



**CAMDEN COUNTY**  
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# **BOARD OF COMMISSIONERS**

**February 06, 2023  
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. 311.*

**Please silence cell phones.**

## **Agenda**

**Camden County Board of Commissioners  
February 06, 2023; 7:00 PM  
Camden Public Library - Boardroom  
118 Hwy 343 North**

### **Call to Order**

**ITEM Closed Session to Discuss Personnel and Economic Development and Consult with the County Attorney**

### **Reconvene Board of Commissioners**

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

Pastor Bill Blake, Old Trap Methodist Church

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

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

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

A. Employee Recognition - Beverly Fonville

B. Introduction of Shoshin Technologies - Erin Burke

**ITEM 4. 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 5. New Business** (For discussion and possible action)

A. Tax Report - Lisa Anderson

B. Purchase and Sale Agreement for the Proposed Camden County High School Site - John Morrison

- C. Budget Amendment Request - Erin Burke
- D. Resolution 2023-02-01 Awarding of Badges and Sidearm to Rodney Meads - Sheriff Jones
- E. Resolution 2023-02-02 Awarding of Badges and Sidearm to Scott Wentz - Sheriff Jones
- F. Resolution 2023-02-03 Awarding of Sidearm to Tony Perry - Sheriff Jones
- G. Proclamation: 2023 Year of the Trail - Erin Burke
- H. Proclamation: 2023 March for Meals Month - Erin Burke

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

- A. Tourism Development Authority
- B. Senior Tar Heel Legislature

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

**Reconvene Board of Commissioners**

**ITEM 7. Consent Agenda**

- A. BOC Meeting Minutes
- B. Budget Amendments
- C. School Budget Amendments
- D. DMV Monthly Report
- E. Pickups, Releases & Refunds
- F. Refunds Over \$100.00
- G. Tax Collection Report
- H. Vehicle Refunds Over \$100.00
- I. Resolution Authorizing County Manager to Dispose of Surplus Property
- J. 2023-2024 Annual Budget & CIP Calendar

**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

C. Fire Prevention Report

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

**ITEM 12. Adjourn**



# CAMDEN COUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### New Business

**Item Number:** 3.A  
**Meeting Date:** February 06, 2023  
**Submitted By:** Beverly Fonville,  
Human Resources  
Prepared by: Karen Davis

**Item Title** **Employee Recognition - Beverly Fonville**

### **Attachments:**

**Summary:** Human Resources Director Beverly Fonville will introduce the new Director of Social Services, Stephanie Wyche, and the following employees will be recognized with service pins:

- ~ William Sawyer, 20 Years of Service (Sheriff's Office)
- ~ Dawn Lowry, 20 Years of Service (Public Works / Water Department)



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

**Presentations**

**Item Number:** 3.B  
**Meeting Date:** February 06, 2023

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

**Item Title** Introduction of Shoshin Technologies

**Attachments:**

**Summary:**

County Manager Erin Burke will introduce John Wasniewski with Shoshin Technologies, the County's new IT support company.



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

**New Business**

**Item Number:** 5.A  
**Meeting Date:** February 06, 2023  
**Submitted By:** Lisa Anderson, Tax Administrator  
Taxes  
Prepared by: Lisa Anderson  
**Item Title** **December Monthly Report**  
**Attachments:** Tax Report (PDF)  
**Summary:** December 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>
2021	126,548.00	9,266.16
2020	48,564.87	4,023.59
2019	26,478.00	2,299.04
2018	18,772.68	1,084.40
2017	11,562.10	1,493.43
2016	7,561.29	1,159.66
2015	6,192.75	628.26
2014	8,300.59	969.00
2013	6,317.08	4,618.93
2012	5,558.29	7,113.98

Attachment: Tax Report (Tax Report)



TOTAL REAL PROPERTY TAX UNCOLLECTED	265,855.65
TOTAL PERSONAL PROPERTY UNCOLLECTED	32,656.45
TEN YEAR PERCENTAGE COLLECTION RATE	99.64%
COLLECTION FOR 2022 vs. 2021	17,730.49 vs. 14,132.77

**LAST 3 YEARS PERCENTAGE COLLECTION RATE**

2021	98.58%
2020	99.34%
2019	99.63%

**THIRTY LARGEST UNPAID ACCOUNTS**

SEE ATTACHMENT "A"

**THIRTY OLDEST UNPAID ACCOUNTS**

SEE ATTACHMENT "B"

Attachment: Tax Report (Tax Report)

**EFFORTS AT COLLECTION IN THE LAST 30 DAYS**ENDING December **2022****BY TAX ADMINISTRATOR**37 NUMBER DELINQUENCY NOTICES SENT28 FOLLOWUP REQUESTS FOR PAYMENT SENT2 NUMBER OF WAGE GARNISHMENTS ISSUED3 NUMBER OF BANK GARNISHMENTS ISSUED14 NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR  
TO DELINQUENT TAXPAYER0 NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)0 PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF  
TAX ADMINISTRATOR0 NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO  
COUNTY ATTORNEY0 NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR  
COLLECTION (I.D. AND STATUS)0 REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS0 NUMBER OF JUDGMENTS FILED

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	01-8929-00-34-2503.0000	8,338.03	1	STONEBRIAR COMMERCIAL FINANCE	SOUTH MILLS	
R	02-8943-01-17-4388.0000	7,745.40	1	THOMAS REESE	CAMDEN	301 JAPONICA DR
R	01-7989-00-01-1714.0000	6,166.42	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8971-00-23-2253.0000	6,036.09	1	ABODE OF CAMDEN, INC.	SHILOH	187 C THOMAS POINT RD
R	02-8934-01-18-8072.0000	5,795.45	1	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	02-8935-02-66-7093.0000	5,623.37	1	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	01-7979-00-61-7358.0000	4,906.97	1	BERT LLC	SOUTH MILLS	HORSESHOE RD
R	01-7999-00-62-3898.0000	4,705.66	1	MICHAEL ASKEW	SOUTH MILLS	257 A OLD SWAMP RD
R	02-8934-01-29-4617.0000	4,687.31	1	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	03-8962-00-05-0472.0000	4,590.46	1	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	02-8945-00-41-2060.0000	4,580.35	1	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	03-8943-02-75-4196.0000	4,471.07	1	SHERRILL M PRICE JR	SHILOH	115 COOKS LANDING RD
R	02-8916-00-39-5170.0000	4,144.46	1	DONALD RAY JONES	CAMDEN	670 343 HWY N
R	03-9809-00-24-8236.0000	3,948.55	1	GENE W IRBY	SHILOH	503 SAILBOAT RD
R	03-8973-00-53-0748.0000	3,727.87	1	MORRIS L. KIGHT III	SHILOH	142 STANLEY LN
R	02-8954-00-43-8538.0000	3,614.32	1	BILLY ROSS FEREBEE	CAMDEN	237 PALMER RD
R	03-9809-00-23-4988.0000	3,268.68	1	WANDA H WELLS	SHILOH	104 HIGH RD
R	02-8934-04-72-0416.0000	3,235.88	1	PAULINE JETTE	CAMDEN	238 COUNTRY CLUB RD
R	03-8962-00-67-1021.0000	2,912.38	1	CECIL BARNARD HEIRS	SHILOH	WICKHAM RD
R	02-8943-01-06-9013.0000	2,880.31	1	JEWEL H. DAVENPORT	CAMDEN	WINDY HEIGHTS DR
R	03-8965-00-37-4242.0000	2,853.28	1	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	03-8961-00-68-3593.0000	2,835.12	1	EDWARD LANE MOORE	SHILOH	169 RAYMONS CREEK RD
R	02-8936-00-23-4750.0000	2,769.92	1	AARON DARNELL CHAMBLEE ET AL	CAMDEN	LAMBS RD
R	03-8899-00-45-2682.0000	2,766.66	10	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8990-00-17-3935.0000	2,710.50	1	KARL L ADCOCK	SHILOH	100 CATALAN DR
R	02-8934-03-31-9750.0000	2,423.40	1	CAROLYN MCDANIEL	CAMDEN	195 COUNTRY CLUB RD
R	01-7090-00-92-5561.0000	2,385.09	1	MAINSTAY CONSTRUCTION, INC	SOUTH MILLS	GENERALS WAY
R	01-7989-04-60-1711.0000	2,303.21	1	JAMES GLEN GRIFFIN	SOUTH MILLS	110 BLOODFIELD RD
R	02-8943-01-47-1120.0000	2,298.81	3	EMILY FORBES CRAIN	CAMDEN	104 C ST
R	01-7999-00-95-3587.0000	2,273.88	1	WALTER TURNER HEIRS	SOUTH MILLS	CAROLINA RD

Attachment: Tax Report (Tax Report)

01/31/23 09:17:26

Delinquencies Top-30 Unpaid

1

*Real A*

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	6,166.42	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8962-00-04-9097.0000	10	2,912.38	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8965-00-37-4242.0000	10	2,853.28	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	03-8899-00-45-2682.0000	10	2,766.66	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8952-00-95-8737.0000	10	2,151.92	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7988-00-91-0179.0001	10	2,077.02	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	01-7999-00-32-3510.0000	10	1,954.13	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	03-8943-04-93-8214.0000	10	1,892.64	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7999-00-12-8596.0000	10	1,879.21	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7091-00-64-6569.0000	10	1,809.51	CLARENCE D. TURNER JR.	SOUTH MILLS	STINGY LN
R	01-7080-00-62-1977.0000	10	1,157.52	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	02-8936-00-24-7426.0000	10	851.94	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	01-7989-04-60-1568.0000	10	847.68	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	827.30	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	01-7090-00-60-5052.0000	10	814.52	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	01-7989-04-90-0938.0000	10	765.22	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	03-9809-00-24-6322.0000	10	667.69	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	02-8955-00-13-7846.0000	10	585.88	MARIE MERCER	CAMDEN	IVY NECK RD
R	03-8899-00-36-1568.0000	10	463.73	PETER BUTSAVAGE	SHILOH	HIBISCUS RD
R	03-8962-00-55-5300.0000	10	427.31	OCTAVIA COPELAND HEIRS	SHILOH	457 NECK RD
R	03-8980-00-61-1968.0000	10	381.59	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	03-9809-00-54-8280.0000	10	303.70	RODNEY STEVEN SPIVEY &	SHILOH	SAILBOAT RD
R	01-7090-00-95-5262.0000	10	297.16	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-9809-00-66-0120.0000	10	286.40	RANDELL CRIDER	SHILOH	SAILBOAT RD
R	03-8980-00-84-0931.0000	10	285.84	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
R	02-8936-00-25-7407.0000	10	220.95	CHARLIE RUDOLPH CHAMBLEE	CAMDEN	BOURBON ST
R	03-9809-00-45-1097.0000	10	203.59	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	03-8962-00-60-7648.0000	10	189.72	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD
R	03-8899-00-37-0046.0000	10	149.93	ELIZABETH LONG	SHILOH	HIBISCUS RD
R	03-9809-00-17-2462.0000	10	138.36	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD

Attachment: Tax Report (Tax Report)

01/31/23 09:17:29

Delinquencies Top-30 Oldest

*Handwritten signature*

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001709	1,207.54	5	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0000295	1,126.07	3	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0002941	1,083.89	1	BARKER'S TRUCKING, INC	SHILOH	108 SASSAFRAS LN
P	0001046	562.79	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	534.66	10	PAM BUNDY	SHILOH	105 AARON DR
P	0001721	457.37	1	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD
P	0001230	411.11	10	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0003721	396.00	1	JIMMY'S TRUCKING & HAULING LLC	CAMDEN	127 TRAFTON RD
P	0003192	382.04	1	ROBERT JESSE-ALDERMAN HUDGINS	CAMDEN	409 343 HWY N
P	0001538	311.90	10	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0000738	307.42	10	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0003513	282.06	1	JULIE PORTER	CAMDEN	431 158 US W
P	0003537	279.87	1	NATHAN MARC SEBURA	CAMDEN	343 HWY N
P	0003208	271.52	1	RICKY W JOHNSON	CAMDEN	113 PALMER RD
P	0003075	255.21	1	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD
P	0000945	243.90	1	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0001694	241.65	10	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	238.91	10	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0003773	231.08	1	SEVAN NERO BARTLETT	CAMDEN	197 HERMAN ARNOLD RD
P	0003415	228.97	1	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0002902	222.92	1	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0001106	203.87	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0003715	202.13	1	CHARLES CHANNING ROTEN	SOUTH MILLS	302 34 HWY N
P	0003902	201.52	1	SCOTT D RADY	SOUTH MILLS	403 BEECHNUT AVE
P	0002442	200.37	5	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0003907	198.18	1	PAUL DAVID RUSSELL	SOUTH MILLS	114 OTTERS PL
P	0003512	197.49	1	WILLIAM ANTHONY POPE JR	CAMDEN	214 SMITH DR
P	0003883	180.17	1	WILLIAM B HICKS	SHILOH	948 343 HWY S
P	0001545	178.20	1	LOUIS RUGGERI	CAMDEN	390 CAMDEN CSWY
P	0002468	178.15	5	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD

Attachment: Tax Report (Tax Report)

01/31/23 09:17:52

Delinquencies Top-30 Unpaid

1  
Personal





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

**New Business**

**Item Number:** 5.B  
**Meeting Date:** February 06, 2023

**Submitted By:** Erin Burke,  
Administration  
Prepared by: Karen Davis

**Item Title** **Purchase and Sale Agreement for the Proposed Camden  
County High School**

**Attachments:**

**Summary:**

In order to accommodate appropriate placement, access, and future growth of the proposed Camden County High School, the Board needs to acquire additional land. In cooperation with the Board of Education, the Board of Commissioners intends to enter into a purchase and sale agreement for land adjacent to the high school site on 343N to conduct due diligence. At the conclusion of the due diligence period, should the Board of Commissioners choose to move forward with the purchase of the property, a Public Hearing will be held.



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

**New Business**

**Item Number:** 5.C  
**Meeting Date:** February 06, 2023  
**Submitted By:** Kevin Jones,  
 Sheriff  
 Prepared by: Karen Davis

**Item Title** **Budget Amendment Request - Erin Burke**

**Attachments:** Budget Amendment - Sheriff (DOCX)

**Summary:**

The Board will consider a budget amendment request from the Sherriff's Office to adjust salaries in the department due to promotions that were not accounted for in the 2022-2023 Budget. The Sherriff's Office policies and procedures provide a career ladder within the department to encourage personal growth and development. In the current budget year there were career advancements that were not accounted for during the budget development process. These individuals have been promoted to higher rank, but have not been compensated for their additional responsibilities. The budget amendment accounts for back pay to the date of the promotion and for the remainder of the 2022-2023 fiscal year.



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, 2023.

