

**MINUTES FROM A PUBLIC HEARING REGARDING PEITITON REQUEST FOR REZONING IN ROANOKE TOWNSHIP HELD BY THE BOARD OF COUNTY COMMISSIONERS FOR THE COUNTY OF WARREN IN THE WARREN COUNTY ARMORY CIVIC CENTER MEETING ROOM MARCH 14, 2011 AT 5:30 PM.**

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.

Ken Krulik, Planner/Zoning Administrator gave a brief overview of rezoning request:

**Petition for Re-Zoning (commercial to residential) to re-zone Lot 1 (2.87 acres) from [NB] Neighborhood Business to [R] Residential on Tax Map L2B-88C located on Lizard Creek Road at Quail Ridge Road in Roanoke Township.**

There were no citizen comments.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, the Public Hearing was adjourned at 5:40 pm.

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

**MINUTES FROM A PUBLIC HEARING REGARDING COUNTY REZONING OPTIONS HELD BY THE BOARD OF COUNTY COMMISSIONERS FOR THE COUNTY OF WARREN IN THE WARREN COUNTY ARMORY CIVIC CENTER MEETING ROOM MARCH 14, 2011 AT 5:45 PM.**

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.

Citizen comments were as follows:

**Duane Putnam** – encouraged the Board to support option 3 or 4, good strategic and comprehensive planning is essential. Development will come if the Board accepts one of the two recommended options and the County will be ready for it. Spot zoning is not a pretty thing to see. Mr. Krulik is doing an excellent job.

**Ron Skow** – Option 4 is the way to go for Warren County, leave the Town of Macon off consideration because Macon needs its own ordinance.

**E.B. Harris** – Lives in Inez community, Fork Township. Mr. Harris gave family history of dairy farming in Warren County. This county was the choice over Wake County. Zoning issues have made it restrictive for farming in Wake. It's a headache to farm in zoned areas because it takes your private property rights. Mr. Harris indicated possible adverse reactions from public if property is zoned.

Ken Krulik, Planner/Zoning Administrator gave a brief overview of options for proposed County Zoning.

**Options for the Board of Commissioners to consider for expanding zoning throughout the County (current zoning ordinance or the proposed revised ordinance):**

- **Option 1** - Maintain the current zoned areas/boundaries of Kerr Lake and Lake Gaston.
- **Option 2** - Proposed corridor zoning (major transportation corridors).
- **Option 3** - Proposed phased zoning (areas north of 158 and Warrenton Road SR 1001).
- **Option 4** - Proposed countywide zoning (with intergovernmental agreements between the Town of Macon and Haliwa-Saponi Tribal Community).

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, the Public Hearing was adjourned at 5:59 pm.

/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 ARMORY CIVIC CENTER MEETING ROOM ON MARCH 14, 2011 AT 6:00 PM.**

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.***

**Citizen Comments:**

**Alice Putnam** – spoke regarding “NC Sunshine Week” Observance. There are problems with Animal Control Board member term limits; there was no problem until Director made request with higher numbers. Meeting Board of Commissioners directed between parties never took place. Animal Control Director has unprofessional conduct.

**Duane Putnam** – Economic Development Commission (EDC) revised by-laws on agenda for adoption, were developed by County Manager and Chairman Richardson. There was no open door government for input. Governor declared Sunshine Week this week, but in Warren County it’s cloudy. EDC is working with more progress than they have had in decades developing a meat processing plant. Word spreads in business community. Newly developed seats on the EDC should go to interested, unbiased citizens. EDC and Board of Commissioners mixed is unethical and unheard of. EDC may not be perfect but now is not the time to disband the Commission. Vote no to revised EDC By-laws.

**Ron Skow, Lake Gaston Association (LGA)** - requested LGA input in the FY 2011-12 budget process. (letter on file in Clerk’s office)

**Sallie White, Chairperson EDC Board** - introduced EDC Board members present, EDC agrees the By-laws need updating and requested the Board of Commissioners allow time for review to make recommendations.

**Victor Hunt**, Elated at Warren Record's article about Agri-Green Business but disappointed with recommended revisions to EDC By-laws, there are concerns. Based on proposed By-laws there are limitations, membership is restrictive and will eliminate some qualified people. Recommends board table By-laws from the agenda and refer them to a committee made up of 2 commissioners, County Manager, Attorney and EDC Board.

