

**MINUTES FROM A PUBLIC HEARING FOR 2014 RURAL OPERATING ASSISTANCE PROGRAM (ROAP) FUNDING APPLICATION HELD BY THE BOARD OF COUNTY COMMISSIONERS FOR THE COUNTY OF WARREN IN THE WARREN COUNTY ARMORY CIVIC CENTER MEETING ROOM ON OCTOBER 7, 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 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.

Barry Mayo, Finance Officer gave a brief overview of the FY 2014 program.

“Form for Voluntary Public Involvement” was distributed for completion, documenting public attendance.

There were no Citizen Comments.

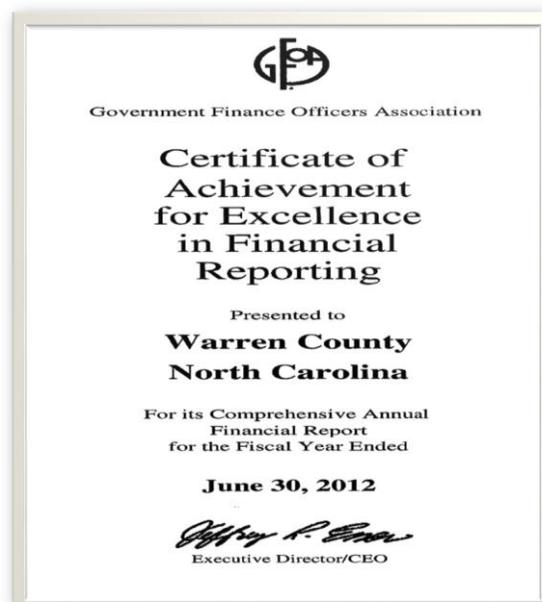
On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, the Public Hearing was adjourned at 5:50 pm.

  
Angelena Kearney-Dunlap, Clerk

**MINUTES FROM THE REGULAR MONTHLY MEETING HELD BY THE BOARD OF COUNTY COMMISSIONERS FOR THE COUNTY OF WARREN IN THE WARREN COUNTY ARMORY CIVIC CENTER MEETING ROOM ON MONDAY – OCTOBER 7, 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, Finance Officer Barry Mayo and County Attorney Karlene Turrentine.

The Warren County Finance Office staff was recognized for receiving a seventh (7<sup>th</sup>) “Certificate of Achievement For Excellence in Financial Reporting” from the Government Finance Officers Association:



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

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

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

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

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

There were no Citizen Comments.

A video presentation was shown from the NC Association of County Commissioners featuring Association President Ray Jeffers and staff updating the Board on issues of concern to counties and ways for County Commissioners to participate in the process.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, October 7, 2013 Suggested Agenda was adopted.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Consent Agenda Item 6A: Minutes were approved as follows: September 3, 2013 Public Hearing – CDBG 11-C-2328 Scattered Sites Housing Project Budget Amendment and Regular Monthly Meeting.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Consent Agenda Item 6B Interest Income Report for August 2013 was accepted:

**INTEREST INCOME REPORT  
Month of August 2013**

FUND	AUGUST INCOME	FISCAL YEAR TO - DATE
General	158.15	337.61
Revaluation	2.34	5.52
E 911 Telephone System	2.50	5.83
Buck Spring Project	2.48	5.89
Ambulance Storage Facility	0.47	1.12
Simulcast System Upgrade	0.65	1.49
Regional Water Enterprise Fund	3.66	8.67
District 1 Enterprise Fund	7.96	18.89
Solid Waste	0.36	0.79
District II Enterprise Fund	6.65	15.78
District III Phase II BANS	0.03	0.07
District III Enterprise Fund	2.43	5.78
Soul City Pump Station Improvements	0.32	0.76
District III Phase III	0.49	1.17
	188.49	409.37

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Consent Agenda Item 6C - Tax Collector’s Report for August 2013 was accepted:

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

**Current Year Collections**

Tax Year	Charge	Collected in AUGUST	Collected to Date	Balance Outstanding	Percentage Collected
AUGUST 2013 FY14	\$160,834,574	\$1,550,773	\$1,630,108	\$14,453,365	10.14
AUGUST 2012 FY13	\$15,912,717	\$1,744,681	\$1,891,859	\$14,020,858	11.89

Delinquent Collections					
2012	\$641,967	\$43,034	\$120,116	\$521,851	18.71
2011	262,672	11,113	30,930	231,742	11.78
2010	154,003	4,030	7,827	146,175	5.08
2009	119,277	951	4,058	115,219	3.40
2008	111,592	1,401	2,892	108,700	2.59
2007	122,184	420	1,653	120,531	1.35
2006	114,966	278	1,469	113,497	1.28
2005	98,361	115	1,097	97,263	1.12
2004	88,437	133	1,002	87,434	1.13
2003	76,031	236	1,493	74,538	1.96
<b>Total Delinquent Years</b>	<b>\$ 1,789,490</b>	<b>\$61,711</b>	<b>\$ 172,537</b>	<b>\$ 1,616,950</b>	

