

MINUTES FROM THE ORGANIZATIONAL MEETING HELD BY THE BOARD OF WARREN COUNTY COMMISSIONERS FOR THE COUNTY OF WARREN IN THE ARMORY CIVIC CENTER MEETING ROOM ON DECEMBER 5, 2011 AT 5:45 PM

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

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

Commissioner Richardson nominated Commissioner Ulysses Ross for Chairman of the Board of Commissioners.

County Attorney Karlene Turrentine opened the floor for further nominations. There were none.

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by a majority vote Commissioner Ulysses S. Ross was selected as Chairman to the Board of Warren County Commissioners.

Votes were as follows for Ulysses Ross for Chairman:

Ayes: Richardson, Downey and Ross

Nay: Jordan

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

Commissioner Ross nominated Commissioner Richardson for Vice-Chairman of the Board of Commissioners.

County Attorney Karlene Turrentine opened the floor for further nominations. There were none.

On motion of Commissioner Ross, which was seconded by Commissioner Downey and duly carried by unanimous vote, Commissioner Richardson was declared Vice-Chairman of the Board of Commissioners.

County Attorney Karlene Turrentine turned the meeting over to Chairman Ross to preside.

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by unanimous vote, Karlene Turrentine was reappointed County Attorney.

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

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

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

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

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Laura Tucker was re-appointed as Deputy Tax Collector.

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

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

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

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

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

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

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

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

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

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by unanimous vote Department of Social Services Administrative Officer II –Mary Ann Roberson was designated position/individual with Authorization to Honor Facsimile Signature for Warren County Department of Social Services Trust Fund Account.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried, the December 5, 2011 annual organizational meeting of the Warren County Board of Commissioners was adjourned.



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 DECEMBER 5, 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: Ruby Downey, Jennifer Jordan and Ulysses Ross. Commissioner absent: Bertadean Baker. Others in attendance: County Manager Linda T. Worth, Finance Officer Barry Mayo and County Attorney Karlene Turrentine.

Special Recognition for Excellence in Financial Reporting (6th year) was given to the Warren County Finance Department, Barry Mayo, Director and staff members from the Governmental

Finance Officers Association of the US and Canada - Certificate of Achievement for Excellence in Financial Reporting for fiscal year ended June 30, 2010.

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

"Members of the County Board of Commissioners are advised, hereby, of their duty under the State Government Ethics Act to avoid conflicts of interest and the appearance of such conflict; and, further, are instructed to refrain from participating in any matter coming before this Board of County Commissioners with respect to which there is a conflict of interest or appearance of such conflict".

In accordance with the State Government Ethics Act, it is the duty of every Board member to avoid both conflicts of interest and appearances of conflict.

Does any Board member have any known conflict of interest or appearance of conflict with respect to any matter coming before this Board today?

If so, please identify the conflict and refrain from any undue participation in the particular matter involved.

There were no Citizen Comments.

On motion of Commissioner Richardson which was seconded by Commissioner Downey and duly carried by unanimous vote, December 5, 2011 Suggested Agenda was adopted as presented.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Consent Agenda Item # 6A – Minutes of November 7, 2011 meetings were approved:

- * Public Hearing – DOT Petition to Abandon Portion of Spain Road (SR 1203)
- * Public Hearing- DOT Proposed 2011-2012 Secondary Road Construction Program
- * Public Hearing – Three-Year Update of Ten-Year Solid Waste Management Plan
- * Regular Monthly Meeting

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

**INTEREST INCOME REPORT
Month of October 2011**

FUND	OCTOBER INCOME	FISCAL YEAR TO - DATE
General	252.31	1,048.67
Revaluation	5.18	16.97
E 911 Telephone System	6.37	18.14
Buck Spring Project	7.63	26.51
Ambulance Storage Facility	21.11	82.41
National Guard Armory	0.51	1.79
Simulcast System Upgrade	3.21	11.16
Regional Water Enterprise Fund	11.77	42.60
District 1 Enterprise Fund	18.09	62.14
Solid Waste	0.42	4.43
District II Enterprise Fund	17.72	59.74
District III Capital Project Fund	3.75	13.03
District III Phase II BANS	0.10	3.75
District III Enterprise Fund	4.51	10.33
Soul City Pump Station Improvements	0.45	1.27
	353.13	1,402.94

