

MINUTES FROM A 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 MONDAY, NOVEMBER 5, 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.

A moment of silence was 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:

Duane Putnam of Warren Plains Rd – thanked the Board for the opportunity to speak concerning Open Records: he made a "request concerning documents in county attorney's hands, not being a county employee the attorney has no bearing on release of county documents. In Womack –vs- Kitty Hawk, the court decided in favor of Kitty Hawk. Documents from county had previously been sent by certified mail return receipt requested. Documents were refused and unopened. Attorney Turrentine sent information certified return receipt; documents were returned unopened. Finally, documents were accepted and response made. This does not meet requirements and the expectation of the department head, the county will be charged time and expense for both certified mail and letters sent by FedEx. Attorney Turrentine never did get the citation delivered by service of process as requested in the first place."

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, November 5, 2012 Suggested Agenda was adopted with amendment:

Added Item # 13-B - Resolution Declaring & Authorizing Auction of Surplus Tax Foreclosed Property

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

October 1st – Public Hearing – Amendment to Zoning Ordinance

October 1st – Regular Monthly Meeting

October 17th – Special Meeting

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

**INTEREST INCOME REPORT
Month of September 2012**

FUND	SEPTEMBER INCOME	FISCAL YEAR TO - DATE
General	337.92	1,130.96
Revaluation	8.30	28.10
E 911 Telephone System	9.68	29.68
Buck Spring Project	10.65	36.08
Ambulance Storage Facility	9.42	31.28
National Guard Armory	0.72	2.43
Simulcast System Upgrade	3.43	11.62
Regional Water Enterprise Fund	20.82	67.30
District 1 Enterprise Fund	33.72	111.08
Solid Waste	6.45	17.37
District II Enterprise Fund	27.03	87.14
District III Capital Project Fund	8.89	30.12
District III Phase II BANS	0.14	0.47
District III Enterprise Fund	9.85	21.77
Soul City Pump Station Improvements	0.14	0.47
District III Phase III	10.23	34.64
	497.39	1,640.51

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, Consent Agenda Item 6C – Tax Collector’s Report for September 2012 was accepted in accordance with NCGS 105-350:

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

Current Year Collections

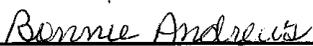
Tax Year	Charge	Collected in SEPT	Collected to Date	Balance Outstanding	Percentage Collected
SEPTEMBER 2012 FY13	\$15,912,717	\$1,744,681	\$1,891,859	\$14,020,858	11.89
SEPTEMBER 2011 FY 12	\$15,246,829	\$16,177	\$1,682,638	\$13,564,191	11.04

Delinquent Collections

Year	Charge	Collected	Balance	Percentage	
2011	\$751,065	\$50,518	\$103,524	13.78	
2010	266,343	11,828	26,094	9.80	
2009	161,091	5,109	9,413	5.84	
2008	134,322	6,536	7,424	5.53	
2007	133,903	353	926	0.69	
2006	123,539	179	1,078	0.87	
2005	104,284	44	494	0.47	
2004	93,807	141	283	0.30	
2003	80,491	266	645	0.80	
2002	103,132	272	781	0.76	
Total Delinquent Years	\$ 1,951,977	\$75,246	\$ 150,662	\$ 1,801,312	

Other SEPT Receipts

County Penalties	\$ 11,651	\$ 21,035
Landfill User Fees	\$ 126,682	\$ 152,589
Municipalities	\$ 60,054	\$ 75,029
Fire District Taxes	\$ 84,036	\$ 97,330
Advance Taxes	\$ 145	\$ 145
SEPTEMBER GRAND TOTAL	\$ 2,102,495	\$ 2,368,649


