The regular meeting of the Camden County Board of Commissioners was held on September 9, 2019 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 Clayton Riggs, Commissioners Garry Meiggs, Randy Krainiak and Ross Munro.

CLOSED SESSION

Motion to go into Closed Session to discuss property acquisition and personnel.

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

Motion to come out of Closed Session.

RESULT: PASSED [UNANIMOUS]
MOVER: Clayton Riggs, Vice Chairman
AYES: White, Krainiak, Meiggs, Riggs, Munro

The Board came out of Closed Session at 6:40 PM and was recessed by the Chairman until 7:00 PM.

At 7:00 PM Chairman White reconvened the Board of Commissioners for its regular meeting and welcomed everyone in attendance.

INVOCATION & PLEDGE OF ALLEGIANCE
Rev. Bill Blake gave the invocation and led in the Pledge of Allegiance.

ITEM 1. PUBLIC COMMENTS

Brenda Bowman of Trestles Court included the following information in her remarks:
- Citizen News recently published
- National Cleanup Day – September 21, 2019
- Camden Heritage Festival – May 2020

ITEM 2. CONSIDERATION OF AGENDA

Motion to approve the agenda as presented.
RESULT: PASSED [UNANIMOUS]  
MOVER: Clayton Riggs, Vice Chairman  
AYES: White, Krainiak, Meiggs, Riggs, Munro

**ITEM 3. CONFLICT OF INTEREST DISCLOSURE STATEMENT**

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

**ITEM 4. PRESENTATIONS**

A. YouthVoice Conference – Adriane Navolis reported on her experience as a YouthVoice delegate at the National Association of County Commissioners Annual Conference in Greensboro, NC.

B. CMS Junior Beta Club – Club Advisor Star Brinner and members of the CMS Junior Beta Club reported on their accomplishments at the recent Beta Club State and National Conventions.

C. Regional Advisory Council – Gwen Wescott included updates on the following in her report from a recent meeting of the Regional Advisory Council:
   - Senior Nutrition Program
   - Dementia and Caregiving Program
   - Scam Alerts
   - Senior Recognition Day
   - Santa’s Bags Program

D. Broadband Update – County Manager Ken Bowman presented an update on behalf of Eastern Shore Communications and included the following:
   - Eastern Shore Communications is working with NCDOT and NCDENR (NC Dept. of Environment and Natural Resources) to secure county-wide permits.
   - Environmental is complete and signed off through USDA.
   - Phase I will bring fiber from the north water tower to the south water tower via the County Office and Library. The point of connection to MCNC (Microelectronics Center of NC) will be at the Shipyard Road/343 intersection.
   - Eastern Shore Communications is working on a plan to extend fiber to the Camden Business Park.
   - Plans have been submitted to Public Works to install wireless equipment on the two water towers. Plans are under review by County Staff.
   - Plans no longer call for telecommunication shelters to be constructed on County property (at the two water towers). The alternative plan is to have a small enclosure on an elevated (2 feet) wooden pedestal with room for a generator and propane tank. This dramatically reduces the footprint to perhaps 30 to 40 square feet. ESC requests the Board of Commissioners to approve the start of construction at the towers and install the wireless equipment in the October/November timeframe.

**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.

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

New Business

A. Monthly Report – David Credle

South Camden Water & Sewer Board
Monthly Work Order Statistics Report
Period: July 2019

<table>
<thead>
<tr>
<th>Submitted Work Orders</th>
<th>Completed Work Orders</th>
<th>Percentage Completed</th>
<th>Status of Uncompleted Work Orders</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water/Distribution</td>
<td>109</td>
<td>109</td>
<td>100%</td>
</tr>
<tr>
<td>Sewer/Codivision</td>
<td>3</td>
<td>3</td>
<td>100%</td>
</tr>
</tbody>
</table>

Locates:
- Water Line: 63
- Sewer Line: 5
- Water & Sewer, same ticket: 0
- Hydrant flow test: 57

Public Works Director Notes/Comments: Ten work orders have been checked for accuracy.
- Water treated at the water treatment plant in July: 11,753,970 gallons.
- Current treatment capacity of the water treatment plant: 720,000 gallons per day.

Motion to approve the monthly report as presented.

RESULT: PASSED [UNANIMOUS]
MOVER: Clayton Riggs, Vice Chairman
AYES: White, Krainiak, Meiggs, Riggs, Munro

There being no further matters for discussion Chairman White called for a motion to adjourn.

Motion to adjourn South Camden Water & Sewer District Board of Directors.
RESULT: PASSED [UNANIMOUS]
MOVER: Garry Meiggs, Commissioner
AYES: White, Krainiak, Meiggs, Riggs, Munro

Chairman White reconvened the meeting of the Board of Commissioners.

ITEM 5. PUBLIC HEARING

A. Ordinance 2019-09-01 Rezoning Application

Motion to go into Public Hearing for Ordinance 2019-09-01 Rezoning Application.

RESULT: PASSED [UNANIMOUS]
MOVER: Clayton Riggs, Vice Chairman
AYES: White, Krainiak, Meiggs, Riggs, Munro

Zoning Officer Dave Parks introduced the applicant Eric Wood. Mr. Wood stated that it is his intention to cut the two-acre lot down to one-acre lots. It is his request that the property be rezoned from Rural Residential to Village Residential.

Dave Parks gave an overview of the property maps and presented the Staff Report.
### Site Data

<table>
<thead>
<tr>
<th>Let description</th>
<th>Approximately 1.24 acres.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flood Zone</td>
<td>X</td>
</tr>
<tr>
<td>Zoning District</td>
<td>Rural Residential (RR)</td>
</tr>
<tr>
<td>Proposed Use</td>
<td>Residential purposes</td>
</tr>
</tbody>
</table>

#### Environmental Assessment

- **Sewer, Creek, Major Habitat**
  - Storms at description of sewer outlet: It appears the property drain to the west through a culvert under County Club Road and out to the Paseo del Rio.

