

**Camden County Board of Commissioners**  
**February 1, 2021**  
**6:00 PM – Closed Session**  
**7:00 PM – Regular Meeting**  
**Historic Courtroom - Camden, North Carolina**

**MINUTES**

A Regular Meeting of the Camden County Board of Commissioners was held on February 1, 2021 in the Historic Courtroom, Camden, North Carolina.

**CALL TO ORDER**

The meeting was called to order by Chairman Tom White at 6:00 PM. Also Present: Vice Chairman Ross Munro, Commissioners Clayton Riggs, Randy Krainiak, Tiffney White; County Manager Ken Bowman, and Clerk to the Board Karen Davis.

**CLOSED SESSION**

**Motion to go into Closed Session for the purpose of Contract Negotiations.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Randy Krainiak
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

**Motion to come out of Closed Session.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Ross Munro
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

The Board came out of Closed Session at 6:25 PM and Chairman Tom White recessed the meeting until 7:00 PM.

At 7:00 PM Chairman Tom White reconvened the meeting of the Board of Commissioners and welcomed those in attendance.

**INVOCATION & PLEDGE OF ALLEGIANCE**

Pastor Joe Brock gave the invocation and the Board led in the Pledge of Allegiance.

**ITEM 1. PUBLIC COMMENTS**

None.

**ITEM 2. CONFLICT OF INTEREST DISCLOSURE STATEMENT**

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

**ITEM 3. CONSIDERATION OF THE AGENDA**

**Motion to approve the agenda as presented.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Clayton Riggs
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

**ITEM 4. PRESENTATIONS**

**A. Project Updates – County Manager Ken Bowman**

BOC Meeting  
1 February 2021  
  
Library Update

During the month of January, Boomerang Design continued working on Construction Documents for the new facility and have met with County and Library staff to continue refining space needs.

They also completed bid documents for the early site development package and are only awaiting the NCDOT permit and Local Planning Approval.

M. B. Kahn has publicly advertised the prequalification information to local site development contractors via local newspapers, the County website, and direct outreach.

A virtual, Informational Pre-Bid Session was conducted on January 28, 2021. Once contractors are pre-qualified, they will receive the site development bid documents to begin preparing their bids. M. B. Kahn will begin the prequalification process for the building packages next month (February 2021).

PROJECT MILESTONES: Programming and Planning 100%

- Developed Design Concepts for County and Library
- Conducted Property Due Diligence

PROJECT STATUS REPORT:

- Wetlands Delineation is complete
- Preliminary Geotechnical Investigation is complete
- Early Site Development Design 95%

The Camden County Planning office hosted a Neighborhood Meeting for the Library/Administration Complex site plan at 6:00 PM on Tuesday January 12, 2021 in the Upstairs Courtroom of the Historic Courthouse. A public notice was filed pursuant to Article 151.2.2.3 of the Camden County Code. The Planning department staff and myself were available for the meeting to answer any questions or concerns about the project. We departed the courthouse at approximately 6:45 PM after having no one attend the meeting. Let me remind everyone this is a phased project. This means the infrastructure and site will be developed and prepared for future build out with only the Library being funded and built. The amount to be borrowed is \$3.6M with no tax increase for this project.

Questions

BoC Meeting  
1 February 2021  
  
Progress Report for New High School

- As you'll recall there has been much discussion between the Board of Commissioners and the Board of Education about where and how to reduce the overall cost of the new high school in order to reduce the amount of tax burden placed on the citizens of Camden County and still have a high-quality facility that will accommodate future growth and be sustainable well into the future.
- After much deliberation, using virtual as well as face-to-face meetings, the Team has reviewed the Project for additional reductions. However, based on the previous reductions any further cuts will significantly impact the academic programs at the new High School.
- Additionally, we have reviewed the tax impact submitted by the County's financial advisor, First Tryon, and determined that the first annual payment to USDA would be payable in 2024. Looking at the historical growth in the real property tax base indicates that Camden County will have adequate revenues coupled with the state grant of \$12.3M to fund the project at the previously established budget of \$45,287,400. This will be a long-term investment by the citizens with roughly a .10 cents tax increase over the next 30 years. Based on the scenario that is being used there may be a few lean years the School District will need to tighten their belts due to the lack of general funds available from the county budget. This has already been discussed with the school leadership and they are aware of this.
- In front of you is the first Monthly Progress Report that you'll be receiving from the Design-Build team each month for the new high school.
- The Design-Build team, M. B. Kahn and Moseley Architects, is on track to provide a schematic design this month, February 2021. The team recently met with School District Administration to further refine the educational program needs for the new facility.
- The Surveying and Geo-tech reports are complete on the proposed high school site and the full reports are available upon request. The Design-Build Team is working on the site layout with NCDOT and the School District. Plans are to bid the site grading in late spring or as soon as the necessary permits are in place.
- Staff will be working with the contractor to design a website so progress and updates can be posted on a regular basis. This website should be active in February.
- Questions

Commissioner Riggs clarified that appropriate attention will be given to the traffic patterns to address the significant increase in that area due to the new high school.

**South Camden Water & Sewer District Board of Directors**

Chairman White recessed the meeting of the Board of Commissioners and called to order the South Camden Water & Sewer District Board of Directors Meeting.

Public Comments – None

Consideration of the Agenda

**Motion to approve the agenda as presented.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Tiffany White
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffany White

**New Business**

**A. Monthly Report – David Credle**

**South Camden Water & Sewer Board**

**Monthly Work Order Statistics Report**

Period: December 2020

	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
Water/Distribution	57	57	100%	0
Sewer/Collection	2	2	100%	0

**Locates:**

Water Line: 77

Sewer Line: 6

Water & Sewer, same ticket: 3

Hydrant flow test: 0

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

Water treated at the water treatment plant in December: 14,015,770 gallons.

Daily average water usage for December: 452,122 gallons.

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

SOUTH CAMDEN WATER & SEWER BOARD									
MONTHLY WATER STATISTICS REPORT									
Date	Work Orders Submitted	Percentage Complete	Uncompleted	Water/Distribution	Sewer/Collection	Water Locates	Sewer Locates	Water/Sewer Locate	Hydrant Flow Test
2019									
Dec	80	100%	0%	80	0	106	7	1	0
2020									
Jan	111	100%	0%	110	1	47	8	9	0
Feb	48	100%	0%	47	1	92	6	0	0
March	41	100%	0%	39	2	51	18	4	0
April	51	100%	0%	49	2	89	8	17	0
May	48	100%	0%	46	2	88	15	2	0 flow/15 (painted)
June	71	100%	0%	69	2	55	7	1	0 flow/21(painted)
July	86	100%	0%	82	4	69	6	2	0
August	72	100%	0%	71	1	64	8	1	0 flow/4(painted)
Sept	86	100%	0%	84	2	90	15	0	0 flow/5(painted)
Oct	99	100%	0%	99	0	65	4	3	0 flow/41 painted
Nov	53	100%	0%	53	0	51	2	1	0
Dec	59	100%	0%	57	2	77	6	3	0

Commissioner Krainiak inquired as to the availability of a report indicating daily water usage trends. It was decided that a 12-month report will be provided in the future.

