Camden County Board of Commissioners
South Camden Water & Sewer District Board of Directors
February 9, 2026
Closed Session – 6:00 PM
Special Meeting – 7:00 PM
Camden Public Library Boardroom
118 Hwy 343 North

Minutes

The Camden County Board of Commissioners held a special meeting on Monday, February 9, 2026 at 7:00 PM for the purpose of discussing, considering, and taking action on matters as published on the previously scheduled February 2, 2026 regular meeting agenda which was cancelled due to inclement weather. The Board met in Closed Session at 6:00 PM to consult with the county attorney in regard to matters within attorney-client privilege and also convened as the South Camden Water & Sewer District Board of Directors during open session.

CALL TO ORDER
The meeting was called to order by Chair Jason Banks at 6:00 PM. Also Present: Vice Chair Troy Leary, Commissioners Randy Krainiak, Sissy Aydlett and Tiffney White.

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 in regard to matters within attorney-client privilege.

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

Motion to come out of Closed Session.

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

At 7:00 PM Chair Banks reconvened the Board of Commissioners for open session.

INVOCATION & PLEDGE OF ALLEGIANCE
Pastor Rodney Wooten gave the invocation and the Board led in the Pledge of Allegiance.

ITEM 1. CONSIDERATION OF AGENDA

Chair Banks requested that the agenda be amended as follows:

- **Remove the quasi-judicial hearing for 2024-06-126 Special Use Permit and public hearing for UDO 2025-12-234 Text Amendment and set the hearings for March 2, 2026 to allow for re-advertisement due to the cancelled February 2, 2026 meeting (inclement weather).**
- **Add to Consent Agenda the Settlement Agreement entered into by and between Allied Properties, LLC & Justin Matthew Old and the County of Camden, North Carolina.**

Motion to approve the agenda as amended.

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

ITEM 2. CONFLICT OF INTEREST DISCLOSURE STATEMENT

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

ITEM 3. PRESENTATIONS

A. Employee Recognition – Human Resource Specialist Amanda Mathews introduced new staff and recognized service pin recipients.

B. Camden County Extension 2025 Report to the People - Cooperative Extension Director Austin Brown, along with Extension and Library staff and 4-H participant Riley Davis presented the 2025 Report to the People.

ITEM 4. PUBLIC COMMENTS (AGENDA-RELATED)

None.

ITEM 5. PUBLIC HEARINGS

~~A. Quasi-Judicial Hearing UDO 2024-06-126 Special Use Permit application for Camden Fields Event Venue, LLC~~
[removed from the agenda – set for March 2, 2026]

~~B. UDO 2025-12-234 Text Amendment for Clarification to the Camden County Unified Development Ordinance~~
[removed from the agenda – set for March 2, 2026]

ITEM 6. OLD BUSINESS

A. Moratorium Update – Chas Sawyer
- Data gathered for stream model study and should be submitted to state in May
- Water plant clearwell project moving forward; discussions of tank design and layout and connection of pipes

B. DSS Position Social Worker II – Social Services Director Stephanie Wyche requested that the board take action on her request from the January 5th meeting to allow the vacant Social Worker II position to be filled. Commissioner Krainiak, who is the Commissioner representative on the Social Services Advisory Board, spoke highly of Ms. Wyche and the DSS staff and was in favor of granting the request. Commissioner Aydlett added that based on data provided from Ms. Wyche, the staffing shortage placed the agency at risk of 19.2% noncompliance rate. Ms. Wyche confirmed that outcome was only avoided through intervention by herself and the supervisor.

Motion to approve the DSS Social Worker II Position.

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

ITEM 7. NEW BUSINESS

A. Tax Report – Erin Burke

MONTHLY REPORT OF THE TAX ADMINISTRATOR TO THE CAMDEN COUNTY BOARD OF COMMISSIONERS

OUTSTANDING TAX DELINQUENCIES BY YEAR

YEAR	REAL PROPERTY	PERSONAL PROPERTY
2024	185,206.96	22,359.21
2023	100,757.27	22,066.65
2022	49,580.37	8,438.88
2021	40,080.52	6,577.71
2020	21,654.28	2,658.48
2019	18,270.28	1,758.14
2018	14,601.13	1,026.17
2017	10,824.69	1,278.56
2016	6,682.44	1,020.85
2015	5,776.76	635.05

TOTAL REAL PROPERTY TAX UNCOLLECTED	453,434.70
TOTAL PERSONAL PROPERTY UNCOLLECTED	67,819.70
TEN YEAR PERCENTAGE COLLECTION RATE	99.50%
COLLECTION FOR 2025 vs. 2024	7,334.16 vs. 16,395.46

LAST 3 YEARS PERCENTAGE COLLECTION RATE

2024	98.22%
2023	98.93%
2022	99.41%

EFFORTS AT COLLECTION IN THE LAST 30 DAYS
ENDING December **2025**
BY TAX ADMINISTRATOR

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

30 Largest Unpaid - Real

Roll	Parcel Number	Unpaid Amount	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	7,675.08	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	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	BELCROSS 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	01-7081-00-20-8262.0000	3,951.21	1	GEORGE TAYLOR AND ANNIE TAYLOR	SOUTH MILLS	178 CULPEPPER RD
R	03-8963-00-10-1500.0000	3,948.45	1	KENNETH & PEGGY S. PIERCE	SHILOH	111 HAWKINS LN
R	02-8934-01-07-7514.0000	3,892.43	4	ANGELA TYLER	CAMDEN	117 MORRISETTES 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	03-8965-00-13-1025.0000	3,715.86	1	SHARON EVANS MUNDEN	SHILOH	556 TROTMAN 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	LAMBS 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 TILLETT	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	10	2,424.16	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7999-00-12-8596.0000	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	FRED SMITH COMPANY	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	YrsDlq	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. TAZEWELL	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:	Tiffney White
AYES:	Jason Banks, Troy Leary, Randy Krainiak, Sissy Aydlett, Tiffney White

B. Tax Department Budget Amendment – Erin Burke

The requested amount, $8,399.61, was not budgeted in the current year due to not having the proper paperwork for the hardware maintenance on IBM Power System for tax and water. The cost was previously under warranty which has expired.

2025-26-BA043

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	AMOUNT DECREASE
Revenues			
10399400-439900	Fund Balance Appropriated	$8,399.61	
Expenses			
104500-545110	Software Support	$8,399.61	

This Budget Amendment is made to appropriate Fund Balance Appropriated for Hardware Maintenance that was not proposed in the budget for 2025-2026.

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 2nd day of February, 2026.

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

Motion to approve the budget amendment in the amount of $8,399.61 for Tax and Water hardware maintenance.

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

C. Albemarle District Jail New Security System – Erin Burke

The security system at Albemarle District Jail has reached end of life and must be replaced. The requested amount for Camden County's share is 16% of the cost of the new system, $56,838.40, to be paid out in two installments. Should the State budget be adopted, any monies available would be reimbursed to the County via the Albemarle District Jail.

2025-26-BA039

CAMDEN COUNTY BUDGET AMENDMENT

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

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT INCREASE	AMOUNT DECREASE
Revenues			
10399400-439900	Fund Balance Appropriated	$56,838.40	
Expenses			
106900-598000	Albemarle District Jail Operation	$56,838.40	

This Budget Amendment is made to appropriate Fund Balance Appropriated to the Albemarle District Jail Operations to cover Camden County's 16% of the cost of a New Security System.

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 2nd day of February, 2026.

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

Motion to approve the budget amendment request of 16% (56,838.40) of the cost of the new jail security system.

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

D. Proposed Updates to the Code of Ordinances Chapter 155 – Camden County Soil & Water Technician, Steven Sutton

103 Halstead Street
South Mills, NC 27976
252-336-1919 ext. 202

Camden Soil & Water Conservation

To: Camden County Board of Commissioners

I have updated this ordinance that pertains to Soil and Water Conservation due to the NC General Statutes that have changed over the years since this ordinance was passed. This Ordinance is a way for landowners to protect their farmland from development. A new advisory board will need to be selected due to the board being inactive for many years.

Sincerely,

Camden Soil & Water Technician

Abner Wayne Staples, Chairman
Don Keaton Vice-Chairman
George Tarkington, Treasurer

CHAPTER 155: VOLUNTARY AGRICULTURAL DISTRICTS

Section

155.01 Purpose
155.02 Definitions
155.03 Agricultural Advisory Board
155.04 Creation of voluntary agricultural districts
155.05 Certification and qualification of farmland
155.06 Application, approval, and appeal procedure
155.07 Revocation, enforcement and renewal of conservation agreements
155.08 Waiver of water and sewer assessments
155.09 Public hearings
155.10 Notifications
155.11 Subdivision ordinance and zoning ordinance review
155.12 County land use planning
155.13 Consultation authority
155.14 North Carolina agency notification

§ 155.01 PURPOSE.

The purpose of this chapter is to promote agricultural values and the general welfare of the county and more specifically, increase identity and pride in the agricultural community and its way of life; encourage the economic and financial health of agriculture, horticulture and forestry; and decrease the likelihood of legal disputes, such as nuisance actions between farm owners and their neighbors.

(Ord. 2013-04-01, passed 5-6-13)

§ 155.02 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

ADVISORY BOARD. Camden County Agricultural Advisory Board.

BOARD OF COMMISSIONERS. Camden County Board of Commissioners.

CHAIRPERSON. Chairperson of the Camden County Agricultural Advisory Board.

DISTRICT. Voluntary Agricultural District as established by this chapter.

(Ord. 2013-04-01, passed 5-6-13)

§ 155.03 AGRICULTURAL ADVISORY BOARD.

(A) The Board of Commissioners shall establish an Agricultural Advisory Board to implement the provisions of this program. The members shall be chosen to provide the broadest possible representation of the geographical regions of the local government and to represent, to the extent possible, all segments of agricultural production.

(B) The Advisory Board shall consist of no less than five members appointed by the Board of Commissioners.

(C) *Membership requirements:*

(1) Each Advisory Board member, except those serving in an ex officio capacity, shall be a Camden County resident or landowner.

(2) At least three of the members – representing a majority of board membership - shall be actively engaged in agriculture as defined in N.C.G.S. § 106-581.1. This determination shall be made without reference to ex officio members.

(3) The members actively engaged in farming, horticulture and/or forestry as well as other members, shall be selected for appointment by the Board of Commissioners from the names of individuals submitted to the Board of Commissioners by the Soil and Water Conservation District Board of Supervisors, the County Office of North Carolina Cooperative Extension, the U.S. Farm Service Agency County Committee, nonprofit agricultural organizations, conservation organizations, agribusiness, horticultural businesses, forestry businesses, and the public at large.

