

**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, NOVEMBER 3, 2014 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 Director Gloria Edmonds and County Attorney Karlene Turrentine.

The Warren County Board of Commissioners recognized Commissioner Ruby Downey for four (4) years and Commissioner Ulysses S. Ross for twelve (12) years of service as a Warren County Commissioner.

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:**

Don Vandergrift, representing Warren County Habitat for Humanity, addressed the Board regarding waiver of building permit fees for house construction, houses are approximately 1200 sq ft, have an eating area, living room, washer and dryer. Board was requested to give consideration for release of all building permit fees related to construction of seven (7) houses in the Northwoods Subdivision on Walker Street in Norlina. Mr. Vandergrift, thanked the Board for past assistance in waiving fees related to housing construction and hopes to continue receiving the same consideration in the future.

On motion of Commissioner Jordan, which was seconded by Commissioner Richardson and duly carried by unanimous vote, November 3, 2014 Suggested Agenda was adopted.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, October 6, 2014 meeting minutes were approved as follows: ROAP Public Hearing and Regular Monthly Meeting.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Interest Income Report for September 2014 was approved:

**INTEREST INCOME REPORT  
Month of September 2014**

FUND	SEPTEMBER INCOME	FISCAL YEAR TO - DATE
General	110.60	341.61
Revaluation	2.61	7.99
E 911 Telephone System	3.36	10.30
Buck Spring Project	2.40	7.36
Ambulance Storage Facility	0.38	1.16
Simulcast System Upgrade	0.30	0.92
Regional Water Enterprise Fund	3.10	9.52
District I Enterprise Fund	6.77	20.75
Solid Waste	0.79	2.27
District II Enterprise Fund	7.43	22.79
District III Phase II BANS	1.13	3.45
District III Enterprise Fund	0.65	2.01
Soul City Pump Station Improvements	0.31	0.95
District III Phase III	0.14	0.42
	<b>139.97</b>	<b>431.50</b>

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Tax Collector's Report for September 2014 was accepted in accordance with GS 105-350:

**Tax Collector's Report  
to the Warren County Board of Commissioners  
For the Month SEPTEMBER 2014**

**Current Year Collections**

Tax Year	Charge	Collected in SEPTEMBER	Collected to Date	Balance Outstanding	Percentage Collected
SEPTEMBER 2014 FY15	\$16,413,084	\$1,067,981	\$2,829,844	\$13,583,239	17.24
SEPTEMBER 2013 FY14	\$16,085,787	\$1,072,988	\$2,703,096	\$13,382,691	16.80

**Delinquent Collections**

Year	Charge	Collected	Collected to Date	Balance Outstanding	Percentage Collected
2013	\$662,401	\$29,967	\$202,702	\$459,699	30.60
2012	257,432	7,158	38,103	219,329	14.80
2011	157,717	3,558	10,358	147,359	6.57
2010	122,132	2,630	6,517	115,615	5.34
2009	101,716	934	4,338	97,378	4.26
2008	99,449	1,048	4,078	95,372	4.10
2007	115,027	1,153	3,416	111,611	2.97
2006	107,784	726	2,097	105,687	1.95
2005	91,928	183	2,128	89,800	2.31
2004	83,457	67	764	82,693	0.92
<b>Total Delinquent Years</b>	<b>\$ 1,799,043</b>	<b>\$47,424</b>	<b>\$ 274,501</b>	<b>\$ 1,524,543</b>	

**Other SEPTEMBER Receipts**

County Penalties  
Landfill User Fees  
Municipalities  
Fire District Taxes  
Advance Taxes

\$ 8,303	\$ 37,069
\$ 85,020	\$ 247,956
\$ 30,006	\$ 93,069
\$ 54,476	\$ 101,272
\$ 402	\$ 476

**SEPTEMBER GRAND TOTAL**

<b>\$ 1,293,612</b>	<b>\$3,584,187</b>
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*Starlin L. Beatty, Tax Administrator*      10/27/2014  
Starlin L. Beatty, Tax Administrator      DATE

