**Camden County Board of Commissioners**
**South Camden Water & Sewer District Board of Directors**
**April 7, 2025**
**Closed Session – 5:30 PM**
**Regular Meeting – 7:00 PM**
**Camden Public Library Boardroom**
**118 Hwy 343 North**

**Minutes**

A duly-noticed regular meeting of the Camden County Board of Commissioners was held in boardroom of the Camden Public Library on April 7, 2025 at 7:00 PM, with a Closed Session at 5:30 PM to discuss personnel. The planned Interim County Attorney appointment and consultation was canceled.

**CALL TO ORDER**
The meeting was called to order by Chair Tiffney White at 5:30 PM. Also Present: Vice Chair Troy Leary, Commissioners Randy Krainiak, Sissy Aydlett and Dr. Jason Banks.

Administration Staff Present: County Manager Erin Burke and Clerk to the Board Karen Davis.

**CLOSED SESSION**

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

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

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

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

**RECONVENE**
Chair White reconvened the Board of Commissioners at 7:00 PM for open session and announced that the purpose of the Closed Session was to discuss personnel and that the Interim County Attorney appointment and consultation was canceled.

**INVOCATION & PLEDGE OF ALLEGIANCE**
Pastor Kevin Buzzard gave the invocation and the Board led in the Pledge of Allegiance.

**ITEM 1. CONSIDERATION OF AGENDA**

**Motion to amend the agenda to add to New Business as Item 6.I. the Resolution Making Certain Findings and Determinations Relating to General Obligation Bonds and a General Obligation Bond Anticipation Note to be Issued by the County of Camden, North Carolina.**

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

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

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

**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 – Introduction of new staff by HR Technician Amanda Mathews.

**ITEM 4. PUBLIC COMMENTS (AGENDA-RELATED)**

None.

**ITEM 5. OLD BUSINESS**

A. Moratorium Update - County Manager Erin Burke

- Winter Study for river completed.
- Soil Sampling completed for High Rate Infiltration adjacent to the spray field irrigation area in South Mills.
- Awaiting the results of the High Rate Infiltration study and will begin summer monitoring portion of the river study in June with anticipated results in the Fall 2025.

## ITEM 6. NEW BUSINESS

A. Vehicle Tax Appeal

Tax Specialist Teri Smith reviewed the process by which the state requires tax departments to assess vehicle taxes. Following, Mr. John Henderson explained his request to the Board for an appeal of his vehicle taxes.

**Motion to deny based on the Tax Department's adherence to existing state requirements for vehicle tax billing.**

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

B. Request for Land Permission Letter for Betsy Dowdy Sign Grant – Erin Burke

**Request for Land Permission Letter- Betsy Dowdy Sign Grant**

**The Legend of Betsy Dowdy's Ride**

As part of Camden's America 250 NC Celebration, Camden County's 250th committee and TDA are pursuing a grant from the William G. Pomeroy Foundation for a Legends & Lore Marker commemorating Betsy Dowdy's legendary and brave ride. Although there is no documented account, oral tradition of the story is strong and has circulated throughout NC for almost 250 years.

On the evening of Dec. 8, 1775, a teenage Betsy mounted her horse, Black Bess, and galloped from her home in Corolla, across Currituck, Camden, and Elizabeth City to reach General Skinner's home in Hertford to warn him of the British advancing to Great Bridge, Virginia. Hearing Betsy's warning, Gen. Skinner and his NC militia quickly made their way up to Great Bridge to defeat the British troops and keep the port as well as NC in American control for the remainder of the revolution. She was NC's very own Paul Revere!

**Pomeroy Foundation Marker Grant Program**

Pomeroy grants are available to non-profit, local, state and federal government entities. Legend & Lore marker grants are fully funded and cover the entire cost of the marker, pole and shipping. If approved, the Foundation mails a check for the total amount made payable to the applying agency. Marker order instructions are provided and the recipient is responsible for the installation of the marker (following state guidelines for digging/excavation).

Marker placements are carefully considered and should not be placed on high-traffic roadways with no place for a vehicle to safely pull over out of traffic or on private property. Applying entity must provide a Land Permission Letter. If the land is owned by a municipality or another agency, please use official letterhead.

**Proposed Camden Sign Location:**

- **160 US Hwy 158 East – County property along 158 and Tax/Water Department** (see map with yellow highlighted area)
- This location is owned by the county and provides a safe and convenient place to pull off highway and park.
- For Reference: Currituck and Perquimans are home to Betsy Dowdy signs by the Pomeroy Foundation. Currituck sign is located at 4451 Caratoke Hwy (near Dollar General) and the Perquimans sign is located at 128 N. Church St (in front of Perquimans County Courthouse). Documents include images of Betsy's Ride signs.

Camden County TDA would be submitting the grant paperwork (due 4/28). Would the Camden County Board of Commissioners consider and approve providing a Land Permission Letter (Example Provided) demonstrating that Camden TDA has permission to install a Legends & Lore marker on the site proposed above, pending grant approval from the William C. Pomeroy Foundation. (Grants are awarded in August)

Thank you for your consideration of this request.

**Motion to approve the request for the land permission letter for the Betsy Dowdy Sign Grant.**

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

C. Camden Economic Development Commission Bylaws – Erin Burke

# Camden Economic Development Commission
## Bylaws

ARTICLE I
Name
The name of this organization shall be the Camden Economic Development Commission, hereinafter referred to as the Commission or the CEDC.

ARTICLE II
Service Area
The service area of the Commission shall be within the three Townships of Camden County.

ARTICLE III
Purpose and Objectives

1. The purpose of this Commission (CEDC) is to assist the County in the area of economic development and recruitment.

2. The Commission (CEDC) is to establish a framework for federal, state and local efforts to provide the basic resources needed to develop facilities and programs essential to promote economic growth. The Commission is to develop, operate, and coordinate these programs and activities to enhance economic growth within the entire County.

3. Specific objectives of the Commission are, but not limited to:

   a. The fostering of growth within the County; planned, diversified, and controlled.

   b. The promotion of activities aimed at providing quality land development, job opportunities, and an ever-increasing tax base throughout the County.

   c. The designing and implementation of programs to stimulate continued growth and prosperity of the existing business and industry community.

   d. The promotion of an improved general economic situation in order to ensure the wellbeing of the County.

   e. The promotion and development of the Camden Commerce Park and the US17 Corridor located in the northern portion of the County. While the Commission (CEDC) will provide oversight for the development of the Park, the County Public Works Department will maintain the public areas as well as the wastewater system.

   f. The promotion and development of the US158 Business Corridor in the central portion of the County.

   g. The Commission (CEDC) will interact with and provide quarterly reports to the Board of Commissioners.

   h. The Commission (CEDC) will assist in exploring various funding and grant opportunities which may assist in the economic development activities of the County which will entail the fostering of relationships with business organizations, state and federal officials/agencies.



ARTICLE IV
Offices
While there will be no full-time staff of the Commission (CEDC), the principal contact for the business community or the public to access will be the Chairperson of the Commission or the County Manager who will forward pertinent information to the other Board members upon receipt. Meetings shall be held at the Camden Public Library, 118 NC HWY 343 N, Camden, North Carolina, 27921. Room location may vary depending on space needs and availablity.

ARTICLE V
Membership

1. The Commission membership shall be comprised of no more than eight (8) members: seven (7) voting members and one (1) ex-officio nonvoting member. Of the seven (7) voting members of the Commission, one is the Chairperson of the Camden County Board of Commissioners or his/her designated Board representative. The ex-officio nonvoting member shall be the County Manager. The remaining seven (7) members may be filled from the following professions:
   a. Medical
   b. Engineering
   c. Finance/Banking
   d. Local Educator
   e. University of North Carolina System
   f. Elizabeth City State University
   g. UNC School of Government
   h. College of the Albemarle

Said members, with the exception of the UNC representative, will be required to reside within the County.

2. Should there not be eligible individuals to serve representing some of the above professions or institutions, it will be the discretion of the Camden County Board of Commissioners to make appointments from the local business or non-profit community.

3. Members so appointed shall be designated for a term of two (2) years to serve at the pleasure of the Camden County Board of Commissioners. In the event a Commission (CEDC) member ceases to represent one of the initial professions or institutions as at the time of their appointment, this change shall be reported to the Camden County Board of Commissioners for review and a determination as to whether or not the appointee shall continue to serve.

4. In order to ensure the terms are staggered, four of the initial appointees shall be appointed for two (2) year terms and the remaining positions shall be appointed for three (3) year terms. Thereafter all appointments shall be for two (2) years.

5. The Camden Economic Development Commission shall have available for the public a roster of the current Commission members, as well as their terms of office.

ARTICLE VI
A. Organization
   1. The Officers of the Commission shall consist of a Chair and a Vice Chair both of whom shall be elected by the members of the Commission. The Commission Chair and Vice-Chair shall be chosen from the members appointed by the County of Camden Board of Commissioners.

   2. The officers shall be elected at the regular meeting of the Commission in January of each year, which shall also be the annual meeting of the Commission.



   3. All officers shall be elected for a one (1) year term and assume office at the annual meeting. Officers may be elected to succeed themselves or be elected to any other office but may not exceed two (2) consecutive terms in any position.

   4. Any vacancy should be filled by the Board of Commissioners within sixty (60) days after the vacancy occurs.

   5. In addition to the Commission officers above named, a future an Economic Developer (Developer) may be employed upon the affirmative vote of a majority of the CEDC Board as well as adequate funding availability. Once on staff the Economic Developer shall conduct the business and activities of the Commission in strict compliance with the rules and policies adopted by the said Commission.

   6. The Secretary of the Commission will provide clerical support and attend the meetings to keep and maintain the officials records of the CEDC until such time as there is a staff person of the Commission to assume this responsibility.

   7. As the General Statutes do not give economic development commissions the authority to acquire an industrial or commercial site, to acquire land for an industrial park or to construct a shell building, or borrow money, these type activities shall be conducted by the Camden County Board of Commissioners.

   8. The Camden Economic Development Commission will be a part of the County Government and shall be subject to the Local Government Budget and Fiscal Control Act. All funds received by the Commission must be processed through the County Finance Department and all expenditures must be authorized in the County's annual budget ordinance or in a separate capital project or grant project ordinance adopted by the Commissioners.

   9. The Commission (CEDC) is subject to the open meetings and the public records law.

   10. An orientation shall be held for all new members appointed to the Commission.

   11. The Commission (CEDC) may accept, receive, and disburse in furtherance of its functions any funds, grants and services made available by the federal government and its agencies, the state government, and its agencies, Camden County and by private and civic sources. Camden County shall have authority to appropriate funds to the CEDC which it created.

   12. The Commission (CEDC) may have access to the County website in the conduct of marketing and economic development activities.

B. Duties & Responsibilities
   1. The duties of the Chair of the Commission are as follows:
      a. To appoint such committees as may be appropriate in the discharge of the Commission's functions. The Bylaws, Personnel, Finance, Legislative and Marketing Committees shall contain representation from the County and various professions specified previously in the by-laws. Other Committees as may be appropriate in the discharge of the Commission's functions shall be chaired by a member of the Commission.
      b. To promulgate and publish such orders and directives as will promote the purposes of the Commission, providing the same are first approved by the Commission.



      c. To authorize the disbursement of funds in conformance with established policies of the Commission and in compliance with the general and special terms and conditions of any grant offers and such other agreements as may be entered into. To perform such other duties as the Commission has approved and that will promote the purposes of the Commission of which are required by the Commission.
      d. To preside at all meetings of the Commission.
      e. The Commission Chair shall be the chief officer of the Commission. The Chair shall function directly under the overall supervision of the full Commission.

   2. The Vice-Chair of the Commission shall perform the duties of the Chair in his/her absence.

   3. The Secretary shall perform as follows:
      a. To record, verify, and authenticate the records of meetings of the Commission.
      b. To function as the accountable officer for all property and equipment owned or leased or contracted for by the Commission.
      c. To perform such other duties as shall be assigned by the Commission.

   4. Initially there will be no paid staff positions for the Commission (CEDC). Should funding allow for the creation of an Economic Developer position. This position shall function as an employee of the Commission (CEDC) being supervised on a day to day basis by the County Manager. The Economic Developer shall be directly responsible for the following:
      a. The implementation of administrative policies and procedures concerning the staff and staff functions as established by the Commission. Maintain the necessary records to satisfy the Commission requirements, and those of such other agencies as may be involved.
      b. Appropriate records shall be maintained of all property and equipment purchased as authorized by the Commission.
      c. The discharge of functional and operational requirements as set forth by the Commission.
      d. The establishment of liaisons with the agencies of the local, state and federal governments and allies. This will include the necessary reports, requests, and studies which may be required in the normal conduct of business.
      e. Maintain appropriate fiscal and financial records as required by the Commission and other authorities for a period as designated in the general and special terms and conditions of the grant and in accordance with the laws of the State of North Carolina.

   5. The Commission shall carry out such functions as the Commission may be authorized or directed to perform by the County of Camden.

   6. The Commission shall assist in the creation of and make recommendations to the Board of Commissioners on the following issues: Setting of guidelines for recruitment of businesses, negotiation & approval of businesses applications, lease or purchase conditions, publicity & program development, restrictive covenants for the Camden Commerce Park.

   7. The Commission (CEDC) shall formulate projects for carrying out such economic development programs through the attraction of new industries, encouragement of existing industries, encouragement of agricultural development, encouragement of new business and ventures by local as well foreign capital, and other activities of a similar nature.

   8. The Commission (CEDC) shall conduct industrial surveys as needed, advertise in periodicals, or other communications media, furnish advice and assistance to existing businesses and

industries, furnish advice and assistance to persons seeking to establish new businesses or industries and engage in related activities.

9. The Commission (CEDC) shall encourage the formation of private business development corporations or associations which may carry out such projects as securing and preparing sites for industrial development, constructing industrial buildings, or rendering financial or managerial assistance to businesses and industries; furnish advice to and assistance to such corporations or associations.

10. The Commission shall have the authority to use grant funds to make loans for purposes permitted by the federal government, by the grant agreement and in furtherance of economic development. The Commission shall have authority to delegate to another organization or agency the implementation of the grant's purposes, subject to approval by the federal agency involved and the Commission Board.

ARTICLE VII
Compensation

1. Six (6) of the Commission members shall receive a stipend in accordance with the Resolution of Salaries and Compensation for each regular monthly meeting they attend to cover their cost of attendance. The County Manager shall not receive a stipend for service on this Commission. The Board of Commissioner's Chair or his or her appointee shall be compensated in accordance with the Resolution of Salaries and Compensation. Should members be required to make recruiting trips or participate in training activities they shall be reimbursed in accordance with the Camden County Travel Policy. All expenditures shall be in conformity with an approved budget allocation from the Board of Commissioners.

ARTICLE VIII
Meetings

1. The annual meeting of the Commission shall be held in such places designated by the Commission.

2. Regular meetings of the Commission shall be held on the 2nd Tuesday of each month or at least quarterly or as otherwise directed by the Chair. All Commission meetings shall be properly advertised in advance to allow for public participation.

3. Special meetings may be called by the Chair or by any two (2) Commission members at any time or place, provided that notice is given in accordance with North Carolina's Open Meeting laws.

4. A Commission quorum shall consist of a majority of voting members present.

5. At Commission meetings, each of the Commission members present shall have one (1) vote and all Commission actions shall be by majority vote, except any actions dealing with the sale, acquisition, leasing or auctioning of real estate, or the expenditure of funds in excess of $5,000.00, shall require an affirmative vote of six (6) voting members present.

6. Upon a Commission member reaching three consecutive absences, the Commission shall notify the Board of Commissioners.

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Adopted April 7, 2025 Page 5 of 6

ARTICLE IX
Budgets

1. The Commission shall prepare an annual budget for presentation to the County Manager's Office and for approval by the Board of Commissioners. The Chair of the CEDC will participate in the County Budget process to present a recommended budget and provide any desired information to the Board of Commissioners.

2. The annual budget shall show proposed cash outlays for all operating expenses and capital equipment and improvements. Each item of expenditure shall be justified and explained in appropriate detail. Such budget shall also show any equipment and facilities provided in kind. A breakdown of the source of funds shall indicate amounts to be appropriated by the County, and any amounts to be provided in kind and the amount to be obtained from Federal or State grants.

3. The Commission shall operate on a fiscal year beginning July 1st through June 30th of each year.

ARTICLE X
Funding of Commission Activities
If at any time the Commission shall receive funds derived from the sale, lease or optioning of any parcel or parcels of real estate purchased by the County for or on behalf of the Commission then the said funds so received, after deducting the expenses of sale, shall be returned on an equal basis to the County until such time as all funds which have been contributed by the said County are returned to them and the Commission is operating on its own funds or funds derived from the sale, lease or optioning of real estate, or on State or Federal grants which the Commission has received in its own right.

ARTICLE XI
Amendments
These Bylaws shall only be amended by action of the County of Camden Board of Commissioners. The Board of Commissioners may at the request of the CEDC Board consider making such amendment.

ARTICLE XII
Authority
These By-Laws are adopted pursuant to Chapter 158 of the North Carolina General Statutes and the said Commission derived its authority from the said Chapter 158 and all things inconsistent therewith are deemed stricken and modified herein.

ADOPTED and effective the 7th day of April, 2025 by the Camden County Board of Commissioners in Camden, North Carolina.

Tiffney White, Chair
Camden County Board of Commissioners

ATTEST:
Karen M. Davis, NCCCC
Clerk to the Board of Commissioners

CEDC Bylaws
Adopted April 7, 2025 Page 6 of 6

**Motion to approve the amended bylaws for the Camden Economic Development Commission.**

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

D. NCDOT Temporary Construction Easement Authorization – Erin Burke

The North Carolina Department of Transportation has begun the right of way acquisition process for the widening of North Carolina Highway 343 South. The proposal includes two easements of County-owned property. The first easement is approximately 0.008 acres and the second is approximately 0.010 acres. NCDOT has offered $1,000.00 and will return the property in same or better condition in which it is currently offered.

