

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 MONDAY, MARCH 12, 2012 (RESCHEDULED FROM MARCH 5, 2012) AT 6:00 PM.

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

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

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

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

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

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

Citizen Comments:

Merwin R. Dieckmann, Board of Elections: Proposed adding to each meeting's agenda the pledge to the US flag. Asked Board members to stand and pledge the flag. (Chairman Ross stated this will be placed on next work session agenda for discussion).

Ernest Fleming, Interstate Bio Economic Alliance and East Coast Natural: things are going forward, past board did not understand corporate law; took in shares from people living in other states. Project is progressing.

David Duxbury: Attended joint meeting between Board of Education and Board of Commissioners and was not allowed to make citizen comments. Questioned whether the Board of Education had a third party structural engineer look at the Warren County High School roof to make sure the solar panels will not damage the roof.

On motion of Commissioner Richardson which was seconded by Commissioner Baker and duly carried by unanimous vote, March 12, 2012 Suggested Agenda was adopted.

On motion of Commissioner Richardson which was seconded by Commissioner Baker and duly carried by unanimous vote, Consent Agenda Item 6-A minutes of February 6, 2012 Regular Monthly Meeting was approved.

On motion of Commissioner Richardson which was seconded by Commissioner Baker and duly carried by unanimous vote, Consent Agenda Item 6-B Interest Income Report for January 2012 was approved:

**INTEREST INCOME REPORT
Month of January 2012**

FUND	JANUARY INCOME	FISCAL YEAR TO - DATE
General	1,057.66	3,387.21
Revaluation	14.34	58.50
E 911 Telephone System	18.15	66.37
Buck Spring Project	18.01	78.68

Ambulance Storage Facility	21.28	146.24
National Guard Armory	1.21	5.29
Simulcast System Upgrade	7.58	33.11
Regional Water Enterprise Fund	26.01	117.92
District I Enterprise Fund	50.13	201.16
Solid Waste	11.65	17.84
District II Enterprise Fund	48.69	194.81
District III Capital Project Fund	15.04	53.51
District III Phase II BANS	0.23	1.03
District III Enterprise Fund	23.88	71.85
Soul City Pump Station Improvements	1.07	4.66
District III Phase III	15.99	15.99
	1,330.92	4,454.17

On motion of Commissioner Richardson which was seconded by Commissioner Baker and duly carried by unanimous vote, Consent Agenda Item 6-C Tax Collector's Report for January 2012 was adopted:

**Tax Collector's Report
to the Warren County Board of Commissioners
For the Month JANUARY 2012**

Current Year Collections

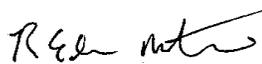
Tax Year	Charge	Collected in JANUARY	Collected to Date	Balance Outstanding	Percentage Collected
JANUARY 2012 FY12	\$15,621,823	\$2,580,702	\$14,069,141	\$1,552,682	90.06
JANUARY 2011 FY11	\$15,123,547	2,382,318	13,364,895	1,758,652	88.37

Delinquent Collections

Year	Charge	Collected	Outstanding	Percentage
2010	\$766,706	\$79,027	\$391,271	51.03
2009	257,139	8,587	64,861	26.22
2008	175,482	3,053	25,768	14.68
2007	156,347	2,263	11,601	7.42
2006	136,674	857	5,326	3.90
2005	113,257	257	3,498	3.09
2004	100,705	312	2,252	2.24
2003	85,332	219	2,013	2.36
2002	108,038	249	1,811	1.68
2001	161,133	554	1,600	0.99
Total Delinquent Years	\$ 2,060,813	\$95,378	\$ 509,991	\$ 1,550,820

Other JANUARY Receipts

County Penalties	\$ 33,871	\$ 99,353
Landfill User Fees	\$ 201,456	\$ 1,019,445
Municipalities	\$ 120,613	\$ 618,437
Fire District Taxes	\$ 131,828	\$ 694,794
Advance Taxes	343.00	1103.00
JANUARY GRAND TOTAL	\$ 3,164,191	\$ 17,012,264


 R. Edwin Mitchum, Tax Collector 2/13/2012
Date

On motion of Commissioner Richardson which was seconded by Commissioner Baker and duly carried by unanimous vote, Consent Agenda Item 6-D Request for Tax Releases Over \$100 was approved:

Over \$100	3/5/2012	Date: _____
<u>ERROR CORRECTION RELEASES:</u>		
ALSTON DOROTHY MAE	2001 839 101	32473 \$211.00 MH VACANT/TAYPAYER DECEASED
ALSTON DOROTHY MAE	2002 839 102	33503 \$201.39 MH VACANT/TAYPAYER DECEASED
BAKER ANNE F	2011 2311 300 J3B 22	720 \$230.40 BOAT LISTED ON WRONG ACCT
BARNES BERNICE W HEIRS	2004 15071 104	36072 \$188.43 NO LOCATION OF MH/NO HEIRS
BARNES BERNICE W HEIRS	2005 15071 105	38728 \$179.87 NO LOCATION OF MH/NO HEIRS
BARNES BERNICE W HEIRS	2006 15071 106	41729 \$169.61 NO LOCATION OF MH/NO HEIRS
BARNES BERNICE W HEIRS	2007 15071 107	44734 \$159.29 NO LOCATION OF MH/NO HEIRS
BARNES BERNICE W HEIRS	2008 15071 108	47729 \$150.23 NO LOCATION OF MH/NO HEIRS
BARNES BERNICE W HEIRS	2009 15071 109	51185 \$134.78 NO LOCATION OF MH/NO HEIRS
BROWN SHARON I HEIRS	2004 7987 104	36027 \$220.38 TAXPAYER DIED/MH VANDALIZED/UNLIVEA
BROWN SHARON I HEIRS	2006 7987 106	41672 \$188.57 TAXPAYER DIED/MH VANDALIZED/UNLIVEA
BROWN SHARON I HEIRS	2007 7987 107	44671 \$173.78 TAXPAYER DIED/MH VANDALIZED/UNLIVEA
BROWN SHARON I HEIRS	2008 7987 108	47662 \$162.21 TAXPAYER DIED/MH VANDALIZED/UNLIVEA
BROWN SHARON I HEIRS	2009 7987 109	51102 \$141.02 TAXPAYER DIED/MH VANDALIZED/UNLIVEA
BROWN SHARON I HEIRS	2010 7987 110	58029 \$141.70 TAXPAYER DIED/MH VANDALIZED/UNLIVEA
BROWN SHARON I HEIRS	2011 7987 200	29129 \$145.75 TAXPAYER DIED/MH VANDALIZED/UNLIVEA

DRIVER MARK	2002 3204 102		33633	\$173.92 MH MOVED 9/2001
DRIVER MARK	2002 3204 102		33634	\$184.17 MH MOVED 9/2001
DRIVER MARK	2002 3204 102		33632	\$200.27 MH MOVED 9/2001
DRIVER MARK	2002 3204 102		33631	\$202.87 MH MOVED 9/2001
DRIVER MARK	2007 3204 107		44661	\$159.23 MH MOVED 9/2001
DRIVER MARK	2008 3204 108		47629	\$150.17 MH MOVED 9/2001
DRIVER MARK	2009 3204 109		51080	\$135.06 MH MOVED 9/2001
DUNLEVY'S MARINE & CONSTRU	2011 12323 311		10663	\$1,234.20 VESSEL WAS OVERASSESSED
FOREST P H INVESTMENTS LLC	2007 29917 107	F6 175	45138	\$2,297.86 PROP SOLD IN 2006
GREEN JAMES HEIRS	2002 2114 102	E3 7A 2X	33981	\$677.85 DW REMOVED/TAXPAYER DECEASED
GREEN JAMES HEIRS	2003 2114 103	E3 7A 2X	33981	\$736.26 DW REMOVED/TAXPAYER DECEASED
GREEN JAMES HEIRS	2004 2114 104	E3 7A 2X	36451	\$709.96 DW REMOVED/TAXPAYER DECEASED
GREEN JAMES HEIRS	2002 2006 102		33510	\$212.85 ALL MH OWNED BY LEETE MHP
GREEN JAMES HEIRS	2003 2006 103		34683	\$207.85 ALL MH OWNED BY LEETE MHP
GREEN JAMES HEIRS	2004 2006 104		35927	\$195.82 ALL MH OWNED BY LEETE MHP
GREEN JAMES HEIRS	2005 2006 105		35927	\$183.29 ALL MH OWNED BY LEETE MHP
GREEN JAMES HEIRS	2006 2006 106		41544	\$170.92 ALL MH OWNED BY LEETE MHP
HARGROVE JANICE	2011 14693 200	J6 41C	26901	\$275.10 DW REPOSSESSED 8/2010
KEARNEY DELMOND & VERA	2001 10305 101		32629	\$209.58 NO REC OF MH AT WHITES MH PARK
NORLINA GRADING & EXCAVATIN	2010 23903 110		58826	\$696.79 PER BOER
SCHAFFER MARK LOUIS	2007 30631 107		44561	\$206.02 BOAT LISTED ON ACCT 24149
SKINNER W T III HEIRS	2011 37627 329		27198	\$698.80 PER BOER
SNYDER WILMA/NORLINA GRAD	2011 23903 300		8684	\$691.93 INTEREST WAS REDUCED PER BOER
TILLMAN JESSE LAMONT HEIRS	2001 7482 101	H4 70A	32678	\$191.35 DECEASED/NO RELATIVES/VACANT
TILLMAN JESSE LAMONT HEIRS	2002 7482 102	H4 70A	34875	\$185.40 DECEASED/NO RELATIVES/VACANT
TILLMAN JESSE LAMONT HEIRS	2003 7482 103	H4 70A	34875	\$177.20 DECEASED/NO RELATIVES/VACANT
TILLMAN JESSE LAMONT HEIRS	2004 7482 104	H4 70A	36124	\$175.65 DECEASED/NO RELATIVES/VACANT
TILLMAN JESSE LAMONT HEIRS	2005 7482 105	H4 70A	38791	\$158.89 DECEASED/NO RELATIVES/VACANT
TILLMAN JESSE LAMONT HEIRS	2006 7482 106	H4 70A	41794	\$167.29 DECEASED/NO RELATIVES/VACANT
TILLMAN JESSE LAMONT HEIRS	2007 7482 107	H4 70A	44809	\$142.09 DECEASED/NO RELATIVES/VACANT
TILLMAN JESSE LAMONT HEIRS	2008 7482 108	H4 70A	47816	\$136.37 DECEASED/NO RELATIVES/VACANT
TILLMAN JESSE LAMONT HEIRS	2009 7482 109	H4 70A	51310	\$125.65 DECEASED/NO RELATIVES/VACANT
TILLMAN JESSE LAMONT HEIRS	2010 7482 110	H4 70A	58377	\$134.77 DECEASED/NO RELATIVES/VACANT
TILLMAN JESSE LAMONT HEIRS	2011 7482 300	H4 70A	1546	\$123.61 DECEASED/NO RELATIVES/VACANT
WATSON DANIEL L	2011 10304 300	D6 60	13513	\$548.10 LAND SEPERATED/HSE ON REC 24353
WILLIAMS J RICHARD	2003 44906 103		34665	\$291.16 NEVER HAD A BUSINESS IN WC
WUERCH RYAN	2008 30410 108		47485	\$348.04 BOAT WAS REMOVED DEC 2007

