

Camden County Board of Commissioners
March 6, 2023
Closed Session – 6:30 PM
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 March 6, 2023 in the boardroom of the Camden Public Library in Camden, North Carolina.

CALL TO ORDER

The meeting was called to order by Chair Tiffney White at 6:30 PM. Also Present: Commissioners Sissy Aydlett and Troy Leary. Administration Staff Present: County Manager Erin Burke and Clerk to the Board Karen Davis. Commissioner Randy Krainiak was absent and Vice Chair Ross Munro joined the Regular Meeting at 7:00 PM via conference call, as allowed by the Board's Remote Participation Policy.

Motion to go into Closed Session to discuss personnel and economic development.

RESULT:	PASSED [3-0]
MOVER:	Tiffney White
AYES:	Tiffney White, Sissy Aydlett, Troy Leary
ABSENT:	Ross Munro, Randy Krainiak

Motion to come out of Closed Session.

RESULT:	PASSED [3-0]
MOVER:	Sissy Aydlett
AYES:	Tiffney White, Sissy Aydlett, Troy Leary
ABSENT:	Ross Munro, Randy Krainiak

The Board came out of Closed Session at 6:50 PM and recessed until 7:00 PM, at which time the Board was reconvened by Chair White.

INVOCATION & PLEDGE OF ALLEGIANCE

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

ITEM 1. CONSIDERATION OF AGENDA

Motion to approve the agenda as presented.

RESULT:	PASSED [4-0]
MOVER:	Troy Leary
AYES:	Tiffney White, Ross Munro, Sissy Aydlett, Troy Leary
ABSENT:	Randy Krainiak

ITEM 2. CONFLICT OF INTEREST DISCLOSURE STATEMENT

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

ITEM 3. PRESENTATIONS

A. Employee Recognition

- Human Resources Director Beverly Fonville recognized Lieutenant Brandon Henderson for 5 years of service with Camden County.

- Retiring Chief Deputy Meads was recognized by the Board of Commissioners and the Sheriff's Office for his 23 years of service with Camden County.

B. NC Cooperative Extension

Camden County Extension Director Austin Brown presented the 2022 *Report to the People* video, highlighting the accomplishments of Extension staff during 2022. Mr. Brown also announced Marcia Berry as the new Camden County 4-H & Youth Development Agent and Shelby Figueroa as the new 4-H Program Assistant/JCPC Coordinator.

C. US Motto Action Committee

Mr. Rick Lanier of the US Motto Action Committee presented to the Board a request to display the national motto, *In God We Trust*, on or in the County's governmental buildings. The full cost of the display is incurred by the US Motto Action Committee through funds raised by various donors. No action was taken by the Board at that time.

ITEM 4. PUBLIC COMMENTS

Mr. John Woodward of Cutters Lane, Elizabeth City, addressed the Board and asked that the Board approve the request of the US Motto Action Committee to display the US Motto in the County's governmental buildings.

ITEM 5. NEW BUSINESS

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>
2022	539,148.61	57,209.48
2021	116,937.07	8,483.47
2020	46,513.01	3,587.84
2019	24,855.18	1,858.07
2018	18,715.98	1,084.40
2017	11,507.67	1,493.43
2016	7,509.13	1,038.49
2015	6,192.75	628.26
2014	8,232.49	969.00
2013	6,300.73	4,618.93

TOTAL REAL PROPERTY TAX UNCOLLECTED	785,912.62
TOTAL PERSONAL PROPERTY UNCOLLECTED	80,971.37
TEN YEAR PERCENTAGE COLLECTION RATE	99.07%
COLLECTION FOR 2023 vs. 2022	1,199,190.61 vs. 1,074,161.69
<u>LAST 3 YEARS PERCENTAGE COLLECTION RATE</u>	
2022	93.90%
2021	98.69%
2020	99.37%

EFFORTS AT COLLECTION IN THE LAST 30 DAYS

ENDING January 2023

BY TAX ADMINISTRATOR

43	NUMBER DELINQUENCY NOTICES SENT
38	FOLLOWUP REQUESTS FOR PAYMENT SENT
4	NUMBER OF WAGE GARNISHMENTS ISSUED
1	NUMBER OF BANK GARNISHMENTS ISSUED
20	NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR TO DELINQUENT TAXPAYER
0	NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)
0	PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF TAX ADMINISTRATOR
0	NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO COUNTY ATTORNEY
0	NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR COLLECTION (I.D. AND STATUS)
0	REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS
0	NUMBER OF JUDGMENTS FILED

30 Largest Unpaid – Real

Roll	Parcel Number	Unpaid Amount	YrsDltg	Taxpayer Name	City	Property Address
R	01-8929-00-34-2503.0000	16,676.06	2	STONEBRIAR COMMERCIAL FINANCE	SOUTH MILLS	
R	02-8934-01-17-4778.0000	13,580.55	1	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	02-8943-01-17-4388.0000	11,143.88	2	THOMAS REESE	CAMDEN	301 JAPONICA DR
R	01-7950-00-61-7358.0000	9,813.94	2	BERT LLC	SOUTH MILLS	HORSESHOE RD
R	03-8971-00-23-7261.0000	9,306.61	2	ABODE OF CAMDEN, INC.	SHILOH	187 C THOMAS POINT RD
R	02-8944-00-40-4542.0000	8,865.17	1	EDWARD HUNTER	CAMDEN	160 C SAND HILLS RD
R	02-8934-01-18-8072.0000	7,103.79	2	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	02-8934-01-29-4776.5853	6,833.75	1	HASTINGS REVOCABLE TRUST	CAMDEN	110 158 US W
R	02-8935-02-66-7093.0000	6,809.51	2	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	03-8965-00-62-8349.0000	6,435.34	1	VL DIRECTOR LAND HOLDINGS LLC	SHILOH	466 SANDY HOOK RD
R	01-7999-00-62-3898.0000	5,890.92	2	MICHAEL ASKEW	SOUTH MILLS	257 A OLD SWAMP RD
R	03-8952-00-05-0472.0000	5,801.13	2	FRANK MCILLIAN HEIRS	SHILOH	172 NECK RD
R	02-8943-01-06-9013.0000	5,760.62	2	JEWEL H. DAVENPORT	CAMDEN	WINDY HEIGHTS DR
R	02-8934-01-29-4617.0000	5,748.12	2	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	01-7989-00-43-1290.0000	5,746.20	1	KIRK-OLD SOUTH MILLS	SOUTH MILLS	MCBRIDE ST
R	02-8934-01-18-6001.0000	5,740.92	1	LINDA SUE LAMB HINTON	CAMDEN	150 158 US W
R	03-8943-02-75-4196.0000	5,728.00	2	SHERRILL M PRICE JR	SHILOH	115 COOKS LANDING RD
R	01-7989-00-01-1714.0000	5,589.67	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8945-00-41-2060.0000	5,397.77	2	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	03-8953-04-80-5726.0000	5,340.30	1	CHESAPEAKE ASSOCIATES LIMITED	SHILOH	917 343 HWY S
R	02-8916-00-39-5170.0000	5,319.70	2	DONALD RAY JONES	CAMDEN	670 343 HWY N
R	03-9809-00-24-8236.0000	5,213.35	2	GENE W IRBY	SHILOH	503 SAILBOAT RD
R	01-7081-00-20-8262.0000	5,122.94	1	GEORGE TAYLOR AND ANNIE TAYLOR	SOUTH MILLS	178 CULPEPPER RD
R	03-9809-00-24-4988.0000	5,097.20	2	WANDA H WELLS	SHILOH	104 HIGH RD
R	03-8973-00-53-0748.0000	5,096.48	2	MORRIS L. KIGHT III	SHILOH	142 STANLEY LN
R	03-8953-00-44-8561.0000	5,019.69	1	ANTHONY TWIFORD	SHILOH	145 BEECH RIDGE RD
R	02-8954-00-43-8538.0000	4,941.32	2	BILLY ROSS FEREBEE	CAMDEN	237 PALMER RD
R	03-8973-00-53-0673.45	4,673.45	2	HEBILA RIGGS EDWARDS	SHILOH	927 SANDY HOOK RD
R	02-8924-00-51-8144.0000	4,503.45	1	ALBEMARLE AUDIOLOGY PLLC	CAMDEN	330 158 US W
R	03-8961-00-68-3593.0000	4,381.87	2	EDWARD LANE MOORE	SHILOH	169 RAYMONS CREEK RD

