

**Camden County Board of Commissioners
South Camden Water & Sewer District Board of Directors
Board of Equalization & Review
June 3, 2024
Regular Meeting – 7:00 PM
Camden Public Library Boardroom
118 Hwy 343 North**

Minutes

A duly-noticed regular meeting of the Camden County Board of Commissioners was held at 7:00 PM on June 3, 2024 in the boardroom of the Camden Public Library in Camden, North Carolina.

CALL TO ORDER

The meeting was called to order by Chair Ross Munro at 7:00 PM. Also Present: Vice Chair Troy Leary, Commissioners Randy Krainiak, Sissy Aydlett and Tiffney White.

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

INVOCATION & PLEDGE OF ALLEGIANCE

Pastor Boyce Porter gave the invocation and the Board led in the Pledge of Allegiance.

ITEM 1. CONSIDERATION OF AGENDA

Motion to approve the agenda as presented.

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

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 – Staff that have reached milestone employment anniversaries were recognized with service pins.

ITEM 4. PUBLIC COMMENTS

County Manager Erin Burke read the Public Comment information statement. Chair Munro opened the floor for public comment.

Nether Sheptock addressed the Board to request that the Board allow inspections to release power to her garage for a period of no longer than six months as the builder will not proceed with the construction of her home without dedicated power.

Chair Munro stated that according to information he was given, the building permit for the construction of the home had expired.

Mrs. Sheptock stated that she would look into the permit issue the following day. The Board took no action.

Attorney David Oakley of Poole Brooke Plumlee, representing the owners and operators of the sand mine of Ponderosa Road, addressed the Board. Mr. Oakley announced that his firm had been working with County Attorney John Morrison and County Manager Erin Burke to reach a resolution in regard to the road situation. The owners and operators have agreed to have the road paved. The base material is currently being laid down and the actual paving will begin soon.

ITEM 5. PUBLIC HEARINGS

- A. Proposed FY 2024-2025 Budget

Motion to open the Public Hearing.

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

County Manager Erin Burke presented the Budget Message and Proposed FY 2024-2025 Budget Ordinance. The complete FY 2024-2025 Budget and accompanying Schedule of Fees is hereby incorporated by reference and is available in its entirety for public inspection in the County Clerk's Office, the County Finance Office and on the County website.



FY 2024-2025 BUDGET MESSAGE

May 17, 2024

To the Camden County Board of Commissioners:

Pursuant to my duties as the County Manager and Budget Officer I am pleased to present for your consideration the proposed budget for fiscal year beginning July 1, 2024. This budget has been prepared in accordance with the provisions of General Statute 159-11, the Local Government Budget and Fiscal Control Act. In accordance with the Local Government and Fiscal Control Act, all funds have been balanced using a combination of anticipated revenues and existing fund balance monies. Notice of the proposed budget will be duly posted and shared with the media. A public hearing is set for June 3, 2024.

BACKGROUND

This budget process began during the budgeting process last year with discussions of staffing and benefits. The Board of Commissioners prioritized spending and addressed some needs in the FY23/24 budget and the remainder of those needs in this budget proposal. Mid-year budget reviews were conducted in January 2024 to help project remaining expenditures for the year and forecast needs for the coming budget year. The work began in earnest with the annual retreat in February. The guidance received at the retreat translated to proposals presented at the subsequent three work sessions in April and May. Staff has worked diligently during this time period to track down cost increases and obtain cost estimates for capital purchases.

Previous budgets have been very conservative in spending. While this has allowed the fund balance to grow, this has also been at the expense of staffing and equipment purchases. Camden did see some slowing across most fronts during the Pandemic but, there was no stoppage or reversal of growth. Previously approved residential and commercial growth will continue to influence the needs of the County for many years to come. This growth makes it critical to continue to grow services to meet the demand.

The approval of the State Budget in September 2023 brought the largest single allocation of state grant funds Camden County has ever received. This included monies for water & sewer infrastructure, purchase of patrol vehicles for the Sheriff's Office, and purchase of three ambulances, for a total of \$11,008,784.00.

RECOMMENDED BUDGET

The FY 2024-2025 recommended budget totals \$31,510,998.99 for all County operations. The General Fund is \$19,993,238.00 of that total.

Revenues

The proposed budget was crafted with no change in the ad valorem tax. The proposed budget has a tax rate of \$.74 per \$100.00 of valuation. This is possible due to the increase in property values during the 2023 revaluation period. This rate is intended to be sensitive to the cost burden of the tax payers while recognizing the needs of staffing, equipment replacement, and general costs increases. There is a \$5.00 increase proposed for the solid waste fee.

The projected revenues for FY 2024-2025 are as follows:

Revenue Source	Projection
Ad Valorem	\$9,509,933.00
School Reserve Fund	\$2,922,514.00
Special Revenue Fund	\$1,111,352.00
Vehicle Tax	\$974,904.00
Franchise Tax	\$740,000.00
Local Sales Tax Option	\$900,000.00
Article 40	\$425,000.00
Solid Waste Fee	\$320,000.00
Article 42	\$250,000.00
Medicaid Hold Harmless	\$400,000.00

Expenditures

Compared to the FY 2023-24 General Fund budget of \$18,320,894.00, the FY2024-25 budget proposes \$19,993,238.00 which represents an increase of \$1,672,344. The FY2024-25 proposed general fund budget is balanced with \$2,960,637.00 in fund balance to finance County operational expenses. The FY2023-24 proposed general fund budget was balanced with \$2,935,211.00 in fund balance to finance County operational expenses.

The proposed budget is intended to support the necessary staffing and services to meet the expectations of the citizens of Camden County while anticipating future needs and projects. Of note is the impending introduction of County operated Emergency Medical Services. As this department is brought on line, there will be an increased need for staffing and resources, as well as the ability to recoup some costs through billing which is currently all held by Pasquotank County.

Departmental Budgets

The proposed budget includes two new Buildings and Grounds positions, a shared Veteran's Services Officer (VSO) position, and a shared horticultural specialist position. The proposal includes the purchase of two vehicles for the Sheriff's Office to replace high mileage administration vehicles. The proposed budget also reflects pay study adjustments and a 6% increase in health insurance costs; as well as a 17% increase in property and liability and 13% increase in workers comp insurance.

Below is a list of some of the major departmental expenditures proposed for FY2024-25.

Department	Proposed Budget
County Administration	\$288,420.00
Debt Service	\$1,088,167.00
Economic Development	\$56,350.00
Elections	\$203,557.00
EMS	\$402,875.00
Extension	\$242,848.00
Finance	\$318,108.00
Governing Body	\$163,531.00
JCPC	\$84,140.00
Legal	\$50,000.00
Library	\$286,963.00
Museum	\$32,196.00
Non-Departmental	\$419,460.00
Parks & Recreation	\$489,624.00
Personnel	\$144,375.00
Planning/Inspections	\$684,286.00
Public Works/Buildings & Grounds	\$906,247.00
Register of Deeds	\$336,684.00
Senior Center	\$198,732.00
Sheriff & SRO	\$3,668,932.00
Soil & Water Conservation	\$143,426.00
Tax	\$613,673.00

Special Appropriations

The proposed budget includes \$7,957,862.00 in special appropriations. Of that total, \$4,031,000.00 is associated with school funding. The Board of Commissioners committed to an appropriation amount for operating and capital expenses in a graduated plan during the previous budgeting process. The request from the schools exceeded this projected amount. Given the increase in costs for all operating expenses, the recommended appropriation for the current operating expenses is \$3,400,000.00 with an additional \$631,000.00 for capital expenses to allow for the construction of new bathrooms at the high school softball fields. Appropriations for contracted EMS service increased \$61,621.00 to \$710,266.00 in the proposed budget with Communications appropriations increasing as well. The appropriation of \$566,708.00 was made to the sewer department to balance the budget. This is not something the County should have to continue doing and staff intends to conduct a rate study in FY2024-25.

Requesting Entity	Proposed Appropriation
CCPS Current	\$3,400,000.00
Pasquotank Camden EMS	\$710,266.00
DSS	\$861,218.00
School Reserve Fund	\$631,000.00
Central Communications	\$437,725.00
Court House/Shiloh Fire	\$391,100.00
Jail Operation	\$397,369.00
South Mills Fire	\$253,334.00
Sewer	\$566,708.00
Forestry	\$102,511.00
4H Ins	\$53,004.00
COA	\$49,500.00
Emergency Management	\$35,508.00
Revaluation Fund	\$30,000.00
Albemarle Tideland Retirement	\$10,500.00
Grant Match	\$10,000.00
Albemarle Commission	\$7,569.00
Hopeline	\$3,500.00
Food Pantry	\$3,000.00
Albemarle Food Bank	\$2,500.00
MLKing	\$800.00
RC&D	\$800.00
Total	\$710,266.00
	\$7,765,587.00

Other Funds

The county continues to pursue reimbursements through the FEMA hazard mitigation fund from expenditures made in the wake of Hurricane Matthew (September 2016). To date we have received \$567,054.00 but we are still due approximately \$473,119.64. Staff anticipates receiving this balance in FY2024-25.

The county should continue to focus on the needs of water production and waste water treatment. The Board engaged Timmons Group for planning services for wastewater, particularly in the South Mills service area. This contract will outline the entire permitting, design, and construction process and provide an estimate of overall project cost and schedule. Staff anticipates the need for a new Waste Water Treatment Plant in the immediate future.

FY 2023-2024 saw the completion of construction of a new well site using ARPA funds. Staff is now investigating the construction of a new 1million gallon clear well at the water plant. A portion of the state grant funds will be used for the planning, design, and construction of this project.

The Economic Development Projects fund and property in the associated Commerce Park will be wrapping up in the 2024-2025 fiscal year. There are two properties in the commerce park left to sell and interest has continued to increase.

The total of needs-based grant funding received for the construction of the new Camden County High School, is \$50,012,600.00, and the county is pursuing an additional \$12,000,000.00 in needs-based funding with appropriations anticipated in the spring of 2024. These funds in addition to those being collected from the 2020 bond referendum will lead to the construction of a new state-of-the-art high school and early college campus. The final portions of planning should be completed in FY 2023-2024, with construction beginning in late 2024.

SUMMARY

The proposed FY2024-2025 budget reflects the renewed commitment of the County to ensure employees are fairly and properly compensated. The budget addresses salaries across all departments following the results of a competitive salary analysis. The budget also commits, once again, to ensuring the staffing and tools are available to employees in order to adequately meet the needs of County residents and visitors.

Prices and inflation appear to be stabilizing but there is not an anticipated return to pre-pandemic prices. These increases are reflected in budgets associated with fuel, vehicles, vehicle maintenance, chemical costs for the Water Plant, and general service purchases. The projected numbers are conservative, but should cover the anticipated increases.

The County must remain conscientious of the growth pressures in the region. This budget and the associated Capital Improvement Plan (CIP) place a heavy emphasis on anticipated services and infrastructure. The grant funding from the State coupled with previous work on utilities planning have put the County in a good position to begin concerted work on construction of new infrastructure. However, the County must remain diligent to not allow growth to outpace the ability to maintain existing services while expanding to meet the needs of new development. The County will embark on a Comprehensive Plan update in the 2024-2025 budget year. The results of this planning process, with proper public participation, will pave the path for Camden County's future.

Respectfully Submitted,



Erin Burke, County Manager

Ordinance No. 2024-06-01
AN ORDINANCE OF
THE BOARD OF COUNTY COMMISSIONERS OF
CAMDEN COUNTY, NORTH CAROLINA,
RELATING TO THE FY 2024 – 2025 BUDGET

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF CAMDEN COUNTY, NORTH CAROLINA:

ARTICLE I. BUDGET ORDINANCE

This Budget Ordinance per G.S. 159-13 hereby incorporates, in its entirety, this Budget for the County of Camden for FY 2024-2025, adopted by the Board of Commissioners on June 3, 2024. Said Ordinance may hereafter be referred to as the "Budget Ordinance". The levy of the county-wide Tax Rate(s) and Fees affecting any and all county managed Funds will accompany and be adopted simultaneously with this Budget Ordinance unless amended per G.S. 159-13.

ARTICLE II. GENERAL FUND

SECTION 1 – Appropriations: The following amounts are hereby appropriated in the General Fund for the operation of county government and its activities for the fiscal year beginning July 1, 2024 and ending June 30, 2025 in accordance with the Budget Ordinance and the chart of accounts heretofore established for this county.

Governing Body.....	\$163,531
County Administration.....	288,420
Elections.....	203,557
Finance.....	318,108
Personnel.....	144,375
Tax Supervisor.....	613,673
Legals.....	50,000
Register of Deeds.....	336,684
Planning.....	363,409
Inspections.....	328,877
Economic Development Commission.....	56,350
Building & Grounds.....	759,604
Sheriff.....	3,316,333
School Resource Officer (SRO).....	352,599
Jury Commission.....	538
Court Facilities.....	35,804
Public Works Administration.....	146,643
Traffic.....	6,600
Solid Waste.....	984,700
Public Health.....	145,140
Extension.....	242,848
County Public Library.....	286,963
Parks & Recreation.....	489,624
Museum.....	32,196

FY 2024-2025 Budget

Page 1

Emergency Medical Services.....	402,875
DDJP (JCPC).....	84,140
Senior Center.....	198,732
Non-Departmental.....	419,460
Soil/Water Conservation.....	143,426
Capital Outlay/Debt Service.....	1,088,167
Special Appropriations:	
Albemarle Commission.....	7,569
EMS.....	710,266
Conservation/Forestry.....	102,511
RC&D.....	750
Central Communications.....	437,725
Emergency Management.....	35,508
S. Camden Water & Sewer.....	566,708
Special Funding.....	800
CH&S Fire Commission Four Cents.....	391,100
South Mills Fire Commission Four Cents.....	253,334
Social Services.....	861,218
Schools – Contribution to Capital Reserve.....	631,000
Schools – Current Expense.....	3,400,000
Albemarle Hopeline.....	3,500
College of the Albemarle.....	49,500
Revaluation Fund.....	30,000
Camden Food Pantry.....	3,000
Albemarle Food Bank.....	2,500
Alb. Dist. Jail Operations.....	397,369
Grant Match.....	10,000
4-H Insurance.....	53,004
Albemarle Tidelands Retiree.....	10,500
Contingency.....	40,000

TOTAL GENERAL FUND **\$19,993,238**

SECTION 2 – Revenues: It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Ad Valorem and Vehicle Taxes:	
Budget Year.....	\$10,484,837
Prior Years Summary.....	288,100
Penalties and Interest.....	40,000
House Bill 1779.....	0
Other Taxes and Licenses:	
State 1 cent Sales Tax.....	900,000
Local Sales Tax - Art. 40.....	425,000
Local Sales Tax - Art. 42.....	250,000
Local Sales Tax – Art. 44.....	100
Unrestricted Intergovernmental:	
ABC Profits.....	36,000

FY 2024-2025 Budget

Page 2

Refuge Revenue Sharing.....	8,500
Utilities Franchise Fees.....	700,000
Medicaid Hold Harmless.....	400,000
Restricted Intergovernmental:	
State Grants – JJDP.....	64,812
Soil/Water Funds.....	25,000
Capital Reserve & Transfer Tax for Capital Debt Service.....	571,052
Court Facilities Fees.....	25,000
Alb. Comm. Nutrition Site.....	3,500
School Resource Officer.....	161,850
School Capital Reserve Fund for School Debt Service.....	1,429,100
Senior Center Grants.....	11,800
Fees and Permits:	
Register of Deeds Fees.....	210,700
Building Permits and Planning Fees.....	157,000
Land Use Fees.....	9,000
Leased Property.....	50,000
Tire Disposal Dist.....	16,000
White Goods Disposal Dist.....	4,500
Recyclables.....	25,000
Disposables Tax Distribution.....	7,000
Solid Waste Fee.....	320,000
Cable Franchise Fee.....	40,000
Gun Permit Fees.....	15,000
Golf Cart Fees.....	300
Pet/Privilege Licenses.....	350
5 Cents Per Bottle Fees.....	6,000
Extension Fees.....	2,300
Library Fees.....	1,200
Recreation Fees.....	20,000
Senior Center Participation Fees.....	1,100
Sales and Services:	
Jail Fees.....	4,000
Sheriff's Office Fees.....	20,000
Sale of Fixed Assets.....	20,000
Fines & Forfeitures.....	75,000
911 Fees for GIS.....	500
Other:	
Sheriff's Office Grants & Donations.....	3,000
Interest.....	50,000
Miscellaneous.....	80,000
Camden Heritage Festival.....	10,000
LESO Revenues.....	10,000
Local Assistance and Tribal Consistency Fund.....	50,000
Appropriated Fund Balance.....	2,960,637

TOTAL GENERAL FUND **\$19,993,238**

FY 2024-2025 Budget

Page 3

ARTICLE III. SOUTH CAMDEN WATER/SEWER DISTRICT FUND

The following amounts are hereby appropriated in the South Camden Water/Sewer District Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

R/O Plant Operation Expenses.....	771,474
Waste Water Operation Expenses.....	603,488
Distribution Expenses.....	911,418
Debt Service.....	329,492
	\$2,615,872

It is estimated that the following revenues will be available in the South Camden Water/Sewer District Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Sale of Water.....	1,440,000
Sewer Fees.....	160,000
Connection Fees.....	60,000
Miscellaneous.....	35,350
Fund Balance Appropriated.....	150,000
Capital Reserve Fund.....	203,314
Interest.....	500
General Fund Contribution.....	566,708
	\$2,615,872

ARTICLE IV. WATER/SEWER CAPITAL RESERVE FUND

The following amounts are hereby appropriated in the System Development Fee Capital Reserve Fund for the purpose of collecting funds from new construction projects which will have an impact on the infrastructure of Camden County and establishing Membrane Reserve for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Fund Balance Reserve.....	54,250
Membrane Reserve.....	20,250
	\$74,500

It is estimated that the following revenues will be available in the System Development Fee Capital Reserve Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

System Development Fees.....	31,000
Interest.....	3,000
R/O Upgrade.....	40,500
	\$74,500

ARTICLE V. COURTHOUSE & SHILOH FIRE COMMISSION FUND

The following amounts are hereby appropriated in the Courthouse and Shiloh Fire Commission Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

FY 2024-2025 Budget

Page 4

General Expenses.....	405,875
Debt Service.....	100,000
	\$505,875

It is estimated that the following revenues will be available in the Courthouse and Shiloh Fire Commission Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Fire Tax.....	97,775
4 Cent County Match.....	391,100
Leased Property.....	12,000
Interest Earnings.....	5,000
	\$505,875

ARTICLE VI. SOUTH MILLS FIRE COMMISSION FUND

The following amounts are hereby appropriated in the South Mills Fire Commission Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

General Expenses.....	207,168
Debt Service.....	113,000
	\$320,168

It is estimated that the following revenues will be available in the South Mills Fire Commission Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Fire Tax.....	63,334
4 Cent County Match.....	253,334
Interest.....	3,500
	\$320,168

ARTICLE VII. SOCIAL SERVICES

The following amounts are hereby appropriated in the Social Services Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Public Assistance.....	206,176
Administrative Expenses.....	1,435,287
	\$1,641,463

