

***WARREN COUNTY
BOARD OF COMMISSIONERS***

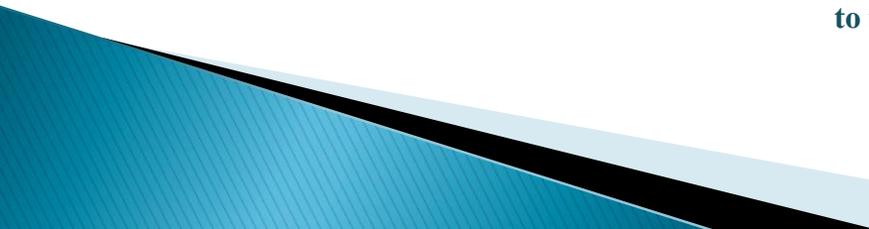
May 3, 2010

10:00 AM – Regular Meeting

**WARREN COUNTY COURTHOUSE
MAIN STREET, WARRENTON, NC**

Prepared by

**Angelena Kearney-Dunlap
NC Certified County Clerk
to the Board of Commissioners**



Cancelled

9:45 am

**Community Development Block Grant
(08-C-1865)**

Water Hook-Up Close Out Public Hearing

Cancelled



10:00 am
Call to Order May 3, 2010
Regular Monthly Meeting
By
Chairman or Designee

Moment of Silence

Conflict of Interest Disclaimer



- ▶ *“Members of the County Board of Commissioners are advised, hereby, of their duty under the State Government Ethics Act to avoid conflicts of interest and the appearance of such conflict; and, further, are instructed to refrain from participating in any matter coming before this Board of County Commissioners with respect to which there is a conflict of interest or appearance of such conflict”.*
 - ▶ In accordance with the State Government Ethics Act, it is the duty of every Board member to avoid both conflicts of interest and appearances of conflict.
 - ▶ Does any Board member have any known conflict of interest or appearance of conflict with respect to any matter coming before this Board today?
 - ▶ If so, please identify the conflict and refrain from any undue participation in the particular matter involved.
- 

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.

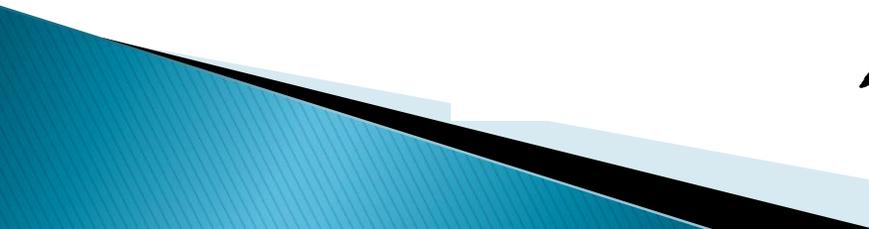
Any group of people who support or oppose the same position should
designate a spokesperson.

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: May 3, 2010

Agenda Item # 5

SUBJECT: Adopt May 3, 2010 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
May 3, 2010 REGULAR MONTHLY MEETING
OF THE WARREN COUNTY BOARD OF COMMISSIONERS
Warren County Courthouse, Main Street
WARRENTON, NORTH CAROLINA***

9:45 AM – Public Hearing – CANCELLED

1. Call to Order Regular Monthly Meeting – 10:00 am by Chairman
2. Moment of Silence
3. Conflict of Interest Disclaimer
4. Citizen Comments
5. Adopt May 3, 2010 Suggested Agenda
6. Consent Agenda
 - A. Approve Minutes of April 5, 2010 Regular Meeting
 - B. Interest Income Report – Finance Director Barry Mayo
 - C. Tax Collector’s Report – Tax Administrator Robert Mitchum
 - D. Tax Release Requests (Over \$100) – Tax Administrator Robert Mitchum
Tax Release Requests (Under \$100) - “ “ “ “
 - E. DOT Petition Request – Add Linwood-Kearney Rd in Carter Estates to the State Maintained System
 - F. Proclaim “May 2010 Older Americans Month”
7. Amendment # 17 to FY 2009-2010 Warren County Budget Ordinance – Barry Mayo
8. Appointments to Boards/Commissions/Committees
 - A. ABC Commission: Reappoint Clarence Jones
 - B. Library Board of Trustees: E.T. Malone, C.W. White, L.R. Boyd, F.L. Boyd, M.W. Clanton,
W. Ryan & M.S.C. Johnson

8. C. Work First Board: M. MacBride, C.R. Kearney, G.H. Tunstall, J. Stricek & J. Batts
D. Appoint Noise Ordinance Review Committee: N. Paschall, L. Rodwell, G. Kimble, County Manager, Sheriff, 2 Commissioners (& County Attorney Ex-officio)
9. Discussion of Tax Issue by Thomas H. McCaffity
10. Approve Juvenile Crime Prevention Council (JCPC) 2010-11 County Funding Plan
 - A. Program Funding Allocations
 - B. JCPC Administrative Budget
11. Award Health Insurance Contract for County Employees – Elgin Lane
12. Consider Proposed “Warren County Ethics Policy for Officials”
13. Consider amendment to Board of Commissioners meeting schedule
14. Declare Surplus Property and authorize sale via GovDeals Auction – Fred Papa
15. Community Development Block Grant Program
 - A. Ephraim Place Project #03-C-1187 Fair Housing Plan – Cathy Alston-Kearney
 - B. Quarterly Reports for CDBG Water Hook-Up Project (08-C-1865)
16. County Manager – Linda T. Worth
 - A. Report of Contracts Executed
 - B. County Manager’s April 2010 Report
 - C. FY 2010-2011 Budget Presentation
17. Adjourn Meeting

**Closed Session in accordance with
G.S. 143-318.11(a)(6)
Contract Negotiation**

Meeting Date: May 3, 2010

CONSENT AGENDA Item # 6A

SUBJECT: Approve Minutes

REQUESTED BY: Clerk to the Board

SUMMARY: Approve Minutes of April 5, 2010 Regular Meeting

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



Approve Minutes of April 5, 2010: Regular Meeting

Minutes have been provided by e-mail to Board members, County Manager and County Attorney prior to the meeting.

Minutes will be posted on Warren County web site after adoption at www.warrencountync.com

Meeting Date: May 3, 2010

CONSENT AGENDA Item # 6B

SUBJECT: Approve Interest Income Report

REQUESTED BY: Barry Mayo, Finance Director

SUMMARY: Interest Income Report for the month of March 2010 is submitted for the Board's information.

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 March 2010**

FUND	MARCH INCOME	FISCAL YEAR TO - DATE
General	845.31	11,703.73
Revaluation	8.86	164.31
E 911 Telephone System	27.00	1,030.46
Buck Spring Project	18.86	441.10
Ambulance Storage Facility	0.26	6.01
Library Building Project Fund	1.40	5.42
National Guard Armory	1.17	177.08
Regional Water Enterprise Fund	23.75	657.20
District 1 Enterprise Fund	43.22	880.23
Solid Waste	27.96	347.12
District II Enterprise Fund	40.78	798.03
District III Capital Project Fund	10.67	301.52
District III Phase II BANS	0.25	5.76
District III Enterprise Fund	32.22	372.26
Soul City Pump Station Improvements	0.26	6.15
District II Phase II	0.86	13.57
	1,082.83	16,909.95

Meeting Date: May 3, 2010

CONSENT AGENDA Item # 6C

SUBJECT: Approve Tax Collector's Report

REQUESTED BY: Robert E. Mitchum, Tax Administrator

SUMMARY: Tax Collector's Report for the month of March 2010 is presented for the Board's information.

