

MINUTES FROM A PUBLIC HEARING REGARDING CLOSE-OUT OF 08-C-1840 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) SCATTERED SITES HOUSING PROJECT HELD BY THE BOARD OF COUNTY COMMISSIONERS FOR THE COUNTY OF WARREN IN THE WARREN COUNTY ARMORY CIVIC CENTER, MEETING ROOM ON OCTOBER 3, 2011 AT 5:45 PM.

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

Notice of Public Hearing was read by the Clerk to the Board.

Julie Reid, Region K Council of Governments Community Development Administrator gave a brief overview of the 08-C-1840 grant project as well as current projects the County is undertaking:

“A public hearing is required to hear any comment on the 2008 Scattered Site Program prior to its closeout. A grant of \$400,000 was received for the program. Funds were spent to: demolish three substandard houses; build three new homes; rehabilitate an additional house; and provide urgent repairs to 5 more housing units.

A 2011 Scattered Site Rehabilitation Program will be announced shortly and staff has been working to prepare public outreach events to inform the public of the programs available.

Recommended Action: I hereby recommend that the Chairman of the Board of Commissioners and the County Manager be authorized to sign all required closeout documents as presented.

There were no citizen comments.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, the Public Hearing was adjourned at 5:52 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 OCTOBER 3, 2011 AT 6:00 PM.

The Regular 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 Director 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 were as follows:

Dr. Merwin R. Dieckman, Member Board of Elections – requested the Board of Commissioners’ favorable consideration of his travel reimbursement request to Asheville for a two day Elections training in July 2011. He was opposed to the Manager and Board mandating what training is necessary. Because the State Elections budget has been reduced, there is now more responsibility placed on local Boards of Election (comments on file in Clerk’s office).

Alice Putnam – spoke in opposition to the proposed Public Records Policy. She canvassed surrounding counties to see if they had adopted a similar policy: Vance County – no policy; Granville County – no policy; Franklin Co – will check but they do not think the County has such a policy; Mecklenburg County - no open records policy; Wake County – no policy, they follow the law.

Ms. Putnam requested a record of requests to the county for the past 6 month period. There were 2 or 3 requests to County Manager and 8 public record requests were forwarded from Department Heads.

On motion of Commissioner Ross which was seconded by Commissioner Jordan and duly carried by unanimous vote, October 3, 2011 Suggested Agenda was adopted.

On motion of Commissioner Ross which was seconded by Commissioner Downey and duly carried by unanimous vote, Consent Agenda Item 6A – September 6, 2011 Minutes were approved as follows:

- Public Hearing – 2012 ROAP Funding Application***
- Public Hearing – Text Amendments to County Subdivision Ordinance***
- Public Hearing – Amendments to Official Zoning Map***
- Public Hearing – Revisions and Updates to County Zoning Ordinance***
- Regular Meeting***

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

**INTEREST INCOME REPORT
Month of August 2011**

FUND	AUGUST INCOME	FISCAL YEAR TO - DATE
General	301.22	519.82
Revaluation	4.15	7.81
E 911 Telephone System	3.86	7.26
Buck Spring Project	6.65	12.51
Ambulance Storage Facility	20.50	40.96
National Guard Armory	0.45	0.85
Simulcast System Upgrade	2.80	5.27
Regional Water Enterprise Fund	10.58	19.83
District I Enterprise Fund	15.43	29.04
Solid Waste	1.01	2.92
District II Enterprise Fund	14.63	27.53
District III Capital Project Fund	3.27	6.15
District III Phase II BANS	0.09	0.17
District III Enterprise Fund	2.89	5.44
Soul City Pump Station Improvements	0.39	0.74
	387.92	686.30

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

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

Current Year Collections

Tax Year	Charge	Collected in August	Collected to Date	Balance Outstanding	Percentage Collected
AUGUST 2011 FY12	\$15,246,829	\$16,177	\$1,682,638	\$13,664,191	11.04
AUGUST 2010 FY11	\$14,359,628	16,252	1,701,012	12,668,616	11.85