 Bonnie Andrews Interim Tax Assessor 10/29/2012
 DATE

On motion of Commissioner Richardson, which was seconded by Commissioner Baker 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	11/5/2012	Date: _____
<u>ERROR CORRECTION RELEASES:</u>		
BORCHARDT SHERYL A	2012 36863 300 B10 23C	21761 \$501.00 DW CHARGED TWICE
LEE GREGORY	2012 27913 300 H12 3	381 \$134.53 AGEX LEFT OFF BY MISTAKE
RICHARDSON HELEN	2012 10773 300 I9 33C	17828 \$134.76 SOLD MH TO ERICA EVANS 2010
WARREN COUNTY	2010 2267 110 C5 109	52938 \$281.11 SOLD IN AUCTION/DIFF IN TAX BAL
WARREN COUNTY	2009 2267 109 C5 109	49162 \$319.05 SOLD IN AUCTION/DIFF IN TAX BAL
WILLIAMS EUGENE & DELOIS	2011 44030 330 J10 55	13498 \$339.81 PROP INCORRECTLY ASSESSED
SUB-TOTAL ERROR CORRECTIONS:		\$1,710.26
<u>MOTOR VEHICLE RELEASES:</u>		
CARTER HILBERT A	2012 21288 2680 1734DV	72745 \$155.35 TAX EXEMPT/SERVICE RELATED
EDMUNDS HARRY A	2012 27709 2833 2695DV	69009 \$242.98 SOLD
EDWARDS JENNIFER MARIE	2012 6586 111 AJP6609	57034 \$112.93 DOESNT LIVE IN TOWN OF NORLINA
ENTERPRISE FM TRUST	2012 33610 2525 YPZ4291	68701 \$ 130.50 DMV ERROR
JACKSON CLAUDE T	2012 14048 111 VSJCT	55624 \$ 101.50 SOLD
LOYD WILLIAM R JR	2012 25727 2542 WSK9560	68718 \$113.65 DMV ERROR
SANDERS MARK W	2012 37303 3201 ALL6620	69377 \$ 155.74 RELEASED TO HALIFAX CO
SHINN STEPHEN R	2012 37448 2424 FIZICS	72489 \$ 120.68 RELEASED TO HALIFAX CO
STEVENSON JORDAN TYLER	2012 33162 3030 YSH2370	69206 \$ 110.46 DMV ERROR
VITALE VITO A	2012 26083 2597 AMH5885	72662 \$ 100.90 SOLD
SUB-TOTAL MOTOR VEHICLE RELEASES:		\$1,344.69
SUB-TOTAL CORRECTION RELEASES:		\$1,710.26
Total Releases		\$ 3,054.95
<u>LANDFILL USER FEE RELEASES:</u>		
ALLEN ROBERT V & PEGGY C	2012 613 315 E4 35	193 \$ 115.00 NO ELECTRICITY
ALSTON ANGELA D & CALVIN E	2012 14472 300 D6 75N	18854 \$ 115.00 NO LFUF/PRIVATE HAULER
ALSTON VIOLA	2012 1620 200 H10 28	26638 \$ 115.00 NO ELECTRICITY
BEDDINGFIELD NIKITIA	2012 3002 200	31302 \$ 115.00 NO ELECTRICITY
CAMPBELL SYLVIA E & GEORGE L	2012 6097 301 H4 5F1	19434 \$ 115.00 NO LFUF/PRIVATE HAULER
CARROLL ALICE B HEIRS	2012 7012 300 B8 70	2251 \$ 115.00 NO LFUF/NO ELECTRICITY
CHEEK FREDERICK L & OTHERS	2012 8126 300 F10 8	2608 \$ 115.00 NO ELECTRICITY
CHILDRESS JAMES E LIVING TRUST	2012 35851 301 H1B 82	6132 \$ 115.00 NO ELECTRICITY
COFFMAN SHARON & ROBERT DAVIS	2012 37000 300 I3D306	1033 \$ 115.00 NO LFUF/PRIVATE HAULER
CONNER PATRICIA B	2012 4599 300 J2A 91	696 \$ 115.00 NO ELECTRICITY
DURHAM LOUISE V	2012 12512 300 C6 56	5430 \$ 115.00 NO ELECTRICITY
ELLINGTON BONNIE S	2012 14876 300 I9 18A	9787 \$ 115.00 NO ELECTRICITY
GIBBS JOSEPH T JR & LINDA L	2012 11976 300 J2A 78	13926 \$ 115.00 NO LFUF/PRIVATE HAULER
HARRIS W DENNIS JR & LOREE	2012 18325 300 E8 8A	6137 \$ 230.00 NO LFUF/PRIVATE HAULER
HARRIS W J/HARRIS C E & OTHER	2012 18338 338 G5D 68	6160 \$ 70.00 NO ELECTRICITY
JOHNSON EFFIE C	2012 22488 300 F9 25C	22518 \$ 115.00 NO ELECTRICITY
JOHNSON ELVERTIE HEIRS OF	2012 22018 300 F7 39	5666 \$ 115.00 NO ELECTRICITY
JOHNSON MARIE C HEIRS	2012 22203 300 C10 42	6128 \$ 115.00 NO ELECTRICITY
JORDAN REBECCA ALSTON	2012 28478 200	26093 \$ 115.00 NO ELECTRICITY
MATTHEWS JACQUELINE E	2012 26937 300 L2D 59	9037 \$ 115.00 NO LFUF/PRIVATE HAULER
MATTHEWS J E & H E BRIGGS	2012 4625 300 L2D 51 52	1449 \$ 115.00 NO LFUF/PRIVATE HAULER
PERRY ALMA	2012 31126 300 D6 23	9380 \$ 115.00 NO LFUF/PRIVATE HAULER
PHILLIPS JAMES E & DIANE L	2012 23272 300 L3B100	9779 \$ 115.00 NO LFUF/PRIVATE HAULER
POWELL MARY R HEIRS	2012 32217 318 G5 135	10053 \$ 115.00 NO LFUF/PRIVATE HAULER
POWELL WALTER EUGENE	2012 1765 200	26927 \$ 115.00 NO LFUF/PRIVATE HAULER
POWELL WALTER HEIRS	2012 32323 300 J11 14	10237 \$ 115.00 NO ELECTRICITY
RUSSELL EVELYN H	2012 20668 300 C2 38B	22465 \$ 115.00 NO ELECTRICITY
SEWARD MOSES	2012 36529 300 A1D 7	10911 \$ 115.00 NO ELECTRICITY
SOMMA VINCENT & SUSAN S	2012 31851 300 D3 72B	23322 \$ 115.00 NO LFUF/PRIVATE HAULER
STELMACK JOHN H	2012 25443 300 K4 42	8977 \$ 115.00 NO ELECTRICITY
STONEHOUSE TIMBER LODGE INC	2012 17355 316 K3D191	9795 \$ 115.00 NO LFUF/PRIVATE HAULER
STONEHOUSE TIMBER LODGE INC	2012 17355 315 K3D193	9822 \$ 115.00 NO LFUF/PRIVATE HAULER
STONEHOUSE TIMBER LODGE INC	2012 17355 313 K3D200A	16196 \$ 115.00 NO LFUF/PRIVATE HAULER
STONEHOUSE TIMBER LODGE INC	2012 17355 314 K3D201	4365 \$ 115.00 NO LFUF/PRIVATE HAULER
STONEHOUSE TIMBER LODGE INC	2012 17355 311 K3D172	8042 \$ 115.00 NO LFUF/PRIVATE HAULER
STONEHOUSE TIMBER LODGE INC	2012 17355 312 K3D173	8043 \$ 115.00 NO LFUF/PRIVATE HAULER
STONEHOUSE TIMBER LODGE INC	2012 17355 302 K3D194 195	10343 \$ 115.00 NO LFUF/PRIVATE HAULER
STONEHOUSE TIMBER LODGE INC	2012 17355 303 K3D196	7715 \$ 460.00 NO LFUF/PRIVATE HAULER
WILKINS BERNARD	2012 15341 300 K4B 68A	17465 \$ 115.00 NO ELECTRICITY
WOODY ROBERT E JR & SHARON	2012 10915 301 G6 9B	14220 \$ 115.00 NO LFUF/PRIVATE HAULER
TOTAL LFUF RELEASES:		\$5,015.00
Total Releases		\$ 8,069.95

