

MINUTES FROM A SPECIAL MEETING OF THE WARREN COUNTY BOARD OF COMMISSIONERS HELD ON THURSDAY, JUNE 27, 2013 AT 7:00 PM IN THE WARREN COUNTY ARMORY CIVIC CENTER, WARRENTON, NC.

The Special 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 and Finance Director Barry Mayo.

Clerk to the Board of Commissioners read the Conflict of Interest Disclaimer and Notice of Special Meeting.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Chairman of the Board Bertadean W. Baker was designated Voting Delegate to the July 19-21, 2013 National Association of Counties Annual Conference.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Commissioner Ruby Downey was designated Alternate Voting Delegate to the July 19-21, 2013 National Association of Counties Annual Conference.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Application for FY 2013-2014 Home & Community Care Block Grant for Older Adults was approved. Chairman Baker was authorized to sign related documents. Funding source for County match: FY 2014 General Fund Budget.

COUNTY	Total H&CCBG	Local Match	Grand Total
FRANKLIN	406,716	45,191	451,907
GRANVILLE	389,894	43,322	433,216
PERSON	339,286	37,698	376,984
VANCE	339,712	37,746	377,458
WARREN	260,393	28,933	289,326
TOTAL FOR REGION K	1,736,001	192,889	1,928,890

Contract between Warren County Senior Center (The Agency) and Bluedog Associates, Inc. (Caterer) for meals program entered into July 1, 2012 was due to expire July 1, 2013. The Senior Center still required services for catered meals for its participants. Therefore, it was presented to extend current contract with the Caterer for FY 2013- 2014 to begin July 1, 2013 and expiring July 1, 2014 and authorize Chairman Baker to sign same.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, Extension of Contract with Bluedog Associates, Inc. for Caterer Services for Senior Center Meals Program was approved for the period July 1, 2013 to July 1, 2014. Chairman Baker was authorized to sign related documents. Funding source: FY 2014 General Fund Budget.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote; Certifications Regarding Debarment, Suspension and Other Responsibility Matters for Warren County CDBG Grant 10-C-2227 Water Hook-Up Project was approved. Chairman Baker was authorized to sign related documents.

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by unanimous vote; Certifications Regarding Debarment, Suspension and Other Responsibility Matters for Warren County CDBG Grant 11-C-2328 Scattered Sites Housing Project was approved. Chairman Baker was authorized to sign related documents.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, Amendment # 13 to the FY 2012-2013 Warren County Budget

Ordinance to close-out current Budget Year was adopted.

**AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE
2012/2013
Amendment No. 13**

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:

County Commissioners	3,000
County Manager	3,000
Court Facilities	5,000
Board of Elections	10,000
Buildings, Grounds and Maintenance - Contingency	(2,700)
Child Support Officer	500
Warren County School	349,890
Fire Protection	500
Medical Examiner	7,000
Cooperative Extension 4-H Program	2,000
Soil Conservation	3,000
Area Mental Health	1,500
Juvenile Crime Prevention Council	7,719
Senior Center	2,700
Youth Services Bureau	(10,329)
Total	\$ 382,780

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

Sales Taxes	34,000
Restricted Intergovernmental - Other	351,390
Fund Balance Appropriated	(2,610)
Total	382,780

Section 4 of the Warren County Budget Ordinance, pertaining to the Fire Service Districts of the County, shall be amended as follows:

Ridgeway	2,000
Roanoke Wildwood	1,000
Longbridge	1,000
Total	\$ 4,000

Section 5 of the Warren County Budget Ordinance, pertaining to the Fire Service

Districts of the County, shall be amended as follows:

Ridgeway	2,000
Roanoke Wildwood	1,000
Longbridge	1,000
Total	\$ 4,000

This amendment:

- appropriates funds to County Commissioners to prevent overspending in the General Fund Budget in accordance with G.S. 159-28.
Funding Source: Sales Taxes
- appropriates funds to County Manager to prevent overspending in the General Fund Budget in accordance with G.S. 159-28.
Funding Source: Sales Taxes
- appropriates funds to Court Facilities to prevent overspending in the General Fund Budget in accordance with G.S. 159-28.
Funding Source: Sales Taxes
- appropriates funds to Board of Elections to prevent overspending in the General Fund Budget in accordance with G.S. 159-28.
Funding Source: Sales Taxes
- appropriates funds to Child Support Officer to prevent overspending in the General Fund Budget in accordance with G.S. 159-28.
Funding Source: Sales Taxes
- appropriates funds to Warren County Schools for Middle School roof repair.
Funding Source: Lottery Funds
- appropriates funds to Fire Protection to prevent overspending in the General Fund Budget in accordance with G.S. 159-28.
Funding Source: Sales Taxes
- appropriates funds to Medical Examiner to prevent overspending in the General Fund Budget in accordance with G.S. 159-28.
Funding Source: Sales Taxes