On motion of Commissioner Ross, which was seconded by Commissioner Baker and duly carried by unanimous vote, March 14, 2011 Suggested Agenda was amended as follows:

Added Item 6A	Minutes of March 3, 2011 Joint Meeting
Added Item 10-G	Appointment to Inez VFD Fire Tax Board
Deleted name from Item 10-C	Appointment of William Perry to Planning Board

On motion of Commissioner Ross which was seconded by Commissioner Downey and duly carried by unanimous vote, March 14, 2011 Suggested Agenda was adopted as amended.

On motion of Commissioner Jordan which was seconded by Commissioner Ross and duly carried by unanimous vote, Agenda Item 6A – Minutes of February 15 Regular Meeting and March 3, 2011 Joint Meeting were adopted.

On motion of Commissioner Jordan which was seconded by Commissioner Ross and duly carried by unanimous vote, Agenda Item 6B – Interest Income Report for January 2011 was approved:

**INTEREST INCOME REPORT  
Month of January 2011**

FUND	JANUARY INCOME	FISCAL YEAR TO - DATE
General	1,833.08	9,432.18
Revaluation	18.29	134.01
E 911 Telephone System	44.28	330.85
Buck Spring Project	28.86	257.13
Ambulance Storage Facility	26.99	213.12
Library Building Project Fund	0.00	12.54
National Guard Armory	1.79	37.16
Regional Water Enterprise Fund	46.46	413.88
District 1 Enterprise Fund	65.90	607.73
Solid Waste	20.51	211.69
District II Enterprise Fund	64.51	608.35
District III Capital Project Fund	16.34	145.52
District III Phase II BANS	0.38	3.35
District III Enterprise Fund	39.22	453.14
Soul City Pump Station Improvements	0.40	3.60
	2,207.01	12,864.25

On motion of Commissioner Jordan which was seconded by Commissioner Ross and duly carried by unanimous vote, Agenda Item 6C – Tax Collector's Report for January 2011 was accepted:

**Tax Collector's Report  
to the Warren County Board of Commissioners  
For the Month JANUARY 2011**

**Current Year Collections**

Tax Year	Charge	Collected in JANUARY	Collected to Date	Balance Outstanding	Percentage Collected
JAN 2011 FY11	\$15,123,547	\$2,382,318	\$13,364,895	\$1,758,652	88.37%
JAN 2010 FY10	\$15,038,120	2,277,763	13,445,168	1,592,952	89.41%

**Delinquent Collections**

Year	Charge	Collected	Balance Outstanding	Percentage Collected
2009	\$690,474	\$25,803	\$293,439	42.50%
2008	241,766	3,782	34,665	14.34%
2007	188,454	2,053	17,446	9.26%
2006	160,823	1,822	13,482	8.38%
2005	129,527	854	9,967	7.70%
2004	111,398	370	7,161	6.43%
2003	93,814	212	4,520	4.82%
2002	115,157	142	4,017	3.49%
2001	168,296	157	3,730	2.22%
2000	93,770	230	2,770	2.95%
<b>Total Delinquent Years</b>	<b>\$ 1,993,479</b>	<b>\$35,425</b>	<b>\$ 391,197</b>	<b>\$ 1,602,282</b>

Other JANUARY Receipts  
 County Penalties  
 Landfill User Fees  
 Municipalities  
 Fire District Taxes  
 Advance Taxes

\$ 18,996	\$ 88,828
\$ 168,892	\$ 970,789
\$ 108,184	\$ 613,327
\$ 114,229	\$ 655,374
\$ 859	\$ 2,662

JANUARY GRAND TOTAL

\$ 2,828,903	\$ 16,087,072
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*R. Edwin Mitchum*  
 R. Edwin Mitchum, Tax Collector 2/24/2011  
Date

On motion of Commissioner Jordan which was seconded by Commissioner Ross and duly carried by unanimous vote, Agenda Item 6D – Request for Tax Releases over \$100 was approved:

