

**Camden County Board of Commissioners  
Regular & Organizational Meeting  
December 1, 2014  
8:30 A.M.  
Historic Courtroom, Courthouse Complex  
Camden, North Carolina**

**MINUTES**

The organizational and regular meeting of the Camden County Board of Commissioners was held on Monday, December 1, 2014 at 8:30 AM., in the Camden County Historical Courtroom, Camden, North Carolina. The following members were present:

Commissioners Garry Meiggs, Michael McLain, Sandra Duckwall,  
Clayton Riggs Tom White and Randy Krainiak

Also attending was County Manager Michael Renshaw, Clerk to the Board Angela Wooten, and County Attorney John Morrison.

**Call to Order**

County Attorney John Morrison called the December 1<sup>st</sup>, 2014 Organizational Meeting of the Camden County Board of Commissioners.

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**Invocation and Pledge of Allegiance**

Commissioner Randy Krainiak gave invocation and lead those present in the Pledge of Allegiance.

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**Consideration of Agenda**

The County Attorney John Morrison asked if there were any changes to the agenda. Manager Renshaw requested to remove item 2.B November 24<sup>th</sup>, 2014– Work Session draft minutes.

Commissioner Clayton Riggs made a motion to remove item 2.B - November 24<sup>th</sup> work session draft minutes. The motion passed 5-0 with Commissioners Garry Meiggs, Michael McLain, Sandra Duckwall, Clayton Riggs and Randy Krainiak voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Commissioner Sandra Duckwall made a motion to approve the agenda as amended. The motion passed 5-0 with Commissioners Garry Meiggs, Michael McLain, 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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**Consideration of Minutes**

November 17th, 2014 & November 24th, 2014

Commissioner Riggs made a motion to approve the November 17<sup>th</sup> and November 24<sup>th</sup> as amended. The motion passed 5-0 with Commissioners Garry Meiggs, Michael McLain, Sandra Duckwall, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

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**Presentations**

Commissioner Garry Meiggs presented a plaque to Outgoing Commissioner Randy Krainiak thanking him for his service to the County.

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**Swearing-In Ceremony**

The following public officials were sworn in by the Honorable Judge Eula E. Reid of the 1<sup>st</sup> Judicial District Court

|  |                     |
|--|---------------------|
| Commissioner Elect .....               | Tom White           |
| Commissioner.....                      | Clayton Riggs       |
| County Manager.....                    | Michael Renshaw     |
| County Attorney .....                  | John Morrison       |
| Sheriff.....                           | Tony Perry          |
| Tax Administrator....                  | Lisa Anderson       |
| Clerk of Superior Court.....           | Paula J. Harrison   |
| Assistant Clerk of Superior Court....  | Jennifer L. Gray    |
| Deputy Clerk of Superior Court... ..   | Karla E. Brooks     |
| Deputy Clerk of Superior Court... ..   | Angela J. Wood      |
| Deputy Clerk of Superior Court.. ..    | Y. Monique Chamblee |
| Gates Co. Clerk of Superior Court..... | Nell F. Wiggins     |
| Board of Education.....                | Chris M. Wilson     |
| Board of Education.....                | Sissy Aydlett       |
| Board of Education.....                | Jason A. Banks DDS  |

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**Election of Chairman to the Board**

Commissioner Sandra Duckwall nominated Commissioner Mike McLain as Chairman of the Board of Commissioners.

There being no further nominations, Commissioner Garry Meiggs made a motion to close nominations. The motion passed 5-0 with Commissioners Garry Meiggs, Michael McLain, Sandra Duckwall, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

The nomination of Mike McLain as Chairman of the Board of Commissioners passed 5-0 at 9:05 AM with Commissioners Garry Meiggs, Michael McLain, Sandra Duckwall, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

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**Election of Vice Chairman to the Board**

Commissioner Garry Meiggs nominated Commissioner Sandra Duckwall as Vice Chairman of the Board of Commissioners.