It is estimated that the following revenues will be available in the Social Services Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

County Appropriations.....	860,718
State/Federal Funds.....	780,745
	\$1,641,463

FY 2024-2025 Budget

Page 5

ARTICLE VIII. JOYCE CREEK DRAINAGE PROJECT FUND

The following amounts are hereby appropriated in the Joyce Creek Drainage Project Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Watershed Projects & Expenses.....	\$44,160
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It is estimated that the following revenues will be available in the Joyce Creek Drainage Project Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Watershed Improvement Fee.....	41,660
Miscellaneous.....	2,500
	\$44,160

ARTICLE IX. REVALUATION RESERVE FUND

The following amounts are hereby appropriated in the Revaluation Reserve Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Reserved for Revaluation Expenses.....	\$30,500
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It is estimated that the following revenues will be available in the Revaluation Reserve Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Fund Balance Appropriated.....	30,000
Interest.....	500
	\$30,500

ARTICLE X. CAPITAL RESERVE FUND

The following amounts are hereby appropriated in the Capital Reserve Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Debt Service.....	571,052
USDA Debt Reserve.....	540,300
	\$1,111,352

It is estimated that the following revenues will be available in the Capital Reserve Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Land Transfer Tax Collections.....	750,000
Investment Earnings.....	15,000
General Fund Contribution.....	125,000
Fund Balance Appropriated.....	221,352
	\$1,111,352

FY 2024-2025 Budget

Page 6

ARTICLE XI. SCHOOL CAPITAL RESERVE FUND

The following amounts are hereby appropriated in the School Capital Reserve Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Debt Service.....	572,000
Fund Reserves.....	1,343,414
School Capital Outlay.....	857,100
Camden Plantation Funds for Capital Outlay.....	150,000
	\$2,922,514

It is estimated that the following revenues will be available in the School Capital Reserve Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Local Option & Restricted Sales Tax.....	1,125,000
Investment Earnings.....	15,000
New High School Debt Service Revenue.....	1,632,514
Camden Plantation.....	150,000
	\$2,922,514

ARTICLE XII. DISMAL SWAMP VISITOR CENTER FUND

The following amounts are hereby appropriated in the Dismal Swamp Visitor Center Fund for the purpose of operating the Center with funds received from NCDOT for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Center Operating Expenses.....	\$189,987
DOT Funds.....	160,000
Gift Shop Contribution.....	20,193
Tourism Authority Contribution.....	2,342
Fund Balance Appropriated.....	7,452
	\$189,987

The following amounts are hereby appropriated in the Dismal Swamp Gift Shop Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Gift Shop Revenues.....	\$44,843
Gift Shop Expenses.....	\$44,843

ARTICLE XIII. FEREBEE COURTHOUSE TRUST FUND

For purposes of summary only, the following amounts are hereby appropriated in the Nancy M. & H. C. Ferebee, III Courthouse Trust for the restoration of the 1847 Camden County Courthouse for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Fund Reserves.....	\$1,530
Trust Fund Balance.....	\$1,530

FY 2024-2025 Budget

Page 7

ARTICLE XIV. REGISTER OF DEEDS AUTOMATION ENHANCEMENT AND PRESERVATION FUND

The following amounts are hereby appropriated in the Register of Deeds Automation Enhancement and Preservation Fund for the purpose of funding for computer and imaging technology for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Technology.....	\$6,550
Register of Deeds Technology Funds.....	5,000
Interest.....	20
Fund Balance.....	1,530
	\$6,550

ARTICLE XV. CODE ENFORCEMENT REVOLVING FUND

The following amounts are hereby appropriated in the Code Enforcement Revolving Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Demolition Expenses.....	\$60,000
Fee Collection.....	3,000
Interest.....	1,000
Fund Balance Appropriated.....	56,000
	\$60,000

ARTICLE XVI. STORMWATER MANAGEMENT UTILITY FUNDS

At the May 5, 2014 Board of Commissioners meeting Ordinance No. 2014-05-01 was approved. This Ordinance established the South Mills Watershed, the Sawyer's Creek Watershed, the North River Watershed and the Shiloh Watershed and the parcel fee rates relating to each watershed. Any changes to the fee schedule will be adopted simultaneously with this budget ordinance. The billing and collection will be in the same manner as property taxes.

The following amounts are hereby appropriated for funding the programs designed to protect and manage water quality and quantity in the **South Mills Watershed Fund** (Fund 36) for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Watershed Expenses & Reserve.....	\$14,125
Estimated Revenue.....	\$14,125

The following amounts are hereby appropriated for funding the programs designed to protect and manage water quality and quantity in the **Sawyer's Creek Watershed Fund** (Fund 37) for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Watershed Expenses & Reserve.....	\$20,050
Estimated Revenue.....	\$20,050

FY 2024-2025 Budget

Page 8

The following amounts are hereby appropriated for funding the programs designed to protect and manage water quality and quantity in the **North River Watershed Fund** (Fund 38) for the fiscal year July 1, 2024 and ending June 30, 2025.

Watershed Expenses.....	\$13,885
Estimated Interest & Fees Collected.....	\$13,885

The following estimated revenues will be available for funding the programs designed to protect and manage water quality and quantity in the **Shiloh Watershed Fund** (Fund 39) for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Watershed Expenses	\$14,279
Estimated Interest & Fees Collected.....	\$14,279

ARTICLE XVII. TOURISM DEVELOPMENT AUTHORITY

The following amounts are hereby appropriated in the Tourism Development Authority budget for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

General Expenses.....	34,594
Dismal Swamp Visitor Center	2,342
	\$36,936
Donations	1,000
Occupancy Tax Collections	21,000
Interest Earnings	1,000
Appropriated Fund Balance	13,936
	\$36,936

ARTICLE XVIII. TAX PENALTIES SCHOOL FUND

The following amounts are hereby appropriated in the Tax Penalties School Fund budget for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

School Current Expense.....	\$8,100
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It is estimate that the following revenues will be available in the Tax Penalties School Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

Tax Penalties.....	3,000
Interest on Investments	250
Fund Balance Appropriated	4,850
	\$8,100

ARTICLE XIX. SCHOOL APPROPRIATIONS

SECTION 1 – The appropriations to the Board of Education, first, shall be made from any such funds which are dedicated to the use of the schools, and secondly, shall be

FY 2024-2025 Budget

Page 9

made from the general county fund revenues to the extent necessary to meet the approved appropriation.

SECTION 2 – For purposes of summary only as the actual figures are contained in the Budget Ordinance, the total appropriation for Current Expense is \$3,400,000 and for Capital Expense is \$631,000.

SECTION 3 – Except as otherwise provided in this Budget Ordinance, this Budget Ordinance hereby incorporates by reference in its entirety the “PROPOSED BUDGET OF THE CAMDEN COUNTY BOARD OF EDUCATION FOR THE FISCAL YEAR BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025” as presented to the Board of Commissioners, and all language in said Proposed Budget is incorporated into this Ordinance as if it were included within the body of this Ordinance. Said Proposed Budget may hereafter be referred to as the “School Budget”. The county budget does not include any special appropriation for the supplement for teachers’ salaries. This will have to be included in the school budget.

ARTICLE XX. TAX LEVY

SECTION 1 – There is hereby levied at the rate of seventy-four cents (74 cents) per One Hundred Dollar (\$100) valuation of property listed for taxes as of January 1, 2024, for the purpose of raising the revenue listed in the General Fund, Article II., Section 2, of this Ordinance.

Ten cents (10 cents) of the seventy-four cents (74 cents) is allocated for the debt service of the new high school as approved in the 2020 referendum. This shall be applied to the additional debt service incurred for the financing of \$30M over 30 years.

SECTION 2 – There is hereby levied at the rate of four cents (4 cents) per One Hundred Dollar (\$100) valuation of property listed for taxes as of January 1, 2024, for the purpose of raising the revenue listed in the General Fund, Article II., Section 2, of this Ordinance to equal the expenditures listed as CH&S Fire Commission Four Cents and South Mills Fire Commission Four Cents in the General Fund, Article II, Section 1, of this Ordinance.

SECTION 3 – The rate of tax as shown in Section 1 and 2 above is based upon a total valuation of property for the purpose of taxation of \$1,683,961,178 and an estimated collection rate of ninety-four percent (95.550%) for real property and ninety-seven percent (96.840%) for vehicles.

SECTION 4 – There is hereby levied a tax at the rate of one cent (1 cent) per One Hundred Dollar (\$100) valuation of property listed for the taxes as of January 1, 2024, located within the South Mills Fire Protection District for the purpose of raising the revenue listed in the South Mills Fire Commission Fund, Article V., of this Ordinance.

SECTION 5 – The rate of tax as shown in Section 4 above is based upon a total valuation of property for the purpose of taxation of \$662,029,741 with an estimated collection rate of ninety-four percent (95.550%) for real property and ninety-seven percent (96.840%) for vehicles.

FY 2024-2025 Budget

Page 10

SECTION 6 – There is hereby levied at the rate of one cent (1 cent) per One Hundred Dollar (\$100) valuation of property listed for taxes as of January 1, 2024, located within the Courthouse-Shiloh Fire Protection District for the purpose of raising the revenue listed in the Courthouse-Shiloh Fire Commission Fund, Article IV, of the Ordinance.

SECTION 7 – The rate of tax as shown in Section 6 above is based upon a total valuation of property for the purpose of taxation of \$1,021,931,437 and an estimated collection rate of ninety-four percent (95.550%) for real property and ninety-seven percent (96.840%) for vehicles.

ARTICLE XXI. OTHER PROVISIONS

SECTION 1 – The Camden County Budget Officer is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions:

- They may transfer amounts between objects of expenditure within a department except salary amounts without limitations.
- They may transfer amounts up to ten thousand dollars (\$10,000.00) between departments of the same fund with an official report on such transfers at the next regular meeting of the Board of Commissioners.
- They may not transfer any amounts between funds or from any contingency appropriation within any fund.
- They will assign legal costs to departments based upon the legal issue involved.
- They are authorized to approve expenditures up to ten thousand dollars (\$10,000.00).
- They may approve acceptance and expenditure of emergency funding from state or federal sources (i.e. LJEAP) up to ten thousand dollars (\$10,000.00) with an official report on such funding at the next regular meeting of the Board of Commissioners.

SECTION 2 – The Budget Officer and Finance Officer are hereby directed to make any changes in the budget or fiscal practices that are required by the Local Government Budget and Fiscal Control Act.

- As provided by G.S. 159-25(h), the Board has authorized dual electronic signatures for each check or draft that is made on County funds. The signatures on the County accounts have been approved by the Board of Commissioners.
- All legal outstanding encumbrances at June 30, 2024 are hereby carried forward and re-appropriated as an amendment to the budget for the fiscal year beginning July 1, 2024 and ending June 30, 2025.

FY 2024-2025 Budget

Page 11

- The Board authorizes one principal account as the central depository for funds received by the Finance Director. Other accounts authorized by the Board can be used for special purposes such as the enterprise fund and various trust accounts. Current accounting techniques shall be used to assure that all funds will be properly accounted for in the financial records of the County.
- Amendments to this Budget Ordinance and any accompanying fee schedule, taxes or appropriations are allowed as provided herein or by board approval in accordance with G.S. 159-15.

SECTION 3 – The Budget Officer and Finance Officer are hereby authorized to enter into contracts/agreements, within funds included in the Budget Ordinance or other actions authorized by the Board of Commissioners for the following purposes:

- Lease of routine business equipment;
- Consultant, professional, or maintenance service agreements;
- Purchase of supplies, materials, or equipment where formal bids are not required by law;
- Applications for and agreements for the acceptance of grant funds from Federal, State, public, private and non-profit organizations’ sources, and other funds from other government units, for services to be rendered which have been approved by the Board of Commissioners;
- Construction and repair projects within the budget limits or as approved by the Board of Commissioners;
- Liability, health, life, disability, casualty, property or other insurance or performance bonds;
- Other administrative contracts which include agreements approved by the Board of Commissioners.

All other contracts must be approved by the Board of Commissioners and signed by the Chairman of the Board. No other employees or officials may sign contracts on behalf of the County unless duly appointed to do so by the Board of Commissioners.

SECTION 4 – County funded agencies are required to submit an audit or other detailed financial reports to the County Finance Officer each year. Approved payments may be delayed pending receipt of financial information.

SECTION 5 – It is the policy of Camden County to not absorb any reduction in State or Federal grant funds. Any decrease shall be absorbed in the budget of the agency or department receiving funding by reducing personnel or department expenditures to stay within the County appropriations as approved.

FY 2024-2025 Budget

Page 12

SECTION 6 -Copies of this Budget Ordinance shall be furnished to the Clerk to the Board, the Budget Officer, Finance Director, and the Tax Administrator for direction in the carrying out of their duties.

A public hearing on this Budget Ordinance was held on June 3, 2024.


This Budget Ordinance was adopted on the 3rd day of June, 2024

CAMDEN COUNTY BOARD OF COMMISSIONERS


Rosk Munro, Chair

Troy Laffy, Vice-Chair

ATTEST:


Karen Davis
Clerk to the Board


Erin Burke
Budget Officer/County Manager



Chair Munro opened the floor for public comments.

Julie White and Laura Berry, school nurses with Camden County Public Schools, spoke in regard to the importance of having a nurse at each school in the system and the various roles and responsibilities of the school nurses, as well as an overview of student needs in Camden County. Ms. White and Ms. Berry both included in their comments a request to the Board to fully fund the schools in the FY 2024-2025 budget so that current school nursing services and other support services may be continued.

Sally Norfleet, Camden County Schools Finance Officer, addressed the Board in regard to the proposed Budget. Mrs. Norfleet explained that up to this point the schools have been able to work with what has been allotted by drawing from Fund Balance. However, the Fund Balance is no longer available to cover any potential shortages. The proposed amount of \$3.4 million will be a shortage in the amount of \$1.2 million, which would result in the following cuts: 4 positions that interact with students, all local supplements, all field trips, all staff development, and reducing supplies, materials, computer software, contracted services that are locally funded by at least 50% and in some cases 100%. \$3.8 million would allow the 4 positions to remain. \$4.4 million would allow the 4 positions to remain in the budget as well as the local supplements.

Upon inquiry by Chair Munro, Mrs. Norfleet explained that ever year the State mandates the percentages in pay increases, retirement, etc. However, funding by the State does not cover all of the mandated increases.

Chair Munro urged citizens to write their state representatives in regard to school funding requirements.

Jason Banks, Chair of the Camden County Board of Education, addressed the Board and included the following in his comments:

- The need to slow housing development
- Opposition to the proposed school site by developers in the north end of the county
- Request of the Board to give consideration to the requested school budget

Commissioner Aydtlett inquired if she could make a motion during the Public Hearing. Attorney Morrison responded that she could not.

Motion to close the public hearing.

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

Motion to approve the FY 2024-2025 Budget and Schedule of Fees as presented.

RESULT:	PASSED [4-1]
MOVER:	Tiffney White
AYES:	Ross Munro, Troy Leary, Randy Krainiak, Tiffney White
NOES:	Sissy Aydlett

Chair Munro stated that this meeting is not the last that the Board will be discussing the school budget. It is easier on staff to pass the proposed budget and then the Board consider an amendment at the next month's meeting.

B. Proposed Capital Improvement Program

Motion to open the public hearing for the proposed 2024-2029 Capital Improvement Program.

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

County Manager Erin Burke presented the Proposed 2024-2029 Capital Improvement Program.

May 17, 2024

Camden County Board of Commissioners

Re: Capital Improvement Program (CIP) 2024-2029

Chairman Munro and Members of the Board:

The provision of adequate public infrastructure remains a top priority for the County. Being the 20th year having a Capital Improvement Program (CIP) process, the Board of Commissioners have undertaken significant thought, discussion and consideration to estimate critical facility needs and the costs therein for the County.

Financial policy specific to how the County governs the issues of debt, fees & user charges, fund balances, competitive employment, and the ad valorem tax rate are shown in the attached Resolution No. 2007-06-04. This Resolution puts in place measures to ensure the financial strength of the County government as well as protecting the taxpayer. In addition, the Board of Commissioners created a Capital Reserve Fund as a mechanism with which to fund critical, non-school, county infrastructure projects.

With Camden County being a recipient of significant grant awards in furtherance of the Board of Commissioners capital improvement policy goals, key infrastructure projects are moving forward. Over the past five years the County has been fortunate to receive grants to assist with placing critical infrastructure where it is needed.

A significant project included in the 2024-2029 CIP is the engineering and design of Phase II of the Administration Campus Complex on the site across from the Historic Courthouse. The Board has decided to approach this project in three phases. The first phase was the Library and all the infrastructure necessary to support the remainder of the project. The ground breaking and construction started in October 2020 on the new Library. Construction was completed in June of 2022 and the facility will serve Camden citizens for many years.

The second phase will start with planning in the 2024-2025 FY when the Board will begin the design process to relocate the Parks and Recreation Senior Center. This building will house the Parks and Recreation Department and the Senior Center. The building will have a space large enough to accommodate basketball, volleyball, bleachers, civic meeting rooms, staff offices, and a raised stage for conferences and special events. The Senior Center will have a large meeting room for activities, exercise room, staff offices, and a shared kitchen for daily meal preparations and catering events.

Once the current Senior Center space is vacated it will be available for the Sheriff's Office to occupy. The Sheriff's Office is operating at maximum capacity and is in dire need of a space that can be converted to areas where evidence and special equipment can be secured as well as a holding area. When all departments have relocated to the administration building, the Sheriff's Office will occupy the existing building and have access to the existing parking area compound. Once complete this will become a secure area.

During the November 2020 election the citizens had the opportunity to vote as to whether

Camden County CIP
2024-2029

2

they supported building a new high school. The question was placed as a referendum on the ballot and the citizens voted overwhelmingly in support of moving forward with a new high school. MB Kahn was selected to conduct a feasibility study to analyze the current and future needs. The study was completed and MB Kahn was hired as the Manager at Risk for the project. Mosely Architects was also selected as the architect for project design. A projected completion date of Fall 2026 is expected.

In July of 2022, the Board of Education was awarded additional grant funding from the Needs Based Funding Program. This grant and ones prior bring the awarded amount to a grand total of \$50mill to be applied toward the construction of the new school. These funds will help ensure the County builds a first-class high school that Camden students and citizens will be proud of for many years to come.

2025 will bring the completion of the Treasure Point Rural Education Center and the relocation of the Cooperative Extension Office. This project has moved up on the CIP with the award of \$452,000.00 from a PARTF grant received in Fall 2022.

Lastly, the County endeavors to establish a new Emergency Medical Services (EMS) Department. The 2023-2024FY will bring the hiring of a new Director with the goal of establishing County based EMS in the 2024-2025FY.

Camden County has moved forward with incredible strides over the last year. It is sure with the bold work of the Board of Commissioners going forward that the citizens of the County will be well served.

