

MINUTES FROM THE ORGANIZATIONAL MEETING HELD BY THE BOARD OF COUNTY COMMISSIONERS FOR THE COUNTY OF WARREN IN THE MEMORIAL LIBRARY COMMUNITY ROOM ON DECEMBER 6, 2010 AT 9:00 AM

The organizational meeting of the Board of County Commissioners was called to order by County Attorney Karlene Turrentine. The following Commissioners were present: Bertadean Baker, Ruby Downey, Jennifer Jordan, Barry Richardson and Ulysses S. Ross.

County Attorney Karlene Turrentine opened the floor for nominations for Chairman of the Board.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Commissioner Barry Richardson was nominated for Chairman of the Board of Commissioners.

With no further nominations, Commissioner Barry Richardson was declared Chairman to the Board of Warren County Commissioners for a third term.

Chairman Richardson opened the floor for nominations for Vice-Chairman of the Board.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Commissioner Ulysses S. Ross was nominated for Vice-Chairman of the Board of Commissioners.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by a unanimous vote, nominations for Vice Chairman to the Board were closed.

With no further nominations, Commissioner Ulysses S. Ross was declared Vice-Chairman to the Board of Warren County Commissioners for a fifth term.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Karlene Turrentine was nominated as County Attorney.

With no further nominations, Karlene Turrentine was declared reappointed as Warren County Attorney.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Angelena Kearney-Dunlap was nominated as Clerk to the Board of Commissioners.

With no further nominations, Angelena Kearney-Dunlap was declared re-appointed as Clerk to the Board of Commissioners.

On motion of Commissioner Fleming, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Paula L. Pulley was nominated as Deputy Clerk to the Board of Commissioners.

With no further nominations, Paula L. Pulley was appointed as Deputy Clerk to the Board of Commissioners.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Bonnie C. Andrews was re-appointed as Deputy Tax Collector.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Gladys Banks was re-appointed as Deputy Tax Collector.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Cindy Stegall was re-appointed as Deputy Tax Collector.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Yvonne Sharpes was re-appointed as Deputy Tax Collector.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Karen Townes was re-appointed as Delinquent Tax Collector.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote First Citizens Bank & Trust Company of Warrenton, NC was designated as a Depository for Warren County Funds.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote Branch Banking & Trust Company of Warrenton, NC was designated as a Depository for Warren County Funds.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote N.C. Capital Management Trust of Charlotte, NC was designated as a Depository for Warren County Funds.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote Warren County Finance Officer Barry Mayo was designated position/individual with Authorization to Honor Facsimile Signatures for Warren County Operating Account & Warren County General Fund Payroll Account.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote Chairman of the Board of County Commissioners Barry Richardson was designated position/individual with Authorization to Honor Facsimile Signatures for Warren County Operating Account & Warren County General Fund Payroll Account.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote Clerk to the Board of County Commissioners Angelena Kearney-Dunlap was designated position/individual with Authorization to Honor Facsimile Signatures for Warren County Operating Account & Warren County General Fund Payroll Account.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote Director of Social Services – Jeffrey Woodard was designated position/individual with Authorization to Honor Facsimile Signature for Warren County Department of Social Services Trust Fund Account.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote Department of Social Services Administrative Officer II - Nell Moseley was designated position/individual with Authorization to Honor Facsimile Signature for Warren County Department of Social Services Trust Fund Account.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried, the December 6, 2010 annual organizational meeting of the Warren County Board of Commissioners was adjourned.

/s/ Angelena Kearney-Dunlap
Angelena Kearney-Dunlap, Clerk to the Board

MINUTES FROM A PUBLIC HEARING REGARDING CLOSE-OUT OF 2008 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) WATER HOOK-UP PROGRAM # 08-C-1865 HELD BY THE BOARD OF COUNTY COMMISSIONERS FOR THE COUNTY OF WARREN IN THE WARREN COUNTY MEMORIAL LIBRARY COMMUNITY MEETING ROOM DECEMBER 6, 2010 AT 9:30 AM.

