

**Camden County Board of Commissioners**  
**Annual Retreat**  
**February 16, 2024; 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 16, 2024 at the Taylor’s Oak Restaurant in Camden, North Carolina.

Present: Chair Ross Munro, Vice Chair Troy Leary, Commissioners Randy Krainiak, Tiffney White and Troy Leary.  
Staff Present: County Manager Erin Burke and Clerk to the Board Karen Davis.

Chair Ross Munro called the meeting to order at 9:15 AM. The Board received information updates on the following from County Manager Erin Burke:

- Accomplishments
  - ♦ New High School Project
  - ♦ Moving of Tax & Water Offices
  - ♦ Preparations for the move of Planning Office
  - ♦ \$11 million received in state funding
  - ♦ Commerce Park Sales
  - ♦ Full-staffed DSS
- Upcoming Projects
  - ♦ High School – currently on schedule
  - ♦ Water & Waste Water
  - ♦ EMS
  - ♦ Planning Office Move
  - ♦ Parks & Recreation / Senior Center
  - ♦ Treasure Point Park Rural Education Center
  - ♦ Additional Staff
  - ♦ South Mills Recreation Park
  - ♦ Water
    - Average Existing Water
      - ❖ 535,556 GPD
    - Committed Water:
      - ❖ Camden Station
      - ❖ High School
      - ❖ Camden Lakes
      - ❖ Keeter Barn
      - ❖ South Mills Landing Phase 1
      - ❖ North River Crossing Phase 3
    - Clear Water Storage on site
    - Additional Wells
  - ♦ Waste Water in South Mills
    - Camden Lakes – 1772 dwellings
    - Keeter Barn – 37 dwellings
    - South Mills Landing – 567 dwellings
  - ♦ Average Existing WW Treatment
    - South Mills WWTP average - 15,000 GPD
    - Courthouse area WWTP average - 25,000 GPD
  - ♦ Committed WW Treatment
    - South Mills Landing Phase 1 – 30,000 GPD
    - Dollar General South Mills – 900 GPD
    - Trucking company in industrial park at least 100 GPD, depending on truck washing
    - School – 9,000 GPD
- Contracts & Leases
  - ♦ Farm Leases
  - ♦ Fire Inspections
  - ♦ NENC SPCA
  - ♦ EMS
- Grants
  - ♦ State Water & Sewer Infrastructure Grant
  - ♦ Community-Oriented Police Services Grant
  - ♦ Parks & Recreation Trust Fund Grant
- Staff
  - ♦ Vacancies
    - Planner I / II
    - GIS (Contracted Service)
    - Sheriff’s Office
  - ♦ Future Needs
    - Buildings & Grounds
    - Distribution & Collections
    - EMS Staffing
    - Shared VSO Position
    - Admin. Fellow / Intern
  - ♦ Staffing Benefits
    - Insurance Carrier

- Christmas Bonus
  - Personal Holiday
  - YMCA Perks
  - Salary Adjustments
  - Employee Recognition
- Looking Forward
  - Community Survey – Information Seeking
  - Strategic Plan – Long-term vision
  - Comprehensive Plan – Reflects the Vision
- 2024-2025 Budget
  - ♦ Parks & Recreation Senior Center
  - ♦ EMS Stand-Up
  - ♦ Opioid Settlement Funds
  - ♦ Website Update
  - ♦ Planning Consultant
  - ♦ Staffing
- Open Discussion
  - ♦ County Seal – phase in to replace current logo
  - ♦ Internet
  - ♦ Demolition / Abandoned Vehicles
  - ♦ Welcome Letter

There being no further matters for discussion the Board adjourned at 2:48 PM.