

**Camden County Board of Commissioners  
Regular Meeting  
May 4, 2020; 7:00 PM  
Historic Courtroom  
Camden, North Carolina**

**MINUTES**

The regular meeting of the Camden County Board of Commissioners was held on May 4, 2020 in the Historic Courtroom, Camden, North Carolina. Due to Gov. Roy Cooper's executive order limiting public gatherings to no more than 10 people to reduce the spread of COVID-19, the meeting was streamed live for the benefit of the media and public. Citizens were invited to submit public comments by sending their remarks via email to the Clerk to the Board. Comments submitted were to be read by the Chairman during the live meeting and entered into the Public Record. In order to abide by the Governor's order, the County Manager limited the number of staff present at the meeting and presented the departmental reports.

**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, Randy Krainiak and Ross Munro.

**INVOCATION & PLEDGE OF ALLEGIANCE**

Commissioner Randy Krainiak gave the invocation and led in the Pledge of Allegiance.

**ITEM 1. PUBLIC COMMENTS**

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None.

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

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

**ITEM 3. CONSIDERATION OF THE AGENDA**

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

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

**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

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

**RESULT:** PASSED [UNANIMOUS]  
**MOVER:** Garry Meiggs  
**AYES:** White, Munro, Krainiak, Riggs, Meiggs

**A. Monthly Report – Ken Bowman**

| <p align="center"><i>South Camden Water &amp; Sewer Board</i><br/> <i>Monthly Work Order Statistics Report</i><br/> <i>Period: March 2020</i></p> |                       |                       |                      |                                   |
|---|-----------------------|-----------------------|----------------------|-----------------------------------|
|   | Submitted Work Orders | Completed Work Orders | Percentage Completed | Status of Uncompleted Work Orders |
| Water/Distribution  | 39                    | 39                    | 100%                 | 0                                 |
| Sewer/Collection  | 2                     | 2                     | 100%                 | 0                                 |
| Locates:  |                       |                       |                      |                                   |
| Water Line: 51  |                       |                       |                      |                                   |
| Sewer Line: 18  |                       |                       |                      |                                   |
| Water & Sewer, same ticket:4  |                       |                       |                      |                                   |
| Hydrant flow test:0   |                       |                       |                      |                                   |
| Public Works Director Notes/Comments: Ten work orders have been checked for accuracy.   |                       |                       |                      |                                   |
| Water treated at the water treatment plant in March: 14,495,850 gallons   |                       |                       |                      |                                   |
| Daily average water usage for March: 467,608 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 |
| 2019   |  |                     |             |                    |                  |               |               |                    |                   |
| March  | 104  | 100%                | 0%          | 103                | 1                | 153           | 8             | 4                  | 27                |
| April  | 106  | 100%                | 0%          | 104                | 2                | 99            | 10            | 44                 | 13                |
| May    | 87   | 100%                | 0%          | 85                 | 2                | 126           | 8             | 12                 | 11                |
| June   | 75   | 100%                | 0%          | 75                 | 0                | 58            | 9             | 6                  | 9                 |
| July   | 112  | 100%                | 0%          | 109                | 3                | 63            | 5             | 0                  | 57                |
| August | 104  | 100%                | 0%          | 102                | 2                | 131           | 21            | 1                  | 27                |
| Sept   | 82   | 100%                | 0%          | 80                 | 2                | 131           | 20            | 4                  | 0                 |
| Oct    | 99   | 100%                | 0%          | 97                 | 2                | 257           | 10            | 5                  | 0                 |
| Nov    | 144  | 100%                | 0%          | 143                | 1                | 275           | 6             | 2                  | 0                 |
| Dec    | 80   | 100%                | 0%          | 80                 | 0                | 106           | 7             | 1                  | 0                 |
| 2020   |  |                     |             |                    |                  |               |               |                    |                   |
| Jan    | 111  | 100%                | 0%          | 110                | 1                | 47            | 8             | 9                  | 0                 |
| Feb    | 48   | 100%                | 0%          | 47                 | 1                | 92            | 6             | 0                  | 0                 |
| March  | 41   | 100%                | 0%          | 39                 | 2                | 51            | 18            | 4                  | 0                 |
|        | Public Works Director Notes/Comments:<br>(outstanding maintenance issues staffing issues, etc) |                     |             |                    |                  |               |               |                    |                   |

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

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

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

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

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

Chairman White reconvened the Board of Commissioners.

**ITEM 4. NEW BUSINESS**

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A. Tax Report – Ken Bowman

| <b><u>MONTHLY REPORT OF THE TAX ADMINISTRATOR TO THE<br/>CAMDEN COUNTY BOARD OF COMMISSIONERS</u></b> |                             |                                 |
|---|-----------------------------|---------------------------------|
| <b><u>OUTSTANDING TAX DELINQUENCIES BY YEAR</u></b>   |                             |                                 |
| <b><u>YEAR</u></b>  | <b><u>REAL PROPERTY</u></b> | <b><u>PERSONAL PROPERTY</u></b> |
| 2019  | 368,032.45                  | 38,195.66                       |
| 2018  | 73,731.48                   | 2,835.35                        |
| 2017  | 27,600.00                   | 2,833.33                        |
| 2016  | 13,854.81                   | 1,904.40                        |
| 2015  | 8,914.16                    | 944.99                          |
| 2014  | 11,144.94                   | 1,228.71                        |
| 2013  | 7,447.15                    | 4,851.16                        |
| 2012  | 5,778.79                    | 7,734.37                        |
| 2011  | 4,672.66                    | 6,296.77                        |
| 2010  | 4,149.58                    | 4,642.02                        |

|   |                         |
|---|-------------------------|
| TOTAL REAL PROPERTY TAX UNCOLLECTED                   | 525,326.02              |
| TOTAL PERSONAL PROPERTY UNCOLLECTED                   | 71,466.76               |
| TEN YEAR PERCENTAGE COLLECTION RATE                   | 99.21%                  |
| COLLECTION FOR 2020 vs. 2019                          | 74,019.68 vs. 66,654.69 |
| <b><u>LAST 3 YEARS PERCENTAGE COLLECTION RATE</u></b> |                         |
| 2019  | 94.72%                  |
| 2018  | 98.98%                  |
| 2017  | 99.57%                  |

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

ENDING February 2020

## **BY TAX ADMINISTRATOR**

|    |   |
|----|---|
| 20 | NUMBER DELINQUENCY NOTICES SENT   |
| 6  | FOLLOWUP REQUESTS FOR PAYMENT SENT  |
| 0  | NUMBER OF WAGE GARNISHMENTS ISSUED  |
| 0  | NUMBER OF BANK GARNISHMENTS ISSUED  |
| 10 | NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR TO DELINQUENT TAXPAYER |
| 0  | NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)                            |
| 0  | PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF TAX ADMINISTRATOR                |
| 0  | NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO COUNTY ATTORNEY                     |
| 0  | NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR COLLECTION (I.D. AND STATUS) |
| 0  | REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS                                |
| 0  | NUMBER OF JUDGMENTS FILED   |