**Section 1. To amend the General Fund as follows:**

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10399400-439900	Fund Balance Appropriated	\$49,265.29	
<b>Expenses</b>			
105100-502000	Salaries	\$37,679.00	
105100-505000	FICA	\$ 2,882.44	
105100-507000	LEO Retirement	\$ 4,935.95	
105100-507100	401K	\$ 1,883.95	
105100-509000	Worker's Compensation	\$ 1,883.95	

**This Budget Amendment is made to appropriate funds from fund balance appropriated throughout the Sheriffs expense lines for promotions received.**

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 February, 2023.**

\_\_\_\_\_  
Clerk to Board of Commissioners

\_\_\_\_\_  
Chair, Board of Commissioners

Attachment: Budget Amendment - Sheriff (Budget Amendment Request - Erin Burke)



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**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**New Business**

**Item Number:** 5.D  
**Meeting Date:** February 06, 2023

**Submitted By:** Kevin Jones,  
 Sheriff  
 Prepared by: Karen Davis

**Item Title** **Resolution 2023-02-01 Awarding of Badges and Sidearm to Rodney Meads**

**Attachments:** Resolution Awarding Rodney Meads Badges and Sidearm (DOCX)  
 NCGS 20-187.2 Badges and Service Side Arms of Deceased or Retiring Law Enforcement (PDF)

**Summary:**  
 It is the request of Sheriff Kevin Jones that the Board of Commissioners consider Resolution 2023-02-01, authorizing him to award retiring Colonel Rodney Meads his issued badges and sidearm in accordance with the provisions of North Carolina General Statute §20-187.2

**Recommendation:**  
 Approval.



**Resolution 2023-02-01**

**Resolution of the Camden County Board of Commissioners  
Honoring Colonel Rodney L. Meads, Chief Deputy  
for 23 Years of Law Enforcement Service and  
Awarding of His Issued Badges and Sidearm**

WHEREAS, Colonel Rodney L. Meads joined the Camden County Sheriff's Office and took the Oath of Office on 30 December 1999 as a Deputy, during which time he has served the citizens of Camden County with the highest level of dedication, commitment and integrity – all while upholding the rights of all in adherence to the Constitution of the State of North Carolina and the United States Constitution; and

WHEREAS, Colonel Rodney L. Meads' service and dedication to the Office of the Sheriff, The Camden County Sheriff's Office, the citizens of Camden County and his many accomplishments in the field of Law Enforcement during his 23 years of service are hereby recognized and commended; and

WHEREAS, North Carolina General Statute 20-187.2 provides that retiring deputies of the Camden County Sheriff's Office may receive, at the Sheriff's discretion, the issued sidearm of such retiring deputy at a price determined by the Board of Commissioners, and upon securing a permit as required by North Carolina General Statute 14-402 et seq.; and

WHEREAS, Colonel Rodney L. Meads has served as a member of the Camden County Sheriff's Office and is retired from the Camden County Sheriff's Office effective 1 March 2023.

NOW, THEREFORE BE IT RESOLVED by the Camden County Board of Commissioners as follows: Sheriff Kevin Jones is hereby authorized in accordance with the provisions of North Carolina General Statute 20-187.2, to allow the transfer to Colonel Rodney L. Meads the badges worn by him during his service with the Camden County Sheriff's Office and Sheriff Kevin Jones is hereby authorized in accordance with the provisions of North Carolina General Statute 20-187.2, to allow the transfer to Colonel Rodney L. Meads his issued service sidearm, a Glock 357 Model G31 - Serial # BKM277, upon the securing of permit as required by North Carolina General Statute 14-402; and upon paying the price of \$1.00.

BE IT FURTHER RESOLVED, the Camden County Board of Commissioners recognizes and thanks Colonel Rodney L. Meads for his dedicated service to Camden County and its citizens.

Adopted this 6<sup>th</sup> day of February, 2023.

ATTEST:

\_\_\_\_\_  
Tiffany White, Chair  
Camden County Board of Commissioners

\_\_\_\_\_  
Karen M. Davis  
Clerk to the Board of Commissioners

**§ 20-187.2. Badges and service side arms of deceased or retiring members of State, city, and county law enforcement agencies; weapons of active members.**

(a) Surviving spouses, or in the event such members die unsurvived by a spouse, surviving children of members of North Carolina State, city, and county law enforcement agencies killed in the line of duty or who are members of such agencies at the time of their deaths, and retiring members of such agencies shall receive upon request and at no cost to them, the badge worn or carried by such deceased or retiring member. The governing body of a law enforcement agency may, in its discretion, also award to a retiring member or surviving relatives as provided herein, upon request, the service side arm of such deceased or retiring members, at a price determined by such governing body, upon determining that the person receiving the weapon is not ineligible to own, possess, or receive a firearm under the provisions of State or federal law, or if the weapon has been rendered incapable of being fired. Governing body shall mean for county and local alcohol beverage control officers, the county or local board of alcoholic control; for all other law enforcement officers with jurisdiction limited to a municipality or town, the city or town council; for all other law enforcement officers with countywide jurisdiction, the board of county commissioners; for all State law enforcement officers, the head of the department.

(b) Active members of North Carolina State, city, and county law enforcement agencies, upon change of type of weapons, may purchase the weapon worn or carried by such member at a price which shall be the average yield to the State, city, or county from the sale of similar weapons during the preceding year.

(c) For purposes of this section, certified probation and parole officers shall be considered members of a North Carolina State law enforcement agency. (1971, c. 669; 1973, c. 1424; 1975, c. 44; 1977, c. 548; 1979, c. 882; 1987, c. 122; 2013-369, s. 19; 2016-77, s. 9(b); 2021-116, s. 1.3.)



# CAMDEN COUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### New Business

**Item Number:** 5.E  
**Meeting Date:** February 06, 2023  
**Submitted By:** Kevin Jones,  
 Sheriff  
 Prepared by: Karen Davis

**Item Title** **Resolution 2023-02-02**

**Attachments:** Resolution Awarding Scott Wentz Badges and  
 Sidearm (DOCX)  
 NCGS 20-187.2 Badges and Service Side Arms of  
 Deceased or Retiring Law  
 Enforcement (PDF)

### **Summary:**

It is the request of Sheriff Kevin Jones that the Board of Commissioners consider Resolution 2023-02-02, authorizing him to award retiring Deputy Scott Wentz his issued badges and sidearm in accordance with the provisions of North Carolina General Statute §20-187.2

### **Recommendation:**

Approval.



**Resolution 2023-02-02**

**Resolution of the Camden County Board of Commissioners  
Honoring Deputy Scott S. Wentz, School Resource Officer  
for Over 4 Years of Law Enforcement Service and  
Awarding of His Issued Badges and Sidearm**

WHEREAS, Deputy Scott S. Wentz joined the Camden County Sheriff's Office and took the Oath of Office on 8 August 2018, during which time he has served the citizens of Camden County with the highest level of dedication, commitment and integrity – all while upholding the rights of all in adherence to the Constitution of the State of North Carolina and the United States Constitution; and

WHEREAS, Deputy Scott S. Wentz's service and dedication to the Camden County Sheriff's Office, the citizens of Camden County and his accomplishments in the field of Law Enforcement during his over 4 years of service are hereby recognized and commended; and

WHEREAS, North Carolina General Statute 20-187.2 provides that retiring deputies of the Camden County Sheriff's Office may receive, at the Sheriff's discretion, the issued sidearm of such retiring deputy at a price determined by the Board of Commissioners, and upon securing a permit as required by North Carolina General Statute 14-402 et seq.; and

WHEREAS, Deputy Scott S. Wentz has served as a member of the Camden County Sheriff's Office and is retired from the Camden County Sheriff's Office effective 1 February 2023.

NOW, THEREFORE BE IT RESOLVED by the Camden County Board of Commissioners as follows: Sheriff Kevin Jones is hereby authorized in accordance with the provisions of North Carolina General Statute 20-187.2, to allow the transfer to Deputy Scott S. Wentz the badges worn by him during his service with the Camden County Sheriff's Office and Sheriff Kevin Jones is hereby authorized in accordance with the provisions of North Carolina General Statute 20-187.2, to allow the transfer to Deputy Scott S. Wentz his issued service sidearm, a Glock 357 Model G31 - Serial # BKM276, upon the securing of permit as required by North Carolina General Statute 14-402; and upon paying the price of \$1.00.

BE IT FURTHER RESOLVED, the Camden County Board of Commissioners recognizes and thanks Deputy Scott S. Wentz for his dedicated service to Camden County and its citizens.

Adopted this 6<sup>th</sup> day of February, 2023.

ATTEST:

\_\_\_\_\_  
Tiffany White, Chair  
Camden County Board of Commissioners

\_\_\_\_\_  
Karen M. Davis  
Clerk to the Board of Commissioners

**§ 20-187.2. Badges and service side arms of deceased or retiring members of State, city, and county law enforcement agencies; weapons of active members.**

(a) Surviving spouses, or in the event such members die unsurvived by a spouse, surviving children of members of North Carolina State, city, and county law enforcement agencies killed in the line of duty or who are members of such agencies at the time of their deaths, and retiring members of such agencies shall receive upon request and at no cost to them, the badge worn or carried by such deceased or retiring member. The governing body of a law enforcement agency may, in its discretion, also award to a retiring member or surviving relatives as provided herein, upon request, the service side arm of such deceased or retiring members, at a price determined by such governing body, upon determining that the person receiving the weapon is not ineligible to own, possess, or receive a firearm under the provisions of State or federal law, or if the weapon has been rendered incapable of being fired. Governing body shall mean for county and local alcohol beverage control officers, the county or local board of alcoholic control; for all other law enforcement officers with jurisdiction limited to a municipality or town, the city or town council; for all other law enforcement officers with countywide jurisdiction, the board of county commissioners; for all State law enforcement officers, the head of the department.

(b) Active members of North Carolina State, city, and county law enforcement agencies, upon change of type of weapons, may purchase the weapon worn or carried by such member at a price which shall be the average yield to the State, city, or county from the sale of similar weapons during the preceding year.

(c) For purposes of this section, certified probation and parole officers shall be considered members of a North Carolina State law enforcement agency. (1971, c. 669; 1973, c. 1424; 1975, c. 44; 1977, c. 548; 1979, c. 882; 1987, c. 122; 2013-369, s. 19; 2016-77, s. 9(b); 2021-116, s. 1.3.)



# CAMDEN COUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### New Business

**Item Number:** 5.F  
**Meeting Date:** February 06, 2023

**Submitted By:** Kevin Jones,  
 Sheriff  
 Prepared by: Karen Davis

**Item Title** **Resolution 2023-02-03 Awarding of Sidearm to Tony Perry**

**Attachments:** Resolution Awarding Tony Perry Sidearm  
 (DOCX)  
 NCGS 20-187.2 Badges and Service Side Arms of  
 Deceased or Retiring Law  
 Enforcement (PDF)

### **Summary:**

It is the request of Sheriff Kevin Jones that the Board of Commissioners consider Resolution 2023-02-03, authorizing him to award retired Sheriff Tony Perry his issued sidearm in accordance with the provisions of North Carolina General Statute §20-187.2

### **Recommendation:**

Approval.





**Resolution 2023-02-03**

**Resolution of the Camden County Board of Commissioners  
Honoring Retired Sheriff Tony E. Perry  
for Over 31 Years of Law Enforcement Service and  
Awarding of His Sidearm**

WHEREAS, Retired Sheriff Tony E. Perry joined the Camden County Sheriff's Office on 14 July 1986, during which time he served the citizens of Camden County with the highest level of dedication, commitment and integrity – all while upholding the rights of all in adherence to the Constitution of the State of North Carolina and the United States Constitution; and

WHEREAS, Retired Sheriff Tony E. Perry's service and dedication to the Office of the Sheriff, the Camden County Sheriff's Office, the citizens of Camden County and his many accomplishments in the field of Law Enforcement during his 31 years of service are hereby recognized and commended; and

WHEREAS, North Carolina General Statute 20-187.2 provides that retiring deputies of the Camden County Sheriff's Office may receive, at the Sheriff's discretion, the issued sidearm of such retiring deputy at a price determined by the Board of Commissioners, and upon securing a permit as required by North Carolina General Statute 14-402 et seq.; and

WHEREAS, Tony E. Perry served as a member of the Camden County Sheriff's Office and retired from the Camden County Sheriff's Office effective 1 March 2018.

NOW, THEREFORE BE IT RESOLVED by the Camden County Board of Commissioners as follows: Sheriff Kevin Jones is hereby authorized in accordance with the provisions of North Carolina General Statute 20-187.2, to allow the transfer to Tony E. Perry his issued service sidearm, a Glock 357 Model G32 - Serial # BHGY489, upon the securing of permit as required by North Carolina General Statute 14-402; and upon paying the price of \$1.00.

BE IT FURTHER RESOLVED, the Camden County Board of Commissioners recognizes and thanks Retired Sheriff Tony E. Perry for his dedicated service to Camden County and its citizens.

Adopted this the 6<sup>th</sup> day of February 2023.

ATTEST:

\_\_\_\_\_  
Tiffany White, Chair  
Camden County Board of Commissioners

\_\_\_\_\_  
Karen M. Davis  
Clerk to the Board of Commissioners

**§ 20-187.2. Badges and service side arms of deceased or retiring members of State, city, and county law enforcement agencies; weapons of active members.**

(a) Surviving spouses, or in the event such members die unsurvived by a spouse, surviving children of members of North Carolina State, city, and county law enforcement agencies killed in the line of duty or who are members of such agencies at the time of their deaths, and retiring members of such agencies shall receive upon request and at no cost to them, the badge worn or carried by such deceased or retiring member. The governing body of a law enforcement agency may, in its discretion, also award to a retiring member or surviving relatives as provided herein, upon request, the service side arm of such deceased or retiring members, at a price determined by such governing body, upon determining that the person receiving the weapon is not ineligible to own, possess, or receive a firearm under the provisions of State or federal law, or if the weapon has been rendered incapable of being fired. Governing body shall mean for county and local alcohol beverage control officers, the county or local board of alcoholic control; for all other law enforcement officers with jurisdiction limited to a municipality or town, the city or town council; for all other law enforcement officers with countywide jurisdiction, the board of county commissioners; for all State law enforcement officers, the head of the department.

(b) Active members of North Carolina State, city, and county law enforcement agencies, upon change of type of weapons, may purchase the weapon worn or carried by such member at a price which shall be the average yield to the State, city, or county from the sale of similar weapons during the preceding year.

(c) For purposes of this section, certified probation and parole officers shall be considered members of a North Carolina State law enforcement agency. (1971, c. 669; 1973, c. 1424; 1975, c. 44; 1977, c. 548; 1979, c. 882; 1987, c. 122; 2013-369, s. 19; 2016-77, s. 9(b); 2021-116, s. 1.3.)



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

**New Business**

**Item Number:** 5.G  
**Meeting Date:** February 06, 2023  
**Submitted By:** Erin Burke,  
 Administration  
 Prepared by: Karen Davis

**Item Title** "Year of the Trail" Proclamation

**Attachments:** Proclamation\_2023 Year of the Trail (DOCX)

**Summary:**

The Board of Commissioners will consider a Proclamation in support of *2023 Year of the Trail*.

**Mission:**

The North Carolina Year of the Trail campaign aims to showcase and celebrate North Carolina's trails, encouraging ongoing participation, investment, and development among locals and legislators.

**Purpose:**

Year of the Trail celebrates North Carolina's vast and diverse collection of trails and encourages all of us to recognize our role as champions of these special resources.

**Vision:**

The Great Trails State Coalition envisions a future in which each of the state's 100 counties experience the proven benefits of trails and advocate for their ongoing growth and development.

**Recommendation:**

Adoption.



**Proclamation of the Camden County Board of Commissioners  
2023 Year of the Trail**

WHEREAS, Camden County’s natural beauty is critical to its residents’ quality of life, health and economic wellbeing; and

WHEREAS, the trails that span across our community are an integral part of the recreational and transportation possibilities of our area and promote an enjoyment of scenic beauty by our residents and our visitors; and

WHEREAS, the parks, greenways, trails and natural areas in our community are welcoming to all and provide a common ground for people of all ages, abilities and backgrounds to access our rich and diverse natural, cultural, and historic resources; and

WHEREAS, Camden County’s natural assets and resources are integral to disaster recovery and resiliency to climate change for future generations; and

WHEREAS, Camden County’s over 48 miles of trails include local waterways for paddling, boardwalks, natural surface and paved greenways along local creeks, the Pasquotank River, historic Dismal Swamp Canal, Dismal Swamp State Park, and Camden County Parks & Recreation sites located throughout our communities providing a variety of recreational opportunities; and

WHEREAS, trails offer quality-of-life benefits to all as expressions of local community character and pride, as outdoor workshops for science education, as tools for economic revitalization, as free resources for health recreation, as accessible alternative transportation, and as sites for social and cultural events; and

WHEREAS, the North Carolina General Assembly designated 2023 as the *Year of the Trail* in North Carolina to promote and celebrate the state’s extensive network of trails that showcase our state’s beauty, vibrancy and culture; and

WHEREAS, North Carolina is known as the “Great Trails State.”