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

Under \$100

11/5/2012

Date: *LW*
11/25/12

ERROR CORRECTION RELEASES:

NAME	Year	ACCT#	MAP #	RECORD	AMOUNT	REASON
FLEMING GEORGE A & LINDA H	2012	14620 349	H6 44B	24398	\$ 76.21	CLERICAL ERROR
FLEMING GEORGE A & LINDA H	2012	14620 350	H6 44C	24399	\$ 79.52	CLERICAL ERROR
FLEMING GEORGE A & LINDA H	2012	14620 351	H6 44D	24400	\$ 81.91	CLERICAL ERROR
FLEMING GEORGE A & LINDA H	2012	14620 352	H6 44E	24401	\$ 81.91	CLERICAL ERROR
FLEMING GEORGE A & LINDA H	2012	14620 353	H6 44G	24402	\$ 81.11	CLERICAL ERROR
FLEMING GEORGE A & LINDA H	2012	14620 354	H6 44H	24403	\$ 79.52	CLERICAL ERROR
FLEMING GEORGE A & LINDA H	2012	14620 356	H6 44J	24405	\$ 94.84	CLERICAL ERROR
HAWKINS SAMUEL & MYRTLE	2012	18901 300	C8 27A	6436	\$ 40.44	MH ASSESSED TWICE
LEE JANET	2012	23161 200		30442	\$ 55.00	BOATS OVERASSESSED
LILES LARRY B	2012	8624 200		26077	\$ 27.01	BOAT OVER ASSESSED
MASON LAWRENCE T JR	2012	19965 111	H3 22A	60706	\$ 40.85	BOAT WAS OVERASSESSED
MASON LAWRENCE T JR	2012	19965 111	H3 22A	8830	\$ 93.91	BOAT WAS OVERASSESSED
SYKES BOYD, NATASHA GENEVA	2012	34525 300	L2B 54A	18563	\$ 10.13	MH WAS SOLD/MOVED
VAUGHAN FLAVIOUS JR	2012	35658 300	C5 101	301	\$ 37.06	NO MH/SHOULDN'T BE A HOOK UP
WARREN COUNTY	2008	2267 108	C5 109	46049	\$ 65.87	SOLD IN AUCTION/DIFF IN TAX BAL

SUB-TOTAL ERROR CORRECTIONS:

\$945.29

MOTOR VEHICLE RELEASES:

ADAMS WILLIAM H JR	2012	10523 2825	ARA8531	69001	\$71.18	DMV ERROR
AYEYANO HUMBERTO	2012	7354 111	AJR5352	59134	\$32.04	SOLD
BENDER JOHN L.	2012	17981 1173	XWH3658	67349	\$6.72	WRECKED
BERNARD JJPAIL L	2012	3301 2249	NWV3168	68425	\$53.09	DMV ERROR
CALLAHAN THOMAS J	2012	6520 1017	BX55829	78310	\$2.22	SOLD
CLARK JAMES THOMAS	2012	8506 1624	ADE7161	71689	\$32.04	SALVAGEABLE TITLE
CLARY DAVID J	2012	17199 2930	ZPW4561	69106	\$9.83	DMV ERROR
CURTO ANNE S	2012	13073 1335	PYE2120	71400	\$20.68	CAR RUSTED OUT
DANIELS DARRYL A	2012	18142 3044	XRN6353	69220	\$32.93	DMV ERROR
DAVIS TARE L	2012	29568 2124	CR5079	68300	\$31.09	DMV ERROR
DIPRETE THOMAS A	2012	6745 2381	NNN5131	68557	\$25.97	DMV ERROR
DORTCH CHARLIE G	2012	12101 1207	BM8099	67383	\$14.97	DMV ERROR
ELAM ROBERT K	2012	17598 1864	SRT2704	68040	\$8.41	DMV ERROR
FRANCIS ANNIE M	2012	15126 2115	VSS4575	68291	\$7.95	DMV ERROR
FRANCIS DANTTON JR	2012	15126 1394	ACV2841	71459	\$18.92	SOLD
HALL EVELYN L	2012	1666 2692	XTS5923	68868	\$94.74	DMV ERROR
HARRIS JOYCE S	2012	18518 2765	WNK4132	68941	\$42.18	DMV ERROR
HINES CURFORT M	2012	20125 1336	AAJ1216	62311	\$2.65	GAVE AWAY
JOHNSON SELMA C	2012	8754 1960	RSJ2981	68136	\$13.31	DMV ERROR
LANCASTER DAVID A	2012	18406 1170	BW89374	71235	\$2.20	SOLD
LASSITER CHERRELLE S	2012	35400 1899	AAH4133	62874	\$4.02	GAVE AWAY
LETT MARY K	2012	25739 111	WST1398	53864	\$89.95	PAID IN HALIFAX CO
LEYRER RALPH H JR	2012	23043 3098	ZPW4431	69274	\$92.00	DMV ERROR
LIMER JOHN ROBERT	2012	25522 2659	CB35554	72724	\$2.00	SOLD
LINDSEY MYESHIA S	2010	34579 110	YRP1745	52289	\$58.82	DMV ERROR
MCKEE HOMER H	2012	15818 110	VRJ3482	52326	\$19.05	DMV ERROR
MILLER SAMIRA N	2012	31454 3244	XTJ4736	69420	\$37.22	DMV ERROR
MORGAN DENNIS A JR	2012	25646 1738	ZPW4290	67914	\$21.64	DMV ERROR
NEILSEN MISTY LEA	2012	25451 2458	RRL4927	68634	\$8.66	DMV ERROR
NICHOLSON DOLLY K	2012	29005 2368	ZZP2498	77951	\$8.60	GAVE AWAY
NILES SANDRA S	2012	6731 2992	KSMYGRTS	69168	\$59.99	SOLD
PINNELL DENNIS L	2012	31720 1011	XVVM2860	67187	\$10.79	DMV ERROR
POULSEN RUTH MILLER	2012	31557 1308	BX55838	65789	\$1.47	JUNKED
POWELL FRED H JR	2012	19819 1431	XSB3142	67607	\$5.83	DMV ERROR
QUEEN WILLIAM E JR	2012	23881 1629	PNB3690	67805	\$18.29	DMV ERROR
RADFORD KEVIN W	2012	24498 1740	XS6792	66221	\$24.16	RELEASED TO VANCE CO
RADFORD KEVIN W	2012	24498 2322	ACT8676	68498	\$15.13	RELEASED TO VANCE CO
RICHARDSON BETTY MARIE	2012	33412 1465	WTK5480	65946	\$22.16	SOLD
SHINN STEPHEN R	2012	37448 2464	VWV4198	72529	\$46.08	RELEASED TO HALIFAX CO
SIKES BRIAN W	2012	18693 1794	PSC8655	67970	\$68.83	DMV ERROR
TAYLOR JOHN D	2012	19081 2413	LRH3728	68589	\$14.23	DMV ERROR
TERRY TANYA R	2012	20453 1806	YRN9952	67982	\$11.61	DMV ERROR
THOMPSON SAMUEL JR	2012	9093 1741	MH4588	66222	\$75.87	DMV ERROR
TOWNES DEBRA J	2012	3589 1143	XSB4684	67319	\$5.89	DMV ERROR
TUNSTALL KEITH ALEXANDER	2012	11581 2400	YVT9903	68576	\$96.80	SOLD
VAUGHAN JAMES M	2012	41808 1740	PTS2343	67916	\$19.28	DMV ERROR
VW CREDIT LEWASING LTD	2012	22956 3082	YVB3885	69258	\$90.26	RELEASED TO WAKE CO
WAHRMAN WANDA R	2012	23972 2585	3W9690	68761	\$24.75	SOLD
WATKINS BERNICE E	2012	30765 3204	YRP1893	69380	\$7.17	DMV ERROR
WELLMAN BRIAN THOMAS	2012	36944 111	AJK3177	58903	\$12.10	RELEASED TO HALIFAX CO
WELLS LESLIE P	2012	43013 2285	WTX3473	72350	\$53.70	TOTAL LOSS
WHITESSELL ILO S	2012	7001 2149	XVH5858	77732	\$15.22	MOVED
WILLIAMS KEON M	2012	25529 2760	AJR6297	63735	\$ 91.14	MILITARY EXEMPT
WILLIAMS NORMA S	2012	35649 1515	BBC5614	62490	\$11.55	SOLD
WILSON HATTIE S	2012	45232 1128	XSB3970	67304	\$4.44	DMV ERROR
YATES KYLE D	2012	36923 111	AJR5145	58906	\$19.53	SOLD
YATES WILMA	2012	36923 3151	AMH5374	69327	\$87.00	CAR TURNED BACK IN