The Public Hearing was called to order by Chairman Barry Richardson. Other Commissioners present: Bertadean Baker, Ruby Downey, Jennifer Jordan and Ulysses Ross. Others in attendance: County Manager Linda T. Worth, Finance Officer Barry Mayo and County Attorney Karlene Turrentine.

Notice of public hearing was read by the Clerk to the Board.

Julie Reid, Kerr-Tar Regional Council of Governments CDBG Program Coordinator, gave an overview of Water Hook-Up Grant Program: 24 homes were served.

County Manager Worth informed the Board and public that County is in the process of completing 2010 application for more citizens to benefit from program.

Commissioner Ross inquired how the public was informed of the program.

Ms. Reid shared that the local newspaper is used, as well as excess applications from prior programs are also considered.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, the Public Hearing was adjourned at 9:45 am.

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

MINUTES FROM THE REGULAR MONTHLY MEETING HELD BY THE BOARD OF COUNTY COMMISSIONERS FOR THE COUNTY OF WARREN IN THE MEMORIAL LIBRARY COMMUNITY ROOM ON DECEMBER 6, 2010 AT 10:00 AM.

The regular meeting of the Warren County Board of Commissioners was called to order by Chairman Barry Richardson. Other Commissioners present: Bertadean Baker, Ruby Downey, Jennifer Jordan and Ulysses Ross. Others in attendance: County Manager Linda T. Worth, Finance Officer Barry Mayo and County Attorney Karlene Turrentine.

A moment of silence was observed followed by the Clerk to the Board reading the "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.

There were no Citizen Comments.

On motion of Commissioner Ross which was seconded by Commissioner Jordan and duly carried by unanimous vote, December 6, 2010 Suggested Agenda was adopted with amendments.

Added Agenda Items:

11A – Salary Consideration for Yvonne Alston in Register of Deeds Office

13A – Energy Efficient Lighting Project

17C – Follow-Up to December 6, 2010 Public Hearings

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Consent Agenda Item # 6A – Minutes of November 1, 2010 meetings were approved:

Public Hearing-2010 Community Development Block Grant Water Hook-Up Application
Regular Monthly Meeting

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Consent Agenda Item # 6B – Interest Income Report for October 2010 was approved:

INTEREST INCOME REPORT
Month of October 2010

FUND	OCTOBER INCOME	FISCAL YEAR TO - DATE
General	1,093.63	4,962.59
Revaluation	15.74	79.44
E 911 Telephone System	39.93	201.58
Buck Spring Project	33.51	169.16
Ambulance Storage Facility	28.56	135.50
Library Building Project Fund	2.48	12.54
National Guard Armory	2.07	31.71
Regional Water Enterprise Fund	53.93	272.28
District 1 Enterprise Fund	80.44	406.08
Solid Waste	21.81	177.82
District II Enterprise Fund	81.33	410.57
District III Capital Project Fund	18.96	95.73
District III Phase II BANS	0.44	2.20
District III Enterprise Fund	66.85	337.50
Soul City Pump Station Improvements	0.47	2.37
	1,540.15	7,297.07

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

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

Current Year Collections

Tax Year	Charge	Collected in OCTOBER	Collected to Date	Balance Outstanding	Percentage Collected
OCT 2010 FY11	\$14,821,352	\$778,439	\$3,201,164	\$11,620,188	21.60%
OCT 2009 FY10	\$14,926,610	1,150,034	3,493,008	11,433,602	23.40%

Difference between FY10 & FY11 is due to receiving mortgage payments in October 2009 and Receiving mortgage payment in November 2010

Delinquent Collections

Year	Charge	Collected	Balance	Percentage
2009	\$690,876	\$29,197	\$218,355	31.61%
2008	241,766	6,758	21,105	8.73%
2007	188,454	4,122	11,231	5.96%
2006	160,885	2,274	7,555	4.70%
2005	129,739	2,018	6,516	5.02%
2004	111,398	1,588	5,038	4.52%
2003	93,814	1,046	3,184	3.39%
2002	115,157	1,027	3,111	2.70%
2001	168,296	922	2,681	1.59%
2000	93,770	505	1,904	2.03%
Total Delinquent Years	\$ 1,994,155	\$49,457	\$ 280,680	\$ 1,713,475

