

*WARREN COUNTY
BOARD OF COMMISSIONERS*

February 15, 2012

6:00 PM

Board Work Session

*WARREN COUNTY ARMORY CIVIC CENTER
WARRENTON, NORTH CAROLINA*

February 15, 2012
Work Session Agenda

1. Department Head Reports – (5 min.)
 - Human Resources – Elgin Lane
 - Emergency Services & EMS – Doug Young & Dennis Paschall
2. Request for Waiver of Building Code Requirement - Larry & Sheila Carver
3. Update on SEMAA Funding – Jacqueline Leath
4. Request for Easement Across Buck Springs Property – Marvin Howard
5. DSS ROAP Program Funding Concerns – Jeffrey Woodard, DSS Director
6. Request to Implement Electronic Monitoring for Detention Center – Sheriff Johnny Williams
7. Update on Proposed Back-Up PSAP (911 Center) – Linda T. Worth
8. Final Report on Energy Savings from System Upgrades in County Buildings – Deborah Formyduval & Charles Ayscue
9. **Request from Martin Luther King, Jr Committee - Larry Jones, Jr.**
10. Policy Statement for Board Appointment/Reappointment for Warren County – Com. Jennifer Jordan
11. Proposed Policy for Resolutions & Proclamations – A. Dunlap, Clerk
12. Adjourn Work Session

February 15, 2012
Work Session Agenda

Item # 1

Department Head Reports
(5 minutes)

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- * Human Resources – Elgin Lane
- * Emergency Services & EMS – Doug Young & Dennis Paschall

February 15, 2012
Work Session Agenda

Item # 2

Request for Waiver of Building
Code Requirement

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Larry & Sheila Carver

**Magnolia Manor Plantation Bed and Breakfast
128 Pet Burwell Road
Warrenton, North Carolina 27589**

February 2, 2012

To: Warren County Board of Commissioners

The purpose of this letter is to respectfully request a waiver of a specific building code requirement as it relates to the new bathroom facility being constructed at Magnolia Manor. Current code requires a drinking fountain be included in the bathroom facility. There are numerous reasons for requesting a waiver to this requirement.

- 1) This is a historic property on the National Register. The addition of a modern drinking fountain seriously detracts from the appearance of a historic property. It is the historic nature and ambiance of the property that attracts our clients. The paved parking pad and the paved sidewalk as required by your office for handicap accessibility is already a serious wart on the appearance of this historic property.
- 2) This is not a facility like Walmart that is open to the public 24 X 7. We only host private events. During those events we provide food, drink and bottled water. In the ten (10) years that we have been hosting private events, we have never had a request for a water fountain and the provision of bottled water presented in vintage serving vessels in has been well received by our clients.
- 3) The water fountain that is intended to be hung on the outside of the building would not be a sanitary application as it will be constantly exposed to the elements. That is why most outside water fountains have been eliminated, including the ones in front of the Warren County Court House. Our clients are better served with bottled water.
- 4) Magnolia Manor has and hopefully will continue to present Warren County in a positive manner so as to increase tourism, economic development and tax revenue.

I trust that upon careful consideration, you will agree that the water fountain requirement in this application is unnecessary. You are welcome to visit the property at your convenience.

Respectfully submitted,


Larry Carver


Sheila Carver

Cc: Ken Kurlick
Warren County Preservation Board
Preservation North Carolina
Governor Beverly Perdue

Richard Burr
Kay Hagan
G.K. Butterfield
David price
Doug Berger



**WARREN COUNTY DEPARTMENT
OF
PLANNING * ZONING & CODE ENFORCEMENT**

February 9, 2012

Dear Mrs. Worth:

The North Carolina State Building Code dictates all the aspects of buildings in the state.

Mr. Carver's building was designed based on information received from him as it relates to occupancy.

The structural aspect of the building was designed by a structural engineer, Mr. William Person. Electrical and plumbing was designed by Michael Killian, an engineer.

The drinking fountain that is included is a matter of N.C. State Plumbing Code. The buildings for which the bathrooms were designed are classified as assembly use with A-2 occupancy.

The Code Section mandates in Table 403.1, the minimum number of required plumbing fixtures which is located in Chapter 4 of the N.C. State Plumbing Code 2009 Edition and according to this a drinking fountain is required.

If you have further questions, please contact me at 252-257-1305, ext. 29.

Thank you

Baron Williams
Code Enforcement Administrator

CHAPTER 4

FIXTURES, FAUCETS AND FIXTURE FITTINGS

SECTION 401
GENERAL

401.1 Scope. This chapter shall govern the materials, design and installation of plumbing fixtures, faucets and fixture fittings in accordance with the type of occupancy, and shall provide for the minimum number of fixtures for various types of occupancies.

401.2 Prohibited fixtures and connections. Water closets having a concealed trap seal or an unventilated space or having walls that are not thoroughly washed at each discharge in accordance with ASME A112.19.2M shall be prohibited. Any water closet that permits siphonage of the contents of the bowl back into the tank shall be prohibited. Trough urinals shall be prohibited.

401.3 Water conservation. The maximum water flow rates and flush volume for plumbing fixtures and fixture fittings shall comply with Section 604.4.

SECTION 402
FIXTURE MATERIALS

402.1 Quality of fixtures. Plumbing fixtures shall be constructed of approved materials, with smooth, impervious surfaces, free from defects and concealed fouling surfaces, and shall conform to standards cited in this code. All porcelain enameled surfaces on plumbing fixtures shall be acid resistant.

402.2 Materials for specialty fixtures. Materials for specialty fixtures not otherwise covered in this code shall be of stainless steel, soapstone, chemical stoneware or plastic, or shall be lined with lead, copper-base alloy, nickel-copper alloy, corrosion-resistant steel or other material especially suited to the application for which the fixture is intended.

402.3 Sheet copper. Sheet copper for general applications shall conform to ASTM B 152 and shall not weigh less than 12 ounces per square foot (3.7 kg/m²).

402.4 Sheet lead. Sheet lead for pans shall not weigh less than 4 pounds per square foot (19.5 kg/m²) coated with an asphalt paint or other approved coating.

SECTION 403
MINIMUM PLUMBING FACILITIES

403.1 Minimum number of fixtures. In new construction or building additions and in changes of occupancy as defined in the *North Carolina Building Code*, plumbing fixtures shall be provided for the type of occupancy and in the minimum number shown in Table 403.1. Types of occupancies not shown in Table 403.1 shall be considered individually by the code official. The number of occupants shall be determined by the *International Building Code*. Occupancy classification shall be determined in accordance with the *International Building Code*.

TABLE 403.1
MINIMUM NUMBER OF REQUIRED PLUMBING FIXTURES*
(See Sections 403.2 and 403.3)

NO.	CLASSIFICATION	OCCUPANCY	DESCRIPTION	WATER CLOSETS (URINALS SEE SECTION 419.2) ¹		LAVATORIES ¹		BATHTUBS/SHOWERS	DRINKING FOUNTAIN (SEE SECTION 410.1) ²	OTHER ³
				MALE	FEMALE	MALE	FEMALE			
1	Assembly (see Sections 403.2, 403.5 and 403.6)	A-1 ^d	Theaters usually with fixed seats and other buildings for the performing arts and motion pictures	1 per 125	1 per 65	1 per 200		—	1 per 500	—
			Theaters in K-12 schools ¹	1 per 125	1 per 100	1 per 200		—	1 per 500	1 service sink
		A-2 ^d	Nightclubs, bars, taverns, dance halls and buildings for similar purposes	1 per 40	1 per 40	1 per 75		—	1 per 500	—
			Restaurants, banquet halls and food courts	1 per 75	1 per 75	1 per 200		—	1 per 500	1 service sink ^b
			Cafeterias in K-12 schools ¹	1 per 125	1 per 100	1 per 200		—	1 per 500	1 service sink
		A-3 ^d	Auditoriums without permanent seating, art galleries, exhibition halls, museums, lecture halls, libraries, arcades and gymnasiums	1 per 125	1 per 65	1 per 200		—	1 per 500	—
			Gymnasiums in K-12 schools ¹	1 per 125	1 per 100	1 per 200		—	1 per 500	1 service sink
Passenger terminals and transportation facilities	1 per 500		1 per 500	1 per 750		—	1 per 1,000	1 service sink		
Places of worship and other religious services. Churches without assembly halls ²	1 per 150	1 per 75	1 per 200		—	1 per 1,000	—			

