



CAMDEN COUNTY
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BOARD OF COMMISSIONERS

**August 03, 2020
7:00 PM**

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

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

Please turn Cell Phone ringers off during the meeting.

Agenda

**Camden County Board of Commissioners
BOC - Regular Meeting
August 03, 2020
7:00 PM
Historic Courtroom, Courthouse Complex**

Call to Order

ITEM Closed Session - Economic Development

Welcome, Invocation & Pledge of Allegiance

Chairman Tom White

ITEM 1. Public Comments

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

ITEM 2. Conflict of Interest Disclosure Statement

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

Recess to South Camden Water & Sewer District Board of Directors

Reconvene Board of Commissioners

ITEM 4. Public Hearings

- A. Camden County Library Financing - Ken Bowman
- B. Camden County School Bond Referendum - Ken Bowman
- C. Rezoning Request Tonter Investments, Inc. - Amber Curling

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

- A. Tax Report - Lisa Anderson
- B. Lawn & Grounds Maintenance Services Contract - Ken Bowman
- C. Appeal of Demolition Orders Quasi-Judicial Hearing - Keith Truman

ITEM 6. Board Appointments (For discussion and possible action)

- A. Library Board of Trustees

ITEM 7. Consent Agenda

- A. BOC Meeting Minutes - June 16, 2020
- B. BOC Meeting Minutes - July 6, 2020
- C. DMV Monthly Report
- D. Tax Collection Report
- E. Vehicle Refunds Over \$100.00
- F. Refunds Over \$100.00
- G. Pickups, Releases & Refunds
- H. Annual Senior Nutrition Contract

ITEM 8. County Manager's Report

ITEM 9. Commissioners' Reports

ITEM 10. Information, Reports & Minutes From Other Agencies

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

ITEM 11. Other Matters (For discussion and possible action)

ITEM 12. Adjourn



CAMDEN COUNTY
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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Public Hearings

Item Number: 4.A
Meeting Date: August 03, 2020

Submitted By: Karen Davis, Clerk to the Board
 Board of Commissioners
 Prepared by: Karen Davis

Item Title **Camden County Library Financing**

Attachments: PH_Preliminary Resolution-Camden 2020 IFA
 (DOC)

Summary:

The Board of Commissioners will hold a Public Hearing in connection with a proposed installment financing agreement to finance the acquisition, construction and equipping of a new Public Library and Administrative Complex for the County of Camden, North Carolina.

Recommendation:

Hold public hearing and consider the Preliminary Findings Resolution as required by the Local Government Commission.

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 August 3, 2020.

Present: Chair Tom White, presiding, and Commissioners

Absent: Commissioners

Also Present: _____

* * * * *

The Chair announced that this was the hour and day of the public hearing on a proposed installment financing agreement to be entered into by the County of Camden, North Carolina (the “County”) pursuant to Section 160A-20 of the General Statutes of North Carolina in an amount not to exceed \$3,600,000 for the purpose of providing funds, together with any other available funds, to pay the costs of acquiring, constructing and equipping a new public library and administrative complex for the County (the “Project”). To secure its obligations under the Agreement, the County will grant a lien on all or a portion of the site of the Project, together with any improvements or fixtures located or to be located thereon.

The Chair acknowledged due publication of a notice of public hearing in a newspaper with general circulation in said County as required by Section 160A-20 of the General Statutes of North Carolina and directed the Clerk to the Board of Commissioners to attach the affidavit showing publication in said newspaper on a date at least ten (10) days prior to the date hereof as Exhibit A hereto.

The Chair then announced that the Board of Commissioners would immediately hear anyone who might wish to be heard on the advisability of the proposed Project or financing as described above.

A list of any persons making comments and a summary of such comments are attached as Exhibit B hereto.

All statements and comments were duly considered by the Board of Commissioners.

Thereupon, Commissioner _____ introduced the following resolution the title of which was read and a copy of which had been distributed to each Commissioner:

Attachment: PH_Preliminary Resolution-Camden 2020 IFA (2751 : Camden County Library Financing)

RESOLUTION MAKING CERTAIN FINDINGS AND DETERMINATIONS REGARDING THE FINANCING OF A NEW PUBLIC LIBRARY AND ADMINISTRATIVE COMPLEX FOR THE COUNTY OF CAMDEN, NORTH CAROLINA PURSUANT TO AN INSTALLMENT FINANCING AGREEMENT AND REQUESTING THE LOCAL GOVERNMENT COMMISSION TO APPROVE THE FINANCING ARRANGEMENT

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 does hereby find and determine as follows:

(a) The Board has determined to proceed with the acquisition, construction and equipping of a new public library and administrative complex for the County (the “Project”).

(b) After a public hearing and due consideration, the County has determined to consider entering into an installment financing agreement (the “Agreement”) in the aggregate principal amount not to exceed \$3,600,000 for the purpose of financing the cost of the Project and the fees and expenses associated with the Agreement.

(c) The County will enter into the Agreement with a financial institution to be selected by the County with the advice of the County’s financial advisor (the “Lender”), pursuant to which the Lender will advance to the County amounts sufficient to pay the costs of financing the Project, and the County will repay the advancement in installments (the “Installment Payments”).

(d) In order to secure the Installment Payments, the County will grant a lien on all or a portion of the site of the Project, together with any improvements or fixtures located or to be located thereon.

(e) It is in the best interest of the County to enter into the Agreement in that such transaction will result in providing financing for such Project in an efficient and cost effective manner.

(f) Entering into the Agreement is preferable to a general obligation bond and revenue bond issue in that (i) the County does not have the constitutional authority to issue non-voted general obligation bonds pursuant to Article V, Section 4 of the North Carolina Constitution because the County has not retired a sufficient amount of debt in the preceding fiscal year to issue a sufficient amount of general obligation bonds for the Project without an election; (ii) the nature of the financing does not allow for the issuance of revenue bonds; (iii) the cost of the Project exceeds the amount to be prudently provided from currently available appropriations and unappropriated fund balances; (iv) the circumstances existing require that funds be available to commence construction of the Project as soon as practicable and the time required for holding an election for the issuance of voted general obligation bonds pursuant to Article V, Section 4 of the North Carolina Constitution and the Local Government Bond Act will delay the commencement of construction of the Project by several months; and (v) there can be no assurances that the

Attachment: PH_Preliminary Resolution-Camden 2020 IFA (2751 : Camden County Library Financing)

Project will be approved by the voters and the necessity of such Project dictates that the Project be financed by a method that assures that such Project will be constructed in an expedient manner.

(g) It has been determined by the Board that the cost of financing the Project through an installment financing agreement is reasonably comparable to the costs of issuing general obligation bonds or other available methods of financing and is acceptable to the Board.

(h) Counsel to the County will render an opinion to the effect that the proposed undertaking as described above is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of the State of North Carolina.

(i) The debt management policies of the County have been carried out in strict compliance with law, and the County is not in default under any obligation for repayment of borrowed money.

(j) Any increase in taxes necessary to meet the sums to fall due with respect to the Agreement will not be excessive.

Section 2. The Board hereby authorizes, ratifies and approves the filing of an application with the Local Government Commission for approval of the Agreement and requests the Local Government Commission to approve of the Agreement and the proposed financing in connection therewith.

Section 3. The Chair, the County Manager and the Finance Officer of the County are each hereby authorized and directed to take such action as such officers shall believe necessary and appropriate to solicit proposals for the financing, negotiate the terms of any such proposal and select the financial institution to provide the financing.

Section 4. This resolution shall take effect immediately upon its adoption.

Upon motion of Commissioner _____, seconded by Commissioner _____, the foregoing resolution was adopted by the following vote:

Ayes: _____

Noes: _____

Attachment: PH_Preliminary Resolution-Camden 2020 IFA (2751 : Camden County Library Financing)

* * * * *

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 such much of the proceedings of said Board of Commissioners for said County at a regular meeting held on August 3, 2020, as it relates in any way to the holding of a public hearing and the adoption of the foregoing resolution relating to an installment financing by said County 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 official seal of said County this 3rd day of August, 2020.

[SEAL]

Clerk to the Board of Commissioners

Attachment: PH_Preliminary Resolution-Camden 2020 IFA (2751 : Camden County Library Financing)

EXHIBIT A

[Attach publisher's affidavit evidencing publication of Notice of Public Hearing]

EXHIBIT B

[A list of any persons making comments and a summary of such comments to be attached. If no comments are made, please insert “None”.]



CAMDEN COUNTY
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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Public Hearings

Item Number: 4.B
Meeting Date: August 03, 2020

Submitted By: Karen Davis, Clerk to the Board
 Board of Commissioners
 Prepared by: Karen Davis

Item Title **Camden County School Bond Referendum**

Attachments: School Bond Order (PDF)
 Public Hearing-Camden 2020 Referendum
 (DOC)

Summary:

The Board of Commissioners will hold a public hearing on the validity of the School Bond Order that was introduced and adopted at the July 6, 2020 meeting and the advisability of issuing said bonds. The Bond Order will be read again and considered for final adoption.

Recommendation:

Hold public hearing and consider adoption of a resolution calling for a bond referendum on the bond order.

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 July 6, 2020.

Present: Chair Tom White, presiding, and Vice Chair Clayton Riggs,

Commissioners Garry Meiggs, Randy Krainiak and Ross Munro

Absent: n/a

Also Present: County Manager Ken Bowman & Clerk to the Board Karen Davis

* * * * *

County Manager Ken Bowman introduced the following order authorizing bonds the title of which was read and a copy of which had been distributed to each Commissioner:

**ORDER AUTHORIZING
\$33,000,000 SCHOOL BONDS**

BE IT ORDERED by the Board of Commissioners for the County of Camden, North Carolina:

1. That, pursuant to The Local Government Bond Act, as amended, the County of Camden, North Carolina is hereby authorized to contract a debt, in addition to any and all other debt which said County may now or hereafter have power or authority to contract, and in evidence thereof to issue School Bonds in an aggregate principal amount not exceeding \$33,000,000 for the purpose of providing funds, together with any other available funds, for acquiring, constructing, expanding and renovating school buildings and other school facilities in said County, and the acquisition of related land, rights of way and equipment.

2. That taxes shall be levied in an amount sufficient to pay the principal of and the interest on said bonds.

Attachment: School Bond Order (2752 : Camden County School Bond Referendum)

3. That a sworn statement of the debt of said County has been filed with the Clerk to said Board of Commissioners and is open to public inspection.

4. That this order shall take effect when approved by the voters of said County at a referendum as provided in said Act.

Thereupon, upon motion of Ross Munro , the order entitled "ORDER AUTHORIZING \$33,000,000 SCHOOL BONDS" was adopted upon introduction by the following vote:

Ayes: Commissioners Tom White, Clayton Riggs and Ross Munro

Noes: Commissioners Garry Meiggs and Randy Krainiak

The Board of Commissioners thereupon designated the Finance Officer to file with the Clerk to the Board of Commissioners, the sworn statement of debt of said County which is required by The Local Government Bond Act, as amended, to be filed after the bond order has been introduced and before the public hearing thereon. The Board of Commissioners also designated the Finance Officer to file with the Clerk to the Board of Commissioners the statement of total estimated interest which is required by The Local Government Bond Act, as amended, to be filed with the Clerk to the Board of Commissioners at the time the bond order is introduced and further directed the Clerk to the Board of Commissioners to file a copy of such statement with the Local Government Commission.

Thereupon, the Finance Officer presented the sworn statement of debt and the statement of total estimated interest to the Clerk to the Board of Commissioners as so required.

On motion duly made and carried, the Board of Commissioners for said County fixed 7:00 p.m. on August 3, 2020, in the Upstairs Historic Courtroom located at 117 North 343 in

Camden, North Carolina, as the hour, day and place for the public hearing upon the foregoing order and directed the Clerk to the Board of Commissioners to publish said order, as required by The Local Government Bond Act, as amended, once in The Daily Advance not later than the sixth day before said date.

* * * * *

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 at a regular meeting held on July 6, 2020, as it relates in any way to the introduction and adoption on introduction of an order authorizing bonds of said County and the calling of a public hearing upon such order and that said proceedings are to be recorded in the minutes of said Board.

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

WITNESS my hand and the official seal of said County this 6th day of July, 2020.



Karen M. Davis
Clerk to the Board of Commissioners

Attachment: School Bond Order (2752 : Camden County School Bond Referendum)

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 August 3, 2020.

Present: Chair Tom White, presiding, and Commissioners

Absent: Commissioners

Also Present: _____

* * * * *

The Chair announced that this was the hour and day fixed by the Board of Commissioners for a public hearing upon the order entitled “ORDER AUTHORIZING \$33,000,000 SCHOOL BONDS” and that the Board of Commissioners would immediately hear anyone who might wish to be heard on the questions of the validity of said order or the advisability of issuing said bonds.

No one appeared, either in person or by attorney, to be heard on the questions of the validity of said order or the advisability of issuing said bonds and the Clerk to the Board of Commissioners announced that no written statement relating to said questions had been received, except as set forth in Exhibit A attached hereto.

Thereupon, upon motion of Commissioner _____, the order introduced and adopted on first reading on July 6, 2020 entitled “ORDER AUTHORIZING \$33,000,000 SCHOOL BONDS” was read a second time and placed upon its final adoption. The vote upon the final adoption of said order was as follows:

Attachment: Public Hearing-Camden 2020 Referendum (2752 : Camden County School Bond Referendum)

Ayes: _____

Noes: _____

The Board of Commissioners was thereupon directed to publish said order, together with the appended statement as required by The Local Government Bond Act, as amended, once in The Daily Advance.

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

RESOLUTION CALLING FOR A BOND REFERENDUM

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

Section 1. A bond referendum is hereby called to be held between 6:30 a.m. and 7:30 p.m., on Tuesday, November 3, 2020, at which there shall be submitted to the qualified voters of the County the question stated in the form of ballot set forth in Section 4 of this resolution.

Section 2. For said referendum, (a) the registration records for elections in the County shall be used, and the registration records shall be open for the registration of qualified persons and for public inspection in the manner, under the conditions and at the times and places provided by the Camden County Board of Elections, (b) the chief judges, judges and assistants appointed by the Camden County Board of Elections for the several precincts and voting places in the County shall be the precinct officers for such precincts and voting places and (c) the precincts and voting places shall be that fixed by the Camden County Board of Elections, subject to change as provided by law. The Camden County Board of Elections is hereby requested to

Attachment: Public Hearing-Camden 2020 Referendum (2752 : Camden County School Bond Referendum)

conduct said referendum in the County and to take all necessary steps to that end in accordance with the provisions of this section.

Section 3. The Clerk to the Board of Commissioners shall cause a notice of bond referendum to be published in The Daily Advance once at least fourteen days before October 9, 2020 (being the 25th day prior to said bond referendum), and once again not less than seven days before said day, such notice to read substantially as follows:

**NOTICE OF BOND REFERENDUM
COUNTY OF CAMDEN, NORTH CAROLINA**

A bond referendum will be held in the County of Camden, North Carolina on Tuesday, November 3, 2020 regarding the approval of not to exceed \$33,000,000 SCHOOL BONDS of said County. The proceeds of said school bonds would be used to acquire, construct, expand and renovate school buildings and other school facilities in said County, including the acquisition of related land, rights of way and equipment, all as set forth in the bond order adopted by the Board of Commissioners for said County on August 3, 2020. If said school bonds are issued, taxes in an amount sufficient to pay the principal and interest thereof may be levied upon all taxable property in the County of Camden, North Carolina.

The referendum will be conducted by the Camden County Board of Elections. The last day for new registration of those not now registered to vote is Friday, October 9, 2020. For further information and questions regarding said referendum, voter registration, procedures for those residents who have changed residences from the date of the last election, voting by absentee ballot, one stop voting and polling places, please contact the Camden County Board of Elections, 117 NC Hwy 343 N, Camden, North Carolina 27921, (252) 338-5530. The Camden County Board of Elections' website is <https://www.camdencountync.gov/departments/board-of-elections>.

William M. Sawyer
Chairman
Camden County Board of Elections

Karen M. Davis
Clerk to the Board of Commissioners,
Camden County, North Carolina

Section 4. The form of the ballot question to be used at said referendum shall be substantially as follows:

Shall the order adopted on August 3, 2020, authorizing not exceeding \$33,000,000 SCHOOL BONDS of the County of Camden, North Carolina, plus interest, for the purpose of providing funds, together with any other available funds, for acquiring, constructing, expanding and renovating school buildings and other school facilities in said County, and the acquisition of related land, rights of way and equipment, and providing that additional taxes may be levied in an amount sufficient to pay the principal of and interest on said bonds, be approved?

[] YES

[] NO

Section 5. The Clerk to the Board of Commissioners is hereby directed to mail or deliver a certified copy of this resolution to the Camden County Board of Elections within three days after the adoption hereof.

Section 6. This resolution shall take effect upon its adoption.

Thereupon, upon motion of Commissioner _____, the foregoing resolution entitled "RESOLUTION CALLING A BOND REFERENDUM" was adopted by the following vote:

Ayes: _____

Noes: _____

Attachment: Public Hearing-Camden 2020 Referendum (2752 : Camden County School Bond Referendum)

* * * * *

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 for said County at a regular meeting held on August 3, 2020, as it relates in any way to the holding of a public hearing, the adoption of a bond order authorizing general obligation bonds of said County and the calling of a bond referendum upon such order and that said proceedings are to be 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.

I DO HEREBY FURTHER CERTIFY that I will mail or deliver a certified copy of the resolution adopted on August 3, 2020 entitled “RESOLUTION CALLING A BOND REFERENDUM” to the Camden County Board of Elections on or before the third day following the adoption of said resolution.

WITNESS my hand and official seal of said County this 3rd day of August, 2020.

Clerk to the Board of Commissioners

[SEAL]

Attachment: Public Hearing-Camden 2020 Referendum (2752 : Camden County School Bond Referendum)

EXHIBIT A

[A list of any persons making comments and a summary of such comments to be attached. If no comments are made, please insert “None”.]

TO THE PUBLISHER OF THE DAILY ADVANCE:

Please publish the following once in The Daily Advance on Friday, August 7, 2020. If the date of publication is not August 7, 2020, then please change the date of publication in the final paragraph.

**ORDER AUTHORIZING
\$33,000,000 SCHOOL BONDS**

BE IT ORDERED by the Board of Commissioners for the County of Camden, North Carolina:

1. That, pursuant to The Local Government Bond Act, as amended, the County of Camden, North Carolina is hereby authorized to contract a debt, in addition to any and all other debt which said County may now or hereafter have power or authority to contract, and in evidence thereof to issue School Bonds in an aggregate principal amount not exceeding \$33,000,000 for the purpose of providing funds, together with any other available funds, for acquiring, constructing, expanding and renovating school buildings and other school facilities in said County, and the acquisition of related land, rights of way and equipment.

2. That taxes shall be levied in an amount sufficient to pay the principal of and the interest on said bonds.

3. That a sworn statement of the debt of said County has been filed with the Clerk to said Board of Commissioners and is open to public inspection.

4. That this order shall take effect when approved by the voters of said County at a referendum as provided in said Act.

The foregoing order was adopted on the 3rd day of August, 2020, and is hereby published this 7th day of August, 2020. Any action or proceeding questioning the validity of the order must be begun within 30 days after the date of publication of this notice. The Finance Officer of said County has filed a statement estimating that the total amount of interest that will be paid on the proposed bonds over the expected term of the bonds, if issued, is \$18,334,067. The estimate is preliminary, is for general informational purposes only, and may differ from the actual interest paid on such bonds. Such statement of estimated interest includes certain assumptions upon which such estimate is based, and there is no assurance that the circumstances included in such assumptions will occur. The validity of the proposed bonds is not subject to challenge on the grounds that the actual interest cost on the bonds when issued is different than the estimated interest amount set forth above.

By: Karen M. Davis
Clerk to the Board of Commissioners
County of Camden, North Carolina

TO THE PUBLISHER OF THE DAILY ADVANCE:

Please publish the following twice in The Daily Advance on Friday, August 7, 2020 and Friday, August 14, 2020:

**NOTICE OF BOND REFERENDUM
COUNTY OF CAMDEN, NORTH CAROLINA**

A bond referendum will be held in the County of Camden, North Carolina on Tuesday, November 3, 2020 regarding the approval of not to exceed \$33,000,000 SCHOOL BONDS of said County. The proceeds of said school bonds would be used to acquire, construct, expand and renovate school buildings and other school facilities in said County, including the acquisition of related land, rights of way and equipment, all as set forth in the bond order adopted by the Board of Commissioners for said County on August 3, 2020. If said school bonds are issued, taxes in an amount sufficient to pay the principal and interest thereof may be levied upon all taxable property in the County of Camden, North Carolina.

The referendum will be conducted by the Camden County Board of Elections. The last day for new registration of those not now registered to vote is Friday, October 9, 2020. For further information and questions regarding said referendum, voter registration, procedures for those residents who have changed residences from the date of the last election, voting by absentee ballot, one stop voting and polling places, please contact the Camden County Board of Elections, 117 NC Hwy 343 N, Camden, North Carolina 27921, (252) 338-5530. The Camden County Board of Elections' website is <https://www.camdencountync.gov/departments/board-of-elections>.

William M. Sawyer
Chairman
Camden County Board of Elections

Karen M. Davis
Clerk to the Board of Commissioners,
Camden County, North Carolina



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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Public Hearings

Item Number: 4.C
Meeting Date: August 03, 2020

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

Item Title **Rezoning Request Tonter Investments, Inc.**

Attachments: AgendaSummary_CountryClubRezoning (DOCX)
 Ordinance 2020-08-01 (DOCX)
 CountryClubRezoningFinding (DOCX)
 UDO2020-05-32_ZoningApplicationCountryClub (PDF)
 Deed Book 389 Page 726 (PDF)
 PrincipleUseComparisonFullReport (PDF)
 NeighborhoodMeetingSummary (PDF)

Summary, supporting documentation and recommendation attached.

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: August 3, 2020

Attachments: Country Club Rezoning Findings

Submitted By: Planning Department

Item Title: Rezoning Request Tonter Investments Inc.

Summary:

Tonter Investments Inc. has requested to rezone approximately 3 acres from Rural Residential to Neighborhood Residential. The property is located on Country Club Road directly across from 267 Country Club Road. Neighborhood meeting was held on June 8, 2020. The Planning Board on June 17, 2020, voted to approve the rezoning request, on a 6-0 vote.

Recommendation:

Motion to hold Public Hearing

Motion to approve Consistency Statement:

The requested zoning change is consistent with both the CAMA and Comprehensive Future Land Use Maps that reflect allowing an increased density in residential development in targeted areas of the County.

Motion to approve:

Motion to approve Ordinance 2020-08-01 Zoning Map Amendment (UDO 2020- 05-32) to rezone the three-acre parcel directly across from 265 Country Club Rd from a Rural Residential (RR) zoning district to a Neighborhood Residential (NR) zoning district.



Ordinance No. 2020-08-01

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

Article I: Purpose

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

Article II. Amendment to Zoning Map

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

The property currently shown in the Camden County Tax Assessor's Office as PIN 02-8934-04-81-1727, the three acres is hereby rezoned from Rural Residential (RR) to Neighborhood Residential (NR).

Article III. Penalty

1. Violations of the provision of this Ordinance or failure to comply with any of its Requirements, including violations of any conditions and safeguards established in connection with grants of variances or Special Use or Conditional Use Permits, shall constitute a misdemeanor, punishable by a fine of up to five-hundred (\$500) dollars or a maximum thirty (30) days imprisonment as provided in G. S. 14-4.
2. Any act constituting a violation of the provisions of this Ordinance or a failure to comply with any of its requirements, including violations of any conditions and safeguards established in connection with the grants of variances or Special Use or Conditional Use Permits, shall also subject the offender to a civil penalty of one-hundred (\$100) dollars for each day the violation continues. If the offender fails to pay the penalty within ten (10) days after being cited for a violation, the

penalty may be recovered by the county in a civil action in the nature of debt. A civil penalty may not be appealed to the Board of Adjustment if the offender was sent a final notice of violation in accordance with Article 151.568 and did not take an appeal to the Board of Adjustment within the prescribed time.

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

Article IV. Severability

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

Article V. Effective Date

This Ordinance is effective upon adoption.

Adopted by the Board of Commissioners for the County of Camden this 3rd day of August, 2020.

Tom White, Chairman
Camden County Board of Commissioners

ATTEST:

Karen M. Davis
Clerk to the Board of Commissioners

Attachment: Ordinance 2020-08-01 (2759 : Rezoning Request Tonter Investments, Inc.)

STAFF REPORT

**UDO 2020-05-32
Zoning Map Amendment**

PROJECT INFORMATION

File Reference: UDO 2020-05-32
Project Name: N/A
PIN: 02-8934-04-81-1727

Applicant: Tonter Investments Inc.
Address: P. O. Box 66
 Currituck, NC 27929
Phone: N/A
Email: N/A

Agent for Applicant: Timmons Group
Address: 1805 W City Dr., Unit E
 Elizabeth City, NC 27909
Phone: 252-621-5030
Fax: 252-562-6974
Email: eddie.hyman@timmons.com

Current Owner of Record: Applicant

Meeting Dates:
 6/08/2020 **Neighborhood**
 6/17/2020 **Planning Board**

Application Received: 5/20/2020
By: Amber Curling, Planning

Application Fee paid: \$650.00 Ck# 3222

Completeness of Application: Application is generally complete

Documents received upon filing of application or otherwise included:

- A.** Rezoning Application
- B.** Deed
- C.** GIS Aerial, Current zoning, Comprehensive Plan Future Land Use and CAMA Land Use Plan Suitability Maps
- D.** Neighborhood Meeting Comments
- E.** Zoning Comparison RR and NR

REQUEST: Rezone approximately 3 acre from Rural Residential (RR) to Neighborhood Residential (NR) on Parcel 02-8934-04-81-1727. The property is located directly across from 267 Country Club Road in Courthouse Township.

Attachment: CountryClubRezoningFinding (2759 : Rezoning Request Tonter Investments, Inc.)

From Rural Residential (RR) Article 151.3.5.3 (Purpose Statement)

The Rural Residential (RR) district is established to accommodate low density residential neighborhoods and supporting uses on lots near bona fide farms and agricultural areas in the rural portion of the County. The district is intended to accommodate residential development in ways that will not interfere with agricultural activity or negatively impact the rural character of the County. One of the primary tools for character protection is the requirement to configure residential subdivisions of more than five lots as conservation subdivisions. The conservation subdivision approach seeks to minimize the visibility of new residential development from adjacent roadways through proper placement and screening. The district accommodates several differing agricultural uses and single-family detached homes. It also allows supporting uses like educational facilities, parks, public safety facilities, and utilities. District regulations discourage uses that interfere with the development of residential dwellings or that are detrimental to the rural nature of the district.

To: Neighborhood Residential (NR) – Article 151.3.5.5 (Purpose Statement)

The Neighborhood Residential (NR) district serves as a transition district from the rural and suburban portions of the County to areas proximate to village centers and major commercial corridors. The district is intended to accommodate single-family detached homes in a neighborhood setting at moderate densities. Mobile and manufactured homes on individual lots, conservation subdivisions, and agricultural uses are limited in order to preserve the district's neighborhood character. Manufactured homes are not allowed on lots within 5,280 linear feet of a village center boundary. The district's 40,000-square-foot minimum lot area may be reduced when lots are within one mile of a designated village center boundary and served by public sewer. District regulations discourage uses that interfere with the development of residential neighborhoods or that are detrimental to the district's single-family detached neighborhood character.

PROJECT LOCATION:

Vicinity Map: South Mills Township



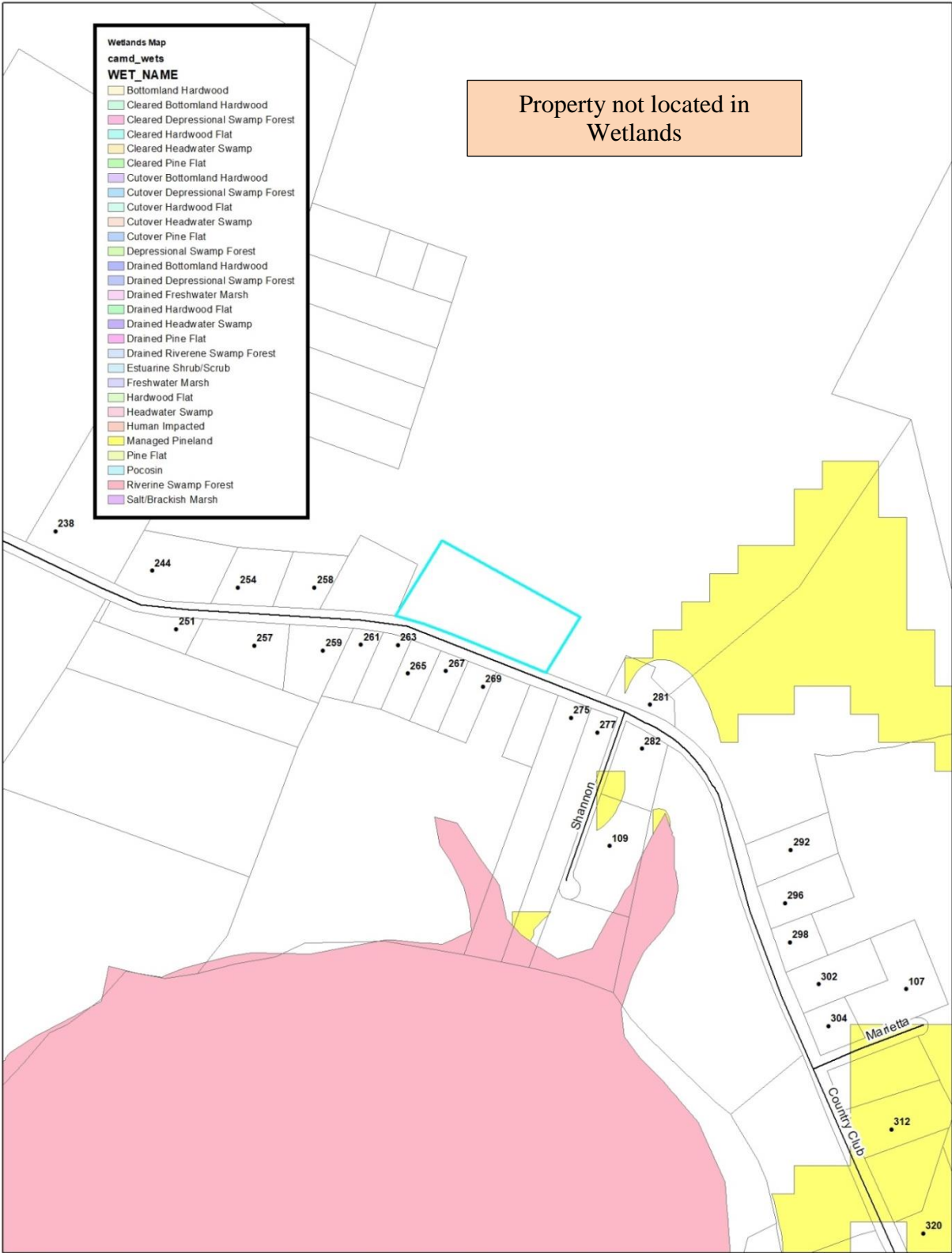
Attachment: Country Club Rezoning Finding (2759 : Rezoning Request Tonter Investments, Inc.)

