

CAMDEN COUNTY BOARD OF COMMISSIONERS
BOC - Regular Meeting – July 05, 2016

Camden County Board of Commissioners
BOC - Regular Meeting
July 5, 2016, 7:00 PM
Historic Courtroom, Courthouse Complex
Camden, North Carolina

MINUTES

The regular meeting of the Camden County Board of Commissioners was held on July 05, 2016 in the Historic Courtroom, Camden, North Carolina. The following Commissioners' were present:

WELCOME & CALL TO ORDER

Chairman Commissioner Michael McLain called the meeting to order at 7:00 PM.

Commissioners Present:

Attendee Name	Title	Status	Arrived
P. Michael McLain	Chairman	Present	
Sandra Duckwall	Commissioner	Present	
Garry Meiggs	Vice Chairman	Present	
Clayton Riggs	Commissioner	Present	
Tom White	Commissioner	Present	

Staff Present:

Attendee Name	Title	Status	Arrived
Michael Brillhart	County Manager	Present	
John Morrison	County Attorney	Present	
Angela Wooten	Clerk to the Board	Present	

Others Present

Attendee Name	Title	Status	Arrived
Lisa Anderson	Tax Administrator	Present	

INVOCATION & PLEDGE OF ALLEGIANCE

Chairman Michael McLain

1. PUBLIC COMMENTS

None

2. CONSIDERATION OF AGENDA

Accept the Agenda as presented.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Vice Chairman
AYES:	McLain, Duckwall, Meiggs, Riggs, White

3. PRESENTATIONS

None

4. OLD BUSINESS

None

5. PUBLIC HEARINGS

None

6. NEW BUSINESS

A. Camden County Code of Ordinances S-15 Supplement

ORDINANCE No. 2016-07-01

**ENACTING AND ADOPTING A SUPPLEMENT TO THE CODE OF ORDINANCES FOR
CAMDEN COUNTY, NC, AND DECLARING AN EMERGENCY**

WHEREAS, American Legal Publishing Corporation of Cincinnati, Ohio, has completed the 15th supplement to the Code of Ordinances of the Political Subdivision, which supplement contains all ordinances of a general and permanent nature enacted since the prior supplement to the Code of Ordinances of this Political Subdivision; and

WHEREAS, American Legal Publishing Corporation has recommended the revision or addition of certain sections of the Code of Ordinances which are based on or make reference to sections of the NC code; and

WHEREAS, it is the intent of the Legislative Authority to accept these updated sections in accordance with the changes of the law of the State of NC: and

WHEREAS, it is necessary to provide for the usual daily operation of the municipality and for the immediate preservation of the public peace, health, safety and general welfare of the municipality that this ordinance take effect at an early date;

NOW, THEREFORE, BE IT ORDAINED BY THE LEGISLATIVE AUTHORITY OF THE POLITICAL SUBDIVISION OF CAMDEN COUNTY:

Section 1 That the 14th supplement to the Code of Ordinances of the Political Subdivision as submitted by American Legal Publishing Corporation of Cincinnati, Ohio, and as attached hereto, be and the same is hereby adopted by reference as if set out in its entirety.

Section 2 Such supplement shall be deemed published as of the day of its adoption and approval by the Legislative Authority and the Clerk of the Political Subdivision is hereby authorized and ordered to insert such supplement into the copy of the Code of Ordinances kept on file in the Office of the Clerk.

Section 3 This ordinance is declared to be an emergency measure necessary for the immediate preservation of the peace, health, safety and general welfare of the people of this municipality, and shall take effect at the earliest date provided by law.

ADOPTED by the Legislative Authority of the Political Subdivision on this 5th day of July, 2016.

(SEAL)

Michael McLain, Chairman
Camden County Board of Commissioners

ATTEST:

Angela L. Wooten
Clerk to the Board

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County Manager Michael Brillhart described this agenda item:

- This is pages 4-100 of the Board Packet
- Ordinance 2015-06-01, recommended amendments to the code of ordinances regarding land usage.
- Also discusses emergency measures necessary for the immediate preservation of the peace, health, and safety of the citizens of Camden County NC, which goes along with and ties into land usage.
- Takes land development code and adds in some information to make clarifications regarding land usage and land development code
- Also has some strike-through of language (deletions)
- S-15 Supplement allows reader to see what is being proposed, some of the changes within the land usage, and these changes are recommended to be adopted that are in the ordinance 2015-07-01.
- Proposed changes to the Code of Ordinances have gone through the Planning & Zoning staff for review, and the Planning Board, and they are recommending the Board of Commissioners to either approve or deny the changes.