NOW, THEREFORE, the Camden County Board of Commissioners do hereby proclaim 2023 as the *Year of the Trail* in Camden County and comment its observance to all people.

Adopted this 6<sup>th</sup> day of February, 2023.

ATTEST:

\_\_\_\_\_  
Tiffany White, Chair  
Camden County Board of Commissioners

\_\_\_\_\_  
Karen M. Davis  
Clerk to the Board of Commissioners



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**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**New Business**

**Item Number:** 5.H  
**Meeting Date:** February 06, 2023  
**Submitted By:** Karen Davis, Clerk to the Board  
 Board of Commissioners  
 Prepared by: Karen Davis  
**Item Title** **Proclamation: 2023 March for Meals Month**  
**Attachments:** Proclamation - 2023 March for Meals Month  
 (DOCX)

**Summary:**

It is the request of Albemarle Commission Senior Nutrition Program staff that the Board of Commissioners consider the attached proclamation proclaiming March 2023 as the 21st Annual March for Meals Month.

**Recommendation:**

Approval.



## A PROCLAMATION PROCLAIMING MARCH 2023 AS THE 21<sup>st</sup> ANNUAL MARCH FOR MEALS MONTH

**WHEREAS**, on March 22, 1972, President Nixon signed into law a measure that amended the Older Americans Act of 1965 to include a national nutrition program for individuals 60 years and older.

**WHEREAS**, for more than five decades, this landmark law has helped to fund community-based organizations – like Meals on Wheels – and it is still the only federal program designed specifically to meet the nutritional and social needs of older adults.

**WHEREAS**, this year, Meals on Wheels programs from across the country are joining together for the March for Meals awareness campaign to celebrate its success and garner the support needed to ensure these critical programs can continue to address food insecurity and malnutrition, combat social isolation, enable independence and improve health for years to come.

**WHEREAS**, Meals on Wheels programs – both congregate and home-delivered, in North Carolina have served our communities admirably for 51 years for North Carolina; and

**WHEREAS**, volunteers for Meals on Wheels programs in **Camden County** are the backbone of the program and they not only deliver nutritious meals to seniors and individuals with disabilities who are at significant risk of hunger and isolation, but also caring concern and attention to their welfare; and

**WHEREAS**, Meals on Wheels programs in North Carolina provide nutritious meals to seniors throughout **Camden County** that help them maintain their health and independence, thereby helping to prevent unnecessary falls, hospitalizations and/or premature institutionalization; and

**WHEREAS**, Meals on Wheels programs in North Carolina provide a powerful opportunity for social connection for hundreds of seniors to help combat the negative health effects and economic consequences of loneliness and isolation; and

**WHEREAS**, Meals on Wheels programs in North Carolina deserve recognition for the heroic contributions and essential services they have provided amid the COVID-19 pandemic, inclement weather and other emergencies.

**WHEREAS**, the senior population is increasing substantially, and action is needed now to support local Meals on Wheels programs through federal, state and local funding; volunteering; donations; and raising awareness to ensure these vital services can continue to be delivered for years to come.

**NOW, THEREFORE, CAMDEN COUNTY**, does hereby proclaim March 2023 as a month celebrating Meals on Wheels and urge every community member to take this month to honor our senior nutrition programs, the individuals they serve and the volunteers who care for them. Our recognition of, and involvement in, the national March for Meals celebration can enrich our entire community and help combat senior hunger and isolation in America.

Dated this 6<sup>th</sup> day of February, 2023.

ATTEST:

\_\_\_\_\_  
Tiffney White, Chair  
Camden County Board of Commissioners

\_\_\_\_\_  
Karen M. Davis  
Clerk to the Board of Commissioners



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

**Board Appointments**

**Item Number:** 6.A  
**Meeting Date:** February 06, 2023

**Submitted By:** Sarah Hill,  
Dismal Swamp Welcome Center  
Prepared by: Karen Davis

**Item Title** **Tourism Development Authority**

**Attachments:**

**Summary:**

It is the request of Sarah Hill, Tourism Development Authority Chair, that Katherine Silverwood be appointed to the Camden County Tourism Development Authority.

**Recommendation:**

Approval.



# CAMDEN COUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Board Appointments

**Item Number:** 6.B

**Meeting Date:** February 06, 2023

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

**Item Title** **Senior Tar Heel Legislature**

**Attachments:** STHL Appointent Request\_McLain (PDF)

**Summary:**

It is the request of the Albemarle Commission Area Agency on Aging that Lynne McLain be reappointed to the Senior Tar Heel Legislature for an additional term.

**Recommendation:**

Approval.





December 29, 2022

Erin Burke, County Manager  
 County of Camden  
 PO Box 190  
 Camden, NC 27921

Dear Ms. Erin Burke,

CAMDEN  
 CHOWAN  
 CURRITUCK  
 DARE  
 GATES  
 HYDE  
 PASQUOTANK  
 PERQUIMANS  
 TYRRELL  
 WASHINGTON  
 COLUMBIA  
 CRESWELL  
 DUCK  
 EDENTON  
 ELIZABETH CITY  
 GATESVILLE  
 HERTFORD  
 KILL DEVIL HILLS  
 KITTY HAWK  
 MANTEO  
 NAGS HEAD  
 PLYMOUTH  
 ROPER  
 SOUTHERN SHORES  
 WINFALL

**Senate Bill 479 (G.S. 143 B-181.55)** enacted on July 24, 1993 authorized creation of the Senior Tar Heel Legislature to provide information and education to senior citizens on the legislative process and matters being considered by the NC General Assembly. This body of individuals is made of up a Delegate and Alternate from each of the 100 counties in the State of North Carolina. The STHL meets three (3) times per year within North Carolina to discuss and advocate for issues or legislation effecting the senior population in North Carolina, additionally, they receive updates from the Governor's office and the Division of Aging and Adult Services (DAAS) on special initiatives or programs throughout the state.

I am requesting that **Camden County** would reappoint Lynne McLain to continue serving on the Senior Tar Heel Legislature Delegate representing **Camden County**.

Travel expenses are paid by the county, which includes mileage, hotel stay for one night and meals, three times per year. The Area Agency on Aging will transport members from our Hertford office as needed. If this poses a problem for the county, please feel free to contact me to discuss further.

I hope that you will agree that Ms. McLain has served as a great advocate for older adults residing in your county. I am requesting that the Board of Commissioners consider reappointing Ms. McLain as the Senior Tar Heel Legislature Delegate for **Camden County** for a two-year term.

I truly believe that Ms. McLain would serve the county well in this capacity. Should you have any questions, please feel free to contact me via e-mail at [jwilson@accog.org](mailto:jwilson@accog.org) or via telephone at (252)426-8244.

Most sincerely,

Jasmine S. Wilson, Aging Program Contract Specialist  
 Albemarle Commission Area Agency on Aging

Attachment: STHL Appointment Request\_McLain (Senior Tar Heel Legislature)



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

**Consent Agenda**

**Item Number:** 7.A  
**Meeting Date:** February 06, 2023  
**Submitted By:** Karen Davis, Clerk to the Board  
 Board of Commissioners  
 Prepared by: Karen Davis  
**Item Title** **BOC Meeting Minutes**  
**Attachments:** boc-boeminutes\_120522 (DOCX)  
 bocminutes\_010323 (DOCX)

**Camden County Board of Commissioners  
Camden County Board of Education  
Joint Meeting  
December 5, 2022 – 12:30 PM  
Camden County Public Library**

**Reconvene Board of Commissioners**

A joint meeting of the Camden County Board of Commissioners and Camden County Board of Education was held in the Community Room of the Camden Public Library at 12:30 PM on December 5, 2022. The primary purpose of the meeting was to discuss the site and construction of the new high school. The Boards were reconvened from an earlier meeting by Board of Commissioners Chair Tiffney White and Board of Education Chair Jason Banks.

**Board Members Present**

Board of Commissioners: Chair Tiffney White, Vice Chair Ross Munro, Commissioners Randy Krainiak, Sissy Aydlett and Troy Leary.

Camden County Board of Education: Chair Jason Banks, Vice Chair Chris Purcell, Board Members Kevin Heath, Christian Overton and Magen O’Neal.

**Others Present**

Camden County – County Manager Erin Burke, County Attorney John Morrison, Clerk to the Board Karen Davis.

Camden County Schools – School Superintendent Dr. Joe Ferrell, Attorneys John Leidy and Johny Hallow, Administrative Assistant Anita Cuthrell.

**High School Facilities Discussion**

School Superintendent Dr. Joe Ferrell included the following concerning possible add backs to the construction plans for the new high school facility that were discussed at the November 22, 2022 work session of the Board of Education:

- Review of Building Design Options
  - Additional Classrooms
    - 10,500 square feet
    - Extension of classroom pod
    - 6 additional classrooms
    - 1 additional science lab
    - Shift of CTE wing square feet
    - Increase 154 students
  - CTE Revision
    - Adjustment of labs & classroom layout
    - Program remains the same
    - 6,100 square footage increase to meet DPI recommendations
  - Additional Early College Classrooms
    - 2,250 square feet
    - 2 additional classrooms
    - Increase 44 students
  - Auditorium
    - 240 seats 0 5,660 square feet
  - Auditorium
    - 400 seats – 7,100 square feet
  - Auxiliary Gymnasium
    - 6,500 square feet
    - Adjacent to athletics
    - Accessible from exterior for games & events

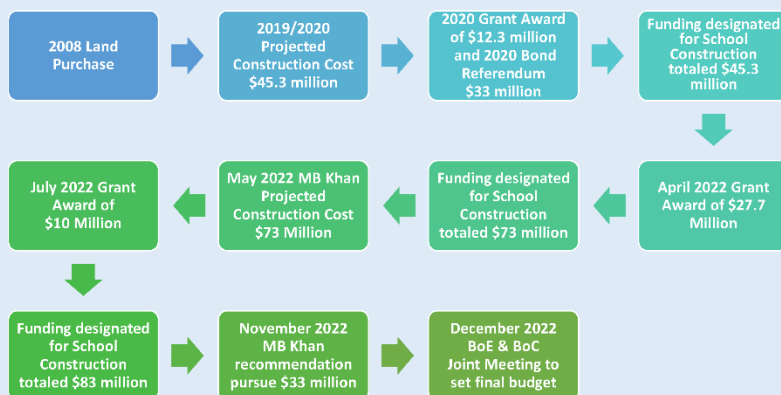
- Other Athletic Options
  - Field House (2,600 square feet)
  - Synthetic Turf Football Field
  - Track Surface Upgrade
- Next Steps as recommended by M.B. Kahn and Moseley Architects
  - Confirm additional property and complete due diligence.
  - Confirm the total project budget, including the addition \$10M in grant funds.
  - Confirm the final scope and release the team to proceed with Construction Documents development.
- Option Budgets
  - Classroom Addition
    - 10,500 square foot addition - \$5.4M
  - CTE Revision
    - 6,100 square foot addition - \$3.3M
  - Early College Addition
    - 2,250 square foot addition - \$1.4M
  - Auditorium
    - 240-seat (5,660 square feet) - \$5.0M
    - 400-seat (7,100 square feet) - \$5.9M
  - Auxiliary Gymnasium
    - 6,500 square foot addition - \$3.7M
    - With Dining Space / Stage Combo (total of 9600 square feet) - \$7.3M
  - Field House
    - 2,600 square foot addition - \$1.5M
  - Synthetic Turf Football Field
    - \$1.3M (Allowance)
  - Improved Track Surface
    - \$750,000 (Allowance)
  - Additional Site Development
    - \$1.5M

County Manager Erin Burke presented the following in regard to the budget for the new high school facility:



Attachment: boc-boeminutes\_120522 (BOC Meeting Minutes)

## Funding Time Line



## NC DPI Average School Cost Report

**2020** Two high schools constructed

Average Cost Per Square Foot = \$233.50

**2021** No new high school construction.

Cost for construction of Elementary/Middle Schools increased from \$215.43 per square foot to \$285.79 per square foot, a 32% increase.

Of note the Construction Financial Management Association calculated nonresidential construction increased 19.6% year over year in 2021, therefore the 32% used in this calculation may be higher than actual increases.

Apply this increase to the cost of construction for high schools, and that cost would have been approximately \$308.22 per square foot.

## NC DPI Average School Cost Report

**2022** No published data from DPI is available for 2022.

Using a 9% inflation figure, as that is a widely accepted rate of year over year inflation from 2021 to 2022 and using numbers from previous construction reporting in 2020 & 2021 projected cost per square foot for high school construction would be \$335.95.

Using a 19% cost increase year over year, the cost per square is \$366.78.

## Similar Project

### Alamance County

- 221,000 square feet
- 1,250 student capacity
- 1,500 core capacity

#### Completed project will include:

- Land acquisition
- Utilities to site
- School building construction of approximately 240,000 SF
- Athletic fields and associated buildings for concessions, ticketing, restrooms
- Parking and drives
- Stormwater measures (retention ponds, etc.)
- Survey
- Soil borings

#### Project Costs Include:

- Professional Fees
- Survey
- Soil borings
- Construction testing & inspections
- Furniture, Furnishings & Equipment Allowance
- Technology Allowance


**Project Budget \$67,012,616 or \$303.22 per square foot**

Source: <https://alamancecapitalprojects.com/new-high-school/>

## Projected Costs Before Add Backs

According to the May Project Numbers:

- Main Building: 120,231 sq. ft.
- Athletic Building: 2,491 sq. ft.
- Projected Budget :  
\$73,000,000.00 or  
\$594.84 per square foot



**Previous Project Budget**

New Camden County High School	
05.13.2022	
	Revised Budget
Building Construction	\$ 43,743,381
Site Development	\$ 5,212,086
Athletics Allowance	\$ 6,450,031
<b>Subtotal Construction Costs</b>	<b>\$ 55,405,498</b>
Design Fees	\$ 3,700,000
Other Costs	\$ 750,000
Furnishings Allowance	\$ 1,200,000
Technology Allowance	\$ 1,200,000
Owner Contingency	\$ 10,744,502
<b>Estimated Project Cost</b>	<b>\$ 73,000,000</b>

5%=\$3,112,775  
10%=\$6,225,550

MOSELEY CONSULTANTS M. B. Kahn Construction Co., Inc.

## Cost Discrepancies

DPI Projected Cost Per Square Foot : \$366.78 at 19% cost increase year over year

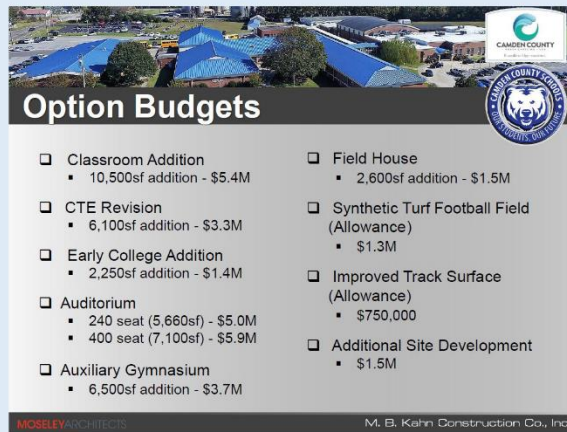
Alamance County Project Cost Per Square Foot: \$303.22

Camden County Project Cost Per Square Foot: \$594.84

Using a 19% cost increase year over year, the cost per square foot should be coming out to \$366.78. That is a difference of \$228.06 per square foot.