FUNDING SOURCE: N/A

**APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE: G.S. 105 350
Tax Collection Report, 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 MARCH 2010**

Current Year Collections

Tax Year	Charge	Collected in MARCH	Collected to Date	Balance Outstanding	Percentage Collected
MARCH 2010 FY10	\$15,104,261	\$258,802	\$14,095,021	\$1,009,240	93.32%
MARCH 2009 FY09	\$13,119,723	251,373	12,175,067	944,656	92.80%

Delinquent Collections

2008	\$688,385	\$23,593	\$407,585	\$ 280,800	59.21%
2007	258,992	6,099	58,092	200,900	22.43%
2006	195,728	2,187	29,266	166,462	14.95%
2005	155,266	2,016	19,790	135,476	12.75%
2004	124,083	971	9,023	115,060	7.27%
2003	99,912	571	4,049	95,864	4.05%
2002	178,411	5,269	61,334	117,077	34.38%
2001	171,644	352	2,348	169,296	1.37%
2000	96,871	169	2,280	94,591	2.35%
1999	41,772	253	2,013	39,759	4.82%
Total Delinquent Years	\$ 2,011,064	\$41,479	\$ 595,779	\$ 1,415,285	

Other MARCH Receipts

County Penalties
Landfill User Fees
Municipalities
Fire District Taxes
Advance Taxes

\$ 20,393	\$ 135,755
\$ 34,255	\$ 1,013,723
\$ 21,153	\$ 670,060
\$ 19,489	\$ 648,120
\$ 10,084	\$ 15,255

MARCH GRAND TOTAL

\$ 405,655	\$ 17,173,713
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R Edwin Mitchum

Meeting Date: May 3, 2010

CONSENT AGENDA Item # 6D

SUBJECT: Request for Tax Releases

REQUESTED BY: Robert E. Mitchum, Tax Administrator

SUMMARY: Tax releases over \$100 are presented for Board approval. Tax releases under \$100 approved by the County Manager are presented for the Board's information.

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

5/3/2010

Date: _____

ERROR CORRECTION RELEASES:

L G V HOLDINGS	2009 29084 300 L2A 61	2479	\$4,012.39	CLERICAL
WILLIAMS PLUMMER	2009 571 200 F10 24 LH	26783	\$193.63	DBL LIST
SUB-TOTAL ERROR CORRECTIONS:			\$4,206.02	

MOTOR VEHICLE RELEASES:

TAYLOR EDITH J	2009 39910 2382 MXB3568	59095	\$156.10	REL TO HALIFAX
WARREN COUNTY	2009 2267 2014 13526T	75467	\$108.73	EXEMPT
SUB-TOTAL MOTOR VEHICLE RELEASES:			\$264.83	
SUB-TOTAL CORRECTION RELEASES:			\$4,206.02	
Total Releases			\$ 4,470.85	

**County
Manager
approved
Tax Releases
Under \$100**

Under \$100

5/3/2010

Date: *LW*
4/26/10

ERROR CORRECTION RELEASES:

<u>NAME</u>	<u>Year</u>	<u>ACCT#</u>	<u>MAP #</u>	<u>RECORD #</u>	<u>AMOUNT</u>	<u>REASON</u>
SUB-TOTAL ERROR CORRECTIONS:						\$ -

MOTOR VEHICLE RELEASES:

ALEXANDER CASS L	2009	33081 2219	YRN8332	74368	\$30.10	TOTALED
CHAMP THEODORE	2009	7519 1803	WTX1917	72466	\$9.76	SOLD
GEAR JASON T	2009	9962 1814	XNB5539	75267	\$25.44	SOLD
KRAFT MICHAEL J	2009	24733 1956	XWH2139	62072	\$3.82	SOLD
MCGEE JACQUELINE P	2009	26325 1566	WJN8814	75019	\$28.26	SOLD
PENDERGRASS RONNIE RAY	2009	30627 1382	YRN9412	74835	\$7.38	SOLD
RHODES MARK ALEX	2009	29876 1706	YWZ4460	68999	\$14.10	MOVED OUT OF STATE
ROSS TIMOTHY W	2009	2229 1847	SXV5651	67274	\$22.15	SOLD
SEAMAN RAYMOND J	2009	36415 1476	MYD6274	74929	\$30.33	SOLD
SIMMONS YOLANDA S	2009	18243 2540	YNC5958	68087	\$5.76	MOVED OUT OF STATE
SUB-TOTAL MOTOR VEHICLE RELEASES:					\$177.10	
SUB-TOTAL CORRECTION RELEASES:					\$0.00	
Total Releases					\$ 177.10	

Meeting Date: May 3, 2010

CONSENT AGENDA Item # 6E

SUBJECT: Department of Transportation Petition Request

REQUESTED BY: Frank Chicariell, Jr. Petitioner

**SUMMARY: Petition request to add Linwood-Kearney Road in Carter Estates
Subdivision off Lick Skillet Road to the State maintained system is submitted
for Board's review and approval.**

FUNDING SOURCE: N/A

APPLICABLE STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend forwarding petition to DOT for consideration.

NOTES:

**NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
PETITION FOR ROAD ADDITION
FORM SR-1 REVISED 1-9**

ROADWAY INFORMATION: (Please Print)

County: Warren Road Name: Linwood-Kearney Rd.
(Please list additional street names and lengths on the back of this form)
 Subdivision Name: Carter Estates Length (miles): 1/8 mile
 Number of occupied homes having street frontage: 15
 Location: 1/4 miles W of the intersection of Route 401 and Route _____
(Circle one) (SR, NC or US) (SR, NC or US)
 We, the undersigned, being property owners and/or developer of Carter Estates in _____ County, do hereby request the Division of Highways to add the above described road

CONTACT PERSON: Name and Address of First Petitioner. (Please Print)

Name: Frank Chicarielli Phone Number: 252-257-4700
 Street Address: 191 Chics Way
 Mailing Address: Warrenton NC 27589

NAME	PROPERTY OWNERS MAILING ADDRESS	TELEPHONE
Phillip C. Banton	136 Linwood Kearney Rd.	257-5540
Robert H + Betty J. Hardy		257 5620
Wesley S. Darter		919-451-4897
TRINA Davis		252 43653737
Ronita Green	120 Linwood Kearney Rd (252)	907-0263
Monique J. Jordan	119 Carter Ln (252)	767-3588
Edwin Wilson	106 Carter lane (252)	257-3222
Humberto Areyano	121 Linwood Kearney Rd Warrenton, NC 27589	252 257 2225
Barbara Davis	118 Carter Lane Warrenton, NC 27589	(252) 257- 2705
Mrs. Leroy Williams	151 Linwood Kearney Rd. Warrenton NC 27589	
Frank Chicarielli Jr.	161 Chics Way	252-201-2195
Cordre Jones	115 Carter lane	(252) 432-91

Meeting Date: May 3, 2010

CONSENT AGENDA Item # 6F

SUBJECT: Proclamation “May 2010 Older Americans Month”

REQUESTED BY: Arnetta Yancey, Director-Warren County Senior Center

SUMMARY: Declare May 2010 Older Americans Month in Warren County, NC.

FUNDING SOURCE: N/A

APPLICABLE STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval.

