

**WARREN COUNTY
BOARD OF COMMISSIONERS**

August 3, 2009

10:00 AM – Regular Meeting

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

10:00 AM
Regular Meeting

Call to Order August 3, 2009
Regular Monthly Meeting
By
Chairman or Designee

“Library Volunteer of the Year Award”
Dr. Sue Loper

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: August 3, 2009

Agenda Item # 4

SUBJECT: Adopt August 3, 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
August 3, 2009 REGULAR MONTHLY MEETING
OF THE WARREN COUNTY BOARD OF COMMISSIONERS
Memorial Library Community Meeting Room
WARRENTON, NORTH CAROLINA**

***“Library Volunteer of the Year Award”
Dr. Sue Loper***

- 1 Call to Order Regular Monthly Meeting – 10:00 am by Chairman
- 2 Moment of Silence
- 3 Citizen Comments
- 4 Adopt August 3, 2009 Suggested Agenda
- 5 Consent Agenda
 - A. Approve Minutes July 6, 2009 - Regular Board 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) - “ “ “ “
6. Finance Office – Barry Mayo
 - A. Resolution Financing EMS Satellite Facilities
 - B. Resolution Financing Former Library Building Renovation
 - C. Resolution Financing Former Mental Health Building Renovation
 - D. Resolution Financing National Guard Armory Renovation

7. Boards/Commission Appointments:
 - A. Inez VFD – Elizabeth W. Reid
 - B. Roanoke-Wildwood VD – Anthony Morgan
 - C. Economic Development Commission – Herbert R. Burrows or Delores B. Burwell
 - D. Board of Elections – S. Shearin, J. Franklin and M. Dieckman
 - E. Library Board of Trustees – M. Clanton, F. Boyd and B. Hunter
8. Operation Santa Claus Project request for Allocation – Caswell Development Center
9. Request for Building Permit Fee Waiver – Loaves & Fishes
10. NC Division of Forestry Annual Appropriation – Robert Neal
11. Change Order # 2 - Ephraim Place Scattered Housing CDBG Project - Cathy Alston-Kearney, WFI
12. 2008 Annual Settlement and Order to Collect Current Years Taxes – Eddie Mitchum
13. Appoint Andy Smith Health Director – Elgin Lane
14. Designate NCACC Voting Delegate
15. Adopt 2010 Warren County Holiday Calendar
16. Emergency Medical Services Vehicle Remount – Chris Wright
 - A. Authorize Remount of 2002 Ford Type III Ambulance
 - B. Declare Vehicle Chassis Surplus and Authorize Auction via GovDeals
17. Award Bid for National Guard Armory Project
18. Schedule Public Hearings:
 - A. Solid Waste Management Plan – Monday, September 14, 2009 at 9:30 am
 - B. Proposed Amendments to Abandoned Manufactured Home Ordinance – Monday, September 14, 2009 at 9:45 am

- 19. Resolution Supporting Application by NC Department of Transportation for Funds Under Recovery and Reinvestment Act to Accelerate the Development of the Southeast high Speed Rail - EDC**
- 20. Personnel Matters – Commissioner Davis**
 - A. Position Change and Salary Adjustment for Grounds Maintenance Personnel**
 - B. Salary Adjustment for Board of Elections**
- 21. Approve NC Department of Health & Human Services Amendment #1 to FY 2010 Child Support Contract # 00179-09**
- 22. County Manager**
 - A. Contracts Approved**
 - B. Status Report for July 2009**

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

Meeting Date: August 3, 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:

July 6, 2009 - Regular Board Meeting

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



July 6, 2009

Regular Board Meeting

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



Meeting Date: August 3, 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 June 2009

FUND	JUNE INCOME	FISCAL YEAR TO - DATE
General	3,822.27	120,023.16
Revaluation	19.89	1,528.54
E 911 Telephone System	331.72	10,432.52
Buck Spring Project	141.98	4,935.02
Recreation Complex (Closed March 09)	0.00	378.21
Ambulance Storage Facility	1.94	2,547.14
Recreation Complex Phase II (Closed March 09)	0.00	487.49
Library Building Project Fund	1.97	6,215.19
Regional Water Enterprise Fund	205.50	6,987.15
District 1 Enterprise Fund	279.11	9,302.12
Solid Waste	118.17	4,841.97
District II Enterprise Fund	246.20	8,579.52
District III Capital Project Fund	117.59	4,208.06
District III Phase II BANS	30.29	601.02
District III Enterprise Fund	83.58	1,817.97
Soul City Pump Station Improvements	1.45	4.21
District II Phase II	4.27	42.12
	5,405.93	182,931.41

Meeting Date: August 3, 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 JUNE 2009**

Current Year Collections

Tax Year			Charge	Collected in JUNE	Collected to Date	Balance Outstanding	Percentage Collected
JUNE	2009	FY 09	\$13,288,518	\$131,287	\$12,598,270	\$690,248	94.81%
JUNE	2008	FY08	\$11,824,740	100,516	11,118,652	706,087	94.03%

Delinquent Collections

2007	\$697,197	\$42,243	\$437,864	\$ 259,333	62.80%
2006	342,045	16,761	146,104	195,941	42.71%
2005	227,525	4,909	72,179	155,345	31.72%
2004	160,273	2,668	35,990	124,283	22.46%
2003	116,933	1,267	16,803	100,130	14.37%
2002	189,758	897	11,295	178,462	5.95%
2001	179,304	661	7,603	171,701	4.24%
2000	102,188	725	5,241	96,947	5.13%
1999	44,361	445	2,507	41,854	5.65%
1998	40,616	267	2,638	37,978	6.49%
Total Delinquent Years	\$ 2,100,200	\$70,843	\$ 738,224	\$ 1,361,976	

Other JUNE Receipts

County Penalties
Landfill User Fees
Municipalities
Fire District Taxes
Advance Taxes

\$27,913	\$ 193,565
\$23,072	\$ 1,109,041
\$ 7,348	\$ 593,084
\$ 9,872	\$ 613,937
\$ 6,128	\$ 27,582

JUNE GRAND TOTAL

\$ 276,463	\$ 15,873,703
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R Edwin Mitchum

R. Edwin Mitchum, Tax Collector Date 07/15/2009

Meeting Date: August 3, 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

8/3/2009

Date: _____

ERROR CORRECTION RELEASES:

WILLIAMS GLORIA	2007 8457 200	B6 3D	26781	\$	278.42	CLERICAL ERROR	12887
WILLIAMS GLORIA	2008 8457 200	B6 3D	26781	\$	273.35	CLERICAL ERROR	12888
		TOTAL		\$	551.77		

MOTOR VEHICLE RELEASES:

TOTAL

SUB-TOTAL ERROR CORRECTIONS:

\$ 551.77

SUB-TOTAL MOTOR VEHICLE RELEASES:

\$ -

TOTAL RELEASES:

\$ 551.77

County Manager approved Tax Releases Under \$100

Under \$100

8/3/2009

Date: *2JW*
7/27/09

ERROR CORRECTION RELEASES:

<u>NAME</u>	<u>Year</u>	<u>ACCT#</u>	<u>MAP #</u>	<u>RECORD</u>	<u>AMOUNT</u>	<u>REASON</u>	<u>Rel #</u>
ADMIRE PROPERTIES OF WARRE	2008	13509 108	E6B 44A	57246	\$ 8.85	CLERICAL ERROR	12864

SUB-TOTAL ERROR CORRECTIONS:

\$ 8.85

MOTOR VEHICLE RELEASES:

BACHE JOYCE RUTH	2008	3926 1748	MXB 3227	79805	\$ 14.40	HIGH MILEAGE	12865
BASKETT SHELIA R	2008	4362 108	VWW 3695	54417	\$ 2.07	SOLD	12866
CARLILES DARYL RAY JR	2008	29732 2627	YVT 1146	59340	\$ 19.31	REL/VANCE COUNTY	12867
CIMBALISTA JENNIFER I	2008	26879 2558	VSN 2824	80615	\$ 14.55	HIGH MILEAGE	12868
ELLIOT ANTHONY C	2008	13218 2491	CA 1796	59204	\$ 38.04	CLERICAL ERROR	12869
FALTZ FELECIA R	2008	25893 1621	WNK 2736	78130	\$ 50.27	TURNED IN	12870
FANGMAN LYLE J	2008	23133 1920	WSA 5245	58633	\$ 38.88	SOLD	12871
HALL JASON W	2008	7131 2318	YRN 7510	74630	\$ 42.40	SOLD	12872
HANKS EDWARD J JR	2008	16390 1382	RND 3280	66809	\$ 3.36	SOLD	12873
HARRIS THOMAS A	2008	6052 1713	TZN 7285	75487	\$ 10.48	SOLD	12874
HAYWARD JAMES EDWARD	2008	16089 2761	BS 37212	80818	\$ 15.45	WRONG LENGTH	12875
JENKINS JOHN T	2008	21731 2854	XSB 6124	80911	\$ 10.08	SOLD	12876
JUDKINS DOUGLAS M JR	2008	20288 108	YRM 8768	52930	\$ 6.75	DECEASED	12877
LYNCH MYRANDA	2008	22574 1095	XPB 2161	73407	\$ 12.06	SOLD	12878
MACK BEVERLY T	2008	12759 2082	YRN 9353	77278	\$ 7.75	TOTALED	12879
NEAL JAMES FRED	2008	18323 1461	SVR 7913	58174	\$ 22.26	REL/VANCE COUNTY	12880
PIKE CURTIS C	2008	31701 1484	VWV 8107	77993	\$ 31.32	SOLD	12881
POLLARD CHARLES J III	2008	22558 2525	XZA 3049	73166	\$ 7.95	SOLD	12882
REID ALLEN W JR	2008	4946 108	YNC 5613	51671	\$ 54.60	SOLD	12883
WOODRUFF ALECIA D	2008	33373 2124	XTH 9386	80181	\$ 19.21	REL/HALIFAX CO	12884
WRIGHT SHERMAN G JR	2008	4994 1992	3K 2085	58705	\$ 70.00	SOLD	12885
YOUNG POLLY STEED	2008	32199 2762	XWH 1801	59475	\$ 99.91	REL/VANCE COUNTY	12886

SUB-TOTAL MOTOR VEHICLE RELEASES:

\$ 591.10

SUB-TOTAL CORRECTION RELEASES:

\$ 8.85

Total Releases

\$ 599.95

Meeting Date: August 3, 2009

Item # 6-A

SUBJECT: Finance Office

REQUESTED BY: Barry Mayo, Finance Director

SUMMARY: Financing Resolution for construction of EMS Satellite Facilities, estimated cost to be supplied by Warren County Building and Grounds Department. Request authorization to submit to NC Local Government Commission for approval.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

RESOLUTION
AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A FINANCING
AGREEMENT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-20

WHEREAS, the County of Warren, North Carolina desires to construct **two EMS Ambulance Satellite Facilities** (the “Project”) to better serve the citizens of Warren County; and

WHEREAS, The County of Warren desires to finance the Project by the use of an installment contract authorized under North Carolina General Statute 160A, Article 3, Section 20; and

WHEREAS, findings of fact by this governing body must be presented to enable the North Carolina Local Government Commission to make its findings of fact set forth in North Carolina General Statute 159, Article 8, Section 151 prior to approval of the proposed contract;

NOW, THEREFORE, BE IT RESOLVED that the Board of Warren County Commissioners of Warrenton, Warren County, North Carolina, meeting in regular session on the 3rd day of August, 2009, make the following findings of fact:

1. The proposed contract is necessary or expedient to construct two EMS Ambulance Satellite Facilities that are needed to enhance accessibility to remote areas of the county and reduce EMS response time. These facilities will also house ambulances and protect them from the elements while increasing the life expectancy of drugs and medications housed within the ambulance.
2. The proposed contract is preferable to a bond issue for the same purpose because of the favorable interest rate offered through installment contract financing and the low fixed costs compared to a bond issue. The cost of the undertaking is approximately \$340,000 which exceeds the amount that can prudently be raised through appropriations of available fund balance in light of other capital needs the county anticipates meeting in the near future.
3. The cost of financing under the proposed contract is greater than the cost of issuing general obligation bonds considering expenses relating to special referendum and bond counsel.
4. The sums to fall due under the contract are adequate and not excessive for the proposed purpose due to the County’s diligence to provide services at a level previously not available while being conservative in design.

5. The County of Warren's debt management procedures and policies are in compliance and the County is well below its debt margin with no defaults on debt service payments.
6. The increase in taxes necessary to meet the sums to fall due under the proposed contract will be less than one cent per \$100 valuation and is not deemed to be excessive.
7. The County of Warren is not in default in any of its debt service obligations.
8. The attorney for the County of Warren has rendered an opinion that the proposed Project is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of North Carolina.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the County Finance Director is hereby authorized to act on behalf of the County of Warren in filing an application with the North Carolina Local Government Commission for approval of the Project and the proposed financing contract and other actions not inconsistent with this resolution.