30 Oldest Unpaid – Real

Roll	Parcel Number	YrsDltg	Unpaid Amount	Taxpayer Name	City	Property Address
R	02-8935-02-66-7093.0000	10	6,809.51	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	01-7989-00-01-1714.0000	10	5,589.67	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8965-00-37-4242.0000	10	3,077.86	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	03-8962-00-04-9097.0000	10	2,988.80	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	01-7999-00-95-3587.0000	10	2,613.78	WALTER TURNER HEIRS	SOUTH MILLS	CAROLINA RD
R	03-9809-00-45-2682.0000	10	2,245.98	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8952-00-95-8737.0000	10	2,233.18	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	10	2,022.09	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7988-00-91-0179.0001	10	2,014.88	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	01-7999-00-12-8596.0000	10	1,943.65	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	03-8943-04-93-8214.0000	10	1,862.04	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7091-00-64-6569.0000	10	1,814.42	CLARENCE D. TURNER JR.	SOUTH MILLS	STINGY LN
R	02-8926-00-13-6839.0000	10	1,407.85	NORTHEASTERN COMMUNITY	CAMDEN	123 TRAFTON RD
R	02-8935-01-07-0916.0000	10	1,202.28	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	02-8936-00-24-7426.0000	10	946.81	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	01-7090-00-60-5052.0000	10	840.78	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	01-7989-04-60-1558.0000	10	806.07	EMMA BRITTE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-90-0938.0000	10	791.77	KRIST EASON	SOUTH MILLS	1352 343 HWY N
R	01-7989-04-60-1954.0000	10	786.75	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	01-7080-00-62-1977.0000	10	719.09	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	02-8895-00-24-6322.0000	10	689.93	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	03-9809-00-13-7846.0000	10	592.37	WAKIE MERCER	CAMDEN	171 NECK RD
R	03-9809-00-33-4725.0000	10	441.32	DENNIS CREASY	SHILOH	SAILBOAT RD
R	03-8980-00-61-1968.0000	10	417.12	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	03-9209-00-53-1358.0000	10	406.96	WILLIAM G. YATES	SHILOH	SAILBOAT RD
R	03-8899-00-36-1588.0000	10	367.58	PETER BUISAVAGE	SHILOH	HIBISCUS RD
R	03-8962-00-55-5300.0000	10	310.71	OCTAVIA COPELAND HEIRS	SHILOH	457 NECK RD
R	01-7090-00-95-5262.0000	10	307.16	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-9809-00-54-8280.0000	10	305.72	RODNEY STEVEN SPIVEY &	SHILOH	SAILBOAT RD
R	03-8980-00-84-0931.0000	10	293.76	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD

30 Largest Unpaid – Personal

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001089	33,009.80	1	EASTERN CAROLINA CONST, INC.	CAMDEN	150 A 158 HWY E
P	0002941	2,059.39	2	BARKER'S TRUCKING, INC	SHILOH	108 SASSAFRAS LN
P	0000295	1,400.05	4	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0001709	947.26	4	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0000659	917.61	6	RICKY'S WELDING, INC.	SHILOH	864 SANDY HOOK RD
P	0002808	901.47	1	NORTH POINTE HAULING INC	SOUTH MILLS	103 NORTH POINTE RD
P	0002480	801.39	1	FSC II, LLC	SHAWBORO	380 SANDY HOOK RD
P	0003721	792.00	2	JIMMY'S TRUCKING & HAULING LLC	CAMDEN	127 TRAFTON RD
P	0002188	772.64	1	TOWNEBANK	CAMDEN	178 US 158 HWY W
P	0001721	693.51	2	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD
P	0000195	632.87	1	BUDDY GREGORY'S BODY SHOP	CAMDEN	330 NORTH 34
P	0003192	583.73	1	ROBERT JESSE-ALDERMAN HUDGINS	CAMDEN	409 343 HWY N
P	0001046	543.81	1	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	520.66	10	PAM BUNDY	SHILOH	105 AARON DR
P	0003537	469.87	1	NATHAN MARC SEBURA	CAMDEN	343 HWY N
P	0003513	449.27	1	JULIE PORTER	CAMDEN	431 158 US W
P	0003512	397.83	1	WILLIAM ANTHONY POPE JR	CAMDEN	214 SMITH DR
P	0003907	386.53	2	PAUL DAVID RUSSELL	SOUTH MILLS	114 OTTERS PL
P	0002442	384.17	6	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0000297	368.21	1	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0003017	337.95	1	MARK STANLEY MICHALSKI	SOUTH MILLS	138 CAROLINA RD
P	0003773	337.89	2	SEVAN NERO BARTLETT	CAMDEN	197 HERMAN ARNOLD RD
P	0003715	314.76	1	CHARLES CHANNING ROTEN	SOUTH MILLS	302 34 HWY N
P	0003415	302.75	2	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0000945	294.86	2	RAMONA F. TAZEWEILL	CAMDEN	239 SLEEPY HOLLOW RD
P	0003547	292.19	2	NICHOLAS W. STOTTS	CAMDEN	431 158 US W
P	0002902	281.09	2	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0003208	271.52	2	RICKY W JOHNSON	CAMDEN	113 PALMER RD
P	0001545	270.35	2	LOUIS RUGGERI	CAMDEN	390 CAMDEN CSWY
P	0003075	262.38	2	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD

30 Oldest Unpaid – Personal

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001072	10	520.66	PAM BUNDY	SHILOH	105 AARON DR
P	0001709	8	947.26	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0001046	8	543.81	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	8	226.96	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001538	8	216.33	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0001106	8	200.27	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001694	8	128.34	THOMAS B THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0000295	7	1,400.05	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000770	7	134.40	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
P	0002921	7	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0002442	6	384.17	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0000945	6	294.86	RAMONA F. TAZEWEILL	CAMDEN	239 SLEEPY HOLLOW RD
P	0002468	6	221.37	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
P	0002968	6	202.44	MICHAEL WILLIAM MAINELLO	SOUTH MILLS	237 KESTER BARN RD
P	0001150	6	136.45	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0001689	6	125.28	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
P	0002902	5	281.09	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0001512	5	213.49	JOHN WESLEY BURGESS JR.	CAMDEN	431 158 USY W
P	0002842	5	100.25	JAMES P. VASILOPOULOS	CAMDEN	346 343 HWY S
P	0003513	4	449.27	JULIE PORTER	CAMDEN	431 158 US W
P	0003415	4	302.75	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0003075	4	262.38	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD
P	0003414	4	199.71	EDWARD A. BILL	CAMDEN	152 158 US W
P	0003096	4	191.26	DANIEL ELWOOD BRIGHT	CAMDEN	109 JUNIPER DR
P	0002978	4	177.22	JONATHAN LEWIS PUGH	SOUTH MILLS	206 MAIN ST
P	0003035	4	173.24	ROBERT HENRY LEE	SHILOH	121 BEECH TREE DR
P	0003487	4	171.51	MICHAEL RONALD MAYO II	CAMDEN	146 BELCROSS RD
P	0003495	4	147.34	ALY MOHAMAD	SHILOH	100 BROAD CREEK RD
P	0002056	4	114.25	MICHAEL T. COPELAND	CAMDEN	106 DOGWOOD DR
P	0003378	4	108.36	JAMES KELLEY WIGFIELD	CAMDEN	441 158 US E

Motion to approve the Tax Report as presented.

RESULT:	PASSED [4-0]
MOVER:	Ross Munro
AYES:	Tiffney White, Ross Munro, Sissy Aydtlett, Troy Leary
ABSENT:	Randy Krainiak

B. Treasure Point Rural Education Center

County Manager Erin Burke presented a contract for design and construction management services with Cahoon & Kasten Architects of Nags Head, NC for the design and construction of the Treasure Point Park Rural Education Center. The contract is a design build contract and will include the fees outlined for work with Cahoon & Kasten, as well as engineering services with Timmons Group of Elizabeth City, NC and geotechnical work by Terracon of Elizabeth City, NC.

Contract Summary:

cahoon+kasten

A R C H I T E C T S

February 14, 2023

Austin Brown
County Extension Director & Agriculture Agent
NC Cooperative Extension
Camden County Center

Re: Camden County Treasure Point Education Center

Dear Austin:

Thanks for giving Cahoon+Kasten the opportunity to provide a fee proposal for your project.

What follows is a summary of the project, scope of work, and fee proposal for your review and approval.

Summary

Cahoon+Kasten will provide design, construction documents, and construction services as required for the design and construction of the Camden County Treasure Point Education Center. The building will be closely based on the Cahoon+Kasten schematic design from December of 2019 which is attached to this proposal.

Scope of Services The following is an outline of the proposed scope of services. Full services are detailed in the attached AIA B101 which will serve as the Owner/Architect Agreement.

1. **Design Development** – will be based on the Schematic Design and services will include the following:
 - a. Further develop the Schematic Design for Owner approval considering constructability, materials, and structure.
 - b. Coordination with the civil, plumbing, mechanical, and electrical engineers.
 - c. Provide a preliminary construction cost estimate.
2. **Construction Documents** – The construction drawings will include the following:
 - a. Architectural design construction drawings and details.
 - b. Plumbing, mechanical, and electrical construction drawings and details.
 - c. Coordination inclusion of site construction drawings provided by the Civil Engineer.
 - d. Production of a construction manual including project specifications and construction contract requirements.
 - e. Revise preliminary construction cost estimate.
3. **Bidding** – Bidding services will include the following:
 - a. Provide bidding services including publicly requesting bids through advertising, conduct pre-bid meeting, receiving bids, and publicly opening received bids.
 - b. Evaluation bids and recommending owner action.
4. **Construction Administration** – If required or requested. Construction Administration services will include the following:
 - a. Facilitate the execution of the construction contract.
 - b. Conduct pre-construction Meeting.
 - c. Review pay requests and recommend owner action.
 - d. Monitor construction progress.
 - e. Review submittal materials.
 - f. Prepare final punch list.

118 WEST WOODHILL DRIVE • NAGS HEAD, NORTH CAROLINA 27959 P.252.441.0271 F.252.441.8724 outerbanksarchitects.com

Fee

Our fee for the project as summarized and Scope of Service outlined above will be as follows:

Architectural			
Design Development Phase	lump	\$	20,800.00
Construction Documents Phase	lump	\$	45,600.00
Bidding Phase	lump	\$	7,400.00
Construction Administration	lump	\$	26,000.00
Total Architectural Fees			\$ 99,800.00

The following consultant costs are not part of Cahoon+Kasten's Scope of Services and will be billed as reimbursables (consultant fee proposals are attached):

Civil Engineering			
Timmons Group	lump	\$	37,400.00
Permits	estimated	\$	5,100.00
Geotechnical			
Terracon	lump	\$	4,780.00

Compensation shall be paid monthly based on percentage of work completed.

Additional Services will be paid at \$200.00 per hour for architectural and \$125 per hour for drafting.

Reimbursable Expenses to be paid to the Architect include but are not limited to large format printing, permitting fees, postage, mileage, bidding advertising, etc.

Fees not paid within 30 days of receipt will be subject to 18% annual interest rate (1.5% monthly).

I hope this will be in line with your expectations. If so please sign and return the agreement letter.

Please let me know if you have any questions or comments.

Regards,



Mark Kasten, AIA, LEED AP

Accepted: _____ Date: _____

Motion to approve the agreement with Cahoon and Kasten for the provision of design development and construction administration for the Treasure Point Rural Education Center and to authorize the County Manager to sign the contract.

