

Camden County Board of Commissioners
South Camden Water & Sewer District Board of Directors
November 3, 2025
Closed Session – 6:30 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 November 3, 2025 at 7:00 PM with a Closed Session at 6:30 PM to discuss personnel and consult with the county attorney in regard to contract negotiation and matters of attorney-client privilege. The Board of Commissioners also met as the South Camden Water & Sewer District Board of Directors during the Regular Meeting.

CALL TO ORDER

The meeting was called to order by Chair Tiffney White at 6:30 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. County Attorney Lauren Arizaga-Womble was present for Closed Session only.

CLOSED SESSION

Motion to go into Closed Session to consult with the County Attorney and to discuss personnel.

RESULT:	PASSED
MOVER:	Sissy Aydlett
AYES:	Tiffney White, Troy Leary, Randy Krainiak, Sissy Aydlett, Jason Banks

Motion to come out of Closed Session.

RESULT:	PASSED
MOVER:	Troy Leary
AYES:	Tiffney White, Troy Leary, Randy Krainiak, Sissy Aydlett, Jason Banks

INVOCATION & PLEDGE OF ALLEGIANCE

Pastor Boyce Porter 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 Old Business as Item 5.C. the Interlocal Agreement for Animal Shelter Services with Pasquotank County AND remove Item 6.A. under New Business per the request of school Superintendent, Dr. Ratliff.

RESULT:	PASSED
MOVER:	Tiffney White
AYES:	Tiffney White, Troy Leary, Randy Krainiak, Sissy Aydlett, Jason Banks

Motion to approve the agenda as amended.

RESULT:	PASSED
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. PUBLIC COMMENTS (AGENDA-RELATED)

None.

ITEM 4. PUBLIC HEARING

A. Commerce Park Property Sale – Erin Burke

Motion to open the public hearing.

RESULT:	PASSED
MOVER:	Tiffney White
AYES:	Tiffney White, Troy Leary, Randy Krainiak, Sissy Aydlett, Jason Banks

Manager Burke presented for consideration by the Board the conveyance of a fee simple interest in real property from the County of Camden (The County) to Mangum Holdings, LLC (The Company) consisting of ten (10) acres more or less situated immediately south of the Camden Commerce Park, Camden, North Carolina. The value of the real property to be conveyed is fifteen thousand dollars (\$15,000) per acre. The proposed consideration will be fifteen thousand dollars (\$15,000) per acre. The Company intends to expand their businesses’ services from the adjacent parcel purchased in 2023.

Upon inquiry by Commissioner Krainiak, Mr. Luke Mangum explained that the company now has an approved building plan and has invested approximately \$200k into the property. Upon inquiry by Commissioner Banks, Mr. Mangum confirmed the initial phase will produce at least ten jobs in the area.

Public Comments
None.

Motion to close the public hearing.

RESULT:	PASSED
MOVER:	Tiffany White
AYES:	Tiffany White, Troy Leary, Randy Krainiak, Sissy Aydllett, Jason Banks

Motion to approve the sale of County Property to Mangum Holdings, LLC as presented.

RESULT:	PASSED
MOVER:	Tiffany White
AYES:	Tiffany White, Troy Leary, Randy Krainiak, Sissy Aydllett, Jason Banks

ITEM 5. OLD BUSINESS

- A. Moratorium Update – Erin Burke
 - Meeting scheduled with financial advisor regarding the process of moving towards a wastewater treatment plant.
 - Meeting schedule to discuss the rate study presented to the Board in April.
 - Consideration of Resolutions on the agenda related to water and wastewater expenditures for the \$10 million grant as well as the proposal to add additional clearwell storage at the water plant.
- B. Health Insurance for County Officers – Erin Burke



MEMORANDUM

To: Chair White & Commissioners

From: Erin Burke, County Manager

Date: November 3, 2025

RE: Commissioner Participation in Health Insurance Benefits

BACKGROUND

At the October 2025 meeting of the Board of Commissioners the option of Commissioner participation in Health Insurance Benefits was discussed. The proposal is to open the opportunity to participate in the program but unlike County staff, should a Commissioner choose to participate, the Commissioner would cover 100% of cost of the premium. Staff was asked to allow the broker to gather additional information for participants and to place this item for discussion on the November meeting.

ANALYSIS

The broker provided the following information to staff after the November meeting:

“There’s one important concern I want to make sure is discussed with the board and Erin. The plan is performing very well right now. We secured a strong rate from Cigna about a year and a half ago, had a favorable renewal this year, and claims continue to look good.

If we open the plan to County Commissioners, there’s a potential risk to that stability. If even one individual has a high-cost medication or serious medical condition, it could significantly impact overall claims, which in turn drives higher renewal costs. Because participation would be voluntary, there’s also a chance that those who use healthcare more frequently would opt in, creating an imbalance with more “high-cost” premiums and fewer healthy ones.

I do think we can move forward if everyone is comfortable, but I want to be sure the potential risks are fully understood so that you can make the most informed decision.”

He went on to note that should this proposal move forward, Commissioners would not have to wait until the renewal period in June/July of 2026 and they could enroll following the decision.

Staff also referenced a School of Government survey regarding benefits. Reviewing 15 of the most comparably sized counties by population, 10 of those do offer the benefit and 5 do not. Payment for the insurance varies from commissioner paid, to fully funded by the County. Locally, Pasquotank does not offer the benefit, and Currituck does. Note that the data is from 2023, with those responding “No” having confirmed they do not offer the benefits as of 2025.

County Name	Population	Do commissioners participate in any of the county’s benefit plans?	Health Insurance	Who Pays?– Health Insurance
Alleghany	11142	Yes	Offered	Commissioner
Avery	17951	Yes	Offered	County
Bertie	16655	Yes	Offered	County
Chowan	13722	No		
Clay	11573	Yes	Offered	Both
Gates	10247	Yes	Offered	Both
Graham	8067	Yes	Offered	Both
Hyde	4495	No		
Jones	9195	yes	Offered	Both
Mitchell	14854	No		
Northampton	16854	Yes	Offered	County
Perquimans	13598	No		
Swain	14370	Yes	Offered	Both
Washington	10425	No		
Yancey	18439	Yes	Offered	Both

NEXT STEPS

The Board of Commissioners will need to vote to open the Health Insurance Benefit to Board Members in accordance with § 153A-92. Compensation (d).

Commissioner Insurance Discussion
Page 1 of 2

Commissioner Insurance Discussion
Page 2 of 2

Motion to extend the County Health Insurance benefit to County Commissioners in accordance with NC General Statute 153A-92 Compensation (d) at the Commissioner’s personal expense.

RESULT:	PASSED
MOVER:	Tiffany White
AYES:	Tiffany White, Troy Leary, Randy Krainiak, Sissy Aydllett, Jason Banks

C. Interlocal Agreement for Animal Services – Erin Burke

STATE OF NORTH CAROLINA PASQUOTANK COUNTY INTERLOCAL AGREEMENT FOR ANIMAL SHELTER This AGREEMENT, made and entered into this _____ day of November, 2025, by and between PASQUOTANK COUNTY and CAMDEN COUNTY, bodies politic and political subdivisions of the State of North Carolina (hereinafter called "PASQUOTANK" and "CAMDEN"). WITNESSETH THAT, WHEREAS, Part I of Article 20 of Chapter §160A of the North Carolina General Statutes authorizes CAMDEN and PASQUOTANK to enter into interlocal agreements in order to execute any undertaking on behalf of one another; and WHEREAS, CAMDEN and PASQUOTANK desire to contract for animal shelter services; and WHEREAS, PASQUOTANK, through its Animal Services Department is willing and able to furnish such services on a mutually agreeable cost sharing plan; and NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS: 1) TERM AND RENEWAL OF THE AGREEMENT a) The initial term of this Agreement shall be for two years and seven months commencing December 1, 2025 and ending on June 30, 2028. b) Following completion of the initial term, this Agreement shall automatically be renewed for two years, unless CAMDEN notifies PASQUOTANK of its intention to withdraw. Such notice shall be in writing, mailed or delivered to PASQUOTANK no later than ninety (90) days prior to July 1 of the then current year and the withdrawal shall become effective June 30 of the year following the current year, unless otherwise agreed to by PASQUOTANK and CAMDEN. 2) MANAGEMENT a) The Animal Shelter shall be directly managed and operated by Pasquotank County. 3) FINANCIAL/BUDGET a) The Pasquotank County Manager shall prepare a proposed budget each year that identifies Animal Shelter expenses and revenue for the upcoming year. The proposed budget shall be presented to the Camden County Manager no later than April 1 of each year. 1	b) Each respective governing body shall take official action on the proposed budget for the Animal Shelter by June 1 of each year. Should a governing body fail to approve the budget by June 1 of a particular year, the County Managers shall meet within seven (7) days to address any outstanding issues. c) The two governmental bodies hereby agree to Camden County's allocation of the Animal Shelter costs being 21%. The amount paid shall be net of revenues, which may be received for the operation of the System. d) CAMDEN shall be billed for their portion of the operating expenses on a quarterly basis. 4) INSURANCE All parties shall maintain in force at all times during the performance of this Agreement, a policy or policies of insurance as follows, and in the minimum limits of liability as stated herein: a) Comprehensive general liability, including but not limited to premises, personal injuries, products and completed operations for combined single limit of not less than \$1,000,000 per occurrence. b) Comprehensive automobile liability, including but not limited to property damage, bodily injury and personal injuries for combined single limit of not less than \$1,000,000 per occurrence. c) Workers' Compensation covering statutory requirements of the State of North Carolina and Employer's Liability of not less than \$100,000 per occurrence. 5) NOTICES Notices required under this Agreement shall be delivered personally or by first-class, postage pre-paid mail as follows: County Manager Pasquotank County 206 E. Main Street P.O. Box 39 Elizabeth City, NC 27907 County Manager Camden County 330 E. Hwy 158 P.O. Box 190 Camden, NC 27921 2																												
6) GENERAL PROVISIONS a) <u>Amendment</u>. This Agreement may be amended or modified only by an instrument in writing signed by all the parties hereto. b) <u>Waiver</u>. Any waiver of any terms and conditions hereof must be in writing and signed by the parties hereto. A waiver of any of the terms and conditions hereof shall not be construed as a waiver of any other terms or conditions in this agreement. c) <u>Successors and Assigns</u>. This Agreement and the rights, privileges, duties and obligations of the parties hereunder, to the extent assignable or delegable, shall be binding upon and inure to the benefit of the parties and their respective successors, permitted assigns, and heirs. d) <u>Compliance with Applicable Law</u>. The parties shall comply with all applicable federal, state and local laws and regulations in performing this Agreement. e) <u>Heading</u>. The section and paragraph headings are for convenience only and shall not be used to interpret the terms of this Agreement. f) <u>Governing Law</u>. This Agreement shall be governed by and interpreted under the laws of the State of North Carolina. g) <u>Construction of Agreement</u>. The parties agree that each party has fully participated in their review and revision of this Agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this Agreement or any amendment hereto. h) <u>Counterparts</u>. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same Agreement. i) <u>Integration</u>. This Agreement, including the exhibits hereto, shall represent the entire Agreement between the parties with respect to the subject matter hereof and shall supersede all prior negotiations, representations or agreements, either written or oral, between the parties as of the effective date hereof. {Signatures on Following Page(s)} IN WITNESS WHEREOF, Pasquotank County and Camden County have caused this Agreement to be executed by their duly-authorized representative as of the day and year written above. 3	<table><tr><td colspan="2">PASQUOTANK COUNTY</td></tr><tr><td>By:</td><td>Lloyd Griffin, Chairman Board of County Commissioners</td></tr><tr><td>Attest:</td><td>Lynn B. Scott, Clerk to the Board SEAL</td></tr><tr><td colspan="2">APPROVED AS TO FORM:</td></tr><tr><td>By:</td><td>R. Michael Cox, County Attorney</td></tr></table> <table><tr><td colspan="2">CAMDEN COUNTY</td></tr><tr><td>By:</td><td>Tiffany White, Chair Board of County Commissioners</td></tr><tr><td>Attest:</td><td>Karen Davis, Clerk to the Board SEAL</td></tr><tr><td colspan="2">APPROVED AS TO FORM:</td></tr><tr><td>By:</td><td>_____, County Attorney</td></tr><tr><td colspan="2">This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.</td></tr><tr><td>By:</td><td>Stephanie Jackson, Finance Officer</td></tr><tr><td>Date:</td><td>_____</td></tr><tr><td>Time:</td><td>_____</td></tr></table> 4	PASQUOTANK COUNTY		By:	Lloyd Griffin, Chairman Board of County Commissioners	Attest:	Lynn B. Scott, Clerk to the Board SEAL	APPROVED AS TO FORM:		By:	R. Michael Cox, County Attorney	CAMDEN COUNTY		By:	Tiffany White, Chair Board of County Commissioners	Attest:	Karen Davis, Clerk to the Board SEAL	APPROVED AS TO FORM:		By:	_____, County Attorney	This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.		By:	Stephanie Jackson, Finance Officer	Date:	_____	Time:	_____
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Date:	_____																												
Time:	_____																												