SUB-TOTAL ERROR CORRECTIONS: \$16,314.75

MOTOR VEHICLE RELEASES:

HARRIS HEAVY HAULING LLC	2011 9198 2270	CA1788	61621	\$136.60 CLERICAL ERROR
PINNELL ALYCE C	2011 28336 2063	CR6927	76200	\$ 121.05 TRADED
RUIZDEVILLA AMADA	2011 35054 2290	ZTN4044	73248	\$ 112.15 SOLD
MORTON JOHN WAYNE	2011 24414 2315	DJ7738	66786	\$ 121.40 MOVED TO TEXAS

SUB-TOTAL MOTOR VEHICLE RELEASES: \$121.05

SUB-TOTAL CORRECTION RELEASES: \$16,314.75

Total Releases \$ 16,435.80

LANDFILL USER FEE RELEASES:

ALSTON RAYMOND & CAROLYN	2011 16335 200	E6 78	27158	\$115.00 NO ELECTRICITY PER FIELD VISIT
GREEN JAMES HEIRS	2006 28173 106		41560	\$155.29 ALL MH OWNED BY LEETE MHP
HARRISON HATTIE HEIRS	2001 839 101		32473	\$192.75 LISTED BY TANYA ROBINSON
WILKER DOROTHY D & OTHERS	2011 11312 367	E5 198	14270	\$117.30 MH USED AS STORAGE

TOTAL LFUF RELEASES: \$580.34

Total Releases \$ 17,016.14

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

2000
Date: 2/27/12

Under \$100	3/5/2012					Date:
<u>ERROR CORRECTION RELEASES:</u>						
NAME	Year	ACCT#	MAP #	RECORD #	AMOUNT	REASON
AMERICAN EXPRESS FINANCE	2004	4284 104		36034	\$ 57.48	HAD NO LEASE IN WC
HAIRR JAMES ALTON	2011	26290 200		27281	\$29.25	BOAT SOLD IN 2004
HAIRR JAMES ALTON	2010	26290 110		57895	\$17.56	BOAT SOLD IN 2004
HAIRR JAMES ALTON	2009	26290 119		50986	\$31.04	BOAT SOLD IN 2004
HAIRR JAMES ALTON	2007	26290 107		44570	\$61.06	BOAT SOLD IN 2004
PERRY MICHAEL L	2006	3334 106		41719	\$27.92	NOT OWNED BOAT SINCE 2005
TYSOR WILLIAM F JR	2011	30648 200		27198	\$19.90	BOAT WAS REMOVED 2 YRS AGO
WARREN FRANCES C	2006	42428 106	I2D 85 1X	42034	\$95.81	LEASEHOLD BT HSE/MOVED OUT OF CO
WARREN FRANCES C	2007	42428 107	I2D 85 1X	45066	\$89.95	LEASEHOLD BT HSE/MOVED OUT OF CO
WARREN FRANCES C	2008	42428 108	I2D 85 1X	48120	\$91.43	LEASEHOLD BT HSE/MOVED OUT OF CO
WARREN FRANCES C	2009	42428 109	I2D 85 1X	51738	\$94.27	LEASEHOLD BT HSE/MOVED OUT OF CO
WARREN FRANCES C	2010	42428 110	I2D 85 1X	59203	\$89.22	LEASEHOLD BT HSE/MOVED OUT OF CO
WARREN FRANCES C	2011	42428 301	I2D 85 1X	10571	\$82.58	LEASEHOLD BT HSE/MOVED OUT OF CO
WARREN MARY L	2006	5410 106		41618	\$31.34	BOAT SOLD IN 2006
WILKINS CARRIE	2011	43712 200	F8 29	27096	\$24.58	FIRE TAX ALSO ON REC N 13337
SUB-TOTAL ERROR CORRECTIONS:					\$ 843.39	
<u>MOTOR VEHICLE RELEASES:</u>						
ALSTON GREGORY DARNELL	2011	11357 2381	AEL8350	76518	\$42.31	WRONG VEHICLE LISTED ON BILL
BIALAS KAREN	2011	15690 9999	PBN7523	26503	\$28.49	RELEASED TO NORTHAMPTON CO
DORTCH CHARLIE GRAHAM	2011	12101 2282	BM8100	76419	\$63.09	GAVE AWAY
DORTCH CHARLIE GRAHAM	2011	12101 110	BM8099	56836	\$1.33	GAVE AWAY

