

MINUTES FROM A PUBLIC HEARING REGARDING NORTH CAROLINA DEPARTMENT OF TRANSPORTATION (DOT) PETITION REQUEST TO RENAME LEROY CHEEK ROAD (SR 1611) HELD BY THE BOARD OF COUNTY COMMISSIONERS FOR THE COUNTY OF WARREN IN THE WARREN COUNTY ARMORY CIVIC CENTER MEETING ROOM AUGUST 1, 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.

The floor was opened for comments from the Petitioner(s). There were none.

The Clerk to the Board read Rules of Citizen Comments.

Citizen Comments were as follows:

Dennis Williams resident on Leroy Cheek Road, inquired why the road name was being changed? Residents will need to go through the expense of changing their address on everything.

Willie Williams stated that he does not live on road but his son Dennis lives there and his wife and her family are land owners on the road. If the name is changed, residents will need to change address on everything; drivers' license, etc.

Three letters were received in opposition to the request for a name change. These letters were read for Board and public information from: Yvonne Cheek, Betty Emarita and Cheryl Cheek Carroll (letters are on file with Clerk to the Board). The letters pointed out that Leroy Cheek was instrumental in several historic events in the county.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried, the public hearing was adjourned at 5:55 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 WARREN COUNTY ARMORY CIVIC CENTER MEETING ROOM ON AUGUST 1, 2011 AT 6:00 PM.

The meeting 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.

Warren County Parks & Recreation Department was recognized for achieving 2011 All Stars Dixie Youth AA-District 10 - 2nd Place Winners;

Certificate of Recognition

Presented the 1st Day of August 2011

By the

**Warren County Board of
Commissioners**

To the

**2011 Warren County All Stars
Dixie Youth AA-District 10
2nd Place Winners**

Semaj Alexander
Cameron Burnette
Shayne Edwards
Eddie Green
Devon Henry
Camren Hogan



Michael Holtzman
Semaj Kearney
Diondre Langston
Roshene Mills
Russell Moore
Kellen Tucker

Head Coach James Alexander
Assistant Coach Marcus Foster
Assistant Coach Michael Holtzman
Assistant Coach Rorshon Williams

and for 2011 All Stars Dixie Youth Majors District 10 Champions.

Certificate of Recognition

Presented the 1st Day of August 2011

By the

**Warren County Board of
Commissioners**

To the

**2011 Warren County All Stars
Dixie Youth Majors
District 10 Champions**

Weldon Capps
Caleb Conn
Dustin Fountain
Justin Fountain
Christian Hernandez
Tyler Hobgood



Deon Howard
Trey Martin
Blake Owen
Timari Perry
Brandon Pulley
Matthew White

Head Coach Randy Martin
Assistant Coach Stewart White
Assistant Coach Eric Hobgood

“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.

A moment of silence was observed followed by the Clerk to the Board reading the “Conflict of Interest Disclaimer.”

There were no Citizen Comments.

On motion of Commissioner Ross, which was seconded by Commissioner Baker and duly carried by unanimous vote, August 1, 2011 Suggested Agenda was amended to add item 18C – Schedule Public Hearing for Amendment to 2008 CDBG Scattered Sites Project.

On motion of Commissioner Ross which was seconded by Commissioner Jordan and duly carried by unanimous vote, August 1, 2011 Suggested Agenda was adopted as amended.

On motion of Commissioner Jordan which was seconded by Commissioner Ross and duly carried by unanimous vote, Consent Agenda Item 6A – Minutes of July 5, 2011 meetings were approved:

Public Hearing – Amendment to FY 2003 CDBG Ephraim Place
Housing Development Project
Regular Board Meeting

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

<p>COUNTY OF WARREN FINANCE OFFICE P. O. BOX 185 WARRENTON, NC 27589 Telephone: (252) 257-1778 Fax: (252) 257-6523</p>	<p>Barry J. Mayo Finance Officer</p>
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INTEREST INCOME REPORT
Month of June 2011