- Concerns addressed by the Board included the following:
- Camden’s contribution of 21% of the projected budget with little to no input or oversight of operations; also the question of space allocated to Camden.
 - Contract term length
 - Absence of termination clause

Manager Burke will present concerns to Pasquotank County Manager Sparty Hammett and will bring it back to the Board for further discussion. Manager Burke reminded the Board that the 21% is based on population and also parallels the Emergency Communications agreement as well as the Emergency Management Services agreement.

- Deputy Chief Judd with the Sheriff’s Office included the following in his comments:
- 89 calls for service since the beginning of August
 - Majority of calls are for strays and the feral cat population
 - Number of calls has decreased since notifying the public of the SPCA closure; however prior to the SPCA the call volume was extremely high
 - Space Issues in Regard to the Following:
 - Animal cruelty cases - evidence placement
 - Animal neglect cases
 - Surrendered animals
 - Dog bite cases (10-day quarantine requirement per State law)

Animal Control Officer Erb explained that just this month there have been at least four dog bites and in the previous week two families wishing to surrender their dogs (four total). Officer Erb added that it is best practice for quarantines to take place in facility as opposed to the home.

Chief Judd added that in the past many families wishing to surrender had been turned away due to the SPCA not accepting animals during specified periods of time.

Upon inquiry of Commissioner Banks in regard to recordkeeping and reporting, Manager Burke stated that she would obtain further clarification on the language needed in requesting that information.

Motion to table the agreement until the next regular meeting or special-called meeting.

RESULT:	PASSED
MOVER:	Jason Banks
AYES:	Tiffany White, Troy Leary, Randy Krainiak, Sissy Aydlett, Jason Banks

ITEM 6. NEW BUSINESS

A. Grandy Primary School Intercom System – Dr. Brandon Ratliff / Mike Reaves

This item was removed from the agenda per the request of School Superintendent Dr. Brandon Ratliff.

B. Tax Report – Lisa Anderson

<u>MONTHLY REPORT OF THE TAX ADMINISTRATOR TO THE CAMDEN COUNTY BOARD OF COMMISSIONERS</u>		
<u>OUTSTANDING TAX DELINQUENCIES BY YEAR</u>		
<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2024	205,168.99	22,583.30
2023	109,474.76	22,253.37
2022	53,081.73	8,553.61
2021	40,336.50	6,696.90
2020	21,807.85	2,658.48
2019	18,385.80	1,758.14
2018	14,601.13	1,026.17
2017	10,824.69	1,278.56
2016	6,741.83	1,029.13
2015	5,776.76	635.05

TOTAL REAL PROPERTY TAX UNCOLLECTED	486,200.04
TOTAL PERSONAL PROPERTY UNCOLLECTED	68,472.71
TEN YEAR PERCENTAGE COLLECTION RATE	99.47%
COLLECTION FOR 2025 vs. 2024	26,343.57 vs. 14,317.74
<u>LAST 3 YEARS PERCENTAGE COLLECTION RATE</u>	
2024	98.05%
2023	98.85%
2022	99.37%

<u>EFFORTS AT COLLECTION IN THE LAST 30 DAYS</u>	
ENDING September 2025	
<u>BY TAX ADMINISTRATOR</u>	
<u>52</u>	NUMBER DELINQUENCY NOTICES SENT
<u>28</u>	FOLLOWUP REQUESTS FOR PAYMENT SENT
<u>4</u>	NUMBER OF WAGE GARNISHMENTS ISSUED
<u>4</u>	NUMBER OF BANK GARNISHMENTS ISSUED
<u>19</u>	NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR TO DELINQUENT TAXPAYER
<u>0</u>	NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)
<u>0</u>	PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF TAX ADMINISTRATOR
<u>0</u>	NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO COUNTY ATTORNEY
<u>0</u>	NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR COLLECTION (I.D. AND STATUS)
<u>0</u>	REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS
<u>0</u>	NUMBER OF JUDGMENTS FILED

30 Largest Unpaid – Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	02-8934-01-18-8072.0000	10,703.02	1	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	02-8935-02-66-7093.0000	9,889.10	1	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	01-7999-00-62-3898.0000	8,702.16	1	MICHAEL ASKEW	SOUTH MILLS	257 A OLD SWAMP RD
R	03-8973-00-53-0748.0000	8,479.24	1	MORRIS L. KIGHT III	SHILOH	142 STANLEY LN
R	03-8962-00-05-0472.0000	8,426.56	1	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	02-8916-00-39-5170.0000	8,205.10	1	DONALD RAY JONES	CAMDEN	670 343 HWY N
R	02-8954-00-43-8538.0000	8,110.61	1	BILLY ROSS FEREBEE	CAMDEN	237 PALMER RD
R	03-8965-00-56-8601.0000	7,753.50	1	FSC II LLC	SHILOH	370 SANDY HOOK RD
R	02-8934-01-29-4617.0000	7,735.32	2	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	02-8945-00-41-2060.0000	6,958.65	1	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	01-8000-00-04-8444.0000	6,729.89	1	MID ATLANTIC RECYCLING	SOUTH MILLS	140 CONNER FARM RD
R	01-7989-00-01-1714.0000	5,737.38	1	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8889-00-48-7259.0000	5,710.71	2	ROBERT AND JANETTE TEMPLETON	SHILOH	127 SAILBOAT RD
R	02-8934-04-72-0416.0000	5,687.18	4	PAULINE JETTE	CAMDEN	238 COUNTRY CLUB RD
R	01-7979-00-61-7358.0000	5,019.87	1	BERT LLC	SOUTH MILLS	HORSESHOE RD
R	01-7081-00-20-8262.0000	4,851.41	1	GEORGE TAYLOR AND ANNIE TAYLOR	SOUTH MILLS	178 CULPEPPER RD
R	03-8971-00-30-9999.0000	4,820.89	1	WILLIAM MICHAEL SARGENT	SHILOH	203 ONE MILL RD
R	02-8943-01-29-4931.0000	4,712.26	1	JATORI POWELL-CARR	CAMDEN	177 SAND HILLS RD
R	03-8990-00-17-3935.0000	4,434.21	4	KARL L ADCOCK	SHILOH	100 CATALAN DR
R	02-8925-00-58-8351.0000	4,362.87	1	KEITH S SAWYER	CAMDEN	109 SCOTLAND RD
R	02-8936-00-23-4750.0000	4,277.64	1	AARON DARNELL CHAMBLEE ET AL	CAMDEN	LAMBS RD
R	02-8935-04-63-0820.0000	4,197.32	2	BLCROSS PROPERTIES, LLC	CAMDEN	197 158 US E
R	02-8945-00-58-2869.0000	4,190.27	3	JAMES WHITLEY, MARY WHITLEY,	CAMDEN	215 PINCH GUT RD
R	03-8963-00-10-1500.0000	3,992.52	1	KENNETH & PEGGY S. PIERCE	SHILOH	111 HAWKINS LN
R	02-8934-01-07-7514.0000	3,892.43	4	ANGELA TYLER	CAMDEN	117 MORRISSETTES RD
R	03-8965-00-13-1025.0000	3,871.85	1	SHARON EVANS MUNDEN	SHILOH	556 TROTMAN RD
R	03-8973-00-22-4894.0000	3,735.59	1	WILLIAM ANDREW NEWELL	SHILOH	891 SANDY HOOK RD
R	03-8990-00-18-6042.0000	3,724.13	4	LARRY MOTLEY	SHILOH	SECOND CREEK RD
R	01-7080-00-26-2396.0000	3,697.15	1	CHRISTOPHER A. KINDER	SOUTH MILLS	136 DOCK LANDING LP
R	01-8916-00-09-6659.0000	3,662.23	1	BRANDON CURLES	CAMDEN	731 343 HWY N

30 Oldest Unpaid – Real

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	02-8935-02-66-7093.0000	10	9,889.10	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	02-8945-00-41-2060.0000	10	6,958.65	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	01-7989-00-01-1714.0000	10	5,737.38	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8936-00-23-4750.0000	10	4,277.64	AARON DARNELL CHAMBLEE ET AL	CAMDEN	LAMES RD
R	03-8962-00-67-1021.0000	10	3,528.19	CECIL BARNARD HEIRS	SHILOH	WICKHAM RD
R	03-8965-00-37-4242.0000	10	3,272.05	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	01-7999-00-95-3587.0000	10	3,105.63	WALTER TURNER HEIRS	SOUTH MILLS	CAROLINA RD
R	02-8935-02-75-0867.0000	10	3,017.70	ED SIVELLIS HEIRS	CAMDEN	158 US W
R	03-8952-00-95-8737.0000	10	2,652.68	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	10	2,424.16	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7899-00-12-8596.0000	10	2,331.13	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7988-00-91-0179.0001	10	2,270.72	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8943-04-93-8214.0000	10	2,191.28	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7091-00-64-6569.0000	10	2,086.76	CLARENCE D. TURNER JR.	SOUTH MILLS	STINGY LN
R	03-8899-00-36-2719.0000	10	1,876.31	LARRY WELDON HEIRS	SHILOH	HIBISCUS RD
R	03-8899-00-45-2682.0000	10	1,726.89	SEAMARK INC.	SHILOH	HOLLY RD
R	02-8926-00-13-6839.0000	10	1,696.42	NORTHEASTERN COMMUNITY	CAMDEN	123 TRAFTON RD
R	02-8935-01-07-0916.0000	10	1,514.23	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	02-8936-00-24-7426.0000	10	1,221.17	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	01-7090-00-60-5052.0000	10	1,016.27	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	01-7989-04-90-0938.0000	10	955.32	DORIS EASON HEIRS	SOUTH MILLS	1352 343 HWY N
R	01-7989-04-60-1568.0000	10	917.52	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	895.78	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	02-8955-00-13-7846.0000	10	627.69	MARIE MERCER	CAMDEN	IVY NECK RD
R	03-9809-00-33-4725.0000	10	537.26	DENNIS CREASY	SHILOH	SAILBOAT RD
R	03-8980-00-61-1968.0000	10	468.69	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	01-7090-00-95-5262.0000	10	377.24	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	02-8916-00-68-3801.0000	10	369.84	W. L. & BRENDA SAWYER	CAMDEN	343 HWY N
R	03-8980-00-84-1828.0000	10	368.36	CARL TEUSCHER	SHILOH	220 BROAD CREEK RD
R	03-9809-00-54-8280.0000	10	347.95	RODNEY STEVEN SPIVEY &	SHILOH	SAILBOAT RD

