

**Camden County Board of Commissioners  
Special Called Meeting  
August 31, 2022; 6:00 PM  
Camden Public Library Community Room  
118 Hwy 343 North**

**MINUTES**

A duly noticed Special Called Meeting of the Camden County Board of Commissioners was held on August 31, 2022 at 6:00 PM in the Community Room of the Camden Public Library in Camden, North Carolina. The purpose of the meeting was to discuss a Request for Qualifications for the County Administration Complex and a potential lobbyist contract.

Call to Order

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

Request for Qualifications

- Library completed in June.
- Long-term plan for the Administration campus was to have two additional facilities: one to house Administrative offices, Tax, Planning & Water; one to house a gymnasium and Senior Center with kitchen facilities, office space for Parks & Recreation.
- Prior preliminary drawings currently outdated due to the construction of the Library which also includes Board of Commissioners meeting space.
- Staff recommends starting again with a new Request for Qualifications which can be done at no cost other than time required for completion the draft and then review of those that are submitted. (3-4 month process) The County will not be obligated until a contract is entered into for services.
- According to the Capital Improvement Plan, Phase II includes the Administration Building and the Recreation Center.

Commissioner Tom White agreed that a redesign is necessary due to changes that took place with the construction of the new library, especially since it won't cost the County anything to enter into the RFQ process.

Commissioner Krainiak agreed with Commissioner White in that this would position the County to be prepared to move forward when the time is right to do so.

Chair Munro reiterated that the RFQ process is at no cost to the County but preliminary planning is important.

Commissioner Riggs stated that in the original plan the entire Campus was to be built at one time but due to costs, it was cut back to a phased project.

Commissioner Tom White made a motion to move forward with the Request for Qualifications.

County Manager Burke requested clarification as to whether to draft the RFQ with the option of two phases.

Commissioner Tom White stated that could be a possibility to keep options open, depending upon construction costs and interest rates.

No vote was taken, but it was decided by consensus to move forward with the Request for Qualifications process.

Consideration of Lobbyist

- County Manager Burke and Chair Munro recently met with former Senator Bob Steinburg and Jackson Stancil in regard to entering into a contract for lobbying services on behalf of the County.
- Senator Steinburg is not eligible to enter into a contract until February 2023 but may recruit clients prior to that time.
- Senator Steinburg is offering a two-year contract at \$36,000 per year.
- Examples of where the County could potentially benefit from lobbying services include Emergency Medical Services and funds for infrastructure.

Chair Munro stated that \$40,000 had been set aside for an economic developer and remains unused and that one ambulance secured by Senator Steinburg would more than cover the expense of the lobbying contract.

Commissioner Tom White stated that he is in favor of a potential contract in that Senator Steinburg has been in Raleigh for a long time and has a lot of contacts.

Commissioner Riggs stated that he is in favor to a one-year trial and then reevaluate based on performance.

After a brief discussion and by consensus, the County Manager was directed to pursue the possibility of a one-year contract.

There being no further matters for discussion Chair Munro adjourned the meeting at 6:25 PM.