

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, SEPTEMBER 6, 2016 AT 6:00 P.M.

The meeting was called to order by Vice Chair Bertadean Baker. Other Commissioners present: Tare Davis, Victor Hunt and Jennifer Jordan Pierce. Others in attendance: County Manager Linda T. Worth, County Attorney Jamie Wilkerson and Finance Director Gloria Edmonds.

Special recognition was made from NC Association of County Commissioners and the Warren County Board of Commissioners for completion of Local Elected Leaders Academy (LELA):

Vice Chair Bertadean Baker – LELA Master Level Achievement

Commissioner Jennifer Jordan Pierce – LELA Practitioner Level Achievement

Chairman Barry Richardson arrived at 6:04 pm.

A moment of silence was followed by 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 such 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.

Chairman Richardson pointed out that as a member of the Kerr Tar Regional Council of Governments Board of Directors, Agenda Item 13-E “Reclassify COG Board of Directors Membership” was a conflict for him.

Citizen Comments were as follows:

George W. Campbell of Mustian Rd, Norlina requested Board of Commissioners assistance in controlling youth riding 4-wheelers on his end of Mustian Road. The 4 wheelers are destroying the road and causing a safety issue for the riders and the residents.

Deborah G. Campbell, spoke in reference to Mustian Road safety regarding youth and 4-wheelers. Parents are not controlling their children and at times encourage them in their behavior.

Dorothy Terry, spoke in reference to Mustian Road safety concerns and requested the Board intervene where possible.

William Terry, spoke in reference to Mustian Road, the hazards are real and parents seem to do nothing about it. The riders do not use the paved road in front of their homes, but come to the area where it is unpaved.

Joe Armstrong (written comments on file with Clerk to the Board), spoke in opposition of the Buck Spring Phase I Project.

On motion of Commissioner Jordan Pierce, which was seconded by Commissioner Baker and duly carried by unanimous vote, the September 6, 2016 Agenda was adopted with amendments:

Added Item # 13-E: Reclassify COG Board of Directors Membership for Barry Richardson

Corrected Item 12: Changed Ambulance Remount to New Ambulance

On motion of Commissioner Jordan Pierce, which was seconded by Commissioner Hunt and duly carried by unanimous vote, Consent Agenda Item 6A – Minutes of: August 1st Regular Monthly Meeting and August 17th Public Hearing & Special Meeting were approved.

On motion of Commissioner Jordan Pierce, which was seconded by Commissioner Hunt and duly carried by unanimous vote, Consent Agenda Item 6B – Interest Income Report for July 2016 was approved:

**INTEREST INCOME REPORT
MONTH OF JULY 2016
INTEREST RATE OF .31%**

FUND	JULY INCOME	FISCAL YEAR TO - DATE
General	1,884.94	1,884.94
Revaluation	108.37	108.37
E 911 Telephone System	122.11	122.11
Buck Spring Project	67.70	67.70
Simulcast System Upgrade	102.86	102.86
Regional Water Enterprise Fund	161.31	161.31
District I Enterprise Fund	299.74	299.74
Solid Waste	25.72	25.72
District II Enterprise Fund	281.36	281.36
District III Enterprise Fund	59.46	59.46
District III Phase III	1.52	1.52
Emergency Services Headquarters	21.83	21.83
Recreation Complex Phase III	0.27	0.27

On motion of Commissioner Jordan Pierce, which was seconded by Commissioner Hunt and duly carried by unanimous vote, Consent Agenda Item 6C – Tax Collector’s Report for July 2016 was accepted in accordance with NCGS 105-350.

**Tax Collector's Report
to the Warren County Board of Commissioners
For the Month July 2016**

Current Year Collections

Tax Year	Charge	Collected in July	Collected to Date	Balance Outstanding	Percentage Collected
July 2016 FY17	\$17,340,574	\$59,422	\$59,422	\$17,281,152	0.34
July 2015 FY16	\$15,965,518	\$41,518	\$41,518	\$15,924,000	0.26

Delinquent Collections

Year	Charge	Collected in July	Collected to Date	Balance Outstanding	Percentage Collected
2015	\$557,829	\$59,364	\$59,364	\$498,465	10.64
2014	246,822	20,149	20,149	\$226,673	8.16
2013	185,800	4,659	4,659	\$181,141	2.51
2012	131,630	2,698	2,698	\$128,932	2.05
2011	99,405	2,304	2,304	\$97,102	2.32
2010	86,248	357	357	\$85,892	0.41
2009	73,346	469	469	\$72,877	0.64
2008	76,022	271	271	\$75,751	0.36
2007	89,278	769	769	\$88,509	0.86
2006	94,532	825	825	\$93,707	0.87
Total Delinquent Years	\$ 1,640,912	\$91,865	\$ 91,865	\$ 1,549,049	

Other June Receipts

County Penalties	\$ 12,611	\$ 12,611
Landfill User Fees	\$ 23,877	\$ 23,877
Municipalities	\$ 6,381	\$ 6,381
Fire District Taxes	\$ 9,611	\$ 9,611
Advance Taxes	\$ 885	\$ 885

JUNE GRAND TOTAL

\$ 204,652	\$204,652
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Starlin Beatty, Tax Administrator
Starlin L. Beatty, Tax Administrator

8/9/2016
DATE

On motion of Commissioner Jordan Pierce, which was seconded by Commissioner Hunt and duly carried by unanimous vote, Consent Agenda Item 6D – Request for Tax Releases Over \$100 was approved in accordance with NCGS 105-381-TAXPAYER REMEMDIES:

Over \$100	9/6/2016	Date: _____
<u>ERROR CORRECTION RELEASES:</u>		
BOBBITT DOROTHY HEIRS	2016 3533 333 D4D359	1171 \$337.50 AGE EXEMPT TAKING OUT IN ERROR
BROXTERMAN BUILDERS LLC	2016 13056 304 H1B 22A	18709 \$582.73 PCTC 20% NOT 50% AS OF JAN 1
BURWELL GREGORY & CONCHITA	2016 30620 300 B6 58	20080 \$732.68 HSE PICKED UP ON WRONG PARCEL IN ERROR
DAVIS C ASHLEY/JOHN H/B SMITH	2016 10624 329 J10 18	7472 \$480.28 PUV APPROVED FOR 2016
DAVIS C ASHLEY/JOHN H/B SMITH	2016 10624 328 J10 19	7475 \$472.23 PUV APPROVED FOR 2016
DURHAM EVA A	2015 4298 115	57771 \$158.09 MH SOLD IN 2013
DURHAM EVA A	2016 4298 200	27306 \$159.32 MH SOLD IN 2013
EMBEX INC	2016 36687 200	26839 \$293.05 BUSINESS CHANGED NAME/REBILLED
GOODE RHONDA M & REGINALD	2016 24513 317 D5 2G	19878 \$359.55 DISABLED VETERAN EXEMPTION MISSED
HARGROVE NATALIE W	2016 40555 200	31533 \$179.76 MH DOUBLE LISTED
HARGROVE NATALIE W	2016 40555 301 H1A 68B	24799 \$167.41 MH SOLD IN 2015 & MOVED TO VANCE CO
FOX JAMES E	2016 40964 200	
HARRIS ANNIE	2009 17631 109 K8 45	41276 \$126.42 PARCEL DOES NOT EXIST
HARRIS ANNIE	2009 17631 109 K8 46	41277 \$126.09 PARCEL DOES NOT EXIST
HARRIS INVESTMENTS INC	2016 9198 303 E5 230A	19184 \$239.82 CONVICENCE SITE/NO COUTNY TAX
HARRISON GEORGE J	2008 8991 108	34072 \$225.87 TAXPAYER IN NURSING HOME/MH UNLIVEABLE
HARRISON GEORGE J	2007 8991 107	36387 \$212.34 TAXPAYER IN NURSING HOME/MH UNLIVEABLE
HARRISON GEORGE J	2008 8991 108	38678 \$201.39 TAXPAYER IN NURSING HOME/MH UNLIVEABLE
HARRISON GEORGE J	2009 8991 109	41134 \$182.28 TAXPAYER IN NURSING HOME/MH UNLIVEABLE
HARRISON GEORGE J	2010 8991 110	43824 \$188.66 TAXPAYER IN NURSING HOME/MH UNLIVEABLE
HARRISON GEORGE J	2011 8991 111	45157 \$194.93 TAXPAYER IN NURSING HOME/MH UNLIVEABLE
HARRISON GEORGE J	2012 8991 112	48460 \$182.18 TAXPAYER IN NURSING HOME/MH UNLIVEABLE
HONEYCUTT BILLY C	2016 40966 200	29053 \$151.33 BOAT RELEASED TO WAKE CO
JONES ALPHEUS JR	2016 22410 311 C9 15	3611 \$165.88 LAND USE WAS INCORRECT
JONES RICHARD G JR & DEBBIE	2016 40170 300 H1A 50	5006 \$201.86 NOT LIVEABLE/ADJUSTED VALUE
KING DON B	2016 36552 300 L3C 1 14X	981 \$220.73 LOT & S/WIDE SOLD IN 2014
LAWHORNE T WAYNE HERIS	2016 25114 300 F2 21	7940 \$562.77 AGE EXEMPT TAKING OUT IN ERROR
LESAK GERALD J	2016 37944 300 K5 97	1147 \$725.29 BLDG TORN DOWN IN 2014
LYNCH BERTHA M & RUFUS J EVANS	2016 15866 300 K10 45	16090 \$152.90 SWMH BILLED TWICE
NEWSOME GERALDINE D HEIRS	2016 28924 325 K5 52B	8272 \$448.27 AGE EXEMPT TAKING OUT IN ERROR
PARKER DONNIE	2016 40740 300 I3D241	1192 \$137.68 MH PRICE INCORRECTLY
PENTON ELMER A	2016 40571 300 K2A 83	13042 \$155.86 DOES NOT OWN BOATS
REED DENISE	2016 5776 200	27566 \$154.02 MH SOLD IN 2015
RICHARDSON RODERICK T	2016 40108 300 I10 20A	24727 \$1,632.74 CARPORT VALUE INCORRECT
RIGO ANTHONY J JR	2016 23038 301 H1B 20	12786 \$354.95 CONSTRUCTION INCOMPLETE FOR 2016
RYAN WADIE	2016 11261 200 C9 19F	27775 \$219.36 MH DOUBLE LISTED
SAVEL ROBERT M II	2016 40196 300 F1 3	23275 \$442.22 DOES NOT HAVE A BOAT HSE OR DOCK
SILVER EARL LEE	2016 40970 200	29060 \$143.37 MH DOUBLE LISTED
SNOW RIBERT LEE III	2016 19174 300 H6 35D	17604 \$103.07 SOLD EXISTING MH IN 2015
STEVENSON ANNIE	2015 20433 115	57833 \$221.57 MH UNLIVEABLE
STEVENSON ANNIE	2016 20433 200	27957 \$225.15 MH UNLIVEABLE
SPULL ANNA P & BRIANA D	2016 31629 303 H6 48B	24088 \$800.70 DWELLING PICKED UP TWICE
VANDERBILT MORTGAGE	2008 15819 108	33982 \$279.95 MH BILLED TWICE IN 2006
ZOETIS LLC	2016 41110 200	29333 \$113.84 BUSINESS CHANGED NAME/REBILLED
SUB-TOTAL ERROR CORRECTIONS:		\$13,550.32
Total Releases		\$13,550.32
<u>LANDFILL USER FEE RELEASES:</u>		
ALSTON JAMES ARTHUR	2016 1109 300 E5 68 69	314 \$132.00 DWELLING NOT LIVABLE/LOCKED & VACANT
ANDERSON ROBERT W	2016 34258 200	29395 \$132.00 MH DESTROYED IN MAY/NO LFUF
BASS EDWARD L & CARLOYN	2016 29998 300 J2B 77	10668 \$132.00 PRIVATE HAULER
BROWN EDDIE J & DONNA	2016 27882 300 I4B 28	7517 \$132.00 PRIVATE HAULER
BYRD PAMELA	2016 22445 300 H6 35D	17605 \$132.00 NOT LIVEABLE/NO ELEC
COOPER JACKIE D	2016 23031 300 B6A 45	2648 \$132.00 HOUSE BURNED DOWN
FOLKES NAOMI E	2016 1371 300 C4 43C	16771 \$132.00 PRIVATE HAULER
GUTHRIE EUGENE T	2016 41127 300 L2C 53	12855 \$132.00 PRIVATE HAULER
JERMAN DELORIS L	2016 281 307 D7 1G	17410 \$132.00 DWELLING UNLIVABLE/NO ELEC
JONES BESSIE F	2016 22425 300 K5 83	6340 \$132.00 PRIVATE HAULER
POWELL MARY R HEIRS	2016 32217 318 G5 135	10053 \$132.00 NOT LIVEABLE/NO ELEC
RICHARDSON FLOSSIE HEIRS	2016 33325 325 J11 9	10367 \$132.00 NOT LIVEABLE/NO ELEC
RICHARDSON RACHEL R	2016 34029 300 J11 6B	11078 \$132.00 NOT LIVEABLE/NO ELEC
RIDEOUT K L	2016 40255 300 D7 13	13457 \$132.00 NOT LIVEABLE/NO ELEC
ROSS INVESTMENTS LLC	2016 35331 317 G2 23	7413 \$132.00 PROP VACANT/NO LFUF
STEGALL THOMAS & ELAINE	2016 39003 200 J11 6A	28769 \$132.00 NOT LIVEABLE/NO ELEC
STEMBRIDGE C F III	2016 17689 300 L2D 353	13441 \$132.00 PRIVATE HAULER
TERRY ETHEL H	2016 40015 301 C2 9	6277 \$132.00 MH BILLED TWICE/ALSO ON REC 24880
WILLIAMS LEON S	2016 44432 304 H11 2B	17593 \$132.00 MH MOVED/NO LFUF
WILLIS SHIRLEY	2016 22446 300 H6 35C	15561 \$132.00 NOT LIVEABLE/NO ELEC
TOTAL LFUF RELEASES:		\$2,640.00
Total Releases		\$ 16,190.32