EVEREADY TRUCKING INC	2011 25676 2383	MH4903	76520	\$87.78	SOLD
FOWLER HUGH	2011 9307 1526	AA1499	75663	\$32.40	SOLD
GOFF HAROLD W JR	2011 22999 1368	SZR7859	73957	\$43.68	TURNED BACK IN
GRANGER BENJAMIN W JR	2011 18782 1729	XWH1864	61080	\$3.32	SOLD
JONES JOHN ELBERT	2011 22288 110	XSB2301	57483	\$10.52	SOLD
JONES SCOTTY D	2011 31000 1679	WTT4832	67775	\$8.25	SOLD
KILIAN DARRYL H	2011 27060 2115	YYX6462	74704	\$16.08	HIGH MILEAGE
KOHL RICHARD T	2011 9290 1566	RZE4824	70934	\$5.45	SOLD
KOHL RICHARD T	2011 9290 2537	CY2939	61888	\$1.54	SOLD
MCLARIN ROBIN ANN	2011 29820 1951	YTX3002	61302	\$5.88	SOLD
PHILLIPS DENNIS EARL	2011 17814 1095	PNB7517	67191	\$3.24	SOLD
RICHARDSON CHARLES LEE	2011 33424 1158	VVWV6931	68911	\$2.32	JUNKED
RICHARDSON KATHY B	2011 3942 2286	XNC4274	76423	\$54.98	SOLD
RICHARDSON LARRY W	2011 33819 2003	4W2905	76140	\$30.33	SOLD
RICHARDSON TIACHI D	2011 1342 1407	SNX9816	75544	\$10.70	SOLD
RIGHTMYER JOHN MICHAEL	2011 23903 300	SYX3437	75460	\$87.62	VEHICLE BILLED TO HALIFAX CO
ROSS BECKY ANNE	2011 35274 1406	ADE9930	75543	\$84.10	RELEASED TO NORTHAMPTON CO
ROSS SAMUEL R	2011 6372 1362	YRN7807	75499	\$35.10	SOLD
SHEARIN RICHARD A	2011 23347 9999	5746DV	26686	\$41.22	BILL DISCOVERED TWICE
SHEARIN RICHARD ALLEN	2011 23347 9999	8647DV	26682	\$37.44	BILL DISCOVERED TWICE
TAYLOR QIANA O	2011 39801 2407	VRJ5542	61758	\$43.83	DMV ERROR CAR SOLD APRIL 2011
THOMAS BRYANT A	2011 31890 2447	ADE8997	75036	\$11.48	VEHICLE TURNED IN
TUNSTALL WILLIAM HUGH	2011 13777 1022	TSX5772	68775	\$7.12	SOLD
VARNADORE DIANE STEGALL	2011 9356 1343	CA36987	70711	\$35.00	SOLD
VAULT TRUST	2010 17292 2185	XNW2986	72184	\$41.80	SOLD
WILLIAMS RICHARD KEITH	2011 32341 110	XZB8596	57648	\$67.25	RELEASED TO GRANVILLE CO
YOUNG RUSSELL W	2011 23745 1897	LXA9582	71896	\$6.06	TRADED
SUB-TOTAL MOTOR VEHICLE RELEASES:				\$949.71	
SUB-TOTAL CORRECTION RELEASES:				\$ 843.39	
Total Releases				\$1,793.10	

On motion of Commissioner Richardson which was seconded by Commissioner Baker and duly carried by unanimous vote, Consent Agenda Item 6-E "Proclamation – Soil & Water Stewardship Week – April 29-May 6, 2012" was adopted:



On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Amendment # 7 to the FY 2011-2012 Warren County Budget Ordinance was adopted:

**AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE
2011/2012
Amendment No. 7**

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:

Sheriff's Department	25,984
Central Communication	8,977
Juvenile Crime Prevention Council	(8,988)
Youth Services Bureau	8,988
Total	\$ 34,961

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:

Miscellaneous Revenue	25,984
Transfer From Other Funds - E911	8,977
Total	\$ 34,961

Section 17 of the Warren County Budget Ordinance, pertaining to the Enhanced 911 fund operations of the County, shall be amended as follows:

Increase/(Decrease) Appropriations:

Transfer to General Fund	\$ 8,977
Total	\$ 8,977

Section 18 of the Warren County Budget Ordinance, pertaining to the Enhanced 911 operations of the County, shall be amended as follows:

Increase/(Decrease) Revenues:

E911 Surcharges	8,977
Total	\$ 8,977

This amendment:

- Appropriates funds to Sheriff's Department for vehicle repairs.
Funding Source: Miscellaneous Revenue - Insurance Claims
- Increase funding to the Central Communications Department for equipment.
Funding Source: E-911 Funds
- Increase funding to the Youth Services Bureau for Program Expenditures.
Funding Source: Juvenile Crime Prevention Council

Respectfully Submitted 3/12/12

Barry J. Mayo
Barry J. Mayo, Finance Director

Having held a required public hearing on Monday, March 12, 2012 at 5:15 pm to hear citizen comments regarding submission of 2011 Community Development Block Grant (CDBG) Application, it was presented for Board's action to approve application submission and acknowledge CDBG Citizen Participation Requirements.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, it was ordered to approve the submission of 2011 Community Development Block Grant Scattered Sites Housing Project Application with corrections as follows:
 Proposed Budget: Administrative Funds not to exceed \$40,000
 Revised Address: Change 108 to 180 Coplin Quarter Road

Properties included in grant application:

Reconstruction

- 172 E Kearney Road, Warrenton
- 127 Edgerton-Bryant Rd, Warrenton
- 202 Carrie Dunn Road, Wise

Rehabilitation

- 283 Axtell-Ridgeway Rd, Norlina

Alternates/Reconstruction

- 600 Tutelo Road, Warrenton
- 311 NC Hwy 43, Warrenton
- 1187 Old Macon Hwy, Macon
- 365 Tuscarora Road, Warrenton

Alternate/Substantial Rehabilitation

- 180 Davis Hyman Road, Norlina

Alternates/Rehabilitation

- 1937 Licksillet Road, Warrenton
- 607 Ernest Turner Road, Warrenton
- 634 Ernest Turner Road, Warrenton
- 556 Ridgeway Warrenton Rd, Norlina
- 180 Coplin Quarter Road, Warrenton
- 401 Division Street, Norlina

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, Community Development Block Grant (CDBG) Citizen Participation Requirements were acknowledged and authorized the Chairman to execute the necessary documents.

Having held a required public hearing on Monday, March 12, 2012 at 5:30 pm to hear citizen comments regarding text amendments to the Warren County Subdivision Ordinance “Article VIII, Section 801 Definitions”, it was presented for Board’s action.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, proposed text amendments to the Warren County Subdivision Ordinance “Article VIII, Section 801 Definitions” were adopted:

- ***PLANNED UNIT DEVELOPMENT - The planned unit development of at least ~~one hundred (100)~~ two (2) acres designed to provide for developments incorporating a single type or a variety of residential, commercial, industrial, and related uses which are planned and developed as a unit. Such development may consist of individual lots or common building sites to affecting the long-term value of the entire development.***

Having held a required public hearing on Monday, March 12, 2012 at 5:45 pm to hear citizen comments regarding amendments to the Official Zoning Map of Warren County to correct four properties zoned as RL (Residential Lakeside) as of the September 6, 2011 zoning map update, to LB (Lakeside Business) zoning district, it was presented for Board’s action.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, amendments to the Official Zoning Map of Warren County to correct four properties zoned as RL (Residential Lakeside) to LB (Lakeside Business) zoning district, were adopted.

Items referred from February 15, 2012 Board of Commissioner’s Work Session were considered as follows:

- A. Request for Easement Across Buck Springs Property – Marvin Howard
- B. Policy for Adoption of Resolutions & Proclamations – Clerk to the Board
- C. Request to Use Armory Civic Center with Fees waived – Larry Jones, Jr.
- D. FY 12 SEMAA Funding Update – Jackie Leath, Interim SEMAA Director

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by unanimous vote, County Manager Worth and County Attorney Turrentine were authorized to review request from Marvin G. Howard for easement across the Historic Buck Springs property to determine actions necessary to facilitate request.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, request from Marvin G. Howard for easement across the Historic Buck Springs property was approved subject to County Manager Worth and County Attorney Turrentine’s review and recommendations. It was stipulated that requestor is responsible for all costs related to obtaining easement including land survey.

On motion of Commissioner Baker, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Policy for Adoption of Resolutions & Proclamations was adopted as presented by Clerk to the Board:

County of Warren Proclamation Request Guidelines and Procedures

Proclamations are ceremonial in nature and are provided by the Board of Commissioners as a service to County of Warren citizens, with the goal of honoring and celebrating Warren County people and events and increasing awareness of noteworthy issues among citizens throughout the County. These public service documents are strictly honorary and are not legally binding. Issuance of a proclamation does not necessarily constitute an endorsement by the County of Warren government.

