

**MINUTES FROM THE REGULAR MONTHLY MEETING HELD BY THE BOARD OF COUNTY COMMISSIONERS FOR THE COUNTY OF WARREN IN THE WARREN COUNTY COURTHOUSE ON MAIN STREET, WARRENTON, NC ON MAY 3, 2010 AT 10:00 AM.**

The meeting of the Board of County Commissioners was called to order by Chairman Barry Richardson. Other Commissioners present: William Davis, Ernest Fleming, Jennifer Jordan, and Ulysses Ross. Others in attendance: County Manager Linda T. Worth, County Attorney Karlene Turrentine and Finance Director Barry Mayo.

**A moment of silence was observed.**

Chairman Richardson read "Conflict of Interest Disclaimer":

*"Members of the 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.*

Commissioner William Davis disclosed that he exchanged two (2) loads of clean red clay for one (1) load of top soil from the EMS satellite site on US Highway 401 under construction. County Attorney Karlene Turrentine, stated there is an appearance of conflict. County Manager Linda T. Worth informed the board that dirt from the site had been put out to the public for sale but no one showed interest in purchasing the dirt.

There were no Citizen Comments.

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, Agenda Item # 7 "**Amendment # 17 to the FY 2009-10 Warren County Budget Ordinance**" was amended to add \$10,000 from fund balance to repair courthouse air conditioning unit.

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, May 3, 2010 Suggested Agenda was adopted as amended.

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, Consent Agenda Item # 6A – Minutes of April 5, 2010 Regular Monthly Meeting were adopted.

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, Consent Agenda Item # 6B – Interest Income Report for March 2010 was adopted as follows:

**INTEREST INCOME REPORT  
Month of March 2010**

<b>FUND</b>	<b>MARCH INCOME</b>	<b>FISCAL YEAR TO - DATE</b>
General	845.31	11,703.73
Revaluation	8.86	164.31
E 911 Telephone System	27.00	1,030.46
Buck Spring Project	18.86	441.10
Ambulance Storage Facility	0.26	6.01
Library Building Project Fund	1.40	5.42
National Guard Armory	1.17	177.08
Regional Water Enterprise Fund	23.75	657.20
District 1 Enterprise Fund	43.22	880.23
Solid Waste	27.96	347.12
District II Enterprise Fund	40.78	798.03
District III Capital Project Fund	10.67	301.52
District III Phase II BANS	0.25	5.76
District III Enterprise Fund	32.22	372.26
Soul City Pump Station Improvements	0.26	6.15
District II Phase II	0.86	13.57
	<b>1,082.83</b>	<b>16,909.95</b>

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, Consent Agenda Item # 6C – Tax Collector’s Report for March 2010 was adopted:

**Tax Collector's Report  
to the Warren County Board of Commissioners  
For the Month MARCH 2010**

**Current Year Collections**

<b>Tax Year</b>	<b>Charge</b>	<b>Collected in MARCH</b>	<b>Collected to Date</b>	<b>Balance Outstanding</b>	<b>Percentage Collected</b>
<b>MARCH 2010 FY10</b>	<b>\$15,104,261</b>	<b>\$258,802</b>	<b>\$14,095,021</b>	<b>\$1,009,240</b>	<b>93.32%</b>
<b>MARCH 2009 FY09</b>	<b>\$13,119,723</b>	<b>251,373</b>	<b>12,175,067</b>	<b>944,656</b>	<b>92.80%</b>

**Delinquent Collections**

<b>Year</b>	<b>Charge</b>	<b>Collected</b>	<b>Balance Outstanding</b>	<b>Percentage Collected</b>
2008	\$688,385	\$23,593	\$ 280,800	59.21%
2007	258,992	6,099	200,900	22.43%
2006	195,728	2,187	166,462	14.95%
2005	155,266	2,016	135,476	12.75%
2004	124,083	971	115,060	7.27%
2003	99,912	571	95,864	4.05%
2002	178,411	5,269	117,077	34.38%
2001	171,644	352	169,296	1.37
2000	96,871	169	94,591	2.35%
1999	41,772	253	39,759	4.82%
<b>Total Delinquent Years</b>	<b>\$ 2,011,064</b>	<b>\$41,479</b>	<b>\$ 1,415,285</b>	

**Other MARCH Receipts**

County Penalties	\$ 20,393	\$ 135,755
Landfill User Fees	\$ 34,255	\$ 1,013,723
Municipalities	\$ 21,153	\$ 670,060
Fire District Taxes	\$ 19,489	\$ 648,120
Advance Taxes	\$ 10,084	\$ 15,255

**MARCH GRAND TOTAL**

<b>\$ 405,655</b>	<b>\$ 17,173,713</b>
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*R. Edwin Mitchum*