### Infrastructure & Community Facilities

<table>
<thead>
<tr>
<th>Water</th>
<th>Water lines are located adjacent to property along County Club Road.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sewer</td>
<td>Not available</td>
</tr>
<tr>
<td>Fire District</td>
<td>South Carolina Fire District.</td>
</tr>
<tr>
<td>Schools</td>
<td>Impact calculated at Development stage.</td>
</tr>
<tr>
<td>Traffic</td>
<td>Generation of traffic will be at development stage.</td>
</tr>
</tbody>
</table>

### Plans Consistency

#### Comprehensive Transportation Plan

- **Consistent**
- **Inconsistent**

The Comprehensive Transportation Plan (Adopted 2015) Future Land Use Map as shown the property to be Rural Residential.

#### 2017 Comprehensive Plan

- **Consistent**
- **Inconsistent**

The proposed zoning change is inconsistent with Comprehensive Plan (Adopted 2015) Future Land Use Map as shown the property to be Rural Residential.

However, the description of Mixed Use refers to providing limited density development on property located within the one block of the county’s designated Village center with the availability of a sewer line. This property located within Courthouse Corner Village.

### Findings Regarding Additional Requirements

**Yes**
- Will the proposed zoning change advance the public health, safety, or welfare?
  - Reasoning: The proposed zoning change will enhance the public health, safety, and welfare of the Village and County Club Road area.

**No**
- In the order of required changes to zoning district classification (not appropriate for the zone change to the existing classification)?
  - Reasoning: The proposed zoning change is not appropriate and offers a mix of residential and commercial options.

**Yes**
- In the order of an accessory use or a non-mandatory zoning change, change major architectural criteria?
  - Reasoning: N/A

**No**
- In the order of an expansion of an adjacent zoning district of the same classification? N/A
  - Reasoning:

**Yes**
- What extraordinary showing of public need or demand is made by this application? N/A
  - Reasoning:
Will the proposed use or proposed change require noise, odors, light activity, or physical attachments?

| Yes | No | Remarks: All uses permitted in the proposed zoning classification should receive any noise, odor, light activity, or physical attachments.

Does the proposed impact to CAMA Areas of Environmental Concern?

| Yes | No | Remarks: Property is outside any CAMA Areas of Environmental Concern.

Has the county road more land in the roadway than requested?

| Yes | No | Remarks: In the appropriate location.

Is there other land in the county that would be more appropriate for the proposed uses?

| Yes | No | Remarks: The Commercial zone permitted in the Mixed Use District are more appropriate for utilizing the commercial area of US 158 and portions of NC 242.

STAFF COMMENTARY:
The applicant seeks to develop a small portion of the property in the rural future and prepare to develop the remainder with higher density uses when sewer become available. The property is not currently served by sewer but is one of the County’s top CDP projects included building within the Village of Village Road/US 158 intersection. The proposed zoning to Mixed Use District accords with the Comprehensive Plan as it relates to higher density and is within the Courthouse Village area, however the maximum area is approximately 24 acres from the Courthouse Circle and one mile from the US 158 commercial area.

The staff’s opinion is that as the Courthouse Village area grows, plans should include providing sewer along Courthouse Road, to encourage理事会 higher density housing within the Village. However, this property is best suited to serve as a transition from the Village area to more rural surroundings.

Consistency statement:
The proposed zoning to Mixed Use is inconsistent with the CAMA plan as it shows the property as low density residential.

The proposed zoning is inconsistent with the Comprehensive Plan Future Land Use Map but is consistent with the objectives of encouraging higher density housing and community mandates.

Except from Comprehensive Plan - Vision Statement

New development will be focused within targeted areas in the established county villages and is efficiently supported by existing and planned infrastructure and public services. New housing choices will be made available to serve families, young professionals, and retirees. Rural areas will maintain their character as county residents will continue to serve agricultural and forestry production and low density residential development.

Recommendation: Planning Board recommends rezoning application (UBR-2018-00-33) from Rural Residential (RR) to Mixed Use (MU) be approved and to rezone the property to Village Residential (VR). Staff recommendation - Village Residential (Proposed Statement):

Village Residential (VR): district is established to accommodate a wide range of residential and commercial uses types to be consistent with the Comprehensive Plan and adjacent to designated village areas. The district allows single-family residences, multi-family attached and multi-family detached dwellings, but does not allow mobile homes, manufactured homes, or asparagus warehouses. It is a mixture of shopping centers, park, schools, and parks, and utilities. Low density development concept with few area buildings and type in a low density residential area. Low density development concept with few area buildings and type in a low density residential area.

Planning Board recommendation:

Consistency Statement:
The proposed zoning to Mixed Use is inconsistent with the objectives of the Comprehensive Plan as it encourages higher density housing within the Courthouse Village boundaries.

Excerpt from Comprehensive Plan - Vision Statement

“New development will be focused within targeted areas in the established county villages and is efficiently supported by existing and planned infrastructure and public services. New housing choices will be made available to serve families, young professionals, and retirees. Rural areas will maintain their character as county residents will continue to serve agricultural and forestry production and low density residential development.”

Motion passed: 54 votes.

Planning Board recommends approval of rezoning the 1.64 acres near from Rural Residential (RR) to Village Residential (VR).

Motion passed: 54 votes.
Chairman White opened the floor for public comments on the rezoning application.

David Seymour of 114 Mandy Lane addressed the Board. Mr. Seymour spoke in opposition to the rezoning and believes it should be left as it is currently; two-acre lots.

William Dozier of 209 Country Club Road addressed the Board. Mr. Dozier spoke in opposition to the rezoning and expressed concern in regard to drainage issues and lot sizes.

Dave Parks reminded the Board that drainage concerns are addressed during the process of property development.

There being no further comments from the public Chairman White called for a motion to close the Public Hearing.

Motion to close the public hearing for Ordinance 2019-09-01 Rezoning Application.