Commissioner Tom White made a motion to approve the S-15 Supplement as presented.

Commissioner Clayton Riggs asked about the number of pages the S-15 Supplement contained. County Manager Brillhart had stated in his description that the supplement was pages 4-100 of the Board packet, however Commissioner Riggs stated he did not see 96 pages regarding this in the Board packet.

County Manager Brillhart explained that there are pages that are being amended within the code, but they skip through certain pages between 4-100 because those pages contain no changes. Only those pages needing changes were included in the Commissioners copy of the Board Packet.

Chairman Commissioner Michael McLain observed that the changes have already been approved on previous dates by the Board of Commissioners.

County Attorney John Morrison added that the S-15 Supplement is just the formatting of the ordinances in question.

Chairman Commissioner Michael McLain asked if there was any further discussion regarding this item. Hearing none, he called for a vote on the motion made by Commissioner Tom White:

RESULT:	APPROVED AS PRESENTED [UNANIMOUS]
MOVER:	Tom White, Commissioner
AYES:	McLain, Duckwall, Meiggs, Riggs, White

B. Monthly Tax Report - May 2016

Tax Administrator Lisa Anderson gave the monthly tax report for May 2016, noting the following:

-
- First page of the report is the 2006-2015 delinquencies for real property and personal property
- The 10 year collection percentage is 99.33%
- Collection Rate % for the last 3 years:
 - 2015 - 96.88%
 - 2014 - 98.73%
 - 2013 - 99.42%
- Efforts at Collection for the month ending May 31, 2016:
 - 333 Delinquency notices sent
 - 5 Wage garnishments

- 11 Bank garnishments
- Unpaid & oldest real property and personal property, noted the following:
 - Top 30 Unpaid:
 - Halstead Venture Partners, LLC of Camden NC has sold the Marina & the taxes were paid on 6-20-16
 - Drachma, Inc & Simson Baai, LLC of Shiloh NC was marked "will be paid 6-28-16". As of the date of this meeting, this has been paid.

County Attorney John Morrison noted that Drachma Inc's property went to a tax foreclosure sale, and the county secured enough funds to pay the taxes.

Chairman Commissioner Michael McLain asked if the Board had any questions for the Tax Administrator. Hearing none, he entertained a motion to approve the Tax Report.

RESULT: **APPROVED AS PRESENTED [UNANIMOUS]**
MOVER: Garry Meiggs, Vice Chairman
AYES: McLain, Duckwall, Meiggs, Riggs, White

7. CONSENT AGENDA

Chairman Commissioner Michael McLain asked for one modification to the Consent Agenda:

- Item G - Voting Delegate Form - Before the form can be sent off, a name must be placed on the form to designate who the delegate to the NCACC will be
- Form can be left on the Consent Agenda, but Board needs to designate the delegate for the NCACC (NC Assn of County Commissioners). Even though all 5 Commissioners plan to attend this year, a single voting delegate must be selected.

Commissioner Clayton Riggs nominated Commissioner Tom White to be the Voting Delegate to the 2016 NCACC Meeting.

RESULT: **PASSED [UNANIMOUS]**
MOVER: **Clayton Riggs, Commissioner**
AYES: **McLain, Duckwall, Meiggs, Riggs, White**

Commissioner Tom White will represent Camden County as the Voting Delegate to the 2016 NC Association of County Commissioners meeting.

At this time, Chairman Commissioner Michael McLain called for a motion on the Consent Agenda.