Other OCTOBER Receipts

County Penalties	\$ 57,706	\$ 45,224
Landfill User Fees	\$ 65,994	\$ 266,824
Municipalities	\$ 26,933	\$ 112,476
Fire District Taxes	\$ 40,852	\$ 175,684
Advance Taxes	\$ 3	\$ 1,715

OCTOBER GRAND TOTAL

\$ 1,019,384	\$ 4,083,767
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R Ed Mitchum

R. Edwin Mitchum, Tax Collector

11/22/2010

Date

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

Over \$100	12/6/2010		Date: _____	
<u>ERROR CORRECTION RELEASES:</u>				
HENDERSON KARA M DDS	2010 15017 200		31563	\$711.93 BUSINESS MOVED TO HENDERSON
BENNETT CHARLES A & DOROTHY	2010 4609 300	E6B204	5338	\$103.14 PTC SETTLEMENT
BENNETT CHARLES A & DOROTHY	2009 4609 303	H2 19J	21704	\$251.14 PTC SETTLEMENT
KING DONALD B JR	2010 34750 300	B1 16A2	30299	\$727.25 DISCOVERY ON WRONG PARCEL
SUB-TOTAL ERROR CORRECTIONS:				\$1,793.46
<u>MOTOR VEHICLE RELEASES:</u>				
NORFOLK SOUTHERN RAILWAY	2010 27969 105	BP5767	39447	\$312.89 PD THRU UTILITIES IN 05 PER DOR
SUB-TOTAL MOTOR VEHICLE RELEASES:				\$312.89
SUB-TOTAL CORRECTION RELEASES:				\$1,793.46
Total Releases				\$2,106.35
<u>LANDFILL USER FEE RELEASES:</u>				
ALLEN ROBERT V & PEGGY	2010 613 315	E4 35	193	\$115.00 NO ELEC/PER PROGRESS ENERGY
ALSTON RAYMOND & CAROLYN	2010 16335 200	E6 78	27158	\$115.00 NO ELECTRICITY
BENDER ALBERT G	2010 3108 300	B5 105A	967	\$115.00 HAS PRIVATE HAULER
BLANKENSHIP WILEY C	2010 31043 300	B7 28	108	\$115.00 MINIMUM ELEC PER LIGHT CO
BOWES DEBORAH W	2010 3931 302	D4 6	111	\$115.00 HAS PRIVATE HAULER
BOWES DEBORAH & WILLIAM	2010 3931 301	D4 7	111	\$115.00 HAS PRIVATE HAULER
BOYD FRANK	2010 5142 301	C2 2F	21078	\$115.00 HAS PRIVATE HAULER
BROWN VOYETTE P H	2010 21108 300	B6A 51	7919	\$115.00 HAS PRIVATE HAULER
BUXTON PLANTATION	2010 17830 300	G12 15	2070	\$115.00 HAS PRIVATE HAULER
CAMPBELL ALLEN E JR & BONN	2010 6533 333	C4 4	2184	\$115.00 HAS CONTRACT/ WASTE INDUSTRY
DAVIS CALVIN	2010 10607 300	D7 15	3539	\$115.00 HAS PRIVATE HAULER
DAVIS MICHAEL W & SARAH ANN	2010 31628 300	C6 56 A1	23922	\$115.00 NO ELECTRICITY
DOWNEY RONNIE A & RUBY D	2010 12134 300	D2 7D1	16582	\$115.00 HAS PRIVATE HAULER