Staff has reviewed this proposal in consultation with the County's law firm. The proposal supports the widening of a road frequently used by County residents. The widening project would allow for safer passage and use of the roadway.

Staff recommends the Board of Commissioners approve the Temporary Construction Easement for the widening of North Carolina Highway 343 South as described in the easement documents. The Board should require that NCDOT shall coordinate with Camden County Public Schools to minimize impact to school traffic, and strongly encourage construction activities in this area to occur outside of school calendar.

Revenue Stamps $ 2.00

**TEMPORARY EASEMENT**

THIS INSTRUMENT DRAWN BY Nikki W. Cobb CHECKED BY Michael N Grimes

RETURN TO: Michael N Grimes
4861 Zacks Mill Road Angier NC 27501

NORTH CAROLINA
COUNTY OF Camden
TAX PARCEL 028934012996490000

TIP/PARCEL NUMBER: R-5807 001A
WBS ELEMENT: 46969.2.1
ROUTE: NC 343

THIS EASEMENT, made and entered into this the _____ day of _____ 20 25 by and between County of Camden
330 US-158 Camden NC 27921
hereinafter referred to as GRANTORS, and the Department of Transportation, an agency of the State of North Carolina, 1546 Mail Service Center, Raleigh, NC 27611, hereinafter referred to as the Department;

**WITNESSETH**

THAT the GRANTORS, for themselves, their heirs, successors, executors, and assigns, for and in consideration of the sum of $1,000.00 agreed to be paid by the DEPARTMENT to the GRANTORS, do hereby give, grant and convey unto the DEPARTMENT, its successors, and assigns, a temporary easement for highway purposes, subject to the terms and provisions hereinafter set forth, over a portion of real property described in deed(s) recorded in Book 143, Page 0441 in the office of the Register of Deeds of Camden County, said easement being described as follows:

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COUNTY: Camden WBS ELEMENT: 46969.2.1 TIP/PARCEL NO.: R-5807 001A

Temporary Construction Easements described below:
Area One:
Point of beginning being S 0^26'11.0" E, 49.115 feet from -L- Sa 12+00 thence to a point on a bearing of N 72^38'6.2" W 40.000 feet thence to a point on a bearing of S 17^20'46.3" W 8.245 feet thence to a point on a bearing of S 72^39'13.7" E 40.000 feet thence to a point on a bearing of N 17^20'46.3" E 8.232 feet returning to the point and place of beginning. Having an area of approximately 0.008 acres.

Area Two:
Point of beginning being S 51^38'8.0" E, 117.840 feet from -L- Sa 12+00 thence to a point on a bearing of N 79^27'13.5" W 38.190 feet thence to a point on a bearing of N 72^38'6.2" W 2.078 feet thence to a point on a bearing of S 17^20'46.3" W 8.214 feet thence to a point on a bearing of S 72^39'13.7" E 40.000 feet thence to a point on a bearing of N 17^20'46.3" E 12.735 feet returning to the point and place of beginning. Having an area of approximately 0.010 acres.

It is understood and agreed that the DEPARTMENT shall have the right to construct and maintain the cut and/or fill slopes in the above-described area(s) until such time that the property owners alter the adjacent lands in such a manner that the lateral support of the cut and/or fill slopes are no longer needed. Any additional construction areas lying beyond the right of way limits and beyond any permanent easement areas will terminate upon completion of the project. The underlying fee owner shall have the right to continue to use the Temporary Easement area(s) in any manner and for any purpose, including but not limited to the use of said area for access, ingress, egress, and parking, that does not, in the determination of the DEPARTMENT, obstruct or materially impair the actual use of the easement area(s) by the DEPARTMENT, its agents, assigns, and contractors.

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**COUNTY:** Camden **WBS ELEMENT:** 46969.2.1 **TIP/PARCEL NO.:** R-5807 001A

Said easement widths, station numbers, survey lines and additional easement areas being delineated on that set of plans for State Highway Project 46969.2.1 on file in the office of the Department of Transportation in Raleigh, North Carolina, and also on a copy of said project plans which will be recorded, pursuant to N.C.G.S 136-19.4, in the Office of the Register of Deeds of Camden County, to which plans reference is hereby made for greater certainty of description of the easement areas herein conveyed and for no other purpose.

This EASEMENT is subject to the following terms and provisions only:

None

There are no conditions to this EASEMENT not expressed herein.

TO HAVE AND TO HOLD said temporary easement for highway purposes, subject to the terms and provisions hereinabove set forth, unto the DEPARTMENT, its successors and assigns, and the GRANTORS, for themselves, their heirs, successors, executors and assigns, hereby warrant and covenant that they are the sole owners of the property; that they solely have the right to grant the said temporary easement; and that they will warrant and defend title to the same against the lawful claims of all persons whomsoever;

The Grantors acknowledge that the project plans for Project # 46969.2.1 have been made available to them. The Grantors further acknowledge that the consideration stated herein is full and just compensation pursuant to Article 9, Chapter 136 of the North Carolina General Statutes for the acquisition of the said interests and areas by the Department of Transportation and for any and all damages to the value of their remaining property; for any and all claims for interest and costs; for any and all damages caused by the acquisition for the construction of Department of Transportation Project # 46969.2.1 , Camden County, and for the past and future use of said areas by the Department of Transportation, its successors and assigns for all purposes for which the said Department is authorized by law to subject the same.

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**COUNTY:** Camden **WBS ELEMENT:** 46969.2.1 **TIP/PARCEL NO.:** R-5807 001A

IN WITNESS WHEREOF, the GRANTORS have hereunto set their hands and seals (or if corporate, has caused the instrument to be signed in its corporate name by its duly authorized officers and its seal to be hereunto affixed by authority of its Board of Directors) the day and year first above written.

This instrument does not transfer the herein described interests unless and until this document is accepted by an authorized agent of the Department of Transportation.

Signature

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COUNTY OF CAMDEN NORTH CAROLINA UNITED STATES OF AMERICA JULY 1, 1777

**CAMDEN COUNTY**

**BY:** Tiffney White

Tiffney White, Chair
Camden County Board of Commissioners

ATTEST: Karen Davis

Karen Davis,
Clerk of Camden County Board of Commissioners

ACCEPTED FOR THE DEPARTMENT OF TRANSPORTATION BY: _____

Stephanie B Jackson Notary Public (Official Seal) Camden County, NC

North Carolina, Camden County

I, Stephanie B Jackson, a Notary Public for Camden County, North Carolina, certify that Karen Davis personally came before me this day and acknowledged that she is the CLERK of the Camden County Board Of Commissioners, and that by authority duly given, the foregoing instrument was signed in its name by Tiffney White, its CHAIR of the CAMDEN COUNTY BOARD OF COMMISSIONERS, sealed with its corporate seal, and attested by Karen Davis as its CLERK.

Witness my hand and official seal this the 8th day of April, 20 25.

Stephanie B Jackson
Notary Public

My commission expires: 4/6/2030

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Revised 02/17/15

**Motion to approve the temporary construction easement as presented and require that NCDOT coordinate with Camden County Public Schools to minimize impact to school traffic and strongly encourage construction activities in this area to occur outside of the academic calendar.**

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

E. Agricultural Lease – Erin Burke

North Carolina

Camden County

Agricultural Lease

Camden County, a body politic and political subdivision of the State of North Carolina ("Lessor"), and East Coast AG, LLC., a Limited Liability Corporation, whose address is 1104D NC HWY 343N, South Mills, NC 27976 ("Lessee") enter and execute this Agricultural Lease (this "Lease") effective as of this 7th day of April 2025.

WITNESSETH:

Upon the terms and conditions and for the price and consideration hereinafter set forth, Lessor has leased and let unto Lessee, and by these presents does lease and let unto Lessee, for the proposed set forth herein, those certain lands located in the County of Camden, and State of North Carolina measuring approximately 8 ACRES, AND BEING KNOW AS THE "Tar Corner Village Common Space", which lands are more particularly shown on the plat attached hereto as Exhibit "A" and made a part hereof (the "Leased Land").

The Leased Land is leased to Lessee by Lessor for the Sole purpose of cultivating, planting, caring and harvesting of agricultural products. Any other use of the Lease Land Shall require the prior written consent of Lessor, which may be withheld in Lessor's sole discretion.

This Lease is made upon and expressly subject to the following terms and conditions.:

1. **Term.** Unless sooner terminated as hereinafter provided the term of this Lease shall extend from April 7, 2025 to December 31, 2025. Lessee agrees to quit and surrender peaceable possession of the Leased Land in as good a state and condition as reasonable use and wear thereof will permit.
2. **Rent.** The rent to be paid for this Lease shall be the sum of $400.00. Payment shall be made by Lessor upon execution of this Lease by Lessee.
3. **Maintenance.** The Lessee must keep the ditch banks cut and grade the road twice a year.
4. **Surace Only; No Warranty or Representations.** It is understood and agreed that this Lease is made only of the surface of the land shown on Exhibit A attached hereto and solely for the specific purposes herein before stated. It is expressly understood that Lessor makes no warranty or representations of any kind or nature whatsoever as to its title of the Leased Land or as to the adequacy or suitability of the Leased Land for the purpose for which the same is leased. Lessee has inspected the Leased Land and takes and accepts it "AS IS" "WHERE IS" in its present condition without reservation of limitation. Lessee shall have no water, oil, gas, or mineral rights in the Leased Land.
5. **No Improvements.** As part of the consideration, and as a condition of this Lease, Lessee covenants and agrees to use and care for the Leased Land in a careful, prudent and husband-like manner. Lessee shall not erect or place any structures or other improvements upon the Leased Land, nor shall Lessee create or make any wells, canal, ditches or other excavations thereon without the prior written permission of Lessor. Lessee shall not affix, erect or place any sign, advertisement, notice, or other thing to any part of the Leased Land without Lessor's prior written consent. If, with Lessor's permission as aforesaid, Lessee shall erect improvements which can be removed

without damage to the Leased Land, Lessee shall have the right to remove the same within thirty (30) days next following the termination of this Lease, but if Lessee shall fail or refuse to effect such removal within that time, such improvements shall ipso facto became the sole property of Lessor without any obligation on Lessor's part to pay for the same.

6. **No Timber.** Lessee shall not cut or remove any timber, or permit any timber to be cut or removed, from any of the Leased Land. Lessee agrees to conduct all its operations on the Leased Land to prevent damage, whether by fire or otherwise, to timber growing on the Leased Land or any adjacent lands belonging to Lessor and further agrees to assist in the suppression and prevention of fires on the lands of Lessor in the vicinity.
7. **Lessor's Right to Enter.** Lessor expressly reserves the rights on behalf of itself, its agents, employees, contractors and licensees to enter upon the Leased Land for the purpose of ingress and egress to and from, and removing timber, wood, or forest products from Leased Land and any other lands of the Lessor in the vicinity of the Leased Land and for the purpose of inspection of the Leased Land.
8. **Lessor' Remedies.** If Lessee, its employees, agents, or contractors shall neglect or fail to faithfully perform of observe any of the covenants or conditions set forth in this Lease on its or their part to be performed or observed, or shall fail to pay rent when it is due, Lessor may immediately, or at any time thereafter, terminate this Lease upon notice to Lessee and may, without demand or notice, enter upon the Leased Land and repossess the same without liability of any kind to Lessee and without prejudice to any remedies which Lessor might otherwise have.
9. **Assignment; Sublet and Sale of Leased Land.** This Lease may not be assigned or otherwise transferred by Lessee, nor may the Leased Land be subleased by Lessee in whole or in part without prior written consent of Lessor, which consent may be held in the Lessor's sole discretion. Nothing herein shall preclude Lessor from selling, conveying, or otherwise transferring the Leased Land to a third party nor shall Lessor be precluded from assigning the Lease, in whole or in part, to a third party; all or any of the foregoing may be done by Lessor without Lessee's consent or approval.
10. **Hunting, Fishing and Recreational Rights.** It is understood and agreed that hunting, fishing and other recreational rights about the Leased Land are reserved to Lessor and that Lessee has no right to and shall not hunt, fish or otherwise engage or permit others to engage in recreational activities on the Leased Land.
11. **Compliance with Laws.** Lessee is solely responsible for obtaining any and all required licenses and permits required by federal, state and local laws and regulations pertaining to the operations conducted under the terms of this Lease and further assumes any and all liability for Lessee's violations or claimed violations of such rules and regulations and covenants and agrees to hold Lessor harmless for any and all fines, penalties, claims or actions resulting from such violations or claimed violations. Lessee expressly agrees to, and by these presents does, indemnify and hold Lessor harmless from and against any and all claims, debts, demands or actions arising out of, or attribute to the use operations and management of the Leased Land by Lessee or its agents, employees, contractors or licensees.
12. **Insurance.** Lessee must always during the term hereof maintain the following types and amounts of insurance coverage on policies issues on an "occurrence" basic by insurance companies with at least an AMBest raring A-, VII or equivalent:
    (a) Workers' Compensation Insurance (or qualification as self-insurer) sufficient, to satisfy the laws of the state(s) in which Lessee's operations are being performed. Lessee's Workers Compensation insurer (or Lessee, if self-insured) agrees to waive rights of subrogation against Lessor except for claims caused by Lessor's sole negligence and shall also provide for an assignment of statutory lien, if applicable;
    (b) Employer's Liability Insurance that covers both 'bodily injury by accident" and bodily injury by disease' with limits of not less than $500,000;
    (c) Commercial General Liability Insurance that covers bodily injury, personal injury, and property damage, and contractual liability coverage with per occurrence limits of not less than $1,000,000 and an aggregate limit of not less than $1,000,000.

With respect to the insurance provided by Lessee under this subsections (a) though (c) above. Lessee shall procure from each insurer a waiver of subrogation in Lessor's favor.

Attorneys' fees and court costs shall be in addition to the policy limits set forth above.

Lessee is responsible for payment of all deductibles, self-insured retentions and/or similar changes for the coverage required under this Section 11.

Lessee agrees to make Lessor an additional insured on Lessee's Commercial General Liability policy and will provide Lessor with copes of policy endorsements reflecting Lessor's status as an additional insured thereunder. It is hereby agreed that all insurance coverage available to Lessor under Lessee's policies will be primary without right of contribution from any others insurance carried by or on behalf of Lessor, and that all of Lessee's insurance policies identified above will so indicate. All insurance coverage required under this Section 11 must provide that such policies cannot be canceled for any reason other than non-payment unless Lessor is given at least thirty days advance written notice of cancellation (ten days for non-payment).

In addition to the policy endorsements evidencing required waivers of subrogation as well as Lessor as an additional insured under Lessee's Commercial General Liability policy, Lessee will also provide Lessor with written certificates of insurance evidencing Lessee's compliance with the requirements of Section 11. Lessee hereby agrees that if it fails to furnish the policy endorsement and/or the certificates of insurance required hereunder, or if Lessor receives notice that any policy of insurance issued to Lessee has been cancelled or no longer meets the requirements of this Section 11, then Lessor may 1) suspend this Lessee until insurance is obtained; 2) terminate this Lease immediately for cause; or 3) obtained forced placement insurance that meets the requirements of this Section 11 at Lessee's sole cost from any broker or insurer satisfactory to Lessor.

13. **Defense and Indemnification.** Lessee agrees to defend, indemnify, and hold Lessor harmless from and against any claims, losses, demands, liens, cause of action or suits, judgments, fines, assessments, liabilities, damage and injuries (including death) of whatever kind or nature, including to all persons or property, arising out of on account

of, or as a result of, directly or indirectly, Lessee's performance or nonperformance under this Lease, whether or not caused or alleged to have been caused, in whole or in part, by the negligence of Lessor. Without limiting the generality of the foregoing Lessee specifically agrees to defend Lessor in any suit against Lessor (regardless of whether Lessee is also a party to the suit) arising out of, on account of or resulting directly or indirectly from Lessee's operations, performance or nonperformance under this Lease. Lessee herby waives, as against Lessor, any immunity from suit afforded by applicable workers compensation laws.

At Lessor's request, Lessee shall provide to Lessor at Lessee's excuse, a complete defense of any such claim demand, cause of action or suit, and Lessee shall bear all attorneys' fees; costs of defense; court costs; expert, discovery and investigative fees; and costs of appeal, all to end that Lessor shall incur no cost or expense of any kind associated with full and compliance with this Section 12 Lessee agrees that Lessor has the right to be represented by separate counsel of its own selection, at Lessee's sole expense. Lessor's exercise of its right to select its own separate counsel will in no way dimmish or release Lessee's obligation to indemnify and hold Lessor harmless.

Expect in jurisdictions where prohibited by law. Lessee agrees that its duty to defend, indemnity and hold Lessor harmless is not dependent upon Lessee's fault or negligence. Lessee's duty to defend, indemnify and hold Lessor harmless exists for each and every claim or suit that arises out of or in any way relates to, Lessee's operations or its performance under this Lease, Similarly except in jurisdictions where prohibited by law, Lessee agrees to defend, indemnify and hold Lessor harmless from and against any claim of liability to Lessee's employees, and Lessee hereby waives any immunity under workers compensation laws to the extend necessary to give effect to this provision.

Lessee agrees that its duties and obligations under this Section 12 are distinct from are independent of and are intended to be coextensive with, its duty to procure the insurance coverage require by the terms of this Lease.

**14. Governing Law.** This Lease shall be governed by and construed in accordance with the laws of the State of North Carolina.

**IN WITNESS WHEREOF, Lessor and Lessee have executed this instrument, in duplicate, Effective as of the date first written above.**

ATTEST:

Karen Davis (seal)

Name/Title: Karen Davis/ Clerk to Camden County Board of Commissioners

**LESSOR:**

**Camden County, a body politic and political subdivision of the State of North Carolina**

_____ (seal)

Name/Title: Erin Burke/ Camden County Manager

**LESSEE:**

**East Coast AG, LLC**

_____ (seal)

Name/Title: Matthew Davis, Owner

**Motion to approve the agricultural lease with East Coast AG, LLC as presented.**

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

F. Comprehensive Plan Update RFQ – Erin Burke

An RFQ for professional services is required for the update of the Camden County Comprehensive Plan. The last time the Comprehensive Plan was updated was 2012. Best practices in Planning say that this living document should be reviewed and updated every five years. The process will likely take 12-18 months to complete, but will provide the Board of Commissioners and the Community with a clear picture for the future of Camden County.