(continued)

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FIXTURES, FAUCETS AND FIXTURE FITTINGS

TABLE 403.1—continued
 MINIMUM NUMBER OF REQUIRED PLUMBING FIXTURES*
 (See Sections 403.2 and 403.3)

NO.	CLASSIFICATION	OCCUPANCY	DESCRIPTION	WATER CLOSETS (URINALS SEE SECTION 419.2) ^d		LAVATORIES ^d		BATHTUBS/SHOWERS	DRINKING FOUNTAIN (SEE SECTION 416.1) ^d	OTHER ^e	
				MALE	FEMALE	MALE	FEMALE				
1 <i>cont'd</i>	Assembly (see Sections 403.2, 403.3 and 403.6) <i>cont'd</i>	A-4	Coliseums, arenas, skating rinks, pools and tennis courts for indoor sporting events and activities	1 per 75 for the first 1,500 and 1 per 120 for the remainder	1 per 40 for the first 1,500 and 1 per 60 for the remainder	1 per 200	1 per 150	—	1 per 1,000	—	
		A-5	Stadiums, amusement parks, bleachers and grandstands for outdoor sporting events and activities ^b	1 per 75 for the first 1,500 and 1 per 120 for the remainder	1 per 40 for the first 1,500 and 1 per 60 for the remainder	1 per 200	1 per 150	—	1 per 1,000	—	
			K-12 stadiums, bleachers and grandstands for outdoor sporting events and activities ^{b,c}	1 per 125	1 per 100	1 per 250	1 per 200	—	1 per 1,000	—	
2	Business (see Sections 403.2, 403.4 and 403.6)	B	Buildings for the transaction of business, professional services, other services involving merchandise, office buildings, banks, light industrial and similar uses	1 per 25 for first 50 occupants and 1 per 50 for remaining occupants exceeding 50		1 per 40 for first 80 occupants and 1 per 80 for remaining occupants exceeding 80		—	15-100 1 101-250 2 251-500 3 add 1 per 500 exceeding 500	—	
3	Educational ⁱ	E	K-8 9 through 12 Teacher/Staff	1 per 25 1 per 30 1 per 30	1 per 25 1 per 25 1 per 25	1 per 60 1 per 100 1 per 100	—	—	1 per 100	—	
4	Factory and Industrial	F-1 and F-2	Structures in which occupants are engaged in work fabricating, assembly or processing of products or materials (see Section 403.3.1 for adjustments in occupant content)	1 per 100		1 per 100		(see Section 411)	1 per 400	—	
5	Institutional	I-1	Residential care	1 per 10		1 per 10		1 per 8	—	—	
		I-2	Hospitals and other health-care facilities ^a	Fixture requirements are regulated and enforced by state licensing and certification jurisdictions only.							
			Employees	1 per 25		1 per 35		—	1 per 100	—	
			Visitors	1 per 75		1 per 100		—	1 per 500	—	
		I-3	Prisons ^b	Fixture requirements are regulated and enforced by state licensing and certification jurisdictions only.							
			Reformatories, detention centers, and correctional centers ^b	Fixture requirements are regulated and enforced by state licensing and certification jurisdictions only.							
			Employees	1 per 25		1 per 35		—	1 per 100	—	
			Visitors	1 per 75		1 per 100		—	1 per 500	—	
		I-4	Adult day care	Fixture requirements are regulated and enforced by state licensing and certification jurisdictions only.							
			Child care	1 per 15		1 per 25		—	—	—	
Employees	1 per 25		1 per 35		—	1 per 100	—				
Visitors	1 per 75		1 per 100		—	1 per 500	—				

(continued)

TABLE 403.1—continued
MINIMUM NUMBER OF REQUIRED PLUMBING FIXTURES*
 (See Sections 403.2 and 403.3)

NO.	CLASSIFICATION	OCCUPANCY	DESCRIPTION	WATER CLOSETS (URINALS SEE SECTION 419.2) ^a		LAVATORIES ^d		BATHTUBS/ SHOWERS	DRINKING FOUNTAIN (SEE SECTION 410.1) ^e	OTHER ^g
				MALE	FEMALE	MALE	FEMALE			
6	Mercantile (see Sections 403.2, 403.5, 403.6)	M	Retail stores, service stations, shops, salesrooms, markets and shopping centers	1 per 500	1 per 750	1 per 500	1 per 750	—	1 per 1,000, 1,000 or greater require 1 more addition	—
7	Residential	R-1	Hotels, motels, boarding houses (transient)	1 per guestroom	1 per guestroom	1 per guestroom	1 per guestroom	1 per guestroom	—	—
		R-2	Dormitories, fraternities, sororities and boarding houses (nontransient)	1 per 10	1 per 10	1 per 10	1 per 10	1 per 8	1 per 100	—
			Apartment house	1 per dwelling unit	1 per dwelling unit	1 per dwelling unit	1 per dwelling unit	1 per dwelling unit	—	1 kitchen sink per dwelling unit; 1 automatic clothes washer connection per 20 dwelling units
		R-3 ^l	One- and two-family dwellings	1 per dwelling unit	1 per dwelling unit	1 per dwelling unit	1 per dwelling unit	1 per dwelling unit	—	1 kitchen sink per dwelling unit ^h
R-4	Residential care/unlicensed assisted living facilities	1 per 10	1 per 10	1 per 10	1 per 10	1 per 8	—	—	—	
8	Storage (see Sections 403.2 and 403.4)	S-1 S-2	Structures for the storage of goods, warehouses, storehouse and freight depots, low and moderate hazard ^{m,n}	1 per 100	1 per 100	1 per 100	1 per 100	See Section 411	—	—

- a. The fixtures shown are based on one fixture being the minimum required for the number of persons indicated or any fraction of the number of persons indicated. The number of occupants shall be determined by the *International Building Code*.
- b. Toilet facilities for employees shall be separate from facilities for inmates or patients.
- c. A single-occupant toilet room with one water closet and one lavatory serving not more than two adjacent patient rooms shall be permitted where such room is provided with direct access from each patient room and with provisions for privacy.
- d. The occupant load for seasonal outdoor seating and entertainment areas shall be included when determining the minimum number of facilities required.
- e. The number of fixtures provided shall be based on either the capacity of the church sanctuary or the church educational building, whichever is larger.
- f. For attached one- and two-family dwellings, one automatic clothes washer connection shall be required per 20 dwelling units.
- g. A mop receptacle with a water supply, or a hose bib and floor drain, may be used in lieu of a service sink.
- h. A can wash may be used in lieu of a service sink.
- i. See Section 403.9 for additional information on plumbing fixtures for schools.
- j. When the rearrangement of an area or space increases the occupant content, the plumbing facilities shall be increased in accordance with this code.
- k. For baseball stadiums, the number of fixtures shall be reduced by 50 percent.
- l. Service sink may be omitted when located within a single-family dwelling.
- m. Self-service mini-storage facilities without an office area are exempt.
- n. Unheated storage buildings which are used periodically are not required to have toilet rooms.

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[B] **403.1.1 Unisex toilet and bath fixtures.** Fixtures located within unisex toilet and bathing rooms complying with Section 404 are permitted to be included in determining the minimum required number of fixtures for assembly and mercantile occupancies.

