



# **BOARD OF COMMISSIONERS**

**January 03, 2022  
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**

**January 03, 2022**

**7:00 PM**

**Historic Courtroom, Courthouse Complex**

### **Call to Order**

**ITEM Closed Session - Personnel, Economic Development and Litigation (Reverse Mortgage Funding, LLC vs. Camden County)**

### **Reconvene Board of Commissioners**

### **Invocation & Pledge of Allegiance**

Pastor Tommy Berry, Shiloh Baptist Church

**ITEM 1. Consideration of Agenda** (For discussion and possible action)

**ITEM 2. Conflict of Interest Disclosure Statement**

**ITEM 3. 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 4. Presentations** (For discussion and possible action)

A. FY 2020-2021 Audit Presentation - Greg Adams

### **Recess to South Camden Water & Sewer District Board of Directors**

### **Reconvene Board of Commissioners**

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

- A. Tax Report - Lisa Anderson
- B. Interlocal Agreement - Soil & Water Technician
- C. SMWA Request - Ken Bowman

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

- A. South Camden Fire Commission

**ITEM 7.      Consent Agenda**

- A. BOC Meeting Minutes - December 6, 2021
- B. School Budget Amendments
- C. Tax Collection Report
- D. DMV Monthly Report
- E. Vehicle Refunds Over \$100.00
- F. Pickups, Releases & Refunds
- G. Community Services Block Grant

**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**



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Presentations**

**Item Number:** 4.A

**Meeting Date:** January 03, 2022

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

**Item Title** FY 2020-2021 Audit Presentation - Greg Adams

**Attachments:**

**Summary:**

Greg Adams with Thompson, Price, Scott & Adams will present the FY 20-21 audit via Zoom or conference call. The full audit is available for public inspection at the Camden County Finance Office.



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**New Business**

**Item Number:** 5.A

**Meeting Date:** January 03, 2022

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

**Item Title** November Monthly Report

**Attachments:** november20211220092911747 (PDF)

**Summary:** November Monthly Report

**Recommendation:** Review and approve

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

**OUTSTANDING TAX DELINQUENCIES BY YEAR**

<b><u>YEAR</u></b>	<b><u>REAL PROPERTY</u></b>	<b><u>PERSONAL PROPERTY</u></b>
2020	97,023.20	7,228.88
2019	44,386.25	3,129.57
2018	24,677.29	1,646.20
2017	18,799.72	1,903.13
2016	8,280.90	1,238.54
2015	6,791.79	697.90
2014	9,771.71	1,030.08
2013	6,780.63	4,694.65
2012	5,683.74	7,311.38
2011	4,565.86	6,229.26

Attachment: november20211220092911747 (3188 : Tax Report - Lisa Anderson)

TOTAL REAL PROPERTY TAX UNCOLLECTED	226,761.09
TOTAL PERSONAL PROPERTY UNCOLLECTED	35,109.59
TEN YEAR PERCENTAGE COLLECTION RATE	99.65%
COLLECTION FOR 2021 vs. 2020	8,018.42 vs. 3,901.35

#### **LAST 3 YEARS PERCENTAGE COLLECTION RATE**

2020	98.69%
2019	99.38%
2018	99.65%

#### **THIRTY LARGEST UNPAID ACCOUNTS**

SEE ATTACHMENT "A"

#### **THIRTY OLDEST UNPAID ACCOUNTS**

SEE ATTACHMENT "B"

**EFFORTS AT COLLECTION IN THE LAST 30 DAYS****ENDING November 2021****BY TAX ADMINISTRATOR**

33 NUMBER DELINQUENCY NOTICES SENT

49 FOLLOWUP REQUESTS FOR PAYMENT SENT

2 NUMBER OF WAGE GARNISHMENTS ISSUED

4 NUMBER OF BANK GARNISHMENTS ISSUED

24 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



Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	6,743.01	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8943-01-17-4388.0000	5,818.24	2	THOMAS REESE	CAMDEN	301 JAPONICA DR
R	02-8923-00-19-3774.0000	5,557.52	1	NMJ PROPERTIES LLC	CAMDEN	431 158 US W
R	02-8934-01-17-4778.0000	5,094.04	4	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	02-8943-01-06-9013.0000	4,918.64	2	JEWEL H. DAVENPORT	CAMDEN	WINDY HEIGHTS DR
R	02-8935-02-66-7093.0000	4,835.80	3	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	02-8934-01-18-8072.0000	4,426.60	2	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	02-8945-00-41-2060.0000	3,892.54	2	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	02-8944-00-36-1417.0000	3,880.77	2	ROSA ALICE FEREBEE HEIRS	CAMDEN	165 IVY NECK RD
R	02-8934-01-29-4617.0000	3,626.50	2	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	02-8916-00-84-6843.0000	3,524.34	3	GEORGE BERRY	CAMDEN	343 HWY N
R	01-7999-00-62-3898.0000	3,520.40	2	MICHAEL ASKEW	SOUTH MILLS	257 A OLD SWAMP RD
R	03-8962-00-05-0472.0000	3,379.79	2	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	03-8899-00-45-2682.0000	3,287.34	10	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8943-02-75-4196.0000	3,214.14	3	SHERRILL M PRICE JR	SHILOH	115 COOKS LANDING RD
R	02-8916-00-39-5170.0000	2,969.22	2	DONALD RAY JONES	CAMDEN	670 343 HWY N
R	03-8962-00-67-1021.0000	2,835.96	4	CECIL BARNARD HEIRS	SHILOH	WICKHAM RD
R	03-8971-00-23-2253.0000	2,764.79	1	ABODE OF CAMDEN, INC.	SHILOH	187 C THOMAS POINT RD
R	03-9809-00-24-8236.0000	2,683.75	2	GENE W IRBY	SHILOH	503 SAILBOAT RD
R	01-7090-00-70-3221.0000	2,576.73	2	LONZO FISHER GREGORY	SOUTH MILLS	406 OLD SWAMP RD
R	03-9809-00-23-4988.0000	2,451.26	1	WANDA H WELLS	SHILOH	104 HIGH RD
R	03-8965-00-37-4242.0000	2,446.21	3	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	03-8973-00-53-0748.0000	2,359.26	2	MORRIS L. KIGHT III	SHILOH	134 D STANLEY LN
R	02-8934-04-72-0416.0000	2,316.00	2	PAULINE JETTE	CAMDEN	238 COUNTRY CLUB RD
R	02-8936-00-23-4750.0000	2,306.33	3	AARON DARNELL CHAMBLEE ET AL	CAMDEN	LAMBS RD
R	02-8954-00-43-8538.0000	2,287.32	2	BILLY ROSS FEREBEE	CAMDEN	237 PALMER RD
R	02-8934-01-29-4776.5853	2,234.11	1	HASTINGS REVOCABLE TRUST	CAMDEN	110 158 US W
R	03-8952-00-95-8737.0000	2,070.66	3	AUDREY TILLET	SHILOH	171 NECK RD
R	03-8990-00-17-3935.0000	2,068.94	2	KARL L ADCOCK	SHILOH	100 CATALAN DR
R	01-8907-00-08-4393.0000	2,047.13	3	CARLTON WOOLARD	SOUTH MILLS	1010 343 HWY N

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Delinquencies Top-30 Unpaid

1

Attachment: november20211220092911747 (3188 : Tax Report - Lisa Anderson)

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	6,743.01	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8899-00-45-2682.0000	10	3,287.34	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8962-00-04-9097.0000	10	2,835.96	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8952-00-95-8737.0000	10	2,070.66	AUDREY TILLET	SHILOH	171 NECK RD
R	03-8943-04-93-8214.0000	10	1,923.24	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7999-00-32-3510.0000	10	1,886.17	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7999-00-12-8596.0000	10	1,814.77	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7080-00-62-1977.0000	10	1,595.95	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-8990-00-64-8379.0000	10	1,236.66	CHRISTOPHER FROST-JOHNSON	SHILOH	LITTLE CREEK RD
R	02-8935-01-07-0916.0000	10	982.92	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	01-7989-04-60-1568.0000	10	889.29	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	867.85	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	01-7090-00-60-5052.0000	10	788.26	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	02-8936-00-24-7426.0000	10	755.07	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	01-7989-04-90-0938.0000	10	705.35	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	03-9809-00-24-6322.0000	10	645.45	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	02-8955-00-13-7846.0000	10	579.39	MARIE MERCER	CAMDEN	IVY NECK RD
R	03-8980-00-61-1968.0000	10	346.06	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	03-8962-00-60-7648.0000	10	281.11	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD
R	03-8980-00-84-0931.0000	10	277.92	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
R	03-9809-00-45-1097.0000	10	200.75	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	03-8899-00-37-0046.0000	10	149.69	ELIZABETH LONG	SHILOH	HIBISCUS RD
R	03-9809-00-17-2462.0000	10	137.29	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	03-8965-00-37-4242.0000	9	2,446.21	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	01-7988-00-91-0179.0001	9	1,831.18	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	01-7091-00-64-6569.0000	9	1,581.21	CLARENCE D. TURNER JR.	SOUTH MILLS	STINGY LN
R	03-8899-00-36-1568.0000	9	429.66	PETER BUTSAVAGE	SHILOH	HIBISCUS RD
R	03-8962-00-55-5300.0000	9	427.31	OCTAVIA COPELAND HEIRS	SHILOH	457 NECK RD
R	03-9809-00-66-0120.0000	9	286.40	RANDELL CRIDER	SHILOH	SAILBOAT RD
R	03-9809-00-54-8280.0000	9	264.96	RODNEY STEVEN SPIVEY &	SHILOH	SAILBOAT RD

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Delinquencies Top-30 Oldest

1

Attachment: november20211220092911747 (3188 : Tax Report - Lisa Anderson)

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001709	1,475.92	4	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
PP	0000295	1,126.07	2	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
PP	0001104	901.36	4	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
PP	0001046	572.79	9	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
PP	0001072	549.09	10	PAM BUNDY	SHILOH	105 AARON DR
PP	0000738	472.66	10	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
PP	0001681	458.48	9	STEVE WILLIAMS	CAMDEN	150 158 HWY W
PP	0002194	422.00	3	AARON MICHAEL WHITE	SHILOH	849 SANDY HOOK RD S
PP	0001538	418.09	10	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
PP	0001230	411.11	9	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
PP	0000297	333.84	2	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
PP	0003017	313.72	1	MARK STANLEY MICHALSKI	SOUTH MILLS	138 CAROLINA RD
PP	0001827	278.25	9	KAREN BUNDY	CAMDEN	431 158 US W
PP	0001976	270.21	3	ANA ALICIA MARTINEZ LOPEZ	SHILOH	110 AARON DR
PP	0003722	270.00	1	LRM LEASING CO INC	CAMDEN	197 HERMAN ARNOLD RD
PP	0001694	241.65	9	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
PP	0003405	239.23	2	JOHN R BARKER	SHILOH	108 SASSAFRAS LN
PP	0001952	238.91	9	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
PP	0003559	232.14	2	BENNY FARRELL TUCKER	ELIZABETH CITY	152 158 US W
PP	0002924	219.96	1	PAUL BEAUMONT	CAMDEN	390 158 US W
PP	0001721	213.91	1	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD
PP	0001106	206.76	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
PP	0002442	200.37	4	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
PP	0003501	197.13	2	DIANE L. NOBLE	CAMDEN	152 158 US W
PP	0000945	191.35	3	RAMONA F. TAZEWEILL	CAMDEN	239 SLEEPY HOLLOW RD
PP	0003192	190.35	1	ROBERT JESSE-ALDERMAN HUDGINS	CAMDEN	409 343 HWY N
PP	0002902	162.96	3	STEPHANIE AUSMAN	SHILOH	204 POND RD
PP	0003415	151.75	2	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
PP	0001899	148.83	2	DONALD SIMMONS PORTER JR	CAMDEN	163 SANDHILLS RD
P	0002468	139.53	4	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD

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Delinquencies Top-30 Unpaid

1

Attachment: november20211220092911747 (3188 : Tax Report - Lisa Anderson)

Personal

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001709	10	1,475.92	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0001046	10	572.79	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	10	549.09	PAM BUNDY	SHILOH	105 AARON DR
P	0000738	10	472.66	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001538	10	418.09	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0001827	10	278.25	KAREN BUNDY	CAMDEN	431 158 US W
P	0001106	10	206.76	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001639	10	106.73	CAREY FARMS, INCORPORATED	SOUTH MILLS	202 SHARON CHURCH
P	0001681	9	458.48	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001230	9	411.11	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001694	9	241.65	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	9	238.91	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0000295	5	1,126.07	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000385	5	121.17	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND
P	0002921	5	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0000770	5	108.00	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
P	0001104	4	901.36	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0001976	4	270.21	ANA ALICIA MARTINEZ LOPEZ	SHILOH	110 AARON DR
P	0002442	4	200.37	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0000945	4	191.35	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0002468	4	139.53	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
P	0001150	4	136.45	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0002968	4	128.00	MICHAEL WILLIAM MAINELLO	SOUTH MILLS	237 KEETER BARN RD
P	0001689	4	125.28	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
P	0002194	3	422.00	AARON MICHAEL WHITE	SHILOH	849 SANDY HOOK RD S
P	0002902	3	162.96	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0001512	3	120.11	JOHN WESLEY BURGESS, JR.	CAMDEN	431 158 USY W
P	0000297	2	333.84	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0003405	2	239.23	JOHN R BARKER	SHILOH	108 SASSAFRAS LN
P	0003559	2	232.14	BENNY FARRELL TUCKER	ELIZABETH CITY	152 158 US W

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Delinquencies Top-30 Oldest

1

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Attachment: november20211220092911747 (3188 : Tax Report - Lisa Anderson)



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

**New Business**

**Item Number:** 5.B

**Meeting Date:** January 03, 2022

**Submitted By:** Ken Bowman,  
Administration  
Prepared by: Karen Davis

**Item Title** **Interlocal Agreement - Soil & Water Technician**

**Attachments:** Agenda Summary\_Interocal Agreement Soil and  
Water (DOCX)  
Interlocal Agreement between Camden Co. and  
Pasquotank Co. - Soil and  
Water Technician -  
December 2021  
(DOCX)

See attached agenda summary and recommendation.

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

**Meeting Date:** January 3, 2022

**Submitted By:** Ken Bowman, County Manager

**Item Title:** Interlocal Agreement\_Soil and Water Technician

**Summary:**

The Pasquotank County Soil & Water Technician is retiring, which is currently a part-time position. The attached proposal is an agreement to share the costs and time of the Camden County Soil and Water technician, Brian Lannon, with Pasquotank, and Brian has agreed to the arrangement. Some of the terms of the agreement include:

- Five (5) one-year terms, but either party can “get out” by giving notice 3 months before the end of the fiscal year;
- Pasquotank County will pay half of the actual salary;
- Current salary is approximately \$48,000 and annual COLA and step increases are expected and will be included;
- Existing Soil and Water funds will be used to pay for the agreement.

**Recommendation:**

The recommendation of the County Manager is to approve the Interlocal Agreement with Pasquotank County to share the services of the Camden County Soil & Water technician and authorize the Chairman to sign.

STATE OF NORTH CAROLINA

INTERLOCAL AGREEMENT

PASQUOTANK COUNTY

THIS AGREEMENT, made and entered into this the \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_, by and between **CAMDEN COUNTY**, a body politic and corporate existing under the laws of the State of North Carolina (hereinafter "CAMDEN") and **PASQUOTANK COUNTY**, a body politic and corporate existing under the laws of the State of North Carolina (hereinafter called "PASQUOTANK").

**WITNESSETH:**

**WHEREAS**, Camden employs a full time Soil and Water Technician; and

**WHEREAS**, the parties desire to share the Soil and Water Technician on a 50/50 basis, provided Pasquotank pays one-half of the Soil and Water Technician's actual salary;

**NOW, THEREFORE**, in consideration of the mutual promises and agreements herein contained, the parties hereby agree as follows:

1. Camden and Pasquotank shall share Camden's Soil and Water Technician on a 50/50 basis and Pasquotank shall share one-half of the technician's actual salary (approximately \$48,000).
2. Soil and Water Technician shall begin working on a 50/50 basis effective January 1, 2022 or as soon as this Agreement has been approved by both parties.
3. For the remainder of the 2021/2022 fiscal year the cost of the Soil and Water Technician shall be pro-rated upon approval of this Agreement.
4. Beginning July 1, 2022, this Agreement shall continue for four (4) one (1) year terms. The additional one (1) year terms shall automatically renew unless either party gives the other party at least three (3) months written notice prior to the end of any fiscal year (June 30).
5. Annual cost of living and step increases shall be included in the Soil and Water Technician's salary for future years.
6. This Agreement may be amended with the written approval of both Camden and Pasquotank.

**IN WITNESS WHEREOF, CAMDEN COUNTY and PASQUOTANK COUNTY**, both pursuant to their respective governing bodies, have caused this Agreement to be executed and attested by their duly authorized officers and their official seals affixed, the day and year first above written.

**CAMDEN COUNTY**

By: \_\_\_\_\_

Ross B. Munro, Chairman  
Board of Commissioners

ATTEST:

\_\_\_\_\_  
Karen M. Davis, Clerk to the Board

(County Seal)

**PASQUOTANK COUNTY**

By: \_\_\_\_\_

Lloyd E. Griffin, III, Chairman  
Board of Commissioners

ATTEST:

\_\_\_\_\_  
Lynn B. Scott, Clerk to the Board

(County Seal)

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

\_\_\_\_\_  
Pasquotank County Finance Officer

Date: \_\_\_\_\_ Time: \_\_\_\_\_





**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**New Business**

**Item Number:** 5.C  
**Meeting Date:** January 03, 2022  
**Submitted By:** Ken Bowman,  
Administration  
Prepared by: Karen Davis  
**Item Title** **SMWA Request**  
**Attachments:** AgendaSummary\_SMWA Request(DOCX)

Agenda summary and recommendation attached.

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

**Meeting Date:** January 3, 2022

**Submitted By:** Ken Bowman, County Manager

**Item Title:** SMWA Request

**Summary:**

Per the Capital Improvements Projects (CIP) list South Camden Water has plans to expand the capacity for producing water by adding a new well in the near future. By doing this it will help to serve additional customers and extend the life of the current plant and equipment. The request from South Mills Water Association is for an additional 50K gallons per day to serve two (2) projects: Keeter Barn Road and Wharf's Landing. Based on the current agreement South Camden Water is providing 150K gallons per day to SMWA.

If this request is approved you need to be aware of the additional demand on the current wells, while also limiting the amount of new customers South Camden Water will be able to serve in the near future. Also, the two projects that are awaiting approval in the planning department to move forward need to check the application that water is available. Here is what we know:

1. South Camden could possibly allocate the necessary gallons per day for the Keeter Barn Road project....approximately 15K GPD.
2. The Wharf Landing project is questionable at this time until a decision is made to increase production at the South Camden Plant.

In addition, the County must take into consideration the current growth within its water service area. As a reminder, the County has committed to building a new High School, Library, Camden Station, and other platted subdivisions.

**Recommendation:**

Approve an additional 15K gallons per day to SMWA with the understanding this water is allocated for the Keeter Barn Road project.

Staff has met with the Keeter Barn Road developer and he needs water to move this project forward. As he points out, the only other alternative is to install individual wells for each property. This is not the solution we need for the County when water and sewer are available.

Attachment: AgendaSummary\_SMWA Request (3184 : SMWA Request)



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Board Appointments**

**Item Number:** 6.A

**Meeting Date:** January 03, 2022

**Submitted By:** Karen Davis, Clerk to the Board  
Administration  
Prepared by: Karen Davis

**Item Title** South Camden Fire Commission

**Attachments:** Larry Glasscock\_South Camden Fire Commission  
(PDF)

**Summary:**

It is the request of the South Camden Fire Commission that Larry Glasscock be appointed.

**Recommendation:**

Approval.



# Application for Citizen Service

If you are a citizen of Camden County and would like to serve on one of the County's boards or commissions, please complete this application and return it to the County Manager's Office in person at 330 East HWY 158, or by mail to: P.O. Box 190, Camden, North Carolina 27921 or e-mail [info@camdencountync.gov](mailto:info@camdencountync.gov).

Lawrence L. Glasscock, Jr. (Larry)

Name

166 Billets Bridge Rd Camden NC 27921

Mailing Address:

Camden

Township:

252-333-8323

252-333-8323

Home Telephone

Cell Phone

llglasscock@hotmail.com

Email address:

Are you a registered voter?

☒ Yes ☐ No

Have you ever been convicted of a felony?

☐ Yes ☒ No

Please identify any talent, interest, skill, experience or educational preparation which might be helpful to a board or commission:

I have been on multiple community boards over the years in various positions. I have been an active volunteer firefighter since 2004

with the South Camden Fire Department.

Boards upon which you are interested in serving:

Fire District Commission Shiloh/Courthouse

If you are serving in Camden County and an emergency arises, whom should we contact:

Sheila S. Glasscock

Spouse

Name

Relationship

252-333-8397

252-333-8397

Telephone (home)

Mobile

Your signature verifies that all information in this volunteer application is true to the best of your ability and you permit Camden County to follow up on any information given.

Signature:

*Lawrence L. Glasscock, Jr.*

Date:

12/21/21

This application is a notification of your interest to serve in Camden County.

Thank you for your interest in volunteering in Camden County Government.



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

<b>Item Number:</b>	7.A
<b>Meeting Date:</b>	January 03, 2022
<b>Submitted By:</b>	Karen Davis, Clerk to the Board Board of Commissioners Prepared by: Karen Davis
<b>Item Title</b>	<b>BOC Meeting Minutes - December 6, 2021</b>
<b>Attachments:</b>	bocminutes_120621 (DOCX)

**Camden County Board of Commissioners  
Organizational / Regular Meeting  
December 6, 2021; 8:30 AM  
Historic Courtroom - Camden, North Carolina**

**MINUTES**

The annual Organizational / December Regular Meeting of the Camden County Board of Commissioners was held on December 6, 2021 in the Historic Courtroom, Camden, North Carolina.

**CALL TO ORDER**

The meeting was called to order by Chairman Tom White at 8:30 AM. Also Present: Vice-Chairman Ross Munro, Commissioners Clayton Riggs, Randy Krainiak and Tiffney White. Administrative Staff: County Attorney John Morrison, Clerk to the Board Karen Davis.

**INVOCATION & PLEDGE OF ALLEGIANCE**

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

**ITEM 1. CONSIDERATION OF AGENDA**

---

The agenda was amended to add Opioid Litigation Settlement to New Business as Item 11.D.

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

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

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

---

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

**ITEM 3. Election of Chairman to the Board**

---

County Attorney John Morrison opened the floor for nominations for Chairman.

Commissioner Randy Krainiak nominated Commissioner Ross Munro to serve as Board Chair. With no additional nominations and with all commissioners voting aye, Commissioner Munro was elected to serve as Board Chair by acclamation.

Outgoing Chairman Tom White expressed his appreciation to the Board for allowing him to serve as Chairman for the last three years.

**ITEM 4. Election of Vice-Chairman to the Board**

---

Chairman Ross Munro opened the floor for nominations for Vice-Chair and nominated Commissioner Tiffney White as Vice Chair. Commissioner Randy Krainiak nominated Commissioner Clayton Riggs.

Tiffney White received four votes (Clayton Riggs, Tiffney White, Ross Munro and Tom White) and Clayton Riggs received one vote (Randy Krainiak), thereby electing Tiffney White to serve as Vice-Chair.

**ITEM 5. Bond Approval**

---

**Motion to approve the bonds with removal of 'interim' from the Finance Officer title.**

- Board of Commissioners - County of Camden
- Finance Officer - County of Camden
- Finance Officer - Camden Tourism Development Authority
- Finance Officer - Courthouse/Shiloh Fire Commission
- Finance Officer - South Mills Fire Commission

- Finance Officer - Joyce Creek Drainage District
- Finance Officer - South Camden Water & Sewer District
- Register of Deeds - County of Camden
- Sheriff - County of Camden
- Tax Assessor & Collector - County of Camden

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

#### ITEM 6. 2022 Board of Commissioners Meeting Schedule

 <p><b>CAMDEN COUNTY BOARD OF COMMISSIONERS</b>  <b>2022 Regular Meeting Calendar</b></p>			
<u>MEETING DATE / TIME</u>		<u>AGENDA ITEMS DEADLINE</u>	
Monday, January 3, 2022	7:00 PM	Monday, December 20, 2021	12:00 PM
Monday, February 7, 2022	7:00 PM	Tuesday, February 1, 2022	12:00 PM
Monday, March 7, 2022	7:00 PM	Tuesday, March 1, 2022	12:00 PM
Monday, April 4, 2022	7:00 PM	Tuesday, March 29, 2022	12:00 PM
Monday, May 2, 2022	7:00 PM	Tuesday, April 26, 2022	12:00 PM
Monday, June 6, 2022	7:00 PM	Tuesday, May 31, 2022	12:00 PM
Tuesday, July 5, 2022	7:00 PM	Tuesday, June 28, 2022	12:00 PM
Monday, August 1, 2022	7:00 PM	Tuesday, July 26, 2022	12:00 PM
Tuesday, September 6, 2022	7:00 PM	Tuesday, August 30, 2022	12:00 PM
Monday, October 3, 2022	7:00 PM	Tuesday, September 27, 2022	12:00 PM
Monday, November 7, 2022	7:00 PM	Tuesday, November 1, 2022	12:00 PM
Monday, December 5, 2022	8:30 AM <small>(Opening of Newly United Offices and Organizational Meeting)</small>	Tuesday, November 29, 2022	12:00 PM

*All regular meetings are held in the Historic Courtroom located at  
117 North 343  
Camden County, North Carolina*

Motion to approve the 2022 Meeting Calendar as presented.

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

#### ITEM 7. 2022 State Holiday Schedule

Chairman Ross Munro made a motion to approve the 2022 State Holiday Schedule with an amendment to add Juneteenth as a '59-minute rule' holiday.

**RESULT:** PASSED [4-1]  
**MOVER:** Ross Munro  
**AYES:** Tom White, Ross Munro, Clayton Riggs, Tiffney White  
**NOES:** Randy Krainiak

#### ITEM 7. Public Comments

None.

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

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

Public Comments – None

Consideration of the Agenda

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

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

**New Business**

## A. Monthly Report – Chuck Jones

*South Camden Water & Sewer Board**Monthly Work Order Statistics Report**Period: October 2021*

	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
Water/Distribution	93	93	100%	0
Sewer/Collection	2	2	100%	0

New Services installed:

Locates:

Water Line: 64

Sewer Line: 15

Water & Sewer, same ticket: 2

Hydrant flow test: 0

Public Works Director Notes/Comments:

Ten work orders have been reviewed for accuracy.

