AUGUST 3, 2020 WARREN COUNTY BOARD OF COMMISSIONERS

SUGGESTED AGENDA
Regular Monthly Meeting
in the
Armory Civic Center Meeting Room
501 US Hwy 158 Business E., Warrenton, NC

6:00 pm

Call to Order Regular Monthly Meeting – Chairman or Designee

Prayer & Pledge

Warren County Arts Council & Warren County Emergency Services Presentation of Artwork representing Warren County
To
Mike Sprayberry of the
NC Office of Emergency Management

ITEM # 1 ADOPT SUGGESTED AGENDA

Conflict of Interest Disclosure Statement

"Members of the Warren County Board of Commissioners are advised, hereby, of their duty under the State Government Ethics Act to avoid conflicts of interest and the appearance of such conflict; and, further, are instructed to refrain from participating in any matter coming before this Board of County Commissioners with respect to which there is a conflict of interest or appearance of such conflict".

- **In accordance with the State Government Ethics Act, it is the duty of every Board member to avoid both conflicts of interest and appearances of conflict.**
- **Does any Board member have any known conflict of interest or appearance of conflict with respect to any matter coming before this Board today?**
- **If so, please identify the conflict and refrain from any undue participation in the particular matter involved.**

ITEM # 2 CITIZEN COMMENTS - REGULAR BOARD MEETING

Time set aside to allow individuals to address the Board of Commissioners on issues of concern pertaining to the County.

Due to COVID-19 restrictions, the public will be limited in attending the August 3rd Warren County Board of Commissioners Meeting. No more than 15 individuals will be admitted on a first come first serve basis. Face coverings will be required and social distancing will be observed.
The meeting will be live streamed on Facebook Live, as well as YouTube, and citizens may follow the guidelines below to submit Citizen Comments. The agenda for the meeting is available on the County's web site at: https://www.warrencountync.com/AgendaCenter

Rules for Citizen Comments for the August 3rd Warren County Board of Commissioners Meeting.
Time set aside to read aloud individual citizen comments submitted via email.
Please submit your comments to WCGOV@warrencountync.gov by Monday, August 3rd at 3:00 pm.

Citizens are allowed to submit one comment per person. Comments are not to exceed 350 words.
Any comments submitted after 3 pm on August 3rd will not be read aloud by the Clerk to the Board of Commissioners.
If you desire a response to your written comments from the County Manager and/or a particular Board member, indicate to whom your comments are addressed.
Board of Commissioners' Meetings are recorded, therefore comments will be read into the record.
Video of this meeting will be live streamed in real time via:
Facebook Live @WarrenCountyNCOfficial and YouTube at https://youtu.be/o00oGM-p-MY
footage will be made available after the live stream ends.

Warren County Board of Commissioners

ITEM # 3 CONSENT AGENDA

A. Approve minutes of July 6, 2020 regular monthly meeting

B. Tax Collector's Report for June 2020 presented for Board's information in accordance with NCGS 105-350 (John Preston, Tax Administrator)

C. Tax Release Requests (J.Preston, Tax Admin.)
1. **Releases over $100 in accordance with NCGS 105-381 "Taxpayer's Remedies"**
2. **County Manager Approved Releases Under $100, information only**

D. Declare Surplus Property by Resolution: Tax Foreclosure: ID # H4-101 – 1 acre (Tax & Fee $2,650.36); Lenovo ThinkPad Laptop and old desk from admin office

ITEM # 4 COUNTY MANAGER UPDATES – Vincent Jones

A. Approve Funds for Phase I Haliwa-Saponi Tribe Recreation Area Plan
B. Authorize County Manager to purchase Motorola radio repeaters as a sole source purchase in an amount not to exceed $175,000 for the Warren County Fireman's Association.
C. Approve Resolutions Declaring Motorola radio repeaters as surplus and authorize conveyance for $1 to NC State Highway Patrol for installation and maintenance for the Warren County Fireman's Association radio project.
D. Update on Families First Corona Virus Response Act (FFCRA)
E. Appointment of Interim Economic Development Director – Charla Duncan
F. Expiration of Executive Order 142, on July 29, 2020, Prohibiting Termination of Utility Services
G. COVID-19 Relief Fund Plan Update
H. Approve Submission of Soul City EDA Proposal

ITEM # 5 FINANCE OFFICE - BUDGET AMENDMENT # 1 TO FY2020-21 BUDGE
Budget Ordinance – Katherine Brafford, Finance Director

ITEM # 6 REQUEST FOR BUILDING PERMIT FEE WAIVER IN THE AMOUNT of $455.80 by Habitat for Humanity, Mike Hairston, President

ITEM # 7 CONSIDER ADOPTING FY20-21 (HCCBG) HOME & COMMUNITY Care Block Grant Funding plan, as recommended by the Warren County Aging Advisory Council, on behalf of the Warren County Senior Center and Department of Social Services. Requires $29,448 local match to $265,030. Authorize appropriate signatory.

ITEM # 8 CONSIDER BIDS FOR TAX FORECLOSED PROPERTIES

A. D11-25: bid of $500 from Calvin & Delores Grant of Henderson
B. G9-12I: 1st bid for $3,363 from Almeda Wortham and 2nd bid for $2,002 from Lisa Alston

ITEM # 9 PUBLIC UTILITIES NC DEPARTMENT OF TRANSPORTATION (DOT) Maintenance Agreement for Pump Stations 1 & 2

ITEM # 10 BOARD/COMMITTEE/COMMISSION - Vacancies were advertised July 3rd in the Warren Record and July 10th in the Lake Gaston Gazette Newspapers

A. Creation of Courthouse Square Memorial Committee (shall have 11 appointed members working with county liaison)

B. ABC Commission: Stephen Pelfrey 2nd term expiring June 30, 2023. Statement of Interest was also received from: Kenneth M. Norwood

C. Social Services Board of Trustees – 1 vacancy: April Williams -or- Dianna Talley, Term expires June 30, 2023

D. Local Emergency Planning Committee (LEPC): Stephen Pelfrey 2nd term and Brandyn Smith 1st term; both terms expire June 30, 2023

E. Fire Commission: Philip Hicks 3rd term, Stephen Pelfrey 2nd term, Brandyn Smith, 1st term and Dominique Trotman 1st term. All terms expire June 30, 2023

F. Economic Development Commission: Jane Ball-Groom and Claude O'Hagan both 2nd terms expire June 30, 2023

ITEM # 11 APPROVE FUNDS FOR PHASE I HALIWA SAPONI TRIBE RECREA-tion Area – Richard "Dickie" Williams, Parks & Recreation

ITEM # 12 UPDATES FROM BOARD OF COUNTY COMMISSIONERS'

A. Updates from Board of Commissioners

B. Reminder: September Board meeting is 2nd Monday – September 14th

ITEM # 13 ADJOURN AUGUST 3, 2020 BOARD MEETING

ITEM # 2

Citizen Comments

Time set aside to allow individuals to address the Board of Commissioners on issues of concern pertaining to the County.

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footage will be made available after the live stream ends.

Warren County Board of Commissioners

ITEM # 3-A

Consent Agenda

Approve minutes of July 6, 2020 Regular Meeting

Minutes have been provided to the Board in a separate e-mail prior to the meeting.

ITEM # 3-B

CONSENT AGENDA

Tax Collector's Report for June 2020 for Board's information in accordance with NCGS 105-350

By: John Preston, Tax Administrator

Tax Collector's Report
to the Warren County Board of Commissioners
For the Month June 2020

2019-2020

Current Year Collections

Tax Year	Charge	Collected in June	Collected to Date	Balance Outstanding	Percentage Collected
June 2020 FY20	$18,362,294	$69,921	$17,794,180	$568,113	96.91
June 2019 FY19	$18,021,655	$56,899	$17,557,134	$464,520	97.42

Delinquent Collections

2018	$523,762	$16,051	$288,489	$235,272	55.08
2017	231,586	9,315	65,431	$166,154	28.25
2016	151,918	6,651	30,526	$121,390	20.09
2015	112,651	5,045	21,363	$91,288	18.96
2014	92,724	4,524	15,854	$76,869	17.10
2013	114,757	555	8,385	$106,370	7.31
2012	90,296	66	8,049	$82,247	8.91
2011	69,385	168	6,593	$62,791	9.50
2010	60,340	69	2,354	$57,985	3.90
2009	48,233	571	2,281	$45,951	4.73
Total Delinquent Years	$1,495,652	$43,015	$449,325	$1,046,317	

Other June Receipts		
County Penalties	$ 15,717	$ 139,984
Landfill User Fees	$ 21,321	$ 1,533,013
Municipalities	$ 3,400	$ 674,293
Fire District Taxes	$ 6,252	$ 943,947
Advance Taxes	$ 11,059	$ 86,855
JUNE GRAND TOTAL	$227,584	$39,178,731

John Preston, Tax Administrator 7/13/2020
John Preston, Tax Administrator

ITEM # 3-C-1

CONSENT AGENDA

Tax Release Requests (over $100) in accordance with NCGS 105-381 "Taxpayer's Remedies" as information only.

By: Starlin Beatty, Tax Administrator

Over $100 **8/3/2020** **CO MGR INITIALS:_____ Date:_____**

ERROR CORRECTION RELEASES:

HACKETT NOVELLA HEIRS	2008 16803-304	F11-19	4872	$103.51 TAX SALE SOLD TO WARREN CO
HACKETT NOVELLA HEIRS	2009 16803-304	F11-19	4872	$104.09 TAX SALE SOLD TO WARREN CO
JONES HAZEL L HEIRS	2010 00714-300	I4A53	14844	$191.81 TAX SALE SOLD TO WARREN CO
JONES HAZEL L HEIRS	2011 00714-300	I4A53	14844	$188.84 TAX SALE SOLD TO WARREN CO
JONES HAZEL L HEIRS	2012 00714-300	I4A53	14844	$189.35 TAX SALE SOLD TO WARREN CO
JONES HAZEL L HEIRS	2013 00714-300	I4A53	14844	$180.81 TAX SALE SOLD TO WARREN CO
JONES HAZEL L HEIRS	2014 00714-300	I4A53	14844	$170.63 TAX SALE SOLD TO WARREN CO
JONES HAZEL L HEIRS	2015 00714-300	I4A53	14844	$160.62 TAX SALE SOLD TO WARREN CO
JONES HAZEL L HEIRS	2016 00714-300	I4A53	14844	$160.85 TAX SALE SOLD TO WARREN CO
JONES HAZEL L HEIRS	2017 00714-300	I4A53	14844	$150.64 TAX SALE SOLD TO WARREN CO
JONES HAZEL L HEIRS	2018 00714-300	I4A53	14844	$145.92 TAX SALE SOLD TO WARREN CO
JONES HAZEL L HEIRS	2019 00714-300	I4A53	14844	$134.49 TAX SALE SOLD TO WARREN CO
PERRY MICHAEL JAY	2009 00488-300	F11-14F	15693	$104.10 TAX SALE SOLD TO WARREN CO
PERRY MICHAEL JAY	2008 00488-300	F11-14F	15693	$103.51 TAX SALE SOLD TO WARREN CO
POWELL ARETHA	2007 00856-300	G9-12I	21613	$652.12 TAX SALE SOLD TO WARREN CO
POWELL ARETHA	2008 00856-300	G9-12I	21613	$661.13 TAX SALE SOLD TO WARREN CO
POWELL ARETHA	2009 00856-300	G9-12I	21613	$584.35 TAX SALE SOLD TO WARREN CO
POWELL ARETHA	2010 00856-300	G9-12I	21613	$634.49 TAX SALE SOLD TO WARREN CO
POWELL ARETHA	2011 00856-300	G9-12I	21613	$603.67 TAX SALE SOLD TO WARREN CO
POWELL ARETHA	2012 00856-300	G9-12I	21613	$582.60 TAX SALE SOLD TO WARREN CO
POWELL ARETHA	2013 00856-300	G9-12I	21613	$547.28 TAX SALE SOLD TO WARREN CO
POWELL ARETHA	2014 00856-300	G9-12I	21613	$491.71 TAX SALE SOLD TO WARREN CO
POWELL ARETHA	2015 00856-300	G9-12I	21613	$445.76 TAX SALE SOLD TO WARREN CO
POWELL ARETHA	2016 00856-300	G9-12I	21613	$452.98 TAX SALE SOLD TO WARREN CO
POWELL ARETHA	2017 00856-300	G9-12I	21613	$291.67 TAX SALE SOLD TO WARREN CO

TOTAL ERROR CORRECTIONS: **$8,036.93**

ITEM # 3-C-2

CONSENT AGENDA

Tax Release Requests under $100 approved by County Manager, in accordance with NCGS 105-381 "Taxpayer's Remedies" as information only.