DOWNEY RUBY B	2010 12135 300	D2 7B	15120	\$115.00 HAS PRIVATE HAULER
ELLINGTON RECECCA	2010 13137 301	B3 82	3931	\$115.00 NO ELECTRICITY
HARMON BOBBY L & ORA F	2010 17504 300	D4 75	5362	\$345.00 HAS PRIVATE HAULER
HARMON ROBBY L & TAMMIE C	2010 17509 300	D4 75B	17392	\$230.00 HAS PRIVATE HAULER
HARRIS E B & ANNE	2010 17830 342	G8 19	4470	\$115.00 HAS PRIVATE HAULER
HELLAMS SAMUEL W	2010 30470 300	B2 28G	19266	\$115.00 NO ELECTRIC/PER HALIFAX ELE
JONES GARY & BRENDA	2010 29460 300	J2A 7	11829	\$115.00 NO ELECTRICITY
PETTWAY MOSES L	2008 31527 108	G6 40	50594	\$105.00 NO LFUF HSE VACANT
PETTWAY MOSES L	2009 31527 109	G6 40	57795	\$105.00 NO LFUF HSE VACANT
PETTWAY MOSES L	2010 31527 327	G6 40	9566	\$115.00 NO LFUF HSE VACANT
PETTWAY MOSES L	2008 31527 108	F6A 1	50595	\$105.00 NO HSE ON PROPERTY
PETTWAY MOSES L	2009 31527 109	F6A 1	57796	\$105.00 NO HSE ON PROPERTY
PETTWAY MOSES L	2010 31527 328	F6A 1	9567	\$115.00 NO HSE ON PROPERTY
RICHARDSON WILLIE L & DEBORAH	2010 33510 302	I9 2A	19029	\$115.00 NO ELECTRIC/PER HALIFAX ELE
RUSSELL EVERT R	2010 9112 301	F2 18F	16745	\$115.00 NOT LIVEABLE
RUSSELL EVERT R	2010 9112 200	H3 34	31546	\$115.00 NOT LIVEABLE
SEAY RICHARD	2010 7766 300	L2B 14 15	9114	\$115.00 HAS PRIVATE HAULER
SHEARIN JASPER W JR	2010 36906 300	H3 52	11127	\$115.00 NO ELECTRICITY
TUCKER CHRISTOPHER M	2010 8580 300	C5 138	12354	\$115.00 HAS PRIVATE HAULER
VAN PETTEN THOMAS L	2010 41720 300	J2C 25	12993	\$115.00 HAS PRIVATE HAULER
VAUGHAN FLAVIOUS SR	2010 41732 332	C4 37	13033	\$115.00 HAS PRIVATE HAULER
VAUGHAN FRANK SR	2010 41735 200	C4 37	27079	\$115.00 HAS PRIVATE HAULER
WALKER ALLEN R & DEBORAH	2010 3931 303	D4 9	13021	\$115.00 HOUSE NOT LIVEABLE PER APU
WILLIAMS EUGENE & DELOIS	2010 44030 330	J10 53	13498	\$115.00 DAUGHTER HAS SW/CHARGED LF
WLKIN LANE W & BARRY W	2010 9320 301	L3C 2	15583	\$115.00 HAS PRIVATE HAULER
WOODY ROBERT & SHARON	2010 10915 301	G6 9B	14220	\$115.00 HAS PRIVATE HAULER
YOUNG KARL MICHAEL	2010 409 300	J2A 76	14218	\$115.00 HAS PRIVATE HAULER
TOTAL LFUF RELEASES:				\$4,905.00
Total Releases				\$7,011.35