Water treated at the water treatment plant in July: 14 853 650

Daily average water usage for October: 479 150

Current treatment capacity at the water treatment plant: 720 000



2021 SMWA USAGE

Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	153,300	136,100	132,200	124,000	219,600	147,400	204,100	170,100	121300	143800		
2	133,536	137,700	156,400	133,300	230,700	138,700	158,700	127,900	157300	164700		
3	153,700	136,000	147,000	154,000	185,100	144,100	221,400	297,600	139300	186300		
4	135,700	138,400	146,200	175,800	164,900	133,200	183,200	107,200	179300	192300		
5	127,100	133,000	124,600	149,700	172,300	161,300	221,300	170,700	173200	162000		
6	146,500	152,200	149,900	150,800	142,800	203,100	176,600	94,100	208100	134400		
7	140,200	161,000	194,600	169,000	136,600	171,600	160,200	146,000	161100	144300		
8	125,400	138,500	132,600	159,600	165,900	152,500	138,000	165,400	146100	150800		
9	148,300	124,500	153,700	135,100	175,500	138,700	138,100	150,900	138000	150800		
10	167,900	146,700	139,500	172,400	205,700	161,900	170,300	164,300	133500	150800		
11	152,500	133,900	137,900	195,300	148,700	136,200	159,600	139,000	178200	173000		
12	161,800	116,700	123,900	162,200	161,200	132,300	178,500	151,400	182300	163400		
13	118,500	150,200	164,800	144,200	154,000	195,100	158,400	162,400	153400	121500		
14	134,600	135,400	172,500	151,200	122,700	172,500	163,300	186,800	153300	136200		
15	127,300	167,800	137,700	141,300	212,100	165,600	169,700	165,700	135500	150333		
16	151,700	130,500	120,100	134,300	236,000	155,900	146,700	132,900	142600	150333		
17	159,300	146,400	141,500	181,600	183,700	184,600	212,700	177,100	153800	150334		
18	151,800	114,200	130,900	186,700	201,300	208,700	141,900	119,400	172300	136500		
19	128,400	140,900	130,600	146,200	200,300	224,200	139,300	155,800	196100	206600		
20	136,400	138,900	141,500	153,800	197,300	174,000	157,900	138,200	139000	154500		
21	149,000	175,800	171,800	134,800	186,900	173,600	166,700	154,400	168400	138200		
22	123,200	150,800	132,000	146,800	237,200	130,400	141,600	172,900	129800	154900		
23	139,200	132,600	148,400	138,900	279,600	140,800	184,100	158,200	141200	154900		
24	167,900	144,800	138,400	166,900	189,700	182,500	146,700	163,300	106200	154900		
25	142,300	114,900	177,100	180,600	183,500	155,600	200,200	140,800	187700	146400		
26	144,300	137,900	131,900	149,200	234,600	173,000	161,000	143,000	189800	141100		
27	125,900	140,800	158,700	194,300	214,300	176,800	151,000	162,900	142800	141500		
28	137,700	170,900	178,900	176,600	175,900	180,800	139,200	174,600	162400	127900		
29	150,200		143,700	178,200	159,700	158,400	137,000	187,300	132600	145333		
30	139,200		138,400	179,300	156,900	191,400	148,700	148,900	160900	145333		
31	164,800		151,300		222,200		170,300	152,500		145334		

TOTAL	4,437,636	3,947,500	4,548,700	4,766,100	5,856,900	4,964,900	5,146,400	4,881,700	4,685,500	4,718,700		
Average	143,150	140,982	146,732	158,870	188,932	165,497	166,013	157,474	156,183	152,216		
Maximum	167,900	175,800	194,600	195,300	279,600	224,200	221,400	297,600	208,100	206,600		

**2021 High Service Pump Flows**

Month	Monthly Total	Average Daily Use
January 2021	14,226,700	.458,926
February 2021	13,244,900	.473,032
March 2021	15,859,340	.511,592
April 2021	14,481,270	.482,709
May 2021	17,653,210	.569,458
June 2021	15,598,180	.519,939
July 2021	16,617,070	.536,035
August 2021	15,478,230	.499,298
September 2021	14,961,560	.498,719
October 2021	14,853,650	.479,150
November 2021		.
December 2021		.
Yearly Totals		.

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

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

Commissioner Riggs requested a report on how long the county will be able to maintain 220,000 gallons of water usage. Mr. Jones to report on this in February.

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

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

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

## ITEM 9. Public Hearings

### A. Sandy Hook Rezoning – Amber Curling

#### Motion to open public hearing for Sandy Hook Rezoning Request.

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

Ricky Lee Edwards has requested a map amendment for 4 parcels of approximately 4.5 acres from Village Commercial (VC) and 37 acres to Neighborhood Residential (SR). All parcels are located off Sandy Hook Rd in the Shiloh Township.

The neighborhood meeting was held on October 5, 2021. On October 20, 2021 the Planning Board approved the rezoning request with a 4-0 vote.

The proposed zoning change is inconsistent with the CAMA Future Land Use Map. The CAMA Future Land Use Maps has the majority of property identified as Crossroads Commercial.

The proposed zoning change is inconsistent with the County's Comprehensive Future Land Use Map which shows the current Village Commercial Zoning Parcels to be Community Core.

<b>STAFF REPORT</b> <b>Ordinance 2021-12-01</b> <b>UDO 2021-10-012</b> <b>Zoning Map Amendment</b>																
<b>PROJECT INFORMATION</b>																
<b>File Reference:</b> UDO 2021-10-012 <b>Project Name:</b> Rezoning on Sandy Hook Rd <b>PIN:</b> Various  <b>Applicant:</b> Ricky Lee Edwards <b>Address:</b> 226 Milltown Rd Shiloh, NC 27974  <b>Phone:</b> 252-331-7564 <b>Email:</b> NA  <b>Agent for Applicant:</b> NA <b>Address:</b>  <b>Phone:</b> <b>Fax:</b> <b>Email:</b>  <b>Current Owner of Record:</b> Applicant  <b>Meeting Dates:</b> October 5, 2021 <b>Neighborhood Meeting</b> October 20, 2021 <b>Planning Board Meeting</b>	<b>Application Received:</b> October 6, 2021 <b>By:</b> Amber Curling, Planning  <b>Application Fee paid:</b> \$650.00  <b>Completeness of Application:</b> Application is generally complete  <b>Documents received upon filing of application or otherwise included:</b> <b>A.</b> Rezoning Application <b>B.</b> Deed <b>C.</b> Neighborhood Meeting Comments <b>D.</b> Zoning Comparison VC to NR															
<b>REQUEST:</b> Zoning Map Amendment from Village Commercial Zoning District to Neighborhood Residential Zoning District.																
<b>DESCRIPTION:</b> Rezoning of four parcels; first parcel 03-8973-00-22-4200.0000 of approximately 1.33 acres, second parcel 901 Sandy Hook Rd 03-8973-00-22-6302.0000, third parcel 903 Sandy Hook Rd 03-8973-00-22-6159.0000 and fourth parcel PIN 905 Sandy Hook Rd 03-8973-00-22-6088.0000 from Village Commercial (VC) to Neighborhood Residential (NR). The parcels are located in the Shiloh Township on Sandy Hook Road. The property has been used as farmland and residential homes  <b>Rezoning from the Village Commercial Zoning District (Article 151.3.6.3)</b> The Village Commercial district intended to foster high quality, compact, pedestrian-oriented development on lots within designated village centers. Development in the VC district is human-scaled and designed to promote visual interest for pedestrians. Ground-level retail and personal services that promote pedestrian activity along the street are highly encouraged and large, monolithic, automobile-oriented developments are prohibited. New development in the district is located close to the street, provides passers-by with clear views into the building's ground floor, and fosters sidewalk dining, outdoor seating, and interaction among pedestrians. The district requires urban-style open space (greens, seating areas, plazas, pocket parks, roof gardens, etc.) to be included as a part of new development. In addition to commercial uses, the district allows a variety of moderate-density residential development. New commercial, mixed-use, and multi-family developments in the district are subject to the design standards in ARTICLE 151.5 DEVELOPMENT STANDARDS.  <b>Rezoning to the Neighborhood Residential Zoning District (Article 151.3.5.5)</b> 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.  <b>SITE DATA</b> <b>Size of Lots:</b> The 4 lots are between 40,000 -59,000 square feet <b>Flood Zone:</b> X <b>Zoning District(s):</b> Village Commercial (VC) <b>Existing Land Uses:</b> Farmland Residential Lots <b>Proposed Use(s):</b> Residential  <b>Adjacent Zoning &amp; Uses:</b> <table border="1"> <tr> <th></th> <th>North</th> <th>South</th> <th>East</th> <th>West</th> </tr> <tr> <td><b>Zoning</b></td> <td>Village Commercial (VC) &amp; Neighborhood Residential (NR)</td> <td>Village Commercial (VC) &amp; Neighborhood Residential (NR)</td> <td>Neighborhood Residential (NR)</td> <td>Village Commercial (VC)</td> </tr> <tr> <td><b>Use &amp; size</b></td> <td>Residential Lots &amp; Farmland</td> <td>Residential Lots, Woods, Farmland</td> <td>Farmland</td> <td>Business &amp; Farmland</td> </tr> </table>			North	South	East	West	<b>Zoning</b>	Village Commercial (VC) & Neighborhood Residential (NR)	Village Commercial (VC) & Neighborhood Residential (NR)	Neighborhood Residential (NR)	Village Commercial (VC)	<b>Use &amp; size</b>	Residential Lots & Farmland	Residential Lots, Woods, Farmland	Farmland	Business & Farmland
	North	South	East	West												
<b>Zoning</b>	Village Commercial (VC) & Neighborhood Residential (NR)	Village Commercial (VC) & Neighborhood Residential (NR)	Neighborhood Residential (NR)	Village Commercial (VC)												
<b>Use &amp; size</b>	Residential Lots & Farmland	Residential Lots, Woods, Farmland	Farmland	Business & Farmland												

**INFRASTRUCTURE & COMMUNITY FACILITIES**

**Water:** Water lines are located adjacent to property along Sandy Hook Road

**Sewer:** Not available.

**Fire District:** Shiloh Fire District.

**Schools:** Proposed zoning should not have an impact on Schools.

**Traffic:** Proposed zoning should not have impact on Traffic.

**SPECIFIC CAMA LAND USE QUESTIONS THE PLANNING BOARD TO CONSIDER:**

**1. Does Camden County need more land in the zoning class requested?**

In Camden County 0.26% is zoned as Village Commercial and 3.08% is zoned as Neighborhood Residential.

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

The surrounding properties are mainly residential homes and farmland.

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

Three of the parcels are being used as residential and the fourth parcel is being used as farmland. The surrounding properties are mainly residential. The proposed uses of the four parcels are residential. The difference is between the existing Commercial zoning district and the proposed Residential zoning district.

**4. Will the request have serious impact on traffic circulation, parking space, sewer and water services, other utilities?**

The proposed zoning uses should not impact public facilities. Three of the 4 properties have water meters currently.

**5. Will the request have an impact on other county services, including police protection, fire protection or the school system?**

The proposed zoning uses should not have an impact on any public services.

**6. Is there a good possibility that the request, as proposed, will result, as proposed, will result in lessening the enjoyment or use of adjacent properties?**

All permitted uses in the requested zoning classification should not lessen the enjoyment or use of any adjacent properties.

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

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

**9. Does the request raise serious legal questions such as spot zoning, hardships, violation of precedents, or need for this type of use?**

The request does not raise serious legal questions.

**10. Does the request impact any CAMA Areas of Environmental Concern?**

The proposed development includes no areas of environmental concern.

**Goal when Reviewing of Zoning Regulations in accordance with the Camden County Land Use Plans is to make sure the project is designed to:**

- to lessen congestion in the streets;
- to secure safety from fire, panic, and other dangers;
- to promote health and the general welfare;
- to provide adequate light and air;
- to prevent the overcrowding of land;
- to avoid undue concentration of population; and
- to facilitate the adequate provision of transportation, water, sewage, schools' parks and other public requirements

**CONSISTENCY with PLANS and MAPS**

- **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 inconsistent in that the CAMA Future Land Use Maps has the property identified as Community Core. The Plan shows the current Village Commercial Zoning District Parcels to be designed to provide the core commercial use in the County's three villages to help meet social shopping, employment, and some housing needs of the County's rural residents in a village-type environment.

- **2035 Comprehensive Plan**

- **Consistent** ☐ **Inconsistent** ☒
- The proposed zoning map amendment is inconsistent with the County's 2035 Comprehensive Future Land Use Map (Adopted 2012) which shows the parcel to be Crossroads Commercial. The Crossroads Commercial District is intended to provide commercial uses that serve proximate rural residences. Crossroads Commercial is not typically designed in a master planned fashion, but as singular smaller shops and stores that provide basic goods and services.

- **Comprehensive Transportation Plan**

- **Consistent** ☐ **Inconsistent** ☒
- Property abuts Sandy Hook Rd

- **Other Plans officially adopted by the Board of Commissioners:**

N/A

**Recommendations**

The Planning Board on October 26 voted unanimously to approve the Rezoning Application.

Planning Staff supports the Planning Board recommendation for the approval of the Rezoning Application Ordinance 2021-12-01 (UDO 2021-10-12) of the Sandy Hook Rd parcels from Village Commercial to Neighborhood Residential.

There was a brief discussion in regard to reviewing other areas of the county that are in similar zoning situations.

**Public Comments**

Mr. Ricky Edwards, the applicant, addressed the Board. He stated that it is his plan to place a home on the rear lot of the property, which would result in less density than the current zoning requirement.

A.B. Burgess of South Sandy Hook Road addressed the Board in support of the rezoning. Mr. Burgess requested that letters be sent to landowners when a rezoning is being considered.

Gail Burgess of South Sandy Hook Road addressed the Board in support of the rezoning. Mrs. Burgess explained that much of the land has been in her family for generations and she supports the rezoning to residential use.

**Motion to close the public hearing.**

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

**Motion to add Sandy Hook Rezoning to the agenda.**

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

**Motion that the requested zoning change is inconsistent with 2035 Comprehensive Future Land Use Maps that reflect allowing higher density residential development in targeted areas of the County. The requested zoning change is inconsistent with the 2005 CAMA Future Land Use Plan which identifies the majority of the property as Crossroads Commercial.**

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


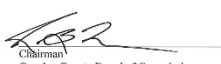
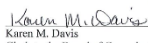

**Motion to approve the Ordinance 2021-12-01 and Zoning Map Amendment UDO 2021-10-12 for the rezoning of the four parcels of property, approximately 4 acres total from Village Commercial (VC) to Neighborhood**

**Residential (NR); and to approve the resolution amending CAMA Future Land Use Map. The requested zoning change is consistent with the current land use of the 4 parcels as well as the majority of the surrounding land uses.**

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

**Motion to adopt Resolution 2021-12-01 authorizing an amendment to the Coastal Area Management Agency Core Land Use Plan.**

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

 <p style="text-align: center;"><b>Ordinance No. 2021-12-01</b>  <b>An Ordinance</b>  <b>Amending the Camden County</b>  <b>Zoning Map</b>  <b>Camden County, North Carolina</b></p> <p><b>Article I: Purpose</b></p> <p>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 revised February 4, 2019 and subsequently amended.</p> <p><b>Article II: Amendment to Zoning Map</b></p> <p>The Official Zoning Map of Camden County, North Carolina, which was adopted on December 20, 1993, and revised February 4, 2019 and subsequently amended, is hereby amended as follows:</p> <p>The properties currently shown in the Camden County Tax Assessor's Office as PIN numbers:</p> <ul style="list-style-type: none"> <li>• 03-8973-00-22-6302-0000 (1.35 Acres)</li> <li>• 03-8973-00-22-6159-0000 (0.92 Acres)</li> <li>• 03-8973-00-22-6088-0000 (0.92 Acres)</li> <li>• 03-8973-00-22-4200-0000 (1.33 Acres)</li> </ul> <p>of approximately 4.52 acres from Village Commercial (VC) to Neighborhood Residential (NR).</p> <p><b>Article III: Penalty</b></p> <ol style="list-style-type: none"> <li>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.</li> <li>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 151.9.8.1 Civil Penalties and did not take an appeal to the Board of Adjustment within the prescribed time.</li> </ol>	<ol style="list-style-type: none"> <li>3. This Ordinance may also be enforced by any appropriate equitable action.</li> <li>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.</li> <li>5. Any one, all or any combination of the foregoing penalties and remedies may be used to enforce this Ordinance.</li> </ol> <p><b>Article IV: Severability</b></p> <p>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.</p> <p><b>Article V: Effective Date</b></p> <p>This Ordinance is effective upon adoption.</p> <p>Adopted by the Board of Commissioners for the County of Camden this 6th day of December, 2021.</p> <p style="text-align: center;">ATTEST:</p> <div style="display: flex; justify-content: space-around; align-items: flex-end;"> <div style="text-align: center;">               Chairman              Camden County Board of Commissioners         </div> <div style="text-align: center;">               Karen M. Davis              Clerk to the Board of Commissioners         </div> <div style="text-align: center;">  </div> </div>
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**RESOLUTION 2021-12-01**

**AUTHORIZING AN AMENDMENT TO THE COASTAL AREA MANAGEMENT AGENCY CORE LAND USE PLAN**

**WHEREAS**, the County desires to amend its 2005 CAMA Core Land Use Plan, specifically the Future Land Use Map, to designate approximately 4.5 acres of the Future Land Use Map from Community Core, to 4.5 acres to Medium Density Residential to accommodate a rezoning request from Ricky Lee Edwards; and

**WHEREAS**, on October 20, 2021 the Planning Board unanimously recommended rezoning and related adoption of the draft amendment to the CAMA Core Land Use Plan; and

**WHEREAS**, the County conducted a duly advertised public hearing on the draft amendment to the CAMA Core Land Use Plan at the Regular Meeting of the Board of Commissioners on December 6, 2021; and

**WHEREAS**, the amendment to the Future Land Use Map has been evaluated for its consistency with other existing policies and no internal inconsistencies exist; and

**WHEREAS**, the amendment is consistent with the currently approved North Carolina Coastal Management Program and the rules of the Coastal Resources Commission; and

**WHEREAS**, a review of the Implementation Policies indicates that this project and request is consistent with 18 of the Land Use Policies; and

**WHEREAS**, the amendment does not violate any state or federal laws.

**NOW, THEREFORE, BE IT RESOLVED THAT** the Board of Commissioners of Camden County, North Carolina, has adopted the draft CAMA Core Land Use Plan amendment to amend its 2005 CAMA Core Land Use Plan, specifically the Future Land Use Map, to designate approximately 4.5 acres of the Future Land Use Map from Community Core to Medium Density Residential; and

**BE IT FURTHER RESOLVED** that the County Manager of Camden County is hereby authorized to submit the adopted CAMA Core Land Use Plan amendment to the State for certification as described above.

Adopted this 6<sup>th</sup> day of December, 2021      ATTEST:

  
Chairman  
Camden County Board of Commissioners

  
Karen Davis  
Clerk to the Board of Commissioners



The Board requested that the additional properties in that area be considered at the February 2022 regular meeting.

**B. UDO Text Amendment – Amber Curling**

**Motion to open the public hearing for a text amendment to update the Unified Development Ordinance.**

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

The proposed ordinance presents a text change to the Camden County Unified Development Ordinance (151.6.2.7.B.a.2). The change is necessary to comply with state law.

In January 2021, the General Assembly approved changes to the North Carolina General Statutes section 162A-213 (a) (1) that modified when public utilities can collect capacity and tap fees. The previous version allowed the collection of these fees at the time a subdivision was platted. This placed the burden on the developer to pay the fees. The new version adopted January 1, 2021 states that the fees are not to be collected until the building permit is drawn. The Planning Board voted unanimously to recommend approval.



## North Carolina General Statute §162A-213

**§ 162A-213. Time for collection of system development fees.**

(a) Land Subdivision. - For new development involving the subdivision of land, the system development fee shall be collected by a local governmental unit at the later of either of the following:

- (1) The time of application for a building permit.
- (2) When water or sewer service is committed by the local governmental unit.

(b) Other New Development. - For all other new development, the local governmental unit shall collect the system development fee at the earlier of either of the following:

- (1) The time of application for connection of the individual unit of development to the service or facilities.
- (2) When water or sewer service is committed by the local governmental unit.

(c) If the system development fee is collected under subdivision (a)(1) of this section and the local governmental unit that charges or assesses the system development fee is different from the local governmental unit that issues the building permit, the local governmental unit issuing the building permit shall require proof of collection of the system development fee prior to issuance of the building permit.

(d) No system development fee shall be charged or assessed with respect to any new development for which a system development fee under this Article has been collected at the time of plat recordation involving the subdivision of land and the amount of capacity associated with that payment of the system development fee has not increased at the time of application for the building permit. If the amount of capacity is increased at the time of application for a building permit, then a system development fee may be charged for the difference in the amount of the increased capacity minus the system development fee previously paid under this Article. (2017-138, s. 1; 2018-34, s. 3(a); 2020-61, ss. 1(a)-(d), 2(a).)

Public Comments – None.

**Motion to close the public hearing.**

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

**Motion to add the UDO Text Amendment to the agenda.**

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

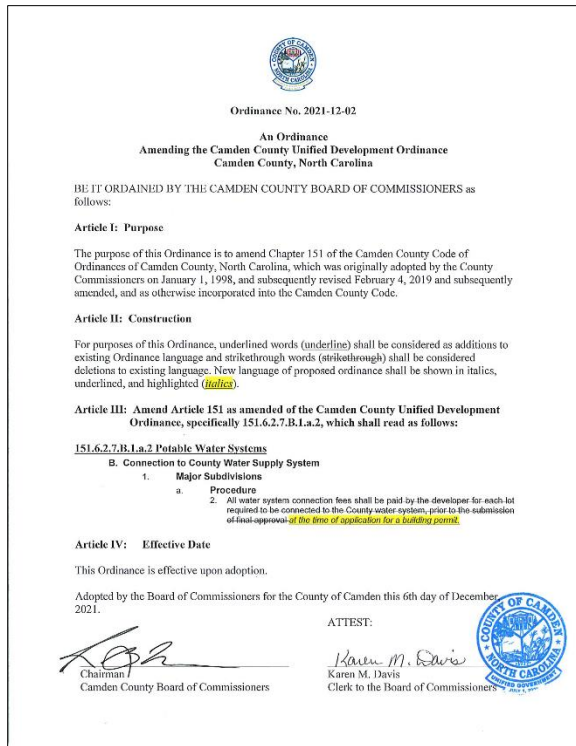
**Motion to approve Ordinance No. 2021-12-02 for the following reasons:**

The proposed text amendment does not result from any events affecting land use and development patterns so it is neither consistent nor inconsistent with plan content; merely a legislative mandate to remain valid in the County's exercise of authority to set such standards & specifications.

The proposed amendment is supportive of the Plan's purposes:

- establish the legal foundation for zoning and subdivision changes
- guide future land-use decisions
- provide a legal foundation for future land-use related regulations

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



## ITEM 9. Old Business

### A. Potentially Dangerous Dog Appeals Board

Commissioner Tom White made a motion to approve the establishment of a Potentially Dangerous Dog Appeals Board as presented with a 5-member board to be nominated by the Sheriff.

Commissioner Riggs suggested a 3-member board be approved if enough people do not apply to have 5 members.

Commissioner Tom White amended his motion to include that a 3-member board would be acceptable but 5 members are preferred.

Commissioner Krainiak suggested a 5-member board to allow for more diversity and fairness.

Commissioner Tom White amended his motions as follows:

**Motion to approve the establishment of a Potentially Dangerous Dog Appeals Board as presented with 3 or 5 members – 5 members being preferable and professional members (such as veterinarians) do not have to be Camden residents in order serve on the board.**

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

**ARTICLE VI - DANGEROUS AND POTENTIALLY DANGEROUS DOGS****Section 1. Compliance with state law; article as supplement to state law.**

It is the purpose of this Ordinance to supplement state laws for the enforcement of state laws relating to Dangerous dogs and Potentially Dangerous dogs.

**Section 2. Declaration of Dangerous or Potentially Dangerous Dog**

- a. The Animal Control Officer may find and declare a Dog Dangerous or Potentially Dangerous if probable cause is found to believe that the dog falls within the definitions set forth in this ordinance. The finding must be based upon one or more of the following:
1. The written and signed complaint of a citizen, who is willing to testify that the dog has acted in a manner that is defined as a Dangerous Dog or Potentially Dangerous Dog.
  2. Authenticated dog bite reports filed with the Animal Control Department;
  3. Actions of the dog witnessed and reported upon by any Animal Control Officer or Law Enforcement Officer;
  4. The declaration by a judicial authority or another animal control authority pursuant to G.S. § 67.1
  5. Other credible evidence.

**Section 3. Potentially Dangerous Dog Appeals Board.**

- a. There is hereby created a Potentially Dangerous Dog Appeals Board to hear appeals of determinations of Potentially Dangerous dogs.
- b. The Potentially Dangerous Dog Appeals Board is voluntary and shall be composed of five regular members and two alternates. All the members and the alternates shall be residents of Camden County and appointed by the Camden County Board of Commissioners to serve a three-year term. At least one of the regular members shall be a licensed veterinarian, if available, one a livestock owner, one a sworn law enforcement officer and two or three members representing the public at large.

c. At any hearing, an officer of the Sheriff's Office shall be assigned to take minutes, of which shall be considered a matter of public record and the Animal Control Department shall be the custodian thereof.

d. A quorum of at least three members (any combination of regular members and alternates) must be present at an appellate board hearing in order for the Potentially Dangerous Dog Appeals Board to conduct business.

e. The members of the Potentially Dangerous Dog Appeals Board shall disclose any personal involvement they have had with the case to be heard, the individuals involved or other conflicts of interest, and upon a motion of the Potentially Dangerous Dog Appeals Board, be recused for the hearing at hand.

**Section 4. Right to Appeal**

- a. The owner of a dog which has been declared Potentially Dangerous has the right to appeal the declaration to the Dangerous or Potentially Dangerous Dog Appeals Board.
1. The owner of a dog which has been declared Potentially Dangerous has the right to appeal the declaration by filing a written objection, stating the grounds for the appeal, with the Animal Control Department within seven business days of receipt of the declaration letter.
  2. After declaration that a dog is Dangerous or Potentially Dangerous and during any part of the appeals process, the owner or keeper of the dog shall adequately confine the dog.
  3. The Appeals Board shall hold a hearing within ten business days of the receipt of the written objections.
  4. The Animal Control Officer shall have the burden of proof and may request witnesses be present and introduce evidence.
  5. The owner requesting the appeal will be given an opportunity to disprove the element(s) which constitute the declaration.
  6. The Animal Control Officer will be given a final opportunity to clarify any conflicts, ambiguities or inconsistencies created by or arising from the statements or evidence. The Appeals Board may ask questions at any time during the appeal hearing and may request additional evidence from either party.

7. The final decision of the Appeals Board shall be in writing and shall be maintained as public record.

b. If the decision is in favor of the appellant, the Animal Control Department shall immediately cease efforts to implement any sanction(s) imposed by this Article. Any decision rendered by the Appeals Board applies only to the violation(s) appealed and the specific dog(s) in question and does not prevent the Animal Control Department from enforcing a subsequent violation of the same provision or any other provision of this ordinance.

c. If the Appeals Board upholds or affirms the declaration of the Animal Control Officer or his/her designee, the owner is responsible for all applicable fees and civil penalties.

d. The final decision of the Appeals Board hearing shall be sent to the owner of the dog within seven working days following the decision of the Appeals Board.

e. Any appeal from the final decision of the Appeals Board shall be taken to the Superior Court by filing a notice of appeal and petition for review within ten business days of receipt of the final decision of the Appeals Board.

f. If the owner of the dog does not file a written appeal of the Potentially Dangerous Dog Appeals Board ruling with the Superior Court within the time period required or if the owner of the dog does not comply with the confinement requirements as specified in this Section within 21 calendar days of the final decision of the Appeals Board or Superior Court, the dog becomes the property of the County and subject to seizure.