There being no further nominations, Commissioner Tom White made a motion to close nominations. The motion passed 5-0 with Commissioners Garry Meiggs, Michael McLain, Sandra Duckwall, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

The nomination of Sandra Duckwall as Vice Chairman of the Board of Commissioners passed 5-0 at 9:07AM with Commissioners Garry Meiggs, Michael McLain, Sandra Duckwall, Clayton Riggs and Tom White voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

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**Approval of Bonds**

Finance Officer  
 Treasurer Courthouse/Shiloh Fire Commission  
 Treasurer South Mills Fire District  
 Treasurer Joyce Creek Drainage District  
 Treasurer South Camden Water and Sewer District  
 Treasurer Camden Tourism Development Authority  
 Board of Commissioners  
 Tax Assessor & Collector County  
 Sheriff  
 Register of Deeds

Vice Chairman Sandra Duckwall made a motion to approve the bonds of the Sheriff, Register of Deeds, Tax Administrator and Finance Officer. The motion passed 5-0 with Commissioners Garry Meiggs, Sandra Duckwall, Michael McLain, Tom White, and Clayton Riggs voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting

**2015 Meeting Calendar**

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**MEETING CALENDAR**  
**2015**

| <b>Date of Meeting</b>  | <b>Time of Meeting</b> | <b>Agenda Items "Completed" with Summary Sheets Due in Clerks Office</b> | <b>Deadline</b> |
|---|------------------------|--|-----------------|
| Monday, January 5 <sup>th</sup> , 2015  | 7:00 PM                | Wednesday, December 31 <sup>st</sup> , 2014                              | 12:00 PM        |
| Monday, February 2 <sup>nd</sup> , 2015   | 7:00 PM                | Wednesday, January 28 <sup>th</sup> , 2015                               | 12:00 PM        |
| Monday, February 16 <sup>th</sup> , 2015  | 7:00 PM                | Wednesday, February 11 <sup>th</sup> , 2015                              | 12:00 PM        |
| Monday, March 2 <sup>nd</sup> , 2015  | 7:00 PM                | Wednesday, February 25 <sup>th</sup> , 2015                              | 12:00 PM        |
| Monday, April 6 <sup>th</sup> , 2015  | 7:00 PM                | Wednesday, April 1 <sup>st</sup> , 2015                                  | 12:00 PM        |
| Monday, April 20 <sup>th</sup> , 2015   | 7:00 PM                | Wednesday, April 15 <sup>th</sup> , 2015                                 | 12:00 PM        |
| Monday, May 4 <sup>th</sup> , 2015  | 7:00 PM                | Wednesday, April 29 <sup>th</sup> , 2015                                 | 12:00 PM        |
| Monday, June 1 <sup>st</sup> , 2015   | 7:00 PM                | Wednesday, May 27 <sup>th</sup> , 2015                                   | 12:00 PM        |
| Monday, June 15 <sup>th</sup> , 2015  | 7:00 PM                | Wednesday, June 10 <sup>th</sup> , 2015                                  | 12:00 PM        |
| Monday, July 6 <sup>th</sup> , 2015   | 7:00 PM                | Wednesday, July 1 <sup>st</sup> , 2015                                   | 12:00 PM        |
| Monday, August 3 <sup>rd</sup> , 2015   | 7:00 PM                | Wednesday, July 29 <sup>th</sup> , 2015                                  | 12:00 PM        |
| Tuesday, September 8 <sup>th</sup> , 2015   | 7:00 PM                | Wednesday, September 2 <sup>nd</sup> , 2015                              | 12:00 PM        |
| Monday, September 21 <sup>st</sup> , 2015   | 7:00 PM                | Wednesday, September 16 <sup>th</sup> , 2015                             | 12:00 PM        |
| Monday, October 5 <sup>th</sup> , 2015  | 7:00 PM                | Wednesday, September 30 <sup>th</sup> , 2015                             | 12:00 PM        |
| Monday, November 2 <sup>nd</sup> , 2015   | 7:00 PM                | Wednesday, October 28 <sup>th</sup> , 2015                               | 12:00 PM        |
| Monday, November 16 <sup>th</sup> , 2015  | 7:00 PM                | Tuesday November 10 <sup>th</sup> , 2015                                 | 12:00 PM        |
| Monday, December 7 <sup>th</sup> , 2015   | 7:00 PM                | Wednesday, December 2 <sup>nd</sup> , 2015                               | 12:00 PM        |
| DURING ANY MONTH WITH ONLY ONE SCHEDULED MEETING, AN ADDITIONAL MEETING MAY BE SCHEDULED IF THE WORKLOAD IS ADEQUATE. |                        |  |                 |

Commissioner Garry Meiggs made a motion to approve the 2015 Board of Commissioners meeting calendar. The motion passed 5-0 with Commissioners Garry Meiggs, Sandra Duckwall, Michael McLain, Tom White, and Clayton Riggs voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

**2015 State Holiday Schedule**

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STATE OF NORTH CAROLINA  
OFFICE OF STATE PERSONNEL  
1331 MAIL SERVICE CENTER • RALEIGH, NC 27699-1331

