

REVISED

***WARREN COUNTY
BOARD OF COMMISSIONERS***

Monday – October 5, 2015

6:00 pm – Regular Meeting

***WARREN COUNTY
ARMORY CIVIC CENTER
WARRENTON, NORTH CAROLINA***

Prepared by

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

Recognize Commissioner Tare Davis



Advanced Leadership Corps Training

6:00 pm
Call to Order October 5, 2015
Regular Monthly Meeting
By
Chairman or Designee

Moment of Silence

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.

Citizen Comments

The background features abstract, overlapping geometric shapes in various shades of green, ranging from light lime to dark forest green. These shapes are primarily located on the right side of the page, creating a modern, dynamic feel. The text is centered on the left side of the page.

Rules for Citizen Comments

Please sign up to speak.

The maximum time allotted to each speaker will be ____ (__) 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: October 5, 2015

Agenda Item # 5

SUBJECT: Adopt October 5, 2015 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:

REVISED

SUGGESTED AGENDA

REVISED

**FOR
OCTOBER 5, 2015 REGULAR MONTHLY MEETING
OF THE WARREN COUNTY BOARD OF COMMISSIONERS
WARREN COUNTY ARMORY CIVIC CENTER
WARRENTON, NORTH CAROLINA**

SPECIAL RECOGNITION

1. Call to Order Regular Monthly Meeting – 6:00 pm by Chairman or Designee
2. Moment of Silence
3. Conflict of Interest Disclaimer
4. Citizen Comments
5. Adopt October 5, 2015 Suggested Agenda
6. Consent Agenda
 - A. Approve Minutes of September 14, 2015: Rezoning Pubic Hearing, Regular Monthly Meeting & September 21, 2015 Joint Meeting with EDC
 - B. Interest Income Report August 2015 – Finance Director, Gloria Edmonds
 - C. Tax Collector’s Report August 2015 – Starlin Beatty, Tax Administrator
 - D. Tax Release Requests (Over \$100) – “ “ “ “
Tax Release Requests (Under \$100) - “ “ “ “
 - E. CDBG 03-C-1187 Ephraim Place Quarterly Report – Cathy Alston-Kearney, WFI
 - F. National Breast Cancer Awareness Month & Pink Ribbon Week 2015 – Margaret Clayton
7. Financer Office – Gloria Edmonds, Director
 - A. Resolution Declaring Official Intent to Reimburse Expenditures with Proceeds of Debt Pursuant to US Dept of Treasury Regulations for Vehicle Lease Purchase
 - B. Amendment #4 to FY 2015-16 Warren County Budget Ordinance
 - C. Capital Project Ord Water & Sewer Dist III – Airport Road Waterline Replacement Project
8. Adopt Resolutions Authorizing the Issuance of Limited Obligation Bonds to Refund Outstanding General Obligation Bonds of Water and Sewer Districts I, II & III:
 - A. Resolution Approving Refinancing of Certain Existing Obligations of Water & Sewer Districts Created by the County in an Aggregate Principal Amount up to \$13,000,000

8. **Adopt Resolutions Authorizing the Issuance of Limited Obligation Bonds for Water and Sewer Districts I, II & III (Continued):**
 - B. **Adopt Resolutions Authorizing the Issuance of Limited Obligation Bonds to Refund Outstanding General Obligation Bonds of Water and Sewer Districts I, II & III**
 - C. **Resolution Providing for the Issuance of GO Refunding Bonds Subject to Adjustment as Provided Herein - District # II \$2,285,000**
 - D. **Resolution Providing for the Issuance of GO Refunding Bonds Subject to Adjustment as Provided Herein - District # III \$8,045,000**
9. **Parks & Recreation – Richard “Dickie” Williams, Director**
 - A. **Facility Use Request Form**
 - B. **Facility Rules & Regulations**
 - C. **Facility Rental Fee Schedule**
10. **Board/Commission/Commission Appointments**
 - A. **Appoint Rhonda K. Goode to the Parks & Recreation Commission**
 - B. **Appoint Danielle L. Williams to the Juvenile Crime Prevention Council**
11. **Request for Rezoning – Ken Krulik, Planner/Zoning Admin.**
12. **Warrenton Revitalization Committee Request to Use Armory Civic Center with Fees Waived – Mike Coffman**
13. **Surplus Property – Clerk to the Board**
 - A. **Adopt Resolution Declaring Surplus Property**
 - B. **Convey to Pier View Community Innovations a Computer System – Jane Ball-Groom, Director**
14. **Recommendations for Architect - Buck Spring Phase I – Linda Worth, County Manager**
15. **County Manager’s Reports**
 - A. **Contracts Executed**
 - B. **Manager’s September 2015 Monthly Report**
16. **Adjourn Meeting**

Meeting Date: October 5, 2015

CONSENT AGENDA Item # 6A

**SUBJECT: Approve Minutes of September 2015 Meetings:
September 14, 2015 Rezoning Public Hearing & Regular Monthly Meeting
September 21, 2015 Joint Meeting with EDC**

REQUESTED BY: 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:

Minutes of:

September 14, 2015

1 - Rezoning Public Hearing,

2 - Regular Monthly Meeting

&

September 21, 2015

3 - Joint Meeting with EDC

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

Meeting Date: October 5, 2015

CONSENT AGENDA Item # 6B

SUBJECT: Approve Interest Income Report for August 2015

REQUESTED BY: Gloria M. Edmonds, Finance Director

SUMMARY: Interest Income Report supplied for Board's information

FUNDING SOURCE: All Funds

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

INTEREST INCOME REPORT

MONTH OF AUGUST 2015

FUND	AUGUST INCOME	FISCAL YEAR TO - DATE
General	394.02	750.08
Revaluation	22.51	39.49
E 911 Telephone System	27.43	48.12
Buck Spring Project	18.12	31.79
Simulcast System Upgrade	26.54	46.56
Regional Water Enterprise Fund	67.45	118.33
District 1 Enterprise Fund	61.21	107.38
Solid Waste	4.12	7.14
District II Enterprise Fund	78.85	138.19
District III Enterprise Fund	38.32	67.23
District III Phase III	0.56	2.35
Emergency Services Headquarters	9.05	15.88
Recreation Complex Phase III	8.45	14.83
	756.63	1,387.37

Meeting Date: October 5, 2015

CONSENT AGENDA Item # 6C

SUBJECT: Tax Collector's Report for August 2015

REQUESTED BY: Starlin Beatty, Tax Administrator

SUMMARY: Tax Collector's Report is supplied for the Board's information.

FUNDING SOURCE: Various

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE: G.S. 105 350

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

**Tax Collector's Report
to the Warren County Board of Commissioners
For the Month August 2015**

Current Year Collections

Tax Year	Charge	Collected in June	Collected to Date	Balance Outstanding	Percentage Collected
August 2015 FY16	\$15,969,398	\$1,859,885	\$1,901,403	\$14,067,995	11.91
August 2014 FY15	\$15,837,123	\$14,030,157	\$1,761,863	\$14,075,260	11.12

Delinquent Collections

2014	\$499,829	\$31,028	\$74,976	\$424,853	15.00
2013	271,571	11,660	23,659	\$247,912	8.71
2012	169,757	7,407	10,800	\$158,957	6.36
2011	121,800	5,086	6,307	\$115,493	5.18
2010	100,533	4,377	5,082	\$95,450	5.06
2009	90,196	3,843	4,593	\$85,603	5.09
2008	86,395	1,819	2,344	\$84,051	2.71
2007	95,580	1,400	1,881	\$93,699	1.97
2006	98,935	414	691	\$98,244	0.70
2005	84,236	364	644	\$83,592	0.76
Total Delinquent Years	\$ 1,618,832	\$67,398	\$ 130,977	\$ 1,487,854	

Other August Receipts

County Penalties	\$ 38,824	\$ 46,711
Landfill User Fees	\$ 189,272	\$ 212,307
Municipalities	\$ 43,169	\$ 67,123
Fire District Taxes	\$ 114,821	\$ 121,479
Advance Taxes	\$ 310	\$ 1,384

AUGUST GRAND TOTAL

\$ 2,313,679	\$2,481,384
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Starlin L. Beatty, Tax Administrator

Starlin L. Beatty, Tax Administrator

9/11/2015

DATE

Meeting Date: October 5, 2015

CONSENT AGENDA Item # 6D

SUBJECT: Request for Tax Releases

REQUESTED BY: Starlin Beatty, Tax Administrator

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

FUNDING SOURCE: General Fund

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

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval of Tax Releases over \$100 as requested by the Tax Collector.

NOTES:

Releases Over \$100

Over \$100

9/25/2015

Date: _____

ERROR CORRECTION RELEASES:

BOWEN WILLIAM C	2015 3916 300	D5 72	1258	\$181.76	CLERICAL ERROR/QUALIFIED EXEMPT
CHADWICK BARBOUR	2015 38982 200		26002	\$284.24	BOAT LISTED IN VA
CONTERRA ULTRA BROADAND LLC	2015 33920 200		29146	\$672.15	OVER ASSESSED/REBILLED
CONTERRA ULTRA BROADAND LLC	2015 33290 201		29148	\$1,339.37	OVER ASSESSED/REBILLED
CONTERRA ULTRA BROADAND LLC	2015 33290 202		29149	\$384.25	OVER ASSESSED/REBILLED
CONTERRA ULTRA BROADAND LLC	2015 33290 203		29150	\$381.65	OVER ASSESSED/REBILLED
CONTERRA ULTRA BROADAND LLC	2015 33290 205		29152	\$789.14	OVER ASSESSED/REBILLED
CONTERRA ULTRA BROADAND LLC	2015 33290 206		29153	\$379.59	OVER ASSESSED/REBILLED
CONTERRA ULTRA BROADAND LLC	2015 33290 209		29156	\$1,160.36	OVER ASSESSED/REBILLED
DEERE CREDIT INC	2015 3834 201		29026	\$1,004.18	BPP OVER ASSESSED
HAYNES WILLIAM F	2015 30455 200		27022	\$157.37	BOATS MOVED TO NORTHAMPTON CO
MYRICK EDWARD M	2015 2881 304	16 76	10588	\$257.22	HOUSE NOT LIVABLE
MYRICK EDWARD M	2015 2881 303	16 77	10590	\$144.00	HOUSE NOT LIVABLE
REDFEARN LYNN C	2015 10645 200		21000	\$111.89	BOAT SOLD IN 2014
TIME WARNER NY CABLE LLC	2015 18709 202		26680	\$1,658.54	BPP OVER ASSESSED

SUB-TOTAL ERROR CORRECTIONS:

Total Releases

\$8,905.71

\$8,905.71

LANDFILL USER FEE RELEASES:

BEASLEY WALTER W	2015 28907 300	H1C 133	1915	\$120.00	PRIVATE HAULER
BOYD ANITA	2015 46416 300	E2 177A	15808	\$120.00	PRIVATE HAULER
BOYD SADIE L	2015 4017 300	C5 99	1283	\$120.00	PRIVATE HAULER
BROWN ALLEN JR HEIRS	2015 5123 300	F7 24M	20419	\$120.00	NO ELECTRICITY
BROWN ALLEN JR HEIRS	2015 4821 300	F7 24B	1537	\$120.00	PRIVATE HAULER
BROWN EDDIE J	2015 27882 300	I4B 28	7517	\$120.00	PRIVATE HAULER
BROWN VOYETTE P H	2015 21108 300	B6A 51	7919	\$120.00	PRIVATE HAULER
BURTON ASHBY III	2015 2819 300	L3D 63	8582	\$120.00	PRIVATE HAULER
COATS DAVID L & BETH	2015 30752 300	K2A 94	10708	\$120.00	PRIVATE HAULER
COMBOS SPENCER & DEBRA	2015 30263 300	L2D177 178	10649	\$120.00	PRIVATE HAULER
CURTOPIA POINT LLC	2015 33021 300	J2A 104	16021	\$120.00	PRIVATE HAULER
DAVIS CALVIN	2015 10607 300	D7A 15	3539	\$120.00	PRIVATE HAULER
ELLINGTON BONNIE S	2015 14876 300	I9 18A	9787	\$120.00	NO ELECTRICITY
ENNIS BRYAN N	2015 39767 300	L2C 147	6291	\$120.00	PRIVATE HAULER
FIELDS NATHAN HEIRS	2015 14223 323	C10 79	3654	\$120.00	NO HSE ON PROPERTY
GIBBS JOSEPH T JR	2015 11976 300	J2A 78	13926	\$120.00	PRIVATE HAULER
GUNN FANNIE W	2015 24994 301	J3B 104	16159	\$120.00	PRIVATE HAULER
HARMON ORA MAE	2015 17504 300	D4 75	5362	\$360.00	PRIVATE HAULER
HEFLIN WILLIAM N JR	2015 36762 300	L2D 261	1084	\$120.00	PRIVATE HAULER
HUX C L	2015 5695 300	J2A 86	8110	\$120.00	PRIVATE HAULER
JOHNSON GUY	2015 32384 300	L2A 77	5094	\$120.00	PRIVATE HAULER
JONES BESSIE F	2015 22425 300	K5 73	6340	\$120.00	PRIVATE HAULER
JONES MICHAEL	2015 3498 300	C4 38	12158	\$120.00	PRIVATE HAULER
MADHVANI A K & HR SANGHANI	2015 28541 300	B9 57	4804	\$120.00	NO ELECTRICITY
MARTIN BRADY A	2015 17768 300	L4C 29	11198	\$120.00	PRIVATE HAULER
MUSTIAN HOWARD W JR	2015 28407 311	D3 65	10546	\$240.00	NO ELECTRICITY ON DWELLIGS
OWEN DANNY	2015 8082 300	E4 154A	19443	\$120.00	PRIVATE HAULER
PADGETT THOMAS B	2015 29046 300	L3B 13A	8872	\$120.00	PRIVATE HAULER
PERRINEAU RUTH E	2015 31121 321	H4 5D	9373	\$120.00	PRIVATE HAULER
ROBERTS DARRELL	2015 9969 300	L2C 223	8054	\$120.00	PRIVATE HAULER
ROGERSON JASON N	2015 18746 300	J2A 136	16053	\$120.00	PRIVATE HAULER
STIMMEL PATRICIA H	2015 36287 300	J3B 19	10795	\$120.00	PRIVATE HAULER
SEVER EDWARD	2015 18742 300	L3D 69	17745	\$120.00	PRIVATE HAULER
VAUGHAN FRANK SR	2015 41735 200	C4 37	27079	\$120.00	PRIVATE HAULER
WILLIAMSON JAMES R	2015 23036 300	J2B 129	10711	\$120.00	PRIVATE HAULER

TOTAL LFUF RELEASES:

Total Releases

\$4,560.00

\$ 13,465.71

**County
Manager
Approved
Releases
Under
\$100**

Under \$100

9/25/2015

Date: *ASW*
9/25/15

ERROR CORRECTION RELEASES:

<u>NAME</u>	<u>Year</u>	<u>ACCT#</u>	<u>MAP #</u>	<u>RECORD</u>	<u>AMOUNT</u>	<u>REASON</u>
BERTOLINA A S II	2011	40385 111	B10 43H	48058	\$29.63	PROP SOLD TO CO IN 2012
BERTOLINA A S II	2012	49385 112	B10 43H	51616	\$78.94	PROP SOLD TO CO IN 2012
CONTERRA ULTRA BROADAND LLC	2015	33290 204		29151	\$21.90	OVER ASSESSED/REBILLED
HYSON NICHOLAS G	2015	37291 200		21901	\$48.06	BOAT OVER ASSESSED
MAC GRAY SERVICES INC	2015	26245 200		30258	\$21.22	BPP OVER ASSESSED
MCNC	2013	39397 113		54972	\$42.76	BPP OVER ASSESSED
MCNC	2013	39397 113		54971	\$28.26	BPP OVER ASSESSED
MCNC	2013	39397 113		54969	\$22.40	BPP OVER ASSESSED
MCNC	2013	39397 113		54967	\$21.13	BPP OVER ASSESSED
MCNC	2013	39397 113		54960	\$7.64	BPP OVER ASSESSED
PESZKO RAYMOND JR	2013	1827 113		56220	\$40.15	SOLD BOAT 8/2012
REID ALTON G	2015	4091 200		27888	\$20.70	BOAT OVER ASSESSED
RICHARDSON JAMES M	2015	33708 200		22346	\$51.44	BOAT SOLD IN 2013
VIASAT COMMUNICATIONS INC	2015	33221 200		29133	\$96.58	BPP OVER ASSESSED
WRIGHT JEFFREY S	2015	40547 200		27970	\$71.18	WRONG YR ON BOAT/NO LATE LISTING

SUB-TOTAL ERROR CORRECTIONS:

\$ 601.99

Meeting Date: October 5, 2015

CONSENT AGENDA Item # 6E

SUBJECT: CDBG Ephraim Place Project Quarterly Report

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

**SUMMARY: Department of Community Assistance required Quarterly
Report for Community Development Block Grant (CDBG) Project 03-C-1187
Housing Development is presented for Board's review and approval.**

FUNDING SOURCE: N/A

APPLICABLE STATUTE: N/A

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval of Quarterly Progress Report for CDBG Grant # 03-C-1187.

NOTES:

CDBG QUARTERLY PROGRESS REPORT (revised 10/10)

Grantee: Warren County Grant No: 03-C-1187 Amount Awarded: \$133,000
 Period Covered (M/Y): 7/1/15 - 9/31/2015 Calendar Quarter: 3rd Date Prepared: 9/23/15

Activity	LF, #Properties #Units Proposed	# Completed This Quarter	# Completed To Date	# Persons Proposed	# Persons AMI	# Persons MI	# Persons LI	# Persons VLI
Acquisition	3	0	0	3				
Sewer Improvements	3	0	0	3				
Street Improvements	3	0	0	3				
Water Improvements	3	0	0	3				
C-1								
C-1								
C-1								
C-1								
C-1								
C-1								
L-1								
L-1								

TOTAL

Activity	Activity Code	Budget	Expended This Quarter	Expended To Date	Amt. Req. This Quarter	Amt. Req. To Date	(Fm Hd Hld) Gender	Race
Acquisition	1	\$91,380	\$0.00	\$91,380.00	\$0.00	\$91,380.00		
Sewer Improvements	4B	\$41,209	\$0.00	\$41,209.00	\$0.00	\$41,209.00		
Street Improvements	6	\$7,111	\$0.00	\$71,111.00	\$0.00	\$7,111.00		
Water Improvements	4A	\$31,300	\$0.00	\$31,300.00	\$0.00	\$31,300.00		
C-1								
C-1								
C-1								
C-1								
C-1								
L-1								
L-1								
L-1								

TOTAL

\$171,000 \$0.00 \$235,000.00 \$0.00 \$171,000.00

Notes: Engaged a realtor to market project and work with prospective buyers to obtain mortgage financing. Enrolling inquirers in homebuyers club. Sessions to resume in October.

Prepared By: Cathy Alston-Kearney

Title: Program Manager

Endorsed By: *Linda J. Wirth*

Title: *County Manager*

Meeting Date: October 5, 2015

CONSENT AGENDA Item # 6F

**SUBJECT: Resolution - National Breast Cancer Awareness
Month & Pink Ribbon Week 2015**

REQUESTED BY: Margaret Clayton

**SUMMARY: Resolution - National Breast Cancer Awareness Month &
Pink Ribbon Week 2015 is presented to raise public awareness and for Board
of Commissioner's review and adoption.**

FUNDING SOURCE: N/A

APPLICABLE STATUTE: N/A

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



WARREN COUNTY BOARD OF COMMISSIONERS

602 WEST RIDGEWAY STREET
POST OFFICE BOX 619
WARRENTON, NORTH CAROLINA 27589

State of North Carolina

County of warren

Barry Richardson, Chairman
Jennifer Jordan, Vice Chairman
Bertadean Baker
Tara Davis
Victor Hunt

Linda T. Worth
County Manager

Angelena Kearney-Dunlap
Clerk to the Board

Proclamation

National Breast Cancer Awareness Month and Pink Ribbon Week 2015 by WARREN COUNTY BOARD OF COMMISSIONER

WHEREAS, breast cancer is the most commonly diagnosed cancer and the second leading cause of cancer deaths amongst women in North Carolina and the United States;

WHEREAS, more or less than 7,820 North Carolina women will be diagnosed with breast cancer and more or less than 1,340 North Carolina women will die from the disease in 2015;

WHEREAS, it is estimated that 2,350 men will develop breast cancer and 440 will die in 2015;

WHEREAS, every woman is at risk for breast cancer even if she has no family history of the disease, but women over the age of 50 are at the greatest risk for being diagnosed with breast cancer;

WHEREAS, a mammogram is the single most effective method of detecting breast changes, long before physical symptoms that may be cancer can be seen or felt;

WHEREAS, October is designated as National Breast Cancer Awareness Month;

WHEREAS, the pink ribbon is the internationally recognized symbol of breast cancer awareness symbolizing "hope for a cure;"

WHEREAS, county government agencies, community organizations, churches, synagogues and other places of worship, and work sites can play a special role in educating their members or employees about breast cancer;

NOW THEREFORE we, the Warren County Board of Commissioners, do hereby recognize October 2015 as National Breast Cancer Awareness Month and proclaim October 18 through 24, 2015, as Pink Ribbon Week in Warren County by wearing and/or displaying pink ribbons in recognition of breast cancer and in honor of women who are now courageously fighting the battle with breast cancer. We further encourage women to consult with their health care providers concerning regular screening and to promote early detection of breast cancer by having regular clinical breast examinations, getting regular mammograms, and practicing monthly breast self-examination.

Signed this 5th day of October 2015

Barry Richardson, Chairman
Warren County Board of Commissioners

Meeting Date: October 5, 2015

Item # 7-A

SUBJECT: Finance Office

REQUESTED BY: Gloria M. Edmonds, Finance Director

SUMMARY: Resolution Declaring Official Intent to Reimburse Expenditures with Proceeds of Debt Pursuant to US Department of the Treasury Regulations for Vehicle Lease Purchase. Authorize Chairman to sign resolution.

FUNDING SOURCE: General Fund

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend adoption of Resolution Declaring Official Intent to Reimburse Expenditures with Proceeds of Debt Pursuant to US Department of the Treasury Regulations for Vehicle Lease Purchase, and authorize Chairman Richardson to sign the Resolution.

NOTES:

RESOLUTION DECLARING OFFICIAL INTENT TO REIMBURSE EXPENDITURES WITH PROCEEDS OF DEBT PURSUANT TO UNITED STATES DEPARTMENT OF TREASURY REGULATIONS

WHEREAS, Warren County intends to purchase a Project (as described below), use its own funds to pay initial costs, and then reimburse itself from financing proceeds for these early expenditures. Finance Director, Gloria M. Edmonds, has advised the Board that it should adopt this resolution to document the County's plans for reimbursement, in order to comply with federal tax rules (i.e., Treasury Regulation 1.150-2) relating to reimbursement from financing proceeds.