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Tax Release Requests (Over \$100) was approved:

Over \$100	11/3/2014	Date:	
<b><u>ERROR CORRECTION RELEASES:</u></b>			
CAROLINA TELEPHONE	2014 1748 204	26896	\$296.16 CLERICAL ERROR, FIRE TAX CHARGE ONLY
CAROLINA TELEPHONE	2014 1748 204	26937	\$2,131.24 CLERICAL ERROR, FIRE TAX CHARGE ONLY
CAROLINA TELEPHONE	2014 1748 207	26942	\$123.14 CLERICAL ERROR, FIRE TAX CHARGE ONLY
CAROLINA TELEPHONE	2014 1748 208	26939	\$121.14 CLERICAL ERROR, FIRE TAX CHARGE ONLY
CARTER ROLAND	2010 27243 200	29447	\$582.64 DOUBLE BILLED ALSO ON G6 31
CARTER ROLAND	2011 27243 211	29447	\$618.28 DOUBLE BILLED ALSO ON G6 31
CARTER ROLAND	2012 27243 200	29447	\$612.09 DOUBLE BILLED ALSO ON G6 31
CARTER ROLAND	2013 27243 113	60283	\$601.07 DOUBLE BILLED ALSO ON G6 31
CARTER ROLAND	2014 27243 200	29447	\$501.76 DOUBLE BILLED ALSO ON G6 31
COLEMAN ELIZABETH HEIRS	2014 8682 113      C6 34C	26860	\$447.96 CLERICAL ERROR, DISCOVERY MADE EARLIER
GLEN RAVEN CUSTOM FABRICS LLC	2014 29107 200	26540	\$3,311.69 ORIGINAL BILL INCORRECTLY ASSESSED
GLEN RAVEN CUSTOM FABRICS LLC	2014 29107 200	26885	\$19,383.12 RELEASING DISCOVERY/INCORRECT AMOUNT
JOHNSON WILLIE F & OTHERS	2014 4518 302      E2 169	6216	\$433.96 ATTORNEY ERROR, INCORRECT ACREAGE
OWENS ROY WAYNE	2013 29710 300      L2C 52	60592	\$243.12 DWELLING IN VERY POOR COND
OWENS ROY WAYNE	2014 29710 300      L2C 52	785	\$243.12 DWELLING IN VERY POOR COND
POWELL WALTER E	2014 1765 200	26927	\$192.39 MH SOLD ON 12/2013
ROBERTSON CATHERINE	2004 3987 104	32632	\$239.78 DOUBLE LISTED/ALSO ON C2 40 H1
ROBERTSON CATHERINE	2005 3987 105	34988	\$228.33 DOUBLE LISTED/ALSO ON C2 40 H1
ROBERTSON CATHERINE	2006 3987 106	37558	\$211.24 DOUBLE LISTED/ALSO ON C2 40 H1
ROBERTSON CATHERINE	2007 3987 107	40009	\$197.54 DOUBLE LISTED/ALSO ON C2 40 H1
ROBERTSON CATHERINE	2008 3987 108	42468	\$186.27 DOUBLE LISTED/ALSO ON C2 40 H1
ROBERTSON CATHERINE	2009 3987 109	45126	\$166.02 DOUBLE LISTED/ALSO ON C2 40 H1
ROBERTSON CATHERINE	2010 3987 110	48058	\$171.78 DOUBLE LISTED/ALSO ON C2 40 H1
ROBERTSON CATHERINE	2011 3987 111	51249	\$160.78 DOUBLE LISTED/ALSO ON C2 40 H1
ROBERTSON CATHERINE	2012 3987 112	55154	\$150.34 DOUBLE LISTED/ALSO ON C2 40 H1
ROBERTSON CATHERINE	2013 3987 113	59935	\$144.14 DOUBLE LISTED/ALSO ON C2 40 H1
ROBERTSON CATHERINE	2014 3987 200	26523	\$131.52 DOUBLE LISTED/ALSO ON C2 40 H1
SPARKS WILLIAM B & CAROLYN K	2013 13246 113	60611	\$100.83 BUILDING REMOVED PRIOR TO 1/1/2013
WARREN COUNTY	2014 2267 300      E6B 119	5512	\$886.67 EXEMPT PROPERTY
<b>SUB-TOTAL ERROR CORRECTIONS:</b>			<b>\$32,816.16</b>
<b><u>MOTOR VEHICLE RELEASES:</u></b>			
SAFERITE WARREN E	2006 24703 106      VWV5803	36810	\$262.16 VEHICLE SOLD/TAXPAYER DECEASED
<b>SUB-TOTAL MOTOR VEHICLE RELEASES:</b>			<b>\$262.16</b>
<b>SUB-TOTAL CORRECTION RELEASES:</b>			<b>\$32,816.16</b>
<b>Total Releases</b>			<b>\$ 33,078.32</b>