**Motion to approve the monthly report as presented.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Ross Munro
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

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

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Clayton Riggs
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

Chairman Tom White adjourned the South Camden Water & Sewer Board of Directors and reconvened the Board of Commissioners.

**ITEM 5. OLD BUSINESS**

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A. Appeal of Demolition Orders – Ken Bowman

Properties:

- Abode of Camden, Inc. – 1275 NC Hwy 343 South (Shiloh)
- Geraldine Overton – 1330 NC Hwy 343 South (Shiloh)
- Geraldine Overton – 165 & 167 Alder Branch Rd. (Shiloh)

On September 8, 2020 the Board of Commissioners held a hearing to consider resolutions ordering the demolition of dilapidated houses located at the above addresses. Following the hearing the Board of Commissioners asked Mr. Overton to prepare and submit a plan of action by the date of the November Board of Commissioners meeting to bring the houses into compliance with the code or demolish them.

At the November meeting of the Board of Commissioners Mr. Overton stated that he had an investor interested in purchasing some of the houses and will move them off of the property and he is in the process of cleaning up the other properties. The Commission agreed to reconsider the matter at the February 2021 regular meeting.

Mr. Gary Overton addressed the Board and gave an update on each property.

1330 NC Hwy 343 South – Cleaned up the area and prepared it for moving. The interested buyer has been unable to move the house due to the wet weather and also needs to build a road to have access to its placement. The move has been postponed to late winter or early spring.

1275 NC Hwy 343 South – Roof covered; cleaned the lot.

165 & 167 Alder Branch Road – Removed growth from the houses. It has been too wet to move the bus. Building materials have been purchased for improvements.

Commissioner Krainiak expressed concern of the roof of the house located at 165 – that it looked as though it is rotting.

Mr. Overton explained the roof issue is due to the roof not being properly supported when it was originally moved.

Commissioner Krainiak also expressed concern that the roof of the house located at 167 is caving in.

Mr. Overton explained that it is his intent to sell the entire package to an investor. He is doing the best he can while working a fulltime job, 12 hours a day.

Chairman Tom White commented that it had been five months since the appeal began but kept the floor open for discussion.

**Motion to extend the Demolition Orders for another six months and consider at the August meeting.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Ross Munro
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

**ITEM 6. NEW BUSINESS**

A. Tax Report – Lisa Anderson

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

**OUTSTANDING TAX DELINQUENCIES BY YEAR**

<b><u>YEAR</u></b>	<b><u>REAL PROPERTY</u></b>	<b><u>PERSONAL PROPERTY</u></b>
2019	115,512.59	4,554.54
2018	40,664.43	2,054.29
2017	22,679.16	2,217.15
2016	10,532.05	1,430.53
2015	7,363.89	697.90
2014	10,371.76	1,030.08
2013	6,781.98	4,697.01
2012	5,683.74	7,467.73
2011	4,572.09	6,288.19
2010	4,149.58	4,530.18

TOTAL REAL PROPERTY TAX UNCOLLECTED	228,311.27
TOTAL PERSONAL PROPERTY UNCOLLECTED	34,967.60
TEN YEAR PERCENTAGE COLLECTION RATE	99.65%
COLLECTION FOR 2020 vs. 2019	11,218.57 vs. 9,782.59
<b><u>LAST 3 YEARS PERCENTAGE COLLECTION RATE</u></b>	
2019	98.44%
2018	99.43%
2017	99.65%

**EFFORTS AT COLLECTION IN THE LAST 30 DAYS**

ENDING December 2020  
**BY TAX ADMINISTRATOR**

<u>26</u>	NUMBER DELINQUENCY NOTICES SENT
<u>30</u>	FOLLOWUP REQUESTS FOR PAYMENT SENT
<u>2</u>	NUMBER OF WAGE GARNISHMENTS ISSUED
<u>3</u>	NUMBER OF BANK GARNISHMENTS ISSUED
<u>28</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

### 30 Largest Unpaid – Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	7,411.65	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	01-8929-00-34-2503.0000	7,166.08	1	STONEBRIAR COMMERCIAL FINANCE	SOUTH MILLS	
R	02-8934-01-17-4778.0000	5,094.04	1	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	02-8934-01-18-6001.0000	4,506.18	1	LINDA SUB LAMB HINTON	CAMDEN	150 158 US W
R	02-8935-02-66-7093.0000	4,217.52	2	B. P. ETHERIDGE HEIRS	CAMDEN	158 US E
R	03-8899-00-48-2682.0000	3,839.99	10	SEAMARK INC.	SHILOH	HOLLY RD
R	02-8944-00-36-1417.0000	3,816.88	1	ROSA ALICE FEREBEE HEIRS	CAMDEN	165 IVY NECK RD
R	03-8899-00-16-2671.2425	3,592.65	1	SPRING LOTUS LLC	SHILOH	141 EDGEWATER DR
R	02-8944-00-75-7172.0000	3,376.93	1	KIM SAWYER	CAMDEN	110 MILL DAM RD N
R	02-8945-00-41-2060.0000	3,340.32	1	LABELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	02-8934-01-18-8072.0000	3,234.74	1	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	02-8935-01-08-8786.0000	2,940.10	1	LINWOOD GREGORY	CAMDEN	253 SLEEPY HOLLOW RD
R	02-8934-01-29-4617.0000	2,923.24	1	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	02-8943-01-17-4388.0000	2,909.12	1	THOMAS REESE	CAMDEN	301 JAPONICA DR
R	02-8944-00-99-1027.0000	2,805.98	1	WILLIAM K. COLONNA	SOUTH MILLS	256 CULPEPPER RD
R	01-7999-00-62-3898.0000	2,716.91	2	JOHNNIE MERCER HEIRS	CAMDEN	MCKIMMEY RD
R	01-7999-00-62-3898.0000	2,568.65	1	MICHAEL ASKEW	SOUTH MILLS	257 A OLD SWAMP RD
R	03-8962-00-67-1021.0000	2,509.41	3	CECIL BARNARD HEIRS	SHILOH	WICKHAM RD
R	02-8943-01-06-9013.0000	2,459.32	1	JEWEL H. DAVENPORT	CAMDEN	WINDY HEIGHTS DR
R	03-8962-00-05-0472.0000	2,335.19	1	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	03-8962-00-54-5080.0000	2,278.67	2	LORENZO MERCER	SHILOH	435 NECK RD
R	02-8934-01-29-4776.5853	2,234.11	1	C. RUSSELL HASTINGS JR.	CAMDEN	110 158 US W
R	03-8943-02-75-4196.0000	2,142.76	1	SHERRILL W. PRICE JR	SHILOH	115 COOKS LANDING RD
R	03-8945-00-37-4242.0000	2,099.04	2	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	01-8907-00-08-4393.0000	2,047.13	2	CARLTON WOOLARD	SOUTH MILLS	1010 343 HWY N
R	01-7080-00-62-1977.0000	2,034.38	10	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-8952-00-95-8737.0000	2,032.30	2	AUDREY TILLET	SHILOH	171 NECK RD
R	03-8953-00-38-5803.0000	2,005.81	1	ROLAND ROGER SAWYER	SHILOH	142 PERKINS RD
R	03-8943-04-93-8214.0000	1,987.78	10	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	02-8916-00-39-8170.0000	1,954.48	1	DONALD RAY JONES	CAMDEN	670 343 HWY N