RESULT: **ACCEPT AS AMENDED [UNANIMOUS]**
MOVER: Clayton Riggs, Commissioner
AYES: McLain, Duckwall, Meiggs, Riggs, White

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Consent Agenda Documents:

A. Camden Schools Budget Amendments

Budget Amendment
 Camden County Schools Administrative Unit
 Local Current Expense Fund

The Camden County Board of Education at a meeting on the 28th day of June, 2016 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2016.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	12,172.00	
5200	Special Instructional Programs	832.00	
5300	Alternative Programs		3,425.00
5400	School Leadership		649.00
5500	Co-Curricular Services	3,000.00	
5800	Student Support Services		3,175.00
6100	Support & Dev Support Services	300.00	
6200	Special Programs Support Services	10.00	
6300	Alternative Support Services	50.00	
6500	Operational Support Services		13,631.00
6600	Financial & Human Resources	40.00	
6900	Policy, Leadership & Public Relations	4,416.00	
7100	Community Program Services	60.00	
Explanation			
	Total Appropriation in Current Budget	\$ 2,326,232.00	
	Amount of Increase / Decrease of Above Amendment		0.00
	Total Appropriation in Current Amended Budget	\$ 2,326,232.00	

<p>Passed by majority vote of the Board of Education of Camden County on the 28th day of June 2016.</p> <p><i>Chris M. Wilson</i></p> <p>Chairman, Board of Education</p> <p><i>[Signature]</i></p> <p>Secretary, Board of Education</p>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above and have made entry of these changes on the minutes of said Board, this <u>5th</u> day of <u>July</u>, <u>2016</u>.</p> <p>Chairman, Board of County Commissioners</p> <p>Clerk, Board of County Commissioners</p>
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BUDGET AMENDMENT

June 28, 2016

2. Local Current Expense Fund

- A. We have reviewed this area of the budget and must transfer funds to other program areas to cover expenses within those budgets. We request your approval to transfer these funds.

Operation of Plant

6530.802.321...40	Electrical Service	\$ -	12,675.00
6530.802.322...40	Utilities - Gas	-	8,000.00
6540.802.173...40	Salary - Custodian	-	2,700.00
6540.802.231...40	Emp Retirement Costs	+	25.00
6540.802.323...40	Utilities - Water	-	3,500.00
6540.802.327...40	Rentals	-	4,200.00
6540.802.329...40	Waste Management Services	+	3,400.00
6540.802.341...40	Telephone	-	361.00
6540.802.411...40	Supplies & Materials	+	14,250.00

Total Operation of Plant \$ - 13,761.00

- B. We have reviewed this program area and find that we must transfer funds within the program to cover the costs for substitutes, benefits and other elements of the program. We request your approval of the following amendment.

Classroom Support

5110.842.162	Substitute Pay	\$ +	34,000.00
5110.842.211	Emp Soc Sec Costs	+	2,400.00
5110.842.315	Reproduction Costs	-	39,125.00
5110.842.319	Other Professional / Tech Services	+	1,000.00
5110.842.332	Travel	+	30.00
5210.842.162	Substitute Pay	+	1,000.00
5210.842.211	Emp Soc Sec Costs	+	70.00
5330.842.418	Comp Software & Supplies	+	200.00
5810.842.162	Substitute Pay	+	400.00
5810.842.211	Emp Soc Sec Costs	+	25.00

Total - Classroom Support \$ + 0.00

- C. We have reviewed this program and find that we must transfer funds into the budget to cover the cost of non-certified coaches. We request your approval of the following amendment.

Athletics

5500.850.181	Coaching Supplements	\$ +	6,300.00
5500.850.192	Salary - Athletic Director	-	300.00
5500.850.211	Emp Soc Sec Costs	-	75.00
5500.850.221	Emp Retirement Costs	-	3,080.00
5500.850.231	Emp Hosp Ins Costs	-	450.00
5500.850.331	Contracted Transportation	+	605.00

Total - Athletics \$ + 3,000.00

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- D. We have reviewed this area of the budget and must transfer funds in to cover expenses within this part of the budget. We request your approval of the following amendment.

Office of the Superintendent

6940.865.113	Salary - Director	\$ -	1,312.00
6940.865.129	Salary - Hold Harmless	+	1.00
6940.865.151	Salary - Office Personnel	+	18.00
6940.865.184	Longevity Pay	-	307.00
6940.865.199	Overtime Pay	-	22.00
6940.865.211	Emp Soc Sec Costs	-	303.00
6940.865.221	Emp Retirement Costs	-	1,630.00
6940.865.231	Emp Hosp Ins costs	+	26.00
6940.865.311	Contracted Services	-	1,500.00
6940.865.312	Workshop Expenses	+	510.00
6940.865.313	Advertising Fee	-	120.00
6940.865.314	Printing & Binding	+	320.00
6940.865.315	Reproduction Costs	+	2,200.00
6940.865.319	Other Professional / Tech Services	+	2,400.00
6940.865.327	Rentals	+	540.00
6940.865.332	Travel	-	500.00
6940.865.341	Telephone	+	215.00
6940.865.372	Vehicle Liability Insurance	+	400.00
6940.865.373	Building & Grounds Insurance	+	2,260.00
6940.865.411	Instructional Supplies	+	140.00
6940.865.423	Gas / Diesel - County Car	+	160.00
6940.865.424	Oil	-	70.00
6940.865.459	Other Administrative Costs	-	50.00
Total - Office of the Superintendent		\$ +	3,376.00

