

**MINUTES FROM THE ORGANIZATIONAL MEETING HELD BY THE BOARD OF COMMISSIONERS FOR THE COUNTY OF WARREN IN THE ARMORY CIVIC CENTER MEETING ROOM ON DECEMBER 1, 2014 AT 5:45 PM**

Commissioner Bertadean Baker and Commissioners Elect Tare Davis and Victor Hunt were administered oaths of office.

The organizational meeting of the Board of County Commissioners was called to order by County Attorney Karlene Turrentine. The following Commissioners were present: Bertadean Baker, Tare Davis, Victor Hunt, Jennifer Jordan and Barry Richardson.

Commissioner Bertadean Baker and Commissioners Elect Tare Davis and Victor Hunt were administered oaths of office.

County Attorney Karlene Turrentine opened the floor for nominations for Chairman of the Board. Commissioner Hunt nominated Commissioner Barry Richardson as Chairman of the Board of Commissioners.

After inquiring whether there were other nominations to be considered and hearing none, Commissioner Davis put forward the second, which motion was duly carried by unanimous vote, and Commissioner Barry Richardson was declared Chairman of the Board of Warren County Commissioners.

Chairman Richardson opened the floor for nominations for Vice-Chairman of the Board.

Commissioner Baker nominated Commissioner Jennifer Jordan as Vice-Chairman of the Board of Commissioners.

Commissioner Davis nominated Commissioner Bertadean Baker as Vice-Chairman of the Board of Commissioners.

Commissioner Baker declined nomination as Vice-Chairman of the Board of Commissioners.

Nominations for Vice-Chairman were closed on motion of Commissioner Hunt which was seconded by Commissioner Baker, and duly carried by unanimous vote.

Commissioner Jennifer Jordan was declared Vice-Chairman of the Board of Warren County Commissioners.

On motion of Commissioner Jordan which was seconded by Commissioner Hunt and duly carried by unanimous vote, Karlene Turrentine was re-appointed as Warren County Attorney.

On motion of Commissioner Baker which was seconded by Commissioner Jordan and duly carried by unanimous vote, Angelena Kearney-Dunlap was re-appointed as Clerk to the Board of Warren County Commissioners.

On motion of Commissioner Jordan which was seconded by Commissioner Hunt and duly carried by unanimous vote, Paula Pulley was re-appointed to serve as Deputy Clerk to the Board of Warren County Commissioners.

On motion of Commissioner Baker, which was seconded by Commissioner Hunt and duly carried by unanimous vote, Bonnie C. Andrews was re-appointed as Deputy Tax Collector.

On motion of Commissioner Baker, which was seconded by Commissioner Hunt and duly carried by unanimous vote, Gladys Banks was re-appointed as Deputy Tax Collector.

On motion of Commissioner Baker, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Yvonne Sharps was re-appointed as Deputy Tax Collector.

On motion of Commissioner Baker, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Alma Jane Wilson was re-appointed as Deputy Tax Collector.

On motion of Commissioner Jordan, which was seconded by Commissioner Hunt and duly carried by unanimous vote, Karen Towns was re-appointed as Delinquent Tax Collector.

On motion of Commissioner Davis, which was seconded by Commissioner Baker and duly carried by unanimous vote, First Citizens Bank & Trust Company of Warrenton, NC was designated as a Depository for Warren County Funds as of December 1, 2014.

On motion of Commissioner Hunt, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Branch Banking & Trust Company of Warrenton, NC was designated as a Depository for Warren County Funds as of December 1, 2014.

On motion of Commissioner Davis, which was seconded by Commissioner Baker and duly carried by unanimous vote, N.C. Capital Management Trust of Charlotte, NC was designated as a Depository for Warren County Funds as of December 1, 2014.

On motion of Commissioner Hunt, which was seconded by Commissioner Baker and duly carried by unanimous vote, Warren County Finance Officer Gloria Edmonds was designated position/individual with Authorization to Honor Facsimile Signatures for Warren County Operating Account, Warren County General Fund Payroll Account and Warren County Flexible Spending Account as of December 1, 2014.

On motion of Commissioner Baker, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Chairman of the Board of County Commissioners Barry Richardson was designated position/individual with Authorization to Honor Facsimile Signatures for Warren County Operating Account, Warren County General Fund Payroll Account and Warren County Flexible Spending Account as of December 1, 2014.

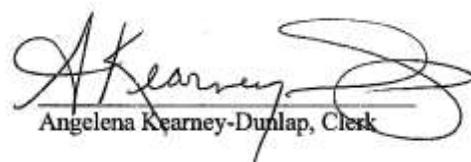
On motion of Commissioner Jordan, which was seconded by Commissioner Hunt and duly carried by unanimous vote, Clerk to the Board of County Commissioners Angelena Kearney- Dunlap was designated position/individual with Authorization to Honor Facsimile Signatures for Warren County Operating Account, Warren County General Fund Payroll Account and Warren County Flexible Spending Account as of December 1, 2014.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, Interim Director of Social Services Wilbert Morris or Warren County Manager Linda T. Worth were designated positions/individuals with Signatory Authorization for Warren County Department of Social Services (DSS) Trust Fund Account as of December 1, 2014.