403.2 Separate facilities. Where plumbing fixtures are required, separate facilities shall be provided for each sex.

Exceptions:

- 1. Separate facilities shall not be required for dwelling units and sleeping units.
- 2. Separate facilities shall not be required in structures or tenant spaces with a total occupant load, including both employees and customers, of 25 or less.
- 3. Separate facilities shall not be required in mercantile occupancies in which the maximum occupant load is 100 or less.
- 4. Except as provided in Section 405.3.2.

403.3 Number of occupants of each sex. The required water closets, lavatories, and showers or bathtubs shall be distributed equally between the sexes based on the percentage of each sex anticipated in the occupant load. The occupant load shall be composed of 50 percent of each sex, unless statistical data approved by the code official indicate a different distribution of the sexes.

403.3.1 Adjustments in occupant content. If an owner or tenant requests, the plumbing official shall make adjustments in the occupant content established by Table 403.1 for manufacturing, workshops, loft building, foundries, storage, aircraft hangars, garages and similar establishments. The owner or occupant shall provide written data accompanied by plans which substantiates a claim that the occupant content of a particular building or tenancy will, at all times, be less than provided for in the above table. Approval of such data and accompanying claims shall not prevent the plumbing official from requiring additional facilities based on the above table, should changes be made affecting the floor plan upon which the original approval was based whether such changes be made by the original or ultimate owner or building occupant or occupants. The remainder of the facilities requirements of Section 403.2 are not affected by this paragraph.

403.4 Location of employee toilet facilities in occupancies other than assembly or mercantile. Access to toilet facilities in occupancies other than mercantile and assembly occupancies shall be from within the employees' working area. Employee facilities shall be either separate facilities or combined employee and public facilities.

Exception: Facilities that are required for employees in storage structures or kiosks, and are located in adjacent structures under the same ownership, lease or control, shall be a maximum travel distance of 500 feet (152 m) from the employees' working area.

403.4.1 Travel distance. The required toilet facilities in occupancies other than assembly or mercantile shall be located not more than one story above or below the

employees' working area and the path of travel to such facilities shall not exceed a distance of 500 feet (152 m).

Exception: The location and maximum travel distances to required employee toilet facilities in factory and industrial occupancies are permitted to exceed that required in Section 403.4.1, provided that the location and maximum travel distance are approved by the code official.

403.4.2 Location of toilet facilities in covered malls. Deleted. See Section 403.6.1.

403.4.3 Pay facilities. Deleted. See Section 403.6.2.

403.5 Location of employee toilet facilities in mercantile and assembly occupancies. Employees shall be provided with toilet facilities in building and tenant spaces utilized as restaurants, nightclubs, places of public assembly and mercantile occupancies. The employee facilities shall be either separate facilities or combined employee and public facilities. The required toilet facilities shall be located not more than one story above or below the employees' work area and the path of travel to such facilities, in other than covered malls, shall not exceed a distance of 500 feet (152 m). The path of travel to required facilities in covered malls shall not exceed a distance of 300 feet (91 440 mm).

Exception: Employee toilet facilities shall not be required in tenant spaces where the travel distance from the main entrance of the tenant space to a central toilet area does not exceed 300 feet (91 440 mm) and such central toilet facilities are located not more than one story above or below the tenant space.

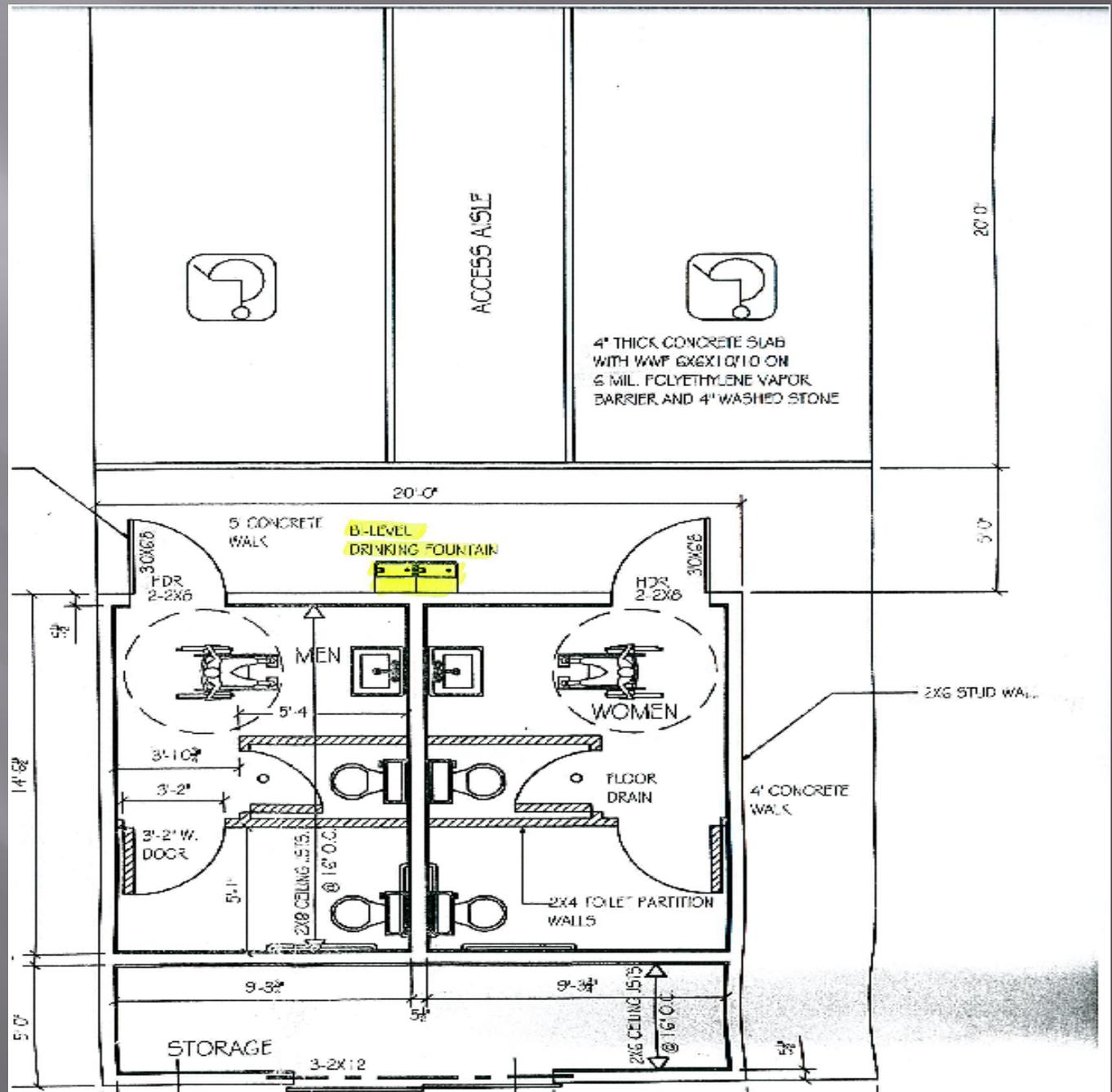
403.6 Public facilities. Customers, patrons and visitors shall be provided with public toilet facilities in structures and tenant spaces intended for public utilization. Public toilet facilities shall be located not more than one story above or below the space required to be provided with public toilet facilities and the path of travel to such facilities shall not exceed a distance of 500 feet (152 m).

403.6.1 Covered malls. In covered mall buildings, the path of travel to required toilet facilities shall not exceed a distance of 300 feet (91 440 mm). Facilities shall be installed in each individual store or in a central toilet area located in accordance with this section. The maximum travel distance to the central toilet facilities in covered mall buildings shall be measured from the main entrance of any store or tenant space.

403.6.2 Pay facilities. Where pay facilities are installed, such facilities shall be in excess of the required minimum facilities. Required facilities shall be free of charge.

403.7 Signage. Required public facilities shall be designated by a legible sign for each sex. Signs shall be visible and located near the entrance to each toilet facility.

