

**Camden County Board of Commissioners
Regular Meeting
April 15, 2013
6:00 P.M. – Closed Session
7:00 P.M. - Special Meeting
Historic Courtroom, Courthouse Complex
Camden, North Carolina**

MINUTES

The regular meeting of the Camden County Board of Commissioners was held on Monday, April 15, 2013 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:

Chairman Garry Meiggs,
Vice Chairman Michael McLain, and
Commissioners Randy Krainiak, and Clayton Riggs.

Also attending were County Manager Mike Renshaw, and Clerk to the Board Ashley R. Honaker. Present for purposes of making a presentation(s) or providing supporting information for agenda items were the following persons: Fire Chief Kirk Jennings, Soil & Water Tech Brian Lannon, Dan Porter- Planning Director, Dave Parks- Permitting Officer, and Lisa Anderson- Tax Administrator.

1. Closed Session, 6:00 P.M. Pursuant to G.S. 143-318.11(a)(3) - Consultation with Attorney to discuss potential litigation;

Commissioner Randy Krainiak made a motion to go into closed session pursuant to G.S. 143-318.11(a)(3) for consultation with attorney. At 6:02 P.M., the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; No Commissioner absent; and no Commissioner not voting.

The Commissioners entered closed session at 6:02 P.M.

Commissioner Sandra Duckwall made a motion to come out of closed session at 6:40 P.M., the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Chairman Garry Meiggs recessed the Board at 6:40 P.M.

Regular Session, 7:00 P.M.

Chairman Garry Meiggs called to order the April 15, 2013 meeting of the Camden County Board of Commissioners at 7:00 PM.

Invocation and Pledge of Allegiance

Commissioner Sandra Duckwall gave the invocation, and led the Pledge of Allegiance.

Public Comments

None.

Consideration of Agenda

Commissioner Sandra Duckwall made a motion to approve the agenda as Presented. At 7:01PM, the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Public Hearing

Commissioner Clayton Riggs made a motion to go into Public Hearing. At 7:02pm, the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

*Item 3.A- Ordinance No 2013-04-01; Creation of Chapter 155
(Voluntary Agriculture Districts) to the Camden County Code of Ordinances*

Soil & Water Technician Brian Lannon came before the Board to present the following information:

- Camden County seeks to establish Voluntary Agricultural Districts to protect and preserve agricultural lands and activities.
- An Agriculture Advisory Board appointed by the Board of Commissioners will make recommendations to the board approving or disapproving applications of landowners for enrollment of qualified farmland, horticultural land, or forestland into a district.
- Landowners will sign a voluntary 10 year Conservation Agreement with Camden County to preserve and protect parcels from non-farm uses.
- The agreement may be terminated with thirty (30) days written notice.

Vice Chairman McLain made statement that he disagreed with the language of section 155.07

County Manager Renshaw stated that staff would work together to amend the language.

Commissioner Sandra Duckwall made a motion to come out of public hearing. At 7:13pm, the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

New Business

Item 4.A- Shiloh- Courthouse VFD Six Mile Map

Fire Chief Kirk Jennings came before the Board to explain that For the past several months he has been working to establish a six mile fire district boundary for the Shiloh-Courthouse VFD. This process has involved extensive negotiations and discussions with the volunteer fire departments of neighboring jurisdictions in the creation of automatic aid agreements. In order to initiate the process of State approval of this new six mile boundary, the Board of Commissioners are required to first approve the newly redrawn boundary map.

Commissioner Sandra Duckwall made a motion to approve the newly drawn Shiloh-Camden VFD six mile boundary map. At 7:21pm, the motion passed 5-0, with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak voting aye; no Commissioners voting no; no Commissioners absent; no Commissioners not voting.

Item 4.B- Monthly Tax Report

Tax Administrator Lisa Anderson presented the Board the March 2013 Monthly Tax Report.

Commissioner Clayton Riggs made a motion to approve the monthly tax report as presented. At 7:24pm, the motion passed 5-0, with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak voting aye; no Commissioners voting no; no Commissioners absent; no Commissioners not voting.

Item 4.C- Public Schools Building Capital Fund, ADM Drawdown Application

County Manager Renshaw explained to the Board that During its regular meeting on April 11, 2013 the Camden Public Schools Board of Education approved the attached ADM Fund drawdown application.