Motion was amended by Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, to authorize Interim Director of Social Services Wilbert Morris **and/or** Warren County Manager Linda T. Worth as designated positions/individuals with Signatory Authorization for Warren County DSS Trust Fund Account as of December 1, 2014.

On motion of Commissioner Hunt, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Department of Social Services Administrative Officer II – Mary Ann Roberson was designated position/individual with Signatory Authorization for Warren County Department of Social Services Trust Fund Account as of December 1, 2014.

On motion of Commissioner Davis, which was seconded by Commissioner Baker and duly carried, the December 1, 2014 annual organizational meeting of the Warren County Board of Commissioners was adjourned.



Angelena Kearney-Dunlap, Clerk

**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, DECEMBER 1, 2014 AT 6:00 PM.**

The meeting was called to order by Chairman Barry Richardson. Other Commissioners present: Bertadean Baker, Tare Davis, Victor Hunt and Jennifer Jordan. Others in attendance: County Manager Linda T. Worth, County Finance Director Gloria Edmonds 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.*

There were no Citizen Comments:

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, December 1, 2014 Agenda was adopted with the following amendment:

- Added agenda item:** 17-A. Schedule Joint Meeting with Economic Development Commission
- 17-B. Adopt CDBG Citizens Participation Plan

On motion of Commissioner Jordan, which was seconded by Commissioner Davis and duly carried by unanimous vote, Consent Agenda Item 6A - Minutes of November 3, 2014 meeting were approved.

On motion of Commissioner Jordan, which was seconded by Commissioner Davis and duly carried by unanimous vote, Consent Agenda Item 6B – Interest Income Report for October 2014 was approved:

**INTEREST INCOME REPORT  
Month of October 2014**

FUND	OCTOBER INCOME	FISCAL YEAR TO - DATE
General	98.62	440.23
Revaluation	2.69	10.68
E 911 Telephone System	3.49	13.79
Buck Spring Project	2.48	9.84
Ambulance Storage Facility	0.39	1.55
Simulcast System Upgrade	0.31	1.23
Regional Water Enterprise Fund	9.11	18.63
District 1 Enterprise Fund	6.99	27.74
Solid Waste	0.07	2.34
District II Enterprise Fund	7.68	30.47
District III Phase II BANS	1.16	4.61
District III Enterprise Fund	0.68	2.69
Soul City Pump Station Improvements	0.32	1.27
District III Phase III	0.02	0.44
	<b>134.01</b>	<b>565.51</b>

On motion of Commissioner Jordan, which was seconded by Commissioner Davis and duly carried by unanimous vote, Consent Agenda Item 6C – Tax Collector’s Report for October 2014 was accepted in accordance with NCGS 105-350:

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

**Current Year Collections**

Tax Year	Charge	Collected in OCTOBER	Collected to Date	Balance Outstanding	Percentage Collected
OCTOBER 2014 FY15	\$16,436,599	\$641,088	\$3,470,932	\$12,965,667	21.12
OCTOBER 2013 FY14	\$16,764,651	\$991,412	\$36,944,508	\$13,070,143	22.04

**Delinquent Collections**

Year	Charge	Collected	Collected to Date	Balance Outstanding	Percentage Collected
2013	\$662,066	\$25,020	\$227,722	\$434,344	34.40
2012	257,381	7,409	45,512	211,869	17.68
2011	157,615	3,531	13,889	143,726	8.81
2010	122,084	1,442	7,959	114,125	6.52
2009	101,701	1,040	5,378	96,323	5.29
2008	99,375	263	4,341	95,035	4.37
2007	114,991	216	3,632	111,359	3.16
2006	107,784	169	2,266	105,518	2.10
2005	91,928	365	2,493	89,435	2.71
2004	83,457	186	950	82,693	1.14
<b>Total Delinquent Years</b>	<b>\$ 1,798,382</b>	<b>\$39,641</b>	<b>\$ 314,142</b>	<b>\$ 1,484,427</b>	

**Other OCTOBER Receipts**

County Penalties  
Landfill User Fees  
Municipalities  
Fire District Taxes  
Advance Taxes

\$ 7,011	\$ 44,080
\$ 60,845	\$ 308,801
\$ 22,537	\$ 115,606
\$ 88,309	\$ 189,581
\$ 702	\$ 1,178

**OCTOBER GRAND TOTAL**

<b>\$ 860,133</b>	<b>\$4,444,320</b>
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*Starlin L. Beatty, Tax Administrator*      11/19/2014  
Starlin L. Beatty, Tax Administrator      DATE

On motion of Commissioner Jordan, which was seconded by Commissioner Davis and duly carried by unanimous vote, Request for Tax Releases Over \$100 was approved in accordance with NCGS 105-381 - TAXPAYER'S REMEDIES:

Over \$100	11/20/2014	Date:	
<b><u>ERROR CORRECTION RELEASES:</u></b>			
CHAMPION GEORGE W SR	2004 7853 104	32690	\$222.40 DECEASED/MH IS GONE
CHAMPION GEORGE W SR	2005 7853 105	35047	\$209.56 DECEASED/MH IS GONE
CHAMPION GEORGE W SR	2006 7853 106	37627	\$197.07 DECEASED/MH IS GONE
CHAMPION GEORGE W SR	2007 7853 107	40147	\$186.75 DECEASED/MH IS GONE
CHAMPION GEORGE W SR	2008 7853 108	42611	\$176.33 DECEASED/MH IS GONE
CHAMPION GEORGE W SR	2009 7853 109	45274	\$162.27 DECEASED/MH IS GONE
CHAMPION GEORGE W SR	2010 7853 110	48213	\$179.79 DECEASED/MH IS GONE
CHAMPION GEORGE W SR	2011 7853 111	51445	\$168.79 DECEASED/MH IS GONE
CHAMPION GEORGE W SR	2012 7853 112	55394	\$144.81 DECEASED/MH IS GONE
CHAMPION GEORGE W SR	2013 7853 113	60224	\$139.23 DECEASED/MH IS GONE
CHAMPION GEORGE W SR	2014 7853 200	28978	\$127.30 DECEASED/MH IS GONE
EATONS FERRY MARINA INC	2002 1144 107	40072	\$2,010.99 OUT OF BUSINESS/UNABLE TO COLLECT
EATONS FERRY MARINA INC	2003 1144 107	40071	\$1,773.24 OUT OF BUSINESS/UNABLE TO COLLECT
EATONS FERRY MARINA INC	2004 1144 107	40072	\$1,588.61 OUT OF BUSINESS/UNABLE TO COLLECT
EATONS FERRY MARINA INC	2005 1144 107	40068	\$4,010.58 OUT OF BUSINESS/UNABLE TO COLLECT
EATONS FERRY MARINA INC	2005 1144 105	35001	\$503.82 OUT OF BUSINESS/UNABLE TO COLLECT
EATONS FERRY MARINA INC	2006 1144 107	40066	\$3,437.26 OUT OF BUSINESS/UNABLE TO COLLECT
EATONS FERRY MARINA INC	2007 1144 107	40067	\$3,345.63 OUT OF BUSINESS/UNABLE TO COLLECT
JONES PEGGY	2014 22910 300 D6 54B	6891	\$297.43 AGEX DIDNT SHOW UP ON BILL
QUICK MIRIAM M & OTHERS	2014 28238 330 K3D186	10456	\$753.50 REBILLED WITH DWELLING ON LOT
QUICK MIRIAM M & OTHERS	2014 28238 338 K3D185	10451	\$3,730.68 BILLED ON WRONG LOT/REBILLED
RICHARDSON RONALD & LILLIAN	2010 34037 301 I9 112 A1	61911	\$134.28 NO LONGER OWNS BOAT OR MH
RICHARDSON RONALD & LILLIAN	2011 34037 111 I9 112 A1	61911	\$134.28 NO LONGER OWNS BOAT OR MH
<b>SUB-TOTAL ERROR CORRECTIONS:</b>			<b>\$23,632.40</b>
<b>Total Releases</b>			<b>\$ 23,632.40</b>

