

MINUTES FROM A PUBLIC HEARING TO AMEND WARREN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT # 02-C-0969 HELD BY THE BOARD OF COUNTY COMMISSIONERS FOR THE COUNTY OF WARREN IN THE COUNTY COURTHOUSE ON JANUARY 5, 2004 AT 6:30 PM.

The Public Hearing was called to order by Chairman Ulysses S. Ross. The following Commissioners were present: Clinton G. Alston, Weldon C. Capps, Jr., Janet Humphries, and H.E. Luke Lucas. Others in attendance were Loria D. Williams, County Manager, Charles T. Johnson, County Attorney and Susan W. Brown, Finance Officer.

Clerk to the Board, Angelena Kearney-Dunlap read aloud the Notice of Public Hearing. There were no citizen comments.

CDBG Coordinator Grady Bell of Kerr-Tar Regional Council of Government informed the Board of the contents of the amendment to be submitted to the State of North Carolina for Community Development Block Grant Scattered Site Funds:

Warren County will request that the Division of Community Assistance allow a program change to change project classification to include clearance, demolition, and relocation. The original project application did not include funds for clearance, demolition and relocation. The County proposes to move funds from rehabilitation to clearance, demolition and relocation for one house located on Pearl Harbor Road.

On motion of Commissioner Alston, which was seconded by Commissioner Capps, the meeting was adjourned at 6:42 pm.

Angelena Kearney-Dunlap, Clerk

MINUTES FROM A PUBLIC HEARING TO AMEND WARREN COUNTY ADDRESSING AND ROAD NAMING ORDINANCE HELD BY THE BOARD OF COUNTY COMMISSIONERS FOR THE COUNTY OF WARREN IN THE COUNTY COURTHOUSE ON JANUARY 5, 2004 AT 6:45 PM.

The Public Hearing was called to order by Chairman Ulysses S. Ross. The following Commissioners were present: Clinton G. Alston, Weldon C. Capps, Jr., Janet Humphries, and H.E. Luke Lucas. Others in attendance were Loria D. Williams, County Manager, Charles T. Johnson, County Attorney and Susan W. Brown, Finance Officer.

Clerk to the Board, Angelena Kearney-Dunlap read aloud the Notice of Public Hearing. There were no citizen comments.

Linda T. Jones, E-911 Administrator, informed the Board of the contents of the amendment submitted for Warren County Addressing & Road Naming Ordinance as follows:

Article IV:

The Numbering System, Section 4.02: Road Naming & Number Criteria

Article VI:

Posting Requirements for Structures, Section 6.02: Number Specification

Article VIII:

Road Name Signs & Standards, Section 8.02: Sign Standards, Subsections (c) & (d)

On motion of Commissioner Capps, which was seconded by Commissioner Humphries, the meeting was adjourned at 6:57 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 COUNTY COURTHOUSE ON JANUARY 5, 2004 AT 7:00 PM.

The meeting of the Board of County Commissioners was called to order by Chairman Ulysses S. Ross. The following Commissioners were present: Clinton G. Alston, Weldon C. Capps, Jr., Janet Humphries, and H.E. Luke Lucas. Others in attendance were Loria D. Williams, County Manager, Charles T. Johnson, Jr., County Attorney and Susan W. Brown, Finance Officer.

A moment of silence was followed by rules for citizen comments read by Angelena Kearney-Dunlap, Clerk to the Board. Citizen Comments were as follows:

Herman Sampson - Spoke in reference to proposed Ordinance Regulating Firearms and Hunting in Warren County. Asked the Board to consider the economic impact such an Ordinance would have on the County.

Raymond Adcock - Proposed Firearms/Hunting Ordinance has nothing to do with safety. Ordinance is anti-gun and anti-hunting.

June Gibbs - read a statement in reference to the County's animal control situation (statement on file in Clerk to the Board's office).

Robert Dangora - Complained of dangers to his community posed by Club 43, now Club BJ's. Gun shots were heard on December 27th, December 31st, and the previous Saturday (Jan 3rd). Encouraged Board members to read the County's present Noise Control Ordinance (include gun shots) and enact it.

Milo Alston - Citizens are not concerned with attorney's access to the courthouse and being in close proximity to the Register of Deeds office. Citizens are interested in the expense it takes to operate organizations using the courthouse and would like more consideration given when planning is taking place.

James C. Harris - Concerned with County's ability to pay for planned expansions. Inquired if an audit had been performed of county facilities, parcels, and land?

Gene A. Richardson - Apologized for the shooting mishap that occurred in Wise, NC.

