



CAMDENCOUNTY

new energy. new vision.

**BOARD
OF
COMMISSIONERS**

**October 01, 2018
7:00 PM**

This agenda is only a tentative schedule of matters the Commissioners may address at their meeting and all items found on it may be deleted, amended or deferred. The Commissioners may also, in their absolute discretion, consider matters not shown on this agenda.

Special accommodations for the disabled who attend public meetings can be made by contacting the Clerk to the Board 24 hours in advance at 252-338-6363, Ext. 100.

Please turn Cell Phone ringers off during the meeting.

Agenda

**Camden County Board of Commissioners
BOC - Regular Meeting
October 01, 2018
7:00 PM
Historic Courtroom, Courthouse Complex**

Call to Order

ITEM 6:00 PM Closed Session

ITEM 7:00 PM Reconvene BOC Meeting / Welcome

Invocation & Pledge of Allegiance

1. Rev. William Sawyer

ITEM 1. Public Comments

It is requested that comments be limited to (2-3) minutes. The length and number of comments may be limited upon the Chairman's discretion due to scheduling and other issues.

ITEM 2. Conflict of Interest Disclosure Statement

ITEM 3. Consideration of Agenda (For discussion and possible action)

ITEM 4. Presentations (For discussion and possible action)

1. Department Update - Brian Lannon, Soil & Water Conservation

Recess to South Camden Water & Sewer District Board of Directors Meeting

Reconvene Board of Commissioners

ITEM 5. Old Business (For discussion and possible action)

- A. Unified Development Ordinance Update - Dan Porter

ITEM 6. New Business (For discussion and possible action)

- A. Tax Report - Lisa Anderson
- B. Rosenwald Community Center - Ken Bowman
- C. Public Services Complex / Administration Campus - Ken Bowman
- D. Vanguard Modular Building Systems - Ken Bowman

ITEM 7. Board Appointments (For discussion and possible action)

- 1. Tourism Development Authority - Tom White (reappointment)

ITEM 8. Consent Agenda

- 1. BOC Special Meeting Minutes - August 27, 2018
- 2. BOC Minutes - September 10, 2018
- 3. FY 18-19 Budget Amendments
- 4. Tax Collection Report
- 5. Refunds Over \$100.00
- 6. Set Public Hearing - Unified Development Ordinance

ITEM 9. Information, Reports & Minutes From Other Agencies

- A. Library Report

ITEM 10. County Manager's Report

ITEM 11. Commissioners' Reports

ITEM 12. Other Matters (For discussion and possible action)

ITEM 13. Adjourn



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Presentations

Item Number: 4.1

Meeting Date: October 01, 2018

Submitted By: Karen Davis, Clerk to the Board
Soil & Water Conservation
Prepared by: Karen Davis

Item Title Department Update - Brian Lannon, Soil & Water Conservation

Attachments: What is a Soil and Water Conservation District (002)
(PDF)
Board Retreat -Mission objectives actions(DOCX)
Clearing and Snagging Projects Summary
(DOCX)

Summary:

Brian Lannon will give an update from Soil & Water Conservation.

Welcome!

Congratulations for being elected or appointed as a soil and water conservation district supervisor in North Carolina! Your role is very important to help implement soil and water conservation programs that positively impact the citizens of your community.

This quick reference guide is designed to give you a brief overview of your role and responsibilities, as well as help you become familiar with North Carolina's soil and water conservation program.

North Carolina has one of the top soil and water conservation programs in the country. You are now a part of an important team that will continue to lead and drive important initiatives that are critical to help protect our state's natural resources. Thank you for your willingness to serve in this capacity -- welcome aboard!

What is a Soil and Water Conservation District?

In North Carolina, soil and water conservation districts are organized as governmental subdivisions of the state and as independent political units under **North Carolina General Statute 139**. Most people would think of a district as a territory or border, like that of a county. In the case of soil and water conservation, **the district is the board**, which has the authority to hire district conservation employees if they so choose to help assist them with implementing the state's soil and water conservation programs. It is important to remember that **district conservation employees are hired to assist the district boards**, not the other way around.

Districts work closely with county, state and federal governments and public/private organizations to carry out conservation programs that protect and improve the county's natural resources while assisting private landowners in using conservation practices. In North Carolina, some districts have taken on regulatory responsibilities, in which district law gives the board authority to pass and enforce local ordinances.

Key Points

- 492 soil and water district supervisors are in North Carolina
- North Carolina has 96 soil and water conservation districts
- Districts have five member boards – three members are elected on a general ballot, two members are appointed
- District supervisors establish soil and water conservation priorities based on the needs of their district
- The board “is” the district

What is the governance of a board of district supervisors?

Each district is governed by a **five-member board** of supervisors. **Three supervisors are elected** on the general ballot as non-partisan candidates during the regular election of county officers, and **two are appointed** by the NC Soil and Water Conservation Commission upon recommendation of the local district board of supervisors. An exception to this is the Albemarle Soil and Water Conservation District, which is guided by a board of 17 supervisors (3 elected for each county, and two appointed at-large for the district). **All supervisors serve four-year terms** and are the key to the success of their local district.

How are district soil and water boards funded?

Local districts receive funding from local, state, and federal governments and independent fund-raising efforts. The following are examples of various funding:

LOCAL: Most districts receive funding from their county government that may include appropriations to fund office space, personnel and equipment, as well as specific conservation programs and projects.

STATE: North Carolina provides funding for cost sharing technical and administrative assistance and some equipment through the NC Division of Soil and Water Conservation. It also allocates financial assistance funds to districts to enter into agreements with cooperating landowners and land users to implement conservation best management practices. Funding is available through:

- Matching funds to districts
- Agriculture Cost Share Program (Technical and Financial Assistance)
- Community Conservation Assistance Program (Technical and Financial Assistance)
- Agricultural Water Resources Assistance program (Technical and Financial Assistance)
- Various grants
- Special project funds

FEDERAL: The Natural Resource Conservation Service (NRCS), which is a part of the United States Department of Agriculture, provides personnel, technical assistance and equipment in support of district conservation programs, and may also provide financial assistance through federally initiated conservation programs implemented through local districts.

INDEPENDENT FUND-RAISING: Many districts raise money through grant-writing or activities such as selling tree seedlings and conservation materials, or renting equipment such as no-till drills.

What is a district supervisor's purpose and function?

District law provides authority to districts to meet the needs of landowners and citizens in several ways.

- Deliver state programs administered by the division, including the Agriculture Cost Share Program (ACSP), the Agricultural Water Resources Assistance Program (AgWRAP), Community Conservation Assistance Program (CCAP) and Conservation Reserve Enhancement Program (CREP).
- Deliver federal Farm Bill conservation programs involving natural resource conservation practices, farmland protection, wetlands restoration and wildlife habitat enhancement.
- Assist communities in many areas of natural resource management such as erosion and sediment control, source water protection, storm water management, floodplain management and flood control, water use efficiency, stream restoration, open spaces and small-plot forestry management.
- Respond to natural disasters by helping local landowners and state and local governments with clean-up efforts and restoration including cropland and drainage system cleanup, repair of conservation best management practices, livestock mortality issues and waste management systems.
- Assist with projects of local interest such as conservation easements, environmental education centers, parks and demonstration farms.

ALL FUNDS RECEIVED BY A DISTRICT ARE PUBLIC MONIES. AS A GOVERNMENT BODY, EACH DISTRICT MUST PROPERLY ADMINISTER AND ACCOUNT FOR ALL FUNDS.

Soil and Water Conservation Department Mission and Objectives

Mission Statements developed for the Camden Soil and Water Conservation department are as follows:

1. To foster voluntary, incentive-driven conservation of soil, water and related natural resources thru the North Carolina Ag. Cost Share Programs (NCACSP) for the benefit of the environment, economy and all citizens.
2. To plan and manage maintenance for stormwater drainage within the county and monitor factors that affect stormwater drainage to protect, to the extent practical, the citizens of the County from the loss of life and property damage from flooding and pollution.
3. To reach out and educate citizens on land use and development and the need for sustainability using best management practices to protect and improve soil and water quality as the county grows and prospers because as Franklin Delano Roosevelt said, "A nation that destroys its soil destroys itself."

Objective and Actions for Mission 1:

To develop conservation plans for agricultural lands in the county and contract with cooperators to install best management practices with financial assistance from the Division of Soil and Water Conservation to improve water quality and soil conservation. Also to provide technical assistance to land owners installing best management practices (BMPs).

Objectives and Actions for Mission 2:

To plan and manage drainage maintenance projects recommended by county Watershed Advisory Committees and manage the Aquatic Weed Control Program and Beaver Management Program projects within the county.

To request technical and planning guidance from the US Army Corp of Engineers Flood Plain Management Services needed to support effective flood plain management of the South Mills watershed and the possibility of restoring the outlet to the Perquimans River from the Great Dismal Swamp Wildlife Refuge that was closed by construction on Hwy 158 in Perquimans County many years ago.

Soil and Water recommends developing Standard Operating Procedures for drainage system maintenance and a “dumping ordinance.”

Also as a certified floodplain manager assist the Planning Department with Community Rating System (CRS) and National Flood Insurance Program (NFIP).

Objective and Actions for Mission 3:

To conduct or assist various education and outreach programs sponsored by the Division of Soil and Water Conservation, NFIP, and local schools including poster, bookmark, speech and slide contests, the Envirothon, field days, workshops, FFA forestry and land judging competitions.

Summary of Watershed Projects

North River Watershed

6/21/2017	Run Swamp Canal- Hwy 34 to Hwy 158	\$10,000 DRA
4/11/2016	Run Swamp Canal – Buckhorn Ditch around bend to Hwy 34 culverts	\$13,275
10/16/2015	Run Swamp Canal – bend to Hwy 34 culverts	\$ 2,360
2/10/2015	Run Swamp Canal – Hwy 34 to Indiantown Creek (State Funds)	\$10,000
4/19/2013	Buckhorn Ditch to Indiantown Road (Farmer Funded)	\$ 8,976

Sawyer's Creek Watershed

3/14/2017	Bell Farm Estates & Sawyer's Creek 343 to Sawyer Creek Road Bridge	\$2,665 DRA
8/26/2015	Seymour Drive to NC 158	\$11,760
8/26/2016	Scotland Road to Sawyer's Creek Road & Spur	\$22,125

Shiloh Watershed

3/22/2017	Telephone Exchange Ditch	\$7,965
6/21/2017	Bartlett's Landing to Pasquotank River	\$10,000 DRA
6/21/2017	Bell Farm Ditch, Wiremesh Ditch, Dailey Road	\$8,000 DRA
8/26/2015	Trotman Road to Portahonk Creek & Tributary	\$7,938
	Dailey Road to Pasquotank River	\$7,644
5/2/2016	Bartlett's Landing to Pasquotank River	\$9,440

South Mills Watershed

8/26/2015	Elm Street to Water Plant Shed	\$8,526
	Main Street to Water Plant Shed	
3/28/2016	NC 343 North to Joyce Creek	\$12,390



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Old Business

Item Number: 5.A
Meeting Date: October 01, 2018

Submitted By: Dan Porter, Planning Director
Planning & Zoning
Prepared by: Karen Davis

Item Title UDO Update - Dan Porter

Attachments:

Summary:

Dan Porter will give a brief status report on the revised Unified Development Ordinance.



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 6.A
Meeting Date: October 01, 2018
Submitted By: Lisa Anderson, Tax Administrator
Taxes
Prepared by: Lisa Anderson

Item Title **August Monthly Report**

Attachments: 20180925110223399.pdf (PDF)

Summary: August Monthly Report

Recommendation: Review and approve

**MONTHLY REPORT OF THE TAX ADMINISTRATOR TO THE
CAMDEN COUNTY BOARD OF COMMISSIONERS**

OUTSTANDING TAX DELINQUENCIES BY YEAR

<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2017	127,264.32	4,478.66
2016	38,232.68	2,667.57
2015	19,064.75	1,205.82
2014	14,059.06	1,326.43
2013	10,369.72	5,128.61
2012	7,714.72	7,967.80
2011	5,041.04	6,557.43
2010	4,244.84	4,983.49
2009	3,978.27	4,576.90
2008	3,795.46	5,038.23

Attachment: 20180925110223399.pdf (2179 : August Monthly Report)

TOTAL REAL PROPERTY TAX UNCOLLECTED	233,764.86
TOTAL PERSONAL PROPERTY UNCOLLECTED	43,930.94
TEN YEAR PERCENTAGE COLLECTION RATE	99.60%
COLLECTION FOR 2018 vs. 2017	23,822.87 vs. 19,356.02

LAST 3 YEARS PERCENTAGE COLLECTION RATE

2017	98.13%
2016	99.39%
2015	99.70%

THIRTY LARGEST UNPAID ACCOUNTS

SEE ATTACHMENT "A"

THIRTY OLDEST UNPAID ACCOUNTS

SEE ATTACHMENT "B"

EFFORTS AT COLLECTION IN THE LAST 30 DAYS**ENDING AUGUST 2018****BY TAX ADMINISTRATOR**149 NUMBER DELINQUENCY NOTICES SENT2 FOLLOWUP REQUESTS FOR PAYMENT SENT13 NUMBER OF WAGE GARNISHMENTS ISSUED3 NUMBER OF BANK GARNISHMENTS ISSUED4 NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR
TO DELINQUENT TAXPAYER0 NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)0 PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF
TAX ADMINISTRATOR0 NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO
COUNTY ATTORNEY0 NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR
COLLECTION (I.D. AND STATUS)0 REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS1 NUMBER OF JUDGMENTS FILED

Attachment: 20180925110223399.pdf (2179 : August Monthly Report)

Roll	Parcel Number	Unpaid Amount	YrsDltg	Taxpayer Name	City	Property Address
R	02-8934-01-17-4778.0000	11,330.23	1	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	01-7989-00-01-1714.0000	8,748.30	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8934-01-18-6001.0000	5,706.01	1	LINDA SUE LAMB HINTON	CAMDEN	150 158 US W
R	03-8899-00-45-2682.0000	4,945.29	10	SEAMARK INC.	SHILOH	HOLLY RD
R	02-8944-00-36-1417.0000	4,553.83	1	ROSA ALICE FEREBEE HEIRS	CAMDEN	165 IVY NECK RD
R	02-8937-00-50-8036.0000	4,530.96	1	CLEVELAND WALSTON LE	CAMDEN	187 HERMAN ARNOLD RD
R	03-8961-00-68-3593.0000	3,624.69	2	SECRETARY OF VETERANS AFFAIRS	SHILOH	169 RAYMONS CREEK RD
R	01-7998-01-08-6797.0000	3,617.09	1	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	02-8935-04-63-0820.0000	3,149.84	1	BELCROSS PROPERTIES, LLC	CAMDEN	197 158 US E
R	01-7997-00-75-4295.0000	3,012.56	1	JACKIE E BAILEY	SOUTH MILLS	100 ROBIN CT W
R	01-7090-00-64-6040.0000	2,893.98	1	LINTON RIDDICK	SOUTH MILLS	129 LILLY RD
R	02-8923-00-19-3774.0010	2,823.66	6	WILLIAM CONOVER	CAMDEN	431 158 US W
R	02-8935-02-66-7093.0000	2,805.26	1	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	03-8962-00-05-0472.0000	2,717.17	1	FRANK MCWILLIAN HEIRS	SHILOH	172 NECK RD
R	03-8899-00-16-2671.2425	2,668.79	1	SPRING LOTUS LLC	SHILOH	141 EDGEWATER DR
R	01-7080-00-53-1141.0000	2,405.66	1	EDWARD A ROSA SR	SOUTH MILLS	188 KEETER BARN RD
R	02-8945-00-41-2060.0000	2,387.68	1	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	02-8934-01-29-4617.0000	2,265.20	1	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	01-7988-00-91-0179.0001	2,126.56	10	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8943-04-93-8214.0000	2,116.86	10	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	02-8934-01-29-4776.5853	2,084.96	1	C. RUSSELL HASTINGS JR.	CAMDEN	110 158 US W
R	01-7080-00-19-4673.0000	2,082.05	1	LEONARD UMBERGER	SOUTH MILLS	144 CULPEPPER RD
R	01-7080-00-62-1977.0000	2,062.78	8	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-8971-00-54-7373.0000	2,023.62	1	DWAYNE HARRIS	SHILOH	125 ONE MILL RD
R	03-8952-00-95-8737.0000	1,955.58	1	AUDREY TILLET	SHILOH	171 NECK RD
R	02-8935-01-08-8786.0000	1,888.98	1	LINWOOD GREGORY	CAMDEN	253 SLEEPY HOLLOW RD
R	01-7999-00-46-1105.0000	1,874.32	1	LINDA EASON COLSON	SOUTH MILLS	176 PUDDING RIDGE RD
R	03-8962-00-67-1021.0000	1,856.31	1	CECIL BARNARD HEIRS	SHILOH	WICKHAM RD
R	01-7999-00-78-4680.0000	1,850.24	2	BERTHA MARLENE GARRETT	SOUTH MILLS	379 OLD SWAMP RD
R	03-8962-00-55-2355.0000	1,810.53	1	VERNON L. & EDITH W. SYLVESTER	SHILOH	453 NECK RD

09/04/18 08:48:10

Delinquencies Top-30 Unpaid

1

Real
Attachment "A"

Real
Attachment 4

1

Roll	Parcel Number	YrsDltg	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	8,748.30	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8899-00-45-2682.0000	10	4,945.29	SEAMARK INC.	SHILOH	HOLLY RD
R	01-7988-00-91-0179.0001	10	2,126.56	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8943-04-93-8214.0000	10	2,116.86	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	03-8952-00-95-8737.0000	10	1,955.58	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	10	1,797.88	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7999-00-12-8596.0000	10	1,733.11	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7989-04-60-1568.0000	10	1,056.42	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	1,030.78	CHRISTINE RIDDICK	SHILOH	105 BLOODFIELD RD
R	03-8962-00-50-0273.0000	10	883.88	DAISEY WILLIAMS BURNHAM	SHILOH	RAYMONS CREEK RD
R	01-7090-00-60-5052.0000	10	757.21	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	02-8955-00-13-7846.0000	10	592.68	MARIE MERCER	CAMDEN	IVY NECK RD
R	02-8936-00-24-7426.0000	10	576.45	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	03-8980-00-61-1968.0000	10	249.67	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	01-7090-00-95-5262.0000	10	244.56	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-8909-00-45-1097.0000	10	202.56	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	03-8899-00-37-0046.0000	10	157.01	ELIZABETH LONG	SHILOH	HIBISCUS
R	03-9809-00-17-2462.0000	10	141.58	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	01-7080-00-62-1977.0000	9	2,062.78	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-9809-00-24-6322.0000	9	580.77	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	03-9808-00-84-0931.0000	8	187.90	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
R	01-7998-01-08-6797.0000	7	3,617.09	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	03-8962-00-04-9097.0000	7	1,856.31	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8990-00-64-8379.0000	7	792.39	CHRISTOPHER FROST-JOHNSON	SHILOH	LITTLE CREEK RD
R	02-8935-01-07-0916.0000	7	574.95	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	03-8962-00-70-7529.0000	7	512.66	MARY SNOWDEN	SHILOH	WICKHAM RD
R	01-7989-04-90-0938.0000	7	453.61	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	03-8962-00-60-7648.0000	7	281.11	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD
R	02-8954-00-97-4350.0000	7	280.89	GEORGE SHAW	CAMDEN	TROTMAN RD N
R	02-8923-00-19-3774.0010	6	2,823.66	WILLIAM CONOVER	CAMDEN	431 158 US W

Delinquencies Top-30 Oldest

09/04/18 08:48:11

Personal
Attachment "A"

1

Roll	Parcel Number	Unpaid Amount	YrsDltg	Taxpayer Name	City	Property Address
P	0001709	2,003.83	9	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001538	866.88	10	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001046	764.04	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	748.98	7	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001476	706.41	1	MIKE TAYLOR	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001072	648.76	3	PAM BUNDY	SHILOH	105 AARON DR
P	0002194	516.98	9	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0001827	483.28	6	KAREN BUNDY	CAMDEN	431 158 US W
P	0000295	412.03	1	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0001230	411.11	6	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001681	312.08	6	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001694	288.99	6	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001693	261.90	9	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001106	253.06	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0001104	242.20	1	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0001952	238.91	6	SANDY BOTTOM MATERIALS, INC	CAMDEN	319 PONDEROSA RD
P	0001638	210.76	1	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN
P	0000466	205.60	1	LAMBS OF CAMDEN	SOUTH MILLS	152 HWY 158 W
P	0000905	204.42	3	KEVIN & STACY ANDERSON	CAMDEN	111 AARON DR
P	0000846	201.12	2	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0002442	200.37	1	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0000297	182.53	1	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0001673	177.05	9	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0000248	159.99	10	ROBERT H. OWENS	CAMDEN	A STREET
P	0001250	157.47	1	MICHELE LEE TAYLOR-DUKE	SOUTH MILLS	108 BINGHAM RD
P	0000543	152.90	1	TRACK 1 OF CAMDEN	CAMDEN	143 158 US W
P	0000945	145.98	3	RAMONA F. TAZEWEILL	CAMDEN	239 SLEEPY HOLLOW RD
P	0001722	140.55	7	JANET LEARY	SOUTH MILLS	LINTON ROAD
P	0001639	123.29	4	CAREY FARMS, INCORPORATED	SOUTH MILLS	202 SHARON CHURCH
P	0000385	121.17	2	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND

Delinquencies Top-30 Unpaid

09/04/18 08:48:27

Personal
Attachment "B"

1

Roll	Parcel Number	YrsDltg	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001538	10	866.88	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001046	10	764.04	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	10	748.98	LESLIE ETHERIDGE JR	CAMDEN	
P	0001072	10	648.76	PAM BUNDY	SHILOH	
P	0001106	10	253.06	JAMI ELIZABETH VANHORN	SOUTH MILLS	105 AARON DR
P	000248	10	159.99	ROBERT H. OWENS	CAMDEN	617 MAIN ST
P	0001540	10	120.95	DAVID LUKE	ELIZABETH CITY	A STREET
P	0001709	9	2,003.83	JOHN MATTHEW CARTER	CAMDEN	CAMDEN CAUSEWAY
P	0001693	9	261.90	ALLIANCE NISSAN	CAMDEN	158 HWY
P	0001673	9	177.05	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0000316	9	115.56	JAMES P. JONES	CAMDEN	158 HWY W
P	0001827	8	483.28	KAREN BUNDY	CAMDEN	142 SANDHILLS RD
P	0001722	7	140.55	JANET LEARY	CAMDEN	431 158 US W
P	0001639	7	123.29	CAREY FARMS, INCORPORATED	SOUTH MILLS	LINTON ROAD
P	0001230	6	411.11	JAMES NYE	SOUTH MILLS	202 SHARON CHURCH
P	0001681	6	312.08	STEVE WILLIAMS	SOUTH MILLS	101 ROBIN CT W
P	0001694	6	288.99	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	6	238.91	SANDY BOTTOM MATERIALS, INC	CAMDEN	150 158 HWY W
P	0001740	6	109.23	JASON & KEVIN WORDEN	SOUTH MILLS	319 PONDEROSA RD
P	0002194	5	516.98	MORGAN ROBERSON	SOUTH MILLS	STILES LANE
P	0001638	5	210.76	ERIC JASON WOODARD	SHILOH	849 SANDY HOOK RD S
P	0000905	3	204.42	KEVIN & STACY ANDERSON	SOUTH MILLS	612 MAIN LOT 12
P	0001250	3	157.47	MICHELE LEE TAYLOR-DUKE	SHILOH	111 AARON DR
P	0001476	3	145.98	RAMONA F. TAZEWEILL	SOUTH MILLS	108 BINGHAM RD
P	0002295	2	706.41	MIKE TAYLOR	CAMDEN	239 SLEEPY HOLLOW RD
P	0000466	2	412.03	HENDERSON AUDIOMETRICS, INC.	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0000846	2	205.60	LAMBS OF CAMDEN	CAMDEN	330 158 HWY E
P	0000385	2	201.12	TOAN TRINH	CAMDEN	152 HWY 158 W
P	0002921	2	121.17	MARK SANDERS OVERMAN	SHILOH	229 SAILBOAT RD
P			120.68	CYNTHIA MAE BLAIN	SHAWBORO	116 GARRINGTON ISLAND
P					SOUTH MILLS	122 DOCK LANDING LOOP

Delinquencies Top-30 Oldest

09/04/18 08:48:27



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 6.B
Meeting Date: October 01, 2018
Submitted By: Ken Bowman,
Administration
Prepared by: Karen Davis

Item Title Rosenwald Community Center - Ken Bowman

Attachments: Rosenwald Community Center (PDF)

See attached.

