

# **Camden County Board of Commissioners**

**March 4, 2019**

**Regular Meeting – 7:00 PM**

**Historic Courtroom, Courthouse Complex**

**Camden, North Carolina**

## **MINUTES**

The regular meeting of the Camden County Board of Commissioners was held on March 4, 2019 in the Historic Courtroom, Camden, North Carolina.

### **WELCOME & CALL TO ORDER**

The meeting was called to order by Chairman Tom White at 7:00 PM. Also Present: Vice Chairman Clayton Riggs, Commissioners Garry Meiggs, Ross Munro and Randy Krainiak.

Staff Present: County Manager Ken Bowman, Clerk to the Board Karen Davis, Interim Finance Officer Sally Norfleet, Tax Administrator Lisa Anderson, Public Works Director David Credle, Soil & Water Technician Brian Lannon, Parks & Recreation Director Tim White, Dismal Swamp Welcome Center Director Donna Stewart, Chief Deputy Rodney Meads, Deputy Austin Browder.

### **Invocation and Pledge of Allegiance**

Pastor Bill Blake gave the invocation and led in the Pledge of Allegiance.

### **ITEM 1. PUBLIC COMMENTS**

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1. Pastor Bill Blake gave an update on the activities of Harmony Café of the Albemarle, an outreach of McBride United Methodist Church.
2. Andrew Monn of 606 Trotman Road (North River Crossing) addressed the Board. Concerns expressed to the Board included the following:
  - Neighborhood Meeting on February 12, 2019 – 4 of 23 households received a letter regarding the meeting; sign posted at the neighborhood entrance indicated wrong location for the meeting.
  - Drainage issues in the development.
  - February 2015 – Amendment to neighborhood covenants adding the care and the maintenance of the ditches as well as the drainage ditch across Trotman Rd. Property owners were not notified of the amendment.
  - Requests additional oversight from the county be implemented before further development is approved.

3. Vickie Stafford of 102 Lake Drive, South Mills, addressed the Board. Ms. Stafford spoke in support of Harmony Café and invited those interested to attend. Ms. Stafford requested support from the county for the program.
4. Jerry Bonilla of 105 Waterway Court, South Mills, addressed the Board. Mr. Bonilla gave the commissioners information and updates on the Amateur Athletic Union. He expressed concerns in regard to the Amateur Athletic Union not having access to the school gymnasium for practice purposes.

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

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

**ITEM 3. CONSIDERATION OF AGENDA**

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

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Garry Meiggs, Commissioner
<b>AYES:</b>	White, Krainiak, Meiggs, Riggs, Munro

**ITEM 4. PRESENTATIONS**

1. Donna Stewart, Chairperson of the Tourism Development Authority, shared information on the Albemarle 350<sup>th</sup> Anniversary Passport Contest. Sadie Herzfeldt, contest winner and Camden Intermediate 5<sup>th</sup> grader, was present and recognized by Mrs. Stewart.
2. Bland Baker gave the annual report from Trillium Health Resources.
3. Tim White gave an update from the Parks & Recreation Department.
4. Deputy Austin Browder of the Camden County Sheriff’s Office presented to the Board a proposal to implement a canine program in Camden County.
5. Curtiss Albany of Eastern Shore Communications gave a broadband update.

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

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

Public Comments – None

# Consideration of the Agenda

**Agenda**  
**Camden County Board of Commissioners**  
**SCWSD - Regular Meeting**  
**March 04, 2019**  
**7:00 PM**  
**Historic Courtroom, Courthouse Complex**

**ITEM 1. CALL TO ORDER**

**ITEM 2. PUBLIC COMMENTS**

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

**ITEM 3. CONSIDERATION OF THE AGENDA**

**ITEM 4. NEW BUSINESS (For discussion and possible action)**

A. Monthly Report

**ITEM 5. ADJOURN**

## Motion to approve the agenda as presented.

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Clayton Riggs, Vice Chairman
<b>AYES:</b>	White, Krainiak, Meiggs, Riggs, Munro

## New Business

### A. Monthly Report

Public Works Director David Credle presented the monthly report for January 2019 and the 12-month report.

*South Camden Water & Sewer Board*  
*Monthly Work Order Statistics Report*  
*Period: January 2019*

	<b>Submitted Work Orders</b>	<b>Completed Work Orders</b>	<b>Percentage Completed</b>	<b>Status of Uncompleted Work Orders</b>
<b>Water/Distribution</b>	99	99	100%	0
<b>Sewer/Collection</b>	0	0	100%	0

Locates:

Water Line: 125

Sewer Line: 4

Water & Sewer, same ticket: 15

Hydrant flow test: 25

Public Works Director Notes/Comments: Ten work orders have been reviewed for accuracy.

Water treated at the water treatment plant in January: 9,290,090 gallons

Daily average water usage for January: 299,679 gallons

Current treatment capacity at the water treatment plant: 720,000 gallons per day.

SOUTH CAMDEN WATER & SEWER BOARD									
MONTHLY WATER STATISTICS REPORT									
Date	Work Orders Submitted	Percentage Complete	Uncompleted	Water/Distribution	Sewer/Collection	Water Locates	Sewer Locates	Water/Sewer Locate	Hydrant Flow Test
2018									
Jan	104	100%	0%	101	3	80	40	2	n/a
Feb	69	100%	0%	68	1	63	22	6	n/a
March	72	100%	0%	71	1	86	42	4	12
April	75	100%	0%	75	0	86	37	1	3
May	82	100%	0%	79	3	63	18	13	0
June	128	100%	0%	124	4	93	10	29	0
July	93	100%	0%	86	7	90	10	14	1
August	110	100%	0%	110	0	81	28	1	5
Sept	86	100%	0%	84	2	109	34	13	0
Oct	71	100%	0%	68	3	75	17	13	12
Nov	77	100%	0%	76	1	124	7	48	7
Dec	121	100%	0%	120	1	134	6	12	7
2019									
Jan									
Feb									
March									
April									
May									
June									
July									
August									
Sept									
Oct									
Nov									
Dec									
Public Works Director Notes/Comments: (outstanding maintenance issues staffing issues, etc)									

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

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Ross Munro, Commissioner
<b>AYES:</b>	White, Krainiak, Meiggs, Riggs, Munro

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

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Randy Krainiak, Commissioner
<b>AYES:</b>	White, Krainiak, Meiggs, Riggs, Munro

Chairman White adjourned the South Camden Water & Sewer District Board of Directors and reconvened the Camden County Board of Commissioners.

