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

Moment of Silence, Prayer & Pledge

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 CONDUCT PUBLIC HEARINGS

6:00 pm - Request to amend the Warren County Zoning Ordinance – Table II-1 Dimensional Requirements (increased height maximum for the LB, NB, HB, LI and HI zoning districts) and Table of Permitted Uses Conditional Use Permits (PUD-CR)

6:15 pm – Petition for Re-Zoning (residential to commercial) RZ-2020-01: one parcel (1.57 +/- acres) from Agricultural Residential [AR] to Neighborhood Business [NB] at Tax Map A4-13 on Jacksontown Road in Nutbush Township

ITEM # 3 CITIZEN COMMENTS: Time set aside to allow individuals to address the Board of Commissioners on issues of concern pertaining to Warren County. (The Clerk to the Board may read rules for Citizen Comments at Chairman's discretion.)

Special Instructions

Due to COVID-19 restrictions, the public will be limited in attending the October 5th Warren County Board of Commissioners Meeting. No more than 25 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 and citizens may follow the guidelines below to submit Citizen Comments.
Rules for Citizen Comments for the October 5th 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, October 5th 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 October 5th 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 footage will be made available after the live stream ends.

Warren County Board of Commissioners

ITEM # 4 CONSENT AGENDA

A. **Approve minutes of September 14, 2020 regular monthly meeting**
B. **Tax Collector's Report for August 2020 presented for Board's information in accordance with NCGS 105-350 (John Preston, Tax Administrator.)**
C. **Tax Release Requests (over & under $100) in accordance with NCGS 105-381 "Taxpayer's Remedies" as information only (J. Preston, Tax Admin.)**
D. **Proclamation November 2020 Native American Month**
E. **Resolution Declaring Surplus Property and Authorizing Auction: Desk, Lenovo ThinkPad, 1997 Ford Ranger (79,584 miles) & Tax Property B9-34-D1 (1 lot minimum bid $2,401)**

ITEM # 5 COUNTY MANAGER'S UPDATE – Vincent Jones

ITEM # 6 FINANCE OFFICE - Katherine Brafford, Finance Director

A. Amendment #3 to the FY 2020-2021 Warren County Budget Ordinance –

Increase Sheriff's Office budget by $1,200 – re-budget funds from FY 2020 never spent, installing equipment on the Ford Explorer that was ordered in FY 2020 – but, due to COVID, was not delivered until FY 2021.

Increase Health Dept budget by $49,027; $7,128 additional funding for WIC Program, $41,898 additional grant funding for COVID related expenses.

Decrease Senior Center budget by $11,470; decreases appropriations in DSS budget by $2,422 as a result of a decrease in the amount of the HCCBG funding awarded by the Kerr Tar Regional COG, grant award was $13,982 less than the previous year's amount.

Increase DSS Admin budget by $943.60 as a result of increased funding for the Duke Energy Progress – Energy Neighbor Fund.

Increase Parks & Recreation budget by $297,540, represents the amount of the PARTF Grant that was awarded last fiscal year. As a result of COVID – and the timeliness of awarding the grant, none of the grant funds were spent in FY 2020. The entire grant is being re-appropriated in the current fiscal year. The grant revenue and the grant match from fund balance are also being re-appropriated, as none of the grant funds were received or spent in last fiscal year.

Re-allocate $9,816 of the $10,000 budgeted in the Human Resources budget for Salary Progression – to the departments and/or funds to which they apply. This includes the pro-rated Salary, FICA, Retirement, and/or 401(k) line-items affected by the Salary Progression.

Increase Fund 28 for an additional appropriation of CARES Act Funding (CRF) which the County received in August, totaling $382,938.19. Reduces an appropriation of fund balance approved at the August 3rd BOCC meeting by $4,998, as a result of a few minor purchases made in FY 2021 – but accrued to the previous fiscal year, resulting in a reduction to the balance needing to be re-appropriated.

B. **Budget Amendment #4 to the FY 2021 Budget Ordinance -** Appropriates $25,000 of Fund Balance in the District III Enterprise Fund to cover additional operating expenses anticipated due to significant increases in public utilities material and tapping costs.

ITEM # 7 CONSIDER PUBLIC HEARINGS

A. Schedule Public Hearing for rezoning petition for a small parcel of land across from the Lake Gaston Jet Ski business off of 903 (near Wildwood Point subdivision). Request is to set the public hearing for November 2nd during 6pm regular Commissioners meeting.

B. Request to amend the Warren County Zoning Ordinance – Table II-1 Dimensional Requirements (increased height maximum for the LB, NB, HB, LI and HI zoning districts) and Table of Permitted Uses Conditional Use Permits (PUD-CR)

C. Petition for Re-Zoning (residential to commercial) RZ-2020-01: one parcel (1.57 +/- acres) from Agricultural Residential [AR] to Neighborhood Business [NB] at Tax Map A4-13 on Jacksontown Road in Nutbush Township

ITEM # 8 GAP BILL APPEAL TO BOARD FOR APPROVAL REGARDING
$29.93 Bill on Davis 1998 Toyota By: John Preston, Tax Admin.

ITEM # 9 ECONOMIC DEVELOPMENT ITEMS – Charla Duncan, Interim Director

A. **In Compliance with Warren County Grant Policy, request for authorization to partner with Town of Warrenton and submit Application for NC IDEAS' Fall 2020 Ecosystem Grant for Frontier Warren in the amount of $150,000 is made. There is no match requirement and Town of Warrenton will take the lead in this project.**
B. **In compliance with Warren County Grant Policy, request authorization to apply for NC Commerce Building Reuse Grant for renovations to vacant Soul City building in support of Project Bridge.**

ITEM # 10 PUBLIC UTITLITIES CHANGE ORDER # 1 FOR WISE INTER-Change Water & Sewer System Improvements, authorize Chairman to sign same
by Macon Robertson, Interim Director

ITEM # 11 BOARD/COMMITTEE/COMMISSION APPOINTMENT - Vacancies were advertised Sept 30th & Oct 1st in Warren Record & Lake Gaston Gazette respectively:

A. **Economic Development Commission (EDC): Grady Martin. Three (3) year term October 5, 2020 to June 30, 2022**
B. **Juvenile Crime Prevention Council (JCPC): Angelena Kearney-Dunlap. Two (2) year term: October 5, 2020 to January 1, 2023**

ITEM # 12 BOARD OF COUNTY COMMISSIONERS' UPDATES

ITEM # 13 CLOSED SESSION IN ACCORDANCE WITH NCGS *§143-318.11(a)(6)* *for Personnel Matters*

ITEM # 14 ADJOURN OCTOBER 5, 2020 BOARD MEETING

ITEM # 1

ADOPT SUGGESTED AGENDA

ITEM # 2 – 6 pm Public Hearing (Pg 1 of 5)

* Chairman or Designee call public hearing to order

* Clerk read notice of public hearing

Notice is hereby served that the Warren County Board of Commissioners will hold a public hearing on **Monday, October 5, 2020 at 6:00 PM** in the Warren County Armory Civic Center, Warrenton, NC. The purpose of this hearing is to receive citizen's comments regarding:

Proposed text amendments to the Warren County Zoning Ordinance – Table II-1 Dimensional Requirements (increased height maximum for the LB, NB, HB, LI and HI zoning districts) and Table of Permitted Uses Conditional Use Permits (PUD-CR) per Warren County Planning Board - Planning and Zoning Administrator

All questions or written comments should be directed to:

Ken Krulik, Warren County Planning and Zoning Administrator
542 West Ridgeway Street
Warrenton, North Carolina 27589
Telephone: (252) 257-7027
KenKrulik@warrencountync.gov

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

6:00 pm PUBLIC HEARING (2 of 5)

* Overview by Ken Krulik, Planner/Zoning Administrator

DRAFT OCTOBER 5, 2020
ZONING ORDINANCE AMENDMENTS

TABLE II-1 DIMENSIONAL REQUIREMENTS

(NOTE–REQUIREMENTS PERTAIN TO INDIVIDUAL LOT DEVELOPMENT AND SUBDIVISIONS AS MINIMUM STANDARDS)

Zoning District	Lot Size Minimum	Density per Acre	Width Minimum	Depth Minimum	Front Setback (min.)	Side Setback (min.)	*** Rear Setback (min.)	** Height (max)
AR	30,000 SF (well/septic) 20,000 SF (public water/septic) 15,000 SF (public water/sewer)	1.45 2.18 2.9	100 FT (well/septic) 100 FT (public water/septic) 80 FT (public water/sewer)	200 FT (well/septic) 150 FT (public water/septic) 125 FT (public water/sewer)	30 Feet	10 Feet	25 Feet	35 Feet
RL	30,000 SF (well/septic) 20,000 SF (public water/septic) 15,000 SF (public water/sewer)	1.45 2.18 2.9	100 FT (well/septic) 100 FT (public water/septic) 80 FT (public water/sewer)	200 FT (well/septic) 150 FT (public water/septic) 125 FT (public water/sewer)	30 Feet	10 Feet	25 Feet	35 Feet
R	30,000 SF (well/septic) 20,000 SF (public water/septic) 15,000 SF (public water/sewer)	1.45 2.18 2.9	100 FT (well/septic) 100 FT (public water/septic) 80 FT (public water/sewer)	200 FT (well/septic) 150 FT (public water/septic) 125 FT (public water/sewer)	30 Feet	10 Feet	25 Feet	35 Feet
GC	15 Acres	30 persons per acre	N/A	N/A	200 Feet	200 Feet	100 Feet	35 Feet
TC	15 Acres	30 persons per acre	N/A	N/A	50 Feet	50 Feet	50 Feet	35 Feet
LB	1 Acre (43,560 SF)	*	100 Feet	200 Feet	50 Feet	50 Feet	50 Feet	~~40~~ 60 Feet
NB	1 Acre (43,560 SF)	*	100 Feet	200 Feet	50 Feet	35 Feet (corner lot=50 Feet	50 Feet	~~40~~ 60 Feet
HB	1 Acre (43,560 SF)	*	100 Feet	200 Feet	50 Feet	50 Feet	50 Feet	~~50~~ 100 Feet
LI	2 Acres (87,120 SF)	*	200 Feet	400 Feet	100 Feet	70 Feet (corner lot=100 Feet	100 Feet	~~75~~ 100 Feet
HI	4 Acres (174,240 SF)	*	400 Feet	800 Feet	200 Feet	150 Feet (corner lot=200 Feet	200 Feet	~~75~~ 100 Feet

6:00 pm PUBLIC HEARING (3 or 5)

* Overview by Ken Krulik, Planner/Zoning Administrator

E. ***Conditional Use Permit(s):*** In addition to the uses listed in Table II-2 Permitted Uses, some uses due to their nature, are recognized as having objectionable operational characteristics (when several such uses are concentrated under certain circumstances, which may cause a negative effect upon adjacent areas). Conditional regulation of these uses is necessary to insure that these negative effects will not contribute to the blighting or downgrading of the surrounding neighborhood and communities. These conditional regulations are itemized in this Section. The primary regulation is for the purpose of preventing a concentration of these uses in any one area (i.e. not more than one (1) such use within a certain measured distance of each other which would create an adverse effect) as well as potential increase in traffic/safety issues and environmental issues. The requirements for each use that follows are additional requirements to the requirements listed in Section II. The following additional requirements only apply to those uses where a Special Use permit is indicated in Table II-2 with a SU notation - **if a CU is approved, but the conditions specified are not followed then the permit is revoked and subsequent action taken under the authority of the Planning and Zoning Administrator as identified in this ordinance):**

1. **Planned Unit Development – Commercial Residential (PUD-CR):**
   a. Review - The Warren County Planning Board shall receive and review requests for establishing (developing) a Planned Unit Development – Commercial Residential (PUD-CR) and shall make a recommendation to the Board of Adjustment within 30 days after its first consideration.
   b. Minimum Lot Area - Four (4) acres
   c. Permitted Uses: A Planned Unit Development may contain any of the permitted uses of the district in which it is allowed as a Special Use, residential development may include:
      1) Townhouses - A dwelling unit as part of a structural arrangement of two (2) or more single family attached dwellings joined by common walls on not more than two (2) opposite sides with the uppermost story being a portion of the same dwelling located directly beneath at the grade or first floor level and having exclusive individual ownership and occupants rights of each dwelling unit including, but not limited to, the land area directly beneath the dwelling. Said units have separate entrances to the outside and are entirely separated from each other by walls that meet North Carolina Building Standards. The minimum number of townhouses attached to each other shall be two and the maximum number shall be six. Density of townhouses in a planned unit development shall not exceed twelve (12) units per gross acre and a maximum number of six (6) units per building. Building height for townhouses is permitted up to three (3) stories where the height shall be above grade (measured at the level grade of the topographical surface) except where Paragraph II.B of this ordinance applies.