Rosenwald Community Center
1332 North Highway 343
South Mills, NC 27976
Home: (252) 771-5392
Cell: (252) 331-3046
Work: (252) 335-8519
Email: cdmitchell@ecsu.edu

August 20, 2018

Mr. Tom White
P.O. Box 190
Camden, NC 27921

Re: Community Marker

Dear Camden County Commissioners:

It has brought to my attention that I may qualify for funds for a marker for The Rosenwald Community Center.

My interests include, but are not limited to, the much needed marker for commemorating the "McBride Colored School – 1926". The McBride Colored School was located where the new Rosenwald Community Center is now, at the above noted address.

I would greatly appreciate receiving information regarding your program's eligibility requirement, and the necessary application form.

If you have knowledge of similar programs which may be beneficial, I would appreciate that information as well.

Thank you for your time and cooperation. I look forward to receiving your information.

Sincerely yours,

Chiquita Mitchell

Chiquita Mitchell
Clerk
P.O. Box 273
South Mills, NC 27976

Enclosures:

Attachment: Rosenwald Community Center (2183 : Rosenwald Community Center - Ken Bowman)

I. **Title: McBride Colored School - A Marker**

II. **Project Summary**

In the 1910s, Chicago philanthropist Julius Rosenwald, president of Sears, Roebuck and Co., became aware of the sad state of education among African Americans in the rural South. His response was establishment of a fund that provided architectural plans and matching grants that helped build more than 5,300 schools from Maryland to Texas between the late 1910s and 1932. North Carolina had more than 800 projects, more than any other state.

Julius Rosenwald brought a school for black children to South Mills. The school was named "McBride Colored School – 1926". Most of the old school built by Rosenwald over a half century ago. It was located near the intersection of NC Highway 343 North and Bunker Hill Road. Segregation prevented them from attending the county's public school.

Most of the old school by Rosenwald over a half century ago is gone. That house, long since fallen into disrepair, the structure is a single-story building and its dimensions are 100 feet by 40 feet. The marker that was on the building was saved to commemorate the Rosenwald School yester years and put on the new structure. Work began on the new structure thus saving the cornerstone commemorating when it was built (May 1, 1996).

The Applicant, Rosenwald Community Center, proposes to serve the youth in Northeastern North Carolina. The region of includes some of the smallest counties in the state. It is a rural area located 60 miles south of Norfolk, VA and 170 miles east of Raleigh, NC. This target area is isolated from the major metropolitan areas of the state where educational, cultural, and economic development opportunities tend to be more abundant. Resources in the target area are extremely limited. For the most part, residents in this must travel to Southern Virginia or eastward for gainful employment to improve quality of life or major medical facilities.

This region has a high number and percentage of persons living below the poverty level, high number of persons whose educational level is well below the baccalaureate degree along with many other socio-economic issues. Living in these rural areas most teens and younger adults have a higher risk factor for violent activities because there is nothing for them to do.

The Rosenwald Community Center is open to blacks, and whites alike. Much of the funds that will be raised has come through public and private donations.



Board of Commissioners AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 6.C
Meeting Date: October 01, 2018
Submitted By: Ken Bowman,
 Administration
 Prepared by: Karen Davis

Item Title **Public Services Complex / Administration Campus - Ken Bowman**

Attachments: 2018.08.30 - Camden County Admin Building (PDF)

Summary:

This proposal, from SOLEX Architecture, is for the conceptual design of the Administration building with two options. The Space Needs Study was used by the firm to determine the fee schedule. It should be noted there's a significant amount of work that needs to be done to provide a desirable layout and agreeable renderings. Compared to the other firm the county worked with in the past, SOLEX's fee is significantly lower. This project is included in the 2019-2023 CIP for the engineering and design of a new Administration campus complex on the acquired site across from the Historic Courthouse. The ultimate goal of this project will be the centralization of County services into a "One Stop" method of service delivery which will allow our citizens to be served at a single County complex. Besides the immediate needs for administrative space, there is also significant interest for providing recreational and public meeting space which could house youth and adult programming.

Recommendation:

The Board of Commissioners accepts the proposal from SOLEX Architecture and authorizes the county manager to work with the firm to create initial conceptual designs. In addition, authorize the chairman to sign contract on behalf of Camden County.



Solex Architecture, Inc.
 641 Main Street
 Danville, Virginia 24541
 434.688.0767
 www.solexarchitecture.com

August 30, 2018

Mr. Ken Bowman, County Manager
 Camden County
 P.O. Box 190
 Camden, North Carolina 27921
 252-338-1919

**RE: Professional Conceptual Design Services for a New Administration Facility
 Located Adjacent to 117 North Carolina Hwy 343 S, Camden, North Carolina**

Dear Mr. Bowman:

Thank you for the opportunity to present this proposal for professional conceptual design services for a new administration facility across from the historic courthouse in Camden. Below you will find our understanding of the project and our proposed scope of services.

UNDERSTANDING OF THE PROJECT

Camden County is exploring the option to consolidate multiple departments into a single facility. This new building is to be located across from the historic courthouse. Two design options are to be developed for the new County building. Option 1 includes new spaces for the county civic departments including Administration, Parks and Recreation, Planning and Zoning, Water and Sewer and Taxes as well as the addition of a multipurpose space. The NC Cooperative Extension would move to the existing administration building once it was vacated. According to the Wooten Company's Space Needs Study the following space allocation is needed for those departments:

1. County Administration - 5 enclosed offices, 4 open offices, a conference room to seat at least 8, a reception area, copy area, archive area and storage space. If the program and budget allow, a formal council chamber is also desired.
2. Parks and Recreation – 1 enclosed office, 2 open offices, storage space, a conference room to seat at least 8, and additional space for growth
3. Planning and Zoning – 1 enclosed office, 6 open offices, and are for file storage
4. Water and Sewer – 3 open offices, a conference room to seat at least 4, a conference room to seat at least 8, a space for locked files, a shared copy space with the Tax department, exterior drive up windows, and interior walkup windows
5. Taxes – 1 enclosed office, 4 open offices, space for storage, space for locked files, and a shared copy space with the Water and Sewer department
6. Multipurpose Space – a kitchen, elevated platform/stage, dividable open meeting space for seating of at least 200 around tables and the option to house a basketball court

Mr. Bowman
August 30, 2018
Page 2

Option 2 is for future expansion of the campus and includes the Senior Center, Register of Deeds, Sheriff's Department and the addition of a new Library. This could be an addition to the first phase or a separate facility(ies). Wooten Company's Space Needs Study shows that the senior center needs an exercise room, kitchen, pantry and dining area. According to our meeting, the seating capacity of the senior center could be reduced to 100 to 120 around tables. If this is an addition, it would be added on to the new County Building next to the multipurpose space to maximize space utilization. The new County Building may also be expanded to add a new Library.

Depending on the availability of physical and budgetary space, an addition for the Register of Deeds and Sheriff's office may be considered. If space is not available, plans for relocation to an another existing facility or renovations of their current buildings may be developed. Due to the specialized nature of Sheriff's offices, their security concerns and the lack of available information, the planning of this area will be added on an hourly as-needed basis. Further discussions to determine a precise design scope are to be had at a later date.

The new administration building may be a single story structure or contain two levels, at the discretion of the architect.

Solex Architecture has experience with the requirements of these types of departments and assembling conceptual plans of this type. We understand Camden County is seeking to develop two conceptual plans and, at the County's option, computerized renderings of these two options.

SCOPE OF SERVICES

The Solex Architecture team will provide architecture services as described below.

CONCEPTUAL DESIGN SERVICES

1. Review existing programmatic plans and input necessary to prepare schematic plans. One site visit will be made to tour all departments to be considered. Additional information gathering to be obtained through phone conversations and emailing questions to staff.
2. Review existing topography.
3. Perform preliminary code review to identify applicable requirements and handicap accessibility requirements for this type of facility.
4. Develop the conceptual plan for Option 1 as described above.
5. Submit and review with the Owner the schematic plan.
6. Make revisions based on Owner critique (maximum of 2 revisions).
7. Develop conceptual plans for both options.
8. Develop conceptual site plans showing context of both options with the surrounding property and the historic courthouse, pedestrian/vehicular circulation and other unique site features.
9. Meet with the Owner to review both schematic plans.
10. Make minor revisions to the plans based on Owner feedback.
11. Develop conceptual massing of the exterior of the building.
12. Submit electronically to the Owner and review via conference call.
13. Make revisions to the conceptual massing (maximum of 2 revisions).
14. Finalize plans and conceptual massing.



Mr. Bowman
 August 30, 2018
 Page 3

15. Final deliverable to include a presentation board (24"x36") and digital copy.

RENDERING SERVICES

1. Discuss exterior building materials and color selections.
2. Provide exterior near-photorealistic rendering for the two options. The renderings are to be of the exterior of the building from the vantage point of the existing courthouse or other location agreed to by all parties.
3. Final deliverable to include a presentation board (24"x36") and digital copy.

ASSUMPTIONS

- Two meetings to be held in Camden County.

EXCLUSIONS

- Detailed cost estimates.
- Geotechnical investigation.
- Subsurface utility mapping services.
- Topographic, boundary, underground utility surveying.
- Environmental Services, Wetland Delineation.
- Civil, mechanical, electrical, and plumbing engineering.
- Furniture, fixture and equipment selections and plans.
- Fees/permits charged by any authority having jurisdiction, building permits and inspections.
- Zoning assistance, for items such as rezoning, special use permits, etc.
- "As-built" or Record Drawings.

SCHEDULE AND FEE

Solex Architecture anticipates these tasks taking approximately 60 days. This schedule excludes extensive delays resulting from review and/or approval by the Owner, authority(ies) having jurisdiction or other agencies. Solex Architecture proposes to provide the above scope of services on a lump sum fee amount as listed below:

Conceptual Design	\$ 24,275.00
Sheriff's Office	hourly as needed
Computerized Renderings	\$ 3,500.00

Presentations/meetings to county departments (other than two design meetings listed above)	\$ 1,500.00/trip
---	------------------



Mr. Bowman
August 30, 2018
Page 4

STANDARD TERMS AND CONDITIONS

The proposal outlined above in this letter (the "Proposal") is valid for 60 days, after which time Solex Architecture, Inc. ("Solex Architecture") reserves the right to review and/or revise the terms. Should the scope of work change from that listed in this Proposal, Solex Architecture reserves the right to modify this Proposal as necessary. In the event that this Proposal is accepted by the undersigned recipient (the "Owner"), then the following terms govern the agreement between the parties (the "Agreement").

Invoices will be electronically sent to the Owner on the 15th of each month for work completed to date. Payment is to be received by Solex Architecture within 30 days of the date on the invoice or a 1.5% late fee per month will be applied. If payment is not received within 60 days, an 8% late fee per month shall be assessed until such payment is received by Solex Architecture. If payment is not received within 30 days, Solex Architecture reserves the right to suspend performance or terminate this Agreement. Solex Architecture asserts its right to payment for work completed if such Agreement is terminated by either party. All subcontracted additional services agreed upon by the Owner and Solex Architecture are subject to reimbursement plus a fifteen percent service charge.

Solex Architecture's liability to the Owner for loss, injury or property damage caused by the performance of this or any supplementary agreement is limited to the amount of fees collected by Solex Architecture pursuant to this Agreement at the time that the asserted liability arose. Furthermore, the Owner shall indemnify and hold harmless Solex Architecture and all of its employees from and against any and all liability, loss, damages, claims and expenses arising out of or resulting from work undertaken on this project by the Owner, a contractor engaged by the Owner or a subcontractor engaged on the Owner's behalf, or any company or individual employed by the Owner to work on this project, whether or not due in part to errors or omissions by Solex Architecture in the performance of either this Agreement or supplementary services related to the Agreement.

The validity, effect and operation of this Agreement shall be determined according to the laws of the Commonwealth of Virginia, regardless of the applicable provisions of Virginia law with respect to conflicts of laws. Any suit brought to enforce a party's rights under this Agreement shall be filed in the state courts of the City of Danville, Virginia. The Owner is responsible for all costs and attorneys' fees incurred by Solex Architecture in any action to collect any funds owed to it by the Owner.

This Agreement supersedes all prior discussions and writings. It sets forth the entire agreement between the Owner and Solex Architecture, is the product of informed negotiations between the parties, and, to the extent necessary, will be interpreted as if drafted jointly by the parties. If any clause, provision, covenant or condition of this Agreement, or the application thereof to any person, place or circumstance, shall be held to be invalid, unenforceable, or void, the remainder of this Agreement shall remain in full force and effect.

Solex Architecture and its consultants reserve the right to publish and publicize the Owner's name and company name and any project renderings and/or photographs for the purposes of media relations, promotional and professional materials, and other communication strategies to internal and external audiences. Solex Architecture shall be given reasonable access to the completed project to take such photography, and the Owner shall not unreasonably withhold the granting of such access. Solex Architecture shall not release any of the Owner's confidential or proprietary information, provided that



Mr. Bowman
August 30, 2018
Page 5

the Owner has previously advised Solex Architecture in writing of the confidential or proprietary nature of such information and the Owner's desire that such information not be disclosed to third parties. To the extent that the Owner prepares and/or distributes any promotional materials for this project, the Owner shall provide credit to Solex Architecture in such promotional materials.

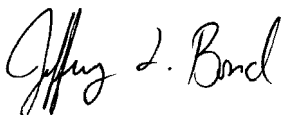
Solex Architecture reserves the right to all drawings, specifications and other materials produced, and shall retain all common law, statutory and other reserved rights, such as copyrights, with respect to such drawings, specifications and other materials. The Owner shall be granted by Solex Architecture a nonexclusive license to use the drawings, specifications and other materials produced for the sole purpose of constructing, using, maintaining, altering and adding to the project identified in this Agreement, assuming all payments are made pursuant to this Agreement. In the event the Owner uses the drawings, specifications or other documents without proper license or permission from Solex Architecture as described above, including such use when full payment for work performed by Solex Architecture has not yet been provided by the Owner to Solex Architecture, the Owner releases Solex Architecture and its consultants from all claims arising from such use. If the Owner terminates this Agreement for convenience, or if Solex Architecture terminates this Agreement due to nonpayment, the Owner shall pay a licensing fee for continued use of Solex Architecture's drawings, specifications and other materials, with respect to the project identified in this Agreement, in the amount of 20% of the total compensation for design services, or the remaining balance of compensation outlined for design services, whichever is less.

If directed to amend this Agreement, Solex Architecture may provide additional services or subcontract additional services, at which time a rate can be negotiated. Solex Architecture may extend its services on an hourly basis at the prices included in the Standard Hourly Rate Schedule. Solex Architecture has good working relationships with area engineering firms and can provide additional services if requested.

We appreciate the opportunity to submit this proposal. If you have any questions or would like to discuss any items in this proposal, please feel free to contact us at (434) 688-0767.

Sincerely yours,

Solex Architecture, Inc.



Jeffrey L. Bond, AIA, LEED AP BD+C
Architect | Owner



Mr. Bowman
August 30, 2018
Page 6

This proposal of Solex Architecture, Inc. is accepted:

Printed Name

Title

Signature

Date





Board of Commissioners AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 6.D
Meeting Date: October 01, 2018
Submitted By: Ken Bowman,
 Administration
 Prepared by: Karen Davis

Item Title Vanguard Modular Building Systems - Ken Bowman

Attachments: 2017 STOCK OFFICES - Sell Sheet web (PDF)
 2016 Flex.Office-4OFF 2pc (PDF)
 2016 Flex.Office-6OFF 3pc (PDF)
 2018 Flex Office Generic Specification (PDF)

Summary:

This request is for up to 3 modular office units to be located within the parking lot adjacent to the Planning Department and will house; the Planning Department, Tax Office, and Extension Office.

Justification: The buildings that are currently occupied by the above departments pose significant health risks associated with mold exposure which can irritate the eyes, skin, nose, throat, and lungs. Additionally, the current buildings lack proper ventilation and are in a state of disrepair.

Installation will not require demolition and only minor site preparation. Utility access is in close proximity to the proposed location. The modular office units will contain new air conditioning, new interior surfaces, new doors and windows, ADA conforming restrooms, handicapped accessibility and painting. The proposed units are commensurate with the use and size of the land and we expect minimal impact on activities adjacent to the site.

Recommendation:

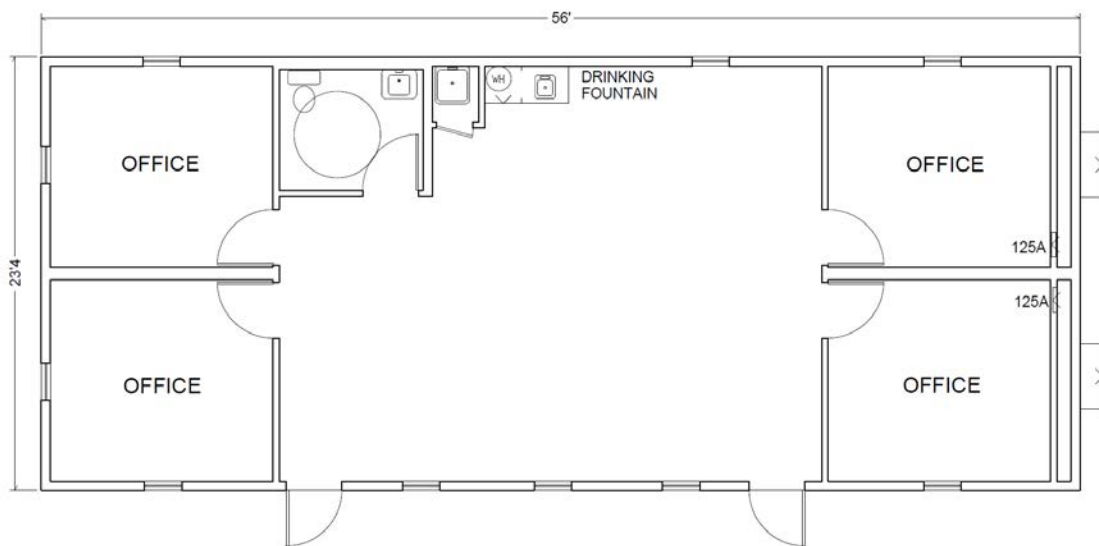
The recommendation is to authorize the County Manager to negotiate and enter into a contract on behalf of the county to lease up to Three (3) modular units for up to Five (5) years.



VANGUARD
MODULAR BUILDING SYSTEMS

1,307 square foot Stock Office Building

(24' x 56')



Building Features

- Four Private Offices
- Handicap Accessible Restroom
- Central Meeting / Reception Area
- Dual Front Entry

1,307 square foot (24' x 56') Stock Office Building

6.D.a



VANGUARD
MODULAR BUILDING SYSTEMS

STANDARD SPECIFICATIONS

General

Roof Load: 20 (psf)
Floor Load: 50 (psf)
Wind Load: 140 (psf)
HVAC Qty: 2 wall mount
Frame: Outrigger Steel
Electric: Single Phase
Lighting: Surface Mounted
Seismic: C

Flooring

Floor Structure: Wood
VCT: 1/8"

Walls

VCG: 5/8"

Ceiling

Type: Seaspray

Exterior

Steel: .26 guage

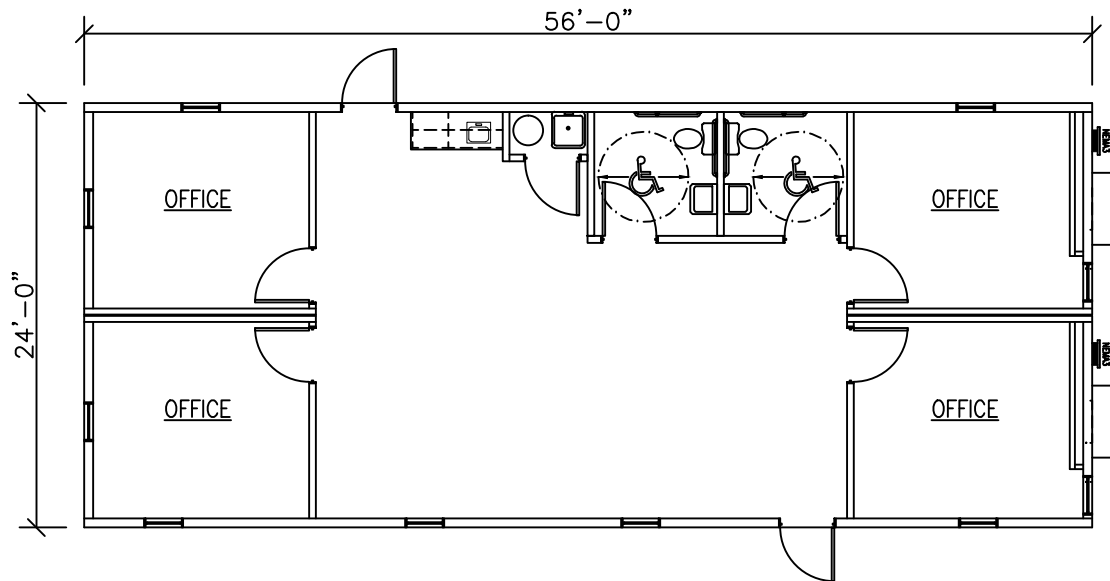
Roof

Roof Slope: .25':12"
Roof Material: 45 mil EPDM

Building Code Compliance

International Building Code
International Plumbing
International Mechanical Code
National Electric Code

Attachment: 2017 STOCK OFFICES - Sell Sheet web (2174 : Vanguard Modular Building Systems - Ken

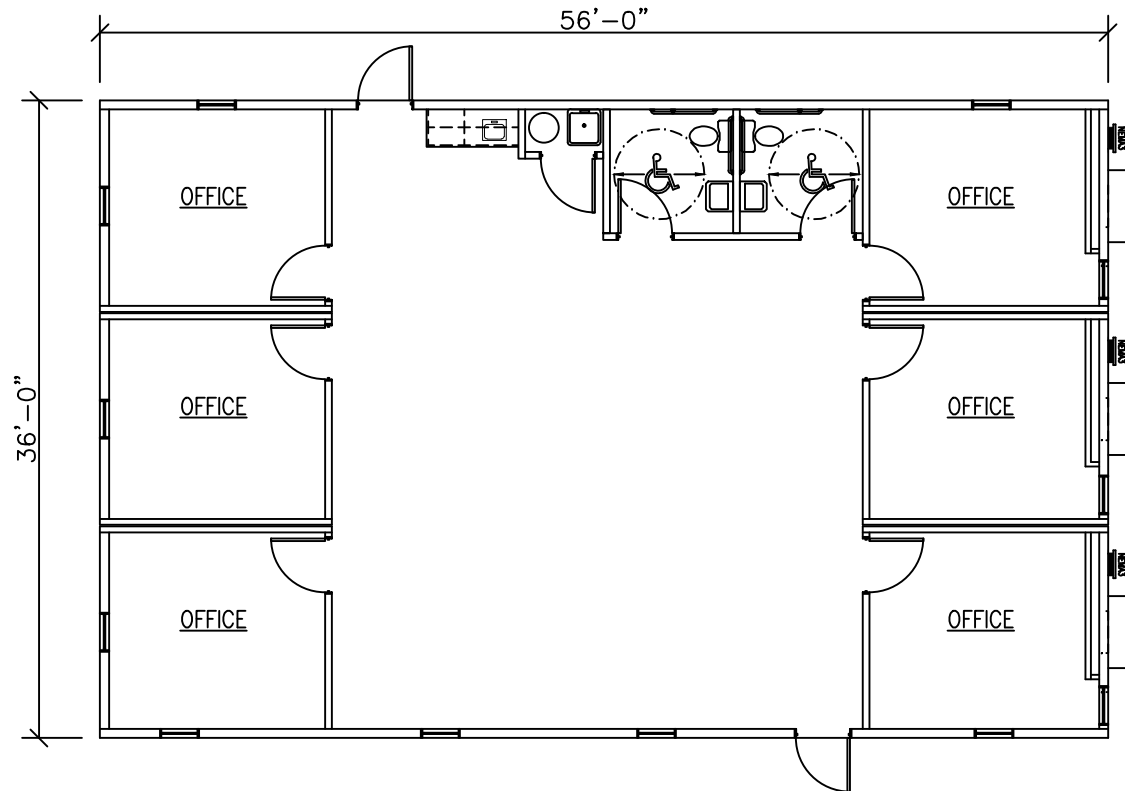


Vanguard Modular
Building Systems
Corporate Office
3 Great Valley Parkway, Suite 170
Malvern, PA 19355
www.vanguardmodular.com

4 OFFICE FLEX PLEX

This document and all information contained herein, are the proprietary data and trade secrets of Vanguard Modular Building Systems (VMBS), and Schiavi Leasing Corporation (Schiavi). This document and the information contained herein may not be reproduced, used, or disclosed in any manner, or to any extent. Written authorization by a current employee of VMBS or Schiavi must be obtained prior to use of this information, in any form, including that which is represented by this complete page.

