

*WARREN COUNTY
BOARD OF COMMISSIONERS*

December 6, 2010

9:00 am Official Swearing In Ceremony

*Commissioners Elect: Ruby Downey
Bertadean Baker*
Commissioner Re-Elected: Ulysses S. Ross

(Individual and group photos.)

WARREN COUNTY MEMORIAL LIBRARY
COMMUNITY MEETING ROOM
WARRENTON, NORTH CAROLINA

*WARREN COUNTY
BOARD OF COMMISSIONERS*

December 6, 2010

9:15 am Annual Organizational Meeting

9:30 Public Hearing

9:45 Public Hearing

10:00 AM – Regular Meeting

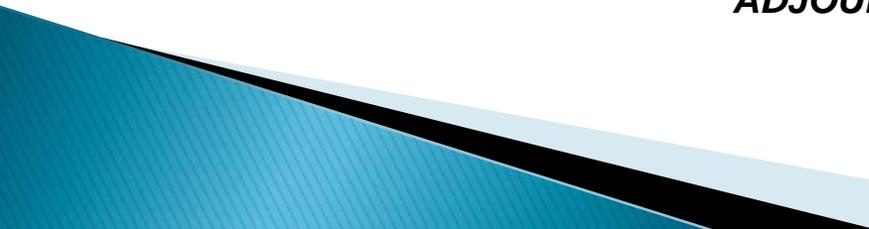
WARREN COUNTY MEMORIAL LIBRARY
COMMUNITY MEETING ROOM
WARRENTON, NORTH CAROLINA

**SUGGESTED AGENDA
FOR
December 6, 2010
ANNUAL ORGANIZATIONAL MEETING**

9:15 am - Call to Order Organizational Meeting – County Attorney

- 1) Election of Chairman to the Board
- 2) Election of Vice-Chairman to the Board
- 3) Appointment of County Attorney
- 4) Appointment of Clerk to the Board
- 5) Appointment of Deputy Clerk to the Board
- 6) Appointment of Deputy Tax Collectors
- 7) Designation of Current Depositories for Warren County Funds
- 8) Authorization to Honor Facsimile Signatures

ADJOURN ORGANIZATIONAL MEETING



ORGANIZATIONAL MEETING

DATE: December 6, 2010

ITEM: # 1

SUBJECT: Election of Chairman to the Board of Commissioners

SUMMARY: The Board of Commissioners holds its Annual Organizational Meeting the first Monday in December, at which time, the Chairman and other officers are elected to serve for the upcoming year.

NOMINATIONS: Name: _____ Motion _____ 2nd _____

Name: _____ Motion _____ 2nd _____

Name: _____ Motion _____ 2nd _____

ACTION TAKEN:



ORGANIZATIONAL MEETING

DATE: December 6, 2010

ITEM: # 2

SUBJECT: Election of Vice-Chairman to the Board of Commissioners

SUMMARY: The Board of Commissioners holds its Annual Organizational Meeting the first Monday in December, at which time, the Vice-Chairman and other officers are elected to serve for the upcoming year.

NOMINATIONS: Name: _____ Motion _____ 2nd _____
Name: _____ Motion _____ 2nd _____
Name: _____ Motion _____ 2nd _____

ACTION TAKEN:



ORGANIZATIONAL MEETING

DATE: December 6, 2010

ITEM: # 4

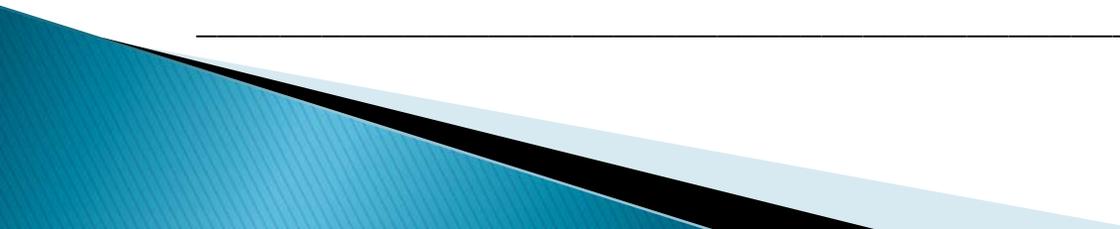
SUBJECT: Appointment / Re-Appointment of the Clerk to the Warren County Board of Commissioners

SUMMARY: The Board of Commissioners holds its Annual Organizational Meeting the first Monday in December, at which time, the Clerk to the Warren County Board of Commissioners and others are appointed to serve for the upcoming year. Angelena Kearney-Dunlap is currently serving and is presented for consideration for re-appointment.

NOMINATIONS: Name: _____ Motion _____ 2nd _____

Name: _____ Motion _____ 2nd _____

ACTION TAKEN:



ORGANIZATIONAL MEETING

DATE: December 6, 2010

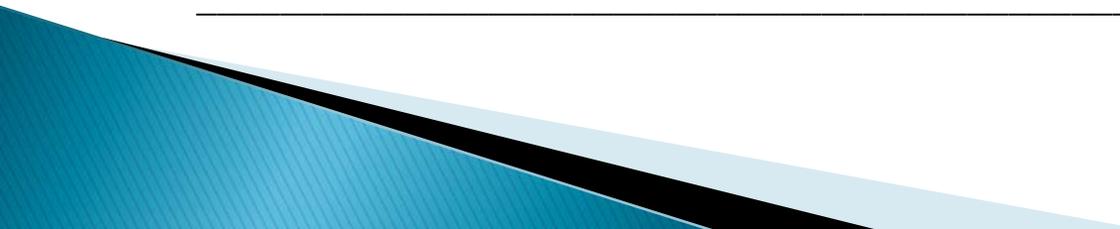
ITEM: # 5

SUBJECT: Appointment of the Deputy Clerk to the Warren County Board of Commissioners

SUMMARY: The Board of Commissioners holds its Annual Organizational Meeting the first Monday in December, at which time the Deputy Clerk to the Warren County Board of Commissioners and others are appointed to serve for the upcoming year. Paula Pulley is currently serving and is presented for consideration for re-appointment.

NOMINATIONS: Name: _____ Motion _____ 2nd _____
Name: _____ Motion _____ 2nd _____

ACTION TAKEN:



ORGANIZATIONAL MEETING

DATE: December 6, 2010

ITEM: # 6

SUBJECT: Appointment / Re-Appointment of Deputy Tax Collectors

SUMMARY: Each year appointments/re-appointments of certain positions are made. It is submitted to re-appoint Deputy Tax Collectors as follows. Each requires an individual motion:

	Motion	2nd to motion
Bonnie C. Andrews	_____	_____
Gladys Banks	_____	_____
Cindy Stegall	_____	_____
Yvonne Sharpes	_____	_____
<u>Delinquent Tax Collector:</u>		
Karen Towns	_____	_____

ACTION TAKEN:



ITEM: #7

SUBJECT: Designation of Depositories for various Warren County Funds

**SUMMARY: Each year designation of depositories for County funds is made.
Request is submitted for Board review and approval.**

**CURRENT DEPOSITORIES FOR
WARREN COUNTY FUNDS
AS OF DECEMBER 1, 2008**

Motion / 2nd

- | | |
|---|----------------------|
| 1. 1st Citizens Bank & Trust Company - Warrenton, NC | _____ / _____ |
| 2. Branch Banking & Trust Company - Warrenton, NC | _____ / _____ |
| 3. NC Capital Management Trust - Charlotte, NC | _____ / _____ |

ACTION TAKEN:



ORGANIZATIONAL MEETING

DATE: December 6, 2010

ITEM: # 8

SUBJECT: Designation of positions/individuals with Facsimile Signature Authority.

SUMMARY: Each year appointments/re-appointments of certain positions with signatory authority are made. The list of appointees/ designees is submitted for Board review and approval. Each requires an individual motion.

Signatures for Warren County Funds

- | | |
|---|---------------------|
| 1. Warren County Operating Account & Warren County General Fund Payroll Account: | Motion / 2nd |
| a) County Finance Officer – Barry Mayo | _____ / _____ |
| b) Chairman of the Board of County Commissioners | _____ / _____ |
| c) Clerk to the Board of County Commissioners | _____ / _____ |
|
 | |
| 2. Warren County Department of Social Services Trust Fund Account: | |
| a) Director of Social Services – Jeffrey Woodard | _____ / _____ |
| b) Administrative Officer II - Nell Moseley | _____ / _____ |

ACTION TAKEN:

Adjourn

Organizational Meeting

9:30 am
Public Hearing

Close out
Of
Community Development Block
Grant (CDBG)
Water Hook-Up Program
08-C-1865

Agenda

1. Chairman or designee call Public Hearing to Order
 2. Clerk to the Board Read Notice of Public Hearing
 3. Overview by Julie Reid, Grants Coordinator - Kerr-Tar COG
 4. Citizen Comments
 5. Manager and/or Commissioner Comments
 6. Adjourn Public Hearing
- 

NOTICE OF PUBLIC HEARING

Notice is hereby served that the Warren County Board of Commissioners will hold a public hearing on Monday, December 6, 2010 at 9:30 am in the Warren County Memorial Library Community Room, 119 S. Front Street, Warrenton, NC. The purpose of this hearing is to receive citizen's comments regarding:

The close out of the Community Development Block Grant Program, Project number 08-C-1865. This project was to provide residential water hook-ups to the County Water system.

All questions or written comments should be directed to:

Linda T. Worth, Warren County Manager
P.O. Box 619, Warrenton, NC 27589
Telephone: (252) 257-3115
lworth@co.warren.nc.us

All interested citizens are urged to attend this public hearing. Warren County is an equal opportunity employer and service provider; public improvements, housing rehabilitation assistance and other programs are administered without regard to race, color, creed, religion, handicap, or national origin.

Assistance and/or special aid for disabled persons is available upon request.

Barry Richardson, Chairman
Warren County Board of Commissioners

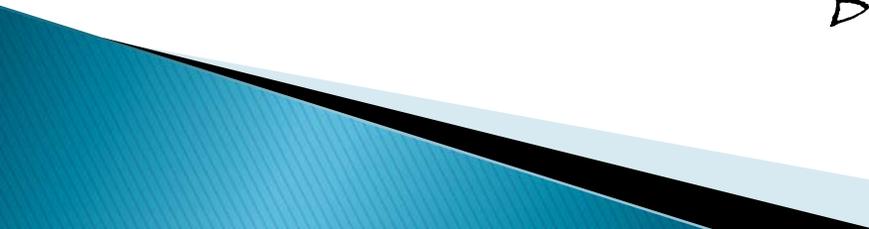
Public Hearing Procedures

This hearing is being held to hear any persons who wish to be heard relative to Close Out of 2008 Community Development Block Grant, Water Hook-Up Program.

RULES:

- Please sign up to speak
- The maximum time allotted to each speaker will be five minutes. The 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
- Order and decorum will be maintained
- Two questions are allowed from each speaker.