NOTES:



STATE OF NORTH CAROLINA

COUNTY OF WARREN

**OLDER AMERICANS MONTH PROCLAMATION
MAY 2010**

WHEREAS, the year 2010 marks the 45th anniversary of the federal Older Americans Act, which is the core legislation that established home and community services and supports for seniors and their caregivers;

WHEREAS, this year's national theme for Older Americans Month—Age Strong! Live Long!—mirrors North Carolina's theme of "Living Wise to Age Well," that acknowledges aging as a lifelong process during which it is never too early or too late to strengthen one's physical, mental, social and financial well-being, or to address disparities among individuals in their opportunities for aging well;

WHEREAS, May is a special time to recognize and celebrate senior programs and services and the many important contributions of seniors to our communities;

WHEREAS, Warren County's older population is expected to increase 10.45% by 2029—making it imperative for North Carolina to be well prepared for this demographic change at the state and local levels;

WHEREAS, in support of older adults in North Carolina Governor Perdue has issued an Executive Order to ask all State cabinet agencies to assess and strengthen their readiness to serve and work with our aging population and also encouraged local communities to do so as well;

NOW, THEREFORE, We the Warren County Board of Commissioners do hereby proclaim May 2010 to be Older Americans Month. We urge every citizen to take time this month to honor our older adults and professionals, family members, and volunteers who care for many of them.

Our recognition and involvement of older Americans can enrich our entire community's quality of life.

Dated this 3rd day of May, 2010

Meeting Date: May 3, 2010

Item # 7-A

SUBJECT: Finance Office

REQUESTED BY: Barry Mayo, Finance Director

SUMMARY: Amendment # 17 to the Warren County Budget Ordinance

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval.

NOTES:

AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE
2009/2010
Amendment No. 17

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

Increase/(Decrease) Appropriations:

Buildings, Grounds& Maintenance	4,400
Buildings, Grounds& Maintenance - Contingency	(5,000)
Cooperative Extension	5,000
National Guard Armory	9,615
Contingency	(4,400)
	\$ 9,615

Total

Section 2 of the Warren County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Revenues:

Miscellaneous Revenue	9,615
	\$ 9,615

This amendment:

- appropriates funds to Buildings, Grounds & Maintenance to extend the duration for the temporary position Maintenance Worker II, as approved at the April 5, 2010 meeting.
Funding Source: Contingency
- appropriates funds to Cooperative Extension to renovate basement.
Funding Source: Buildings, Grounds& Maintenance - Contingency
- appropriates funds to National Guard Armory for furniture.
Funding Source: Armory Fund Raiser

Respectfully Submitted 05-3-10

Barry J. Mayo

Barry J. Mayo, Finance Director

Meeting Date: May 3, 2010

Item # 8-A

SUBJECT: Appointment to Boards & Commissions

REQUESTED BY: Karl F. Hehl, Jr Chairman –ABC Commission

SUMMARY: On recommendation of ABC Commission, Clarence Jones is presented for reappointment on the above referenced for a three year term June 2010 to June 2013.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

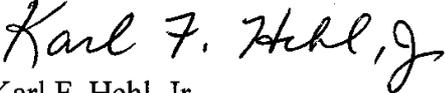
March 17, 2010

Warren County Commissioners
Warrenton, N. C. 27589

Dear Commissioners,

It is the desire of the Warren County ABC Board to reappoint Clarence Jones for the position on the ABC Board which is opening up in June, 2010.

Sincerely,


Karl F, Hehl, Jr.
Chairman

Warren County Commissioners
Warrenton, N. C. 27589

Dear Commissioners,

I would like to continue serving on the ABC Board for Warren County. I appreciate your considering me for the expired term effective June of 2010.

Thank you in advance and I appreciate your vote of confidence.

Sincerely,


Clarence Jones

Meeting Date: May 3, 2010

Agenda Item # 8-B

SUBJECT: Boards & Commissions

REQUESTED BY: Terry Henderson, Interim Library Director

SUMMARY: It is presented to (re)appoint the following individuals on the attached list to the Warren County Memorial Library Board of Trustees for a three (3) year term, expiring 2013.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



Library Board of Trustees 2010–2013 Term

(Statements of Interest to Serve on next page.)

Name	Term
Elmer Taylor Malone, Jr.	2nd
Candice Wagner White	1st
Lawrence Rux Boyd	1st
Fern L. Boyd	1st
Magnolia Williams Clanton	1st
Wadie Ryan	3rd
Mildred Stewart Crinkley Johnson	2nd

**Statements of Interest to Serve have been sent
in separate e-mail to Board members,
newspapers, County Manager & County
Attorney.**

Copies are available to the public upon request.



Meeting Date: May 3, 2010

Agenda Item # 8-C

SUBJECT: Boards & Commissions

REQUESTED BY: Alice Abbott, Work First Coordinator-DSS

SUMMARY: It is presented to (re)appoint the following individuals (on the attached list) to the Warren County Work First Board for a two (2) year term, expiring 2012.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



Work First Board 2010–2012 Term

(Statements of Interest to Serve on next page.)

<u>Name</u>	<u>Term</u>
Melissa MacBride	2nd
Charlene Renee Kearney	1st
Gwendetta H. Tunstall	1st
Janice Stricek	1st
Jamie Batts	1st

**Statements of Interest to Serve were sent in
separate e-mail to Board members,
newspapers, County Manager & County
Attorney.**

Copies are available to the public upon request.



Meeting Date: May 3, 2010

Agenda Item # 8-D

SUBJECT: Boards & Commissions

REQUESTED BY: Linda T. Worth, Warren County Manager

SUMMARY: It is presented to appoint the following individuals (see attached list) to serve on a Noise Ordinance Review Committee. Term expires after revised Ordinance is adopted.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



Noise Ordinance Review Committee

Individuals Recommended for Appointment

Nancy Paschall, Citizen Volunteer, Warrenton Area

Lisa Rodwell, Citizen Volunteer, Warrenton Area

George Kimble, Citizen Volunteer, Lake Gaston Area

Linda T. Worth, County Manager

Sheriff Johnny Williams

Andy Smith, Health Director

2 Commissioners _____

Ex officio Karlene Turrentine, County Attorney

Meeting Date: May 3, 2010

Agenda Item # 9

SUBJECT: Request to be heard before the Board

REQUESTED BY: Thomas H. McCaffity

SUMMARY: Mr. McCaffity wishes to address the Board relative to a tax issue (see attached letter).

FUNDING SOURCE:

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



April 5, 2010
108 Deerfield Farms Rd.
Norlina, NC 27563

Warren County Commissioners
P.O. Box 619
Warrenton, NC 27589

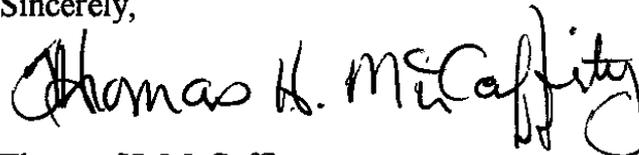
Dear Commissioners:

I am hereby requesting to be heard on the May agenda referencing a certified letter received from the Warren County Tax Administration. I am a Warren County employee concerned about tax garnishment procedures.

Attached is a letter that I forwarded to the Warren County Tax Administrator on March 15, 2010.

I look forward to hearing from you.

Sincerely,

A handwritten signature in black ink that reads "Thomas H. McCaffity". The signature is written in a cursive style with a large, looped "y" at the end.

Thomas H. McCaffity
252-438-2416
252-213-0232

Enclosure

108 Deerfield Farms Rd.
Norlina, NC 27563

March 15, 2010

Warren County Tax Administrator
PO Box 240
Warrenton, NC 27589

To whom it may concern:

On or about December 20, 2009, my wife, contacted the Warren County Tax Collector's office inquiring as to whether there were any taxes owed for 2009. At that time, she was told that no payments were due and that we were paid in full for 2009 for both real estate and property taxes.

