

Camden County Board of Commissioners
Annual Retreat
February 13, 2026; 9:00 AM
Taylor’s Oak Restaurant
101 Taylor’s Lane – Camden, NC

MINUTES

The Camden County Board of Commissioners held its annual retreat on February 13, 2026 at the Taylor’s Oak Restaurant in Camden, North Carolina.

Present: Chair Jason Banks, Vice Chair Troy Leary, Commissioners Randy Krainiak, Sissy Aydlett and Tiffney White.
Staff Present: County Manager Erin Burke, Finance Officer Stephanie Jackson and Clerk to the Board Karen Davis.

Chair Banks called the meeting to order at 9:00 AM.

Consideration of the Agenda

Motion to approve the agenda as presented.

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

FY 2025-2026 Year in Review – Manager Erin Burke
Information only, no action taken.

- Construction
 - Construction for the school on track for students in fall of 2027.
 - Treasure Point Extension Center footings complete and framing has started; slated to be completed in September 2026.
 - Administration Offices renovations to begin February 2026 and completed April 2026; creates 4-5 new offices.
 - New EMS Supply Room
 - Transition of Soil & Water Location
 - Office space for Animal Control
- Staffing
 - Transferred Buildings and Grounds personnel to Wastewater.
 - New Water Plant operator started in January 2026; anticipated to fill vacancy created by a pending retirement.
 - IT position currently advertised and anticipated to be filled by April.
 - Sheriff’s Office vacancies; three deputy positions and one detective.
- Vehicles
 - Three Sheriff’s Office Vehicles
 - Paid for in FY 2024-2025; Parks and Recreation Truck; Soil and Water Truck
- Utilities
 - Modeling information to be presented to the state in May 2026; anticipated completion of engineering and possible bidding in spring 2027.
 - Clearwell storage engineering and design underway.
 - SUP application for a Verizon Tower off Palmer Road; Riverstreet to complete broadband rollout through the BEAD program.

Utilities & Infrastructure Discussion – Public Works Director Chas Sawyer
Information only, no action taken.

- Water Plant
 - Well Site 4
 - Clear Well
 - Cleaning
 - Replacing Membranes
 - Investigate Lost Well Capacity & Rehab
 - Use Grant Funding for Construction Drawings for Plan Expansion
- South Camden Distribution System

- Lambs Road Line
- Pinch Gut Road Line
- Addition of Valve at Shiloh Tower
- Plant Operations taking over ground maintenance
- Less busywork allows for more system maintenance
- South Mills Distribution
 - SCADA Project
 - Old Swamp Road DOT Project
 - RFQ and selection of firm for hydraulic model
 - Ground storage tank repairs covered under contract
- Courthouse Wastewater Treatment Plant
 - Hog shed demolition
 - Fence
 - Addition of second high-rate system
 - Investigate buffer requirements
 - Impact of low flow fixtures
- South Mills Wastewater Treatment Plant
 - New budget line to track spending
 - Backup pumps
 - Bypass pump
 - 10% system cleaning requirement
 - Lift station rehab
- Sewer Collections System
 - Stream model study in progress
 - Reverse engineering of new plant
 - Operation up to 80,000 GPD
 - Influent pump control panel replacement
 - Impact of low flow fixtures

School Updates

Information only, no action taken.

Camden County Schools Finance Officer Sally Norfleet presented a school budget overview and included the following:

- Funding Overview
 - State
 - Federal
 - Local
 - Enterprise Funds
 - Capital Outlay / Capital Improvement
- As of February 10th, North Carolina does not have a 2025-2026 budget.
- School systems are working off of planning allotments.
- Retirement rates and health insurance – passed in a mini budget bill.
- Teachers and assistant principals – increased one step on the pay scale.
- Current Camden County Schools Budget
 - 2025-2026 current total budget is \$28,428,694.13 with 62.21% spent as of February 10, 2026

Financial Review

Information only, no action taken.

