

**WARREN COUNTY
BOARD OF COMMISSIONERS**

JULY 6, 2009

10:00 AM – Regular Meeting

**WARREN COUNTY MEMORIAL LIBRARY
COMMUNITY MEETING ROOM
WARRENTON, NORTH CAROLINA**

10:00 AM
Regular Meeting

Call to Order July 6, 2009
Regular Monthly Meeting
By
Chairman or Designee

Moment of Silence

Citizen Comments



Rules for Citizen Comments

Please sign up to speak.

The maximum time allotted to each speaker will be five (5) minutes;
Clerk to the Board will keep time.

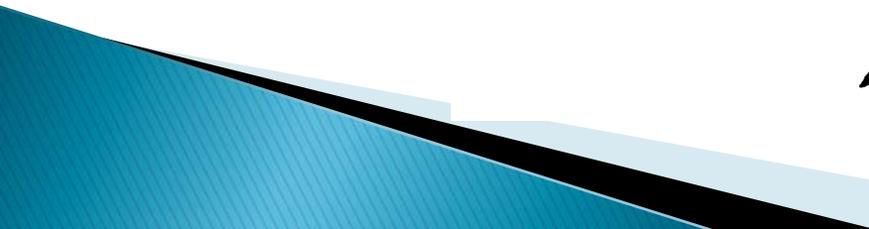
Any group of people who support or oppose the same position should
designate a spokesperson.

Please address only those items which might not have been addressed
by a previous speaker.

If response from Manager and/or Board is desired, please leave a copy
of your comment(s) with the Clerk to the Board.

Order and decorum will be maintained. This is not a question and
answer session.

*Warren County
Board of Commissioners*



Meeting Date: July 6, 2009

Agenda Item # 4

SUBJECT: Adopt July 6, 2009 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:



**SUGGESTED AGENDA
FOR
July 6, 2009 REGULAR MONTHLY MEETING
OF THE WARREN COUNTY BOARD OF COMMISSIONERS
Memorial Library Community Meeting Room
WARRENTON, NORTH CAROLINA**

- 1 Call to Order Regular Monthly Meeting – 10:00 am by Chairman
- 2 Moment of Silence
- 3 Citizen Comments
- 4 Adopt July 6, 2009 Suggested Agenda
- 5 Consent Agenda
 - A. Approve Minutes of:
 - June 1, 2009 - Community Development Block Grant Infrastructure Program Public Hearing
 - June 1, 2009 - Regular Board Meeting
 - June 8, 2009 – Budget Public Hearing
 - June 22, 2009 – Public Hearing - Amendments to the Historic Preservation Ordinance
 - June 22, 2009 – Public Hearing – Amendments to the Zoning Ordinance
 - June 22, 2009 – Budget Special 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. Resolution Conveying Personal Property to Norlina Library – Book Shelves
 - F. Resolution Conveying Personal Property to Citizens Against Domestic Violence – Cell Phones
6. Finance Office – Barry Mayo
 - A. Bond Renewal, Increase in Coverage – Finance Officer
 - B. Bond Renewal – Tax Collector
 - C. Amendment #1 to the Warren County FY 2009-10 Budget Ordinance
 - D. Amendment # 10 to the Capital Project Ordinance Water & Sewer District III, Phase II

7. Board / Commission Appointments:
 - A. Equalization and Review (E&R) – Dr. Russell King
 - B. Kerr Tar HUB Board of Directors – Representative from Private Sector
8. Resolution Opposing the Transfer of Child Support Enforcement Responsibilities from the State to Local Level
9. Request for Building Permit Fee waiver, Warren New Tech High School – Dr. R.V. Spain
10. Public Utilities – Macon Robertson
 - A. Amendment 6 to the Standard Form of Agreement between Owner and Engineer for Professional Services for Warren County Water and Sewer District III, Phase II
 - B. Approve Change Order #5 – Water & Sewer District III, Phase II
 - C. Revised Construction Inspection Plan for Water & Sewer District III, Phase II
 - D. Amendment # 7 to the Standard form of Agreement between Owner and Engineer for Professional Services for Water & Sewer District III, Phase II
 - E. Award Bid for Soul City Pump Station Improvements
 - F. Award Bids for CDBG Infrastructure Water Hook-Up for 4 Houses
11. Human Resources – Elgin Lane
 - A. 2009-2010 Salary Plan Reporting Form
 - B. 2009-2010 Local Pay Plan with Class Titles
 - C. Job Classification Schedule Effective July 1, 2009
12. Animal Control Contract to Euthanize Animals
13. Report on Grant Applications Submitted - FYI
14. County Manager
 - A. Contract Approved
 - B. Status Report for June 2009

**Closed Session in accordance with NC GS 143-318.11(3)
for
Discussion of Personnel Matters**

Meeting Date: July 6, 2009

Agenda Item # 5A

SUBJECT: Approve Minutes

REQUESTED BY: Clerk to the Board

SUMMARY: Minutes have been provided via e-mail to Board Members for review:
June 1, 2009 - Community Development Block Grant Infrastructure Program Public Hearing
June 1, 2009 - Regular Board Meeting
June 8, 2009 – Budget Public Hearing
June 22, 2009 – Public Hearing - Amendments to the Historic Preservation Ordinance
June 22, 2009 – Public Hearing – Amendments to the Zoning Ordinance
June 22, 2009 – Budget Special Meeting

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

June 1, 2009

- *Community Development Block Grant Infrastructure Program Public Hearing*
- *Regular Board Meeting*

June 8, 2009

- *Budget Public Hearing*

June 22, 2009

- *Public Hearing - Amendments to the Historic Preservation Ordinance*
 - *Public Hearing – Amendments to the Zoning Ordinance*
 - *Budget Special Meeting*

Minutes have been provided by e-mail prior to the meeting.

Meeting Date: July 6, 2009

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: N/A

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



COUNTY OF WARREN
FINANCE OFFICE
P. O. BOX 185
WARRENTON, NC 27589
Telephone: (252) 257-1778 Fax: (252) 257-6523

Barry J. Mayo
Finance Officer

INTEREST INCOME REPORT
Month of May 2009

FUND	MAY INCOME	FISCAL YEAR TO - DATE
General	5,283.24	116,200.89
Revaluation	22.45	1,508.65
E 911 Telephone System	429.09	10,100.80
Buck Spring Project	168.95	4,793.04
Recreation Complex (Closed March 09)	0.00	378.21
Ambulance Storage Facility	2.30	2,545.20
Recreation Complex Phase II (Closed March 09)	0.00	487.49
Library Building Project Fund	2.49	6,213.22
Regional Water Enterprise Fund	241.41	6,781.65
District 1 Enterprise Fund	367.97	9,023.01
Solid Waste	233.34	4,723.80
District II Enterprise Fund	350.50	8,333.32
District III Capital Project Fund	144.18	4,090.47
District III Phase II BANS	37.13	570.73
District III Enterprise Fund	156.56	1,734.39
Soul City Pump Station Improvements	0.10	2.76
District II Phase II	5.08	37.85
	7,444.79	177,525.48

Meeting Date: July 6, 2009

CONSENT AGENDA Item # 5C

SUBJECT: Approve Tax Collector's Report

REQUESTED BY: Robert E. Mitchum, Tax Administrator

SUMMARY: None

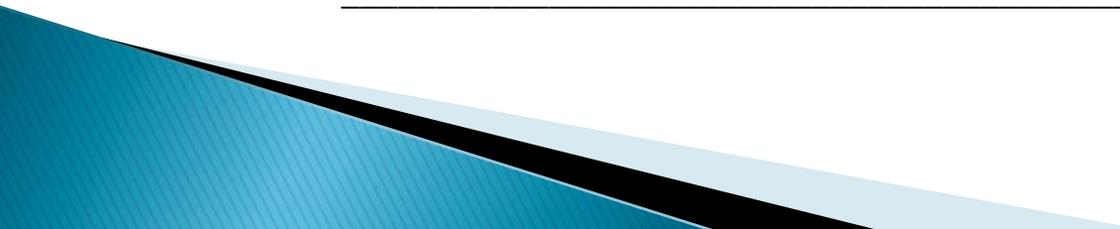
FUNDING SOURCE: N/A

**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:



**Tax Collector's Report
to the Warren County Board of Commissioners
For the Month MAY 2009**

Current Year Collections

Tax Year			Charge	Collected in MAY	Collected to Date	Balance Outstanding	Percentage Collected
MAY	2009	FY 09	\$13,287,982	\$148,804	\$12,466,983	\$820,999	93.82%
MAY	2008	FY08	\$11,825,630	126,236	11,018,136	807,494	93.17%

Delinquent Collections

2007	\$697,229	\$31,312	\$395,621	\$ 281,442	59.63%
2006	342,045	10,444	129,343	202,761	40.72%
2005	227,525	2,560	67,270	158,175	30.48%
2004	160,273	2,037	33,322	125,413	21.75%
2003	116,933	1,400	15,536	100,828	13.77%
2002	189,758	845	10,398	179,084	5.62%
2001	179,304	470	6,942	172,197	3.96%
2000	102,219	729	4,516	97,544	4.57%
1999	44,372	161	2,062	42,201	4.89%
1998	40,616	118	2,371	38,174	6.01%
Total Delinquent Years	\$ 2,100,274	\$50,076	\$ 667,381	\$ 1,397,819	

Other MAY Receipts

County Penalties	\$16,038	\$ 165,652
Landfill User Fees	\$23,131	\$ 1,085,969
Municipalities	\$ 5,536	\$ 585,736
Fire District Taxes	\$ 9,997	\$ 604,065
Advance Taxes	\$ 4,710	\$ 21,454

MAY GRAND TOTAL

\$ 258,292	\$ 15,597,240
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R. Edwin Mitchum

R. Edwin Mitchum, Tax Collector Date 06/11/2009

Meeting Date: July 6, 2009

CONSENT AGENDA Item # 5D

SUBJECT: Request for Tax Releases

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:



Request for Tax Releases Over \$100

Over \$100

ERROR CORRECTION RELEASES:

7/6/2009

Date: _____

BLACKMON DONALD R	2007 25961 107	H1D 41	55596 \$	148.66	M/H MOVED
BLACKMON DONALD R	2008 25961 200	H1D 41	30811 \$	136.30	M/H MOVED
		TOTAL	\$	284.96	

MOTOR VEHICLE RELEASES:

CLARY ROBERT C JR	2008 103532 2856	TTT 4101	80913 \$	139.60	SOLD
DUNKUM PAULA PERRY	2008 18382 1576	RSP 5499	79633 \$	121.05	REL TO HAL COUNTY
HARRIS SHANE AND MORGAN	2007 25886 2211	XNF 6982	77407 \$	236.40	SOLD
KING SUSAN	2008 24504 1615	9462IC	79672 \$	166.37	WRECKED/HIGH MI
PERRYS INC	2008 18382 2746	TRN 9070	80803 \$	154.65	REL TO HAL COUNTY
		TOTAL	\$	818.07	

SUB-TOTAL ERROR CORRECTIONS:

\$ 284.96

SUB-TOTAL MOTOR VEHICLE RELEASES:

\$ 818.07

TOTAL RELEASES:

\$ 1,103.03

Request for Tax Releases Under \$100

Under \$100

7/6/2009

200
Date: 6/29/09

ERROR CORRECTION RELEASES:

<u>NAME</u>	<u>Year</u>	<u>ACCT#</u>	<u>MAP #</u>	<u>RECORD</u>	<u>AMOUNT</u>	<u>REASON</u>
MARBURY SHIRLEY M	2007	26629 107	J12 20C	57621	\$ 68.18	WRONG PARCEL
MARBURY SHIRLEY M	2008	26629 302	J12 20C	22414	\$ 68.30	WRONG PARCEL

SUB-TOTAL ERROR CORRECTIONS:

\$ 136.48

MOTOR VEHICLE RELEASES:

BACHE MICHAEL ATHIE	2008	3926 2475	XRN5330	78984	\$ 21.42	SOLD
BOOKBINDER MELVIN I	2008	1509 1724	HD24400	74036	\$ 27.12	SOLD
BOWLING ROBERTA H	2008	238041822	LYC 7815	79879	\$ 8.82	GAVE AWAY
CLARK JAMES E	2008	12454 1946	NXT 2937	65628	\$ 1.12	JUNKED
DCFS	2008	6643 2971	VSW 8466	60963	\$ 24.12	SOLD
EDWARDS JAMES ALLIE JR	2008	12829 2459	YRP 2839	80516	\$ 49.29	1/2 TON NOT 3/4 TON
FLEMING SIDNEY P	2008	14729 1040	WL 9030	76236	\$ 7.76	DECEASED
FLEMING SIDNEY P	2008	14729 1031	WL 9619	76227	\$ 4.88	DECEASED
FLEMING SIDNEY P	2008	14729 1007	WX 5327	76203	\$ 6.60	DECEASED
HARRIS CRYSTAL STEGALL & CHAD	2008	296401690	YRA 5128	75464	\$ 90.05	NOT IN TOWN LIMITS
HICKS EDDIE	2008	21834 2334	XWH 2467	62312	\$ 3.99	TURNED IN VEH
JACKSON CLIFTON B JR	2008	6154 1511	XVN 2805	78020	\$ 18.20	HIGH MILEAGE
JACKSON ROGER LEE	2008	21539 2152	LYJ 2652	77348	\$ 15.60	HIGH MILEAGE
JONES CAROLYN DENISE	2008	28463 107	VRJ 1785	53426	\$ 15.35	GAVE AWAY
JACKSON THOMAS F	2008	20932 1972	KXX 9617	70904	\$ 3.86	SOLD
JORDAN JENNIFER B	2008	10926 1792	RVH 1528	79849	\$ 39.00	HIGH MILEAGE
KEARNEY KELVIN B	2008	23612 2040	WNK 7948	77236	\$ 9.60	JUNKED
MEYERS GEORGE ALAN	2008	11459 9999	XWL 9185	29144	\$ 61.11	CLERICAL ERROR
MUKAVITZ RUDOLPH J	2008	28217 2071	YNC 6670	71003	\$ 61.05	SOLD
PAYNE AMY MARIE	2008	143 2312	YNC 6670	71244	\$ 4.56	GAVE AWAY
PEDERSEN ARTHUR	2008	4027 2666	TTM 9180	71598	\$ 18.36	REG IN ANOTHER ST
SANCHEZ CORONA CARLOS	2008	25173 1398	XRM 9967	76594	\$ 64.40	SOLD
SEWARD ROZELLE	2008	26991 1224	YRN 7567	73536	\$ 22.13	REL TO VANCE CO
SPENCE WILLIAM JUNIOR	2008	38335 1252	YNC 7984	70184	\$ 9.60	WRONG TWNSHIP
SPENCE WILLIAM JUNIOR	2008	38335 1252	YNC 7984	70184	\$ 8.40	DIFFERENCE IN FD
TAYLOR WANDA RENEE	2008	21726 1387	YRN 9595	76583	\$ 39.41	REPOED
WILLIAMS CHRISTINE B	2008	16626 1018	MPS 6092	64700	\$ 1.21	JUNKED
WILLIAMS CORY DEVON	2008	24711 1979	XRN 8482	59971	\$ 6.72	REG IN ANOTHER ST
WILLIAMS SHAVON L	2008	19208 1782	XZA 3166	72423	\$ 4.08	JUNKED
WYCHE MICHAEL	2008	4479 1054	YRP 1738	79111	\$ 17.38	SOLD

SUB-TOTAL MOTOR VEHICLE RELEA:

\$ 665.19

SUB-TOTAL CORRECTION RELEASES

\$ 136.48

Total Releases

\$ 801.67

Meeting Date: July 6, 2009

CONSENT AGENDA Item # 5E

SUBJECT: Resolution Conveying Personal Property

REQUESTED BY: Sue Loper, Librarian

**SUMMARY: Resolution conveying two shelves to the Norlina Public Library.
Submitted for adoption.**

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



§ 160A-267. Private sale.