Zoning Map:



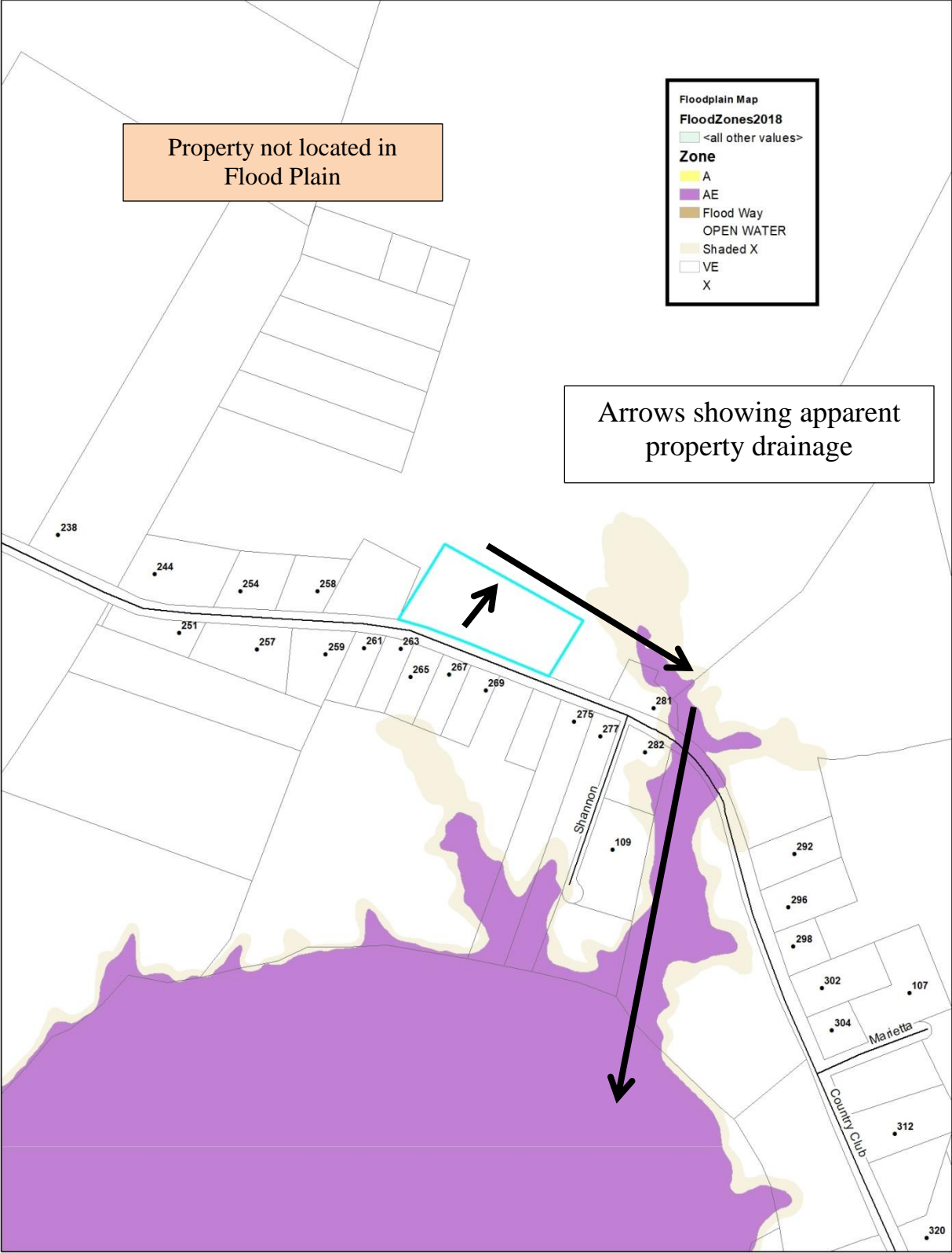
Attachment: CountryClubRezoningFinding (2759 : Rezoning Request Tonter Investments, Inc.)

Wetlands Map



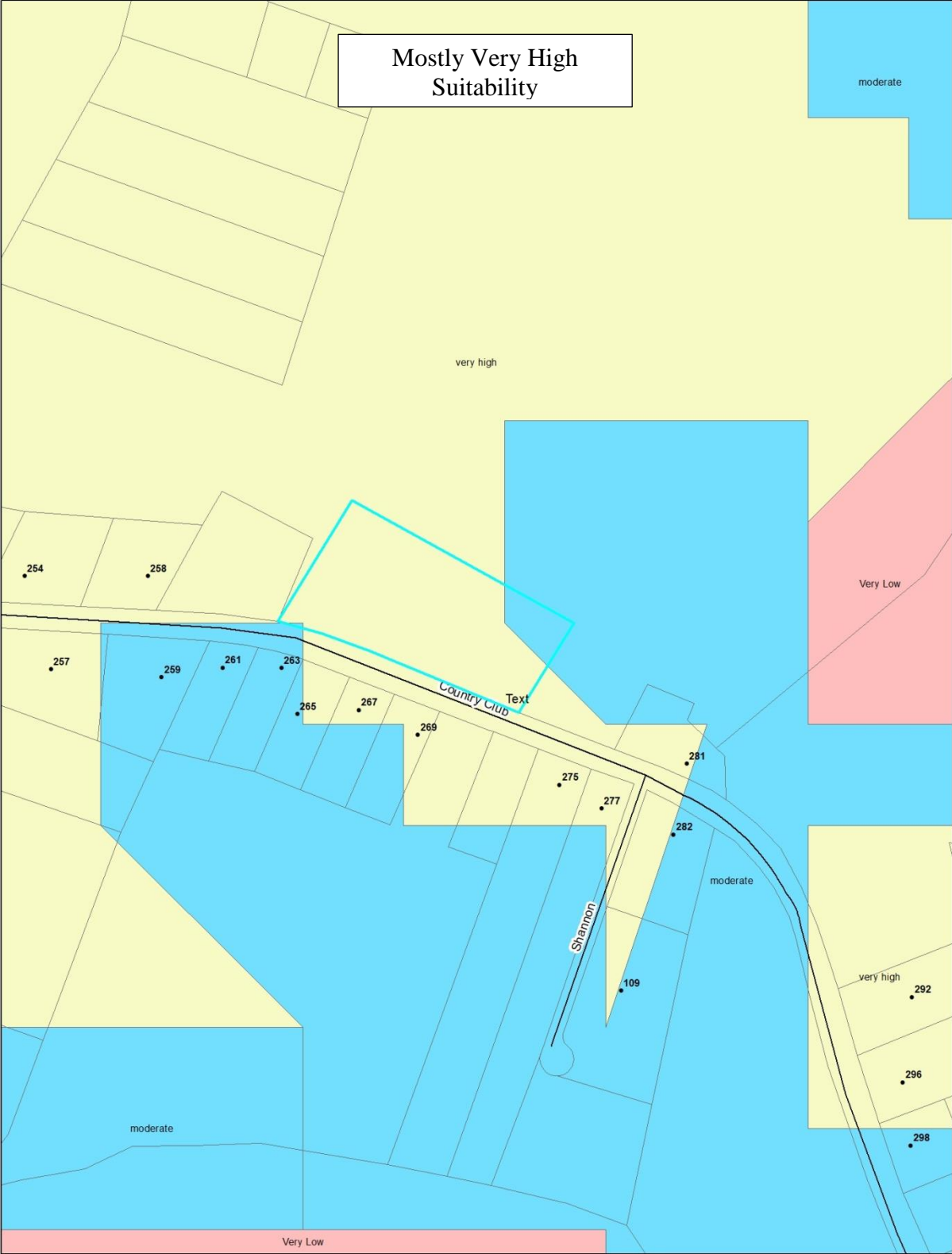
Attachment: CountryClubRezoningFinding (2759 : Rezoning Request Tonter Investments, Inc.)

Floodplain Map



Attachment: CountryClubRezoningFinding (2759 : Rezoning Request Tonter Investments, Inc.)

CAMA Land Suitability Map:



Attachment: CountryClubRezoningFinding (2759 : Rezoning Request Tonter Investments, Inc.)

CAMA Future Land Use Map



Attachment: CountryClubRezoningFinding (2759 : Rezoning Request Tonter Investments, Inc.)

Comprehensive Plan Future Land Use Map



Attachment: CountryClubRezoningFinding (2759 : Rezoning Request Tontor Investments, Inc.)

SITE DATA

Lot size: Approximately 3 acres.
Flood Zone: X
Zoning District(s): Rural Residential (RR)
Existing Land Uses: Vacant-Farmland

Adjacent Zoning & Uses:

	North	South	East	West
Zoning	Rural Residential (RR)	Neighborhood Residential (NR)	Rural/Neighborhood Residential (RR/NR)	Rural/Neighborhood Residential (RR/NR)
Use & size	Farmland	Residential Lots	Residential Lots/ Farmland	Residential Lots/ Farmland

Proposed Use(s) - Residential Lots

Description/History of property: Property is located adjacent to Courthouse Core Village on Country Club Road. Property has been farmed.

ENVIRONMENTAL ASSESSMENT

Streams, Creeks, Major Ditches:

Distance & description of nearest outfall: It appears the property drains to an easement on the north side in farm field. The flow continues behind 281 Country Club Rd, then crossing Country Club east of Sharon Lane flowing south to Pasquotank River.

Attachment: CountryClubRezoningFinding (2759 : Rezoning Request Tonter Investments, Inc.)

INFRASTRUCTURE & COMMUNITY FACILITIES

Water	Water lines are located adjacent to property along Country Club Rd.
Sewer	Not available.
Fire District	South Camden Fire District.
Schools	Proposed zoning will have minimal impact on Schools.
Traffic	Proposed zoning will have minimal impact on Traffic

PLANS CONSISTENCY

CAMA Land Use Plan Policies & Objectives:

Consistent **Inconsistent**

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

2035 Comprehensive Plan

Consistent **Inconsistent**

While the current Rural Residential Zoning requires a minimum of two acres, the proposed zoning change is consistent as the County’s Comprehensive Plan (Adopted 2012) as the Future Land Use Map shows the property to be Rural Residential of 1-2 acres.

Comprehensive Transportation Plan

Consistent **Inconsistent**

Property abuts Country Club Road.

Other Plans officially adopted by the Board of Commissioners

N/A

Attachment: CountryClubRezoningFinding (2759 : Rezoning Request Tonter Investments, Inc.)

FINDINGS REGARDING ADDITIONAL REQUIREMENTS:

Yes No

Will the proposed zoning change enhance the public health, safety or welfare?

Reasoning: The proposed zoning change will allow moderate density residential uses near the Core Village to support commercial development.

Yes No

Is the entire range of permitted uses in the requested classification more appropriate than the range of uses in the existing classification?

Reasoning: The proposed zoning will allow for moderate density residential uses.

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

Yes No

Is this an expansion of an adjacent zoning district of the same classification? N/A

Reasoning:

Yes No

What extraordinary showing of public need or demand is met by this application? N/A

Reasoning:

Attachment: CountryClubRezoningFinding (2759 : Rezoning Request Tonter Investments, Inc.)

Will the request, as proposed cause serious noise, odors, light, activity, or unusual disturbances?

Yes No

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

Does the request impact any CAMA Areas of Environmental Concern?

Yes No

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

Does the county need more land in the zoning class requested?

Yes No

Reasoning: In the appropriate location, this would include the 1 mile buffer adjacent to the Core Village. This parcel is just outside the Courthouse Core Village Area.

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

Yes No

Reasoning: Moderate density residential development areas would enhance the area adjacent to all Core Villages within Camden County.

Attachment: CountryClubRezoningFinding (2759 : Rezoning Request Tonter Investments, Inc.)

Yes No **Will not exceed the county’s ability to provide public facilities:**

The proposed zoning will have minor impact on all public facilities, it is only 3 acres.

Schools Projected students maximum 1.956 (3 x 0.6521) and minimum student 1.304 (2 x 0.6521)

Fire and Rescue – Minimal impact.

Law Enforcement – Minimal impact.

Parks & Recreation – Minimal impact.

Traffic Circulation or Parking – Minimal impact.

Other County Facilities – Minimal impact.

Yes No **Is This A Small Scale “Spot” Rezoning Request Requiring Evaluation Of Community Benefits?**

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

	Personal Benefits/Impact	Community Benefits/Impact
With rezoning		
Without rezoning		

STAFF COMMENTARY:

The applicant seeks to subdivide the three acre parcel thus providing moderate density residential development area adjacent to Core Village. The property is located in an area that is supported by both the CAMA and Comprehensive Plans Future Land Use Maps as neighborhood residential development.

Attachment: CountryClubRezoningFinding (2759 : Rezoning Request Tonter Investments, Inc.)

Consistency statement:

The requested zoning change is consistent with both the CAMA and Comprehensive Future Land Use Maps that reflect allowing an increased density in residential development in targeted areas of the County.

Recommendation:

Planning Staff recommends approval of the Rezoning Application (UDO 2020- 05-32) to rezone three acres from Rural Residential (RR) to Neighborhood Residential (NR).



Zoning Map Amendment Application

OFFICIAL USE ONLY:
 UDO Number: 2020-05-32
 Date Filed: 5/20/2020
 Amount Paid: \$1650
 Received By: AYC

Contact Information

APPLICANT		PROPERTY OWNER	
Name:	<u>Timmons Group</u>	Name:	<u>Tonter Investments, Inc.</u>
Address:	<u>1805 W City Dr., Unit E</u> <u>Elizabeth City, NC 27909</u>	Address:	<u>PO Box 66</u> <u>Currituck, NC 27929</u>
Telephone:	<u>252-621-5030</u>	Telephone:	<u>252-207-8483</u>
Fax:	<u>252-562-6974</u>	Fax:	<u>N/A</u>
Email:	<u>eddie.hyman@timmons.com</u>	Email:	<u>N/A</u>
LEGAL RELATIONSHIP OF APPLICANT TO PROPERTY OWNER:		<u>Client/Surveyor</u>	

Property Information

Physical Street Address: Lies between 258 and 281 Country Club Road on the North side
 Location: of Country Club Road; 0.75 miles east of Seymour Drive.
 Parcel ID Number(s): 028934048117270000
 Total Parcel(s) Acreage: 3.00 Acres
 Existing Land Use of Property: Agriculture

Request

Current Zoning of Property: Rural Residential Proposed Zoning District: Neighborhood Residential
 Total Acreage for Rezoning: 3.00 Are you rezoning the entire parcel(s): Yes No
 Metes and Bounds Description Provided: Yes No
 Community Meeting, if applicable: Date Held: _____; Location: _____

I, the undersigned, do certify that all of the information presented in this application is accurate to the best of my knowledge, information, and belief. Further, I hereby authorize county officials to enter my property for purposes of determining zoning compliance. All information submitted and required as part of this application process shall become public record.

 Property Owner(s)/Applicant

5-18-20

 Date

Note: Form must be signed by the owner(s) of record, contract purchaser(s), or other person(s) having a recognized property interest. If there are multiple property owners/applicants, a signature is required for each.

Attachment: UDO2020-05-32_ZoningApplicationCountryClub (2759 : Rezoning Request Tonter Investments, Inc.)

Zoning Change Application Questions

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

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

A favorable rezoning decision will encourage residential development within an area already established as a higher density neighborhood. The proposed 40,000 Sq. Ft. lots will be of similar size as the lots across the street. For the majority of home owners, a 3 acre lot is too large and becomes a burden to maintain.

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

Yes, since this parcel is contiguous to the requested zone, the allowable uses will match those in the neighborhood.

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

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

N/A

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

N/A

Doc No: 209085
 Recorded: 05/14/2020 10:03:17 AM
 Fee Amt: \$26.00
 Excise Tax: \$66.00
 Camden County North Carolina
 Tammie Krauss, Register of Deeds
 BK 389 PG 726 - 728 (3)

NORTH CAROLINA GENERAL WARRANTY DEED

Excise Tax:

Parcel Identifier No. 02-8934-04-81-1727-0000 Verified by Camden County on the 14 day of May, 2020
 By: JD 196-21 33,000.00 / 330.00 pt pp no deling. Tax-App-5-14-20

Mail/Box to: WILLIAM H. MORGAN, JR., 410 East Main Street, Elizabeth City, NC 27909

This instrument was prepared by: WILLIAM H. MORGAN, JR., 410 East Main Street, Elizabeth City, NC 27909

Brief description for the Index: 3 ACRES, COUNTRY CLUB ROAD

THIS DEED made this 11th day of May, 2020, by and between

GRANTOR
 BETH D. FLYTHE, GERHARDT H. WESNER, JR. and
 ROSE W. KORNEGAY, Trustees of
 CAMDEN UNITED METHODIST CHURCH,
 An Unincorporated Association
 197 NC Highway 343 South
 Camden, NC 27921

GRANTEE
 TONTER INVESTMENTS, INC.,
 A NC Corporation
 P.O. Box 66
 Currituck, NC 27929

Enter in appropriate block for each Grantor and Grantee: name, mailing address, and, if appropriate, character of entity, e.g. corporation or partnership.

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

WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot, parcel of land or condominium unit situated in the City of _____, _____ Courthouse Township, _____ Camden County, North Carolina and more particularly described as follows:

SEE ATTACHED "EXHIBITA" WHICH IS INCORPORATED HEREIN BY REFERENCE.

The property hereinabove described was acquired by Grantor by instrument recorded in Book 270 page 501.
 All or a portion of the property herein conveyed includes or X does not include the primary residence of a Grantor.

A map showing the above described property is recorded in Plat ~~BOOK~~ 6 ~~page~~ 130 & 131.
 Cabinet Slides
 Page 1 of 2

Attachment: Deed Book 389 Page 726 (2799 - Reopening Request Toner Investments, Inc.)

“EXHIBIT A”
CAMDEN UNITED METHODIST CHURCH TO TONTER INVESTMENTS, INC.
LEGAL DESCRIPTION

All that certain tract or parcel of land, containing 3.00 acres, as shown and delineated on that certain plat entitled in part, “1 Lot Minor Subdivision For Franklin Williams and Mary L. Williams”, said plat being prepared by Hyman & Robey, Surveyors and Engineers, under date of December 15, 2008, which plat is recorded in Plat Cabinet 6, at Slides 130 and 131, of the Camden County Registry, and said plat is incorporated herein by reference for a more particular description of the tract of land described herein.

This conveyance is made subject to the following perpetual restriction, which shall run with the land and shall be binding upon all persons hereafter owning the lands herein conveyed: The owner of the 3.00 acre parcel described herein shall at all times be responsible for maintaining the existing ditch lying 30 feet, more or less, northeast of and parallel to the northeast boundary of said tract, so as to allow for proper drainage of stormwater through said existing ditch, and to ensure that said drainage is adequate under approved Camden County drainage requirements and local Health Department requirements, as established in drainage plan recorded in Plat Cabinet 6, at Slide 131, of the Camden County Registry, which plan is incorporated herein by reference. Further, the Grantors, and their successors in interest, do hereby grant to the Grantees, and their successors in interest, a perpetual non-exclusive easement, 30 feet in width, lying southwestward of and parallel with the centerline of said ditch so as to allow for the construction of and maintenance of such drainage facilities as may be approved under Camden County requirements and local Health Department requirements.

And being the same tract of land conveyed to the Trustees of Camden United Methodist Church, an Unincorporated Association, by deed dated December 29, 2008, December 30, 2008, in Deed Book 270, at Page 501, of the Camden County Registry.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

And the Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever, other than the following exceptions:

Easements, reservations, restrictions, and rights of way of record.

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

CAMDEN UNITED METHODIST CHURCH (SEAL)

By: Beth D. Flythe (Entity Name) Print/Type Name: _____ (SEAL)

Print/Type Name & Title: BETH D. FLYTHE, Trustee Print/Type Name: _____ (SEAL)

By: Gerhardt H. Wesner - Print/Type Name & Title: GERHARDT H. WESNER, JR., Trustee Print/Type Name: _____ (SEAL)

Print/Type Name & Title: GERHARDT H. WESNER, JR., Trustee Print/Type Name: _____ (SEAL)

By: Rose W. Kornegay Print/Type Name & Title: ROSE W. KORNEGAY, Trustee Print/Type Name: _____ (SEAL)

Print/Type Name & Title: ROSE W. KORNEGAY, Trustee Print/Type Name: _____ (SEAL)

State of _____ - County or City of _____

I, the undersigned Notary Public of the County or City of _____ and State aforesaid, certify that _____ personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this _____ day of _____, 20____.

My Commission Expires: _____ Notary Public (Affix Seal) Notary's Printed or Typed Name

State of _____ - County or City of _____

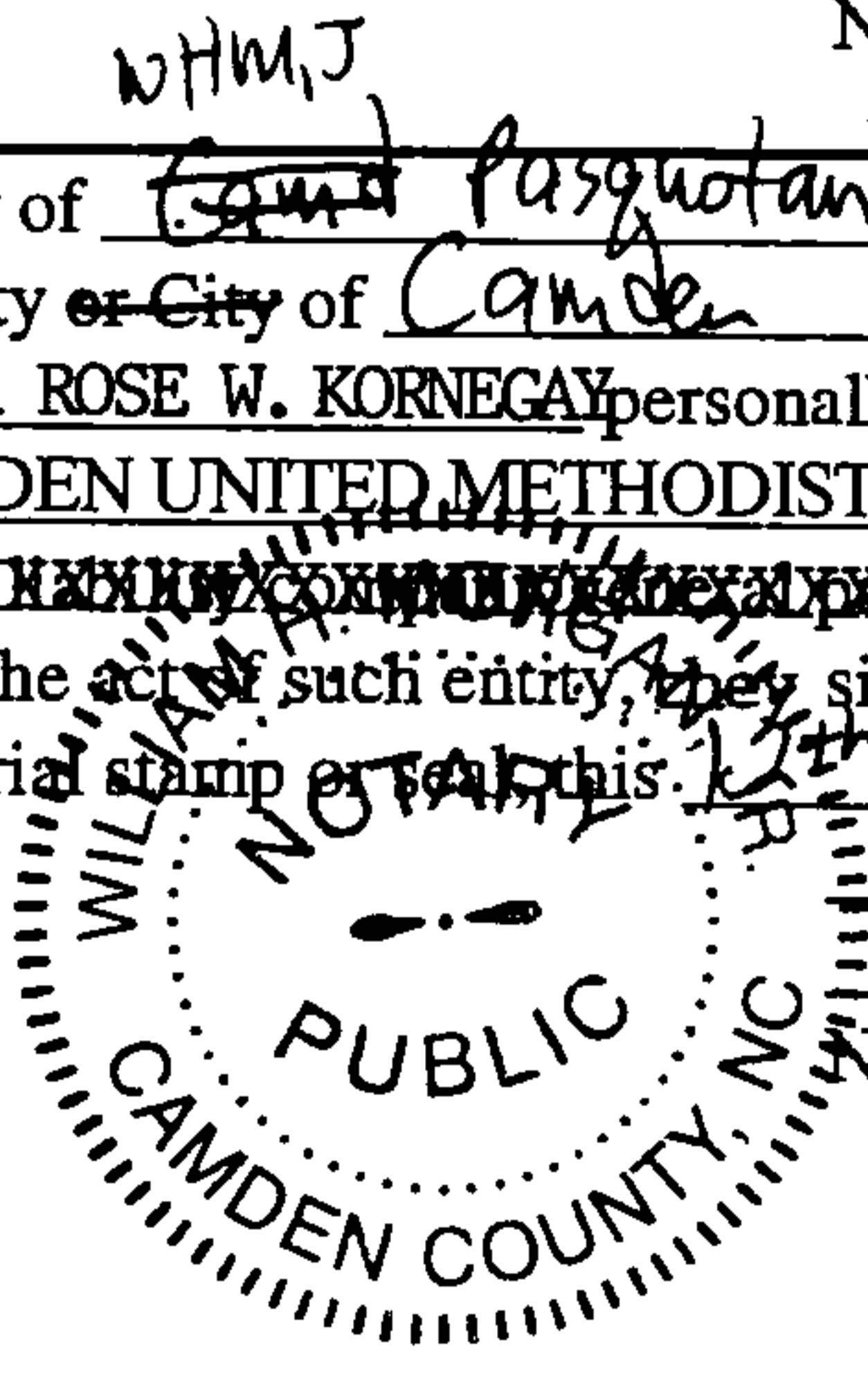
I, the undersigned Notary Public of the County or City of _____ and State aforesaid, certify that _____ personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this _____ day of _____, 20____.

My Commission Expires: _____ Notary Public (Affix Seal) Notary's Printed or Typed Name

State of North Carolina - County or City of ^{W.H.M.J} ~~Camden~~ Pasquotank

I, the undersigned Notary Public of the County or City of Camden and State aforesaid, certify that BETH D. FLYTHE., GERHARDT H. WESNER, JR. and ROSE W. KORNEGAY personally came before me this day and acknowledged that they are the Trustees of CAMDEN UNITED METHODIST CHURCH, an Unincorporated association ~~XXXXXX~~ (strike through the inapplicable), and that by authority duly given and as the act of such entity, they signed the foregoing instrument in its name on its behalf as its act and deed. Witness my hand and Notarial stamp or seal this 12th day of May, 2020.

My Commission Expires: April 10, 2024 William H. Morgan, Jr. Notary Public (Affix Seal) Notary's Printed or Typed Name



Attachment: Deed Book 389 Page 728 (2789 - Recording Request Toner Investments, Inc.)

**Camden County, North Carolina
Principal Use Table, District Comparison
Conservation & Protection Vs. Working Lands**

4.C.f

Use Class / Main Category / Category	"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited	RR	NR
Agricultural			
AGRICULTURE/HORTICULTURE			
<p>The Agriculture/Horticulture Use Category is characterized by general agricultural activities taking place on lands that are not bona fide farms in as identified in Section 1.5.4, Exemptions. The range of uses includes the cultivation and production of orchard, garden, or nursery crops on a small or large scale, the production of field grown crops, specialty crops, flowers, fruit, grapes, market gardening, nursery stock, nuts, ornamental plants, sod, vegetables, and similar horticultural uses. The use category also includes agronomy, biotechnical agriculture (including education parks for biotechnical agriculture or a demonstration farm), and similar uses, but does not include the keeping of livestock or other animal husbandry uses. Accessory uses may include offices, storage areas, and repair facilities related to agriculture uses.</p>			
<p><i>All Agriculture/ Horticulture Uses</i> <i>See use category definition.</i></p>		P	
ANIMAL HUSBANDRY			
<p>The Animal Husbandry Use Category is characterized by the commercial and non-commercial propagation, rearing, exercising, feeding, milking, housing, controlling, handling, or general care of living animals. Examples of Animal Husbandry Use Types include the raising and production of cattle (beef and dairy), pigs, mules, ducks, horses, goats, poultry, sheep, and similar livestock or domesticated animals. Animal husbandry also includes commercial apiaries, aquaculture, and fisheries. Breeding and rearing of animals typically thought of as household pets (e.g., dogs, cats, small rodents, etc.) is not animal husbandry.</p>			
<p><i>Animal Husbandry Uses (excluding stockyards and slaughterhouses)</i> <i>See use category definition.</i></p>			
<p><i>Stockyard/Slaughterhouse</i> <i>A site where livestock is stored and butchered for food or products.</i></p>			
AGRICULTURAL SUPPORT			
<p>The Agricultural Support Use Category includes use types that provide support and services to uses directly engaged in agricultural, horticultural, and animal husbandry activities. Agricultural support uses are related to agricultural activities, but may not be proximate to or directly involved with agricultural production.</p>			
<p><i>Agricultural Research Facility</i> <i>A facility for the investigation, testing, and demonstration of agricultural products and processes, including biotechnical agriculture, veterinary, soil, plant, and animal sciences.</i></p>			
<p><i>Agri-Education/ Agri-Entertainment</i> <i>Agri-education facilities are used for the investigation, testing, or demonstration of, or for training or educating persons in, products and processes related to agriculture, horticulture, or animal husbandry, including biotechnical agriculture, veterinary, soil, plant, and animal sciences. Agri-entertainment events and activities allow for recreation, entertainment and tourism in conjunction with an agricultural use. Examples include wineries, petting zoos, hay rides, and corn mazes.</i></p>		S	
<p><i>Distribution Hub for Agriculture Products</i> <i>A commercial establishment where farmers can deliver agricultural products for pick-up by wholesalers or firms involved in processing of agricultural products, but not delivery directly to consumers.</i></p>			
<p><i>Equestrian Facility</i> <i>A facility associated with the keeping of horses or ponies as domesticated animals or pets. Such uses include stalls, feeding areas, paddocks, haylofts, corrals, and other similar outdoor exercise/instruction/performance areas.</i></p>		S	
<p><i>Farm Machinery Sales, Rental, or Service</i> <i>An establishment engaged in the sale, rental, and/or service of equipment normally or routinely used on farms and in gardens, and related parts, tools and accessories, but not non-farm equipment or materials.</i></p>			

Attachment: PrincipleUseComparisonFullReport (2759 : Rezoning Request Tonter Investments, Inc.)

**Camden County, North Carolina
Principal Use Table, District Comparison
Conservation & Protection Vs. Working Lands**

Use Class / Main Category / Category	"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited	RR	NR
<i>Farmers Market</i> <i>A use which includes the sale of horticulture or agriculture products, including nursery stock, perennial, annuals, bulbs, mulch, compost, dried flowers, Christmas trees and greens, fresh produce, honey, cider, and similar agriculture products by more than one vendor. The use may or may not include a permanent building.</i>		S	
<i>Roadside Market</i> <i>A permanent retail establishment engaged in the retail sale or resale of agricultural products and seafood produced on site or in adjacent waters.</i>			

Residential

HOUSEHOLD LIVING USES

Household living includes use types that provide for the residential occupancy of a dwelling unit by a household. Tenancy is arranged on a month-to-month or longer basis. Accessory uses commonly associated with household living are recreational activities, raising of pets, hobbies, and parking of the occupants' vehicles.

<i>Bungalow Court</i> <i>A series of between two and 12 single-family detached homes configured as a cohesive development that incorporates smaller lot sizes, reduced setbacks, shared access-ways, and where each home complies with the residential design guidelines in this Ordinance.</i>			
<i>Duplex</i> <i>A single structure comprised of two dwelling units that share common vertical walls or horizontal floors/ceilings. The dwelling units may be on their own lots or on a single lot.</i>			
<i>Live/Work Dwelling</i> <i>A structure or portion of a structure combining a dwelling unit with an integrated nonresidential ground-level workspace typically used by one or more residents of the dwelling.</i>			
<i>Manufactured Home</i> <i>A dwelling on its own lot constructed after June 15, 1976 that is composed of one or more components, each of which was substantially assembled in a manufacturing plant and designed to be transported on its own chassis. It bears a valid seal indicating conformance with the construction standards promulgated by the US Department of Housing and Urban Development that were in effect at the time of its construction.</i>			P
<i>Manufactured Home or Mobile Home Park</i> <i>A site where two or more manufactured or mobile homes are located on individual leaseholds or other divisions of land under common ownership. The park may include additional accessory uses such as recreation facilities, shared laundry facilities, storage, and parking.</i>			
<i>Mobile Home</i> <i>A factory-built dwelling on its own lot constructed prior to June 15, 1976, to State code standards, not those adopted by the US Department of Housing and Development on June 15, 1976.</i>		S	
<i>Multi-Family</i> <i>A dwelling comprised of five or more dwelling units that share common vertical walls or horizontal floors/ceilings (or both) that are not on individual lots. Examples include apartments and condominiums.</i>			
<i>Pocket Neighborhood</i> <i>A cohesive development of at least four but no more than 12 single-family detached dwellings, each on their own lot, located around a common open space and served by either on-street, on-site, or shared off-street parking. Each home fronts the common open space, and is configured with a front porch and windows on the front facade.</i>			P
<i>Quadraplex</i> <i>A single structure comprised of four individual dwelling units that share common vertical walls or horizontal floors/ceilings located on a single lot.</i>			

Attachment: PrincipleUseComparisonFullReport (2759 : Rezoning Request Tontor Investments, Inc.)