403.8 Multiplex theaters. Plumbing fixtures for multiple adjoining motion picture theaters with a common lobby shall be based upon the seating capacity of the largest single auditorium plus 50 percent of the seats in the remaining auditoriums.



February 15, 2012
Work Session Agenda

Item # 3

Update on SEMAA Funding

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Jackie Leath, Director
SEMAA Program



**WARREN COUNTY NASA SEMAA
149 CAMPUS DRIVE
WARRENTON, NC 27589**

Tel. 252-257-7015 or 7016

Fax 252-257-7017

Website www.semaa-nc.com

February 9, 2012

FUNDING FOR THE NASA SEMAA PROGRAM

NASA is still in the process of restructuring its educational programs across the board over the next few months. Funding is on a quarterly basis until a decision on what programs will continue or how SEMAA will be impacted by this restructuring. We are still hopeful that the program will continue however, we just don't know what it will look like at this point.

NASA has sent funding in the amount of \$28,750.00 and committed to send \$25,000.00 for the winter session. However, these funds have not been received as of today, but we are assured that we will receive the allocated amount.

In an email received from the NSO director, Jomil Wiley, it was indicated that additional information may be available to share that would shed more light on the next steps for SEMAA next week during our monthly teleconference.

I would like to ask the Warren County Commissioners continued support for the SEMAA Program until a decision is made by NASA as to how they continue the program.

We are in the middle of the winter session with 86 students registered. Below I have listed a break-down of students by counties in this session. I am also providing you in a separate document the historical numbers of students served in the various counties by SEMAA since the program's inception.

<u>County</u>	<u>Number of Students</u>
Warren County	51
Halifax County	17
Granville County	6
Vance County	8
Northampton County	1
Mecklenburg County, VA	<u>2</u>
Total	86

**SEMAA and AEL
PARTICIPATION REPORT**

Break Down of Students Served by County From January 2000 - February 2012

<u>COUNTIES</u>	<u>STUDENTS</u>	<u>WINTER</u>	<u>TOTAL</u>
Warren County	3980	51	4031
Vance County	1599	8	1607
Halifax County	903	17	920
Northampton County	423	1	424
Granville County	379	6	385
Franklin County	357	0	357
Wake County	120	0	120
Other Counties & Out of State	467	3	470
Total	8228	86	8314

SEMAA

AEL

<u>Date</u>	<u>Session</u>	<u>Total</u>	<u>Date</u>	<u>Session</u>	<u>Total</u>
			Oct-Dec 1999	Fall	546
Jan-March 2000	Winter	89	Jan-March 2000	Winter	
March-May 2000	Spring	51	March-May 2000	Spring	
June 1 - 30, 2000	Summer	266	June 1 - 30, 2000	Summer	513
Totals		406			1059
Oct 7-Dec 12, 2000	Fall	69	Oct 7-Dec 12, 2000	Fall	135
Jan 8 -Feb 17, 2001	Winter	60	Jan 8 -Feb 17, 2001	Winter	147
Mar 10-May 5, 2001	Spring	107	Mar 10-May 29, 2001	Spring	369
Jun 4-Jun 29, 2001	Summer	296	Jun 4-Sept 10, 2001	Summer	585
Totals		532			1236
Sept 29-Nov 17, 2001	Fall	83	Sept 29-Nov 17, 2001	Fall	140
Jan 12-Mar 2, 2002	Winter	71	Jan 12-Mar 2, 2002	Winter	288
Mar 16-May11, 2002	Spring	71	Mar 16-May11, 2002	Spring	139
Jun 3 -June 28, 2002	Summer	478	Jun 3 -June 28, 2002	Summer	419
Totals		703			986
Oct 5-Nov 23, 2002	Fall	95	Oct 5-Nov 23, 2002	Fall	106
Jan 11-Mar 15, 2003	Winter	55	Jan 11-Mar 15, 2003	Winter	398
Mar 22-May 10, 2003	Spring	87	Mar 22-May 10, 2003	Spring	73
Jun 9- Jul 3, 2003	Summer	496	Jun 9- Jul 3, 2003	Summer	413
Totals		733			990
Oct 4-Nov 22, 2003	Fall	78	Oct 4-Nov 22, 2003	Fall	75
Jan 10 -Mar 6, 2004	Winter	58	Jan 10 - Mar 6, 2004	Winter	123
Mar 13 - May 8, 2004	Spring	97	Mar 13 - May 8, 2004	Spring	45
Jun 7 - July 2, 2004	Summer	388	Jun 6 - July 2, 2004	Summer	146
Totals		621			389
Oct. 2 - Nov. 20, 2004	Fall	76	Oct 2 - Nov 20, 2004	Fall	107
Jan. 8 - Feb. 26, 2005	Winter	91	Jan 8 - Feb 26, 2005	Winter	91
Mar 12 - May 7, 2005	Spring	86	Mar 12 - May 7, 2005	Spring	86
June 6 - July 1, 2005	Summer	498	June 13 - July 8, 2005	Summer	243
Totals		751			527
Oct. - Nov. , 2005	Fall	76	Oct. - Nov. , 2005	Fall	76
Jan. - Feb. , 2006	Winter	122	Jan. - Feb. , 2006	Winter	164
Mar - May , 2006	Spring	0	Mar - May , 2006	Spring	25
June - July , 2006	Summer	552	June - July , 2006	Summer	548
Totals		750			813

**SEMAA and AEL
PARTICIPATION REPORT**

Oct. - Nov., 2006	Fall	32	Oct. - Nov., 2006	Fall	32
Jan. - Mar., 2007	Winter	55	Jan. - Mar., 2007	Winter	55
April - May, 2007	Spring	67	April - May, 2007	Spring	67
June - July, 2007	Summer	481	June - July, 2007	Summer	481
Totals		635			635
Oct. - Nov., 2007	Fall	55	Oct. - Nov., 2007	Fall	50
Jan. - Mar., 2008	Winter	74	Jan. - Mar., 2008	Winter	55
April - May, 2008	Spring	71	April - May, 2008	Spring	74
June - July, 2008	Summer	425	June - July, 2008	Summer	496
Totals		625			675
Oct. - Nov., 2008	Fall	73	Oct. - Nov., 2008	Fall	65
Jan. - Mar., 2009	Winter	92	Jan. - Mar., 2009	Winter	92
April - May, 2009	Spring	220	April - May, 2009	Spring	102
June - July, 2009	Summer	398	June - July, 2009	Summer	398
Totals		783			657
Oct. - Nov., 2009	Fall	102	Oct. - Nov., 2008	Fall	102
Jan. - Mar., 2010	Winter	97	Jan. - Mar., 2009	Winter	93
April - May, 2010	Spring	137	April - May, 2009	Spring	137
June - July, 2010	Summer	510	June - July, 2009	Summer	515
Totals		846			847
Oct. - Nov., 2010	Fall	83	Oct. - Nov., 2010	Fall	128
Jan. - Mar., 2011	Winter	72	Jan. - Mar., 2011	Winter	124
Mar. - May, 2011	Spring	128	Mar. - May, 2011	Spring	138
June - July, 2011	Summer	466	June - July, 2011	Summer	468
Totals		749			858
Oct. - Nov., 2011	Fall	94	Oct. - Nov., 2011	Fall	113
Jan. - Mar., 2012	Winter	86	Jan. - Mar., 2012	Winter	113
Mar. - May, 2012	Spring		Mar. - May, 2012	Spring	
June - July, 2012	Summer		June - July, 2012	Summer	
Totals		180			226
Totals		8,314			9,898