RESULT:	PASSED [4-0]
MOVER:	Sissy Aydlett
AYES:	Tiffany White, Ross Munro, Sissy Aydlett, Troy Leary
ABSENT:	Randy Krainiak

C. South Mills Water Association Letters of Request

County Manager Erin Burke presented letters of request from South Mills Water Association along with the following staff recommendations:

1. South Mills Landing

<p style="text-align: center;">SOUTH MILLS WATER ASSOCIATION, INC. 103 HALSTEAD ST. PO BOX 279 SOUTH MILLS, NC 27976 PHONE: 252-771-5620 FAX: 252-771-2380</p> <p style="text-align: right;">RECEIVED FEB 14 2023 BY: <i>[Signature]</i></p> <p>February 14, 2023</p> <p>Mrs. Erin Burke County Manager Camden County PO BOX 190 Camden, NC 27921</p> <p>RE: South Mills Landing Development Water REVISED REQUEST</p> <p>Dear Mrs. Burke:</p> <p>On February 10, 2023, via letter to you the Association requested an allocation of 113,400 GPD for South Mills Landing, LLC (Developer). We relied on information provided by the Developer in making that request. We have now learned from the Developer that it is willing to request a lower amount. Therefore, this letter replaces and amends our February 10 request.</p> <p>Now, the Developer has requested that the Association provide water only to Phase 1 of the development, which is 130 taps (to include residential lots and a clubhouse) at 200 GPD, for a total of 26,000 GPD.</p> <p>As you know, the Association's capacity from its wells cannot meet the Developer's need for 26,000 GPD. However, the Association can provide the water if the District supplies the water to the Association under our existing Agreement for Lease, Operating and Maintenance of Water Line and Wholesale Water Purchase Agreement dated May 12, 2011 (Water Purchase Agreement).</p> <p>Therefore, the Association requests written confirmation from you (or other authorized person) that the District, with the County's approval, will provide the 26,000 GPD required by the Developer for its South Mills Landing development. This request is being made in accordance with the Water Purchase Agreement. This request is also made in light of the County's Development Agreement with the Developer (Ordinance No. 2020-09-01). Specifically, this is a request for water as called for in Sections 7.4 and 9.3 of the Development Agreement.</p>	<p>Once we receive your confirmation, the Association will be able to proceed with accepting tap fees from the Developer to reserve the needed capacity.</p> <p>Thank you for your attention to this important step in the process of providing quality water to our community.</p> <p>Sincerely,</p> <p><i>Wayne Raper</i> Wayne Raper General Manager</p> <p style="text-align: center;">2</p>
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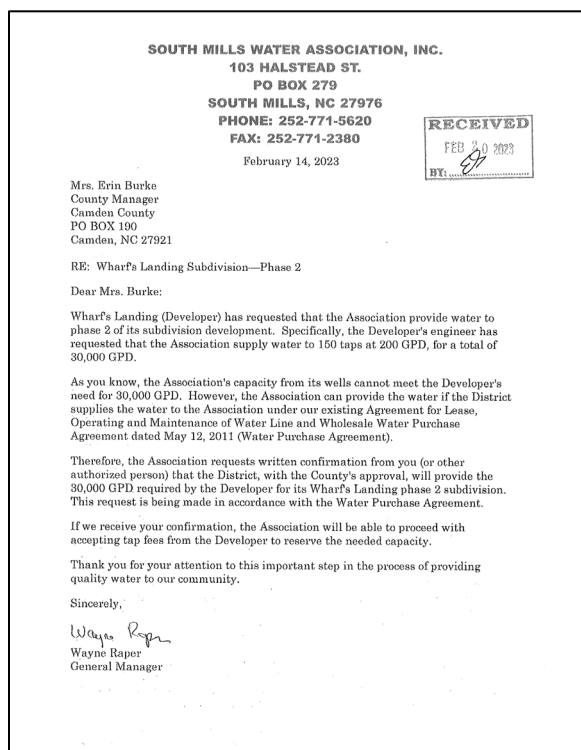
In accordance with section 9 of the development agreement signed and recorded February 15, 2021 between Camden County and South Mill Landing, LLC, the County agreed to the sale of water by South Camden Water & Sewer District to South Mills Water Association (SMWA) for resale to South Mills Landing. The agreed-upon allocation is 200 gallons per day (gpd) per dwelling. SMWA is requesting an allocation in the amount of 26,000 gpd for the first phase of development.

Staff has reviewed the request and recommends approval in accordance with the terms outlined in the aforementioned development agreement.

Motion to approve the sale of 26,000 gallons of water per day to the South Mills Water Association for the first phase of development of South Mills Landing.

RESULT:	PASSED [4-0]
MOVER:	Sissy Aydlett
AYES:	Tiffany White, Ross Munro, Sissy Aydlett, Troy Leary
ABSENT:	Randy Krainiak

2. Wharf's Landing Phase II



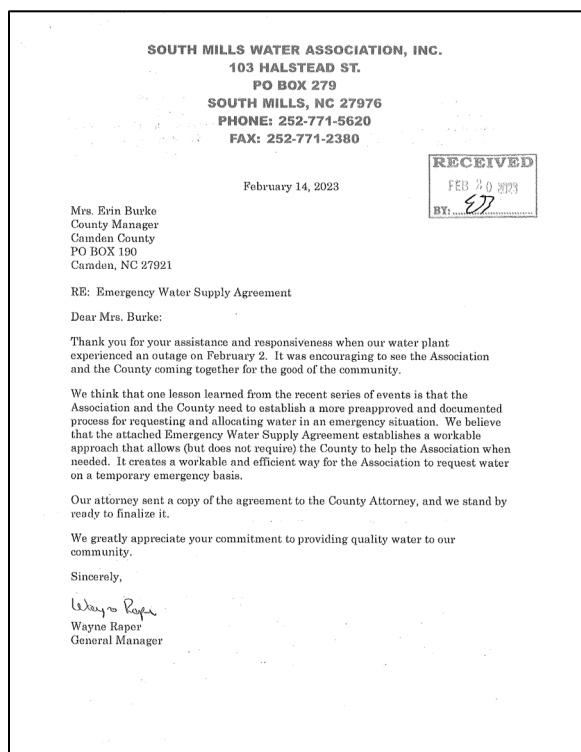
Wharf's Landing Phase I was recorded with the Register of Deeds on January 30, 2002. Phase I was platted following a rezoning that was part of a larger piece of property which included future phases. However, those phases were not approved as part of a larger master plan with a development agreement. The developer will need to begin the subdivision process for Phase II for there to be an allocation put into reserve for the proposed 150 homes.

Staff has reviewed the request and recommends denial of the request as there is not a development agreement in place, nor an existing platted subdivision.

Motion to deny this request as there is not a development agreement in place, nor an existing platted subdivision.

RESULT:	PASSED [4-0]
MOVER:	Sissy Aydlett
AYES:	Tiffney White, Ross Munro, Sissy Aydlett, Troy Leary
ABSENT:	Randy Krainiak

3. Emergency Water Supply Agreement



The Board of Commissioners met during an Emergency Meeting on February 3, 2023 in accordance with NCGS 143-318.12(b)(3) to provide water to SMWA on an emergency basis due to a power failure at their plant. Camden County is openly committed to ensuring the residents of the County have reliable access to potable water even under emergency circumstances.

Staff has reviewed this request and recommends the Board continue to use the Emergency Meeting procedures pursuant to NCGS 143-318.12(b)(3) in order to consider emergency water allocations on a case-by-case basis and deny the request to enter into a standing emergency agreement.

Motion to consider emergency water allocations on a case-by-case basis and deny the request to enter into a standing emergency agreement.

