

**Camden County Board of Commissioners  
Regular Meeting  
April 7, 2014  
7:00 P.M. - Regular Meeting  
7:50 P.M. - Closed Session**

**Historic Courtroom, Courthouse Complex  
Camden, North Carolina**

**MINUTES**

The regular meeting of the Camden County Board of Commissioners was held on Monday April 7, 2014 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:

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

Also attending were County Manager Michael Renshaw, Clerk to the Board Ashley 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: Dan Porter, Director of Planning; Lisa Anderson, Tax Administrator; Camden Co. Sheriff Tony Perry.

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

Chairman Garry Meiggs called to order the regular session of the April 7, 2014 meeting of the Camden County Board of Commissioners at 7:00 PM.

**Invocation and Pledge of Allegiance**

Chairman Garry Meiggs gave the invocation and led those present in the Pledge of Allegiance.

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**Public Comments - None**

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**Consideration of Agenda**

Chairman Garry Meiggs asked if there were any changes to the agenda. County Manager Michael Renshaw had the following amendments to the agenda:

- Add Closed Session as agenda item 9.A. pursuant to G.S. 143-318.11(a)(3) Consultation with Attorney and G.S. 143-318.11(a)(6) Personnel.
- Remove agenda item 5.D. from the consent agenda as more work is needed regarding the language of that item.

Motion Made: "Approve Agenda as amended"

Made By: Vice Chairman Michael McLain

The motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

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**Old Business**

***Old Business***

***Item 3. A. NCHFA Rehabilitation Contract Awards***

Dan Porter came before the Board of Commissioners and presented the following information:

- Recall that many months ago Camden County was approved for the Single Family Dwelling Rehabilitation Program sponsored by the NC Housing Finance Authority
- 3 recipients have been chosen for the NCHFA Rehabilitation Program
- An advertisement for bids was placed, and bid packages were distributed to interested parties, including the scope of the work to be done
- After receiving bids, the recommendation is as follows:
  - Award 3 contracts to Riddick Homes:
    - 300 Japonica Drive, Bid amount: \$44,969
    - 100 Pine Street, Bid amount: \$43,125
    - 126 Pine Ridge Road, Bid amount: \$44,933

Vice Chairman Michael McLain asked Mr. Porter to describe the grant for public record purposes.

Mr. Porter added the following information:

- The grant is actually a loan that is a non-interest non-paying deferred loan, given to the recipient, that is reduced by \$3,000 each year until the total amount of the loan is paid.
- If the property is sold prior to the total amount of the loan being paid, the loan transfers to the new owner
- This is a SFR-12 Program
- Deadline to complete the contract is June 30, 2014
- Each project must be rehabilitated to a high level of energy efficiency so as to extend the life of the dwelling so it lasts at least 25 to 30 years beyond completion of the project
- The grant is limited in contractual monetary amount to \$45,000

Vice Chairman Michael McLain asked what the frequency of this grant is. Mr. Porter replied that this grant has been available approximately every 3 years in the past, but with state budgets, it's future availability is uncertain.

Chairman Garry Meiggs asked if there were any further questions or comments. Hearing none, he called for a motion.

Motion Made: "Award the contract [for NCHFA Rehabilitation Program] to Riddick Homes for the 3 properties listed"

Motion Made By: Commissioner Sandra Duckwall

The motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

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**New Business**

***New Business***

***Item 4. A. Economic Development Incentive Program***

County Manager Michael Renshaw described this agenda item:

- Purpose of this policy is to place Camden County in a more competitive position with regard to new development, industrial development, as well as existing businesses and expansion efforts
- This policy seeks to increase and diversify the local tax base, offer improved employment opportunities to residents, promote economic growth and welfare throughout the county
- Professor Tyler Mulligan of the UNC School of Government was consulted and he offered examples of policies from other county governments upon which to draw from
- This policy was drafted with the help of County Attorney John Morrison
- Under the program, companies may qualify for, but are not guaranteed a financial incentive award
- The Board of Commissioners has complete discretion in determining which eligible projects would warrant the financial incentive award
- This policy creates the framework for businesses who are interested in relocation or expansion into Camden County
- This policy provides companies a framework for knowing what incentives and awards might be offered
- On 3-11-14, staff presented the proposed program to the Economic Development Commission (CEDC) for review and comment
  - A few comments were received
  - The CEDC approved the program
  - The program was forwarded to County Attorney John Morrison and Ms. Lauren Arizaga to be reviewed for consistency with the laws and statutes

Vice Chairman Michael McLain noted that Pasquotank, Currituck, and other surrounding counties have similar programs in place.