RESULT: PASSED [UNANIMOUS]
MOVER: Clayton Riggs, Vice Chairman
AYES: White, Krainiak, Meiggs, Riggs, Munro

Motion to consider Ordinance 2019-09-01 Rezoning Application at the next meeting to take place on October 7, 2019.

RESULT: PASSED [4-1]
MOVER: Clayton Riggs, Vice Chairman
AYES: White, Krainiak, Meiggs, Riggs
NAY: Munro
ITEM 6.

OLD BUSINESS

A. Travel Policy – Ken Bowman

The travel policy was updated with travel guidance pertaining to per diem rates, credit card usage and mileage allowances for privately-owned vehicles.
B. Upon receipt, the Travel Authorization form and supporting travel receipts (tickets, hotel and other invoices) must be submitted to the Department Head for approval. After approval by the Department Head, the form should be submitted to the Finance Department.

C. The Finance Department will determine that the travel and expenses have been properly approved and that the requested submission is in agreement with the approved budget. Any request that is approved, not in the budget, and is paid by the Finance Department will be reimbursed to the employee.

D. Trip Cancellation: When an employee cancels an approved trip and the County has paid the expenses, the employee will be required to reimburse the County for the expenses. If the trip is canceled, a written cancellation notice must be sent to the Finance Department within 48 hours of the cancellation notice.

X. The following items are not reimbursable:

1. Meals for employees on a cruise.
2. Meals in excess of the limits shown on the form.
3. Meals for employees on a cruise.
4. Meals for employees on a cruise.
5. Meals for employees on a cruise.
6. Meals for employees on a cruise.
7. Meals for employees on a cruise.
8. Meals for employees on a cruise.
9. Meals for employees on a cruise.
10. Meals for employees on a cruise.

The following items are not reimbursable: The Finance Officer or County Manager shall approve or disapprove all other expenses and reimbursable in the Policy or those which have been prescribed.

Attachments:

EXHIBIT A, Travel Authorization Form

EXHIBIT B, Travel Reimbursement Form

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**TRAVEL AUTHORIZATION FOR OUT OF DISTRICT TRAVEL**

**EXHIBIT A, Travel Authorization Form**

Name: ____________________________ Date of Request: ________________

Base for Travel: ____________________________

Declaration: (Signature, Title, Date)

Last date of travel: ____________________________

Meeting: ____________________________

Date of: ____________________________

Did the County Supervisor Request that a Request? Yes ___ No ___

Date the Request was Submitted: ________________

Date the Request was Approved: ________________

Total Estimated Cost of Travel:

Fuel, Utilities, and Repairs: ________________

Total Estimated Cost of Travel: ________________

Authorized Expenses: ________________

Unapproved Expenses: ________________

This instrument has been prepared in the name required by the Local Law (Local Law) and Local Law Act.

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**TRAVEL REIMBURSEMENT REQUEST**

EXHIBIT A, Travel Authorization Form

Date: ____________________________

Name: ____________________________

Department: ____________________________

Base for Travel: ____________________________

Declaration: ____________________________

Last Date of Travel: ____________________________

Meeting: ____________________________

Date of: ____________________________

Did the County Supervisor Request that a Request? Yes ___ No ___

Date the Request was Submitted: ________________

Date the Request was Approved: ________________

Total Estimated Cost of Travel:

Fuel, Utilities, and Repairs: ________________

Total Estimated Cost of Travel: ________________

Authorized Expenses: ________________

Unapproved Expenses: ________________

This instrument has been prepared in the name required by the Local Law (Local Law) and Local Law Act.

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Motion to approve the travel policy mileage reimbursement at the current IRS rate at the time of travel.

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

Motion to approve the travel policy meal reimbursement as presented by the County Manager.

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

B. Library Lease Contract — Ken Bowman
Section 12. — All actions on the Premises for the year 2012 shall be governed by the terms and conditions of the lease agreement for the year 2012, as amended by the terms of this amendment. The amendments to the lease agreement for the year 2012 shall be effective as of the date of execution of this amendment by the parties hereto. The amendments to the lease agreement for the year 2012 shall be incorporated by reference into the lease agreement for the year 2012 and shall be deemed to be a part thereof. The amendments to the lease agreement for the year 2012 shall be binding on both parties hereto and shall be enforceable as to both parties hereto.

Section 13. — The amendments to the lease agreement for the year 2012 shall be effective as of the date of execution of this amendment by the parties hereto. The amendments to the lease agreement for the year 2012 shall be binding on both parties hereto and shall be enforceable as to both parties hereto.
Section 26. Assignment and subleasing. Tenant shall not, without the written consent of Landlord, which shall not be unreasonably withheld, assign or sublease any interest in the Premises or any subinterest therein, or permit the use of the Premises by any other party than the Tenant, without the written consent of Landlord for all obligations of Tenant hereunder, but no such consent by Tenant shall relieve Tenant of any liability hereunder.

Section 27. Guarantors. Upon the termination of this lease, including any extension thereof, the Tenant shall cause the above described premises to be restored in good condition and repair, to the exclusive use of the Tenant, and Tenant shall be liable for all damages, costs, and expenses associated with the restoration and repair of the Premises.

Section 28. Effect of Termination of Lease. If termination of this lease is for any reason not expressly provided for in the lease, it shall be void and have no effect.

Section 29. Maintenance. Tenant shall maintain the Premises in a condition of good repair and shall pay all taxes, assessments, and other charges levied against the Premises.

Section 30. Indemnification. The Tenant shall indemnify and hold Landlord harmless from any injuries, damages, or losses to person or property that may result from the use or occupancy of the Premises.

Section 31. Notice to Tenant. Landlord shall give written notice to the Tenant of any default by Tenant under this lease, and the default shall continue for 30 days after notice before Landlord may terminate this lease.

Section 32. Cure of Default. Tenant shall have 30 days after notice to cure the default.