FUND	JUNE INCOME	FISCAL YEAR TO - DATE
General	327.65	14,529.78
Revaluation	5.94	196.28
E 911 Telephone System	5.97	450.64
Buck Spring Project	9.52	356.88
Ambulance Storage Facility	22.54	345.47
Library Building Project Fund	0.00	12.54
National Guard Armory	0.64	43.44
Simulcast System Upgrade	3.68	3.68
Regional Water Enterprise Fund	15.14	598.40
District 1 Enterprise Fund	23.15	852.32
Solid Waste	4.72	344.31
District II Enterprise Fund	23.25	855.18
District III Capital Project Fund	4.68	195.43
District III Phase II BANS	0.12	4.64
District III Enterprise Fund	11.30	612.75
Soul City Pump Station Improvements	0.61	5.50
	458.91	19,407.24

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

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

Current Year Collections

Tax Year	Charge	Collected in JUNE	Collected to Date	Balance Outstanding	Percentage Collected
JUNE 2011 FY11	\$15,347,376	\$136,224	\$14,573,750	\$773,626	94.96%
JUNE 2010 FY10	\$15,198,781	124,042	14,496,240	702,542	95.38%

Delinquent Collections

Year	Charge	Collected	Balance	Percentage
2009	\$683,800	\$212	\$426,404	257,396 62.36%
2008	240,930	4,653	65,443	175,487 27.16%
2007	188,069	2,026	31,601	156,468 16.80%
2006	160,093	1,671	23,323	136,771 14.57%
2005	129,037	893	15,680	113,356 12.15%
2004	110,886	1,077	10,069	100,817 9.08%
2003	93,290	1,517	7,837	85,453 8.40%
2002	114,867	1,043	6,694	108,173 5.83%
2001	167,987	1,170	6,705	161,282 3.99%
2000	93,551	3,961	4,336	89,216 4.63%
Total Delinquent Years	\$ 1,982,510	\$18,223	\$ 598,092	\$ 1,384,419

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

\$ 18,861	\$ 192,274
\$ 20,177	\$ 1,147,624
\$ 7,460	\$ 680,182
\$ 12,222	\$ 747,591
\$ 22,665	\$ 45,425

JUNE GRAND TOTAL

\$ 235,832	\$ 17,984,938
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R Ed mitch
R. Edwin Mitchum, Tax Collector 6/22/2011
Date

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

Over \$100	8/6/2011	Date:
ERROR CORRECTION RELEASES:		
ARRINGTON PLACE LTD PARTNER	2010 3380 300 E6B475	18585 \$ 1,488.58 VALUE WAS CHANGED PER PTC
BENDER JEFFREY & LISA	2010 6854 300 B8 9B	16530 \$ 407.16 BULK BARNS ALREADY ASSESSED
LYNCH CHARLES	2010 25908 311 D4 62	7719 \$ 2,011.76 PENALTY WAIVED PER BOER
MARBURY ROLAND & SHIRLEY	2009 26629 109 J12 20	56597 \$ 227.04 DW LISTED ALSO LISTED REAL
MARBURY ROLAND & SHIRLEY	2010 26629 110 J12 20	57809 \$ 241.76 DW LISTED ALSO LISTED REAL
WEST STERLING SR HEIRS	2010 43126 110 K10 31	59512 \$ 516.75 HSE TRANSFERRED TO WRONG LOT
SUB-TOTAL ERROR CORRECTIONS:		\$4,893.05
MOTOR VEHICLE RELEASES:		
HARRISON BRADLEY D	2010 20772 110 XTJ3599	57377 \$166.25 PAID IN GRANVILLE CO
SUB-TOTAL MOTOR VEHICLE RELEASES:		\$166.25
SUB-TOTAL CORRECTION RELEASES:		\$4,893.05
Total Releases		\$ 5,059.30