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

**Tax Collector’s Report
to the Warren County Board of Commissioners
For the Month OCTOBER 2011**

Current Year Collections

Tax Year	Charge	Collected in October	Collected to Date	Balance Outstanding	Percentage Collected
OCTOBER 2011 FY12	\$15,445,896	\$714,410	\$3,380,970	\$12,064,926	21.89
OCTOBER 2010 FY11	\$14,821,352	778,439	3,201,164	11,620,188	21.60

Delinquent Collections

Year	Charge	Collected in October	Collected to Date	Balance Outstanding	Percentage Collected
2010	\$770,892	\$54,799	\$244,888	626,004	31.77
2009	257,145	6,800	45,325	211,820	17.63
2008	175,491	3,082	17,293	158,198	9.85
2007	156,347	1,665	6,469	149,877	4.14
2006	136,764	894	2,219	134,545	1.62
2005	113,356	588	2,237	111,120	1.97
2004	100,817	364	1,240	99,577	1.23
2003	85,453	373	1,442	84,012	1.69
2002	108,173	285	984	107,189	0.91
2001	161,282	313	891	160,391	0.55
Total Delinquent Years	\$ 2,065,720	\$69,163	\$ 322,988	\$ 1,742,733	

Other OCTOBER Receipts

County Penalties	\$ 12,620	\$ 43,812
Landfill User Fees	\$ 63,158	\$ 286,998
Municipalities	\$ 26,548	\$ 92,552
Fire District Taxes	\$ 40,137	\$ 145,632
Advance Taxes	0.00	0.00
OCTOBER GRAND TOTAL	\$ 926,036	\$ 4,272,952