**R. Edwin Mitchum, Tax Collector Date 04/19/2010**

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, Consent Agenda Item # 6D – request for Tax Releases Over \$100 were approved as follows:

Over \$100	5/3/2010	Date: _____
<b>ERROR CORRECTION RELEASES:</b>		
L G V HOLDINGS	2009 29084 300 L2A 61	2479 \$4,012.39 CLERICAL
WILLIAMS PLUMMER	2009 571 200 F10 24 LH	26783 \$193.63 DBL LIST
<b>SUB-TOTAL ERROR CORRECTIONS:</b>		<b>\$4,206.02</b>
<b>MOTOR VEHICLE RELEASES:</b>		
TAYLOR EDITH J	2009 39910 2382 MXB3568	59095 \$156.10 REL TO HALIFAX
WARREN COUNTY	2009 2267 2014 13526T	75467 \$108.73 EXEMPT
<b>SUB-TOTAL MOTOR VEHICLE RELEASES:</b>		<b>\$264.83</b>
<b>SUB-TOTAL CORRECTION RELEASES:</b>		<b>\$4,206.02</b>
<b>Total Releases</b>		<b>\$ 4,470.85</b>

County Manager approved request for Tax Releases Under \$100 are as follows:

Under \$100	5/3/2010	Date: <u>4/26/10</u>				
<b>ERROR CORRECTION RELEASES:</b>						
<b>NAME</b>	<b>Year</b>	<b>ACCT#</b>	<b>MAP #</b>	<b>RECORD #</b>	<b>AMOUNT</b>	<b>REASON</b>
<b>SUB-TOTAL ERROR CORRECTIONS:</b>					\$	-
<b>MOTOR VEHICLE RELEASES:</b>						
ALEXANDER CASS L	2009	33081 2219	YRN8332	74368	\$30.10	TOTALED
CHAMP THEODORE	2009	7519 1803	WTX1917	72466	\$9.76	SOLD
GEAR JASON T	2009	9962 1814	XNB5539	75267	\$25.44	SOLD
KRAFT MICHAEL J	2009	24733 1956	XWH2139	62072	\$3.82	SOLD
MCGEE JACQUELINE P	2009	26325 1566	WJN8814	75019	\$28.26	SOLD
PENDERGRASS RONNIE RAY	2009	30627 1382	YRN9412	74835	\$7.38	SOLD
RHODES MARK ALEX	2009	29876 1708	YWZ4460	68999	\$14.10	MOVED OUT OF STATE
ROSS TIMOTHY W	2009	2229 1847	SXV5651	67274	\$22.15	SOLD
SEAMAN RAYMOND J	2009	36415 1476	MYD6274	74929	\$30.33	SOLD
SIMMONS YOLANDA S	2009	18243 2540	YNC5958	68087	\$5.76	MOVED OUT OF STATE
<b>SUB-TOTAL MOTOR VEHICLE RELEASES:</b>					<b>\$177.10</b>	
<b>SUB-TOTAL CORRECTION RELEASES:</b>					<b>\$0.00</b>	
<b>Total Releases</b>					<b>\$ 177.10</b>	

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, Consent Agenda Item # 6E – Department of Transportation Petition request from Frank Chicariell, Jr. to add Linwood-Kearney Road in Carter Estates Subdivision off Lick Skillet Road to the State maintained system was approved for submission.

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, Consent Agenda Item # 6F – **Proclamation “May 2010 Older Americans Month”** was adopted as follows:

STATE OF NORTH CAROLINA  
 COUNTY OF WARREN

**OLDER AMERICANS MONTH PROCLAMATION  
 MAY 2010**

**WHEREAS**, the year 2010 marks the 45<sup>th</sup> anniversary of the federal Older Americans Act, which is the core legislation that established home and community services and supports for seniors and their caregivers;

**WHEREAS**, this year's national theme for Older Americans Month—Age Strong! Live Long!—mirrors North Carolina's theme of "Living Wise to Age Well," that acknowledges aging as a lifelong process during which it is never too early or too late to strengthen one's physical, mental, social and financial well-being, or to address disparities among individuals in their opportunities for aging well;

**WHEREAS**, May is a special time to recognize and celebrate senior programs and services and the many important contributions of seniors to our communities;

**WHEREAS**, Warren County's older population is expected to increase 10.45% by 2029—making it imperative for North Carolina to be well prepared for this demographic change at the state and local levels;

**WHEREAS**, in support of older adults in North Carolina Governor Perdue has issued an Executive Order to ask all State cabinet agencies to assess and strengthen their readiness to serve and work with our aging population and also encouraged local communities to do so as well;

**NOW, THEREFORE**, We the Warren County Board of Commissioners do hereby proclaim May 2010 to be Older Americans Month. We urge every citizen to take time this month to honor our older adults and professionals, family members, and volunteers who care for many of them.