<b>Over \$100</b>	<b>3/6/2011</b>	Date: _____
<b><u>ERROR CORRECTION RELEASES:</u></b>		
EDWARDS JOHN R HEIRS	2010 12921 321 B3 4	3727 \$205.71 PARCEL NO LONGER EXIST 14361
EDWARDS JOHN R HEIRS	2009 12921 321 B3 4	3727 \$205.71 PARCEL NO LONGER EXIST 14362
EDWARDS JOHN R HEIRS	2008 12921 321 B3 4	3727 \$171.98 PARCEL NO LONGER EXIST 14363
EDWARDS JOHN R HEIRS	2006 12921 321 B3 4	3727 \$153.71 PARCEL NO LONGER EXIST 14364
EDWARDS JOHN R HEIRS	2005 12921 321 B3 4	3727 \$153.71 PARCEL NO LONGER EXIST 14365
GARRISON GLENN W & ANNE	2010 21455 300 I3D138	10592 \$115.66 PTC 14366
HINTON MARY J	2001 20211 101 E2 76	33761 \$139.54 PROPERTY DOES NOT EXIST 14367
HINTON MARY J	2002 20211 102 E2 76	34873 \$135.44 PROPERTY DOES NOT EXIST 14368
HINTON MARY J	2003 20211 103 E2 76	36140 \$128.48 PROPERTY DOES NOT EXIST 14369
HINTON MARY J	2004 20211 104 E2 76	37519 \$124.74 PROPERTY DOES NOT EXIST 14370
HINTON MARY J	2005 20211 105 E2 76	40370 \$117.54 PROPERTY DOES NOT EXIST 14371
HINTON MARY J	2006 20211 106 E2 76	43664 \$110.34 PROPERTY DOES NOT EXIST 14372
MHC LAKE GASTON LLC	2010 29901 300	8503 \$234.80 SOLD BOATS TO OUTDOOR W 14373
SEAMAN JEREMY & ADRIENNE	2010 24704 300 C3 42A	22941 \$100.43 WRONG YR ON DW 14374
SUMMER JAMES S & RHONDA N	2010 14938 493 J3 14A	17183 \$2,170.00 LOT TRANSFER IN ERROR TO 14375
<b>SUB-TOTAL ERROR CORRECTIONS:</b>		<b>\$4,267.79</b>
<b><u>MOTOR VEHICLE RELEASES:</u></b>		
HEDGEPEETH VIOLA M	2010 29824 109 ZNL6526	55412 \$104.57 TURNED IN 14375
<b>SUB-TOTAL MOTOR VEHICLE RELEASES:</b>		<b>\$104.57</b>
<b>SUB-TOTAL CORRECTION RELEASES:</b>		<b>\$4,267.79</b>
<b>Total Releases</b>		<b>\$4,372.36</b>
<b><u>LANDFILL USER FEE RELEASES:</u></b>		
ALSTON ROSA J	2010 2138 301 E5 161	12082 \$115.00 DON'T OWN SW ON PROP 14376
PAYNTER JAMES	2010 30336 302 E3 1411	17326 \$118.16 NO DWELLING, NO LFUF 14377
SYKES T M HEIRS	2010 39433 334 L2B 85	12910 \$115.00 NO ELECTRICITY PER HALIFAX 14378
<b>TOTAL LFUF RELEASES:</b>		<b>\$348.16</b>
<b>Total Releases</b>		<b>\$4,720.52</b>

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

<b>Under \$100</b>	<b>3/6/2011</b>	Date: <u>2/28/11</u>
<b><u>ERROR CORRECTION RELEASES:</u></b>		
<b>NAME</b>	<b>Year ACCT# MAP #</b>	<b>RECORD # AMOUNT REASON Rel #</b>
BULLARD WAYNE R	2010 8786 300 H1D150	3196 \$ 7.12 BT TRADED IN FOR 2007 BT 14326
DAVIS CONSTANCE	2010 4560 300 J3B 80	16135 \$ 54.56 PTC 14327
EDWARDS JOHN R HEIRS	2007 12921 321 B3 4	3727 \$ 96.25 PARCEL NO LONGER EXIST 14328
MHC LAKE GASTON LLC	2010 29901 300 L4A 59	8503 \$ 38.22 SOLD BOASTS TO OUTDOOR V 14329
REINHARDT GARY E	2010 3041 200	28639 \$ 23.81 DON'T OWN BOATS IN WARREI 14330
ROANOKE RENTALS LLC	2005 26082 105 C5 77C2	55818 \$ 70.57 DON'T OWN PROPERTY, CL 14331
ROANOKE RENTALS LLC	2006 26083 311 C5 77C2	18776 \$ 63.26 DON'T OWN PROPERTY, CLER 14332
ROANOKE RENTALS LLC	2007 26082 107 C5 77C2	49713 \$ 72.65 DON'T OWN PROPERTY, CLER 14333
ROANOKE RENTALS LLC	2008 26082 108 C5 77C2	57296 \$ 77.88 DON'T OWN PROPERTY, CLER 14334
TANT CEDRIC & DIANNE	2010 39711 302 D4D 344B	1493 \$ 66.51 MH HOOKUP TAKEN OFF 14335
THOMSON ROBERT R & TAMI	2010 35066 301 L2C 68	8207 \$ 17.29 SWMH ASSESSED AS REAL&PI 14336
TURNER MARY E	2010 41135 300 G5 131	12478 \$ 2.39 WAS NOT LISTED LATE 14337
<b>SUB-TOTAL ERROR CORRECTIONS:</b>		<b>\$ 590.51</b>

