

**Camden County Board of Commissioners**

**Regular Meeting**

**March 7, 2005**

**7:00 P.M.**

**Camden County Courthouse  
Camden, North Carolina**

The regular meeting of the Camden County Board of Commissioners was held Monday, March 7, 2005 at 7:00 p.m. in the Camden County Courthouse, Courthouse Complex.

The following members were present:

Chairman Melvin J. Jeralds  
Commissioners Jennings, Carolyn Riggs, and Andrews  
County Manager Randell Woodruff  
Clerk to the Board Ava Murgia

Also attending was Attorney Herbert Mullen, Planning Director Dan Porter, and Finance Officer Clarann Mansfield.

Chairman Jeralds called the meeting to order. Commissioner Carolyn Riggs gave the invocation and led the Pledge of Allegiance.

Chairman Jeralds asked the Clerk to note for the record that Vice Chairman Riggs was absent due to his job requiring him to be in Maryland.

**Public Comments**

Chairman Jeralds called for any comments from the public.

Perry Morrow, 150 Keeter Barn Road, submitted a statement for the record that he read to the Commissioners.

Chairman Jeralds stated that the Board would take Mr. Morrow's suggestions under advisement.

**Consideration of Minutes --February 8, 2005 Regular Meeting and February 10, 2005 Reconvened Meeting**

Commissioner Andrews stated that he had asked Ven Poole several questions at the February 8, 2005 meeting after Mr. Poole's presentation and those questions were not in the minutes.

Chairman Jeralds directed the Clerk to review the audio tape for Commissioner Andrews' questions.

Chairman Jennings made a motion to approve the minutes of the February 10, 2005 reconvened meeting, subject to correction of typographical and technical errors. The motion passed with Chairman Jeralds, Commissioners Jennings, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

**Consideration of Agenda**

County Manager Randell Woodruff asked that *Item X. County Manager's Report, C. Issuing a Credit for Variance Fee*, and *Item XVI. Closed Session, 2. Pursuant to G.S. 143-318.11(a)(6) Property Acquisition* be added to the agenda.

Commissioner Jennings made a motion to approve the agenda as amended. The motion passed with Chairman Jeralds, Commissioners Jennings, Carolyn Riggs, and Andrews

voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

**Presentation by Mike Kane, Tischler & Assoc-School Impact Fees Study**

Mike Kane stated the County of Camden retained Tischler & Associates, Inc. (TA) to prepare a School Impact Fee Study for the Camden County Public Schools. Impact fees are one-time payments that are used to construct growth-related infrastructure. As residential development occurs in the County and student enrollment continues to grow, additional capital facilities and equipment is needed by the Camden County Public Schools to meet the demand created by the additional students. The school impact fees presented in the study are proportionate to the capital facility demands that new development places on Camden County Public Schools.

The impact fee study uses an incremental expansion methodology to calculate the impact fee per housing unit. Two (2) critical components under this approach are (1) student generation rates (i.e. the number of public school students per housing unit), and (2) the Camden County Public Schools' current net capital cost per student, based on the school system's existing level of service standards. The impact fee is calculated by multiplying the student generation rate by the net capital cost per student.

Student generation rates are based on a cross tabulation of 2000 "long-form" data from the U.S. Census Bureau's Public Use Microdata Sample (5% PUMS data). This custom cross tabulation provides an estimate of student generation rates in Camden County based on the number of public school students by school level and type of housing. Infrastructure components used to calculate the net cost per student are limited to the cost of school sites and school buildings, administrative and support facilities, and vehicles (e.g., buses needed to transport students).

The documentation provided by TA satisfies the legal criteria generally applicable to impact fees, which are commonly referred to as the "rational nexus" test and contains three (3) elements: need, benefit and proportionality.

School impact fees are imposed per housing unit, with varying amounts by type of housing. The fee schedule for detached housing units includes both stick built and manufactured homes. The fee for all other housing types include multi-family units and townhouses.

**Need for Additional School Funding**

The student enrollment projection prepared in the impact fee study indicates that residential development will result in enrollment at the Camden County Public Schools growing by as many as 1,400 students between 2004 and 2020. Given the per student cost of offering the current level of service, a cash flow projection prepared for this study indicates that Camden County Public Schools is facing a need for approximately \$12 million in school capacity expansion funding over the next six (6) years. On an average annual basis, there is a need for approximately \$2 million per year in additional school funding.