**ITEM 5. NEW BUSINESS**

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Tax Administrator Lisa Anderson presented the tax report for January 2019.

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

**OUTSTANDING TAX DELINQUENCIES BY YEAR**

<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2018	406,458.23	11,547.73
2017	83,086.99	5,543.21
2016	26,166.61	2,571.44
2015	13,092.68	1,289.11
2014	13,359.97	1,390.06
2013	9,148.21	5,021.89
2012	6,749.39	7,936.30
2011	4,918.94	6,473.95
2010	4,244.84	4,714.27
2009	3,978.27	4,548.04

TOTAL REAL PROPERTY TAX UNCOLLECTED	571,204.13
TOTAL PERSONAL PROPERTY UNCOLLECTED	51,036.00
TEN YEAR PERCENTAGE COLLECTION RATE	99.15%
COLLECTION FOR 2019 vs. 2018	402,544.16 vs. 424,480.42

**LAST 3 YEARS PERCENTAGE COLLECTION RATE**

2018	94.42%
2017	98.74%
2016	99.57%

**EFFORTS AT COLLECTION IN THE LAST 30 DAYS**  
**ENDING**    January    **2019**  
**BY TAX ADMINISTRATOR**

<u>42</u>	NUMBER DELINQUENCY NOTICES SENT
<u>5</u>	FOLLOWUP REQUESTS FOR PAYMENT SENT
<u>2</u>	NUMBER OF WAGE GARNISHMENTS ISSUED
<u>13</u>	NUMBER OF BANK GARNISHMENTS ISSUED
<u>7</u>	NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR TO DELINQUENT TAXPAYER
<u>0</u>	NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)
<u>0</u>	PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF TAX ADMINISTRATOR
<u>0</u>	NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO COUNTY ATTORNEY
<u>0</u>	NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR COLLECTION (I.D. AND STATUS)
<u>0</u>	REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS
<u>0</u>	NUMBER OF JUDGMENTS FILED

**30 Largest Unpaid – Real**

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	02-8934-01-17-4778.0000	16,563.03	1	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	02-8934-01-18-6001.0000	9,002.86	1	LINDA SUE LAMB HINTON	CAMDEN	150 158 US W
R	01-7989-00-01-1714.0000	8,080.29	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8937-00-50-8036.0000	6,148.38	1	CLEVELAND WALSTON LE	CAMDEN	187 HERMAN ARNOLD RD
R	03-8953-04-70-6605.0000	5,038.74	1	SHELLA RIGGS EDWARDS	SHILOH	901 343 HWY S
R	03-8899-00-16-2671.2425	4,722.65	1	SPRING LOTUS LLC	SHILOH	141 EDGEWATER DR
R	03-8899-00-45-2682.0000	4,392.64	10	SEAMARK INC.	SHILOH	HOLLY RD
R	01-7979-00-61-7358.0000	4,209.55	1	BERT LLC	SOUTH MILLS	HORSESHOE RD
R	01-7998-01-08-6797.0000	4,175.50	1	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	02-8935-02-66-7093.0000	3,817.05	1	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	02-8944-00-87-7021.0000	3,651.70	1	MARK M. BRIGMAN SR & LISA L.	CAMDEN	175 MCKIMMEY RD
R	02-8943-01-26-6350.0000	3,553.80	1	CLARENCE THORPE SANDERS	CAMDEN	102 RIVER RD
R	01-7080-00-53-1141.0000	3,179.89	2	EDWARD A ROSA SR	SOUTH MILLS	188 KEETER BARN RD
R	02-8934-01-29-4617.0000	3,106.99	1	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	03-8962-00-55-2255.0000	3,062.98	1	VERNON L. & EDITH W. SYLVESTER	SHILOH	453 NECK RD
R	02-8943-01-17-1673.0000	3,060.05	1	MILDRED A. HAVRILLA	CAMDEN	374 COUNTRY CLUB RD
R	03-8943-00-76-2855.0000	3,016.93	1	WANDA KAYE LEARY	SHILOH	199 DAILY RD
R	03-9809-00-23-4988.0000	2,933.00	1	WANDA H WELLS	SHILOH	104 HIGH RD
R	03-8953-00-89-0192.0000	2,884.21	1	TANYA W BARCLIFT	SHILOH	269 TROTMAN RD
R	02-8934-01-18-8282.0000	2,746.15	1	BRIDGET CARTWRIGHT JOHNSON	CAMDEN	144 158 US W
R	01-7090-00-70-3221.0000	2,698.40	1	LONZO FISHER GREGORY	SOUTH MILLS	406 OLD SWAMP RD
R	02-8945-00-41-2060.0000	2,593.26	1	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	03-8953-00-76-2855.0000	2,586.90	1	ROBERT JASON HOLTON	SHILOH	223 PERKINS RD
R	03-8971-00-54-7373.0000	2,541.39	1	DWAYNE HARRIS	SHILOH	125 ONE MILL RD
R	03-8990-00-18-6042.0000	2,530.07	1	LARRY MOTLEY	SHILOH	SECOND CREEK RD
R	02-8945-00-53-1518.0000	2,527.75	2	GARY D. & BETH A. LOYD	CAMDEN	115 LISTER DR
R	01-7998-01-09-7155.0000	2,485.47	1	CORNELIUS P & GLORIA E PAXTON	SOUTH MILLS	1298 343 HWY N
R	02-8935-01-08-8786.0000	2,485.42	1	LINWOOD GREGORY	CAMDEN	253 SLEEPY HOLLOW RD
R	03-9809-00-23-8838.0000	2,470.25	1	WILLIAM DAVID BYRUM	SHILOH	112 HIGH RD
R	01-7998-00-10-6800.0000	2,405.74	1	MICHAEL C. ANDREWS	SOUTH MILLS	209 BINGHAM RD