This resolution is effective upon its adoption this 3rd day of August, 2009.

The motion to adopt this resolution was made by Commissioner _____, seconded by Commissioner _____ and passed by a vote of _____ to _____.

Barry Richardson, Chairman
Warren County Board of Commissioners

ATTEST:

Angelena Kearney-Dunlap, Clerk

This is to certify that this is a true and accurate copy of Resolution **AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A FINANCING AGREEMENT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-20** Adopted by the Warren County Board of Commissioners on the 3rd day of August, 2009.

Angelena Kearney-Dunlap, Clerk

Date

Meeting Date: August 3, 2009

Item # 6-B

SUBJECT: Finance Office

REQUESTED BY: Barry Mayo, Finance Director

SUMMARY: Financing Resolution for renovation of Former Library Building at an estimated cost of \$59,000. Request authorization to submit to NC Local Government Commission for approval.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

RESOLUTION
AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A FINANCING
AGREEMENT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-20

WHEREAS, the County of Warren, North Carolina desires to renovate the **former Warren County Library Building** on South Main Street, Warrenton, NC (the “Project”) to better serve the citizens of Warren County; and

WHEREAS, The County of Warren desires to finance the Project by the use of an installment contract authorized under North Carolina General Statute 160A, Article 3, Section 20; and

WHEREAS, findings of fact by this governing body must be presented to enable the North Carolina Local Government Commission to make its findings of fact set forth in North Carolina General Statute 159, Article 8, Section 151 prior to approval of the proposed contract;

NOW, THEREFORE, BE IT RESOLVED that the Board of Warren County Commissioners of Warrenton, Warren County, North Carolina, meeting in regular session on the 3rd day of August, 2009, make the following findings of fact:

1. The proposed contract is necessary or expedient to renovate the former Warren County Library Building for county office space and to ensure all county office space is ADA compliant and accessible to all citizens.
2. The proposed contract is preferable to a bond issue for the same purpose because of the favorable interest rate offered through installment contract financing and the low fixed costs compared to a bond issue. The cost of the undertaking is approximately \$59,000 which exceeds the amount that can prudently be raised through appropriations of available fund balance in light of other capital needs the county anticipates meeting in the near future.
3. The cost of financing under the proposed contract is greater than the cost of issuing general obligation bonds considering expenses relating to special referendum and bond counsel.
4. The sums to fall due under the contract are adequate and not excessive for the proposed purpose due to the County’s diligence to provide services at a level previously not available while being conservative in design.

5. The County of Warren's debt management procedures and policies are in compliance and the County is well below its debt margin with no defaults on debt service payments.
6. The increase in taxes necessary to meet the sums to fall due under the proposed contract will be less than one cent per \$100 valuation and is not deemed to be excessive.
7. The County of Warren is not in default in any of its debt service obligations.
8. The attorney for the County of Warren has rendered an opinion that the proposed Project is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of North Carolina.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the County Finance Director is hereby authorized to act on behalf of the County of Warren in filing an application with the North Carolina Local Government Commission for approval of the Project and the proposed financing contract and other actions not inconsistent with this resolution.

This resolution is effective upon its adoption this 3rd day of August, 2009.

The motion to adopt this resolution was made by Commissioner _____, seconded by Commissioner _____ and passed by a vote of _____ to _____.

Barry Richardson, Chairman
Warren County Board of Commissioners

ATTEST:

Angelena Kearney-Dunlap, Clerk

This is to certify that this is a true and accurate copy of Resolution **AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A FINANCING AGREEMENT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-20** Adopted by the Warren County Board of Commissioners on the 3rd day of August, 2009.

Angelena Kearney-Dunlap, Clerk

Date

Meeting Date: August 3, 2009

Item # 6-C

SUBJECT: Finance Office

REQUESTED BY: Barry Mayo, Finance Director

SUMMARY: Financing Resolution for renovation of Former Mental Health Building at an estimated cost of \$70,000. Request authorization to submit to NC Local Government Commission for approval.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

RESOLUTION
AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A FINANCING
AGREEMENT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-20

WHEREAS, the County of Warren, North Carolina desires to renovate the former **Mental Health Building** on Ridgeway Street (the “Project”) to better serve the citizens of Warren County; and

WHEREAS, The County of Warren desires to finance the Project by the use of an installment contract authorized under North Carolina General Statute 160A, Article 3, Section 20; and

WHEREAS, findings of fact by this governing body must be presented to enable the North Carolina Local Government Commission to make its findings of fact set forth in North Carolina General Statute 159, Article 8, Section 151 prior to approval of the proposed contract;

NOW, THEREFORE, BE IT RESOLVED that the Board of Warren County Commissioners of Warrenton, Warren County, North Carolina, meeting in regular session on the 3rd day of August, 2009, make the following findings of fact:

1. The proposed contract is necessary or expedient to renovate the former Mental Health Building to ensure all county office space is ADA compliant and accessible to all county citizens.
2. The proposed contract is preferable to a bond issue for the same purpose because of the favorable interest rate offered through installment contract financing and the low fixed costs compared to a bond issue. The cost of the undertaking is approximately \$70,000 which exceeds the amount that can prudently be raised through appropriations of available fund balance in light of other capital needs the county anticipates meeting in the near future.
3. The cost of financing under the proposed contract is greater than the cost of issuing general obligation bonds considering expenses relating to special referendum and bond counsel.
4. The sums to fall due under the contract are adequate and not excessive for the proposed purpose due to the County’s diligence to provide services at a level previously not available while being conservative in design.

5. The County of Warren's debt management procedures and policies are in compliance and the County is well below its debt margin with no defaults on debt service payments.
6. The increase in taxes necessary to meet the sums to fall due under the proposed contract will be less than one cent per \$100 valuation and is not deemed to be excessive.
7. The County of Warren is not in default in any of its debt service obligations.
8. The attorney for the County of Warren has rendered an opinion that the proposed Project is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of North Carolina.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the County Finance Director is hereby authorized to act on behalf of the County of Warren in filing an application with the North Carolina Local Government Commission for approval of the Project and the proposed financing contract and other actions not inconsistent with this resolution.

This resolution is effective upon its adoption this 3rd day of August, 2009.

The motion to adopt this resolution was made by Commissioner _____, seconded by Commissioner _____ and passed by a vote of _____ to _____.

Barry Richardson, Chairman
Warren County Board of Commissioners

ATTEST:

Angelena Kearney-Dunlap, Clerk

This is to certify that this is a true and accurate copy of Resolution **AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A FINANCING AGREEMENT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-20** Adopted by the Warren County Board of Commissioners on the 3rd day of August, 2009.

Angelena Kearney-Dunlap, Clerk

Date

Meeting Date: August 3, 2009

Item # 6-D

SUBJECT: Finance Office

REQUESTED BY: Barry Mayo, Finance Director

SUMMARY: Financing Resolution for renovation of Warren County National Guard Armory Building at an estimated cost of \$200,000. Request authorization to submit to NC Local Government Commission for approval.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

RESOLUTION
AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A
FINANCING AGREEMENT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE
160A-20

WHEREAS, the County of Warren, North Carolina desires to renovate the former **Warren County National Guard Armory** located on Hwy. 158-Business, Warrenton, NC (the “Project”) to better serve the citizens of Warren County; and

WHEREAS, The County of Warren desires to finance the Project by the use of an installment contract authorized under North Carolina General Statute 160A, Article 3, Section 20; and

WHEREAS, findings of fact by this governing body must be presented to enable the North Carolina Local Government Commission to make its findings of fact set forth in North Carolina General Statute 159, Article 8, Section 151 prior to approval of the proposed contract;

NOW, THEREFORE, BE IT RESOLVED that the Board of Warren County Commissioners of Warrenton, Warren County, North Carolina, meeting in regular session on the 3rd day of August, 2009, make the following findings of fact:

1. The proposed contract is necessary or expedient to renovate the Warren County Armory to provide an economic and business opportunity for the county as well as the Armory should be ADA compliant to ensure accessibility for all citizens.
2. The proposed contract is preferable to a bond issue for the same purpose because of the favorable interest rate offered through installment contract financing and the low fixed costs compared to a bond issue. The cost of the undertaking is approximately \$200,000 which exceeds the amount that can prudently be raised through appropriations of available fund balance in light of other capital needs the county anticipates meeting in the near future.
3. The cost of financing under the proposed contract is greater than the cost of issuing general obligation bonds considering expenses relating to special referendum and bond counsel.
4. The sums to fall due under the contract are adequate and not excessive for the proposed purpose due to the County’s diligence to provide services at a level previously not available while being conservative in design.

5. The County of Warren's debt management procedures and policies are in compliance and the County is well below its debt margin with no defaults on debt service payments.
6. The increase in taxes necessary to meet the sums to fall due under the proposed contract will be less than one cent per \$100 valuation and is not deemed to be excessive.
7. The County of Warren is not in default in any of its debt service obligations.
8. The attorney for the County of Warren has rendered an opinion that the proposed Project is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of North Carolina.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the County Finance Director is hereby authorized to act on behalf of the County of Warren in filing an application with the North Carolina Local Government Commission for approval of the Project and the proposed financing contract and other actions not inconsistent with this resolution.

This resolution is effective upon its adoption this 3rd day of August, 2009.

The motion to adopt this resolution was made by Commissioner _____, seconded by Commissioner _____ and passed by a vote of _____ to _____.

Barry Richardson, Chairman
Warren County Board of Commissioners

ATTEST:

Angelena Kearney-Dunlap, Clerk

This is to certify that this is a true and accurate copy of Resolution **AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A FINANCING AGREEMENT AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-20** Adopted by the Warren County Board of Commissioners on the 3rd day of August, 2009.

Angelena Kearney-Dunlap, Clerk

Date

Meeting Date: August 3, 2009

Item # 7-A

SUBJECT: Appointment to Board/Commission Membership

REQUESTED BY: Inez Volunteer Fire Department, Inc.

SUMMARY: Recommendation comes from Inez VFD to appoint Elizabeth Williams Reid to fill unexpired term of Noel Robertson on the Fire Service District Board.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:





Inez Volunteer Fire Department, Inc.

2588 NC Highway 58
Warrenton, NC 27589



July 23, 2009

The Honorable Barry M. Richardson, Chairman
Warren County Board of Commissioners
PO Box 185
Warrenton, NC 27589-0827

Dear Commissioner Richardson:

Inez Volunteer Fire Department, Inc., held a general membership meeting on Tuesday, July 21, 2009. Elizabeth Williams Reid, 566 Rabbit Bottom Road, Warrenton, NC 27589, was nominated at this meeting to serve out the unexpired term of Inez Fire District Tax Board Member Noel Robertson who has resigned.

We would appreciate if the Warren County Board of Commissioners could take the appropriate action to make Mrs. Reid an official appointee to our tax board at its earliest convenience. Please feel free to contact me at 252-257-2070 in the event that you have any questions.

Thank you for your assistance in this matter.

Sincerely,

Harry Williams, III
Chief

RECEIVED

JUL 23 2009

WARREN COUNTY MANAGER'S OFFICE

Harry Williams, III, Chief Shane Harris, Assistant Chief Harrel Johnson, Secretary

Linda McSwain, Treasurer Alan Sweeney, Jr., Training Officer

Meeting Date: August 3, 2009

Item # 7-B

SUBJECT: Appointment to Board/Commission Membership

**REQUESTED BY: Robert Whitehead, President
Roanoke-Wildwood VFD**

SUMMARY: Recommendation comes from Roanoke-Wildwood Volunteer Fire Department to appoint Anthony B. Morgan to the Fire Service District Board.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

"SERVING NORTH LAKE GASTON"

Roanoke-Wildwood Volunteer Fire Dep't



790 LIZARD CREEK ROAD - LITTLETON, NC 27850
TELEPHONE: (252) 586-5737 (Voice, Msg., Fax) rwvfd@touchnc.net

Ms. Angelena Kearney-Dunlop, Clerk
Warren County Board of Commissioners
P.O. Box 619
Warrenton, NC 27589

Dear Ms. Dunlop,

Mr. William Hoofnagle recently resigned as a member of the Roanoke Wildwood Volunteer Fire Department Fire District Board. Mr. Anthony B. Morgan, a Warren County resident, has expressed interest and willingness to serve on the Board. His Statement of Interest to serve is attached. Please have his application reviewed as appropriate and placed on the Commissioners' agenda for consideration at the earliest possible date. Thank you for your attention to this in advance.

Sincerely

A handwritten signature in blue ink, appearing to read "R. Whitehead", written over a horizontal line.