County Attorney John Morrison stated that this is a policy which is a framework for analyzing applicants. The county retains discretion in granting or not granting incentives. The policy helps to indicate the rational thought process and is a signal to the commercial business community that “We’re here and we’re open for business”.

Commissioner Clayton Riggs noted the system of checks and balances with this policy:

- If they (the applicant) doesn’t live up to their side of the contract, the county does not have to grant incentives
- Checks and balances make this policy more desirable

County Attorney John Morrison stated that the policy has a “point system” for granting incentives.

Chairman Garry Meiggs asked if there were any further questions or comments. Hearing none, he called for a motion.

Motion Made: “Approve the Economic Development Incentive Program as presented by staff”

Motion Made By: Commissioner Clayton Riggs

The motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

The Economic Incentive Program is hereby approved.

***New Business***

***Item 4. B. Eco-Park Landscape Proposal***

County Manager Michael Renshaw described this agenda item:

- May 9, 2014 is the Ribbon Cutting Ceremony for the Eco Industrial Park
- In preparation for the ribbon cutting ceremony, staff was directed to obtain quotes for landscaping services for the main entrance boulevard off of US Hwy 17 into the park
- 2 quotes were obtained:
  - The Plant Park, in the amount of \$9, 588.40
  - All Seasons Garden Shack & Evans Florist, in the amount of \$6,162.00
- On 3-12-14, the CEDC reviewed the 2 proposals and voted to approve funding for the landscaping services from the CEDC's budget in an amount not to exceed \$10,000.00
- Based on the 2 quotes received, staff recommends awarding the project to The Plant Park located in Elizabeth City, as their proposal was more responsive and included decorative elements that are desirable

Chairman Garry Meiggs asked if there were any questions or comments.

Vice Chairman Michael McLain asked if the landscaping would be complete prior to the scheduled ribbon cutting ceremony.

County Manager Michael McLain affirmed that The Plant Park owners gave assurances indicating that completion would be prior to the deadline, were they to be awarded the contract.

Chairman Garry Meiggs asked if there were any further questions or comments. Hearing none, he called for a motion.

Motion Made: "Approve the Eco-Park Landscape Proposal & award the contract to The Plant Park as presented by staff"

Motion By: Vice Chairman Michael McLain

The motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

The Eco-Park Landscape Proposal is hereby approved, and contract awarded to The Plant Park

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***New Business***

***Item 4. C. Board of Elections & Museum Bid Award***

County Manager Michael Renshaw described this agenda item:

- On 11-4-13, proposals were prepared by Hyman & Robey and were presented to the Board for the preliminary budgets and plans for site improvements
- On 2-20-14, the county advertised an informal bid solicitation for the project, Board of Elections & Museum Renovation
- 5 firms picked up bid packets
- 4 firms submitted bids per the requirements of the bid
- On 3-21-14, the County Manager opened and reviewed the bids, then compiled a bid tabulation sheet based on that review
- The lowest most responsive submitted lump sum bid was presented by AR Chesson Construction Company Inc. in the amount of \$175,200
- Preliminary cost estimate prepared by Hyman and Robey back in November was \$175,800, AR Chesson's bid came in under that budget estimate
- County Manager recommends awarding the Board of Elections & Museum Renovation project to AR Chesson Construction Company Inc. in the amount of \$175,200.

Chairman Garry Meiggs asked if there were any questions or comments.

Vice Chairman Michael McLain asked if the project would have any negative impacts on the upcoming election's processes.

County Manager Michael Renshaw replied that the Director of Elections, Elaine Best, has given the dates and time frames of the elections. Mr. Renshaw also indicated that he would coordinate with the awarded contractor to meet the timelines and date requirements of the Board of Elections so that they can get through the May primaries without interruptions.

Chairman Garry Meiggs asked if there were any further questions or comments. Hearing none, he called for a motion.

Motion Made: "Approve the Board of Elections & Museum Bid Award, & award the contract to AR Chesson Construction Company Inc. as recommended by the County Manager"

Motion By: Commissioner Sandra Duckwall

The motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

The Board of Elections & Museum Bid Award is hereby approved and contract is awarded to AR Chesson Construction Company Inc.