- appropriates funds to Cooperative Extension 4-H Program to prevent overspending in the General Fund Budget in accordance with G.S. 159-28.
Funding Source: Sales Taxes
- appropriates funds to Soil Conservation to prevent overspending in the General Fund Budget in accordance with G.S. 159-28.
Funding Source: Sales Taxes
- appropriates funds to Area Mental Health to prevent overspending in the General Fund Budget in accordance with G.S. 159-28.
Funding Source: Nickel a Bottle
- appropriates funds to JCPC to match State allocation.
Funding Source: Youth Services Bureau
- appropriates funds to Senior Center to grade and direct water flow in parking area and driveway.
Funding Source: Buildings, Grounds Maintenance - Contingency
- adjust funding for Youth Services Bureau to match State allocation. This adjustment reduces the County appropriation, thus reducing Fund Balance.
Funding Source: Fund Balance
- appropriates funds to Fire Services Districts to prevent overspending in the General Fund Budget in accordance with G.S. 159-28.
Funding Source: Fire District Taxes

Respectfully Submitted 06/27/2013

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; Amendment # 6 to the CDBG 03-C-1187 Ephraim Place Housing Development Grant Project Ordinance was adopted.

**CAPITAL PROJECT ORDINANCE
WARREN COUNTY
AMENDMENT TO THE GRANT PROJECT ORDINANCE FOR THE
EPHRAIM PLACE HOUSING DEVELOPMENT PROJECT
(Amendment No. 6)**

Section 4 The following amounts are appropriated for the project:

Closing Cost/Down Payment Assistance	(20,000)
Debt Service / Grant Repayment	20,000
	-
Total	\$ -

Explanation:

This amendment reallocates funds in the Ephraim Place Housing Development Project budget. As established in the agreement dated June 4, 2013 with NC Department of Commerce Community Assistance, Warren County will repay grant funds totaling \$190,000 over a 10 year period.

Respectfully Submitted 06-27-2013

Barry J. Mayo
Barry J. Mayo, Finance Director

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, FY 2013-2014 Warren County Budget Ordinance was adopted.

**WARREN COUNTY BUDGET ORDINANCE
FISCAL YEAR 2013-2014**

BE IT ORDAINED BY THE Board of County Commissioners of Warren County, North Carolina:

SECTION 1. APPROPRIATIONS: The following amounts are hereby appropriated in the General Fund for the fiscal year beginning July 1, 2013 and ending June 30, 2014:

<u>ITEM</u>	<u>\$AMOUNT</u>
County Commissioners	\$ 118,739
County Manager	202,700
Human Resources	136,576
Fleet Service	36,229
Finance Office	447,128
Tax Assessor	265,367
Revaluation	5,000
Tax Collection	331,255
County Attorney	102,325
Court Facilities	42,530
Board of Elections	279,786
Register of Deeds	220,531
Miscellaneous Appropriations	8,590
Information Technology	96,863
Buildings, Grounds & Maintenance	519,740
Sheriff's Department	2,359,391
Child Support Enforcement	48,392
Central Communications	643,064
Detention Facility	1,182,972
Emergency Services	157,690
Fire Protection	330,815
Code Enforcement	180,356
Medical Examiner	6,000
Emergency Medical Services	2,451,140
Halifax County EMS	92,449
Animal Control	268,515
KARTS Transportation	34,299
Lake Gaston Weed Control	116,000
Forestry Program	120,000
Planning	174,719
Economic Development Commission	173,780
Kerr Tar HUB	36,000
Cooperative Extension Service	201,104
Buck Spring Camp Development	55,468
Cooperative Ext 4-H Program	4,000
Soil Conservation	175,843
Health Department	3,002,954
Area Mental Health	59,146
Juvenile Crime Prevention Council	3,664
Emergency Shelter Care	7,291
Infinite Possibilities	10,639
DSS Administration	3,669,922
DSS Public Assistance	1,439,697
DSS Local Funds	7,700
DSS Child Support	394,551
Rural Operating Assistance Program	112,197
Senior Center	449,692
Veteran's Service Office	80,840
Warren County Public Schools	4,100,000
SEMAA	130,866
VGCC Satellite Campus	404,712
Libraries	458,665
Recreation Program	431,032
Youth Services Bureau	167,979
Armory	32,000
Debt Services	854,621
Insurance & Fringes	532,000
Transfer To Other Funds: Revaluation Fund	169,000
Contingency	315,000
TOTAL GENERAL FUND APPROPRIATIONS	\$28,459,524