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

Under \$100

9/8/2016

Date: *LSW*
7/1/16

ERROR CORRECTION RELEASES:

<u>NAME</u>	<u>Year</u>	<u>ACCT#</u>	<u>MAP #</u>	<u>RECORD</u>	<u>AMOUNT</u>	<u>REASON</u>
ALSTON LOUIS BERNELL	2016	1180 301	H10 56	366	\$2.69	LATE LISTING IN ERROR
ARCE WILLIE SETH & SUZANNE P	2016	1970 301	K3D 90	5796	\$	19.44 LATE LISTING IN ERROR
BAKER JOHNNY S	2016	2318 300	L2C 30	736	\$	2.69 LATE LISTING IN ERROR
COLEMAN RICHARD	2016	13088 300	K3D 196 4 2X	10307	\$	31.81 MH SOLD IN 2015
DAVIS C ASHLEY/JOHN H/B SMITH	2016	10624 324	G8 28	3577	\$	87.59 PUV APPROVED FOR 2016
FLEMINGWILLIAM E HEIRS	2016	7862 301	A5 60C	11	\$	32.69 CORRECTED ACREAGE PER PLAT/DEEDS
GAZZARA PATRICK	2016	27446 300	L2D374	4005	\$	34.84 LATE LISTING IN ERROR
HENDRICK ANDREW J	2016	19630 300	H1C 111A	6825	\$	36.25 INCORRECT ACREAGE PER SPLIT
HUTCHISON HEMPHREY G JR	2016	41179 200		24906	\$	44.76 BT NOT LOCATED IN WARREN CO
JONES ROBERT WYATT	2016	41219 200		24933	\$	75.12 BT LOCATED IN NORTHAMPTON CO
LLOYD GARLAND	2016	7573 300	K3D 196 28X	17912	\$	2.22 LATE LISTING IN ERROR
MEADOWCROFT WILLIAM B	2016	40284 300	I3D189	7485	\$	99.08 DWELLING HAS WATER DAMAGE & MOLD
ODOM MOTOR SERVICE	2016	36179 200		26048	\$	36.16 BUSINESS SOLD DEC 2015
PITTS ALFRED	2016	40664 300	L3C 49	10444	\$	17.88 PP LOCATED IN NASH CO
PNC EQUIPMENT FINANCE LLC	2016	35622 200		31508	\$	19.98 NO BPP IN COUNTY
PROFESSIONAL BOOKEEPING MANGR	2016	33193 200		30325	\$	9.48 OUT OF BUSINESS 12/31/15
RASMUSSEN ERIC H & SARAH L	2016	23737 300	L2D222	9837	\$	22.02 HAS 2 BATHS NOT 3
RECKENBEIL KEN & LINDA	2016	38045 200		29002	\$	38.58 SOLD BOAT 9/2015
RUSSELL JANIE R	2016	35803 301	C2 19A	16792	\$	12.33 MH REMOVED IN 2015
SHIPMAN JOHN THOMAS III	2016	41189 200		24913	\$	15.88 BT LOCATED IN HALIFAX CO
SMOOT MARK & ROBIN	2016	35214 399	I3D 451	16369	\$	21.02 LATE LISTING IN ERROR
SNEAD EDITH H	2016	36032 300	K2C 97	11889	\$	15.76 BOAT OVER ASSESSED
TAYLOR HOWARD W & LINDA A	2016	14868 300	A2B 25	15391	\$	96.68 NO DOCK/INTERIOR UNFINISHED
TURRENTINE LAW FIRM PLLC	2016	34024 200		29480	\$	31.87 BUSINESS NOT IN COUNTY AS OF JAN 1
VAUGHN MARGARET	2016	1922 300	H1C 111	554	\$	36.25 INCORRECT ACREAGE PER SPLIT
YANCEY WALLACE E & JEAN E	2016	45918 300	L2A 38	13146	\$	2.00 DOG DIED IN 2015