### 30 Oldest Unpaid – Real

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	8,080.29	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8899-00-45-2682.0000	10	4,392.64	SEAMARK INC.	SHILOH	HOLLY RD
R	01-7080-00-62-1977.0000	10	2,062.78	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-8943-04-93-8214.0000	10	2,052.32	L. F. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7988-00-91-0179.0001	10	2,028.10	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8952-00-95-8737.0000	10	1,993.94	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	10	1,827.31	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7999-00-12-8596.0000	10	1,760.33	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7989-04-60-1568.0000	10	1,000.71	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	976.47	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	03-8962-00-50-0273.0000	10	900.00	DAISEY WILLIAMS BURNHAM	SHILOH	RAYMONS CREEK RD
R	01-7090-00-60-5052.0000	10	767.56	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	03-9809-00-24-6322.0000	10	627.21	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	02-8955-00-13-7846.0000	10	588.25	MARIE MERCER	CAMDEN	IVY NECK RD
R	02-8936-00-24-7426.0000	10	585.99	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	03-8980-00-61-1968.0000	10	281.80	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	01-7090-00-95-5262.0000	10	248.84	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-9809-00-45-1097.0000	10	202.10	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	03-8899-00-37-0046.0000	10	154.57	ELIZABETH LONG	CAMDEN	HIBISCUS
R	03-9809-00-17-2462.0000	10	140.15	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	03-8980-00-84-0931.0000	9	220.38	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
R	01-7998-01-08-6797.0000	8	4,175.50	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	03-8962-00-04-9097.0000	8	2,182.86	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8990-00-64-8379.0000	8	940.48	CHRISTOPHER FROST-JOHNSON	SHILOH	LITTLE CREEK RD
R	02-8935-01-07-0916.0000	8	710.94	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	03-8962-00-70-7529.0000	8	593.58	DARY SNOWDEN	SHILOH	WICKHAM RD
R	01-7989-04-90-0938.0000	8	541.44	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	02-8954-00-97-4350.0000	8	349.04	GEORGE SHAW	CAMDEN	TROTMAN RD N
R	03-8962-00-60-7648.0000	8	281.11	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD
R	03-8965-00-37-4242.0000	7	1,751.87	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD

### 30 Largest Unpaid – Personal

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	00029666	3,182.75	2	SWAIN & TEMPLE INC	SOUTH MILLS	149 LILLY RD
P	0001709	2,252.98	10	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001476	1,043.30	2	MIKE TAYLOR	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0000295	832.04	1	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000132	790.60	1	DAVID DUNAVANT JR.	CAMDEN	111 AARON DR
P	0001538	751.18	9	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0001046	712.40	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	680.34	8	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0002194	661.94	4	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0001072	587.82	10	PAM BUNDY	SHILOH	105 AARON DR
P	0001827	483.28	7	KAREN BUNDY	CAMDEN	431 158 US W
P	0001104	469.71	2	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0001230	411.11	7	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0002442	366.28	2	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0001681	366.10	7	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0000297	349.77	2	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0000772	348.90	4	COSBY BAKER	SOUTH MILLS	114 BINGHAM RD
P	0000466	314.96	1	LAMBS OF CAMDEN	CAMDEN	152 HWY 158 W
P	0000905	305.31	4	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR
P	0000846	294.16	3	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0001694	288.99	7	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0002924	272.82	1	PAUL BEAUMONT	SHAWBORO	106 DEERFIELD TRL
P	0002154	268.50	1	ANDREW T. PAGE	CAMDEN	105 SMITH DR
P	0001693	261.90	10	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001638	259.82	2	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN LOT 12
P	0001141	250.94	4	PETER "RANDY" KRAINIAK	CAMDEN	173 343 HWY S
P	0001106	248.38	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001952	238.91	7	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0000134	216.97	1	WILLIAM DUNAVANT JR.	SHAWBORO	243 POND ROAD
P	0000945	195.03	4	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD

### 30 Oldest – Personal

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001709	10	2,252.98	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001538	10	751.18	JEFFREY EDWIN DAVIS	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001046	10	712.40	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	10	680.34	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001072	10	587.82	PAM BUNDY	SHILOH	105 AARON DR
P	0001693	10	261.90	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001106	10	248.38	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001673	10	177.05	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0000248	10	128.38	ROBERT H. OWENS	CAMDEN	A STREET
P	0000316	10	115.56	JAMES P. JONES	CAMDEN	142 SANDHILLS RD
P	0001827	9	483.28	KAREN BUNDY	CAMDEN	431 158 US W
P	0001722	8	140.55	JANET LEARY	SOUTH MILLS	LINTON ROAD
P	0001639	8	123.29	CAREY FARMS, INCORPORATED	SOUTH MILLS	202 SHARON CHURCH
P	0001230	7	411.11	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001681	7	366.10	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001694	7	288.99	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	7	238.91	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0001740	7	121.20	JASON & KEVIN WORDEN	SOUTH MILLS	STILES LANE
P	0002194	6	661.94	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0000772	6	348.90	COSBY BAKER	SOUTH MILLS	114 BINGHAM RD
P	0003011	5	250.94	PETER "RANDY" KRAINIAK	CAMDEN	173 343 HWY S
P	0000905	4	305.31	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR
P	0001638	4	259.82	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN LOT 12
P	0000945	4	195.03	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0002058	3	125.40	WILLIAM GILMER BURK	CAMDEN	493 LAMBS RD
P	0001476	3	1,043.30	MIKE TAYLOR	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0000295	3	832.04	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000466	3	314.96	LAMBS OF CAMDEN	CAMDEN	152 HWY 158 W
P	0000846	3	294.16	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0001250	3	129.27	MICHELE LEE TAYLOR-DUKE	SOUTH MILLS	108 BINGHAM RD

**Motion to approve the January tax report as presented.**

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Garry Meiggs, Commissioner
<b>AYES:</b>	White, Krainiak, Meiggs, Riggs, Munro

**B. Memorandum of Agreement – Camden County 4-H Foundation**

**Memorandum of Agreement Between  
Camden County 4-H Foundation and the County of Camden  
for the Management of Treasure Point 4-H Camp**

This Memorandum of Agreement (MOA) is made by and between the Camden County 4-H Foundation (Foundation) and Camden County (County) and is entered into as of the date of the last signature below.

**Whereas**, the Foundation owns the 3.8acre parcel known as Treasure Point 4-H Camp (Camp) and,

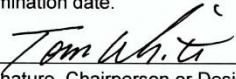

**Whereas**, the County uses the property for Extension and other County activities and,

**Whereas**, the Foundation and the County wish to establish this MOA to outline the responsibilities and liabilities of each party in relationship to the Camp.