**LANDFILL USER FEE RELEASES:**

BAKER BARBARA D	2014 3904 300	F5 36	12643 \$	120.00	PRIVATE HAULER
BKING PROPERTIES LLC	2014 35595 300	F8 119	6791 \$	3,720.00	PRIVATE HAULER
BROWN EDDIE J	2014 27882 300	M4B 28	7517 \$	120.00	PRIVATE HAULER
BROWN VOPYETTE P H	2014 21108 300	B6A 51	7919 \$	120.00	PRIVATE HAULER
CURRIN JOY A & RONALD E	2014 30320 300	I5 44 45	1587 \$	120.00	DWELLING VACANT SINCE 2009
DAVIS CALVIN	2014 10607 300	D7A 15	3539 \$	120.00	PRIVATE HAULER
DAVIS MICHAEL W & SARAH ANN	2014 31628 300	C6 56 A1	23922 \$	120.00	NO ELECTRICITY
DURHAM LOUISE V	2014 12512 300	C8 56	5430 \$	120.00	NO ELECTRICITY
FIELDS LEWIS P	2014 14227 302	K3C 167C	19038 \$	120.00	PRIVATE HAULER
FIELDS LEWIS P	2014 14227 300	L2D 143	3660 \$	120.00	PRIVATE HAULER
FOLKES NAOMI E	2014 1371 300	C4 43C	16771 \$	120.00	PRIVATE HAULER
GREEN ELEANOR M	2014 16224 302	C7 69A	18891 \$	120.00	NO ELECTRICITY
HICKS CLYDE A JR	2014 19812 300	D4 29	6919 \$	120.00	MH USED FOR STORAGE
O NEILL WILLIAM J	2014 18464 300	L2C 176	5375 \$	120.00	PRIVATE HAULER
RICHARDSON PATTIE B	2014 34018 300	H8 39A	16540 \$	120.00	NO ELECTRICITY
ROBERTS DARRELL	2014 9969 300	L2C223	8054 \$	120.00	PRIVATE HAULER
SILVER ANNETTE	2014 17834 301	E5D 88	6068 \$	120.00	MH BURNED IN 2013
STELLMACK JOHN H	2014 25443 300	K4 42	8977 \$	120.00	NO ELECTRICITY
STEMBRIDGE C G III	2014 17689 300	L2D 353	13441 \$	120.00	PRIVATE HAULER
SULLIVAN MARK & JAN	2014 9004 301	L2B 12 13	11784 \$	120.00	PRIVATE HAULER
TERRY JOHN	2014 2796 300	B6 55	19463 \$	120.00	PRIVATE HAULER
VAUGAN LARRY	2014 48402 200		27081 \$	120.00	PRIVATE HAULER
WENDT E REV LIVING TRUST	2014 32641 300	L3B 14A	10504 \$	120.00	PRIVATE HAULER
WHITW MARCIA G & MARVIN	2014 3343 200	I3D 304	28760 \$	120.00	PRIVATE HAULER
WOODY ROBERT	2014 10915 301	G6 9B	14220 \$	120.00	PRIVATE HAULER