**MOTOR VEHICLE RELEASES:**

BOYD OLLIE JR	2010 4205 2042	XSB3096	60037	\$5.42	TOTALED	14338
BROWN JOYCE ALSTON	2010 15280 1221	ZWW2159	72811	\$3.10	JUNKED	14339
BULLOCK NATHANIEL JR	2010 22485 1976	RXY4205	66944	\$5.00	SOLD	14340
CROWE GLADYS B	2010 9912 2107	YRN7386	73697	\$4.25	DAMAGES/HIGH MILEAGE	14341
DAVIS LARRY D	2010 33147 109	WRJ5429	55153	\$35.18	RELEASED TO FRANKLIN CO	14342
DCFS TRUST	2010 6643 2360	YNC5573	67907	\$38.56	SOLD	14343
DICKERSON FRED M	2010 11909 2232	WTX4303	70561	\$36.06	STOLEN	14344
DICKERSON FRED M	2010 11909 1986	VWW8423	67533	\$5.14	SOLD	14345
FERGUSON BERNARD JR	2010 15766 2141	ZTW2043	68804	\$4.74	RELEASED TO RICHMOND CO	14346
HUNTER TARAN K	2010 7047 1368	XNB7387	72958	\$16.47	HIGH MILEAGE	14347
JORDAN HATTIE D	2010 1120 109	PNY3952	54672	\$26.91	TOTALED	14348
KELLY CHARLOTTE Y	2010 7623 2633	YVT2749	64108	\$5.40	REG IN ANOTHER STATE	14349
KOLB DOUGLAS J	2010 8872 1426	WYY8026	73016	\$15.36	SOLD	14350
LYNCH CHARLES E	2010 7068 109	ZPH1990	55897	\$4.24	SOLD	14351
NICHOLSON SUSIE M	2010 35082 100	NYX9509	66575	\$12.25	SOLD	14352
PLUMMER PAUL B	2010 32006 100	SRK4400	66191	\$2.15	SOLD	14353
RICHARDSON IRIS F	2010 33636 2459	ZNA5510	74049	\$8.50	GAVE AWAY	14354
SMITH FRANK Y JR	2010 29468 2363	VWW6912	67331	\$11.28	REG IN ANOTHER STATE	14355
VANHORNE ROGER D	2010 14252 1432	MXB2417	71431	\$53.13	RELEASED TO WAKE CO	14356
VITALE VITO A	2010 26083 2387	ZWS1863	72386	\$83.97	SOLD	14357
WEST JAMES A	2010 19407 2031	3B9223	70360	\$14.88	SOLD	14358
WHITE JAMES A	2010 33664 1813	YVT3209	65074	\$4.50	SOLD	14359
WILLIAMS PAULA L FIELD	2010 20860 1123	ZWS2276	72713	\$8.91	SOLD	14360

**SUB-TOTAL MOTOR VEHICLE RELEASES:** \$405.40

**SUB-TOTAL CORRECTION RELEASES:** \$590.51

**Total Releases** \$995.91

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Amendment # 9 to the Warren County FY 2010-2011 Budget Ordinance was adopted:

**AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE****2010/2011****Amendment No. 9**

**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:**

Tax Collection	30,000
Emergency Medical Services	10,000
Buildings, Grounds and Maintenance	(27,000)
Cooperative Extension	7,000
Health Department	1,450
Recreation	10,000
<b>Total</b>	<b>\$ 31,450</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:**

Restricted Intergovernmental - Health	1,450
Fund Balance Appropriated	30,000
<b>Total</b>	<b>\$ 31,450</b>

**This amendment:**

- appropriates funds to the Tax Collector for legal services performed in relation to tax foreclosures. Currently Zacchaeus Legal Services has invoices totaling \$20,806.13 outstanding with the County.