At that number the cost of the school, before “add backs” should be closer to \$45,012,196.06.

## Add Backs Projected Costs



**Option Budgets**

- Classroom Addition
  - 10,500sf addition - \$5.4M
- CTE Revision
  - 6,100sf addition - \$3.3M
- Early College Addition
  - 2,250sf addition - \$1.4M
- Auditorium
  - 240 seat (5,660sf) - \$5.0M
  - 400 seat (7,100sf) - \$5.9M
- Auxiliary Gymnasium
  - 6,500sf addition - \$3.7M
- Field House
  - 2,600sf addition - \$1.5M
- Synthetic Turf Football Field (Allowance)
  - \$1.3M
- Improved Track Surface (Allowance)
  - \$750,000
- Additional Site Development
  - \$1.5M

MOSELEY ARCHITECTS | M. B. Kahn Construction Co., Inc.

## Next Step

Set a budget based on current realities and factual projections.

Keeping in mind the cost associated with the high school will be carried by the tax payers and that it does not take into account future facility needs at the other school campuses.

## Next Step

Presuming another 19% increase in the cost of construction between now and start of construction, although it appears the market has and will continue to cool significantly, the cost per square foot would be **\$436.37**. This would bring 122,722 square foot structure in around **\$53,564,250.44**

Using the same cost assumption the additional costs for some of the instructional Add Backs are as Follows:

Classroom Addition: **\$4,582,916.10**

CTE Revision: **\$2,661,857.00**

Early College: **\$981,832.50**

**Total Projected Cost for the current structure and the instructional based Add Backs: \$61,790,856.00**

After a brief discussion Board of Education member Christian Overton made a motion to formally request M.B. Kahn to provide a detailed itemized budget for the construction of the new high school to be presented to the Board of Education or its officers by December 20, 2023. The motion was seconded by Kevin Heath.

Commissioner Ross Munro requested that “per square foot” be included in the request.

The motion passed with five Board of Education members voting aye, no member voting no and no members absent.

Board of Education member Kevin Heath requested that M.B. Kahn also look at the new school in Alamance County and offer insight on the comparison. Commissioner Munro requested that the information be provided to both the Board of Education and Board of Commissioners.

**Working Group Discussion**

Brief discussion took place on forming a ‘working group’ of representatives from each board to discuss not only the new high school, but future facility needs, budget needs, etc. Attorney Leidy stated that it not be a formally appointed committee but rather an informal opportunity for key personnel to follow up with the construction manager, for example. County Manager Burke requested that the two Board chairs discuss and advise the way forward.

**Strategic Facility Planning / Future Facility Needs**

Dr. Ferrell stated that while no final decisions have been made, preliminary discussion is taking place in regard to the possibility of the relocation of some of the grade levels to different buildings. The emphasis is on getting young students out of mobile units. Dr. Ferrell recommended applying for grant funds as soon as the County is eligible.

There was brief discussion in regard to looking at FEMA disaster relief facility possibilities.

There being no further matters for discussion, Chair White adjourned the Board of Commissioners.

Chris Purcell made a motion to adjourn the Board of Education. The motion was seconded by Kevin Heath. The vote pass unanimously with all members voting aye and no member voting no. Chair Banks adjourned the Board of Education.

The meeting adjourned at 2:14 PM.

\_\_\_\_\_  
Tiffney White, Chair  
Camden County Board of Commissioners

\_\_\_\_\_  
Karen M. Davis  
Clerk to the Board of Commissioners

Attachment: boc-boeminutes\_120522 (BOC Meeting Minutes)



Camden County Board of Commissioners  
January 3, 2023  
Regular Meeting – 7:00 PM  
Camden Public Library Boardroom  
118 Hwy 343 North

MINUTES

A Regular Meeting of the Camden County Board of Commissioners was held on January 3, 2023 in the boardroom of the Camden Public Library in Camden, North Carolina.

**WELCOME & CALL TO ORDER**

The meeting was called to order by Chair Tiffney White at 7:00 PM. Also Present: Vice Chair Ross Munro, Commissioners Randy Krainiak, Sissy Aydlett and Troy Leary. Administration Staff Present: County Manager Erin Burke and Clerk to the Board Karen Davis.

**INVOCATION & PLEDGE OF ALLEGIANCE**

Pastor Boyce Porter gave the invocation and the Board led in the Pledge of Allegiance.

**ITEM 1. CONSIDERATION OF AGENDA**

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The agenda was amended to remove Item 3.A. due to the employee’s unavailability to attend the meeting.

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

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Sissy Aydlett
<b>AYES:</b>	Tiffney White, Ross Munro, Randy Krainiak, Sissy Aydlett, Troy Leary

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

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

**ITEM 3. PRESENTATIONS**

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- A. ~~Employee Recognition – Beverly Fonville~~ – Removed.
- B. Introduction of Shoshin Technologies – Erin Burke  
Representatives from Shoshin Technologies were unable to attend.
- C. Audit Presentation – Greg Adams with Thompson, Price, Scott & Adams presented the FY 2021-2022 audit, which is available for public inspection in the Camden County Finance Office.

**ITEM 4. PUBLIC COMMENTS**

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Mr. Rodney Needham of Sandy Hook Road addressed the Board with concerns in regard to his desire to open a produce and ice cream stand on the property of his restaurant located at 101 Taylor’s Lane. He referenced letters received from the County but stated he was uncertain as to specifically why his request for a permit was denied. Mr. Needham stated that he would like for the Board to approve a variance so that he can proceed with his plans.

Chair White stated that the Board would look into the matter.

**ITEM 5. OLD BUSINESS**

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- A. Commissioner Advisory Board Appointments

Attachment: bocminutes\_010323 (BOC Meeting Minutes)

The following list of commissioner appointments tabled from the December meeting for further review was presented as assigned and submitted by the Chair.

- 911 Central Communications – Sissy Aydlett
- Albemarle Commission Board of Delegates – Tiffney White, Sissy Aydlett (alternate)
- Albemarle District Jail – Ross Munro
- Albemarle Regional Health Board – Sissy Aydlett
- Albemarle Rural Conservation & Development Council – Troy Leary
- Albemarle Rural Planning Organization – Ross Munro, Troy Leary (alternate)
- Camden Economic Development Commission – Randy Krainiak
- Chamber of Commerce (Elizabeth City) – Ross Munro
- Dismal Swamp Park Advisory Committee – Tiffney White
- Home & Community Block Grant – Randy Krainiak
- Juvenile Crime Prevention Council – Randy Krainiak
- Library Board of Trustees – Ross Munro
- Northeastern Workforce Development Consortium – Tiffney White
- Parks & Recreation Advisory Board – Troy Leary
- Pasquotank-Camden EMS Board – Tiffney White & Sissy Aydlett
- Public Safety Organization – Troy Leary
- Senior Advisory Board – Tiffney White
- Social Services Board – Randy Krainiak
- SPCA Advisory Board – Troy Leary
- Tourism Development Authority – Ross Munro

**ITEM 6. NEW BUSINESS**

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A. Tax Report – Lisa Anderson

<u>MONTHLY REPORT OF THE TAX ADMINISTRATOR TO THE CAMDEN COUNTY BOARD OF COMMISSIONERS</u>		
<u>OUTSTANDING TAX DELINQUENCIES BY YEAR</u>		
<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2021	144,247.41	9,297.24
2020	58,802.74	4,025.11
2019	29,069.03	2,299.04
2018	19,075.08	1,084.40
2017	12,052.00	1,493.43
2016	8,030.49	1,159.66
2015	6,661.95	628.26
2014	8,990.89	969.00
2013	6,510.87	4,618.93
2012	5,558.29	7,113.98

Attachment: bocminutes\_010323 (BOC Meeting Minutes)

TOTAL REAL PROPERTY TAX UNCOLLECTED	298,998.75
TOTAL PERSONAL PROPERTY UNCOLLECTED	32,689.05
TEN YEAR PERCENTAGE COLLECTION RATE	99.60%
COLLECTION FOR 2022 vs. 2021	2,080.82 vs. 8,018.42
<b>LAST 3 YEARS PERCENTAGE COLLECTION RATE</b>	
2021	98.40%
2020	99.21%
2019	99.60%

<b>EFFORTS AT COLLECTION IN THE LAST 30 DAYS</b>	
ENDING November 2022	
BY TAX ADMINISTRATOR	
43	NUMBER DELINQUENCY NOTICES SENT
44	FOLLOWUP REQUESTS FOR PAYMENT SENT
2	NUMBER OF WAGE GARNISHMENTS ISSUED
3	NUMBER OF BANK GARNISHMENTS ISSUED
27	NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR TO DELINQUENT TAXPAYER
0	NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)
0	PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF TAX ADMINISTRATOR
0	NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO COUNTY ATTORNEY
0	NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR COLLECTION (I.D. AND STATUS)
0	REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS
0	NUMBER OF JUDGMENTS FILED

Attachment: bocminutes\_010323 (BOC Meeting Minutes)

30 Largest Unpaid – Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	01-8929-00-34-2503.0000	8,338.03	1	STONEBRIAR COMMERCIAL FINANCE	SOUTH MILLS	
R	02-8943-01-17-4388.0000	7,745.40	1	THOMAS REESE	CAMDEN	301 JAPONICA DR
R	01-7989-00-01-1714.0000	6,166.42	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8943-03-77-8567.0000	6,125.36	1	JTW B, LLC	SHILOH	DAILEY RD
R	03-8971-00-23-2253.0000	6,036.09	1	ABODE OF CAMDEN, INC.	SHILOH	187 C THOMAS POINT RD
R	02-8934-01-18-8072.0000	5,795.45	1	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	02-8935-02-66-7053.0000	5,639.72	1	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	01-7979-00-61-7358.0000	4,906.97	1	BERT LLC	SOUTH MILLS	HORSESHOE RD
R	01-7999-00-62-3898.0000	4,705.66	1	MICHAEL ASKEW	SOUTH MILLS	257 A OLD SWAMP RD
R	02-8934-01-29-4617.0000	4,687.31	1	JAMES B SEYMOUR ETAL	CAMDEN	112 158 US W
R	02-8945-00-41-2050.0000	4,614.77	1	LASALLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	03-8962-00-05-0472.0000	4,590.46	1	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	03-8943-02-75-4196.0000	4,471.07	1	SHERRILL M PRICE JR	SHILOH	115 COOKS LANDING RD
R	03-8972-00-54-4332.0000	4,328.17	1	GILBERT WAYNE OVERTON &	SHILOH	1330 343 HWY S
R	02-8916-00-39-5170.0000	4,144.46	1	DONALD RAY JONES	CAMDEN	670 343 HWY N
R	03-9809-00-24-8236.0000	3,948.55	1	GENE W IRBY	SHILOH	503 SAILBOAT RD
R	03-8973-00-53-0748.0000	3,727.87	1	MORRIS L. RIGHT III	SHILOH	142 STANLEY LN
R	02-8954-00-43-8538.0000	3,614.32	1	BILLY ROSS FEREBEE	CAMDEN	237 PALMER RD
R	03-8965-00-37-4242.0000	3,268.68	1	WANDA H WELLS	SHILOH	104 HIGH RD
R	02-8934-04-72-0416.0000	3,235.88	1	PAULINE JETTE	CAMDEN	238 COUNTRY CLUB RD
R	03-8962-00-67-1021.0000	2,912.38	1	CECIL BARNARD HEIRS	SHILOH	WICKHAM RD
R	02-8943-01-06-9013.0000	2,880.31	1	JEWEL H. DAVENPORT	CAMDEN	WINDY HEIGHTS DR
R	03-8969-00-17-3955.0000	2,853.28	1	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	03-8961-00-68-3593.0000	2,835.12	1	EDWARD LANE MOORE	SHILOH	169 RAYMONS CREEK RD
R	02-8936-00-23-4750.0000	2,769.92	1	AARON DARNELL CHAMBLEE ET AL	CAMDEN	LAMBS RD
R	03-8899-00-45-2682.0000	2,766.66	10	SEAMARK, INC	SHILOH	HOLLY RD
R	03-8990-00-17-3955.0000	2,710.50	1	KARLA L ANCOCK	SHILOH	100 CATALAN DR
R	02-8934-03-31-9750.0000	2,423.40	1	CAROLYN MCDANIEL	CAMDEN	195 COUNTRY CLUB RD
R	01-7030-00-92-5561.0000	2,385.09	1	MAINSTAY CONSTRUCTION, INC	SOUTH MILLS	GENERAL'S WAY
R	01-7989-04-60-1711.0000	2,303.21	1	JAMES GLEN GRIFFIN	SOUTH MILLS	110 BLOODFIELD RD

30 Oldest Unpaid – Real

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	6,166.42	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8962-00-04-3097.0000	10	2,912.38	RECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8962-00-37-4242.0000	10	2,853.28	SARA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	03-8899-00-45-2682.0000	10	2,766.66	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8952-00-95-8737.0000	10	2,151.92	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	10	2,077.02	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	01-7998-00-91-0179.0001	10	1,984.13	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	03-8943-04-93-8214.0000	10	1,892.64	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7999-00-12-8596.0000	10	1,879.21	MOSS MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7991-00-64-6569.0000	10	1,809.53	LARENCE D. TURNER JR.	SOUTH MILLS	STINGY LN
R	01-7080-00-62-1977.0000	10	1,157.52	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	02-8936-00-24-7426.0000	10	851.94	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	01-7989-04-60-1568.0000	10	847.68	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7998-00-13-7846.0000	10	827.30	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	01-7090-00-60-5052.0000	10	814.52	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFIN RD
R	01-7989-04-90-0938.0000	10	765.22	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	03-8809-00-24-6322.0000	10	667.69	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	02-8955-00-13-7846.0000	10	595.88	MARIE MERCER	CAMDEN	IVY NECK RD
R	03-8899-00-36-1568.0000	10	463.73	PETER BUTSVAUGE	SHILOH	HIBISCUS RD
R	03-8962-00-55-5300.0000	10	427.31	OCTAVIA COPELAND HEIRS	SHILOH	457 NECK RD
R	03-8980-00-61-1968.0000	10	381.59	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	03-8980-00-64-6569.0000	10	303.70	RODNEY STEVEN SPIVEY &	SHILOH	SAILBOAT RD
R	01-7090-00-95-5262.0000	10	297.16	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-8809-00-66-0120.0000	10	286.40	RANDELL CRIDER	SHILOH	SAILBOAT RD
R	03-8980-00-84-0931.0000	10	285.84	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
R	02-8936-00-25-7407.0000	10	365.94	CHARIE RUDOLPH CHAMBLEE	CAMDEN	BOURBON ST
R	03-8909-00-45-1097.0000	10	203.59	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	03-8962-00-60-7648.0000	10	189.72	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD
R	03-8899-00-37-0046.0000	10	149.93	ELIZABETH LONG	SHILOH	HIBISCUS RD
R	03-8909-00-17-2462.0000	10	138.36	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD

30 Largest Unpaid – Personal

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001709	1,207.54	5	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0000295	1,126.07	3	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0002941	1,083.89	10	BARKER'S TRUCKING, INC	SHILOH	108 SASSAFRAS LN
P	0001046	562.79	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	534.66	10	PAM BUNDY	SHILOH	105 AARON DR
P	0000297	522.02	1	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0001721	457.37	1	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD
P	0001230	411.11	10	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0003721	396.00	1	JIMMY'S TRUCKING & HAULING LLC	CAMDEN	127 TRAFONT RD
P	0003192	382.04	1	ROBERT JESSE-ALDERMAN HUDGINS	CAMDEN	409 343 HWY N
P	0003539	365.94	10	BENNY FARRELL TUCKER	ELIZABETH CITY	152 158 US W
P	0001538	311.90	10	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0003501	310.39	1	DIANE L. NOBLE	CAMDEN	152 158 US W
P	0000738	307.42	10	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001694	282.06	1	JULIE PORTER	CAMDEN	431 158 US W
P	0003537	279.87	1	NATHAN MARC SEBURA	CAMDEN	343 HWY N
P	0003208	271.52	1	RICKY W JOHNSON	CAMDEN	113 PALMER RD
P	0003075	255.21	1	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD
P	0000945	243.90	10	RAMONA P. TRZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0001694	241.65	10	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	238.91	10	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0003773	231.08	1	SEVAN NERO BARTLETT	CAMDEN	197 HERMAN ARNOLD RD
P	0002435	228.97	1	IYV MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0002902	222.92	1	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0001106	203.87	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0003715	202.13	1	CHARLES CHANNING ROTEN	SOUTH MILLS	302 158 HWY N
P	0003902	201.52	1	SCOTT D RASY	SOUTH MILLS	403 BECHNUT WAY
P	0002442	200.37	5	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS AVE
P	0003907	198.18	1	PAUL DAVID RUSSELL	SOUTH MILLS	114 OTTERS PL
P	0003512	197.49	1	WILLIAM ANTHONY POPE JR	CAMDEN	214 SMITH DR

30 Oldest Unpaid – Personal

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001709	1,207.54	10	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0001046	562.79	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	534.66	10	PAM BUNDY	SHILOH	105 AARON DR
P	0001230	411.11	10	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001538	311.90	10	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0000738	307.42	10	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001694	282.06	10	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001827	238.91	10	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0001106	203.87	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0002255	148.15	10	KAREN BUNDY	CAMDEN	431 158 US W
P	0000770	134.40	6	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000385	121.17	6	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
P	0002921	120.68	6	MARK SANDERS OVERMAN	SHAWBORO	116 GARRINGTON ISLAND
P	0000945	120.68	6	CYNTHIA MAR ELAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0002442	200.37	5	RAMONA P. TRZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0002468	178.15	5	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0002968	165.22	5	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
P	0001150	136.43	5	MICHAEL WILLIAM MAINELLO	SOUTH MILLS	237 KESTER BARN RD
P	0001689	125.28	5	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0002902	122.92	4	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
P	0002937	122.92	4	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0001512	122.92	4	JOHN WESLEY BURGESS, JR.	CAMDEN	431 158 US W
P	0003559	122.92	3	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0003501	310.39	3	BENNY FARRELL TUCKER	ELIZABETH CITY	152 158 US W
P	0003513	282.06	3	DIANE L. NOBLE	CAMDEN	152 158 US W
P	0003075	255.21	3	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD
P	0003415	228.97	3	IYV MIRANDA BOGUES	CAMDEN	431 158 US W
P	0003561	177.03	3	MICHAEL DWAYNE UNDERWOOD	CAMDEN	131 WHITE CEDAR LN
P	0003414	132.83	3	EDWARD A. BILL	CAMDEN	152 158 US W

Motion to approve the Tax Report as presented.

**RESULT:** PASSED [5-0]  
**MOVER:** Ross Munro  
**AYES:** Tiffney White, Ross Munro, Randy Krainiak, Sissy Aydlett, Troy Leary

B. Animal Control & Protection Ordinance

Mr. Frank Eason, speaking on behalf of the Potentially Dangerous Dog Appeals Board, presented the following recommended changes to the Animal Control & Protection Ordinance:

1. General Statute 67-4.1 - Definitions and Procedures

There are basically two (2) elements that have to be met to determine a dog dangerous. For “potentially” dangerous dogs, there are several elements – five (5), to be exact, that can be used to determine a dog potentially dangerous. However, only one of the 5 is needed.

2. County Ordinance 93.61 – Declaration of Dangerous or Potentially Dangerous Dog

In our county ordinance, there are five (5) elements we can use to determine if a dog is dangerous or potentially dangerous. However, punishment for either declaration is the same.

Changes Requested:

- Change stating that “more than one element is needed to decide on a dog or two (2) reported incidents on a particular dog or substantial injury must be present before a determination of status on a dog can be made.
- The board be given the authority to “modify” or “change” containment provisions set forth ni the County Ordinance 93.62 if the dog has only been deemed a “potentially” dangerous dog. As it stands now, 93.62 has the same provisions established whether a dog is deemed dangerous or potentially dangerous. There are some differences.
- That every case ruled on be reviewed in a minimum of three (3) years to determine if any modification can be made to the existing containment restriction imposed by this board if the dog in question has been without any further incident.

Mr. Eason stated that there is a need on the board for a moderator as well as a recorder. He added that the board would like to meet jointly with the Board of Commissioners to discuss the requested changes to the ordinance.

**Motion to authorize the County Manager to work in consultation with the County Attorney and the Sheriff to review the requested changes and report back to the board with recommendations.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Ross Munro
<b>AYES:</b>	Tiffney White, Ross Munro, Randy Krainiak, Sissy Aydlett, Troy Leary

**ITEM 7. BOARD APPOINTMENTS**

- A. Planning Board – Appointment of Tom White and David Bundy.
- B. Board of Adjustment – Appointment of Tom White and Briant Robey

**Motion to approve the board appointments as presented.**

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Ross Munro
<b>AYES:</b>	Tiffney White, Ross Munro, Randy Krainiak, Sissy Aydlett, Troy Leary

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

Chair White 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.**

**RESULT:** PASSED [5-0]  
**MOVER:** Ross Munro  
**AYES:** Tiffney White, Ross Munro, Randy Krainiak, Sissy Aydlett, Troy Leary

New Business

A. Monthly Report – Chuck Jones

*South Camden Water & Sewer Board*  
*Monthly Work Order Statistics Report*  
 Period: November 2022

	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
Water/Distribution	76	76	100%	0
Sewer/Collection	0	0	100%	0

New Services installed: 2

Locates:

- Water Line: 76
- Sewer Line: 5
- Water & Sewer, same ticket: 8
- Hydrant flow test: 6

Public Works Director Notes/Comments:

Ten work orders have been reviewed for accuracy.

Water treated at the water treatment plant in November: 14 053 760 gallons

Daily average water usage for November: 468 459 gallons

Current treatment capacity at the water treatment plant: 720 000

**2022 High Service Pump Flows**

Month	Monthly Total	Average Daily Use
January 2022	13,953,480	.450,112
February 2022	12,060,970	.430,749
March 2022	15,633,430	.504,304
April 2022	15,880,820	.529,361
May 2022	17,173,570	.553,986
June 2022	17,025,900	.567,530
July 2022	16,539,150	.533,521
August 2022	16,048,500	.517,694
September 2022	15,594,140	.519,805
October 2022	14,918,470	.481,241
November 2022	14,053,760	.468,459
December 2022		
Yearly Totals		

Attachment: bocminutes\_010323 (BOC Meeting Minutes)

2022 SMWA USAGE												
Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	144,900	172,000	140,200	153,634	279,000	194,300	202,100	167,700	160,800	149850	148300	
2	144,900	139,600	125,000	153,633	185,300	173,600	202,100	368,600	167,300	149850	127100	
3	159,600	151,000	130,600	153,633	170,500	195,134	202,100	181,200	167,300	139500	129800	
4	161,500	162,167	149,000	161,200	139,000	195,133	183,900	162,000	167,300	141100	145100	
5	131,500	162,167	149,000	153,700	139,000	195,133	158,800	161,267	205,100	122500	145100	
6	136,200	162,167	149,000	124,800	148,434	177,100	163,000	161,267	147,000	149400	145100	
7	130,734	46,500	143,600	141,800	148,433	178,700	24,600	161,267	96,340	133034	135000	
8	130,733	35,800	144,900	149,000	148,433	156,600	118,567	176,100	96,340	133033	156300	
9	130,733	32,300	120,400	149,000	150,100	196,000	118,567	186,700	96,340	133033	106000	
10	66,220	35,300	153,900	149,000	155,900	185,434	118,567	198,500	96,340	164700	153100	
11	34,500	36,634	138,434	145,000	139,600	185,433	165,800	140,300	96,340	141500	137100	
12	25,500	36,633	138,433	149,300	133,800	185,433	157,100	155,300	143,600	138000	137100	
13	129,800	36,633	138,433	146,500	159,067	190,200	147,300	155,300	156,700	124000	137100	
14	41,467	138,500	146,600	135,300	159,067	163,600	158,500	155,300	138,900	138667	139500	
15	41,467	140,500	95,600	163,100	159,067	161,000	135,533	126,900	149,400	138667	135000	
16	41,466	131,000	202,400	163,100	175,600	145,000	135,533	158,500	169,667	138667	108500	
17	4,280	35,300	138,100	163,100	168,000	204,300	135,533	149,200	169,666	130500	128700	
18	40,300	3,844	149,700	142,600	191,700	204,300	0	160,100	169,666	199800	142000	
19	105,400	3,843	149,700	141,200	181,000	204,300	214,400	148,000	142,600	147000	142000	
20	109,000	3,843	149,700	136,700	221,700	193,200	144,700	148,000	193,800	146300	142000	
21	156,234	38,200	140,500	132,400	221,700	187,600	164,000	148,000	133,700	145100	139400	
22	156,233	40,500	142,100	180,700	221,700	136,000	196,867	145,200	149,600	145100	145000	
23	156,233	165,900	121,500	180,700	191,400	131,900	196,867	151,500	155,767	145100	143900	
24	139,400	133,500	118,400	180,700	156,300	184,834	196,867	136,000	155,767	117000	153100	
25	126,300	136,634	150,334	178,800	137,100	184,833	162,800	154,000	155,767	151900	142167	
26	145,200	136,633	150,333	160,600	146,900	184,833	170,500	172,667	146,000	122000	142167	
27	87,590	136,633	150,333	145,500	164,367	164,700	139,300	172,667	160,000	118300	142166	
28	151,867	138,000	142,400	161,500	164,367	171,000	157,900	172,667	133,300	142066	138000	
29	151,867		136,300	139,650	164,367	178,400	173,233	178,600	137,800	142066	135000	
30	151,866		122,600	139,650	231,900	210,600	173,233	121,900	137,800	142067	114400	
31	166,100		148,200		196,500		173,233	146,500		132400		
TOTAL	3,499,090	2,591,731	4,375,700	4,575,500	5,349,302	5,418,600	4,791,500	5,121,202	4,396,000	4,362,200	4,135,200	
Average	112,874	92,562	141,152	152,517	172,558	180,620	154,565	165,200	146,533	140,716	137,840	
Maximum	166,100	172,000	202,400	180,700	279,000	210,600	214,400	368,600	205,100	199,800	156,300	

SOUTH CAMDEN WATER & SEWER BOARD MONTHLY WATER STATISTICS REPORT										
Date	Work Orders Submitted	Percentage Complete	Uncompleted	Water / Distribution	Sewer / Collection	Water Locates	Sewer Locates	Water /Sewer Locate	Hydrant Flow Test	New Svc Installed
2021										
Sept	120	100%	0%	119	1	77	15	0	0	3
Oct	95	100%	0%	93	0	64	15	2	0	0
Nov	72	100%	0%	72	0	37	0	2	0	2
Dec	86	100%	0%	85	1	43	8	7	0	0
2022										
Jan	90	100%	0%	89	1	96	6	6	0	0
Feb	108	100%	0%	108	0	73	5	4	0	0
March	90	100%	0%	89	1	64	7	6	0	1
April	82	100%	0%	81	1	74	13	4	0	5
May	95	100%	0%	94	1	58	11	2	0	1
June	127	100%	0%	126	1	87	8	4	0	2
July	121	100%	0%	120	1	73	13	11	0	1
August	129	100%	0%	128	1	39	6	5	3	1
Sept	96	100%	0%	95	1	82	10	4	8	0
Oct	84	100%	0%	84	0	110	8	7	5	1
Nov	76	100%	0%	76	0	76	5	8	6	2

Attachment: bocminutes\_010323 (BOC Meeting Minutes)

SOUTH CAMDEN WATER & SEWER DISTRICT MONTHLY WATER REPORT													
month	active meters	work orders	locates	new serv	gallons sold	tap fees	total collected	gallons sold	sewer collected	sewer cust	gallons sold	sewer collected	sewer cust
					meters water			meters sewer	Core	Core	meters sewer	S. Mills	S. Mills
<b>2021</b>													
January	2,229	102	107	1	14,409,048	\$8,000.00	\$129,184.92	527,020	\$7,987.76	54	291,760	\$3,098.79	88
February	2,232	87	108	3	12,472,543	\$28,000.00	\$160,585.13	551,050	\$8,593.99	54	228,970	\$3,738.52	89
March	2,240	86	152	1	12,047,251	\$12,000.00	\$150,411.28	503,510	\$8,656.06	54	208,440	\$3,597.83	89
April	2,251	65	139	5	14,759,968	\$66,833.00	\$192,635.30	565,960	\$9,257.62	54	201,240	\$3,348.69	89
May	2,256	88	115	2	15,271,509	\$4,000.00	\$141,268.11	617,470	\$9,195.13	54	322,120	\$3,572.33	90
June	2,261	101	92	2	15,376,790	\$4,000.00	\$153,214.83	523,050	\$9,215.37	54	261,700	\$3,274.74	89
July	2,272	87	104	0	14,246,240	\$98,967.00	\$243,922.11	500,330	\$9,368.09	54	236,290	\$3,936.63	90
August	2,276	89	125	4	17,838,990	\$4,000.00	\$139,706.73	531,930	\$7,445.29	54	455,480	\$4,238.87	90
September	2,283	120	92	3	13,813,320	\$16,000.00	\$174,303.27	619,170	\$7,978.48	54	418,660	\$3,268.90	90
October	2,287	95	81	0	14,815,201	\$0.00	\$127,114.75	1,196,860	\$9,904.44	54	315,360	\$3,746.87	90
November	2,293	72	39	2	13,763,517	\$3,500.00	\$145,643.68	770,130	\$16,643.68	54	264,430	\$6,370.61	90
December	2,298	86	58	0	13,930,906	\$0.00	\$145,160.49	761,500	\$12,600.22	54	286,870	\$4,002.82	89
<b>2022</b>													
January	2,298	90	108	0	13,739,659	\$4,000.00	\$136,306.83	555,880	\$11,704.03	55	244,676	\$3,781.90	89
February	2,299	108	82	0	12,108,415	\$2,500.00	\$135,512.42	589,080	\$9,851.08	55	234,674	\$3,980.47	89
March	2,275	90	77	1	12,047,251	\$65,667.00	\$194,073.56	503,510	\$7,234.28	54	237,641	\$3,557.94	87
April	2,320	82	91	5	22,574,098	\$8,000.00	\$117,609.55	716,960	\$10,988.75	54	257,949	\$3,588.01	88
May	2,328	95	71	1	13,617,980	\$16,000.00	\$160,306.33	674,480	\$13,045.03	54	269,770	\$3,335.55	89
June	2,334	126	91	2	16,466,975	\$35,700.00	\$166,905.67	624,410	\$8,810.69	56	267,930	\$3,404.49	88
July	2,339	121	97	1	16,136,579	\$500.00	\$142,712.18	542,530	11,113.40	56	253,630	\$3,135.85	91
August	2,345	129	50	1	14,628,312	\$4,300.00	\$155,258.49	523,100	\$8,497.51	56	280,139	\$4,187.02	91
Sept	2,346	96	96	0	15,285,732	\$8,000.00	\$149,488.63	2,346	\$8,986.17	56	293,411	\$3,618.25	91
Oct	2,349	84	125	1	14,538,209	\$16,300.00	\$159,619.57	738,250	\$10,157.62	56	312,640	\$3,676.01	90
Nov	2,351	76	89	2	13,309,510	\$12,200.00	\$154,779.18	777,510	\$10,759.43	56	282,225	\$4,064.97	90

Mr. Jones also gave an update on the water main break that had taken place earlier in the day.