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***New Business***

***Item 4. D. Proposal for Construction Materials Testing Services, Board of Elections & Historical Museum Renovation Project***

County Manager Michael Renshaw described this agenda item:

- This item is related to and in conjunction with the previous agenda item.
- On 3-25-13, the County Manager requested a proposal for professional services for "field engineering and construction materials testing" from GET Solutions Inc.
- After conferring with Hyman and Robey, obtaining bids for this type of work was recommended
- The County Building Inspector was consulted and he reminded the County Manager that since the design engineer had identified specific impression strengths for concrete, mortar, footings and fill compaction percentages for both the building and the parking lot area that it was probably in the county's best interest to have that geo-technical engineer work performed
- A proposal from GET Solutions was received, and details are in the board packet for this meeting
- Recommendation is to approve the proposal from GET Solutions in the amount of \$3,218.00
- It is in the county's best interest to have this work done on site during the construction phase of the project.

Chairman Garry Meiggs asked if there were any questions or comments.

Commissioner Krainiak asked if this work was included in AR Chesson's bid packet.

County Manager Michael Renshaw replied that the scope of this work was not included in the bid proposal [for the BOE & Museum Renovation project]. This work should be done independently of the contract work and be held as a checks and balances to ensure that the work is done properly.

Chairman Garry Meiggs asked if there were any further questions or comments. Hearing none, he called for a motion.

**Motion:** “Approve the contract with GET Solutions for materials testing services for the Board of Elections & Historical Museum Renovation Project”

**Motion By:** Vice Chairman Michael McLain

The motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

The Proposal for Construction Materials Testing Services for the Board of Elections & Historical Museum Renovation Project is hereby approved and contract is awarded to GET Solutions.

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***New Business***

***Item 4. E. 2013 Advertisement of Tax Liens on Real Property***

Lisa Anderson, Tax Administrator for Camden County, came before the board to ask that the Board set the advertising date for the 2013 Tax Liens on Real Property to April 25, 2014. Information regarding the tax liens was included in the board packet for this meeting.

Chairman Garry Meiggs asked if there were any questions or comments. Hearing none, he called for a motion.

**Motion:** “Set the advertising date for the 2013 Tax Liens on Real Property to April 25, 2014 as recommended by the Tax Administrator”

**Motion By:** Commissioner Clayton Riggs

The motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

The Advertising Date for the 2013 Tax Liens on Real Property is hereby set to April 25, 2014.

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***New Business***

***Item 4. F. Sheriff Employee Request***

Sheriff Tony Perry came before the Board to request a new position classification be created. After handing out a proposed job description for a “Sheriff’s Resource Specialist”, he supplied the following information:

- Requesting “Sheriff’s Resource Specialist” position be created
- There is a fully funded vacant deputy position in the Sheriff’s Office from which to pull funds for this proposed new position
- Not asking for any additional funding
- Need this position to:
  - Act as a purchasing agent
  - Maintain inventory of vehicles, computers, weapons, emergency equipment, and other items
  - Will be a fleet manager for the 30+ vehicles and trailers in use by the Sheriff’s Office
    - In charge of routine maintenance including recalls, repairs, and would work with repair facilities to get the lowest costs for repairs
  - Maintain mobile laptops, including various updates to software
  - Utilize used equipment where ever possible to cut costs

- Maintain grants from the Governor's Crime Commission, Bureau of Justice, and Governor's Highway Safety Program for compilation of monthly, quarterly, and annual reports
  - Apply for more grants as available
  - Coordinator for the Governor's Highway Safety Program
    - Tracks all check points earned by the office to earn free equipment for the Sheriff's Office
  - Applies for grants for purchase of equipment for crime prevention, to assist businesses in the county with prevention equipment such as cameras, dvr's, etc.
  - Promotes animal control and pet license and rabies clinics
  - Promotes community watch program
  - Project manager for various projects
  - Manages licenses and permits processing
  - Manages community service workers – finding chores for them to do
  - Any other duties as assigned by the Sheriff
- Asking for the Board to approve creation of new position for the above duties

Chairman Garry Meiggs asked if there were any comments or questions.

Commissioner Duckwall asked for clarification regarding the vacant position this would be created from.

Sheriff Perry affirmed that this position is a fully funded deputy position that became vacant on 3-20-14 and that it is a supervisory position.

Commissioner Duckwall asked if the Sheriff is asking the Board to turn this into an administrative position. Sheriff Perry stated that is what he is asking for.