Our recognition and involvement of older Americans can enrich our entire community's quality of life.

Dated this 3<sup>rd</sup> day of May, 2010

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, **Amendment # 17 to the FY 2009-2010 Warren County Budget Ordinance** was adopted as follows:

**AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE**

**2009/2010**

**Amendment No. 17 (Revised)**

**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:

Court Facilities	8,600
Register of Deeds	1,200
Buildings, Grounds& Maintenance	4,400
Buildings, Grounds& Maintenance - Contingency	(5,000)
Cooperative Extension	5,000
Veteran's Services Office	200
National Guard Armory	9,615
Contingency	(4,400)
<b>Total</b>	<b>\$ 19,615</b>

**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:

Miscellaneous Revenue	9,615
Fund Balance Appropriated	10,000
<b>Total</b>	<b>\$ 19,615</b>

**This amendment:**

- appropriates funds to Court Facilities for HVAC repairs.  
Funding Source: Fund Balance
- appropriates funds to Register of Deeds for HVAC repairs.  
Funding Source: Fund Balance
- appropriates funds to Buildings, Grounds & Maintenance to extend the duration for the temporary position Maintenance Worker II, as approved at the April 5, 2010 meeting.  
Funding Source: Contingency
- appropriates funds to Cooperative Extension to renovate basement.  
Funding Source: Buildings, Grounds& Maintenance - Contingency
- appropriates funds to Veteran's Services Office for HVAC repairs.  
Funding Source: Fund Balance
- appropriates funds to National Guard Armory for furniture.  
Funding Source: Armory Fund Raiser

Respectfully Submitted 05-3-10

Barry J. Mayo  
Barry J. Mayo, Finance Director

On motion of Commissioner Ross, which was seconded by Commissioner Fleming and duly carried by unanimous vote, on recommendation of the ABC Commission, Clarence Jones was reappointed to the ABC Commission for a second three year term expiring June 2013.

On motion of Commissioner Fleming, which was seconded by Commissioner Davis and duly carried by unanimous vote, Elmer Taylor Malone, Jr. was reappointed to his second term on the Library Board of Trustees, term expires June 2013.

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, Candice Wagner White was appointed to her first term on the Library Board of Trustees, term expires June 2013.

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, Lawrence Rux Boyd was appointed to his first term on the Library Board of Trustees, term expires June 2013.

On motion of Commissioner Fleming, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Fern L. Boyd was appointed to her first term on the Library Board of Trustees, term expires June 2013.

On motion of Commissioner Fleming, which was seconded by Commissioner Davis and duly carried by unanimous vote, Magnolia Williams Clanton was appointed to her first term on the Library Board of Trustees, term expires June 2013.

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, Wadie Ryan was reappointed to her third term on the Library Board of Trustees, term expires June 2013.

On motion of Commissioner Fleming, which was seconded by Commissioner Davis and duly carried by unanimous vote, Mildred Stewart Crinkley Johnson was reappointed to her second term on the Library Board of Trustees, term expires June 2013.

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, Melissa MacBride was reappointed to her second term on the Work First Planning Committee, term expires June 2012.

On motion of Commissioner Fleming, which was seconded by Commissioner Davis and duly carried by unanimous vote, Charlene Renee Kearney was appointed to her first term on the Work First Planning Committee, term expires June 2012.

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, Gwendetta H. Tunstall was appointed to her first term on the Work First Planning Committee, term expires June 2012.

On motion of Commissioner Fleming, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Janice Stricek was appointed to her first term on the Work First Planning Committee, term expires June 2012.

On motion of Commissioner Fleming, which was seconded by Commissioner Davis and duly carried by unanimous vote, Jamie Batts was appointed to her first term on the Work First Planning Committee, term expires June 2012.

On motion of Commissioner Davis, which was seconded by Commissioner Fleming and duly carried by unanimous vote, Nancy Paschall, Citizen Volunteer from the Norlina Area was appointed to serve on the Noise Ordinance Review Committee. Term of service expires on adoption of amended Noise Control Ordinance.

On motion of Commissioner Fleming, which was seconded by Commissioner Davis and duly carried by unanimous vote, Lisa Rodwell, Citizen Volunteer from the Norlina Area was appointed to serve on the Noise Ordinance Review Committee. Term of service expires on adoption of amended Noise Control Ordinance.

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, George Kimble, Citizen Volunteer from the Lake Gaston Area was appointed to serve on the Noise Ordinance Review Committee. Term of service expires on adoption of amended Noise Control Ordinance.