(4) Additional members may be appointed to the Board in an ex officio capacity from the Soil and Water Conservation District Board, North Carolina Cooperative Extension, the U.S. Farm Service Agency, or other agencies, as deemed necessary by the Board of Commissioners. Members serving in an ex officio capacity shall neither vote nor count toward quorum requirements.

(D) *Tenure.* The initial board is to consist of two appointees for terms of one year; and three appointees for terms of three years. Thereafter, all appointments are to be for terms of three years, with reappointment permitted.

(E) *Vacancies.* Any vacancy on the Advisory Board is to be filled by the Board of Commissioners for the remainder of the unexpired term.

(F) *Removal.* Any member of the Advisory Board may be removed by the Board of Commissioners upon a two-thirds vote of the Commissioners. No cause for removal shall be required.

(G) *Funding.* The per diem compensation, if any, of the members of the Advisory Board may be fixed by the Board of Commissioners and funds may be appropriated to the Advisory Board to perform its duties.

(H) *Advisory Board procedure.*

(1) *Chairperson.* The Advisory Board shall elect a chairperson and vice-chairperson each year at its first meeting of the fiscal year. The chairperson shall preside over all regular or special meetings of the Advisory Board. In the absence or disability of the chairperson, the vice-chairperson shall preside and shall exercise all the powers of the chairperson. Additional officers may be elected as needed.

(2) *Determination of procedure.* The Advisory Board may adopt rules of procedure not inconsistent with this chapter or with other provisions of state law.

(3) *Advisory Board year.* The Advisory Board shall use the Camden County fiscal year as its meeting year.

(4) *Meetings.* Meetings of the Advisory Board shall be held at the call of the chairperson and at such other times as the Advisory Board may specify in its rules of procedure or upon the request of at least a majority of the Advisory Board membership. A meeting shall be held at least annually and notice of any meetings with the members shall be in writing, unless otherwise agreed to by all Advisory Board members. Meeting dates and times shall be posted as far in advance as possible on the door of the meeting site and by advertisement in local newspapers or by other means of public dissemination of the meeting dates as may be agreed upon by at least a majority of the Advisory Board membership. All meetings shall be open to the public.

(5) *Majority vote and quorum requirements.* All issues shall be decided by a majority vote of the members of the Advisory Board present, except as otherwise stated herein. A quorum is defined as at least two-thirds of the members in attendance. No business may be conducted by the Advisory Board without a quorum present.

(6) *Records.* The Advisory Board shall keep minutes of the proceedings showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and shall keep records of its examinations and other official actions, all of which shall be filed in the office of the Advisory Board, or its designee, and shall be a public record. All records are public records open to the public.

(7) *Administrative.* The Advisory Board may contract with the Camden Soil and Water Conservation District office to serve the Board for record keeping, correspondence, application procedures under this, and whatever services the Board needs to complete its duties.

(I) *Duties.* The Advisory Board shall:

(1) Review and approve or disapprove applications of landowners for enrollment of qualified farmland, horticultural land, or forestland into a district. By approval of this Ordinance the County Board of Commissioners has delegated authority pursuant to N.C.G.S. § 106-739(1) to enroll qualifying farm into agricultural districts.

(2) Make recommendations concerning the establishment and modification of districts.

(3) Conduct public hearings.

(4) Advise the Board of Commissioners on projects, programs, or issues affecting the agricultural economy and agricultural, horticultural or forestry activities within the county that will affect districts.

(5) Review and make recommendations concerning proposed amendments to this chapter.

(6) Execute agreements with the landowners necessary for the enrollment of land in a voluntary agricultural district.

(7) Study additional methods of protection for farming horticulture, forestry, and the attendant land base, and make recommendations to the Board of Commissioners.

(8) Perform other agricultural, horticultural, and forestry-related tasks or duties assigned by the Board of Commissioners.

(Ord. 2013-04-01, passed 5-6-13)

§ 155.04 CREATION OF VOLUNTARY AGRICULTURAL DISTRICTS.

(A) *Districts.* Camden County is hereby divided into four districts as defined below:

(1) South Mills Watershed District.

(2) Shiloh Watershed District.

(3) North River Watershed District.

(4) Sawyer's Creek Watershed District.

(B) *Implementation.* In order to implement the purposes stated in G. S. § 155.01, this program provides for the creation of voluntary agricultural districts, which meet the following standards:

(1) The district shall contain a minimum of 20 contiguous acres of qualified forest land; ten contiguous acres of qualified farmland; or five contiguous acres of qualified horticultural land OR two or more qualified farms that, together contain a minimum of 10 acres and are located within a mile of each other.

(2) All land enrolled in a region defined in division (A) above shall be part of a single district. If a single farm has acreage in two or more regions, the farm shall participate in the district where the largest acreage is found. All land in a region as defined in division (A) above shall be treated as a single district.

(C) *Education.* The county may take such action as it deems appropriate through the Advisory Board or other entities or individuals to encourage the formation of the districts and to further their purposes and objectives, including the implementation of a public information program to reasonably inform landowners of the Voluntary Agricultural District program.

(D) *Addition.* Qualifying farmland in a region with an existing district shall be added to the district as herein provided.

(Ord. 2013-04-01, passed 5-6-13)

§ 155.05 CERTIFICATION AND QUALIFICATION OF FARMLAND.

Requirements. To secure county certification as qualifying farmland in a Voluntary Agricultural District a farm must:

(A) Is used for **bona fide farm** purposes, as that term is defined in G.S. § 160D-903.

(B) Be managed, if highly erodible land exists on the farm, in accordance with the Natural Resources Conservation Service defined erosion-control practices that are addressed to the highly erodible land.

(C) Be the subject of a conservation agreement, as defined in G.S. § 121-35, between the county and the owner of the land that prohibits non-farm use or development of the land for a period of at least ten years, except for the creation of not more than three lots that meet applicable county zoning and subdivision regulations. The form of the conservation agreement shall be approved by the Agricultural Advisory Board created under G.S. § 106-739.

(Ord. 2013-04-01, passed 5-6-13)

§ 155.06 APPLICATION, APPROVAL, AND APPEAL PROCEDURE.

(A) *Application procedure.*

(1) A landowner may apply to participate in the Voluntary Agricultural District program by making application to the chairperson of the Advisory Board or a designated staff person. The application shall be on forms provided by the Advisory Board.

(2) A conservation agreement required by G.S. § 106-737 and defined in G.S. § 121-35 to sustain, encourage, and promote agriculture must be executed by the landowner with the Advisory Board, which shall record a certified copy of such with the Camden County Register of Deeds. Permitted uses include agriculture, horticulture, forestry, and outdoor recreation.

(B) *Approval process.*

(1) Upon submission of the application to the Advisory Board, the Advisory Board shall meet within 30 days to approve or disapprove the application. The chairperson shall notify the applicant by first class mail of approval or disapproval of participation in a district.

(2) Upon receipt of an application, the chairperson will forward copies immediately to the following offices which shall be asked to provide comments, if any, to the Advisory Board prior to the date set for the Advisory Board vote on the application:

(a) The Camden County tax assessor.

(b) The Camden Soil and Water Conservation District office.

(C) *Appeal.* If an application is denied by the Advisory Board, the landowner may, within ten days of notification of disapproval of the application, request in writing that the Advisory Board reconsider its decision. The request for reconsideration shall state the reason(s) therefore. Upon either an initial denial, if no request for reconsideration was made, or denial after reconsideration, the landowner shall have 60 days from the date of notification to appeal the decision to the

Board of Commissioners. The appeal shall be presented in writing to the Clerk to the Board. The decision of the Board of Commissioners is final. (Ord. 2013-04-01, passed 5-6-13)

§ 155.07 REVOCATION, ENFORCEMENT AND RENEWAL OF CONSERVATION AGREEMENTS.

(A) *Revocation and enforcement.*

(1) By providing 30 days' written advance notice to the Advisory Board, a landowner of qualifying farmland within a district may revoke the conservation agreement or the Advisory Board may revoke the same conservation agreement based on noncompliance by the landowner, subject to the same provisions as contained in § 155.06(C) for appeal of denials. Such revocation shall result in loss of qualifying farm status and loss of eligibility to participate in a district. Absent noncompliance by the landowner, neither the Advisory Board nor the Board of Commissioners shall revoke any conservation agreement prior to its expiration.

(2) If the Advisory Board shall revoke this conservation agreement for cause, the landowner shall have the appeal rights set forth in G.S. § 155.06(C).

(3) Transfers of land in a district due to death of the landowner, sale or gift shall not revoke the conservation agreement unless the land no longer qualifies for the present-use-value taxation program or, in the event that there are water or sewer assessments held in abeyance, the new owner(s) fails to agree in writing to accept liability for those assessments in the event that the land is withdrawn either voluntarily or involuntarily from the district.

(4) Enforcement of the terms of a conservation agreement for land enrolled in a district shall be limited to revocation of the conservation agreement and the benefits derived therefrom.

(5) A notice of revocation shall be recorded in the county land record system sufficient to provide notice that the land has been withdrawn from the Voluntary Agricultural District program.

(B) *Renewal.* A conservation agreement for land within a Voluntary Agricultural District shall be automatically renewed unless the landowner provides 30 day written notice to the Advisory Board of intent not to renew. Absent noncompliance by the landowner, neither the Advisory Board nor the Board of Commissioners shall fail to renew any conservation agreement unless this chapter or its authorizing legislation has been repealed.

(Ord. 2013-04-01, passed 5-6-13)

§ 155.08 WAIVER OF WATER AND SEWER ASSESSMENTS.

(A) *Water connections.*

(1) A landowner within an established district shall not be required to connect to Camden County water and/or sewer systems until such time as the residential portion of the property is subdivided or with the intent to sell.

(2) At the time a subdivision of the residential property is proposed the subdivision shall comply with Chapter 50 of the Camden County Code of Ordinances.

(B) *Abeyance.* Any special assessments established for the water and/or sewer system shall be held in abeyance, without interest for farms in a district, until improvements on the property are connected to the water or sewer system for which the assessment was made.

(C) *Termination of abeyance.* When the period of abeyance ends, the assessment is payable in accordance with the terms set out in the assessment resolution.

(D) *Suspension of statute of limitations.* Statutes of limitations are suspended during the time that any assessment is held in abeyance without interest. The landowner may be required to sign an acknowledgment (that may be incorporated into the conservation agreement) of the abeyance of the statute of limitations upon collecting water and sewer assessments, or other utility assessments.

(E) *Other statutory abeyance procedures.* Nothing in this section is intended to diminish the authority of the county to hold assessments in abeyance under G.S. § 153A-201, or other applicable laws.