By: John Preston, Tax Administrator

Under $100 8/3/2020 CO MGR INITIALS: VG Date: 7/23/2020

ERROR CORRECTION RELEASES:

NAME	Year	ACCT#	MAP #	RECORD #	AMOUNT	REASON
ALSTON SADIE HEIRS	2019	01531-300	D11-32	17156	$ 6.34	SOLD IN 2018/BILLED IN ERROR
ALSTON SADIE HEIRS	2019	01531-300	D11-20	17155	$ 11.92	SOLD IN 2018/BILLED IN ERROR
HACKETT NOVELLA HEIRS	2007	16803-304	F11-19	4872	$ 99.52	TAX SALE SOLD TO WARREN CO
HACKETT NOVELLA HEIRS	2010	16803-304	F11-19	4872	$ 99.37	TAX SALE SOLD TO WARREN CO
HACKETT NOVELLA HEIRS	2011	16803-304	F11-19	4872	$ 97.24	TAX SALE SOLD TO WARREN CO
HACKETT NOVELLA HEIRS	2012	16803-304	F11-19	4872	$ 97.36	TAX SALE SOLD TO WARREN CO
HACKETT NOVELLA HEIRS	2013	16803-304	F11-19	4872	$ 92.19	TAX SALE SOLD TO WARREN CO
HACKETT NOVELLA HEIRS	2014	16803-304	F11-19	4872	$ 87.04	TAX SALE SOLD TO WARREN CO
HACKETT NOVELLA HEIRS	2015	16803-304	F11-19	4872	$ 80.52	TAX SALE SOLD TO WARREN CO
HACKETT NOVELLA HEIRS	2016	16803-304	F11-19	4872	$ 80.67	TAX SALE SOLD TO WARREN CO
HACKETT NOVELLA HEIRS	2017	16803-304	F11-19	4872	$ 81.46	TAX SALE SOLD TO WARREN CO
HACKETT NOVELLA HEIRS	2018	16803-304	F11-19	4872	$ 78.37	TAX SALE SOLD TO WARREN CO
HACKETT NOVELLA HEIRS	2019	16803-304	F11-19	4872	$ 72.25	TAX SALE SOLD TO WARREN CO
NELSON & HARRIS INC	2019	28717-533	I3D478	20810	$ 7.99	SOLD IN 2000/BILLED IN ERROR
NELSON & HARRIS INC	2018	28717-533	I3D478	20810	$ 7.99	SOLD IN 2000/BILLED IN ERROR
NELSON & HARRIS INC	2017	28717-533	I3D478	20810	$ 7.70	SOLD IN 2000/BILLED IN ERROR
NELSON & HARRIS INC	2016	28717.533	I3D478	20810	$ 7.21	SOLD IN 2000/BILLED IN ERROR
PERRY MICHAEL JAY	2007	00488-300	F11-14F	15693	$ 99.52	TAX SALE SOLD TO WARREN CO
PERRY MICHAEL JAY	2010	00488-300	F11-14F	15693	$ 99.38	TAX SALE SOLD TO WARREN CO
PERRY MICHAEL JAY	2011	00488-300	F11-14F	15693	$ 97.25	TAX SALE SOLD TO WARREN CO
PERRY MICHAEL JAY	2012	00488-300	F11-14F	15693	$ 97.72	TAX SALE SOLD TO WARREN CO
PERRY MICHAEL JAY	2013	00488-300	F11-14F	15693	$ 92.55	TAX SALE SOLD TO WARREN CO
PERRY MICHAEL JAY	2014	00488-300	F11-14F	15693	$ 87.40	TAX SALE SOLD TO WARREN CO
PERRY MICHAEL JAY	2015	00488-300	F11-14F	15693	$ 80.53	TAX SALE SOLD TO WARREN CO
PERRY MICHAEL JAY	2016	00488-300	F11-14F	15693	$ 80.68	TAX SALE SOLD TO WARREN CO
PERRY MICHAEL JAY	2017	00488-300	F11-14F	15693	$ 52.04	TAX SALE SOLD TO WARREN CO
PERRY MICHAEL JAY	2018	00488-300	F11-14F	15693	$ 49.90	TAX SALE SOLD TO WARREN CO
PERRY MICHAEL JAY	2019	00488-300	F11-14F	15693	$ 45.94	TAX SALE SOLD TO WARREN CO
RAMSEY MYRTLE & CAROL	2014	10919-301	E6B-68	6671	$ 55.92	TAX SALE SOLD TO WARREN CO
RAMSEY MYRTLE & CAROL	2015	10919-301	E6B-68	6671	$ 52.56	TAX SALE SOLD TO WARREN CO
RAMSEY MYRTLE & CAROL	2016	10919-301	E6B-68	6671	$ 51.01	TAX SALE SOLD TO WARREN CO
RAMSEY MYRTLE & CAROL	2017	10919-301	E6B-68	6671	$ 34.60	TAX SALE SOLD TO WARREN CO
RAMSEY MYRTLE & CAROL	2018	10919-301	E6B-68	6671	$ 32.65	TAX SALE SOLD TO WARREN CO
WILLIAMS CHRISTOPHER L	2019	14045-300	I3D240	14803	$ 64.78	OVER ASSESSED PP

SUB-TOTAL ERROR CORRECTIONS: $2,189.57

ITEM # 3-D (pg 1 of 3)

CONSENT AGENDA

Declare Surplus Property by Resolution:
Tax Foreclosure: ID # H4-101 – 1 acre (Tax & Fee $2,650.36)
Lenovo ThinkPad Laptop and old desk from Admin Office

Starlin L. Beatty
Tax Administrator

117 S. Main Street
Post Office Box 240
Warrenton, N. C. 27589
Phone: (252) 257-3337
Fax: (252) 257-9369

COUNTY OF WARREN
OFFICE OF THE TAX ADMINISTRATOR

July 30, 2019

The Surplus Property Process:

1. Once the property taxes on a particular property have been determined to be non-collectable, the property information is sent to the County's foreclosure attorney.
2. The attorney does the necessary title work and goes through the process of contacting the owners.
3. During notification through the certified mail process the owners are given the opportunity to pay the delinquent taxes and retain ownership.
4. If the owners do not pay the delinquent taxes the attorney goes before the court to get permission to sale the property.
5. After a judge approves the sale, it is auctioned on the courthouse steps to the highest bidder.
6. If there are no bidders the County becomes the owner by having a lien against the property.
7. The property can then be declared surplus by the Commissioners and authorized to be sold.

ITEM # 3-D **(pg 2 of 3)**

CONSENT AGENDA

Declare Surplus Property by Resolution:
Tax Foreclosure: ID # H4-101 – 1 acre (Tax & Fee $2,650.36)
Lenovo ThinkPad Laptop and old desk from Admin Office

RESOLUTION

SALE OF SURPLUS
WARREN COUNTY PROPERTY

WHEREAS, the County of Warren has certain properties which are no longer used by Warren County Departments and may lawfully dispose of such property through on-line auction or disposal.

NOW, THEREFORE, BE IT RESOLVED THAT, pursuant to Article 12, NC GS 160A-270, the Warren County Board of Commissioners authorize the sale through on-line auction or disposal, of:

- **Tax Foreclosed Property ID # H4-101 – 1 acre (min bid $2,650.36)**
- **Lenovo ThinkPad Laptop, and**
- **Old desk from Admin Office**

These items are being sold in "as is" condition with no warranties.

The Warren County Board of Commissioners reserve the right to reject any or all bids, to waive informalities, and to award bid in the opinion of the Owner in its best interest.

BE IT FURTHER RESOLVED, The Warren County Board of Commissioners authorizes the County Manager (or designee) to dispose of this property and incur those costs incidental to sell property; and that advertising, describing the property, the method for bidding and the date, time and place for the bid opening be placed with auction site, notice in the Warren Record Newspaper and otherwise appropriately advertised according to law.

ADOPTED this the 3rd day of August 2020.

Warren County Board of Commissioners
Tare "T" Davis, Chairman

ITEM # 3-D (pg 3 of 4)

SALE OF SURPLUS PROPERTY

Lenovo ThinkPad

and

Old desk

Both from County Admin office.

ITEM # 3-D (pg 4 of 4)

SALE OF SURPLUS PROPERTY

Tax Foreclosed Property ID # H4-101 – 1 acre (min bid $2,650.36)

ITEM # 4

COUNTY MANAGER UPDATES

By

Vincent Jones

A. **Approve Funds for Phase I Haliwa-Saponi Tribe Recreation Area Plan**
B. **Authorize County Manager to purchase Motorola radio repeaters as a sole source purchase in an amount not to exceed $175,000 for the Warren County Fireman's Association.**
C. **Approve declaration of the same equipment as surplus and authorize donation to NC State Highway Patrol for installation and maintenance for the Warren County Fireman's Association radio project.**
D. **Update on Families First Corona Virus Response Act (FFCRA)**
E. **Appointment of Interim Economic Development Director – Charla Duncan**
F. **Expiration of Executive Order 142, on July 29, 2020, Prohibiting Termination of Utility Services**
G. **COVID-19 Relief Fund Plan Update**
H. **Approve Submission of Soul City EDA Proposal**

ITEM # 4-A (1 of 4)

Approve Funds for Phase I Haliwa-Saponi Tribe Recreation Area Plan

TO: Warren County Board of Commissioners

THROUGH: Vincent E. Jones, County Manager

FROM: Dickie Williams, Parks & Recreation Director

DATE: July 29, 2020

RE: Approve Funds for Phase I Haliwa-Saponi Tribe Recreation Area Plan

Background

The Parks & Recreation Commission at their July 9th meeting reviewed a proposal for community recreation from the Haliwa-Saponi Tribe. The proposal seeks to improve the Haliwa-Saponi Recreation area, in a multi-phase renovation project. The Recreation Commission was supportive of the proposal and voted to recommend funding to support Phase 1 of the project. The proposal indicates that the initial phase of improving the walking trail is projected to cost up $8,950.00.

Please see the detailed description of the Phase I project -
Phase 1 addresses the walking trail with resurfacing. This process will include adding additional drainage, spray and screening for grass resistance, and crushed asphalt/cement and rolled surfacing. The walking trail is located at the multipurpose building on Capps Farm Rd. The current trail is gravel and the wish to make a more permanent area with less maintenance. The track is 7 years old and receives continued use, which has increased, due to with residents seeking additional ways to exercise during the Coronavirus pandemic.

The Haliwa-Saponi Tribe envisions their track allowing for public walks, runs and cycling.

Recommendation

I recommend that the County approve the use of FY 21 Parks and Recreation funding for satellite recreation projects for the Phase I Haliwa-Saponi Tribe Recreation Area Plan in an amount not to exceed $10,000.

ITEM # 4-A (2 of 4)

Approve Funds for Phase I Haliwa-Saponi Tribe Recreation Area Plan

Dr. B. Ogletree Richardson
Chief

Jeff Anstead
Vice-Chief

Tribal Council
Gideon Lee, Chair
Rev. Michael Mills, Vice-Chair
Karen Harley, Secretary
Charles Richardson, Jr., Treasurer
Angela Richardson
Rev. Michael Richardson
Rev. Bernard Richardson
Morris Richardson
Jimmie Silver

Haliwa-Saponi Indian Tribe
39021 Hwy 561 · P.O. Box 99
Hollister, North Carolina 27844
Phone: (252) 586-4017 · Fax: (252) 586-3918
Email: info@haliwa-saponi.com

Jamie K. Oxendine
Tribal Administrator

July 7, 2020

Mr. Tara "T" Davis, Chairman
Warren County Commissioners
P.O. Box 619
Warrenton, NC

Dear Chairman Davis:

The Haliwa-Saponi Indian Tribe is requesting funds to expand recreational activities in the southeastern part of Warren County.

Attached is an outline indicating the phases to complete the project. Any consideration given to this matter will be greatly appreciated.

If you have questions, please contact Mrs. Karen Harley at the (252) 538-1145.

Sincerely,

Ogletree Richardson, Chief
Haliwa-Saponi Indian Tribe

Gideon Lee, Chairman
Haliwa-Saponi Tribal Council

Cc: Mr. Vincent Jones, County Manager

ITEM # 4-A (3 of 4)

Approve Funds for Phase I Haliwa-Saponi Tribe Recreation Area Plan

Haliwa-Saponi Recreation Area Plan:

The Haliwa-Saponi Tribe submits the following proposal for community recreation.