When the council proposes to dispose of property by private sale, it shall at a regular council meeting adopt a resolution or order authorizing an appropriate city official to dispose of the property by private sale at a negotiated price. The resolution or order shall identify the property to be sold and may, but need not, specify a minimum price. A notice summarizing the contents of the resolution or order shall be published once after its adoption, and no sale shall be consummated thereunder until 10 days after its publication. (1971, c. 698, s. 1; 1979, 2nd Sess., c. 1247, s. 24.)



Warren County Board of Commissioners

105 South Front Street - Post Office Box 619
Warrenton, North Carolina 27589

State of North Carolina

County of Warren

Resolution Conveying Personal Property By Private Sale

WHEREAS, G.S. 1601-279 states that a county may in lieu of or in addition to an appropriation, convey by private sale, real or personal property to any public or private entity that carries out a public purpose; and

WHEREAS, in such conveyance, the County shall attach covenants and/or conditions that assure that said property will be put to a public use by the recipient entity; and

WHEREAS, said conveyance must be in accordance with the procedural provisions set forth in G.S. 160A-267.

NOW, THEREFORE BE IT RESOLVED, that the Warren County Board of Commissioners hereby orders the County Manager to dispose of and convey by private sale to Norlina Public Library two (2) sets of floor shelves withdrawn from use by the Warren County Memorial Library at a negotiated price of \$1.00.

BE IT FURTHER RESOLVED that a notice summarizing the contents of the Resolution shall be published in the local newspaper upon its adoption with final conveyance occurring at least ten (10) days after said publication.

Adopted this 6th day of July 2009.

WARREN COUNTY BOARD OF COMMISSIONERS

Barry Richardson, Chairman

ATTEST:

Angelena Kearney-Dunlap, Clerk to the Board

Barry Richardson
Chairman

Ulysses J. Ross
Vice Chairman

Ernest Fleming
William Davis
Jennifer Jordan

Linda T. North
County Manager

A. Kearney-Dunlap
Clerk to the Board

Phone: 252-257-3115

Fax: 252-257-5971

www.WarrenCountyNC.com

Meeting Date: July 6, 2009

CONSENT AGENDA Item # 5F

SUBJECT: Resolution Conveying Personal Property

REQUESTED BY:

SUMMARY: Resolution conveying cell phones to Citizens Against Domestic Violence (CADV) . Submitted for adoption.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:





Warren County Board of Commissioners

105 South Front Street - Post Office Box 619
Warrenton, North Carolina 27589

State of North Carolina

County of Warren

Resolution Conveying Personal Property By Private Sale

WHEREAS, G.S. 1601-279 states that a county may in lieu of or in addition to an appropriation, convey by private sale, real or personal property to any public or private entity that carries out a public purpose; and

WHEREAS, in such conveyance, the County shall attach covenants and/or conditions that assure that said property will be put to a public use by the recipient entity; and

WHEREAS, said conveyance must be in accordance with the procedural provisions set forth in G.S. 160A-267.

NOW, THEREFORE BE IT RESOLVED, that the Warren County Board of Commissioners hereby orders the County Manager to dispose of and convey by private sale to Citizens Against Domestic Violence (CADV), eleven (11) cellular telephones withdrawn from use by the Warren County Health Department at a negotiated price of \$1.00.

BE IT FURTHER RESOLVED that a notice summarizing the contents of the Resolution shall be published in the local newspaper upon its adoption with final conveyance occurring at least ten (10) days after said publication.

Adopted this 6th day of July 2009.

WARREN COUNTY BOARD OF COMMISSIONERS

Barry Richardson, Chairman

ATTEST:

Angelena Kearney-Dunlap, Clerk to the Board

Barry Richardson
Chairman

Ulysses S. Ross
Vice Chairman

Ernest Fleming
William Davis
Jennifer Jordan

Linda T. North
County Manager

A. Kearney Dunlap
Clerk to the Board

Phone: 252-257-3115

Fax: 252-257-3971

www.WarrenCountyNC.com

Meeting Date: July 6, 2009

Item # 6-A

SUBJECT: Finance Officer Bond Renewal

REQUESTED BY: Barry Mayo, Finance Director

SUMMARY: As required by G.S. 159-29, Bond # 14939441 on behalf of Finance Director increasing coverage from \$10,000 to \$50,000 is submitted for Boards review and approval. Bond is effective July 1, 2009.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend Approval

NOTES:



NC

Western Surety Company

RIDER INCREASING OR DECREASING PENALTY OF BOND

To be attached to and form part of **Finance Officer County of Warren** Bond No. **14939441** issued on behalf of **Barry J. Mayo** as Principal in favor of **County of Warren**, obligee.

WESTERN SURETY COMPANY (hereinafter called the Company), hereby **increases** the penalty from **TEN THOUSAND AND NO/100 DOLLARS (\$10,000.00)**, to **FIFTY THOUSAND AND NO/100 DOLLARS (\$50,000.00)**, subject to the covenants and conditions of said bond, except as herein stated.

This Rider becomes effective on the **1st** day of **July, 2009**, at twelve and one minute o'clock AM standard time.

Signed and dated this **22nd** day of **June, 2009**.

ACCEPTED

Obligee

By _____

By _____

Principal

By _____
WESTERN SURETY COMPANY

By *Paul T. Bruflat*
Paul T. Bruflat, Senior Vice President



Meeting Date: July 6, 2009

Item # 6-B

SUBJECT: Tax Administrator Bond Renewal

REQUESTED BY:

SUMMARY: Bond Policy # 0601 70129558 on behalf of Tax Collector, Robert Edwin Mitchum for \$20,000 is submitted for Boards review and approval. Bond is effective July 10, 2009. Premium amount is \$200 annually.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend Approval

NOTES:

FINAL NOTICE OF PREMIUM DUE

CNA SURETY

P. O. Box 5077
Sioux Falls, SD 57117-5077
1-888-866-2666

RBM

RECEIVED

JUN 25 2009

ROBERT EDWIN MITCHUM
% WARREN COUNTY TAX COLLECTOR
P. O. BOX 185
WARRENTON, NC 27589

Bond/Policy#: 0601 70129558
Billing Date: 06/05/2009
Filing Date: 07/10/2009
Premium: \$200.00

WARREN COUNTY MANAGER'S OFFICE

Amount Due: \$200.00

Bond/Policy#: 0601 70129558
Effective Date: 07/10/2009 Anniversary Date: 07/10/2010
Penalty: \$20,000.00
Name: ROBERT EDWIN MITCHUM
Description: NC TAX COLLECTOR COUNTY OF WARREN

Written By: WESTERN SURETY COMPANY

We're pleased to provide this reminder to pay for your bond/policy. PLEASE PAY THE AMOUNT INDICATED to CNA Surety. Prompt payment allows us to issue or continue your bond/policy coverage. If you sent payment, Thank you.

If you have any questions, please contact your agent with whom the bond/policy was written.

Phone: (252)257-3104 **Warrenton Insurance**
Agency: 32-02393 **Agency, Inc.**
 P. O. Box 633
 Warrenton, NC 27589-0633

Please detach and return the original coupon below with your payment

CNA Surety

Bond/Policy#: 0601 70129558 Effective Date: 07/10/2009
Name: ROBERT EDWIN MITCHUM
Description: NC TAX COLLECTOR COUNTY OF WARREN
Written By: WESTERN SURETY COMPANY
Agency: 32-02393 Warrenton Insurance

Amount Due: \$200.00

Billing Date: 06/05/2009

Make Check Payable To CNA Surety

Check here and include change in # of covered employees/owners & other comments below:

CNA Surety
8137 Innovation Way
Chicago, IL 60682-0081

Meeting Date: July 6, 2009

Item # 6-C

SUBJECT: Amendment # 1 to the Warren County Budget Ordinance

REQUESTED BY: Finance Director Barry Mayo

SUMMARY: Submitted for Board's review and adoption.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend Approval

NOTES:

AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE

2009/2010

Amendment No. 1

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:

Emergency Services	12,500
Libraries	1,750
Total	\$ 14,250

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 - Other	1,750
Fund Balance Appropriated	12,500
Total	\$ 14,250

This amendment:

- appropriates NC Humanities Grant funds to the Warren County Memorial Library. These funds were received in FY 09 but will not be spent until FY10.

Funding Source: NC Humanities Council

- appropriates funds to Emergency Services for the Radio Communications Center propagation study. This contract was originally budgeted in FY 09 but will not conclude until FY10.

Funding Source: Fund Balance Appropriated

Respectfully Submitted 07/06/2009

Barry J. Mayo

Barry J. Mayo, Finance Director

Meeting Date: July 6, 2009

Item # 6-D

SUBJECT: Amendment # 10 to the Capital Project Ordinance for Warren County Water & Sewer District III, Phase II

REQUESTED BY: Finance Director Barry Mayo

SUMMARY: 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:

**AMENDMENT TO THE CAPITAL PROJECT ORDINANCE FOR
WARREN COUNTY WATER & SEWER
DISTRICT NO. III PHASE II PROJECT
(Amendment No. 10)**

Section 4 of the above-reference capital project ordinance shall be amended as follows:

Increase/(Decrease) Appropriations:

Legal & Administrative	10,000
Engineering / Design	356
Engineering / Bidding	51
Engineering / Construction Administration	102
Engineering / Inspection	11,052
Engineering / Additional Services	29,760
Construction Contract	15,457
Construction of Elevated Tank	(5,084)
Contingency	\$ <u>(61,694)</u>
Total	\$ 0

This amendment:

adjusts project line items to the most recent costs estimates.

Respectfully Submitted 07/06/2009

Barry J. Mayo

Barry J. Mayo
Finance Director

Meeting Date: July 6, 2009

Item # 7-A

SUBJECT: Appointment to Board/Commission Membership

REQUESTED BY: Board of Equalization and Review (E&R)

SUMMARY: On recommendation of Eddie Mitchum, Tax Administrator and Board of E&R, it is presented to appoint Dr. Russell C. King to the above referenced for a term expiring March 2010. This appointment replaces Mr. Travis Pulley who's membership expired March 2009.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

STATEMENT OF INTEREST TO SERVE

If you are a Warren County resident and would like to volunteer your time and expertise to your community, please complete and return to:

Warren County Board of Commissioners
c/o Clerk to the Board
PO Box 619
Warrenton, NC 27589

Please list in order of preference the Boards and Commissions for which you would be willing to serve:

1. EQUALIZATION & REVIEW
2. _____
3. _____
4. _____

Your full name DR. RUSSELL C. KING
Date of Birth 1-12-48 Sex M Race CAUCASIAN
Mailing Address P.O. BOX 100
City and Zip Code WISE, NC 27594
Street Address 2442 US HIGHWAY 1 NORTH
City and Zip Code NORLINA 27563
Home Phone 252-456-3480 Work Phone —
Job Title RETIRED
Company or Agency NC STATE UNIV,
Email Address RUSSELL-KING@NCSU.EDU

Do you live in the county? Yes No

Please list your County Commissioner District HAWTREE
(This information can be obtained from the Board of Elections at (252) 257-2114).

Educational Background

Name and Address of High School Attended NORLINA
Name and Address of College Attended UNIV OF NEW HAMPSHIRE - DURHAM, N.H.
NC STATE UNIVERSITY - RALEIGH, N.C.
Degree Received EdD; B.S. (M.S. LONGWOOD UNIVERSITY)

Please list any military experience U.S. MARINE CORPS - 2 YEARS
ADMINISTRATIVE

This "Statement of Interest to Serve" will remain active for six (6) months from date received in the County Manager's office.

Appointment to Board of Equalization

The current Board of Equalization approves Russell King for this appointment and I also approve.

Do you need anything else? This needs to be on for July

Thanks

Eddie Mitchum
Warren County Tax Administrator
252-257-4158
252-257-9369 fax

If you are presently serving as an elected or appointed official, please explain: I AM ON LAKE GASTON WEED COUNCIL & HAWTREE FIRE DEPT. Bd. of DIRECTORS

Please list all past employers and volunteer experience you have had which may be beneficial in evaluating your qualifications.

Work Experience ADMINISTRATIVE - 2 YEARS U.S. MARINES
VO. AG. TEACHER - 6 YEARS
AGRICULTURAL EXTENSION AGRONOMY - 13 YEARS
ADMINISTRATOR - COOP EXTENSION - 17 YEARS

Volunteer Experience _____

How did you become aware of Warren County volunteer opportunities? (Please circle appropriate response)

Newspaper Current Warren County Volunteer Other

If other, please explain: _____

If I am appointed to serve on one or more boards, I will agree by signing an Affirmation of Understanding, to attend the required number of meetings each calendar year and not to exceed unexcused absences by more than 25% or three (3) meetings in any calendar years.

Signature Russell C. King

Date 6-1-09

Please feel free to attach a resume if so desired.

Meeting Date: July 6, 2009

Item # 7-B

SUBJECT: Appointment to Board/Commission Membership

REQUESTED BY: Timmy Baynes, Executive Director, Kerr-Tar COG

SUMMARY: It is presented to appoint a replacement for the Late Clinton G. “T-Bone” Alston (Representative from the Private Sector) on the Kerr-Tar Rural Economic Development Corporation (Triangle North) Board of Directors. Chairman Barry Richardson has expressed interest in this appointment.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: July 6, 2009

Item # 8

SUBJECT: Resolution – Opposing the Transfer of Child Support Offices to Local Governments

REQUESTED BY:

SUMMARY: Warren County Sheriff’s Office recommends adopting the attached resolution opposing the transfer of child support enforcement responsibilities from the State to NC Counties.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

**RESOLUTION
OPPOSING THE TRANSFER OF
CHILD SUPPORT ENFORCEMENT RESPONSIBILITIES
FROM THE STATE TO LOCAL LEVEL**

Whereas, it has been brought to the attention of the Warren County Board of Commissioners that the State of North Carolina is attempting to transfer the administrative and financial responsibilities pertaining to child support enforcement from their twenty-eight offices onto the counties that are currently being served by these offices; and

Whereas, the State of North Carolina is attempting to eliminate their financial deficit through the transfer of responsibilities from the State to the local level; and

Whereas, the local level, as being a political subunit of the State, is experiencing their own share of financial difficulties; and

Whereas, the local level stands opposed to unfunded mandates from the State level; and

Whereas, this change will place an undue and unanticipated financial strain on the local level

We, **The Board of Commissioners of Warren County, on this 6th day of July 2009**, do hereby announce our opposition to this change in policy. Additionally, we implore our State representatives to remove this albatross from local government.