Delinquent Collections

Year	Charge	Collected	Collected to Date	Balance Outstanding	Percentage Collected
2010	\$770,080	\$75,794	\$142,027	628,053	18.44
2009	257,291	15,646	24,451	232,841	9.50
2008	175,573	8,560	11,502	164,071	6.55
2007	156,355	2,395	4,154	152,200	2.66
2006	136,764	813	1,104	135,659	0.81
2005	113,356	1,143	1,486	111,870	1.31
2004	100,817	384	522	100,295	0.52
2003	85,453	561	778	84,675	0.91
2002	108,173	334	458	107,716	0.42
2001	161,282	362	543	160,739	0.34
Total Delinquent Years	\$ 2,065,144	\$105,992	\$ 187,025	\$ 1,878,119	

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

\$ 13,002	\$ 22,566
\$ 130,008	\$ 146,106
\$ 54,779	\$ 58,594
\$ 87,701	\$ 95,776
0.00	0.00

AUGUST GRAND TOTAL

\$ 407,659	\$ 2,192,696
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R Edwin Mitchum

R. Edwin Mitchum, Tax Collector

9/20/2011

Date

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

Over \$100	10/6/2011	Date: _____
<u>ERROR CORRECTION RELEASES:</u>		
ABBOTT EDITH	2011 111 300 B9 39	10 \$ 170.00 DIDN'T REC AGEX/DOES QUALIFY
ALBIS CARL JR & OTHERS	2011 28063 300 K2A 71	15190 \$ 270.82 DW CHARGED TWICE/JET SKI SOLD 2009
CORONA CARLOS S/MARIA S	2011 24402 301 D9 26D	24314 \$ 127.32 REMOVE LFUF/ADJUST MH VALUE
CORONA CARLOS S/MARIA S	2011 24402 302 D9 26E	24315 \$ 657.38 REMOVE LFUF/ADJUST DW VALUE
CORONA CARLOS S/MARIA S	2011 24402 303 D9 26F	24316 \$ 140.21 REMOVE LFUF/REMOVE HOMESITE VALUE
ERICKSON MARY ANN & ARTHUR	2011 19700 200	29444 \$ 164.57 MH IS LISTED ON ACC# 30187 300
GRAND VENETTA J HEIRS	2011 16116 300 J3 44 1X	5363 \$ 301.20 DWELLING ALSO LISTED ON 43728 328
HENDERSON EMMA	2011 19535 200	31420 \$ 135.80 MH TORN DOWN 5/2010
USOC OF GREATER NC LLC	2011 2422 204	31531 \$ 2,458.98 BUSINESS WAS OVERASSESSED
SUB-TOTAL ERROR CORRECTIONS:		\$4,426.28
<u>MOTOR VEHICLE RELEASES:</u>		
BYNUM MOORE H	2011 2505 2785 XWH1119	62136 \$213.60 DMV ERROR
BYNUM MOORE H	2011 2505 110 XWH1119	52446 \$129.43 TURNED BACK IN TO DEALER
ENTERPRISE FM TRUST	2011 33610 2860 YPZ4300	62211 \$158.62 SOLD
ENTERPRISE FM TRUST	2011 33610 2813 ZNR9114	62164 \$158.62 SOLD
HONDA LEASE TRUST	2011 2000 110 XVN5985	57319 \$142.62 DMV ERROR
JONES MICHAEL A	2011 3498 2606 ACC3236	67077 \$169.62 SOLD
PETTWAY NATHAN DANIEL	2011 22996 2871 VSL4434	62222 \$128.83 DMV ERROR
SUB-TOTAL MOTOR VEHICLE RELEASES:		\$1,101.34
SUB-TOTAL CORRECTION RELEASES:		\$4,426.28
Total Releases		\$ 5,527.62

LANDFILL USER FEE RELEASES:

ANKUM LLC	2011 31481 301	E6B 22	3927	\$115.00	LIVES IN TOWN/NO LFUF
ANKUM LLC	2010 31481 110	E6B 22	3927	\$115.00	LIVES IN TOWN/NO LFUF
ANKUM LLC	2009 31481 109	E6B 22	3927	\$105.00	LIVES IN TOWN/NO LFUF
BROWNE RICHARD E	2011 29362 300	J2A 145	16062	\$115.00	HAS PRIVATE HAULER
BURNETTE HERMAN W & GENERAL	2011 8739 300	J2A 4	1976	\$115.00	NO ELECTRICITY
BURNETTE HERMAN WILLIE JR	2011 8771 302	J2C 82	8973	\$115.00	NO ELECTRICITY
CAMPBELL ALLEN E JR	2011 6533 333	C4 4	2184	\$115.00	HAS PRIVATE HAULER
CONNER PATRICIA B	2011 4599 300	J2A 91	696	\$115.00	NO ELECTRICITY
DAVIS MICHAEL W & SARAH ANN	2011 31628 300	C6 56 A1	23922	\$115.00	NO ELECTRICITY
ELKIN LANE W & BARRY W ELKIN	2011 9320 301	L3C 2	15583	\$115.00	NO ELECTRICITY
HARRIS W DENNIE & LOREE	2011 18325 300	E8 8A	6137	\$230.00	HAS PRIVATE HAULER
JOHNSON MARIE C HEIRS	2011 22203 300	C10 42	6128	\$115.00	NO ELECTRICITY
KING WILSON & CHARLES	2011 24812 302	J3 45	7706	\$115.00	NO ELECTRICITY
MOSLEY KENNETH	2011 14638 311	C11 40	3897	\$115.00	NO DWELLING ON PROP/NO LFUF
RUSSELL EVELYN H	2011 20668 300	C2 38B	22465	\$115.00	NO ELECTRICITY
SEWARD INDIANA K HEIRS	2011 36529 300	A1D 7	10911	\$115.00	NO ELECTRICITY
SPRUILL W E & BB&T	2011 6306 306	G7 1	2018	\$115.00	NO DWELLING ON PROP/NO LFUF
SRS OF HENDERSON LLC	2011 31864 300	E4 43 A2	16959	\$115.00	HAS PRIVATE HAULER
ST SING ROBERT W	2011 4668 301	G5D 5	12563	\$70.00	NO ELECTRICITY
WILLIAMS DAVID	2011 43923 324	K10 34	13627	\$115.00	NO ELECTRICITY

TOTAL LFUF RELEASES: **\$2,360.00**

Total Releases **\$ 7,887.62**

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

LJW
Date: 9/26/11

Under \$100		10/6/2011		Date: <u>9/26/11</u>		
ERROR CORRECTION RELEASES:						
NAME	Year	ACCT#	MAP #	RECORD #	AMOUNT	REASON
BARNES CLARA C	2011	1782 300	I2C 86	9413	\$ 9.83	BOAT OVERASSESSED
CARTER JULIAN A	2011	22404 300	J1 11	2297	\$ 43.09	DIDN'T REC DEED FOR 2011/ADJUST MADE
CAWTHORNE & THOMPSON	2009	25037 109	B9 31L	58919	\$ 53.25	LOT ASSESSED IN VANCE CO
CAWTHORNE & THOMPSON	2010	25037 110	B9 31L	60253	\$ 42.46	LAND IN VANCE CO
MCGEE NEIL & PEGGY	2011	17062 300		15153	\$ 51.33	BOAT OVERASSESSED

SUB-TOTAL ERROR CORRECTIONS: **\$ 199.96**

MOTOR VEHICLE RELEASES:

AREYUANO HUMBERTO	2011 7354 110	AAH1422	56128	\$28.30	SOLD
BILLUPS JOSEPH	2011 22663 1881	WTX2173	67977	\$10.16	RELEASED TO VANCE CO
BILLUPS JOSEPH	2011 22663 1397	4P6716	67493	\$15.51	RELEASED TO VANCE CO
BRUSCA DONALD R	2011 24721 2638	BZ70116	68734	\$4.02	RELEASED TO HALIFAX CO
BRYANT LISA M	2011 1143 2349	ZSW4876	61700	\$58.17	DMV ERROR
BUCHANAN THOMAS L	2011 12188 1011	XRN9362	60362	\$7.20	SOLD
CABARELLO DEBBIE S	2011 6506 110	NUZ1167	56998	\$34.88	TRUCK SOLD IN 2010/DMV ERROR
CARVER LAWRENCE R	2011 17706 2327	ACV2585	68423	\$14.67	SOLD
CLAIBORNE HENRY L	2011 770 2605	AEH2417	70358	\$22.12	SOLD
COSOM MARY T	2011 33917 1537	ZTH4303	67633	\$8.71	SLAVAGEABLE TITLE
DUNSON TARA S	2011 29193 2330	WC1021	66801	\$96.23	RELEASED TO VANCE CO
GILBERT EDWARD A	2011 19796 2210	AEH1090	68306	\$7.49	SOLD
GREENE ALGIE S	2011 47202 2380	XWH1876	61731	\$6.82	JUNKED
HAWKINS CLEMON A	2011 18723 1198	VRJ5783	65669	\$6.66	SOLD
HAYWOOD GERRARD A	2011 29172 1198	TOFARGON	68951	\$2.70	SOLD
HENDERSON KERRY G SR	2011 17351 1660	XSB1316	59655	\$13.42	TOTALED
JONES JOAN VANESSA	2011 3498 2221	RVF1514	61572	\$46.42	SOLD
MALCOLM SHERYL A	2011 6953 1701	E911DV	66172	\$27.20	GAVE TO SON
MCAUSLAN JAMES L	2011 28204 1796	YRP1690	78873	\$4.10	SOLD
NEWMAN CLAUDE JR	2011 11190 2064	ACV5470	68160	\$22.25	CAR KEPT IN WISE NOT TOWN OF NORLINA
RICHARDSON JENNIFER M	2011 29437 110	YTX4597	57061	\$4.80	SOLD
RICHARDSON LARRY W	2011 33819 2510	4P6760	68606	\$33.80	SOLD
RICHARDSON RUBY R	2011 33713 1083	TZN1111	74171	\$1.24	SOLD
RICHARDSON TANAKA D	2011 28785 2450	YVS9291	61801	\$19.88	DMV ERROR
ROSE CONNIE H	2011 13588 1845	SRK5562	61196	\$26.46	DMV ERROR
ROSE JAMIE LYNN	2011 19142 2088	STZ6477	61419	\$38.09	DMV ERROR
RUSSELL ERNESTINE R	2011 25374 1452	LYJ2829	75872	\$4.65	GAVE AWAY
SILVER BETTY S	2011 39440 1443	RWW6541	67539	\$11.73	SOLD
STEGALL HOWARD F	2011 38912 1984	BZ94198	68080	\$95.60	DMV ERROR
THOMAS BRYANT A	2011 31890 2604	ZRA9217	61955	\$8.88	TOTALED
THORPE COOPER OLA M	2011 33482 2657	MRSLOOP	62008	\$25.02	SOLD
VAUGHAN JENNIFER RENEE	2011 5277 1665	ZSW7065	69418	\$20.60	JUNKED
WEBER JANE L	2011 23952 1880	WST1425	61231	\$17.57	SOLD
YOUNG ROBERT L	2011 36026 1604	DJ1629	67700	\$41.37	RELEASED TO HALIFAX CO

SUB-TOTAL MOTOR VEHICLE RELEASES: **\$781.72**

SUB-TOTAL CORRECTION RELEASES: **\$ 199.96**

Total Releases **\$981.68**

On motion of Commissioner Ross which was seconded by Commissioner Downey and duly carried by unanimous vote, Resolution – National Breast Cancer Awareness Month and Pink Ribbon Week 2011 was adopted:



WARREN COUNTY BOARD OF COMMISSIONERS

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

**Proclamation
 National Breast Cancer Awareness Month
 and Pink Ribbon Week 2011**

**by
 Warren County Board of Commissioners**

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, breast cancer is the most commonly diagnosed cancer and the second leading cause of cancer deaths amongst women in North Carolina and the United States;

WHEREAS, approximately, 6,330 North Carolina women will be diagnosed with breast cancer and approximately 1,210 North Carolina women will die from the disease in 2011;

WHEREAS, every woman is at risk for breast cancer even if she has no family history of the disease, but women over the age of 50 are at the greatest risk for being diagnosed with breast cancer;

WHEREAS, a mammogram is the single most effective method of detecting breast changes, long before physical symptoms that may be cancer can be seen or felt;

WHEREAS, October is designated as National Breast Cancer Awareness Month;

WHEREAS, the pink ribbon is the internationally recognized symbol of breast cancer awareness symbolizing "hope for a cure;"

WHEREAS, county government agencies, community organizations, churches, synagogues and other places of worship, and work sites can play a special role in educating their members or employees about breast cancer;

NOW THEREFORE we, the Warren County Board of Commissioners, do hereby recognize October 2011 as National Breast Cancer Awareness Month and proclaim October 16 through 22, 2011, as Pink Ribbon Week in Warren County by wearing and or/displaying pink ribbons in recognition of breast cancer and in honor of women who are now courageously fighting the battle with breast cancer. We further encourage women to consult with their health care providers concerning regular screening and to promote early detection of breast cancer by having regular clinical breast examinations, getting regular mammograms, and practicing monthly breast self-examination.

Signed, this 3rd day of October, 2011

On motion of Commissioner Ross which was seconded by Commissioner Baker and duly carried by unanimous vote, Amendment # 3 to the FY 2012 Warren County Budget Ordinance was adopted:

AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE

2011/2012

Amendment No. 3

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

Increase/(Decrease) Appropriations:

County Commissioners	12,000
Health Department	143,447
Recreation Program	900
DSS Administration	71,775
Total	\$ 228,122

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	143,447
Restricted Intergovernmental - DSS 1571	71,775
Miscellaneous Revenue	900
Fund Balance Appropriated	12,000
Total	\$ 228,122

This amendment:

- appropriates funds to the County Commissioner budget for Contracted Services.
 Funding Source: Fund Balance Appropriated
- appropriates fund to the Health Department in accordance with State allocations.
 Funding Source: NC DHHS - Division of Public Health
- appropriates fund to the Recreation Department for soccer shirts.
 Funding Source: Private Contributions
- appropriates fund to DSS Administration in accordance with State allocation.
 Funding Source: NC DHHS - Division of Social Services

Respectfully Submitted 10-03-2011

On motion of Commissioner Jordan which was seconded by Commissioner Ross and duly carried by unanimous vote, Grant Project Ordinance – Contingency Infrastructure Hook-Up (IFHU) Grant Agreement was adopted:

**GRANT PROJECT ORDINANCE
CONTINGENCY INFRASTRUCTURE HOOK-UP (IFHU) GRANT AGREEMENT**

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 Grant Project Ordinance is hereby adopted:

Section 1. The project authorized is the Contingency Infrastructure Hook-Up (IFHU) Grant. Said project shall be in accordance with the County's Community Development Block Grant Application as approved by the North Carolina Department of Commerce.

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant documents executed with the North Carolina Department of Commerce and the funds appropriated herein.

Section 3. The following revenues are anticipated to be available to the County of Warren to complete the project: State of North Carolina, Department of Commerce, CDBG Grant \$250,000

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

Administration	\$ 25,000
Water Improvements	<u>\$225,000</u>
Total	\$250,000

Section 5. The Finance Officer is hereby directed to maintain within the Grant Project Funds sufficient detailing of accounting records to provide the accounting to the grantor agency required by the grant agreement and federal and state regulations.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

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 and on the total grant revenues received or claimed.

