

**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 TUESDAY, SEPTEMBER 4, 2012 AT 6:00 PM.**

The meeting 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, County Finance Officer Barry Mayo and County Attorney Karlene Turrentine.

Special Recognition was given by the Board of Commissioners to Richard “Dickie” Williams and the All-Star Girls’ Softball Team as the 2012 Dixie Angels Softball District 5 Champions:



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 Comment was as follows:

**Ernie Fleming** spoke in reference to the County Maintenance Department. He retired from government service in Guilford County; there is a commitment we make for public sector.

One department has been singled out, what other department will be selected in the future. Public Sector should be treated fairly. He supports developing a union in this area.

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, September 4, 2012 Suggested Agenda was adopted with amendments as follows:

- Added 10-B Approve revised Job Descriptions in Restructured Buildings & Grounds Department**
- Added 14-A Request to Extend Temporary Suspension on Zoning Permits for New Commercial Signs through October 1, 2012 Board Meeting**

On motion of Commissioner Richardson which was seconded by Commissioner Jordan and duly carried by unanimous vote, Consent Agenda Item 6A – Minutes of August 6, 2012 meetings were approved:

- # Public Hearing for Warren County’s Hazard Mitigation 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 July 2012 was approved:

INTEREST INCOME REPORT		
Month of July 2012		
FUND	JULY INCOME	FISCAL YEAR TO - DATE
General	410.29	410.29
Revaluation	10.84	10.84
E 911 Telephone System	10.90	10.90
Buck Spring Project	13.92	13.92
Ambulance Storage Facility	11.03	11.03
National Guard Armory	0.94	0.94
Simulcast System Upgrade	4.48	4.48
Regional Water Enterprise Fund	25.39	25.39
District I Enterprise Fund	42.29	42.29
Solid Waste	6.83	6.83
District II Enterprise Fund	32.83	32.83
District III Capital Project Fund	11.62	11.62
District III Phase II BANS	0.18	0.18
District III Enterprise Fund	6.34	6.34
Soul City Pump Station Improvements	0.18	0.18
District III Phase III	13.36	13.36
	601.42	601.42

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 July 2012 was accepted in accordance with NCGS 105-350:

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

**Current Year Collections**

Tax Year	Charge	Collected in JULY	Collected to Date	Balance Outstanding	Percentage Collected
JULY 2012 FY13	\$15,837,666	\$147,178	\$147,178	\$15,690,387	0.93
JULY 2011 FY 12	14,779,832	\$64,980	\$64,980	\$14,714,852	0.44

**Delinquent Collections**

Year	Charge	Collected	Collected to Date	Balance Outstanding	Percentage Collected
2011	\$750,198	\$53,006	\$53,006	\$697,192	7.07
2010	266,343	14,266	14,266	252,077	5.36
2009	161,091	4,304	4,304	156,787	2.67
2008	134,322	888	888	133,434	0.66
2007	133,903	573	573	133,330	0.43
2006	123,539	899	899	122,640	0.73
2005	104,284	450	450	103,834	0.43
2004	93,807	142	142	93,665	0.15
2003	80,491	520	520	79,971	0.65
2002	103,132	509	509	102,623	0.49
<b>Total Delinquent Years</b>	<b>\$ 1,951,110</b>	<b>\$75,557</b>	<b>\$ 75,557</b>	<b>\$ 1,875,553</b>	

**Other JULY Receipts**

County Penalties	\$ 9,384	\$ 9,384
Landfill User Fees	\$ 25,907	\$ 25,907
Municipalities	\$ 14,975	\$ 14,975
Fire District Taxes	\$ 13,294	\$ 13,294
Advance Taxes	0.00	0.00

<b>JULY GRAND TOTAL</b>	<b>\$ 286,295</b>	<b>\$ 286,295</b>
-------------------------	-------------------	-------------------

*Bonnie Andrews* 8/20/2012  
Bonnie Andrews Interim Tax Assessor 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 was approved in accordance with **NCGS 105-381 - TAXPAYER'S REMEDIES:**