Drawing Date: 02-05-16	Project: FLEX PLEX
Drawn By: VANGUARD	Drawing: 4OFF
Scale: N.T.	



Vanguard Modular
Building Systems
Corporate Office
3 Great Valley Parkway, Suite 170
Malvern, PA 19355
www.vanguardmodular.com

6 OFFICE FLEX PLEX

This document and all information contained herein, are the proprietary data and trade secrets of Vanguard Modular Building Systems (VMBS), and Schiavi Leasing Corporation (Schiavi). This document and the information contained herein may not be reproduced, used, or disclosed in any manner, or to any extent. Written authorization by a current employee of VMBS or Schiavi must be obtained prior to use of this information, in any form, including that which is represented by this complete page.

Drawing Date: 02-05-16	Project: FLEX PLEX
Drawn By: VANGUARD	Drawing: 6OFF
Scale: N.T.	

Vanguard Modular Building Systems

3/13/2018

Building Specifications

PROJECT:

2018 FLEX PLEX OFFICE COMPLEX

BUILDING:

UNITS:

Each floor 11'-8"X56'-0"

SQUARE FEET:

Each floor 653 sq. ft.

CONSTRUCTION:

VB

OCCUPANCY:

B-BUSINESS; 1 OCCUPANT PER 100 SQ. FT.

STATE(S) CODED FOR:

MULTIPLE

DESIGN WIND SPEED:

140 MPH

GROUND SNOW LOAD:

20 OR 40 PSF

FRAME:

TYPE:

OUTRIGGER W/12" BEAM AT 95.5" SPACING

AXLES AND TIRES:

UNDERSLUNG AXLES / OF STANDARD TIRES

HITCHES:

DETACHABLE

WEIGHTS FOR SHIPPING:

FLOOR:

BTM BOARD:

NYLON INPREGNATED BOTTOM BOARD

INSULATION:

R-30 KRAFT

JOISTS:

2x8 WOOD, DOUBLE RIM JOIST FULL PERIMETER

DECKING:

3/4" SINGLE LAYER PLYWOOD

FLOOR FINISH:

1/8" VINYL COMPOSITION TILE ARMSTRONG - COOL WHITE

FLOOR FINISH:

RESTROOMS: ARMSTRONG CORLON - WHITE CLIFFS

FLOOR FINISH:

CARPET BAR UNLESS HOLDBACKS ARE REQUESTED

BASE TRIM:

COVE BASE 67-2 GRAY

EXTERIOR WALLS

WALLS:

2X6 WOOD W/ DOUBLE TOP PLATES

EXTERIOR WALL FINISH:

26 GA. RIB STEEL MOCHA TAN

SHEATHING:

7/16" OSB 100% COVERAGE

VAPOR BARRIER:

HOUSE WRAP

INSULATION:

R-19 KRAFT FACED

MANSARD:

26 GA. RIB STEEL - BLACK

EXTERIOR TRIM:

26 GA. RIB STEEL TRIM - BLACK

SKIRTING:

OPTION PRICING: TO MATCH EXTERIOR WALL FINISH

INTERIOR WALLS

WALLS:

2X4 WOOD

WALLS:

2X4 WOOD: DOUBLE AT THE MATE LINE

PLUMBING WALL

PLUMBING WALL BETWEEN RESTROOMS

PLENUM WALL

HVAC PLENUM WALL

WALL HEIGHT:

8'-6"

INSULATION:

R-11 SOUND REDUCTION BATTS

INTERIOR FINISH:

5/8" VINYL COVERED GYPSUM TYPE "X" RUFF STUFF WHITE

INTERIOR FINISH:

BATTENS AT SEAMS

INTERIOR FINISH:

RESTROOMS AND JANITOR CLOSET - FRP OVER 5/8" GYPSUM

INTERIOR FINISH:

BACKER, FULL WALL HEIGHT - WHITE

INTERIOR FINISH:

4" VINYL BASE COVE - 67-2 GRAY

Vanguard Modular Building Systems

3/13/2018

Building Specifications

ROOF:

TRUSS:	TRANSVERSE, 1/4":12" PITCH, 24" O.C.
DECKING:	7/16" SHEATHING EPDM UNDERLAYMENT
MATE BEAM:	4L 24" 56' CLEARSPAN
OVERHANG:	2" SIDES, 6" ENDS
FINISHED CEILING:	8'-0"
CEILING FINISH:	T-GRID / SUSPENDED: 2X2 ACOUSTICAL TILES
INSULATION:	R-60 KRAFT
ROOFING:	45 MIL EPDM (BLACK)
MANSARD:	2" SIDES FLAT: BLACK
MANSARD:	6" ENDS FLAT: BLACK
ROOF ACCES.:	12" PEEL AND STICK
ROOF ACCES.:	(2) HOLES BORED IN EACH MATEBEAM FOR CROSSOVERS
	LOCATION NOTED ON PRINTS
MATELINE:	PREFINISHED MATELINE FINISH BOARD

DOORS:

EXTERIOR. DOOR:	36X80 COMMERCIAL STEEL DOOR/STEEL JAMB
EXT. DOOR LITE:	6"X30" OR 10"X10" WINDOW
EXT. DOOR HARDWARE:	GRADE 2 LEVERSET
EXT. DOOR HARDWARE:	GRADE 2 CLOSER
INTERIOR DOOR:	36X80 20 MIN. RATED FLUSH DOOR NO WINDOW
INTERIOR DOOR:	BRONZE FRAME/ IMPERIAL OAK FINISH
INT. DOOR HARDWARE:	GRADE 2 PRIVACY LOCKS: RESTROOMS
INT. DOOR HARDWARE:	GRADE 2 PASSAGE LOCKS: OFFICES, JANITOR ROOM
INT. DOOR HARDWARE:	FLOOR MOUNTED DOOR STOPS

WINDOWS:

EXTERIOR WINDOWS:	
WINDOW SIZE	24X54 VERTICAL SLIDER BRONZE FRAME, BLACK TRIM
WINDOW GLAZING:	LOW E, TINTED GLASS
WINDOW:	VINYL MINI-BLINDS

ELECTRICAL:

SERVICE:	120/240 V SINGLE-PHASE SERVICE
LOADCENTER:	125A OR 150A NEMA-3 OUTDOOR LOAD CENTERS
WIRING:	12-2 ROMEX
WIRING:	MC CABLE ABOVE T-GRID CEILING
INTERIOR LIGHTS:	TUBE FLUORESCENT (LAY-IN GRID)
EMERGENCY LIGHTS:	DUAL HEAD EMERGENCY LIGHT / EXIT SIGNS
REMOTE HEADS:	DUAL EXTERIOR REMOTE HEADS
EXTERIOR LIGHTS:	60 WATT PHOTO CELL PORCH LIGHT OR EQUAL LED
RECEPTS:	110 VOLT RECEPTACLES
RECEPTS:	GFI RECEPTACLES AS REQUIRED
RECEPTS:	EXTERIOR GFI WITH WEATHER PROOF COVER - 1 PER BOX
RECEPTS:	HEAT TAPE RECEPT (GFI PROTECTED) 1 PER WET AREA
RECEPTS:	DEDICATED OUTLET IN JANITOR CLOSET
EMPTY J-BOX:	W/ 1/2" CONDUIT STUBBED UP ABOVE T-GRID
EXHAUST FANS:	100 CFM FAN WITH 60 WATT LIGHT RESTROOMS
SWITCHES:	OCCUPANCY SENSORS
CONDUIT STUB OUT:	2" CONDUIT STUB WITH CAPS IN JANITOR CLOSET

Vanguard Modular Building Systems

Building Specifications

3/13/2018

PLUMBING:

PLUMBING:	CPVC SUPPLY AND PVC DWV
TOILETS:	INDIVIDUAL HANDICAP ACCESSIBLE RESTROOMS INCLUDING GRAB BARS, TOILET PAPER HOLDER AND MIRROR
SINKS:	WALL MOUNTED LAVATORY W/METAL FIXTURES AND HANDICAP SINK PROTECTION
SERVICE SINK:	24"X24" MOUNTED ON LEGS WITH METAL FAUCET
HOSE BIBB:	PER CODE REQUIREMENT
WATER HEATER:	6 GALLON TANK
BAR SINK:	BAR SINK, METAL FIXTURES
CABINETS:	2'-6" APRON BASE, PLUS 18" BASE CAB. FOR 4 LFT TOTAL
CABINETS:	4 LFT OVERHEAD
COUNTERTOP:	4 LFT COUNTER TOP WITH BACKSPLASH AND ROLLED FRONT EDGE - GRAY

H.V.A.C.

HVAC:	3T WALL HUNG W/10-15 KW HEATSTRIP
SUPPLY AIR DUCTWORK:	R-6 DUCTBOARD
SUPPLY AIR GRILL:	2'X2' FIXED BLADE W/ADJUSTABLE DAMPER
RETURN AIR DUCTWORK:	R-6 DUCTBOARD
RETURN AIR GRILL:	2'X2' FIXED BLADE
THERMOSTAT:	7 DAY PROGRAMMABLE

SHIP LOOSE:

FLOOR FINISH:	LFT. CARPET BAR
ROOF ACCES.:	12" PEEL AND STICK
MATE LINE FINISH:	MATE LINE FINISH BOARD



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Board Appointments

Item Number: 7.1

Meeting Date: October 01, 2018

Submitted By: Donna Stewart, Visitor Center Director
Dismal Swamp Welcome Center
Prepared by: Karen Davis

Item Title Tourism Development Authority - Vice Chairman Tom White

Attachments:

Summary:

It is the request of staff that Vice Chairman Tom White be reappointed to the Tourism Development Authority Board for an additional term.

Recommendation:

Approve reappointment.



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number:	8.1
Meeting Date:	October 01, 2018
Submitted By:	Amy Barnett, Planning Clerk Board of Commissioners Prepared by: Karen Davis
Item Title	BOC Special Meeting Minutes - August 27, 2018
Attachments:	BOC_SP_08272018_Minutes(PDF)

CAMDEN COUNTY BOARD OF COMMISSIONERS

BOC - Special Meeting – August 27, 2018

Camden County Board of Commissioners**BOC - Special Meeting****August 27, 2018, 8:30 AM****Historic Courtroom, Courthouse Complex****Camden, North Carolina****MINUTES**

A special meeting of the Camden County Board of Commissioners was held on August 27, 2018 in the Historic Courtroom, Camden, North Carolina. The following were present:

CALL TO ORDER**Board Members Present**

Attendee Name	Title	Status	Arrived
Garry Meiggs	Commissioner	Present	8:30 AM
Clayton Riggs	Chairman Commissioner	Absent	
Tom White	Vice Chairman Commissioner	Present	8:30 AM
Randy Krainiak	Commissioner	Present	8:30 AM
Ross Munro	Commissioner	Present	8:30 AM

Staff Present:

Attendee Name	Title	Status	Arrived
Ken Bowman	County Manager	Present	8:30 AM
Stephanie Humphries	Finance Officer	Present	8:30 AM
David Credle	Public Works Director	Present	8:30 AM
Amy Barnett	Assistant Clerk to the Board	Present	8:30 AM

Also Present List

Attendee Name	Company	Purpose of Attendance
Sean Robey	Eastern Carolina Engineering & Construction Inc.	Speak on Liner Replacement
Chuck Harrell	Clearfield MNG	Speak on Liner Replacement

CAMDEN COUNTY BOARD OF COMMISSIONERSRegular Meeting – August 27, 2018

CONSIDERATION OF AGENDA*Motion to Approve Agenda as Presented*

RESULT:	PASSED [UNANIMOUS]
MOVER:	Randy Krainiak, Commissioner
AYES:	Meiggs, White, Krainiak, Munro
ABSENT:	Riggs

NEW BUSINESS:Lagoon Liner Replacement, Contract, & Budget Amendment

County Manager Ken Bowman asked Public Works Director David Credle to lead the discussion of this agenda item.

David Credle, Public Works Director

- In January 2018 a tear in the lagoon liner of the waste water treatment plant was discovered.
 - Tear was 15-20 feet long
 - Thought was to patch it and move on
 - Day after discovery, tear expanded to 3 times its original size
- State of NC was called
 - State inspectors came and investigated
 - A notice of violation was issued
 - Public Works was told that the liner must be repaired or replaced
- Contacted Joe Enloff, who is experienced with such liner repair
 - Discussed options for repair
 - Repair one side of liner
 - Liner specialist looked at it and said it was a 10 year liner whose lifespan was up
 - Liner is brittle, and will continue to deteriorate, ultimately will completely fail
 - Place new liner on top of old
 - Repair part of liner
 - All options except replacing entire liner do not address subgrade soils under the liner, and do not include any warranty for the money spent.
- Introduced Sean Robey, who spoke regarding replacement.

CAMDEN COUNTY BOARD OF COMMISSIONERSRegular Meeting – August 27, 2018

Sean Robey, Eastern Carolina Engineering & Construction Inc.

- Chuck Harrell of Clearfield MNG is here with Mr. Robey
- Recall from previous meeting on same subject, a proposal from Clearfield, which was voted on several weeks ago
 - Was based on pumping all water out of lagoon and patching liner
 - Question was what would be cost to replace entire liner
- Clearfield MNG is not licensed contractor in state of NC, so David Credle and Joe Enloff prepared a bid package and put it out for bid, however no bids were received.
- Eastern Carolina Engineering & Construction was approached by Public Works Director to see if they would be able to work with Clearfield MNG to provide NC licensure to the project.
- Not much progress pumping water out of lagoon due to over 17 inches of rain during month of July 2018. Sprayfield area was too wet and there was too much water in the lagoon.
- Needed to come up with a way to hold back the water
 - Method called Aqua Damming
 - 8 foot tall flexible tubes that can be filled full of water, braced, and then pump out the water on the side leaving dry ground so old liner can be removed and excavate the necessary tow trenches to secure the new liner in place.
- Ability to pump out water and replace liner is difference between prior proposal and what is before board now.

County Manager Ken Bowman asked Mr. Robey to speak about the thickness of and warranty for the liner.

Mr. Robey gave the following details:

- Prior liner was a 45 mil RPP (Reinforced Poly Propylene) liner. Such liners are not used much anymore.
- New liner is a 60 mil HDPE (High Density Polyethylene) liner
 - Heat fusible, can be welded back together if anything happened to it.
 - Easier to repair
 - 20 year warranty

Vice Chairman Tom White asked if there were conditions on the warranty.

Chuck Harrell of Clearfield MNG answered:

- 20 year warranty is on product itself
 - If parts begin to show degradation or unusual wear, will replace entire liner free of cost
- Warranty does not cover:
 - Damage by acts of nature
 - Damage by wildlife
 - Damage caused by equipment / actions of the owner

CAMDEN COUNTY BOARD OF COMMISSIONERS

Regular Meeting – August 27, 2018

Mr. Harrell added that it would have to be a pretty severe weather event to tear a 60 mil liner.

Commissioner Ross Munro asked if there was any way to mitigate potential damage that could be caused by weather events such as ice / snow / freezing weather.

Mr. Harrell answered saying that Camden has seen several ice / freeze events during the lifespan of the current liner which was 40 mil, and it lasted this long, a 60 mil liner should have no problems withstanding the same.

Commissioner Munro then asked how soon work could commence on this if it were approved. Mr. Harrell stated it is a 7 week process and could begin in October.

Vice Chairman Tom White asked David Credle, Public Works Director, if he had checked with other counties with regards to this kind of project.

Mr. Credle answered saying:

- There are plenty of companies that can put liners in.
- Camden's problem is complex, so much so that one company to do everything is the issue
 - Water treated from wastewater plant has to have somewhere to go
 - Dirt / soil under liner needs attention
 - Liner needs replacing

Commissioner White clarified his question, that he wanted to know about experiences other counties / places have had with this company. Mr. Credle stated that Clearfield comes highly recommended.

Commissioner Randy Krainiak asked about available colors for the liner. Mr. Harrell responded that the white is the same exact material as the black and that the only difference is that the lighter colors tend not to get as hot as the darker colors. Darker colors absorb heat during the day and expand and shrink when they heat and cool, which can give the effect of looking wrinkled, but flatten back out at night when they cool down. Lighter colors reflect heat and do not get as hot. That said, the black is what is being recommended because it does not reflect and will not create a blinding effect on anyone working in the area.

Vice Chairman Tom White asked if any of the commissioners had any further questions for Mr. Robey or Mr. Harrell about the liner. Hearing none, he moved on to the contract.

Commissioner Garry Meiggs asked if the price quoted was the best price or if there was room for negotiation.

Attachment: BOC_SP_08272018_Minutes (2172 : BOC Special Meeting Minutes - August 27, 2018)

CAMDEN COUNTY BOARD OF COMMISSIONERSRegular Meeting – August 27, 2018

Mr. Robey replied:

- Contract is a time & materials type of contract
- Believe amount is conservative
- There are a lot of unit prices, but feel the quantities are such that the actual project should be less than the projected amount
- Contract includes description of how each of the pay items for each of the quantities are measured and time lapses
- Some of the rental items included in contract are weather sensitive

Commissioner Meiggs asked if the unit price per hour rate on rental equipment is being charged if the equipment is there but not in use. Mr. Harrell responded that if it is on site, the rental amount is charged. He added that if adverse weather occurs and crews can not work, labor is not charged, but rental is.

Mr. Harrell added that until they get into the project, the actual condition of the subgrade under the existing liner is not known. On paper are assumptions and a good estimate. Mr. Robey added that there are areas under the current liner that "trampoline" due to no soil underneath, and there are a lot of variables as to conditions at the site.

Commissioner Krainiak asked when work would be finished on it were it approved. Mr. Harrell stated work could begin early October and could be completed as early as Thanksgiving.

County Manager Ken Bowman stated that where the liner is "trampolining", the subgrade soils are going to be built back up to eliminate that effect, and that all soil areas needing fill will be filled prior to installation of the new liner.

Mr. Harrell added that there will be a letter provided from the liner company saying they approve the subgrade before they install the new liner.

Commissioner Meiggs asked what the liner company checks. Mr. Robey stated they will check to make sure the subgrade is stable and graded correctly. Mr. Robey added that there was a conversation about compaction numbers and with the lagoon's bank and the unknown ability about how well it can be dried out, it was asked that in lieu of doing an actual test for compaction that the liner manufacturers letter of approval be accepted for the subgrade. Mr. Harrell added that the crew will walk the subgrade to look for things that could damage the new liner prior to its installation.

County Manager Ken Bowman added the following:

- Lagoon is primary outfall source of waste water treatment plant
- Good investment to replace liner now
- Serves a core function and is a justified expense. Is a need, not a want.
- Current liner is on borrowed time due to tears / degradation
- Current liner has been repaired as much as it can be, it needs to be replaced.

CAMDEN COUNTY BOARD OF COMMISSIONERSRegular Meeting – August 27, 2018

Vice Chairman Tom White stated the options for considering the liner replacement, contract, and associated budget amendment are:

- Approve as is
- Approve subject to review by County Attorney
- Table and come back to it after County Attorney has reviewed

Commissioner Garry Meiggs made the following motion:

*Motion to Approve Contract Subject to Review by County Attorney
(contract is attached at end of these minutes)*

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	Meiggs, White, Krainiak, Munro
ABSENT:	Riggs

Vice Chairman Tom White called for a motion to consider the budget amendment.

Commissioner Ross Munro made the following motion:

*Motion to Approve Budget Amendment 2018-19-BA005
(copy of budget amendment is attached at end of these minutes)*

RESULT:	PASSED [UNANIMOUS]
MOVER:	Ross Munro, Commissioner
AYES:	Meiggs, White, Krainiak, Munro
ABSENT:	Riggs

CAMDEN COUNTY BOARD OF COMMISSIONERSRegular Meeting – August 27, 2018

ADJOURN

Vice Chairman Tom White adjourned the meeting at 9:00 AM.

Vice Chairman Commissioner Tom White
Camden County Board of Commissioners

ATTEST:

Amy Barnett, Planning Clerk
Assistant Clerk to the Board of Commissioners

Attachment: BOC_SP_08272018_Minutes (2172 : BOC Special Meeting Minutes - August 27, 2018)

AGREEMENT BETWEEN OWNER AND CONTRACTOR

THIS AGREEMENT is by and between Camden County (“Owner”) and
Eastern Carolina Construction, Inc. (“Contractor”).

Owner and Contractor hereby agree as follows:

ARTICLE 1 – WORK

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

The scope of work for this project will include storage irrigation lagoon membrane liner replacement and renovation at the Water Treatment Facilities, Camden Village Core Project, South Mills Township, Camden County, NC.

ARTICLE 2 – THE PROJECT

2.01 The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows:

Lagoon Membrane Replacement Project South Mills Reclaimed Water Storage Lagoon

ARTICLE 3 – ENGINEER

3.01 The Project was originally designed by Hobbs Upchurch as reflected in plans referenced in this agreement. Technical specifications have been designed by Anlauf Engineering, PLLC (Engineer) 4721 W. Eckner Street, Kitty Hawk, NC 27949, which is to act as Owner’s representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

ARTICLE 4 – CONTRACT TIMES

4.01 *Time of the Essence*

- A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract. Dates for Substantial Completion and Final Payment
- B. The Work will be is expected to begin on or around October 1, 2018 and substantially complete within seven weeks pending unforeseen circumstances. Both parties acknowledge that this is a time and materials contract.

4.02 *Liquidated Damages*

- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial loss if the Work is not completed within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with Article 12 of the General Conditions. While the actual contract time is uncertain, as this is a time and materials unit price contract, it should be understood between the Contractor and Owner that the Contractor shall remain on-site throughout the project once the project is commenced. Unless prior agreed to between the Contractor and Owner, the Contractor shall remain fully mobilized with equipment and manpower throughout the duration of the project. If the Contractor demobilizes from the job for a period more than two (2) weeks prior to Substantial Completion of the Work, then the Contractor is subject to monetary damages due to the delay in completion of the Work. Damages shall be \$500.00 per calendar day until the Contractor resumes work.

ARTICLE 5 – CONTRACT PRICE

- 5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined pursuant to Paragraphs 5.01.A, 5.01.B below:

CONTRACT TOTAL: UNIT PRICES

\$ 489,044 dollars 00 cents (Four hundred eighty-nine thousand, forty four dollars and zero cents)

- A. For all Unit Price Work, an amount equal to the sum of the established unit price for each separately identified item of Unit Price Work times the actual quantity of that item:

Item Number	Description	Qty	Unit	Unit Price	Extended Price
100	Equipment and Material Mobilization And Demobilization	1	LS	\$ 25,870.00	\$ 25,870.00
101	Supply Labor including Site Supervision, Sr. Heavy Equipment Operator, and Heavy Equipment Operator I.	35	Day	\$ 2,280.00	\$ 79,800.00
102	Supply Equipment including Compact Wheel Loader with Forks, CAT 318 Hydraulic Excavator, CAT 305 Hydraulic Excavator, 4"x6" Diesel Pump, 2" Submersible Pump, Hoses, Project Vehicles, Enclosed Cargo Trailer, Fuel and Miscellaneous Tools	7	Wks	\$ 7,260.00	\$ 50,820.00
103	Supply 7 each 8'x18'x100' Cofferdam (HIS Aquabarrier or Equivalent)	6	Wks	\$ 17,950.00	\$ 107,700.00

Item Number	Description	Qty	Unit	Unit Price	Extended Price
104	Supply & Deliver Common Fill	1000	CY	\$ 19.00	\$ 19,000.00
105	Construction Debris Disposal	50	Ton	\$ 74.00	\$ 3,700.00
106	Construction Debris Transportation, Roll-off	5	Load	\$ 340.00	\$ 1,700.00
107	Non-Hazardous Mud Disposal (1700'x5'x0.5'=157 CY)	240	Tons	\$ 29.00	\$ 6,960.00
108	Non-Hazardous Mud Transportation, Roll-off	20	Load	\$ 285.00	\$ 5,700.00
109	Liner Crew Labor & Equipment Mobilization/ Demobilization	4	LS	\$ 7,500.00	\$ 30,000.00
110	Supply and Install 60 Mil HDPE Liner	1	LS	\$141,000.00	\$ 141,000.00
111	Concrete Attachment & Pipe Boots	1	LS	\$ 2,850.00	\$ 2,850.00
112	Supply and Deliver Bentonite Hole Plug (50lb Bag)	360	Bags	\$ 20.00	\$ 7,200.00
113	Supply and Deliver Contractor Seed Mix, Starter Fertilizer, Single New Straw Erosion Control Matting	1	LS	\$ 5,700.00	\$ 5,700.00
114	Supply NCDOT ABC Aggregate	24	Ton	\$ 31.00	\$ 744.00
115	Deliver NCDOT ABC Aggregate	2	Load	\$ 150.00	\$ 300.00
Estimated Project Total:					\$ 489,044.00

The Bid prices for Unit Price Work set forth as of the Effective Date of the Agreement are based on estimated quantities. As provided in Paragraph 11.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer as provided in Paragraph 9.07 of the General Conditions.