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

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Amendment # 12 to the Capital Project Ordinance for Water & Sewer District III, Phase II was adopted:

**AMENDMENT TO THE CAPITAL PROJECT ORDINANCE FOR
WARREN COUNTY WATER & SEWER
DISTRICT NO. III PHASE II PROJECT
(Amendment No. 12)**

Section 3 of the above-reference capital project ordinance shall be amended as follows:

Increase/(Decrease) Revenues:

Sales Tax Refund	<u>\$30,000</u>
Total	\$30,000

Section 4 of the above-reference capital project ordinance shall be amended as follows:

Increase/(Decrease) Appropriations:

Engineering/Additional Service	<u>\$30,000</u>
Total	\$30,000

Explanation:

This amendment:

- Adjust budget to accommodate Amendment 9 to the Engineering Contract, as approved by the Warren County Board of Commissioners on November 1, 2010.

Respectfully Submitted 12/06/2010

Barry J. Mayo, Finance Director

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Amendment # 5 to the Capital Project Ordinance for Warren County Soul City Pump Station Improvements was adopted:

**AMENDMENT TO THE CAPITAL PROJECT ORDINANCE FOR
THE WARREN COUNTY SOUL CITY PUMP STATION
IMPROVEMENTS**

(Amendment No. 5)

Section 4. The following amounts are appropriated for the project

Construction Contract	\$ 2,900
Engineering/Inspections	(1,000)
Legal and Administration	(1,900)
Total	\$ -

This amendment adjusts the budget to the most recent cost estimates for the project and appropriates funds in accordance with Change Order No. 1.

Respectfully Submitted 12/06/2010

Barry J. Mayo

Finance Officer

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Capital Project Ordinance – Warren County Waste Water Treatment Plant (WWTP) Phase I Rehab Project was adopted. Chairman and/or County Manager were authorized to sign related documentation.

CAPITAL PROJECT ORDINANCE
WARREN COUNTY
WWTP Phase I Rehab Project

BE IT ORDAINED by the Warren County Board of Commissioners that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Capital Project Ordinance is hereby adopted:

Section 1. The project authorized is the Warren County WWTP Phase I Rehab project

Section 2. The officers of this unit are hereby directed to proceed with the project within the terms of the above statute and the budget contained within.

Section 3. The following revenues are anticipated to be available to complete the project:

Clean Water Management Trust Fund	\$867,500
Total	\$867,500

Section 4. The following amounts are appropriated for the project:

Engineering	65,300
Legal and Administrative	5,000
Construction/Clarifiers	402,500
Construction/SCADA	202,300
Additional Services	131,900
Contingency	60,500
Total	\$867,500

Section 5. The Finance Officer is hereby directed to maintain with the Capital Project Fund sufficient detailed accounting records required by federal and state regulations.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due.

Section 7. The Finance Officer is directed to report monthly to the Board of Commissioners on the financial status of each project element in Section 4.

Section 8. Copies of this project ordinance shall be entered into the minutes of the governing board and filed with the Finance Officer.

Adopted this 6th day of December, 2010.

Warren County Board of Commissioners

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, **Onica Fuller** in the **District Attorney's Office** was appointed to a two year term on the Juvenile Crime Prevention Council, term expires June 2012.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, **Sallie Howell, Substance Abuse Professional** was appointed to a two year term on the Juvenile Crime Prevention Council, term expires June 2012.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, **Willie A. Boyd, Jr.** from the **Faith Community** was appointed to a two year term on the Juvenile Crime Prevention Council, term expires June 2012.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, **Darell Vaughan, community member** was appointed to a two year term on the Juvenile Crime Prevention Council, term expires June 2012.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, **Gary Holtzman, community member** was appointed to a two year term on the Juvenile Crime Prevention Council, term expires June 2012.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Resolution to Convey Surplus Property to Hawtree Volunteer Fire Department for \$1.00 was adopted as follows:

State of North Carolina

County of Warren

**Resolution Conveying Personal Property
By
Private Sale**

WHEREAS, G.S. 1601-279 states that a county may in lieu of or in addition to an appropriation, convey by private sale, real or personal property to any public or private entity that carries out a public purpose; and

WHEREAS, in such conveyance, the County shall attach covenants and/or conditions that assure that said property will be put to a public use by the recipient entity; and

WHEREAS, said conveyance must be in accordance with the procedural provisions set forth in G.S. 160A-267.

NOW, THEREFORE BE IT RESOLVED, that the Warren County Board of Commissioners hereby orders the County Manager to dispose of and convey by private sale for the sum of \$1.00 to Hawtree Volunteer Fire Department:

Twelve (12) Bradley Stainless Steel Folding Paper Towel Dispensers
Three (3) White Folding Paper Towel Dispensers
Twenty (22) Bay West Roll Hand Towel Dispensers

BE IT FURTHER RESOLVED that a notice summarizing the contents of the Resolution shall be published in the local newspaper upon its adoption with final conveyance occurring at least ten (10) days after said publication.

Adopted this 6th day of December 2010.