### 30 Largest Unpaid – Real

| Roll | Parcel Number           | Unpaid Amount | YrsDltg | Taxpayer Name                 | City        | Property Address      |
|------|-------------------------|---------------|---------|-------------------------------|-------------|-----------------------|
| R    | 01-7989-00-01-1714.0000 | 7,418.60      | 10      | CHARLES MILLER HEIRS          | SOUTH MILLS | HORSESHOE RD          |
| R    | 01-8929-00-34-2503.0000 | 7,166.08      | 1       | STONEBRIAR COMMERCIAL FINANCE | SOUTH MILLS |                       |
| R    | 03-8943-02-65-7700.0000 | 6,565.85      | 1       | BRUCE TIMOTHY WARREN          | SHILOH      | 131 COOKS LANDING RD  |
| R    | 02-8934-01-18-8282.0000 | 5,567.30      | 1       | BRIDGET CARTWRIGHT JOHNSON    | CAMDEN      | 144 158 US W          |
| R    | 03-8899-00-16-2671.2425 | 5,133.98      | 1       | SPRING LOTUS LLC              | SHILOH      | 141 EDGEWATER DR      |
| R    | 02-8934-01-17-4778.0000 | 5,094.04      | 3       | LARRY G. LAMB SR              | CAMDEN      | 152 158 US W          |
| R    | 02-8934-01-18-6001.0000 | 4,970.13      | 1       | LINDA SUE LAMB HINTON         | CAMDEN      | 150 158 US W          |
| R    | 02-8935-02-66-7093.0000 | 4,702.59      | 2       | B. F. ETHERIDGE HEIRS         | CAMDEN      | 158 US E              |
| R    | 02-8944-00-87-7021.0000 | 4,233.91      | 1       | MARK M. BRIGMAN SR & LISA L.  | CAMDEN      | 175 MCKIMMEY RD       |
| R    | 03-8899-00-45-2682.0000 | 3,839.99      | 10      | SEAMARK INC.                  | SHILOH      | HOLLY RD              |
| R    | 02-8944-00-36-1417.0000 | 3,816.88      | 1       | ROSA ALICE FEREBEE HEIRS      | CAMDEN      | 165 IVY NECK RD       |
| R    | 03-8972-00-54-4332.0000 | 3,764.55      | 1       | GILBERT WAYNE OVERTON &       | SHILOH      | 1330 343 HWY S        |
| R    | 02-8944-00-75-7172.0000 | 3,376.93      | 1       | KIM SAWYER                    | CAMDEN      | 110 MILL DAM RD N     |
| R    | 03-9809-00-23-8838.0000 | 3,325.38      | 1       | WILLIAM DAVID BYRUM           | SHILOH      | 112 HIGH RD           |
| R    | 02-8934-01-18-8072.0000 | 3,234.74      | 1       | ARNOLD AND THORNLEY, INC.     | CAMDEN      | 146 158 US W          |
| R    | 02-8944-00-51-7111.0000 | 3,065.60      | 1       | FLOYD & JUNE T. ETHERIDGE     | CAMDEN      | 110 BILLETS BRIDGE RD |
| R    | 01-7090-00-64-6040.0000 | 2,949.86      | 1       | LINTON RIDDICK                | SOUTH MILLS | 129 LILLY RD          |
| R    | 02-8935-01-08-8786.0000 | 2,940.10      | 1       | LINWOOD GREGORY               | CAMDEN      | 253 SLEEPY HOLLOW RD  |
| R    | 02-8934-01-29-4617.0000 | 2,923.24      | 1       | JAMES B. SEYMOUR ETAL         | CAMDEN      | 112 158 US W          |
| R    | 02-8945-00-41-2060.0000 | 2,922.52      | 1       | LASELLE ETHERIDGE SR. HEIRS   | CAMDEN      | 168 BUSHELL RD        |
| R    | 02-8943-01-17-4388.0000 | 2,909.12      | 1       | THOMAS REESE                  | CAMDEN      | 301 JAPONICA DR       |
| R    | 01-7081-00-52-7312.0000 | 2,805.98      | 1       | WILLIAM K. COLONNA            | SOUTH MILLS | 256 CULPEPPER RD      |
| R    | 02-8923-00-19-3774.0040 | 2,720.76      | 1       | NMJ PROPERTIES LLC            | CAMDEN      | 431 158 US W          |
| R    | 02-8944-00-99-1027.0000 | 2,716.91      | 2       | JOHNNIE MERCER HEIRS          | CAMDEN      | MCKIMMEY RD           |
| R    | 03-8973-00-22-3033.0000 | 2,660.14      | 1       | TAYLOR LEIGH PROPERTIES LLC   | SHILOH      | 899 SANDY HOOK RD     |
| R    | 01-7090-00-64-4058.0000 | 2,572.41      | 1       | GODFREY RIDDICK               | SOUTH MILLS | 131 LILLY RD          |
| R    | 01-7999-00-62-3898.0000 | 2,568.65      | 1       | MICHAEL ASKEW                 | SOUTH MILLS | 257 A OLD SWAMP RD    |
| R    | 01-7997-00-75-4295.0000 | 2,537.15      | 1       | JACKIE E BAILEY               | SOUTH MILLS | 100 ROBIN CT W        |
| R    | 03-8962-00-67-1021.0000 | 2,509.41      | 3       | CECIL BARNARD HEIRS           | SHILOH      | WICKHAM RD            |
| R    | 02-8943-01-06-9013.0000 | 2,459.32      | 1       | JEWEL H. DAVENPORT            | CAMDEN      | WINDY HEIGHTS DR      |

### 30 Oldest Unpaid – Real

| Roll | Parcel Number           | YrsDlq | Unpaid Amount | Taxpayer Name                 | City        | Property Address     |
|------|-------------------------|--------|---------------|-------------------------------|-------------|----------------------|
| R    | 01-7989-00-01-1714.0000 | 10     | 7,418.60      | CHARLES MILLER HEIRS          | SOUTH MILLS | HORSESHOE RD         |
| R    | 03-8829-00-45-2682.0000 | 10     | 3,839.99      | SEAMARK INC.                  | SHILOH      | HOLLY RD             |
| R    | 01-7080-00-62-1977.0000 | 10     | 2,034.38      | SANDERS CROSSING OF CAMDEN CO | SOUTH MILLS | 117 OTHERS PL        |
| R    | 03-8952-00-95-8737.0000 | 10     | 2,032.30      | AUDREY TILLET                 | SHILOH      | 171 NECK RD          |
| R    | 03-8943-04-93-8214.0000 | 10     | 1,987.78      | L. P. JORDAN HEIRS            | SHILOH      | 108 CAMDEN AVE       |
| R    | 01-7988-00-91-0179.0001 | 10     | 1,929.64      | THOMAS L. BROTHERS HEIRS      | SOUTH MILLS |                      |
| R    | 01-7999-00-32-3510.0000 | 10     | 1,856.74      | LEAH BARCO                    | SOUTH MILLS | 195 BUNKER HILL RD   |
| R    | 01-7999-00-12-8596.0000 | 10     | 1,787.55      | MOSES MITCHELL HEIRS          | SOUTH MILLS | 165 BUNKER HILL RD   |
| R    | 01-7989-04-60-1568.0000 | 10     | 945.00        | EMMA BRITE HEIRS              | SOUTH MILLS | 116 BLOODFIELD RD    |
| R    | 01-7989-04-60-1954.0000 | 10     | 922.16        | CHRISTINE RIDDICK             | SOUTH MILLS | 105 BLOODFIELD RD    |
| R    | 01-7090-00-60-5052.0000 | 10     | 777.91        | JOE GRIFFIN HEIRS             | SOUTH MILLS | 117 GRIFFIN RD       |
| R    | 02-8936-00-24-7426.0000 | 10     | 670.53        | BERNICE PUGH                  | CAMDEN      | 113 BOURBON ST       |
| R    | 03-9809-00-24-6222.0000 | 10     | 636.33        | DAVID B. KIRBY                | SHILOH      | 499 SAILBOAT RD      |
| R    | 02-8955-00-13-7846.0000 | 10     | 583.82        | MARIE MERCER                  | CAMDEN      | IVY NECK RD          |
| R    | 03-8980-00-61-1968.0000 | 10     | 313.93        | WILLIAMSBURG VACATION         | SHILOH      | CAMDEN POINT RD      |
| R    | 01-7090-00-95-5262.0000 | 10     | 253.12        | JOHN F. SAWYER HEIRS          | SOUTH MILLS | OLD SWAMP RD         |
| R    | 03-8980-00-84-0931.0000 | 10     | 252.86        | CARL TEUSCHER                 | SHILOH      | 218 BROAD CREEK RD   |
| R    | 03-9809-00-45-1097.0000 | 10     | 201.43        | MICHAEL OBER                  | SHILOH      | CENTERPOINT RD       |
| R    | 03-8899-00-37-0046.0000 | 10     | 152.13        | ELIZABETH LONG                | SHILOH      | HIBISCUS             |
| R    | 03-9809-00-17-2462.0000 | 10     | 138.72        | TODD ALLEN RIGGS              | SHILOH      | LITTLE CREEK RD      |
| R    | 03-8962-00-04-9097.0000 | 9      | 2,509.41      | CECIL BARNARD HEIRS           | SHILOH      | NECK RD              |
| R    | 03-8990-00-64-8379.0000 | 9      | 1,088.57      | CHRISTOPHER FROST-JOHNSON     | SHILOH      | LITTLE CREEK RD      |
| R    | 02-8935-01-07-0916.0000 | 9      | 846.93        | ROSETTA MERCER INGRAM         | CAMDEN      | 227 SLEEPY HOLLOW RD |
| R    | 03-8942-00-70-7529.0000 | 9      | 674.58        | WAYL SNOWDEN                  | SHILOH      | WICKHAM RD           |
| R    | 01-7989-04-90-0938.0000 | 9      | 629.27        | DORIS EASON                   | SOUTH MILLS | 1352 343 HWY N       |
| R    | 03-8962-00-60-7648.0000 | 9      | 281.11        | FRANK WRIGHT ETAL             | SHILOH      | WICKHAM RD           |
| R    | 03-8965-00-37-2424.0000 | 8      | 2,099.04      | DORA EVANS FORBES             | SHILOH      | 352 SANDY HOOK RD    |
| R    | 01-7091-00-64-6569.0000 | 8      | 1,385.62      | CLARENCE D. TURNER JR.        | SOUTH MILLS | STINGY LN            |
| R    | 03-8962-00-55-5300.0000 | 8      | 427.31        | OCTAVIA COPELAND HEIRS        | SHILOH      | 457 NECK RD          |
| R    | 03-8899-00-36-1568.0000 | 8      | 400.52        | PETER BUTSAVAGE               | SHILOH      | HIBISCUS RD          |