RESULT:	PASSED [4-0]
MOVER:	Sissy Aydlett
AYES:	Tiffney White, Ross Munro, Sissy Aydlett, Troy Leary
ABSENT:	Randy Krainiak

4. South Mills Village

<p>SOUTH MILLS WATER ASSOCIATION, INC. 103 HALSTEAD ST. PO BOX 279 SOUTH MILLS, NC 27976 PHONE: 252-771-5620 FAX: 252-771-2380</p> <p>February 17, 2023</p> <p>Mrs. Erin Burke County Manager Camden County PO BOX 190 Camden, NC 27921</p> <p>RE: South Mills Village</p> <p>Dear Mrs. Burke:</p> <p>Thank you for meeting with Association representatives on January 30, 2023. At that meeting, we requested water for the unincorporated area known as the village of South Mills. Recall that those Association customers located in the village to the west of the Dismal Swamp Canal are supplied by the Association's water plant. Their usage averages approximately 30,000 GPD.</p> <p>We have not received a reply, so we are making a formal request under the Agreement for Lease, Operating and Maintenance of Water Line and Wholesale Water Purchase Agreement dated May 12, 2011 (Water Purchase Agreement) entered into by the County and the Association. The Association believes that our village customers can be better served if the Association purchases water from the County on a wholesale basis. This resell of the County water is allowed through the Water Purchase Agreement.</p> <p>The Association's plant is currently working, but its water supply projections and required upgrades make using water provided through the Water Purchase Agreement the more cost-effective and sustainable option. Therefore, the Association requests written confirmation from you (or other authorized person) that the District, with the County's approval, will provide the 30,000 GPD required by the Association for the village customers west of the canal. This request is being made in accordance with the Water Purchase Agreement.</p>	<p>We believe that this arrangement is in the best interest of our customers and the County's citizens. Thank you for your cooperation in ensuring that our community is supplied with water in a cost-effective and efficient way.</p> <p>Sincerely,</p> <p><i>Wayne Raper</i> Wayne Raper General Manager</p> <p style="text-align: center;">2</p>
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Camden County is openly committed to ensuring the residents of the County have reliable access to potable water. The request to permanently provide water to SMWA for service to their entire customer base creates a profit-making enterprise. SMWA pays a nominal bulk water rate to South Camden Water & Sewer District and sells the same water at a considerable profit to their customers.

Staff has reviewed this request and recommends denial, as it is not the intent to support a private entity making a profit on the provision of a public service.

Motion to deny the request as it is not the intent of the County to support a private entity making a profit on the provision of a public service.

RESULT:	PASSED [4-0]
MOVER:	Sissy Aydlett
AYES:	Tiffney White, Ross Munro, Sissy Aydlett, Troy Leary
ABSENT:	Randy Krainiak

D. Resolution 2023-03-01 Approving Supplemental Opioid Settlement – Erin Burke

The North Carolina Department of Justice announced five new opioid settlements with CVS, Walgreens, Walmart, Allergan and Teva. The distribution formula will mirror the original MOA allocation model outlined in the first settlement agreement, which Camden County signed in 2021. The proposed resolution authorizes staff to sign the settlement documents.



Motion to approve Resolution 2023-03-01 and authorize the County Attorney to execute all documents necessary to enter into the additional opioid settlement agreement as presented.

RESULT:	PASSED [4-0]
MOVER:	Ross Munro
AYES:	Tiffney White, Ross Munro, Sissy Aydlett, Troy Leary
ABSENT:	Randy Krainiak

ITEM 6. BOARD APPOINTMENTS

- A. Tourism Development Authority – Reappointment of Sarah Hill as Chair
- B. Library Board – Appointment of Katie Koch

Motion to approve the board appointments as presented.

RESULT:	PASSED [4-0]
MOVER:	Ross Munro
AYES:	Tiffney White, Ross Munro, Sissy Aydlett, Troy Leary
ABSENT:	Randy Krainiak

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 [4-0]
MOVER:	Tiffany White
AYES:	Tiffany White, Ross Munro, Sissy Aydlett, Troy Leary
ABSENT:	Randy Krainiak

New Business

A. Monthly Report – Chuck Jones

South Camden Water & Sewer Board
Monthly Work Order Statistics Report
 Period: January 2023

	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
Water/Distribution	87	87	100%	0
Sewer/Collection	0	0	100%	0

New Services installed:

Locates:

Water Line: 106

Sewer Line: 12

Water & Sewer, same ticket: 6

Hydrant flow test: 0

Public Works Director Notes/Comments:

Ten work orders have been reviewed for accuracy.

Water treated at the water treatment plant in January: 14 795 679 gallons

Daily average water usage for January: 477 280 gallons

Current treatment capacity at the water treatment plant: 720 000

On 3 January 2023 the 14" line that feeds the north end of the county split. It was repaired with assistance from Eastern Carolina Construction. The county lost approximately 550,000 gallons of water.

2023 High Service Pump Flows		
Month	Monthly Total	Average Daily Use
January 2023	14,795,679	477,280
February 2023		
March 2023		
April 2023		
May 2023		
June 2023		
July 2023		
August 2023		
September 2023		
October 2023		
November 2023		
December 2023		
Yearly Totals		

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
Dec	86	100%	0%	86	0	73	1	4	5	0
2023										
Jan	87	100%	0	87	0	106	12	6	0	0

2023 SMWA USAGE												
Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	146,000											
2	144,000											
3	166,000											
4	122,400											
5	141,000											
6	140,334											
7	140,333											
8	140,333											
9	142,000											
10	133,000											
11	128,000											
12	124,000											
13	143,000											
14	143,000											
15	143,000											
16	149,000											
17	124,800											
18	132,100											
19	137,200											
20	134,634											
21	134,633											
22	134,633											
23	139,400											
24	88,400											
25	165,000											
26	94,000											
27	150,800											
28	150,800											
29	150,800											
30	175,900											
31	69,800											
TOTAL	4,228,300											
Average	136,397											
Maximum	175,900											

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	sewer
					meters			meters	Core	Core	meters	S. Mills	S. Mills	
					water			sewer			sewer			
								Core			S. Mills			
2021														
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	
2022														
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	
Dec	2,354	86	78	0	12,132,198	\$900.00	\$144,828.03	723,210	\$14,333.64	56	273,925	\$4,131.12	90	
2023														
January	2,352	87	124	0	24,185,560	\$77,001.00	\$207,841.11	625,700.00	\$11,788.69	56	356,585.00	\$3,805.19	89	

Motion to approve the monthly report as presented.