*Warren County
Board of Commissioners*



9:45 am
Public Hearing

DRAFT
WARREN COUNTY ORDINANCE
FOR THE REGULATION OF
SOUND CROSSING REAL PROPERTY BOUNDARIES
INCLUDING HIGH IMPACT LAND USES & POLLUTING INDUSTRIES



Agenda

1. Chairman or designee call Public Hearing to Order
 2. Clerk to the Board Read Notice of Public Hearing
 3. Overview by County Manager Linda T. Worth, Chairperson
Noise Control Ordinance Committee
 4. Citizen Comments
 5. Manager and/or Commissioner Comments
 6. Adjourn Public Hearing
- 

Notice

Proposed Ordinance

Regulation of Sound Crossing Real Property Boundaries Including High Impact Land Uses & Polluting Industries

Notice is hereby served that the Warren County Board of Commissioners has scheduled a public hearing to hear citizen comments regarding “Proposed Ordinance - for the Regulation of Sound Crossing Real Property Boundaries Including High Impact Land Uses & Polluting Industries”. This public hearing is set for December 6, 2010 at 9:45 am in the Warren County Memorial Library Community Room, 119 S. Front Street, Warrenton, NC.

To obtain a copy of the proposed ordinance in its entirety, you may visit the county web-site at: www.warrencountync.com or:

**Warren County Manager’s Office
105 South Front Street
Post Office Box 619
Warrenton, NC 27589
(252) 257-3115
(252) 257-5971 fax
e-mail: adunlap@co.warren.nc.us**

**All interested citizens are encouraged to attend this public hearing.
Warren County Board of Commissioners
Barry Richardson, Chairman**

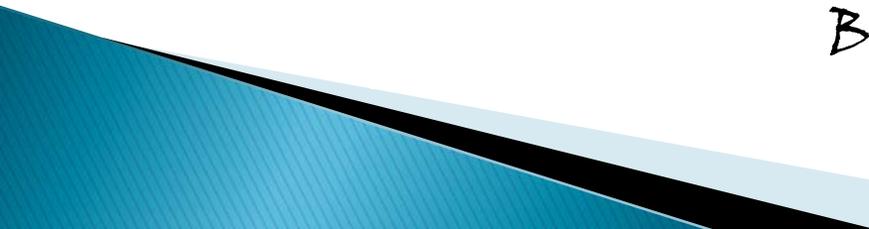
Public Hearing Procedures

This hearing is being held to hear any persons who wish to be heard relative to Proposed "Warren County Ordinance for the Regulation of Sound Crossing Real Property Boundaries Including High Impact Land Uses & Polluting Industries"

RULES:

- Please sign up to speak
- The maximum time allotted to each speaker will be five minutes. The 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
- Order and decorum will be maintained
- Two questions are allowed from each speaker.

*Warren County
Board of Commissioners*



Proposed Noise Control Ordinance has
been provided in a separate document.

It is also located on Warren County's web
site at www.warrencountync.com.
Go to "Online forms and downloads"
and choose "Ordinances"

*WARREN COUNTY
BOARD OF COMMISSIONERS*

December 6, 2010

10:00 AM – Regular Meeting

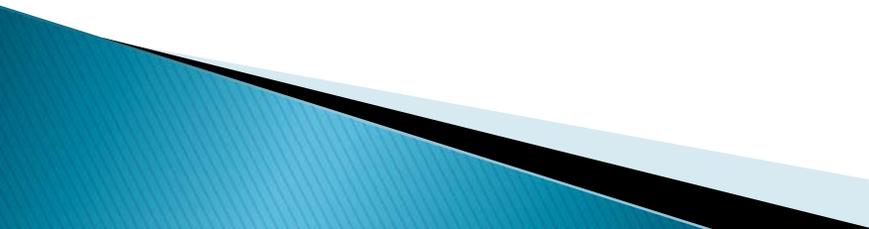
*WARREN COUNTY MEMORIAL LIBRARY
COMMUNITY MEETING ROOM
WARRENTON, NORTH CAROLINA*

10:00 am
Call to Order December 6, 2010
Regular Monthly Meeting
By
Chairman or Designee

Agenda Item # 2
Moment of Silence

Agenda Item # 3
Conflict of Interest Disclaimer



- ▶ *“Members of the Warren 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.
- 

Agenda Item # 4

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.

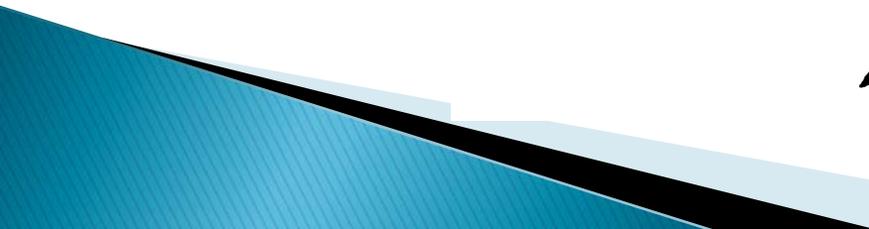
Any group of people who support or oppose the same position should
designate a spokesperson.

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: December 6, 2010

Agenda Item # 5

SUBJECT: Adopt December 6, 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
DECEMBER 6, 2010 REGULAR MONTHLY MEETING
OF THE WARREN COUNTY BOARD OF COMMISSIONERS
Memorial Library Community Meeting Room
WARRENTON, NORTH CAROLINA*

*9:00 AM – Swearing In Ceremony – Attorney Brian Leonard Officiating
9:15 AM - Annual Board Organization Meeting
9:30 AM – Public Hearing: Close Out CDBG 2008 Water Hook-Up Program
9:45 AM – Public Hearing: Proposed Revised Noise Control Ordinance*

- 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 December 6, 2010 Suggested Agenda
- 6 Consent Agenda
 - A. Approve Minutes - November 1, 2010:
 - * Public Hearing – 2010 CDBG Water Hook-Up Program Application
 - * Regular Monthly Meeting
 - B. Interest Income Report – Finance Director Barry Mayo
 - C. Tax Collector’s Report – Tax Administrator Robert Mitchum
 - D. Tax Release Requests (Over \$100) – Tax Administrator Robert Mitchum
Tax Release Requests (Under \$100) - “ “ “ “
 - E. Employee Performance Bond Renewal - Finance Officer
 - F. Employee Performance Bond – Interim Register of Deeds
7. Finance Office – Barry Mayo
 - A. Installment Purchase Financing – Bid Award for 2 vehicles and ambulance remount
 - B. Resolution Approving Financing Terms for vehicle(s) purchase
 - C. Amendment # 6 to the Warren County FY 2010-11 Budget Ordinance

7. D. Amendment # 12 to the Capital Project Ordinance for Water & Sewer Dist III, Phase II
- E. Amendment # 5 to the Capital Project Ordinance – Soul City Pump Station Improvements
- F. Capital Project Ordinance - Waste Water Treatment Plant Phase I Rehab Project
8. Juvenile Crime Prevention Council member appointments: O. Fuller, S.Howell, W.Boyd,Jr., D.Vaughan & G.Holtzman – Chairman Charles Walton
9. Resolution Conveying Personal Property by Private Sale to Hawtree VFD – Chief Perkinson
10. Request for Use of Armory Civic Center with fee waived
 - A. Vance Granville Community College – Randy Parker
 - B. Warren County High School Jr. ROTC – A'tiana Clark
11. Request to Extend Building & Grounds Maintenance Worker II position to end of fiscal year (June 30, 2011) – Elgin Lane
12. Consider request for Easement Right-of-Way through PCB disposal site – L. Thompson, III
13. Award Bid for Energy Efficient Lighting Project and Authorize Chairman to Sign Contract Documents
14. Designate Voting Delegate to January 2011 NCACC Legislative Goals Conference
15. Resolution Adopting A Policy for Mutual Aid Assistance with Other Law Enforcement Agencies – Sheriff Johnny Williams
16. Adopt FY 2011 Board Meeting Schedules - Clerk to the Board
 - A. 2011 Work Session Schedule
 - B. 2011 Board Monthly Meeting Schedule and Meeting Time
17. County Manager's Reports
 - A. Contracts Approved in November 2010
 - B. Manager's Status Report for November 2010
18. Adjourn December 6, 2010 Meeting
19. Department Heads Introduction to New Commissioners

Meeting Date: December 6, 2010

Agenda Item # 6A

SUBJECT: Approve Minutes

REQUESTED BY: Clerk to the Board

SUMMARY: Minutes have been provided via e-mail to Board Members for review:

November 1, 2010 Public Hearing for 2010 CDBG Water Hook-Up Application
November 1, 2010 Regular Monthly Meeting

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

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

**November 1, 2010 Public Hearing:
2010 CDBG Water hook-Up Project Application**

November 1, 2010 Regular Monthly Meeting

Meeting Date: December 6, 2010

Agenda Item # 6B

SUBJECT: Approve Interest Income Report

REQUESTED BY: Barry Mayo, Finance Director

SUMMARY: Interest Income Report for the month of October 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:



INTEREST INCOME REPORT
Month of October 2010

FUND	OCTOBER INCOME	FISCAL YEAR TO - DATE
General	1,093.63	4,962.59
Revaluation	15.74	79.44
E 911 Telephone System	39.93	201.58
Buck Spring Project	33.51	169.16
Ambulance Storage Facility	28.56	135.50
Library Building Project Fund	2.48	12.54
National Guard Armory	2.07	31.71
Regional Water Enterprise Fund	53.93	272.28
District 1 Enterprise Fund	80.44	406.08
Solid Waste	21.81	177.82
District II Enterprise Fund	81.33	410.57
District III Capital Project Fund	18.96	95.73
District III Phase II BANS	0.44	2.20
District III Enterprise Fund	66.85	337.50
Soul City Pump Station Improvements	0.47	2.37
	1,540.15	7,297.07

Meeting Date: December 6, 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 October 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 OCTOBER 2010**

Current Year Collections

Tax Year	Charge	Collected in OCTOBER	Collected to Date	Balance Outstanding	Percentage Collected
OCT 2010 FY11	\$14,821,352	\$778,439	\$3,201,164	\$11,620,188	21.60%
OCT 2009 FY10	\$14,926,610	1,150,034	3,493,008	11,433,602	23.40%

Difference between FY10 & FY11 is due to receiving mortgage payments in October 2009 and Receiving mortgage payment in November 2010

Delinquent Collections

2009	\$690,876	\$29,197	\$218,355	472,522	31.61%
2008	241,766	6,758	21,105	220,660	8.73%
2007	188,454	4,122	11,231	177,223	5.96%
2006	160,885	2,274	7,555	153,330	4.70%
2005	129,739	2,018	6,516	123,223	5.02%
2004	111,398	1,588	5,038	106,360	4.52%
2003	93,814	1,046	3,184	90,630	3.39%
2002	115,157	1,027	3,111	112,046	2.70%
2001	168,296	922	2,681	165,615	1.59%
2000	93,770	505	1,904	91,866	2.03%
Total Delinquent Years	\$ 1,994,155	\$49,457	\$ 280,680	\$ 1,713,475	

Other OCTOBER Receipts

County Penalties
Landfill User Fees
Municipalities
Fire District Taxes
Advance Taxes

\$ 57,706	\$ 45,224
\$ 65,994	\$ 266,824
\$ 26,933	\$ 112,476
\$ 40,852	\$ 175,684
\$ 3	\$ 1,715

OCTOBER GRAND TOTAL

\$ 1,019,384	\$ 4,083,767
---------------------	---------------------

R Edw Mitchum

R. Edwin Mitchum, Tax Collector

11/22/2010

Date

Meeting Date: December 6, 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

Page 1 of 2

Over \$100

12/6/2010

Date: _____

ERROR CORRECTION RELEASES:

HENDERSON KARA M DDS	2010 15017 200		31563	\$711.93 BUSINESS MOVED TO HENDERSON
BENNETT CHARLES A & DOROTHY	2010 4609 300	E6B204	5338	\$103.14 PTC SETTLEMENT
BENNETT CHARLES A & DOROTHY	2009 4609 303	H2 19J	21704	\$251.14 PTC SETTLEMENT
KING DONALD B JR	2010 34750 300	B1 16A2	30299	\$727.25 DISCOVERY ON WRONG PARCEL
SUB-TOTAL ERROR CORRECTIONS:				\$1,793.46

MOTOR VEHICLE RELEASES:

NORFOLK SOUTHERN RAILWAY	2010 27969 105	BP5767	39447	\$312.89 PD THRU UTILITIES IN 05 PER DOR
SUB-TOTAL MOTOR VEHICLE RELEASES:				\$312.89
SUB-TOTAL CORRECTION RELEASES:				\$1,793.46
Total Releases				\$2,106.35

LANDFILL USER FEE RELEASES:

ALLEN ROBERT V & PEGGY	2010 613 315	E4 35	193	\$115.00 NO ELEC/PER PROGRESS ENERGY
ALSTON RAYMOND & CAROLYN	2010 16335 200	E6 78	27158	\$115.00 NO ELECTRICITY
BENDER ALBERT G	2010 3108 300	B5 105A	967	\$115.00 HAS PRIVATE HAULER
BLANKENSHIP WILEY C	2010 31043 300	B7 28	108	\$115.00 MINIMUM ELEC PER LIGHT CO
BOWES DEBORAH W	2010 3931 302	D4 6	111	\$115.00 HAS PRIVATE HAULER
BOWES DEBORAH & WILLIAM	2010 3931 301	D4 7	111	\$115.00 HAS PRIVATE HAULER
BOYD FRANK	2010 5142 301	C2 2F	21078	\$115.00 HAS PRIVATE HAULER
BROWN VOYETTE P H	2010 21108 300	B6A 51	7919	\$115.00 HAS PRIVATE HAULER
BUXTON PLANTATION	2010 17830 300	G12 15	2070	\$115.00 HAS PRIVATE HAULER
CAMPBELL ALLEN E JR & BONN	2010 6533 333	C4 4	2184	\$115.00 HAS CONTRACT/WASTE INDUSTRY
DAVIS CALVIN	2010 10607 300	D7 15	3539	\$115.00 HAS PRIVATE HAULER

**Request
For Tax
Releases
Over \$100
Continued
Page 2 of 2**

DAVIS MICHAEL W & SARAH ANN	2010 31628 300	C6 56 A1	23922	\$115.00	NO ELECTRICITY
DOWNEY RONNIE A & RUBY D	2010 12134 300	D2 7D1	16582	\$115.00	HAS PRIVATE HAULER
DOWNEY RUBY B	2010 12135 300	D2 7B	15120	\$115.00	HAS PRIVATE HAULER
ELLINGTON RECECCA	2010 13137 301	B3 82	3931	\$115.00	NO ELECTRICITY
HARMON BOBBY L & ORA F	2010 17504 300	D4 75	5362	\$345.00	HAS PRIVATE HAULER
HARMON ROBBY L & TAMMIE C	2010 17509 300	D4 75B	17392	\$230.00	HAS PRIVATE HAULER
HARRIS E B & ANNE	2010 17830 342	G8 19	4470	\$115.00	HAS PRIVATE HAULER
HELLAMS SAMUEL W	2010 30470 300	B2 28G	19266	\$115.00	NO ELECTRIC/PER HALIFAX ELE
JONES GARY & BRENDA	2010 29460 300	J2A 7	11829	\$115.00	NO ELECTRICITY
PETTWAY MOSES L	2008 31527 108	G6 40	50594	\$105.00	NO LFUF HSE VACANT
PETTWAY MOSES L	2009 31527 109	G6 40	57795	\$105.00	NO LFUF HSE VACANT
PETTWAY MOSES L	2010 31527 327	G6 40	9566	\$115.00	NO LFUF HSE VACANT
PETTWAY MOSES L	2008 31527 108	F6A 1	50595	\$105.00	NO HSE ON PROPERTY
PETTWAY MOSES L	2009 31527 109	F6A 1	57796	\$105.00	NO HSE ON PROPERTY
PETTWAY MOSES L	2010 31527 328	F6A 1	9567	\$115.00	NO HSE ON PROPERTY
RICHARDSON WILLIE L & DEBORAH	2010 33510 302	I9 2A	19029	\$115.00	NO ELECTRIC/PER HALIFAX ELE
RUSSELL EVERT R	2010 9112 301	F2 18F	16745	\$115.00	NOT LIVEABLE
RUSSELL EVERT R	2010 9112 200	H3 34	31546	\$115.00	NOT LIVEABLE
SEAY RICHARD	2010 7766 300	L2B 14 15	9114	\$115.00	HAS PRIVATE HAULER
SHEARIN JASPER W JR	2010 36906 300	H3 52	11127	\$115.00	NO ELECTRICITY
TUCKER CHRISTOPHER M	2010 8580 300	C5 138	12354	\$115.00	HAS PRIVATE HAULER
VAN PETTEN THOMAS L	2010 41720 300	J2C 25	12993	\$115.00	HAS PRIVATE HAULER
VAUGHAN FLAVIOUS SR	2010 41732 332	C4 37	13033	\$115.00	HAS PRIVATE HAULER
VAUGHAN FRANK SR	2010 41735 200	C4 37	27079	\$115.00	HAS PRIVATE HAULER
WALKER ALLEN R & DEBORAH	2010 3931 303	D4 9	13021	\$115.00	HOUSE NOT LIVEABLE PER APU
WILLIAMS EUGENE & DELOIS	2010 44030 330	J10 53	13498	\$115.00	DAUGHTER HAS SW/CHARGED LF
WLKIN LANE W & BARRY W	2010 9320 301	L3C 2	15583	\$115.00	HAS PRIVATE HAULER
WOODY ROBERT & SHARON	2010 10915 301	G6 9B	14220	\$115.00	HAS PRIVATE HAULER
YOUNG KARL MICHAEL	2010 409 300	J2A 76	14218	\$115.00	HAS PRIVATE HAULER
TOTAL LFUF RELEASES:				\$4,905.00	

Total Releases

\$7,011.35

Under \$100

12/6/2010

Date:

Zlw
11/27/10

ERROR CORRECTION RELEASES:

<u>NAME</u>	<u>Year</u>	<u>ACCT#</u>	<u>MAP #</u>	<u>RECORD #</u>	<u>AMOUNT</u>	<u>REASON</u>
BELLO LOUIS P JR & PAMELA M	2010	16840 300	H1C205	20686	\$ 14.18	BT LIFT ADJUSTED PER EM
CATON JOHNSON M	2010	35118 2347	ZVW9427	69010	\$ 75.08	RELEASED TO BRUNSWICK CO
HARMON ROBBY L & TAMMIE	2010	17509 300	D4 75B	17392	\$ 17.10	SOLD BOAT IN 2009
HAWKINS JOHN J & CAROLYN B	2010	25275 300	K5 38A	22284	\$ 12.76	BOAT DAMAGED
JACKSON MAGNOLIA R	2010	31566 2437	VWW7692	69100	\$ 2.91	WRONG FIRE DISTRICT
WILLIAMS JOHN F & LINDA	2010	33571 300	I3D349	15977	\$ 8.85	DON'T OWN A BOAT IN WC
SUB-TOTAL ERROR CORRECTIONS:					\$	130.88

MOTOR VEHICLE RELEASES:

BAKES OSCAR R	2010	39273 2314	HD49900	68977	\$74.40	HIGH MILEAGE ON CAR
BRANDT ANDREA A	2010	33476 2424	YTX3193	60419	\$10.70	TURNED IN
BROWN RUTH P	2010	31557 109	BX9999	55319	\$79.76	SOLD
BUCKLEY PRESTON E	2010	5314 109	YRN8985	55122	\$4.99	HIGH MILEAGE
BUCKLEY PRESTON E	2010	5314 109	JO25SM	55777	\$6.65	HIGH MILEAGE
CHEEK CHARLES A	2010	8851 2094	HD33824	67062	\$1.77	WRONG FIRE DISTRICT ON VEHICLE
COPELAND HAZEL H	2010	9508 1411	TXK1323	64672	\$5.85	DONATED
COSOM MARY T	2010	33917 1602	ZTH4303	64863	\$9.75	VEHICLE HAS A SALVAGEABLE TITLE
CROWDER LOGGING INC	2010	18451 109	PT69612	53962	\$7.08	RELEASED TO GRANVILLE CO
HANCOCK LINDA S	2010	35060 2583	ZTN3994	67551	\$80.41	SOLD
HAYES JONATHAN T	2010	35106 2193	ZST5933	68856	\$29.04	RELEASED TO FRANKLIN CO
JACKSON WILLIAM LEE	2010	16052 1704	3R5180	59699	\$3.85	SOLD
JAFFE ALAN JACK	2010	4053 2256	VWV5661	68929	\$11.84	HIGH MILEAGE ON CAR
KEARNEY ANNABELLE A	2010	21977 106	SVT4663	42267	\$85.92	TOTAL LOSS
KUYKENDALL ROGER DEAN	2010	24746 1897	NWL3191	66865	\$48.59	IN MILITARY TX IS HOME STATE
LAVOCAT RICHARD A	2010	11752 1311	XWF8004	62786	\$15.44	WRECKED
MATA VICTOR	2010	19477 109	ZPH1365	55159	\$36.90	GAVE AWAY
MCCUTCHEON MICHAEL B	2010	9215 2565	WNA7925	69858	\$5.23	WRECKED
NEAL CORA L	2010	28704 1085	XWH2221	62560	\$6.05	HIGH MILEAGE ON CAR
RH GREENE FUNERAL HOME	2010	16420 1816	STB8935	66784	\$92.62	TRADED
STALLINGS ROBERT P	2010	38639 2497	XWH1270	67465	\$31.28	SOLD
TAYLOR VICTOR O	2010	32681 2374	TTN5219	69037	\$8.14	SOLD

SUB-TOTAL MOTOR VEHICLE RELEASES:

\$656.26

SUB-TOTAL CORRECTION RELEASES:

\$ 130.88

Total Releases

\$787.14

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

Meeting Date: December 6, 2010

CONSENT AGENDA Item # 6E

SUBJECT: Employee Performance Bonds Renewal

REQUESTED BY: Finance Office

**SUMMARY: Bond in the amount of \$50,000 for Finance Officer Barry Mayo is submitted for renewal:
\$175 premium; effective January 24, 2011 – January 24, 2012**

FUNDING SOURCE:

APPLICABLE STATUTE

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval.