### 30 Largest Unpaid – Personal

| Roll | Parcel Number | Unpaid Amount | YrsDlq | Taxpayer Name                | City        | Property Address     |
|------|---------------|---------------|--------|------------------------------|-------------|----------------------|
| P    | 0001709       | 2,183.53      | 10     | JOHN MATTHEW CARTER          | CAMDEN      | 150 158 HWY          |
| P    | 0001591       | 859.53        | 1      | HERBERT LEE BYRUM            | CAMDEN      | BILLETTS BRIDGE RD   |
| P    | 0000295       | 792.09        | 1      | HENDERSON AUDIOMETRICS, INC. | CAMDEN      | 330 158 HWY E        |
| P    | 0001104       | 673.59        | 3      | MICHAEL & MICHELLE STONE     | CAMDEN      | 107 RIDGE ROAD       |
| P    | 0001046       | 663.65        | 8      | THIEN VAN NGUYEN             | SHILOH      | 133 EDGEWATER DR     |
| P    | 0001538       | 653.15        | 10     | JEFFREY EDWIN DAVIS          | CAMDEN      | 431 158 US W         |
| P    | 0000738       | 618.22        | 10     | LESLIE ETHERIDGE JR          | CAMDEN      | 431 158 US W         |
| P    | 0001072       | 569.40        | 10     | PAM BUNDY                    | SHILOH      | 105 AARON DR         |
| P    | 0000297       | 517.95        | 3      | ADAM D. & TRACY J.W. JONES   | CAMDEN      | 133 WALSTON LN       |
| P    | 0002924       | 497.77        | 2      | PAUL BEAUMONT                | SHAWBORO    | 106 DEERFIELD TRL    |
| P    | 0001827       | 483.28        | 8      | KAREN BUNDY                  | CAMDEN      | 431 158 US W         |
| P    | 0002941       | 453.90        | 1      | BARKER'S TRUCKING, INC       | SHILOH      | 108 SASSAFRAS LN     |
| P    | 0002194       | 431.34        | 5      | DAVID LEE HALL JR            | SHILOH      | 849 SANDY HOOK RD S  |
| P    | 0001681       | 414.72        | 8      | STEVE WILLIAMS               | CAMDEN      | 150 158 HWY W        |
| P    | 0001230       | 411.11        | 8      | JAMES NYE                    | SOUTH MILLS | 101 ROBIN CT W       |
| P    | 0000846       | 403.85        | 1      | TOAN TRINH                   | SHILOH      | 229 SAILBOAT RD      |
| P    | 0001546       | 343.89        | 2      | GEORGE ROWLAND               | CAMDEN      | 431 158 US W         |
| P    | 0003399       | 302.87        | 1      | JAIME ARMANDO ARIZAGA        | SOUTH MILLS | 182 CULPEPPER RD     |
| P    | 0001694       | 288.99        | 8      | THOMAS B.THOMAS HEIRS        | CAMDEN      | 150 158 HWY W        |
| P    | 0000772       | 288.86        | 5      | COSBY BAKER                  | SOUTH MILLS | 114 BINGHAM RD       |
| P    | 0002194       | 285.59        | 2      | AARON MICHAEL WHITE          | SHILOH      | 849 SANDY HOOK RD S  |
| P    | 0001106       | 242.94        | 10     | JAMI ELIZABETH VANHORN       | SOUTH MILLS | 112 MAIN ST          |
| P    | 0002525       | 239.04        | 1      | JOSEPH VINCENT CARDYN        | SHILOH      | 260 ONE MILL RD      |
| P    | 0001952       | 238.91        | 8      | SANDY BOTTOM MATERIALS, INC  | SOUTH MILLS | 319 PONDEROSA RD     |
| P    | 0000905       | 232.45        | 2      | KEVIN & STACY ANDERSON       | SHILOH      | 111 AARON DR         |
| P    | 0001976       | 205.03        | 2      | ANA ALICIA MARTINEZ LOPEZ    | SHILOH      | 110 AARON DR         |
| P    | 0002442       | 200.37        | 3      | GERALD WHITE STALLS JR       | SOUTH MILLS | 116 CHRISTOPHERS WAY |
| P    | 0001408       | 193.32        | 2      | SHELLY MARIE AMMON           | SOUTH MILLS | 612 MAIN STREET      |
| P    | 0003109       | 181.33        | 1      | CHAI SCOTT CAREY             | SOUTH MILLS | 206 SHARON CHURCH RD |
| P    | 0001693       | 161.46        | 10     | ALLIANCE NISSAN              | CAMDEN      | 158 HWY W            |


### 30 Oldest Unpaid – Personal

| Roll | Parcel Number | YrsDlq | Unpaid Amount | Taxpayer Name                | City        | Property Address      |
|------|---------------|--------|---------------|------------------------------|-------------|-----------------------|
| P    | 0001709       | 10     | 2,183.53      | JOHN MATTHEW CARTER          | CAMDEN      | 150 158 HWY           |
| P    | 0001046       | 10     | 663.65        | THIEN VAN NGUYEN             | SHILOH      | 133 EDGEWATER DR      |
| P    | 0001538       | 10     | 653.15        | JEFFREY EDWIN DAVIS          | CAMDEN      | 431 158 US W          |
| P    | 0000738       | 10     | 618.22        | LESLIE ETHERIDGE JR          | CAMDEN      | 431 158 US W          |
| P    | 0001072       | 10     | 569.40        | PAM BUNDY                    | SHILOH      | 105 AARON DR          |
| P    | 0001827       | 10     | 483.28        | KAREN BUNDY                  | CAMDEN      | 431 158 US W          |
| P    | 0001106       | 10     | 242.94        | JAMI ELIZABETH VANHORN       | SOUTH MILLS | 612 MAIN ST           |
| P    | 0001693       | 10     | 161.46        | ALLIANCE NISSAN              | CAMDEN      | 158 HWY W             |
| P    | 0001639       | 9      | 123.29        | CAREY FARMS, INCORPORATED    | SOUTH MILLS | 202 SHARON CHURCH     |
| P    | 0001681       | 8      | 414.72        | STEVE WILLIAMS               | CAMDEN      | 150 158 HWY W         |
| P    | 0001230       | 8      | 411.11        | JAMES NYE                    | SOUTH MILLS | 101 ROBIN CT W        |
| P    | 0001694       | 8      | 288.99        | THOMAS B.THOMAS HEIRS        | CAMDEN      | 150 158 HWY W         |
| P    | 0001952       | 8      | 238.91        | SANDY BOTTOM MATERIALS, INC  | SOUTH MILLS | 319 PONDEROSA RD      |
| P    | 0000772       | 7      | 288.86        | COSBY BAKER                  | SOUTH MILLS | 114 BINGHAM RD        |
| P    | 0002194       | 5      | 431.34        | DAVID LEE HALL JR            | SHILOH      | 849 SANDY HOOK RD S   |
| P    | 0000905       | 4      | 232.45        | KEVIN & STACY ANDERSON       | SHILOH      | 111 AARON DR          |
| P    | 0000295       | 4      | 792.09        | HENDERSON AUDIOMETRICS, INC. | CAMDEN      | 330 158 HWY E         |
| P    | 0000846       | 4      | 403.85        | TOAN TRINH                   | SHILOH      | 229 SAILBOAT RD       |
| P    | 0000385       | 4      | 121.17        | MARK SANDERS OVERMAN         | SHAWBORO    | 116 GARRINGTON ISLAND |
| P    | 0002921       | 4      | 120.68        | CYNTHIA MAE BLAIN            | SOUTH MILLS | 122 DOCK LANDING LOOP |
| P    | 0000770       | 4      | 108.00        | MARSHA GAIL BOGUES           | CAMDEN      | 276 BELCROSS RD       |
| P    | 0002079       | 4      | 106.35        | OCTAVIUS BANKS III           | SOUTH MILLS | 262 OLD SWAMP RD      |
| P    | 0001104       | 3      | 673.59        | MICHAEL & MICHELLE STONE     | CAMDEN      | 107 RIDGE ROAD        |
| P    | 0000297       | 3      | 517.95        | ADAM D. & TRACY J.W. JONES   | CAMDEN      | 133 WALSTON LN        |
| P    | 0001976       | 3      | 205.03        | ANA ALICIA MARTINEZ LOPEZ    | SHILOH      | 110 AARON DR          |
| P    | 0002442       | 3      | 200.37        | GERALD WHITE STALLS JR       | SOUTH MILLS | 116 CHRISTOPHERS WAY  |
| P    | 0001408       | 3      | 193.32        | SHELLY MARIE AMMON           | SOUTH MILLS | 612 MAIN STREET       |
| P    | 0000945       | 3      | 145.18        | RAMONA F. TAZEWEEL           | CAMDEN      | 239 SLEEPY HOLLOW RD  |
| P    | 0001150       | 3      | 136.45        | WILLIAM MICHAEL STONE        | CAMDEN      | 130 MILL DAM RD S     |
| P    | 0001689       | 3      | 125.28        | MICHAEL WAYNE MYERS          | SOUTH MILLS | 107 ROBIN DR          |