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

Under \$100	8/6/2011	Date:
ERROR CORRECTION RELEASES:		
NAME	Year ACCT# MAP #	RECORD # AMOUNT REASON
DUNCAN HAULING	2010 12315 200	29136 \$ 76.70 BPP OVER ASSESSED
SUB-TOTAL ERROR CORRECTIONS:		\$ 76.70
MOTOR VEHICLE RELEASES:		
ALSTON JAMETRICE C	2010 33466 110 ZPW4504	57438 \$64.03 TAGS NEVER BEEN RENEWED
ALSTON ROCKY C	2010 46307 1538 YST8992	78615 \$15.17 SOLD
BERNARD ROSEMARY A	2010 33883 2070 HD64781	68733 \$12.60 TRADED
CAPPS MALVIN D JR	2010 7341 110 2S8226	57048 \$24.16 SOLD
CAWTHORNE & THOMPSON LLC	2010 25037 110 B931L	60253 \$7.41 RELEASED TO VANCE CO
DANIELS DARRYL A	2010 18142 109 XRN6353	56285 \$13.92 SOLD
DANIELS DARRYL A	2010 18142 110 XRN6353	57515 \$34.10 SOLD
EVANS ORIS G	2010 13708 1217 XNB9058	74305 \$3.12 JUNKED
FLOYD SANDRA L	2010 5375 1194 XSB2954	78271 \$6.80 SOLD
HARRISON BRADLEY D	2010 20772 110 PTS3123	57133 \$12.05 PAID IN GRANVILLE CO
KILIAN GWEN ETTA	2010 24112 1605 SRR4801	77283 \$24.01 SOLD
RICHARDSON JENNIFER M	2010 29437 2010 XTN2170	79087 \$18.04 SOLD
TALLEY PATRICIA ANN	2010 5662 2459 TXK6216	72458 \$1.92 SURRENDERED
WIGGINS RUSSELL R	2010 23363 110 MXV4690	56979 \$53.32 TAGS TURNED IN
WRIGHT SHERMAN G JR	2010 4994 2595 ZSW7826	69258 \$1.86 GAVE AWAY
SUB-TOTAL MOTOR VEHICLE RELEASES:		\$292.51
SUB-TOTAL CORRECTION RELEASES:		\$ 76.70
Total Releases		\$369.21

On motion of Commissioner Jordan which was seconded by Commissioner Baker and duly carried by unanimous vote, Amendment # 1 to the FY 2012 Warren County Budget Ordinance was adopted:

AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE

2011/2012

Amendment No. 1

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

Increase/(Decrease) Appropriations:

Health Department	55,715
Board of Elections	10,197
Senior Center	2,454
Recreation	650
Youth Services Bureau	1,500
Building, Grounds, Maintenance - Contingency	(10,197)
Building, Grounds, Maintenance - New Co. Mgr's Office	45,450
Total	\$ 105,769

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	55,715
Restricted Intergovernmental - Other	3,954
Miscellaneous Revenue	23,568
Fund Balance - Appropriated	22,532
Total	\$ 105,769

This amendment:

- appropriates funds to the Health Department to agree with state allocations.
Funding Source: NC Department of Public Health
- appropriates funds to the Board of Elections for HVAC replacement.
Funding Source: Building, Grounds and Maint - Contingency
- appropriates funds to the Recreation Department.
Funding Source: Private Contributions
- appropriates funds to the Youth Services Bureau.
Funding Source: United Way of Vance County
- appropriates funds to the Senior Center.
Funding Source: United Way Grant \$1,000
Walmart Grant \$500
SHIP Grant \$954
- appropriates funds to Building, Ground and Maintenance for the renovation of the Doctor's Office for the new County Manager's Office.
Funding Source: Fund Balance - Appropriated
Proceeds Installment Purchase

Respectfully Submitted 08/01/2010

Barry J. Mayo

Barry J. Mayo, Finance Director

On motion of Commissioner Ross, which was seconded by Commissioner Downey and duly carried by unanimous vote, a public hearing was scheduled for Tuesday, September 6, 2011 at 5:00 pm to hear citizen comments regarding FY 2012 Rural Operating Assistance Program (ROAP).

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, pursuant to NCGS 105-321, 105-375 and 105-367, Settlement of 2010 Tax Levy was accepted and Tax Collector was Ordered to Collect the taxes set forth in the tax records.

Having held a required public hearing on Monday, August 1, 2011 at 5:45 pm to hear citizen comments regarding an NC Department of Transportation (DOT) Petition Request to rename Leroy Cheek Road (SR 1611), the following action was taken.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, NC Department of Transportation (DOT) Petition Request to rename Leroy Cheek Road (SR 1611) was denied.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, John F. Boyle was appointed to a second term on the Library Board of Trustees. Term expires June 2014.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, Louise Bynum Mitchum was appointed to a first term on the Library Board of Trustees. Term expires June 2014.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, Constance H. Davis was appointed to the Department of Social Services Board of Directors for a three year term. Term expires June 2014.