NOTES:

NOTICE OF PREMIUM DUE

RECEIVED

NOV 29 2010

WARREN COUNTY MANAGER'S OFFICE

BARRY J. MAYO
% WARREN COUNTY
548 W. RIDGEWAY ST.
WARRENTON, NC 27589

RECEIVED
RECEIVED
NOV 29 2010
Finance
Finance

CNA SURETY

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

Bond/Policy#: 0601 14939441

Billing Date: 11/19/2010
Filing Date: 01/24/2011

Premium: \$175.00

Amount Due: \$175.00

Bond/Policy#: **0601 14939441**
Effective Date: 01/24/2011 Anniversary Date: 01/24/2012
Penalty: \$50,000.00
Name: BARRY J. MAYO
Description: NC FINANCE OFFICER COUNTY OF WARREN

Written By: WESTERN SURETY COMPANY

Your agent has requested that we bill your bond/policy directly from our office. PLEASE PAY THE AMOUNT INDICATED to CNA Surety. Prompt payment allows us to issue or continue your bond/policy coverage.

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

Phone: (252)257-3104
Agency: 32-02393

**Warrenton Insurance
Agency, Inc.
P. O. Box 633
Warrenton, NC 27589-0633**

Please detach and return the original coupon below with your payment

CNA Surety

Bond/Policy#: **0601 14939441** Effective Date: 01/24/2011
Name: BARRY J. MAYO
Description: NC FINANCE OFFICER COUNTY OF WARREN
Written By: WESTERN SURETY COMPANY
Agency: 32-02393 Warrenton Insurance

Amount Due: \$175.00

Billing Date: 11/19/2010

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

Make Check Payable To CNA Surety

CNA Surety
P.O. Box 802876
Chicago, IL 60680-2876

Meeting Date: December 6, 2010

CONSENT AGENDA Item # 6F

SUBJECT: Employee Performance Bond

REQUESTED BY: Register of Deeds

SUMMARY: Bond in the amount of \$10,000 for Register of Deeds position is submitted for approval; \$100 premium; effective December 1, 2010 to December 1, 2011.

FUNDING SOURCE:

APPLICABLE STATUTE

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval.

NOTES:

CNA SURETY

CNA Surety
P O Box 802875
Chicago, IL 60680-2875

Transaction Report & Invoice

Principal Information: ID:

Warren County Register of Deeds
Warren County Courthouse
109 South Main Street
Warrenton, NC 27589

Agency Code: 32-02393

Warrenton Insurance Agency, Inc.
P. O. Box 633
Warrenton, NC 27589-0633

Transaction Description:

Transaction Effective Date: 12/01/2010

Number: 24857391

Written By: Western Surety Company

Description: P.E. Position Schedule (1)

Obligee: State of State of North Carolina

Effective Date: 12/01/2010
Expiration Date: 12/01/2011
Current Penalty: \$10,000.00
Renewal Method:

Gross Premium Charge: \$100.00

Premium Due: \$100.00

Change Detail:

Agent: You may remove stub below to use as a billing/credit invoice

CNA Surety

INVOICE

FILE NO.	EFFECTIVE DATE	ANNIVERSARY DATE	PROCESS DATE	PENALTY
0601 24857391	12/01/2010	12/01/2011	12/01/2010	\$10,000.00

PRINCIPAL Warren County Register of Deeds
Warren County Courthouse 109 South Main Street, Warrenton, NC 27589

RISK STATE NC
DESCRIPTION P.E. Position Schedule (1)

OBLIGEE State of State of North Carolina

AGENCY CODE
32-02393

\$100.00

Your agent is: Warrenton Insurance Agency, Inc.
P. O. Box 633
Warrenton, NC 27589-0633



Western Surety Company

PUBLIC OFFICIAL POSITION SCHEDULE BOND

State Government of State of North

Name of Oblige Carolina

Bond No. 24857391

Name of Insured Warren County Register of Deeds

WESTERN SURETY COMPANY, as Surety, in consideration of an agreed premium is held and firmly bound unto the Oblige, for the faithful discharge of the duties of any Officer or Employee while occupying any position named in the schedule attached, or added thereto by written acceptance of the Surety, while in the service of the Insured, not exceeding the sum specified in said schedule or written acceptance of the Surety as to said position after the

1st day of December, 2010

This bond is subject to the following expressed conditions:

1. Automatic coverage is granted for the first thirty days' service of any Officer or Employee occupying a newly created position identical with one listed in the schedule of positions, in an equal amount.

Provided, however, that the automatic coverage herein granted shall be void and of no effect from the beginning, unless during the said thirty day period the Insured has requested in writing that the position be added to the schedule, and the Surety by written acceptance has consented thereto.

2. Coverage on any position may be increased or decreased upon written request of the Insured, and agreed to in writing by the Surety.

The Surety's liability under this bond shall not be cumulative, and in no event shall the Surety be called upon to pay a loss exceeding an amount greater than the largest single amount for which the position occupied by any Officer or Employee causing the loss is or has been covered in the schedule, whether said loss occurred during any one or more years. The liability of the Surety for any Officer or Employee occupying more than one position at one time, or at different times, shall not exceed the largest amount of coverage specified for any single position occupied by said Officer or Employee. The liability of the Surety shall never exceed the amount in effect for the position when the act of the Officer or Employee causing the loss shall have occurred. In the event there are more Officers or Employees occupying the position covered in the schedule than are listed therein, the Surety shall be liable for such proportion of the amount of coverage as the number of Officers or Employees listed bears to the number of Officers or Employees actually occupying the position when the loss occurred.

4. Cancellation hereunder is effective, and all liability under this bond shall cease as to the future acts or omissions as to any Officer or Employee on the date specified in written notice given by the Insured to the Surety as to any or all positions or Officers or Employees, or after thirty days' written notice given by the Surety to the Insured of its intent to cancel this bond in its entirety, or as to any Officer or Employee or position.

5. None of the specifications of this bond shall be altered or waived, except in writing by the Surety executed by the Chairman of the Board, its President, Vice President, Secretary, Assistant Secretary or Treasurer.

6. The liability of the Surety hereunder is subject to the terms and conditions of the following or to the following Riders attached thereto:

Dated this 1st day of December, 2010

WESTERN SURETY COMPANY

By Paul T. Buehler
Surety

Meeting Date: December 6, 2010

Item # 7-A

SUBJECT: Finance Office

REQUESTED BY: Barry Mayo, Finance Director

SUMMARY: Award bid for financing \$107,125 for the purchase of 2 vehicles and 1 ambulance remount to BB&T Bank: interest rate 2.19; total interest \$3,655.28. Authorize Chairman and County Manager to sign related documentation.

FUNDING SOURCE: Funds are budgeted in the individual departmental budgets.

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend Approval.

NOTES:

MEMORANDUM

TO: Warren County Board of Commissioners
FROM: Barry J. Mayo, Finance Director
SUBJECT: Installment Purchase Financing

November 16, 2010

Warren County solicited bids from six financial institutions for the installment purchase financing of 2 vehicles and 1 EMS remount as approved in the FY 11 budget. Financing was requested for \$107,125 for a term of 3 years. The following bids were received:

Financial Institution	Interest Rate	Total Interest	Costs	Total Costs
RBC Centura	2.34	3,908.36	100.00	4,008.36
Branch Banking & Trust	2.19	3,655.28	-	3,655.28
Wachovia Bank	No bid received			-
Bank of America	No bid received			-
First Citizens	3.25	5,452.08	200.00	5,652.08
Sun Trust	2.095	3,495.44	500+ UCC Fees + \$250 Escrow Setup Fees	4,245.44

As noted, BB&T Company submitted the bid with the lowest costs to the County; therefore, it is Finance Officers recommendation to accept BB&T's bid @ 2.19%.

Meeting Date: December 6, 2010

Item # 7-B

SUBJECT: Finance Office

REQUESTED BY: Barry Mayo, Finance Director

SUMMARY: Resolution Approving Financing Terms for purchase of 2 vehicles and 1 ambulance remount not to exceed \$107,125 with BB&T Bank at 2.19% interest is submitted for Board's review and adoption.

FUNDING SOURCE: Funds are budgeted in the individual departmental budgets.

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval.

NOTES:

Resolution Approving Financing Terms

WHEREAS: The Warren County (“County”) has previously determined to undertake a project for various vehicles and related equipment (the “Project”), and the Finance Officer has now presented a proposal for the financing of such Project.

BE IT THEREFORE RESOLVED, as follows:

1. The County hereby determines to finance the Project through Branch Banking and Trust Company (“BB&T”), in accordance with the proposal dated November 12, 2010. The amount financed shall not exceed \$107,125.00, the annual interest rate (in the absence of default or change in tax status) shall not exceed 2.19%, and the financing term shall not exceed three (3) years from closing.
2. All financing contracts and all related documents for the closing of the financing (the “Financing Documents”) shall be consistent with the foregoing terms. All officers and employees of the County are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution. The Financing Documents shall include a Financing Agreement and Deed of Trust and a Project Fund Agreement as BB&T may request.
3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by County officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.
4. The County shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The County hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).
5. The County intends that the adoption of this resolution will be a declaration of the County's official intent to reimburse expenditures for the project that is to be financed from the proceeds of the BB&T financing described above. The County intends that funds that have been advanced, or that may be advanced, from the County's general fund, or any other County fund related to the project, for project costs may be reimbursed from the financing proceeds.
6. All prior actions of County officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Approved this 6TH day of December, 2010.

Meeting Date: December 6, 2010

Item # 7-C

SUBJECT: Finance Office

REQUESTED BY: Barry Mayo, Finance Director

SUMMARY: Amendment # 6 to the Warren County FY 2010-2011 Budget Ordinance submitted for Board's approval.

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

2010/2011

Amendment No. 6

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:

Sheriff's Department	2,112
Health Department	855
Debt Service	566
Total	\$ 3,533

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

Increase/(Decrease) Revenues:

Restricted Intergovernmental - Health	855
Miscellaneous Revenue	2,112
Fund Balance Appropriated	566
Total	\$ 3,533

This amendment:

- appropriates funds to the Sheriff's Department for vehicle repairs.

Funding Source: Insurance Claims

- increases funds to the Health Department to agree with State allocations.

Funding Source: NC DHHS Division of Public Health

- appropriates funds to the Debt Service fund, the County rejected the original loan with Southern Bank choosing a less restrictive loan with BB&T with a slightly higher rate.

Funding Source: Fund Balance Appropriated

Respectfully Submitted 12/06/2010

Barry J. Mayo

Barry J. Mayo, Finance Director

Meeting Date: December 6, 2010

Item # 7-D

SUBJECT: Finance Office

REQUESTED BY: Barry Mayo, Finance Director

SUMMARY: Amendment # 12 to the Capital Project Ordinance for Warren County Water & Sewer District No. III Phase II Project, for Board's review and approval.

FUNDING SOURCE: Project funds.

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval.

NOTES:

**AMENDMENT TO THE CAPITAL PROJECT ORDINANCE FOR
WARREN COUNTY WATER & SEWER
DISTRICT NO. III PHASE II PROJECT
(Amendment No. 12)**

Section 3 of the above-reference capital project ordinance shall be amended as follows:

Increase/(Decrease) Revenues:

Sales Tax Refund	\$	<u>30,000</u>
Total	\$	30,000

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

Increase/(Decrease) Appropriations:

Engineering/Additional Service		<u>30,000</u>
Total	\$	30,000

Explanation:

This amendment:

- **Adjust budget to accommodate Amendment 9 to the Engineering Contract, as approved by the Warren County Board of Commissioners on November 1, 2010.**

Respectfully Submitted 12/06/2010

**Barry J. Mayo
Finance Director**

Meeting Date: December 6, 2010

Item # 7-E

SUBJECT: Finance Office

REQUESTED BY: Barry Mayo, Finance Director

**SUMMARY: Amendment # 5 to the Capital Project Ordinance for Warren County
Soul City Pump Station Improvements submitted for Board's approval.**

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval.