Robert Whitehead
President RWVFD

RECEIVED

JUL 16 2009

WARREN COUNTY MANAGER'S OFFICE

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. RWVFD Fire Board.
2. _____
3. _____
4. _____

Your full name Anthony B Moran
Date of Birth 5-28-44 Sex M Race W
Mailing Address 113 Beech Ct.
City and Zip Code Littleton, NC 27850
Street Address SAME
City and Zip Code _____
Home Phone 252-586-6045 Work Phone N/A
Job Title Retired
Company or Agency _____
Email Address watermanbigt@aol.com

Do you live in the county? Yes No

Please list your County Commissioner District #2
(This information can be obtained from the Board of Elections at (252) 257-2114).

Educational Background

Name and Address of High School Attended Holy Cross H.S. Flushing, N.Y.
Name and Address of College Attended ST John's University JAMAICA, N.Y.
Degree Received BA.

Please list any military experience US Army 1968-1970

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

If you are presently serving as an elected or appointed official, please explain: CITIZENS Adv. Council, PLANNING + DEVELOPMENT

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

Work Experience Laurel Valley Prem Water, Fayetteville, NC Pres. 1992-2008
Reichhold Chemical RTP NC Regional Sales Mgr - 1989-2000
Borden Chemical Fayetteville, NC. Reg Sales Mgr 1978-1989

Volunteer Experience CAC Plan + Dev. Warren City, Lake Gaston Assoc.
Plan + Dev. Com. Wildwood Point HOA, Fayetteville
Area Ec. Dev. Corp (2005) PAST Pres. Cumberland City
Business Network (2003)

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

Anthony B. Moore

Date

7-14-09

Please feel free to attach a resume if so desired.

Meeting Date: August 3, 2009

Item # 7-C

SUBJECT: Appointment to Board/Commission Membership

**REQUESTED BY: Peggy Richardson, Interim Director
Economic Development**

SUMMARY: Statements of Interest to Serve were received from Herbert R. Burrows and Delores B. Burwell to fill vacancy of Isaac Perry. Recommendation comes from EDC to appoint Herbert Burrows to the vacancy. Term expires June 2012.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



Boards and Commissions View

Economic Development Commission (EDC)

[Go Back to Boards and Commissions](#)

Term of Office: 3 Year Terms, expires June

Authority: NC GS 158-8, 158-15, HB 344

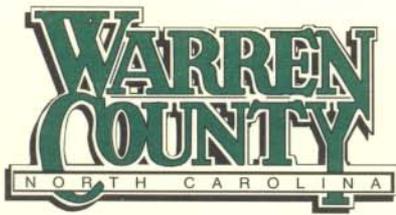
Membership: Appointed

Responsibilities:

Meeting Schedule: 3rd Monday in February, April, June, August, October & December

Staff Liaison: Peggy Richardson, EDC Admin. Assistant 252-257-3114

Member	Position	Term
Brady Martin	Appointed	Aug08-Jun09 filled vacancy, June09-June2012
Cathy Alston-Kearney, Warren Family Institute	Appointed	Aug08-May2011
Commissioner E. Fleming	Designated	Jan07-Dec08, Jan09- Dec2010
Isaac Perry	Appointed 2nd Term	Dec99-June09
John E. Alston	Appointed	Dec03-May08, Jul08- May2011
Pete Deschenes	Appointed 3rd term	Sept04-June2010
Robert Burton	Appointed 2nd Term	May02-June2010
Sallie White	Appointed	Aug07-June2010
Thomas E. Echols	Appointed	Mar07-May08, May08- May2011



MEMO

TO: Mr. Barry Richardson, Chairman
Warren County Board of Commissioners
From: Peggy Richardson, Interim Director
Date: July 22, 2009
RE: Recommendation for EDC Board Appointment

At our meeting on July 20, 2009, the Directors of the Economic Development Commission voted to recommend the appointment of Herbert Burrows to our Board of Directors, to replace Isaac Perry, who is retiring from our Board. Mr. Burrows is a local business owner and Commissioner for the Town of Norlina.

If appointed, Mr. Burrows' term would begin immediately, and expire in June, 2012.

Attached, please find a current list of Directors, and Statements of Interest to Serve. (Note: Ms. Carla Norwood had informed us that her current situation would make regular attendance of meetings difficult, and asked us to withdraw her from consideration of this vacancy.)

The Economic Development Commission also wants to take this opportunity to gratefully acknowledge the dedication and contributions of Mr. Isaac Perry, since he began serving on our board in December 1999.

pr

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. EDC (Economic Develop Comm.)
2. _____
3. _____
4. _____

Your full name HERBERT RAY BURROWS
Date of Birth 12/24/44 Sex Male Race W
Mailing Address PO Box 761
City and Zip Code NORLINA NC
Street Address 402 WALKER AVE.
City and Zip Code NORLINA, NC 27563
Home Phone 252-456-3158 Work Phone 252-456-2406
Job Title Self Employed
Company or Agency ROOST CROSSROADS ANTIQUES
Email Address ROOSTX@HOTMAIL.COM

Do you live in the county? Yes No

Please list your County Commissioner District DISTRICT 3
(This information can be obtained from the Board of Elections at (252) 257-2114).

Educational Background

Name and Address of High School Attended NORLINA High Sch.
Name and Address of College Attended None
Degree Received H.S. Diploma

Please list any military experience NAT. GUARD

RECEIVED

MAY 13 2009

WARREN COUNTY MANAGER'S OFFICE

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

**Herbert
Burrows
page 1 of 2**

If you are presently serving as an elected or appointed official, please explain: _____

NORLINA TOWN COMMISSIONER

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

Work Experience

SENIOR BUYER - HARRIET HENDERSON YARNS INC
CAROLINA SPORTSWEAR UTILITY MAN

Volunteer Experience

BOARD OF DIRECTOR CHAMBER OF COMMERCE WARREN COUNTY
NORLINA ~~ARTS~~ BEAUTIFICATION COMMITTEE,
ARMORY RENOVATION COMMITTEE,
ZONING-PLANNING-TOWN OF NORLINA CAC MEMBER-WARREN COUNTY

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

Herbert R Burrows

Date

5-12-09

Please feel free to attach a resume if so desired.

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. Juvenile Crime Prevention
2. Economic Development
3. Dept of Social Services
4. Nursing Home Commission

Your full name Delores Branch Burwell
Date of Birth 02-02-1955 Sex F Race BLK
Mailing Address 281 Michael's Quarry Rd
City and Zip Code Norlina, N.C. 27563
Street Address Same as mailing - State Rd 1215
City and Zip Code _____
Home Phone 252-213-5945 Work Phone _____
Job Title Disabled
Company or Agency _____
Email Address delores.burwell@msn.com

Do you live in the county? Yes No

Please list your County Commissioner District District 3
(This information can be obtained from the Board of Elections at (252) 257-2114).

Educational Background

Name and Address of High School Attended Norlina High - Walker Ave, Norlina
Name and Address of College Attended VBCC, VCU-Richmond, Va, University of Delaware
Degree Received Associate, Cert. of Completion, Cert. in Interviewing the Sexually Abused Child, Wake Tech - Instructor Drawing
Please list any military experience None

Delores
Burwell
page 1 of 2

If you are presently serving as an elected or appointed official, please explain: None applicable

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

Work Experience

Mecklenburg Corr Ctr, State Penitentiary Rich, Va
Central Prison, Warren County Sheriff's Dept,
Vance Co Mental Health (children), Barbara Epanin, Supervisor
Warren County School System (Substitute teacher)
Completed Human Resources Development and Leadership Training
(Virginia)

Volunteer Experience

Youth Leader - Chapel Hill Baptist Church,
PAC, Youth Assistance Program - Mecklenburg Corr
Center, Active member of - State of Virginia, Employee's
State Assistance program, Member of State of Virginia
Governor's Volleyball Team (Governor Saliba's) Poetry recit
telethon (televised)

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

Newspaper

Current Warren County Volunteer

Other

If other, please explain:

County Manager's web-site

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

Delores B Burwell

Date

May 19, 2009

Please feel free to attach a resume if so desired.

RECEIVED

JUN 22 2009

WARREN COUNTY MANAGER'S OFFICE

This "Statement of Interest to Serve" will remain active for six (6) months from date

**Delores
Burwell
page 2 of 2**

Meeting Date: August 3, 2009

Agenda Item # 7-D

SUBJECT: Board of Elections

**REQUESTED BY: Debbie Formyduval, Director
Elections Office**

**SUMMARY: The following individuals are recommended for appointment to Board of
Elections: Sandra Shearin (Dem), Jennie Franklin (Dem) and Merwin Dieckman (Rep)**

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: August 3, 2009

Agenda Item # 7-E

SUBJECT: Library Board of Trustees

REQUESTED BY: Dr. Sue Loper, Librarian

SUMMARY: The following individuals are recommended for appointment to the Library Board of Trustees: Benjamin S. Hunter, Magnolia W. Clanton and Fern Boyd. Terms expire June 2010, filling vacancies of members that resigned.

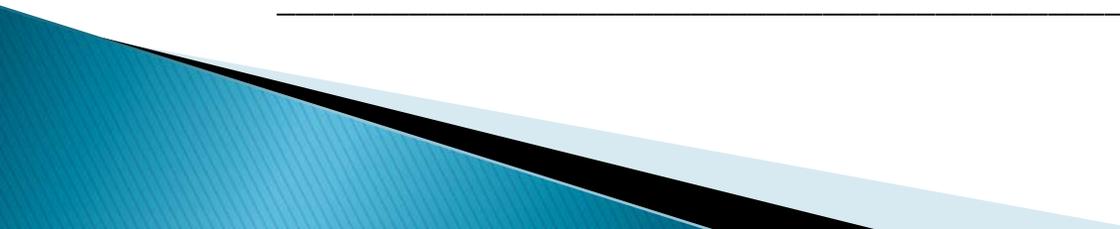
FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

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

RECEIVED

APR - 1 2009

WARREN COUNTY MANAGER'S OFFICE

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

1. Library
2. _____
3. _____
4. _____

Your full name Benjamin Scott Hunter
Date of Birth 8-11-84 Sex Male Race White
Mailing Address 303 Wilcox St.
City and Zip Code Warrenton, NC 27589
Street Address _____
City and Zip Code _____
Home Phone 252-213-0288 Work Phone _____
Job Title Teacher - English Warren New Tech
Company or Agency Warren County Schools
Email Address benscotthunter@yahoo.com

Do you live in the county? Yes No

Please list your County Commissioner District 1st District
(This information can be obtained from the Board of Elections at (252) 257-2114).

Educational Background

Name and Address of High School Attended WCHS
Name and Address of College Attended Appalachian State University
Degree Received English, Secondary Ed.

Please list any military experience _____

If you are presently serving as an elected or appointed official, please explain: _____

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

Work Experience Craven County Schools, Warren County Schools

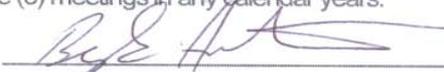
Volunteer Experience ~~Other~~ Various community service activities with Teaching Fellows Program

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

Newspaper _____ Current Warren County Volunteer _____ Other

If other, please explain: A board member contacted me

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 

Date 3-30-09

Please feel free to attach a resume if so desired.

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. Board of Trustees W.C. Mem. Library 3.
2. 4.

Your full name Magnolia Williams Clanton

Date of Birth Dec. 13, 1948 Sex F Race B

Mailing Address 838 NC Highway 58

City and Zip Code Warrenton, NC 27589

Street Address 838 NC Highway 58

City and Zip Code Warrenton, NC 27589

Home Phone 252-254-4230 Work Phone 434-738-6141

Job Title Teacher

Company or Agency Mecklenburg Co. Public Schools, Boydton, Va (beginning Aug. 2008)

Email Address mwilliams@embarqmail.com

Do you live in the county? Yes [checked] No []

Please list your County Commissioner District # 1
(This information can be obtained from the Board of Elections at (252) 257-2114).

Educational Background

Name and Address of High School Attended John R. Hankins, Warrenton, NC

Name and Address of College Attended UNC-Chapel Hill, Chapel Hill, NC

Degree Received B.A.

Please list any military experience

Magnolia Clanton page 1 of 4

If you are presently serving as an elected or appointed official, please explain: ATP

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

Work Experience

Vance County Schools, Henderson, NC.

Volunteer Experience

Friends of Warren County Memorial Library, community and church

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

Magnolia Williams Clanton

Date

07 - 10 - '09

Please feel free to attach a resume if so desired.



Magnolia Williams Clanton
828 NC Highway 58
Warrenton, North Carolina 27589

**Magnolia
Clanton
page 3 of 4**

Telephone: 252-257-4220 (home) 252-431-4394 (cellular)

Husband: Odell D. Clanton, Jr.