**Basic Understanding of Impact Fees**

In contrast to development exactions, which are typically referred to as project-level improvements, impact fees fund growth-related system improvements that will benefit multiple development projects, or even the entire jurisdiction.

**Why Impact Fees**

Infrastructure funding alternatives force decision-makers to wrestle with a dynamic tension between two (2) competing desires. Only new housing units generate school impact fees. In contrast, on-going revenues like property taxes are paid by existing development, plus new development that is added each year. Therefore, the property tax base continues to increase over time, but the increase in new housing units is relatively constant from year to year.

In Camden County, elected officials are considering a policy decision to change the funding sources for public schools. If the County implements impact fees, it represents a policy decision to shift infrastructure funding from broad-based revenues (e.g., property taxes) to revenues that have a stronger nexus between the fee payers and the demand for public facilities. As a dedicated revenue source, impact fees could provide significant funding for growth-related school capacity in Camden County.

#### Summary of Growth Indicators

As part of the school impact fee work scope, Tischler & Associates, Inc. (TA) analyzed student generation rates in Camden County, North Carolina. As part of this analysis, TA reviewed recent residential construction trends in Camden County as well as prepared residential development projections in the County for the 2004 to 2020 time period. Such a review of past and future development trends in the County is an important component of assessing the demand for additional school capital facilities as well as characterizing the population that is pertinent to student generation rates.

Based on input from Camden County staff, and the development trends provides the housing, demographic, and enrollment projection data used in the impact fee study. The data is based on the linear housing projection. This scenario projects future residential units based on the average annual growth rate during the 2000 to 2004 period. During this time, the number of housing units in the County increased an average of 5.5 percent per year. Applying this growth rate to the 2004 estimate, the scenario assumes an additional 199 units in 2005. This numerical figure of 199 units was applied to future years arrive at the annual development projections. Based on this alternative, the number of housing units in the County is projected to increase by nearly 3,200 units by 2020, resulting in an increase of 1,400 public school students. This growth translates into an annual increase of 88 students per year over the projection period.

It should be noted that the housing and population projections used in the impact fee study are higher than the 2020 population projections prepared by the North Carolina Office of State Budget and Management/North Carolina State Data Center. The state projects that the County's population will be approximately 9,500 residents in 2020, adding about 1,100 new residents and 504 housing units over the next 16 years. Given recent housing growth in the County (163 units per year during the 200 to 2004 period) and that there are 675 units that are currently under consideration (or approved) by the County, the state population projection appears quite conservative.

#### Camden County Public School Impact Fees

The school impact fee methodology is based on current public school student generation rates, local costs, and level of service standards. The basic formula used to derive the impact fees is to multiply student generation rates by the net capital cost of public schools per student. To avoid potential double payment for school facilities, the methodology includes a principal payment credit for future principal payments on existing school debt. Impact fees are limited to the cost of school sites and school buildings, administrative and support facilities, and vehicles (e.g., buses needed to transport students).

#### Public School Students per Housing Unit

To determine the number of public school students by school level and type of housing, TA produced a custom, cross tabulation of 2000 "long-form" data from the U.S. Census Bureau's Public Use Microdata Sample (5% PUMS data). Student generation rates used in the impact fee calculations are based on public school students, not school-aged children, and the number of housing units as determined by census data for Camden County.

#### PUMS Results

Detailed student generation rates by school level and housing type is possible using individual responses to the long-form U.S. Census questionnaires. A 5% sample of census data is available for geographic areas of roughly 100,000 people, also known as

Public Use Microdata Areas (PUMA). TA derived student generation rates using PUMS data for North Carolina PUMA 04800, which encompasses Camden County, and Virginia PUMA 03000, which includes the City of Chesapeake, Virginia. Virginia PUMA 03000 was used in the analysis because residential development in the County is—in part—driven by the expanding Hampton Roads metropolitan area, indicating that student generation rates in the County should reflect this development trend.

#### **Implementation and Administration**

TA recommends that Camden County adhere to the following accounting practices. Impact fees should be placed in a separate fund and accounted for separately and only used for the purposes authorized by the Camden County school impact fee ordinance. Interest earned on the separate fund should be credited to the fund. County staff should prepare an annual statement on impact fee collections and expenditures.