**ITEM 11. New Business****A. Tax Report – Lisa Anderson**



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

**OUTSTANDING TAX DELINQUENCIES BY YEAR**

<b><u>YEAR</u></b>	<b><u>REAL PROPERTY</u></b>	<b><u>PERSONAL PROPERTY</u></b>
2020	104,120.58	7,560.31
2019	48,339.07	3,129.57
2018	25,534.29	1,813.44
2017	18,799.72	2,138.56
2016	8,280.90	1,238.54
2015	6,791.79	697.90
2014	9,771.71	1,030.08
2013	6,780.63	4,694.65
2012	5,683.74	7,328.61
2011	4,565.86	6,229.26

TOTAL REAL PROPERTY TAX UNCOLLECTED	238,668.29
TOTAL PERSONAL PROPERTY UNCOLLECTED	35,860.92
TEN YEAR PERCENTAGE COLLECTION RATE	99.64%
COLLECTION FOR 2021 vs. 2020	8,152.79 vs. 10,098.52

**LAST 3 YEARS PERCENTAGE COLLECTION RATE**

2020	98.59%
2019	99.33%
2018	99.64%

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

ENDING October 2021

BY TAX ADMINISTRATOR

34	NUMBER DELINQUENCY NOTICES SENT
17	FOLLOWUP REQUESTS FOR PAYMENT SENT
3	NUMBER OF WAGE GARNISHMENTS ISSUED
7	NUMBER OF BANK GARNISHMENTS ISSUED
24	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

## 30 Largest Unpaid - Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	6,743.01	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8943-01-17-4388.0000	5,818.24	2	THOMAS REESE	CAMDEN	301 JAPONICA DR
R	02-8923-00-19-3774.0000	5,557.52	1	NMJ PROPERTIES LLC	CAMDEN	431 158 US W
R	02-8934-01-17-4778.0000	5,094.04	4	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	02-8933-01-06-9013.0000	4,918.64	2	JEWEL H. DAVENPORT	CAMDEN	WINDY HEIGHTS DR
R	02-8935-02-66-7093.0000	4,835.80	3	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	02-8934-01-18-8072.0000	4,426.60	2	ARNOLD AND THORLEY, INC.	CAMDEN	146 158 US W
R	02-8945-00-41-2060.0000	3,892.24	2	LABELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	02-8944-00-36-1417.0000	3,880.77	2	ROSA ALICE FEREBEE HEIRS	CAMDEN	165 IVY NECK RD
R	02-8934-01-29-4617.0000	3,626.50	2	JAMES B. SEYMOUR ETAL	SOUTH MILLS	112 158 US W
R	01-7999-00-62-3898.0000	3,520.40	2	MICHAEL ASKEW	SOUTH MILLS	257 A OLD SWAMP RD
R	03-8993-00-45-2682.0000	3,379.79	2	FRANK MCWILLIAN HEIRS	SHILOH	172 NECK RD
R	03-8962-00-05-0472.0000	3,287.34	10	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8943-02-75-4196.0000	3,214.14	3	SHERILL M. PRICE JR	SHILOH	115 COOKS LANDING RD
R	02-8916-00-39-5170.0000	2,969.22	2	DONALD RAY JONES	CAMDEN	670 343 HWY N
R	03-8962-00-67-1021.0000	2,835.96	4	CECIL BARNARD HEIRS	SHILOH	WICKHAM RD
R	03-8971-00-23-2253.0000	2,764.79	1	ABODE OF CAMDEN, INC.	SHILOH	187 C THOMAS POINT RD
R	03-9809-00-24-8236.0000	2,683.75	2	GENE W IRBY	SHILOH	503 SAILBOAT RD
R	01-7090-00-70-3221.0000	2,576.73	1	LONZO FISHER GREGORY	SOUTH MILLS	406 OLD SWAMP RD
R	03-9809-00-23-4988.0000	2,451.26	1	WANDA H WELLS	SHILOH	104 HIGH RD
R	03-8965-00-37-4242.0000	2,446.21	2	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	03-8973-00-53-0748.0000	2,359.26	3	MORRIS L. KIGHT III	SHILOH	134 D STANLEY LN
R	02-8934-04-72-0416.0000	2,316.00	2	PAULINE COTTE	CAMDEN	238 COUNTRY CLUB RD
R	02-8936-00-23-4750.0000	2,306.33	3	AARON DARNELL CHAMBLEE ET AL	CAMDEN	LAMBS RD
R	02-8936-00-43-8538.0000	2,287.32	2	BILLY ROSS FEREBEE	CAMDEN	237 PALMER RD
R	02-8934-01-29-4776.5853	2,234.11	1	HASTINGS REVOCABLE TRUST	CAMDEN	110 158 US W
R	03-8952-00-95-8737.0000	2,070.66	1	AUDREY TILLET	SHILOH	171 NECK RD
R	01-8937-00-08-4393.0000	2,068.94	3	KARL L ADCOCK	SHILOH	100 CATALAN DR
R	03-8899-00-55-2698.0000	2,047.13	1	CARLTON WOOLARD	SOUTH MILLS	1010 343 HWY N
R		2,001.17	1	RONALD E EDWARDS	SHILOH	116 MISTLETOE LN

## 30 Oldest Unpaid – Real

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	6,743.01	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8899-00-45-2682.0000	10	3,287.34	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8962-00-04-9097.0000	10	2,835.96	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8952-00-95-8737.0000	10	2,070.66	AUDREY TILLET	SHILOH	171 NECK RD
R	02-8943-04-93-8214.0000	10	1,923.24	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7999-00-32-3510.0000	10	1,886.17	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7999-00-12-8596.0000	10	1,814.77	MOSES MITCHELL HEIRS	SOUTH MILLS	117 OTTERS PL
R	01-7080-00-62-1977.0000	10	1,595.95	SANDERS CROSSING OF CAMDEN CO	SHILOH	LITTLE CREEK RD
R	02-8950-00-91-0179.0001	10	1,236.66	CHRISTOPHER FROST-JOHNSON	CAMDEN	227 SLEEPY HOLLOW RD
R	02-8935-01-07-0916.0000	10	982.92	ROSETTA MERCER INGRAM	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1568.0000	10	889.29	EMMA BRITE HEIRS	SOUTH MILLS	105 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	867.78	CHRISTINE RIDDICK	SOUTH MILLS	117 GRIFFIN RD
R	01-7090-00-60-5052.0000	10	788.66	JOE GRIFFIN HEIRS	CAMDEN	133 BOURBON ST
R	02-8936-00-24-7426.0000	10	755.07	BERNICE PUGH	SOUTH MILLS	1382 343 HWY N
R	01-7989-04-90-0938.0000	10	705.35	DORIS EASON	SHILOH	499 SAILBOAT RD
R	03-9809-00-24-6322.0000	10	645.45	DAVID B. KIRBY	CAMDEN	IVY NECK RD
R	02-8950-00-13-7846.0000	10	579.39	MARIE MERCER	SHILOH	CAMDEN POINT RD
R	03-8980-00-61-1968.0000	10	346.06	WILLIAMSBURG VACATION	SHILOH	WICKHAM RD
R	03-8962-00-60-7648.0000	10	281.11	FRANK WRIGHT ETAL	SHILOH	218 BROAD CREEK RD
R	03-8980-00-84-0931.0000	10	277.92	CARL TEUSCHER	SHILOH	CENTERPOINT RD
R	03-8899-00-45-1097.0000	10	200.75	MICHAEL OBER	SHILOH	HIBISCUS RD
R	03-8899-00-37-0046.0000	10	149.69	ELIZABETH LONG	SHILOH	LITTLE CREEK RD
R	03-9809-00-17-2462.0000	10	137.29	TODD ALLEN RIGGS	SHILOH	352 SANDY HOOK RD
R	03-8965-00-37-4242.0000	9	2,446.21	DORA EVANS FORBES	SHILOH	
R	01-7989-00-91-0179.0001	9	1,831.18	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	STINGY LN
R	01-7091-00-64-6569.0000	9	1,581.21	CLARENCE D. TURNER JR.	SOUTH MILLS	HIBISCUS RD
R	03-8899-00-36-1568.0000	9	429.66	PETER BUTTSavage	SHILOH	457 NECK RD
R	03-8962-00-55-5300.0000	9	127.31	OCTAVIA COPELAND HEIRS	SHILOH	SAILBOAT RD
R	03-9809-00-66-0120.0000	9	286.40	RANDELL CRIDER	SHILOH	SAILBOAT RD
R	03-9809-00-54-8280.0000	9	264.96	RODNEY STEVEN SPIVEY &	SHILOH	

## 30 Largest Unpaid – Personal

Roll	Parcel Number	Unpaid Amount	YrsDltg	Taxpayer Name	City	Property Address
0001709		1,654.12	4	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
0000295		1,126.07	2	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
0001104		901.36	4	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
0000132		680.26	1	DAVID DUNAVANT JR.	CAMDEN	158 HWY E
0001046		633.87	1	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
0001072		549.09	10	PAM BUNDY	SHILOH	105 AARON DR
0000738		526.42	10	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
0001538		495.97	10	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
0001681		458.48	9	STEVE WILLIAMS	CAMDEN	150 158 HWY W
0002194		422.00	3	AARON MICHAEL WHITE	SHILOH	849 SANDY HOOK RD S
0001230		411.11	9	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
0001827		365.28	9	KAREN BUNDY	CAMDEN	431 158 US W
0000297		333.84	2	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
0000107		313.72	1	MARK STANLEY MICHALSKI	SOUTH MILLS	138 CAROLINA RD
0001694		288.99	9	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
0001976		270.21	3	ANA ALICIA MARTINEZ LOPEZ	CAMDEN	110 AARON DR
0003722		270.00	1	LRM LEASING CO INC	CAMDEN	197 HERMAN ARNOLD RD
0003405		239.23	2	JOHN R BARKER	SHILOH	108 SASSAFRAS LN
0001352		238.91	9	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
0001106		236.76	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
0003553		232.14	2	BENNY FARRELL TUCKER	ELIZABETH CITY	152 158 US W
0002924		219.96	1	PAUL BEAUMONT	CAMDEN	390 158 US W
0001721		213.91	1	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD
0002442		200.37	4	GERALD WHITE STALLS JR	CAMDEN	116 CHRISTOPHERS WAY
0003501		197.13	2	DIANE L. NOBLE	CAMDEN	152 158 US W
0000945		191.35	3	RAMONA F. TAZEWEILL	CAMDEN	233 SLEEPY HOLLOW RD
0003192		190.35	1	ROBERT JESSE ALDERMAN HUDGINS	CAMDEN	403 343 HWY N
0002902		162.96	1	STEPHANIE AUSMAN	SHILOH	204 POND RD
0003415		151.75	2	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
0001899		148.83	2	DONALD SIMMONS PORTER JR	CAMDEN	163 SANDHILLS RD

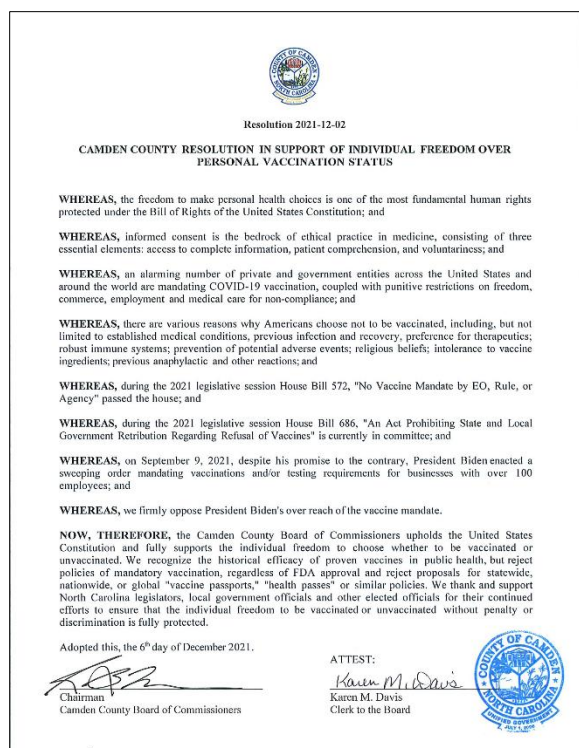
## 30 Oldest Unpaid – Personal

Roll	Parcel Number	YrsDltg	Unpaid Amount	Taxpayer Name	City	Property Address
0001709		10	1,654.12	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
0001046		10	633.87	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
0001072		10	549.09	PAM BUNDY	SHILOH	105 AARON DR
0000738		10	526.42	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
0001538		10	495.97	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
0001827		10	365.28	KAREN BUNDY	CAMDEN	431 158 US W
0001106		10	236.76	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
0001639		10	123.29	CAREY FARMS, INCORPORATED	SOUTH MILLS	202 SHARON CHURCH
0001681		9	458.48	STEVE WILLIAMS	CAMDEN	150 158 HWY W
0001230		9	411.11	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
0001694		9	288.99	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
0001952		9	238.91	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
0000295		5	1,126.07	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
0000326		5	121.47	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND
0002921		5	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
0000770		5	108.00	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
0001104		4	901.36	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
0001976		4	270.21	ANA ALICIA MARTINEZ LOPEZ	SHILOH	110 AARON DR
0002442		4	200.37	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
0000945		4	191.35	RAMONA F. TAZEWEILL	CAMDEN	239 SLEEPY HOLLOW RD
0002468		4	139.53	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
0001150		4	136.45	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
0002968		4	128.00	MICHAEL WILLIAM MAINELLO	SOUTH MILLS	237 KEETER BARN RD
0001689		4	125.28	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
0002194		3	422.00	AARON MICHAEL WHITE	SHILOH	849 SANDY HOOK RD S
0002902		3	162.96	STEPHANIE AUSMAN	SHILOH	204 POND RD
0001512		3	120.11	JOHN WESLEY BURGESS, JR.	CAMDEN	431 158 US W
0000297		2	333.84	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
0003405		2	239.23	JOHN R BARKER	SHILOH	108 SASSAFRAS LN
0003553		2	232.14	BENNY FARRELL TUCKER	ELIZABETH CITY	152 158 US W

Motion to approve the tax report as presented and commend Tax Administrator Lisa Anderson and her staff for a job well done for a consistently high rate of tax collections over several years.

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

## B. Resolution 2021-12-02 Supporting Individual Freedom Over Personal Vaccination Status



### **Motion to adopt Resolution 2021-12-02 Supporting Individual Freedom Over Personal Vaccination Status.**

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

#### **C. Agreement to Amend Restrictive Covenants (Camden Business Park) – John Morrison**

Mr. Morrison explained that initially the only occupancy in the development would be comprised of commercial structures. However, it is requested that the restrictive covenants be amended so that the highway frontage and the county's lot be for business use only, but the remainder interior lots would be residential use and have restrictive covenants exclusive to those lots. The county would not incur any cost as a result of the amendment, nor would the amendment affect the proposed use of the county's lot within the development.

Due to a familial relationship with the developer, Commissioner Randy Krainiak requested to be recused from discussing or voting on this matter.

### **Motion to recuse Commissioner Krainiak from any discussion or action on this item.**

<b>RESULT:</b>	<b>PASSED [4-0]</b>
<b>MOVER:</b>	Tom White
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White
<b>RECUSED:</b>	Randy Krainiak

### **Motion to approve an agreement to amend the restrictive covenants for the Camden Business Park as presented by the County Attorney and authorize him to execute amendment documents on the County's behalf.**

<b>RESULT:</b>	<b>PASSED [4-0]</b>
<b>MOVER:</b>	Clayton Riggs
<b>AYES:</b>	Tom White, Ross Munro, Clayton Riggs, Tiffney White
<b>RECUSED:</b>	Randy Krainiak

#### D. Opioid Litigation Settlement – John Morrison

County Attorney John Morrison gave a brief history of the origination of the Class Action Opioid Litigation of which Camden was a part. As a result of the litigation, Camden County is entitled to a payout of \$400,000 over 18 years and under the state MOA their uses are restricted as detailed in the MOA. Based on the 85% allocation to North Carolina counties, the allocation for Camden County of 0.00073036400412663 and assuming 100 percent participation in the state, but not including the cost of fees for NC local counsel and an estimate of the total payout is excess of \$400,000 paid over 18 years. During the relevant period, Camden County had three opioid deaths.

**Motion to consent to the opioid litigation settlement and authorize the County Attorney to execute all necessary documents in regard to the settlement.**

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

#### ITEM 12. Board Appointments

##### A. South Camden Fire Commission

**Motion to approve the reappointment of George Tarkington to the South Camden Fire Commission.**

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

##### B. Advisory Board Commissioner Appointments

Chairman Ross Munro made no changes to existing Advisory Board Commissioner appointments.

##### Advisory Boards w/ Required Commissioner Appointments

ADVISORY BOARD	CURRENT APPOINTMENT	MEETING SCHEDULE
911 Central Communications	Ross Munro	As needed
Albemarle Commission Board of Delegates	Clayton Riggs / Tiffney White (alternate)	Monthly
Albemarle District Jail	Clayton Riggs	Monthly
Albemarle Regional Health Board	Tom White	Quarterly
Albemarle Rural Conservation & Dev. Council	Tiffney White	Bimonthly
Albemarle Rural Planning Organization	Tom White / Randy Krainiak (Alternate)	Quarterly
Camden Economic Development Commission	Randy Krainiak	Bimonthly
Chamber of Commerce (Elizabeth City)	Randy Krainiak	Monthly
Dismal Swamp Park Advisory Committee	Ross Munro	Quarterly
Home & Community Block Grant	Randy Krainiak	Annually
Juvenile Crime Prevention Council	Tom White	Bimonthly
Library Board of Trustees	Clayton Riggs	Quarterly
Northeastern Workforce Dev. Consortium	Clayton Riggs	Quarterly
Northern Regional Advisory Board – Trillium	Clayton Riggs	Quarterly
Parks & Recreation Advisory Board	Tiffney White	Bimonthly
Pasquotank-Camden EMS Board (2 reps)	1.Tom White 2.Tiffney White	Quarterly
Public Safety Organization	Ross Munro	Monthly
Senior Advisory Board	Ross Munro	Bimonthly
Social Services Board	Randy Krainiak	Monthly
SPCA Advisory Board	Randy Krainiak	Monthly
Tourism Development Authority	Tom White	Quarterly

**ITEM 13. Consent Agenda****A. BOC Meeting Minutes – November 1, 2021****B. Budget Amendments**

2021-22-BA012  
CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

Section 1. To amend the General Fund as follows:

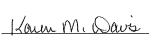
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT INCREASE DECREASE
<b>Revenues</b>		
40380530-433500	Miscellaneous	\$4650.00
<b>Expenses</b>		
405300-574400	Grant Purchases	\$4650.00

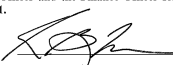
This Budget Amendment is made to appropriate funds from Miscellaneous Revenues to the Grant Funds.


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

Balance in Contingency \$40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 6<sup>th</sup> day of December, 2021.

 Clerk to Board of Commissioners

 Chairman, Board of Commissioners



2021-22-BA013  
CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

Section 1. To amend the General Fund as follows:

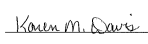
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT INCREASE DECREASE
<b>Revenues</b>		
10390510-433500	Miscellaneous	\$6729.27
<b>Expenses</b>		
105100-533100	Grant	\$6729.27

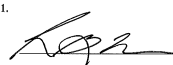
This Budget Amendment is made to appropriate funds from Miscellaneous Revenues to the Grant Funds.


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

Balance in Contingency \$40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 6<sup>th</sup> day of December, 2021.

 Clerk to Board of Commissioners

 Chairman, Board of Commissioners



2021-22-BA014  
CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

Section 1. To amend the General Fund as follows:

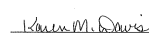
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT INCREASE DECREASE
<b>Revenues</b>		
10360621-434900	MIPPA Grant	\$1,672.13
<b>Expenses</b>		
106210-537510	MIPPA Expenses	\$1,672.13

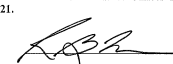
This Budget Amendment is made to appropriate funds through the MIPPA Grant lines for the carryover of funds from 2020-2021.


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

Balance in Contingency \$40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 6<sup>th</sup> day of December, 2021.

 Clerk to Board of Commissioners

 Chairman, Board of Commissioners



2021-22-BA015  
CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

Section 1. To amend the General Fund as follows:

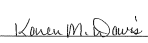
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT INCREASE DECREASE
<b>Revenues</b>		
71330660-438510	Loan Proceeds	\$945,082.33
<b>Expenses</b>		
716600-575000	Admin Bldg Proceeds	\$945,082.33

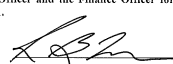
This Budget Amendment is made to appropriate funds of the Loan Proceeds of Administrative Complex.


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

Balance in Contingency \$40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 6<sup>th</sup> day of December, 2021.

 Clerk to Board of Commissioners

 Chairman, Board of Commissioners



2021-22-BA016  
CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

Section 1. To amend the General Fund as follows:

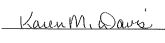
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
40399530-439900	Fund Balance Appropriated	\$245,720	
<b>Expenses</b>			
405300-574000	Capital Outlay	\$245,720	

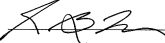
This Budget Amendment is made to appropriate funds from their Fund Balance to Capital Outlay for the down payment on the new trucks that were recently ordered.


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

Balance in Contingency \$40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 6<sup>th</sup> day of December, 2021.

 Clerk to Board of Commissioners

 Chairman, Board of Commissioners



2021-22-BA017  
CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2022.

Section 1. To amend the General Fund as follows:

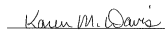
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10385510-402001	Donations	\$1,300	
<b>Expenses</b>			
105100-551400	Sheriff's Fundraisers	\$1,300	


This Budget Amendment is made to appropriate funds that came in from donations to the Sheriff's Fundraisers.


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

Balance in Contingency \$40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 6<sup>th</sup> day of December, 2021.

 Clerk to Board of Commissioners

 Chairman, Board of Commissioners



### C. School Budget Amendments

Budget Amendment  
Camden County Schools Administrative Unit  
State Public School Fund

The Camden County Board of Education at a meeting on the 4<sup>th</sup> day of November 2021 passed the following resolution.


Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2022.


Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	438,786.62	
5200	Special Instructional Programs		257,385.18
5300	Alternative Programs	31,424.00	
5400	School Leadership		99,304.00
5800	School-Based Support Services	66,666.00	
6400	Technology Support Services		24,195.00
6500	Operational Support Services		120,026.00
7200	Nutrition Services		3.00

Explanation:

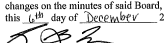
Total Appropriation in Current Budget	\$ 14,788,679.56
Amount of Increase/Decrease of Above Amendment	+ 35,963.44
Total Appropriation in Current Amended Budget ....	\$ 14,824,643.00


Passed by majority vote of the Board of Education of Camden County on the 4<sup>th</sup> day of November 2021.


 Chairman, Board of Education

 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 6<sup>th</sup> day of December 2021.

 Chairman, Board of County Commissioners

 Clerk, Board of County Commissioners



### D. DMV Monthly Report




STATE OF NORTH CAROLINA  
COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County January, 22 Renewals Due 2/15/22


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
34,969.14	35,322.76	18,587.13	88,879.03

Witness my hand and official seal this 6<sup>th</sup> day of December 2021


  
Chairman, Camden County Board of Commissioners

Attest:

  
Click 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.

  
Tax Administrator of Camden County

## E. Vehicle Refunds Over \$100

REFUNDS OVER \$100.00

North Carolina Vehicle Tax System

NCVTS Pending Refund report

Oct, 21 Refunds Over \$100.00

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Refund Type	Refund #	File #	Status	Transaction #	Refund Description	Refund Reason	Create Date	Amortization Date	Tax Jurisdiction	Levy	Change	Interest	Total
MCGRIL, STEPHANIE MARSHBURN-JONES	MCGRIL, STEPHANIE MARSHBURN-JONES	MCGRIL, PATRICK EUGENE	279 KEETER BARN RD	SOUTH MILLS, NC 27876	Promotion	0052206713	HCE6264	AUTHORIZED	163604766	Refund Generated due to promotion on BJ #0052206713-2019-2019-0000-00	Tag Surrender	10/04/2021	10/06/2021 8:22:20 AM	1843	Tax	(\$254.11)	\$0.00	(\$254.11)
VACCA, MELINDA SYBES	VACCA, MELINDA SYBES	VACCA, NICHOLAS JUDE	PO BOX 336	MOYOCK, NC 27958	Promotion	00603125186	HCH2413	AUTHORIZED	153604766	Refund Generated due to promotion on BJ #00603125186-2021-2021-0000-00	Tag Surrender	10/04/2021	10/06/2021 8:22:20 AM	1843	Tax	(\$366.72)	\$0.00	(\$366.72)
WALKER, EDWARD LEE JR	WALKER, EDWARD LEE JR		178 NOBAY RD	SOUTH MILLS, NC 27876	Promotion	0038097320	HD06515	AUTHORIZED	154633586	Refund Generated due to promotion on BJ #0038097320-2020-2020-0000-00	Tag Surrender	10/22/2021	10/28/2021 2:30:10 PM	1843	Tax	(\$128.37)	\$0.00	(\$128.37)

Submitted by Lisa S. Anderson Date 11-5-21  
Lisa S. Anderson, Tax Administrator Camden County

Approved by [Signature] Date 12-13-21  
Chairman Camden County Board of Commissioners

## F. Tax Collection Report



Submitted by: Rita S. Anderson Date: 11-3-21  
Approved by: [Signature] Date: 12-6-21

Submitted by Aria S. Anderson Date 11-29-21  
Lisa S. Anderson, Tax Administrator Camden County

Approved by [Signature] Date 12-6-21  
Chairman Camden County Board of Commissioners

## Packet Pg. 41

NAME	REASON	NO.
Kallee Jun Dan Beach	Turned in plates - Refund \$193.59	Pick-up/23388 63672456
Steven Delbert McPherson	Turned in plates - Refund \$102.08	Pick-up/23386 60227312
Jane E. Sawyer Rev. Trust	Roll back taxes - Pickup \$2,787.88	Pick-up/23382 R-110670-2018 R-118009-2019 R-125394-2020 R-131913-2021
Carolyn McPherson Riggs	Roll back taxes - Pickup \$281.20	Pick-up/23356 R-110558-2018 R-117881-2019 R-125266-2020 R-132673-2021
Brandon Paul Jordan	Turned in plates - Refund \$259.59	Pick-up/23393 30448184

## I. Recycling & Disposal Contract Renewal

<p style="text-align: center;">STATE OF NORTH CAROLINA CAMDEN COUNTY</p> <p style="text-align: center;"><b>RECYCLING &amp; DISPOSAL CONTRACT</b></p> <p>This Scrap Tire Recycling and Disposal Contract ("Contract") made and entered on this 1st day of January 2022 ("Anniversary Date"), by and between Camden County a political subdivision of the State of North Carolina, hereafter referred to as "County" and Central Carolina Holdings, LLC, 1616 Mckoy Town Road Cameron, NC 28326 herein after referred to as the "Contractor".</p> <p><b>WITNESSETH</b></p> <p>WHEREAS, the County chooses to recycle its scrap tires when possible and has determined that this service can best be provided through a service contract with a qualified firm; and,</p> <p>WHEREAS, the Contractor is qualified to provide collection, transportation recycling and disposal of tires and other scrap rubber and has the necessary equipment, personnel, facilities, expertise, financial resources and management skills to provide a high level of service.</p> <p><b>1) Scrap Tire Volume Generated</b> It is unknown how many scrap tires that the County receives at its landfill annually. However, the Contractor understands that the County does not control the scrap tire waste stream and that there is no guaranteed volume that will be received during the term of this Contract.</p> <p><b>2) Recycling and Disposal Services</b></p> <p><b>a) Contractor Responsibilities</b></p> <p>The Contractor agrees to stage open trailer(s) at the County's designated sites and to transport, process, recycle or dispose of all scrap tires loaded in said trailer. Furthermore, the Contractor shall be responsible for handling, processing, recycling and/or disposing of all scrap tires in accordance with all applicable state, federal, and local environmental and safety laws, regulations, permits, ordinances, and standards.</p> <p><b>b) County Responsibilities</b></p> <p>The County shall make available ample space in a manner acceptable to Contractor to provide for efficient handling of containers and materials contained therein. The county shall provide all loading of tires prior to contractor switching out full trailers.</p>	<p style="text-align: center;">STATE OF NORTH CAROLINA CAMDEN COUNTY</p> <p><b>3) Term</b></p> <p>This Contract shall be in full force and effect for a period of five (5) years from the date of execution, with a 2 year annual renewal terms unless terminated earlier per Section 8 (b) unless either party notifies the other party in writing 30 days prior to the expiration of the term of his desire to terminate this contract, in which case the term shall end as scheduled.</p> <p><b>4) Invoices</b></p> <p>The Contractor shall invoice the County for scrap tires collected and transported since the previous invoice. Each invoice shall be according to the fees per Section 6. Each invoice shall include a dated listing of the loads collected and transported.</p> <p><b>5) Collection Disposal Fees</b></p> <p>The County shall pay Contractor, for the work described in Section 2, including processing and transportation of all passenger and truck tires, the sum of \$95.00 per ton for the initial year starting on Jan 1<sup>st</sup> 2022, expiring on June 30, 2022. A ten (10) ton minimum per trailer will apply as well as a \$25.00 Environmental Fee will be charged for each trailer pulled from the county collection site. A Consumer Price Index adjustment will be calculated in March of each year and Contractor will notify the county of any increase that will be applied to the contract price each year starting on the July 1, 2023. Super Single Truck tires are charged at the same rate of \$95.00 per ton plus an additional \$0.05 per pound with no minimum tonnage. OTR tires are charged at the same rate of \$95.00 per ton plus an additional \$0.20 per pound with no minimum tonnage. There will be a \$50.00 charge for all double drop and hooks. Because fuel consumption constitutes a major part of the fee structure, there will be a freight charge of \$750.00 per load in addition to the fuel Sur Charge. Effective July 1, 2022 there will be a price adjustment to the sum of \$105.00 per ton for disposal and freight charge will be adjusted to \$1547.00 per load. All other fees will remain as listed.</p> <p>The calculation of this charge is on a base price of diesel being \$2.50 to \$2.74 per gallon. Total round-trip miles of 442 for this transaction are multiplied times the "price adjustment per mile" for the average fuel cost at the time of service. Fuel Sur-charge with formula shown in next paragraph.</p>
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STATE OF NORTH CAROLINA  
CAMDEN COUNTY

Price per Gallon	Price Adjustment per mile
\$2.50 - \$2.74	+0.30
\$2.75 - \$2.99	+0.35
\$3.00 - \$3.24	+0.40
\$3.25 - \$3.49	+0.45
\$3.50 - \$3.74	+0.50
\$3.75 - \$3.99	+0.55
\$4.00 - \$4.24	+0.60
\$4.25 - \$4.49	+0.65
\$4.50 - \$4.74	+0.70
\$4.75 - \$4.99	+0.75
\$5.00 - \$5.24	+0.80

Formula follows with the price of fuel

In the event of a discrepancy between Contractor and County records, such invoice shall be paid less the amount of the discrepancy. A notice of discrepancy with supporting documentation, shall be promptly sent to Contractor and the two parties shall reconcile records and invoices at the earliest possible date. Such reconciliation shall be reflected on the next invoice from Contractor.