NOTES:

**AMENDMENT TO THE CAPITAL PROJECT ORDINANCE FOR
THE WARREN COUNTY SOUL CITY PUMP STATION
IMPROVEMENTS**

(Amendment No. 5)

Section 4. The following amounts are appropriated for the project

Construction Contract	\$	2,900
Engineering/Inspections		(1,000)
Legal and Administration		(1,900)
Total	\$	-

This amendment adjusts the budget to the most recent cost estimates for the project and appropriates funds in accordance with Change Order No. 1.

Respectfully Submitted 12/06/2010

Barry J. Mayo

Finance Officer

Meeting Date: December 6, 2010

Item # 7-F

SUBJECT: Finance Office

REQUESTED BY: Barry Mayo, Finance Director

SUMMARY: Capital Project Ordinance – Warren County Waste Water Treatment Plant (WWTP) Phase I Rehab Project submitted for Board’s adoption. Authorize Chairman and/or County Manager to sign related documentation.

FUNDING SOURCE: N/A

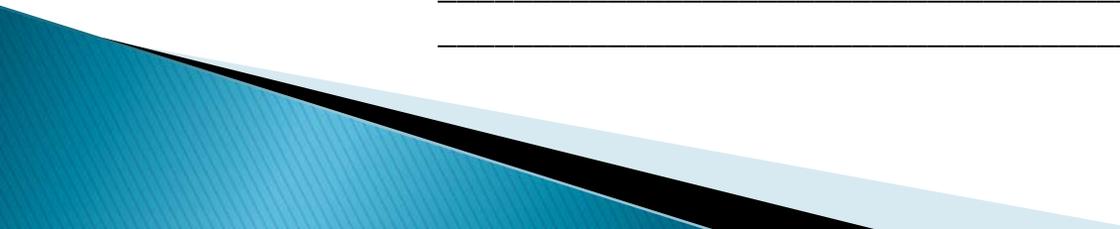
APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval.

NOTES:



**CAPITAL PROJECT ORDINANCE
WARREN COUNTY
WWTP Phase I Rehab Project**

BE IT ORDAINED by the Warren County Board of Commissioners that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Capital Project Ordinance is hereby adopted:

Section 1. The project authorized is the Warren County WWTP Phase I Rehab project

Section 2. The officers of this unit are hereby directed to proceed with the project within the terms of the above statute and the budget contained within.

Section 3. The following revenues are anticipated to be available to complete the project:

Clean Water Management Trust Fund	\$867,500
Total	\$867,500

Section 4. The following amounts are appropriated for the project:

Engineering	65,300
Legal and Administrative	5,000
Construction/Clarifiers	402,500
Construction/SCADA	202,300
Additional Services	131,900
Contingency	60,500
Total	\$867,500

Section 5. The Finance Officer is hereby directed to maintain with the Capital Project Fund sufficient detailed accounting records required by federal and state regulations.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due.

Section 7. The Finance Officer is directed to report monthly to the Board of Commissioners on the financial status of each project element in Section 4.

Section 8. Copies of this project ordinance shall be entered into the minutes of the governing board and filed with the Finance Officer.

Adopted this 6th day of December, 2010.

Warren County Board of Commissioners

Meeting Date: December 6, 2010

Agenda Item # 8

SUBJECT: Board/Commission Member Appointment

REQUESTED BY: Charles Walton, Chairman - Juvenile Crime Prevention Council

SUMMARY: It is submitted to appoint the following to a two year term on the above referenced Council, terms expire June 2012.

**Onica Fuller, District Attorneys Office Sallie Howell, Substance Abuse Professional
Willie A. Boyd, Jr., Faith Community Darell Vaughan, community member
Gary Holtzman, community member**

FUNDING SOURCE:

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Onica Fuller, District Attorneys Office

Sallie Howell, Substance Abuse Professional

Willie A. Boyd, Jr., Faith Community

Darell Vaughan, community member

Gary Holtzman, community member





(252) 257-3115

**WARREN COUNTY JUVENILE CRIME
PREVENTION COUNCIL (JCPC)**

POST OFFICE BOX 619
WARRENTON, NC 27589

Warren County Commissioners
619 Front Street
Warrenton, NC 27589

November 22, 2010

Dear Commissioners:

The Warren County Juvenile Crime Prevention Council meets monthly to discuss the services being provided to help reduce/prevent juvenile crime in our community. The council is comprised of a diverse group of individuals from the community.

Each appointed member serves a two year term. There are several new members that we would like to add to the council: Onica Fuller as the representative for the District Attorney's office, Sallie Howell as Substance Abuse Professional, Willie Alexander Boyd, Jr as a member of the faith community, Darell Vaughan and Gary Holtzman as members of the community. Each person brings something unique to the council. Each person would be appointed for a two year term to run from July 2010 through June 2012. Please note that each of these names was submitted as part of our annual plan and budget funding request in May of this year. However, it was brought to our attention that we should submit a separate proposal.

On behalf of the Juvenile Crime Prevention Council, I would like to say thank your for your consideration of this request.

Sincerely,

Charles Walton
JCPC Chairman

RECEIVED

NOV 24 2010

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. Juvenile Crime Prevention Council 3. _____
2. _____ 4. _____

Your full name Gary Dean Holtzmann
Date of Birth 4-16-1959 Sex M Race W
Mailing Address 193 Rodgers Place
City and Zip Code Norlina, NC 27563
Street Address same as above
City and Zip Code _____
Home Phone 252-456-4559 Work Phone 252-257-3836 x3
Job Title Soil and Water District Technician
Company or Agency Warren Soil and Water Conservation
Email Address gary.holtzmann@nc.nacdn.net

Do you live in the county? Yes No

Please list your County Commissioner 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
Name and Address of College Attended Barton College, Wilson, NC
Degree Received BS

Please list any military experience N/A

If you are presently serving as an elected or appointed official, please explain: VAD member, Secretary for WC Fireman's Association

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

Work Experience Warren County - 7 yrs Soil water conservation

Volunteer Experience Drewry VFD, 31 yrs, Warrenton lions - 5 yrs

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

Newspaper Current Warren County Volunteer Other

If other, please explain: Mac Vancey recruited.

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 Chay D Holtzmann
Date 8-6-2010

Please feel free to attach a resume if so desired.

Meeting Date: December 6, 2010

Agenda Item # 9

SUBJECT: Request to Convey Surplus Property

REQUESTED BY: Bruce E. Perkinson, Chief – Hawtree VFD

SUMMARY: Resolution Conveying surplus property to Hawtree VFD is submitted for Board’s review and adoption:

**Twelve (12) Bradley Stainless Steel Folding Paper Towel Dispensers
Three (3) White Folding Paper Towel Dispensers
Twenty (22) Bay West Roll Hand Towel Dispensers**

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval.

NOTES:

State of North Carolina

County of Warren

***Resolution Conveying Personal Property
By
Private Sale***

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

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

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

NOW, THEREFORE BE IT RESOLVED, that the Warren County Board of Commissioners hereby orders the County Manager to dispose of and convey by private sale for the sum of \$1.00 to Hawtree Volunteer Fire Department:

Twelve (12) Bradley Stainless Steel Folding Paper Towel Dispensers
Three (3) White Folding Paper Towel Dispensers
Twenty (22) Bay West Roll Hand Towel Dispensers

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

Adopted this 6th day of December 2010.

WARREN COUNTY BOARD OF COMMISSIONERS

**12 ~ Bradley Stainless Steel Folding Paper Towel Dispensers and
3 ~ White Folding Paper Towel Dispensers**



22 ~ Bay West Roll Hand Towel Dispensers



Meeting Date: December 6, 2010

Agenda Item # 10-A

SUBJECT: Request for Armory Civic Center Fee Waiver

REQUESTED BY: Randy Parker, Vance Granville Community College

SUMMARY: VGCC requests use of Warren County National guard Armory Civic Center with fee waived for February 17, 2011 (per attached).

FUNDING SOURCE:

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend waiver of the \$600 rental fee.

NOTES:

VANCE-GRANVILLE ¹⁹⁶⁹ *40* years ₂₀₀₉ COMMUNITY COLLEGE

Reflecting On Our Past ... Looking Ahead To Our Future

P.O. Box 917 • Henderson, N.C. 27536 • (252) 492-2061 • Fax: (252) 430-0460 • www.vgcc.edu

PRESIDENT
RANDY PARKER

TRUSTEES

DONALD C. SEIFERT SR.
CHAIR
Vance County

J. DAVID BROOKS
VICE CHAIR
Granville County

HENRIETTA H. CLARK
SECRETARY
Vance County

DEBORAH F. BROWN
Vance County

JOHN M. FOSTER
Vance County

STANLEY H. FOX
Granville County

L. OPIE FRAZIER JR.
Vance County

RONALD E. GREGORY
Vance County

ABDUL RASHEED
Vance County

ERNEST THOMPSON
Granville County

GRACE W. VICKERY
Vance County

SARA C. WESTER
Vance County

RALPH S. KNOTT
Franklin County
Liaison

ERNEST F. FLEMING III
Warren County
Liaison

JOHN K. NELMS
Trustee Emeritus

SOUTH CAMPUS
P.O. Box 39
Creedmoor, NC 27522
(919) 528-4737
Fax: (919) 528-1201

FRANKLIN CAMPUS
P.O. Box 777
Louisburg, NC 27549
(919) 496-1567
Fax: (919) 496-6604

WARREN CAMPUS
P.O. Box 207
Warrenton, NC 27589
(252) 257-1900
Fax: (252) 257-3612

November 17, 2010 **RECEIVED**

NOV 19 2010

WARREN COUNTY MANAGER'S OFFICE

Mrs. Linda Worth
Warren County Manager
PO Box 619
Warrenton, NC 27589

Dear Linda:

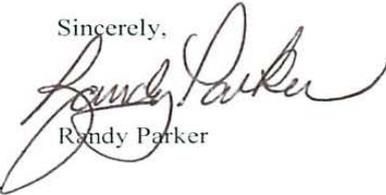
We would like to start an annual performance program in Warren County to showcase our Community Band and Music Scholars. Our goal is to offer this program free to the public in the February/March timeframe each year.

To provide this program for Warren County we would request permission to use the Armory and also request that the fee be waived for the use of the Armory.

This year the Warren County and Lake Gaston Chambers have agreed to have their business after hours meetings with Vance-Granville on February 17, 2011 at the Armory, assuming we are able to finalize our plans as discussed herein.

Thank you in advance for your consideration of our request, and for your support of VGCC.

Sincerely,



Randy Parker

/ap

pc: Dr. Angela Ballentine
George Henderson
Michael Stephenson

Meeting Date: December 6, 2010

Agenda Item # 10-B

SUBJECT: Request for Armory Civic Center Fee Waiver

**REQUESTED BY: A'tiana Clark, Senior Master Sergeant
Warren County HS Jr. ROTC**

SUMMARY: Warren County High School Jr. ROTC requests use of Warren County Armory Civic Center with fee waived for March 26, 2011 (per attached).