ARTICLE 6 – PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

- A. Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment each month during performance of the Work as provided in Paragraph 6.02.A.1 below. All such payments will be measured by the schedule of values established as provided in Paragraph 2.07.A of the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no schedule of values, as provided in the General Requirements.
1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Engineer may determine or Owner may withhold, including but not limited to liquidated damages, in accordance with Paragraph 14.02 of the General Conditions.
 - a. 95 percent of Work completed (with the balance being retainage). If the Work has been 50 percent completed as determined by Engineer, and if the character and progress of the Work have been satisfactory to Owner and Engineer, then as long as the character and progress of the Work remain satisfactory to Owner and Engineer, there will be no additional retainage; and
 - b. 95 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
 - B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 100 percent of the Work completed, less such amounts as Engineer shall determine in accordance with Paragraph 14.02.B.5 of the General Conditions and less 200 percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the tentative list of items to be completed or corrected attached to the certificate of Substantial Completion.

6.03 *Final Payment*

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 14.07 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 14.07.

ARTICLE 7 – INTEREST

- 7.01 All moneys not paid when due as provided in Article 14 of the General Conditions shall bear interest at the rate of 0 percent per annum.

ARTICLE 8 – CONTRACTOR'S REPRESENTATIONS

- 8.01 In order to induce Owner to enter into this Agreement, Contractor makes the following representations:

- A. Contractor has examined and carefully studied the Contract Documents and the other related data identified in the Bidding Documents.
- B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site (except Underground Facilities), if any, that have been identified in Paragraph SC-4.02 of the Supplementary Conditions as containing reliable "technical data".
- E. Contractor has considered the information known to Contractor; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the Contract Documents; and (3) Contractor's safety precautions and programs.
- F. Based on the information and observations referred to in Paragraph 8.01.E above, Contractor does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.
- G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

ARTICLE 9 – CONTRACT DOCUMENTS

9.01 *Contents*

- A. The Contract Documents consist of the following:

1. This Agreement (pages 1 to 9, inclusive).
2. Performance bond.
3. Payment bond.
4. General Conditions (pages 1 to 62, inclusive).
5. Specifications as listed in the table of contents of the Project Manual bearing the title **“Technical Specifications for The Replacement and Renovation Of the South Mills Reclaimed Water Irrigation Storage Lagoon Liner”** dated June 28, 2018, by Anlauf Engineering, PLLC.
6. Drawings consisting of:
 - A. Plan sheet entitled “Wastewater Treatment Facilities, Camden Village Core Project, South Mills Township, Camden County, North Carolina, Contract #2 WWTP, 59-day Storage Pond” as prepared by Hobbs, Upchurch & Associates, P.A., sealed by James H. Bowen, PE, plan sheet number CII.2C, G-2, dated February 2006 with a record drawing stamp date of 1/24/2008.
 - B. Plan sheet entitled “Wastewater Treatment Facilities, Camden Village Core Project, South Mills Township, Camden County, North Carolina, Contract #2 WWTP, 59-day Storage Lagoon Details” as prepared by Hobbs, Upchurch & Associates, P.A., sealed by James H. Bowen, PE, plan sheet number CII.2C, G-3, dated February 2006 with a record drawing stamp date of 1/24/2008.
 - C. Plan sheet entitled “Wastewater Treatment Facilities, Camden Village Core Project, South Mills Township, Camden County, North Carolina, Contract #2 WWTP, Storage Lagoon Details” as prepared by Hobbs, Upchurch & Associates, P.A., sealed by James H. Bowen, PE, plan sheet number CII.2C, G-4, dated February 2006 with a record drawing stamp date of 1/24/2008.
7. Addenda (N/A)
8. Exhibits to this Agreement (enumerated as follows):
 - a. Price and Payment Procedures (attached).
9. The following which may be delivered or issued on or after the Effective Date of the Agreement and are not attached hereto:
 - a. Notice to Proceed.
 - b. Work Change Directives.
 - c. Change Orders.

- d. Pre-Construction Meeting Minutes.
- B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in Paragraph 3.04 of the General Conditions.

ARTICLE 10 – MISCELLANEOUS

10.01 *Terms*

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 *Assignment of Contract*

- A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 *Successors and Assigns*

- A. Owner and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 Contractor's Certifications

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;
 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement. Counterparts have been delivered to Owner and Contractor. All portions of the Contract Documents have been signed or have been identified by Owner and Contractor or on their behalf.

This Agreement will be effective on _____ (which is the Effective Date of the Agreement).

OWNER:

Camden County

By: _____

Title: _____

Attest: _____

Title: _____

Address for giving notices:

CONTRACTOR

Eastern Carolina Construction, Inc.

By: _____

Title: _____

(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: _____

Title: _____

Address for giving notices:

Eastern Carolina Construction, Inc.

PO Box 128

Camden, North Carolina 27921

License No.: _____ 57634

This instrument has been pre-audited in the manner required by the local government fiscal control act.

FINANCE OFFICER

PRICE AND PAYMENT PROCEDURES

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Applications for payment.
- B. Change procedures.
- C. Unit prices.

1.2 APPLICATIONS FOR PAYMENT

- A. Submit three copies of each application on Contractor's Application for Payment Form. Content and Format: Utilize Schedule of Values for listing items in Application for Payment.
- B. Payment Period: Submit at intervals stipulated in the Agreement.
- C. Submit lien waivers.
 - 1. Substantiating Data: When Engineer requires substantiating information, submit data justifying dollar amounts in question.

1.3 CHANGE PROCEDURES

- A. The Engineer may issue a Notice of Change including a detailed description of proposed change with supplementary or revised Drawings and specifications, a change in Contract Time for executing the change. Contractor will prepare and submit estimate in the agreed upon number of days.
- B. Unit Price Change Order: For contract unit prices and quantities, the Change Order will be executed on fixed unit price basis. For unit costs or quantities of units of work, which are not pre-determined, contractor will provide unit price items to be approved by Engineer and submitted to the Owner for signature on the Change Order form.
- C. Execution of Change Orders: Engineer will issue Change Orders for signatures of parties as provided in Conditions of the Contract.
- D. Correlation Of Contractor Submittals:
 - 1. Promptly revise Schedule of Values and Application for Payment forms to record each authorized Change Order as separate line item and adjust Contract Sum/Price.

1.4 UNIT PRICES

The contract for this project, **Lagoon Membrane Replacement Project – South Mills Reclaimed Water Storage Lagoon**, will be a unit price contract. Payment for the unit price contract shall include all materials, equipment, supplies, labor and all else required and or implied by the Contract Documents, Contract Drawings, and Contract Specifications. If a discrepancy is found to exist between the Contract Specification and this section, the instructions in this section shall apply. Items and a description of each are identified as follows:

100 MOBILIZATION/DEMOLITION

This item shall be paid for by the unit price bid lump sum. Payment shall include all labor, materials and equipment necessary for the project. This item shall be paid at 75% value the first month and 25% the second month.

101 PROJECT LABOR

This item shall be paid for by the unit price bid per day at the price per day reflected in the agreement. The daily labor rates include all payroll taxes and associated workers' compensation and general liability insurance required for the positions.

102 PROJECT EQUIPMENT AND TOOLS

This item shall be paid for by the unit price bid per week of construction. This payment item covers all of the necessary heavy equipment, pumps/hoses, fuel, and miscellaneous tools for the project. In the event work extends into a partial week, the weekly charge will be spread over the first three days and billed daily. Once three days have been accumulated the charge is for the entire week.

103 COFFERDAM RENTAL

This item shall be paid for by the unit price bid per week of construction. This item includes rental of seven (7) 8'x8'x100' cofferdams (HIS Aquabarrier brand or equivalent). There is a four week minimum rental of the cofferdam equipment to be charged. There are no partial weeks for this item. Once rental extends to the Monday of the next week, the entire rental for the week is charged.

104 SUPPLY AND DELIVER COMMON FILL

This item shall be paid for by the unit price bid per cubic yard of off-site material furnished to the site by the Contractor. The quantity of borrow material will be determined as follows: 12 CY per tandem truck, 15 CY per triaxle truck and 18 CY per quad axle truck.

The Contractor shall provide tickets for each load delivered. Tickets shall have the date, time of delivery to site, job name, truck number or identification and number of cubic yards.

105 CONSTRUCTION DEBRIS DISPOSAL

This item shall be paid for by the unit price bid per ton of construction material debris to be disposed of by the Contractor. The quantity of construction material debris will be determined by weigh tickets from the receiving facility.

106 CONSTRUCTION DEBRIS TRANSPORTATION ROLL-OFF

This item shall be paid for by the unit price bid per load of construction material debris to be disposed of by the Contractor. The quantity for this pay item will be the actual number of loads transported for disposal as verified by weigh tickets.

107 NON-HAZARDOUS MUD DISPOSAL

This item shall be paid for by the unit price bid per ton of non-hazardous mud to be disposed of by the Contractor. The quantity of non-hazardous mud will be determined by weigh tickets from the receiving facility or by agreed upon volume calculation.

108 NON-HAZARDOUS MUD TRANSPORTATION ROLL-OFF

This item shall be paid for by the unit price bid per load of non-hazardous mud to be disposed of by the Contractor. The quantity for this pay item will be the actual number of loads transported for disposal as verified by weigh tickets or Contractor records.

109 LINER INSTALLATION MOBILIZATION/DEMobilIZATION

This item shall be paid for by the unit price bid per mobilization/demobilization of the liner installation sub-contractor. This item includes mobilization and demobilization of labor and equipment. There is a one week lead time for mobilization of the liner crew.

110 60 MIL HDPE LINER

This item shall be paid for by the unit price bid per lump sum. This item includes purchase and installation of the liner. The liner is a 60 mil HDPE liner which includes a 20 year warranty.

111 CONCRETE ATTACHMENT AND PIPE BOOTS

This item shall be paid for by the unit price bid per lump sum. This item includes installation of the liner attachment to existing concrete structures and existing pipes.

112 BENTONITE HOLE PLUG

This item shall be paid for by the unit price bid per bag. Material used for plug shall be Bentonite as approved by the Engineer and the Owner. This item shall include materials, labor and equipment necessary for installation.

113 EROSION CONTROL

This item shall be paid for by the unit price bid per lump sum. Payment shall include labor, material, installation, and required maintenance of all erosion control devices shown on the Contract Drawings and any additional measures necessary to properly manage erosion and sedimentation control throughout the Contract time.

114 SUPPLY NCDOT ABC AGGREGATE

This item shall be paid for by the unit price bid per ton. ABC Aggregate shall be utilized to repair existing driveways as necessary. Quantity will be determined by weigh tickets from the supplying quarry.

115 DELIVER NCDOT ABC AGGREGATE

This item shall be paid for by the unit price bid per load of ABC aggregate to be delivered by the Contractor. The quantity for this pay item will be the actual number of loads transported for supplying ABC aggregate as verified by weigh tickets.

2018-19-BA005

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, 2019.

Section 1. To amend the General & Water/Sewer Projects Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10399400-439900	Fund Balance	\$490,000	
29330760-434511	County Contribution	\$490,000	
Expenses			
106900-539730	South Camden Water & Sewer	\$490,000	
297500-574421	Wastewater Lagoon	\$490,000	

This Budget Amendment is made to appropriate funds to upgrade Wastewater Lagoon Liner.

This will result in no change to the Contingency of the General Fund.

Balance in Contingency \$40,000.00

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 27th day of August, 2018.

Amy Barnett, Asst. Clerk to the Board
Camden County Board of Commissioners

Tom White, Vice Chairman
Camden County Board of Commissioners

Attachment: BOC_SP_08272018_Minutes (2172 : BOC Special Meeting Minutes - August 27, 2018)



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number:	8.2
Meeting Date:	October 01, 2018
Submitted By:	Karen Davis, Clerk to the Board Administration Prepared by: Karen Davis
Item Title	BOC Minutes - September 10, 2018
Attachments:	bocminutes_091018 (DOCX)

Camden County Board of Commissioners

September 10, 2018

Regular Meeting – 7:00 PM

Historic Courtroom, Courthouse Complex

Camden, North Carolina

MINUTES

The regular meeting of the Camden County Board of Commissioners was held on September 10, 2018 in the Historic Courtroom, Camden, North Carolina.

WELCOME & CALL TO ORDER

The meeting was called to order by Vice Chairman Tom White at 7:00 PM. Also Present: Commissioners Garry Meiggs and Randy Krainiak. Chairman Clayton Riggs and Commissioner Ross Munro were absent due to work obligations.

Staff Present: Manager Ken Bowman, Clerk to the Board Karen Davis, County Attorney John Morrison, Permit Officer Dave Parks, Public Works Director David Credle.

Invocation and Pledge of Allegiance

Pastor Kevin Buzzard gave the invocation and led in the Pledge of Allegiance.

ITEM 1. PUBLIC COMMENTS

- Pastor Bill Blake from McBride United Methodist Church in South Mills addressed the Board. He introduced a new program, *Harmony Café of the Albemarle*, for dementia patients and caregivers that McBride United Methodist Church is launching.
- Ms. Vickie Stafford of South Mills addressed the Board. She spoke in support of Harmony Café and of her experience of having a family member with dementia. She requested any assistance that the county might provide for this new program.
- Ms. Joanne Inman of South Mills addressed the Board. She also spoke in support of Harmony Café and of her experience of having a family member with dementia and the difficulty of finding available assistance and resources as a primary caregiver.
- Mr. Jerry Bonilla of South Mills addressed the Board. Mr. Bonilla is a volunteer in the Camden County Public Schools, particularly in the middle and high schools. He explained to the Board the difficulty of finding a place for the sports teams for which he volunteers to practice and play, particularly the school gymnasiums. It is his request that the County assist in this matter. Mr. Bonilla also spoke in support of the new program being launched by McBride United Methodist Church, Harmony Café of the Albemarle.

ITEM 2. CONFLICT OF INTEREST DISCLOSURE STATEMENT

Clerk to the Board Karen Davis read the Conflict of Interest Disclosure Statement.

ITEM 3. CONSIDERATION OF AGENDA

The agenda was amended to add as New Business, Item 6.C. a matter concerning Station 12 Firetruck Housing.

Motion to approve the agenda as amended.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	White, Krainiak, Meiggs
ABSENT:	Riggs, Munro

ITEM 4. PRESENTATIONS

1. Area Agency on Aging Region R Advisory Council – Gwen Wescott

Mrs. Gwen Wescott gave a report on recent and upcoming events for seniors.

- Scam Alert Workshops
- Senior Picnic – October 11, 2018, Fun Junktion in Elizabeth City
- Senior Dinner – October 18, 2018, Tyrrell County 4-H Conference Center
- Mrs. Wescott stressed the importance of being familiar with the information in the Regional Aging Services Plan 2016-2020 as well as other events and meetings that take place.

2. Albemarle Hopeline, Inc. – Dwight Decoskey, Executive Director and CEO of Albemarle Hopeline, Inc.

Mr. Decoskey highlighted the various services that Albemarle Hopeline providers and included the following:

- Shelter for victims of domestic abuse/sexual assault
- Albemarle Hopeline thrift store
- Direct Services which include:
 - ♦ In-house, on-site counseling services
 - ♦ Social Workers
 - ♦ Substance abuse counseling
 - ♦ Court advocacy
 - ♦ Power to Improve Program
 - ♦ Prevention
 - ♦ Education

- ♦ Crisis Line
- Looking Forward – Hopeline 2.0
 - ♦ Including more males in the discussion of domestic violence
 - ♦ Providing on-the-job training programs through the thrift store

3. Craig Patterson – Social Services Department Update

Report to Board of Commissioners

1. I have had the opportunity to speak to 2 groups in the county concerning the need for Foster Parents and the overall programs that Social Services has to offer. Both opportunities were well received and provided a great moment for people to see Social Services with a different perspective. I am hoping for more opportunities in the future.
2. We are currently planning a meeting between staff from the Camden School District and our agency, continuing a pattern that was begun during my first year as the Director. It is vitally important to be in partnership with the school district as they are often the first person to encounter a child who is in need.
 - a. This meeting will focus on reporting incidents of suspected abuse, neglect or domestic violence, utilizing a reporting tool that was created specifically for the schools.
 - b. Typically attending these meetings are Guidance Counselors, Principals and Asst. Principals, Support Staff, and this year, the Social Worker for the school district.
3. We are developing an Emergency Action Plan related to unexpected situations that may arise given the nature of the work that we do, specifically in the area of Child Welfare.
 - a. We have been working with the Camden Sheriff's Dept and Christy Saunders from the Emergency Management Office.
 - b. The purpose for this plan is to provide some guidance for staff if there is ever a situation that involves a person entering the building with a weapon.
 - c. We are living in uncertain times and the continued rise of opiates and other illicit drugs can contribute to situations that may include weapons.
4. We are currently preparing for the agencies Children's Services program to initiate the NCFAST system on Nov. 26th, 2018.
 - a. The Dept of Health and Human Services has decided to phase in the "paper" counties beginning on November 26th.
 - b. This initial phase will include Intake and Assessment. The full rollout will be in the spring 2019.
5. We received, on Sept. 5th, 2018, the final report from the Center for Support of Families who were contracted to produce this report as part of HB 630 which is the legislation regarding the reform of Social Services in NC.
 - a. There are 2 volumes in this report:
 - i. Social Services Preliminary Report
 - ii. Child Welfare Preliminary Report
 - b. There are approx. 50 recommendations from these reports, with an expectation that many of the recommendations for reform will be implemented as soon as possible.

6. We have received on Sept 4th, 2018, a revision of the Memorandum of Understanding Performance Measures with the following changes:
- Adult Services, Child Support Services, Child Welfare Services and Work First Services have been revised to be measured by Growth rather than by the fixed number initially put in the MOU.
 - The Fixed Measure continues for Child Care Assistance, Energy Programs and Food and Nutrition Services.

As you can see, we have a significant number of areas that require attention and that will ultimately impact our delivery of services. It is our intention to reach every outcome measure and program benchmark, no matter what the obstacles. I am extremely proud of the dedication and service provided by my staff. They are the finest social service workers I have had the privilege to work with.

South Camden Water & Sewer District Board of Directors

Vice Chairman White recessed the meeting of the Board of Commissioners and opened the South Camden Water & Sewer District Board of Directors Meeting.

Public Comments – None

Agenda

Camden County Board of Commissioners
SCWSD - Regular Meeting
September 10, 2018
7:00 PM
Historic Courtroom, Courthouse Complex

ITEM 1. CALL TO ORDER

ITEM 2. PUBLIC COMMENTS

It is requested that comments be limited to (2-3) minutes. The length and number of comments may be limited upon the Chairman's discretion due to scheduling and other issues.

ITEM 3. CONSIDERATION OF THE AGENDA

ITEM 4. NEW BUSINESS (For discussion and possible action)

A. Monthly Update

ITEM 5. CONSENT AGENDA

- Resolution Approving Local Water Supply Plan
- Resolution Approving Water Shortage Response Plan

ITEM 6. OTHER

ITEM 7. ADJOURN

Motion to approve the agenda as presented.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	White, Krainiak, Meiggs
ABSENT:	Riggs, Munro

New Business**A. Monthly Report**

South Camden Water & Sewer Board
Monthly Work Order Statistics Report
Period: July 2018

	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
Water/Distribution	86	86	100%	0
Sewer/Collection	7	7	100%	0

Locates:

Water Line:90

Sewer Line: 10

Water & Sewer, same ticket:14

Hydrant flow test:1

Public Works Director Notes/Comments: Ten work orders have been checked for accuracy.

Water treated at the water treatment plant in July: 10,127,300 gallons.

Daily average water usage for July: 326,687 gallons.

Current treatment capacity at the water treatment plant: 720,000 gallons per day.

Motion to approve the monthly report as presented.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Randy Krainiak, Commissioner
AYES:	White, Krainiak, Meiggs
ABSENT:	Riggs, Munro

Consent Agenda**1. Resolution Approving Local Water Supply Plan**



RESOLUTION FOR APPROVING LOCAL WATER SUPPLY PLAN

WHEREAS, North Carolina General Statute 143-355 (l) requires that each unit of local government that provides public water service or that plans to provide public water service and each large community water system shall, either individually or together with other units of local government and large community water systems, prepare and submit a Local Water Supply Plan; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Local Water Supply Plan for (South Camden Water & Sewer District), has been developed and submitted to the (Camden County Board of Commissioners) for approval; and

WHEREAS, the (Camden County Board of Commissioners) finds that the Local Water Supply Plan is in accordance with the provisions of North Carolina General Statute 143-355 (l) and that it will provide appropriate guidance for the future management of water supplies for (South Camden Water & Sewer District), as well as useful information to the Department of Environmental Quality for the development of a state water supply plan as required by statute;

NOW, THEREFORE, BE IT RESOLVED by the (Camden County Board of Commissioners) of (South Camden Water & Sewer District) that the Local Water Supply Plan entitled, South Camden Water & Sewer District dated 2017, is hereby approved and shall be submitted to the Department of Environmental Quality, Division of Water Resources; and

BE IT FURTHER RESOLVED that the (Camden County Board of Commissioners) intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

This the 11 day of Sept., 2018.

Name: Tom White
 Title: Vice Chairman
 Signature: Tom White

ATTEST:

Karen M. Davis
 Clerk to the Board



2. Resolution Approving Water Shortage Response Plan



RESOLUTION FOR APPROVING WATER SHORTAGE RESPONSE PLAN

WHEREAS, North Carolina General Statute 143-355 (l) requires that each unit of local government that provides public water service and each large community water system shall develop and implement water conservation measures to respond to drought or other water shortage conditions as set out in a Water Shortage Response Plan and submitted to the Department for review and approval; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Water Shortage Response Plan for (South Camden Water & Sewer District), has been developed and submitted to the (Camden County Board of Commissioners) for approval; and

WHEREAS, the (Camden County Board of Commissioners) finds that the Water Shortage Response Plan is in accordance with the provisions of North Carolina General Statute 143-355 (l) and that it will provide appropriate guidance for the future management of water supplies for (South Camden Water & Sewer District), as well as useful information to the Department of Environment and Natural Resources for the development of a state water supply plan as required by statute;

NOW, THEREFORE, BE IT RESOLVED by the (Camden County Board of Commissioners) of (South Camden Water & Sewer District) that the Water Shortage Response Plan entitled, Water Shortage Response Plan dated May 8, 2018, is hereby approved and shall be submitted to the Department of Environment and Natural Resources, Division of Water Resources; and

BE IT FURTHER RESOLVED that the (Camden County Board of Commissioners) intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

This the 11 day of Sept., 2018.

Name: Tom White
 Title: Vice Chairman
 Signature: Tom White

ATTEST:

Karen M. Davis
 Clerk to the Board



Attachment: bocminutes_091018 (2173 : BOC Minutes - September 10, 2018)

Motion to approve the consent agenda as presented.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	White, Krainiak, Meiggs
ABSENT:	Riggs, Munro

Motion to adjourn the South Camden Water & Sewer District Board of Directors

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	White, Krainiak, Meiggs
ABSENT:	Riggs, Munro

Vice Chairman Tom White reconvened the Camden County Board of Commissioners.

ITEM 5. PUBLIC HEARING

A. Public Hearing – Ordinance 2018-07-02; Rezoning Application (UDO 2018-06-19)

Motion to go into Public Hearing on Ordinance 2018-07-02; Rezoning Application (UDO 2018-06-19).

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	White, Krainiak, Meiggs
ABSENT:	Riggs, Munro

Permit Officer Dave Parks presented the following Staff Report:

STAFF REPORT**UDO 2018-06-19
Zoning Map Amendment****PROJECT INFORMATION**

File Reference:	UDO 2018-06-19	Application Received:	6/14/2018
Project Name;	N/A	By:	David Parks, Permit Officer
PIN:	01-7090-00-16-3805	Project Address/Location:	101 Sharon Church Road, South Mills
Applicant:	Dana & Patrick Smith	Application Fee paid:	\$650 Check #3120
Address:	101 Sharon Church South Mills, NC	Completeness of Application:	Application is generally complete
Phone:	(252) 698-0215	Documents received upon filing of application or otherwise included:	
Email:		A.	Rezoning Application
Agent for Applicant:		B.	Deed
Address:		C.	GIS Aerial, existing zoning, Comprehensive Plan future land use and CAMA Land Use Plan Suitability Maps
Phone:			
Email:			
Current Owner of Record:	Dana & Patrick Smith		
Meeting Dates:			
7/18/2018	Planning Board		

REQUEST: Rezone approximately 3 acres from Basic Residential (R3-2) to Basic Residential (R3-1)

From: Basic Residential (R3-2)

To: Basic Residential (R3-1)

The R3 Districts are designed to provide for low density residential development in areas that are adjacent to those areas primarily devoted to agriculture. Subdivision in the R3-2 district requires a minimum of two acres per lot.