**Now, Therefore**, in consideration of the promises and covenants contained herein, the parties agree as follows:

1. The Camp will be known as Treasure Point 4-H Camp.
2. Camden County, through the 4-H Department of NC Cooperative Extension will operate the camp.
3. The County shall repair and maintain the buildings and grounds currently located within the Camp property.
4. The County shall provide adequate insurance coverage for the Camp and activities conducted at the Camp consistent with coverage provided for other publicly used county facilities.
5. The Foundation shall maintain a board of directors to oversee fundraising and development of the Camp.
6. The Foundation shall ensure the property is used in a manner consistent with deed restrictions and lease agreements.

Signatures of the persons below authorize execution of this document, commencing on March 4, 2019, and continuing year-to-year, unless otherwise terminated in writing by either party under notification to the other party no less than one-hundred twenty (120) days prior to the desired termination date.

 _____ Signature, Chairperson or Designee of County Commissioners	<u>3-6-19</u> _____ Date
 _____ Signature, Chair or Designee of Camden County 4-H Foundation	<u>3-11-2019</u> _____ Date

**Motion to approve the Memorandum of Agreement with Camden County 4-H Foundation.**

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Ross Munro, Commissioner
<b>AYES:</b>	White, Krainiak, Meiggs, Riggs, Munro



## C. Roadway Extension for Camden Commerce Park



February 20, 2019

Mr. Ken Bowman, County Manager  
Camden County  
P.O. Box 190  
Camden, North Carolina 27921

Subject: Bid Opening and Recommendation of Award  
Roadway Extension for Camden Commerce Park  
ECE Project Number: 180095

Dear Mr. Bowman:

On Monday, February 4<sup>th</sup> at 2:00 pm, a bid opening was held and bids were received and opened for the Roadway Extension for Camden Commerce Park. There were three bids received with Whitehurst Sand Company being the apparent low bidder.

The Project Bid consisted of the Base Bid with five (5) unit price items. The unit price items are contingency items for unsuitable soils and foundation stone as well as an item for additional clearing for the power company.

There was a discrepancy in Whitehurst Sand Company's bid. They notified our office shortly after the bid that they had used the incorrect unit price for Bid Item 103 – Right of Way Clearing. The total amount bid for the unit price item was correct and the total amount for the Base Bid and the sum of the Unit Prices was correct. Whitehurst Sand Company requested that the unit price be changed in the contract award.

After consideration of their request and verifying that this change would not affect the outcome of determination of low bidder, we find their request to be reasonable.

The bid form, bid bond and the required attachments have been reviewed and found to be correct and in conformance with the requirements of the Contract Documents.

Based upon the prices received and the consideration of revising the unit price for Bid Item #103, we recommend a construction contract for the Roadway Extension for Camden Commerce Park be awarded to Whitehurst Sand Company in the amount of \$221,368.05. This award is for the Base Bid including all unit prices.

If we can provide any further information, please advise.

Sincerely,  
  
Sean C. Robey, PE  
Eastern Carolina Engineering, PC



Attachment(s): Copy of the Bid Tab Sheet

Eastern Carolina Engineering, PC  
P. O. Box 128 Camden, North Carolina 27921  
(252) 335-1888 License C-4162  
www.easterncarolinaengineering.com

### Bid Comparison Sheet

#### Roadway Extension for Camden Commerce Park

February 4, 2019



Item #	Description	Quantity	Units	Whitehurst Sand		RPC Contracting		C&W Grading	
				Unit Price	Price	Unit Price	Price	Unit Price	Price
	<b>Base Bid</b>	<b>1</b>	<b>LS</b>	<b>\$ 201,482.49</b>	<b>\$ 201,482.49</b>	<b>\$ 239,320.00</b>	<b>\$ 239,320.00</b>	<b>\$ 250,711.00</b>	<b>\$ 250,711.00</b>
100	Undercut Excavation and Select Backfill	60	CY	\$ 19.25	\$ 1,155.00	\$ 32.00	\$ 1,920.00	\$ 19.50	\$ 1,170.00
101	Additional Select Material	15	CY	\$ 11.75	\$ 176.25	\$ 20.00	\$ 300.00	\$ 15.40	\$ 231.00
102	Trench Foundation Conditioning Stone	60	Ton	\$ 37.25	\$ 2,235.00	\$ 60.00	\$ 3,600.00	\$ 47.15	\$ 2,829.00
103	Right of Way Clearing	0.5	AC	\$ 12,819.31	\$ 6,409.66	\$ 36,300.00	\$ 18,150.00	\$ 17,289.00	\$ 8,644.50
104	Testing Allowance	1	LS	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
	<b>Total Unit Prices</b>				<b>\$ 13,475.91</b>		<b>\$ 27,470.00</b>		<b>\$ 16,374.50</b>
				As Calculated	<b>\$ 214,958.40</b>	As Calculated	\$ 266,790.00	As Calculated	<b>\$ 267,085.50</b>
				As Read	<b>\$ 221,368.05</b>	As Read	\$ 266,790.00	As Read	<b>\$ 277,230.00</b>

### Bid Tab Sheet Roadway Extension for Camden Commerce Park

February 4, 2019  
2:00 PM

Bidder Name	Base Bid	Total Unit Prices	TOTAL BID: Base Bid + Total Unit Prices	Proposal Signed and Completed	Addendum Noted	Bid Bond	Evidence of Authority to work in NC
1 WHITEHURST SAND CO	201,482.49	19,885.56	221,368.05	✓	✓	✓	✓
2 RPC CONTRACTING, INC	239,320.00	27,470.00	266,790.00	✓	✓	✓	✓
3 C&W GRADING & EXCAV, INC	250,711.00	26,519.00	277,230.00	✓	✓	✓	✓

**Motion to approve bid award to Whitehurst Sand Company for roadway extension for Camden Commerce Park.**

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Garry Meiggs, Commissioner
<b>AYES:</b>	White, Krainiak, Meiggs, Riggs, Munro

D. Resolution 2019-03-01



Resolution 2019-03-01

FIRST AMENDMENT TO 1997  
RESOLUTION MODIFYING AND  
AMENDING RESOLUTIONS CREATING  
THE REGIONAL PLANNING COMMISSION  
KNOWN AS THE ALBEMARLE COMMISSION

**WHEREAS**, in 1970 the Counties of Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans and Tyrrell, (the "Initial Counties"), began a regional cooperative effort by creating a regional planning and economic development commission known as the Albemarle Commission; and

**WHEREAS**, the County of Washington was granted membership in 1971 with unanimous consent of the Initial Counties (the Initial Counties and the County of Washington may be referred to individually as a "County" and collectively as the "Counties"); and

**WHEREAS**, N.C. Gen. Stat. ' 153A-391 provides that the Counties may, by unanimous action, modify and amend the resolution creating the Albemarle Commission; and

**WHEREAS**, in 1997, the Counties unanimously modified and amended the resolution creating the Albemarle Commission by adopting that certain document entitled "Resolution Modifying and Amending Resolutions Creating the Regional Planning Commission known as the Albemarle Commission" (the "1997 Resolution"); and

**WHEREAS**, Article II of the 1997 Resolution provides the method for the appointment of delegates by the member Counties, including terms for such appointments, that the governing board of the Albemarle Commission has requested be changed as set forth below; and

**WHEREAS**, the Counties, after due and diligent consideration, desire to modify and

amend the 1997 Resolution through this First Amendment to the 1997 Resolution to change the method for appointment of delegates and the terms for delegates.