Respectfully Submitted,



Erin Burke,
County Manager

Camden County CIP
2024-2029

3

Introduction

The Capital Improvements Program (CIP) is a community planning and fiscal management tool used to coordinate the location, timing and financing of capital improvements over a multi-year period — usually 4-6 years. Capital improvements refer to major, non-recurring physical expenditures such as land, buildings, public infrastructure and equipment. The Camden County CIP is a five-year plan that consists of capital projects for various departments/agencies of the county government. The CIP includes a description of proposed capital improvement projects ranked by priority, a year-by-year schedule of expected project funding, and an estimate of project costs and financing sources. The CIP is a working document and should be reviewed and updated annually to reflect changing community needs, priorities and funding opportunities.

Purposes of Capital Improvement Planning:

- Ensure the timely repair and replacement of aging infrastructure.
- Provide a level of certainty for residents, businesses and developers regarding the location and timing of public investments.
- Identify the most economical means of financing capital improvements.
- Provide an opportunity for public input in the budget and financing process.
- Eliminate unanticipated, poorly planned, or unnecessary capital expenditures.
- Eliminate sharp increases in tax rates, user fees and debt levels to cover unexpected capital improvements.
- Ensure that patterns of growth and development are consistent with the comprehensive plan.
- Balance desired public improvements with the community's financial resources

Planning Process

Preparation of the CIP and annual budget are closely linked. The first year of the CIP, known as the capital budget, outlines specific projects and appropriates funding for those projects. It is usually adopted in conjunction with the government's annual operating budget. Projects and financing sources outlined for subsequent years are not authorized until the annual budget for those years is legally adopted. The out years serve as a guide for future planning and are subject to further review and modification. Department heads submit to the County Manager information relating to items that will cost in excess of \$300,000 in at least one year of the CIP planning period. The County Manager will review and study all items submitted by the department heads and prepare a recommended plan that is provided to the Board of Commissioners. After review by the Board, a public hearing is set to receive citizen input. When the plan is complete the Board of Commissioners will adopt it with a resolution with the intent to include the first-year projects in the annual budget. By providing funding for strategic investments at a given time and location, the CIP helps ensure that development occurs consistent with a community's plans and vision.

Financial Policy

The following financial guidelines were adopted by the Board of Commissioners on June 4, 2007:

- Debt service should be equal to or less than 15% of General Fund expenditures.
- The county will strive to pay outstanding principal debt within 15-20 years.
- The county will strive to maintain its debt at no greater level than 2% of the assessed valuation

Camden County CIP
2024-2029

4

of taxable property in the county.

- The county will strive to maintain an available fund balance equal to 25% of the General Fund budget at the end of each fiscal year which is substantially higher than the minimum recommended by the Local Government Commission.
- General Fund balances in excess of targeted levels may be transferred to the County's Special Capital Reserve Fund.

Adoption of these policies will further ensure the county's financial strength and future success in capital planning. For the past 17 years Camden County has embarked on a very conservative fiscal policy working to ensure growth in the fund balance and a stronger financial position for the county government. The total unreserved and undesignated general fund balance was \$12,731,024.00 at the end of FY2022-23. The maintenance of a healthy fund balance must be continued so the County has the ability to arrange financing for large projects that have been identified.

Project Evaluation

Beginning in FY11 through today, project evaluation was done through interaction and discussion between the County Manager and the Commissioners as well as input from the Department Heads. As noted above the CIP is a working document and should be reviewed and updated annually to reflect changing community needs, priorities and funding opportunities.

Project Evaluation Criteria	
Sections	Questions Considered When Evaluating Projects
Department Ranking	➤ What is the departmental priority/ranking for project?
Legal Mandates/Safety	➤ Does the project enable the County to fulfill a new or existing state of federal mandate? ➤ Does the project eliminate an immediate safety hazard for County citizens or employees?
Demonstrated Need/Timing	➤ When does the project need to be completed? Is the project related to another priority project?

Camden County CIP
2024-2029

5

Impact on Operating & Maintenance Costs	➤ Will the project save the County future operating costs? ➤ Will the project improve operating efficiency? ➤ Will maintenance cost be reduced if the project were undertaken? ➤ Will the project generate additional operating revenue or will it generate additional expense?
Impact on Quality of Life	➤ Will the project improve the quality of life of the County's citizens?
Addresses a deficiency in provision of public services	➤ Is the County unable to provide basic services if the project is not completed? ➤ Are current services in the project area inadequate? ➤ Does the project improve County services?
Linkage to Board of Commissioners' Vision Statement, other Long Range Plans, or Community Support	➤ Does the project help to meet the priorities established by the Vision Statement/goals or other long-range plans? ➤ How will the project help further these priorities? ➤ Does the project have citizen or community support? ➤ Does the project serve a special need of the community?
Funds/grants available from state, federal, and other sources	➤ Besides County general fund revenues, what funding sources are available to fund this project? ➤ Can fees or revenues other than taxes be raised to cover this project's cost?
Extent of secondary benefits	➤ Are there intangible benefits to completing the project? ➤ Are there benefits to the project that are not otherwise considered in the evaluation?
Comments	➤ What comments do you have about the project that needs to be considered by the Board of Commissioners?

Camden County CIP
2024-2029

6

Revenue Sources & Debt Service

One of the most important factors of financing a major project is the county's ability to pay the debt service or the annual costs of the financing. There are several funding sources that will be used to fund projects in the CIP. These sources are dependent on the type of project and the financial impact on the taxpayers of the county:

1. **General Fund Revenues** - May be used to fund Pay as You Go capital projects with amounts under \$300,000.
2. **General Obligation (GO) Bonds** - The County may issue General Obligation Bonds for larger projects such as schools. These bonds are legally binding and are a pledge of the county's full faith, credit and taxing power.
3. **Installment Financing Agreements** - In exchange for bank financing, County assets are used as security for private placement of debt. This type of funding can be used for any capital projects.
4. **Certificates of Participation (COP)** - Essentially a large installment financing agreement (banks are limited on how much they can lend). COPs are usually rated a step below a GO rating.
5. **State and Federal Revenues** - Projects may be financed through low interest federal loans from USDA Rural Development such as the completed Camden Intermediate School Project. Additionally, several projects have been financed by the use of state and federal grants such as the Wastewater Treatment and Collection System.
6. **Private Contributions** - Private contributions from developers or adjoining landowners that will become a part of a larger project.

Note: There are some limited recurring revenues that are to be used for debt service purposes. Portions of the Article 40 and 42 Sales Taxes are restricted for the purpose of school-related debt service or school capital outlay. The county also receives funds from the state Public School Building Capital Fund (these funds are generated by the state corporate income taxes) that can be used for debt service; however, the status of these funds is uncertain based on the unpredictability of the NC Education Lottery proceeds and other economics.

Revenue Sources:

- Restricted portions of Article 40 & 42 Sales Tax
- Annual contributions to the Special Capital Reserve Fund per proposed policies
- Accumulated funds in the Special Capital Reserve Fund & School Capital Reserve Fund

Camden County CIP
2024-2029

7

Revenue Sources & Debt Service			
Resources	Project Types	Advantages	Disadvantages
Pay As You Go	Assets with short useful lives, or where most of benefit is achieved early	Saves interest and other costs of issuance	Limits funding for capital needs
	Assets for which matching local funds are required	Preserves financial flexibility	Creates an uneven flow of expenditures
	Assets that are not expensive to acquire and relative to the total Pay As You Go plan	Protects borrowing capacity	
	Projects can be phased with reasonable annual expenditures	Enhances credit quality	
General Obligation Bonds	Assets with long useful lives	Permits governments to acquire assets as needed	Adds financial and administrative costs of procuring capital assets
	Projects that are expensive to acquire or that exceed the capacity of the Pay As You Go plan	Levels out capital expenditures	Limits flexibility by committing revenues for life of the bond issue Requires voter approval
Certificates of Participation	Projects that are expensive to acquire or that exceed the capacity of the Pay As You Go plan	Permits governments to acquire assets as needed	Interest cost may be higher relative to issuing debt
	Used frequently for purchases of equipment, buildings and real property	No voter approval	
Grants	Assets qualifying for grant assistance	Expands size of capital program with little or no cost to local taxpayers	Limited amount of unrestricted grants availability Added administrative or compliance costs
Private Contributions	Facilities adjacent to private properties	Lowers government capital and/or operating costs	Added staff time required to identify contributors and coordinate activities

Camden County CIP
2024-2029

8

Funding Method for County Capital Reserve Fund

Land Transfer Tax: The Land Transfer Tax is placed in a Capital Reserve fund to support projects in the Capital Improvement Plan and transfers from General Fund balance when it is in excess of targeted levels (Resolution No. 2007-06-04). It is projected that the Land Transfer tax will generate approximately \$750,000 in FY 2023-2024. These funds are applied to approved capital projects and debt service. Currently \$.01 of the county-wide ad valorem tax rate generates approximately \$168,810 in taxes collected by Camden County.

School Capital Reserve Fund

The School Capital Reserve Fund will continue to be the primary means the county uses to fund school capital projects. Currently capital projects are funded by that portion of the Article 40 & 42 sales tax that is earmarked for school construction by the state. The county also may request funds through the State Public School Building Capital Fund. Lottery proceeds are annually appropriated to this Fund and reserved for School Capital projects. Articles 40 & 42 Sales Tax will generate approximately \$675,000 annually that goes into the School Capital Reserve Fund. It needs to be noted that falling tax revenue is going to be a problem for Camden County due to the COVID-19 virus. Sales taxes on retail, restaurants and hotel rooms are all taking a hit, as is the state's income tax. From a finance perspective it is this unknown that local leaders need to be very cautious with moving forward with increasing debt.

Enterprise Fund

South Camden Water & Sewer District: The South Camden Water & Sewer District is an Enterprise Fund that provides water and sewer to residents of Camden County who live in the Courthouse and Shiloh Townships. Water service is available throughout the two townships and sewer service is available only in a smaller area that is along the US158 / NC343 corridor. The County did make sewer available in the Core village of South Mills due to failing septic systems a few years back. This fund has been in operation since 1996.

A Reverse Osmosis Water Treatment Plant was constructed and became operational in 2002 along the Pasquotank River in Camden Township near the central area of the county. This facility was built with partial funding from the NC Rural Center.

There are two Wastewater Treatments Plants constructed and in operation in South Mills township and the Courthouse township. The most recent in Courthouse which was partially funded through an EDA Grant.

County Fire Districts

There are two fire districts in the county, the South Mills Fire District and the Courthouse-Shiloh Fire District. The South Mills Fire Department station is located on Keeter Bam Road near South Mills. The South Camden Fire Department has a fire station located on Sawyers Creek Road near the Courthouse with a second station located in the Shiloh Community along NC343 South. Residents in both districts currently pay a total of .05 tax (.01 fire tax plus a .04 general fund contribution). These revenues fund the operation and capital needs of the fire departments. The county has contracts with both volunteer fire

Camden County CIP
2024-2029

9

departments detailing how the fire commissions will oversee the operation of the fire departments which includes special approval of all expenditures of \$5,000 or more. In consideration of the current revenue generated from property tax county-wide, it is expected that both districts will have adequate funds to provide for their operational needs and debt service for capital needs for the next five years.

Adoption of Unified County Government

In May of 2006 the voters of Camden County approved the adoption of Unified County Government. Effective July 1, 2006 the change was implemented granting Camden County both the powers of a county as well as those of municipal government (excluding the creation of a police department). This change in form of government restricts the creation of any other municipal governments within the county thus assuring citizens of only one layer of local government and one layer of taxation.

Utility Franchise Tax: A major benefit of the change in form of government is that it allows the County to receive a quarterly allocation of the Utility Franchise Taxes which are typically only received by municipalities. As the County grows and develops additional commercial tax base this allocation increases.

Capital Project Narrative Descriptions:

The Capital Project narratives are organized in the following categories:

- Approved/Funded** - Approved and Funded by vote of the Camden County Board of Commissioners;
- Recommended/Unfunded** - Recommended projects by the Camden County Manager but currently Unfunded; and
- Identified/Unfunded** - Projects that have been identified by Staff but currently not funded.

Camden County CIP
2024-2029

10

Capital Project Narratives

A. Approved/Funded:

1. Administration Complex Phase II Modified

Project Description: Construction of an Administration Complex that will serve the needs of county residents in a safe and efficient manner. This project will be built in three phases. The Library (1st Phase) was completed June 2022. The 2nd Phase consists of the construction of the Recreation Center/Senior Center. The 3rd Phase will consist of an Administration Building.

Priority Level: 1

Define Problem: By using existing properties, the relocation of Tax, Water, & Planning will occur in 2023; and the Sheriff's Office will also assume an outbuilding in the Court House Complex to relieved some crowding issues within their office suite. The long-term goal will be to house all administrative facilities on one campus, and allow for the Sheriff's Office to absorb the entirety of the building they current co-occupy with Parks and Recreation and the Senior Center. Phase III will include the construction of a building to house the following departments: County Manager's Office, Human Resources, Finance Office, Tax Administration, Utilities, Planning & Inspections Department Parks & Recreation, Senior Center. The Community needs a Parks & Recreation/Senior Center designed for that purpose.

Recommended Solution: Construction of a Parks & Recreation/Senior Center building on the acreage already purchased across the road from the Courthouse Complex.

Alternatives: Continue business in current structure.

Stage of Project: County purchased 7.69 acres across the road from the Courthouse Complex. A formal space-needs study was conducted by Wooten Company in March 2016. An architectural design firm will need to be secured to develop plans for a design build model of construction.

Relation to Other Projects: Completion of this project will free up space currently occupied by the Senior Center for use by the Sheriff's Office. It will also allow for the demolition of the space that is currently occupied by the Planning Department, Water and Sewer, and Tax Administration.

Professional Design Work Detail: Design services will be solicited to work on a design build model of construction.

Operating Impact: Increased efficiency in daily operations and improved services to the public.

Camden County CIP
2024-2029

11

2. Broadband

Project Description: Eastern Shore Communication is working with NCDOT and NCDENR (North Carolina Department of Environment and Natural Resources) to secure county wide permits in order to continue to install fiber along Route 343 North and South. Environmental is all complete and signed off through USDA.

Priority Level: 1

Define Problem: There is a critical lack of internet and broadband infrastructure throughout the entire County. The COVID-19 pandemic has proven that internet access is paramount in communicating when in a lock down situation. There has been significant improvement with hardware acquisition and installment however there is much more to do before the County will be to a point covering 95% of the area with internet accessibility.

Recommended Solution: Continue to install fiber and wireless hardware throughout the County and provide affordable and competitive prices to the citizens. Also continue to seek out grant opportunities and enlist other outside agencies as needed to move this project along.

Alternatives: N/A

Stage of Project: Phase 1 would bring fiber from the North Water Tower to the South Water Tower via the County Office and Library (Community Center). The point of connection to MCNC (Microelectronics Center of North Carolina) will be at the Shipyard Road/343 intersection. Phase 1 would bring fiber from the North Water Tower to the South Water Tower via the County Office and Library (Community Center). The point of connection to MCNC (Microelectronics Center of North Carolina) will be at the Shipyard Road/343 intersection. ESC is also extending the fiber to the Camden Business Park and is moving forward with fiber installation in the Shiloh area of the County.

Relation to Other Projects: Broadband installation throughout the County will improve communications with other business, education, and global networks. This will also have a positive impact on emergency response times of local first responders.

Professional Design Work Detail: Eastern Shore Communications has performed a feasibility study for Camden County and is well on the way to having internet access from the Courthouse area to the Camden Commerce Park in South Mills.

Operating Impact: Increased internet coverage accessibility for 75 % of Camden County.

Camden County CIP
2024-2029

12

3. New High School

Project Description: Construction of a new High School/Early College campus with capacity for 800 students. Campus will include parking and athletic facilities.

Priority Level: 1

Define Problem: The current campus does not meet the needs of a modern high school facility. Buildings are over capacity and the use of mobile classrooms to hold the early college does not allow for growth in this portion of the school. Current athletic facilities are scattered and insufficient to meet the needs of the athletic program. A bond referendum from November 2020 led to vote to add up to \$33 million to the construction costs for the school. As of July 2022 the Board of Education has secured \$50million in needs based funding grants from the State.

Recommended Solution: Construction of a new High School/Early College Campus.

Alternative: Do nothing and remain at existing campus.

Stage of the Project: M.B. Khan Construction Company Inc. has been contracted to conduct a design build of a new high school. The size and layout of the facility are being modified to ensure the site on 343N is adequate.

Relation to Other Projects: None

Professional Design Work Detail: M.B. Khan Construction Company Inc. has been contracted to conduct a design build of a new high school. The size and layout of the facility are being modified to ensure the site on 343N is adequate.

Operating Impact: Construction will likely commence 12-18 months from May of 2023. The Construction time period will be approximately two years. The new campus should open in Fall of 2027.

Camden County CIP
2024-2029

13

4. Treasure Point Rural Education Center

Project Description: Construction of the Treasure Point Rural Education Center to house the NC State Cooperative Extension Offices, Soil & Water Conservation Officer, and 4H.

Priority Level: 1

Define Problem: The NC State Cooperative Extension Offices, Soil & Water Conservation Officer, and 4H are currently operating out of a mobile office trailer. There is inadequate storage and no public meeting space. Cooking classes have to be arranged with other facilities and summer camps are limited to fair weather days.

Recommended Solution: Construction of a facility to include offices, demonstration kitchen, and large meeting room along with ancillary storage and restroom facilities. The Campus will have new improved parking and a new septic system.

Alternatives: Make no changes

Stage of the Project: A PARTF grant was secured in 2022 in the amount of \$452,000.00 towards the construction of the new facility. An architectural firm has been selected and final design will commence in 2023 with construction slated to begin in 2024 and completion in Summer 2025.

Relation to Other Projects: This new facility will allow for the elimination of the mobile office trailer from the future administrative campus.

Professional Design Work Detail: Mark Kasten of Cahoon and Kasten Architecture will lead the design/build process for this project. The Board of Commissioners voted at the March 2023 meeting to secure the services of this firm.

Operating Impact: The new facility will increase the work load of the Buildings and Grounds Division. Public use of the building is planned, and additional resources will be necessary to maintain the facility for this use.

Camden County CIP
2024-2029

14

5. Emergency Medical Services Department

Project Description: The creation of a new Emergency Medical Services (EMS) Department to provide County owned and operated emergency medical services 24 hours a day to residents and visitors in Camden County.

Priority Level: 1

Define Problem: Camden County currently contracts for 12 hour in-county EMS with Pasquotank County. Residents and visitors deserve 24 hour in-county coverage with Camden County supervision and oversight of services.

Alternatives: Continue to contract with Pasquotank County with anticipated costs increases for 24 hour service and separate quarters for staff.

Stage of Project: A director position was been included in the 2023-2024FY Budget. That position should be filled in June 2024. \$100,000.00 has been set aside to acquire refurbished equipment however the County was the recipient of a \$900,000 grant from the State and used those funds to purchase three new ambulances. FY 24-25 will be when the system is permitted and staffed in preparation for a spring 2025 launch.

Relation to Other Projects: None

Professional Design Work Detail: N/A

Operating Impact: The creation of a new department will bring new staffing needs and new administrative costs. Once the contract with Pasquotank is terminated, the costs from the contract will be used to partially fund the department along with insurance collections.

Camden County CIP
2024-2029

15

6. South Mills Boat Ramp and Park

Project Description: Obtain property and construct a small Community Park in the South Mills Township area.