All costs in the impact fee calculations are given in current dollars with no assumed inflation rate over time. Necessary cost adjustments can be made as part of a periodic evaluation and update of fees. One approach is to adjust for inflation in construction costs by means of an index like the one published by Engineering News Record (ENR). This index could be applied against the adopted fee schedule. If cost estimates change significantly, Camden County should redo the fee calculations.

If a specific development proposal is expected to have significantly different demand generators than those used in this study, Camden County may allow or require a developer to submit an independent impact fee analysis with adequate documentation of alternative factors. Administrative procedures for the independent analysis should be included in the ordinance that implements the impact fees.

Specific policies and procedures related to site-specific credits should be addressed in the ordinance that establishes the school impact fees. Project improvements normally required as part of the development approval process are not eligible for credits against impact fees. If a developer constructs or provides a system improvement that was included in the fee calculations, it will be necessary for Camden County to either reimburse the developer or provide a credit against the fees for the system improvement. The developer must provide sufficient documentation of the actual cost incurred for the system improvement. Camden County should only agree to pay the lesser of the actual cost or the estimated cost used in the impact fee analysis. If the County pays more than the cost used in the fee analysis, there will be insufficient fee revenue.

Commissioner Carolyn Riggs questioned the calculations for multiple building.

Mr. Kane stated it is per apartment.

Commissioner Carolyn Riggs asked Mr. Kane to explain the credit, where the residents are not double paying.

Mr. Kane stated that this offsets the fact that residents paid for schools through property taxes as well as the impact fees.

Robert McWilliams, 942 Sandy Hook Road, questioned if it was anticipated that if these fees were enacted, that they would have any impact at all on the growth or development or is there all correlation between the sizes of the impact fees and perceptible flow in growth and people moving to the adjacent counties.

Mr. Kane stated that if people decide to live in Camden County, they will live here and location is going to trump the cost.

Mr. McWilliams stated that the impact fees are just a way to mitigate the development cost, but does not reflect as a whole the cost of development, and the impact fees are only addressing the schools, not including the garbage, police, fire or any other infrastructure.

Robert Gower, 178 Horseshoe Road, after having several questions answered by Mr. Kane, spoke against enacting impact fees since Durham County was defeated.

Mark Gregory, 324 Hwy. 158, questioned if impact fees would apply to retirement communities.

Buddy Tucker, 617 Trotman, stated Mr. Kane should sharpen his pencil and questioned how much the study cost.

**Consideration of Ordinance No. 2005-02-02 A Proposed Ordinance Amending the Camden County Code of Ordinances – Article 151**

The public hearing was held on February 21 and comments were received. Recommended changes to Article 151.243 has been made.

Robert McWilliams, 642 Sandy Hook Road, questioned what the Ordinance relates to.

Planning Director Dan Porter explained Article 151 and the changes that were made.

Commissioner Andrews made a motion to approve Ordinance No. 2005-02-02. The motion passed with Chairman Jeralds, Commissioners Jennings, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

**Presentation by Christy Saunders- Emergency Management Director – Resolution No. 2005-03-02**

Christy Saunders, Emergency Management Director, explained the Fire/Emergency Medical Response Mutual Aid Agreement with the City of Chesapeake and Resolution No. 2005-03-02, and stated this mutual aid agreement would benefit Camden because the Chesapeake Fire Department has the resources that are beneficial to the county. This agreement would formalize the mutual aid Chesapeake has provided in the past.

Buddy Tucker, 617 Trotman Road, asked about the Coast Guard facilities.

Mrs. Saunders stated Emergency Management uses the Coast Guard on a regular basis, but the Coast Guard only provides personnel, and does not provide hazardous material coverage.

Commissioner Andrews asked is there would be any cost to the county.

Mrs. Saunders stated not at all. Mrs. Saunders spoke to Fire Chief's Robbie Tarkington and Kenny Swinson and both are agreeable to the mutual aid agreement.

Commissioner Carolyn Riggs asked if there would be anything that would not be a positive for Camden County.

Mrs. Saunders stated not that she knew of.

Jim Castello, 128 Culpepper Road, questioned what calls per month were anticipated and the response time.

Mrs. Saunders stated this mutual aid agreement is for when local Emergency Management has exhausted their resources and need assistance; it is not to replace any of their own equipment. It is when they have a large fire, large accident or hazardous material incident.