Section 8. Copies of this grant ordinance shall be entered into the minutes of the Governing Board, made available to the Finance Officer, and the Clerk to the Board for direction in carrying out the project.

Adopted this 3rd day of October 2011

Warren County Board of Commissioners
Barry Richardson, Chairman

Having held a required public hearing on October 3, 2011 at 5:45 pm in the Warren County Armory Civic Center Meeting Room, to hear citizen comments regarding Close-Out of Community Development Block Grant (CDBG) 08-C-1840 Scattered Sites Housing Project, the following Board action was taken.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, it was approved to Close-Out Community Development Block Grant (CDBG) Project 08-C-1840. Chairman Richardson and County Manager Worth were authorized to sign related documentation.

Request for travel reimbursement to Elections Board member Dr. Merwin Dieckman which was tabled from September 6, 2011 Board meeting, was presented for Board's reconsideration.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by a majority vote, it was authorized to reimburse Dr. Merwin Dieckman (Elections Board Member) for registration \$185, meals \$41 and hotel \$283.20, expense related to July 28-29, 2011 Elections Conference in Asheville, NC. Mileage was not authorized for reimbursement.

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

Motion carried.

Elgin Lane, Human Resources Manager in response to Office of State Personnel abolishing Rehabilitation Therapist class title, recommended to delete said position from the Warren County Health Department job title listing and amend the County's job classification schedule to add a new class of Program Assistant IV at Salary Grade 13.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Class Title - Rehabilitation Therapist (Grade 14) was deleted from the Warren County Job Classification Schedule and Class Title - Program Assistant IV (Grade 13) was created.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Health Department employee Karen Prince was reclassified from Rehabilitation Therapist (grade 14) to Program Assistant IV (grade 13), with no change in salary.

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 Warren County Solid Waste Management Plan/Three Year Update was scheduled for Monday, November 7, 2011 at 5:45 pm.

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 Department of Transportation Secondary Roads Improvement Program was scheduled for November 7, 2011 at 5:30 pm.

On motion of Commissioner Ross, which was seconded by Commissioner Baker and duly carried by unanimous vote, a public hearing to hear citizen comments regarding Petition Request to Abandon a Portion of State Road # 1203 (Spain Rd) was scheduled for November 7, 2011 at 5:15 pm.

Bids were received as follows for Warren County Water & Sewer District III, Phase III construction contract:

Herring & Rivenbark, Inc.	\$1,344,205.05
T.A. Loving Company	\$1,645,152.50
H.G. Reynolds Co., Inc.	\$1,664,698.00
Triangle Grading & Paving, Inc.	\$1,860,997.00
Key Constructors, Inc.	\$1,948,266.10
Haymes Brothers, Inc.	\$2,366,106.70

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, it was ordered to award bid for Water & Sewer District III, Phase III construction contract to Herring & Rivenbark in the sum of \$1,344,205.05 on recommendation from Project Engineer, Fred Stowe of Rivers and Associates Engineering.

Dr. Ray V. Spain, Superintendent of Warren County Public Schools made the following requests for Board of Commissioner's consideration:

1. Enter into revised Lease Agreement for current Senior Center Building and former New Tech High School Cafeteria Building. Lease term: September 20, 2011 to September 20, 2021, with no rental fee.
2. Revise County allocation of FY 12 budget appropriation. Revised plan includes using State Lottery funds in the amount of \$577,000 in lieu of County general funds to replace the high school roof. The \$577,000 allocated in the schools budget would be used to purchase two modular units in lieu of leasing them, an activity bus, replacement furniture and renovation of the WCMS media center. After those expenditures are made, there would be approximately \$105,209 remaining in the Schools budget (allocation for modular unit lease) that could be placed in a County CIP account for the school system's future capital needs.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, it was ordered to enter into revised Lease Agreement with Warren County Board of Education for current Senior Center Building and former New Tech High School Cafeteria Building. Lease term: September 20, 2011 to September 20, 2021, with no rental fee.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried, it was ordered to revise Warren County's allocation of FY 12 budget appropriation, to include using State Lottery funds in the amount of \$577,000 in lieu of County general funds to replace the high school roof and authorize Warren County Board of Education to use \$577,000 allocated in the schools budget to purchase modular units, an activity bus, replacement furniture