SECTION 2. REVENUES: It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2013 and ending June 30, 2014:

<u>ITEM</u>	<u>\$AMOUNT</u>
Ad Valorem Taxes	17,082,609
Sales Taxes	2,001,600
Other Taxes & Licenses	55,000
Unrestricted – Intergovernmental	117,200
Restricted Intergovernmental – Health	668,715
Restricted Intergovernmental – DSS	1,138,954
Restricted Intergovernmental – DSS 1571	2,151,823
Restricted Intergovernmental – Other	924,391
Permits and Fees	228,575
Sales and Services	1,878,222
Investment Earnings	5,000
Miscellaneous Revenue	299,420

Transfers from Other Funds	5,000
Fund Balance Appropriated	1,903,015
TOTAL GENERAL FUND REVENUES	\$28,459,524

SECTION 3. There is hereby levied a tax rate of \$.66 per one hundred dollars valuation of property listed for taxes as of January 1, 2013 for the purpose of raising the revenue listed as "ad valorem taxes" in the General Fund of this ordinance.

This rate is based upon an estimated total valuation of property for the purposes of taxation of \$2,596,400,669 and an estimated collection rate of 95%. The estimated rate of collection is based on the fiscal year 2012-13 collection rate that is estimated to be 95%. The rate of \$.66 per one hundred dollars valuation of property is levied in support of the General Fund.

SECTION 4. EXPENDITURES: There is appropriated to the fourteen (14) Fire Service Districts, in the amounts listed below proceeds of the service district tax for use by the Fire Service Districts in such a manner and for such expenditures as are permitted by law from the proceeds of these taxes. In the event the actual proceeds from the tax levies exceed or fall short of the appropriated amounts, the actual net proceeds from the taxes shall constitute the appropriation from the tax levy.

Churchill Five Forks	\$ 141,045.00
Central Warren	127,330.00
Macon	41,332.00
Ridgeway	33,559.00
Afton Elberon	84,404.00
Roanoke Wildwood	84,856.00
Hawtree	41,228.00
Littleton	60,841.00
Long Bridge	78,808.00
Arcola	21,456.00
Drewry	51,517.00
Smith Creek	51,893.00
Soul City	29,895.00
Inez	23,159.00
Total	\$ 871,323.00

SECTION 5. REVENUES: There is hereby levied a tax at the rate shown below, per one hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2013, located within the listed special fire districts for generating revenue for said special districts. These rates of tax are based on a ninety-five percent (95%) collection rate. Estimated total of valuation of property for each special fire district for the purpose of taxation are as follows:

Fire Department Valuation and Tax Rate FY 14

Department	Est. Tax Base	FY 14 Tax Rate
Churchill Five Forks	402,463,174	0.0350
Central Warren	162,050,010	0.0790
Macon	80,467,030	0.0500
Ridgeway	65,335,781	0.0500
Afton Elberon	124,551,446	0.0700
Roanoke Wildwood	421,529,175	0.0200
Hawtree	63,312,805	0.0650
Littleton	158,196,405	0.0380
Long Bridge	391,491,343	0.0200
Arcola	81,745,105	0.0260
Drewry	102,432,882	0.0500
Smith Creek	84,449,194	0.0600
Soul City	48,789,224	0.0600
Inez	55,020,270	0.0400
Total	2,241,833,844	

It is estimated that the following revenues will be available in the Fire Service District Special Reserve Fund for the fiscal year beginning July 1, 2013, and ending June 30, 2014:

Fire Department	Current Taxes	Delinquent Taxes	Total Revenue
Churchill Five Forks	\$138,045.00	\$ 3,000	\$141,045.00
Central Warren	115,330.00	12,000	127,330.00
Macon	37,832.00	3,500	41,332.00
Ridgeway	28,359.00	5,200	33,559.00
Afton Elberon	77,404.00	7,000	84,404.00
Roanoke Wildwood	82,156.00	2,700	84,856.00
Hawtree	37,528.00	3,700	41,228.00
Littleton	58,341.00	2,500	60,841.00
Long Bridge	75,808.00	3,000	78,808.00
Arcola	18,956.00	2,500	21,456.00
Drewry	48,517.00	3,000	51,517.00
Smith Creek	47,893.00	4,000	51,893.00
Soul City	27,195.00	2,700	29,895.00
Inez	20,159.00	3,000	23,159.00
Total	\$813,523.00	\$57,800.00	\$871,323.00