(F) *Conflict with water and/or sewer system construction and improvements grants.* To the extent that this section conflicts with the terms of federal, state, or other grants under which county utility systems are constructed this section shall not apply. This section shall not apply to utilities that are not owned by the county unless the county has entered into an agreement with the entity(ies) owning the utilities and that agreement provides that this chapter shall apply.

(Ord. 2013-04-01, passed 5-6-13)

§ 155.09 PUBLIC HEARINGS.

(A) *Purpose.* G.S. § 106-740 provides that no state or local public agency or governmental unit may formally initiate any action to condemn any interest in qualifying farmland, or rezone such land, within a district until such agency or unit has requested the Advisory Board to hold a public hearing on the proposed condemnation or rezoning that conforms to the following requirements. This provision ensures that the condemning agency or unit considers the impact of its actions upon agriculture, forestry, and/or horticultural prior to taking action that is not reversible. This provision is not intended to and does not prohibit the condemning agency or unit from taking action authorized by law.

(B) *Procedure.*

(1) Upon receiving a request, the Advisory Board shall publish notice describing the proposed action in the appropriate newspapers of Camden County within five business days of the request and will in the same notice notify the public of a public hearing on the proposed condemnation, to be held within ten days of receipt of the request.

(2) The Advisory Board shall meet to review:

(a) Whether the need for the project has been satisfactorily established by the agency or unit of government involved, including a review of any fiscal impact analysis conducted by the agency involved; and

(b) Whether there are alternatives to the proposed action that have less impact and are less disruptive to the agricultural activities of the district within which the proposed action is to take place.

(3) The Advisory Board shall consult with the County Agricultural Extension Agent, the Natural Resources Conservation Service District Conservationist, and any other individuals, agencies, or organizations deemed by the Advisory Board to be necessary for its review of the proposed action.

(4) Within five days after the hearing, the Advisory Board shall make a report containing its findings and recommendations regarding the proposed action. The report shall be made available to the public prior to its being conveyed to the decision-making body of the agency proposing the acquisition.

(5) There will be a period of ten days allowed for public comment on the report of the Advisory Board.

(6) After the ten-day period for public comment has expired, the Advisory Board shall submit a final report containing all of its findings and recommendations regarding the proposed action to the decision-making body of the agency proposing the acquisition.

(7) The total period, from the day that a request for a hearing has been received to the day that a final report is issued to the decision-making body of the agency proposing the acquisition, shall not exceed 45 days. If the agency agrees to an extension, the agency and the Advisory Board shall mutually agree upon a schedule to be set forth in writing and made available to the public.

(8) Pursuant to G.S. § 106-740, the Board of Commissioners shall not permit any formal initiation of condemnation or rezoning action until 120 days after the date the agricultural advisory board submits its findings and recommendations to the agency.

(Ord. 2013-04-01, passed 5-6-13)

§ 155.10 NOTIFICATION.

(A) *Signage.* There shall be signage posted at the farm gate of each qualifying farm. Placement of signage shall be coordinated with the North Carolina Department of Transportation.

(B) *Maps.* Maps identifying approved Districts shall be provided to the following agencies or offices:

1. Planning Department
2. Register of Deeds
3. Natural Resources Conservation Service
4. North Carolina Cooperative Extension
5. Soil and Water Conservation District
6. Any other such agency or office the Advisory Board deems appropriate.

(C) *Public Awareness.*

1. The Camden County Tax Department/GIS Mapping **shall** maintain maps of approved Districts within the Camden County Geographic Information Mapping System Database as well as an overlay for all tracts located **within one-half (1/2) mile of the property line** of any tract of land enrolled in a voluntary agricultural district.

(Ord. 2013-04-01, passed 5-6-13)

§ 155.11 SUBDIVISION ORDINANCE AND ZONING ORDINANCE REVIEW.

Developers of major subdivisions or planned unit developments shall designate on preliminary development plans the existence of the districts within one-half mile of the proposed development.

(Ord. 2013-04-01, passed 5-6-13)

§ 155.12 COUNTY LAND USE PLANNING.

(A) *Duty of the Advisory Board.* It shall be the duty of the Advisory Board to advise the Board of Commissioners or the agency or office to which the Board of Commissioners delegate authority to oversee county land use planning, on the status, progress, and activities of the county's Voluntary Agricultural District program and to also coordinate the formation and maintenance of districts with the county's land use planning activities and the county's land use plan if one currently exists at the time this is enacted or when one is formed.

(B) *Posting of notice.* The following notice, of the size and form suitable for posting, shall be posted in the office of the Register of Deeds, and any other office or agency the Advisory Board deems necessary:

Camden County has established Districts to protect and preserve agricultural lands and activities. These Districts have been developed and mapped by the county to inform all purchasers of real property that certain agricultural and forestry activities, including but not limited to pesticide spraying, manure spreading, machinery and truck operation, livestock operations, sawing, and other common farming activities may occur in these Districts any time during the day or night. Maps and information on the location and establishment of these Districts can be obtained from the North Carolina Cooperative Extension Service office, the office of the Register of Deeds, the County Planning office, or the Natural Resources Conservation Service office.

(C) *Growth corridors.* When the county might establish designated growth corridors. Districts shall not be permitted in the designated growth corridors, as delineated on the official county planning map without the approval of the Board of Commissioners. Districts located in growth corridors designated after the effective date of this program may remain but shall not be expanded within the growth corridor area without the approval of the Board of Commissioners.

(Ord. 2013-04-01, passed 5-6-13)

§ 155.13 CONSULTATION AUTHORITY.

The Advisory Board may consult with North Carolina Cooperative Extension, the Natural Resources Conservation Service, the North Carolina Department of Agriculture and Consumer Services, and with any other individual, agency, or organization the Advisory Board deems necessary to properly conduct its business.

(Ord. 2013-04-01, passed 5-6-13)

§ 155.14 NORTH CAROLINA AGENCY NOTIFICATION.

Annual report to the North Carolina Department of Agriculture and Consumer Services. A copy of this chapter shall be sent to the Office of the North Carolina Commissioner of Agriculture and Consumer Services, the Board of Commissioners, the County Office of North Carolina Cooperative Extension, and the Soil and Water Conservation District office after adoption. At least annually the county shall submit a written report to the Commissioner of Agriculture and Consumer Services on the county's Voluntary Agricultural District program, including the following information:

(A) Number of landowners enrolled

(B) Number of acres enrolled

(C) Number of acres certified during the reporting period

(D) Number of acres denied during the reporting period

(E) Number of acres for which applications are pending

(F) Municipalities with which memorandums of understanding have been signed

(G) Municipalities that have adopted this chapter for the purpose of the county enforcing this chapter within their corporate boundaries

(H) Copies of any amendments to this chapter or memorandums of understanding signed with municipalities; and

(I) Any other information the Advisory Board deems useful.

(Ord. 2013-04-01, passed 5-6-13)

Motion to adopt the proposed changes to the Camden County Code of Ordinances Chapter 155 as presented.

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

E. Library Policies – Rodney Wooten

The Library Board supported two policies at its recent meeting in preparation for the upcoming dissolution of the East Albemarle Regional Library System: 1) Collection Development Policy; 2) Library Card and Circulation Policy. The new policies will take effect July 1, 2026. Due to the length of these documents, the policies are herein incorporated by reference and available for public inspection on the County website and in the Camden County Library.

Motion to approve the Library Collection Development and Library Card & Circulation Policies as presented.

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

F. Request for Proposals UDO Update – Erin Burke

To begin the review, revision and update process of the UDO, staff has drafted a Request for Proposals (RFP) to solicit assistance from a firm to help draft language and ensure compliance with North Carolina General Statute 160D. In addition, an RFP will be drafted to include an update to the Comprehensive Land Use Plan. Staff recommends advertising the RFP for a 30-day period with plans to begin the contract at the beginning of FY 2026-2027.

REQUEST FOR PROPOSALS (RFP)
Updating and Codifying Camden County Land Use Regulations
Camden County, North Carolina

Camden County, North Carolina ("County"), is soliciting proposals to review, revise and update the Unified Development Ordinance (UDO) into a clear, legally compliant, and user-friendly format.

BACKGROUND AND PROJECT OVERVIEW
Camden County currently administers countywide land use regulation through the 2019 UDO. While incremental amendments have occurred over time, the County has not undertaken a comprehensive update or consolidation of its land use regulations in several years, other than updates necessary to comply with North Carolina General Statutes Chapter 160D.
The County seeks professional planning assistance to:

- Ensure full compliance with NCGS Chapter 160D.
- Modernize regulatory language and administrative procedures.
- Address emerging land use issues and best practices.

The County anticipates that this project may be completed over two fiscal years.

SCOPE OF SERVICES
The selected firm will work collaboratively with County staff, appointed boards, elected officials, and the public. The scope of services shall include, but not be limited to, the following tasks and deliverables:

A. Codification and Organization
1. Assist the County in the review, revision, and update of the UDO into a single, organized document.
2. Provide clear text, tables, and graphics, including:
   - Illustrations where appropriate.
   - Flow charts depicting administrative procedures.
   - Enforcement and compliance processes.

B. Statutory Compliance Review
1. Conduct a comprehensive review of all land use regulations for compliance with NCGS Chapter 160D, identifying deficiencies and recommending corrective amendments.

Camden County, NC
UDO Update RFP
Page 1 of 3

C. Boards and Administrative Procedures
1. Review policies and procedures for the Planning Board and Board of Adjustment, and recommend updates aligned with statutory requirements and planning best practices.

D. Meetings and Public Engagement
1. Attend up to four (4) Board of Commissioners meetings, including:
   - Project kickoff;
   - Two progress updates;
   - Final presentation and adoption briefing.
2. Attend Planning Board meetings as necessary to support review and recommendation of draft materials.
3. Facilitate community engagement activities, such as workshops or public meetings, as requested by the County.

E. Final Deliverables
1. Provide a digital, editable copy of the final codified land use document (Microsoft Word format), suitable for future amendments and publication.

PROPOSAL SUBMISSION REQUIREMENTS
Interested firms shall submit three (3) bound hard copies and one (1) digital **copy** (PDF) of their proposal. Proposals shall include the following:

A. Letter of interest and statement of the firm's ability to provide the requested services.
B. Description of the firm, including relevant experience and areas of expertise.
C. Qualifications and experience of key personnel assigned to the project.
D. Description of the firm's project management approach and experience.
E. Current workload and capacity to complete the project within the proposed schedule.
F. Detailed description of the proposed methodology and work plan.
G. Proposed public engagement and stakeholder involvement strategies.
H. Proposed project timeline, including major milestones.
I. Detailed project budget, including any optional or phased components.
J. Three (3) professional references from similar projects, including:
   - Contact name;
   - Title;
   - Phone number.