**6) Taxes, etc. clause**

Should the local, state, or federal government impose a franchise fee or tax, Contractor will pass this fee on to the county, or Contractor and County will agree to cancel the contract. Should such termination or recession occur before performance of the activity herein provided is begun, all parties hereto shall be released from the provisions hereof without liability or obligation. Should such termination or recession occur after such performance is begun, the liability and obligations of the parties shall be limited to settlement of all proper claims based upon performance prior to termination or recession of this contract. In no case shall the Company be liable or responsible for any other cost of obtaining, preparing, maintaining, or operating the facilities for deposit of said tires nor shall Company be liable or responsible for any of the cost of obtaining, preparing, maintaining or operating the location for assembly, collection, and removal of said tires.

**7) Termination**

This Contract may be terminated according to either of the following provisions:

a) Default: If either party hereto deems the other party hereto to be in default of any provision hereof, the claiming party shall provide notice in writing to the defaulting party of said default. If said defaulting party fails to correct the default within twenty (20) working days from the date of notice, the other party may terminate this Contract immediately. In case of such termination the party terminating this contract shall forthwith give the other party written notice of such termination.

STATE OF NORTH CAROLINA  
CAMDEN COUNTY

b) Mutual Agreement: This Contract may be terminated by mutual agreement of the parties hereto, at any time.

**8) Force Majeure**

a) Suspension of Performance: The performance of its duties and obligations hereunder by either party shall be suspended to the extent that such performance, in whole or in part, shall be rendered impracticable by Force Majeure.

b) Definition: Force Majeure - For purposes herein, Force Majeure shall be termed as any event or occurrence of any nature or kind in respect to the duties herein that is beyond the control of and occurs without the negligence of the party invoking the same, including without limitation: acts of God or of a public enemy, acts of government or governmental authority in either its sovereign or contractual capacity, wars, riots, fires, floods, explosions, epidemics, boycotts, excessive fuel prices, blackouts, strikes, labor disputes, equipment breakdowns, and any transportation problem directly affecting or inhibiting pickups.

c) Notice: In the event that either party hereto determines that a Force majeure has occurred, or it is likely to occur, said party shall promptly furnish to the other party notice in writing of such Force Majeure, setting forth the nature of such problem, the anticipated effect thereof on said party's performance hereunder and when normal performance may be expected. In the event of excessive fuel prices of over the road diesel, Contractor and County will negotiate satisfactory terms for both parties involved.

d) No Unreasonable Delay: Any party hereto whose performance hereunder is delayed or prevented by a factor of Force Majeure, and said party subsequently invokes Force Majeure, shall take all reasonable steps to resume, with the least possible delay, compliance with its obligations hereunder, provided that said party shall not be required to settle any strike or labor dispute on terms not acceptable to it.

**9) Representations**

9.1) The Contractor represents, warrants and covenants to County that:

a) It is an entity duly organized, validly existing and in good standing under the laws of the State of North Carolina and is duly and validly qualified to conduct business and is in good standing in all jurisdictions in which such qualification is necessary.

b) The execution, delivery and performance of this Contract have been duly and validly authorized by all corporate action required to be taken and will not result in a breach of, constitute a Default under, or violate the terms of Contractor's organizational agreement, or any rule, regulation, judgment, decree, order, or agreement to which Contractor is a party or by which it may be bound.

c) Contractor shall comply with all environmental and other applicable

STATE OF NORTH CAROLINA  
CAMDEN COUNTY

governmental permits, guidelines and actions during the term hereof, and has paid and will pay all valid charges and assessments in connection therewith. Contractor hereby indemnifies County against any punitive or other action resulting from or associated with Contractor's failure to do so.

**9.2) County represents, warrants and covenants to Contractor that:**

a) The execution, delivery and performance of this Contract by County have been duly and validly authorized by all corporate action required to be taken and will not result in a breach of, constitute a Default under, or violate the terms of decree, order, contract or agreement to which County is a party or by which it may be bound. Concurrently herewith, County tenders unto Contractor a certified copy of the resolution of its Board of Commissioners authorizing execution and delivery of this Contract.

**10) Insurance**

Contractor does hereby attest that it has general liability insurance coverage (which covers all its operations including but not limited to motor vehicle transportation) in the minimum amount of one million (\$1,000,000.00) dollars. A "Certificate of Insurance" affirming said coverage is attached hereto as an integral part of this Contract. County shall be listed as an additional insured under said Certificate of Insurance and a copy of said endorsement shall be provided to County within ten (10) days signing of Contract. Contractor shall at all times during the existence of this contract maintain liability insurance coverage in the amount not less than one million (\$1,000,000.00) dollars.

**11) Hold Harmless**

The Contractor does hereby indemnify and hold the County free and harmless from liability on account of injury or damage to persons or property which may result from the negligent conduct or operations arising out of the business of collection, removal and transportation of tires in accordance with the terms of this contract; and, in the event that any suit or proceeding is brought against the County at law or in equity, either independently or jointly with the Contractor, or either of them, on account of such negligent acts, the Contractor will defend the County in any such suit or proceeding at the cost of the Contractor, and in the event of a final judgment of decree being brought against either of them, the Contractor will pay such judgment or comply with such decree with all costs and expenses of whatsoever nature and hold the County harmless therefrom.

**12) Dispute**

Any matter that arises hereunder that cannot be settled in negotiations between the parties hereto shall be handled according to the laws, legal processes and courts of the State of North Carolina. Any final decision there from shall be valid and binding upon the parties hereto and enforceable at law. Venue for any action arising out of this contract shall be the general court of justice, **County of Camden, NC**

STATE OF NORTH CAROLINA  
CAMDEN COUNTY

**13) Miscellaneous**

13.1) Contractor agrees to be an equal opportunity employer and not discriminate based on race, religion, or sex.

13.2) This Contract may be changed only by agreement in writing and signed by both parties hereto.

13.3) This Contract embodies the entire contract between the parties and supersedes any prior agreements and understanding, oral and/or written.

13.4) This Contract may be executed simultaneously in two or more counterparts, each of which shall be deemed an original.

13.5) This Contract shall be governed by the laws of the State of North Carolina.

13.6) The sections and heading in the Contract are for reference purposes only and shall not affect in any way the meaning of this Contract or any part herein.

13.7) In the event that any provision of this Contract shall be determined to be invalid, this Contract thereupon shall be deemed to have been amended to eliminate such provisions so the remaining provisions of this Contract shall be valid and binding.

13.8) All notices, and other formal communications hereunder shall be made in writing and given or delivered by certified United States mail to the principal and at the address designated below. Acceptance thereof shall be deemed to constitute receipt.

**Contractor**  
Central Carolina Holdings, LLC  
1616 Mcloy Town Road  
Cameron, North Carolina 28326


**COUNTY**  
Camden County  
P. O. Box 190, Hwy158 East,  
Camden, NC 27921

13.9) Any waiver made hereto shall be deemed to be limited in application to the matters explicitly referred to therein and shall neither be construed as, nor entitle the other party to a waiver by said party of any similar matter.

13.10) This Contract shall be binding upon and insure to the benefit of the parties hereto and their respective successors and permitted assigns, but neither this Contract nor any of the rights, interests, or obligations hereunder shall be assigned by either party hereto without the prior written consent of the other party hereto, which consent shall not be unreasonable withheld or delayed.

STATE OF NORTH CAROLINA  
CAMDEN COUNTY

IN WITNESS WHEREOF, the parties hereto have set their respective hands and seals as of the date first above written.



ATTEST

Karen M. Davis

CAMDEN COUNTY

BY [Signature]

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

[Signature]  
Signature of Finance Officer

CENTRAL CAROLINA HOLDING, LLC

BY \_\_\_\_\_

ATTEST

\_\_\_\_\_

## J. JCPC Contractor Agreement

**Independent Contractor Agreement**

This Agreement entered into this 12th day of October, 2021, by and between the Board of County Commissioners of Camden County ("Camden County"), and Rick Luge ("Contractor").

In consideration of their mutual promises made herein, and for other good and valuable consideration, the parties hereby agree as follows:

**1. Scope of Work.**

(a) Camden County engages the Contractor to furnish the work described in the Schedule attached to this Agreement at the times specified in the Schedule, and the Contractor agrees to furnish the work at the times specified in the Schedule.

(b) Contractor acknowledges that by prior knowledge and examination, Contractor understands the nature of the work, the environment, and the difficulties that may be incident to performing the Services.

(c) Contractor warrants that all Services under this Agreement shall be performed and completed in a safe, good and skillful manner by fully trained, skilled, competent and experienced personnel utilizing adequate equipment in good working order at all times.

(d) Contractor shall not employ in any work for Camden County any employee who is a minor or whose employment violates any labor, employment or other applicable laws.

**2. Price and Payment.**

Camden County agrees to pay the Contractor in accordance with the price and payment terms set forth in the Schedule attached to this Agreement, and the Contractor agrees to accept such amounts as full payment for its work and to sign such waivers of lien, affidavits and receipts as Camden County shall request in order to acknowledge payment.

**3. Independent Contractor Relationship.**

The Contractor is and at all times shall conduct itself as an independent contractor, and Contractor is not and shall not be considered or hold itself out or act as an employee, servant, agent, partner, or party in a joint venture with Camden County. Camden County shall determine the work to be done by the Contractor, but the Contractor shall determine the means by which to accomplish the work specified by Camden County. Camden County is

1

not responsible for withholding, and shall not withhold, FICA or taxes of any kind from any, payments that it owes the Contractor. Neither the Contractor nor its employees shall be entitled to receive any benefits which employees of Camden County are entitled to receive and shall not be entitled to workers' compensation, unemployment compensation, medical insurance, life insurance, paid vacations, paid holidays, pension, profit sharing, or Social Security on account of their work for Camden County.

**4. Term.**



This Agreement is effective as of the date signed by both parties and shall continue in effect for a period of time specified to complete the project that is the subject of this Agreement and not to exceed the next ensuing June 30<sup>th</sup>, or until cancelled by either party upon not less than thirty (30) days written notice to the other party.

**5. Miscellaneous.**

(a) If any terms of this Agreement shall be declared invalid, illegal or unenforceable for any reason or in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions hereof and this Agreement shall be construed as if such provision had never been contained herein.

(b) This agreement constitutes the entire agreement between the parties and supersedes any prior agreement between the parties.

(c) This Agreement may be amended only by a written instrument signed by both parties' contracting authority.

<p align="center"><b>SCHEDULE TO INDEPENDENT CONTRACTOR AGREEMENT</b></p> <p>A. SERVICES AND SCOPE OF WORK:</p> <p>1. Description of Services, Materials and Other Items Supplied by Contractor: Serve as advisor for teen court program. Recruit and train student volunteers. Oversee trials as they occur. Minimum of one meeting per month with student volunteers.</p> <p>2. Geographic Areas: Camden County, North Carolina</p> <p>B. PRICE OR RATES AND PAYMENT TERMS FOR SERVICES: \$500</p> <p>C. ADDITIONAL PROVISIONS:</p>	<p align="center">IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.</p> <p>Board of County Commissioners of Camden County</p> <p>By:  Chairman</p> <p>Contractor</p> <p>By: <u>Rich Lage</u></p> <p>Title: _____</p> <p align="center"><small>This instrument has been presented in the manner required by the Local Government Budget and Fiscal Control Act.</small></p> <p> Stephanie B. Jackson Signature of Finance Officer</p>
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**Motion to approve the Consent Agenda as presented.**

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

#### **ITEM 14. County Manager's Report**

Chairman Ross Munro read the County Manager's Report in his absence.

- Mid-Year Budget Reviews conducted with Department Heads. Every department is within its budget for the first six months of the fiscal year. Great work by everyone.
- COVID Booster Vaccine – December 15<sup>th</sup>, 9:00 AM at the Camden Library
- Staff Christmas Luncheon – Friday, December 17<sup>th</sup>
- County Offices closed December 23<sup>rd</sup>, 24<sup>th</sup>, 27<sup>th</sup> and 31<sup>st</sup>
- Next BOC Meeting – January 3, 2022
- Merry Christmas and Happy New Year!

#### **ITEM 15. Commissioners' Reports**

None.

#### **ITEM 16. Information, Reports & Minutes from Other Agencies**

Provided for information only:

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

#### **ITEM 17. Other Matters**

None.

#### **ITEM 18. Adjourn**

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

**Motion to adjourn.**

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

Chairman Munro adjourned the meeting at 9:32 AM.

ATTEST:

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Ross B. Munro, Chairman  
Camden County Board of Commissioners

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Karen M. Davis  
Clerk to the Board of Commissioners



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

**Item Number:** 7.B

**Meeting Date:** January 03, 2022

**Submitted By:** Karen Davis, Clerk to the Board  
Schools  
Prepared by: Karen Davis

**Item Title** **School Budget Amendments**

**Attachments:** School Budget Amendments (PDF)

## Budget Amendment

## Camden County Schools Administrative Unit

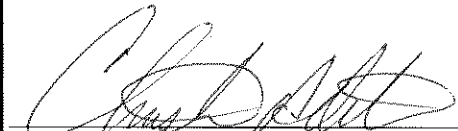
## State Public School Fund

The Camden County Board of Education at a meeting on the 18<sup>th</sup> day of November 2021 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2022.

Code Number		Description of Code	Amount	
			Increase	Decrease
5100		Regular Instructional Programs	15,746.63	
5200		Special Instructional Programs	797.06	
5400		School Leadership	3,996.00	
5800		School-Based Support Services	9,607.04	
6200		Special Population Support	3,412.21	
6500		Operational Support Services	3,258.01	
6600		Financial and Human Resource	4,911.03	
6900		Policy, Leadership & Public	1,514.35	
Explanation:				
Total Appropriation in Current Budget			\$ 14,824,643.00	
Amount of <b>Increase</b> /Decrease of				
Above Amendment				+ 43,242.33
Total Appropriation in Current Amended				
Budget ....			\$ 14,867,885.33	

Passed by majority vote of the Board of Education of Camden County on the 18<sup>th</sup> day of November 2021.



Chairman, Board of Education



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 \_\_\_\_ day of \_\_\_\_\_ 20\_\_.

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

Attachment: School Budget Amendments (3180 : School Budget Amendments)



BUDGET AMENDMENT  
November 18, 2021

1. State Public School Fund

- A. We have reviewed this area of the budget and find that we must increase our budget to cover the benefits that will be covered at the end of the year by NCDPI that are paid during the year to employees. We request your approval of the following amendment.

Non-Contributory Employee Benefits


1.5110.009.184 Longevity	\$ +	4,256.62
1.5110.009.211 Emp. Soc. Sec. Costs	+	325.60
1.5110.009.221 Emp. Retirement Costs	+	922.83
1.5120.009.188 Annual Leave Payout	+	7,918.95
1.5120.009.211 Emp. Soc. Sec. Costs	+	605.80
1.5120.009.221 Emp. Retirement Costs	+	1,716.83
1.5210.009.184 Longevity	+	382.36
1.5210.009.188 Annual Leave Payout	+	233.94
1.5210.009.211 Emp. Soc. Sec. Costs	+	47.14
1.5210.009.221 Emp. Retirement Costs	+	133.62
1.5400.009.184 Longevity	+	3,089.77
1.5400.009.211 Emp. Soc. Sec. Costs	+	236.37
1.5400.009.221 Emp. Retirement Costs	+	669.86
1.5840.009.188 Annual Leave Payout	+	3,769.08
1.5840.009.211 Emp. Soc. Sec. Costs	+	288.33
1.5840.009.221 Emp. Retirement Costs	+	817.14
1.5860.009.184 Longevity	+	3,659.23
1.5860.009.211 Emp. Soc. Sec. Costs	+	279.94
1.5860.009.221 Emp. Retirement Costs	+	793.32
1.6200.009.184 Longevity	+	2,638.37
1.6200.009.211 Emp. Soc. Sec. Costs	+	201.84
1.6200.009.221 Emp. Retirement Costs	+	572.00
1.6540.009.184 Longevity	+	1,528.42
1.6540.009.211 Emp. Soc. Sec. Costs	+	116.93
1.6540.009.221 Emp. Retirement Costs	+	331.36
1.6550.009.184 Longevity	+	163.12
1.6550.009.188 Annual Leave Payout	+	994.26
1.6550.009.211 Emp. Soc. Sec. Costs	+	88.55
1.6550.009.221 Emp. Retirement Costs	+	35.37
1.6610.009.184 Longevity	+	3,797.28
1.6610.009.211 Emp. Soc. Sec. Costs	+	290.50
1.6610.009.221 Emp. Retirement Costs	+	823.25
1.6940.009.184 Longevity	+	1,170.92
1.6940.009.211 Emp. Soc. Sec. Costs	+	89.57
1.6940.009.221 Emp. Retirement Costs	+	253.86

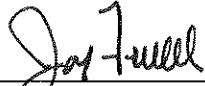
BUDGET AMENDMENT  
State Public School Fund  
November 18, 2021, Page 2

Total – Non-Contributory Employee Benefits                      \$    + 43,242.33

3100.000 Revenue – State Public School Fund                      \$    - 43,242.33

Passed by majority vote of the Board of  
Education of Camden County on the 18<sup>th</sup>  
day of November, 2021.

  
\_\_\_\_\_  
Chairman, Board of Education

  
\_\_\_\_\_  
Secretary, Board of Education

## Budget Amendment

## Camden County Schools Administrative Unit

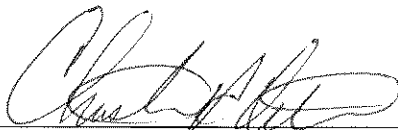
## Local Current Expense Fund

The Camden County Board of Education at a meeting on the 18<sup>th</sup> day of November, 2021 passed the following resolution.


Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2022.

Code Number	Description of Code	Amount	
5100	Regular Instructional Programs Policy, Leadership & Public	Increase	Decrease
6900		10,743.68	10,743.68
Explanation:			
Total Appropriation in Current Budget		\$	2,699,658.18
Amount of Increase/Decrease of			
Above Amendment		+	0.00
Total Appropriation in Current Amended Budget ....		\$	2,699,658.18

Passed by majority vote of the Board of Education of Camden County on the 18<sup>th</sup> day of November 2021.



Chairman, Board of Education



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 \_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_.

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

BUDGET AMENDMENT  
November 18, 2021

2. Local Current Expense Fund

- A. We have reviewed the allotment and must transfer money in to cover expenses. We request your approval of the following amendment.

Classroom Support

2.5110.841.195 Planning Period Stipend	\$ + 7,500.00
2.5110.841.211 Emp. Soc. Sec. Costs	+ 573.76
2.5110.841.221 Emp. Retirement Costs	+ 1,626.00
2.5110.841.231 Emp. Hosp. Ins. Costs	+ <u>1,043.92</u>

Total – Classroom Support \$ + 10,743.68

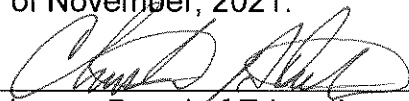
- B. We have reviewed the allotment and must transfer money out to cover expenses. We request your approval of the following amendment.

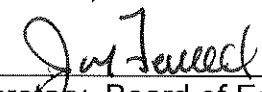
Office of the Superintendent

2.6940.865.373 Bldg & Grounds Insurance	\$ - <u>10,743.68</u>
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Total – Office of the Superintendent \$ - 10,743.68

Passed by majority vote of the Board of Education of Camden County on the 18<sup>th</sup> day of November, 2021.

  
\_\_\_\_\_  
Chairman, Board of Education

  
\_\_\_\_\_  
Secretary, Board of Education

## Budget Amendment

## Camden County Schools Administrative Unit

## Capital Outlay Fund

The Camden County Board of Education at a meeting on the 18<sup>th</sup> day of November, 2021, passed the following resolution.

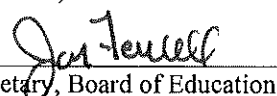
Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2022.

Code Number	Description of Code	Amount	
		Increase	Decrease
9150	Category I Projects	1,442.00	
9210	Category II Projects		1,442.00
6550	Category III Projects	24,580.00	
Explanation:			
Total Appropriation in Current Budget		\$	405,878.00
Amount of Increase / (Decrease) of			
Above Amendment			+ 24,580.00
Total Appropriation in Current Amended Budget ....		\$	430,458.00

Passed by majority vote of the Board of Education of Camden County Schools on the 18<sup>th</sup> day of November 2021.



Chairman, Board of Education



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 \_\_\_\_ day of \_\_\_\_\_ 2 \_\_\_\_.

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

Attachment: School Budget Amendments (3180 : School Budget Amendments)

BUDGET AMENDMENT  
November 18, 2021

4. Capital Outlay Fund

- A. We must increase our budget for the funds to cover architect fees. We request your approval of the following amendment.

<u>Category I Project</u>	
9150.079.526 Architect Fees - CO	\$ + <u>1,442.00</u>
Total – Category I Projects	\$ + 1,442.00


- B. We must decrease our budget to transfer to Category I Projects. We request your approval of the following amendment.

<u>Category II Project</u>	
9210.077.461 Furniture	\$ - <u>1,442.00</u>
Total – Category I Projects	\$ - 1,442.00

- C. We must increase our budget for the funds received for the purchase of a yellow bus from an allotment from NCDPI. We request your approval of the following amendment.

<u>Category III Projects</u>	
6550.120.551 Purchase of School Bus	\$ + <u>24,580.00</u>
Total – Category III Projects	\$ + 24,580.00 =====
4.3400.120 Revenue – State Allocation Funds	\$ - 24,580.00
Total – Revenue	\$ - 24,580.00 =====

Passed by majority vote of the Board of  
Education of Camden County on the 18<sup>th</sup>  
day of November, 2021

  
\_\_\_\_\_  
Chairman, Board of Education

  
\_\_\_\_\_  
Secretary, Board of Education



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

<b>Item Number:</b>	7.C
<b>Meeting Date:</b>	January 03, 2022
<b>Submitted By:</b>	Lisa Anderson, Tax Administrator Taxes Prepared by: Karen Davis
<b>Item Title</b>	<b>Tax Collection Report</b>
<b>Attachments:</b>	Tax Collection Report (PDF)

# Tax Collection Report

## NOVEMBER 2021

Day	Amount	Amount	Name of Account	Deposits	Internet
	\$	\$	\$	\$	\$
1	31,208.54		Refund - \$2,261.24	31,208.54	
2	17,134.91			17,134.91	
3	44,748.74			44,748.74	
4	19,927.71			19,927.71	
5	21,020.35		Refund - \$0.18	21,020.35	
8	63,703.68		Refund - \$432.40	63,703.68	
9	13,390.01			13,390.01	
	392,244.35		Refund - \$4,872.83	392,244.35	
10	10,443.20			10,443.20	
12	46,845.78		Refund - \$105.15	46,845.78	
15	9,037.51		PSN		9,037.51
	655,909.35		Refund - \$198.73	655,909.35	
	66,116.02			66,116.02	
16	40,721.83			40,721.83	
	914,587.11		Refund - \$3,743.28	914,587.11	
17	7,534.82		Refund - \$0.52	7,534.82	
	1,002,877.32		Refund - \$12,601.15	1,002,877.32	
18	23,268.63			23,268.63	
19	38,986.79			38,986.79	
22	6,465.44		PSN - Refund - \$0.38		6,465.44
	16.70		PSN		16.70
	36,098.70		Refund - \$331.15	36,098.70	
23	24,009.15			24,009.15	
24	30,007.18			30,007.18	
29	41,545.70		Refund - \$65.44	41,545.70	
30	28,730.06			28,730.06	
	3,144.99				3,144.99
	17,524.79		Refund - \$0.38	17,524.79	
	\$3,607,249.36			\$3,588,584.72	18,664.64
Total Deposits and PSN	\$3,607,249.36			\$3,607,249.36	
		PSN Check fees \$ 23.10 ~ for info only, fees were paid to PSN			
	\$ (24,612.83)	Refund			
	\$ -	Over			
	\$ -	Shortage			
	\$ -	Adjustment			
NET TOTAL	\$3,582,636.53				

Submitted by: Risa S. Anderson Date: 12-7-21  
Approved by: \_\_\_\_\_ Date: \_\_\_\_\_





**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

**Item Number:** 7.D

**Meeting Date:** January 03, 2022

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

**Item Title** **DMV Monthly Report**

**Attachments:** DMV Monthly Report renewals February 22 (PDF)

**Summary:** DMV Monthly Report February, 22 Renewals Due 3/15/22

**Recommendation:** Review and Approve

## STATE OF NORTH CAROLINA

## COUNTY OF CAMDEN

**TO:** The Tax Administrator of Camden County February, 22 Renewals Due 2/15/22

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.

<b>SOUTH MILLS</b>	<b>COURTHOUSE</b>	<b>SHILOH</b>	<b>TOTAL</b>
30,132.47	28,975.65	17,768.26	76,876.38

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.