Priority Level: 3

Define Problem: As the County's population grows, demand for recreation space and activities will increase. Parks are an integral element of strong communities and promote healthy living activities, especially when located in or in close proximity to residential areas. Currently all county park facilities are located in the courthouse township at Grandy Elementary School. The distance from South Mills to the one central community park is an obstacle to pursuing both organizational and independent recreation, and the existing community park has little if any room for expansion of park or parking areas.

Recommended Solution: The acquisition of approximately 42 acres of land adjacent to the Dismal Swamp Canal with the purchase of the South Mills Water Association will allow the County begin planning for construction of a community park with both active and passive recreation areas including baseball/sooccer fields, playground equipment, and picnic shelter. Limited funding may be generated from requiring fees in lieu of land dedications for new residential subdivisions. As part of this process, the County is pursuing the construction of a boat ramp and parking area adjacent to the canal.

Alternatives: N/A

Stage of Project: Land Acquisition should occur with purchase. Master Planning the site is proposed in the FY 24-25 budget.

Relation to Other Projects: Allows expansion of outdoor recreational offerings.

Professional Design Work Detail: None started at this time. Will need a master plan to ensure effected use of the property and community engagement to meet the needs of the citizens.

Operating Impact: The project will increase Parks and Recreation operations and maintenance budget and will likely bring on the need to add one additional staff person.

Camden County CIP
2024-2029

16

7. South Mills Waste Water Expansion and Disposal (Plant)

Project Description: The South Mills Wastewater Treatment Plant will need additional treatment capacity and disposal to handle the increased flow demands from the residential developments that are currently proposed. A PER was conducted to evaluate the options for increased wastewater treatment capacity and the cost for each. The cost to add 100,000 GPD of capacity to the existing treatment plant and disposal was approximately \$9M. This expansion would handle the first two building phases in the residential development and provide information on how much additional treatment capacity is needed.

Priority Level: 1

Define Problem: Current Treatment Plant has approximately 10,000 GPD of treatment capacity left and two large residential subdivisions are under development.

Recommend Solution: Construct additional capacity at the existing wastewater treatment plant.

Alternatives: Build a new wastewater treatment plant, or require developer to build a wastewater treatment plant to handle wastewater flow produced by new development.

Stage of the Project: A P.E.R. was completed to determine the most cost-effective alternatives for increased wastewater treatment capacity.

Professional Design Work Detail: None to date.

Operating Impact: The operating impact would be minimal.

Camden County CIP
2024-2029

17

B. Recommended/Unfunded:

1. US 158 Sidewalk Extension

Project Description: Creation of a safe pedestrian environment with the construction of side walks in the area of the 158 and 343 intersection.

Priority Level: 3

Define Problem: The development of the Courthouse Township as a commercial center around public uses such as Camden High School, the US Post Office, and future County community complex is leading to increasing commercial uses and pedestrian activity among the uses. It is important to accommodate the existing and future pedestrians with sidewalks to reduce conflicts with automobile traffic and to encourage walking.

Recommended Solution: Require private development to install sidewalks within developments and construct public sidewalks to develop an eventual sidewalk network within the core area. The first section of sidewalks has been constructed around the Town Center project and in front of the high school.

The proposed project is to extend the existing sidewalk in front of the high school approximately 1900 linear feet to the Camden Square shopping and restaurant center. A&E cost approximately \$8,500 and is included in cost estimate.

Alternatives: None

Stage of the Project: As stated above some sidewalk exists in the area and the recently adopted Unified Development Ordinance (UDO) requires sidewalk in new development. Project will require engineering and construction.

Relation to Other Projects: This project is will enhance and support new and existing businesses in the Courthouse area.

Description of Land Needs: Project would be constructed in NCDOT Right of Way (ROW) and require encroachment permits.

Professional Design Work Detail: None

Operating Impact: County would be responsible for maintenance of sidewalk and any surrounding landscaping.

Camden County CIP
2024-2029

18

2. South Mills Waste Water Treatment Plant (High Rate Filtration Pond)

Project Description: Increase wastewater disposal capacity to prepare for increased flows from sanitary sewer expansions.

Priority Level: 3

Define Problem: The increased wastewater flow as a result of increased residential and commercial development will require added wastewater disposal capacity.

Recommended Solution: Study the feasibility of higher rate infiltration ponds for wastewater disposal as opposed to the current spray field acreage located near the South Mills WWTP. The benefits include using less land area and lower operations and maintenance costs together with the ability to use this technology for adequate disposal during winter months

Alternatives: Continue to utilize the existing spray fields in South Mills Township.

Stage of the Project: Eastern Carolina Engineering has prepared a preliminary soils boring test analysis at the current WWTP spray fields site. The testing shows the soils at the spray field site would support the high rate disposal system.

Professional Design Work Detail: None to date.

Operating Impact: The operating impact will be minimal with the exception of normal wear and tear.

Camden County CIP
2024-2029

19

C. Identified/Unfunded:

1. Public Beach

Project Description: Provide protected shallow-water access to the public for swimming and sailing.

Priority Level: 3

Define Problem: Currently there is no protected shallow-water access for the public to swim or launch small watercraft. A public beach would allow for the access to the water and would encourage residents and visitors to enjoy the natural resources of the county.

Recommend Solution: Seek land in a suitable location to provide access, parking, and public facilities.

Alternatives: None

Stage of the Project: Research.

Professional Design Work Detail: None to date.

Operating Impact: Maintenance of new park space and infrastructure improvements would primarily affect the Parks and Recreation Department and Buildings & Grounds.

Camden County CIP
2024-2029

20

2. Dismal Swamp Trail Extension

Project Description: Complete the last section of the Dismal Swamp Trail to the Virginia state line, thus providing another off-road link in the East Coast Greenway.

Priority Level: 3

Define Problem: Significant investment was made in the early 2000s on the Dismal Swamp Trail. The trail currently terminates at the Dismal Swamp Welcome Center. The remaining portion north to the Virginia state line remains to be constructed. The completion of this link would provide safe cycling access to residents and visitor.

Recommend Solution: Prioritize state funding, seek interstate commerce grants to support the design work and construction for the project.

Alternatives: None

Stage of the Project: Research.

Professional Design Work Detail: None to date.

Operating Impact: Maintenance of new park space and infrastructure improvements would primarily affect the Parks and Recreation Department.

Camden County CIP
2024-2029

21

3. Dismal Swamp Canal Boating Amenities

Project Description: The provision of land-based facilities, such as restrooms, showers, laundry, fuel, pump-out, and a ship's store to provide service to boaters traversing the Dismal Swamp Canal.

Priority Level: 3

Define Problem: There is a lack of boater services between Elizabeth City and Chesapeake/Portsmouth Virginia. A facility that serves the Boaters would encourage visitors to stay in Camden instead of just passing through. The Welcome Center receives regular inquiries on the distance to amenities, and have to send them on to Elizabeth City or Virginia leading to potentially lost revenue.

Recommend Solution: The County could seek land adjacent to the Canal that would provide access and support the landward facilities. Solicit private investment supported through an updated Comprehensive Plan. Work would have to be closely coordinated with the Army Corp of Engineers.

Alternatives: None

Stage of the Project: Research.

Professional Design Work Detail: None to date.

Operating Impact: A privately operated facility would have minimal operating impact to the County, but has the potential for tax revenue generation.

Camden County CIP
2024-2029

22

4. New South Mills Convenience Center & Transfer Station

Project Description: A new larger convenience center and new transfer station to serve the residents of South Mills.

Priority Level: 2

Define Problem: The currently convenience center is undersized and difficult to navigate if there are multiple customers present. It is also difficult to service for the contractor. The County uses a transfer station in a neighboring jurisdiction paying fees for the service.

Recommend Solution: The County should seek land that is adequately sized to provide service to current and future development in South Mills. The site should be centrally located and easily accessible to the contractor.

Alternatives: None

Stage of the Project: Research.

Professional Design Work Detail: None to date.

Operating Impact: Maintenance of new facility and infrastructure improvements would primarily affect the Building & Grounds Division of Public Works.

Camden County CIP
2024-2029

23

Chair Munro opened the floor for public comment. There were no public comments.

Motion to close the public hearing.

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

Motion to approve the 2024-2029 Capital Improvement Program as presented.

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

C. Camden Yards, LLC Application for Zoning Map Amendment

Motion to open the public hearing.

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

Amber Curling presented the staff report for Camden Yards, LLC Application for Zoning Map Amendment.

Camden Yards LLC has requested a map amendment for approximately 1010 acres from the from Highway Commercial (HC) and Light Industrial (LI) Zoning Districts to Planned Development (PD) Zoning District. The 1010 acres is currently being used for Farmland and in the South Mills Township.

The neighborhood meeting was held on October 23, 2023. The Planning Board on April 17, 2024 voted unanimously, recommending denial of the Rezoning Application.

The proposed zoning map amendment is inconsistent with the 2005 CAMA Future Land Use Plan which has the property identified as Industrial and Conservation.

The proposed zoning map amendment is inconsistent with the 2012 County's Comprehensive Future Land Use Map which has the property identified as Mixed-Use Employment and Rural Preservation.

The application in its entirety is available for public review in the County Planning Department.

STAFF REPORT
Ordinance 2024-06-02
UDO 2024-02-103
Zoning Map Amendment

PROJECT INFORMATION

File Reference: 2024-02-103
Project Name: The Crouse Tract
Pin: 01-7008-00-26-3513.0000

Applicant: Camden Yards, LLC
Address: 417-D Caratoke Highway
Moyock NC, 27958
Phone: 252-435-2718
Email: jold@qghoc.com

Current Owner of Record: Camden Yards, LLC
Address: 417-D Caratoke Highway
Moyock NC, 27958
Phone: 252-435-2718
Email: jold@qghoc.com

Meeting Dates:
October 23, 2023 **Neighborhood Meeting**
April 17, 2024 **Planning Board Meeting**

Application Received: 2/15/2024
By: Amber Curling, Planning

Application Fee paid: \$10,650 Ck1021

Completeness of Application: Application is generally complete

Documents received upon filing of application or otherwise included:

- A. Rezoning Application
- B. Deed
- C. Neighborhood Meeting Summary
- D. Proposed Agreement Exhibits
- E. Proposed Development Agreement
- F. Proposed Fiscal Impact Statement
- G. Proposed Master Plan
- H. Proposed Terms & Conditions with Schedule

Request: Camden Yards LLC is requesting a Zoning Map Amendment from Highway Commercial and Light Industrial zoning districts to Planned Development zoning district.

Description: The parcel identified with pin number 01.7082.00.26.3513.0000, consisting of approximately 1010 acres, is located on the southeast corner of US Hwy 17 and Ponderosa Drive in the South Mills Township. The parcel consists of approximately 110 acres on US Hwy 17 of Highway Commercial. The remaining acreage is zoned as Light Industrial

Rezoning from the following Zoning Districts of Highway Commercial and Light Industrial:

Highway Commercial Zoning District 151.3.6.5

The Highway Commercial district is applied to lots along the County's major roadways (e.g., US 158, US 17, NC 34, and NC 343) and is intended for automobile-oriented commercial development as well as large floorplate commercial uses and uses that require or generate truck traffic. The district also accommodates agricultural and institutional uses as well as higher density residential uses with a special use permit. New development in the HC district is grouped and configured to ensure regular lateral vehicular and pedestrian access along major transportation routes as a means of establishing a well-connected transportation system. New development is configured to maintain high visual quality along the major roadway, or is fully screened from view. Sufficient spacing and screening is included along lot lines shared with adjacent residential zoning districts to ensure compatibility. New commercial and multi-family developments in the district are subject to the design standards in Article 151.5 Development Standards.

Light Industrial Zoning District 151.3.6.7

The Light Industrial district is established to accommodate agricultural and light manufacturing uses, including assembly, fabrication, processing, distribution, storage, and wholesales sale of finished or semi-finished products from previously prepared materials. The district also allows commercial activities intended to serve the primary businesses in the district and their employees. Uses allowed in the district do not require large amounts of land or large building areas for operation nor large yard areas for isolation or protection from adjoining premises or activities. Activities take place almost entirely indoors and result in minimal exterior movement of vehicles, materials, and goods in areas around the district. Buildings are situated so as to have minimal visual impacts, and are well-screened from adjacent lower intensity uses. Heavy industrial uses and uses with significant adverse impacts on adjoining lands are prohibited. Single-family detached homes and other low-intensity uses which could interfere with industrial operations are also prohibited.

Rezoning to the following Zoning District of Planned Development:

Planned Development (PD) Purpose Statement (Article 151.3.6.3)

The Planned Development (PD) district is established and intended to encourage innovative land planning and site design concepts that support a high quality of life and achieve a high quality of development, environmental sensitivity, energy efficiency, and other County goals and objectives by:

- Reducing or diminishing inflexibility or uniform design that sometimes results from the strict application of zoning and development standards designed primarily for individual lots;
- Allowing greater freedom in selecting the means of providing access, open space, and design amenities;
- Allowing greater freedom in providing a well-integrated mix of residential and nonresidential land uses in the same development, including a mix of housing types, lot sizes, and densities;
- Providing for efficient use of land resulting in smaller networks of utilities and streets and thereby lowering development and housing costs; and
- Promoting quality design and environmentally sensitive development that respects surrounding established land use character and respects and takes advantage of a site's natural and man-made features, such as trees, estuaries, shorelines, special flood hazard area, and historic features.

SITE DATA

Size of Lots: Approximately 1010 acres
Flood Zone: X and A
Zoning District(s): Highway Commercial (HC) and Light Industrial (LI)
Existing Land Uses: Farmland and Wooded

Adjacent Zoning & Uses:

	North	South	East	West
Zoning	Rural Residential, Suburban Residential, and Light Industrial	Highway Commercial and Light Industrial	Currituck County Line	US Highway 17
Use & size	Mining Pits, Residential Lots, Woods & Farmland	Woods	Woods	NA

Proposed Use(s) – The proposed use is a Planned Development Subdivision with Phasing consisting of residential lots and commercial lots.

INFRASTRUCTURE & COMMUNITY FACILITIES

Water: Not available
Sewer: Not available.
Fire District: South Mills Fire District.
Schools: Proposed zoning will have an impact on Schools.
Traffic: Proposed zoning will have impact on Traffic. A Traffic Impact Analysis will be required at development stage.

CONSISTENCY with PLANS and MAPS

2035 Comprehensive Plan

Consistent ☐ **Inconsistent** ☒

The proposed rezoning is inconsistent with the 2035 Comprehensive Future Land Use Plan which identifies the property as Mix Use Employment and Rural Preservation.

CAMA Land Use Plan Policies & Objectives:

Consistent ☐ **Inconsistent** ☒

The proposed rezoning is inconsistent with the 2005 CAMA Land Use Plan which identifies the property as Industrial and Conservation.

Comprehensive Transportation Plan

Consistent ☒ **Inconsistent** ☐

Property abuts US Hwy 17.

Other Plans officially adopted by the Board of Commissioners

N/A

SPECIFIC CAMA LAND USE QUESTIONS TO CONSIDER:

1. Does Camden County need more land in the zoning class requested?

Yes ☐ **No** ☒

Reasoning: The rezoning is inconsistent with the Future Land Use Plans. The majority of Planned Developments are located in the South Mills Township

2. Is there other land in the county that would be more appropriate for the proposed uses?

Yes ☐ **No** ☒

Reasoning: The majority of Planned Developments are located in the South Mills Township.

3. Is the request in accordance with the Camden County land use plan?

Yes ☐ **No** ☒

Reasoning: The rezoning is inconsistent with the Future Land Use Plans.

4. Will the request have serious impact on traffic circulation, parking space, sewer and water services, other utilities?

Yes ☒ **No** ☐

Reasoning: The proposed Plan Development would consist of over 1500 dwelling units and commercial properties.

5. Will the request have an impact on other county services, including police protection, fire protection or the school system?

Yes ☒ **No** ☐

Reasoning: The proposed Plan Development would consist of over 1500 dwelling units and commercial properties.

6. Is there a good possibility that the request, as proposed, will result in lessening the enjoyment or use of adjacent properties?

Yes ☐ **No** ☒

Reasoning: Staff opinion is all uses permitted in the requested zoning classification should not cause any possibility of lessening enjoyment or use of adjacent properties.

7. Will the request, as proposed cause serious noise, odors, light, activity, or unusual disturbances?

Yes ☒ **No** ☐

Reasoning: All uses permitted in the requested zoning classification should not cause any serious noise, odors, light activity, or unusual disturbances.

8. Does the request raise serious legal questions such as spot zoning, hardship, violation of precedents, or need for this type of use?

Yes ☐ **No** ☒

9. Does the request impact any CAMA Areas of Environmental Concern?

Yes ☐ No ☒

Reasoning: All areas including environmental concern will be addressed through required permitting process of North Carolina State and Camden County. (CAMA permit, NCDEQ Erosion & Sediment Control permit, NCDEQ Stormwater permit, County drainage plan, etc.)

Summary:

CONSISTENCY with PLANS and MAPS

2035 Comprehensive Plan

Consistent ☐ Inconsistent ☒

The County's Comprehensive Future Land Use Map (Adopted 2012) shows the current parcel to be Mixed-Use Employment and Rural Preservation. The Mixed-Use Employment intended uses are businesses, light industrial, offices, research and development and related ancillary uses. Rural Preservation promotes the continued use of working lands and protection of environmentally sensitive lands from more intense development.

CAMA Land Use Plan Policies & Objectives:

Consistent ☐ Inconsistent ☒

The CAMA Land Use Plan was adopted by the Camden County Board of Commissioners on April 4, 2005. The proposed zoning change is inconsistent in that the CAMA Future Land Use Maps has the majority of property identified as Conservation. Small areas on the water are identified as Low Density Residential. Conservation is designated to provide for effective long term management of significant limited or irreplaceable areas.

The Industrial district is designed to provide space for industries, wholesale and warehouse facilities in operated in clean and quiet manner not obnoxious to adjacent properties. Conservation is designated to provide for effective long-term management of significant limited or irreplaceable areas.

Comprehensive Transportation Plan

Consistent ☒ Inconsistent ☐

Property abuts US Hwy 17.

Other Plans officially adopted by the Board of Commissioners

N/A

Recommendations:

Planning Board and Staff make the following recommendations:

Motion to approve Consistency Statement:

The proposed planned development zoning change is inconsistent with the 2035 Comprehensive Future Land Use Plan which has the property identified as Mixed-Use Employment and Rural Preservation. The proposed zoning change is inconsistent with the 2005 CAMA Future Land Use Plan which has the property identified as Industrial and Conservations.

Motion for denial:

Planning Board and Staff recommends denial of the Zoning Map Amendment Application (UDO 2024-02-103) and Ordinance 2024-06-02 as the rezoning request is inconsistent with the Camden County Future Land Use Plans.

Motion for denial of the Proposed Development Agreement

If the Board approves the rezoning:

A Motion to amend the Camden County Future Land Use Plan Maps is needed.

Upon inquiry by Commissioner Krainiak, Mrs. Curling explained that were the application to be denied, the current zoning would allow for 10-acre exempt tracts (exempt from subdivision requirements per NC General Statutes).

