

**Camden County Board of Commissioners
Regular Meeting
June 20, 2011
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 June 20, 2011 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:

Commissioners Randy Krainiak, Clayton Riggs, and Michael McLain.

Also attending were County Manager Randell Woodruff, 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: Clarann Mansfield, Finance Director, and Danielle Barco, Cooperative Extension.

Clerk to the Board Ashley Honaker called to order the June 20, 2011 meeting of the Camden County Board of Commissioners at 7:00 PM.

Invocation and Pledge of Allegiance

Commissioner Michael McLain gave the invocation and led those present in the Pledge of Allegiance.

Public Comments –

None.

Consideration of Agenda

Commissioner Michael McLain made a motion to approve the agenda as amended. At 7:01PM, the motion passed 3-0 with Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs voting aye; no Commissioner voting no; Chairman Sandra Duckwall and Vice-Chairman Garry Meiggs Commissioners absent; and no Commissioner not voting.

Old Business

No Old Business

Public Hearing

Item 4- Capital Improvement Plan

County Manager Randell Woodruff explained to the Board what was included in the CIP.

There were no Public Comments.

Consent Agenda

Commissioner Michael McLain made a motion to remove the Comprehensive Plan Draft from the Consent Agenda until the July 5, 2011 Board of Commissioners meeting for all 5 of the Commissioners to be present for vote. At 7:08PM, the motion passed 3-0 with Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs voting aye; no Commissioner voting no; Chairman Sandra Duckwall and Vice-Chairman Garry Meiggs Commissioners absent; and no Commissioner not voting.

A. Board of Education Budget Amendment

Budget Amendment

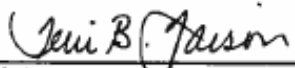

Camden County Schools Administrative Unit

Capital Outlay Fund

The Camden County Board of Education at a meeting on the 9th day of June, 2011, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2011.

Code Number	Description of Code	Amount	
		Increase	Decrease
9100	Category I Projects		3,894.00
9200	Category II Projects	3,894.00	
Explanation:			
	Total Appropriation in Current Budget	\$	482,035.00
	Amount of Increase / (Decrease) of Above Amendment		.00
	Total Appropriation in Current Amended Budget		482,035.00

Passed by majority vote of the Board of Education of Camden County Schools on the 9 th day of June, 2011.  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 ____ day of _____ 2____. _____ Chairman, Board of County Commissioners _____ Clerk, Board of County Commissioners
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BUDGET AMENDMENT
June 9, 2011

4. Capital Outlay Fund

- A. Our capital outlay projects have been less than budgeted so we are requesting to transfer funds to allow us to purchase an exhaust system for the maintenance/bus garage to allow the fumes to be vented rather than remaining in the building for environmental protection of employees. We request your approval.

Category I Projects

9112.077.529	Painting/Floor Coverings	\$ -	2,838.00
9113.077.529	Paving/Fencing Projects	+	244.00
9125.077.541	Purchase of Replacement Bleachers	-	<u>1,300.00</u>

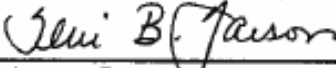
Total Category I Projects \$ - 3,894.00

Category II Projects

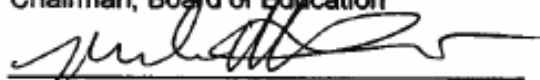
9201.077.541	VHS Antenna Repeater System	\$ -	3,216.00
9210.077.541	Furniture & Equipment	-	4223.00
9215.077.541	Exhaust System – Central Office	+	<u>11,333.00</u>

Total – Category II Projects \$ + 3,894.00
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Passed by majority vote of the Board of
Education of Camden County on the 9th
day of June, 2011.



Chairman, Board of Education



Secretary, Board of Education

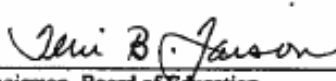
Budget Amendment
Camden County Schools Administrative Unit
Local Current Expense Fund

The Camden County Board of Education at a meeting on the 9th day of June, 2011, passed the following resolution.