*Rosa S. Anderson*  
Tax Administrator of Camden County

Attachment: DMV Monthly Report renewals February 22 (3177 : DMV Monthly Report)



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

**Item Number:** 7.E

**Meeting Date:** January 03, 2022

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

**Item Title** Vehicle Refunds Over \$100.00

**Attachments:** VEHICLE REFUNDS OVER \$100.00 NOVEMBER 21  
(PDF)

**Summary:** Vehicle Refunds Over \$100.00 November, 21

**Recommendation:** Review and Approve

## NCVTS Pending Refund report

NOV. 21 REFUNDS OVER \$100.00

Payee Name	Primary Owner	Secondary Owner	Address 1	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
BEACH, KALEE JUN DAN	BEACH, KALEE JUN DAN	BEACH, GORDON EDWARD	105 N POINTE RD	SOUTH MILLS, NC 27976	Proration	0063672456	JHV5299	AUTHORIZED	155711350	Refund Generated due to proration on Bill #0063672456-2021-2021-0000-00	Tag Surrender	11/15/2021	11/29/2021 2:14:57 PM	1843	Tax	(\$191.39)	\$0.00	(\$191.39)
														1	Tax	(\$2.20)	\$0.00	(\$2.20)
																	Refund	\$193.59
JORDAN, BRANDON PAUL	JORDAN, BRANDON PAUL		139 MILL RUN LOOP	SOUTH MILLS, NC 27976	Proration	0060448184	KD2437	PENDING	156279004	Refund Generated due to proration on Bill #0060448184-2020-2020-0000-00	Tag Surrender	11/29/2021		1843	Tax	(\$256.13)	\$0.00	(\$256.13)
														1	Tax	(\$3.46)	\$0.00	(\$3.46)
																	Refund	\$259.59
MCPHERSON, STEVEN DELBERT	MCPHERSON, STEVEN DELBERT		301 STINGY LN	SOUTH MILLS, NC 27976	Proration	0060227312	HDC4679	AUTHORIZED	155711320	Refund Generated due to proration on Bill #0060227312-2020-2020-0000-00	Tag Surrender	11/15/2021	11/29/2021 2:14:57 PM	1843	Tax	(\$100.72)	\$0.00	(\$100.72)
														1	Tax	(\$1.36)	\$0.00	(\$1.36)
																	Refund	\$102.08

Submitted by Lisa S. Anderson  
 Lisa S. Anderson, Tax Administrator Camden County

Date 12-3-21

Approved by \_\_\_\_\_  
 G. Tom White, Chairman Camden County Board of Commissioners

Date \_\_\_\_\_

Attachment: VEHICLE REFUNDS OVER \$100.00 NOVEMBER 21 (3176 : Vehicle Refunds Over \$100.00)



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

**Item Number:** 7.F

**Meeting Date:** January 03, 2022

**Submitted By:** Lisa Anderson, Tax Administrator  
Taxes  
Prepared by: Karen Davis

**Item Title** **Pickups, Releases & Refunds**

**Attachments:** Pickups, Releases & Refunds (PDF)





## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 7.G

**Meeting Date:** January 03, 2022

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

**Item Title** **Community Services Block Grant**

**Attachments:** CSBG FY 2022-23 Application for Funding - PART I  
(PDF)  
CSBG FY 2022-23 CSBG Application for Funding -  
PART II (PDF)

**Summary:**

The North Carolina Administrative Code requires that each CSBG grant recipient submit its Community Anti-Poverty Plan (grant application) to each County Commissioner that it serves.

**Recommendation:**

Review the plan and provide any comments regarding the plan to the Clerk for submittal to the Office of Economic Opportunity.

# North Carolina Department of Health and Human Services

## Division of Social Services



### Community Services Block Grant Program

Fiscal Year 2022-23 Application for Funding

Project Period July 1, 2022– June 30, 2023

Application Due Date: January 14, 2022

Agency Information			
Agency:	Economic Improvement Council, Inc.		
Agency:	Economic Improvement Council, Inc.		
Federal I.D.	560857026		
DUNS Number:	081423030		
Administrative Office Address:	712 Virginia Road, Edenton, NC 27932		
Mailing Address (include the 4-digit zip code extension):	Post Office Box 549 Edenton, NC 27932		
Telephone Number:	(252) 482-4458		
Fax Number:	(252) 482-8227		
Proposed Funding:	CSBG: \$ 362,808	Additional Resources: \$ 22,790,171.02	Agency Total Budget: \$ 23,152,979.02
Application Period:	Beginning: July 1, 2022	Ending: June 30, 2023	
Board Chairperson:	Mr. Robert E. Williams		
Board Chairperson's Address: (where communications should be sent)	119 US Highway 158 Business West Gatesville, NC 27938		
Board Chairperson's Term of Office (enter beginning and end dates):	08/2019 - 08/2024		
Executive Director:	Dr. Landon B. Mason, Sr.		
Executive Director Email Address:	Dr.Landon.Mason@eicca.org		
Agency Fiscal Officer:	Ms. Jose Taylor		
Fiscal Officer Email Address:	jose.taylor@eicca.org		
CSBG Program Director:	Mrs. Reta Blair		
CSBG Program Director Email Address:	reta.blair@eicca.org		
Counties Served with CSBG funds:	Camden, Chowan, Currituck, Dare, Gates, Hyde, Perquimans, Pasquotank, Tyrrell, Washington		
Agency Operational Fiscal Year:	July - June		

North Carolina Department of Health and Human Services  
Office of Economic Opportunity –  
2420 Mail Service Center / Raleigh, North Carolina 27699-2420



**Proposed Funding**

**CSBG:** \$362,808

**Additional Resources:** \$22,790,171.02

**Agency Total Budget:** \$23,152,979.02

### Checklist to Submit a Complete Community Services Block Grant (CSBG) Application

Please put a check mark in the appropriate box to show that you have included the completed document with your application. All documents are required with the exception of those that say "if applicable."

Item	Included (✓)
Signed Application Certification (blue ink only)	
Signed Board Membership Roster (blue ink only)	
Board of Directors Officers and Committees	
Board of Directors Community Needs Assurance	
Planning Process Narrative	
Form 210 – Agency Strategy for Eliminating Poverty	
Form 212 – One-Year Work Program	
Monitoring, Assessment and Evaluation Plan	
Form 212A – CSBG Administrative Support Worksheet (if applicable)	
Form 225 – Agency Budget Information	
Form 225N-Budget Narrative	
<u>Appendices (to be attached by the Applicant):</u>	
▪ Organizational Chart (do not include names)	
▪ Job Description and Resume for the Agency's Executive Director	
▪ Job Description and Resume for the Agency's Chief Financial Officer	
▪ Job Descriptions for all CSBG employees (do not include names)	
▪ Affirmative Action Plan	
▪ Documentation of Public Hearings for Initial Planning Process:	
Copy of Public Notice(s) from Newspaper(s)	
Agenda of Public Meeting(s)	
Copy of Attendance Sheet(s)	
Minutes of Public Meeting(s)	
▪ Documentation for Notice of Intent to Apply:	
Copy of advertisement(s)	
▪ Documentation of Submission to County Commissioners:	
Notarized document from county clerk	
Commissioners' comments or minutes (if applicable)	
▪ Cognizant-Approved Indirect Cost Agreement	
▪ Copy of the Proposal Application submitted to the cognizant agency for approval of the Indirect Cost Rate	
▪ Cost Allocation Plan (if applicable)	
▪ Vehicle Registrations ( <i>must be up-to-date and after July 1, 2021</i> )	
▪ State Certification-No Overdue Tax Debts	
▪ State Certification-Contractor Certification required by N.C. Law	
▪ Federal Certifications	
▪ Cost Allocation Plan Certification	
▪ Federal Funding Accountability and Transparency Act (FFATA)	
▪ Central Contractor Registration (CCR) ( <i>must be up-to-date and after July 1, 2021</i> )	

**Checklist to Submit a Complete Community Services Block Grant (CSBG) Application  
(continued)**

Item	Included (√)
▪ IRS Tax Exemption Verification- verifies the agency's 501 (c) (3) status <i>(must be dated after July 1, 2016)</i>	
▪ Conflict of Interest Policy <i>(must have been approved within the past 5 years and must be notarized)</i>	
▪ Contractual Agreements/leases <i>(must be current within contract period)</i>	

**Community Services Block Grant Program  
Fiscal Year 2022-23 Application for Funding  
Certification and Assurances**

**Public Hearing on the Initial Plan**

We herein certify that a public hearing as required by 10A NCAC 97B .0402 Citizen Participation in the Application Process occurred on November 16-18, 2021 for the initial planning process for the agency's current project plan and the agency has maintained documentation to confirm the process of the public hearing.

For multi-county providers, indicate the date and the county the hearing was held.

Date	County	Date	County
November 16, 2021	Camden	November 17, 2021	Chowan
November 16, 2021	Currituck	November 17, 2021	Gates
November 16, 2021	Dare	November 18, 2021	Washington
November 17, 2021	Pasquotank	November 18, 2021	Tyrrell
November 17, 2021	Perquimans	November 18, 2021	Hyde

**County Commissioners' Review**

We herein certify that the application for this project period was submitted to the Board of County Commissioners for review and comment on December 14, 2021 as required by 10A NCAC 97C .0111 and 10A NCAC 97C .0307(9).

For multi-county providers, indicate the county and date the application for funding was presented to the Board of County Commissioners as required by 10A NCAC 97C .0111(B).

Date	County	Date	County
December 14, 2021	Camden	December 14, 2021	Hyde
December 14, 2021	Chowan	December 14, 2021	Pasquotank
December 14, 2021	Currituck	December 14, 2021	Perquimans
December 14, 2021	Dare	December 14, 2021	Tyrrell
December 14, 2021	Gates	December 14, 2021	Washington

**Board of Directors Approval of the Application**

I hereby certify that the information contained in the attached application is true and the Board of Directors has reviewed and approved this application for the Community Services Block Grant Program.

Date of Board Approval: \_\_\_\_\_

Board Chairperson: \_\_\_\_\_  
(Signature) (Date)

Finance Committee Chairperson: \_\_\_\_\_  
(Signature) (Date)

## Board of Directors' Membership Roster

Total Seats Per Agency Bylaws	15			Total Current Vacant Seats	0	
Total Number of Seats Reserved for Each Sector	Poor	6	Public	5	Private	4
Total Number of Vacant Seats Per Each Sector	Poor	0	Public	0	Private	0

Name	County of Residence	Community Group/ Area Represented	Date Initially Seated [month/year]	Number of Terms Served [completed]	Current Term Expiration [month/year]
<b>Representatives of the Poor</b>					
1. Sheifa Gregory	Currituck	Currituck County Community	06-2012	1	5-2022
2. Jakeema Spencer	Hyde	Hyde County Community	5-2019	0	2-2024
3. Jessica Davenport	Dare	Dare County Community	7-2012	1	6-2022
4. Mayor Fred Yates	Perquimans	Perquimans County Community	9-2015	1	11-2025
5. Wanda W. Harvey	Beaufort	Beaufort County Community	8-2017	0	1-2022
6. Precious Diaz	Pitt	Pitt County Community	11-2017	0	10-2024
<b>Public Elected Officials</b>					
1. Dr. William Sawyer	Camden	County Commissioner	7-2015	1	7-2022
2. Glorious Elliott	Chowan	County Commissioner	5-2019	0	7-2024
3. Robert Williams	Gates	County Commissioner	9-2014	2	8-2024
4. Nina Griswell	Tyrrell	County Commissioner	11-2015	0	11-2025
5. Mayor Jerry McCrary	Martin	County Commissioner	9-2018	0	9-2022
6.					
<b>Representatives of Private Organizations</b>					
1. Richard Bunch	Chowan	Chowan County Community	5-2021	0	4-2026
2. Melvin Norman	Washington	Washington County Community	7-2014	1	7-2023
3. Pearl Sutton	Pasquotank	Pasquotank County Community	7-2019	0	7-2024
4. Attorney Thomas Wood	Chowan	Chowan County Community	11-2015	1	11-2025
5.					
6.					

The signature of the Board of Directors Chairperson certifies that the persons representing the poor were selected by a democratic process and that there is documentation on file that confirms the selection of all board members. In addition, by signing below, the Board of Directors Chairperson confirms that the selection of all board members coincides with the directives outlined in the agency's bylaws and that a current Board of Directors Member Profile is on file for each member.

\_\_\_\_\_  
Board of Directors Chairperson

## Board of Directors' Membership Contact Listing

Board Member	Physical Address	Email Address
Precious Diaz	2884 Little Gem Circle Winterville, NC 28590	diamonddiaz63@gmail.com
Melvin Norman	743 Marriner Road Roper, NC 27970	normanm23@mchsi.com
Sheila Gregory	108 South Gregory Road Shawboro, NC 27973	sheila.gregory@ncsu.edu
William Sawyer	533 North Trotman Road Camden, NC 27921	pastorchug5@gmail.com
Robert Williams	119 US Highway Business W Gatesville, NC 27938	robertewilliams46@hotmail.com
Jessica Davenport	PO Box 669 Manteo, NC 27954	davenportj@dcdss.org
Fred Yates	147 Winfall Boulevard Winfall, NC 27985	fred@inteliport.com
Nina Griswell	175 Travis School Road Columbia, NC 27925	ngriswell@tyrrellcounty.net
Thomas Wood	105 West King Street Edenton, NC 27932	thomas@godwinandgodwin.net
Jerry McCrary	PO Box 98 Parmele, NC 27861	mayorjerrym@gmail.com
Wanda Harvey	809 Boston Avenue Washington, NC 27889	cnellrae@gmail.com
Glorious Elliott	342 Sandy Ridge Road Edenton, NC 27932	joy@hughes.net
Pearl Sutton	1222 Soundneck Road Elizabeth City, NC 27909	pearljos71@gmail.com
Jakeema Spencer	PO Box 25 Englehard, NC 27824	sjakeema@yahoo.com
Richard Bunch	954 Sandy Ridge Road Edenton, NC 27932	wrbunch54@gmail.com

### Board of Directors' Officers and Committees

Note: All committees of the board should fairly reflect the composition of the board (10A NCAC 97C .0109). Be sure to identify the chairperson and other committee positions.

Name	Office	Sector Represented	County Represented*
<b>Officers of the Board</b>			
Robert Williams	Chairperson	Public	Gates
William Sawyer	Vice Chairperson	Public	Camden
Nina Griswell	Secretary / Treasurer	Public	Tyrrell
<b>Committee Name: Executive Committee</b>			
Robert Williams	Chairperson	Public	Gates
Melvin Norman		Private	Washington
Nina Griswell		Public	Tyrrell
Williams Sawyer		Public	Camden
<b>Committee Name: Personnel Committee</b>			
Fred Yates	Chairperson	Poor	Perquimans
Richard Bunch		Private	Chowan
Jerry McCrary		Public	Martin
Thomas Wood		Private	Chowan
<b>Committee Name: Planning / Evaluation Committee</b>			
Jessica Davenport	Chairperson	Poor	Dare
Precious Diaz		Poor	Pitt
Pearl Sutton		Private	Pasquotank
<b>Committee Name: Audit Committee</b>			
Wanda Harvey	Chairperson	Poor	Beaufort
Jakeema Spencer		Poor	Hyde
Sheila Gregory		Poor	Currituck
<b>Committee Name: Finance Committee</b>			
Nina Griswell	Chairperson	Public	Tyrrell
Glorious Elliott		Public	Chowan
William Sawyer		Public	Camden
<b>Committee Name:</b>			
	Chairperson		

\*To be completed by agencies serving multiple counties.

## Community Service Block Grant

### Board of Directors Contractual Certifications

I, \_\_\_\_\_ (board chairperson name and name of applicant) certify the information in the following categories by initialing each certification and signing below:

- ☒ **A. Conflict of Interest:** I certify that a Conflict of Interest Policy is in place and that a copy of the policy can be found in the Employee Policy Manual and in the Board Member Handbook. I also certify that all members of the Board of Directors and all staff annually sign "Conflict of Interest" forms and that copies of Board member signatures are kept in the Board Minutes Book while copies of employee signatures are retained in the personnel files.
- ☒ **B. Board of Director Orientation/Training:** I certify that a Board Member Orientation Policy is in place and that it is utilized as new Board members are assigned to the Board. I also certify that all Board members attend an annual Board Training each year and record of such is reflected in the Board minutes. The most recent Board Training occurred on January 22 – 23, 2020.
- ☒ **C. Agency-wide Audit:** I certify that PETWAY MILLS & PEARSON, PA performs an audit annually. The audit is completed each year and submitted for review by the Board. The most recent audit for program year July 1, 2019 – June 30, 2020 was submitted and accepted by the Board at the March 25, 2021 meeting and is on record in said minutes.

Certification (Original Signature)

\_\_\_\_\_  
Signature of Chairperson/President

\_\_\_\_\_  
Date



## Community Service Block Grant

### Certification of Community Assessment

The Economic Improvement Council, Inc. (applicant) has conducted a Community Assessment of its service area within the past three (3) years utilizing the following method(s):

(Check one or more of the following methods)

- ☒ Surveys of the community(s) - door to door, telephone, etc.
- ☒ Review of Records - agency intake forms, program participant records, etc. (may be used with at least one other type of needs assessment; will not meet compliance on its own)
- ☒ Review of demographical information - U.S. Census, welfare statistics, unemployment statistics, etc.
- ☒ Discussions/information/testimony provided by individuals and community members - social service professionals, agency staff, program participants, etc.
- ☒ Public meetings to solicit input on community needs
- ☐ Other (Describe) \_\_\_\_\_

The most recent Community Assessment was completed on: October 4, 2021  
(date)

The Community Assessment was completed by: Economic Improvement Council, Inc.  
(agency or contractor)

It is expressly understood that this Community Assessment should include community and consumer input. It is to be used as a basis for prioritizing the needs of the low-income population in the service area and for planning the applicant's projects to meet those needs.

It is further understood that documentation validating that a Community Assessment was completed and is to be retained by the applicant and is subject to review by the Office of Economic Opportunity.

Please provide a 4-5 sentence summary of your most recent Community Needs Assessment:

The Economic Improvement Council, Inc. implemented the grass-roots approach toward engaging the community-at-large in our ten (10) county service area to assess the needs therein. As a participant in the survey, individuals willingly shared their earnest opinions about the needs of their respective communities while accentuating its strengths. This, in turn, reaffirmed that the community resources and partnerships are vital toward helping families thrive.

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(continue to next page)

The following is a list of needs as prioritized, with community input, through the needs assessment process.

1. Primary Education	4. Safety
2. Secondary Education	5. Transportation
3. Adequate Nutrition	6. Housing

Certification (Original Signature)

\_\_\_\_\_  
Signature of Chairperson/President

\_\_\_\_\_  
Date

**Community Services Block Grant Program  
Fiscal Year 2022-23 Application for Funding  
Planning Process Narrative**

1. Explain in detail how each of the following was involved in the planning and development of this strategic plan.
  - a. **Low-Income Community:** The low-income community participated in communities and their local County Commissioners meetings to determine the priorities, needs, and resources that were available to assist them. The result of the meeting indicated that the Self-Sufficiency Project would be the number one priority for the Community Services Block Grant Program.
  - b. **Agency Staff:** The Community Services Block Grant staff served as resource providers and facilitators during the planning progress. The staff did not influence the low-income families of their decisions. They offered recommendations and provided technical assistance as requested by the target communities and residents.
  - c. **Agency's Board Members:** The Economic Improvement Council Board approved the Anti-Poverty planning process as presented by the Community Services Block Grant Director.
2. Describe how and what information was gathered from the following key sectors of the community in assessing needs and resources during the community assessment process and other times. These should ideally be from each county within your agency's service area:
  - a. Community-based organizations
  - b. Faith-Based Organizations
  - c. Private Sector
  - d. Public Sector
  - e. Educational Sector

Our Community Needs Assessment was done through our Community Collaboration Partners, Agency Customers, and our Faith-Based Partners. Survey conversations were held with our Educational Partners and Leaders. The needs assessment provided an increased understanding of the needs in the community and why they existed. Community members had the opportunity to share how the need impacted their quality of life. The needs assessment further allows for strategic: Planning, Priority, Setting, Program Outcomes and Improvements. The six most important needs in our communities based on our assessments are:

1. Employment
  2. Housing
  3. Affordable Child Care
  4. Finances
  5. Secondary Education
  6. Safety
3. Describe your agency's method and criteria for identifying poverty causes including how the agency collected and analyzed qualitative and quantitative data in identifying those causes.

- a. The agency's method of identifying poverty causes was through the Census Statistics, County Assessments, and the Poor Sectors Representation of the Economic Improvement Council (EIC) Board. The Department of Health and Human Services (NCDHHS) Poverty Guidelines are also used to determine the enrollment of families into the Family Self-Sufficiency Program.

Identifying poverty varies among different groups and family conditions. The following is a list of poverty cause in our Northeastern area:

- Lack of Education
- Lack of Industrial Development
- High incidence of single-family households
- Lack of job training and adequate skill development
- Lack of adequate public and private transportation
- High incidence of job lay off
- Health and Mental Health conditions
- Lack of cost-of-living increases

- b. The methods and criteria used to determine priorities and strategies is through an application process which will include income, employment skills, education, health, and resource availability.

4. Describe activities that your agency has undertaken to advocate for and empower low-income individuals and families to achieve economic independence and security.

EIC advocates and empowers low-income individuals to achieve a greater sense of authority over their lives through the Limited Opportunities to Family Self-Sufficiency Program. Family enrollment coupled with positive guidance will give individuals and families the opportunity to make lifelong decisions in determining their own lives and future. To achieve independence and security, families will identify their own strengths and weakness. Case Managers will provide supportive services when needed and recommend ways to handle future challenges.

5. Describe how your agency plans to make more effective use of, coordinate and form partnerships with other organizations and programs including: State welfare reform efforts; public and private resources; religious organizations, charitable groups, and community organizations.

The Economic Improvement Council, Inc. will maintain a relationship with organizations serving low-income families and individuals. The agency's Board of Directors solicits representation from the community organizations including religious and charitable groups to comprise the private sectors of the Board. The CSBG Case Managers will work with local churches, schools, teacher, health care providers, public housing organizations, community-based organizations, and job training agencies for welfare recipients to help move toward self-sufficiency.

- State Welfare Reform: Maintain established rapport with Social Services
- Public and Private Resources: Attend meetings, support and attend events, provide, and accept referrals and follow-ups.
- Religious Organizations: Extend notifications to churches and organizations on EIC Agency activities.
- Charitable Groups: EIC partners with Good360 a 501(c)3 non-profit charitable organization where access to product donations of quality goods from major brands are accessible to our agency to assist in meeting the day-to-day needs of families in addition

to helping during disaster-impacted communities. Further, our services are donated as needed.

- Community Organizations: Attend meetings, maintain rapport, establish new partnerships as new organizations arrive in our region, and maintain seats on various community boards.

6. Describe how your agency will establish linkages between governmental and other social services programs to assure the effective delivery of such services to low-income individuals, to avoid the duplication of such services and to fill identified gaps in services, through the provision of information, referrals, case management and follow-up consultations.

EIC has a satellite office in each of the ten (10) counties. These offices are primarily "One Stop" Centers that provide information and services on all EIC programs and all other programs in the surrounding area. Services provided through the satellite offices include: eligibility determination, referrals to other agencies to meet customer needs, and follow-up consultations. These satellite offices are shared by other agencies and programs to help fill in service gaps and prevent duplication of services. Additionally, they provide an incentive for other public and private agencies to utilize our offices for their information and referral activities.

7. Provide a description of how your agency will support innovative community and neighborhood-based initiatives related to the purposes of the Community Services Block Grant (fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging effective parenting).

This mission and philosophy of the Economic Improvement Council, Inc. since inception is to assist families to become self-sufficient. The Family Self-Sufficiency Program as proposed is designed to support innovative community and neighborhood initiatives aimed toward removing barriers to self-sufficiency.

The Community Services Block Grant staff will support the innovative community and neighborhood-based initiatives by promoting advertisement and serving as volunteers and encouraging community support. In the wake of the COVID-19 Pandemic, Center for Disease Control (CDC) Guidelines will be adhered to: The 3 W's, Wear, Wait, and Wash to assist in slowing the spread of the virus when in-person support is provided. Virtual platforms such as Zoom, Conference Call, or Microsoft Teams are other methods the agency will use.

8. Describe activities that your agency has undertaken or plans to undertake, on an emergency basis, for the provision of such supplies and services, nutritious foods and related services, as may be necessary to counteract conditions of starvation and malnutrition among low-income individuals.

The agency collaborates with food banks, churches, and other organizations such as the Department of Social Services, local Head Start Programs, Food and Nutrition Programs, and the Cooperative Extension Programs help with the conditions of starvation and malnutrition among low-income individuals. EIC Staff and Board of Members currently occupy seats on other agency boards that provide nutritional assistance to low-income individuals.

**Community Services Block Grant Program  
Fiscal Year 2022-23 Application for Funding  
Planning Process Narrative (continued)**

9. Describe how your agency will coordinate the provision of employment and training activities with entities providing activities through statewide and local workforce investment systems under the Workforce Innovation and Opportunity Act. Provide the dollar amount of your allocation that will go towards employment training.

EIC will coordinate provision of employment and training activities through a job screening process. The agency will collaborate with other state and local employment agencies such as: temporary agencies, regional job fairs, colleges, universities, and other businesses to provide referrals for employment and training activities. Collaboratively, all agencies will promote the development and implementation to a more unified system of measuring accountability and performances. Funding in the amount of \$1,500 annually will be utilized in support of these efforts.

10. Describe how your agency will ensure coordination with the emergency energy crisis intervention program under title XXVI (relating to low-income home energy assistance).

EIC has established partnership and rapport with the county Department of Social Services. Other community partnering agencies such as: Catholic Social Ministries, Salvation Army, United Way, and NC 2-1-1 serve as vital resources to mitigate emergency crisis intervention needs. In the wake of the COVID-19 Pandemic, partnership opportunities were leveraged with the North Carolina Housing Opportunities and Energy Prevention (HOPE) Program. The agency will make referrals to families and individuals that are in need of emergency services to an energy crisis intervention program. Through consistent coordination with the county Social Services and partnering agencies information will be disseminated to other departments.

11. Describe the needs of low-income youth and your agency's efforts to promote increased community coordination and collaboration in meeting the needs of low-income youth.

Involvement with youth is an integral part of the fabric of EIC and the CSBG Programs. EIC plans and coordinates activities regularly with other programs and partnering agencies such as: the National Youth Sports Program, local schools, colleges and universities. The needs of our youth differs and largely reflects the needs of the greater community. Several needs that have been identified are:

- Transient Families
- Family Isolation
- Lack of Recreational Facilities
- School Dropout Rate
- Child Abuse and Neglect
- High Delinquency Rate

EIC partners in collaboration with a multitude of public and private resources to combat the needs for youth.

- Public Schools
- Department of Social Services
- Albemarle Rehabilitation Center
- Albemarle Speech and Hearing
- Trillium Health Resources

- Homeless Coalition
- Private Physicians
- Partnership for Children Centers
- Partnership for Children (Smart Start)
- Good360

To ensure coordination in meeting the above needs, the Council provided expertise and guidance in the development of youth programs of youth programs and setting priorities for youth involvement.

12. Describe your agency's method for informing custodial parents in single-parent families that participate in CSBG programming about the availability of child support services. In addition, describe your method for referring eligible parents to the child support office[s].

During the initial contact assessment custodial parents in single-parent families are made aware of the child support services. If a custodial parent participating in the CSBG Program is not receiving support benefits the Case Manager will inquire whether they are interested in applying and will provide agency contact information to complete an application.

13. Describe activities that your agency has undertaken or plans to undertake, to address the Department's priorities which includes:

- **Combat the Opioid Crisis** by focusing on policies and practices that prevent opioid misuse, addiction and overdose;
  - EIC has representation serving on various boards or committees who address these challenges such as: Child Protection Teams, Housing Committees, and Social Services. Staff attend trainings to become a resource in our communities along with Law Enforcement and Emergency Medical Technician Staff.
- **Develop better outcomes for Early Childhood learners** to ensure that they are healthy, safe and nurtured, learning and ready to succeed;
  - EIC's Head Start and Early Head Start has a Child Nutrition Program, takes pride in Continual Training on Safety, and Certified Staff to insure all aspects of health, safety, and an excellent learning environment.
  - In the midst of a global pandemic, Center for Disease Control Guidelines are adhered to when in-person learning is engages: Temperature checks and protective personal equipment is provided for staff and children. The practice of the "3 W's, Wear, Wait, and Wash" assist in slowing the spread of the virus. Further, each facility is treated with "Lastgerm" and EPA Registered (#82972-1), NSF Approved, Non-Toxic Hospital Grade, Deep Disinfection Service kills 99.999% of viruses, bacteria and pathogens. The EPA has approved "Lastgerms" use against SAR-CoV-2, the Corona Virus that causes the Corona Virus Disease 2019 (COVID-19).
- **Expand NCCARE360**, a statewide database that provides resource information for medical providers and human services professionals in response to social determinants of health like housing stability, food security, transportation access and interpersonal safety; and
  - EIC will continue to collaborate and participate in training sessions with the network team of professionals.