Jamie Schwedler, applicant's attorney and Mark Bissell, applicant's engineer, included the following in their presentations. The applicant's presentation in its entirety is available for public review in the County Planning Department.

- Site Data
 - 2790 17 US Hwy
 - 1009.1 acres
 - Zoned Highway Commercial and Light Industrial
 - Approximately 7 miles north of South Mills
- Land Use Planning Timeline
 - Early 2000s – Property zoned industrial, plans for landfill/waste treatment facility
 - 2005 – CAMA Land Use Plan approved
 - 2012 – Current LUP approved, plans for Eco-commerce park, nonresidential, economic development uses
 - 2022 – Virginia Commerce Park approved; Chesapeake and Virginia allocate millions of dollars to prepare site for industrial development
 - 2024 – Mixed-use needed for coming housing demand, commercial amenities, and land for needed public infrastructure
- CAMA Land Use Plan (2005)
 - Future Land Use: Industrial
 - Future Sewer Lines to Site
 - Proposed Industrial Park and Landfill
 - Development area not in a flood zone
- 2035 Comprehensive Plan (2012)
 - Comprehensive Plan has “the “the flexibility to consider and explore new opportunities that arise in the future that were not part of the discussions when the land use plan was developed.”
 - “Camden County will have a diverse and balanced economy that provides new business opportunities to employee citizens and provide goods and services and that will generate revenues to fund high quality government facilities and services.”
 - Corridor Master Plan (2011) policies to foster jobs, business opportunities, public revenue, and quality of life for citizens in this corridor.

- Coastal Virginia Commerce Park
 - Approximately 4,000 acres (1,435 acres in Phase I)
 - A little over ½ mile north of the Crouse Tract Planned Development
 - Financial commitment of \$14.3 million from Chesapeake’s Economic Development Authority for economic development, industrial use “mega-site” and additional funding from State of Virginia for site preparation
- Supporting Economic Development
 - Limited opportunities for housing and commercial around economic development site
 - Housing needed close to Coastal Virginia Commerce Park to support new workers coming to region
 - Limited housing supply within 1-, 2- and 5-mile radius
- Planned Development Master Plan (UDO Art. 151.2.3.19 & 151.3.7.2A)
 - Mix of institutional, commercial and residential uses for a variety of families
 - Commercial space fronting US 17 consistent with Comp Plan Mixed Use
 - Quality homes consistent with renderings, at low overall density (1.67 u/a)
 - 57 acres active open space, 300 acres of passive open space, 212 acres preserved wooded area
 - Sidewalks, boardwalks, nature trails, and a multiuse path
 - Clubhouse and recreational amenities with each phase
- Planned Development Terms & Conditions
 - Tentative Phasing Schedule (will be further defined at preliminary plat)
 - Wastewater treated by and development fees paid to County, unless it requests a private wastewater treatment plant be constructed
 - Dimensional standards for all types of development
 - Community form and design shall conform to the rendering provided as a part of the master plan
 - Transportation improvements per TIA recommendations (TIA at preliminary plat stage)
 - County potable water lines will be extended at developer’s expense, and adequate water flow demonstrated
 - Stormwater will be detained to the 100-year storm and system managed privately by HOA
 - 50’ vegetated buffers adjacent to existing residential
 - Environmental protection and continued monitoring of wetlands, woods, and stormwater facilities by owners’ association
 - Proposed: No more than 135 residential units shall be platted per year. The final plat for the first dwelling unit shall not be recorded prior to January 1, 2026. Land dedication for the public infrastructure shown on the PD shall be dedicated within Phase 1.
- Public Benefit Commitments in Phase 1
 - 25 acres of commercial space
 - 30-acre school/public use
 - 5.7-acre government facility site
 - 9-acre wastewater treatment site
 - 1-acre site for construction of a deep well for public water system
- Water & Sewer Commitments
 - Potable Water: extension of water line along US 17
 - Wastewater
 - ❖ Option A: Connection through County System; new Camden County 1,000,000-gallon treatment facility going into permitting; Sewer fees from planned development would more than fund capacity needed
 - ❖ Option B: Construct private wastewater facility on-site to serve residential, commercial and public users
- Development Agreement
 - Sets our framework for dedication of land to County
 - Sets out phasing and timing of developer-installed public facilities as project develops over time
 - Establishes vested rights for development
 - Provides a schedule of fees to be paid to the County to offset the costs of development
- Direct Revenue from Crouse PD & Development Agreement
 - Investment and Revenue Generated from Actual Crouse Master Plan
 - ❖ Would generate ~\$4.4M in property tax revenue for County annually
 - ❖ Generates ~\$1.8M in development fees, water and sewer fees in first year of construction
 - ❖ Generates \$6.9M in transfer taxes, other fees in first year of construction
 - Growth and Costs manageable over time due to phasing – no more than 135 homes/year
- Estimated Economic Impact
 - Investment and Revenue Generated*
 - ❖ Metro Area impact of ~1500 homes and apartments, adjusted for Camden County’s pro rata share
 - ❖ Would generate direct and indirect income of ~\$44.7M in first year of construction
 - ❖ Generates \$4.9M in taxes and revenue for County in first year

- ❖ Creates annually recurring local income of \$7.4M
 - ❖ 596 jobs created in first year, then 120 jobs per year recurring
 - Revenue exceeds Costs*
 - ❖ First year pro rata metro tax and revenue for County of \$4.46M
 - ❖ First year County expenses for public services of \$.450M
 - ❖ First year County net ~\$4M for just residential portion
 - ❖ Annually recurring costs to continue local services \$.91M
 - ❖ Annual recurring County net ~\$.6M
 - Revenue and economic growth help pay for capital improvement projects planned by County, such as new EMS stations, new high school, Public WWTP, South Mills Water Association
 - ❖ Construction and design jobs over 10-15 years to build out
- *Estimates per National Association of Home Builders December 2022 reports and methodology, calculated on Camden County's pro rata share of 9 counties and 10 cities in MSA area.*
- Zoning Map Amendment Review Standards (UDO 2.3.30.C.1-4): In determining whether to adopt a proposed zoning map amendment, the Board of Commissioners may weigh the relevance of and consider the following:
 - Whether the proposed zoning map amendment advances the public health, safety, or welfare;
 - Whether and the extent to which the proposed rezoning is appropriate for its proposed location, and is consistent with the purposes, goals, objectives, and policies of the County's adopted policy guidance.
 - Whether an approval of the rezoning is reasonable and in the public interest.
 - Other factors as the Board of Commissioners may determine to be relevant.
 - Reasonableness Factors for Rezoning - "[R]easonableness may consider, among other factors,
 - size, physical conditions, and other attributes of the area proposed to be rezoned
 - benefits and detriments to the landowners, the neighbors, and the surrounding community,
 - relationship between the current actual and permissible development on the tract and adjoining areas and the development that would be permissible under the proposed amendment
 - why the action taken is in the public interest; and
 - any changed conditions warranting the amendment"

NC General Statute §160D-605; UDO 2.3.30.b.7.e

Recap: Projected Sewer Needs and Revenue					Projected Sewer Needs and Availability							
*No more than 135 units per year, no recording before 2026					Year	South Mills WWTP Current Flow With Modest Growth	Add South Mills Landing @ 100 Units/Year	Add Camden Lakes Phase 1 w/ 2-year build-out	Add Crouse @ 135 Units/Year Beginning in 2027	Add Wharf's Landing 2 @ 50 Lots/Year Beginning in 2026	Total Projected Wastewater Flow	Available Capacity (Assumes 250 kgpd Phase 1 is Completed in 3 Years)
Phase	# of Residential Units at Buildout	Sewer Required Per NCDEQ (GPD)	Projected Actual Sewer Required (GPD)	Est. Connection Fees to be Paid to Camden County	Current	17,000	0	0	0	0	20,000	100,000
1	776	174,600	100,560	\$8,458,400	2025	18,000	15,000	0	0	0	43,000	100,000
2	340	78,190	52,127	\$3,706,000	2026	19,000	30,000	9,000	0	7,500	71,500	100,000
3	285	64,125	42,750	\$3,106,500	2027	20,000	45,000	18,000	20,000	15,000	124,000	350,000
4	289	65,025	43,350	\$3,150,100	2028	21,000	60,000	18,000	40,000	22,500	167,000	350,000
Total	1,690	381,940	238,354	\$18,421,000								

County Manager Burke inquired as to the source of sewer required by NCDEQ. Mr. Bissell explained that typically is 225 gallons per residential unit. Discussion between Manager Burke and Mr. Bissell followed in regard to the information listed on the state rules which outlines 120 gallons per day per bedroom, 240 gallons per day, versus the updated law amendment enacted by the General Assembly per Mr. Bissell, the suggested allocation of 75 gallons per bedroom.

Upon inquiry by Attorney Morrison in regard to estimated student count, Mr. Bissell responded according to studies, this type of development typically produces about .25 students per the elementary school and about .11 for the middle school and about .15 per lot for the high school.

Attorney Morrison asked Mr. Bissell whether his clients would be challenging the potential moratorium. Attorney Schwedler responded that no decision had been made in that regard as the County may choose for the development to provide its own water & sewer. Attorney Schwedler confirmed that this option is included in the Development Agreement as presented to the Board. She also clarified that Session Law 2023-137 Section 18, directs the Environmental Management Commission to amend the NCDEQ rule to reflect the flow to 75 gallons per day per bedroom. She further clarified that this application is a Planned Development with a Master Plan in terms and conditions and that unlike a general rezoning, the terms and conditions would be binding.

Attorney Morrison explained to the public the importance of the rezoning hearings in regard to land use decisions by the board and the effect that such decisions have on the legal use of the land.

Chair Munro opened the floor for public comment.

Melissa Linton of South Mills addressed the Board to express her opposition to the rezoning. Ms. Linton referenced a *Cost of Community Services* study, published by the American Farmland Trust & USDA. The study is used to determine fiscal contribution of existing land uses and generally shows that residential development is a net fiscal loss for communities. Ms. Linton urged the Board to deny the rezoning request.

Robert Nobles of South Mills addressed the Board to express his opposition to the rezoning. Mr. Nobles' comments included concerns in regard to the impact that this development would have on County services such as law enforcement, fire protection, schools and water, as well as future I-87.

Nicole Chick of South Mills addressed the Board to express her opposition to the rezoning. Ms. Chick's comments included concerns in regard to the difficulty that business owners currently face in acquiring employees.

Motion to close the public hearing.

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

Motion that the requested zoning map amendment is inconsistent with the 2035 Comprehensive Future Land Use Plan which identifies that parcel as Mixed-Use Employment and Rural Preservation. The requested zoning map amendment is inconsistent in that the CAMA Future Land Use Maps has the majority of property identified as Mixed Use, Industrial, Rural Preservation and Conservation.

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

Motion to deny Zoning Map Amendment Application (UDO 2024-02-103) and Ordinance 2024-06-02 as the rezoning request is inconsistent with the Camden County Future Land Use Plans. (Reasonableness Statement) The requested zoning change is inconsistent with the Camden County Future Land Use Plans which identify the property as Mixed Use Employment, Industrial, Conservation Rural Preservation.

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

Motion to not enter into the Development Agreement with Camden Yards, LLC.

RESULT:	PASSED [4-1]
MOVER:	Tiffney White
AYES:	Ross Munro, Troy Leary, Tiffney White, Sissy Aydlett
NOES:	Randy Krainiak

ITEM 6. OLD BUSINESS

A. South Mills Water Association Purchase

Manager Burke shared that the sale agreement documents have been presented to the County Attorney for signature.

ITEM 7. NEW BUSINESS

A. Tax Report – Lisa Anderson

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

OUTSTANDING TAX DELINQUENCIES BY YEAR

<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2023	288,500.93	26,189.50
2022	104,400.18	9,587.49
2021	67,747.73	7,293.70
2020	37,896.85	2,915.08
2019	21,444.10	1,807.43
2018	16,370.30	1,073.90
2017	11,167.13	1,287.30
2016	6,741.83	1,023.60
2015	6,026.72	628.26
2014	7,701.88	967.20

TOTAL REAL PROPERTY TAX UNCOLLECTED	567,997.65
TOTAL PERSONAL PROPERTY UNCOLLECTED	52,773.46
TEN YEAR PERCENTAGE COLLECTION RATE	99.38%
COLLECTION FOR 2024 vs. 2023	112,938.44 vs. 55,970.71

LAST 3 YEARS PERCENTAGE COLLECTION RATE

2023	97.26%
2022	98.84%
2021	99.22%

EFFORTS AT COLLECTION IN THE LAST 30 DAYS

ENDING April 2024
BY TAX ADMINISTRATOR

<u>944</u>	NUMBER DELINQUENCY NOTICES SENT
<u>32</u>	FOLLOWUP REQUESTS FOR PAYMENT SENT
<u>4</u>	NUMBER OF WAGE GARNISHMENTS ISSUED
<u>4</u>	NUMBER OF BANK GARNISHMENTS ISSUED
<u>20</u>	NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR TO DELINQUENT TAXPAYER
<u>0</u>	NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)
<u>0</u>	PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF TAX ADMINISTRATOR
<u>0</u>	NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO COUNTY ATTORNEY
<u>0</u>	NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR COLLECTION (I.D. AND STATUS)
<u>0</u>	REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS
<u>0</u>	NUMBER OF JUDGMENTS FILED

30 Largest Unpaid – Real

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	02-8943-01-17-4388.0000	13,155.05	3	THOMAS REESE	CAMDEN	301 JAPONICA DR
R	02-8934-01-18-8072.0000	8,982.74	1	ARNOLD AND THORNLEY, INC.	CAMDEN	146 158 US W
R	02-8943-01-06-9013.0000	8,599.42	3	JEWEL H. DAVENPORT	CAMDEN	WINDY HEIGHTS DR
R	02-8935-02-66-7093.0000	8,224.46	1	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	01-7999-00-62-3898.0000	7,288.42	1	MICHAEL ASKEW	SOUTH MILLS	257 A OLD SWAMP RD
R	03-8962-00-05-0472.0000	7,235.30	1	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	03-9809-00-23-4988.0000	7,110.90	1	WANDA H WELLS	SHILOH	104 HIGH RD
R	02-8934-01-29-4617.0000	6,852.05	1	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	03-8973-00-53-0748.0000	6,775.06	1	MORRIS L. KIGHT III	SHILOH	142 STANLEY LN
R	02-8916-00-39-5170.0000	6,754.28	1	DONALD RAY JONES	CAMDEN	670 343 HWY N
R	02-8954-00-43-8538.0000	6,516.41	1	BILLY ROSS FEREBEE	CAMDEN	237 PALMER RD
R	02-8935-04-63-0820.0000	6,424.62	1	BELCROSS PROPERTIES, LLC	CAMDEN	197 158 US E
R	01-7080-00-26-2396.0000	6,275.58	1	CHRISTOPHER A. KINDER	SOUTH MILLS	136 DOCK LANDING LP
R	03-8961-00-68-3593.0000	6,216.82	1	EDWARD LANE MOORE	SHILOH	169 RAYMONS CREEK RD
R	02-8945-00-41-2060.0000	6,166.67	1	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	03-8972-00-44-8500.0000	5,859.62	3	ABODE OF CAMDEN INC.	SHILOH	343 HWY S
R	03-8943-02-75-4196.0000	5,728.00	3	SHERILL M PRICE JR	SHILOH	115 COOKS LANDING RD
R	03-9809-00-24-8236.0000	5,639.69	1	GENE W IRBY	SHILOH	503 SAILBOAT RD
R	01-7090-00-64-6040.0000	5,538.76	1	LINTON RIDDICK	SOUTH MILLS	129 LILLY RD
R	01-7979-00-61-7358.0000	5,195.87	1	BERT LLC	SOUTH MILLS	HORSESHOE RD
R	01-7989-00-01-1714.0000	5,048.59	1	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8934-04-72-0416.0000	4,953.01	3	PAULINE JETTE	CAMDEN	238 COUNTRY CLUB RD
R	03-8971-00-23-2253.0000	4,850.43	1	ABODE OF CAMDEN, INC.	SHILOH	187 C THOMAS POINT RD
R	02-8934-03-43-2243.0000	4,770.85	1	CAROLYN MCDANIEL	CAMDEN	183 COUNTRY CLUB RD
R	03-8889-00-48-7259.0000	4,597.62	1	ROBERT AND JANETTE TEMPLETON	SHILOH	127 SAILBOAT RD
R	01-7969-00-79-1235.0000	4,544.56	1	CHARLES A GILLIKIN	SOUTH MILLS	111 NORTH POINTE RD
R	03-8971-00-54-7373.0000	4,509.93	1	DWAYNE HARRIS	SHILOH	125 ONE MILL RD
R	03-8972-00-54-4332.0000	4,474.17	1	GILBERT WAYNE OVERTON &	SHILOH	1330 343 HWY S
R	02-8944-00-75-7172.0000	4,382.24	1	KIM SAWYER	CAMDEN	110 MILL DAM RD N
R	01-8907-00-08-4393.0000	4,237.18	1	CARLTON HODGE WOOLARD SR	SOUTH MILLS	1010 343 HWY N

30 Oldest Unpaid – Real

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	02-8916-00-68-3801.0000	10	573.78	W. L. & BRENDA SAWYER	CAMDEN	343 HWY N
R	02-8935-02-66-7093.0000	9	8,224.46	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	02-8945-00-41-2060.0000	9	6,166.67	LASELLE ETHERIDGE SR. HEIRS	CAMDEN	168 BUSHELL RD
R	01-7989-00-01-1714.0000	9	5,048.59	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	02-8936-00-23-4750.0000	9	3,742.88	AARON DARNELL CHAMBLEE ET AL	CAMDEN	LAMBS RD
R	03-8965-00-37-4242.0000	9	3,272.05	DORA EVANS FORBES	SHILOH	352 SANDY HOOK RD
R	03-8962-00-67-1021.0000	9	3,099.18	CECIL BARNARD HEIRS	SHILOH	WICKHAM RD
R	01-7999-00-95-3587.0000	9	2,730.23	WALTER TURNER HEIRS	SOUTH MILLS	CAROLINA RD
R	02-8935-02-75-0867.0000	9	2,687.93	ED SIVELLIS HEIRS	CAMDEN	158 US W
R	03-8952-00-95-8737.0000	9	2,333.36	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	9	2,121.68	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7999-00-12-8596.0000	9	2,038.64	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7988-00-91-0179.0001	9	1,988.81	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8943-04-93-8214.0000	9	1,891.49	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7091-00-64-6569.0000	9	1,837.31	CLARENCE D. TURNER JR.	SOUTH MILLS	STINGY LN
R	03-8899-00-45-2682.0000	9	1,612.91	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8899-00-36-2719.0000	9	1,601.30	LARRY WELDON HEIRS	SHILOH	HIBISCUS RD
R	02-8926-00-13-6839.0000	9	1,481.35	NORTHEASTERN COMMUNITY	CAMDEN	123 TRAFTON RD
R	02-8935-01-07-0916.0000	9	1,303.20	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	02-8936-00-24-7426.0000	9	1,079.21	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	01-7090-00-60-5052.0000	9	882.83	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	01-7989-04-90-0938.0000	9	830.71	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	01-7989-04-60-1568.0000	9	788.26	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	9	769.42	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	02-8955-00-13-7846.0000	9	609.71	MARIE MERCER	CAMDEN	IVY NECK RD
R	03-9809-00-33-4725.0000	9	478.35	DENNIS CREASY	SHILOH	SAILBOAT RD
R	03-8980-00-61-1968.0000	9	444.14	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	01-7090-00-95-5262.0000	9	322.84	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-9809-00-54-8280.0000	9	305.43	RODNEY STEVEN SPIVEY &	SHILOH	SAILBOAT RD
R	03-8980-00-84-1828.0000	9	297.60	CARL TEUSCHER	SHILOH	220 BROAD CREEK RD