SUB-TOTAL ERROR CORRECTIONS: **\$844.85**

MOTOR VEHICLE RELEASES:

SILVER SABRINA MARIE	2009	10668 109	YTX2362	40945	\$16.52	DISCHARGED PER BANKRUPCY
SILVER SABRINA MARIE	2009	10668 109	WNK5047	40913	\$62.16	DISCHARGED PER BANKRUPCY
WRIGHT JANET HENDERSON	2012	12287 112	YNC6536	48040	\$37.21	DISCHARGED PER BANKRUPCY

SUB-TOTAL MOTOR VEHICLE RELEASES: **\$37.21**

SUB-TOTAL CORRECTION RELEASES: **\$844.85**

Total Releases **\$882.06**

On motion of Commissioner Jordan Pierce, which was seconded by Commissioner Hunt and duly carried by unanimous vote, **Proclamation – September 2016 “Recovery Month”** was adopted, with Chairman Richardson authorized to sign same:

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**PROCLAMATION
RECOVERY MONTH - SEPTEMBER 2016**

WHEREAS, behavioral health is an essential part of health and one’s overall wellness; and

WHEREAS, prevention of mental and/or substance use disorders works, treatment is effective, and people recover in our area and around the nation; and

WHEREAS, preventing and overcoming mental and/or substance use disorders is essential to achieving healthy lifestyles, both physically and emotionally; and

WHEREAS, we must encourage relatives and friends of people with mental and/or substance use disorders to implement preventive measures, recognize the signs of a problem, and guide those in need to appropriate treatment and recovery support services; and

WHEREAS, many people (including family and friends), in our area are affected by these conditions; and

WHEREAS, to help more people achieve and sustain long-term recovery, the U.S. Department of Health and Human Services (HHS), the Substance Abuse and Mental Health Services Administration (SAMHSA), the White House Office of National Drug Control Policy (ONDCP), and Cardinal Innovations Healthcare Solutions invite all residents of Warren County, NC to participate in National Recovery Month September 2016; and

NOW, THEREFORE, The Warren County Board of Commissioners, do hereby proclaim the month of:

September 2016
As
RECOVERY MONTH

In the County of Warren, NC and call upon the people of this County to observe this month with appropriate programs, activities, and ceremonies to support this year's Recovery Month: "Join the Voices for Recovery: Our Families, Our Stories, Our Recovery!"

In Witness Whereof, I have hereunto set my hand this 6th Day of September, in the year of our Lord two thousand sixteen, and of the Independence of the United States of America the two-hundred and fortieth.

Barry Richardson, Chairman
Warren County Board of Commissioners

ATTEST:

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On motion of Commissioner Baker, which was seconded by Commissioner Hunt, and duly carried by unanimous vote, Amendment # 3 to the FY 2016-17 Warren County Budget Ordinance was adopted:

AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE
2016/2017
Amendment No. 3

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

Increase/(Decrease) Appropriations:

Health Department	\$	13,614
DPS - Equine Assisted Learning		1,650
Emergency Services		4,832
Parks & Recreation		<u>1,858</u>
Total	\$	21,954

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	\$	13,614
Fund Balance Appropriated		6,482
Miscellaneous Revenue		<u>1,858</u>
Total	\$	21,954

Section 17 of the Warren County Budget Ordinance, pertaining to the Enhanced 911 System Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Appropriations:

Emergency 911		<u>231,662</u>
Total	\$	231,662

Section 18 of the Warren County Budget Ordinance, pertaining to the Enhanced 911 System Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Revenues:

Fund Balance - E911		<u>231,662</u>
Total	\$	231,662

This amendment:

- appropriates funds to the Health Department to agree with State grants.

Funding Source: NC Department of Health and Human Services

- appropriates funds to the Equine Assisted Learning Program budget. Grant funds were received by the County in late June of FY 16 but were not disbursed to Stable Connections, administrator of the program.

Funding Source: NC Department of Public Safety

- appropriates funds to the Emergency Services budget for Emergency Management Performance Grant expenses. These funds were received in FY 16 but not spent.

Funding Source: Fund Balance Appropriated

- appropriates funds to the Parks and Recreation budget.

Funding Source: Private Donations

- appropriates funds to the Enhanced 911 System budget for the purchase of equipment i.e., MCC5500 Conventional Dispatch Console.

Funding Source: Appropriated Fund Balance - E911

Respectfully Submitted 09/06/2016

Gloria M. Edmonds

Gloria M. Edmonds, Finance Director

A Memorandum of Understanding (MOU) between Boyd's Funeral Services of 149 Holland Bland Road, Warrenton, NC and County of Warren to use Boyd's premises as a temporary Morgue per County Attorney request, was discussed during August 17, 2016 work session and was presented on September 6, 2016 agenda for Board action.

On motion of Commissioner Hunt, which was seconded by Commissioner Baker and duly carried by unanimous vote, Memorandum of Understanding between Boyd's Funeral Services and Warren County for the provision of temporary County Morgue services according to NCGS §130A-381 was approved. Funding Source: General Fund - Medical Examiner Departmental Budget.

Motion was amended by Commissioner Hunt, with a second to the amendment by Commissioner Baker to require reimbursement of funds from decedent's insurance if such coverage exists.