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

**RESULT:** PASSED [UNANIMOUS]  
**MOVER:** Ross Munro  
**AYES:** White, Munro, Krainiak, Riggs, Meiggs


**B. EMS Agreement – Ken Bowman**

|  |   |
|--|---|
| <p>NORTH CAROLINA<br/>PASQUOTANK COUNTY</p> <p>EMERGENCY MEDICAL<br/>SERVICES AGREEMENT<br/>(1 Year Extension)</p> <p>THIS AGREEMENT is entered into this <u>14<sup>th</sup></u> day of May, 2020, by and between the<br/><b>COUNTY OF PASQUOTANK</b>, North Carolina, a body corporate and politic existing pursuant<br/>to the laws of the State of North Carolina, ("Pasquotank"), and the <b>COUNTY OF CAMDEN</b>,<br/>North Carolina, a body corporate and politic existing pursuant to the laws of the State of North<br/>Carolina, ("Camden"):</p> <p>WITNESSETH:</p> <p><u>Recitals</u></p> <p>The following recitals are incorporated as an integral part of this Agreement.</p> <p><b>WHEREAS</b>, on June 9, 2017 Pasquotank and Camden entered into an Agreement<br/>whereby Pasquotank provided Emergency Medical Services ("EMS") to Camden in return for a<br/>payment; and</p> <p><b>WHEREAS</b>, the Agreement between the parties is set to expire on June 30, 2020; and</p> <p><b>WHEREAS</b>, the parties desire to extend the Agreement for an additional year on the<br/>same terms and conditions including a three percent (3%) increase for the cost of the service.</p> <p>NOW, THEREFORE, in consideration of the terms, conditions, and covenants expressed<br/>herein the parties agree as follows:</p> <p>1. The Agreement for Emergency Medical Services dated June 9, 2017 is extended for<br/>an additional year except for the following modifications:</p> <p>Section 2.1 – The term of this Agreement shall commence on July 1, 2020 and shall<br/>continue until June 30, 2021.</p> | <p>Section 3.2 – Responsibilities of Camden: Camden shall pay the sum of \$562,248 for<br/>the period of July 1, 2020 to June 30, 2021 (fiscal year 2020-2021).</p> <p>Except as herein amended, the Agreement between the parties dated June 9, 2017 shall<br/>remain in full force and effect and is incorporated herein by reference.</p> <p>IN WITNESS WHEREOF, the parties have executed this Agreement on the date first<br/>above written, the Agreement having been approved by the respective governing bodies of both<br/>Pasquotank and Camden.</p> <p><b>CAMDEN COUNTY</b> -<br/><u>Tom White</u><br/>Tom White, Chairman<br/>Board of Commissioners<br/>Date &amp; Time: <u>5-14-20 1:30 PM</u></p> <p>ATTEST:<br/><u>Ken M. Davis</u><br/>Clerk to the Board</p> <p>(SEAL)</p> <p>This instrument has been preaudited in the manner required by the Local Government Budget<br/>and Fiscal Control Act.</p> <p><u>Stephanie B Jackson</u><br/>Camden County Finance Officer<br/>Date &amp; Time: <u>5-14-2020</u></p> |
| <p><b>PASQUOTANK COUNTY</b><br/><u>Jeff Dixon</u><br/>Jeff Dixon, Chairman<br/>Board of Commissioners<br/>Date &amp; Time: <u>5-14-20 10:56</u></p> <p>ATTEST:<br/><u>Lynn B. Scott</u><br/>Lynn B. Scott<br/>Clerk to the Board</p>    |   |

**Motion to extend the current Emergency Medical Services Agreement for 12 months and approve as presented.**

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

C. Hazard Mitigation Grant Program Bid Award – Ken Bowman

|   |  |
|---|--|
|  <p><b>h c p</b><br/>HOLLAND CONSULTING PLANNERS</p>   | <i>Over 30 Years of Service<br/>Established 1987</i>   |
| <p><b>MEMORANDUM</b></p> <p>To: Camden County Board of Commissioners<br/>From: C. Ryan Cox, CFM, Project Manager<br/>Date: April 28, 2020<br/>Re: Selection of Residential Contractors for the Hurricane Matthew HMGP Program<br/>Bid Opening April 2, 2020</p> <p><u><b>Background</b></u></p> <p>Camden County has received Hazard Mitigation Grant Program (HMGP) funds to assist victims of Hurricane Matthew through Mitigation Reconstruction. In March 2020, we solicited bids from several residential contractors for the reconstruction of two units. An advertisement for the mandatory pre-bid meeting and subsequent bid opening was published in <i>The Daily Advance</i> and the Historically Underutilized Businesses (HUB) website, as well as sent to eighty-seven firms from the HCP Contractors List. The pre-bid meeting was held on March 19, 2020, where the scopes of work for the reconstruction of two (2) units were discussed with interested contractors. The bid opening was held on April 2, 2020, at 11:00 AM.</p> <p><u><b>Unit R1 – Ahrend – 258 Bingham Road, South Mills, NC</b></u></p> <p>Bids were received from:</p> <ul style="list-style-type: none"><li>• Dozier Built, LLC - \$115,000.00</li><li>• Paul Woolard Construction, Inc. - \$138,892.00</li><li>• Holland Construction Co. - \$128,000.00</li></ul> <p>Although Dozier Built, LLC, was the low bidder, the firm failed to submit the required bid forms; therefore, we recommend <u><b>Holland Construction Company</b></u> for award as the second low bidder.</p> <p><u><b>Unit R2 – Spence – 1348 N. Highway 343, South Mills, NC</b></u></p> <p>Bids were received from:</p> <ul style="list-style-type: none"><li>• Paul Woolard Construction, Inc. - \$149,358.00</li><li>• Holland Construction Co. - \$131,000.00</li></ul> <p>We recommend <u><b>Holland Construction Company</b></u> for award as the low bidder.</p> <p>CRC:cmr</p> |  |
| <p>3329 Winklesville Avenue, Suite F<br/>Wilmington, North Carolina 28403<br/>Phone: 910.392.0050 • Fax 910.392.2639</p>  | <p>717 West Main Street, Suite 704<br/>Washington, North Carolina 27888<br/>Phone: 252.946.0877 • Fax 910.392.2639</p> |

**Motion to award the reconstruction contract to Holland Construction Company.**

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

## D. Commerce Park Access Road – Ken Bowman

The county has received serious interest from a business prospect to lease/purchase a parcel of the county owned property (unused spray field) just south of the Commerce Park. In order to accommodate the prospect's needs the county is responsible for providing access from the Commerce Park across two large ditches and into the property. The county has had construction plans prepared and has requested bids to install the culverts and construct 160 feet of access road.