**TOTAL LFUF RELEASES:** \$ 6,600.00  
**Total Releases** \$ 39,678.32

County Manager approved Tax Release Requests (Under \$100) were accepted:

*10/27/14*  
Date: LOW

Under \$100		11/3/2014				
<b>ERROR CORRECTION RELEASES:</b>						
NAME	Year	ACCT#	MAP #	RECORD:	AMOUNT	REASON
BAKER LESLIE	2012	39461 300	F2 6F	24819 \$	20.87	DOUBLE BILLED IN ERROR
BAKER LESLIE	2013	39461 300	F2 6F	24818 \$	20.87	DOUBLE BILLED IN ERROR
GAINNEY STEPHANIE N	2014	37588 300	L3D 57I	24522 \$	57.08	BOAT CHARGED TWICE
JONES SHIRLEY C	2010	22922 300	L2A 41	7011 \$	39.87	DOUBLE BILLED AS REAL & PERSONAL PROP
JONES SHIRLEY C	2011	22922 300	L2A 41	7011 \$	39.82	DOUBLE BILLED AS REAL & PERSONAL PROP
JONES SHIRLEY C	2012	22922 300	L2A 41	7011 \$	38.36	DOUBLE BILLED AS REAL & PERSONAL PROP
JONES SHIRLEY C	2013	22922 300	L2A 41	7011 \$	34.32	DOUBLE BILLED AS REAL & PERSONAL PROP
JONES SHIRLEY C	2014	22922 300	L2A 41	7011 \$	30.28	DOUBLE BILLED AS REAL & PERSONAL PROP
SHEARIN LINDA S	2014	36933 301	E5D 147	5517 \$	28.27	LOT INCORRECTLEY LISTED IN SIZE
<b>SUB-TOTAL ERROR CORRECTIONS:</b>				\$	<b>309.74</b>	
<b>SUB-TOTAL CORRECTION RELEASES:</b>					<b>\$309.74</b>	
<b>Total Releases</b>				\$	<b>309.74</b>	

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Employee Performance Bond for Yvonne Alston, Register of Deeds was approved effective December 1, 2014 through December 1, 2015 at a bond premium cost of \$100 for \$10,000 coverage.

On motion of Commissioner Richardson, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Employee Performance Bond for Sheriff Johnny M. Williams was approved effective December 5, 2014 through December 5, 2015 at a bond premium cost of \$100 for \$20,000 coverage.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, Amendment # 4 to the FY 2014-15 Warren County Budget Ordinance was adopted:

**AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE  
2014/2015  
Amendment No. 4**

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

**Increase/(Decrease) Appropriations:**

Health Department	\$ 49,285
Code Enforcement	3,722
Planning/Zoning	2,576
Rural Operating Assistance Program	(13,926)
Armory	9,114
Finance Department	455
Information Technology Department	455
Sheriff Department	455
Building, Grounds and Maintenance	455
Economic Development Commission	20,278
Parks and Recreation	8,691
Animal Control	1,900
Building, Grounds and Maintenance - Contingency	(10,934)
Building, Grounds and Maintenance - Major Building Repairs	(57,256)
<b>Total</b>	<b>\$ 15,270</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	\$ (1,673)
Miscellaneous Revenue	1,900
Fund Balance Appropriated	21,364
Restricted Intergovernmental - Other	(6,321)
<b>Total</b>	<b>\$ 15,270</b>

**This amendment:**

- appropriates additional funds to the following departmental budgets for a new roof. This expense was approved at the October 6, 2014 Board of Commissioners meeting.
 

Health Department	- \$50,958
Code Enforcement	- \$3,722
Planning/Zoning	- \$2,576

Funding Source: Building, Grounds and Maintenance - Major Building Repairs
- adjust the Health Department budget to agree with State grants.
 

Funding Source:	North Carolina Department of Health and Human Services
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- adjust the Rural Operating Assistance budget to agree with grant funding.
 