Dr. Ray V. Spain, Superintendent of Warren County Public Schools made the following requests to:

- waive and refund \$1,792.80 permit fees for the installation of a modular unit at the Warren Early College High School on the Warren County Vance Granville Community College (VGCC) Campus, and
- grant permission for an easement to Progress Energy for installation of a transformer and wiring on the John Graham property.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, request to waive and refund \$1,792.80 permit fees for the installation of a modular unit at the Warren Early College High School on the Warren County VGCC Campus was approved.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, request for easement to Progress Energy for installation of a transformer and wiring on the John Graham property was approved. Chairman Richardson was authorized to sign related documentation after County Attorney Turrentine's approval.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, 2003 CDBG Ephraim Place Housing Project (03-C-1187) Equal Employment & Procurement Plan was adopted.

Warren County
CDBG: 03-C-1187

Equal Employment and Procurement Plan

The County of Warren maintains the policy of providing equal employment opportunities for all persons regardless of race, color, religion, sex, national origin, handicap, age, political affiliation, or any other non-merit factor, except where religion, sex, national origin, or age are bona fide occupation qualifications for employment.

In furtherance of this policy, Warren County prohibits any retaliatory action of any kind taken by any employee of the locality against any other employee or applicant for employment because that person made a charge, testified, assisted or participated in any manner in a hearing, proceeding or investigation of employment discrimination.

The County shall strive for greater utilization of all persons by identifying previously underutilized groups in the workforce, such as minorities, women, and the handicapped, and making special efforts toward their recruitment, selection, development and upward mobility and any other term, condition, or privilege of employment.

Responsibility for implementing equal opportunities and affirmative action measures is hereby assigned to the County Manager to assist in the implementation of this policy statement.

The County shall develop a self-evaluation mechanism to provide for periodic examination and evaluation. Periodic reports as requested on the progress of Equal Employment Opportunity and Affirmative Action will be presented to the Board of Commissioners.

The County is committed to this policy and is aware that with its implementation, the County will receive positive benefits through the greater utilization and development of all its human resources.

Adopted this 1st day of August, 2011.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, 2003 CDBG Ephraim Place Housing Project (03-C-1187) Section 3 Plan was adopted.

WARREN COUNTY

CDBG: 03-C-1187

SECTION 3 PLAN

Section 3 is a provision of the Housing and Urban Development (HUD) Act of 1968 (24 CFR Part 135) that helps foster local economic development, neighborhood economic improvements, and individual self-sufficiency. The Section 3 program requires that recipients of certain HUD financial assistance, to the greatest extent feasible, provide job training, employment, and contracting opportunities for low- or very-low income residents in connection with projects and activities in their neighborhoods.

In order to support the goals of HUD to foster local economic development, neighborhood development and individual self-sufficiency, the County will carry out the following four activities.

- A. An approved contractor list for housing rehab and/or public facilities project will be used to invite contractors to submit a bid or proposal for a rehab or public facilities project. The HUD Section 3 Clause and goals will be explained to the contractors at bid openings and pre-construction conferences.
- B. At the preconstruction conference contractors will complete a brief survey to determine if they are Section 3. Contractors with contracts less than \$100,000 will be encouraged to hire locally (from the target area) if possible should the need arise to hire a new employee(s). The contractor will also be encouraged to buy building materials local subcontractors to the extent possible. . Documentation of Section 3 efforts will be recorded in the preconstruction conference minutes.
- C. Contractors with contracts in excess of \$100,000 including public facilities contractors will be required to submit a Section 3 Plan which outlines their work needs in connection with the project. Should a need exist to hire additional personnel; the contractor agrees to contact the local Employment Security Commission. The contractor also agrees to employ local subcontractors for the project to the extent possible. All Section 3 documents to be signed by the contractor will be explained and signed at the pre-construction conference. The minutes of the pre-construction conference will reflect the Section 3 activities
- D. The HUD approved Section 3 Clause will be included in all contracts. The Section 3 covered project area for the purposes of this grant shall include the County of Warren.

Adopted this 1st day of August, 2011.

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Deborah Formyduval, Director – Board of Elections appeared before the Board of Commissioners with a request for an additional \$10,000 appropriation to Election’s Budget, based on anticipated litigation cost for agency during the 2011-2012 budget year.

Commissioner Ross made a motion to table the request from Board of Elections for a \$10,000 appropriation to the September 6, 2011 Board meeting. Commissioner Ross withdrew his motion.