### 30 Oldest Unpaid – Real

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	7,411.65	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8899-00-45-2682.0000	10	3,839.99	SEAMARK INC.	SHILOH	HOLLY RD
R	01-7080-00-62-1977.0000	10	2,034.38	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-8952-00-95-8737.0000	10	2,032.30	AUDREY TILLET	SHILOH	171 NECK RD
R	03-8943-04-93-8214.0000	10	1,987.78	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7989-00-91-0179.0001	10	1,929.64	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	01-7999-00-12-8596.0000	10	1,856.74	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7989-04-60-1568.0000	10	1,787.55	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7989-04-60-1954.0000	10	945.00	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	922.16	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	01-7090-00-60-5052.0000	10	777.91	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	02-8936-00-24-7426.0000	10	670.53	BERNICE PUGH	CAMDEN	113 BOUREON ST
R	03-9809-00-24-6322.0000	10	636.33	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	02-8955-00-13-7846.0000	10	583.82	MARIE MERCER	CAMDEN	171 NECK RD
R	03-8980-00-61-1968.0000	10	313.93	WILLIAMSBURG VACATION	CAMDEN	IVY NECK RD
R	03-8980-00-84-0931.0000	10	253.12	JOHN F. SAWYER HEIRS	SOUTH MILLS	CAMDEN POINT RD
R	03-8980-00-45-1097.0000	10	252.86	CARL TEUSCHER	SHILOH	OLD SWAMP RD
R	03-8899-00-37-0046.0000	10	201.43	MICHAEL OBER	SHILOH	218 BROAD CREEK RD
R	03-8962-00-04-9097.0000	9	152.13	ELIZABETH LONG	SHILOH	CENTERPOINT RD
R	03-8962-00-04-9097.0000	9	138.72	TODD ALLEN RIGGS	SHILOH	HIBISCUS
R	03-8990-00-64-8379.0000	9	2,509.41	CECIL BARNARD HEIRS	SHILOH	LITTLE CREEK RD
R	02-8935-01-07-0916.0000	9	1,088.57	CHRISTOPHER FROST-JOHNSON	SHILOH	NECK RD
R	01-7989-04-90-0938.0000	9	846.93	ROSETTA MERCER INGRAM	SHILOH	LITTLE CREEK RD
R	03-8962-00-60-7648.0000	9	623.75	DORIS EASON	CAMDEN	227 SLEEPY HOLLOW RD
R	03-8962-00-37-4242.0000	8	281.11	FRANK WRIGHT ETAL	SOUTH MILLS	1352 343 HWY N
R	01-7091-00-64-6569.0000	8	2,099.04	DORA EVANS FORBES	SHILOH	WICKHAM RD
R	03-8962-00-55-5300.0000	8	1,385.62	CLARENCE D. TURNER JR.	SOUTH MILLS	352 SANDY HOOK RD
R	03-8899-00-36-1568.0000	8	427.31	OCTAVIA COPELAND HEIRS	SHILOH	STINGY LN
R	03-8899-00-36-1568.0000	8	400.52	PETER BUTSAVAGE	SHILOH	457 NECK RD
R	03-9809-00-66-0120.0000	8	286.40	RANDELL CRIDER	SHILOH	HIBISCUS RD

### 30 Largest Unpaid – Personal

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001709	1,934.38	10	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0000295	792.09	1	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0001104	673.59	3	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0001046	663.65	8	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001538	653.15	10	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0000738	628.22	9	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001072	569.40	10	PAM BUNDY	SHILOH	105 AARON DR
P	0000297	517.95	3	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0001827	483.28	8	KAREN BUNDY	CAMDEN	431 158 US W
P	0001681	414.72	8	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001230	411.11	8	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0000846	300.72	1	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0001694	288.99	8	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0002194	285.59	2	AARON MICHAEL WHITE	SHILOH	849 SANDY HOOK RD S
P	0001106	242.94	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0002525	239.04	1	JOSEPH VINCENT CARDYN	SHILOH	260 ONE MILL RD
P	0001952	238.91	8	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0001976	205.03	2	ANA ALICIA MARTINEZ LOPEZ	SHILOH	110 AARON DR
P	0002442	200.37	3	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0001408	193.32	2	SHELLY MARIE AMMON	SOUTH MILLS	612 MAIN STREET
P	0001693	161.46	10	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001899	148.83	1	DONALD SIMMONS PORTER JR	CAMDEN	163 SANDHILLS RD
P	0000945	145.18	2	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0001150	136.45	3	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0003405	126.72	1	JOHN R BARKER	SHILOH	108 SASSAFRAS LN
P	0001689	125.28	3	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
P	0001639	123.29	6	CAREY FARMS, INCORPORATED	SOUTH MILLS	202 SHARON CHURCH
P	0000385	121.17	4	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND
P	0002921	120.68	4	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0003559	116.07	1	BENNY FARRELL TUCKER	ELIZABETH CITY	152 158 US W