On March 9, 2010, I received a Notice of Attachment and Garnishment for \$33.78 plus a \$30.00 garnishment fee. On March 10, 2010, I visited the Warren County Tax Collector's office for clarification of this notice and was informed that two notices were sent, the original notice and then a final notice. I assured the clerk that we did not receive either notice and did not understand why after calling in December and requesting all outstanding bills that now I was receiving a garnishment notice. The clerk suggested that we contact our postal carrier to check delivery. I then requested a copy of the two notices that were sent - I only received one notice - a computer printout (postmarked March 10) on March 11.

As a Warren County employee, I was told that the tax collectors office could immediately garnish wages as soon as they are outstanding. I suggested that a phone call could have easily resolved this minimal amount due and that there was a \$300 credit sitting in the Warren County Tax Collector's Office for our 2010 taxes that could have been used to make this payment. It seems that as an employee of Warren County, a courteous telephone call could have been made prior to a garnishment notice. However, I was told that this again is not your policy. As a public servant for Warren County, I assured the clerk supervisor that I had not received either notice however her attitude towards me was unprofessional and showed a lack of concern for a county employee who was respectfully trying to resolve this matter reasonably. The disregard that she showed me is unacceptable, and I would like to know what the grievance procedures are for Warren County.

Strangely enough, today, on March 15, 2010, I received the "original" Final Notice (that according to the clerk supervisor was sent earlier), postmarked March 9, 2010 and mailed from Durham, NC 27713 (I presume from your third party billing agency). As I told, Bonnie, we did not receive any notices and did in fact call for all 2009 taxes due prior to the end of the year.

Therefore, I would appreciate the notice of attachment and garnishment to be revoked and the \$30 fee waived since our first notification of the tax bill was received March 9, 2010 in the garnishment letter.

I look forward to hearing from you soon. I can be reached at 252-213-0232 or 252-438-2416.

Sincerely,



Thomas H. McCaffity

TO: MCCAFFITY, THOMAS HENRY
108 DEERFIELD FARMS RD.
NORLINA, NC 27563
DEFENDANT-TAXPAYER

Tax Office Account No.: 26211

AND: COUNTY OF WARREN-PAYROLL
RE: GARNISHMENT
PO BOX 185
WARRENTON, NC 27589
GARNISHEE

TAKE NOTICE:

That this is to attach and garnishee any wages, rents, bank deposits, debts, or any other thing of value, now due or to become due to the Taxpayer. The person having same in his possession shall become liable for the taxes of the taxpayer to the extent of the amount he owes or has in his possession but not more than 10% of wages or other compensation for personal services in any one pay period, shall be liable to attachment and garnishment for failure to pay taxes.

The above named taxpayer's indebtedness to this taxing unit, on account of duly assessed ad valorem taxes, interest and cost, is as follows:

YEAR	TAXES	INTEREST	LIEN COST	TOTAL
2009	31.94	1.84		33.78

GARNISHMENT FEE: \$30.00
REMIT THIS AMOUNT \$63.78

TO: WARREN COUNTY TAX COLLECTOR
Post Office Box 240
Warrenton, North Carolina 27589

Phone Number (252) 257-3337

That a copy of applicable laws are attached: _____

R E D m t k
Warren County Tax Administrator

Date: 2/26/10

Served: _____, by delivering copies of this notice of attachment and garnishment to each of the following named:

Deputy County Tax Collector

WARREN COUNTY TAX COLLECTOR
 PO BOX 240
 WARRENTON, NC 27589



WARREN COUNTY VEHICLE TAX NOTICE

THIS IS YOUR FINAL NOTICE BEFORE A BLOCK IS PLACED ON YOUR TAG RENEWAL

Our records indicate that this office has not received payment for the vehicle tax notice that was due two months ago. Payment for this tax must be received by the end of this month to avoid additional interest and the blocking of your vehicle registration.

- Effective immediately this office will begin enforced collection methods such as wage garnishments, bank attachment, and levy or sale of your vehicle on this account and any other delinquent accounts.
- When paying this bill, please be prepared to pay any other delinquent bills owed.
- For immediate removal of the registration block, payment must be made with cash or money order.
- **Checks are not accepted for blocked motor vehicles.**

=====
 =====
 T1 P1 *****SNGLP
 ##-0001-##-128-124-124-143
 MCCAFFITY THOMAS HENRY
 MCCAFFITY ARLENE TERRY
 108 DEERFIELD FARMS RD
 NORLINA NC 27563-9495

ACCOUNT NO.	RECORD NUMBER	BILLING DATE	DUE DATE
26211 1606	68899	12/01/2009	IMMEDIATELY - PAST DUE

Request for MAV-2 Receipt Must include a self-addressed stamped envelope.

Questions concerning payment (252) 257-3337
 Questions concerning value, ownership, etc. (252) 257-4158

Vehicle Year: 00
 Vehicle Make: TOYT
 Vehicle Model: CAMRY 4S
 Vehicle Plate: YYA8203
 Vehicle VIN: 4T1BG22K5YU619577
 Vehicle Value: \$4,840

RETURN CHECK FEE: A penalty of 10% of the amount of check(s) returned by the bank because of insufficient funds or non existence of an account (Min. \$25.00 - Max. \$1,000) as provided by NCGS 105-357 (b)(2). Tax receipts are null and void if payment is made with a check that fails to clear the bank.

PAY BY CREDIT CARD or ELECTRONIC CHECK:
 Real Estate, Personal Property & Motor Vehicle Taxes



CALL 1-800-605-2315
 OR VISIT US ONLINE
www.warrencountync.com or www.officialpayments.com

TAXING DISTRICT	RATE PER \$100 VALUE	AMOUNT DUE
WARREN COUNTY	0.6000	\$29.04
SOUL CITY FIRE INTEREST	0.0600	\$2.90
		\$1.84
TOTAL TAX		\$33.78
TOTAL DUE		\$33.78

After authorization of your payment, you will be given a confirmation number to keep for your records. Providers charge a fee for this service.

OFFICE HOURS: 8:30 AM - 5:00 PM, MONDAY - FRIDAY - WHEN CALLING PLEASE HAVE YOUR ACCOUNT NUMBER
OFFICE ADDRESS: 548 W RIDGEWAY STREET TAX ADMINISTRATION WARRENTON, NC 27589

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

FINAL NOTICE - WARREN COUNTY VEHICLE TAX NOTICE

ACCOUNT NO.	RECORD NUMBER	VEHICLE PLATE	BILLING DATE	DUE DATE	TOTAL AMT DUE
26211 1606	68899	YYA8203	12/01/2009	IMMEDIATELY - PAST DUE	\$33.78
					AMOUNT PAID

MAKE CHECK PAYABLE & REMIT TO:
 (Include the account # on your check)

WARREN COUNTY TAX COLLECTOR
 PO BOX 240
 WARRENTON NC 27589-0240



PLEASE MAIL ADDRESS CHANGES & CORRESPONDENCE TO:
 WARREN COUNTY TAX COLLECTOR
 PO BOX 240
 WARRENTON NC 27589

MCCAFFITY THOMAS HENRY
 MCCAFFITY ARLENE TERRY
 108 DEERFIELD FARMS RD
 NORLINA NC 27563-9495

R. Edwin Mitchum
Tax Administrator



548 W. Ridgeway Street
Post Office Box 240
Warrenton, North Carolina 27589
Phone: (252) 257-3337
Fax: (252) 257-9369

**COUNTY OF WARREN
OFFICE OF THE TAX ADMINISTRATOR**

March 22, 2010

Thomas H. McCaffity
108 Deerfield Farms Road
Norlina, NC 27563-9495

Re: Account no: 26211

Dear Mr. McCaffity:

The original bill for the Camry was part of the December billing that was mailed late November 2009. This billing date was 12/1/09 and had a due date of 12/31/2009 and interest was applied on January 6, 2010. At that point the bill was considered delinquent. According to the North Carolina G.S. 105-366(b) we can start collections procedures any time after interest accrues. Unfortunately we are not able to give a courtesy call to every employee that is delinquent. Your garnishment was processed consistent with all other Warren County employees. The fact the delinquent letter may have been received after the garnishment letter is a coincidence.