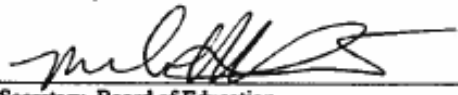
Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2011.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Curricular Services	17,963.00	
5400	School Leadership Services	489.00	
5800	School Based Support Services	149.00	
6300	Alternative Program & Services		4,038.00
6600	Financial & Human Res Services	1,788.00	
6700	Accountability Services		579.00
6900	Policy, Leadership & Pub Rel.		15,772.00
Explanation: Revenue -			
	Total Appropriation in Current Budget	\$ 2,652,815.09	
	Amount of Increase/Decrease of Above Amendment		+0.00
	Total Appropriation in Current Amended Budget	\$ 2,652,815.09	

Passed by majority vote of the Board of Education of Camden County on the 9th day of June 2011.



 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 ____ day of _____ 20____.

 Chairman, Board of County Commissioners

 Clerk, Board of County Commissioners

BUDGET AMENDMENT
June 9, 2011

2. Local Current Expense Fund

- A. We have reviewed this area of the budget and find that we must transfer funds to cover the purchase of a timekeeping system for our buses. We request your approval on the following amendment.

Transportation of Pupils

6550.056.175	Salary – Transportation Personnel	\$	-	7,473.00
6550.056.411	Supplies & Materials		-	131.00
6550.056.422	Vehicle Repair Parts		+	131.00
6550.056.423	Gas & Diesel Fuel		-	6,722.00
6550.056.461	Pur of Non-Cap Equipment		+	<u>14,195.00</u>

Total – Transportation of Pupils \$ + .00

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

USCG Jr. Leadership Program

5110.301.162	Substitute Pay	\$	+	69.00
5110.301.163	Substitute Pay		+	90.00
5110.301.333	Field Trips		+	796.00
5110.301.362	Reproduction Costs		-	500.00
5110.301.411	Instructional Supplies		-	<u>454.00</u>

Total – USCG Jr. Leadership Program \$ + .00

- C. We have reviewed the Classroom Support area of the budget and find that we must transfer funds within to cover employee benefits as well as the instructional area of the budget. We request your approval of the following amendment.

Classroom Support

5110.842.211	Emp Soc Sec Costs	\$	+	821.00
5110.842.333	Field Trips		-	63.00
5110.842.411	Instructional Supplies & Materials		+	674.00
5110.842.461	Pur of Non-Cap Equipment		-	589.00
5110.842.462	Pur of Non-Cap Comp Hdwe		-	22.00
6200.842.231	Emp Hosp Ins Costs – RIF		-	<u>821.00</u>

Classroom Support \$ + .00

BUDGET AMENDMENT

Local Current Expense Fund
April 14, 2011, Page 2

- D. We have received a grant for our At Risk Program and must increase our revenue and budget to include these new funds. We request your approval of the following amendment.

<u>At-Risk Program</u>	
5110.847.312 Workshop Expenses	\$ + 1,200.00
5110.847.411 Instructional Supplies	+ 1,084.00
5110.847.163 Substitute Pay – Workshop	+ 110.00
5110.847.211 Emp Soc Sec Costs	+ 6.00
Total – At-Risk Program	\$ + 2,400.00 =====
2.4490.847 Revenue – At – Risk Programs	\$ - 2,400.00 =====

- E. We have reviewed this program area and find that we can transfer funds to cover other areas within the Office of Superintendent and Auxiliary Services of the local budget. We request your approval of the following amendment.

<u>Office of The Superintendent</u>	
6940.865.113 Salary – Director of At Risk Services	\$ - <u>2,154.00</u>
Total – Office of The Superintendent	\$ - 2,154.00

- F. After reviewing this area of the budget we find that we must transfer funds to cover the cost personnel and benefits. We request your approval of the following amendment.

<u>Auxiliary Services</u>	
6580.802.113 Salary - Director	\$ + 1,620.00
6580.885.211 Emp Soc Sec Costs	+ 124.00
6580.885.221 Emp Retirement Costs	+ 171.00
6580.885.231 Emp Hosp Ins Costs	+ <u>239.00</u>
Total – Auxiliary Services	\$ + 2,154.00

- G. We have reviewed this area of the budget and find that we must transfer funds to cover substitutes and the purchase of the testing computer from state surplus. We request your approval of the following amendment.