**Request for Qualifications:**
**County of Camden Comprehensive Plan**

County of Camden 330 East Hwy 158
PO Box 190
Camden, NC 27921

**RFQ Release Date**: April 9, 2025
**RFQ Due Date**: May 9, 2025

**Purpose**

The County of Camden (further referred to as "the County") is soliciting Statements of Qualifications for services from qualified firm(s) or a team offering comprehensive planning, future land use map planning services. The County desires to have a well-organized comprehensive plan, which will include a future land use map identifying key areas for focused development and an updated future land use map. The plan should be developed out of extensive and innovative public engagement opportunities. It should be forward thinking and address the anticipated growth without compromising the community character, foster economic development, and recognize and build upon the County's rural character and agricultural economy. The plan document should be well-organized, succinct, and easily understood by citizens and property owners.
The County will select a qualified multi-disciplinary planning team based on proven excellence in completing projects that involve the following elements:

- Comprehensive Planning
- Land-use Planning and Design
- Land Conservation
- Placemaking

The top firm should have experience with involving the public, including but not limited to, holding public meetings, using social media and online tools and surveys, applying public facilitation techniques, and other innovative, creative, and effective engagement methods. The top firm should also have experience in communicating alternatives and recommendations through visual tools, such as Adobe Illustrator, Photoshop, or InDesign or other graphic design software.

**The Community**

Camden County, North Carolina is a rural County with a strong agricultural economy located in the northeast part of North Carolina. The County is bordered to the north by the Commonwealth of Virginia, Currituck County to the east, Pasquotank and Gates Counties to the west, and the Albemarle Sound to the south. No formally incorporated municipalities are located in Camden County. To that end, the County incorporated in 2006 and is the only County to have done so in North Carolina. The County has three historic townships creating small community centers in the north, mid-county, and the south. They are South Mills, Camden, and Shiloh. The County consists of approximately 150,557 acres or 242 square miles. The Dismal Swamp State Park and the Great Dismal Swamp Wildlife Refuge cover a large land area in the north part of the County and contain the Dismal Swamp Canal. The North River Game Land covers large swaths of land in the southern portion of the County.

Although outside the state borders, Camden County's economy draws from the Hampton Roads region. As part of the Hampton Roads Metropolitan Statistical Area, the County has experienced intense growth pressures over the last twenty years. The 2020 Census indicated a population of 10,355 and the 2023 population estimate was 11,137. The County's primary north-south corridor is NC HWY 343, and the County is bisected by HWY 158 running east-west. There is approximately 9.5 miles of US HWY 17 (Future I-87) that carries traffic in the northern part of the County.

The current land uses in the County include agriculture, detached single family homes and subdivisions of the same, a modest commercial presence, and a small industrial park on US HWY 17. The County has two wastewater treatment plants, an RO plant, and three convenience sites for solid waste. There are two volunteer fire departments, a sheriff's office, and EMS in the County as well.

Camden County has a commission-manager form of government. There are five commissioners, one from each township and two at-large seats.



**Existing Planning Documents**

The County has adopted the following planning and land use documents:

- 2035 Camden County Comprehensive Plan
- 2019 Unified Development Ordinance
- Camden County Future Land Use Map
- Camden County US Hwy 17 Corridor Plan
- Camden County Transportation Plan
- South Mills Small Area Plan
- Camden County Storm Water Utility Business Plan
- Camden County Stormwater Drainage Design Manual

**Expectations of the Consultant & Scope of Work**

It is the County's expectation that the selected consultant will utilize their experience and drive this process. The County is expecting a complete draft of a Comprehensive Plan inclusive of recommendations and updates. The respondent shall submit a proposed general process for the project using past experience and best practices in similarly sized or situated communities. Interagency coordination will be required. Coordination with other affected public agencies including, but not limited to, the North Carolina Department of Transportation, the State Parks, and the Albemarle Regional Planning Organization will be the responsibility of the selected consultant with assistance from staff. Once a contract has been approved by the County's Board of Commissioners, key County personnel will be available for input, consultation, inquiry, and review of all aspects of the planning effort. It is not envisioned that County staff will be directly responsible for any work elements other than those specifically described herein.
Thus, the County will require the expectations outlined below be met and identified within the consultant's statement of qualifications in response to this RFQ. The final scope of work will be coordinated with the County staff and the selected consultant.

1. **Services to be performed by the Consultant**
   a. Overview and Existing Information Review
      i. Meet with the County staff members to collect and review available information and the methodology to be utilized in the development of the Comprehensive Plan, including any existing plans, projects, studies and agreements, as well as any additional information that may influence or impact the planning process.
   b. Data Collection and Analysis
      i. The Consultant shall analyze historic, current, and projected data pertaining but not limited to: housing, population, employment, economic indicators, and land use statistics. Data should be organized by five-year increments and be used by the consultant to identify major characteristics and shifts that will affect the County during the planning horizon.
   c. Citizen Participation
      i. A detailed citizen participation process shall be proposed by the consultant that is patterned after successful experiences the respondent had in prior plans they have prepared. The proposed approach should be very inclusive and incorporate innovative approaches to drawing diverse groups and ideas into the planning process. The respondent will be an integral part of the citizen participation process and will be expected to attend and participate in all meetings.
      ii. The citizen participation process may involve multiple approaches including, but not limited to: leadership interviews, community meetings, use of print and social media, and online communication.
      iii. The goals of the Citizen Participation task are to:



      1. Educate involved parties about the Comprehensive Plan's role and importance to the community.
      2. Disseminate information to interested and involved parties.
      3. Provide effective and efficient mechanisms for gathering public input on various issues.
      4. Engage the community and build consensus throughout all phases of the planning process.
   d. Goals and Objectives
      i. The consultant shall develop a comprehensive and concise set of goals and objectives to guide decisions during the planning period.
   e. Future Land Use Plan
      i. The consultant shall evaluate the current land use and shall make recommendations for a new Land Use Plan map.
   f. Impacts of Regional Growth
      i. The consultant shall review regional growth and offer recommendations for the County.
2. **Implementation**
   a. Specific strategies shall be proposed that detail the resources and actions necessary to implement any recommendations made to the Plan. The consultant shall recommend actions to maximize the benefits and minimize negative reactions to the preferred development pattern. The respondent shall propose strategies to address the findings and recommendations of the various project tasks. All recommended implementation strategies shall be prioritized and presented in a format that can easily be tracked and updated.
3. **Deliverables**
   a. The County expects several deliverables during the course of this project, as opposed to one deliverable being produced in the form of a single, final document at the end of the process. Deliverables will be both digital and hard-copy in format. The content of these deliverables will be determined during contract negotiation.
4. **Timeline Requirements**
   a. The work shall be completed in a reasonable amount of time to provide for thorough public involvement, but not so long that the County misses opportunities to implement the goals and strategies of the plan.
5. **Reporting and Communication**
   a. The Consultant will meet periodically during the on-site field work process with the County Manager, Planning Director, Planning Staff, and members of the Planning Board and Board of Commissioners to discuss issues, concerns, preliminary findings and recommendations.
   b. The consultant will provide regular updates to the County regarding process on the analyses and recommendations and request any additional information or direct needs to complete the project on time and within budget.
   c. Prior to publishing the final report, the consultant will meet with the County Manager, Planning Director, Planning staff, members of the Planning Board and Board of Commissioners to review the draft report and recommendations to be presented to the Planning Board and Board of Commissioners for consideration and adoption.
6. **Other Considerations**
   a. All working papers, reports, and records relating to the work performed under the Professional Services Agreement will be property of the County of Camden and will be delivered upon completion. This includes passwords to any social media accounts created as part of the engagement efforts.
   b. The consultant will be required to attend at least two Planning Board meetings and Board of Commissioners meetings to present the Comprehensive Plan and answer any questions either body may have regarding the study or recommendations.

**Statement Content**

Responses must adhere to the requirements outlined in this section. The original statement of qualifications and each subsequent copy must be submitted on paper, properly bound, and appropriately labeled in the following order:

1. **Introduction:** Please provide a cover letter and introduction including the name and address of the organization with the name, address, telephone number and e-mail address of the contact person who will be authorized to make representations for the organization. An Executive Summary shall be provided with an overview of the statement of qualifications, its highlights, and the approach to successfully completing this project.
2. **Project Approach:** Please provide a description of the approach to developing Camden's Comprehensive Plan the consultant would undertake to meet the County's expectations of a consultant and the plan, as well as a thorough task plan that addresses the scope of services.
3. **Innovative Techniques or Methodology:** Please provide a discussion of any innovative techniques or methodology that the consultant will use in this study that have a proven history of providing responsive and cost-effective results on similar studies.
4. **Scope of Work and Schedule:** Please discuss each task outlined in the "Expectations of the Consultant & Scope of Work" section above. Include a scope of work and schedule of completion.
5. **Qualifications:** Please describe the firm's resources, experience and capabilities as follows:
   a. Provide an outline of the firm's background, qualifications, and ability to perform the scope of services required. Identify any sub-contractors proposed for the project.
   b. Provide a list and/or organizational chart to identify the person(s) who will be primarily responsible for contact with the County.
   c. Identify all key project personnel, their relationship to the project, relevant qualifications and experience, and their level of effort toward completing all needed tasks. Include a description of specific projects similar to this request and the specific task performed by the project personnel.
   d. Provide a brief outline of the firm's current workload, staffing and ability to meet the schedule and deadlines described in this RFQ.
6. **References:** Please provide at least three (3) successfully completed projects of a similar nature, preferably with at least (1) of the references being with municipalities in North Carolina. Each project listed shall include the name of the agency, project manager, phone number, and description of work performed. Consulting projects currently underway may be submitted for consideration.

**Submittal Requirements**

To be considered, please submit ten (10) hard copies and one (1) electronic copy via electronic delivery of your qualifications to:
County of Camden
Attn: Erin Burke
330 East Hwy 158
PO Box 190
Camden, NC 27921

The electronic copy can be emailed to eburke@camdencountync.gov

Qualifications (hard copies and an electronic copy) must be received by **12:00 PM EST May 9, 2025**.

Statements of qualifications that are late or incomplete will not be considered. Firms accept all risks for late delivery of qualifications regardless of fault.

Request for Qualifications (RFQ) County of Camden Comprehensive Plan 5/8

Questions regarding this request may be directed to Erin Burke, County Manager:
eburke@camdencountync.gov

**Method of Evaluation**

A Selection Committee (Committee), comprised of elected and appointed officials and County staff, will be formed. The Committee will review and identify the firm(s) that have satisfied the requirements of the RFQ and have the qualifications that best fulfill the County's needs. All statements of qualifications will be afforded fair and equal treatment with respect to any opportunity for discussion and revision. Any such modification may be permitted after submission and before award to obtain the best and final offer at the discretion of the County. The Committee may invite one or more selected firms to a presentation and interview prior to a final selection. When conducting negotiations, the County will not disclose information from responses submitted by competing firms. The Committee will consider the following criteria when evaluating responses:

1. Experience of firm(s) with projects of a similar size and scope;
2. Experience working with rural communities with high growth pressures;
3. Qualifications and experience of the proposed team and location of team members;
4. Responsiveness to RFQ and quality of the submittal;
5. Proposed approach to project and schedule for completion;
6. References on past work efforts;
7. Knowledge of Camden County and the northeast North Carolina region; and
8. Any other experience or criteria deemed applicable to the project.

**Selection Timeline**

| | |
|---|---|
| RFQ Issued: | April 9, 2025 |
| RFQ Q&A Posted on Camden County Website: | April 23, 2025 |
| RFQ Responses Due by 12:00 PM EST: | May 9, 2025 |
| Firm Shortlist Selection: | May 14, 2025 |
| Firm Interviews: | May 23, 2025 |
| Firm Selection: | June 2, 2025 |
| Contract Approval: | July 7, 2025 |

**Award and Contract**

The County may review the statements of qualifications received at any time after the submission deadline. The County anticipates entering into a contract with the selected firm to execute the proposed work. This RFQ does not commit the County to award a contract to, or pay any costs incurred by, a firm responding to this RFQ. The County reserves the right to accept or reject any and all responses received as a result of this request, to negotiate with all qualified firms, or to cancel this request for qualifications if it is in the best interest of the County to do so.

After the firm selection, there will be a period of negotiation between the County and the firm to confirm the final scope of work and costs. The County will confirm the selected firm once the contract has been executed by the firm and the County Manager and/or the Board of Commissioners.

If the County and the selected firm are not able to reach agreement on the scope and terms of a contract, the County retains the right to dismiss the selected firm and negotiate with the next most qualified firm. The County retains the right to repeat this process until a contract is successfully negotiated or the County ends the negotiation for the project.

Request for Qualifications (RFQ) County of Camden Comprehensive Plan 6/8

**Miscellaneous Provisions**

1. **Ownership of responses:** Upon delivery, all statements of qualifications will become the property of the County.
2. **Ownership of materials:** The County will have access and ownership of all materials created as part of this process. A proprietary exclusion will need to be approved by the Project Manager prior to utilization in the process.
3. **Right to reject/modify:** The County may, at its sole discretion, reject any or all responses or waive any irregularities without disqualifying the response. The issuance of this RFQ does not bind the County to award a service agreement for services described herein.
4. **Public disclosure of all responses:** Once received, all responses shall become the property of the County. All responses shall become a matter of public record and shall be regarded as public records.

**County of Camden Conditions**

All submitting firms or individuals shall comply with all conditions, requirements, and specifications contained herein, with any departure constituting sufficient cause for rejection of the submittal. However, the County reserves the right to:

1. Award this contract in whole or in part, in the best interest of the County and further reserves the right to accept or reject any or all responses.
2. Request clarification or supplemental material it feels necessary to make a qualified judgment to the firm's ability to perform the work.
3. Amend the RFQ schedule or issue amendments to the RFQ at any time; to modify or incorporate additional steps in the evaluation process in the interest of having a thorough and comprehensive body of information to make a selection.
4. Cancel or reissue the RFQ, to reject any or all responses, to waive any irregularities or informalities in the selection process, and to accept or reject any item or combination of items.

This RFQ does not obligate the County of Camden to accept or contract for any expressed or implied services.

The County will not reimburse the firm for any of the costs involved in the preparation and submission of responses to this RFQ or in preparation for and attendance at subsequent interviews.

Request for Qualifications (RFQ) County of Camden Comprehensive Plan 7/8

**Request for Qualifications Authorization Form**

The undersigned certifies that they have fully read this Request for Qualifications (RFQ) for an update to the County of Camden Comprehensive Plan. The undersigned further states that they have carefully examined the criteria for the Comprehensive Plan, and all other information furnished in the RFQ, and make this response accordingly. The undersigned declares that they are making this response solely based upon their own knowledge and that they are duly authorized to submit this statement of qualifications. Undersigned affirms that in the event they are awarded the Comprehensive Plan project, that they will enter into a Consulting Agreement with the County to perform the work in accordance with the terms for updating the Comprehensive Plan as specified in the Request for Qualifications.

_____
Signature of Duly Authorized Representative Date

_____
Printed Name

_____
Business Name

_____
Business Address

_____
Telephone Number

_____
Email Address

Request for Qualifications (RFQ) County of Camden Comprehensive Plan 8/8

**Motion to approve the Comprehensive Plan Update RFQ as presented.**

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

G. Advertisement of Liens on Real Property – Erin Burke

Pursuant to G.S. 105-369 (a), the Tax Administrator must report to the County Commissioners the total amount of unpaid taxes for the current fiscal year that are liens on real property. Pursuant to G.S.105-369 (c), the County Commissioners need to set the date for advertising the tax lien for real property.

**Motion to accept the report from the Tax Administrator that, as of March 24, 2025, the total of unpaid taxes for the current fiscal year that are liens on real property is $519,806.82 and that this figure shall change over time with collections and releases.**

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

**Motion to set the 2024 Tax Liens on real property advertising date of April 30, 2025.**

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

H. Board of Equalization & Review – Erin Burke

**Motion to convene the Board of Equalization and Review on May 5, 2025 and adjourn on June 2, 2025.**

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

I. Resolution Making Certain Findings and Determinations Relating to General Obligation Bonds and a General Obligation Bond Anticipation Note to be Issued by the County of Camden, North Carolina – Finance Officer Stephanie Jackson

The Board of Commissioners for the County of Camden, North Carolina met in a regular meeting in the Boardroom of the Camden Public Library located at 118 NC Highway 343 North in Camden, North Carolina, the regular place of meeting, at 7:00 p.m. on April 7, 2025.

Present: Chair Tiffney White, presiding, Vice Chair Troy Leary, Commissioner Randy Krainiak, Commissioner Whitney "Sissy Aydlett, Commissioner Jason Banks

Absent: None.

Also Present: County Manager Erin Burke, Clerk to the Board Karen Davis, Finance Officer Stephanie Jackson

* * * * * *

Finance Officer Stephanie Jackson introduced the following resolution the title of which was read and a copy of which had been previously distributed to each Commissioner:

**RESOLUTION MAKING CERTAIN FINDINGS AND DETERMINATIONS RELATING TO GENERAL OBLIGATION BONDS AND A GENERAL OBLIGATION BOND ANTICIPATION NOTE TO BE ISSUED BY THE COUNTY OF CAMDEN, NORTH CAROLINA**

BE IT RESOLVED by the Board of Commissioners (the "Board") for the County of Camden, North Carolina (the "County"):

Section 1. The Board does hereby find and determine as follows:

(a) An order authorizing $33,000,000 School Bonds (the "School Bonds") was adopted by the Board for the County on August 3, 2020, which order was approved by the vote of a majority of the qualified voters of the County who voted thereon at a referendum duly called and held on November 3, 2020, for the purpose of providing funds, together with any other available funds, for acquiring, constructing, expanding and renovating school buildings and other school facilities in said County, and the acquisition of related land, rights of way and equipment.