We can only apply prepaid taxes on what is designated when the payment is received. We cannot apply prepayments toward your delinquent vehicle taxes. .

Very Truly Yours,

A handwritten signature in black ink that reads "Eddie Mitchum".

Eddie Mitchum
Warren County Tax Administrator

Meeting Date: May 3, 2010

Agenda Item # 10-A

SUBJECT: Juvenile Crime Prevention Council 2010-2011 Funding Allocations

REQUESTED BY: Charles Walton, JCPC Chairman

SUMMARY: FY 2010-11 JCPC County Plan and Certification is submitted for Board's review and adoption.

FUNDING SOURCE: Department of Juvenile Justice & Delinquency Prevention and required 10% county matching funds

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval.

NOTES:

**Juvenile Crime Prevention Council
Warren County Plan
For FY 2010-2011**

**has been sent in separate e-mail to Board members,
newspapers, County Manager & County Attorney.**

Copies are available to the public upon request.

Meeting Date: May 3, 2010

Agenda Item # 10-B

SUBJECT: Juvenile Crime Prevention Council 2010-2011 Admin Budget

REQUESTED BY: Charles Walton, JCPC Chairman

SUMMARY: FY 2010-11 JCPC Administrative Funds Allocation submitted for Board's review and adoption.

FUNDING SOURCE: Department of Juvenile Justice & Delinquency Prevention with no county match requirement.

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval.

NOTES:

SECTION VII		Program: <u>Warren County JCPC</u>	
Fiscal Year	<u>2010-2011</u>	Number of months _____	
	Cash	In-Kind	Total
I. Personnel Services	\$1,800		\$1,800
120 Salaries & Wages	\$1,800		\$1,800
180 Fringe Benefits			
*190 Professional Services			
* Contracts MUST be attached.			
II. Supplies & Materials	\$2,497		\$2,497
210 Household & Cleaning			
220 Food & Provisions	\$2,040		\$2,040
230 Education & Medical			
240 Construction & Repair			
250 Vehicle Supplies & Materials			
260 Office Supplies & Materials	\$400		\$400
280 Heating & Utility Supplies			
290 Other Supplies & Materials	\$57		\$57
III. Current Obligations & Services	\$4,193		\$4,193
310 Travel & Transportation	\$2,800		\$2,800
320 Communications			
330 Utilities			
340 Printing & Binding			
350 Repairs & Maintenance			
370 Advertising	\$250		\$250
380 Data Processing			
390 Other Services	\$1,143		\$1,143
IV. Fixed Charges & Other Expenses			
410 Rental of Real Property			
430 Equipment Rental			
440 Services & Maint. Contracts			
450 Insurance & Bonding			
490 Other Fixed Charges			
V. Capital Outlay			
[This Section Requires Cash Match]			
510 Office Furniture & Equipment			
530 Educational Equipment			
540 Motor Vehicle			
550 Other Equipment			
580 Buildings, Structures & Improv.			
Total	\$8,490		\$8,490

SECTION VIII

SOURCES OF PROGRAM REVENUE (ALL SOURCES)

\$	7,347	DJJDP/JCPC Funds	<i>* This is the amount of your request on your application</i>	
	10%	Local Match Rate	<i>Is the Local Match Rate 10%, 20% or 30%?</i>	
\$	1,143	County Cash	<u>Warren County Government</u>	<i>(Specify Source)</i>
		Local Cash		<i>(Specify Source)</i>
		Local Cash		<i>(Specify Source)</i>
		Local In-Kind		<i>(Specify Source)</i>
		Other		<i>(Specify Source)</i>
		Other		<i>(Specify Source)</i>
		Other		<i>(Specify Source)</i>
		Other		<i>(Specify Source)</i>
	\$8,490	TOTAL	\$ 735	\$ 1,143
			<i>Required Local Match</i>	<i>Match Provided</i>

Revenue, Budget Narrative and Budget Information Totals are equal **TRUE**

This document has been reviewed and recommended for funding.

This is to certify that the Department of Juvenile Justice and Delinquency Prevention funds in this Program Agreement will not be used to duplicate or to supplant other programs whose primary intent is to provide community based alternatives for delinquents, undisciplined youth or youth at risk of juvenile delinquency.

This agreement may be terminated in whole or in part by the Department of Juvenile Justice and Delinquency Prevention in the event that state or federal funds which have been allocated to the Department of Juvenile Justice and Delinquency Prevention are eliminated or reduced to such an extent that, in the sole determination of the Department, continuation of the obligations at the levels stated herein may not be maintained.

We, the undersigned agree to comply with the Provisions provided in Section V of this agreement, with the JCPC Policy and Procedure and North Carolina Administrative Procedures 28 NCAC 02A-03A. The undersigned represent and warrant that they are authorized to bind their principals to the terms of this Program Agreement.

Deputy Secretary, Department of Juvenile Justice and Delinquency Prevention **Date**

Chair, County Board of Commissioners or County Finance Director **Date**

Chair, Juvenile Crime Prevention Council **Date**
[Signature] **4/21/2010**
Program Manager **Date**

Meeting Date: May 3, 2010

Agenda Item # 11

SUBJECT: Proposal for County Employee Health & Dental Insurance

REQUESTED BY: Elgin Lane, Human Resources Director

SUMMARY: Having been discussed during April 21, 2010 work session, approval of Group Benefits Insurance Carrier is presented for Board’s final review and adoption. HR Manager recommends contracting with Blue Cross/Blue Shield whose proposed rates show the greatest cost savings to the County.

FUNDING SOURCE: General Fund

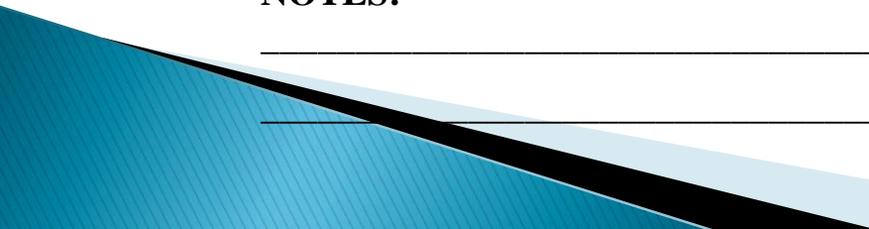
APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE: N/A

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend contracting with Blue Cross/Blue Shield as Group Benefits Insurance Carrier for for Warren County Employees effective 7/1/2010.

NOTES:



MEMORANDUM

TO: Warren County Board of Commissioners
FROM: Elgin J. Lane, Human Resources Manager
DATE: April 27, 2010
RE: Approval of Group Benefits Insurance Carrier

Warren County has been a member of the North Carolina Association of County Commissioners (NCACC) group benefits pool since the pool's inception in the 1980's. From 2006 to present, CIGNA has been administering the claims.