**NOW, THEREFORE, BE IT RESOLVED** by each of the Boards of Commissioners for the Counties of Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell and Washington, in separate sessions duly convened, by the adoption and enactment of this First Amendment to the 1997 Resolution by each of the Boards, do hereby modify and amend the 1997 Resolution as follows:

**Section 1.** By replacing Articles I through VIII thereof with the following:

ARTICLE I

NAME

The name of the regional planning commission shall be the ALBEMARLE COMMISSION.

ARTICLE II

ALBEMARLE COMMISSION MEMBERSHIP AND GOVERNING BOARD

A. Albemarle Commission Membership – The Counties of Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell and Washington shall be member governments of the Albemarle Commission. The Albemarle Commission shall be governed by a board of 15 members appointed as follows:

- 1) The governing board of each member government shall appoint one “Commissioner” delegate who must be a member of the member government’s governing board. Commissioner delegates who no longer hold office as an elected member of their member government’s governing board are unable to continue as a delegate unless they can be and are approved as an at large delegate.

2) Four additional "At Large" delegates who do not hold an elective office shall be initially appointed as follows:

- (a) One delegate appointed by Camden County's governing board;
- (b) One delegate appointed by Chowan County's governing board;
- (c) One delegate appointed by Currituck County's governing board;
- (d) One delegate appointed by Dare County's governing board.

The At Large delegates appointed as of the adoption of this Resolution may continue to serve the remainder of their terms as set forth below.

Successors shall thereafter be appointed by the governing board's member governments in a rotating manner which order shall be determined alphabetically until the end of the alphabet is reached and then starting over (e.g., two years after the year in which this Resolution is adopted one delegate would be appointed by each of the following counties: Gates, Hyde, Pasquotank, and Perquimans; two years thereafter, one delegate would be appointed by each of the following counties: Tyrrell, Washington, Camden, and Chowan; and the appointments would continue rotating every two years in this alphabetical manner).

3) The immediate past chair shall serve for one year as an ex-officio, non-voting member unless they can be and are appointed as a Commissioner Delegate or an At Large Delegate.

member governments are encouraged to consider making appointments that will result least four delegates being racial minorities.

B. Terms; Removal; Vacancies – Delegates of the Albemarle Commission shall serve two-year terms. Terms shall be measured by calendar years but shall end on

December 31, regardless of the date of appointment by the appointing authority. A delegate may be removed with or without cause by the appointing member government's governing board. Appointment to fill vacancies shall be made for the remainder of the unexpired term by the respective appointing member government's governing board.

C. Officers; Compensation – Those officers currently serving as of the date of adoption of this resolution, shall continue serving until the next organizational meeting of the Albemarle Commission governing board.

Thereafter, the Albemarle Commission governing board shall hold an organizational meeting annually in January to elect a chair, vice-chair and secretary by simple majority vote of those delegates present and voting at a properly constituted meeting. Only Commissioner delegates, i.e., those delegates who are members of a member government's governing board, shall be eligible to hold an office, other than the non-voting office of immediate past chair.

Delegates may be compensated and reimbursed for their expenses at an appropriate mileage rate by the Albemarle Commission for attendance at meetings of the Albemarle Commission governing board.

### ARTICLE III

#### POWERS AND DUTIES

The Albemarle Commission shall possess the following powers:

- (1) Apply for, accept, receive, and disburse funds, grants, and services made available to it by the State of North Carolina or any agency thereof, the federal government or any agency thereof, any unit of local government or any agency thereof, or any private or civic agency;
- (2) Employ personnel;
- (3) Contract with consultants;

- (4) Contract for services with the State of North Carolina, any other state, the United States, or any agency of those governments;
- (5) Study and inventory regional goals, resources, and problems;
- (6) Prepare and amend regional development plans, which may include recommendations for land use within the region, recommendations concerning the need for and general location of public works of regional concern, recommendations for economic development of the region, and any other relevant matters;
- (7) Cooperate with and provide assistance to federal, state, other regional, and local planning activities within the region;
- (8) Encourage local efforts toward economic development;
- (9) Make recommendations for review and action to its member governments and other public agencies that perform functions within the region;
- (10) Exercise any other power necessary to the discharge of its duties.

#### ARTICLE IV

##### FINANCES

Funding for the Albemarle Commission's administrative and general operational requirements shall, in addition to other funds which might become available, be provided by member governments. Each member government's proportionate share shall be determined by a per capita assessment based on the most recent United States Census. Thereafter, the Albemarle Commission governing board shall develop and adopt, by simple majority vote, an annual budget for each up-coming fiscal year showing the anticipated contribution of each county which budget shall be submitted to the member governments for review and comment not later than May 1.

ARTICLE V

BUDGETARY AND FISCAL CONTROL

The Albemarle Commission budget and fiscal affairs shall comply with the procedures set forth in the Local Government Budget and Fiscal Control Act, Chapter 159, Subchapter III of the North Carolina General Statutes.

The Albemarle Commission shall cause to be made an annual audit of its books and records by an independent certified public accountant at the end of the each fiscal year and a certified copy of the audit shall be filed promptly with each member government.

ARTICLE VI

WITHDRAWAL

A member government may withdraw from the Albemarle Commission by giving at least two years' written notice to the other member governments.

ARTICLE VII

AMENDMENTS

This resolution may be amended, modified or repealed by the unanimous action of the member governments.