The R3 Districts are designed to provide for low density residential development in areas that are adjacent to those areas primarily devoted to agriculture. Subdivision in the R3-1 district requires a minimum of one acre per lot.

159
160
161

Attachment: bocminutes_091018 (2173 : BOC Minutes - September 10, 2018)

Vicinity Map:



162
163

SITE DATA

Lot size: Approximately 2.98 acres
Flood Zone: Zone X
Zoning District(s): Basic Residential (R3-2)
Existing Land Uses: Residential

Adjacent Zoning & Uses:

	North	South	East	West
Zoning	Basic Residential (R3-1)	Basic Residential (R3-2)	Residential (R3-2)	Basic Residential (R3-2)
Use & size	55 acres – Mill Run Open Space Subdivision - Lot size 25,000 sf.	36 acres – Woodland/Wetlands	55 acres – Mill Run Subdivision	Woodland/Open Space Mill Run

Proposed Use(s):

The Uses will remain the same; just the density change is requested from two to one acre.

Description of property:

Property abuts Sharon Church and Keeter Barn roads. Property has house on it and at one time had a Singlewide. A second septic tank is located on the property.

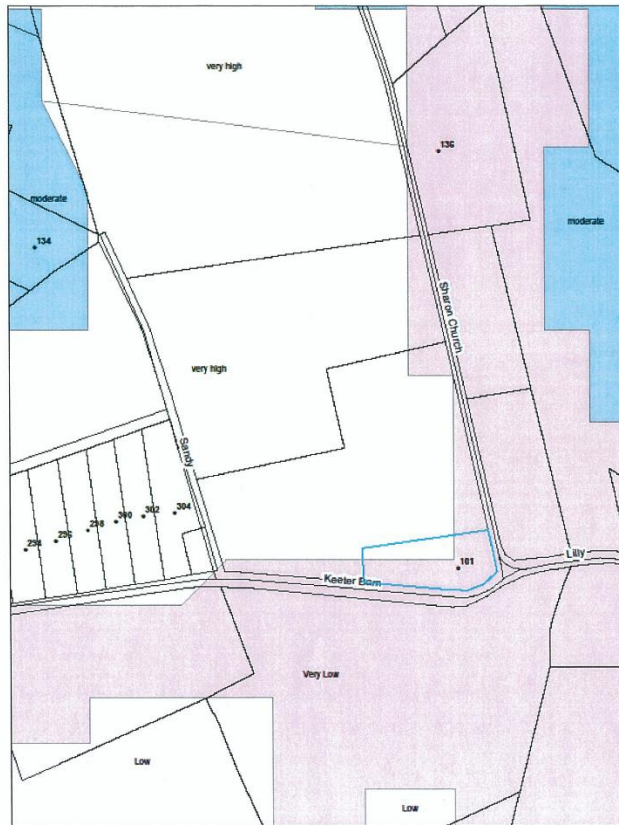
ENVIRONMENTAL ASSESSMENT

Streams, Creeks, Major Ditches: Mill Run Ditch.
Distance & description of nearest outfall: Less than 1 mile.

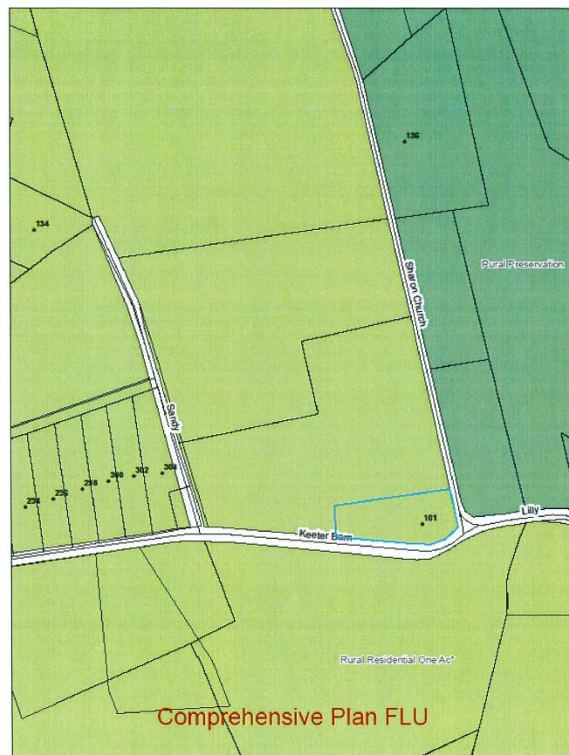
164

Attachment: bocminutes_091018 (2173 : BOC Minutes - September 10, 2018)

CAMA Land Suitability:



Comprehensive Plan Future Land Use Map\

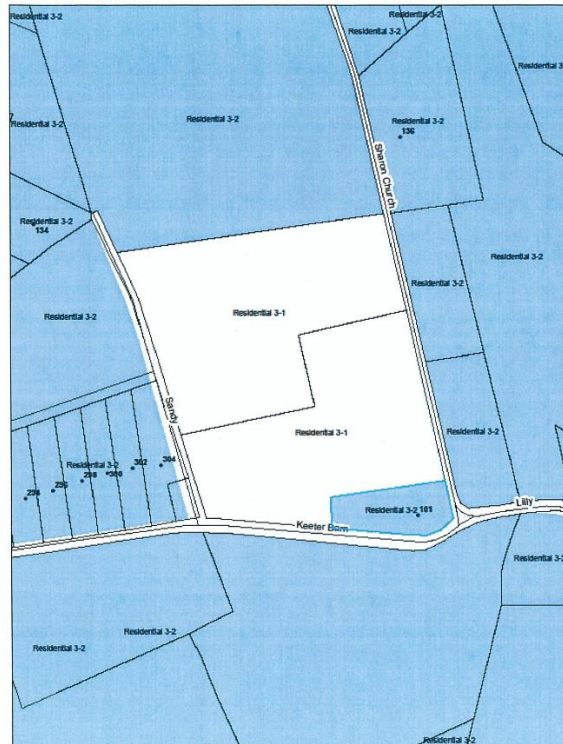


Comprehensive Plan FLU

CAMA Future Land Use Map



Zoning Map:



170

INFRASTRUCTURE & COMMUNITY FACILITIES

Water	Water lines are located adjacent to property along Sharon Church and Keeter Barn roads.
Sewer	There are 2 septic systems on property.
Fire District	South Mills Fire District. Property located approximately 3 miles from Station on Keeter Barn Road.
Schools	Impact calculated at subdivision.
Traffic	Staffs opinion is traffic will not exceed road capacities.

PLANS CONSISTENCY**CAMA Land Use Plan Policies & Objectives:**Consistent ☒ Inconsistent ☐

The proposed zoning change is consistent with the CAMA Land Use Plan which was adopted by the Camden County Board of Commissioners on April 4, 2005 in that the Future Land Use Maps has area as Low Density Residential 1-2 acres or greater.

PLANS CONSISTENCY – cont.**2035 Comprehensive Plan**Consistent ☒ Inconsistent ☐

Consistent with Comprehensive Plan (Adopted 2012) as Future Land Use Maps reflect land identified as Rural Residential 1 acre lots.

Comprehensive Transportation PlanConsistent ☒ Inconsistent ☐

Property abuts Sharon Church and Keeter Barn Roads.

Other Plans officially adopted by the Board of Commissioners

N/A

FINDINGS REGARDING ADDITIONAL REQUIREMENTS:

Yes ☒ No ☐ **Will the proposed zoning change enhance the public health, safety or welfare?**

Reasoning: The proposed zoning change will neither enhance nor adversely affect the public health, safety, or welfare.

Yes ☐ No ☐ **Is the entire range of permitted uses in the requested classification more appropriate than the range of uses in the existing classification?**

N/A
Reasoning: The allowable uses in the R3 (Basic Residential) zoning will not change as the request is for higher density from two acres to one acre.

For proposals to re-zone to non-residential districts along major arterial roads:

Yes ☐ No ☐ **Is this an expansion of an adjacent zoning district of the same classification?** N/A

Reasoning:

Yes ☐ No ☐ **What extraordinary showing of public need or demand is met by this application?** N/A

Reasoning:

171
172

173

Attachment: bocminutes_091018 (2173 : BOC Minutes - September 10, 2018)

Yes ☐ No ☒ **Will the request , as proposed cause serious noise, odors, light, activity, or unusual disturbances?**

Reasoning: All uses allowed in the requested zoning classification should not cause any serious noise, odors, light activity, or unusual disturbances.

Yes ☐ No ☒ **Does the request impact any CAMA Areas of Environmental Concern?**

Reasoning: Property is outside any CAMA Areas of Environmental Concern.

Yes ☒ No ☐ **Does the county need more land in the zoning class requested?**

Reasoning: Higher density development in areas identified in the Comprehensive and CAMA plans provides needed roof tops to support commercial development.

Yes ☐ No ☐ **Is there other land in the county that would be more appropriate for the proposed uses?**

N/A

Reasoning: Proposed uses will not change.

Yes ☐ No ☒ **Will not exceed the county's ability to provide public facilities:**

Schools – The possible additional lot will have minimal impact on the school.

Fire and Rescue – Minimal impact.

Law Enforcement – Minimal impact.

Parks & Recreation – Minimal impact

Traffic Circulation or Parking – N/A

Other County Facilities – No.

Yes ☒ No ☐ **Is This A Small Scale "Spot" Rezoning Request Requiring Evaluation Of Community Benefits?**

If Yes (regarding small scale spot rezoning) – Applicants Reasoning:

	Personal Benefits/Impact	Community Benefits/Impact
With rezoning	Will allow owner to either create a lot for child or create a 1 lot minor subdivision.	Little to no Community Benefits
Without rezoning	Property owner will not be able to create lot for child as parcel is just under 3 acres and current zoning requires residual lot meet current zoning of 2 acres (lot is 2.98 acres).	No Change.

STAFF COMMENTARY:

The owner would like to do either a parent to child exempt subdivision or a one lot minor subdivision. Under the parent to child exempt residual would have to meet 2 acres under current zoning. This is an expansion of an adjacent zoning and is in conformity with adopted plans.

Staff recommends the following:

Consistency Statement:

The requested Map Amendment is consistent with both the CAMA Land Use Plan and Comprehensive Plan as it allows for densities as low as one acre and is an expansion of an adjacent zoning.

Recommendation:

Staff recommends approval of this rezoning request from Basic Residential (R3-2) to Basic Residential (R3-1).

Planning Board meet on July 18, 2018 and after discussion with staff, made the following motions:

Consistency Statement:

The requested Map Amendment is consistent with both the CAMA Land Use Plan and Comprehensive Plan as it allows for densities as low as one acre and is an expansion of an adjacent zoning. **Motion passed on a 6-0 vote.**

Recommendation:

Motion made to recommended approval of this rezoning request from Basic Residential (R3-2) to Basic Residential (R3-1). **Motion passed on a 6-0 vote.**

Zoning Change Application
County of Camden, North Carolina

A rezoning may be obtained pursuant to Article 151.580 of Unified Development Ordinance (UDO) of Camden County and upon approval by the Board of Commissioners after a recommendation from the Planning Board.

Please consult the Planning Office (1-252-338-1919) with any questions about your application.

PLEASE PRINT OR TYPE

Applicant's Name: Dana & Patrick Smith

If the Applicant is acting as agent for another person (the "principal"), please give that person's name on the line below and submit a copy of the agency agreement/letter with this Application.

Applicant's Mailing Address: 101 SHARON CHURCH RD
SO. MILLS, NC 27976

Daytime Phone Number: (252) 698-0215 Direct dial office or (252) 305-7801 cel

Street Address Location of Property: 101 SHARON CHURCH RD. SO. MILLS NC 27976

General Description of Proposal: request rezone approx 3 ac from basic residential (R3-2) to (R3-1).

Please Do Not Write in this Box	
PIN: <u>61-7890-00-16-7805</u>	
UDO# <u>2018-06-19</u>	
Date Received: <u>6/14/18</u>	
Received by: <u>MS</u>	
Zoning District: <u>R3-2</u>	
Fee Paid: \$ <u>650.00</u>	

I swear or affirm that the foregoing information and all attachments hereto (now or subsequently provided as part of this application) are true and correct to the best of my knowledge.

Signed: Sarah Smith

Dated: 06/14/2018

Please include a site plan with this application and any other supporting documentation that the applicant feels would assist the Board of Commissioners and the Planning Board in determining the need for a zoning change.

* Information to be filled out by Planning Department

* Is the Property in a Watershed Protection area? _____

* Flood Zone (from FIRM Map): X * Taxes paid? yes / no _____

Zoning Change Application Questions

The UDO requires the Board to consider to principal issues when considering an application for a zoning change. Please respond to each issue in the space provided below or on a separate sheet.

(A) How will the proposed zoning change enhance the public health, safety or welfare? (Article 151.585)

The proposed zoning change request will allow us to subdivide an acre lot in an area that allows for higher density. Though not a significant impact like the residential subdivision next to us, it will provide needed roof tops for commercial development.

(B) Is the entire range of permitted uses in the requested classification more appropriate than the range of uses in the existing classification? (Article 151.585)

The range of permitted uses are the same (according to the Planning Department) as the zoning will not change, only the density.

(C) For proposals to re-zone to non-residential districts along major arterial roads (Article 151.586):

(1) Is this an expansion of adjacent zoning district of the same classification?

Not applicable.

(2) What extraordinary showing of public need or demand is met by this application?

Not applicable.

REGISTRY OF DEEDS 10.5520
State Of Camden
North Carolina County
Real Estate Excise Tax
\$12.00 per 1000 value

NORTH CAROLINA GENERAL WARRANTY DEED

Excise Tax:	
Parcel Identifier No. 01-7090-00-16-3805 Verified by <u>Camden</u> County on the <u>29</u> day of <u>June</u> , 20 <u>10</u>	
By <u>JB</u> <u>239900.00 / 2399.00 pd. by</u> <u>Two deling tax</u>	
Mail/Box to: <u>WILLIAM H. MORGAN, JR., 410 East Main Street, Elizabeth City, NC 27909</u>	
This instrument was prepared by: <u>WILLIAM H. MORGAN, JR., 410 East Main Street, Elizabeth City, NC 27909</u>	
Brief description for the Index: <u>HL 101 SHARON CHURCH ROAD, SOUTH MILLS, NC</u>	
THIS DEED made this <u>11th</u> day of <u>June</u> , 20 <u>10</u> , by and between	
GRANTOR	GRANTEE
WILBER L HINES and wife, PAULA M. HINES 805 Windsor Point Chesapeake, VA 23320	PATRICK W. SMITH and wife, DANA M. SMITH 101 Sharon Church Road South Mills, NC 27976

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land situated in the City of South Mills Township, Camden County, North Carolina and more particularly described as follows:
SEE ATTACHED "EXHIBIT A" WHICH IS INCORPORATED HEREIN BY REFERENCE.

All or a portion of the property herein conveyed does include the primary residence of the Grantors.
The property hereinabove described was acquired by Grantor by instrument recorded in Book 258 page 275.

A map showing the above described property is recorded in Plat Book 4 Slide 77-A.

NC Bar Association Form No. L-3 © 1976, Revised © 1977, 2002
Printed by Agreement with the NC Bar Association - 1981 SoftPro Corporation, 333 E. Six Forks Rd., Raleigh, NC 27609

185
186

Beginning at a point, said point being presently designated by an iron pin and located at the intersection of Lilly Road, State Road Number 1225, and Sharon Church Road, State Road Number 1231, and from said point of beginning thence continuing along State Road Number 1225 South 64° 58' 14" West 87.40 feet to a point; thence South 83° 44' 58" West 77.42 feet to a point; thence North 77° 41' 26" West 94.07 feet to a point; thence North 74° 51' 22" West 385 feet to a point, cornering; thence North 7° 59' 59" East 155.04 feet to a point; thence South 87° 37' 28" East 586 feet to a point, said point being located on the western right-of-way of State Road Number 1231; thence South 3° 23' 52" East 52.10 feet to a point; thence South 3° 34' 34" East 152.76 feet to a point, being the said POINT AND PLACE OF BEGINNING. Reference is made to that certain map or plat entitled "Brenda J. Hamilton", prepared by S. Elmo Williams, Registered Surveyor, dated May 22, 2003, recorded in Plat Cabinet 4, at Slide 77A, of the Camden County Registry, and said plat is incorporated herein by reference for a more particular description of the tract of land described herein. And being the same tract of land conveyed to Wilber L. Hines and wife, Paula M. Hines by Deed dated December 27, 2007, recorded December 27, 2007 in Deed Book 258, at Page 275, of the Camden County Registry.

187
188
189
190

the lawful claims of all persons whomsoever, other than the following exceptions:

IN WITNESS WHEREOF, the Grantor has duly executed the foregoing as of the day and year first above written.

(Entity Name)

By: _____
Title: _____

By: _____
Title: _____

By: _____
Title: _____

Wilber L. Hines (SEAL)
WILBER L. HINES
Paula M. Hines (SEAL)
PAULA M. HINES

State of North Carolina - County of Pasquotank

I, the undersigned Notary Public of the County and State aforesaid, certify that WILBER L. HINES and wife, PAULA M. HINES Camden personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this 26th day of June, 2010.

My Commission Expires: 09/18/2011

Candy P. Compton
Notary Public

State of North Carolina - County of _____

I, the undersigned Notary Public of the County and State aforesaid, certify that _____ personally came before me this day and acknowledged that he is the _____, a _____ of _____, a _____ corporation/limited liability company/general partnership/limited partnership (strike through the inapplicable), and that by authority duly given and as the act of such entity, _____ he signed the foregoing instrument in its name on its behalf for its act and deed. Witness my hand and Notarial stamp or seal, this _____ day of _____, 20____.

My Commission Expires: _____

Notary Public

State of North Carolina - County of _____

I, the undersigned Notary Public of the County and State aforesaid, certify that _____

Witness my hand and Notarial stamp or seal, this _____ day of _____, 20____.

My Commission Expires: _____

Notary Public

The foregoing Certificate(s) of _____

is/are certified to be correct. This instrument and this certificate are duly registered at the date and time and in the Book and Page shown on the first page hereof.

By: _____ Register of Deeds for _____ County
Deputy/Assistant - Register of Deeds

NC Bar Association Form No. L-3 © 1976, Revised © 1977, 2002

Printed by Agreement with the NC Bar Association - 1981 SoftPro Corporation, 333 E. Six Forks Rd., Raleigh, NC 27609

191

Attachment: bocminutes_091018 (2173 : BOC Minutes - September 10, 2018)

Register of Deeds ID.6520
State Of Camden
North Carolina County
Real Estate Excise Tax

\$2.00 per 1000 value

All or a portion of the property herein conveyed does include the primary residence of the Grantors.
The property hereinabove described was acquired by Grantor by instrument recorded in Book 258 page 275
A map showing the above described property is recorded in Plat Book Cabinet 4 Slide 77-A.
NC Bar Association Form No. L-3 © 1976, Revised © 1977, 2002
Printed by Agreement with the NC Bar Association - 1981 SoftPro Corporation, 333 E. Six Forks Rd., Raleigh, NC 27609

Vice Chairman White opened the floor for public comment.

There being no public comments Vice Chairman called for a motion to close the public hearing.

Motion to close the public hearing.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Randy Krainiak, Commissioner
AYES:	White, Krainiak, Meiggs
ABSENT:	Riggs, Munro

Motion to add Ordinance 2018-07-02 to New Business as Item 6.D.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	White, Krainiak, Meiggs
ABSENT:	Riggs, Munro

ITEM 6. NEW BUSINESS

A. Tax Report - County Manager Ken Bowman presented the monthly tax report.

**MONTHLY REPORT OF THE TAX ADMINISTRATOR TO THE
CAMDEN COUNTY BOARD OF COMMISSIONERS**

OUTSTANDING TAX DELINQUENCIES BY YEAR

<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2017	150,694.64	4,752.82
2016	42,005.31	2,690.49
2015	19,616.05	1,225.23
2014	14,334.07	1,334.36
2013	10,439.38	5,128.61
2012	7,813.03	8,020.76
2011	5,164.84	6,581.46
2010	4,244.84	4,982.86
2009	3,978.27	4,645.78
2008	3,795.46	5,038.23

TOTAL REAL PROPERTY TAX UNCOLLECTED	262,085.89
TOTAL PERSONAL PROPERTY UNCOLLECTED	39,417.74
TEN YEAR PERCENTAGE COLLECTION RATE	99.56%
COLLECTION FOR 2018 vs. 2017	10,326.91 vs. 25,196.71

LAST 3 YEARS PERCENTAGE COLLECTION RATE

2017	97.79%
2016	99.33%
2015	99.69%

EFFORTS AT COLLECTION IN THE LAST 30 DAYS

ENDING July **2018**
BY TAX ADMINISTRATOR

<u>120</u>	NUMBER DELINQUENCY NOTICES SENT
<u>18</u>	FOLLOWUP REQUESTS FOR PAYMENT SENT
<u>12</u>	NUMBER OF WAGE GARNISHMENTS ISSUED
<u>4</u>	NUMBER OF BANK GARNISHMENTS ISSUED
<u>9</u>	NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR TO DELINQUENT TAXPAYER
<u>0</u>	NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)
<u>0</u>	PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF TAX ADMINISTRATOR
<u>0</u>	NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO COUNTY ATTORNEY
<u>0</u>	NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR COLLECTION (I.D. AND STATUS)
<u>0</u>	REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS
<u>0</u>	NUMBER OF JUDGMENTS FILED

221 30 Largest Unpaid – Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	02-8934-01-17-4778.0000	11,330.23	1	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	01-7989-00-01-1714.0000	8,748.30	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8934-01-18-6001.0000	5,706.01	1	LINDA SUE LAMB HINTON	CAMDEN	150 158 US W
R	03-8899-00-45-2682.0000	4,945.29	10	SEAMARK INC.	SHILOH	HOLLY RD
R	02-8944-00-36-1417.0000	4,553.83	1	ROSA ALICE FEREBEE HEIRS	CAMDEN	165 IVY NECK RD
R	02-8937-00-50-8036.0000	4,530.96	1	CLEVELAND WALSTON LE	CAMDEN	187 HERMAN ARNOLD RD
R	01-7998-01-08-6797.0000	3,678.98	1	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	03-8961-00-68-3593.0000	3,624.69	2	SECRETARY OF VETERANS AFFAIRS	SHILOH	169 RAYMONS CREEK RD
R	02-8935-04-63-0820.0000	3,149.84	1	BELCROSS PROPERTIES, LLC	CAMDEN	197 158 US E
R	01-7997-00-75-4295.0000	3,012.56	1	JACKIE E BAILEY	SOUTH MILLS	100 ROBIN CT W
R	01-7090-00-64-6040.0000	2,893.98	1	LINTON RIDDICK	SOUTH MILLS	129 LILLY RD
R	02-8923-00-19-3774.0010	2,823.66	6	WILLIAM CONOVER	CAMDEN	431 158 US W
R	02-8935-02-66-7093.0000	2,805.26	1	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	03-8962-00-05-0472.0000	2,717.17	1	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	03-8899-00-16-2671.2425	2,668.79	1	SPRING LOTUS LLC	SHILOH	141 EDGEWATER DR
R	01-7080-00-53-1141.0000	2,405.66	1	EDWARD A ROSA SR	SOUTH MILLS	188 KEETER BARN RD
R	02-8945-00-41-2060.0000	2,387.68	1	LESELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	02-8934-01-29-4617.0000	2,265.20	1	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	01-7988-00-91-0179.0001	2,126.56	10	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8943-04-93-8214.0000	2,116.86	10	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	02-8934-01-29-4776.5853	2,084.96	1	C. RUSSELL HASTINGS JR.	CAMDEN	110 158 US W
R	01-7080-00-19-4673.0000	2,082.05	1	LEONARD UMBERGER	SOUTH MILLS	144 CULPEPPER RD
R	01-7080-00-62-1977.0000	2,062.78	8	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-8971-00-54-7373.0000	2,023.62	1	DWAYNE HARRIS	SHILOH	125 ONE MILL RD
R	03-8952-00-95-8737.0000	1,955.58	1	AUDREY TILLET	SHILOH	171 NECK RD
R	02-8935-01-08-8786.0000	1,888.98	1	LINDWOOD GREGORY	CAMDEN	253 SLEEPY HOLLOW RD
R	01-7999-00-66-1105.0000	1,874.32	1	LINDA RASON COLSON	SOUTH MILLS	105 BLOODFIELD RD
R	03-8962-00-67-1021.0000	1,856.31	1	CECIL BARNARD HEIRS	SHILOH	WICKHAM RD
R	01-7999-00-78-4680.0000	1,850.24	2	BERTHA MARLENE GARRETT	SOUTH MILLS	379 OLD SWAMP RD
R	03-8962-00-55-2255.0000	1,810.53	1	VERNON L. & EDITH W. SYLVESTER	SHILOH	453 NECK RD

