

**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, MAY 6, 2013 AT 6:00 PM.**

The meeting was called to order by Chairman Bertadean W. Baker. Other Commissioners present: Ruby Downey, Jennifer Jordan, Barry Richardson and Ulysses S. Ross. 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 Comments:**

Warrenton Mayor Walter Gardner: spoke in reference to Agenda Item 9C: ABC Commission’s request regarding building a unified store. Mayor Gardner requested site of new construction be within Warrenton city limits. (Comments on file in Clerk to the Board’s office.)

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, the May 6, 2013 Board of Commissioners Meeting Agenda was adopted with revisions to Agenda Item 10-A: Request from Vance County Water District to Extend Waterlines along Tower Rd (SR 1125) into Warren County.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Consent Agenda Item 6A – Minutes of April 1, 2013 Regular Monthly Meeting and April 8, 2013 Special Meeting with Legislative Delegates were approved.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Consent Agenda Item 6B – Interest Income Report for March 2013 from Finance Officer was adopted:

**INTEREST INCOME REPORT  
Month of March 2013**

<b>FUND</b>	<b>MARCH INCOME</b>	<b>FISCAL YEAR TO - DATE</b>
General	712.88	4,480.93
Revaluation	12.92	100.29
E 911 Telephone System	13.26	103.10
Buck Spring Project	13.81	113.17
Ambulance Storage Facility	1.17	61.83
National Guard Armory	0.56	7.24

Simulcast System Upgrade	3.48	34.81
Regional Water Enterprise Fund	18.95	177.90
District 1 Enterprise Fund	43.73	355.14
Solid Waste	13.58	56.38
District II Enterprise Fund	36.41	285.04
District III Capital Project Fund	0.00	30.12
District III Phase II BANS	0.18	1.47
District III Enterprise Fund	24.30	157.40
Soul City Pump Station Improvements	0.18	1.46
District III Phase III	2.74	53.86
	898.15	6,020.14

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Consent Agenda Item 6C – Tax Collector’s Report for March 2013 as submitted by Interim Tax Collector Bonnie Andrews was adopted:

**Tax Collector’s Report  
to the Warren County Board of Commissioners  
For the Month MARCH 2013**

**Current Year Collections**

Tax Year	Charge	Collected in MARCH	Collected to Date	Balance Outstanding	Percentage Collected
MARCH 2013 FY13	\$16,877,536	\$249,744	\$15,815,745	\$1,061,791	93.71
MARCH 2012 FY12	\$15,203,734	\$267,605	\$14,150,961	1,052,773	93.08

**Delinquent Collections**

Year	Charge	Collected	Balance	Percentage
2011	\$752,052	\$28,235	\$428,981	57.04
2010	265,445	9,078	92,907	35.00
2009	160,291	1,774	31,682	19.76
2008	134,011	627	19,274	14.38
2007	133,660	331	9,252	6.92
2006	123,296	389	6,207	5.03
2005	104,042	561	3,827	3.68
2004	93,450	734	3,621	3.88
2003	80,255	207	3,399	4.24
2002	102,895	326	3,455	3.36
<b>Total Delinquent Years</b>	<b>\$ 1,949,397</b>	<b>\$42,262</b>	<b>\$ 602,605</b>	<b>\$ 1,346,790</b>

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

\$ 17,527	\$ 125,254
\$ 42,437	\$ 1,126,651
\$ 11,763	\$ 640,795
\$ 19,442	\$ 768,198
\$ 3,270	\$ 13,150

**MARCH GRAND TOTAL**

<b>\$ 386,445</b>	<b>\$ 19,092,398</b>
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BONNIE ANDREWS 4/24/2013  
Bonnie Andrews Interim Tax Assessor DATE

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Consent Agenda Item 6D – Tax releases over \$100 were approved:

<b>Over \$100</b>	<b>5/6/2013</b>	<b>Date: _____</b>
<b><u>ERROR CORRECTION RELEASES:</u></b>		
HUNT FAWN	2006 21196 106 B1 25	40756 \$206.45 SOLD MH IN 2005
HUNT FAWN	2007 21196 107 B1 25	42979 \$191.38 SOLD MH IN 2005
HUNT SCOTT	2012 27679 200 B1 25	26911 \$329.60 DW SOLD IN 2011/PORCH REMOVE
<b>SUB-TOTAL ERROR CORRECTIONS:</b>		<b>\$727.43</b>
<b><u>MOTOR VEHICLE RELEASES:</u></b>		
CARTER JULIAN A	2012 22404 2379 ZWW2675	78944 \$167.60 SOLD
FLETCHER RANDOLPH M	2010 4586 110 GOBRAVEZ	51674 \$168.55 RELEASED TO DURHAM CO
FLETCHER RANDOLPH M	2012 4586 2474 GOBRAVEZ	75915 \$122.41 RELEASED TO DURHAM CO
HARRIS HEAVY HAULING LLC	2012 9198 111 CA1793	53959 \$134.78 SOLD TO DAVID ROBERTSON
<b>SUB-TOTAL MOTOR VEHICLE RELEASES:</b>		<b>\$593.34</b>
<b>SUB-TOTAL CORRECTION RELEASES:</b>		<b>\$727.43</b>
<b>Total Releases</b>		<b>\$ 1,320.77</b>

County Manager approved Tax Releases Under \$100 were presented for Board’s information as follows:

Under \$100

5/6/2013

Date: <sup>2013</sup> 4/29/13

**ERROR CORRECTION RELEASES:**

NAME	Year	ACCT#	MAP #	RECORD	AMOUNT	REASON
BROWN CLAUDE W HEIRS	2012	4836 336	C5 63A 2Z	1549	\$ 24.58	UNABLE TO LOCATE PROPERTY
BROWN DEMPSEY B & OTHERS	2010	4904 110	C5 63A 1Z	52824	\$ 74.10	UNABLE TO LOCATE PROPERTY
BROWN DEMPSEY B & OTHERS	2011	4904 111	C5 63A 1Z	60021	\$ 71.68	UNABLE TO LOCATE PROPERTY
BROWN DEMPSEY B & OTHERS	2012	4904 305	C5 63A 1Z	1557	\$ 69.74	UNABLE TO LOCATE PROPERTY
HUNT STEPHEN SCOTT	2012	27679 200		42979	\$ 85.93	BOAT LISTED TWICE
YANCEY LINWOOD	2011	6977 112		59804	\$ 3.90	NO LONGER HAVE THIS MH
YANCEY LINWOOD	2012	6977 112		59804	\$ 3.41	NO LONGER HAVE THIS MH