(b) Pursuant to such order, the County has determined to proceed with the construction of a new Camden County High School and Camden Early College High School (the "Project").

(c) Under the plan of finance, the United States Department of Agriculture ("USDA") has issued a commitment to purchase the School Bonds, subject to certain terms and conditions, upon substantial completion of the Project, but in order to provide construction funding for the

Project, it is necessary for the County to issue its General Obligation Bond Anticipation Note, Series 2025 (the "Note") in the principal amount of not to exceed $19,000,000 in anticipation of the issuance of a like amount of the School Bonds.

Section 2. The County has solicited proposals from financial institutions to purchase the Note to provide preliminary financing for the Project and, upon careful review and consideration of the proposals, desires to accept the proposal of Regions Capital Advantage, Inc. (the "Purchaser"). The County Manager, the Finance Officer and the Clerk to the Board for the County are hereby authorized and directed to execute and deliver such documentation as may be necessary to accept the Purchaser's proposal.

Section 3. The Local Government Commission is hereby requested to sell (a) the Note at private sale without advertisement to the Purchaser and (b) the School Bonds at private sale without advertisement to the USDA, all subject to the approval of the Finance Officer of the County.

Section 4. This resolution shall take effect immediately upon its adoption.

Upon motion of Commissioner Tiffney White, the foregoing resolution entitled "RESOLUTION MAKING CERTAIN FINDINGS AND DETERMINATIONS RELATING TO GENERAL OBLIGATION BONDS AND A GENERAL OBLIGATION BOND ANTICIPATION NOTE TO BE ISSUED BY THE COUNTY OF CAMDEN, NORTH CAROLINA" was adopted by the following vote:

Ayes: Chair Tiffney White, Vice Chair Troy Leary, Commissioner Randy Krainiak, Commissioner Whitney "Sissy" Aydlett, Commissioner Jason Banks

Noes: None.

2

* * * * * *

I, Karen Davis, Clerk to the Board of Commissioners for the County of Camden, North Carolina, DO HEREBY CERTIFY that the foregoing is a true copy of so much of the proceedings of the Board of Commissioners for said County at a regular meeting held on April 7, 2025, as relates in any way to the adoption of the foregoing resolution relating to the issuance of general obligation bonds and a general obligation bond anticipation note by said County and that said proceedings are to be recorded in the minutes of said Board of Commissioners.

I DO HEREBY FURTHER CERTIFY that proper notice of such regular meeting was given as required by North Carolina law.

WITNESS my hand and the official seal of said County this 7th day of April, 2025.

Karen M. Davis
Clerk to the Board

3

**Motion to adopt the Resolution Making Certain Findings and Determinations Relating to General Obligations Bonds and a General Obligation Bond Anticipation Note to be Issued by the County of Camden, North Carolina.**

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

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

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

Public Comments – None

Consideration of the Agenda

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

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

A. Monthly Report – Erin Burke

*South Camden Water & Sewer Board*

*Monthly Work Order Statistics Report*

*Period: February 2025*

| | Submitted Work Orders | Completed Work Orders | Percentage Completed | Status of Uncompleted Work Orders |
|---|---|---|---|---|
| Water/Distribution | 127 | 127 | 100% | 0 |
| Sewer/Collection | 0 | 0 | 100% | 0 |

Collections/Distribution

| | |
|---|---|
| Water line locates | 8 |
| Sewer line locates | 0 |
| Water & Sewer locates same ticket | 24 |
| Hydrants tested | 8 |
| New services installed | 2 |

Water Treatment

| | |
|---|---|
| Total water treated | 16,475,000 gallons |
| Daily average | 558,393 gallons per day (75% capacity) |
| Current capacity | 720,000 gallons per day |

Waste Water Treatment

| Facility | Gallons per day | Permitted Capacity |
|---|---|---|
| South Mills WWTP | 5,153 gallons per day | 100 000 gallons per day ( 5% Capacity) |
| Courthouse Area WWTP | 24,077 gallons per day | 50 000 gallons per day (50% Capacity) |

| SOUTH CAMDEN WATER & SEWER DISTRICT MONTHLY WATER REPORT | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| month | active meters | work orders | locates | new serv | gallons sold meters water | tap fees | total collected | gallons sold meters sewer Core | sewer collected Core | sewer cust Core | gallons sold meters S. Mills | sewer collected S. Mills | sewer cust S. Mills |
| **2021** | | | | | | | | | | | | | |
| January | 2,229 | 102 | 107 | 1 | 14,409,048 | $8,000.00 | $129,184.92 | 527,020 | $7,987.76 | 54 | 228970 | $3,738.52 | 89 |
| February | 2,232 | 87 | 108 | 3 | 12,472,543 | $28,000.00 | $160,585.13 | 551,050 | $8,593.99 | 54 | 208440 | $3,597.83 | 89 |
| March | 2,240 | 86 | 152 | 1 | 12,047,251 | $12,000.00 | $150,411.28 | 503,510 | $8,656.06 | 54 | 201240 | $3,348.69 | 89 |
| April | 2,251 | 65 | 139 | 5 | 14,759,968 | $66,833.00 | $192,635.30 | 565,960 | $9,257.62 | 54 | 322120 | $3,572.33 | 90 |
| May | 2,256 | 88 | 115 | 2 | 15,271,509 | $4,000.00 | $141.268.11 | 617,470 | $9,195.13 | 54 | 261700 | $3,274.74 | 89 |
| June | 2,261 | 101 | 92 | 2 | 15,376,790 | $4,000.00 | $153,214.83 | 523,050 | $9,215.37 | 54 | 236290 | $3,936.63 | 90 |
| July | 2,272 | 87 | 104 | 0 | 14,246,240 | $98,967.00 | $243,922.11 | 500,330 | $9,368.09 | 54 | 455480 | $4,238.87 | 90 |
| August | 2,276 | 89 | 125 | 4 | 17,838,990 | $4,000.00 | $139,706.73 | 531,930 | $7,445.29 | 54 | 418660 | $3,268.90 | 90 |
| September | 2,283 | 120 | 92 | 3 | 13,813,320 | $16,000.00 | $174,303.27 | 619,170 | $7,978.48 | 54 | 315360 | $3,746.87 | 90 |
| October | 2,287 | 95 | 81 | 0 | 14,815,201 | $0.00 | $127,114.75 | 1,196,860 | $9,904.44 | 54 | 264430 | $6,370.61 | 90 |
| November | 2,293 | 72 | 39 | 2 | 13,763,517 | $3,500.00 | $145,643.68 | 770,130 | $16,643.68 | 54 | 286870 | $4,002.82 | 89 |
| December | 2,298 | 86 | 58 | 0 | 13,930,906 | $0.00 | $145,160.49 | 761,500 | $12,600.22 | 54 | 244676 | $3,781.90 | 89 |
| **2022** | | | | | | | | | | | | | |
| January | 2,298 | 90 | 108 | 0 | 13,739,659 | $4,000.00 | $136,306.83 | 555,880 | $11,704.03 | 55 | 234674 | $3,980.47 | 89 |
| February | 2,299 | 108 | 82 | 0 | 12,108,415 | $2,500.00 | $135,512.42 | 589,080 | $9,851.08 | 55 | 237641 | $3,557.94 | 87 |
| March | 2,275 | 90 | 77 | 1 | 12,047,251 | $65,667.00 | $194,073.56 | 503,510 | $7,234.28 | 54 | 257949 | $3,588.01 | 88 |
| April | 2,320 | 82 | 91 | 5 | 22,574,098 | $8,000.00 | $117,609.55 | 716,960 | $10,988.75 | 54 | 269770 | $3,335.55 | 89 |
| May | 2,328 | 95 | 71 | 1 | 13,617,980 | $16,000.00 | $160,306.33 | 674,480 | $13,045.03 | 54 | 267930 | $3,404.49 | 88 |
| June | 2,334 | 126 | 91 | 2 | 16,466,975 | $35,700.00 | $166,905.67 | 624,410 | $8,810.69 | 56 | 253630 | $3,135.85 | 91 |
| July | 2,339 | 121 | 97 | 1 | 16,136,579 | $500.00 | $142,712.18 | 542,530 | $11,113.40 | 56 | 280139 | $4,187.02 | 91 |
| August | 2.345 | 129 | 50 | 1 | 14,628,312 | $4,300.00 | $155,258.49 | 523,100 | $8,497.51 | 56 | 293411 | $3,618.25 | 91 |
| Sept | 2,346 | 96 | 96 | 0 | 15,285,732 | $8,000.00 | $149,488.63 | 2,346 | $8,986.17 | 56 | 312640 | $3,676.01 | 90 |
| Oct | 2,349 | 84 | 125 | 1 | 14,538,209 | $16,300.00 | $159,619.57 | 738,250 | $10,157.62 | 56 | 282225 | $4,064.97 | 90 |
| Nov | 2,351 | 76 | 89 | 2 | 13,309,510 | $12,200.00 | $154,779.18 | 777,510 | $10,759.43 | 56 | 273925 | $4,131.12 | 90 |
| Dec | 2,354 | 86 | 78 | 0 | 12,132,198 | $300.00 | $144,828.03 | 723,210 | $14,333.64 | 56 | 356585 | $3,805.19 | 89 |
| **2023** | | | | | | | | | | | | | |
| January | 2,352 | 87 | 124 | 0 | 24,185,560 | $77,001.00 | $207,841.11 | 625,700 | $11,788.69 | 56 | 189330 | $4,049.99 | 89 |
| Feb | 2,362 | 73 | 83 | 3 | 12,828,862 | $16,300.00 | $143,633.26 | 759,740 | $8,371.22 | 57 | 178400 | $4,262.81 | 85 |
| March | 2,365 | 74 | 95 | 4 | 12,465,862 | $13,967.00 | $152,264.00 | 669,430 | $12,870.57 | 58 | 305060 | $3,368.05 | 85 |
| April | 2,372 | 80 | 74 | 2 | 13,002,292 | $16,200.00 | $149,165.83 | 823,450 | $11,612.19 | 58 | 217790 | $2,669.83 | 85 |
| May | 2,375 | 89 | 204 | 2 | 13,361,244 | $14,467.00 | $158,428.61 | 606,290 | $11,070.58 | 60 | 234090 | $3,817.58 | 85 |
| June | 2,381 | 90 | 24 | 1 | 20,802,455 | $28,100.00 | $168,578.13 | 689,200 | $11,199.22 | 60 | 269370 | $3,636.70 | 84 |
| July | 2,390 | 65 | 74 | 0 | 22,567,978 | $4,000.00 | $185,382.89 | 621,528 | $10,979.56 | 59 | 279490 | $3,222.69 | 82 |
| August | 2,392 | 57 | 111 | 1 | 18,177,536 | $17,667.00 | $144,487.45 | 632,482 | $9,869.06 | 61 | 273090 | $3,915.30 | 82 |
| Sept | 2,398 | 63 | 53 | 1 | 26,509,735 | $8,000.00 | $156,868.21 | 811,834 | $10,510.54 | 61 | 315820 | $3,828.18 | 82 |
| Oct | 2,397 | 130 | 56 | 2 | 12,881,724 | $0.00 | $166,859.48 | 189,613 | $14,027.26 | 60 | 261025 | $3,658.54 | 85 |
| Nov | 2,397 | 206 | 69 | 1 | 21,221,672 | $42,500.00 | $173,217.73 | 1,330,357 | $6,759.66 | 61 | 285730 | $2,946.04 | 87 |
| Dec | 2,400 | 75 | 65 | 1 | 13,689,890 | $0.00 | $173,067.45 | 841,209 | $18,516.89 | 61 | 296760 | $4,665.47 | 87 |
| **2024** | | | | | | | | | | | | | |
| January | 2,400 | 112 | 30 | 1 | 22,069,376 | $8,000.00 | $183,857.26 | 498,511 | $16,857.22 | 61 | 263055 | $3,562.03 | 87 |
| Feb | 2,401 | 76 | 60 | 5 | 16,274,414 | $4,000.00 | $117,817.13 | 716,679 | $8,311.88 | 61 | 236475 | $3,298.59 | 88 |
| March | 2,400 | 87 | 71 | 1 | 14,153,472 | $11,334.00 | $170,210.00 | 673,630 | $8,089.58 | 61 | 272460 | $3,847.68 | 87 |
| April | 2,410 | 72 | 80 | 1 | 12,591,422 | $154,925.00 | $295,617.61 | 489,300 | $10,409.16 | 64 | 280130 | $4,089.46 | 85 |
| May | 2,422 | 82 | 60 | 0 | 22,055,398 | $108,400.00 | $245,835.57 | 855,650 | $11,613.11 | 64 | 251980 | $4,445.12 | 87 |
| June | 2438 | 119 | 68 | 2 | 20,128,333 | $49,467.00 | $216,847.74 | 680,990 | $13,275.01 | 71 | 351090 | $3,083.89 | 87 |
| July | 2,449 | 107 | 75 | 2 | 21,281,937 | $88,717.00 | $277,914.69 | 545,210 | $12,347.58 | 88 | 351,090 | $3,083.89 | 87 |
| August | 2,451 | 95 | 78 | 1 | 10,107,024 | $103,867.00 | $277,863.85 | 627,210 | $7,265.74 | 89 | 351,090 | $3,884.89 | 87 |
| Sept | 3,890 | 175 | 75 | 1 | 21,690,624 | $67,600.00 | $254,497.81 | 1,706,960 | $15,115.85 | 179 | | $3,702.45 | |
| Oct | 3,889 | 138 | 75 | 5 | 13,105,219 | $20,000.00 | $232,010.91 | 861,858 | $17,336.83 | 182 | | $369.37 | |
| Nov | 3,898 | 203 | 76 | 0 | 28,985,320 | $9,667.00 | $181,392.24 | 1,257,102 | $14,475.33 | 186 | | | |
| Dec | 3,881 | 143 | 52 | 0 | 19,295,150 | $35,900.00 | $248,021.57 | 1,103,850 | $19,508.38 | 185 | | | |
| | | | | | 2,025 | | | | | | | | |
| January | 3,886 | 153 | 78 | 1 | 15,442,388 | $28,300.00 | $198,763.34 | 1,104,630 | $15,755.10 | 187 | | | |
| February | 3,894 | 127 | 32 | 2 | 15,284,936 | $17,557.01 | $189,895.02 | 1,862,479 | $15,582.69 | 185 | | | |

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 |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | 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 |
| Feb | 73 | 100% | 0% | 72 | 1 | 59 | 7 | 17 | 0 | 3 |
| March | 74 | 100% | 0% | 74 | 0 | 92 | 1 | 2 | 5 | 4 |
| April | 80 | 100% | 0% | 80 | 0 | 68 | 2 | 2 | 0 | 2 |
| May | 89 | 100% | 0% | 88 | 1 | 204 | 3 | 7 | 0 | 2 |
| June | 90 | 100% | 0% | 87 | 3 | 20 | 1 | 3 | 0 | 1 |
| July | 65 | 100% | 0% | 64 | 1 | 54 | 3 | 17 | 0 | 0 |
| August | 57 | 100% | 0% | 57 | 0 | 91 | 10 | 10 | 0 | 0 |
| Sept | 63 | 100% | 0% | 62 | 1 | 5 | 1 | 47 | 0 | 1 |
| Oct | 130 | 100% | 0% | 129 | 1 | 46 | 7 | 3 | 0 | 2 |
| Nov | 207 | 100% | 0% | 206 | 1 | 47 | 9 | 13 | 0 | 1 |
| Dec | 75 | 100% | 0% | 75 | 0 | 50 | 10 | 5 | 2 | 1 |
| | | | | | 2024 | | | | | |
| Jan | 113 | 100% | 0% | 112 | 1 | 25 | 0 | 5 | 0 | 1 |
| Feb | 76 | 100% | 0% | 74 | 2 | 55 | 5 | 15 | 0 | 5 |
| March | 87 | 100% | 0% | 84 | 3 | 65 | 6 | 30 | 8 | 1 |
| April | 72 | 100% | 0% | 72 | 0 | 10 | 5 | 65 | 12 | 1 |
| May | 82 | 100% | 0% | 80 | 2 | 10 | 4 | 46 | 5 | 0 |
| June | 119 | 100% | 0% | 117 | 2 | 56 | 12 | 12 | 9 | 2 |
| July | 107 | 100% | 0% | 105 | 2 | 60 | 0 | 15 | 10 | 2 |
| August | 95 | 100% | 0% | 91 | 4 | 55 | 0 | 23 | 10 | 1 |
| Sept | 175 | 100% | 0% | 173 | 2 | 75 | 1 | 14 | 25 | 1 |
| Oct | 136 | 100% | 0% | 136 | 1 | 52 | 0 | 23 | 15 | 5 |
| Nov | 203 | 100% | 0% | 201 | 2 | 21 | 0 | 55 | 11 | 0 |
| Dec | 143 | 100% | 0% | 143 | 0 | 12 | 0 | 40 | 10 | 0 |
| | | | | | 2025 | | | | | |
| Jan | 153 | 100% | 0% | 152 | 1 | 26 | 0 | 52 | 113 | 1 |
| Feb | 127 | 100% | 0% | 127 | 0 | 8 | 0 | 24 | 8 | 2 |

**2025 High Service Pump Flows**

| Month | Monthly Total | Average Daily Use |
|---|---|---|
| January 2025 | 17,232,000 | .555,870 |
| February 2025 | 16,475,000 | .588,393 |
| March 2025 | | |
| April 2025 | | |
| May 2025 | | |
| June 2025 | | |
| July 2025 | | |
| August 2025 | | |
| September 2025 | | |
| October 2025 | | |
| November 2025 | | |
| December 2025 | | |
| Yearly Totals | | |

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

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

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

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

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 for March 3, 2025 – Herein incorporated by reference; available for public inspection in the County Clerk's office and via the County website.