and renovate the WCMS media center, with remaining funds of approximately \$105,209 placed in a County CIP account for the school system's future capital needs.

Commissioner Jordan rescinded her motion and Commissioner Ross rescinded his second to the motion.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Warren County Board of Education was authorized to make application for state lottery funds in the amount of \$577,000 to repair/replace Warren County High School's roof.

On motion of Commissioner Ross, which was seconded by Commissioner Downey and duly carried by a majority vote, request was denied from Warren County Board of Education to use \$577,000 allocated in the schools budget to purchase modular units, an activity bus, replacement furniture and renovate the WCMS media center, with remaining funds of approximately \$105,209 placed in a County CIP account for the school system's future capital needs.

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

Motion carried.

County Manager Linda T. Worth reported on Atlantic Energy Concepts Contract Change Orders #1 and #2 for the Energy Efficient Lighting Project: the net effect of both change orders was to increase the original contract price of \$129,273.41 to \$134,259.24. All contract work has been completed and project is being close-out. FUNDING SOURCE: ARRA grant funds and Progress Energy Incentive Funds

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, County Manager Linda T. Worth's report on Atlantic Energy Concepts Contract Change Orders #1 and #2 for the Energy Efficient Lighting Project was accepted as information:

1. Change Order #1

Due to additional funds remaining in the energy efficiency lighting project grant, Change Order #1 was implemented to add lighting upgrades for the Detention Center Building to Atlantic Energy Concepts' contract. The effect of this change order was an increase in the contract amount from \$129,273.41 to \$147,113.41.

2. Change Order #2

Revisions to the scope of work outlined in the Atlantic Energy Concepts' contract to remove the Free Clinic Finance Building, and Former Doctor's Office Building necessitated Change Order #2. The effect of this change Order was a reduction in the revised contract amount of \$147,113.41 to a final contract price of \$134,259.24.

Having been granted authority to approve contracts up to but not to exceed \$50,000, County Manager's Report of contracts approved was presented for the Board's information.

RE: Notice of Contracts Approved by the County Manager

Pursuant to the contracting authority granted to me by the Board of County Commissioners, please be advised that the following contracts/agreements have been executed:

2010 CDBG Contingency Grant Project

Kerr-Tar Regional Council of Governments
 P.O. Box 709
 Henderson, NC 27536

Proposal and contract with the Kerr-Tar Council of Governments to provide program administrative services for the County's 2010 \$250,000 CDBG contingency grant funded water hook-up project. Funds are appropriated in the grant to pay for administrative services and service delivery.

Economic Development Commission

M. Benjamin Finch
150 Crestwood
Henderson, NC 27536

This is the final one-month extension to the EDC Contractor Service Agreement for the provision of economic development consulting services through September 30, 2011. Lapsed salaries and fringes in the EDC departmental budget are being used to pay for this consulting contract.

Warren County EMS

Biomedical Alternatives
2174 Clover Hill Rd.
Dayton, VA 22821

Annual renewal maintenance agreement to cover the cardiac care equipment at Warren County EMS. The contract cost of \$960 is budgeted in the EMS departmental budget.

2008 CDBG Scattered Site Housing Program

A.R.E. Mechanical
P.O. Box 988
Henderson, NC 27536

Urgent repair contract bid on 8/15/11 for property located at 1007 No Bottom Rd., Warrenton was awarded to low bidder, A.R.E. Mechanical, at a contract price of \$4,568. Funds will come from the 2008 Scattered Site CDBG grant to pay for this contract work.