**SUB-TOTAL ERROR CORRECTIONS:**

\$ 333.34

**MOTOR VEHICLE RELEASES:**

BAGBY DONALD W	2012	35247 1871	ZSW8470	75312	\$20.30	SOLD
BEDUSSI KATHY	2012	37667 2187	BCH2592	75628	\$33.62	REPOED
BOLTON DAVID EARL	2012	17565 1651	BCH2744	75092	\$25.80	SOLD
BRANCH WILLIAM H	2012	9339 2244	BCH4988	80236	\$5.76	SOLD
BROWN SALLYE H	2012	4936 1092	YVWZ4563	76152	\$8.12	SOLD
CAROLINA TELEPHONE	2012	1748 2526	DW1486	63501	\$79.59	DMV ERROR
COLLYMORE BEY C	2012	24556 2108	HD76528	75549	\$3.20	TRADED
COTTON TRINA	2012	34164 1906	BCH1373	78471	\$20.16	TURNE IN
DAVIS WILLIAM S JR	2012	11621 1899	TXK3970	75340	\$8.80	SOLD
EVANS EARL C	2012	14864 1403	A1590A	80692	\$14.64	CAR WRECKED
EVANS TAMPATHIA F	2012	27740 1635	TRD3887	79627	\$79.03	SOLD
FERRUCIO DEBORAH L	2012	14210 2059	BEK1693	75500	\$26.40	SOLD
FOSTER CLARA M	2012	15036 2993	YSK4122	69169	\$88.59	DMV ERROR
HARGROVE JAMES CLANTON	2012	24256 2160	SRK3785	68336	\$15.70	DMV ERROR
HARRIS CLARA MAE	2012	17721 1018	WTX5356	74459	\$1.40	WRECKED
HARRIS ESTEEN S	2012	38129 2083	WVK2206	81372	\$53.88	RELEASED TO GRANVILLE CO
HAWKINS TERESA A	2012	10040 100	BAJ2248	68310	\$17.46	SOLD
HAWLEY JOSEPH	2012	34088 1904	VVWX2455	76964	\$11.05	SOLD
HEDGEPEETH TIMOTHY I	2012	29444 1902	ZRD8245	73673	\$68.32	SOLD
HUNT STACY	2012	8236 3279	ALL4071	69455	\$20.55	REPOED
JONES GLADYS R	2012	5970 2091	PNY2378	77151	\$22.23	SOLD
KEARNEY ERVIN DONTA JR	2012	23521 3218	WVK3762	69394	\$21.99	DMV ERROR
KEARNEY JOHN H SR	2012	11574 1152	RRL6048	62127	\$1.21	SOLD
LIMER JOHN ROBERT	2012	25522 1729	BCF9376	75170	\$3.25	SOLD
MITCHELL PHILLIP N	2012	13994 1784	ZWS3093	79776	\$48.80	SALVAGED
NEUER COLLEEN E	2012	1850 1785	ZANA1406	76845	\$57.47	SOLD
OBRIEN PATRICK JOSEPH	2012	37618 1968	WYY9776	78533	\$47.12	RELEASED TO HALIFAX CO
OBRIEN PATRICK JOSEPH	2012	37618 1631	WYY9775	79623	\$21.85	RELEASED TO HALIFAX CO
OBRIEN PATRICK JOSEPH	2012	37618 1001	PSR9631	74442	\$6.68	RELEASED TO HALIFAX CO
PASCHALL MELVIN G	2012	30206 1521	TSM7474	66002	\$3.18	GAVE AWAY
PIRON SUSAN	2012	19651 1640	3709IC	79632	\$55.40	SOLD
POWELL CARLIE W	2012	3143 1175	NNJ3301	79167	\$4.74	SOLD
RICHARDSON BETTY MARIE	2012	33412 1363	BCF9240	74804	\$13.32	SOLD
RICHARDSON WANEECHEE C	2012	4455 1262	BCH1031	77827	\$15.73	DOES NOT OWN
ROBINSON LAKRISHA L	2012	34193 1959	WYS7569	75400	\$54.48	TRADED
SHEARIN DAVID A	2012	2556 2390	ZTN2776	68566	\$30.12	SOLD
SOMERVILLE LEKEISHA S	2012	20047 2426	ABW2381	66907	\$7.52	SOLD
TEAGUE CHACON L	2012	4937 3011	ZNR6612	69187	\$32.66	DMV ERROR
VITALE VITO A	2012	26083 1744	BHH1030	81033	\$15.74	SALVAGEABLE CAR
WATSON FONDA V	2012	37762 2046	ZXW2008	77106	\$9.38	RELEASED TO HALIFAX CO
WELLS MICHAEL A	2012	23255 1737	SNX1112	78302	\$71.06	SOLD
YANCEY JUANITA	2012	20419 1938	XVW6350	78502	\$30.45	MOVED OUT OF STATE
YATES NOVELLA D	2012	375 1735	PTS5942	67911	\$2.18	SOLD

**SUB-TOTAL MOTOR VEHICLE RELEASES:**

\$1,178.93

**SUB-TOTAL CORRECTION RELEASES:**

\$333.34

**Total Releases**

\$ 1,512.27

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, County Manager approved report of Tax Releases Under \$100 was accepted.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, May 2013 "Older Americans Month Proclamation" was adopted:

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**Older Americans Month 2013 Proclamation**

**Whereas**, Warren County, North Carolina is a community that includes approximately 3,900 citizens aged 60 and older, which is about 19% of Warren County's population; and

**Whereas**, the older adults in Warren County, North Carolina are the roots from which our community grows, who bestow gifts of wisdom and insight upon younger generations, and strengthen the bonds between neighbors to create a better place to live; and

**Whereas**, our society can be enhanced by older adults aging peacefully in their communities; and

**Whereas,** the older adults in Warren County, North Carolina should be commended for their role in creating and bolstering the fiber of our community and nation; and

**Whereas,** our community can provide that recognition and respect by enriching the quality of life for older Americans by:

Increasing their opportunities to remain in their communities as active and engaged citizens

Providing services, technologies, and support systems that allow seniors to foster and maintain connections within the community

Emphasizing the value of elders by publicly recognizing their contributions to the diversity, strength, and unity of our community

**Now Therefore,** We the Warren County Board of Commissioners do hereby proclaim May 2013 to be Older Americans Month. We urge every citizen to take time this month to engage with our older citizens through enjoyable social interactions such as sports, games, contests, and other forms of play. The theme this year is “Never Too Old to Play.”