Commissioner Andrews made a motion to approve Resolution No. 2005-03-02 Mutual Aid Agreement with the City of Chesapeake. The motion passed with Chairman Jeralds, Commissioners Jennings, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

Approved Resolution No. 2005-03-02 reads as follows:

**Resolution No. 2005-03-02**

**AUTHORIZATION AGREEMENT TO ENTER INTO MUTUAL AID AGREEMENT WITH CITY OF CHESAPEAKE**

WHEREAS, N.C.G.S. 58-93-1 authorizes fire departments to send firemen and apparatus beyond the territorial limits which it normally serves; and

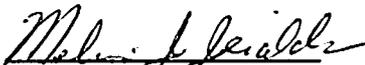
WHEREAS, N.C.G.S. 160A-461 authorizes any local government in this state or any other state (to the extent permitted by the laws of the other state) to enter into contracts or agreements with each other in order to execute any undertaking, and

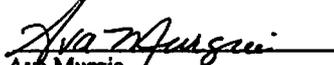
WHEREAS, the City of Chesapeake requires a government entity as a signatory for the Mutual Aid Agreement between the city of Chesapeake, the South Mills Volunteer Fire Department, Inc. and the South Camden Fire Department, Inc.;

NOW THEREFORE BE IT RESOLVED, that the South Mills Volunteer Fire Department, Inc. and South Camden Fire Department, Inc. do hereby authorize the County of Camden to enter into a Mutual Aid agreement with the City of Chesapeake on their behalf for the purpose of providing fire suppression response and/or any other response in accordance with their training.

Approved by the Camden County Board of Commissioners this 7<sup>th</sup> day of March 2005.

(SEAL)

  
Melvin Jerald, Chairman  
Camden County Board of Commissioners

  
Ava Murgia  
Clerk to the Board

**SOUTH MILLS VOLUNTEER FIRE DEPARTMENT, INCORPORATED**  
President \_\_\_\_\_

STATE OF NORTH CAROLINA  
COUNTY OF CAMDEN

I, the undersigned notary public, in and for the County and State aforesaid, do hereby certify that, \_\_\_\_\_, President of the South Mills Volunteer Fire Department, Inc. in Camden County, North Carolina, whose name as such is signed to the foregoing Agreement have acknowledged the same before me in my county and state aforesaid.

Witness my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_, 2005.

**SOUTH CAMDEN VOLUNTEER FIRE DEPARTMENT, INCORPORATED**  
Chairman, Board of Fire Commissioners \_\_\_\_\_

STATE OF NORTH CAROLINA  
COUNTY OF CAMDEN

I, the undersigned notary public, in and for the County and State aforesaid, do hereby certify that, \_\_\_\_\_, Chairman, Board of Fire Commissioners of the South Camden Fire Department, Inc. in Camden County, North Carolina, whose name as such is signed to the foregoing Agreement have acknowledged the same before me in my county and state aforesaid.

Witness my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_, 2005.

**Christy Saunders - Identification Cards - Access Card Policy**

Mrs. Saunders stated that a policy will be put into place for standards regarding identification and access cards, which identify an employee or elected official, to be used to control access to various buildings and facilities, specific floor, specific doors and stairwells, and the time of day access is allowed. Mrs. Saunders stated the equipment for the identification and access cards was received through a Homeland Security grant at no cost to the county. Employees will be designated by Level 1 or Level 2 because their work directly supports efforts to maintain or restore public safety.

Commissioner Carolyn Riggs made a motion to approve the Identification and Access Card Policy as submitted by Christie Saunders, Director of Emergency Management. The motion passed with Chairman Jerald, Commissioners Jennings, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

**Code Enforcement - Monthly Report**

Chairman Jeralds asked how many new code enforcement cases in the month of February.

Dan Porter stated there are several where burn releases have been signed and staff is presently working on having the Fire Departments burn them.

Commissioner Andrews asked if the residents of 1272 North Highway 343 have been evicted.

Dan Porter stated the landlord has to make the tenant clean up the debris, and the landlord is trying to evict the tenant.

**Finance Office – Budget Amendments 2004-05-BA026 and 2004-05-BA027**

Commissioner Jennings made a motion to approve budget amendments 2004-05-BA026 and 2004-05-BA-027 as submitted by the Finance Officer. The motion passed with Chairman Jeralds, Commissioners Jennings, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

The approved Budget Amendments are as follows:

2004-05-BA026  
BUDGET AMENDMENT

CAMDEN COUNTY ADMINISTRATIVE UNIT

General Fund

The Camden County Board of Commissioners passed the following resolution at the meeting on the 7<sup>th</sup> day of March, 2005. Be it resolved that the following are amendments to the budget resolution for the fiscal year ending June 30, 2005.