Funding Source:	North Carolina Department of Transportation - Public Transportation
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- appropriates additional funds to the Armory budget for the building maintenance (i.e., acoustical project).
 

Funding Source:	Building, Grounds and Maintenance - Contingency
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- appropriates additional funds to the following departmental budgets for the installation of an alarm system:
 

Finance	
Information Technology	
Sheriff	
Building, Grounds and Maintenance	

Funding Source: Building, Grounds and Maintenance - Contingency
- appropriates NC ADFP Trust Funds (Warren Agricultural Enterprise Center Grant) to the Economic Development Commission Budget. These funds were received in FY 14 however they were not spent.
 

Funding Source:	Fund Balance Appropriated
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- appropriates additional funds to the Parks and Recreation budget to complete the Buck Spring Park Project.
 

Funding Source:	NC Parks and Recreation Trust Fund - \$7,605
	Fund Balance Appropriated - \$1,086
- appropriates additional funds to the Animal Control budget for contracted services (i.e., Rockin E Ranch for horse boarding due to legal seizure).
 

Funding Source:	Private Contributions
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Respectfully Submitted 11/03/2014

*Gloria M. Edmonds*

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Gloria M. Edmonds, Finance Director

Having discussed the following items during October 15, 2014 work session, the Board of Commissioners took action as indicated:

**Warren County Travel Policy – Revised  
Buck Spring Project Committee recommendation.**

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, recommended amendment to the Warren County Travel Policy was adopted effective November 1, 2014 to: **Remove statement from Section 3.I. Meal Allowance:** “Also, no reimbursement will be made for a meal when the conference or hotel provides a continental breakfast”.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, recommendation to adopt three-phase development plan for the historic Buck Spring Property was accepted. County Manager Worth was authorized to move forward to implement the Phase I Buck Spring development plan utilizing funds on hand in the Buck Spring Regional Leadership Center Capital Project Budget.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross, motion was made to approve waiver of building permit fees for seven (7) houses to be constructed by Habitat for Humanity.

Motion was withdrawn by Commissioner Richardson to approve waiver of building permit fees for seven (7) houses constructed by Habitat for Humanity, Commissioner Ross withdrew his second to the motion.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross, and duly carried by unanimous vote, request from Warren County Habitat for Humanity to waive building permit fees in the amount of \$374, for construction of a house on Lot #3 in the Northwoods Subdivision, Norlina was approved.

On motion of Commissioner Richardson, which was seconded by Commissioner Ross and duly carried by unanimous vote, “Resolution – Sale of Surplus Warren County Property” and authorization to sale by auction (or authority to discard if not sold), was approved with Chairman Baker authorized to sign the Resolution.

**RESOLUTION  
SALE OF SURPLUS  
WARREN COUNTY PROPERTY**

**WHEREAS**, the County of Warren has certain properties which are no longer used by Warren County Animal Control and may lawfully dispose of such property through on-line auction or disposal.

**NOW, THEREFORE, BE IT RESOLVED THAT**, pursuant to Article 12, North Carolina General Statute 160A-268, the Warren County Board of Commissioners authorize the sale through on-line auction or disposal of:

*2002 Ford F150 Pick-Up ID 2700 (Animal Control)*

*2006 Ford Crown Victoria ID 3612 (Tax Office)*

This item is being sold in “as is” condition with no warranties.

The Warren County Board of Commissioners reserves the right to reject any or all bids, to waive informalities, and to award bid in the opinion of the Owner in its best interest.

**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 sell property; and that advertising, describing the property, the method for bidding and the date, time and place for the bid opening be placed with auction site, notice in the Warren Record Newspaper and otherwise appropriately advertised according to law.

**ADOPTED this the 3<sup>rd</sup> day of November 2014.**

WARREN COUNTY BOARD OF COMMISSIONERS

ATTEST:

Bertadean W. Baker, Chairman

On motion of Commissioner Ross, which was seconded by Commissioner Downey and duly carried by unanimous vote, County Manager’s Report of activities for October 2014 was approved as presented.