30 Largest Unpaid – Personal

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0004068	25,885.55	2	BAYSIDE FARMS, LLC	SOUTH MILLS	246 HORSESHOE RD
P	0002941	2,067.80	4	BARKER'S TRUCKING, INC	SHILOH	108 SASSAFRAS LN
P	0003721	1,424.70	4	JIMMY'S TRUCKING & HAULING LLC	CAMDEN	127 TRAFTON RD
P	0003878	1,171.77	2	RONNEY GILLIKIN JR	SOUTH MILLS	109 NORTH POINTE RD
P	0000295	1,127.40	6	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0001721	1,009.92	4	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD
P	0001709	947.26	8	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0003513	808.64	2	JULIE PORTER	CAMDEN	431 158 US W
P	0000297	800.70	2	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0003017	791.57	3	MARK STANLEY MICHALSKI	SOUTH MILLS	138 CAROLINA RD
P	0001046	734.19	2	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001104	729.30	3	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0003512	721.68	3	WILLIAM ANTHONY POPE JR	CAMDEN	214 SMITH DR
P	0002525	601.19	3	JOSEPH VINCENT CARDYN	SHILOH	260 ONE MILL RD
P	0002817	561.69	1	EASTERN CAROLINA	CAMDEN	154 US 158 HWY E
P	0001072	547.10	10	PAM BUNDY	SHILOH	105 AARON DR
P	0003547	521.06	4	NICHOLAS W. STOTTS	CAMDEN	431 158 US W
P	0002480	472.58	1	FSC II, LLC	SHAWBORO	380 SANDY HOOK RD
P	0001545	444.74	4	LOUIS RUGGERI	CAMDEN	390 CAMDEN CSWY
P	0003099	431.21	1	AARON M BROWN	SHILOH	108 CHERRY BLOSSOM WAY
P	0003892	416.36	3	NOAH KNOWLES	CAMDEN	319 IVY NECK RD
P	0003850	414.72	3	JOSHUA MICHAEL BAILEY	SOUTH MILLS	100 ROBIN CT W
P	0003415	398.74	4	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0003773	393.20	4	SEVAN NERO BARTLETT	CAMDEN	197 HERMAN ARNOLD RD
P	0004084	391.98	1	252 IMPROVEMENTS	SOUTH MILLS	581 OLD SWAMP RD
P	0000945	376.74	4	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0003662	372.28	4	JEFFREY CLAYTON COLLIER	CAMDEN	152 158 US W
P	0003167	345.15	3	MICHAEL LANCE GREGORY	CAMDEN	121 CAMDEN AVE
P	0003690	337.26	2	DAVID CLAYBURN HYATT	CAMDEN	158 US W
P	0002865	335.16	2	CHRIS MARTIN	SOUTH MILLS	112 CAROLINA RD

30 Oldest Unpaid – Personal

Roll	Parcel Number	YrsDltg	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001709	10	947.26	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0001046	10	734.19	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	10	547.10	PAM BUNDY	SHILOH	105 AARON DR
P	0001106	10	244.67	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0000738	10	226.96	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001538	10	216.33	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0001694	10	128.34	THOMAS B.THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0000295	9	1,127.40	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000770	9	134.40	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
P	0002921	9	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0002592	9	107.98	SCOTT BRIAN GRANDY	SOUTH MILLS	156 KEETER BARN RD
P	0000945	8	376.74	RAMONA F. TAZEWEILL	CAMDEN	239 SLEEPY HOLLOW RD
P	0002468	8	297.58	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
P	0002968	8	261.91	MICHAEL WILLIAM MAINELLO	SOUTH MILLS	237 KEETER BARN RD
P	0001150	8	136.45	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0001689	8	125.28	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
P	0001512	7	297.74	JOHN WESLEY BURGESS, JR.	CAMDEN	431 158 USY W
P	0002902	7	281.09	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0002942	7	118.75	JAMES P. VASILOPOULOS	CAMDEN	346 343 HWY S
P	0003513	6	808.64	JULIE PORTER	CAMDEN	431 158 US W
P	0003415	6	398.74	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0003414	6	325.41	EDWARD A. BILL	CAMDEN	152 158 US W
P	0003487	6	317.24	MICHAEL RONALD MAYO II	CAMDEN	146 BELCROSS RD
P	0003495	6	304.23	ALY MOHAMAD	SHILOH	100 BROAD CREEK RD
P	0003075	6	304.04	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD
P	0003096	6	298.72	DANIEL ELWOOD BRIGHT	CAMDEN	109 JUNIPER DR
P	0003035	6	266.77	ROBERT HENRY LEE	SHILOH	121 BEECH TREE DR
P	0002978	6	257.32	JONATHAN LEWIS PUGH	SOUTH MILLS	206 MAIN ST
P	0003269	6	205.12	KIMBERLY STARR MUTTA	CAMDEN	290 NORTH RIVER RD
P	0003378	6	160.67	JAMES KELLEY WIGFIELD	CAMDEN	441 158 US E

Motion to approve the tax report as presented.

RESULT:	PASSED
MOVER:	Tiffany White
AYES:	Tiffany White, Troy Leary, Randy Krainiak, Sissy Aydlett, Jason Banks

C. Operation Santa Claus – Stephanie Jackson

Caswell Developmental Center, an agency of the State of North Carolina, has been enhancing the quality of life for persons with intellectual and developmental disabilities and their families since 1911. Each year, the center works with supporters to carry out the annual Operation Santa Claus project to ensure that individuals that live at the center will receive a gift on Christmas morning. The center is requesting a donation which will assist in acquiring the needed funding to support the project.

Motion to approve a donation in the amount of \$150 to the Caswell Developmental Center for the Operation Santa Claus project.

RESULT:	PASSED
MOVER:	Sissy Aydlett
AYES:	Tiffany White, Troy Leary, Randy Krainiak, Sissy Aydlett, Jason Banks

D. Facility Study Request for Qualifications – Erin Burke

 Request for Qualifications (RFQ) Space Needs Study – Camden County, North Carolina Issue Date: November 10, 2025 Response Deadline: December 12, 2025 I. Introduction Camden County is soliciting qualifications from experienced and qualified professional firms to provide consulting services for a Space Needs Study. The selected consultant will evaluate current and future facility and space needs across all County departments and facilities, assess opportunities for consolidation, and provide recommendations for efficient, cost-effective solutions to meet operational requirements over a 10–20 year planning horizon. II. Background Camden County serves a population of approximately 10,355 residents across 290 square miles. The County currently employs 121 full-time and 66 part-time staff across 19 departments. County facilities range in age, size, condition, and ownership with most being located in Camden, but others located in South Mills and Shiloh. III. Purpose and Scope of Work The objective of this Space Needs Study is to assess current facility utilization and plan for future space requirements based on projected staffing, technology, service delivery, and community needs. The scope of work includes, but is not limited to: Facility Assessment - Inventory and assess existing County-owned and leased facilities. - Evaluate building conditions, space utilization, functionality, and ADA compliance. Departmental Interviews & Data Gathering - Meet with department heads and key staff to assess current and anticipated operational and spatial needs. Needs Analysis - Identify gaps between current space availability and future needs. - Account for growth projections and service trends (e.g., remote work, digital services). Space Planning and Programming	- Develop space standards and programming for each department. - Recommend optimal space allocations. Scenario Development - Provide conceptual options for facility use, consolidation, reconfiguration, expansion, or new construction. - Evaluate the feasibility of shared-use facilities or satellite offices. Cost Estimates and Phasing Plan - Provide high-level cost estimates for each scenario. - Recommend phasing strategies and implementation priorities. Final Report and Presentation - Prepare a comprehensive report summarizing findings and recommendations. - Present findings to County leadership and, if requested, to the Board of Supervisors or other stakeholders. IV. Submission Requirements Interested firms must submit the following information in their statement of qualifications: Letter of Interest - Brief summary of firm’s understanding of the project and interest in providing services. Firm Profile - Company background, location, size, years in business, and areas of expertise. Relevant Experience - Description of at least three (3) similar space needs studies conducted in the last 5 years. - Include client name, project scope, year completed, and contact information. Project Team - Resumes and qualifications of key personnel who will be assigned to this project. - Identification of any subconsultants and their roles. Approach and Methodology - Summary of your approach to completing the scope of work. - Proposed timeline and deliverables. References - At least three (3) references from past clients. Required Forms - Any certifications, conflict of interest disclosures, or compliance forms required by the County. V. Evaluation Criteria Submissions will be evaluated based on the following criteria: <table><tr><th>Evaluation Factor</th><th>Weight</th></tr><tr><td>Relevant Experience and Qualifications</td><td>30%</td></tr><tr><td>Proposed Approach and Understanding</td><td>25%</td></tr><tr><td>Team Qualifications and Availability</td><td>20%</td></tr><tr><td>References and Past Performance</td><td>15%</td></tr><tr><td>Local Knowledge or Value-Added Services</td><td>10%</td></tr></table> Short-listed firms <i>may</i> be invited to participate in interviews or presentations.	Evaluation Factor	Weight	Relevant Experience and Qualifications	30%	Proposed Approach and Understanding	25%	Team Qualifications and Availability	20%	References and Past Performance	15%	Local Knowledge or Value-Added Services	10%
Evaluation Factor	Weight												
Relevant Experience and Qualifications	30%												
Proposed Approach and Understanding	25%												
Team Qualifications and Availability	20%												
References and Past Performance	15%												
Local Knowledge or Value-Added Services	10%												

VI. RFQ Schedule	
Activity	Date
RFQ Issued	November 10, 2025
Deadline for Questions	November 21, 2025
Responses Due	December 12, 2025
Shortlisting/Interviews (if applicable)	December 17, 2025
Consultant Selection	January 5, 2026
Project Start (Target)	February 1, 2026

VII. Submission Instructions
Please submit any questions and six hard copies and one (1) digital copy (PDF via email) of your qualifications package by the deadline to:

Erin Burke, County Manager
Camden County, North Carolina
eburke@camdencountync.gov
252-338-6363 ext. 310
PO Box 190, 330 East Hwy 158,
Camden, NC 27921

Late or incomplete submissions will not be considered.

- VIII. General Terms**
- The County reserves the right to reject any or all submissions, waive informalities, and negotiate with any firm.
 - All materials submitted become the property of the County and may be subject to public disclosure under applicable laws.
 - This RFQ does not obligate the County to award a contract or pay any costs incurred in the preparation of the proposal.

Thank you for your interest in working with Camden County.

Motion to approve the facility study request for qualifications as presented.