WARREN COUNTY BOARD OF COMMISSIONERS

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, a request from Randy Parker, President of Vance Granville Community College for use the Warren County Armory Civic Center on February 17, 2011 with rental fees waived was approved.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, a request from A'tiana Clark, Senior Master Sergeant with Warren County High School Jr. ROTC Program for use of the Warren County Armory Civic Center on March 26, 2011 with rental fees waived was approved.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, request from Building & Grounds Department to extend time limited employment status of a full-time Maintenance Worker II position until the end of the fiscal year (June 30, 2011) was approved. Funding Source: \$9,240 fund balance appropriated, \$4,620 lapsed salary.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Yvonne D. Alston, Assistant Register of Deeds was appointed to serve as Supervisor in the Register of Deeds Office, due to retirement of Register of Deeds Elsie Weldon with an annual salary increase of \$5,000, effective December 1, 2010.

Attorney Thompson representing Julius Banzet, III, Lester D. Capps, Lynn C. Martin and Robert Alston Thompson requested the County grant a non-exclusive easement across an existing road on county-owned property to access their property adjacent to the PCB disposal site acquired through tax foreclosure sale.

County Manager Linda T. Worth recommended: legal review with recommendation from the County Attorney and require survey plat to be submitted with easement.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, a non-exclusive easement across existing road to PCB disposal site was granted contingent on County Attorney and County Planner/Zoning Administrator's review and approval of the language in the Easement Agreement and survey plat to be submitted with easement.

Bids were received for energy efficiency improvements to county facilities as follows:

AEM Inc.	\$162,628.95
Atlantic Energy Concepts	\$129,273.41
Coastline Electric Construction, Inc.	\$159,154.14

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, bid award was granted to Atlantic Energy Concepts in the amount of \$129,273.41 for energy efficiency improvements to county facilities. Chairman Richardson was authorized to execute contract documents. Funding Source: ARRA Energy Efficiency Conservation Block Grant.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, County Manager Linda T. Worth was authorized to approve budget and project amendments to ARRA Energy Efficient Lighting Project Grant to include additional energy efficiency improvements in Warren County Facilities.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Chairman Barry Richardson was designated Voting Delegate to the NC Association of County Commissioner's January 20-21, 2011 Legislative Goals Conference to be held at Sheraton Imperial Hotel in Durham County.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Resolution Adopting a Policy for Mutual Assistance with Other Law Enforcement Agencies was adopted as follows:

STATE OF NORTH CAROLINA
COUNTY OF WARREN

RESOLUTION ADOPTING A POLICY FOR
COOPERATION/MUTUAL AID BETWEEN LAW ENFORCEMENT AGENCIES

WHEREAS, pursuant to N.C.G.S. § 153A-212 (2010) and N.C.G.S. § 160A-288 (2010), a county may cooperate with and agree to mutually aid the State and other local governments in law-enforcement matters, and;

WHEREAS, N.C.G.S. § 160A-288 requires the governing body of a county to officially adopt appropriate rules, policies and/or guidelines to govern such cooperation/mutual aid with other government law enforcement agencies within the State, and;

WHEREAS, pursuant to said laws, the law enforcement cooperation/aid to be rendered authorizes the officers of the lending agency to work temporarily with officers of the requesting agency (including in an undercover capacity), and lending equipment and supplies, and;

WHEREAS, it is deemed to be in the best interests of the citizens Warren County to adopt a reasonable policy and guidelines whereby reciprocal law enforcement assistance can be both rendered to and obtained from other governmental jurisdictions within the State, and;

WHEREAS, such reciprocal assistance is necessary for the effective law enforcement for the protection of the citizens of Warren County;

NOW THEREFORE BE IT RESOLVED BY THE WARREN COUNTY BOARD OF COMMISSIONERS THAT:

•The Warren County Sheriff is hereby authorized to lend officers of the Warren County Sheriff's Office to work temporarily with officers of requesting law enforcement agencies, including in an undercover capacity, and the Sheriff may lend such equipment and supplies to requesting agencies as he deems advisable;

•All such requests and authorizations shall be in accordance with N.C.G.S. § 160A-288 and § 153A-212, as applicable;