Commissioner Duckwall asked if that would require Sheriff Perry to request a new full time deputy position be added to next fiscal year's budget. Sheriff Perry replied that he would be asking for a new deputy for next year.

Commissioner Duckwall indicated that in her opinion the existing vacant position should remain as it is instead of being reclassified. Sheriff Perry replied that were he to request an administrative position next year, he is not sure the Board would fund it. He reiterated his need for this position as well as that of a new deputy.

Vice Chairman Michael McLain asked if the current administrative assistants could perform the duties that the proposed position lists. Sheriff Perry replied that the 2 administrative positions currently have a full work load and do not have time to perform the duties that the proposed position entails. Commissioner McLain noted that this would not save the county any money because the Sheriff would be asking for another deputy position next fiscal year.

Commissioner Clayton Riggs voiced the opinion that the vacant deputy position is a sure thing as a deputy, that the Sheriff should take a chance asking for the administrative position next fiscal year. The deputy position is already funded, and should be filled as a deputy to ensure an adequate number of deputies and if funding is available next fiscal year, then ask for the administrative position.

Chairman Garry Meiggs voiced the opinion that it would not be a good idea to make this kind of change not knowing if there would be funds available next fiscal year for a new deputy position.

Commissioner Riggs added that the deputy position is already funded, and once the position is filled, what the person in that position does is up to the Sheriff.

Chairman Meiggs clarified that Sheriff Perry cannot fill the position the way he wants to fill it without having it reclassified as far as the duties and job description go.

Commissioner Krainiak pointed out that Letter "O" of the request for new position classification leave the duties "wide open". Letter "O" reads "And any other duties deemed necessary by the Sheriff". Commissioner Krainiak asked if this position would be a patrolman as well.

Sheriff Perry stated that this would be a non-certified administrative position, not a sworn deputy position.

Chairman Meiggs asked if there were any further questions or comments.

County Manager Michael Renshaw added the following information:

- This would be a brand new position
- Current administrative support staff are busy with other tasks, data reports, etc.
- This job description was developed by Sheriff Perry and Human Resources department
- This position is more about grant research, writing, and monitoring, also fleet maintenance and ways to save money there
- Although the manager stated he would defer to the judgment of the Sheriff regarding crime control and public safety, he stated that the increase in call volume due to the increase in crime and other incidents requiring the attention of law enforcement is a concern that may require additional deputies

Commissioner Duckwall restated her opinion that a deputy position is preferable over an admin position in this situation.

Sheriff Perry reiterated his need for the position.

Commissioner Krainiak stated he would like information regarding call volumes. Also, he asked if the work could be broken up and performed by various others in the office.

Sheriff Perry responded that is the way it is being done now, and the work is not getting done properly. Sheriff Perry also added that call volume is over 12,000 calls per year now, and that it has never decreased during his tenure as Sheriff.

Chairman Meiggs again asked if there were any further questions or comments. Hearing none, he called for a motion.

Motion: "Deny the request"

Motion By: Commissioner Sandra Duckwall

The motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

The request for a proposed new position classification, Sheriff's Resource Specialist, is hereby denied.

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**Consent Agenda**

**Item 5. B. Tax Refunds, Pickups, & Releases**

Name	Amount	Type	Reason	No.
Douglas Mark Gregory	\$100.68	Refund	Turned in Plates	16637
Louise Robert Aguirre	\$133.51	Refund	Military Exempt	16662
Donald Eric Bader	\$158.49	Refund	Overpayment	209649
William Lamar Bunton	\$113.88	Refund	Overpayment	210097
Carmen Albertson Walker	\$101.15	Refund	Tags Turned In	210554

**Consent Agenda**

**Item 5. C. Tax Authorization to Collect (December 2013 Renewals)**

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County (Dec. Ren.) Due 04/01/14 (OLD SYSTEM)

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
78.86	287.94	2.40	369.20

Witness my hand and official seal this 7<sup>th</sup> day of April, 2014

*Gary W. Meigs*

Chairman, Camden County Board of Commissioners

Attest:

*Amy Barnett*  
Assistant 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.

*Lisa S. Anderson*  
Tax Administrator of Camden County

**Consent Agenda**

**Item 5. D. Job Description**

Item Removed during consideration of agenda at request of County Manager Michael Renshaw.