Dated this 6<sup>th</sup> day of May, 2013

Warren County Board of Commissioners  
Bertadean W. Baker, Chairman

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On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, May 2013 – Fair Housing Month Resolution” was adopted:



**WARREN COUNTY BOARD OF COMMISSIONERS**

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

State of North Carolina

County of Warren

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

Linda T. Worth  
County Manager

Angelena Kearney-Dunlap  
Clerk to the Board

**MAY 2013 FAIR HOUSING MONTH  
RESOLUTION**

**WHEREAS,** the County of Warren, North Carolina has been allocated funds under Title I of the Housing and Community Development Act of 1974; and

**WHEREAS,** the County has adopted a Fair Housing Plan complying with Title VIII of the Civil Rights Act of 1968, 942 USC 3601, and 42 USC 5308b. as amended, known as the Fair Housing Law, which prohibits discriminatory housing practices with regard to race, color, sex, national origin, physical and/or mental disabilities, or familial status, and

**WHEREAS,** it is the objective, spirit, and intent of the Community Development Block Grant Program, through neighborhood revitalization for low and moderate income citizens to promote practices detailed in the Fair Housing Law; and

**WHEREAS,** it is the intent of the County to foster such objectives in regard to promoting Fair Housing, to ensure that equal opportunity is observed in housing practices and that availability of safe, decent, and sanitary dwellings is a right enjoyed by all individuals,

**THEREFORE, BE IT RESOLVED** that the County of Warren does hereby adopt May as Fair Housing Month.

Approved by the Warren County Board of Commissioners in their regular session this 6<sup>th</sup> day of May 2013.

*Bertadean W. Baker*  
Bertadean W. Baker, Chairman  
Warren County Board of Commissioner

ATTEST  
*Angelena Kearney-Dunlap*  
Angelena Kearney-Dunlap, Clerk



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

“This institution is an equal opportunity provider and employer.”

Community Development Block Grant (CDBG) Monthly Performance Status Reports from Karen Foster, Community Development Planner with Kerr Tar Regional Council of Government (Grant Administrator) were presented for Board action.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, April 2013 Monthly Performance Status Report for CDBG 11-C-2328 Scattered Sites Housing Project was approved.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, April 2013 Monthly Performance Status Report for CDBG 10-C-2227 Water Hook-Up Project was approved.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, Amendment # 10 to the FY 2013 Warren County Budget Ordinance was adopted:

**AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE  
2012/2013  
Amendment No. 10**

**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:

Buildings, Grounds & Maintenance	(15,820)
Emergency Services	1,160
Senior Center	16,615
DSS Administration	11,875
Youth Services Bureau	625
Armory	300
DSS Public Assistance	27,158
Cooperative Extension	806
<b>Total</b>	<b>\$ 42,719</b>

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

Miscellaneous Revenue	806
Restricted Intergovernmental - Other	1,160
Restricted Intergovernmental - DSS 1571	18,533
Restricted Intergovernmental - DSS	27,158
Fund Balance Appropriated	(4,938)
<b>Total</b>	<b>42,719</b>

**This amendment:**

- appropriates funds to Emergency Services to provide citizens with helpful information in disaster situations this program is titled the CERT Program Grant.  
Funding Source: NC Department of Public Safety
- appropriates funds to the Senior Center for insurance claims on A/C unit, fund were received in FY12.  
Funding Source: Fund Balance Appropriated
- appropriates funds to the Senior Center HVAC installation and pad.  
Funding Source: Buildings, Grounds & Maintenance - Contingency
- appropriates funds to DSS Administration for building repairs and maintenance.  
Funding Source: Buildings, Grounds & Maintenance - Contingency
- appropriates funds to Youth Services Bureau for building repairs and maintenance.  
Funding Source: Buildings, Grounds & Maintenance - Contingency
- appropriates funds to Armory for building repairs and maintenance.  
Funding Source: Buildings, Grounds & Maintenance - Contingency
- appropriates funds to DSS Public Assistance for the Special Children Adoption Fund, these funds were received in a prior fiscal year but were not expended.  
Funding Source: NC Department of Health and Human Services
- appropriates funds to Cooperative Extension for the replacement of stolen items.  
Funding Source: Miscellaneous Revenue - Argonaut Great Central Insurance
- budgets State allocation of \$18,533 received for Temporary Assistance for Needy Families Transferred to Social Services Block Grant.  
Funding Source: NC DHHS - Division of Social Services

Respectfully Submitted 05/06/2013

Barry J. Mayo  
Barry J. Mayo, Finance Director

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, Warren County Fraud Policy as presented by Barry Mayo, Finance Officer was adopted with revisions, effective May 6, 2013.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Amendment # 5 to the Warren County Water & Sewer District III, Phase III Project was adopted:

**AMENDMENT TO THE CAPITAL PROJECT ORDINANCE FOR  
WARREN COUNTY WATER & SEWER  
DISTRICT NO. III PHASE III PROJECT  
(Amendment No. 5)**

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

Increase/(Decrease) Appropriations:

Engineering / Preliminary	2,000
Engineering / Design	28,000
Engineering / Construction Admin	12,000
Engineering / Inspection	29,000
Engineering / Additional Services	2,500
Construction Contract	144,751
Equipment Capital	24,000
Radio Read Meters	93,637
Contingency	\$ <u>(335,888)</u>
<b>Total</b>	<b>\$ 0</b>

**This amendment:**

adjust the budget to the most recent cost estimates in accordance with Change Order #2, approved at April 1, 2013 Commissioners meeting.

Respectfully Submitted 05-06-2013

Barry J. Mayo  
Barry J. Mayo  
Finance Director

Request for Audit Proposals was sent to five (5) auditing firms, with only one (1) bid being received. Therefore, bid from Williams, Winston, Creech, Evans & Company for a three year period: 2013 - \$46,800, 2014 - \$48,200, 2015 - \$49,650 was presented for Board's review and award.

**PROPOSALS FOR AUDIT SERVICES  
BID TABULATION**

April 16, 2013

Auditing Firms	Location	Completed overview of firms experience and personnel profile	Cost estimates and other necessary cost information	Estimated Cost 6-30-2013	Estimated Cost 6-30-2014	Estimated Cost 6-30-2015
Cobb, Ezekial, Loy & Company	Graham		No Bid			
Phillips, Dorsey, Thomas, Waters & Brafford	Henderson		No Bid			
Williams, Winston, Creech, Evans & Company	Oxford	X	X	46,800.00	48,200.00	49,650.00
Cherry, Bekaert & Holland	Raleigh		No Bid			
Barrow, Parris & Davenport	Kinston		No Bid			

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Contract for Audit Services was awarded to Williams, Winston, Creech, Evans & Company for a three year period as follows:

<b>2013</b>	<b>\$46,800</b>
<b>2014</b>	<b>\$48,200</b>
<b>2015</b>	<b>\$49,650</b>

William A. Kearney, Chairman Warren County Juvenile Crime Prevention Council presented annual allocation from Department of Juvenile Justice and Delinquency Prevention to fund local programs for review and approval, total FY 14 allocation \$89,890 with a county match of \$8,171. It was requested to authorize Chairman Bertadean Baker to sign related documentation.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, FY 2014 allocation from Department of Juvenile Justice and Delinquency Prevention (DJJDP) to fund local programs in the amount of \$89,890 was approved with a County required match of \$8,171. Chairman Bertadean Baker was authorized to sign related documentation.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, Michelle Winstead, Department of Social Services Director was appointed to the Home & Community Care Block Grant Advisory Board. No term – mandatory position.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, Alicia Giddiens, Senior Center Director was appointed to the Home & Community Care Block Grant Advisory Board. No term – mandatory position.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, Andy Smith, Health Director was appointed to the Home & Community Care Block Grant Advisory Board. No term – mandatory position.

A motion was made by Commissioner Richardson, which was seconded by Commissioner Ross to appoint Diane Cox, Interim Director, Kerr-Tar Regional Council of Governments to the Home & Community Care Block Grant Advisory Board.

Commissioner Richardson withdrew his motion, Commissioner Ross withdrew his second to the motion.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Diane Cox, Kerr Tar Regional COG, Interim Director in her capacity as Aging Advisor was appointed to the Home & Community Care Block Grant Advisory Board. No term – mandatory position.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, Jennie Johnson-Franklin was re-appointed to a 4<sup>th</sup> term, serving At-Large on the Home & Community Care Block Grant Advisory Board. Term: March 2012 to March 2015.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Charles Jefferson was re-appointed to a 2<sup>nd</sup> term on the Home & Community Care Block Grant Advisory Board. Term: March 2012 to March 2015.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, Alice Clayton was appointed to her 1<sup>st</sup> term on the Home & Community Care Block Grant Advisory Board. Term: March 2013 to March 2016.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, Judith Forrest was appointed to her 1<sup>st</sup> term on the Home & Community Care Block Grant Advisory Board. Term: March 2013 to March 2016.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Portia Hawes was appointed to her 1<sup>st</sup> term on the Home & Community Care Block Grant Advisory Board. Term: March 2013 to March 2016.