Betsy Weddington - Taxation with representation can be loathsome (statement on file in Clerk to the Board's office)

M.G. Howard - What the Board needs and what Warren County needs a clearer understanding. Check into how many citations have been issued, etc. You can't legislate safety, you must practice it.

Robby Ross - Asked for Board's consideration to let the hunters, outdoorsmen come together and develop a plan of safety. Requested Board remove item #18 - Ordinance Regulating Hunting & Firearms in Warren County, from the agenda.

James H. Stegall - A deer hunter in the area for over 50 years. Deer hunters are careful folk with children under control, they enjoy deer hunting, like others enjoy golf, etc.

Lee Alexander - Sent Board a letter in October 2003 concerning Club 43. Lives one-half mile away and on Saturday nights is disturbed by loud music and gunfire. He has concerns regarding safe passage of vehicles coming through the area and amounts of litter left after club is closed.

Allan L. Adcock - expressed concern regarding proposed ordinance to regulate firearms and hunting, if passed, people in their own backyards shooting skeet become a criminal.

Clerk to the Board read aloud a letter from Attorney Julius Banzet, III, which addressed concerns regarding several issues confronting the Board. (Letter on file in Clerk to the Board's office.)

On motion of Commissioner Lucas, which was seconded by Commissioner Alston and duly carried by unanimous vote, it was ordered to remove item 18 - Hunting/Firearms Ordinance from the agenda..

On motion of Commissioner Lucas, which was seconded by Commissioner Humphries and duly carried by unanimous vote, it was ordered to move item 13A - Approve Option to Purchase Real Property for Parks & Recreation Complex site to Closed Session.

On motion of Commissioner Capps, which was seconded by Commissioner Lucas and duly carried by unanimous vote, it was ordered to adopt Suggested Agenda as amended.

Motion was made by Commissioner Alston to approve Consent Agenda items.

Commissioner Lucas opposed Commissioner Alston's motion to approve Consent Agenda since Commission Alston was listed on the tax releases. Commissioner Alston withdrew his motion.

On motion of Commissioner Lucas, which was seconded by Commissioner Humphries and duly carried by unanimous vote, it was ordered to approve Consent Agenda item # 5A, minutes of:

December 1, 2003 - Annual Organizational Meeting

December 1, 2003 - Regular Board Meeting

December 20, 2003 - Special Meeting

On motion of Commissioner Lucas, which was seconded by Commissioner Humphries and duly carried by unanimous vote, it was ordered to approve Consent Agenda item # 5B - Tax Collector's & Interest Income Reports, submitted by Finance Officer Susan W. Brown:

On motion of Commissioner Lucas, which was seconded by Commissioner Humphries and duly carried by unanimous vote, it was ordered to approve Consent Agenda item # 5C Tax releases Over \$100, submitted by Tax Assessor Linda T. Jones:

County Manager approved Tax Releases Under \$100 were presented for Board's information.

On motion of Commissioner Lucas, which was seconded by Commissioner Humphries and duly carried by unanimous vote, it was ordered to approve Consent Agenda item 5D Bond Renewal for Sheriff Johnny

Williams (invoice # 27174) and Register of Deeds Elsie Weldon (invoice # 27173) for the period December 2003 - December 2004.

On motion of Commissioner Humphries, which was seconded by Commissioner Alston, it was ordered to adopt Amendment # 2 to the Capital Project Ordinance for Water & Sewer District I, Phase III.

Votes were as follows: Ayes: Humphries, Alston, Capps, Ross
 Nays: Lucas

Motion carried.

CDBG Program Coordinator Grady Bell with Kerr-Tar Regional Council of Government, appeared before the Board to present a request to amend the Community Development Block Grant Scattered Site Housing Program (Grant # 02-C-0969):

Division of Community Assistance allow a program change to change project classification to include clearance, demolition, and relocation. The original project application did not include funds for clearance, demolition and relocation. The County proposes to move funds from rehabilitation to clearance, demolition and relocation for one house located on Pearl Harbor Road.

Having held a required public hearing on Monday - January 5, 2004 at 6:30 pm to hear citizen comments regarding said request, the following action was taken.

On motion of Commissioner Capps, which was seconded by Commissioner Alston and duly carried by unanimous vote, it was ordered to approve Amendment to the CDBG Scattered Site Housing Program (Grant # 02-C-0969), a request to Division of Community Assistance to allow a program change to change project classification to include clearance, demolition, and relocation.