**Camden County, North Carolina
Principal Use Table, District Comparison
Conservation & Protection Vs. Working Lands**

Use Class / Main Category / Category	"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited	RR	NR
<p><i>Single-Family Attached</i> A dwelling unit that is physically attached to one or more dwelling units, each on its own lot. Individual lots may or may not be surrounded by a larger tract that incorporates shared parking, recreation feature, or access. The larger tract may or may not be owned in common by the landowners of individual lots. Examples include townhouses, patio homes, and row houses.</p>			
<p><i>Single-Family Detached</i> A dwelling containing one dwelling unit that is occupied by one family and that is not physically attached to any other principal structure on an individual lot. This term includes modular homes. For regulatory purposes, this term does not include manufactured dwellings, recreational vehicles, or other forms of temporary or portable housing.</p>	P		P
<p><i>Triplex</i> A single structure comprised of three dwelling units that share common vertical walls or horizontal floors/ceilings located on a single lot.</p>			
<p><i>Upper Story Residential</i> A dwelling unit located on a floor above a nonresidential use.</p>			
<p>GROUP LIVING Group Living includes use types that provide for the residential occupancy of a building by a group. The occupancy of the building may be larger than found in Household Living. Tenancy is arranged on a monthly or longer basis. Generally, group living development has a common eating area for residents. The residents may receive care, training, or treatment. Accessory uses may include recreational facilities, dining facilities, and parking of vehicles for occupants and staff.</p>			
<p><i>Dormitory</i> A residential facility established directly or indirectly in association with a college, business college, trade school, or university for the purpose of housing students registered and attending the institution. Typically, it includes bedrooms with shared bathrooms and other shared living spaces. A private dormitory may contain food preparation and eating facilities primarily for the use of its occupants.</p>			
<p><i>Family Care Home</i> A home for six or fewer persons that provides room and board, personal care, and habilitation services in a family environment for the residents, who have a temporary or permanent physical, emotional, or mental disability (including, but not limited to, mental retardation, cerebral palsy, epilepsy, autism, hearing and sight impairments, emotional disturbances, and orthopedic impairments, but not including mentally ill persons who are dangerous to others as defined in North Carolina General Statutes Section 122C-3(11)b.)</p>	P		P
<p><i>Group Home</i> A home for seven or more persons that provides room and board, personal care, and habilitation services for the residents, who have a temporary or permanent physical, emotional, or mental disability.</p>	S		
<p><i>Rooming House</i> A dwelling that provides rental accommodations to tenants in up to five individual rooms for periods of one week or longer. The dwelling is accessed by a shared entry with a common kitchen. Meals may be provided to the tenants.</p>			

Attachment: PrincipleUseComparisonFullReport (2759 : Rezoning Request Tontier Investments, Inc.)

**Camden County, North Carolina
Principal Use Table, District Comparison
Conservation & Protection Vs. Working Lands**

4.C.f

Use Class / Main Category / Category	"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited	RR	NR
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Institutional

COMMUNITY SERVICES

The Community Services Use Category includes use types of a public, charitable, non-profit, or for-profit nature that provide a local service to people of the community. Generally, such uses provide ongoing continued service on-site or have employees at the site on a regular basis. Community centers or facilities that have membership provisions that are open to the general public (for instance, any senior citizen could join a senior center) are included in the Community Services Use Category. The use type may provide special counseling, education, or training of a public, nonprofit, or charitable nature. Accessory uses may include offices, meeting, food preparation, parking, health, and therapy areas; and athletic facilities. Parks are not considered Community Services; they are classified as Parks and Open Areas.

<p><i>Community Center</i> A public building to be used as a place of meeting, recreation, or social activity and not operated for profit.</p>			
<p><i>Cultural Facility</i> Establishments such as zoological gardens, conservatories, planetariums, or other similar uses of an historic, educational, or cultural interest, which are not operated for profit.</p>			
<p><i>Library</i> A public facility for the use, but not sale, of literary, historical, scientific, musical, artistic, or other reference materials.</p>			
<p><i>Museum</i> A building serving as a repository for a collection of natural, scientific, historical, or literary curiosities or works of art, and arranged, intended, and designed to be used by members of the public for viewing, with or without an admission charge, and which may include as an accessory use the limited retail sale of goods, services, or products such as prepared food to the public.</p>			
<p><i>Senior Center</i> A facility typically for use by citizens of 62 years of age, or older, dedicated to the provision of services, activities, or facilitation of interaction between older citizens and the community at large. Such centers may be publicly or privately-owned, but are not operated for a profit.</p>			
<p><i>Youth Club Facility</i> A boys' club, a girls' club, or any other non-profit facility that is not a school but which provides entertainment, recreation, crafts, tutorials or other quality of life enhancements for minors.</p>			

DAY CARE

The Day Care Use Category is characterized by use types that provide care, protection, and supervision for children or adults on a regular basis away from their primary residence, and typically for less than 24 hours per day. Care can be provided during daytime or nighttime hours. Accessory uses include offices, food preparation, recreation areas, and parking. The Day Care Use Category does not include incidental child care within a primary residence, drop-in or short-term day care provided in connection with employment or shopping center, recreational facility, religious institution, hotel, or other principal use, where children are temporarily cared for while parents or guardians are employed part-time or temporarily occupied on the premises or in the immediate vicinity.

<p><i>Adult Day Care Center</i> A program operated in a structure other than a single-family dwelling that provides group care and supervision on a less than 24-hour basis, and in a place other than their usual place of abode, to adults 18 years or older who may be physically or mentally disabled, and which is certified or approved to operate by the State of North Carolina.</p>			
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Attachment: PrincipleUseComparisonFullReport (2759 : Rezoning Request Tontier Investments, Inc.)

**Camden County, North Carolina
Principal Use Table, District Comparison
Conservation & Protection Vs. Working Lands**

Use Class / Main Category / Category	"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited	RR	NR
<p><i>Child Care Center</i></p> <p><i>A commercial or non-profit use licensed by the State where, at any one time, three or more children under the age of 13 receive child care in a building other than a residence on a regular basis from persons other than their guardians, full-time custodians, or persons related to them by blood, marriage, or adoption. Such uses may also involve the provision of educational services in preparation for elementary school. This definition does not include incidental child care, cooperative arrangements among parents, or drop-in or short-term child care provided while parents work part-time or participate in other activities on the premises.</i></p>			
<p>EDUCATIONAL FACILITIES</p> <p>The Educational Facilities Use Category includes use types such as public and private schools at the elementary, middle, or high school level that provide state-mandated basic education or a comparable equivalent. This use category also includes colleges, universities, and other institutions of higher learning such as vocational or trade schools that offer courses of general or specialized study leading to a degree or certification. Accessory uses at schools include offices, play areas, cafeterias, recreational and sport facilities, auditoriums, and before- or after-school day care. Accessory uses at colleges or universities include offices, dormitories, food service, laboratories, health and sports facilities, theaters, meeting areas, athletic fields, parking, maintenance facilities, and supporting commercial.</p>			
<p><i>Major</i></p> <p><i>A public or private institution for post-secondary education operating in buildings owned or leased by the institution and engaged in classroom instruction, residential units, administrative offices, and other functions which further the educational mission of the institution.</i></p>			
<p><i>Moderate</i></p> <p><i>An educational institution that provides secondary education such as a high school or a middle school. Accessory uses may include offices, play areas, cafeterias, sports facilities, and bus parking areas.</i></p>			
<p><i>Minor</i></p> <p><i>An educational institution that provides elementary education such as an elementary or nursery school as well as a small-scale secondary education facility limited to 75 students or less. Accessory uses may include offices, play areas, cafeterias, sports facilities, and bus parking areas.</i></p>		S	P
<p>GOVERNMENT FACILITIES</p> <p>The Government Facilities Use Category includes use types that provide for the general operations and functions of local, state, or federal governments. Accessory uses include maintenance, storage (indoor and outdoor), fueling facilities, satellite offices, and parking areas.</p>			
<p><i>Government Office</i></p> <p><i>An office of a governmental agency that provides administrative and/or direct services to the public, such as, but not limited to, employment offices, public assistance offices, or motor vehicle licensing and registration services.</i></p>			
<p><i>Government Maintenance, Storage, or Distribution Facility</i></p> <p><i>A facility housing government shops, maintenance and repair centers, equipment, and outdoor storage yards.</i></p>			
<p>HEALTH CARE FACILITIES</p> <p>The Health Care Facilities Use Category includes use types that provide medical or surgical care and treatment to patients as well as laboratory services. Hospitals and medical treatment facilities offer overnight care, as well as outpatient care. Accessory uses include offices, laboratories, teaching facilities, meeting areas, cafeterias, parking, maintenance facilities, housing for staff or trainees, and limited accommodations for family members. The Health Care Facilities Use Category does not include: Uses that involve provision of residential care for the elderly or disabled, which are classified as Institutions; or Uses that provide exclusive care and planned treatment or training for psychiatric, alcohol, or drug problems, where patients are residents and participants in a program, which are considered Institutions.</p>			

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**Camden County, North Carolina
Principal Use Table, District Comparison
Conservation & Protection Vs. Working Lands**

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<p><i>Drug or Alcohol Treatment Facility</i> Inpatient facility which provides care for persons with drug and/or alcohol dependency problems and which may include outpatient follow-up care to the facility's patients.</p>			
<p><i>Hospital</i> An institution specializing in giving clinical, temporary, and emergency services of a medical or surgical nature to human patients and injured persons, that is licensed by state law to provide facilities and services in surgery, obstetrics, or general medical practice. Such institutions may include in-patient medical or surgical care for the sick or injured and related facilities such as laboratories, out-patient departments, training facilities, central services facilities, and staff offices that are an integral part of the facilities.</p>			
<p><i>Medical Treatment Facility</i> A small-scale facility which may or may not be located in a converted dwelling or residence where patients are admitted for examination and treatment by one or more physicians, dentists or psychologists. Patients may or may not receive care or lodging overnight. Such facilities may include sleeping rooms for care workers and members of patient's families.</p>			
<p>INSTITUTIONS The Institutions Use Category includes use types that provide a variety of facilities, including buildings that provide meeting areas for religious activities, civic or fraternal club activities, housing and care for the elderly, and housing related to treatment programs or post-incarceration. Accessory uses include school facilities, limited medical treatment facilities, kitchens/cafeterias, recreation areas, offices, meeting rooms, parking, and staff residences.</p>			
<p><i>Assisted Living Facility</i> A building, section or distinct part of a building, private home, boarding home, home for the aged, or other residential facility, whether operated for profit or not, which undertakes through its ownership or management to provide housing, meals, health care assistance, and one or more personal services for a period exceeding 24 hours to one or more adults who are not relatives of the owner or proprietor. Accessory uses may include dining rooms and infirmary facilities for intermediate or skilled nursing care solely for the use of the occupants residing in the principal facility.</p>		S	
<p><i>Club or Lodge</i> A building and related facilities owned and operated by a corporation, association, or group of individuals established for fraternal, social, educational, recreational, or cultural enrichment of its members and primarily not for profit, and whose members meet certain prescribed qualifications for membership and pay dues.</p>			
<p><i>Halfway House</i> A licensed home for not more than nine juveniles or adult persons on release from more restrictive custodial confinement or initially placed in lieu of such more restrictive custodial confinement, wherein supervision, rehabilitation, and counseling is provided to assist residents back into society, enabling them to live independently.</p>			
<p><i>Nursing Home</i> Any facility or any identifiable component of any facility in which the primary function is the provision, on a continuing basis, of nursing services and health-related services for the treatment and inpatient care of two or more non-related individuals, including facilities known by varying nomenclature or designation such as rest homes, convalescent homes, skilled care facilities, intermediate care facilities, extended care facilities and infirmaries. This does not include the home or residence of any individual who cares for or maintains only persons related to him or her by blood or marriage.</p>			
<p><i>Psychiatric Treatment Facility</i> Inpatient facility which provides care for persons with psychiatric problems and which may include outpatient follow-up care to the facility's patients.</p>			

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<p><i>Religious Institution</i> A structure or place in which worship, ceremonies, rituals, and education are held, together with its accessory buildings and uses (including buildings used for educational and recreational activities), operated, maintained, and controlled under the direction of a religious group. Religious institutions include churches, mosques, synagogues, and temples. Accessory uses may include school facilities, parking, caretaker's housing, pastor's housing, and group living facilities such as convents.</p>			
<p>PARKS AND OPEN AREAS The Parks and Open Areas Use Category includes use types that focus on open space areas largely devoted to vegetative landscaping or outdoor recreation and that tend to have few structures. Accessory uses may include club houses, restrooms, recreational structures, statuary, fountains, maintenance facilities, concessions, parking, and columbaria and mausoleums (as accessory to cemeteries). The Parks and Open Areas Use Category does not include private golf courses; they are classified as Recreation/Entertainment, Outdoor.</p>			
<p><i>Cemetery</i> Institutional or for profit uses intended for the burial of the dead and dedicated for cemetery purposes. This use type may include a mausoleum or columbarium (a structure or vault lined with recesses for cinerary urns), but does not include a crematory or a private cemetery.</p>		S	S
<p><i>Community Garden</i> A private or public facility for cultivation of fruits, flowers, vegetables, or ornamental plants by more than one person.</p>		P	P
<p><i>Park, Public or Private</i> Land used for recreation, exercise, sports, education, rehabilitation, or similar activities, or a land area intended to enhance the enjoyment of natural features or natural beauty, specifically excluding commercially operated amusement parks.</p>		S	S
<p>PUBLIC SAFETY The Public Safety Use Category is characterized by use types that provide public safety services to the general public.</p>			
<p><i>Police, Fire, or EMS Facility</i> A facility for the provision of local rapid response emergency services such as firefighting and mobile medical emergency services, including areas for the storage and maintenance of emergency vehicles, and equipment and facilities for the housing and feeding of emergency personnel while on duty.</p>		S	S
<p><i>Correctional Facility</i> A facility for persons serving a sentence after being found guilty of a criminal offense. Such uses may include cafeterias, housing for facility staff, outdoor storage and maintenance areas, recreational areas, agricultural facilities, and facilities for the production of goods or materials produced for sale.</p>			
<p><i>Security Training Facility</i> A facility located on at least 3,500 contiguous acres which provides the following services; explosives training, driver training (including vehicle maintenance facility to support driver training activities), training operations utilizing fixed and rotary wing aircraft (including parachute operations and training, airstrip and supporting aviation structures, and parachute landing zones), towers that are 100' tall or less that are used in connection with security training, dining facilities, commercial retail and lodging areas, and office, clerical, research and services related to security training operations and services.</p>			
<p>TRANSPORTATION The Transportation Use Category includes use types that provide for the landing and takeoff of airplanes and helicopters, including loading and unloading areas. This use category also includes passenger terminals for surface transportation. Accessory uses include freight handling areas, concessions, offices, parking, maintenance, and fueling facilities. Transit route facilities such as bus stops, bus shelters, and park-and-ride facilities are classified as Utilities.</p>			
<p><i>Airport</i> Any area of land or water designed and set aside for the landing and take-off of aircraft, including all necessary facilities for the housing and maintenance of aircraft.</p>			

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**Camden County, North Carolina
Principal Use Table, District Comparison
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<p><i>Helicopter Landing Facility</i> An area, either on ground level or elevated on a structure, licensed or approved for the landing and takeoff of helicopters and which may include auxiliary facilities such as parking, waiting room, fueling, and maintenance equipment.</p>			
<p><i>Passenger Terminal, Surface Transportation</i> A facility that receives and discharges passengers and at which facilities and equipment required for their operation are provided. Examples include terminals for bus, trolley, taxi, railroad, shuttle van, or other similar vehicular services.</p>			
<p>UTILITIES The Utilities Use Category includes both major utilities, which are infrastructure services that provide regional or community-wide service, and minor utilities, which are infrastructure services that need to be located in or near the neighborhood or use type where the service is provided. Wireless telecommunications towers also are a type of utility. Services may be publicly or privately provided. Accessory uses may include parking and control, offices, monitoring, storage areas, or data transmission equipment. Landfills, recycling and salvage centers, and waste composing uses are considered Waste-Related Services.</p>			
<p><i>Utility, Major</i> Infrastructure services providing regional or community-wide service that normally entail the construction of new buildings or structures such as water towers, waste treatment plants, potable water treatment plants, solid waste facilities, wind energy conversion systems, and electrical substations.</p>		S	S
<p><i>Utility, Minor</i> Infrastructure services that need to be located in or near the neighborhood or use type where the service is provided. Examples of Minor Utilities include water and sewage pump stations, storm water retention and detention facilities, telephone exchanges, and surface transportation uses such as park-and-ride facilities.</p>		P	P
<p>Commercial</p>			
<p>ADULT AND SEXUALLY-ORIENTED BUSINESSES (See Chapter 154 of the Camden County Code of Ordinances for definitions).</p>			
<p><i>All Adult and Sexually-Oriented Businesses</i> (See Chapter 154 of the Camden County Code of Ordinances for definitions.)</p>			
<p>ANIMAL CARE The Animal Sales, Services, and Care Use Category is characterized by uses related to the provision of medical services and treatment to animals, including veterinary services, animal hospitals and the boarding of animals related to the provision of these services. Examples include animal shelters, animal grooming, kennels (outdoor and indoor), animal hospitals, and veterinary clinics.</p>			
<p><i>Major</i> Animal care uses that include outdoor kennels, runs, or exercise areas.</p>			
<p><i>Minor</i> Animal care uses that do not include outdoor kennels, runs, or exercise areas.</p>			
<p>EATING ESTABLISHMENTS The Eating Establishments Use Category includes use types that prepare and sell food and beverages for immediate or direct on- or off-premise consumption. Accessory uses may include bars or cocktail lounges associated with the establishment, decks and patios for outdoor seating, drive-through facilities, facilities for live entertainment or dancing, customer and employee parking areas, and valet parking facilities.</p>			
<p><i>Restaurant, Major</i> An eating establishment that sells alcohol for on-site consumption or includes a drive-through.</p>			

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**Camden County, North Carolina
Principal Use Table, District Comparison
Conservation & Protection Vs. Working Lands**

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<i>Restaurant, Minor</i> An eating establishment that does not sell alcohol or includes a drive-through.			
<i>Bar, Nightclub, or Dance Hall</i> An establishment primarily devoted to the sale of alcoholic beverages for on-site consumption, where the sale of food is incidental. Activities may include dancing or other forms of entertainment (including live performances that are not considered adult entertainment uses) such as billiard tables, darts, and karaoke.			
OFFICES The Office Use Category includes use types that provide for activities that are conducted in an office setting and generally focus on business, professional, or financial services. Accessory uses may include cafeterias, day care facilities, recreational or fitness facilities, parking, supporting commercial, or other amenities primarily for the use of employees in the business or building. Example use types include business and sales offices (such as lenders, banks, brokerage houses, tax preparers, and real estate agents), and professional services (such as doctors, lawyers, accountants, engineers, or architects).			
<i>Major</i> An office use of 3,000 square feet of floor area or more, or where clients or patrons regularly receive services on-site.			
<i>Minor</i> An office use of less than 3,000 square feet of floor area or where clients or patrons do not receive services on-site.			
PARKING, COMMERCIAL The Commercial Parking Use Category includes use types that provide free-standing parking lots and structures that are not accessory to a specific principal use. A fee may or may not be charged. A parking facility that provides both accessory parking for a specific principal use and regular fee parking for people not connected to the principal use is also classified as Commercial Parking. Accessory uses may include small shelters for parking attendants.			
<i>All</i> See use category definition.			
PERSONAL SERVICES An establishment meeting frequent or recurrent service needs of a personal nature, including the repair of small personal items such as shoes, watches, jewelry, and clothing. Examples include laundromats, massage therapy and day spas, laundry and dry-cleaning pick-up and drop-off establishments, banks, savings and loans, credit unions, photography studios, funeral homes and crematoriums, mailing or packaging services, photocopy services, screen printer, barber/beauty shops, and tanning and nail salons.			
<i>Major</i> A personal services establishment with 1,500 square feet of floor area or more.			
<i>Minor</i> A personal services establishment with less than 1,500 square feet of floor area.			
RECREATION/ENTERTAINMENT, INDOOR The Indoor Recreation/Entertainment Use Category includes use types that are privately owned and provide recreation or entertainment activities in an enclosed structure or structures. Accessory uses may include offices, concessions, snack bars, parking, and maintenance facilities. Example use types include country clubs, indoor commercial recreation uses (including bowling alleys, game rooms, dancehalls, and skating rinks), and theaters (including cinemas, screening rooms, and stages).			
<i>Major</i> Indoor recreation/entertainment uses with 2,500 square feet of floor area or more, or where the use is expected to generate more than 200 vehicle trips per day according to the Institute of Transportation Engineer's most recent trip generation rate manual.			

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<p><i>Minor</i></p> <p><i>Indoor recreation/entertainment uses with less than 2,500 square feet of floor area, or where the use is expected to generate less than 200 vehicle trips per day according to the Institute of Transportation Engineer's most recent trip generation rate manual.</i></p>			
<p>RECREATION/ENTERTAINMENT, OUTDOOR</p> <p>The Outdoor Recreation/Entertainment Use Category includes use types that are large, generally commercial, and provide continuous recreation or entertainment-oriented activities that primarily take place outdoors. They may take place in a number of structures that are arranged together in an outdoor setting. Accessory uses may include concessions, parking, and maintenance facilities. Example use types include privately-owned arenas, amphitheaters, or stadiums, outdoor commercial recreation uses (including private golf driving ranges and privately-owned miniature golf facilities; go-cart racing; race tracks; drive-in movie theaters; privately-owned outdoor commercial tourist attractions; and privately-owned active sports facilities such as ball fields, courts, and archery ranges), athletic facilities, private golf courses, and outdoor swimming pools (private).</p>			
<p><i>Major</i></p> <p><i>Outdoor recreation/entertainment uses that involve the operation of machinery by patrons or that have the potential to generate significant amounts of noise while in operation.</i></p>			
<p><i>Minor</i></p> <p><i>Outdoor recreation/entertainment uses do not involve the operation of machinery by patrons or that do not have the potential to generate significant amounts of noise while in operation. Uses engaged in the discharge of firearms are firing ranges.</i></p>			
<p><i>Firing Range</i></p> <p><i>A commercial establishment configured for the purpose of shooting at targets by rifles, pistols, shot guns, or archery. Firing ranges do not include uses with hunting leases or involved in the operation of air rifles (e.g., paintball establishments). Accessory uses include a club house, ammunition sales, and repair services.</i></p>			
<p><i>Water-Related Uses</i></p> <p><i>Commercial establishments engaged in providing access to waterways for persons and equipment for the purposes of leisure pursuits. Water-related uses also include marinas. Boat slips and boat ramps that are publically owned are Recreation and Open Area uses.</i></p>			
<p>RETAIL SALES</p> <p>The Retail Sales Use Category includes use types involved in the sale, lease, or rent of new or used products to the general public. They may also provide personal services or entertainment, or provide product repair or services for consumer and business goods. Accessory uses may include offices, storage of goods, manufacture or repackaging of goods for on-site sale, concessions, ATM machines, outdoor display/sales areas, gasoline sales, and parking. Use types within this use category have been categorized based on their intensity, scale, and function.</p>			
<p><i>Flea Market</i></p> <p><i>A market held in an open area or structure where individual sellers offer goods for sale to the public. Such sellers may set up temporary stalls or tables for the sale of their products. Such sales may involve new and/or used items and may include the sale of fruits, vegetables, and other edible items. A farmer's market, where food items predominate, is different than a flea market. This also differs from a garage sale or yard sale that is conducted on a residentially developed lot by members of a household, or civic groups selling primarily donated items.</i></p>			
<p><i>Grocery Store</i></p> <p><i>An establishment for the retail sale of fresh or prepared foods for consumption primarily off-premises. Accessory uses include the sales of prepared food for on-site consumption, sale of seasonal items (like Christmas trees), and drive-up grocery loading services.</i></p>			
<p><i>Major</i></p> <p><i>Retail uses with 1,000 square feet of floor area or more, or where the use is expected to generate more than 100 vehicle trips per day according to the Institute of Transportation Engineer's most recent trip generation rate manual.</i></p>			

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**Camden County, North Carolina
Principal Use Table, District Comparison
Conservation & Protection Vs. Working Lands**

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<p><i>Minor</i> Retail uses with less than 1,000 square feet of floor area or more, or where the use is expected to generate no more than 100 vehicle trips per day according to the Institute of Transportation Engineer's most recent trip generation rate manual.</p>			
<p>STORAGE, COMMERCIAL A storage building or buildings that are divided into sections or compartments for the storage of business or personal items on a temporary or long-term basis.</p>			
<p><i>Major</i> Commercial storage establishment that allows storage of goods, materials, or personal property indoors and outdoors.</p>			
<p><i>Minor</i> Commercial storage establishment that allows storage of goods, materials, or personal property indoors only.</p>			
<p>TELECOMMUNICATIONS The Telecommunications Use Category involves use types engaged in the provision of wireless communications services, including transmission, reception, or broadcasting. Example uses include wireless telecommunication facilities, antennas (including dish antennas), radio and television broadcasting studios and equipment, and similar uses. Accessory uses include offices, repair areas, employee parking, equipment storage, and mobile broadcasting equipment.</p>			
<p><i>Antenna Collocation (on a Building)</i> The placement of wireless telecommunications antenna(s) and associated equipment on or in a building other than a single-family attached or detached structure. This includes the placement of equipment on water tanks or other similar structures, but not on an existing telecommunication tower or electrical transmission tower.</p>			
<p><i>Antenna Collocation (on a Tower)</i> The placement of wireless telecommunications antenna(s) and associated equipment on an existing telecommunications tower or electrical transmission tower. This use type includes "eligible facilities" as identified in the North Carolina General Statutes.</p>			
<p><i>Small Wireless Facility</i> The placement of antenna(s) and equipment of a specified maximum size on existing electrical poles, telephone poles, traffic signal mast arms, or other similar vertical projections within rights-of-way or outside rights-of-way on land within a nonresidential zoning district.</p>			
<p><i>Telecommunications Tower, Freestanding</i> A structure erected on the ground and used primarily for the support of antennas for wireless telephone, and similar communication purposes and utilized by commercial, governmental, or other public or quasi-public users. The term includes microwave towers, common-carrier towers, cellular telephone towers, alternative tower structures, and the like. The term does not include private home use of satellite dishes and television antennas, or amateur radio operators as licensed by the FCC.</p>			
<p><i>Telecommunications Tower, Stealth</i> A freestanding telecommunications tower that is configured to fully conceal wireless telecommunications equipment and appear as a tree, flag pole, clock tower, or other vertical projection. Stealth telecommunication towers are not considered as freestanding telecommunication towers for the sake of collocation or accommodation of small wireless facilities.</p>		P	P
<p>VEHICLE ESTABLISHMENT The Vehicle Establishment Use Category includes use types involving the direct sale; rental; storage; and servicing of automobiles, trucks, motorcycles, recreational vehicles, and other consumer motor vehicles intended to transport persons or goods over land, whether for recreation, commerce, or personal transport. Accessory uses may include offices, sales of parts, maintenance facilities, parking, outdoor display, and vehicle storage.</p>			

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<p><i>Major</i> Establishments engaged in vehicle sales, rental, storage, towing, and major repair such as transmission, engine repair, bodywork, and repainting.</p>		
<p><i>Minor</i> Establishments that are primarily engaged in washing cars, tire sales, minor repair such as diagnostic work, lubricating, wheel alignment and inspections, but no vehicle sales or rental.</p>		
<p>VISITOR ACCOMMODATIONS The Visitor Accommodations Use Category includes use types that provide lodging units or space for short-term stays of less than 30 days for rent, lease, or interval occupancy. Accessory uses may include pools and other recreational facilities, limited storage, restaurants, bars, supporting commercial, meeting facilities, offices, and parking.</p>		
<p><i>Bed and Breakfast</i> A private residence, typically a single-family detached structure engaged in the renting of one or more rooms on a daily basis to tourists, vacationers, or business people where the provision of meals is limited to guests only.</p>		
<p><i>Campground</i> Any area, place, parcel or tract of land on which two or more campsites are occupied or intended for occupancy or facilities established or maintained, wholly or in part, for the accommodation of camping units for periods of overnight or longer, whether the use of campsites and facilities is granted gratuitously, or by rental fee, lease or conditional sale, or by covenants, restrictions and easements. Campground includes but not limited to, a travel camp, recreational camp, family campground, camping resort, recreational vehicles park and camping community. A campground does not include a summer camp, migrant labor camp or park for manufactured homes, or a construction camp, or storage area for unoccupied camping units.</p>	S	
<p><i>Hotel or Motel</i> A building or group of buildings in which sleeping accommodations are offered to the public and intended for temporary occupancy on an overnight or short term basis. Accessory uses may include restaurants, bars, offices, and onsite recreational facilities. Some rooms may include in-room kitchen, dining, and laundry facilities.</p>		
<p>Industrial</p>		
<p>EXTRACTIVE INDUSTRY The Extractive Industry Use Category includes use types involving the extraction, removal, or basic processing of minerals, liquids, gases, or other natural resources (including gravel, sand, clay, or topsoil). Such uses also include quarrying, well operation, mining, or other procedures typically done at an extraction site. Accessory uses include offices, limited wholesale sales, security or caretakers quarters, outdoor storage, and maintenance facilities.</p>		
<p><i>All</i> See use category definition.</p>		
<p>INDUSTRIAL SERVICES The Industrial Services Use Category includes use types involving the repair or servicing of industrial, business, or consumer machinery equipment, products, or by-products. Firms that service consumer goods do so by mainly providing centralized services for separate retail outlets. Contractors and building maintenance services and similar uses perform services off-site. Few customers, especially the general public, come to the site. Accessory activities may include limited retail or wholesale sales, offices, parking, warehousing, and outdoor storage. Contractors and others who perform services off-site are included in the Offices Use Category if equipment and materials are not stored outside and no fabrication, services, or similar work is carried on at the site.</p>		
<p><i>Contractor Service</i> Offices for building, heating, plumbing, or electrical contractors, and related storage facilities.</p>		

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<p><i>Crabshedding</i> An operation in the crab harvesting industry that involves the controlled shedding or molting of blue crabs to produce the more commercially valuable soft-shelled form. Soft crab shedding systems are designed to put near-molt crabs in a controlled environment, so they can efficiently be harvested during the period that the shell is soft. Accessory uses include indoor or outdoor storage of crab pots.</p>		
<p><i>Fuel Oil or Bottled Gas Distributor</i> An establishment that distributes fuel oil or bottled gases such as propane or liquid petroleum for compensation.</p>		
<p><i>General Industrial Service and Repair</i> Establishments engaged in the repair or servicing of agriculture, industrial, business, or consumer machinery, equipment, products, or by-products. Firms that provide these services do so by mainly providing centralized services for separate retail outlets. Contractors and building maintenance services and similar uses perform services off-site. Few customers, especially the general public, come to the site. Accessory activities may include retail sales, offices, parking, and storage.</p>		
<p><i>Heavy Equipment Sales, Rental, or Service</i> An establishment engaged in the display, sale, leasing, servicing, or rental of heavy equipment of 12,000 or more pounds gross vehicular weight (GVW). The use may also consist of a vehicle or series of vehicle that service or repair heavy equipment on-site.</p>		
<p><i>Research and Development</i> A business that engages in research, or research and development, of innovative ideas in technology-intensive fields. Examples include research and development of computer software, information systems, communication systems, transportation, geographic information systems, multi-media and video technology. Development and construction of prototypes may be associated with this use.</p>		
<p>MANUFACTURING AND PRODUCTION The Manufacturing and Production Use Category includes use types involved in the manufacturing, processing, fabrication, packaging, or assembly of goods. Products may be finished or semi-finished and are generally made for the wholesale market, for transfer to other plants, or to order for firms or consumers. The use category also includes custom industries (establishments primarily engaged in the on-site production of goods by use of hand tools and small-scale equipment). Goods are generally not displayed or sold on site, but if so, such sales are a subordinate part of total sales. Relatively few customers come to the manufacturing site. Accessory uses may include retail or wholesale sales, offices, cafeterias, parking, employee recreational facilities, warehouses, storage yards, repair facilities, truck fleets, fueling facilities, security and caretaker's quarters. Manufacturing of goods to be sold primarily on-site and to the general public is classified as Retail Sales if the manufacturing area does not exceed 35 percent of the development's gross floor area.</p>		
<p><i>Manufacturing, Heavy</i> The manufacture or compounding process of raw materials. These activities may involve outdoor operations as part of their manufacturing process.</p>		
<p><i>Manufacturing, Light</i> The mechanical transformation of predominantly previously prepared materials into new products, including assembly of component parts and the creation of products for sale to wholesale or retail markets or directly to consumers. Such uses are wholly confined within an enclosed building, do not include processing of hazardous gases and chemicals, and do not emit noxious noise, smoke, vapors, fumes, dust, glare, odor, or vibration.</p>		
<p>POWER GENERATION The Power Generation Use Category includes use types, whether institutional in nature or for profit, engaged in the production and short term storage of electrical power for use by other forms of development in different locations. Accessory uses include offices, equipment buildings, maintenance and repair facilities, and fencing or other security measures.</p>		

Attachment: PrincipleUseComparisonFullReport (2759 : Rezoning Request Tonter Investments, Inc.)