*Consent Agenda*

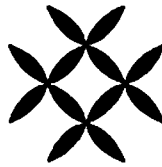
*Item 5. E. Resolution 2014-04-01: WWII Merchant Mariners Service Act*

**BOARD OF COMMISSIONERS**

**GARRY W. MEIGGS**  
Chairman

**P. MICHAEL MCLAIN**  
Vice Chairman

**SANDRA J. DUCKWALL**  
**CLAYTON D. RIGGS**  
**RANDY KRAINIAK**



**CAMDENCOUNTY**  
new energy. new vision.

**MICHAEL RENSHAW**  
County Manager

**ASHLEY HONAKER**  
Clerk to the Board

**JOHN S. MORRISON**  
County Attorney

**Resolution 2014-04-01**

**A RESOLUTION OF THE NC CAMDEN COUNTY BOARD OF COMMISSIONERS  
SUPPORTING HR 1288 "WWII MERCHANT MARINERS SERVICE ACT"**

**WHEREAS**, Public Laws 95-202 and 105-368 bestowed veterans status on US Merchant Marine Seamen of WWII, and

**WHEREAS**, between 250,000 to 280,000 merchant seamen served during WWII and yet only about 91,000 seamen have been recognized as veterans for their service, to date. Now, about 30,000 Coastwise Merchant seamen, who served gallantly, may be unable to gain recognition as veterans because of the required documentation having been destroyed or denied. Those denials, partly due to age, sex, or physical disability are now referred to as discrimination. Women were denied recognition from the very beginning of WWII, and

**WHEREAS**, the denial of these required documents came about through specific government orders and actions that may have resulted in female mariners, school children working during school breaks, and elderly handicapped seamen being unable to qualify as veterans, and

**WHEREAS**, the average age of the remaining seamen is above 90 years of age and the ranks of the WWII US veteran is shrinking at an average of 1000 per year causing time to be of the essence. There are less than 10,000 WWII merchant seamen (overall) remaining. Less than 400 coastwise seamen are alive that are associated with this bill. Time is of the essence, and

**WHEREAS**, the Camden County Board of Commissioners has supported resolutions, entitled "Alternative Methods of Recognition for Veteran Status for Merchant Marine Seamen of WWII" in previous congressional sessions to correct this inconceivable action, and

**WHEREAS**, that resolution, along with many others from various bi-partisan party factions, and petitions and letters from citizens and state officials that, collectively, represented all 100 counties of North Carolina, has resulted in the bill HR 1288 "WWII Merchant Mariners Service Act" that has been incorporated into HR 2189 which passed the house on a 404 to 1 vote, and

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**www.camdencountync.gov**

WHEREAS, the Camden County Board of Commissioners therefore requests that immediate action be taken to correct this travesty and have these Coastwise Merchant seamen recognized for their service to our country, providing closure to a long standing obligation, and

NOW THEREFORE BE IT RESOLVED that the Camden County Board of Commissioners supports HR 1288 "WWII Merchant Mariners Service Act" and so orders that this Resolution be sent to Senator Richard Burr and Senator Kay Hagen for this matter to be placed into action before the US Senate in such form as a companion bill to HR 1288, with their full support, to ensure expedient passage, leading to law, before this all becomes history.

Adopted this 7<sup>th</sup> day of April, 2014

  
Garry Meiggs, Chairman  
NC Camden County Board of Commissioners

(Resolution 2014-04-01 Page 2)

**Consent Agenda**

**Item 5. F. Declaration of Surplus – HP Plotter**

HP Designjet 1050cPlus. Factory model C6074B. Serial Number SG44E13123. This plotter was located in the tax office and was relocated to the Planning Office. It is not being used as the Planning Office has a Scanner/Plotter Combination. Said HP Designjet 1050cPlus, Factory model C6074B, Serial Number SG44E13123 is surplus.

**Consent Agenda**

**Item 5. G. National Day of Prayer Proclamation**

NATIONAL DAY OF PRAYER

MAY 1, 2014

A PROCLAMATION

BY THE CAMDEN COUNTY BOARD OF COMMISSIONERS  
CAMDEN, NORTH CAROLINA

WHEREAS, National Days of Prayer have been part of our country's heritage since the first one was declared by the Continental Congress in 1775; and

WHEREAS, leaders of our Nation have relied upon the power of prayer throughout American history; and

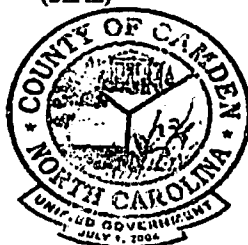
WHEREAS, May 5, 2011, marks the 60<sup>th</sup> consecutive observance of the National Day of Prayer, as mandated by both Houses of Congress and by our President in Public Law 100-307; and

WHEREAS, it is good that we acknowledge that we are all God's handiwork and that it is appropriate to call upon Him in prayer; and

NOW, THEREFORE, the Camden County Board of Commissioners in Camden, North Carolina, does hereby proclaim May 2, 2013, as "NATIONAL DAY OF PRAYER" in Camden, North Carolina and urge our citizens to join together in their homes, places of work, and places of worship, to pray for the unity of the hearts of all mankind and to continue in prayer for our State and our Nation.