We presently have a walking trail located at our Multi-Purpose building on Capps Farm Road. This trail has been in existence for over 7 years and continues to get use. The original trail was created through a small grant from Blue Cross Blue Shield of NC. The trail is a quarter mile and consists of gravel that we must continuously replace at least once a year. There is a large empty area within the interior of the trail that presently has a very small play area for small children. We would like to refinish our trail with something more durable requiring less maintenance and we would love to make better use of the interior area to create recreation space for all ages.

The Haliwa-Saponi Tribe envisions a track that allows for walks, runs and bicycles that is virtually maintenance free. We also envision children and adults enjoying the interior area of the trail with multiple recreational equipment such as swings, slides, climbing features, zip lines, volley ball and soccer possibilities.

We have 2 old greenhouses beside the trail which we would eventually like to turn into longhouses and create indoor recreation.

We feel this would be best handled in phases as discussed in a call meeting with Warren County. Attached please find our projected budget listing materials needed to complete our plan.

Thank you for your consideration for this project.

ITEM # 4-A (4 of 4)

Approve Funds for Phase I Haliwa-Saponi Tribe Recreation Area Plan

HALIWA-SAPONI TRIBE RECREATION PARK
WARREN CO
PROJECTED BUDGET 2020

PHASE 1	
Walking Trail Resurfacing	
Asphalt/Cement Repavement	$8,950
(Process includes adding 1 additional drainage, spray and screening for grass resistance, crushed asphalt/cement and rolled surfacing.)	
TOTAL PHASE 1	$8,950
PHASE 2	
Playground Equipment	
Kids Forte (wood)	$2,500
Musical equipment (metal/wood)	$300
Mushroom climbers (wood)	$400
6 regular Swings (wood)	$4,300
2 baby swings (plastic)	$100
1 rock climber (kids –wood)	$300
1 rock climber (adult –wood)	$300
1 teeter totter (wood)	$300
3 picnic tables (wood)	$300
2 zip lines (kids and adults) (wood post)	$300
Soccer equipment (goals/balls)	$300
Volley Ball Equipment (goals/balls)	$300
TOTAL PHASE 2	$9,700
ESTIMATED TAX (PHASE 1 AND 2)	$1,350
TOTAL PHASE 1 AND 2	$20,000
PHASE 3	
2 slides (1 large metal/plastic)	$2,000
1 monkey bar/ladder (metal)	$2,500
1 climbing net (wood/metal)	$3,000
TOTAL PHASE 3	$7,500
PHASE 4	
REDO GREENHOUSES TO CREATE LONGHOUSES FOR INDOOR RECREATION OF BASKETBALL AND GYM	$40,000

ITEM # 4-B

Authorize County Manager to purchase Motorola radio repeaters as a sole source purchase in an amount not to exceed $175,000 for the Warren County Fireman's Association.

To: Warren County Board of Commissioners

Through: Vincent Jones, County Manager

From: Charla Duncan, Senior Assistant to the County Manager
Warren County Administration

Re: Purchase of VIPER tower equipment upgrades and subsequent donation to NC Highway Patrol

Background

Previously at your 2020 retreat, you were updated on the progress of necessary upgrades to equipment on VIPER towers in Warren County; these equipment upgrades are needed to allow all of the county's fire departments to access the VIPER network with the new radios the VFD's are receiving through the FEMA Firefighters Assistance grant. In the approved FY 21 budget for fire services, $175,000 is included for the purchase of this equipment.

The Warren County Firemen's Association is unable to make the actual purchase of the equipment as originally intended due to not being a 501c3 (and therefore unable to be reimbursed for sales tax). Warren County can make the purchase with Motorola for $173,125.45 using budget funds.

North Carolina Highway Patrol is willing and ready to receive the equipment as a donation. Once the donation is made, NC Highway Patrol will never ask to upgrade that equipment. The equipment becomes their asset and they will be responsible for maintenance and upgrades.

Recommendation

Authorize County Manager to purchase Motorola equipment (as a sole source purchase) for VIPER tower upgrades in an amount not to exceed $175,000 for the Warren County Firemen's Association.

Approve declaration of the same equipment as surplus and authorize donation to NC State Highway Patrol for installation and maintenance for the Warren County Firemen's Association VIPER tower upgrade project.

ITEM # 4-C (Pg 1 of 2)

Resolution to approve declaration of Motorola radio repeaters as surplus and authorize donation to NC State Highway Patrol for installation and maintenance for the Warren County Fireman's Association radio project. In accordance with NC GS 160A-274, convey to another unit of government.

Property Disposal Options For North Carolina Local Governments

General Disposal Methods	Personal Property UNDER $30,000	Personal Property OVER $30,000	ALL Real Property
Sale			
Competitive sale by public auction *(G.S. 160A-270)*; sealed bid *(G.S. 160A -268)*, or upset bid *(G.S. 160A-269)*	Yes	Yes	Yes
Private negotiated sale with governing board approval (*G.S. 160A-266(b) and 160A-277*), or by local policy *(160A-266(c))*	Yes	No	No
Exchange			
Exchange with public and private entities *(G.S. 160A-271)*	Yes	Yes	Yes
Lease			
Lease with term over 10 years treated as sale of property *(G.S. 160A-272)*	Yes	Yes	Yes
Discard			
Discard because has no value, unable to sell, or poses threat to public health or safety *(G.S. 160A-266(d))*	Yes	Yes	No
Raffle surplus property *(G.S. 14-309.15)*	Yes	Yes ($125,000 limit)	Yes ($500,000 limit)
Donate			
Donate to non-profits, sister cities, and other units of government – does not apply to schools *(G.S. 160A-280)*	Yes	Yes	No
Donate or sell to public and private entities for continued public use – cities and counties only *(G.S. 160A-279)*	Yes	Yes	Yes
Convey to other units of government			
Convey to other units of government in NC under conditions "deemed wise" by governing boards *(G.S. 160A-274)*	Yes	Yes	Yes
Trade-In			
Trade-in included as part of bidding process for purchases of apparatus, supplies, materials, or equipment *(G.S. 143-129.7)*	Yes	Yes	No

ITEM # 4-C (Pg 2 of 2)

Resolution to approve declaration of Motorola radio repeaters as surplus and authorize donation to NC State Highway Patrol for installation and maintenance for the Warren County Fireman's Association radio project. In accordance with NC GS 160A-274

Resolution Approving Conveyance of Property to Another Unit of Government in North Carolina Pursuant to G.S. 160A-274

Whereas, the County of Warren owns Motorola radios; and

Whereas, North Carolina General Statute § 160A-274 authorizes a governmental unit in this state to exchange with, lease to, lease from, sell to, or purchase from any other governmental unit any interest in real or personal property upon such terms and conditions as the governmental unit deems wise, with or without consideration; and

Whereas, the County of Warren has determined that it is in the best interest of the County to convey Motorola radios to the NC State Highway Patrol, and deems it wise to do so for no consideration.

Therefore, the Warren County Board of Commissioners resolve that:

1. **The Warren County Board of Commissioners hereby conveys to the NC State Highway Patrol the following property: Motorola radios.**
2. **The property herein described shall be conveyed for no consideration.**
3. **The Chairman of the Warren County Board of Commissioners is authorized to execute all documents necessary to convey the property in the manner authorized by this Resolution.**

Adopted this the 3rd day of August 2020.

Warren County Board of Commissioners

ATTEST: **Tare Davis, Chairman**

ITEM # 4-D

Update on Families First Corona Virus Response Act (FFCRA)

EMPLOYEE RIGHTS

PAID SICK LEAVE AND EXPANDED FAMILY AND MEDICAL LEAVE UNDER THE FAMILIES FIRST CORONAVIRUS RESPONSE ACT

The **Families First Coronavirus Response Act (FFCRA or Act)** requires certain employers to provide their employees with paid sick leave and expanded family and medical leave for specified reasons related to COVID-19. These provisions will apply from April 1, 2020 through December 31, 2020.

PAID LEAVE ENTITLEMENTS

Generally, employers covered under the Act must provide employees:

Up to two weeks (80 hours, or a part-time employee's two-week equivalent) of paid sick leave based on the higher of their regular rate of pay, or the applicable state or Federal minimum wage, paid at:

- 100% for qualifying reasons #1-3 below, up to $511 daily and $5,110 total;
- ⅔ for qualifying reasons #4 and 6 below, up to $200 daily and $2,000 total; and
- Up to 12 weeks of paid sick leave and expanded family and medical leave paid at ⅔ for qualifying reason #5 below for up to $200 daily and $12,000 total.

A part-time employee is eligible for leave for the number of hours that the employee is normally scheduled to work over that period.

ELIGIBLE EMPLOYEES

In general, employees of private sector employers with fewer than 500 employees, and certain public sector employers, are eligible for up to two weeks of fully or partially paid sick leave for COVID-19 related reasons (see below). *Employees who have been employed for at least 30 days* prior to their leave request may be eligible for up to an additional 10 weeks of partially paid expanded family and medical leave for reason #5 below.

QUALIFYING REASONS FOR LEAVE RELATED TO COVID-19

An employee is entitled to take leave related to COVID-19 if the employee is unable to work, including unable to **telework**, because the employee:

1. is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;
2. has been advised by a health care provider to self-quarantine related to COVID-19;
3. is experiencing COVID-19 symptoms and is seeking a medical diagnosis;
4. is caring for an individual subject to an order described in (1) or self-quarantine as described in (2);
5. is caring for his or her child whose school or place of care is closed (or child care provider is unavailable) due to COVID-19 related reasons; or
6. is experiencing any other substantially-similar condition specified by the U.S. Department of Health and Human Services.

ENFORCEMENT

The U.S. Department of Labor's Wage and Hour Division (WHD) has the authority to investigate and enforce compliance with the FFCRA. Employers may not discharge, discipline, or otherwise discriminate against any employee who lawfully takes paid sick leave or expanded family and medical leave under the FFCRA, files a complaint, or institutes a proceeding under or related to this Act. Employers in violation of the provisions of the FFCRA will be subject to penalties and enforcement by WHD.

WAGE AND HOUR DIVISION
UNITED STATES DEPARTMENT OF LABOR

For additional information or to file a complaint:
1-866-487-9243
TTY: 1-877-889-5627
dol.gov/agencies/whd

WH1422 REV 03/20

ITEM # 4-E

Appointment of Interim Economic Development Director – Charla Duncan

ITEM # 4-F

Expiration of Executive Order 142 (updating Order 124), on July 29, 2020, Prohibiting Termination of Utility Services

Warren County Public Utilities
712 Highway 158 Business West
P.O. Box 577
Warrenton, NC 27589
252-257-3645

Dear Valued Customer:

In March of 2020 North Carolina Governor Roy Cooper executed Executive Order #124 stating that due to the impact and potential severity of the COVID-19 virus local utility service providers were to be restricted from disruption of utility services due to nonpayment of delinquent utility bills as well as associated fees. Warren County Public Utilities is more than happy to cooperate with this executive order in an attempt to maintain a healthy environment across the county by providing a means to promote the practice of personal hygiene by frequent handwashing.

While Executive Order #124 mandated by Governor Roy Cooper restricted service disconnections for nonpayment of your delinquent water accounts during the COVID-19 event local governments are prohibited to grant debt forgiveness of your actual bill. This means that once Executive Order #124 is lifted (projected date 7/29/2020) you will be responsible for paying all outstanding balances on your water account.

In an attempt to mitigate the impact and financial hardship of your outstanding water account Warren County Public Utilities will be offering payment plans that will extend up to 6 months beyond the end of the current executive order. Information regarding the payment plan will also be included on your August monthly billing with all current monthly payments remaining due. Failure to meet your commitment for your payment plan along with nonpayment of current billing will unfortunately lead to service disconnection as well as associated fees currently outlined in our Rules and Regulations. If your water account is current then you have received this letter in error. We ask that you kindly disregard this notification.

Please contact our office and speak with Customer Service for assistance in setting up your payment plan if needed.

Respectfully,

Macon Robertson
Interim Director,

"This institution is an equal opportunity provider and employer."

ITEM # 4-G

COVID-19 Relief Fund Plan Update

ITEM # 4-H (1 of 8)

Approve Submission of Soul City EDA Proposal

MEMORANDUM

TO: Warren County Board of Commissioners

FROM: Vincent E. Jones, County Manager

DATE: July 30, 2020

RE: Approval of Economic Adjustment Assistance (EDA) CARES Act Grant submission and grant proposal

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Background

The County has received a proposal from Professor Jeanne Milliken Bonds, Professor of the Practice, Impact Investment and Sustainable Finance, Kenan-Flagler Business School, University of North Carolina. Ms. Bonds has experience with the Federal Reserve and she works with Federal Legislators on national finance policies and legislation.