222
223 30 Oldest Unpaid – Real

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	8,748.30	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8899-00-45-2682.0000	10	4,945.29	SEAMARK INC.	SHILOH	HOLLY RD
R	01-7988-00-91-0179.0001	10	2,126.56	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8943-04-93-8214.0000	10	2,116.86	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	03-8952-00-95-8737.0000	10	1,955.58	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	10	1,797.88	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7989-00-12-8596.0000	10	1,733.11	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7989-04-60-1568.0000	10	1,056.42	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	1,030.78	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	03-8962-00-50-0273.0000	10	883.88	DAISY WILLIAMS BURNHAM	SHILOH	RAYMONS CREEK RD
R	01-7090-00-60-5052.0000	10	757.21	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	02-8955-00-13-7846.0000	10	592.68	MARIE MERCER	CAMDEN	IVY NECK RD
R	02-8936-00-24-7426.0000	10	576.45	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	03-8980-00-61-1968.0000	10	249.67	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	01-7090-00-95-5262.0000	10	244.56	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-8909-00-45-1097.0000	10	202.56	MICHAEL LOBER	SHILOH	CENTERPOINT RD
R	03-8899-00-37-0046.0000	10	157.01	ELIZABETH LONG	SHILOH	HIBISCUS
R	03-8909-00-17-2462.0000	10	141.58	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	01-7080-00-62-1977.0000	9	2,062.78	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-8909-00-24-6322.0000	9	550.77	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	03-8980-00-84-0931.0000	8	187.90	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
R	01-7998-01-08-6797.0000	7	3,678.98	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	03-8962-00-04-9097.0000	7	1,856.31	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8990-00-64-8379.0000	7	792.39	CHRISTOPHER FROST-JOHNSON	SHILOH	227 SLEEPY HOLLOW RD
R	02-8935-01-07-0916.0000	7	574.95	ROSETTA MERCER INGRAM	CAMDEN	WICKHAM RD
R	03-8962-00-70-7529.0000	7	512.66	MARY SNOWDEN	SHILOH	WICKHAM RD
R	01-7989-04-90-0938.0000	7	453.61	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	03-8962-00-60-7648.0000	7	281.11	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD
R	02-8954-00-97-4350.0000	7	280.89	GEORGE SHAW	CAMDEN	TROTMAN RD N
R	02-8923-00-19-3774.0010	6	2,823.66	WILLIAM CONOVER	CAMDEN	431 158 US W

224
225 30 Largest Unpaid – Personal

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001709	2,003.83	9	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001538	866.88	10	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001046	764.04	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	748.98	7	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001476	706.41	1	MIKE TAYLOR	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0002194	648.76	3	PAM BUNDY	SHILOH	105 AARON DR
P	0001827	516.98	6	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0000295	483.28	6	KAREN BUNDY	CAMDEN	431 158 US W
P	0000295	412.03	1	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0001230	411.11	6	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001681	312.08	6	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001694	289.99	9	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001693	261.90	9	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001106	253.06	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0001104	242.20	1	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0001952	238.91	6	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0001638	210.76	1	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN
P	0000466	205.60	1	LAMBS OF CAMDEN	CAMDEN	152 HWY 158 W
P	0000905	204.42	3	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR
P	0002442	201.12	2	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0000297	182.53	1	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0001673	177.05	9	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0000248	159.99	10	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0001250	157.47	1	ROBERT H. OWENS	CAMDEN	A STREET
P	0000543	152.90	1	MICHELE LEE TAYLOR-DUKE	SOUTH MILLS	108 BINGHAM RD
P	0000945	145.98	1	TRACK 1 OF CAMDEN	CAMDEN	143 158 US W
P	0001722	140.55	7	RAWONA F. TAZEWEILL	CAMDEN	239 SLEEPY HOLLOW RD
P	0001639	123.29	4	JANET LEARY	SOUTH MILLS	LINTON ROAD
P	0000385	121.17	2	CAREY FARMS, INCORPORATED	SOUTH MILLS	202 SHARON CHURCH
				MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND

226
227
228

Attachment: bocminutes_091018 (2173 : BOC Minutes - September 10, 2018)

229 30 Oldest Unpaid – Personal

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001538	10	866.88	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001046	10	764.04	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	10	748.98	LESLIE ETHERIDGE JR	CAMDEN	
P	0001072	10	648.76	PAM BUNDY	SHILOH	105 AARON DR
P	0001106	10	253.06	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0000248	10	159.99	ROBERT H. OWENS	CAMDEN	A STREET
P	0001540	10	120.95	DAVID LUKE	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001709	9	2,003.83	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001693	9	261.90	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001673	9	177.05	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0000316	9	115.56	JAMES P. JONES	CAMDEN	142 SANDHILLS RD
P	0001827	8	483.28	KAREN BUNDY	CAMDEN	431 158 US W
P	0001722	7	140.55	JANET LEARY	SOUTH MILLS	LINTON ROAD
P	0001639	7	123.29	CAREY FARMS, INCORPORATED	SOUTH MILLS	202 SHARON CHURCH
P	0001230	6	411.11	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001681	6	312.08	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001694	6	288.99	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	6	238.91	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0001740	6	109.23	JASON & KEVIN WORDEN	SOUTH MILLS	STILES LANE
P	0002194	5	516.98	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0001638	3	210.76	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN LOT 12
P	0000905	3	204.42	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR
P	0001250	3	157.47	MICHELE LEE TAYLOR-DUKE	SOUTH MILLS	108 BINGHAM RD
P	0000945	3	145.98	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0001476	2	706.41	MIKE TAYLOR	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0000295	2	412.03	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000466	2	205.60	LAMBS OF CAMDEN	CAMDEN	152 HWY 158 W
P	0000846	2	201.12	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0000385	2	121.17	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND
P	0002921	2	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP

232 Motion to approve the tax report as presented.

233 **RESULT:** PASSED [UNANIMOUS]
234 **MOVER:** Randy Krainiak, Commissioner
235 **AYES:** White, Krainiak, Meiggs
236 **ABSENT:** Riggs, Munro

238 B. Citizen News – Brenda Bowman

240 Mrs. Brenda Bowman presented to the Board a proposal for a county newsletter that will be
241 distributed to every household in Camden County for the purpose of providing to its citizens
242 valuable information on the services available through the county departments, as well as a tool
243 to find answers and/or to address matters of interest and concern. The newsletter will also
244 highlight Camden County's assets, upcoming activities, historical information and
245 accomplishments and milestones reached by citizens.

247 Upon completion of the presentation, the board discussed in more detail the option of utilizing
248 The Daily Advance for home delivery, with the exception of apartments, townhouses, mobile
249 homes and campgrounds, an 8 to 12 page newsletter, said delivery to be accomplished over a 3-
250 day period. Stacks of extras would be provided to the county for the purpose of delivering to the
251 offices of those complexes. The cost range for this option is \$1500-\$2000.

253 Motion to approve Citizen News project, the \$1500-\$2000 option.

254 **RESULT:** PASSED [UNANIMOUS]
255 **MOVER:** Randy Krainiak, Commissioner
256 **AYES:** White, Krainiak, Meiggs
257 **ABSENT:** Riggs, Munro

C. Station 12 Fire Truck Housing

County Manager Ken Bowman presented to the Board a proposal to place a structure on county property located behind the administration building to temporarily house two fire trucks that were displaced due to the Station 12 fire. The insurance company has provided \$32,824.52 as extra expense less the deduction for salvage value of the temporary structure after the 8-month period of restoration.

Motion to select a vendor to install the structure to house two of the Station 12 fire trucks.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	White, Krainiak, Meiggs
ABSENT:	Riggs, Munro

D. Ordinance 2018-07-02 Rezoning Request

Ordinance No. 2018-07-02

**An Ordinance
Amending the Camden County
Zoning Map
Camden County, North Carolina**

Article I: Purpose

The purpose of this Ordinance is to amend the Zoning Map of Camden County, North Carolina, which was originally adopted by the County Commissioners on December 20, 1993, and subsequently amended.

Article II. Amendment to Zoning Map

The Official Zoning Map of Camden County, North Carolina, which was adopted on December 20, 1993, and subsequently amended, is hereby amended as follows:

The property currently shown in the Camden County Tax Assessor's Office as PIN 01-7090-00-16-3805 is hereby re-zoned from Basic Residential (R3-2) to Basic Residential (R3-1).

Article III. Penalty

1. Violations of the provision of this Ordinance or failure to comply with any of its Requirements, including violations of any conditions and safeguards established in connection with grants of variances or Special Use or Conditional Use Permits, shall constitute a misdemeanor, punishable by a fine of up to five-hundred (\$500) dollars or a maximum thirty (30) days imprisonment as provided in G. S. 14-4.
2. Any act constituting a violation of the provisions of this Ordinance or a failure to comply with any of its requirements, including violations of any conditions and safeguards established in connection with the grants of variances or Special Use or Conditional Use Permits, shall also subject the offender to a civil penalty of one-hundred (\$100) dollars for each day the violation continues. If the offender fails to pay the penalty within ten (10) days after being cited for a violation, the penalty may be recovered by the county in a civil action in the nature of debt. A civil penalty may not be appealed to the Board of Adjustment if the offender was sent a final notice of violation in accordance with Article 151.568 and did not take an appeal to the Board of Adjustment within the prescribed time.
3. This Ordinance may also be enforced by any appropriate equitable action.

4. Each day that any violation continues after notification by the administrator that such violation exists shall be considered a separate offense for purposes of the penalties and remedies specified in this section.
5. Any one, all or any combination of the foregoing penalties and remedies may be used to enforce this Ordinance.

Article IV. Severability

If any language in this Ordinance is found to be invalid by a court of competent jurisdiction or other entity having such legal authority, then only the specific language held to be invalid shall be affected and all other language shall be in full force and effect.

Article V. Effective Date

This Ordinance is effective upon adoption.

Adopted by the Board of Commissioners for the County of Camden this day of 2018.

County of Camden

Tom White, Acting Chairman
Camden County Board of Commissioners

ATTEST:

Karen Davis
Clerk to the Board

(SEAL)

Motion that the requested map amendment is consistent with both the CAMA land use plan and comprehensive plan as it allows for densities as low as one acre and is an expansion of an adjacent zoning.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	White, Krainiak, Meiggs
ABSENT:	Riggs, Munro

Motion to approve Ordinance 2018-07-02 Rezoning Application to rezone property from basic residential R3-2 to basic residential R3-1.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Randy Krainiak, Commissioner
AYES:	White, Krainiak, Meiggs
ABSENT:	Riggs, Munro

ITEM 7. BOARD APPOINTMENTS

1. Planning Board – Fletcher Harris (reappointment)
2. Adult Care Home Community Advisory Committee – Tammie Krauss (appointment)
3. Tourism Development Authority – Donna Stewart & Adam Carver (reappointments)

Motion to approve the board appointments as presented.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Garry Meiggs, Commissioner
AYES:	White, Krainiak, Meiggs
ABSENT:	Riggs, Munro

ITEM 8. CONSENT AGENDA

1. BOC Special Meeting Minutes – April 19, 2017
2. BOC Work Session Minutes – January 11, 2018
3. BOC Work Session Minutes – May 2, 2018
4. BOC Work Session Minutes – May 22, 2018
5. BOC Special Meeting Minutes – June 21, 2018
6. BOC Work Session Minutes – July 9, 2018
7. BOC/Planning Minutes Joint Meeting - July 18, 2018
8. BOC/Planning Minutes Joint Meeting - July 25, 2018
9. BOC Minutes – August 6, 2018
10. FY 18-19 Budget Amendments

2018-19-BA006
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, 2019.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10399400-439900	Fund Balance Appropriated	\$31,493	
Expenses			
104930-503000	Part Time Salaries		\$30,000
104930-502000	Full Time Salaries	\$45,000	
104930-505000	FICA	\$ 3,443	
104930-506000	Health Insurance	\$ 7,197	
104930-506200	Employer Paid Life	\$ 115	
104930-507000	Retirement	\$ 3,488	
104930-507100	401(K)	\$ 2,250	

This Budget Amendment is made to appropriate funds for changing part time Building Inspection position to a full time position.

This will result in no change to the Contingency of the General Fund.

Balance in Contingency \$40,000.00

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 10th day of September, 2018.


Clerk to Board of Commissioners


Chairman, Board of Commissioners



327

2018-19-BA007
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, 2019.

Section 1. To amend the General Fund as follows:

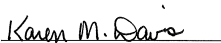
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10399400-439900	Fund Balance Appropriated	\$33,248	
Expenses			
105000-515005	Maintenance-Leased Properties	\$30,000	
105900-591100	Mosquito Control	\$ 2,168	
105900-502000	Part Time Salaries	\$ 1,000	
105900-505000	FICA	\$ 80	

This Budget Amendment is made to appropriate funds for repairs/maintenance on former NCDC Property & increase in Mosquito control.

This will result in no change to the Contingency of the General Fund.

Balance in Contingency \$40,000.00

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 10th day of September, 2018.


Clerk to Board of Commissioners


Chairman, Board of Commissioners



328

Attachment: bocminutes_091018 (2173 : BOC Minutes - September 10, 2018)

332

12. Pickups, Releases & Refunds

NAME	REASON	NO.
Christine Daley	Adjustment - tax rate incorret \$829.27	Pick-up/20918 R-115885-18
Richard Wayne Gardner	Adjustment - tax rate incorret \$1,208.76	Pick-up/20919 R-115889-18
The Ladicon Corporation	Adjustment - tax rate incorret \$847.67	Pick-up/20920 R-115898-18
Howard K. Houtz, Jr.	Adjustment - tax rate incorret 915.32	Pick-up/20921 R-115895-18
Deborah Cox Wood Irrevocable Trust	Adjustment - tax rate incorret \$849.17	Pick-up/20922 R-115886-18
Quo-Anh Thai, M.D.	Adjustment - tax rate incorret \$816.01	Pick-up/20923 R-115938-18
James C. Lewis	Adjustment - tax rate incorret \$1,126.54	Pick-up/20924 R-115901-18
Harrell Family Irrevocable Trust	Adjustment - tax rate incorret 1,135.10	Pick-up/20925 R-115891-18
John H. & Pauline L. Berard	Adjustment - tax rate incorret \$1,152.98	Pick-up/20926 R-115875-18
Louise Clate Aydlett	Adjustment - tax rate incorret \$870.15	Pick-up/20927 R-115873-18
Calvin Arnold	Adjustment - tax rate incorret \$1,171.23	Pick-up/20928 R-115872-18
Jollish Clifton	Adjustment - tax rate incorret \$1,126.54	Pick-up/20929 R-115880-18
William Conover	Adjustment - tax rate incorret \$150.65	Pick-up/20930 R-115882-18
William Conover	Adjustment - tax rate incorret \$150.65	Pick-up/20931 R-115884-18
Larry Hobbs	Adjustment - tax rate incorret \$838.01	Pick-up/20932 R-115893-18
Joseph Mixon	Adjustment - tax rate incorret \$150.65	Pick-up/20933 R-115908-18
Scott J. Leonard	Adjustment - tax rate incorret \$150.65	Pick-up/20934 R-115900-18
Elizabeth Mae Shaw	Adjustment - tax rate incorret \$150.65	Pick-up/20935 R-115936-18
Jonathan McBeth	Adjustment - tax rate incorret \$150.65	Pick-up/20936 R-115903-18
Berwin Holdings, LLC	Adjustment - tax rate incorret \$150.65	Pick-up/20937 R-115876-18
NMJ Properties	Adjustment - tax rate incorret \$150.65	Pick-up/20938 R-115913-18
Donald Joseph Riley, Jr.	Adjustment - tax rate incorret \$150.65	Pick-up/20939 R-115933-18
NMJ Properties	Adjustment - tax rate incorret \$150.65	Pick-up/20940 R-115912-18
NMJ Properties	Adjustment - tax rate incorret \$150.65	Pick-up/20941 R-115911-18
NMJ Properties	Adjustment - tax rate incorret \$150.65	Pick-up/20942 R-115910-18
NMJ Properties	Adjustment - tax rate incorret \$1,471.00	Pick-up/20943 R-115909-18
John Chin	Adjustment - tax rate incorret \$3,795.19	Pick-up/20944 R-115879-18
Gerald M. McGee	Adjustment - tax rate incorret \$1,172.35	Pick-up/20945 R-115903-18
Jollish Clifton	Adjustment - tax rate incorret \$994.19	Pick-up/20946 R-115881-18
James Kennedy	Adjustment - tax rate incorret \$994.19	Pick-up/20947 R-115896-15
William Ellsworth Barclift	Adjustment - tax rate incorret \$994.19	Pick-up/20948 R-115874-18
William Henry Weatherly	Adjustment - tax rate incorret \$1,009.87	Pick-up/20949 R-115941-18
Lydia Gardner	Adjustment - tax rate incorret \$994.19	Pick-up/20950 R-115888-18
Peter C. thorell	Adjustment - tax rate incorret \$994.19	Pick-up/20951 R-115939-18
Haywood B. Houtz	Adjustment - tax rate incorret \$984.33	Pick-up/20952 R-115894-18
L. W. Whitehurst	Adjustment - tax rate incorret \$699.44	Pick-up/20953 R-115942-18
Calvin Lee & Marion Gutman	Adjustment - tax rate incorret \$3,376.19	Pick-up/20954 R-115890-18

333

334

Attachment: bocminutes_091018 (2173 : BOC Minutes - September 10, 2018)

335

James Joseph Kennedy	Adjustment - tax rate incorret \$1,172.35	Pick-up/20955 R-115897-18
NMJ Properties	Adjustment - tax rate incorret \$131.00	Pick-up/20956 R-115918-18
NMJ Properties	Adjustment - tax rate incorret \$131.00	Pick-up/20957 R-115917-18
NMJ Properties	Adjustment - tax rate incorret \$131.00	Pick-up/20958 R-115916-18
NMJ Properties	Adjustment - tax rate incorret 131.00	Pick-up/20959 R-115915-18
NMJ Properties	Adjustment - tax rate incorret \$124.45	Pick-up/20960 R-115914-18
Matthew D. McNamara	Adjustment - tax rate incorret 124.45	Pick-up/20961 R-1115907-18
William Conover	Adjustment - tax rate incorret \$150.65	Pick-up/20962 R-115883-18
R.O. Givens Signs	Adjustment - tax rate incorret \$155.51	Pick-up/20964 R-115931-18
Berwyn Holdings, LLC	Adjustment - tax rate incorret \$150.65	Pick-up/20966 R-115877-18
NMJ Properties	Adjustment - tax rate incorret \$150.65	Pick-up/20967 R-115927-18
Laid Back 401 K Plan	Adjustment - tax rate incorret \$150.65	Pick-up/20968 R-115899-18
NMJ Properties	Adjustment - tax rate incorret \$150.65	Pick-up/20969 R-115926-18
NMJ Properties	Adjustment - tax rate incorret \$150.65	Pick-up/20970 R-115925-18
Robert & Linda Stone	Adjustment - tax rate incorret 150.65	Pick-up/20971 R-115937-18
NMJ Properties	Adjustment - tax rate incorret \$209.60	Pick-up/20972 R-115924-18
NMJ Properties	Adjustment - tax rate incorret \$209.60	Pick-up/20973 R-115923-18
NMJ Properties	Adjustment - tax rate incorret \$209.60	Pick-up/20974 R-115922-18
NMJ Properties	Adjustment - tax rate incorret \$209.60	Pick-up/20975 R-115921-18
NMJ Properties	Adjustment - tax rate incorret \$209.60	Pick-up/20976 R-115920-18
NMJ Properties	Adjustment - tax rate incorret \$209.60	Pick-up/20977 R-115919-18
James E. Elliott, Jr.	Adjustment - tax rate incorret \$150.65	Pick-up/20978 R-115887-18
Douglas McFadden	Adjustment - tax rate incorret \$1,189.22	Pick-up/20979 R-115904-18
Sylvia Tilley	Adjustment - tax rate incorret \$1,135.10	Pick-up/20980 R-115940-18
Deborah J. Malenfant	Adjustment - tax rate incorret \$871.52	Pick-up/20982 R-115902-18
Gary L. Hobbs	Adjustment - tax rate incorret \$837.00	Pick-up/20983 R-115892-18
Hubert McGee, Jr.	Adjustment - tax rate incorret \$884.45	Pick-up/20984 R-115906-18
Shelby Mansfield	Pick-up - Billed/paid to wrong county \$132.48	Pick-up/20981 P-15084-17
Joseph P. O'Neill	Adjustment - tax rate incorret \$150.65	Pick-up/20986 R-115929-18
Douglas M. Chesson	Adjustment - tax rate incorret \$150.65	Pick-up/20987 R-115878-18
Seas Day LLC	Adjustment - tax rate incorret \$150.65	Pick-up/20988 R-115935-18
Seas Day LLC	Adjustment - tax rate incorret \$150.65	Pick-up/20989 R-115934-18
Ronal G. Pearman	Adjustment - tax rate incorret \$891.16	Pick-up/20990 R-115930-18

336

Attachment: bocminutes_091018 (2173 : BOC Minutes - September 10, 2018)

337 13. DMV Monthly Report

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County October Renewals Due 11/15/18

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
15,826.94	19,179.22	11,846.67	46,852.83

Witness my hand and official seal this 11th day of September 2018

Vice Tom Wh. vi
Chairman, Camden County Board of Commissioners

Attest:

Karen M. Davis
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.

Ryan S. Anderson
Tax Administrator of Camden County

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County November Renewals Due 12/15/18

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
21,038.79	20,341.16	9,826.45	51,206.40

Witness my hand and official seal this 11th day of September 2018

Vice Tom Wh. vi
Chairman, Camden County Board of Commissioners

Attest:

Karen M. Davis
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.

Ryan S. Anderson
Tax Administrator of Camden County

338

339

Attachment: bocminutes_091018 (2173 : BOC Minutes - September 10, 2018)

340
341

14. Order for the Collection of Taxes

NORTH CAROLINA
CAMDEN COUNTY

ORDER OF THE BOARD OF COMMISSIONERS
IN ACCORDANCE WITH G.S. 105-321
FOR THE COLLECTION OF
2018 TAXES

TO: THE TAX ADMINISTRATOR OF CAMDEN COUNTY

You are hereby authorized, empowered and commanded to collect the taxes set forth in the 2018 tax records filed in the office of the Camden County Tax Administrator, and in the tax receipts herewith delivered to you in the amounts and from the taxpayers likewise therein set forth. You are further authorized, empowered and commanded to collect the 2018 taxes charged and assessed as provided by law for adjustments, changes and additions to the tax records and tax receipts delivered to you which are made in accordance with law. Such taxes are hereby declared to be a first lien on all real property of the respective taxpayers in Camden County, and this order shall be a full and sufficient authority to direct, require and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with law.

WITNESS my hand and official seal, this 10th day of September, 2018.

via Tam H. Li
Chairman
Camden County Board of Commissioners

ATTEST:

Karen M. Davis
Clerk
Camden County Board of Commissioners



342
343

15. Surplus Property Request

Requested by: Sheriff Rodney Meads *RAM*
☒ Sell ☐ Dispose

Department: Sheriff's Office (County Property)

Item: 2010 Dodge Charger

Disposal Method: GovDeals

Suggested Value: \$1,500.00

Reason for surplus: Please see notes

Manager Approval *AB*

Disposal Method:

Value:

Comments:

Board Approval

Approved/Denied: *[Signature]*

Date: 9-11-18

Final Disposition Date:

Method:

Amount:

Purchased by:

Item Description
2010 Dodge Charger with 200,750 miles, starting to have large \$\$\$\$ repairs. Engine is knocking and will need to be replace or rebuilt.