Over \$100	9/4/2012	Date: _____
<b><u>ERROR CORRECTION RELEASES:</u></b>		
ALSTON DONALD C	2010 5293 110	52502 \$141.37 MH TORN DOWN IN 2009
ALSTON DONALD C	2011 5293 111	59811 \$131.43 MH TORN DOWN IN 2009
ALSTON DONALD C	2012 5293 200	27499 \$123.13 MH TORN DOWN IN 2009
BAKER BARBARA D	2012 39103 300 F5 36	12643 \$220.41 BOAT LISTED TWICE
CARTER HILBERT & MARY	2012 21288 301 I3D 299	7860 \$133.15 AGEX PUT ON WRONG ACC
JEFFERIES CHRISTIANA	2012 16296 200	31345 \$135.32 MH SOLD IN 2010
JEFFERIES CHRISTIANA	2011 16296 111	59832 \$145.97 MH SOLD IN 2010
JONES ANNIE E	2002 22415 102 F2 30	32773 \$665.05 PROPERTY COMBINED WITH F2/35
JONES ANNIE E	2003 22415 103 F2 30	33875 \$642.47 PROPERTY COMBINED WITH F2/35
JONES ANNIE E	2004 22415 104 F2 30	35059 \$619.74 PROPERTY COMBINED WITH F2/35
JONES ANNIE E	2005 22415 105 F2 30	37616 \$586.98 PROPERTY COMBINED WITH F2/35
JONES ANNIE E	2006 22415 106 F2 30	40485 \$554.22 PROPERTY COMBINED WITH F2/35
JONES ANNIE E	2007 22415 107 F2 30	43316 \$529.57 PROPERTY COMBINED WITH F2/35
JONES ANNIE E	2008 22415 108 F2 30	46113 \$386.56 PROPERTY COMBINED WITH F2/35
JONES ANNIE E	2009 22415 109 F2 30	49230 \$333.61 PROPERTY COMBINED WITH F2/35
JONES ANNIE E	2010 22415 110 F2 30	53033 \$309.61 PROPERTY COMBINED WITH F2/35
JONES ANNIE E	2011 22415 111 F2 30	60442 \$294.15 PROPERTY COMBINED WITH F2/35
JONES ANNIE E	2012 22415 315 F2 30	6321 \$288.22 PROPERTY COMBINED WITH F2/35
KINGSBERRY AMY HEIRS	2012 24614 302 C9 19D	22173 \$409.68 DW ALSO CHARGED ON 8320 200
KINGSBERRY AMY HEIRS	2011 24614 302 C9 19D	22173 \$389.50 DW ALSO CHARGED ON 8320 200
PEARCE DWIGHT	2012 30503 301 F5 36	11785 \$220.41 MH SOLD FOR 2012
POLK HOWELL D	2012 28255 200	26369 \$161.09 BOAT LISTED IN HALIFAX CO
SMITH MELVIN & NAOMI	2012 36346 200	26501 \$221.10 MH ASSESSED TWICE
TEXTRON FINANCIAL GROUP	2012 33217 200	29127 \$140.94 OUT OF BUSINESS FOR 2012
WILKINS ULYSSES C SR	2012 43736 200	29707 \$121.80 ONLY 1 MH
WRIGHT HAYWOOD	2012 45726 302	19580 \$195.85 DO NOT OWN MH
<b>SUB-TOTAL ERROR CORRECTIONS:</b>		<b>\$8,101.33</b>
<b><u>MOTOR VEHICLE RELEASES:</u></b>		
WALKER STEVEN N	2012 37056 2263 AHJ2838	63238 \$120.68 RELEASED TO HALIFAX CO
<b>SUB-TOTAL MOTOR VEHICLE RELEASES:</b>		<b>\$120.68</b>
<b>SUB-TOTAL CORRECTION RELEASES:</b>		<b>\$8,101.33</b>
<b>Total Releases</b>		<b>\$ 8,222.01</b>
<b><u>LANDFILL USER FEE RELEASES:</u></b>		
CONNELL W A JR HEIRS	2012 7948 300 E5 195B	17986 \$57.50 CLERICAL ERROR/ NO LFUF
HARMON ROBBY L & TAMMIE C	2012 17509 300 D4 75B	17392 \$115.00 NO LONGER HAS MH
OVERBY WILBERT A	2012 29625 327 B9 50	8585 \$460.00 NO MH'S ON PROP
PALMER BARBARA H & JOHN C	2012 23696 301 C2 38	8177 \$115.00 HSE BURNED DOWN
<b>TOTAL LFUF RELEASES:</b>		<b>\$747.50</b>
<b>Total Releases</b>		<b>\$ 8,969.51</b>