Because of her knowledge of Warren County and the County's history and economic prospects, she has proposed to 1) prepare an Economic Adjustment Assistance (EDA) grant proposal, aligned with regional Comprehensive Economic Development Strategy (CEDS) goals, to design and implement specific strategies to bring about economic change in response to continuous long-term structural economic challenges worsened by the COVID-19 pandemic; and, 2) Research and prepare proposals for additional opportunities from private philanthropic, corporate, government or a combination sources to support the development of a strategic marketing plan for Soul City.

Under the CARES ACT, we do not have to meet any matching requirements like a regular EDA proposal. It is hoped that the proposals will lead to a marketing plan for the redevelopment of Soul City and a Resiliency Plan for Warren County. Professor Bonds will attend your August Work Session to discuss this process in detail.

ITEM # 4-H (2 of 8)

Approve Submission of Soul City EDA Proposal

Recommendation

I recommend authorizing the County Manager to apply for the grant funds from the EDA and to use FY 21 Contingency Funds to fund the proposal of submission.

ITEM # 4-H (3 of 8)

Approve Submission of Soul City EDA Proposal

Marketing Soul City as an Innovation Hub and Positioning Warren County for Resiliency

James H. Johnson, Jr.
Jeanne Milliken Bonds
Kenan-Flagler Business School
UNC-Chapel Hill

Background

America's persistent racial inequities are once again front page and breaking news in media coverage of the disparate impact of the coronavirus pandemic and the nationwide protests over the senseless murders of unarmed blacks by the police and citizen vigilantes. To solve its race and structural racism problems, America needs a "new" New Deal, one that focuses laser like on fixing spaces and places in our economic system. Not just roads, bridges, airports, seaports, and broadband access issues, but also sick buildings—aging and structurally deteriorating houses, schools and public venues—that expose residents and the public to a host of environmental hazards (mold, mildew, asbestos and lead) that suppress the immune system and substantially reduce life expectancy.

In America, these problems are most evident in hyper-segregated and concentrated poverty communities. African Americans and other people of color disproportionately inhabit these areas, which are proving to be hotspots for coronavirus infections and deaths. A "new" New Deal also requires a comprehensive review of existing federal, state, and local government policies and regulations governing land-use as well as all types of development (residential, retail, commercial, etc.). Moving forward, all development and redevelopment projects must adhere to the triple-bottom-line-principles of sustainability. That is, they must minimize—to the maximum extent possible—adverse impacts on natural resources and the physical environment; adhere to principles of social justice; and, in the process, return equitable shareholder/stakeholder value.

We can leverage a host of "equity tools" to achieve these desired outcomes. The "new" New Deal for America must create an inclusive supply-chain management system that levels the playing field for historically underutilized businesses that aspire to access government contracts—in this instance, to fix the nation's deteriorating spaces and places, as well as address documented disparities in testing, contact tracing, and enforcing social distance measures in the coronavirus pandemic. However, we must not position supplier diversity in contracting and procurement solely as a compliance issue or legal requirement under equal opportunity laws. It also—and perhaps more importantly—must be framed as a strategic business imperative in an increasingly more diverse—racially, ethnically and socioeconomically—society and marketplace.

We know that minority suppliers are more likely than majority suppliers to hire minority workers. Thus, it is reasonable to surmise that an inclusive system of contracting and

ITEM # 4-H (5 of 8)

Approve Submission of Soul City EDA Proposal

procurement will address another critical issue: the enormous under-representation of people of color in some economic sectors like transportation and logistics.

Additionally, the "new" New Deal must dismantle barriers to economic participation in the American enterprise system. Many of the known barriers are the product of discriminatory policymaking, especially in the areas of crime and criminal justice, which disproportionately affect people of color, in general, and black males, in particular. By eliminating such barriers, we can begin to solve America's inequality problem and rebuild the nation's middle class in the process.

Finally, we need to mobilize collective ambition to execute successfully the "new" New Deal. There are two critical elements to building collective ambition around such a policy intervention: collaborative engagement of diverse stakeholders and disciplined execution of strategy. In the words of Jim Collins, author of "Good to Great," we need to make sure every American—irrespective of political affiliation—is on the "new" New Deal bus, seated in the right seat and headed in the right direction to ensure successful implementation with fidelity.

Proposal

We propose to:

- **Prepare an Economic Adjustment Assistance grant proposal, aligned with regional CEDS goals, to design and implement specific strategies to bring about economic change in response to continuous long-term structural economic challenges worsened by the Covid 19 pandemic; and,**
- **Research and prepare proposals for additional opportunities from private philanthropic, corporate, government or a combination sources to support the development of a strategic marketing plan for Soul City.**

The proposal will include all requisite requirements of the granting entity and focus on the following marketing plan for resiliency.

<u>CEDS Goal: Build on the Region's Competitive Advantage and Leverage the Market (Soul City)</u>

1) Develop a comprehensive marketing plan for Soul City's regional competitive advantage to attract new businesses and support economic growth.
   a) Conduct a Soul City brand audit and situational analysis:
      - Conduct CEO interviews from 10 different sectors about Soul City assets and alignment for business recruiting.
      - Conduct 10 supply chain interviews about the value of Soul City racial equity.
      - Conduct 10 interviews with equity firms, including qualified opportunity funds, social impact funds, and business investment companies about Soul City assets.

ITEM # 4-H (5 of 8)

Approve Submission of Soul City EDA Proposal

- Conduct interviews with 10 of the 20 approved EB5 Regional Centers about targeted foreign investment opportunities.
- Conduct 10 interviews with financial institutions, CDFIs, and CD Venture Funds about investment and lending support of Soul City.
- Conduct 10 interviews with Warren County leaders.

b) Prepare relational case studies and research.
c) Outline strategic priorities and actions.
d) Ascertain target market segments and key audiences.
e) Develop target market messaging.
f) Assess potential for P3 and P2 partnerships.
g) Proposed actions.
h) Investment in tools with greatest impact.

2) Develop an Opportunity Zone prospectus for Soul City

a) Create an investment prospects for Soul City.
b) Hold five focus groups with community stakeholders for input.
c) Assess the creation of a Soul City Food Hub and Agricultural Cooperative with a commercial kitchen and acceleration space for food businesses, assisted by Rural Business Investment Companies, Qualified Opportunity Fund investment in businesses.
d) Landscape plan and execution for the prison by Landscape Students at N.C. A & T State University.
e) Create copyright "Soul City" with royalty revenue stream.
f) Assess creation of an Innovation District, accompanying draft state legislation.

Cross reference regional CEDS goals

CEDS goal: Region's Robust Infrastructure (Soul City)

- Excess Water Capacity to support development
- Signage on I-85 and new signage for Soul City
- Connection to NCDOT Plans for Intermodal

CEDS goal: Create Revitalized and Vibrant Communities (Soul City and Warren County)

- Realize the vision of Soul City
- Market Soul City as headquarters, logistics site for corporations seeking to instill racial parity through investment in the people and place, Warren County.

ITEM # 4-H (6 of 8)

Approve Submission of Soul City EDA Proposal

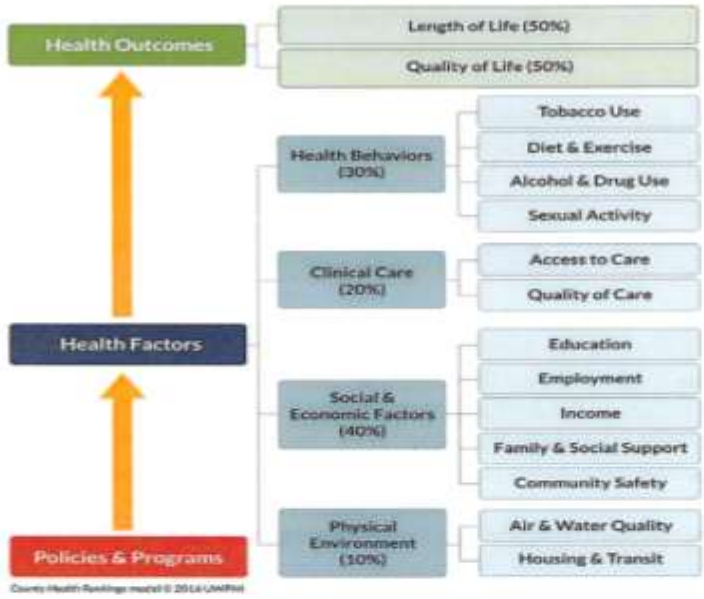
- Develop a Soul City prospectus for investment
- Develop a roadmap for inclusive and equitable economic development for Warren County, with an eye toward improving overall community health, prosperity, and resiliency moving forward. Such a roadmap is a strategic imperative given the high likelihood that other disruptive events will occur in the future.
- Build Collective Ambition for a "new" New Deal by engaging Warren County's community diverse stakeholders through a process of collaborative engagement that can develop a prototype of resilient, whole community health development in the aftermath of the coronavirus pandemic. The emphasis will be on pathways to promote the future viability and attractiveness of Soul City as a place to live and do business (i.e., the social determinants of health).

CEDS goal: Healthy and Innovative People (Warren County)

- Creation of new business hub, support services between and among, UNC, Duke, NC A&T, and NCCU for whole community health approach and systems change with respect to the social determinants of health.
- Built2Last: A Whole Community Health Approach to Sustainable Community Development. The focus here also will be twofold: (1) to identify existing barriers to resilient, equitable, and inclusive community development; and (2) to share an "inclusive and equitable development toolkit"—a portfolio of policies, practices, and procedures—that can be leveraged to execute on a "new" New Deal.
- Investing to Sustain Whole Community Health: leverage impact investing and a diverse set of financial tools to access and deploy capital to transform Warren County into a resilient community. We will focus on federal, state, local, philanthropic, and private sources of capital—traditional as well as new sources that are emerging in response to the pandemic and the Black Lives Matter protest movement.

ITEM # 4-H (7 of 8)

Approve Submission of Soul City EDA Proposal



Creating a Strategic Roadmap and Implementation Plan

(1) Devise an implementation strategy and plan for achieving resiliency; and
(2) develop key performance indicators and metrics to track efforts to achieve inclusive and equitable community development goals.

Properly designed and implemented, the proposed roadmap should create shared prosperity for both the jobless poor and the working poor at risk of being priced out of and displaced. It also should provide leaders and community groups with the civic entrepreneurial skills required to continuously forge mutually beneficial strategic alliances across the for-profit, philanthropic, and government sectors to weather and manage turbulence and uncertainty moving forward.

Our Team

To deliver this work, we are seasoned experts with research and practical experience in urban policymaking, community development finance, and sustainable community development. The team includes: Jeanne Bonds, a former mayor and banking regulator, and Dr. Jim Johnson, an applied research center director and academics with interdisciplinary training in entrepreneurship, strategy, and demography.

ITEM # 4-H (8 of 8)

Approve Submission of Soul City EDA Proposal

James H. Johnson, Jr. is a William R. Kenan Jr. Distinguished Professor in the Kenan-Flagler Business School and director of the Urban Investment Strategies Center in the Kenan Institute of Private Enterprise at UNC-Chapel Hill. His research interests include the effects of disruptive demographic changes on the U.S. workforce, workplaces, & consumer markets; poverty and public policy in urban America; and sustainable community economic development. He has produced more than 100 scholarly publications on these topics. His current research develops strategies and roadmaps to combat hyper-segregation, persistent and concentrated poverty, and gentrification-induced dislocations in U.S. cities. He received his PhD from Michigan State University, his MS from the University of Wisconsin at Madison, and his BS from North Carolina Central University.

Jeanne Milliken Bonds is a Professor of the Practice, focusing on Impact Investment and Sustainable Finance, in the Kenan-Flagler Business School at the University of North Carolina in Chapel Hill. She is leading a new initiative, "Invest to Sustain," to increase community and business capacity to enact social impact investing. She is the former senior leader in Regional Community Development for the Federal Reserve Bank of Richmond. Jeanne has served as a Mayor Pro Tem and Mayor in N.C. She has a B.A. in Economics and a M.P.A. from UNC. In 1997, she was North Carolina's recipient of the national Henry Toll Fellowship. Jeanne has published a number of articles focused on community development topics, including community development finance, pay for success, broadband, CRA and tax increment financing.

Timeline

It will take approximately ten days to prepare a data profile and full EDA CARES ACT application, and to determine and frame two additional funding opportunities to pursue. In addition, we propose to conduct a sample brand value assessment of Soul City as part of the proposal development, including at least six key stakeholder interviews with a combination of CEOs, equity firms, EB5 regional centers, financial institutions and CDFIs. The cost for the development of the applications and preliminary assessment is $7,000.