SUB-TOTAL MOTOR VEHICLE RELEASES:

\$1,778.35

SUB-TOTAL CORRECTION RELEASES:

\$ 945.29

Total Releases

\$2,723.64

On motion of Commissioner Richardson which was seconded by Commissioner Downey and duly carried by unanimous vote, Amendment # 4 to the Warren County FY 2012-2013 Budget Ordinance was adopted:

**AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE
2012/2013
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:

Emergency Management	220
Emergency Medical Services	4,061
Sheriff's Department	7,317
Planning	37,500
Economic Development Commission	789
Health Department	45,703
Total	\$ 95,590

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

Restricted Intergovernmental - Health	45,703
Restricted Intergovernmental - Other	44,817
Miscellaneous Revenue	5,070
Total	95,590

Section 6 of the Warren County Budget Ordinance, pertaining to the Solid Waste Enterprise Fund of the County, shall be amended as follows:

Increase/(Decrease) Appropriations:

Equipment Capital	49,900
Total	\$ 49,900

Section 7 of the Warren County Budget Ordinance, pertaining to the Solid Waste Enterprise Fund, shall be amended as follows:

Increase/(Decrease) Revenues:

Fund Balance Appropriated	49,900
Total	\$ 49,900

Section 13 of the Warren County Budget Ordinance, pertaining to the District II Water System Enterprise Fund, shall be amended as follows:

Increase/(Decrease) Appropriations:

District II Water System	12,577
Total	\$ 12,577

Section 14 of the Warren County Budget Ordinance, pertaining to the District II Water System Enterprise Fund, shall be amended as follows:

Increase/(Decrease) Revenues:

Fund Balance - Appropriated	12,577
Total	\$ 12,577

This amendment:

- appropriates funds to Emergency Services for repairs to the Elam Water Tower.
Funding Source: Insurance Claims
- appropriates funds to Emergency Medical Services for vehicle repairs.
Funding Source: Insurance Claims
- appropriates funds to the Sheriff's Department for radio equipment.
Funding Source: Homeland Security Drug Forfeitures
- appropriates funds to the Planning Department for the demolition of abandoned manufactured homes.
Funding Source: NC Dept of Environment and Natural Resources
- appropriates funds to the Economic Development Commission for a small business education and development seminar.
Funding Source: Private Contributions
- appropriates funds to the Health Department to agree with State allocations.
Funding Source: NC DHHS Department of Public Health
- appropriates funds to the Public Works Department for a tractor.
Funding Source: Public Works Fund Balance - Appropriated
- appropriates funds to District II Enterprise Fund for the Oine Road pump station rehabilitation.
Funding Source: District II Fund Balance - Appropriated

Respectfully Submitted 11/05/2012

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, Employee Performance Bond for Sheriff Johnny M. Williams was approved, effective December 5, 2012 to December 5, 2013 for \$20,000 coverage with an annual premium of \$100.

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, Employee Performance Bond for the position of Register of Deeds was approved, effective December 1, 2012 to December 1, 2013 for \$10,000 coverage with an annual premium of \$100.

In follow-up to the October 17, 2012 Board of Commissioner’s Work Session, Jackie Leath, SEMAA Interim Director’s request for a \$29,660 appropriation to the FY 13 SEMAA Program budget to be used in conjunction with federal funding to fund the program through June 30, 2013 was presented.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, request for an appropriation not to exceed \$29,660 to the FY 2013 SEMAA Program budget was approved. FUNDING SOURCE: Fund Balance

In follow-up to the October 17, 2012 Board of Commissioner’s Work Session, County Manager Linda T. Worth presented a request to appoint a Buck Spring Project Committee to formulate a recommendation to the Board of Commissioners for a proposed Buck Spring Project.