- While working with a requesting agency, a Warren County officer (on loan) shall have the same jurisdiction, powers, rights, privileges and immunities (including those relating to the defense of civil actions and payment of judgments) as the officers of the requesting agency, in addition to those the officer normally possesses;
- While on duty with the requesting agency, a Warren County officer (on loan) shall be subject to the lawful operational commands of the officer's superior officers in the requesting agency, but the officer shall, for personnel and administrative purposes, remain under the control of the officer's own agency, including for purposes of pay. An officer (on loan) shall furthermore be entitled to worker's compensation and the same benefits to the extent as though he were functioning within the normal scope of the officer's duties;
- The Warren County Sheriff is hereby authorized to enter into written cooperation/mutual aid agreements with other law enforcement agencies within the State, provided that:
 - the head of the requesting agency makes such request in writing;
 - reasonable arrangements, terms and conditions are agreed upon between the respective heads of the lending and requesting agencies;
 - said request is for temporary assistance as defined by law, and;
 - said agreement meets and/or incorporates the requirements of this Resolution therein.

- No written cooperation/mutual aid agreement shall be valid between agencies when and if there is a change in the leadership of one or the other agency. In such event, a new written cooperation/mutual aid agreement must be executed between the law enforcement agencies.

On this the 6th day of December, 2010.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, 2011 Board of Commissioners Work Session Schedule was adopted as follows:

<i>Budget Goal Setting Work Session</i>		
<i>January 19, 2011</i>		
<i>TIME: 10:00 am – 3:00 pm</i>		
<i>LOCATION: Memorial Library Community Meeting Room</i>		
<hr/>		
Regular Commissioner Work Sessions		
6:00 pm in the Warren County		
<i>Memorial Library Community Meeting Room</i>		
February 16th	April 20th	June 15th
August 17th	October 19th	December 21st

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by a majority vote 2011 Board of Commissioners Regular Meeting Schedule changing time of meetings to **6:00 pm** was adopted as follows:

<p>The Warren County Board of Commissioner’s regularly scheduled 2011 Meetings are held on the first Monday of each month at 6 pm. Mid-Monthly meetings shall be scheduled as needed. All meetings are in the Warren County Memorial Library Community Room, unless otherwise posted.</p>		
January 3rd	February 7th	March 7th
April 4th	May 2nd	June 6th
July 5th	August 1st	September 6th
October 3rd	November 7th	December 5th

Votes were as follows: Ayes: Jordan, Downey, Richardson & Baker
 Nay: Ross

Motion carried, 2011 Board of Commissioners regular meeting schedule was adopted with meetings convening at 6:00 pm.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, County Manager’s report on contracts executed was approved as presented.

Animal Control Department

CenturyLink Sales Solutions, Inc.
 665 Lexington Avenue
 Mailstop: OHMANB0107
 Mansfield, OH 44907

This is a Products and Services agreement for a replacement telephone system at the Animal Ark which includes installation, warranty and training. Funds to accommodate this purchase in the amount of \$3,825.22 are budgeted in the Animal Control Department's budget.

Sheriff's Department

MorphoTrak, Inc.
 113 South Columbus Street
 Alexandria, VA 22314

This is a Maintenance and Support Agreement for a Livescan Ruggedized Station and Lexmark Printer at an annual cost of \$4,681. Funds to accommodate this agreement for the current year are budgeted in the Sheriff's Department budget.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, County Manager's report of activities for November 2010 was accepted:

Administration

- Prepared for and attended Board of County Commissioners regular monthly meeting (11/1/10)
- Met with M. Layne to discuss county issues and opportunities (11/2/10)
- Conducted Capital Improvement Plan meeting with several Department Heads (11/3/10)
- Attended Land Use Meeting at the Courthouse (11/3/10)
- Attended meeting with Dr. Appleton and others to discuss Slaughter House Project (11/8/10)
- Conducted Pre-Bid Conference for Energy Efficient Lighting Project (11/8/10)
- Attended Kerr-Tar RPO/TAC meeting in Oxford (11/9/10)
- Met with EDC Sub-Committee to discuss EntreDot proposal (11/10/10)
- Prepared for and conducted orientation for two new Board of Commissioner members (11/15/10)
- Conducted Energy Efficient Lighting Project bid opening – Only two bids received so project was re-advertised with new bid opening scheduled for November 29, 2010 (11/15/10)
- Met with Finance Director and Public Utilities Staff to discuss issue concerning water billing (11/17/10)
- Prepared for and conducted monthly Department Head's meeting (11/18/10)
- Thanksgiving Holidays Observed (11/25-26/10)
- Conducted 2nd Bid Opening for Energy Efficient Lighting Project (11/29/10)
- Attended Triangle North Board Meeting (11/30/10)
- Participated in practice of Customer Service Skit to be performed at Department Head's Annual Christmas Luncheon (11/30/10)