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

Other Employee Benefits

5110.910.233	Emp. Unemployment Ins. Costs	\$ -	200.00
6940.910.239	Hrt/Stroke/Vision - Emp Ins Costs	+	200.00
Total - Other Employee Benefits		\$ +	0.00

- F. We have reviewed this program and must increase funds to cover the cost of additional pay for employees. We request your approval of the following amendment.

Additional Pay

5110.911.181	Supplementary Pay	\$ +	12,234.00
5110.911.211	Emp Soc Sec Costs	+	472.00
5110.911.221	Emp Retirement Costs	-	1,449.00
5120.911.181	Supplementary Pay	+	1,460.00
5120.911.211	Emp Soc Sec Costs	+	60.00
5120.911.221	Emp Retirement Costs	+	75.00
5210.911.181	Supplementary Pay	+	1,750.00
5210.911.211	Emp Soc Sec Costs	+	310.00
5210.911.221	Emp Retirement Costs	+	412.00
5210.911.231	Emp Hosp Ins Costs	+	45.00
5240.911.181	Supplementary Pay	-	2,000.00
5240.911.211	Emp Soc Sec Costs	-	150.00
5240.911.221	Emp Retirement Costs	-	300.00
5260.911.181	Supplementary Pay	-	825.00
5260.911.221	Emp Retirement Costs	-	130.00
5330.911.181	Supplementary Pay	-	2,925.00

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5330.911.211	Emp Soc Sec Costs	-	200.00
5330.911.221	Emp Retirement Costs	-	500.00
5400.911.181	Supplementary Pay	-	1,214.00
5400.911.211	Emp Soc Sec Costs	-	275.00
5400.911.221	Emp Retirement Costs	+	105.00
5400.911.231	Emp Hosp Ins Costs	+	175.00
5810.911.181	Supplementary Pay	-	1,200.00
5810.911.221	Emp Retirement Costs	-	190.00
5830.911.181	Supplementary Pay	-	1,800.00
5830.911.211	Emp Soc Sec Costs	-	130.00
5830.911.221	Emp Retirement Costs	-	280.00
6580.911.211	Emp Soc Sec Costs	+	80.00
6620.911.211	Emp Soc Sec Costs	+	30.00
6940.911.189	Pay for ST Disability	-	200.00
7100.911.211	Emp Soc Sec Costs	+	60.00
Total - Additional pay			\$ + 3,500.00

G. We have reviewed this area of the budget and must transfer funds in to cover expenses within this part of the budget. We request your approval of the following amendment.

Staff Development

5110.912.312	Workshop Expenses	\$ +	140.00
5120.912.312	Workshop Expenses	+	1,075.00
5210.912.312	Workshop Expenses	+	650.00
5400.912.312	Workshop Expenses	+	560.00
6120.912.312	Workshop Expenses	+	300.00
6200.912.312	Workshop Expenses	+	10.00
6300.912.312	Workshop Expenses	+	50.00
6550.912.312	Workshop Expenses	+	50.00
6610.912.312	Workshop Expenses	+	10.00
6940.912.312	Workshop Expenses	+	1,040.00
Total - Staff Development			\$ + 3,885.00

Passed by majority vote of the Board of Education of Camden County on the 28th day of June, 2016.



 Chairman, Board of Education



 Secretary, Board of Education

BUDGET AMENDMENT

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8. Other Local Current Expense Fund

- A. We have reviewed this area of the budget and find that we must transfer funds to other programs to cover expenses. We request your approval of the following amendment.