Section 33. Attorney’s Fees. In the event that any action or proceeding is brought to enforce any term, covenant or condition of this lease on the part of landlord or Tenant, the prevailing party in such litigation shall be entitled to recover reasonable attorney’s fees and costs.

Section 34. Rights Cumulative. All rights, powers, and privileges conferred hereunder upon parties hereof shall be cumulative and not in the nature of an election.

Section 35. Waiver of Rights. The failure of Landlord to exercise any power given to Landlord hereunder or to insist upon strict compliance of Tenant’s obligations hereunder and no course or practice of the parties at variance with the terms hereof shall constitute a waiver of Landlord’s right to demand strict compliance with the terms hereof.

Section 36. Time of Essence. Time is of the essence in this lease.

Section 37. Application of Lease. The Patentee shall have the right to apply for the Patent rights and to sue or take any action or proceeding for the recovery of the Patent rights.

Section 38. Successors and Assignees. This Agreement shall be binding upon and inure to the benefit of the parties hereof and their respective heirs, successors and assigns.

Section 39. Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute but one and the same instrument.

Section 40. Headings. The headings, subheadings, and captions in this Agreement and in any exhibits hereof are for reference purposes only and shall not affect the meaning or interpretation of this Agreement.

Section 41. Definitions. “Landlord” as used in this lease shall include the undersigned, its heirs, representatives, assignees and successors in the business of the Premises. “Agent” as used in this lease shall mean the party designated as same, its heirs, representatives, assignees and successors. “Tenant” shall mean the undersigned and its heirs, representatives, assignees and successors. If this lease shall be validly assigned to or sublet, it shall include any Tenant’s assignees or subtenants as to the Premises covered by such assignment or sublease.

Section 42. Notices. All notices required or permitted under this lease shall be in writing and shall be personally delivered or sent by certified mail, return receipt requested, postage prepaid. Notice to Tenant shall be deemed to be given at the building of the Premises, except that notice to the Tenant shall be deemed to be given at the address shown on the beginning of this lease, or at any address to which Tenant may give Landlord written notice of such change in writing.

Section 43. Entire Agreement. This Agreement contains the entire agreement between the parties hereto with respect to the subject matter hereof and supersedes all negotiations, prior discussions, agreements, arrangements and understandings, written or oral, relating to the subject matter hereof.

Section 44. Authorized Lease Execution. Each Individually accessing this lease as director, officer, partner, member, or agent of a corporation, limited liability company, or partnership represents and warrants that is duly authorized to execute and deliver this lease on behalf of such corporation, limited liability company, or partnership.

Additional Conditions:

1. A ONE TIME LEASE INDEMNIFICATION PAYMENT DUE FROM TENANT AT LEASE SIGNING: $3,500

2. THIS DOCUMENT IS A LEGAL DOCUMENT. EVANGELIZATION OF THIS DOCUMENT AND LEGAL CONSIDERATIONS THAT COULD BE ENFORCED IN COURT OF LAW. NO REPRESENTATIONS ARE MADE CONCERNING THE LEGAL EFFECTS OR LEGAL CONSEQUENCES OF THE DOCUMENT TO WHICH THE COELENTS OR RECOMMENDATIONS THAT YOU DOUBT YOUR ABILITY.

IN WITNESS WHEREOF, this Lease Agreement has been executed by each party hereto, in duplicate originals, on the date and year first above written.
LANDLORD, confirmation that no liens have been filed against the Premises or the Shopping Center. If any liens arise against the Premises or the Shopping Center as a result of the Improvements, Tenant shall immediately, at its Tenant’s sole expense, remove such lien and provide landlord evidence that the title to the Shopping Center and Premises has been cleared of such liens.

CONSTRUCTION POLICY

The following problems outlined are the construction procedures for the Shopping Center. As a condition to landlord for granting landlord’s permission to Tenant to complete the construction contemplated hereunder, Tenant agrees to be bound by and adhere to the provisions contained herein below.

1. Administration.
   a) Construction must comply with all local and national building codes and the plans and specifications approved by landlord.
   b) Tenant must comply with all local and national building codes and the plans and specifications approved by landlord.
   c) Tenant must comply with all local and national building codes and the plans and specifications approved by landlord.
   d) Tenant must comply with all local and national building codes and the plans and specifications approved by landlord.

2. Contractor.
   a) Contractor must comply with all local and national building codes and the plans and specifications approved by landlord.
   b) Contractor must comply with all local and national building codes and the plans and specifications approved by landlord.
   c) Contractor must comply with all local and national building codes and the plans and specifications approved by landlord.
   d) Contractor must comply with all local and national building codes and the plans and specifications approved by landlord.

3. Construction.
   a) Contractor must comply with all local and national building codes and the plans and specifications approved by landlord.
   b) Contractor must comply with all local and national building codes and the plans and specifications approved by landlord.
   c) Contractor must comply with all local and national building codes and the plans and specifications approved by landlord.
   d) Contractor must comply with all local and national building codes and the plans and specifications approved by landlord.

4. Acceptance.
   a) Acceptance must comply with all local and national building codes and the plans and specifications approved by landlord.
   b) Acceptance must comply with all local and national building codes and the plans and specifications approved by landlord.
   c) Acceptance must comply with all local and national building codes and the plans and specifications approved by landlord.
   d) Acceptance must comply with all local and national building codes and the plans and specifications approved by landlord.

5. Warranty.
   a) Warranty must comply with all local and national building codes and the plans and specifications approved by landlord.
   b) Warranty must comply with all local and national building codes and the plans and specifications approved by landlord.
   c) Warranty must comply with all local and national building codes and the plans and specifications approved by landlord.
   d) Warranty must comply with all local and national building codes and the plans and specifications approved by landlord.

6. Payment.
   a) Payment must comply with all local and national building codes and the plans and specifications approved by landlord.
   b) Payment must comply with all local and national building codes and the plans and specifications approved by landlord.
   c) Payment must comply with all local and national building codes and the plans and specifications approved by landlord.
   d) Payment must comply with all local and national building codes and the plans and specifications approved by landlord.