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

Under \$100	9/4/2012	Date: <u>8/27/12</u>
<b><u>ERROR CORRECTION RELEASES:</u></b>		
<b>NAME</b>	<b>Year ACCT#</b>	<b>MAP # RECORD # AMOUNT REASON</b>
BARDEN RICHARD & EVELYN	2012 21288 300	K2C 59 8275 \$ 65.94 BOAT OVER ASSESSED
BIDDLE LARY A	2012 30345 200	28815 \$ 19.04 BOAT OVER ASSESSED
BRANTON FRED A & NELLIE H	2012 1399 300	JAS 66 18421 \$ 18.53 BOAT OVER ASSESSED
BROWNE CHARLES S & LINDA	2012 5988 300	H1D148 9165 \$ 38.71 BOATS OVER ASSESSED
BROWN DONALD R	2012 28096 200	26020 \$ 54.27 BOAT OVER ASSESSED
CLEMENTS PHILLIP T & NANCY	2012 5932 300	H1C242 21588 \$ 44.78 BOAT OVER ASSESSED
CORKRAN RICHARD L III & KATH	2012 14812 303	L2A 53 5355 \$ 14.35 BOAT OVER ASSESSED
DEARINGER MAX H	2012 33400 200	29172 \$ 62.06 BOAT SOLD JULY 2011
DRAKE DONALD E & ALICE J	2012 20071 303	I3D443 16361 \$ 19.25 BOATS OVER ASSESSED
FRECH DONALD & CATHERINE	2012 15223 324	L2D272 4628 \$ 2.11 BOAT OVER ASSESSED
GLOBAL TEL LINK CORP	2012 36701 200	28842 \$ 13.12 BUSINESS ASSESSED TWICE
HOFFMAN LARRY J & ELAINE	2012 31747 300	I2C 15 2433 \$ 21.12 BOAT OVER ASSESSED
HONEYCUTT ANTHONY O & THE	2012 3525 300	I2A 81 1453 \$ 4.39 BOAT OVER ASSESSED
HUCKS TERRY & HEIDIE	2012 8188 300	K3D114 5455 \$ 68.64 BOAT OVER ASSESSED
KATZENELSON JONATHAN	2012 25855 300	H2 19D 21899 \$ 47.07 BOAT OVER ASSESSED
KRUEGER S D	2012 18982 300	L4C 33 12749 \$ 34.80 BOAT MOVED TO KY
LAKE GASTON FITNESS CENTER	2012 18746 200	30584 \$ 38.19 OUT OF BUSINESS SINCE 2011
LANDEN DIANE E	2012 9379 300	L3B 11 1427 \$ 20.49 LISTING FORM WAS IN ON TIME
LEWIS MICHAEL ALAN	2012 22358 300	J2B 43 6019 \$ 47.75 BOATS OVER ASSESSED
LYNCH BLONDELL RICHARDSON	2012 19319 300	J11 161 22920 \$ 2.00 NO DOG
MAIL FINANCE	2012 33182 200	29089 \$ 5.73 CHARGED TWICE/ALSO RECN 29098
MOSELEY WILLIAM WARD TRUST	2012 28115 300	J2A 47 10212 \$ 11.45 BOATS OVER ASSESSED
NC STRUCTURAL DETAILERS	2012 34330 200	29867 \$ 14.93 OUT OF BUSINESS 12/2011
PHILLIPS JAMES E & DIANE L	2012 23272 300	L3B100 9779 \$ 23.52 BOAT OVER ASSESSED
POFFENBERGER DAVID	2012 32345 200	28486 \$ 70.88 BOAT OVER ASSESSED
ROGERSON MELINDA	2012 18746 200	30584 \$ 38.19 BUSINESS SOLD IN 2011
ROSS BECKY A	2012 35274 300	L2B 105 15523 \$ 2.00 NO DOG
STARBUCK GROVER T	2012 28016 300	K2A 88 15179 \$ 2.00 NO DOG
STOLZE MARTIN & ANNETTE	2012 28157 200	29246 \$ 22.03 BOAT OVER ASSESSED
TAUNTON, HAROLD & KATHERINE	2012 19853 200	27166 \$ 96.80 BOATS OVER ASSESSED
URBANYI ARTHUR & SANDRA H	2012 1358 300	K2A 28 4490 \$ 16.17 BOAT OVER ASSESSED
VALERIO BEVERLY & VINCE	2012 7614 300	I2A 91 20112 \$ 60.51 BOAT OVER ASSESSED
WARREN CO HABITAT FOR HUM	2012 29656 300	D4 17 5246 \$ 75.68 HOUSE TORN DOWN 2011
WEAVER WILLIAM E & LOIS A	2012 3895 300	K3D130 2580 \$ 47.25 DOES NOT OWN A BOAT/NONE LISTED
WELLS HARVEY	2012 38449 200	26817 \$ 16.08 DIDN'T RECEIVE LISTING FORM
WESSEL EDWARD & DEBBIE	2011 18122 300	K2D 89 15225 \$ 53.12 WRONG VALUE
WESSEL EDWARD & DEBBIE	2012 16122 300	K2D 89 15225 \$ 55.51 WRONG VALUE
WILLIAMS MARY TAYLOR	2012 24397 300	H2 40D 21142 \$ 2.00 NO DOG
WOLFGANG RICHARD	2012 12905 200	30621 \$ 73.28 BOAT OVER ASSESSED
<b>SUB-TOTAL ERROR CORRECTIONS:</b>		<b>\$1,321.72</b>