Date of Birth: December 13, 1948

Education:

John R. Hawkins High School, Warrenton, North Carolina	Diploma 1966
North Carolina College, Durham, North Carolina	1966- 1967
Universite de Lyon, Lyon France	Certificat d'Etude 1968 - 1969
University of North Carolina, Chapel Hill, North Carolina	B.A - 1970
University of North Carolina, Chapel Hill, North Carolina	Graduate Studies
Universidad de Valencia, Valencia, Spain	Summer - 1979
Governor's Institute for Teachers of French (UNC-CH)	Summer - 1984
University of North Carolina, Chapel Hill, North Carolina	
Mellon-Babcock- Reynolds Internship	1985-1986
Governor's Institute for Teachers of Spanish (Greensboro College)	Summer - 1991

Work Experience:

1972 – 1974	Teacher of French and English	Littleton High School Littleton, North Carolina
1974 – 1976	Teacher of French and English	Eaton-Johnson Junior High School Henderson Junior High School Henderson, North Carolina
1976- 1990	Teacher of French	Vance Senior High School Henderson, North Carolina
1990 – 2009	Teacher of French and Spanish	Northern Vance High School Henderson, North Carolina

Professional Organizations:

Warren County Association of Educators (1972 – 1974); Vance County Association of Educators (VCAE) (1974 – 2001); National Education Association, (NEA) (1972– 2001); Foreign Language Association of North Carolina (FLANC) (1980 – 2002); American Association of Teachers of French (AATF) (1985 – 1987)

Community/Civic Affiliations:

The Lake Gaston Area Chapter of the Links, Incorporated (member since 1985, served as Chairperson International Trends and Services Committee, Vice-President, Financial Secretary, Recording Secretary); Rho Tau Omega Chapter of Alpha Kappa Alpha Sorority, Incorporated (member since 2004), served as Chairman of Hospitality, Vice-President); Director, Friends of the Warren County Memorial Library (member 2003-1009, served as Vice-President, Membership Chairperson); Warren County Arts Council (joined 2009)

Church Affiliation:

Saint Zion Missionary Baptist Church - Warren County, NC (Pianist 2002 – 2006), Director of Christian Education, Financial Secretary, Sunday School Teacher)

Special Interests:

The Arts, Traveling, Reading

Magnolia Williams Clanton

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. Library Board
2. Land Use
3. _____
4. _____

Your full name Fern Laurene Boyd

Date of Birth 11-10-47 Sex F Race _____

Mailing Address PO Box 703

City and Zip Code Warrenton NC 27589

Street Address 107 Graham Street

City and Zip Code Warrenton NC 27589

Home Phone 252-257-1982 Work Phone _____

Job Title Certified General Real Estate Appraiser

Company or Agency Franco Inc, Appraisal Service PO Box 1476, Henderson

Email Address fboyd@francoinc.com

* grahamboyd@embargmail.com

Do you live in the county? Yes No

(This information can be obtained from the Board of Elections at (252) 257-2114).

Educational Background Please see attached

Name and Address of High School Attended _____

Name and Address of College Attended _____

Degree Received _____

Please list any military experience _____

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

Fern L.
Boyd
page 1 of 3

Fern L.
Boyd
page 2 of 3

If you are presently serving as an elected or appointed official, please explain: _____

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

Work Experience _____

Volunteer Experience Library Board 1985 - 2006

Land Use Committee
Board of Elections

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 Fern L. Boyd

Date 7-29-2009

Please feel free to attach a resume if so desired.

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

Fern L. Boyd
PO Box 703, Warrenton, NC 27589
252-257-1982
grahamboyd@embarqmail.com

Personal Data:

Married, Graham V. Boyd, Jr., October 17, 1968 in Brooklyn, New York. Husband is a Consulting Forester.
Communion Steward, Wesley Memorial Methodist Church, Warrenton, NC, October 1984-present

Education:

1972, B. A., English Literature, Brooklyn College, University of The City of New York

Professional Status:

North Carolina State-Licensed Residential Real Estate Appraiser - License #A 564, January 1991 - May 2000
North Carolina State-Certified General Real Estate Appraiser - License #A4580, May 2000 - Current
North Carolina Real Estate Salesperson- License, February 1989-September 1989
North Carolina Real Estate Broker - License #122923, September 1989 - Current
North Carolina Real Estate Pre-License Instructor- License #1310, Issued February 2003

Professional Affiliations:

Member, National Association of Realtors, Appraisal Section
Member, North Carolina Association of Realtors, Appraisal Section
Member, North Carolina Association of Realtors
Member, National Association of Realtors
Member, Kerr Lake Board of Realtors
Member, Triangle Multiple Listing Service

Background:

1966 - 1967, Boiler and Machinery Underwriter - Hartford Steam Boiler Inspection and Insurance Company
1967 - 1968, Claims Adjuster - United States Fidelity and Guaranty Insurance Company
1968 - 1971, Staff Member - Chairman of Various Insurance Industry Committees, Editor of the Casualty Insurance Manuals - Insurance Services Office
1971-1984, Claims Administrator - General Reinsurance Company
1968-1988, Owned and Managed Apartment Houses (6 buildings, 57 units) in Historic Park Slope, Brooklyn, New York
1984- Moved to Warrenton, North Carolina
2/1989-9/1991, Full time Real Estate Sales and some Appraisal Work - Frazco, Inc.
9/1991-9/1993, Real Estate Sales and Appraisals/Volunteer and Substitute-Warren County Schools/Part time student in Model Teacher Consortium, Certification in Education, K-6.
1993-1997, Certified Teacher - Warren County, North Carolina Public Schools, achieving Professional License, 1995 in K-6, Tenure Contract in 1996.
1997- 2000, North Carolina, State-Licensed Residential Real Estate Appraiser - Frazco Inc. Appraisal Service
2000- Current, North Carolina, State-Certified General Real Estate Appraiser- Frazco Inc. Appraisal Service
2003-Current, North Carolina Real Estate Pre-License Instructor- Vance-Granville Community College

Other:

Warren County Memorial Library Board of Directors, 1985-2006
Warren County Community Foundation Board of Directors, current

Meeting Date: Jul7 6, 2009

Agenda Item # 8

SUBJECT: Request from “Operation Santa Claus Project”

**REQUESTED BY: Diane H. Howard, Director
Caswell Developmental Center**

SUMMARY: This is an annual request for funds to supply Christmas present(s) for one (1) Warren County resident at the facility. In the past a donation of \$50 has been authorized.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend Approval –Funds to be appropriated from Contingency Fund

NOTES:



North Carolina Department of Health and Human Services
Division of Mental Health, Developmental Disabilities and Substance Abuse Services
Caswell Developmental Center

2415 West Vernon Avenue, Kinston, North Carolina 28504-3321
Courier 01-21-04

Beverly Eaves Perdue, Governor
Lanier M. Cansler, Secretary
Leza Wainwright, Director

Leon Owens, Center Director
Office (252) 208-4222
Fax (252) 208-4238

July 6, 2009

Warren County Commissioners
Box 619
Warrenton, NC 27589

Dear Commissioners,

As most people are enjoying their summer vacations, Caswell Developmental Center is busy planning for the upcoming Christmas season. We are, once again, seeking support for our *Operation Santa Claus Project* from the County Commissioners. A successful project ensures that every individual who lives at the Center will receive a new gift on Christmas morning. Filling the Christmas wishes of all 420 individuals including 1 individual from Warren County is quite an undertaking for the Volunteer Services Department. We are confident with the support of our County Commissioners our *Operation Santa Claus Project* will again be successful.

Caswell Developmental Center has been enhancing the quality of life for persons with developmental disabilities and their families since opening its doors in 1914. We look forward to continuing our tradition of spreading Christmas cheer and hope that you will join us by making a contribution to our *2009 Operation Santa Claus Project*. Thank you for your time and consideration of this request.

Sincerely,

A handwritten signature in blue ink that reads "DHH".

Diane H. Howard, Director
Volunteer Services Department

RECEIVED

Meeting Date: Jul 6, 2009

Agenda Item # 9

SUBJECT: Request for Building Permit Fee Waiver

**REQUESTED BY: Rev. Marc Swanner, President & CEO
Loaves & Fishes Ministries, Inc.**

SUMMARY: Request for \$25.60 waiver of permit fees related to installation of 8' x 16' storage building is presented for Board's review and action.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



Loaves & Fishes Ministries, Inc.

Post Office Box 645

Norlina, NC 27563

Phone: 252-257-1160

Cell: 252-213-1696

July 24, 2009

Warren County Board of Commissioners
C/O Mrs. Linda T. Worth, County Manager
105 South Front Street, Post Office Box 619
Warrenton, North Carolina 27589

Dear Board:

Our organization has purchased a much-needed outside storage building, size 8' x 16'. Being a non-profit charity organization, we would like to request a waiver of the \$25.60 commercial building permit fee.

Thank you.

Sincerely yours,

Marc A. Swanner
President & CEO

MAS:smp

Meeting Date: August 3, 2009

Agenda Item # 10

SUBJECT: NC Division of Forestry Annual Appropriation

REQUESTED BY: Robert Neal, Local Director

**SUMMARY: FY 2009-10 annual appropriation is submitted for Board's review and approval.
Authorize Chairman to sign related documentation:**

Total Cooperative Appropriation	\$ 282,619
State	\$169,571 60%
County	\$113,048 40%

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend Approval – County appropriation is included in the FY 2010 General Fund Budget

NOTES:

STATE OF NORTH CAROLINA

Department of

Environment & Natural Resources

\$282,619.00
Total Cooperative Appropriation

\$169,571.00 60%
State

\$ 113,048.00 40%
County

AGREEMENT FOR THE PROTECTION, DEVELOPMENT AND IMPROVEMENT
OF FOREST LAND IN WARREN COUNTY, NORTH CAROLINA.

THIS AGREEMENT, made under authority of "An act to authorize Counties to cooperate with State in Forest Protection, Reforestation and promotion of Forest Management," (Section 113-59 of the general Statutes of North Carolina - 1943), and also under authority of another Section of the General Statutes, namely Section 113-54, by the North Carolina Department of Environment & Natural Resources (hereinafter Called the Department), party of the first part, and the Board of Commissioners of WARREN County, in the State of North Carolina (hereinafter called the Board), party of the second part, witnesseth:

That WHEREAS the said Board, recognizing the need for active forest protection, development, reforestation, management and improvement in WARREN County, has accepted the offer of the Department for cooperation in accomplishing this object:

Now THEREFORE, in consideration of the mutual covenants hereinafter set forth, the said parties contract and agree to maintain a legally appointed and equipped Forest Ranger organization in said county at the joint cost of the State and County, insofar as the joint funds will permit as follows:

Part I. THE DEPARTMENT AGREES:

1. To select, employ and appoint, after consultation with the Board, a County Forester or County Forest Ranger for the purposes of controlling forest fires in said County; for detecting and extinguishing fires that break out; for investigating the origin of forest, woodland and field fires; for enforcing State forest fire laws; for taking such preventative measures, educational and otherwise, as shall seem necessary to prevent forest fires; for developing and

improving the forests through reforestation promotion and practice of Forest Management practices; and for protection from insects and diseases.

2. To furnish to each Forester or Forest Ranger so employed a badge of office, stationery and report forms, instructional posters for use in the County, leaflets for distributing to landowners and others; to purchase necessary equipment, communication systems, and other Forestry improvements deemed necessary insofar as the joint funds will permit.

3. To pay the Forester or Forest Ranger for all official services rendered, at a fair rate of pay. Rates of pay are to be established by the Department in accord with existing State salary schedules.

4. To direct supervise, instruct, and inspect, through its agents, the work and conduct of the Forester or Forest Ranger, to discipline and, when necessary, discharge such Forester or Forest Ranger.

5. To submit to the Board of Commissioners monthly (or at other mutually satisfactory intervals) an itemized statement of all monies to be paid by the County and those paid by the Department for proper conduct of the work within said County.

6. To make available annually from State, Federal, and other funds allotted to it, the sum of One Hundred & Sixty-Nine Thousand, Five Hundred and Seventy-One dollars (\$169,571.00) as its share of an annual budget of Two Hundred & Eighty-Two Thousand, Six Hundred and Nineteen dollars (\$282,619.00) for carrying the work in said County.

Part II. THE BOARD AGREES:

1. To pay to the Department **40%** of the total cost of the Forester or Forest Ranger salaries and expenses and of other proper expenditures made in connection with the over-all Forestry program in said County, upon receipt and consequent approval of the periodic statements submitted by the Department.

2. To appropriate annually the sum of One Hundred and Thirteen Thousand, and Forty-Eight dollars (\$113,048.00) which sum shall be available for expenditure under the terms of this Agreement, and shall represent the County's share of the annual budget.