- **Implement Healthy Opportunities** that improve the health, safety and well-being of North Carolinians by addressing conditions in which people live that directly impacts health.
  - In partnership with EIC's Section VIII Housing Choice Voucher Program and Weatherization Program instances of mold and other hazardous conditions may be addressed to assist families to live a better quality of life.
  - In partnership with the local Homeless Coalition, Housing Committee, and Trillium Health Resources circumstances of overcrowded units, eviction, and homelessness are mitigated to assist families, in particular amid a global health related pandemic.



**Community Services Block Grant Program  
Fiscal Year 2022-23 Application for Funding  
OEO Form 210**

**Agency Strategy for Eliminating Poverty**

**Planning Period: 2022 - 2023**

**Section I: Identification of the Problem (use additional sheets if necessary)**

1. Give the Poverty Cause name(s), rank the poverty cause(s) and identify which one(s) the agency will address.
  - The Poverty Cause Name: Limited Opportunities to Family Self-Sufficiency
  - The Economic Improvement Council, Inc. ranks Employment as the #1 Priority and Housing as #2.
2. Describe the poverty cause(s) in detail in the community with appropriate statistical data (include data sources).

**EMPLOYMENT PRIORITY I:**

In Northeastern North Carolina, more than 20% of the population is living in poverty. A major problem of poverty within this area is that two-thirds of all poor people in the area have at least one family member working full-time. Recent surveys in the region support the fact that poverty remains high due to the high incidence of unemployment, low wage rate, and female heads of households. The chart listed below provides a breakdown of labor force statistics of the ten (10) counties in the Northeast Region of North Carolina as reported by the North Carolina Department of Commerce – Labor and Economic Analysis Division, Local Area Unemployment Statistics.

**2021 September Labor Force Estimates**

COUNTY	LABOR FORCE	UNEMPLOYMENT	UNEMPLOYMENT RATE	RANK
Camden	4,601	148	3.2	2
Chowan	5,505	218	4.0	21
Currituck	13,999	425	3.0	8
Dare	21,510	728	3.4	50
Gates	5,159	188	3.6	11
Hyde	1,865	78	4.2	80
Pasquotank	16,640	691	4.2	47
Perquimans	4,923	202	4.1	32
Tyrrell	1,486	68	4.6	79
Washington	4,485	226	5.0	89

The lack of job opportunities continues to be one of the most major causes of the high unemployment rate. Commuting to the Hampton Roads area of Virginia for employment continues to be high priority for area workers. The Northeastern part of the State has also experienced economic exclusion and underinvestment. Mandated employer shutdowns during the global pandemic served as large contributing factor during this funding period.

**HOUSING PRIORITY II:**

As stated in the aforementioned paragraph, the Northeastern Region of North Carolina represents more than 20% of the population is living in poverty. The rate and rank of unemployment on the statistical chart above establishes the bases of affordability of housing in the Economic Improvement Council, Inc.'s service area. Lack of adequate resources in housing and low-income households exceeds the affordable housing units available. In an article posted July 2021 by the North Carolina Housing Coalition 25% (347,275) represent renter households that are extremely low-income. The number of affordable and available rental homes per 100 extremely low-income renters is 45 with 85% of those homes severely cost burdened. One of six households are paying more than half of their income on housing and are considered severely cost burdened based on the unemployment rate. Lack of affordable housing units weighs heavily on the population of job ratio to housing.

**(A) Explain why the problem exists.**

**Lack of Economic Resources:** The northeast region is the poorest region in the State of North Carolina. Over eighty percent of the economy is based upon agriculture or farm related resources. The economy is driven by large mechanized farms that employ very few workers. Workers that are able to be employed are usually under-employed and seasonal workers.

**Limited Economic Development:** The region is slow to develop factories or other employment opportunities so support over 8,700 low-income families with over 25,000 low-income individuals. A large majority of this population are considered the working poor, underemployed or not working in the workforce.

**Limited Job Opportunity:** Considering the two above statements, adequate job opportunities continue to plague the region. The northeast region consists of only ten percent urban population. Much of this population consists of Pasquotank and Dare counties. Approximately forty percent of this population travels out of the region to Hampton Road (VA) for work in the tourist industry.

- (B) Identify the segment of the population and give the number of people experiencing the problem.** According to the April 2020 U.S. Census Quick Facts Dashboard (see chart below) the northeast region is composed of approximately 171,964 citizens within the ten rural counties. Population estimates as of April 2020 an average 13.24% are in poverty. The vast region and sparse population coupled with limited economic development causes the poor and near poor to be impacted by the problem.

COUNTY	POPULATION	% IN POVERTY
Camden	10,355	7.6
Chowan	13,708	18.5
Currituck	28,100	8.8
Dare	36,915	8.9
Gates	10,478	14.7
Hyde	4,589	19.2
Pasquotank	40,568	14.3
Perquimans	13,005	15.0
Tyrrell	3,245	25.4
Washington	11,003	21.3

## (C) Provide demographic information of those adversely effected inclusive of:

- (a) Gender
- (b) Age
- (c) Race/Ethnicity for the agency's service area

In accordance to the July 1, 2019 reporting of those of the U.S. Census Bureau [www.census.gov](http://www.census.gov) Camden (CA), Chowan (CH), Currituck (CU), Dare (DA), Gates (GA), Hyde (HY), Pasquotank (PA), Perquimans (PE), Tyrrell (TY), and Washington (WA) are as indicated below.

CATEGORY	CA	CH	CU	DA	HY
Male	68	1063	1073	1425	422
Female	104	1652	1489	1504	848
Under 5	5%	5%	5.6%	4.4%	3.7%
Under 18	22.6%	19.9%	21.9%	18.7%	17.0%
65+	16.9%	25.3%	16.4%	22.2%	22.6%
White	82.7%	62.6%	90.5%	93.8%	70.1%
Black	11.5%	34.4%	5.8%	2.8%	26.7%
2 or More Races	3%	N/A	N/A	N/A	N/A
Hispanic / Latino	<3%	N/A	N/A	N/A	9..8%
Hispanic	N/A	3.7%	4.4%	3.4%	N/A

CATEGORY	GA	PA	PE	TY	WA
Male	447	2569	990	352	895
Female	615	3412	1065	511	913
Under 5	46%	6.1%	4.5%	4.7%	5.1%
Under 18	20.2%	22.0%	18.6%	18.1%	19.9%
65+	20.9%	17.2%	27.3%	20.2%	25.3%
White	65.3%	58.5%	74.6%	56.7%	47.7%
Black	31.2%	36.6%	22.7%	38.1%	48.9%
2 or More Races	2.4%	N/A	N/A	N/A	N/A
Hispanic / Latino	N/A	N/A	2.7%	N/A	5.6%
Hispanic	2.4%	5.8%	N/A	9.4%	N/A

## (D) Explain how the persons are adversely affected.

Persons residing in poverty conditions reside without a decent wage, which causes them to have to live in conditions such as substandard housing, lack of education, no health insurance, non-traditional child care and other necessities afforded to the non-poor.

**Section II: Resource Analysis (use additional sheets if necessary)**

## (E) Resources Available:

- a. Agency Resources: The Economic Improvement Council, Inc. – Section VIII Housing Choice Voucher Program currently operates in the ten (10) county region with slots at a funding level annually of \$7,214.009.
- b. Community Resources: Four (4) local housing authorities serve the municipalities of Elizabeth City, Hertford, Plymouth, and Edenton. These authorities have subsidized housing available for low-income.

**(F) Resources Needed:**

- c. **Agency Resources:** The Economic Improvement Council, Inc. – More funding for HUD Housing to be able to pull more customers from the waiting list.
- d. **Community Resources:** Affordable Fair Market Rent for those who are just at the threshold of low and medium income.

**Section III: Objective and Strategy**

- (G) **Objective Statement:** To enroll 55 low-income families in the Family Self-Sufficiency Program with four (4) rising above the poverty guidelines by June 30, 2023.

**Strategies for Objective:** To qualify and employ comprehensive case management that would include community services providers such as: NCWorks, Department of Social Services, and Base Entities.

## OEO Form 210 (continued)

**Section IV: Results Oriented Management and Accountability Cycle (use additional sheets if necessary)**

Organizational Standard 4.3 requires that an agency's strategic plan and Community Action Plan document the continuous use of the ROMA cycle and use the services of a ROMA trainer.

- (H) Community Needs Assessment: Please summarize the primary needs of your community as determined through the Community Needs Assessment, and explain which of those are Family, Agency, or Community Needs, and why.

The following is a list of needs as prioritized:

- Family: Employment, Housing, and Secondary Education
- Community: Safety
- Agency: Affordable Childcare

- (I) Achievement of Results and Evaluation: Please discuss your agency's achievement of results from last year. What were the successes and why were those areas successful? What areas did not meet targets or expectations and why were those areas not as successful? What Improvements or changes will be made for this year's work plan to achieve desired results and better meet the needs of the community?

The Economic Improvement Council, Inc. was successful in assisting 40% of its targeted customers to rise above the poverty level. The goal of gaining employment was met at 100%, and better employment was 133% with the success of 100% jobs with medical benefits obtained. The global COVID-19 pandemic continued to pose it challenges supporting customers over the past year. This provided customers multiple resources for assistance in emergency situations. EIC provided support as requested in accordance to program guidelines whenever needed. We were successful in doubling our goal at 200% or greater in families securing standard housing, and furthering their education.

Flexibility in providing comprehensive case management through the pandemic has challenged us to explore greater ways to collaborate and meet the needs of our customers to assist them in meeting and / or exceeding their goals. Developing impactful partnerships during this time has streamlined our ability to better service our customers in any given situation. Strong emphasis will be placed on ensuring supportive services are rendered.

- (J) Please name the ROMA trainer who provided services used in developing this community Action Plan and describe what specific services were provided.

Dr. Landon B. Mason, Sr., NCRT, CCAP, the ROMA trainer provided training and insight on the various areas of services dealing with Family, Community, and Agency. He highlighted the six National ROMA goals. Programmatic lead on Housings, Employment, Child Care, Safety, and Education in a combined effort to bring each service area together.

**Community Services Block Grant Program  
Fiscal Year 2022-23 Application for Funding  
One-Year Work Program  
OEO Form 212**

Section I: Project Identification				
1. Project Name:	Family Opportunity to Self-Sufficiency			
2. Mission Statement:	It is the mission of the Economic Improvement Council, Inc. in partnership with the communities to promote the economic, physical, and social well-being of its customers by providing high quality services to assist low-income people to become self-sufficient.			
4. Objective Statement:	To enroll 55 low-income families in the Family Self-Sufficiency Program with four families rising above the poverty guidelines by June 30, 2023.			
5. Project Period:	July 1, 2022 to June 30, 2023			
6. CSBG Funds Requested for this Project:	July 1, 2022	To	June 30, 2023	
7. Total Number Expected to Be Served:	55			
a. Expected Number of New Clients	15			
b. Expected Number of Carryover Clients	40			

**One-Year Work Program  
OEO Form 212 (continued)**

<b>Section II: One-Year CSBG Program Objective and Activities</b>				
<b>Identified Problem</b>	<b>Service or Activity</b>	<b>Outcome Expected</b>	<b>NPIs (List all NPIs applicable to activity)</b>	<b>Position Title(s)</b>
Underemployed	Screening applicants, determine eligibility, and complete enrollment and family contract agreements	3	1.1,2.3,6.2,6.5	CSBG Case Managers
Unemployed	Screen applicants, assessment needs, determine eligibility, and complete enrollment and family contract agreements	10	1.1,2.3,6.2,6.5	CSBG Case Managers
Standard Housing	Screen applicants, assessment needs, determine eligibility, and complete enrollment and family contract agreements	4	2.1,6.2,6.5	Case Managers



**One-Year Work Program  
OEO Form 212 (continued)**

<b>Section III: Program Administration and Operations</b>					
<b>Administration, Services, Operations Outcome Expected</b>	<b>Position Title(s)</b>	<b>Implementation Schedule</b>			
		<b>First Quarter</b>	<b>Second Quarter</b>	<b>Third Quarter</b>	<b>Fourth Quarter</b>
Greet customers and directing them to the CSBG Director or Case Manager. Answer questions regarding the CSBG Program. Complete clerical duties such as typing and mailing, Correspondence to customers.	Receptionist	07/01/2022 09/30/2022	10/01/2022 12/31/2022	01/01/2023 03/31/2023	04/01/2023 06/30/2023
Conduct intakes, interviews, and assessments for all customers	Case Managers, Case Manager/AR4CA Administrator	07/01/2022 09/30/2022	10/01/2022 12/31/2022	01/01/2023 03/31/2023	04/01/2023 06/30/2023
Forward discharge letters to customers, provide referrals, support, and follow-ups within 30 days of acceptance date.	Case Managers, Case Manager/AR4CA Administrator	15			
Review applications, approve case management procedures and accept families / individuals for program participation.	Case Managers, Case Manager/AR4CA Administrator	07/01/2022 09/30/2022	10/01/2022 12/31/2022	01/01/2023 03/31/2023	04/01/2023 06/30/2023
Develop and monitor each customer action plans to ensure progress goal completion.	Case Managers, Case Manager/AR4CA Administrator	35 (5)	40 (5)	45 (5)	50
Conduct 25 home visits to customers as needed to provide ongoing support in case development and goal achievement.	Case Managers, Case Manager/AR4CA Administrator	7	13 (6)	19 (6)	25 (6)
Facilitate in office meetings with customers as well as provide case management sessions via phone and email as needed	Case Managers, Case Manager/AR4CA Administrator	07/01/2022 09/30/2022	10/01/2022 12/31/2022	01/01/2023 03/31/2023	04/01/2023 06/30/2023
Keep daily and weekly progress data to determine success problems or resources needed for customers. Complete case notes, assessments and other related data entry.	Case Managers, Case Manager/AR4CA Administrator	07/01/2022 09/30/2022	10/01/2022 12/31/2022	01/01/2023 03/31/2023	04/01/2023 06/30/2023
Support 15 customers with employability skills and address needs and 10 in gaining employment.	Case Managers, Case Manager/AR4CA Administrator	5	10 (5)	12 (2)	15 (3)



a. Assess customer experiences and skills in order to tailor job searches.	Case Managers	2	4 (2)	6 (2)	8
b. Assist with over letter creation and resume.	Case Manager	2	4 (2)	6 (2)	8
c. Facilitate mock interviews d. Refer customers to job fairs and available positions.	Case Manager	3	6 (3)	9 (3)	12 (3)
e. Notify customers about job positions in the newspaper and internet f. Provide job-related transportation as needed.	Case Manager	5	5	5	5
g. Direct financial support (i.e. work clothing, transportation, childcare, etc.) to eliminate employment barriers.	Case Manager	5	5	5	5
Provide education support to 3 customers. a. Assist with enrollment in General Education Development (GED), College/University	CSBG Director Case Manager/AR4CA Administrator	2	3 (1)	4 (1)	5 (1)
b. Provide direct financial support to customers for tuition, transportation to eliminate educational barriers.	Case Manager	1	1	1	1
c. Refer to resources to assist with financial aid, school applications, internship, placement, etc.	Case Manager	3	8 (5)	13 (5)	15 (2)
Provide direct financial crisis assistance to 55 customers with rent, utilities, (water and electric), childcare and transportation fuel and repair.	CSBG Director Case Manager/AR4CA Administrator	11 (11)	22 (11)	33 (11)	44 (11)
Collaborate with Section 8 Program to ensure families with safe standard housing.	Case Managers, Case Manager/AR4CA Administrator	07/01/2022 09/30/2022	10/01/2022 12/31/2022	01/01/2023 03/31/2023	04/01/2023 06/30/2023
Engage 5 customers to free Volunteer Income Tax Program (VITA) to save money by receiving free tax preparation by certified staff.	Case Managers, Case Manager/AR4CA Administrator	0	0	5	0
Make necessary referrals to appropriate agencies, organizations and support groups to meet family stabilization.	Case Managers, Case Manager/AR4CA Administrator	07/01/2022 09/30/2022	10/01/2022 12/31/2022	01/01/2023 03/31/2023	04/01/2023 06/30/2023

Promote computer literacy via participation in local NC Works Offices and local Libraries.	Case Managers, Case Manager/AR4CA Administrator	07/01/2022 09/30/2022	10/01/2022 12/31/2022	01/01/2023 03/31/2023	04/01/2023 06/30/2023
Assess customer's progress towards meeting short / long term goals and ultimately rising above the poverty guidelines.	Case Managers, Case Manager/AR4CA Administrator	07/01/2022 09/30/2022	10/01/2022 12/31/2022	01/01/2023 03/31/2023	04/01/2023 06/30/2023
Ensure the correct documentation is obtained during the intake process and properly calculate income.	Case Managers, Case Manager/AR4CA Administrator	07/01/2022 09/30/2022	10/01/2022 12/31/2022	01/01/2023 03/31/2023	04/01/2023 06/30/2023
Maintain hard copies of files on each customer.	CSBG Director Case Manager/AR4CA Administrator	07/01/2022 09/30/2022	10/01/2022 12/31/2022	01/01/2023 03/31/2023	04/01/2023 06/30/2023
Maintain accurate records on each customer in the Accountable Results for Community Action (AR4CA) including case notes, financial data and assessments.	Case Managers, Case Manager/AR4CA Administrator	07/01/2022 09/30/2022	10/01/2022 12/31/2022	01/01/2023 03/31/2023	04/01/2023 06/30/2023
Assess AR4CA performance reports and assess customer records to ensure supporting documents are present to validate outcomes as well as accurate case notes action plan, financial data and assessments.	Case Managers, Case Manager/AR4CA Administrator	07/01/2022 09/30/2022	10/01/2022 12/31/2022	01/01/2023 03/31/2023	04/01/2023 06/30/2023
Complete discharge process on customers when appropriate.	Case Managers, Case Manager/AR4CA Administrator	07/01/2022 09/30/2022	10/01/2022 12/31/2022	01/01/2023 03/31/2023	04/01/2023 06/30/2023
Prepare all reports and proposals required by the funder and submit in a timely matter.	Case Managers, Case Manager/AR4CA Administrator	07/01/2022 09/30/2022	10/01/2022 12/31/2022	01/01/2023 03/31/2023	04/01/2023 06/30/2023
Approve and process requisitions submitted by Case Managers / AR4CA Administrator for customer assistance.	CSBG Director Case Manager/AR4CA Administrator	07/01/2022 09/30/2022	10/01/2022 12/31/2022	01/01/2023 03/31/2023	04/01/2023 06/30/2023
Conduct staff supervision, determining training opportunities, complete performance plans and evaluations	CSBG Director	07/01/2022 09/30/2022	10/01/2022 12/31/2022	01/01/2023 03/31/2023	04/01/2023 06/30/2023
Sweep and mop all floors and perform small plumbing jobs. Vacuum all carpet floors and clean bathrooms. Clean doors, windows and all glass areas and empty trash cans. Replace light bulbs and balance as needed. Install smoke and carbon monoxide detectors where needed. Replace batteries in hallways	Facility Coordinator	07/01/2022 09/30/2022	10/01/2022 12/31/2022	01/01/2023 03/31/2023	04/01/2023 06/30/2023

and conference rooms.					

**Community Services Block Grant Program  
Fiscal Year 2022-23 Application for Funding  
One-Year Work Program  
OEO Form 212 (continued)**

9. Use the tables below to enter your agency's targeted outcome results. The performance measures will be included in the agency's CSBG contract.

All CSBG grantees operating self-sufficiency projects are required to enter program targets in Table 1. Please refer to *Performance Measures and Outcomes Definitions* on page 7 of the Fiscal Year 2022-23 CSBG Application Instructions. If your agency operates more than one project, you will also need to complete Table 2 on the following page and also enter specific program targets. There should be one table of outcome measures per project.

<b>Table 1 Outcome Measures for Project 1 (enter project name)</b>	
<b>Measure</b>	<b>Expected to Achieve the Outcome in Reporting Period (Target)</b>
The number of participant families served.	55
The number of low-income participant families rising above the poverty level.	4
The number of participant families obtaining employment.	10
The number of participant families who are employed and obtain better employment.	3
The number of jobs with medical benefits obtained.	2
The number of participant families completing education/training programs.	2
The number of participant families securing standard housing.	4
The number of participant families provided emergency assistance.	27
The number of participant families provided employment supports.	20
The number of participant families provided educational supports.	10
The average change in the annual income per participant family experiencing a change.	This measure does not require a target but must be reported.
The average wage rate of employed participant families.	This measure does not require a target but must be reported.

**Community Services Block Grant Program  
Fiscal Year 2022-23 Application for Funding  
One-Year Work Program  
OEO Form 212 (continued)**

<b>Table 2 Outcome Measures for Project 2 (enter project name)</b>	
<b>Measure</b>	<b>Expected to Achieve the Outcome in Reporting Period (Target)</b>
The number of participant families served.	

**Community Services Block Grant Program  
Fiscal Year 2022-23 Application for Funding  
One-Year Work Program  
OEO Form 212 (continued)**

CSBG Expenditure by Service Category					
A.2. CSBG Expenditures Domains	Target CSBG Funds	Actual Q1	Actual Q2	Actual Q3	Final
A.2a. Employment					
A.2b. Education and Cognitive Development					
A.2c. Income, Infrastructure, and Asset Building					
A.2d. Housing					
A.2e. Health and Social/Behavioral Development ( <i>includes nutrition</i> )					
A.2f. Civic Engagement and Community Involvement					
A.2g. Services Supporting Multiple Domains	\$45,700				\$45,700
A.2h. Linkages ( <i>e.g. partnerships that support multiple domains</i> )					
A.2i. Agency Capacity Building					
A.2j. Other ( <i>e.g. emergency management/disaster relief</i> )					
<b>A.2k. Total CSBG Expenditures (auto calculated)</b>					

**Community Services Block Grant Program  
Fiscal Year 2022-23 Application for Funding  
One-Year Work Program  
OEO Form 212 (continued)**

10. For Community Action Agencies that serve multiple counties, provide a breakdown of the expected *number of persons served* in each designated county in the table below. Show the total number of persons served in the table.

Number of Families to be Served Per County											
Agency Name: Economic Improvement Council, Inc.											
Project Name: Family Opportunity to Self-Sufficiency											
County	Camden	Chowan	Currituck	Dare	Gates	Hyde	Pasquotank	Perquimans	Tyrrell	Washington	Total
Total Planned	4	5	5	5	5	5	8	6	5	7	55
Project Name:											
County											Total
Total Planned											

**Community Services Block Grant Program  
Fiscal Year 2022-23 Application for Funding  
Monitoring, Assessment and Evaluation Plan**

1. Describe the role and responsibilities of the following in the assessment and evaluation of agency programs.

- a. **Board of Directors:** The Board of Directors participates in the development, planning, implementation, and evaluation of the Community Services Block Grant program which serves the low-income community. The Board delegates the responsibility of the day-to-day operation of the agency to Executive Director who then assigns authority to the CSBG Director to operate and make sure the program is managed effectively. The Board of Directors receives reports periodically to ensure that the goals established are being properly implemented. They also make the necessary adjustments to redirect or modify the program when necessary.
- b. **Low-Income Community:** The low-income community receives reports on a regular basis via local community organizations and the CSBG staff. The low-income community will have the opportunity to make suggestions regarding the implementation of the program. They are also given the opportunity to appear before the Board of Directors and express their concerns regarding the administering of the program and its evaluation.
- c. **Program Participants:** Through a chain of command, program participants may express their concerns regarding the CSBG Program. Participants may request to meet with the Executive Director of the Board of Directors. The agency will conduct surveys to assess the quality of the program as a means of involving participants and obtaining their opinion regarding CSBG standards and the quality of service being offered.
- d. **Others:** Other citizens of community groups may express concerns regarding the implementation of the CSBG Program by contacting the Executive Director. Any citizen not satisfied with the implementation of the program may appeal to the agency's Board of Directors. These individuals can also express their concerns or ask for clarification regarding any and all program implementation standards.

2. Describe the systematic approach for collecting, analyzing and reporting customer satisfaction data to the Board of Directors.

The Case Managers provided customers with a Salinification Survey form that was complete for quality services.

3. Describe how administrative policies and procedures are monitored by the Board of Directors.

The Board of Directors are responsible for approving all modifications and / or final amendments to the administrative policies and procedures. Any recommendations for changes to the policies must be submitted to the Executive Director for approval. If approved, the Executive Director has the responsibility of presenting the changes to the Board for approval. Amendments to the policies will go into effect the following the Board's approval or at a time specified by the Board. The Board consists of five committees: Executive, Personnel, Planning, Evaluation, Finance, and Special that are responsible for carrying out activities such as evaluating and monitoring the agency's policies and procedures, programs and projects offered by the agency, and the fiscal operations of the agency.

4. Describe how the Board acts on monitoring, assessment, and evaluation reports.

The Board of Directors will receive monitoring, assessment, and evaluation reports during each regular meeting. The purpose of these reports will be to advise the Board if the project is meeting the targeted goals, or if the project is encountering problems. The Board will suggest and recommend program adjustments to correct and necessary problems.



5. Describe the Board's procedure for conducting the agency self-evaluation.

The Board conducts self-evaluation utilizing three basic evaluation tools. These tools consist of Formative Evaluation, Quality Assurance, and Outcome Evaluation.

**Formative Evaluation:** This is done on a regular basis during official Board meetings. The operation and development of programs are measured based upon the progress of meeting and / or exceeding targeted goals, short and long term program achievements and expected outcomes. Financial information and participant data are compared to determine the level of achievement for each program. Programs that are not meeting the minimum achievement levels based upon time schedules are cited and recommendations for improvement are made.

**Quality Assurance:** the form of evaluation is used to determine if the process of involvement with low-income families is appropriate, timely and well documented. To accomplish this, the Board relies upon staff documentation, surveys and outside monitoring reports. Low-income families and individuals may also be allowed to appear before the Board to voice their concerns, problems or expectations.

**Outcome Evaluation:** This is achieved by employing the Result Oriented Management and Accountability cycle (ROMA). During this evaluation stage, data will be analyzed and compared to benchmarks that have been set in place. The outcomes will be used to determine the effectiveness of the program, update annual and long-range planning, support agency advocacy, funding, and community partnership activities.

6. Summarize the results of the Board's most recent self-evaluation. Describe how the information has been or will be used to develop the agency's next Strategy for Eliminating Poverty. Indicate the timeframe and planned activities for the next evaluation.

The Board's most recent self-evaluation involved the Board reviewing a CSBG Quarterly Report and 2021 Year End Report. The following outcomes were presented:

- The number of participants served
- The number of low-income families rising above the poverty level
- The average change in annual income per participant
- The number of participants obtaining employment and / or better employment
- The number of participants obtaining jobs with medical benefits
- The number of participants average wage rate
- The number participants completing education / training programs
- The number of participants securing standard housing
- The number of participants provided emergency assistance

In an effort of eliminating poverty, after the Board has completed self-evaluation, the agency will draw from the strengths of those areas that proved to be effective and eliminate areas that proved to be weak and less effective.

The next time frame evaluation will begin July 1, 2022.

**Community Services Block Grant Program  
Fiscal Year 2022-23 Application for Funding  
CSBG Administrative Support Worksheet  
OEO Form 212A**

7.G.a

1. Administrative Support requested for (Name of Grant):		
2. Total amount of Administrative Support requested: \$		
3. Brief description of grant including the name of the funding source:		
4. Total Grant Amount:		\$
5. Give the reason for requesting Administrative Support from CSBG and describe how the funds will be used: (Attach supporting documentation in the Appendices)		
6. How will the agency track the CSBG funds used for Administrative Support?		
7. Basis for determining amount of Administrative Support needed. (Please select either Indirect Costs or Cost Allocation, not both.)		
<b>Indirect Costs</b>		
Indirect Cost Base:		
Indirect Cost Rate %:		%
Indirect cost base amount for this grant:		\$
Percent indirect allowed by funding source for this grant:		%
Dollar amount indirect allowed by funding source for this grant:		\$
<b>Cost Allocation</b>		
Percent of administrative costs allowed by funding source for this grant %:		%
Dollar amount of administrative costs allowed by funding source for this grant:		\$
8. Actual numerical calculation used to determine Administrative Support needed:		
9. Administrative Support to be applied: (choose one)	Monthly	
	Quarterly	
	Annually	

Attachment: CSBG FY 2022-23 Application for Funding - PART I (3183 : Community Services Block Grant)

**CONTRACT BUDGET NARRATIVE  
STATE OF NORTH CAROLINA DIVISION OF SOCIAL SERVICES  
OFFICE OF ECONOMIC OPPORTUNITY**

**Name of Agency: Economic Improvement Council, Inc.**

**Section A – Salaries and Wages**

CSBG Director: 100%, 1 Case Manager / AR4CA Administrator – 100%, 2 Case Managers – 100%, 1 Case Manager – 80%

**Section B – Fringe Benefits**

Director and Case Managers receive fringe benefits – Disability and Life Insurance; Vision, Health Insurance, Retirement – 7% of salary.