**Camden County, North Carolina
Principal Use Table, District Comparison
Conservation & Protection Vs. Working Lands**

Use Class / Main Category / Category	"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited	RR	NR
<p><i>Solar Array</i> Two or more solar collectors or photovoltaic panels configured as a principal use and intended to capture energy from sunlight, convert it to electricity, and save or deliver the electricity for off-site use.</p>		S	S
<p><i>Wind Energy Conversion Facility</i> A utility comprised of one or more towers each including a turbine with a series of two or more blades that produce energy when driven by the wind.</p>			
<p>WAREHOUSE AND FREIGHT MOVEMENT The Warehouse and Freight Movement Use Category includes use types involving the storage or movement of goods for themselves or other firms or businesses. Goods are generally delivered to other firms or the final consumer, except for some will-call pickups. There is little on-site sales activity with the customer present. Accessory uses include offices, truck fleet parking, outdoor storage, and maintenance areas. Use types that involve the transfer or storage of solid or liquid wastes are classified as Waste-Related Services.</p>			
<p><i>All</i> See use category definition.</p>			
<p>WASTE-RELATED SERVICES The Waste-Related Services Use Category includes use types that receive solid or liquid wastes from others for disposal on the site or for transfer to another location, uses that collect sanitary wastes, or uses that manufacture or produce goods or energy from the composting of organic material or processing of scrap or waste material. This use category also includes use types that receive wastes from others. Accessory uses may include offices, outdoor storage, recycling of materials, and repackaging and trans-shipment of by-products. The Waste-Related Services Use Category does not include wastewater treatment plants and potable water treatment plants; these are classified as Utilities.</p>			
<p><i>Incinerator</i> A facility that burns refuse at high temperatures to reduce the volume of waste.</p>			
<p><i>Land Application of Sludge/Septage</i> The deposition of industrial processes or treated waste on land intended expressly for that purpose.</p>			
<p><i>Landfill</i> An area of land or an excavation used for disposal of solid waste.</p>			
<p><i>Public Convenience Center or Transfer Station</i> A publicly-owned and operated facility for the purposes of collection of trash and waste for relocation to a sorting facility or permanent long term storage location.</p>			
<p><i>Recycling Center</i> A facility engaged solely in the storage, processing, resale, or reuse of recyclable and recovered materials.</p>			
<p><i>Salvage or Junkyard</i> An establishment where junk, waste, discarded, salvaged, or similar materials such as old metals, wood, slush, lumber, glass, paper, rags, cloth, bagging, cordage, barrels, containers, and the like, are brought, sold, exchanged, baled, packed, disassembled, stored, or handled, including used lumber and building material yards, house-wrecking yards, heavy equipment wrecking yards, and yards or places where salvaged house wrecking or structural steel materials are stored, handled, and sold.</p>			
<p><i>Waste Composting Facility</i> Uses where organic solid wastes are composted using composting technology. Accessory uses may include offices and repackaging and transshipment of by-products.</p>			

Attachment: PrincipleUseComparisonFullReport (2759 : Rezoning Request Tontor Investments, Inc.)

**Camden County, North Carolina
Principal Use Table, District Comparison
Conservation & Protection Vs. Working Lands**

Use Class / Main Category / Category	"P"=Permitted, "S"=Special Use Permit, Blank=Prohibited	RR	NR
WHOLESALE SALES			
<p>The Wholesale Sales Use Category includes use types involving the sale, lease, or rent of products primarily intended for industrial, institutional, or commercial businesses. The uses emphasize on-site sales or taking of orders and often include display areas. Businesses may or may not be open to the general public, but sales to the general public are limited. Products may be picked up on-site or delivered to the customer. Accessory uses may include offices, product repair, warehouses, minor fabrication services, outdoor storage, and repackaging of goods.</p>			
<p><i>Major</i> A wholesale use located in a building of more than 7,000 square feet of gross floor area, or that includes outdoor storage.</p>			
<p><i>Minor</i> A wholesale use located in a building of 7,000 square feet of gross floor area or less that does not include outdoor storage.</p>			

Attachment: PrincipleUseComparisonFullReport (2759 : Rezoning Request Tontier Investments, Inc.)



1805 West City Drive
Unit E
Elizabeth City, NC 27909

P 252.621.5030
F 252.562.6974
www.timmons.com

May 20, 2020

RE: Neighborhood Meeting - Rezoning

Dear Adjacent Property Owner,

This is to inform you that as an agent of the property owner, Tonter Investments, Inc., Timmons Group has been hired to assist in rezoning the property (parcel ID 02.8934.04.81.1727.0000) directly across from 267 Country Club Road in Courthouse Township. Please reference the attached exhibit sketch of the tax map where the proposed site is outlined in red. We are in the process of applying to Camden County to rezone approximately 3 acres from Rural Residential (RR) to Neighborhood Residential (NR).

Part of the process is to hold a neighborhood meeting to discuss with the adjacent property owners Tonter Investments, Inc.'s intentions and the uses allowed in the existing zoning classification of Rural Residential (RR) compared to the uses allowed in the proposed zoning classification of Neighborhood Residential (NR). The meeting will be held on Monday, June 8, 2020 at 6:00 PM in the upstairs Courtroom of the Historic Camden County Courthouse.

Due to the ongoing COVID-19 limitations, please send any comments or questions ahead of time to the Camden County Planning Department, via either delivery to the Planning Office at 117 N Hwy 343 or email to Ms. Amber Curling at acurling@camdencountync.gov.

If you have any questions please contact me, Eddie Hyman, at 252-621-5033 or the Camden County Planning Department at (252) 338-1919 ext 232.

Sincerely,
Timmons Group

Eddie Hyman, PLS
Agent for Property Owner

Attachment: NeighborhoodMeetingSummary (2759 : Rezoning Request Tonter Investments, Inc.)



CAMDEN COUNTY

NORTH CAROLINA • USA

Boundless Opportunities.

Board of Commissioners AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 5.A
Meeting Date: August 03, 2020

Submitted By: Lisa Anderson, Tax Administrator
Taxes
Prepared by: Lisa Anderson

Item Title **May Monthly Report**

Attachments: May monthly report 2020 (PDF)

Summary: May Monthly Report

Recommendation: Review and approve

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

OUTSTANDING TAX DELINQUENCIES BY YEAR

<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2019	191,181.71	8,079.61
2018	59,174.36	2,647.13
2017	24,269.97	2,376.77
2016	12,411.52	1,647.25
2015	7,986.62	796.79
2014	11,028.92	1,095.92
2013	7,447.15	4,765.52
2012	5,778.79	7,485.57
2011	4,672.66	6,296.77
2010	4,149.58	4,642.02

Attachment: May monthly report 2020 (2764 : Tax Report)

TOTAL REAL PROPERTY TAX UNCOLLECTED	328,101.28
TOTAL PERSONAL PROPERTY UNCOLLECTED	39,833.35
TEN YEAR PERCENTAGE COLLECTION RATE	99.51%
COLLECTION FOR 2020 vs. 2019	37,690.05 vs. 24,521.73

LAST 3 YEARS PERCENTAGE COLLECTION RATE

2019	97.41%
2018	99.18%
2017	99.62%

THIRTY LARGEST UNPAID ACCOUNTS

SEE ATTACHMENT "A"

THIRTY OLDEST UNPAID ACCOUNTS

SEE ATTACHMENT "B"

Attachment: May monthly report 2020 (2764 : Tax Report)

EFFORTS AT COLLECTION IN THE LAST 30 DAYS

ENDING May 2020

BY TAX ADMINISTRATOR

- 40 NUMBER DELINQUENCY NOTICES SENT
- 10 FOLLOWUP REQUESTS FOR PAYMENT SENT
- 0 NUMBER OF WAGE GARNISHMENTS ISSUED
- 0 NUMBER OF BANK GARNISHMENTS ISSUED
- 10 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
- 0 NUMBER OF JUDGMENTS FILED

Attachment: May monthly report 2020 (2764 : Tax Report)

1 Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	02-8944-00-02-2843.0000	8,694.44	2	JAMES L. CARTWRIGHT	CAMDEN	299 343 HWY S
R	02-8944-00-12-6886.0000	7,951.16	2	DOUGLAS V CARTWRIGHT	CAMDEN	345 343 HWY S
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	STONBRIAR 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	4,970.13	1	LINDA SUE LAMB HINTON	CAMDEN	150 158 US W
R	02-8935-02-66-7093.0000	4,508.36	2	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	03-8899-00-16-2671.2425	4,436.06	1	SPRING LOTUS LLC	HOLLY RD	141 EDGEWATER DR
R	03-8899-00-45-2682.0000	3,839.99	10	SEAMARK INC.	SHILOH	
R	02-8944-00-36-1417.0000	3,816.88	1	ROSA ALICE FEREBEE HEIRS	CAMDEN	165 IVY NECK RD
R	03-8972-00-54-4332.0000	3,764.55	1	GILBERT WAYNE OVERTON &	SHILOH	1330 343 HWY S
R	02-8944-00-75-7172.0000	3,376.93	1	KIM SAWYER	CAMDEN	110 MILL DAM RD N
R	02-8934-01-18-8072.0000	3,234.74	1	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	01-7090-00-64-6040.0000	2,949.86	1	LINWOOD GREGORY	SOUTH MILLS	129 LILLY RD
R	02-8935-01-08-8786.0000	2,940.10	1	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	02-8934-01-29-4617.0000	2,923.24	1	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	02-8943-01-17-4388.0000	2,922.52	1	THOMAS REESE	CAMDEN	301 JAPONICA DR
R	01-7081-00-52-7312.0000	2,805.98	1	WILLIAM K. COLONNA	SOUTH MILLS	256 CULPEPPER RD
R	02-8923-00-19-3774.0040	2,720.76	1	NMJ PROPERTIES LLC	CAMDEN	431 158 US W
R	02-8944-00-99-1027.0000	2,716.91	1	JOHNNIE MERCER HEIRS	CAMDEN	MCKIMMEY RD
R	03-8973-00-22-3033.0000	2,660.14	1	TAYLOR LEIGH PROPERTIES LLC	CAMDEN	899 SANDY HOOK RD
R	03-9809-00-23-8838.0000	2,631.32	1	WILLIAM DAVID BYRUM	SHILOH	112 HILL RD
R	01-7090-00-64-4058.0000	2,572.41	1	GODFREY RIDDICK	SOUTH MILLS	131 LILLY 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	02-8934-03-31-9750.0000	2,440.10	1	CAROLYN MCDANIEL	CAMDEN	195 COUNTRY CLUB RD
R	03-9809-00-24-8236.0000	2,401.72	1	GENE W IRBY	SHILOH	503 SAILBOAT RD
R	02-8926-00-23-2073.0000	2,386.40	1	ARCENIA B STUMM	CAMDEN	211 HOLLAND DR

07/28/20 10:20:19

Delinquencies Top-30 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	03-8839-00-45-2682.0000	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	01-7988-00-91-0179.0001	10	1,929.64	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	195 BUNKER HILL RD
R	01-7999-00-32-3510.0000	10	1,856.74	LEAH BARCO	SOUTH MILLS	165 BUNKER HILL RD
R	01-7999-00-12-8596.0000	10	1,787.55	MOSES MITCHELL HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1568.0000	10	945.00	EMMA BRITE HEIRS	SOUTH MILLS	105 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	922.16	CHRISTINE RIDDICK	SOUTH MILLS	117 GRIFFIN RD
R	01-7090-00-60-5052.0000	10	777.91	JOE GRIFFIN HEIRS	SOUTH MILLS	113 BOURBON ST
R	02-8936-00-24-7426.0000	10	670.53	BERNICE PUGH	CAMDEN	499 SAILBOAT RD
R	03-9809-00-24-6322.0000	10	636.33	DAVID B. KIRBY	SHILOH	IVY NECK RD
R	02-8955-00-13-7846.0000	10	583.82	MARIE MERCER	CAMDEN	CAMDEN POINT RD
R	03-8980-00-61-1968.0000	10	313.93	WILLIAMSBURG VACATION	SHILOH	OLD SWAMP RD
R	01-7090-00-95-5262.0000	10	253.12	JOHN F. SAWYER HEIRS	SOUTH MILLS	218 BROAD CREEK RD
R	03-8980-00-84-0931.0000	10	252.86	CARL TEUSCHER	SHILOH	CENTERPOINT RD
R	03-9809-00-45-1097.0000	10	201.43	MICHAEL OBER	SHILOH	HIBISCUS
R	03-8899-00-37-0046.0000	10	152.13	ELIZABETH LONG	SHILOH	LITTLE CREEK RD
R	03-9809-00-17-2462.0000	10	138.72	TODD ALLEN RIGGS	SHILOH	NECK RD
R	03-8962-00-04-9097.0000	9	1,509.41	CECIL BARNARD HEIRS	SHILOH	LITTLE CREEK RD
R	03-8990-00-64-8379.0000	9	1,088.57	CHRISTOPHER FROST-JOHNSON	SHILOH	227 SLEEPY HOLLOW RD
R	02-8935-01-07-0916.0000	9	1,846.93	ROSETTA MERCER INGRAM	CAMDEN	WICKHAM RD
R	03-8962-00-70-7529.0000	9	674.58	MARY SNOWDEN	SHILOH	1352 343 HWY N
R	01-7989-04-90-0938.0000	9	623.75	DORIS EASON	SOUTH MILLS	WICKHAM RD
R	03-8962-00-60-7648.0000	9	281.11	FRANK WRIGHT ETAL	SHILOH	352 SANDY HOOK RD
R	03-8965-00-37-4242.0000	8	2,099.04	DORA EVANS FORBES	SHILOH	STINGY LN
R	01-7091-00-64-6569.0000	8	1,385.62	CLARENCE D. TURNER JR.	SOUTH MILLS	457 NECK RD
R	03-8962-00-55-5300.0000	8	427.31	OCTAVIA COPELAND HEIRS	SHILOH	HIBISCUS RD
R	03-8899-00-36-1568.0000	8	400.52	PETER BUTSAVAGE	SHILOH	HIBISCUS RD

07/28/20 10:20:20

Delinquencies Top-30 Oldest

Roll	Parcel Number	Unpaid Amount	YrsDltg	Taxpayer Name	City	Property Address
P	0001709	2,183.53	10	JOHN MATTHEW CARTER	CAMDEN	150 158 HWY
P	0001591	859.53	1	HERBERT LEE BYRUM	CAMDEN	BILLETTS BRIDGE RD
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	618.22	9	LESLIE ETHERIDGE JR	CAMDEN	158 US W
P	00001072	569.40	10	PAM BUNDY	SHILOH	AARON DR
P	0000297	517.95	3	ADAM D. & TRACY J.W. JONES	CAMDEN	105 AARON DR
P	0002924	497.77	2	PAUL BEAUMONT	SHAWBORO	133 WALSTON LN
P	0001827	483.28	8	KAREN BUNDY	CAMDEN	106 DEERFIELD TRL
P	0002941	453.90	1	BARKER'S TRUCKING, INC	CAMDEN	431 158 US W
P	0001681	414.72	8	STEVE WILLIAMS	SHILOH	108 SASSAFRAS LN
P	0001230	411.11	8	JAMES NYE	CAMDEN	150 158 HWY W
P	0000846	403.85	1	TOAN TRINH	SOUTH MILLS	101 ROBIN CT W
P	0001546	343.89	2	GEORGE ROWLAND	SHILOH	229 SAILBOAT RD
P	0003399	302.87	1	JAI ME ARMANDO ARIZAGA	CAMDEN	158 US W
P	0001694	288.99	8	THOMAS B. THOMAS HEIRS	SOUTH MILLS	182 CULPEPPER RD
P	0000772	288.86	5	COSBY BAKER	CAMDEN	158 HWY W
P	0002194	285.59	2	AARON MICHAEL WHITE	SOUTH MILLS	114 BINGHAM RD
P	0001106	242.94	10	JAMI ELIZABETH VANHORN	SHILOH	SANDY HOOK RD S
P	0002525	239.04	1	JOSEPH VINCENT CARDY	SHILOH	612 MAIN ST
P	0001952	238.91	8	SANDY BOT TOM MATERIALS, INC	SOUTH MILLS	ONE MILL RD
P	0001976	205.03	2	ANA ALICIA MARTINEZ LOPEZ	SOUTH MILLS	319 PONDEROSA RD
P	0002442	200.37	2	GERALD WHITE STALLS JR	SHILOH	AARON DR
P	0001408	193.32	3	SHELLY MARIE AMMON	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0001693	161.46	10	ALLIANCE NISSAN	SOUTH MILLS	612 MAIN STREET
P	0002182	160.72	1	ACADEMI TRAINING CENTER LLC	CAMDEN	HWY W
P	0001899	148.83	1	DONALD SIMMONS PORTER JR	MOYOCK	158 PUDDIN RIDGE RD
P	0000945	145.18	2	RAMONA F. TAZEWELL	CAMDEN	850 SANDHILLS RD
P					CAMDEN	163 SLEEPY HOLLOW RD

07/28/20 10:20:36

Delinquencies Top-30 Unpaid

Personal

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001709	10	2,183.53	JOHN MATTHEW CARTER	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	158 US W
P	0000738	10	618.22	LESLIE ETHERIDGE JR	CAMDEN	158 US W
P	0001072	10	569.40	PAM BUNDY	SHILOH	105 AARON DR
P	0001827	10	483.28	KAREN BUNDY	CAMDEN	158 US W
P	0001106	10	242.94	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001693	10	161.46	ALLIANCE NISSAN	CAMDEN	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	158 HWY W
P	0001952	8	238.91	SANDY BOTTON MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0000772	7	288.86	COSBY BAKER	SOUTH MILLS	114 BINGHAM RD
P	0000295	4	792.09	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000846	4	403.85	TOAN TRINH	SHILOH	229 SAILBOAT RD
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	0002079	4	106.35	OCTAVIS BANKS III	SOUTH MILLS	262 OLD SWAMP 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	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. TAZEWEILL	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	0002924	2	497.77	PAUL BEAUMONT	SHAWBORO	106 DEERFIELD TRL

07/28/20 10:20:37

Delinquencies Top-30 Oldest



CAMDEN COUNTY
NORTH CAROLINA • USA

Boundless Opportunities.

Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 5.B

Meeting Date: August 03, 2020

Submitted By: Tim White, Parks & Recreation Director
Parks & Recreation
Prepared by: Karen Davis

Item Title **Mowing Services Contract**

Attachments: Sunshine Contracting 158 Contract (PDF)

Summary:

Accepting the bid from Sunshine Contracting and Construction LLC for Professional Lawn & Grounds Maintenance of Right-of-Way Areas inclusive of NC HWY 158, Intersection of NC HWY 158 & Country Club Drive, Intersection of NC HWY 158 & Upton Road, Intersection of NC HWY 158 & NC HWY 343 and Intersection NC HWY 158 & NC 34. Sunshine was the lowest of the three bids received for this service. We are very confident in their ability to do a quality job.

Recommendation:

Approval.

Sunshine Contracting and Construction LLC

2020 Mowing Services Contract Camden County, North Carolina

Mowing and Maintenance of plant beds and tree rings along the right of way on NC 158 in Camden County, inclusive of all items listed in the RFP Contract.


Amount of bid: \$7,800.00= (\$650.00 monthly)

Price per Additional Mowing= \$450.00

Approximately 240 Cubic Yards of mulch will be purchased and applied at \$45.00/ cubic yard.

240 x \$45.00= \$10,800.00

Sunshine Contracting and Construction LLC



Date: 7-21-20

Camden County Manager

Date: _____

1041 HAM OVERMAN ROAD, ELIZABETH CITY, NC 27909

PH: (252) 333-8276 FAX: (252) 621-1921

EMAIL: SUNSHINECANDC@OUTLOOK.COM

Attachment: Sunshine Contracting 158 Contract (2765 : Lawn & Grounds Maintenance Services Contract - Ken Bowman)



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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

New Business

Item Number: 5.C
Meeting Date: August 03, 2020
Submitted By: Dan Porter, Planning Director
 Planning & Zoning
 Prepared by: Karen Davis
Item Title **Appeal of Demolition Orders**
Attachments: Overton Hearing (DOCX)
 Demolition Orders_Overton (PDF)
 Resolution_Overton165_167 (PDF)
 Resolution_Overton1275 (PDF)
 Resolution_Overton1330 (PDF)

Summary, supporting documentation and recommendation attached.

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Meeting Date: August 3, 2020

Attachments: 3

Submitted By: Code Enforcement

Item Title: Appeal of Demolition Orders

- Abode of Camden, Inc.
Property Location: 1275 NC Hwy 343 S (Shiloh)
- Geraldine Overton
Property Location: 1330 NC Hwy 343 S (Shiloh)
- Geraldine Overton
Property Location: 165 & 167 Alder Branch Rd. (Shiloh)

Summary:

On Monday June 1 a hearing was held with Geraldine and Gary Overton regarding the deteriorated and dilapidated condition of the structures located at the addresses indicated on the attached Orders. The Overton's are appealing the Code Enforcement Officer's decisions.

Prior to this hearing the Overton's had been notified by mail and posted notice as required by the minimum housing code, and in person that the properties in question needed to be repaired or demolished. No action was taken to bring the properties into compliance and thus the hearing of June 1 was scheduled and the attached Orders were issued.

Recommendation

Motion: Hold Quasi- Judicial Hearings for consideration of the appeal

Motion: Affirm/Deny/or Modify the Code enforcement Officer's Orders for each property

Attachment: Overton Hearing (2757 : Appeal of Demolition Orders)

STATE OF NORTH CAROLINA
COUNTY OF CAMDEN

BEFORE THE BUILDING INSPECTOR

In the Matter of

Geraldine Overton
Property location:
165 & 167 Alder Branch Rd.
Shiloh, NC 27974

:ORDER – Demolition & proper disposal of
2 single family dwellings located at
165 & 167 Alder Branch Rd.


This matter was heard before the undersigned Building Inspector Keith Truman for Camden County upon ten days written notice by Camden County to Geraldine Overton, the owner of the buildings, 2 single family dwellings located at 165 & 167 Alder Branch Rd. Shiloh, NC 27974 pursuant to Section 150.22 of the Camden County Code of Ordinances, for unsafe buildings. The Inspector, after inspecting the Buildings and hearing evidence of the homeowner or counsel for the homeowner, makes the following:

FINDINGS OF FACT

1. Geraldine Overton owns the 2 single family dwellings located at 165 & 167 Alder Branch Rd Shiloh, NC 27974, the undersigned inspector inspected the buildings and determined them to be unsafe.
2. The Inspector determined the unsafe nature of the buildings is as follows: **decay, bad conditions of walls, is likely to cause or contribute to blight, disease, vagrancy, or danger to children.**
3. On or about April 21, the Camden County Inspector affixed a notice to the exterior of the Buildings stating the dangerous character of the Buildings and immediately sent written notice to Geraldine Overton of the unsafe character of the structures and requested Geraldine Overton to take prompt corrective action to repair, alter and improve the dwellings within thirty (30) days.
4. Geraldine Overton failed to take prompt corrective action and the Inspector sent another written notice of this hearing.
5. The unsafe nature of the Buildings constitutes a fire or safety hazard or renders it dangerous to life, health, or other property because of **decay, bad conditions of walls, is likely to cause or contribute to blight, disease, vagrancy, or danger to children.**

It is therefore ORDERED:

1. Geraldine Overton shall remedy the defective conditions of the Buildings by demolishing the Buildings and properly disposing of said building debris by July 30, 2020.



Keith Truman
Camden County, NC

STATE OF NORTH CAROLINA
COUNTY OF CAMDEN

BEFORE THE BUILDING INSPECTOR

In the Matter of

Abode of Camden Inc.
Property location:
1275 NC Hwy 343 S
Shiloh, NC 27974

:ORDER – Demolition & proper disposal of a
single family dwelling, located at 1275 NC Hwy 343 S

This matter was heard before the undersigned Building Inspector Keith Truman for Camden County upon ten days written notice by Camden County to Abode of Camden Inc, the owner of the building, single family dwelling located at 1275 NC Hwy 343 S, Shiloh, NC 27974 pursuant to Section 150.22 of the Camden County Code of Ordinances, for an unsafe building. The Inspector, after inspecting the Building and hearing evidence of the homeowner or counsel for the home owner, makes the following:

FINDINGS OF FACT

1. Abode of Camden Inc owns the single family dwelling located at 1275 NC Hwy 343 S, Shiloh, NC 27974 undersigned inspector inspected the building and determined them to be unsafe.
2. The Inspector determined the unsafe nature of the building is as follows: **decay, bad conditions of walls, is likely to cause or contribute to blight, disease, vagrancy, or danger to children.**
3. On or about April 21, the Camden County Inspector affixed a notice to the exterior of the Building stating the dangerous character of the Building and immediately sent written notice to Abode of Camden of the unsafe character of the structure and requested Abode of Camden to take prompt corrective action to repair, alter and improve the dwellings within thirty (30) days.
4. Abode of Camden Inc failed to take prompt corrective action and the Inspector sent another written notice of this hearing.
5. The unsafe nature of the Building constitutes a fire or safety hazard or renders it dangerous to life, health, or other property because of **decay, bad conditions of walls, is likely to cause or contribute to blight, disease, vagrancy, or danger to children.**

It is therefore ORDERED:

1. Abode of Camden Inc shall remedy the defective conditions of the Building by demolishing the Building and properly disposing of said building debris by July 30, 2020.



Keith Truman
Camden County, NC

Attachment: Demolition Orders_Overton (2757 : Appeal of Demolition Orders)

STATE OF NORTH CAROLINA
COUNTY OF CAMDEN

BEFORE THE BUILDING INSPECTOR

In the Matter of

Geraldine Overton
Property location:
1330 NC Hwy 343 S
Shiloh, NC 27974

:ORDER – Demolition & proper disposal of
3 beach cottages located at 1330 NC Hwy 343 S

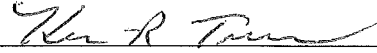
This matter was heard before the undersigned Building Inspector Keith Truman for Camden County upon ten days written notice by Camden County to Geraldine Overton, the owner of the buildings, 3 beach cottages located at 1330 NC Hwy 343 S, Shiloh, NC 27974 pursuant to Section 150.22 of the Camden County Code of Ordinances, for an unsafe building. The Inspector, after inspecting the Building and hearing evidence of the homeowner or counsel for the homeowner, makes the following:

FINDINGS OF FACT

1. Geraldine Overton owns the 3 beach cottages located at 1330 NC Hwy 343 S, Shiloh, NC 27974 undersigned inspector inspected the buildings and determined them to be unsafe.
2. The Inspector determined the unsafe nature of the building is as follows: **decay, bad conditions of walls, is likely to cause or contribute to blight, disease, vagrancy, danger to surrounding property, or danger to children.**
3. On or about April 21, the Camden County Inspector affixed a notice to the exterior of the Building stating the dangerous character of the Building and immediately sent written notice to Geraldine Overton of the unsafe character of the structures and requested Geraldine Overton to take prompt corrective action to repair, alter and improve the dwellings within thirty (30) days.
4. Geraldine Overton failed to take prompt corrective action and the Inspector sent another written notice of this hearing.
5. The unsafe nature of the Building constitutes a fire or safety hazard or renders it dangerous to life, health, or other property because of **decay, bad conditions of walls, is likely to cause or contribute to blight, disease, vagrancy, danger to surrounding property, the state road right of way of Rt 343 S, or danger to children.**

It is therefore ORDERED:

1. Geraldine Overton shall remedy the defective conditions of the Buildings by demolishing the Buildings and properly disposing of said building debris by July 30, 2020.



Keith Truman
Camden County, NC

Attachment: Demolition Orders_Overton (2757 : Appeal of Demolition Orders)



Resolution Affirming Demolition Order

WHEREAS, Section 150.22 of the Camden County Code of Ordinances sets out a procedure for violations of the State of North Carolina and County of Camden Building Code;

WHEREAS, Camden County Building Inspector (hereinafter “Inspector”) properly inspected the Buildings located at 165 & 167 Alder Branch Road Shiloh, NC 27974 on the 17 day of April, 2020 owned by Geraldine Overton and upon that inspection determined the Building to be unsafe. The unsafe character of the building was such that decay, bad condition of walls, unsecure building, is likely to cause or contribute to blight, disease, vagrancy, or danger to children;

WHEREAS, Inspector sent proper written notice to Geraldine Overton 187 Thomas Point Road Shiloh, NC 27974 describing the unsafe nature of the building and requesting prompt corrective action be taken within thirty (30) days;

WHEREAS, Geraldine Overton failed to take prompt corrective action and Inspector held a hearing after due notice was given to Geraldine Overton on the 1st day of June, 2020 and ordered to demolish the building or take other necessary steps;

WHEREAS, Geraldine Overton timely appealed the Inspector’s order before this Board pursuant to Section 150.22 (G)-(H);

WHEREAS, the Board has conducted a quasi-judicial hearing on whether the Building at issue is unsafe and whether the Inspector’s order should be affirmed, modified and affirmed, or revoked.

NOW, THEREFORE BE IT RESOLVED, the Buildings located at 165 & 167 Alder Branch Road Shiloh, NC 27974 in Camden County, North Carolina is unsafe in that it constitutes a fire or safety hazard, is dangerous to life, health or property, is likely to cause or contribute to blight, disease, vagrancy, or danger to children.

WHEREAS, the Board has concluded by clear and convincing evidence, and due deliberation, after the evidentiary portion of the quasi-judicial hearing, the Building at issue is unsafe and the Inspector’s Order should be affirmed.