B. Budget Amendments

**2024-25-BA034**

**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, 2025.**

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

| ACCT NUMBER | DESCRIPTION OF ACCT | AMOUNT INCREASE | AMOUNT DECREASE |
|---|---|---|---|
| **Revenues** | | | |
| 41360530-434815 | State Grant | $2,840 | |
| **Expenses** | | | |
| 415300-534000 | New Equipment | $2,840 | |

**This Budget Amendment is made to appropriate monies received from State Grant funds to new equipment for the South Mills Fire Commission.**

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

Balance in Contingency $25,000.00

**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 7th day of April, 2025.**

**Clerk to Board of Commissioners** **Chair, Board of Commissioners**

**2024-25-BA035**

**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, 2025.**

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

| ACCT NUMBER | DESCRIPTION OF ACCT | AMOUNT INCREASE | AMOUNT DECREASE |
|---|---|---|---|
| **Revenues** | | | |
| 10399400-439900 | Fund Balance Appropriated | $5,000 | |
| **Expenses** | | | |
| 105000-574122 | Admin Building Renovation | $5,000 | |

**This Budget Amendment is made to appropriate monies to the Administration Building Renovation to start the project upstairs.**

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

Balance in Contingency $25,000.00

**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 7th day of April, 2025.**

**Clerk to Board of Commissioners** **Chair, Board of Commissioners**

**2024-25-BA036**

**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, 2025.**

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

| ACCT NUMBER | DESCRIPTION OF ACCT | AMOUNT INCREASE | AMOUNT DECREASE |
|---|---|---|---|
| **Revenues** | | | |
| 10330510-402003 | LESO Disposal Revenue | $8,500 | |
| **Expenses** | | | |
| 105100-557003 | LESO Property Expense | $8,500 | |

**This Budget Amendment is made to appropriate monies received from the sale of LESO property to the expenses in order for the Sheriff's Office to make purchases.**

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

Balance in Contingency $25,000.00

**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 7th day of April, 2025.**

**Clerk to Board of Commissioners** **Chair, Board of Commissioners**

**2024-25-BA037**

**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, 2025.**

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

| ACCT NUMBER | DESCRIPTION OF ACCT | AMOUNT INCREASE | AMOUNT DECREASE |
|---|---|---|---|
| **Revenues** | | | |
| 10330510-402002 | Insurance Proceeds | $6,572.43 | |
| **Expenses** | | | |
| 105100-517000 | Vehicle Maintenance | $6,572.43 | |

**This Budget Amendment is made to appropriate monies received from Insurance Proceeds from a damaged vehicle to Vehicle Maintenance Expenses.**

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

Balance in Contingency $25,000.00

**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 7th day of April, 2025.**

**Clerk to Board of Commissioners** **Chair, Board of Commissioners**

**2024-25-BA038**

**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, 2025.**

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

| ACCT NUMBER | DESCRIPTION OF ACCT | AMOUNT INCREASE | AMOUNT DECREASE |
|---|---|---|---|
| **Revenues** | | | |
| 10399400-439900 | Fund Balance Appropriated | $86,408.06 | |
| **Expenses** | | | |
| 106190-566000 | Capital Outlay – Inventory | $67,558.06 | |
| 106190-574000 | Capital Outlay | $18,850.00 | |

**This Budget Amendment is made to appropriate monies from fund balance to EMS for a used ambulance and equipment to make sure we have adequate coverage during repairs or maintenance of current ambulances.**

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

Balance in Contingency $25,000.00

**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 7th day of April, 2025.**

**Clerk to Board of Commissioners** **Chair, Board of Commissioners**

**2024-25-BA039**

**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, 2025.**

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

| ACCT NUMBER | DESCRIPTION OF ACCT | AMOUNT INCREASE | AMOUNT DECREASE |
|---|---|---|---|
| **Revenues** | | | |
| 10330440-402002 | Insurance Proceeds | $542.21 | |
| **Expenses** | | | |
| 106050-517000 | Vehicle Maintenance | $542.21 | |

**This Budget Amendment is made to appropriate monies from the receipt of insurance proceeds into the vehicle maintenance line for Cooperative Extension after the van hit a deer and was repaired.**

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

Balance in Contingency $25,000.00

**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 7th day of April, 2025.**

**Clerk to Board of Commissioners** **Chair, Board of Commissioners**

**2024-25-BA040**

**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, 2025.**

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

| ACCT NUMBER | DESCRIPTION OF ACCT | AMOUNT INCREASE | AMOUNT DECREASE |
|---|---|---|---|
| **Revenues** | | | |
| 10360621-434900 | MIPPA Grant | $2,229 | |
| 10360621-434837 | SHIIP Grant | $3,345 | |
| 10360621-434904 | Shred-it Grant | $5,600 | |
| **Expenses** | | | |
| 106210-537510 | MIPPA Expenses | $2,229 | |
| 106210-537500 | SHIIP Expenses | $3,345 | |
| 106210-533101 | Shred-it Grant Expenses | $5,600 | |

**This Budget Amendment is made to appropriate monies from the receipt of grant proceeds into the grant expense lines for the Camden County Center for Active Adults.**

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

Balance in Contingency $25,000.00

**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 7th day of April, 2025.**

**Clerk to Board of Commissioners** **Chair, Board of Commissioners**

## C. School Budget Amendments

Budget Amendment

Camden County Schools Administrative Unit

Capital Outlay Fund

The Camden County Board of Education at a meeting on the 13th day of March, 2025, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2025.

| Code Number | Description of Code | Amount Increase | Amount Decrease |
|---|---|---|---|
| 9200 | Category II Projects | 2,440.57 | |

Explanation:

| | | |
|---|---|---|
| Total Appropriation in Current Budget | $ | 1,195,512.12 |
| Amount of Increase / (Decrease) of Above Amendment | + | 2,440.57 |
| Total Appropriation in Current Amended Budget .... | $ | 1,197,952.69 |

Passed by majority vote of the Board of Education of Camden County Schools on the 13th day of March, 2025.

Chairman, Board of Education

Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes in the minutes of said Board, this 7th day of April 2025.

Chairman, Board of County Commissioners

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 13th day of March, 2025 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2025.

| Code Number | Description of Code | Amount Increase | Amount Decrease |
|---|---|---|---|
| 5100 | Regular Instructional Services | | 21,500.00 |
| 6900 | Policy, Leadership & Public | 21,500.00 | |

Explanation:

| | | |
|---|---|---|
| Total Appropriation in Current Budget | $ | 4,832,445.00 |
| Amount of Increase/Decrease of Above Amendment | + | 0.00 |
| Total Appropriation in Current Amended Budget .... | $ | 4,832,445.00 |

Passed by majority vote of the Board of Education of Camden County on the 13th day of March, 2025.

Chairman, Board of Education

Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 7th day of April 2025.

Chairman, Board of County Commissioners

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 13th day of March, 2025 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2025.

| Code Number | Description of Code | Amount Increase | Amount Decrease |
|---|---|---|---|
| 5300 | Alternative Programs & Services | 36,000.00 | |
| 6500 | Operational Support Services | | 125,390.00 |
| 8100 | Payments to Other Gov't Units | 89,390.00 | |

Explanation:

| | | |
|---|---|---|
| Total Appropriation in Current Budget | $ | 4,832,445.00 |
| Amount of Increase/Decrease of Above Amendment | + | 0.00 |
| Total Appropriation in Current Amended Budget .... | $ | 4,832,445.00 |

Passed by majority vote of the Board of Education of Camden County on the 13th day of March, 2025.

Chairman, Board of Education

Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 7th day of April 2025.

Chairman, Board of County Commissioners

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 13th day of March, 2025 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2025.

| Code Number | Description of Code | Amount Increase | Amount Decrease |
|---|---|---|---|
| 5100 | Regular Instructional Services | 73,900.00 | |
| 5400 | School Leadership Services | 3,141.64 | |
| 6500 | Operational Support Services | | 14,184.40 |

Explanation:

| | | |
|---|---|---|
| Total Appropriation in Current Budget | $ | 20,691,411.18 |
| Amount of **Increase**/Decrease of Above Amendment | + | 62,857.24 |
| Total Appropriation in Current Amended Budget .... | $ | 20,754,268.42 |

Passed by majority vote of the Board of Education of Camden County on the 13th day of March, 2025.

Chairman, Board of Education

Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 7th day of April 2025.

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

D. Tax Collection Report

**Tax Collection Report**
**FEBRUARY 2025**

| Day | Amount | Amount | Name of Account | Deposits | Simplify - 23 | PSN - 69 |
|---|---|---|---|---|---|---|
| | $ | $ | $ | $ | $ | $ |
| 3 | 1,809.67 | | | 1,809.67 | | |
| 4 | 2,973.60 | | | 2,973.60 | | |
| 5 & 6 | 2,716.08 | | | 2,716.08 | | |
| 7 | 2,650.46 | | | 2,650.46 | | |
| 10 | 9,713.16 | | Refund- $132.76 | 9,713.16 | | |
| | 22,416.99 | | | | 22,416.99 | |
| 11 | 1,171.56 | | | 1,171.56 | | |
| 12 | 5,737.82 | | PSN | | | 5,737.82 |
| | 2,800.00 | | | | 2,800.00 | |
| | 118.01 | | | 118.01 | | |
| 13 | 7,320.00 | | | | 7,320.00 | |
| | 3,204.12 | | | 3,204.12 | | |
| 14 | 4,613.41 | | | 4,613.41 | | |
| 17 | 4,736.64 | | Refund - $4.62 - Drawer 99 | 4,736.64 | | |
| | 6,850.00 | | | | 6,850.00 | |
| | 4,563.87 | | PSN | | | 4,563.87 |
| 18 | 967.63 | | | 967.63 | | |
| 19 | 4,243.06 | | PSN | | | 4,243.06 |
| 24 | 8,749.39 | | | 8,749.39 | | |
| 25 | 6,366.49 | | | 6,366.49 | | |
| | 21,638.38 | | | | 21,638.38 | |
| 26 | 3,576.26 | | | 3,576.26 | | |
| 27 | 2,386.53 | | | 2,386.53 | | |
| | 19,573.00 | | | | 19,573.00 | |
| 28 | 3,290.18 | | | 3,290.18 | | |
| | 839.07 | | | 839.07 | | |
| | 24,787.57 | | PSN - Refund -$8.74 | | | 24,787.57 |
| | | | | - | | |
| | | | | - | | |
| | | | | - | | |
| | | | Refund - $99.08 - Refund to | | | |
| | | | Viola Marriner - already paid | | | |
| | | | | | | |
| | | | Refund - $389.12 to Scott Rady - | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Totals Collections | $ 179,812.95 | | | $ 59,882.26 | $ 80,598.37 | $ 39,332.32 |
| | | | | | | |
| Total Bank Deposits | $ 179,812.95 | | | $ 179,812.95 | | |
| Land Transfer/PSN | | | | | | |
| | | | | | | |
| | | | PSN Check fees - $2.20 for info only, fees were paid to PSN | | | |
| Refund | $ (146.12) | | | | | |
| Over | $ - | | | | | |
| Short | $ - | | | | | |
| Other adjustment | $ - | | | | | |
| NET TOTAL | $ 179,666.83 | | | | | |

Submitted by: Lisa S. Anderson Date: 3-13-25
Approved by: Tiffney White Date: 4-7-25

E. Vehicle Refunds Over $100

North Carolina Vehicle Tax System

Pending Refund Report

| Payee Name | Primary Owner | Secondary Owner | Address 1 | Address 3 | Refund Type | Bill # | Plate Number | Status | Transaction # | Refund Description | Refund Reason | Create Date | Authorization Date | Tax Jurisdiction | Levy Type | Change | Interest Change | Total Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| HICKS, ANDREW JAMES | HICKS, ANDREW JAMES | | 103 RIDOLE CT | SHANDORO, NC 27973 | Proration | 0079952049 | HHM4872 | PENDING | 224035950 | Refund Generated due to proration on Bill #0079952049-2024-2024-0000-00 | Tag Surrender | 3/26/2025 | | 1843<br>3 | TAX<br>TAX | ($213.14)<br>($2.92) | $0.00<br>$0.00 | ($213.14)<br>($2.92) |
| | | | | | | | | | | | | | | | | | Refund | $216.06 |
| JEFFRIES, DAVID LAWRENCE | JEFFRIES, DAVID LAWRENCE | JEFFRIES, CHRISTINE LYNN | 122 BEECH TREE DR | SHILOH, NC 27974 | Proration | 0049178778 | SRC8273 | AUTHORIZED | 223849006 | Refund Generated due to proration on Bill #0049178778-2024-2024-0000-00 | Tag Surrender | 3/26/2025 | 3/28/2025 | 1843<br>3 | TAX<br>TAX | ($113.88)<br>($1.56) | $0.00<br>$0.00 | ($113.88)<br>($1.56) |
| | | | | | | | | | | | | | | | | | Refund | $115.44 |
| LEGGIERE, THOMAS WILLIAM | LEGGIERE, THOMAS WILLIAM | | 152 COUNTRY CLUB RD | CAMDEN, NC 27921 | Proration | 0077912459 | TL9727 | PENDING | 224036246 | Refund Generated due to proration on Bill #0077912459-2023-2023-0000-00 | Tag Surrender | 3/28/2025 | | 1843<br>2 | TAX<br>TAX | ($136.81)<br>($1.87) | $0.00<br>$0.00 | ($136.81)<br>($1.87) |
| | | | | | | | | | | | | | | | | | Refund | $138.68 |
| MITCHELL, CRAIG BOWNE | MITCHELL, CRAIG BOWNE | | 195 TEXAS RD | SHILOH, NC 27974 | Proration | 0075302479 | TJX4122 | AUTHORIZED | 223072502 | Refund Generated due to proration on Bill #0075302479-2024-2024-0000-00 | Tag Surrender | 3/13/2025 | 3/14/2025 | 1843<br>3 | TAX<br>TAX | ($137.09)<br>($1.88) | $0.00<br>$0.00 | ($137.09)<br>($1.88) |
| | | | | | | | | | | | | | | | | | Refund | $138.97 |
| ONEAL, PATRICIA QUIDLEY | ONEAL, PATRICIA QUIDLEY | GRAY, HORRIS JENSON | 365 IVY NECK RD | CAMDEN, NC 27921 | Proration | 0080803427 | LDZ6960 | AUTHORIZED | 223072634 | Refund Generated due to proration on Bill #0080803427-2024-2024-0000-00 | Tag Surrender | 3/13/2025 | 3/14/2025 | 1843<br>2 | TAX<br>TAX | ($98.82)<br>($1.35) | $0.00<br>$0.00 | ($98.82)<br>($1.35) |
| | | | | | | | | | | | | | | | | | Refund | $100.17 |
| WARREN, GREG ANTHONY | WARREN, GREG ANTHONY | | 148 LAUREN LN | CAMDEN, NC 27921 | Proration | 0057383650 | EHE6238 | AUTHORIZED | 223072638 | Refund Generated due to proration on Bill #0057383650-2024-2024-0000-00 | Tag Surrender | 3/13/2025 | 3/14/2025 | 1843<br>3 | TAX<br>TAX | ($136.87)<br>($1.87) | $0.00<br>$0.00 | ($136.87)<br>($1.87) |
| | | | | | | | | | | | | | | | | | Refund | $138.74 |

Submitted by Lisa S. Anderson Date 3-31-25
Lisa S. Anderson, Tax Administrator Camden County

Approved by Tiffney White Date 4-7-25
Tiffney White, Chair Camden County Board of Commissioners

North Carolina Vehicle Tax System

Pending Refund Report

| Payee Name | Primary Owner | Address 1 | Address 3 | Refund Type | Bill # | Plate Number | Status | Transaction # | Refund Description | Refund Reason | Create Date | Authorization Date | Tax Jurisdiction | Levy Type | Change | Interest Change | Total Change |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| WILLIAMS, CHASE DUSTIN | WILLIAMS, CHASE DUSTIN | 118 CULPEPPER RD | SOUTH MILLS, NC 27976 | Proration | 0066812669 | KVG654 | AUTHORIZED | 216450848 | Refund Generated due to proration on Bill #0066812669-2023-2023-0000-00 | Tag Surrender | 11/8/2024 | 11/12/2024 | 1843<br>1 | TAX<br>TAX | ($121.59)<br>($1.67) | $0.00<br>$0.00 | ($121.59)<br>($1.67) |
| | | | | | | | | | | | | | | | | Refund | $123.26 |

Submitted by Lisa S. Anderson Date 3-31-25
Lisa S. Anderson, Tax Administrator Camden County

Approved by Tiffney White Date 4-7-25
Tiffney White, Chair Camden County Board of Commissioners

F. Pickups, Releases & Refunds

| NAME | REASON | NO. |
|---|---|---|
| | | |
| Chance Master Smith | Turned in plates - Refund | Pick-up/24833 |
| | $178.87 | 79802476 |
| | | |
| Nicholas Josph Glavocich | Turned in plates - Refund | Pick-up/24820 |
| | $160.45 | 72378665 |
| . | | |
| Brian Robert Cote | Turned in plates - Refund | Pick-up/24819 |
| | $109.07 | 68181464 |
| | | |
| James Edward Anthony | Turned in plates - Refund | Pick-up/24830 |
| | $262.48 | 81869224 |
| | | |
| David Lawrence Jeffries | Turned in plates - Refund | Pick-up/24857 |
| | $115.44 | 49178778 |
| | | |
| Craig Bowne Mitchell | Turned in plates - Refund | Pick-up/24858 |
| | $138.97 | 75302479 |
| | | |
| Patricia Quidley O'neal | Turned in plates - Refund | Pick-up/24870 |
| | $100.17 | 80803427 |
| | | |
| Greg Anthony Warren | Turned in plates - Refund | Pick-up/24871 |
| | $138.74 | 57383650 |
| | | |
| Jaiden Ivey | Reval correction overide valuenot changed. | Pick-up/24877 |
| | $852.63 | R-173987-2024 |
| | | |
| | | |
| Jaiden Ivey | Reval correction overide valuenot changed. | Pick-up/24878 |
| | $852.63 | R-166363-2023 |
| | | |
| | | |
| John Wood Foreman III | Roll back taxes - Pick-up | Pick-up/24880 |
| | $12,406.30 | R-153726-2022 |
| | | R-161231-2023 |
| | | R-168793-2024 |
| | | |
| | | |
| Andrew James Hicks | Turned in plates - Refund | Pick-up/24882 |
| | $216.06 | 79952049 |

G. Substance Abuse Policy Update

**Purpose and Scope of Policy**

This policy describes practices and procedures to ensure that the work environment is free from the presence of illegal drugs and alcohol, and that employees are capable of performing their tasks safely and efficiently without the influence of any legal or illegal drugs, or alcohol.

