

**Camden County Board of Commissioners  
Regular Meeting  
November 5, 2012  
6:00P.M. – Closed Session  
7:00 P.M. - Regular Meeting  
Historic Courtroom, Courthouse Complex  
Camden, North Carolina**

**MINUTES**

The regular meeting of the Camden County Board of Commissioners was held on Monday, November 5, 2012 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:

Chairman Sandra Duckwall,  
Vice Chairman Garry Meiggs, and  
Commissioners Randy Krainiak, and Michael McLain.

Also attending were County Manager Mike Renshaw, and Clerk to the Board Ashley R. Honaker, and County Attorney John Morrison. Present for purposes of making a presentation(s) or providing supporting information for agenda items were the following persons: Planning Director Dan Porter, Danelle Barco- Cooperative Extension Agent, and Lisa Anderson- Assistant Tax Administrator.

**Closed Session, 6:00 P.M. Pursuant to G.S. 143-318.11(a)(3) - Consultation with Attorney**

Commissioner Michael McLain made a motion to go into closed session pursuant to G.S 143-318.11(a)(3) for consultation with attorney. At 6:00 P.M., the motion passed 3-0 with Chairman Sandra Duckwall, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Vice Chairman Garry Meiggs, and Commissioner Clayton Riggs absent; and no Commissioner not voting.

The Commissioners entered closed session at 6:00 P.M.

Commissioner Michael McLain made a motion to come out of closed session at 6:39 P.M. The motion passed 3-0 with Chairman Sandra Duckwall, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Vice Chairman Garry Meiggs, and Commissioner Clayton Riggs absent; and no Commissioner not voting.

Chairman Sandra Duckwall recessed the Board at 6:39 P.M.

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

Chairman Sandra Duckwall called to order the November 5, 2012 meeting of the Camden County Board of Commissioners at 6:58 PM.

**Invocation and Pledge of Allegiance**

Commissioner Randy Krainiak led those present in a moment of silence for those lost in the automobile accident on Saturday, November 3, 2012 gave the invocation, and led the Pledge of Allegiance.

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**Public Comments** –

Elton Stone, of 191 Run Swamp Road, came before the Board to express his concern for Camden County citizens, especially those 18-55 years of age, and the lack of health and recreational facility for that age group.

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**Consideration of Agenda**

Vice Chairman Garry Meiggs made a motion to approve the agenda as amended. At 7:05PM, the motion passed 5-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

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**Presentations**

*Item 3.A- Gwen Wescott- Senior Tarheel Legislature*

Mrs. Gwen Wescott came before the Board to give her annual report on the Senior Tarheel Legislature.

Following her presentation, Mrs. Wescott was presented with a plaque holding a certificate of appreciation from the Board of Commissioners, for her years of service on the Pasquotank- Camden Library Board, as well as the East Albemarle Regional Library Board of Trustees.

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**Old Business**

*Item 4.A- Camden County Youth Council By-Laws Amendment*

County Manager Mike Renshaw explained to the Board that because of a large number of applications to the Youth Council, its advisors were requesting that the language be changed from twelve (12) members to up to twenty (20) members.

Commissioner Randy Krainiak made a motion to approve to amend the by-laws as presented. At 7:16pm, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

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**New Business**

*Item 5.A- Pasquotank- Camden Emergency Medical Services Interlocal Agreement*

County Manager Mike Renshaw explained to the Board that this agreement continues and formalizes the current agreement for a three year term while separating it from the COA agreement. Staff recommends approving,

Vice Chairman Garry Meiggs made a motion to approve the agreement. At 7:17pm, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

*Item 5.B- East Albemarle Regional Library Agreement*

County Manager Mike Renshaw explained that this agreement was to replace and update the agreement from 1964, which is required due to state changes, along with making Camden County a full equal partner which it was not before. Staff recommends approval.

Commissioner Randy Krainiak made a motion to approve the agreement. At 7:19pm, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

*Item 5.C- Resolution Establishing the Camden County Library*

County Manager Mike Renshaw explained that the resolution legally establishes a library within Camden County, and staff recommends approval.

County Attorney John Morrison mentioned that the Board of Trustees will not just be good citizens, but a working Board, with independent authority; the Board of Commissioners will have sole budget authority, but day to day functioning will be overseen by the Board of Trustees.