30 Largest Unpaid - Personal

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0004068	14,077.22	1	BAYSIDE FARMS, LLC	SOUTH MILLS	246 HORSESHOE RD
P	0002941	2,059.39	3	BARKER'S TRUCKING, INC	SHILOH	108 SASSAFRAS LN
P	0000295	1,126.07	5	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0003721	1,125.00	3	JIMMY'S TRUCKING & HAULING LLC	CAMDEN	127 TRAFTON RD
P	0001709	947.26	7	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0001721	823.09	3	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD
P	0003192	746.22	2	ROBERT JESSE-ALDERMAN HUDGINS	CAMDEN	409 343 HWY N
P	0000132	703.07	1	DAVID DUNAVANT JR.	CAMDEN	158 HWY E
P	0003878	652.43	1	RONNEY GILLIKIN JR	SOUTH MILLS	109 NORTH POINTE RD
P	0001046	641.80	1	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0003513	632.07	1	JULIE PORTER	CAMDEN	431 158 US W
P	0000297	594.58	1	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0003017	583.86	2	MARK STANLEY MICHALSKI	SOUTH MILLS	138 CAROLINA RD
P	0003512	562.02	2	WILLIAM ANTHONY POPE JR	CAMDEN	214 SMITH DR
P	0001104	505.14	2	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0001072	497.39	9	PAM BUNDY	SHILOH	105 AARON DR
P	0002525	434.51	2	JOSEPH VINCENT CARDYN	SHILOH	260 ONE MILL RD
P	0003547	408.71	3	NICHOLAS W. STOTTS	CAMDEN	431 158 US W
P	0001545	358.72	3	LOUIS RUGGERI	CAMDEN	390 CAMDEN CSWY
P	0003478	356.62	2	JOHN PETER LEARY	SOUTH MILLS	971 343 HWY N
P	0003415	354.93	3	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0000945	336.42	3	RAMONA F. TAZEWEEL	CAMDEN	239 SLEEPY HOLLOW RD
P	0003850	324.90	2	JOSHUA MICHAEL BAILEY	SOUTH MILLS	100 ROBIN CT W
P	0003773	312.36	3	SEVAN NERO BARTLETT	CAMDEN	197 HERMAN ARNOLD RD
P	0003662	305.93	3	JEFFREY CLAYTON COLLIER	CAMDEN	152 158 US W
P	0003842	302.89	1	BRANDON PREGMON	SOUTH MILLS	135 OLD FAMILY PL
P	0003892	296.52	2	NOAH KNOWLES	CAMDEN	319 IVY NECK RD
P	0001959	291.98	3	SHAWN H. LEARY	SOUTH MILLS	149 LINTON RD
P	0003075	283.72	3	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD
P	0002902	281.09	3	STEPHANIE AUSMAN	SHILOH	204 POND RD

30 Oldest Unpaid – Personal

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001709	9	947.26	JOHN MATTHEW CARTE	CAMDEN	150 158 HWY
P	0001046	9	641.80	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	9	497.39	PAM BUNDY	SHILOH	105 AARON DR
P	0000738	9	226.96	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001106	9	222.47	JAMI ELIZABETH VANHORN	SOUTH MILLS	612 MAIN ST
P	0001538	9	216.33	JEFFREY EDWIN DAVIS	CAMDEN	431 158 US W
P	0001694	9	128.34	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0000295	8	1,126.07	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000770	8	134.40	MARSHA GAIL BOGUES	CAMDEN	276 BELCROSS RD
P	0002921	8	120.68	CYNTHIA MAE BLAIN	SOUTH MILLS	122 DOCK LANDING LOOP
P	0000945	7	336.42	RAMONA F. TAZEWEEL	CAMDEN	239 SLEEPY HOLLOW RD
P	0002468	7	260.53	WANDA HERNANDEZ WELLS	SHILOH	104 HIGH RD
P	0002968	7	233.74	MICHAEL WILLIAM MAINELLO	SOUTH MILLS	237 KEETER BARN RD
P	0001150	7	136.45	WILLIAM MICHAEL STONE	CAMDEN	130 MILL DAM RD S
P	0001689	7	125.28	MICHAEL WAYNE MYERS	SOUTH MILLS	107 ROBIN DR
P	0002902	6	281.09	STEPHANIE AUSMAN	SHILOH	204 POND RD
P	0001512	6	256.17	JOHN WESLEY BURGESS, JR.	CAMDEN	431 158 USY W
P	0002942	6	118.75	JAMES P. VASILOPOULOS	CAMDEN	346 343 HWY S
P	0003513	5	632.07	JULIE PORTER	CAMDEN	431 158 US W
P	0003415	5	354.93	IVY MIRANDA BOGUES	CAMDEN	224 NORTH RIVER RD
P	0003075	5	283.72	PATRICK WAYNE BAUM	CAMDEN	186 B BUSHELL RD
P	0003414	5	263.43	EDWARD A. BILL	CAMDEN	152 158 US W
P	0003096	5	246.72	DANIEL ELWOOD BRIGHT	CAMDEN	109 JUNIPER DR
P	0003487	5	246.26	MICHAEL RONALD MAYO II	CAMDEN	146 BELCROSS RD
P	0003495	5	227.60	ALY MOHAMAD	SHILOH	100 BROAD CREEK RD
P	0003035	5	223.65	ROBERT HENRY LEE	SHILOH	121 BEECH TREE DR
P	0002978	5	218.23	JONATHAN LEWIS PUGH	SOUTH MILLS	206 MAIN ST
P	0003269	5	149.85	KIMBERLY STARR MUTTA	CAMDEN	290 NORTH RIVER RD
P	0003378	5	135.57	JAMES KELLEY WIGFIELD	CAMDEN	441 158 US E
P	0001721	4	823.09	CINDY MAYO	SOUTH MILLS	106 BINGHAM RD

Motion to approve the tax report as presented.

RESULT: PASSED [5-0]
MOVER: Tiffney White
AYES: Ross Munro, Troy Leary, Randy Krainiak, Tiffney White, Sissy Aydtlett

B. Resolution 2024-06-01: Salaries & Compensation for Various Boards and Commission – Erin Burke



Resolution No. 2024-06-01

A RESOLUTION OF THE CAMDEN COUNTY BOARD OF COMMISSIONERS SALARIES AND COMPENSATION FOR VARIOUS BOARDS AND COMMISSIONS FISCAL YEAR 2024-2025

Whereas, the Camden County Board of Commissioners desires to provide reasonable compensation for service on various boards and commissions of the County;

Now, Therefore, Be It Resolved that the Camden County Board of Commissioners meeting this 3rd day of June 2024 in Camden Village, Camden County, North Carolina does hereby amend the following salaries and compensation for the stated boards and commissions for the period beginning July 1, 2024 and ending June 30, 2025,

Section 1: BOARD OF COMMISSIONERS

Chair \$750.00 per month plus mileage.

Vice-chair/
Board Member \$725.00 per month plus mileage.

1. The monthly "salary" of the Board members shall be considered as compensation for regularly scheduled meetings of the board per the annual Meeting Calendar. Same day attendance at meetings will not be eligible for reimbursement – i.e., a closed session in advance of a board meeting.
2. Board members attending Special Meetings and Budget Work Sessions will be compensated at a rate of \$75 per meeting. Board members will be compensated up to \$75 for attendance at other board meetings to which they have been appointed and not already compensated for by those boards.
3. For purposes of reimbursement, eligible meetings would include those in which the board members serve and participate by virtue of their position and/or in representation of their position as a board member and/or are an invited "participant" by staff or agency/department and may include Association Ad Hoc Committee meetings, Ground Breakings and Ribbon Cuttings or any meeting at the request of the Board of Commissioners in the Commissioner's official capacity.
4. The following are not reimbursable expenses: Attendance to social occasions (banquets, meals (except as part of a participatory meeting), entertainment, sports, galas, fundraisers, clubs, etc.), or informal or telephonic conversations; alcoholic beverages, political contributions, tips greater than 18%, parking or

traffic violations / fines, entertainment expenses such as tickets to sporting events or theaters, and in room movies. For any fundraisers the board decides to attend, the County will pay for the ticket if the Commissioners agree that the event benefits Camden County residents and serves a public purpose. However, they will not receive meeting pay for attendance. (Must be non-partisan and non-profit.)

5. Attendance at Board appointed Board Meetings (i.e. Library, DSS, ADJ) will not be reimbursable to Commissioners who are not appointed to those boards unless they are requested to attend by the appointee who is unable to attend or at the request of the Board of Commissioners in the Commissioner's official capacity.
6. Commissioners with a commitment of greater than four (4) hours for travel and/or meeting out of the county (90-mile radius of the Courthouse) shall be compensated at a rate of \$150 a day.
7. Board members are required to submit in writing a payment request in the form of an expense report (via internal form) to the Finance Officer not later than the last business day of each month. The report will contain all expenses including compensation along with a description of the meeting, date, time and place.
8. Special meeting reimbursement requests that exceed seven (7) in a month will require Board approval.

Section 2: BOARD OF ELECTIONS

Chair Compensation - \$50 for meeting with Board. \$50 per day for Election Day, canvass day, and instruction day plus mileage.

Board Members Compensation - \$40 per meeting with Board. \$40 per day on Election Day and canvass day plus mileage.

Chief Judge Compensation - \$40 per day for instruction day and canvass day plus mileage. \$150.00 per day for Election Day plus mileage. \$20 for pick-up day.

Judges Compensation - \$20 for instruction day. Election Day at \$120.00 per day.

Assistants Compensation - \$20 for instruction day. Election Day at \$100.00 per day.

Section 3: PLANNING BOARD AND ZONING BOARD OF ADJUSTMENTS

Compensation - \$50.00 per meeting plus mileage.

Section 4: SOCIAL SERVICES BOARD

Chair Compensation - \$50.00 per meeting plus mileage.

Board Members Compensation - \$40.00 per meeting plus mileage.

Section 5: AGING ADVISORY COUNCIL

Compensation - \$40.00 per meeting, plus mileage and meal if required.

Section 6: RECREATION BOARD

Compensation - \$40.00 per meeting, plus mileage.

Section 7: JURY COMMISSION

Compensation - \$ 100 per day for work to compile jury list.

Section 8: ECONOMIC DEVELOPMENT BOARD

Compensation - \$40.00 per meeting, plus mileage.

Section 9: SENIOR CENTER BOARD

Compensation - \$40.00 per meeting, plus mileage.

Section 10: LIBRARY BOARD

Compensation - \$40.00 per meeting, plus mileage.

Section 11: POTENTIALLY DANGEROUS DOG APPEALS BOARD

Compensation - \$40.00 per meeting, plus mileage.

Section 12: AGRICULTURAL ADVISORY BOARD & FIRE COMMISSIONS

No Compensation

Section 13: ALL OTHER BOARDS AS APPOINTED BY THE BOARD OF COMMISSIONERS

Compensation - \$40.00 per meeting, plus mileage

Section 14: TRAVEL & MILEAGE REIMBURSEMENT

All Boards and Commissions are subject to the approved Camden County Travel Policy. Mileage will be computed based on home of record and return. Mileage will be reimbursed at the rate established by the Federal Mileage Reimbursement Rate for travel as allowed in IRS Publication 15 for all compensable meetings. Any volunteer or non-paid meetings will not qualify for travel or mileage reimbursement without Board of Commissioners approval.

Adopted this the 3rd day of June 2024.

ATTEST:

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

Ross Munro, Chair
Camden County Board of Commissioners



Motion to adopt Resolution 2024-06-01 Salaries & Compensation for Various Boards and Commissions as presented.

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

ITEM 8. BOARD APPOINTMENTS

A. ABC Board – Wayne Walston (extension of current term to October 2026 to allow for staggered terms per statute)

Motion to approve the Board Appointment as presented.

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

South Camden Water & Sewer District Board of Directors

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

Public Comments – None

Consideration of the Agenda

Motion to approve the agenda as presented.

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

New Business

A. Monthly Report – Chuck Jones

South Camden Water & Sewer Board				
Monthly Work Order Statistics Report				
Period: April 2024				
	Submitted Work Orders	Completed Work Orders	Percentage Completed	Status of Uncompleted Work Orders
Water/Distribution	72	72	100%	0
Sewer/Collection	0	0	100%	0
Collections/Distribution				
Water line locates			10	
Sewer line locates			5	
Water & Sewer locates same ticket			85	
Hydrants tested			12	
New services installed			1	
Water Treatment				
Total water treated			17 969 000 gallons	
Daily average			598 967 gallons per day (83% of capacity)	
Current capacity			720 000 gallons per day	
Waste Water Treatment				
Facility	Gallons per day	Permitted Capacity		
South Mills WWTP	6 474 gallons per day	100 000 gallons per day (6% Capacity)		
Courthouse Area WWTP	24 127gallons per day	50 000 gallons per day (48% Capacity)		
Ten work orders have been reviewed for accuracy				

2024 High Service Pump Flows

Month	Monthly Total	Average Daily Use
January 2024	18,510,758	.597,121
February 2024	15,736,140	.542,654
March 2024	16,815,820	.542,446
April 2024	17,969,000	.598,967
May 2024		.
June 2024		.
July 2024		.
August 2024		.
September 2024		.
October 2024		.
November 2024		.
December 2024		.
Yearly Totals		.

2024 SMWA USAGE

Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	211,900	170,400	172,767	237,100								
2	186,200	189,634	172,767	188,900								
3	211,600	189,633	172,767	172,400								
4	196,000	189,633	245,600	180,100								
5	203,267	168,400	184,200	204,100								
6	203,267	173,600	174,100	204,100								
7	203,267	175,500	180,300	204,100								
8	145,400	173,700	188,567	205,400								
9	192,600	187,600	188,567	196,800								
10	170,600	187,600	188,567	175,800								
11	227,500	187,600	189,400	180,600								
12	193,667	236,100	170,400	215,767								
13	193,667	165,100	179,600	215,767								
14	193,667	167,600	187,900	215,767								
15	194,000	177,600	230,800	214,000								
16	186,800	184,067	230,800	194,400								
17	197,800	184,067	230,800	208,700								
18	190,800	184,066	169,100	199,800								
19	212,667	197,100	177,200	194,533								
20	212,667	173,300	185,500	194,533								
21	212,667	172,700	181,500	194,533								
22	199,900	184,500	181,167	216,800								
23	181,200	187,500	181,167	166,100								
24	184,700	187,500	181,167	179,200								
25	181,700	187,500	180,600	167,400								
26	205,434	174,100	184,600									
27	205,433	177,500	171,600									
28	205,430	203,400	171,100	241,800								
29		165,500	191,267	241,800								
30			191,267									
31			191,267									

TOTAL	5,503,800	5,302,500	5,826,404	5,410,300								
Average	196,564	182,845	187,949	200,381								
Maximum	227,500	236,100	245,600	241,800								

SOUTH CAMDEN WATER & SEWER DISTRICT MONTHLY WATER REPORT													
month	active meters	work orders	locates	new serv	gallons sold	tap fees	total collected	gallons sold	sewer collected	sewer cust	gallons sold	sewer collected	sewer cust
					meters water			meters sewer	Core	Core	meters sewer	S. Mills	S. Mills
								Core			S. Mills		
2021													
January	2,229	102	107	1	14,409,048	\$8,000.00	\$129,184.92	527,020	\$7,987.76	54	291,760	\$3,098.79	88
February	2,232	87	108	3	12,472,543	\$28,000.00	\$160,585.13	551,050	\$8,593.99	54	228,970	\$3,738.52	89
March	2,240	86	152	1	12,047,251	\$12,000.00	\$150,411.28	503,510	\$8,656.06	54	208,440	\$3,597.83	89
April	2,251	65	139	5	14,759,968	\$66,833.00	\$192,635.30	565,960	\$9,257.62	54	201,240	\$3,348.69	89
May	2,256	88	115	2	15,271,509	\$4,000.00	\$141,268.11	617,470	\$9,195.13	54	322,120	\$3,572.33	90
June	2,261	101	92	2	15,376,790	\$4,000.00	\$153,214.83	523,050	\$9,215.37	54	261,700	\$3,274.74	89
July	2,272	87	104	0	14,246,240	\$98,967.00	\$243,922.11	500,330	\$9,368.09	54	236,290	\$3,936.63	90
August	2,276	89	125	4	17,838,990	\$4,000.00	\$139,706.73	531,930	\$7,445.29	54	455,480	\$4,238.87	90
September	2,283	120	92	3	13,813,320	\$16,000.00	\$174,303.27	619,170	\$7,978.48	54	418,660	\$3,268.90	90
October	2,287	95	81	0	14,815,201	\$0.00	\$127,114.75	1,196,860	\$9,904.44	54	315,360	\$3,746.87	90
November	2,293	72	39	2	13,763,517	\$3,500.00	\$145,643.68	770,130	\$16,643.68	54	264,430	\$6,370.61	90
December	2,298	86	58	0	13,930,906	\$0.00	\$145,160.49	761,500	\$12,600.22	54	286,870	\$4,002.82	89
2022													
January	2,298	90	108	0	13,739,659	\$4,000.00	\$136,306.83	555,880	\$11,704.03	55	244,676	\$3,781.90	89
February	2,299	108	82	0	12,108,415	\$2,500.00	\$135,512.42	589,080	\$9,851.08	55	234,674	\$3,980.47	89
March	2,275	90	77	1	12,047,251	\$65,667.00	\$194,073.56	503,510	\$7,234.28	54	237,641	\$3,557.94	87
April	2,320	82	91	5	22,574,098	\$8,000.00	\$117,609.55	716,960	\$10,988.75	54	257,949	\$3,588.01	88
May	2,328	95	71	1	13,617,980	\$16,000.00	\$160,306.33	674,480	\$13,045.03	54	269,770	\$3,335.55	89
June	2,334	126	91	2	16,466,975	\$35,700.00	\$166,905.67	624,410	\$8,810.69	56	267,930	\$3,404.49	88
July	2,339	121	97	1	16,136,579	\$500.00	\$142,712.18	542,530	\$11,113.40	56	253,630	\$3,135.85	91
August	2,345	129	50	1	14,628,312	\$4,300.00	\$155,258.49	523,100	\$8,497.51	56	280,139	\$4,187.02	91
Sept	2,346	96	96	0	15,285,732	\$8,000.00	\$149,488.63	2,346	\$8,986.17	56	293,411	\$3,618.25	91
Oct	2,349	84	125	1	14,538,209	\$16,300.00	\$159,619.57	738,250	\$10,157.62	56	312,640	\$3,676.01	90
Nov	2,351	76	89	2	13,309,510	\$12,200.00	\$154,779.18	777,510	\$10,759.43	56	282,225	\$4,064.97	90
Dec	2,354	86	78	0	12,132,198	\$300.00	\$144,828.03	723,210	\$14,333.64	56	273,925	\$4,131.12	90
2023													
January	2,352	87	124	0	24,185,560	\$77,001.00	\$207,841.11	625,700	\$11,788.69	56	356,585	\$3,805.19	89
Feb	2,362	73	83	3	12,828,862	\$16,300.00	\$143,633.26	759,740	\$8,371.22	57	189,330	\$4,049.99	89
March	2,365	74	95	4	12,465,862	\$13,967.00	\$152,264.00	669,430	\$12,870.57	58	178,400	\$4,262.81	85
April	2,372	80	74	2	13,002,292	\$16,200.00	\$149,165.83	823,450	\$11,612.19	58	305,060	\$3,368.05	85
May	2,375	89	204	2	13,361,244	\$14,467.00	\$158,428.61	606,290	\$11,070.58	60	217,790	\$2,669.83	85
June	2,381	90	24	1	20,802,455	\$28,100.00	\$168,578.13	689,200	\$11,199.22	60	234,090	\$3,817.58	85
July	2,390	65	74	0	22,567,978	\$4,000.00	\$185,382.89	621,528	\$10,979.56	59	269,370	\$3,636.70	84
August	2,392	57	111	1	18,177,536	\$17,667.00	\$144,487.45	632,482	\$9,869.06	61	279,490	\$3,222.69	82
Sept	2,398	63	53	1	26,509,735	\$8,000.00	\$156,868.21	811,834	\$10,510.54	61	273,090	\$3,915.30	82
Oct	2,397	130	56	2	12,881,724	\$0.00	\$166,859.48	189,613	\$14,027.26	60	315,820	\$3,828.18	82
Nov	2,397	206	69	1	21,221,672	\$42,500.00	\$173,217.73	1,330,357	\$6,759.66	61	261,025	\$3,658.54	85
Dec	2,400	75	65	1	13,689,890	\$0.00	\$173,067.45	841,209	\$18,516.89	61	285,730	\$2,946.04	87
2024													
January	2,400	112	30	1	22,069,376	\$8,000.00	\$183,857.26	498,511	\$16,857.22	61	296,760	\$4,665.47	87
Feb	2,401	76	60	5	16,274,414	\$4,000.00	\$117,817.13	716,679	\$8,311.88	61	263,055	\$3,562.03	87
March	2,400	87	71	1	14,153,472	\$11,334.00	\$170,210.00	673,630	\$8,089.58	61	236,475	\$3,298.59	88
April	2,410	72	80	1	12,591,422	\$154,925.00	\$295,617.61	489,300	\$10,409.16	64	272,460	\$3,847.68	87