EVALUATION CRITERIA
Proposals will be evaluated by a County selection committee based on criteria that include, but are not limited to:

1. Overall quality, clarity, and completeness of the proposal.
2. Qualifications and experience of the firm.
3. Qualifications and experience of assigned personnel.
4. Demonstrated project management capability.
5. Soundness of the proposed methodology and approach.
6. Proposed timeline and ability to meet County needs.
7. Public engagement approach.
8. Proposed budget and overall value.
9. References and past performance on similar projects.

Camden County, NC
UDO Update RFP
Page 2 of 3

The County may, at its discretion, conduct interviews with selected firms prior to final selection.

PROCUREMENT TERMS AND CONDITIONS

1. **Right to Reject**
   The County reserves the right to reject any or all proposals, to waive informalities, and to accept the proposal deemed to be in the best interest of the County.
2. **No Obligation**
   Issuance of this RFP does not obligate the County to award a contract or to pay any costs incurred in the preparation of a proposal.
3. **Equal Opportunity**
   Camden County is an Equal Opportunity Employer and encourages proposals from minority-owned, women-owned, and historically underutilized businesses.
4. **Compliance with Laws**
   The selected firm shall comply with all applicable federal, state, and local laws, ordinances, and regulations.
5. **Non-Appropriation Clause**
   Any contract awarded shall be subject to annual budget appropriations by the Camden County Board of Commissioners.
6. **Conflicts of Interest**
   Firms shall disclose any potential conflicts of interest that could arise from performing services under this RFP.

SUBMISSION DEADLINE AND CONTACT INFORMATION
Proposal Deadline:
Proposals must be received by the Camden County Planning Director **no later than INSERT DATE 5:00 p.m.** Incomplete or late submissions will not be considered.

Questions and Communications:
All questions regarding this RFP shall be directed to:
Amber Curling
Planning Director
Camden County, North Carolina
acurling@camdencountync.gov
252-338-1919 ext. 232

Camden County, NC
UDO Update RFP
Page 3 of 3

Motion to approve the UDO Update Request for Proposals and advertise as presented, with the inclusion of an RFP to update the Comprehensive Land Use Plan.

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

ITEM 8. BOARD APPOINTMENTS

A. Juvenile Crime Prevention Council – Appointment of Lorri Barrett

Motion to appoint Lorri Barrett to the Juvenile Crime Prevention Council.

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

B. UDO Review, Revision & Update Committee – Chair Banks presented the proposed UDO Committee membership guidelines and appointments.

UDO Review, Revision, & Update Committee

A. Membership

1. Two (2) County Commissioners, who shall be appointed by the Chair of the Camden County Board of Commissioners.
2. Two (2) Members of the Planning Board shall be appointed by the Camden County Board of Commissioners. Only one Planning Board Member may vote, the second appointee will stand as an ex-officio member.
3. Two (2) citizens who live in Camden County. Appointees must live in Camden County while serving on the Committee.
4. Camden County Planning Director and one additional Planning staff member (ex-officio).

A total of five (5) voting seats will make up the UDO Review, Revision, & Update Committee. Ex-officio members shall serve in an advisory capacity and shall not have voting rights.

Motion to approve the proposed UDO Committee Membership guidelines.

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

Recommended Appointments:

- BOC Members: Jason Banks, Troy Leary (voting members)
- Planning Board Members: Lee Powell (voting member), Steve Bradshaw (ex-officio)
- Citizens: Eddie Hyman, Tommy Banks (voting members)
- Planning Staff: Amber Curling, Hunter Munro (ex-officio)

Motion to approve the UDO membership appointments as presented.

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

ITEM 9. CONSENT AGENDA

A. BOC Meeting Minutes of January 5, 2026 – Herein incorporated by reference; available for public inspection in the County Clerk's office and via the County website.

B. Budget Amendments

2025-26-BA034

CAMDEN COUNTY BUDGET AMENDMENT

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

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT INCREASE	AMOUNT DECREASE
Revenues			
10330400-435104	FINES & FORFEITURES	$105.00	
Expenses			
105100-557000	SHERIFF'S MISCELLANEOUS	$105.00	

This Budget Amendment is made to appropriate funds received from an Order of Disposition of Physical Evidence that was issued by the Clerk of Court to the Sheriff's Office. Vehicle was sold through Govdeals and Sheriff is eligible to get reimbursed for fees incurred.

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 2nd day of February, 2026.

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

2025-26-BA035

CAMDEN COUNTY BUDGET AMENDMENT

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

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT INCREASE	AMOUNT DECREASE
Revenues			
10330619-435105	EMS Fees	$2750.00	
Expenses			
106190-510000	EMS Training	$2750.00	

This Budget Amendment is made to appropriate funds received from College of the Albemarle per the Agreement with Camden County EMS.

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 2nd day of February, 2026.

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

2025-26-BA036

CAMDEN COUNTY BUDGET AMENDMENT

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

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT INCREASE	AMOUNT DECREASE
Revenues			
10330619-402002	EMS Insurance Proceeds	$1142.02	
Expenses			
106190-533000	EMS Supplies	$1142.02	

This Budget Amendment is made to appropriate funds received from NCACC for the purchase of Body Armor to Supplies to purchase additional supplies.

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 2nd day of February, 2026.

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

2025-26-BA037

CAMDEN COUNTY BUDGET AMENDMENT

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

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT INCREASE	AMOUNT DECREASE
Revenues			
Expenses			
104930-503000	Inspections PT Salaries	$17,000	
104900-503000	Planning PT Salaries		$ 7,000
104930-502000	Inspections FT Salaries		$10,000

This Budget Amendment is made to appropriate funds from Part-time Planning and Full-time Inspections salaries to cover salary for bringing in a contract Inspector to inspect the New High School project.

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 2nd day of February, 2026.

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

2025-26-BA038

CAMDEN COUNTY BUDGET AMENDMENT

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

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT INCREASE	AMOUNT DECREASE
Revenues			
10399400-439900	Fund Balance Appropriated	$61,600	
Expenses			
105115-595100	Animal Control Shelter Expense	$61,600	

This Budget Amendment is made to appropriate funds from Fund Balance Appropriated to Animal Control expenses to cover the contract for services through Pasquotank County.

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 2nd day of February, 2026.

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

2025-26-BA040

CAMDEN COUNTY BUDGET AMENDMENT

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

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT INCREASE	AMOUNT DECREASE
Revenues			
Expenses			
106190-554000	Insurance & Bonds	$35,580	
106190-553000	Dues & Subscriptions		$17,925
106190-531000	Gas & Oil		$17,925

This Budget Amendment is made to appropriate funds from Dues & Subscriptions and Gas & Oil to Insurance & Bonds. Costs of Insurance were higher than expected.

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 2nd day of February, 2026.

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

2025-26-BA041

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	AMOUNT DECREASE
Revenues			
10399400-439900	Fund Balance Appropriated	$4,518.39	
Expenses			
105100-566000	Capital Outlay – Inventory	$4,518.39	

This Budget Amendment is made to appropriate Fund Balance Appropriated that was received during last year from Department of Public Safety that had not been spent fully.

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 2nd day of February, 2026.

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

2025-26-BA042

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	AMOUNT DECREASE
Revenues			
Expenses			
307100-574000	RO Plant Capital Outlay		$24,840.00
307200-574000	Distribution Capital Outlay	$28,840.00	

This Budget Amendment is made to appropriate funds from Capital Outlay from the RO Plant to the Distribution & Collections to integrate the South Mills Water Tank & Booster Pump Station with our Telemetry.

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 2nd day of February, 2026.

Clerk to Board of Commissioners **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 8th day of January 2026 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	Amount Decrease
5100	Regular Instructional Services	1,348.53	
5800	School-Based Support Services	24.97	
6600	Financial & Human Resources	21,281.87	

Explanation:

Total Appropriation in Current Budget	$ 20,225,348.53
Amount of **Increase**/Decrease of Above Amendment	+ 22,655.37
Total Appropriation in Current Amended Budget	$ 20,248,003.90

Passed by majority vote of the Board of Education of Camden County on the 8th day of January, 2026.

Chairman, Board of Education

Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 4th day of February 2026.

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

Budget Amendment

Camden County Schools Administrative Unit

State Public School Fund

The Camden County Board of Education at a meeting on the 8th day of January 2026 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	Amount Decrease
5100	Regular Instructional Services	18,153.00	
5200	Special Population Services	144,000.00	
6100	Support & Development Services	725.00	

Explanation:

Total Appropriation in Current Budget	$ 20,062,470.53
Amount of **Increase**/Decrease of Above Amendment	+ 162,878.00
Total Appropriation in Current Amended Budget	$ 20,225,348.53

Passed by majority vote of the Board of Education of Camden County on the 8th day of January, 2026.

Chairman, Board of Education

Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 9th day of February 2026.

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

D. Pickups, Releases & Refunds

NAME	REASON	NO.
Ronda Elizabeth Phillips	Turned in plates - refund	Pick-up 23829
	$112.08	72844825
Andrew Paul Wood	Turned in plates - refund	Pick-up 23826
	$546.43	87601732
Robert Keith Marchbanks	Turned in plates - refund	Pick-up 23822
	$118.04	88450394
Boyce Edward Porter	Turned in plates - refund	Pick-up 23821
	$152.82	73622686
Lee Edward McElhiney	Turned in plates - refund	Pick-up 238218
	$161.79	65745344
Kathy Ann Partain	Turned in plates - refund	Pick-up 23810
	$135.25	75515458
Kathryn Williams Leary	Deferred taxes - Pickup	Pick-up 23855
	$1,823.49	R-164281-2023
		R-171883-2024
		R-179531-2025
Robert Lee Tillery	Turned in plates - refund	Pick up 23830
	$130.79	79074641
Robert M. & Gale R. Perry	Release of solid waste fee	Pick up 23832
	$100.00	R-182228-2025

See Please attached 36 parcels		
Camden County Multiple accounts	Solid waste removed-townships SM, CH, & SH	Pickup 25169
P.O. Box 190	$3,600.00	
Camden, NC 2721		