6:00 pm PUBLIC HEARING (4 of 5)

*** Overview by Ken Krulik, Planner/Zoning Administrator**

2) The site area not covered by dwelling units may be made part of the individual townhouse lots or clustered as common open space, dedicated to a homeowners association, or combination of the two.
3) Clustered detached single family dwellings - These are dwellings in which the lot size for each individual dwelling may be reduced, but may not be less than 6,000 square feet provided that the difference between the required dimensions for the district and the reduced dimensions is dedicated to a homeowner's association as common open space.
4) Zero (0) lot line dwellings - Detached single family dwellings on lots without side yard requirements on one side of the lot. The lot for a zero (0) lot line dwelling may be reduced, but may not be less than six thousand (6,000) square feet provided that the difference between the required dimensions for the district and the reduced dimensions is dedicated to a homeowners' association as common open space.
5) Commercial uses – low intensity commercial uses that are listed as permissible in either the Lakeside Business (LB) or Neighborhood Business (NB) Districts identified in Table II-1 Dimensional Requirements and Table II-2 Permitted Uses of this Ordinance. **Building height may be increased up to a maximum of one-hundred (100) feet for related commercial uses as part of the PUD-CR.**
6) Where a site development incorporates both commercial and residential uses as indicated in this section the impervious surface ratio of 36% shall apply and a minimum of 15% green-space preservation shall apply.

6:00 pm PUBLIC HEARING (5 of 5)

* Comments from the Public

Please sign up to speak.

The maximum time allotted to each speaker will be ____ (_) minutes.
The Clerk to the Board will keep time.

Any group of people who support or oppose the same position should designate a spokesperson.

Please address only those items which might not have been addressed by a previous speaker.

If a response from the County Manager and/or Board via Board Chairman is desired, please leave a copy of your comments with the Clerk to the Board.

Order and decorum will be maintained.

Board of Commissioners' Meetings are recorded.

Warren County Board of Commissioners

* Comments from: Board Members and/or County Manager

* Adjourn - Public Hearing

ITEM # 2 – 6:15 pm Public Hearing (Pg 1 of 9)

* Chairman or Designee call public hearing to order

* Clerk read notice of public hearing

Notice is hereby served that the Warren County Board of Commissioners will hold a public hearing on **Monday, October 5, 2020 at 6:15 PM** in the Warren County Armory Civic Center, Warrenton, NC. The purpose of this hearing is to receive citizen's comments regarding:

Petition for Re-Zoning (residential to commercial) RZ-2020-01: one parcel (1.57 +/- acres) from Agricultural Residential [AR] to Neighborhood Business [NB] at Tax Map A4-13 on Jacksontown Road in Nutbush Township

All questions or written comments should be directed to:

Ken Krulik, Warren County Planning and Zoning Administrator
542 West Ridgeway Street
Warrenton, North Carolina 27589
Telephone: (252) 257-7027
KenKrulik@warrencountync.gov

A map of the property is available for review in the office of the Warren County Planning and Zoning Administrator. All interested citizens are urged to attend this public hearing.

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

6:15 pm PUBLIC HEARING (2 of 9)

* Overview by Ken Krulik, Planner/Zoning Administrator

Warren County Planning & Zoning Office

RZ-2020-01
Zoning Case No.

PETITION FOR REZONING:

A. Property information and request:

Deed reference: Book 01044 Pg. 0676 Acreage: 1.57 Tax Map No. A413

Existing Zoning District: ~~Vacant~~ AR Proposed Zoning District: ~~Commercial~~ NB

Proposed Use: Business / RESTAURANT

*** NOTE : A detailed site plan must accompany the petition.**

B. Legal description of property involved:

1. Metes and bounds:

2. Attach map of property

C. Name(s) of property owners: Sherrie Evans-Bailey

D. Statement of Justification: (one or both)

1. How would amendment correct obvious error in the current zoning map?

Property is currently zoned "~~Vacant~~ AR". Adjacent property is zoned commercial.

2. How would changed conditions in area justify the requested amendment?

Staff consultation was held with (list staff name) and list date of consultation:

Ken Krulik, Jan. 24, 2020

E. Location of site: Jacksontown Rd.

Owner's name & contact information: Sherrie Evans-Bailey 919-417-1886

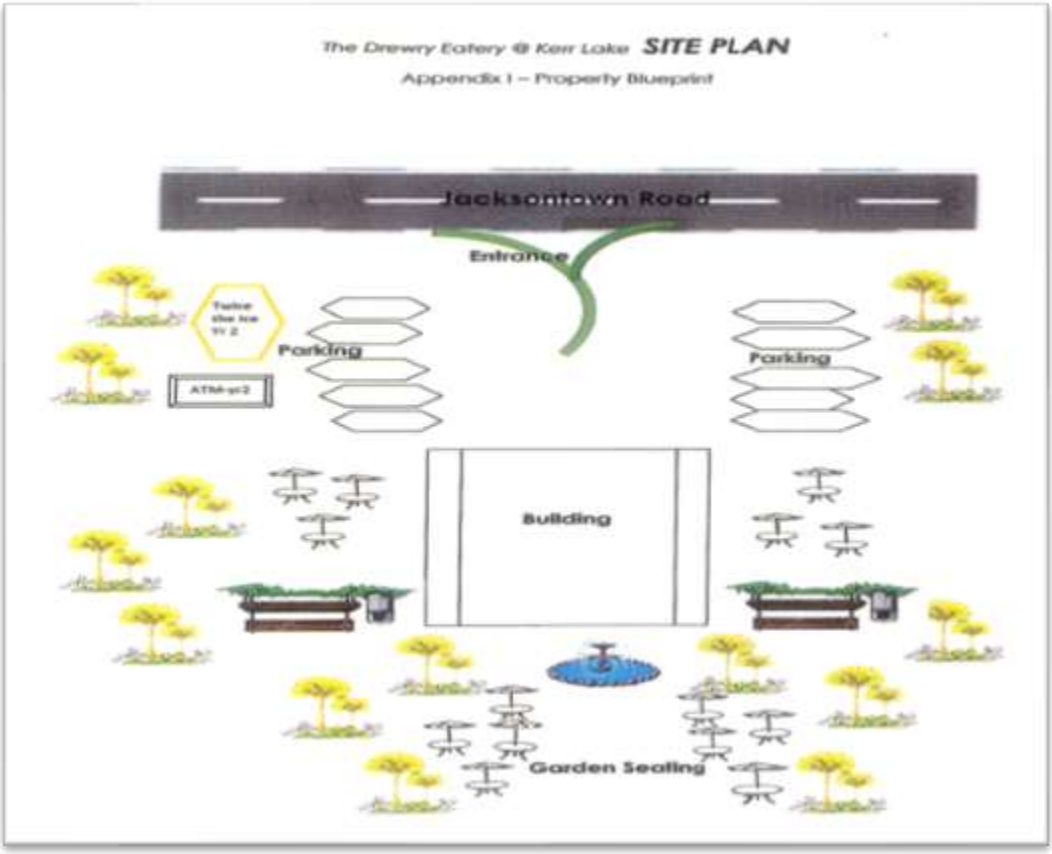
Applicant's name & contact information: Sherrie Evans-Bailey 919-417-1886

Applicant's signature certifies the accuracy of the above completed information:

Sherrie Evans-Bailey Date: Jan 28, 2020

6:15 pm PUBLIC HEARING (3 of 9)

*** Overview by Ken Krulik, Planner/Zoning Administrator**



6:15 pm PUBLIC HEARING (4 of 9)

* Overview by Ken Krulik, Planner/Zoning Administrator

Planning/Zoning and Code Enforcement Department
542 West Ridgeway Street
Warrenton, NC 27589
(PH) 252-257-7027 (FX) 252-257-1083

TO: Warren County Planning Board
FROM: Ken Krulik, AICP CZO - Planning and Zoning Administrator
DATE: February 24, 2020
RE: Planning Board agenda (3/3/20) action item/staff comments

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This document outlines comments from the Planning and Zoning Administrator related to the 3/3/20 Planning Board agenda items below. Where applicable staff recommendations are noted to identify compliance with (or non-compliance) with County regulations managing land use-development and to insure that State regulations are followed as well:

- **Petition for Re-Zoning (residential to commercial) RZ-2020-01:** one parcel (1.57 +/- acres) from Agricultural Residential [AR] to Neighborhood Business [NB] at Tax Map A4-13 on Jacksontown Road in Nutbush Township.
  A. Property located on Jacksontown Road north of Manson Drewry Road and Firefighter Dr.
  B. Owner proposes to use the site to build a restaurant (permitted use in the NB zoning district, but not the AR zoning district).
  C. NB zoned properties are within proximity to this location as well as the adjacent property to the north with the addresses of 4696 and 4712 Jacksontown Road (property on Firefighter Drive is also zoned NB).
  D. Action would be consistent with the County's Land Use Plan (3-11-02) which identifies commercial uses in the area of the intersection.
  E. ***Recommendation from Planning and Zoning Administrator: Approval for Re-Zoning from Agricultural Residential [AR] to Neighborhood Business [NB] Agricultural Residential for the noted 1.57 +/- acres per RZ-2020-01 complying with the County Zoning Ordinance (including a minimum 20' vegetative buffer between incompatible land uses) and all applicable North Carolina regulations.***

The information below is a reminder to insure project development progresses efficiently and as my recommendation that the appropriate project consultants coordinate with agency representatives. These include (but are not limited to) the NC Dept. of Environmental Quality (DEQ) and NC-Dept. of Transportation for the appropriate plans/permits:

- **Erosion and Sedimentation Control Plan with appropriate Best Management Practices (BMP's) for stormwater runoff management and water quality protection.**
- **Stream Restoration Plan.**
- **Required Riparian Buffers applicable for either the Tar –Pamlico and/or Roanoke River Basins (dependent on project location).**
- **401 Water Quality Certification Permit.**
- **NC-Dept. of Transportation driveway permits/compliance with road/street construction regulations.**
- **Compliance with Warren County zoning classification (s) and ordinance regulations as applicable.**
- **Compliance with the Warren County Floodplain ordinance as applicable**
- **Appropriate public utilities as necessary (public water/sewer) or for private well/septic (on-site wastewater treatment facility) the Warren County Dept. of Environmental Health.**

6:15 pm PUBLIC HEARING (5 of 9)

* Overview by Ken Krulik, Planner/Zoning Administrator

Planning/Zoning and Code Enforcement Department
542 West Ridgeway Street
Warrenton, NC 27589
(PH) 252-257-7027 (FX) 252-257-1083

TO: Warren County Planning Board
FROM: Ken Krulik, AICP CZO - Planning and Zoning Administrator KWK
DATE: August 28, 2020 (delivered August 31, 2020)
RE: Minutes of the March 3, 2020 Planning Board Meeting

Board Members: Tony Moran (Chair), Billy Pearce, Chip King, David Williams, Ted Echols, Barney Watson, Cynthia Moore (Secondary Alternate), two vacancies
County Staff: Ken Krulik, Shawn Burton, Stacy Woodhouse
Absent: Cynthia Moore, Ted Echols
Others Present: Sherrie Evans-Bailey (applicant), Robert Shaar (applicant), Sid Cutts

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- **Chair Tony Moran** called the meeting at 6:00 PM and verified quorum (five members). He moved to the next agenda item, review/approval of the minutes for the February 4, 2020 meeting.
- **Chair Tony Moran** asked if there were any changes to the minutes, there were none and he entertained a motion to approve:
  A. **Motion** made by **David Williams** to approve the February 4, 2020 minutes as submitted.
  B. **Second** was made by **Barney Watson,** on call for a vote by **Chair Tony Moran** all members voted to approve the February 4, 2020 minutes as submitted.
- **Chair Tony Moran** moved to the next item, setting the agenda – **Chair Tony Moran** entertained a motion to approve the agenda as submitted:
  A. **Motion** made by **David Williams** to approve the agenda as submitted for the March 3, 2020 meeting.
  B. **Second** was made by **Barney Watson** on call for a vote by **Chair Tony Moran** all Members voted to approve the March 3, 2020 agenda as submitted.
- **Chair Tony Moran** moved to the first new business item – Board Vacancies/Changes – Robert May.
- Board Members discussed the potential applicant and his background. There were no concerns raised, **Chair Tony Moran** entertained a motion to approve the applicant Robert May to fill one of the Board vacancies and recommend to the County Commissioners for formal appointment:
  A. **Motion** made by **David Williams** to approve Robert Mat as a candidate and recommend to the County Commissioners for appointment to the Planning Board.
  B. **Second** was made by **Barney Watson** on call for a vote by **Chair Tony Moran** all Members voted to approve Robert May as indicated for appointment.
- **Chair Tony Moran** moved to the next item, Petition for Re-Zoning (residential to commercial) RZ-2020-01: one parcel (1.57 +/- acres) from Agricultural Residential [AR] to Neighborhood Business [NB] at Tax Map A4-13 on Jacksontown Road in Nutbush Township.