30 Oldest Unpaid – Personal

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P	0001709	10	1,934.38	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0001046	10	663.65	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001538	10	653.15	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0000738	10	618.22	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001072	10	569.40	PAM BUNDY	SHILOH	105 AARON DR
P	0001827	10	483.28	KAREN BUNDY	CAMDEN	431 158 US W
P	0001106	10	242.94	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001693	10	161.46	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001639	9	123.29	CAREY FARMS, INCORPORATED	SOUTH MILLS	202 SHARON CHURCH
P	0001681	8	414.72	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001230	8	411.11	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001694	8	288.99	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	8	238.91	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0000295	4	792.09	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000385	4	121.17	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND
P	0002921	4	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0000770	4	108.00	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
P	0001104	3	673.59	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0000297	3	517.95	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0000846	3	300.72	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0001976	3	205.03	ANA ALICIA MARTINEZ LOPEZ	SHILOH	110 AARON DR
P	0002442	3	200.37	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0001408	3	193.32	SHELLY MARIE AMMON	SOUTH MILLS	612 MAIN STREET
P	0000945	3	145.18	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0001150	3	136.45	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0001689	3	125.28	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
P	0002468	3	106.72	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
P	0002194	2	285.59	AARON MICHAEL WHITE	SHILOH	849 SANDY HOOK RD S
P	0002902	2	110.28	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0002525	1	239.04	JOSEPH VINCENT CARDYN	SHILOH	260 ONE MILL RD

**Motion to approve the tax report as presented.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Ross Munro
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

B. 2023 Revaluation

Tax Administrator Lisa Anderson requested that the Board select Pearson’s Appraisal Service, Inc. to conduct the 2023 revaluation due to his qualifications and prior experience working with the County.

**Motion to approve the selection of Pearson’s Appraisal Service, Inc. to conduct the 2023 revaluation.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Clayton Riggs
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

C. Intense Appraisal Review

Tax Administrator Lisa Anderson requested that the 2023 Revaluation be conducted using the Intense Appraisal Review process.

**Motion to approve the Intense Appraisal Review process as presented by the Tax Administrator.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Clayton Riggs
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

D. Stormwater Review Engineer – Ken Bowman

The County’s Stormwater Engineer is currently on leave and is unable to provide services to the County for the foreseeable future. A Request for Qualifications was advertised and direct mailed to at least ten consulting engineers to provide this important element of the County approval process. Three responses were received and two firms were interviewed. The funding for these review services are paid for by applicants with an escrow deposit at

the time of application. At the completion of the interviews, staff made the recommendation to sign a professional services contract with McAdams Engineering to provide this service.

**Motion to sign a professional services contract with McAdams Engineering.**

**RESULT:** PASSED [5-0]  
**MOVER:** Clayton Riggs  
**AYES:** Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

**E. High Project Reimbursement Resolution – Ken Bowman**

The Reimbursement Resolution is prepared to allow the County to reimburse itself for expenditures prior to Financing approval. It is in the best interest of the County to advance monies from its current funds to pay certain costs of the Project until the Bonds are issued.

**Motion to adopt the Resolution of the County of Camden, North Carolina, declaring its official intent to reimburse expenditures under United States Department of Treasury Regulations.**

**RESULT:** PASSED [5-0]  
**MOVER:** Ross Munro  
**AYES:** Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

The Board of Commissioners for the County of Camden, North Carolina met in a regular meeting at the Upstairs Historic Courtroom located at 117 North 343 in Camden, North Carolina, at 7:00 p.m. on February 1, 2021.

Present: Chair Tom White, presiding; Vice Chairman Ross Munro and  
Commissioners Clayton Riggs, Randy Krainiak and Tiffney White  
Absent: None

Also present: County Manager Ken Bowman and Clerk to the Board Karen Davis

\* \* \* \* \*

Ken Bowman introduced the following resolution the title of which was read and a copy of which had been previously distributed to each Commissioner:

**RESOLUTION OF THE COUNTY OF CAMDEN, NORTH CAROLINA  
DECLARING ITS OFFICIAL INTENT TO REIMBURSE EXPENDITURES  
UNDER UNITED STATES DEPARTMENT OF TREASURY REGULATIONS**

BE IT RESOLVED, by the Board of Commissioners (the "Board") for the County of Camden, North Carolina (the "County") as follows:

Section 1. The Board hereby finds, determines and declares the following:

(a) Section 1.150-2 of the Treasury Regulations (the "Regulations") prescribes specific procedures which will be applicable to certain bonds or notes issued by or on behalf of the County including, without limitation, a requirement that the County declare its official intent to reimburse certain expenditures with proceeds of debt to be incurred by the County prior to, or within sixty (60) days of, payment of the expenditures to be reimbursed.

(b) The County intends to advance its own funds in order to pay certain capital costs (the "Original Expenditures") relating to the acquisition, construction, expansion and renovation of school buildings and other school facilities in the County, and the acquisition of related land (the "Project").

(c) The County reasonably expects to reimburse itself for the Original Expenditures from the proceeds of debt to be incurred by the County.

(d) \$33,000,000 is the maximum principal amount of debt expected to be incurred for the purpose of paying the costs of the Project.

(e) This declaration of official intent is made pursuant to Section 1.150-2 of the Treasury Regulations to expressly declare the official intent of the County to reimburse itself from the proceeds of debt to be hereinafter incurred by the County for certain expenditures paid by the County on or after the date which is sixty (60) days prior to the date hereof.

(f) The funds heretofore advanced or to be advanced by the County to pay the Original Expenditures are or will be available only on a temporary basis, and do not consist of funds that were otherwise earmarked or intended to be used by the County to permanently finance the Original Expenditures.

(g) All Original Expenditures to be reimbursed by the County were paid no more than sixty (60) days prior to, or will be paid on or after the date of, this declaration of official intent, except with respect to certain amounts incurred before such 60-day period not exceeding 20% of the issue price of the proceeds of the debt to be hereinafter incurred which are expended for "preliminary expenditures" within the meaning of Section 1.150-2 of the Treasury Regulations (the "Preliminary Expenditures"). The County understands that, except for the Preliminary Expenditures, such reimbursement must occur not later than eighteen (18) months after the later of (a) the date the Original Expenditures were paid and (b) the date the Project is placed in service or abandoned, but in no event more than three (3) years after the Original Expenditures were paid.

Section 2. This resolution shall take effect upon its adoption.

Upon motion of Vice Chairman Ross Munro, the foregoing resolution entitled "RESOLUTION OF THE COUNTY OF CAMDEN, NORTH CAROLINA DECLARING ITS OFFICIAL INTENT TO REIMBURSE EXPENDITURES UNDER UNITED STATES DEPARTMENT OF TREASURY REGULATIONS" was adopted by the following vote:

Ayes: Chairman Tom White, Vice Chairman Ross Munro, Commissioners Clayton Riggs, Randy Krainiak and Tiffney White  
Noes: None

\* \* \* \* \*

I, Karen M. Davis, Clerk to the Board of Commissioners for the County of Camden, North Carolina, DO HEREBY CERTIFY that the foregoing is a true copy of so much of the proceedings of said Board of Commissioners for said County at a regular meeting held on February 1, 2021, as relates in any way to the introduction and adoption of the foregoing resolution and that said proceedings are recorded in the minutes of said Board of Commissioners.