Warren County Board of Commissioners

Barry Richardson, Chairman

ATTEST:

Angelena Kearney-Dunlap, Clerk

Meeting Date: Jul 7 6, 2009

Agenda Item # 9

SUBJECT: Request for Building Permit Fee Waiver

REQUESTED BY: Dr. Ray V. Spain, Superintendent WC Schools

SUMMARY: Superintendent of Warren County Schools requests \$1,374.40 waiver of permit fees related to installation of temporary modular units for Warren New Tech High School on the Hawkins Campus.

FUNDING SOURCE: N/A

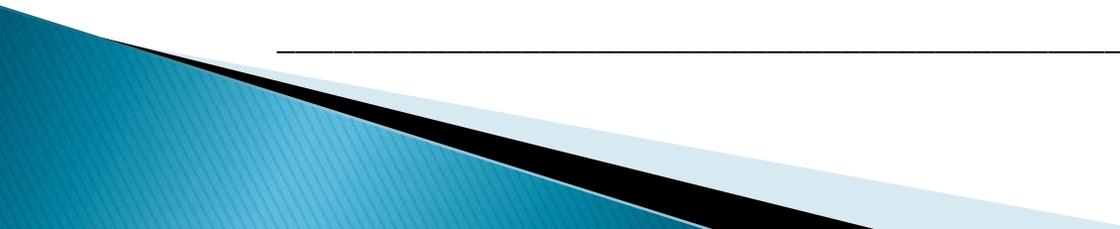
APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE: N/A

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend Approval

NOTES:





WARREN COUNTY SCHOOLS

109 Cousin Lucy's Lane
Post Office Box 110
Warrenton, North Carolina 27589

Phone: (252) 257-3184
Fax: (252) 257-5357
www.wcsk12.org

June 24, 2009

Mrs. Linda Worth
County Manager
County of Warren
Post Office Box 619
Warrenton, NC 27589

Dear Mrs. Worth:

I am writing to respectfully request that a waiver be granted for the permit fee in the amount of \$1,374.40 for the installation of temporary modular units for Warren New Tech High School. These modular units will temporarily be placed on the Hawkins campus during construction of the new school building.

Your consideration for this request is greatly appreciated. I would also like to say once again how much I appreciate your support and that of the Warren County Commissioners as the school district moves forward with high school reform and efforts to increase student academic achievement.

Sincerely,

Ray V. Spain, Ed.D.
Superintendent

RVS/dc

c: Joe Mustian, Maintenance Director

RECEIVED

JUN 25 2009

WARREN COUNTY MANAGER'S OFFICE

Meeting Date: July 6, 2009

Agenda Item # 10-A

SUBJECT: Public Utilities

REQUESTED BY: Macon Robertson, Director

SUMMARY: Amendment # 6 to the Standard Form of Agreement between Owner and Engineer for Professional Services for Warren County Water and Sewer District III, Phase II Project; increasing the Construction Inspection line item from \$225,000 to \$236,052 to accommodate Change Order 5.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

**AMENDMENT NO. 6
TO
STANDARD FORM OF AGREEMENT
BETWEEN
OWNER AND ENGINEER
FOR
PROFESSIONAL SERVICES
FUNDING AGENCY EDITION**

THIS IS AN AMENDMENT effective as of July 6, 2009 ("Effective Date") to the Agreement dated September 9, 2002 between

Warren County ("OWNER") and

Rivers and Associates, Inc. ("ENGINEER").

This Amendment No. 6 modifies the original Agreement as follows:

Add the following Exhibit C1 and Attachment 1 to the Standard Form of Agreement Between Owner

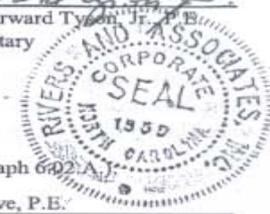
and Engineer for Professional Services for Water and Sewer District No. 3 - Phase II to increase the

Contract amount for Resident Project Representative Services.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment No. 6 to the original Agreement, the Effective Date of which is indicated on page 1.

OWNER:
Warren County
By (Signature): _____
Typed Name: Barry Richardson
Title: Chairman
Date: _____
Attest: _____
Name: Angelena Kearney-Dunlap
Title: Clerk to the Board
(SEAL)

ENGINEER:
Rivers & Associates, Inc.
By (Signature): *Thomas C. Howell, III*
Typed Name: Thomas C. Howell, III, P.E.
Title: Vice President
Date: 6/22/09
Attest: *F. Durward Tyson, Jr.*
Name: F. Durward Tyson, Jr., P.E.
Title: Secretary
(SEAL)



Designated Representative (paragraph 6.02.A.):
Macon Robertson
Title: Director of Public Utilities
Address for giving notices:
712 U.S. Hwy. 158, Business West
Post Office Box 577
Warrenton, North Carolina 27589
Phone Number: (252) 257-3645
Fax Number: (252) 257-3979
E-Mail Address: mrobertson@co.warren.nc.us

Designated Representative (paragraph 6.02.A.):
Frederick L. Stowe, P.E.
Title: Project Manager
Address for giving notices:
107 East Second Street
Post Office Box 929
Greenville, North Carolina 27835
Phone Number: (252) 752-4135
Fax Number: (252) 752-3974
E-Mail Address: fstowe@riversandassociates.com

AGENCY CONCURRENCE:
AGENCY: _____
By (Signature): _____
Typed Name: _____
Title: _____
Date: _____

This instrument has been pre-audited in the manner required by the Local Budget and Fiscal Control Act.

By (Signature): _____
Finance Officer
Typed Name: _____
Date: _____

**EXHIBIT C1 TO STANDARD FORM OF AGREEMENT BETWEEN OWNER
AND ENGINEER FOR PROFESSIONAL SERVICES
FUNDING AGENCY EDITION DATED SEPTEMBER 9, 2002**

PAYMENTS TO ENGINEER FOR SERVICES AND REIMBURSABLE EXPENSES

1. This is an Exhibit attached to, made a part of and incorporated by reference into the Agreement made on September 9, 2002 between Warren County (Owner) and Rivers and Associates, Inc. (Engineer) for professional engineering services. The Payments to ENGINEER for Services and Reimbursable Expenses are amended or supplemented as indicated below.
2. ENGINEER's current Standard Hourly Rates are attached hereto as Attachment 1.
3. Revise Article C.4.02, Paragraph A.2. For Resident Project Representative services furnished under paragraph A.1.05, compensation shall be based upon the Standard Hourly Rates in effect at the time, plus Reimbursable Expenses as approved by Agency, the total of which is estimated at Two Hundred Thirty-Six Thousand Fifty-Two and 00/100 Dollars (\$236,052.00).

ATTACHMENT 1
RIVERS AND ASSOCIATES, INC.
 STANDARD RATES
 Effective April 12, 2008

EMPLOYEE CLASSIFICATION:

HOURLY RATES:

Principal	\$165.00
Sr. Project Manager	\$155.00
Project Manager II	\$140.00
Project Manager I	\$130.00
Project Engineer II	\$120.00
Project Engineer I	\$105.00
Design Engineer II	\$95.00
Design Engineer I	\$85.00
Landscape Architect	\$100.00
Landscape Designer	\$90.00
Project Planner I	\$90.00
Planner II	\$80.00
Planner I	\$70.00
Designer IV	\$115.00
Designer III	\$105.00
Designer II	\$90.00
Designer I	\$75.00
CAD Technician III	\$70.00
CAD Technician II	\$65.00
CAD Technician I	\$60.00
Project Surveyor II	\$105.00
Project Surveyor I	\$90.00
Party Chief III	\$80.00
Party Chief II	\$60.00
Party Chief I	\$55.00
Surveyor Technician II	\$50.00
Surveyor Technician I	\$45.00
1-Man Robotic II	\$135.00
1-Man Robotic I	\$100.00
Resident Project Representative III	\$85.00
Resident Project Representative II	\$70.00
Resident Project Representative I	\$60.00
Intern Tech	\$35.00
Administrative Assistant	\$65.00
Sub-Consultants and Fees	1.15 x Cost
Travel	Current IRS Rate
Miscellaneous Expenses	Cost

Meeting Date: July 6, 2009

Agenda Item # 10-B

SUBJECT: Public Utilities

REQUESTED BY: Macon Robertson, Director

SUMMARY: Change Order #5 for Water & Sewer District III, Phase II Project which proposes to add back all lines originally deleted from Contract I (a net increase of \$15,479.07).

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend Approval

NOTES:

UNITED STATES DEPARTMENT OF AGRICULTURE
RURAL DEVELOPMENT AND
FARM SERVICE AGENCY

CONTRACT CHANGE ORDER

CONTRACT FOR	Contract I - Water & Sewer District No. 3 Phase II, Water Distribution System	ORDER NO.	5
OWNER	Warren County Board of Commissioners	DATE	June 19, 2009
		STATE	North Carolina
		COUNTY	Warren

To **Herring & Rivenbark, Inc.**

(Contractor)

You are hereby requested to comply with the following changes from the contract plans and specifications:

Description of Changes (Supplemental Plans and Specifications Attached)	DECREASE in Contract Price	INCREASE in Contract Price
Adjust Contract Quantities to agree with the actual quantities completed through Change Order No. 4	\$790,450.13	
Add water mains designed but not previously constructed per quantities detailed in Attachment 1 and shown on Attachment 2		\$805,929.20
TOTALS	\$790,450.13	\$805,929.20
NET CHANGE IN CONTRACT PRICE		\$15,479.07

JUSTIFICATION:

This Change Order No. 5 adjusts the Contract quantities to agree with the actual quantities completed through Change Order No. 4 and adds water mains designed but not previously constructed. A construction Contract Time of 120 days is provided for installation of the new water main sections and will commence upon full execution of this Change Order.

ATTACHMENTS:

Attachment 1 - Construction Cost Estimate
Attachment 2 - Revised Drawing W-2745 - Sheets 2A, 3, 4, 9, 30, 39, 40 and 41

The amount of the Contract will be (~~Decreased~~) (Increased) By The Sum Of: Fifteen Thousand Four Hundred Seventy-Nine
and 07/100 Dollars (\$ 15,479.07)

The Contract Total Including this and previous Change Orders Will Be: Seven Million Nine Hundred Four Thousand
Seven Hundred Twenty and 87/100 Dollars (\$ 7,904,720.87)

The Contract Period Provided for Completion Will Be (~~Increased~~) (~~Decreased~~) (Unchanged): 120 Days.

This document will become a supplement to the contract and all provisions will apply hereto.

Requested _____ *(Owner)* _____ *(Date)*

Recommended Gulki L. Stawie _____ *(Owner's Architect/Engineer)* 6/22/09 _____ *(Date)*

Accepted _____ *(Contractor)* _____ *(Date)*

Approved by Agency _____ *(Name and Title)* _____ *(Date)*

Meeting Date: July 6, 2009

Agenda Item # 10-C

SUBJECT: Public Utilities

REQUESTED BY: Macon Robertson, Director

**SUMMARY: Revised Construction Inspection Plan for Water & Sewer District III,
Phase II Project to accommodate Change Order # 5.**

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend Approval

NOTES:



ATTACHMENT 1 (Section B) - RESIDENT PROJECT REPR. SERVICES - PER DIEM METHOD
EJCDC E-510 STANDARD FORM OF AGREEMENT BETWEEN OWNER AND ENGINEER
to
NORTH CAROLINA RURAL DEVELOPMENT (RD) ASSISTED WATER/WASTEWATER PROJEC
CONSTRUCTION INSPECTION PLAN (see General Conditions and Approvals on reverse)

APPLICANT/BORROWER: Warren County
 BRIEF DESCRIPTION OF PROJECT (describe elements/components and quantities)
Water & Sewer District No. 3 Phase II Water System Improvements consisting of 2" through 10" water mains, one (1) boost pumping station and one (1) elevated steel water storage tank.

CONSULTING FIRM: Rivers & Associates, Inc.

CONTRACTORS:

CONTRACT #	CONTRACTOR	CONTRACT AMOUNT	NOTICE TO PROCEED DATE
I	Herring & Rivenbark, Inc.	\$ 7,904,720.87	1 09/11/07
II	N/A	\$	
III	Phoenix Fabricators and Erectors, Inc.	\$ 542,332.50	2 10/11/07
IV		\$	
V		\$	

The Consulting Engineer, Frederick L. Stowe, P.E., hereby proposes to provide resident construction inspection service the above project in accordance with the following schedule of personnel to be assigned to this project and in general accordance with the following projected time requirements and costs. Only inspectors who are proposed to be used on 1 project should be listed. If necessary other inspectors may be added later through amendment to this schedule.

SECTION I - PERSONNEL COSTS

INSPECTOR'S NAME	CLASSIFICATION	CONTRACT (S) ASSIGNED	ESTIMATED** HRS. REQUIRED	HOURLY*** RATES \$/HR.	EST. COLA
Jay Davis	Advanced	Cont. I & III	1,378	60.00	
Robert Franklin	Advanced	Cont. I & III	1,026	60.00	
Mike Luszc	Advanced	Cont. I	700	60.00	
TOTAL INSPECTION COST ESTIMATE (PERSONNEL) \$					

Advanced - At least five years on-the-job inspection experience with similar projects and capable of functioning independent with minimum supervision from engineer.
Intermediate - 1-5 years on-the-job inspection experience with similar projects - works under general supervision of advanced inspector.
Entry - Less than one year experience with similar projects - works under close supervision of advanced inspector and/or engineer.

** Attach separate sheet with documentation for estimated hours for each inspector.
 *** Proposed billing rate inclusive of salary, overhead, and profit.

1. Contract amount per Change Order No. 5 for Contract I.
2. Final Contract Amount per Change Order No. 1 for Contract III.

(OVEI

SECTION II - PER DIEM, MILEAGE, AND MISCELLANEOUS COSTS

Total Estimated Mileage (all inspectors)	77,122 <u>17,400</u>	X	0.485 <u>0.55</u>	(reimbursement rates)	\$ <u>37,404</u> 9,570
Per Deim – if applicable (total days –all inspectors)	<u>473</u>	X	<u>6.00</u>	(daily rate).....	\$ <u>2,838</u>
Miscellaneous Expenses					\$ <u>0</u>
TOTAL SECTION II EXPENSES:					\$ <u>49,812</u>

* Attach separate sheet with documentation of all per diem, mileage, and itemized misc. expenses.