SECTION 6. EXPENDITURES: There is appropriated to the Solid Waste Enterprise Fund for the operation of the County's comprehensive solid waste program for fiscal year beginning July 1, 2013, and ending June 30, 2014:

Solid Waste Program	\$1,588,983
---------------------	-------------

SECTION 7. REVENUES: It is estimated that the following revenues will be available in the Solid Waste Enterprise Fund for the fiscal year beginning July 1, 2013 and ending June 30, 2014:

Other Taxes & Licenses	\$1,563,026
Restricted Intergovernmental – Other	3,500
Investment Earnings	100
Miscellaneous	1,000
Fund Balance Appropriated	21,357
TOTAL	\$1,588,983

SECTION 8. There is hereby levied for the fiscal year 2013-2014, a Solid Waste Fee of \$120.00 per household or business not subject to municipal taxation to be deposited in the Solid Waste Enterprise Fund.

SECTION 9. EXPENDITURES. The following amount is hereby appropriated in the Regional Water System Enterprise Fund for the fiscal year beginning July 1, 2013 and ending June 30, 2014:

Regional Water System	\$1,000,573
-----------------------	-------------

SECTION 10. REVENUES. It is estimated that the following revenues will be available in the Regional Water System Enterprise Fund for the fiscal year beginning July 1, 2013 and ending June 30, 2014:

Permits & Fees	\$ 200
Sales & Service	961,405
Investment Earnings	200
Misc. Revenue	38,768
TOTAL	\$1,000,573

SECTION 11. EXPENDITURES. The following amount is hereby appropriated in the District I Water System Enterprise Fund for the fiscal year beginning July 1, 2013 and ending June 30, 2014:

District I Water System	\$491,641
-------------------------	-----------

SECTION 12. REVENUES. It is estimated that the following revenues will be available in the District I Water Enterprise Fund for the fiscal year beginning July 1, 2013 and ending June 30, 2014:

Permits & Fees	\$ 1,200
Sales & Service	489,100
Investment Earnings	300
Misc. Revenue	1,041
TOTAL	\$491,641

SECTION 13. EXPENDITURES. The following amount is hereby appropriated in the District II Water System Enterprise Fund for the fiscal year beginning July 1, 2013 and ending June 30, 2014:

District II Water System	\$518,878
--------------------------	-----------

SECTION 14. REVENUES. It is estimated that the following revenues will be available in the District II Water Enterprise Fund for the fiscal year beginning July 1, 2013 and ending June 30, 2014:

Permits & Fees	\$ 700
Sales & Service	505,000
Investment Earnings	300
Misc. Revenue	12,878
TOTAL	\$518,878

SECTION 15. EXPENDITURES. The following amount is hereby appropriated in the District III Water System Enterprise Fund for the fiscal year beginning July 1, 2013 and ending June 30, 2014:

District III Water System	\$773,257
---------------------------	-----------

SECTION 16. REVENUES. It is estimated that the following revenues will be available in the District III Water Enterprise Fund for the fiscal year beginning July 1, 2013 and ending June 30, 2014:

Permits & Fees	\$ 800
Sales & Service	701,600
Investment Earnings	200
Fund Balance Appropriated	70,657
TOTAL	\$773,257

SECTION 17. EXPENDITURES. The following amounts are hereby appropriated for the Enhanced 911 System Fund for the fiscal year beginning July 1, 2013 and ending June 30, 2014:

Transfer to Other Funds	\$238,368
-------------------------	-----------

SECTION 18. REVENUES. It is estimated that the following revenues will be available for the Enhanced 911 Fund for the fiscal year beginning July 1, 2013 and ending June 30, 2014:

E911 Surcharge	\$238,368
TOTAL	\$238,368

SECTION 19. EXPENDITURES. The following amounts are hereby appropriated for the Octennial Revaluation Fund for the operation of the County revaluation process for fiscal year beginning July 1, 2013 and ending June 30, 2014:

TOTAL	\$55,090
--------------	-----------------

SECTION 20. REVENUES. It is estimated that the following revenue will be available in the Octennial Revaluation Fund for the fiscal year beginning July 1, 2013 and ending June 30, 2014:

Investment Earnings	90
Transfers from Other Funds	50,000
Fund Balance Appropriated	5,000
TOTAL	\$55,090

SECTION 21. There is hereby levied on each marriage license issued during the fiscal year 2013-2014, a tax of \$60.00. The proceeds of such tax shall be deposited in the General Fund.