RESULT:	PASSED
MOVER:	Jason Banks
AYES:	Tiffany White, Troy Leary, Randy Krainiak, Sissy Aydlett, Jason Banks

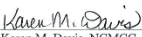
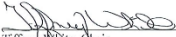
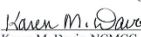
E. EMS Automatic Aid Policy – Erin Burke

Automatic Aid Policy: Camden Response to Pasquotank County EMS – Newland Area Revised 7-4-2025 1. Purpose This policy establishes the conditions and procedures under which Camden County EMS will provide automatic aid to Pasquotank County EMS for high-priority medical emergencies in the Newland area, specifically including Morgan's Corner and areas west of Morgan's Corner along or adjacent to US 158. 2. Policy Statement Camden County EMS shall provide immediate automatic aid support to Pasquotank County EMS in the designated Newland area in the event of life-threatening medical emergencies (Echo-level) or when assistance is specifically requested by a Pasquotank EMS Supervisor through Pasquotank-Camden Central Communications. 3. Automatic Aid Activation Criteria Camden County EMS Medic 14 shall be automatically dispatched and respond emergently to the Newland area under the following conditions: • Echo-Level Medical Emergency: Any call designated by dispatch as an Echo-level response (e.g., cardiac arrest, respiratory arrest, unresponsive and not breathing). • Supervisor Discretion: Any call for which a Pasquotank EMS Supervisor specifically requests Medic 14 response, regardless of priority level. 4. Dispatch Procedure • Pasquotank-Camden Central Communications will immediately dispatch Camden Medic 14 upon receiving: ◦ An Echo-level call within the defined Newland area, or ◦ A direct request from a Pasquotank EMS Supervisor for mutual aid response. • Medic 14 will respond emergent (lights and siren) unless directed otherwise. • If Medic 14 is out of district or unavailable, no Camden County EMS unit will be dispatched into Pasquotank County under this agreement. 5. Transport Limitation Camden County EMS will not provide patient transport from calls under this policy unless: • The patient's condition is time-sensitive, requiring immediate transport to preserve life; or • A Pasquotank County EMS transport unit is unavailable or delayed beyond an acceptable response timeframe. All transport decisions will be made in coordination with Pasquotank EMS. 1 Page	6. Supply Reimbursement and Billing • If Camden County EMS personnel utilize medical supplies or disposable equipment on scene and do not transport, Pasquotank County EMS shall resupply Camden County EMS on a 1-for-1 basis for all consumables used. • If Camden County EMS does transport the patient, Camden County EMS will bill the patient or responsible party in accordance with the established Camden County EMS fee schedule. In such cases, no resupplying for supplies will be required from Pasquotank County. 7. Term and Cancellation This agreement shall remain in effect for a period of one (1) year from the date of execution and shall automatically renew annually unless terminated by either party. Either Camden County or Pasquotank County may terminate the agreement with thirty (30) days' written notice to the other party. Camden County's participation in this agreement is conditional upon Pasquotank County demonstrating ongoing progress toward the planning and construction of a dedicated EMS station in the Newland area. Failure to demonstrate reasonable progress in this regard may serve as grounds for non-renewal or early termination by Camden County. _____ Camden County _____ Date _____ Pasquotank County _____ Date 2 Page
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Motion to approve the EMS Automatic Aid Policy as presented.

RESULT:	PASSED
MOVER:	Tiffany White
AYES:	Tiffany White, Troy Leary, Randy Krainiak, Sissy Aydlett, Jason Banks

F. Resolutions Accepting Drinking Water Reserve and Wastewater Reserve Directed Projects Grant – Erin Burke

 Resolution 2025-11-02 Resolution of the Camden County Board of Commissioners Drinking Water Reserve and Wastewater Reserve Directed Projects Grant WHEREAS, the County of Camden has received a Directed Projects grant from the 2023 Appropriations Act, Session law 2023-134, administered through the Drinking Water Reserve and Wastewater Reserve to assist eligible units of government with meeting their water/wastewater infrastructure needs; and WHEREAS, the North Carolina Department of Environmental Quality has offered 2023 Appropriations Act funding in the amount of \$5,910,000 for the Wastewater Treatment Plant (Phase 1 & 2) to perform detailed work in the submitted application; and WHEREAS, the County of Camden intends to perform said project in accordance with the agreed scope of work. NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF CAMDEN: That County of Camden does hereby accept the 2023 Appropriations Act Direct Projects Grant offer of \$5,910,000. That the County of Camden does hereby give assurance of the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to. That County Manager, Erin Burke, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with this project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure. Adopted this the 3rd day of November 2025 at Camden, North Carolina.  Tiffney White, Chair Camden County Board of Commissioners ATTEST:  Karen M. Davis, NCMCC Clerk to the Board of Commissioners 	 Resolution 2025-11-03 Resolution of the Camden County Board of Commissioners Drinking Water Reserve and Wastewater Reserve Directed Projects Grant WHEREAS, the County of Camden has received a Directed Projects grant from the 2023 Appropriations Act, Session law 2023-134, administered through the Drinking Water Reserve and Wastewater Reserve to assist eligible units of government with meeting their water/wastewater infrastructure needs; and WHEREAS, the North Carolina Department of Environmental Quality has offered 2023 Appropriations Act funding in the amount of \$3,940,000 for the Water Treatment Plant Clearwell Addition to perform detailed work in the submitted application; and WHEREAS, the County of Camden intends to perform said project in accordance with the agreed scope of work. NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF CAMDEN: That County of Camden does hereby accept the 2023 Appropriations Act Direct Projects Grant offer of \$3,940,000. That the County of Camden does hereby give assurance of the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to. That County Manager, Erin Burke, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with this project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure. Adopted this the 3rd day of November 2025 at Camden, North Carolina.  Tiffney White, Chair Camden County Board of Commissioners ATTEST:  Karen M. Davis, NCMCC Clerk to the Board of Commissioners 
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Motion to approve Resolutions 2025-11-02 and 2025-11-03 Accepting Drinking Water Reserve and Wastewater Reserve Directed Projects Grant.

RESULT:	PASSED
MOVER:	Jason Banks
AYES:	Tiffney White, Troy Leary, Randy Krainiak, Sissy Aydlett, Jason Banks