RESIDENT INSPECTION CEILING COST (SECTION I + SECTION II) \$ 236,052

Construction Inspection Plan - General Conditions

The Consulting Engineer hereby agrees to prepare the construction inspection plan and perform construction inspection services in accordance with the following conditions:

1. The experience level of the inspector(s) assigned will be commensurate with the nature and difficulty of the work to be performed, inasmuch as scheduling and overall efficiency of the inspection effort will allow. The hourly rates indicated in the inspection plan shall reflect the level of experience of the inspector assigned.
2. The Engineer will use his best judgment when allocating time of an inspector to each job. The inspector will not be assigned responsibilities on the job site when the nature of the work does not require his presence.
3. The Engineer will take into account the work location(s), construction time period, number of construction crews, expected level of effort required, etc., when developing the construction inspection plan and assigning inspectors.
4. The Engineer will manage the inspection effort in accordance with the approved plan and will notify the Owner and RD of any anticipated change or modification in the plan. Any changes in inspectors, proposed ceiling increases, or major changes in inspector assignments will not be made or effective until an amendment to the plan has been prepared and approved by all parties.
5. The Engineer agrees not to bill for inspection services, in excess of the ceiling amount established above, without first obtaining approval of all parties through an amendment to the plan. Detailed justification for additional time, number of inspectors, etc., will be required from the Engineer in support of any changes to the original plan.
6. Invoices for inspection services will be based on actual hours of inspection service required and actual expenses incurred subject to the ceiling amount established above.
7. Unless otherwise stated the inspector's duties and responsibilities shall be as set forth in Exhibit D to EJCDC E-510.
8. No RD funds or RD administered funds will be expended for resident inspection services prior to review and approval of the construction inspection plan by all parties. The Engineer will submit resumes for each inspector to be used on this project for review and approval by RD with this inspection plan. No inspector will be used on the project until approved by RD.

APPROVAL OF PROPOSED INSPECTION PLAN:

OWNER/APPLICANT:

(Date)

Barry Richardson, Chairman print name

CONSULTING ENGINEER:

Frederick L. Stowe 6/22/09
(Date) (Date)

Frederick L. Stowe, P.E. print name

RURAL DEVELOPMENT:

(Date)

print name

Meeting Date: July 6, 2009

Agenda Item # 10-D

SUBJECT: Public Utilities

REQUESTED BY: Macon Robertson, Director

SUMMARY: Amendment # 7 to the Standard Form of Agreement between Owner and Engineer for Professional Services for Water and Sewer District III, Phase II Project; increasing the Additional Services line item by \$29,760 to accommodate Change Order # 5.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend Approval

NOTES:

**AMENDMENT NO. 7
TO
STANDARD FORM OF AGREEMENT
BETWEEN
OWNER AND ENGINEER
FOR
PROFESSIONAL SERVICES**

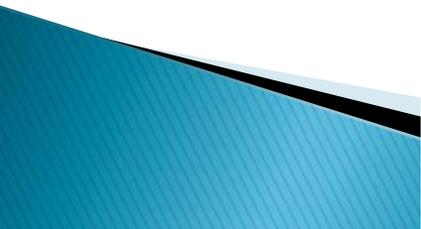
THIS IS AN AMENDMENT effective as of July 6, 2009 ("Effective Date") to the Agreement dated September 9, 2002 between

Warren County ("OWNER") and

Rivers and Associates, Inc. ("ENGINEER").

This Amendment No. 7 modifies the original Agreement as follows:

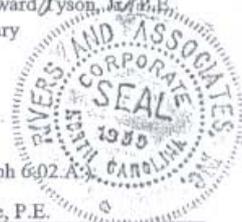
Add the following Exhibit C1 and Attachment 1 to the Standard Form of Agreement Between Owner and Engineer for Professional Services for Water and Sewer District No. 3 - Phase II to add Additional Services for preparing Contract Change Order No. 5 and providing Construction Administration Services beyond the Contract Time.



IN WITNESS WHEREOF, the parties hereto have executed this Amendment No. 7 to the original Agreement, the Effective Date of which is indicated on page 1.

OWNER:
Warren County
By (Signature): _____
Typed Name: Barry Richardson
Title: Chairman
Date: _____
Attest: _____
Name: Angelena Kearney-Dunlap
Title: Clerk to the Board
(SEAL)

ENGINEER:
Rivers & Associates, Inc.
By (Signature): Thomas C. Howell, III
Typed Name: Thomas C. Howell, III, P.E.
Title: Vice President
Date: 6/22/09
Attest: _____
Name: F. Durward Tyson, Jr., P.E.
Title: Secretary
(SEAL)



Designated Representative (paragraph 6.02.A.):
Macon Robertson
Title: Director of Public Utilities
Address for giving notices:
712 U.S. Hwy. 158, Business West
Post Office Box 577
Warrenton, North Carolina 27589
Phone Number: (252) 257-3645
Fax Number: (252) 257-3979
E-Mail Address: mrobertson@co.warren.nc.us

Designated Representative (paragraph 6.02.A.):
Frederick L. Stowe, P.E.
Title: Project Manager
Address for giving notices:
107 East Second Street
Post Office Box 929
Greenville, North Carolina 27835
Phone Number: (252) 752-4135
Fax Number: (252) 752-3974
E-Mail Address: fstowe@riversandassociates.com

This instrument has been pre-audited in the manner required by the Local Budget and Fiscal Control Act.

By (Signature): _____
Finance Officer
Typed Name: _____
Date: _____

**EXHIBIT C1 TO STANDARD FORM OF AGREEMENT BETWEEN OWNER
AND ENGINEER FOR PROFESSIONAL SERVICES
FUNDING AGENCY EDITION DATED SEPTEMBER 9, 2002**

PAYMENTS TO ENGINEER FOR SERVICES AND REIMBURSABLE EXPENSES

1. This is an Exhibit attached to, made a part of and incorporated by reference into the Agreement made on September 9, 2002 between Warren County (Owner) and Rivers and Associates, Inc. (Engineer) for professional engineering services. The Payments to ENGINEER for Services and Reimbursable Expenses are amended or supplemented as indicated below.
2. ENGINEER's current Standard Hourly Rates are attached hereto as Attachment 1.
3. Revise Article C.4.03, Paragraph B.3. For Additional Services furnished under paragraph A.2.01, compensation shall be based upon the Standard Hourly Rates in effect at the time, plus Reimbursable Expenses, the total of which is estimated at Twenty-Nine Thousand Seven Hundred Sixty and 00/100 Dollars (\$29,760.00) based upon the following assumed distribution of compensation:
 - a. Construction Administration Beyond the Contract Time \$25,760.00
 - b. Preparing Contract Change Order No. 5 \$4,000.00

Engineer may alter the distribution of compensation between individual phases of the work noted herein to be consistent with services actually rendered, but shall not exceed the total estimated compensation amount unless approved in writing by Owner.

RIVERS AND ASSOCIATES, INC.
 STANDARD RATES
 Effective April 12, 2008

EMPLOYEE CLASSIFICATION:

HOURLY RATES:

Principal	\$165.00
Sr. Project Manager	\$155.00
Project Manager II	\$140.00
Project Manager I	\$130.00
Project Engineer II	\$120.00
Project Engineer I	\$105.00
Design Engineer II	\$95.00
Design Engineer I	\$85.00
Landscape Architect	\$100.00
Landscape Designer	\$90.00
Project Planner I	\$90.00
Planner II	\$80.00
Planner I	\$70.00
Designer IV	\$115.00
Designer III	\$105.00
Designer II	\$90.00
Designer I	\$75.00
CAD Technician III	\$70.00
CAD Technician II	\$65.00
CAD Technician I	\$60.00
Project Surveyor II	\$105.00
Project Surveyor I	\$90.00
Party Chief III	\$80.00
Party Chief II	\$60.00
Party Chief I	\$55.00
Surveyor Technician II	\$50.00
Surveyor Technician I	\$45.00
1-Man Robotic II	\$135.00
1-Man Robotic I	\$100.00
Resident Project Representative III	\$85.00
Resident Project Representative II	\$70.00
Resident Project Representative I	\$60.00
Intern Tech	\$35.00
Administrative Assistant	\$65.00
Sub-Consultants and Fees	1.15 x Cost
Travel	Current IRS Rate
Miscellaneous Expenses	Cost

Meeting Date: July 6, 2009

Agenda Item # 10-E

SUBJECT: Award Bid for Soul City Pump Station Improvements

REQUESTED BY:

**SUMMARY: Bids will be supplied during the July 6th meeting.
Authorize Chairman of the Board and/or County
Manager to sign related documentation.**

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



Celebrating 90 Years of Service

1918-2008
July 1, 2009

Engineers
Planners
Surveyors

Ms. Linda T. Worth
County Manager
Warren County
P.O. Box 619
Warrenton, NC 27589

SUBJECT: Warren County
Soul City Pump Station Improvements
Rivers File 23077 G

Dear Ms. Worth:

Sealed bids for the referenced project were received and thereafter publicly opened and read at 2:00 PM on June 30, 2009 in the Warren County Memorial Library located at 119 South Front Street, Warrenton, North Carolina. The list of responsive bids and corresponding base bid totals are provided below.

H. G. Reynolds Co., Inc.	\$247,257.70
James C. Harris Contractor, LLC	\$268,907.15
Water & Waste Systems Const., Inc.	\$277,117.67
J. F. Wilkerson Contracting Co., Inc.	\$301,984.08
T.A. Loving Company	\$308,595.00
Hendrix-Barnhill Co., Inc.	\$340,676.00

The project was advertised in a paper of general circulation at least seven (7) days prior to receipt of bids, and the bids were received and opened at the prescribed time, place, and manner as required by North Carolina's general statutes. Eighteen (18) sets of plans and specifications were delivered during the advertisement period. Due to favorable interest in the project, it is our opinion that the bids received were competitive.

The bids have been tabulated and a copy of the Certified Bid Tabulation Sheet is attached for your records. Based on the project funding available, the current total amount available for construction is \$290,885.00.

Rivers & Associates, Inc. recommends that the Warren County Board of Commissioners make tentative award of the Construction Contract to H. G. Reynolds Co, Inc. for the Base Bid amount of \$247,257.70 contingent upon approval of the County's legal council.

P:\MUNI\WARREN\Soul City Pump Station\G\Recommendation.DOC

107 East Second Street, Greenville, NC 27858 • Post Office Box 929, Greenville, NC 27835 • (252) 752-4135 • FAX (252) 752-3974
Email: rivers@riversandassociates.com



Engineers / Planners / Surveyors

Ms. Linda T. Worth
July 1, 2009
Page 2

We appreciate the opportunity to work with Warren County on this project and look forward to our continuing relationship during the construction phase of this and future projects to come.

Sincerely,

Frederick L. Stowe, P.E.
Associate

Encl.

cc: Mr. Macon Robertson, Warren County Public Utilities w/encl.
Ms. Linda Evans, Warren County Public Utilities w/encl.
File, w/encl.

**RIVERS AND ASSOCIATES, INC.
 BID TABULATION SHEET**

CERTIFICATION

I CERTIFY THAT THIS IS A TRUE RECORD OF BIDS RECEIVED

Gulib J. Stone 7/1/09



OWNER: Warren County Board of Commissioners
 PROJECT: Soul City Pump Station Improvements
 LOCATION: Warren County Memorial Library
 BIDS OPENED: Tuesday, June, 30, 2009 @ 2:00 PM

CONTRACTOR ADDRESS		H.G. Reynolds Co., Inc. 3595 U.S. 1 Business North Henderson, NC 27537 14149 / 5%		James C. Harris Contractor, LLC 744 Hwy. 158 Business West Warrenton, NC 27589 61008 / 5%		Water & Waste Systems Const., Inc. 9700 Ten-Ten Road Raleigh, NC 27603 35745 / 5%		J.F. Wilkerson Contracting Co. Inc. 10710 Chapel Hill Road Morrisville, NC 27560 4499 / 5%			
ITEM NO.	QTY.	UNIT	DESCRIPTION	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
PART A - FORCE MAIN DISCHARGE RELOCATION:											
1.	1,981	LF	14" DIP Force Main	<u>\$41.70</u>	<u>\$82,607.70</u>	<u>\$48.15</u>	<u>\$95,385.15</u>	<u>\$39.32</u>	<u>\$77,892.92</u>	<u>\$52.88</u>	<u>\$104,359.08</u>
2.	65	LF	30" Steel Casing (Jack & Bore)	<u>\$242.00</u>	<u>\$15,730.00</u>	<u>\$201.00</u>	<u>\$13,065.00</u>	<u>\$189.00</u>	<u>\$12,285.00</u>	<u>\$210.00</u>	<u>\$13,650.00</u>
3.	1	EA	Automatic Air/Vacuum Valve & Vault	<u>\$2,500.00</u>	<u>\$2,500.00</u>	<u>\$3,416.00</u>	<u>\$3,416.00</u>	<u>\$3,780.00</u>	<u>\$3,780.00</u>	<u>\$3,503.00</u>	<u>\$3,503.00</u>
4.	1	EA	Tie Into Existing 14" Sewer Force Main	<u>\$700.00</u>	<u>\$700.00</u>	<u>\$4,947.00</u>	<u>\$4,947.00</u>	<u>\$3,953.25</u>	<u>\$3,953.25</u>	<u>\$2,050.00</u>	<u>\$2,050.00</u>
5.	1	EA	5-ft. Diameter Doghouse Manhole (8'-10')	<u>\$2,581.00</u>	<u>\$2,581.00</u>	<u>\$5,230.00</u>	<u>\$5,230.00</u>	<u>\$4,457.25</u>	<u>\$4,457.25</u>	<u>\$3,600.00</u>	<u>\$3,600.00</u>
6.	500	LB	Miscellaneous Ductile Iron Fittings	<u>\$1.40</u>	<u>\$700.00</u>	<u>\$1.85</u>	<u>\$925.00</u>	<u>\$12.60</u>	<u>\$6,300.00</u>	<u>\$3.30</u>	<u>\$1,650.00</u>
7.	200	LF	Asphalt Pavement Replacement	<u>\$25.00</u>	<u>\$5,000.00</u>	<u>\$21.77</u>	<u>\$4,354.00</u>	<u>\$33.60</u>	<u>\$6,720.00</u>	<u>\$31.36</u>	<u>\$6,272.00</u>
8.	40	LF	Concrete Curb & Gutter Replacement	<u>\$35.00</u>	<u>\$1,400.00</u>	<u>\$20.00</u>	<u>\$800.00</u>	<u>\$49.35</u>	<u>\$1,974.00</u>	<u>\$30.00</u>	<u>\$1,200.00</u>
9.	50	LF	ABC Stone in Driveways	<u>\$5.00</u>	<u>\$250.00</u>	<u>\$10.00</u>	<u>\$500.00</u>	<u>\$55.65</u>	<u>\$2,782.50</u>	<u>\$8.00</u>	<u>\$400.00</u>
10.	200	CY	Rock Excavation	<u>\$35.00</u>	<u>\$7,000.00</u>	<u>\$0.10</u>	<u>\$20.00</u>	<u>\$78.75</u>	<u>\$15,750.00</u>	<u>\$50.00</u>	<u>\$10,000.00</u>
11.	35	CY	Select Backfill	<u>\$10.00</u>	<u>\$350.00</u>	<u>\$5.00</u>	<u>\$175.00</u>	<u>\$26.25</u>	<u>\$918.75</u>	<u>\$30.00</u>	<u>\$1,050.00</u>
12.	30	CY	Stabilization Stone	<u>\$25.00</u>	<u>\$750.00</u>	<u>\$28.00</u>	<u>\$840.00</u>	<u>\$52.50</u>	<u>\$1,575.00</u>	<u>\$30.00</u>	<u>\$900.00</u>
13.	100	LF	Silt Fence	<u>\$3.00</u>	<u>\$300.00</u>	<u>\$3.50</u>	<u>\$350.00</u>	<u>\$4.20</u>	<u>\$420.00</u>	<u>\$2.50</u>	<u>\$250.00</u>
14.	5	EA	Rock Silt Check Dam	<u>\$100.00</u>	<u>\$500.00</u>	<u>\$200.00</u>	<u>\$1,000.00</u>	<u>\$262.50</u>	<u>\$1,312.50</u>	<u>\$130.00</u>	<u>\$650.00</u>
15.	400	SY	Matting for Erosion Control	<u>\$2.00</u>	<u>\$800.00</u>	<u>\$1.60</u>	<u>\$640.00</u>	<u>\$3.15</u>	<u>\$1,260.00</u>	<u>\$1.50</u>	<u>\$600.00</u>
16.	1	LS	Sewer Vent on Pole		<u>\$1,430.00</u>		<u>\$1,550.00</u>		<u>\$1,522.50</u>		<u>\$2,000.00</u>
17.	1	LS	Testing Allowance		<u>\$2,000.00</u>		<u>\$2,000.00</u>		<u>\$2,000.00</u>		<u>\$2,000.00</u>
18.	1	LS	Allowance for Support of Power/Utility Poles		<u>\$2,500.00</u>		<u>\$2,500.00</u>		<u>\$2,500.00</u>		<u>\$2,500.00</u>
SUBTOTAL PART A					\$127,098.70		\$137,697.15		\$147,403.67		\$156,634.08