6:15 pm PUBLIC HEARING (6 of 9)

* Overview by Ken Krulik, Planner/Zoning Administrator

- Ken Krulik gave background on the application as well as his planner's summary and recommendation for approval - applicant, Sherrie Evans-Bailey was present to respond to questions from the Board
- Sherrie Evans-Bailey explained her intent was to open a small restaurant at the location and the site is adjacent to property currently zoned commercial (Neighborhood Business).
- Board Members had some discussion on the proposed re-zoning, with no further questions or concerns raised. **Chair Tony Moran** entertained a motion to approve the proposed rezoning (RZ-2020-01) and recommend to the County Commissioners for public hearing and final action:
  - A. **Motion** made by **Barney Watson** to approve RZ-2020-01 as submitted and recommend to the County Commissioners for public hearing and final action.
  - B. **Second** was made by **Billy Pearce** on call for a vote by **Chair Tony Moran** all Members voted to approve RZ-2020-01 as submitted and recommend to the County Commissioners for public hearing and final action.
- **Chair Tony Moran** moved to the next item, Zoning Ordinance Text Amendment (s) – maximum height requirements in commercial districts.
- Ken Krulik gave background on the item as at the prior meeting this was discussed (2/4/20) and the Board decided by consensus for Ken Krulik to draft proposed language for the next meeting that increases the maximum building height in the LB and NB zoning districts to 60 feet (with language added to the CU provision to as applicable in the PUD-CR use up to 100 feet) and in the HB, LI an H I districts to increase up to 100 feet.
- Ken Krulik distributed the proposed zoning ordinance text amendment as indicated for review (copy included with these minutes). With no further discussion from the Board, Chair **Tony Moran** entertained a motion to approve the proposed text amendment and recommend to the County Commissioners for public hearing and final action:
  - A. **Motion** made by **David Williams** to approve the proposed text amendment as noted and recommend to the County Commissioners for public hearing and final action.
  - B. **Second** was made by **Barney Watson** on call for a vote by **Chair Tony Moran** all Members voted to approve the proposed text amendment as noted and recommend to the County Commissioners for public hearing and final action.
- **Chair Tony Moran** moved to the last agenda item, proposed project – site plan review for Chateau on the Lake (PUD-CR).
- Ken Krulik explained the background on the request and submitted concept/site plan/rendering by the applicant Robert Shaar as well as the conditional use permit provisions for the proposed PUD-CR development.
- Ken Krulik added that this plan review is part of the conditional use permit process stated in the current County Zoning Ordinance: "Review - The Warren County Planning Board shall receive and review requests for establishing (developing) a Planned Unit Development – Commercial Residential (PUD-CR) and shall make a recommendation to the Board of Adjustment within 30 days after its first consideration.
- Robert Shaar explained his proposed project and outlined his intent to meet the provisions of the County's regulations for the conditional use permit and a requested variance for the impervious surface ratio calculations (both applications to be sent to the Board of Adjustment for review).
- It was asked by **Chair Tony Moran** if a public information meeting could be set up to explain the project to residents given the scale of the proposal. Robert Shaar agreed to work on this and set up such a meeting.
- Board Members had some discussion on the proposed project and the rendering/concept plan/site plan as submitted by Robert Shaar. It was further by the Board Members and

6:15 pm PUBLIC HEARING (7 of 9)

*** Overview by Ken Krulik, Planner/Zoning Administrator**

Ken Krulik of further plans/permits necessary form the State as well as Dominion Power if the proposed project is to move forward after review by the Board of Adjustment.

- Ken Krulik explained the next steps for the proposed text amendment just approved by the Planning Board to go to the County Commissioners as well as the submittal and review process/public hearing process to be facilitated by the Board for Adjustment for the Chateau on the Lake conditional use permit application and variance request application as noted.
- With no further discussion from the Board, Chair **Tony Moran** entertained a motion to approve the proposed concept plan/rendering/site plan for Chateau on the Lake per the applicant as a recommendation to the Board of Adjustment at their next meeting:
  A. **Motion** made by **David Williams** to approve the proposed concept plan/rendering/site plan for Chateau on the Lake per the applicant as a recommendation to the Board of Adjustment at their next meeting.
  B. **Second** was made by **Billy Pearce** on call for a vote by **Chair Tony Moran** all Members voted to approve the proposed concept plan/rendering/site plan for Chateau on the Lake per the applicant as a recommendation to the Board of Adjustment at their next meeting.
- With no further business to review/consider by the Planning Board, **Chair Tony Moran** entertained a motion to adjourn the meeting:
  A. **Motion** made by **David Williams** to adjourn the March 3, 2020 Planning Board meeting.
  B. **Second** was made by **Barney Watson** on call for a vote by **Chair Tony Moran** all members voted to adjourn the March 3, 2020 Planning Board meeting.
- The March 3, 2020 Planning Board meeting was adjourned.

6:15 pm PUBLIC HEARING (8 of 9)

*** Overview by Ken Krulik, Planner/Zoning Administrator**

6:15 pm PUBLIC HEARING (9 of 9)

* Comments from the Public

Please sign up to speak.

The maximum time allotted to each speaker will be ____ (_) minutes.
The Clerk to the Board will keep time.

Any group of people who support or oppose the same position should designate a spokesperson.

Please address only those items which might not have been addressed by a previous speaker.

If a response from the County Manager and/or Board via Board Chairman is desired, please leave a copy of your comments with the Clerk to the Board.

Order and decorum will be maintained.

Board of Commissioners' Meetings are recorded.

Warren County Board of Commissioners

* Comments from: Board Members and/or County Manager

* Adjourn - Public Hearing

ITEM # 3

CITIZEN COMMENTS

Special Instructions

Due to COVID-19 restrictions, the public will be limited in attending the October 5th Warren County Board of Commissioners Meeting. No more than 25 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 and citizens may follow the guidelines below to submit Citizen Comments.
Rules for Citizen Comments for the October 5th 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, October 5th 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 October 5th 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 footage will be made available after the live stream ends.

Warren County Board of Commissioners

ITEM # 4-A

CONSENT AGENDA

Approve minutes of September 14, 2020 regular monthly meeting

Minutes have been provided to Board of Commissioners in a separate e-mail.

ITEM # 4-B

CONSENT AGENDA

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

By: John Preston, Interim Tax Administrator.

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

2020-2021

Current Year Collections

Tax Year	Charge	Collected in August	Collected to Date	Balance Outstanding	Percentage Collected
August 2020 FY21	$18,324,877	$2,608,367	$2,682,617	$15,642,259	14.64
August 2019 FY20	$17,721,030	$1,842,085	$1,842,085	$15,878,945	10.39

Delinquent Collections

2019	$635,254	$27,211	$86,878	$548,376	13.68
2018	232,460	4,326	11,395	$221,064	4.90
2017	163,160	1,332	5,930	$157,230	3.63
2016	91,499	1,632	3,999	$117,383	3.29
2015	77,136	1,012	1,662	$89,837	1.82
2014	106,295	1,064	1,394	$75,741	1.81
2013	82,245	844	1,640	$104,655	1.54
2012	62,876	346	346	$81,898	0.42
2011	58,017	355	555	$62,321	0.88
2010	58,019	264	264	$57,752	0.46
Total Delinquent Years	$1,566,961	$38,386	$114,063	$1,516,257	

Other August Receipts

County Penalties	$ 9,023	$ 16,763
Landfill User Fees	$ 197,389	$ 216,620
Municipalities	$ 66,162	$ 70,259
Fire District Taxes	$ 132,415	$ 139,498
Advance Taxes	$ 651	$ 789
AUGUST GRAND TOTAL	$4,894,478	$5,082,694

John Preston, Tax Administrator 9/14/2020

John Preston, Tax Administrator

ITEM # 4-C-1 (Pg 1 of 4)

CONSENT AGENDA

Tax Release Requests over $100 in accordance with NCGS 105-381 "Taxpayer's Remedies" for Board's approval.

By: John Preston, Interim Tax Admin.

Over $100 10/5/2020 CO MGR INITIALS:_____ Date:_____

ERROR CORRECTION RELEASES:

ABBOTT DALTON BRUCE	2020 31098-300	E4-100B	16484	$1,259.70	CORRECT BIS BILLING ERROR
ALSTON CLEMENTINE & CASS	2020 06108-300	D7-10A	17657	$300.62	BIS BILLING ERROR
AMMON JAMES & KIMBERLY	2020 31580-300	H1B-47	1436	$192.51	OVERASSESSED
AYSCUE DONNA	2019 00570-200		28090	$270.36	DOUBLE BILLED
AYSCUE DONNA	2020 00570-200		28232	$159.79	DOUBLE BILLED
AYSCUE JACK	2020 14184-200		26269	$177.63	DECEASED
AYSCUE JACK	2019 14184-200		26275	$191.19	DECEASED
AYSCUE JACK	2018 14184-200		30720	$206.83	DECEASED
AYSCUE JACK	2017 14184-200		30720	$221.53	DECEASED
AYSCUE JACK	2016 14184-200		57473	$210.82	DECEASED
AYSCUE JACK	2015 14184-200		54286	$205.44	DECEASED
AYSCUE JACK	2014 14184-200		51497	$214.82	DECEASED
AYSCUE JACK	2013 14184-200		48889	$231.12	DECEASED
AYSCUE JACK	2012 14184-200		45538	$235.18	DECEASED
AYSCUE JACK	2011 14184-200		42387	$247.74	DECEASED
AYSCUE JACK	2010 14184-200		41158	$262.33	DECEASED
AYSCUE JACK	2009 14184-200		38548	$226.48	DECEASED
AYSCUE JACK	2008 14184-200		36158	$248.53	DECEASED
AYSCUE JACK	2007 14184-200		33934	$259.63	DECEASED
BASKETT JANIE & JERRY	2007 02739-107		33790	$262.51	DECEASED
BASKETT JANIE & JERRY	2008 02739-108		35987	$251.31	DECEASED
BOWMAN JUDITH O	2020 17752-301	H9-8	10854	$152.94	WRONG VALUE/ACREAGE SPLIT OUT
BROWN FRED	2020 500		28193	$213.32	DOUBLE BILLED
CHAMBERS EDWIN K & JANE W	2020 48775	K3A2A3	25448	$1,252.50	CORRECT BIS BILLING ERROR
COLLIER ALFRED C & SUE S	2020 16115-301	E4-26	3584	$1,657.04	CORRECT BIS BILLING ERROR
DAVIS CLEVELAND HEIRS	2020 10629-200		26174	$213.68	DOUBLE WIDE DESTROYED
DAVIS CLEVELAND HEIRS	2019 10629-200		26125	$229.15	DOUBLE WIDE DESTROYED
DAVIS CLEVELAND HEIRS	2018 10629-200		26866	$248.23	DOUBLE WIDE DESTROYED
DAVIS CLEVELAND HEIRS	2017 10629-200		26866	$257.58	DOUBLE WIDE DESTROYED
DAVIS CLEVELAND HEIRS	2016 10629-200		57136	$254.09	DOUBLE WIDE DESTROYED
DAVIS CLEVELAND HEIRS	2015 10629-200		54001	$248.27	DOUBLE WIDE DESTROYED
DAVIS CLEVELAND HEIRS	2014 10629-200		51261	$256.84	DOUBLE WIDE DESTROYED
DAVIS CLEVELAND HEIRS	2013 10629-200		48639	$279.23	DOUBLE WIDE DESTROYED
DAVIS CLEVELAND HEIRS	2012 10629-200		45319	$286.85	DOUBLE WIDE DESTROYED
DAVIS CLEVELAND HEIRS	2011 10629-200		42221	$482.78	DOUBLE WIDE DESTROYED
DAVIS CLEVELAND HEIRS	2010 10629-200		40995	$498.76	DOUBLE WIDE DESTROYED
DAVIS CLEVELAND HEIRS	2009 10629-200		38412	$448.86	DOUBLE WIDE DESTROYED
DAVIS CLEVELAND HEIRS	2008 10629-200		36017	$635.00	DOUBLE WIDE DESTROYED
DAVIS CLEVELAND HEIRS	2007 10629-200		33824	$667.55	DOUBLE WIDE DESTROYED
DOWNEY ERSELL	2007 02244-200		33787	$285.21	MOBILE HOME REMOVED
DOWNEY ERSELL	2008 02244-200		35984	$272.76	MOBILE HOME REMOVED
DOWNEY ERSELL	2009 02244-200		38375	$239.95	MOBILE HOME REMOVED
DOWNEY ERSELL	2010 02244-200		40954	$244.54	MOBILE HOME REMOVED
DOWNEY ERSELL	2011 02244-200		42188	$233.35	MOBILE HOME REMOVED
DOWNEY ERSELL	2012 02244-200		45261	$221.14	MOBILE HOME REMOVED
DOWNEY ERSELL	2013 02244-200		48496	$220.05	MOBILE HOME REMOVED
DOWNEY ERSELL	2014 02244-200		51165	$205.68	MOBILE HOME REMOVED
DOWNEY ERSELL	2015 02244-200		53893	$196.02	MOBILE HOME REMOVED
DOWNEY ERSELL	2016 02244-200		57015	$201.54	MOBILE HOME REMOVED
DOWNEY ERSELL	2017 02244-200		26136	$212.04	MOBILE HOME REMOVED
DOWNEY ERSELL	2018 02244-200		26136	$197.78	MOBILE HOME REMOVED
DOWNEY ERSELL	2019 02244-200		26273	$182.54	MOBILE HOME REMOVED
DOWNEY ERSELL	2020 02244-200		26512	$169.66	MOBILE HOME REMOVED
FRANKLIN WILLIAM P	2020 41373-300	D11-2	796	$552.16	CORRECT BIS BILLING ERROR
GOMEZ JOSE	2007 01365-200		33869	$248.14	DOUBLE BILLED