E. Tax Collection Report

Tax Collection Report
DECEMBER 2025

Day	Amount	Name of Account	Deposits	Simplify - 23	PSN - 69
	$	$	$	$	$
1	96,234.69	Slip # 1 & 2	96,234.69		
2	38,685.53		38,685.53		
	45,175.66		45,175.66		
3	51,786.07		51,786.07		
4	48,943.40	Refund - $3682.32 Slip # 6 & 7	48,943.40		
5	53,979.76	Refund - $619.02	53,979.76		
	5,623.04			5,623.04	
	7,353.48				7,353.48
8	94,005.52	Slip # 9 & 10	94,005.52		
9	186,476.21		186,476.21		
	9,922.58	PSN - Refund - $73.81			9,922.58
10	35,134.77		35,134.77		
11	39,049.67		39,049.67		
12	180,301.98	Refund - $101.36	180,301.98		
	15,104.13			15,104.13	
15	110,612.52	Slip # 17 & 18	110,612.52		
16	77,856.49	Slip # 19 & 20	77,856.49		
17	49,108.83		49,108.83		
	499,999.80		499,999.80		
	21,615.30			21,615.30	
18	42,377.43		42,377.43		
	54,963.89	PSN - # Refund - $2.38			54,963.89
	1,395,738.90	Refund - $7,634.35	1,395,738.90		
19	39,906.06		39,906.06		
	16,007.02			16,007.02	
22	309,529.94	Slip # 26 & 27	309,529.94		
	126,351.26	Over - $20.00 Slip # 28 & 29	126,351.26		
	10,984.18			10,984.18	
	8,057.47	Refund - 0.63			8,057.47
23	25,633.64	Refund - $15.00	25,633.64		
	14,344.00			14,344.00	
	70,933.64	Refund - $0.01	70,933.64		
29	74,717.36	Refund - $0.02 Slip # 32,33 & 34	74,717.36		
	236,781.17	Refund - $50.83 Slip # 35,36,37 & 38	236,781.17		
	609,366.95	Refund - $6,189.50	609,366.95		
30	204,925.11	Slip # 40,41, & 43	204,925.11		
	1,517,290.30	Refund - $5,421.97	1,517,290.30		
31	183,812.84	Refund - $2.21 Slip # 44,5 & 46	183,812.84		
	10,392.39		10,392.39		
	591,640.90	Refund - $6,240.46	591,640.90		
	2,163.29		2,163.29		
	32,519.90			32,519.90	
	69,236.28	PSN -Refund - $1.74	-		69,236.28
		Refund paid by Innes-$2,793.83-12/9/25	-		
		Refund paid by Innes-$76.28-12/9/25	-		
		Refund -wong person-$200.00-12/22/25	-		
		Refund-duplicate pay- $1,512.87-12/24/25			
Totals Collections	$ 7,314,643.35		$ 7,048,912.08	$ 116,197.57	$ 149,533.70
Total Bank Deposits	$ 7,314,643.35		$ 7,314,643.35		
Land Transfer/PSN					
Refund	$ (30,035.61)				
Over	$ (20.00)				
Short					
NET TOTAL	$ 7,284,587.74				

Submitted By: Eric S. Anderson Date 1-16-26

Approved By: Date 2/9/2026

F. Tax Refunds Over $100

ACS Tax System
10/27/25 14:35:16

REFUNDS Over $100.00

Refunds to be Issued by Finance Office

CAMDEN COUNTY

Page 1

Refund$	Remit To:	Reference:	Drawer/Transaction Info:
1,502.29	MARCELLO,ANTHONY 109 SUNSET AVENUE CAMDEN NC 27921	2025 R 02-8934-01-26-5455.0000 R181960/25 PD BY INNES & INNES	20251003 1 288214
313.00	THOMPSON & PUREZA, ATTN WENDY 101 W MAIN ST ELIZABETH CITY NC 27909	2025 R 01-7090-00-07-4462.0000 OVERPAID R176550/25 BY $313.00	20251006 23 288230
1,815.29	Total Refunds		

***

Submitted by Lisa S. Anderson Date 10-27-25
Lisa S. Anderson, Tax Administrator Camden County

Approved by Date 2-9-26
Jason Banks , Chair Camden County Board of Commissioners

REFUNDS OVER $100.00

ACS Tax System
1/22/26 14:51:25

Refunds to be Issued by Finance Office

CAMDEN COUNTY

Page 1

Refund$	Remit To:	Reference:	Drawer/Transaction Info:
113.93	BRIARWOOD FOREST PRODUCTS INC PO BOX 211 SOUTH MILLS NC 279760211	2025 R 01-7081-00-60-9534.0000 PAID R176103 TWICE	20260105 2 291023
615.48	CORELOGIC CENTRALIZED REFUNDS PO BOX 9202 COPPELL TX 750199760	2025 R 01-7989-04-81-6832.0000 OVERPAYMENT - R-175842-2025	20251218 2 290065
5,298.82	CORELOGIC CENTRALIZED REFUNDS PO BOX 9202 COPPELL TX 750199760	2025-OVERPAID-R-182058/183110 OVERPAYMENT-R182058 & R183110-	20251218 2 290072
1,720.05	CORELOGIC CENTRALIZED REFUNDS P.O. BOX 9202 COPPELL TX 75019	2025 R 01-7071-00-97-7045.0000 R181121/25 PAID BY GUNTHER	20251218 2 290150
6,189.50	CORELOGIC CENTRALIZED REFUNDS P.O. BOX 9202 COPPELL TX 750199760	2025 R 01-7071-00-85-7347.0000 R178746/2025 & R179504/2025	20251229 2 290570
2,683.52	CORELOGIC CENTRALIZED REFUNDS P.O. BOX 9202 COPPELL TX 750199760	2025 R 02 8936 00 59 8342 0000 R179874/2025	20251230 2 290572
2,738.45	CORELOGIC CENTRALIZED REFUNDS PO BOX 9202 COPPELL TX 750196760	2025 R 02 8935 01 46 4456.0000 OVERPAYMENT - R-78401-2025	20251230 2 290655
2,919.27	CORELOGIC CENTRALIZED REFUNDS PO BOX 9202 COPPELL TX 750199760	2025 R 02 8916 00 95 1533 0000 OVERPAYMENT - R-179842-2025	20251231 2 290691
3,321.19	CORELOGIC CENTRALIZED REFUNDS PO BOX 9202 COPPELL TX 750199760	2025 R 01 7998 00 48 5432.0000 OVERPAYMENT - R-177370-2025	20251231 2 290704
101.36	MILLER,BERNICE 1369 NORTH 343 SOUTH MILLS NC 27976	2025 R 01-7989-04-81-1240.0000 OVERPAID R 0177190/2025	20251212 1 289869
100.00	PERRY,ROBERT M. & GALE R. 1433 SOUTH 343 SHILOH NC 27974	2025 R 03-8971-00-79-2001.1000 SOLID WASTE FEE PAID ON LAND	20260122 99 291327
490.26	RENEWABLE GREEN INC 149 LILLY ROAD SOUTH MILLS NC 27976	2025 P 0003604 ALREADY PD. R177525 & R180033	20260105 2 290981
26,291.83	Total Refunds		

***

Submitted by Lisa S. Anderson Date 1-22-26
Lisa S. Anderson, Tax Administrator Camden County

Approved by Date 2-9-26
Jason Banks, Chair Camden County Board of Commissioners

G. Vehicle Tax Refunds Over $100

North Carolina Vehicle Tax System

Pending Refund Report

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
KIGHT, TANJA RENATE	KIGHT, TANJA RENATE	KIGHT, PRESTON LEE	763B S SANDY HOOK RD	SHAWBORO, NC 27973	Proration	0060558733	BAS2150	AUTHORIZED	235751598	Refund Generated due to proration on Bill #0060558733-2024-2024-0000-00	Tag Surrender	10/13/2025	10/20/2025	1843	TAX	($134.44)	$0.00	($134.44)
														3	TAX	($1.84)	$0.00	($1.84)
																	Refund	$136.28
MORSE, NATHANIEL SCOTT	MORSE, NATHANIEL SCOTT		205 HOLLAND DR	CAMDEN, NC 27921	Proration	0084693803	LKD8587	AUTHORIZED	235277894	Refund Generated due to proration on Bill #0084693803-2024-2024-0000-00	Tag Surrender	10/3/2025	10/13/2025	1843	TAX	($348.45)	$0.00	($348.45)
														2	TAX	($4.77)	$0.00	($4.77)
																	Refund	$353.22
PASQUOTANK COUNTY TAX DEPT			P.O. BOX 586	ELIZABETH CITY, NC 27907	Adjustment >= $100	0087622755	HZ1252	AUTHORIZED	235760848	2025-2025 - Refund Generated due to adjustment on Abstract #	Change of County	10/14/2025	10/20/2025	1843	TAX	($285.14)	($24.95)	($310.09)
														2	TAX	($3.91)	($0.34)	($4.25)
																	Refund	$314.34
PRENTICE, ALTON WYMAN	PRENTICE, ALTON WYMAN	PRENTICE, SHERMIN BRIDGET	112 ROBIN DR	SOUTH MILLS, NC 27976	Proration	0085266242	LCF9488	AUTHORIZED	236274426	Refund Generated due to proration on Bill #0085266242-2024-2024-0000-00	Tag Surrender	10/24/2025	11/6/2025	1843	TAX	($167.49)	$0.00	($167.49)
														1	TAX	($2.29)	$0.00	($2.29)
																	Refund	$169.78
RUSSELL, REGINA JORDAN	RUSSELL, REGINA JORDAN	RUSSELL, BYRON KEVIN	537 NC HIGHWAY 343 N	CAMDEN, NC 27921	Proration	0083304756	08X4919H	AUTHORIZED	236087020	Refund Generated due to proration on Bill #0083304756-2024-2024-0000-00	Tag Surrender	10/21/2025	10/24/2025	1843	TAX	($117.55)	$0.00	($117.55)
														2	TAX	($1.61)	$0.00	($1.61)
																	Refund	$119.16
SHELTON, RHONDA BARNES	SHELTON, RHONDA BARNES		182 HORSESHOE RD	SOUTH MILLS, NC 27976	Proration	0058269042	HFX3931	AUTHORIZED	235277914	Refund Generated due to proration on Bill #0058269042-2024-2024-0000-00	Tag Surrender	10/3/2025	10/13/2025	1843	TAX	($101.76)	$0.00	($101.76)
														1	TAX	($1.39)	$0.00	($1.39)
																	Refund	$103.15

Submitted by Lisa S. Anderson Date 10-27-25
Lisa S. Anderson, Tax Administrator Camden County

Approved by Date 2-9-26
Jason Banks, Chair Camden County Board of Commissioners

North Carolina Vehicle Tax System

Pending Refund Report

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
LATHAM, CHRISTOPHER JOHN	LATHAM, CHRISTOPHER JOHN	WILLIAMS, NICOLAS ROBERT	230 BARTLETT RD	CAMDEN, NC 27921	Adjustment >= $100	0086535125	PKT1586	PENDING	239582728	Refund Generated due to adjustment on Bill #0086535125-2025-2025-0000-00	Military	12/31/2025	1843 3	TAX TAX	($164.47) ($2.25)	($8.23) ($0.11)	($172.70) ($2.36)
																Refund	$175.06