ITEM # 5 (1 of 4)

Finance Office

Budget Amendment #1 to the General Fund

TO: Warren County Board of Commissioners

FROM: Kathy Brafford, Finance Director

DATE: July 30, 2020

RE: Recommendation for Approval of Budget Ordinance Amendment #1

Background

Budget Amendment #1 to the FY 2021 Budget Ordinance is being presented for approval. This amendment does the follow:

1) Increases appropriations in the Health Dept budget by $33,481- over various line items – as a result of additional funding authorizations being awarded to the WIC program from the NCDHHS – Division of Public Health.

2) Re-appropriates $31,710 of funds from the Sheriff's Office FY 2020 budget which had been approved for the purchase of a Ford Explorer. As a result of the pandemic, the order was not able to be filled prior to the end of the fiscal year.

3) Re-appropriates $31,000 of funds from the Detention Center's FY 2020 budget which had been approved for the purchase of a Transport Van. As a result of the pandemic, the order was not able to be filled prior to the end of the fiscal year.

4) Appropriates $54,017 of CARES Act Funds and $10,000 of HAVA Funds which were awarded to the Board of Elections.

5) Correct appropriation to the Macon VFD. There was a revision to the contract in FY 2020 and the County appropriation did not get adjusted when working on the FY 2021 budget.

6) Re-appropriates $63,900 of grant match funds which were awarded to the Volunteer Fire Departments in FY 2020 as a grant match for a Firefighters Assistance Grant from FEMA. Funds are to be used to purchase radios which are compliant with the new statewide VIPER radio system which the State of NC has rolled out.

7) Re-appropriates $47,500 of funds for a loan agreement between the County and Afton-Elberon VFD which was approved at the 3/9/2020 BOCC meeting. This loan, if made, is to be repaid by Afton-Elberon VFD to the County.

ITEM # 5 (2 of 4)

Finance Office
Budget Amendment #1 to the General Fund

8) Appropriates $12,694 of EMPG Supplemental grant funds from the NC Department of Public Safety to Emergency Services to be used for a COVID 19 Computer Grant project.

9) Re-appropriates $3,000 of expenditures in the Animal Control budget – which were from the Petco Foundation grant which was received in FY 2020 but was not spent prior to the end of the fiscal year due to the pandemic.

10) Re-appropriates $6,269 of expenditures in the Animal Control budget that were budgeted in FY 2020 and were to be used to purchase a commercial washer (and necessary wiring required to get it up and running) – but was not delivered prior to the end of the fiscal year.

11) Re-appropriates $521,270.91 of CARES Act (CRF) Funding which was received in FY 2020 but was unspent as of the end of the fiscal year.

ITEM # 5 (3 of 4)

Finance Office
Budget Amendment #1 to the General Fund

AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE
2020/2021
Amendment No. 1

Section 1 of the Warren County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Appropriations:

Sheriff's Office		31,710
Detention Center		31,000
Health Department		33,481
Board of Elections		64,017
Fire Protection (Macon VFD)		(2,500)
Fire Protection (Grant Match)		63,900
Fire Protection (Afton-Elberon VFD)		47,500
Emergency Services		12,694
Animal Control		9,269
Total	**$**	**291,071**

Section 2 of the Warren County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Revenues:

Restricted Intergovernmental - Health		33,481
Board of Elections Grants		64,017
Emergency Management Supplement Grant		12,694
Appropriated Fund Balance - General Fund		180,879
Total	**$**	**291,071**

Section 25 of the Warren County Budget Ordinance, pertaining to Fund 28, shall be amended as follows:

Increase/(Decrease) Appropriations:

CARES Act Expenditures		521,271
Total	**$**	**521,271**

Section 26 of the Warren County Budget Ordinance, pertaining to Fund 28, shall be amended as follows:

Increase/(Decrease) Revenues:

Appropriated Fund Balance - Fund 28	521,271

ITEM # 5 (4 of 4)

Finance Office
Budget Amendment #1 to the General Fund

Total **$ 521,271**

This amendment:

- Increases appropriations in the Health Dept budget by $33,481 - over various line items (Advertising - $2,641; Contract Services - $8,400; Computer Equipment - $471; Non-billable - $11,099; and Capital Equipment - $10,870) as a result of additional funding authorizations being awarded to the WIC program.

  Funding Source: NCDHHS - Division of Public Health

- Re-appropriates $31,710 of funds from the Sheriff's Office FY 2020 budget which had been approved for the purchase of a Ford Explorer. As a result of the pandemic, the order was not able to be filled prior to the end of the fiscal year.

- Re-appropriates $31,000 of funds from the Detention Center's FY 2020 budget which had been approved for the purchase of a transport van. As a result of the pandemic, the order was not able to be filled prior to the end of the fiscal year.

  Funding Source: Fund Balance - General Fund

- Appropriates $54,017 of CARES Act Funds and $10,000 of HAVA Funds which were awarded to the Board of Elections.

  Funding Source: NC State Board of Elections (Warren County BOE is a subgrantee)

- Correct appropriation to the Macon VFD, There was a revision to the contract in last fiscal year and the County appropriation did not get adjusted when working on the FY 2021 budget.

- Re-appropriates $63,900 of grant match funds which were awarded to the Volunteer Fire Departments in FY 2020 as a grant match for a Firefighters Assistance Grant from FEMA. Funds are to be used to purchase radios which are compliant with the new statewide VIPER radio system which the State of NC has rolled out.

- Re-appropriates $47,500 for a loan agreement between the County and Afton Elberon VFD which was approved at the 3/9/2020 BOCC meeting. This loan, if made, is to be repaid by Afton Elberon to the County.

  Funding Source: Fund Balance - General Fund

- Appropriates $12,694 of EMPG Supplemental grant funds from the NC Department of Public Safety to Emergency Services to be used for a COVID 19 Computer Grant project.

  Funding Source: NC Department of Public Safety

- Re-appropriates $3,000 of expenditures in the Animal Control budget - which were from the Petco Foundation grant which was received in FY 2020 but was not spent prior to the end of the fiscal year.

- Re-appropriates $6,269 of expenditures in the Animal Control budget that were budgeted in FY 2020 and were to be used to purchase a commercial washer (and necessary wiring required to get it up and running) - but was not delivered prior to the end of the fiscal year.

  Funding Source: Fund Balance - General Fund

- Re-approporiates $521,270.91 of CARES Act (CRF) Funding which was received in FY 2020 but was unspent as of the end of the FY.

  Funding Source: Fund Balance - Fund 28 (CARES Act Fund)

Respectfully Submitted 8/3/2020

Katherine C. Brafford

Katherine C. Brafford, Finance Director

ITEM # 6 (1 of 3)

Request for two (2) building permit fees waived in the amount of $455.80 for each dwelling. Made by Habitat for Humanity, President Mike Hairston

Warren County Habitat for Humanity
Post Office Box 413,
Warrenton, NC 27589

July 20, 2020

Warren County Board of Commissioners
603 West Ridgeway St.
P.O. Box 619
Warrenton, N.C. 27589

Dear Commissioners,

Warren County Habitat for Humanity is requesting that you waive the building permit and inspection fees related to construction of the sixth Habitat home in the Northwoods Subdivision in Norlina, N.C. This is a practice you have done on all of the previous homes we have built and we appreciate passing this savings on to the home owners.

This house will be on Lot 2 in the Northwoods Subdivision, street address 102 Northwoods Ct.

We think you for your consideration on this matter.

Sincerely,

Mike Hairston

Mike Hairston
President, Warren County Habitat for Humanity

ITEM # 6 (2 of 3)

Request for two (2) building permit fees waived in the amount of $455.80 for each dwelling. Made by Habitat for Humanity, President Mike Hairston

Norlina zoning approval dated July 14, 2020

ZONING PERMIT

PLEASE COMPLETE ALL INFORMATION DOWN TO THE DOTTED LINE

Date: 7-14-2020 Permit No: 071420B

Name of Applicant: HABITAT FOR HUMANITY

Having made application for a Zoning Permit for one of the following purposes: Change of use, new development, or certificate of occupancy to occupy or construct a building.

Located at (number) 102 NORTHWOOD DR (street)

To be used as (specify) RESIDENTIAL SINGLE FAMILY

INFORMATION

Contractor HABITAT FOR HUMANITY Property Owner HABITAT FOR HUMANITY

Size of Lot 16,000 sqft Size of Proposed buildings 40 x 28

Tax Map ID 0117 Well ____ Town Water ✓ Septic ____ Town Sewer ✓

An Acceptable Site Plan is required to be attached to this application. Tax Maps from the Tax office may be accepted as a Site Plan for existing structures. All new construction will require a Surveyed Site Plan.

Erosion Control measures should be used according to the State and County Requirements

Lots where well and/or Septic tank are to be install shall be approved by Warren Co. Health Dept.

Site plan shall show Building Footprints, Utilities, R/W, Property Lines, and be to Scale and tied to a USGS monument if within 1500' of such monument. Digital files are preferred and in a .dwg format.

A certificate of Occupancy must be obtained from Warren County Code Enforcement prior to occupancy

I hereby understand and agree to comply with all provisions of the Town of Norlina Zoning Ordinance.

Signature R. Brent Rogers Warren Co Habitat

Name of Owner or Agent Address Phone Number

Print Name ____ Date ____

ALL PERMITS ARE VALID FOR SIX MONTHS FROM APPROVAL DATE

ZONING REQUIREMENTS

Use No. R-6 Minimum Lot Area 8000 sqft Lot Width 50

Minimum Setbacks: Front Yd. 30ft Side Yd. 10ft Rear Yd. 20ft

Maximum Height of Structure — Zoning District RESID. City ✓ ETJ ____

Off Street Parking Spaces — (Gravel or Paved) Flood Zone —

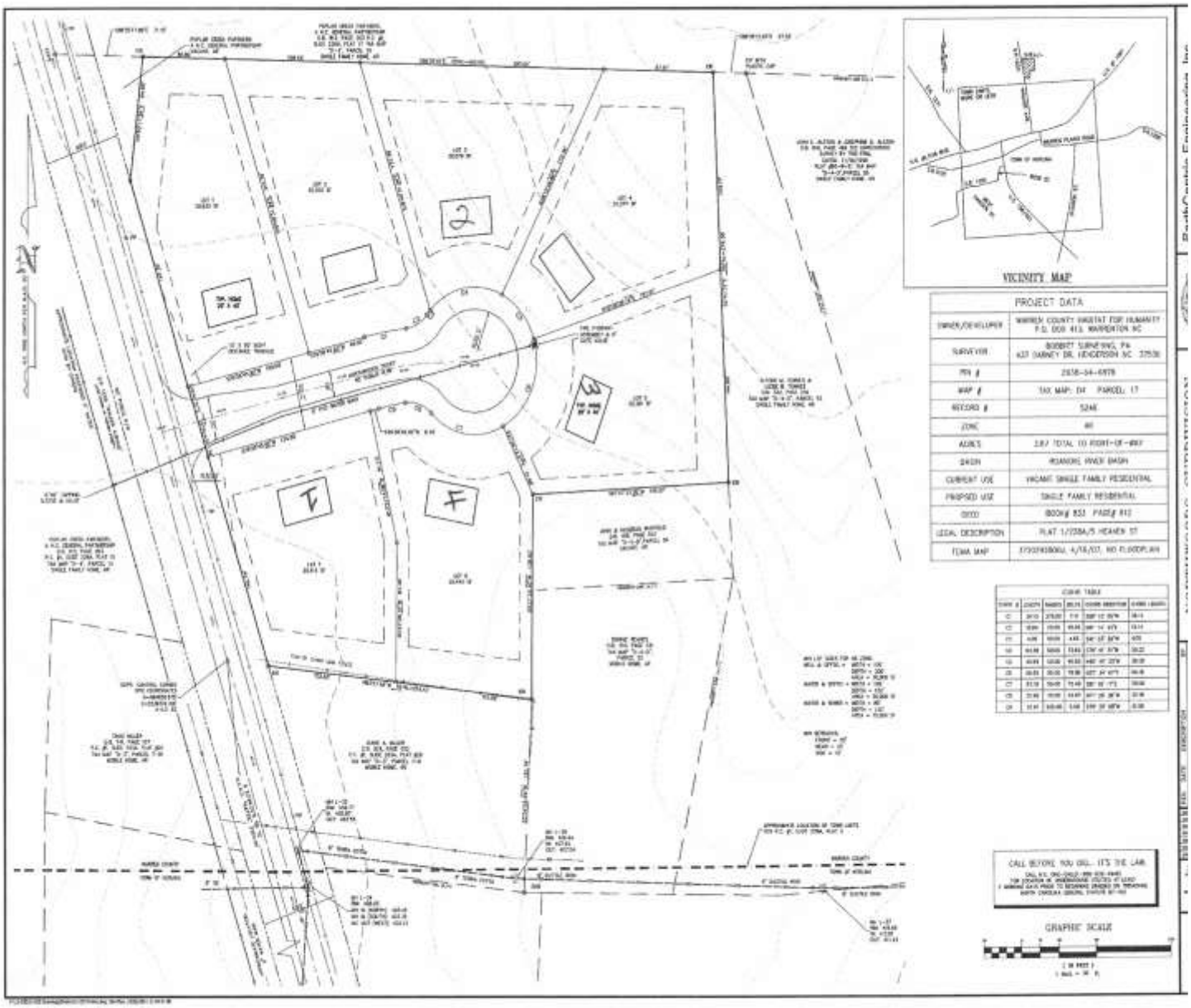
Maximum Percentage of Cover — Water Tap Available ✓ Sewer Tap Available ✓

Zoning Administrator BOD **Date** 7-14-2020

Failure to comply with the above as approved will void and revoke this permit.