This the 7<sup>th</sup> day of April, 2014.

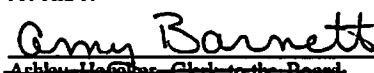
(SEAL)





Garry Meiggs, Chairman  
Camden County Board of Commissioners

ATTEST:

  
~~Ashley Hoffman, Clerk to the Board~~  
Amy Barnett, Assistant Clerk  
to the Board

***Consent Agenda***

***Item 5. H. Set Public Hearing: Ordinance No. 2014-03-01: Proposed Amendments to Chapter 151 (Unified Development Ordinance) of the Camden County Code of Ordinances***

Proposed amendments to address modification to the maximum height (Article 151.065) of a building being at 35 feet. With the possibility of some commercial structures exceeding the 35 feet, staff has requested that this may be waived and set as a condition through the application and approval of a special use permit. Requested input from both fire chief's and have input from South Camden's fire Chief and has no problem with proposed language.

Second amendment came out of a meeting with all members of the 4 Water Shed Advisory District requiring subdivisions provide a 30 foot drainage/maintenance easements along all lead ditches that carry water from upstream through the development.

Planning Board met on March 19, 2014 and after discussion with staff recommended approval on a 6-0 vote.

Recommendation is to set public hearing for April 21, 2014.

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*Consent Agenda*

*Item 5. I. School Budget Amendments*

Budget Amendment

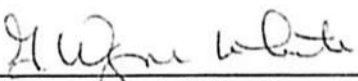


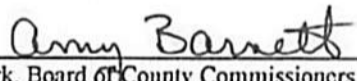
Camden County Schools Administrative Unit

Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 13<sup>th</sup> day of March, 2014, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2014.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Curricular Services	17,950.97	
5200	Speical Curricular Services		1,500.00
6100	Regular Support & Dev Services		18,855.00
6400	Technology Support Services		800.00
6900	Policy Ldrshp & Pub Rel Serv	800.00	
8200	Pymts to Other Govt Units	3,097.95	
<b>Explanation:</b>			
Total Appropriation in Current Budget			\$ 1,431,768.00
Amount of Increase/Decrease of Above Amendment			+693.92
Total Appropriation in Current Amended Budget ....			\$ 1,432,461.92

<p>Passed by majority vote of the Board of Education of Camden County on the 13<sup>th</sup> day of March 2014.</p> <p>                  _____                  Chairman, Board of Education</p> <p>                  _____                  Secretary, Board of Education</p>	<p>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 <u>7<sup>th</sup></u> day of <u>April</u> 20<u>14</u>.</p> <p>                  _____                  Chairman, Board of County Commissioners</p> <p><i>ASX</i>                    _____                  Clerk, Board of County Commissioners</p>
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**BUDGET AMENDMENT**  
**February 13, 2014**

**8. Other Local Current Expense Fund**

- A. We have received our allotment for the USCG Jr. Leadership program and must increase the budget for the additional revenue received. We request your approval of the following amendment.**

<u>USCG Jr. Leadership Program</u>	
5110.301.123 Salary – Teacher	\$ + <u>693.92</u>
<b>Total – USCG Jr. Leadership Program</b>	<b>\$ + 693.92</b> =====
<b>3590.301 - Revenue – Jr. Leadership Program</b>	<b>\$ - 693.92</b> =====

- B. We have reviewed this program area and find that we must transfer funds to match the grant budget areas as amended. We request your approval of the following.**