Funding Source: Fund Balance Appropriated

- appropriates funds to Emergency Medical Services for shed repairs.

Funding Source: Building, Grounds and Maintenance - Contingency

- appropriates funds to Cooperative Extension for building repairs.

Funding Source: Building, Grounds and Maintenance - Contingency

- increases funding to the Health Department to agree with State allocations.

Funding Source: NC Division of Public Health

- appropriates funds to Recreation Department for gym repairs.

Funding Source: Building, Grounds and Maintenance - Contingency

Respectfully Submitted 03/14/2011

Barry J. Mayo

Barry J. Mayo, Finance Director

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Amendment # 1 to the Capital Project Ordinance Warren County Water & Sewer District III, Phase III Project was adopted:

**AMENDMENT TO THE CAPITAL PROJECT ORDINANCE FOR  
WARREN COUNTY WATER & SEWER  
DISTRICT NO. III PHASE III PROJECT  
(Amendment No. 1**

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

Increase/(Decrease) Appropriations:

Engineering / Design	536
Engineering / Bidding	77
Engineering / Construction Administration	153
Engineering / Additional Services	(13,500)
Soil Investigations	6,620
Construction Contract	12,128
Contingency	\$ (6,014)
<b>Total</b>	<b>\$ 0</b>

**This amendment:**

adjusts project line items to the most recent costs estimates.

Respectfully Submitted 03/14/2011

Barry J. Mayo

Barry J. Mayo  
Finance Director

Having held a required public hearing on Monday-March 14, 2011 at 5:30 pm to hear citizen comments regarding a petition from Tom & Sherrie Charnetzky to rezone 2.87 acres from Neighborhood Business (NB) to Residential (R ) on Lizard Creek Road at Quail Ridge Road in Roanoke Township, the following action was taken.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, petition request to rezone 2.87 acres from Neighborhood Business (NB) to Residential (R ) on Lizard Creek Road at Quail Ridge Road in Roanoke Township was approved.

Having held four community forums and a required public hearing on Monday, March 14, 2011 at 5:45 pm to hear citizen comments regarding proposal of four (4) Options for the Board of Commissioners to consider for expanding zoning throughout the County (current zoning ordinance or the proposed revised ordinance):

- **Option 1 - Maintain the current zoned areas/boundaries of Kerr Lake and Lake Gaston.**
- **Option 2 - Proposed corridor zoning (major transportation corridors).**
- **Option 3 - Proposed phased zoning (areas north of 158 and Warrenton Road SR 1001).**
- **Option 4 - Proposed countywide zoning (with intergovernmental agreements between the Town of Macon and Haliwa-Saponi Tribal Community).**

the following action was taken.

Chairman Richardson stated a 5<sup>th</sup> option could be considered to table item to the April 4, 2011 Board meeting in order to allow time to gather more information.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Option # 5 was approved to table item to the April 4, 2011 Board of Commissioners meeting in order to allow time to gather more information.

Having held a joint meeting on March 3, 2011 with Economic Development Commission (EDC) and interested Stakeholders to discuss a funding request in the amount of \$50,000 for proposed Agri-Business Economic Development Project, the following action was taken.

On motion of Commissioner Ross, which was seconded by Commissioner Downey and duly carried by unanimous vote, it was approved to allocate \$50,000 to retain the services of Dr. Peter Appleton to move forward with the proposed Agri-Business Economic Development Project. EDC was additionally directed to ascertain the amount of stakeholder investments and provide documentation on any additional financial resources that were identified or committed to this project. Project structure and progress shall be reported to the Board of Commissioners on a regular basis. Funding source: EDC Lapsed Salary; alternate funding - Fund Balance.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, amended By-laws to the Local Emergency Planning Committee (LEPC) were tabled to April 4, 2011 regular meeting.

Chairman Barry Richardson conferred position of Chairman of the Board to Vice-Chairman Ross in order to participate in discussion of proposed revisions to By-laws to the Economic Development Commission (EDC).

Commissioner Richardson stated that all Commissioners and EDC Board members have reviewed proposed amendments to the EDC By-Laws. A work session was conducted where amendments were presented for discussion. Revisions were drafted by Chairman Richardson, with input from County Attorney Turrentine and County Manager Worth for presentation to both Boards for feedback and were open for public comment. Current by-laws only seat nine (9) voting members and there must be changes to attract more business into the county.

Acting Chairman Ulysses Ross conferred position of Chairman back to Barry Richardson.