SEMAA

AEL

Year Served	Students	Others	Total	Year Served	Students	Others	Total
				Oct - Dec 1999	546	110	656
Jan 2000 - Sept 2000	406		406	Jan 2000 - Sept 2000	513	168	681
Oct 2000 - Sept 2001	532	65	596	Oct 2000 - Sept 2001	1236	32	1268
Oct 2001 - Sept 2002	703	25	728	Oct 2001 - Sept 2002	986	36	1022
Oct 2002 - Sept 2003	733	156	889	Oct 2002 - Sept 2003	990	160	1150
Oct 2003 - Sept 2004	621	219	840	Oct 2003 - Sept 2004	389	96	485
Oct 2004 - Sept 2005	751	34	785	Oct 2004 - Sept 2005	527	47	574
Oct 2005 - Sept 2006	750	75	825	Oct 2005 - Sept 2006	813	25	838
Oct 2006 - Sept 2007	635	123	758	Oct 2006 - Sept 2007	635	132	767
Oct 2007 - Sept 2008	625	62	687	Oct 2007 - Sept 2008	675	50	725
Oct 2008 - Sept 2009	783	83	866	Oct 2008 - Sept 2009	657	20	677
Oct 2009 - Sept 2010	846	101	947	Oct 2009 - Sept 2010	847	82	929
Oct 2010 - Sept 2011	749	168	917	Oct 2010 - Sept 2011	858	97	955
Oct 2011 - Sept 2012	180	58	238	Oct 2011 - Sept 2012	226	27	253
Totals	8314	1169	9483		9898	1082	10980

February 15, 2012
Work Session Agenda

Item # 4

Request for Easement Across Buck Springs
Property

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Marvin G. Howard
& Others

To: Warren County Board of Commissioners

Date: February 8, 2012

From: Marvin G. Howard

Re: Road Easement

Mr. Chairman and Commissioners, Staff, Ladies and Gentlemen

I, Marvin G. Howard, come before you to respectfully request an easement for a road purpose in the Buckspring area. In order to comply with the county code, I have maps to explain this matter.

I am making this request for the following:

The T.K. Howard estate

The Cleaton Howard estate

The Artelia Howard Carter estate

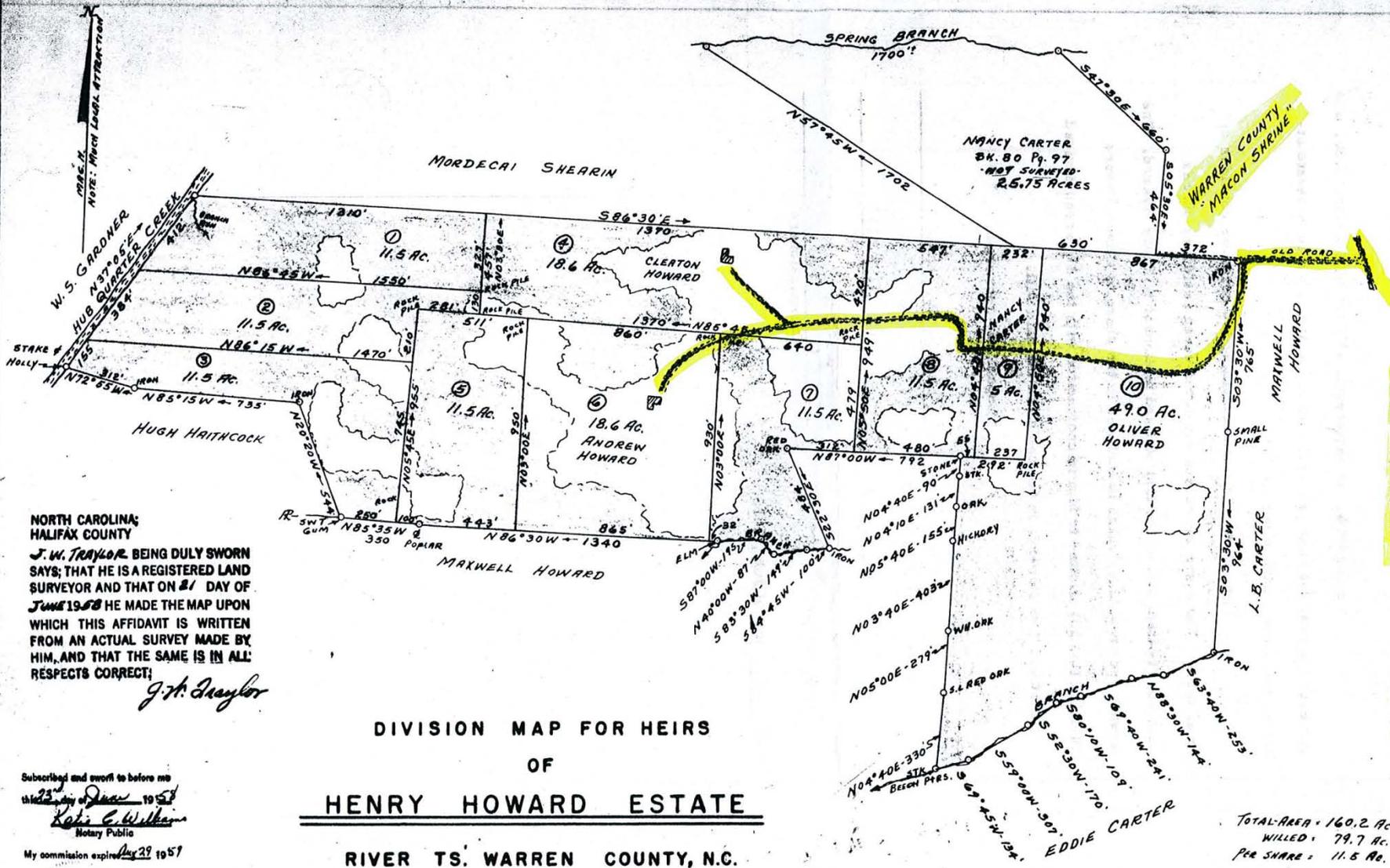
The J. D. Wilson land

The Alice T. Howard land and home

The Marvin G. Howard and Mary J. Howard land

The P. H. Forest Investments, LLC land

Thank you for your cooperation and consideration in this matter.



NORTH CAROLINA;
HALIFAX COUNTY
J. W. TRAYLOR BEING DULY SWORN
SAYS; THAT HE IS A REGISTERED LAND
SURVEYOR AND THAT ON 21 DAY OF
JUNE 1958 HE MADE THE MAP UPON
WHICH THIS AFFIDAVIT IS WRITTEN
FROM AN ACTUAL SURVEY MADE BY
HIM, AND THAT THE SAME IS IN ALL
RESPECTS CORRECT;

J. W. Traylor

Subscribed and sworn to before me
this 21 day of June 1958
Kati E. Wilkerson
Notary Public
My commission expires Aug 29 1957

DIVISION MAP FOR HEIRS
OF
HENRY HOWARD ESTATE
RIVER TS. WARREN COUNTY, N.C.
1" = 330'
JUNE 21, 1958

J. W. TRAYLOR, C.S.
ROANOKE RAPIDS, N. C.

TOTAL AREA - 160.2 Ac
WILLED - 79.7 Ac.
PER SHARE - 11.5 Ac.

SHADDED AREA IS WILLED

Megan Lenhart
4993 Hunter Road
Ashland City, Tennessee 37015
615-307-3611

February 6, 2010

Angelena Dunlap
Warrenton County Managers Office and
Board of Commissioners
Post Office Box 619
Warrenton, North Carolina 27589

Dear Ms. Dunlap and Commissioners,

Thank you for responding to my online request. I own a piece of property in Buck Springs. The following is my request in writing to ask for your help in getting a legal easement to my property. The property is off Nathaniel Macon Drive. I am enclosing a boundary map.

Description:	Buck Spring NO 3
Record:	# 11138
Parcel Number	14B149
Plat Book	15
Page	63

I pray that you will be able to help me in this matter and I thank you. Please call me anytime at 615-307-3611.