USCG Jr. Leadership Program

5110.301.123	Salary - USCG Jr. Leadership Inst	\$ -	6,000.00
5110.301.181	Supplementary Pay	-	2,000.00
5110.301.187	Salary - Differential Pay	-	11,000.00
5110.301.211	Emp Soc Sec Costs	-	1,700.00
5110.301.221	Emp Retirement Costs	-	3,000.00

Total - USCG Jr. Leadership Program \$ - 23,700.00

- B. We have reviewed this area of the budget and find that we must transfer funds within the program area. We request your approval of the following amendment.

After School Care

7100.701.178	Salary - Day Care Workers	\$ -	2,000.00
7100.701.333	Field Trips	+	2,000.00

Total - After School Care \$ - 0.00

- C. We have reviewed this program area and find that we must increase revenue to cover the cost of operations of the activity bus. We request your approval of the following amendment.

Activity Bus

6550.706.171	Salary - Bus Driver	\$ +	7,000.00
6550.706.175	Salary - Transportation Personnel	+	500.00
6550.706.211	Emp Soc Sec Costs	+	400.00
6550.706.221	Emp Retirement Costs	+	200.00
6550.706.326	Contracted Repair & Maintenance	+	2,500.00
6550.706.423	Gas/Diesel Fuel	+	700.00
6550.706.424	Oil	+	100.00
6550.706.461	Pur of Non-Cap Equipment	+	2,200.00

Total - Activity Bus \$ + 13,600.00

4890.706 Revenue - Activity Bus \$ - 13,600.00

- D. We have reviewed this budget area and find that we must transfer funds to meet the needs of the maintenance of the buildings and other areas within the budget. We request your approval of the following amendment.

Maintenance of Plant

6580.802.184...50	Longevity Pay	\$ +	900.00
6580.802.211...50	Emp Soc Sec Costs	+	20.00
6580.802.221...50	Emp Retirement Costs	+	200.00
6580.802.311...50	Contracted Services	-	400.00
6580.802.327...50	Rentals	+	300.00
6580.802.352...50	Professional Certificates	-	500.00
6580.802.361...50	Membership Dues & Fees	-	370.00
6580.802.422...50	General Maintenance	-	27,630.00

Total - Maintenance of Plant \$ - 27,480.00

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- E. We have reviewed this program area and find that we must transfer funds from other areas to cover the cost of salaries and benefits. We request your approval of the following amendment.

Classroom Teacher

5110.841.121	Salary - Teacher	\$	+	47,600.00
5110.841.162	Substitute Pay		+	400.00
5110.841.211	Emp Soc Sec Costs		+	3,920.00
5110.841.221	Emp Retirement Costs		+	8,000.00
5110.841.231	Emp Hosp Ins Costs		+	4,400.00
5110.841.333	Field Trips		+	160.00
Total - Classroom Teacher				\$ + 64,480.00

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

Children with Special Needs

5210.849.142	Salary - Teacher Assistant	\$	+	40.00
5210.849.221	Emp Retirement Costs		+	20.00
5210.849.231	Emp Hosp Ins Costs		+	31.00
5210.849.311	Contracted Services		-	3,000.00
5210.849.411	Instructional Supplies		-	91.00
Total - Children with Special Needs				\$ - 3,000.00

- G. We have reviewed this area of the budget and find that we must transfer funds to cover the cost of salaries and benefits in another program area. We request your approval of the following amendment.

Board of Education

6910.860.192	Salary - BOE Members	\$	-	9,000.00
6910.860.312	Workshop Expenses		-	3,000.00
Total - Board of Education				\$ - 12,000.00

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

School Accreditation

5110.914.311	Contracted Services	\$	+	1,700.00
Total - School Accreditation				\$ + 1,700.00

Passed by majority vote of the Board of
 Education of Camden County on the 28th
 day of June, 2016.



 Chairman, Board of Education



 Secretary, Board of Education

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B. Tax Releases, Pickups, Refunds, and Adjustments

<u>Name</u>	<u>Amount</u>	<u>Type</u>	<u>Reason</u>	<u>No.</u>
Lemuel Walker Jr. (1197)	\$291.42	Pickup	Other - Value Corrections. Bldgs were deleted by Reval. They are still there.	18919

C. DMV Report - Tax Authorization to Collect - August Renewals Due 9/15/16

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County August Ren. Due 09/15/16

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

SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
22,279.97	23,551.40	11,180.88	57,012.25

Witness my hand and official seal this 5th day of July, 2016 .