The County voluntarily follows the provisions of the Drug-Free Workplace Act regardless of the status of receiving Federal grant funds. The Act prohibits the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance in the workplace. The County will not tolerate employees reporting to work with their ability to perform impaired by alcohol, illegal drugs, or inappropriately used prescription or over-the-counter drugs.

The County will comply with the Act by reporting any conviction of a drug-related crime. An employee convicted of a drug-related crime in the workplace is required to notify the County Manager within five (5) days of conviction.

It is the policy of the County that employees may not possess, use, or distribute illegal drugs or alcohol, or be under the influence of drugs or alcohol on the County's premises, while doing County business, or while operating County vehicles or personal vehicles for County use. This policy also applies to employees who visit or work off-site and/or operate non-County vehicles while doing County business.

The County reserves the right to require drug and/or alcohol screening for the purpose of enforcement of this policy.

**Definitions**

A. **Illegal Drugs** - Any drug that is illegal under Federal, State, or local law. Any legal drug which has been illegally obtained or for which a valid prescription is required and lacking. Any drug that has been purchased legally in another jurisdiction but is illegal in the state where it is possessed or used.

B. **Under the Influence** - Behavior, demeanor, or appearance that indicates or suggests that one's job performance, mobility, safety, speech, or functioning has been affected by the use of alcohol or drugs.

**Pre-employment Testing**

Persons who have received a conditional offer of employment with the County will be required to undergo a drug test. Any offeree with a confirmed positive result will be disqualified from employment with the County. However, an offeree with a confirmed positive result may request a second test using the original sample at his/her expense. If the second test is negative, the results of the initial positive test will not be used to deny employment. If the second test is again positive, the offer of employment with the County will be withdrawn.

Individuals who have been offered positions subject to the substance abuse regulations of the U.S. Department of Transportation ("DOT") will be required to undergo testing in accordance with DOT regulations. These positions are generally, positions that require a Commercial Driver's License ("CDL") or "safety-sensitive" work in connection with the same (such as a vehicle mechanic).

Testing of Employees

The County reserves the right to require that employees periodically submit to drug or alcohol testing. These tests are intended to ensure that the County's work environment is free from the presence of substances that could impair performance and safety. The procedures listed below will be applied to drug or alcohol screening tests administered to County employees:

**Procedures**

A. **Applicability** - This substance abuse policy applies to all individuals offered employment with the County, including temporary and regular employees of the County, and to temporary and regular employees of any contractors of the County whose employees are present on County property.

B. **Drug Testing** - All individuals who receive a conditional offer of employment with the County ("offerees") will be required to successfully complete a test for illegal drugs before they will be allowed to start work. This applies to any individual who may be required to drive on any occasion for work-related duties. Current employees of the County may be subject to drug tests on a random basis, and to drug or alcohol tests for reasonable cause, and/or post-accident, as specified below.

C. **Random Testing** – All employees in safety-sensitive job classifications and employees who drive or occasionally drive county vehicles will be subject to random drug testing. Employees whose jobs are subject to the requirements of the U.S. Department of Transportation ("DOT") will be subject to substance abuse testing as required by DOT regulations.

D. **Post-Accident or Incident** – All full-time and part-time employees will be tested for the presence of both controlled substances AND alcohol following an on-the-job accident/incident that involves the following:

a) A fatality:
b) Bodily injury requiring immediate medical attention or professional medical treatment away from the scene of the accident. The employee is tested only if circumstances indicate that such bodily injury (whether to an employee or citizen or both) may have been caused, at least in part, by the employee; or
c) Property damage reasonably expected to be in excess of $500.00, if circumstances suggest that an employee may have contributed to the accident/incident.

E. **Alcohol Testing** – Except as required by applicable DOT regulations, offerees will not be tested for alcohol. Current employees will not be required to undergo alcohol testing unless there is reasonable cause or post-accident.
F. Search - Employees may be required to empty the contents of their apparel, purses, or other personal belongings when the County has reason to suspect the presence, sale, use, and/or possession of illegal drugs or alcohol.

F. **Positive Test Results** – If an offeree tests positive for illegal drugs, his or her offer of employment will be withdrawn. An employee who has a confirmed positive drug or alcohol test result for the first time will be ordered to get treatment from an Employee Assistance Program ("EAP") or other an appropriate rehabilitation program, and sign a "Last Chance Agreement" in which he or she agrees to undergo rehabilitation and comply with the treatment regimen, agrees to undergo follow-up testing, and acknowledges that any subsequent positive test result will result in immediate discharge. In addition, the employee may be disciplined or suspended without pay, depending on the circumstances. Any employee who has a second or subsequent confirmed positive drug or alcohol screening test result will be terminated.

G. **Reasonable Cause** – Any employee who appears to be under the influence of drugs or alcohol may be required to submit to drug or alcohol screening.

H. **Reasonable Suspicion Testing** – When there is reasonable suspicion that any employee required to have a CDL and while on duty has alcohol or drugs in his or her system, the employee will be tested. Reasonable suspicion must be based on specific, objective facts or reasonable inferences drawn from facts that would cause a reasonable person to suspect that the employee is or has been using drugs or alcohol. Facts supporting a reasonable suspicion determination include, but are not limited to, any one or more of the following:

a) direct observation of prohibited drug or alcohol use
b) Slurred speech
c) odor of marijuana or alcohol about the person
d) inability to walk a straight line
e) physical altercation
f) verbal altercation
g) behavior that is so unusual that it warrants summoning a supervisor or anyone else in authority (i.e. confusion, disorientation, lack of coordination, marked personality changes, irrational behavior)
h) possession of drugs or alcohol
i) a report of prohibited drug or alcohol use provided by a reliable and credible source
j) arrests, citations, and deferred prosecutions associated with drugs or alcohol.

I. **Right of Retest** - Any offeree or employee with a confirmed positive drug test result may request a retest before the County takes adverse action. The retest must be of the original sample, it must be done by an approved laboratory, and the offeree or employee must pay for the retest. If a retest requested by an offeree is negative, the County will not withdraw the offer of employment. If a retest requested by a current employee is negative, the County will reimburse the cost of the test to the employee and will not take action against the employee. If the retest is positive, the County will act according to Subsection G, above.

J. **Refusal to Test** – Any unjustified refusal to undergo substance abuse testing as requested by the County is considered dishonesty or insubordination, and will result in the immediate withdrawal of an offer of employment (if the individual is an offeree) or immediate discharge (if the individual is a current employee), without the opportunity to attempt rehabilitation. An adulteration includes, but is not limited to, the substitution of another person's urine or blood for that of the individual being tested, excessive "diluteness" of a urine sample without a proper medical excuse, or any other deliberate action that could have the effect of preventing an accurate test. A "refusal to test" includes adulteration as well as simply failing to appear for the scheduled testing, unduly delaying the testing, or failing to provide a urine or blood sample, without a legitimate excuse.

K. **Failure to Cooperate** - An employee's refusal to allow a drug search, to permit confiscation of suspected material, to submit to a drug screening test, to participate in a counseling or rehabilitation program when referred by the County, or to cooperate fully with the enforcement of this policy will constitute cause for termination of employment.

L. **Sale, Distribution or Possession** - Employees who are found in the possession of illegal drugs or alcohol while on County premises will be subject to disciplinary action up to and including termination. Employees who sell or distribute illegal drugs while on County premises will be subject to immediate termination.

M. **Legal Drugs** – If an employee is taking legal medications (either prescription or over-the-counter) that may affect his or her ability to perform the job safely, the employee must disclose this information to the Director of Human Resources, so that the County can determine what action to take. Appropriate actions may include reasonable accommodation, temporary transfer to another position (if available and appropriate), permanent transfer to another position (if available and appropriate, and if the employee expects to be on the medication indefinitely), or sick/medical leave until the employee is no longer taking the medication. The Director of Human Resources may require documentation of the prescription or over-the-counter purchase, information about the effects of the drug, and information from the employee's health care provider about the effect of the medication on the individual employee and possible job-related accommodations. Failure to disclose a legal medication that may affect safe performance of the job can result in disciplinary action, up to and including termination of employment.

N. **Confidentiality** - All information involving medical examination, drug or alcohol test results, or rehabilitation and treatment of an individual employee or offeree, shall be treated as confidential medical information and maintained in a separate medical file. No data concerning this information or participation in any rehabilitation program will be made part of the employee's personnel file. Such information concerning the employee may be disclosed only to those with a legitimate need to know the information. It will not be provided to any other party without the written consent of the employee except pursuant to legal procedure or process.

O. **Voluntary rehabilitation** - Employees who need help with alcohol or drug use are welcome to voluntarily use the County's EAP, or to participate in organizations such as Alcoholics Anonymous or Narcotics Anonymous. No adverse action will be taken against an employee who discloses in good faith that he or she is voluntarily participating in substance abuse rehabilitation. However, the employee must (1) disclose participation in the program to the County Director of Human Resources before being notified of selection for substance abuse testing, (2) fully comply with the treatment regimen prescribed by the rehabilitation program, and (3) accept and fully comply with any requirement that the employee be reassigned or take a leave of absence as needed to address the County's legitimate safety concerns or applicable licensing requirements.

**Convictions of Criminal Drug Statute**

If an employee is convicted of a violation of a criminal drug statute and such violation occurred while the employee was on duty, the employee must notify his or her Department Head of the conviction within five days after such conviction. NOTE: This is a requirement of the Drug-Free Workplace Act. Failure to comply with this requirement will result in termination.

**No part of this substance abuse policy is intended to affect the County's right to manage its workplace, to discipline its employees, to modify the terms or conditions of employment or to otherwise alter the at-will status of its employees.**

H. Set Public Hearing – NCDOT Right of Way Acquisition

The North Carolina Department of Transportation has begun the right of way acquisition process for the widening of North Carolina Highway 343 South. The County owns a piece of property containing utilities and a water tower located at 620 NC 343 South. NCDOT proposes acquiring 0.046 acres from the county for $4,475.00.

Staff has reviewed this proposal in consultation with the County's law firm. The proposal supports the widening of a road frequently used by County residents. The widening project would allow for safer passage and use of the roadway.

The Board of Commissioners will need to set a public hearing for the May 5, 2025 meeting for the sale of real property to NCDOT for the widening of North Carolina HWY 343 South.

Revenue Stamps $ 9.00

## DEED FOR HIGHWAY RIGHT OF WAY

THIS INSTRUMENT DRAWN BY Nikki W. Cobb CHECKED BY Michael N Grimes

The hereinafter described property ☐ Does ☒ Does not include the primary residence of the Grantor

RETURN TO: Michael N Grimes
4861 Zacks Mill Road Angier NC 27501

NORTH CAROLINA
COUNTY OF Camden
TAX PARCEL 028944009087450000

TIP/PARCEL NUMBER: R-5807 107
WBS ELEMENT: 46969.2.1
ROUTE: NC 343

THIS FEE SIMPLE DEED, made and entered into this the _____ day of _____ 20 25
by and between South Camden Water and Sewer District, a political subdivision
P.O. Box 190 Camden NC 27921
hereinafter referred to as GRANTORS, and the Department of Transportation, an agency of the State of North Carolina, 1546 Mail Service Center, Raleigh, NC 27611, hereinafter referred to as the Department;

**WITNESSETH**

That the GRANTORS, for themselves, their heirs, successors, and assigns, for and in consideration of the sum of $4,475.00 agreed to be paid by the DEPARTMENT to the GRANTORS, do hereby give, grant and convey unto the DEPARTMENT, its successors and assigns, in FEE SIMPLE that certain property located in Courthouse Township, Camden County, North Carolina, which is particularly described as follows:





Point of beginning being N 17^38'7.3" W, 78.695 feet from -L- Sa 212+00 thence to a point on a bearing of S 66^40'17.7" W 4.036 feet thence along a curve 150.571 feet and having a radius of 1520.000 feet. The chord of said curve being on a bearing of S 45^1'58.6" E, a distance of 150.510 feet thence to a point on a bearing of S 47^52'15.1" E 11.131 feet thence to a point on a bearing of N 39^11'44.6" E 20.026 feet thence to a point on a bearing of N 47^52'15.1" W 10.787 feet thence to a point on a bearing of N 47^52'15.1" W 11.894 feet thence to a point on a bearing of N 53^7'27.4" W 115.814 feet thence along a curve 20.818 feet and having a radius of 1515.000 feet. The chord of said curve being on a bearing of N 43^6'41.1" W, a distance of 20.818 feet returning to the point and place of beginning. Having an area of approximately 0.046 acres.





IN ADDITION, and for the aforestated consideration, the GRANTORS further hereby convey to the DEPARTMENT, its successors and assigns the following described areas and interests:

Temporary Construction Easement described as follows:
Point of beginning being N 13^49'31.7" W, 79.396 feet from -L- Sa 212+00 thence to a point on a bearing of S 66^40'17.7" W 5.302 feet thence along a curve 20.818 feet and having a radius of 1515.000 feet. The chord of said curve being on a bearing of S 43^6'41.1" E, a distance of 20.818 feet thence to a point on a bearing of S 53^7'27.4" E 115.814 feet thence to a point on a bearing of N 51^40'2.4" W 100.592 feet thence to a point on a bearing of N 45^56'25.6" E 10.000 feet thence along a curve 29.032 feet and having a radius of 1500.000 feet. The chord of said curve being on a bearing of N 43^30'16.3" W, a distance of 29.032 feet thence to a point on a bearing of S 47^2'57.9" W 10.000 feet thence along a curve 4.376 feet and having a radius of 1510.000 feet. The chord of said curve being on a bearing of N 42^52'3.2" W, a distance of 4.376 feet returning to the point and place of beginning. Having an area of approximately 0.013 acres.

It is understood and agreed that the DEPARTMENT shall have the right to construct and maintain the cut and/or fill slopes in the above-described area(s) until such time that the property owners alter the adjacent lands in such a manner that the lateral support of the cut and/or fill slopes are no longer needed. Any additional construction areas lying beyond the right of way limits and beyond any permanent easement areas will terminate upon completion of the project. The underlying fee owner shall have the right to continue to use the Temporary Easement area(s) in any manner and for any purpose, including but not limited to the use of said area for access, ingress, egress, and parking, that does not, in the determination of the DEPARTMENT, obstruct or materially impair the actual use of the easement area(s) by the DEPARTMENT, its agents, assigns, and contractors.

Permanent Utility Easement described as follows:
Point of beginning being S 75^59'25.6" E, 102.912 feet from -L- Sa 212+00 thence to a point on a bearing of N 39^11'44.6" E 10.013 feet thence to a point on a bearing of N 47^52'15.1" W 10.275 feet thence to a point on a bearing of S 42^7'44.9" W 10.000 feet thence to a point on a bearing of S 47^52'15.1" E 10.787 feet returning to the point and place of beginning. Having an area of approximately 0.002 acres.

Said Permanent Utility Easement (PUE) in perpetuity is for the installation and maintenance of utilities, and for the purposes for which the Department of Transportation is authorized by law to subject the same. The Department of Transportation and its agents or assigns shall have the right to construct and maintain in a proper manner in, upon and through said utility easement area(s) a utility line or lines, with all necessary pipes, poles and appurtenances, together with the right at all times to enter said utility easement area(s) for the purpose of inspecting said utility line or lines and making all necessary repairs and alterations thereon; together with the right to cut away and keep clear of said utility line or lines, all trees and other obstructions inside the utility easement area(s) and to cut, fill and remove any and all trees on the premises that are or may become tall enough, in The Department of Transportation and its agents or assigns' opinion, to endanger a line or other facility within the utility easement area(s) ("Danger Trees"). The Department of Transportation and its agents or assigns shall also have the right to access the utility easement area(s) and Danger Trees at any time and from time to time by vehicles, equipment, and pedestrians, provided that such access to the utility easement area(s) and Danger Trees from outside of the utility easement area(s) shall be confined to then-existing streets, roads, and driveways to the extent they provide sufficient access. The Department of Transportation shall also have the right to construct and maintain the cut and/or fill slopes in the above-described permanent utility easement area(s), and the right to use the permanent utility easement area(s) for additional working area during the above-described project. The underlying fee owner(s) retain(s) the right to continue to use the permanent utility easement area(s) in any manner and for any purpose, including but not limited to access and parking, provided that such use does not interfere with or disturb the permanent utility easement or utility installations. The Department of Transportation's acquisition of the permanent utility easement(s), by itself, does not constitute new control of access (C/A), and the subject property shall retain





existing abutter's rights (if any) and existing points of ingress and egress (if any) not affected by other takings on the subject property. Furthermore, upon completion and acceptance by the Department of Transportation of the above-described project, utilities or appurtenances within the permanent utility easement(s) shall not be added or modified to i) obstruct the subject property's access point(s), and/or ii) unreasonably interfere with the subject property's parking.

SPECIAL PROVISIONS. This deed is subject to the following provisions only:

The undersigned property owners request that the DEPARTMENT enter upon our lands outside the right of way to the extent necessary for the reconnection of our driveway and we will have no further claim as a result of said reconnection.

The property hereinabove described was acquired by the GRANTORS by instrument(s) recorded in the Camden County Registry in Deed Book 103 Page 286 .