On motion of Commissioner Ross, which was seconded by Commissioner Downey and duly carried by unanimous vote, revised EDC By-laws were tabled to a later date.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, Doris Ross was re-appointed to the Planning Board to serve a 4<sup>th</sup> term expiring March 2014.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, John David Williams was re-appointed to the Planning Board to serve a 3<sup>rd</sup> term expiring March 2014.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Lewis Al Thompson was re-appointed to the Planning Board to serve a 5<sup>th</sup> term expiring March 2014.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Willie S. Pearce, Jr. was re-appointed to the Planning Board to serve a 2<sup>nd</sup> term expiring March 2014.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, Trudy Russell Bookbinder was appointed to the Warren County Citizens Advisory Council representing District III – Commissioner Downey.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Charles Jefferson was appointed to the Warren County Citizens Advisory Council representing District III - Commissioner Downey.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Dr. Russell C. King was re-appointed to the Board of Equalization and Review (E&R) to serve a 3<sup>rd</sup> term expiring March 2012.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Joel W. Febel was re-appointed to the Board of Equalization and Review (E&R) to serve a 4<sup>th</sup> term expiring March 2012.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, Lawrence R. Carver was re-appointed to the Board of Equalization and Review (E&R) to serve a 4<sup>th</sup> term expiring March 2012.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Oscar Butch Meek was re-appointed to the Board of Equalization and Review (E&R) to serve a 4<sup>th</sup> term expiring March 2012.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Commissioner Ruby Downey was appointed to the Senior Center Advisory Board to replace Commissioner Baker. Term expires December 2012.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, Thomas C. Powell was appointed to the Inez Volunteer Fire Department Tax Board to fill unexpired term of the Late Elizabeth Reid.

On motion of Commissioner Baker, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Resolution Approving Water Shortage Response Plan was adopted as presented:

**RESOLUTION  
FOR  
APPROVING WATER SHORTAGE RESPONSE PLAN**

**WHEREAS**, North Carolina General Statute 143-355 (l) requires that each unit of local government that provides public water services or plans to provide such services shall, either individually or together with other such units of local government, prepare and submit a Water Shortage Response Plan; and

**WHEREAS**, as required by the statute and in the interests of sound local planning, a Water Shortage Response Plan for Warren County has been developed and submitted to the Board of Commissioners for approval; and

**WHEREAS**, the Board of Commissioners finds that the Water Shortage Response Plan is in accordance with the provisions of North Carolina General Statute 143-355 (l) and that it will provide appropriate guidance for the future management of water supplies for Warren County as well as useful information to the Department of Environment and Natural Resources for the development of a state water supply plan as required by statute;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of Warren County that the Water Shortage Response Plan entitled, Warren County Water Shortage Response Plan dated March 2011, is hereby approved and shall be submitted to the Department of Environment and Natural Resources, Division of Water Resources; and

**BE IT FURTHER RESOLVED** that the Board of Commissioners of Warren County intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

**This the 14<sup>TH</sup> day of March 2011.**

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, Resolution 10-110 was adopted. County Manager and/or Chairman of the Board was authorized to sign same:

**RESOLUTION 10—110**

**A RESOLUTION AUTHORIZING THE MAYOR TO SIGN A REVISED WATER SHORTAGE RESPONSE AGREEMENT WHICH ESTABLISHES PROCEDURE AND MEASURES FOR THE ESSENTIAL CONSERVATION OF WATER RESOURCES**

**WHEREAS**, the Henderson City Council identified eight Key Strategic Objectives (KSO) at its 2010 Strategic Planning Retreat; and

**WHEREAS**, one of the Key Strategic Objectives is addressed by this request as follows: KSO 5: Provide Reliable, Dependable Infrastructure; and

**WHEREAS**, the State Division of Water Resources has mandated that agreements be in place that establish Procedures and Measures for the essential conservation of water resources in drought conditions; and

**WHEREAS**, this agreement is necessary to provide for the declaration of official phases of water supply shortage situations and the implementation of voluntary and mandatory water conservation measures in the event of a water shortage or water emergency; *and*

**WHEREAS**, revisions to the agreement has been submitted to the State for its review and approval and has also been submitted to the City of Oxford and Warren County as members of the Kerr Lake Regional Water System.