G. Reverse Osmosis Water Treatment Plant Finished Water Storage Expansion Proposal – Chas Sawyer

 October 20, 2025 Mr. Charles Sawyer Public Works Manager Camden County 330 US Hwy 158 East Camden, NC 27921 RE: Camden County RO Water Treatment Plant – Finished Water Storage Expansion Dear Mr. Sawyer, We are pleased to offer the following scope & fee proposal to continue to provide services in support of Camden County's utility infrastructure. This proposal is for the addition of a nominal 500,000-gallon clearwell (finished water storage) at the County's Reverse Osmosis Water Treatment Plant. Under this Agreement, Timmons Group will perform the topographic survey, geotechnical and engineering design and permitting necessary to bid and construct the additional water storage tank. The added storage will provide operation flexibility and allow for maintenance of existing clearwell. PROJECT BACKGROUND, UNDERSTANDING AND APPROACH Camden County was awarded \$10 million in grants by the North Carolina Department of Environmental Quality, Division of Water Infrastructure, for S.L. 2023-134 Water/Sewer Directed Projects. Two "Request for Funding" applications were submitted to DEQ in April 2025 to make use of the funds. One of those projects is the Camden County WTP Clearwell Addition with a total project cost and funding amount requested of \$3,940,000. A Letter of Intent to Fund was provided by DEQ on April 17, 2025 for the project which has been assigned project number SRP-D-134-0266. As soon as the requested schedule revision is approved by DEQ, the County will be in a position to accept the offer. The intent is that this grant will pay for the entirety of the clearwell project. The Camden County Reverse Osmosis Water Treatment Plant (WTP) located on Water Plant Road currently has a single 500,000-gallon concrete clearwell to store finished water before being pumped out to the water distribution system. The existing concrete tank is in need of cleaning and possibly repair. The addition of a new clearwell will allow the old tank to be taken out of service for cleaning and will double the finished water storage capacity of the plant. Under this contract, Timmons Group will provide topographic survey and geotechnical investigation as pre-design services. Environmental permitting is not anticipated for this project. Design phase-services will include the design of the necessary tank foundation (based on the geotechnical investigation), the tank installation details (based on the desired tank style) and technical specifications. Timmons Group will also assist the County in the development of the necessary permitting forms and bidding documents. Timmons Group will also provide construction-phase services including final certification to NCDEQ. Copyright © 2025 Timmons Group – This proposal shall be considered confidential and proprietary until such time as Client has executed a contract with Timmons Group.	Camden County RO WTP – Finished Water Storage Expansion Scope & Fee Proposal I. PROPOSED SCOPE OF SERVICES <u>Base Scope of Services</u> Task S01: Survey Services (Fixed-Fee) Timmons Group will perform a field survey of the approximately 0.4 acre site located at 101 Water Plant Drive designated for the new tank addition. Elevations, physical improvement and any marked utilities will be located as well as the information tied to the recorded boundary survey. Data collection and mapping will be in accordance with the standards for topographic surveys as required by the State of North Carolina. Information provided will be established based on NC Grid NAD 83 (2011) horizontal datum and NAVD 88 vertical datum. Task G01: Geotechnical Services (Fixed-Fee) Our proposed scope of geotechnical services includes performing soil test borings, laboratory testing of soils, and preparation of a geotechnical engineering report for the proposed 500,000-gallon ground storage tank. <u>Field Exploration</u> The field exploration will consist of the following: - A geotechnical professional will perform a site reconnaissance and locate exploration locations using GPS equipment. - Contact NC 811 to mark existing public underground utilities near boring locations. We will also subcontract a private utility locator to scan for underground utilities near boring locations using surficial electro-magnetic and/or ground penetrating radar (GPR) methods. Plastic and fiber optics lines without tracer wires may be unlocatable. Additionally, there may be private underground sewer, septic, or stormwater pipes, that are not detectable using the above methods. We will also review underground utility plans provided by the client, if available. Timmons Group assumes no responsibility for damaging underground utilities that cannot be identified using the methods above. - Perform Five (5) Standard Penetration Test (SPT) borings in accordance with ASTM D1586 to a depth of approximately 70 feet. Boring depths are referenced to the existing ground surface. Total drilling footage is expected to be up to approximately 350 linear feet. Borings will be performed to indicated depths, or auger refusal, whichever occurs first. - Within borings, split-spoon samples will be collected in conjunction with SPT testing. Split-spoon samples will be collected at 2-foot depth intervals in the top 10 feet and at 5-foot intervals thereafter. Upon completion of borings, borehole water levels will be recorded, and the boreholes will be backfilled with drill cuttings up to the original ground surface. Soil samples will be returned to our office for visual classification and laboratory testing. All excess spoils will be disposed of on site. <u>Laboratory Testing</u> We will perform laboratory testing on representative soil samples for the purpose of classifying the soils and estimating geotechnical engineering properties. We plan to perform Atterberg limits, grain size analyses, and natural moisture contents testing. <u>Geotechnical Engineering Report</u> A geotechnical engineering report will be prepared based on performed borings, laboratory testing, and our engineering analysis. The report will include the following: - Site plan showing the locations of exploration. - Description of the exploration sampling methods as well as soil test boring logs. - Water levels encountered in the borings. - Depths to rock, if encountered in the borings. - Laboratory test results. - Depth and location of unsuitable materials, if encountered in borings. Page 2 of 9
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Camden County RO WTP – Finished Water Storage Expansion Scope & Fee Proposal - Recommended foundation type for the proposed tank, including allowable foundation capacity, embodiment, and estimated settlement. - General information regarding site preparation including re-use of on-site soils as fill, identification of deleterious soils encountered in the borings, impact of weather and construction equipment on grading, fill compaction recommendations, and preparation of soil subgrades. - Seismic Site Classification in accordance with the North Carolina Building Code. Task U01: Engineering Services (Fixed-Fee) Timmons Group will develop the engineering design, specifications, permitting documents and bidding documents for the construction of the additional 500,000-gallon ground storage tank. Engineering Design The design of the new clearwell will be completed through the following tasks: - Review available plant records, topographic survey, geotechnical reports and coordinate with Camden County staff to determine the most appropriate location for the tank. - Perform hydraulic calculations to determine the size of new pipes and develop the modified hydraulic profile for the finished water storage and pumping systems. - Coordination with tank manufacturer - Develop engineering drawings for the tank addition, including: - Tank site plan showing the location of the new tank - Associated new site piping and/or piping/valving modifications to allow the existing and new clearwells to be operated in parallel - Specialty tank installation details - Erosion and sediment control details - Prepare the appropriate stormwater management plan and associated documents and calculations and apply to NCDEQ for the permit modification - The proposed site coverage is anticipated to be less than 10,000 sf and disturb less than 1/2 acre of land. These conditions do not trigger a stormwater management permit from NCDEQ nor an Erosion Control Permit. However, as the site should be covered under and existing low-density stormwater permit, a major stormwater permit modification will be required - The stormwater management plan will meet the requirements of the Camden County Stormwater Drainage Design Manual with respect to Division 6, Section 1. For commercial projects disturbing less than 1/2 acre of land. - Design of electrical/instrumentation modifications to incorporate level monitoring of the new clearwell into the plant's SCADA system - Prepare project technical specifications - Submit drawings to the County for review and respond to comments - Per funding requirements, submit drawings to the NC Department of Environmental Quality (DEQ), Department of Water Infrastructure (DWI) for review and respond to comments Permitting Services Timmons Group will prepare and submit the necessary documents to the NC DEQ for the required permit modification and authorization to construct the proposed clearwell. In addition to DEQ requirements, the County must submit all contract documents to DWI for review and approval prior to advertising the project for construction bids. Timmons Group will generate the required forms and documents and will upload them to the DWI online portal on behalf of the County. Timmons Group will respond to comments until approval to advertise the project is granted. Page 3 of 9	Camden County RO WTP – Finished Water Storage Expansion Scope & Fee Proposal Bid Phase Services Timmons Group will assist the County in the preparation of bidding documents: - Prepare the bidding instructions, bid form and contract documents for County and DWI review and approval - Distribute contract documents to prospective bidders and maintain a plan-holders list - Facilitate a pre-bid conference with prospective bidders - Collect bidder questions and issue addenda, as required (addenda must be reviewed and approved by DWI prior to issuance) - Be present for bid opening - Assist the County and bid review and final selection Task U02: Construction Administration Services (Time and Material) Timmons Group will provide construction administration services including documenting construction correspondence, acting as the point of communication between the Owner, Contractor, and Permitting Authorities, processing requests for information, pay requests, attending progress meetings and providing the Owner with monthly progress reports. Other Construction Administration Services include: - Submittal/shop drawing review - Responding to Contractor Requests for Information - A minimum of two site visits per month - Participation in weekly or bi-weekly progress meetings (virtual or in-person, as needed) - Review pay applications and assist with reimbursement applications to DWI - General coordination with DWI for the duration of construction - Participation in substantial completion inspection / tank testing and commissioning - Generate a punchlist of items for the contractor to address prior to denobilization - Conduct final inspection/walkthrough to ensure all punchlist items have been addressed - Development of as-built drawings based on Contractor markups - Submission of Engineer's Final Certification to DEQ The proposed Construction Administration Services do not include full or part-time Construction Inspection or Materials Testing, although these services can be provided as Additional Services upon request. Additional Services (if required or requested) Task S02: Utility Locating Services (Fixed-Fee) If required or requested, Timmons Group will engage with GPRS Inc. to perform subsurface utility location services around the location of the proposed ground storage tank. GPRS will attempt to trace any utilities for which structures are visible from the work area. Utilities will be marked on the surface using spray paint or other appropriate means. The County will be responsible for providing drawings or notifying GPRS of any utilities known to exist in the work area for which there are no apparent surface features or structures that are visible from the work area. The information gathered by GPRS will be incorporated into the design existing conditions information to serve as "base files" for the design of the new tank. Task BR01: Subsurface Structural Design If soil conditions are not adequate to meet the tank manufacturer's requirements, Timmons Group can provide the design of the necessary subsurface foundation. The foundation design need and scope will be determined following Task G01. Page 4 of 9																						
Camden County RO WTP – Finished Water Storage Expansion Scope & Fee Proposal II. ANTICIPATED FEE STRUCTURE We propose to perform this work consistent with the fee schedule below, on a fixed-fee and time & materials (T&M) basis, as indicated. Invoices will be prepared monthly based upon work completed. Invoices can include a narrative outlining the work completed during the previous month and identify any necessary action items required on behalf of the County, if requested. <table><tr><td>BASE PROJECT BUDGET</td><td></td></tr><tr><td>Task S01 – Survey Services</td><td>\$3,300 (Fixed Fee)</td></tr><tr><td>Task G01 – Geotechnical Services</td><td>\$17,500 (Fixed Fee)</td></tr><tr><td>Task U01 – Engineering Services</td><td>\$159,000 (Fixed Fee)</td></tr><tr><td>Task U02 – Construction Administration Services</td><td>\$45,000 (T&M)</td></tr><tr><td>TOTAL BASE SCOPE BUDGET</td><td>\$224,800</td></tr><tr><td>ADDITIONAL SERVICES BUDGET</td><td></td></tr><tr><td>Task S02 – Utility Locating Services (if required)</td><td>\$4,500 (Fixed Fee)</td></tr><tr><td>Task BR01 – Subsurface Structural Design Services (if required)</td><td>\$35,000 (ESTIMATE)</td></tr></table> The above-listed fees are based on the scope of services presented in this proposal. Should the scope of services expand or substantially vary in such a way that scope and effort required increases, Timmons Group may request an additional fee for the corresponding increase in scope. III. ASSUMPTIONS AND CLARIFICATIONS Timmons Group provides the following assumptions and clarifications regarding the Scope of Services. - The County will provide access to any available records related to the existing WTP site. - The County will provide site access for survey/SUE, geotechnical investigation and other necessary field visits. - Work can be performed during standard work hours (8am to 5pm) Monday through Friday. - Structural design of the tank foundation (subgrade structure), if required, will be based on the results of the geotechnical investigation. If required, the fee for this design will be negotiated at that time. - No electrical design/modifications are anticipated for this project. - No environmental investigation or permitting is anticipated for this project. - The County shall provide payment of all fees and other charges assessed by review or regulatory agencies related to approval or permitting of the project. IV. ANTICIPATED SCHEDULE It is anticipated that Task S01, Task S02 (if required), Task G01 and Task U01 under this Scope of Services will take approximately 8 months to complete. Task U02 will progress at the pace of construction. Page 5 of 9	BASE PROJECT BUDGET		Task S01 – Survey Services	\$3,300 (Fixed Fee)	Task G01 – Geotechnical Services	\$17,500 (Fixed Fee)	Task U01 – Engineering Services	\$159,000 (Fixed Fee)	Task U02 – Construction Administration Services	\$45,000 (T&M)	TOTAL BASE SCOPE BUDGET	\$224,800	ADDITIONAL SERVICES BUDGET		Task S02 – Utility Locating Services (if required)	\$4,500 (Fixed Fee)	Task BR01 – Subsurface Structural Design Services (if required)	\$35,000 (ESTIMATE)	Camden County RO WTP – Finished Water Storage Expansion Scope & Fee Proposal Thank you for allowing Timmons Group the opportunity to provide you with this proposal. We look forward to the opportunity of working with you on this project. Should you have any questions or need any additional information, please don't hesitate to contact me at (919) 532-3234 or chris.petree@timmons.com. Respectfully submitted,  Christopher Petree, PE, DBIA Principal Timmons Group Accepted by: Camden County, NC <table><tr><td>Name</td><td>Title</td></tr><tr><td>Signature</td><td>Date</td></tr></table> Page 6 of 9	Name	Title	Signature	Date
BASE PROJECT BUDGET																							
Task S01 – Survey Services	\$3,300 (Fixed Fee)																						
Task G01 – Geotechnical Services	\$17,500 (Fixed Fee)																						
Task U01 – Engineering Services	\$159,000 (Fixed Fee)																						
Task U02 – Construction Administration Services	\$45,000 (T&M)																						
TOTAL BASE SCOPE BUDGET	\$224,800																						
ADDITIONAL SERVICES BUDGET																							
Task S02 – Utility Locating Services (if required)	\$4,500 (Fixed Fee)																						
Task BR01 – Subsurface Structural Design Services (if required)	\$35,000 (ESTIMATE)																						
Name	Title																						
Signature	Date																						

Motion to approve the finished water storage expansion proposal as presented.

RESULT:	PASSED
MOVER:	Tiffany White
AYES:	Tiffany White, Troy Leary, Randy Krainiak, Sissy Aydlett, Jason Banks

H. Solid Waste Fee Discussion – Erin Burke



MEMORANDUM

To: Chair White & Commissioners

From: Erin Burke, County Manager

Date: November 3, 2025

RE: Solid Waste Fee Discussion

BACKGROUND

The solid waste fee was increased from \$80.00 to \$100.00 after discussions during the budget process in the 25/26 Budget. This fee is projected to bring in approximately \$400,000.00 with other fees bringing the projected revenue total to \$461,500.00 in the Solid Waste Budget. Projected expenditures in the Solid Waste Budget are \$1,059,700.00. During past billing processes some fees have been waived but there is no consistent mechanism or policy in place for the waiver process. Staff made the administrative decision not to apply the fee to vacant lands for the FY 25-26 and this had been done in the past as well.

Following this \$20.00 increase staff fielded a few phone calls from taxpayers concerning the increase in the fee but not above the “normal” number phone calls that we receive on an annual basis concerning fee increases or billing changes.

ANALYSIS

Waivers have been offered in the past on a case-by-case basis. They had not been widely advertised nor uniformly applied. Noting this inconsistency staff were instructed to provide no waivers for the current fees.

The process of waving a fee is a manual one that would require the Tax office to review the circumstances and documentation of an applicant and manually enter the waiver into the system. There is not a clear way to breakdown the type of structure on each property to “weed out” with structures that may not be habitable. Additionally, all related documentation submitted for any waivers is required to be stored in compliance with the Department of Cultural Resources Records Retention Schedule.

Staff notes that Camden County currently has the lowest solid waste fee by no less than \$90.00. Perquimans County is the next lowest with a fee of \$190.00 but they do offer a waiver for “eligible senior citizens” reducing that fee to \$75.

Staff cautions against fee waivers, as this budget item is not self-sufficient, and requires supplemental support from the general fund on an annual basis. Additionally, the CIP identifies the need for a new convenience site/transfer station in South Mills. This capital investment will require even further support from the general fund.

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Solid Waste Fee Discussion
Page 1 of 2

NEXT STEPS

Commissioner Banks has proposed the following policy:

Camden County Property Tax Exemption Clause – Solid Waste Fee Waiver
A resident and property owner of Camden County who owns multiple parcels of land within the county may request an exemption from the solid waste fee (\$100) for any parcel that does not contain the owner's primary residence or other habitable dwellings. To qualify for this exemption, the owner must:

1. Be a legal resident of Camden County and the recorded owner of the parcels in question.
2. Submit a written request to the Camden County Tax Assessor's Office, identifying the specific parcel(s) for which the exemption is sought.
3. Provide documentation verifying that the parcel(s) do not contain the owner's primary residence or any other habitable dwellings at the time of the request.