On motion of Commissioner Fleming, which was seconded by Commissioner Davis and duly carried by unanimous vote, Linda T. Worth, Warren County Manager was appointed to serve on the Noise Ordinance Review Committee. Term of service expires on adoption of amended Noise Control Ordinance.

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, Sheriff Johnny Williams was appointed to serve on the Noise Ordinance Review Committee. Term of service expires on adoption of amended Noise Control Ordinance.

Motion was amended by Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, Sheriff Johnny Williams (or his designee) was appointed to serve on the Noise Ordinance Review Committee. Term of service expires on adoption of amended Noise Control Ordinance

On motion of Commissioner Fleming, which was seconded by Commissioner Davis and duly carried by unanimous vote, Andy Smith, Health Director (or his designee) was appointed to serve on the Noise Ordinance Review Committee. Term of service expires on adoption of amended Noise Control Ordinance

On motion of Commissioner Ross, which was seconded by Commissioner Fleming and duly carried by unanimous vote, Commissioner William "Bill" Davis was appointed to serve on the Noise Ordinance Review Committee. Term of service expires on adoption of amended Noise Control Ordinance.

On motion of Commissioner Davis, which was seconded by Commissioner Ross and duly carried by unanimous vote, Commissioner Ernest Fleming was appointed to serve on the Noise Ordinance Review Committee. Term of service expires on adoption of amended Noise Control Ordinance.

On motion of Commissioner Fleming, which was seconded by Commissioner Davis and duly carried by unanimous vote, County Attorney Karlene Turrentine was appointed ex officio to serve on the Noise Ordinance Review Committee. Term of service expires on adoption of amended Noise Control Ordinance.

Mr. Thomas McCaffity who made a request to appear before the Board in a matter related to garnishment of income to recover delinquent taxes and garnishment fee, did not appear before the Board.

Chairman Richardson acknowledged Mr. McCaffity's request.

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, FY 2010-2011 Juvenile Crime Prevention Council Plan and Certification was approved with matching funds allocated.

## Warren County

### Department of Juvenile Justice and Delinquency Prevention County Funding Allocation

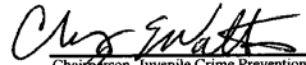
Available Funds: \$ \$81,719 Local Match: \$ \$70,143 Rate: 10%

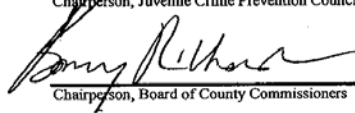
A Program Agreement Form for each program listed below is included as an attachment to the Community Prevention and Intervention Plan.

#	Program Provider	DJJD Funding	LOCAL FUNDING		OTHER	OTHER	Total	% Non- DJJD Program Revenues
			Local Cash Match	Local In- Kind	State/ Federal	Funds		
1	JCPC Administrative	\$7,347	\$1,143				\$8,490	13%
2	Conflict Management Services	\$4,560	\$4,560				\$9,120	50%
3	Central Children's Home	\$13,286	\$1,328				\$14,614	9%
4	Warren County Youth Servicers	\$52,440	\$63,112				\$115,552	55%
5	Unallocated	\$4,086					\$4,086	0%

TOTALS:	\$81,719	\$70,143	\$0	\$0	\$0	\$151,862	46%
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The above plan was derived through a planning process by the Warren County  
 Juvenile Crime Prevention Council and represents the County's Plan for use of these funds in FY 2010-11

 4/21/2010  
 Chairperson, Juvenile Crime Prevention Council (Date)

  
 Chairperson, Board of County Commissioners (Date)

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, FY 2010-11 Juvenile Crime Prevention Council Administrative Budget was approved as submitted:

SECTION VII		Program: <u>Warren County JCPC</u>		
Fiscal Year	2010-2011		Number of months	
	Cash	In-Kind	Total	
<b>I. Personnel Services</b>	\$1,800		\$1,800	
120 Salaries & Wages	\$1,800		\$1,800	
180 Fringe Benefits				
*190 Professional Services				
* Contracts MUST be attached.				
<b>II. Supplies &amp; Materials</b>	\$2,497		\$2,497	
210 Household & Cleaning				
220 Food & Provisions	\$2,040		\$2,040	
230 Education & Medical				
240 Construction & Repair				
250 Vehicle Supplies & Materials				
260 Office Supplies & Materials	\$400		\$400	
280 Heating & Utility Supplies				
290 Other Supplies & Materials	\$57		\$57	
<b>III. Current Obligations &amp; Services</b>	\$4,193		\$4,193	
310 Travel & Transportation	\$2,800		\$2,800	
320 Communications				
330 Utilities				
340 Printing & Binding				
350 Repairs & Maintenance				
370 Advertising	\$250		\$250	
380 Data Processing				
390 Other Services	\$1,143		\$1,143	
<b>IV. Fixed Charges &amp; Other Expenses</b>				
410 Rental of Real Property				
430 Equipment Rental				
440 Services & Maint. Contracts				
450 Insurance & Bonding				
490 Other Fixed Charges				
<b>V. Capital Outlay</b>				
<b>[This Section Requires Cash Match]</b>				
510 Office Furniture & Equipment				
530 Educational Equipment				
540 Motor Vehicle				
550 Other Equipment				
580 Buildings, Structures & Improv.				
<b>Total</b>	<b>\$8,490</b>		<b>\$8,490</b>	