R. Edw. Mitchum
R. Edwin Mitchum, Tax Collector 11/29/2011
Date

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

Over \$100	12/6/2011	Date: 11-22-11
ERROR CORRECTION RELEASES:		
BULLOCK WALTER M	2011 9852 300 B5 59 1X	21751 \$ 124.62 HSE BURNED IN 2005
GURGANIOUS FRANKLIN & BETTY	2011 30187 110 D10 64	58101 \$ 125.90 MH NOT HOOKED UP
HENDERSON EMMA	2011 19535 200	31420 \$ 135.80 MH TORN DOWN IN 2010
LEIGHTON MARY K	2011 25317 305 I2 15F	24371 \$ 542.50 PART OF LOT ASSESSED IN VA
MACK VIRGIE PERRY HEIRS	2011 17929 300 F6 110	9460 \$ 122.54 NO LONGER IN BUSINESS
SUB-TOTAL ERROR CORRECTIONS:		\$1,051.36
MOTOR VEHICLE RELEASES:		
BERNARD DAVID S	2011 27098 2735 VSL3113	62086 \$103.93 DMV ERROR
NIXON DAVID E	2011 20729 110 VRJ4392	57543 \$202.71 DMV ERROR
SUB-TOTAL MOTOR VEHICLE RELEASES:		\$306.64
SUB-TOTAL CORRECTION RELEASES:		\$1,051.36
Total Releases		\$ 1,358.00
 LANDFILL USER FEE RELEASES:		
BLANKENSHIP WILEY C	2011 31043 300 B7 28	9809 \$115.00 MINIMUM ELECTRIC PER LIG
BROWN VOYETTE P H	2011 21108 300 B6A 51	7919 \$115.00 HAS PRIVATE HAULER
BUXTON PLANTATION	2011 17830 300 G12 15	2070 \$115.00 HAS PRIVATE HAULER
CARTER DEBRA B	2009 2165 109 F4 40	1185 \$105.00 HSE BURNED IN 2008
CARTER DEBRA B	2010 2165 110 F4 40	58343 \$115.00 HSE BURNED IN 2008
DAVIS CALVIN	2011 10607 300 D7A 15	3539 \$115.00 HAS PRIVATE HAULER
DURHAM LOUISE V	2011 12512 300 C6 56	5430 \$115.00 NO ELECTRICITY
ELLINGTON REBECCA B	2011 13137 301 B3 82	3931 \$115.00 NO ELECTRICITY
FLOOD SHIRLEY JEAN ROBINSON	2011 13042 300 E2 16A	18556 \$115.00 HAS PRIVATE HAULER
GREER BROTHERS INC	2011 16427 327 G7 37 1X	5702 \$115.00 HAS PRIVATE HAULER
HALES BOBBY G & FAYE S	2011 5465 300 J2A 75	8635 \$115.00 HAS PRIVATE HAULER
HARMON BOBBY L & ORA F	2011 17504 300 D4 75	5362 \$345.00 HAS PRIVATE HAULER
HARRIS ERNEST B & ANNE T	2011 17830 342 G8 19	4470 \$115.00 HAS PRIVATE HAULER
JOHNSON EFFIE C	2011 22488 300 F9 25C	22518 \$115.00 NO ELECTRICITY
JONES L/C BOYD/J BOYD	2011 25312 300 F2 40	1385 \$115.00 HSE BURNED IN 2009
MUSTIAN HOWARD JR & ELEANOR	2011 28407 311 D3 65	10546 \$115.00 NO ELECTRICITY
NELSON CLARA & ELOISE CARTER	2011 14913 301 D10 48D	2354 \$115.00 NO ELECTRICITY
OWEN DANNY M & DIANNE	2011 8082 300 E4 154A	19443 \$115.00 HAS PRIVATE HAULER
PERSON MILDRED J	2011 31507 300 E2 102	9549 \$115.00 HAS PRIVATE HAULER
POWELL ROOSEVELT	2011 7879 300 E5 146	6968 \$115.00 NO ELECTRICITY
ROBERTS DARRELL & ELIZABETH	2011 9969 300 L2C223	8054 \$115.00 HAS PRIVATE HAULER
ROGERSON JASON M & MELINDA H	2011 18746 300 J2A136	16053 \$115.00 HAS PRIVATE HAULER
STEMBRIDGE C F III & MICHELLE	2011 17689 300 L2D353	13441 \$115.00 HAS PRIVATE HAULER
VARNER DEAN & CINDY L	2011 22752 301 K7 33F	22899 \$115.00 NO DWELLING ON PROP
VAUGHAN FRANK SR	2011 41735 200 C4 37	27079 \$115.00 HAS PRIVATE HAULER
WILLIAMS JULIA & LEON	2011 4343 300 C5 42A	19332 \$115.00 HAS PRIVATE HAULER
WILLIAMS MARY F	2011 4799 301 H8 21	14045 \$115.00 NO ELECTRICITY
YOUNG KARL MICHAEL	2011 409 300 J2A 76	14218 \$115.00 HAS PRIVATE HAULER
TOTAL LFUF RELEASES:		\$3,440.00
Total Releases		\$ 4,798.00