Oakley Collier Architects' revised fee proposal to provide A/E services for the Emergency Services Headquarters Facility Project and Oakley Collier revised Contract to provide Architectural/Engineering services for the Emergency Services Headquarters Facility Project were discussed during the August 17, 2016 work session and were presented on September 6, 2016 agenda for Board's consideration. The revisions in the contract incorporated the revised A/E fee proposal terms and other items required to contract with Warren County.

On motion of Commissioner Jordan Pierce, which was seconded by Commissioner Baker and duly carried by a majority vote, revised fee schedule submitted by Oakley Collier Architects to provide Architectural/Engineering services for the Emergency Services Headquarters Facility Project for a professional fee of 7% of construction costs plus reimbursable expenses not to exceed \$12,325 was approved. Funding Source: Emergency Services HQ Facility Capital Project – USDA Loan and/or conventional bank loan if competitive.

Votes were as follows: Ayes: Baker, Jordan Pierce & Richardson
Nays: Davis & Hunt

Motion carried. Revised fee schedule submitted by Oakley Collier Architects to provide Architectural/Engineering services for the Emergency Services Headquarters Facility Project for a professional fee of 7% of construction costs plus reimbursable expenses not to exceed \$12,325 was approved. Funding Source: Emergency Services HQ Facility Capital Project – USDA Loan and/or conventional bank loan.

On motion of Commissioner Jordan Pierce, which was seconded by Commissioner Baker and duly carried by a majority vote, revised contract with Oakley Collier Architects to provide Architectural/Engineering services for the Emergency Services Headquarters Project for a professional fee of 7% of construction costs plus reimbursable expenses not to exceed \$12,325 was approved. Chairman Richardson and/or County Manager Worth were authorized to sign related documents. Funding source: Emergency Services Headquarters Facility Project – USDA Loan and/or conventional bank loan if competitive.

Votes were as follows: Ayes: Baker, Jordan Pierce & Richardson
 Nays: Davis & Hunt

Motion carried. Revised contract with Oakley Collier Architects to provide Architectural/Engineering services for the Emergency Services Headquarters Project for a professional fee of 7% of construction costs plus reimbursable expenses not to exceed \$12,325 was approved. Chairman Richardson and/or County Manager Worth were authorized to sign related documents. Funding source: Emergency Services Headquarters Project – USDA Loan and/or conventional bank loan.

Commissioner Tare Davis wanted to go on record that he would oppose any tax increase presented for the next few years.

Warren County revised Personnel Manual, having been discussed during May 2nd, May 25th and August 17, 2016 work sessions, was presented by Human Resources Director Lisa Alston for Board's action.

On motion of Commissioner Davis, which was seconded by Commissioner Baker and duly carried by unanimous vote, revised Warren County Personnel Manual was adopted effective September 1, 2016 (document is on file in Warren County administrative office).

Mr. Franklin Bolton, Homeowner made a request, due to personal hardship, for waiver of building permit fee to renew his current building permit to remove the name of the building contractor, whom he has removed from the job, and have the permit re-issued in his name. Documentation was submitted by Mr. Bolton in support of his request. Amount of permit fee requested to be waived; \$1,260.60. According to Code Enforcement the house is currently estimated at 85% complete.

Commissioner Jordan Pierce requested Board consensus to deviate from protocol in order to entertain discussion before the motion was put to the floor. Discussion was had regarding permit procedures and required inspections. County Manager Worth recommended the request be denied due to establishing a precedent for future similar requests for relief.

On motion of Commissioner Davis, which was seconded by Commissioner Hunt and duly carried by unanimous vote, request from Franklin Bolton to waive \$1,260.60 building fee for final inspection of building project at 975 Paschall Road, Warrenton was approved.

Motion was amended by Commissioner Jordan Pierce, amended motion was seconded by Commissioner Hunt and duly carried by unanimous vote, to re-issue building permit in Franklin Bolton's name.

Preliminary Assessment Resolution to move forward with petition submitted by property owners residing on Bella Russell Road requesting to participate in the Warren County Roads Improvement Program, was presented for Board's review and action. Adoption of Resolution requires a Public Hearing with a suggested date and time of October 3, 2016 at 5:30 p.m. Project is estimated to cost \$55,000. Final cost of project will be determined after project is bid and work is completed.

On motion of Commissioner Davis, which was seconded by Commissioner Hunt and duly carried by unanimous vote, Preliminary Assessment Resolution to Make Necessary Repairs to Bella Russell Road at an estimated cost of \$55,000, was adopted. Funding Source: General Fund – Roads Improvement Program.

**NORTH CAROLINA
WARREN COUNTY**

**RESOLUTION TO APPROVE A PRELIMINARY ASSESSMENT TO MAKE NECESSARY
REPAIRS TO BELLA RUSSELL ROAD IN SMITH CREEK TOWNSHIP
TO PROVIDE SAFE ACCESS**

WHEREAS, the owners of property served by Bella Russell Road within the Russell Estates – Phase I Subdivision, Smith Creek Township, Warren County, North Carolina, have petitioned Warren County for participation in the Warren County Roads Improvement Program to have critical repairs made to their private road to provide safe access; and

WHEREAS, the owners have also petitioned Warren County to exercise its assessment authority set forth in Article 9A, Special Assessments for Critical Infrastructure Needs, NCGS 153A-210.1 through 210.7, and Session Law 2015-121, Senate Bill 284, to finance the capital costs associated with repairing Bella Russell Road to provide safe access; and

WHEREAS, the petition to Warren County includes a map of the properties and names of the property owners served by Bella Russell Road; and

WHEREAS, pursuant to NCGS 153A-210.2 and 153A-210.4, Warren County has authority to expend general funds to finance the cost of improving private roads to provide safe access; and

WHEREAS, the County's authority to expend funds for such purposes is contingent upon payment of an assessment by the owners of properties fronting said road to reimburse the County for the cost of the repairs; and