2026 Annual Retreat		Camden County Board of Commissioners
Revenues		
Revenue Source	Projection	Collections (1-30-2026)
Ad Valorem	\$ 9,696,751.00	\$10,217,657.70
School Reserve Fund	\$ 1,100,000.00	\$17,578,711.00*
Special Revenue Fund	\$ 1,070,597.00	\$648,653.68
Vehicle Tax	\$ 974,904.00	\$805,342.00
Franchise Tax	\$ 740,000.00	\$750,000.00
Local Sales Tax Option	\$ 1,000,000.00	\$748,697.77
Article 40	\$ 450,000.00	\$329,028.99
Solid Waste Fee	\$ 400,000.00	\$427,563.19
Article 42	\$ 275,000.00	\$206,176.81
Medicaid Hold Harmless	\$ 500,000.00	\$84,236.00**
*DPI Reimbursements included, \$14,276,647.87		
** Received payment in August, expecting the next large tranche in March		

2026 Annual Retreat		Camden County Board of Commissioners
Expenditures		
Department	Proposed Budget	Remaining Balance(01-30-2026)
School Curriculum & Capital	\$5,476,218.39	\$1,681,946.39
Sheriff, SRO, & Animal Control	\$4,338,768.11	\$2,012,274.73
EMS	\$3,248,670.66	\$1,495,503.58
DSS	\$1,455,721.00	\$701,091.36
Debt Service	\$1,030,000.00	\$562,950.99
Public Works/Buildings & Grounds	\$859,786.00	\$1,251,929.32*
Planning/Inspections	\$803,733.00	\$460,897.91
Jail Operations	\$652,980.00	\$217,660.48
Tax	\$617,569.00	\$305,960.39
Parks & Recreation	\$607,100.00	\$323,724.55
Non-Departmental	\$536,464.00	\$254,026.65
Central Communications	\$494,139.00	\$388,752.64
Court House & Shiloh S.4 Tax	\$407,314.00	\$193,891.54
Library	\$360,187.00	\$195,141.03
Finance	\$359,517.00	\$147,125.47
County Administration	\$311,554.00	\$139,333.83

2026 Annual Retreat		Camden County Board of Commissioners
Expenditures (cont'd)		
Department	Proposed Budget	Remaining Balance(01-30-2026)
Register of Deeds	\$296,811.00	\$115,405.87
Extension	\$278,549.00	\$174,226.05
Personnel	\$267,275.00	\$155,623.72
South Mills S.4 Tax	\$259,811.00	\$238,972.08
Senior Center	\$220,823.00	\$108,378.79
Elections	\$197,278.00	\$97,249.71
Governing Body	\$164,456.00	\$86,314.96
JCPC	\$118,624.00	\$56,126.70
Soil & Water Conservation	\$102,786.00	\$56,082.59
Information Technology	\$99,845.00	\$99,845.00
Legal	\$75,000.00	\$47,708.58
Economic Development	\$48,240.00	\$36,160.88
Emergency Management Contract	\$47,059.00	\$32,688.13
Museum	\$37,414.00	\$18,977.76

Looking Forward

Information only, no action taken.

- Staffing
 - Requested Transitions
 - Library Assistant
 - Animal Control Officer
 - Life Skills Coach
 - EMS Station 12
 - Requested New Positions
 - Finance Assistant – Finance Office
 - Records Clerk – Sheriff’s Office
 - Patrol Deputy (Two Positions) – Sheriff’s Office
 - 10 Part-time Sworn Positions – Sheriff’s Office
 - Economic Developer – Camden Economic Development Commission
 - Requested Adjustments
 - Executive Assistant – Sheriff’s Office
 - Detective – Sheriff’s Office
 - EMS Chief
 - EMS Deputy Chief
- Vehicles

- Inspections Truck
- Cooperative Extension Agent Truck
- Five Patrol Vehicles (3 replacements & 2 for the proposed new positions)
- Replacement of Captain’s Vehicle
- Projects & Purchases
 - EMS – Training equipment; education and training programs
 - Planning – Comprehensive Plan & UDO Update
 - Sheriff’s Office – Fingerprint machine
 - Extension – Furnishings for Treasure Point Office
 - Water – New water software
 - Clerk of Court – front entrance
 - Parks & Recreation – new lighting for Community Park sports fields
 - Tax – Potential revaluation or new tax software
 - Register of Deeds – new books, cabinet, printer, document preservation funding
 - Computers – Replacement devices for machines that cannot be updated
 - Grounds – Investigating contracting for mowing to allow staff to focus on maintenance
- Budget Roadmap
 - February 25-27 – Department Budgets Due
 - March 13 – Work Session I
 - April 17 – Work Session II (School Budget Presentation)
 - May 1 – Work Session III (Finalization of Department Budgets)
 - June 1 – Presentation & Adoption of FY 2026-2027 Budget
- For Consideration During Budget Process:
 - Solid Waste Fee
 - Fund Balance Resolution
 - Tax Rate
- Map Book Review

Closed Session

Motion to go into closed session to discuss personnel.

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

Motion to come out of closed session.

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

Adjourn

Motion to adjourn.

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

There being no further matters for discussion Chair Banks adjourned at 4:14 PM.