STATE OF NORTH CAROLINA  
COUNTY OF CAMDEN

**RESOLUTION ESTABLISHING**  
**COUNTY PUBLIC LIBRARY**

WHEREAS, Camden County is the only county in North Carolina without its own library; and

WHEREAS, for many years, without the benefit of ownership or management authority, Camden has supported the Pasquotank-Camden Library, in Pasquotank County, for the use of its citizens; and

WHEREAS, the county has provided up to \$160,000.00 per year to Pasquotank County to provide for this library service; and

WHEREAS, the county has carefully considered the benefits of owning its own library for better access of its citizens and more responsible use of the county's financial resources; and

WHEREAS, the county, through the county manager and county attorney, has consulted with officials of the State Public Library System, East Albemarle Regional Library, and the School of Library Science at the University of North Carolina, Chapel Hill; and

WHEREAS, the county has consulted with the State Library of North Carolina and has applied for and received a Library Services and Technology Act grant in the amount of \$25,000 for conducting a thorough community needs assessment to assure that the Camden County Public Library meets the specific needs of Camden County residents; and

WHEREAS, the Board of County Commissioners deems it in the best interest of the people of Camden County to establish a Camden County Library pursuant to the authority granted by N.C.G.S. 153A-261, et seq.; and

CREATION

NOW, THEREFORE, BE IT RESOLVED that Camden County does hereby create the Camden County Public Library for the use and benefit of its citizens and does commit to:

1. Acquire, as seems most appropriate, from time to time, leaseholds, land, buildings, and facilities to house the Camden County Public Library;
2. Equip, operate, and maintain the library making use of modern library technology providing the citizens of Camden County an efficient, ample, accessible library for the 21<sup>st</sup> Century and beyond;
3. Acquiring library materials by purchase, exchange, bequest, gift, or any other lawful method;
4. Appropriate funds annually to carry out the provisions of this Resolution;
5. Accept any gift, grant, lease, loan, exchange, bequest or devise of real or personal property for a public library. Such devises, bequests, grants and gifts may be accepted and held subject to any term or condition that may be imposed by the Grantor or Trustor, as by law allowed.
6. Provide planning, and administrative support through the county manager, and the county manager's designees, including the county finance officer, county attorney, county personnel director, and the like, whenever such services are determined to be in the best interest of the county library;
7. Provide financial funding through the county finance officer after due allocation by the Board of County Commissioners;
8. Provide for classification of library employees, and the maintenance thereof, who shall be entitled to all benefits afforded by the county to its employees and obligated to the county personnel policy as the same now exists or may from time to time be amended.

9. Maintain all trust funds, building funds, memorial funds, and to prudently invest the same, which funds shall be used exclusively for the purposes for which they were given;

10. Provide for the maintenance and repair of any library facility and grounds;

11. Continue, for the foreseeable future, as a member of the East Albemarle Regional Authority.

USE

BE IT FURTHER RESOLVED, that the Camden County Library shall be, in so far as practicable, for the free use of Camden County citizens, subject only to such nominal costs as may be necessary and are routinely assessed by other county libraries in North Carolina, and further subject to the rules and regulations established by the library regarding the use of its books, materials, and facilities.

ESTABLISHMENT OF BOARD OF TRUSTEES

Camden County does also hereby establish the Camden County Library Board of Trustees, which shall be composed of no more than twelve (12) members, whose term shall be for three (3) years after the initial term (four for three-year terms, four for two-year terms, and four for one-year terms). The Board of Commissioners shall designate and properly appoint the initial members of the Camden County Library Board of Trustees during the first regular meeting scheduled in January 2013.

The Board of County Commissioners shall appoint and reappoint members as vacancies occur. The Board of Commissioners may remove a trustee at any time for incapacity, unfitness, misconduct or neglect of duty. Trustees may not serve more than two consecutive terms. Such limitation on service provides an opportunity for persons who may present new and broader perspectives and the opportunity for representation from all segments of the community.

POWERS AND DUTIES OF TRUSTEES

The library trustees are delegated and granted all powers contained in N.C.G.S. 153A-266, as follows:

1. To elect a Chairman from its membership as well as classify and elect such other officers as it deems appropriate for the proper administration of the library and to advise the Camden County Board of Commissioners.
2. To formulate and adopt programs, policies, and regulations for the government of the library.
3. To make recommendations to the Board of Commissioners concerning the construction and improvement of buildings and other structures for the library system.
4. To supervise and care for the facilities of the library.
5. To advise the Board of Commissioners on appointment of a chief librarian or director of library services and, with that individual's advice, to appoint other employees of the library system.
6. To establish a schedule of fines and charges for late return of, failure to return, damaged to, and loss of library materials and to take other measures to protect and regulate the use of such materials.
7. To participate in preparing the annual budget of the library system, with the county manager and county finance officer, subject to approval of the Camden County Board of Commissioners.
8. To extend the privileges and use of the library system to non-residents of the county on such terms and conditions as the trustees may prescribe so as to obtain a favorable status with other public libraries, which would then be more likely to reciprocate the same to residents of Camden County.
9. To make an annual report, publicly and in open session, to the Camden County Board of Commissioners on the operation of the library as well as forwarding such report and any additionally required information to the North Carolina Department of Cultural Resources as required by N.C.G.S. 125-5.