SECTION 22.

A. Funds belonging to Warren County and deposited to the credit of the Warren County Operating Account and the Warren County Payroll Account may be withdrawn on signatures of Barry Mayo, Warren County Finance Director; Bertadean W. Baker, Chairman, Warren County Board of Commissioners; and Angelena Kearney-Dunlap, Clerk to the Board of Commissioners.

B. All funds belonging to Warren County and deposited to the credit of the Warren County Department of Social Services (DSS) Trust Fund Accounts shall be withdrawn only by checks signed by the Warren County Director of Social Services or the Warren County Manager and counter-signed by the Administrative Officer in the Department of Social Services. Michelle Winstead is authorized to sign such checks as Director of the Department of Social Services; Linda T. Worth is authorized to sign such checks as the Warren County Manager and Mary Ann Roberson is authorized to counter-sign such checks as DSS Administrative Officer.

C. All funds belonging to Warren County deposited to the Public School Building Capital Fund Disbursing Account may be withdrawn on signature of Barry Mayo, Finance Director and Linda T. Worth, County Manager.

D. All funds belonging to Warren County deposited to the Flexible Spending Account (FSA) may be withdrawn on signature of Bertadean W. Baker, Chairman, Warren County Board of Commissioners; Barry Mayo, Finance Director and Linda T. Worth, County Manager.

SECTION 23. There is hereby levied for the fiscal year 2013-2014, a license fee of \$2.00 on each dog of the age of six months or older. The proceeds of such taxes shall be deposited in the General Fund.

SECTION 24. Copies of this ordinance shall be furnished to the Budget Officer and the Finance Director for direction in carrying out their duties.

This budget is prepared on a departmental basis, and need not be amended unless expenditures exceed department appropriations.

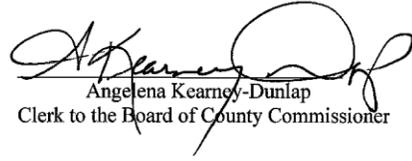
Adopted this the 27th day of June 2013.



Angelena Kearney-Dunlap

 Angelena Kearney-Dunlap, Clerk to the Board of Commissioners

With no further business to discuss and on motion of Commissioner Richardson which was seconded by Commissioner Jordan and duly carried, the June 27, 2013 Budget Special Meeting was adjourned.



Angelena Kearney-Dunlap
Clerk to the Board of County Commissioner

MINUTES FROM A PUBLIC HEARING REGARDING PROPOSED AMENDMENTS TO WARREN COUNTY'S OFFICIAL ZONING ORDINANCE HELD BY THE BOARD OF COUNTY COMMISSIONERS FOR THE COUNTY OF WARREN IN THE WARREN COUNTY ARMORY CIVIC CENTER, MEETING ROOM ON JULY 1, 2013 AT 5:45 PM.

The Public Hearing 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, Finance Director Barry Mayo and County Attorney Karlene Turrentine.

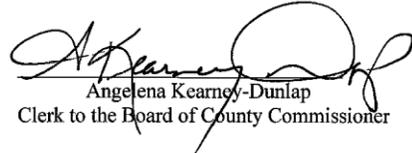
Notice of Public Hearing was read by the Clerk to the Board.

Ken Krulik, Planner/Zoning Administrator gave a brief overview of proposed amendments to the Warren County Zoning Ordinance.

- ~~7. No new commercial signs within a three hundred-fifty (350) foot radius of an existing commercial sign. No new off premise commercial signs (where the sign is not located on the same site/property as the business being advertised) within a three hundred-fifty (350) foot radius of an existing commercial sign. On-premise signs for the business located on the same site/property are not subject to this distance requirement and shall adhere to all other regulations as noted in this ordinance.~~
8. No more than one (1) free-standing, on-premise commercial sign is permitted per business/property (includes all commercial and industrial zoning districts as noted in this ordinance).

There were no Citizen Comments. One e-mail was received by the County Manager and Planner in support of proposed amendments (copy on file with Clerk to the Board).

On motion of Commissioner Ross which was seconded by Commissioner Jordan and duly carried, the July 1, 2013 Zoning Ordinance Public Hearing was adjourned at 5:55 pm.



Angelena Kearney-Dunlap
Clerk to the Board of County Commissioner