E-911 Administrator Linda T. Jones, appeared before the Board to present a request to amend Warren County's E-911 Addressing and Road Name Change Ordinance in the following areas:

Article IV: The Numbering System, Section 4.02: Road Naming & Number Criteria

Article VI: Posting Requirements for Structures, Section 6.02: Number Specification

Article VIII: Road Name Signs and Standards, Section 8.02: Sign Standards, Subsections (c) & (d)

Having held a required public hearing on Monday - January 5, 2004 at 6:45 pm to hear citizen comments regarding said request, the following action was taken.

On motion of Commissioner Alston, which was seconded by Commissioner Capps and duly carried by unanimous vote, it was ordered to approve Amendment to the Warren County E-911 Addressing and Road Name Change Ordinance.

Article IV: The Numbering System, Section 4.02: Road Naming & Number Criteria

Article VI: Posting Requirements for Structures, Section 6.02: Number Specification

Article VIII: Road Name Signs and Standards, Section 8.02: Sign Standards, Subsections (c) & (d)

Diane Cox, KARTS Public Transportation, Executive Director appeared before the Board to request additional funding of \$1,587 to bring local match for FY 2003-2004 to \$14,682. Warren County

allocated \$13,095 instead of the full amount requested. Each county served by KARTS, provides an equal portion of required match.

On motion of Commissioner Humphries, which was seconded by Commissioner Capps and duly carried by unanimous vote, it was ordered to allocate \$1,587 to KARTS Public Transportation system, to bring current funding to originally requested amount.

Glen Ware of Ware Bonsall Architects, appeared before the Board to update services available in identifying, planning and layout of Warren County office space.

On motion of Commissioner Capps, which was seconded by Commissioner Alston and duly carried by unanimous vote, it was ordered to engage in agreement with Ware Bonsall Architects for provision of services related to Warren County office space needs.

On motion of Commissioner Alston, which was seconded by Commissioner Capps and duly carried by unanimous vote, it was ordered to schedule a Public Forum for Monday, February 2, 2004 at 6:00 pm to receive citizen input regarding proposed Warren County Administration Facility.

On motion of Commissioner Humphries, which was seconded by Commissioner Lucas and duly carried by unanimous vote, it was ordered to adopt a Resolution Reserving Fund Balance for Warren County Memorial Library.

Phil McMillan, Director-Cooperative Extension Service and Carolyn Ross-Holmes, Chairperson-Buck Springs Regional Excellence Center Management Team, appeared before the Board in follow-up to the following requests:

Extend fundraising contract agreement with Creative Campaign Consultants

Part-time Coordinator position Buck Springs Regional Excellence Center Management Team

Mr. McMillan informed the Board that NC State University would provide a part-time coordinator for the Buck Springs project development, for the period February 1, 2004 through June 30, 2004 at 20 hours per week, \$15 per hour. Mike Davis of NC State University requested that Warren County provide funding to establish this position as full-time in the upcoming FY 2004-05 budget.

On motion of Commissioner Lucas, which was seconded by Commissioner Humphries and duly carried by unanimous vote, it was ordered to adopt Addendum to Creative Campaign Consultants, Inc. contract agreement in the sum of \$20,000. Original contract executed June 1, 2003.

On motion of Commissioner Lucas, which was seconded by Commissioner Capps and duly carried by unanimous vote, it was ordered to amend the agenda to add \$1,000 funding for travel expense related to part-time Coordinator for Buck Springs Regional Excellence Center project.

On motion of Commissioner Alston, which was seconded by Commissioner Lucas and duly carried by unanimous vote, it was ordered to allocate \$1,000 for travel expense related to part-time Coordinator for Buck Springs Regional Excellence Center project.

On motion of Commissioner Lucas, which was seconded by Commissioner Alston and duly carried by unanimous vote, it was ordered to allocate \$1,500 to address the immediate needs of Animal Control in handling the cat population.

The Board by consensus, authorized County Manager Williams to address a letter to Vance County to research the possibility of contracting with Vance County to euthanize animals.

Marshall Brothers, Solid Waste Coordinator, presented bids received for grinding Hurricane Isabel debris as follows:

B&B Companies of NC, Inc.	\$5.00 per cubic yard
Jordan Tree Care	\$14.33 per yard

On motion of Commissioner Lucas, which was seconded by Commissioner Alston and duly carried, it was ordered to award bid for grinding hurricane Isabel debris to Bolton & Bolton (B&B) Companies of NC, Inc. at \$5.00 per cubic yard.

Votes were: Ayes: Lucas, Alston, Ross & Humphries

Commissioner Capps, who was related to a bidder, excused himself from voting.