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

**RESULT:** PASSED [5-0]  
**MOVER:** Ross Munro  
**AYES:** Tiffney White, Ross Munro, Randy Krainiak, Sissy Aydlett, Troy Leary

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

**RESULT:** PASSED [5-0]  
**MOVER:** Ross Munro  
**AYES:** Tiffney White, Ross Munro, Randy Krainiak, Sissy Aydlett, Troy Leary

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

**ITEM 8. CONSENT AGENDA**

- A. BOC Meeting Minutes – December 5, 2022
- B. Budget Amendments

Attachment: bocminutes\_010323 (BOC Meeting Minutes)



2022-23-BA023  
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>			
41360530-434815	State Grant	\$29,985	
<b>Expenses</b>			
415300-574108	Grant Equipment	\$29,985	


This Budget Amendment is made to appropriate additional funds from NCDOT monies to expenses.

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 3<sup>rd</sup> day of January, 2023.

*Karen M. Davis*      *Tiffany L. Cole*  
Clerk to Board of Commissioners      Chair, Board of Commissioners



2022-23-BA024  
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>			
10380400-433500	Miscellaneous	\$750	
<b>Expenses</b>			
104410-562000	Employee Activities	\$750	


This Budget Amendment is made to appropriate additional funds from Insurance Broker for Christmas Activities.

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 3<sup>rd</sup> day of January, 2023.

*Karen M. Davis*      *Tiffany L. Cole*  
Clerk to Board of Commissioners      Chair, Board of Commissioners



2022-23-BA025  
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>			
10360621-402001	Private Donations	\$350	
<b>Expenses</b>			
106210-533000	Supplies	\$350	


This Budget Amendment is made to appropriate additional funds from citizen donations to supplies for additional supplies for the Senior Center.

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 3<sup>rd</sup> day of January, 2023.

*Karen M. Davis*      *Tiffany L. Cole*  
Clerk to Board of Commissioners      Chair, Board of Commissioners



Attachment: bocminutes\_010323 (BOC Meeting Minutes)

C. School Budget Amendments

Budget Amendment  
Camden County Schools Administrative Unit  
Federal Grant Fund

The Camden County Board of Education at a meeting on the 5<sup>th</sup> day of December 2022 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Services	7,230.77	
5200	Special Population Services		145.61
5300	Alternative Programs & Services	15,054.61	
5800	School Based Support Services	12,623.30	
6100	Support & Development Services	270.96	
6500	Operational Support Services		8,526.64
8100	Payments to Other Gov't Units		772.02
8200	Unbudgeted Funds		25,735.77

Explanation: Revenues increased for carryover funds

Total Appropriation in Current Budget	\$ 1,582,351.51
Amount of Increase/Decrease of Above Amendment	.40
Total Appropriation in Current Amended Budget ....	\$ 1,582,351.11

Passed by majority vote of the Board of Education of Camden County on the 5<sup>th</sup> day of December, 2022.


*[Signature]*  
Chairman, Board of Education

*[Signature]*  
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 3<sup>rd</sup> day of January 2023.

*[Signature]*  
Chairman, Board of County Commissioners

*[Signature]*  
Clerk, Board of County Commissioners



Budget Amendment  
Camden County Schools Administrative Unit  
State Public School Fund

The Camden County Board of Education at a meeting on the 5<sup>th</sup> day of December 2022 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
5800	School Based Services	157,000.00	

Explanation:

Total Appropriation in Current Budget	\$ 18,036,247.01
Amount of Increase/Decrease of Above Amendment	+ 157,000.00
Total Appropriation in Current Amended Budget ....	\$ 18,193,247.01

Passed by majority vote of the Board of Education of Camden County on the 5<sup>th</sup> day of December 2022.


*[Signature]*  
Chairman, Board of Education

*[Signature]*  
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 3<sup>rd</sup> day of January 2023.

*[Signature]*  
Chairman, Board of County Commissioners

*[Signature]*  
Clerk, Board of County Commissioners



Budget Amendment  
Camden County Schools Administrative Unit  
State Public School Fund

The Camden County Board of Education at a meeting on the 5<sup>th</sup> day of December 2022 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	65,311.42	
5200	Special Population Services	65,000.00	
5400	School Leadership Services	3,482.37	
6900	Policy, Leadership & Public	8,225.69	
7200	Nutrition Services	2,129.61	

Explanation:

Total Appropriation in Current Budget	\$ 17,892,097.12
Amount of Increase/Decrease of Above Amendment	+ 144,149.89
Total Appropriation in Current Amended Budget ....	\$ 18,036,247.01

Passed by majority vote of the Board of Education of Camden County on the 5<sup>th</sup> day of December 2022.


*[Signature]*  
Chairman, Board of Education

*[Signature]*  
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 3<sup>rd</sup> day of January 2023.

*[Signature]*  
Chairman, Board of County Commissioners

*[Signature]*  
Clerk, Board of County Commissioners



Attachment: bocminutes\_010323 (BOC Meeting Minutes)

D. DMV Report

STATE OF NORTH CAROLINA  
 COUNTY OF CAMDEN  
 TO: The Tax Administrator of Camden County February, 23 Renewals Due 3/15/23

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
31,122.39	30,262.18	18,364.48	79,749.05

Witness my hand and official seal this 8<sup>th</sup> day of January 2023

*[Signature]*  
 Chair, Camden County Board of Commissioners

Attest:  
*[Signature]*  
 Clerk to the Board of Commissioners of Camden County

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

*[Signature]*  
 Tax Administrator of Camden County

E. Pickups, Releases & Refunds

NAME	REASON	NO.
Lindsey Warren Hewitt	Turned in Plates - Refund \$278.21	Pick-up/23197 50946515
Megan May Booye	Turned in Plates - Refund \$198.89	Pick-up/23167 63697877
Phyllis Benton Whitehurst	Turned in Plates - Refund \$248.20	Pick-up/23189 46561078
Brandon Mathew Pregmon	Turned in Plates - Refund \$189.65	Pick-up/23195 50597742
Clayton Dale Riggs	Turned in Plates - Refund \$180.53	Pick-up/23201 49202266

F. Refunds Over \$100

ACS Tax System  
 12/16/22 15:54:01

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

CAMDEN COUNTY Page 1

Refund\$	Remit To:	Reference:	Drawer/Transaction Info:
324.76	STEVE JOHNSON 504 RUDGEBON DRIVE MCKINNEY TX 750706735	2022 R 02-8955-00-57-7080.0000 R157812/22 OVER PAID	20221216 69 270936

324.76 Total Refunds \*\*\*

Submitted by *[Signature]* Date 12-19-22  
 Lisa S. Anderson, Tax Administrator Camden County

Approved by *[Signature]* Date 1-3-23  
 Tiffney White, Chair of Camden County Board of Commissioners

Attachment: bocminutes\_010323 (BOC Meeting Minutes)



## I. Surplus Property Request

Department	Item	Suggested Value	Reason for Surplus
Cooperative Extension	30 x 40 Event Tent	\$5000	No longer needed.

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

<b>RESULT:</b>	<b>PASSED [5-0]</b>
<b>MOVER:</b>	Randy Krainiak
<b>AYES:</b>	Tiffney White, Ross Munro, Randy Krainiak, Sissy Aydlett, Troy Leary

## **ITEM 9. COUNTY MANAGER'S REPORT**

---

County Manager Erin Burke included the following in her report:

- One-to-one meetings held with new commissioners.
- Christmas Staff event was held in December.
- An updated Resolution authorizing staff to surplus property will be on the February agenda.
- Mid-year budget reviews with department heads to take place in January.
- Budget Calendar will be submitted in February's packet.
- Met with Chair White and Bob Steinburg in regard to Mr. Steinburg's work to begin in February on behalf of the County.

## **ITEM 10. COMMISSIONERS' REPORTS**

---

Commissioner Munro reported that he attended the Albemarle District Jail meeting in December. He requested a finance report of annual County contributions to the Jail and shared that information with the Board. Commissioner Munro included in his report that he was informed that it is close to \$200,000 to escort a prisoner to the hospital – 6 escorts at 2 escorts per 8-hour shift. The General Assembly passed a law in 2019 that requires counties to pay this bill. The Jail Board will be reaching out to respective legislators to request this law be changed as it could be financially overwhelming, especially to smaller counties. Commissioner Munro added that he toured the Jail facility and commented on the efficiency of its operations and something of which Camden residents can be proud.

Commissioner Randy Krainiak stated that the Department of Social Services received a good report from the State recently in regard to its continued improvement in best practices.

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

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- Register of Deeds Report
- Library Report
- Community Services Block Grant

## **ITEM 12. OTHER MATTERS**

---

- UDO Discussion on Lot Size Requirements

At the request of the Board at the December meeting, the Planning Department provided the following summary of lot size requirements. County Manager Erin Burke explained that it is important to note that there are exceptions and exemptions that do exist in the UDO based on various situations. Manager Burke noted that she is working with the Planning Department on offering a Planning Workshop for county residents. The Board of Commissioners will be attending a webinar on Land Use, Planning and Zoning at the end of January.

Zoning District	Minimum Lot Area	Reduction in Minimum Lot Area
Working Lands	5 acres for Traditional Development	1 acre Minimum Lot Area for Conservation Subdivision
Rural Residential	2 acres for Traditional Development	1 acre Minimum Lot Area for Conservation Subdivision
Suburban Residential	1 acre	0.5 acre Minimum Lot Area for Conservation Subdivision if served by public sewer
Neighborhood Residential	40,000 sq ft	30,000 sq ft if served by public sewer and in specific location
Village Residential – Detached Single Family	30,000 sq. feet	10,000 sq ft if served by public sewer
Village Residential – All other Residential	15,000 sq. feet	8,000 sq ft if served by public sewer
Crossroads Commercial Residential and Mixed Use	30,000 sq. feet	20,000 sq ft if served by public sewer
Village Commercial Residential Development	20,000 sq. feet	10,000 sq ft if served by public sewer
Village Commercial - Mixed Use Development	40,000 sq feet	
Mixed Use Residential Development	10,000 sq feet per unit	
Mixed Use - Mixed Use Development	40,000 sq feet	
Highway Commercial Residential Development	40,000 sq feet	30,000 sq ft if served by public sewer
Highway Commercial – mixed use	40,000 sq feet	
Maritime Commercial	40,000 sq feet	30,000 sq ft if served by public sewer
Maritime Commercial - Mixed Use Development	20,000 sq feet per unit	10,000 sq ft if served by public sewer

Mixed Use Development- A tract of land or structure developed for two or more different uses, such as, but not limited to, residential, office, retail, institutional, public, or entertainment. Such uses are functionally integrated and share vehicular use areas, ingress/egress, and pedestrian access.

Planning Director Amber Curling added that she is willing to answer any questions on this information that citizens may have and they are welcome to give her a call.

**ITEM 13. CLOSED SESSION – PERSONNEL**

---

**Motion to go into Closed Session to discuss personnel.**

**RESULT:** PASSED [5-0]  
**MOVER:** Ross Munro  
**AYES:** Tiffney White, Ross Munro, Randy Krainiak, Sissy Aydlett, Troy Leary

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

**RESULT:** PASSED [5-0]  
**MOVER:** Troy Leary  
**AYES:** Tiffney White, Ross Munro, Randy Krainiak, Sissy Aydlett, Troy Leary

**ITEM 14. ADJOURN**

---

There being no further matters for discussion Chair White adjourned the meeting.

Attachment: bocminutes\_010323 (BOC Meeting Minutes)



**CAMDEN COUNTY**  
NORTH CAROLINA • USA

*Boundless Opportunities.*

**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Consent Agenda**

**Item Number:** 7.B  
**Meeting Date:** February 06, 2023

**Submitted By:** Stephanie Jackson,  
Finance  
Prepared by: Stephanie Jackson

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

**Attachments:** 22-23 BA 026 LESO property sales(DOC)  
22-23 BA 027 Boat Ramp State Funds (DOC)  
22-23 BA 028 Lobbyist Contract (DOC)

2022-23-BA026

## 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, 2023.

**Section 1. To amend the General Fund as follows:**

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10330510-402003	LESO Disposal Revenue	\$9,275	
<b>Expenses</b>			
105100-557003	LESO Property Expense	\$9,275	

**This Budget Amendment is made to appropriate additional funds from the Sale of LESO property to LESO property expenses .**

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 February, 2023.**

\_\_\_\_\_  
Clerk to Board of Commissioners

\_\_\_\_\_  
Chair, Board of Commissioners

Attachment: 22-23 BA 026 LESO property sales (Budget Amendments)



2022-23-BA027

## 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, 2023.

**Section 1. To amend the General Fund as follows:**

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
63380400-433500	Miscellaneous Revenue (Boat Ramp Fund)	\$100,000	
<b>Expenses</b>			
636120-557000	Miscellaneous Expense (Boat Ramp Fund)	\$100,000	

**This Budget Amendment is made to appropriate funds received from the State in last fiscal year after the budget was approved for this fiscal year.**

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 February, 2023.**

\_\_\_\_\_  
Clerk to Board of Commissioners

\_\_\_\_\_  
Chair, Board of Commissioners

Attachment: 22-23 BA 027 Boat Ramp State Funds (Budget Amendments)

**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, 2023.

**Section 1. To amend the General Fund as follows:**

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Expenses</b>			
104100-545000	Contracted Services	\$8,000	
104940-502000	Salaries – Economic Development		\$8,000

**This Budget Amendment is made to appropriate funds into Contracted Services from Salaries of an unfilled position for the Lobbyist.**

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 February, 2023.**

\_\_\_\_\_  
Clerk to Board of Commissioners

\_\_\_\_\_  
Chair, Board of Commissioners

Attachment: 22-23 BA 028 Lobbyist Contract (Budget Amendments)



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

**Consent Agenda**

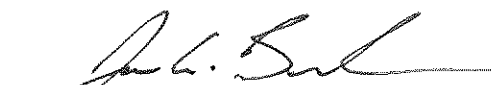
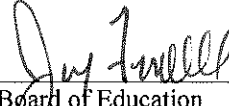
<b>Item Number:</b>	7.C
<b>Meeting Date:</b>	February 06, 2023
<b>Submitted By:</b>	Karen Davis, Clerk to the Board Schools Prepared by: Karen Davis
<b>Item Title</b>	<b>School Budget Amendments</b>
<b>Attachments:</b>	School Budget Amendments (PDF)

Budget Amendment  
 Camden County Schools Administrative Unit  
 State Public School Fund

The Camden County Board of Education at a meeting on the 12<sup>th</sup> day of January 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Services	2,012.64	
6500	Operational Support Services		2,190.59
6600	Financial and Human Resources	3,855.34	
Explanation:			
	Total Appropriation in Current Budget	\$ 18,193,247.01	
	Amount of <b>Increase/Decrease</b> of		
	Above Amendment	+ 3,677.39	
	Total Appropriation in Current Amended		
	Budget ....	\$ 18,196,924.40	

Passed by majority vote of the Board of Education of Camden County on the 12 <sup>th</sup> day of January 2023.   _____ 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 (School Budget Amendments)

BUDGET AMENDMENT  
January 12, 2023

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.

<u>Non-Contributory Employee Benefits</u>		
1.5110.009.184 Longevity	\$ +	1,558.56
1.5110.009.211 Emp. Soc. Sec. Costs	+	119.23
1.5110.009.221 Emp. Retirement Costs	+	381.85
1.6610.009.184 Longevity	+	2,495.78
1.6610.009.211 Emp. Soc. Sec. Costs	+	190.92
1.6610.009.221 Emp. Retirement Costs	+	611.47
1.6620.009.184 Longevity	+	421.62
1.6620.009.211 Emp. Soc. Sec. Costs	+	32.25
1.6620.009.221 Emp. Retirement Costs	+	<u>103.30</u>
 Total – Non-Contributory Employee Benefits	 \$ +	 5,914.98

B. We have received an allotment revision and must decrease our budget to reflect the allotment. We request your approval of the following amendment.