7. Indemnification.
   a) Indemnification must comply with all local and national building codes and the plans and specifications approved by landlord.
   b) Indemnification must comply with all local and national building codes and the plans and specifications approved by landlord.
   c) Indemnification must comply with all local and national building codes and the plans and specifications approved by landlord.
   d) Indemnification must comply with all local and national building codes and the plans and specifications approved by landlord.

8. Insurance.
   a) Insurance must comply with all local and national building codes and the plans and specifications approved by landlord.
   b) Insurance must comply with all local and national building codes and the plans and specifications approved by landlord.
   c) Insurance must comply with all local and national building codes and the plans and specifications approved by landlord.
   d) Insurance must comply with all local and national building codes and the plans and specifications approved by landlord.

9. Waiver.
   a) Waiver must comply with all local and national building codes and the plans and specifications approved by landlord.
   b) Waiver must comply with all local and national building codes and the plans and specifications approved by landlord.
   c) Waiver must comply with all local and national building codes and the plans and specifications approved by landlord.
   d) Waiver must comply with all local and national building codes and the plans and specifications approved by landlord.

    a) Release must comply with all local and national building codes and the plans and specifications approved by landlord.
    b) Release must comply with all local and national building codes and the plans and specifications approved by landlord.
    c) Release must comply with all local and national building codes and the plans and specifications approved by landlord.
    d) Release must comply with all local and national building codes and the plans and specifications approved by landlord.

     a) Waiver of Lien must comply with all local and national building codes and the plans and specifications approved by landlord.
     b) Waiver of Lien must comply with all local and national building codes and the plans and specifications approved by landlord.
     c) Waiver of Lien must comply with all local and national building codes and the plans and specifications approved by landlord.
     d) Waiver of Lien must comply with all local and national building codes and the plans and specifications approved by landlord.

12. Final Acceptance.
     a) Final Acceptance must comply with all local and national building codes and the plans and specifications approved by landlord.
     b) Final Acceptance must comply with all local and national building codes and the plans and specifications approved by landlord.
     c) Final Acceptance must comply with all local and national building codes and the plans and specifications approved by landlord.
     d) Final Acceptance must comply with all local and national building codes and the plans and specifications approved by landlord.
Motion to approve the Library Lease Contract as presented.

| RESULT:    | PASSED [UNANIMOUS] |
| MOVER:    | Clayton Riggs, Vice Chairman |
| AYES:     | White, Krainiak, Meiggs, Riggs, Munro |

C.  Revised Camden Code Chapter 150 Minimum Housing Code

The Revised Camden Code Chapter 150 Minimum Housing Code was first introduced to the Board at its August 5, 2019 meeting. The ordinance was not adopted in that a unanimous vote is required on the date of introduction for adoption. The vote taken on August 5, 2019 was as follows: 3 in favor, 2 opposed. Therefore the ordinance was placed on the agenda for consideration a second time.

Planning Director Dan Porter highlighted language in §150.20 that establishes the specific criteria for investigating possible code violations.

County Attorney John Morrison explained that the state statutes allow the County, operating under reasonable grounds, to adopt such an ordinance.

Commissioner Krainiak expressed concern in regard to the timeframe allowed for the property owner to take the necessary action to be in compliance with the ordinance.

Mr. Porter explained that the most important timeframe is the timeframe in which to hold a hearing.

Motion to approve replacing the existing Chapter 150 Building Regulations: Construction with the Proposed Ordinance No. 2019-08-01.

| RESULT:    | PASSED [UNANIMOUS] |
| MOVER:    | Clayton Riggs, Vice Chairman |
| AYES:     | White, Krainiak, Meiggs, Riggs, Munro |

Motion to direct the Building Inspections Division to conduct investigations according to Chapter 150.2 (C).

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

ITEM 7.  NEW BUSINESS

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

OUTSTANDING TAX DELINQUENCIES BY YEAR

<table>
<thead>
<tr>
<th>YEAR</th>
<th>REAL PROPERTY</th>
<th>PERSONAL PROPERTY</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018</td>
<td>138,726.29</td>
<td>3,352.08</td>
</tr>
<tr>
<td>2017</td>
<td>45,579.11</td>
<td>3,485.49</td>
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<tr>
<td>2016</td>
<td>18,386.93</td>
<td>2,429.94</td>
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<td>4,513.59</td>
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TOTAL REAL PROPERTY UNCOLLECTED: 251,295.48
TOTAL PERSONAL PROPERTY UNCOLLECTED: 31,826.86
TEN YEAR PERCENTAGE COLLECTION RATE: 99.60%
COLLECTION FOR 2019 VS. 2018: 10,176.61 vs. 10,326.81

LAST 3 YEARS PERCENTAGE COLLECTION RATE

<table>
<thead>
<tr>
<th>YEAR</th>
<th>Percentage</th>
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<tr>
<td>2018</td>
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</tr>
<tr>
<td>2017</td>
<td>99.31%</td>
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<tr>
<td>2016</td>
<td>99.69%</td>
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EFFORTS AT COLLECTION IN THE LAST 30 DAYS ENDING July 2019

BY TAX ADMINISTRATOR

41 NUMBER DELINQUENCY NOTICES SENT
55 FOLLOWUP REQUESTS FOR PAYMENT SENT
6 NUMBER OF WAGE GARNISHMENTS ISSUED
9 NUMBER OF BANK GARNISHMENTS ISSUED
13 NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR TO DELINQUENT TAXPAYER
0 NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)
0 PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF TAX ADMINISTRATOR
0 NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO COUNTY ATTORNEY
0 NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR COLLECTION (I.D. AND STATUS)
0 REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS
1 NUMBER OF JUDGMENTS FILED
### 30 Largest Unpaid - Real