Having discussed certain items during an April 17, 2013 Board of Commissioners Work Session, the following matters were presented for review and Board action:

- A. Citizens Against Domestic Violence Request for Assistance by Scott O'Neal  
Executive Director
- B. Warren County Free Clinic Request for Assistance by Dr. Cosmos George,  
Medical Director
- C. ABC Commission Requests for Assistance by Larry Spruill, Executive  
Director and ABC Commission Chairman Karl Hehl

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by a majority vote, Board of Commissioners authorized a one-time funding appropriation to Citizens Against Domestic Violence (CADV) in the amount of \$52,000 to assist with up-front funding required to draw-down grant funds for the agency with a requirement that CADV provide Warren County a copy of its audited financial statements annually. Funding Source: Fund Balance

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

Motion carried, Citizens Against Domestic Violence (CADV) was authorized a one-time funding appropriation in the amount of \$52,000 with a requirement that a copy of its audited financial statements are provided to Warren County annually. Funding Source: Fund Balance

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Board of Commissioners authorized a one-time funding appropriation to Warren County Free Clinic (WCFC) in the amount of \$50,000 to assist with operating expenses, with a requirement that the WCFC provide Warren County a copy of its audited financial statements annually. Funding Source: Fund Balance

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Board of Commissioners authorized three full-time ABC employees to participate in Warren County's group health insurance plan with 100% monthly reimbursement from the ABC Commission.

A motion was made by Commissioner Richardson to authorize deferred payment of ABC profits to Warren County for a period of six (6) years.

Commissioner Richardson withdrew his motion.

On motion of Commissioner Ross, which was seconded by Commissioner Richardson and duly carried by unanimous vote, it was authorized to defer payment of ABC profits to Warren County for a period of three (3) years to assist the ABC Commission's efforts to build a cash reserve to meet expenses during new ABC store construction/design phase. At the end of three years ABC Commission may re-address the issue to consider any additional deferral periods that may be needed to complete the building project.

Memorandum of Agreement (MOA) Between the City of Henderson, Vance County, Vance County Water District, and Warren County was presented providing for the extension of waterlines from Vance County into Warren County on Tower Road (SR 1125). Waterlines up to 2,500 feet will serve customers currently not being served by Warren County's Public Water System.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, Memorandum of Agreement (MOA) Between the City of Henderson, Vance County, Vance County Water District, and Warren County for the extension of waterlines

from Vance County into Warren County on Tower Road (SR 1125), was approved pending final review by Karlene Turrentine, Warren County Attorney.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, Macon Robertson, Director Warren County Public Utilities was designated Warren County's voting delegate to the NC Rural Water Association's Annual Conference, May 15, 2013.

Bryan Pfohl, Chairman, Kerr-Tar Regional Council of Governments (COG) Board of Directors, requested a one-time special assessment of its membership at \$1.39 per capita to help fully replenish the COG's Revolving Loan Fund. Warren County's special assessment was in the amount of \$26,233.

Motion was made by Commissioner Jordan, which was seconded by Commissioner Downey to require a report of expense account shortfalls before County makes a payout.

Motion was withdrawn by Commissioner Jordan, second withdrawn by Commissioner Downey.

Motion was made by Commissioner Jordan, which was seconded by Commissioner Downey to make a one-time allocation of \$26,233 under the stipulation that COG provides report of expenses incurred but not reimbursed totaling \$138,000 upon satisfactory review by County Manager and County Attorney. Require a report of expense account shortfalls before County makes a payout.

Motion was withdrawn by Commissioner Jordan, second withdrawn by Commissioner Downey.

Chairman Baker called a five (5) minute recess from 7:30 to 7:35 pm

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Agenda Item # 11 – Kerr-Tar Regional Council of Governments (COG) request for a one-time special assessment in the amount of \$26,233 was tabled, with County Manager Worth directed to request justification from COG for \$138,000 budget shortfall.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Agenda Item 11-A - Schedule Special Meeting for May 15, 2013 was added to the May 6, 2013 meeting agenda.

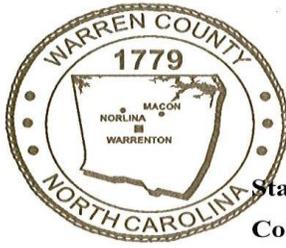
On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, a special meeting was scheduled for May 15, 2013 at 8:45 am to consider request from Kerr Tar Regional Council of Governments for a one-time special assessment of its membership at \$1.39 per capita with Warren County's special assessment in the amount of \$26,233.