BUDGET AMENDMENT

Local Current Expense Fund
 April 14, 2011, Page 3

Evaluation - Testing

5110.890.163	Substitute Pay – Workshop	\$ +	537.00
5110.890.211	Emp Soc Sec Costs	+	42.00
6720.890.312	Workshop Expenses	-	676.00
6720.890.326	Cont Repair & Maint - Equipment	+	75.00
6720.890.462	Pur of Non-Cap Comp Hdwe	+	<u>22.00</u>
Total – Evaluation - Testing		\$ +	.00

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

Other Employee Benefits

5110.910.233	Emp Unemployment Ins Costs	\$ -	2,042.00
5500.910.233	Emp Unemployment Ins Costs	+	3,622.00
6110.910.232	Emp Worker's Comp Ins Costs	-	5,421.00
6550.910.199	Fringe Benefit – County Vehicle	-	2.00
6550.910.211	Emp Soc Sec Costs	+	2.00
6550.910.233	Emp Unemployment Ins Costs	+	709.00
7100.910.233	Emp Unemployment Ins Costs	+	<u>3,132.00</u>
Other Employee Benefits		\$ +	.00

- I. We have reviewed this area of the budget and find that we must transfer funds to cover other areas within the Additional Pay program. We request your approval of the following amendment.

Additional Pay

5400.911.181	Supplementary Pay	\$ -	449.00
5400.911.187	Salary – Differential Pay	+	449.00
6110.911.221	Emp Retirement Costs	-	1.00
6580.911.221	Emp Retirement Costs	+	<u>1.00</u>
Total – Additional Pay		\$ +	.00

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

Staff Development

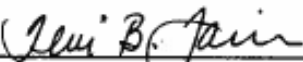
5110.912.221	Emp Retirement Costs	\$ +	4.00
5110.912.312	Workshop Expenses	-	206.00

BUDGET AMENDMENT

Local Current Expense Fund
April 14, 2011, Page 4

5110.912.312.304 Workshop Expenses	+	206.00
5110.912.312.308 Workshop Expenses	-	60.00
5110.912.312.310 Workshop Expenses	-	432.00
5110.912.312.312 Workshop Expenses	-	900.00
5400.912.312.304 Workshop Expenses	+	217.00
5400.912.312.308 Workshop Expenses	+	60.00
5400.912.312.310 Workshop Expenses	+	432.00
5400.912.312.312 Workshop Expenses	+	650.00
5400.912.312.700 Workshop Expenses	+	900.00
6110.912.312 Workshop Expenses	-	750.00
6940.912.312 Workshop Expense	-	<u>121.00</u>
 Total – Staff Development	 \$ +	 .00

Passed by majority vote of the Board of
Education of Camden County on the 14th
day of April 2011.



Chairman, Board of Education



Secretary, Board of Education

B. Volunteer Forms

C. Tax Refund

Refunds	Mail To:	Reference:	Drawer/Transaction Info:
113.71	CARTER, KATHRYN ROSAM 110 WOODROW DR SOUTH HILLS NC 27176	2010 V 001775 TAGS never used - turned in	20110614 99 164321
146.25	LOLITA L. TURNER 210 ROSCOE DRIVE ELIZABETH CITY NC 27905	2008 R 01-1998-01-08-8621-0000 OVERPAYMENT	20110511 1 163162
329.76	MORSE, CHRISTOPHER M. 165 BILLET'S BRIDGE ROAD CAMDEN NC 27921	2009 R 02-8943-00-89-5163-0000 OVERPAYMENT	20110615 69 164362
100.00	ROLL, WILLIAM L. & LINDA 175 PALMER ROAD CAMDEN NC 27921	PREPAYMENTS REFUND REQUEST	20110614 99 164329
100.00	ROLL, WILLIAM L. & LINDA 175 PALMER ROAD CAMDEN NC 27921	PREPAYMENTS REFUND REQUEST	20110614 99 164331
100.00	ROLL, WILLIAM L. & LINDA 175 PALMER ROAD CAMDEN NC 27921	PREPAYMENTS REFUND REQUEST	20110614 99 164332
100.00	ROLL, WILLIAM L. & LINDA 175 PALMER ROAD CAMDEN NC 27921	PREPAYMENTS REFUND REQUEST	20110121 99 158595
100.00	ROLL, WILLIAM L. & LINDA 175 PALMER ROAD CAMDEN NC 27921	PREPAYMENTS REFUND REQUEST	20110614 99 164333