**LANDFILL USER FEE RELEASES:**

BUXTON PLANTATION	2014 17830 300	G12 15	2070 \$	120.00	PRIVATE HAULER
CAMPBELL SYLVIA E	2014 6097 301	H4 5 F1	19434 \$	120.00	PRIVATE HAULER
CHANCE THOMAS	2014 34788 400	L3D 312	3345 \$	120.00	PRIVATE HAULER
CHEEK HORACE R	2014 8885 300	H6 75	7748 \$	120.00	PRIVATE HAULER
COMBOS SPENCER	2014 30263 300	L2D 177 178	10649 \$	120.00	PRIVATE HAULER
FUNDERBURK RALPH J	2014 31348 300	L3D 27	10506 \$	120.00	PRIVATE HAULER
GREER BROTHERS INC	2014 16429 326	G7 37 1X	5702 \$	120.00	PRIVATE HAULER
HARRIS E B & ANNE FAMILY	2014 17830 358	H10 5A	17052 \$	120.00	PRIVATE HAULER
HOLOCKER ERIC D	2014 27336 302	L2C 135	19211 \$	120.00	PRIVATE HAULER
JOHNSON ELVERTIE HEIRS	2014 22018 300	F7 39	5666 \$	120.00	NO ELECTRICITY
JORDAN REBECCA A	2014 28478 200		26093 \$	120.00	NO ELECTRICITY
KENDRICK LARRY S SR	2014 25300 302	J2C 80	4960 \$	120.00	NO ELECTRICITY
MATTHEWS JACQUELINE R	2014 28937 300	L2D 59	9037 \$	120.00	PRIVATE HAULER
MUSTIAN C EUGENE	2014 28337 337	D8 73	10540 \$	120.00	2 LFUFs CHARGED/ONLY 1 LFUF ON PROP
MYRICK EDWARD M	2014 2881 303	I6 77	10590 \$	120.00	HOUSE UNLIVEABLE
PLUMMER PAUL B SR HEIRS	2014 32006 300	E2 3	9915 \$	120.00	PRIVATE HAULER
PLUMMER PAUL B JR	2014 32007 300	E2 3A	9916 \$	120.00	PRIVATE HAULER
RICHARDSON DEBORAH L	2014 33510 300	K9 4H	10503 \$	120.00	NO ELECTRICITY
RICHARDSON DEBORAH L	2014 33510 302	I9 2A	19029 \$	120.00	NO ELECTRICITY
SEAY RICHARD I	2014 7766 300	L2B 14 15	9114 \$	120.00	PRIVATE HAULER
VAN PETTEN THOMAS L	2014 41720 300	J2C 25	12993 \$	120.00	PRIVATE HAULER
WILKINS BERNARD	2014 15341 300	K4B 68A	17465 \$	120.00	NO ELECTRICITY
WILLIAMS HELEN & FLOYD	2014 174 300	H9 2	1297 \$	120.00	HOUSE VACANT
WILLIAMS JULIA & LEON	2014 4343 300	C5 42A	19332 \$	120.00	PRIVATE HAULER
WILLIAMS MARY F	2014 4799 301	H8 21	14045 \$	120.00	NO ELECTRICITY
WILSON PETER JR	2014 45327 300	C6 48	14285 \$	120.00	NO ELECTRICITY

TOTAL LFUF RELEASES: \$ 3,120.00  
 Total Releases \$ 26,752.40

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

Under \$100

11/20/2014

Date: *DW* 11/20/14

**ERROR CORRECTION RELEASES:**

NAME	Year	ACCT#	MAP #	RECORD:	AMOUNT	REASON
DAVIS MURIEL R	2013	10520 113	D10 27B	60786 \$	4.91	PD IN FULL 10/2/2014
JONES ALPHEUS JR	2014	22410 316	B9 8	8677 \$	60.43	WRONG PARCEL TRANSFERRED
RICHARDSON RONALD & LILLIAN	2012	34037 301	I9 112 A1	23636 \$	17.30	NO LONGER OWNS BOAT OR MH
RICHARDSON RONALD & LILLIAN	2013	34037 301	I9 112 A1	29034 \$	17.30	NO LONGER OWNS BOAT OR MH
ROBERTS ELIZABETH S	2014	34438 300	F3 9A	11531 \$	19.35	MOBILE HOMES DEMOLISHED IN 2013

SUB-TOTAL ERROR CORRECTIONS: \$ 119.29

**MOTOR VEHICLE RELEASES:**

BRANTLEY CRYSTAL WEAVER	2014	4515 2131	NNF5511	75249	\$12.86	SOLD
BRANTLEY TOMMY LEE	2014	4515 1882	WTX6292	75000	\$5.18	SOLD
BRASSLEY RAYMOND A	2014	33641 1969	ADE8413	26295	\$28.48	SOLD
CULTRANE CARL W JR	2014	26749 2490	BJZ4546	73930	\$18.30	SOLD
CULTRANE CARL W JR	2014	26749 2343	YNC8820	73783	\$8.57	SOLD
COOPER AL LOUIS JR	2014	9334 1910	NOOTSTER	75028	\$4.45	SOLD
HARRIS GWENDOLYN RENA	2014	32100 2302	AEH1118	70400	\$15.00	GOT NEW TAGS
HILTON RICHARD D	2013	25355 113	AEH2593	59024	\$29.31	DOES NOT LIVE IN TOWN OF NORLINA
HUDGINS JOHN A JR	2014	20820 2226	RXH5541	70324	\$42.24	SOLD
MEYER WILLIAM DAVID	2014	1483 2247	3B7112	75365	\$22.36	SOLD
SHIPLEY BUILDERS INC	2014	2083 2129	YPS4070	75247	\$16.86	SOLD
WILLIAMS MICHAEL DION	2014	37558 113	BDL3526	59508	\$41.76	TRADED

SUB-TOTAL MOTOR VEHICLE RELEASES: \$245.39

SUB-TOTAL CORRECTION RELEASES: \$119.29

Total Releases \$ 364.68

On motion of Commissioner Baker, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Amendment #5 to the Warren County FY 2014-2015 Budget Ordinance was approved.

**AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE**  
**2014/2015**  
**Amendment No. 5**

**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	\$ 16,131
<b>Total</b>	<b>\$ 16,131</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	\$ 16,131
<b>Total</b>	<b>\$ 16,131</b>

**This amendment:**

- appropriates additional funds to the Health Departmental budget to agree with state grants.