Submitted by Lisa S. Anderson Date 1-22-26

Lisa S. Anderson, Tax Administrator Camden County

Approved by Date ate 2-9-26

Jason Banks, Chair Camden County Board of Commissioners

North Carolina Vehicle Tax System

Pending Refund Report

REFUNDS OVER $100.00 JANUARY, 2026

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Juri
MARCHBANKS, ROBERT KEITH	MARCHBANKS, ROBERT KEITH		144 LAUREN LN	CAMDEN, NC 27921	Proration	0088450394	CAK7015	AUTHORIZED	240695622	Refund Generated due to proration on Bill #0088450394-2025-2025-0000-00	Tag Surrender	1/21/2026	1/22/2026	1843 3
MCELHINEY, LEE EDWARD	MCELHINEY, LEE EDWARD	MCELHINEY, JAMI MARIE	180 HORSESHOE RD	SOUTH MILLS, NC 27976	Proration	0065745344	JES7384	AUTHORIZED	240695530	Refund Generated due to proration on Bill #0065745344-2024-2024-0000-00	Tag Surrender	1/21/2026	1/22/2026	1843 1
PARTAIN, KATHY ANN	PARTAIN, KATHY ANN	PARTAIN, WILLIAM THOMAS JR	134 ISLAND RD	SOUTH MILLS, NC 27976	Proration	0075515458	VCC3167	AUTHORIZED	240695458	Refund Generated due to proration on Bill #0075515458-2025-2025-0000-00	Tag Surrender	1/21/2026	1/22/2026	1843 1
PHILLIPS, RONDA ELIZABETH	PHILLIPS, RONDA ELIZABETH		264 COUNTRY CLUB RD	CAMDEN, NC 27921	Proration	0072844825	KCE9908	PENDING	240772196	Refund Generated due to proration on Bill #0072844825-2024-2024-0000-00	Tag Surrender	1/22/2026		1843 2
PORTER, BOYCE EDWARD	PORTER, BOYCE EDWARD		814 NC HIGHWAY 343 N	CAMDEN, NC 27921	Proration	0073622686	KAV4628	AUTHORIZED	240695610	Refund Generated due to proration on Bill #0073622686-2025-2025-0000-00	Tag Surrender	1/21/2026	1/22/2026	1843 1
TILLERY, ROBERT LEE	TILLERY, ROBERT LEE		107 MARLAS WAY	CAMDEN, NC 27921	Proration	0079074641	73N9DV	PENDING	240772206	Refund Generated due to proration on Bill #0079074641-2025-2025-0000-00	Tag Surrender	1/22/2026		1843 3
WOOD, ANDREW PAUL	WOOD, ANDREW PAUL	WOOD, STEPHANIE A	138 LAUREN LN	CAMDEN, NC 27921	Adjustment >= $100	0087601732	LLA9458	PENDING	240772208	Refund Generated due to adjustment on Bill #0087601732-2025-2025-0000-00	Military	1/22/2026		1843 3

Submitted by Lisa S. Anderson Date 1-23-26

Lisa S. Anderson, Tax Administrator Camden County

Approved by Date 2-9-26

Jason Banks, Chair Camden County Board of Commissioners

Page 1 of 2

H. Settlement Agreement

SETTLEMENT AGREEMENT

This SETTLEMENT AGREEMENT ("Agreement")is entered into by and between **Allied Properties, LLC and Justin Matthew Old** (collectively "Allied") and the **County of Camden, North Carolina** ("County") (collectively, the "Parties").

RECITALS

WHEREAS, Allied submitted a preliminary plat application (the "Preliminary Plat") on July 28, 2023 for a 149-lot residential subdivision, Wharf's Landing Phase II (the "Project"), located on Camden County Parcel Identification Numbers 0170800047250550000 & 0170800068206100000 (the "Property"). The Preliminary Plat proposed to use septic systems for all lots and included septic permits approved by Albermarle Regional Health System ("ARHS") in 2022 ("2022 Septic Permits"). After extensive collaboration and review by the County, the Preliminary Plat was approved on November 4, 2024 with connections to County sewer;

WHEREAS, in June 2025, Allied submitted construction drawings ("Construction Drawings") that reflected sewer connections for all lots. The Parties evaluated the feasibility of sewer connections for the Project and based on correspondence with the County, Allied obtained an updated septic permitting letter that addressed all lots ("2025 ARHS Permit Letter"), and closed on the Property on August 28, 2025;

WHEREAS, on October 2, 2025, Allied submitted amended Construction Drawings that reflected individual septic systems for all lots

WHEREAS, on November 21, 2025, the County Planning Director issued an interpretation pursuant to Camden County Unified Development Ordinance ("UDO") § 2.3.15 that concluded (1) half acre lots are not permitted with individual septic systems pursuant to UDO § 6.5.2.D because individual septic systems per require a minimum of 1-acre lots in the Suburban Zoning District, and (2) approving the Construction Drawings with septic systems is a major

Page 1 of 9

PPAB 13120814v1

amendment of the approved Preliminary Plat under UDO § 2.2.16.B, which shall be reviewed and considered in accordance with the procedures and standards established for the original Preliminary Plat approval (the "Determination");

WHEREAS, Allied submitted an Appeal Application on December 5, 2025, requesting an appeal of the Determination in accordance with N.C. Gen. Stat § 160D-405(d) and UDO § 2.3.15, which allows appeals of administrative interpretations to the Board of Adjustment ("Board of Adjustment Appeal");

WHEREAS, Allied contends the applicable UDO provisions are ambiguous. The Parties agree that it is in their mutual interests to avoid the expense and inconvenience of litigation and to compromise, settle, and resolve all claims and disputes regarding the Determination; and

WHEREAS, the Parties desire to settle this matter on the terms and conditions set forth below.

NOW, THEREFORE, for the consideration set forth herein and for other good and valuable consideration, the adequacy and sufficiency of which is hereby acknowledged and received by the Parties, Allied and the County agree as follows:

1. **Recitals**. The above recitals are true and correct and are incorporated herein by reference and made a part of this Agreement and the terms and conditions hereof.

2. **Future Approvals.** The Parties will work together in good faith on all future plan and permit submissions and approvals for the Project, including, without limitation, construction drawings, building permits, and certificates of occupancy, and the County will not unreasonably withhold, condition, or delay approval of those submissions. The Parties acknowledge the construction drawings subject to this Agreement and for County's review will include traditional septic on ½ acre lots and will deviate from approved plans to accommodate that infrastructure, but will otherwise comply with the approved preliminary plat.

Page 2 of 9

3. **Construction Drawing Approval.** The Parties agree to the following review and resubmittal schedule for the Construction Drawings and will use their best efforts to comply therewith:

a. December 31, 2025: Allied to resubmit Construction Drawings showing septic systems, updated stormwater map to reflect septic drainage, and ARHS permits, which are comprised of the 2025 ARHS Permit Letter and the 2022 Septic Permits.

b. January 15, 2026: County staff to issue full review comment letter. County staff review does not include review by County engineer.

c. January 31, 2026: Allied to respond to outstanding comments and resubmit Construction Drawings, if applicable.

d. February 15, 2026 or two (2) weeks following the receipt of final required submissions from Allied and the County engineer, whichever shall last occur: County staff to issue Construction Drawing approval letter.

e. If additional review cycles are necessary, the parties agree to one additional review cycle each, which shall follow the two week schedule.

f. The Parties acknowledge the County engineer is an independent contractor and the review cycles set forth above may need to be adjusted and agree to do so as necessary, due to the engineer's availability to review Allied's submissions.

4. **Board of Adjustment Appeal**. Upon issuance of the approval letter for the Construction Drawings, whichever is later, Board of Adjustment case _____ is deemed withdrawn with prejudice, and the Parties acknowledge and agree that all matters regarding that appeal and Determination shall be deemed resolved by this Agreement and approved

Construction Drawings. If the County fails to approve the Construction Drawings, this agreement is void.

5. **No Admission of Fault or Liability**.

This Agreement reflects a settlement of a disputed claim. As such, the execution of this Agreement is not to be construed as an admission of any fault or liability or violation of any federal, state, or local statute or regulation, any common law, or of any duty owed by any party hereto to any other, each party having denied any such liability. As stated above, the consideration and mutual promises offered herein are offered solely to avoid further dispute.

Nothing in this Agreement shall serve as an assumption of liability by the County for the design, functioning or maintenance of the proposed septic systems. Specifically, the County does not assume and specifically disclaims any liability, related to the design, functioning, or maintenance of the septic systems proposed by Allied. All septic permitting is subject to the authority of ARHS and any and all septic system issues, failures, or other liabilities associated therewith are the sole responsibility of the landowner.

No section of this Agreement is intended to create a waiver of County's rights and privileges as a sovereign entity.

6. **Authority**. The undersigned aver that they are fully authorized and empowered to enter into this Agreement. The Parties understand and acknowledge that they have a right to rely on and have justifiably relied on one another's representations of authority.

7. **Complete Defense**. This Agreement shall be treated as a complete defense to any legal, equitable, judicial, or administrative action that may be brought, instituted, or taken by any of the Parties against any other party to this Agreement arising from any matter or claim as set forth herein.

8. **Governing Law**. Any and all aspects of this Agreement, including, but not limited to, its construction, interpretation, and enforcement, shall be governed by the laws of the State of North Carolina.

9. **Entire Agreement**. The Parties hereby confirm that this Agreement shall not be subject to any claims of mistake of fact, that it expresses the full agreement and the complete settlement of the Parties with respect to claims regarding the Determination, that it is intended to avoid litigation, and that it is to be final and complete. The Parties agree that there is absolutely no agreement or reservation not clearly expressed herein.

10. **Review of Agreement**. The Parties acknowledge and represent that they have carefully reviewed this Agreement and consulted with their attorneys, that they have entered into this Agreement freely and voluntarily, and without reliance on any promises not expressly contained herein, that they have been afforded an adequate time to review carefully the terms hereof, and that this Agreement shall not be deemed void or voidable by claims of duress, fraudulent inducement, deception, mistake of fact, or otherwise. In addition, the principle of construction whereby all ambiguities are to be construed against the drafter shall not be employed in the interpretation of this Agreement. Instead, this Agreement shall not be construed for or against any party.