**Section C - Supplies and Materials**

Paper, ink pens, pencils, ink cartridges, folders, portable printer, business cards \$2000; Postage (\$300)

**Section D - Equipment**

None

**Section E – Travel**

Contractors Staff - \$14,490

Program Director: 600 miles per month @ 0.575 – 10 counties

Case Manager: 500 miles per month @ 0.575 – Chowan, Pasquotank

Case Manager: 500 miles per month @ 0.575 – Camden, Currituck, Gates, Perquimans

Case Manager: 500 miles per month @ 0.575 – Dare, Hyde, Tyrrell, Washington

**Section F - Utilities**

Electric \$1500 Based on current year expenditures, Internet \$1000, Cell Phones \$3500, OTHER \$1100 (trash pick-up, sanitation, office space allocation cost).

**Section G – Repairs and Maintenance**

Based on current year expenditures \$1200

**Section H – Staff Development (Contractor Staff Only)**

NCWorks Annual Conference, NCCAA Conference and Training, ROMA Training, Staff Enrichment Conference \$4000

**Section I – Media / Communications**

Advertising \$800

**Section J – Rent**

Copier Lease \$179.44 x 12 months = \$2154

**Section K – Dues and Subscriptions**

AR4CA Annual Subscription - \$4000

**Section L: Other**

Liability Insurance: \$1700      Client Services: \$45,700

Client Transportation: \$5,500

Client Utilities: \$15,000

Client Child Care: \$4,200

Client Rent: \$17,500

Client Education: \$1,500

Client Support Other: \$2,000

Education support for 3 clients @ \$500. Transportation support for 25 clients @ \$100 per year in order to allow customers to commute greater distances from very rural areas to gain employment. Transportation support for 3 clients @ \$1000 in vehicle repairs to eliminate employment or education barriers and keep client safe. Child Care support for 6 clients @ \$700 to eliminate employment and educational barriers. Utilities support for 25 clients @ \$600 per year with a goal of being able to assist more customers. Rent support for 25 clients @ \$700 with a goal of being able to assist more customers. Client Support Other: \$2000 to assist clients with groceries, household items (laundry detergent, soap, dish liquid, hygiene products), workshop incentives, back-to-school supplies.

**Section N – Indirect Costs**

Indirect Cost 15.4%

**Community Services Block Grant [CSBG]  
Documentation of Submission to County Commissioners**

**Background:** The North Carolina Administrative Code [10A NCAC 97C.0111 (b)(1)(A)] requires that each CSBG grant recipient submit its Community Anti-Poverty Plan [grant application] to each County Commissioner Board that it serves.

**Instructions:** This form is to be completed and notarized by the Clerk to the Board.

Agency Name: \_\_\_\_\_

County: \_\_\_\_\_

Date of Application Submission: \_\_\_\_\_

[Note: This application should be submitted to the County Commissioners at least thirty [30] days prior to application submission to the Office of Economic Opportunity [OEO]. The grant application is due to OEO January 14, 2022.

Clerk to the Board should initial all items below.

\_\_\_\_\_ The agency submitted a complete grant application for Commissioner review.

\_\_\_\_\_ The Clerk to the Board will be responsible for assuring that the application is distributed to the Commissioners.

\_\_\_\_\_ Commissioners' comments provided those to the agency. (If applicable)

\_\_\_\_\_  
Clerk to the Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
Notary

\_\_\_\_\_  
Date

Attachment: CSBG FY 2022-23 Application for Funding - PART I (3183 : Community Services Block Grant)



## EIC Holds Public Hearings

The Economic Improvement Council, Inc. will hold a Public Hearing in each of the ten counties on the continuation of funds from the NC Department of Health and Human Services, Raleigh, NC. Funds will be used to alleviate the barriers of poverty for low-income families. The Hearings will be held the Week of November 16-18, 2021, 2:00 PM – 4:00 PM via Zoom. Please visit our website at [www.eicca.org](http://www.eicca.org) for login information. The 2022 Anti-Poverty Plan and supportive documents may be reviewed by the public at the EIC Resource Centers and the Edenton Administrative Office between 8:30 AM – 5:00 PM daily. FMI (252) 482-4458 x142.

CHOWAN HERALD, THURSDAY, NOVEMBER 4, 2021

## EIC Holds Public Hearings

The Economic Improvement Council, Inc. will hold a Public Hearing in each of the ten counties on the continuation of funds from the NC Department of Health and Human Services, Raleigh, NC. Funds will be used to alleviate the barriers of poverty for low-income families. The Hearings will be held the Week of November 16-18, 2021, 2:00 PM – 4:00 PM via Zoom. Please visit our website at [www.eicca.org](http://www.eicca.org) for login information. The 2022 Anti-Poverty Plan and supportive documents may be reviewed by the public at the EIC Resource Centers and the Edenton Administrative Office between 8:30 AM – 5:00 PM daily. FMI (252) 482-4458 x142.

THE DAILY ADVANCE, THURSDAY, NOVEMBER 4, 2021



## ECONOMIC IMPROVEMENT COUNCIL

### EIC HOLDS PUBLIC HEARINGS

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WEDNESDAY, NOVEMBER 3, 2021

THE COASTLAND TIMES

### EIC Holds Public Hearings

The Economic Improvement Council, Inc. will hold a Public Hearing in each of the ten counties on the continuation of funds from the NC Department of Health and Human Services, Raleigh, NC. Funds will be used to alleviate the barriers of poverty for low-income families. The Hearings will be held the Week of November 16-18, 2021, 2:00 PM – 4:00 PM via Zoom. Please visit our website at [www.eicca.org](http://www.eicca.org) for login information. The 2022 Anti-Poverty Plan and supportive documents may be reviewed by the public at the EIC Resource Centers and the Edenton Administrative Office between 8:30 AM – 5:00 PM daily. FMI (252) 482-4458 x142.

November 3, 2021

THE ROANOKE BEACON

## EIC Holds Public Hearings

The Economic Improvement Council, Inc. will hold a Public Hearing in each of the ten counties on the continuation of funds from the NC Department of Health and Human Services, Raleigh, NC. Funds will be used to alleviate the barriers of poverty for low-income families. The Hearings will be held the Week of November 16-18, 2021, 2:00 PM – 4:00 PM via Zoom. Please visit our website at [www.eicca.org](http://www.eicca.org) for login information. The 2022 Anti-Poverty Plan and supportive documents may be reviewed by the public at the EIC Resource Centers and the Edenton Administrative Office between 8:30 AM – 5:00 PM daily. FMI (252) 482-4458 x142.

THE PERQUIMANS WEEKLY, THURSDAY, NOVEMBER 4, 2021

### PUBLIC NOTICE

#### EIC Holds Public Hearings

The Economic Improvement Council, Inc. will hold a Public Hearing in each of the ten counties on the continuation of funds from the NC Department of Health and Human Services, Raleigh, NC. Funds will be used to alleviate the barriers of poverty for low-income families. The Hearings will be held the Week of November 16-18, 2021, 2:00 PM – 4:00 PM via Zoom. Please visit our website at [www.eicca.org](http://www.eicca.org) for login information. The 2022 Anti-Poverty Plan and supportive documents may be reviewed by the public at the EIC Resource Centers and the Edenton Administrative Office between 8:30 AM – 5:00 PM daily. FMI (252) 482-4458 x142.

Gates County Index:  
Nov. 4, 2021  
HEARINGS

Packet Pg. 101





### **EIC - COMMUNITY SERVICE BLOCK GRANT PROGRAM INTENT TO APPLY**

The Economic Improvement Council, Inc.—Community Service Block Grant Program in Edenton, NC plans to apply for the continuation of funds from the N.C. Department of Health and Human Services, Raleigh, NC. Allocation of funds are anticipated in the amount of \$362,808.00 for the period of July 1, 2022 — June 30, 2023. Funds will be used to alleviate the barriers of poverty for low-income families through the provision of comprehensive case management which would include: employment, housing, budget counseling, education, job training, and referrals. FMI Contact EIC at (252) 482-4458 x 142.

**WEDNESDAY, DECEMBER 8, 2021**

**THE COASTLAND TIMES**

### **EIC - Community Service Block Grant Program Intent to Apply**

The Economic Improvement Council, Inc. — Community Service Block Grant Program in Edenton, NC, plans to apply for the continuation of funds from the N.C. Department of Health and Human Services, Raleigh, NC. Allocation of funds are anticipated in the amount of \$362,808.00 for the period of July 1, 2022 – June 30, 2023. Funds will be used to alleviate the barriers of poverty for low-income families through the provision of comprehensive case management which would include: employment, housing, budget counseling, education, job training, and referrals. FMI Contact EIC at (252) 482-4458 x142.

**December 8, 2021 THE ROANOKE BEACON**

### **EIC - Community Service Block Grant Program**

#### **Intent to Apply**

The Economic Improvement Council, Inc. — Community Service Block Grant Program in Edenton, NC plans to apply for the continuation of funds from the N.C. Department of Health and Human Services, Raleigh, NC. Allocation of funds are anticipated in the amount of \$362,808.00 for the period of July 1, 2022 – June 30, 2023. Funds will be used to alleviate the barriers of poverty for low-income families through the provision of comprehensive case management which would include: employment, housing, budget counseling, education, job training, and referrals.

**FMI Contact EIC at (252) 482-4458 x142**

**CHOWAN HERALD, THURSDAY, DECEMBER 9, 2021**

### **EIC - Community Service Block Grant Program**

#### **Intent to Apply**

The Economic Improvement Council, Inc. — Community Service Block Grant Program in Edenton, NC plans to apply for the continuation of funds from the N.C. Department of Health and Human Services, Raleigh, NC. Allocation of funds are anticipated in the amount of \$362,808.00 for the period of July 1, 2022 – June 30, 2023. Funds will be used to alleviate the barriers of poverty for low-income families through the provision of comprehensive case management which would include: employment, housing, budget counseling, education, job training, and referrals.

**FMI Contact EIC at (252) 482-4458 x142**

**THE DAILY ADVANCE, THURSDAY, DECEMBER 9, 2021**

A2

THE PERQUIMANS WEEKLY, THURSDAY, DECEMBER 9, 2021

**EIC - Community Service  
Block Grant Program****Intent to Apply**

The Economic Improvement Council, Inc. - Community Service Block Grant Program in Edenton, NC plans to apply for the continuation of funds from the N.C. Department of Health and Human Services, Raleigh, NC. Allocation of funds are anticipated in the amount of \$362,808.00 for the period of July 1, 2022 - June 30, 2023. Funds will be used to alleviate the barriers of poverty for low-income families through the provision of comprehensive case management which would include: employment, housing, budget counseling, education, job training, and referrals.

**FMI Contact EIC at (252) 482-4458 x142**

# **ECONOMIC IMPROVEMENT COUNCIL, INC.**

Community Service Block Grant Family Self-Sufficiency Program

Camden County Public Hearing

Tuesday November 16, 2021

2:00 PM

## **AGENDA**

<b>CALL TO ORDER.....</b>	Reta Blair, CSBG Director
<b>WELCOME.....</b>	Reta Blair, CSBG Director
<b>INTRODUCTION OF STAFF.....</b>	Reta Blair, CSBG Director
<b>ATTENDANCE.....</b>	Reta Blair, CSBG Director
<b>PURPOSE OF MEETING.....</b>	Shaquera Jordan, CSBG Case Manager
<b>QUESTIONS.....</b>	Shaquera Jordan, CSBG Case Manager
<b>ADJOURNMENT.....</b>	Reta Blair, CSBG Director



**ECONOMIC IMPROVEMENT COUNCIL, INC.**

Community Service Block Grant Family Self-Sufficiency Program

Camden County Public Hearing

Tuesday November 16, 2021

2:00 PM

**ATTENDANCE ROSTER**

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Laura Sykes
6. Monta Robinson

Attendance recorded by:

Reta Blair, CSBG Director

Attachment: CSBG FY 2022-23 CSBG Application for Funding - PART II (3183 : Community Services Block Grant)

## **ECONOMIC IMPROVEMENT COUNCIL, INC.**

### **Community Service Block Grant Family Self-Sufficiency Program**

#### **Camden County Public Hearing**

Tuesday, November 16, 2021

2:00 PM

The Economic Improvement Council, Inc.'s Community Service Block Grant (CSBG) Program held a Public Hearing on Tuesday, November 16, 2021 via Zoom and Conference Call to adhere to CDC COVID-19 Pandemic Guidelines. Mrs. Reta Blair, CSBG Director extended a warm welcome to participants and called the hearing to order 2:00 PM.

#### **WELCOME**

Mrs. Reta Blair explained that in accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings for the Community Services Block Grant which is scheduled to be renewed for FY 2022-23. She provided the dates the hearing will be held this year and directed everyone to the agency's website ([www.eicca.org](http://www.eicca.org)) for login and access information.

#### **ATTENDANCE**

Staff: Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, and Laura Sykes

Participant(s): Monta Robinson

#### **PURPOSE**

After a brief introduction of the Team Members of CSBG, Mrs. Blair informed participants that Ms. Shaquera Jordan is the Case Manager serving Camden County and she will be providing the purpose of today's hearing.

Ms. Jordan stated that the purpose of today's public hearing is to inform the public that the Economic Improvement Council, Inc. (EIC) intends to re-apply for the funding of the Community Services Block Grant Program for FY 2022-2023. Further, EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Ms. Jordan continued sharing the rich history of community action through President Lyndon B. Johnson's War on Poverty which launched more than 50 years ago in 1964. The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to empower people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with

Page Two  
Meeting Minutes: Camden County Public Hearing  
November 16, 2021

the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

Ms. Jordan concluded that EIC will be applying for funding in the estimated amount of \$301,404. The program seeks to utilize funding to enroll 45-50 individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing Ms. Jordan extended greetings on behalf of EIC's Executive Director, Dr. Landon B. Mason, Sr. in recognition of the community's continued support of the Community Services Block Grant and opened the floor questions.

Mr. Robinson stated he resides in Pasquotank County and would like to know more about how he could join the program. Mrs. Blair responded that Mrs. Lillian Dance serves as the Case Manager for Pasquotank County and she will contact you after today's hearing to set up an appointment to learn more about the program.

With no questions or further business to discuss the meeting was adjourned at 2:15 PM.



Meeting minutes recorded and prepared by Shaquana Jordan, CSBG Case Manager.

**ECONOMIC IMPROVEMENT COUNCIL, INC.**  
**Community Service Block Grant Family Self-Sufficiency Program**  
**Chowan County Public Hearing**  
**Wednesday, November 17, 2021**  
**3:15 PM**

## AGENDA

<b>CALL TO ORDER.....</b>	Reta Blair, CSBG Director
<b>WELCOME.....</b>	Reta Blair, CSBG Director
<b>INTRODUCTION OF STAFF.....</b>	Reta Blair, CSBG Director
<b>ATTENDANCE.....</b>	Reta Blair, CSBG Director
<b>PURPOSE OF MEETING.....</b>	Lillian Dance, CSBG Case Manager
<b>QUESTIONS.....</b>	Lillian Dance, CSBG Case Manager
<b>ADJOURNMENT.....</b>	Reta Blair, CSBG Director

**ECONOMIC IMPROVEMENT COUNCIL, INC.**  
Community Service Block Grant Family Self-Sufficiency Program  
Chowan County Public Hearing  
Wednesday, November 17, 2021  
3:15 PM

## **ATTENDANCE ROSTER**

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Laura Sykes
6. Mary Criddle
7. Sadie Riddick
8. Jose Taylor
9. Councilman Frank Norman

Attendance recorded by:

Reta Blair, CSBG Director

## **ECONOMIC IMPROVEMENT COUNCIL, INC.**

### **Community Service Block Grant Family Self-Sufficiency Program**

**Chowan County Public Hearing**

**Wednesday, November 17, 2021**

**3:15 PM**

The Economic Improvement Council, Inc.'s Community Service Block Grant (CSBG) Program held a Public Hearing on Wednesday, November 17, 2021 via Zoom and Conference Call to adhere to CDC COVID-19 Pandemic Guidelines. Mrs. Reta Blair, CSBG Director extended a warm welcome to participants and called the hearing to order 3:15 PM.

#### **WELCOME**

Mrs. Reta Blair explained that in accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings for the Community Services Block Grant which is scheduled to be renewed for FY 2022-23. She provided the dates the hearing will be held this year, and directed everyone to the agency's website ([www.eicca.org](http://www.eicca.org)) for login and access information.

#### **ATTENDANCE**

Staff: Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, and Laura Sykes  
Participant(s): Mary Criddle, Sadie Riddick, Jose Taylor, and Councilman Frank Norman.

#### **PURPOSE**

After a brief introduction of the Team Members of CSBG, Mrs. Blair informed participants that Mrs. Lillian Dance is the Case Manager serving Chowan County and she will be providing the purpose of today's hearing.

Mrs. Dance stated that the purpose of today's public hearing is to inform the public that the Economic Improvement Council, Inc. (EIC) intends to re-apply for the funding of the Community Services Block Grant Program for FY 2022-2023. Further, EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Mrs. Dance continued sharing the rich history of community action through President Lyndon B. Johnson's War on Poverty which launched more than 50 years ago in 1964. The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to empower people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with

Page Two  
Meeting Minutes: Chowan County Public Hearing  
November 17, 2021

the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

Mrs. Dance concluded that EIC will be applying for funding in the estimated amount of \$301,404. The program seeks to utilize funding to enroll 45-50 individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing Mrs. Dance extended greetings on behalf of EIC's Executive Director, Dr. Landon B. Mason, Sr. in recognition of the community's continued support of the Community Services Block Grant and opened the floor for questions.

Councilman Frank Norman asked if more information could be provided regarding the CSBG Family Self-Sufficiency Program to include homeownership and how the escrow account works. In response, Mrs. Dance provided detailed information of how program services are administered and provided to assist customers in moving toward self-sufficiency. Mrs. Reta Blair explained the difference between the agency's Family Self-Sufficiency Program in the Community Services Block Grant Program and Section VIII Housing Choice Voucher Program. She continued that Mrs. Bersada Matthews serves as the coordinator for the program housed in Section VIII. Participants enrolled in that program benefit from earning savings in an escrow while working toward their goal of become self-sufficient.

With no questions or further business to discuss the meeting was adjourned at 3:30 PM.



Meeting minutes recorded and prepared by Shaquera Jordan, CSBG Case Manager.

Attachment: CSBG FY 2022-23 CSBG Application for Funding - PART II (3183 : Community Services Block Grant)

# ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Currituck County Public Hearing

Tuesday, November 16, 2021

2:45 PM

## AGENDA

<b>CALL TO ORDER.....</b>	Reta Blair, CSBG Director
<b>WELCOME.....</b>	Reta Blair, CSBG Director
<b>INTRODUCTION OF STAFF.....</b>	Reta Blair, CSBG Director
<b>ATTENDANCE.....</b>	Reta Blair, CSBG Director
<b>PURPOSE OF MEETING.....</b>	Shaquera Jordan, CSBG Case Manager
<b>QUESTIONS.....</b>	Shaquera Jordan, CSBG Case Manager
<b>ADJOURNMENT.....</b>	Reta Blair, CSBG Director

Funded By:



NC DEPARTMENT OF  
HEALTH AND  
HUMAN SERVICES



ECONOMIC  
IMPROVEMENT  
COUNCIL



**ECONOMIC IMPROVEMENT COUNCIL, INC.**

Community Service Block Grant Family Self-Sufficiency Program

Currituck County Public Hearing

Tuesday November 16, 2021

2:45 PM

**ATTENDANCE ROSTER**

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Laura Sykes
6. Christy Edwards

Attendance recorded by:

Reta Blair, CSBG Director

## **ECONOMIC IMPROVEMENT COUNCIL, INC.**

### **Community Service Block Grant Family Self-Sufficiency Program**

#### **Currituck County Public Hearing**

Tuesday, November 16, 2021

2:45 PM

The Economic Improvement Council, Inc.'s Community Service Block Grant (CSBG) Program held a Public Hearing on Tuesday, November 16, 2021 via Zoom and Conference Call to adhere to CDC COVID-19 Pandemic Guidelines. Mrs. Reta Blair, CSBG Director extended a warm welcome to participants and called the hearing to order 2:45 PM.

#### **WELCOME**

Mrs. Reta Blair explained that in accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings for the Community Services Block Grant which is scheduled to be renewed for FY 2022-23. She provided the dates the hearing will be held this year, and directed everyone to the agency's website ([www.eicca.org](http://www.eicca.org)) for login and access information.

#### **ATTENDANCE**

Staff: Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, and Laura Sykes

Participant(s): Christy Edwards

#### **PURPOSE**

After a brief introduction of the Team Members of CSBG, Mrs. Blair informed participants that Ms. Shaquera Jordan is the Case Manager serving Currituck County and she will be providing the purpose of today's hearing.

Ms. Jordan stated that the purpose of today's public hearing is to inform the public that the Economic Improvement Council, Inc. (EIC) intends to re-apply for the funding of the Community Services Block Grant Program for FY 2022-2023. Further, EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Ms. Jordan continued sharing the rich history of community action through President Lyndon B. Johnson's War on Poverty which launched more than 50 years ago in 1964. The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to empower people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with

Page Two  
Meeting Minutes: Currituck County Public Hearing  
November 16, 2021

the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

Ms. Jordan concluded that EIC will be applying for funding in the estimated amount of \$301,404. The program seeks to utilize funding to enroll 45-50 individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing Ms. Jordan extended greetings on behalf of EIC's Executive Director, Dr. Landon B. Mason, Sr. in recognition of the community's continued support of the Community Services Block Grant and opened the floor for questions.

With no questions or further business to discuss the meeting was adjourned at 2:52 PM.



Meeting minutes recorded and prepared by Shaquera Jordan, CSBG Case Manager.

Attachment: CSBG FY 2022-23 CSBG Application for Funding - PART II (3183 : Community Services Block Grant)

# ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Dare County Public Hearing

Tuesday, November 16, 2021

3:15 PM

## AGENDA

<b>CALL TO ORDER</b> .....	Reta Blair, CSBG Director
<b>WELCOME</b> .....	Reta Blair, CSBG Director
<b>INTRODUCTION OF STAFF</b> .....	Reta Blair, CSBG Director
<b>ATTENDANCE</b> .....	Reta Blair, CSBG Director
<b>PURPOSE OF MEETING</b> .....	Wendy Hedgebeth, CSBG Case Manager
<b>QUESTIONS</b> .....	Wendy Hedgebeth, CSBG Case Manager
<b>ADJOURNMENT</b> .....	Reta Blair, CSBG Director

Funded By:



NC DEPARTMENT OF  
HEALTH AND  
HUMAN SERVICES



ECONOMIC  
IMPROVEMENT  
COUNCIL

**ECONOMIC IMPROVEMENT COUNCIL, INC.**

Community Service Block Grant Family Self-Sufficiency Program

Dare County Public Hearing

Tuesday November 16, 2021

3:15 PM

**ATTENDANCE ROSTER**

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Laura Sykes
6. Lilly Young

Attendance recorded by:

Reta Blair, CSBG Director

Attachment: CSBG FY 2022-23 CSBG Application for Funding - PART II (3183 : Community Services Block Grant)

## **ECONOMIC IMPROVEMENT COUNCIL, INC.**

### **Community Service Block Grant Family Self-Sufficiency Program**

**Dare County Public Hearing**

**Tuesday, November 16, 2021**

**3:15 PM**

The Economic Improvement Council, Inc.'s Community Service Block Grant (CSBG) Program held a Public Hearing on Tuesday, November 16, 2021 via Zoom and Conference Call to adhere to CDC COVID-19 Pandemic Guidelines. Mrs. Reta Blair, CSBG Director extended a warm welcome to participants and called the hearing to order 3:15 PM.

#### **WELCOME**

Mrs. Reta Blair explained that in accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings for the Community Services Block Grant which is scheduled to be renewed for FY 2022-23. She provided the dates the hearing will be held this year, and directed everyone to the agency's website ([www.eicca.org](http://www.eicca.org)) for login and access information.

#### **ATTENDANCE**

Staff: Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, and Laura Sykes

Participant(s): Lilly Young

#### **PURPOSE**

After a brief introduction of the Team Members of CSBG, Mrs. Blair informed participants that Mrs. Wendy Hedgebeth is the Case Manager serving Dare County and she will be providing the purpose of today's hearing.

Mrs. Hedgebeth stated that the purpose of today's public hearing is to inform the public that the Economic Improvement Council, Inc. (EIC) intends to re-apply for the funding of the Community Services Block Grant Program for FY 2022-2023. Further, EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Mrs. Hedgebeth continued sharing the rich history of community action through President Lyndon B. Johnson's War on Poverty which launched more than 50 years ago in 1964. The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to empower people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with

Page Two  
Meeting Minutes: Dare County Public Hearing  
November 16, 2021

the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

Mrs. Hedgebeth concluded that EIC will be applying for funding in the estimated amount of \$301,404. The program seeks to utilize funding to enroll 45-50 individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing Mrs. Hedgebeth extended greetings on behalf of EIC's Executive Director, Dr. Landon B. Mason, Sr. in recognition of the community's continued support of the Community Services Block Grant, and opened the floor for questions.

With no questions or further business to discuss the meeting was adjourned at 3:25 PM.



Meeting minutes recorded and prepared by Shaquerra Jordan, CSBG Case Manager.

Attachment: CSBG FY 2022-23 CSBG Application for Funding - PART II (3183 : Community Services Block Grant)

# ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Gates County Public Hearing

Wednesday, November 17, 2021

3:45 PM

## AGENDA

<b>CALL TO ORDER</b> .....	Reta Blair, CSBG Director
<b>WELCOME</b> .....	Reta Blair, CSBG Director
<b>INTRODUCTION OF STAFF</b> .....	Reta Blair, CSBG Director
<b>ATTENDANCE</b> .....	Reta Blair, CSBG Director
<b>PURPOSE OF MEETING</b> .....	Shaquera Jordan, CSBG Case Manager
<b>QUESTIONS</b> .....	Shaquera Jordan, CSBG Case Manager
<b>ADJOURNMENT</b> .....	Reta Blair, CSBG Director

Funded By:



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**ECONOMIC IMPROVEMENT COUNCIL, INC.**  
Community Service Block Grant Family Self-Sufficiency Program  
Gates County Public Hearing  
Wednesday, November 17, 2021  
3:45 PM

## **ATTENDANCE ROSTER**

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Laura Sykes
6. Althea Riddick
7. Shirley Johnson

Attendance recorded by:  
Reta Blair, CSBG Director

## **ECONOMIC IMPROVEMENT COUNCIL, INC.**

### **Community Service Block Grant Family Self-Sufficiency Program**

#### **Gates County Public Hearing**

Wednesday, November 17, 2021

3:45 PM

The Economic Improvement Council, Inc.'s Community Service Block Grant (CSBG) Program held a Public Hearing on Wednesday, November 17, 2021 via Zoom and Conference Call to adhere to CDC COVID-19 Pandemic Guidelines. Mrs. Reta Blair, CSBG Director extended a warm welcome to participants and called the hearing to order 3:45 PM.

#### **WELCOME**

Mrs. Reta Blair explained that in accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings for the Community Services Block Grant which is scheduled to be renewed for FY 2022-23. She provided the dates the hearing will be held this year, and directed everyone to the agency's website ([www.eicca.org](http://www.eicca.org)) for login and access information.