<table>
<thead>
<tr>
<th>Roll Number</th>
<th>Unpaid Amount</th>
<th>Taxpayer Name</th>
<th>City</th>
<th>Property Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>01-7999-00-01-1714.0000</td>
<td>8,180.00</td>
<td>CHARLES MILLER HEIRS</td>
<td>CAMDEN</td>
<td>150 199 W N</td>
</tr>
<tr>
<td>01-7999-00-01-1814.0000</td>
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<td>SOUTHSIDE INN, INC.</td>
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<tr>
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<td>115 109 W N</td>
</tr>
<tr>
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<td>CAMDEN</td>
<td>114 109 W N</td>
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<td>7,000.00</td>
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<td>01-7999-00-01-1814.0000</td>
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<tr>
<td>01-7999-00-01-1814.0000</td>
<td>5,000.00</td>
<td>JAY J. SARTIE</td>
<td>CAMDEN</td>
<td>114 109 W N</td>
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<tr>
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<td>JAY J. SARTIE</td>
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<td>114 109 W N</td>
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<tr>
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<td>3,000.00</td>
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<tr>
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### 30 Oldest Unpaid - Real

<table>
<thead>
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<th>Roll Number</th>
<th>Unpaid Amount</th>
<th>Taxpayer Name</th>
<th>City</th>
<th>Property Address</th>
</tr>
</thead>
<tbody>
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<td>01-7999-00-01-1714.0000</td>
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<td>CHARLES MILLER HEIRS</td>
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<td>7,700.00</td>
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<td>CAMDEN</td>
<td>1229 874 HWY N</td>
</tr>
<tr>
<td>01-7999-00-01-1814.0000</td>
<td>7,500.00</td>
<td>JACLYN S. SARTIE</td>
<td>CAMDEN</td>
<td>115 109 W N</td>
</tr>
<tr>
<td>01-7999-00-01-1814.0000</td>
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<td>CAMDEN</td>
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<tr>
<td>01-7999-00-01-1814.0000</td>
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<tr>
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<tr>
<td>01-7999-00-01-1814.0000</td>
<td>5,000.00</td>
<td>JAY J. SARTIE</td>
<td>CAMDEN</td>
<td>114 109 W N</td>
</tr>
<tr>
<td>01-7999-00-01-1814.0000</td>
<td>5,000.00</td>
<td>JAY J. SARTIE</td>
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<tr>
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<tr>
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<td>3,000.00</td>
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<tr>
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<td>CAMDEN</td>
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<tr>
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<td>CAMDEN</td>
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<tr>
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<tr>
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<td>JAY J. SARTIE</td>
<td>CAMDEN</td>
<td>114 109 W N</td>
</tr>
</tbody>
</table>

### 30 Largest Unpaid – Personal

<table>
<thead>
<tr>
<th>Roll Number</th>
<th>Unpaid Amount</th>
<th>Taxpayer Name</th>
<th>City</th>
<th>Property Address</th>
</tr>
</thead>
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<tr>
<td>00001235</td>
<td>1,680.00</td>
<td>JAY J. SARTIE</td>
<td>CAMDEN</td>
<td>115 109 W N</td>
</tr>
<tr>
<td>00001235</td>
<td>1,680.00</td>
<td>JAY J. SARTIE</td>
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<tr>
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<td>1,680.00</td>
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<td>CAMDEN</td>
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<tr>
<td>00001235</td>
<td>1,680.00</td>
<td>JAY J. SARTIE</td>
<td>CAMDEN</td>
<td>115 109 W N</td>
</tr>
<tr>
<td>00001235</td>
<td>1,680.00</td>
<td>JAY J. SARTIE</td>
<td>CAMDEN</td>
<td>115 109 W N</td>
</tr>
<tr>
<td>00001235</td>
<td>1,680.00</td>
<td>JAY J. SARTIE</td>
<td>CAMDEN</td>
<td>115 109 W N</td>
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<tr>
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<td>1,680.00</td>
<td>JAY J. SARTIE</td>
<td>CAMDEN</td>
<td>115 109 W N</td>
</tr>
<tr>
<td>00001235</td>
<td>1,680.00</td>
<td>JAY J. SARTIE</td>
<td>CAMDEN</td>
<td>115 109 W N</td>
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<tr>
<td>00001235</td>
<td>1,680.00</td>
<td>JAY J. SARTIE</td>
<td>CAMDEN</td>
<td>115 109 W N</td>
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<td>CAMDEN</td>
<td>115 109 W N</td>
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<tr>
<td>00001235</td>
<td>1,680.00</td>
<td>JAY J. SARTIE</td>
<td>CAMDEN</td>
<td>115 109 W N</td>
</tr>
<tr>
<td>00001235</td>
<td>1,680.00</td>
<td>JAY J. SARTIE</td>
<td>CAMDEN</td>
<td>115 109 W N</td>
</tr>
</tbody>
</table>
Motion to approve the tax report as presented.

RESULT: PASSED [UNANIMOUS]
MOVER: Clayton Riggs, Vice Chairman
AYES: White, Krainiak, Meiggs, Riggs, Munro

B. Milltown Boat Ramp

County Manager Ken Bowman presented the Milltown Boat Ramp project bid recommendation.

The Milltown Boat Ramp was constructed in 2004 with funding assistance from CAMA ACCESS Grant. Over the years it has been used consistently but has also undergone significant deterioration due to many storms. In spring of 2018 the ramp became dangerous due to undercutting erosion at the submerged end of the ramp and was closed to the public.

The county contracted with a marine engineering consultant to prepare plans and specifications to repair and/or replace the, pier, rip rap, and bulkhead along with redesigning and replacing the boat ramp that may better weather the periodic storms.

The project went to bid in January 2018 but no bids were received due to the short timeframe objective and most contractors were busy in Wilmington with repairs resulting from major hurricanes.