BE IT RESOLVED by the Board of Commissioners of Warren County, North Carolina, as follows:

1. The Project is the purchase of new vehicles in FY 16 for the following departments at the following estimated costs:
Sheriff's Office – 2 Dodge Chargers and 2 Chevrolet Tahoes – \$96,400
Fleet Service – 1 Ford Edge, 1 Ford Transit-High Roof Ext Wagon – \$73,630
Detention Facility – 1 Ford Van - \$35,000
Emergency Services - 1 Chevrolet Truck - \$35,500
Emergency Medical Services – Ambulance Remount - \$104,750
DSS – 1 Grand Caravan Wagon and 1 Ford Transit-High Roof Ext Wagon-\$64,584
Youth Services Bureau - 1 Ford Transit-High Roof Ext Wagon- \$42,330
2. The County intends to advance funds for initial Project costs, and then reimburse itself from financing proceeds. The expected type of financing for the Project is installment financing under Section 160A-

20. The expected maximum amount of the obligation to be issued or contracted for the Project (including allowances for financing costs) is approximately \$452,194.

3. Funds for the early Project expenditures may come from the County's General Fund.
4. The County intends for the adoption of this resolution to be a declaration of its official intent to reimburse itself from financing proceeds for the Project cost expenditures.

I certify as follows: that the forgoing resolution was properly adopted at a meeting of the Board of Commissioners of Warren County, North Carolina; that this meeting was properly called and held on October 5, 2015; that a quorum was present and acting throughout this meeting; and that this resolution has not been modified or amended, and remains in full effect as of today.

Dated this 5th day of October 2015

Barry Richardson, Chairperson
Warren County Board of Commissioners

Meeting Date: October 5, 2015

Item # 7-B

SUBJECT: Finance Office

REQUESTED BY: Gloria M. Edmonds, Finance Director

SUMMARY: Amendment # 4 to the Warren County Budget Ordinance is presented for Board's review and adoption.

FUNDING SOURCE: General Fund

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Approve Budget Amendment # 4 to the Warren County FY 2015-16 Budget Ordinance as proposed by Finance Officer Gloria Edmonds.

NOTES:

AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE

2015/2016

Amendment No. 4

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:

Debt Services	\$	32,500
Recreation Program		<u>1,487</u>
Total	\$	33,987

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

Increase/(Decrease) Revenues:

Miscellaneous Revenue		1,487
Fund Balance Appropriated		<u>32,500</u>
Total	\$	33,987

Section 15 of the Warren County Budget Ordinance, pertaining to the District III Water System Enterprise Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Appropriations:

District III Water System	\$	2,459
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Section 16 of the Warren County Budget Ordinance, pertaining to the District III Water System Enterprise Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Revenues:

Fund Balance Appropriated	\$	2,459
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This amendment:

- appropriates additional funds to the Recreation Program for program supplies (i.e., soccer uniforms \$950) and equipment/capital (i.e., bleacher replacement \$537).

Funding Source: Private Contributions

- appropriates funds to the Debt Services Department to cover expenses associated with the refunding of the District I, II and III Water and Sewer Bonds (i.e., application fee to Local Government Commission \$12,500 and bond rating expense \$20,000).

Funding Source: Fund Balance Appropriated

- appropriates funds to the District III Water System Enterprise Fund to be transferred to the District III Water & Sewer Airport Road Water Line Replacement Project.

Funding Source: District III Enterprise Fund - Fund Balance

Respectfully Submitted 10/5/2015

Gloria M. Edmonds

Gloria M. Edmonds, Finance Director

SUBJECT: Finance Office

REQUESTED BY: Gloria M. Edmonds, Finance Director

SUMMARY: Capital Project Ordinance for Warren County Water & Sewer District III – Airport Road Water Line Replacement Project is presented for Boards’ review and adoption.

NOTE: A correction to total for Agreement between County and Rivers & Associates Engineers for Professional Services for Airport Road Project approved during September 24, 2015 meeting is necessary before adoption of ordinance; correct amount for Agreement is \$69,500 (not \$44,500).

FUNDING SOURCE: General Fund

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

1- Correct dollar amount for Agreement between County and Rivers & Associates Engineers for Professional Services from \$44,500 to \$69,500

2- Recommend adoption of Warren County Water & Sewer District III Airport Road Water Line Replacement Project Ordinance as proposed by Finance Officer Gloria Edmonds.

NOTES:

This is **Appendix 3 to EXHIBIT C**, consisting of 1 page, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated September 14, 2015.

Summary of Engineering Fees

C2.01.1 Compensation for Basic Services (other than Resident Project Representative) -Lump Sum Method of Payment (Not Applicable)

A.1.a. Study and Report Phase	\$ <u> </u> N/A
A.1.b. Preliminary Design Phase	\$ <u> </u> N/A
A.1.c. Final Design Phase	\$ <u> </u> N/A

C2.01.2 Compensation for Basic Services (other than Resident Project Representative) -Standard Hourly Rates Method of Payment

A.3.a. Study and Report Phase	\$ <u>7,500.00</u>
A.3.b. Preliminary and Final Design Phase	\$ <u>17,000.00</u>
A.3.c. Final Design Phase	\$ <u> </u> N/A
A.3.d. Bidding or Negotiating Phase	\$ <u>10,000.00</u>
A.3.e. Construction Phase	\$ <u>10,000.00</u>
A.3.f. Post-Construction Phase	\$ <u> </u> N/A

C2.04 Compensation for Resident Project Representative Basic Services - Standard Hourly Rates Method of Payment

A.1. Resident Project Representative Services	\$ <u>25,000.00</u>
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C2.05 Compensation for Additional Services - Standard Hourly Rates Method of Payment

A.1. General	\$ <u> </u> 0.00
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C2.01.1 through C2.05 TOTAL \$ 69,500.00

**CAPITAL PROJECT ORDINANCE
WARREN COUNTY WATER & SEWER DISTRICT NO. III
AIRPORT ROAD WATER LINE REPLACEMENT 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 Fund is hereby adopted:

Section 1. The project authorized is the Warren County Water & Sewer District No. III Airport Road Water Line Replacement 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:

USDA Emergency & Essential Community Water Assistance Grant	\$ 150,000
Transfer From Other Funds - DIII Enterprise Fund	<u>2,459</u>
Total	\$ 152,459

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

Legal & Admin	5,000
Soil Investigation	2,455
Engineering/Preliminary	7,500
Engineering/Design	17,000
Engineering/Bidding	10,000
Engineering/Construction	10,000
Engineering/Inspections	25,000
Construction	68,640
Contingency	<u>6,864</u>
Total	\$ 152,459

Section 5. The Finance Director 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 purposes of making payments as due. Reimbursement will be made from grant proceeds when available.

Section 7. The Finance Director is directed to report monthly on the financial status of the project to the Board of Commissioners.

Section 8. Copies of this Capital Project Ordinance shall be entered into the minutes of the governing board and be filed with the Finance Director.

Adopted this 5th day of October, 2015.

Barry Richardson, Chairman
Warren County Board of Commissioners

ATTEST:

SUBJECT: Adopt Resolutions Authorizing the Issuance of Limited Obligation Bonds to Refund Outstanding General Obligation Bonds of Water and Sewer Districts I, II & III

REQUESTED BY: Linda T. Worth, Warren County Manager
Steve Cordell, Bond Counsel

SUMMARY: A required public hearing was held Monday, June 1, 2015 at 5:45 pm to hear citizen comments regarding refinancing bonds for Water & Sewer Districts I, II and III. This agenda item “ Resolution Approving Refinancing of Certain Existing Obligations of Water & Sewer Districts Created by the County in an Aggregate Principal Amount up to \$13,000,000” is introduced relative to general obligation bond orders authorizing the refunding of outstanding general obligation bonds of Water and Sewer Districts I, II & III and is presented for Board approval.

Further, Board is requested to grant authorization to Chairman to sign related documentation.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend adoption of Resolution. See next page for suggested motion to adopt the Approval Resolution.

NOTES:

Several documents relative to Resolution approving “Installment Financing Contract between Warren County Finance Corporation & County of Warren, NC”

have been provided in a separate e-mail.

===

- 1 - Installment Financing Contract**
- 2 – *DRAFT* Preliminary Official Statement**
- 3 – Bond Purchase Agreement**
- 4 - Indenture of Trust between Warren County Finance Corporation & Regions Bank as Trustee**

===

Motion that the Board of Commissioners, acting in such capacity and as the governing body of Water and Sewer Districts I, II and III, adopt the resolution entitled “RESOLUTION APPROVING REFINANCING OF CERTAIN EXISTING OBLIGATIONS OF WATER AND SEWER DISTRICTS CREATED BY THE COUNTY IN AN AGGREGATE PRINCIPAL AMOUNT UP TO \$13,000,000; THE EXECUTION AND DELIVERY BY THE WARREN COUNTY FINANCE CORPORATION OF LIMITED OBLIGATION BONDS RELATED THERETO; AUTHORIZING THE EXECUTION AND DELIVERY OF RELATED DOCUMENTS IN CONNECTION THEREWITH AND PROVIDING FOR CERTAIN RELATED MATTERS.” Authorize Chairman’s signature on same.

RESOLUTION

APPROVING REFINANCING OF CERTAIN EXISTING OBLIGATIONS OF WATER AND SEWER DISTRICTS CREATED BY THE COUNTY IN AN AGGREGATE PRINCIPAL AMOUNT UP TO \$13,000,000; THE EXECUTION AND DELIVERY BY THE WARREN COUNTY FINANCE CORPORATION OF LIMITED OBLIGATION BONDS RELATED THERETO; AUTHORIZING THE EXECUTION AND DELIVERY OF RELATED DOCUMENTS IN CONNECTION THEREWITH AND PROVIDING FOR CERTAIN OTHER RELATED MATTERS

WHEREAS, the Board of Commissioners (acting in such capacity and as the governing bond of each of the Districts) desires to approve a proposed plan of refinancing in an aggregate principal amount of up to \$13,000,000, which plan would involve the entry by the County into one or more installment financing contracts with the Warren County Finance Corporation (the “Corporation”) pursuant to North Carolina General Statutes 160A-20, as amended, the proceeds of which would be used to refinance all or a portion of general obligation bonds (the “Prior District Bonds”) previously issued by one or more of said Districts through the purchase by the County of refunding general obligation bonds to be issued by one or more of said Districts (the “District Refunding Bonds”), and under said one or more installment financing contracts the County would secure the repayment by the County of the moneys advanced pursuant to such one or more installment financing contracts by granting a security interest in and lien on all or some portion of the District Refunding Bonds;

WHEREAS, as part of said proposed plan of refinancing, the Corporation will execute and deliver one or more series of Limited Obligation Bonds in said one or more installment financing contracts in an aggregate principal amount not exceeding \$13,000,000 to finance the advancement of moneys to the County pursuant to said one or more installment financing contracts between the County and the Corporation; and

WHEREAS, there have been submitted to this meeting draft forms of the following documents (the “Financing Documents”) with respect to the refinancing of the Prior District Bonds:

- (1) an Installment Financing Contract, proposed to be dated on or about October 1, 2015 (the “Contract”), between the County and the Corporation as counterparty, pursuant to which the Corporation will advance moneys to the County to purchase the District Refunding Bonds in order to refinance the Prior District Bonds, and the County agrees to make periodic installment payments (the “Installment Payments”) to repay the moneys so advanced, with interest;
- (2) an Indenture of Trust, proposed to be dated on or about October 1, 2015 (the “Trust Indenture”), between the Corporation and the trustee named therein, as trustee (the “Trustee”), pursuant to which there are to be executed and delivered from time to time Limited Obligation Bonds, including the Limited Obligation Bonds (Warren District General Obligation Refunding Bonds), Series 2015 (the “2015 LOBs”), the proceeds of which will be used to advance the moneys to the County under the Contract;

- (3) a form of District Refunding Bond, to be dated the date of delivery thereof, to be issued by each participating District to the County;
- (4) a Preliminary Official Statement, proposed to be dated on or about October 15, 2015 (the “Preliminary Official Statement”) which, as supplemented with certain pricing and other permitted omitted information, is to be the Official Statement proposed to be dated on or about October 26, 2015 (the “Official Statement”), pursuant to which the 2015 LOBs are to be offered and sold to the public; and
- (5) a Contract of Purchase, including the exhibits attached thereto, proposed to be dated on or about October 26, 2015 (the “Purchase Contract”) between the Corporation and R.W. Baird & Co., on its own behalf and as representative of the other underwriters (if any) named therein (collectively, the “Underwriters”), pursuant to which the Underwriters agree to purchase the 2015 LOBs for sale to the public;

WHEREAS, the obligations of the County to make Installment Payments and other payments pursuant to the Contract shall constitute limited obligations of the County payable solely from currently budgeted appropriations of the County and shall not constitute a pledge of the faith and credit of the County within the meaning of any constitutional debt limitation;

WHEREAS, no deficiency judgment may be rendered against the County in any action for breach of a contractual obligation under the Contract, and the taxing power of the County is not and may not be pledged in any way directly or indirectly or contingently to secure any moneys due under the Contract; and

WHEREAS, the Board of Commissioners desires to approve the Financing Documents and to authorize other actions in connection therewith;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners, as follows:

Section 1. All actions taken by or on behalf of the County to date to effectuate the proposed plan of refinancing, including the selection of the Underwriters and Nexsen Pruet, PLLC, as special counsel or bond counsel, are hereby ratified, approved and authorized pursuant to and in accordance with the transactions contemplated by the Financing Documents.