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

Under \$100	12/6/2011	Date: 11-22-11	Zw			
ERROR CORRECTION RELEASES:						
NAME	Year	ACCT#	MAP #	RECORD #	AMOUNT	REASON
DANIELS MARILYN	2011	5228 300	D10 48G	106	\$ 3.40	MH WAS REMOVED 11/2010
RIGGAN GLENN R	2011	34301 315	G5D 31	11500	\$ 70.00	HSE TORN DOWN AFTER HURRI
SMITH MICHAEL T DBA THE LEE	2011	5034 200		27425	\$ 6.96	NO LONGER IN BUSINESS
WATSON JAMES & BERTIE	2011	5210 308	C6 25	3769	\$ 27.81	MH HOOKUP REMOVED
SUB-TOTAL ERROR CORRECTIONS:					\$ 108.17	
MOTOR VEHICLE RELEASES:						
AYSUCUE LEWIS T	2011	2101 1180	RRL5823	78257	\$3.03	TOTALED
BAILEY DOMINIQUE RENEE	2011	33761 1224	ZSW4348	60575	\$7.41	DMV ERROR
BAKER OSCAR RAY	2011	39273 2195	HD49900	71563	\$75.60	HIGH MILEAGE
BALL WILLARD LOU	2011	2566 1877	VZ9759	61228	\$22.57	TAGS TURNED IN 5/28/10
BOONE TIMOTHY P	2011	11499 110	XWH1155	57142	\$82.45	DMV ERROR
BROWN MARTHA ANNE	2011	14860 1540	ZRL8844	60891	\$26.35	PAID IN DURHAM CO
BUKOWSKI STEVE S	2011	16723 2287	XSB4500	61638	\$45.65	SOLD IN CALIFORNIA IN 2010
BUKOWSKI STEVE S	2011	16723 1750	BW51893	66221	\$3.85	SOLD
CATON JOHNSON MCEACHERN	2011	35118 2234	ZVW9427	71602	\$73.85	RELEASED TO BRUNSWICK CO
CLARY DAVID JUSTIN	2011	17199 110	ZPW4561	57465	\$5.58	SOLD
DAVIS AVA B	2011	18950 110	TTX2292	57636	\$9.52	JUNKED
FAGLIE CLAUDETTE	2011	9347 2630	ZTN2655	68726	\$21.77	SOLD
HAZZARD PHILLIP K SR	2011	23470 2209	TZN7741	75297	\$3.91	GAVE TO SON
HUNTER DENA J	2011	404 2222	WTX4968	71590	\$67.00	REPOED
JAFFE ALAN J	2011	4053 2142	VWV5661	71510	\$12.24	HIGH MILEAGE
JOHNSON CHARLES T III	2011	19899 1759	XTZ5119	71127	\$54.49	SOLD
LEONARD JOHN B	2011	25330 2491	TXP3927	71859	\$80.80	SOLD
LILES SAMMY REID	2011	25506 110	YPS4607	56793	\$10.33	DMV ERROR
LOPEZ NORA H L	2011	29162 1819	ADE7350	71187	\$9.02	SOLD
LYNCH BRENDA SUE	2011	4561 2619	XWH1881	61970	\$90.39	RELEASED TO FRANKLIN CO
MANNING PAMELA E	2011	9630 2384	ZSW7889	71752	\$13.87	RELEASED TO VANCE CO
MARTIN REBECCA JONES	2011	499 1825	TSM6967	61176	\$35.21	DMV ERROR
NIELSEN LAWRENCE B JR	2011	5569 2296	RXY5509	68959	\$4.74	JUNKED
PARSON LAWRENCE JR	2011	36143 2272	WSW6807	70025	\$79.94	RELEASED TO HALIFAX CO
PEARCE JOYCE S	2011	36120 1723	MPS6278	69476	\$37.38	RELEASED TO FRANKLIN CO
REED GAIL R	2011	2976 1298	YVS9610	60649	\$10.62	DMV ERROR
RICHARDSON LARRY W	2011	33819 2395	4S5718	71763	\$32.80	SOLD
RICHIE MICHAEL JR	2011	12320 2521	ZPW6464	61872	\$75.46	DMV ERROR
ROGERSON JASON M	2011	18746 1047	XVM4723	78124	\$4.50	SOLD
ROOKER MARVIN P	2011	35125 1894	MZL1682	66365	\$23.31	SOLD
SCHINDEHETTE A W	2011	36115 2093	YTX3689	66564	\$24.84	SOLD
SHELTON GORDON R	2011	33453 1766	XWH2167	61117	\$33.42	DMV ERROR
SHINN JERRY L	2011	37201 1511	YWZ1366	67607	\$42.81	MOVED TO FL
SMITH MICHAEL T	2011	5034 2025	AAH4523	66496	\$9.15	DOES NOT LIVE IN CITY LIMITS
TATUM WILLIAM B	2011	19788 2691	BS30144	79768	\$21.28	SOLD
UNDERWOOD MORIA J	2011	41424 2762	YTX2771	62113	\$84.08	RELEASED TO HALIFAX CO
VENEGAS DARLENE K	2011	12785 1646	ZTN2882	69399	\$16.47	SOLD
VITALE VITO A	2011	26083 1616	AEH2883	70984	\$52.78	SOLD
WEST JOHN CURTIS	2011	36202 1461	WIS2	70829	\$49.16	RELEASED TO HALIFAX CO
WEST MARY W	2011	43038 1751	LNN2623	77429	\$7.01	GAVE AWAY
WIEHE STEPHEN JAMES	2011	36052 2105	BX60881	68201	\$2.52	RELEASED TO HALIFAX CO
WIGGINS TEYAN J	2011	24762 1423	AAH5264	65894	\$14.64	TOTALED
YANCEY ROSA J	2011	18839 1253	ROSA1	60604	\$5.45	PLATES NOT RENEWED
SUB-TOTAL MOTOR VEHICLE RELEASES:					\$1,387.25	
SUB-TOTAL CORRECTION RELEASES:					\$ 108.17	
Total Releases					\$1,495.42	