FUNDING SOURCE:

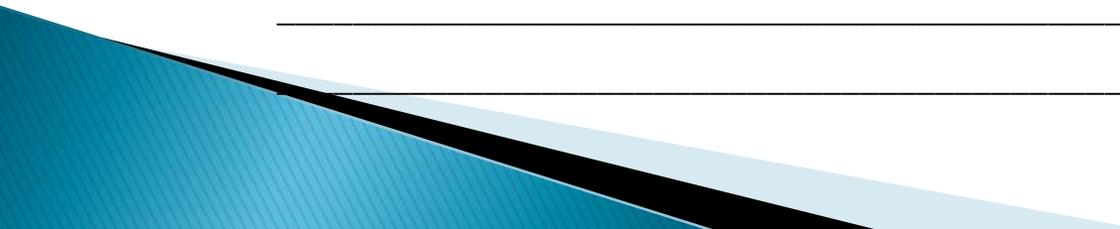
APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE: N/A

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend waiver of the \$600 rental fee.

NOTES:





Warren County High School AFJROTC Unit: NC-200612



149 Campus Dr. Warrenton, NC 27589
Office: (252) 257-4413 Fax: (252) 257-5689

Mrs. Worth,

My name is A'tiana Clark Senior Master Sergeant for the Warren County Chapter NC 200612 unit of AFJROTC. We are a non-profit organization which specializes in instilling leadership and everyday life skills in students to assist in our community.

Every year we attend or sponsor a Cadet Military Ball. In March ^{26,} 2011 we will be hosting the ball. We are requesting the rental fee to be waived for the Warren County Armory Civic Center. We are requesting the wavier so that we will not have to over charge our cadets on their ticket prices. We are trying to keep prices as low as we possibly can due to the fact that many cadets are low income and seniors who have other financial requirements.

We appreciate the support you have given us. Any help with the rental fee will be highly appreciated.

Sincerely,

A'tiana Clark
Military Ball Coordinator

cc: C/Commander
Lt. Col T. Paige

Meeting Date: December 6, 2010

Agenda Item # 11

SUBJECT: Human Resources

REQUESTED BY: Elgin Lane, Human Resources Manager

SUMMARY: HR Manager presents a request from Building & Grounds to extend time limited employment status of a full-time Maintenance Worker II position until the end of this fiscal year (June 30, 2011). Funds required \$9,240.

FUNDING SOURCE: Lapsed salaries and Fund Balance Appropriated

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval to be paid with lapsed salaries in the Buildings & Grounds Dept. with the difference to be paid from Fund Balance appropriated.

NOTES:

MEMORANDUM

TO: Warren County Board of Commissioners

FROM: Elgin J. Lane, Human Resources Manager

DATE: November 29, 2010

RE: Extension of Time Limited Position

I am requesting that you consider extending the time limited status for a full-time Building and Grounds Maintenance Worker II position until the end of this fiscal year which is June 30, 2011.

The Building and Grounds Maintenance Worker II position was approved on October 6, 2008 with a time-limited status of 18 months. The employee started on November 17, 2008 and his employment was scheduled to end on May 17, 2010. Prior to May 17, 2010, the Board approved extending the time limited status to June 30, 2010 and as a part of the fiscal year 2010-11 budget process, the Board approved extending the time limited status through December 31, 2010.

The Building and Grounds Maintenance Workers' duties consist of providing skilled carpentry work in construction, maintenance, remodeling and repair of County buildings. Mr. Charles Ayscue, Building and Grounds Maintenance Manager has indicated that there is a need for this position to continue to provide support to upcoming scheduled projects such as the renovation of the former Podiatrist Office on Ridgeway Street; the EMS buildings in both the Grove Hill and Afton communities; and the completion of the renovation for the Finance building.

The timeline for the completion of the projects listed above are as follows:

Task	Projected Time for Completion
Finance Building Renovation	2 weeks
EMS Facility (Afton Community)	2 months
Former Podiatrist Office on Ridgeway Street	2.5 months
EMS Facility (Grove Hill Community)	9 months

The Building and Grounds Maintenance Worker II position was vacant for approximately two months and \$4,620 was generated from lapse salaries; however, a total of \$9,240 is still needed to extend the position through June 30, 2011.

Thanks in advance for your consideration.

Meeting Date: December 6, 2010

Agenda Item # 12

SUBJECT: Request for Non-Exclusive Easement – PCB Landfill Site

REQUESTED BY: Lewis A. Thompson, III

SUMMARY: Attorney Thompson representing Julius Banzet, III, Lester D. Capps, Lynn C. Martin and Robert Alston Thompson requests the County grant a non-exclusive easement across an existing road on county-owned property to access their property adjacent to the PCB disposal site acquired through tax foreclosure sale.

FUNDING SOURCE: N/A

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Request legal review and recommendation from the County Attorney.

NOTES:

BANZET, THOMPSON & STYERS, P.L.L.C.
ATTORNEYS AT LAW
P.O. BOX 535 • 101 N. FRONT STREET • WARRENTON, NC 27589

JULIUS BANZET, III
LEWIS ALSTON THOMPSON, III
MITCHELL G. STYERS
BYRON C. DUNNING
ROBERT T. MAY, JR.

WARRENTON OFFICE
TELEPHONE: (252) 257-3166
FAX: (252) 257-2053

November 30, 2010

RECEIVED

NOV 30 2010

WARREN COUNTY MANAGER'S OFFICE

VIA HAND DELIVERY

Linda T. Worth
County Manager
Warren County
105 Front Street, PO Box 619
Warrenton, NC 27589

Dear Ms. Worth:

Attached hereto is a proposed easement from the County to Julius Banzet, III, Lester D. Capps, Lynn C. Martin and Robert Alston Thompson.

The four named individuals acquired the property which will be served by the proposed easement from the County pursuant to a tax foreclosure sale. The road over which the easement is sought, provided access to the PCB disposal site and was acquired by the County from the State of North Carolina.

The grant of this non-exclusive easement by the County would be most appreciated and I would request that you place this matter on the Board of Commissioner's December Agenda for consideration.

Sincerely,



Lewis A. Thompson, III

LATIII/lb
Enclosure (1)

EASEMENT

*Prepared by: Banzet, Thompson & Styers, P.L.L.C.
Warrenton, North Carolina 27589*

NORTH CAROLINA

WARREN COUNTY

THIS EASEMENT, made and entered into this _____ day of December, 2010, by and between Warren County, a body politic and corporate, party of the first part, and Julius Banzet, III, Lester D. Capps, Lynn C. Martin and Robert Alston Thompson, parties of the second part,

WITNESSETH:

WHEREAS, the parties of the second part hereto are the owners of lands acquired from Mark D. Bardill, as Commissioner for the party of the first part in a tax foreclosure action by deed dated _____ adjoining the hereinafter referred to roadway; and

WHEREAS, the party of the first part has agreed to grant to the parties of the second part the joint use of that 60' private easement shown on the hereinafter referred plat, which use shall be in addition to use thereof by the party of the first part and any others to whom it has conveyed or may convey such use.

NOW, THEREFORE, for and in consideration of TEN DOLLARS (\$10.00) and other valuable considerations, the party of the first part does hereby convey to the parties of the second party, the said non-exclusive use of the following easement of right of way:

BEGINNING at a point in the center of Secondary Road 1604, said point being located North 20 degrees 40 minutes East 100 feet, North 17 degrees 16 minutes East 418.4 feet of a point in the center of said SR 1604, which point is located where the southern property line of the Paul P. Pope, Jr., track of land, intersects the center line of said SR 1604; runs thence from the point of Beginning South 70 degrees 38 minutes East 989.62 feet to a point; runs thence North 44 degrees 32 minutes East 681.80 feet to an iron in the western property line of that certain 142.323 acre tract of land identified and more particularly described as "Tract I – Carter Pope Tract" in a deed recorded in Book 366, Page 180, Warren County Registry; runs thence along and with said line South 05 degrees 04 minutes 17 seconds West 94.43 feet to an iron, the southwest corner of said Tract 1 as described in Book 366, Page 180, Warren County Registry; runs thence South 44 degrees 32 minutes West 647 feet to a point; runs thence North 70 degrees 38 minutes West 1025.52 feet to a point in the center of said SR 1604; runs thence along and with the center of said SR 1604 North 17 degrees 16 minutes East 60.04 feet to the POINT AND PLACE OF BEGINNING; containing 2.303 acres, more or less, and being identified as "Easement of Egress, Ingress and Regress (Paul Pope

Easement)" on that certain map prepared by Ray C. Warren, Surveyor, dated April 1, 1982, captioned "Map Showing Property of the State of North Carolina," recorded in **Map Book 18, Page 4**, Warren County Registry, reference to which map is hereby made for a more particular description. Also being the same forty (40) foot easement granted by Paul P. Pope and wife, Helen D. Pope to the State of North Carolina recorded in Book 328, Page 86, Warren County Registry and the same twenty (20) foot easement granted by Carter C. Pope and wife, Linda W. Pope to the State of North Carolina recorded in Book 328, Page 83, Warren County Registry. For further reference and description see that deed from the State of North Carolina to Warren County recorded in Book 902, Page 206.

SUBJECT TO an easement more particularly described as follows:

BEGINNING at an existing iron pipe, said iron pipe being located in the western boundary between Warren County and the State of North Carolina and running thence North 60 degrees 35 minutes 33 seconds East 157.43 feet to a point; running thence South 87 degrees 47 minutes 35 seconds East 592.22 feet to a point; running thence North 76 degrees 56 minutes 40 seconds East 54.13 feet to a point in the eastern boundary line between the State of North Carolina and Warren County; and running thence along and with the eastern boundary line between the State of North Carolina and Warren County in a southerly direction South 00 degrees 18 minutes 37 seconds East 61.52 feet to a point in the eastern boundary line between the State of North Carolina and Warren County; running thence South 76 degrees 56 minutes 40 seconds West 48.59 feet to a point; running thence North 87 degrees 47 minutes 35 seconds West 582.09 feet to a point; running thence South 56 degrees 42 minutes 50 seconds West 182.45 feet to an existing iron pipe in the western boundary line between the State of North Carolina and Warren County; and running thence in a northerly direction along and with said boundary line North 00 degrees 19 minutes 25 seconds West 83.49 feet to the point and place of BEGINNING, and containing 1.14 acres and being designated as Parcel B on a plat and survey of the property, dated October 31, 1984, and revised November 20, 1985, entitled "Survey for Nat B. White," and recorded in the Office of the Register of Deeds of Warren County in **Map Book 20 at Page 52**, to which map and recording reference is hereby made for a more particular description. Being the same easement described as "Easement Across State Property" in that certain instrument dated May 20, 1987, by and between the State of North Carolina and Warren County and Nathaniel B. White and wife, Nellie J. White and recorded in Book 460, Page 209, Warren County Registry.

The parties of the second party by the acceptance of this easement agree upon the use by them of this easement to keep and maintain said roadway in as good or better condition as is generally maintained by the party of the first part.

IN WITNESS WHEREOF, the County of Warren, party of the first part, has caused this instrument to be executed in its name by **Barry Richardson**, Chair of Warren County Board of Commissioners, who has hereunto subscribed his name and affixed his seal, on behalf of Warren County, on this the day and year first above written.