Part III. IT IS EXPRESSLY AGREED AND UNDERSTOOD BY BOTH PARTIES:

1. That this Agreement becomes effective **July 1, 2009**.

2. That the annual appropriations as set forth above may be revised by mutual agreement between the Department and the Board, based on the amount of annual appropriation desirable for the proper conduct of the Forestry work, such revision to become effective at the beginning of a given Fiscal Year. Any unused balance of County funds remaining at the end of a Fiscal Year shall revert to said County unless otherwise mutually agreed upon by both parties.

3. That the Board reimburse the Department as provided in Part II, Item 1, by forwarding a county voucher drawn in favor of the Department for the amount of the County's share of expenditures as set forth in the Department's periodic statement to the Board. That such payments be made by the Board within thirty days following receipt of the Department's billing.

4. That title to all improvements and equipment purchased and/or constructed in connection with this agreement will rest with the Department; such materials or their equivalent will remain in the County as long as this agreement is in effect, or as long as they are needed by the Department for the proper conduct of the work therein.

5. That the Forester or Forest Ranger periodically or at the request of the Board, shall present to the Board statements of the work being done within the County, so that said Board may be fully informed at the times regarding the Forestry finances and activities within the County.

IN WITNESS WHEREOF, the said parties do hereunto affix their names and seals upon the date herein below specified.

For the Board of County Commissioners of _____

Date _____ Chairman

Provisions for the payment of the monies to fall due under this Agreement have been made by appropriation duly made or by bonds or notes duly authorized, as required by the "County Fiscal Control Act."

Date _____ County Finance Officer

For the North Carolina Department of Environment & Natural Resources

Date _____ Signature

Director, Division of Forest Resources

Meeting Date: August 3, 2009

Agenda Item # 11

SUBJECT: Ephraim Place Project – Change Order

**REQUESTED BY: Cathy Alston-Kearney, Executive Director
Warren Family Institute**

SUMMARY: Change Order #2 for Community Development Block Grant Housing Project administered by Warren Family Institute (WFI) is submitted for Board’s approval. Change order amount \$5,900.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval. Funds are available in the CDBG Project to pay the additional cost.

NOTES:

Warren Family Institute INCORPORATED



Post Office Box 150 - Warrenton, North Carolina 27589
252.257.1134 (voice) / 252.257.2584 (fax)

July 24, 2009

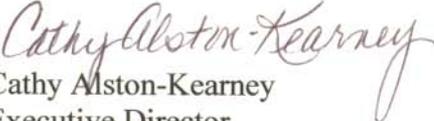
Ms. Linda T. Worth
County Manager
Post Office Box 619
Warrenton, North Carolina 27589

Dear Ms. Worth:

Find enclosed correspondence from Steven Scruggs, Project Manager with AECOM (formerly EarthTech) outlining the necessary steps to resuming work on the Ephraim Place project. He attached a proposed change order that will need to be approved by the Board of Commissioners. The additional costs can be covered from remaining CDBG funds of \$49,353.36 as confirmed by the Finance Office or the new USDA funds.

Please contact me if there are questions. We are anxious to get this project back on the front burner.

Sincerely,


Cathy Alston-Kearney
Executive Director

Enclosures

June 25, 2008

Ms. Cathy Kearney
Executive Director
Warren Family Institute
P.O. Box 150
Warrenton, NC 27589

Re: Resuming Work and Re-Bidding
Ephram Place Subdivision
Proposal for Change Order No. 2
Re-bidding the Project

AECOM Project No: 92710

Dear Ms. Kearney:

We are pleased to hear that funding has been secured and work can resume for the Ephram Place Subdivision. To recap the project, the original contract was for a lump sum of \$49,956.00 and called for engineering design, bidding, and construction administration and observation. Change Order No. 1 was issued on July 7, 2007 for \$2,300.00 for preparing a soil and erosion control plan for the subdivision. The project was placed on hold after receiving bids due to funding issues. The work remaining work was for construction administration and inspection and the remaining fee totaled \$22,538.00 for those tasks.

Re-Bidding the project is an additional task that was not included in the original scope and will necessitate a Change Order. We would like to offer a lump sump price of \$5,900.00 for providing Engineering Services associated with re-bidding the project as outlined below. Our schedule is such that we could resume work on this project within a week of receipt of the signed Change Order.

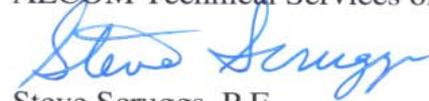
Engineering Services:

1. Update the plans and specifications for the water, sewer, and road systems to reflect the date and County Commissioners.
2. Prepare and issue the Advertisement to Contractor Plan Houses. You will need to place the advertisement in the local paper.
3. Prepare copies of the plans and specifications and issue them to the potential bidders.
4. Conduct the Pre-Bid Conference for Minority Business Participation in Warrenton.
5. Conduct the Bid Opening in Warrenton.
6. Verify the accuracy of the bids and issue a certified bid tabulation.
7. Make a recommendation for award.

If this Scope of Services is agreeable, acceptance of this proposal may be indicated by the Chairman of the Board of Commissioners' signature on the enclosed Change Order. One (1) signed copy returned will serve both as an Agreement between the two parties and as a notice to resume work. If there are any questions, or if additional information is needed, please do not hesitate to contact us.

Sincerely,

AECOM Technical Services of North Carolina, Inc.



Steve Scruggs, P.E.
Project Manager

w/enclosures

Earth Tech Project Number: 92710

Client Contract Number:

Project Title: Ephram Place SubdivisionClient Name: Warren County via Warren Family Phone #: (252) 257-1134
InstituteAttention: Cathy Alston Kearney

Address: P O Box 150

Fax #: (252) 257-2584City: WarrentonState: NCZip: 27589

CHANGE ORDER DESCRIPTION:

This change order is for resuming work on the project and for work associated with re-bidding the project. The work tasks will include updating the plans and specifications, re-advertising the project, conducting a pre-bid conference, receiving bids, preparing a certified bid tabulation and making recommendations for award.

CONTRACT TIME:

Contract completion date prior to this Change Order:

Schedule Increase/Decrease by this Change Order:

Revised completion date including this Change Order:

CONTRACT COST:

Contract Price prior to this Change Order:

\$ 49,956.00

Sum of all previous Change Orders Submitted

\$ 2,300.00

Estimated Cost Increase/Decrease by this Change Order:

\$ 5,900.00

Revised Estimated Contract Price including this Change Order:

\$ 58,156.00

In all other respects, the Agreement remains the same.

APPROVED FOR CLIENT

By: _____

Name (print): Barry RichardsonTitle: Chairman, Board of
Commissioners.Warren County

Date: _____

APPROVED FOR CONSULTANT

By: Jane Ryckman-SiegwarthName: Jane Ryckman-Siegwarth, P.E., DEETitle: District Manager,
AECOM Technical Services of
North Carolina, Inc.Date: June 25, 2009

Meeting Date: August 3, 2009

Agenda Item # 12

SUBJECT: 2008 Annual Settlement and Order to Collect Current Taxes

REQUESTED BY: Robert "Eddie" Mitchum, Tax Administrator

SUMMARY: 2008 Tax Settlement and Order to Collect are submitted for Board authorization.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



2008 TAX YEAR ANNUAL SETTLEMENT

2008 TAX YEAR

ORIGINAL LEVY	\$15,343,156.85
---------------	-----------------

ADDITIONS:

DISCOVERIES	\$ 804,460.09
INTEREST	49,232.90
STATE 3% INTEREST	8,019.78
LIEN ADVERTISING COST	6,032.00
TOTAL	\$16,210,901.62

REDUCTIONS

UNCOLLECTED BALANCE

CASH COLLECTIONS	\$14,742,667.28
RELEASES	590,334.79
TOTAL	\$15,333,002.07
BALANCE OUTSTANDING AT JUNE 30, 2009	\$ 877,899.55
TOTAL	\$16,210,901.62

Warren County Board of Commissioners

State of North Carolina County of Warren County

To the Tax Collector of Warren County:

Pursuant to N. C. G. S. 105-321, you are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Collector and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the County of Warren, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on, seize and sell any real or personal property of such taxpayers, for and on account hereof, in accordance with the law.

Pursuant to N. C. G. S. 105-375, you are further authorized, empowered, and commanded to collect taxes from prior years. This order shall be full and sufficient authority for the Tax Collector to file judgments on real property and request execution on those judgments.

Pursuant to N. C. G. S. 105-367, you are hereby authorized to direct executions to the Sheriff of Warren County to levy on and sell any personal property of taxpayers whose taxes are delinquent for the collection of said taxes. You are further authorized to bid on any real or personal property at the time of the foreclosure sale conducted under N. C. G. S. 105-375.

Witness my hand and official seal this the 3rd day of August, 2009.

Chairman of the Board of Commissioners of
Warren County

ATTEST:

Angelena K. Dunlan

Meeting Date: August 3, 2009

Agenda Item # 13

SUBJECT: Personnel Item

**REQUESTED BY: Elgin Lane, Director
Human Resources**

SUMMARY: The Board of Health recommends appointing Andy Smith, who now serves as Interim Health Director to the permanent position of Warren County Health Director. Salary \$66,000, retroactive to August 1, 2009.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



Telephone:
252-257-7132

Fax:
252-257-5971

www.warrencountync.com

**WARREN COUNTY
HUMAN RESOURCES DEPARTMENT**

P.O. Box 619
Warrenton, NC 27589
Elgin J. Lane
Human Resources Manager
elane@co.warren.nc.us

MEMORANDUM

TO: Warren County Board of Commissioners
FROM: Elgin J. Lane, Human Resources Manager
Elgin J. Lane
DATE: July 31, 2009
RE: Change In Effective Date for Health Director Candidate

This is in follow up to the July 27, 2009 memorandum that I submitted regarding the recommendation of Mr. Andy Smith to fill the vacant Health Director position. I would like to change Mr. Smith's effective date to August 1, 2009.

Thanks in advance for your consideration.



Telephone:
252-257-7132

Fax:
252-257-5971

www.warrencountync.com

WARREN COUNTY HUMAN RESOURCES DEPARTMENT

P.O. Box 619
Warrenton, NC 27589

Elgin J. Lane
Human Resources Manager
elane@co.warren.nc.us

MEMORANDUM

TO: Warren County Board of Commissioners
FROM: *Elgin J. Lane*
Elgin J. Lane, Human Resources Manager
DATE: July 27, 2009
RE: Candidate for Health Director

The Board of Health recommends Mr. Andy Smith to the Board of County Commissioners to fill the vacant Health Director position with a starting salary of \$66,000. Mr. Smith began his employment with Warren County on May 9, 2005 as Environmental Health Specialist and later received a promotion to the position of Environmental Health Supervisor. In addition, Mr. Smith has been serving as Interim Health Director since January 2, 2009.

Contingent upon the approval of the Board of County Commissioners, Mr. Smith has accepted a tentative offer of employment and will be available to start his new duties as Health Director on August 17, 2009.

Your consideration of appointing Mr. Smith to fill this position is greatly appreciated.

Meeting Date: August 3, 2009

Agenda Item # 14

SUBJECT: NCACC Voting Delegate

REQUESTED BY: NCACC Annual Conference

SUMMARY: It is submitted to designate a voting delegate for the above referenced. NCACC Annual Conference takes place August 27-30 in Catawba County. At this time, there are no Commissioners registered to attend.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



Meeting Date: August 3, 2009

Agenda Item # 15

SUBJECT: Adopt 2010 Holiday Schedule

REQUESTED BY:

SUMMARY: 2010 Holiday Calendar is submitted for Board adoption. This schedule is identical to the State's schedule.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



**Proposed
Warren County
2010 Holiday
Calendar**

Holiday	Observance Date	Day of Week
New Year's Day	January 1, 2010	Friday
Martin Luther King Jr.'s Birthday	January 18, 2010	Monday
Good Friday	April 2, 2010	Friday
Memorial Day	May 31, 2010	Monday
Independence Day	July 5, 2010	Monday
Labor Day	September 6, 2010	Monday
Veteran's Day	November 11, 2010	Thursday
Thanksgiving	November 25 & 26, 2010	Thursday & Friday
Christmas	December 24 & 27, 2010	Friday & Monday

Meeting Date: August 3, 2009

Agenda Item # 16-A

SUBJECT: Emergency Medical Services Vehicle Remount

**REQUESTED BY: Christopher Wright, Director
Emergency Services**

SUMMARY: Request Board accept proposal with option from Northwestern Emergency Vehicles to remount a 2002 Ford Type III (Wheel Coach) Ambulance to 2010 G4500 Chevrolet Cutaway Ambulance Package per Warren County Specifications.

FUNDING SOURCE: \$66,297 – EMS Budget

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend Approval – Funds are appropriated in FY 2010 EMS budget to pay for this remount.