CODE NUMBER	DESCRIPTION OF CODE	INCREASE	AMOUNT	
			DECREASE	
10-6200-14	Travel/310		\$ 750.00	
10-6200-67	Other Services		\$5,566.00	
10-9990	Contingency			\$6,316.00

Explanation: Matching funds were not included in expenditure budget.

Total Appropriation in Current Budget.....	\$12,133.00
Amount of Decrease of the above amendment.....	\$ 6,316.00
Total appropriation in Current Amended Budget.....	\$ 5,817.00

We, the Board of County Commissioners of Camden County, hereby approve the changed in the County Budget as indicated above and have made entry of these changes in the minutes of said board this 7<sup>th</sup> day of March, 2005.  
Passed by majority vote of the Board of County Commissioners of Camden County on the 7<sup>th</sup> day of March, 2005.

  
Chairman, Board of Commissioners

  
Vice-Chm. Bd of Commissioners

  
Clerk to the Board of Commissioners

2004-05-BA027  
BUDGET AMENDMENT

CAMDEN COUNTY ADMINISTRATIVE UNIT

Shiloh Landing Trust Fund

The Camden County Board of Commissioners passed the following resolution at the meeting on the 7<sup>th</sup> day of March, 2005. Be it resolved that the following are amendments to the budget resolution for the fiscal year ending June 30, 2005.

CODE NUMBER	DESCRIPTION OF CODE	INCREASE	AMOUNT	
			DECREASE	
68-3610.00	Grant		\$18,033.00	
68-6160-74	Access Expenses		\$18,033.00	

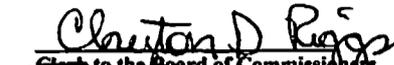
Explanation: Recording of neighborhood access grant revenue and expense funds.

Total Appropriation in Current Budget.....	\$13,100.00
Amount of Increase/Decrease of the above amendment.....	\$18,033.00
Total appropriation in Current Amended Budget.....	\$31,133.00

We, the Board of County Commissioners of Camden County, hereby approve the changes in the County Budget as indicated above and have made entry of these changes in the minutes of said board this 7<sup>th</sup> day of March, 2005.  
 Passed by majority vote of the Board of County Commissioners of Camden County on the 7<sup>th</sup> day of March, 2005.

  
 Chairman, Board of Commissioners

  
 Clerk, Bd of Commissioners

  
 Clerk to the Board of Commissioners  
 VICE Chairman

**Sheriff's Office – All Terrain Vehicle Regulation**

Sheriff Perry stated that as a member of the NC Sheriff's Association Legislative Committee, they met and discussed Senate Bill 189 for All Terrain Vehicle Regulation. Senate Bill 189 addresses the needs for the enforcement of ATV's on private property, public roadways, and requires safety equipment for riders. Sheriff Perry stated that North Carolina does not regulate ATV's and needs to recognize the danger of young riders to prevent deaths and property damage. Sheriff Perry asked the Board for support of Senate Bill 189 by sending letters of support to Senator Marc Basnight, Representative Bill Owens, and to the North Carolina Association of County Commissioners.

Following discussion, no action was taken.

**Set Public Hearing for Rural Operating Assistance Program**

The Commissioners must conduct a public hearing relative to the County's annual application for the FY2005-06 Rural Operating Assistance Program (ROAP). ROAP consists of three elements: Elderly & Disabled Transportation Assistance Program (EDTAP); Work First/Employment; Rural General Public (RGP).

With the exception of the Work First element, which is administered by the Camden County Social Services Department, this program is administrated regionally through the InterCounty Public Transit Agency (ICPTA). As in past years, Herb Mullen, ICPTA Director, will be assisting the County in its application.

Since the ROAP program requires a minimum 14-day notification in the newspaper, the closest meeting is Monday, April 4, 2005. The Commissioners will need to take action that same evening so that the application can be submitted in time for the May 6, 2005 deadline.