ITEM # 6 (3 of 3)

Request for two (2) building permit fees waived in the amount of $455.80 for each dwelling.
Made by Habitat for Humanity, President Mike Hairston



ITEM # 7 (1 of 4)

CONSIDER FY20-21 HOME & COMMUNITY CARE BLOCK GRANT
Funding plan which requires $29,448 local match. Authorize Chairman Davis' signature on same.

By
Vicky Stokes, Senior Center Director

Justification & Description (give short summary of topic, why its needed and how item appears on the Agenda).	**Adopt FY2021 Home and Community Care Block Grant funding plan, as recommended by the Warren County Aging Advisory Council, on behalf of the Warren County Senior Center and Department of Social Services. Requires $29,448 local match. Authorize Chairman Davis to sign the funding plan.**
Funding Source provide line item number and type of funding:	**Home and Community Care Block Grant**
$ Funds available:	**$265,030**

ITEM # 7 (2 of 4)

CONSIDER FY20-21 HOME & COMMUNITY CARE BLOCK GRANT

Warren County Senior Center
435 W. Franklin Street
Warrenton, NC 27589
(252) 257-3111
Fax (252) 257-0154

Home and Community Care Block Grant Suggested Distribution of Funds FY 2021

Warren County Funding		
FY 2021 HCCBG	Local Match	Total
$265,030	$29,448	$294,478

Warren County Senior Center

Service Area:	Funding FY19	Funding FY20	Funding FY21	% +/- from FY20	% of FY 21
Congregate	$20,800	$19,000	**$19,000**	-%	7.17%
HDM	$115,000	$115,000	**$110,000**	-4.35%	41.50%
General Transportation	$25,000	$27,000	**$22,500**	-16.67%	8.49%
Medical Transportation	9,000	$22,750	**$22500**	-1.10%	8.49%
Senior Center Operations	$35,649	$21,250	**$19,530**	-8.09%	7.37%
WCSC Total =	$205,449	$205,000	**$193,530**	-5.60%	**73.02%**

Warren County Department of Social Services

In Home Aide I	$38,000	$38,000	**$44,000**	15.79%	16.60%
In Home Aide II	$36,510	$35,922	**$27,500**	-20.66%	10.38%
WCDSS Total =	$74,510	$73,922	**$71,500**	-3.28%	**26.98%**

"This institution is an equal opportunity provider and employer."

ITEM # 7 (3 of 4)

CONSIDER FY20-21 HOME & COMMUNITY CARE BLOCK GRANT

DAAS -730
(Rev. 4/2019)

Home and Community Care Block Grant for Older Adults

County Funding Plan

Identification of Agency or Office with Lead Responsibility for County Funding Plan

County: Warren July 1, 2020 through June 30, 2021

The agency or office with lead responsibility for planning and coordinating the County Funding Plan recommends this funding plan to the Board of Commissioners as a coordinated means to utilize community-based resources in the delivery of comprehensive aging services to older adults and their families.

Warren County Senior Center
(Name of agency/office with lead responsibility

Vicky C. Stokes 7/24/20
Authorized signature (date)

Vicky C. Stokes, Director
(Type name and title of signatory agent)

ITEM # 7 (4 of 4)

CONSIDER FY20-21 HOME & COMMUNITY CARE BLOCK GRANT

DAAS-731 (Rev. 2/16)

Home and Community Care Block Grant for Older Adults

County: Warren

County Funding Plan

July 1, 2020 through June 30, 2021

County Services Summary

	A				B	C	D	E	F	G	H	I
	Block Grant Funding											
Services	Access	In-Home	Other	Total	Required Local Match	Net Service Cost	NSIP Subsidy	Total Funding	Projected HCCBG Units	Projected Reimbursement Rate	Projected HCCBG Clients	Projected Total Units
Congregate Nutrition			19000		2111	21111	2625	23736	3451	6.1174	180	3500
Home Delivered Meals		110000			12222	122222	13650	135872	18200	6.7155	90	18200
Transportation (General)	22500				2500	25000		25000	2000	12.5	60	2000
Transportation (Medical)	22500				2500	25000		25000	800	31.25	40	800
Senior Center Operation			19530		2170	21700		21700				
In-Home Aide - Level I		44000			4889	48889		48889	3976	12.2973	20	4000
In-Home Aide - Level II		27500			3056	30556		30556	2900	10.5366	10	2900
					0	0		0				
					0	0		0				
					0	0		0				
					0	0		0				
					0	0		0				
					0	0		0				
					0	0		0				
Total	45000	181500	38530	265030	29448	294478	16275	310753	31327		400	31400

Signature, Chairman, Board of Commissioners Date

ITEM # 8-A (1 of 2)

CONSIDER BID FOR TAX FORECLOSED PROPERTY D11-25 IN THE amount of $500 from Calvin & Delores Grant of Henderson

This property was offered via GovDeals.com on May 1st and again June 8, 2020. A bid was received at June offering but no payment was made.

Procedure to Receive Bids on Tax Foreclosed Properties
Being Sold by Board of Commissioners

Please refer all questions regarding sell of Tax Properties to the Tax Office.

The tax office should give the individual: 1) a picture of the property they are interested in bidding on; 2) tax property card showing (tax ID # & property address) and 3) amount outstanding.

The bidder should forward this form to:
Warren County Manager's Office, PO Box 619, Warrenton, NC 27589
- or -
hand deliver to the Clerk to the Board, 602 W. Ridgeway Street, Warrenton, NC

Bid for Tax Foreclosed Property:

Name Calvin & Delores Grant
Address 195 Southerland Pl.
Henderson, NC 27537
Contact telephone #'s 252.492.9119
Alternate # 240.424.2441
-Or- e-mail address:
Property Tax ID # D11 25
Bid amount $ 500.00

ITEM # 8 (2 of 2)

CONSIDER BID FOR TAX FORECLOSED PROPERTY D11-25 IN THE amount of $500 from Calvin & Delores Grant of Henderson

ITEM # 8-B (1 of 3)

CONSIDER BID FOR TAX FORECLOSED PROPERTY G9-12I:

1st bid - $3,363 Almeda Wortham and
2nd bid - $2,002 Sandy & Lisa Alston

This property was offered via GovDeals.com on May 1st and again June 8, 2020. No bids were received.

ITEM # 8-B (2 of 3)

CONSIDER BID FOR TAX FORECLOSED PROPERTY G9-12I:

1st bid - $3,363 from Almeda Wortham and 2nd bid - $2,002 from Lisa Alston

Procedure to Receive Bids on Tax Foreclosed Properties
Being Sold by Board of Commissioners

Please refer all questions regarding sell of Tax Properties to the Tax Office.

The tax office should give the individual: 1) a picture of the property they are interested in bidding on; 2) tax property card showing (tax ID # & property address) and 3) amount outstanding.

The bidder should forward this form to:
Warren County Manager's Office, PO Box 619, Warrenton, NC 27589
- or -
hand deliver to the Clerk to the Board, 602 W. Ridgeway Street, Warrenton, NC

Bid for Tax Foreclosed Property:

Name Black Women Estate, LLC (Almeda Worthan

Address 404 Rifle Range Rd.

Warrenton, NC 27589

Contact telephone #'s (252) 213-2833 Alternate # (___)

-Or- e-mail address: Derkew75@AOL.com

Property Tax ID # G9 - 12I

Bid amount $ 3,363.00

ITEM # 8-B (3 of 3)

CONSIDER BID FOR TAX FORECLOSED PROPERTY G9-12I:

1st bid - $3,363 from Almeda Wortham and 2nd bid - $2,002 from Lisa Alston

Procedure to Receive Bids on Tax Foreclosed Properties
Being Sold by Board of Commissioners

Please refer all questions regarding sell of Tax Properties to the Tax Office.

The tax office should give the individual: 1) a picture of the property they are interested in bidding on; 2) tax property card showing (tax ID # & property address) and 3) amount outstanding.

The bidder should forward this form to:
Warren County Manager's Office, PO Box 619, Warrenton, NC 27589
- or -
hand deliver to the Clerk to the Board, 602 W. Ridgeway Street, Warrenton, NC

Bid for Tax Foreclosed Property:

Name Sandy and Lisa Alston
Address 5420 Green Feather Lane
Raleigh, NC 27604
Contact telephone #'s 910-527-8094
Alternate # 919-593-7448
-Or- e-mail address: Alston.sandy@gmail.com
Property Tax ID # G9 12I
Bid amount $ ~~1000.00~~ $2002.00 Two thousand two and 00/100

Attach a picture of the property.

ITEM # 9 (1 of 5)

PUBLIC UTILITIES NC DEPARTMENT OF TRANSPORTATION (DOT)
Maintenance Agreement for Pump Stations 1 & 2

STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

July 29, 2020

Warren County
Attn: Marcie Byrd
Utility Office Coordinator
Post Office Box 577
Warrenton, NC 27589

Subject: Facility Maintenance Agreement between the North Carolina Department of Transportation and Warren County for the utility and maintenance bills for the pump station facilities at I-85 NC/VA state line. (Pump Station #1 & #2) Project 5RE.109338, Warren County

Attached is a copy of a Facility Maintenance Agreement covering the above project. You have 45 days from the date of receipt to sign and return two originals of the agreement to our office.

Please have two originals properly executed and return both originals to this office for further handling. The agreements cannot have handwritten revisions or crossed out words. If there are revisions to request, please email changes to eehoneycutt@ncdot.gov as soon as you can so we can update the agreement.

After execution of the agreements by the Department, one of the original agreements will be returned to your office for your records.

If you have any questions or additional information is needed, please contact Elizabeth Honeycutt at (919) 220-4623.

Sincerely,

DocuSigned by:
Jeremy Warren
40A076BA50CC40F...

Jeremy L. Warren, PE
Division 5 Traffic Engineer

ITEM # 9 (2 of 5)

PUBLIC UTILITIES NC DEPARTMENT OF TRANSPORTATION (DOT)
Maintenance Agreement for Pump Stations 1 & 2

NORTH CAROLINA
WARREN COUNTY

FACILITY MAINTENANCE AGREEMENT

DATE: 7/27/2020

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION

AND

WBS Elements: 5RE.109338

WARREN COUNTY

THIS AGREEMENT is made and entered into on the last date executed below, by and between the North Carolina Department of Transportation, an agency of the State of North Carolina, hereinafter referred to as the "Department" and Warren County, hereinafter referred to as the "County".

WITNESSED

WHEREAS, the Department will reimburse Warren County for utility and maintenance of facilities at Pump Station #1 (NCDOT Welcome Center Pump Station) and Pump Station #2 (Oine Pump Station); and,

WHEREAS, this Agreement is made under the authority granted to the Department by the North Carolina General Assembly, including but not limited to, the following applicable legislation: General Statutes of North Carolina, Section 136-66.1, Section 160A-296 and 297, Section 136-18, and Section 20-169;

NOW, THEREFORE, the parties hereto, each in consideration of the promises and undertakings of the other as herein provided, do hereby covenant and agree, each with the other, as follows:

1. This Agreement is to reimburse Warren County for utility and maintenance bills for the pump station facilities at Pump Station #1 (NCDOT Welcome Center Pump Station) and Pump Station #2 (Oine Pump Station)

2. Pump Station #1 – The County shall continue to own and to be responsible for the maintenance of Pump Station #1 and associated sewer lines. However, the Department will reimburse the County for one hundred percent (100%) of maintenance and/or repair costs of the sewer line and pump station, subject to prior approval by the Department. The Department will also be responsible for all costs of power and telephone as long as the Department is a user.