<u>School Technology Fund</u>		
1.5110.015.343 Telecommunications	\$ -	<u>47.00</u>
 Total – School Technology Fund	 \$ -	 47.00


C. We have received an allotment revision and must decrease our budget to reflect the allotment. We request your approval of the following amendment.

<u>Summer Reading Camp</u>		
1.6550.016.331 Contracted Transportation	\$ -	<u>2,190.59</u>
 Total – Summer Reading Camp	 \$ -	 2,190.59

3100.000 Revenue – State Public School Fund      \$ -      3,677.39

BUDGET AMENDMENT  
State Public School Fund  
January 12, 2023, Page 2

Passed by majority vote of the Board of  
Education of Camden County on the 12<sup>th</sup>  
day of January, 2023.

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

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

Attachment: School Budget Amendments (School Budget Amendments)

Budget Amendment

Camden County Schools Administrative Unit


Federal Grant Fund


The Camden County Board of Education at a meeting on the 12<sup>th</sup> day of January 2023 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2023.

Code Number	Description of Code	Amount													
		Increase	Decrease												
5200	Special Population Services	65,697.65													
8100	Payments to Other Gov't Units	979.02													
<p>Explanation: Revenues increased for carryover funds</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Total Appropriation in Current Budget</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 10%;"></td> <td style="width: 20%; text-align: right;">1,582,351.11</td> </tr> <tr> <td>Amount of <b>Increase/Decrease</b> of Above Amendment</td> <td></td> <td style="text-align: right;">+</td> <td style="text-align: right;">66,676.67</td> </tr> <tr> <td>Total Appropriation in Current Amended Budget ....</td> <td style="text-align: right;">\$</td> <td></td> <td style="text-align: right;">1,583,330.13</td> </tr> </table>				Total Appropriation in Current Budget	\$		1,582,351.11	Amount of <b>Increase/Decrease</b> of Above Amendment		+	66,676.67	Total Appropriation in Current Amended Budget ....	\$		1,583,330.13
Total Appropriation in Current Budget	\$		1,582,351.11												
Amount of <b>Increase/Decrease</b> of Above Amendment		+	66,676.67												
Total Appropriation in Current Amended Budget ....	\$		1,583,330.13												

Passed by majority vote of the Board of Education of Camden County on the 12<sup>th</sup> day of January, 2023.

  
 \_\_\_\_\_  
 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 (School Budget Amendments)

BUDGET AMENDMENT  
January 12, 2023

3. Federal Grant Fund

A. We have received an allotment revision and reviewed this area of the budget and find that we must decrease funds within the budget. We request your approval of the following amendment.

ESSER III – ARP IDEA 611 Grant to States


Project #23-185-150


3.5230.185.411 Supplies & Materials	\$ + 12,501.50
3.5230.185.418 Computer Software & Supplies	+ 504.50
3.5230.185.461 Pur of Non-Cap Equipment	+ 13,673.00
3.5230.185.462 Pur of Non-Cap Computer Hdwe	+ 13,005.65
3.5230.185.541 Purchase of Equipment	+ 26,013.00
3.8100.185.392 Indirect Cost	+ <u>979.02</u>

Total – Title I – Basic Programs	\$ + 66,676.67
	=====

3.3600.185 Revenue – ESSER III – ARP IDEA	\$ - 66,676.67
	=====

Passed by majority vote of the Board of Education of Camden County on the 12<sup>th</sup> day of January, 2023.

  
Chairman, Board of Education

  
Secretary, Board of Education





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

**Consent Agenda**

**Item Number:** 7.D  
**Meeting Date:** February 06, 2023

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

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

**Attachments:** DMV MONTHLY REPORT MARCH, 2023 (PDF)

**Summary:** DMV Monthly Report March, 2023 Renewals Due 4/15/2023

**Recommendation:** Review and Approve

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County March, 23 Renewals Due 4/15/23

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>
42,947.53	40,440.49	25,088.43	108,476.45

Witness my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Chair, 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.

*Rita S. Anderson*  
\_\_\_\_\_  
Tax Administrator of Camden County

Attachment: DMV MONTHLY REPORT MARCH, 2023 (DMV Monthly Report)



# CAMDEN COUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

<b>Item Number:</b>	7.E
<b>Meeting Date:</b>	February 06, 2023
<b>Submitted By:</b>	Lisa Anderson, Tax Administrator Taxes Prepared by: Karen Davis
<b>Item Title</b>	<b>Pickups, Releases &amp; Refunds</b>
<b>Attachments:</b>	Pickups, Releases & Refunds (PDF)

NAME	REASON	NO.
Ahmedin Numanovic	Turned in Plates - Refund	Pick-up/23235
	\$128.70	59994813
Christopher Dale Martin	Turned in Plates - Refund	Pick-up/23219
	\$114.55	64368492
Cheyenne Sky Burley	Turned in Plates - Refund	Pick-up/23218
	\$159.28	61680518
Johnny Paul Forehand, Jr.	Turned in Plates - Refund	Pick-up/23216
	\$267.03	66275876
Ronald Eugene Edwards	Boat sold 2020 - Release tax bill	Pick-up/23211
	\$205.78	P-20841-2021
Cynthia Popovich	Should for Currituck County - Refund	Pick-up/23209
	\$328.35	69835943
Nathaniel Scott Morse	Turned in Plates - Refund	Pick-up/23208
	\$199.27	66705554
Emily Rose Diehl	Turned in Plates - Refund	Pick-up/23202
	\$170.06	66629865
Daniel W. Melvin	Code Enforcement - Pick-up	Pick-up/23237
	\$3,000.00	R-15427-2022
Kevin Robert Patterson	Turned in Plates - Refund	Pick-up/23238
	\$220.94	67811943
Down River Farms, Inc.	Turned in Plates - Refund	Pick-up/23239
	\$133.41	70035119
David Michael Foss	Turned in Plates - Refund	Pick-up/23242
	\$197.21	63137007
Kathryn Alexandra Wiesner	Turned in Plates - Refund	Pick-up/23248
	\$101.63	68043738
Henderson Audiometrics	Turned in Plates - Refund	Pick-up/23249
	\$169.99	50738222

Attachment: Pickups, Releases &amp; Refunds (Pickups, Releases &amp; Refunds)



# CAMDEN COUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 7.F  
**Meeting Date:** February 06, 2023

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

**Item Title** Refunds Over \$100.00

**Attachments:** REFUNDS OVER \$100.00 JANUARY, 23 (PDF)

**Summary:** Refunds Over \$100.00 January, 2023

**Recommendation:** Review and Approve

REFUNDS OVER \$100.00

CAMDEN COUNTY

ACS Tax System  
1/27/23 14:37:42

Refunds to be Issued by Finance Office

Refund\$	Remit To:	Reference:	Drawer/Transaction Info:
168.96	DUNCAN & SON 263 SANDERLIN ROAD SHAWBORO NC 27973	2022 R 02-8944-00-79-4000.0000 overpayment	20221220 1 271082
218.72	DUNSTAN, GARLAND H. JR P.O. BOX 402 KITTY HAWK NC 27949	2022 R 03-8965-00-64-0570.0000 OVERPAID ON ACCOUNT 22181	20221230 3 271571
1,023.97	SEABOARD DEVELOPMENT ALLIANCE 2875 FORGE RD TOANO VA 23168	2022 R 038965002467020000.0000 overpayment R159776 2022	20221221 1 271137
206.89	STATE EMPLOYEES' CU- R MCCOY PO DRAWER 25279 RALEIGH 27611	2022 R 03 8952 02 69 8199.0000	20221220 2 271102
186.35	SWAIN & TEMPLE INC 149 LILLY RD SOUTH MILLS NC 279769533	2022 R 01-7979-00-94-5653.0000 overpayment #155125	20230105 1 271926
1,804.89	Total Refunds		***

Submitted by Lisa S. Anderson Date 1-27-23  
Lisa S. Anderson, Tax Administrator Camden County

Approved by Tiffney White Date \_\_\_\_\_  
Tiffney White, Chairman Camden County Board of Commissioners

Attachment: REFUNDS OVER \$100.00 JANUARY, 23 (Refunds Over \$100.00)



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

**Consent Agenda**

**Item Number:** 7.G  
**Meeting Date:** February 06, 2023  
**Submitted By:** Lisa Anderson, Tax Administrator  
Taxes  
Prepared by: Karen Davis  
**Item Title** **Tax Collection Report**  
**Attachments:** Tax Collection Report (PDF)







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

**Consent Agenda**

**Item Number:** 7.H  
**Meeting Date:** February 06, 2023

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

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

**Attachments:** Vehicle Refunds Over \$100.00 December, 2022 (PDF)

**Summary:** Vehicle Refunds Over \$100.00 for December, 2022

**Recommendation:** Review and Approve



North Carolina Vehicle Tax System

NCVTS Pending Refund report

December, 22 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	
CURRITUCK COUNTY TAX DEPT	POPOVICH, CYNTHIA KAY		P.O. BOX 9	CURRITUCK, NC 27929	Adjustment >= \$100	0069835943	JHY9442	AUTHORIZED	177895590	Refund Generated due to adjustment on Bill #0069835943-2022-2022-0000-00	Change of County	12/28/2022	12/29/2022 12:35:16 PM	1843	Tax	(\$309.16)	(\$15.46)	(\$324.62)	
														2	Tax	(\$3.55)	(\$0.18)	(\$3.73)	
																		Refund	\$328.35
DIEHL, EMILY ROSE	DIEHL, EMILY ROSE		103 DOGWOOD DR	CAMDEN, NC 27921	Proration	0066629865	NX4126	AUTHORIZED	177609538	Refund Generated due to proration on Bill #0066629865-2021-2021-0000-00	Tag Surrender	12/19/2022	12/20/2022 3:33:08 PM	1843	Tax	(\$168.13)	\$0.00	(\$168.13)	
														2	Tax	(\$1.93)	\$0.00	(\$1.93)	
																		Refund	\$170.16
HEWITT, LINDSEY WARREN	HEWITT, LINDSEY WARREN	HEWITT, PATRICIA DAYTON	186 SPENCE LN	SOUTH MILLS, NC 27976	Proration	0050945515	19C6SM	AUTHORIZED	177364382	Refund Generated due to proration on Bill #0050945515-2021-2021-0000-00	Tag Surrender	12/14/2022	12/15/2022 9:49:41 AM	1843	Tax	(\$275.05)	\$0.00	(\$275.05)	
														1	Tax	(\$3.16)	\$0.00	(\$3.16)	
																		Refund	\$278.21
MORSE, NATHANIEL SCOTT	MORSE, NATHANIEL SCOTT		205 HOLLAND DR	CAMDEN, NC 27921	Proration	0066705554	TJX7817	AUTHORIZED	177918106	Refund Generated due to proration on Bill #0066705554-2021-2021-0000-00	Tag Surrender	12/29/2022	12/30/2022 8:53:05 AM	1843	Tax	(\$197.01)	\$0.00	(\$197.01)	
														2	Tax	(\$2.26)	\$0.00	(\$2.26)	
																		Refund	\$199.75
PREGMON, BRANDON MATHEW	PREGMON, BRANDON MATHEW		135 OLD FAMILY PL	SOUTH MILLS, NC 27976	Adjustment >= \$100	0050597742	TBN6146	AUTHORIZED	177364374	Refund Generated due to adjustment on Bill #0050597742-2022-2022-0000-00	Military	12/14/2022	12/15/2022 9:49:20 AM	1843	Tax	(\$187.49)	\$0.00	(\$187.49)	
														1	Tax	(\$2.16)	\$0.00	(\$2.16)	
																		Refund	\$189.63
RIGGS, CLAYTON DALE	RIGGS, CLAYTON DALE		876 S SANDY HOOK RD	SHILOH, NC 27974	Proration	0049202266	FJV7901	AUTHORIZED	177482656	Refund Generated due to proration on Bill #0049202266-2022-2022-0000-00	Tag Surrender	12/16/2022	12/19/2022 10:32:01 AM	1843	Tax	(\$178.48)	\$0.00	(\$178.48)	
														3	Tax	(\$2.05)	\$0.00	(\$2.05)	
																		Refund	\$180.43
WHITEHURST, LAFAYETTE WASHINGTON	WHITEHURST, LAFAYETTE WASHINGTON	WHITEHURST, PHYLLIS BENTON	17 CAMDEN CSWY	ELIZABETH CITY, NC 27909	Proration	0046561078	XYV6786	AUTHORIZED	265252137	Refund Generated due to proration on Bill #0046561078-2021-2021-0000-00	Tag Surrender	12/02/2022	12/5/2022 2:50:55 PM	1843	Tax	(\$134.12)	\$0.00	(\$134.12)	
														1004	Tax	(\$114.08)	\$0.00	(\$114.08)	
														1004	Vehicle Fee	\$0.00	\$0.00	\$0.00	
																		Refund	\$248.20

Submitted by Lisa S. Anderson Date 1-5-23  
 Lisa S. Anderson, Tax Administrator Camden County

Approved by Tiffany White Date \_\_\_\_\_  
 Tiffany White, Chairman Camden County Board of Commissioners

Attachment: Vehicle Refunds Over \$100.00 December, 2022 (Vehicle Refunds Over \$100.00)



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

**Consent Agenda**

**Item Number:** 7.I  
**Meeting Date:** February 06, 2023

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

**Item Title** **Resolution 2023-02-04 Authorizing the County Manager to Dispose of Surplus Property**

**Attachments:** Resolution Authorizing County Manager to Dispose of Surplus Personal Property (PDF)  
 Resolution No. 2015-10-01 (PDF)

**Summary:**

The Board of Commissioners will consider Resolution 2023-02-04 which authorizes the County Manager to declare surplus any personal property with a value of up to ten thousand dollars (\$10,000) in accordance with statutory regulations. Upon adoption this Resolution will supersede Resolution 2015-10-01, which required an update due to conflicting language and, at the request of the County Manager, lowers the threshold amount from \$30,000 to \$10,000.

**Recommendation:**

Adoption.



**Resolution 2023-02-04**

**Resolution of the Camden County Board of Commissioners  
Authorizing the County Manager to Dispose of Surplus Personal Property  
In Accordance with General Statute 160A-226**

WHEREAS, North Carolina General Statute 160A-266 provides authority for the governing body to delegate to the County Manager the authority to declare surplus any personal property with a value up to thirty thousand dollars (\$30,000) for any one item or group of items, to set its fair market value and to convey title to the property for the county in accord with the regulations; and

WHEREAS, the Camden County Commissioners have determined it to be in the best interest of the Unified Government of Camden County to delegate to the County Manager the authority to dispose of surplus personal any item or group of items with a fair market value of up to ten thousand dollars (\$10,000).

NOW, THEREFORE BE IT RESOLVED by the Camden County Board of Commissioners that the County Manager is hereby authorized to dispose of any surplus personal property owned by the County of Camden, whenever he or she determines, that:

Section 1: (a) The item or group of items has a fair market value of less than ten thousand dollars (\$10,000); (b) The property is no longer necessary for the conduct of public business; (c) Sound property management principles and financial considerations indicate that the interests of the County would best be served by disposing of the property.

Section 2: The County Manager may dispose of any such surplus personal property by any means which he or she judges reasonably calculated to yield the highest attainable sale price in money or other consideration, including but not limited to the methods of sale provided in Article 12 of North Carolina General Statute Chapter 160A. Such sale may be public or private, and with or without notice and minimum waiting period.

