger than normal sales tax collection.*

*Finance officer Stephanie Humphries advised that she spoke with the North Carolina Department of Revenue and that it was a collection from a large sales tax audit.*

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**Other Matters**

***Item 11.A - Set Public Hearing – Special Use Permit Preliminary Plat Green Meadows – 9 lot Major Subdivision (UDO 2013-10-01).***

*Vice Chair Sandra Duckwall would like to have a discussion about holding the public hearing on December 1<sup>st</sup> per the request heard during public comments from Christie Hall. She calls on Planning Director Dan Porter to come forward with any legal requirements as to holding a quasi-judicial hearing.*

*Planning Director Dan Porter comes forward with the following comments;*

- *The case has to be heard within a reasonable amount of time*
- *The planning board has 60 days to present it to the Board of Commissioners from the time they receive it*
- *Once the meeting date is set, it must be advertised, post it and send notice to the property owners within 100 ft.*
- *The hearing must be advertisement not less than 10 days or more than 25 days before the public hearing date*
- *Many of the residents attended the planning board meeting and*

*The County Attorney John Morrison advises the importance of understanding that this public hearing is a Quasi-Judicial hearing. Meaning it is a legal and not a political process and whether it is popular or unpopular is totally irrelevant. The board will have to make their decision based on sworn testimony.*

1. *Has the developer met the requirements of the Unified Development Ordinance?*
2. *Will the development present issues of public health safety and welfare?*
3. *Will the development devalue adjacent property?*

*As this property has already been rezoned, it is now a legal proceeding. Therefore, it is not permissible to contact the commissioners. They must base their decision on competent evidence heard only during the hearing. Those who oppose the development must have specific evidence that is relevant and not just an opinion based on dislike. Certain evidence will require expert opinion. The board must keep in mind that as the citizens have rights the developer also has rights.*

CAMDEN COUNTY BOARD OF COMMISSIONERS  
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*Vice Chair Sandra Duckwall made a motion to approve holding the Public Hearing for the Special Use Permit Preliminary Plat Green Meadows – 9 lot Major Subdivision (UDO 2013-10-01) Green Meadows on November 16<sup>th</sup>, 2015. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.*

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**Meeting Adjourned**


*At 8:25 PM, Chairman McLain asked if there were any other matters to come before the Board of Commissioners, hearing none, and by acclamation the meeting was adjourned.*



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Chairman P. Michael McLain  
Camden County Board of Commissioners

ATTEST:



Angela L. Wooten  
Clerk to the Board