WHEREAS, there are 20 parcels of property owned by 13 property owners with frontage that is served by Bella Russell Road that would be subject to such assessment; and

WHEREAS, Warren County has estimated the cost associated with the road repairs to be \$43,500 and other related expenses (Engineering, Staff and Legal Expenses) to be \$11,500 for a total estimated cost of \$55,000 needed to make the necessary improvements to the road; and

WHEREAS, Warren County would use its best efforts to contract for the repair of the road using the lowest responsible bidder; and

WHEREAS, Warren County may only exercise its authority to pay and assess for repairs of the road if property owners representing at least 66% of the assessed value of all real property to be assessed in the subdivision sign a petition and agree to be assessed; and

WHEREAS, a signed list of all property owners who have agreed to be assessed has been given to the County; and

WHEREAS, the number of property owners who have agreed to be assessed is equal to, or in excess of sixty-six percent (66%) of all owners of properties being assessed, and also represents sixty-six percent (66%) or more of the lineal frontage of properties on the road; and

WHEREAS, the current condition of the road makes it a potential hazard to the public's safety and well-being; and

WHEREAS, the relative low cost and high likelihood of reimbursement makes this a reasonable solution that is in the public's interest; and

WHEREAS, Warren County intends to undertake the project of repairing Bella Russell road and assessing the property owners; and

WHEREAS, the necessary repairs will be made to Bella Russell Road to include but not be limited to tree removal, culvert pipe installation, ditching, applying aggregate and rip-rap stone, seeding, and erosion control; and

WHEREAS, the assessment shall be made on all properties equally that are served by Bella Russell road; and

WHEREAS, the entire amount expended by the County to repair the road including engineering design, construction costs, staff and legal expenses, and any other related expenses will be the amount specially assessed; and

WHEREAS, the proposed terms for the assessment include that payment may be made in full by the benefited property owner(s) when repairs are completed, or over a ten (10) year period at one percent (1%) annual interest.

NOW, THEREFORE, BE IT RESOLVED BY THE WARREN COUNTY BOARD OF COMMISSIONERS:

1. ACCEPT the petition from the Petitioner-Owners from the Russell Estates – Phase I Subdivision being served by Bella Russell Road; and
2. ORDER that a public hearing on all matters covered by the preliminary assessment resolution be held at the Board of County Commissioners meeting of October 3, 2016; and
3. ORDER that notice of the public hearing on all matters covered by the preliminary assessment resolution be published and mailed in accordance with the Warren County Roads Improvement Program Policies and Procedures.

Adopted this the 6th day of September 2016.

WARREN COUNTY BOARD OF COMMISSIONERS

On motion of Commissioner Davis, which was seconded by Commissioner Hunt and duly carried by unanimous vote, a required Public Hearing to hear citizen comments regarding Preliminary Assessment Resolution to Make Necessary Repairs to Bella Russell Road was set for October 3, 2016 at 5:30 p.m.

Macon Robertson, Public Utilities Director, presented Airport Road Water Main Replacement Construction Inspection Plan for Board of Commissioners review and approval.

On motion of Commissioner Hunt, which was seconded by Commissioner Davis and duly carried by unanimous vote, Construction Inspection Plan for the Airport Road Water Main Replacement Project was approved at a cost not to exceed \$25,000. Chairman Richardson was authorized to sign related documentation. Funding Source: USDA Grant

A Resolution Authorizing the filing of an application to the State of North Carolina for Grant/Loan Funds for the Pleasant Hill Pump Station Replacement Project was submitted for Board's adoption. Estimated Cost of Project: \$801,430.

Protocol was suspended in order to allow Mr. Robertson to update the Board concerning said project.

On motion of Commissioner Davis, which was seconded by Commissioner Hunt and duly carried by unanimous vote, Resolution Authorizing the filing of an Application to the State of NC for Grant/Loan Funds for the Pleasant Hill Pump Station Replacement Project was adopted. Chairman Richardson was authorized to sign same. FUNDING SOURCE: State of NC Revolving Fund Grant/Loan Funds, with an estimated cost of Project at \$801,430.

**RESOLUTION BY THE WARREN COUNTY
BOARD OF COMMISSIONERS**

WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of wastewater collection systems, and

WHEREAS, The Warren County Board of Commissioners has need for and intends to construct a wastewater collection system project described as the Pleasant Hill Pump Station Replacement, and

WHEREAS, The Warren County Board of Commissioners intends to request state loan or grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF WARREN:

That the Warren County Board of Commissioners, the Applicant, will arrange financing for all remaining costs of the project, if approved for a State loan or grant award.

That the Applicant will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the Applicant agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the Warren County Board of Commissioners to make scheduled repayment of the loan, to withhold from the Warren County Board of Commissioners any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That the Applicant will provide for efficient operation and maintenance of the project on completion of construction thereof.

That Barry Richardson, Chairman, the Authorized Official, and successors so titled, is hereby authorized to execute and file an application on behalf of the Applicant with the State of North Carolina for a (loan or grant) to aid in the construction of the project described above.

That the Authorized Official, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the Applicant has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 6th day of September, 2016 at Warrenton, North Carolina.

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The Board of Commissioners having authorized Warren County's participation in Houston-Galveston Area Council (H-GAC) Cooperative Purchase Program during February 3, 2014 regular Board meeting (in accordance with NC GS 143-129(e)(3), it was requested to authorize the purchase of a 2016-17 Chevrolet G4500 Type III Ambulance with modifications from

Northwestern Emergency Vehicles, of Jefferson, NC, at a cost not to exceed \$147,349, with authorization granted to the County Manager to sign the required documents.

On motion of Commissioner Baker, which was seconded by Commissioner Hunt and duly carried by unanimous vote, purchase of a 2016-17 Chevrolet G4500 Type III Ambulance with modifications from Northwestern Emergency Vehicles at a cost not to exceed \$147,349 was approved. Warren County Manager Linda T. Worth was authorized to sign the required documents. Funding Source: General Fund - EMS Budget.