Having been discussed during April 21, 2010 work session, approval of Group Benefits Insurance Carrier for Warren County employees was presented by Human Resources Manager Elgin Lane who made a recommendation to contract with Blue Cross/Blue Shield whose proposed rates showed the greatest cost savings to the County.

Proposals were submitted as follows:

- NCACC (CIGNA) proposed a 12.4% increase which would result in a cost of \$380,206 above last year's cost.
- Blue Cross/Blue Shield proposed a 1.48% increase which would result in a cost of \$121,748 above last year's cost.
- United Healthcare proposed a 9.5% increase which would result in a cost of \$268,890 above last year's cost.

On motion of Commissioner Fleming, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Blue Cross/Blue Shield was selected as Group Benefits Insurance Carrier for Warren County employees effective July 1, 2010.

On motion of Commissioner Fleming, which was seconded by Commissioner Davis and duly carried by unanimous vote, “Warren County Ethics Policy for Officials” was adopted as follows:

## PROPOSED COUNTY OF WARREN ETHICS POLICY FOR OFFICIALS

### Policy Purpose

The proper operation of democratic government requires that:

- Public officials be independent, impartial and responsible to the people;
- Governmental decisions and policy be made in proper channels of the governmental structure;
- Public office not be used for personal gain; and
- The public have confidence in the integrity of its government.

In recognition of these goals, an ethics policy for County of Warren officials is hereby adopted. The purpose of this policy is to establish guidelines for ethical standards of conduct for all such officials by setting forth those acts or actions that are incompatible with the best interests of the County.

### Policy Statement

County of Warren officials shall:

- Obey all local, state and federal laws.
- Uphold the integrity and independence of his/her office or position, yet be responsive to the needs of those he/she represents in an advocacy capacity.
- Avoid impropriety in the exercise of the board member’s official duties; demonstrate the highest standards of personal integrity, truthfulness and honesty in all their public activities.
- Faithfully perform the duties of the office.
- Conduct the affairs of the County of Warren in an open and public manner, including complying with all applicable laws governing open meetings and public records.
- Participate in establishing, maintaining, and enforcing the standards of conduct and disclosure as set forth in this policy.
- Per NC General Statute § 160A-84 all County officials shall provide a record of Ethics Education to be filed with the County Clerk.

### Definitions

The following words, terms and phrases, when used in this policy, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

**Business entity** means any business, proprietorship, firm, partnership, person in a representative or fiduciary capacity, association, venture, trust, or corporation which is organized for financial gain or for profit.

**County official** means the chairman, members of the County Board, County appointees to advisory boards

**Immediate household** means the county official, spouses and all dependents of the County official.

**Interest** means direct or indirect financial, fiscal, economic, or material benefit accruing to a County official as a result of a contract or transaction which is or may be the subject of an official act or action by or with the County. For the purpose of this policy, a County official shall be deemed to have an interest in the affairs of:

- (1) Any person in his/her immediate household, as such term is defined in this section;
- (2) Any business entity in which the County official is an officer, manager or director;
- (3) Any business entity in which in excess of five percent of the stock of, or legal or beneficial ownership of, is controlled or owned directly or indirectly by the County official; or
- (4) Any nonprofit organization on which the County official currently serves as an officer, manager, director, or board member.

**Official act or action** means any legislative, administrative, appointive or discretionary act of any County official.

### Standards of Conduct

(a) **Scope.** All County officials shall be subject to and shall abide by the standards of conduct in this section.

(b) **Interest in contract or agreement.** No County official shall have or thereafter acquire an interest in any contract or agreement with the County.

(c) **Use of official position.** No County official shall use his/her official position or the County's facilities or resources for private gain, nor shall he/she appear before or represent any private person, group or interest before any department, agency, commission or board of the County except in matters of purely civic or public concern. Members of the County Board shall refrain from using their position to unduly influence the deliberations or outcomes of advisory board proceedings. County officials shall represent the official policies or positions of the appropriate board to the best of their ability when designated as delegates for this purpose. When presenting their individual opinions and positions, officials shall explicitly state they do not represent their body or the County of Warren, and shall avoid any inference thereof. This subsection is not intended to prohibit a County official from speaking before neighborhood groups and other nonprofit organizations.