Proposed committee membership:

Staff Liaisons:

- L. Worth, County Manager
- Gabriel Cumming, EDC Director
- Dickie Williams, Recreation Director
- Crystal Smith, Cooperative Extension Director

Member	Position
Charles Jefferson	CAC District III - Downey
David Duxbury	CAC District II - Ross
Earl Evans	CAC District V - Richardson
Fern Boyd	CAC District IV - Baker
Jereann King	CAC District I - Jordan
Lester Davis Capps	CAC District I - Jordan
Trudy Russell Bookbinder	CAC District III - Downey
Thomas Harris	Citizen Representative
John Hawkins	Citizen Representative
Ann W. Stainback	Citizen Representative
Eva M. Clayton	Citizen Representative
Richard Hunter	Preservation Warrenton Committee Member
Bertadean Baker	County Commissioner

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, Charles Jefferson was appointed to the **Buck Spring Project Committee** representing Commissioner District III on the Citizens Advisory Council (CAC), contingent upon his willingness to serve.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, David Duxbury was appointed to the **Buck Spring Project Committee** representing Commissioner District II on the Citizens Advisory Council (CAC), contingent upon his willingness to serve.

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by unanimous vote, Earl Evans was appointed to the **Buck Spring Project Committee** representing Commissioner District V on the Citizens Advisory Council (CAC), contingent upon his willingness to serve.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Fern Boyd was appointed to the **Buck Spring Project Committee**

representing Commissioner District IV on the Citizens Advisory Council (CAC), contingent upon her willingness to serve.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Jereann King Johnson was appointed to the **Buck Spring Project Committee** representing Commissioner District I on the Citizens Advisory Council (CAC), contingent upon her willingness to serve.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, Lester Davis Capps was appointed to the **Buck Spring Project Committee** representing Commissioner District I on the Citizens Advisory Council (CAC), contingent upon his willingness to serve.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Trudy Russell Bookbinder was appointed to the **Buck Spring Project Committee**, representing Commissioner District III on the Citizens Advisory Council (CAC), contingent upon her willingness to serve.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Thomas Harris was appointed to the **Buck Spring Project Committee**, as citizen-at-large representative.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, John Hawkins was appointed to the **Buck Spring Project Committee**, as citizen-at-large representative.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Ann W. Stainback was appointed to the **Buck Spring Project Committee**, as citizen-at-large representative.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Retired Congresswoman Eva M. Clayton was appointed to the **Buck Spring Project Committee**, as citizen-at-large representative.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Clerk of Superior Court Richard Hunter was appointed to the **Buck Spring Project Committee**, representing Preservation Warrenton.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Bertadean Baker was appointed to the **Buck Spring Project Committee**, representing the Board of County Commissioners.

Health Director Andy Smith presented a request to fill the nurse vacancy on the Board of Health from three interested citizens: Vivian Abbott Loyd, Vivian N. Paynter or Mishew M. Gardner.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Vivian Abbott Loyd was appointed to fill the nurse vacancy on the Board of Health, for a three (3) year term expiring December 2015.

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, Dana Conn was reappointed to the Home Health Advisory Board for a three (3) year term, expiring October 2015.

Macon Robertson, Warren County Public Utilities Director, presented Eaton's Ferry - Lake Gaston Agreement Between Owner and Engineer for Professional Services related to Warren County Water & Sewer District 3. In addition, it was requested to authorize Chairman Ulysses Ross to sign documentation.

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, Eaton's Ferry - Lake Gaston Agreement Between Owner and Engineer for Professional Services related to Warren County Water & Sewer District 3 was approved pending County Attorney's review. Chairman Ulysses S. Ross was authorized to sign

documentation. Funding source: Water and Sewer District 3 "Eaton's Ferry - Lake Gaston Crossing Project" Budget.

Macon Robertson, Public Utilities Director, presented Water & Sewer District 3, Phase III – Revised Construction Inspection Plan which amended the resident inspection ceiling cost to include inspection services associated with additional water main construction approved under Change Order No. 1.

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, Warren County Water & Sewer District 3, Phase III – Revised Construction Inspection Plan amending the resident inspection ceiling cost to include inspection services associated with additional water main construction approved under Change Order No. 1, was approved. FUNDING SOURCE: USDA District 3, Phase III Project Funds

As recommended by the Warren County Personnel Committee; Human Resources Manager Elgin Lane requested Board appoint Mr. Charles Williams to fill the Buildings & Grounds Manager position in the newly restructured Buildings & Grounds Maintenance Department.

On motion of Commissioner Baker, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Mr. Charles Williams was appointed to fill the Buildings & Grounds Manager position in the newly restructured Buildings & Grounds Maintenance Department; effective December 1, 2012 at a salary of \$45,675.