ITEM # 9 (4 of 5)

PUBLIC UTILITIES NC DEPARTMENT OF TRANSPORTATION (DOT) Maintenance Agreement for Pump Stations 1 & 2

3. Pump Station #2 - The County shall continue to own and to be responsible for the maintenance of Pump Station #2 and associated sewer lines. However, the Department will reimburse the County for its share of maintenance and/or repair costs of the sewer line and pump station, subject to prior approval by the Department. The Department will also be responsible for all costs of power as long as the Department is the exclusive user.

   A) The Department and county will determine the cost share of the pump station based on water usage figures, which will also include power. The water usage figures will be computed on the average of the six month's water usage from the date of the repair cost. For example, the current water usage breakdown is approximately 69% for the Department and 31% for VDOT.

   B) The telephone bill will be divided based on the number of users.

4. It is estimated that the annual maintenance costs will not exceed $20,000. However, the County will notify the Department, in advance, if annual repair costs are anticipated to exceed this amount. The County shall obtain prior approval from the Department before expending funds greater than $5,000 for any one quarter.

5. The Department will not be responsible for any maintenance and/or repair costs to the generator, nor will the Department be responsible for any costs of maintenance and/or repairs to the pump station that are caused by the generator.

6. The County agrees to accept from the Rest Area/Welcome Center 15,000 gallons of sewage per day with peak days of 20,000 gallons of sewage per day. The County further agrees to accept increased future sewage flow attributed to normal traffic increases.

7. The Department shall reimburse the County actual cost for the maintenance and/or repair of the pump stations. The Department shall be billed up to $5,000 quarterly by the County at the Division Office for the maintenance and/or repair of the pump stations. All final bills must be submitted within one (1) year of said usage.

ANNUAL RENEWALS

8. This Agreement shall be in full force and effect on the first day of the month following the date that this Agreement is fully executed by the Department and the County. If needed, the Agreement may be modified by mutual agreement of the parties. The Agreement may be renewed annually for a total of 5 years from the date of full execution, incorporating any mutually

ITEM # 9 (4 of 5)

PUBLIC UTILITIES NC DEPARTMENT OF TRANSPORTATION (DOT) Maintenance Agreement for Pump Stations 1 & 2

agreed-upon adjustments or revisions if needed. Either party may terminate the said agreement upon 60 days written notice.

.ADDITIONAL PROVISIONS

9. It is the policy of the Department not to enter into any agreement with another party that has been debarred by any government agency (Federal or State). The County certifies, by signature of this agreement, that neither it nor its agents or contractors are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by a Federal or State Department or Agency.

10. The other party to this Agreement shall comply with Title VI of the Civil Rights Act of 1964 (Title 49 CFR, Subtitle A, Part 21) and related nondiscrimination authorities. Title VI and related authorities prohibit discrimination on the basis of race, color, national origin, disability, gender, and age in all programs or activities of any recipient of Federal assistance.

11. A copy or facsimile copy of the signature of any party shall be deemed an original with each fully executed copy of the Agreement as binding as an original, and the parties agree that this Agreement can be executed in counterparts, as duplicate originals, with facsimile signatures sufficient to evidence an agreement to be bound by the terms of the Agreement.

12. By Executive Order 24, issued by Governor Perdue, and N.C. G.S.§ 133-32, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e., Administration, Commerce, Environmental Quality, Health and Human Services, Information Technology, Military and Veterans Affairs, Natural and Cultural Resources, Public Safety, Revenue, Transportation, and the Office of the Governor).

IT IS UNDERSTOOD AND AGREED that the approval of the project by the Department is subject to the conditions of this Agreement.

ITEM # 9 (5 of 5)

PUBLIC UTILITIES NC DEPARTMENT OF TRANSPORTATION (DOT) Maintenance Agreement for Pump Stations 1 & 2

IN WITNESS WHEREOF, this Agreement has been executed, in duplicate, the day and year heretofore set out, on the part of the Department and the County by authority duly given.

ATTEST:

BY: _____

TITLE: _____

WARREN COUNTY

BY: _____

TITLE: _____

DATE: _____

N.C.G.S. § 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

Federal Tax Identification Number

_____

(SEAL)

Remittance Address:

Warren County

_____

_____

DEPARTMENT OF TRANSPORTATION

BY: _____
(CHIEF ENGINEER)

DATE: _____

PRESENTED TO BOARD OF TRANSPORTATION ITEM O: _____

ITEM # 10

BOARDS / COMMITTEES / COMMISSIONS

Creation of Courthouse Square Memorial Committee. **Committee shall have 11 appointed members working with county liaison and county attorney**	**Member appointments:** **Richard Hunter, Tilda Hendricks, Victoria Liehman, Al Cooper – Haliwa Saponi Tribe, Mary Goode Knight – district I, Mike Hairston – district II, Dianna Talley – district III, William Kearney – district IV, Vacant – district V** **County Liaison & County Attorney, Ex-officio**
Vacancies on following Boards/Committees were advertised in July 3rd Warren Record and July 10th Lake Gaston Gazette Newspapers.	**Interest to Serve on a Board or Committee has been received as follows:**
ABC Commission **Term expires June 30, 2023**	**Recommended for reappointment** **Stephen Pelfrey, 2nd term** **Also interested in serving: Kenneth M. Norwood**
Social Services Board of Trustees **Term expires June 30, 2023**	**Candidates for appointment to 1 vacancy:** **April Williams or Dianna Talley**
Local Emergency Planning Committee (LEPC) **Term expires May 31, 2023**	**Stephen Pelfrey, 2nd term** **Brandyn Smith, EMS Chief**
Fire Commission **Term expires June 30, 2023**	**Fireman - Phillip Hicks, 3rd term** **Citizen - Stephen Pelfrey, 2nd term** **EMS Chief - Brandyn Smith, 1st term** **Fireman – Dominique Trotman, 1st term**
Economic Development Commission **Term expires June 30, 2023**	**Jane Ball-Groom, 2nd term** **Claude O'Hagan, 2nd term**

ITEM # 10-A (1 of 3)

BOARDS / COMMITTEES / COMMISSIONS

Creation of Courthouse Square Memorial Committee

Member appointments:

Richard Hunter
Tilda Hendricks
Victoria Lehman
JereAnn King-Johnson
Al Cooper – Haliwa Saponi Tribe
Ronnie Terry, Veteran – American Legion Post 547
Mary Goode Knight – district I
Mike Hairston – district II
Dianna Talley – district III
William Kearney – district IV
Vacant – district V

Designate County Liaison
County Attorney, Ex-Officio

ITEM # 10-A (2 of 3)
BOARDS / COMMITTEES / COMMISSIONS

Creation of Courthouse Square Memorial Committee,
11 appointed members with county liaisons

Warren County Courthouse Square Memorial Committee

The purpose of **the Warren County Courthouse Square Memorial Committee** is to seek broad input from Warren County residents and make a recommendation to the Warren County Board of Commissioners on a replacement for the Courthouse Square Confederate monument. Any replacement will be considered a work of public art. The recommendation should include, but not be limited to: 1) Discussion of interest in replacement ideas, 2) Make recommendations to the Board of Commissioners on replacement options, 3) Coordinate solicitation of replacement options, if needed.

Goals

The goal of the Committee is to ensure Warren County receives input from a diverse group of residents who can help facilitate conversations around the removal of the monument and consider options for a replacement that represents all of Warren County and it's rich diversity.

1) Review of the Courthouse Square location
2) Consider options for the monument base that remains – Repurpose or Replace
3) Coordinate call for replacement ideas
4) Identify replacement options
5) Make a recommendation to the Warren County Board of Commissioners on replacement ;

Committee Structure:

The Committee shall be comprised of no more than eleven members with an interest in diversity and inclusion as an approach to replacing the Courthouse Square monument in an effort to unite Warren County with a public art project that represents Warren County.

The Committee shall have 6 At-Large members and one member from each Warren County Commissioner District.

The following members are appointed:

At large members:
Richard Hunter; Tilda Hendricks; Victoria Lehman; JereAnn King Johnson;
Ronnie Terry, representing Veterans / American Legion Post 547, and
Al Cooper, representing Haliwa-Saponi Tribe

Mary Goode Knight – District I
Mike Hairston – District II
Dianna Talley – District III
William Kearney – District IV
To be determined – District V
Ex-Officio – County Attorney

ITEM # 10-A (3 of 3)
BOARDS / COMMITTEES / COMMISSIONS

Creation of Courthouse Square Memorial Committee,
11 appointed members with county liaisons

The Chair of the Committee shall be responsible for maintaining meeting notes for all meetings of the committee and will also be responsible for circulating these notes to the committee for review and approval.

Subcommittees: The Chairperson, upon notice to the full Committee, may form subcommittees, and delegate responsibilities to such subcommittees, from time to time, as the Committee deems appropriate. The Chairperson shall ensure that the subcommittees report to the full Committee on their activities.

Advisors: The Committee may use external advisors, if deemed necessary. Staff support will be Clerk to the Board of Commissioners.

Member Terms

The Committee should expire upon termination of work and recommendation of a Confederate Monument replacement plan to the Board of Commissioners. In no case, shall the Committee's work last longer than 6 months from the date of achieving a quorum of members, without specific authorization from the Warren County Board of Commissioners.

Adopted this 3rd day of August, 2020.

Warren County Board of Commissioners

_____
Tare Davis, Chairman

ATTEST:

_____
Angelena Kearney-Dunlap, Clerk

ITEM # 10-B (1 of 3)

BOARDS / COMMITTEES / COMMISSIONS

ABC Commission **Term expires June 30, 2023**	**Recommended for reappointment Stephen Pelfrey, 2nd term** **Also interested in serving: Kenneth M. Norwood**

From: Warren Co ABC <lcs@vance.net>
Sent: Friday, June 19, 2020 5:01 PM
To: Dunlap, Angelena <angelenakdunlap@warrencountync.gov>
Cc: larry spruill <lcs@vance.net>

Subject: The Reappointment of Mr. Steve Pelfrey To the Warren County ABC Board

To the Warren County Board of Commissioners and Angelena K. Dunlap

By unanimous consent of the Warren County ABC Board Mr. Steve Pelfrey was reappointed to the board for a second-three year term.

The Warren County ABC Board recommends that the Warren County Board of Commission reappoint Mr. Pelfrey for another three-year term.

Thank You.

Humbly Submitted By

Larry C. Spruill : General Manager
Warren County ABC Board
1230 US HWY 158 Business West
Norlina , North Carolina 27563
ph. (252)456-3141 fax (252)456-6053
lcs@vance.net

ITEM # 10-B (2 of 3)
BOARDS / COMMITTEES / COMMISSIONS

ABC Commission Term expires June 30, 2023	Also interested in serving: Kenneth M. Norwood

STATEMENT OF INTEREST TO SERVE

If you are a Warren County resident and would like to volunteer your time and expertise to your community, please complete and return to:

Warren County Board of Commissioners
c/o Clerk to the Board
PO Box 619
Warrenton, NC 27589

Please list in order of preference the Boards and Commissions for which you would be willing to serve:

1. ABC Commission
2. Elections Board
3.
4.

Your full name Kenneth Michael Norwood
Date of Birth 6-14-73 Sex M Race Caucasian
Mailing Address 265 Spain Road
City and Zip Code Manson, NC 27553
Street Address 265 Spain Road
City and Zip Code Manson, NC 27553
Home Phone 252-456-3472 Work Phone 919-603-6237
Job Title Estimator
Company or Agency Gate Precast Company
Email Address **capcaveman78@yahoo.com**

Do you live in the county? Yes ☑ No ☐

Please list your County Commissioner District 3
(This information can be obtained from the Board of Elections at (252) 257-2114).

Educational Background

Name and Address of High School Attended Northern Vance High School, Henderson, NC
Name and Address of College Attended East Carolina University, Greenville, NC
Degree Received B.S. in Applied Geography with minor in English

Please list any military experience

ITEM # 10-B (3 of 3)

BOARDS / COMMITTEES / COMMISSIONS

ABC Commission Term expires June 30, 2023	Also interested in serving: Kenneth M. Norwood

If you are presently serving as an elected or appointed official, please explain: _____

Please list all past employers and volunteer experience you have had which may be beneficial in evaluating your qualifications.

Work Experience Safety committee, Charitable committee for scholarships, Red Cross food drive for work chairman

Volunteer Experience Board of Directors for Kerr Lake Country Club, Board of Directors for Granville County Houndsmen Association, Red Cross Shelter volunteer

How did you become aware of Warren County volunteer opportunities? (Please circle appropriate response)

Newspaper **Current Warren County Volunteer** **Other**

If other, please explain: County Website

If I am appointed to serve on one or more boards, I will agree by signing an Affirmation of Understanding, to attend the required number of meetings each calendar year and not to exceed unexcused absences by more than 25% or three (3) meetings in any calendar years.