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 Installed
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

Motion to approve the monthly report as presented.

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

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

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

Chair Munro adjourned the South Camden Water & Sewer District Board of Directors and reconvened the Board of Commissioners.

ITEM 9. CONSENT AGENDA

- A. BOC Meeting Minutes – Herein incorporated by reference; available for public inspection in the County Clerk’s office and via the County website.
- May 5, 2024
 - May 7, 2024
 - May 14, 2024

B. Budget Amendments

2023-24-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, 2024.

Section 1. To amend the General Fund as follows:

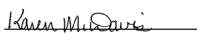
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Revenues			
10360510-434898	Grant Revenues	\$7,500	
Expenses			
105100-541000	K-9 Fund	7,500	

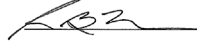
This Budget Amendment is made to appropriate funds received from the AKC Reunite Adopt a K-9 Cop grant to increase the K-9 Fund expense line.


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

Balance in Contingency \$40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 3rd day of June, 2024.


 Clerk to Board of Commissioners


 Chair, Board of Commissioners



2023-24-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, 2024.

Section 1. To amend the General Fund as follows:

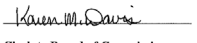
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses			
106200-502000	Salaries		5,500.00
106200-505000	FICA		420.75
106200-507000	Retirement		710.05
106200-507100	401 (k) Retirement		275.00
106200-574000	Capital Outlay	6,905.80	

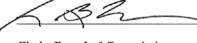
This Budget Amendment is made to appropriate funds that were not used from salaries and benefits to capital outlay.


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

Balance in Contingency \$40,000.00

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 3rd day of June, 2024.


 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 9th day of May 2024 passed the following resolution.


Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2024.

Code Number	Description of Code	Amount	
		Increase	Decrease
5200	Special Populations Services	32,550.00	
5800	School-Based Support Services	4,250.00	

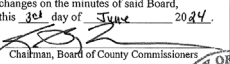
Explanation:


Total Appropriation in Current Budget	\$ 19,818,327.47
Amount of Increase/Decrease of Above Amendment	+ 36,800.00
Total Appropriation in Current Amended Budget	\$ 19,855,127.47

Passed by majority vote of the Board of Education of Camden County on the 9th day of May 2024.


 Chairman, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 3rd day of June 2024.


 Chairman, 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 9th day of May 2024 passed the following resolution.

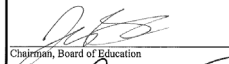
Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2024.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Services		1,700.00
5200	Special Populations Services		57.78
5400	School Leadership Services	2,867.29	
6100	Support & Development Svcs	1,700.00	
6500	Operational Support Services		98,788.00

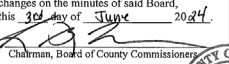
Explanation:


Total Appropriation in Current Budget	\$ 19,914,305.96
Amount of Increase/Decrease of Above Amendment	- 95,978.49
Total Appropriation in Current Amended Budget	\$ 19,818,327.47

Passed by majority vote of the Board of Education of Camden County on the 9th day of May 2024.


 Chairman, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 3rd day of June 2024.


 Chairman, 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 9th day of May 2024 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2024.

Code Number	Description of Code	Amount	
		Increase	Decrease
5300	Alternative Programs & Services	25,883.00	
6400	Technology Support Services	982.00	
6500	Operational Support Services	32,494.00	
Explanation:			
Total Appropriation in Current Budget		\$	19,854,946.96
Amount of Increase/Decrease of Above Amendment		+	59,359.00
Total Appropriation in Current Amended Budget		\$	19,914,305.96

Passed by majority vote of the Board of Education of Camden County on the 9th day of May 2024.

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 3rd day of June 2024.

Chairman, Board of County Commissioners
Karen M. Davis
Clerk, Board of County Commissioners

Budget Amendment
Camden County Schools Administrative Unit
Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 9th day of May, 2024 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2024.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		7,587.00
6800	System-Wide Pupil Support	7,587.00	
Explanation:			
Total Appropriation in Current Budget		\$	352,641.00
Amount of Increase/Decrease of Above Amendment		+	0.00
Total Appropriation in Current Amended Budget		\$	352,641.00

Passed by majority vote of the Board of Education of Camden County on the 9th day of May, 2024.

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 3rd day of June 2024.

Chairman, Board of County Commissioners
Karen M. Davis
Clerk, Board of County Commissioners



Budget Amendment
Camden County Schools Administrative Unit
Local Current Expense Fund

The Camden County Board of Education at a meeting on the 9th day of May, 2024 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2024.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Services	21,550.00	
5200	Special Population Services		13,269.62
5300	Alternative Programs & Services		4,763.00
6300	Alternative Programs & Services		3,517.38
Explanation:			
Total Appropriation in Current Budget		\$	3,443,856.00
Amount of Increase/Decrease of Above Amendment		+	0.00
Total Appropriation in Current Amended Budget		\$	3,443,856.00

Passed by majority vote of the Board of Education of Camden County on the 9th day of May, 2024.

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 3rd day of June 2024.

Chairman, Board of County Commissioners
Karen M. Davis
Clerk, Board of County Commissioners



Budget Amendment
Camden County Schools Administrative Unit
Local Current Expense Fund

The Camden County Board of Education at a meeting on the 9th day of May, 2024 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2024.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Services	50,000.00	
5200	Special Population Services		162.70
5800	School-Based Support Services		6,000.00
6500	Operational Support Services	250,000.00	
6600	Financial & Human Resources		750.00
6900	Policy, Leadership and Public	5,087.30	
Explanation:			
Total Appropriation in Current Budget		\$	3,143,856.00
Amount of Increase/Decrease of Above Amendment		+	300,000.00
Total Appropriation in Current Amended Budget		\$	3,443,856.00

Passed by majority vote of the Board of Education of Camden County on the 9th day of May, 2024.

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 3rd day of June 2024.

Chairman, Board of County Commissioners
Karen M. Davis
Clerk, Board of County Commissioners



Budget Amendment

Camden County Schools Administrative Unit

Federal Grant Fund

The Camden County Board of Education at a meeting on the 9th day of May 2024 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2024.

Code Number	Description of Code	Amount	
		Increase	Decrease
5200	Special Population Services		1,077.35
8100	Payments to Other Gov't Units		32.36
Explanation: Revenues increased for carryover funds			
Total Appropriation in Current Budget		\$	1,158,573.36
Amount of Increase/Decrease of Above Amendment		-	1,109.71
Total Appropriation in Current Amended Budget		\$	1,157,463.65

Passed by majority vote of the Board of Education of Camden County on the 9th day of May, 2024.

[Signature]
Chairman, Board of Education
[Signature]
Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this 3rd day of June 2024.

[Signature]
Chairman, Board of County Commissioners
[Signature]
Clerk, Board of County Commissioners



D. Pickups, Releases & Refunds

NAME	REASON	NO.
Currituck County Tax Department	Refund should be sent to Currituck (559980788) - Rodanthe Pier- \$441.71	Pick-up/23736 77705941
Lindsay Michelle Russell	Turned in plates - Refund \$126.13	Pick-up/23737 71454208
Randall Morris Marrs	Turned in plates - Refund \$119.05	Pick-up/23743 77352055

E. Refunds Over \$100

ACS Tax System
5/28/24 10:36:52

REFUNDS OVER \$100.00

Refunds to be Issued by Finance Office

CAMDEN COUNTY

Page 1

Refund\$ 102.46

Remit To: CORELOGIC CENTRALIZED REFUNDS
P.O. BOX 9202
COPPELL TX 750199760

Reference: 2023 R 02-8934-02-76-8977.0000
VALUE ADJ 02-8934-02-6-8977

Drawer/Transaction Info: 20240515 99 279846

102.46 Total Refunds

Submitted by Lisa S. Anderson

Lisa S. Anderson Tax Administrator Camden County


Date 5-28-24

Approved by Ross Munro

Ross Munro, Chair Camden County Board of Commissioners

Date 6-3-24

F. Vehicle Refunds Over \$100



North Carolina Vehicle Tax System

Pending Refund Report

REFUNDS OVER \$100.00 MAY, 2024

Report Parameters Report Date 5/28/2024 9:52:36 AM

County Camden

Refund Time Period May

Refund Fiscal Year 2023 - 2024

Refund Types Adjustment >= \$100, Adjustment < \$100, Proration, DMV Interest

Refund Status AUTHORIZED, PENDING

Report Run Date 5/28/2024 9:52:36 AM

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 2	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
CURRITUCK COUNTY TAX DEPT	ROANTHE PIER LLC	PLUMBLEE, TERRY HALL	P.O. BOX 9	CURRITUCK, NC 27929	Adjustment >= \$100	8077785941	FSHAPIER	AUTHORIZED	206307250	Refund Generated due to adjustment on bill #08077785941-2023-2024-0000-00	Change of County	5/16/2024	5/17/2024	1843	TAX	(\$435.74)	\$0.00	(\$435.74)
																Refund	\$0.00	\$443.71
MARRS, RANDALL MORRIS	MARRS, RANDALL MORRIS	MARRS, BARBARA JEAN	PO BOX 26	SOUTH HILLS, NC 27976	Proration	0877352055	REV8213	AUTHORIZED	206307370	Refund Generated due to proration on bill tag	Surrender	5/16/2024	5/17/2024	1843	TAX	(\$117.44)	\$0.00	(\$117.44)
																Refund	\$0.00	(\$1.61)
																Refund	\$0.00	\$129.85
RUSSELL, LYNDSEY MITCHELL	RUSSELL, LYNDSEY MITCHELL		134 DELCROSS RD	CAMDEN, NC 27921	Proration	0871454208	JOH8499	AUTHORIZED	206307298	Refund Generated due to proration on bill tag	Surrender	5/16/2024	5/17/2024	1843	TAX	(\$124.70)	\$0.00	(\$124.70)
																Refund	\$0.00	(\$1.43)
																Refund	\$0.00	\$126.13

Submitted by Lisa S. Anderson

Lisa S. Anderson, Tax Administrator Camden County

Date 5-28-24

Approved by Ross Munro

Ross Munro, Chair Camden County Board of Commissioners

Date 6-3-24

G. Emergency Medical Services Agreement

NORTH CAROLINA
PASQUOTANK COUNTY

EMERGENCY MEDICAL SERVICES AGREEMENT

THIS AGREEMENT is entered into this ____ day of May, 2024, by and between the **COUNTY OF PASQUOTANK**, North Carolina, a body corporate and politic existing pursuant to the laws of the State of North Carolina, ("Pasquotank"), and the **COUNTY OF CAMDEN**, North Carolina, a body corporate and politic existing pursuant to the laws of the State of North Carolina, ("Camden"):

WITNESSETH:

Recitals

The following recitals are incorporated as an integral part of this Agreement.

WHEREAS, Pasquotank currently owns and operates Emergency Medical Services, ("EMS"); and

WHEREAS, Pasquotank has provided emergency medical services to Camden for many years and the current agreement is set to expire on June 30, 2024; and

WHEREAS, the parties desire to enter into a new agreement for an additional one (1) year, designating the responsibilities and duties of each; and

WHEREAS, the General Statutes of North Carolina define Emergency Medical Services as "services rendered by Emergency Medical Services personnel in responding to improve the health and wellness of the community and to address the individual's need for emergency medical care within the scope of practice as defined by the North Carolina Medical Board in accordance with G.S. 143-514 in order to prevent loss of life or further aggravation of physiological or psychological illness or injury."

1

WHEREAS, Pasquotank and Camden are authorized by N.C. Gen. Stat. §160A-461, Article 20, to enter into contracts or agreements with each other to execute this undertaking.

NOW, THEREFORE, in consideration of the terms, conditions, and covenants expressed herein the parties agree as follows:

Section One Purpose of Agreement

The purpose of this Agreement is to continue the contractual relationship, which has existed for many years, whereby Pasquotank provides emergency medical services to Camden, within its corporate limits, in exchange for a monetary contribution.

Section Two Term

Section 2.1 – The term of this Agreement shall commence on July 1, 2024 and shall continue for one (1) year.

Section 2.2 - Either party may terminate this agreement on breach by the other. Examples of breach include failure to make payments as required or failure to provide Emergency Medical Services specified. These examples are not exhaustive but illustrative. If a party desires to terminate upon breach, it shall deliver written notice intent to the other by registered mail, certified mail or hand delivery. Termination shall not become effective until thirty (30) days after receipt of such.

2

Section Three Responsibilities of Parties

Section 3.1 – Responsibilities of Pasquotank: Pasquotank shall supply 24 hour Emergency Medical Services to Camden within its territorial limits for the term of this Agreement by providing a two (2) member crew and equipped ambulances for twelve (12) hours per day (7 days a week) based out the South Camden Volunteer Fire Department Station (Station 12) and South Mills Volunteer Fire Department Station (Station 14). Based upon peak call demand as determined by Pasquotank-Camden EMS, EMS crews will be based out of the South Camden VFD (Station 12) and South Mills VFD (Station 14) twelve hours per day, seven days per week. Twelve hour shifts shall be subject to change upon review of call demand data and recommendation of the Pasquotank-Camden Emergency Services Board.

All calls dispatched in Camden when the two contracted ambulances are not available within the established districts during the outlined times of this contract will be answered by Pasquotank County based ambulances from the nearest possible location. Pasquotank shall, however, continually provide emergency medical services to Camden twenty-four (24) hours per day. Units located at Stations 12 and 14 during the assigned 12-hour period will participate in System Status Management which allows for repositioning of ambulances to provide for the best coverages possible. This may require ambulances located in Camden County to move to geographical locations other than the physical fire department from which it is based. Dependent upon call volume, a Camden-based ambulance may respond to Pasquotank County in order to appropriately provide system-wide coverage during the designated staffed hours of this contract. In return, a Pasquotank-based ambulance may respond to Camden County in order to

3

appropriately provide system-wide coverage during the designated staffed hours of this contract. A copy of the PCEMS System Status Management Plan can be found in Attachment A.

Section 3.2 – Responsibilities of Camden: Camden shall pay the sum of \$710,265 for the period of July 1, 2024 to June 30, 2025 (fiscal year 2024-2025). Community Paramedicine Services are included in the annual fee. These Community Paramedicine services may include mass vaccination clinic assistance, patient visits, hospital readmission prevention and hospital discharge coordination. Additionally, Camden shall furnish an appropriate, secure facility for the two (2) ambulances as long as there are EMS personnel on duty and are on stand-by. Camden will also furnish telephone and internet access at its expense. Further, Camden agrees to regularly maintain the buildings to ensure they are inhabitable by EMS crews on a daily basis. Pasquotank will be responsible for damage to Camden's facilities resulting from gross negligence or intentional acts. Pasquotank will be responsible for damage to Camden's facilities resulting from gross negligence or intentional acts as determined by the Fire Chief, EMS Chief, and the County Managers.

Section Four Property

There will be no joint ownership of real or personal property pursuant to this Agreement, except as may be established by an amendment pursuant to Section 5.

Section Five Amendment

4

This Agreement may not be modified or amended except by subsequent written modification approved and authorized by the governing bodies of each party and signed by authorized representative of both parties.

Section Six
EMS Board

The Pasquotank-Camden Emergency Medical Service Board is hereby created, comprised of:

- 2 – Pasquotank County Board of Commissioners designees
- 2 – Camden County Board of Commissioners designees
- 1 – Medical Director
- 1 – Rescue Squad Chief
- 1 – Rescue Squad President
- 1 – Hospital Liaison
- 1 – Hospital Administrator

Each member shall have one vote. The Pasquotank and Camden County Managers shall serve as ex-officio, non-voting members. This Board (EMS Board) shall serve in an advisory capacity to the Pasquotank County Board of Commissioners regarding operation of the Emergency Medical Service Department. Any personnel matter involving an employee(s) of Emergency Medical Services shall be administered by Pasquotank County pursuant to its Personnel Policy.

Section Seven
Severability

If any provisions of this Agreement are held, for any reason, to be unconstitutional, unenforceable, invalid, or illegal in any respect, such decisions shall not affect or impair any of the remaining provisions and the parties shall, to the extent they deem necessary and appropriate,

5

take such actions to correct the unconstitutional, unenforceable, invalid, or illegal provision. It is the intent of the parties this Agreement would have been approved and executed had such unconstitutional, unenforceable, invalid or illegal provision been excluded.