On motion of Commissioner Ross, which was seconded by Commissioner Downey and duly carried by unanimous vote, Board of Election’s request for an additional \$10,000 appropriation based on anticipated litigation cost for agency during the 2011-2012 budget year was tabled.

Benny Finch, Interim Economic Development Director came before the Board to present EDC Board’s request for approval of letter supporting application for Warren County to be included in the Federal Foreign Trade Zone Alternating Site Framework (ASF) Program through Triangle J COG. A \$1,000 allocation was also requested with authorization for Chairman Richardson to sign the letter. Mr. Finch informed the Board that, trade zones allow items to come in duty free, authorized through new legislation. Wake and Durham counties have approved participation in the ASF Program. Several other RTP counties have indicated they want to be in the trade zone. This action is recommended by EDC, COG and RTP with the \$1,000 payable to the Triangle J COG.

County Manager Worth recommended approval of the request, with the \$1,000 fee to be paid from the Economic Development departmental budget.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, EDC Board’s request for approval of letter supporting application for Warren County to be included in the Federal Foreign Trade Zone Alternating Site Framework (ASF) Program through Triangle J COG was approved. Also authorized was \$1,000 allocation from the EDC FY 2011-12 Budget and Chairman Richardson’s signature on the letter.

Human Resources Manager-Elgin Lane appeared before the Board with information regarding:

FY 2011-12 Local Salary Plan Reporting Form; Salary Plan and Job Classification Schedule

The Board took the following actions regarding the above referenced:

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, FY 2011-12 Local Salary Plan Reporting Form was adopted. Authorization was granted to Chairman Richardson for signature.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, FY 2011-12 Warren County Salary Plan was adopted.

On motion of Commissioner Ross, which was seconded by Commissioner Baker and duly carried by unanimous vote, FY 2011-12 Job Classification Schedule was adopted.

On behalf of the Personnel Committee and the Library Board of Trustees, Human Resources Manager-Elgin Lane requested authorization to offer position of Library Director to Ms. Cheryl Reddish at an annual salary of \$60,000. Date of commencement – August 16, 2011.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, Human Resources Manager-Elgin Lane was authorized to offer position of Library Director to Ms. Cheryl Reddish at an annual salary of \$60,000. Date of commencement – August 16, 2011.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Commissioner Bertadean Baker was designated Voting Delegate to the 2011 NC Association of County Commissioners' Annual Conference in Cabarrus County, August 18-21, 2011.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Resolution Conveying Personal Property by Private Sale; three (3) surplus desks at \$1.00, previously used by the Health Department was adopted. NOTE: These desks were approved for auction, but did not sell.



WARREN COUNTY BOARD OF COMMISSIONERS

105 SOUTH FRONT STREET
POST OFFICE BOX 619
WARRENTON, NORTH CAROLINA 27589

**Resolution Conveying Personal Property
By
Private Sale**

Barry Richardson, Chairman
Ulysses S. Ross, Vice Chairman
Ruby Downey
Bertadean Baker
Jennifer Jordan

Linda T. Worth
County Manager

Angelena Kearney-Dunlap
Clerk to the Board

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 to Lakeland Cultural Arts Center three (3) desks withdrawn from use by the Warren County Health Department at a negotiated price of \$1.00.

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 1st day of August 2011.

County Manager Worth, having been granted authority to approve contracts up to but not to exceed \$50,000, made the following report on Contracts Approved during July 2011:

County Manager, Human Resources,
County Commissioners Departments

Time Warner Cable

Agreement for installation of high speed internet services in the renovated Administration Building on Ridgeway Street and right of entry agreement authorizing Time Warner to enter upon the property to install the necessary equipment. Funds are budgeted in the building renovation budget and the departmental budgets to accommodate these expenses.

2008 CDBG Scattered Site Housing Program

Mustian Electric & Plumbing
1561 US Hwy. 401-S
Warrenton, NC 27589

Urgent Repair Contract in the amount of \$2,650 for property at 112 Jessie Pridgen Rd., Norlina, NC. Bids were opened on 7/7/11 for this repair contract and awarded to the low bidder, Mustian Electric & Plumbing. Funds are budgeted in the 2008 CDBG Scattered Site Project to pay this contract amount.

Memorial Library

McNaughton
50 Arch St.
Williamsport, PA 17701-7809

This is the renewal of the annual contract for Warren County Memorial Library Adult Book Lease. The annual contract cost of \$3,864 is budgeted in the Library's budget.