10. To provide such other and further information, reports, and studies as may from time to time be requested by the Camden County Board of Commissioners and to advise the Camden County Board of Commissioners on any other library matters whether specifically addressed herein or not.

11. To continue active participation and appropriate cooperation with the East Albemarle Regional Library, so long as Camden County is a participating member.

This the 5 day of November, 2012.

CAMDEN COUNTY



Sandra Duckwall, Chairman

Camden County Board of Commissioners

ATTEST:



Ashley Honaker, Clerk

Vice Chairman Garry Meiggs made a motion to approve the resolution. At 7:33pm, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

*Item 5.D- Monthly Tax Report*

Tax Administrator Lisa Anderson presented the monthly tax report.

Commissioner Michael McLain made a motion to approve the report as presented. At 7:42pm, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

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**Consent Agenda**

Commissioner Michael McLain made a motion to approve the Consent Agenda as presented. At 7:42pm, the motion passed 4-0 with Chairman Sandra Duckwall, Vice Chairman Garry Meiggs, and Commissioners Michael McLain, and Randy Krainiak, voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

- A. Draft Minutes- October 1, 2012
- B. Tax Collection Report
- C. Tax Refunds, Pickups, & Releases
- D. Tax Authorization To Collect

<b>SOUTH MILLS</b>	<b>COURTHOUSE</b>	<b>SHILOH</b>	<b>TOTAL</b>
19,552.34	20,291.42	10,770.72	50,614.48

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E. Wharf's Landing Secondary Roads Petition & Resolution

BOARD OF COMMISSIONERS

SANDRA J. DUCKWALL  
Chairman

GARRY W. MEIGGS  
Vice Chairman

P. MICHAEL MCLAIN  
CLAYTON D. RIGGS  
RANDY KRAIHIK



WILLIAM K. COWAN  
Interim County Manager

ASHLEY HONAKER  
Clerk to the Board

JOHN S. MORRISON  
County Attorney

Resolution No. 2012-11-01

**NORTH CAROLINA STATE DEPARTMENT OF TRANSPORTATION REQUEST FOR ADDITIONS  
TO STATE MAINTAINED SECONDARY ROAD SYSTEM**

North Carolina

County of Camden

Road Descriptions: Landing Way, Traders Dr, Dock Landing Loop, Pier Landing Loop, & Waterway  
Court, Wharf's Landing, Camden County, NC

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**WHEREAS**, the attached petition has been filed with the Board of County Commissioners of the County of Camden requesting that the above described roads, the location of which has been indicated in red on the attached map, be added to the Secondary Road system; and


**WHEREAS**, the Board of County Commissioners is of the opinion that the above described roads should be added to the Secondary Road System, if the roads meet minimum standards and criteria established by the Division of Highways of the Department of Transportation for the addition of roads to the System.

**NOW, THEREFORE**, be it resolved by the Board of County Commissioners of the County of Camden that the Division of Highways is hereby requested to review the above described roads, and to take over the roads for maintenance if they meet established standards and criteria.

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Sandra Duckwall, Chairman  
Camden County Board of Commissioners

**CERTIFICATE**

The foregoing resolution was duly adopted by the Board of Commissioners of the County of Camden at a meeting on the 5 day of November 2012.

  
\_\_\_\_\_  
Ashley Honaker,  
Clerk to the Board

P. O. Box 190 • 117 North 343 • Camden, NC, 27921 • Phone (252) 338-1919 • Fax (252) 333-1603  
[www.camdencountync.gov](http://www.camdencountync.gov)



F. School Budget Amendment

Budget Amendment



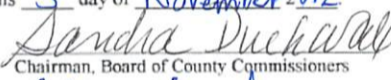

Camden County Schools Administrative Unit

Capital Outlay Fund

The Camden County Board of Education at a meeting on the 11<sup>th</sup> day of October, 2012, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2013.

Code Number	Description of Code	Amount	
		Increase	Decrease
9100	Category I Projects	8,621.00	
9200	Category II Projects	36,738.00	
Explanation: Appropriate Fund Balance to cover Media Center Renovations/Furniture			
	Total Appropriation in Current Budget	\$	200,000.00
	Amount of Increase / (Decrease) of Above Amendment		+45,359.00
	Total Appropriation in Current Amended Budget ....	\$	245,359.00

Passed by majority vote of the Board of Education of Camden County Schools on the 11 <sup>th</sup> day of October, 2012.   Chairman, Board of Education   Secretary, 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 in the minutes of said Board, this <u>5</u> day of <u>November 2012</u> .  Sandra Duchawall Chairman, Board of County Commissioners   Clerk, Board of County Commissioners
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BUDGET AMENDMENT  
October 11, 2012

4. Capital Outlay Fund

- A. We increase our budget to cover the final costs for the CCHS Media Center Renovations and the replacement furnitiure. We must also cover the cost of replacement A/C units. We request your approval.