Section 2. The purchase of the District Refunding Bonds and the granting of security interests in the District Refunding Bonds, all as provided in the Financing Documents referenced in this Resolution, are hereby ratified and approved.

Section 3. Each of the Contract and the Purchase Contract is hereby approved in substantially the form submitted to this meeting, and each of the Chairman of the Board of Commissioners and the County Manager is hereby authorized to execute and deliver each of those documents in the name and on behalf of the County, with such changes, insertions or omissions as the persons executing such documents may approve, including but not limited to changes, insertions or omissions related to obtaining a policy of municipal bond insurance with respect to the 2015 LOBs, their execution and delivery thereof to constitute conclusive evidence of such approval. The County Clerk is hereby authorized to affix the seal of the County to each of said documents as may be appropriate and to attest to the same.

Section 4. The Trust Indenture (including the form of 2015 LOB) and the District Refunding Bonds are hereby approved in substantially the form submitted to this meeting, with such changes, insertions or omissions as appropriate, including but not limited to changes, insertions or omissions related to obtaining a policy of municipal bond insurance with respect to the 2015 LOBs, as the representative(s) of the County executing the Contract may approve, the

execution and delivery of the Contract to constitute conclusive evidence of such approval. The Board of Commissioners hereby approves the sale of the 2015 LOBs by the Corporation in an aggregate principal amount not in excess of the amount of moneys to be advanced to the County pursuant to the Contract.

Section 5. Each of the Preliminary Official Statement and the Official Statement, in substantially the form of the Preliminary Official Statement submitted to this meeting, is hereby approved in substantially such form, with such changes, insertions and omissions as appropriate, including but not limited to changes, insertions or omissions related to obtaining a policy of municipal bond insurance with respect to the 2015 LOBs, and the use thereof by the Underwriters in connection with the public offering and sale of the 2015 LOBs is hereby authorized. Each of the Chairman of the Board of Commissioners or the County Manager is hereby authorized to execute and deliver in the name and on behalf of the County the final Official Statement in substantially such form, with such changes, insertions and omissions, including but not limited to changes, insertions or omissions related to obtaining a policy of municipal bond insurance with respect to the 2015 LOBs, as the person executing the final Official Statement may approve, the execution and delivery thereof to constitute conclusive evidence of such approval.

Section 6. Each of the Chairman of the Board of Commissioners, the County Manager and the Director of Finance are authorized to approve all details of the purchase of the District Refunding Bonds in order to refinance the Prior District Bonds, including, without limitation, the amount advanced under the Contract and the aggregate principal amount of the 2015 LOBs (which shall not exceed \$13,000,000), the maturities, the principal amounts and the interest amounts of the Installment Payments for the 2015 LOBs, which interest amounts (calculated with respect to the 2015 LOBs) shall not exceed 5.0% per annum on an effective interest cost basis, the prepayment terms and prices (which shall not exceed 103% of the principal amount being prepaid) and the Underwriters' discount (exclusive of any original issue discount) (which shall not exceed 2.0% of the principal amount of the 2015 LOBs). Execution of the Contract by the Chairman of the Board of Commissioners or the County Manager shall conclusively evidence such approval of all such details of said financing.

Section 7. The Chairman of the Board of Commissioners, the County Manager, the Director of Finance and the County Attorney are hereby authorized to take any and all such further action, including, without limitation, incorporation of the Corporation and approval of modifications to the Financing Documents, and to execute and deliver for and on behalf of the County such other documents and certificates (including, without limitation, agreements with securities depositories, financing statements, purchase contracts for the District Refunding Bonds, appropriate tax certificates and agreements and other documents and agreements (including repurchase agreements) relating to the investment of the proceeds from the execution and delivery of the Contract) as they may deem necessary or advisable to carry out the intent of this resolution and to effect the refinancing pursuant to the Contract and the other Financing Documents. The County Clerk is hereby authorized to affix the seal of the County to such documents and certificates as may be appropriate and to attest to the same and to execute and deliver the same as may be needed. In addition, said officers are hereby authorized to cooperate with the Underwriters in preparing and filing such filings under state securities or "blue sky" laws (including special consents to service of process) as the Underwriters may request and as the Chairman of the Board of Commissioners, the County Manager or the Director of Finance shall determine.

Section 8. The County covenants that, to the extent permitted by the Constitution and laws of the State of North Carolina, it will do and perform all acts and things to comply with the requirements of the Internal Revenue Code of 1986, as amended (the "Code"), in order to assure that interest paid with respect to the 2015 LOBs will not be includable in the gross income of the owners thereof for purposes of federal income taxation, except to the extent that the County obtains an opinion of bond counsel to the effect that noncompliance would not result in interest with respect to the 2015 LOBs being includable in the gross income of the owners of the 2015 LOBs for purposes of federal income taxation.

Section 9. This Resolution shall become effective immediately upon its adoption.

Barry Richardson, Chairman - Warren County Board of Commissioners

SUBJECT: Adopt Resolutions Authorizing the Issuance of Limited Obligation Bonds to Refund Outstanding General Obligation Bonds of Water and Sewer Districts I, II & III

**REQUESTED BY: Linda T. Worth, Warren County Manager
Steve Cordell, Bond Counsel**

SUMMARY: A required public hearing was held Monday, June 1, 2015 at 5:45 pm to hear citizen comments regarding refinancing bonds for Water & Sewer Districts I, II and III. This agenda item 'Resolution Providing for the Issuance of GO Refunding Bonds Subject to Adjustment as Provided Herein - District # I for \$1,255,000 is introduced relative to general obligation bond Orders authorizing the refunding of outstanding general obligation bonds of Water and Sewer Districts I, II & III and is presented for Board approval.

Further, Board is requested to grant authorization to Chairman to sign related documentation.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend adoption of Resolution. See next page for suggested motion to adopt the Resolution.

NOTES:

**“Resolution Providing for the Issuance of GO
Refunding Bonds Subject to Adjustment as
Provided Herein
Water & Sewer District # I – \$1,255,000”**

has been provided in a separate e-mail.

= = =

Motion that the Board of Commissioners, acting as the governing body of Water and Sewer District I, adopt the resolution entitled “RESOLUTION PROVIDING FOR THE ISSUANCE OF \$1,255,000 GENERAL OBLIGATION REFUNDING BONDS, SUBJECT TO ADJUSTMENT AS PROVIDED HEREIN.” Authorize Chairman’s signature on same.

SUBJECT: Adopt Resolutions Authorizing the Issuance of Limited Obligation Bonds to Refund Outstanding General Obligation Bonds of Water and Sewer Districts I, II & III

**REQUESTED BY: Linda T. Worth, Warren County Manager
Steve Cordell, Bond Counsel**

SUMMARY: A required public hearing was held Monday, June 1, 2015 at 5:45 pm to hear citizen comments regarding refinancing bonds for Water & Sewer Districts I, II and III. This agenda item 'Resolution Providing for the Issuance of GO Refunding Bonds Subject to Adjustment as Provided Herein - District # II for \$2,285,000' is introduced relative to general obligation bond Orders authorizing the refunding of outstanding general obligation bonds of Water and Sewer Districts I, II & III and is presented for Board approval.

Further, Board is requested to grant authorization to Chairman and/or County Manager to sign related documentation.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend adoption of Resolution. See next page for suggested motion to adopt the Resolution.

NOTES:

**“Resolution Providing for the Issuance of
GO Refunding Bonds Subject to
Adjustment as Provided Herein
Water & Sewer District # II – \$2,285,000”
has been provided in a separate e-mail.**

= = =

Motion that the Board of Commissioners, acting as the governing body of Water and Sewer District II, adopt the resolution entitled “RESOLUTION PROVIDING FOR THE ISSUANCE OF \$2,285,000 GENERAL OBLIGATION REFUNDING BONDS, SUBJECT TO ADJUSTMENT AS PROVIDED HEREIN.” Authorize Chairman’s signature on same.

Meeting Date: October 5, 2015

Item # 8-D

SUBJECT: Adopt Resolutions Authorizing the Issuance of Limited Obligation Bonds to Refund Outstanding General Obligation Bonds of Water and Sewer Districts I, II & III

**REQUESTED BY: Linda T. Worth, Warren County Manager
Steve Cordell, Bond Counsel**

SUMMARY: A required public hearing was held Monday, June 1, 2015 at 5:45 pm to hear citizen comments regarding refinancing bonds for Water & Sewer Districts I, II and III. This agenda item 'Resolution Providing for the Issuance of GO Refunding Bonds Subject to Adjustment as Provided Herein - District # III for \$8,045,000' is introduced relative to general obligation bond Orders authorizing the refunding of outstanding general obligation bonds of Water and Sewer Districts I, II & III and is presented for Board approval.

Further, Board is requested to grant authorization to Chairman and/or County Manager to sign related documentation.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED: N/A

COUNTY MANAGER'S RECOMMENDATION:

Recommend adoption of Resolution. See next page for suggested motion to adopt the Resolution.

NOTES:

“Resolution Providing for the Issuance of GO Refunding Bonds Subject to Adjustment as Provided Herein District # III - \$8,045,000” has been provided in a separate e-mail.

= = =

Motion that the Board of Commissioners, acting as the governing body of Water and Sewer District III, adopt the resolution entitled “RESOLUTION PROVIDING FOR THE ISSUANCE OF \$8,045,000 GENERAL OBLIGATION REFUNDING BONDS, SUBJECT TO ADJUSTMENT AS PROVIDED HEREIN.” Authorize Chairman’s signature on same.

Meeting Date: October 5, 2015

Item # 9-A

SUBJECT: Parks & Recreation

REQUESTED BY: Richard “Dickie” Williams, Director

SUMMARY: It is submitted to adopt “Parks & Recreation Facility Use Request Form” as recommended by Warren County Recreation Commission; effective immediately.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval of Parks & Recreation Facility Use Request Form as recommended by the Warren County Recreation Commission to be effective immediately.