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

\$ 9,239	\$ 24,482
\$ 119,407	\$ 143,959
\$ 47,480	\$ 56,674
\$ 77,344	\$ 89,610
\$ 387	\$ 387

AUGUST GRAND TOTAL

\$ 1,866,341	\$ 2,117,757
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*Starlin L. Beatty*  
 Starlin L. Beatty, Tax Administrator 8/23/2013  
DATE

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

Over \$100	10/7/2013	Date: _____
<b><u>ERROR CORRECTION RELEASES:</u></b>		
HARRISON JOHN W JR	2012 7503 300 H2 25	11951 \$421.19 QUALIFIED FOR AGE EXEMPTION
KOLB DENNIS SR	2013 34523 300 D10 5C	20008 \$218.80 AGEX LEFT OFF IN ERROR
PARHAM GERALDINE	2009 3059 109	47193 \$264.29 MH DEMOLISHED
PARHAM GERALDINE	2010 3059 110	50458 \$236.53 MH DEMOLISHED
PARHAM GERALDINE	2011 3059 111	54191 \$216.79 MH DEMOLISHED
PARHAM GERALDINE	2012 3059 112	61487 \$200.69 MH DEMOLISHED
PARHAM GERALDINE	2013 3059 200	27889 \$181.05 MH DEMOLISHED
PEARCE DWIGHT W	2013 30503 301 K4B 23	11785 \$211.07 DOES'NT OWN MH/LISTED BY C EDWARD
SOLLIDAY JEFF	2013 38279 200	29287 \$164.93 PAID IN VA
WOODHOUSE STACY	2013 37029 300 D9 6	11370 \$179.82 QUALIFIED FOR LAND USE
WOODHOUSE STACY	2013 37029 301 D9 8C1	24450 \$301.58 QUALIFIED FOR LAND USE
<b>SUB-TOTAL ERROR CORRECTIONS:</b>		<b>\$2,596.74</b>
<b><u>MOTOR VEHICLE RELEASES:</u></b>		
COLLIE THOMAS K	2013 38820 2054 BHP9679	70152 \$126.15 RELEASED TO FRANKLIN CO
HUNT MARSHA FLEMING	2013 38719 2596 BHP9648	68910 \$469.06 RELEASED TO HALIFAX CO
WHITEHEAD SAMUEL J	2013 23947 9999 BLF3648	30661 \$ 164.96 RELEASED TO HALIFAX CO
<b>SUB-TOTAL MOTOR VEHICLE RELEASES:</b>		<b>\$760.17</b>
<b>SUB-TOTAL CORRECTION RELEASES:</b>		<b>\$2,596.74</b>
<b>Total Releases</b>		<b>\$ 3,356.91</b>
<b><u>LANDFILL USER FEE RELEASES:</u></b>		
ALSTON VIOLA	2013 1620 200 H10 28	26638 \$ 120.00 NO ELECTRICITY
BULLOCK JANET R	2013 4387 303 F6A 4	1718 \$ 120.00 PRIVATE HAULER/NO LFUF
BURTON ROBERT E	2013 6224 324 G5D 1	1986 \$ 120.00 NO ELECTRICITY
COFFMAN SHARON & ROBERT DAVIS	2013 37000 300 I3D306	1033 \$ 120.00 PRIVATE HAULER/NO LFUF
HARRIS W DENNIS JR & LOREE S	2013 18325 300 E8 6A	6137 \$ 120.00 PRIVATE HAULER/NO LFUF
HOYLE DONALD Y III	2013 25198 301 B10 18C	23078 \$ 120.00 NOTHING ON PROP/NO LFUF
JOHNSON MARIE C HEIRS	2013 22203 300 C10 42	6128 \$ 120.00 NO ELECTRICITY
JORDAN REBECCA ALSTON	2013 28478 200	28093 \$ 120.00 NO ELECTRICITY
KENDRICK LARRY S SR & LINDA S	2013 25300 302 J2C 80	4960 \$ 120.00 NO ELECTRICITY
PENDERGRASS SHIRLEY	2013 30621 302 C5 2E	17329 \$ 120.00 MH LISTED TO DANNER PENDERGRASS
RUSSELL EVELYN H	2013 20668 300 C2 38B	22465 \$ 120.00 NO ELECTRICITY
SRS OF HENDERSON LLC	2013 31864 300 E4 54 A2	16959 \$ 120.00 PRIVATE HAULER/NO LFUF
STEGALL BERTIE H	2013 38910 310 E3 36	12515 \$ 120.00 NO ELECTRICITY
STELMACK JOHN J	2013 25443 300 K4 42	8977 \$ 120.00 NO ELECTRICITY
<b>TOTAL LFUF RELEASES:</b>		<b>\$ 1,680.00</b>
<b>Total Releases</b>		<b>\$ 5,036.91</b>