Chairman, Camden County Board of Commissioners

Attest:

Clerk to the Board of Commissioners of Camden County

This is to certify that I have received the tax receipts and duplicates for collection in the amounts as listed herein.

Lisa Anderson, Tax Administrator of Camden County

D. Camden County Delinquent Tax Collection Policy - Suggested Guidelines

**CAMDEN COUNTY DELINQUENT TAX COLLECTION POLICY – SUGGESTED
 GUIDELINES**

STATEMENT OF PURPOSE

Ad Valorem real and personal property tax is the primary revenue for Camden County. As such, its prompt, fair, and orderly collection is necessary for the proper administration of County services including schools and public safety. Moreover, it is unfair to the vast majority of Camden residents who timely pay their taxes, to allow other citizens to unreasonably delay or avoid lawful tax obligations, increasing the burden on those who are compliant.

Nevertheless, the Board of Commissioners recognizes a small minority of Camden residents are occasionally faced with unexpected, significant life burdens, which can impair their ability to timely pay their tax. These include, but are not limited to: illness, unemployment, and death of a primary provider.

While the County, by law, must and will be diligent in the collection of taxes, it should also be sensitive to the misfortunes that from time to time afflict its citizens.

Further, as a rural county, Camden not infrequently experiences delinquent taxes on tracts of real property where mandatory determination of ownership is complicated, requiring substantial expenditures of County funds on title examinations, legal advertisements, and court costs. This can be exacerbated by low value of land subject to foreclosure sale, when compared with the amount of delinquent tax, which may be so modest as to make collection, at a given time, economically unwise.

With the above in mind, the Board of Commissioners desires to set forth suggested guidelines for use by the Tax Administrator, the County Manager, and the County Attorney in their delinquent tax collection efforts.

**REQUEST FOR TAX PAYER TEMPORARY RELIEF
 ADMINISTRATIVE DETERMINATIONS**

If a taxpayer is delinquent for a given tax year, or years, and requests relief from the tax administrator, the administrator shall conduct an investigation, in a manner satisfactory to the administrator, to determine if the delinquent taxpayer has or is enduring:

1. *Medical Expenses which are of such cost as to significantly impair the taxpayer's ability to timely pay recent or current taxes.*
2. *Unemployment which is temporary in nature and has left the taxpayer with no other resources to pay taxes.*
3. *Temporary Disability which prevents employment and leaves the taxpayer with no other resources with which to pay taxes.*
4. *Permanent Disability which has left taxpayer with no other resources to pay taxes, but which disability may entitle taxpayer to disability benefits from Social Security, State Employment Disability or private compensation by virtue of a legal proceeding such as a personal injury claim. However, in this instance the taxpayer must demonstrate to the satisfaction of the tax administrator a claim for such relief has been, or will be in the immediate future, instituted.*
5. *Medical Expenses for a Spouse or Dependent are of such magnitude that the taxpayer has no other available resources with which to pay the outstanding tax.*
6. *Death of an Immediate Family Member within the last 12 months who served as a primary provider.*

In making such determinations, if the administrator deems it appropriate, he/she shall be entitled to ask taxpayer for documentation such as medical reports, doctor's letters, disability applications, income tax returns, financial statements, civil complaints in personal injury or the like, unemployment benefit documentation, an estate file or death certificate.

If at the conclusion of the administrator's investigation, the administrator concludes the existence of one or more of the above stated grounds for relief, the administrator shall then consider the following additional grounds which shall result in denial of the relief sought:

1. *Taxpayer has within the last 5 years entered into a tax payment plan which taxpayer breached, or*
2. *Despite the existence of a ground for relief (1 through 6 above) taxpayer has no reasonably foreseeable financial resources with which to bring taxpayer current on all outstanding taxes within 2 years.*

AUTHORIZED RELIEF

Should the administrator determine, by evidence satisfactory to the administrator, the existence of one or more of the above recited factors entitling a taxpayer to relief, and the nonexistence of any disqualifying factors, the tax administrator may offer delinquent taxpayer:

1. *A written and signed tax deferral plan wherein the taxpayer shall by monthly equal installments pay to the County monies sufficient to completely retire all delinquent taxes and all future accruing taxes within a 2-year period. It shall be grounds to terminate a payment plan if further delinquent taxes accrue while the plan is active.*
2. *A written agreement that for a period of six months the County will not exercise tax collection remedies otherwise available to it.*

ECONOMIC FEASIBILITY

If a tax collection is determined by the administrator and County Attorney to likely create expense beyond the tax recoverable, or to result in the County being the high bidder at a tax foreclosure sale, and thus acquiring the subject real estate which is of dubious value or marketability, and for which the County has no use, the same shall be presented to the Board of Commissioners for determination as to what, if any, collection efforts will be pursued at that time.