RIVERS AND ASSOCIATES, INC.
BID TABULATION SHEET

CONTRACTOR ADDRESS		H.G. Reynolds Co., Inc. 3595 U.S. 1 Business North Henderson, NC 27537 14149 / 5%	James C. Harris Contractor, LLC 744 Hwy. 158 Business West Warrenton, NC 27589 61008 / 5%	Water & Waste Systems Const., Inc. 9700 Ten-Ten Road Raleigh, NC 27603 35745 / 5%	J.F. Wilkerson Contracting Co. Inc. 10710 Chapel Hill Road Morrisville, NC 27560 4499 / 5%					
ITEM NO.	QTY.	UNIT DESCRIPTION	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
PART B - PUMP STATION IMPROVEMENTS:										
1.	1 LS	Install Reconditioned Pumps & Motors A LUMP SUM OF:		<u>\$10,734.00</u>		<u>\$12,151.00</u>		<u>\$16,456.00</u>		<u>\$12,500.00</u>
2.	1 LS	Replace Pump Discharge Check Valves A LUMP SUM OF:		<u>\$7,208.00</u>		<u>\$7,684.00</u>		<u>\$11,499.00</u>		<u>\$12,300.00</u>
3.	1 LS	Replace Manually Actuated Slide Gates in Junction Box A LUMP SUM OF:		<u>\$8,197.00</u>		<u>\$8,860.00</u>		<u>\$15,959.00</u>		<u>\$15,000.00</u>
4.	1 LS	Replace Aeration Basin Isolation Plug Valves A LUMP SUM OF:		<u>\$7,380.00</u>		<u>\$6,522.00</u>		<u>\$13,660.00</u>		<u>\$12,400.00</u>
5.	1 LS	Paint Reconditioned Pumps & Motors and Suction & Discharge Piping A LUMP SUM OF:		<u>\$2,440.00</u>		<u>\$4,151.00</u>		<u>\$2,280.00</u>		<u>\$6,200.00</u>
6.	1 LS	Base Electrical Upgrades A LUMP SUM OF:		<u>\$84,200.00</u>		<u>\$91,822.00</u>		<u>\$69,860.00</u>		<u>\$86,950.00</u>
SUBTOTAL PART B				\$120,159.00		\$131,210.00		\$129,714.00		\$145,350.00
TOTAL BASE BID (A + B)				\$247,257.70		\$268,907.15		\$277,117.67		\$301,984.08
ADD ALTERNATES										
A.	1 LS	Mechanical Bar Screen and Associated Electrical A LUMP SUM OF:		<u>\$128,346.00</u>		<u>\$123,766.00</u>		<u>\$129,102.00</u>		<u>\$123,715.00</u>
B.	1 LS	Replace Floating Aerators and Associated Electrical A LUMP SUM OF:		<u>\$45,774.00</u>		<u>\$53,891.00</u>		<u>\$41,080.00</u>		<u>\$57,080.00</u>
C.	1 LS	Replace Windows in Pump Station Building A LUMP SUM OF:		<u>\$5,528.00</u>		<u>\$5,250.00</u>		<u>\$11,720.00</u>		<u>\$14,000.00</u>
D.	1 LS	Clear and Grub Force Main Right of Way A LUMP SUM OF:		<u>\$2,200.00</u>		<u>\$5,000.00</u>		<u>\$23,000.00</u>		<u>\$5,000.00</u>
ELECTRICAL CONSTRUCTION			Breedlove Electric		Breedlove Electric		David Teasley Electrical		Bitting Electric, Inc.	
LISTING OF EQUIPMENT			<u>Manufacturer</u>	<u>Model No.</u>	<u>Manufacturer</u>	<u>Model No.</u>	<u>Manufacturer</u>	<u>Model No.</u>	<u>Manufacturer</u>	<u>Model No.</u>
1. Mechanical Bar Screen			Schloss	Mark XI-A	SchlossEng.Equip.	Mark XI-A	Schloss	Mark XI-A	SchlossEng.Equip.	Mark XI-A
2. Floating Aerator			Aqua Turbo	AER-AS 0750-30 S/S	Aqua-Aerobic Sys.	see spec.sec.11377	Aqua Turbo Sys.	AER-AS-0750-30 SS	Aqua Turbo Sys.	AER-AS 0750-30 S/S
Total Value of Minority Business Contracting (MB-1)				\$97,476.00		\$124,770.00		10% Bid		\$31,000.00
Listing of Good Faith Efforts (MB-2)				80 Points		Not Submitted		50 Points		115 Points
Intent to Perform Contract with own Workforce (MB-3)				N/A		N/A		N/A		N/A

RIVERS AND ASSOCIATES, INC.
BID TABULATION SHEET

OWNER: Warren County Board of Commissioners
 PROJECT: Soul City Pump Station Improvements
 LOCATION: Warren County Memorial Library
 BIDS OPENED: Tuesday, June, 30, 2009 @ 2:00 PM

CONTRACTOR ADDRESS		T.A. Loving Company 400 Patetown Road Goldsboro, NC 27533 325 / 5%		Hendrix-Barnhill Co., Inc. 1819 Progress Road Greenville, NC 27834 4883 / 5%		Ellington Contractors, Inc. * 5110 Union Drive Wake Forest, NC 27587 47822 / 5%	
ITEM NO.	QTY. UNIT DESCRIPTION	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
PART A - FORCE MAIN DISCHARGE RELOCATION:							
1.	1,981 LF 14" DIP Force Main	<u>\$45.00</u>	<u>\$89,145.00</u>	<u>\$46.00</u>	<u>\$91,126.00</u>	<u>\$37.45</u>	<u>\$74,188.45</u>
2.	65 LF 30" Steel Casing (Jack & Bore)	<u>\$225.00</u>	<u>\$14,625.00</u>	<u>\$215.00</u>	<u>\$13,975.00</u>	<u>\$180.00</u>	<u>\$11,700.00</u>
3.	1 EA Automatic Air/Vacuum Valve & Vault	<u>\$4,000.00</u>	<u>\$4,000.00</u>	<u>\$5,100.00</u>	<u>\$5,100.00</u>	<u>\$3,600.00</u>	<u>\$3,600.00</u>
4.	1 EA Tie into Existing 14" Sewer Force Main	<u>\$2,500.00</u>	<u>\$2,500.00</u>	<u>\$8,200.00</u>	<u>\$8,200.00</u>	<u>\$3,765.00</u>	<u>\$3,765.00</u>
5.	1 EA 5-ft. Diameter Doghouse Manhole (8'-10')	<u>\$4,500.00</u>	<u>\$4,500.00</u>	<u>\$3,400.00</u>	<u>\$3,400.00</u>	<u>\$4,245.00</u>	<u>\$4,245.00</u>
6.	500 LB Miscellaneous Ductile Iron Fittings	<u>\$3.00</u>	<u>\$1,500.00</u>	<u>\$4.00</u>	<u>\$2,000.00</u>	<u>\$12.00</u>	<u>\$6,000.00</u>
7.	200 LF Asphalt Pavement Replacement	<u>\$40.00</u>	<u>\$8,000.00</u>	<u>\$37.25</u>	<u>\$7,450.00</u>	<u>\$32.00</u>	<u>\$6,400.00</u>
8.	40 LF Concrete Curb & Gutter Replacement	<u>\$35.00</u>	<u>\$1,400.00</u>	<u>\$32.25</u>	<u>\$1,290.00</u>	<u>\$47.00</u>	<u>\$1,880.00</u>
9.	50 LF ABC Stone in Driveways	<u>\$10.00</u>	<u>\$500.00</u>	<u>\$10.00</u>	<u>\$500.00</u>	<u>\$53.00</u>	<u>\$2,650.00</u>
10.	200 CY Rock Excavation	<u>\$100.00</u>	<u>\$20,000.00</u>	<u>\$132.00</u>	<u>\$26,400.00</u>	<u>\$75.00</u>	<u>\$15,000.00</u>
11.	35 CY Select Backfill	<u>\$25.00</u>	<u>\$875.00</u>	<u>\$18.00</u>	<u>\$630.00</u>	<u>\$25.00</u>	<u>\$875.00</u>
12.	30 CY Stabilization Stone	<u>\$35.00</u>	<u>\$1,050.00</u>	<u>\$33.50</u>	<u>\$1,005.00</u>	<u>\$50.00</u>	<u>\$1,500.00</u>
13.	100 LF Silt Fence	<u>\$5.00</u>	<u>\$500.00</u>	<u>\$2.75</u>	<u>\$275.00</u>	<u>\$4.00</u>	<u>\$400.00</u>
14.	5 EA Rock Silt Check Dam	<u>\$200.00</u>	<u>\$1,000.00</u>	<u>\$205.00</u>	<u>\$1,025.00</u>	<u>\$250.00</u>	<u>\$1,250.00</u>
15.	400 SY Matting for Erosion Control	<u>\$5.00</u>	<u>\$2,000.00</u>	<u>\$4.50</u>	<u>\$1,800.00</u>	<u>\$3.00</u>	<u>\$1,200.00</u>
16.	1 LS Sewer Vent on Pole		<u>\$2,500.00</u>		<u>\$3,600.00</u>		<u>\$1,450.00</u>
17.	1 LS Testing Allowance		<u>\$2,000.00</u>		<u>\$2,000.00</u>		<u>\$2,000.00</u>
18.	1 LS Allowance for Support of Power/Utility Poles		<u>\$2,500.00</u>		<u>\$2,500.00</u>		Not Submitted *
SUBTOTAL PART A			\$158,595.00		\$172,276.00		\$138,103.45

RIVERS AND ASSOCIATES, INC.
BID TABULATION SHEET

CONTRACTOR ADDRESS		T.A. Loving Company 400 Patetown Road Goldsboro, NC 27533 325 / 5%		Hendrix-Barnhill Co., Inc. 1819 Progress Road Greenville, NC 27834 4883 / 5%		Ellington Contractors, Inc. 5110 Unicon Drive Wake Forest, NC 27587 47822 / 5%	
LIC#/BID BOND							
ITEM NO.	QTY.	UNIT	DESCRIPTION	UNIT PRICE	COST	UNIT PRICE	COST
<u>PART B - PUMP STATION IMPROVEMENTS:</u>							
1.	1	LS	Install Reconditioned Pumps & Motors A LUMP SUM OF:		<u>\$30,000.00</u>		<u>\$24,000.00</u>
2.	1	LS	Replace Pump Discharge Check Valves A LUMP SUM OF:		<u>\$6,500.00</u>		<u>\$10,100.00</u>
3.	1	LS	Replace Manually Actuated Slide Gates in Junction Box A LUMP SUM OF:		<u>\$15,000.00</u>		<u>\$18,900.00</u>
4.	1	LS	Replace Aeration Basin Isolation Plug Valves A LUMP SUM OF:		<u>\$15,000.00</u>		<u>\$11,600.00</u>
5.	1	LS	Paint Reconditioned Pumps & Motors and Suction & Discharge Piping A LUMP SUM OF:		<u>\$5,000.00</u>		<u>\$3,950.00</u>
6.	1	LS	Base Electrical Upgrades A LUMP SUM OF:		<u>\$78,500.00</u>		<u>\$99,850.00</u>
SUBTOTAL PART B					\$150,000.00		\$168,400.00
TOTAL BASE BID (A + B)					\$308,595.00		\$340,676.00
<u>ADD ALTERNATES</u>							
A.	1	LS	Mechanical Bar Screen and Associated Electrical A LUMP SUM OF:		<u>\$137,500.00</u>		<u>\$170,750.00</u>
B.	1	LS	Replace Floating Aerators and Associated Electrical A LUMP SUM OF:		<u>\$31,500.00</u>		<u>\$70,250.00</u>
C.	1	LS	Replace Windows in Pump Station Building A LUMP SUM OF:		<u>\$5,500.00</u>		<u>\$9,800.00</u>
D.	1	LS	Clear and Grub Force Main Right of Way A LUMP SUM OF:		<u>\$5,000.00</u>		<u>\$13,800.00</u>
<u>ELECTRICAL CONSTRUCTION</u>				T.A. Loving Company		Wilson Rhodes Electrical Contr.	
<u>LISTING OF EQUIPMENT</u>				Manufacturer	Model No.	Manufacturer	Model No.
1. Mechanical Bar Screen				Schloss	Mark XI-A	SchlossEng.Equip.	Mark XI-A
2. Floating Aerator				Aqua	AER-AS0750-30 S/S	Aqua Turbo Sys.	AER-AS 0750-30 S/S
Total Value of Minority Business Contracting (MB-1)					\$6,500.00	\$62,000.00(BaseBid)/\$41650.00(Alt)	\$55,000.00
Listing of Good Faith Efforts (MB-2)					70 Points	70 Points	75 Points
Intent to Perform Contract with own Workforce (MB-3)					N/A	N/A	N/A

Meeting Date: July 6, 2009

Agenda Item # 10-F

**SUBJECT: Award Bid for Community Development Block Grant
Infrastructure Water Hook-Up**

REQUESTED BY:

SUMMARY: Bids have been received per attached for above referenced project. It is recommended by Kerr Tar CDBG Coordinator to award bids for four houses to Watkins Plumbing for reasons explained on attached bid sheet. Chairman of the Board and/or County Manager to sign related documentation. If Watkins fails to enter into a binding contract, award bid to Loyd Plumbing \$9,074.88.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

The first call for bids for the 2008 CDBG Water Hook-up program has been advertised. The contractors were asked to first give a bid for hook-ups for each of four houses and then give a bid for hook-ups for the combined four houses. Six bids were received. The following bids were received.