Memorial Library

Evolution Design Concepts
134 Lynch Rd.
Macon, NC 27551

This is the Memorial Library Website Maintenance and Hosting Contract Agreement for FY 12. The annual cost of \$1,491.60 is budgeted in the Library's budget.

Telecommunications (E-911) Department

CenturyLink
665 Lexington Avenue
Mansfield, OH 44907

This is the annual renewal of the products and services agreement for the E-911 Center equipment. The annual charge of \$9,277.56 is budgeted in the Telecommunications budget.

Please advise if there are any questions or concerns regarding these contracts and agreements.

Attachments

On motion of Commissioner Ross, which was seconded by Commissioner Downey and duly carried by unanimous vote, report on July 2011 County Manager executed contracts was accepted.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, County Manager's Status Report for July 2011 was accepted:

Following is a recap of my work activities for the month of July 2011:

Administration

- Annual Leave (7/1/11)
- Holiday (7/4/11)
- Prepared for and attended Board of Commissioners public hearing and regular meeting (7/5/11)
- Met with Emergency Services Director to conduct six month performance evaluation (7/7/11)
- Met with Fleet Manager to discuss fleet issues (7/7/11)
- Met with Interim EDC Director to discuss economic development matters (7/7/11)
- Attended Seven Habits of Highly Effective People Training (7/8/11)
- Met with Representative of Sturgis Web Services and staff members to discuss County Web Site (7/13/11)
- Attended Seven Habits of Highly Effective People Training (7/15/11)
- Participated in a Technical Assistance Visit for Ephraim Place CDBG project with State Rep and Program Administrator (7/18/11)
- Met with Buildings & Grounds Manager and Contractor re: contracting issue (7/18/11)
- Met with Public Utilities staff to get an update on system repairs (7/19/11)
- Met with Warrenton Town Manager to discuss WWTP issues (7/19/11)
- Met with Finance Director and staff to discuss Energy Grant Project and former Drs. Office Building Renovation Project (7/20/11)
- Met with BB&T insurance reps to discuss property values (7/20/11)
- Participated in interviews for Library Director (7/20/11)
- Birthday Off (7/21/11)
- Annual Leave (7/22/11)
- JCPC Nominating/Membership Committee Meeting (7/26/11)
- Senior Center Advisory Board Meeting (7/26/11)

- Meeting with Public Utilities Director to discuss equipment/property values (7/26/11)
- Meeting with USDA and Ephraim Place Program Administrator to discuss housing financing programs (7/27/11)
- Conducted monthly Department Heads Meeting (7/28/11)
- Attend Seven Habits for Highly Effective People Training (7/29/11)

Other Activities

- Warren County Schools Meet and Greet with new teachers (7/29/11)
- Memorial Library Summer Reading Closing Program (7/29/11)

Project Updates

Construction/Renovation Projects

EMS Satellite Facility #2

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

In-House Repair & Renovation Projects

Work on the former Doctor's Office building that will house County Administration is approximately 35% complete at this time. A budget amendment to appropriate additional funds for the project will be presented to the Board of County Commissioners on 8/1/11.

The John Graham Gym and Cooperative Extension Service building renovation/repair projects were completed in June 2011.

CDBG Projects

2008 Scattered Site Housing CDBG Project

Contracts have been awarded to replace two homes approved in the project and an urgent repair contract has been awarded for an additional home.

Ephraim Place Subdivision CDBG Housing Project

The Board approved amendments to this CDBG Housing project at the 7/5/11 meeting that reduced the number of dwellings to be completed as part of the CDBG portion of the project from 19 to 4. This information will be forwarded on to the Division of Community Investment and Assistance.

Energy Efficiency Community Block Grant Program

All work has been completed for energy efficiency and weatherization improvements. We are reconciling the project budget in preparation of closing out this ARRA funded grant project.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, it was ordered to schedule a public hearing for August 17, 2011 at 5:45 pm to hear citizen comments regarding Amendments to the Community Development Block Grant (CDBG) Project 08-C-1840 relating to Technical Bulletin 10-2.

With no further business to discuss and on motion of Commissioner Ross which was seconded by Commissioner Jordan, the August 1, 2011 Board of Commissioners meeting was adjourned.

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