History
Purchase in 2010 for \$ 20,026.00
Service and repairs to date \$ 19,729.90

344

345 16. Resolution 2018-09-01 Protecting NC Farmers



RESOLUTION 2018-09-01 BY THE BOARD OF COMMISSIONERS OF CAMDEN COUNTY TO PROTECT NORTH CAROLINA FARMERS

WHEREAS, agriculture is one of the most significant drivers of North Carolina's economy, creating tens of billions in economic activity, employing 17 percent of the state's workers and accounting for nearly 20 percent of the state's economy; and

WHEREAS, 26 lawsuits have been filed in North Carolina asserting nuisance allegations against Murphy-Brown, a subsidiary of Smithfield Foods; and

WHEREAS, while the lawsuits name Murphy-Brown as a defendant, most of the farms affected by the lawsuits are independently-owned family farms who, despite operating their farms in a law-abiding manner, stand to lose their livelihoods as a result of the litigation; and

WHEREAS, during the trial phase of a recent case, the jury was denied the ability to conduct a site visit to experience firsthand the conditions complained of and after verdicts were reached, a gag order was entered preventing farms and their neighbors from publicly discussing the conditions on their farms or the effects of the lawsuits on their farming communities; and

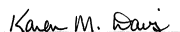
WHEREAS, the Camden County Board of Commissioners fear that if this verdict is not overturned, it will set a precedent with far-reaching ramifications devastating to North Carolina's agricultural economy, harmful to rural farming communities and will push hardworking family farmers into bankruptcy by stymying their ability to produce fruits and vegetables, raise livestock and seafood, and grow crops and grains.

NOW, THEREFORE BE IT RESOLVED that the Camden County Board of Commissioners does hereby support the Swine Farmers of Eastern North Carolina and believe that the agriculture industry is vital to the North Carolina economy and should be protected.

Adopted this 10th day of September, 2018.


Tom White, Acting Chairman
Camden County Board of Commissioners

ATTEST:


Karen M. Davis
Clerk to the Board



346 17. Senior Center General Purpose Funding FY 2018-2019

SENIOR CENTER GENERAL PURPOSE FUNDING

Introduction and Instructions

The Albemarle Commission Area Agency on Aging is pleased to announce the availability of funds for use by senior centers to support and develop programming and general operations or to construct, renovate, or maintain senior center facilities. \$1,265,316 in general purpose funding was allocated for senior centers for the current fiscal year. This funding is allocated to the Area Agencies on Aging for distribution to the centers within the region which provide full time programs or will utilize the funding to develop full time programs. Across the state 172 senior centers or developing senior centers will be funded.

The Division of Aging and Adult Services has worked hard to enhance and expand the statewide certification process for senior centers with standards that encourage centers across the state to strive for levels of 'merit' or 'excellence'. An intent of the certification process has been to increase base funding for those who have successfully completed the process. This ensures that funding is being well spent on readily identifiable programs and services and provides an incentive for centers that make investments to meet certification requirements. Therefore, in order to provide an incentive to work toward certification, and to reward those who achieve it, the Division has decided to fund senior centers equally, based upon their certification status. Centers of Merit will receive two shares of the funding of non-certified centers and Centers of Excellence will receive three times the funding of non-certified centers. The objectives for this year are to:

- Allocate funding equally to every center, based upon certification status;
- Require documentation and accountability for the use of funding, and;
- Provide incentives for centers to improve themselves through certification.

Again, this year it has been decided to divide the annual appropriation into shares based on the total number of senior centers as determined by the Area Agencies on Aging plus extra shares for each senior center which

meets certification status. Uncertified, identified centers will receive one share.

For FY 2018-2019, total funding available to the counties in Region R will amount to \$57,026. Effective period: July 1, 2018-June 30, 2019.

Your center is eligible to receive:

FY 18-19	Senior Center General Purpose Funding	\$3,564
	Local Match (25%)	\$1,188
	TOTAL	\$4,752

It is the responsibility of the applicant to certify the availability of the local match. The funds require a 25% local match. The funds must be spent first before reimbursed and before June 30, 2019. Therefore, projected June expenditures must be reported with May services reported in June otherwise the unutilized portion of your allocation will revert to the state.

Application submissions should include:

- (1) A completed description of proposed activities (add additional pages as needed).
- (2) Certification of the availability of local match.
- (3) A budget for senior center general purpose activities.

APPLICATION FOR SENIOR CENTER GENERAL PURPOSE FUNDING

Applicant Information

Date: 22 Aug 18

Project Name: Camden County Senior Center

Name of Project Director: Jasmine S. Wilson

Telephone Number: 252-335-2569 FAX: 252-331-5621

E-Mail: jwhite@camdencountync.gov

Name and Address of Applicant: Jasmine S. Wilson, Camden Co Sr Ctr
P.O. Box 54, Camden, NC 27921

Type of Agency Applying: Private-Non-Profit _____
Public ☒ _____

Location of Project: Camden County
(county)

ASSURANCES

Camden Co Senior Center (hereinafter referred to as "Subgrantee") HEREBY AGREES THAT it will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; and (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), which prohibits discrimination on the basis of handicaps.

Signature and Title of Authorized Official
[e.g., Director, Board Chairman]

Date

**CERTIFICATION OF THE AVAILABILITY OF REQUIRED NON-FEDERAL
MATCH FOR SENIOR CENTER GENERAL PURPOSE FUNDING**

It is understood that the following required 25 percent non-federal match will be used to match Senior Center General Purpose funds in FY 18-19 and will not be used to match any other federal or state funds during the contract period.

The provider shall expend the award in keeping with the attached project description indicating how funding will be utilized. Funding will not be disbursed until this application is received and approved by the Area Agency on Aging. The contractor shall make a final report indicating how funding was utilized in a format provided by the Area Agency on Aging.

FY 18-19	Example only:
Budget Request \$ <u>3,564</u>	non certified center: \$3,564
Required 25% Match \$ <u>1,188</u>	divided by .75=\$4,752 [Total projected budget]
Total FY 18-19	\$4,752 minus \$3,564=
Projected Budget \$ <u>4,752</u>	\$1,188 [local match]
(up to the amount of the grant)	

Authorized Signature: Sharonne D. Wilson
 Title: Senior Center Director
 Date: 22 Aug 18

SENIOR CENTER GENERAL PURPOSE PROJECT DESCRIPTION

1. Senior Center to receive funding: Camden County Senior Center
2. Amount of funding: \$4,752
3. Area served by Senior Center: Camden County

4. Describe how the funding will be spent:

Funding will be used for the
Director's salary.

STATE APPROPRIATIONS FOR SENIOR CENTER BUDGET INFORMATION
STATE FISCAL YEAR 2018-19

Organization Name: Camden County Senior Center
Senior Center Name: Camden County Senior Center
Address: PO Box 54/117 N Hwy 343, Camden, NC 27921
Period Covered: July 1, 2018 - June 30, 2019 Date Prepared: _____

OBJECTS OF EXPENDITURE	AMOUNT
Salary and Fringe Benefits	\$ <u>4,752</u>
Supplies/Other Operating Costs	\$ _____
Equipment	\$ _____
Capital Outlay (Real Estate, Construction, Renovation)	\$ _____
Other _____	\$ _____
TOTAL BUDGET (Including local match) (Up to grant amount, only)	\$ <u>4,752</u>

Each organization that receives, uses or expends any state funds shall use or expend the funds only for the purposes for which they were appropriated by the General Assembly or collected by the State. State funds include federal funds that flow through the state. If the contractor is a governmental entity, such entity is subject to the provisions of the requirements of OMB Circular A-133 and the NC Single Audit Implementations Act of 1987. If the Contractor is a non-governmental entity, such entity is subject to the provisions of G.S. 143-6.2. Additionally, any non-governmental entity except a for-profit corporation is subject to the provisions of OMB Circular A-133.

AUTHORIZED SIGNATURE: _____

TITLE: _____ DATE: _____

**ASSURANCE OF COMPLIANCE WITH SECTION 504 OF
THE REHABILITATION ACT OF 1973**

Camden County Senior Center (hereinafter referred to as "Subgrantee") **HEREBY AGREES THAT** it will comply with Section 504 of the Rehabilitation Act of 1973 (P.L. 93-112) and all requirements imposed by or pursuant to the Regulation of the Department of Health, Education, and Welfare (45 CFR 84) issued pursuant to that Section, to the end that, in accordance with Section 504 of that Act and the Regulation, no person in the United States shall, on the basis of handicap, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Subgrantee receives Federal, financial assistance from the State of North Carolina, Department of Human Resources, Division of Aging and Adult Services, a recipient of Federal financial assistance from the Department (Grantor); and Hereby Gives Assurance that it will immediately take any measures necessary to effectuate this agreement.

If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Subgrantee by the Grantor, this assurance shall obligate the Subgrantee, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision or similar services or benefits. If any personal property is so provided, this assurance shall obligate the Subgrantee for the period during which the Federal financial assistance is extended to it by the Grantor.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Subgrantee by the Grantor, including installment payments after such date on account of applications for Federal financial assistance which were approved before such date. The Subgrantee recognizes and agrees that such Federal financial assistance will be extended in reliance on the representations and agreements made in this assurance, and that the grantor or the United States or both shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Subgrantee, its successors, transferees, and assignees, and the person or persons whose signature(s) appear below are authorized to sign this assurance on behalf of the Subgrantee.

Attachment: bocminutes_091018 (2173 : BOC Minutes - September 10, 2018)

Dated 22 Aug 18 Jasmine S. Wilson
 (Applicant)
 Applicant's Mailing Address: PO Box 54 By: _____
Camden, NC 27921 (President, Board Chairperson or
 Comparable Authorized Official)

**ASSURANCE OF COMPLIANCE WITH THE DEPARTMENT
 OF HEALTH AND HUMAN SERVICES REGULATION UNDER
 TITLE VI OF THE CIVIL RIGHTS ACT OF 1964**

Camden County Senior Center (hereinafter referred to as "Applicant").
HEREBY AGREES THAT it will comply with Title VI of the Civil Rights Act
 of 1964 (P.L. 88-352) and all requirements imposed by or pursuant to the
 Regulation of the Department of Health and Human Services (45 CFR Part 80)
 issued pursuant to that Title, to the end that, in accordance with Title VI of that Act
 and the Regulation, no person in the United States shall, on the grounds of race,
 color, or national origin, be excluded from participation in, be denied the benefits
 of, or be otherwise subjected to discriminate under any program or activity for
 which the Applicant receives Federal financial assistance from the Department;
 and **HEREBY GIVES ASSURANCE THAT** it will immediately take any
 measures necessary to effectuate this Agreement.

If any real property or structure thereon is provided or improved with the aid of
 Federal financial assistance extended to the Applicant by the Department, this
 assurance shall obligate the Applicant, or in the case of any transfer of such
 property, any transferee, for the period during which the real property or structure
 is used for a purpose for which the Federal financial assistance is extended or for
 another purpose involving the provision or similar services or benefits. If any
 personal property is so provided, this assurance shall obligate the Applicant for the
 period during which it retains ownership or possession of the property. In all
 cases, this assurance shall obligate the Applicant for the period during which the
 Federal Assistance is extended to it by the Department.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining
 any and all Federal grants, loans, contracts, property, discounts or other Federal
 financial assistance extended after the date hereof to the Applicant by the
 Department, including installment payments after such date on account of
 applications for Federal financial assistance which were approved before such date.
 The Applicant recognizes and agrees that such Federal financial assistance will be
 extended in reliance on the representations and agreements made in this assurance,
 and the United States shall have the right to seek judicial enforcement of this
 assurance. This assurance is binding on the Applicant, its successors, transferees,
 and assignees, and the person or persons whose signature(s) appear below are
 authorized to sign this assurance on behalf of the Applicant.

Dated 22 Aug 18 Jasmine S. Wilson
 (Applicant)
 Applicant's Mailing Address: PO Box 54 By: _____
Camden, NC 27921 (President, Board Chairperson or
 Comparable Authorized Official)

Attachment: bocminutes_091018 (2173 : BOC Minutes - September 10, 2018)

AGREEMENT OF UNDERSTANDING
BETWEEN AGENCIES

Agency: Camden County Senior Center
 Telephone#: (252) 335-2569
 Address: Po Box 54/117 N Hwy 343, Camden, NC 27921
 Director: Jasmine S. Wilson

AND

Agency: Albemarle Commission Telephone#: (252) 426-5753
 Address: 512 S Church Street
Hertford, NC 27944

Executive Director: Cathy Davison

In an effort to enhance the overall effectiveness of services provided to older adults of Camden County, the above-named agencies agree to share, when appropriate, pertinent information which may serve to improve the quality of life for older adults

The Memorandum of Understanding serves to incorporate the following mutual components:

1. Provide information concerning services/programs for older adults and any related eligibility requirements.
2. When appropriate, assist with identifying and referring clients who may be in need of services not provided by the referring agency.
3. When appropriate, inform proper agency representatives of any changes related to services provided.
4. Provide, upon request, personnel to explain aging programs, services, etc.
5. Share, when appropriate, concerns, questions or suggestions relative to services provided.

The persons responsible for implementing and monitoring this Agreement of Understanding are:

Agency: Camden County Senior Center Agency: Albemarle Commission
Jasmine S. Wilson _____
 (Director's Signature) (Executive Director's Signature)

**ALBEMARLE COMMISSION GRANT AGREEMENT
FOR SENIOR CENTER GENERAL PURPOSE FUNDS**

This Agreement is made and entered into **July 1, 2018** and ending **June 30, 2019**, between the Albemarle Commission, hereinafter referred to as "AC" and the Camden County Senior Center, hereinafter referred to as the "Grantee".

Subject to the terms and conditions hereinafter set forth and attached to this document, the AC agrees to grant **Senior Center General Purpose Funds** to the Grantee for the purpose which is described herein and attached to this document.

A line item accounting showing how these grant funds with a **25%** local match were expended shall be submitted to the AC. Documentation in the form of paid invoices shall also be submitted.

As compensation, the AC shall reimburse Grantee upon receipt of detailed invoices to include dates, vendors, costs and purchases. Total funds for this grant must not exceed \$3,564 of State funds.

Hold Harmless: The Grantee shall be considered to be an independent contractor with responsibility for maintaining their own insurance to cover any job-related injuries. This Agreement is not intended nor to be construed as an employer/employee arrangement.

Conflict of Interest: The Contract covenants that it presently has no interest and shall not acquire any interest, directly or indirectly, which would conflict in any manner or degree with the performance of services required to be performed under this Agreement. The Contractor further covenants that, in the performance of this Agreement, no person having any such interest shall be employed.

Interest of Members of AC and Others: No officer, member, or employee of AC, and no member of its governing body, and no other public official of the governing body of the locality or localities in which the project is situated or being carried out who exercises any functions or responsibilities in the review or approval of this project, shall participate in any decision relating to this Agreement which affects his or her personal interest or have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.

By signature, each party agrees to the terms contained herein and the Grantee further certifies that such terms do not represent a conflict of interest.

Attachment: bocminutes_091018 (2173 : BOC Minutes - September 10, 2018)

Grantee:

_____	_____
Signature	Date

Grantee: _____	_____
Name and Title of Signatory Official	

Albemarle Commission Executive Director	_____
	Date

Albemarle Commission AAA Director	_____
	Date

This instrument has been preaudited
in the manner required by the Local Government Budget
and Fiscal Control Act

Albemarle Commission Finance Officer	_____
	Date

18. Emergency Operations Promulgation Statement

Pasquotank-Camden-Elizabeth City Emergency Operations Plan

Promulgation Statement

Transmitted herewith is the revised Basic Plan component of the Emergency Operations Plan (EOP) for Pasquotank-Camden-Elizabeth City, North Carolina. This EOP supersedes any previous plans. It outlines the coordinated actions to be taken by County, municipal, public safety officials and supporting organizations during emergencies and disastrous events. It is the principal guide for mitigating emergencies and disasters; ensuring the protection of health, safety, and property of the public and aiding in recovery operations. It is intended to facilitate multiple-agency and multiple-jurisdictional coordination, particularly among local, state, and federal agencies in emergency management, and establish a framework for an effective system of comprehensive emergency management.

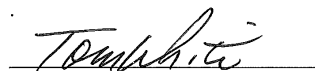
In accordance with the Resolution adopted by the Pasquotank and Camden Board of Commissioners and Elizabeth City Council in 2006 the EOP designates the National Incident Management System (NIMS) as the basis for all Incident Management and requires the use of the Incident Management System (ICS) for routine and catastrophic emergencies.

In order to execute this plan effectively and mobilize available resources, all implementing personnel must have knowledge of the procedures set forth in this plan and be trained in its use. Agencies having roles and responsibilities established by this plan are expected to develop Standard Operating Guidelines and Procedures based on the provisions of this plan.

The EOP will be revised and updated as required. All recipients are requested to advise Pasquotank-Camden-Elizabeth City Emergency Management, which is responsible for developing and maintaining the plan, of any changes that might result in its improvement or increase its usefulness. The accomplishment of emergency management goals and objectives depends on the development and maintenance of competent program staff, adequate funding, and the familiarization and training of other County/City personnel regarding their emergency responsibilities and this plan. Pasquotank-Camden-Elizabeth City Emergency Management has primary responsibility for these activities, but review of this plan and overall emergency responsibilities shall be accomplished by all County/City departments through plan activation or exercise. Thorough familiarity with this plan will result in the efficient and effective execution of emergency responsibilities and in the best service to the citizens of Pasquotank and Camden Counties and the City of Elizabeth City.

The Camden Board of County Commissioners gives its full support to this Emergency Operations Plan, and its annexes, and urges all officials, employees and citizens, individually and collectively, to do their share in the total emergency preparedness efforts of Camden County.

This document is hereby approved and promulgated as the Pasquotank-Camden-Elizabeth City Emergency Management Operations Plan.



Tom White, Vice Chairman
Camden County Board of Commissioners

19. RFP – Hurricane Matthew Hazard Mitigation Grant Program Management and Implementation Services

REQUEST FOR PROPOSALS FOR PROFESSIONAL SERVICES

Notice is hereby given that proposals will be received by Camden County, North Carolina, until _____, for the following Professional Services to said jurisdiction:

HURRICANE MATTHEW HAZARD MITIGATION GRANT PROGRAM (HMGP) MANAGEMENT and IMPLEMENTATION SERVICES

Project Summary

Camden County suffered significant damage to residential housing during Hurricane Matthew in October 2016 and has received notice of grant approval from the NC Division of Emergency Management for Hazard Mitigation Grant Program (HMGP) for Acquisition and Demolition/Reconstruction of residential properties. The county is soliciting turnkey professional project management and implementation services required to undertake the following activities:

- Management and implementation of Hazard Mitigation Grant Program (HMGP) Projects for the Acquisition of five (5) residential properties (one additional application is still pending) and the demolition/reconstruction of two (2) residential properties. All activities performed during these projects are to be conducted with FEMA funds pursuant to the Robert T. Stafford Disaster Relief Act, the National Flood Insurance Reform Act of 1994, and the State of North Carolina's Flood Mitigation Administrative Plan, as administered by the NC Division of Emergency Management. These Projects must also adhere to all program guidelines established for the Hazard Mitigation Grant Program.

Upon selection of a qualified consultant, Camden County will enter into a contractual agreement with the consultant, based upon the management and implementation needs determined by the county and NC Division of Emergency Management and outlined in the HMGP Program Guidance. Management and implementation activities are to be conducted with Federal Emergency Management Agency (FEMA) and North Carolina State funds pursuant to the grant agreements executed between Camden County and the State of North Carolina, Department of Public Safety, Division of Emergency Management.

The contact person for this project is:

Christy Saunders, Emergency Management Coordinator
Pasquotank-Camden Emergency Management Agency
200 E. Colonial Avenue, Elizabeth City, NC 27909
Phone (252) 335-4444
saundersc@co.pasquotank.nc.us

Each proposer must submit complete proposals in the format provided in the RFQ. Proposals must be in a sealed envelope and clearly marked "HURRICANE MATTHEW HAZARD MITIGATION GRANT PROGRAM, MANAGEMENT AND IMPLEMENTATION SERVICES – SPECIAL PROJECT RFQ" in the lower left corner of the envelope. Mailed or hand delivered proposals must be received no later than _____, to be considered.

A minimum of two bids must be received in order to open the bids. The bids will be opened at the public bid opening on (Date) at (Time) in the Camden County Manager's Office located at 330 US Highway 158 E, Camden, NC 27921.

Proposals will be rated by the Camden County Manager, Camden County Finance Director and Pasquotank-Camden Emergency Management Coordinator prior to award of any contract. Procurement of a management and implementation firm will be accomplished in accordance with 44CFR13, 24FR85, 2CFR200, and the North Carolina General Statutes relating to procurement of professional services.

Christy C. Saunders, Emergency Management Coordinator
Pasquotank-Camden Emergency Management Agency

Attachment: bocminutes_091018 (2173 : BOC Minutes - September 10, 2018)

PROJECT DESCRIPTION**Name or Title of Project**

CAMDEN COUNTY
HAZARD MITIGATION GRANT PROGRAM (HMGP)
MANAGEMENT AND IMPLEMENTATION SERVICES
HURRICANE MATTHEW

Name of Sponsor/Location of Project

Camden County, North Carolina

Professional Services Required

Comprehensive management and implementation services of a professional management firm. These services will be procured by competitive proposals subject to 44CFR13.36, 24CFR85.36, and 2CFR200.

Project Summary

The submitting firm(s) shall provide Camden County with management and implementation services required to manage the grant awards for HMGP acquisition and demolition/reconstruction projects for Hurricane Matthew. These projects are intended to eliminate or significantly reduce future flood risk through the acquisition or demolition/reconstruction of flood-prone residences in the floodplain. The grant award for the demolition/reconstruction and acquisition projects currently total \$1,240,054.00. This is subject to increase pending approval of an additional acquisition grant award. The projects include:

- a. The demolition/reconstruction of two (2) residential structures. The structures will be reconstructed and elevated above the base flood elevation, plus two feet of freeboard as specified by the Camden County Flood Damage Prevention Ordinance. The rebuild will consist of installation of a code-compliant, manufactured home with a square footage not to exceed 10 percent of the original structure. The project will comply with North Carolina and local building code requirements.
- b. The acquisition of five (5) residential properties located within the boundaries of the special flood hazard area. These structures will be demolished, including complete removal of the existing foundations.

The project requires extensive knowledge of Grant Financial Management, Construction Project Management, EEO and Environmental Compliance, Structural Elevation and Retrofitting Guidelines, NC Residential Building Code, Civil Rights Regulations, Labor

Standard Regulations pertaining to federally funded grant projects, National Flood Insurance Program (NFIP) Participation Requirements and Federal Acquisition and Relocation Requirements. Compliance with all federal, state and local laws is also mandated.

Scope of Services

The Scope shall comprise of all necessary services for management and implementation of an Hazard Mitigation Grant Program grant, including land acquisition services through property closings and demolition, and structural elevation as directed using FEMA's current Hazard Mitigation Grant Program Guidance and Hazard Mitigation Grant Program Addendum and the Uniform Relocation Act (URA and project closeout Grant Program). It will also require the ability to collaborate with Camden County leadership and its partners on any of the HMGP projects.

The successful team shall provide all of the necessary planning and project management expertise, including provision of on-site personnel, for the successful implementation and completion of the projects. All on-site structural feasibility analysis and construction inspection will be supervised by the Camden County Inspections Department. However, the management consultant must provide a qualified resident housing inspector to assist the local building inspector with construction inspection and to act as the primary construction management liaison between the local building inspector and the successful team.

The successful team shall provide the Camden County with demolition/reconstruction/acquisition policies and procedures consistent with the approved grant agreements regarding the residential properties in Camden, NC.

Required services may include, but are not limited to, the following.

- a. Develop comprehensive administrative guidelines for the management of all grant funded elevation and acquisition/demolition activity, including the following.
 - Procedures for financial management, construction procurement, construction management and inspection.
 - Coordination of structural engineering and building inspection services.
 - Coordination of NFIP and North Carolina Residential Building Code compliance.
 - Review duplication of benefits procedures.
 - Prepare pre-construction and owner's certification documents.
 - Review structural feasibility procedures.
 - Prepare administrative guidelines and forms/documents for proper management of residential housing activities in accordance with FEMA disaster recovery and hazard mitigation requirements.