<u>Carol M. White PEP Grant</u>	
5113.332.411 Instructional Supplies	\$ + 46,131.20
5113.332.418 Comp Software & Supplies	+ 3,500.00
5113.332.461 Pur of Non-Cap Equipment	+ 7,000.00
5113.332.541 Pur of Equipment	- 39,374.15
5213.332.311 Contracted Services	- 1,500.00
6113.332.151 Salary – Administrative Assistant	- 1,699.00
6113.332.152 Salary – Technical Specialist	- 5,491.00
6113.332.176 Salary – Program Manager	- 11,862.00
6113.332.184 Longevity Pay	+ 197.00
8200.332.392 Indirect Costs	+ <u>3,097.95</u>
<b>Total – Carol M. White PEP Grant</b>	<b>\$ + .00</b>

- C. We have reviewed this program area and find that we must transfer funds to meet the needs of our district buildings. We request your approval of the following amendment.**

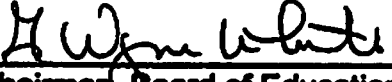
<u>Maintenance of Plant</u>	
6580.802.311... 50 Contracted Services	\$ + 25,000.00
6580.802.422... 50 Repair Parts, Materials	- <u>25,000.00</u>
<b>Total – Maintenance of Plant</b>	<b>\$ + .00</b>

- D. We have reviewed this program area and find that we must transfer funds within the program. We request your approval of the following.**

**Budget Amendment  
Other Local Current Expense Fund  
March 13, 2014, Page 2**

<u>School Technology</u>			
6400.905.341	Telephone for Telecom	\$ -	800.00
6940.905.341	Telephone for Telecom	+	<u>800.00</u>
Total – School Technology		\$ +	.00

Passed by majority vote of the Board of  
Education of Camden County on the 13<sup>th</sup>  
day of March, 2014.

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

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



Budget Amendment

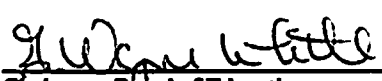
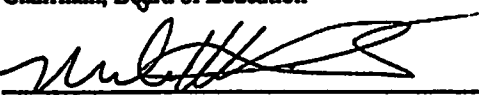


Camden County Schools Administrative Unit

Local Current Expense Fund

The Camden County Board of Education at a meeting on the 13<sup>th</sup> day of March, 2014, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2014.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Curricular Services	181.00	
5400	School Bldg Support Services	1005.00	
5800	School Based Support Services	10.00	
6100	Regular Support & Dev Services		1,872.00
6500	Operation Support Services	70.00	
6900	Policy, Leadership & Pub Rel.	1,606.00	
<b>Explanation:</b>			
Total Appropriation in Current Budget		\$ 2,061,036.00	
Amount of Increase/Decrease of Above Amendment		1,000.00	
Total Appropriation in Current Amended Budget ....		\$ 2,066,036.00	

<p>Passed by majority vote of the Board of Education of Camden County on the 13<sup>th</sup> day of March, 2014</p> <p>                  Chairman, Board of Education</p> <p>                  Secretary, Board of Education</p>	<p>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 <u>7<sup>th</sup></u> day of <u>APRIL</u> 20<u>14</u>.</p> <p>                  Chairman, Board of County Commissioners</p> <p>                  Clerk, Board of County Commissioners</p>
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**BUDGET AMENDMENT**  
**March 13, 2014**

**2. Local Current Expense Fund**

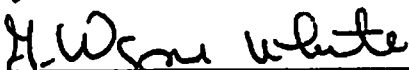
**A. We have received funds for the Regional Principal of the Year program and must increase our budget to reflect the receipt of these funds. We request your approval of the following amendment.**

<u>Office of the Principal</u>	
5400.870.459 Other Food Purchases	\$ + <u>1,000.00</u>
 Total – Office of the Principal	 \$ + 1,000.00 =====
 2.4490 Miscellaneous Operating Revenue	 \$ - 1,000.00 =====

**B. We have reviewed this area of the budget and find that we must transfer funds to cover employer paid benefits. We request your approval of the following amendment.**

<u>Other Employee Benefits</u>	
5110.910.231 Emp Hosp Ins Costs	\$ + 61.00
5113.910.233 Emp Unempl Ins Costs	+ 100.00
5120.910.233 Emp Unempl Ins Costs	+ 20.00
5400.910.233 Emp Unempl Ins Costs	+ 5.00
5830.910.233 Emp Unempl Ins Costs	+ 10.00
6110.910.232 Emp Worker's Comp Ins Costs	- 1,872.00
6540.910.233 Emp Unempl Ins Costs	+ 20.00
6550.910.233 Emp Unempl Ins Costs	+ 50.00
6910.910.233 Emp Unempl Ins Costs	+ 200.00
6940.910.239 Hrt/Str/Vision – Emp Ins Costs	+ <u>1,406.00</u>
 Total – Other Employee Benefits	 \$ + .00

Passed by majority vote of the Board of Education of Camden County on the 13<sup>th</sup> day of March 2014.