WARREN COUNTY, NORTH CAROLINA

By: _____ (SEAL)
Barry Richardson, Chairman

ATTEST:

By: _____
Angelena Kearney-Dunlap, Clerk

STATE OF NORTH CAROLINA

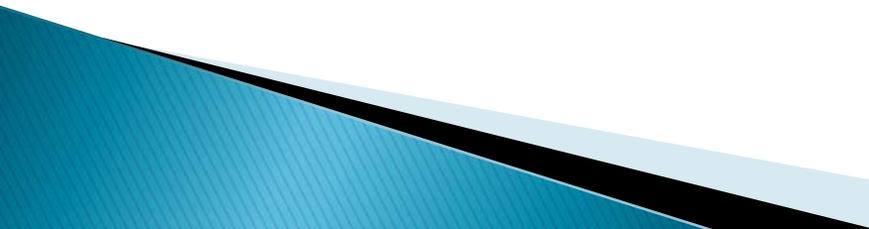
COUNTY OF WARREN

I, _____, a Notary Public of said County and State aforesaid, do hereby certify that **Angelena Kearney-Dunlap** personally came before me this day and acknowledged that she is the Clerk of the Board of Commissioners for the County of Warren, North Carolina and that by authority duly given and as the act of said County, the foregoing instrument was signed in its name by the Chair of said Board of Commissioners and attested by her as the Clerk to said Board of Commissioners

WITNESS my hand and notarial seal on this _____ day of _____, 2010.

NOTARY PUBLIC

My commission expires: _____



Meeting Date: October 5, 2009

Item # 13

SUBJECT: Energy Efficient Lighting Project

REQUESTED BY: Linda T. Worth, County Manager

SUMMARY: A recommendation is submitted to award the bid for energy efficiency improvements to Atlantic Energy Concepts of Burlington, NC in the amount of \$129,273.41 for the subject project. See attached memorandum and bid tabulation for information on all bids received. Also request authorization be given to the Chairperson of the Board to execute the contract documents.

FUNDING SOURCE: Energy Efficiency Community Block Grant

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval of bid award to Atlantic Energy Concepts in the amount of \$129,273.41 and request authorization be given the Chairperson to execute contract documents.

NOTES:

M E M O R A N D U M

TO: Warren County Board of Commissioners
FROM: Linda T. Worth, County Manager *LW*
DATE: November 30, 2010
RE: Energy Efficient Lighting project Bid Recommendation

A second bid opening was held for the Warren County Energy Efficient Lighting Project on Monday, November 29, 2010 due to only two bids being received at the first bid opening held on Monday, November 15th. Because only one contractor bid on the weatherization, insulation, and window repair, we will be rebidding that component of this project separately.

The Formal Bid Tabulation is attached. The following bids were determined to have met the project specifications and bidding requirements:

AEM, Inc.	\$162,628.95
Atlantic Energy Concepts	\$129,273.41
Coastline Electric Construction, Inc.	\$159,154.14

After reviewing the bid documents and contacting references, it is staff's recommendation that this project be awarded to Atlantic Energy Concepts in the amount of \$129,273.41. This project is funded by an Energy Efficiency Community Block Grant in the amount of \$182,933. A copy of the grant award letter is attached.

I am, therefore, requesting the Board's consideration to award the bid to Atlantic Energy Concepts and authorize the Chairperson of the Board to sign the necessary contract documents.

Should there be any questions or concerns, please do not hesitate to contact me.

Attachments



**North Carolina Department of Commerce
Energy Division**

Beverly Eaves Perdue, Governor
Dale Carroll, Deputy Secretary

J. Keith Crisco, Secretary
Ward Lenz, Energy Division Director

May 6, 2010

Dear Ms. Worth:

Thank you for submitting a response to the State Energy Office request for proposals to participate in the Energy Efficiency Community Block Grant Program. Congratulations, Warren County's response has been awarded \$182,933 for adding energy efficient lighting and other upgrades. We look forward to working with you as you implement your project.

A purchase order will be issued when we have verified receipt of all required signed documents, your DUNS number and your registration with E-procure.

We will be contacting you shortly with instructions on attending a Webinar on the reporting and monitoring requirements of the grant and to coordinate the start date for your project. The Webinar will be coordinated through the community college. **Please do not commit or expend any funds until we meet with you to discuss the EECBG requirements.**

If you have any questions, please contact Richard Self.

Sincerely,

A handwritten signature in black ink, appearing to read "Ward Lenz".

Ward Lenz
Director, State Energy Office

Mailing Address:
1340 Mail Service Center
Raleigh, NC 27699-1340

Telephone (919) 733-2230
Fax (919) 733-2953
www.energync.net

An Equal Opportunity/Affirmative Action Employer



Printed on Recycled Paper

Location:
1830A Tillery Place
Raleigh, North Carolina 27604

WARREN COUNTY ENERGY EFFICIENT LIGHTING PROJECT

FORMAL BID #0210

BID OPENING: 11/29/10, 2:00 P.M.

		CERTIFIED CHECK/BID BOND	ADDENDUM #1	ADDENDUM #2	UNIT PRICING	WEATHERIZATION	LIGHTING SUMMARY		SUMMARY
						INSULATION, WINDOWS	PRICING BY BUILDING	OCCUPANCY SENSORS	
CONTRACTOR	GC LICENSE #	ATTACHED TO BID FORM	RECEIVED	RECEIVED	SUMMARY SHEET TOTAL	SUMMARY SHEET TOTAL	TOTAL	INSTALLATION TOTAL	TOTALS
Stallings Superior Electric P.O. Box 625 Norlina, NC 27563		No Bid Bond-rejected							0
AEM, Inc. 16810 Kenton Dr. Suite 240 Huntersville, NC 28078	69062	Bid Bond attached	yes	no	completed	\$ 48,100.00 (W = 37125.66 and I = 10974.34)	\$ 162,429.96 Total without Weatherization = \$162,628.95	\$ 198.99	\$ 210,728.95
Atlantic Energy Concepts 2933 Deepwood Dr. #7206 Burlington, NC 27215	27041U	Bid Bond attached	yes	yes	completed	No Bid	\$ 129,195.90	\$ 77.51	\$ 129,273.41
Coastline Electric Const. Inc. 1838 Progress Rd. Greenville, NC 27834	14953U	Bid Bond attached	yes	yes	completed	No Bid	\$ 158,909.00 Total above includes \$3,876.00 for Bid Bond	\$ 245.14	\$ 159,154.14
									0
									0
									0
									0
									0
									0

CERTIFIED TRUE AND CORRECT: Janis J. Woods

DATE: 11/30/10

WITNESS: Paula Pulley

Meeting Date: December 6, 2010

Agenda Item # 14

**SUBJECT: Designate Voting Delegate to NC Association of County
Commissioners Legislative Goals Conference**

REQUESTED BY: Todd McGee, NCACC Communications Director

**SUMMARY: It is submitted to designate voting delegate to serve during January 20-21,
2011 Legislative Goals Conference at Sheraton Imperial Hotel in Durham County, NC.**

FUNDING SOURCE:

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



Clerks and managers,

Attached are two forms for our upcoming Legislative Goals Conference, which will be held Jan. 20-21, 2011, at the Sheraton Imperial in Durham County.

Please put as an agenda item on an upcoming meeting the selection of your voting delegate, and also please make sure your commissioners are aware that the registration has started for our Legislative Goals Conference (please note that this is **not** for the NACo Legislative Conference in Washington, D.C.).

The deadline to pre-register for the NCACC Legislative Goals Conference is Jan. 7, 2011. After Jan. 7, the registration fee increases from \$99 to \$125, so please register early.

We would also like to have your voting delegate form returned to us by that date as well, but you can also let us know at the conference who your designee is, if need be.

We are holding a block of rooms for January 19 and January 20 at the Sheraton Imperial in Durham County. The group rate is \$89 plus applicable state and local taxes. The cutoff date to make reservations is December 20, 2010. Check in time is 3 p.m., and checkout time is noon. To reserve a room, please call the hotel directly at (919) 941-5050 or Central Reservations at 800-325-3535. Please be sure to mention you are with the group, N.C. County Commissioners, to get the group rate.

The Sheraton Imperial hotel is a smoke free facility.



Todd McGee
Communications Director
North Carolina Association of County Commissioners
Phone (919) 715-7336 | Fax (919) 733-1065
www.ncacc.org
www.welcometoyourcounty.org



Memorandum

RETURN FORM BY JANUARY 7, 2011

VOTING DELEGATE DESIGNATION FORM LEGISLATIVE GOALS CONFERENCE JANUARY 20-21, 2011

NOTE: Please place this action on your board meeting agenda.

Each Board of County Commissioners is hereby requested to designate a commissioner or other official as a voting delegate. Each voting delegate should complete and sign the following statement and **RETURN IT TO THE ASSOCIATION NO LATER THAN FRIDAY, JANUARY 7, 2011.**

I, _____, hereby certify that I am the duly designated voting delegate for _____ County at the North Carolina Association of County Commissioners 2011 Legislative Goals Conference.

Signed: _____

Title: _____

Article VI, Section of the Association's Constitution provides:

“On all questions, including the election of officers, each county represented shall be entitled to one vote, which shall be the majority expression of the delegates of that county. The vote of any county in good standing may be cast by any one of its County Commissioners who is present at the time the vote is taken; provided, if no commissioner be present, such vote may be cast by another county official, elected or appointed, who holds elective office or an appointed position in the county whose vote is being cast and who is formally designated by the Board of County Commissioners. These provisions shall likewise govern district meetings of the Association. A county in good standing is defined as one which has paid the current year's dues.”



LEGISLATIVE GOALS CONFERENCE PRE-REGISTRATION FORM

Jan. 20-21, 2011

Sheraton Imperial Hotel, Durham County

(Form must be postmarked/faxed by Friday, Jan. 7, 2011)

COUNTY: _____

NAME: _____ TITLE: _____

<u>Fee</u>	<u>Amount</u>	<u>No.</u>	<u>Total</u>
Pre-registration	\$99	_____	\$_____

Any forms received with a postmark date after Jan. 7, 2011, or faxed after Jan. 7, 2011, will not be processed in advance, and the attendees will have to register on-site and pay the on-site rate of \$125.

If paying by check, please make check payable to NCACC and mail to:

NCACC
215 N. Dawson St.
Raleigh, NC 27603

If paying by credit card, complete the form below and fax to (919) 715-2121.

Credit Card VISA MasterCard

Name on Card: _____

Credit Card Number: _____ Expiration Date: _____

Signature: _____ Billing Zip Code: _____

E-mail (for receipt of payment): _____

Cancellations: Registration may be refunded (less a \$15 administrative fee) if the Association is notified by noon on Monday, Jan. 10, 2011.

Meeting Date: December 6, 2010

Agenda Item # 15

**SUBJECT: Resolution Adopting a Policy for Mutual Assistance with
Other Law Enforcement Agencies**

REQUESTED BY: Sheriff Johnny Williams

SUMMARY: Above referenced resolution is submitted for Board review and adoption.

FUNDING SOURCE:

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval.