As you are aware, on February 26, 2010, Warren County received both health and dental insurance bids from three providers: NCACC (CIGNA), Blue Cross/Blue Shield and United Healthcare.

I have reviewed the benefits and insurance rates (see attachment) from all three of the providers and have noted the following:

- NCACC (CIGNA) is proposing a 12.4% increase which will result in a cost of \$380,206 above last year's cost.
- Blue Cross/Blue Shield is proposing a 1.48% increase which will result in a cost of \$121,748 above last year's cost.
- United Healthcare is proposing a 9.5% increase which will result in a cost of \$268,890 above last year's cost.

Therefore, Blue Cross/Blue Shield's benefits line-up and rates will result in the greatest cost savings and I recommend Blue Cross/Blue Shield as Warren County's group benefits insurance carrier effective July 1, 2010.

Thanks in advance for your consideration.

HEALTH BENEFIT RATES FOR FY 2010-11

	CIGNA			CIGNA			Blue Cross/Blue Shield			United Healthcare			
	<i>Current (Low Option)</i>			<i>Renewal (Low Option)</i>			<i>Proposed (Low Option)</i>			<i>Proposed (Low Option)</i>			
	Medical	Dental	Total	Medical	Dental	Total	Medical	Dental	Total	Medical	Dental	Total	
Employee Only	227	459.94	22.92	482.86	519.56	23.38	542.94	466.90	21.80	488.70	491.05	24.55	515.60
Employee/Spouse	9	965.88	50.44	1,016.32	1,091.06	51.44	1,142.50	922.07	47.96	970.03	1,031.20	49.11	1,080.31
Employee/Child	21	657.72	38.78	696.50	742.96	39.56	782.52	632.70	36.87	669.57	908.44	47.62	956.06
Employee/Children	6	850.88	57.30	908.18	961.16	58.44	1,019.60	854.24	54.48	908.72	908.44	47.62	956.06
Employee/Family	13	1,163.70	65.14	1,228.84	1,314.52	66.44	1,380.96	1,329.48	61.92	1,391.40	1,242.35	75.26	1,317.61
Total/Annual Amount		1,765,738	91,942	1,857,680	1,994,610	93,784	2,088,394	1,799,764	87,436	1,887,200	1,937,131	99,348	2,036,479
Rate Change					13%	2%	12.40%	1.93%	-4.90%	1.59%	8.0%	8.1%	9.60%
	<i>Current (High Option)</i>			<i>Renewal (High Option)</i>			<i>Proposed (High Option)</i>			<i>Proposed (High Option)</i>			
	Medical	Dental	Total	Medical	Dental	Total	Medical	Dental	Total	Medical	Dental	Total	
Employee Only	11	496.84	22.92	519.76	561.24	23.38	584.62	490.84	21.80	512.64	530.82	24.55	555.37
Employee/Spouse	0	1,043.40	50.44	1,093.84	1,178.64	51.44	1,230.08	969.36	47.96	1,017.32	1,114.73	49.11	1,163.84
Employee/Child	0	710.52	38.78	749.30	802.60	39.56	842.16	665.15	36.87	702.02	982.03	47.62	1,029.65
Employee/Children	0	919.18	57.30	976.48	1,038.32	58.44	1,096.76	898.05	54.48	952.53	982.03	47.62	1,029.65
Employee Family	0	1,257.08	65.14	1,322.22	1,420.02	66.44	1,486.46	1,397.66	61.92	1,459.58	1,342.99	75.26	1,418.25
Total/Annual Amount		65,583	3,025	68,608	74,083	3,086	77,169	64,791	2,878	67,669	70,068	3,241	73,309
Rate Change					13%	2%	12.50%	-1.21%	-4.90%	-1.37%	7.00%	7.1%	6.90%
Combined	287	1,831,321	94,967	1,926,288	2,068,693	96,870	2,165,563	1,864,555	90,314	1,954,869	2,007,199	102,589	2,109,788
					13%	2%	12.4%	1.81%	-4.90%	1.48%	9.6%	8.0%	9.5%

Meeting Date: May 3, 2010

Agenda Item # 12

SUBJECT: Proposed “Warren County Ethics Policy for Officials”

REQUESTED BY: Clerk to the Board

SUMMARY: Having been discussed during April 21, 2010 Board work session, above referenced Policy is submitted for Board’s review and adoption. Subject to County Attorney’s review and approval.

FUNDING SOURCE:

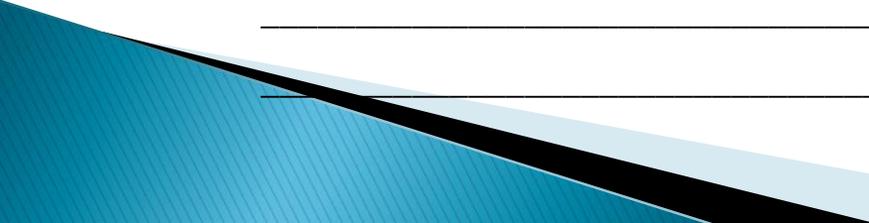
APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE: N/A

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval, subject to County Attorney’s review and recommendation.

NOTES:



PROPOSED COUNTY OF WARREN ETHICS POLICY FOR OFFICIALS

Policy Purpose

The proper operation of democratic government requires that:

- Public officials be independent, impartial and responsible to the people;
- Governmental decisions and policy be made in proper channels of the governmental structure;
- Public office not be used for personal gain; and
- The public have confidence in the integrity of its government.

In recognition of these goals, an ethics policy for County of Warren officials is hereby adopted. The purpose of this policy is to establish guidelines for ethical standards of conduct for all such officials by setting forth those acts or actions that are incompatible with the best interests of the County.

Policy Statement

County of Warren officials shall:

- Obey all local, state and federal laws.
- Uphold the integrity and independence of his/her office or position, yet be responsive to the needs of those he/she represents in an advocacy capacity.
- Avoid impropriety in the exercise of the board member's official duties; demonstrate the highest standards of personal integrity, truthfulness and honesty in all their public activities.
- Faithfully perform the duties of the office.
- Conduct the affairs of the County of Warren in an open and public manner, including complying with all applicable laws governing open meetings and public records.
- Participate in establishing, maintaining, and enforcing the standards of conduct and disclosure as set forth in this policy.
- Per NC General Statute § 160A-84 all County officials shall provide a record of Ethics Education to be filed with the County Clerk.

Definitions

The following words, terms and phrases, when used in this policy, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Business entity means any business, proprietorship, firm, partnership, person in a representative or fiduciary capacity, association, venture, trust, or corporation which is organized for financial gain or for profit.

County official means the chairman, members of the County Board, County appointees to advisory boards

Immediate household means the county official, spouses and all dependents of the County official.

Interest means direct or indirect financial, fiscal, economic, or material benefit accruing to a County official as a result of a contract or transaction which is or may be the subject of an official act or action by or with the County. For the purpose of this policy, a County official shall be deemed to have an interest in the affairs of:

- (1) Any person in his/her immediate household, as such term is defined in this section;
- (2) Any business entity in which the County official is an officer, manager or director;
- (3) Any business entity in which in excess of five percent of the stock of, or legal or beneficial ownership of, is controlled or owned directly or indirectly by the County official; or
- (4) Any nonprofit organization on which the County official currently serves as an officer, manager, director, or board member.

Official act or action means any legislative, administrative, appointive or discretionary act of any County official.