**MOTOR VEHICLE RELEASES:**

BURTCHELL ALAN W JR	2011 7884 1945	MWX5474	81827	\$4.56	GAVE AWAY
CHRISTMAS AZZIE S	2011 17630 1386	SWP5184	85847	\$31.20	SOLD
CLARK MARION M	2011 8518 1947	AAH1564	80474	\$6.24	SOLD
COOPER LOTTIE C	2011 10052 2550	YVT2345	87031	\$76.68	SOLD
COOPER MILTON G	2011 2187 2850	AAH4413	83625	\$77.36	SOLD
GARDNER RICK L	2011 21703 2064	PTR8370	83039	\$49.83	SOLD
GIBSON MICHAEL DALE	2012 36681 1206	ZB5577	65887	\$2.24	RELEASED TO HALIFAX CO
HARRIS HEAVY HAULING LLC	2011 9188 1642	CA1788	82617	\$22.22	SOLD
JOHNSON DANIEL M	2011 22006 2354	CA48487	80881	\$45.67	MOVED TO FL
JOHNSON DANIEL M	2011 22006 2181	VWX3383	77744	\$30.52	MOVED TO FL
MILLER SAMIRA N	2011 31454 110	XTJ4736	62304	\$25.97	TRADED
PEARCE DWIGHT	2012 30503 2649	AMH4482	67130	\$ 2.76	LIVE IN CITY LIMITS/NOT TOWN
ROBINSON METRICIA	2011 34814 1754	TSM8108	86235	\$17.32	SOLD
SERAPHIN WILLIAM F	2011 9413 1162	VRJ6311	65843	\$2.43	SOLD
SPIES KIM LEE	2011 5469 1527	SRK8951	66008	\$9.27	SOLD
TAYLOR QIANA O	2011 39801 2439	AAH4787	86920	\$57.24	SURRENDERED
VITALE VITO A	2011 36442 2812	4T8579	87083	\$21.15	SOLD
WALKER STEVEN N	2012 37056 1429	PSR9239	62404	\$19.41	RELEASED TO HALIFAX CO
WALKER STEVEN N	2012 37056 1834	PSR9289	82809	\$38.85	RELEASED TO HALIFAX CO
WALKER STEVEN N	2012 37056 1895	PSR9238	62970	\$62.80	RELEASED TO HALIFAX CO
WILLIAMS SHIRLEY A	2011 16056 111	NWH7894	57188	\$10.53	TRADED
YANCEY LAURICA R	2011 19746 1360	SWP8501	85841	\$32.40	GAVE AWAY
YOUNG JASON A	2011 34971 111	WNK2887	58005	\$12.58	SALVAGEABLE TITLE

**SUB-TOTAL MOTOR VEHICLE RELEASES:**

**\$657.13**

**SUB-TOTAL CORRECTION RELEASES:**

**\$ 1,321.72**

**Total Releases**

**\$1,978.85**

On motion of Commissioner Richardson which was seconded by Commissioner Jordan and duly carried by unanimous vote, Consent Agenda Item 6E – Proclamation – 9/11 National Day of Service & Remembrance was adopted:



**WARREN COUNTY BOARD OF COMMISSIONERS**

602 WEST RIDGEWAY STREET  
POST OFFICE BOX 619  
WARRENTON, NORTH CAROLINA 27589

**County of Warren  
Proclamation**

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

Linda T. Worth  
County Manager

Angelena Kearney-Dunlap  
Clerk to the Board

**WHEREAS**, in an unprovoked and senseless act of terrorism, four civilian aircraft were hijacked on September 11, 2001, and crashed in New York City, Pennsylvania and the Pentagon, resulting in a momentous loss of innocent U.S. lives of all heritages; and

**WHEREAS**, while we still continue to recover from the loss of innocent lives, the spirit of the U.S. has been revitalized, giving way to expressions of patriotism; and

**WHEREAS**, inspired by the heroism of our nation's public service personnel, military service members and countless volunteers, our nation found unity and strength; and

**WHEREAS**, from the tragedy of September 11 emerged a stronger nation, renewed by the spirit of national pride, and a true love of country; and

**WHEREAS**, Americans also have fought back against terror by choosing to overcome evil with good by loving their neighbors as they would like to be loved, contributing to relief efforts, and volunteering their time to aid those in need;

**NOW, THEREFORE, BE IT RESOLVED** by the Warren County Board of Commissioners September 11, 2012, is hereby proclaimed:

**9/11 NATIONAL DAY OF SERVICE AND REMEMBRANCE**

in the County of Warren and all citizens are urged to recognize the heroism of firefighters, rescue and law enforcement personnel, military service members and the many volunteers who respond to tragic events with courage, selfless compassion, determination and skill; and to remember the victims and innocent lives lost as a result of the tragic events on September 11, 2001.