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

Date: *LDW*  
*9/27/13*

Under \$100		10/7/2013		Date:		
<b>ERROR CORRECTION RELEASES:</b>						
NAME	Year	ACCT#	MAP #	RECORD #	AMOUNT	REASON
ALBIS CARL S JR & OTHERS	2013	28063 300	K2A 71	15190	\$ 18.54	NOT LISTED LATE
AMBROSE MARTHA A	2013	38306 200		29316	\$ 33.30	BOAT OVER ASSESSED
BARNES MIKE	2013	37942 00		28925	\$ 49.57	BOAT LISTED/KEPT IN BRUNSWICK CO
BIOMEDICAL APPLICATIONS OF NC	2013	4144 200		29408	\$ 70.84	BUSINESS PP OVER VALUED
DELL EQUIPMENT FUNDING LP	2012	4202 203		29366	\$ 2.99	INCORRECT YEAR WAS ASSESSED
DELL EQUIPMENT FUNDING LP	2012	36658 200		30800	\$ 11.72	SHOULD BE ASSESSED SEPERATLEY
FOOD LION	2013	1372 200		26278	\$ 12.04	NO LONGER IN COUNTY
FORD LISA	2012	34480 112		61746	\$ 4.02	SOLD BOAT IN 2011
FORD LISA	2013	34480 200		29752	\$ 4.11	SOLD BOAT IN 2011
GIBBS JOSEPH	2013	11976 300		13926	\$ 20.21	BOAT OVER ASSESSED
GILBERTSON GARY D	2013	4688 300	H2 19B	21697	\$ 37.39	DOUBLE BILLED BOAT
GORSUCH M SUSAN	2013	9060 300		15972	\$ 64.33	BOAT ASSESSED TWICE
JOHNS LINDA	2013	11388 300	G5D 51	3891	\$ 27.94	LISTED ALSO ON ACCT 11388 301
JOHNSON HELEN B	2012	6544 112	F5 50A	63411	\$ 40.92	MH LISTED TWICE
JOHNSON HELEN B	2013	6544 300	F5 50A	18952	\$ 40.91	MH LISTED TWICE
JONES LAWRENCE	2013	38579 200		29491	\$ 6.98	PROPERTY LISTED IN VA
KLUTEY JAY	2013	36285 200		29293	\$ 85.71	BOAT OVER ASSESSED
REID ALAN	2013	33037 301	E5 227	5017	\$ 3.30	NO MH ON PROP
SEAL JAMES ROBERT IV	2013	32346 200		29487	\$ 8.45	SOLD BOAT IN 12/5/2012
SHAW WESLEY HEIRS OF	2013	36708 300	L5 111	10991	\$ 21.99	JUNK MH SITTING ON LOT
SNEAD EDITH H	2013	38032 300	K2C 97	11889	\$ 45.98	WRONG VALUE ON BOAT
WILKINS SAMUEL D & LINDA A	2013	21836 300	K2A115	14732	\$ 26.73	BOAT OVER ASSESSED
<b>SUB-TOTAL ERROR CORRECTIONS:</b>					<b>\$ 637.97</b>	
<b>MOTOR VEHICLE RELEASES:</b>						
BAKER LINDA E	2013	12480 1014	ZSW5605	67328	\$6.66	SOLD
BRYANT PEARLINE M	2013	17713 112	SRK4158	57544	\$30.56	DMV ERROR
BURNETTE DON Q	2013	6027 112	VWX3982	59587	\$6.32	TOTAL LOSS
COOPER AL L JR	2013	9334 2091	WYR9585	75532	\$37.00	SOLD
DAVIS DONALD LEE	2013	8896 2134	WPX2323	70232	\$86.66	TRANSFERRED TO CURRITUCK CO
DREWRY VOLUNTEER FIRE DEPT	2013	1772 112	37186V	61203	\$7.10	EXEMPT
EDWARDS LONNIE K	2012	16131 112	ZXT7377	60707	\$11.80	DID NOT RECEIVE FIRST BILL
FARLEY MORRIS W	2013	35278 2451	BY90958	70549	\$66.77	WRONG TRAILER CHARGED
HALL JOHN BILL III	2013	37343 2218	BCH5124	81507	\$14.91	SOLD
HARRIS ELVIS P	2013	449 2160	AAH3922	64985	\$56.84	TRADED
HARRISON ROSEMARY	2013	18531 9999	WTT6600	30567	\$6.10	SOLD
HARRISON ROSEMARY	2013	18531 1988	AKA3402	82555	\$63.95	SOLD
HARTH WILLIE	2013	11664 112	BCH4448	59007	\$13.42	SOLD
HAYWOOD GERRARD A	2013	29172 1076	UNLOCKED	67390	\$5.04	SOLD
HIGGS KARON E	2007	20780 107	WTX1142	40747	\$19.39	RETITLED TO STEP SON
HIGGS KARON E	2008	20780 108	XSA9514	43443	\$19.53	TURND IN TAGS
HONDA LEASE TRUST	2013	20050 2497	ZST8263	74268	\$10.23	TRANSFERRED
HOPKINS JAMES C	2012	28081 112	HD97680	60561	\$1.99	DID NOT RECEIVE FIRST BILL
JACKSON CLIFTON B JR	2013	6154 1023	TXJ9529	67337	\$5.18	HIGH MILEAGE
JIGGETTS ERNESTINE	2010	7929 110	ZPW4734	50149	\$21.54	DMV ERROR
JIGGETTS ERNESTINE	2012	7929 112	ZPW4734	57486	\$18.39	DMV ERROR
JOHNSON WILLIE M	2013	12922 112	ZPW4448	57413	\$4.87	DMV ERROR
JONES MARSHALL R JR	2013	1995 1036	AFS4684	77601	\$12.51	MOVED TO SC
MARTIN WAYNE DALTON	2013	7088 1328	AJR4197	81895	\$15.30	GAVE AWAY
MOORISH HOLY TEMPLE	2012	36825 112	AJR4393	60210	\$69.62	EXEMPT DUE TO RELIGIOUS USE
RICHARDSON ROBERT J	2013	34032 112	BJK7953	60769	\$47.52	TOTALED
RICHARDSON TONY M	2013	27891 107	VRH5753	41429	\$22.91	DMV ERROR
ROBB MARC ALAN	2013	37520 1535	BLH8619	69633	\$14.70	SOLD
SHARPS GEORGE L	2013	15950 2211	NVZ1876	82093	\$33.48	TOTALED
WEST JACQUELINE L	2013	25781 1009	SY1761	76069	\$1.36	SOLD
<b>SUB-TOTAL MOTOR VEHICLE RELEASES:</b>					<b>\$731.65</b>	
<b>SUB-TOTAL CORRECTION RELEASES:</b>					<b>\$637.97</b>	
<b>Total Releases</b>					<b>\$ 1,369.62</b>	