Standards of Conduct

- (a) **Scope.** All County officials shall be subject to and shall abide by the standards of conduct in this section.
- (b) **Interest in contract or agreement.** No County official shall have or thereafter acquire an interest in any contract or agreement with the County.
- (c) **Use of official position.** No County official shall use his/her official position or the County's facilities or resources for private gain, nor shall he/she appear before or represent any private person, group or interest before any department, agency, commission or board of the County except in matters of purely civic or public concern. Members of the County Board shall refrain from using their position to unduly influence the deliberations or outcomes of advisory board proceedings. County officials shall represent the official policies or positions of the appropriate board to the best of their ability when designated as delegates for this purpose. When presenting their individual opinions and positions, officials shall explicitly state they do not represent their body or the County of Warren, and shall avoid any inference thereof. This subsection is not intended to prohibit a County official from speaking before neighborhood groups and other nonprofit organizations.
- (d) **Disclosure of confidential information.** No County official shall use or disclose confidential information gained in the course of or by reason of his official position for purposes of advancing:
 - (1) His/her financial or personal interest;
 - (2) A business entity or non-profit organization of which he/she is an owner in part or in whole, an officer, manager or a director; or
 - (3) The financial or personal interest of a member of his/her immediate household or that of any other person.
- (e) **Incompatible service.** No County official shall engage in or accept private employment or render service for private interest, when such employment or service is incompatible with the proper discharge of his official duties or would tend to impair his independence of judgment or action in the performance of his official duties, unless otherwise permitted by law and unless disclosure is made as provided in this policy.
- (f) **Gifts.** No County official shall directly or indirectly solicit any gift or accept or receive any gift having a value of \$50.00 or more, whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise, or any other form, under circumstances in which it could reasonably be inferred that the gift was intended to influence him/her, or could reasonably be expected to influence him/her, in the performance of his official duties, or was intended as a reward for any official action on his part. Legitimate political contributions shall not be considered as gifts under this subsection.
- (g) **Special treatment.** No County official shall grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen.

Disclosure of Interest in Official Action

All County officials who have interest in any official act or action before the Board shall publicly disclose on the record of the Board the nature and extent of such interest and shall withdraw from any consideration of the matter if excused by the Board.

General Disclosure Statement

(a) Every County official shall file with the County clerk, on June 1st of each year, a “Conflict of Interest Statement” containing the following information:

(1) The identity, by name and address, of any business entity or nonprofit organization of which he/she or any member of his immediate household is an officer, manager, director, or board member, or in which in excess of five percent of the stock of, or legal or beneficial ownership of, is controlled or owned directly or indirectly by such person. Additionally, the County official and spouse shall give the names of their employers or, if self-employed, shall state the nature of their work.

(2) The identity, by location and address, of all real property located in the County of Warren or area of consideration for annexation by the County of Warren, owned or leased by the County official or any member of his immediate household, including an option to purchase or option to lease for ten years or more, other than his personal residence.

(b) The statements required by this section shall be filed on a form prescribed by the County clerk and are public records available for inspection and copying by any person during normal business hours. The County clerk is authorized to establish and charge reasonable fees for the copying of statements.

Investigations; Filing of Complaints

The County Board, by majority vote, may direct the County attorney to investigate any apparent violation of this policy, as it applies to any County official and to report the findings of the investigation to the County Board. Any person who believes that a violation of this policy has occurred may file a complaint in writing with the County Board when a County official is the subject of the complaint.

Hearings on Violations; Sanctions; Rights of Accused at Hearings

If the County Board, after the receipt of investigation findings, has cause to believe a violation of this policy has occurred, shall schedule a hearing on the matter. The County official who is charged with the violation shall have the right to present evidence, cross examine witnesses, including the complainant and to be represented by counsel at the hearing. If, after such hearing and a review of all the evidence, the County Board finds that a violation of this policy has occurred, it shall take, by majority vote, whatever lawful disciplinary action deemed appropriate, including but not limited to reprimand, suspension, demotion, termination of service, or adoption of a resolution of censure which shall be placed as a matter of record in the minutes of an official Board meeting. The County official accused of a violation of this policy shall not vote in these proceedings. If, after hearing proceedings, the County Board, by majority vote, determines that no violation has occurred, the County Board agrees to reimburse the accused County official for legal expenses incurred for the purpose of the hearing.

Advisory Opinions

The County of Warren does not attempt to deny County officials the opportunity to acquire, retain, or pursue private interests, economic or otherwise. However, these interests may potentially conflict with their responsibility in public office. When any County official has a doubt as to the applicability of any section of this policy to a particular situation, or as to the definition of terms used in this policy, he/she may apply to the County attorney for an advisory opinion. The County official shall have the opportunity to present his/her interpretation of the facts at issue and of the applicability of sections of this policy before such advisory opinion is made.

Adopted: _____

Warren County board of Commissioners

ATTEST:

Clerk to the Board

Chairman, Barry Richardson

Vice-Chairman, Ulysses Ross

Commissioner Ernest Fleming

Commissioner William Davis

Commissioner Jennifer Jordan



Meeting Date: May 3, 2010

Agenda Item # 13

SUBJECT: Consider Amendment to June 2010 Board Meeting Schedule

REQUESTED BY: Clerk to the Board

SUMMARY: The Board has the following meetings scheduled for June 2010:

June 14th	6:30 pm	Budget Public Hearing
June 16th	6:00 pm	Regular work session
June 17th	1:00 pm – 4:00 pm	Budget work session

FUNDING SOURCE:

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Meeting Date: May 3, 2010

Agenda Item # 14

SUBJECT: Declare Surplus Property and Authorize Auction

REQUESTED BY: Clerk to the Board

SUMMARY: It is presented to declare the following vehicle surplus property and authorize sale via GovDeals online auction. Vehicle was previously used by Sheriffs Office and transferred to Economic Development Commission: 2005 Ford Crown Victoria vin # 2FAFP71W75X123066 with 188,591 miles. Vehicle is currently no longer operative.

FUNDING SOURCE:

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval.

NOTES:



Meeting Date: May 3, 2010

Agenda Item # 15-A

SUBJECT: Community Development Block Grant

REQUESTED BY: Cathy Alston-Kearney, Executive Director, Warren Family Institute & Ephraim Place Grant Administrator

SUMMARY: Recipient's Plan to Further Fair Housing related to Ephraim Place Project: CDBG 03-C-1187 is submitted for Board's adoption.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval.

NOTES:

WARREN COUNTY

Recipient's Plan to Further Fair Housing
Ephraim Place Project: CDBG 03-C-1187

County of Warren

Recipient

105 South Front Street, Warrenton, North Carolina 27589

Recipient's Address

Linda Worth, County Manager

Contact Person

(252) 257-3115

Telephone Number

Indicate if the Recipient will be affirmatively furthering fair housing for the first time or has implemented specific activities in the past.

First Time _____ Past Activities x

- I. *Identify and analyze obstacles to affirmatively furthering fair housing in Recipient's community. (Use additional pages as necessary.)*

Lack of available housing in non-traditional LMI areas.

Lack of a central Clearinghouse and Resource Center for all aspects of housing in the County.

The County Manager knows of no racial issues as far as housing and has no discrimination reports in the County Office.