#### **ATTENDANCE**

Staff: Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, and Laura Sykes

Participant(s): Althea Riddick and Shirley Johnson

#### **PURPOSE**

After a brief introduction of the Team Members of CSBG, Mrs. Blair informed participants that Ms. Shaquera Jordan is the Case Manager serving Gates County and she will be providing the purpose of today's hearing.

Ms. Jordan stated that the purpose of today's public hearing is to inform the public that the Economic Improvement Council, Inc. (EIC) intends to re-apply for the funding of the Community Services Block Grant Program for FY 2022-2023. Further, EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Ms. Jordan continued sharing the rich history of community action through President Lyndon B. Johnson's War on Poverty which launched more than 50 years ago in 1964. The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to empower people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with

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Meeting Minutes: Gates County Public Hearing  
November 17, 2021

the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

Ms. Jordan concluded that EIC will be applying for funding in the estimated amount of \$301,404. The program seeks to utilize funding to enroll 45-50 individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing Ms. Jordan extended greetings on behalf of EIC's Executive Director, Dr. Landon B. Mason, Sr. in recognition of the community's continued support of the Community Services Block Grant, and opened the floor for questions.

Dr. Althea Riddick asked how much is the grant and how many people do we serve. Mrs. Blair responded the estimated funding for this year is \$301,404 which includes the ten (10) counties we serve. During FY 2020-21 four (4) customers were served in each county. However, Gates serviced five (5). This year we anticipate serving five (5) customers per county. Mrs. Blair shares highlights of customer's accomplishments in Gates County to include: one became a homeowner and one rising above the poverty guideline. Lastly, Mrs. Blair stated she would provide both participants in today's hearing with the link to the latest CSBG promotional video on our website for viewing and sharing. Dr. Riddick was delighted to hear this news and informed Mrs. Blair that Gates County would be extending an invitation for her to present regarding the program in the future.

With no questions or further business to discuss the meeting was adjourned at 4:05 PM.



Meeting minutes recorded and prepared by Shaquera Jordan, CSBG Case Manager.

Attachment: CSBG FY 2022-23 CSBG Application for Funding - PART II (3183 : Community Services Block Grant)

# ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Hyde County Public Hearing

Thursday, November 18, 2021

3:15 PM

## AGENDA

<b>CALL TO ORDER.....</b>	Reta Blair, CSBG Director
<b>WELCOME.....</b>	Reta Blair, CSBG Director
<b>INTRODUCTION OF STAFF.....</b>	Reta Blair, CSBG Director
<b>ATTENDANCE.....</b>	Reta Blair, CSBG Director
<b>PURPOSE OF MEETING.....</b>	Wendy Hedgebeth, CSBG Case Manager
<b>QUESTIONS.....</b>	Wendy Hedgebeth, CSBG Case Manager
<b>ADJOURNMENT.....</b>	Reta Blair, CSBG Director

**ECONOMIC IMPROVEMENT COUNCIL, INC.**

Community Service Block Grant Family Self-Sufficiency Program

Hyde County Public Hearing

Thursday, November 18, 2021

3:15 PM

**ATTENDANCE ROSTER**

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Laura Sykes
6. Nancy Hamilton
7. Monta Robinson
8. Valerie Riddick
9. Chanta Rickard
10. Bria Spruill

Attendance recorded by:

Reta Blair, CSBG Director

## **ECONOMIC IMPROVEMENT COUNCIL, INC.**

### **Community Service Block Grant Family Self-Sufficiency Program**

**Hyde County Public Hearing**

**Thursday, November 18, 2021**

**3:15 PM**

The Economic Improvement Council, Inc.'s Community Service Block Grant (CSBG) Program held a Public Hearing on Tuesday, November 16, 2021 via Zoom and Conference Call to adhere to CDC COVID-19 Pandemic Guidelines. Mrs. Reta Blair, CSBG Director extended a warm welcome to participants and called the hearing to order 3:15 PM.

#### **WELCOME**

Mrs. Reta Blair explained that in accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings for the Community Services Block Grant which is scheduled to be renewed for FY 2022-23. She provided the dates the hearing will be held this year, and directed everyone to the agency's website ([www.eicca.org](http://www.eicca.org)) for login and access information.

#### **ATTENDANCE**

Staff: Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, and Laura Sykes  
Participant(s): Nancy Hamilton, Monta, Robinson, Valerie Riddick, Chanta Rickard, and Bria Spruill

#### **PURPOSE**

After a brief introduction of the Team Members of CSBG, Mrs. Blair informed participants that Mrs. Wendy Hedgebeth is the Case Manager serving Hyde County and she will be providing the purpose of today's hearing.

Mrs. Hedgebeth stated that the purpose of today's public hearing is to inform the public that the Economic Improvement Council, Inc. (EIC) intends to re-apply for the funding of the Community Services Block Grant Program for FY 2022-2023. Further, EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Mrs. Hedgebeth continued sharing the rich history of community action through President Lyndon B. Johnson's War on Poverty which launched more than 50 years ago in 1964. The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

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Meeting Minutes: Hyde County Public Hearing  
November 18, 2021

The CSBG Self-Sufficiency Program is designed to empower people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

Mrs. Hedgebeth concluded that EIC will be applying for funding in the estimated amount of \$301,404. The program seeks to utilize funding to enroll 45-50 individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing Mrs. Hedgebeth extended greetings on behalf of EIC's Executive Director, Dr. Landon B. Mason, Sr. in recognition of the community's continued support of the Community Services Block Grant, and opened the floor for questions.

With no questions or further business to discuss the meeting was adjourned at 3:24 PM.



Meeting minutes recorded and prepared by Shaquera Jordan, CSBG Case Manager.

# ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Pasquotank County Public Hearing

Wednesday, November 17, 2021

2:00 PM

## AGENDA

<b>CALL TO ORDER</b> .....	Reta Blair, CSBG Director
<b>WELCOME</b> .....	Reta Blair, CSBG Director
<b>INTRODUCTION OF STAFF</b> .....	Reta Blair, CSBG Director
<b>ATTENDANCE</b> .....	Reta Blair, CSBG Director
<b>PURPOSE OF MEETING</b> .....	Lillian Dance, CSBG Case Manager
<b>QUESTIONS</b> .....	Lillian Dance, CSBG Case Manager
<b>ADJOURNMENT</b> .....	Reta Blair, CSBG Director



**ECONOMIC IMPROVEMENT COUNCIL, INC.**

Community Service Block Grant Family Self-Sufficiency Program

Pasquotank County Public Hearing

Wednesday, November 17, 2021

2:00 PM

**ATTENDANCE ROSTER**

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Laura Sykes
6. Lucy Beamon
7. Angela Kee
8. Oliver Jones
9. Dorothy Sanford
10. Lisa Felton
11. Monique Cowell
12. Pearl Sutton
13. Ladon Wallace
14. Brenda Rosa
15. Bobby Banks

Attendance recorded by:

Reta Blair, CSBG Director

## **ECONOMIC IMPROVEMENT COUNCIL, INC.**

### **Community Service Block Grant Family Self-Sufficiency Program**

#### **Pasquotank County Public Hearing**

Wednesday, November 17, 2021

2:00 PM

The Economic Improvement Council, Inc.'s Community Service Block Grant (CSBG) Program held a Public Hearing on Wednesday, November 17, 2021 via Zoom and Conference Call to adhere to CDC COVID-19 Pandemic Guidelines. Mrs. Reta Blair, CSBG Director extended a warm welcome to participants and called the hearing to order 2:00 PM.

#### **WELCOME**

Mrs. Reta Blair explained that in accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings for the Community Services Block Grant which is scheduled to be renewed for FY 2022-23. She provided the dates the hearing will be held this year, and directed everyone to the agency's website ([www.eicca.org](http://www.eicca.org)) for login and access information.

#### **ATTENDANCE**

Staff: Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, and Laura Sykes  
Participant(s): Lucy Beamon, Angela Kee, Oliver Jones, Dorothy Sanford, Lisa Felton, Monique Cowell, Pearl Sutton, Ladon Wallace, Brenda Rosa, and Bobby Banks.

#### **PURPOSE**

After a brief introduction of the Team Members of CSBG, Mrs. Blair informed participants that Mrs. Lillian Dance is the Case Manager serving Pasquotank County and she will be providing the purpose of today's hearing.

Mrs. Dance stated that the purpose of today's public hearing is to inform the public that the Economic Improvement Council, Inc. (EIC) intends to re-apply for the funding of the Community Services Block Grant Program for FY 2022-2023. Further, EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Mrs. Dance continued sharing the rich history of community action through President Lyndon B. Johnson's War on Poverty which launched more than 50 years ago in 1964. The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to empower people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with

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Meeting Minutes: Pasquotank County Public Hearing  
November 17, 2021

the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

Mrs. Dance concluded that EIC will be applying for funding in the estimated amount of \$301,404. The program seeks to utilize funding to enroll 45-50 individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing Mrs. Dance extended greetings on behalf of EIC's Executive Director, Dr. Landon B. Mason, Sr. in recognition of the community's continued support of the Community Services Block Grant, and opened the floor for questions.

Mrs. Pearl Sutton asked how many people has the program helped. Mrs. Blair responded, in our last funding year we proudly serviced 78 and 68 the prior year. In addition, we were successful with five (5) customers rising above the poverty guideline. Mrs. Sutton it wonderful to hear all about the great accomplishments of the program.

Mr. Ladon Wallace asked when Section VIII would be accepting applications. Mrs. Blair stated that information has not been made available to us to date. However, a notice will be posted on our website.

Mr. Bobby Banks wanted a brief description of the program and Mrs. Dance provided him with that information.

With no questions or further business to discuss the meeting was adjourned at 2:19 PM.



Meeting minutes recorded and prepared by Shaquera Jordan, CSBG Case Manager.

Attachment: CSBG FY 2022-23 CSBG Application for Funding - PART II (3183 : Community Services Block Grant)

# ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Perquimans County Public Hearing

Wednesday, November 17, 2021

2:45 PM

## AGENDA

<b>CALL TO ORDER</b> .....	Reta Blair, CSBG Director
<b>WELCOME</b> .....	Reta Blair, CSBG Director
<b>INTRODUCTION OF STAFF</b> .....	Reta Blair, CSBG Director
<b>ATTENDANCE</b> .....	Reta Blair, CSBG Director
<b>PURPOSE OF MEETING</b> .....	Shaquera Jordan, CSBG Case Manager
<b>QUESTIONS</b> .....	Shaquera Jordan, CSBG Case Manager
<b>ADJOURNMENT</b> .....	Reta Blair, CSBG Director

**ECONOMIC IMPROVEMENT COUNCIL, INC.**  
Community Service Block Grant Family Self-Sufficiency Program  
Perquimans County Public Hearing  
Wednesday, November 17, 2021  
2:45 PM

## **ATTENDANCE ROSTER**

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Laura Sykes
6. Anonymous Caller

Attendance recorded by:  
Reta Blair, CSBG Director

## **ECONOMIC IMPROVEMENT COUNCIL, INC.**

### **Community Service Block Grant Family Self-Sufficiency Program**

#### **Perquimans County Public Hearing**

Wednesday, November 17, 2021

2:45 PM

The Economic Improvement Council, Inc.'s Community Service Block Grant (CSBG) Program held a Public Hearing on Wednesday, November 17, 2021 via Zoom and Conference Call to adhere to CDC COVID-19 Pandemic Guidelines. Mrs. Reta Blair, CSBG Director extended a warm welcome to participants and called the hearing to order 2:45 PM.

#### **WELCOME**

Mrs. Reta Blair explained that in accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings for the Community Services Block Grant which is scheduled to be renewed for FY 2022-23. She provided the dates the hearing will be held this year, and directed everyone to the agency's website ([www.eicca.org](http://www.eicca.org)) for login and access information.

#### **ATTENDANCE**

Staff: Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, and Laura Sykes

Participant(s): Anonymous Caller

#### **PURPOSE**

After a brief introduction of the Team Members of CSBG, Mrs. Blair informed participants that Ms. Shaquera Jordan is the Case Manager serving Perquimans County and she will be providing the purpose of today's hearing.

Ms. Jordan stated that the purpose of today's public hearing is to inform the public that the Economic Improvement Council, Inc. (EIC) intends to re-apply for the funding of the Community Services Block Grant Program for FY 2022-2023. Further, EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Ms. Jordan continued sharing the rich history of community action through President Lyndon B. Johnson's War on Poverty which launched more than 50 years ago in 1964. The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

The CSBG Self-Sufficiency Program is designed to empower people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with

Page Two  
Meeting Minutes: Perquimans County Public Hearing  
November 17, 2021

the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

Ms. Jordan concluded that EIC will be applying for funding in the estimated amount of \$301,404. The program seeks to utilize funding to enroll 45-50 individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing Ms. Jordan extended greetings on behalf of EIC's Executive Director, Dr. Landon B. Mason, Sr. in recognition of the community's continued support of the Community Services Block Grant, and opened the floor for questions.

With no questions or further business to discuss the meeting was adjourned at 2:51 PM.



Meeting minutes recorded and prepared by Shaquana Jordan, CSBG Case Manager.

Attachment: CSBG FY 2022-23 CSBG Application for Funding - PART II (3183 : Community Services Block Grant)



# ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Tyrrell County Public Hearing

Thursday, November 18, 2021

2:45 PM

## AGENDA

<b>CALL TO ORDER</b> .....	Reta Blair, CSBG Director
<b>WELCOME</b> .....	Reta Blair, CSBG Director
<b>INTRODUCTION OF STAFF</b> .....	Reta Blair, CSBG Director
<b>ATTENDANCE</b> .....	Reta Blair, CSBG Director
<b>PURPOSE OF MEETING</b> .....	Wendy Hedgebeth, CSBG Case Manager
<b>QUESTIONS</b> .....	Wendy Hedgebeth, CSBG Case Manager
<b>ADJOURNMENT</b> .....	Reta Blair, CSBG Director

**ECONOMIC IMPROVEMENT COUNCIL, INC.**

Community Service Block Grant Family Self-Sufficiency Program

Tyrrell County Public Hearing

Thursday, November 18, 2021

2:45 PM

**ATTENDANCE ROSTER**

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Laura Sykes
6. Cyrithia Kalonji
7. Pamela Hurdle
8. Gracie Felton

Attendance recorded by:

Reta Blair, CSBG Director

## **ECONOMIC IMPROVEMENT COUNCIL, INC.**

### **Community Service Block Grant Family Self-Sufficiency Program**

#### **Tyrrell County Public Hearing**

**Thursday, November 18, 2021**

**2:45 PM**

The Economic Improvement Council, Inc.'s Community Service Block Grant (CSBG) Program held a Public Hearing on Tuesday, November 16, 2021 via Zoom and Conference Call to adhere to CDC COVID-19 Pandemic Guidelines. Mrs. Reta Blair, CSBG Director extended a warm welcome to participants and called the hearing to order 2:45 PM.

#### **WELCOME**

Mrs. Reta Blair explained that in accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings for the Community Services Block Grant which is scheduled to be renewed for FY 2022-23. She provided the dates the hearing will be held this year, and directed everyone to the agency's website ([www.eicca.org](http://www.eicca.org)) for login and access information.

#### **ATTENDANCE**

Staff: Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, and Laura Sykes

Participant(s): Cyriethia Kalonji, Pamela Hurdle, and Gracie Felton.

#### **PURPOSE**

After a brief introduction of the Team Members of CSBG, Mrs. Blair informed participants that Mrs. Wendy Hedgebeth is the Case Manager serving Tyrrell County and she will be providing the purpose of today's hearing.

Mrs. Hedgebeth stated that the purpose of today's public hearing is to inform the public that the Economic Improvement Council, Inc. (EIC) intends to re-apply for the funding of the Community Services Block Grant Program for FY 2022-2023. Further, EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Mrs. Hedgebeth continued sharing the rich history of community action through President Lyndon B. Johnson's War on Poverty which launched more than 50 years ago in 1964. The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.

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Meeting Minutes: Tyrrell County Public Hearing  
November 18, 2021

The CSBG Self-Sufficiency Program is designed to empower people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

Mrs. Hedgebeth concluded that EIC will be applying for funding in the estimated amount of \$301,404. The program seeks to utilize funding to enroll 45-50 individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individual's household. In addition, referrals to community resources are offered as applicable.

In closing Mrs. Hedgebeth extended greetings on behalf of EIC's Executive Director, Dr. Landon B. Mason, Sr. in recognition of the community's continued support of the Community Services Block Grant, and opened the floor for questions.

With no questions or further business to discuss the meeting was adjourned at 2:53 PM.



Meeting minutes recorded and prepared by Shaquera Jordan, CSBG Case Manager.

Attachment: CSBG FY 2022-23 CSBG Application for Funding - PART II (3183 : Community Services Block Grant)

# ECONOMIC IMPROVEMENT COUNCIL, INC.

Community Service Block Grant Family Self-Sufficiency Program

Washington County Public Hearing

Thursday, November 18, 2021

2:00 PM

## AGENDA

<b>CALL TO ORDER.....</b>	Reta Blair, CSBG Director
<b>WELCOME.....</b>	Reta Blair, CSBG Director
<b>INTRODUCTION OF STAFF.....</b>	Reta Blair, CSBG Director
<b>ATTENDANCE.....</b>	Reta Blair, CSBG Director
<b>PURPOSE OF MEETING.....</b>	Wendy Hedgebeth, CSBG Case Manager
<b>QUESTIONS.....</b>	Wendy Hedgebeth, CSBG Case Manager
<b>ADJOURNMENT.....</b>	Reta Blair, CSBG Director

Funded By:



NC DEPARTMENT OF  
HEALTH AND  
HUMAN SERVICES



**ECONOMIC IMPROVEMENT COUNCIL, INC.**

Community Service Block Grant Family Self-Sufficiency Program

Washington County Public Hearing

Thursday, November 18, 2021

2:00 PM

**ATTENDANCE ROSTER**

NOTE: Due to the global COVID-19 pandemic meetings were held virtually via Zoom simultaneously with FreeConferenceCall.com. The attendance roll was called by CSBG Director, Reta Blair and recorded as indicated below.

1. Reta Blair
2. Wendy Hedgebeth
3. Lillian Dance
4. Shaquera Jordan
5. Laura Sykes
6. Melvin Norman, Board of Directors
7. Mary Murray
8. Barbara Spencer

Attendance recorded by:

Reta Blair, CSBG Director

Funded By:

NC DEPARTMENT OF  
HEALTH AND  
HUMAN SERVICESECONOMIC  
IMPROVEMENT  
COUNCIL

## **ECONOMIC IMPROVEMENT COUNCIL, INC.**

### **Community Service Block Grant Family Self-Sufficiency Program**

#### **Washington County Public Hearing**

Thursday, November 18, 2021

2:00 PM

The Economic Improvement Council, Inc.'s Community Service Block Grant (CSBG) Program held a Public Hearing on Tuesday, November 16, 2021 via Zoom and Conference Call to adhere to CDC COVID-19 Pandemic Guidelines. Mrs. Reta Blair, CSBG Director extended a warm welcome to participants and called the hearing to order 2:00 PM.

#### **WELCOME**

Mrs. Reta Blair explained that in accordance to the NC Department of Health and Human Services Public Hearing requirements 10A NCAC 97B. 0402 (3), EIC is required to conduct public hearings for the Community Services Block Grant which is scheduled to be renewed for FY 2022-23. She provided the dates the hearing will be held this year, and directed everyone to the agency's website ([www.eicca.org](http://www.eicca.org)) for login and access information.

#### **ATTENDANCE**

Staff: Reta Blair, Lillian Dance, Wendy Hedgebeth, Shaquera Jordan, and Laura Sykes  
Participant(s): Board of Director, Melvin Norman, Mary Murray, and Barbara Spencer.

#### **PURPOSE**

After a brief introduction of the Team Members of CSBG, Mrs. Blair informed participants that Mrs. Wendy Hedgebeth is the Case Manager serving Washington County and she will be providing the purpose of today's hearing.

Mrs. Hedgebeth stated that the purpose of today's public hearing is to inform the public that the Economic Improvement Council, Inc. (EIC) intends to re-apply for the funding of the Community Services Block Grant Program for FY 2022-2023. Further, EIC is a Community Action Agency designated by the local elected officials to administer Anti-Poverty Programs with Region "R" of the State of North Carolina. Counties comprising the region include: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

Mrs. Hedgebeth continued sharing the rich history of community action through President Lyndon B. Johnson's War on Poverty which launched more than 50 years ago in 1964. The Community Service Block Grant provides funds to alleviate the causes and conditions of poverty in communities. CSBG's funding is administered by the states and provides core funding to local agencies to reduce poverty, revitalize low-income communities, and to empower low-income families to become self-sufficient.



Page Two  
Meeting Minutes: Washington County Public Hearing  
November 18, 2021

The CSBG Self-Sufficiency Program is designed to empower people to take control of their lives by providing quality and supportive services through comprehensive case management to assist participants toward setting attainable goals which will help change the condition of their lives with the goal of rising above the Federal Anti-Poverty Guideline. The program offers assistance with crisis and emergency situations for enrolled participants, employment and training opportunities, assists with job searches, and acts as a resource in and for the community. The CSBG Program assists its participants with gaining a greater sense of freedom and greater control of their own life.

Mrs. Hedgebeth concluded that EIC will be applying for funding in the estimated amount of \$301,404. The program seeks to utilize funding to enroll 45-50 individuals and / or families in the program with the intent to focus on jobs, housing, and overall stability in that individuals household. In addition, referrals to community resources are offered as applicable.

In closing Mrs. Hedgebeth extended greetings on behalf of EIC's Executive Director, Dr. Landon B. Mason, Sr. in recognition of the community's continued support of the Community Services Block Grant and opened the floor for questions.

Mrs. Barbara Spencer asked if there was an age limit in order to receive employment trainings. Mrs. Hedgebeth stated that there were no age restrictions for the services provided in the CSBG program and would notify her of as sessions become available.

With no questions or further business to discuss the meeting was adjourned at 2:10 PM.



Meeting minutes recorded and prepared by Shaquera Jordan, CSBG Case Manager.



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Information, Reports & Minutes From Other Agencies**

<b>Item Number:</b>	10.A
<b>Meeting Date:</b>	January 03, 2022
<b>Submitted By:</b>	Tammie Krauss, Register of Deeds Register of Deeds Prepared by: Karen Davis
<b>Item Title</b>	<b>Register of Deeds Report</b>
<b>Attachments:</b>	Register of Deeds Report (PDF)

Camden County Register of Deeds: Tammie Krauss  
November 2021 Daily Deposit

DATE	NC CHILDREN TRUST	NC DOM. VIO. FUND	STATE REV. STAMPS	COUNTY REV. STAMPS	RETIREMENT	AUTO FUND	STATE TREASURY	ROD GENERAL	TOTAL
11/01/21		\$ -	\$ 614.46	\$ 639.54	\$ 5.16	\$ 30.43	\$ 49.60	\$ 258.41	\$ 1,597.60
11/02/21	\$ -	\$ -	\$ 166.60	\$ 173.40	\$ 6.99	\$ 43.41	\$ 55.80	\$ 359.80	\$ 806.00
11/03/21	\$ 5.00	\$ 30.00			\$ 4.32	\$ 23.94	\$ 24.80	\$ 199.94	\$ 288.00
11/04/21	\$ 5.00	\$ 30.00			\$ 2.16	\$ 10.59	\$ 6.20	\$ 90.05	\$ 144.00
11/05/21	\$ 5.00	\$ 30.00	\$ 221.48	\$ 230.52	\$ 4.73	\$ 24.87	\$ 37.20	\$ 213.60	\$ 767.40
11/08/21	\$ -	\$ -	\$ 406.70	\$ 423.30	\$ 3.39	\$ 20.20	\$ 31.00	\$ 171.41	\$ 1,056.00
11/09/21					\$ 1.88	\$ 9.84	\$ 24.80	\$ 88.48	\$ 125.00
11/10/21	\$ 5.00	\$ 30.00	\$ 303.80	\$ 316.20	\$ 8.43	\$ 46.99	\$ 74.40	\$ 397.18	\$ 1,182.00
11/12/21	\$ 5.00	\$ 30.00			\$ 5.74	\$ 33.17	\$ 31.00	\$ 277.69	\$ 382.60
11/15/21			\$ 127.40	\$ 132.60	\$ 5.49	\$ 32.00	\$ 55.80	\$ 272.51	\$ 625.80
11/16/21			\$ 58.80	\$ 61.20	\$ 2.70	\$ 16.28	\$ 24.80	\$ 136.22	\$ 300.00
11/17/21			\$ 302.82	\$ 315.18	\$ 7.70	\$ 44.06	\$ 80.60	\$ 380.84	\$ 1,131.20
11/18/21					\$ 1.56	\$ 10.15	\$ 6.20	\$ 86.09	\$ 104.00
11/19/21			\$ 817.81	\$ 851.19	\$ 9.24	\$ 55.73	\$ 80.60	\$ 470.43	\$ 2,285.00
11/22/21	\$ -	\$ -	\$ 768.32	\$ 799.68	\$ 7.10	\$ 41.29	\$ 74.40	\$ 351.01	\$ 2,041.80
11/23/21					\$ 5.39	\$ 35.28	\$ 12.40	\$ 306.13	\$ 359.20
11/24/21					\$ 1.35	\$ 8.14	\$ 12.40	\$ 68.11	\$ 90.00
11/29/21			\$ 372.40	\$ 387.60	\$ 8.08	\$ 47.59	\$ 80.60	\$ 402.53	\$ 1,298.80
11/30/21			\$ 1,161.30	\$ 1,208.70	\$ 6.80	\$ 39.97	\$ 62.00	\$ 344.23	\$ 2,823.00
									\$ -
									\$ -
									0.00
									0.00
									\$ -
<b>TOTAL</b>	<b>\$ 25.00</b>	<b>\$ 150.00</b>	<b>\$ 5,321.89</b>	<b>\$ 5,539.11</b>	<b>\$ 98.21</b>	<b>\$ 573.93</b>	<b>\$ 824.60</b>	<b>\$ 4,874.66</b>	<b>\$ 17,407.40</b>

Attachment: Register of Deeds Report (3179 : Register of Deeds Report)

Ledger Report Fee Distribution  
TAMMIE KRAUSS, REGISTER OF DEEDS

Camden, NC

Date Range From Monday, November 01, 2021 to Tuesday, November 30, 2021

Name	Amount
NC Children's Trust Fund	\$25.00
NC Domestic Violence Fund	\$150.00
State Revenue Stamp	\$5,321.89
County Revenue Stamp	\$5,539.11
Land Transfer Fee	\$0.00
Floodplain Map Fund	\$0.00
Supplemental Retirement	\$98.21
ROD Automation Fund	\$573.93
Dept Of Cultural Resources	\$0.00
Vital Records Fund	\$0.00
State General Fund	\$0.00
State Treasurer Amount	\$824.60
ROD General Fund	\$4,874.66
 Total Distribution For Period	 \$17,407.40
 Cash Total	 \$270.20
Check Total	\$16,717.00
Pay Account Total	\$420.20
ACH Total	\$0.00
Escrow Account Total	\$0.00
Overpayment Total	\$0.00
Total Deposit For Period	\$17,407.40



**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Information, Reports & Minutes From Other Agencies**

<b>Item Number:</b>	10.B
<b>Meeting Date:</b>	January 03, 2022
<b>Submitted By:</b>	Kim Perry, Library Prepared by: Kim Perry
<b>Item Title</b>	<b>Library Report 11/21</b>
<b>Attachments:</b>	21-11 (DOCX)

## Camden County Public Library

## November 2021 Statistics

Visitor Count	819
Materials Check Outs & Renewals	2,941
Computer/ Wireless Use	182/177
Questions Answered	247
Children's Programs/Attendance	3/43
Adult Programs/Attendance	1/8
Outreach Programs/Attendance	0/0
Meeting Room Usage/Attendance	5/69
Days/Hours Open	19/154
# Items in Collection	20,026
Library Card Holders	2,864
Curbside Pickups	0

## Comparison by Year

2019-2021