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

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

*Consent Agenda*

**Item 5. J. Set Hearing Dates – 2014 Board of Equalization & Review**

Pursuant to G.S. 105-322(e), and in order to advertise, the hearing dates for the 2014 Board of Equalization and Review are recommended as follows: Convene on April 21, 2014 and Adjourn on June 2, 2014.

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**Commissioner's Report(s)**

Vice Chairman Commissioner Michael McLain had the following to report:

- SPCA
  - The SPCA is in the process of letting the bid for the new SPCA building; funding is in place so the new building should start construction fairly soon.
  - There will be an open house function at some point in the future, date will be shared when it becomes available
  - SPCA owns the building on Pitts Chapel Road, it needs re-modeling prior to occupancy by animals and their care givers.
- Workforce Development Board
  - RFP's (requests for proposals) have been issued per state rules to see if there are any bidders
  - It is an ongoing process regarding outstanding RFP's
  - Workforce Development Board provides employer services that give tax credits and on-the-job training funds, in addition to funds for 50% funding of new hires for those that meet the requirements
- Spoke briefly about the ARPO draft scores for all the highway projects that are planned for this area

Commissioner Sandra Duckwall had the following to report:

- Library statistics – the visitor count for the month of March 2014 was over 1400 people
- May 1, 2014 is National day of prayer. There will be an observance at the Courthouse on the front lawn.

Commissioner Randy Krainiak had the following to report:

- There will be a trip to Atlantic City sponsored by the Camden County Senior Center. You do not have to be a senior to go. The trip is on June 22-24. Contact Shana Trafton at the Senior Center for more information.
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**County Manager's Report**

County Manager, Michael Renshaw had the following items to report:

- Friday, May 9, 2014 at 2:00 PM, the county is hosting a Ribbon Cutting Ceremony at the Eco-Industrial Park. The public is invited to attend. About 200 guests and dignitaries have been invited; Thanks go out to the Elizabeth City Chamber of Commerce for their help getting the invitations out. RSVP's are already coming in.
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**Information, Reports, & Minutes From Other Agencies**

The following items were provided to the Board for their information, and a copy of these items is maintained in the Clerk's office.

- A. March 2014 Library Statistics
  - B. ARPO Draft Project Scores
  - C. Sales Collection Report
  - D. Land Transfer Tax Report
  - E. Register of Deeds Account Balance Report
  - F. NC Department of Insurance Training and Inspections
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**Other Matters**

- A. Closed Session: Pursuant to G.S. 143-318.11(a)(3) - Consultation with Attorney; & G.S. 143-318.11(a)(6) - Personnel
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**Closed Session, 7:50 P.M.** Pursuant to G.S. 143-318.11(a)(3) - Consultation with Attorney; & G.S. 143-318.11(a)(6) - Personnel

At 7:50 P.M., Commissioner Sandra Duckwall made a motion to go into closed session pursuant to G.S. 143-318.11(a)(3) - Consultation with Attorney and G.S. 143-318.11(a)(6) - Personnel matters. The motion passed 5-0 with Chairman Garry Meiggs, Vice-Chairman Michael McLain, 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 7:50 PM.

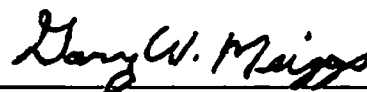
By acclamation, the Commissioners came out of closed session at 8:15 P.M. and reconvened the regular session of the April 7, 2014 Board of Commissioners meeting.

**Actions Taken By the Board Arising out of Closed Session:**

Commissioner Riggs made the following motion: "With the Boards' appreciation to Ms. Honaker, to relieve her from her position and any other obligations of her position effective immediately." The motion passed 5-0 with Chairman Garry Meiggs, Vice-Chairman Michael McLain, Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

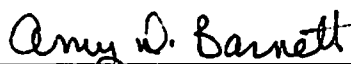
**Meeting Adjourned**

At 8:20 P.M., Chairman Garry Meiggs asked if there were any other matters to come before the Board of Commissioners, hearing none, and by acclamation the meeting was adjourned.



Chairman Garry Meiggs  
Camden County Board of Commissioners

ATTEST:



Amy D. Barnett, Assistant Clerk to the Board  
County of Camden, NC