On motion of Commissioner Baker, which was seconded by Commissioner Hunt and duly carried by unanimous vote, on recommendation of the Economic Development Commission (EDC), Kenneth I. Deloatch was appointed to a three (3) year term on the Economic Development Commission. This first (1st) term commenced September 1, 2016 and expires June 30, 2019. Board of Commissioners waived residency requirement in view of Mr. Deloatch's business affiliation in the County.

On motion of Commissioner Baker, which was seconded by Commissioner Hunt and duly carried by unanimous vote, on recommendation of the Library Board of Trustees, the following appointments were made:

1 st term - Nancy Iak	Effective September 2016 – June 30, 2019
2 nd term - Michelle Hedgepeth	July 1, 2016 – June 30, 2019

On motion of Commissioner Davis, which was seconded by Commissioner Hunt and duly carried by unanimous vote, per recommendation of the Kerr Tar Regional Nursing Home Advisory Committee, Carolyn Williams was re-appointed to a three (3) year term on the same. This seventh (7) term commenced as of January 2014 and expires December 31, 2017.

On motion of Commissioner Jordan Pierce, which was seconded by Commissioner Baker and duly carried by unanimous vote, the Board of Commissioners confirmed appointment of T. Lee Edmonds and Joyce Green-Williams to the Local Fireman's Relief Fund Board representing Warrenton Rural Volunteer Fire Department (VFD).

The service of Barry Richardson on the Kerr Tar Regional Council of Governments (COG) Board of Directors has been as a Private Sector representative, per the COG. However, the County recorded him as a Board of Commissioner representative. Therefore, the item was presented to correct designation from Board of Commissioner representative to one of two Private Sector representatives on the COG Board of Directors for Warren County. According to COG Bylaws, there is no term expiration for Private Sector representatives.

On request of Commissioner Jennifer Jordan Pierce, protocol was suspended to allow discussion.

(Chairman Richardson refrained from the vote because of possible conflict.)

On motion of Commissioner Jordan Pierce, which was seconded by Commissioner Baker and duly carried, it was moved to approve the reclassification of Commissioner Barry Richardson on the Kerr Tar Regional Council of Governments (COG) Board of Directors as a Private Sector representative.

Votes were as follows: Ayes – Baker & Jordan Pierce
 Nays – Hunt & Davis

Motion died due to a tie vote.

On motion of Commissioner Davis, which was seconded by Commissioner Hunt and duly carried by unanimous vote, Resolution declaring certain County property as surplus and authorizing sale by on-line auction or disposal if not sold, was adopted. Chairman Richardson was authorized to sign the Resolution.

State of North Carolina
County of Warren

RESOLUTION
SALE OF SURPLUS
WARREN COUNTY PROPERTY

WHEREAS, the County of Warren has certain property that is no longer used 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:

1998, Ford Van – Model Triton V8	miles - 151,487
2005 Ford Van – Model E350	123,056
2998 Ford Escort	103,987
2 - HP LaserJet Color Printers	
3 - Wood Desks	
1 - Metal Desk	

These items are being sold in “as is” condition with no warranties.

The Warren County Board of Commissioners reserve 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 sale property; and that advertising, describing the property, the method for bidding and the date, time and place for the bid opening be placed with auction site, notice in the Warren Record Newspaper and otherwise appropriately advertised according to law.

ADOPTED this the 1st day of August 2016.

WARREN COUNTY BOARD OF COMMISSIONERS

On motion of Commissioner Davis, which was seconded by Commissioner Baker and duly carried by unanimous vote, Resolution Authorizing an Interlocal Agreement for the Regional Stepping up Initiative in Franklin, Granville, Halifax, Vance and Warren Counties was adopted. Chairman Richardson was authorized to sign Resolution and the Interlocal Agreement. County Attorney Wilkerson advised the Board there may be additional changes made in the Interlocal Agreement by the five counties.

NORTH CAROLINA
WARREN COUNTY

RESOLUTION AUTHORIZING AN INTERLOCAL
AGREEMENT FOR THE REGIONAL STEPPING UP
INITIATIVE IN FRANKLIN, GRANVILLE, HALIFAX,
VANCE AND WARREN COUNTIES

WHEREAS, pursuant to G.S. 160A-461 any unit of local government and any one or more other units of local government may enter into contracts or agreements with each other in order to execute any undertaking; and

WHEREAS, the contracts and agreements so undertaken shall be of reasonable duration, as determined by the participating units, and must be ratified by resolution of the governing board of each unit spread upon its minutes; and

WHEREAS, Franklin County, Granville County, Halifax County, Vance County and Warren County (the “Participating Counties”) desire to formulate a collaborative effort to reduce the number of individuals with mental illnesses and substance use disorders incarcerated in County detention facilities that do not pose a public safety risk through a program called the “Stepping Up Initiative” (hereinafter SUI); and

WHEREAS, in furtherance of that effort, the Participating Counties propose to enter into that certain “Interlocal Agreement - Regional Stepping Up Initiative Program”, a copy of which has been presented to the Board and is attached hereto;

NOW, THEREFORE, BE IT RESOLVED that the Warren County Board of Commissioners do hereby authorize the execution of the aforementioned interlocal agreement by the Chairman of the Board and any other county official or staff deemed necessary, in the form substantially as

submitted, but with such minor or clerical amendments prior to execution as may be deemed necessary without further approval of the Board.

Adopted this 6th day of September, 2016.

Having been authorized by the Board of Commissioners to approve contracts up to but not to exceed \$50,000, report of contracts approved by the County Manager, August 2016 was submitted for the Board's information.

On motion of Commissioner Baker, which was seconded by Commissioner Hunt and duly carried by unanimous vote, County Manager's report of contracts approved in August 2016 was accepted as information only.