11. **Counterparts**. This Agreement may be executed in any number of counterparts, each of which when so executed and delivered shall be an original, but all of which shall constitute one and the same instrument. This Agreement may also be executed by facsimile or PDF signatures, which facsimile or PDF signatures will be deemed for all purposes as originals. The Parties acknowledge and agree that counsel of record for the Parties may sign this agreement on behalf of their respective clients.

12. **Amendment**. This Agreement may not be amended or modified except in a writing signed by the Parties.

13. **Cooperation and Additional Documents**. In exchange for the good and valuable consideration set forth herein, the Parties agree to enter into any other instruments necessary to effectuate the terms and intent of this Agreement. The Parties will do all things reasonably necessary to effect the terms and intent of and to secure the performance of all obligations under this Agreement, including the amendment, execution, and delivery of additional documents.

14. **Assignment; Successors and Assigns.** This Agreement shall be binding on the Parties and on their respective successors and assigns.

[SIGNATURES ON NEXT PAGES]

IT IS SO AGREED.

This Agreement is entered into by the following parties:

Allied Properties, LLC

By: _____ (sign name)

By: Justin Matthew Old

Its Managing Member

Date: 2-11-26

SIGNATURES CONTINUE ON NEXT PAGE

Page **7** of **9**

Justin Matthew Old

Date: 2-11-26

SIGNATURES CONTINUE ON NEXT PAGE

Page **8** of **9**

County of Camden, North Carolina

By: Dr. Jason Banks, Chair

Date: 02/09/2026

Page **9** of **9**

Motion to approve the Consent Agenda as amended.

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

ITEM 10. COUNTY MANAGER'S REPORT

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

- American Revolution Experience Exhibit Preparations, Reception and Field Trip Volunteering
- Webinar to support Cyber Security Grant
- Biweekly High School Construction Meetings continue
- Animal Control transition from Sheriff's Office to County Manager
- Pasquotank River Modeling meeting
- SHIIP Program Meeting
- School Funding 101 NCACC webinars
- Camden Lakes capacity review
- Minister's Advisory Council meeting
- Tourism Development Authority Meeting
- Road Widening Coordination meeting for High School project with NCDOT
- Camden Economic Development Commission meeting
- Jail Board meeting
- Treasure Point progress meeting
- EMS Banquet
- Quasi-Judicial Hearing process review and meetings

- MLK Unity Walk
- Mid-Year Budget Reviews
- Met with Chris Woelkers with Congressman Don Davis' Office
- Capital Projects Quarterly Review meeting
- Currituck Chamber of Commerce Legislative Round Table
- Annual Board Retreat – Friday, 9 AM @ Taylor's Oak Restaurant
- New High School Video Update

ITEM 11. COMMISSIONERS' REPORTS

Commissioner Aydlett

- EMS 1-year anniversary on February 15th
- Attended NCACC District Director's Meeting in Winston-Salem
- Attended High School Steering Committee Meeting
- Attended MLK Day Program
- Read to students at Grandy Primary -100th Day of School

Chair Banks

- Attended Legislative Roundtable
- Attended American Revolution Experience
- UDO Revision Committee – Meeting schedule to soon be established; encouraged everyone to be involved and engaged in the process.

ITEM 12. INFORMATION FROM OTHER DEPARTMENTS & AGENCIES

A. Financial Report

Fund	Year to Date	December		2025
10	**General Fund**	Budgeted	Revised	Collections/Spent
	Revenues	$ 25,139,000	$ 26,373,478	$ 13,891,122
	Expenses	$ 25,139,000	$ 26,373,478	$ 12,787,448
12	**Code Enforcement**			
	Revenues	$ 60,000		$ 100
	Expenses	$ 60,000		$ -
13	**R/D Auto Enhancement**			
	Revenues	$ 6,550		$ 3,266
	Expenses	$ 6,550		$ 6,550
15	**Tourism Development Authority**			
	Revenues	$ 38,160	$ 40,210	$ 15,688
	Expenses	$ 38,160	$ 40,210	$ 17,242
22	**Opioid Litigation Settlement**			
	Revenues	$ 270,219		$ 64,091
	Expenses	$ 270,219		$ -
23	**Water & Sewer Reserve Fund**			
	Revenues	$ 74,500		$ 958,596
	Expenses	$ 74,500		$ -
29	**Water & Sewer Projects**			
	Revenues	$ 1,514,493		$ 80,496
	Expenses	$ 1,514,493		$ -
30	**Camden Water/Sewer District**			
	Revenues	$ 3,038,723	$ 3,007,643	$ 1,373,571
	Expenses	$ 3,038,723	$ 3,007,643	$ 1,011,276
32	**Dismal Swamp Gift Shop**			
	Revenues	$ 47,150		$ 26,075
	Expenses	$ 47,150		$ 12,827
36-39	**Watersheds**			
	Revenues	$ 62,339		$ 102,288
	Expenses	$ 62,339		$ 2,800
40	**Shiloh Courthouse Fire**			
	Revenues	$ 545,143	$ 551,545	$ 469,641
	Expenses	$ 545,143	$ 551,545	$ 230,955
41	**South Mills Fire**			
	Revenues	$ 339,764	$ 351,889	$ 299,910
	Expenses	$ 339,764	$ 351,889	$ 105,260
50	**School Fund**			
	Revenues	$ 8,100		$ 1,660
	Expenses	$ 8,100		$ -
51	**Public Assistance - Trustees**			
	Revenues	$ 24,144	$ 49,201	$ 22,535
	Expenses	$ 24,144	$ 49,201	$ 23,091
52	**Social Services**			
	Revenues	$ 1,666,647	$ 1,703,897	$ 532,087
	Expenses	$ 1,666,647	$ 1,703,897	$ 713,227
53	**Joyce Creek Drainage District**			
	Revenues	$ 44,675		$ 47,263
	Expenses	$ 44,675		$ 5,718
56	**Ferebee Courthouse Trust**		(Spent on Courthouse Roof)	
	Revenues	$ 1,771		$ -
	Expenses	$ 1,771		$ -
60	**Dismal Swamp Visitor Center**			
	Revenues	$ 204,440		$ 40,000
	Expenses	$ 204,440		$ 93,451
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		$ 646,654
	Expenses	$ 1,070,597		$ -
75	**School Capital Reserve**			
	Revenues	$ 2,973,768		$ 17,190,794
	Expenses	$ 2,973,768		$ 28,484,608
	Total			
	Revenues	$ 37,209,801		$ 35,768,899
	Expenses	$ 37,209,801	$ 38,496,083	$ 43,494,451

Date	Code from		Code to		Amount
12/5/2025	105000-510000	Buildings & Grounds Training	105000-566000	Buildings & Grounds Capital Outlay	$ 1,400.00
12/10/2025	307200-553000	Water Distribution Dues & Scriptions	307200-557000	Water Distribution Miscellaneous	$ 250.00
12/10/2025	606000-566000	Visitor Center Capital Outlay-Inventory	606000-515100	Visitor Center 911 Security	$ 800.00
12/20/2025	606000-553000	Visitor Center Dues & Subscriptions	606000-511000	Visitor Center Telephone & Postage	$ 210.00

B. Library Report

Camden County Public Library

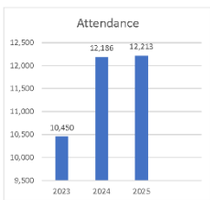
July - December 2025, 6 Month Statistics

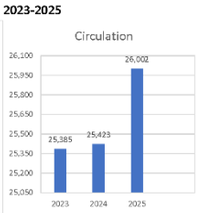
MONTH REPORT

Visitor Count	12,213
Materials Check Outs & Renewals	26,002
Libby – Overdrive (magazines, eBooks & audiobooks)	2071
Computer/ Wireless Use	1821/1613
Questions Answered	1675
Children's Programs/Attendance	110/2658
Teen Program/Attendance	16/108
Adult Programs/Attendance	31/448
Outreach Programs/Attendance	9/32
Study Room Usage/Attendance	178/413
Meeting Room Usage/Attendance	15/164
Days/Hours Open	145/1204
# Items in Collection	24,371
Library Card Holders	3,449

Comparison by Year

2023-2025





C. Register of Deeds Report

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

DATE	NC CHILDRENS TRUST	NC DOM. VIO. FUND	STATE REV. STAMPS	COUNTY REV. STAMPS	RETIREMEN	AUTO FUND	STATE TREASURY	ROD GENERAL	TOTAL
12/01/25	$ -	$ -	$ -	$ -	$ 1.89	$ 11.07	$ 18.60	$ 94.44	$ 126.00
12/02/25	$ -	$ -	$ 227.36	$ 236.64	$ 5.61	$ 34.76	$ 43.40	$ 292.23	$ 840.00
12/03/25	$ -	$ -	$ 102.90	$ 107.10	$ 0.78	$ 3.88	$ 12.40	$ 34.94	$ 262.00
12/04/25	$ -	$ -	$ 150.43	$ 156.57	$ 4.47	$ 26.06	$ 43.40	$ 224.07	$ 605.00
12/05/25	$ -	$ -	$ -	$ -	$ 0.78	$ 3.88	$ 12.40	$ 34.94	$ 52.00
12/08/25	$ -	$ -	$ 357.70	$ 372.30	$ 4.37	$ 27.12	$ 31.00	$ 228.51	$ 1,021.00
12/09/25	$ -	$ -	$ 798.70	$ 831.30	$ 4.98	$ 29.92	$ 43.40	$ 253.70	$ 1,962.00
12/10/25	$ -	$ -	$ 764.40	$ 795.60	$ 4.17	$ 24.08	$ 43.40	$ 206.35	$ 1,838.00
12/11/25	$ -	$ -	$ -	$ -	$ 4.05	$ 24.42	$ 37.20	$ 204.33	$ 270.00
12/12/25	$ 5.00	$ 30.00	$ 1,634.15	$ 1,700.85	$ 8.19	$ 46.04	$ 68.20	$ 388.57	$ 3,881.00
12/15/25	$ -	$ -	$ 274.40	$ 285.60	$ 2.28	$ 13.01	$ 24.80	$ 111.91	$ 712.00
12/16/25	$ -	$ -	$ 347.90	$ 362.10	$ 3.06	$ 16.89	$ 37.20	$ 146.85	$ 914.00
12/17/25	$ -	$ -	$ 709.03	$ 737.97	$ 2.70	$ 16.28	$ 24.80	$ 136.22	$ 1,627.00
12/18/25	$ -	$ -	$ 632.59	$ 658.41	$ 4.35	$ 27.17	$ 24.80	$ 233.68	$ 1,581.00
12/19/25	$ -	$ -	$ 1,029.49	$ 1,071.51	$ 3.90	$ 24.06	$ 31.00	$ 201.04	$ 2,361.00
12/22/25	$ -	$ -	$ 1,452.85	$ 1,512.15	$ 9.18	$ 52.45	$ 99.20	$ 451.37	$ 3,577.20
12/23/25	$ 5.00	$ 30.00	$ -	$ -	$ 4.20	$ 22.67	$ 24.80	$ 193.53	$ 280.20
12/29/25	$ -	$ -	$ 964.32	$ 1,003.68	$ 10.62	$ 65.20	$ 86.80	$ 545.38	$ 2,676.00
12/30/25	$ -	$ -	$ 1,449.42	$ 1,508.58	$ 7.29	$ 43.63	$ 68.20	$ 366.88	$ 3,444.00
12/31/25	*$ -*	*$ -*	*$ 727.16*	*$ 756.84*	*$ 3.38*	*$ 20.77*	*$ 24.80*	*$ 176.65*	$ 1,709.60
									$ -
TOTAL	$ 10.00	$ 60.00	$ 11,622.80	$ 12,097.20	$ 90.25	$ 533.36	$ 799.80	$ 4,525.59	$ 29,739.00