(d) **Disclosure of confidential information.** No County official shall use or disclose confidential information gained in the course of or by reason of his official position for purposes of advancing:

- (1) His/her financial or personal interest;
- (2) A business entity or non-profit organization of which he/she is an owner in part or in whole, an officer, manager or a director; or
- (3) The financial or personal interest of a member of his/her immediate household or that of any other person.

(e) **Incompatible service.** No County official shall engage in or accept private employment or render service for private interest, when such employment or service is incompatible with the proper discharge of his official duties or would tend to impair his independence of judgment or action in the performance of his official duties, unless otherwise permitted by law and unless disclosure is made as provided in this policy.

(f) **Gifts.** No County official shall directly or indirectly solicit any gift or accept or receive any gift having a value of \$50.00 or more, whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise, or any other form, under circumstances in which it could reasonably be inferred that the gift was intended to influence him/her, or could reasonably be expected to influence him/her, in the performance of his official duties, or was intended as a reward for any official action on his part. Legitimate political contributions shall not be considered as gifts under this subsection.

(g) **Special treatment.** No County official shall grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen.

**Disclosure of Interest in Official Action**

All County officials who have interest in any official act or action before the Board shall publicly disclose on the record of the Board the nature and extent of such interest and shall withdraw from any consideration of the matter if excused by the Board.

**General Disclosure Statement**

(a) Every County official shall file with the County clerk, on June 1<sup>st</sup> of each year, a "Conflict of Interest Statement" containing the following information:

(1) The identity, by name and address, of any business entity or nonprofit organization of which he/she or any member of his immediate household is an officer, manager, director, or board member, or in which in excess of five percent of the stock of, or legal or beneficial ownership of, is controlled or owned directly or indirectly by such person. Additionally, the County official and spouse shall give the names of their employers or, if self-employed, shall state the nature of their work.

(2) The identity, by location and address, of all real property located in the County of Warren or area of consideration for annexation by the County of Warren, owned or leased by the County official or any member of his immediate household, including an option to purchase or option to lease for ten years or more, other than his personal residence.

(b) The statements required by this section shall be filed on a form prescribed by the County clerk and are public records available for inspection and copying by any person during normal business hours. The County clerk is authorized to establish and charge reasonable fees for the copying of statements.

**Investigations; Filing of Complaints**

The County Board, by majority vote, may direct the County attorney to investigate any apparent violation of this policy, as it applies to any County official and to report the findings of the investigation to the County Board. Any person who believes that a violation of this policy has occurred may file a complaint in writing with the County Board when a County official is the subject of the complaint.

**Hearings on Violations; Sanctions; Rights of Accused at Hearings**

If the County Board, after the receipt of investigation findings, has cause to believe a violation of this policy has occurred, shall schedule a hearing on the matter. The County official who is charged with the violation shall have the right to present evidence, cross examine witnesses, including the complainant and to be represented by counsel at the hearing. If, after such hearing and a review of all the evidence, the County Board finds that a violation of this policy has occurred, it shall take, by majority vote, whatever lawful disciplinary action deemed appropriate, including but not limited to reprimand, suspension, demotion, termination of service, or adoption of a resolution of censure which shall be placed as a matter of record in the minutes of an official Board meeting. The County official accused of a violation of this policy shall not vote in these proceedings. If, after hearing proceedings, the County Board, by majority vote, determines that no violation has occurred, the County Board agrees to reimburse the accused County official for legal expenses incurred for the purpose of the hearing.

**Advisory Opinions**

The County of Warren does not attempt to deny County officials the opportunity to acquire, retain, or pursue private interests, economic or otherwise. However, these interests may potentially conflict with their responsibility in public office. When any County official has a doubt as to the applicability of any section of this policy to a particular situation, or as to the definition of terms used in this policy, he/she may apply to the County attorney for an advisory opinion. The County official shall have the opportunity to present his/her interpretation of the facts at issue and of the applicability of sections of this policy before such advisory opinion is made.

Clerk to the Board reminded the Board of the upcoming June 2010 schedule of meetings:

June 14 <sup>th</sup>	6:30 pm	Budget Public Hearing
June 16 <sup>th</sup>	6:00 pm	Regular Work session
June 17 <sup>th</sup>	1:00 pm-4:00 pm	Budget work session

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, June 2010 schedule was approved as presented, there were no changes to the schedule.

On motion of Commissioner Fleming, which was seconded by Commissioner Davis and duly carried by unanimous vote, it was ordered to declare surplus property and authorized sale via GovDeals online auction a vehicle previously used by Sheriff's Office and transferred to Economic Development Commission: 2005 Ford Crown Victoria vin # 2FAFP71W75X123066 with 188,591 miles, vehicle was no longer in use.