1,089.72 Total Refunds

SUBMITTED BY Mary M. Gaskins DATE 6/15/11
 Mary M Gaskins, Tax Administrator
 APPROVED BY _____ DATE _____
 Sandra Duckwall, Chairman BOC

D. Tax Collection Report

Total: \$127,927.70

Board Appointments

Commissioner Michael McLain made a motion to reappoint Portia Lee Burgess to the Jury Commission. At 7:09PM, the motion passed 3-0 with Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs voting aye; no Commissioner voting no; Chairman Sandra Duckwall and Vice-Chairman Garry Meiggs Commissioners absent; and no Commissioner not voting..

Commissioner Michael McLain made a motion to appoint Vice Chairman Garry Meiggs to the Albemarle RC&D Board. At 7:10PM, , the motion passed 3-0 with Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs voting aye; no Commissioner voting no; Chairman Sandra Duckwall and Vice-Chairman Garry Meiggs Commissioners absent; and no Commissioner not voting.

New Business

New Business

Item 7.A

Danielle Barco of Cooperative Extension came before the Board and gave information regarding the Family and Consumer Science program. She explained that May 2011 was the 100th anniversary of F&SC, and they had a book made. Danielle gave a new book to each Commissioner.

Item 7.B

Danielle Barco of Cooperative Extension came before the Board to explain that a part of the previously approved Juvenile Grant was left out. This was the Annual Certification Paper, with an updated list of the Council members.

Commissioner Randy Krainiak made a motion to approve the Annual Certification for the Juvenile Grant. At 7:13PM, the motion passed 3-0 with Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs voting aye; no Commissioner voting no; Chairman Sandra Duckwall and Vice-Chairman Garry Meiggs Commissioners absent; and no Commissioner not voting.

South Camden Water & Sewer District Board of Directors

Commissioner Clayton Riggs moved to recess the Board of Commissioners meeting and enter into the South Camden Water & Sewer District Board of Directors meeting at 7:13 PM.

Commissioner Michael McLain made the motion to approve the consideration of Agenda Amendments. At 7:13PM, the motion passed 3-0 with Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs voting aye; no Commissioner voting no; Chairman Sandra Duckwall and Vice-Chairman Garry Meiggs Commissioners absent; and no Commissioner not voting..

Commissioner McLain made the motion to approve the consent agenda. At 7:14PM, the motion passed 3-0 with Commissioners Michael McLain, Randy Krainiak, and Clayton Riggs voting aye; no Commissioner voting no; Chairman Sandra Duckwall and Vice-Chairman Garry Meiggs Commissioners absent; and no Commissioner not voting.

Re-convene Commissioners meeting

No other Questions or Comments. The South Camden Water & Sewer District Board of Directors meeting adjourned at 7:15PM.

Commissioner's Report

Commissioner McLain stated that the workforce development board has received Grant monies for High School Drop Outs in Camden County. Contact Danielle Barco for information

Commissioner Clayton Riggs stated that the Albemarle Commission budget had been approved with no increases. One change was added, that the Board of Commissioners would pay more for Meals on Wheels.

County Managers Report

County Manager Randell Woodruff reported the following:

- The next BOC meeting will be July 5, 2011
 - The Finance Director and he found an improvement in the quarterly calculation in land transfer taxes.
 - Finance Director Clarann Mansfield came before the Board and gave an overview of the Land Transfer Tax sheet.
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Any other Questions?

NONE

Meeting Adjourned

At 7:26 P.M., Commissioner Clayton Riggs 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