ITEM # 4-C-1

Tax Release Requests over $100 in accordance with NCGS 105-381 "Taxpayer's Remedies" for Board's approval. (Continued)

GOMEZ JOSE	2008	01365-200		36064	$240.18	DOUBLE BILLED
GOMEZ JOSE	2009	01365-200		38463	$221.40	DOUBLE BILLED
GOMEZ JOSE	2010	01365-200		41049	$231.49	DOUBLE BILLED
GOMEZ JOSE	2011	01365-200		42289	$234.71	DOUBLE BILLED
GOMEZ JOSE	2012	01365-200		45386	$209.48	DOUBLE BILLED
HOGUE DOUG	2019	315		1908050	$435.74	BOAT SOLD SEPT 2018
HORNE KEVIN J & KAREN F	2020	20946-301	H5-47A	24263	$265.46	BIS BILL ERROR/UNDERASSESSED
JONES LAWRENCE C	2020	439		28140	$680.55	VEHICLE NOW REGISTERED
LOOPER STEPHEN D & MELISSA	2020	28954-301		26740	$183.70	BOAT SOLD 2019
LOWES FOOD OF WARRENTON	2020	06420-321	E6B475	2073	$5,492.23	BIS BILL ERROR/OVERASSESSED
MARSHALL DOUGLAS S	2020	36861-300	D10-6F	17259	$222.50	DID NOT RECEIVE AGE EXEMPT
MERCER MARVIN HEIRS	2020	13558-301	L4A26B5X	5203	$128.50	DOUBLE BILLED
MERCER MARVIN HEIRS	2019	13558-301	L4A26B5X	5203	$137.57	DOUBLE BILLED
MERCER MARVIN HEIRS	2018	13558-301	L4A26B5X	5203	$149.09	DOUBLE BILLED
MERCER MARVIN HEIRS	2017	13558-301	L4A26B5X	5203	$154.65	DOUBLE BILLED
MUTUALWIN TINY HOME DEV LLC	2020	49157	E6B370	49157	$2,451.15	CORRECT BIS BILLING ERROR
RENN W H HEIRS	2020	33219-302	A11-29	10166	$1,313.84	CORRECT BIS BILLING ERROR
SAWYER RIKKI JOANN	2020	18492-300	D7A-36	19099	$141.18	AGE EXEMPT NOT CORRECT
SCOTT CHRISTOPHER LEE	2020	49698	L3B-51	7947	$688.60	ADJ VALUE PER 2020 APPEAL
SEWARD EDWARD JR & SHARLYN	2020	36525-300	B6A-1	10899	$217.50	DID NOT RECEIVE AGE EXEMPT
SIMMONS CHRISTILA M	2020	02128-200		26482	$239.71	DOUBLE BILLED
SIMMONS CHRISTILA M	2019	02128-200		27363	$256.63	DOUBLE BILLED
SIMMONS CHRISTILA M	2018	02128-200		29204	$277.99	DOUBLE BILLED
SIMMONS CHRISTILA M	2017	02128-200		29204	$295.56	DOUBLE BILLED
SIMMONS CHRISTILA M	2016	02128-200		57318	$293.34	DOUBLE BILLED
SIMMONS CHRISTILA M	2015	02128-200		54182	$284.33	DOUBLE BILLED
SIMMONS CHRISTILA M	2014	02128-200		51405	$309.90	DOUBLE BILLED
SIMMONS CHRISTILA M	2013	02128-200		48775	$354.57	DOUBLE BILLED
SIMMONS CHRISTILA M	2012	02128-200		45457	$380.31	DOUBLE BILLED
SIMMONS CHRISTILA M	2011	02128-200		42339	$403.28	DOUBLE BILLED
SMITH DOROTHY	2009	10291-200		38367	$203.94	MOBILE HOME DESTROYED
STEPHENS DONALD & RITA	2020	42043-300	B1-18I	25109	$352.00	WRONG VALUE ON PROPERTY
THOMAS GENEVA S	2020	31223-300	I12-10C	23693	$388.05	CORRECT BIS BILLING ERROR
WALKER JOSEPH S	2010	04251-200		41110	$154.28	BOAT MOVED OUT OF STATE
WALKER JOSEPH S	2012	04251-200		45494	$265.95	BOAT MOVED OUT OF STATE
WALKER JOSEPH S	2013	04251-200		48802	$251.79	BOAT MOVED OUT OF STATE
WALKER JOSEPH S	2014	04251-200		51422	$217.57	BOAT MOVED OUT OF STATE
YANCEY RAYMOND	2020	45912-201		27658	$160.00	MH DEMOLISHED
YANCEY RAYMOND	2020	45912-302	F6A-39C	16737	$498.99	MH DEMOLISHED
TOTAL ERROR CORRECTIONS:					**$37,389.01**	

ITEM # 4-C-1

Tax Release Requests over $100 in accordance with NCGS 105-381 "Taxpayer's Remedies" for Board's approval. (Continued)

MOTOR VEHICLE RELEASES:

ALSTON KELLY LEROY	2011 11655-111		V-41704	$125.51	DECEASED
FITTS HENRY EARL	2007 04523-107		V-33244	$100.71	UNCOLLECTABLE
MAYES PULPWOOD	2007 27039-107		V-33661	$221.13	DECEASED
MAY ROBERT THOMAS JR/STYERS	2009 34583-109		V-38363	$204.52	VEHICLE SOLD
MAY ROBERT THOMAS JR/STYERS	2012 34583-112		V-44696	$460.90	VEHICLE SOLD

SUB-TOTAL MOTOR VEHICLE RELEASES:	**$1,112.77**
SUB-TOTAL CORRECTION RELEASES:	**$37,389.01**
Total Releases	**$38,501.78**

LANDFILL USER FEE RELEASES:

CLARK ADDIE	2020 08433-200		27869	$150.00	MOBILE HOME NOT LIVABLE
DAVIS BEN HEIRS OF	2020 10536-300	E5-171	3509	$150.00	NO LFUF/HSE UNOCCUPIED
HAWTREE VOLUNTEER FIRE	2020 02363-300	E3-42-44	9256	$150.00	NO LFUF/EXEMPT
MOSS JESSIE D	2019 33716-200	C10-59	26683	$150.00	NO LFUF/NO ELECTRIC
MOSS JESSIE D	2018 33716-200	C10-59	28318	$150.00	NO LFUF/NO ELECTRIC
MOSS JESSIE D	2017 33716-200	C10-59	28318	$150.00	NO LFUF/NO ELECTRIC
MOSS JESSIE D	2016 33716-200	C10-59	57267	$132.00	NO LFUF/NO ELECTRIC
MOSS JESSIE D	2015 33716-200		54122	$120.00	NO LFUF/NO ELECTRIC
THORNTON WILLIE G & MARIE	2020 40606-200		27418	$150.00	MH NO LIVABLE

TOTAL LFUF RELEASES:	**$1,302.00**
Total Releases	**$39,803.78**

ITEM # 4-C-2

CONSENT AGENDA

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

By: S. Beatty, Tax Admin.

Under $100 — 10/5/2020 — CO MGR INITIALS: VJ Date: 9/24/2020

ERROR CORRECTION RELEASES:

NAME	Year	ACCT#	MAP #	RECORD #	AMOUNT	REASON
ABBEY JAMES E	2020	17168-300		26358	$ 2.45	COUNTY OWNED PROPERTY
ALSTON TERRENCE ANDRE	2020	51067	F6-105	51067	$ 42.26	CORRECTED ACREAGE
BANTY RONALD W & LINDA S	2020	02504-300	L2B-5	768	$ 2.00	RELEASE DOG TAX
COLLINS SHERMAN B & JENNIFER	2020	20765-300		26457	$ 16.65	SOLD BOAT 2019
CREECH JAMES S & SHERYL P	2020	30959-300		22065	$ 58.97	SOLD JET SKI JULY 2019
EDGERTON RICKY	2020	39790-200		2000057	$ 10.65	WAIVED LATE LISTING FEE
GOSS TRACY H & CATHERINE H	2020	42480-300		20000023	$ 30.06	BOAT OVER ASSESSED
HART WILLIAM R	2020	49429-200		2000063	$ 5.70	WAIVED LATE LISTING FEE
HOGUE DOUG	2020	315		28091	$ 4.60	BOAT SOLD SEPT 2018
LAMB BOBBY DEAN	2020	01990-200		26437	$ 4.60	BOAT SOLD 2012
LAMB BOBBY DEAN	2019	01990-200		27345	$ 4.40	BOAT SOLD 2012
LAMB BOBBY DEAN	2018	01990-200		32287	$ 5.18	BOAT SOLD 2012
LAMB BOBBY DEAN	2017	01990-200		32287	$ 19.02	BOAT SOLD 2012
LAMB BOBBY DEAN	2016	41943-116		57187	$ 19.35	BOAT SOLD 2012
LAMB BOBBY DEAN	2015	41943-115		54048	$ 17.34	BOAT SOLD 2012
LAMB BOBBY DEAN	2014	41943-114		51303	$ 18.42	BOAT SOLD 2012
LAMB BOBBY DEAN	2013	41943-111		48681	$ 21.43	BOAT SOLD 2012
MONCURE C P JR & DEBORAH	2020	41652-300		2000140	$ 52.82	WAIVED LATE FEE
RICHARDSON ALFRED & JUDITH	2020	26146-300	J11-74A	4413	$ 19.37	LAND OVERASSESSED/PWR LINE
RICHARDSON JUDITH A	2020	26146-301	J11-79B	24953	$ 33.73	ADJUSTED FOR POWER LINES
WATSON FREDA G	2020	11249-300		26188	$ 82.75	BOAT MOVED TO VA IN 2019
WATSON JAMES H & BERTIE D	2020	05210-308	C6-33	3146	$ 47.45	REMOVED 1 M/H HOOKUP
WIESINGER PETER	2020	49295-200		2000055	$ 58.46	BOAT OVER ASSESSED/WAIVED FEE
SUB-TOTAL ERROR CORRECTIONS:					**$577.66**	

MOTOR VEHICLE RELEASES:

ALSTON KELLY LEROY	2007	11655-107		V-33638	$ 14.26	DECEASED
ALSTON THEOTICE BELL	2007	00484-107		V-33728	$ 51.89	VEHICLE TOTALED
ALSTON THESSALONIA	2007	01615-107		V-33260	$ 41.02	VEHICLE TOTALED
BARNES EDITH DURHAM	2007	12386-107		V-33191	$ 47.64	DECEASED
BASKETT JANIE BULLOCK	2013	02739-13		V-48081	$ 37.58	DECEASED
BURCHETTE JERON CORNELIUS	2013	38608-113		V-47862	$ 22.51	PLATES TURNED IN 2013
BURCHETTE JERON CORNELIUS	2013	38608-113		V-47862	$ 13.67	PLATES TURNED IN 2013
FITTS HENRY EARL	2007	04523-107		V-33501	$ 45.92	DECEASED
HAYES BETTY HARRISON	2010	33763-110		V-40524	$ 15.32	VEHICLE REG IN RALEIGH
HEDGEPETH REGINALD ELI	2009	02109-109		V-37977	$ 13.56	VEHICLE REG IN VANCE CO
HEDGEPETH REGINALD ELI	2009	02109-109		V-37973	$ 54.21	VEHICLE REG IN VANCE CO
LANGSTON GWENDOLYN A	2008	21858-108		V-35838	$ 11.55	DECEASED
LANGSTON GWENDOLYN A	2008	21858-108		V-35477	$ 42.82	DECEASED
MAYES MATTHEW GARLAND	2009	27039-109		V-36508	$ 62.05	PLATES TURNED IN
MAY BARBARA LYNCH	2007	39546-107		V-33662	$ 63.37	DECEASED
RICHARDSON QUINN	2008	30996-108		V-35450	$ 12.35	VEHICLE LAST INSPECTED 2015
RICHARDSON QUINN	2012	30996-112		V-44892	$ 35.07	VEHICLE LAST INSPECTED 2015
SUB-TOTAL MOTOR VEHICLE RELEASES:					**$ 584.79**	
SUB-TOTAL CORRECTION RELEASES:					**$577.66**	
Total Releases					**$1,162.45**	

ITEM # 4-D

CONSENT AGENDA

Resolution November 2020 Native American Heritage Month

Resolution
November 2020
Native American Heritage Month

Whereas when Warren County was founded, it was still home to several Native American tribes, particularly the Haliwa, Nansemond, Tuscarora and Saponi; and

Whereas Native American tribes' Trading Paths extended from middle North Carolina into what is now Petersburg, VA, trading furs with Virginians, on the path which passed the present town of Norlina in Warren County, and

Whereas by the beginning of the 1700's, large numbers of Native American tribes were caused to move away from present-day Warren County; and

Whereas, between **1882 and early 1900s** three schools were established in Warren and Halifax Counties to serve Haliwa-Saponi children.

Whereas in **1957** The Haliwa School opened in Warren County, serving children in grades 1–12. The school was tribally controlled and state recognized under the county school system, but closed in 1969 as a result of school desegregation, and

Whereas in **1965** The Haliwa receive state recognition as an Indian tribe, and

Whereas in modern day, the Haliwa-Saponi Tribe consists of 4,300 enrolled tribal members and approximately 2,700 (62%) live in a very tight-knit tribal community on the Warren County border, and

Whereas, the Haliwa-Saponi "Culture Exchange Day" is usually held in November, an annual event for school groups and community members to come out and enjoy cultural dancing, singing, drumming, native foods and crafts.

NOW, THEREFORE BE IT RESOLVED that the Warren County Board of Commissioners recognize: **November 2020 as Native American Month.**

BE IT FURTHER RESOLVED that all Warren County citizens are encouraged to celebrate the diversity and uniqueness of our Native American population.

Adopted this the 5th day of October, 2020.

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

ITEM # 4-E

CONSENT AGENDA

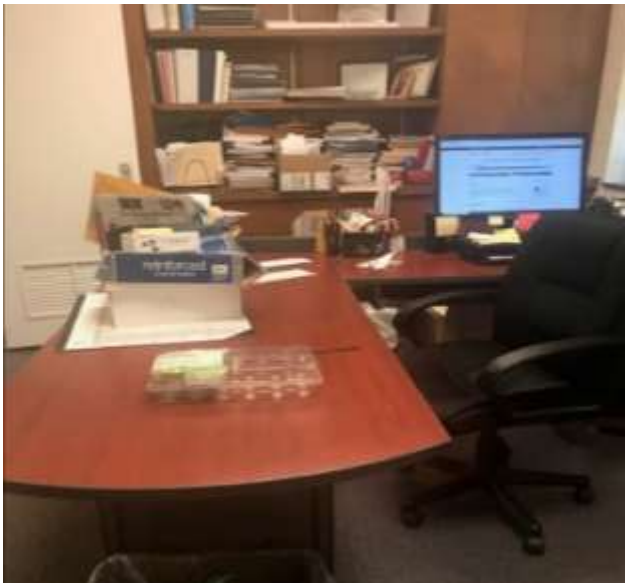
Resolution declaring surplus property and authorizing County Manager or designee to sale items and/or tax foreclosed properties.

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 # 4-E

Resolution declaring surplus property and authorizing County Manager or designee to sale items and/or tax foreclosed properties.



Desk from County Admin office

Lenovo Think Pad X140e EDU Series

ITEM # 4-E **(Pg 3 of 5)**

Resolution declaring surplus property and authorizing County Manager or designee to sale items and/or tax foreclosed properties.

Cooperative Extension Services
1997 Ford Ranger – 97,584 miles
Vin # 1FTCR14U5VPA76415

ITEM # 4-E **(Pg 4 of 5)**

Resolution declaring surplus property and authorizing County Manager or designee to sale items and/or tax foreclosed properties.

Tax ID B9 34 D1 – Minimum Bid $2,401
Description listed as lot, no acreage given
870 Cross Creek Rd, Sandy Creek Township

ITEM # 4-E

Resolution declaring surplus property and authorizing County Manager or designee to sale items and/or tax foreclosed properties.

SALE OF SURPLUS
WARREN COUNTY PROPERTY

WHEREAS, the County of Warren has certain property which is no longer needed and/or has been foreclosed for delinquent taxes and may lawfully dispose of such property through on-line auction.

NOW, THEREFORE, BE IT RESOLVED THAT, pursuant to Article 12, North Carolina General Statute 160A-268 & 160A-270, the Warren County Board of Commissioners will sell through online auction the following:

Property ID	Minimum Bid	Property Location
B9 34 D1	$2,401	Tax foreclosed property at lot on 870 Cross Creek Rd, Sandy Creek Township

1 desk from County Administration office

1 Lenovo Think Pad X140e EDU Series from County admin office

Cooperative Extension Services, 97 Ford Ranger – 97,584 miles ID # 6415

= = = =

The property will not be open for inspection and is being sold in "as is" condition with no warranties.

A minimum bid has been established per property. The Warren County Board of Commissioners reserves the right to reject any or all bids, to waive informalities, and to award bid in the opinion of the Owner's best interest. All questions should be directed to: Vincent Jones, Warren County Manager (252) 257-3115 (8:30 am to 5:00 pm, Monday through Friday) or e-mailed to vincentjones@warrencountync.gov.

BE IT FURTHER RESOLVED, The Board of Commissioners authorizes the County Manager (or designee) to dispose of said property(ies) 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 5th day of October 2020.

WARREN COUNTY BOARD OF COMMISSIONERS
Tare Davis, Chairman

ATTEST:

ITEM # 5

Updates from

County Manager
Vincent Jones

ITEM # 6-A

FINANCE OFFICE

Katherine Brafford, Finance Officer

Amendment # 3 to FY 20-21 Warren County Budget Ordinance

= = = =

TO: Warren County Board of Commissioners

FROM: Kathy Brafford, Finance Director

RE: Recommendation for Approval of Budget Ordinance Amendment #3

Background

Budget Amendment #3 to the FY 2021 Budget Ordinance is being presented for approval. This amendment does the follow:

1) Increases appropriations in the Sheriff's Office budget by $1,200 – to re-budget funds that were approved in FY 2020 – but never spent. These funds are for installing equipment on the Ford Explorer that was ordered in FY 2020 – but, due to COVID, was not delivered until FY 2021.

2) Increases appropriations in the Health Dept budget by $49,027. Of this amount, $7,128 is for additional funding for the WIC Program, and $41,898 is for additional grant funding for COVID related expenses.

3) Decreases appropriations in the Senior Center budget by $11,470 and decreases appropriations in the DSS budget by $2,422 as a result of a decrease in the amount of the HCCBG funding awarded by the Kerr Tar Regional COG. The amount of the previous year's funding was initially budgeted; however, when the grant was awarded, it was $13,982 less than the previous year's amount.

ITEM # 6-A **(2 of 5)**

Amendment # 3 to FY 20-21 Warren County Budget Ordinance

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4) Increases appropriations in the DSS – Administration budget by $943.60 as a result of increased funding for the Duke Energy Progress – Energy Neighbor Fund.

5) Increases appropriations in the Recreation Department budget by $297,540, which represents the amount of the PARTF Grant that was awarded last fiscal year. As a result of COVID – and the timeliness of awarding the grant, none of the grant funds were spent in FY 2020. Therefore, the entire grant is being re-appropriated in the current fiscal year. The grant revenue and the grant match from fund balance are also being re-appropriated, as none of the grant funds were received or spent in last fiscal year.

6) Re-allocates $9,816 of the $10,000 budgeted in the Human Resources budget for Salary Progression – to the departments and/or funds to which they apply. This includes the pro-rated Salary, FICA, Retirement, and/or 401(k) line-items affected by the Salary Progression.

7) Increases appropriations in Fund 28 for an additional appropriation of CARES Act Funding (CRF) which the County received in August, totaling $382,938.19. Additionally, this reduces an appropriation of fund balance approved at the August 3rd BOCC meeting by $4,998, as a result of a few minor purchases made in FY 2021 – but accrued to the previous fiscal year, resulting in a reduction to the balance needing to be re-appropriated.

ITEM # 6-A (pg 3 of 5)

Amendment # 3 to FY 20-21 Warren County Budget Ordinance

AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE
2020/2021
Amendment No. 3

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		1,200
Health Department		49,027
DSS		944
DSS		(2,422)
Senior Center		(11,470)
Recreation		297,540
County Manager's Office		982
Finance Office		422
Register of Deeds		233
Buildings & Grounds Maintenance		340
Sheriff's Office		2,113
Detention Center		495
Emergency Medical Services		304
Economic Development Commission		619
Cooperative Extension		245
Health Department		1,767
DSS		1,907
DSS - Child Support		127
Senior Center		210
Transfers to Other Funds		52
Human Resources		(9,816)
Total	**$**	**334,819**

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:

Appropriated Fund Balance - General Fund		149,970
Restricted Intergovernmental - Other		134,878
Restricted Intergovernmental - Health		49,027
Restricted Intergovernmental - DSS 1571		944
Total	**$**	**334,819**

ITEM # 6-A (pg 4 of 5)

Amendment # 3 to FY 20-21 Warren County Budget Ordinance

Section 9 of the Warren County Budget Ordinance, pertaining to the Regional Water System Enterprise Fund, shall be amended as follows:

Increase/(Decrease) Expenditures:

Regional Water System		52
Total	**$**	**52**

Section 9 of the Warren County Budget Ordinance, pertaining to the Regional Water System Enterprise Fund, shall be amended as follows:

Increase/(Decrease) Revenues:

Transfers from Other Funds		52
Total	**$**	**52**

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

Increase/(Decrease) Appropriations:

CARES Act Expenditures		377,940
Total	**$**	**377,940**

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		(4,998)
Restricted Intergovernmental - Other		382,938
Total	**$**	**377,940**

This amendment:

- Increases appropriations in the Sheriff's Office budget by $1,200 - to rebudget funds that were approved in FY 2020 - but never spent. These funds are for installing equipment on the Ford Explorer that was ordered in FY 2020 - but, due to COVID, was not delivered until FY 2021.

  Funding Source: Fund Balance - General Fund

- Increases appropriations in the Health Dept budget by $49,027, $7,128 of which is for additional funding for the WIC Program, and $41,898 of which is for additional grant funding for COVID related expenses.

  Funding Source: State Health Grants

ITEM # 6-A (pg 5 of 5)

Amendment # 3 to FY 20-21 Warren County Budget Ordinance

- Decreases appropriations in the Senior Center budget by $11,470 and decreases appropriations in the DSS budget by $2,422, as a result of a decrease in the amount of HCCBG funding awarded by the Kerr Tar Regional COG. The amount of the previous years funding was initially budgeted; however, when the grant was awarded, it was $13,892 less than the previous year's amount.

  Funding Source: Home & Community Care Block Grant (HCCBG) - decrease

- Increases appropriations in the DSS - Administration budget by $943.60 as a result of increased funding for the Duke Energy Progress - Energy Neighbor Fund.