This drawdown of available ADM funds was at the request of the County Manager during a FY13/14 budget meeting with School Superintendent Hawkins on March 27, 2013. The ADM funds made available through this drawdown application will be used to offset the funding shortfall in the School Capital Reserve Fund for school loan debt service obligations.

In addition to the requested drawdown of remaining ADM funds amounting to \$138,719.77, the Board of Education has also approved providing the matching funds amount of \$46,000 to be funded entirely from the Camden County Schools Local Current Expense Fund Balance.

Commissioner Riggs made a motion to approve the application as presented. At 7:26pm, the motion passed 5-0, with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak voting aye; no Commissioners voting no; no Commissioners absent; no Commissioners not voting.

Board Appointments

Item 5.A- Library Board of Trustees

County Manager Renshaw expressed that staff recommends appointing Nell Morrison, Reed Adams, Gwen Wescott, Anita Cuthrell, Beatrice Ferebee, & Wendy Mcpherson to the Camden Library Board of Trustees.

Vice Chairman McLain made a motion to appoint the volunteers as presented. At 7:27pm, the motion passed 5-0, with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak voting aye; no Commissioners voting no; no Commissioners absent; no Commissioners not voting.

Consent Agenda

Commissioner Clayton Riggs made a motion to approve the consent agenda as presented. At 7:28pm the motion passed 5-0, with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak voting aye; no Commissioners voting no; no Commissioners absent; no Commissioners not voting.

A. Draft Minutes- April 1, 2013

B. Budget Amendments

**2012-13-BA020
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, 2013.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
106110-521000	Rental of Building	\$ 7,218.00	
106110-566000	Capital Outlay Inventory	\$ 69,021.00	
106110-574000	Capital Outlay	\$ 96,040.00	

Revenues:

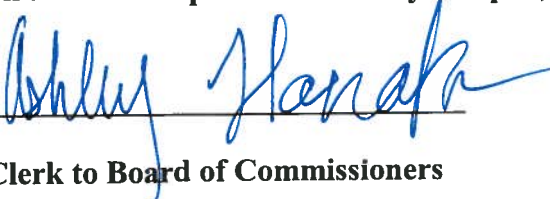
10399400-439900	Fund Balance Appropriated	\$172,279.00
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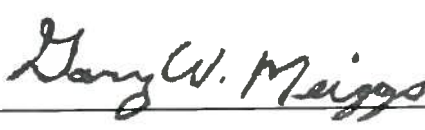
Additional needs for startup of Library.

This will result in a decrease of \$.00 in the Contingency of the General Fund.

Balance in Contingency \$39,928.00.

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 15th day of April, 2013.


Clerk to Board of Commissioners


Chairman, Board of Commissioners

**2012-13-BA021
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, 2013.

Section 1. To amend the Social Services Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE

Expenses:

528000-572100	State-In Home		\$836.00
528000-525000	Day Care	\$84,839.00	

Revenues:

52330610-434859	State-In Home		\$836.00
52330610-434834	Day Care	\$84,839.00	

This will result in a decrease of \$.00 in the Contingency of the General Fund.

Balance in Contingency \$39,928.00.

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 15th day of April, 2013.



Clerk to Board of Commissioners



Chairman, Board of Commissioners

2012-13-BA022
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, 2013.

Section 1. To amend the Dismal Swamp Visitor Center Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE

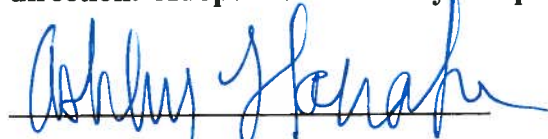
Expenses:

606000-503000	Part Time Salaries	\$2,179.00	
606000-512000	Printing		\$1,933.00
606000-535010	Special Projects		\$ 246.00

This will result in a decrease of \$.00 in the Contingency of the General Fund.

Balance in Contingency \$39,928.00.

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 15th day of April, 2013.