Category I Projects

9127.077.529	CCHS Media Center Renovations	\$ +	7,675.00
9117.077.541	Pur of Replacement A/C Units	+	2,887.00
9113.077.529	Paving & Fencing Projects	-	<u>1,941.00</u>

Total – Category I Projects \$ + 8,621.00

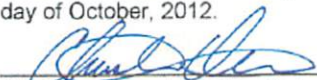
Category II Projects

9210.077.541	Furniture & Equipment	\$ +	37,684.00
9202.077.541	Pur of Equip – Radio Sys Upgrade	-	<u>946.00</u>

Total – Category II Projects \$ + 36,738.00

4910.997 Revenue – Fund Balance Appropriated \$ - 45,359.00

Passed by majority vote of the Board of Education of Camden County on the 11<sup>th</sup> day of October, 2012.

  
\_\_\_\_\_  
Chairman, Board of Education

  
\_\_\_\_\_  
Secretary, Board of Education

Budget Amendment

Camden County Schools Administrative Unit

Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 11<sup>th</sup> day of October, 2012, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2013.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Curricular Services	547,651.54	
6100	Support & Development Services	156,293.00	
8100	Pymts to Other Gov't Entities	22,350.46	
Explanation: Revenue – Increase for Carol M. White PEP grant received			
Total Appropriation in Current Budget		\$ 694,498.00	
Amount of Increase/Decrease of Above Amendment		+726,295.00	
Total Appropriation in Current Amended Budget ....		\$ 1,420,793.00	

Passed by majority vote of the Board of Education of Camden County on the 11<sup>th</sup> day of October, 2012

  
 Chairman, Board of Education

  
 Secretary, 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 5 day of November 2012.

  
 Chairman, Board of County Commissioners

  
 Clerk, Board of County Commissioners

BUDGET AMENDMENT  
October 11, 2012

8. Other Local Current Expense Fund

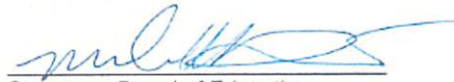
A. We have received Carol M. White Physical Education Program (PEP) grant. We must increase our budget to reflect year one of three revenue and budget. We request your approval of the following amendment.

Carol M. White PEP Grant

6113.332.176	Salary - Program Manager	\$ + 55,000.00
6113.332.151	Salary - Office Personnel	+ 32,000.00
6113.332.152	Salary - Technology Specialist	+ 20,000.00
6113.332.211	Emp Soc Sec Costs	+ 8,186.00
6113.332.221	Emp Retirement Costs	+ 15,227.00
6113.332.231	Emp Hosp Ins Costs	+ 12,980.00
6113.332.312	Workshop Expenses	+ 12,900.00
5113.332.192	Stipend Pay	+ 10,500.00
5113.332.163	Substitute Pay	+ 2,250.00
5113.332.211	Emp Soc Sec Costs	+ 976.00
5113.332.221	Emp Retirement Costs	+ 1,815.00
5113.332.311	Contracted Services	+ 64,320.00
5113.332.312	Workshop Expenses	+ 45,500.00
5113.332.342	Postage	+ 5,000.00
5113.332.411	Instructional Supplies	+ 39,214.45
5113.332.418	Comp Software & Supplies	+ 21,000.00
5113.332.461	Pur of Non-Cap Equipment	+ 97,298.00
5113.332.462	Pur of Non-Cap Comp Hdwe	+ 68,101.00
5113.332.541	Pur of Equipment	+191,677.09
8100.332.392	Indirect Costs	+ 22,350.46
	Total - Transportation of Pupils	\$ +726,295.00
	Revenue - Carol M. White PEP Grant	\$ -726,295.00

Passed by majority vote of the Board of  
Education of Camden County on the 11<sup>th</sup>  
day of October 2012.

  
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Chairman, Board of Education

  
\_\_\_\_\_  
Secretary, Board of Education

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**Commissioner's Report**

Commissioner McLain stated that in the back of the packet was the SPCA breakdown, as well as the September financial report for ECBH. ECBH YTD states a \$1.5 Million loss.

**County Managers Report**

County Manager Renshaw thanked Emergency Management Director Christy Saunders for her outstanding work during Hurricane Sandy.

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Any other Questions or comments?

None

**Meeting Adjourned**

At 7:44pm, Chairman Sandra Duckwall asked if there were any other matters to come before the Board of Commissioners, hearing none, she declared the meeting adjourned.



Chairman Sandra Duckwall  
Camden County Board of Commissioners

ATTEST:



Ashley Honaker  
Clerk to the Board