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

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, September 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 Downey and duly carried by unanimous vote, Resolution – National Breast Cancer Awareness Month & Pink Ribbon Week 2013 – October 20-26, 2013 was adopted:



**WARREN COUNTY BOARD OF COMMISSIONERS**

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

Proclamation

**National Breast Cancer Awareness Month  
and Pink Ribbon Week 2013  
by  
Warren County Board of Commissioners**

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

**WHEREAS**, breast cancer is the most commonly diagnosed cancer and the second leading cause of cancer deaths amongst women in North Carolina and the United States;

**WHEREAS**, approximately, 6,330 North Carolina women will be diagnosed with breast cancer and approximately 1,210 North Carolina women will die from the disease in 2012;

**WHEREAS**, every woman is at risk for breast cancer even if she has no family history of the disease, but women over the age of 50 are at the greatest risk for being diagnosed with breast cancer;

**WHEREAS**, a mammogram is the single most effective method of detecting breast changes, long before physical symptoms that may be cancer can be seen or felt;

**WHEREAS**, October is designated as National Breast Cancer Awareness Month;

**WHEREAS**, the pink ribbon is the internationally recognized symbol of breast cancer awareness symbolizing "hope for a cure;"

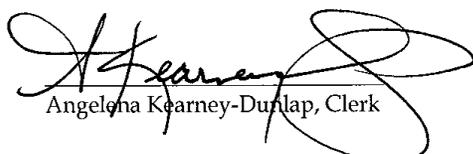
**WHEREAS**, county government agencies, community organizations, churches, synagogues and other places of worship, and work sites can play a special role in educating their members or employees about breast cancer;

**NOW THEREFORE** we, the Warren County Board of Commissioners, do hereby recognize October 2013 as National Breast Cancer Awareness Month and proclaim October 20 through 26, 2013, as Pink Ribbon Week in Warren County by wearing and or/displaying pink ribbons in recognition of breast cancer and in honor of women who are now courageously fighting the battle with breast cancer. We further encourage women to consult with their health care providers concerning regular screening and to promote early detection of breast cancer by having regular clinical breast examinations, getting regular mammograms, and practicing monthly breast self-examination.