Signature Kenn M Nor

Date 3/27/20

Please feel free to attach a resume if so desired.

ITEM # 10-C (1 of 4)

BOARDS / COMMITTEES / COMMISSIONS

Social Services Board of Trustees Term expires June 30, 2023	Candidates for appointment to 1 vacancy: April Williams or Dianna Talley

Statement of Interest to Serve

List in order of preference the Board/Committee/Commission for which you would be willing to serve. Select one:	Social Services Board of Directors
Give Name of "Fire Tax Board" of Interest. You must reside in tax district to be appointed.	*Field not completed.*
Only complete this blank if you are applying for appointment to a Fire Tax Board.	
Select one	*Field not completed.*
Applicants Name	April D. Williams
Email Address	aprildwilliams06@yahoo.com
Residential Address	315 Crowders Pond Road
City	Norlina
State	NC
Zip Code	27563
Phone Number	252-762-7967
Alternate Number	*Field not completed.*
Birthdate	August 13, 1079
Race	African American
Sex	Female
Do you live in Warren County?	Yes
Job title	School Social Worker
Are you presently serving in an elected or appointed position? Please explain:	Yes with the Warren County Community Child Protection and Child Fatality Prevention Team.
Company / Agency & Address	Warren County School 109 Cousin Lucy's Lane Warrenton, NC 27563
Military experience?	No Military Experience

ITEM # 10-C (2 of 4)

BOARDS / COMMITTEES / COMMISSIONS

Social Services Board of Trustees **Term expires June 30, 2023**	**April Williams**

List your Commissioner district, info available at Elections (252) 257-2114.	I - West & East Warrenton
Educational Background:	
Name & address of High School	Warren County High School 149 Campus Drive Warrenton, NC 27563
Name & address of College attended	North Carolina State University Raleigh, NC
Degree earned	BSW
List all past employment and/or volunteer experience you have had which may be beneficial in evaluating your qualifications.	*Field not completed.*
Work experience	Professional Experience School Social Worker Warren County Schools, Warrenton, NC, 252-257-3184, www.warrenk12nc.org August 2007 – present, 10 month employee My main responsibility is to work to alleviate barriers to student learning through the following functions: Advocacy, Assessment of student/family/school need, Direct Service/Service Delivery, Consultation/Collaboration, Program Planning/Implementation/Evaluation, and Accountability. I primarily serve the district's elementary schools. However, I am a district-wide employee. McKinney-Vento District Liaison Warren County Schools, Warrenton, NC, 252-257-3184, www.warrenk12nc.org August 2012 – present My main responsibility is to identify homeless children and youth to assist them in accessing school and other services that they may need to achieve academic success. I also collaborate with administration, teachers, and support staff regarding students that are identified under McKinney-Vento within the school district. I am also the School District Foster Care Point of Contact that collaborates with the Local Department of Social Services regarding children in the foster care system. I also partner with other local liaisons

ITEM # 10-C (3 of 4)

BOARDS / COMMITTEES / COMMISSIONS

Social Services Board of Trustees Term expires June 30, 2023	**Dianna Talley**

Statement of Interest to Serve

Select one	Social Services Board of Directors
Applicants Name	Dianna H. Talley
Email Address	dtalley1101@gmail.com
City	Warrenton
State	North Carolina
Zip Code	27589
Birthdate	11/01/1956
Race	African American
Sex	Female
Do you live in Warren County?	Yes
Job title	Retired
Are you presently serving in an elected or appointed position? Please explain:	No

Military experience?	No Military Experience
List your Commissioner district, info available at Elections (252) 257-2114.	III - Nutbush, Smith Creek & Hawtree

Educational Background:

Name & address of High School	Norlina High, Norlina, NC
Name & address of College attended	Elizabeth City State Univ., Elizabeth City, NC
Degree earned	Business Management
List all past employment and/or volunteer experience you have had which may be beneficial in evaluating your qualifications.	*Field not completed.*
Work experience	Warren County Dept. Of Social Services Child Protective Services Supervisor 6 years; Supervisor of Adult Services 3 years; networking with all county & private agencies along with it's citizens of all ages. I was employed with Social Services in Warren and Vance County fo 23 years under direct supervison and regulations by the State Department of Health & Human Services,
Volunteer experience	Warren County Health Department Cardinal Innovation

ITEM # 10-D

BOARDS / COMMITTEES / COMMISSIONS

Local Emergency Planning Committee (LEPC) **Term expires May 31, 2023**	**Stephen Pelfrey, 2nd term** **Brandyn Smith, EMS Chief**

ITEM # 10-E

BOARDS / COMMITTEES / COMMISSIONS

Fire Commission **Term expires June 30, 2023**	**Fireman - Phillip Hicks, 3rd term** **Citizen - Stephen Pelfrey, 2nd term** **EMS Chief - Brandyn Smith, 1st term** **Fireman – Dominique Trotman, 1st term**

STATEMENT OF INTEREST TO SERVE

If you are a Warren County resident and would like to volunteer your time and expertise to your community, please complete and return to:

Warren County Board of Commissioners
c/o Clerk to the Board
PO Box 619
Warrenton, NC 27589

Please list in order of preference the Boards and Commissions for which you would be willing to serve:

1. Fire Commission
2.
3.
4.

Your full name DOMINIQUE KESHAUN TROTMAN
Date of Birth 01/11/2001 Sex M Race B
Mailing Address PO Box 1014
City and Zip Code Norlina NC, 27563
Street Address 112 Huntsville Drive
City and Zip Code Warrenton NC, 27589
Home Phone 252-204-1868 Work Phone
Job Title FireFighter
Company or Agency Norlina Fire Dept, Warrenton Rural VFD
Email Address Norlina Fire 231@gmail.com

Do you live in the county? Yes ☒ No ☐

Please list your County Commissioner District District ~~2~~ 1
(This information can be obtained from the Board of Elections at (252) 257-2114).

Educational Background

Name and Address of High School Attended WARREN County High School, 149 Campus Drive
Name and Address of College Attended

ITEM # 10-F

BOARDS / COMMITTEES / COMMISSIONS

Economic Development Commission **Term expires June 30, 2023**	**Jane Ball-Groom, 2nd term** **Claude O'Hagan, 2nd term**

ITEM # 11 (1 of 4)

Approve Funds for Phase I - Haliwa Saponi Tribe Recreation Area

Richard "Dickie" Williams, Parks & Recreation

TO: Warren County Board of Commissioners

THROUGH: Vincent E. Jones, County Manager

FROM: Dickie Williams, Parks & Recreation Director

DATE: July 29, 2020

RE: Approve Funds for Phase I Haliwa-Saponi Tribe Recreation Area Plan

Background

The Parks & Recreation Commission at their July 9th meeting reviewed a proposal for community recreation from the Haliwa-Saponi Tribe. The proposal seeks to improve the Haliwa-Saponi Recreation area, in a multi-phase renovation project. The Recreation Commission was supportive of the proposal and voted to recommend funding to support Phase 1 of the project. The proposal indicates that the initial phase of improving the walking trail is projected to cost up $8,950.00.

Please see the detailed description of the Phase I project -
Phase 1 addresses the walking trail with resurfacing. This process will include adding additional drainage, spray and screening for grass resistance, and crushed asphalt/cement and rolled surfacing. The walking trail is located at the multipurpose building on Capps Farm Rd. The current trail is gravel and the wish to make a more permanent area with less maintenance. The track is 7 years old and receives continued use, which has increased, due to with residents seeking additional ways to exercise during the Coronavirus pandemic.

The Haliwa-Saponi Tribe envisions their track allowing for public walks, runs and cycling.

Recommendation

I recommend that the County approve the use of FY 21 Parks and Recreation funding for satellite recreation projects for the Phase I Haliwa-Saponi Tribe Recreation Area Plan in an amount not to exceed $10,000.

ITEM # 11 (2 of 4)
Approve Funds for Phase I Haliwa Saponi Tribe Recreation Area

Richard "Dickie" Williams, Parks & Recreation

Dr. B. Ogletree Richardson
Chief

Jeff Anstead
Vice-Chief

Tribal Council
Gideon Lee, Chair
Rev. Michael Mills, Vice-Chair
Karen Harley, Secretary
Charles Richardson, Jr., Treasurer
Angela Richardson
Rev. Michael Richardson
Rev. Bernard Richardson
Morris Richardson
Jimmie Silver

Haliwa-Saponi Indian Tribe
39021 Hwy 561 · P.O. Box 99
Hollister, North Carolina 27844
Phone: (252) 586-4017 · Fax: (252) 586-3918
Email: info@haliwa-saponi.com

Jamie K. Oxendine
Tribal Administrator

July 7, 2020

Mr. Tara "T" Davis, Chairman
Warren County Commissioners
P.O. Box 619
Warrenton, NC

Dear Chairman Davis:

The Haliwa-Saponi Indian Tribe is requesting funds to expand recreational activities in the southeastern part of Warren County.

Attached is an outline indicating the phases to complete the project. Any consideration given to this matter will be greatly appreciated.

If you have questions, please contact Mrs. Karen Harley at the (252) 538-1145.

Sincerely,

Ogletree Richardson, Chief
Haliwa-Saponi Indian Tribe

Gideon Lee, Chairman
Haliwa-Saponi Tribal Council

Cc: Mr. Vincent Jones, County Manager

ITEM # 11 (3 of 4)

Approve Funds for Phase I Haliwa Saponi Tribe Recreation Area

Richard "Dickie" Williams, Parks & Recreation

Haliwa-Saponi Recreation Area Plan:

The Haliwa-Saponi Tribe submits the following proposal for community recreation.

We presently have a walking trail located at our Multi-Purpose building on Capps Farm Road. This trail has been in existence for over 7 years and continues to get use. The original trail was created through a small grant from Blue Cross Blue Shield of NC. The trail is a quarter mile and consists of gravel that we must continuously replace at least once a year. There is a large empty area within the interior of the trail that presently has a very small play area for small children. We would like to refinish our trail with something more durable requiring less maintenance and we would love to make better use of the interior area to create recreation space for all ages.

The Haliwa-Saponi Tribe envisions a track that allows for walks, runs and bicycles that is virtually maintenance free. We also envision children and adults enjoying the interior area of the trail with multiple recreational equipment such as swings, slides, climbing features, zip lines, volley ball and soccer possibilities.

We have 2 old greenhouses beside the trail which we would eventually like to turn into longhouses and create indoor recreation.

We feel this would be best handled in phases as discussed in a call meeting with Warren County. Attached please find our projected budget listing materials needed to complete our plan.

Thank you for your consideration for this project.

ITEM # 11 (4 of 4)

Approve Funds for Phase I Haliwa Saponi Tribe Recreation Area

Richard "Dickie" Williams, Parks & Recreation

HALIWA-SAPONI TRIBE RECREATION PARK
WARREN CO
PROJECTED BUDGET 2020

PHASE 1	
Walking Trail Resurfacing	
Asphalt/Cement Repavement	$8,950
(Process includes adding 1 additional drainage, spray and screening for grass resistance, crushed asphalt/cement and rolled surfacing.)	
TOTAL PHASE 1	$8,950
PHASE 2	
Playground Equipment	
Kids Forte (wood)	$2,500
Musical equipment (metal/wood)	$300
Mushroom climbers (wood)	$400
6 regular Swings (wood)	$4,300
2 baby swings (plastic)	$100
1 rock climber (kids –wood)	$300
1 rock climber (adult –wood)	$300
1 teeter totter (wood)	$300
3 picnic tables (wood)	$300
2 zip lines (kids and adults) (wood post)	$300
Soccer equipment (goals/balls)	$300
Volley Ball Equipment (goals/balls)	$300
TOTAL PHASE 2	$9,700
ESTIMATED TAX (PHASE 1 AND 2)	$1,350
TOTAL PHASE 1 AND 2	$20,000
PHASE 3	
2 slides (1 large metal/plastic)	$2,000
1 monkey bar/ladder (metal)	$2,500
1 climbing net (wood/metal)	$3,000
TOTAL PHASE 3	$7,500
PHASE 4	
REDO GREENHOUSES TO CREATE LONGHOUSES FOR INDOOR RECREATION OF BASKETBALL AND GYM	$40,000

ITEM # 12-A

UPDATES FROM BOARD OF COUNTY COMMISSIONERS'

ITEM # 12-B

Reminder:

September Board meeting is 2nd Monday – September 14th

ITEM # 13

ADJOURN

August 3, 2020
BOARD MEETING