RESULT: PASSED [4-0]
MOVER: Troy Leary
AYES: Tiffney White, Ross Munro, Sissy Aydlett, Troy Leary
ABSENT: Randy Krainiak

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

RESULT:	PASSED [4-0]
MOVER:	Sissy Aydlett
AYES:	Tiffney White, Ross Munro, Sissy Aydlett, Troy Leary
ABSENT:	Randy Krainiak

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

ITEM 7. CONSENT AGENDA

A. BOC Meeting Minutes

- February 3, 2023
- February 6, 2023
- February 13, 2023

B. Budget Amendments

2022-23-BA030
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:

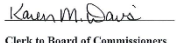
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT INCREASE DECREASE
Revenues		
70399400-439900	Fund Balance Appropriated	\$10,000
Expenses		
704200-533000	Supplies	\$10,000

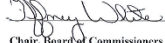
This Budget Amendment is made to appropriate funds from fund balance appropriated in the Revaluation fund to the supplies expense for needed supplies to send out mailings.


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 6th day of March, 2023.

 Clerk to Board of Commissioners

 Chair, Board of Commissioners



2022-23-BA031
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:

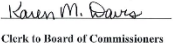
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT INCREASE DECREASE
Revenues		
70399400-439900	Fund Balance Appropriated	\$4,200
Expenses		
104100-514000	Travel	\$4,200


This Budget Amendment is made to appropriate funds from fund balance appropriated in the Administration Travel line per County Manager's contract.


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 6th day of March, 2023.

 Clerk to Board of Commissioners

 Chair, Board of Commissioners



2022-23-BA032
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:

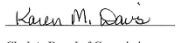
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT INCREASE DECREASE
Revenues		
3235060-438400	Gift Shop Sales	\$3,500
Expenses		
326000-527400	Purchase for Resale	3,400
326000-537000	NC Sales Tax	50
326000-537001	County Sales Tax	50

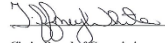
This Budget Amendment is appropriate additional monies received from sales to expenses.


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 6th day of March, 2023.

 Clerk to Board of Commissioners

 Chair, Board of Commissioners



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 9th day of February 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	1,680.54	
5200	Special Population Services	75,775.77	
5300	Alternative Programs & Svcs.	24,007.38	
5400	School Leadership Services	10,557.00	
5800	School-Based Support Svcs.		24,007.38
6100	Payments to Other Gov't Units	1,910.85	

Explanation: Revenues increased for carryover funds

Total Appropriation in Current Budget	\$ 1,583,330.13
Amount of Increase/Decrease of Above Amendment	+ 89,924.16
Total Appropriation in Current Amended Budget	\$ 1,673,254.29

Passed by majority vote of the Board of Education of Camden County on the 9th day of February, 2023.


[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 6th day of March 2023.

[Signature]
Chairman, Board of County Commissioners

[Signature]
Clerk, Board of County Commissioners



Budget Amendment
Camden County Schools Administrative Unit
Local Current Expense Fund

The Camden County Board of Education at a meeting on the 9th day of February, 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 Populations Services	156.09	
5800	School-Based Support Services	25,000.00	
6100	Support & Development Services	4,500.00	
6900	Policy, Leadership and Public		4,656.09

Explanation:

Total Appropriation in Current Budget	\$ 3,307,865.00
Amount of Increase/Decrease of Above Amendment	+ 25,000.00
Total Appropriation in Current Amended Budget	\$ 3,332,865.00

Passed by majority vote of the Board of Education of Camden County on the 9th day of February, 2023.


[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 6th day of March 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 9th day of February, 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	75,287.48	
5200	Special Populations Services	1,491.74	
6900	Policy, Leadership & Public	338.70	

Explanation:

Total Appropriation in Current Budget	\$ 18,196,924.40
Amount of Increase/Decrease of Above Amendment	+ 77,117.92
Total Appropriation in Current Amended Budget	\$ 18,274,042.32

Passed by majority vote of the Board of Education of Camden County on the 9th day of February, 2023.


[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 6th day of March 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 9th day of February, 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

Explanation:

Total Appropriation in Current Budget	\$ 18,274,042.32
Amount of Increase/Decrease of Above Amendment	+ 0.00
Total Appropriation in Current Amended Budget	\$ 18,274,042.32

Passed by majority vote of the Board of Education of Camden County on the 9th day of February, 2023.


[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 6th day of March 2023.

[Signature]
Chairman, Board of County Commissioners

[Signature]
Clerk, Board of County Commissioners



Budget Amendment
Camden County Schools Administrative Unit
Capital Outlay Fund

The Camden County Board of Education at a meeting on the 9th day of February, 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
9100	Category I Projects	78,653.17	
9110	Category I Projects		42,416.69
9120	Category I Projects	0.00	
9130	Category I Projects		36,236.48
9200	Category II Projects	21,176.93	
9210	Category II Projects		7,365.15
9300	Category III Projects	44,567.22	
Explanation:			
Total Appropriation in Current Budget		\$	731,311.08
Amount of Increase / (Decrease) of Above Amendment			+ 58,379.00
Total Appropriation in Current Amended Budget		\$	789,690.08

Passed by majority vote of the Board of Education of Camden County Schools on the 9th day of February, 2023.


[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 in the minutes of said Board, this 6th day of March 2023.

[Signature]
Chairman, Board of County Commissioners

[Signature]
Clerk, Board of County Commissioners



D. DMV Monthly Report

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County April, 23 Renewals Due 5/15/23

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
36,681.23	32,685.37	21,306.64	90,673.24

Witness my hand and official seal this 7th day of March 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.
Robert Paul McIntosh	Turned in Plates - Refund	Pick-up/23257
	\$504.42	68298526
James R. Williams	Deferred Taxes	Pick-up/22622
	\$3,859.07	R-128239-2020
		R-135675-2021
		R-157809-2022

F. Tax Refunds Over \$100

ACS Tax System 2/24/23 16:52:20	REFUNDS OVER \$100.00 Refunds to be Issued by Finance Office	CAMDEN COUNTY Page 1
Refund\$ 851.18 Remit To: SICARIO PROPERTIES INC PO BOX 176 MOYOCK NC 27958	Reference: 2022 R 02-8935-01-28-9780.0000 overpayment	Drawer/Transaction Info: 20230221 1 272503
851.18 Total Refunds		

Submitted by <u><i>Lisa S. Anderson</i></u> Date <u>2-27-23</u> Lisa S. Anderson, Tax Administrator Camden County		
Approved by <u><i>Tiffney White</i></u> Date <u>3-7-23</u> Tiffney White, Chair Camden County Board of Commissioners		