Signed this 7<sup>th</sup> day of October 2013

  
Ms. Bertadean Baker, Chairman  
Warren County Board of Commissioners

ATTEST:

  
Angelena Kearney-Dunlap, Clerk

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Amendment # 1 to the Capital Project Ordinance for the Community Development Block Grant (CDBG) Infrastructure Hook-Up Project # 08-C-1865 was approved:

**AMENDMENT TO THE CAPITAL PROJECT ORDINANCE FOR THE  
CDBG INFRASTRUCTURE HOOKUP PROJECT 2008  
(Amendment No. 1)**

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

**Increase Revenues:**

Dept of Commerce	\$	(4,279)
		<hr/>
<b>Total</b>	<b>\$</b>	<b>(4,279)</b>

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

**Increase/(Decrease) Appropriations:**

Administration	109
Water Improvements	<u>(4,388)</u>
<b>Total</b>	<b>\$ (4,279)</b>

Explanation:

This amendment closes the project and adjust the budget to the actual cost.

Respectfully Submitted 10-7-13

*Barry J. Mayo*

\_\_\_\_\_  
Barry J. Mayo  
Finance Director

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Amendment #3 to the Warren County FY 14 Budget Ordinance was approved:

**AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE  
2013/2014  
Amendment No. 3**

**Section 1** of the Warren County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

**Increase/(Decrease) Appropriations:**

Sheriff's Department	8,910
Health Department	4,048
DSS Administration	24,788
Recreation Program	1,050
<b>Total</b>	<b>\$ 38,796</b>

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

**Increase/(Decrease) Revenues:**

Restricted Intergovernmental - Health	4,048
Restricted Intergovernmental - DSS 1571	24,788
Restricted Intergovernmental - Other	8,910
Miscellaneous Revenue	1,050
<b>Total</b>	<b>\$ 38,796</b>

**This amendment:**

- funds are appropriated to Sheriff's Department for mobile radios.  
Funding Source: NC Department of Public Safety
- funds are appropriated to Health Department to match state allocations.  
Funding Source: NC Division of Public Health
- funds are appropriated to DSS Administration for energy assistance program.  
Funding Source: NC Community Foundation
- funds are appropriated to Recreation Program for program supplies.  
Funding Source: Private Contributions

Respectfully Submitted 10/07/2013

*Barry J. Mayo*  
\_\_\_\_\_  
Barry J. Mayo, Finance Director

Having held a required public hearing on October 7, 2013 at 5:45 pm in the Armory Civic Center meeting room, to hear citizen comments regarding FY 2014 Rural Operating Assistance Program (ROAP) Application and funding allocations, the Board of Commissioners took the following actions.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Rural Operating Assistance Program (ROAP) FY 2014 Application and funding allocations were approved. County Manager Worth was authorized to sign related documentation.

<u>PROGRAM</u>	<u>TOTAL</u>
EDTAP	\$53,545.00
EMPL	\$9,708.00
RGP	\$61,602.00
TOTAL	\$124,855.00

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Carolyn W. Spain was appointed to the Warren County Memorial Library Board of Trustees for a three (3) year term expiring June 30, 2016.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, William Nelson Heflin, Jr. was appointed to the Roanoke Wildwood Volunteer Fire District Tax Board for a three (3) year term expiring September 30, 2016.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Lawrence A. Kiser was appointed to the Roanoke Wildwood Volunteer Fire District Tax Board for a three (3) year term expiring September 30, 2016.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Suzanne Bumgarner was appointed to the Roanoke Wildwood Volunteer Fire District Tax Board for a three (3) year term expiring September 30, 2016.

On motion of Commissioner Ross, which was seconded by Commissioner Downey and duly carried by unanimous vote, Anthony B. Moran was appointed to the Roanoke Wildwood Volunteer Fire District Tax Board for a three (3) year term expiring September 30, 2016.

On motion of Commissioner Ross, which was seconded by Commissioner Downey and duly carried by unanimous vote, Peter J. Deschenes was appointed to the Roanoke Wildwood Volunteer Fire District Tax Board for a three (3) year term expiring September 30, 2016.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, Joey Andrews of Afton Elberon Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, William Fuller of Afton Elberon Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by unanimous vote, William Hoofnagle representing Roanoke Wildwood Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by unanimous vote, Paul Bell representing Roanoke Wildwood Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Kenneth Smith, Jr. representing Churchill Five Forks Volunteer Fire

Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Stanley Brothers representing Churchill Five Forks Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, John Alston representing Ridgeway Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Randell Williams representing Ridgeway Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Richardson, which was seconded by Commissioner Downey and duly carried by unanimous vote, Shane B. Harris, representing Inez Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Harrel B. Johnson representing Inez Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Carl R. Bender representing Drewry Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, George Watkins representing Drewry Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, M.C. Clary representing Macon Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Ron Riggan representing Macon Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Joyce Greene-Williams representing Warrenton Rural Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, T. Lee Edmonds representing Warrenton Rural Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Sherion Jones representing Hawtree Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Coleman Perkinson representing Hawtree Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, Sheila Paynter representing Norlina VFD was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Sheriff Johnny Williams representing Norlina Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, L. Capps Martin representing Arcola Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Joseph O. Richardson representing Arcola Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Bob Weathered representing Long Bridge Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Norman Lunde representing Long Bridge Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2014, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, Community Development Block Grant (CDBG) 10-C-2227 Infrastructure Water Hook-Up Project Environmental Review was approved as presented by Karen Foster, Kerr Tar Regional Council of Government (COG) Grants Specialist. Chairman Baker was authorized to sign same.