Project UpdatesConstruction/Renovation Projects

Renovations on the upper level of the former Mental Health Building that will house the County Finance Office are scheduled to be completed by 12/2/10 with the move scheduled for 12/3 and 12/6. After this project is completed, we will begin modifications on lower level to make the area below grade handicapped accessible.

EMS Satellite Facilities

The Davis-Bugg Road EMS facility is approximately 15 - 20% complete at this time. The Afton EMS facility is approximately 90% complete at this time. Sheetrock has been completed. Concrete work is scheduled to be done on the curbing, sidewalk, front porch and handicapped parking spaces. Paving of the front parking lot is scheduled to be bid in the next 10 days. Warren County received \$9,500 for each EMS Satellite Facility for parking lot paving.

Wastewater Treatment Plant Rehab Project

We were recently approved for a Division of Water Quality (DWQ) low-interest loan in the amount of \$867,500 for Phase I WWTP Rehab. An Engineering contract with AECOM Engineers was approved by the Board of Commissioners at the November 1st Board meeting. We are moving forward to meet the milestones identified for this project in the award letter from DWQ, the first being the submittal of the Engineering Report in January 2011. We are continuing to seek out additional funding for the remaining phases of the WWTP Rehab.

CDBG ProjectsEphraim Place Subdivision CDBG Project

All CDBG funds in this project have been expended. We have provided the Division of Community Assistance (DCA) with a Plan of Action and Extension Request Worksheet to explain how we plan to move forward with construction of the 19 homes in Ephraim Place Subdivision. Additional information requested by DCA has been submitted. We are now awaiting a final decision on our extension request.

Energy Efficiency Community Block Grant Program

In May 2010 Warren County was awarded an Energy Efficiency Community Development Block Grant in the amount of \$182,933. These funds will be used to make improvements to several county buildings and facilities to make them more energy efficient. The Advertisement for Bids was placed in the local newspaper as well as a newspaper serving historically underutilized businesses. The bid opening scheduled to take place on November 15, 2010 was held; however, only two bids were received which necessitated a re-advertisement of this project. A second bid opening was held on Monday, 11/29/10 at which time four bids were received. A recommendation for bid award will be made at the Board of Commissioners 12/6/10 meeting. If the bid is awarded and a contract executed, we anticipate this project will be completed in the spring 2011.

Other Activities

- Guest Speaker at Warren Co. High School PTSA Meeting (11/9/10)
- Participated in Service Awards Luncheon for Warren County Employees (11/10/10)
- Attended Retirement Reception for Com. Danny Wright in Vance Co. (11/16/10)
- Attended and participated in Warrenton Town Café Meeting (11/16/10)
- Participated in Ceremony Honoring a Warren County Veteran for the Veterans Memorial in Fayetteville (11/18/10)
- Attended Farm/City Week Breakfast Meeting (11/19/10)
- Attended Angel Tree Luncheon at DSS (11/23/10)
- Attended and participated in Gang Assessment Report to the Citizens (11/30/10)

Having held a required public hearing on Monday, December 6, 2010 at 9:30 am to hear citizen comments regarding Close-Out of 2008 Community Development Block Grant Water Hook-Up Program, the Board took the following action.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Close-Out of 2008 Community Development Block Grant (CDBG) Water Hook-Up Program was approved.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, a public hearing to hear citizen comments regarding Proposed Revisions to Warren County Noise Control Ordinance was rescheduled to January 3, 2011 at 5:45 pm.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, a public hearing to hear citizen comments regarding Amendments to 2008 CDBG Scattered Sites Housing Rehab Program was scheduled for January 3, 2011 at 5:30 pm.

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

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