Proclamations are reviewed on a case-by-case basis to ensure compliance with these guidelines and procedures. For consistency and to ensure equitable treatment of everyone, the Board of County Commissioners will only issue a proclamation that complies with these guidelines. For additional information or questions, please contact the County Clerk’s Office at (252) 257-3115.

Motion carried, request for use of the Armory Civic Center to conduct a M.L. King, Jr. Community Banquet on Saturday, January 19, 2013 was tabled. A committee will be formulated to write a standard policy regarding granting fee waivers for use of said facility.

Jacqueline Leath, Interim Science Engineering Mathematics and Aerospace Academy (SEMAA) Director provided an update regarding FY 12 SEMAA Funding.

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by unanimous vote, Item 9-E: "Consideration of 2012 SEMAA Program Funding", was added to the March 12, 2012 agenda.

On motion of Commissioner Baker, which was seconded by Commissioner Downey it was ordered to fund 2012 SEMAA Program for Spring Session.

Motion and second were withdrawn.

On motion of Commissioner Baker, which was seconded by Commissioner Downey it was ordered to fund 2012 SEMAA Program through the Spring Session. County Manager Worth and Finance Officer Mayo were directed to work out details; funding source: fund balance.

Commissioner Baker amended her motion which was seconded by Commissioner Downey to allocate funds for SEMAA Spring Session up to, but not exceed \$43,000.

Motion, amendment to motion and second were withdrawn.

On motion of Commissioner Baker, which was seconded by Commissioner Downey and duly carried by unanimous vote, it was ordered to conduct 2012 SEMAA Spring Session. Summer Session would be addressed at a later date.

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, Gabrielle Cumming, Economic Development Director was appointed as alternate (to Chairman Ross) on the Lake Gaston Stakeholders Board.

Motion was made by Commissioner Richardson, which was seconded by Commissioner Baker to appoint Charles Jefferson to Senior Tar Heel Legislature.

Motion and second were withdrawn.

On motion of Commissioner Baker, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Charles Jefferson, representative of Senior Tar Heel Legislature was re-appointed to the Senior Center Advisory Council for a two year term expiring January 1, 2014.

On motion of Commissioner Baker, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Judith Forrest, Senior Center Participant, was re-appointed at-large on the Senior Center Advisory Council for a one year term expiring January 1, 2013.

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, By-laws for the 2011 Community Development Block Grant (CDBG) Housing Selection Committee were adopted as presented.

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by unanimous vote, W.S. Smitty Bugg was re-appointed to the Central Warren Fire Service District Board for a 4 year term expiring March 2016.

On motion of Commissioner Baker, which was seconded by Commissioner Downey and duly carried by unanimous vote, Joyce Green-Williams was re-appointed to the Central Warren Fire Service District Board for a 4 year term expiring March 2016.

On motion of Commissioner Baker, which was seconded by Commissioner Richardson and duly carried by unanimous vote, David F. Proctor was appointed to the Central Warren Fire Service District Board for a 4 year term expiring March 2016.

On motion of Commissioner Baker, which was seconded by Commissioner Jordan and duly carried by unanimous vote, William H. Tunstall was appointed to the Central Warren Fire Service District Board for a 4 year term expiring March 2016.

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by unanimous vote, Eddie Q. "Kenny" Clayton was appointed to the Central Warren Fire Service District Board for a 4 year term expiring March 2016.

County Manager Worth requested Board consider reclassifying the IT/GIS Administrator position (Salary Grade 28) in the Information Technology Department to a proposed Information Technology Administrator at Salary Grade 26. A revised job description and information on the proposed new salary grade were provided for the Board's review and consideration.

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by unanimous vote, it was approved to consider reclassification of the IT/GIS Administrator position Grade 28 in the Information Technology Department to a proposed Information Technology Administrator at Salary Grade 26.

On motion of Commissioner Baker, which was seconded by Commissioner Downey and duly carried by unanimous vote, reclassification of IT/GIS Administrator position in the Information Technology Department to Information Technology Administrator at salary Grade 26 with revised job description was approved effective April 1, 2012.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Ms. Crystal M. Smith was appointed to the position of Warren County Extension Director in the Cooperative Extension Service; effective April 16, 2012 at a salary of \$54,850 (\$19,197 Warren County's portion from lapsed salary and \$35,653 NC State University's portion). Appointment is contingent upon meeting all requirements set forth by NC State University.

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, Warren County was authorized to contract with Working Landscapes at 108 S. Main St, Warrenton to serve as Program Administrator for the Warren County Healthy Foods Program, a 24 month grant funded program through Blue Cross Blue Shield Foundation, administrative funds are included in the grant. County Manager Worth was authorized to negotiate and execute a contract with Working Landscapes to serve as Program Administrator.