NOW, THEREFORE BE IT RESOLVED, the order of the Inspector is hereby AFFIRMED.

Adopted this the 3rd day of August, 2020.

ATTEST:

Tom White, Chairman
Camden County Board of Commissioners

Karen M. Davis
Clerk to the Board of Commissioners

Attachment: Resolution_Overton165_167 (2757 : Appeal of Demolition Orders)



Resolution Affirming Demolition Order

WHEREAS, Section 150.22 of the Camden County Code of Ordinances sets out a procedure for violations of the State of North Carolina and County of Camden Building Code;

WHEREAS, Camden County Building Inspector (hereinafter “Inspector”) properly inspected the Building located at 1275 NC Hwy 343 S Shiloh, NC 27974 on the 17 day of April, 2020 owned by Abode of Camden Inc. and upon that inspection determined the Building to be unsafe. The unsafe character of the building was such that decay, bad condition of walls, is likely to cause or contribute to blight, disease, vagrancy, or danger to children;

WHEREAS, Inspector sent proper written notice to Abode of Camden Inc. 187 Thomas Point Road Shiloh, NC 27974 describing the unsafe nature of the building and requesting prompt corrective action be taken within thirty (30) days;

WHEREAS, Abode of Camden Inc. failed to take prompt corrective action and Inspector held a hearing after due notice was given to Abode of Camden Inc. on the 1st day of June, 2020 and ordered to demolish the building or take other necessary steps;

WHEREAS, Abode of Camden Inc. timely appealed the Inspector’s order before this Board pursuant to Section 150.22 (G)-(H);

WHEREAS, the Board has conducted a quasi-judicial hearing on whether the Building at issue is unsafe and whether the Inspector’s order should be affirmed, modified and affirmed, or revoked.

NOW, THEREFORE BE IT RESOLVED, the Building located at 1275 NC Hwy 343 S Shiloh, NC 27974 in Camden County, North Carolina is unsafe in that it constitutes a fire or safety hazard, is dangerous to life, health or property, is likely to cause or contribute to blight, disease, vagrancy, or danger to children.

WHEREAS, the Board has concluded by clear and convincing evidence, and due deliberation, after the evidentiary portion of the quasi-judicial hearing, the Building at issue is unsafe and the Inspector’s Order should be affirmed.

NOW THEREFORE BE IT RESOLVED the order of the Inspector is hereby AFFIRMED.

Adopted this the 3rd day of August, 2020.

ATTEST:

Tom White, Chairman
Camden County Board of Commissioners

Karen M. Davis
Clerk to the Board of Commissioners

Attachment: Resolution_Overton1275 (2757 : Appeal of Demolition Orders)



Resolution Affirming Demolition Order

WHEREAS, Section 150.22 of the Camden County Code of Ordinances sets out a procedure for violations of the State of North Carolina and County of Camden Building Code;

WHEREAS, Camden County Building Inspector (hereinafter “Inspector”) properly inspected the Buildings located at 1330 NC Hwy 343 S Shiloh, NC 27974 on the 17 day of April, 2020 owned by Geraldine Overton and upon that inspection determined the Building to be unsafe. The unsafe character of the building was such that decay, bad condition of walls, unsafely supported structure, is likely to cause or contribute to blight, disease, vagrancy, or danger to children;

WHEREAS, Inspector sent proper written notice to Geraldine Overton 187 Thomas Point Road Shiloh, NC 27974 describing the unsafe nature of the building and requesting prompt corrective action be taken within thirty (30) days;

WHEREAS, Geraldine Overton failed to take prompt corrective action and Inspector held a hearing after due notice was given to Geraldine Overton on the 1st day of June, 2020 and ordered to demolish the buildings or take other necessary steps;

WHEREAS, Geraldine Overton timely appealed the Inspector’s order before this Board pursuant to Section 150.22 (G)-(H);

WHEREAS, the Board has conducted a quasi-judicial hearing on whether the Building at issue is unsafe and whether the Inspector’s order should be affirmed, modified and affirmed, or revoked.

NOW, THEREFORE BE IT RESOLVED, the Buildings located at 1330 NC Hwy 343 S Shiloh, NC 27974 in Camden County, North Carolina is unsafe in that it constitutes a fire or safety hazard, is dangerous to life, health or property, is likely to cause or contribute to blight, disease, vagrancy, or danger to children.

WHEREAS, the Board has concluded by clear and convincing evidence, and due deliberation, after the evidentiary portion of the quasi-judicial hearing, the Building at issue is unsafe and the Inspector’s Order should be affirmed.

NOW, THEREFORE BE IT RESOLVED, the order of the Inspector is hereby AFFIRMED.

Adopted this the 3rd day of August, 2020.

ATTEST:

Tom White, Chairman
Camden County Board of Commissioners

Karen M. Davis
Clerk to the Board of Commissioners

Attachment: Resolution_Overton1330 (2757 : Appeal of Demolition Orders)



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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Board Appointments

Item Number: 6.A
Meeting Date: August 03, 2020
Submitted By: Kim Perry,
Library
Prepared by: Karen Davis
Item Title **Library Board of Trustees**

Attachments:

Summary:

It is the request of the Library Board of Trustees that Sandra Duckwall be reappointed for an additional term.

Recommendation:

Approval.



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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 7.A
Meeting Date: August 03, 2020
Submitted By: Karen Davis, Clerk to the Board
Board of Commissioners
Prepared by: Karen Davis
Item Title **BOC Meeting Minutes - June 16, 2020**
Attachments: bocminutes_061620 (DOCX)

**Camden County Board of Commissioners
Special Called Meeting
June 16, 2020; 9:00 AM
Historic Courtroom
Camden, North Carolina**

MINUTES

A Special Called meeting of the Camden County Board of Commissioners was held on June 16, 2020 at 9:00 AM in the Historic Courtroom, Camden, North Carolina. The purposes of the meeting were as follows:

- Consideration of the adoption of a preliminary findings resolution and the authorization of publication of notice of intent to file an application with the Local Government Commission in regard to the Bond Referendum for the construction of a new high school.
- Discussion of plans for the construction of the new Camden County Library.

Call to Order

The meeting was called to order by Chairman Tom White at 9:10 AM. Also Present: Vice Chairman Clayton Riggs, Commissioners Randy Krainiak and Ross Munro. Absent: Commissioner Garry Meiggs

Staff Present: County Manager Ken Bowman, Clerk to the Board Karen Davis and Finance Officer Stephanie Jackson

Consideration of the Agenda

Motion to approve the agenda as presented.

RESULT:	PASSED [4-0]
MOVER:	Clayton Riggs
AYES:	White, Munro, Krainiak, Riggs
ABSENT:	Meiggs

ITEM 1. Resolution

County Manager Ken Bowman presented the Resolution Making Certain Findings and Determinations, Authorizing the Filing of an Application with the Local Government Commission and Appointing Bond Counsel and Financial Advisor in Connection with the Proposed Issuance of School Bonds by the County.

Motion to adopt Resolution Making Certain Findings and Determinations, Authorizing the Filing of an Application with the Local Government Commission and Appointing Bond Counsel and Financial Advisor in Connection with the Proposed Issuance of School Bonds by the County.

RESULT:	PASSED [3-1]
MOVER:	Clayton Riggs
AYES:	White, Munro, Riggs
NO:	Krainiak
ABSENT:	Meiggs

Attachment: bocminutes_061620 (2746 : BOC Meeting Minutes - June 16, 2020)

The Board of Commissioners for the County of Camden, North Carolina met in a special meeting at the Upstairs Historic Courtroom located at 117 North 343 in Camden, North Carolina, at 9:00 a.m. on June 16, 2020.

Present: Chair Tom White, presiding, and Commissioners Clayton Riggs,
Randy Krainiak, Ross Munro

Absent: Commissioner Garry Meigs

Also Present: County Manager Ken Bowman, Clerk to the Board Karen Davis and
Finance Officer Stephanie Jackson

* * * * *

County Manager 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 MAKING CERTAIN FINDINGS AND DETERMINATIONS, AUTHORIZING THE FILING OF AN APPLICATION WITH THE LOCAL GOVERNMENT COMMISSION AND APPOINTING BOND COUNSEL AND FINANCIAL ADVISOR IN CONNECTION WITH THE PROPOSED ISSUANCE OF SCHOOL BONDS BY THE COUNTY

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

Section 1. The Board does hereby find and determine as follows:

(a) Preliminary studies have been completed to demonstrate the need for financing the cost of acquiring, constructing, expanding and renovating school buildings and other school facilities in the County, and the acquisition of related land, rights of way and equipment.

(b) The Board wishes to commence the procedures for the authorization of school bonds to finance such capital projects.

(c) The capital projects to be funded by the proposed bonds are necessary and expedient, and the amount of proposed bonds is adequate and not excessive to fund said capital projects.

(d) The debt management and the budgetary and fiscal management policies of the County have been carried out in compliance with applicable law.

(e) The increase in taxes necessary to service the proposed debt will be reasonable and not excessive.

Section 2. The County Manager and the Finance Officer of the County are each hereby authorized and directed to file an application of the County with the North Carolina Local Government Commission for approval of not to exceed \$33,000,000 School Bonds of the County. The Clerk to the Board is hereby authorized to publish a notice of intent to file such application in the manner provided by law, and any action heretofore taken to publish such notice is hereby approved, ratified and confirmed.

Section 3. The appropriate officers of the County are hereby authorized and directed to do any and all things necessary, appropriate or convenient to carry into effect the provisions of this resolution.

Section 4. This resolution shall take effect immediately upon its adoption.

2

Upon motion of Commissioner Clayton Riggs, the foregoing resolution entitled "RESOLUTION MAKING CERTAIN FINDINGS AND DETERMINATIONS, AUTHORIZING THE FILING OF AN APPLICATION WITH THE LOCAL GOVERNMENT COMMISSION AND APPOINTING BOND COUNSEL AND FINANCIAL ADVISOR IN CONNECTION WITH THE PROPOSED ISSUANCE OF SCHOOL BONDS BY THE COUNTY" was adopted by the following vote:

Ayes: Commissioners Tom White, Clayton Riggs and Ross Munro

Noes: Commissioner Randy Krainiak


* * * * *

I, Karen 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 special meeting held on June 16, 2020, 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 special meeting was given as required by North Carolina law.

WITNESS my hand and the official seal of said County this 16th day of June, 2020.

Karen M. Davis
 Clerk to the Board of Commissioners



3

Attachment: bocminutes_061620 (2746 : BOC Meeting Minutes - June 16, 2020)

Motion to authorize the County Manager to seek financial assistance consideration from Rural Development and file the application for the High School project.

RESULT:	PASSED [3-1]
MOVER:	Clayton Riggs
AYES:	White, Munro, Riggs
NO:	Krainiak
ABSENT:	Meiggs

ITEM 2. Boomerang Design – Plans for Administration Complex, Phase 1

The Board participated in a video conference with Bill Cram of MB Kahn and Angela Easterday of Boomerang Design in regard to plans for the construction of the new library.

Included in the discussion:

- Board Room monitor placement
- Portable seating in both the Board Room and Community Room
- Dais placement in the Board Room (temporary versus permanent)
- Kitchenette area
- Board Meeting Chamber for Closed Sessions
- Acoustics
- Library
 - ♦ Use of existing shelving, furniture, etc.
 - ♦ Enhanced natural lighting
 - ♦ Strategies for the prevention of water intrusion

Next Steps:

- Site Survey
- Master Plans to be submitted by Boomerang Design for Review & Consideration by the Board

Adjourn

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

Motion to adjourn.

RESULT:	PASSED [4-0]
MOVER:	Clayton Riggs
AYES:	White, Munro, Krainiak, Riggs
ABSENT:	Meiggs

Chairman White adjourned the meeting at 9:50 AM.

ATTEST:

Tom White, Chairman
Camden County Board of Commissioners

Karen M. Davis
Clerk to the Board of Commissioners

Attachment: bocminutes_061620 (2746 : BOC Meeting Minutes - June 16, 2020)



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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Consent Agenda

Item Number:	7.B
Meeting Date:	August 03, 2020
Submitted By:	Karen Davis, Clerk to the Board Board of Commissioners Prepared by: Karen Davis
Item Title	BOC Meeting Minutes - July 6, 2020
Attachments:	bocminutes_070620 (DOCX)

**Camden County Board of Commissioners
Regular Meeting
July 6, 2020; 7:00 PM
Historic Courtroom
Camden, North Carolina**

MINUTES

The regular meeting of the Camden County Board of Commissioners was held on July 6, 2020 in the Historic Courtroom, Camden, North Carolina.

WELCOME & CALL TO ORDER

The meeting was called to order by Chairman Tom White at 7:00 PM. Also Present: Vice Chairman Clayton Riggs, Commissioners Garry Meiggs and Randy Krainiak. Commissioner Ross Munro arrived at 7:10 PM.

INVOCATION & PLEDGE OF ALLEGIANCE

Vice Chairman Clayton Riggs gave the invocation and 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.

RESULT:	PASSED [4-0]
MOVER:	Garry Meiggs
AYES:	White, Krainiak, Riggs, Meiggs
ABSENT:	Munro

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 [4-0]
MOVER: Randy Krainiak
AYES: White, Krainiak, Riggs, Meiggs
ABSENT: Munro

New Business

A. Monthly Report – David Credle

*South Camden Water & Sewer Board
 Monthly Work Order Statistics Report
 Period: May 2020*

	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
Water/Distribution	46	46	100%	0
Sewer/Collection	2	2	100%	0

Locates:

- Water Line: 88
- Sewer Line: 15
- Water & Sewer, same ticket: 2
- Hydrant flow test: 0 tested/15 painted

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

Water treated at the water treatment plant in May: 15,459,300 gallons

Daily average water usage for May: 498,687 gallons per day.

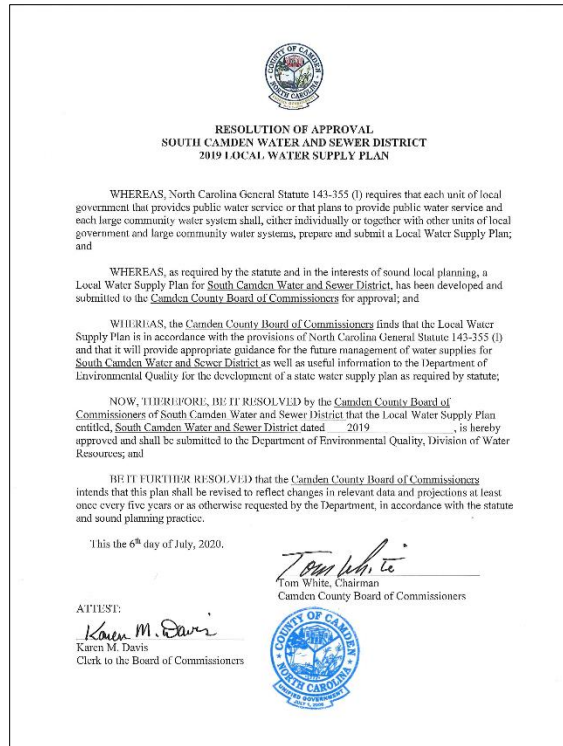
Current treatment capacity at the water treatment plant: 720,000 gallons per day

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									
May	87	100%	0%	85	2	126	8	12	11
June	75	100%	0%	75	0	58	9	6	9
July	112	100%	0%	109	3	63	5	0	57
August	104	100%	0%	102	2	131	21	1	27
Sept	82	100%	0%	80	2	131	20	4	0
Oct	99	100%	0%	97	2	257	10	5	0
Nov	144	100%	0%	143	1	275	6	2	0
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)

Motion to approve the Monthly Report as presented.

RESULT: PASSED [4-0]
MOVER: Clayton Riggs
AYES: White, Krainiak, Riggs, Meiggs
ABSENT: Munro

B. Resolution – Local Water Supply Plan



RESULT: PASSED [4-0]
MOVER: Garry Meiggs
AYES: White, Krainiak, Riggs, Meiggs
ABSENT: Munro

Consent Agenda

A. Surplus Equipment – Ditch Witch & Trailer
 Ditch Witch has knock in transmission; Single axle trailer with tilt bed; Suggested value, \$500; Disposal Method – GovDeals.

Motion to approve the Consent Agenda as presented.

RESULT: PASSED [4-0]
MOVER: Randy Krainiak
AYES: White, Krainiak, Riggs, Meiggs
ABSENT: Munro

Adjourn

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

Camden County Board of Commissioners
 July 6, 2020

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

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

ITEM 4. PUBLIC HEARING

A. South Mills Landing – Amber Curling

Last month the Board of Commissioners received documentation for this project and set a public hearing for July 6, 2020 anticipating a recommendation from the Planning Board from its June 17, 2020 meeting where the project was discussed and considered.

The Planning Board voted to delay its recommendation until additional information could be provided based on public and member comments received at the meeting. The formal public hearing was not advertised due to the Planning Board action. Therefore, the July 6th public hearing needs to be rescheduled to a date after the July Planning Board meeting.

The recommendation is to reschedule the Public Hearing for the Master Plan/Preliminary Plat for South Mills Landing Planned Development Major Subdivision to September 8, 2020.

Motion to reschedule the Public Hearing for the Master Plan/Preliminary Plat for South Mills Landing Planned Development Major Subdivision to September 8, 2020.

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

ITEM 5. 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

<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2019	228,358.81	8,595.16
2018	62,932.12	2,647.13
2017	25,555.19	2,611.00
2016	12,975.06	1,788.99
2015	8,206.87	942.92
2014	11,028.92	1,226.91
2013	7,447.15	4,851.16
2012	5,778.79	7,485.57
2011	4,672.66	6,296.77
2010	4,149.58	4,642.02

TOTAL REAL PROPERTY TAX UNCOLLECTED	371,105.15
TOTAL PERSONAL PROPERTY UNCOLLECTED	41,087.63
TEN YEAR PERCENTAGE COLLECTION RATE	99.45%
COLLECTION FOR 2020 vs. 2019	72,621.21 vs. 50,924.94
<u>LAST 3 YEARS PERCENTAGE COLLECTION RATE</u>	
2019	96.92%
2018	99.13%
2017	99.60%

EFFORTS AT COLLECTION IN THE LAST 30 DAYS
ENDING April 2020
BY TAX ADMINISTRATOR

<u>19</u>	NUMBER DELINQUENCY NOTICES SENT
<u>32</u>	FOLLOWUP REQUESTS FOR PAYMENT SENT
<u>0</u>	NUMBER OF WAGE GARNISHMENTS ISSUED
<u>0</u>	NUMBER OF BANK GARNISHMENTS ISSUED
<u>2</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

Attachment: bocminutes_070620 (2753 : BOC Meeting Minutes - July 6, 2020)

30 Largest Unpaid - Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
						HORSESHOE RD
R	01-7989-00-01-1714.0000	7,418.60	10	CHARLES MILLER HEIRS	SOUTH MILLS	
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	3	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	02-8934-01-18-6001.0000	4,970.13	1	LINDA SUE LAMB HINTON	CAMDEN	150 158 US W
R	03-8899-00-16-2671.2425	4,783.31	1	SPRING LOTUS LLC	SHILOH	141 EDGEWATER DR
R	02-8935-02-66-7093.0000	4,508.36	2	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	03-8899-00-45-2682.0000	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	03-8972-00-54-4332.0000	3,764.55	1	GILBERT WAYNE OVERTON & KIM SAWYER	SHILOH	1330 343 HWY S
R	02-8934-01-18-8072.0000	3,234.74	1	ARNOLD AND THORNLEY, INC.	CAMDEN	1101 MILL DAM RD N
R	01-7090-00-64-6040.0000	2,949.86	1	LINTON RIDDICK	CAMDEN	146 158 US W
R	02-8935-01-08-8786.0000	2,940.10	1	LINWOOD GREGORY	CAMDEN	129 LILLY RD
R	02-8934-01-29-4617.0000	2,923.24	1	JAMES B. SEYMOUR ETAL	CAMDEN	253 SLEEPY HOLLOW RD
R	02-8945-00-41-2060.0000	2,922.52	1	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	112 158 US W
R	02-8943-01-17-4388.0000	2,909.12	1	THOMAS REESE	CAMDEN	168 BUSHELL RD
R	01-7081-00-52-7312.0000	2,805.92	1	WILLIAM K. COLONNA	SOUTH MILLS	301 JAPONICA DR
R	02-8944-00-87-7021.0000	2,720.76	1	MARK M. BRIGMAN SR & LISA L. NMJ PROPERTIES LLC	CAMDEN	256 CULPEPPER RD
R	02-8923-00-19-3774.0040	2,716.91	1	JOHNNIE MERCER HEIRS	CAMDEN	175 MCKIMMEY RD
R	02-8944-00-99-1027.0000	2,660.14	2	TAYLOR LEIGH PROPERTIES LLC	SHILOH	431 158 US W
R	03-8973-00-22-3033.0000	2,631.32	1	WILLIAM DAVID BYRUM	SHILOH	MCKIMMEY RD
R	03-9809-00-23-8838.0000	2,572.41	1	GODFREY RIDDICK	SHILOH	899 SANDY HOOK RD
R	01-7090-00-64-4058.0000	2,568.65	1	MICHAEL ASKEW	SHILOH	112 HIGH RD
R	01-7999-00-62-3898.0000	2,509.41	3	CECIL BARNARD HEIRS	SHILOH	131 LILLY RD
R	03-8962-00-67-1021.0000	2,459.32	1	JEWEL H. DAVENPORT	CAMDEN	257 A OLD SWAMP RD
R	02-8934-03-31-9750.0000	2,440.10	1	CAROLYN MCDANIEL	CAMDEN	WICKHAM RD
R	03-8809-00-24-8236.0000	2,401.72	1	GENE W IRBY	SHILOH	113 BOURBON ST
R	02-8926-00-23-2073.0000	2,386.40	1	FRANK M CILLIAN HEIRS	CAMDEN	499 SAILBOAT RD
R	03-8962-00-05-0472.0000	2,335.19	1		SHILOH	172 NECK RD

30 Oldest Unpaid - Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
						HORSESHOE RD
R	01-7989-00-01-1714.0000	7,418.60	10	CHARLES MILLER HEIRS	SOUTH MILLS	
R	03-8899-00-45-2682.0000	3,839.99	10	SEAMARK INC.	SHILOH	HOLLY RD
R	01-7080-00-62-1977.0000	2,034.38	10	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-8943-04-53-8214.0000	2,032.30	10	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7988-00-91-0179.0001	1,987.78	10	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7999-00-32-3510.0000	1,929.64	10	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	01-7999-00-12-8596.0000	1,856.74	10	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7989-04-60-1568.0000	1,787.55	10	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7989-04-60-1568.0000	945.00	10	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1568.0000	922.16	10	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	01-7989-04-60-1568.0000	777.91	10	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	02-8936-00-24-7426.0000	670.53	10	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	03-9809-00-24-6322.0000	636.33	10	DAVID B. KIRBY	CAMDEN	499 SAILBOAT RD
R	02-8955-00-13-7846.0000	583.82	10	MARIE MERCER	SHILOH	IVY NECK RD
R	03-8980-00-61-1968.0000	583.82	10	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	01-7090-00-95-5262.0000	253.12	10	JOHN P. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-8980-00-84-0931.0000	252.86	10	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
R	03-8989-00-45-1097.0000	201.43	10	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	03-8899-00-37-0046.0000	152.13	10	ELIZABETH LONG	SHILOH	HIBISCUS
R	03-9809-00-17-2462.0000	138.72	10	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	03-8962-00-04-9097.0000	2,509.41	9	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8990-00-64-8379.0000	1,088.57	9	CHRISTOPHER FROST-JOHNSON	SHILOH	LITTLE CREEK RD
R	02-8935-01-07-0916.0000	846.93	9	ROSSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	03-8962-00-70-7529.0000	674.58	9	MARY SNOWDEN	SHILOH	WICKHAM RD
R	01-7989-04-90-0938.0000	623.75	9	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	03-8962-00-60-7648.0000	281.11	9	FRANK WRIGHT ETAL	SHILOH	352 SANDY HOOK RD
R	03-8965-00-37-4242.0000	2,099.04	8	DORA EVANS FORES	SHILOH	STINGY LN
R	01-7091-00-64-6569.0000	1,385.62	8	CLARENCE D. TURNER JR.	SOUTH MILLS	457 NECK RD
R	03-8962-00-55-5300.0000	427.31	8	OCTAVIA COPPLAND HEIRS	SHILOH	HIBISCUS RD
R	03-8899-00-36-1568.0000	400.52	8	PETER BUTSAVAGE	SHILOH	

30 Largest Unpaid - Personal

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001709	2,183.53	10	JOHN MATTHEW CARTER	CAMDEN	150 158 HWY
P	0001591	859.53	1	HERBERT LEE BYRUM	CAMDEN	BILLETT'S BRIDGE RD
P	0002921	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	CAMDEN	133 EDGEWATER DR
P	0001538	653.15	10	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0000738	618.22	9	LESLIE ETHERIDGE JR	SHILOH	431 158 US W
P	0001072	569.40	10	PAM BUNDY	SHILOH	105 AARON DR
P	0002927	517.95	3	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0002924	497.77	2	PAUL BEAUMONT	SHAWBORO	106 DEERFIELD TRL
P	0001827	483.28	8	KAREN BUNDY	CAMDEN	431 158 US W
P	0002941	453.90	1	BARKER'S TRUCKING, INC	CAMDEN	108 SASSAFRAS LN
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	403.85	1	TOAN TRINH	SHILOH	229 SAILBOAT RD
P	0001546	343.89	2	GEORGE ROWLAND	CAMDEN	431 158 US W
P	0003339	302.87	1	JAIME ARMANDO ARIZAGA	SOUTH MILLS	182 CULPEPPER RD
P	0001694	288.99	8	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0000772	288.86	5	COSBY BAKER	SOUTH MILLS	114 BINGHAM RD
P	0002194	285.59	5	AARON MICHAEL WHITE	SHILOH	849 SANDY HOOK RD S
P	0001106	242.94	10	TAMI 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	0000905	232.45	2	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR
P	0001976	205.03	2	ANA ALICIA MARTINEZ LOPEZ	SHILOH	110 AARON DR
P	0002442	200.37	3	GERRALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0001408	193.32	2	SHELLY MARIE ANMON	SOUTH MILLS	612 MAIN STREET
P	0003109	181.33	1	CRAIG SCOTT CAREY	SOUTH MILLS	206 SHARON CHURCH RD
P	0001693	161.46	10	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0002182	160.72	1	ACADEMI TRAINING CENTER LLC	MOYOCK	850 PUDDIN RIDGE RD


30 Oldest Unpaid – Personal

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001709	10	2,183.53	JOHN MATTHEW CARTER	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	0000772	7	288.86	COSBY BAKER	SOUTH MILLS	114 BINGHAM RD
P	0000905	5	232.45	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR
P	0000295	4	792.09	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000846	4	403.85	TOAN TRINH	SHILOH	229 SAILBOAT RD
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	0002079	4	106.35	OCTAVIUS BANKS III	SOUTH MILLS	262 OLD SWAMP 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	0001976	3	205.03	ANA ALICIA MARTINEZ LOPEZ	SHILOH	110 AARON DR
P	0002442	3	200.37	GERRALD 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

Motion to approve the tax report as presented.

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

B. Resolution Adopting the Albemarle Regional Hazard Mitigation Plan – Ken Bowman



Camden County, North Carolina

**RESOLUTION ADOPTING THE
ALBEMARLE REGIONAL HAZARD MITIGATION PLAN**

WHEREAS, Camden County is vulnerable to an array of natural hazards that can cause loss of life and damages to public and private property; and

WHEREAS, the County and participating municipal jurisdictions desire to seek ways to mitigate situations that may aggravate such circumstances; and

WHEREAS, the development and implementation of a hazard mitigation plan can result in actions that reduce the long-term risk to life and property from natural hazards; and

WHEREAS, it is the intent of the Camden County Board of Commissioners to protect its citizens and property from the effects of natural hazards by preparing and maintaining a local hazard mitigation plan; and

WHEREAS, it is also the intent of the Camden County Board of Commissioners to fulfill its obligation under North Carolina General Statutes, Chapter 166A; North Carolina Emergency Management Act and Section 322; Mitigation Planning of the Robert T. Stafford Disaster Relief and Emergency Assistance Act to remain eligible to receive state and federal assistance in the event of a declared disaster affecting the Camden County; and

WHEREAS, Camden County actively participated in the planning process for the Albemarle Regional Hazard Mitigation Plan and has prepared a regional hazard mitigation plan update with input from the appropriate local and state officials; and

WHEREAS, the North Carolina Division of Emergency Management and the Federal Emergency Management Agency have reviewed the Albemarle Regional Hazard Mitigation Plan for legislative compliance and have approved the plan pending the completion of local adoption procedures;


NOW, THEREFORE, be it resolved that the Board of Commissioners of Camden County hereby:

- Adopts the Albemarle Regional Hazard Mitigation Plan; and
- Vests the Emergency Management Coordinator with the responsibility, authority, and the means to:
 - Inform all concerned parties of this action.
 - Cooperate with Federal, State and local agencies and private firms which undertake to study, survey, map, and identify floodplain or flood-related erosion areas, and cooperate with neighboring


communities with respect to management of adjoining floodplain and/or flood-related erosion areas in order to prevent aggravation of existing hazards.


- Appoints the Emergency Management Coordinator to assure that, in cooperation with the other participating jurisdictions, the Hazard Mitigation Plan is reviewed annually and every five years as specified in the Plan to assure that the Plan is in compliance with all State and Federal regulations and that any needed revisions or amendments to the Plan are developed and presented to the Camden County Board of Commissioners for consideration.
- Agrees to take such other official action as may be reasonably necessary to carry out the objectives of the 2020 Albemarle Regional Hazard Mitigation Plan.

Adopted this 6th day of July, 2020.


 Tom White, Chairman
 Camden County Board of Commissioners

ATTEST:


 Karen M. Davis
 Clerk to the Board of Commissioners



Attachment: bocminutes_070620 (2753 : BOC Meeting Minutes - July 6, 2020)

Motion to approve Resolution Adopting the Albemarle Regional Hazard Mitigation Plan as presented.

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

C. COVID-19 Small Business and Non-Profit Relief Grant Program – Ken Bowman

During a meeting between staff and with the NC Pandemic Recovery Office (NCPRO) on May 6, 2020 a plan was discussed for the County Distribution of the Coronavirus Relief Fund in the amount of \$426,810.

The plan was completed and submitted to NCPRO for review on May 27, 2020. The plan includes a number of areas where the funds can be spent including grant funding to assist small businesses negatively affected by COVID-19. Staff has developed a program to provide grant funds to eligible entities which would not be repaid by the selected awardees. The applicant pool will extend to non-profit organizations as well as small businesses. One of the objectives of the Grant Program is to support eligible small businesses, including non-profit organizations in Camden County, through grants to address costs of business interruptions caused by required closures. The size of the Grant Program award would be made based upon the number of employees.

The following structure proposed: 1–10 employees, \$1500; 11–25 employees, \$2000; 26–49 employees, \$2500.

Funds to administer the Grant Program would come from the CARES ACT. All applicants will receive direct communication about their status and entry in the Grant Program. Staff will continue to evaluate the most effective means of supporting small businesses during the COVID-19 pandemic. No later than sixty (60) days after the establishment of the Grant Program, staff will make a recommendation to the Board whether to contribute additional funds into the Grant Program and/or with alternative options to deploy the balance of the CARES Act funds to support economic recovery. The Board may increase this fund at any time through October 30, 2020.