G. Tax Collection Report

Tax Collection Report					
JANUARY 2023					
Day	Amount	Amount	Name of Account	Deposits	Internet
	\$	\$	\$	\$	\$
				-	
3	107,481.81			107,481.81	
	103,264.44			103,264.44	
4	96,277.76			96,277.76	
5	251,776.06		Refund - \$186.36	251,776.06	
6	33,185.59		PSN - Refund - \$7.52		33,185.59
	36,992.85		Refund - \$9.68	36,992.85	
9	55,833.12		Refund - \$0.01	55,833.12	
10	57,929.98			57,929.98	
11	5,866.81			5,866.81	
12	7,973.24			7,973.24	
13	42,914.64			42,914.64	
17	438,674.77			438,674.77	
18	5,892.80			5,892.80	
19	1,952.59			1,952.59	
20	24,712.81		Refund - \$0.17	24,712.81	
23	1,718.77			1,718.77	
	17,079.53		PSN		17,079.53
24	8,043.77			8,043.77	
25	2,626.55			2,626.55	
26	3,954.06			3,954.06	
27	6,095.47		Refund - \$27.60	6,095.47	
30	6,914.22			6,914.22	
31	7,169.63		Refund - \$3.48	7,169.63	
	4,851.32			4,851.32	
	8,764.40		PSN		8,764.40
			S975.42 payment by Tracey Dixon on 1/20/2023 was already paid.		
	\$1,337,946.99			\$1,278,917.47	\$ 59,029.52
Total Deposits and PSN	\$1,337,946.99			\$1,337,946.99	
		PSN Check fees - \$24.20 - for info only, fees were paid to PSN			
	\$ (234.82)	Refund			
	\$ -	Over			
		Shortage			
	\$ -	Adjustment			
NET TOTAL	\$1,337,712.17				

H. Vehicle Refunds Over \$100

Vehicle Refunds Over \$100.00														
North Carolina Vehicle Tax System														
NCVTS Pending Refund report														
JAN, 2023 REFUNDS OVER \$100.00														
Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund	Refund	Refund	Refund	Refund	Refund	Refund	Refund	Refund
Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Address 3	Refund	Refund	Refund	Refund	Refund	Refund	Refund	Refund	Refund
BURLEY, CHEYENNE SKY	BURLEY, CHEYENNE SKY	BURLEY, MELANIE DAWN	208 BEECHNUT AVE		SOUTH MILLS, NC 27976	Proration	0091640518	HMZ8337	AUTHORIZED	178370794	Refund Generated due to proration on Bill #0061690518-2021-2022-0000-00	Tag Surrender	01/24/2023	1/24/2023 11:17:18 AM
DOWN RIVER FARMS INC	DOWN RIVER FARMS INC		1381 SOUTH HWY 343		SHILOH, NC 27974	Proration	0070035119	YV3494	AUTHORIZED	178259370	Refund Generated due to proration on Bill #0070005119-2022-0000-00	Tag Surrender	01/24/2023	1/24/2023 8:56:53 AM
FOREHAND, JOHNNY PAUL JR	FOREHAND, JOHNNY PAUL JR		140 LAUREN LN		CAMDEN, NC 27921	Proration	0086275878	EMH8083	AUTHORIZED	178370748	Refund Generated due to proration on Bill #0086275878-2021-2022-0000-00	Tag Surrender	01/05/2023	1/5/2023 11:17:18 AM
FOSS, DAVID MICHAEL	FOSS, DAVID MICHAEL		120 CAROLINA RD		SOUTH MILLS, NC 27976	Proration	0063137007	HLF7323	AUTHORIZED	178259350	Refund Generated due to proration on Bill #0063137007-2022-0000-00	Tag Surrender	01/24/2023	1/24/2023 8:56:53 AM
HENDERSON, AUDIOMETRIC S INC	HENDERSON, AUDIOMETRIC S INC		PO BOX 2443		ELIZABETH CITY, NC 27908	Proration	0050738222	YA148203	AUTHORIZED	178259474	Refund Generated due to proration on Bill #0050738222-2022-0000-00	Tag Surrender	01/24/2023	1/24/2023 8:56:53 AM
MARTIN, CHRISTOPHER DALE	MARTIN, CHRISTOPHER DALE		112 CAROLINA RD		SOUTH MILLS, NC 27976	Proration	0064388492	EPNYBP	AUTHORIZED	178370788	Refund Generated due to proration on Bill #0064388492-2021-2022-0000-00	Tag Surrender	01/05/2023	1/5/2023 11:17:18 AM
MUMANDVIC, AHMEDIN	MUMANDVIC, AHMEDIN		290 KEETER BARN RD		SOUTH MILLS, NC 27976	Proration	0059994813	H0K3624	AUTHORIZED	178509980	Refund Generated due to proration on Bill #0059994813-2021-2022-0000-00	Tag Surrender	01/09/2023	1/10/2023 6:23:01 AM
PATTERSON, KEVIN ROBERT	PATTERSON, KEVIN ROBERT	PATTERSON, NICOLE ALDER	500 BRIDGE CT	APT 303	CAMDEN, NC 27921	Proration	0067811843	HMW4357	AUTHORIZED	178259348	Refund Generated due to proration on Bill #0067811843-2022-0000-00	Tag Surrender	01/24/2023	1/24/2023 8:56:53 AM
WESNER, KATHRYN ALEXANDRA	WESNER, KATHRYN ALEXANDRA	ANGEL, DANNY LEE SR	607 MAIN ST		SOUTH MILLS, NC 27976	Proration	0058043738	HET5838	AUTHORIZED	178259470	Refund Generated due to proration on Bill #0058043738-2022-0000-00	Tag Surrender	01/24/2023	1/24/2023 8:56:53 AM

Submitted by Lisa S. Anderson Date 2-9-23
 Lisa S. Anderson, Tax Administrator Camden County

Approved by Tiffany White Date 3-7-23
 Tiffany White, Chairman Camden County Board of Commissioners

I. American Rescue Plan Act Policies – Herein incorporated by reference, on file in the Finance Office.

Motion to approve the Consent Agenda as presented.

RESULT:	PASSED [4-0]
MOVER:	Tiffany White
AYES:	Tiffany White, Ross Munro, Sissy Aydlett, Troy Leary
ABSENT:	Randy Krainiak

ITEM 8. COUNTY MANAGER'S REPORT

County Manager Erin Burke included the following in her report:

- Attended the following meetings:
 - JCPC Meeting
 - NC Division of Information Technology Zoom Meeting
 - Ministers' Advisory Council
 - Pasquotank Camden EMS Quarterly Meeting
- Facilities Planning Coordination with department heads
- Courthouse sewer line extension under the railroad tracks
- JCPC Coordinator interviews
- Revaluation Meeting with Tax Administrator; notices to be mailed in April
- Annual Retreat preparation and debrief
- Salary & staffing discussions with the Sheriff
- Met with lobbyist to discuss water and infrastructure needs
- Highlighted *The Golden Times*, Senior Center Newsletter

ITEM 9. COMMISSIONERS' REPORTS

Commissioner Aydlett included the following in her report:

- The Board of Commissioners held its Annual Retreat in February and was a very productive meeting.
- Attended a meeting of Albemarle Regional Health Services.
- Participated in a ride-along with the Sheriff's.
- Attended the Pasquotank Camden EMS meeting with Chair White.
- Attended a meeting at the Albemarle Commission and learned a great deal about all the Commission does.

Chair White added that things are going in a good direction for the County.