Source of Funding: NC Department of Health and Human Services

Respectfully Submitted 12/01/2014

*Gloria M. Edmonds*

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Gloria M. Edmonds, Finance Director

On motion of Commissioner Jordan, which was seconded by Commissioner Davis and duly carried by unanimous vote, Dr. Elton Brown, III was re-appointed as Optometrist, to the Board of Health. This second (2<sup>nd</sup>) term expires December 31, 2017.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, Margaret Foster Brake was re-appointed, At-Large to the Board of Health. This third (3<sup>rd</sup>) term expires December 31, 2017.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, Michael Kilian was re-appointed, as Professional Engineer to the Board of Health. This third (3<sup>rd</sup>) term expires December 31, 2017.

On motion of Commissioner Davis, which was seconded by Commissioner Baker and duly carried by unanimous vote, Anthony B. Moran was re-appointed to the Planning Board. This second (2<sup>nd</sup>) term expires March 31, 2017.

On motion of Commissioner Davis, which was seconded by Commissioner Baker and duly carried by unanimous vote, Doris Ross was re-appointed to the Planning Board. This fifth (5<sup>th</sup>) term expires March 31, 2017.

On motion of Commissioner Hunt, which was seconded by Commissioner Jordan and duly carried by unanimous vote, John David Williams was re-appointed to the Planning Board. This fourth (4<sup>th</sup>) term expires March 31, 2017.

On motion of Commissioner Davis, which was seconded by Commissioner Jordan and duly carried by unanimous vote, Lewis Al Thompson, III was re-appointed to the Planning Board. This sixth (6<sup>th</sup>) term expires March 31, 2017.

On motion of Commissioner Davis, which was seconded by Commissioner Baker and duly carried by unanimous vote, Willie Seth Pearce, Jr. was re-appointed to the Planning Board. This third (3<sup>rd</sup>) term expires March 31, 2017.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker 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 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Hunt 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 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Hunt and duly carried by unanimous vote, William "Bill" Hoofnagle representing Roanoke Wildwood Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker 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 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Hunt and duly carried by unanimous vote, Ken Smith, Jr. representing Churchill Five Forks Volunteer Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Davis, which was seconded by Commissioner Baker 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 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Hunt 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 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Hunt 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 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Hunt 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 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Hunt 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 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Hunt 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 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Davis and duly carried by unanimous vote, John Wilson Fleming, Jr. representing Drewry Volunteer Fire Department was appointed to serve on the Firefighters Relief Fund Board for the year 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker 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 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Davis 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 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Hunt 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 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Davis 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 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Davis and duly carried by unanimous vote, Chris Sorrell representing Hawtree Volunteer Fire Department was appointed to serve on the Firefighters Relief Fund Board for the year 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Davis and duly carried by unanimous vote, Gary Paynter representing Hawtree Volunteer Fire Department was appointed to serve on the Firefighters Relief Fund Board for the year 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Hunt 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 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Davis 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 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Davis and duly carried by unanimous vote, Lynn Capps Martin representing Arcola Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Hunt and duly carried by unanimous vote, Clinton Capps, Sr. representing Arcola Fire Department was re-appointed to serve on the Firefighters Relief Fund Board for the year 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Hunt 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 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

On motion of Commissioner Jordan, which was seconded by Commissioner Hunt 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 2015, in accordance with NC General Statute 58-84-1 through 58-84-60.

Ken Krulik, Planner/Zoning Administrator submitted a request to schedule a public hearing to hear citizen comments regarding a Petition for Re-zoning in accordance with GS 153A & 153A-340-349 and Warren County Zoning Ordinance adopted July 1, 2013.

On motion of Commissioner Baker, which was seconded by Commissioner Jordan and duly carried by unanimous vote, a public hearing to hear citizen comments regarding a Petition for Re-zoning was scheduled for Monday, January 5, 2015 at 5:30 pm.

As required by NC Department of Commerce, it was submitted to schedule a public hearing to hear citizens' comments regarding Close-Out of Community Development Block Grant (CDBG) 11-C-2328 Scattered Sites Housing (SSH) Project.

On motion of Commissioner Jordan, which was seconded by Commissioner Hunt and duly carried by unanimous vote, a public hearing to hear citizen comments regarding Close-Out of Community Development Block Grant (CDBG) 11-C-2328 Scattered Sites Housing (SSH) Project was scheduled for Monday, January 5, 2015 at 5:45 pm.

On motion of Commissioner Baker, which was seconded by Commissioner Jordan and duly carried by unanimous vote, report from Elections Director Debbie Formyduval regarding November 2014 General Election was accepted.

Macon Robertson, Warren County Public Utilities Director requested authorization to pursue US Department of Agriculture Emergency Grant funding for repairs/replacement of Airport Road waterlines damaged during September 2014 weather event.