The project was rebid in June with a completion date for December 2019. Two bids were received and reviewed by staff with the following recommendation: Approve contract for $41,556 with Layden Marine Inc. for the repair and replacement of the Milltown Boat Ramp and Pier per the plans a specification included in the request for proposals of June 14, 2019.

Motion to approve contract for $41,556 with Layden Marine, Inc. for the repair and replacement of the Milltown Boat Ramp & Pier per the plans and specification included in the request for proposals of June 14, 2019.
ITEM 8. BOARD APPOINTMENTS

A. Parks & Recreation Advisory Board

Motion to appoint Marc O’Neal to the Parks & Recreation Advisory Board.

RESULT: PASSED [UNANIMOUS]
MOVER: Clayton Riggs, Vice Chairman
AYES: White, Krainiak, Meiggs, Riggs, Munro

ITEM 9. CONSENT AGENDA

A. BOC Meeting Minutes – August 5, 2019
B. Budget Amendments

2019-18-BA08
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

Section 1. To amend the General Fund as follows:

<table>
<thead>
<tr>
<th>ACCT NUMBER</th>
<th>DESCRIPTION OF ACCT</th>
<th>AMOUNT</th>
<th>INCREASE</th>
<th>DECREASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>50000-430080</td>
<td>Salaries Appropriated</td>
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</tr>
<tr>
<td>100000-500000</td>
<td>Contracted Services</td>
<td>$11,325.80</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

This Budget Amendment is made to appropriate funds for the School Facilities Needs Assessment.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the
Governing Board and to the Budget Officer and the Finance Officer for their
information. Adopted the 5th day of September, 2019.

Clerk to Board of Commissioners
Chairman, Board of Commissioners

2019-18-BA09
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

Section 1. To amend the General Fund as follows:

<table>
<thead>
<tr>
<th>ACCT NUMBER</th>
<th>DESCRIPTION OF ACCT</th>
<th>AMOUNT</th>
<th>INCREASE</th>
<th>DECREASE</th>
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<tbody>
<tr>
<td>100000-430080</td>
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<td>100100-520000</td>
<td>Rent of Buildings</td>
<td>$41,325.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

This Budget Amendment is made to appropriate funds for the updated lease for the
Camden Library.

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
information. Adopted the 6th day of September, 2019.

Clerk to Board of Commissioners
Chairman, Board of Commissioners
### C. Tax Collection Report

<table>
<thead>
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<th>Day</th>
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<th>Name of Account</th>
<th>Deposits</th>
<th>Interest</th>
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</table>

**Total**

| $59,145.86 | $6,735.63 | $2,106.77 |
| $59,145.86 | $6,735.63 | $2,106.77 |

**Paid to City of Camden**

| $78.70 | Refund |
| $100.71 | Refund |

**Paid to City of Camden**

| $500.00 | Adjustment |
| $125.00 | Adjustment |

**Total**

| $94,547.21 |

Submitted by: [Signature]
Date: 9/19/19

Approved by: [Signature]
Date: 9/19/19

---

### D. Pickups, Releases & Refunds

<table>
<thead>
<tr>
<th>NAME</th>
<th>REASON</th>
<th>NO.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gus McPherson</td>
<td>Parcel corrected due to split issue - Pick-up</td>
<td>Pick-up21442 R-107007-17</td>
</tr>
<tr>
<td>Gus McPherson</td>
<td>Parcel corrected due to split issue - Pick-up</td>
<td>Pick-up21643 R-107002-18</td>
</tr>
<tr>
<td>Glen Alan Caney</td>
<td>Roll back Taxes</td>
<td>$110.87</td>
</tr>
<tr>
<td>Glen Alan Caney</td>
<td>Roll back tax correction - Adjustment</td>
<td>$216.84</td>
</tr>
<tr>
<td>NC DOT</td>
<td>To release per Dan Porter</td>
<td>$664.64</td>
</tr>
<tr>
<td>Gus McPherson</td>
<td>Parcel corrected due to split issue - Pick-up</td>
<td>Pick-up21307 R-107011-16</td>
</tr>
<tr>
<td>Glen Alan Caney</td>
<td>Roll back tax correction - Adjustment</td>
<td>$216.84</td>
</tr>
<tr>
<td>Edward A. Rose, Sr.</td>
<td>Fencing removal</td>
<td>$224.00</td>
</tr>
<tr>
<td>Camden Crossing Property Owners</td>
<td>Value Correction - Adjustment</td>
<td>$427.00  R-117015-18</td>
</tr>
<tr>
<td>Camden Crossing Property Owners</td>
<td>Value Correction - Adjustment</td>
<td>$410.21  R-117015-17</td>
</tr>
<tr>
<td>Camden Crossing Property Owners</td>
<td>Value Correction - Adjustment</td>
<td>$393.13  R-117016-16</td>
</tr>
<tr>
<td>Camden Crossing Property Owners</td>
<td>Value Correction - Adjustment</td>
<td>$203.13  R-117011-15</td>
</tr>
<tr>
<td>Robert Bucaillea</td>
<td>House destroyed by Fire - Release</td>
<td>$578.35</td>
</tr>
<tr>
<td>Camden Crossing Property Owners</td>
<td>Code enforcement - grass cutting</td>
<td>$228.00  R-117010-18</td>
</tr>
<tr>
<td>Camden Crossing Property Owners</td>
<td>Code enforcement - grass cutting</td>
<td>$300.00  R-117015-18</td>
</tr>
</tbody>
</table>
### E. Refunds Over $100 – July 2019

<table>
<thead>
<tr>
<th>Refunds</th>
<th>Remit To:</th>
<th>Reference</th>
<th>Transaction Date</th>
</tr>
</thead>
</table>
| $768.55 | Tufford Law Firm  
P.O. Box 669  
Hoylock, NC 27958 | PIN: 801-7000-00-88-0284-0000  
Paid taxes in error. Being paid by the mortgage Co. | 6-10-19 |
| $748.55 | TOTAL | | |

Submitted by: Lisa S. Anderson, Tax Administrator Camden County  
Date: 8-8-19

Approved by: [Signature]  
Date: 9-11-19

### F. Refunds Over $100 – August 2019

<table>
<thead>
<tr>
<th>Refunds</th>
<th>Remit To:</th>
<th>Reference</th>
<th>Transaction Date</th>
</tr>
</thead>
</table>
| 784.26  | Cades Crossing Property Owner  
P.O. Box 220  
NC 27973 | PIN: 202-4930-02-89-7415.0000  
Value Correction | 9-3-19 |

Submitted by: Lisa S. Anderson, Tax Administrator Camden County  
Date: 9-3-19

Approved by: [Signature]  
Date: 9-11-19

### G. DMV Monthly Report
STATE OF NORTH CAROLINA
COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County

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 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.