Section Eight
Entire Agreement

This instrument contains the entire Agreement between the parties, and no statement, oral or written, made by either party or agent of either party that is not contained in this written Agreement shall be valid or binding.

Section Nine
Remedies

This Agreement is enforceable by all remedies available in law or equity. Failure or delay to exercise any right, remedy, privilege hereunder shall not operate as a waiver of such.

Section Ten
Duplicate Originals

This Agreement shall be executed by the parties in duplicate originals, each of which, when executed, shall constitute this same Agreement.

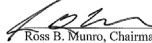
Section Eleven
Governing Law

This Agreement shall be governed in accordance with the law of the State of North Carolina.


6

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first above written, the Agreement having been approved by the respective governing bodies of both Pasquotank and Camden.

CAMDEN COUNTY

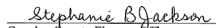

Ross B. Munro, Chairman
Board of Commissioners
Date & Time: 6/3/24 9:40 PM

ATTEST:


Karen Davis
Clerk to the Board
(SEAL)




This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.


Stephanie B. Jackson
Camden County Finance Officer
Date & Time: 6/9/2024 3:40 PM

7

PASQUOTANK COUNTY


Charles Jordan, Chairman
Board of Commissioners
Date & Time: 6/6/24 6:30 PM

ATTEST:


Lynn B. Scott
Clerk to the Board

(SEAL)



8

ATTACHMENT A

9

Pasquotank – Camden Emergency Medical Service

ISSUED: 07/01/2015
REVISED: 08/16/2015
03/04/2018

SUBJECT:
MODIFIED SYSTEM
STATUS MANAGEMENT

APPROVED BY
Director

To maintain optimal EMS coverage and attempt to reduce overall response times to all areas in the Pasquotank-Camden EMS response districts.

The following will assist with optimal ambulance response times from 0800 – 2000, 7 days a week. The following modified design will be used to move medic ambulance units based on current call volume:

All Station 50 medic units out on calls

1st line move - ST4 medic unit moves to Body Rd/Halstead Blvd at Handee Hugos
(Covers next in-city response (south of Knobbs Creek Bridge) and all calls in the ST4 primary response district)

1st line move - ST14 medic unit moves to Morgan's Corner intersection at Duck Thru
(Covers any response on the northside of the city (north of Knobbs Creek Bridge) and all calls in the ST14 primary response district. This ambulance can rapidly respond to calls N/S/E/W of the intersection)

2nd line move - ST12 medic unit moves to Hwy 343/Hwy 168 intersection at Camden Duck Thru
(This move occurs only if either 1st line is assigned to a call, crew will move and be in vehicle for rapid response N/S/E/W of intersection)

Station 4 medic unit out on calls

1st line move - Any available ST50 medic unit moves to Body Rd/Halstead Blvd at Handee Hugos
(Preferred 1st ST50 unit in call rotation assigned to move)

Station 12 medic unit out

1st line move - Any available ST50 medic unit moves to Hwy 343/Hwy 168 intersection at Camden Duck Thru
(Preferred 1st ST50 unit in call rotation assigned to move)

Station 14 medic unit out

1st line move - Any available ST50 medic unit moves to Morgan's Corner intersection at Duck Thru
(Preferred 1st ST50 unit in call rotation assigned to move)

Only 2 ambulances left to answer calls

1 ambulance stages at ST50
(Covers all of Pasquotank County and north of South Mills)

1 ambulance stages at Camden Duck Thru
(Covers all of Camden County and south of South Mills)

Only 1 ambulance left to answer calls

Ambulance stages at ST50 and covers all calls

10

At the daily closing of ST14 (1900 hrs.) ST50 will cover all ST 14 district calls.

At the daily closing of ST12 (2100 HRS) ST50 will cover all ST12 district calls.

Clarification: ST14 is not responsible for ST12 calls between the hours of 0700 & 0900 and ST12 is not responsible for ST14 calls between the hours of 1900 & 2100. M12 & M14 only cover the others districts, between the hours of 0900 & 1900 (when both units are in service).

During long distance transports and extended staging times, units covering the sub-station response districts may report directly to that sub-station to answer calls for that district.

Staging should typically be assigned to the next unit in call rotation. This should be used as a guide and crews should start this move without having direction given from the Supervisor. The supervisor, at their discretion, can change this movement. This should, however, be limited to a case by case basis such as deeming that one unit can respond and arrive sooner than another unit, or during differences in staffing levels (EMT vs AEMT vs Paramedic). This Supervisor discretion goes the same for assigning units to 911 calls.

Note: In order to alleviate confusion and free-lancing, Pasquotank Central Communications will always dispatch the respected station, in which the request for service is geographically located. This is regardless of the time of day, or units available, within said district. The exception to this rule is, EMS personnel such as the Supervisor, can request/advise the dispatching of their station preference.

11

H. Opioid Litigation – Authorization to the County Attorney to amend the pleading to name an additional defendant.

I. Set Public Hearing for July 1, 2024 – Zoning Map Amendment


New Paths Development, LLC has requested a Zoning Map Amendment for approximately 8.8 acres from Neighborhood Residential Zoning District to Highway Commercial Zoning District. The parcel located at 312 Sleepy Hollow Road in the Courthouse Township is currently being used for a Religious Institution.

The neighborhood meeting was held on April 8, 2024. The Planning Board on May 15, 2024 voted unanimously, 7-0, recommending approval of the Rezoning Application.

The proposed zoning map amendment is inconsistent with the 2005 CAMA Future Land Use Plan which has the property identified as Moderate Density Residential.

The proposed zoning map amendment is inconsistent with the 2012 County Comprehensive Future Land Use Map which has the property identified as Rural Preservation.

J. Set Public Hearing for June 25, 2024 – Consideration of Establishing a Moratorium

 <p>MEMORANDUM</p> <p>To: Chair Bradshaw & Planning Board Members</p> <p>From: Erin Burke, County Manager</p> <p>Date: May 15, 2024</p> <p>RE: Consideration of Establishing a Moratorium</p> <p>BACKGROUND</p> <p>The Board of Commissioners received information from Chuck Jones, the Camden County Public Works Director at a work session on March 19, 2024 outlining current water and waste water usage and allocation to meet the needs of approved development. Following the presentation and discussion the Board, by consensus, agreed to "Research possible implementation of a 24-month moratorium to allow the County to procure funding and permitting and to ensure that County water and sewer facilities are adequate for impending growth."</p> <p>At the May 6, 2024 Board of Commissioners meeting, the Board directed staff by a vote of 4-1 to begin the process of establishing a moratorium due to limited waste water treatment capacity. At the same meeting, the Board of Commissioners also approved a contract with Timmons Group for planning services for wastewater, particularly in the South Mills service area. This contract will outline the entire permitting, design, and construction process and provide an estimate of overall project cost and schedule. A breakdown of all permitting, design, construction, and owner responsible costs will be provided. This will be an estimate as not all steps and costs can be predicted. Initial steps toward the permitting and design for a new waste water treatment plant (WWTP) to serve the northern end of the County will take two to two and a half years.</p> <p>GENERAL STATUTE REQUIREMENTS</p> <p>NCGS§160D-107 outlines the law associated with Moratoria in North Carolina. It outlines local governmental authority to adopt moratoria, the hearing process required, the projects which are exempt from moratoria, required findings, limit of renewal and extension, and the judicial review proceedings should a moratorium be challenged. A copy of both the statute and the referenced hearing requirements are attached to this memo.</p> <p>FINDINGS</p> <p>In accordance with NCGS§160D-107(d) Required Statements, staff has identified the following findings:</p> <p><i>A statement of the problems or conditions necessitating the moratorium and what courses of action, alternative to a moratorium, were considered by the local government and why those alternative courses of action were not deemed adequate.</i></p> <p>According to a March 2024 review of current water & waste water usage and projected allocations for vested developments, the ability to provide adequate water & waste water services will be quickly outpaced by the construction of new residential properties. Given the condition of lands in Camden County according to the Albemarle Regional Health System, the use of traditional septic systems are difficult to permit. Additionally, septic systems have proven to be a health and safety concern when they are not maintained properly and fail. The use of central sewer protects the health, safety, and</p>	<p>welfare of current and future residents. Additional production capacity at the water plant will be needed as well. Built in capacity can be created with the construction of clear well storage, but the water plant will need to increase production to keep up with future demands. The County is obligated to provide services to vested properties and needs time to construct adequate facilities before considering additional users.</p> <p><i>A statement of the development approvals subject to the moratorium and how a moratorium on those approvals will address the problems or conditions leading to imposition of the moratorium.</i></p> <p>Staff proposes stopping approvals on any new subdivisions and multifamily developments. These users have traditionally been the highest users of waste water in Camden County, and by pausing review and approval of these types of uses, the County will be able to build facilities to meet approved and future needs. Staff notes in accordance with NCGS§160D-107 (c) Exempt Projects, "Absent an imminent threat to public health or safety, a development moratorium adopted pursuant to this section does not apply to any project for which a valid building permit issued pursuant to G.S. 160D-1108 is outstanding, to any project for which a special use permit application has been accepted as complete, to development set forth in a site-specific vesting plan approved pursuant to G.S. 160D-108.1, to development for which substantial expenditures have already been made in good-faith reliance on a prior valid development approval, or to preliminary or final subdivision plats that have been accepted for review by the local government prior to the call for a hearing to adopt the moratorium. Any preliminary subdivision plat accepted for review by the local government prior to the call for a hearing, if subsequently approved, shall be allowed to proceed to final plat approval without being subject to the moratorium."</p> <p><i>A date for termination of the moratorium and a statement setting forth why that duration is reasonably necessary to address the problems or conditions leading to imposition of the moratorium.</i></p> <p>Staff projects that the time period for addressing permitting and construction of a new WWTP will take approximately two to two and a half years. Construction of clear well storage will be a similar time frame, while water plant expansion would likely be longer. Staff would request the moratorium be effective for 30 months from the date of approval, noting that it could be rescinded earlier should conditions allow.</p> <p><i>A statement of the actions, and the schedule for those actions, proposed to be taken by the local government during the duration of the moratorium to address the problems or conditions leading to imposition of the moratorium.</i></p> <p>Camden County has invested substantial funding in preparing documents for the construction of a new WWTP. The plans were developed using Rural Ready grant funds, and are at 65% completion. The remainder of the engineering is contingent upon the location of a new plant and the method of disposal. The Board of Commissioners approved a contract at their May 6, 2024 meeting to outline the entire permitting, design, and construction process and provide an estimate of overall project cost and schedule. In the deliverables for this contract, the County will receive a breakdown of all permitting, design, construction, and owner responsible costs. This breakdown will be an estimate as not all steps and costs can be predicted. The County has identified the need for "South Mills Waste Water Expansion and Disposal (Plant)" in the Capital Improvement Plan (CIP) for a number of years, and will in the 2024-2029 CIP move it from the Unfunded to Funded category. At the March 19, 2024 meeting staff were instructed to begin the investigatory process for the construction of clear well storage at the water plant. This will need to include design, bid and construction and would likely take two to two and half years.</p> <p>RECOMMENDATION</p> <p>It is staff's recommendation that the Planning Board recommend to the Board of Commissioners approval of a 30-month moratorium on new subdivisions and multifamily developments as a result of limited water production and waste water treatment capacity.</p>
---	---

At the special meeting on May 22, 2024 the Planning Board voted 6-1 to recommend to the Board of Commissioners approval of a 30-month moratorium on new subdivisions and multifamily developments as a result of limited water production and waste water treatment capacity.

Set Public Hearing for June 25, 2024 at 6:00 PM.

Motion to approve the Consent Agenda as presented.

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

ITEM 10. COUNTY MANAGER'S REPORT

County Manager Erin Burke included the following in her report:

- Attended the following meetings:
 - High School Steering Committee Meeting
 - Jail Board
- Paddle for the Border
- Review High School Permit Set Documents
- First & Second Round EMS Director Interviews
- Budget Work Sessions Two & Three
- Resimplifi Meeting – Commercial Real Estate Database
- Meeting to Discuss Veteran's Services Officer position
- ICMA Webinar: Build Success by Creating & Communicating a Powerful Vision
- Met with School Superintendent to discuss Budget
- Board of Adjustment Preparation and Hearing

ITEM 11. COMMISSIONERS' REPORTS

Commissioner Aydlett included the following in her report:

- ARHS Community Health Assessment Survey
- Graduation invitations sent to the Board of Commissioners
- EMS Director Interviews

Commissioner Leary brought the following concerns to the Board:

- Parking concerns at One Mill Park
- Review of the Animal Nuisance Ordinance needed per a request of the Sheriff

ITEM 12. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES

A. Register of Deeds Report

Camden County Register of Deeds: Tammie Krauss April 2024 Daily Deposit									
DATE	NC CHILDREN'S TRUST	NC DOM. VIO. FUND	STATE REV. STAMPS	COUNTY REV. STAMPS	RETIREMENT	AUTO FUND	STATE TREASURY	ROD GENERAL	TOTAL
04/01/24	\$ 5.00	\$ 30.00	\$ 567.91	\$ 591.09	\$ 6.12	\$ 33.91	\$ 43.40	\$ 289.57	\$ 1,567.00
04/02/24	\$ 5.00	\$ 30.00	\$ 565.46	\$ 588.54	\$ 6.70	\$ 35.88	\$ 62.00	\$ 307.42	\$ 1,601.00
04/03/24	\$ -	\$ -	\$ 431.20	\$ 448.80	\$ 3.02	\$ 18.35	\$ 24.80	\$ 154.83	\$ 1,081.00
04/04/24	\$ 5.00	\$ 30.00	\$ 448.35	\$ 466.65	\$ 4.41	\$ 22.86	\$ 31.00	\$ 200.53	\$ 1,208.80
04/05/24	\$ 5.00	\$ 30.00	\$ 166.60	\$ 173.40	\$ 5.69	\$ 31.08	\$ 43.40	\$ 264.23	\$ 719.40
04/08/24	\$ -	\$ -	\$ -	\$ -	\$ 2.57	\$ 16.08	\$ 18.60	\$ 134.35	\$ 171.60
04/09/24	\$ -	\$ -	\$ 171.50	\$ 178.50	\$ 2.16	\$ 13.57	\$ 6.20	\$ 122.07	\$ 494.00
04/10/24	\$ -	\$ -	\$ 264.60	\$ 275.40	\$ 3.06	\$ 19.29	\$ 18.60	\$ 163.05	\$ 744.00
04/11/24	\$ -	\$ -	\$ 83.30	\$ 86.70	\$ 2.31	\$ 14.34	\$ 18.60	\$ 118.75	\$ 324.00
04/12/24	\$ -	\$ -	\$ -	\$ -	\$ 0.45	\$ 2.97	\$ -	\$ 26.58	\$ 30.00
04/15/24	\$ -	\$ -	\$ 416.50	\$ 433.50	\$ 1.74	\$ 10.08	\$ 18.60	\$ 85.58	\$ 966.00
04/16/24	\$ 10.00	\$ 60.00	\$ -	\$ -	\$ 2.23	\$ 7.06	\$ 6.20	\$ 63.51	\$ 149.00
04/17/24	\$ -	\$ -	\$ -	\$ -	\$ 2.36	\$ 14.14	\$ 18.60	\$ 121.90	\$ 157.00
04/18/24	\$ -	\$ -	\$ -	\$ -	\$ 0.15	\$ 0.99	\$ -	\$ 8.86	\$ 10.00
04/19/24	\$ -	\$ -	\$ -	\$ -	\$ 2.99	\$ 19.70	\$ -	\$ 176.31	\$ 199.00
04/22/24	\$ -	\$ -	\$ 68.60	\$ 71.40	\$ 1.22	\$ 7.40	\$ 6.20	\$ 66.58	\$ 221.40
04/23/24	\$ -	\$ -	\$ 372.40	\$ 387.60	\$ 1.65	\$ 10.12	\$ 12.40	\$ 85.83	\$ 870.00
04/24/24	\$ -	\$ -	\$ 401.80	\$ 418.20	\$ 2.61	\$ 16.32	\$ 18.60	\$ 136.47	\$ 994.00
04/25/24	\$ 5.00	\$ 30.00	\$ 494.41	\$ 514.59	\$ 6.75	\$ 37.94	\$ 49.60	\$ 320.71	\$ 1,459.00
04/26/24	\$ -	\$ -	\$ -	\$ -	\$ 3.81	\$ 23.47	\$ 31.00	\$ 195.72	\$ 254.00
04/29/24	\$ 5.00	\$ 30.00	\$ 926.10	\$ 963.90	\$ 3.35	\$ 16.50	\$ 24.80	\$ 143.35	\$ 2,113.00
04/30/24	\$ -	\$ -	\$ 991.76	\$ 1,032.24	\$ 3.06	\$ 16.89	\$ 37.20	\$ 146.85	\$ 2,228.00
TOTAL	\$ 40.00	\$ 240.00	\$ 6,370.49	\$ 6,630.51	\$ 68.41	\$ 388.94	\$ 489.80	\$ 3,333.05	\$ 17,561.20

Ledger Report Fee Distribution TAMMIE KRAUSS, REGISTER OF DEEDS Camden, NC Date Range From Monday, April 01, 2024 to Tuesday, April 30, 2024	
Name	Amount
NC Children's Trust Fund	\$40.00
NC Domestic Violence Fund	\$240.00
State Revenue Stamp	\$6,370.49
County Revenue Stamp	\$6,630.51
Land Transfer Fee	\$0.00
Floodplain Map Fund	\$0.00
Supplemental Retirement	\$68.41
ROD Automation Fund	\$388.94
Dept Of Cultural Resources	\$0.00
Vital Records Fund	\$0.00
State General Fund	\$0.00
State Treasurer Amount	\$489.80
ROD General Fund	\$3,333.05
Total Distribution For Period	\$17,561.20
Cash Total	\$635.80
Check Total	\$4,192.00
Pay Account Total	\$525.40
ACH Total	\$12,208.00
Escrow Account Total	\$0.00
Overpayment Total	\$0.00
Total Deposit For Period	\$17,561.20

B. Library Report

Camden County Public Library May 2024 Statistics	
Visitor Count	1,614
Materials Check Outs & Renewals	3,712
Cloud Library Check Out (eBooks & audiobooks)/ Libby - Overdrive	174/181
Computer/ Wireless Use	200/72
Questions Answered	203
Children's Programs/Attendance	15/258
Teen Program/Attendance	1/6
Adult Programs/Attendance	4/25
Outreach Programs/Attendance	2/40
Study Room Usage/Attendance	34/46
Meeting Room Usage/Attendance	1/12
Days/Hours Open	24/190
# Items in Collection	22,317
Library Card Holders	2,869

Comparison by Year 2022-2024	
Attendance	Circulation

ITEM 13. OTHER MATTERS

None.

ITEM 14. ADJOURN

There being no further matters for discussion Chair Munro adjourned the meeting of the Board of Commissioners at 9:32 PM.

Board of Equalization & Review

Chair Munro reconvened the Board of Equalization & Review.

There were no cases to come before the Board of Equalization and Review.

Motion to adjourn.

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