- II. *Briefly describe the activities that the recipient will undertake over the active period of the grant to affirmatively further fair housing in their community. A time schedule for implementation of these activities included. Activities must be scheduled for implementation at least on quarterly basis. (Use additional pages as necessary.)*

Activity

Schedule

1. Distribute Fair Housing posters in both English and Spanish to realtors, banks, etc. Place Fair Housing posters in Court House

1st Quarter
July 2008

- | | | |
|----|--|--|
| 2. | Place Public notice in newspaper on “Fair Housing, It’s the Law”. Published Fair Housing Quiz in local newspaper. | 2 nd Quarter
Oct. 2008 |
| 3. | Proclaim Fair Housing Month for Warren County by newspaper advertising. Place brochures and pamphlets in banks and lending institutions. | 3 rd Quarter
Jan. – Mar 2009 |
| 4. | Place pamphlets in county offices and public services agencies such as Social Services, Senior Center, etc. | 4 th Quarter
April – June 2009 |
| 5. | Place Fair Housing posters in Courthouse. | 5 th Quarter
July – Sept. 2009 |
| 6. | Publish Fair Housing Quiz in local newspapers. | 6 th Quarter
Oct. 2009 |
| 7. | Place “I Am Welcome to Live Where I Choose” in public agencies along with coloring sheets. | 7 th Quarter
Jan. 2010 |
| 8. | Target local realtors and rental agencies and placed updated Fair Housing posters and materials at all public agencies. | 8 th Quarter
April – June 2010 |
| 9. | Check with Human Relations Commissions to see if there have been any Fair Housing complaints. | 8 th Quarter
April – June 2010 |

III. *Will the above activities apply to the total municipality or county?*

Yes No if no, provide explanation.

IV. Describe recipient's method of receiving and resolving housing discrimination complaints. This may be either a procedure currently being implemented or one to be implemented under this CDBG grant. Include a description of how the recipient informs the public about the complaint procedures. (Use additional pages as necessary.)

Housing discrimination complaints are received by the County Manager for resolution, and written complaints shall be responded to within ten (10) days of receipt. Complainant is also given the name and address of the N.C. Human Relations Commission for further resolution.

There are neither current instances nor reports of discrimination as far as is known by County Officials. None have been filed at County Offices.

APPROVED BY:

WARREN COUNTY BOARD OF COMMISSIONERS

Barry Richardson, Chairman

Date

Attest:

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

Meeting Date: May 3, 2010

Agenda Item # 15-B

SUBJECT: Community Development Block Grant

REQUESTED BY:

SUMMARY: Quarterly Reports for CDBG 08-C-1865 Water Hook-Up Project are presented for the Board's information and review.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



**Quarterly Reports for CDBG 08-C-1865
Water Hook-Up Project**

**were sent in separate e-mail to Board members,
newspapers, County Manager & County Attorney.**

Copies are available to the public upon request.

Meeting Date: April 5, 2010

Agenda Item # 16-A

SUBJECT: County Manager

REQUESTED BY: Linda T. Worth, Warren County Manager

SUMMARY: County Manager has been granted authorization to approve contracts up to but not to exceed \$50,000. Submitted for Board's information:

FUNDING SOURCE:

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



**County Manager approved contracts
have been sent in separate e-mail to Board members,
newspapers, County Manager & County Attorney.**

Copies are available to the public upon request.

Meeting Date: March 1, 2010

Agenda Item # 16-B

SUBJECT: County Manager's Report for April 2010

REQUESTED BY: County Manager – Linda T. Worth

SUMMARY: Submitted for Board's review and approval.

FUNDING SOURCE:

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



Administration

- Participated in a CDBG monitoring visit for the 2008 Water Hook-Up Program and the 2008 Scattered Site Housing Program (See CDBG Projects update for more details) (4/1/10)
- Prepared for and attended Board of County Commissioners regular monthly meeting (4/5/10)
- Participated in Library Director interviews with the Personnel Committee (4/6/10)
- Met with Cathy Alston-Kearney, Grant Administrator for Ephraim Place CDBG Project, to prepare for monitoring visit on 4/16/10 (4/9/10)
- Attended JCPC Advisory Board Meeting (4/12/10)
- Meeting with Department Heads to discuss departmental budget requests (4/12-14/10)
- Worked on County Budget (4/15/10)
- Participated in a CDBG monitoring and site visit for the 2003 Ephraim Place Subdivision CDBG Project (See CDBG Projects update for more details) (4/16/10)
- Attended JCPC Budget Committee Meeting (4/19/10)
- Worked on County Budget (4/19-23/10)
- Prepared for and attended Board of County Commissioners' Work Session (4/21/10)
- Met with Animal Control Director to discuss animal control issues (4/27/10)
- Annual Leave 4/29-30/10

Project Updates

Construction/Renovation Projects

Former Library Building and Mental Health Building Renovation Projects

This project is approximately 99% complete at this time. Planning for the move of the Tax Office back to Courthouse Square has begun. The move should take place before the end of the current fiscal year. No work has begun on the former Mental Health Building renovation project.

EMS Satellite Facilities

Grading has been finalized, concrete footings have been poured, masonry work has been completed and rough-in plumbing has been installed at the Afton EMS facility. Due to ongoing inclement weather, this facility is approximately 15% complete at this time. The Davis-Bugg Road site has been cleared in preparation for site improvements which is also being held up by the weather.

Soul City Pump Station Rehab Project

Substantial completion of this project is scheduled for June 1st.

Wastewater Treatment Plant Rehab Project

There have been no new developments with our efforts to obtain funding from the NC Department of Commerce, Division of Community Assistance (DCA) to make critical repairs and upgrades to Warren County's regional wastewater treatment plant that was constructed in the late 1970's. We are continuing to look for other sources of funding for this project.

Public Utilities Water Meter Replacement Project

Warren County has been awarded American Recovery and Reinvestment Act (ARRA) funding in the amount of \$371,030 to facilitate meter replacements from manual to radio read meters to increase efficiencies and reduce operational costs in Water and Sewer Regional District and Water and Sewer District I. Work commenced on March 8, 2010 and the project should be completed on or before August 4, 2010.

CDBG Projects

On April 1, 2010, I participated in a monitoring visit for the 2008 CDBG Water Hook-Up Program and a technical visit for the 2008 Scattered Site CDBG Project with the following individuals in attendance: Johnnie Quick, of the Division of Community Assistance; Julie Reid and Karen Foster, CDBG Administrators with Kerr-Tar COG; Barry Mayo, Finance Director, and Gloria Edmonds, Accounting Coordinator. We have requested and received approval from DCA to be allowed to hook-up four additional homes to the County water system which would result in our exceeding our goal of 18 homes by seven homes.

The infrastructure improvements have begun in the Ephraim Place Subdivision. James C. Harris Contractor, LLC is the general contractor awarded the contract for this phase of the project. On April 16, 2010, I participated in a monitoring and site visit for this project with the following individuals in attendance: Dennis Branch and Susan Nolan, of the Division of Community Assistance; Cathy Alston-Kearney, Grant Administrator with Warren Family Institute; Barry Mayo and Gloria Edmonds, of the Warren County Finance Office. This project is anticipated to be completed on or before June 30, 2010.

Other Activities

- Participated in Child Abuse/Domestic Abuse Awareness Program sponsored by Warren County DSS Child Protective Unit and Citizens Against Domestic Violence (4/8/10)
- Attended NCAACC District 7 Meeting in Halifax County along with Chairman Richardson and Com. Jordan (4/8/10)
- Attended Cooperative Extension's Annual Report to the Board of County Commissioners and County Administration (4/21/10)
- Attended Retirement Luncheon for Sgt. Shirley Steed of Warren County Sheriff's Department (4/23/10)

Warren County FY 2010-2011



Budget Presentation

By

Linda T. Worth
Warren County Manager

**Closed Session in accordance with
G.S. 143-318.11(a)(6)**

Contract Negotiation

Adjourn

May 3, 2010 Regular Meeting