Water and Sewer District III, Phase III Amendment # 3 to Owner-Engineer Agreement for Professional Services, Exhibit K, between Warren County and Rivers & Associates, Inc. was revised to reflect corrected total of \$36,400 for Agreement modifying the original Agreement dated January 4, 2010 to include engineering services associated with the additional water main section proposed on SR 1738 Birch Lane. Project completion is contingent upon USDA-Rural Development approval. Funding source: USDA-Rural Development Loan/Grant Funds and County funds.

On motion of Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, Water District III, Phase III, Revised Amendment # 3 to Owner-Engineer Agreement for Professional Services, Exhibit K, between Warren County and Rivers & Associates, Inc. revised to reflect corrected total of \$36,400 was approved. Chairman Baker was authorized to sign documentation.

Motion was amended by Commissioner Jordan, which was seconded by Commissioner Ross and duly carried by unanimous vote, approval of Water District III, Phase III, Revised Amendment 3 to Owner-Engineer Agreement for Professional Services is contingent upon USDA-Rural Development approval. FUNDING SOURCE: USDA-Rural Development Loan/Grant Funds and County funds.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, Resolution declaring surplus property and authorizing sale by auction of five (5) Ford Crown Victoria vehicles previously used by the Sheriff’s Office was adopted:



**WARREN COUNTY BOARD OF COMMISSIONERS**

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

*RESOLUTION*

*SALE OF SURPLUS  
 WARREN COUNTY PROPERTY*

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

*WHEREAS, the County of Warren has certain property which has been determined to be of no necessity and may lawfully dispose of such property through public auction.*

*NOW, THEREFORE, BE IT RESOLVED THAT, pursuant to Article 12, North Carolina General Statute NCGS 160A-270, the Warren County Board of Commissioners will sell by auction (web based and/or local) the following personal property (Ford Crown Victoria vehicles), formerly used by the Warren County Sheriff’s Office:*

Year	ID #	Mileage:	Year	ID #	Mileage:
2007	...6042	156,875	2002	...4811	191,501
2005	...2774	172,334	2001	...6852	215,622
2004	...9472	158,973			

*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 7<sup>th</sup> day of October 2013.*

WARREN COUNTY BOARD OF COMMISSIONERS

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Resolution declaring 22 tax foreclosed properties as surplus and authorizing the County Manager to sale the properties by web based or local auction was adopted:



**WARREN COUNTY BOARD OF COMMISSIONERS**

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

*RESOLUTION*

*SALE OF SURPLUS  
 WARREN COUNTY PROPERTY*

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

*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 (Owner) will sell through online or local auction the following real property:*

Property Identification	Acres
B10 39C1 138 Hayesville Rd (Sandy Creek) Henderson	0.77
J12 13A 348 Lee Rd, off Capps Farm, Hollister	1.00
C8 29 Tower Road, Sandy Creek	7.80
F2 6F Cole Farm Rd, SR 134 Lot 36 Hawtree	1.00
L5 36B Pearl Harbor Rd, Littleton, River Township	0.50
D5 123C 150 Rockbound Hill Dr, Tract 8, Warrenton	0.69
D6 75H 588 No Bottom Rd, Warrenton, Lot #2	2.03
D6 28 Off No Bottom Road, Warrenton	2.00

E5 180B	115 Huntsville Rd (off Hester Rd) Lot #2	0.80
I9 19U	Off Highway 43, Arcola (Fishing Creek)	1.50
F7 74E	Baltimore Rd (off SR 1600) Shocco Township	7.23
F6 72S	Baltimore Rd (SR 1600) Lot #9, Warrenton	2.00
G2 32D1	Cole Farm Rd (Hawtree), Warrenton	1.68
C2 11A	Harris Town Rd (off SR 1207) Smith Creek	1.00
H2 39E	Off Churchill Rd (Sixpound) Tract B1, Macon	2.93
D5 123E	Ridgeway-Warrenton Rd (off SR 1107) Tract #5	0.69
D4 D299	106 Washington St, Norlina (Smith Creek)	200 x 200
D4 81	180 Johnson Ln (Off Hawks Rd), Norlina	0.50
B10 45	423 Summit Rd, Sandy Creek, Warrenton	1.00
A3 201	Culpepper Rd, SR 1221 (Nutbush Township)	0.72
I6 74	2685 US Highway 158 E (River Township)	0.55
E6 B119	Harris Turner Funeral Home, 410 Franklin St, Warrenton	200 x 300

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

*A minimum bid has been established per property. The Warren County Board of Commissioners reserves the right to reject any or all bids, to waive informalities, and to award bid in the opinion of the Owner is 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](mailto: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 Newspaper and otherwise appropriately advertised according to law.*

ADOPTED this the 7<sup>th</sup> day of October 2013.