Clerk to Board of Commissioners



Chairman, Board of Commissioners

D. Tax Refunds Pickups, & Releases

<u>Name</u>	<u>Amount</u> <u>Reason</u>	<u>Type</u> <u>No.</u>
Lindsey Warren Hewitt	104.44 Turned in plates	Refund/15557 V-67349-12
Ryan Wilbur Bailey	133.00 Military Exempt	Release/15572 V-68004-12
Melissa Diane Oldland	102.48 Military Exempt	Release/15568 V-68489-12
Melissa Diane Oldland	102.48 Military Exempt	Release/15567 V-68488-12
Jo Ann Mansfield	100.38 Released to Currituck Cnty.	Release/15561 V-68698-12
Ronald McCoy Wilson	177.91 Released to Currituck Cnty.	Release/15555 V-68796-12
Kimberlee Sawyer	478.50 Foreclosure Fee	Pick-Up/15552 R-64694-12
Dannielle Sunshine Newton	140.93 Military Exempt	Release/15584 V-64500-12
Regina Jordan Russell	198.31 Turned in plates	Release/15585 V-68515-12

E. Volunteer Forms

- F. Resolution 2013-04-03; Supporting The Second Amendment Right Of The People To Keep And Bear Arms And To Request Legislation To Exempt Certain Records Of The Sheriff's Office From The Public Records Act

**RESOLUTION 2013-04-03
TO SUPPORT THE SECOND AMENDMENT RIGHT OF THE
PEOPLE TO KEEP AND BEAR ARMS AND TO REQUEST LEGISLATION TO
EXEMPT CERTAIN RECORDS OF THE SHERIFF'S OFFICE FROM THE
PUBLIC RECORDS ACT**

WHEREAS, the Sheriff's Office in each county in the State of North Carolina is required to maintain records of the handgun purchase permits issued by the Sheriff's Office pursuant to N.C. Gen. Stat§ 14-405 and concealed carry permits issued pursuant to N.C. Gen Stat. § 14-415.17; and

WHEREAS, these records include information such as name, address, age and other information as may be requested by the Sheriff's Office; and,

WHEREAS, the Camden County Board of Commissioners finds and declares that it is in the best interest of the citizens of the County and the State of North Carolina to prevent public access to this information; and

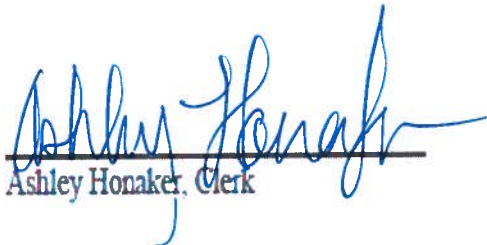
WHEREAS, the Camden County Board of Commissioners supports the Second Amendment right of the people to keep and bear Arms; and

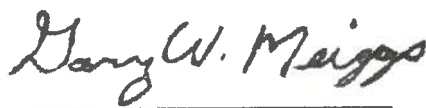
WHEREAS, the Camden County Board of Commissioners recommends and supports legislation which exempts handgun purchase permits and concealed carry permits from the list of records of Sheriff's Offices which are accessible by the public at large.

NOW, THEREFORE, BE IT RESOLVED that the Camden County Board of Commissioners hereby goes on record supporting the Second Amendment right of the people to keep and bear Arms; and

BE IT FUTHER RESOLVED that the Camden County Board of Commissioners hereby requests that the Bertie County delegation to the North Carolina General Assembly introduce and support legislation to exempt handgun purchase permits and concealed carry permits from the records of Sheriff's Offices that are accessible by the public at large.

BE IT FUTHER RESOLVED that copies of this resolution be forwarded to all Federal and State representatives representing Camden County, the North Carolina Association of County Commissioners, and to the other 99 NC counties.


Ashley Honaker, Clerk


Garry Meiggs, Chairman

G. Public School Building Capital Fund, North Carolina Education Lottery Application

**APPLICATION
PUBLIC SCHOOL BUILDING CAPITAL FUND
NORTH CAROLINA EDUCATION LOTTERY**

Approved: _____

Date: _____

County: Camden

Contact Person: Melvin Hawkins

LEA: 150

Title: Superintendent

Address: 174 North Highway 343 Camden, NC

Phone: 252-335-0831

Project Title: Grandy Primary Kitchen Renovation

Location: Grandy Primary School

Type of Facility: School Cafeteria/Kitchen

North Carolina General Statutes, Chapter 18C, provides that a portion of the proceeds of the North Carolina State Lottery Fund be transferred to the Public School Building Capital Fund in accordance with G.S. 115C-546.2. Further, G.S. 115C-546.2 (d) has been amended to include the following:

- (3) No county shall have to provide matching funds...
- (4) A county may use monies in this Fund to pay for school construction projects in local school administrative units and to retire indebtedness incurred for school construction projects.
- (5) A county may not use monies in this Fund to pay for school technology needs.