NOTES:

POST OFFICE BOX 790
JEFFERSON, NORTH CAROLINA 28640
PHONE: 800-536-8488
FAX: 336-246-8978

July 17, 2009

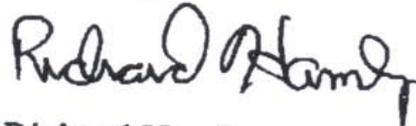
Warren County EMS
Attn: Chris Wright
PO Box 185
Warrenton, NC 27589

Dear Mr. Wright,

I would like to thank you and *Warren County EMS* the opportunity to participate in your selection process for your new Chevrolet G4500 Cutaway Type III Remount Conversion. I have enclosed my bid proposal per the enclosed specifications.

If you have any questions or need further information, please give me a call at (800) 536-8488 or 336-877-0919 (cell). I look forward to working with you on this project.

Sincerely,



Richard Hamby
NWEV—President

Enclosures

NORTHWESTERN EMERGENCY VEHICLES

PO BOX 790

JEFFERSON, NORTH CAROLINA 28640

PHONE: (800) 536-8488

FAX: (336) 246-8978

July 17, 2006

BID PROPOSAL FOR WARREN COUNTY EMS

**2010 CHEVROLET G4500
CUTAWAY CHASSIS**

- UNMOUNT AND MOUNT 2002 WHEELED COACH BOX ONTO NEW CHASSIS WITH NEW MOUNTING HARDWARE
- INSPECT MODULAR BODY AND REPAIR IF NECESSARY
- COMPLETE PAINT JOB W/ STRIPES / ¼ PINSTRIPE
- NEW FLOOR COVERING & TRIM
- NEW DIAMOND PLATE – EXTERIOR
- RUNNING BOARDS W/ GRIP STRUT
- NEW REAR BUMPER & KICK PLATE
- NEW LETTERING
- STARS OF LIFE
- NEW LENS FOR WARNING LIGHTS – (14) 900 SERIES;
(4) 700 SERIES
- NEW LENS FOR FLOOD AND SCENES – (6)
- NEW LENS FOR CORNER LIGHTS – (4)
- RUBBER FENDERETTES
- CHANGE MILITARY 12V PLUGS TO 12V CIG. OUTLETS
- SERVICE REAR A/C UNIT
- NEW 30 AMP TWIST LOCK SHORELINE
- NEW DOME LIGHTS LENS – (8)
- NEW GASS SHOCKS FOR SQUAD BENCH
- REPAIR OR REPLACE ANY DAMAGED PLEXIGLASS
- REMOVE CABINET OVER SQUAD BENCH AND REPAIR

- DIESEL LABEL
- CHECK AND SERVICE INVERTER
- HOSELINE TEMPERATURE CONTROLLED DRAWER
- SHELF IN ALS
- 12V OUTL / CIG STYLE IN ALS
- CPI SIREN SPEAKERS RECESSED IN FRONT BUMPER
- NEW FRONT CONSOLE AND SWITCH PANEL
- ADD-ON CONSOLE W/ GLOVE STORAGE & CUP HOLDERS
- VOLT & AMP GAUGES
- HOUR METER
- NEW CAB INTERIOR TRIM AND UPHOLSTER
- TRANSFER OF TWO WAY RADIOS
- TRANSFER HANDHELD SPOTLIGHT

TOTAL PROPOSED PRICE: \$64,747.00

Remount References for NWEV

Forsyth County

*911 East Fifth Street
Winston-Salem, NC 27101
Contact Name: Clark Tyson
Contact Number: 336-727-2404*

Guilford County EMS

*1002 Meadowood St.
Greensboro, NC 27409
Contact Name: Bob Wray
Contact Number: 336-641-2278*

Stokes County EMS

*PO Box 20
Danbury, NC 27016
Contact Name: Monte Stephens
Contact Number: 336-593-5409 Ext.1702*

Wilkes County EMS

*P.O. Box 187
North Wilkesboro, NC 28659
Contact Name: Gregg Hendren
Contact Number: 336-651-7363*

Yadkin County EMS

*PO Box 998
Yadkinville, NC 27055
Contact Name: Brent Hawks
Contact Number: 336-679-4232*

NORTHWESTERN EMERGENCY VEHICLES

POST OFFICE BOX 790

JEFFERSON, NORTH CAROLINA 28640

PHONE: 800-536-8488

FAX: 336-246-8978

July 21, 2009

Warren County EMS
Attn: Chris Wright & Dennis Paschall
PO Box 185
Warrenton, NC 27589

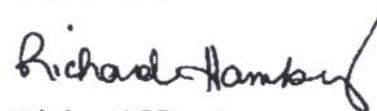
Mr. Wright and Mr. Paschall,

Please find the enclosed information that you have requested. I have been in the ambulance industry for almost 25 years and doing remounts in conjunction with AEV for almost 15 years. AEV does all the mounting and I finish the process from there. AEV inspects it when the unit is completed to make sure all things have been done through the QVM guidelines.

I have enclosed a reference list of some customers that you can call that I have done many remount conversions for, so you can check the quality of my work.

If you have any questions or need further information, please give me a call at (800) 536-8488 or 336-877-0919 (cell).

Sincerely,



Richard Hamby
NWEV—President

Enclosures



WARREN COUNTY Emergency Medical Services

P. O. Box 185
Warrenton, North Carolina 27589



Business
(252) 257-1191
(252) 257-2151

Emergency
911
(252) 257-3456

July 6, 2009

Warren County is obtaining proposals to remount a 2002 Ford Type III (Wheel Coach) Ambulance to a G4500 Chevrolet Cutaway Ambulance Package.

Chassis:

Chevrolet G4500 Chevrolet 159" wheel/base

Wheel Inserts:

Phoenix wheel covers

Module Body:

Dismount and removal of existing module from the Ford chassis / inspect attachment points and repair as needed/ install on new chassis
New paint / skirtline / QRS with heartbeat / 4" belt reflective / (1/4) reflective pin stripe
Chevron placement on rear of unit / delete blue belt on rear doors
Replacement of floor covering
Replacement of dock bumpers and rear bumper / kick plate / skirt rails / running boards with grip struts / etc.
New lettering per county specifications
Replacement of the star of life on roof / sides / rear door glass in the appropriate sizes
New lenses for emergency lights / scene lights / corner lights / etc.
New rubber fender flares
Upgrade military style 12 volt plugs to new 12 volt cigarette style plugs
Service rear Heat/AC unit
New (30) Amp. Shoreline - twistlock
New dome lenses in patient compartment
Replacement of gas struts in the squad bench
Repair and replacement of any broken Plexiglas
Remove cabinet from above the squad bench and upholstery of the wall will be required
Install phone jack in telemetry area / with phone line termination at the console in the cab area
Replacement of all door gaskets
Repair and replacement of door parts / check for adjustment and adjust accordingly
Replacement of fill up "Diesel" label
Service of the vanner inverter
Install Hoseline temperature controlled drawer in bottom of ALS cabinet
Add an additional shelf within the ALS cabinet
Add a new 12 volt cigarette style plug in the ALS cabinet - (upper shelf area)

CAB:

New speakers and housing for a Chevrolet chassis
Replacement of switches as required / air horn wired as original specifications
New console with glove, cup holder and storage
Replacement of the volt and amp gauge
Replacement of the hour meter
Retain cab upholstery and trim for Chevrolet chassis
Transfer of two-way radio and front control mounted on console per county specification
Transfer of spotlight

OPTION:

Whelen siren upgrade to a Federal Signal EQ2B system \$1,550.00

DELIVERY DAYS: 60 to 90 Days

SERVICE AVAILABILITY: On the Road Service through Warranty Period

WARRANTY INFORMATION: CHEV WARRANTY: 3 Years / 36,000 miles
CONVERSION WARRANTY: 12 Months

Participant in the Ford Ambulance Qualified Vehicle Modifier Program (Y^X N__)

INSURANCE COVERAGE AMOUNT: 1,000,000.00

This unit may be seen at Warren County Emergency Services Building, located at 540 West Ridgeway Street in Warrenton for clarification and/or issues indicated within this proposal. In addition, an appointment can be scheduled by calling Chris Wright or Dennis Paschall at 252-257-1191 to review this unit.

ACORD CERTIFICATE OF LIABILITY INSURANCE

OF ID NO. 00000000

DATE (MM/DD/YYYY) 05/21/09

PRODUCER

MILLER INSURANCE AGENCY
 P O BOX 390
 WEST JEFFERSON NC 28694
 Phone: 336-246-7151 Fax: 336-246-5138

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

NAIC #

INSURER A	EMPLOYERS MUTUAL INS. CO.	
INSURER B		
INSURER C		
INSURER D		
INSURER E		

NORTHWESTERN EMERGENCY
 VEHICLES, INC
 P O BOX 790
 JEFFERSON NC 28640

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

DESCRIPTION OF COVERAGE	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR <input type="checkbox"/> GENL AGGREGATE LIMIT APPLIES PER POLICY <input type="checkbox"/> PER OCCUR <input type="checkbox"/> LOG				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTO <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	2E2-45-21-09	04/27/09	04/27/10	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	GARAGE LIABILITY <input checked="" type="checkbox"/> ANY AUTO	2E2-45-21-09	04/27/09	04/27/10	AUTO ONLY - EA ACCIDENT \$ 1,000,000 OTHER THAN EA ACCIDENT \$ 3,000,000 AUTO ONLY: AGG \$ 1,000,000
	UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER/SALESPERSON <input type="checkbox"/> Type describe under SPECIAL PROVISIONS below OTHER	2E2-45-21-09	04/27/09	04/27/10	<input checked="" type="checkbox"/> WORKERS COMPENSATION <input type="checkbox"/> EMPLOYERS LIABILITY EL EACH ACCIDENT \$ 100,000 CL DISEASE - EA EMPLOYEE \$ 100,000 EL DISEASE - POLICY LIMIT \$ 500,000
A	PHYSICAL DAMAGE	2E2-45-21-09	04/27/09	04/27/10	DEALER BR 200,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER

CANCELLATION

NORTHWESTERN
NORTHWESTERN EMERGENCY VEHICLE
P.O. BOX 790
WEST JEFFERSON NC 28694

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL **30** DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO DELIATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.
 AUTHORIZED REPRESENTATIVE
LEWIS W SHEPHERD

Other Bids Received:

**\$70,208 - Southern Specialty Vehicles, Inc. of West
Jefferson, NC**

**\$77,326 - Select Custom Apparatus, Inc.
Falkland, NC**

Meeting Date: August 3, 2009

Agenda Item # 16-B

SUBJECT: Emergency Medical Services Vehicle Remount

**REQUESTED BY: Christopher Wright, Director
Emergency Services**

SUMMARY: Request authorization from Board to declare surplus and sale chassis of 2002 E450 Ford 158 Super Duty Cutaway (ID # 4386) through GovDeals Online Auction once remount is completed.

FUNDING SOURCE:

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval.

NOTES:

Meeting Date: August 3, 2009

Agenda Item # 17

SUBJECT: Award Bid for National Guard Armory Project

REQUESTED BY: Linda T. Worth, County Manager

SUMMARY: Bid opening held on 7/28/09 at 2:00 p.m. Bids are being reviewed by Killian Engineering for accuracy. Information will be presented at the meeting.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



Meeting Date: August 3, 2009

Agenda Item # 18-A

SUBJECT: Schedule Public Hearings

**REQUESTED BY: Marshall Brothers, Director
Public Works**

SUMMARY: Schedule public hearing for Monday, September 14, 2009 at 9:30 am to hear citizen comments regarding proposed Warren County Solid Waste Management Plan for July 1, 2009 to June 30, 2019.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: August 3, 2009

Agenda Item # 18-B

SUBJECT: Schedule Public Hearings

REQUESTED BY: Linda T. Worth, County Manager

SUMMARY: Schedule public hearing for Monday, September 14, 2009 at 9:45 am to hear citizen comments regarding proposed amendments to the Warren County Abandoned Manufactured Home Ordinance.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



Meeting Date: August 3, 2009

Agenda Item # 19

SUBJECT: Resolution Supporting the Application by the NC Department of Transportation for Funds Under the American Recovery and Reinvestment Act and Annual Federal Budgetary Appropriations to Accelerate the Development of the Southeast High Speed Rail Corridor

**REQUESTED BY: Peggy Richardson, Interim Director
Economic Development**

SUMMARY: Submitted for Board's review and adoption.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

RESOLUTION
SUPPORTING THE APPLICATION
BY THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION FOR FUNDS UNDER THE
AMERICAN RECOVERY AND REINVESTMENT ACT AND ANNUAL FEDERAL BUDGETARY
APPROPRIATIONS TO ACCELERATE THE DEVELOPMENT OF THE SOUTHEAST HIGH SPEED RAIL
CORRIDOR

WHEREAS, the United States Department of Transportation designated the Washington-Richmond-Raleigh-Charlotte rail corridor for future high-speed rail development in 1992; and

WHEREAS, a system of corridors have been designated nationally by the United States Department of Transportation, one being the Southeast Corridor, as the above described system is known; and

WHEREAS, extraordinary economic and population growth in the Southeast region requires a comprehensive, multi-modal transportation system; and

WHEREAS, high speed rail service will provide business and leisure travelers with a competitive alternative to air and automobile for trips between 100-500 miles; and

WHEREAS, much existing rail right of way is already in place which could accommodate improvements to passenger rail service; and

WHEREAS, construction of a high speed rail corridor between Washington, DC and Charlotte NC through the Triangle region will provide transportation options, ease the rate of congestion growth in the corridor, improve safety and energy effectiveness, improve air quality and improve transportation efficiency while minimizing impacts; and

WHEREAS, an adjacent multimodal trail that would be constructed in conjunction with the Southeast Corridor north of Raleigh will create an additional multimodal travel option; and

WHEREAS, the North Carolina Department of Transportation has been actively planning for and investing in the proposed Southeast Corridor in cooperation with the Virginia Department of Transportation and other partners;

NOW, THEREFORE, BE IT RESOLVED by the Warren County Board of Commissioners:

That the Warren County Board of Commissioners supports the application by the North Carolina Department of Transportation (NCDOT) for funding from both the American Recovery and Reinvestment Act as well as from annual federal budgetary appropriations in order to accelerate the planning, land acquisition and construction investments needed to help make the full implementation of the Southeast High Speed Rail Corridor a reality.