WARREN COUNTY BOARD OF COMMISSIONERS

Amendments to the Records Retention Schedules as revised by Department of Cultural Resources, Division of Archives & Records were presented for Board action as follows: Tax Administration; Register of Deeds and County Management.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, it was ordered to table consideration of Amendments to the Records Retention Schedule for Tax Administration to the November 2013 Regular Board meeting.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, it was ordered to table consideration of Amendments to the Records Retention Schedule for Register of Deeds to the November 2013 Regular Board meeting.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, it was ordered to table consideration of Amendments to the Records Retention Schedule for County Management to the November 2013 Regular Board meeting.

Having been granted authorization to approve contracts up to but not to exceed \$50,000, County Manager approved contracts for September 2013 were submitted for Board's information.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, September 2013 contracts approved by County Manager Linda T. Worth, up to but not to exceed \$50,000 were accepted as information:

RE: Notice of Contracts 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:

Emergency Medical Services

Biomedical Alternatives  
2174 Clover Hill Rd.  
Dayton, VA 22821

A Maintenance Agreement for preventive maintenance of EMS cardiac care equipment has been entered into with Biomedical Alternatives at an annual cost of \$1,080. Funds are budgeted in the EMS departmental budget to cover this expense.

#### Public Works

Howard K. Somerville  
1620 James Court  
Vineland, NJ 08361

The Lease Agreement with Mr. Howard K. Somerville for the Solid Waste Convenience Center site in Drewry has been renewed for the period of October 2, 2013 thru October 2, 2012 at a monthly cost of \$400. Funds are budgeted in the Public Works Enterprise Fund budget to cover this expense.

#### Economic Development Commission

Community Voice Consulting  
Gabriel Cumming, Principal  
108 S. Main St.  
Warrenton, NC 27589

An Extension to the Economic Development Commission Contractor Service Agreement to extend the consulting contract with Community Voice Consulting an additional three months through December 1, 2013 has been entered into. Lapsed salaries from the vacant Economic Development Director position are being used to pay this expense.

#### CDBG Program

Norlina Plumbing  
P.O. Box 955  
Norlina, NC 27563

Three contracts for water connection to the County water system for various Warren County Residents in the CDBG Infrastructure Hook-Up program have been entered into with Norlina Plumbing. This work was bid with the lowest bidder being awarded the contracts. The amount of each contract varies with the work specifications for each individual residence. CDBG funds are being used to pay the expenses associated with this work.

Clement Construction Company  
454 Foxcroft Drive  
Timberlake, NC 27583

A contract for urgent residential housing repair has been entered into with Clement Construction Company for work to be performed for a County Resident in the CDBG Scattered Site Housing Program. This work was bid with the lowest bidder being awarded the contract. The amount of the contract is \$5,000, and is being paid with CDBG funds.

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

**RE: September 2013 Status Report**

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

#### Administration

- Prepared for and attended the Board of Commissioners Special Work Session, Public Hearing and Regular Meeting (9/3/13)
- Met with Firemen's Association to give an update on the Radio System Upgrade Project (9/4/13)
- Met with H. Baskerville, of Health Department, and representatives with the Community Transformation Grant (9/5/13)
- Viewed the Institute for Emerging Issues follow-up webinar to the Manufacturing Works Forum (9/6/13)
- Attended monthly JCPC Advisory Board meeting (9/9/13)
- Met with K. Walters, with the State Energy Office, to discuss how that agency may be able to assist Warren County (9/10/13)
- Viewed and discussed the Local Food Webinar, sponsored by the School of Government, with staff from EDC, Cooperative Extension, and others (9/11/13)

- Met with HR Manager to discuss various issues (9/12/13)
- Met with IT Administrator for scheduled performance evaluation (9/16/13)
- Met with Veterans Service Officer for scheduled performance evaluation (9/16/13)
- Viewed Tax & Tags Webinar with Tax Office and Finance Office Staff (9/17/13)
- Attended FEMA Advisory Board Meeting (9/19/13)
- Participated in conference call with COG staff to discuss potential Golden LEAF CBI grant project (9/23/13)
- Viewed ECIVIS Webinar on grant research and assistance (9/23/13)
- Prepared for and Chaired Buck Spring Planning Committee Meeting (9/24/13)
  
