

***SUGGESTED AGENDA
FOR
MAY 5, 2008 REGULAR MONTHLY MEETING
OF THE WARREN COUNTY BOARD OF COMMISSIONERS
WARREN COUNTY COURTHOUSE
WARRENTON, NORTH CAROLINA***

1. Call to Order Regular Monthly Meeting – 10:00 am by Chairman
2. Moment of Silence
3. Citizen Comments
4. Adopt May 5, 2008 Suggested Agenda
5. Consent Agenda
 - a. Approve Minutes - April 7, 2008:
Public Hearing – 2008 CDBG Scattered Sites Housing Program
Regular Monthly Meeting
 - b. Interest Income Report – Finance Director Barry Mayo
 - c. Tax Collector’s Report – Tax Administrator Robert Mitchum
 - d. Tax Release Requests (Over \$100) – Tax Administrator Robert Mitchum
Tax Release Requests (Under \$100) - “ “ “ “
 - e. Proclamation - May 4 - 10, 2008 "County Clerks Week"
 - f. Resolution - May 15, 2008 "Peace Officers Memorial Day"
6. Finance Office - Barry Mayo
 - a. Amendment # 10 to the FY 2007-08 Warren County Budget Ordinance
 - b. Amendment # 2 - Capital Project Ordinance, Ambulance Storage Facility Project
 - c. Amendment # 8 - Capital Project Ordinance, Library/Community Meeting Room
 - d. Amendment # 4 - Capital Project Ordinance, Water & Sewer District II, Phase II
 - e. Amendment # 7 - Capital Project Ordinance, Water & Sewer District III, Phase II
7. Adopt "Abandoned Manufactured Home Ordinance" 2nd reading
8. Boards/Commissions Appointment/Re-Appointment
 - a. Kerr Tar Board of Directors: John E. Alston
 - b. Planning Board/Citizens Advisory: R.Skow, D.Duxbury, R.Boyd, C.Royster,
D.Holcomb, E.Evans & M.Richardson
 - c. Drewry VFD Tax Board: Johnny Fleming & J.C. Caddell
 - d. Nursing Home Advisory Council: C.Williams
 - e. Fire Commission: Christopher Pegram
9. Adopt Resolution Opposing HB 1513 "Secondary Road Program"

10. Contracts & Agreements:
 - a. Adopt Memorandum of Understanding for Kerr-Tar Rural Transportation Planning Organization (RPO)
 - b. Scrap Tire Recycling & Disposal Contract between Warren County and Central Carolina Holdings, LLC
 - c. Courthouse Use Policy

11. National Guard Armory:
 - a. Request for rental fee waiver: May 9th for Mariam Boyd Elementary School Teacher Appreciation Ball
 - b. Request for rental fee waiver: May 13th through May 17th; High School Prom May 16 & Senior Citizen's Prom May 17th
 - c. May 31st reserve for Healthy Carolinians event in case of rain
 - d. Armory Committee Recommendations

12. Surplus Property
 - a. Declare Surplus Property by Resolution
 - b. Authorize sale by online auction

13. Home & Community Care Block Grant Application - Henry Hayes

14. Request authorization to suspend for 150 days rezoning petitions - Ken Krulik

15. County Manager
 - a. Report for April 2008
 - b. Budget Presentation for FY 2008-09

16. Adjourn

**Closed Session in accordance with NC GS 143-318.11(3)
for
Discussion of Personnel & Attorney/Client Privileged Information**

***WARREN COUNTY
BOARD OF COMMISSIONERS***

***MAY 5, 2008
REGULAR MONTHLY MEETING***

10:00 AM

***WARREN COUNTY COURTHOUSE
WARRENTON, NORTH CAROLINA***

Prepared by

***Angelena Kearney-Dunlap
Clerk to the Board***

Call to Order
Regular Monthly Meeting
By
Chairman or Designee

Moment of Silence

Citizen Comments

Meeting Date: May 5, 2008

Agenda Item # 4

SUBJECT: Adopt May 5, 2008 Suggested Agenda

REQUESTED BY: Clerk / Deputy Clerk to the Board

SUMMARY: None

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE: N/A

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

CONSENT AGENDA Item # 5A

SUBJECT: Approve minutes:

April 7, 2008

Public Hearing – 2008 CDBG Scattered Sites Housing Program
Regular Board Meeting

REQUESTED BY: Clerk to the Board

SUMMARY: None

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

CONSENT AGENDA Item # 5B

SUBJECT: Approve Interest Income Report

REQUESTED BY: Barry Mayo, Finance Director

SUMMARY: None

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

CONSENT AGENDA Item # 5C

SUBJECT: Approve Tax Collector's Report

REQUESTED BY: Robert E. Mitchum, Tax Administrator

SUMMARY: None

FUNDING SOURCE: N/A

**APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE: G.S. 105 350 tax
Collection reports, Interest Income Report supplied for Board's information**

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

CONSENT AGENDA Item # 5D

SUBJECT: Request for Tax Releases dated April 25, 2008

REQUESTED BY: Robert E. Mitchum, Tax Administrator

SUMMARY: None

FUNDING SOURCE: N/A

APPLICABLE STATUTE: NCGS 105-381. **TAXPAYER'S REMEDIES**

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

CONSENT AGENDA Item # 5E

**SUBJECT: PROCLAMATION - May 4-10, 2008
"County Clerks Week"**

REQUESTED BY:

SUMMARY:

FUNDING SOURCE: N/A

APPLICABLE STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

CONSENT AGENDA Item # 5F

**SUBJECT: PROCLAMATION - May 15, 2008
"Peace Officers Memorial Day"**

REQUESTED BY:

SUMMARY:

FUNDING SOURCE: N/A

APPLICABLE STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 6-A

SUBJECT: Amendment # 10 to the Warren County Budget Ordinance FY 07-08

REQUESTED BY: Barry Mayo, Finance Director

SUMMARY:

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 6-B

SUBJECT: Amendment # 2 - Capital Project Ordinance - Warren County
Ambulance Storage Facility Project

REQUESTED BY: Barry Mayo, Finance Director

SUMMARY:

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 6-C

SUBJECT: Amendment # 8 to the Capital Project Ordinance - Warren County
Library/Community Meeting Room

REQUESTED BY: Barry Mayo, Finance Director

SUMMARY:

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 6-D

SUBJECT: Amendment # 4 - Capital Project Ordinance - Warren County
Water & Sewer District II, Phase II Project

REQUESTED BY: Barry Mayo, Finance Director

SUMMARY:

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 6-E

SUBJECT: Amendment # 7 to the Capital Project Ordinance - Warren County
Water & Sewer District III, Phase II Project

REQUESTED BY: Barry Mayo, Finance Director

SUMMARY:

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 7

SUBJECT: Consider Proposed "Abandoned Manufactured Home Ordinance"

REQUESTED BY:

SUMMARY: Having held a required public hearing on Wednesday, April 2, 2008 at 6:45 pm and Ordinance received a majority vote in favor of adoption at the April 7, 2008 regular meeting; Ordinance is now presented for a second (2nd) reading and will pass on a majority vote in accordance with GS 153A-45 "Adoption of Ordinance".

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 8-A

SUBJECT: Appointment to Warren County Board or Commission

REQUESTED BY: Timothy Baynes, Executive Director Kerr Tar COG

SUMMARY: It is recommended by Chairman Alston, to appoint John Earl Alston to the Member-At-Large vacancy on the Kerr Tar Board of Directors in the vacancy of LC Cooper, who retired.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 8-B

SUBJECT: Appointments to Warren County Board or Commission

REQUESTED BY: Ken Krulik, Planner / Zoning Administrator

SUMMARY: It is presented to appoint the following citizens as representatives from Commissioner districts to serve on the Planning Board Citizen Advisory Council. By-laws and member terms shall be presented for future action.

District I - Commissioner Alston (no recommendations)

District II - Commissioner Ross: Ron Skow & David Duxbury

District III - Commissioner Fleming: Rosa Boyd

District IV - Commissioner Davis: Clarence Royster & Daria Holcomb

District V - Commissioner Richardson: Earl Evans & Marvin Richardson

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 8-C

SUBJECT: Appointment to Warren County Board or Commission

REQUESTED BY: Charles Holtzman, Chief, Drewry VFD

SUMMARY: On recommendation per attached, Johnny Fleming and J.C. Caddell are presented for appointment to Drewry VFD Fire District Tax Board.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 8-D

SUBJECT: Appointment to Warren County Board or Commission

REQUESTED BY: Kim Hawkins, Ombudsmen, Kerr-Tar Regional Council of Government

SUMMARY: It is recommended to re-appoint Carolyn Williams to serve on the Nursing Home Advisory Council for a 5th term.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 8-E

SUBJECT: Appointment to Warren County Board or Commission

REQUESTED BY:

SUMMARY: It is presented to appoint Christopher W. Pegram to serve a three year term on the Warren County Fire Commission, replacing Shannon Thompson. Term expires June 2010.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 9

SUBJECT: Resolution "Secondary Road Program" in opposition of SB 1513

REQUESTED BY:

SUMMARY: Resolution submitted for Board's review and adoption.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 10-A

SUBJECT: Contracts and/or Agreements

REQUESTED BY: Shelby Powell, AICP, Transportation Planner with Kerr Tar Council of Governments

SUMMARY: Kerr-Tar Rural Transportation Planning Organization (RPO) have changed since Butner is now a town. Therefore, Memo of Understanding (MOU) is submitted for Warren County's adoption reflecting said change.