In order to satisfy full disclosure, it was announced that Carla Norwood, Director of Working Landscapes is the wife of Economic Development Director Gabrielle Cumming. Grant application was originally completed by Mr. Cumming and his wife prior to Cumming's appointment as EDC Director.

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, Resolution Declaring Surplus Property & Authorizing (internet based) Auction was adopted in accordance with Article 12, NC GS 160A-268:

**RESOLUTION
SALE OF SURPLUS
WARREN COUNTY PROPERTY**

WHEREAS, the County of Warren has certain property which is no longer needed and may lawfully dispose of such property through declaring "Surplus Property" and convey or sale by auction, bid, and/or electronic advertisement.

NOW, THEREFORE, BE IT RESOLVED THAT, pursuant to Article 12, North Carolina General Statute 160A-268, the Warren County Board of Commissioners will convey or sell the following property declared Surplus Property:

- 1 - 1992 Dodge (Van) Ram 350 (140,954 miles used by Health Dept)***
- 1 - Sharp Calculator (used by Finance Office)***

BE IT FURTHER RESOLVED, The Board of Commissioners authorizes the County Manager (or designee) to dispose of this property and incur those costs incidental to convey or sell property; and that

advertising, describing the property, the method of transfer (by conveyance, sale or auction) and the date, time and place for the award of bid will be placed in the Warren Record and displayed electronically, otherwise appropriately advertised according to law.

ADOPTED this the 12th day of March 2012.

WARREN COUNTY BOARD OF COMMISSIONERS
Ulysses S. Ross, Chairman

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On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Resolution Declaring Surplus Property & Authorizing (internet based) auction was adopted in accordance with Article 12, NC GS 160A-268:

STATE OF NORTH CAROLINA
COUNTY OF WARREN

RESOLUTION
SALE OF SURPLUS
WARREN COUNTY PROPERTY

WHEREAS, the County of Warren has certain property which has been foreclosed for delinquent taxes and may lawfully dispose of such property through online auction.

NOW, THEREFORE, BE IT RESOLVED THAT, pursuant to Article 12, North Carolina General Statute 160A-268, the Warren County Board of Commissioners will sell through online auction the following real property:

<u>Property</u>	<u>Identification</u>	<u>Minimum Bid Accepted</u>	<u>Acres</u>
Parcel ID			
C2 11A	Off Harristown Road, Manson, Smith Creek Township	\$2,971	1
F7 74E	Off Baltimore Road, Warrenton, Shocco Township	\$3,108	7.23
I9 19U	Off NC Hwy 43, Warrenton, Fishing Creek Township	\$1,260	1.5

The properties will not be open for inspection and are being sold in “as is” condition with no warranties.

A minimum bid has been established per property. The Warren County Board of Commissioners reserve the right to reject any or all bids, to waive informalities, and to award bid in the opinion of the Owner in its best interest. All questions should be directed as follows:

Regarding property: Eddie Mitchum, Tax Administrator at emitchum@co.warren.nc.us, (252) 257-4158

Regarding auction: Angelena Kearney-Dunlap, Clerk-Board of Commissioners, adunlap@co.warren.nc.us (252) 257-3115

Linda T. Worth, County Manager lworth@co.warren.nc.us, (252) 257-3116 between the hours of 8:30 am – 5:00 pm, Monday thru Friday.

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

ADOPTED this the 12th day of March 2012.

WARREN COUNTY BOARD OF COMMISSIONERS
Ulysses S. Ross, Chairman

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Having been granted authority to enter into contracts up to but not to exceed \$50,000; contracts executed by the County Manager in February 2012, were presented for Board’s information.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, report of contracts approved by the County Manager in the month of February was accepted as information only.

RE: Notice of Contracts/Agreements Approved by the County Manager

Pursuant to the contracting authority granted to me by the Board of County Commissioners, please be advised that I have approved the following contractual agreements on behalf of Warren County:

Detention Center

Norment Security Group, Inc.
 621 Poole Drive
 Garner, NC 27529

This is a System Maintenance Agreement that covers the Detention Center’s security systems. Funds to accommodate the annual cost are budgeted in the Detention Center’s FY 12 Departmental Budget.

Finance Department

Progressive Business Systems, Inc.
1393 Duncan Lane, Suite 600
Auburn, GA 30011-3808

This is the Maintenance Agreement for the Finance Department's electronic check signer. Funds to accommodate the annual cost are budgeted in the Finance Department's FY 12 Departmental Budget.

Emergency Medical Services

Zoll Medical Corporation
269 Mill Rd.
Chelmsford, MA 01824

This is the Service Provider Agreement that gives Warren County EMS access to Zoll's RescueNet 12-Lead Service server to retrieve or review our EKG data. There is no charge for this service.

Emergency Medical Services cont'd

US Cellular

This is the service agreement for cell phone service for the Zoll defibrillator which requires cell phone service to transmit data to a receiving facility from the defibrillator. Funds to accommodate the cost of these services are budgeted in the EMS FY 12 Departmental Budget.