  Funding Source: DHHS - Duke Energy Progress-Energy Neighbor Fund

- Increases appropriations in the Recreation Department budget by $297,540, which represents the amount of the PARTF Grant that was awarded last fiscal year. As a result of COVID - and the timeliness of awarding of the grant, none of the grant funds were spent in FY 2020. Therefore, the entire grant is being re-appropriated in the current fiscal year. The grant revenue and the grant match from fund balance are also being re-appropriated, as none of the grant funds were received or spent in last fiscal year.

  Funding Source: Restricted Intergovernmental - Other
  Fund Balance - General Fund

- Re-allocates $9,816 of the $10,000 budgeted in the Human Resources budget for Salary Progression - to the departments and/or funds to which they apply. This includes the pro-rated Salary, FICA, Retirement, and/or 401(k) line items affected by the salary progression.

  Funding Source: Human Resources Budget

- Increases appropriations in Fund 28 for an additional appropriation of CARES Act Funding (CRF) which the County received in August, totaling $382,938.19. Additionally, this reduces an appropriation of fund balance approved at the August 3rd BOCC meeting by $4,998, as a result of a few minor purchases made in FY 2021 - but accrued to the previous fiscal year, resulting in the balance needing to be re-appropriated being reduced by this amount.

- Funding Source: CARES Act Funding

Respectfully Submitted 9/28/2020

Katherine C. Brafford

Katherine C. Brafford, Finance Director

ITEM # 6-B (1 of 2)

FINANCE OFFICE
Katherine Brafford, Finance Officer

Amendment # 4 to FY 20-21 Warren County Budget Ordinance

MEMORANDUM

TO: Warren County Board of Commissioners

FROM: Kathy Brafford, Finance Director

DATE: September 28, 2020

RE: Recommendation for Approval of Budget Ordinance Amendment #4

Background

Budget Amendment #4 to the FY 2021 Budget Ordinance is being presented for approval. This amendment does the follow:

> Appropriates $25,000 of Fund Balance in the District III Enterprise Fund to cover additional operating expenses anticipated due to significant increases in public utilities material and tapping costs.

ITEM # 6-B **(2 of 2)**

Amendment # 4 to FY 20-21 Warren County Budget Ordinance

AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE
2020/2021
Amendment No. 4

Section 15 of the Warren County Budget Ordinance, pertaining to the District III Water System Enterprise Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Expenditures:

District III Water System Enterprise Fund	$	25,000
Total	**$**	**25,000**

Section 16 of the Warren County Budget Ordinance, pertaining to the District III Water System Enterprise Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Revenues:

Fund Balance Appropriated	$	25,000
Total	**$**	**25,000**

This amendment:

- Appropriates Fund Balance in District III to cover additional operating expenses due to significant increases in public utilities material and tapping costs.

Respectfully Submitted 9/28/2020

Katherine C. Brafford

Katherine C. Brafford, Finance Director

ITEM # 7-A

CONSIDER PUBLIC HEARING

Schedule Public Hearing for rezoning petition for a small parcel of land across from the Lake Gaston Jet Ski business off of 903 (near Wildwood Point subdivision).

Request is to set the public hearing for November 2nd during 6pm regular Commissioners meeting.

ITEM # 7-B

CONSIDER PUBLIC HEARING

Having held a required public hearing to hear citizen comments regarding: (increased height maximum for the LB, NB, HB, LI and HI zoning districts) and Table of Permitted Uses Conditional Use Permits (PUD-CR), item is now presented for Board's action.

= = =

Notice is hereby served that the Warren County Board of Commissioners will hold a public hearing on **Monday, October 5, 2020 at 6:00 PM** in the Warren County Armory Civic Center, Warrenton, NC. The purpose of this hearing is to receive citizen's comments regarding:

Proposed text amendments to the Warren County Zoning Ordinance – Table II-1 Dimensional Requirements (increased height maximum for the LB, NB, HB, LI and HI zoning districts) and Table of Permitted Uses Conditional Use Permits (PUD-CR) per Warren County Planning Board - Planning and Zoning Administrator

ITEM # 7-C

CONSIDER PUBLIC HEARING

Having held a required public hearing to hear citizen comments regarding: Petition to Re-Zone from residential to commercial, RZ-2020-01: one parcel (1.57 +/- acres) from Agricultural Residential [AR] to Neighborhood Business [NB] at Tax Map A4-13 on Jacksontown Road in Nutbush Township, item is now presented for Board's action.

= = =

Notice is hereby served that the Warren County Board of Commissioners will hold a public hearing on **Monday, October 5, 2020 at 6:15 PM** in the Warren County Armory Civic Center, Warrenton, NC. The purpose of this hearing is to receive citizen's comments regarding:

Petition for Re-Zoning (residential to commercial) RZ-2020-01: one parcel (1.57 +/- acres) from Agricultural Residential [AR] to Neighborhood Business [NB] at Tax Map A4-13 on Jacksontown Road in Nutbush Township

ITEM # 8 (pg 1 of 2)

GAP BILL APPEAL TO BOARD FOR APPROVAL REGARDING $29.93 Bill on Davis 1998 Toyota

By: John Preston, Tax Admin.

Justification & Description (give short summary of topic, why its needed and how item appears on the Agenda).	Per NCGS 105-317.1 (C), taxpayer is appealing my prior decision not to release his vehicle tax bill. He claims that vehicle was not within my jurisdiction to tax him, but refuses to provide an supporting documentation for me to release it. Per Machinery Act, "burden is on the taxpayer to prove that situs of personal property was in another jurisdiction"

ITEM # 8 (pg 1 of 2)

GAP BILL APPEAL TO BOARD FOR APPROVAL
REGARDING $29.93 Bill on Davis 1998 Toyota

John Preston
Tax Administrator
johnpreston@warrencountync.gov

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

August 17, 2020

To the Board of County Commissioners,

Re: Recommendation to deny taxpayers appeal of his July 2020 Gap Bill

Per NCGS 105-330.3, this office is required to collect property taxes for unregistered vehicles between the expiration of a vehicle's registration and the renewal of that registration **or** the issuance of a new registration.

This office received notice from the NCDMV in July, that Mr. Davis' 1998 Toyota was issued a new registration and new tags, after a 21-month gap. Mr. Davis received a tax bill from us for $29.93 in July 2020.

Mr. Davis called and reported that his vehicle was sold to a family member and registered in VA, during this gap period. When asked for a copy of the VA registration or any other supporting documentation, Mr. Davis refused, stating that "it wasn't his job".

Per page 166, case note "C" of the Machinery Act of North Carolina Annotated, *"Burden is on Taxpayer to Prove Tax Situs Is in Another Jurisdiction"*

Since this burden (tax situs) was not met, his request to release this gap bill was denied.

Per NCGS 105-317.1 (C), Mr. Davis is requesting to appeal that decision to the board of County Commissioners, since the Board of E&R has adjourned.

It is the recommendation of the Warren County Tax Office to deny this appeal, since the issue of situs (Warren County) has not been disproven.

Sincerely,

John Preston
Tax Administrator

ITEM # 9-A (1 of 2)

Request for authorization to partner with Town of Warrenton and submit Application for NC IDEAS' Fall 2020 Ecosystem Grant for Frontier Warren in the amount of $150,000, no match requirement. Town of Warrenton will take the lead in this project.

The Town of Warrenton and Warren County Economic Development want to apply for NC IDEA's Fall 2020 Ecosystem Grant for Frontier Warren in the amount of $150,000 (no match). The Town of Warrenton is taking the lead on the grant application, and the Town of Warrenton will receive the funds and monitor grant performance (two-year performance period). Warren County EDC will help in writing the grant and in making certain decisions with the funding in accordance with the Frontier Warren MOU between the county and town; the EDC Director will also serve on the grant team. The county's grants policy requires approval from the Board of Commissioners before administrative support can be given to a non-county entity.

Recommendation

Approval of Warren County's administrative assistance to the Town of Warrenton in making the application for a $150,000 grant to NC IDEA for Frontier Warren.

ITEM # 9-A (2 of 2)

Request for authorization to partner with Town of Warrenton and submit Application for NC IDEAS' Fall 2020 Ecosystem Grant for Frontier Warren in the amount of $150,000, no match requirement. Town of Warrenton will take the lead in this project.

WARREN COUNTY BOARD OF COMMISSIONERS
602 WEST RIDGEWAY STREET
POST OFFICE BOX 619
WARRENTON, NORTH CAROLINA 27589

Tare Davis, Chairman
Victor Hunt, Vice Chairman
Bertadean Baker
Jennifer Pierce
Walter Powell

Vincent Jones
County Manager

Angelena Kearney-Dunlap
Clerk to the Board

To: Warren County Board of Commissioners

Through: Vincent Jones, County Manager

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

Re: NC IDEA Fall 2020 Ecosystem Grant

Background

The Town of Warrenton and Warren County have partnered together to operate the Frontier Warren co-working space and entrepreneur incubation hub at 140 S. Main St., Warrenton. The Town of Warrenton will be submitting an application for a $150,000 non-matching grant from NC IDEA. The Town of Warrenton has asked Warren County Economic Development to assist in writing the grant; the County will be involved in activities related to grant funds if awarded. However, the Town will be the entity submitting the grant and monitoring and reporting on the grant to NC IEA.

NC IDEA is a private foundation with a mission to maximize the economic potential of the people of North Carolina by supporting the formation and fruition.

In accordance with the Warren County Grants Policy, the Board of Commissioners shall approve any county funds used as a match and/or any administrative support given to making and/or monitoring the grant. The Warren County grant policy states: "The Board of Commissioners must take formal board action in support of providing matching funds or an application for a non-County entity. A non-County entity should not apply for a grant that assures matching funds provided by Warren County unless formal action is taken by the Warren County Board of Commissioners."

Recommendation

Approval of Warren County's administrative assistance to the Town of Warrenton in making the application for a $150,000 grant to NC IDEA for Frontier Warren.

ITEM # 9-B (1 of 3)

Request authorization to apply for NC Commerce Building Reuse Grant for renovations to vacant Soul City building in support of Project Bridge

Project Bridge is an economic development project that plans 21 jobs to Warren County in the Soul City community over the course of two years. Project Bridge is the expansion of an information technology company based in Greenville, SC into Warren County, NC. In order to support this company's expansion and job creation, Warren County EDC would like to apply for a NC Commerce Building Reuse Grant for renovations to a vacant building in Soul City.

To: Warren County Board of Commissioners

Through: Vincent Jones, County Manager

From: Charla Duncan, Senior Assistant to the County Manager
Warren County Administration/Economic Development Director (Interim)

Re: NC Commerce Building Reuse Grant application request for Project Bridge

Background

For the past several months, the Economic Development Director has been working with Project Bridge on the company's expansion efforts into Warren County. Both parties have also been working with the Economic Development Partnership of North Carolina. The EDPNC project name of "Project Bridge" is used throughout this memo as certain elements of this project are still of a confidential nature.

Project Bridge:
Project Bridge is a business expansion project of a technology company located in Greenville, SC that is interested in expanding into Warren County in the Soul City community. This company has been in busines in South Carolina for twenty years.

Project Bridge is a private company that will focus on IT development with its agile development teams. Development teams are structured and empowered by the organization to organize and manage their own work. The resulting synergy optimizes the Development Team's overall efficiency and effectiveness. Development teams will be dedicated specifically for the development of UI and reporting applications. The team will design, build, test and develop data platform applications for industries across the country.

ITEM # 9-B (2 of 3)

Request authorization to apply for NC Commerce Building Reuse Grant for renovations to vacant Soul City building in support of Project Bridge

Project Bridge intends to create 21 jobs in Warren County over the course of two years (through 2022). Salaries are planned to range from $26,000-$60,000.

Project Bridge has a non-profit arm that is partnering with FVW Opp. Inc. (Franklin, Vance, Warren). The two organization have joined their individually proven strategies, expertise and experience in a place-based approach that intentionally combines STEM education, college and career preparedness, environmental stewardship and economic development in low-resourced rural schools and communities. The resulting model aims to reduce poverty, increase educational access and equity, and promote and provide access to high income opportunity.

Project Bridge will create a state-of-the-art education center used to give underserved students access to advance technology that will increase his/her opportunity for high demand careers. The center will be used to train students how to capture, analyze, perform predictive analysis, machine learning (ML), create artificial intelligence and report on data captured around the world.

Also on site will be a small data center used to capture all IoT and smart city data. The center will be used to train students how to operate, maintain and support a production data center. All data will be used to develop the corresponding AI algorithm needed to improve the products and processes surrounding Project Bridge IoT initiatives. This data center will be operated in conjunction with NC A&T math department and data scientists. The owner of Project Bridge is a NC A&T alum.