Section 3: The surplus property shall be sold to the party who tenders the highest offer, or exchanged for any property or services useful to the County if greater value may be obtained in that manner, and the County Manager is hereby authorized to execute and deliver any applicable title documents. If no offers are received with a reasonable time, the County Manager may retain the property, obtain any reasonably available salvage value or cause it to be discarded. No surplus property may be donated to any individual or organization except by resolution of the Board of Commissioners.

Section 4: The County Manager shall keep a record of all property sold under authority of this Resolution and that record shall generally describe the property sold or exchanged, to whom it was sold or with whom exchanged and the amount of money or other consideration received for each sale or exchange.

Section 5: This Resolution is enacted pursuant to the provisions of N.C. General Statute 160A-266(c).

Adopted this 6<sup>th</sup> day of February, 2023.

ATTEST:

\_\_\_\_\_  
Tiffney White, Chair  
Camden County Board of Commissioners

\_\_\_\_\_  
Karen M. Davis  
Clerk to the Board of Commissioners

BOARD OF COMMISSIONERS

P. MICHAEL McLAIN  
Chairman

SANDRA J. DUCKWALL  
Vice Chairman

GARRY W. MEIGGS  
CLAYTON D. RIGGS  
TOM WHITE



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new energy. new vision.

MICHAEL RENSHAW  
County Manager

ANGELA WOOTEN  
Clerk to the Board

JOHN S. MORRISON  
County Attorney

RESOLUTION No. 2015-10-01

**AUTHORIZING COUNTY MANAGER TO DISPOSE OF SURPLUS PERSONAL PROPERTY IN ACCORDANCE WITH G.S. 160A-266**

**WHEREAS**, G.S 160A-266 provides authority for the governing body to delegate to the County Manager the authority to declare surplus any personal property with a value up to thirty thousand dollars (\$30,000) for any one item or group of items, to set its fair market value, and to convey title to the property for the county in accord with the regulations; and

**WHEREAS**, the Camden County Commissioners have determined it to be in the best interest of the Unified Government of Camden County to delegate to the County Manager the authority to dispose of surplus personal property in accordance with G.S. 160A-266 as amended.

**NOW, THEREFORE, BE IT RESOLVED** by the Camden County Commissioners, Camden County, North Carolina that the County Manager is hereby authorized to:

**SECTION 1.** Establish regulations designed to secure for the county fair market value for all property disposed of and to accomplish the disposal efficiently and economically.

**SECTION 2.** Declare as surplus, personal property valued at less than \$30,000 for any one item or group of items, set its fair market value and present to the board for consent to the disposal of such by any means appropriate to obtain fair market value in accordance with G.S. 1060-266 as amended.

**SECTION 3.** Keep a record of all property sold and that record shall generally describe the property sold or exchanged, to whom it was sold, or with whom exchanged, and the amount of money or other consideration received for each sale or exchange.

Adopted this 5<sup>th</sup> day of October, 2015.

Michael McLain, Chairman

ATTEST:

Angela Wooten  
Clerk to the Board



Attachment: Resolution No. 2015-10-01 (Resolution 2023-02-04 Authorizing the County Manager to Dispose of Surplus Property)



# CAMDEN COUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

<b>Item Number:</b>	7J
<b>Meeting Date:</b>	February 06, 2023
<b>Submitted By:</b>	Karen Davis, Clerk to the Board Finance Prepared by: Stephanie Jackson
<b>Item Title</b>	<b>2023-2024 Annual Budget &amp; CIP Calendar</b>
<b>Attachments:</b>	Draft Calendar FY23-24 (DOCX)

**CAMDEN COUNTY FISCAL YEAR 2023-2024  
ANNUAL BUDGET & CIP CALENDAR**

<b>DATE</b>	<b>PROCEDURE</b>	<b>ACTION BY</b>
February 9	Budget Officer & Finance Officer meet at 9 am to discuss this year's priorities	County Manager Finance Officer
February 22	Board of Commissioner's Retreat to discuss this year's priorities	Budget & Finance Officer Bd. Of Commissioners
March 7	Budget Workbooks Available for Department Heads and County Agencies to pick up	County Manager Finance Officer
March 10	All 2023-2027 Capital Improvement Plan (CIP) requests are due to County Manager's Office	Department Heads Bd. Of Education
March 24	Deadline to submit New Position Requests and Other Position Changes for FY23-24 to Personnel & Finance Office	Department Heads
March 29	All Final Budget Requests from County Departments, Fire Districts and Non-County Organizations due in Manager's office by 5:00 P.M. (G.S. 159-10)	Department Heads, Fire Districts & Non-County Organizations
March 29-31	County Manager & Finance Officer to meet with Department Heads if needed	County Manager Department Heads
April 4	Estimated Tax Valuation Due	Tax Administrator
April 5	Budget, Finance & CIP Work Session, 1 pm (Library)	County Manager Bd of Commissioners Tax Administrator
April 10	Revenue Estimates Due	Finance Officer
April 20	Camden County Board of Education's Final Proposed Budget due to County Manager	School Board
April 20	Compile Budget Requests & deliver to County Manager	Finance Officer
April 20-21	Review and Analyze Budget Requests	County Manager
April 24	Budget Meeting, 9 am	County Manager Finance Officer

Attachment: Draft Calendar FY23-24 (2023-2024 Annual Budget & CIP Calendar)

**CAMDEN COUNTY FISCAL YEAR 2023-2024  
ANNUAL BUDGET & CIP CALENDAR**

<b>DATE</b>	<b>PROCEDURE</b>	<b>ACTION BY</b>
May 1-5	Compile Budget Document & Budget Message for presentation to Commissioners	County Manager Finance Officer
May 1	Set Public Hearing on Budget (G. S. 159-12(A)) & Public Hearing on CIP (Not statutorily required)	Clerk to Board
May 3	Budget Work Session (Library, 1 pm)	Board of County Commissioners
May 4	Review Budget Requests with Department Heads as requested by Budget Officer	County Manager Finance Officer
May 15	Budget & CIP Available to BOC/Public Advertise Budget & CIP available to Public (Publication date: May 15)	County Manager Clerk to Board
June 5	Public hearing(s) on FY 23-24 Budget (& CIP) (7pm)	Board of County Commissioners
June 5	Consideration of Budget Ordinance (G.S. 159-13:A) & Consideration of CIP (7pm)	Board of County Commissioners
June 12	Adoption of Budget Ordinance & Adoption of CIP if not approved June 5 (7pm)	Board of County Commissioners
June 19	Special Meeting to adopt budget if needed	Board of County Commissioners
June 23	File Copies of Adopted Budget with County Finance Officer and Clerk (G.S. 159-13(d))	Budget Officer

Attachment: Draft Calendar FY23-24 (2023-2024 Annual Budget & CIP Calendar)





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**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Information, Reports & Minutes From Other Agencies**

**Item Number:** 10.A  
**Meeting Date:** February 06, 2023

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

**Item Title** **Register of Deeds Report**

**Attachments:** Register of Deeds Report (PDF)

Camden County Register of Deeds: Tammie Krauss  
December 2022 Daily Deposit

DATE	NC CHILDREN TRUST	NC DOM. VIO. FUND	STATE REV. STAMPS	COUNTY REV. STAMPS	RETIREMENT	AUTO FUND	STATE TREASURY	ROD GENERAL	TOTAL
12/01/22	\$ -	\$ -	\$ 384.65	\$ 400.35	\$ 5.72	\$ 35.85	\$ 37.20	\$ 301.83	\$ 1,165.60
12/02/22	\$ -	\$ -			\$ 1.00	\$ 6.50	\$ 6.20	\$ 53.30	\$ 67.00
12/05/22	\$ -	\$ -	\$ 374.85	\$ 390.15	\$ 5.89	\$ 34.04	\$ 62.00	\$ 290.87	\$ 1,157.80
12/06/22	\$ -		\$ 339.08	\$ 352.92	\$ 4.08	\$ 21.72	\$ 55.80	\$ 190.40	\$ 964.00
12/07/22	\$ 5.00	\$ 30.00	\$ -	\$ -	\$ 1.20	\$ 4.39		\$ 39.41	\$ 80.00
12/08/22	\$ -	\$ -	\$ 305.76	\$ 318.24	\$ 4.47	\$ 26.06	\$ 43.40	\$ 224.07	\$ 922.00
12/09/22	\$ 5.00	\$ 30.00	\$ 710.99	\$ 740.01	\$ 4.81	\$ 24.81	\$ 43.40	\$ 212.98	\$ 1,772.00
12/12/22			\$ 459.62	\$ 478.38	\$ 9.06	\$ 57.47	\$ 62.00	\$ 475.87	\$ 1,542.40
12/13/22	\$ -	\$ -	\$ 172.48	\$ 179.52	\$ 1.74	\$ 10.08	\$ 18.60	\$ 85.58	\$ 468.00
12/15/22	\$ -	\$ -	\$ 367.99	\$ 383.01	\$ 3.39	\$ 20.20	\$ 31.00	\$ 171.41	\$ 977.00
12/16/22	\$ 5.00	\$ 30.00	\$ 453.25	\$ 471.75	\$ 3.48	\$ 17.40	\$ 24.80	\$ 151.32	\$ 1,157.00
12/19/22	\$ 5.00	\$ 30.00			\$ 6.03	\$ 34.23	\$ 24.80	\$ 301.94	\$ 402.00
12/20/22			\$ 500.29	\$ 520.71	\$ 7.54	\$ 47.58	\$ 55.80	\$ 392.08	\$ 1,524.00
12/21/22	\$ 5.00	\$ 30.00			\$ 1.05	\$ 3.40		\$ 30.55	\$ 70.00
12/22/22					\$ 0.39	\$ 1.94	\$ 6.20	\$ 17.47	\$ 26.00
12/28/22	\$ 5.00	\$ 30.00	\$ 346.43	\$ 360.57	\$ 5.49	\$ 29.77	\$ 43.40	\$ 252.54	\$ 1,073.20
12/29/22	\$ 5.00	\$ 30.00	\$ 862.40	\$ 897.60	\$ 5.35	\$ 28.83	\$ 43.40	\$ 244.02	\$ 2,116.60
12/30/22	\$ 5.00	\$ 30.00			\$ 4.92	\$ 27.59	\$ 12.40	\$ 248.09	\$ 328.00
									\$ -
									\$ -
									\$ -
									0.00
									0.00
									\$ -
<b>TOTAL</b>	\$ 40.00	\$ 240.00	\$ 5,277.79	\$ 5,493.21	\$ 75.61	\$ 431.86	\$ 570.40	\$ 3,683.73	\$ 15,812.60

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

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

Date Range From Thursday, December 01, 2022 to Saturday, December 31, 2022

Name	Amount
NC Children's Trust Fund	\$40.00
NC Domestic Violence Fund	\$240.00
State Revenue Stamp	\$5,277.79
County Revenue Stamp	\$5,493.21
Land Transfer Fee	\$0.00
Floodplain Map Fund	\$0.00
Supplemental Retirement	\$75.61
ROD Automation Fund	\$431.86
Dept Of Cultural Resources	\$0.00
Vital Records Fund	\$0.00
State General Fund	\$0.00
State Treasurer Amount	\$570.40
ROD General Fund	\$3,683.73
<b>Total Distribution For Period</b>	<b>\$15,812.60</b>
Cash Total	\$504.20
Check Total	\$14,851.20
Pay Account Total	\$457.20
ACH Total	\$0.00
Escrow Account Total	\$0.00
Overpayment Total	\$0.00
<b>Total Deposit For Period</b>	<b>\$15,812.60</b>



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**Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Information, Reports & Minutes From Other Agencies**

**Item Number:** 10.B  
**Meeting Date:** February 06, 2023

**Submitted By:** Kim Perry,  
Library  
Prepared by: Kim Perry

**Item Title** **Library Report 12/22**

**Attachments:** 22-12 (DOCX)

## Camden County Public Library

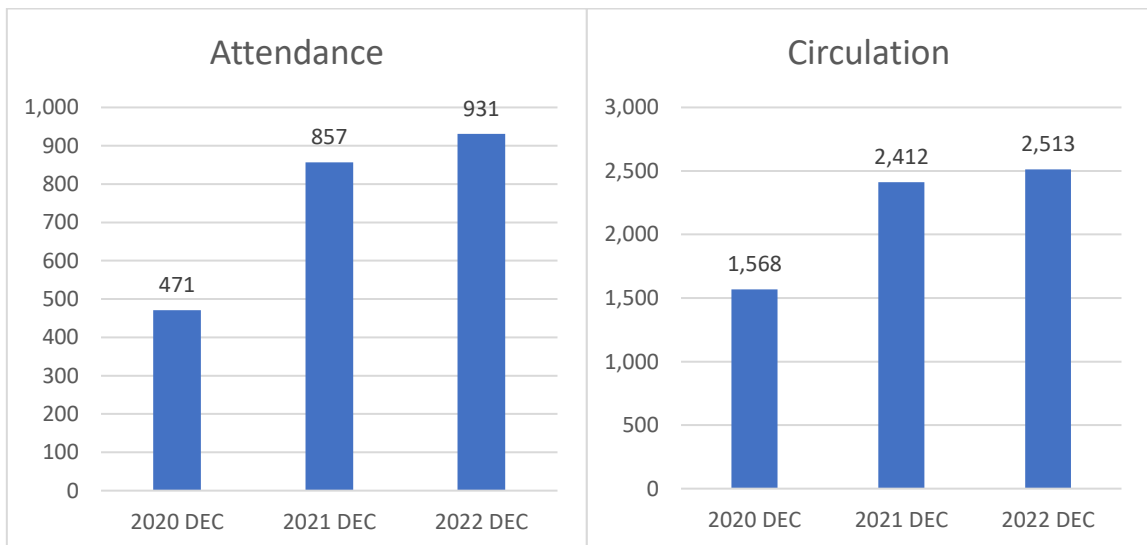
### December 2022 Statistics

Visitor Count	931
Materials Check Outs & Renewals	2,513
Cloud Library Check Out (ebooks & audiobooks)	118 (16.9% decrease from 12/21)
Computer/ Wireless Use	111/125
Questions Answered	162
Children’s Programs/Attendance	9/125
Adult Programs/Attendance	1/8
Outreach Programs/Attendance	2/51
Study Room Usage/Attendance	25/38
Meeting Room Usage/Attendance	0/0
Days/Hours Open	21/161
# Items in Collection	20,445
Library Card Holders	2,703

Attachment: 22-12 (Library Report)

### Comparison by Year

2020-2022





# CAMDEN COUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Information, Reports & Minutes From Other Agencies

**Item Number:** 10.C

**Meeting Date:** February 06, 2023

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

**Item Title** **Fire Prevention Report**

**Attachments:** Fire Prevention Report (PDF)

**Summary:**

Fire Prevention Report for January 2023 as submitted by the Elizabeth City Fire Marshal.

January 2023 Monthly Report  
Fire Prevention  
Camden County

### **Inspections**

Busy Living Cleaning  
Albemarle Audiology

#### Completed

Albemarle Audiology – Fire extinguishers serviced  
Busy Living Cleaning – no longer there

### **Investigations**

188 Keeter Barn Road – Illegal Burn  
Conner Farm Road – Illegal Burn

### **Plans Review**

No Plans Received  
No Permits Issued  
Phone conversation with Steven Harris in reference to old Atlantic Screenprinting for possible business location venture.

### **Special Projects/Training**

Doug Byrd – Request/phone conversation in re: Jordan Bowerman  
Meeting with Kirk Jennings in re: National Fire Safety Council Materials  
Email requesting meeting with representatives from South Mills Fire Department and South Camden Fire Department in re: National Fire Safety Council Matierials – still awaiting reply from South Mills Chief  
Planning Meeting in regards to Fire Prevention outreach for 2023