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Amendment # 4 to the Warren County FY 2011-2012 Budget Ordinance was adopted:

AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE

2011/2012

Amendment No. 4

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	13,211
Sheriff's Department	1,085
Senior Center	10,625
Veterans Services	8,690
Total	\$ 33,611

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	13,211
Restricted Intergovernmental - DSS	12,195
Restricted Intergovernmental - Other	(1,570)
Miscellaneous Revenue	1,085
Fund Balance Appropriated	8,690
Total	\$ 33,611

- appropriates funds to the Health Department to agree with state allocation.
Funding Source: NC DHHS - Division of Public Health
- appropriates funds to the Sheriff's Department for vehicle repair.
Funding Source: Insurance Claims
- appropriates funds to the Senior Center for new time limited Admin Assist as approve at the November 7, 2011 Commissioners meeting.
Funding Source: Home & Community Care Block Grant Funds
- appropriates funds to Veteran's Services Office for a part-time Admin Assist as approved at the November 7, 2011 Commissioners meeting.
Funding Source: Fund Balance Appropriated

Respectfully Submitted 12-05-11

Barry J. Mayo
Barry J. Mayo, Finance Director

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Amendment # 1 to the Capital Project Ordinance Warren County Simulcast System Upgrade was approved:

**CAPITAL PROJECT ORDINANCE
WARREN COUNTY
SIMULCAST SYSTEM UPGRADE
(Amendment No. 1)**

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

Increase/(Decrease) Appropriations:

Land	6,500
Contingency	<u>(6,500)</u>
Total	0.00

This amendment adjust the budget to the most recent costs estimates.

Respectfully Submitted 12/5/11

Barry J Mayo/gme
Barry J. Mayo, Finance Director

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, William Powell was reappointed to a third (3rd) term on the Recreation Commission; term expires February 2013.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Linda A. Thomas was appointed to a first (1st) term on the Recreation Commission; term expires February 2013.

The Board of Commissioners in response to a request from Mr. E.B. Harris to intervene on his behalf to the North Carolina Department of Transportation to leave the Otis Clark Road (SR 1641) Bridge Open, took the following action.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, it was approved to support request from E.B. Harris for NC Department of Transportation to exclude Otis Clarke Road Bridge from closure.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, request from Bruce Rogers, President, Warren County Habitat for Humanity, to waive building permit fees for one (1) of seven (7) homes to be constructed on Walker Road during the Spring of 2012 in the approximate amount of \$505.00 was approved.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, request for authorization from Elgin Lane, Human Resources Manager to revise vacant Public "Utility Office Coordinator" position job description was approved.