NOTES:

WARREN COUNTY PARKS AND RECREATION DEPARTMENT

FACILITY USE REQUEST FORM

NAME OF GROUP: _____

PERSON RESPONSIBLE (Attending with Group): _____

ADDRESS: _____ PHONE (____) _____

CITY: _____ STATE: _____ ZIP: _____

FACILITY REQUESTED: _____ PURPOSE: _____

REQUESTING THE USE OF LIGHTS: (CIRCLE CHOICE) YES NO

DATE(S) REQUESTED: _____ EXPECTED ATTENDANCE: _____

ARRIVAL TIME: _____ DEPARTURE TIME: _____

Are you charging a fee to attend the function? Circle Yes or No.
If yes, amount of fee to be charged \$ _____

Release and Indemnification:

I understand and agree that recreational use of any of Warren County's parks and/or recreational facilities have inherent risks and I hereby assume all liabilities, risks and hazards incident to my (and my child's and my group's) use of said facilities and participation in activities within said facilities. I further waive, release, absolve, indemnify and agree to hold harmless the County of Warren and its employees, agents, organizers, volunteers, supervisors, officers, directors, representatives, and participants from any and all legal claims, liabilities, injuries, damages and costs for any physical injury to me, my child, and/or any member of my group or damage to any personal property sustained by me, my child, and/or any member of my group during my/their/our participation in any activity conducted on Warren County property.

I further understand and agree that Warren County is not responsible for lost, broken or stolen items.

I have read and fully understand the attached Parks & Recreational Facilities Rules and Regulations governing the use of Warren County's parks and recreational facilities.

SIGNATURE OF GROUP REPRESENTATIVE DATE

Warren County Recreation Department Use Only Below This Line

REQUEST APPROVED: _____ DATE: _____

REQUEST DENIED: _____ DATE: _____

SIGNATURE OF RECREATION DEPARTMENT STAFF

FEE CHARGED: _____ DATE FEE PAID: _____

STAFFING NEEDED (CIRCLE) YES NO

Meeting Date: October 5, 2015

Item # 9-B

SUBJECT: Parks & Recreation

REQUESTED BY: Richard “Dickie” Williams, Director

SUMMARY: It is submitted to adopt “Parks & Recreation Facility Rules & Regulations” as recommended by Warren County Recreation Commission; effective immediately.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:
Recommend approval of Parks & Recreation Facility Rules & Regulations as recommended by the Warren County Recreation Commission to be effective immediately.

NOTES:

Warren County Parks and Recreation Department

115 Wilcox St.

Warrenton, NC 27589

(252)257-2272 (P)

(252)257-5110 (F)

Parks & Recreational Facilities Rules and Regulations

Warren County's parks and recreational facilities are for the lawful enjoyment of all Warren County citizens and their guests. For the safety and enjoyment of all patrons, the following rules and regulations shall govern Warren County's parks and recreational facilities:

1. County parks are open year round, seven (7) days per week.
2. Alcoholic beverages and controlled substances are strictly prohibited on park grounds or in recreational facilities.
3. Smoking is prohibited inside all park buildings and facilities. Smoking "may" be allowed in some designated areas but only where signs allowing such are posted.
4. No dogs are permitted on park grounds or in recreational facilities except service dogs for the disabled.
5. Firearms (regardless of whether concealed or not) are strictly prohibited in and around park grounds and in recreational buildings and facilities.
6. No hunting is allowed on park grounds.
7. The following behavior is strictly prohibited in or on Warren County property:
 - a) Use of profanity; b) Bullying, ridiculing, or threatening others; c) Fighting;
 - d) Possession of a weapon of any kind; e) Vandalism, destruction or theft of Warren County property or the property of others; f) Sexual misconduct; g) Leaving children unsupervised.
- a) Glass containers/bottles are prohibited at all parks and recreational facilities.
- b) All patron vehicles must be parked in designated parking spaces unless there are none available.
- c) Motorized hobby equipment (model cars and airplanes), go-carts, motorized trail bikes, all-terrain vehicles, mini-bikes etc. are not allowed on park grounds.
- d) Park grills are designed for charcoal use only. It is unlawful to gather and burn wood in County parks. Personal grills are allowed but may not be used under any shelters.
- e) Unless previously reserved, the picnic shelter is available on a first-come basis. Reservations for use of the shelter for designated hours may be made through the Parks and Recreation Department Office. A sign confirming reservations will be displayed on the shelter.
- f) Nailing decorations to park structures is not allowed; however taping is permitted.
- g) Bikes, skateboards, roller skates, etc. are not allowed on the walking trails.
- h) The playing of radios and musical instruments are allowed provided the volume of such devices does not affect the peaceful repose of others within the park. Additionally, Warren County's Noise Ordinance remains in effect for all park patrons.
- i) Every park patron is charged with the obligation of cleaning up after themselves and their guests. Failure to pick up trash, take down decorations, and/or properly put out grill fires is a violation of these Parks & Recreational Facilities Rules and Regulations.
- j) Dependent upon the severity, violations of these rules and regulations may result in:
 - a) immediate expulsion from parks and recreational facilities; b) possible denial of future privileges to use the parks and recreational facilities; c) criminal prosecution; and/or d) restitution being required to be made to Warren County.

- k) All parks and recreational facilities rules and regulations must be adhered to in addition to any requests made by a Warren County Parks and Recreation employee or representative.
- l) Solicitation is prohibited.

John Graham Gym

1. Street shoes are prohibited on the gym floor.
2. Gym clock operators must be 18 years of age or older.
3. Outside food and beverages must be consumed in the designated areas.

Swimming Pool – Magnolia-Earnest Recreation Complex - Soul City

1. Two (2) Life Guards and a Recreation Department Staff Member are required for all pool parties at the expense of the renter.
2. No glass containers/bottles are permitted in or around the pool area.
3. Outside food and beverages must be consumed in the designated areas.

Meeting Date: October 5, 2015

Item # 9-C

SUBJECT: Parks & Recreation

REQUESTED BY: Richard “Dickie” Williams, Director

SUMMARY: It is submitted to adopt “Parks & Recreation Facility Rental Fee Schedule” as recommended by Warren County Recreation Commission; effective immediately.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:
Recommend adoption of Parks & Recreation Facility Rental Fee Schedule as recommended by the Warren County Recreation Commission to be effective immediately.

NOTES:

RENTAL FEES

Gym	Non-profit - \$20.00 per/hr. General Public - \$25.00 per hr. An additional \$10.00 Per/hr if clock operator is needed. Minimum 2 hrs. Admission Fee Charges - \$75.00 per/hr. An additional \$10.00 per hour if clock operator is needed. Security and liability insurance must be provided.
Picnic Shelter	Non-profit - \$20.00 (4 hours) \$35.00 (8 hours). General Public - \$25.00 (4 hours) \$40.00 (8 hours)
Ball Field (per Field)	Non-profit - \$10.00 per/hr. General Public - \$15.00 per/hr. Lights are an Additional \$15.00 per/hr., with a minimum of 2 hours
Soccer Field	Non-profit - \$30.00 (4 hours), \$50.00 (8 Hours). General Public - \$35.00 (4 hours), \$55.00 (8 hours)
Ball Field (Tournament)	Non-profit - \$200.00 General Public - \$250.00
Field Prep	\$30.00 per field
Pool	\$3.00 per person, Multiple visit punch cards - \$40.00 for 20 visits
Pool Party	\$120.00 (2 hours), Maximum 30 peoples

For the purpose of charity fund raising or holding a community event: national, state, regional or local organizations may, once yearly, use the gym or ball field for an event that is open to the public and is free of admission charges shall be exempt from user fees, however, a non-refundable cleaning and damage fee of \$75.00 will be charged.

Any public school entity, who does not have access to their own facilities may use the gym when charging admission and will be charged \$25.00 per game.

County agencies and public schools exempt from fees.

Meeting Date: October 5, 2015

Item #10-A

SUBJECT: Appointment to Board/Committee/Commission

**REQUESTED BY: Richard "Dickie" Williams, Director
Parks & Recreation**

**SUMMARY: It is submitted on recommendation of the Warren County
Recreation Commission to appoint Rhonda King Goode to the Recreation
Commission for a three year term: October 1, 2015 to February 28, 2018.**

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



WARREN COUNTY PARKS & RECREATION DEPARTMENT

P.O. Box 835
Warrenton, NC 27589

DICKIE WILLIAMS, *DIRECTOR*
(252) 257-2272

To: Angelena Kearney-Dunlap
From: Dickie Williams
Date: September 22, 2015
Re: New Appointment

The Parks and Recreation Commission approve the appointment of Rhonda King Goode to the Parks and Recreation Commission at the September 10th meeting.

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. Recreation Commission
2. _____
3. _____
4. _____

Your full name Rhonda King Goode
Date of Birth 08-29-1961 Sex Female Race African American
Mailing Address P.O. Box 508
City and Zip Code Warrenton N.C. 27589
Street Address 391 Snowhill Rd
City and Zip Code Warrenton, NC. 27589
Home Phone 252-257-2951 Work Phone 252-257-2556
Job Title Director - King's Fitness
Company or Agency Kings Fitness & Nutrition Center
Email Address rgoode47@live.com

Do you live in the county? Yes No

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

Educational Background

Name and Address of High School Attended John Graham High
Name and Address of College Attended VGCC - Henderson NC. 27536
Degree Received Educational Associate

Please list any military experience N/A

If you are presently serving as an elected or appointed official, please explain: N/A

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

Work Experience Worked in the Mental Health, Substance Abuse and people with Disabilities for 25+ years - Owner of Kings Fitness + Nutrition Center (gym)

Volunteer Experience None but interested in giving back to the county

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

Newspaper Current Warren County Volunteer Other

If other, please explain: County website

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 Rhonda K. Dordt

Date 07-19-2015

Please feel free to attach a resume if so desired.

Meeting Date: October 5, 2015

Item #10-B

SUBJECT: Appointment to Board/Committee/Commission

**REQUESTED BY: William A. Kearney, Chairperson
Juvenile Crime Prevention Council (JCPC)**

SUMMARY: It is submitted on recommendation of the Warren County Recreation Commission to appoint Danielle L. Williams to the JCPC, as representative of the Recreation Commission, for a two year term: October 1, 2015 to June 30, 2017.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



WARREN COUNTY PARKS & RECREATION DEPARTMENT

P.O. Box 835
Warrenton, NC 27589

DICKIE WILLIAMS, *DIRECTOR*
(252) 257-2272



WARREN COUNTY JUVENILE CRIME PREVENTION COUNCIL

To: Angelena Kearney-Dunlap
From: Dickie Williams
Date: 9-17-15
Re: Appointment to JCPC

The Warren County Parks and Recreation Commission appointed Danielle Williams to the JCPC board as their representative at the September 10th meeting.

September 15, 20155

To: The Warren County Board of Commissioners

Re: Warren County JCPC Statement of Interest to Serve

Please be advised that at the Monday, September 14, 2015 meeting of the Warren County Juvenile Crime Prevention Council (JCPC) the council voted unanimously to accept Danielle Lynn Williams' application to serve on the Warren County JCPC.

Thank you.