RE: Notice of Contract Approved by the County Manager

Pursuant to the contracting authority granted to me by the Board of County Commissioners, please be advised that I have approved the following contractual agreement in the month of August 2016 on behalf of Warren County.

Central Communications

CenturyLink Sales Solutions, Inc.
665 Lexington Ave.
Mailstop: OHMaNB0107
Mansfield, OH 44907

I have approved a Products and Services Agreement with CenturyLink Sales Solutions, Inc. for the provision of maintenance services on Warren County's E-911 Radio System equipment. Funds are budgeted in the 911 Fund budget to pay the cost of this annual maintenance service.

On motion of Commissioner Jordan Pierce, which was seconded by Commissioner Baker and duly carried by unanimous vote, County Manager's monthly status report for August 2016 was accepted as information.

RE: August 2016 Status Report

Following is a recap of my work activities for the month of August 2016:

Administration

- Prepared for and attended the Board of Commissioners Regular Meeting (8/1/16)
- Attended and participated in Radio System Upgrades Project – Phase II Kick-Off Meeting (8/2/16)
- Meeting with NCACC Intern D. Walker (8/5/16)
- Attended Stepping Up Initiative monthly meeting (8/8/16)
- Prepared for and attended Board of Commissioners Special Work Session (8/9/16)
- Attended FEMA Board Meeting (8/11/16)
- Annual Leave (8/12/16)
- Prepared for and attended Board of Commissioners Public Hearing and Regular Work Session (8/17/16)
- Attended and participated in Domestic Violence Community Stakeholders' Meeting (8/18/16)
- Attended Joint Meeting of Board of County Commissioners and Board of Education (8/18/16)
- Attended H.O.P.E. Initiative meeting (8/19/16)
- Attended Stepping Up Initiative sub-committee meeting (8/23/16)
- Meeting with Public Utilities Director, Finance Director, and Rivers & Associates Engineer to discuss grant opportunity for Pleasant Hill Pump Station Replacement (8/25/16)
- Prepared for and attended monthly Department Heads Meeting (8/25/16)
- Attended Special Called KLRWS Advisory Board meeting (8/26/16)
- Attended and participated in the Warren Co. Emergency Management Table Top Exercise (8/30/16)

Other Activities

- Attended and participated in JCPC Back-To-School Forum at the Armory (8/2/16)
- Attended and participated in the Library Summer Reading Closing Program (8/4/16)
- Attended and participated in the Warren Co. Schools Annual Convocation (8/22/16)
- Attended Dr. Travis Burke's Retirement Celebration from NC Cooperative Extension in Plymouth, NC (8/31/16)

Project Updates

Buck Spring Project

The Finance Director and I are scheduled to meet with the Local Government Commission (LGC) on 9/6/16 to discuss financing for the Buck Spring Project. In the interim, we are having some difficulty securing the loan documentation needed by the LGC to consider Warren County's request for approval to finance this project with Capital Bank. We are working closely with Capital Bank to have the paperwork prepared in a timely manner. If we are not able to get all paperwork to LGC on or before 9/1/16, we will have to postpone our meeting with the LGC, which would cause us to delay this project and potentially have to rebid it as the current bids will expire on 9/20/16. We have requested the Board to schedule a Special Work Session prior to the regular Board meeting on 9/6/16 to discuss this situation should we not receive what is needed to satisfy the LGC. If the information is received on or before 9/1/16, the Special Work Session will not be needed and can be cancelled. I will keep the Board updated on this situation.

Simulcast Radio System Upgrade Project – Phase II

Sink Tower began work on the tower upgrade on 7/18/16. They are moving forward with the upgrade in spite of hitting an underground electric line that disconnected power from the SHP VIPER tower. The power was restored the same day it was disrupted and work was resumed on the upgrades the following day.

At their 8/1/16 meeting, the Board of Commissioners approved the Wireless Communications, Inc. contract to upgrade the Moducom Radio Console at the 911 Center at a cost of \$232,469 for equipment and implementation services. This equipment upgrade will be paid from the 911 Fund. We are awaiting a timeline from Wireless Communications, Inc. for implementation of the upgrade. This upgrade will replace radio equipment that was nearing the end of life and will help facilitate interoperability between the 911 Center and the VHF Radio System.

Emergency Services Headquarters Facility

The Emergency Services Headquarters Facility Building Design Committee recommended a proposed building design to the Board of Commissioners at a special work session held on 8/9/16. By consensus, the Board of Commissioners accepted the Committee's recommendation.

During the Board's 8/17/16 regular work session, the County Manager presented information to the Board on percentage fees charged by Architects/Engineers for various construction projects in the state. The Board also received and discussed Oakley Collier's revised fee proposal to provide architectural/engineering services for the Emergency Services Headquarters Facility Project that is based upon constructing a 14,000 +/- sq. ft. facility. Oakley Collier's revised fee proposal and revised contract will be on the Board's 9/6/16 agenda for action.

Ephraim Place CDBG Project

We are informed by Mrs. C. Alston-Kearney, Grant Administrator that she is continuing to work to identify potential home buyers for the three homes we must construct in order to meet the County's obligations for the CDBG grant received through NC Rural Development for the Ephraim Place Housing Development Project.

On motion of Commissioner Jordan Pierce, which was seconded by Commissioner Hunt and duly carried by unanimous vote, it was ordered to enter into Closed Session in accordance with NCGS §143-318.11(a)(5) to discuss Property Acquisition.

On motion of Commissioner Davis, which was seconded by Commissioner Hunt and duly carried, it was ordered to return to the September 6, 2016 Regular Monthly Meeting.

With no further business to discuss and on motion of Commissioner Davis, which was seconded by Commissioner Baker and duly carried, the September 6, 2016 Board of Commissioners Meeting was adjourned.



Angelena Kearney-Dunlap, Clerk