On motion of Commissioner Baker which was seconded by Commissioner Hunt and duly carried by unanimous vote, the Public Utilities Director was authorized to prepare and submit the necessary application to seek USDA Emergency Grant funding to facilitate repairs/replacement of Airport Road waterlines damaged in September 2014 weather event with Chairman Richardson and/or County Manager Worth authorized to sign documentation.

Having received authorization to seek USDA emergency grant funds, Macon Robertson, Public Utilities Director; contingent upon approval and receipt of grant funding, requested authorization to enter into Contract with Rivers and Associates for engineering design services related to repairs/replacement of Airport Road waterlines damaged during September 2014 weather event.

On motion of Commissioner Jordan which was seconded by Commissioner Davis and duly carried by unanimous vote, County Manager's recommendation for approval of proposed contract for engineering design services with Rivers and Associates related to repairs/replacement of Airport Road waterlines damaged during September 2014 weather event, contingent upon receipt of USDA grant funds and review and approval of contract by County Attorney was authorized. Chairman Richardson and/or County Manager Worth were authorized to execute appropriate documentation.

Starlin Beatty, Tax Administrator presented a request from Johnny M. Henderson, 100 disabled veteran, for an exemption from fiscal year 2014-15 tax, as allowed by GS 105-282.1(a1). This item was received in the Tax office after the deadline, therefore it was presented to the Board for consideration.

On motion of Commissioner Davis, which was seconded by Commissioner Baker and duly carried by unanimous vote, application for tax exemption for Fiscal Year 2014-15 filed by Johnny M. Henderson (disabled veteran) in the Tax Office after the deadline was approved in accordance with GS 105-277-1C & GS 105-282.1(a1).

Lisa Alston, Human Resources Manager presented a personnel request for the Sheriff's office to revise a Deputy Sheriff position to a Deputy Sheriff Lieutenant position within the Sheriff's Office to bolster the ranks of the Command Staff within the Office. Results in a difference in salary of \$8,800 plus related fringes.

Deputy Sheriff	Minimum:	Grade 19	\$31,786
Deputy Sheriff Lieutenant	Minimum:	Grade 24	\$40,586

On motion of Commissioner Davis, which was seconded by Commissioner Jordan and duly carried by unanimous vote, request to revise a Deputy Sheriff position to a Deputy Sheriff Lieutenant position within the Sheriff's Office at an additional cost of \$8,800 plus related fringes was approved, effective December 1, 2014. Source of funds to pay for the cost difference is lapsed salaries/fringes in the Sheriff's Office budget.

On motion of Commissioner Hunt, which was seconded by Commissioner Davis and duly carried by unanimous vote, *Resolution Sale of Surplus Warren County Property*, was adopted which declared certain computers no longer used by County Departments as surplus property pursuant to Article 12, NCGS 160A-268, and authorized said property be conveyed or sold by auction, bid or electronic advertisement.



**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. Floss

Linda T. Worth  
 County Manager

Angelena Kearney-Dunlap  
 Clerk to the Board

**RESOLUTION  
 SALE OF SURPLUS  
 WARREN COUNTY PROPERTY**

**WHEREAS**, the County of Warren has certain property which is no longer needed and may lawfully dispose of such property through declaring "Surplus Property" and convey or sale by auction, bid, and/or electronic advertisement.

**NOW, THEREFORE, BE IT RESOLVED THAT**, pursuant to Article 12, North Carolina General Statute 160A-268, the Warren County Board of Commissioners will convey or sell various computers with hard drives removed.

**BE IT FURTHER RESOLVED**, The Board of Commissioners authorizes the County Manager (or designee) to dispose of this property and incur those costs incidental to convey or sell property; and that advertising, describing the property, the method of transfer (by conveyance, sale or auction) and the date, time and place for the award of bid will be placed in the Warren Record and displayed electronically, otherwise appropriately advertised according to law.

**ADOPTED** this the 1<sup>st</sup> day of December 2014.

**WARREN COUNTY BOARD OF COMMISSIONERS**

ATTEST:

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

*Berry Richardson* Chairman

Phone: (252) 257-3115  
 Fax: (252) 257-5971  
 www.warrencountync.com

"This institution is an equal opportunity provider and employer."

On motion of Commissioner Jordan, which was seconded by Commissioner Hunt and duly carried by unanimous vote, Chairman Barry Richardson was designated as Voting Delegate to NC Association of County Commissioners (NCAAC) Legislative Goals Conference, February, 2015.