As used in this section, "Public School Buildings" shall include only facilities for individual schools that are used for instructional and related purposes, and does not include central administration, maintenance, or other facilities. *Applications must be submitted within one year following the date of final payment to the Contractor or Vendor.*

Short description of Construction Project: to prepare drawings of an expansion of the existing kitchen area of the school to meet the needs of the growing population of the school.

Estimated Costs:

Purchase of Land	_____	\$	_____
Planning and Design Services	_____		<u>53,000.00</u>
New Construction	_____		_____
Additions / Renovations	_____		_____
Repair	_____		_____
Debt Payment / Bond Payment	_____		_____
TOTAL	_____	\$	<u>53,000.00</u>

Estimated Project Beginning Date: 05/01/2013 Est. Project Completion Date: 06/30/2013

We, the undersigned, agree to submit a statement of state monies expended for this project within 60 days following completion of the project.

The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request release of \$ 53,000.00 from the Public School Building Capital Fund (Lottery Distribution). We certify that the project herein described is within the parameters of G.S. 115C-546.

Darryl W. Meiggs

(Signature — Chair, County Commissioners) (Date)

4/11/13
(Date)

(Signature — Chair, Board of Education)

H. Task Order #1, Construction Administration Agreement for South Mills
Wastewater Collection System Construction Project

EXHIBIT B

TASK ORDER NO. 1

BETWEEN
OWNER AND ENGINEER
FOR PROFESSIONAL ENGINEERING SERVICES

**FURTHER DESCRIPTION OF BASIC ENGINEERING SERVICES
AND RELATED MATTERS**

This Task Order is hereby included as an addition to and incorporated as part of the Agreement for Engineering Services dated December 13, 2010, between CAMDEN COUNTY (OWNER) and MCGILL ASSOCIATES, P.A. (ENGINEER) for professional engineering services.

1. Project Title:
"Camden County – New Wastewater Collection System to Serve South Mills, NC"
2. Project Description:
Provide Construction Administration services including on-site construction observation for the construction of the South Mills Sewer system and the US Hwy 17 Rest Area.
3. The Basic Services of the ENGINEER for this Task Order are as follows:
Construction phase services will include reviewing and approving shop drawings, reviewing and approving pay applications, preparing as-built drawings and scheduling a preconstruction conference with the owner, contractor and all other applicable parties. We will provide a Construction Field Representative (CFR) to observe the progress and quality of the executed work and determine in general if the work is proceeding in accordance with the Contract Documents. A field report will be prepared and forwarded to the Owner for review after all monthly construction meeting and site visits.

4. The Responsibilities of the OWNER are as follows:

The Owner shall designate a representative authorized to act in his behalf with respect to the Project. The Owner or his representative shall examine documents submitted by McGill Associates and shall render decisions pertaining thereto promptly, to avoid unreasonable delay in the progress of the construction.

5. The Time Period for the performances of the ENGINEER is as follows:

During active construction and the closeout procedure after construction has been completed.

6. The Method of Payment for services rendered by the ENGINEER shall be set forth as follows:

Lump Sum fee of \$153,800.00, billed monthly as work progresses.

7. The OWNER has established the following special provision and/or other consideration or requirements in respect to Task Order No. 1.

None.

IN WITNESS WHEREOF, the parties have executed this Task Order on this, the 15 day of April, 2013.

CAMDEN COUNTY

McGILL ASSOCIATES, P.A.

Print: Gary W. Meiggs

Print: Andy C. Lovingood, PE

Sign: Gary W. Meiggs

Sign: Andy C. Lovingood

Title: Chairman

Title: Vice President

Date: 4.15.13

Date: _____

Commissioner's Report

Vice Chairman Michael McLain stated that the Tarwheel was on April 27, 2013, and that Paddle for the Border was May 4, 2013.

County Managers Report

No Report.

Any other Questions or comments?

None

Meeting Adjourned

At 7:34pm, Chairman Garry Meiggs asked if there were any other matters to come before the Board of Commissioners, hearing none, she declared the meeting adjourned.

Garry W. Meiggs

Chairman Garry Meiggs
Camden County Board of Commissioners

ATTEST:

Ashley Honaker

Ashley Honaker
Clerk to the Board