Secondly, it is requested that County Manager and EDC Director officially designate alternates to serve in their absence.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 10-B

SUBJECT: Contracts and/or Agreements

REQUESTED BY: Marshall Brothers, Solid Waste Coordinator

SUMMARY: Scrap Tire Recycling & Disposal Contract between Warren County and Central Carolina Holdings, LLC is presented for Board approval.

Effective: June 1, 2008 for a term of three years; automatically renews annually

Termination: a) by default, or
b) written 30 notice by either party

Fees: See Section 6 attached.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 10-C

SUBJECT: Contracts and/or Agreements

REQUESTED BY: Richard Hunter, Clerk of Court

SUMMARY: Richard Hunter request rental of Courthouse facilities during night and weekend hours be handled by the County Manager's office. Therefore, proposed "Courthouse Use Policy" as composed by the County Manager's office, presented for Board's approval.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 11-A

SUBJECT: National Guard Armory (NGA)

REQUESTED BY: C. Davis, Principal, Mariam Boyd Elementary School

SUMMARY: Request Board waive rental fee for use of Armory on May 9th at 6:30 pm for teacher appreciation ball.

Note: \$50 clean-up fee will be collected but refunded after inspection.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 11-B

SUBJECT: National Guard Armory (NGA)

REQUESTED BY: Carolyn Faucette, Acting Principal, Warren Co. High School

SUMMARY: Request Board waive rental fee for use of Armory on May 13 through May 17th for High School prom on May 16th and Senior Citizen's Prom on May 17th.

Note: \$50 clean-up fee will be collected but refunded after inspection.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 11-C

SUBJECT: National Guard Armory (NGA)

REQUESTED BY: Hilda Baskerville, Healthy Carolinians

SUMMARY: Request Board waive rental fee for use of Armory on May 31st if needed. Event is scheduled for Health Department grounds, but Armory will be used if it rains.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 11-D

SUBJECT: National Guard Armory (NGA)

REQUESTED BY: County Manager, Linda T. Worth

SUMMARY: Recommendation from Armory Renovation Committee for future use of facility. Discussed during April 22, 2008 work session and was referred to this agenda for Board action.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 12-A

SUBJECT: Surplus Property

REQUESTED BY:

SUMMARY: Declare Surplus Property by Resolution:

<i>2000 Ford Crown Victoria</i>	ID # 6333
" " "	ID # 5516
1994 Ford F150	ID # 1547
1993 Ford Ambulance	ID # 1080
1995 Ford Ambulance E350	ID # 2690
1991 Chevy S10 Blazer	ID # 3302
1999 Ford Ranger	ID # 8296

FUNDING SOURCE:

APPLICABLE STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 12-B

SUBJECT: Surplus Property

REQUESTED BY:

SUMMARY: Authorize Sale of surplus property via online auction.

FUNDING SOURCE:

APPLICABLE STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 13

SUBJECT: FY 2008-09 Home & Community Care Block Grant Funding Plan

REQUESTED BY: Henry Hayes, DSS Director

SUMMARY:	Access Funds	\$ 62,959
	In-Home Funds	\$ 87,785
	Other Funds	\$103,786
	Local Match	\$ 28,281
	Net Service Cost	\$282,812

FUNDING SOURCE:

APPLICABLE STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 14-A

SUBJECT: Suspension of Re-Zoning Petitions

REQUESTED BY: Ken Krulik, Planner/Zoning Administrator

SUMMARY: It is proposed to suspend all rezoning consideration for 150 days to allow staff time to complete research and computer updates of official zoning map in order to provide a more established and definitive benchmark on land use decisions.

Authorization is requested to implement suspension effective through October 2008.

FUNDING SOURCE:

APPLICABLE STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 5, 2008

Item # 15

***Warren County
Manager's Report***

PRESENTATION

WARREN COUNTY



2008-09

PROPOSED BUDGET

May 5, 2008

**Closed Session in accordance with NC GS 143-318.11
for
Discussion of
Attorney/Client Privileged Information**