Pending verification of licensing and insurance, it is recommended that the bid(s) be awarded in the following manner. The bid instructions and documents require that a \$950 tap needed for each hook-up be included in each bid. The three lowest bidders did not include the \$950 tap in their bids. If the bid were awarded to any of these bidders, they would be unable to perform the work for the price they have put forth.

COUNTY:		BID TABULATION			
PROJECT NAME: WATER HOOK-UP					
DATE	ADDRESS	ADDRESS	ADDRESS	ADDRESS	COMBI NED
06-30-2009					
STAFF ESTIMATE					
CONTRACTOR/COMPANY NAME	BID AMOUNT	BID AMOUNT	BID AMOUNT	BID AMOUNT	BID AMOU NT
RK & B Plumbing	\$630.59	\$775.95	\$525.97	\$475.40	2407.91*
Mustian's Plumbing	\$980.00	\$1,172.00	\$773.00	\$665.00	\$3,590.00
Loyd Plumbing	\$2,529.17	\$2,306.17	\$2,212.37	\$2,027.17	\$9,074.88
Mosley's Plumbing	\$1,224.50	\$1,250.00	\$908.00	\$896.00	\$4,278.50
Elmer A. Deal & Son	\$5,096.03	\$4,795.58	\$4,065.08	\$4,022.02	\$17,978.7 1
Watkins Plumbing	\$1,865.50	\$1,958.00	\$1,738.40	\$1,706.00	\$7,267.90

The three remaining bidders did include the required tap in their bids. Any of the three could perform the work for the amount they have put forth and can enter into a contract for their bid amount. Therefore, the lowest responsible bid was placed by Watkins Plumbing.

It is recommended that the award be made to Watkins Plumbing. If for some reason Watkins fails to enter into a binding contract, the second lowest responsible bid was placed by Loyd Plumbing and would be in line for contract award.

Meeting Date: July 6, 2009

Agenda Item # 11-A

SUBJECT: FY 2009-2010 Local Salary Plan Reporting Packet

REQUESTED BY: Elgin Lane, Human Resources Manager

SUMMARY: 2009-2010 Salary Plan Reporting Form and authorize Chairman of the Board to sign same.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend Approval

NOTES:

**Office of State Personnel
2009-2010 Salary Plan Reporting Form**

Name of Jurisdiction Warren County
 Name of Individual Completing Form Ms. Elgin J. Lane
 Title Human Resources Manager
 Phone Number (252) 257-7132
 E-mail Address of Pay Plan Contact Person elane@co.warren.nc.us
 Effective Date of Pay Plan 1. 7/1/09
 Amount of Increase in Schedule 2. Did not receive increase effective 7/1/09
 Amount of Increase given to Employees 3. Did not receive increase effective 7/1/09

Agencies covered by this salary plan: Social Services Total # DSS Positions 63
 Public Health Total # PH Positions 47
 Mental Health Total # MH Positions

With the exception of employees in trainee status, the salaries of all SPA employees must be between the minimum and the maximum of the assigned range, not including the HR. Does your jurisdiction meet this requirement? Yes No
 If "No", please explain. _____

Are the salaries of all employees in trainee status below the minimum rate for the full class? Yes No
 Has your Area, District Board, or Board of Commissioners approved the plan? Yes No
 Do all pay rates reflected on your salary schedule meet the State minimum wage of \$6.55? Yes No
 Have you attached a copy of your approved salary schedule? Yes No

You must answer "Yes" to questions 6, 7, 8 and 9, before submitting your form.

2009-2010 LOCAL SALARY PLAN

Use the salary grade you have assigned your jurisdiction's SPA classes in the block label "County Grade." Only those classes in use, or which you anticipate needing this fiscal year should be included.

Use verify that the required pay grade relationships have been maintained within Occupational Groupings. This can be done by subtracting the number in the State SG column from the number in the County SG column. Enter the difference between the salary grades in the "Rel Dif" column: numbers in the "Rel Dif" column must be identical for each class you are reporting within the occupational grouping. The separate occupational groups are differentiated by bold lines. Use the "Rel Dif" column to identify classes having required relationships.

2009-2010 Salary Plan Reporting Form

The following sections should be completed, listing salary grades (or minimum salary rates) assigned to your **County Social Services, Local Health and Area Mental Health Directors**, and **Human Services Deputy Director** positions:

Social Services Jurisdictions

10. Title of the highest level class supervised by County Social Services Director, excluding Human Services Deputy Director and the Attorney series: Social Work Supervisor III
11. Grade of highest level supervised 29 12. Minimum Rate \$47,273
13. Grade of County Social Services Director (if app) 34 14. Minimum Rate \$60,333
15. Subtract line 12 from line 14. 13,060 16. Divide by line 12. 28%
17. Is the resulting answer between 20% and 60% (X) Yes () No
You must answer "Yes" to question 17 before submitting your form.

Single and Multi-County District Health Jurisdictions

18. Title of the highest level class supervised by Local Health Director, excluding Physicians, Physician Extenders, Pharmacists, Dentists and Human Services Deputy Director: Public Health Nurse Director I
19. Grade of highest level supervised 30 20. Minimum Rate \$49,636
21. Grade of Local Health Director (if app) 34 22. Minimum Rate \$60,333
23. Subtract line 20 from line 22. \$10,697 24. Divide by line 20. 22%
25. Is the resulting answer between 20% and 60% (X) Yes () No
You must answer "Yes" to question 25 before submitting your form.

Single and Multi-County Area Mental Health Jurisdictions N/A

26. Title of the highest level class supervised by Dir. of MH, excluding Physicians, Physician Extenders, Pharmacists and Human Services Deputy Director. (Jurisdictions have the option of also excluding Psychology classes for which a Ph.D. in Psychology is required):
27. Grade of highest level supervised _____ 28. Minimum Rate _____
29. Grade of Mental Health Director (if app) _____ 30. Minimum Rate _____
31. Subtract line 28 from line 30. _____ 32. Divide by line 28. _____%
33. Is the resulting answer between 20% and 60% () Yes () No

Social Services, Public Health and Area Mental Health Jurisdictions: N/A

34. Title of the Director class under which Human Services Deputy Director serves:
35. Grade of highest level supervised by Director _____ 36. Minimum Rate _____
37. Grade of Human Services Deputy Director _____ 38. Minimum Rate _____
39. Subtract line 36 from line 38. _____ 40. Divide by line 36. _____%
41. Is the resulting answer between 10% and 40% () Yes () No
You must answer "Yes" to question 41 before submitting your form.

CERTIFICATION OF SALARY PLAN

Single Reporting Jurisdictions

I hereby certify that the attached salary plan submitted for Warren County, is complete and compliant with all the relevant provisions in NCGS 126, the State Personnel Act. Furthermore, the salary plan was completed in accordance with the instructions that have been provided and is deemed accurate at the time of submission. I further certify that I am the authorized official. (Electronic signatures are acceptable.)

Signature of Authorized Official _____

Title _____ Date _____

Multi-County Area Mental Health AND District Health Jurisdictions N/A

42. Does your pay plan exceed the highest paying member county in your Area? () Yes () No

43. If "yes", have you received authorization from all counties in the area to exceed? () Yes () No

You must answer "Yes" to question 43 before submitting your form.

If you answered "No" to question 42, please complete as follows: I hereby certify that the attached salary plan submitted for _____ Area Mental Health or District Health, is complete and compliant with all the relevant provisions in NCGS 126, the State Personnel Act. Furthermore, the salary plan was completed in accordance with the instructions that have been provided and is deemed accurate at the time of submission. (Electronic signatures are acceptable.)

Signature _____

Title _____ Date _____

If you answered "Yes" to questions 42 and 43, please complete as follows: We, the Area Mental Health or District Health Board Chairperson, and the Chairperson of the Board of County Commissioners of each member county; or the County Commissioner Representative on the Area Mental Health or District Health Board (acting on behalf of their respective Boards of County Commissioners in authorizing that the Area pay plan may exceed that of the highest paying county); hereby certify that the attached salary plan submitted for _____ Area Mental Health or District Health is complete and compliant with all the relevant provisions in NCGS 126, the State Personnel Act. Furthermore, the salary plan was completed in accordance with the instructions that have been provided and is deemed accurate at the time of submission. (Electronic signatures are acceptable.)

Jurisdiction _____ County _____

Signature _____ Signature _____

Title Area Board Chairperson Title _____

Date _____ Date _____

County _____ County _____

Signature _____ Signature _____

Title _____ Title _____

Date _____ Date _____

County _____

Signature _____

Title _____

Date _____

County _____

Signature _____

Title _____

Date _____

County _____

Signature _____

Title _____

Date _____

County _____

Signature _____

Title _____

Date _____

If you need assistance, please contact your assigned HR Partner (see LG Contacts Listing on OSP website).

PLEASE E-MAIL THIS COMPLETED REPORTING FORM WITH ELECTRONIC SIGNATURES BY JULY 1, 2009 , TO:

E-Mail: localsalary.plans@osp.nc.gov

Early submission of salary plan reports will be appreciated.



Meeting Date: July 6, 2009

Agenda Item # 11-B

SUBJECT: FY 2009-2010 Local Salary Plan Reporting Packet

REQUESTED BY: Elgin Lane, Human Resources Manager

SUMMARY: 2009-2010 Local Pay Plan with Class Titles

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend Approval

NOTES:

**2009-2010 Local Pay Plan with
Class Titles was provided in a
separate e-mail.**



Meeting Date: July 6, 2009

Agenda Item # 11-C

SUBJECT: FY 2009-2010 Local Salary Plan Reporting Packet

REQUESTED BY: Elgin Lane, Human Resources Manager

SUMMARY: Job Classification Schedule Effective July 1, 2009

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend Approval

NOTES:

**Warren County
Job Classification Schedule
Effective July 1, 2009**

NOTE: Positions with * are subject to the State Personnel Act

Grade	Salary Range			Job Title	OSP Code
	Minimum	Midpoint	Maximum		
1	12,058	15,704	19,350		
2	12,661	16,490	20,318		
3	13,296	17,315	21,334		
4	13,960	18,182	22,403		
5	14,658	19,089	23,520		
6	15,391	20,043	24,696		
7	16,160	21,045	25,930		
8	16,968	22,098	27,227		
9	17,817	23,204	28,591		
10	18,708	24,363	30,019	Housekeeper Human Resources Aide*	5345
11	19,643	25,582	31,521	Animal Shelter Attendant General Utility Worker* Office Assistant (General County) Office Assistant III (OSSOG Level 57)* Processing Assistant III (OSSOG Level 57)*	6514 403 440
12	20,624	26,860	33,097	Community Health Assistant* Floor Maintenance Worker	5346
13	21,657	28,204	34,752	Accounting Clerk Accounting Clerk IV (OSSOG Level 59)* Administrative Assistant I Deputy Register of Deeds Office Assistant IV (OSSOG Level 59)* Processing Assistant IV (OSSOG Level 59)*	470 404 441
14	22,739	29,613	36,487	Building and Grounds Maintenance Worker I Community Health Technician* Deputy Elections Director Deputy Tax Assessor Deputy Tax Collector Foreign Language Interpreter Library Aide Rehabilitation Therapist* Revaluation Clerk Weightmaster	5347 5153
15	23,876	31,095	38,314	Accounting Technician (General County) Administrative Assistant II Animal Control Officer I Assistant Register of Deeds Library Clerk Nutrition Site Manager Recreation Maintenance Specialist Telecommunicator Utilities Customer Service Specialist Utility Service Technician Youth Services Program Assistant	

16	25,070	32,649	40,229	Computer Support Technician I* Detention Officer Detention Transportation Officer Emergency Medical Technician - Basic Housekeeping Supervisor Human Resources Placement Specialist Income Maintenance Caseworker I* Recreation Assistant Recreation Coordinator Senior Center Activity Coordinator Solid Waste Operator	2296 9910
17	26,324	34,282	42,241	Accounting Specialist Administrative Assistant I* Chief Telecommunicator Child Support Officer Practical Nurse II* Senior Administrative Assistant Veterinary Technician/Program Coordinator	1601 5328
18	27,639	35,996	44,354	Accounting Technician IV* Animal Control Officer II Building & Grounds Maintenance Worker II Chore Service Supervisor II* Delinquent Tax Specialist Emergency Medical Technician - Intermediate Income Maintenance Caseworker II* Income Maintenance Investigator I* Library Computer Lab Technician Library Technical Assistant Nutritionist I* Public Health Educator I* Real Property Appraiser Utility Crew Leader	129 9952 9911 9996 5241 2961
19	29,022	37,797	46,572	Administrative Assistant II* Building & Grounds Maintenance Supervisor I Deputy Sheriff Detention Sergeant Medical Laboratory Technician II* SEMAA Parent Coordinator Social Worker I* Solid Waste Supervisor Utility Office Coordinator	 4612 4011
20	30,474	39,688	48,902	Accounting Manager Code Enforcement Officer Code Enforcement Officer/Planning Technician Emergency Medical Technician - Paramedic Income Maintenance Caseworker III* Soil and Water District Technician Veterans Administrator	 9995
21	31,997	41,671	51,346	Administrative Officer I* Assistant Detention Center Administrator Deputy Sheriff Investigator Deputy Sheriff Sergeant Executive Assistant Nutritionist II* Tax Collection Supervisor	1605 5242