William A. Kearney

William A. Kearney

Chairman Warren County JCPC

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. JCPC (Parks+Rec seat)
2. _____
3. _____
4. _____

Your full name Danielle Lynn Williams
Date of Birth 9/28/84 Sex F Race W
Mailing Address 999 No Bottom Rd
City and Zip Code Warrenton, NC 27589
Street Address same
City and Zip Code _____
Home Phone 257-0697 Work Phone 820-5735
Job Title Music Teacher
Company or Agency Warren County Schools
Email Address pandela28@yahoo.com

Do you live in the county? Yes No

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

Educational Background

Name and Address of High School Attended Sun Valley High Monroe, NC
Name and Address of College Attended Catawba College Salisbury, NC
Degree Received Music Ed

Please list any military experience _____

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

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

Work Experience

~~was a coach for basketball~~
Boy Scout Troop, Work with children, worked at Sportslinks (runs and manages All-American Bowl) managing press events and player management during Bowl Week, teacher

Volunteer Experience

Coach 7 years with the rec dept. (softball/basketball), Girl Scout Troop leader (2 years)

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

Newspaper

Current Warren County Volunteer

Other

If other, please explain: _____

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

Signature

Danilla J. Williams

Date

8/17/15

Please feel free to attach a resume if so desired.

Meeting Date: October 5, 2015

Item # 11

SUBJECT: Follow-up to September 14, 2015 Rezoning Public Hearing

REQUESTED BY: Ken Krulik, Planner/Zoning Administrator

SUMMARY: Re-Zoning request for 301 +/- acres from Residential Lakeside to Agricultural Residential at Tax Map I2C-58 was tabled from September meeting to the October 5, 2015 Board meeting. It is now presented for consideration.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:



Planning/Zoning and Code Enforcement Department
542 West Ridgeway Street
Warrenton, NC 27589
(PH) 252-257-7027 (FX) 252-257-1083

TO: Warren County Board of Commissioners, County Manager and County Attorney
FROM: Ken Krulik, AICP CZO - Planning and Zoning Administrator
DATE: August 6, 2015
RE: Public hearing information RZ-2015-1 (9/14/15 meeting) Planning Board action.

This document outlines action reflected in the minutes of July 7, 2015 Planning Board meeting relating to RZ-2015-1:

- ◆ “After by the Board on the County’s requirements and next steps, if approved by the Planning Board (reviewed by Ken Krulik and per his planner’s summary) **Chair Tony Moran** then entertained a motion to approve (**STAFF NOTE:** quorum was met with five out of seven members present):
 - A. **Motion** made by **Billy Pearce** to approve the proposed re-zoning (RZ-2015-1) [RL] Residential Lakeside to [AR] Agricultural Residential on the subject property and recommend it to the County Commissioners for review and public hearing.
 - B. **Second** was made by **Barney Watson**, on call for a vote by **Chair Tony Moran** all members voted to approve RZ-2015-1 as submitted and forward it to the County Commissioners for review and public hearing.”



Planning/Zoning and Code Enforcement Department

542 West Ridgeway Street
Warrenton, NC 27589

(PH) 252-257-7027 (FX) 252-257-1083

TO: Warren County Planning Board
FROM: Ken Krulik, AICP CZO - Planning and Zoning Administrator
DATE: July 1, 2015
RE: Planning Board agenda (7/7/15) action item/staff comments

This document outlines comments from the Planning and Zoning Administrator related to the 7/7/16 Planning Board agenda item below. Where applicable staff recommendations are noted to identify compliance with (or non-compliance with) Warren County regulations managing land use and development and to insure that State of North Carolina regulations are followed as well:

- ☐ **Petition for Re-Zoning** (RZ-2015-1): Request to re-zone Tract 1 (301 +/- acres) from [RL] Residential Lakeside to [AR] Agricultural Residential on Tax Map I2C-58 on Robinson Ferry Road in Sixpound Township (remaining acreage in Tract 2 of 16 +/- acres remains RL – Residential Lakeside):
 - A. Property is a large tract of land currently zoned RL (location abutting Lake Gaston).
 - B. Owner surveyed/subdivided 301 +/- acres for the proposed re-zoning to AR (to utilize the site of construction of a solar farm – a permitted use with a zoning permit).
 - C. The remaining 16 +/- acres directly abutting Lake Gaston would remain RL.
 - D. Property directly to the south of the proposed re-zoning is currently zoned AR.
 - E. Action would be consistent with the County's Land Use Plan (3-11-02) which identifies this area as a mix of residential and agricultural-residential land uses.
 - F. ***Recommendation from Planning and Zoning Administrator: Approval for Re-Zoning from [RL] Residential Lakeside to [AR] Agricultural Residential for the noted 301 +/- acres per RZ-2015-1 contingent on compliance with the County's Zoning, Subdivision and Floodplain Ordinances as applicable. NOTE: Per the County's Zoning Ordinance a minimum of a 20' vegetative buffer is required between incompatible land uses.***

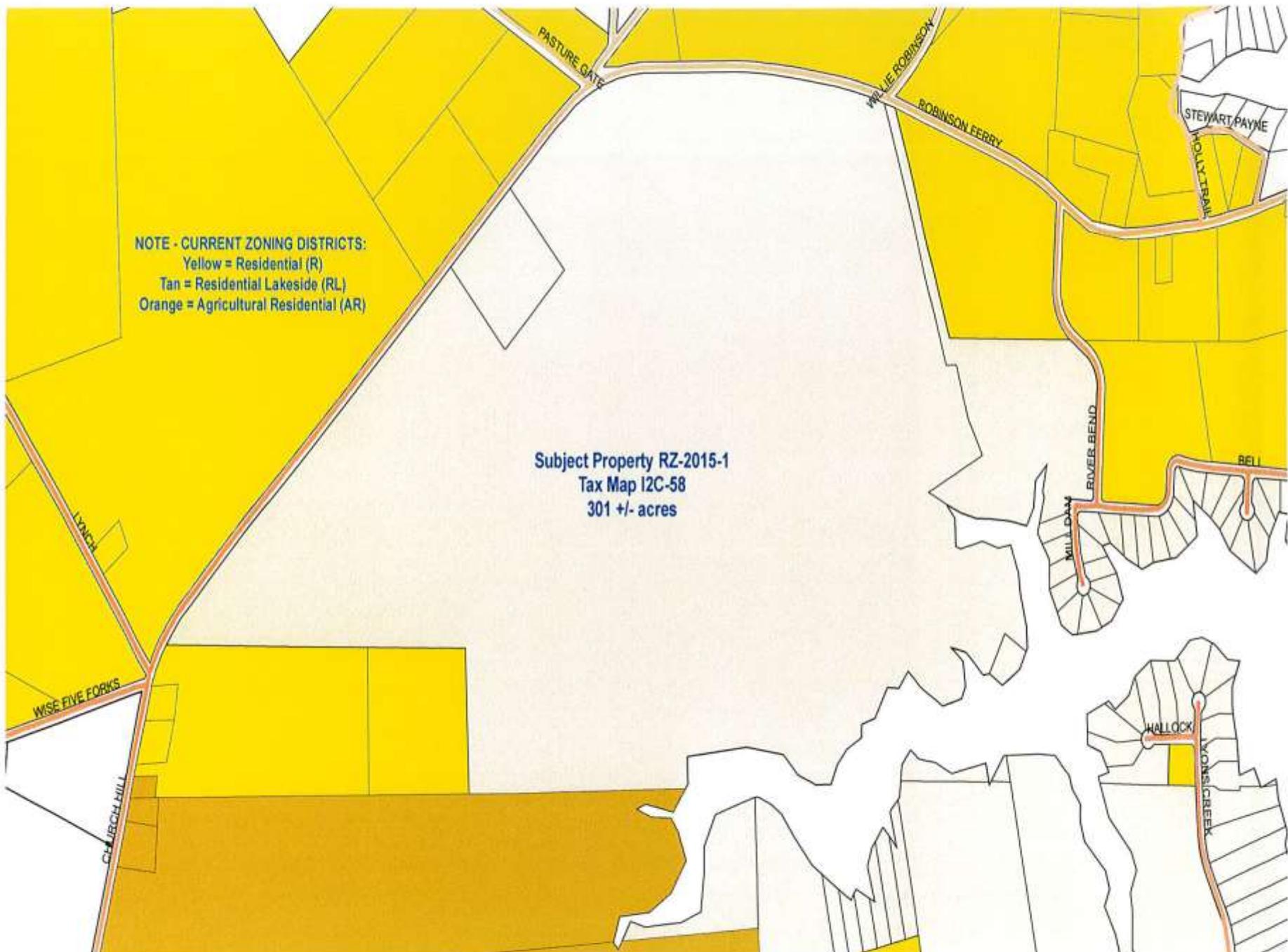
In addition to my review/comments, the information below serves as a reminder (to insure project development progresses efficiently) and as my recommendation that the appropriate project consultants (planners, engineers, surveyors, etc.) maintain close coordination/contact with agency representatives. These include (but are not limited to) the NC Dept. of Environmental and Natural Resources Divisions of Water Quality and Land Quality, NC-Dept. of Transportation, and VEPCO for submittal/approval of the appropriate plans/permits. Such documents could include (may have been obtained/approved, be on record, or are pending):

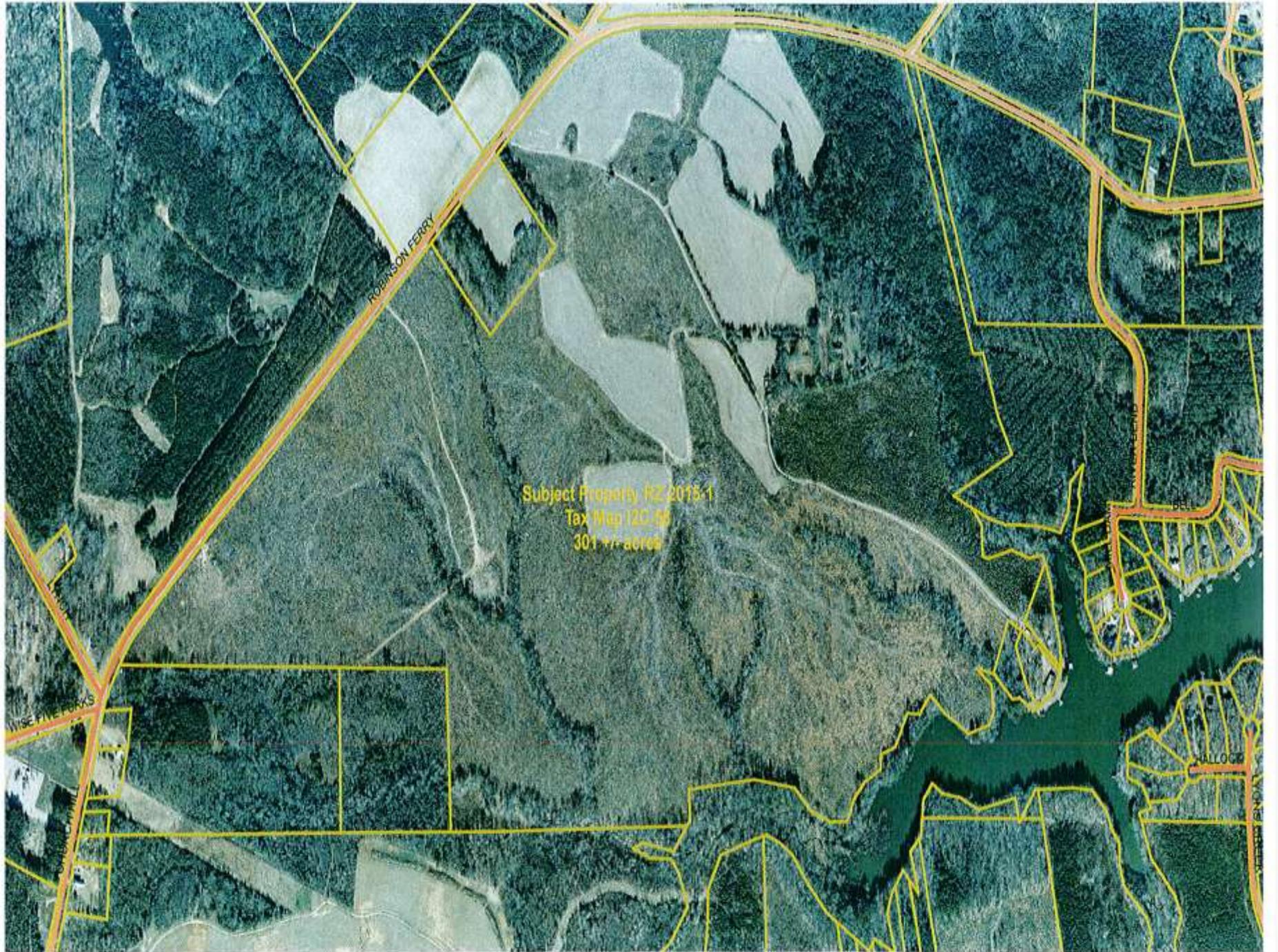
- ☐ **Erosion and Sedimentation Control Plan with appropriate Best Management Practices (BMP's) for stormwater runoff management and water quality protection.**
- ☐ **Stream Restoration Plan.**
- ☐ **Required Riparian Buffers applicable for either the Tar –Pamlico and/or Roanoke River Basins (dependant on project location).**
- ☐ **401 Water Quality Certification Permit.**
- ☐ **NC-Dept. of Transportation driveway permits/compliance with road/street construction regulations.**
- ☐ **VEPCO-appropriate shoreline management plans/permits [if the project is located on Lake Gaston and for Kerr Lake the U.S. Army Corps Engineers shoreline management program].**
- ☐ **Compliance with Warren County zoning classification (s) and ordinance regulations, if applicable.**
- ☐ **Compliance with the Warren County Floodplain ordinance, if applicable**
- ☐ **Appropriate public utilities as necessary (public water/sewer) or for private well/septic (on-site wastewater treatment facility) the Warren County Dept. of Environmental Health.**