I DO HEREBY FURTHER CERTIFY that proper notice of such regular meeting was given as required by North Carolina law.

WITNESS my hand and the official seal of said County this 1<sup>st</sup> day of February, 2021.



Karen M. Davis  
Clerk to the Board of Commissioners

2

**ITEM 7. BOARD APPOINTMENTS**

**A. Camden Economic Development Commission**

**Motion to reappoint Will Meiggs to the Camden Economic Development Commission for an additional term.**

**RESULT:** PASSED [5-0]  
**MOVER:** Clayton Riggs  
**AYES:** Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

**ITEM 8. CONSENT AGENDA**

- A. BOC Meeting Minutes – November 2, 2020
- B. BOC Meeting Minutes – January 4, 2021
- C. Budget Amendments

2020-21-BA018  
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, 2021.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10390510-433500	Miscellaneous Revenues	\$3,299.20	
<b>Expenses</b>			
105110-533100	Safety Grant	\$3,299.20	

This Budget Amendment is made to appropriate additional monies through expenses that the Sheriff received through grant funding opportunities.

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 1<sup>st</sup> day of February, 2021.

*Karen M. Davis* Clerk to Board of Commissioners  
*Tom White* Chairman, Board of Commissioners



2020-21-BA019  
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, 2021.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10330621-434898	Grant Revenues	\$1,942.50	
<b>Expenses</b>			
106210-533000	Supplies	\$1,942.50	

This Budget Amendment is made to appropriate additional monies through expenses that the Senior Center received through grant funding opportunities.

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 1<sup>st</sup> day of February, 2021.

*Karen M. Davis* Clerk to Board of Commissioners  
*Tom White* Chairman, Board of Commissioners



**D. School Budget Amendments**

Budget Amendment  
Camden County Schools Administrative Unit  
State Public School Fund

The Camden County Board of Education at a meeting on the 14<sup>th</sup> day of January 2021 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2021.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	92.00	
5200	Special Instructional Programs		40,446.00
5300	Alternative Programs		5,478.00
5400	School Leadership		.50
5800	School-Based Support Services	75,328.00	
6500	Operational Support Services		16.00
7200	Nutrition Services		29,480.00

Explanation:

Total Appropriation in Current Budget	\$ 15,998,644.37
Amount of Increase/Decrease of Above Amendment	.50
Total Appropriation in Current Amended Budget	\$ 15,998,644.87

Passed by majority vote of the Board of Education of Camden County on the 14<sup>th</sup> day of January 2021.

*Charles Abbott* Chairman, Board of Education  
*Jay Jewell* Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 1<sup>st</sup> day of February, 2021.

*Tom White* Chairman, Board of County Commissioners  
*Karen M. Davis* Clerk, Board of County Commissioners



Budget Amendment  
Camden County Schools Administrative Unit  
State Public School Fund

The Camden County Board of Education at a meeting on the 14<sup>th</sup> day of January 2021 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2021.

Code Number	Description of Code	Amount	
		Increase	Decrease
5200	Special Instructional Programs		20,417.00
5800	School-Based Support Services		7048.00
6400	Technology Support Services		.99
6500	Operational Support Services		120,496.00

Explanation:

Total Appropriation in Current Budget	\$ 15,850,682.38
Amount of Increase/Decrease of Above Amendment	+ 147,961.99
Total Appropriation in Current Amended Budget	\$ 15,998,644.37

Passed by majority vote of the Board of Education of Camden County on the 14<sup>th</sup> day of January 2021.

*Charles Abbott* Chairman, Board of Education  
*Jay Jewell* Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 1<sup>st</sup> day of February, 2021.

*Tom White* Chairman, Board of County Commissioners  
*Karen M. Davis* Clerk, Board of County Commissioners



Budget Amendment  
Camden County Schools Administrative Unit  
Capital Outlay Fund

The Camden County Board of Education at a meeting on the 14<sup>th</sup> day of January, 2021, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2021.

Code Number	Description of Code	Amount	
		Increase	Decrease
6550	Category III Projects	24,228.00	

Explanation:

Total Appropriation in Current Budget	\$ 562,790.00
Amount of Increase / (Decrease) of Above Amendment	+ 24,228.00
Total Appropriation in Current Amended Budget	\$ 587,018.00

Passed by majority vote of the Board of Education of Camden County Schools on the 14<sup>th</sup> day of January 2021.

*Chris Alford*  
Chairman, Board of Education

*Jan Paul*  
Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes in the minutes of said Board, this 1<sup>st</sup> day of February, 2021.

*Tom White*  
Chairman, Board of County Commissioners

*Karen M. Davis*  
Clerk, Board of County Commissioners



Budget Amendment  
Camden County Schools Administrative Unit  
Capital Outlay Fund

The Camden County Board of Education at a meeting on the 14<sup>th</sup> day of January, 2021, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2021.

Code Number	Description of Code	Amount	
		Increase	Decrease
9100	Category I Projects	4,270.00	

Explanation:

Total Appropriation in Current Budget	\$ 587,018.00
Amount of Increase / (Decrease) of Above Amendment	+ 4,270.00
Total Appropriation in Current Amended Budget	\$ 591,288.00

Passed by majority vote of the Board of Education of Camden County Schools on the 14<sup>th</sup> day of January 2021.

*Chris Alford*  
Chairman, Board of Education

*Jan Paul*  
Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes in the minutes of said Board, this 1<sup>st</sup> day of February, 2021.