| Whitehurst Sand Company   |   | Whitehurst Sand Company                           |  |
|---|---|---|--|
| North Carolina General Contractor – License 38655   |   | North Carolina General Contractor – License 38655 |  |
| <p>April 10, 2020</p> <p>Camden County<br/>Attn: Dan Porter, Planning Director<br/>PO Box 74<br/>Camden, NC 27921</p> <p>Subject: New Southern Access Road for Camden Commerce Park</p> <p>Thank you for contacting Whitehurst Sand Company and allowing us the opportunity to provide this proposal to you. Our pricing is based on plans and specifications prepared by Eastern Carolina Engineering, PC. Said plans were signed and sealed by Sean C. Robey on March 12, 2020.</p> <p><b>Scope of Work</b></p> <ul style="list-style-type: none"> <li>• Mobilization</li> <li>• Construction Staking and Layout</li> <li>• Geotechnical Testing (Subgrade, Stone and Asphalt)</li> <li>• Clearing and Grubbing</li> <li>• 24" Topsoil Stripping/Undercut</li> <li>• Additional cut to achieve sub-grade (ditching)</li> <li>• Dispose of excess site generated spoils off site</li> <li>• Off Site Select Fill as needed to achieve sub-grade</li> <li>• Place/Compact/Fine Grade select fill</li> <li>• Grade Limits of Disturbance</li> <li>• Install &amp; Maintain Silt Fence</li> <li>• Construction Entrance</li> <li>• Check Dams</li> <li>• Class B Rip Rap as shown</li> <li>• 160 LF of 48" CPP</li> <li>• 8" ABC Stone</li> <li>• Place/Compact/Fine Grade ABC Stone</li> <li>• 4" Asphalt Paving</li> <li>• Roadway Barriercuts</li> <li>• Seed and straw all disturbed areas</li> </ul> <p><b>Lump Sum Base Bid for the above Scope of Work -</b> \$103,626.75</p> <p><b>Unit Pricing</b></p> <p>1. Undercut unsuitable soils and replace with off site select fill - \$30.00/CY</p> <p>All asphalt prices in this proposal are based on the NCDOT Monthly Terminal F.O.B. Asphalt Binder Price of \$492.86 per ton for the month of April 2020. If the asphalt cement price fluctuates from this stated price at any time during the performance of the asphalt work, we reserve the right to adjust our prices in accordance with the NCDOT Monthly Terminal F.O.B. Asphalt Binder Prices. These prices can be located at the following web address:<br/><a href="https://connect.ncdot.gov/projects/construction/Pages/Pavement-Construction-Prices.aspx">https://connect.ncdot.gov/projects/construction/Pages/Pavement-Construction-Prices.aspx</a></p> <p>233 Woodville Road<br/>Hertford, NC 27944</p> <p>www.whitehurstsand.com</p> <p>(252) 264-3027 Office<br/>(252) 264-2712 Fax</p> | <p><b>Exclusions</b></p> <ul style="list-style-type: none"> <li>• Permitting</li> <li>• Bonding</li> <li>• Tap Fees</li> <li>• Impact Fees</li> <li>• As-Built Survey</li> <li>• Chain Link Fencing/Ornamental Fencing/Gates</li> <li>• Proposed Trees/Shrubs</li> <li>• Pest Control</li> <li>• Existing Utility Removal/Relocation</li> <li>• Hazardous Waste Removal</li> <li>• Pipe Bollards</li> <li>• Site Related Electrical Work, Conduits, Light Poles or Bases</li> <li>• Irrigation Systems, Controls or Conduits</li> <li>• Flagpole or Bases</li> <li>• Gas Line or Piping</li> <li>• Any other work not specifically mentioned in the Base Bid Scope of Work shown on pages 1-2 of this proposal.</li> </ul> <p>Should you have any questions, please do not hesitate to contact me at the office or on my mobile. That number is (252) 312-7999. We look forward to working with you on this project.</p> <p>Respectfully Submitted,<br/><b>Patrick Whitehurst</b><br/>Patrick Whitehurst<br/>Project Manager/Estimator</p> <p>233 Woodville Road<br/>Hertford, NC 27944</p> <p>www.whitehurstsand.com</p> <p>(252) 264-3027 Office<br/>(252) 264-2712 Fax</p> |   |  |

| RPC Contracting, Inc.   |  | RPC Contracting, Inc. |  |
|---|--|-----------------------|--|
| License # 34430   |  | License # 34430       |  |
| <p>April 13, 2020</p> <p>Project: Camden County Commerce Park New Southern Access Road<br/>Box Park Boulevard<br/>South Mills, NC 27976</p> <p>Attn: Dan B. Porter<br/>Camden County Planning Director<br/>PO Box 74<br/>117 NC Hwy 343 North<br/>Camden, NC 27921<br/>Phone: 252-338-1919 ext. 263<br/>Fax: 252-335-1400<br/>Email: dporter@camdencountync.gov</p> <p>RR: Proposal for Professional grading, paving, and storm drains services.</p> <p>RPC Contracting hereby submits a quote for the following work on the above project. The pricing is based on plans entitled CAMDEN COUNTY COMMERCE PARK NEW SOUTHERN ACCESS ROAD sealed by Sean C. Robey PE. RPC will provide and perform materials and labor for the following.</p> <p><b>BASE BID SCOPE OF WORK</b></p> <p>Clear existing ditch to allow installation of access</p> <p>Install Silt Fence and Construction Entrance</p> <p>Strip existing to a max depth of 24"</p> <p>Provide and place off the fill for proposed access road</p> <p>Install any excess materials off site</p> <p>Provide and install 48" and 12" tight HDPE</p> <p>Provide and install Rip Rap for culvert options</p> <p>Fine grade and provide ABC stone for proposed access road</p> <p>Provide and install 4" of surface asphalt installed in two lifts</p> <p>Final Seed Disturbed areas</p> <p><b>BASE BID TOTAL:</b> \$95,510.00</p> <p><b>12" ADDITIONAL UNDERCUT AND BACK FILL ADD ALTERNATE</b></p> <p>Strip existing and additional 12" beyond the base bid 24"</p> <p>Provide additional Fill for back additional 12" stripping</p> <p><b>ADD ALTERNATE TOTAL:</b> \$8,128.00</p> <p><b>TESTING AND SURVEYING ADD ALTERNATE</b></p> <p>Provide testing services for proposed access road</p> <p>Provide surveying services for proposed access road</p> <p><b>ADD ALTERNATE TOTAL:</b> \$5,314.00</p> <p><b>BASE BID TOTAL W/ ADD ALTERNATES:</b> \$108,944.00</p> | <p><b>EXCLUSIONS:</b> These prices do not include any fees, subcontract bond cost, permit, surveying, testing, removal or disposal of existing utilities, chain link fence, temporary fence, ornamental fencing, tree protection fence, undercutting, back fill for undercutting, landscaping, or soil; site related electrical work, power poles and lines, conduits, light poles or bases; dumpster pad enclosures; irrigation systems, controls, traffic control, concrete work, building pad work, previous concrete, building construction, foundation work, night hours of work; gas lines or piping; temporary seeding, handrails, building demolition, pavement markings, or any work beyond scope listed above.</p> <p><b>ADDITIONAL NOTES</b></p> <p><b>ESTIMATED START AND COMPLETION:</b> 4/27/2020-5/29/2020</p> <p>All prices are valid for acceptance within 30 days from the date of this proposal. Thank you for the opportunity to perform this work and please feel free to contact me if you have any questions regarding this information.</p> <p>Sincerely,<br/><b>Mike Gravat</b><br/>Mike Gravat<br/>RPC CONTRACTING<br/>252-489-4547 CELL<br/>252-261-3336 WORK<br/>mikeg@rpccontracting.com</p> <p><b>ACCEPTANCE OF PROPOSAL</b></p> <p>Parties, hereto, agree that payment shall be made based upon completion of tasks outlined under Scope of Services, and shall not be conditioned upon an event, such as securing a permit, or other event. The above price and scope of work is acceptable and hereby accepted. Signing party hereby agrees to pay RPC Contracting for their services monthly based on percentage of work completed. Any questions regarding billed amounts must be addressed in writing within 5 days of bill date or invoice will be deemed approved. Terms are payment upon receipt of bill. A finance charge of 1.5% per month plus all costs of collection, including attorney's fee will be added to all balances past due beyond 30 days.</p> <p>Authorized Signatures: _____ Date: _____</p> <p>Print Name &amp; Title: _____</p> |                       |  |



**Dan Porter**

From: Jimmy Spivey <JSPIVEY@barnhillcontracting.com>  
Sent: Monday, April 15, 2020 3:58 PM  
To: Dan Porter  
Subject: [External] Camden Commerce Park image001.png  
Attachments:

Dan  
Barnhill price to install the road is \$151,948.00.  
I will email you the write tomorrow for this amount. She is out of the office today.  
Thanks  
Jimmy

James C. Spivey  
Barnhill Contracting Company  
252-364-2327 direct | 252-333-5180 mobile | 841 Sun-Gro Dr. Elizabeth City, NC 27909  
www.barnhillcontracting.com | NC General Contractors No. 3194

**BARNHILL**

Barnhill Contracting Company is a licensed general contractor based in North Carolina (No. 3194).