- Met with G. Cumming, EDC Consultant, and T. Brown of NC REAL to discuss potential Golden LEAF CBI grant project (9/25/13)
- Met with Kerr-Tar COG staff and other partners to discuss potential Golden LEAF CBI grant project (9/30/13)

#### **Other Activities**

- Attended and participated in 9/11 Events sponsored by Veterans Service Office (2 Events – Day with School Children and Evening Vigil on Courthouse Square) 9/11/13
- Attended Grand Opening of Airport Road in Franklin County’s Triangle North Industrial Park (9/12/13)
- Participated in the Town of Norlina’s Centennial Parade and Celebration (9/14/13)
- Attended Water Celebration Movie Viewing and Discussion (9/17/13)
- Attended with Interim EDC Director Commerce Secretary Decker’s Listening Session in the RTP (9/20/13)
- Attended FVW Opportunity Family Resource Center Open House (9/26/13)
- Attended VGCC & Warren County Chamber’s Business After Hours at the Armory Civic Center (9/26/13)
- Attended Kerr-Tar COG’s Regional Federal Funding Work Shop (9/27/13)
- Attended Firemen’s Day Parade in Warrenton (9/28/13)
- Attended and participated in DSS-sponsored Affordable Care Act Forum at the Armory (9/30/13)

#### **Project Updates**

##### **Simulcast Radio System Upgrade Project**

The selected contractor for this project, Granville Communications/Wireless NC Communications, is moving forward with implementing the Phase I upgrades to Warren County’s VHF radio system. Some equipment is taking long than anticipated to arrive which may move project completion date to November or early December 2013. The meeting with stakeholders to discuss project implementation is scheduled for October 15, 2013 at 6:30 p.m. at the Armory Civic Center to provide users of the system with information on the project and to answer questions.

##### **Buck Spring Project**

The Buck Spring Project Committee is meeting monthly and continuing to work on developing a recommendation for the Board of Commissioners of a proposed capital project for the Buck Spring property. Warren County has received notification that PARTF funding for Buck Spring has been appropriated. Boy Scouts are volunteering their time to help clean up the nature trail, and others have been solicited to assist with this effort. We are also moving forward to secure estimates on the cost to restore the historical buildings on the property.

#### **CDBG Projects**

##### **2010 and 2011 CDBG Grants**

Bids are continuing to be awarded for water hook-ups and urgent housing repairs that are part of the 2010 Infrastructure CDBG project. The program budget amendment for the 2011 Scattered Site Housing CDBG project has been approved by the Division of Community Assistance. We are working diligently with the Kerr-Tar COG Grant Administrators to move these projects forward to completion.

**Ephraim Place Subdivision CDBG Housing Project**

Close-out of this project has been approved by the Division of Community Assistant with a performance finding that the benefit to assist low-moderate income individuals was not met. As a result of the finding, Warren County is required to pay back in full to the State the \$190,000 housing development CDBG grant received for this project. The first payment of \$19,000 was made on 7/1/13.

**Golden LEAF Community Based Initiatives (CBI) Grant Funding**

County Managers are responsible for receiving and recommending up to three projects for consideration in the Golden LEAF CBI grants program. The 21 counties in the Northeast Prosperity Zone are competing for approximately \$1.5 million per county. I have met with several groups to discuss and review proposed projects. The initial Golden LEAF Request for Invitation has to be submitted by 10/15/13 with information on the projects being submitted on behalf of Warren County. I am working diligently to review the proposals to come up with a fundable slate of projects for Warren County.

On motion of Commissioner Downey, which was seconded by Commissioner Jordan and duly carried by unanimous vote, it was ordered to enter into Closed Session in accordance with NCGS §143-318.11(a)(3) for discussion of Attorney-Client Privileged Matters.

On motion of Commissioner Jordan, which was seconded by Commissioner Downey and duly carried by unanimous vote, it was ordered to return to the October 7, 2013 regular meeting.

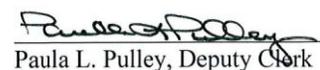
With no further business to discuss and on motion of Commissioner Richardson which was seconded by Commissioner Downey and duly carried by unanimous vote, the October 7, 2013 Board of Commissioners meeting was adjourned.

  
Angelena Kearney-Dunlap, Clerk

**RECORD OF A WORK SESSION HELD BY THE BOARD OF COUNTY COMMISSIONERS FOR THE COUNTY OF WARREN IN THE ARMORY CIVIC CENTER MEETING ROOM ON WEDNESDAY – OCTOBER 16, 2013 AT 6:00 PM.**

The October 16, 2013 Work Session was opened 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 Officer Barry Mayo.

Following the discussion of all business coming before the Board, the work session was adjourned by Chairman Bertadean W. Baker.

  
Paula L. Pulley, Deputy Clerk