22	33,597	43,755	53,913	Deputy Sheriff Sergeant/Detective Elections Director Emergency Medical Technician Supervisor Human Services Coordinator II* Income Maintenance Supervisor II* Public Health Educator II* Senior Center Director	4054 9999 2962
23	35,277	45,943	56,610	Building & Grounds Maintenance Supervisor II Clerk to the Board Computer Systems Administrator I* Daycare Services Coordinator I* Deputy Sheriff Lieutenant Detention Center Administrator Public Health Nurse I* Social Worker II* Utilities Superintendent/ORC	2268 9856 5007 4012
24	37,041	48,241	59,442	Administrative Officer II* Animal Control Director E-911 Coordinator Environmental Health Specialist* Planner/Zoning Officer SEMAA AEL Coordinator Soil and Water Conservation Director	1606 5356
25	38,893	50,652	62,412	Code Enforcement Administrator Deputy Sheriff Captain Emergency Medical Services Coordinator Parks and Recreation Director Public Health Nurse II* SEMAA Director Social Worker III* Youth Services Program Director	5014 4033
26	40,838	53,185	65,532	Public Health Educator III* Public Health Nurse III* Social Work Supervisor II* Social Worker Investigative/Assessment & Treatment*	5016 4016 35074
27	42,878	55,843	68,808	Environmental Health Supervisor I* Public Health Nurse Supervisor I* Register of Deeds	5676 5038
28	45,024	58,636	72,248	IT/GIS Administrator	
29	47,273	61,566	75,859	Economic Development Director Emergency Services Director/Fire Marshall Human Resources Manager Library Director Planning/Zoning Administrator Public Health Nurse Supervisor II* Social Work Supervisor III*	5039 4085
30	49,636	64,644	79,652	Building & Grounds Maintenance Manager Public Health Nurse Director I* Public Utilities Director Public Works Director	5087
31	52,118	67,876	83,634	Tax Administrator	
32	54,724	71,270	87,816	Finance Director Sheriff	

33	57,461	74,835	92,208		
34	60,333	78,574	96,816	Director of Social Services* Local Health Director*	9929 9928
35	63,350	82,504	101,657		
36	66,518	86,629	106,741	County Manager	
37	69,843	90,961	112,078		

Meeting Date: July 6, 2009

Agenda Item # 12

SUBJECT: Animal Control Contract to Euthanize Animals

REQUESTED BY: Animal Control

SUMMARY: Contract between Dr. Davelyn Fitzsimmons Rednour, DVM and Warren County

for the provision of euthanasia services is presented for Board's approval. Authorize Chairman of the Board to sign. Funds are appropriated in the FY 2010 budget to accommodate these contracted services.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend Approval

NOTES:

**STATE OF NORTH CAROLINA
COUNTY OF WARREN
CONTRACT FOR SERVICES**

This **CONTRACT**, made this the 1st day of July, 2009, is by and between Warren County, North Carolina, a body politic and corporate ("County"), and Dr. Davelyn Fitzsimmons Rednour, DVM ("Contractor").

WITNESSETH:

WHEREAS, County has responsibilities under the laws of North Carolina and other directives to control dogs, cats and other animals and to promote health, welfare and safety of humans and animals; and

WHEREAS, County has obligated itself, pursuant to its Animal Control Ordinance, to operate and maintain a County Animal Shelter; and

WHEREAS, County recognizes the "lethal injection" methodology is an acceptable and humane method for the euthanasia of animals and wishes to contract for said service.

NOW, THEREFORE, in consideration of the mutual promises contained herein, County and Contractor agree as follows:

•**Purpose**. Contract for services to euthanize by lethal injection animals impounded at the County Animal Shelter.

•**Responsibility of Contractor**. Contractor shall provide for the euthanasia of animals impounded by the County in a safe, sanitary and humane manner. It shall be the duty of the Contractor to:

1. Purchase all necessary drugs, sedatives, etc., in conjunction with the euthanasia of animals;
2. Provide said service on an as-needed basis with minimum two (2) hours per site visit.

•**County Responsibility.** In exchange for services outlined herein above, County shall:

1. Pay the Contractor at the rate of \$50.00/hr and reimburse at actual cost the drugs used during the euthanasia process.

2. Maintain all records on length of stay and disposition of animals.

•**Term, Termination and Renewal.** This Contract is for the period of July 1, 2009, through June 30, 2010. This Contract may be terminated on ninety days (90) written notice by either party. The obligations of County and Contractor in this contract are all deemed covenants. A breach of any covenant in this Contract shall make this Contract immediately terminable at the option of the non-breaching party. The Contract may be renewed annually for July 1 through June 30 fiscal years by action of the Board of Commissioners and agreement by the Contractor.

•**Liability.** The Contractor shall indemnify and save harmless the County from any liability resulting from negligence of the Contractor in the performance of services under this Contract.

In witness whereof, the parties hereunto have caused this agreement to be executed in their respective names the day and year first above written.

ATTEST:

WARREN COUNTY BOARD OF COMMISSIONERS

Clerk to the Board

Barry Richardson, Chairman

WITNESS:

CONTRACTOR

This instrument has been pre-audited in the manner
Required by the Local Government Budget & Fiscal
Control Act.

Dr. Davelyn Fitzsimmons Rednour, DVM

Barry Mayo, Finance Director

Date

Meeting Date: July 6, 2009

Agenda Item # 13

SUBJECT: Report on Grant Applications Submitted

REQUESTED BY:

SUMMARY: FOR BOARD INFORMATION ONLY, THERE IS NO COUNTY MATCH REQUIRED.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



Halifax Helps, Inc.

Grant submitted by Memorial Library

Halifax Helps Inc.

P. O. Box 545
208 W. Whitfield Street
Enfield, NC 27823
(252) 445-5111

Grant Application

Instructions for completing application.

- (1) Please type application, if possible.
- (2) **Individuals** complete Sections A, C, D, and E.
- (3) **Organizations** complete Sections A, B, C, D, and E.
- (4) If you are requesting funds to purchase a specific item, please include a cost estimate and/or quote in addition to a detailed description of the item.
- (5) Mail your completed application to: **Julia Allsbrook,**
Halifax Helps Inc.
P. O. Box 545,
Enfield, NC 27823-0545.

Application for Grant

A. PROFILE INFORMATION

Name of Organization/Individual Warren County Memorial Library
119 South Front St. (Address)
Warrenton (City) NC (State) 27589 (Zip Code)
Contact Person Dr. Sue Loper (Name) Library Director (Title)
Telephone Number 252-257-4990, x100 (Work) 252-438-6912 (Home)
Fax Number 252-257-4089 Email Address lsloper@gmail.com

The grant request is for: Individual Group Community

B. ORGANIZATION INFORMATION

Organization is For Profit Non-Profit 501(c)(3) _____ (Tax ID Number)

Purpose of the Organization

Provide library materials and services to Warren
County.

Number of individuals, families or groups served annually 2007-2008 44,532

Geographic area served by the organization

Warren County and contiguous counties

Does organization utilize volunteers?

Yes No

Explain:

Volunteers help with Special Collection, genealogy reference, processing books and AV, summer reading, programming, special events, exhibits

Does your organization have a governing body?

Yes No

C. PROJECT DESCRIPTION

Please check the appropriate category:

Economic Development Education Emergency Response

Energy Efficiency Environment Other

Project Title/Item Requested "New Harmonies: American Roots Music."
Smithsonian Traveling Exhibit Activities

Describe the project and tell what specifically the money will be used for:

Warren County Memorial Library has been chosen as one of six locations in NC to host a Smithsonian exhibit related to American Roots Music. Musical events will be scheduled for each month. Scholar-led programs from the Humanities Council and film series discussion will also take place. Funding would be used to pay performers.

Geographic area or individual's address to be served by project:

This project will have a service area from Richmond, VA to Raleigh - Durham - Chapel Hill and from Mt. Airy to Elizabeth City.

Project Start Date September 1, 2009 Project End Date August 31, 2010

Who will benefit from the project or grant?

Anyone with an interest in music, performance, merchants, institutions, organizations, corporations will benefit through increases in tourism, revenue, community building and appreciation for the musical and cultural history of the area.

D. GRANT REQUEST

Amount Needed for Total Project (Required) \$ 55,000

What is the minimum amount of funding needed to implement the project? \$ 55,000

Amount Requested from Halifax Helps (Required) \$ 10,000

Check One:

Estimated cost for item to be purchased \$ NA

Proposed budget for program(s) to be implemented (Budget Attached) \$ 10 events @ \$1000 each

When funding is needed September, 2009 is this a one-time project? Yes No

Within what time frame will grant funds be spent? 3 months 6 months 9 months

1 year More than a year

If more than a year, explain NA

Will this project continue without additional funding? Yes No

If yes, explain Program offerings will be curtailed, but some will still occur.

Will these funds, if awarded, be used to leverage other funds? Yes No

Has your organization or individual previously received a grant from Halifax Helps? Yes No

If yes, give date(s) and amount(s) of grants received.

If individual or organization has previously received a grant from Halifax Helps, please attach an activity sheet detailing how the grant money was used. Is sheet attached?

Yes No
NA

Other sources of funding for the project:

NC Arts - Grassroots funds through WCAC	\$ 10,000
NC Gov. Grant	\$ 2,500
WC Community Foundation	500
NC Humanities Council	\$ 20,000
Local Associations	500
Revenue from CD Sales	\$ 500

E. CERTIFICATION

In submitting this application the applicant agrees that it will spend funds solely for the purposes stated in the application and will refund any unexpended portion of such funds, if any. *The applicant will provide a final summary, in writing, at the end of the project to the Halifax Helps Board of Directors.*

Warren County Memorial Library / Dr. Joe Lopez
Name of Organization/Individual

Dr. Joe Lopez
Authorized Signature

6/4/09
Date

Library Director
Title

ADDITIONAL SIGNATURES

(Organizations only!) A minimum of three additional signatures from the governing body is required.

Name _____ Title _____

Address _____ City _____ State _____ Zip _____

Name Julia J. Wott Title County Manager

Address P.O. Box 619 City Warrenton State NC Zip 27589

Name _____ Title _____

Address _____ City _____ State _____ Zip _____

Halifax Helps Inc Information and Guidelines

(Established October 2008)

Halifax Helps Inc receives its funding through Operation Round UP[®] at Halifax Electric Membership Corporation. The funds are used to provide grants to charitable organizations inside or immediately outside* Halifax EMC's service area provided the organizations serve members of Halifax EMC or to individuals in the Halifax EMC service area.

**For example, a school or hospital, not in Halifax EMC's service area, may have a significant number of Halifax EMC's customers benefiting from its service.*

Please use the following as a guide:

- Must be for *charitable or nonprofit requests only*. Charitable status or a 501(c)(3) letter is not required, but applicant must affirm the funds will be used for the purpose requested.
- The maximum amount of grants awarded in a calendar year to individuals is \$5,000 or to organizations is \$10,000.
- Only one application per project or event will be accepted from any entity during a calendar year. (*A calendar year being January 1 through December 31*).

Funding Parameters

Halifax Helps Inc **will** accept applications to fund activities to promote or enhance, but not limited to, the following areas:

- Economic Development
- Education
- Emergency Response
- Energy Efficiency
- Environment

Halifax Helps Inc **will not** accept applications to fund the following:

- General operating, tax or payroll expenses
- Political causes or lobbying
- Advertising
- Paying individuals' or organizations' utility or any other bills and/or expenses

Application Process

1. To be considered for funding within an application period, applications must be received by Halifax Helps. Deadlines for applications are determined by Halifax Helps and are subject to change.
2. All applications must include details of how the funds will be used. For example "to purchase 200 books for the summer reading program" is acceptable detail, while "expenses for the summer reading program" is unacceptable. Requests for additional information may be made as needed.
3. Halifax Helps will notify all applicants as to the status of their requests and forward payment for approved grants in a timely manner after applications reviews.



**North Carolina Department of Juvenile Justice and Delinquency Prevention
Community-Based Youth Gang Violence Prevention Application**
(Submit one (1) application with original signatures and five (5) additional copies of the signed application.)

JCPC Community Based Gang Assessment Grant for \$25,000 (2 years)

Funding Period:	FY 2009-2010	County(s):	Warren
-----------------	--------------	------------	--------

JCPC Contact Person

Name:	Charles Walton	Title:	JCPC Chairperson
E-mail:	charles.walton@ncmail.net		
Mailing Address:	307 N. Main Street		
Phone:	(252) 257 - 5024	Fax:	(252) 257 - 4656

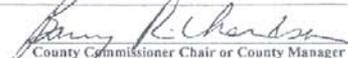
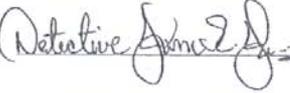
County Finance Officer

Name:	Barry Mayo	Title:	Finance Director
E-mail:	brmayo@co.warren.nc.us		
Mailing Address:	Post Office Box 185, Warrenton NC 27589		
Phone:	(252) 257-1778	Fax:	(252) 257-6523

Please choose one (1) of the priorities listed below.

Priority A.	Gang Assessment Only:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Priority B.	Evidence-Based Programs/Practices Only:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Priority C.	Gang Assessment and Evidence-Based Programs/Practices:	<input type="checkbox"/> Yes <input type="checkbox"/> No

Required Signatures

	6/24/2009		
Juvenile Crime Prevention Council Chair	Date	County Commissioner Chair or County Manager	Date
	6/24/09		
Program Manager Signature(s) Below	Date		Date
	Date		Date
	Date		Date
	Date		Date

1. Limit your response to this page.

All applicants are required to utilize the *Application Resources* section (pages 6 - 8) of the Request for Proposals when completing this application to be considered for funding.

Has a gang assessment been conducted within the last three (3) years in your county? Yes No

If yes, please attach a copy of the assessment and briefly describe the findings identified in the assessment.

Survey has been conducted by Detective James Jones of the Warren County Sheriff's Office, which focused on high school students attending Warren County Public Schools, Norlina Christian Private School and Haliwa-Saponi Charter School. Purpose of the survey was to assess the risks of gang exposure and issues in Warren County.

Survey results, per attached, indicates that there is estimated to be ten identified gangs in Warren County and that there is enough concern in the various school systems to pursue the assessment in the Warren County community.

2. Limit response to two (2) pages.

All applicants are required to utilize the *Application Resources* section (pages 6 - 8) of the Request for Proposals when completing this application to be considered for funding.

What evidence-based programs or practices related to gang prevention and/or intervention are currently addressing your county's high-risk or gang-involved youth? [If your county is currently implementing one or more of the strategies in the Comprehensive Gang Model, please include the strategies in the description.]

There are no such programs in Warren County addressing gang-involved youth; however, there are programs that address high-risk youth, such as programs sponsored by Youth Services Bureau (YSB): Community Services & Restitution and Guided Growth Programs.

Also mentoring programs are available through the public school system:

S.O.S. (Supporting Our Students)

Governors One-on-One Program

Too Good for Violence

Too Good for Drugs

G.I.R.L.S. (Getting Into Real Life Stuff), and

Distinguished Men.