Community Development Block Grant (CDBG) Monthly Performance Status Reports from Cathy Alston-Kearney, Executive Director of Warren Family Institute, Grant Administrator for CDBG # 03-C-1187 Ephraim Place Housing Development Project, were presented for Board action.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, February, March and April 2013 Monthly Performance Status Reports for CDBG 03-C-1187 Housing Development Project-Ephraim Place were approved.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Environmental Review for Community Development Block Grant 10-C-2227 Water Hook-Up Project was approved. Chairman Bertadean W. Baker was authorized to sign documentation.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Resolution Declaring Police K-9 Jasso as Surplus Property was approved.



**WARREN COUNTY BOARD OF COMMISSIONERS**

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

State of North Carolina  
County of Warren

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

Linda T. Worth  
County Manager

Angelena Kearney-Dunlap  
Clerk to the Board

**Resolution Conveying Personal Property  
By  
Private Sale**

**WHEREAS**, G.S. 1601-279 states that a county may in lieu of or in addition to an appropriation, convey by private sale, real or personal property to any public or private entity that carries out a public purpose; and

**WHEREAS**, in such conveyance, the County shall attach covenants and/or conditions that assure that said property will be put to a public use by the recipient entity; and

**WHEREAS**, said conveyance must be in accordance with the procedural provisions set forth in G.S. 160A-267.

**NOW, THEREFORE BE IT RESOLVED**, that the Warren County Board of Commissioners hereby orders the County Manager to dispose of and convey by private sale to Nicholas Bankert (Handler):

**“Jasso” Retired Police K-9**

**BE IT FURTHER RESOLVED** that a notice summarizing the contents of the Resolution shall be published in the local newspaper upon its adoption with final conveyance occurring at least ten (10) days after said publication.

**Adopted this 6<sup>th</sup> day of May 2013.**

WARREN COUNTY BOARD OF COMMISSIONERS

*Bertadean W. Baker*  
Bertadean W. Baker, Chairman

ATTEST:

*Angelena Kearney-Dunlap*  
Angelena Kearney-Dunlap, Clerk to the Board

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On motion of Commissioner Ross, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Memorandum of Understanding (MOU) transferring ownership of Police K-9 Jasso to handler Nicholas Bankert for continual care was approved. (MOU on file in Clerk to the Board’s office.)

County Manager Linda T. Worth received bids for Simulcast Radio System Upgrade Project, Phase I as follows:

Granville Communications	\$90,131.97
Radio Communication Company	\$91,940.00
Infinity Technology Distribution & Consulting	Did not bid

After in-depth review of the two proposals received, the County’s Engineering Consultant, Frank Marum of TSS Partners, recommended a contract be awarded to Granville Communications/Wireless Communications of Oxford, NC in the amount of \$118,816.11 to construct an 18 Ghz microwave radio system solution to facilitate completion of Phase I of this project.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, County Manager Linda T. Worth was authorized to contract with Granville Communications/Wireless Communications of Oxford, NC to provide the necessary equipment to construct an 18 Ghz microwave radio system solution at negotiated amount of \$118,816.11 to complete Phase I of the Simulcast Radio System Upgrade Project. FUNDING SOURCE: Capital Project Ordinance Warren County Simulcast System Upgrade

Having been granted authority to enter into contracts up to but not to exceed \$50,000; County Manager Linda T. Worth presented the following for Board’s information.

**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:

Tax Assessor's Office

Turner Business Appraisers  
P.O. Box 1857  
Matthews, NC 28106-1857

I have entered into an Agreement for Business Personal Property Audit Services with Turner Business Appraisers. Funds to facilitate the cost of this agreement will be budgeted in the Tax Assessor's FY 14 departmental budget.

Economic Development Commission

Hargrove International, Inc.  
62 Maxwell Avenue  
St. Simons Island, GA 31522

I have approved a Consulting Contract with Hargrove International, Inc. to provide the EDC with tourism and marketing assistance at a cost of \$14,000. This agreement was also recommended by the Economic Development Commission Board of Directors. Funds to pay the fee of \$14,000 are budgeted in the EDC departmental budget.

Applied Marketing Sciences, LLC  
13295 Illinois St., Suite 303  
Carmel, IN 46032

I have entered into an agreement with Applied Marketing to provide business development services to the EDC at a cost of \$11,000. Funds to pay this fee are budgeted in the EDC departmental budget.