RECOVERY GRANT APPLICATION

REQUIRED INFORMATION AND DOCUMENTATION

Business Legal Name: _____

Business Address: Street / City / State / Zip Code: _____

Business Phone: _____ Cell Phone: _____

Email: _____ Website: _____

When did the business start operating / open?
 Month: _____ Day: _____ Year: _____ Federal Tax ID #: _____

Legal structure (choose one):

Sole Proprietorship

LLC

Partnership

Corporation

Independent Contractor

Other: Explain _____

Check all that apply:

Small, Women, and Minority Owned (SWaM) Eligible

Veteran Owned (must provide copy of DD-214)

Small, Women, and Minority Owned (SWaM) Certified

If Veteran owned, please provide a copy of DD-214: _____

As of February 29, 2020, did you have employees? If, so how many?
 Yes* _____

No

DESCRIPTION OF BUSINESS

OWNERSHIP INFORMATION

Complete this section for each person who has 20% or more ownership interest in the business.

1. Name: First _____ Last _____

2. Home Address:
 Street _____ City _____
 State _____ Zip Code _____

3. Home Phone: _____ Cell Phone: _____ Work Phone: _____

APPLICANT QUALIFICATION QUESTIONNAIRE

Program eligibility is limited to those businesses which meet the following qualifications.

Has the business been established and operational in Camden County for at least the past 12 months (since March 1, 2019)?

Yes

No

Is the business current on all Camden County Tax obligations?

Yes

No

How often do you process and run payroll?

Weekly (52x per year)

Bi-weekly (26x per year)

Semi-monthly (24x per year)

Monthly (12x per year)

Total number of employees as of February 29, 2020:

- Full Time: _____
- Part Time: _____

Attachment: bocminutes_070620 (2753 : BOC Meeting Minutes - July 6, 2020)

Total number of employees as of last payroll run:

- Full Time: _____
- Part Time: _____

Total number of employees either laid-off or furloughed as a result of COVID-19 (since February 29, 2020):

- Full Time: _____
- Part Time: _____

Describe how business operations have been adversely impacted by the COVID-19 pandemic. Describe your plans for current and near term operations (during reduced COVID-19 business restrictions) in order to remain operational. Identify how you have maintained employment of all or certain employees and the type of positions being retained in comparison to pre-COVID-19 disruption:

Please list all grant/loan proceeds received from SBA programs via the 2020 CARES Act:

Proposed Use of Grant Funds

Building Rent/Mortgage Payments Amount (\$) _____
Description: _____

Working Capital Amount (\$) _____
Description: _____

Inventory Amount (\$) _____
Description: _____

Supplies Amount (\$) _____
Description: _____

Marketing/Advertising (\$) _____
Description: _____

Amount Total (\$): _____

ADDITIONAL INFORMATION REQUIRED

- The most recent year-end 2019 financial statement (P/L Statement & Balance Sheet)
- Current Year-to-date financial statement (P&L Statement & Balance Sheet)
- Federal Payroll Tax forms for January – March 31, 2020.

Litigation Disclosure:

A. Have you, or any principal, officer or director of your company been involved in any claim or litigation with the County of Camden during the last ten (10) years?

Yes*
 No

B. Has any parent company or wholly owned subsidiary of your company been involved in any claim or litigation with the County of Camden during the last ten (10) years?

Yes*
 No

*If you answered "Yes" to A and/or B above, please state the name(s) of the person(s), the nature and the status and/or outcome of the litigation:

By checking below, each applicant agrees to the following statements:

I acknowledge that this completed and signed application is only an application for the disaster assistance grant funds expressed herein. This application, even if favorably received, does not constitute a commitment on the part of Camden County to extend grant funds.

I agree to notify Camden County immediately in writing if any of the information contained in this application materially changes in any respect.

I agree to hold harmless and indemnify Camden County and its board members, employees, agents, representatives and associates against any claims, charge, suit, damages or other similar liability and to further waive any claims against Camden County whether now, existing or arising in the future regarding any damages, losses, liability, costs or expenses (including any attorney fees) incurred and arising from this application.

I understand that by submitting this application Camden County is under no obligation to approve and/or extend an assistance grant.

Non Discrimination in Grant Awards

Camden County does not discriminate against faith-based organizations or against any grant applicant because of race, religion, color, sex, national origin, age, disability or any other basis prohibited by state law.

PLEASE CHECK AND COMPLETE APPROPRIATE BOX

Only complete sections that apply to you.

If you are an Employee:

I am an employee and I work for Camden County in the Department of: _____

If you are Related to an Employee:

I am related to a Camden County employee.

Their name is: _____

They work for:

Camden County Department
 Camden County EDC Board Member
 Any Camden County Elected or Appointed Official

My relationship to the person above:

Father
 Mother
 Daughter
 Son
 Other: _____

If Neither Apply:

I am not related to an employee of Camden County, nor am I an employee of the Camden County.

ACKNOWLEDGEMENT

I HEREBY CERTIFY AND ACKNOWLEDGE THAT I HAVE READ THIS ENTIRE APPLICATION AS COMPLETED, AND THAT EACH RESPONSE IS TRUE, COMPLETE, AND ACCURATE.

Signature: _____

Title: _____

Date: Month / Date / Year: _____

Attachment: bocminutes_070620 (2753 : BOC Meeting Minutes - July 6, 2020)

Motion to approve the disbursement of between \$80k and \$100k to establish the COVID-19 Small Business and Non-Profit Relief Grant Program and authorize the County Manager to administer the grant program to meet program objectives.

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

D. Camden County Library Financing – Ken Bowman

The Resolution Calling for a Public Hearing is prepared to call for a Public hearing for the Proposed Public Library and Administrative Complex for the County of Camden. The County of Camden is considering entering into an installment financing agreement not to exceed \$3,600,000 for the proposed Complex. The County has decided to phase this project with the Library identified as Phase I.


The Reimbursement Resolution is prepared to allow the County to reimburse itself for expenditures prior to approval of the Installment Financing. The County intends to advance its own funds in order to pay certain costs upfront associated with the Library and Administrative Complex Project.

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 July 6, 2020.
Present: Chair Tom White, presiding, and Vice Chair Clayton Riggs, Commissioners Garry Meiggs, Randy Krainiak and Ross Munro
Absent: n/a
Also Present: County Manager Ken Bowman and Clerk to the Board Karen Davis
County Manager Ken Bowman introduced the following resolution the title of which was read and a copy of which had been distributed to each Commissioner:
RESOLUTION CALLING A PUBLIC HEARING IN CONNECTION WITH A PROPOSED INSTALLMENT FINANCING AGREEMENT TO FINANCE THE ACQUISITION, CONSTRUCTION AND EQUIPPING OF A NEW PUBLIC LIBRARY AND ADMINISTRATIVE COMPLEX FOR THE COUNTY OF CAMDEN, NORTH CAROLINA
WHEREAS, the County of Camden, North Carolina (the "County") is considering entering into an installment financing agreement pursuant G.S. 160A-20 in the principal amount not to exceed \$3,600,000 for the purpose of acquiring, constructing and equipping a new public library and administrative complex for the County (the "Project"); and
WHEREAS, in accordance with G.S. 160A-20(g), the County is required to hold a public hearing on such installment financing agreement;
NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners for the County hereby fixes 7:00 p.m. on August 3, 2020, in the Upstairs Historic Courtroom located at

117 North 343 in Camden, North Carolina, as the hour, day and place for the public hearing on such proposed installment financing agreement and hereby directs the Clerk to the Board of Commissioners for the County to publish notice of such public hearing once in The Daily Advance not later than the 10th day before said date.
Upon motion of Commissioner Clayton Riggs, the foregoing resolution entitled "RESOLUTION CALLING A PUBLIC HEARING IN CONNECTION WITH A PROPOSED INSTALLMENT FINANCING AGREEMENT TO FINANCE THE ACQUISITION, CONSTRUCTION AND EQUIPPING OF A NEW PUBLIC LIBRARY AND ADMINISTRATIVE COMPLEX FOR THE COUNTY OF CAMDEN, NORTH CAROLINA" was adopted by the following vote:
Ayes: Commissioners Tom White, Clayton Riggs, Garry Meiggs, Randy Krainiak and Ross Munro
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 July 6, 2020, as it relates in any way to the adoption of foregoing resolution calling for a public hearing on a proposed installment financing agreement and that said proceedings are recorded in the minutes of said Board of Commissioners for said County.
I DO HEREBY FURTHER CERTIFY that proper notice of such regular meeting was given as required by North Carolina law.
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Attachment: bocminutes_070620 (2753 : BOC Meeting Minutes - July 6, 2020)

WITNESS my hand and official seal of said County this 6th day of July, 2020.



Karen M. Davis
Clerk to the Board of Commissioners

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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 July 6, 2020.

Present: Chair Tom White, presiding, and Vice Chair Clayton Riggs,
Commissioners Garry Meiggs, Randy Krainiak and Ross Munro

Absent: na

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

* * * * *

County Manager 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 and equipping of a new public library and administrative complex for the County (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) \$3,600,000 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 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: Commissioners Tom White, Clayton Riggs, Garry Meiggs, Randy Krainiak
and Ross Munro

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 July 6, 2020, 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.

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WITNESS my hand and the official seal of said County this 6th day of July, 2020.



Karen M. Davis
Clerk to the Board of Commissioners

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Attachment: bocminutes_070620 (2753 : BOC Meeting Minutes - July 6, 2020)

Motion to adopt the Resolution calling a Public Hearing in connection with a proposed installment financing agreement to finance the acquisition, construction and equipping of a new public library and administrative complex for the County of Camden, North Carolina.

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

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 [UNANIMOUS]
MOVER: Ross Munro
AYES: White, Munro, Krainiak, Riggs, Meiggs

E. Camden County School Bond Referendum – Ken Bowman

The purpose of the Bond Order is to authorize contracting for debt in evidence of School Bonds in the amount not to exceed \$33,000,000. The document allows for the Public Hearing to be set on August 3, 2020 at 7:00 PM at the regularly scheduled Board of Commissioners meeting.

When introducing the Bond Order both the Sworn Statement of Debt & the Statement of Total Estimated Interest are being filed with the Clerk to the Board of Commissioners as required. This is for information only and no other action is required at this time by the Board of Commissioners.

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 July 6, 2020.

Present: Chair Tom White, presiding, and Vice Chair Clayton Riggs,
Commissioners Garry Meiggs, Randy Krainiak and Ross Munro
Absent: n/a

Also Present: County Manager Ken Bowman & Clerk to the Board Karen Davis

* * * * *

County Manager Ken Bowman introduced the following order authorizing bonds the title of which was read and a copy of which had been distributed to each Commissioner:

**ORDER AUTHORIZING
\$33,000,000 SCHOOL BONDS**

BE IT ORDERED by the Board of Commissioners for the County of Camden, North Carolina:

1. That, pursuant to The Local Government Bond Act, as amended, the County of Camden, North Carolina is hereby authorized to contract a debt, in addition to any and all other debt which said County may now or hereafter have power or authority to contract, and in evidence thereof to issue School Bonds in an aggregate principal amount not exceeding \$33,000,000 for the purpose of providing funds, together with any other available funds, for acquiring, constructing, expanding and renovating school buildings and other school facilities in said County, and the acquisition of related land, rights of way and equipment.

2. That taxes shall be levied in an amount sufficient to pay the principal of and the interest on said bonds.

3. That a sworn statement of the debt of said County has been filed with the Clerk to said Board of Commissioners and is open to public inspection.

4. That this order shall take effect when approved by the voters of said County at a referendum as provided in said Act.

Thereupon, upon motion of Ross Munro, the order entitled "ORDER AUTHORIZING \$33,000,000 SCHOOL BONDS" was adopted upon introduction by the following vote:

Ayes: Commissioners Tom White, Clayton Riggs and Ross Munro

Noes: Commissioners Garry Meiggs and Randy Krainiak

The Board of Commissioners thereupon designated the Finance Officer to file with the Clerk to the Board of Commissioners, the sworn statement of debt of said County which is required by The Local Government Bond Act, as amended, to be filed after the bond order has been introduced and before the public hearing thereon. The Board of Commissioners also designated the Finance Officer to file with the Clerk to the Board of Commissioners the statement of total estimated interest which is required by The Local Government Bond Act, as amended, to be filed with the Clerk to the Board of Commissioners at the time the bond order is introduced and further directed the Clerk to the Board of Commissioners to file a copy of such statement with the Local Government Commission.

Thereupon, the Finance Officer presented the sworn statement of debt and the statement of total estimated interest to the Clerk to the Board of Commissioners as so required.

On motion duly made and carried, the Board of Commissioners for said County fixed 7:00 p.m. on August 3, 2020, in the Upstairs Historic Courtroom located at 117 North 343 in

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Attachment: bocminutes_070620 (2753 : BOC Meeting Minutes - July 6, 2020)

Camden, North Carolina, as the hour, day and place for the public hearing upon the foregoing order and directed the Clerk to the Board of Commissioners to publish said order, as required by The Local Government Bond Act, as amended, once in The Daily Advance not later than the sixth day before said date.


* * * * *

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 at a regular meeting held on July 6, 2020, as it relates in any way to the introduction and adoption on introduction of an order authorizing bonds of said County and the calling of a public hearing upon such order and that said proceedings are to be recorded in the minutes of said Board.

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

WITNESS my hand and the official seal of said County this 6th day of July, 2020.

Karen M. Davis
Clerk to the Board of Commissioners



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**COUNTY OF CAMDEN, NORTH CAROLINA
SWORN STATEMENT OF DEBT MADE PURSUANT TO THE
LOCAL GOVERNMENT BOND ACT, AS AMENDED**

I, Stephanie Jackson, Finance Officer of the County of Camden, North Carolina, having been designated by the Board of Commissioners for said County to make and file with the Clerk to the Board of Commissioners a statement of the debt of said County pursuant to The Local Government Bond Act, as amended, DO HEREBY CERTIFY that the following is a true statement as shown by the books in my office, not taking into consideration any debt incurred or to be incurred in anticipation of the collection of taxes or other revenues or in anticipation of the sale of bonds other than funding and refunding bonds:

(a) GROSS DEBT

a(1) Outstanding debt evidenced by bonds:	\$ _____-0-
a(2) Bonds authorized by orders introduced, but not yet adopted:	
School Bonds	\$33,000,000
a(3) Unissued bonds authorized by adopted orders:	\$ _____-0-
a(4) Outstanding debt, not evidenced by bonds:	\$ _____-0-
(a) GROSS DEBT, being the sum of a(1), a(2), a(3) and a(4):	\$33,000,000

(b) DEDUCTIONS

b(1) Funding and refunding bonds authorized by orders introduced but not yet adopted:	\$ _____-0-
b(2) Funding and refunding bonds authorized but not yet issued:	\$ _____-0-
b(3) The amount of money held in sinking funds or otherwise for the payment of any part of the principal of gross debt other than debt incurred for water, gas, electric light or power purposes or sanitary sewer purposes (to the extent that the bonds are deductible under G.S. 159-55(b)):	\$ _____-0-
b(4) Bonded debt included in gross debt and incurred, or to be incurred, for water, gas, electric light or power purposes:	\$ _____-0-

b(5) Bonded debt included in gross debt and incurred, or to be incurred, for sanitary sewer system purposes (to the extent that said debt is made deductible by G.S. 159-55(b)):	\$ _____-0-
b(6) Uncollected special assessments heretofore levied for local improvements for which any part of the gross debt (that is not otherwise deducted) was or is to be incurred to the extent that such assessments will be applied, when collected, to the payment of any part of the gross debt:	\$ _____-0-
b(7) The amount, as estimated by the Finance Officer of special assessments to be levied for local improvements for which any part of the gross debt (that is not otherwise deducted) was or is to be incurred, to the extent that the special assessments, when collected, will be applied to the payment of any part of the gross debt:	\$ _____-0-
(b) DEDUCTIONS, being the sum of b(1), b(2), b(3), b(4), b(5), b(6) and b(7):	\$ _____-0-
(c) NET DEBT	
(c) NET DEBT, being the difference between the GROSS DEBT (a) and the DEDUCTIONS (b):	\$33,000,000
(d) ASSESSED VALUE	
(d) ASSESSED VALUE of property subject to taxation by the County, as revealed by the County tax records and certified to the County by the assessor:	\$1,210,019,407
(e) PERCENTAGE	
(e) Percentage which the NET DEBT (c) bears to the ASSESSED VALUE (d):	2.73%


The foregoing statement is true.

Stephanie B. Jackson
Finance Officer

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STATE OF NORTH CAROLINA)
COUNTY OF CAMDEN) ss:

Subscribed and sworn to before me this 6th day of July, 2020.


 *Sheri Stasko*
Notary Public
Printed Name: Sheri Stasko

My Commission expires 4/3/2022.

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 a statement which was filed with me at a meeting of the Board of Commissioners for said County held on July 6, 2020, after the introduction and before the public hearing on an order authorizing bonds of said County, and that said statement is open to public inspection in my office.

WITNESS my hand and official seal of said County this 6th day of July, 2020.

Karen M. Davis
Clerk to the Board of Commissioners



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Attachment: bocminutes_070620 (2753 : BOC Meeting Minutes - July 6, 2020)

**COUNTY OF CAMDEN, NORTH CAROLINA
STATEMENT OF TOTAL ESTIMATED INTEREST PURSUANT TO THE
LOCAL GOVERNMENT BOND ACT, AS AMENDED**

I, Stephanie Jackson, Finance Officer of the County of Camden, North Carolina (the "County"), having been designated by the Board of Commissioners for the County (the "Board") to make and file with the Clerk to the Board a statement of total estimated interest pursuant to The Local Government Bond Act, as amended, DO HEREBY CERTIFY as follows:

1. On July 6, 2020, the Board introduced a bond order authorizing the issuance by the County of \$33,000,000 School Bonds (the "Bonds").

2. If the Bonds are duly authorized and issued, I have estimated that the total amount of interest to be paid by the County over the expected term of the Bonds to be \$18,334,067. Such estimate is based on a number of assumptions regarding certain future events and circumstances, including the following:

(a) The Bonds will be issued in the aggregate principal amount of \$33,000,000.

(b) During an initial period of interim financing, the County would pay interest only for approximately one (1) year at an assumed interest rate of 2.50% per annum. Following the initial one-year period, the Bonds will be payable in 30 equal installments of principal and interest payable annually and bear interest at an assumed interest rate of 3.00% per annum. Such interest rates are reasonably conservative estimates provided by the County's financial advisor to be used for planning purposes. Prevailing interest rates at the time the Bonds are sold will vary based upon economic conditions at the time.

(c) The Bonds will not be redeemed prior to maturity.

The total estimated amount of interest on the Bonds over the expected term of the Bonds is preliminary and for general purposes only. The County makes no assurances that the assumptions upon which such estimate is based will occur, and the occurrence of certain of such assumption is beyond the control of the County. Differences between the actual circumstances at the time the Bonds are issued and the assumptions set forth above could result in significant differences between the total amount of estimated interest and the total amount of actual interest to be paid on the Bonds if and when issued. The validity of the Bonds is not subject to challenge on the grounds that the actual interest to be paid on the Bonds when issued is different than the total amount of estimated interest on the Bonds set forth above.


Signed this 6th day of July, 2020.

Stephanie B. Jackson
Finance Officer

* * * * *

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 a statement of total estimated interest which was filed with me at a meeting of said Board for said County held on July 6, 2020, after the introduction and before the public hearing on an order authorizing bonds of said County, and that said statement is open to public inspection in my office.

WITNESS my hand and official seal of said County this 6th day of July, 2020.



Karen M. Davis
Clerk to the Board of Commissioners

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Motion to adopt the Bond Order authorizing \$33,000,000 School Bonds.

RESULT: PASSED [3-2]
MOVER: Ross Munro
AYES: White, Munro, Riggs
NOES: Meiggs, Krainiak

Attachment: bocminutes_070620 (2753 : BOC Meeting Minutes - July 6, 2020)

F. School Site Preparation – Ken Bowman

Site Preparation for New School Project**Proposal**

- **Boundary/Topo - \$11,500**

Timmons group will perform a topographic field survey of the 60-acre site including the location and elevation of physical features. Locations of right of way improvements will be to the extent of the full width of the right of way immediately adjacent to the site. Topographic limits will be to either a point 25 feet beyond the property on the previously delineated wetland line. The downstream crossing culverts will also be located and standing water levels, if observed.

A locate ticket will be submitted to NC811 to locate horizontal locations of existing utilities and those locations will be surveyed as well. Immediate Downstream Storm Pipes and structures will also be located with inverts and sizes.

Deliverables to include a 24"x36" size map in both PDF and Harcopy.

- **Wetland Delineation and Survey - \$12,800**

Timmons Group will work with an environmental professional to have the 404 wetlands delineated and confirmed by the US Army Corps of Engineers. We will perform a field survey of the confirmed delineation and prepare a plat for execution by the US Army Corps of Engineers.

- **Geotechnical Investigation and Report - \$8,500**

Timmons group will perform 10 borings for a preliminary Geotech to 20' depth. The site was logged in late 2016 or early 2017 under and clearing and grubbing permit, therefore the assumption is no clearing will be required for the Geotech.

- **Architectural Concept Drawings to assist with Referendum - \$16,800**

Conceptual imaging for the new high school including graphically representation, based off meetings with the Board of Education and/or a building committee, to be used for presentations and or literature for the bond referendum.

Recommendation

The total itemized cost for the proposed site work is \$38,100. However, based on additional items that may occur such as clearing, bush hogging and road stabilization an additional \$12,000 is recommended bringing the total amount to \$50,000.

Commissioner Krainiak expressed concern that the current plans for a new school includes too much open space and not enough classroom space for the expected growth due to the construction of at least two new major subdivisions. He suggested placing a facility behind the Early College that house 200-300 students at a fraction of the cost of a new school and to take another look at a new school when there is major growth in the future.

Vice Chairman Riggs requested that staff look into the wetlands delineation that was previously conducted before moving forward with the proposal.

Motion to approve the requested amount of \$50,000 for school site preparation, less the \$12,000 if the wetlands delineation is still actionable.

RESULT: PASSED [4-1]
MOVER: Ross Munro
AYES: White, Munro, Riggs, Meiggs
NOES: Krainiak

ITEM 6. BOARD APPOINTMENTS

A. Tourism Development Authority

Motion to reappoint Janet Inge and Donna Stewart to the Tourism Development Authority for an additional term.

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

B. NCACC Conference Delegate

Motion to appoint Tom White as the voting delegate for the 2020 NCACC Annual Conference.

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

Motion to appoint Clayton Riggs as the alternate voting delegate for the 2020 NCACC Annual Conference.

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

ITEM 7. CONSENT AGENDA

The Consent Agenda was amended to add as Item 7.K. a Rezoning Request from Tonter Investments, Inc. - Set Public Hearing.

- A. BOC Meeting Minutes – May 28, 2020
- B. BOC Meeting Minutes – June 1, 2020
- C. School Budget Amendments

Budget Amendment
Camden County Schools Administrative Unit
Capital Outlay Fund

The Camden County Board of Education at a meeting on the 11th day of June 2020, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2020.

Code Number	Description of Code	Amount	
		Increase	Decrease
6550	Category III Projects	96,912.00	

Explanation:

Total Appropriation in Current Budget	\$	831,775.96
Amount of Increase/Decrease of Above Amendment		+ 96,912.00
Total Appropriation in Current Amended Budget	\$	928,687.96

Passed by majority vote of the Board of Education of Camden County Schools on the 11th day of June 2020.


Chris Albritton
Chairman, Board of Education

Joe Hull
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 6th day of July, 2020.

Anna Tubacca
Chairman, Board of County Commissioners

Karen M. Davis
Clerk, Board of County Commissioners



Budget Amendment
Camden County Schools Administrative Unit
Federal Grant Fund

The Camden County Board of Education at a meeting on the 11th day of June 2020 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2020.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	8,543.62	204.54
5200	Special Instructional Programs		
5300	Alternative Programs & Services	4,050.74	
8100	Payments to Other Govt Units	542.22	

Explanation: Revenues increased for carryover funds

Total Appropriation in Current Budget	\$	720,774.00
Amount of Increase/Decrease of Above Amendment		+ 12,932.04
Total Appropriation in Current Amended Budget	\$	733,706.04

Passed by majority vote of the Board of Education of Camden County on the 11th day of June, 2020.


Chris Albritton
Chairman, Board of Education

Joe Hull
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 6th day of July, 2020.

Anna Tubacca
Chairman, Board of County Commissioners

Karen M. Davis
Clerk, Board of County Commissioners



Budget Amendment
Camden County Schools Administrative Unit
Local Current Expense Fund

The Camden County Board of Education at a meeting on the 11th day of June, 2020 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2020.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		51,674.98
5200	Special Population Services	15,408.35	
5300	Alternative Programs & Services		4,658.74
5400	School Leadership Programs		
5800	School-Based Support Services	22,862.08	15,937.51
6100	Support & Development Services		74.83
6200	Special Population Support	2,547.05	
6300	Alternative Programs & Support		3,529.00
6500	Operational Support Services	152.20	
6700	Accountability Services		314.98
6800	System-Wide Pupil Support	31729.78	

Explanation:

Total Appropriation in Current Budget	\$	2,918,131.00
Amount of Increase/Decrease of Above Amendment		.00
Total Appropriation in Current Amended Budget	\$	2,918,131.00

Passed by majority vote of the Board of Education of Camden County on the 11th day of June, 2020.


Chris Albritton
Chairman, Board of Education

Joe Hull
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 6th day of July, 2020.

Anna Tubacca
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 11th day of June 2020 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2020.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	1,425.00	
7200	Child Nutrition	50,106.00	

Explanation:

Total Appropriation in Current Budget	\$	15,594,022.50
Amount of Increase/Decrease of Above Amendment		51,531.00
Total Appropriation in Current Amended Budget	\$	15,645,553.50

Passed by majority vote of the Board of Education of Camden County on the 11th day of June 2020.


Chris Albritton
Chairman, Board of Education

Joe Hull
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 6th day of July, 2020.

Anna Tubacca
Chairman, Board of County Commissioners

Karen M. Davis
Clerk, Board of County Commissioners



Attachment: bocminutes_070620 (2753 : BOC Meeting Minutes - July 6, 2020)

Budget Amendment
Camden County Schools Administrative Unit
State Public School Fund

The Camden County Board of Education at a meeting on the 25th day of June 2020 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2020.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	11,490.74	
5200	Special Instructional Programs	13,668.56	
5300	Alternative Programs & Services		4,740.20
5400	School Leadership		898.82
5800	School Based Support Services	44,019.95	
6100	Regular Program Support	8,093.74	
6200	Special Program Support		6,026.53
6500	Operational Support Services		513.64
6600	Fiscal and Human Resources		3,964.19
6700	Testing and Accountability		636.92
6900	Policy Leadership Services		6,415.61
7200	Child Nutrition Services		1,229.59

Explanation:


Total Appropriation in Current Budget	\$ 15,833,240.74
Amount of Increase/Decrease of Above Amendment	\$2,848.39
Total Appropriation in Current Amended Budget	\$ 15,886,089.13

Passed by majority vote of the Board of Education of Camden County on the 25th day of June 2020.

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 25th day of June 2020.

Christy Miller
Chairman, Board of Education

Kevin 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 25th day of June 2020 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2020.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		41,544.26
5200	Special Instructional Programs	40,199.72	
5300	Alternative Programs & Services	18,636.59	
5400	School Leadership	8,821.88	
5800	School Based Support Services		24,843.49
6100	Regular Program Support	552.01	
6200	Special Program Support		418.70
6500	Operational Support Services	3,319.64	
6600	Fiscal and Human Resources		1,077.74
6700	Testing and Accountability		
6900	Policy Leadership Services	401.40	4,884.45

Explanation:

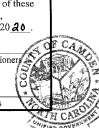
Total Appropriation in Current Budget	\$ 15,833,240.74
Amount of Increase/Decrease of Above Amendment	0.00
Total Appropriation in Current Amended Budget	\$ 15,833,240.74

Passed by majority vote of the Board of Education of Camden County on the 25th day of June 2020.

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 25th day of June 2020.

Christy Miller
Chairman, Board of Education

Kevin 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 25th day of June 2020 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2020.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	78,327.72	
5200	Special Instructional Programs	26,334.08	
5400	School Leadership	11,033.19	
5800	School Based Support Services	4,444.12	
6100	Regular Program Support	1,073.33	
6200	Special Program Support	3,262.11	
6500	Operational Support Services	15,102.78	
6600	Fiscal and Human Resources	36,850.24	
6700	Testing and Accountability	2,895.48	
6900	Policy Leadership Services	7,074.71	
7200	Child Nutrition Services	1,289.48	

Explanation:


Total Appropriation in Current Budget	\$ 15,645,553.50
Amount of Increase/Decrease of Above Amendment	187,687.24
Total Appropriation in Current Amended Budget	\$ 15,833,240.74

Passed by majority vote of the Board of Education of Camden County on the 25th day of June 2020.

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 25th day of June 2020.

Christy Miller
Chairman, Board of Education

Kevin M. Davis
Clerk, Board of County Commissioners



Budget Amendment
Camden County Schools Administrative Unit
Local Current Expense Fund

The Camden County Board of Education at a meeting on the 25th day of June, 2020 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2020.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		23,075.24
5200	Special Instructional Programs		5,112.59
5300	Alternative Programs & Services		1,990.14
5400	School Leadership Programs		313.83
6200	Special Population Support		213.70
6400	Technology Support Services		25.57
6500	Operational Support Services	38,580.07	
6600	Financial & Human Resource		1,004.15
6700	Accountability Services		216.90
6900	Policy, Leadership & Public	200.00	
7100	Community Services		123.78
7200	Nutrition Services		27.33
8100	Payments to Other Govt Units		6,727.98

Explanation:


Total Appropriation in Current Budget	\$ 2,918,131.00
Amount of Increase/Decrease of Above Amendment	0.00
Total Appropriation in Current Amended Budget	\$ 2,918,131.00

Passed by majority vote of the Board of Education of Camden County on the 25th day of June, 2020.

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 25th day of June 2020.

Christy Miller
Chairman, Board of Education

Kevin M. Davis
Clerk, Board of County Commissioners



Attachment: bocminutes_070620 (2753 : BOC Meeting Minutes - July 6, 2020)

Budget Amendment
Camden County Schools Administrative Unit
Federal Grant Fund

The Camden County Board of Education at a meeting on the 25th day of June 2020 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2020.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Services		2300.01
5200	Special Populations Services	80.25	
5800	School Based Support Services		12.19
8100	Payments to Other Govt Units		90.22

Explanation: Revenues increased for carryover funds

Total Appropriation in Current Budget	\$ 859,767.04
Amount of Increase/Decrease of Above Amendment	- 2,322.17
Total Appropriation in Current Amended Budget	\$ 855,444.87

Passed by majority vote of the Board of Education of Camden County on the 25th day of June, 2020.


Chris White
Chairman, Board of Education

John J. Furr
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 6th day of July 2020.

Chris White
Chairman, Board of County Commissioners

Karen M. Davis
Clerk, Board of County Commissioners



Budget Amendment
Camden County Schools Administrative Unit
Federal Grant Fund

The Camden County Board of Education at a meeting on the 25th day of June 2020 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2020.

Code Number	Description of Code	Amount	
		Increase	Decrease
6500	Operational Support Services	127,156.00	

Explanation: Revenues increased for carryover funds

Total Appropriation in Current Budget	\$ 733,706.04
Amount of Increase/Decrease of Above Amendment	+ 127,156.00
Total Appropriation in Current Amended Budget	\$ 860,862.04

Passed by majority vote of the Board of Education of Camden County on the 25th day of June, 2020.