Sincerely,



Megan S. Lenhart



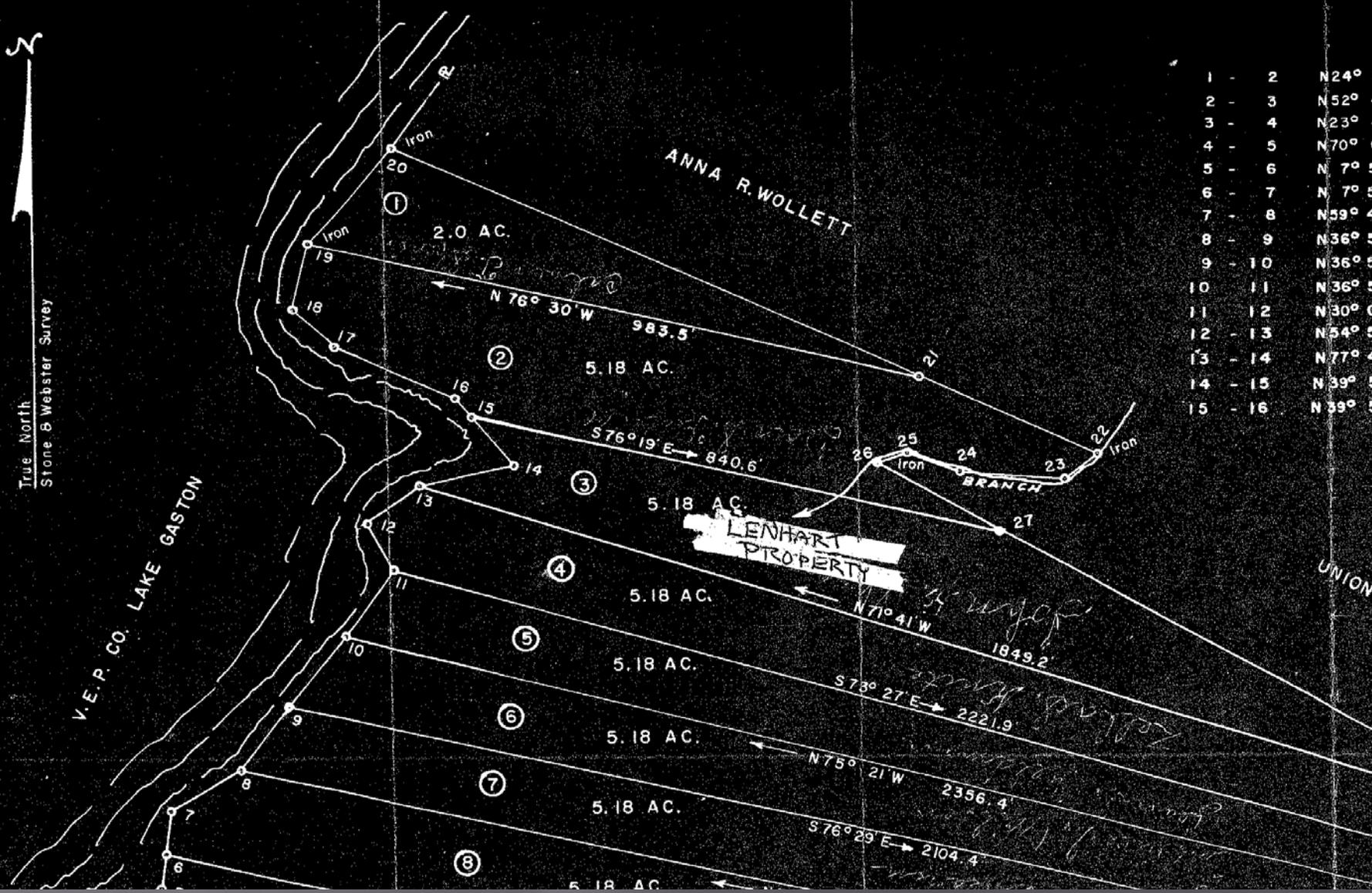
True North
Stone & Webster Survey

V.E.P. CO. LAKE GASTON

ANNA R. WOLLETT

~~LENHART PROPERTY~~

UNION



1 - 2	N 24° 3'
2 - 3	N 52° 4'
3 - 4	N 23° 4'
4 - 5	N 70° 0'
5 - 6	N 7° 5'
6 - 7	N 7° 5'
7 - 8	N 59° 4'
8 - 9	N 36° 5'
9 - 10	N 36° 5'
10 - 11	N 36° 5'
11 - 12	N 30° 0'
12 - 13	N 54° 5'
13 - 14	N 77° 4'
14 - 15	N 39° 5'
15 - 16	N 39° 5'

February 15, 2012
Work Session Agenda

Item # 5

Department of Social Services
ROAP Program Funding Concerns

== =

Jeffrey Woodard, DSS Director



WARREN COUNTY
DEPARTMENT OF SOCIAL SERVICES
307 N. MAIN STREET
WARRENTON, NORTH CAROLINA 27589

(252) 257-5000

JEFFREY WOODARD
DIRECTOR

January 30, 2012

Warren County Board of Commissioners
C/o Angelena Kearney-Dunlap, Clerk to the Board
105 Front Street
P.O. Box 619
Warrenton, North Carolina 27589

Re: Rural Operating Assistance Program (ROAP)

Dear County Commissioners:

The ROAP grant is a North Carolina Department of Transportation (NCDOT) grant that represents a partnership among the local DSS; the Senior Citizen Center; KARTS; and the County Finance office. ROAP provides for transportation services to elderly and disabled adults, Work First employment transportation, Senior Citizen Center elderly and disabled transportation, and the general public transportation such as provided by KARTS. The grantor designated the County Finance Office as the lead agency for this partnership. The total grant allocation to Warren County is \$114,014.

Last year, NCDOT implemented changes with the ROAP application process requiring that grantees who were interested in applying for the grant comply with the following contract conditions: (1) service delivery to ROAP recipients shall start at the beginning of each fiscal year to ensure that funds are maximized. [Some ROAP agencies did not expend funds until they actually received the funds from the state. This practice delayed service delivery for ROAP recipients. Warren County was told not to withhold service delivery even if state funds are late. Grantees will get there allocation], and (2) grantees are expected (as a condition of the contract) to assure that the grant last throughout the fiscal year. The local county government assumes fiscal responsibility for funding the service if funds are expended prior to fiscal year end.

The agency work group (finance officer, DSS staff, senior citizen director, and county clerk) completed the ROAP application for Board of Commissioner's review. However the work group expressed concerns regarding the new policy amendments and notated these changes to the Board of Commissioners in 2011. The application was approved.

DSS will expend its elderly and disabled ROAP monies (\$24,218) prior to the 2011-2012 fiscal year end. As of November 30, 2011, we spent \$15,086.00 with a remaining balance of \$7,604.00. We average approximately \$4000.00 per month in expenditures and anticipate needing a minimum \$20,400 for January 2012 thru June 2012.

Again, we are unable to reduce the expenditure rate as the conditions of the grant prohibit service reductions and/or waiting lists. We approve an average of 270 trips per month from elderly and disabled ROAP funds. In lieu of our current situation with ROAP and the new rules that restrict adjusting service delivery, the department proposes the following recommendations:

- (1) We request a minimum \$20,400 from the Warren County's Fund Balance to continue service delivery through FY 2011-2012.
- (2) We request Board of Commissioner guidance as to the practicality of applying for the ROAP grant in future years given that: (a) NCDOT rules prohibit restricting service delivery to ROAP recipients and the development a waiting list; (b) it is likely that we will find ourselves in a similar situation next fiscal year (requesting funds from the County's Fund Balance) given the conditions set-forth in the contract.