PAT McCRORY  
GOVERNOR

C. NEAL ALEXANDER, JR.  
STATE PERSONNEL DIRECTOR

**TO:** Agency Heads and Chancellors  
**FROM:** Neal Alexander Jr.  
**DATE:** January 24, 2013  
**SUBJECT:** 2015 Holiday Schedule

Listed below are the holidays that will be observed by State employees during 2015.

|                                  |                            |                                |
|----------------------------------|----------------------------|--------------------------------|
| New Year's Day                   | January 1, 2015            | Thursday                       |
| Martin Luther King, Jr. Birthday | January 19, 2015           | Monday                         |
| Good Friday                      | April 3, 2015              | Friday                         |
| Memorial Day                     | May 25, 2015               | Monday                         |
| Independence Day                 | July 3, 2015               | Friday                         |
| Labor Day                        | September 7, 2015          | Monday                         |
| Veteran's Day                    | November 11, 2015          | Wednesday                      |
| Thanksgiving                     | November 26 & 27, 2015     | Thursday and Friday            |
| Christmas                        | December 23, 24 & 25, 2015 | Wednesday, Thursday and Friday |

**NOTE:** The schedule shall be used by all State agencies operating under the policies, rules and regulations of the Office of State Personnel. Institutions of higher education and agencies requiring a twenty-four hour operation may adopt varying holiday schedules in keeping with operational needs, provided the employees are given the same number of holidays as approved by the State Personnel Commission. Such special holiday schedules must be filed with the Office of State Personnel.

It is recognized that some agencies may need to adopt an additional holiday schedule applicable to employees working in twenty-four hour operation; this schedule would designate as holidays the specific dates of the legal observances rather than the substitute weekdays when the observance occurs on Saturday or Sunday. This would be in keeping with the purpose of the holiday premium pay policy.

AN EQUAL OPPORTUNITY EMPLOYER  
LOCATION: 116 WEST JONES STREET • RALEIGH, NC • TELEPHONE: (919) 807-4800  
WWW.OSP.STATE.NC.US

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Commissioner Clayton Riggs made a motion to adopt the 2015 Employee Holiday Schedule. The motion passed 5-0 with Commissioners Garry Meiggs, Sandra Duckwall, Michael McLain, Tom White, and Clayton Riggs voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting

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### Public Comments

*Roger Ferrel – Chairman of the Public Safety Committee*

- *Come to the board wondering why Camden and Pasquotank cant communicate like the EMTs*

*Kate Thomas – Culpepper Road in South Mills, NC*

- *Has worked in both public and private sectors of EMS*
  - *Revenue does not come back to the County in Private Sectors*
  - *New EMTs would be unfamiliar with Camden and inexperienced*
  - *Feels the citizens are being used as pawns*
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### Consent Agenda

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Vice Chair Sandra Duckwall made a motion to approve the consent agenda as presented. The motion passed 5-0 with Commissioners Garry Meiggs, Sandra Duckwall, Michael McLain, Tom White, and Clayton Riggs voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

**Consent Agenda**

**Item 11.A - Budget Amendments – BA013 through BA014**

2014-15-BA013  
 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, 2015.

Section 1. To amend South Mills Sewer Project Fund as follows:

| ACCT NUMBER   | DESCRIPTION OF ACCT | AMOUNT      |             |
|---------------|---------------------|-------------|-------------|
|               |                     | INCREASE    | DECREASE    |
| Expenses:     |                     |             |             |
| 297400-597230 | Sewer Upgrade       | \$52,195.98 |             |
| 299990-500000 | Contingency         |             | \$52,195.98 |

This will result in a decrease of \$0.00 in the Contingency of the General Fund.

Balance in Contingency \$38,500.00.

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 1<sup>st</sup> day of December, 2014.



Clerk to Board of Commissioners



Chairman, Board of Commissioners

2014-15-BA014  
 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, 2015.

Section 1. To amend Water/Sewer Upgrade Fund as follows:

| ACCT NUMBER     | DESCRIPTION OF ACCT | AMOUNT      |          |
|-----------------|---------------------|-------------|----------|
|                 |                     | INCREASE    | DECREASE |
| Expenses:       |                     |             |          |
| 237500-599900   | Fund Reserves       | \$52,195.98 |          |
| Revenues:       |                     |             |          |
| 23330750-439829 | Sewer Project Fund  | \$52,195.98 |          |

This will result in a decrease of \$0.00 in the Contingency of the General Fund.

Balance in Contingency \$38,500.00.

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 1<sup>st</sup> day of December, 2014.