PRESERVATION OF EXISTING REMEDIES AND OBLIGATIONS

Nothing in these guidelines shall be construed as a waiver of existing collection remedies or legal obligations imposed upon the County and its taxpayers by law. The administrator shall continue the monthly reports to the Board of Commissioners and shall pursue administrator's routine collection efforts unless relief has been granted as provided herein. Specifically, the administrator may not waive or lessen the amount of tax or interest accruing thereon.

DEVIATIONS

The Board of Commissioners recognizes the difficulty in anticipating all meritorious situations which could support taxpayer's request for temporary relief, or likewise, which would suggest denial of relief even if grounds for the relief stated herein appear. Accordingly, the administrator after consultation with the County Attorney and County Manager, and in the sound exercise of the administrator's discretion, may bring a requested deviation to the Board of Commissioners for further guidance at a regularly scheduled meeting of the Board of Commissioners.

INTERPRETATION OF THESE GUIDELINES

These guidelines shall at all times be construed so as to be consistent with applicable North Carolina law as it now exists, or is hereafter amended. In the event of a conflict, North Carolina law will control.

GUIDELINES NOT ORDINANCE

These guidelines are suggestions to the administrator in the fair and orderly collection of property taxation with due regard to difficulties faced by individual Camden County taxpayers. However, the same are not to be construed as an ordinance and do not enjoy the force of law. The guidelines may be amended or terminated, in whole or in part, at the pleasure of the Board of Commissioners. They are not intended to create a legal right in any taxpayer or legal obligation upon the County, its employers and independent contractors. Deviation is allowable.

E. Set Public Hearing - Ordinance 2016-06-02 Rezoning Application
Lindsey W. Hewitt

.....
Ordinance No. 2016-06-02

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

Article I. Purpose

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

Article II. Amendment to Zoning Map

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

The property currently shown in the Camden County Tax Assessor's Office as PIN 01-7989-00-36-1006, one acre as indicated is hereby re-zoned from General Use District (GUD) to Basic Residential (R3-1).

Article III. Penalty

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

Article IV. Severability

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

Article V. Effective Date

This Ordinance is effective upon adoption.

Adopted by the Board of Commissioners for the County of Camden this 5th day of July, 2016.

P. Michael McLain, Chairman
Camden County Board of Commissioners

ATTEST:

Angie Wooten
Clerk to the Board

(SEAL)

.....
.....
F. Set Public Hearing - Ordinance No. 2016-06-03 Proposed Amendments to Code of Ordinances

.....
Ordinance No. 2016-06-03

**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 as otherwise incorporated into the Camden County Code.

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
COMMON OPEN SPACE SUBDIVISIONS

§ 151.291 APPLICABILITY AND LOT SIZES.

(A) In any single-family residential subdivision, a developer may create open space subdivision lots that have or contain the minimum lot sizes as specified below, subject to Health Department approval, if the developer complies with the provisions of this subchapter.

- (1) 20,000 square feet minimum, if there is no centralized water or sewer available to all of the lots;
- (2) 15,000 square feet minimum, if there is either centralized water or centralized sewer available to all lots; or
- (3) 10,000 square feet minimum, if there is both centralized water and centralized sewer available to all lots.

(B) The intent of this section is to authorize the developer to decrease lot sizes and leave the land "saved" by so doing as open space, thereby lowering development costs and increasing the amenity of the project without increasing the density beyond what would be permissible if the land were subdivided into lots using conventional subdivision standards as provided in §§151.060 through 151.068.

(C) For the purpose of this section, the following definition shall apply unless the context clearly indicates or requires a different meaning.

OPEN SPACE. Those areas, as defined in §§151.195 through 151.200, except that subsurface waste water disposal fields and subsurface septic tanks, may, at the discretion of the Board of Commissioners, be counted as open space.

(D) ~~All setbacks, building height and lot coverage standards established in §§151.060 through 151.068 for development on lots, shall apply in common open space subdivisions.~~
Setbacks for Open Space Subdivisions shall be no less than 25 feet front / rear structural, 10 feet side structural, and 5 feet vehicular setback.