<table>
<thead>
<tr>
<th>Department</th>
<th>Item</th>
<th>Disposal Method</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>JCPC</td>
<td>Dell Desktop</td>
<td>GovDeals</td>
<td>No longer needed</td>
</tr>
<tr>
<td>JCPC</td>
<td>Lenovo Laptop</td>
<td>GovDeals</td>
<td>No longer needed</td>
</tr>
<tr>
<td>Planning</td>
<td>2007 Durango SLT 4x4</td>
<td>GovDeals</td>
<td>Replaced</td>
</tr>
<tr>
<td>Elections</td>
<td>Lexmark Printer</td>
<td>GovDeals</td>
<td>Replaced</td>
</tr>
</tbody>
</table>

H. Surplus Property Request

I. Proposed County Logo & Tag Line – Moved to Other Matters on agenda for discussion

J. Resolution 2019-09-01 Opposing Proposed Amendment 2 of the Southern Flounder Fishery Management Plan
K. DHHS Request – Operation Santa Claus Project

August 9, 2019

County Commissioners
P.O. Box 190
Carrboro, NC 27510

Dear Commissioners,

An annual occurrence, Carolina Developmental Center is busy planning for the annual Christmas season. We are once again seeking support for our residents during their holiday festivities. As we are working to provide the best possible care for our residents, the funds raised through Operation Santa Claus will allow us to do this. The funds will be used to purchase toys, clothing, and other items that will bring joy to our residents. We are grateful for your continued support and look forward to working together to make this year’s holiday season even more special for our residents.

Sincerely,

[Signature]

Director, Volunteer Services Department

Carolina Developmental Center is a registered 501(c)(3) non-profit organization. Gifts are tax-deductible to the extent allowed by law. 1201 E. Munden Road, Carrboro, NC 27510. www.carolindc.org  •  800-259-0666  •  919-966-2760

RCOOPER • Secretary

MABY COOPER, MS, MPH • Secretary

ROGER BELCHER • Director for Behavioral Health & ETS

HILDA MILSTEIN-HERMAN • DNMP Director

MURRAY ROSS • Center Director

[Signature]

Chief, Health Department

Carrboro, NC 27510

Carrboro County Board of Commissioners

[Signature]

Deborah McNeil, Chairperson

[Signature]

Carrboro County Board of Commissioners

[Signature]

Carrboro County Board of Commissioners

[Signature]

Carrboro County Board of Commissioners
Commissioner Garry Meiggs offered a motion to pull Item I – Proposed County Logo & Tag Line from the Consent Agenda for discussion and approve the Consent Agenda as amended.

<table>
<thead>
<tr>
<th>RESULT:</th>
<th>PASSED [UNANIMOUS]</th>
</tr>
</thead>
<tbody>
<tr>
<td>MOVER:</td>
<td>Garry Meiggs, Commissioner</td>
</tr>
<tr>
<td>AYES:</td>
<td>White, Krainiak, Meiggs, Riggs, Munro</td>
</tr>
</tbody>
</table>

ITEM 10. COUNTY MANAGER’S REPORT

County Manager Ken Bowman included the following in his report:
- M.B. Kahn Construction presentation on the school facility study – September 16, 2019; 6 PM at the Library
- Special Election – September 10, 2019
- 9/11 Ceremony – September 11, 2019; Courthouse Lawn; Moment of Silence, 8:46 AM
- Next Board of Commissioners Meeting – October 7, 2019
- Hurricane Dorian Situational Update

ITEM 11. COMMISSIONERS’ REPORTS

Chairman White expressed appreciation to the electric company employees who worked long hours to get power restored to the area in a timely manner.

Commissioner Meiggs expressed appreciation to the South Mills Volunteer Fire Department for their efforts during the hurricane.

Chairman Riggs expressed appreciation to all the first responders who worked and served in various capacities during the storm.

ITEM 12. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES

The following items were provided for information purposes:
- A. YTD Sales Tax Revenue Collections
- B. Register of Deeds Report
- C. JCPC Meeting Minutes
- D. Library Report

ITEM 13. OTHER MATTERS

Moved From Consent Agenda: I. Proposed County Logo and Tag Line

Commissioner Meiggs stated that to his recollection the logo was not brought to the Board for a vote. Therefore, the logo and tag line should not have been changed without approval from the Board. Commissioner Meiggs does not believe the tag line ‘Boundless Opportunities’ fits Camden County.

County Manager Ken Bowman stated that the decision to change the logo took place through the Administration Office and that the logo had been sent to the Board members informally in June for review and approval. The logo and tag line were designed by Emery Advertising in an effort to assist with County branding and marketing. It was Mr. Bowman’s recommendation that the logo be approved as presented.
Motion to approve the logo as presented.

RESULT: PASSED [4-1]
MOVER: Randy Krainiak, Commissioner
AYES: White, Krainiak, Riggs, Munro
NAYS: Meiggs

ITEM 14. ADJOURN

There being no further matters for discussion Chairman White called for a motion to adjourn.

Motion to adjourn.

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

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

Tom White, Chairman
Camden County Board of Commissioners

ATTEST:

Karen M. Davis, NCCCC
Clerk to the Board of Commissioners