*Tom White*  
Chairman, Board of County Commissioners

*Karen M. Davis*  
Clerk, Board of County Commissioners



### E. Tax Collection Report

**Tax Collection Report**  
**DECEMBER 2020**

Day	Amount	Amount	Name of Account	Deposits	Internet
	\$	\$		\$	\$
1	29,480.23			29,480.23	
2	167,864.62		Refund - \$538.68	167,864.62	
	29,476.99		Refund - \$251.36	29,476.99	
3	28,909.55		Refund - \$1.00	28,909.55	
4	32,158.75			32,158.75	
7	27,877.81			27,877.81	
	50,909.39		Refund - \$0.02	50,909.39	
8	37,042.21			37,042.21	
9	69,207.85			69,207.85	
10	54,352.50			54,352.50	
11	70,662.94		Refund - \$0.75	70,662.94	
14	57,996.77		Refund - \$10.00	57,996.77	
15	80,645.96		Refund - \$3.00	80,645.96	
16	35,650.30		Refund - \$0.17	35,650.30	
17	37,556.67		Refund - \$0.17	37,556.67	
18	22,421.73		Refund - \$5.65		22,421.73
	45,192.42			45,192.42	
21	109,115.05		Refund - \$548.45	109,115.05	
22	43,029.91		Refund - \$16.70	43,029.91	
23	65,094.12		Refund - \$151.86	65,094.12	
29	92,741.75		Refund - \$2,376.90	92,741.75	
	282,512.43		Refund - \$0.01	282,512.43	
30	41,933.81		Refund - \$22.01	41,933.81	
	169,874.62		Refund - \$9.07	169,874.62	
31	56,913.96		Refund - \$54.82	56,913.96	
	137,155.68		Refund - \$15.36	137,155.68	
	32,675.74		Refund - \$82.17		32,675.74
	10,224.75			10,224.75	
			Note: \$81.52 payment on 12/24/2020 by T. Collins was already paid on 1/19/2020 to be refunded.		
	\$1,918,718.51	\$ -		\$1,863,621.04	\$5,097.47
<b>Total Deposits and PSN</b>	<b>\$1,918,718.51</b>			<b>\$1,918,718.51</b>	
			PSN Check fees - \$ 34.00 - for info only, fees were paid to PSN		
	\$ (4,096.98)	Refund			
	\$ -	Over			
	\$ -	Shortage			
<b>Grand Total</b>	<b>\$ -</b>	Adjustment			
	\$1,914,621.53				

Submitted by: *Don S. Anderson* Date: 1-8-2021

Approved by: *Tom White* Date: 2-3-21

## F. DMV Monthly Report

STATE OF NORTH CAROLINA  
 COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County March Renewals Due 4/15/21

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
32,074.67	29,297.58	18,052.33	79,424.58

Witness my hand and official seal this 3rd day of February 2021



Karen M. Davis  
 Chairman, Camden County Board of Commissioners  
 Clerk

Tom White  
 Clerk to the Board of Commissioners of Camden County  
 Chairman

This is to certify that I have received the tax receipts and duplicates for collection in the amounts as listed herein.

Lisa S. Anderson  
 Tax Administrator of Camden County

## G. Refunds over \$100

ACS Tax System  
 1/21/21 12:50:24

REFUNDS OVER \$100.00  
 Refunds to be Issued by Finance Office

CAMDEN COUNTY Page 1

Refund\$	Remit To:	Reference:	Drawer/Transaction Info:
1,377.35	CHIN, MUI 130 BRIGHTWATER DR #7 CLEARWATER BEACH FL 33767	2020 R 02-8923-00-19-0795.0000 OVERPAYMENT R130663/2020	20210104 2 258168
4,294.15	CORELOGIC CENTRALIZED REFUND POB 9202 COPELL TX 750199760	R123651,125246,124118,125465, OVERPAYMENT (127285) FOR 2020	20210119 2 258680
1,967.60	CORELOGIC CENTRALIZED REFUNDS PO BOX 9202 COPELL TX 75019-976	2020 R 01-7080-00-18-2105.0000 OVERPAYMENT	20210119 2 258656
1,756.75	CORELOGIC CENTRALIZED REFUNDS POB 9202 SOUTH MILLS NC 27976	2020 R 01-7080-00-86-7331.0000	20210119 2 258690
7,028.35	CORELOGIC CENTRALIZED REFUNDS POB BOX 9202 COPELL TX 750199760	R-124827,125040,124776,126988 R-128288,127879,129840,129361	20210120 2 258693
147.96	LINDSAY RUSSELL 831 NORTH 343 CAMDEN NC 27921	2020 R 02-8935-02-96-7774.0000 overpayment-R-127266-2020	20201223 1 257518
2,376.90	SEABOARD DEVELOPMENT ALLIANCE 2875 FORGE RD TOWNS VA 23168	2020 R 03-8965-00-35-3619.0000 R130182,R130181,R130184 PAID	20201229 2 257591
159.97	SHUNAN, FRANK/AMY ADKINS 112 HAYLAND COURT SOUTH MILLS NC 27976	2020 R 01-7998-00-89-2328.0000 OVERPAYMENT - R-125456-2020	20210106 1 258421
19,109.03	Total Refunds		***

Submitted by Lisa S. Anderson Date 1-21-2021  
 Lisa S. Anderson, Tax Administrator Camden County

Approved by Tom White Date 2-3-21  
 G. Tom White, Chairman Camden County Board of Commissioners

H. Vehicle Refunds Over \$100

REFUNDS OVER \$100.00

North Carolina Vehicle Tax System

NCVTS Pending Refund report

DEC. 2020 REFUNDS OVER \$100.00

Plate No.	Plate Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate #/Year	Status	Transaction #	Refund Description	Refund Reason	Orig. Date	Authorization Date	Tax Judgment	Levy Type	Change	Interest	Total
1843	BAKER, WAYNE EVERETTE	WRIGHT, SARA MARYSUE	227 SAWYERS CREEK RD		CAMDEN, NC 27821	Proration	0053897747	FCB1173	AUTHORIZED	137289234	Refund Generated due to proration on Bill #0005897747-2018-2019-0000-00	Tag Surrender	12/21/2020	12/23/2020 10:27:07 AM	1843	Tax	(\$171.44)	\$0.00	(\$171.44)
1843	GRAY, DOMING ANTONIO	GRAY, DOMING ANTONIO	123 CULPEPPER RD		SOUTH HILLS, NC 27978	Proration	0038421558	BKV7819	AUTHORIZED	137703862	Refund Generated due to proration on Bill #00038421558-2020-2020-0000-00	Tag Surrender	12/31/2020	1/4/2021 12:45:44 PM	1843	Tax	(\$140.14)	\$0.00	(\$140.14)
1843	WALLACE, KENNETH WAYNE	WALLACE, MARY ELIZABETH ANNE	136 S TROTSMAN RD		CAMDEN, NC 27821	Proration	0057746104	RKD3955	AUTHORIZED	137436600	Refund Generated due to proration on Bill #0057746104-2020-2020-0000-00	Tag Surrender	12/23/2020	12/23/2020 10:11:19 AM	1843	Tax	(\$161.87)	\$0.00	(\$161.87)
1843	WARD, SANDRA HOUPE	WARD, SANDRA HOUPE	151 CALDEN CSWY		ELIZABETH CITY, NC 27908	Adjudgment > \$100	0057613529	HC36437	AUTHORIZED	275535990	Refund Generated due to adjustment on Bill #0057613529-2020-2020-0000-00	Situs error	12/31/2020	1/4/2021 12:45:54 PM	1843	Tax	\$0.00	\$0.00	\$0.00
1004															1004	Vehicle Fee	(\$15.00)	\$0.00	(\$15.00)
1843															1843	Tax	\$2.99	\$0.00	\$2.99
																			\$201.48