ARTICLE VIII

DISSOLUTION


If the Albemarle Commission is dissolved by the unanimous action of the member governments then the proceeds that may be derived from the sale of the Albemarle Commission's assets, less payment of debts and liabilities, shall be distributed among the member governments pursuant to the following formula:

$$\frac{\text{Member Government Population}}{\text{Total population of Member governments}} \times \text{Total Dollar Value of Albemarle Commission assets} = \text{Member government's Share}$$

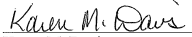
**Section 2.** All provisions of resolutions creating, amending or modifying the 1997 Resolution which are not re-enacted by this resolution, are hereby repealed.

**Section 3.** This resolution shall take effect immediately upon its unanimous adoption by the Counties.

ADOPTED this the 4<sup>th</sup> day of March, 2019.

  
Tom White, Chairman  
Camden County Board of Commissioners

ATTEST:

  
Karen M. Davis  
Clerk to the Board



## Motion to adopt Resolution 2019-03-01 Modifying & Amending Resolution Creating the Regional Planning Commission known as Albemarle Commission.

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Clayton Riggs, Vice Chairman
<b>AYES:</b>	White, Krainiak, Meiggs, Riggs, Munro

### E. Resolution 2019-03-02



Resolution 2019-03-02

A RESOLUTION OF THE CAMDEN COUNTY BOARD OF COMMISSIONERS  
REGARDING THE UNIFIED DEVELOPMENT ORDINANCE  
ADMINISTRATIVE MANUAL

WHEREAS, the Camden County Board of Commissioners approved a revised Unified Development Ordinance (UDO) on February 4, 2019 with the same effective date; and

WHEREAS, the Unified Development Ordinance includes the development procedures and standards for each type of development permit; and

WHEREAS, the Unified Development Ordinance includes several references to an Administrative Manual for guidance on the documents and forms that need to be submitted for staff review; and

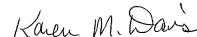
WHEREAS, by locating this material outside the codified UDO and adopting it via Board of Commissioners resolution the contents of the manual may be revised without need of a public hearing as would be required if application-related provisions are maintained as appendices in the UDO.

NOW THEREFORE BE IT RESOLVED, the Camden County Board of Commissioners hereby approves and adopts the Camden County Unified Development Ordinance Administrative Manual Dated March 4, 2019.

Adopted this, the 4<sup>th</sup> day of March, 2019.

  
Tom White, Chairman  
Camden County Board of Commissioners

ATTEST:

  
Karen M. Davis  
Clerk to the Board





**Motion to approve Resolution 2019-03-02 adopting UDO Administrative Manual.**

**RESULT:** PASSED [UNANIMOUS]  
**MOVER:** Clayton Riggs, Vice Chairman  
**AYES:** White, Krainiak, Meiggs, Riggs, Munro

**ITEM 6. CONSENT AGENDA**

1. BOC Meeting Minutes – December 3, 2018
2. BOC/BOE Joint Meeting Minutes – January 24, 2019
3. BOC Meeting Minutes – February 4, 2019
4. Budget Amendments

2018-19-BA025  
CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2019.

Section 1. To amend the General Fund as follows:

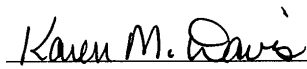
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Expenses</b>			
109990-500000	Contingency	\$4,500	
105000-516400	Maintenance-Grounds	\$4,500	

This Budget Amendment is made to appropriate funds for maintenance clearing of Noblitt Property.

This will result in a reduction to the Contingency of the General Fund.

Balance in Contingency \$35,500.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 4th day of March, 2019.

  
Clerk to Board of Commissioners

  
Chairman, Board of Commissioners



2018-19-BA026  
CAMDEN COUNTY BUDGET AMENDMENT

**BE IT ORDAINED** by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2019.

**Section 1. To amend the General as follows:**

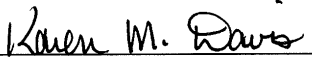
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Expenses</b>			
106600-572000	Capital Outlay		\$9,500
104900-545220	Community Planning	\$ 9,500	
106600-566000	Capital Outlay - Inventory		\$6,100
104900-572000	Capital Outlay	\$ 6,100	

**This Budget Amendment is made to appropriate funds for a wide format plotter/printer replacement for the Planning Department and for the completion of the UDO update.**

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

Balance in Contingency \$40,000.00

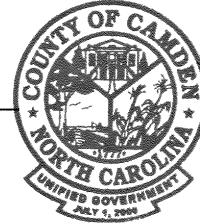
**Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 4th day of March, 2019.**



Clerk to Board of Commissioners



Chairman, Board of Commissioners



2018-19-BA027  
CAMDEN COUNTY BUDGET AMENDMENT

**BE IT ORDAINED** by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2019.

**Section 1. To amend the General Fund as follows:**

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10360510-434706	Dare Program Grant/Donations	\$1,000	
<b>Expenses</b>			
105100-565205	Dare Program	\$1,000	

**This Budget Amendment is made to appropriate funds from a donation for the Dare Program.**

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

Balance in Contingency \$40,000.00

**Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 4<sup>th</sup> day of March, 2019.**

  
\_\_\_\_\_  
Clerk to Board of Commissioners

  
\_\_\_\_\_  
Chairman, Board of Commissioners



2018-19-BA028  
CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2019.

Section 1. To amend the General Fund and SCVFD as follows:

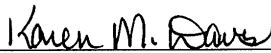
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
40380530-433500	Miscellaneous Revenues	\$22,860	
<b>Expenses</b>			
109990-500000	Contingency		\$22,860
105100-574000	Capital Outlay	\$22,860	
405300-599900	Fund Reserves	\$22,860	

This Budget Amendment is made to appropriate funds for the County's portion of the Fire Department temporary building.

This will result in a reduction to the Contingency of the General Fund.

Balance in Contingency \$17,140.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 4<sup>th</sup> day of March, 2019.