Chris White
Chairman, Board of Education

John J. Furr
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 6th day of July 2020.

Chris White
Chairman, Board of County Commissioners

Karen M. Davis
Clerk, Board of County Commissioners



Budget Amendment
Camden County Schools Administrative Unit
Federal Grant Fund

The Camden County Board of Education at a meeting on the 25th day of June 2020 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2020.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Operational Support Services	820.97	
8100	Payments to Other Govt Units		587.66
8200	Unbudgeted Fund		1328.31

Explanation: Revenues increased for carryover funds

Total Appropriation in Current Budget	\$ 860,862.04
Amount of Increase/Decrease of Above Amendment	- 1,095.00
Total Appropriation in Current Amended Budget	\$ 859,767.04

Passed by majority vote of the Board of Education of Camden County on the 25th day of June, 2020.


Chris White
Chairman, Board of Education

John J. Furr
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 6th day of July 2020.

Chris White
Chairman, Board of County Commissioners

Karen M. Davis
Clerk, Board of County Commissioners



Budget Amendment
Camden County Schools Administrative Unit
Child Nutrition Fund

The Camden County Board of Education at a meeting on the 25th day of June 2020 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2020.

Code Number	Description of Code	Amount	
		Increase	Decrease
7200	Child Nutrition Services	85,988.05	

Explanation:

Total Appropriation in Current Budget	\$ 646,399.00
Amount of Increase/Decrease of Above Amendment	85,988.05
Total Appropriation in Current Amended Budget	732,387.05

Passed by majority vote of the Board of Education of Camden County Schools on the 25th day of June 2020.


Chris White
Chairman, Board of Education

John J. Furr
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 6th day of July 2020.

Chris White
Chairman, Board of County Commissioners

Karen M. Davis
Clerk, Board of County Commissioners



Attachment: bocminutes_070620 (2753 : BOC Meeting Minutes - July 6, 2020)

Budget Amendment
Camden County Schools Administrative Unit
Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 25th day of June, 2020 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2020.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Services	2,445.30	
6500	Operational Support Services		2,445.30


Explanation:

Total Appropriation in Current Budget	\$ 494,909.00
Amount of Increase/Decrease of Above Amendment	0.00
Total Appropriation in Current Amended Budget	\$ 494,909.00

Passed by majority vote of the Board of Education of Camden County on the 25th day of June 2020.

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 6th day of July 2020.

[Signatures]
Chairman, Board of Education Chairman, Board of County Commissioners
Secretary, Board of Education Clerk, Board of County Commissioners



D. DMV Monthly Report

STATE OF NORTH CAROLINA
COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County August Renewals Due 9/15/20

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
29,132.85	29,486.23	20,492.76	79,111.84

Witness my hand and official seal this 8th day of July

[Signature]
Chairman, Camden County Board of Commissioners

Attest:

[Signature]
Clerk to the Board of Commissioners of Camden County



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

[Signature]
Tax Administrator of Camden County

Attachment: bocminutes_070620 (2753 : BOC Meeting Minutes - July 6, 2020)

G. Refunds Over \$100

ACS Tax System 5/26/20 12:15:54 Refunds REFUNDS OVER \$100.00 To be Issued by Finance Office CAMDEN COUNTY

Refund\$	Remit To:	Reference:	Drawer/Transaction Info:
154.61	GARRETT, BERTHA MARLENE 379 OLD SWAMP ROAD SOUTH MILLS NC 27976	2019 R 01-7999-00-78-4680.0000 overpayment	20200427 1 252771
804.40	MCCOY, CHARLES E. & SHEILA E. 231 LAKE ROAD CAMDEN NC 27921	2019 R 01-8908-00-51-3864.0000 overpayment 2020 real taxes	20200428 1 252786
959.01	Total Refunds ***		

Submitted by Lisa S. Anderson Date 5-26-2020
 Lisa S. Anderson, Tax Administrator Camden County

Approved by G. Tom White Date 7-8-20
 G. Tom White, Chairman Camden County Board of Commissioners

H. Pickups, Releases & Refunds

NAME	REASON	NO.
Bridget Cartwright Johnson	Foreclosure Fee \$250.00	Pick-up/22096 R-119652 - 2019
Patricia Hobbs Harriss	Turned in plates \$109.71	Pick-up/22101 50792909 - 2019
Jay Todd Sandusky	Not listed in Camden County-Release interest \$153.61	Pick-up/22114 P-17108-2019

Attachment: bocminutes_070620 (2753 : BOC Meeting Minutes - July 6, 2020)

I. Home & Community Care Block Grant for Older Adults

DAAS-735
(revised 2/16)

July 1, 2020 through June 30, 2021

Home and Community Care Block Grant for Older Adults
Agreement for the Provision of County-Based Aging Services

This Agreement, entered into as of this 1st day of July, 2020, by and between the County of **Camden** (hereinafter referred to as the "County") and the **Albemarle Commission** Area Agency on Aging, (hereinafter referred to as the "Area Agency").

Witnesseth That:

WHEREAS, the Area Agency and the County agree to the terms and conditions for provision of aging services in connection with activities financed in part by Older Americans Act grant funds, provided to the Area Agency from the United States Department of Health and Human Services through the North Carolina Division of Aging and Adult Services (DAAS) and state appropriations made available to the Area Agency through the North Carolina Division of Aging and Adult Services, as set forth in a) this document, b) the County Funding Plan, as reviewed by the Area Agency and the Division of Aging and Adult Services, c) the Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers, d) the Division of Aging and Adult Services Service Standards Manual, Volumes I through IV, and, e) the Division of Aging and Adult Services Community Service Providers Monitoring Guidelines.

NOW THEREFORE, in consideration of these premises, and mutual covenants and agreements hereinafter contained, the parties hereto agree as follows:

- As provided in the Area Plan, community service providers specified by the County to encourage maximum collocation and coordination of services for older persons are as follows: **Albemarle Commission Inter County Public Transportation Authority Quality Home Staffing, Inc**
- a) The Community Service Provider(s), shall be those specified in the County Funding Plan on the **Provider Services Summary** format(s) (DAAS-732) for the period ending June 30 for the year stated above.
- Availability of Funds.** The terms set forth in this Agreement for payment are contingent upon the receipt of Home and Community Care Block Grant funding by the Area Agency.
- Grant Administration.** The grant administrator for the Area Agency shall be Laura Alvarico,

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Area Agency Director. The grant administrator for the County shall be **Ken Bowman, County Manager**.

It is understood and agreed that the grant administrator for the County shall represent the County in the performance of this Agreement. The County shall notify the Area Agency in writing if the administrator changes during the grant period. Specific responsibilities of the grant administrator for the County are provided in paragraph seven (7) of this Agreement.

- Services authorized through the County Funding Plan, as specified on the **Provider Services Summary** format(s) (DAAS-732) are to commence no later than July 1 of the state fiscal year and shall be undertaken and pursued in such sequence as to assure their expeditious completion. All services required hereunder shall be completed on or before the end of the Agreement period, June 30 of the state fiscal year.
- Assignability and Contracting.** The County shall not assign all or any portion of its interest in this Agreement. Any purchase of services with Home and Community Care Block Grant for Older Adults funding shall be carried out in accordance with the procurement and contracting policy of the community services provider or, where applicable, the Area Agency, which does not conflict with procurement and contracting requirements contained in 45 CFR Part 75, Subpart D-Post Federal Award Requirements, Procurement Standards. Federal funds shall not be awarded to any subrecipients who have been suspended or debarred by the Federal government. In addition, Federal funds may not be used to purchase goods or services costing over \$100,000 from a vendor that has been suspended or debarred from Federal grant programs.
- Compensation and Payments to the County.** The County shall be compensated for the work and services actually performed under this Agreement by payments to be made monthly by the Area Agency. Total reimbursement to the community service providers under this Agreement may not exceed the grand total of Block Grant funding, as specified on the **Provider Services Summary** format (DAAS-732).
 - Interim Payments to the County**
Upon receipt of a written request from the County, the Division of Aging and Adult Services, through the Area Agency, will provide the County Finance Officer with an interim payment equivalent to seventy percent (70%) of one-twelfth (1/12) of the County's Home and Community Care Block Grant allocation by the 22nd of each month.
 - Reimbursement of Service Costs**

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Reimbursement of service costs are carried out as provided in Section 3 of the N.C. Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers, revised February 17, 1997.

- Role of the County Finance Director**
The County Finance Director shall be responsible for disbursing Home and Community Care Block Grant Funding to Community Service Providers in accordance with procedures specified in the N.C. Division of Aging and Adult Services Home and Community Care Block Grant Manual for Community Service Providers, revised February 17, 1997.
- Payment of Administration on Aging Nutrition Services Incentive Program (NSIP) Subsidy**
NSIP subsidy for congregate and home delivered meals will be disbursed by the Division of Aging and Adult Services through the Area Agency to the County on a monthly basis, subject to the availability of funds as specified in Section 3 of the N.C. Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers, revised February 17, 1997.
If through the US Department of Agriculture Area Agency on Aging Elections Project, the County elects to receive a portion of its USDA entitlement in the form of surplus commodity foods in lieu of cash, the Area Agency will notify the County in writing of its community valuation upon notification from the Division of Aging and Adult Services. The delivery of commodity and bonus foods is subject to availability. The County will not receive cash entitlement in lieu of commodities that are unavailable or undelivered during the Agreement period.

- Reallocation of Funds and Budget Revisions.** Any reallocation of Block Grant funding between counties shall be voluntary on the part of the County and shall be effective only for the period of the Agreement. The reallocation of Block Grant funds between counties will not affect the allocation of future funding to the County. If during the performance period of the Agreement, the Area Agency determines that a portion of the Block Grant will not be expended, the grant administrator for the County shall be notified in writing by the Area Agency and given the opportunity to make funds available for reallocation to other counties in the Planning and Service Area or elsewhere in the state.

The County may authorize community service providers to implement budget revisions which do not cause the County to fall below minimum budgeting requirements for access, in-home, congregate, and home delivered meals services, as specified in Division of Aging and Adult Services budget instructions issued to the County. If a budget revision will cause the County to fall below minimum budgeting requirements for any of the aforementioned services, as

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specified in Division of Aging and Adult Services budgeting instructions issued to the County, the grants administrator for the County shall obtain written approval for the revision from the Area Agency prior to implementation by the community service provider, so as to assure that regional minimum budgeting requirements for the aforementioned services will be met.

Unless community services providers have been given the capacity to enter data into the Aging Resources Management System (ARMS), Area Agencies on Aging are responsible for entering amended service data into the Division of Aging and Adult Services Management Information System, as specified in the N.C. Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers, revised February 17, 1997.

- Monitoring.** This Agreement will be monitored to assure that services are being provided as stated in the Division of Aging and Adult Service Monitoring Policies and Procedures at <http://www.ncdohhs.gov/aging/monitor/mpolicy.htm>.
The monitoring of services provided under this Agreement shall be carried out by the Area Agency on Aging in accordance with its Assessment Plan and as specified in Administrative Letter 12-08. As of July 1, 2012, DAAS Program Compliance Representatives (PCRs) are no longer monitoring HCCBG services provided through county departments of social services.
Counties and community service providers will receive a written report of monitoring findings in accordance with procedures established in Section 308 of the AAA Policies and Procedures Manual (<http://www.ncdohhs.gov/aging/monitor/mpolicy.htm>). Any areas of non-compliance will be addressed in a written corrective action plan with the community service provider.
- Disputes and Appeals.** Any dispute concerning a question of fact arising under this Agreement shall be identified to the designated grants administrator for the Area Agency. In accordance with Lead Regional Organization (LRO) policy, a written decision shall be promptly furnished to the designated grants administrator for the County.

The decision of the LRO is final unless within twenty (20) days of receipt of such decision the Chairman of the Board of Commissioners furnishes a written request for appeal to the Area Agency. The request for appeal shall state the exact nature of the complaint. The Division of Aging and Adult Services will inform the Chairman of the Board of Commissioners of its appeal procedures and will inform the Area Agency that an appeal has been filed. Procedures thereafter will be determined by the appeals process of the Division of Aging and Adult Services. The state agency address is as follows:
Director
North Carolina Division of Aging and Adult Services
2101 Mail Service Center

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693 Palmer Drive
Raleigh, North Carolina 27699-2101

10. **Termination for Cause:** If through any cause, the County shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or the County has or shall violate any of the covenants, agreements, representations or stipulations of this Agreement, the Area Agency shall have the right to terminate this Agreement by giving the Chairman of the Board of Commissioners written notice of such termination no fewer than fifteen (15) days prior to the effective date of termination. In such event, all finished documents and other materials collected or produced under this Agreement shall at the option of the Area Agency, become its property. The County shall be entitled to receive just and equitable compensation for any work satisfactorily performed under this Agreement.

11. **Audit:** The County agrees to have an annual independent audit in accordance with North Carolina General Statutes, North Carolina Local Government Commission requirements, Division of Aging and Adult Services Program Audit Guide for Aging Services and Federal Office of Budget and Management (OMB) Uniform Guidance 2 CFR Part 200.

Community service providers, as specified in paragraph one (1), who are not units of local government or otherwise subject to the audit and other reporting requirements of the Local Government Commission are subject to audit and fiscal reporting requirements, as stated in NC General Statute 143C-6-22 and 23 and OMB Uniform Guidance CFR 2 Part 200, where applicable. Applicable community service providers must send a copy of their year-end financial statements, and any required audit, to the Area Agency on Aging. Home and Community Care Block Grant providers are not required to submit Activities and Accomplishments Reports. For-profit corporations are not subject to the requirements of OMB Uniform Guidance 2 CFR Part 200, but are subject to NC General Statute 143C-6-22 and 23 and Yellow Book audit requirements, where applicable. **Federal funds** may not be used to pay for a **Single or Yellow Book audit** unless it is a federal requirement. **State funds** will not be used to pay for a **Single or Yellow Book audit** if the provider receives less than \$500,000 in state funds. The Department of Health and Human Services will provide confirmation of federal and state expenditures at the close of the state fiscal year. Information on audit and fiscal reporting requirements can be found at <https://www.ncgrants.gov/NCGrants/PublicReportsRegulations.jsp>

The following provides a summary of reporting requirements under NCGS 143C-6-22 and 23 and OMB Uniform Guidance 2 CFR Part 200 based upon funding received and expended during the service provider's fiscal year.

Annual Expenditures	Report Required to AAA	Allowable Cost for Reporting
• Less than \$25,000 in	Certification form and State	N/A

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State or Federal funds	Grants Compliance Reporting < \$25,000 (item # 11, Activities and Accomplishments does not have to be completed)	
	Audited Financial Statements in Compliance with GAO/GAS (i.e. Yellow Book)	
• Greater than \$25,000 and less than \$500,000 in State Funds or \$750,000 in Federal Funds	Certification form and Schedule of Grantee Receipts > \$25,000 and Schedule of Receipts and Expenditures	N/A
	OR	
	Audited Financial Statements in Compliance with GAO/GAS (i.e. Yellow Book)	
• \$500,000 + in State funds but Federal pass through in an amount less than \$750,000	Audited Financial Statement in compliance with GAO/GAS (i.e. Yellow Book)	May use State funds, but not Federal Funds
• \$500,000+ in State funds and \$750,000+ in Federal pass through funds	Audited Financial Statement in compliance with OMB Uniform Guidance 2 CFR Part 200 (i.e. Single Audit)	May use State and Federal funds
• Less than \$500,000 in State funds and \$750,000+ in Federal pass through funds	Audited Financial Statement in compliance with OMB Uniform Guidance 2 CFR Part (i.e. Single Audit)	May use Federal funds, but not State funds.

12. **Audit/Assessment Resolutions and Disallowed Cost.** It is further understood that the community service providers are responsible to the Area Agency for clarifying any audit exceptions that may arise from any Area Agency assessment, county or community service provider single or financial audit, or audits conducted by the State or Federal Governments. In the event that the Area Agency or the Department of Health and Human Services disallows any expenditure made by the community service provider for any reason, the County shall promptly

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repay such funds to the Area Agency once any final appeal is exhausted in accordance with paragraph nine (9). The only exceptions are if the Area Agency on Aging is designated as a community service provider through the County Funding Plan or, if as a part of a procurement process, the Area Agency on Aging enters into a contractual agreement for service provision with a provider which is in addition to the required County Funding Plan formats. In these exceptions, the Area Agency is responsible for any disallowed costs. The County or Area Agency on Aging can recoup any required payback from the community service provider in the event that payback is due to a community service provider's failure to meet OMB Uniform Guidance CFR 2 Part 200, 45 CFR Part 1321 or state eligibility requirements as specified in policy.

13. **Indemnity:** The County agrees to indemnify and save harmless the Area Agency, its agents, and employees from and against any and all loss, cost, damages, expenses, and liability arising out of performance under this Agreement to the extent of errors or omissions of the County.

14. **Equal Employment Opportunity and Americans With Disabilities Act Compliance:** Both the County and community service providers, as identified in paragraph one (1), shall comply with all federal and state laws relating to equal employment opportunity and accommodation for disability.

15. **Data to be Furnished to the County:** All information which is existing, readily available to the Area Agency without cost and reasonably necessary, as determined by the Area Agency's staff, for the performance of this Agreement by the County shall be furnished to the County and community service providers without charge by the Area Agency. The Area Agency, its agents and employees, shall fully cooperate, with the County in the performance of the County's duties under this Agreement.

16. **Rights in Documents, Materials and Data Produced:** The County and community service providers agree that at the discretion of the Area Agency, all reports and other data prepared by or for it under the terms of this Agreement shall be delivered to, become and remain, the property of the Area Agency upon termination or completion of the work. Both the Area Agency and the County shall have the right to use same without restriction or limitation and without compensation to the other. For the purposes of this Agreement, "data" includes writings, sound recordings, or other graphic representations, and works of similar nature. No reports or other documents produced in whole or in part under this Agreement shall be the subject of an application for copyright by or on behalf of the County.

17. **Interest of the Board of Commissioners:** The Board of Commissioners covenants that neither the Board of Commissioners nor its agents or employees presently has an interest, nor shall acquire an interest, direct or indirect, which conflicts in any manner or degree with the performance of its service hereunder, or which would prevent, or tend to prevent, the satisfactory performance of the service hereunder in an impartial and unbiased manner.

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18. **Interest of Members of the Area Agency, Lead Regional Organization, and Others:** No officer, member or employee of the Area Agency or Lead Regional Organization, and no public official of any local government which is affected in any way by the Project, who exercises any function or responsibilities in the review or approval of the Project or any component part thereof, shall participate in any decisions relating to this Agreement which affects his personal interest or the interest of any corporation, partnership or association in which he is, directly or indirectly, interested; nor shall any such persons have any interest, direct or indirect, in this Agreement or the proceeds arising therefrom.

19. **Officials not to Benefit:** No member of or delegate to the Congress of the United States of America, resident Commissioner or employee of the United States Government, shall be entitled to any share or part of this Agreement or any benefits to arise herefrom.

20. **Prohibition Against Use of Funds to Influence Legislation:** No part of any funds under this Agreement shall be used to pay the salary or expenses of any employee or agent acting on behalf of the County to engage in any activity designed to influence legislation or appropriations pending before Congress.

21. **Confidentiality and Security:** Any client information received in connection with the performance of any function of a community service provider or its subcontractors under this Agreement shall be kept confidential. The community service provider acknowledges that in receiving, storing, processing, or otherwise handling any confidential information, the agency and any subcontractors will safeguard and not further disclose the information except as provided in this Agreement and accompanying documents.

22. **Record Retention and Disposition:** All state and local government agencies, nongovernmental entities, and their subrecipients, including applicable vendors, that administer programs funded by federal sources passed through the NC DHHS and its divisions and offices are expected to maintain compliance with the NC DHHS record retention and disposition schedule and any agency-specific program schedules developed jointly with the NC Department of Cultural Resources, Division of Archives and Records. Retention requirements apply to the community service providers funded under this Agreement to provide Home and Community Care Block Grant services. Information on retention requirements is posted at <http://www.ncdhhs.gov/comprod/retention/retention.htm> and updated semi-annually by the NC DHHS Controller's Office. By funding source and state fiscal year, this schedule lists the earliest date that grant records in any format may be destroyed. The Division of Archives and Records provides information about destroying confidential data and authorized methods of record destruction (paper and electronic) at <http://archives.ncder.gov/Tor-Government-Retention-Schedules/Authorized-Destruction>.

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Attachment: bocminutes_070620 (2753 : BOC Meeting Minutes - July 6, 2020)

DAAS-735
(revised 2/16)

The NC DHHS record retention schedule is based on federal and state regulations and pertains to the retention of all financial and programmatic records, supporting documents, statistical records, and all other records supporting the expenditure of a federal grant award. Records legally required for ongoing official proceedings, such as outstanding litigation, claims, audits, or other official actions, must be maintained for the duration of that action, notwithstanding the instructions of the NC DHHS record retention and disposition schedule.

In addition to record retention requirements for records in any format, the long-term and/or permanent preservation of electronic records require additional commitment and active management by agencies. The community service provider will comply with all policies, standards, and best practices published by the Division of Aging and Adult Services regarding the creation and management of electronic records.

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DAAS-735
(revised 2/16)

23. Applicable Law. This Agreement is executed and is to be performed in the State of North Carolina, and all questions of interpretation and construction shall be construed by the laws of such State.

In witness whereof, the Area Agency and the County have executed this Agreement as of the day first written above.

Camden County

Attest: Karen M. Davis By: Tom White
Chairman, Board of Commissioners



Area Agency

Attest: [Signature] By: [Signature]
Area Agency Director Executive Director, (Interim)
Lead Regional Organization

Provision for payment of the monies to fall due under this Agreement within the current fiscal year have been made by appropriation duly authorized as required by the Local Government Budget and Fiscal Control Act.

BY: Jeri Hansen
FINANCE OFFICER, Lead Regional Organization

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J. Surplus Property Request – Parks & Recreation

Item	Disposal Method	Suggested Value	Reason for Surplus
2010 Tahoe	GovDeals	\$500	High mileage, costly repairs

K. Rezoning Request Tontier Investments, Inc. – Set Public Hearing for August 3, 2020

Motion to approve the Consent Agenda as amended.

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

ITEM 8. COUNTY MANAGER’S REPORT

County Manager Ken Bowman included the following in his report:

- The Census Bureau mailed postcards June 24th-July 3rd reminding citizens to complete the 2020 Census. Census workers will begin collecting counts door-to-door as early as August 11th. The last day to respond to the Census is October 31, 2020.
- Camden County COVID-19 Update – 31 lab-confirmed cases; 12 active, 19 recovered
Thank you to everyone for continuing to social distance and limit gatherings.
- Happy Anniversary to Mrs. Bowman and thank you for a wonderful 35 years of marriage.

ITEM 9. COMMISSIONERS’ REPORTS

None.

Camden County Board of Commissioners
July 6, 2020

ITEM 10. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES

The following was provided to the Board for information purposes:

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

ITEM 11. OTHER MATTERS

None.

ITEM 12. 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
AYES:	White, Munro, Krainiak, Riggs, Meiggs

Chairman White adjourned the meeting at 7:45 PM.

ATTEST:

Tom White, Chairman
Camden County Board of Commissioners

Karen M. Davis
Clerk to the Board of Commissioners



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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 7.C
Meeting Date: August 03, 2020

Submitted By: Teri Smith,
Taxes
Prepared by: Teri Smith

Item Title **DMV Monthly Report**

Attachments: DMV Monthly Report Sept 2020 Renewals (PDF)

Summary: DMV Monthly Report September, 2020 Renewals Due 10/15/2020

Recommendation: Review and Approve

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County September Renewals Due 10/15/20

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
24,425.23	25,892.81	13,996.28	64,756.76

Witness my hand and official seal this _____ day of _____

Chairman, Camden County Board of Commissioners

Attest:

Clerk to the Board of Commissioners of Camden County

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

Lisa S. Anderson

Tax Administrator of Camden County

Attachment: DMV Monthly Report Sept 2020 Renewals (2754 : DMV Monthly Report)



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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 7.D
Meeting Date: August 03, 2020
Submitted By: Lisa Anderson, Tax Administrator
Taxes
Prepared by: Karen Davis
Item Title **Tax Collection Report**
Attachments: Tax Collection Report (PDF)

Tax Collection Report

JUNE 2020

Day	Amount	Amount	Name of Account	Deposits	Internet
	\$	\$		\$	\$
1	\$ 16,788.07			\$ 16,788.07	
2	70.02				70.02
	7,774.92		Refund - \$0.62	7,774.92	
3	4,275.15		Refund - \$2.66	4,275.15	
4	942.33			942.33	
5	4,440.00			4,440.00	
8	6,034.00			6,034.00	
9	5,537.19			5,537.19	
10	8,426.59			8,426.59	
11	4,524.60			4,524.60	
12	5,693.34			5,693.34	
15	445.00			445.00	
16	2,390.30			2,390.30	
17	3,850.00			3,850.00	
18	3,387.87			3,387.87	
19	7,295.86			7,295.86	
22	4,044.00			4,044.00	
23	3,624.00			3,624.00	
24	4,865.45		Over - \$0.50	4,865.45	
25	3,101.50			3,101.50	
26	4,665.93			4,665.93	
29	1,060.74		Refund - \$2.35	1,060.74	
30	9,260.00			9,260.00	
2	8,279.52		Refund - \$100.00		8,279.52
	230.00			230.00	
	\$ 121,006.38	\$ -		\$ 112,656.84	\$ 8,349.54
Total Deposits and PSN	\$ 121,006.38			\$ 121,006.38	
		PSN Checks - \$2.00 - for info only, fees were paid to PSN			
	\$ (105.63)	Refund			
	\$ (0.50)	Over			
	\$ -	Shortage			
	\$ -	Adjustment			
Grand Total	\$ 120,900.25				

Submitted by: Rosa S. Anderson Date: 7-6-2020

Approved by: _____ Date: _____

Attachment: Tax Collection Report (2749 : Tax Collection Report)



CAMDEN COUNTY

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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 7.E

Meeting Date: August 03, 2020

Submitted By: Teri Smith,
Taxes
Prepared by: Teri Smith

Item Title Vehicle Refunds Over \$100.00

Attachments: June, 2020 Refunds Over \$100.00 (PDF)

Summary: Vehicle Refunds Over \$100.00 for June, 2020

Recommendation: Review and Approve

REFUNDS OVER \$100.00

North Carolina Vehicle Tax System

NCVTS Pending Refund report

JUNE, 2020 REFUNDS OVER \$100.00



Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change	
HARRISS, PATRICIA HOBBS	HARRISS, PATRICIA HOBBS		191 LAMBS RD		CAMDEN, NC 27921	Proration	0050792909	HEA7622	AUTHORIZED	127239460	Refund Generated due to proration on Bill #0050792909-2019-2019-0000-00	Tag Surrender	06/18/2020	6/22/2020 11:13:33 AM	1843	Tax	(\$108.25)	\$0.00	(\$108.25)	
															2	Tax	(\$1.46)	\$0.00	(\$1.46)	
																		Refund	\$109.71	\$109.71

Submitted by Lisa S. Anderson Date 6-17-2020
Lisa S. Anderson, Tax Administrator Camden County

Approved by _____ Date _____
G. Tom White, Chairman Camden County Board of Commissioners



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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 7.F

Meeting Date: August 03, 2020

Submitted By: Teri Smith,
Taxes
Prepared by: Teri Smith

Item Title Refunds Over \$100.00

Attachments: JULY 2020 REF OVER \$100 (PDF)

Summary: July, 2020 Refunds Over \$100.00

Recommendation: Review and Approve

Refund\$	Remit To:	Reference:	Drawer/Transaction Info:
197.63	BOYD OF NORTH CAROLINA 544 NEWTOWN RD, SUITE 128 VIRGINIA BEACH VA 23462	2019 R 01-7081-00-03-6230.0000 R116538/2019 STORM WATER CORR	20200716 99 253336
100.00	BRANDON MARRA 109 AVERY DRIVE SHILOH NC 27974	2019 R 03-8970-00-29-5452.0000 OVERPAYMENT R122299/19	20200630 69 253244
162.04	LEARY, KATHRYN WILLIAMS 112 SEYMOUR DRIVE CAMDEN NC 27921	2019 R 02-8917-00-83-3224.9420 R119805/2019 STORM WATER CORR	20200716 99 253341
179.05	LERETA LLC ATTN: REFUND DEPT. PO BOX 35605 DALLAS, TX 75239788	2019 R 03-8962-00-56-7699.0000 overpayment 241 Wickham Road	20200526 1 252996
251.40	MULLEN, HERBERT TAYLOR 101 E ELIZABETH STREET ELIZABETH CITY NC 27909	2019 R 01-7989-00-54-8891.0000 R117609/2019 STORM WATER CORR	20200716 99 253333
402.19	OLD MILL FARMS 1000 RIVERSHORE RD ELIZABETH CTY NC 27909	2019 R 01-8000-00-44-0092.0000 R117699/2019 STORM WATER CORR	20200716 99 253362
281.49	SAWYER, ALICE B. 645 NORTH 343 CAMDEN NC 27921	2019 R 02-8927-00-12-5422.0000 R120361/2019 STORM WATER CORR	20200716 99 253340
239.73	SAWYER, WAVERLY MEIGGS 117 HAVENWOOD DR CAMDEN NC 27921	2019 R 01-8917-00-45-3242.0000 R118039/2019 STORM WATER CORR	20200716 99 253343

1,813.53 Total Refunds

Submitted by Lisa S. Anderson Date 7-21-2020
Lisa S. Anderson, Tax Administrator Camden County

Approved by _____ Date _____
G. Tom White, Chairman Camden County Board of Commissioners



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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Consent Agenda

Item Number:	7.G
Meeting Date:	August 03, 2020
Submitted By:	Lisa Anderson, Tax Administrator Taxes Prepared by: Karen Davis
Item Title	Pickups, Releases & Refunds
Attachments:	Pickups, Releases & Refunds (PDF)

NAME	REASON	NO.
Waverly Meiggs Sawyer	Storm Water Fee Correction - Refund \$239.73	Pick-up/21802 R-118039-2019
Katryn Williams Leary	Storm Water Fee Correction - Refund \$162.04	Pick-up/21800 R-119805-2019
Alice B. Sawyer	Storm Water Fee Correction - Refund \$281.49	Pick-up/21799 R-120361-2019
Camden Plantation Properties	Storm Water Fee Correction - Refund \$\$197.63	Pick-up/21796 R-116538-2019
Herbert Taylor Mullen, Jr.	Storm Water Fee Correction - Refund \$251.40	Pick-up/21793 R-117609-2019
Douglas V. Cartwright	Roll back taxes - pick-up \$9,173.91	Pick-up/21781 R-118932-2019 R-111581-2018 R-104295-2017
James L. Cartwright	Roll back taxes - pick-up \$10,031.52	Pick-up/21782 R-118937-2019 R-111586-2018 R-104300-2017
Josiah James Menking	Turned in plates - Refund \$229.14	Pick-up/21777 52158874
Old Mill Faarms	Storm Water Fee Correction - Refund \$402.19	Pick-up/21820 R-117699-2019
Donald ray James	Turned in plates - Refund \$145.64	Pick-up/21827 51916086
Max Loraine Hartung, Jr.	Turned in plates - Refund \$135.25	Pick-up/21826 51436178
James R. Williams	Roll back taxes - pick-up \$1,246.04	Pick-up/21829 R-106221-2017 R-113500-2018 R-120840-2019
Edgar Norman Decoteau	Turned in plates \$118.65	Pick-up/21831 51849892

Attachment: Pickups, Releases & Refunds (2762 : Pickups, Releases & Refunds)



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Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Consent Agenda

Item Number: 7.H
Meeting Date: August 03, 2020

Submitted By: Stephanie Jackson, HR Director
Finance
Prepared by: Karen Davis

Item Title **Annual Senior Nutrition Contract**

Attachments: Albemarle Commission Senior Nutrition Contract
(PDF)

**ALBEMARLE COMMISSION
SENIOR NUTRITION CONTRACT**

This Agreement entered into as of this first day of July, 2020 by and between **CAMDEN COUNTY** (hereinafter referred to as Contractor), and the **Albemarle Commission**, (hereinafter referred to as AC), with offices located at 512 South Church St., Hertford, North Carolina, WITNESSETH THAT;

WHEREAS, AC wishes to make available certain services to elderly residents within a service area hereafter described; and,

WHEREAS, the Contractor warrants that it is capable of providing the services hereafter described; and,

WHEREAS, the Contractor desires to assist AC in this endeavor;

NOW, THEREFORE, the parties hereto do agree as follows:

1. Employment of Contractor: AC hereby agrees to engage the Contractor to perform the services hereinafter set forth.
2. Time of Performance: **The services of the Contractor are to commence on July 1, 2020, and shall be completed by June 30, 2021.**
3. Scope and location of Services: The Contractor shall do, perform, and carry out in a satisfactory and proper manner, as determined by AC, the agreements and assurances required in the Request for Proposal and the services specified in No. 35—Special Conditions.
4. Personnel: The Contractor represents that it has, or will secure at its own expenses, all personnel required in performing the services under this Agreement. Such personnel shall not be employees of, or have any contractual relationship with AC. All personnel engaged in the work shall be fully qualified.