- b. Provide Federal and State required civil rights, environmental, labor standards, audit, and general procurement compliance as mandated by the grant agreement(s); executed by Camden County.
- c. Assist Camden County in procuring the professional services of a structural engineering firm, legal firm, appraiser, surveyor, and asbestos inspector. Provide scheduling and coordination of these professional services.
- d. Coordinate with the Camden County Inspections Department and consulting structural engineer during structural feasibility analysis, develop general elevation specifications, and prepare bid documents for elevation.
- e. Assist Camden County in procuring construction services for elevation and demolition to assure compliance with the project schedule and requirements.
- f. Manage the construction bid/award process.
- g. Assist with on-site inspection of all residential construction work as outlined above.
- h. Authorize payment to other consultants and general contractors.
- i. Supervise the cost report process and coordinate project financial management with Camden County's Finance Director/HMPG Designated Agent.
- j. Manage all acquisition and demolition activity in accordance with Uniform Relocation and Real Property Acquisition Policies Act, FEMA requirements, and standard operating procedures established by the North Carolina Division of Emergency Management.
- k. Maintain detailed case files for each unit included in the project, as well as general project compliance and procurement files.
- l. Attend preconstruction conferences with homeowners and contractors; function as the liaison between Camden County and the contractor during construction.
- m. Provide construction contract oversight in coordination with the structural engineer, including the following items.
 - Review of change orders.
 - Issuance of notices to proceed.
 - Review of construction schedule.
 - Regular review of construction quality and cost control procedures.
- n. Attend County Commissioner meetings as required for approval of program guidelines, contract awards, etc.
- o. Function as liaison between Camden County and the North Carolina Division of Emergency Management.

Procurement Criteria

The Proposer shall assign a single Project Manager and one alternate Project Manager, dedicated and available, for the entire duration of the project. The Project Manager may only be replaced upon approval by, or at the request of the County of Camden.

The successful firm(s) must demonstrate a particular knowledge of all applicable policies and procedures, standard operating procedures, interim policy guidance and HMGP compendium provisions for successfully implementing the Hazard Mitigation Grant Program as outlined under "SCOPE OF SERVICES" above, including definition of specific background in the management of FEMA or state-sponsored acquisition and demolition/reconstruction activities. The Program Administrator must be able to coordinate the procurement, work scope and work practices of other professional services, including but not limited to, attorneys, engineers, appraisers, surveyors, and contractors used in the demolition/reconstruction/elevation and acquisitions undertaken by project participants.

The Program Administrator must demonstrate a proven ability to review and make recommendations for permitting necessary for construction/elevation of structures as required by state and local laws.

The Program Administrator must have a demonstrated ability to provide guidance to local government officials and others involved in the decision-making process.

Evaluation Procedure

The following factors will be considered critical in the evaluation of those proposals prepared in response to this announcement (maximum 100 points available):

- 1. Specific Related Experience of Project Team Members 35 points
- 2. Management Plan 20 points
- 3. Performance and Reputation of Participating Firm(s) 20 points
- 4. Team Capacity/Staff Availability/Project Schedule 10 points
- 5. Cost-Effectiveness 15 points

Acceptance of Evaluation Methodology

By submitting its Responses to this RFP, the Proposer accepts the evaluation process and acknowledges and accepts that the determination of the most qualified firm(s) will require subjective judgments by Camden County.

Proposal Contents

1. Name and brief history of firm.
2. Location of offices.
3. Provide a listing of the personnel who would be assigned to the project, including an explanation of the project team's organizational structure and each person's area of responsibility. Resumes for each professional assigned to this project are also required. Please include an organizational chart of the local team.
4. Brief Management Plan
5. Proposer must provide three (3) examples of relevant, similar projects, either currently in progress or having been completed in the past five (5) years containing work demonstrating the skills and abilities of the key team members. Include the name, address, and telephone number of a client contact for each project.
6. Provide summary on Team Capacity/Staff Availability/Project Schedule
7. Cost-Effectiveness (Provide a description of hourly rates, including travel and per diem reimbursement expenses of all key personnel, as well as technical and clerical support staff.)
8. Request for Proposal Submittal Form (Appendix A)

No Reimbursement for Costs

The Proposer acknowledges and accepts that any costs incurred from the Proposer's participation in this RFP shall be at the sole risk and responsibility of the Proposer.

Rejection of RFQ:

Camden County reserves the right to accept or reject any or all submittals as may be deemed necessary by the County to be in its best interest. The County further reserves the right to waive all informalities, and reserves the right to reject all nonconforming, unresponsive, unbalanced or

conditional Submittals. The County reserves the right to reject the Submittal of any Firm if the County believes that it would not be in the best interest of the Project to make an award to that Firm because the Submittal is not responsive or responsible, or the Proposer is unqualified or if doubtful financial ability or fails to meet any other pertinent standard or criteria established by the County. Camden County also reserves the right to enter into contract negotiations with a qualified, responsible, and responsive Firm who submits the best ranked submittal. If the County and the best ranked Firm cannot negotiate a successful contract the County may terminate such negotiations and begin negotiations with the qualified, responsible, and responsive Proposer who submits the next best ranked submittal. No firm shall have any rights against Camden County arising from such negotiations.

No Lobbying

Proposer acknowledges and accepts that from the Date of Issuance of the RFP until a final decision has been made by Camden County, it will not take any action, make any effort or support or engage other on its behalf to take actions or efforts with attempt to influence the decision-making process for this RFP in the favor of the Proposer. This includes direct contact with the County Commissioners, County Manager, County Staff of Camden County and others who may be engaged in the process or grant program. Additionally, the Proposer acknowledges and accepts that it will not attempt to use public communication such as the news media, social media, etc. as a means of attempting to influence the RFP evaluation or decision-making process. Any Proposer violating any of the aforementioned conditions is subject to immediate disqualification for consideration.

Debarment and Suspension

By submitting a proposal, the Proposer certifies that it is not currently debarred nor suspended from submitting proposal for contracts issued by any political subdivision or agency of the State of North Carolina or the Federal government and that it is not a person or entity that is currently debarred or suspended from submitting proposals from contracts issued by any political subdivision or agency of the State of North Carolina or the Federal government. Proposer must be registered at Sam.gov to be eligible.

Equal Employment Opportunities

In connection with these QUALIFICATIONS, the selected firm shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, age, marital status, or disadvantaged person or disabled status, or War Veteran status.

M/WBE Participation

In connection with these QUALIFICATIONS, the selected firm shall certify that their firm or any potential sub-contractors participate in the small and minority businesses and Women Business Enterprise (M/WBE).

Insurance Requirements

If awarded the contract; the Contractor agrees to maintain, on a primary basis and at its sole expense, at all times during the life of the Contract the following applicable coverage's and limits.

- a. Worker's Compensation Insurance as required by North Carolina State law.
- b. Automobile Liability Insurance on any owned, non-owned or rented vehicles with limits of at least \$1,000,000 per occurrence combined single limit bodily injury and property damage.
- c. Commercial General Liability Insurance with a combined single limit of liability of not less than \$1,000,000 for each occurrence of bodily injury and/or property damage and an annual aggregate of liability of not less than \$1,000,000 for bodily injury and/or property damage, and an annual aggregate of liability of not less than \$1,000,000 for Completed Operations and Products Liability.
- d. Additional Insured - Camden County, its officials, employees and volunteers are to be covered as additional insured as respects: liability arising out of activities performed by or on behalf of the Contractor; products and completed operations of the Contractor; premises owned, leased or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to Camden County, its officials, employees or volunteers. The Contractor shall agree to protect, indemnify and hold harmless Camden County, its agents, officers and employees from and against any and all losses resulting directly or indirectly from negligent acts, errors, or omissions of the vendor, or vendor's agents, officers, employees, and subcontractors, in the performance of services under this contract.

The Contractor shall ensure that any subcontractors engaged in work under this project are included as insured's under its policies OR shall furnish separate certificates and endorsements for each subcontractor. All coverage for subcontractors shall be subject to all of the requirements stated herein.

All insurance policies shall be written by insurers licensed and lawfully authorized to underwrite and transact business in the State of North Carolina and must have an A.M. Best rating of not less than A-VII.

Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to:

Camden County Finance Office
P.O. Box 190,
Camden, NC 27921

The insurance requirements outlined shall be maintained in force by the Contractor throughout the term of the contract without lapse, and in no manner should deviate from these requirements.

Appendix A

COUNTY OF CAMDEN
REQUEST FOR PROPOSAL SUBMISSION FORM

HURRICANE MATTHEW
HAZARD MITIGATION GRANT PROGRAM (HMGP)
MANAGEMENT and IMPLEMENTATION SERVICES

COMPANY _____

ADDRESS _____

CONTACT PERSON _____

TELEPHONE NUMBER _____

EMAIL _____

NOTE TO PROPOSERS: SUBMIT ENTIRE SECTION WITH RESPONSE. THIS EXECUTION OF OFFER SUBMITTAL SHALL BE COMPLETED, SIGNED, AND RETURNED WITH THE PROPOSER'S QUALIFICATIONS. FAILURE TO COMPLETE, SIGN AND RETURN THE EXECUTION OF OFFER WITH THE QUALIFICATION MAY RESULT IN REJECTION OF THE QUALIFICATIONS.

SIGNING A FALSE STATEMENT MAY VOID THE SUBMITTED QUALIFICATIONS OR ANY AGREEMENTS OR OTHER CONTRACTUAL ARRANGEMENT, WHICH MAY RESULT FROM THE SUBMISSION OF PROPOSER'S QUALIFICATIONS, AND THE PROPOSER MAY BE REMOVED FROM ALL PROPOSED LISTS. A FALSE CERTIFICATION SHALL BE DEEMED A MATERIAL BREACH OF CONTRACT AND AT THE COUNTY'S OPTION, MAY RESULT IN TERMINATION OF ANY RESULTING CONTRACT.

By signature hereon, Proposer acknowledges and agrees that (1) this RFP is a solicitation for Interest and is not a contract or an offer to contract; (2) the submission of Responses by Proposer in response to this RFP will not create a contract between Camden County and Proposer; (3) Neither the County or the Committee, or any of their representatives, have made a representation or warranty, written or oral, that one or more contracts with the County will be awarded under this RFP; and (4) Proposer shall bear, at its sole risk and responsibility, any cost which arises from Proposer's preparation of a response to this RFP.

By signature hereon, Proposer offers and agrees to furnish to Camden County all the products and/or services more particularly described in its Responses, and to comply with all terms, conditions and requirements set forth in the RFP document and contained herein.

By signature hereon, Proposer affirms that they have not given, nor intends to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant, elected officials, leadership or staff of Camden County, or partner organizations in connection with the submitted Responses.

By signature hereon, the Proposer hereby certifies that neither the Proposer nor the firm, corporation, partnership or Developer represented by the Proposer, or anyone acting for such firm corporation, or institution has violated the antitrust laws of this state or the Federal antitrust laws, nor communicated directly or indirectly the Responses made to any competitor or any other person engaged in such line of business.

By signature hereon, Proposer represents and warrants that:

Proposer is a reputable company regularly engaged in providing products and/or services necessary to meet the terms, conditions and requirements of the RFP;

Proposer has the necessary experience, knowledge, abilities, skills, and resources to satisfactorily perform the terms, conditions and requirements of the RFP;

By signature hereon, Proposer certifies that the individual signing this document and the documents made part of the RFP is authorized to sign such documents on behalf of the company and to bind the company under any agreements or other contractual arrangements, which may result from the submission of the Response.

By signature hereon, Proposer affirms that no compensation has been received for participation in the preparation of the specifications for this RFP.

By signature hereon, Proposer affirms that it has not violated any of the noted No-Lobbying provisions or specifications contained in this RFP.

By signature hereon, Proposer agrees to defend, indemnify, and hold Camden County, the Committee, all of their officers, agents and employees from and against all claims, actions, suits, demands, proceedings, costs, damages, and liabilities, arising out of, connecting with, or resulting from any acts or omissions of Proposer or any agent, employee, subcontractor or supplier or Proposer in the execution or performance of any agreements or other contractual arrangements which may result from the submission of these Responses.

By signature hereon, the selected firm avows they shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, age, marital status, or disadvantaged person or disabled status, or War Veteran status.

By signature hereon, the selected firm certifies that their firm or any potential sub-contractors participates in the small and minority businesses and Women Business Enterprise (M/WBE).

416

417

Attachment: bocminutes_091018 (2173 : BOC Minutes - September 10, 2018)

Submitted and certified this _____ day of _____.

By: _____

Signature Date: _____

Name (Printed): _____

Title: _____

Signature: _____

Motion to approve the Consent Agenda as presented.

RESULT:	PASSED [UNANIMOUS]
MOVER:	Randy Krainiak, Commissioner
AYES:	White, Krainiak, Meiggs
ABSENT:	Riggs, Munro

ITEM 9. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES

The following items were provided to the commissioners for information purposes:

- A. FY 18-19 YTD Finance Report
- B. Register of Deeds Report
- C. Library Report
- D. NC Forest Service Annual Report FY 2017-2018

ITEM 10. COUNTY MANAGER'S REPORT

County Manager Ken Bowman included the following in his report:

- 9/11 Ceremony – Tuesday, September 11, 2018 at 8:30 AM
- Milltown Boat Ramp repair is moving forward.
- Construction at the new wastewater treatment plant will be suspended for a few days in anticipation of Hurricane Florence.
- Success Academy for 3's and 4's is open and serving students.
- Hurricane Florence Update – Camden County will be under a State of Emergency as of Tuesday, September 11, 2018 at 8:00 AM.

ITEM 11. COMMISSIONERS' REPORTS

None.

ADJOURN

With no further matters for discussion Vice Chairman White called for a motion to adjourn the meeting.

Attachment: bocminutes_091018 (2173 : BOC Minutes - September 10, 2018)

453 **Motion to adjourn the meeting of the Board of Commissioners.**

454	RESULT:	PASSED [UNANIMOUS]
455	MOVER:	Garry Meiggs, Commissioner
456	AYES:	White, Krainiak, Meiggs
457	ABSENT:	Riggs, Munro

458
459 Vice Chairman White adjourned the meeting of the Board of Commissioners at 8:42 PM.



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number:	8.3
Meeting Date:	October 01, 2018
Submitted By:	Stephanie Humphries, Finance Director Finance Prepared by: Stephanie Humphries
Item Title	FY 18-19 Budget Amendment
Attachments:	18-19-BA009 Lagoon Liner Engineering (DOC) 18-19-BA010 JCPC PT Salaries (DOC) 18-19-BA011 Recycling Hauls (DOC) 18-19-BA012 SRO Vehicle (DOC) 18-19-BA013 SCVFD Truck Shelter (DOC)
Summary:	BUA 009 Lagoon Liner Engineering BUA 010 JCPC Adj Salary to Travel/Train BUA 011 Solid Waste-Recycling BUA 012 School Resource Officer Vehicle BUA 013 SCVFD Temporary Shelter
Recommendation:	Approve

2018-19-BA009

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, 2019.

Section 1. To amend the General & Water/Sewer Projects Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10399400-439900	Fund Balance	\$6,530	
29330760-434511	County Contribution	\$6,530	
Expenses			
106900-539730	South Camden Water & Sewer	\$6,530	
297500-574421	Wastewater Lagoon	\$6,530	

This Budget Amendment is made to appropriate funds to upgrade Wastewater Lagoon Liner.

This will result in no change to the Contingency of the General Fund.

Balance in Contingency \$40,000.00

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 1st day of October, 2018.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

Attachment: 18-19-BA009 Lagoon Liner Engineering (2182 : FY 18-19 Budget Amendment)

2018-19-BA010

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, 2019.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses			
106200-503000	Part Time Salaries		\$500
106200-514000	Travel	\$500	

This Budget Amendment is made to a salary expense line for unused salaries.

This will result in no change to the Contingency of the General Fund.

Balance in Contingency \$40,000.00

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 1st day of October, 2018.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

Attachment: 18-19-BA010 JCPC PT Salaries (2182 : FY 18-19 Budget Amendment)

2018-19-BA011

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, 2019.

Section 1. To amend the General & Water/Sewer Projects Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10399400-439900	Fund Balance	\$29,250	
Expenses			
105800-545350	Recycling Hauls	\$29,250	

This Budget Amendment is made to appropriate funds increase in costs for Recycling Hauls.

This will result in no change to the Contingency of the General Fund.

Balance in Contingency \$40,000.00

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 1st day of October, 2018.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

Attachment: 18-19-BA011 Recycling Hauls (2182 : FY 18-19 Budget Amendment)

2018-19-BA012

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, 2019.

Section 1. To amend the General & Water/Sewer Projects Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10390400	School System Contribution	\$29,000	
Expenses			
105100-574103	Capital Outlay-Vehicle	\$29,000	

This Budget Amendment is made to appropriate funds for an SRO Vehicle.

This will result in no change to the Contingency of the General Fund.

Balance in Contingency \$40,000.00

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 1st day of October, 2018.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

Attachment: 18-19-BA012 SRO Vehicle (2182 : FY 18-19 Budget Amendment)

2018-19-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, 2019.

Section 1. To amend the SCVFD Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenue			
40330530-402002	Insurance Reimbursement	\$469,079	
Expenses			
405300-599300	Insured Loss Damages	\$413,395	
405300-574000	Capital Outlay	\$ 55,684	

This Budget Amendment is made to appropriate funds for Fire Station damages, repairs and replacement.

This will result in no change to the Contingency of the General Fund.

Balance in Contingency \$40,000.00

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 1st day of October, 2018.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

Attachment: 18-19-BA013 SCVFD Truck Shelter (2182 : FY 18-19 Budget Amendment)



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number:	8.4
Meeting Date:	October 01, 2018
Submitted By:	Lisa Anderson, Tax Administrator Taxes Prepared by: Karen Davis
Item Title	Tax Collection Report
Attachments:	Tax Collection Report (PDF)

Tax Collection Report

AUGUST 2018

[illegible]

Attachment: Tax Collection Report (2170 : Tax Collection Report)

Submitted by: Risa S. Anderson

Date: 9-6-18

Approved by: _____

Date:



**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Consent Agenda

Item Number: 8.5
Meeting Date: October 01, 2018
Submitted By: Terri Smith,
Taxes
Prepared by: Terri Smith

Item Title Refunds Over \$100.00

Attachments: 20180925104212158.pdf (PDF)

Summary: Refunds Over \$100.00 (Non vehicle)

Recommendation: Review and Approve

REFUNDS OVER \$100.00

Refunds to be Issued by Finance Office

CAMDEN COUNTY

Page 1

Refund\$	Remit To:	Reference:	Drawer/Transaction Info:
247.84	ANDERSON DALE 807 W HENLEY STREET OLEAN	2015 R 03-9809-00-24-5173.0000 overpayment on r91963 & r99145	20180924 69 241512
261.00	BRUMSEY & BRUMSEY 2883 CARATOKE HWY CURRITUCK	2018 R 01-7090-00-73-1804.0000 OVRPY-CAREY 01-7090-00-73-1804	20180907 99 240854
126.56	GUTMAN, CALVIN LEE 1 GARDNER POINTE ELIZABETH CITY	2018 P 0000801 overpayment	20180911 1 241100
166.02	LITCHFIELD, WALTER C. 191 THOMAS POINT ROAD SHILOH	2018 R 03-8971-00-12-0876.0000 OVERPAYMENT R114724/2018	20180907 99 240863
270.96	PRINCESS A. BLDG OF CAMDEN LLC 1524 MT PLEASANT RD, FL 1 CHESAPEAKE	2018 R 01-7071-00-85-6254.0000 overpayment	20180924 1 241554
133.23	SYLVESTER, DONTÉ DARRELL 453 NECK RD SHILOH	2014 P 0002488 overpayment	20180911 1 241117
816.01	THAI, QUOC-ANH MD 2606 NW LINEBARGER LN BENTONVILLE	2018 R 02-8923-00-09-5774.0000 paid full amt prior to adjust,	20180917 2 241271
141.10	WILLIAMS, MARY B. 1496 MILL POND ROAD ELIZABETH CITY	2015 R 01-7988-00-14-2111.0000 VALUE CORRECTION PER BOB	20180925 99 241581
124.89	WILLIAMS, MARY B. 1496 MILL POND ROAD ELIZABETH CITY	2014 R 01-7988-00-14-2111.0000 VALUE CORRECTION PER BOB	20180925 99 241582
130.14	WILLIAMS, MARY B. 1496 MILL POND ROAD ELIZABETH CITY	2013 R 01-7988-00-14-2111.0000 VALUE CORRECTION AS PER BOB	20180925 99 241583
2,417.75	Total Refunds		

Submitted by Lisa S. Anderson Date 9-25-18
Lisa S. Anderson, Tax Administrator Camden CountyApproved by _____ Date _____
Clayton D. Riggs, Chairman Camden County Board of Commissioners



Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 8.6

Meeting Date: October 01, 2018

Submitted By: Dan Porter, Planning Director
Planning & Zoning
Prepared by: Karen Davis

Item Title **Set Public Hearing - Unified Development Ordinance**

Attachments: Agenda Summary Sheet Ordinance 2018-09-01
(DOC)
Ordinance No 2018-09-01 Revised UDO (DOCX)

See attached.

Camden County Board of Commissioners AGENDA ITEM SUMMARY SHEET

Item Number:

Meeting Date: **October 1, 2018**
Attachments: **Ordinance 2018-09-01**

Submitted By: **Planning Department**

ITEM TITLE: **Set Public hearing - Ordinance 2018-09-01; Revised Chapters 151 (Unified Development Ordinance) and 152 (Watershed Protection Ordinance) of the Camden County Code of Ordinances**

MOTION MADE BY:

C. Riggs	_____
R. Munro	_____
G. Meiggs	_____
T. White	_____
R. Krainiak	_____
NO MOTION	_____

VOTE:

C. Riggs	_____
R. Munro	_____
G. Meiggs	_____
T. White	_____
R. Krainiak	_____
ABSENT	_____
RECUSED	_____

SUMMARY:

The proposed revised Unified Development Ordinance is the result of a multi-year effort and included multiple stake holder interviews, initial public meetings, work sessions with a review committee, the Planning Board and Board of Commissioners. A draft of the proposed revised UDO is available for public review on the county web site and through the Planning Office. The proposed Unified Development Ordinance contains the revised FEMA Flood Insurance Rate Maps (FIRM) for consideration that will become effective December 21, 2018.

RECOMMENDATION:

Set Public Hearing for November 14, 2018.



Ordinance No. 2018-09-01

An Ordinance Amending Chapter 151, Unified Development Ordinance Of Camden County, North Carolina

WHEREAS, through review and administration of Camden County Code of Ordinances, Chapter 151 Unified Development Ordinance, the Board of Commissioners, Planning Board, and County staff have found erratic, disorganized, and outdated ordinances; and

WHEREAS, in July 2015, Camden County initiated an update and reorganization of the Unified Development Ordinance with Code Wright Planners; and

WHEREAS, the proposed amendment was further reviewed by land use law attorney T.C. Morphis of the Brough Law Firm, PLLC; and

WHEREAS, FEMA has issued revised Flood Insurance Rate Maps for Camden County which will become effective December 21, 2018 to which the new maps and amended flood damage prevention ordinance language shall be incorporated into this amendment; and

WHEREAS, discussion of the ordinance amendment was held as subject of a public meeting of the Camden County Planning Board in May and June 2018, during which interested parties and staff were given opportunity to make comments to the board on the proposed amendment; and

WHEREAS, the public hearing for the Board of Commissioners consideration of the proposed amendments was advertised in the Daily Advance Newspaper on September 14th and 21st, 2018 and the public hearing was in fact held before the Camden County Board of Commissioners on October 1, 2018 during which interested parties and staff were given opportunity to make comments to the Board of Commissioners on the proposed amendment; and

WHEREAS, after calling the hearing to order and having received all comments and documents presented to the Board of Commissioners, the board has determined that it is in the best interest of Camden County that the Adoption Draft of the Unified Development Ordinance (August 27, 2018), as amended by the attached errata sheet be adopted and codified; and

NOW THEREFORE BE IT ORDAINED by the Camden County Board of Commissioners that the amended Chapter 151, Unified Development Ordinance of Camden County, attached hereto and incorporated herein, is adopted and codified in its entirety, replacing and repealing the

previous Chapter 151 Unified Development Ordinance and Chapter 152 Watershed Protection Ordinance of Camden County plus all other ordinances that may be in conflict with the same, including without limitation, the repeal of Chapter 151 of the Camden County Code of Ordinances.

Adopted by the Board of Commissioners for the County of Camden this day of 2018.

County of Camden

Clayton Riggs, Chairman
Camden County Board of Commissioners

ATTEST:

Karen Davis
Clerk to the Board

(SEAL)



**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Information, Reports & Minutes From Other Agencies

Item Number:	9.A
Meeting Date:	October 01, 2018
Submitted By:	Kim Perry, Library Prepared by: Kim Perry
Item Title	Library Report - August 2018
Attachments:	18_08 (DOCX)

Camden County Public Library August 2018 Statistics

Visitor Count	1892
Materials Check Outs & Renewals	3998
Computer/ Wireless Use	898/754
Questions Answered	449
Juvenile Programs/Attendance	11/143
Teen/Tween Programs/Attendance	1/20
Adult Programs/Attendance	5/65
One-on-One Sessions/Attendance	0/0
Meeting Room Usage/Attendance	12/158
Days/Hours Open	28/248
# Items in Collection	16,975
Library Card Holders	3,344

Comparison by Year 2016-2018