ITEM 10. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES

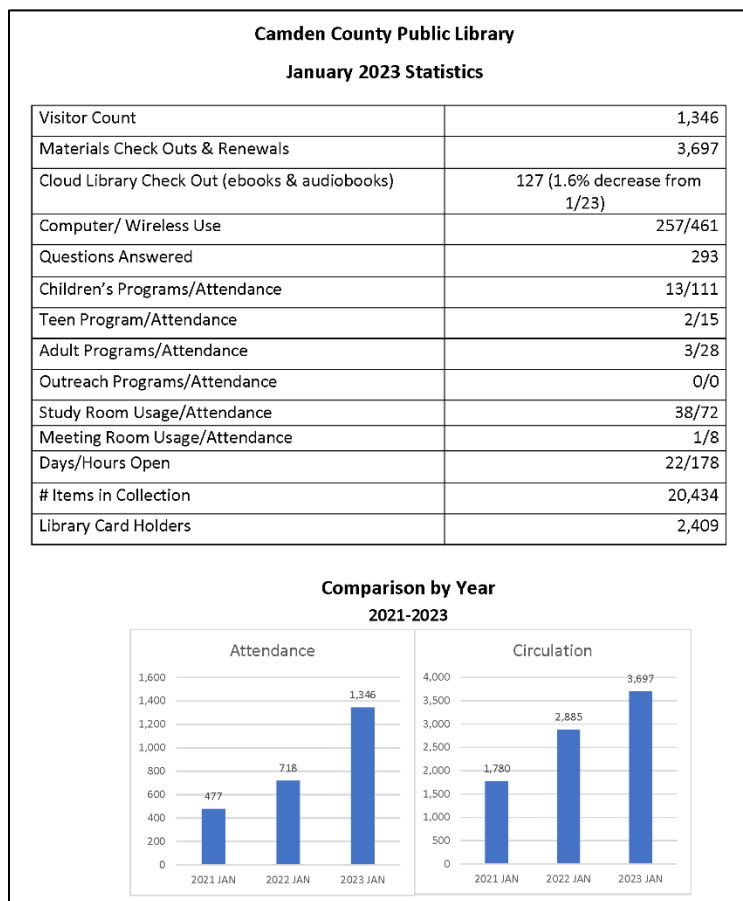
Included for information only:

A. Register of Deeds Report

Camden County Register of Deeds: Tammie Krauss January 2023 Daily Deposit										
DATE	NC CHILDREN'S TRUST	NC DOM. VIO. FUND	STATE REV. STAMPS	COUNTY REV. STAMPS	RETIREMENT	AUTO FUND	STATE TREASURY	ROD GENERAL	TOTAL	
01/03/23	\$ -	\$ -	\$ 557.13	\$ 579.87	\$ 3.26	\$ 19.43	\$ 24.80	\$ 169.51	\$	1,354.00
01/04/23	\$ -	\$ -	\$ 303.80	\$ 316.20	\$ 4.92	\$ 30.66	\$ 37.20	\$ 255.22	\$	948.00
01/05/23	\$ -	\$ -	\$ 719.81	\$ 749.19	\$ 3.45	\$ 18.83	\$ 43.40	\$ 164.32	\$	1,699.00
01/06/23	\$ 5.00	\$ 30.00	\$ 377.30	\$ 392.70	\$ 4.84	\$ 23.88	\$ 43.40	\$ 214.88	\$	1,092.00
01/09/23			\$ -	\$ -	\$ 3.33	\$ 19.29	\$ 31.00	\$ 168.23	\$	221.85
01/10/23	\$ -	\$ -	\$ 360.64	\$ 375.36	\$ 3.75	\$ 23.71	\$ 24.80	\$ 197.74	\$	986.00
01/11/23					\$ 0.56	\$ 3.03	\$ 6.20	\$ 27.21	\$	37.00
01/12/23	\$ 5.00	\$ 30.00	\$ 440.02	\$ 457.98	\$ 4.53	\$ 23.56	\$ 37.20	\$ 201.71	\$	1,200.00
01/13/23	\$ 15.00	\$ 90.00	\$ 1,704.22	\$ 1,773.78	\$ 9.68	\$ 48.27	\$ 68.20	\$ 413.65	\$	4,122.80
01/17/23			\$ 379.75	\$ 395.25	\$ 4.00	\$ 24.22	\$ 31.00	\$ 207.38	\$	1,041.60
01/18/23			\$ 185.71	\$ 193.29	\$ 3.51	\$ 17.46	\$ 55.80	\$ 157.23	\$	613.00
01/19/23					\$ 0.72	\$ 4.73		\$ 42.55	\$	48.00
01/23/23					\$ 4.14	\$ 25.92	\$ 18.60	\$ 227.34	\$	276.00
01/24/23			\$ 117.60	\$ 122.40	\$ 1.54	\$ 9.43	\$ 12.40	\$ 79.63	\$	343.00
01/25/23					\$ 1.88	\$ 10.97	\$ 18.60	\$ 93.55	\$	125.00
01/26/23			\$ 25.48	\$ 26.52	\$ 2.90	\$ 14.67	\$ 43.40	\$ 132.03	\$	245.00
01/27/23	\$ 5.00	\$ 30.00	\$ 122.01	\$ 126.99	\$ 2.30	\$ 10.34	\$ 12.40	\$ 92.96	\$	402.00
01/30/23			\$ 147.00	\$ 153.00	\$ 0.84	\$ 4.91	\$ 6.20	\$ 44.05	\$	356.00
01/31/23					\$ 0.48	\$ 2.53	\$ 6.20	\$ 22.79	\$	32.00
									\$	-
									\$	-
										0.00
										0.00
TOTAL	\$ 30.00	\$ 180.00	\$ 5,440.47	\$ 5,662.53	\$ 60.63	\$ 335.84	\$ 520.80	\$ 2,911.98	\$	15,142.25

Ledger Report Fee Distribution TAMMIE KRAUSS, REGISTER OF DEEDS Camden, NC Date Range From Sunday, January 01, 2023 to Tuesday, January 31, 2023	
Name	Amount
NC Children's Trust Fund	\$30.00
NC Domestic Violence Fund	\$180.00
State Revenue Stamp	\$5,440.47
County Revenue Stamp	\$5,662.53
Land Transfer Fee	\$0.00
Floodplain Map Fund	\$0.00
Supplemental Retirement	\$60.63
ROD Automation Fund	\$335.84
Dept Of Cultural Resources	\$0.00
Vital Records Fund	\$0.00
State General Fund	\$0.00
State Treasurer Amount	\$520.80
ROD General Fund	\$2,911.98
Total Distribution For Period	\$15,142.25
Cash Total	\$565.00
Check Total	\$14,208.25
Pay Account Total	\$369.00
ACH Total	\$0.00
Escrow Account Total	\$0.00
Overpayment Total	\$0.00
Total Deposit For Period	\$15,142.25

B. Library Report – Kim Perry

**ITEM 11. OTHER MATTERS**

None.

ITEM 12. ADJOURN

There being no further matters for discussion Chair White adjourned the meeting at 7:45 PM.

ATTEST:

Tiffney White, Chair
Camden County Board of Commissioners

Karen M. Davis
Clerk to the Board of Commissioners