General County

BlueCross BlueShield of NC  
Hill, Chesson & Woody Benefit Services, LLC

I have entered into an Agent Fees Collection Agreement with BCBS of NC and Hill, Chesson & Woody Benefit Services, LLC (HCW) for HCW to provide benefits consulting services to the County at a cost of \$10 per month per employee enrolled in the County's group health insurance plan effective 7/1/13. Funds to pay these costs will be included in the FY 14 General Fund and Enterprise Funds budgets.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, County Manager's report of contracts approved in April 2013 was accepted as information.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, County Manager's Status Report for April 2013 was accepted.

Following is a recap of my work activities for the month of April 2013:

Administration

- Meeting with Senior Center Director (4/1/13)
- Prepared for and attended Board of Commissioners Regular Meeting (4/1/13)
- Met with representatives of the Customer Service Committee to discuss fundraising activity (4/2/13)
- Worked on FY 14 proposed budget with Finance Office staff (4/2/13)
- Attended Environmental Action Team meeting (4/2/13)
- Met with JCPC Budget Committee (4/4/13)
- Met with representatives of HC&W, Benefits Consultants; HR Manager and Com. Downey to discuss FY 14 employee health insurance renewal (4/4/13)
- Annual Leave (4/5/13)
- Facilitated Board of Commissioners Special Meeting with Legislators (4/8/13)
- Meeting with Emergency Services Director (4/10/13)
- Meeting with Animal Control Director (4/10/13)
- Met with Insurance Representative to discuss FY 14 Property & Casualty and Workers Compensation insurance renewals (4/10/13)
- Attended Department Heads Meeting with Springsted representative (4/11/13)
- Attended WWTP Phase 1 Rehab Project close-out meeting (4/11/13)
- Meeting with EDC Director (4/11/13)
- Worked on FY 14 proposed budget with Finance Office staff (4/12/13)
- Meeting with IT Administrator (4/16/13)
- Meeting with Animal Control Director and County Attorney (4/17/13)
- Meeting with EDC Director (4/17/13)

- Prepared for and attended Board of Commissioners Work Session (4/17/13)
- Prepared for and conducted monthly Department Head's meeting (4/18/13)
- Attended KLRWS Advisory Board meeting with Com. Downey (4/22/13)
- Prepared for and Chaired Buck Spring Planning Committee meeting (4/23/13)
- Meeting with Health Director and County Attorney (4/24/13)
- Annual Leave (4/25-26/13)
- Meeting with Congresswoman E. Clayton and J. Mitchell of Senator Hagan's Office to discuss funding opportunities for Buck Spring (4/30/13)

#### **Other Activities**

- Attended Cooperative Extension Service Annual Report to the People (4/1/13)
- Attended NCACC District Meeting with Clerk and County Commissioners (4/18/13)
- Participated in Subway Ribbon Cutting Ceremony with Com. Downey and others Officials (4/24/13)

#### **Project Updates**

##### **Simulcast Radio System/Radio Tower Project**

Bid proposals for radio equipment for this project were received from Motorola and Radio Communications Company (RCC) on 2/22/13. The recommended vendor will be presented to the Board of Commissioners at the 5/6/13 meeting to move this project forward. The State Highway Patrol is moving forward with the construction phase of the Radio Tower on Warren County property located off of Hwy. 158 Bypass.

##### **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. All required documentation has been submitted to Community Investment and Assistance to move this project forward.

##### **Ephraim Place Subdivision CDBG Housing Project**

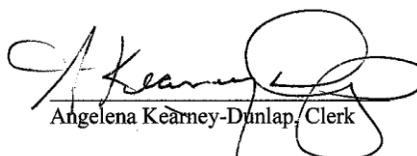
This project is scheduled for close-out on 4/30/13. To my knowledge the four families needed to construct homes in the Ephraim Place Subdivision have not been identified; therefore, the County will be required by the State to repay the \$190,000 CDBG funds received for this housing development project. Repayment must begin on 7/1/13. Funds will be budgeted in the County Manager's proposed FY 14 budget to begin the repayment process.

County Manager Linda T. Worth presented the FY 2014 proposed budget.

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

With no further business to discuss and on motion of Commissioner Ross which was seconded by Commissioner Jordan and duly carried, the May 6, 2013 Board of Commissioners meeting was adjourned at 8:56 pm.

  
Angelena Kearney-Dunlap, Clerk