Emergency Services

NC Department of Public Safety
Division of Emergency Management

This is the Memorandum of Agreement between the Department of Public Safety, Division of Emergency Management and Warren County for a Mass Care Support Trailer. There is no cost to Warren County for this emergency management equipment. The federal government is paying the \$14,665 cost on our behalf.

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, County Manager's report of activities for February 2012 was accepted:

RE: February Status Report

Following is a recap of my work activities for the month of February 2012:

Administration

- Attended NC City & County Manager's Winter Conference (2/1-3/12)
- Prepared for and attended Board of Commissioners Regular Meeting (2/6/12)
- Attended PCB Environmental Celebration Planning Mtg. (2/8/12)
- Mtg. with rep from NC Rural Communities Assistance Program to discuss WWTP Structure (2/9/12)
- Attended Kerr Lake Regional Water System Advisory Bd. Mtg. (2/13/12)
- Mtg. with Emergency Services Director (2/14/12)
- Mtg. with Finance Director, DSS Director & Senior Ctr. Director to discuss ROAP Funding (2/14/12)
- Attended CDBG Housing Committee mtg. (2/14/12)
- Participated in conference call with NASA reps re: SEMAA (2/15/12)
- Prepared for and attended the BOC Work Session (2/15/12)
- Mtg. with Public Works Director, B&G Manager, and Recreation Director to discuss budgetary matters (2/16/12)
- Cancer Awareness Proclamation Signing (2/17/12)
- County Furlough Day (2/20/12)
- Mtg. with Chairperson of Customer Service Committee to discuss Customer Service Seminar (2/21/12)
- Mtg. with EDC Board Chair & EDC Director to discuss economic development matters (2/21/12)
- Attended Triangle North Advisory Board meeting (2/22/12)
- Mtg. with Executive Assistant & Emergency Services Director to discuss Radio System Project Statements of Qualification (2/22/12)
- Met with County Attorney to discuss legal matters (2/22/12)
- Attended CDBG Housing Committee Mtg. (2/22/12)
- Conducted monthly Department Heads meeting (2/23/12)
- Attended E911 Committee meeting (2/23/12)
- Chaired Vance-Warren-Granville-Franklin CJPP Advisory Bd. Mtg. (2/24/12)
- Met with rep from Advanced Imaging Systems to discuss document scanning (2/27/12)
- Met with reps of Arcola Fire Department, BOC Vice-Chair and Elections Director to discuss polling place issues (2/27/12)
- Attended BOC/BOE Joint Meeting (2/28/12)

- Participated in Engineering Firm interview for Radio System Project (2/29/12)

Activities

- Attended Farm Bureau Legislative Reception & Dinner (2/7/12)
- Participated in South Warren Elementary School Career Day (2/10/12)
- Black History Month Speaker at Ridgeway Baptist Church (2/12/12)
- Attended VGCC/Chamber of Commerce Business After Hours @ the Armory Civic Center (2/16/12)
- Attended Roberts Rules of Order Webinar (2/16/12)
- Attended Health Department Certification Plaque Presentation @ Health Bd. Mtg. (2/21/12)
- Participated in PCB Day at Warren Early College High School (2/28/12)

Project Updates

Construction/Renovation Projects

EMS Satellite Facility #2

EMS satellite facility #2 is 20% complete with an estimated value of \$50,000. We have had very good weather which has allowed us to move this construction forward with no delays.

CDBG Projects

2008 Scattered Site Housing CDBG Project

CI granted permission to allow this project to remain open until a handicapped ramp can be constructed at one of the homes. The ramp has been constructed by another agency at no cost to the CDBG Program. We have requested CI to officially allow us to close-out this project.

Ephraim Place Subdivision CDBG Housing Project

Warren Family Institute is still working diligently to identify potential homeowners for the four homes to be constructed in the Ephraim Place Subdivision so the CDBG portion of this project can be closed out. CI has granted the County a short-term extension to 3/31/12 to have the housing units constructed and occupied by low and moderate income persons and the close-out documents submitted to their office by March 31, 2012. If this does not happen, CI may request the County to repay the CDBG funds in the amount of \$190,000 allocated for this project.

NC Association of County Commissioner's (NCACC) requested all counties schedule a meeting with their Legislative Delegates "**Grassroots Advocacy**", to support NCACC collecting key issues for consideration during 2012 Short Session. County Manager Worth requested the Board review suggested dates and time to pick a date suited for the majority.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, County Manager Worth was directed to schedule a joint meeting with Legislative Delegates on April 5, 2012 at 4:00 pm.

Motion was amended by Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, to schedule a joint meeting with Legislative Delegates on April 2, 2012 at 4:00 pm; alternate date: April 5, 2012 at 4:00 pm.

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, it was ordered to enter into **Closed Session** in accordance with NC GS § 143-318.11(A)(3)(6) to discuss attorney-client privileged and personnel matters.

On motion of Commissioner Richardson, which was seconded by Commissioner Downey 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 Richardson, which was seconded by Commissioner Downey and duly carried, the March 12, 2012 meeting was adjourned.

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