Submitted by Lisa S. Anderson Date 1-5-2021  
 Lisa S. Anderson, Tax Administrator Camden County

Approved by G. Tom White Date 2-1-2021  
 G. Tom White, Chairman Camden County Board of Commissioners

I. Pickups, Releases & Refunds

NAME	REASON	NO.
Kenneth Wayne Wallace	Turned in plates	Pick-up/21505
	\$164.05	57746104
Sandra Houpe Ward	Situs error	Pick-up/21509
	\$201.48	57613529
Dominic Antonio Gray	Turned in plates	Pick-up/21645
	\$142.04	38431958
Troy Austin Smith	Turned in plates	Pick-up/21518
	\$151.67	57995099
Courtney Blair Chesson	Roll back taxes	Pick-up/21520
	\$1,235.60	R-111618-2018
		R-118968-2019
		R-126368-2020
Stanley Earl Ward	Turned in plates	Pick-up/21528
	\$167.30	57208360
Keith Marcellas Jones	Turned in plates	Pick-up/21529
	\$232.28	57362989
William Clayton Bayes	Military exempt - Refund	Pick-up/21530
	\$115.57	58697924

J. Surplus Property Requests

Department	Item	Disposal Method	Suggested Value	Reason for Surplus
Dismal Swamp Welcome Center	HP Color Laser Jet Printer	GovDeals	\$10	Broken
Finance	HP LaserJet 4250 and 4200	GovDeals	\$10	Not working properly
Sheriff	2015 Dodge Charger	GovDeals	\$500	High mileage; engine and transmission issues

K. FY 2021-2022 Annual Budget & CIP Calendar

CAMDEN COUNTY FISCAL YEAR 2021-2022 ANNUAL BUDGET & CIP CALENDAR		
DATE	PROCEDURE	ACTION BY
February 26	Budget Officer & Finance Officer meet to discuss this year's priorities	County Manager Finance Officer
March 4	Board of Commissioner's Retreat to discuss this year's priorities	Budget & Finance Officer Bd. Of Commissioners
March 5	Budget Workbooks Available for Department Heads and County Agencies to pickup	County Manager Finance Officer
March 12	All 2022 2026 Capital Improvement Plan (CIP) requests are due to County Manager's Office	Department Heads Bd. Of Education
March 16-19	Meet with Departments as requested by Department Heads or County Manager	County Manager Department Heads
March 26	Deadline to submit New Position Requests and Other Position Changes for FY21-22 to Personnel Office	Department Heads
March 26	All Final Budget Requests from County Departments due to County Manager's Office by 5:00 P.M. (G.S. 159-10)	Department Heads
March 30	All Final Budget Requests from Fire Districts and Non-County Organizations due to County Manager's office by 5:00 P.M. (G.S. 159-10)	Fire Districts & Non-County Organizations
April 1	Budget, Finance & CIP Work Session, 1:00 P.M. (Library)	County Manager Bd of Commissioners Tax Administrator
April 1	Estimated Tax Valuation Due	Tax Administrator
April 7	Revenue Estimates Due	Finance Officer
April 20	Camden County Board of Education's Final Proposed Budget due to County Manager	School Board
April 20	Compile Budget Requests & deliver to County Manager	Finance Officer
April 20-21	Review and Analyze Budget Requests	County Manager

CAMDEN COUNTY FISCAL YEAR 2021-2022 ANNUAL BUDGET & CIP CALENDAR		
DATE	PROCEDURE	ACTION BY
April 23	Budget Meeting, 10:00 AM Manager's Office	County Manager Finance Officer
April 29	Budget Work Session (Library, 2:00 pm)	Board of County Commissioners
April 29-30	Review Budget Requests with Department Heads as requested by Budget Officer	County Manager Finance Officer
May 3	Set Public Hearing on Budget (G.S. 159-12(A)) & Public Hearing on CIP (Not statutorily required)	Clerk to Board
May 3-7	Compile Budget Document & Budget Message for presentation to Commissioners	County Manager Finance Officer
May 7	Budget & CIP Available to BOC/Public Advertise Budget & CIP available to Public: (Publication date: May 17)	County Manager Clerk to Board
May 13	Budget Work Session (Library, 6:00 pm)	Board of County Commissioners
June 7	Public hearing(s) on FY 21-22 Budget (& CIP) (Courtroom, 7pm)	Board of County Commissioners
June 7	Consideration of Budget Ordinance (G.S. 159-13(A)) & Consideration of CIP (Courtroom, 7pm)	Board of County Commissioners
June 14	Adoption of Budget Ordinance & Adoption of CIP if not approved June 7 (Courtroom, 7pm)	Board of County Commissioners
June 21	Special Meeting to adopt budget if needed	Board of County Commissioners
June 25	File Copies of Adopted Budget with County Finance Officer and Clerk (G.S. 159-13(d))	Budget Officer

L. 2020-2021 DPI Facility Needs Survey

2020-21 DPI Facility Needs Survey  
Camden County Schools Long Range Plan

**Administrative Unit: Camden County Schools (Unit 150)**

**I. Certification of Board of Education**

The Camden County Schools Board of Education hereby submits its Facility Needs Survey dated 1/7/2021 listing all improvements and additional facilities needed to accommodate projected enrollments through the 2020-21 school year and improvements to existing facilities to provide safe, comfortable environments that support the educational programs.

We do hereby certify that the needs identified herein are a true representation of our situation. Alternatives were considered and this plan provides the best balance between cost and benefit to our students. We understand that costs have been standardized to statewide averages to provide uniform comparisons.

\_\_\_\_\_, Chairman      1/14/21 Date  
 \_\_\_\_\_, Secretary, Ex-officio      1-11-21 Date

**2. Certification of Board of County Commissioners**

The Camden County Board of Commissioners has received and reviewed a copy of this survey prior to submission to the State Board of Education. This does not necessarily constitute endorsement or commitment to fund the Facility Needs Survey.