*This the 4<sup>th</sup> day of September 2012.*



Phone: (252) 257-3115  
Fax: (252) 257-5971  
www.warrencountync.com

ATTEST:

Angelena Kearney-Dunlap, Clerk

Ulysses S. Ross, Chairman  
Warren County Board of Commissioners

On motion of Commissioner Richardson which was seconded by Commissioner Downey and duly carried by unanimous vote, Amendment # 11 to the National Guard Armory Renovation Project Ordinance was adopted:

**CAPITAL PROJECT ORDINANCE  
WARREN COUNTY  
NATIONAL GUARD ARMORY RENOVATION PROJECT  
(Amendment No. 11)**

**Section 3** of the above referenced project ordinance shall be amended as follows:

Increase/Decrease Revenues:

Sales Tax Refund	\$ 17,145
Investment Income	<u>266</u>
<b>Total</b>	<b>\$ 17,410</b>

**Section 4** of the above referenced project ordinance shall be amended as follows:

Increase/Decrease Appropriations:

Administration	(117)
Additional Services	752
Contingency	(2,864)
Transfer to Other Funds - General Fund	<u>19,640</u>
<b>Total</b>	<b>\$ 17,410</b>

This amendment adjust the budget to the actual cost of the project, closes the project and transfers remaining funds to the general fund to pay debt.

Respectfully Submitted 09/04/2012

Barry J. Mayo  
Barry J. Mayo, Finance Director

On motion of Commissioner Richardson which was seconded by Commissioner Baker and duly carried by unanimous vote, Amendment # 2 to the FY 2012-13 Warren County Budget Ordinance was adopted:

**AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE  
2012/2013  
Amendment No. 2**

**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:

Board of Elections	15,160
Buildings, Grounds & Maintenance	(33,720)
Cooperative Extension Service	4,195
DSS Administration	29,525
Rural Operating Assistance Program	(7,140)
Parks and Recreation	1,334
Transfer to the General Fund	<u>17,410</u>
<b>Total</b>	<b>\$ 26,764</b>

**Section 2** of the Warren County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Revenues:

Restricted Intergovernmental - DSS	(7,140)
Miscellaneous Contributions	1,334
Transfer from Other Funds	17,410
Fund Balance Appropriated	<u>15,160</u>
<b>Total</b>	<b>\$ 26,764</b>

**This amendment:**

- appropriates funds to Cooperative Extension for installation of heating system.  
Funding Source: Buildings, Grounds and Maintenance - Contingency
- appropriates funds to Department of Social Services for carpet replacement and carpet repairs.  
Funding Source: Buildings Grounds and Maintenance - Contingency
- appropriates funds to Department of Social Services for cooling tower replacement.  
Funding Source: Buildings, Grounds and Maintenance - Major Building Repair
- amends Rural Operating Assistance Program budget to reflect the actual amount appropriated by NC DOT and realigns funds based on the State allocation.
- appropriates funds to the Parks and Recreation Department for program supplies.  
Fund Source: Private Contributions
- appropriates funds to the General Fund for debt service payments as the National

Guard Armory Renovation Project is closed.

Fund Source: National Guard Armory Renovation Project

- appropriates funds to the Board of Elections for election equipment hardware/software maintenance and licensing 5 year agreement as approved at the August 6, 2012 Commissioners meeting.

Fund Source: Fund Balance Appropriated

Respectfully Submitted 09/04/2012

Barry J. Mayo

Barry J. Mayo, Finance Director

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, Ted Echols was appointed to a second (2<sup>nd</sup>) term on the Planning Board on recommendation of Ken Krulik, Planner/Zoning Administrator. Term expires March 2015.

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, Barney Watson was appointed to his first (1<sup>st</sup>) term on the Planning Board on recommendation of Ken Krulik, Planner/Zoning Administrator. Term expires March 2015.

A request for Building Permit Fee Waiver in the amount of \$3,405.60 was submitted for consideration from Dr. Ray V. Spain, Superintendent of Warren County Public Schools. Installation of a modular unit at Warren Early College High School on Vance Granville Community College (VGCC) Warren County Campus was pending subject to said approval.

On motion of Commissioner Baker, which was seconded by Commissioner Richardson and duly carried by unanimous vote, request for \$3,405.60 building permit fee waiver for installation of a modular unit at Warren Early College High School was approved.

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by unanimous vote, revised Job Description for Veterinary Technician/Program Coordinator at Animal Control Department was adopted as presented by Human Resources Manager Elgin Lane.

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by unanimous vote, revised Job Descriptions for four (4) positions in the Restructured Buildings & Grounds Maintenance Department (effective December 1, 2012) were approved as presented by Human Resources Manager Elgin Lane:

1. Buildings & Grounds Manager
2. Buildings & Grounds Supervisor
3. Buildings & Grounds Maintenance Worker II
4. Buildings & Grounds Maintenance Worker I

Macon Robertson, Public Utilities Director presented Change Order # 1 Intermediate Adjusting for Original Contract Quantities and Estimated Construction Cost of Additional Water Main Section in Water & Sewer District 3, Phase III water system improvements project. Change Order was submitted for Board's review and action regarding contract increase by \$338,529.13 for increase in unit price.