Please contact me at if you have questions, in advance thank you for your time and expertise.

NOTE - CURRENT ZONING DISTRICTS:
Yellow = Residential (R)
Tan = Residential Lakeside (RL)
Orange = Agricultural Residential (AR)

Subject Property RZ-2015-1
Tax Map 12C-58
301 +/- acres





ROBINSON FERRY

Subject Property RZ 2015-1
Tax Map 12C-55
301 +/- acres

WISE FIVE PARKS

WILSON BLVD

ALLOTT

WILSON BLVD

Meeting Date: October 5, 2015

Item # 12

SUBJECT: Request for Use of Armory Civic Center with Fees Waived

REQUESTED BY: Mike Coffman, Warrenton Revitalization Committee

SUMMARY: A request is made by the Warrenton Revitalization Committee to use the Armory Civic Center on November 10, 2015 with the facility use fee waived to hold a public forum. Request is based on Government status. If the fee is waived, a \$300 non-refundable cleaning and damage fee is required.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval of fee waiver request for use of the Armory Civic Center (Rooms A, B, & C) by the Warrenton Revitalization Committee based on Government status for a public forum on 11/10/15.

NOTES:

WARREN COUNTY ARMORY CIVIC CENTER
FACILITY USE FEE WAIVER APPLICATION

Organization: Warrenton Revilization Committee Date(s) of event: 11/17/15

EIN or Business License #: _____

Type of business: Government Non-profit For-profit Other: _____

If your organization is a non-profit, you must attach proof of non-profit status.

Address 119 E Market St City Warrenton State NC Zip 27589

Contact Name: Mike Coffman Title: Committee Member

Phone: (O) _____ (C) 252-213-8047 (Alt.) _____

Email: mcoffman@caststonesystems.com Web: _____

Brief Description of Event: Town Cafe where we will invite members of the community as well as county and state officials to discuss ways that we can help revitalize Warrenton and Warren County.

Type of event: Fundraiser Community Event Private Event

Specific details or comments that may assist the Board of County Commissioners in making this decision:

- 1) Will admission be charged to attend this event? No
- 2) Will the event be open to the public? It will be open to citizens of the county and local and state officials
- 3) Has your organization received a fee waiver in the past 12 months? No
- 4) Do you have an alternate date for the event if your first choice is not available? Yes if so
please list alternate date(s): 11/10/15
- 5) Other: _____

I acknowledge that this request and any subsequent approval or denial does not guarantee the availability of the Armory Civic Center. I further understand that I must complete all applicable reservation procedures prior to submitting this application including but not limited to reserving the facility and paying any required fees. I further acknowledge that if the request is approved, I must retain adequate security for this event, any necessary permits and insurance coverage that may be required by the Rental Agreement. I will also abide by all rules and regulations governing the use of the Armory Civic Center during and after the event.

Mike Coffman
Signature of Applicant

8/10/15
Date

WARREN COUNTY ARMORY CIVIC CENTER RENTAL AGREEMENT

Warren County Manager's Office
P.O. Box 619
Warrenton, NC 27589
252-257-3115 (P) 252-257-5971 (F)

Name of Applicant(s): _____

Applicant Address: _____ City: _____

State: _____ Zip Code: _____ Email: _____

Telephone: _____ Cell Phone: _____ Fax: _____

Organization Name: Warrenton Revitalization Committee

Address: 119 E Market St Website: _____

City: Warrenton NC State: NC Zip Code: 27589

Is the Organization Non-Profit? _____

Non-Profit Organizations must include proof of Non-Profit status to receive the Group II Rate. Only Non-Profit Organizations will be allowed to charge admission or sell tickets to an event held at Warren County Armory Civic Center.

Type of Event: Give a brief description of the event, including whether or not you will charge admission or require attendees to purchase a ticket in advance. Please note that only Non-Profit Organizations are allowed to charge admission or require the purchase of tickets to an event held at the Warren County Armory Civic Center. Town Cafe where we will invite members of the commun

as well as county and state officials to discuss ways that we can help revitalize

Warrenton and Warren County

Event Date: November 17, 2015 Room Selection: Rooms A, B and C

If using Room C, will you be using the stage? Yes If so, will you need access to the Wheelchair Lift? No

Estimated Attendance: 125

**Entire 12 paged
document has been
provided in a separate
e-mail**

Meeting Date: October 5, 2015

Item # 13-A

SUBJECT: Declare Surplus Property and Authorize Auction

REQUESTED BY: Clerk to the Board

SUMMARY: Resolution declaring certain County property as surplus and authorizing sale by auction (or authority to discard if not sold), is presented for Board's review and adoption. Authorize Chairman Richardson to sign same.

FUNDING SOURCE:

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval of Resolution declaring certain County property as surplus and authorize sale by on-line auction or disposal if not sold, and authorize Chairman to sign the Resolution.

NOTE:

RESOLUTION

SALE OF SURPLUS WARREN COUNTY PROPERTY

WHEREAS, the County of Warren has certain properties which are no longer used and may lawfully dispose of such property through on-line auction or disposal.

NOW, THEREFORE, BE IT RESOLVED THAT, pursuant to Article 12, North Carolina General Statute 160A-268, the Warren County Board of Commissioners authorize the sale through on-line auction or disposal of:

Peck Building:

Large barrels 29x46 (appx 110)

Small barrels 40.5 x 16 (appx 1,500)

Memorial Library: Frigidaire Electric Range

Code Enforcement: Six (6) office chairs

These items are being sold in “as is” condition with no warranties.

The Warren County Board of Commissioners reserves the right to reject any or all bids, to waive informalities, and to award bid in the opinion of the Owner in its best interest.

BE IT FURTHER RESOLVED, The Board of Commissioners authorizes the County Manager (or designee) to dispose of this property and incur those costs incidental to sell property; and that advertising, describing the property, the method for bidding and the date, time and place for the bid opening be placed with auction site, notice in the Warren Record Newspaper and otherwise appropriately advertised according to law.

ADOPTED this the 5th day of October 2015.

WARREN COUNTY BOARD OF COMMISSIONERS

ATTEST:

Barry Richardson, Chairman



Dimensions of small barrels are 16 inches in diameter x 40 1/2 tall on the inside and 17 x 42 on the outside. There are an estimated 1500 small barrels



Dimensions of large barrels are 29 x 46 on the inside, 31 x 48 on the outside. There are an estimated 100-115 large barrels at the complex.



6 Office chairs



Frigidaire Electric Range,

Meeting Date: October 5, 2015

Item # 13-B

SUBJECT: Declare Surplus Property and Authorize Conveyance

REQUESTED BY: Clerk to the Board

SUMMARY: Resolution declaring certain County property as surplus and authorizing conveyance of same to Pier View Community Innovations, Inc., a non-profit organization, for \$1.00, is presented for Board's review and adoption. Authorize Chairman Richardson to sign resolution.

FUNDING SOURCE:

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval of Resolution declaring certain County property as surplus and authorizing conveyance for \$1.00 to Pier View Community Innovations, Inc., a non-profit agency, and authorize Chairman Richardson to sign the Resolution.

NOTE:

Resolution Conveying Personal Property By Private Sale

WHEREAS, the County has the authority to convey property pursuant to N.C.G.S. § 159A-176, and;

WHEREAS, N.C.G.S. § 160A-279 states that a County may, in lieu of or in addition to an appropriation of funds, convey real or personal property it owns, by private sale, to any entity which 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, notice of this private sale has been published pursuant to N.C.G.S. § 160A-267.

NOW THEREFORE BE IT RESOLVED BY THE WARREN COUNTY BOARD OF COMMISSIONERS THAT: The Warren County Board of Commissioners hereby orders the County Manager to dispose of and convey, by private sale, the following property as designated to **Pier View Community Innovations, Inc., a non-profit organization**, for \$1.00: one (1) **Computer System previously used by Warren County Memorial Library.**

Said property shall be used by **Pier View Community Innovations, Inc.** for public purposes, in accordance with its mission statement in serving the public, as required by N.C.G.S. § 160A-279.

Adopted this 5th day of October 2015.

Warren County Board of Commissioners



Community Innovations, Inc.

*Engaging Rural Communities--Adult Life Skills Empowerment - Management & Career Ready Workforce Development - Youth Leadership - Life Skills Excellence - Resource Development
Creating Synergy through Coordination and Collaboration
'ALWAYS A STEP AHEAD'*

Post Office Box 313 • Manson, NC 27553 • Phone: (252) 456-9058 / (252) 456-4056
e-Mail: pierviewcommunity@embarqmail.com
http: www.pvcinc.com

September 25, 2015

MEMORANDUM

To: Warren County Board of Commissioners
Warrenton, North Carolina 27589

Attention: Linda Worth, Warren County Manager
Angelena Dunlap Kearney, Clerk to the Board

From: Jane Ball-Groom
Executive Director

Date: September 25, 2015

Re: Personal Computer (PC) Desk Top Surplus Equipment

We are requesting the use of one (1) Warren County excess surplus – Personal Computer Desk Top as follows:

- Personal Computer – Processor, Monitor, Keyboard, Mouse and related wire connections.

Our organization, Pier View Community Innovations, Inc. is a non-profit 501 © (3) and has been doing business in Warren County for more 14 years. The PC will be utilized in our skills training activities.

At your convenience, please let us know when we can pick up the subject equipment. Thank you. We look forward to hearing from you.