(E) (1) Previously approved subdivisions having valid sketch plan approval, may, at the discretion of the Board of Commissioners, request to develop the property in accordance with the common open space provisions at the density originally approved.

(2) Density bonuses shall not apply to subdivisions where the number of lots originally approved exceed current county density requirements.

Adopted by the Board of Commissioners for the County of Camden this 5th day of July, 2016.

County of Camden

P. Michael McLain, Chairman
Camden County Board of Commissioners

ATTEST:

Angie Wooten
Clerk to the Board

(SEAL)

G. Voting Delegate Form - Designation of Voting Delegate to NCACC Annual Conference

8. COMMISSIONER'S REPORTS

Commissioner Clayton Riggs reported the following:

- Point out to the public that according to the April & May 2016 EMS Report that was provided to the Commissioners as information, the response times for the EMS have been 6 minutes 48 seconds for the month of April, and 8 minutes 47 seconds for the month of May 2016 on average.
- There were more calls in May than in April
- Camden County appreciates the service that EMS is providing

Commissioner Tom White reported the following:

- Went to a COA session on Emerging Issues
- Jobs in NC - in the next decade there is expected to be an average of 25% of current jobs lost due to technology and automation
- Some of the jobs mentioned at the session were jobs that counties need to target as far as economic development for the future
- Information on this will be passed on to the County Manager.

Chairman Commissioner Michael McLain reported the following:

- At the Senior Citizens Meeting, there were questions about the SHIIP Grant
 - It is Administered through 4-H
 - Camden County Senior Center Staff are coordinating & doing the work
 - Administration of SHIIP Grant is being moved to Currituck County NC
 - Asked County Manager Michael Brillhart to check and make sure that Camden County is receiving the funds that are due the county for the time, effort, and expenses incurred by the Staff of the Senior Center in their coordination of this grant for the Seniors of Camden County.

Commissioner Sandra Duckwall reported the following:

- Commissioner Duckwall read through the report given by the Camden County Library, which report is incorporated herein below for reference:
 - *Camden County Public Library, June 1-26, 2016 Statistics*
 - **Visitor Count:** 1860
 - **Days/Hours Open:** 26/230
 - **# Items in Collection:** 13,180 (Opening Day Collection # Items=4,755)
 - **Total Check Outs/Renewals:** 2,913
 - **Library Card Holders:** 2,580
 - **Computer/Wireless Use:** 848/413
 - **Juvenile Programs:** 8 programs / 137 attendance
 - **Adult Programs:** 4 programs / 16 attendance
 - **Meeting Room:** 10 reservations / 86 attendance
- Commissioner Michael McLain added that the public should be reminded about the Friends of the Library and that the public is invited to attend and participate.

At this time, Chairman Commissioner Michael McLain asked if there were any further reports from Commissioners. Hearing none, he called for the County Manager's report.

9. COUNTY MANAGER'S REPORT

County Manager Michael Brillhart reported the following:

- Thanked the Board for the meeting held on 6-28-16 to discuss the 5-year outlook regarding the Capital Improvement Plan.
- Staff is working on a status report for each of the projects in the plan and will bring that report before the Board at a later date.

CAMDEN COUNTY BOARD OF COMMISSIONERS
 Regular Meeting – July 05, 2016

10. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES

The following Information, Reports, & Minutes from Other Agencies were provided to the Board:

- A. Senate 2016-2017 Proposed State Budget Summary
- B. Sales Tax Report
- C. Camden County Sheriff's Monthly Report
- D. Register of Deeds Month End Report for June 2016
- E. Camden County Library Statistics for June 2016

11. OTHER MATTERS

At this time, Chairman Commissioner Michael McLain asked if there were any further matters to come before the Board. There were no further matters.

12. ADJOURN

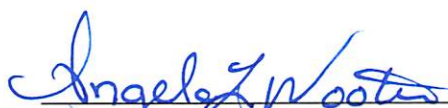
At 7:16 PM, Chairman Commissioner Michael McLain adjourned the July 5, 2016 meeting of the Camden County Board of Commissioners.

County of Camden



 P. Michael McLain, Chairman
 Camden County Board of Commissioners

ATTEST:



 Angie Wooten
 Clerk to the Board