  
Clerk to Board of Commissioners

  
Chairman, Board of Commissioners



5. Tax Collection Report

Tax Collection Report

January 2019

Day	Amount	Amount	Name of Account	Deposits
	\$	\$		\$
2	27,358.35	34,573.09	\$59.68 - Refunds	61,931.44
3	40,040.70	6,950.35	\$0.81 - Refunds	46,991.05
4	43,677.46	42,766.22	\$1.00 - Over	86,443.68
7	20,483.13	67,736.33		
	30,644.24		\$1,928.31 - Refunds	118,863.70
8	22,267.85			22,267.85
9	1,958.24		\$0.01 - Refunds	1,958.24
10	7,911.58			7,911.58
11	4,416.38			4,416.38
14	8,940.03			8,940.03
	23,832.43		\$11.27 - Refunds	
15	3,240.86			3,240.86
16	11,049.20			11,049.20
	305.65			
17	1,932.81			1,932.81
18	13,357.01			13,357.01
22	15,656.60			15,656.60
23	690.00			690.00
24	2,342.62			2,342.62
25	30,628.69			30,628.69
28	3,249.87			
	7,008.41		\$0.22 - Refund	7,008.41
29	2,085.05			2,085.05
	8,015.58		\$294.56 - Refund	8,015.58
30	2,333.31			2,333.31
31	1,668.37			1,668.37
	6,981.49			6,981.49
	522.50			
	\$ 342,598.41	\$ 152,025.99		\$ 466,713.95
	\$ 494,624.40			\$ 494,624.40
		PSN Checks - \$17.00	for info only, fees were paid to PSN	
	\$ 2,294.86	Refund		
	\$ (1.00)	Over		
	\$0.00	Shortage		
	\$0.00	Adjustment		
	\$ 492,328.54			

Submitted by: Lisa S. Anderson Date: 2-4-19

Approved by: Tom White Date: 3-6-19

6. DMV Monthly Report

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County April Renewals Due 05/15/19

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

SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
21,050.28	22,494.36	14,445.14	57,989.78

Witness my hand and official seal this 6<sup>th</sup> day of March, 2019

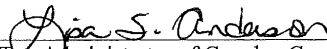
  
Chairman, Camden County Board of Commissioners

Attest:

  
Clerk to the Board of Commissioners of Camden County



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

  
Tax Administrator of Camden County

## 7. Refunds Over \$100.00

ACS Tax System  
2/06/19 16:03:36

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

CAMDEN COUNTY

Refund\$	Remit To:	Reference:	Drawer/Transaction Info:
1,723.26	CAREY, GLENN ALAN 100 HALL DRIVE CHESAPEAKE VA 23322	2018 R 01708100814060000 overpayment r 109261 2018	20190107 1 244571
200.00	CORBO, GLORIA 405 BEECHNUT AVE SOUTH MILLS NC 279769449	2018 R 01-7997-00-84-8816.0000 CHECK OVER \$200. APPLY TO 2019	20190107 1 244557
294.42	HOLUB, WILLIAM J PO BOX 1440 CELINA TX 75009	2018 R 02-8923-00-19-3774.0051 overpayment	20190129 1 244934
2,217.68	Total Refunds		

\*\*\*

Submitted by Lisa S. Anderson Date 2-6-19  
Lisa S. Anderson, Tax Administrator Camden County

Approved by G. Tom White Date 3-6-19  
G. Tom White, Chairman Camden County Board of Commissioners

## 8. Vehicle Refunds Over \$100

REFUND OVER \$100.00

North Carolina Vehicle Tax System																			
NCVTS Pending Refund report																			
JAN, 19 REFUNDS OVER \$100.00																			
Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change	
DOWD, ANTHONY M	DOWD, ANTHONY M		173 RAYMONS CREEK RD	SHILOH, NC 27974	Adjustment >= \$100	0033404768	DKW6414	AUTHORIZED	100215190	Refund Generated due to adjustment on Bill #0033404768-2018-2018-0000-00	Military	01/31/2019	2/1/2019 9:58:05 AM	1643	Tax	(\$103.53)	\$0.00	(\$103.53)	
														3	Tax	(\$1.40)	\$0.00	(\$1.40)	
																		Refund	\$104.93

Submitted by Lisa S. Anderson Date 2-6-19  
Lisa S. Anderson, Tax Administrator Camden County

Approved by G. Tom White Date 3-6-19  
G. Tom White, Chairman Camden County Board of Commissioners

## 9. Pickups, Releases & Refunds

NAME	REASON	NO.
Stephen N. Finley	Foreclosure Fee - (Released- pls. see Pick-up 21328) \$256.25	Pick-up/21327 R-106867-17
Stephen N. Finley	Additional fee - \$54.80 -foreclosure fee has increased \$311.05	Pick-up/21328 R-106867-17
Anthony M. Dowd	Refund - Military Exempt \$104.93	Pick-up/21242 33404768
Michael Willoughby Bell	Rollback taxes \$255.30	Pick-up/21243 R-96843-16 R-104064-17 R-111343-18
Dennis Leroy Wilson, Jr.	Refund- Turned in plates \$138.88	Pick-up/21244 46227464
Eric M. Wood	Adjustment -Correction in value \$330.34	Pick-up/21269 R-99045-16
Eric M. Wood	Adjustment -Correction in value \$344.71	Pick-up/21270 R-106271-17
Eric M. Wood	Adjustment -Correction in value \$359.07	Pick-up/21271 R-113552-18
James Franklin Campbell Jr.	Refund - Turned in Plates \$195.85	Pick-up/21272 39443965



# 10. Home & Community Care Block Grant

NAME AND ADDRESS COMMUNITY SERVICE PROVIDER Albemarle Commission 512 S. Church Street Hertford, NC 27944					Home and Community Care Block Grant for Older Adults County Funding Plan Provider Services Summary					DAAS-732 (Rev. 2/16) County CAMDEN July 1, 2018 through June 30, 2019 REVISION # 1 , DATE : 2/15/19				
Services	A				B Required Local Match	C Net* Serv Cost	D NSIP Subsidy	E Total Funding	F Projected HCCBG Units	G Projected Reimburse Rate	H Projected HCCBG Clients	I Projected Total Units		
	Block Grant Funding													
	Ser. Delivery													
	(Check One)													
	Direct	Purch.	Access	In-Home	Other	Total								
Congregate Meals	X				18875		2097	20972	2170	23142	3192	7.25	57	3192
Home Del. Meals	X				16412		1824	18236	1566	19802	2330	8.5	20	2330
							0	0		0				
							0	0		0				
							0	0		0				
							0	0		0				
							0	0		0				
							0	0		0				
							0	0		0				
							0	0		0				
							0	0		0				
							0	0		0				
							0	0		0				
							0	0		0				
<b>Total</b>			0	0	35287		3921	39208	3736	42944	5522		77	5522

\*Adult Day Care & Adult Day Health Care Net Service Cost  
ADC      ADHC

Daily Care	_____	Certification of required minimum local match availability. Required local match will be expended simultaneously with Block Grant Funding.	 Authorized Signature, Title Community Service Provider	7/15/19 Date
Transportation	_____			
Administrative	_____			
Net Ser. Cost Total	_____			