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

Name	Amount
NC Children's Trust Fund	$10.00
NC Domestic Violence Fund	$60.00
State Revenue Stamp	$11,622.80
County Revenue Stamp	$12,097.20
Land Transfer Fee	$0.00
Floodplain Map Fund	$0.00
Supplemental Retirement	$90.25
ROD Automation Fund	$533.36
Dept Of Cultural Resources	$0.00
Vital Records Fund	$0.00
State General Fund	$0.00
State Treasurer Amount	$799.80
ROD General Fund	$4,525.59
Total Distribution For Period	$29,739.00
Cash Total	$491.00
Check Total	$2,388.00
Pay Account Total	$123.00
ACH Total	$26,737.00
Escrow Account Total	$0.00
Overpayment Total	$0.00
Total Deposit For Period	$29,739.00

ITEM 13. PUBLIC COMMENTS (GENERAL)

Pat Watson spoke in reference to the requested Special Use Permit for Camden Fields Event venue. Ms. Watson lives adjacent to the venue property. She expressed concern in regard to the volume of the music that can be heard from inside her home that continues until 10 PM during events. Ms. Watson referenced the Camden County Code of Ordinances, 91.05 which states that any commercial place of business that has amplification sound cannot be audible from 75 feet of the device producing the sound. She strongly requested that should the permit be approved that there be no music played or no amplification sound outside of the venue building.

David Chick included the following in his remarks:

- Questions in regard to recent quasi-judicial hearing and the process; the necessity of the hearing in that the permit was a two-year permit; will submit questions via email.
- The budget process and how the county prepares a budget in that the State of North Carolina has not passed a budget; requested commissioners to hold state legislators accountable in regard to a state budget.

ITEM 14. ADJOURN

Upcoming Meetings: Board of Commissioners Annual Retreat – February 13, 2026; 9:00 AM (Taylor's Oak Restaurant)
Next Regularly Scheduled Meeting – March 2, 2026; 7:00 PM

Motion to adjourn.

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

There being no further matters for discussion Chair Banks adjourned the commissioners' meeting and convened the South Camden Water & Sewer District Board of Directors.

South Camden Water & Sewer District Board of Directors

Consideration of the Agenda

Motion to approve the agenda as presented.

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

Public Comments – None

A. Monthly Report – Chas Sawyer

South Camden Water & Sewer Board

Monthly Work Order Statistics Report

Period: DECEMBER 2025

	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
Water/Distribution	187	100%	100%	0
Sewer/Collection	2	100%	100%	0

Collections/Distribution

Water line locates	227
Sewer line locates	0
Water & Sewer locates same ticket	150
Hydrants tested	0
New services installed	0

Water Treatment

Total water treated	17,451,000 gallons
Daily average	562,930 gallons per day (78% capacity)
Current capacity	720,000 gallons per day

Waste Water Treatment

Facility	Gallons per day	Permitted Capacity
South Mills WWTP	12,754 gallons per day	100 000 gallons per day(12% Capacity)
Courthouse Area WWTP	28,212 gallons per day	50 000 gallons per day(56% 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
					2025					
Jan	153	100%	0%	152	1	26	0	52	113	1
Feb	127	100%	0%	127	0	8	0	24	8	2
March	171	100%	0%	169	2	17	0	65	5	1
April	154	100%	0%	154	0	82	8	74	0	6
May	160	100%	0%	158	2	64	9	9	0	0
June	136	100%	0%	135	1	81	1	27	0	3
July	154	100%	0%	154	0	104	0	22	0	0
August	102	100%	0%	102	0	100	0	49	0	2
Sept	211	100%	0%	211	0	0	0	158	0	4
Oct	191	100%	0%	191	0	20	0	45	6	5
Nov	144	100%	0%	144	0	0	0	135	0	0
Dec	189	100%	0%	187	2	227	0	150		

SOUTH CAMDEN WATER & SEWER DISTRICT MONTHLY WATER REPORT

month	active meters	work orders	locates	new serv	gallons sold meters water	tap fees	total collected	gallons sold meters sewer	sewer collected	sewer cust Core	gallons sold meters sewer S. Mills	sewer collected S. Mills	sewer cust S. Mills
					2023								
January	2,352	87	124	0	24,185,560	$77,001.00	$207,841.11	625,700	$11,788.69	56	189330	$4,049.99	89
Feb	2,362	73	83	3	12,828,862	$16,300.00	$143,633.26	759,740	$8,371.22	57	178400	$4,262.81	85
March	2,365	74	95	4	12,465,862	$13,967.00	$152,264.00	669,430	$12,870.57	58	305060	$3,368.05	85
April	2,372	80	74	2	13,002,292	$16,200.00	$149,165.83	823,450	$11,612.19	58	217790	$2,669.83	85
May	2,375	89	204	2	13,361,244	$14,467.00	$158,428.61	606,290	$11,070.58	60	234090	$3,817.58	85
June	2,381	90	24	1	20,802,455	$28,100.00	$168,578.13	689,200	$11,199.22	60	269370	$3,636.70	84
July	2,390	65	74	0	22,567,978	$4,000.00	$185,382.89	621,528	$10,979.56	59	279490	$3,222.69	82
August	2,392	57	111	1	18,177,536	$17,667.00	$144,487.45	632,482	$9,869.06	61	273090	$3,915.30	82
Sept	2,398	63	53	1	26,509,735	$8,000.00	$156,868.21	811,834	$10,510.54	61	315820	$3,828.18	82
Oct	2,397	130	56	2	12,881,724	$0.00	$166,859.48	189,613	$14,027.26	60	261025	$3,658.54	85
Nov	2,397	206	69	1	21,221,672	$42,500.00	$173,217.73	1,330,357	$6,759.66	61	285730	$2,946.04	87
Dec	2,400	75	65	1	13,689,890	$0.00	$173,067.45	841,209	$18,516.89	61	296760	$4,665.47	87
					2024								
January	2,400	112	30	1	22,069,376	$8,000.00	$183,857.26	498,511	$16,857.22	61	263055	$3,562.03	87
Feb	2,401	76	60	5	16,274,414	$4,000.00	$117,817.13	716,679	$8,311.88	61	236475	$3,298.59	88
March	2,400	87	71	1	14,153,472	$11,334.00	$170,210.00	673,630	$8,089.58	61	272460	$3,847.68	87
April	2,410	72	80	1	12,591,422	$154,925.00	$295,617.61	489,300	$10,409.16	64	280130	$4,089.46	85
May	2,422	82	60	0	22,055,398	$108,400.00	$245,835.57	855,650	$11,613.11	64	251980	$4,445.12	87
June	2438	119	68	2	20,128,333	$49,467.00	$216,847.74	680,990	$13,275.01	71	351090	$3,083.89	87
July	2,449	107	75	2	21,281,937	$88,717.00	$277,914.69	545,210	$12,347.58	88	351,090	$3,083.89	87
August	2,451	95	78	1	10,107,024	$103,867.00	$277,863.85	627,210	$7,265.74	89	351,090	$3,884.89	87
Sept	3,890	175	75	1	21,690,624	$67,600.00	$254,497.81	1,706,960	$15,115.85	179		$3,702.45	
Oct	3,889	138	75	5	13,105,219	$20,000.00	$232,010.91	861,858	$17,336.83	182		$369.37	
Nov	3,898	203	76	0	28,985,320	$9,667.00	$181,392.24	1,257,102	$14,475.33	186			
Dec	3,881	143	52	0	19,295,150	$35,900.00	$248,021.57	1,103,850	$19,508.38	185			
					2,025								
January	3,886	153	78	1	15,442,388	$28,300.00	$198,763.34	1,104,630	$15,755.10	187			
February	3,894	127	32	2	15,284,936	$17,557.01	$189,895.02	1,862,479	$15,582.69	185			
March	3,898	171	82	1	12,708,354	$19,443.99	$213,284.85	990,704	20,083.25	186			
April	3,912	154	82	6	10,859,029	127,000.00	$287,367.52	962,938	$15,075.06	185			
May	3,923	154	82	0	15,846,540	$183,701.00	$341,666.95	1,194,670	$14,954.16	184			
June	3,943	136	109	3	29,057,520	$52,535.00	$237,488.33	1,140,480	$17,871.22	184			
July	3,948	154	126	0	20,613,631	$220,000.00	$438,237.58	3,419,560	$15,059.55	199			
August	3,962	102	149	2	17,180,347	$153,500.00	559,335.78	1,194,390	-578.35	199			
Sept	3,981	211	158	4	23,566,513	$94,400.00	$$369,513.07	1,069,650	$14,827.65	207			
Oct	3,997	191	65	5	14,934,157	$120,000.00	$$431,367.81	1,335,680	$15,606.75	224			
Nov	4,007	144	135	0	14,944,228	$78,000.00	$290,765.01	1,386,690	20,112.94	235			
Dec	3,991	189	377	0	17,284,951	$23,500.00	$244,709.17	1,174,690	$19,515.20	230			

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	17,300,000	.558,065
November 2025	16,726,000	.558,000
December 2025	17,451,000	.562,930
Yearly Totals	215,353,000	.590,000

Mr. Sawyer included the following in his report:

- Drip faucets during extreme cold temperatures and use a hair dryer or heat gun to thaw frozen pipes.
- Southern Corrosion confirmed that needed tank repairs are included in the maintenance contract.
- Appreciation to water plant operators for dedication during the extreme cold weather and increased usage.

Motion to approve the monthly report as presented.

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

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

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

There being no further matters for discussion Chair Banks adjourned the South Camden Water & Sewer District Board of Directors at 8:02 PM.