3. This question should only be completed if applying for Priority A or C.

All applicants are required to utilize the *Application Resources* section (pages 6 - 8) of the Request for Proposals when completing this application to be considered for funding.

Limit response to this page.

If the JCPC is proposing to conduct a community gang assessment, briefly describe the following:

a) The process The Community Gang Assessment will be conducted by distributing surveys throughout the voting townships within the County. The target population will be comprised of all ages and diverse groups to include sex, race and economic variables. There will be youth from the community engaged in the survey composition as follows: website development, distribution of informational flyers and brochures. In addition, pertinent data will be obtained from law enforcement, GangNet, local police, School Crime & Violence Report, and the census bureau.

Results of data collection will be analyzed, interpreted and made available through various media, including: website, brochures, newspaper ads, radio announcements and community awareness programs.

b) Participants to be involved This assessment will involve the collaborative effort from different agencies, which include but are not limited to, Juvenile Crime Prevention Council (JCPC), the school system, law enforcement, faith based groups, mental health, parks & recreation, community organizations and Kerr Tar Regional Council of Governments (COG).

Community members will actively participate by: 1) being involved in one of seven focus groups to be hosted in various locations throughout the County; 2) complete a survey via website, US mail or personal contact; and 3) sixth (6th) to twelfth (12th) grade students in the local school system (public, private & charter) will complete a survey.

c) A timeline for completion The assessment will be completed in a twelve month period

d) Measurable Objectives (no more than five):

Project Objective #1: To conduct gang assessment surveys among diverse populations within Warren County

Performance Measure #1: Individuals participating in the assessment will live within 9 of 12 voting precincts in the county. 1b: The population assessed will represent 75 percent of the county population in race, gender, and economic status.

Project Objective #2: To determine the extent of gang problems in Warren County

Performance Measure #2: Using state and federal criteria, gangs in the county will be rated to determine if there is a "gang presence" or "gang issue" in the county.

Project Objective #3: To determine program needs for the county in an effort to eliminate/reduce gang problems.

Performance Measure #3: Identification of the five major needs based on assessment data collected.

Project Objective #4: To share information gathered during assessment with the community.

Performance Measure #4: Documentation of three presentations; 4b: Development of a local brochure on the results of the gang assessment

Project Objective #5: To implement the Gang Resistance Education and Training (G.R.E.A.T.) in an effort to prevent gang involvement.

Performance Measure #5: 85% of participating students will successfully complete the G.R.E.A.T. program based on G.R.E.A.T. assessment measures by June 2011.

Meeting Date: July 6, 2009

Agenda Item # 14-A

SUBJECT: County Manager

REQUESTED BY:

SUMMARY: Report on Contract Approved by County Manager

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



MEMORANDUM

TO: Warren County Board of Commissioners
FROM: Linda T. Worth, County Manager *LW*
DATE: June 30, 2009
RE: Notice of Proposal Accepted by the Manager

Pursuant to the contracting authority granted to me by the Board of County Commissioners, please be advised that the following proposal for services has been accepted:

National Guard Armory Renovation Project

LVM Engineering
P.O. Box 107
Ebony, VA 23845

A proposal to perform structural engineering services for the design and preparation of plans and specifications for the National Guard Armory Renovation Project was received on June 1, 2009 from LVM Engineering of Ebony, Virginia and accepted on June 8, 2009. Please see attached proposal that outlines the services to be rendered.

The cost associated with this component of the Armory Renovation Project is \$4,025. Funds are budgeted in the National Guard Armory Renovation Project Capital budget for this work.

Attachment

JUNE 1, 2009

LINDA WORTH, WARREN COUNTY MANAGER
WARRENTON, NORTH CAROLINA
C/O KILIAN ENGINEERING
130-B MONTGOMERY STREET
HENDERSON, NC, 27536

Subject: Warren County National Guard Armory located at 501 Hwy 158 BR,
Warrenton, North Carolina.

Ref: (a) Structural Condition Assessment of the Warren County National Guard
Armory prepared by Laurene, Rickher & Sorrell, P.C., Consulting Structural
Engineers, Charlotte, NC, dated May 14, 2009.

Dear Mr. Kilian,

Following is my proposed Scope-of-Work and fee estimate to provide structural
engineering services for the design and preparation of plans & specifications for
repairs to the subject building.

Scope of Work:

Engineering design, to include:

1. Provide design, plans, and specifications for the following items (Refer to section 5.0, reference (a)) :
 - 5.1. Provide support to the assembly hall roof joists at the gable end walls.
 - 5.2. Provide support to the assembly hall roof decking along the gable end walls and provide new decking as required.
 - 5.3. Provide bracing for the gable end walls to the steel roof girders.
2. Provide design, plans, and specifications for structural support of the new HVAC roof top units, RTU's.
3. Recommended option. Evaluate the condition of the floor joists and piers in the crawl space. During a site visit, which I conducted on May 29, I noticed that the down spouts emptied directly to the ground surface adjacent to the exterior walls. Based on this observation and the summary, page 12 of the reference (a) assessment, which addresses water intrusion into the building and water collecting at the base of the structure, I recommend this evaluation to ensure there is no structural damage to the joists, girders or pier foundations due to water infiltration.

JUNE 1, 2009

Subject: Warren County National Guard Armory located at 501 Hwy 158 BR,
Warrenton, North Carolina.

Estimated Fee:

Items 1 & 2. Design and preparation of
plans and specifications. \$3175.00

Item 3. **Option.** Evaluate floor joists, girders and
pier foundations @ crawl space. (option) \$500.00
(Assume crawl space is accessible).

Site visits to determine as-built conditions &
measurements for design, and preparation of
plans and specifications for items 1 & 2, and
evaluation of structural members in crawl space. 10hrs @ \$35.00 \$350.00

Payment schedule:

Deposit @ notice to proceed \$500.00

Submission of 90% Plans & Specs items 1 & 2 (for comment) \$2350.00

Submission of report on Item 3. (if option elected) \$500.00

Final submission: \$675.00

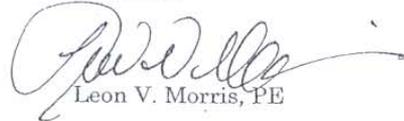
Approved: Linda J. Worth

Date: 6/8/09

Title: County Manager

Please sign and return.

Sincerely,


Leon V. Morris, PE

This instrument has been preaudited in the
manner required by the Local Government Budget
and Fiscal Control Act.



**SHORT FORM OF AGREEMENT
BETWEEN OWNER AND ENGINEER
FOR
PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT June 1, 2009 (“Effective Date”)
effective as of _____ between

Warren County, Warrenton, NC (“Owner”)

and LVM Engineering / L. V. Morris, P.E. (“Engineer”)

Engineer agrees to provide the services (“Project”).
described below: _____

Description of
Engineer’s Services: _____

See attached Scope of Work & Fee estimate

Owner and Engineer further agree as follows:

1.01 Basic Agreement

A. Engineer shall provide, or cause to be provided, the services set forth in this Agreement, and Owner shall pay Engineer for such Services as set forth in Paragraph 9.01.

furnish services in addition to those set forth above at a fee to be negotiated with the owner.

2.01 Payment Procedures:

See attached Scope of Work and Fee estimate.

4.01 Termination

A. The obligation to provide further services under this Agreement may be terminated:

3.01 Additional Services

A. If authorized by Owner, or if required because of changes in the Project, Engineer shall

1. For cause,

a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party.

b. By Engineer:

1) upon seven days written notice if Engineer believes that Engineer is being requested by Owner to furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or

2) upon seven days written notice if the Engineer's services for the Project are delayed or suspended for more than 90 days for reasons beyond Engineer's control.

3) Engineer shall have no liability to Owner on account of such termination.

c. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under paragraph 4.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its failure and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. For convenience, by Owner effective upon the receipt of notice by Engineer.

B. The terminating party under paragraphs 4.01.A.1 or 4.01.A.2 may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Engineer to demobilize personnel and equipment from the Project site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status

of completed and uncompleted tasks, and to assemble Project materials in orderly files.

5.01 Controlling Law

A. This Agreement is to be governed by the law of the state in which the Project is located.

6.01 Successors, Assigns, and Beneficiaries

A. Owner and Engineer each is hereby bound and the partners, successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by paragraph 6.01.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.

B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.

7.01 General Considerations

A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services. Engineer and its consultants may use or rely upon the design services of others, including, but not limited to, contractors, manufacturers, and suppliers.

B. Engineer shall not at any time supervise, direct, or have control over any contractor's work, nor shall Engineer have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected

or used by any contractor, for safety precautions and programs incident to a contractor's work progress, nor for any failure of any contractor to comply with laws and regulations applicable to contractor's work.

C. Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between Owner and such contractor.

D. Engineer shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any contractor's agents or employees or any other persons (except Engineer's own employees) at the Project site or otherwise furnishing or performing any of construction work; or for any decision made on interpretations or clarifications of the construction contract given by Owner without consultation and advice of Engineer.

E. The general conditions for any construction contract documents prepared hereunder are to be the "Standard General Conditions of the Construction Contracts as prepared by the Engineers Joint Contract Documents Committee (No. C-700, 2002 Edition).

F. All design documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed.

G. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and (2) agree that Engineer's total liability to Owner under this Agreement shall be limited the total amount of compensation received by Engineer.

H. The parties acknowledge that Engineer's scope of services does not include any services related to a Hazardous Environmental Condition (the presence of asbestos, PCBs, petroleum, hazardous substances or waste, and radioactive materials). If Engineer or any other party encounters a Hazardous Environmental

Condition, Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until Owner: (i) retains appropriate specialist consultants or contractors to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (ii) warrants that the Site is in full compliance with applicable Laws and Regulations.

8.01 Total Agreement

A. This Agreement (consisting of pages 1 to 4 inclusive together with any expressly incorporated appendix), constitutes the entire agreement between Owner and Engineer and

supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

9.01 Payment; See attached Scope of Work

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

OWNER:

ENGINEER:

By: Julia J. Wood

By: Leon V. Morris

Title: County Manager

Title: Owner

Date Signed: 6/8/09

Date Signed: 6/1/2009

License or Certificate No. and State 023201 North Carolina

Address for giving notices:
Warren County
P.O. Box 619
Warrenton, NC 27589

Address for giving notices:
LVM Engineering
P. O. Box 107
Ebony, VA.

This instrument has been prepared in manner required by the Local Government Du and Fiscal Control Act.



Meeting Date: July 6, 2009

Agenda Item # 14-B

SUBJECT: County Manager's Report

REQUESTED BY:

SUMMARY: Manager's Status Report for June 2009

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



Administration

- Prepared for and attended Board of County Commissioners Regular Meeting (6/1/09)
- Attended E-911 Committee Meeting to receive interim report on fire radio system from RCC, Radio Consultants (6/2/09)
- Attended meeting discussing access to ARRA Stimulus funding (6/3/09)
- Met with Triangle North Warren County delegation to discuss proposed incentive policy (6/3/09)
- Participated in EDC Director Interviews (6/5/09)
- Prepared for and attended Board of County Commissioners Budget Public Hearing (6/8/09)
- Prepared for and attended Board of County Commissioners Budget Work Session (6/9/09)
- Participated in Employment Security Commission Unemployment Benefits Hearing Re: Gail Wells (6/9/09)
- Met with Triangle North Oversight Committee to discuss Management Agreement with RTRP (6/10/09)
- Attended New Harmonies Advisory Committee Meeting to discuss events associated with the travelling Smithsonian Exhibit (6/11/09)
- Met with Chairman of Health Board and HR Manager to discuss vacant Health Director position (6/12/09)
- Attended Courthouse Security Committee meeting (6/15/09)
- Prepared for an attended Armory Renovation Committee Meeting (6/16/09)
- Orientation meeting with new Animal Control Director and Interim Animal Control Director (6/16/09)
- Met with Loretta Pettaway and Public Utilities Staff and others to discuss her request to tap onto sewer line on Manson/Drewry Road (6/16/09)
- Attended Pre-Bid meeting for Soul City Pump Station Improvements Project (6/16/09)
- Prepared for and attended Board of County Commissioners Regular Work Session (6/17/09)
- Met with concerned citizen to discuss issues related to Noise Control Ordinance (6/17/09)
- Met with Town of Warrenton Officials, Macon Robertson, and Julie Reid, of Kerr-Tar COG, to discuss CDBG Infrastructure Grant Application (6/19/09)
- Prepared for and attended Public Hearings and Special Meeting to adopt the FY 2010 Budget Ordinance (6/22/09)
- Attended Kerr-Tar REDC Board Meeting (6/23/09)
- Met with Timmy Baynes and Planning/GIS Staff of Kerr-Tar COG to discuss Housing Study (6/23/09)

- Prepared for and attended Board of County Commissioners Special Meeting with Warren County Legislative Delegation (6/23/09)
- Conducted monthly Department Heads Meeting (6/24/09)
- Conducted VWGF Advisory Board Meeting (6/26/09)
- Attended Bid Opening for Soul City Pump Station Improvements (6/30/09)
- Attended Pre-Bid Conference for National Guard Armory Renovation Project (6/30/09)

Project Updates

Warren County Senior Center

The Board of Commissioners approved the Senior Center becoming a County Department in the FY 2010 budget. We are currently advertising to fill the full-time Senior Center Director and part-time Activities Coordinator positions at the Center. Orientation for the current two staff members (Office Assistant and Nutrition Site Manager) at the Center was conducted by the HR Manager on 6/30/09.

National Guard Armory Renovation Project

The building and site design drawings were finalized at the Armory Renovation Committee Meeting on 6/16/09. The Advertisement and Notice for Bids has run in the newspapers and a mandatory Pre-Bid Conference is scheduled for 6/30/09 for contractors interested in bidding on this renovation project. Bids will be received and opened at the Armory on July 28, 2009 at 2:00 p.m. Barring any unforeseen circumstances, construction is anticipated to take approximately 5-6 months following the issuance of the Notice to Proceed.

Construction/Renovation Projects

Tax Office Renovation Project

An open house for the general public to view the renovated Judicial Building and new Annex was held on Friday, May 29, 2009. It was very well attended. The Buildings and Grounds Maintenance Construction Staff is now finalizing work on space in the Courthouse to house the Veterans Service Office. That work should be completed by July 15th.

Soul City Pump Station Improvements

A bid opening is scheduled for June 30, 2009 at 2:00 p.m. for this project. We are continuing to work through some easement issues with Progress Energy relative to recently constructed utility poles along Ridgeway Street that may need to be moved to complete the necessary improvements to the sewer line.

Other Activities

- Keynote Speaker for the Annual Banquet of the North Carolina Volunteer Firemen's Association Greenville, Wilson and Warrenton Chapters (6/24/09)
- Attended Senior Center Appreciation Luncheon (6/29/09)

July 6, 2009

**Closed Session in accordance with
NC GS 143-318.11(3)
for
Discussion of Personnel Matters**