Clerk to Board of Commissioners



Chairman, Board of Commissioners

**Item 11.B - School Budget Amendment**

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Budget Amendment

Camden County Schools Administrative Unit

Capital Outlay Fund

The Camden County Board of Education at a meeting on the 13<sup>th</sup> day of November, 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, 2015.

| Code Number  | Description of Code   | Amount     |            |
|--|-----------------------|------------|------------|
|  |                       | Increase   | Decrease   |
| 9100   | Category I Projects   | 136,087.00 |            |
| 9200   | Category II Projects  |            | 38,000.00  |
| 9300   | Category III Projects |            | 56,484.00  |
| Explanation:                                       |                       |            |            |
| Total Appropriation in Current Budget              |                       | \$         | 359,889.20 |
| Amount of Increase / (Decrease) of Above Amendment |                       |            | +41,603.00 |
| Total Appropriation in Current Amended Budget      |                       | \$         | 401,492.20 |

|  |  |
|--|--|
| <p>Passed by majority vote of the Board of Education of Camden County Schools on the 13<sup>th</sup> day of November 2014.</p> <p><i>H. W. ...</i><br/>         Chairman, Board of Education</p> <p><i>Angela ...</i><br/>         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 in the minutes of said Board, this 1 day of December 2014.</p> <p><i>Mike ...</i><br/>         Chairman, Board of County Commissioners</p> <p><i>Angela ...</i><br/>         Clerk, Board of County Commissioners</p> |
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**Item 11.C - Resolution in support of US 158 as a Strategic Highway Corridors**

BOARD OF COMMISSIONERS

GARRY W. RIGGS  
 Chairman

P. MICHAEL McLEIN  
 Vice-Chairman

SANDRA J. DUCKWALL  
 CLAYTON D. RIGGS  
 RANDY KRAINAK



MICHAEL RENSLOW  
 County Manager

ANGELA WOOTEN  
 Clerk to the Board

JOHN S. MORRISON  
 County Attorney

**Resolution No. 2014-12-01**

**A RESOLUTION OF THE CAMDEN COUNTY BOARD OF COMMISSIONERS IN SUPPORT OF INCLUDING US 158, US 168 AND THE MID-CURRITUCK BRIDGE ON THE STRATEGIC TRANSPORTATION CORRIDORS NETWORK MAP**

**WHEREAS**, the North Carolina Department of Transportation has recently replaced the Strategic Highway Corridors network map adopted by the North Carolina Board of Transportation in 2004 with the Strategic Transportation Corridors map; and

**WHEREAS**, the Strategic Transportation Corridors network map omits US 158, east of US 17, US 168 and the Mid-Currituck Bridge which were previously included on the Strategic Highway Corridors network map; and

**WHEREAS**, these corridors are vital for economic development, mobility and safety of residents and visitors of Northeastern North Carolina; and

**WHEREAS**, the US 158 and US 168 corridors are the primary hurricane evacuation routes for residents and visitors of the Outer Banks and the State of Virginia has informed us, as part of the Barco Diversion Plan, they may close the border and require all North Carolina residents and visitors to enter Virginia via I-95; and

**WHEREAS**, the US 158 and US 168 corridors connect Northeastern North Carolina to one of only two deep water ports on the east coast - the Port of Virginia, two major airports, and Hampton Roads; and

**WHEREAS**, the Mid-Currituck bridge would serve as an alternate hurricane evacuation route for residents and visitors of the Outer Banks, reduce congestion, create jobs, and create tax revenue for the State from toll revenue; and

**NOW, THEREFORE, BE IT RESOLVED** that the Camden County Board of Commissioners hereby supports the inclusion of US 158 east of US 17, US 168 and the Mid-Currituck Bridge on the Strategic Transportation Corridors Map.