### **Administration**

- Meeting with Buildings & Grounds Manager to discuss various building projects (10/1/14)
- Sick Leave (10/2-3/14)
- Attended Triangle North Marketing Committee Meeting (10/6/14)
- Prepared for and attended Board of Commissioners Regular Meeting (10/6/14)
- Sick Leave (10/7/14)
- Met with Economic Development Director to discuss Buck Spring Project (10/8/14)
- Prepared for and attended Buck Spring Project Committee Meeting 10/10/14)
- Met with CADV's new Executive Director to discuss status of agency (10/14/14)
- Prepared for and attended Board of Commissioners Work Session (10/15/14)
- Meeting with HR Manager and Prudential Representative to discuss County Retirement Plans (10/20/14)
- Meeting with County Attorney to discuss legal matters (10/22/14)
- Meeting with Buildings & Grounds Manager to discuss various building projects (10/22/14)
- Meeting with CSE Supervisor and Others to discuss office space needs (10/22/14)
- Annual Leave (10/24/14)
- Attended KLRWS Advisory Board Meeting with Com. Downey (10/27/14)
- Meeting with Ms. P. Allen, Domestic Violence service provider (10/29/14)
- Meeting to discuss CSE Office space needs with building owner (10/29/14)
- Viewed DHHS Webinar with DSS staff representatives (10/29/14)
- Attended Lunch & Learn with County Staff (10/30/14)
- Meeting with VGCC President (10/31/14)

### **Other Activities**

- Attended Funeral Services for Mrs. Yvonne Alston, Widow of Com. Clinton Alston (10/11/14)
- Attended and participated in Warren County's Annual Employee Service Awards Program (10/22/14)

### **Project Updates**

#### **Simulcast Radio System Upgrade Project – Phase II**

We have contracted with a consultant to study two State Highway Patrol Towers to determine if they are structurally capable of supporting Warren County's proposed Phase II radio equipment. The study should be completed in six to eight weeks. We will advise the Board of Commissioners the outcome of the study as the results will determine how we proceed to implement Phase II of this project.

#### **Buck Spring Project**

The Buck Spring Project Committee's recommendation of a proposed capital project for the Buck Spring property was presented at the Board of Commissioners' Work Session on 10/15/14. The recommendation will be on the action agenda at the Board of Commissioners' November 3, 2014 regular monthly meeting. Work at Buck Spring financed by the PARTF grant and county matching funds has been completed. We are now replacing the fence around Nathaniel Macon's grave and reinforcing the access road to the dock with county funds.

### **CDBG Projects**

#### **2011 CDBG Grants**

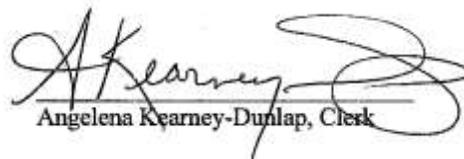
Work is ongoing as we make every effort to complete work in the 2011 Scattered Site CDBG Grant Project.

#### **Golden LEAF Community-Based Grantsmaking Initiative**

The Golden LEAF Grant Agreement for the \$50,000 Planning Grant for the Warren County CAVE project has been executed and returned, and Golden LEAF has approved the Project Management Plan and the Budget for this grant. Our CAVE Team has finalized a scope of work with the School of Government's Development Finance Institute (DFI) to facilitate the preparation of required work products, i.e. pre-development phase (business plan, facility utilization plan; and pre-construction phase (engineering/architectural review, facility design, etc.) to satisfy the GL grant requirements. We are now awaiting the formal agreement with DFI so we can move forward to complete these work products.

Comments and recognition of family members were made by outgoing Commissioners Ross & Downey.

With no further business to discuss and on motion of Commissioner Ross which was seconded by Commissioner Downey and duly carried, the November 3, 2014 Board of Commissioners meeting was adjourned at 6:35 pm.



Angelena Kearney-Dunlap, Clerk