**NOW, THEREFORE BE IT RESOLVED BY THE HENDERSON CITY COUNCIL THAT IT DOES HEREBY** authorize the Mayor to sign the Water Shortage Response Agreement on behalf of the City of Henderson, said agreement being more fully articulated in **Attachment A** to this Resolution.

The foregoing Resolution 10—110, upon motion of Council Member Davis and second by Council Member Rainey, and having been submitted to a roll call vote received the following votes and was APPROVED on this the 8th day of November 2010: YES: Inscoc, Rainey, Peace-Jenkins, Daeke, Davis, Daye and Coffey. NO: None. ABSTAIN: None. ABSENT: Evans.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Resolution Declaring Surplus Property and Authorizing Auction via GovDeals online auction was adopted:

**RESOLUTION  
SALE OF SURPLUS  
WARREN COUNTY PROPERTY**

**WHEREAS**, *the County of Warren has certain property which has been determined to be of no necessity and may lawfully dispose of such property through online auction.*

**NOW, THEREFORE, BE IT RESOLVED THAT**, *pursuant to Article 12, North Carolina General Statute 160A-268, the Warren County Board of Commissioners will sell through online auction the following personal property: Water Meter Housing (Clean Brass):*

*Lot # 1 – 3,050 lbs*

*Lot # 2 – 800 lbs*

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

**ADOPTED this the 14<sup>th</sup> day March 2011.**

**WARREN COUNTY BOARD OF COMMISSIONERS**

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On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, Tuesday - May 31, 2011 Budget Work Session was rescheduled to Wednesday - June 1, 2011.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, a public hearing was scheduled for Monday, April 4, 2011 at 5:45 pm to hear citizen comments regarding a request for rezoning.

County Manager Linda T. Worth gave an update on FY 2011 financial condition and status of efforts to reduce Fund Balance allocation to balance the current year's budget, in follow-up to March 23, 2011 work session:

Needed from fund balance to balance this year's budget - \$1.9 million  
Reduction due to implementation of cost saving measures - \$911,847  
Each employee will take one furlough day per month through June  
Additional furlough days may be added in the new year

The Board commended Mrs. Worth and the staff on their efforts and encouraged her to continue her search for ways to reduce fund balance allocation.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, it was ordered to retain the services of the Granville County Cooperative Extension Director (CED) Paul Westfall to serve in an Interim capacity with Warren County until end of June 2011. Annual salary allocation: 58.99% - \$48,210 paid by NC State University; 32.81% - \$26,814 paid by Granville County; 8.20% - \$6,704 paid by Warren County.

Report of County Manager approved contracts not to exceed \$50,000 (per Board authorization) was received as follows:

**Energy Efficiency Conservation Block Grant Project**

Applied Energy Management, Inc.  
16810 Kenton Drive, Suite 240  
Huntersville, NC 28078

A contract for weatherization improvements in county buildings and facilities was entered into on February 14, 2011 with AEM, Inc. at a cost of \$48,100. AEM, Inc. was the only company to bid on the weatherization component of this project at the 11/29/10 bid opening. Funds to facilitate payment of the cost of this project will come from the Energy Efficiency Conservation Block Grant in the amount of \$182,933.

**Human Resources Department**

North Carolina Association of County Commissioners  
Health Insurance Trust  
215 N. Dawson St.  
Raleigh, NC 27603

A Business Associate Agreement with the named contractor was necessitated to secure information regarding employee health insurance claims prior to the current year to give BCBS sufficient information to compute our employees' health insurance renewal rates for FY 12. There is no cost associated with this agreement.

**CDBG Scattered Site Housing Project**

Humphries Construction  
517 Wakefield Avenue  
Henderson, NC 27536

A bid opening was held on 12/14/11 for the rehabilitation of the home located at 104 Capps Hill Rd., Hollister, NC with three contractors responding. One did not bid, and of the remaining two, Humphries was the low bidder in the amount of \$39,915. A contract was entered into with Humphries Construction on 2/11/11 in the amount of \$39,915 to renovate this home. Funds to pay for this contract are included in the CDBG Scattered Site Housing Grant Project. No county funds are involved.