\_\_\_\_\_, Chairman      2-3-21 Date  
 \_\_\_\_\_, County Manager or Clerk      2-3-21 Date

2020-21 DPI Facility Needs Survey												Capacity Summary 0 to 5 Years			
Camden County Schools												Capacity Summary & Plan (0 to 5 years)			
UNIT: 150	ADM 2019-20	Current Capacity						Teach Station	Needs	Planned Capacity (future)					
		Pre-K	K-5	Middle	High	K-12	Mobile			Pre-K	K-5	Middle	High	K-12	
150/304/Camden County High	411	0	0	0	411	411	0	0	New School	0	0	0	800	800	
150/308/Grandy Primary	539	0	539	0	0	539	0	0	None Needed	0	0	0	0	0	
150/310/Camden Intermediate	396	0	277	138	0	415	0	0	None Needed	0	0	0	0	0	
150/312/Camden Middle	323	0	0	306	0	306	0	0	None Needed	0	0	0	0	0	
150/350/Camden Early College	175	0	0	0	175	175	0	0	New School	0	0	0	0	0	
<b>Totals:</b>	<b>1,846</b>	<b>0</b>	<b>807</b>	<b>444</b>	<b>586</b>	<b>1,837</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>800</b>	<b>800</b>	
Current Capacity:		K-5	Middle	High	K-12	Total Capacity:		K-5	Middle	High	K-12				
ADM 2019-20:		789	471	586	1,846	Proj Enrollment 2024-26:		859	425	590	1,874				
Difference:		18	(27)	(9)	(9)	Difference:		(859)	(425)	210	(1,074)				

M. Hazard Mitigation Contract Awards – Hurricane Matthew

Holland Consulting Planners, Inc. Award Recommendation					
Project: <u>Pasquotank/Camden Counties HMGP-Matthew</u>			Bid Opening Date <u>11/23/2020</u>		
Case File #	Occupant/Address	Actual Bid (Tabulated)	Contractor	Recommended Award (X)	Comments
A4	852 Highway 158, Elizabeth City, NC	\$9,950.00	Corbett Clearing & Demolition, LLC	X	Low lump sum bidder
		\$8,500.00	Sunshine Contracting & Construction		
		\$9,500.00	Stephenson Sand, Inc.		
A5	108 Marian Avenue, Elizabeth City, NC	\$9,300.00	Corbett Clearing & Demolition, LLC	X	Low lump sum bidder
		\$11,500.00	Sunshine Contracting & Construction		
		\$15,750.00	Stephenson Sand, Inc.		
A6	261 Bingham Road, South Mills, NC	\$12,250.00	Corbett Clearing & Demolition, LLC	X	Low lump sum bidder
		\$12,400.00	Sunshine Contracting & Construction		
		\$11,500.00	Stephenson Sand, Inc.		

Holland Consulting Planners, Inc. Final Bid Tabulation						Page 1 of 1
Project: <u>Pasquotank/Camden Counties HMGP-Matthew</u>			Bid Opening Date <u>11/23/2020</u>			
Case File #	Occupant/Address	Contractors/Bids				
		Corbett Clearing & Demolition, LLC	Sunshine Contracting & Construction	Stephenson Sand, Inc.		
A4	852 Highway 158, Elizabeth City, NC	\$9,950.00	\$8,500.00	\$9,500.00		
A5	108 Marian Avenue, Elizabeth City, NC	\$9,300.00	\$11,500.00	\$15,750.00		
A6	261 Bingham Road, South Mills, NC	\$12,250.00	\$12,400.00	\$11,500.00		
<b>LUMP SUM TOTAL</b>		<b>\$31,500.00</b>	<b>\$32,400.00</b>	<b>\$36,750.00</b>		
Bid Proposal Form		X	X	X		
Bid Summary Form		X	X	X		
Contractor Certifications		X	X	X		
Reconstruction Contractor's Registrations Form		X	X	X		
Bids Opened By: _____ on file _____ (Signature)		Witnessed By: _____ on file _____ (Signature)				
Yellow Highlight = Low Bid						

N. Set Public Hearing – Chapter 160D Changes

**Motion to approve the Consent Agenda as presented.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Randy Krainiak
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White

**ITEM 9. COUNTY MANAGER’S REPORT**

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County Manager Ken Bowman included the following in his report:

- Southeastern Equipment has closed on the property at the Commerce Park. This is the third tenant in the park.
- ARHS is continuing to provide COVID vaccinations for Camden residents. Wednesday they will start giving the 2<sup>nd</sup> doses of the Moderna vaccine to those that received it the first week of January. Check the ARHS website, the County website and the ARHS Facebook page for the latest information on where to go.
- Next Board of Commissioners Meeting – March 1, 2021; 7:00 PM
- Be safe and wear your mask.

**ITEM 10. COMMISSIONERS’ REPORTS**

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None.

**ITEM 11. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES**

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The following was provided for information purposes:

- A. Register of Deeds Report
- B. Library Report

**ITEM 12. OTHER MATTERS**

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- A. Black History Month Proclamation

Vice Chairman Ross Munro read the Black History Month Proclamation.

**Motion to adopt Proclamation Designating February 2021 as Black History Month in Camden County.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Clayton Riggs
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Randy Krainiak, Tiffney White



**PROCLAMATION IN RECOGNITION OF BLACK HISTORY MONTH**

WHEREAS, Black History Month grew out of the establishment, in 1926, of Negro History Week by Carter G. Woodson and the Association for the Study of African American Life and History; and

WHEREAS, during Black History Month, we celebrate the many achievements and contributions made by African Americans to our economic, cultural, spiritual and political development; and

WHEREAS, the observance of Black History Month calls our attention to the continued need to battle racism and build a society that lives up to its democratic ideals; and

WHEREAS, the County of Camden continues to work toward becoming an inclusive community in which all citizens – past, present and future – are respected and recognized for their contributions and potential contributions to our community, the state, the county and the world; and

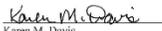
WHEREAS, the County of Camden is proud to honor the history and contributions of African Americans in our community, throughout our state and nation.

NOW, THEREFORE, we do hereby acknowledge and proclaim February 2021 to be Black History Month in Camden County, North Carolina.

We encourage all citizens to celebrate our diverse heritage and culture and continue our efforts to create a world that is more just, peaceful and prosperous for all.

Proclaimed this, the 1<sup>st</sup> day of February 2021.

  
Tom White, Chairman  
Camden County Board of Commissioners

ATTEST:  
  
Karen M. Davis  
Clerk to the Board of Commissioners



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**ITEM 13. ADJOURN**

There being no further matters for discussion, Chairman Tom White adjourned the meeting at 7:36 PM.

ATTEST:

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Tom White, Chairman  
Camden County Board of Commissioners

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Karen M. Davis  
Clerk to the Board of Commissioners