*Received email 3:58 4/15/20*

**PROPOSAL**

|                   |   |
|-------------------|---|
| <b>TO:</b>        | <b>DATE:</b>                                |
| Camden County     | 4/15/20                                     |
| Attn: Dan Porter  | Engineer: Eastern Carolina Engineering, Co. |
| 117 NC Hwy 343 N. | Date of Plans: 3/12/2020                    |
| Camden, NC 27921  | Job Name: New Southern Access Road          |
|                   | Job Location: Camden County Commerce Park   |
|                   | Job Contact: 252-338-1919 Ext. 263          |

*Received Date Book 4/15/20  
Proposed 9:58 AM 4/15/20*

Parks Land Development, Inc. proposes to provide the following labor, materials & equipment necessary to perform the following work items, to completion, as defined in the plans, specifications, and scope of work that was provided:

REP: New Southern Access Road Camden County Commerce Park

- Base Bid to include:**
  - > Construction of new access roadway installation of 180' of 48" C.P.P. with a minimum 24" of undercut and backfill to the scope of work provided

**Total \$ 97,475.00**
- Alternate Bid:**
  - > 1' additional undercut and backfill

**Total \$ 5,250.00**

\* NOTE: Proposed start date as early as May 1, 2020, if not sooner, and completed by proposed completion date

\*\*\*Specified work will be performed in accordance with standard practice. Any change is subject to prior agreement and in the event of such change an adjustment in price may be required. Items not mentioned are to be considered not included. Not responsible for any cause or conditions beyond our control. This proposal is subject to revocation if not accepted within 60 days. ACCEPTED: If the above quote is accepted, payment is due upon completion. By signing you are accepting these terms and are authorizing to proceed.

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

*Billy Land Development, Inc.  
1232 Florida Road  
Elizabeth City, NC 27909  
252-330-5435*

**Motion to award the Commerce Park Access Road project to Whitehurst Sand Company for \$103,626.75 and authorize the Chairman to sign the contract.**

**RESULT:** PASSED [UNANIMOUS]  
**MOVER:** Garry Meiggs  
**AYES:** White, Munro, Krainiak, Riggs, Meiggs

## E. Proclamation – Older Americans Month

**OLDER AMERICANS MONTH**

MAKE YOUR MARK: MAY 2020

**Older Americans Month 2020**  
A PROCLAMATION

**Whereas,** Camden County includes a growing number of older Americans who make countless contributions to our community every day; and

**Whereas,** Camden County is stronger when people of all ages, abilities, and backgrounds are included and encouraged to make their mark; and

**Whereas,** Camden County recognizes the importance of the physical, mental, social, and emotional well-being of its citizens; and

**Whereas,** Camden County can support our community members by:

- promoting independence, inclusion, and participation;
- engaging older adults through education, recreation, and service; and
- connecting people with opportunities to share their time, experience, and talents.

**Now, therefore,** the Camden County Board of Commissioners do hereby proclaim May 2020 to be Older Americans Month. We urge every resident to recognize older adults and the people who support them as essential members of our community.

Proclaimed this 4<sup>th</sup> day of May, 2020.

*Tom White*  
Tom White, Chairman  
Camden County Board of Commissioners

ATTEST:  
*Karen M. Davis*  
Karen M. Davis  
Clerk to the Board of Commissioners

**Motion to adopt the Proclamation designating May 2020 as Older Americans Month in Camden County.**

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

**ITEM 5. BOARD APPOINTMENTS**

**A. Planning Board**

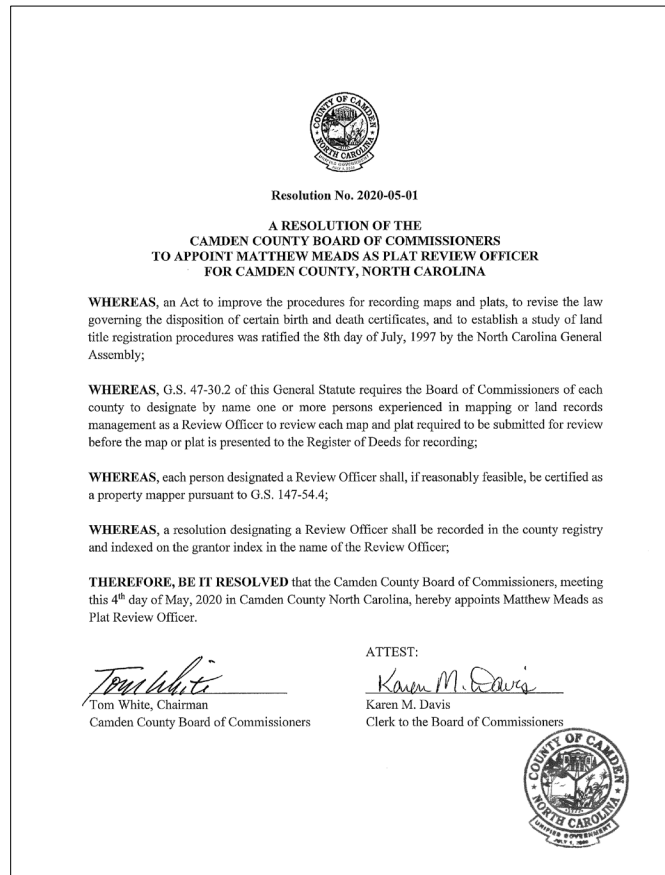
Camden County Unified Development Ordinance Article 11.5.2A (attached) states Planning Board members shall be appointed to 3-year staggered terms with three members being appointed in successive years and four members in the following year.

| <u>Camden County Planning Board Members</u>  |                             |
|--|-----------------------------|
| <u>Name, Address, &amp; Phone(s):</u>  | <u>Term Expires:</u>        |
| Calvin Leary** - Chairman<br>Shiloh Township<br>156 Perkins Road, Camden, NC 27921<br>336-4227 (home)<br>Email: calleary1@centurylink.net  | June 30, 2024 <sup>23</sup> |
| Steven Bradshaw** - Vice Chairman<br>Shiloh Township<br>102 Avery Drive, Shiloh, NC 27974<br>252-455-1028<br>email: sbrad11@gmail.com  | June 30, 2024 <sup>23</sup> |
| Nathan Lilley<br>Courthouse Township<br>166 US Hwy 158 W, Camden, NC 27921<br>252-333-5122 (Cell)<br>email: nates300@yahoo.com   | June 30, 2022               |
| Cathleen M. Saunders* - Courthouse Township<br>134 NC 34 North, Camden, NC 27921<br>202-7112 (cell); 804-896-5744 (home)<br>email: csaunders0910@yahoo.com   | June 30, 2024 <sup>23</sup> |
| Ray Albertson* - South Mills Township<br>117 Bass Lake Road, South Mills, NC 27976<br>771-2479 (home); 207-3790 (cell)<br>Email: joycecreek@yahoo.com  | June 30, 2024 <sup>23</sup> |
| Fletcher A. Harris* - South Mills Township<br>258 Culpepper Road, South Mills, NC 27976<br>252-771-2549 or 757-619-7101 (Fax 252-771-5982)   | June 30, 2024 <sup>23</sup> |
| Rick McCall*** - Courthouse Township<br>103 Sunset Ave, Camden, NC 27921<br>252-336-2449 (work) 252-339-3273 (cell)<br>rmccallobrien@gmail.com   | June 30, 2024 <sup>22</sup> |
| *Regular Member    **Officer on Board    ***At-Large Member  |                             |
| Members serve a three (3) year staggered term. The Camden County Planning Board is established by authority of General Statute <del>153-424</del> 160D-3-1. The Statute leaves the membership (as long as there are at least three members) organization, powers and duties to the Commissioners discretion. Members should serve no more than two consecutive terms following the fall, 2001. |                             |
| The Planning Board meets the third Wednesday of each month.  |                             |

**Motion to approve the Planning Board appointments as presented.**

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

B. Resolution to Appoint Plat Review Officer



**Motion to adopt Resolution 2020-05-01 appointing Matthew Meads as Plat Review Officer for Camden County, North Carolina.**

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

**ITEM 6. CONSENT AGENDA**

The Consent Agenda was amended to add Vehicle Refunds as Item 6.N.