On motion of Commissioner Ross, which was seconded by Commissioner Baker and duly carried by unanimous vote, County Manager's February 2011 Status Report was accepted as presented:

**Administration**

- Attended meeting to discuss E-911 Funding (2/1/11)
- Attended meeting to discuss economic development project (2/11/11)
- Attended JPC Board Meeting (2/14/11)
- Prepared for and attended Board of County Commissioners' Regular Meeting (2/15/11)
- Participated in NACo Webinar discussing President's proposed budget (2/17/11)
- Phone conference with Board Retreat Facilitator to discuss Commissioners Planning Retreat Agenda (2/17/11)
- Participated in a conference call with Division of Community Assistance Staff, COG Staff and Clerk to the Board to discuss Infrastructure Hook-Up Grant Funding (2/18/11)
- Met with Warrenton Town Administrator to discuss WWTP Rehab Project (2/18/11)
- Stayed in close contact with Emergency Services Director and Board of County Commissioners all weekend due to forest fire in southern part of the county (2/19-20/11)
- Participated in Site Visit with Forest Ranger and Commissioners to tour areas burned in the forest fire (2/21/11)
- Prepared for and attended Board of County Commissioners Work Session (2/23/11)
- Attended FEMA Advisory Board Meeting (2/23/11)
- Conducted monthly Department Heads meeting (2/24/11)
- Met with District Extension Director to discuss securing an Interim Director for Cooperative Extension Service (2/24/11)
- Attended meeting with stakeholders to discuss economic development project (2/28/11)

**Project Updates**

**Construction/Renovation Projects**

Modifications on the lower level of the Finance Office building to make the area below grade handicapped accessible are approximately 90% complete. The tile floor has been installed; final painting has been completed; ceiling and lights have been installed; concrete for handicapped parking spaces and sidewalk have been poured; A-Roof has been framed and porch has been framed and installed. This project is anticipated to be completed by Friday, March 18, 2011.

#### EMS Satellite Facilities

No additional work has been done on the Davis-Bugg Road EMS facility which is approximately 15 - 20% complete at this time.

The Afton EMS facility is approximately 99% complete. The tile floors have been installed and cabinets, tops and painting inside are complete. Work remaining includes installation of carpet, concrete sidewalk and paving the parking lot.

#### CDBG Projects

##### Ephraim Place Subdivision CDBG Project

DCA has approved our proposed revised Plan of Action to complete four homes in Ephraim Place Subdivision by September. Once the homes are completed, the CDBG grant portion of this project can be closed-out. I will work with Cathy Alston-Kearney, Executive Director, of Warren Family Institute, who is serving as the Project Administrator, to complete this project.

##### Energy Efficiency Community Block Grant Program

Contracts have been awarded for both energy efficiency and weatherization improvements in this project. I signed off on the weatherization contract with Applied Energy Management, Inc. on February 14, 2011 in the amount of \$48,100. This company was the only one to bid at the 11/29/10 bid opening on the weatherization improvements. We anticipate completion of both components of this project within the next few weeks.

#### Other Activities

- Attended Retirement Luncheon for Gladys Favours, Emergency Services Admin Assistant along with Emergency Services & EMS Staff (2/1/11)
- Attended Farm Bureau's Annual Legislative Reception & Dinner (2/1/11)
- Guest Speaker at Ridgeway Baptist Church Black History Month Celebration (2/6/11)
- Attended Essentials of County Government Course with Coms. Baker & Downey (2/9-10/11)
- Attended Chamber of Commerce Business After Hours Event featuring VGCC Band (2/17/11)
- Attended Forget-Me-Not Alzheimer's Awareness Project Activities (2/26/11)
- Attended Farewell Luncheon for Tyrone Fisher and Rachel Monteverdi (2/28/11)

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, it was ordered to enter into Closed Session in accordance with GS 143-318.11(A)(5) to discuss property acquisition.

On motion of Commissioner Ross, which was seconded by Commissioner Downey and duly carried by unanimous vote, it was ordered to return to the March 14, 2011 regular meeting.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, it was ordered to add Item # 16 – Accept/Reject two (2) properties donated to Warren County by Jane Carroll Connell Wilson to the March 14, 2011 Agenda.

On motion of Commissioner Ross, which was seconded by Commissioner Downey and duly carried by unanimous vote, 1.4 acres adjacent to the Warren County Health Department (Tax ID E5D56A) was accepted at no cost to the County from Ms. Jane C.C. Wilson.

On motion of Commissioner Ross, which was seconded by Commissioner Baker and duly carried by unanimous vote, property (Tax ID E5D55A) was not accepted by County from Ms. Jane C.C. Wilson.

With no further business to discuss and on motion of Commissioner Jordan which was seconded by Commissioner Downey, the March 14, 2011 Board of Commissioners meeting was adjourned.

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