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, it was ordered to approve Change Order #1 to Water & Sewer District 3, Phase III Water System Improvements Project, with \$338,529.13 increase in unit price. County Manager Worth and County Attorney Turrentine were authorized to execute easements and related documentation. **FUNDING SOURCE:** Funds remaining in the Project Budget

Clerk to the Board informed the Board that request for bids were sent out to approximately 24 area dealerships, by e-mail and fax for year 2013 vehicles:

Sheriff's Office:	six (6) Dodge Chargers with police packet
	one (1) Ford Explorer 4x4 with police packet

Animal Control: one (1) Ford F-150 Truck 4x2 long bed  
 Emergency Medical Services: one (1) Ford Explorer 4x4

(After request for bids were submitted, EMS expressed preference to lease/purchase a Suburban under state contract from Bobby Murray Chevrolet of Raleigh at \$37,122.10).

**Bids were received August 20, 2012 as follows:**

WARREN COUNTY  
 NORTH CAROLINA

PROJECT NAME: Vehicles 2013 DATE: 8-20-12

**BID TABULATION**

VENDOR/CONTRACTOR	BASE BID	REMARKS
Capital Ford Raleigh - Ford Explorer - Law	25134.00	✓
Capital Ford Rocky Mount - Ford Explorer - Law	27382.00	
Capital Ford Raleigh Dodge Charger - Law	Bid	
Capital Ford Rocky Mount Dodge Charger - Law	Bid	
Capital Ford Raleigh Ford Explorer EMS	25134.00	✓
Capital Ford Rocky Mount Ford Explorer EMS	27382.00	
Capital Ford Raleigh Ford F150 - Animal	14947.00	✓
Capital Ford Rocky Mount Ford F150 Animal	17478.00	

This is to certify that the bids tabulated herein were publicly opened and read aloud at 10 AM on the 20<sup>th</sup> day of August, of 2012, at the Office of the County Manager, Warren County, Warrenton, NC.

*A. Keamy Durlif*

*Julie J. Dunt*  
 County Manager *8/21/12*

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, Ilderton Chrysler of High Point, NC was designated as dealership to lease/purchase six (6) 2013 Dodge Chargers (with police packet) at state contracted price of \$22,024 each (\$132,144 total for six) for Sheriff's Office. Funding Source: FY 13 Sheriff's Department Budget

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, Capital Ford of Raleigh, NC was awarded bid for lease/purchase of one (1) 2013 Ford Explorer 4x4 (with police packet) at a cost of \$25,134 for Sheriff's Office. Funding Source: FY 13 Sheriff's Department Budget

On motion of Commissioner Baker, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Capital Ford, Inc. of Raleigh, NC was awarded bid for lease/purchase of one (1) 2013 Ford F-150 Long Bed 4x2 Truck at a cost of \$14,947 for the Animal Control Department. Funding Source: FY 13 Animal Control Department Budget

On motion of Commissioner Baker, which was seconded by Commissioner Downey and duly carried by unanimous vote, Bobby Murray Chevrolet of Raleigh, NC was designated as dealership to lease/purchase one (1) Chevrolet Suburban at a cost of \$37,122.10 for Emergency Medical Services (EMS). Funding Source: FY 13 EMS Department Budget