On motion of Commissioner Baker, which was seconded by Commissioner Hunt and duly carried by unanimous vote, 2015 Board of County Commissioners Regular Monthly Meeting Schedule was adopted, meetings begin at 6:00 pm in the Armory Civic Center Meeting room, unless otherwise noticed:

- |                            |                          |                          |                          |
|----------------------------|--------------------------|--------------------------|--------------------------|
| January 5 <sup>th</sup>    | February 2 <sup>nd</sup> | March 2 <sup>nd</sup>    | April 6 <sup>th</sup>    |
| May 4 <sup>th</sup>        | June 1 <sup>st</sup>     | July 6 <sup>th</sup>     | August 3 <sup>rd</sup>   |
| September 14 <sup>th</sup> | October 5 <sup>th</sup>  | November 2 <sup>nd</sup> | December 7 <sup>th</sup> |
| (2 <sup>nd</sup> Monday)   |                          |                          |                          |

On motion of Commissioner Hunt, which was seconded by Commissioner Baker and duly carried by unanimous vote, 2015 Board of County Commissioners Work Session Schedule was adopted, meetings begin at 6:00 pm in the Armory Civic Center Meeting room, unless otherwise noticed:

- |                           |                          |                          |
|---------------------------|--------------------------|--------------------------|
| February 18 <sup>th</sup> | April 15 <sup>th</sup>   | June 17 <sup>th</sup>    |
| August 19 <sup>th</sup>   | October 21 <sup>st</sup> | December 9 <sup>th</sup> |

On motion of Commissioner Jordan, which was seconded by Commissioner Hunt and duly carried by unanimous vote, 2015 Board of County Commissioners Budget Goals Setting Work Session was scheduled for January 21, 2015 from 10:00 am to 3:00 pm in the Armory Civic Center Meeting room, unless otherwise noticed.

Having been granted authority to approve contracts up to but not to exceed \$50,000, County Manager's Report of contract approved in the month of November 2014 was presented for the Board's information.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, County Manager's report of contracts approved in November 2014 was accepted as information only.

On motion of Commissioner Baker, which was seconded by Commissioner Hunt and duly carried by unanimous vote, County Manager's report of November 2014 activities was approved.

**RE: November 2014 Status Report**

Following is a recap of my work activities for the month of November 2014:

**Administration**

- Prepared for and attended Board of Commissioners Regular Meeting (11/3/14)
- Participated in conference call with Public Utilities Director and Atty. Derrenbacher re: KLRWS (11/4/14)
- Conducted orientation for two new Commissioners (11/10/14)
- Veterans' Day Holiday (11/11/14)
- Participated in conference call with NACo Community & Economic Development Steering Committee (11/12/14)
- Viewed NCACC Pension Spiking Webinar with other County Staff (11/14/14)
- Met with HR Manager and Youth Services Director to discuss personnel matters (11/17/14)
- Met with Public Utilities Director and Attorney Derrenbacher re: KLRWS (11/17/14)
- Phone calls and emails to Freedom House Chief Operating Officer and Health Director re: BCBS Foundation Community-Centered Health Homes Initiative (11/17/14)
- Prepared for and attended Buck Spring Project Committee Meeting 11/18/14)
- Meeting with J. Barksdale re: opportunities in Warren County (11/19/14)
- Meeting with EDC Director to discuss CAVE Project (11/19/14)
- Participated on Program of Area IV Soil and Water Conservation District Association Meeting (11/20/14)
- Prepared for and conducted monthly Department Heads Meeting (11/20/14)
- Meeting with DFI representatives, EDC Director, and EDC Consultant to discuss CAVE Project (11/21/14)
- Attended the American Society of Public Administrators (ASPA) Research Triangle Chapter Fall Meeting in Raleigh (11/21/14)
- Annual Leave (11/24-26/14)
- Thanksgiving Holidays (11/27-28/14)

**Other Activities**

- Attended UNC-CH Engaged Scholars Environmental Presentation and Luncheon at Warren County Memorial Library (11/7/14)
- Attended DSS Angel Tree Luncheon (11/13/14)
- Attended Education Forum Sponsored by Senator Angela Bryant at Warren County High School (11/13/14)
- Attended Cooperative Extension Service Farm-City Luncheon at the Armory (11/19/14)

## **Project Updates**

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

A consultant is currently performing a structural analysis of two State Highway Patrol Towers to determine if they are structurally capable of supporting Warren County's proposed Phase II radio equipment. It is anticipated the study will be completed in six to eight weeks. The outcome of the study will be shared with the Board of County Commissioners as it will determine how we proceed to implement Phase II of this project, i.e. if the County is able to utilize SHP towers, or if we will need to consider constructing a tower(s) to accommodate the Phase II radio equipment.

### **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 and formally adopted by the Board at their November 3, 2014 regular monthly meeting. Staff will proceed to begin work on Phase I of the project which will include extending public water lines into the property, removing above-ground utilities and replacing them with underground utilities, and constructing the Buck Spring Cabin where the current dilapidated 4-H Building now sits. Improvements at Buck Spring financed by the PARTF grant and county matching funds has been completed. Copies of all project plans and documents are on file in the County Manager's Office.

## **CDBG Projects**

### **2011 CDBG Grants**

Work is ongoing as we make every effort to complete and begin close-out of 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 in the process of finalizing the Services Agreement with DFI so we can move forward to complete the work products.