Macon Robertson, Public Works Director presented an Amendment to Town of Warrenton Water Agreement and Review of Water System Operating Budget for Board's consideration.

On motion of Commissioner Lucas, which was seconded by Commissioner Capps and duly carried by unanimous vote, it was ordered to approve amendment to Water Agreement between Warren County and the Town of Warrenton as drafted by County Attorney Johnson.

Water System Operating Budget was referred to Board of Commissioners work session for further discussion.

Richard "Dickie" Williams, Director-Parks & Recreation appeared before the Board to present the following items:

- 1) Service Agreement for Parks & Recreation Complex Site Plan Development with Rivers & Associates (Project # 23385)
- 2) "Comprehensive Recreation Master Plan" for Board's adoption
- 3) Requested Authorization for Parks & Recreation to apply for PARTF Grant Funding

On motion of Commissioner Capps, which was seconded by Commissioner Alston and duly carried by unanimous vote, it was ordered to approve Service Agreement for Parks & Recreation Complex Site Plan Development with Rivers & Associates (Project # 23385).

On motion of Commissioner Alston, which was seconded by Commissioner Capps and duly carried by unanimous vote, it was ordered to adopt Warren County Parks & Recreation "Comprehensive Recreation Master Plan".

On motion of Commissioner Lucas, which was seconded by Commissioner Capps and duly carried by unanimous vote, Parks & Recreation Director Richard "Dickie" Williams was authorized to apply for PARTF Grant Funding.

Emergency Management Director David Askew, presented bids received for the construction of an ambulance shed:

<u>Diamond Contracting, Inc.</u>	Base Bid # \$232,603
<u>Steel Dynamics</u>	No bid price given, proposed cost plus 10% overhead and 5% profit.

Mr. Askew requested authorization to reopen the bid process.

On motion of Commissioner Capps, which was seconded by Commissioner Alston and duly carried by unanimous vote, Emergency Management Director was authorized to reopen the bid process for the construction of an ambulance shed.

On motion of Commissioner Alston, which was seconded by Commissioner Lucas and duly carried by unanimous vote, Tax Assessor Linda T. Jones was authorized to grant extensions for listing Real & Personal Property, not to extend beyond April 15, 2004, in accordance with GS 105-307.

On motion of Commissioner Capps, which was seconded by Commissioner Alston and duly carried by unanimous vote, in accordance with GS 105-322, Tax Assessor Linda T. Jones was ordered to schedule Board of Equalization and Review for Tuesday, April 20, 2004 to begin at 9:00 am.

On motion of Commissioner Capps, which was seconded by Commissioner Alston and duly carried by unanimous vote, Human Resource Manager was ordered to assign Information Technology Director position Salary Grade 29 with a salary range of: \$44,105 - \$70,776.

On motion of Commissioner Capps, which was seconded by Commissioner Alston and duly carried by unanimous vote, it was ordered to table agenda item # 17 - Human Relations Ordinance.

County Manager Loria Williams presented the following items for Board consideration:

Lease Agreement between North Carolina Department of Corrections and Warren County for space to be used by Probation & Parole at the Warren County Law Enforcement Center. Lease term: February 1, 2004 - January 31, 2007 (3 years), \$6,300 annually, \$525 monthly installments for 630 net sq ft.

On motion of Commissioner Lucas, which was seconded by Commissioner Humphries and duly carried by unanimous vote, it was ordered to enter into Lease Agreement with North Carolina Department of Corrections for space to be used by Probation & Parole at the Warren County Law Enforcement Center. Lease Term - February 1, 2004 - January 31, 2007 (3 years), \$6,300 annually, \$525 monthly installments for 630 net sq ft.

Bids were presented for surplus county vehicles as follows:

1990 Chev truck - ID # 8588	1995 Chev 4S - ID # 3795
\$312.00 Walter Talley - recommended	\$275.00 Cana Motors - recommended
\$181.62 Marshall Brothers	
\$125.00 Cana Motors	1989 Chev 4S - ID # 4483
\$105.00 Clyde Lynch	\$209.15 Walter Talley @