 Signature, County Finance Officer	2/12/19 Date	 Signature, Chairman, Board of Commissioners	3-6-19 Date
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Home and Community Care Block Grant for Older Adults										DAAS-731 (Rev. 2/16)		
County Funding Plan										County <u>Camden</u>		
County Services Summary										July 1, 2017 through June 30, 2018		
Services	A				B Required Local Match	C Net Service Cost	D NSIP Subsidy	E Total Funding	F Projected HCCBG Units	G Projected Reimbursement Rate	H Projected HCCBG Clients	I Projected Total Units
	Block Grant Funding											
	Access	In-Home	Other	Total								
In-Home Level I		10062			1118	11180		11180	799	14	4	799
In-Home Level II		9128			1014	10142		10142	676	15	6	676
In-Home Level III		8398			933	9331		9331	549	17	2	549
Trans. Grl	16649				1850	18499		18499	1299	14.24	14	1299
Trans. Medical	4162				462	4624		4624	325	14.24	10	325
Adult Day Health Care			13561		1506	15057		15057	301	50	3	301
Congregate Meals			18875		2097	20972	2170	23142	3192	7.25	57	3192
Home Del. Meals			16412		1824	18236	1566	19802	2330	8.5	20	2330
					0	0		0				
					0	0		0				
					0	0		0				
					0	0		0				
					0	0		0				
					0	0		0				
					0	0		0				
<b>Total</b>	20811	27588	48838	97237	10804	108041	3736	111777	9470		116	9470

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

 Signature of Finance Officer	 Signature, Chairman, Board of Commissioners	3-6-19 Date
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Home and Community Care Block Grant for Older Adults										DAAS-731 (Rev. 2/16)		
County Funding Plan										County <u>Camden</u>		
County Services Summary										July 1, 2017 through June 30, 2018		
Services	A				B	C	D	E	F	G	H	I
	Access	Block Grant Funding		Total	Required Local Match	Net Service Cost	NSIP Subsidy	Total Funding	Projected HCCBG Units	Projected Reimbursement Rate	Projected HCCBG Clients	Projected Total Units
In-Home Level I		10062			1118	11180		11180	799	14	4	799
In-Home Level II		9128			1014	10142		10142	676	15	6	676
In-Home Level III		8398			933	9331		9331	549	17	2	549
Trans. Grt	16649				1850	18499		18499	1299	14.24	14	1299
Trans. Medical	4162				462	4624		4624	325	14.24	10	325
Adult Day Health Care			13551		1506	15057		15057	301	50	3	301
Congregate Meals			18875		2097	20972	2170	23142	3192	7.25	57	3192
Home Del. Meals			16412		1824	18236	1566	19802	2330	8.5	20	2330
					0	0		0				
					0	0		0				
					0	0		0				
					0	0		0				
					0	0		0				
					0	0		0				
Total	20811	27588	48838	97237	10804	108041	3736	111777	9470		116	9470

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

*Tom White* 3-6-19  
Signature, Chairman, Board of Commissioners Date

*Sally Noyle*  
Signature of Finance Officer

Home and Community Care Block Grant for Older Adults										DAAS-732 (Rev. 2/16)			
County Funding Plan										County <u>CAMDEN</u>			
Provider Services Summary										July 1, 2018 through June 30, 2019			
REVISION # 1, DATE: 2/15/19													
Services	A				B	C	D	E	F	G	H	I	
	Ser. Delivery		Block Grant Funding		Required Local Match	Net* Serv Cost	NSIP Subsidy	Total Funding	Projected HCCBG Units	Projected Reimburse. Rate	Projected HCCBG Clients	Projected Total Units	
	(Check One)	Access	In-Home	Other	Total								
Congregate Meals	X			18875		2097	20972	2170	23142	3192	7.25	57	3192
Home Del. Meals	X			16412		1824	18236	1566	19802	2330	8.5	20	2330
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						0	0		0				
						0	0		0				
						0	0		0				
						0	0		0				
						0	0		0				
						0	0		0				
						0	0		0				
						0	0		0				
						0	0		0				
						0	0		0				
Total			0	0	35287	35287	3921	39208	3736	42944	5522	77	5522

\*Adult Day Care & Adult Day Health Care Net Service Cost

Daily Care	ADC	ADHC	
Transportation			
Administrative			
Net Ser. Cost Total			

Certification of required minimum local match availability. Required local match will be expended simultaneously with Block Grant Funding.

*Sally Noyle* 2/22/19  
Signature, County Finance Officer Date

*Tom White* 2/15/19  
Authorized Signature, Title  
Community Service Provider Date

*Tom White* 3-6-19  
Signature, Chairman, Board of Commissioners Date

**Motion to approve the Consent Agenda as presented.**

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Garry Meiggs, Commissioner
<b>AYES:</b>	White, Krainiak, Meiggs, Riggs, Munro

**ITEM 7. COUNTY MANAGER'S REPORT**

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Mr. Bowman included the following in his report:

- Charlie Bauman & Donna Stewart represented Camden County at the recent Currituck Business Expo / Job Fair on March 2, 2019.
- The bid package for the Milltown Boat Ramp will go out on March 7, 2019.
- The county phone system is currently going through an upgrade.
- Budget books will be distributed to Department Heads on March 5, 2019 in preparation for FY 2019-2020.
- A joint meeting of the Board of Commissioners and the Board of Education will be held on March 28, 2019 at 6:00 PM at the Public Library.
- The next regular meeting of the Board of Commissioners will be held on April 1, 2019.

**ITEM 8. COMMISSIONERS' REPORTS**

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None.

**ITEM 9. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES**

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

- A. FY 18-19 YTD Finance Report
- B. Library Report
- C. Register of Deeds Report
- D. Community Advisory Committee Report

**ITEM 10. ADJOURN**

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There being no further matters for discussion Chairman White entertained a motion to adjourn.

**Motion to adjourn.**

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Garry Meiggs, Commissioner
<b>AYES:</b>	White, Krainiak, Meiggs, Riggs, Munro

Chairman White adjourned the March 4, 2019 meeting of the Board of Commissioners at 8:40 PM.

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Tom White, Chairman  
Camden County Board of Commissioners

ATTEST:

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Karen M. Davis  
Clerk to the Board