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, Resolution Declaring Surplus Property and Authorizing Internet Based Auction was adopted, as follows:

**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 sell the following personal property by internet based auction:

Soil & water Conservation:

Printer - HP Office JetPro L7580 – Soil & Water Conservation

Health Department:

Brown Computer Desk with Keyboard tray

2 - Bergundy Swival Chairs

2 – Metal 5 drawer Lateral File Cabinets

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 5th day of November 2012.

WARREN COUNTY BOARD OF COMMISSIONERS

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, Resolution Declaring (Tax Foreclosed Property) Surplus Property and Authorizing Internet Based Auction of Tax Parcel ID # D5-123F (0.69 acre) was adopted as follows:

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>Parcel Acct #</u>	<u>Description</u>	<u>Minimum Bid</u>	<u>Acre</u>
D5 123F – 3770	137 Rockbound Hill Circle, Norlina, NC	1,200	0.69

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

A minimum bid has been established for property. The Warren County Board of Commissioners reserves 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 to: Linda T. Worth, County Manager, 252-257-3115 (8:30 a.m. – 5:00 p.m., Monday thru Friday) or lworth@co.warren.nc.us.

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 GovDeals online auction with notice in the Warren Record and otherwise appropriately advertised according to law.

ADOPTED this the 5th day of November 2012.

WARREN COUNTY BOARD OF COMMISSIONERS

A request from NC Department of Transportation (NC DOT) District Engineer Steve Winstead, to schedule a public hearing for Wednesday, December 19, 2012, to hear citizen comments regarding 2012-2013 Secondary Road Construction Program, was presented for Board action.

On motion of Commissioner Richardson, which was seconded by Commissioner Baker, it was ordered to schedule a public hearing on Wednesday, December 19, 2012 to hear citizen comments regarding 2012-2013 Secondary Road Construction Program.

Votes were as follows: Ayes: None
 Nays: Richardson, Baker, Ross, Downey and Jordan

Motion did not carry.

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, it was ordered to schedule a public hearing to hear citizen comments regarding 2012-2013 Secondary Road Construction Program in January 2013, after the 2013 Board of Commissioners meeting schedule is adopted.

By consensus, the Board of Commissioners cancelled the December 19, 2012 Work session.

Motion was made by Commissioner Richardson to schedule a Ribbon Cutting and Open House for the newly completed EMS Sub-Station #3 for Friday – November 30th, Commissioner Baker made a second to the motion to schedule Ribbon Cutting for Thursday November 29th (in error).

Commissioner Richardson withdrew his motion and Commissioner Baker withdrew her second to the motion.

On motion of Commissioner Richardson which was seconded by Commissioner Jordan and duly carried by unanimous vote, a Ribbon Cutting and Open House for the newly completed EMS Station #3 was scheduled for Friday, November 30, 2012 at 12:00 Noon.

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 October 2012:

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:

EMS

Biomedical Alternatives
2174 Clover Hill Rd.
Dayton, VA 22821

A Maintenance Agreement to cover the cardiac care equipment at Warren County EMS has been executed at a cost of \$960 for FY 13. Funds are budgeted in the FY 12 EMS departmental budget to cover this expenditure.

Department of Social Services

Henry C. Hayes
143 Valley Drive
Warrenton, NC 27589

A two-month extension to the Contractor Service Agreement with Mr. Hayes to continue to serve as Interim DSS Director has been executed. The cost of the agreement is \$5,608/month. Mr. Hayes is receiving the salary budgeted in the FY 13 DSS administrative budget for the vacant DSS Director position.

Emergency 911 Fund

CenturyLink
665 Lexington Avenue
Mailstop: OHMA NB0107
Mansfield, OH 44907

An agreement has been entered into with CenturyLink to upgrade radio equipment and hardware in the E911 Center. The cost of \$33,627.91 will be paid from E-911 surcharge funds budgeted in the Emergency 911 Fund.

Information Technology

Intercomp Systems
3901 Barrett Drive, Suite 305
Raleigh, NC 27609

An extension to the agreement with Intercomp Systems for IT support services for all county government offices has been entered into at a cost of \$1,445 for the month of October. Funds are budgeted in the Information Technology departmental budget to cover this expenditure.

Tax Assessor's Office

Pearson's Appraisal Service
P.O. Box 36404
Richmond, VA 23235

An Agreement for real property appraisal services has been entered into with Pearson's Appraisal Service at a cost not to exceed \$4,900. Funds are budgeted in the Tax Assessor departmental budget to cover this expenditure.

County Attorney

Atty. Karlene Turrentine
P.O. Box 61082
Raleigh, NC 27661

Retainer fee agreements for various legal matters have been entered into with Turrentine Law Firm, PLLC. Funds are budgeted in the County Attorney's departmental budget to cover all anticipated expenditures.

Senior Center

NC Department of Insurance, SHIIP Division
11 South Boylan Avenue
Raleigh, NC 27603

A Grant Agreement has been executed with the NC Department of Insurance, Division of SHIIP for grant funds in the amount of \$4,226 for the Senior Center. There is no match requirement for these grant funds.