The final right of way plans showing the above described right of way are to be certified and recorded in the Office of the Register of Deeds for said County pursuant to N.C.G.S. 136-19.4, reference to which plans is hereby made for purposes of further description and for greater certainty.

The Grantors acknowledge that the project plans for Project # 46969.2.1 have been made available to them. The Grantors further acknowledge that the consideration stated herein is full and just compensation pursuant to Article 9, Chapter 136 of the North Carolina General Statutes for the acquisition of the said interests and areas by the Department of Transportation and for any and all damages to the value of their remaining property; for any and all claims for interest and costs; for any and all damages caused by the acquisition for the construction of Department of Transportation Project # 46969.2.1 , Camden County, and for the past and future use of said areas by the Department of Transportation, its successors and assigns for all purposes for which the said Department is authorized by law to subject the same.

TO HAVE AND TO HOLD the aforesaid premises and all privileges and appurtenances thereunto belonging to the DEPARTMENT, its successors and assigns in FEE SIMPLE, or by easement as indicated, for the past, present and future use thereof and for all purposes which the said Department is authorized by law to subject the same.

And the GRANTORS covenant with the DEPARTMENT, that the GRANTORS are seized of the premises in fee simple, have the right to convey the same in fee simple, or by easement as indicated, that the title thereto is marketable and free and clear of all encumbrances, and that the GRANTORS will warrant and defend the title against the lawful claims of all persons whomsoever except for the exceptions hereinafter stated. Title to the property hereinabove described is hereby conveyed subject to the following exceptions: Restrictive covenants and easements of record, government regulations, and the lien of property taxes for the current year.

**COUNTY:** Camden **WBS ELEMENT:** 46969.2.1 **TIP/PARCEL NO.:** R-5807 107

IN WITNESS WHEREOF, the GRANTORS have hereunto set their hands and seals (or if corporate, has caused the instrument to be signed in its corporate name by its duly authorized officers and its seal to be hereunto affixed by authority of its Board of Directors) the day and year first above written.

This instrument does not transfer the herein described interests unless and until this document is accepted by an authorized agent of the Department of Transportation.

South Camden Water and Sewer District,
County of Camden governing body of the District (CORPORATE SEAL)

BY: _____
Tiffney White,
Chair of the Board of Commissioners for the County of Camden, North Carolina, as the governing body of the District

Attest

BY: _____
Karen Davis,
Clerk to the Board of Commissioners for the County of Camden, North Carolina, as the governing body of the District

ACCEPTED FOR THE DEPARTMENT OF TRANSPORTATION BY: _____

(Official Seal)

North Carolina, _____ County

I, _____, a Notary Public for _____ County, North Carolina, certify that Karen Davis _____ personally came before me this day and acknowledged that she is the CLERK of the County of Camden, and that by authority duly given, the foregoing instrument was signed in its name by its Tiffney White Chair of the of the Board of Commissioners, sealed with its corporate seal, and attested by Karen Davis _____ as its CLERK

Witness my hand and official seal this the ____ day of _____, 20 ____.

_____
Notary Public

My commission expires:

FRM7-A
Page 5 of 5
Revised 02/17/15

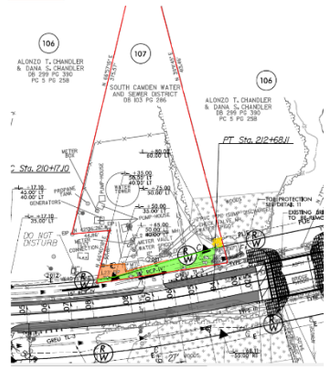
R-5807 107

PROPERTY LINES

NEW RIGHT OF WAY 0.046 Acres (2013.846 Square Feet)

PERMANENT UTILITY EASEMENT 0.002 Acres (105.309 Square Feet)

TEMPORARY CONSTRUCTION EASEMENT 0.013 Acres (575.274 Square Feet)




Michael N Grimes 919-795-1321

michael@grimeslandservices.com

Brief Summary of the Project:

The R-5807 NCDOT improvements project will increase the travel lanes to 11 feet wide and install 4 foot paved shoulders on NC 343 to improve safety. The ditches will be pushed back approximately 6-8 feet and regraded/cleaned out to improve drainage. Drainage Features including driveway culverts and cross lines will be replaced as part of the project. Utilities including Public Water, Sewer, Cable/Internet/Telecommunications will be relocated outside of the construction areas to avoid conflicts during construction. Driveways will be reconnected to NC 343 by the Department as part of the project.

The Right of Way Area shown in green will be conveyed in Fee Simple to NCDOT. This area is approximately 4-20 feet wide

The Permanent Utility Easement shown in Yellow will allow the installation/maintenance of overhead/underground utilities. You will retain underlying ownership of this area. This area is approximately 10x10 feet wide.

The Temporary Construction Easement shown in orange will allow additional working room during construction and then expire upon completion of the project no longer affecting the property. You will retain underlying ownership of this area. This area is approximately 10 feet wide.

Notes: These highlighted areas will be cleared for construction. Fence will NOT be impacted by the acquisition.

Michael N Grimes 919-795-1321

michael@grimeslandservices.com

**SUMMARY STATEMENT/CONTINGENT OFFER TO PURCHASE REAL PROPERTY DUE TO THE ACQUISITION OF RIGHT OF WAY AND DAMAGES**

TO: County of Camden c/o Erin Burke
330 US 158
Camden NC 27921

DATE: 03.11.25
TO: Lessee, if Applicable
N/A

TIP/PARCEL NO.: R-5807 001A
COUNTY Camden
WBS ELEMENT: 46969.2.1
DESCRIPTION: NC 343 FROM EAST OF US 158 TO SR 1119 (TROTMAN RD) IN SHILOH

Dear Property Owner:

The following contingent offer of just compensation is based on the fair market value of the property and is not less than the approved appraised value for the appropriate legal compensable interest or interests. The approved value disregards any increase or decrease in the fair market value of the property acquired due to influence caused by public knowledge of this project. The contingent offer of just compensation is based on an analysis of market data, comparable land sales, and, if applicable, building costs in the area of your property. **Please retain this form as it contains pertinent income tax information.**

| | | |
|---|---|---|
| Value of Right of Way to be Acquired | | $ 3,700.00 |
| Value of Permanent Easements to be Acquired | | $ 150.00 |
| Value of Temporary Easement (Rental of Land) to be Acquired | | $ 325.00 |
| Value of Improvements to be Acquired | | $ 300.00 |
| Damages, if any, to Remainder | | $ -0- |
| Benefits, if any, to Remainder | minus | $ -0- |
| **TOTAL CONTINGENT OFFER** | | **$ 4,475.00** |

The total contingent offer includes all interests other than leases involving Federal Agencies and Tenant owned improvements.

(A) Description of the land and effects of the acquisition

Subject property described in Deed Book 103, page 0286, Camden County Registry, contains approximately 0.860 acres of which 0.046 acres is being acquired as right of way, leaving 0.814 acres remaining with access to NC 343. Also being acquired is a temporary construction easement containing approximately 0.013 acres and a permanent utility easement containing approximately 0.002 acres

(B) The TOTAL CONTINGENT OFFER includes payment for the improvements and appurtenances described below:
Portion of gravel driveway.

Provided there is sufficient time remaining in the project schedule, you may repurchase these improvements for a retention value, with the stipulation that you remove them from the acquisition area at no expense to the Department.

(C) Should you desire to sell the Department the portion of your property considered to be an uneconomic remnant or buildable lot, as explained to you by the Right of Way Agent, the total contingent offer would be: $ _____ . Please note that any contingent offer to purchase a remnant/buildable lot is conditioned upon the remnant/buildable lot being environmentally clean prior to the conveyance to the Department. You may be required to provide the Department with a release from the appropriate environmental agency stating that all contaminants have been remediated and/or removed to their standards.

The original of this form was emailed Erin Burke , County Manager _____ on March 11th 20 25 . Owner was furnished a copy of

FRM10-B
Revised 2/17/15

the Right of Way Brochure/Owner's Letter.

I will be available at your convenience to discuss this matter further with you. My telephone number is 919-795-1321
Or if you prefer email michael@grimeslandservices.com
Please be advised that the agent signing this form is only authorized to recommend settlement to the North Carolina Department of Transportation, and any recommended settlement is not a binding contract unless and until accepted by the North Carolina Department of Transportation by its formal execution of documents for conveyance of Right of Way, Easements, and/or other interests.

(Signed) Michael N Grimes
Michael N Grimes- Right of Way Agent

I. Set Public Hearing – Commerce Park Property Sale

The Camden County Board of Commissioners will conduct a public hearing at 7:00 p.m., or as soon thereafter as practical, on May 5, 2025, in the Boardroom of the Camden Public Library to receive public input on the conveyance of a fee simple interest in real property from the County of Camden (The County) to Southeastern Equipment Company, (The Company) consisting of one point three five (1.35) acres more or less situate within the Camden Commerce Park, Camden, North Carolina. The value of the real property to be conveyed is thirty-six thousand dollars ($36,000) per acre. The proposed consideration will be thirty-six thousand dollars ($36,000) per acre. The Company intends to expand their presence in the commerce park, as they currently own a majority of the property on the northside of Eco Park Boulevard. The Board of Commissioners intends to approve this conveyance.

NORTH CAROLINA
CAMDEN COUNTY

**CONTRACT TO SELL AND PURCHASE REAL ESTATE**

THIS CONTRACT, made and entered into this the 5th day of May, 2025, by and between ***CAMDEN COUNTY***, a body politic and political subdivision of the State of North Carolina, hereinafter Seller; and ***SOUTHEASTERN EQUIPMENT CORPORATION***, a Virginia Corporation, hereinafter Purchaser;

***RECITALS***

1. Seller is vested with fee simple title in the real property described in Exhibit A attached hereto.

2. Seller is a North Carolina County authorized to sell property pursuant to N.C.G.S. 158-7.1(d) to enhance the interest of its citizens by creating jobs, increasing its tax base, and promoting sales tax collections.

3. To this end, prior to the execution of this Contract, Seller has complied with all statutory requirements to support the validity of this Agreement, to-wit:

a. The Board of Commissioners held a public hearing with at least ten (10) days' notice on May 5, 2025.

b. Said Notice described the interest to be conveyed; the value of the interest; and the proposed consideration to be received by Seller.

c. The Board of Commissioners at such public hearing announced its intention to approve this conveyance.

d. The Board of Commissioners has or will determine the probable average wage that will be paid to workers at the business location within Camden County prior to the conveyance contemplated.

e. The Board of Commissioners has determined the fair market value of the property to be $36,000.00 per acre.

f. The consideration being received is equivalent to the fair market value, in the opinion of the Board of Commissioners, after taking into account the prospective tax revenues for the next ten (10) years from improvements to be made on the property, the prospective sales tax revenues that will be generated by the business located thereon, and other income coming to the County during the ten (10) year period resulting from this conveyance.

3. Seller is, therefore, desirous of selling, and Purchaser is desirous of purchasing, the subject property on the terms and conditions hereinafter expressed.

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**NOW, THEREFORE,** for and in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt of which is hereby acknowledged, the parties agree as follows:

1. ***PURCHASE PRICE.*** The fair market value purchase price for this property is $36,000 per acre for 1.35 acres more or less for a total purchase price of $48,600.00 in cash together with job creation, enhanced tax value, and tax receipts.

2. ***PAYMENT OF CASH PURCHASE PRICE.*** The cash purchase price of $48,600.00 will be paid simultaneously with the execution of this Agreement as a portion of the consideration, the rest of which is addressed in this instrument.

3. ***OTHER PURCHASER CONSIDERATION.*** In arriving at fair market value consideration, the Commissioners have also taken into account the prospective tax revenue for the next 10 years from improvements on the property, prospective sales tax revenue generated by the business during that period.

4. ***COMPLIANCE WITH LOCAL, STATE, AND FEDERAL LAW.*** Purchaser will comply with all federal, state, and local laws and regulations as well as sewer ordinances and other land use requirements related to the proposed purchase and construction thereon as well as compliance with the provision of North Carolina General Statute 158 *et seq.* In like manner, Purchaser will abide by all environmental regulations from any controlling jurisdiction including, but not limited to, the quality of air, water, and soil, and will obtain in a timely fashion all necessary permits allowing it to construct the contemplated facility and engage in the operation of the contemplated business.

5. ***WATER AVAILABILITY.*** Purchaser shall have the sole obligation to purchase a water meter and connection from South Mills Water Association and a sewer connection from South Camden Water and Sewer District. These expenses shall be the exclusive responsibility of Purchaser. Purchaser acknowledges South Mills Water Association is a private, non-profit North Carolina corporation not under the control of the County.

6. ***SELLER COMMITMENTS.*** Seller shall convey to Purchaser by good and sufficient warranty deed, both free and clear of all encumbrances other than restrictive covenants, record zoning requirements, and *ad valorem* taxation. It shall further be the obligation of the county to prepare, at its expense, the deed of conveyance.

Closing shall be immediately after execution of this document by both parties.

7. ***MISCELLANEOUS PROVISIONS.***

a. The parties agree to execute and deliver such additional instruments and documents, provide such additional financial or technical information, and to act with due

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diligence and good faith comply with the terms of this Agreement and to work together in a mutually supportive manner to accomplish the realization of the project.

b. The terms of this Agreement have been approved by the County's Board of Commissioners, the Directors of the County's Economic Development Commission, and the Purchaser.

c. All communications and notices regarding this Agreement shall be delivered by Registered, First Class Mail, postage prepaid or by nationally recognized courier service for delivery on the next business day, or by telecopy (with such telecopy to be promptly confirmed in writing sent by mail or overnight courier), or by electronic mail (email) (with such email to be promptly confirmed in writing sent by mail or overnight courier) as aforesaid as follows:

| | |
|---|---|
| CAMDEN COUNTY | Camden County Manager<br>P.O. Box 190<br>330 East Highway 158<br>Camden, NC 27921<br>eburke@camdencountync.gov |
| SOUTHEASTERN EQUIPMENT CORPORATION | Bryan Smith<br>2506 S. Military Highway<br>Chesapeake, VA 23320<br>bsmith@seeva.net |

d. This Agreement shall be construed pursuant to the laws of North Carolina with sole and exclusive venue, in the event of litigation being in the North Carolina General Court of Justice – Camden County Superior Court

**IN WITNESS WHEREOF**, the Purchaser has caused its name to be hereunto subscribed by its Board of Directors, and the County has caused its name to be hereunto subscribed by the Chairman of the Board of Commissioners, attested to by the Clerk of the Board, as of the date hereinafter written. This document is executed in duplicate originals with Camden County and Purchaser retaining a fully executed original.

CAMDEN COUNTY, A BODY POLITIC AND POLITICAL SUBDIVISION OF THE STATE OF NORTH CAROLINA

BY:_____
TIFFNEY WHITE, Chairman

DATE:_____

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ATTESTED BY:

_____
CLERK TO THE BOARD

SOUTHEASTERN EQUIPMENT CORPORATION,
A Virginia Corporation

BY:_____
BRYAN SMITH, President

DATE:_____

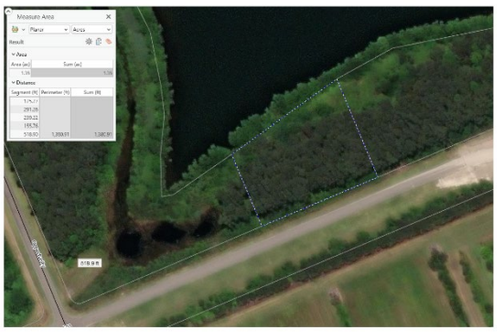
ATTESTED BY:

_____

4

**EXHIBIT A**

DESCRIPTION OF PROPERTY CONVEYED BY CAMDEN COUTY
TO SOUTHEASTERN EQUIPMENT CORPORATION




5

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

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

## ITEM 8. COUNTY MANAGER'S REPORT

County Manager Erin Burke included the following in her report to the Board:

- Content Migration Process Meeting for new County website
- High School Construction Financing Meeting
- NC Cycle – April 25, 2025
- Minister's Advisory Council Meeting
- Shoshin Annual Review and Budget Meeting
- Eastern North Carolina Regional Meeting – Budgets and Budgeting Software
- Camden Economic Development Commission Meeting – Officers and Meeting Schedule
- Budget Reviews March 24-28
- ProSuite Software Upgrades for Central Communications
- NC250 Mural Design
- District Meeting Planning Session
- Child Abuse Awareness Month
- Commemoration of Paul Revere's Ride
- House Bill 765 Review

## ITEM 9. COMMISSIONERS' REPORTS

Commissioner Aydlett

- Attended Food Bank of the Albemarle Legislative Breakfast with Chair White
- Attended Albemarle Houndsmen Banquet
- Attended NCACC Summit on Reducing Overdose
- Attended South Camden Fireman's Dinner
- Local Elected Leaders Academy Course – Tools for A Successful Strategic Plan
- Upcoming Paddle for the Border – May 3rd
- Upcoming NCACC District 1 Meeting – June 3, 2025

Vice Chair Leary

- Girls' Softball Team first home game – Restrooms on site

Commissioner Banks

- Attended Center for Active Adults Advisory Board Meeting
  - Volunteer Appreciation Spring BBQ – April 11th; 11:30 AM
  - Lily Pad Pottery – April 14th; 11:45 AM
  - Manteo Aquarium – April 17th; 8:15 AM
  - Bingo Cruise

Chair White

- Meals On Wheels Delivery

## ITEM 10. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES

Provided for information only:

A. Register of Deeds Reports

Camden County Register of Deeds: Ashley Jennings
February 2025 Daily Deposit

| DATE | NC CHILDRENS TRUST | NC DOM. VIO. FUND | STATE REV. STAMPS | COUNTY REV. STAMPS | RETIREMEN | AUTO FUND | STATE TREASURY | ROD GENERAL | TOTAL |
|---|---|---|---|---|---|---|---|---|---|
| 02/03/25 | $ 5.00 | $ 30.00 | $ 418.95 | $ 436.05 | $ 3.92 | $ 20.96 | $ 18.60 | $ 183.52 | $ 1,117.00 |
| 02/04/25 | $ - | $ - | $ - | $ - | $ 1.47 | $ 7.80 | $ 18.60 | $ 70.13 | $ 98.00 |
| 02/05/25 | $ - | $ - | $ - | $ - | $ 0.15 | $ 0.99 | $ - | $ 8.86 | $ 10.00 |
| 02/06/25 | $ - | $ - | $ 333.20 | $ 346.80 | $ 4.37 | $ 25.97 | $ 37.20 | $ 223.46 | $ 971.00 |
| 02/07/25 | $ - | $ - | $ 1,450.89 | $ 1,510.11 | $ 7.75 | $ 46.06 | $ 74.40 | $ 388.79 | $ 3,478.00 |
| 02/10/25 | $ - | $ - | $ - | $ - | $ 1.14 | $ 6.89 | $ 6.20 | $ 61.77 | $ 76.00 |
| 02/11/25 | $ - | $ - | $ 274.40 | $ 285.60 | $ 2.28 | $ 13.01 | $ 24.80 | $ 111.91 | $ 712.00 |
| 02/12/25 | $ - | $ - | $ 717.36 | $ 746.64 | $ 3.69 | $ 22.18 | $ 31.00 | $ 189.13 | $ 1,710.00 |
| 02/13/25 | $ 5.00 | $ 30.00 | $ - | $ - | $ 2.07 | $ 8.23 | $ 18.60 | $ 74.10 | $ 138.00 |
| 02/14/25 | $ - | $ - | $ 671.30 | $ 698.70 | $ 8.22 | $ 50.90 | $ 62.00 | $ 426.88 | $ 1,918.00 |
| 02/17/25 | $ - | $ - | $ 98.00 | $ 102.00 | $ 1.25 | $ 6.94 | $ 12.40 | $ 62.41 | $ 283.00 |
| 02/18/25 | $ 5.00 | $ 30.00 | $ - | $ - | $ 1.67 | $ 7.45 | $ - | $ 66.88 | $ 111.00 |
| 02/19/25 | $ - | $ - | $ 839.37 | $ 873.63 | $ 3.09 | $ 18.22 | $ 31.00 | $ 153.69 | $ 1,919.00 |
| 02/20/25 | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 02/21/25 | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| 02/24/25 | $ - | $ - | $ 1,276.45 | $ 1,328.55 | $ 10.11 | $ 62.82 | $ 62.00 | $ 538.87 | $ 3,278.80 |
| 02/25/25 | $ - | $ - | $ 79.87 | $ 83.13 | $ 3.51 | $ 17.46 | $ 55.80 | $ 157.23 | $ 397.00 |
| 02/26/25 | $ - | $ - | $ - | $ - | $ 0.96 | $ 6.20 | $ 6.20 | $ 50.64 | $ 64.00 |
| 02/27/25 | $ - | $ - | $ 1,436.68 | $ 1,495.32 | $ 6.41 | $ 38.03 | $ 62.00 | $ 321.56 | $ 3,360.00 |
| 02/28/25 | $ - | $ - | $ 490.00 | $ 510.00 | $ 4.24 | $ 25.19 | $ 37.20 | $ 216.37 | $ 1,283.00 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | 0.00 |
| | | | | | | | | | $ - |
| TOTAL | $ 15.00 | $ 90.00 | $ 8,086.47 | $ 8,416.53 | $ 66.30 | $ 385.30 | $ 558.00 | $ 3,306.20 | $ 20,923.80 |

Ledger Report Fee Distribution
ASHLEY JENNINGS, REGISTER OF DEEDS
Camden, NC
Date Range From Saturday, February 1, 2025 to Friday, February 28, 2025

| Name | Amount |
|---|---|
| NC Children's Trust Fund | $15.00 |
| NC Domestic Violence Fund | $90.00 |
| State Revenue Stamp | $8,086.47 |
| County Revenue Stamp | $8,416.53 |
| Land Transfer Fee | $0.00 |
| Floodplain Map Fund | $0.00 |
| Supplemental Retirement | $66.30 |
| ROD Automation Fund | $385.30 |
| Dept Of Cultural Resources | $0.00 |
| Vital Records Fund | $0.00 |
| State General Fund | $0.00 |
| State Treasurer Amount | $558.00 |
| ROD General Fund | $3,306.20 |
| Total Distribution For Period | $20,923.80 |
| Cash Total | $457.00 |
| Check Total | $1,542.80 |
| Pay Account Total | $0.00 |
| ACH Total | $18,924.00 |
| Escrow Account Total | $0.00 |
| Overpayment Total | $0.00 |
| Total Deposit For Period | $20,923.80 |

Camden County Register of Deeds: Ashley Jennings
March 2025 Daily Deposit

| DATE | NC CHILDRENS TRUST | NC DOM. VIO. FUND | STATE REV. STAMPS | COUNTY REV. STAMPS | RETIREMEN | AUTO FUND | STATE TREASURY | ROD GENERAL | TOTAL |
|---|---|---|---|---|---|---|---|---|---|
| 03/03/25 | $ 10.00 | $ 60.00 | $ 769.30 | $ 800.70 | $ 8.19 | $ 43.28 | $ 55.80 | $ 368.73 | $ 2,116.00 |
| 03/04/25 | $ - | $ - | $ - | $ - | $ 3.03 | $ 15.56 | $ 43.40 | $ 140.01 | $ 202.00 |
| 03/05/25 | $ - | $ - | $ 159.25 | $ 165.75 | $ 1.89 | $ 11.07 | $ 18.60 | $ 94.44 | $ 451.00 |
| 03/06/25 | $ - | $ - | $ 14.70 | $ 15.30 | $ 2.91 | $ 16.53 | $ 31.00 | $ 143.56 | $ 224.00 |
| 03/07/25 | $ - | $ - | $ 392.98 | $ 409.02 | $ 8.10 | $ 50.10 | $ 62.00 | $ 419.80 | $ 1,342.00 |
| 03/10/25 | $ - | $ - | $ 376.32 | $ 391.68 | $ 3.96 | $ 24.46 | $ 31.00 | $ 204.58 | $ 1,032.00 |
| 03/11/25 | $ 5.00 | $ 30.00 | $ - | $ - | $ 4.17 | $ 22.95 | $ 24.80 | $ 191.08 | $ 278.00 |
| 03/12/25 | $ - | $ - | $ 401.80 | $ 418.20 | $ 3.29 | $ 20.14 | $ 24.80 | $ 170.77 | $ 1,039.00 |
| 03/13/25 | $ 5.00 | $ 30.00 | $ - | $ - | $ 3.48 | $ 18.64 | $ 12.40 | $ 162.48 | $ 232.00 |
| 03/14/25 | $ 5.00 | $ 30.00 | $ 908.95 | $ 946.05 | $ 5.70 | $ 29.38 | $ 55.80 | $ 254.12 | $ 2,235.00 |
| 03/17/25 | $ - | $ - | $ 399.84 | $ 416.16 | $ 3.12 | $ 17.92 | $ 31.00 | $ 155.96 | $ 1,024.00 |
| 03/18/25 | $ - | $ - | $ 0.49 | $ 0.51 | $ 4.95 | $ 30.43 | $ 31.00 | $ 263.62 | $ 331.00 |
| 03/19/25 | $ - | $ - | $ 360.15 | $ 374.85 | $ 4.50 | $ 28.16 | $ 24.80 | $ 242.54 | $ 1,035.00 |
| 03/20/25 | $ - | $ - | $ 98.00 | $ 102.00 | $ 6.96 | $ 44.26 | $ 31.00 | $ 381.78 | $ 664.00 |
| 03/21/25 | $ - | $ - | $ 209.23 | $ 217.77 | $ 2.97 | $ 16.93 | $ 31.00 | $ 147.10 | $ 625.00 |
| 03/24/25 | $ - | $ - | $ - | $ - | $ 4.05 | $ 24.42 | $ 37.20 | $ 204.33 | $ 270.00 |
| 03/25/25 | $ - | $ - | $ 200.41 | $ 208.59 | $ 7.53 | $ 40.55 | $ 99.20 | $ 354.72 | $ 911.00 |
| 03/26/25 | $ - | $ - | $ 334.67 | $ 348.33 | $ 4.23 | $ 26.22 | $ 31.00 | $ 220.55 | $ 965.00 |
| 03/27/25 | $ 5.00 | $ 30.00 | $ - | $ - | $ 1.29 | $ 4.35 | $ 6.20 | $ 39.16 | $ 86.00 |
| 03/28/25 | $ 10.00 | $ 60.00 | $ 421.40 | $ 438.60 | $ 5.07 | $ 25.36 | $ 24.80 | $ 212.77 | $ 1,198.00 |
| 03/31/25 | $ - | $ - | $ 853.58 | $ 888.42 | $ 6.96 | $ 42.72 | $ 55.80 | $ 358.52 | $ 2,206.00 |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| | $ - | $ - | $ - | $ - | $ - | $ - | $ - | $ - | 0.00 |
| | | | | | | | | | $ - |
| TOTAL | $ 40.00 | $ 240.00 | $ 5,901.07 | $ 6,141.93 | $ 96.35 | $ 553.43 | $ 762.60 | $ 4,730.62 | $ 18,466.00 |

Ledger Report Fee Distribution
ASHLEY JENNINGS, REGISTER OF DEEDS
Camden, NC
Date Range From Saturday, March 1, 2025 to Monday, March 31, 2025

| Name | Amount |
|---|---|
| NC Children's Trust Fund | $40.00 |
| NC Domestic Violence Fund | $240.00 |
| State Revenue Stamp | $5,901.07 |
| County Revenue Stamp | $6,141.93 |
| Land Transfer Fee | $0.00 |
| Floodplain Map Fund | $0.00 |
| Supplemental Retirement | $96.35 |
| ROD Automation Fund | $553.43 |
| Dept Of Cultural Resources | $0.00 |
| Vital Records Fund | $0.00 |
| State General Fund | $0.00 |
| State Treasurer Amount | $762.60 |
| ROD General Fund | $4,730.62 |
| Total Distribution For Period | $18,466.00 |
| Cash Total | $971.00 |
| Check Total | $2,083.00 |
| Pay Account Total | $0.00 |
| ACH Total | $15,412.00 |
| Escrow Account Total | $0.00 |
| Overpayment Total | $0.00 |
| Total Deposit For Period | $18,466.00 |

## B. Financial Report

| Fund | Year to Date (REVISED) | | February | 2025 |
|---|---|---|---|---|
| | | Budgeted | Revised | Collections/Spent |
| 10 | **General Fund** | | | |
| | Revenues | $ 19,993,238 | $ 25,716,688 | $ 16,110,181 |
| | Expenses | $ 19,993,238 | $ 25,716,688 | $ 15,041,418 |
| 12 | **Code Enforcement** | | | |
| | Revenues | $ 60,000 | | $ 2,011 |
| | Expenses | $ 60,000 | | $ 25,000 |
| 13 | **R/D Auto Enhancement** | | | |
| | Revenues | $ 6,550 | | $ 3,371 |
| | Expenses | $ 6,550 | | $ 6,550 |
| 14 | **Community Grant Programs** | | | |
| | Revenues | $ 25,000 | | $ 483,405 |
| | Expenses | $ 25,000 | | $ - |
| 15 | **Tourism Development Authority** | | | |
| | Revenues | $ 36,936 | | $ 19,969 |
| | Expenses | $ 36,936 | | $ 20,838 |
| 22 | **Opioid Litigation Settlement** | | | |
| | Revenues | $ 193,145 | | $ 71,704 |
| | Expenses | $ 193,145 | | $ - |
| 23 | **Water & Sewer Reserve Fund** | | | |
| | Revenues | $ 74,500 | | $ 518,243 |
| | Expenses | $ 74,500 | | $ - |
| 29 | **Water & Sewer Projects** | | | |
| | Revenues | $ 1,514,493 | | $ 161,314 |
| | Expenses | $ 1,514,493 | | $ - |
| 30 | **Camden Water/Sewer District** | | | |
| | Revenues | $ 2,615,872 | $ 2,806,794 | $ 1,352,770 |
| | Expenses | $ 2,615,872 | $ 2,806,794 | $ 1,229,971 |
| 32 | **Dismal Swamp Gift Shop** | | | |
| | Revenues | $ 44,843 | | $ 30,753 |
| | Expenses | $ 44,843 | | $ 14,593 |
| 36-39 | **Watersheds** | | | |
| | Revenues | $ 62,339 | | $ 112,084 |
| | Expenses | $ 62,339 | | $ 12,880 |
| 40 | **Shiloh Courthouse Fire** | | | |
| | Revenues | $ 505,875 | $ 608,931 | $ 554,702 |
| | Expenses | $ 505,875 | $ 608,931 | $ 419,293 |
| 41 | **South Mills Fire** | | | |
| | Revenues | $ 320,168 | $ 356,010 | $ 352,699 |
| | Expenses | $ 320,168 | $ 356,010 | $ 263,656 |
| 50 | **School Fund** | | | |
| | Revenues | $ 8,100 | | $ 10,934 |
| | Expenses | $ 8,100 | | $ - |
| 51 | **Public Assistance - Trustees** | | | |
| | Revenues | $ 59,440 | $ 41,128 | $ 20,348 |
| | Expenses | $ 59,440 | $ 41,128 | $ 16,890 |
| 52 | **Social Services** | | | |
| | Revenues | $ 1,641,463 | $ 1,670,275 | $ 512,751 |
| | Expenses | $ 1,641,463 | $ 1,670,275 | $ 915,868 |
| 53 | **Joyce Creek Drainage District** | | | |
| | Revenues | $ 44,160 | | $ 75,613 |
| | Expenses | $ 44,160 | | $ 14,911 |
| 56 | **Ferebee Courthouse Trust** | | | |
| | Revenues | $ 1,530 | | $ 57 |
| | Expenses | $ 1,530 | | $ - |
| 60 | **Dismal Swamp Visitor Center** | | | |
| | Revenues | $ 189,987 | | $ 80,000 |
| | Expenses | $ 189,987 | | $ 130,888 |
| 63 | **State Boat Ramp Grant** | | | |
| | Revenues | $ 48,994 | | $ 1,067 |
| | Expenses | $ 48,994 | | $ - |
| 70 | **Revaluation Reserve Fund** | | | |
| | Revenues | $ 30,500 | | $ 4,365 |
| | Expenses | $ 30,500 | | $ - |
| 71 | **Unrestricted Capital Reserve** | | | |
| | Revenues | $ 1,111,352 | | $ 932,953 |
| | Expenses | $ 1,111,352 | | $ - |
| 75 | **School Capital Reserve** | | | |
| | Revenues | $ 2,922,514 | | $ 2,873,307 |
| | Expenses | $ 2,922,514 | | $ 352,023 |
| | **Total** | | | |
| | Revenues | $ 31,510,999 | $ 37,574,769 | $ 24,284,601 |
| | Expenses | $ 31,510,999 | $ 37,574,769 | $ 18,464,780 |

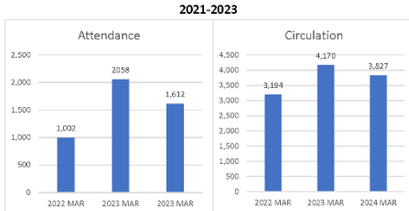
## C. Library Report

**Camden County Public Library**

**March 2024 Statistics**

| | |
|---|---|
| Visitor Count | 1,612 |
| Materials Check Outs & Renewals | 3,827 |
| Cloud Library Check Out (ebooks & audiobooks) | 138 (2% increase from 2/23) |
| Computer/ Wireless Use | 120/320 |
| Questions Answered | 99 |
| Children's Programs/Attendance | 16/296 |
| Teen Program/Attendance | 0/0 |
| Adult Programs/Attendance | 4/36 |
| Outreach Programs/Attendance | 2/153 |
| Study Room Usage/Attendance | 48/76 |
| Meeting Room Usage/Attendance | 3/21 |
| Days/Hours Open | 24/196 |
| # Items in Collection | 22,029 |
| Library Card Holders | 2,833 |

**Comparison by Year**
**2021-2023**



## ITEM 11. OTHER MATTERS

None.

## ITEM 12. PUBLIC COMMENTS (GENERAL)

William Stafford of South Mills addressed the Board and included the following concerns in his remarks:

- Agreement signed with a developer whose license to do business in North Carolina was suspended by the state.
- According to the deed, developer paid $10 for 664 acres.
- Not permitted to present testimony during quasi-judicial hearings.
- Conduct of the past Board Chair and other board members.
- Developer's violation of the contract with the County by making changes and not beginning work within one year.
- Offered to purchase parcel of County-owned property during open session and pay $1,000 more than what was offered previously with no deal. The reporter was told it was a private sale of public property and there was no appraisal.
- Information omitted from approved minutes.
- Concerns in regard to developers' rights versus citizens' rights.

Mel Cuthrell of Camden addressed the Board in regard to the subdivision moratorium. Mr. Cuthrell referenced a previous moratorium enacted by the county wherein allowances were made for grandparents and parents to gift one-acre lots to their grandchildren and children. He requested that the Board take action to do the same for the present moratorium.

Commissioner Krainiak expressed his agreement with Mr. Cuthrell and requested that if there was anything the Board could legally do that he would like for it to be done and he would put that in the form of a motion.

County Manager Burke informed the Board that in order to amend the moratorium, a public hearing would be required.

**Motion to look into a public hearing for the next meeting.**

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

County Manager requested time for research. Information can be presented at the May meeting and a public hearing could be schedule for the June meeting if that would be the Board's prerogative.

**Motion to amend the previous motion/vote to direct the County Manager to research the possibility of amending the moratorium.**

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

## ITEM 13. ADJOURN

Upcoming Meetings:

- Budget Work Session – April 16, 2025; 1:00 PM
- Regular Meeting – May 5, 2025; 7:00 PM

There being no further matters for discussion Chair White adjourned the meeting at 8:03 PM.