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

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

Administration

- Furlough Day (9/2/11)
- Labor Day Holiday (9/5/11)
- Prepared for and attended Board of Commissioners public hearing and regular meeting (9/6/11)
- Met with representative from E-NC Authority and IT/GIS Administrator to discuss the County's broadband needs (9/7/11)
- Met with Superintendent of Schools to discuss Schools' FY 12 budget (9/7/11)
- Participated in start-up meeting for CDBG contingency grant funded hook-up project with reps from Community Investment & Assistance, Warren County, and Kerr-Tar COG (9/8/11)
- Attended Seven Habits of Highly Effective People Session (9/9/11)
- Attended Kerr Lake Regional Water System Advisory Board meeting (9/12/11)
- Attended JCPC Advisory Board meeting (9/12/11)
- Attended Region K Manager's Meeting in Butner, NC (9/13/11)
- Met with Golden LEAF President and Warren County citizens to discuss Warren County's participation in the Community Investment Assistance process (9/14/11)
- Met with county staff and representatives from Granville Communications re: Radio Tower Project (9/14/11)
- Met with Senior Center participants to share information on new CDBG funded projects (9/15/11)
- Chaired the quarterly Vance-Warren-Granville-Franklin CJPP Advisory Board meeting (9/16/11)
- Annual Leave (9/21-23/11)
- Met with representatives from O'Brien Gere, Public Utilities Director, and Director of Wastewater Treatment Plant to discuss WWTP Asset Management Plan (9/27/11)
- Attended Emergency Management Class at VGCC (9/28/11)
- Attended Town of Warrenton Small Town discussion meeting (9/28/11)
- Office Safety Training (9/30/11)
- Met with Interim Cooperative Extension Director to discuss GreenTech project (9/30/11)

Other Activities

- Attended Reception for outgoing Warrenton Town Manager (9/27/11)
- Attended Warren County Health Department's Annual Health Night Out (9/28/11)
- Attended Warren County Senior Center's Women's Health & Fitness Day (9/28/11)
- Attended Soil Conservation's Annual Ecology Field Day at WCMS (9/29/11)
- Attended EMS Station #2 Dedication & Open House (9/29/11)
- Attended Growing Local Project Meeting (9/29/11)

Project Updates**Construction/Renovation Projects****EMS Satellite Facility #2**

No additional work has been done on the Davis-Bugg Road EMS satellite 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 80% complete at this time. County Administrative offices are tentatively scheduled to move to the new location the week of 10/17/11.

CDBG Projects**2008 Scattered Site Housing CDBG Project**

A close-out public hearing for this project is scheduled for October 3, 2011.

Ephraim Place Subdivision CDBG Housing Project

Warren Family Institute is moving forward to identify potential homeowners for the four homes to be constructed in the subdivision so the CDBG portion of this project can be closed out.

2010 CDBG Contingency Hook-Up Project

The County has received \$250,000 in CDBG contingency funds to hook-up qualified citizens to the public water system and make urgent repairs to owner occupied homes. We have had one public meeting at the Senior Center to promote this grant funded project to citizens to increase our list of potentially qualified participants for this project.

On motion of Commissioner Jordan which was seconded by Commissioner Ross and duly carried by unanimous vote, request to extend appointment of Paul Westfall as Interim Cooperative Extension Director through December 31, 2011 (if vacancy is not filled prior to said date), was approved with terms the same as with prior appointments. Funding source: Lapsed Salary in the Cooperative Extension departmental budget.

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

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, it was ordered to enter into Closed Session in accordance with GS §143-18.11(a)(3)(6) to discuss Attorney Client Privileged Information and Personnel Matters.

On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, it was ordered to return to the regular monthly meeting.

With no further business to discuss and on motion of Commissioner Baker which was seconded by Commissioner Ross and duly carried by unanimous vote, the October 3, 2011 Board of Commissioners meeting was adjourned.

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