It is understood and agreed that **LAURA JOLLEY** shall represent the Contractor as Project Manager in the performance of this Agreement. Any change in such Project Managers shall be subject to the written approval of AC.

5. Compensation: The Contractor and AC expressly understand and agree that in no event will the total compensation and reimbursement paid thereunder by the AC exceed the maximum of **Eight Thousand Two Hundred and Seventy One Dollars and 72 Cents (\$8,271.72) for 999 hours (4 hrs per day) of Nutrition Service** and shall constitute full and complete compensation for the Contractor’s services hereunder. (This is a part-time position)

Attachment: Albemarle Commission Senior Nutrition Contract (2750 : Annual Senior Nutrition Contract)

6. Reimbursement Rate Per Unit of Service: Albemarle Commission will reimburse the Contractor **\$8.28** for each hour of Nutrition Service served to eligible clients, such units of service being defined in No. 35 – Special Conditions.
7. Reprogramming of Funds: It is understood and agreed that, in the event that the amount of funds received from the North Carolina Division of Aging is reduced, AC may in turn, decrease the total compensation and reimbursement to be paid hereunder and in accordance with Paragraph 14, changes in the Scope of Services.
8. Change of Reimbursement. At its sole discretion, AC may re-negotiate the reimbursement shown in Paragraph 6 of this Agreement. However, in no case will AC increase the overall amount shown in Paragraph 5.

The parties agree they will consider increasing the reimbursement rate only under two circumstances:

- a) Upon a showing by Contractor that actual costs have increased due to factors beyond Contractor's control (e.g., increases in gasoline costs, union settlement on wages, etc.); or
- b) Upon a showing by Contractor that actual costs have increased due to a sudden increase in client load (e.g., due to a disaster). In the event that the reimbursement rate is increased, the total units of service to be delivered will be correspondingly decreased.

The parties further agree that AC shall have the right to decrease the reimbursement rate under any circumstances which show that actual costs are less than projected; including, but not limited to, circumstances in which:

- a) Overall costs of providing service are shown to be less than forecast in the Contractor's original bid for this service; or
 - b) The Contractor fails to document the required cost-sharing, such that the AC reimbursement rate exceeds 100 percent of service costs. In the event The reimbursement rates are decreased, AC may, at its option, increase The total number of units of service to be delivered.
9. Method of Payment: After the first month, Contractor shall submit a monthly report to AC on the number of service units delivered and capital cost through the end of prior month for reimbursement.
 10. Documentation of Expenses: Contractor shall maintain full and complete documentation of all expenses associated with performing the scope of work under the contract. Expenses documentation shall include: time sheets for AC

clients; receipts for any supplies purchased for use on this contract; any applicable subcontract expenditures; and such other documentation necessary to substantiate overall costs of delivering the contracted service (including Contractor contribution as well as amounts reimbursed by AC).

11. Payment by Service Recipient: No individual receiving services under the terms of this Agreement shall be required to pay any part of the cost of the service. However, recipients shall be given the opportunity by the Contractor to make some contribution for the service in a manner approved by the AC.

Contractor shall post a notice in a conspicuous place, stating that no charge is Made for the service, but that contributions will be accepted. Contractor shall furnish envelopes to all clients for confidential contributions. Contractor shall offer a locked box in a convenient location for confidential deposit of envelopes.

12. Cost Sharing: Cost Sharing is any money received by Contractor as a direct result of contract activity. Contractor shall maintain daily records of activity, Contractor shall maintain daily records of activity. Program income shall be used in the same year it is received to provide additional services.

13. Monitoring, Auditing and Reporting: The Contractor agrees to submit to audit by AC, the State of North Carolina, or the federal government for a three year period following final payment under the terms of this Agreement. The Contractor agrees to permit monitoring by AC, its staff and appropriate representatives, and to comply with such reporting procedures as may be established by AC. The Contractor further agrees that all pertinent financial records shall be made available for copying upon request by AC, the state or federal government, or their agents.

It is understood and agreed that the report procedures established by AC may include, but not be limited to, the names and addresses of individuals receiving services under the terms of this contract, with the understanding that no personal information obtained from any individual will be disclosed by AC in a form which allows identification of the individual, without the written consent of the individual.

It is understood and agreed that the report procedures established by AC may also include actual costs incurred per unit of service including both AC costs and contractor contributions.

It is further understood that the agency is responsible to AC for clarifying any audit exceptions that may arise from AC independent audit, the Department of Human Resources audit, or any federally conducted audit. AC requires the Contractor to send a copy of their audit when received from the independent auditors. In addition, contractors are responsible for paying any governmental

funds that may be part of the audit exception.

14. Changes: AC may, from time to time, require changes in the Scope of Services to be performed. Such changes, including any increase or decrease in the amount of the Contractor's compensation which is mutually agreed upon between AC and the Contractor, shall be incorporated in written amendments to this Agreement.
15. Termination of Agreement for Cause: If through any cause the Contractor shall fail to fulfill in timely and proper manner its obligations under this Agreement, or if the Contractor shall violate any of the covenants, agreements or stipulations of this Agreement, AC shall thereupon have the right to terminate this Agreement by giving written notice to the Contractor of such termination and specifying the effective date thereof. The date of notice shall be at least five (5) days before the AC effective date of such termination.

In the event of termination, such data, studies, surveys, drawings, maps and reports prepared by the Contractor shall, at the option of AC, become its property and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials. Client files of the agency, developed under this contract shall become the property of the AC upon completion and/or termination of this contract.

Notwithstanding the above, the Contractor shall not be relieved of liability to AC by virtue of any breach of the Agreement by the Contractor, and AC may withhold any payments to the Contractor for the purpose of set-off until such time as the exact amount of damages due AC from the Contractor is determined.

16. Cancellation for Convenience of AC: AC may cancel this Agreement at any time by giving written notice to the Contractor of such cancellation and specifying the effective date of such cancellation. If the Agreement is canceled by AC as provided herein, the Contractor will be paid for work satisfactorily completed.
17. Disputes: Any disputes which arise in the interpretation of this contract shall be resolved in the following manner:
 - a) The Contractor shall submit a letter to AC specifying the nature of the dispute asking for resolution of the dispute.
 - b) The Executive Director of the AC will meet with the Contractor to resolve the dispute. The Executive Director of the AC will document the resolution in a letter to the Project Manager.
 - c) If the Contractor is dissatisfied with the resolution of the dispute decided by the AC Executive Director, the Contractor may appeal the Executive Director's decision in writing to the AC Budget and Personnel Committee.

- d) The AC Budget and Personnel Committee will consider the appeal at its next scheduled meeting, which shall occur no less than 10 days following receipt of the written appeal request. The decision of the Budget and Personnel Committee is final.
18. Subcontracting: None of the work or service covered by this Agreement shall be subcontracted without the prior written approval of AC. All approved subcontracts must conform to the applicable requirements set forth in this Agreement and must attach and include by reference Appendix A - Scope of Services.
19. Compliance with Service Standards and Required Procedures: Contractor shall perform the services set forth in this Agreement in compliance with applicable standards and procedures specified in Appendix A – Scope of Services. Contractor further agrees to comply with applicable standards for this service which are, or may be, specified by the North Carolina Division of Aging, any other State of North Carolina agency, the Division of Aging Policy Manual, and the AC Policy Manual.
20. Service Priorities: Contractor shall give priority for service to those older people with the greatest social and economic need. Where the nature of the service allows, Contractor shall make special efforts to serve the moderately impaired, isolated and homebound elderly on a priority basis, as set out in the proposal and as indicated in the service standards established by the Division of Aging.
21. Equal Opportunity and Affirmative Action: In carrying out this contract, Contractor shall deny none of the benefits or services of the program to any eligible recipient on the grounds of age, sex, religion, race, color, handicap, or national origin.

The Contractor also agrees not to discriminate against any employee or applicant for employment because of age, race, color, religion, sex, handicap or national origin. The Contractor shall take affirmative action to insure that applicants are employed, and that employees are treated during employment without regard to their age, race, color, religion, sex, handicap, or national origin. Such action shall include, but not be limited to: employment or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.

The Contractor shall, in all solicitations or advertisements for employees placed by, or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, color, religion, sex, handicap, or national origin.

It is further agreed by the Parties that the Contractor shall take affirmative action to solicit subcontractors with or purchases from minority business enterprises as defined in the Public Works Employment Act of 1977, 42 U.S.C. 6705 (f) (2),

where such subcontracting or purchasing, if any, is or may be undertaken under the terms of this Agreement.

22. Confidentiality: Any reports, recipient information, data, or other materials given to, or prepared or assembled by the Contractor under this Agreement which AC requests to be kept confidential, shall not be made available to any individual or organization by the Contractor without prior written approval of AC.
23. Identification of Documents: All reports, maps, and other documents completed as part of this Agreement, other than documents exclusively for internal use within AC, shall carry the following statement on the front cover, or a title page containing the name of AC.

THE PREPARATION OF THIS (Report, Document, Etc.) WAS FINANCED IN PART THROUGH A FEDERAL GRANT BY THE NORTH CAROLINA DEPARTMENT OF HUMAN RESOURCES, DIVISION OF AGING, UNDER THE PROVISIONS OF TITLE III, OLDER AMERICANS ACT OF 1965, AS AMENDED.

24. Licenses and Permits: Contractor shall maintain all required licenses, permits, bonds, and insurance required for carrying out the services in Appendix A. the Contractor shall notify the AC immediately if any required licenses or other permits are canceled, suspended, or otherwise ineffective. Failure to maintain proper licenses permits, bonds and insurance shall be a basis for AC disallowing all or part of payments under this contract or for termination of this agreement for cause.
25. Insurance: Notwithstanding any other insurance requirements, Contractor shall, within ten (10) days of the effective date of this Agreement, provide AC with a certificate of insurance for public liability insurance in the minimum amount of One Hundred Thousand/Three Hundred Thousand Dollars (\$100,000/\$300,000). If Contractor uses a vehicle in fulfilling its duties under this Agreement, Contractor shall also provide evidence of automobile insurance in the minimum amount of Twenty-Five Thousand/Fifty Thousand Dollars (\$25,000/\$50,000 liability insurance and Fifty Thousand Dollars (\$50,000) property insurance. Failure to provide evidence of insurance shall be deemed an automatic violation of this Agreement and could therefore lead to termination of the Agreement by AC. The Contractor shall hold AC harmless for any damages to the person or property of any individual or organization as the result of the execution of the scope of service to be performed under this Agreement.
26. Conflict of Interest: The Contractor covenants that it presently has no interest and shall not acquire any interest, directly or indirectly, which would conflict in any manner or degree with the performance of services required to be performed under this Agreement. The Contractor further covenants that, in the performance of this Agreement, no person having any such interest shall be employed.

27. Interest of Members of AC and Others: No officer, member, or employee of AC and no member of its governing body, and no other public official of the governing body of the locality or localities in which the project is situated or being carried out who exercises any functions or responsibilities in the review or approval of this project, shall participate in any decision relating to this Agreement which affects his or her personal interest or have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.
28. Officials not to Benefit: No member of or delegate to Congress, or resident commissioner, shall be admitted to any share or part of this contract, or to any benefit that may arise therefrom.
29. Assignability: The Contract shall not assign, sublet, or transfer all or any portion of its interest in this Agreement without the prior written approval of the Agency's Executive Director or his authorized agent.
30. Resources Development: The Contractor shall investigate other agencies and resources providing services to the elderly and shall coordinate its own services to minimize overlap and duplication.
31. Disaster Assistance: In the event that elderly individuals are endangered by the occurrence of a tornado, fire, flood, severe temperature extremes, or other disaster-related situation, the Contractor shall cooperate with requests for assistance from AC on behalf of the elderly individuals.
32. **Attendance at AC Meetings: The Contractor, upon request of AC, shall attend any committee or special meeting relating to the project, or staff development training.**
33. Participant Input: The Contractor shall, with the assistance of AC, develop a procedure for providing elderly service recipients with an opportunity to assess and evaluate the program. This assessment shall be performed on a regular basis.
34. Applicable Laws, Rules, and Regulations: This contract shall be deemed to have been executed and performed in the State of North Carolina, and all questions of interpretation and construction shall be construed by the laws of such State. In addition, Contractor shall be governed by all applicable Federal, State, and Local rules, regulations and policies.
35. Special Conditions:

Appendix A- CONGREGATE NUTRITION

Service Definition:

The provision of a meal in a group setting.

Unit of Service:

One hour –four hours daily.

Service Objective:

To promote the health and well being of older people through the provision of nutritious meals and opportunities for social and recreational services and access to other services.

Service Activities:

Prepare specific congregate meal site(s) at least 5 days per week for dining.

- Set up tables, chairs, place settings, and table condiments.
- Clean up after meals, washing non-disposable items and dispose of litter and garbage.
- Welcome participants to site.
- Station staff, both paid and volunteers, to keep attendance records and to encourage donations to program.

Food Service:

- Receive meals from caterer or central kitchen, take and record temperatures of all hot and cold food items.
- Prepare food service line for serving meals.
- Supervise portioning of food onto plate by donated and volunteer staff, take food temperatures again immediately before portioning.
- Provide assistance to participants who have difficulty walking or carrying trays.
- Review and maintain records on food quality and quantity.

Coordinate Services:

- Arrange transportation to site for participants.
- Recruit and train volunteers.
- Provide grocery shopping assistance and/or education at least 2 times per month.
- Provide for nutrition education at least 2 times per month.
- Provide for health and social service information at least once per month.
- Provide an exercise program one time per week.
- Provide activities daily.
- Outreach activities will be conducted to identify and attract health impaired, socially and/or economically need persons in need of nutrition services.

Preferred Target Groups: Persons who are health impaired, and who are in need of nutritional supports or those older persons whose independent living arrangements lack

proper facilities for meal preparation. Those persons who are ambulatory, but lack sufficient health and/or motivation to prepare meals regularly.

Locale of Service:

- At an approved public or private community facility with the following characteristics.
- Has been approved by the local health department.
- Has been inspected by the local fire department and meets all local and state fire codes.
- Has been approved in writing by the Area Agency on Aging prior to opening.
- Is in compliance with 504 Regulations.
- Is located near concentrations of preferred target group persons.
- Must have at least 12-14 square feet per person excluding halls, bathrooms, kitchen areas.
- Must be a facility where all eligible persons feel free to visit and will not offend their cultural and ethnic preferences.
- Must have adequate number of tables and chairs appropriate for older adults.
- Must have at least 2 exits which are unlocked during hours of operation.
- Must have adequate parking.
- Must have a safe and appropriate place to mount and dismount from vans or other group transportation vehicles.
- Must be heated during colder months to at least 72° F. while participants are present.
- There must be a “termination of services” policy on file for each participant.

Access to Services:

- Participants will be referred to service by self, friend, neighbor, or a community resource.

Delivery Characteristics:

- Meals shall be served at least 5 days per week at the site.
 - There shall be a feedback mechanism to obtain information on menu preference of participants, and other issues at site.
 - The approved menu shall be publicized one week in advance at the site and shall be identified as the Nutrition Program for the elderly menu and shall specify serving dates.
 - Each meal shall provide at least 1/3 of the current recommended daily dietary allowances Food and Nutrition boards of the National Research Council and shall meet the following meal pattern when plated for each participant.
- a) 2 ounces cooked edible portion of meat, fish, fowl, eggs; cooked dry beans or cheese may be used for a maximum of 4 times per month as substitute for one ounce of meat; textured vegetable protein may only be used as specified in the Division of Aging Manual.

- b) Two, one-half cup servings of vegetables, fruits, and full strength fruit/vegetable juices. There must be one cold source of Vitamin C which provides at least 1/3 RDA of Vitamin C daily.
- c) One serving enriched or whole grain bread, biscuits, rolls, muffins, sandwich buns, cornbread, other hot breads or enriched or whole grain cereals or cereal products such as rice, macaroni, dumplings, pancakes, and waffles.
- d) One teaspoon of butter or fortified margarine in a packaged chip.
- e) One, one-half cup serving of dessert which may be fruit, full strength fruit juice, pudding, gelatin, ice cream, ice milk, sherbet, cake, pie, cookies and similar foods.
- f) One-half pint of fortified whole, skim, or low-fat milk, buttermilk, yogurt, or cheese (3 ozs.).
- g) Fruit or juice used as a dessert may not be counted toward the two servings of vegetables and fruits.
- Contractor shall tell the participants about agency procedures for service, confidentiality, waiting lists, service priorities, complaint and grievance, and other matters germane to the participants' decision to accept service, and about his opportunity to make a voluntary contribution to the program.
 - Every effort shall be made to make the dining room and meals attractive.
 - A completed calendar of site activities and programs must be posted at the beginning of the month.
 - Emergency plans must be developed for each site for medical emergencies and to evacuate the site in case of fire or explosion.
 - The contractor shall provide adequate staff to operate the program including a paid contract manager and a paid site manager for the site.
 - The site manager may be paid from Title III funds for no more than 4 hours per day and shall be responsible for site operations.
 - Must be able to work well with older adults.
 - Must be able to keep accurate records.
 - Must be able to supervise volunteers.
 - The contractor must develop a plan to recruit, orient, train, and recognize volunteers.
 - Minimum orientation and training shall include:

Contract Manager: Administrative procedures, record keeping systems, reporting, food safety.

Site Managers: Site procedures, orientation and training for specific volunteer activities.

All Staff: First aid, cardio-pulmonary resuscitation, physiology of aging, fire/disaster evacuation, shall attend all training required for specific staff categories provided by the Division of Aging and/or Area Agency on Aging.

- All foods must be stored, prepared, held and served in a manner to preserve optimum flavor and appearance, while retaining nutrients and food value.
- Staff serving food must use hygienic techniques and practices in all handling of the food.
- Food temperatures must be maintained at safe levels (hot 140° +, cold 45°-) throughout all processes from storage through serving.
- Contractor must abide by food safety practices required in 10NCAC Section of .0400.

Prohibited Services:

- Cannot provide meals to residents of long-term care facilities, guests, handicapped persons under age 60, adult day care participants and paid staff under age 60 without reimbursement of the full cost of the meal.
- Except on emergency basis, nutrition site(s) may not be closed or combined on a temporary or permanent basis without prior written approval from the Area Agency on Aging.
- May not enter into contracts with profit making organizations without prior written approval from the Area Agency on Aging.

Administrative Requirements:

- Adequate records shall be maintained to document program activities and shall include:
 - participants' intake record
 - participants' attendance records
 - meals served records
 - menu served with substitutions, dates, and justification noted
 - meal receipt/delivery slips
 - program income record
 - employment records including affirmative action documentation
- Shall follow general recognized accounting procedures outlined in CRF Part 74 of all funds including participant contributions.
- All participants' records shall be treated as confidential.
- File all required reports on time.
- Train staff to make appropriate referrals.

Home-Delivered

In administering the Home-Delivered Meals Program, Contractor agrees to appoint or employ a person to do the following duties:

- 1) Recruit, maintain, schedule, and supervise volunteers to deliver meals.
- 2) Order, receive, and check meals received.
- 3) Keep daily records, which will include, but not be limited to:
 - a) Daily Nutrition Service Record
 - b) Required Temperature Reports
 - c) Volunteer Hours Reports
- 4) Receive requests for meals from potential clients.
- 5) Collect all project income per the Consumer Contributions Policy and Procedures.
- 6) Report all legitimate complaints to the Albemarle Commission's Home-Delivered Meals Coordinator.

The Albemarle Commission's Home Delivered Meals Coordinator/Volunteer Administrator will be responsible for:

- a) Supervising in the daily operation of home-delivered meals activities.
- b) Providing whatever assistance and support is necessary to recruit and maintain volunteers, i.e., making presentations to civic or community groups, etc., providing printed material, etc.
- c) Processing all requests for meals, determining eligibility, and making all placements to the program.
- d) Revising and updating delivery routes to reflect additions, deletions, or other changes.

IN WITNESS WHEREOF, AC and the Contractor have executed this Agreement as of the date first above written.

Camden County
(Contractor)

Albemarle Commission

BY: _____
(Authorized Official)

BY: _____
(Executive Director)

DATE: _____

BY: _____
(Area Agency on Aging Director)

DATE: _____

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

(Commission's Finance Officer)

Attachment: Albemarle Commission Senior Nutrition Contract (2750 : Annual Senior Nutrition Contract)



CAMDEN COUNTY

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Board of Commissioners AGENDA ITEM SUMMARY SHEET

Information, Reports & Minutes From Other Agencies

Item Number: 10.A
Meeting Date: August 03, 2020

Submitted By: Tammie Krauss, Register of Deeds
Register of Deeds
Prepared by: Karen Davis

Item Title **Register of Deeds Report**

Attachments: Register of Deeds Report (PDF)

Camden County Register of Deeds: Tammie Krauss
June 2020 Daily Deposit

DATE	NC CHILDRI TRUST	NC DOM. VIO. FUND	STATE REV. STAMPS	COUNTY REV. STAMPS	RETIREMEN	AUTO FUND	STATE TREASURY	ROD GENERAL	TOTAL
06/01/20	\$ -	\$ -	\$ 975.10	\$ 1,014.90	\$ 4.35	\$ 26.40	\$ 37.20	\$ 222.05	\$ 2,280.00
06/02/20	\$ -	\$ -	\$ 337.61	\$ 351.39	\$ 7.15	\$ 44.46	\$ 55.80	\$ 369.19	\$ 1,165.60
06/03/20	\$ -	\$ -	\$ 2.45	\$ 2.55	\$ 4.05	\$ 24.42	\$ 37.20	\$ 204.33	\$ 275.00
06/04/20	\$ -				\$ 6.83	\$ 42.45	\$ 43.40	\$ 361.32	\$ 454.00
06/05/20			\$ 410.62	\$ 427.38	\$ 5.52	\$ 32.99	\$ 43.40	\$ 286.09	\$ 1,206.00
06/08/20	\$ -	\$ -	\$ 579.18	\$ 602.82	\$ 8.07	\$ 48.80	\$ 68.20	\$ 413.33	\$ 1,720.40
06/09/20			\$ 664.44	\$ 691.56	\$ 6.36	\$ 38.76	\$ 55.80	\$ 323.08	\$ 1,780.00
06/10/20	\$ 5.00	\$ 30.00	\$ 376.32	\$ 391.68	\$ 9.95	\$ 57.97	\$ 74.40	\$ 485.68	\$ 1,431.00
06/11/20			\$ 409.15	\$ 425.85	\$ 5.96	\$ 35.59	\$ 55.80	\$ 299.65	\$ 1,232.00
06/12/20			\$ 339.08	\$ 352.92	\$ 2.31	\$ 14.34	\$ 18.60	\$ 118.75	\$ 846.00
06/15/20			\$ 234.22	\$ 243.78	\$ 5.15	\$ 30.38	\$ 49.60	\$ 257.87	\$ 821.00
06/16/20					\$ 4.25	\$ 26.96	\$ 24.80	\$ 226.99	\$ 283.00
06/17/20	\$ -	\$ -	\$ 591.43	\$ 615.57	\$ 6.75	\$ 40.70	\$ 62.00	\$ 340.55	\$ 1,657.00
06/18/20					\$ 2.46	\$ 15.33	\$ 18.60	\$ 127.61	\$ 164.00
06/21/20			\$ 687.47	\$ 715.53	\$ 10.17	\$ 62.23	\$ 86.80	\$ 518.80	\$ 2,081.00
06/22/20			\$ 312.13	\$ 324.87	\$ 5.00	\$ 29.43	\$ 43.40	\$ 254.17	\$ 969.00
06/23/20			\$ 347.90	\$ 362.10	\$ 4.26	\$ 24.04	\$ 49.60	\$ 206.10	\$ 994.00
06/24/20			\$ 457.66	\$ 476.34	\$ 11.30	\$ 70.15	\$ 86.80	\$ 584.95	\$ 1,687.20
06/25/20			\$ 289.10	\$ 300.90	\$ 4.65	\$ 27.74	\$ 43.40	\$ 234.21	\$ 900.00
06/26/20	\$ 5.00	\$ 30.00	\$ 348.39	\$ 362.61	\$ 6.95	\$ 40.36	\$ 43.40	\$ 337.29	\$ 1,174.00
06/29/20			\$ 331.73	\$ 345.27	\$ 6.92	\$ 43.68	\$ 43.40	\$ 367.00	\$ 1,138.00
06/30/20			\$ 507.15	\$ 527.85	\$ 11.65	\$ 71.87	\$ 93.00	\$ 600.48	1812.00
									0.00
TOTAL	\$ 10.00	\$ 60.00	\$ 8,201.13	\$ 8,535.87	\$ 140.06	\$ 849.05	\$ 1,134.60	\$ 7,139.49	\$ 26,070.20

Attachment: Register of Deeds Report (2760 : Register of Deeds Report)

Ledger Report Fee Distribution
TAMMIE KRAUSS, REGISTER OF DEEDS
Camden, NC

Date Range From Monday, June 01, 2020 to Tuesday, June 30, 2020

Name	Amount
NC Children's Trust Fund	\$10.00
NC Domestic Violence Fund	\$60.00
State Revenue Stamp	\$8,201.13
County Revenue Stamp	\$8,535.87
Land Transfer Fee	\$0.00
Floodplain Map Fund	\$0.00
Supplemental Retirement	\$140.06
ROD Automation Fund	\$849.05
Dept Of Cultural Resources	\$0.00
Vital Records Fund	\$0.00
State General Fund	\$0.00
State Treasurer Amount	\$1,134.60
ROD General Fund	\$7,139.49
Total Distribution For Period	\$26,070.20
Cash Total	\$302.80
Check Total	\$25,532.40
Pay Account Total	\$235.00
ACH Total	\$0.00
Escrow Account Total	\$0.00
Overpayment Total	\$0.00
Total Deposit For Period	\$26,070.20

Attachment: Register of Deeds Report (2760 : Register of Deeds Report)



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**Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Information, Reports & Minutes From Other Agencies

Item Number:	10.B
Meeting Date:	August 03, 2020
Submitted By:	Kim Perry, Library Prepared by: Kim Perry
Item Title	Library Report 6/2020
Attachments:	20-06 (DOCX)

Camden County Public Library

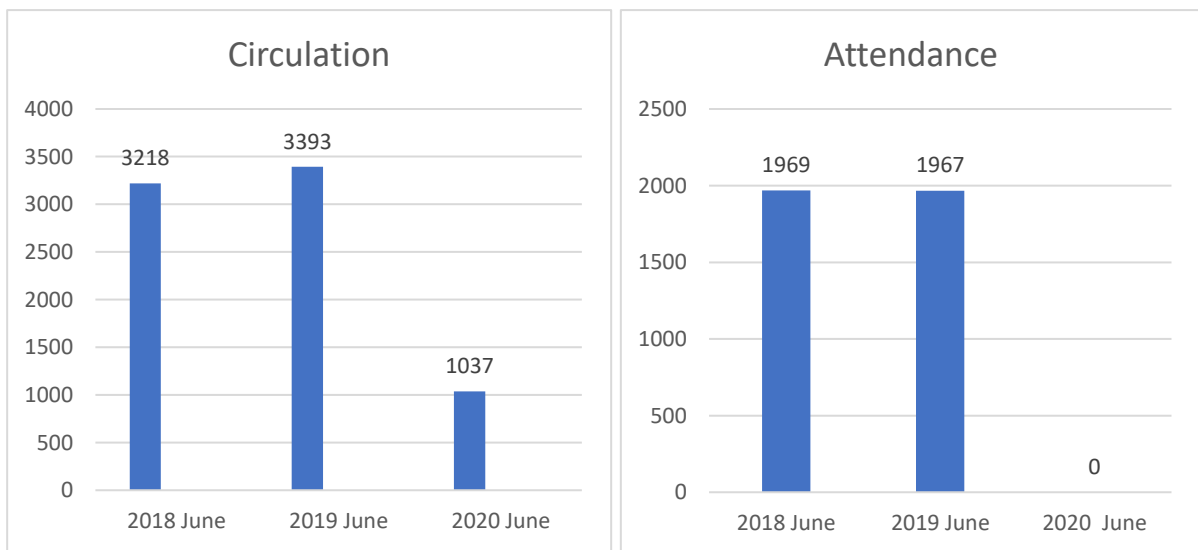
JUNE 2020 Statistics

Library Closed June 1-30 due to COVID 19

Visitor Count	0
Materials Check Outs & Renewals	1037
Computer/ Wireless Use	0/189
Questions Answered	204
Children’s Programs/Attendance	0/0
Adult Programs/Attendance	0/0
Outreach Programs/Attendance	0/0
Meeting Room Usage/Attendance	2/15
Days/Hours Open	0/0
# Items in Collection	19,419
Library Card Holders	2,590
New Library Cards Requested Online	19
Curbside Pickups	122

***Cloud Library Circulation increased 11% compared to 6/19**

Comparison by Year 2018-2020



Attachment: 20-06 (2761 : Library Report)

In attempting to follow the **Phase II** guidelines of Governor Cooper's plan to safely reopen our state during the **COVID-19 crisis**:

- The Library continues to be closed to the public and staffed Monday-Friday 9 am – 5 pm, closed Saturday and Sunday.
- Library staff continues to assist patrons remotely, answer phone calls, and complete professional responsibilities.
- 6/1/20-6/5/20 - Two full-time staff members worked on-site Monday – Friday, 9 am – 5 pm to assist patrons remotely, answer phone calls, and complete in-person work responsibilities. One full-time staff member worked remotely Monday - Friday.
- 6/8/20 – All full-time staff members working on-site.
- Curbside Service began on 6/8/20 with 80 orders filled during the month.
- The library has received \$220 in donations in honor of Gail Dickinson. These funds will be used in the Children's Library once the new building is constructed.