Sincerely,

Jeffrey Woodard, MSW, Director

February 15, 2012
Work Session Agenda

Item # 6

Request to Implement Electronic
Monitoring for Detention Center

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Sheriff Johnny Williams
Mr. Michael Elchenko of iSECUREtrac
Sheriff Vincent of Northampton County
Sheriff White of Vance County
Sheriff Jones of Franklin County



January 4, 2012

Sheriff Johnny M. Williams
Warren County Sheriff's Office
132 Rafters Lane
Warrenton, NC 27589

Dear Sheriff Williams:

During the past few years, iSECUREtrac has gathered research from Sheriffs' across the nation. Our research shows that the average Sheriff's Department is paying \$40 per day to house an inmate. This charge does not include any medical or transportation costs.

Using the \$40 per day rate, which is a very conservative figure, I have created a savings summary based on 20 people enrolling in the program.

Cost of Incarceration:

20 x \$40 = \$800 Daily
\$800 x 30 Days = \$24,000 Monthly
\$24,000 x 12 Months = \$288,000 Yearly

Maximum Cost of Electronic Monitoring

20 x \$6.25 = \$125 Daily
\$125 x 30 Days = \$3,750 Monthly
\$3,750 x 12 Months = \$45,000 Yearly

This will save the county, at a minimum of \$243,000. (THIS DOES NOT INCLUDE MEDICAL OR TRANSPORTATION EXPENSES)

Many jails are also experiencing jail overcrowding at an alarming rate. We would like to propose a 12 month program where we can demonstrate the usefulness of this project by lowering the jail population while saving the County money. We are excited for the opportunity to work with Warren County.

iSECUREtrac will work with the County to ensure that this program is implemented smoothly and timely to guarantee a resounding success. We will utilize that latest tracking device on the market which utilizes GPS to ensure offender compliance. Our additional products and services will include an alcohol unit and a house arrest unit.

Thank you for your consideration of this matter,

Michael Eichenko
Senior Account Executive
Isecuretrac Inc.
2355 Merrigan Pl
Tallahassee, FL 32309
352-303-3478
Melchenko@isecuretrac.com

System 5000 Specifications

<p>PTU</p> 	<p>On-board intelligence:</p> <p>Tracking intervals:</p> <p>Cellular Coverage:</p> <p>Client Feedback:</p> <p>Dimensions:</p> <p>Weight:</p> <p>Battery:</p> <p>Durability:</p>	<p>Unassisted location and violation determination with real-time violation notifications.</p> <p>Multiple times per minute (e.g., 10, 20, 30 seconds)</p> <p>CDMA with roaming capabilities</p> <p>Text, audible alerts and vibrate notifications</p> <p>4" x 2.36" x 1.3"</p> <p>8 ounces</p> <p>18 - 20 hours</p> <p>High-density ABS plastic for superior abrasion, chemical corrosion, impact and water resistant</p>
<p>Transmitter Cuff</p> 	<p>Dimensions:</p> <p>Weight:</p> <p>Tamper Detection:</p> <p>Installation Time:</p> <p>Durability</p>	<p>4" x 1.6" x 0.9"</p> <p>3.5 ounces</p> <p>Dual fiber optics</p> <p>15 seconds</p> <p>Hypoallergenic; high-density ABS plastic for superior abrasion, chemical, corrosion, and impact resistance; waterproof</p>
<p>Charging Base</p> 	<p>Phone connectors:</p> <p>Dimensions:</p> <p>Weight:</p> <p>Durability:</p>	<p>2 standard (type RJ11)</p> <p>5.75" X 4.78" X 2" (7.75" to top of antenna shroud)</p> <p>Less than 12.5 ounces</p> <p>Made of high density ABS plastic</p>

For more information on ISECUREtrac systems, software and services contact your ISECUREtrac representative at 866-537-0022 or visit www.isecuretrac.com

ISECUREtrac System 5000*



System 5000: A Revolution in Real-Time Compliance Monitoring

The System 5000 is a GPS monitoring system that has on-board intelligence for real-time violation reporting. The Personal Tracking Unit (PTU) takes GPS points several times per minute. This compact, lightweight PTU computes and stores locations as well as compliance status without the need to reference any external resource (e.g., cell tower or monitoring center).

The System 5000 was built specifically to withstand the rigors of the corrections market. Each integrated component works together to detect attempts at circumvention and provide accurate and reliable compliance monitoring.

Personal Tracking Unit (PTU)

The System 5000 PTU is half the size of most tracking units on the market making it suitable for both adult and juvenile applications. The unobtrusive PTU can be worn around the waist, placed in a pocket, backpack or purse and can endure even the most physically demanding occupations.

IntelliCuff*

This lightweight bracelet can be installed in 15 seconds with no tools and no complicated procedures. Its shock and water resistant design has multiple methods to detect and record tampers. The compact size will not inhibit movement or disrupt routines during approved work or leisure activities.

Key Features

- Twenty-hour battery operation between charges ensures the unit is fully functioning during prolonged periods away from home.
- High-capacity memory stores months of data including locations defined by latitude, longitude, speed, time and date
- Advanced GPS components result in faster signal acquisition, superior signal reception and more reliable tracking.



ist
ISECUREtrac

February 15, 2012
Work Session Agenda

Item # 7

Update on Proposed Back-Up
PSAP (911 Center)

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Linda T. Worth
Warren County Manager

February 15, 2012
Work Session Agenda

Item # 8

**Final Report on Energy Savings Resulting from
System Upgrades/Weatherization in County
Buildings**

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**Deborah Formyduval
&
Charles Ayscue**

12 page
document
provided
by e-mail.

Monitoring and Verification Final Report For Warren County

Debbie Formyduval, Warren County Board of Elections

Technical Assistance

*This M&V report was developed January 2012
by technical assistance provider from NC Energy Office's
approved provider list as follows:*

Michael Holster, PE, LEED AP
Solar Vision Inc.
9732 Pierce Lane, Indian Trail, NC 28079
cell phone 704-345-3789
Michael@solarvisioninc.com

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This document was prepared as part of sponsored project work. There is no warranty, express or implied, and there is no assumption of any legal liability or responsibility for the completeness or usefulness of any information, apparatus, product, or process disclosed as a result of this effort. Reference to any specific commercial product, process, or service does not constitute or imply its endorsement, recommendation, or favoring. Ultimate responsibility rests with the client for any decision made using the information provided in this document. This document is to be considered "for review purposes only" (and hence no Professional Engineering seal/signature is required under PE laws).

Final Monitoring and Verification Report For Warren County

I. Executive Summary

As part of the Technical Assistance services for the North Carolina State Energy Office, this final monitoring and verification report was done for Warren County. This is the second part in a two-step process to verify energy savings. The initial report established the existing energy baselines while this report was performed after project installation to establish the new energy conditions and verify actual savings.

The proposed projects for Warren County consist primarily of retrofitting existing fluorescent light fixtures to convert from T12 to T8 technology, and replacing existing exit signs with LED type. In addition, weatherization was proposed for five of the thirteen buildings.

There were changes to the final scope of the project, with some buildings deleted and others added. The final scope includes the following buildings:

Board of Elections
EMS Building
John Graham Gym
Rafters Building
Hendericks Building
Health Department
Soul City Parks and Rec

Dept of Social Services
Loaves and Fishes
Public Works
Buildings and Grounds Warehouse
Warren County Senior Center
Detention Center
Courthouse

A detailed analysis was performed using all of the available information including the original grant proposal and Detailed Energy Assessment, additional survey and analysis of each site, the final scope of work from the lighting contractor, select energy bills, and the baseline and final M&V processes. The final energy savings are about 60 percent lower than originally projected in the grant proposal. This difference is due to the fact that the original projections were very rough estimates. In particular, the weatherization savings projection was excessive because very high baseline energy costs were assumed. The actual energy bills for the buildings where weatherization was implemented are much, much lower. In addition, some of the assumptions used for the lighting, although reasonable, were found to be inaccurate during the M&V process.

However, the design and implementation of the energy saving technologies were very well done and followed recommended energy efficiency practices. The lighting savings are about 47 percent of the baseline conditions, and this result is excellent.