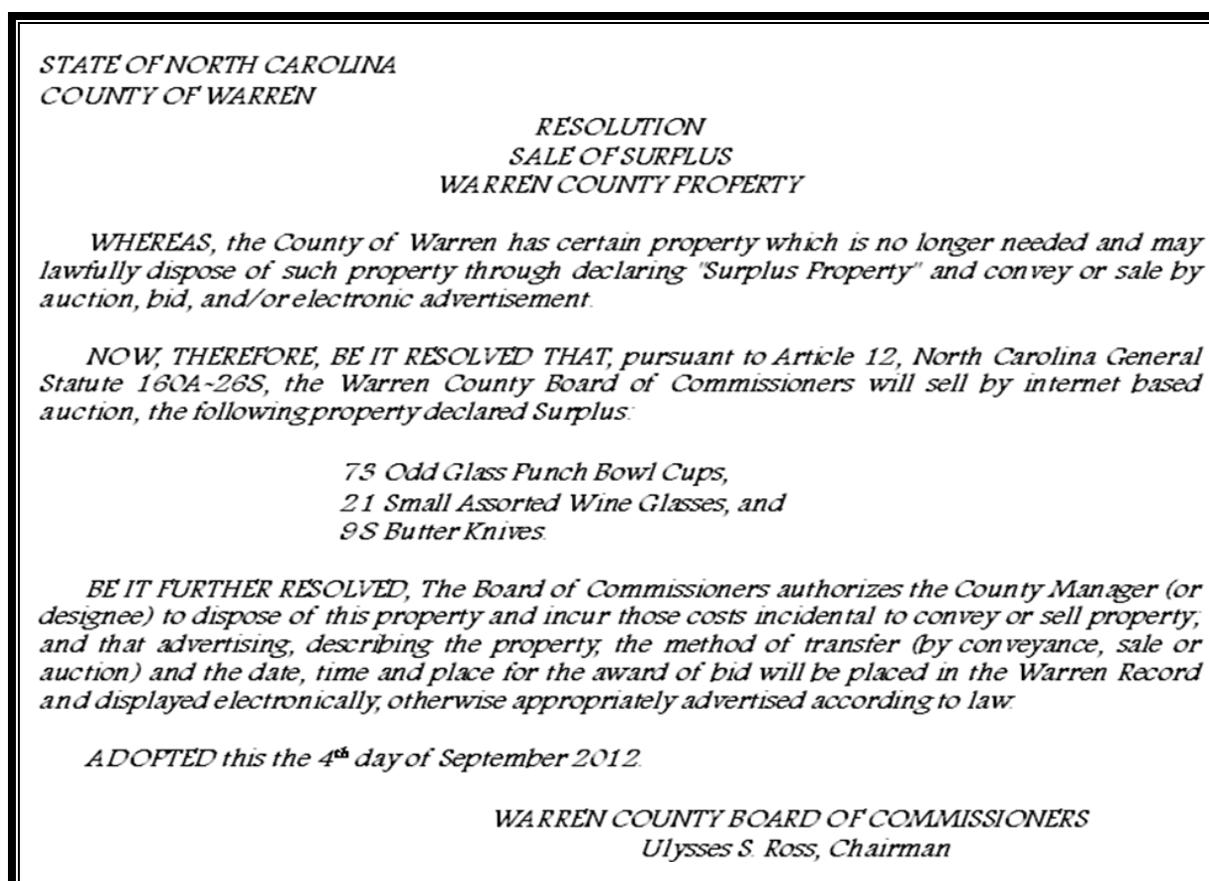
Ms. Carnetta Cheek placed a bid of \$1,439.31 on tax foreclosed property (tax parcel C9 18D - Royster Lane, Norlina). Said property had been offered at auction on at least 2 separate occasions by the Clerk to the Board, but received no bid. Outstanding fees on the property were \$1,939.31, therefore; item was presented for Board of Commissioner's consideration and action.

County Manager Worth recommended accepting Ms. Cheek's bid of \$1,439.31 so property would be placed back on the tax role.

On motion of Commissioner Baker, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Ms. Carnetta Cheek's bid of \$1,439.31 was accepted for tax property ID C918D - Royster Lane, Norlina.

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by unanimous vote, "Resolution Declaring Surplus Property & Authorize Online

Auction” related to Cooperative Extension Service property that was no longer used or needed by its programs was adopted:



Marshall Brothers, Public Works Director was authorized during the July 9, 2012 Board meeting to conduct sealed bid auction of surplus Trash Compactor. It was reported to the Board of Commissioners that said item received a bid of \$7 per 100 lbs (total \$1,524.60) from C&J Auto Used Parts of Eaton Ferry Road. Item was awarded and proceeds from the sale have been received. This information was submitted for the Board’s information only.

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, report of award to C&J Auto Used Parts of Eaton Ferry Road on sealed bid auction of surplus Trash Compactor (\$7 per 100 lbs - total \$1,524.60) was received as information only.

Having adopted during the June 4, 2012 regular meeting, a Resolution Enacting A Temporary Suspension on Zoning Permits For New Commercial Signs in the Zoned Areas of Warren County For The Purpose of Revising the Warren County Zoning Ordinance, effective June 5, 2012 and Continuing Until 5:00 pm September 4, 2012; Ken Krulik, Planner/Zoning Administrator requested the Board extend suspension through October 1, 2012 to close of regular monthly Board meeting.

Commissioner Baker made a motion to honor request from Planning & Zoning Department to schedule a public hearing on revised Zoning Ordinance.

Commissioner Baker withdrew her motion.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, request to extend temporary suspension on Zoning Permits for new commercial signs through October 1, 2012 at close of monthly Board of Commissioners’ meeting was approved.

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, a public hearing was scheduled for Monday, October 1, 2012 at 5:45 pm to hear citizen comments regarding amendments to the Warren County Zoning Ordinance.