SUBJECT: Recommendation of Architect for Phase I –
Buck Spring Project

REQUESTED BY: Linda T. Worth, Warren County Manager

SUMMARY: County Manager representing the Buck Spring Project Architect Review Committee submits recommendation of Architect to serve as the lead professional for the Phase I- Buck Spring Project:

1st choice – Solex Architecture, Inc., of Danville, VA (presentation provided by e-mail)

2nd choice – Major S. Sanders, Jr. A.I.A, of Greensboro, NC

FUNDING SOURCE: Buck Spring Capital Project Ordinance

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval of Solex Architecture, Inc., of Danville, VA, to serve as the lead professional for Phase I – Buck Spring Project (1st choice) and Major S. Sanders, Jr., A.I.A. (2nd choice). Funding Source: Buck Spring Capital Project Ordinance

NOTES:

MEMORANDUM

TO: Warren County Board of Commissioners
FROM: Linda T. Worth, County Manager *LW*
DATE: September 28, 2015
RE: Recommendation of Architect for
Phase I - Buck Spring Project

I am pleased to report the following highly qualified firms responded to the County's Request for Qualifications Statements from firms interested in providing architectural/engineering services for the Phase I - Buck Spring Project:

Solex Architecture, Inc.
308 Craghead St., Suite 102-C
Danville, VA 24541

Major S. Sanders, Jr., A.I.A.
Registered Architect
200 Murray St.
Greensboro, NC 27406

Baxter Armistead Architecture, PC
3206 Heritage Trade Drive, Suite 114
Wake Forest, NC 27587

The Architect Review Committee for this project consisted of the following members of the Buck Spring Project Committee: Commissioner Bertadean Baker; Linda T. Worth, County Manager; Ken Bowman, Economic Development Director; and Crystal Smith, Cooperative Extension Director.

After reviewing the three Statements of Qualifications, the Architect Review Committee chose to interview each of the firms. Interviews were conducted on September 23, 2015, and it was the consensus of the Committee that Solex Architecture, Inc. be recommended to the Board of County Commissioners. We are, therefore, requesting the Board's approval to begin negotiations with Solex Architecture, Inc. to serve as lead professional for the Phase I - Buck Spring Project. A copy of the presentation made by Solex during the interview is attached.

It was also the consensus of the Committee that we request authorization from the Board of County Commissioners to negotiate with our second choice firm, Major S. Sanders, Jr., A.I.A., should negotiations not be successful with Solex Architecture, Inc.

Your favorable consideration of this request is greatly appreciated.

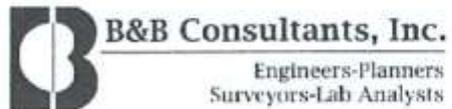
Warren County

Architectural/Engineering Services For Buck Spring Project - Phase 1

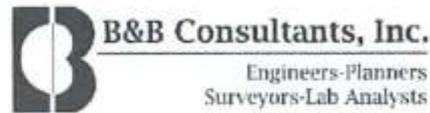


Agenda

1. Introductions
2. Team Dynamic
3. Range of Experience
4. Similar Projects
5. Process Overview
6. Keys to Success
7. Questions and Answers



Introductions



Jeffrey Bond, AIA

Architect / Project Manager

- Coordination
- Life Safety/Code Review
- Accessibility Compliance
- Historic Review
- Building Design
- Bidding/Construction Administration

Sam Carroll, PE

Civil Engineer

- Site Design
- Utility Infrastructure
- Bidding/Construction Administration

Jimmy Epps, PE

B+B

Structural Engineer

- Foundation Design
- Masonry Design
- Heavy Timber Specifications

Michael Kilian, PE

MEP Engineer

- Building Systems
- Coordination with Site Utilities

**Entire 15 paged
document has been
provided in a separate
e-mail**

Meeting Date: October 5, 2015

Item # 15-A

SUBJECT: County Manager's Reports

REQUESTED BY: Linda T. Worth, Warren County Manager

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

FUNDING SOURCE: Various

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

NOTES:

RE: Notice of Contracts Approved by the County Manager

Pursuant to the contracting authority granted to me by the Board of County Commissioners, please be advised that I have approved the following contractual agreements in the month of September 2015 on behalf of Warren County:

Buildings & Grounds Maintenance

DLT Roofing, Inc.
7065 US Hwy 301
Kenly, NC 27542

The bid amount of \$42,270 was accepted and a contractual agreement entered into with DLT Roofing, Inc. to perform roof repairs for the John Graham Building that houses the Social Services Department and YSB offices. Funds are budgeted in the Buildings and Grounds Maintenance budget in the major repairs line item to cover this expenditure.

Juvenile Crime Prevention Council (JCPC)

Ruthie Davis
C/o 158 Rafters Lane
Warrenton, NC 27589

I have approved the FY 16 Secretarial Contract for the JCPC with Ms. Ruthie Davis. Grant funds from the NC Department of Public Safety will be used to cover the expenditure of \$2,612 for twelve months.

Please advise if there are any questions or concerns regarding these agreements.

Attachments



DLT ROOFING, INC

7065 US HWY 301
KENLY, NC 27542
OFFICE 919-284-5800
FAX 919-284-6768
CELL 919-339-7955
Email: dltr roofing@yahoo.com

License #: 71227

We Are A HUB Certified
Company

Contract # 1603

CONTRACTUAL AGREEMENT

AGREEMENT made this July 20, 2015 by and between DLT Roofing Inc., hereinafter called the "Contractor", Warren County, hereinafter called the "Owner".

SCOPE OF WORK:

The contractor agrees to provide all tools, labor, materials, equipment and supervision necessary to perform roof project on discussed property in accordance to the following specifications.

PROJECT:

Warren County Social Services
307 North Main Street
Warrenton, NC 27589
Attn: Charles Williams

Scope of Work:

1. Perform pre-construction meeting to discuss set-up, staging area for equipment and loading of the roof.
2. Set up equipment, materials, safety lines at all roof perimeters and ground loading and dumpster area.
3. Furnish and install a 1/2" EPS Roof insulation to be mechanically fastened to roof deck to manufacturer's specifications.
4. Furnish and install a 060 White TPO roof membrane to be mechanically fastened to roof deck to manufacturer's specifications.
5. Custom fabricate and install a 24 gauge metal edge flashing to SMACNA specifications.
6. All materials will be guaranteed as specified and will carry a 20 year Manufacturer's Material and Labor Warranty.
7. Provide a DLT Roofing Inc. 2 Years Contractors warranty against defect in workmanship and labor.
8. Clean up and remove all job related debris from job site.

Bid Amount \$42,270.00

(Quote good for 30 days after quote date)

DATE OF ACCEPTANCE: 9/21/15 SIGNATURE: Julia J. Wren

SIGNATURE OF CONTRACTOR: _____

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

Storia M. Edmonds
Finance Director

Secretarial Contract
For
Juvenile Crime Prevention Council (JCPC)
2015-16

I Ruthie Davis, agree to render service to the
Warren County Juvenile Crime Prevention Council as follows:

- 1) Prepare meeting memorandum and agenda
- 2) Type minutes and circulate to all members
- 3) Assist JCPC Chairman as needed

Above stated duties shall be compensated at \$217.50 per month for the period July 2015
through June 2016. Total annual compensation shall be \$2610 (12 months).

Signatures below indicate acceptance of terms:

R. M. Davis
JCPC Coordinator

9-24-15
Date

William Kearney
William Kearney, JCPC Chairman

9-14-15
Date

Linda T. Worth
Linda T. Worth, County Manager

9/24/15
Date

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

Storia M. Edmonds
Finance Director 9/18/15

Meeting Date: October 5, 2015

Item # 15-B

SUBJECT: County Manager's Reports

REQUESTED BY: Linda T. Worth, Warren County Manager

SUMMARY: County Manager's Report of activities for September 2015 is presented for the Board's review and approval.

FUNDING SOURCE: N/A

APPLICABLE LOCAL ORDINANCE &/or GENERAL STATUTE:

FOLLOW-UP REQUIRED:

COUNTY MANAGER'S RECOMMENDATION:

Recommend approval of the County Manager's report of activities for the month of September, 2015.

NOTES:

Following is a recap of my work activities for the month of September 2015:

Administration

- Participated in Health Department's accreditation entrance conference with the Accreditation Site Committee (9/1/15)
- Participated in Recreation Commission Sub-Committee meeting (9/3/15)
- Participated in conference call with Senator Bryant and others to discuss KLRWS IBT Certificate Request on 9/10/15 EMC Agenda (9/3/15)
- Participated in conference call to discuss Bond Refunding (9/4/15)
- Labor Day Holiday (9/7/15)
- Prepared for and met with the Phase I – Buck Spring Project Architect Selection Committee (9/9/15)
- Attended Recreation Commission meeting (9/10/15)
- Attended Board of Elections meeting to discuss MOU (9/10/15)
- Mtg. with Animal Control employee to discuss animal control issues (9/11/15)
- Attended JCPC monthly meeting (9/14/15)
- Prepared for and attended Board of Commissioners Public Hearing and Regular Meeting (9/14/15)
- Participated in conference call to discuss Bond Refunding (9/15/15)
- Participated in "Building a Culture of Employee Engagement" Webinar sponsored by ICMA (9/16/15)
- Participated in NCACC's Legislative Update Webinar (9/17/15)
- Met with P. Allen to discuss domestic violence program (9/17/15)
- Participated in meeting to discuss Bond Refunding (9/21/15)
- Participated in Architect Interviews for Phase I – Buck Spring Project (9/23/15)
- Prepared for and attended monthly Department Heads' Meeting (9/24/15)
- Participated in Bond Rating Call with Moody's for Bond Refunding (9/29/15)
- Participated in documents review conference call for Bond Refunding (9/30/15)

Other Activities

- Attended retirement reception for Geraldine Green, Tax Office Employee (9/10/15)
- Attended Animal Ark's Celebration of Animals (9/12/15)
- Participated in Career Day for WCHS Students sponsored by EDC (9/16/15)
- Attended African American Cultural Festival on Courthouse Square (9/19/15)
- Attended Kerr-Tar COG Annual Awards Banquet (9/24/15)

Project Updates

Buck Spring Project

Three responses were received from highly qualified Architectural firms in response to the RFQ for Architectural/Engineering Services for the Phase I - Buck Spring Project. The firms responding were: Solex Architecture, Inc. of Danville, VA; Major S. Sanders, Jr., A.I.A. of Greensboro, NC; and Baxter Armistead Architecture, PC of Wake Forest, NC. The Architect Selection Committee met on 9/9/15 to evaluate the proposals and selected all three firms to interview with the Committee on 9/23/15. The members of the Selection Committee, who were also members of the Buck Spring Project Committee, are: Com. Bertadean Baker; Ken Bowman, EDC Director; Crystal Smith, CED; and Linda Worth, County Manager. The Committee selected Solex Architecture, Inc. to recommend to the Board of County Commissioners at the 10/5/15 Commissioners meeting.

Simulcast Radio System Upgrade Project – Phase II

TSS Partners is preparing the Request for Proposals for the radio equipment needed to facilitate Phase II of this project. The structural drawings for the Manson Tower upgrade have not yet been completed by Tower Engineering Professionals.

Emergency Services Headquarters Facility

We are in the process of preparing a Request for Qualifications for Architectural services for the Emergency Services Headquarters facility. Staff is also working on the USDA pre-application for funding for the project.

Ephraim Place CDBG Project

In conjunction with USDA, Mrs. C. Alston-Kearney, Grant Administrator, is working to identify potential home buyers for the three homes we must construct in order to meet the County's obligations for the CDBG grant received through the NC Division of Community Assistance. We are encouraging everyone to refer prospective homebuyers to Ms. Alston-Kearney at Warren Family Institute to determine if Ephraim Place Subdivision may be an option to meet their housing needs.

Golden LEAF Community-Based Grantsmaking Initiative

We have requested an extension through 12/31/15 to complete the activities funded by the Golden LEAF planning grant for the CAVE Project. We are also continuing work on a preliminary business plan for the CAVE project. We will update the Board of County Commissioners at their 10/14/15 Work Session on the status of this project.



Adjourn

October 5, 2015
Regular Meeting