This, the 3rd day of August, 2009

Warren County Board of Commissioners

Barry Richardson, Chairman

Meeting Date: August 3, 2009

Agenda Item # 20-A

SUBJECT: Personnel Matters

REQUESTED BY: Commissioner William Davis

**SUMMARY: Position change and salary adjustment for Grounds Maintenance
Personnel is proposed.**

FUNDING SOURCE:

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



Meeting Date: August 3, 2009

Agenda Item # 20-B

SUBJECT: Personnel Matters

REQUESTED BY: Commissioner William Davis

SUMMARY: Salary adjustment for Board of Elections Personnel is proposed

FUNDING SOURCE:

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



Meeting Date: August 3, 2009

Agenda Item # 21

SUBJECT: Child Support Enforcement Contract

REQUESTED BY: Sheriff's Office

SUMMARY: NC Department of Health & Human Services Division of Social Services submits Amendment # 1 to increasing FY 2010 Contract allocation by \$51,215 to \$101,512 for this program year.

\$33,802 Title IV-D Federal Funds 66%

\$17,413 County Match 34%

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

STATE OF NORTH CAROLINA
COUNTY OF WAKE

AMENDMENT # 1
CONTRACT # 00179-09

This Agreement amends the contract bearing the effective date of July 1, 2008 between the North Carolina Department of Health and Human Services, Division of Social Services, hereinafter referred to as the "Division" and Warren County Commissioners and Sheriff of Warren County, hereinafter referred to as the "Contractor." This Amendment is hereby effective on July 1, 2009.

As provided for under the terms of this contract, the Division and the Contractor agree to amend the following contract provisions:

1. Reference Section 3. "Effective Period": The termination date of June 30, 2009 is changed to June 30, 2010.
2. Reference Section 5. "Division's Duties": The total amount paid by the Division to the Contractor is increased by \$51,215, from \$50,297 to \$101,512. This amended amount consists of \$33,802 Title IV-D, Federal Funds at 66%, CFDA # 93.563; and \$17,413 in County Funds at 34%.

All other terms and conditions as set forth in the original contract document shall remain in effect for the duration of this Agreement.

In Witness Whereof, the Division and the Contractor have executed this Amendment in duplicate originals, one of which is to be retained by each of the parties.

Sheriff of Warren County
Johnny M. Williams
Signature _____ Date _____
Printed Name _____ Title _____

Witness
Signature _____ Date _____
Printed Name _____ Title _____

Warren County Commissioners
Signature _____ Date _____
Printed Name _____ Title _____

Witness
Signature _____ Date _____
Printed Name _____ Title _____

Division of Social Services, North Carolina Department of
Health and Human Services

Signature _____ Date _____
Printed Name _____ Title _____



North Carolina Department of Health and Human Services
Division of Social Services

Child Support Enforcement

Post Office Box 20800, Raleigh, NC 27619-0800 Courier # 55-41-12
Telephone (919) 255-3800

Beverly Eaves Perdue, Governor
Lanier M. Cansler, Secretary

Sherry S. Bradsher, Director

Budget Narrative

**Sheriff of Warren County
Contract # 00179-09**

This Budget Narrative of the aforementioned Contract is to provide service of process to the agency in actions that are necessary in certain Child Support Enforcement functions. Therefore the funding for this Budget is increased by \$51,215 from \$50,297 to \$101,512 for State fiscal year July 1, 2009 thru June 30, 2010.

	Yr-1	Yr-2	Total
A. Salary	\$ 27,795	\$ 27,795	\$55,590
1 Deputy: 100% of their time spent on program activities to provide service of process for CSE cases.			
B. Fringes	\$10,685	\$ 11,420	\$ 22,105
FICA 7.65%	\$1,724	\$ 1,724	\$3,448
Medicare	\$ 403	403	806
Retirement 4.93	\$1,351	\$ 1,369	\$2,720
401K 5.0%	\$1,390	\$ 1,390	\$2,780
Medical Ins \$5,400/yr	\$4,573	\$ 5,400	\$9,973
Worker Comp 4.08%	\$1,244	\$ 1,134	\$2,378
C. Travel	\$11,817	\$12,000	\$23,817
47,163 @ .505/mi			
D. Equipment	0	0	0
E. Service Payments	0	0	0
F. Other	0	0	0
TOTAL:	\$50,297	\$51,215	\$ 101,512

Provider Signature: Johnny M. Wilkins 4/24/09
Date

Mission Statement

To consistently collect as much child support money as possible for the benefit of North Carolina's children
An Equal Opportunity / Affirmative Action Employer

Meeting Date: August 3, 2009

Agenda Item # 22-A

SUBJECT: County Manager

REQUESTED BY:

SUMMARY: Report on Contracts Approved by County Manager:

*** Solid Waste Department – Resolve Environmental Services - \$7,000**

*** Department of Social Services – Maximus Consulting Services - \$1,675**

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: July 27, 2009
RE: Notice of Contracts Executed by the Manager

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

Solid Waste Department

Resolve Environmental Services, PLLC
410 East Franklin St.
Monroe, NC 28112

Agreement to conduct the semi-annual groundwater and surface water sampling and analyses at the Warren County closed sanitary landfill. Sampling events will occur in August 2009 and February 2010. The scope of services is outlined in the attached agreement. The cost of these services is \$7,000. Funds are appropriated in the FY 2010 Solid Waste budget to pay for this annual contract.

Department of Social Services

Maximus Consulting Services
700 Ackerman Road, Suite 150
Columbus, OH 43202

Software Maintenance Agreement for 12-month period, July 1, 2009 through June 30, 2010, for the use of Time & Effort Calculation System and Quarterly Information Consolidation System software. The cost of this maintenance agreement is \$1,675. Funds are appropriated in the FY 2010 DSS Administration budget to pay for this annual contract.

Please advise if there are any questions or concerns regarding this matter.

Attachments

Resolve Environmental Services, PLLC

410 East Franklin Street
Monroe, NC 28112
704-289-5881

July 1, 2009

Mr. Marshall Brothers
Warren County Solid Waste Department
559 Baltimore Road
Warrenton, North Carolina 27589

**Re: Proposal 2551 (revised)
Proposal to Conduct August 2009 & February 2010
Semi-Annual Groundwater and Surface Water Sampling Events
Warren County Closed Sanitary Landfill
Warrenton, North Carolina**

Dear Mr. Brothers:

Resolve Environmental Services, PLLC (Resolve) respectfully submits this proposal to continue conducting the semi-annual groundwater and surface water sampling and analyses at the Warren County closed sanitary landfill located in Warrenton, North Carolina. The groundwater sampling activities will be conducted in general accordance with the North Carolina Department of Environmental and Natural Resources (DENR), solid Waste Management Rules. The proposed Scope of Services and an associated cost estimate are presented below.

Scope of Services

Groundwater samples will be collected from the four on-site monitor wells and surface water will be collected from the three designated sampling points. Prior to collecting groundwater samples, the water level will be measured to the nearest 0.01 feet in each well. The monitor wells will then be purged of three well volumes or until dry using a Teflon® baler and new nylon rope and sampled in accordance with DENR accepted protocol. Each monitor well will be sampled for Appendix I constituents and pH, specific conductance and temperature. Unless otherwise directed by Warren County personnel, the purge water will be disposed of at the respective well heads.

The surface water samples will be collected from the three designated sampling points in accordance with DENR accepted protocol. These surface water samples will also be analyzed for Appendix I constituents.

In conjunction with the monitor well and surface water sampling activities, Resolve personnel will collect a sample (if possible) from the tap at the water supply well located adjacent to the Warren County Landfill. This sample will be collected in accordance with accepted protocol and analyzed for Appendix I volatile organic compounds (VOCs). One equipment blank and one trip blank will be analyzed for Appendix I VOCs for quality control purposes.

The laboratory analyses will be conducted by a North Carolina certified laboratory following Level 1 (standard) QA/QC procedures and standard turnaround times.

Following receipt of the analytical data, Resolve will prepare a letter report that will include tables, figures and a brief summary of the groundwater quality at the site. The report will be submitted to Warren County for review and approval prior to submission to the DENR. The report will be prepared under the direction of a North Carolina Licensed Geologist.

Compensation

Based on previous experience and Resolve's 2009-2010 rates, Resolve estimates the costs associated with this project to be \$3,500 per event, totaling \$7,000.00. Resolve proposes to complete the above Scope of Services on a Time and Materials basis. We will not exceed the estimated costs without prior approval from Warren County. The attached Services Agreement is an integral part of this proposal.

If this proposal is acceptable to you, please indicate your agreement by having an authorized officer sign at the bottom of the Services Agreement and return to us. Please fax the signed page to Resolve via facsimile number (704) 292-2910.

If after reviewing this proposal you have any questions or need additional information, please do not hesitate to call.

Sincerely,
Resolve Environmental Services, PLLC



Laura Minor
Operations Manager

PROFESSIONAL SERVICES AGREEMENT

In Reference to Proposal 2551

I. SERVICES. **Resolve Environmental Services, PLLC** (Resolve) proposes to perform the services for the undersigned client (“CLIENT”) at the fees and costs set forth in the scope of services and cost proposal attached hereto and incorporated herein by reference (the “Services”). RESOLVE represents and warrants that the Services will be performed in a manner consistent with customary industry standards. No other representation, warranty, or guaranty, expressed or implied, is intended.

II. FEES. RESOLVE reserves the right to revise its fee schedule subject to thirty (30) days written notice. In the event RESOLVE revises its fee schedule, CLIENT shall have fifteen (15) days from receipt of notice of the revision to determine whether to terminate this Agreement. Any revision to the Services shall be pursuant to a written change order agreed to in advance by CLIENT and made a part of this Agreement.

III. CONFIDENTIALITY. The Services are solely for the benefit of CLIENT. This Agreement shall not be construed as creating any contractual relationship of any kind between RESOLVE and any third party. The information and materials provided by RESOLVE to CLIENT in connection with the Services shall be utilized by CLIENT only for the purposes contemplated by this Agreement, and shall not be provided by CLIENT to third parties without the prior written consent of RESOLVE, except that RESOLVE agrees that information and materials provided by RESOLVE to CLIENT may, if required, be provided to and used by governmental regulatory agencies, CLIENT’s attorneys, and pursuant to any valid court order. RESOLVE agrees that all reports and other documents prepared for CLIENT pursuant to this Agreement are the property of CLIENT. RESOLVE also agrees that it will not disclose to any third party any documents, reports, laboratory data or other information generated, created or produced for CLIENT pursuant to this Agreement unless required by law, pursuant to a valid court order, or upon written instruction of CLIENT.

IV. CLIENT DISCLOSURES. CLIENT shall notify RESOLVE of any known or suspected hazardous substances or conditions on the property upon which the Services are to be performed which in anyway relate to or affect the Services and RESOLVE shall have the right to rely on the accuracy of such CLIENT-furnished information. Thereafter, RESOLVE shall take all reasonably necessary and appropriate measures to protect its employees, agents and subcontractors against such possible hazards and to prevent adverse impacts to the environment. The cost of such measures shall constitute a revision to the Services and shall be managed in accordance with Section II of this Agreement.