In follow-up to November 7, 2011 Regular Monthly Board meeting, the County Manager presented information to assist the Board in making a decision on whether to formally bid or construct in-house the second EMS Sub-Station.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, it was ordered to move forward with construction of EMS Sub-station # 2 using Warren County's Building & Grounds, Construction Division crew.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, it was ordered to appropriate \$104,265 from Fund Balance to salary and fringe benefits budget line for Building & Grounds, Construction Division to cover the period: January 1 through June 30, 2012.

County Manager Linda T. Worth presented a Resolution in Support of Proposed NC International Terminal (NCIT) and Feasibility Study for Board's review and adoption.

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by unanimous vote, **Resolution in Support of Proposed NC International Terminal (NCIT) and Feasibility Study** was adopted:

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, 2012 Board of Commissioners Regular Monthly Meeting Schedule was adopted:

***Resolution in Support
of the
Recommended Feasibility Study for the Proposed
North Carolina International Terminal at Southport***

WHEREAS, the facts regarding the ***ECONOMIC IMPACTS*** of the proposed North Carolina International Terminal at Southport have not been determined; and

WHEREAS, the facts regarding the ***ENVIRONMENTAL IMPACTS*** of the proposed North Carolina International Terminal at Southport have not been determined; and

WHEREAS, the facts regarding the ***INFRASTRUCTURE NEEDS*** related to the proposed North Carolina International Terminal at Southport have not been determined; and

WHEREAS, the movement of many Asian freight carriers to the "New Panamax" or "Post Panamax" class of container vessel is logical, reasonable, economical, and inevitable; and

WHEREAS, the "New Panamax" container vessels can only dock in deepwater ports and that the current port at Wilmington cannot handle vessels of the size; and

WHEREAS, the members of the Warren County Board of Commissioners, wish for it to be known and clearly understood that we feel that the proposed NC International Terminal at Southport project merits a full and complete Feasibility Study as recommended by the U.S. Army Corps of Engineers. We feel that any project of this size and scope has the potential to dramatically affect the economic well being of our County, the Southeast Region and our entire State. As such, we give our full and unwavering support of the completion of the recommended Feasibility Study.

NOW THEREFORE, BE IT RESOLVED that the Warren County Board of Commissioners fully support the completion of the recommended Feasibility Study for the Proposed North Carolina International Terminal at Southport.

Approved and adopted this the 5th day of December, 2011

The Warren County Board of Commissioner's regularly scheduled meetings are held on the first Monday of each month at 6:00 pm. Mid-Monthly meetings shall be scheduled as needed. All meetings are in the Board of Commissioners' Official meeting room at the Warren County Armory Civic Center unless otherwise posted.

January 3, 2012 * (2 nd is observed as a holiday)	July 2 nd
February 6 th	August 6 th
March 5 th	September 4 th * (3 rd is a holiday)
April 2 nd	October 1 st

May 7th	November 5th
June 4th	December 3rd

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, 2012 Board of Commissioners' Work Session Schedule was adopted:

February 15th	August 15th
April 18th	October 17th
June 20th	December 19th

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Board of Commissioners' 2012 Budget Goal Setting Work Session was scheduled for: **January 18, 2012 – 10:00 a.m. to 3:00 p.m.**

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by unanimous vote, County Manager's report of activities for November 2011 was accepted as information:

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

Administration

- Met with representatives of Argand Energy Solutions, Com. Baker, representatives of Warren County School System, and County Buildings & Grounds staff to discuss solar systems (11/2/11)
- Attended Kerr Tar RPO/TCC/TAC meeting (11/4/11)
- Prepared for and attended BOC Public Hearings and Regular Board meeting (11/7/11)
- Attended Kerr Tar TCC meeting (11/8/11)
- Attended Triangle North Advisory Board Meeting (11/9/11)
- Participated in Health Department Certification Interview with Certification Team (11/9/11)
- Met with Engineer to discuss EMS Sub-Station Project (11/9/11)
- Met with Emergency Services Director and EMS Coordinator to discuss Medicare recertification process (11/10/11)
- Met with Franklin County GIS Administrator to discuss Warren County GIS (11/10/11)
- Veteran's Day Holiday Observed (11/11/11)
- County Administration Office Move (11/10 & 11/14/11)
- Met with Public Utilities Director to discuss personnel matter (11/16/11)
- Met with Tom Potter, Director of NC Paddle Trails, Soil Conservation Director, and Interim Cooperative Extension Service Director and staffer to discuss and visit Buck Spring 4-H Camp to develop potential grant-funded project (11/16/11)
- Met with Planning/Code Administrator and Com. Ross to discuss scoring DOT road projects in Region K (11/22/11)
- County Furlough Day (11/23/11)
- Thanksgiving Holidays Observed (11/24-25/11)
- Meeting with Emergency Services Director and Executive Assistant to discuss Radio Tower Project (11/29/11)
- Meeting with Pierce Benefits representatives, HR Manager and Com. Downey to discuss County Employees Benefits Plans (11/29/11)
- Participated in Community Investment & Assistance Monitoring Visit for Close-out of 2008 Scattered Site CDBG Project (11/30/11)

Other Activities

- Guest speaker at Warren County High School PTSA Meeting (11/15/11)
- Participated in Employee Service Awards Program (11/15/11)
- Attended DSS Angel Tree Luncheon (11/16/11)
- Attended Prison Ministry Program at Spring Green Baptist Church (11/20/11)
- Participated in County Employees Thanksgiving Covered Dish Luncheon (11/22/11)
- Attended New Tech High School Open House (11/29/11)

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 10-15% complete at this time.

In-House Repair & Renovation Projects

County Administration has moved into the former Doctor's Office Building that has been completely renovated. An open house will be scheduled in the next two weeks for the public to view the building.

The Buildings & Grounds Department will also be working on a handicapped ramp at the additional building leased for the Senior Center to make the building accessible.

CDBG Projects

2008 Scattered Site Housing CDBG Project

Community Investment & Assistance (CI) approved our last extension request and the project has been closed out. A close-out monitoring visit is scheduled for 11/29/11 with CI representatives.

Ephraim Place Subdivision CDBG Housing Project

Warren Family Institute is still working on identifying potential homeowners for the four homes to be constructed in the subdivision so the CDBG portion of this project can be closed out.

Dr. Angela Ballentine, Interim President-Vance Granville Community College (VGCC) and Jana Martin, Executive Director of the Warren County Chamber of Commerce made a joint request for use of the Warren County Armory Civic Center on February 16, 2012 with rental fees waived, to conduct a Business Afterhours.

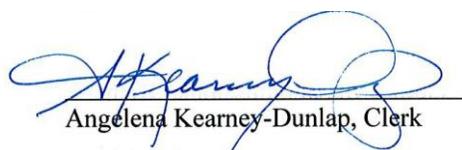
On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, request from VGCC and Warren County Chamber of Commerce for use of the Warren County Armory Civic Center on February 16, 2012 with rental fees waived was approved.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, it was ordered to enter into *Closed Session in accordance with § 143-318.11(3)(6)* to discuss Attorney/Client Privileged Information and Personnel Matters.

Commissioner Bertadean Baker arrived to the meeting at 6:40 pm, after being involved in an automobile accident.

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by unanimous vote, it was ordered to return to the December 5, 2011 regular monthly meeting.

With no further business to discuss and on motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried, the December 5, 2011 meeting was adjourned.


Angelena Kearney-Dunlap, Clerk