The exemption shall apply only to the solid waste fee and does not affect other applicable property taxes or fees. The solid waste fee does not generate sufficient revenue to cover the costs of solid waste services incurred by the county, and additional funds from the general fund are used annually to supplement these costs. The waiver request must be resubmitted annually by [insert deadline, e.g., March 31] of the tax year for which the exemption is sought. The Camden County Tax Assessor's Office reserves the right to verify eligibility and may deny or revoke the exemption if the parcel is found to contain a primary residence or other habitable dwelling or if the owner fails to meet the eligibility criteria.

REQUESTED ACTION

Staff will need direction from the Board of Commissioners on how to proceed regarding applying solid waste fees for future billing.

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Solid Waste Fee Discussion
Page 2 of 2

After discussion regarding the need to develop a standard policy in the issuance of waivers, it was decided by consensus to place this item on the Board’s upcoming retreat agenda for further consideration.

ITEM 7. BOARD APPOINTMENTS

- A. Social Services Board – Reappointment of Monique Chamblee
- B. ABC Board – Reappointment of Mike McLain

Motion to approve the board appointments as presented.

RESULT:	PASSED [4-1]
MOVER:	Jason Banks
AYES:	Tiffany White, Troy Leary, Sissy Aydlett, Jason Banks
NAY:	Randy Krainiak

South Camden Water & Sewer District Board of Directors

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

Consideration of the Agenda

Motion to approve the agenda as presented.

RESULT:	PASSED
MOVER:	Troy Leary
AYES:	Tiffany White, Troy Leary, Randy Krainiak, Sissy Aydlett, Jason Banks

Public Comments – None

- A. Monthly Report – Chas Sawyer

South Camden Water & Sewer Board

Monthly Work Order Statistics Report

Period: September 2025

	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
Water/Distribution	211	100%	100%	0
Sewer/Collection	0	100%	100%	0

Collections/Distribution

Water line locates	0
Sewer line locates	0
Water & Sewer locates same ticket	159
Hydrants tested	0
New services installed	4

Water Treatment

Total water treated	17,684,000 gallons
Daily average	589,467 gallons per day (82% capacity)
Current capacity	720,000 gallons per day

Waste Water Treatment

Facility	Gallons per day	Permitted Capacity
South Mills WWTP	13,333 gallons per day	100 000 gallons per day(13% Capacity)
Courthouse Area WWTP	29,025 gallons per day	50 000 gallons per day(58% Capacity)

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

SOUTH CAMDEN WATER & SEWER DISTRICT MONTHLY WATER REPORT														
month	active	work	new	gallons	tap fees	total	gallons	sewer	sewer	gallons	sewer	sewer		
	meters	orders	serv	sold		collected	sold	collected	cust	sold	collected	cust		
				meters			meters		Core	meters	S. Mills	S. Mills		
				water			sewer			sewer				
										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				

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	18,365,000	.592,419
April 2025	17,701,000	.590,033
May 2025	19,701,000	.635,516
June 2025	19,004,000	.633,467
July 2025	19,014,000	.613,355
August 2025	18,700,000	.603,226
September 2025	17,684,000	.589,467
October 2025		
November 2025		
December 2025		
Yearly Totals		

Mr. Sawyer added that the water tank inspections had been completed and reports should be received in the next few weeks.

Motion to approve the monthly report as presented.

RESULT:	PASSED
MOVER:	Jason Banks
AYES:	Tiffney White, Troy Leary, Randy Krainiak, Sissy Aydlett, Jason Banks

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

RESULT:	PASSED
MOVER:	Jason Banks
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 8. CONSENT AGENDA

- A. BOC Meeting Minutes of October 6, 2025 – Herein incorporated by reference; available for public inspection in the County Clerk’s office and via the County website.
- B. Budget Amendments

2025-26-BA027

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2026.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
51330800-437990	PB Trustee Funds	\$20,916	
Expenses			
518000-537990	PB Trustee Expenses	\$20,916	

This Budget Amendment is made to appropriate funds for a Trustee Account.

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

Balance in Contingency \$20,000.00

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 3rd day of November, 2025.

Karen M. Davis

Clerk to Board of Commissioners

Tiffney White

Chair, Board of Commissioners



C. School Budget Amendments

Budget Amendment

Camden County Schools Administrative Unit

State Public School Fund

The Camden County Board of Education at a meeting on the 9th day of October 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, 2026.

Code Number	Description of Code	Amount
		Increase Decrease
5100	Regular Instructional Services	36,672.48
5200	Special Populations Services	1,776.60
5800	School-Based Support Services	2,622.55
6500	Operational Support Services	4,499.86
6600	Financial & Human Resources	6,223.12
6700	Accountability Services	1,438.40
6900	Policy, Leadership & Public	16,000.00
7200	Nutrition Services	8,240.00

Explanation:

Total Appropriation in Current Budget \$ 19,826,351.04

Amount of Increase/Decrease of Above Amendment + 77,473.01

Total Appropriation in Current Amended Budget \$ 19,903,824.05

Passed by majority vote of the Board of Education of Camden County on the 9th day of October 2025.

[Signature]
Chairman, Board of Education

[Signature]
Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 3rd day of November 2025.

[Signature]
Chairman, Board of County Commissioners

[Signature]
Clerk, Board of County Commissioners

Budget Amendment

Camden County Schools Administrative Unit

Federal Grant Fund

The Camden County Board of Education at a meeting on the 9th day of October 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, 2026.

Code Number	Description of Code	Amount
		Increase Decrease
5200	Special Population Services	69.80
8100	Payments to Other Gov't Units	69.80

Explanation: Revenues increased for carryover funds

Total Appropriation in Current Budget \$ 872,568.14

Amount of Increase/Decrease of Above Amendment + 0.00

Total Appropriation in Current Amended Budget \$ 872,568.14

Passed by majority vote of the Board of Education of Camden County on the 9th day of October, 2025.

[Signature]
Chairman, Board of Education

[Signature]
Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 3rd day of November 2025.

[Signature]
Chairman, Board of County Commissioners

[Signature]
Clerk, Board of County Commissioners

Budget Amendment

Camden County Schools Administrative Unit

Federal Grant Fund

The Camden County Board of Education at a meeting on the 9th day of October 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, 2026.

Code Number	Description of Code	Amount
		Increase Decrease
5100	Regular Instructional Services	792.14
5200	Special Population Services	19,837.71
5300	Alternative Programs & Svcs	34,659.94
5800	School-Based Support Services	11,143.85
6200	Special Population Support	500.00
6500	Operational Support Services	2,362.19
8100	Payments to Other Gov't Units	5,147.18

Explanation: Revenues increased for carryover funds

Total Appropriation in Current Budget \$ 867,445.01

Amount of Increase/Decrease of Above Amendment + 5,123.13

Total Appropriation in Current Amended Budget \$ 872,568.14

Passed by majority vote of the Board of Education of Camden County on the 9th day of October, 2025.

[Signature]
Chairman, Board of Education

[Signature]
Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 3rd day of November 2025.

[Signature]
Chairman, Board of County Commissioners

[Signature]
Clerk, Board of County Commissioners

Budget Amendment

Camden County Schools Administrative Unit

Federal Grant Fund

The Camden County Board of Education at a meeting on the 9th day of October 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, 2026.

Code Number	Description of Code	Amount
		Increase Decrease
5100	Regular Instructional Services	
5200	Special Population Services	12,076.19
6200	Special Population Support	50.00
8100	Payments to Other Gov't Units	752.19

Explanation: Revenues increased for carryover funds

Total Appropriation in Current Budget \$ 897,439.33

Amount of Increase/Decrease of Above Amendment - 29,994.32

Total Appropriation in Current Amended Budget \$ 867,445.01

Passed by majority vote of the Board of Education of Camden County on the 9th day of October, 2025.

[Signature]
Chairman, Board of Education

[Signature]
Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 3rd day of November 2025.

[Signature]
Chairman, Board of County Commissioners

[Signature]
Clerk, Board of County Commissioners

D. Pickups, Releases & Refunds

NAME	REASON	NO.
Johnny Frederick Layden	Should be for Pasquotank to pay the refund	Pick-up/25078
	\$314.34	87622755
Chloe Nicole Skagerberg	Turned in Plates	Pick-up/25075
	\$107.66	86722179
Rhonda Barnes Shelton	Turned in Plates	Pick-up/25091
	\$103.15	58269042
Nathaniel Scott Morse	Turned in Plates	Pick-up/25089
	\$353.22	84693803
Tanja Renate Kight	Turned in Plates	Pick-up/25080
	\$136.28	60558733
Regina Jordan Russell	Turned in Plates	Pick-up/25100
	\$119.16	83304756
Alton Wyman Prentice	Turned in Plates	Pick-up/25102
	\$169.78	85266242

Camden County Board of Commissioners
November 3, 2025

E. Tax Collection Report

Tax Collection Report SEPTEMBER 2025					
Day	Amount	Name of Account	Deposits	Simplify - 23	PSN - 69
	\$	\$	\$	\$	\$
2	8,185.40	Refund - \$25.00 Slip # 1	8,185.40		
3	2,485.17	Slip # 3	2,485.17		
4	11,541.47	Slip # 3	11,541.47		
5	58,600.38	Over - \$1.44 Slip # 4 & 5	58,600.38		
8	44,945.10	Refund - \$370.90 Slip # 6 & 7	44,945.10		
	44,851.94	Refund - \$1.00 Slip # 8 & 9	44,851.94		
	30,029.19			30,029.19	
	15,985.18	PSN - Refund - \$6.05			15,985.18
9	53,619.19		53,619.19		
	44.93	PSN - Debt Setoff			44.93
10	71,965.72	Refund-\$1,173.85-99- Slip # 12 & 13	71,965.72		
	10,125.00			10,125.00	
	18,535.74	PSN			18,535.74
11	76,596.59	Refund - \$1.10 Slip # 14, 15 & 16	76,596.59		
	11,945.92	PSN			11,945.92
12	34,681.63	Slip # 17 & 18	34,681.63		
	28,029.25	Refund - \$0.59 Slip # 19	28,029.25		
15	116,644.23	Slip # 20, 21 & 22	116,644.23		
	39,295.31	Slip # 23 & 24	39,295.31		
	112,581.16	Slip # 25	112,581.16		
	5,642.08			5,642.08	
	17,347.44	PSN			17,347.44
16	37,582.69	Slip # 26 & 27	37,582.69		
17	19,449.94	Slip # 28	19,449.94		
18	22,803.70			22,803.70	
	11,430.39	PSN - Refund - \$14.97			11,430.39
	51,554.81	Slip # 29 & 30	51,554.81		
19	55,746.56	Refund - \$163.06 Slip # 31 & 32	55,746.56		
22	56,295.42	Refund - \$1.10 Slip # 33 & 34	56,295.42		
	12,002.47	Slip # 35	12,002.47		
23	34,893.84	Refund - \$532.80 Slip # 36	34,893.84		
	13,536.96			13,536.96	
	9,697.34	PSN - Refund - \$0.93			9,697.34
24	10,668.88	Slip # 37	10,668.88		
25	61,421.60	Slip # 38 & 39	61,421.60		
	16,823.45	Slip # 40	16,823.45		
26	11,058.20	Refund - \$ 0.10 Slip # 41	11,058.20		
	17,332.75	Refund - \$ 66.09- # 99 Slip # 42	17,332.75		
29	39,214.00	Refund - \$3.31 Slip # 43 & 44	39,214.00		
	9,269.00			9,269.00	
	12,857.58	PSN			12,857.58
30	40,977.62	Slip # 45	40,977.62		
	4,865.82	Slip # 46	4,865.82		
	4,756.00			4,756.00	
	5,069.41	PSN - Refund - \$9.82			5,069.41
		PSN- Perry McMillion Custom Homes	-		-
		collected - \$556.66- 9/10/2025	-		-
		PSN - \$93.00 should be for Water.	-		-
Totals Collections	\$ 1,372,986.45		\$ 1,173,910.59	\$ 96,161.93	\$ 102,913.93
Total Bank Deposits	\$ 1,372,986.45		\$ 1,372,986.45		
Land Transfer/PSN					
		PSN Check fees - \$78.10 for info only, fees were paid to PSN			
Refund	\$ (2,380.67)				
Over	\$ (1.44)				
Short	\$ -				
Adjustment	\$ -				
NET TOTAL	\$ 1,370,604.34				
Submitted By: <i>[Signature]</i> Date: <i>10-27-25</i>					
Approved By: <i>[Signature]</i> Date: <i>11-4-25</i>					