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by unanimous vote, report on October 2012 County Manager's executed contracts was accepted for information only.

Having been granted authority to approve change orders for various county projects that do not necessitate additional project funding, County Manager Linda T. Worth presented for the Board's information Change Order #1 to the Wastewater Treatment Plant Rehab Project Construction Contract with Turner Murphy Company, Inc. in the amount of \$858.40 to be paid from Project Contingency. FUNDING SOURCE: DWQ State Revolving Fund Loan

	Total Contract	SRF Eligible Contract
Original Contract	\$ 751,074.00	\$ 721,074.00
Current Contract*	\$ 751,074.00	\$ 721,074.00
Change Order # 1	<u>\$ 0.00</u>	<u>\$ 858.40</u>
New Total	\$ 751,074.00**	\$ 721,932.00

*Amount includes previous change order(s).

**The total contract amount does not increase as contingency is included in the original contract amount.

On motion of Commissioner Richardson, which was seconded by Commissioner Baker and duly carried by unanimous vote, report on Change Order #1 to the Wastewater Treatment Plant Rehab Project Construction Contract with Turner Murphy Company, Inc. was accepted as information only.

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

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

Administration

- Prepared for and attended Board of Commissioners Public Hearing and Regular Meeting (10/1/12)
- Mtg. with YSB Director and JCPC State Representative (10/2/12)
- Attended FEMA Advisory Board meeting (10/4/12)
- Participated in Employee ESC telephone hearing with HR Manager and County Attorney (10/4/12)
- Met with representatives from VC3, IT Consulting Company (10/5/12)
- Attended KLRWS Advisory Board Meeting (10/8/12)
- Attended JCPC Advisory Board Meeting
- Compliance meeting with HR Manager and reps from Hill, Chesson & Woody, Health Insurance Brokerage Firm (10/8/12)
- Attended Environmental Action Team Meeting (10/8/12)
- Met with Public Works Director to discuss fleet issues (10/9/12)
- Met with Recreation Director to discuss Buck Spring PARTF grant application (10/9/12)
- Met with Emergency Services Director to discuss EMS issues (10/9/12)
- Participated in Child Support Office Certificate presentation by State Child Support Office Officials (10/10/12)
- Met with Interim Tax Administrator and rep from Turner & Associates (10/10/12)
- Met with Health Director and Health Educator to discuss new county grant (10/10/12)
- Met with SEMAA Director to discuss program funding (10/10/12)
- Trip to Buck Spring property with Recreation Director (10/11/12)
- Met with EDC Director, Recreation Director, and CED to discuss Buck Spring project (10/12/12)
- Met with Soil Conservation Director to discuss office space concerns (10/16/12)
- Met with Public Utilities Director, Warrenton Town Manager, Norlina Public Works Director and WWTP Operator to discuss WWTP issues (10/17/12)
- Prepared for and attended Board of Commissioners Work Session (10/17/12)
- Participated in B&G Manager interviews with Personnel Committee (10/22/12)
- Met with Animal Control Director to discuss animal control issues (10/23/12)
- Met with Interim DSS Director and others to discuss DSS issues (10/25/12)
- Met with M. West to discuss SWCD office space Lease Agreement (10/26/12)
- Attended Region K Manager's Meeting and COG Board Meeting (10/25/12)
- Met with SWCD Director and NRCS State reps to discuss office space issues (10/29/12)
- Attended KTREDC Advisory Board meeting (10/31/12)

Other Activities

- Attended Lake Gaston Chamber of Commerce Ribbon Cutting & Open House (10/18/12)
- Attended Community Meeting to discuss proposed improvements at Buck Spring (10/24/12)

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

EMS satellite facility #2 is 100% complete. We are working now to secure all needed furnishings for the facility. The Board of Commissioners will be asked to schedule a date for the Ribbon Cutting/Open House

Free Clinic Restroom Renovations

Accessibility renovations to the restrooms in the Free Clinic are 100% complete.

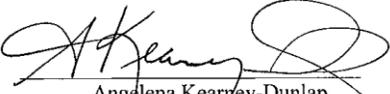
CDBG Projects**2011 Scattered Site Housing Project**

Bids have been awarded for several water hook-ups and urgent housing repairs that are part of this project. We are working with the Office of Community Investment to complete the Environmental Review document 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 143-318.11(6) for Discussion of Personnel Matters.

On motion of Commissioner Richardson which was seconded by Commissioner Jordan and duly carried by unanimous vote, it was ordered to return to the November 5, 2012 regular meeting.

With no further business to discuss and on motion of Commissioner Richardson which was seconded by Commissioner Jordan and duly carried, the November 5, 2012 Board of Commissioners meeting was adjourned.


 Angélena Kearney-Dunlap
 Clerk to the Board of County Commissioner