Warren County Manager Linda T. Worth requested appointment of Mr. Maurice Halstead, Veterans Service Administrative Assistant to the position of Interim Veterans Administrator until

such time as the vacant position is filled. It was recommended to increase Mr. Halstead's base salary by \$5,000 to compensate for extra duties and responsibilities.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, Mr. Maurice Halstead, Veterans Service Administrative Assistant, was appointed to the position of Interim Veterans Administrator effective September 1, 2012, until such time as the vacant Veterans Administrator position is filled. Annual salary was increased by \$5,000 to compensate for extra duties and responsibilities. FUNDING SOURCE: Lapsed Salaries/Fringes in the Veterans Service departmental budget

County Manager Worth, having been granted authority to approve contracts up to but not to exceed \$50,000, made the following report on Contracts Approved during August 2012:

**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:

**Board of Elections**

Election Systems & Software, LLC  
3713 Trent Rd.  
New Bern, NC 28562

I have approved the five-year agreement with Election Systems & Software, LLC for hardware maintenance and software maintenance and support services for the Board of Elections Office. Funds were appropriated by the Board of Commissioners at the Board's 8/6/12 meeting to pay for these contracted services.

**Simulcast Radio System Project**

State of NC  
Department of Administration  
State Property Office  
1321 Mail Service Center  
Raleigh, NC 27699-1321

I have signed off on the Memorandum of Lease, Ground Lease Agreement, and Sublease Agreement to lease .51 acre of land together with an .28 acre easement for ingress and egress to the State of NC for construction of a radio tower that will be used to house equipment to upgrade Warren County's emergency radio communication system. The lease is for an initial period of 25 years with two additional 25-year renewal periods.

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by unanimous vote, report on August 2012 County Manager executed contracts was accepted.

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by unanimous vote, County Manager's Status Report for August 2012 was accepted:

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

**Administration**

- Attended Public Works' surplus property bid opening (8/1/12)
- Prepared for and attended Board of Commissioners Public Hearing and Regular Meeting (8/6/12)
- Triangle North Advisory Board Conference Call (8/8/12)
- Mtg. with EDC and Cooperative Extension Directors to discuss various issues (8/7/12)
- Mtg. with Sheriff, Detention Administrator, Interim DSS Director, and CSE Supervisor to discuss GPS monitoring of child support offenders (8/7/12)
- Telephone interview re: Soul City Project (8/8/12)
- Mtg. with EDC Director to discuss Peck Property (8/10/12)
- Participated in HR Technician interviews (8/13/12)

- Viewed NADO webinar re: Sequestration (8/13/12)
- Attended CDBG Compliance Work Shop in Raleigh (8/15/12)
- Made Presentation to Warren County School System Personnel (8/20/12)
- Mtg. with Public Utilities Director and Rivers & Associates to discuss public utilities projects (8/21/12)
- Attended Environmental Justice Planning Committee Mtg. (8/21/12)
- Attended Kerr-Tar COG Advisory Board meeting (8/23/12)
- Interview re: Soul City Project (8/24/12)
- Participated in Senior Center Director interviews (8/27/12)
- Participated in Emergency Management Table Top Exercise at Glen Raven (8/29/12)
- Attended DSS NC Fast Readiness Assessment Meeting (8/30/12)
- Attended Environmental Justice Planning Committee Mtg. (8/30/12)

#### **Activities**

- Attended Soul City VFD Annual Family Day (8/4/12)
- Attended NCACC Annual Conference in Raleigh, NC (8/16-19/12)
- Attended Retirement Reception for Stella Rideout longtime DSS employee (8/29/12)

#### **Project Updates**

##### **Construction Projects**

##### **EMS Satellite Facility #2**

EMS satellite facility #2 is approximately 90% complete. The interior is complete with ceiling tiles and carpet remaining to be completed; scheduling technology and telephone wiring and grading and paving/stoning of driveways/parking lot. Completion date estimated to be 9/15/12.

##### **CDBG Projects**

##### **2012 Scattered Site Housing Project**

Bids have been awarded for several water hook-ups and urgent housing repairs that are part of this project.

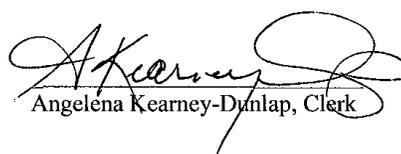
##### **Ephraim Place Subdivision**

We have submitted a construction contract to Community Investment & Assistance (CI) for the construction of the first home in Ephraim Place Subdivision. The prospective homeowners have received preliminary loan approval from a mortgage home lender. We have not yet received confirmation from CI if this will be sufficient to waive the requirement for repayment of the CDBG grant received for this project.

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 *GS § 143-18.11(a)(3) to discuss Attorney-Client Privileged Information.*

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 September 4, 2012 meeting.

With no further business to discuss and on motion of Commissioner Richardson which was seconded by Commissioner Downey and duly carried, the September 4, 2012 Board of Commissioners meeting was adjourned.

  
 Angelena Kearney-Dunlap, Clerk