*Angela Wooten*  
 Angela Wooten  
 Clerk to the Board

*Mike McLain*  
 Mike McLain, Chairman  
 Camden County Board of Commissioners



**Item 11.D - Refunds**

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| REFUNDS OVER \$100.00 |  | Camden 1  |                          |
|-----------------------|--|---|--------------------------|
| Refund#               | Refund TO:   | Reference:  | Drawer/Transaction Info: |
| 1,492.22              | DETECTIVE R. BOWMAN<br>110 S. SPENCER AVENUE<br>CAMDEN NC 27921                | 2014 R 03 8943 04 06 00 0000<br>OVERPAYMENT - R-82545-14      | 20141028 3 214834        |
| 249.40                | CORRECTIONS - ATTN: REFUND DEPT.<br>BOX #41258<br>PORT WORTH TX 761610258      | 2014 R 01-7041-06-15 8154.0000<br>OVERPAYMENT - R-82171-14    | 20141118 2 215305        |
| 1,349.27              | CORRECTIONS - ATTN: REFUND DEPT.<br>BOX #41258<br>VIRGINIA BEACH VA 23451      | 2014 R 02 8936 00 00 8712.0000<br>OVERPAYMENT - R-82171-14    | 20141118 2 215318        |
| 115.21                | CORRECTIONS - ATTN: REFUND DEPT.<br>P.O. BOX #41258<br>PORT WORTH TX 761610258 | 2014 R-02 8934 01 06 8911 0002<br>OVERPAYMENT - R-82551-14    | 20141118 3 215341        |
| 1,732.76              | CORRECTIONS - ATTN: REFUND DEPT.<br>P.O. BOX #41258<br>PORT WORTH TX 761610258 | 2014 R-82051-14 & R-82055-14<br>OVERPAYMENT                   | 20141118 3 215353        |
| 1,902.81              | CORRECTIONS - ATTN: REFUND DEPT.<br>P.O. BOX #41258<br>PORT WORTH TX 761610258 | 2014 R-02 8934 00 11 7188 0000<br>OVERPAYMENT - R-86131-14    | 20141118 2 215354        |
| 1,668.68              | CORRECTIONS - ATTN: REFUND DEPT.<br>P.O. BOX #41258<br>PORT WORTH TX 761610258 | 2014 R-82827 AND R-82291<br>OVERPAYMENT                       | 20141120 2 215372        |
| 1,149.41              | CORRECTIONS TAX SERVICE<br>815 SANDY BECK ROAD<br>SHILOH NC 27978              | 2014 R 03-8973-08-21-7659-0000<br>OVERPAYMENT                 | 20141118 2 215377        |
| 115.21                | LEWIS REAL ESTATE TAX SERVICE<br>1121 PARK VIEW DRIVE<br>COWLING CA 92724      | 2014 R 02 8934 01 06 9911 0002<br>OVERPAYMENT - R-82725-14    | 20141118 3 215387        |
| 191.20                | QUALITY CARPET CARE<br>104 NORTH 343<br>CAMDEN NC 27921                        | 2014 R 020084<br>LISTED BY LEASING COMPANY                    | 20141110 09 215119       |
| 282.60                | WILLIAMS WALKER ARCHW<br>116 BLACK BEAR WAY<br>SOUTH WILKES NC 27276           | 2014 R-87084 87080 87846 82500<br>OVERPAYMENT-STORM WATER FEE | 20141028 2 214833        |
| 9,337.21              | Total Refunds  |   | ***                      |

SUBMITTED BY Lisa S. Anderson DATE 11-26-14  
Lisa S. Anderson, Tax Administrator Camden County

APPROVED BY Garry Meiggs DATE 12-1-14  
Garry Meiggs, Chairman Camden County Board of Commissioners

**Commissioner's Report**

None

**County Manager's Report**

County Manager Mike Renshaw had the following items to report:

- Board of Commissioners and the Board of Education will meet December 1<sup>st</sup>, 2014 in the auditorium of the Camden Middle School at noon.
- Christmas Tree Lighting Ceremony Thursday, December 4th at 5 pm

**Information from Board and Staff**

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. Capital Watch - Nov. 21, 2014
- B. Comment on Strategic Transportation Corridors
- C. Christmas Tree Lighting
- D. Transfer of Funds
- E. Revolving Loan Fund Brochure
- F. AC Board Agenda Packet - November 2014.
- G. November Sales Tax Report
- H. Register of Deeds - October, 2014
- I. Sheriff's Office Monthly Report

**Other Matters (For discussion and possible action)**

**CLOSED SESSION**

Vice Chairman Sandra Duckwall made a motion to go into closed session at 9:25 AM. The motion passed 5-0 with Commissioners Garry Meiggs, Sandra Duckwall, Michael McLain, Tom White, and Clayton Riggs voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Commissioner Clayton Riggs made a motion to come out of closed session at 9:45 AM. The motion passed 5-0 with Commissioners Garry Meiggs, Sandra Duckwall, Michael

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McLain, Tom White, and Clayton Riggs voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

**Meeting Recessed**

At 9:46 AM, Chairman McLain asked if there were any other matters to come before the Board of Commissioners, hearing none, and by acclamation the meeting was adjourned.

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Chairman Mike McLain  
Camden County Board of Commissioners

ATTEST:

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Angela Wooten  
Clerk to the Board