February 15, 2012
Work Session Agenda

Item # 9

**Request from Martin Luther King, Jr
Committee for Annual Program Support**

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Larry Jones, Jr.
Committee Chairperson

Warren County Reverend Dr. Martin L. King, Jr., Planning Committee

937 Licksillet Road

Warrenton, North Carolina 27589

Telephone: (252) 257-5674 or (252) 382-4180

“United to Keeping the Dream Alive”

Larry M. Jones, Jr., Chairperson

Gary A. Jones, Vice-Chairperson

Joyce B. Barnes, Secretary/Treasurer

February 9, 2012

To: Warren County Board of Commissioners

The Martin L. King, Jr. Holiday celebrates the life and legacy of a man who brought hope and healing to America. We commemorate as well the timeless values he taught us through his example –the values of courage, truth, justice, compassion and service that so radiantly defined Dr. King’s character and empowered his leadership.

For the past nine years, churches in Warren County have united to sponsor a special worship service commemorating the life and work of the late Reverend Dr. Martin L. King, Jr. As we continue to remember his life, and begin to embark on this our tenth year of celebration, the Warren County MLK Planning Committee wish to address the County Commissioners on their next upcoming meeting to unite as a county to celebrate the life and work of Dr. King. We are also requesting to address the commissioners in regards to the Committee being able to use the Warren County Armory Civic Center for a community Banquet in January 2013.

Should you have any questions, please feel free to contact me at (252) 382-4180.

Thanks

Larry M. Jones, Jr.

Chairperson, Warren County MLK Planning Committee

February 15, 2012
Work Session Agenda

Item # 10

Discussion of Policy Statement for Board
Appointment/Reappointment for Warren
County, NC.

== =

Com. Jennifer Jordan

POLICY STATEMENT FOR BOARD APPOINTMENT/ REAPPOINTMENT FOR WARREN COUNTY, NC

The following policy will govern the appointment/reappointment of members to serve on the various boards and commissions appointed by the Warren County Board of Commissioners:

- 1. The N. C. General Statutes and/or By-Laws governing boards and commissions will take precedence in determining the manner in which the Board of Commissioners will make appointments or reappointments of individuals to serve on the various boards and commissions.**
- 2. All board and commission vacancies that are filled by the Board of Commissioners will be advertised quarterly by the Clerk to the Board in a local newspaper having general circulation in Warren County.**
- 3. Statements of interest received from citizens desiring to serve on a board or commission will remain active for a period of six (6) months from the date they are received by the Clerk to the Board.**
- 4. If no response is received for an advertised vacancy on a board or commission, the Board of Commissioners shall have the following options to address the vacancy:**
 - a. If the board member currently holding a seat on a board or commission is eligible for reappointment and is desirous of continuing to serve, he or she may be reappointed by the Board of Commissioners to serve an additional term.**
 - b. If the board member currently holding a seat on a board or commission is ineligible for reappointment, having served the maximum number of terms allowed by the N. C. General Statutes, By-Laws or Board of Commissioners, the Board of Commissioners and/or its**

representatives will make every effort to identify a willing person or persons to be considered for appointment. If permissible, until such time as a suitable replacement is found, the sitting Board member may remain on the board or commission if he or she is desirous of continuing to serve.

- c. If a board or commission vacancy is designated for a specific representative from the community, i.e. a licensed Physician, Pharmacist, Veterinarian, Optometrist, professional Engineer, etc., and no such individual is available for appointment, the Clerk to the Board will consult the N. C. General Statutes or By-Laws governing the board or commission to determine if a general public representative may be appointed to fill the vacancy.

If appointment of a general public representative in lieu of a specific representative is permissible, the Board of Commissioners may appoint such an individual to fill the vacancy. If the N. C. General Statutes or By-Laws governing the board or commission do not allow a general public representative to fill a specific representative vacancy, the vacancy will continue on the board or commission until such time as the specific representative is found.

5. For those boards and/or commissions that are appointed by the Warren County Board of Commissioners, whose terms of office are not otherwise prescribed by North Carolina General Statutes, appointee may serve an unlimited number of consecutive terms, at the discretion of the Warren County Board of Commissioners.

6. Individuals may serve on an unlimited number of boards or commissions at any given time, at the discretion of the Warren County Board of Commissioners.

This 2nd amendment is effective as of the 7th day of May, 2007.

Policy Adopted September 6, 2005.

1st Amendment: February 6, 2006

February 15, 2012
Work Session Agenda

Item # 11

Proposed “Proclamation Request
Guidelines & Procedures”

== =

Angelena Kearney-Dunlap
Clerk to the Board

County of Warren Proclamation Request Guidelines and Procedures

Proclamations are ceremonial in nature and are provided by the Board of Commissioners as a service to County of Warren citizens, with the goal of honoring and celebrating Warren County people and events and increasing awareness of noteworthy issues among citizens throughout the County. These public service documents are strictly honorary and are not legally binding. Issuance of a proclamation does not necessarily constitute an endorsement by the County of Warren government.

Proclamations are reviewed on a case-by-case basis to ensure compliance with these guidelines and procedures. For consistency and to ensure equitable treatment of everyone, the Board of County Commissioners will only issue a proclamation that complies with these guidelines. For additional information or questions, please contact the County Clerk's Office at (252) 257-3115.

Guidelines

1. Proclamations must support the Mission of the Warren County Board of Commissioners:

Mission Statement -

"The mission of the Warren County Board of Commissioners is to provide leadership and support for an effective county government that seeks to enhance the quality of life for the people of Warren County."

2. We will only issue proclamations for Warren County citizens or for County related events.
3. For retirement proclamations the person must have been employed with their current employer for 25 years or more.
4. For birthday proclamations the person must be at least 75 years of age.
5. For wedding, church, or pastoral anniversary proclamations the anniversary must be 25 years or more.
6. Any proclamation request for a Warren County or municipal/Town board, commission or committee member must be approved in advance by the Warren County Manager's office.
7. Any proclamation request for a County employee must be approved in advance by the department director.
8. Annual or other repeat requests must be made in writing for each occasion in accordance with these guidelines. Proclamations are not automatically renewed.
9. Only a County recognized event, sponsored in whole or in part by the County or municipal/Town government may be used as part of an advertisement or commercial promotion.

Unfortunately, we cannot issue proclamations for commercial purposes, such as the opening of a new business, a new service; a new product, or a new professional service.

We will not issue proclamations taking sides in matters of a political issue, addressing personal convictions, campaigns or events.

Generally, we will not issue backdated proclamations.

Procedure

All requests for proclamations must be made in writing to the Warren County Manager's Office at least 20 business days prior to the date when the proclamation is needed. To make a request please send an email with "Request for Proclamation" in the subject line to warrencountygov@co.warren.nc.us or mail the request to the Warren County Manager's Office, P.O. Box 619, Warrenton, NC 27589.

Individuals or organizations seeking a proclamation must include the following information with the request:

- Name of organization or individual;
- Proposed text for the proclamation, including facts about the subject matter and enough information to make four points. Avoid repetition, and emphasize the most important items or issues;
- Specific title of what will be proclaimed, including name, day of the week, or month to be proclaimed;
- Date of the proclamation presentation;
- Date the proclamation is needed; and
- Action to be taken when the proclamation is ready for pickup (person to be notified either by telephone or email when the proclamation is ready).

Any draft language submitted is subject to editing or revisions.

Once a proclamation request is made, the County Manager's Office, on behalf of the Board, will contact the person requesting the proclamation to notify them of the status of the request.

The original proclamation will be issued to the individual or organization (including individual recipients) at no cost.

Proclamations must be picked up at the County Manager's Office unless prior arrangements are made.

Warren County Manager's Office
Post Office Box 619
602 W. Ridgeway Street
Warrenton, NC 27589

(252) 257-3115 phone

(252) 257-5971 fax

e-mail: warrencountygov@co.warren.nc.us

February 15, 2012
Work Session Agenda

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Adjourn Work Session