A state-of-the-art monitoring center where staff and students monitor all electronic activities both locally and abroad. The monitoring center will capture, analyze, report and alert all project data and IoT statuses in real-time using the leading real time operational intelligence platform on the market. Students will gain the experience of data science research, machine learning, and AI technology.

NC Commerce Building Reuse Grant Program:
The Rural Economic Development Division, as authorized under N.C.G.S. 143B-472.127, provides grants and loans to local government units to support economic development activity that will lead to the creation of new, full-time jobs. The program gives priority to projects located in the 80 most distressed counties in the state; and resident companies as defined in N.C.G.S. 143B-472 (a) 4.

One of these programs is the Building Reuse Grant for the renovation of vacant buildings for the purpose of economic development. A county will apply on behalf of a business interested in renovating a vacant building; the local match required is 5% of the approved grant amount.

The potential funding available for each project will be assessed though analysis of the project and will be based upon the project's location, the quantity and quality of jobs committed, the overall economic impact of the project, and at the discretion of the Rural Infrastructure Authority.

ITEM # 9-B (3 of 3)

Request authorization to apply for NC Commerce Building Reuse Grant for renovations to vacant Soul City building in support of Project Bridge

County Match:
Project Bridge intends to submit up to $800,000 in eligible building renovations during the grant period. The maximum amount the grant will fund is 50% or $400,000. Once an application is submitted, Commerce will review the project and base their proposal on a certain amount of dollars per job created during the grant period. That amount would typically not exceed $12,500 per job and likely could be lower.

If Commerce offered $12,500 per job for the 21 jobs created in 2021-2022 then the grant would be for $262,500. In that scenario the county would need to contribute $13,125.

County Grants Policy:
According to the Warren County Grants Policy, any grant request over $50,000 with a match over 10% or $5,000 requires Board of Commissioners approval.

Recommendation

After hearing a presentation from Project Bridge, the EDC Board unanimously voted at their September 20, 2020 meeting to recommend to the Board of Commissioners to make this application to NC Commerce on behalf of Project Bridge. The Warren County Economic Development Director also recommends making this application, including a match up to $13,125.

ITEM # 10 (1 of 10)

PUBLIC UTILITIES CHANGE ORDER # 1
Wise Interchange Water & Sewer System Improvements

Funding Source: WCPU Enterprise Funding

By

Macon Robertson, Interim Director

Wise Interchange Sewer Project

September 28, 2020

Memo

The Wise Interchange sewer project has progress very well and we are ahead of the proposed time line for this project. During the construction of the new sewer collection system we have discovered that the crossline culverts for the existing access road have severely corroded as shown in the attached picture. In order to maintain the integrity of the access road to the existing Waste Water Pump Station as well as the newly installed sewer collection system I am recommending that the existing road culverts be replaced with High Density Poly Ethaline (HDPE)
Road culverts that meet NCDOT public road specifications.

With the project time line being ahead of schedule we are anticipating some cost savings within the project budget to aid in the cost of the change order expense. To what extent the saving will be is unknown until the projects final adjusting change order that will close out the project. Warren County Water & Sewer District II Fund balance and The Golden Leaf Foundation is a funding source for the project. If the project has a cost overrun due to the addition of Change order # 1 the additional funds will be taken from District II fund balance that has adequate funds to cover the overrun.

ITEM # 10 (2 of 10)

PUBLIC UTILITIES CHANGE ORDER # 1
Wise Interchange Water & Sewer System Improvements

Warren County - Wise Interchange Water & Sewer System Improvements 6/19

Change Order No. 1

Date of Issuance: September 25, 2020	Effective Date: October 5, 2020
Owner: Warren County	Owner's Contract No.:
Contractor: H. G. Reynolds Co., Inc.	Contractor's Project No.:
Engineer: Rivers & Associates, Inc.	Engineer's Project No.: 2017139
Project: Wise Interchange Water & Sewer System Improvements	Contract Name: Wise Interchange Water & Sewer System Improvements

The Contract is modified as follows upon execution of this Change Order:
Description:
Add new line items for replacement of existing CMP culverts with new 24" and 30" HDPE culverts with outlet protection due to poor condition of existing culverts as shown in Attachment 1.

Attachments: *[List documents supporting change]*
Attachment 1 – Change in Contract Price
Attachment 2 – Contractor's Price Proposals for New Items Not In Original Contract
Attachment 3 – Photograph Documenting Condition of Existing CMP Culverts

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES *[note changes in Milestones if applicable]*
Original Contract Price: $ 291,831.00	Original Contract Times: Substantial Completion: 120 Ready for Final Payment: 120 days ~~or dates~~
[Increase] [Decrease] from previously approved Change Orders No. N/A to No. N/A: $ 0.00	[Increase] [Decrease] from previously approved Change Orders No. N/A to No. N/A: Substantial Completion: 0 Ready for Final Payment: 0 days
Contract Price prior to this Change Order: $ 291,831.00	Contract Times prior to this Change Order: Substantial Completion: 120 Ready for Final Payment: 120 days ~~or dates~~
[Increase] [~~Decrease~~] of this Change Order: $ 20,885.67	[Increase] [Decrease] of this Change Order: Substantial Completion: 0 Ready for Final Payment: 0 days ~~or dates~~
Contract Price incorporating this Change Order: $ 312,716.67	Contract Times with all approved Change Orders: Substantial Completion: 120 Ready for Final Payment: 120 days ~~or dates~~

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: [signature]	By:	By:
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Title: Project Manager	Title	Title
Date: 9/25/20	Date	Date

Approved by Funding Agency (If applicable)
By: Date:
Title:

ITEM # 10 (3 of 10)

PUBLIC UTILITIES CHANGE ORDER # 1
Wise Interchange Water & Sewer System Improvements

WARREN COUNTY

WISE INTERCHANGE WATER & SEWER SYSTEM IMPROVEMENTS

CHANGE ORDER NO. 1

ATTACHMENT 1 - CHANGE IN CONTRACT PRICE

ORIGINAL CONTRACT AMOUNTS						CHANGE ORDER NO. 1 - FINAL			
						NET ADD / (DEDUCT)		REVISED CONTRACT AMOUNTS	
ITEM NO.	QTY.	UNIT	DESCRIPTION	UNIT PRICE	COST	QTY.	COST	QTY.	COST
1.	586	LF	8" DIP Gravity Sewer Line (0'-6')	$ 94.00	$ 55,084.00	-	$0.00	586.00	$55,084.00
2.	71	LF	8" DIP Gravity Sewer Line (6'-8')	$ 94.00	$ 6,674.00	-	$0.00	71.00	$6,674.00
3.	1,447	LF	8" Gravity Sewer Line (0'-6')	$ 55.00	$ 79,585.00	-	$0.00	1,447.00	$79,585.00
4.	314	LF	8" Gravity Sewer Line (6'-8')	$ 58.00	$ 18,212.00	-	$0.00	314.00	$18,212.00
5.	196	LF	8" Gravity Sewer Line (8'-10')	$ 61.00	$ 11,956.00	-	$0.00	196.00	$11,956.00
6.	5	LF	8" Gravity Sewer Line Stub-out w/Cap (8'-8')	$ 55.00	$ 275.00	-	$0.00	5.00	$275.00
7.	13	EA	4' Dia. Standard Manhole (0'-6')	$ 4,180.00	$ 54,340.00	-	$0.00	13.00	$54,340.00
8.	4	EA	4' Dia. Standard Manhole (6'-8')	$ 4,400.00	$ 17,600.00	-	$0.00	4.00	$17,600.00
9.	1	EA	4" Sewer Service (In Line)	$ 275.00	$ 275.00	-	$0.00	1.00	$275.00
10.	1	EA	4" Sewer Service (In Manhole)	$ 275.00	$ 275.00	-	$0.00	1.00	$275.00
11.	2	EA	Sewer Cleanouts	$ 275.00	$ 550.00	-	$0.00	2.00	$550.00
12.	40	LF	4" Sewer Service Line	$ 55.00	$ 2,200.00	-	$0.00	40.00	$2,200.00
13.	50	LF	16" Steel Casing (Jack & Bore) - US Hwy 1	$ 242.00	$ 12,100.00	-	$0.00	50.00	$12,100.00
14.	400	LF	Silt Fence	$ 3.00	$ 1,200.00	-	$0.00	400.00	$1,200.00
15.	20	EA	Rock Silt Check Dam	$ 55.00	$ 1,100.00	-	$0.00	20.00	$1,100.00
16.	800	SY	Matting for Erosion Control	$ 6.00	$ 4,800.00	-	$0.00	800.00	$4,800.00
17.	200	CY	Rock Excavation	$ 28.00	$ 5,600.00	-	$0.00	200.00	$5,600.00
18.	675	TN	ABC Stone Access Road Restoration	$ 28.00	$ 18,900.00	-	$0.00	675.00	$18,900.00
19.	20	CY	Select Backfill	$ 11.00	$ 220.00	-	$0.00	20.00	$220.00
20.	10	TN	Stabilization Stone	$ 38.50	$ 385.00	-	$0.00	10.00	$385.00
21.	1	LS	Testing Allowance	$ 500.00	$ 500.00	-	$0.00	1.00	$500.00
22.	-	LF	24" HDPE Culvert w/ Outlet Protection	$ 121.83	$ -	89.00	$10,842.87	89.00	$10,842.87
23.	-	LF	30" HDPE Culvert w/ Outlet Protection	$ 167.39	$ -	60.00	$10,042.80	60.00	$10,042.80
			TOTAL BASE BID		$ 291,831.00		$20,885.67		$312,716.67

ORIGINAL CONTRACT PRICE	$291,831.00
INCREASE / (DECREASE) OF THIS CHANGE ORDER	$20,885.67
CONTRACT PRICE INCORPORATING THIS CHANGE ORDER	$312,716.67

INDICATES NEW LINE ITEM WITH NEGOTIATED UNIT PRICE

ITEM # 10 (4 of 10)

PUBLIC UTILITIES CHANGE ORDER # 1
Wise Interchange Water & Sewer System Improvements

Re: Culvert Replacement at Wise Sewer

Fred Stowe <fstowe@riversandassociates.com>
Fri 9/18/2020 10:54 AM
To: Ken Long <KLong@hgreynolds.net>
Cc: MaconRobertson@warrencountync.gov <MaconRobertson@warrencountync.gov>; Chandler Jackson <cjackson@riversandassociates.com>

Ken,

It was brought to my attention that my previous email regarding the culvert replacements was in error and the two (2) 24" culverts discussed last Friday did not include the one already replaced, but included the one north of the existing pump station where undermining of the road has occurred. For simplicity in presenting the change order, will it be acceptable to you if we present it in a manner that covers all additional work associated with the culvert replacements as follows:

89 LF 24" HDPE Culvert w/ Outlet Protection @ $121.83/LF = $10,842.87
60 LF 30" HDPE Culvert w/ Outlet Protection @ $167.38/LF = $10,042.80

Total $20,885.67

I believe this covers the 29 LF of 24" HDPE previously installed plus outlet protection and all additional replacements we are considering. If this is acceptable, we will prepare a change order for approval by Warren County.

Frederick L. Stowe, P. E.
Project Manager
Rivers & Associates Inc.
107 E 2nd St
Greenville NC 27858
P: 252-752-4135 x240

Rivers & ASSOCIATES, INC.

From: Ken Long <KLong@hgreynolds.net>
Sent: Thursday, September 17, 2020 3:07 PM
To: Fred Stowe <fstowe@riversandassociates.com>
Cc: MaconRobertson@warrencountync.gov <MaconRobertson@warrencountync.gov>
Subject: Culvert Replacement at Wise Sewer

Fred,

Attached is our pricing on the existing culvert replacements as requested per the furnished details at the Wise site.

ITEM # 10 (5 of 10)

PUBLIC UTILITIES CHANGE ORDER # 1
Wise Interchange Water & Sewer System Improvements

I have priced all the Rip Rap outlets as Culvert size 1 at 20' length. This will require work beyond the existing easement width of 35 feet, so additional clearing and shaping of the channel will be required. We will not be responsible for any additional easement acquisition or responsibility of the disturbance of this additional area. The 30" outlet at the replacement of the 18 and 24 inch pipe will be placed over the existing gully fill of removed site rock and soil. If the end of the new Rip Rap is still a gully, we have not priced any additional work; however if easy we will place any leftover site rock or rip rap in the gully as much as we have or as far as we can reach at no cost. We will have no responsibility of warranty for this fill or it absence and how it effects the drainage/erosion.