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, Recipient's Plan to Further Fair Housing related to Ephraim Place Project: Community Development Block Grant (CDBG) 03-C-1187 was approved as submitted.

On motion of Commissioner Ross, which was seconded by Commissioner Fleming and duly carried by unanimous vote, Quarterly Reports for CDBG 08-C-1865 Water Hook-Up Project were accepted as presented.

Motion was amended by Commissioner Ross, seconded by Commissioner Fleming and duly carried by unanimous vote to include Quarterly Reports for CDBG 03-C-1187.

County Manager Linda T. Worth having been granted authority to approve contracts up to but not to exceed \$50,000, gave the following report on contracts approved.

Register of Deeds

Logan Systems, Inc.  
P.O. Box 20844  
Greensboro, NC 27420

Annual service contract for professional management of the permanent land records maintained by the Register of Deeds Office including but not limited to: 1) Traditional indexing services; 2) Automated indexing; 3) Receipting system 4) Scanning of land records; 5) Printing of Scanned Records; 6) Index and image retrieval; 7) Remote access services; and 8) Film conversion. The cost for services is \$2,950 per month plus additional cost of \$6.00 per plat for plat scanning services. The amounts required to pay for services provided under this contract are budgeted annually in the Register of Deeds operating budget.

2008 CDBG Scattered Site Housing Program

Phoenix EnviroCorp  
4020 Shipyard Blvd.  
Wilmington, NC 28403

After requesting proposals for lead-based paint risk assessment services for the County's Community Development Block Grant Scattered Site Housing Program, Phoenix EnviroCorp was selected. Five contractors responded to the RFP. Services to be provided include lead-based paint inspection, risk assessment and lead clearance inspection for housing rehabilitation. The cost of services is as follows: Inspection/Assessment for Lead-based paint - \$350/unit; and Lead paint clearance inspection - \$300/unit. This contractor will be paid from CDBG funds.

2008 CDBG Water Hook-Up Program

After duly advertising and holding the required bid openings for contractors to perform work related to hooking-up Warren County residents to the county's public water system, the following contractors have been executed with the named contractors for the 2008 CDBG Water Hook-Up Program. All contractors have been paid from funds.

Mustian Electric & Plumbing

**\$615** William & Sonya Kearney - Contract Date: 2/9/10  
Cook Spring School Road  
(should be Cool Spring)

**\$475** Morrell Keith Bazemore -- Contract Date: 2/9/10  
2993 US Hwy 158 E

**\$515** LiaNeelee Watson Green -- Contract Date: 2/9/10  
134 Jessie Shearin Rd

**\$540** Lloyd Hawkins -- Contract Date: 10/22/09  
998 Eaton Ferry Road

**\$1,560** Bernedine Edwards - Contract Date: 10/22/09  
617 Burchette Road

**\$598** Joe Henry Williams -- Contract Date: 10/22/09  
708 Rabbit Bottom Rd

**\$1,454** Dorothy Lewis -- Contract Date: 10/22/09  
383 Embro-Odell Rd

Watkins Plumbing

**\$2,733.95** Vickie Hargrove -- Contract Date: 8/17/09  
146 Otelia Hargrove Rd

**\$1,730** Edna Harrison -- Contract Date: 11/16/09  
113 Sycamore Drive

**Watkins Plumbing continued**

**\$1,706** Michael Davis - Contract Date: 7/17/09  
296 Liberation Rd, Norlina

**\$2,520.75** Minnie Lewis - Contract Date: 8/17/09  
133 Otelia Hargrove Rd.

**\$2,055** Burnedette Lee – Contract Date: 10/8/09  
127 Elzie Road

**\$1,958** Connie Rose - Contract Date: 7/16/09  
350 No Bottom Rd

**\$1,738.40** Felicia Hogan - Contract Date: 7/16/09  
1007 No Bottom Rd

**\$1,865** Clayton Williams - Contract Date: 7/16/09  
114 Old Maple Road

**\$2,283.50** Sarah Jordan - Contract Date: 8/17/09  
125 Levi Road, Norlina

**Carter's Plumbing Company**

**\$1,883** Geneva Watkins - Contract Date: 10/22/09  
2999 US Hwy 158 E.

By consensus, County Manager's report on contracts executed was approved.