- A. BOC Meeting Minutes – March 5, 2020
- B. BOC Meeting Minutes – April 1, 2020
- C. BOC Meeting Minutes – April 6, 2020

## D. Budget Amendment

**2019-20-BA018**  
**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, 2020.

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

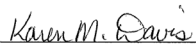
| ACCT NUMBER     | DESCRIPTION OF ACCT    | AMOUNT     |          |
|-----------------|------------------------|------------|----------|
|                 |                        | INCREASE   | DECREASE |
| <b>Revenues</b> |                        |            |          |
| 10330430-434901 | Election Reimbursement | \$6,004.01 |          |
| <b>Expenses</b> |                        |            |          |
| 104300-512000   | Printing               | \$6,004.01 |          |

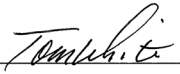
**This Budget Amendment is made to appropriate funds to Elections printing expense line as they received monies in from the Reimbursement of the Elizabeth City Election.**


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 May, 2020.**

  
 Clerk to Board of Commissioners

  
 Chairman, Board of Commissioners



## E. School Budget Amendment

Budget Amendment  
Camden County Schools Administrative Unit  
State Public School Fund

The Camden County Board of Education at a meeting on the 9<sup>th</sup> day of April 2020 passed the following resolution.


Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2020.

| Code Number | Description of Code            | Amount    |           |
|-------------|--------------------------------|-----------|-----------|
|             |                                | Increase  | Decrease  |
| 5100        | Regular Instructional Programs |           | 18,153.00 |
| 5200        | Special Instructional Programs | 16,900.00 |           |
| 5800        | School Based Support Services  | 50.00     |           |

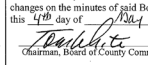
Explanation:


|  |                  |
|--|------------------|
| Total Appropriation in Current Budget              | \$ 15,489,192.50 |
| Amount of Increase/Decrease of Above Amendment     | (1,203.00)       |
| Total Appropriation in Current Amended Budget .... | \$ 15,487,989.50 |

Passed by majority vote of the Board of Education of Camden County on the 9<sup>th</sup> day of April 2020.

  
 Chairman, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 4<sup>th</sup> day of May 2020.

  
 Clerk, Board of County Commissioners



BUDGET AMENDMENT  
April 9, 2020

1. State Public School Fund

A. We have received an allotment revision for this program area and must decrease our budget to reflect the adjustment. We request your approval of this amendment.

**Classroom Teachers**

|                                     |                       |
|-------------------------------------|-----------------------|
| 1.5110.001.121 Salary – Teacher     | \$ - 8,800.00         |
| 1.5110.001.211 Emp Soc Sec Costs    | - 685.00              |
| 1.5110.001.221 Emp Retirement Costs | - 1,749.00            |
| <b>Total – Classroom Teachers</b>   | <b>\$ - 11,234.00</b> |

B. We have received an allotment revision for this program area and must increase our budget to reflect the adjustment. We request your approval of this amendment.

**Non-Instructional Support Personnel**

|  |                      |
|--|----------------------|
| 1.5110.003.162 Substitute Pay            | \$ + 1,561.00        |
| 1.5110.003.211 Emp Soc Sec Costs         | + 120.00             |
| <b>Total – Non-Instructional Support</b> | <b>\$ + 1,681.00</b> |

C. We have received an allotment revision for this program area and must decrease our budget to reflect the adjustment. We request your approval of this amendment.

**Career and Technical Edu - Program**

|   |                      |
|---|----------------------|
| 1.5120.014.481 Pur of Non Cap Equipment           | - 1,250.00           |
| <b>Total – Career and Technical Edu - Program</b> | <b>\$ - 1,250.00</b> |

D. We have received an allotment revision for this program area and must increase our budget to reflect the adjustment. We request your approval of this amendment.

**School Technology Fund**

|   |                   |
|---|-------------------|
| 1.5810.015.418 Computer Software & Supplies | \$ + 50.00        |
| <b>Total – School Technology Fund</b>       | <b>\$ + 50.00</b> |

BUDGET AMENDMENT  
State Public School Fund  
April 9, 2020, Page 2

E. We have received an allotment for this program area and must increase our budget to reflect the adjustment. We request your approval of this amendment.

Special Program Funds - EC

|                                      |             |
|--------------------------------------|-------------|
| 1.5210.063.121 Salary - Teacher      | + 11,590.00 |
| 1.5210.063.211 Emp. Soc. Sec. Costs  | + 890.00    |
| 1.5210.063.221 Emp. Retirement Costs | + 2,300.00  |
| 1.5210.063.231 Emp. Hosp. Ins. Costs | + 2,120.00  |

Total - Special Program Funds - EC \$ + 16,900.00

F. We have received an allotment revision for this program area and must increase our budget to reflect the adjustment. We request your approval of this amendment.


Textbooks


|                          |            |
|--------------------------|------------|
| 1.5110.130.412 Textbooks | - 7,350.00 |
|--------------------------|------------|

Total - Textbooks \$ - 7,350.00

3100.000 Revenue - State Public School Fund \$ + 1,203.00

Passed by majority vote of the Board of  
Education of Camden County on the 9<sup>th</sup>  
day of April, 2020.

  
Chairman, Board of Education

  
Secretary, Board of Education

## F. DMV Monthly Report

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County June Renewals Due 7/15/20

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     |
| 25,670.14   | 25,549.52  | 13,666.02 | 64,285.68 |

Witness my hand and official seal this 4<sup>th</sup> day of May 2020

  
Chairman, Camden County Board of Commissioners

Attest:

  
Karen M. Davis  
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

## G. Refunds Over \$100

ACS Tax System  
4/23/20 14:30:16

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

CAMDEN COUNTY

|          |  |  |                          |
|----------|--|--|--------------------------|
| Refund\$ | Remit To:  | Reference:   | Drawer/Transaction Info: |
| 147.46   | BRIAN LEE MOORE & JOANNA MOORE<br>122 BUCK RUN<br>SOUTH MILLS NC 27976 | 2019 R 01-7979-00-16-7258.0000<br>Value correction | 20200423 99 252737       |
| 147.46   | BRIAN LEE MOORE & JOANNA MOORE<br>122 BUCK RUN<br>SOUTH MILLS NC 27976 | 2018 R 01-7979-00-16-7258.0000<br>Value Correction | 20200423 99 252740       |
| 294.92   | Total Refunds  |  |                          |

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Submitted by Lisa S. Anderson Date 4-23-2020  
Lisa S. Anderson, Tax Administrator Camden County

Approved by Tom White Date 5-4-20  
Tom White, Chairman Camden County Board of Commissioners

## H. Pickups, Releases & Refunds

| NAME                           | REASON                                       | NO.                             |
|--------------------------------|--|---------------------------------|
| Gary D. Chambers               | Code Enforcement. Trash Removal.<br>\$397.00 | Pick-up #22086<br>R-116606-2019 |
| Brian Lee Moore & Joanna Moore | House value correction.<br>\$147.46 refund   | Pick-up #22087<br>R-117568-2019 |
| Brian Lee Moore & Joanna Moore | House value correction.<br>\$147.46 refund   | Pick-up #22088<br>R-117568-2018 |