NOTES:

**STATE OF NORTH CAROLINA
COUNTY OF WARREN**

**RESOLUTION ADOPTING A POLICY FOR
COOPERATION/MUTUAL AID BETWEEN LAW ENFORCEMENT AGENCIES**

WHEREAS, pursuant to N.C.G.S. § 153A-212 (2010) and N.C.G.S. § 160A-288 (2010), a county may cooperate with and agree to mutually aid the State and other local governments in law-enforcement matters, and;

WHEREAS, N.C.G.S. § 160A-288 requires the governing body of a county to officially adopt appropriate rules, policies and/or guidelines to govern such cooperation/mutual aid with other government law enforcement agencies within the State, and;

WHEREAS, pursuant to said laws, the law enforcement cooperation/aid to be rendered authorizes the officers of the lending agency to work temporarily with officers of the requesting agency (including in an undercover capacity), and lending equipment and supplies, and;

WHEREAS, it is deemed to be in the best interests of the citizens Warren County to adopt a reasonable policy and guidelines whereby reciprocal law enforcement assistance can be both rendered to and obtained from other governmental jurisdictions within the State, and;

WHEREAS, such reciprocal assistance is necessary for the effective law enforcement for the protection of the citizens of Warren County;

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

- The Warren County Sheriff is hereby authorized to lend officers of the Warren County Sheriff's Office to work temporarily with officers of requesting law enforcement agencies, including in an undercover capacity, and the Sheriff may lend such equipment and supplies to requesting agencies as he deems advisable;
- All such requests and authorizations shall be in accordance with N.C.G.S. § 160A-288 and § 153A-212, as applicable;

- While working with a requesting agency, a Warren County officer (on loan) shall have the same jurisdiction, powers, rights, privileges and immunities (including those relating to the defense of civil actions and payment of judgments) as the officers of the requesting agency, in addition to those the officer normally possesses;
- While on duty with the requesting agency, a Warren County officer (on loan) shall be subject to the lawful operational commands of the officer's superior officers in the requesting agency, but the officer shall, for personnel and administrative purposes, remain under the control of the officer's own agency, including for purposes of pay. An officer (on loan) shall furthermore be entitled to worker's compensation and the same benefits to the extent as though he were functioning within the normal scope of the officer's duties;
- The Warren County Sheriff is hereby authorized to enter into written cooperation/mutual aid agreements with other law enforcement agencies within the State, provided that:
 - the head of the requesting agency makes such request in writing;
 - reasonable arrangements, terms and conditions are agreed upon between the respective heads of the lending and requesting agencies;
 - said request is for temporary assistance as defined by law, and;
 - said agreement meets and/or incorporates the requirements of this Resolution therein.
- No written cooperation/mutual aid agreement shall be valid between agencies when and if there is a change in the leadership of one or the other agency. In such event, a new written cooperation/mutual aid agreement must be executed between the law enforcement agencies.

On this the 6th day of December, 2010.

Commissioner _____ moved for the adoption of the foregoing Resolution.

Commissioner _____ seconded the motion and, upon vote, the same was ADOPTED.

Barry Richardson, Chair
Warren County Board of Commissioners

Meeting Date: December 6, 2010

Agenda Item # 16-A

SUBJECT: Adopt 2011 Meeting Schedule

REQUESTED BY: Clerk to the Board

SUMMARY: It is submitted to schedule 2011 Board Work Sessions as follows:

Budget Goals Setting Work Session - January 19th – 10 am to 3 pm

Regular Work Sessions at 6:00 pm:

**February 16, April 20th, June 15th, August 17th, October 19th and
December 21st**

FUNDING SOURCE:

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

Warren County Board of Commissioners



2011 Work Session Schedule

Work Sessions are held the 3rd Wednesday of every other month unless otherwise posted.

January 19th

Budget Goal Setting Work Session

TIME: 10:00 am – 3:00 pm

LOCATION: Memorial Library

Community Meeting Room

Regular Commissioner Work Sessions

6:00 pm in the Warren County

Memorial Library Community Meeting Room

February 16th

April 20th

June 15th

August 17th

October 19th

December 21st

Meeting Date: December 6, 2010

Agenda Item # 16-B

SUBJECT: Adopt 2011 Meeting Schedule & Meeting Time

REQUESTED BY: Clerk to the Board

SUMMARY: It is submitted to schedule 2011 Regular Board Monthly Meetings the first Monday of each month as follows:

January 3, 2011	February 7th	March 7th	April 4th
May 2nd	June 6th	July 5th	August 1st
September 6th	October 3rd	November 7th	December 5th

Request Board select a meeting time ____ am or pm.

FUNDING SOURCE:

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



Warren County Board of Commissioners
 &
 Warren County Board of Commissioners
 As
 Governing Body of Water District III
2011 Meeting Schedule

The Warren County Board of Commissioner’s regularly scheduled meetings are held on the first Monday of each month at ____ am/pm. Mid-Monthly meetings shall be scheduled as needed. All meetings are in the Warren County Memorial Library Community Room, unless otherwise posted.

January 3, 2011	July 5 th * (4 th is a holiday)
February 7 th	August 1 st
March 7 th	September 6 th * (5 th is a holiday)
April 4 th	October 3 rd
May 2 nd	November 7 th
June 6 th	December 5 th

PLEASE NOTE:

* The 1st Monday in July and September falls on a County observed Holiday, therefore meetings will be held as indicated.

Meeting Date: December 6, 2010

Agenda Item # 17-A

SUBJECT: Contracts Approved by the County Manager in November 2010

REQUESTED BY: County Manager – Linda T. Worth

SUMMARY: Having been granted authority to enter into contracts up to but not to exceed \$50,000; Contracts executed by the County Manager are presented for the Board's information.

FUNDING SOURCE: Various

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

**Entire 32 page report is
provided in separate document.**



Animal Control Department

CenturyLink Sales Solutions, Inc.
665 Lexington Avenue
Mailstop: OHMANB0107
Mansfield, OH 44907

This is a Products and Services agreement for a replacement telephone system at the Animal Ark which includes installation, warranty and training. Funds to accommodate this purchase in the amount of \$3,825.22 are budgeted in the Animal Control Department's budget.

Sheriff's Department

MorphoTrak, Inc.
113 South Columbus Street
Alexandria, VA 22314

This is a Maintenance and Support Agreement for a Livescan Ruggedized Station and Lexmark Printer at an annual cost of \$4,681. Funds to accommodate this agreement for the current year are budgeted in the Sheriff's Department budget.

Sheriff's Department cont'd

Southern Software, Inc.
150 Perry Drive
Southern Pines, NC 28387

Agreement for additional Records Management System licenses, set-up, and support for air cards used by the Sheriff's Department. The annual cost of \$4,250 is budgeted in the Sheriff's Department budget for the current year.

Emergency Medical Services

Biomedical Alternatives
2174 Clover Hill Road
Dayton, VA 22821

This is a Maintenance Agreement for Zoll Defibrillators which are part of the EMS equipment inventory. The annual cost of \$720 is budgeted in the EMS departmental budget for the current year.

Meeting Date: December 6, 2010

Agenda Item # 17-B

SUBJECT: County Manager's November 2010 Report

REQUESTED BY: County Manager – Linda T. Worth

SUMMARY: Manager's Monthly Report is submitted for the Board's information.

FUNDING SOURCE:

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

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



Administration

- Prepared for and attended Board of County Commissioners regular monthly meeting (11/1/10)
- Met with M. Layne to discuss county issues and opportunities (11/2/10)
- Conducted Capital Improvement Plan meeting with several Department Heads (11/3/10)
- Attended Land Use Meeting at the Courthouse (11/3/10)
- Attended meeting with Dr. Appleton and others to discuss Slaughter House Project (11/8/10)
- Conducted Pre-Bid Conference for Energy Efficient Lighting Project (11/8/10)
- Attended Kerr-Tar RPO/TAC meeting in Oxford (11/9/10)
- Met with EDC Sub-Committee to discuss EntreDot proposal (11/10/10)
- Prepared for and conducted orientation for two new Board of Commissioner members (11/15/10)
- Conducted Energy Efficient Lighting Project bid opening – Only two bids received so project was re-advertised with new bid opening scheduled for November 29, 2010 (11/15/10)
- Met with Finance Director and Public Utilities Staff to discuss issue concerning water billing (11/17/10)
- Prepared for and conducted monthly Department Head's meeting (11/18/10)
- Thanksgiving Holidays Observed (11/25-26/10)
- Conducted 2nd Bid Opening for Energy Efficient Lighting Project (11/29/10)
- Attended Triangle North Board Meeting (11/30/10)
- Participated in practice of Customer Service Skit to be performed at Department Head's Annual Christmas Luncheon (11/30/10)

Project Updates

Construction/Renovation Projects

Renovations on the upper level of the former Mental Health Building that will house the County Finance Office are scheduled to be completed by 12/2/10 with the move scheduled for 12/3 and 12/6. After this project is completed, we will begin modifications on lower level to make the area below grade handicapped accessible.

EMS Satellite Facilities

The Davis-Bugg Road EMS facility is approximately 15 - 20% complete at this time. The Afton EMS facility is approximately 90% complete at this time. Sheetrock has been completed. Concrete work is scheduled to be done on the curbing, sidewalk, front porch and handicapped parking spaces. Paving of the front parking lot is scheduled to be bid in the next 10 days. Warren County received \$9,500 for each EMS Satellite Facility for parking lot paving.

Wastewater Treatment Plant Rehab Project

We were recently approved for a Division of Water Quality (DWQ) low-interest loan in the amount of \$867,500 for Phase I WWTP Rehab. An Engineering contract with AECOM Engineers was approved by the Board of Commissioners at the November 1st Board meeting. We are moving forward to meet the milestones identified for this project in the award letter from DWQ, the first being the submittal of the Engineering Report in January 2011. We are continuing to seek out additional funding for the remaining phases of the WWTP Rehab.

CDBG Projects

Ephraim Place Subdivision CDBG Project

All CDBG funds in this project have been expended. We have provided the Division of Community Assistance (DCA) with a Plan of Action and Extension Request Worksheet to explain how we plan to move forward with construction of the 19 homes in Ephraim Place Subdivision. Additional information requested by DCA has been submitted. We are now awaiting a final decision on our extension request.

Energy Efficiency Community Block Grant Program

In May 2010 Warren County was awarded an Energy Efficiency Community Development Block Grant in the amount of \$182,933. These funds will be used to make improvements to several county buildings and facilities to make them more energy efficient. The Advertisement for Bids was placed in the local newspaper as well as a newspaper serving historically underutilized businesses. The bid opening scheduled to take place on November 15, 2010 was held; however, only two bids were received which necessitated a re-advertisement of this project. A second bid opening was held on Monday, 11/29/10 at which time four bids were received. A recommendation for bid award will be made at the Board of Commissioners 12/6/10 meeting. If the bid is awarded and a contract executed, we anticipate this project will be completed in the spring 2011.

Other Activities

- Guest Speaker at Warren Co. High School PTSA Meeting (11/9/10)
- Participated in Service Awards Luncheon for Warren County Employees (11/10/10)
- Attended Retirement Reception for Com. Danny Wright in Vance Co. (11/16/10)
- Attended and participated in Warrenton Town Café Meeting (11/16/10)
- Participated in Ceremony Honoring a Warren County Veteran for the Veterans Memorial in Fayetteville (11/18/10)
- Attended Farm/City Week Breakfast Meeting (11/19/10)
- Attended Angel Tree Luncheon at DSS (11/23/10)
- Attended and participated in Gang Assessment Report to the Citizens (11/30/10)

Adjourn

December 6, 2010
Regular Meeting

**Department Heads
Introduction
To
New Commissioners**