Commissioner Jennings made a motion to set public hearing for the Rural Operating Assistance Program for April 4, 2005 at 7:00 p.m. or as soon thereafter as the agenda allows. The motion passed with Chairman Jeralds, Commissioners Jennings, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

**Tax Matters – Tax Releases, Refunds and Pick Ups**

Commissioner Jennings made a motion to approve the tax releases, refunds and pick ups as submitted by the Tax Administrator. The motion passed with Chairman Jeralds, Commissioners Jennings, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

Michael Stone	\$128.11	Release	Military Exempt
Michael Stone	\$115.36	Release	Military Exempt
John Robertson	\$161.89	Release	Military Exempt
Michael Malcolm	\$165.23	Release	Prorated Bill
Myrtle Lamb	\$179.60	Release	Double Listing
Amy Cober	\$177.69	Pick Up	List in Pasquotank
Aliene Stanberry	\$642.60	Pick Up	Roll Back Tax

Michael Hanas	\$2,000.00	Pick Up	Code Enforcement Fee
Joyce Aydlett	\$106.74	Pick Up	Roll Back Tax
Duane Dunivan	\$218.54	Refund	Military Exempt

**Tax Matters – Authorization to Collect Vehicle Renewals – November, 2004**

Commissioner Jennings made a motion to approve the Authorization to Collect Vehicle Renewals as submitted by the Tax Administrator. The motion passed with Chairman Jerals, Commissioners Jennings, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County (November 2004 Renewals) Due 3/01/05

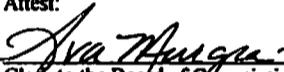
You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Administrator and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be 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>
12,997.75	16,184.94	7,564.54	36,747.23

Witness my hand and official seal this 7<sup>th</sup> day of March, 2005.

  
 \_\_\_\_\_  
 Chairman, Camden County Board of Commissioners

Attest:

  
 \_\_\_\_\_  
 Clerk to the Board of Commissioners of Camden County

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

  
 \_\_\_\_\_  
 Tax Administrator of Camden County

**Tax Matters – Resolution No. 2005-03-01 Establishing the Advancement of the Camden County Revaluation Schedule from January 1, 2009 to January 1, 2007**

Pursuant to the meeting with the Department of Revenue on February 15, 2005, it was suggested that a property revaluation be advanced two (2) years, which requires a resolution by the Board.

Commissioner Carolyn Riggs made a motion to approve Resolution No. 2005-03-01. The motion passed with Chairman Jerals, Commissioners Jennings, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

Approved Resolution No. 2005-03-01 reads as follows:

**Resolution No. 2005-03-01**

**RESOLUTION ESTABLISHING THE ADVANCEMENT OF THE CAMDEN COUNTY REVALUATION SCHEDULE FROM JANUARY 1, 2009 TO JANUARY 1, 2007**

WHEREAS, the State of North Carolina, Department of Revenue, pursuant to North Carolina General Statutes 105-286, has authorized the Camden County Commissioners to adopt a Resolution to advance the general reappraisal of Camden County two years from 2009 to 2007.

WHEREAS, if the scheduled date for reappraisal for Camden County is advanced herein, real property in that County shall thereafter be reappraised every eight years following the advanced date unless, in accordance with the provisions of that subdivision subsequent reappraisals are likewise advanced.

NOW, THEREFORE, BE IT RESOLVED, that the Camden County Board of Commissioners does hereby establish the advanced scheduled octennial reappraisal date from January 1, 2009 to January 1, 2007. The following Resolution having been submitted to vote received a four (4) to zero (0) vote and was adopted this the 7<sup>th</sup> day of March, 2005.

WHEREAS, a copy of this said Resolution shall be forwarded promptly to the Department of Revenue.

  
Melvin J. Jeralds, Chairman  
Camden County Board of Commissioners

(SEAL)

ATTEST:   
Ava Murgia  
Clerk to the Board of Commissioners

**Tax Matters - Board of Equalization and Review (E&R) Board - Set the Schedule Dates**

Tax Administrator Mary Rhodes stated the E&R Board must convene April 4, 2005 and adjourn on April 18, 2005.