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, County Manager's report for April 2010 was accepted as follows:

**Administration**

- Participated in a CDBG monitoring visit for the 2008 Water Hook-Up Program and the 2008 Scattered Site Housing Program (See CDBG Projects update for more details) (4/1/10)
- Prepared for and attended Board of County Commissioners regular monthly meeting (4/5/10)
- Participated in Library Director interviews with the Personnel Committee (4/6/10)
- Met with Cathy Alston-Kearney, Grant Administrator for Ephraim Place CDBG Project, to prepare for monitoring visit on 4/16/10 (4/9/10)
- Attended JCPC Advisory Board Meeting (4/12/10)
- Meeting with Department Heads to discuss departmental budget requests (4/12-14/10)
- Worked on County Budget (4/15/10)
- Participated in a CDBG monitoring and site visit for the 2003 Ephraim Place Subdivision CDBG Project (See CDBG Projects update for more details) (4/16/10)
- Attended JCPC Budget Committee Meeting (4/19/10)
- Worked on County Budget (4/19-23/10)
- Prepared for and attended Board of County Commissioners' Work Session (4/21/10)
- Met with Animal Control Director to discuss animal control issues (4/27/10)
- Annual Leave 4/29-30/10

**Project Updates**

**Construction/Renovation Projects**

**Former Library Building and Mental Health Building Renovation Projects**

This project is approximately 99% complete at this time. Planning for the move of the Tax Office back to Courthouse Square has begun. The move should take place before the end of the current fiscal year. No work has begun on the former Mental Health Building renovation project.

**EMS Satellite Facilities**

Grading has been finalized, concrete footings have been poured, masonry work has been completed and rough-in plumbing has been installed at the Afton EMS facility. Due to ongoing inclement weather, this facility is approximately 15% complete at this time. The Davis-Bugg Road site has been cleared in preparation for site improvements which is also being held up by the weather.

Soul City Pump Station Rehab Project

Substantial completion of this project is scheduled for June 1<sup>st</sup>.

**Wastewater Treatment Plant Rehab Project**

There have been no new developments with our efforts to obtain funding from the NC Department of Commerce, Division of Community Assistance (DCA) to make critical repairs and upgrades to Warren County's regional wastewater treatment plant that was constructed in the late 1970's. We are continuing to look for other sources of funding for this project.

**Public Utilities Water Meter Replacement Project**

Warren County has been awarded American Recovery and Reinvestment Act (ARRA) funding in the amount of \$371,030 to facilitate meter replacements from manual to radio read meters to increase efficiencies and reduce operational costs in Water and Sewer Regional District and Water and Sewer District I. Work commenced on March 8, 2010 and the project should be completed on or before August 4, 2010.

**CDBG Projects**

On April 1, 2010, I participated in a monitoring visit for the 2008 CDBG Water Hook-Up Program and a technical visit for the 2008 Scattered Site CDBG Project with the following individuals in attendance: Johnnie Quick, of the Division of Community Assistance; Julie Reid and Karen Foster, CDBG Administrators with Kerr-Tar COG; Barry Mayo, Finance Director, and Gloria Edmonds, Accounting Coordinator. We have requested and received approval from DCA to be allowed to hook-up four additional homes to the County water system which would result in our exceeding our goal of 18 homes by seven homes.

The infrastructure improvements have begun in the Ephraim Place Subdivision. James C. Harris Contractor, LLC is the general contractor awarded the contract for this phase of the project. On April 16, 2010, I participated in a monitoring and site visit for this project with the following individuals in attendance: Dennis Branch and Susan Nolan, of the Division of Community Assistance; Cathy Alston-Kearney, Grant Administrator with Warren Family Institute; Barry Mayo and Gloria Edmonds, of the Warren County Finance Office. This project is anticipated to be completed on or before June 30, 2010.

**Other Activities**

- Participated in Child Abuse/Domestic Abuse Awareness Program sponsored by Warren County DSS Child Protective Unit and Citizens Against Domestic Violence (4/8/10)
- Attended NCACC District 7 Meeting in Halifax County along with Chairman Richardson and Com. Jordan (4/8/10)
- Attended Cooperative Extension's Annual Report to the Board of County Commissioners and County Administration (4/21/10)
- Attended Retirement Luncheon for Sgt. Shirley Steed of Warren County Sheriff's Department (4/23/10)

County Manager Linda T. Worth presented a recommended FY 2010-2011 Budget by presentation to the Board and public.

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, it was ordered to enter into **Closed Session in accordance with G.S. 143-318.11(a)(6) for Contract Negotiation & Personnel Matters.**

On motion of Commissioner Fleming, which was seconded by Commissioner Ross and duly carried by unanimous vote, it was ordered to return to the regular May 3, 2010 Board of Commissioners meeting.

With no further business to discuss and on motion of Commissioner Davis, which was seconded by Commissioner Jordan and duly carried, the May 3, 2010 meeting was adjourned.

/s/ Angelena Kearney-Dunlap, \_\_\_\_\_  
Angelena Kearney-Dunlap, Clerk