V. RIGHT OF ENTRY. RESOLVE is to have free access to the applicable properties at the times and on the dates Services are scheduled. Delays to RESOLVE are subject to waiting time charges to the extent such delays are caused by CLIENT or its employees, contractors or agents. RESOLVE shall take reasonable and customary precautions to prevent damage to CLIENT’s property. CLIENT understands that the discovery of certain hazardous substances and conditions and/or the taking of preventive measures relative to these substances and conditions may result in a reduction of the value of the property upon which the substance or condition is found to exist or on which the preventative measures are taken. Accordingly, CLIENT waives any claim against RESOLVE and its subcontractors and agrees to defend, indemnify and hold RESOLVE and its subcontractors harmless from any claim based upon the diminished value of real property allegedly arising from the discovery of a hazardous substance or condition or the taking of a preventive measure, unless such claim is based upon RESOLVE’s gross negligence.

VI. INDEMNIFICATION. RESOLVE will defend, indemnify and hold harmless CLIENT and its representatives, agents, employees and successors and assigns from and against any and all claims, suits, actions, losses, penalties, fines and damages of any nature whatsoever, including reasonable attorney's fees, expert witness fees, consultant fees and court costs (collectively "Legal Claims and Costs") arising or resulting from (1) RESOLVE's breach of this Agreement; and/or (2) RESOLVE's negligence or intentional misconduct. In addition to the specific provisions set forth above, CLIENT will defend, indemnify and hold harmless RESOLVE and its representatives, agents, employees and successors and assigns from and against any and all Legal Claims and Costs arising or resulting from (1) CLIENT's breach of this Agreement; and/or (2) CLIENT's negligence or intentional misconduct, and (3) the existence of any hazardous substance or condition at any site(s) where Services are performed, unless the negligent conduct of RESOLVE exacerbates and causes the spread of such hazardous substance(s) or the development of such hazardous condition.

VII. PAYMENT TERMS CLIENT agrees to pay all charges as set forth in the **RESOLVE Proposal #2551**. Payment terms are net 30 days from receipt of invoice. Late payments are subject to a finance charge of 1.5% per month (18% annually).

VIII. COMPLETE AGREEMENT. This Agreement, along with its attachments, including the **RESOLVE Proposal #2551** incorporates all of the provisions and contemporaneous discussions, representations, understandings, and agreements between the parties with respect to the subject matter of this Agreement. The terms and conditions expressed in this Agreement shall not be altered except in writing, signed by both parties.

IX. APPLICABLE LAW. This Agreement is governed by, and will be construed in accordance with the laws of the state where such property is located.

Executed as of the latest date set forth below.

RESOLVE:

RESOLVE ENVIRONMENTAL SERVICES, PLLC

By: Laura Munin

Date: 7-1-09

CLIENT:

**WARREN COUNTY SOLID WASTE
DEPARTMENT**

By: Tim J. Wirth

Date: 7/13/09

It is understood that payment for the contracted work is due within 30 days from receipt of Report, additional costs will be incurred if delay in payment greater than 30 days due to real estate closing, etc.

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

By: [Signature]
7-9-09

This Software Maintenance Agreement ("Agreement") is made and entered into between MAXIMUS Consulting Services, Inc. a wholly owned subsidiary of MAXIMUS, Inc. (MAXIMUS), a Virginia corporation ("MAXIMUS"), on July 1, 2009 (effective date) and Warren County DSS ("Licensee") under the Software License Agreement (SLA) dated 11/5/1998. The terms and conditions of the Master Agreement are incorporated herein by reference. In the event of any conflict between the Master Agreement and this Agreement, the SLA shall prevail.

MAXIMUS and Licensee are sometimes referred to herein as the "Parties" or individually as a "Party".

WHEREAS: Licensee has acquired the use of **Time & Effort Calculation System (TEC)** and the **Quarterly Information Consolidation System (QuIC)** (the "System") in accordance with the Software License Agreement between MAXIMUS and Licensee and any amendments thereto, and Licensee desires to acquire on-going maintenance in accordance with the terms set forth in this agreement;

NOW, THEREFORE, for and in consideration of the foregoing recitals, the agreements and undertakings hereinafter provided and other good and valuable consideration, the receipt and sufficiency of which is acknowledged by MAXIMUS and Licensee MAXIMUS hereby agrees to provide software maintenance services to the Licensee under the following terms and conditions.

1. SOFTWARE MAINTENANCE FEES.

(a) Licensee shall pay MAXIMUS a fee of \$ 1,675.00 for the 12 month period specified herein. The fee shall be payable on the execution of this agreement for the period from July 1, 2009 through June 30, 2010.

(b) In the event Licensee fails to renew this agreement for any year, the fee set forth herein shall not apply to any subsequent agreement for software maintenance. MAXIMUS shall determine the applicable fee which shall not be less than the then annual fee plus seventy-five percent (75%) of the fee charged for each year that a maintenance agreement was not in effect.

2. TERM. The minimum term for this agreement shall be from July 1, 2009 through June 30, 2010. Licensee shall have the option to extend this agreement on a year-to-year basis by paying the current annual fee of \$ 1,675.00 or, if the fee is raised by the MAXIMUS, the then current annual fee. Failure to pay the annual renewal fee within thirty (30) days prior to the beginning of the fiscal year or within thirty (30) days of execution hereof if for a partial year shall constitute cancellation of the Agreement by the Licensee. In addition, MAXIMUS may terminate the Agreement at the end of any period, with or without cause.

3. SERVICES UNDER THIS AGREEMENT. MAXIMUS agrees to provide the Licensee with any updates and modifications to the System and to correct any problems with the System software that are made generally available to Licensees of the System pursuant to an applicable Maintenance Agreement. Under the terms of this Agreement, Licensee is entitled to telephone advice concerning questions on the System's operation. In the event additional services are requested by Licensee outside the foregoing scope of services, additional training and professional assistance shall be billed at then current professional fees plus expenses. This Agreement does not cover problems outside of the System. Expenses associated with Licensee's attendance at the group meetings are the sole responsibility of the Licensee.

4. WARRANTIES. MAXIMUS GRANTS NO WARRANTIES, EITHER EXPRESS OR IMPLIED, IN RESPECT TO THE SYSTEM. ALL IMPLIED WARRANTIES INCLUDING, BUT NOT LIMITED TO, THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ARE HEREBY EXPRESSLY EXCLUDED.

5. TERMINATION. In the event of termination for any reason, Licensee agrees to provide written certification to the original and any copies of all or any portion of the System affected by the termination have been destroyed or, MAXIMUS provides notice to Licensee, Licensee shall deliver the original and any copies of the System to MAXIMUS within ten (10) days of Licensee's receipt of such notice. Either party may terminate this Agreement if the other party has breached any of its material obligations hereunder, and such breach has not been cured within thirty (30) days of receipt of written notice specifying the nature of the breach.

6. AMENDMENTS.

(a) Agreement. Any modification or amendment of this Agreement must be in writing and signed by the parties.

(b) License. MAXIMUS reserves the right to modify or amend the System. Licensee shall have no right to modify or amend the System, or to merge it into another work, without the prior written consent of the MAXIMUS.

7. LIMITATION OF LIABILITY. MAXIMUS total aggregate liability hereunder shall not exceed fees paid under this agreement. In no event shall MAXIMUS be liable for indirect, special, incidental, punitive and consequential damages.

8. NOTICE. Any notice or consent required to be given in accordance with this Agreement shall be in writing and shall be either (i) actually delivered to the party thereto entitled or (ii) mailed, with first class postage prepaid, to the address of the party entitled thereto hereinafter set forth, by certified mail, return receipt requested:

MAXIMUS:
MAXIMUS Consulting Services
700 Ackerman Road, Suite 150
Columbus, OH 43202
Attn: Mitch McGaw

LICENSEE:
Warren County DSS
307 North Main Street
Warrenton, NC 27589

A notice shall be deemed to be received (i) on the date of its actual receipt by the party thereto and (ii) on the date as reflected on the United States Postal Service return receipt form and if said return receipt form is not signed by the party to whom notice is to be given, upon the date of the first attempted delivery as reflected thereon.

9. COMPLETE AGREEMENT. This Agreement and the License Agreement represent the entire and integrated agreement between the parties and supersede all prior negotiations, proposals, communications, understandings, representations or agreements, either written or oral, express or implied. All amendments or modifications of this Agreement shall be binding upon the parties despite any lack of consideration so long as the same shall be in writing and executed by the parties hereto.

IN WITNESS WHEREOF, the parties have set their hand and seal the date and year first above written.

Warren County DSS
BY: Jeffrey Woodard
Jeffrey Woodard
(PRINTED NAME)
Director
(TITLE)

MAXIMUS Consulting Services
BY: Dan Hiatt
Dan Hiatt
(PRINTED NAME)
Director of Compliance
(TITLE)

BOARD OF COUNTY COMMISSIONERS:

Departmental Official Linda T. Worth
Signature Linda T. Worth
Title County Manager
Date 7/16/09

Meeting Date: August 3, 2009

Agenda Item # 22-B

SUBJECT: County Manager's Report

REQUESTED BY:

SUMMARY: Manager's Status Report for July 2009

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: July 29, 2009
RE: July Status Report

Following is a recap of my work activities for the month of July 2009:

Administration

- Prepared for and attended Board of County Commissioners Regular Meeting (7/6/09)
- Participated in Triangle North Conference Call to discuss Oversight Agreement (7/7/09)
- Met with Marshall Brothers, Solid Waste Director, Ken Krulik, Planning Director, Andy Smith, Interim Health Director, and Bobby Spicher, Code Enforcement Officer, to discuss amending the Abandoned Manufactured Housing Ordinance to conform with requirements of Solid Waste Act to be able to receive funding from State to help abate abandoned manufactured housing (7/7/09)
- Participated in Health Director Interviews with the HR Manager and members of the Health Board (7/8/09)
- Met with Jana Martin, new Chamber Executive Director (7/8/09)
- Attended FEMA Board Meeting (7/9/09)
- Attended RTCC/RTAC Board Meeting along with Vice Chairman Ross and Ken Krulik, Planning Director (7/9/09)
- Attended Kerr Lake Regional Water System Advisory Board Meeting (7/13/09)
- Bid opening for CDBG Water Hook-Up Project (7/14/09)
- Met with Bill Cowan of McGill Associates Engineers to discuss possible funding sources for the Wastewater Treatment Plan Rehab project (7/15/09)
- Met with Dr. Spain, Iris Ginn, Schools Finance Director, and Barry Mayo, County Finance Director, to discuss New Tech School capital project (7/16/09)
- Walked through the Detention Center with Detention Center Administrator, Sheriff Johnny Williams, Charles Ayscue, Buildings & Grounds Manager, and Charles Williams, Maintenance Supervisor, to view areas of concern reported by State Jail Inspector (7/16/09)
- Met with Elma Greene, Animal Control Director, to discuss Animal Shelter issues and concerns (7/16/09)
- Met with Barry Mayo, Finance Director, and Charles Ayscue, Buildings & Grounds Manager to discuss new capital projects costs (7/17/09)
- Met with Laverne DeShields, Senior Center Administrative Assistant, to discuss issues and concerns at the Center (7/17/09)
- Annual Leave: July 20 – 24, 2009
- Bid opening for CDBG Water Hook-Up Project (7/28/09)
- E-911 Advisory Committee meeting to receive final report from Radio Communications Consultants on fire radio system improvements (RCC) 7/29/09)
- Personnel Committee Meeting to review applications for Senior Center Director position (7/30/09)
- NC Flood Plain Mapping Meeting with State and Local Officials (7/30/09)

Project Updates

National Guard Armory 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

Former Library Building and Mental Health Building Renovation Projects

Bids will be received and opened at 12:00 noon on 7/30/09 for the following components of the former Library in-house building renovation project: a) electrical b) mechanical c) flooring and d) replacement windows. Once funding is secured, this project and the Mental Health Building accessibility renovations will begin.

EMS Satellite Facilities

Bids will also be received and opened at 12:00 noon on 7/30/09 for this in-house new construction project for the following components: a) plumbing b) mechanical c) electrical d) flooring and e) concrete work. Once funding is secured, construction on these two facilities will begin.

Soul City Pump Station Rehab Project

The construction bid was awarded by the Board of County Commissioners on 7/6/09 to H. G. Reynolds Construction Company. Due to the delay of this project for several years, the Rural Center will be reauthorizing the grant funding for this project at their Board meeting in August, 2009. Construction is anticipated to begin in September 2009.

Other Activities

- In-Studio Guest on WARR Radio's "The Show" Program (7/11/09)
- Participated in Memorial Library Summer Reading Program Celebration (7/31/09)

August 3, 2009

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