1989 Chev SW - ID # 9159 \$800.00 James Reid - recommended \$150.00 Mary Kearney \$105.00 Clyde Lynch	\$125.00 Cana Motors - recommended \$35.00 Clyde Lynch
1991 Ford 4S - ID # 9751 \$200.67 Barry Chandler - recommended \$155.00 Clyde Lynch	1992 Dodg VN - ID # 6839 \$55.00 Clyde Lynch - recommended
1989 Olds 4S - ID # 0640 \$175.00 Walter Talley - recommended \$55.00 Clyde Lynch	1992 Plym 4S - ID # 6903 \$300.00 James Reid - recommended \$150.00 Mary Kearney \$55.00 Clyde Lynch
1994 Ford 4S - ID # 1358 \$255.00 Clyde Lynch - recommended	1993 Chev 4S - ID # 7032 \$256.00 Cana Motors - recommended \$105.00 Clyde Lynch
1989 Chev 4S - ID # 3261 \$206.00 Walter Talley - recommended \$125.00 Cana Motors \$35.00 Clyde Lynch	@ Mr. Talley placed the highest bid on four (4) vehicles, he only wants three (3), therefore it is recommended to award bid to the next highest bidder as indicated.

On motion of Commissioner Lucas, which was seconded by Commissioner Humphries and duly carried by unanimous vote, it was ordered to award bids for surplus county vehicles as recommended.

1990 Chev truck - ID # 8588	\$312.00	Walter Talley
1989 Chev SW - ID # 9159	\$800.00	James Reid
1991 Ford 4S - ID # 9751	\$200.67	Barry Chandler
1989 Olds 4S - ID # 0640	\$175.00	Walter Talley
1994 Ford 4S - ID # 1358	\$255.00	Clyde Lynch
1989 Chev 4S - ID # 3261	\$206.00	Walter Talley
1995 Chev 4S - ID # 3795	\$275.00	Cana Motors
1989 Chev 4S - ID # 4483	\$125.00	Cana Motors
1992 Dodg VN - ID # 6839	\$55.00	Clyde Lynch
1992 Plym 4S - ID # 6903	\$300.00	James Reid
1993 Chev 4S - ID # 7032	\$256.00	Cana Motors

County Manager Williams presented an updated Board of Commissioner's Top Priority Matrix time-line and requested Board schedule a work session to discuss same.

On motion of Commissioner Capps, which was seconded by Commissioner Humphries and duly carried by unanimous vote, it was ordered to schedule two (2) work sessions as follows:

Wednesday January 21, 2004 at 4:00 pm
Saturday January 24, 2004 at 9:00 am

Votes were as follows: Ayes: Capps, Humphries, Lucas, Ross
Nays: Alston

Motion carried.

David Proctor, Chairman - Planning Board appeared before the Board to request a public hearing be scheduled to hear citizen comments regarding proposed amendments to Warren County's Official Zoning Ordinance.

On motion of Commissioner Lucas, which was seconded by Commissioner Humphries and duly carried by unanimous vote, it was ordered to schedule a public hearing to hear citizen comments regarding amendments to the Warren County Zoning Ordinance for Monday - February 2, 2004 at 5:30 pm.

By Board consensus, an update on Countywide Zoning was referred to work session.

Clerk to the Board requested March 1, 2004 regular board meeting be rescheduled because three (3) Commissioners would be in Washington, DC attending the annual Legislative Briefing.

On motion of Commissioner Capps, which was seconded by Commissioner Lucas and duly carried by unanimous vote, it was ordered to re-schedule the March 1, 2004 regular Board of Commissioners meeting to Monday - March 8, 2004.

County Manager's Report was given by memo and accepted by Board consensus.

On motion of Commissioner Lucas, which was seconded by Commissioner Humphries and duly carried by unanimous vote, it was ordered to enter into Closed Session in accordance with GS 143-318.11(a)(5) for discussion of Matters Made Confidential by Law, Personnel Matters, and Acquisition of Real Property.

On motion of Commissioner Alston, which was seconded by Commissioner Capps and duly carried by unanimous vote, it was ordered to return to the regular meeting.

On motion of Commissioner Lucas, which was seconded by Commissioner Humphries and duly carried by unanimous vote, it was ordered to add selection of Information Technology Director and Facilities Manager to the agenda.

On motion of Commissioner Capps, which was seconded by Commissioner Humphries and duly carried by unanimous vote, Human Resource Manager was authorized to offer employment as Facilities Manager at Salary Grade 29 to Thomas F. Anderson.

On motion of Commissioner Lucas, which was seconded by Commissioner Humphries and duly carried by unanimous vote, Human Resource Manager was authorized to offer employment as Information Technology Director at Salary Grade 29 to Randall Alan Freuler.

With no further business to discuss and on motion of Commissioner Lucas, which was seconded by Commissioner Humphries, the regular meeting was adjourned.

Angelena Kearney-Dunlap, Clerk to the Board