Ken Bowman, Economic Development Director and Brady Martin, Chairman of the Economic Development Commission (EDC) requested a joint meeting between Board of County Commissioners and Economic Development Commission on January 12, 2015 at 6:00 pm for presentation on the Research Triangle Regional Partnership by Charles Hayes, President, and to receive report on EDC activities.

On motion of Commissioner Hunt, which was seconded by Commissioner Davis and duly carried by unanimous vote, a joint meeting between Board of County Commissioners and Economic Development Commission was scheduled for January 12, 2015 at 6:00 pm for presentation on the Research Triangle Regional Partnership by Charles Hayes, President, and to receive report on EDC activities.

On motion of Commissioner Jordan, which was seconded by Commissioner Hunt and duly carried by unanimous vote, Warren County Citizens Participation Plan for Community Development Block Grant Programs through NC Division of Community Assistance was approved with Chairman Richardson authorized to sign same:



## WARREN COUNTY BOARD OF COMMISSIONERS

602 WEST RIDGEWAY STREET  
POST OFFICE BOX 619  
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### WARREN COUNTY CITIZENS PARTICIPATION PLAN

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

WARREN County provides for and encourages citizen participation, with particular emphasis on participation by persons of low and moderate income who are residents of low and moderate income neighborhoods and/or slum and blight areas. The County provides citizens with reasonable and timely access to local information and records relating to the grantee's proposed use of funds. This is done through County Board of Commissioners' meetings which are advertised in the local newspapers.

The County provides for public hearings to obtain citizens views and to respond to proposals and questions at all stages of the community development program, including the application process, the amendment process, and the closeout of the grant. Adequate notice is given for these meetings at times and locations convenient to potential or actual beneficiaries, and with accommodation for the handicapped. Any published advertisement issued by WARREN County includes the State TDD telephone number (1-800-735-2962).

WARREN County provides for timely written answers to written complaints and grievances. A response will be made within 10 calendar days. (See attached Complaint Procedure)

WARREN County will provide a translator for non-English speaking residents for public hearings when the County is notified that any non-English speaking resident will attend the public hearing. An interpreter will be provided for hearing impaired residents.

WARREN County will provide technical assistance on a timely basis through staff or other resources to citizen advisory groups, and upon request of groups of low and moderate-income persons and groups of residents in blighted neighborhoods.

Warren County Board of Commissioners

SEAL

#### FAIR HOUSING COMPLAINT PROCEDURE

*WHEREAS, Housing discrimination is prohibited by Title VIII of the Civil Rights Act of 1968 and by the North Carolina State Fair Housing Act, and*

*WHEREAS, the County of Warren aspires to promote fair housing and to ensure that the rights of housing discrimination victims are protected, the County has adopted the following procedures for receiving and resolving housing discrimination complaints:*

1. *The County Manager HEREBY publicizes THAT within the County of Warren that she is the local official to contact with a housing discrimination COMPLAINT.*
2. *Any person or persons wishing to file a complaint of housing discrimination in the County of Warren may do so by informing the :*

*County Manager  
PO Box 619  
Warrenton, North Carolina 27589  
252/257-3115 or lworth@co.warren.nc.us  
State TDD No. 1-800-735-2962*

*of the facts and circumstances of the alleged discriminatory act or practice;*

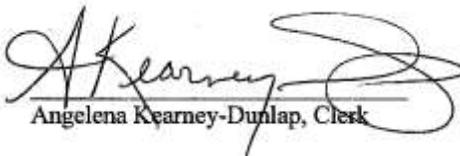
3. *Upon receiving a housing discrimination complaint, the County Manager shall inform the North Carolina Human Relations Commission of the complaint. Within ten (10) calendar days, the County will notify the complainant that the Commission has been notified.*
4. *The County of Warren shall then assist in filing an official written housing discrimination complaint with the Commission, pursuant to the State Fair Housing Act and Title VIII;*
5. *The County of Warren shall offer its assistance to the Commission in the investigation and conciliation of all housing discrimination complaints, which are based upon events occurring in the County.*

-----  
Esta información está disponible en español. Póngase en contacto con Linda Worth, Administrador del Condado, 252/257-3115 lworth@co.warren.nc.us, si usted tiene una queja de vivienda justa. Condado de Warren utiliza el número TDD Estado que es: 1-800-735-2962.

On motion of Commissioner Davis, which was seconded by Commissioner Jordan and duly carried by unanimous vote, it was ordered to enter into Closed Session in accordance with NC General Statute §143-318.11(3) to discuss Attorney/Client Privileged Information. Re: City of Oxford - vs - City of Henderson, Granville County and Warren County.

On motion of Commissioner Jordan, which was seconded by Commissioner Baker and duly carried by unanimous vote, it was ordered to return to the regular December 1, 2014 monthly meeting.

With no further business to discuss and on motion of Commissioner Baker which was seconded by Commissioner Jordan and duly carried, the December 1, 2014 Board of Commissioners meeting was adjourned.



Angelena Kearney-Dunlap, Clerk