## I. Tax Collection Report

Tax Collection Report  
MARCH 2020

| Day                    | Amount        | Amount     | Name of Account   | Deposits      | Internet     |
|------------------------|---------------|------------|---|---------------|--------------|
|                        | \$            | \$         |   | \$            | \$           |
| 2                      | \$ 3,607.23   |            |   | \$ 3,607.23   |              |
| 3                      | \$ 3,743.68   |            | Refund - 74   |               | 3743.68      |
| 3                      | 9,045.30      |            |   | \$ 9,045.30   |              |
| 4                      | 282.94        |            | Debt Stuff  | \$ 282.94     |              |
| 4                      | 2,115.43      |            |   | \$ 2,115.43   |              |
| 5                      | 8,195.87      |            |   | \$ 8,195.87   |              |
| 6                      | 13,571.10     |            |   | \$ 13,571.10  |              |
| 9                      | 15,292.28     |            | Refund - 23 Over 1.30   | \$ 15,292.28  |              |
| 10                     | 6,203.96      |            |   | \$ 6,203.96   |              |
| 11                     | 11,899.32     |            | Refund 3.71   | \$ 11,899.32  |              |
| 12                     | 19,977.08     |            | Refund \$108.91 Over 25   | \$ 19,977.08  |              |
| 13                     | 6,094.59      |            |   | \$ 6,094.59   |              |
| 16                     | 6,487.73      |            | Refund \$85.37  | \$ 6,487.73   |              |
| 17                     | 6,741.01      |            |   | \$ 6,741.01   |              |
| 17                     | 488.23        |            | Refund 66 Debt Stuff  | \$ 488.23     |              |
| 18                     | 5,284.60      |            |   | \$ 5,284.60   |              |
| 19                     | 3,159.21      |            |   | \$ 3,159.21   |              |
| 20                     | 15,361.20     |            |   | \$ 15,361.20  |              |
| 23                     | 12,917.15     |            |   | \$ 12,917.15  |              |
| 24                     | 255.52        |            |   | \$ 255.52     |              |
| 25                     | 4,347.90      |            |   | \$ 4,347.90   |              |
| 26                     | 2,356.70      |            |   | \$ 2,356.70   |              |
| 26                     | 9,976.59      |            | Refund \$12.04  |               | 9976.59      |
| 27                     | 8,882.58      |            |   | \$ 8,882.58   |              |
| 30                     | 4,286.50      |            |   | \$ 4,286.50   |              |
| 30                     |               |            | \$1,565.33 Refund - Drawer 99                                       |               |              |
| 31                     | 5,247.43      |            |   | \$ 5,247.43   |              |
| 31                     | 4,973.52      |            |   | \$ 4,973.52   |              |
| 31                     | 579.52        |            | Refund \$1.53   |               | 579.52       |
|                        |               |            | NOTE: \$51.75 Deborah Highsmith paid through PSN and to be refunded |               | \$51.75      |
|                        | \$ 191,373.27 | \$ -       |   | \$ 177,073.48 | \$ 14,351.54 |
| Total Deposits and PSN | \$ 191,373.27 |            |   | \$ 191,425.02 |              |
|                        |               |            | PSN Checks - \$12.00 - for info only, fees were paid to PSN         |               |              |
|                        | \$ (1,799.26) | Refund     |   |               |              |
|                        | \$ (1.55)     | Over       |   |               |              |
|                        | \$            | Shortage   |   |               |              |
|                        | \$ 51.75      | Adjustment |   |               |              |
| Net Grand Total        | \$ 189,624.21 |            |   |               |              |

Submitted by: Lisa S. Anderson Date: 4-6-2020  
Approved by: Tom White Date: 5-4-20

J. 2019-2020 Audit Contracts – On file in the Finance Office

K. Estimated Property Values

|   |                                      |                 |                 |                 |
|---|--------------------------------------|-----------------|-----------------|-----------------|
| TO:   | CAMDEN COUNTY BOARD OF COMMISSIONERS |                 |                 |                 |
| THE FOLLOWING IS THE ESTIMATED PROPERTY VALUE OF CAMDEN COUNTY: |                                      |                 |                 |                 |
|   | <u>Real</u>                          | <u>Personal</u> | <u>Vehicles</u> | <u>Total</u>    |
| South Mills   | 382,976,068                          | 14,011,163      | 35,422,780      | 432,410,011     |
| Courthouse  | 369,164,242                          | 22,602,200      | 35,514,880      | 427,281,322     |
| Shiloh  | 232,339,577                          | 10,221,467      | 21,927,097      | 264,488,141     |
| Subtotal of County  |                                      |                 |                 | 1,124,179,474   |
| Estimated Utilities   |                                      |                 |                 | 20,386,939      |
| Total of County   |                                      |                 |                 | 1,144,566,413   |
| FROM  | <u>Lisa S. Anderson</u>              |                 |                 | <u>4-1-2020</u> |
|   | LISA S. ANDERSON (TAX ADMINISTRATOR) |                 |                 | DATE            |
| TAX RATE  | COUNTY _____                         | FIRE _____      | TOTAL= _____    |                 |
| Joyce Creek District  | <u>Real</u>                          | <u>Personal</u> | <u>Vehicles</u> | <u>Total</u>    |
|   | 233,576,859                          | 7,460,954       | 23,725,966      | 264,763,779     |
| JOYCE CREEK WATERSHED IMPROVEMENT TAX _____                     |                                      |                 |                 |                 |
|   | <u>G. Tom White</u>                  |                 |                 | <u>5-4-20</u>   |
|   | G. TOM WHITE, CHAIRMAN               |                 |                 | DATE            |

L. Set Public Hearing – 2020-2024 Capital Improvement Program

M. Set Public Hearing – FY 2020-2021 Budget

## N. Vehicle Refunds Over \$100

| North Carolina Vehicle Tax System |                       |                      |                  |                       |             |            |              |            |               |   |               |             |                      |      |      |                |          |            |
|-----------------------------------|-----------------------|----------------------|------------------|-----------------------|-------------|------------|--------------|------------|---------------|---|---------------|-------------|----------------------|------|------|----------------|----------|------------|
| NCVTS Pending Refund report       |                       |                      |                  |                       |             |            |              |            |               |   |               |             |                      |      |      |                |          |            |
| MARCH REFUND OVER \$100.00        |                       |                      |                  |                       |             |            |              |            |               |   |               |             |                      |      |      |                |          |            |
| Payer Name                        | Primary Owner         | Secondary Owner      | Address 1        | Address 2             | Refund Type | Bill #     | Plate Number | Status     | Transaction # | Refund Description  | Refund Reason | Crdate Date | Authorization Date   | Tax  | Legy | Change         | Interest | Total      |
| HARVEY, ELLEN SUZANNE             | HARVEY, ELLEN SUZANNE | HARVEY, JEFFREY PAUL | 162 MCPHERSON RD | SOUTH MILLS, NC 27076 | Proration   | 0052239032 | HHF4785      | AUTHORIZED | 122405560     | Refund Generated due to proration on Bill #0052239032-2019-2019-0000-00 | Tag Surrender | 03/16/2020  | 3/17/2020 1:12:39 PM | 1843 | 1    | Tax (\$316.65) | \$0.00   | (\$316.65) |
|                                   |                       |                      |                  |                       |             |            |              |            |               |   |               |             |                      |      |      | Tax (\$4.29)   | \$0.00   | (\$4.29)   |
|                                   |                       |                      |                  |                       |             |            |              |            |               |   |               |             |                      |      |      | Refund         | \$320.93 |            |

Submitted by Lisa S. Anderson Date 5-5-20  
 Lisa S. Anderson, Tax Administrator Camden County

Approved by G. Tom White Date 5-4-20  
 G. Tom White, Chairman Camden County Board of Commissioners

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

**RESULT:** PASSED [UNANIMOUS]  
**MOVER:** Ross Munro  
**AYES:** White, Munro, Krainiak, Riggs, Meiggs

## ITEM 7. COUNTY MANAGER'S REPORT

County Manager Ken Bowman included the following in his report:

- COVID-19 Update
- Proposed Draft Budget will be posted on the County web site on May 8<sup>th</sup> for public review.
- Camden Tourism Development Authority – The annual celebration of the contributions and accomplishments of the US travel industry will spotlight resilience and hope in the face of the Coronavirus pandemic with this year's theme: The Spirit of Travel. Visit the Camden County TDA website for more information.
- Milltown Boat Ramp – CAMA permit has been approved and we should be able to move forward very soon with this project.
- Board of Commissioners Budget Work Session - May 13<sup>th</sup>, 6:00 PM at the Library
- Board of Commissioners Regular Meeting and Public Hearing on the proposed FY 20-21 Budget – June 1, 2020 at 7:00 PM. Visit the County web site for instructions on remote access and how to submit public comments.
- Stay safe. Thank you to everyone for continuing to social distance and limiting gatherings to 10 people or less. We will get through this together.



**ITEM 8. COMMISSIONERS' REPORTS**

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Commissioner Randy Krainiak reported on the success of the meals being distributed at the Senior Center on a weekly basis.

Commissioner Garry Meiggs expressed his appreciation for the many groups throughout the county that are reaching out to those in need.

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

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The following was provided to the Board for information purposes:

- A. Trillium Health Resources Annual Report
- B. Library Report
- C. Register of Deeds Report

**ITEM 10. OTHER MATTERS**

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None.

**ITEM 11. ADJOURN**

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

**Motion to adjourn.**

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

Chairman White adjourned the meeting at 7:24 PM.

ATTEST:

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Tom White, Chairman  
Camden County Board of Commissioners

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Karen M. Davis  
Clerk to the Board