I have also priced the addition of one of these outlets to be placed at the outlet of the existing pipe at the pond area for consideration.

Recap of Prices:
60 Lf of 30" Hdpe and two outlet structures: $10,045.00

60Lf of 24" Hdpe and two outlet structures: $ 7,310.00

One outlet structure: $2,385.00

Price breakdowns are attached.

Ken Long | Vice President

H.G. Reynolds Company, Inc.
Office: (252) 492-3071 ext. 5 | Fax: (252) 492-2590
P.O. Box 209
Henderson, North Carolina 27536
NC Lincese # 14149

-----Original Message-----
From: hgrnccopier@gmail.com [mailto:hgrnccopier@gmail.com]
Sent: Thursday, September 17, 2020 2:33 PM
To: Ken Long
Subject: Xerox Scan

Please open the scanned attachment

Number of Images: 6
Attachment File Type: PDF

Device Name: VersaLink C7025
Device Location:

ITEM # 10 (6 of 10)

PUBLIC UTILITIES CHANGE ORDER # 1
Wise Interchange Water & Sewer System Improvements

H. G. REYNOLDS COMPANY, INC.

PROPOSAL — CHANGE EVENT — 17-Sep-20

PROJECT: Warren County Wise Interchange Sewer — PROPOSAL NO.: COR-002

DESCRIPTION: Replace 30" CMP with HDPE Drain Pipe

A.	DIRECT COSTS:		
	1. Labor (per breakdown attached)	$0.00	
	2. S. S. and insurance on labor	$0.00	
	3. Material (per breakdown attached)	$3,838.80	
	4. Sales tax on materials	$259.12	
	5. Equipment (per breakdown attached)	$0.00	
	6. Subcontract cost (per attached schedule)	$4,889.00	
	7. Direct supervision cost (per attached schedule)	$0.00	
	8. Other direct costs	$	
	9. FREIGHT	$0.00	
	10.	$	
	11.	$	
	12.	$	
	SUBTOTAL		$8,986.92
B.	INDIRECT COSTS:		
	1. Off-site supervision	$	
	2. Project scheduling changes	$	
	3. Home office overhead	$	
	4. Project interuption costs	$	
	5. Other indirect costs	$	
	6.	$	
	SUBTOTAL		$0.00
C.	CONSEQUENTIAL COSTS:		
	1. Strikes	$	
	2. Weather effects	$	
	3. Acts beyound Contractor's control	$	
	4. Cost of approval delays that alter schedule	$	
	5. Delay in payments or retainage	$	
	6. Delay in Contract work or close out	$	
	7. Acceleration	$	
	8. Other consequental costs	$	
	SUBTOTAL		$0.00
	SUBTOTAL (A+B+C)		$8,986.92
	OVERHEAD AND PROFIT ON SUBCONTRACT 5%		$244.45
	OVERHEAD AND PROFIT ON GENERAL CONTRACT 15%		$614.69
	SUBTOTAL		$9,846.06
	BOND, BUILDERS RISK, PERMIT, G. L. INSURANCE 2%		$196.92
	TOTAL CHANGE ORDER	$167.38 Per LF	$10,042.98

ITEM # 10 (7 of 10)

PUBLIC UTILITIES CHANGE ORDER # 1
Wise Interchange Water & Sewer System Improvements

CODE	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL LABOR	UNIT PRICE	TOTAL MATERIAL	UNIT PRICE	TOTAL EQUIP	TOTAL SUB-BIDS
					0		0		0	0
	30" HDPE Smooth wall corregated pipe	60	LF		0	25.080	1,505		0	2,400
	Stone bedding 6"	18	tns		0	23.000	414		0	270
	Pickup and delivery of HDPE				0		0		0	200
	Filter cloth for outlet	60	SY		0	3.000	180		0	180
	Rip Rap for outlet Class B	60	tns		0	29.000	1,740		0	1,200
	Remove and dispose of existing pipe	90	LF		0		0		0	225
	Clearing shaping for Rip Rap	1800	SF		0		0		0	414
					0		0		0	0
					0		0		0	0
					0		0		0	0
					0		0		0	0
					0		0		0	0
					0		0		0	0
					0		0		0	0
					0		0		0	0
					0		0		0	0
					0		0		0	0
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					0		0		0	0
					0		0		0	0
					0		0		0	0
					0		0		0	0
					0		0		0	0
					0		0		0	0
					0		0		0	0
					0		0		0	0
					0		0		0	0
	SUB TOTAL				0		3,839		0	4,889

ITEM # 10 (8 of 10)

PUBLIC UTILITIES CHANGE ORDER # 1
Wise Interchange Water & Sewer System Improvements

H. G. REYNOLDS COMPANY, INC.

PROPOSAL — CHANGE EVENT — 17-Sep-20

PROJECT: Warren County Wise Interchange Sewer — PROPOSAL NO.: COR-001

DESCRIPTION: Replace 24" CMP with HDPE Drain Pipe

A.	DIRECT COSTS:		
	1. Labor (per breakdown attached)	$0.00	
	2. S. S. and insurance on labor	$0.00	
	3. Material (per breakdown attached)	$2,916.00	
	4. Sales tax on materials	$196.83	
	5. Equipment (per breakdown attached)	$0.00	
	6. Subcontract cost (per attached schedule)	$3,416.00	
	7. Direct supervision cost (per attached schedule)	$0.00	
	8. Other direct costs	$	
	9. FREIGHT	$0.00	
	10.	$	
	11.	$	
	12.	$	
	SUBTOTAL		$6,528.83
B.	INDIRECT COSTS:		
	1. Off-site supervision	$	
	2. Project scheduling changes	$	
	3. Home office overhead	$	
	4. Project interuption costs	$	
	5. Other indirect costs	$	
	6.	$	
	SUBTOTAL		$0.00
C.	CONSEQUENTIAL COSTS:		
	1. Strikes	$	
	2. Weather effects	$	
	3. Acts beyound Contractor's control	$	
	4. Cost of approval delays that alter schedule	$	
	5. Delay in payments or retainage	$	
	6. Delay in Contract work or close out	$	
	7. Acceleration	$	
	8. Other consequental costs	$	
	SUBTOTAL		$0.00
	SUBTOTAL (A+B+C)		$6,528.83
	OVERHEAD AND PROFIT ON SUBCONTRACT 5%		$170.80
	OVERHEAD AND PROFIT ON GENERAL CONTRACT 15%		$466.92
	SUBTOTAL		$7,166.55
	BOND, BUILDERS RISK, PERMIT, G. L. INSURANCE 2%		$143.33
	TOTAL CHANGE ORDER		$7,309.89

ITEM # 10 (9 of 10)

PUBLIC UTILITIES CHANGE ORDER # 1
Wise Interchange Water & Sewer System Improvements

CODE	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL LABOR	UNIT PRICE	TOTAL MATERIAL	UNIT PRICE	TOTAL EQUIP	TOTAL SUB-BIDS
					0		0		0	0
		0	LF		0	25.080	0		0	0
		0	tns		0	23.000	0		0	0
					0		0		0	0
	Filter cloth for outlet	30	SY		0	3.000	90		0	90
	Rip Rap for outlet Class B	30	tns		0	29.000	870		0	600
		0	LF		0		0		0	0
	Clearing shaping for Rip Rap	1800	SF		0		0		0	414
					0		0		0	0
					0		0		0	0
					0		0		0	0

ITEM # 10 (10 of 10)

PUBLIC UTILITIES CHANGE ORDER # 1
Wise Interchange Water & Sewer System Improvements

ITEM # 11-A (1 of 3)

BOARD/COMMITTEE/COMMISSION APPOINTMENT

Economic Development Commission (EDC)
Brady Martin to a three (3) year term
October 5, 2020 – January 30, 2022

To: Warren County Board of Commissioners

Through: Vincent Jones, County Manager

From: Charla Duncan, Economic Development Director (Interim)

Re: Recommendation for appointment for the EDC Board

Background

There are currently two vacant seats on the board of the Warren County Economic Development Commission. At their September 2020 meeting, board members discussed applications submitted to fill the vacancies.

Recommendation

The EDC board is recommending that the Warren County Board of Commissioners appoint Brady Martin to fill one of the vacant seats on the EDC board. The EDC board members are still deliberating on a recommendation for the second vacancy.

ITEM # 11-A (2 of 3)

Economic Development Commission (EDC) - Brady Martin

Statement of Interest to Serve

List in order of preference the Board/Committee/Commission for which you would be willing to serve. Select one:	Economic Development Commission (EDC)
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	Economic Development Commission (EDC)
Applicants Name	**Brady Martin**
Email Address	martinba2020@gmail.com
City	Littleton
State	North Carolina
Zip Code	27850
Alternate Number	*Field not completed.*
Birthdate	01/28/1955
Race	Indian/Native American
Sex	Male
Do you live in Warren County?	Yes
Job title	Manager of Marketing & Economic Development
Are you presently serving in an elected or appointed position? Please explain:	no
Company / Agency & Address	Halifax Electric Membership Corporation
Military experience?	No Military Experience

ITEM # 11-A (3 of 3)

Economic Development Commission (EDC) - Brady Martin

List your Commissioner district, info available at Elections (252) 257-2114.	II - Six Pound, River & Roanoke
Educational Background:	
Name & address of High School	Person County Sr. High, Roxboro, NC
Name & address of College attended	East Carolina University, Greenville, NC
Degree earned	BSBA
List all past employment and/or volunteer experience you have had which may be beneficial in evaluating your qualifications.	*Field not completed.*
Work experience	Halifax EMC since 2000
Volunteer experience	Warren County EDC Board, Past Chair Enterprise Baptist Church, Deacon Warren County Youth Services Bureau Lake Gaston Regional Chamber of Commerce, Board member
How did you become aware of Warren County volunteer opportunities?	Current County Volunteer
Date this form completed	08/16/2020
I certify by my typed initials that all information given is correct to the best of my knowledge.	Bam

NOTE TO APPLICANT: This form is active for six (6) months from date of submission.

Email not displaying correctly? View it in your browser.

ITEM # 11-B (1 of 3)

BOARD/COMMITTEE/COMMISSION APPOINTMENT

Juvenile Crime Prevention Council (JCPC)
Angelena Kearney-Dunlap to a two (2) year At-Large Slot
October 5, 2020 – January 1, 2023

WARREN COUNTY
JUVENILE CRIME PREVENTION COUNCIL MEETING
Date: September 14, 2020

New Business

- Statement of Interest to Serve as JCPC Member at Large was received from Angelena Kearney-Dunlap. Motion was made by Chief Goble Lane to recommend appointment of Angelena Kearney-Dunlap as Member-at-Large, seconded by Felecia Gupton, and duly carried by unanimous vote. This item now moves to the Board of Commissioners for official action.

ITEM # 11-B (2 of 3)

Juvenile Crime Prevention Council (JCPC)
Angelena Kearney-Dunlap to a two (2) year At-Large Appointment

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. JCPC
2.
3.
4.

Your full name Angelena Kearney-Dunlap

Date of Birth July 13, 1954 Sex Female Race Afro/American

Mailing Address 465 Stagecoach Road

City and Zip Code Warrenton, NC 25789

Street Address SAME

City and Zip Code

Home Phone 252-213-9932 Work Phone 257-3115 until 11/24/2020

Job Title Clerk to the Board of Commissioners (Retired as of February 1, 2021)

Company or Agency

Email Address akdunlap54@yahoo.com

Do you live in the county? Yes ☒ No ☐

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

Educational Background

Name and Address of High School Attended John Graham / Kittrell Job Corps

Name and Address of College Attended Vance Granville CC, Henderson, NC
Durham Business School, Durham, NC & Victory Bible Institute (VBI), Tulsa, OK

Degree Received Ministry License

Please list any military experience None

ITEM # 11-B (3 of 3)

Juvenile Crime Prevention Council (JCPC)
Angelena Kearney-Dunlap to a two (2) year At-Large Appointment

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

Clerk to Board of Commissioner until Feb. 1, 2021

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

Work Experience See attached

Volunteer Experience Oasis of Hope Ministry Outreach Coordinator & Youth Ministry Workers

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

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

If other, please explain: Invitation from JCPC members

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 Angelena Kearney-Dunlap, Clerk

Date September 10, 2020

Please feel free to attach a resume if so desired.

ITEM # 12

Updates from

Warren County Board of Commissioners

ITEM # 13

CLOSED SESSION IN ACCORDANCE WITH

NCGS § 143-318.11(a)(6)

Personnel Matters

ITEM # 14

ADJOURN

OCTOBER 5, 2020
BOARD MEETING