F. FY 2026-2027 Budget Calendar

CAMDEN COUNTY FISCAL YEAR 2026-2027 ANNUAL BUDGET & CIP CALENDAR		
DATE	PROCEDURE	ACTION BY
November 6	Department Head Work Session meet at 9 am to discuss this year's priorities	Department Heads County Manager Finance Officer
January 20-23	Budget Workbooks Available for Department Heads during Mid-Year Budget Reviews	County Manager Finance Officer
February 13 (WS)	Board of Commissioner's Retreat to discuss this year's priorities at 8:30 am (Taylor's Oak Restaurant Banquet Room)	Board Of Commissioners County Manager Finance Officer
February 25-27	Deadline to submit New Position Requests and Other Position Changes to HR	Department Heads
February 25-27	All Final Budget Requests from County Departments, Fire Districts and Non-County Organizations due in Manager's office by 5:00 P.M. (C.S. 159-10)	Department Heads, Fire Districts & Non-County Organizations
February 25-27	County Manager & Finance Officer to meet with Department Heads if needed	County Manager Department Heads
March 6	All Capital Improvement Plan (CIP) requests are due to County Manager's Office	Department Heads Board Of Education
March 13 (WS)	Budget Work Session #1 at 1:00 pm (Community Room)	County Manager Board of Commissioners
April 2	Estimated Tax Valuation Due	Tax Administrator
April 10	Revenue Estimates Due	Finance Officer
April 17	Camden County Board of Education's Final Proposed Budget due to County Manager	School Board
April 17 (WS)	Budget Work Session #2 at 1:00 pm -School (Community Room)	School Administration Board of Commissioners
April 17	Compile Budget Requests & delivery to County Manager	Finance Officer
April 20-22	Review and Analyze Budget Requests	County Manager
- 1 -		

CAMDEN COUNTY FISCAL YEAR 2026-2027 ANNUAL BUDGET & CIP CALENDAR		
DATE	PROCEDURE	ACTION BY
May 1 (WS)	Budget Work Session #3 at 1:00 pm (Community Room)	Board of Commissioners County Manager
May 4 - 8	Compile Budget Document & Budget Message for presentation to Commissioners	County Manager Finance Officer
May 4	Set Public Hearing on Budget (C.S. 159-12(A)) & Public Hearing on CIP (Not statutorily required)	Clerk to Board
May 7	Review Budget Requests with Department Heads as requested by Budget Officer	County Manager Finance Officer
May 8 (WS)	Budget Work Session #4 at 1:00 pm (Community Room) ****IF NEEDED****	Board of Commissioners County Manager
May 11	Budget & CIP Available to BOC/ Public Advertise Budget & CIP available to Public (Publication date: May 15)	County Manager Clerk to Board
June 1	Public hearing(s) on FY 26-27 Budget (& CIP) (7pm)	Board Of Commissioners
June 1	Consideration of Budget Ordinance (C.S. 159-13:A) & Consideration of CIP (7pm)	Board Of Commissioners
June 8	Adoption of Budget Ordinance & Adoption of CIP if not approved June 1 (7pm)	Board Of Commissioners
June 15	Special Meeting to adopt budget if needed	Board Of Commissioners
June 22	File Copies of Adopted Budget with County Finance Officer and Clerk (C.S. 159-13(d))	Budget Officer
- 2 -		

G. Resolution 2025-11-01 Closure of Bank Accounts



RESOLUTION 2025-11-01

RESOLUTION AUTHORIZING CLOSURE OF BANK ACCOUNTS
AND REMOVAL OF OFFICIAL DEPOSITORY

WHEREAS, G.S. 159-31 requires that all deposits of a local government or public authority be made with one or more official depositories designated by the governing board, and that such depositories shall be banks, savings and loan associations, or trust companies authorized to do business in North Carolina; and

WHEREAS, G.S. 159-31 further provides that the governing board shall designate the official depositories by resolution and that all deposits shall be made in the name of the unit or public authority and in accordance with Chapter 159 of the North Carolina General Statutes; and

WHEREAS, the Board of Commissioners of the County of Camden previously designated Atlantic Union Bank as an official depository and established one or more accounts therein; and

WHEREAS, the Board of Commissioners now finds it necessary and appropriate to terminate such designation and close the account(s) held at Atlantic Union Bank, as those funds will be maintained in other official depositories duly designated in accordance with G.S. 159-31;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF CAMDEN:

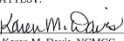
1. **Closure of Accounts.** The Finance Officer is hereby authorized and directed to close all accounts held in the name of the County of Camden at Atlantic Union Bank. Any remaining balances shall be transferred to another official depository designated by the governing board pursuant to G.S. 159-31.
2. **Removal of Depository.** The Board of Commissioners hereby removes Atlantic Union Bank as an official depository of the County of Camden as provided in G.S. 159-31.
3. **Compliance with Law.** The Finance Officer shall ensure that all public monies are thereafter deposited only in depositories officially designated by the governing board and that all deposits are made in the name of the County of Camden, in compliance with G.S. 159-31 and related statutes.
4. **Record of Depositories.** The Clerk to the Board of Commissioners is directed to update the list of official depositories to reflect this action and to maintain it as part of the unit's official records.

Adopted this 3rd day of November, 2025.



Tiffany White, Chair
Camden County Board of Commissioners

ATTEST:



Karen M. Davis, NCMCC
Clerk to the Board of Commissioners



H. Library DVD Player / Hotspot Borrowing Waiver

BOARD OF COMMISSIONERS

TIFFNEY WHITE
Chair

TROY LEARY
Vice Chair

SISSY AYDLETT
DR. JASON BANKS
RANDY KRAINIAK



ADMINISTRATION

ERIN BURKE
County Manager

KAREN M. DAVIS
Clerk to the Board

Lauren Arizaga-Womble
County Attorney

DVD Player/Hotspot Borrowing Waiver

Purpose: This waiver is used for borrowing the library's Blu-ray/DVD player or Hotspot. To protect the owner from liability for damage or injury that might occur while the equipment is being used.

- Acknowledgement of equipment condition: The borrower agrees that the equipment is received in good condition.
- Responsibility for damage or loss: The borrower assumes financial responsibility for the replacement or repair of the equipment if it is damaged, lost, or stolen while in their possession.
- Proper use of equipment: The borrower agrees to use the equipment carefully and appropriately, in accordance with the manufacturer's recommendations and any applicable regulations.
- Returning equipment: The borrower agrees to return the equipment in good condition with all included accessories. If any accessories are missing, the equipment will remain checked out in the borrower's library account until all items are returned. Any accrued fines are the responsibility of the borrower

By signing this document, the borrower acknowledges and agrees to adhere to all stated terms conditions for borrowing a Blu-ray/DVD player or Hotspot from Camden County Public Library.

Full Name
Printed: _____

Signature: _____ Date: _____

P. O. Box 190 • 330 East Hwy 158 • Camden, NC, 27921 • Phone (252) 338-6363 • Fax (252) 331-7831
www.camdencountync.gov

I. Special Meeting for Quasi-Judicial Hearing to Revoke Special Use Permit UDO 2016-08-10 - Decmeber 4, 2025

Planning Staff has determined multiple conditions of the approved Special Use Permit, UDO# 2016-08-10, for mining operations to B & M Investments of NC LLC are not in compliance.

The Planning Staff is requesting the Board of Commissioners to hold a Special Meeting for a Quasi-Judicial Hearing to Revoke Permit for non-compliance with the Special Use Permit UDO# 2016-08-10, An Order Granting A Special Use Permit for mining operations to B & M Investments of NC LLC. The mining operation is located in the South Mills township at the end of Ponderosa Road at the North Carolina and Virginia state line.

Motion to approve the Consent Agenda as amended.

RESULT:	PASSED
MOVER:	Troy Leary
AYES:	Tiffany White, Troy Leary, Randy Krainiak, Sissy Aydlett, Jason Banks

Camden County Board of Commissioners
November 3, 2025

ITEM 9. COUNTY MANAGER’S REPORT

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

- Biweekly High School Construction Meetings
- Clearing, building pad and driveway complete at Treasure Point
- NCACC Strategic Plan Input Session
- EMS Advisory Board Meeting
- Currituck Chamber of Commerce Coastal Economic Summit
- Fiber Options discussion for County facilities
- Tourism Development Authority Meeting
- Camden Economic Development Commission Meeting
- Signage meeting for new high school
- Treasure Point construction fencing meeting
- Beam signing ceremony at the new high school
- Veterans Services Officer grant meeting
- Collenton Meeting – EMS billing review
- Albemarle Commission collaboration meeting
- 2025 Heritage Festival wrap-up meeting
- NCACC call regarding DHHS briefing on federal shutdown
- Ongoing website training
- Library Trick-or-Treat event
- Christmas Tree Lighting – December 1st; 5:30 PM

ITEM 10. COMMISSIONERS’ REPORTS

Commissioner Aydlett

- Beam signing at new high school and site tour
- Read to students at Grandy Primary & Camden Intermediate School

Chair White

- Appreciation to Welcome Center staff for a successful Dismal Day in October

ITEM 11. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES

Provided for information only:

A. Financial Report

Fund	Year to Date	September	2025	
10	General Fund	Budgeted	Revised	Collections/Spent
	Revenues	\$ 25,139,000	\$ 26,289,578	\$ 2,997,618
	Expenses	\$ 25,139,000	\$ 26,289,578	\$ 5,591,033
12	Code Enforcement			
	Revenues	\$ 60,000		\$ 100
	Expenses	\$ 60,000		\$ -
13	R/D Auto Enhancement			
	Revenues	\$ 6,550		\$ 1,553
	Expenses	\$ 6,550		\$ 6,550
15	Tourism Development Authority			
	Revenues	\$ 38,160		\$ 5,527
	Expenses	\$ 38,160		\$ 9,440
22	Opioid Litigation Settlement			
	Revenues	\$ 270,219		\$ 63,687
	Expenses	\$ 270,219		\$ -
23	Water & Sewer Reserve Fund			
	Revenues	\$ 74,500		\$ 656,945
	Expenses	\$ 74,500		\$ -
29	Water & Sewer Projects			
	Revenues	\$ 1,514,493		\$ 47,117
	Expenses	\$ 1,514,493		\$ -
30	Camden Water/Sewer District			
	Revenues	\$ 3,038,723	\$ 3,007,643	\$ 752,005
	Expenses	\$ 3,038,723	\$ 3,007,643	\$ 509,582
32	Dismal Swamp Gift Shop			
	Revenues	\$ 47,150		\$ 14,265
	Expenses	\$ 47,150		\$ 6,917
36-39	Watersheds			
	Revenues	\$ 62,339		\$ 23,118
	Expenses	\$ 62,339		\$ 2,800
40	Shiloh Courthouse Fire			
	Revenues	\$ 545,143	\$ 551,545	\$ 81,424
	Expenses	\$ 545,143	\$ 551,545	\$ 162,629
41	South Mills Fire			
	Revenues	\$ 339,764	\$ 351,889	\$ 54,352
	Expenses	\$ 339,764	\$ 351,889	\$ 35,304
50	School Fund			
	Revenues	\$ 8,100		\$ 615
	Expenses	\$ 8,100		\$ -
51	Public Assistance - Trustees			
	Revenues	\$ 24,144	\$ 28,285	\$ 7,586
	Expenses	\$ 24,144	\$ 28,285	\$ 8,956
52	Social Services			
	Revenues	\$ 1,666,647	\$ 1,703,897	\$ 229,357
	Expenses	\$ 1,666,647	\$ 1,703,897	\$ 358,446
53	Joyce Creek Drainage District			
	Revenues	\$ 44,675		\$ 10,207
	Expenses	\$ 44,675		\$ 5,287
56	Ferebee Courthouse Trust			
	Revenues	\$ 1,771	(Spent on Courthouse Roof)	\$ 7
	Expenses	\$ 1,771		\$ -
60	Dismal Swamp Visitor Center			
	Revenues	\$ 204,440		\$ -
	Expenses	\$ 204,440		\$ 47,676
63	State Boat Ramp Grant			
	Revenues	\$ 49,118		\$ 209
	Expenses	\$ 49,118		\$ -
70	Revaluation Reserve Fund			
	Revenues	\$ 30,500		\$ 853
	Expenses	\$ 30,500		\$ -
71	Unrestricted Capital Reserve			
	Revenues	\$ 1,070,597		\$ 300,301
	Expenses	\$ 1,070,597		\$ -
75	School Capital Reserve			
	Revenues	\$ 2,973,768		\$ 3,829,877
	Expenses	\$ 2,973,768		\$ 8,515,823
	Total			
	Revenues	\$ 37,209,801		\$ 9,076,722
	Expenses	\$ 37,209,801	\$ 38,389,217	\$ 15,260,443

B. Library Report

Camden County Public Library	
October 2025 Statistics	
MONTH REPORT	
Visitor Count	1926
Materials Check Outs & Renewals	3618
Libby – Overdrive (magazines, eBooks & audiobooks)	331
Computer/ Wireless Use	272/202
Questions Answered	251
Children’s Programs/Attendance	18/286
Teen Program/Attendance	2/25
Adult Programs/Attendance	5/29
Outreach Programs/Attendance	2/132
Study Room Usage/Attendance	32/58
Meeting Room Usage/Attendance	3/25
Days/Hours Open	28/232
# Items in Collection	24,094
Library Card Holders	3,405

Comparison by Year

2023-2025

Attendance

Circulation

C. Register of Deeds Report

a		Camden County Register of Deeds: Ashley Jennings September 2025 Daily Deposit							
DATE	NC CHILDREN'S TRUST	NC DOM. VIO. FUND	STATE REV. STAMPS	COUNTY REV. STAMPS	RETIREMENT	AUTO FUND	STATE TREASURY	ROD GENERAL	TOTAL
09/01/25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
09/02/25	\$ 5.00	\$ 30.00	\$ 465.50	\$ 484.50	\$ 3.09	\$ 15.46	\$ 18.60	\$ 133.85	\$ 1,156.00
09/03/25	\$ -	\$ -	\$ 294.00	\$ 306.00	\$ 5.02	\$ 25.56	\$ 74.40	\$ 230.02	\$ 935.00
09/04/25	\$ -	\$ -	\$ 2,034.48	\$ 2,117.52	\$ 6.36	\$ 34.73	\$ 80.60	\$ 302.31	\$ 4,576.00
09/05/25	\$ 10.00	\$ 60.00	\$ -	\$ -	\$ 5.82	\$ 29.79	\$ 24.80	\$ 257.59	\$ 388.00
09/08/25	\$ -	\$ -	\$ 127.40	\$ 132.60	\$ 3.54	\$ 21.27	\$ 31.00	\$ 180.99	\$ 496.80
09/09/25	\$ 5.00	\$ 30.00	\$ 864.85	\$ 900.15	\$ 2.89	\$ 14.07	\$ 18.60	\$ 121.44	\$ 1,957.00
09/10/25	\$ 5.00	\$ 30.00	\$ -	\$ -	\$ 1.44	\$ 5.34	\$ 6.20	\$ 48.02	\$ 96.00
09/11/25	\$ -	\$ -	\$ 213.64	\$ 222.36	\$ 4.66	\$ 27.35	\$ 43.40	\$ 235.59	\$ 747.00
09/12/25	\$ 5.00	\$ 30.00	\$ 210.70	\$ 219.30	\$ 8.76	\$ 46.26	\$ 93.00	\$ 400.98	\$ 1,014.00
09/15/25	\$ 5.00	\$ 30.00	\$ 485.59	\$ 505.41	\$ 3.40	\$ 16.86	\$ 24.80	\$ 146.54	\$ 1,217.60
09/16/25	\$ -	\$ -	\$ 1,413.16	\$ 1,470.84	\$ 5.15	\$ 30.37	\$ 49.60	\$ 257.88	\$ 3,227.00
09/17/25	\$ -	\$ -	\$ -	\$ -	\$ 1.00	\$ 5.98	\$ 6.20	\$ 53.62	\$ 66.80
09/18/25	\$ 5.00	\$ 30.00	\$ 333.20	\$ 346.80	\$ 6.01	\$ 33.74	\$ 37.20	\$ 287.85	\$ 1,079.80
09/19/25	\$ 5.00	\$ 30.00	\$ 395.43	\$ 411.57	\$ 3.60	\$ 18.69	\$ 24.80	\$ 157.91	\$ 1,047.00
09/22/25	\$ -	\$ -	\$ 450.80	\$ 469.20	\$ 3.66	\$ 20.85	\$ 37.20	\$ 182.29	\$ 1,164.00
09/23/25	\$ -	\$ -	\$ 190.61	\$ 198.39	\$ 1.16	\$ 6.34	\$ 12.40	\$ 57.10	\$ 466.00
09/24/25	\$ -	\$ -	\$ 183.26	\$ 190.74	\$ 4.05	\$ 24.42	\$ 37.20	\$ 204.33	\$ 644.00
09/25/25	\$ -	\$ -	\$ -	\$ -	\$ 2.36	\$ 14.69	\$ 18.60	\$ 121.95	\$ 157.60
09/26/25	\$ 5.00	\$ 30.00	\$ 856.52	\$ 891.48	\$ 18.99	\$ 115.50	\$ 80.60	\$ 1,015.51	\$ 3,013.60
09/29/25	\$ -	\$ -	\$ -	\$ -	\$ 3.67	\$ 22.72	\$ 24.80	\$ 194.01	\$ 245.20
09/30/25	\$ -	\$ -	\$ 466.48	\$ 485.52	\$ 2.31	\$ 14.34	\$ 18.60	\$ 118.75	\$ 1,106.00
									\$ -
TOTAL	\$ 50.00	\$ 300.00	\$ 8,985.62	\$ 9,352.38	\$ 96.94	\$ 544.33	\$ 762.60	\$ 4,708.53	\$ 24,800.40

Ledger Report Fee Distribution	
ASHLEY JENNINGS, REGISTER OF DEEDS	
Camden, NC	
Date Range From Monday, September 1, 2025 to Tuesday, September 30, 2025	
Name	Amount
NC Children's Trust Fund	\$50.00
NC Domestic Violence Fund	\$300.00
State Revenue Stamp	\$8,985.62
County Revenue Stamp	\$9,352.38
Land Transfer Fee	\$0.00
Floodplain Map Fund	\$0.00
Supplemental Retirement	\$96.94
ROD Automation Fund	\$544.33
Dept Of Cultural Resources	\$0.00
Vital Records Fund	\$0.00
State General Fund	\$0.00
State Treasurer Amount	\$762.60
ROD General Fund	\$4,708.53
Total Distribution For Period	\$24,800.40
Cash Total	\$675.00
Check Total	\$3,049.60
Pay Account Total	\$536.80
ACH Total	\$20,539.00
Escrow Account Total	\$0.00
Overpayment Total	\$0.00
Total Deposit For Period	\$24,800.40

Report Generated at Tuesday, September 30, 2025 4:35 PM

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D. Trillium Health Resources ABC Funds Report FY 24-25

 Trillium HEALTH RESOURCES Transforming Lives. Building Community Well-Being. ABC Funds Report for FY 24-25 County: Camden Amount of ABC Funds Budgeted \$4,246.00 ABC Funds Restrictions per County Allocation: None Per GS 18B-805(h) since Trillium Health Resources received Alcoholism (ABC) Funds from your county, we are required to provide an annual report to the board of county commissioners describing how the funds were spent. Please find below a brief description of the expenditures that was paid from July 1, 2024 to June 30, 2025. Purchase of Naloxone Kits: Trillium purchased and distributed in Camden County 130 Naloxone kits at \$3,432.00 to the Camden County Manager. Purchase of Fentanyl and Xylazine Strips: purchased and distributed in Camden County 187 Fentanyl Strips and 100 Xylazine Strips at \$149.80 to the Camden County Manager. Access Point Kiosk – The Kiosk provides anonymous evidence-based self-conducted screenings for mental health and substance use to potentially link individuals to appropriate services. The annual cost is \$1,181.00 for these kiosks per year. Sold Out Youth Foundation– Online curriculum on fentanyl use prevention purchased for Camden County Schools to implement in high schools for \$1,500.00. Substance Use Prevention Training for School Support Staff-Eastern AHEC, Eastern Carolina University and Trillium developed a virtual training that provides CEUs for School Nurses and School Counselors. Additionally, this course will be offered to School Administrators and School Resource Officers. Training will explore effective strategies for working with adolescents, providing key tools Member & Recipient Services — 1-877-685-2415 Provider Support Services — 1-855-250-1339 Administrative & Business Matters — 1-866-998-2597 TrilliumHealthResources.org 201 West First St, Greenville, NC 27838-1132 Fax — 252-213-6881 ACCREDITED NCCA HEALTH CARE	Page 2 of 2 to prevent substance use, reduce harm, and improve access to support services. The cost for development of this training for Camden County is \$100.00. *Substance Use Treatment Services: \$36,202.79 was paid for 7 individuals from your county to providers for substance use treatment. These substance use treatment expenditures were spent for the treatment of alcoholism or substance use. These funds were paid to providers who contracted with Trillium to provide substance use treatment to members with an address in your county. Services provided include but are not limited to the below: • Assessment/evaluation • Outpatient treatment and counseling, including face-to-face and telepsychiatry and both individual and group • Mobile Crisis • Substance Use Intensive Outpatient Therapy • Facility Based Crisis • Opioid Treatment *Denotes State funds paid for services for members residing in Camden County with substance use diagnosis. Trillium Health Resources Administrative/Business Calls: 866.998.2597
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ITEM 12.

PUBLIC COMMENTS (GENERAL)

None.

ITEM 13.

ADJOURN

There being no further business Chair White adjourned the meeting at 8:19 PM.