Commissioner Andrews made a motion to approve advertising of April 4, 2005 and April 18, 2005 for the E&R Board in the Daily Advance newspaper. The motion passed with Chairman Jeralds, Commissioners Jennings, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

**Proclamation for Fair Housing Month April 2005**

Commissioner Andrews made a motion to approve a Proclamation for April 2005 as Fair Housing Month. The motion passed with Chairman Jeralds, Commissioners Jennings, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

The Proclamation reads as follows:

**PROCLAMATION  
FOR  
FAIR HOUSING MONTH  
APRIL 2005**

*WHEREAS*, April 2005 marks the 37<sup>th</sup> anniversary of the Federal Housing Act of 1968 and the 22<sup>nd</sup> anniversary of the North Carolina Fair Housing Act. Both laws prohibit discrimination in housing because of race, color, sex, religion, national origin, handicap and familial status; and

*WHEREAS*, the Camden County Board of Commissioners, Northeastern Community Development Corporation, Elizabeth City State University Community Development Program, Elizabeth City - Pasquotank Community Relations Commission, and the Albemarle Area Board of Realtors, county and local governments, concerned citizens and the housing industry, are working to make fair housing opportunities possible for all our citizens. Through their efforts, they are encouraging others to abide by the letter and the spirit of the fair housing laws; and

*WHEREAS*, one of the most important concerns of Camden County citizens is the availability of housing to them as individuals and families. By supporting and promoting fair housing and equal opportunity, we are contributing to the health of our County and our State;

*NOW, THEREFORE*, I, Melvin J. Jeralds, Chairman of the Camden County Board of Commissioners, do hereby proclaim April 2005 as "Fair Housing Month" in Camden County, and urge our citizens to rededicate themselves to ensuring that fair housing laws are always upheld and citizens are protected against discrimination.

*ADOPTED*, this 7<sup>th</sup> day of March 2005.

  
Melvin J. Jeralds, Chairman  
Camden County Board of Commissioners

(Seal)

ATTEST:  
  
Ava Murgia  
Clerk to the Board

**Albemarle Mental Health - Monitoring Report**

Mr. Charles Franklin, Area Program Director, is requesting that at least two (2) of the Albemarle Mental Health - Quarterly Fiscal Monitoring Reports be read into the minutes of the Board meeting to comply with new mental health reform legislation and State administrative polices, which became effective July 1, 2002 that requires the Center's Quarterly Fiscal Monitoring Report to be presented at least twice per year to the six (6)

Boards of Commissioners and read into the minutes of each respective Board of County Commissioners meeting (twice yearly).

Commissioner Jennings made a motion to acknowledge Albemarle Mental Health Second Quarter Fiscal Monitoring Report into the record. The motion passed with Chairman Jerals, Commissioners Jennings, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

### **County Manager's Report**

#### **North Carolina Saltwater Fishing Fund**

Following discussion, Chairman Jerals so ordered the County Manager to contract Dare County for more information.

#### **Volunteer Form**

County Manager Randell Woodruff stated a Volunteer Form has been received from Rhonda Bangle interested in serving on the Planning Board.

Chairman Jerals stated Ms. Bangle's form would be kept on file for consideration upon a vacancy on the Planning Board.

#### **Issuing Credit for Variance Fee**

Ms. Jean Scott requested a variance to allow deeding of a portion of her property to Mr. Clarence Sanders. Ms. Scott is unable to afford the bulkhead and fill needed, and Mr. Sanders will bulkhead the area to prevent further erosion.

Commissioner Jennings made a motion to issue a credit to Jean Scott for 109 River Road, less advertising costs and any other costs incurred by the county. The motion passed with Chairman Jerals, Commissioners Jennings, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

### **Closed Session**

Commissioner Jennings made a motion to go into closed session pursuant to G.S. 143-318.11(a)(3) for the purpose of consultation with attorney and pursuant to G.S. 143-318.11(a)(6) for the purpose of discussing property acquisition. The motion passed with Chairman Jerals, Commissioners Jennings, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

The Commissioners entered closed session at 8:44 p.m.

Commissioner Jennings made a motion to come out of closed session and back into regular session. The motion passed with Chairman Jerals, Commissioners Jennings, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

The Commissioners re-entered regular session at 9:18 p.m.

Chairman Jerals called for any motions following closed session.

Commissioner Jennings made a motion to approve the revised diagram plan of the brick walkway and send to David Black Architects. The motion passed with Chairman Jerals, Commissioners Jennings, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

**Adjourn**

There being no further business, Commissioner Jennings made a motion to adjourn the meeting. The motion passed with Chairman Jerals, Commissioners Jennings, Carolyn Riggs, and Andrews voting aye; no Commissioner voting no; Commissioner Clayton Riggs absent; and no Commissioner not voting.

The meeting adjourned at 9:20 p.m.

  
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Melvin J. Jerals, Chairman  
Camden County Board of Commissioners

ATTEST:

  
\_\_\_\_\_  
Ava Murgia  
Clerk to the Board