

March 9, 2020

Board of Commissioners Meeting



SUGGESTED AGENDA

*Armory Civic Center Meeting Room
501 US Hwy 158 Business, East
Warrenton, NC 27589*

6:00 pm Call Meeting to Order – Chairman or Designee

PRAYER & PLEDGE OF ALLEGIANCE

ITEM # 1 ADOPT SUGGESTED AGENDA

Conflict of Interest Disclosure Statement

“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.

ITEM # 2 CITIZEN COMMENTS Time set aside to allow individuals to address the Board of Commissioners on issues of concern pertaining to Warren County.

Rules for Citizen Comments

Please sign up to speak.

The maximum time allotted to each speaker will be five (5) minutes. The Clerk to the Board will keep time.

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

Please address only those items which might not have been addressed by a previous speaker.

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.

Board of Commissioners’ Meetings are recorded.

Warren County Board of Commissioners

ITEM # 3 CONSENT AGENDA

- A. Approve minutes of previous months' meeting(s). A copy of February 2020 minutes were provided to the Board in a separate e-mail:
 - February 3rd Rezoning Public Hearing
 - February 3rd Regular Monthly Meeting
 - February 19th Work Session / Meeting
- B. Tax Collector's Reports for Board's information in accordance with NCGS 105-350
By J. Preston, Tax Administrator
December 2020 (corrected) and
January 2020
- C. Tax Release Requests (over & under \$100) in accordance with NCGS 105-381 "Taxpayer's Remedies" are presented for information only (J. Preston, Tax Admin.)
- D. Proclamation Stewardship Week April 26 - May 3, 2020; Soil & Water Conservation
- E. Resolution in Support of the Formation of the Triangle Trails Initiative
- F. Resolution - Child Abuse Prevention Month - April 2020
- G. Resolution - Supporting State Consumer & Family Advisory Committee (S-CFAC) Legislative Day - May 19th Representing Individuals with MH/SUD/IDD
- H. Order to Advertise unpaid 2019 Taxes that are Liens on Real Property (J. Preston)

ITEM # 4 PRESENTATION ON HIGH SPEED RAIL - Jason Orthner, Director, Rail Division, NC DOT

ITEM # 5 COUNTY MANAGER UPDATES - by Vincent Jones

- A. Kerr Lake Regional Water
- B. Lake Gaston Weed Council – Release of Funds
- C. Board of Commissioners February 19th Retreat Follow-Up
- D. Economic Development Policy

ITEM # 6 CONSIDER APPROVAL OF COUNTY PARTICIPATION IN FRONTIER Warren Project: Consider Options: #1 \$20,000 lease; #2 \$9,600 lease or #3 No participation

ITEM # 7 AMENDMENT # 12 TO THE FY 2019-20 BUDGET ORDINANCE TOTAL of \$398,886 – by Katherine Brafford, Finance Officer

ITEM # 8 BOARD/COMMITTEE/COMMISSION (RE)-APPOINTMENTS.

Ad runs quarterly in both local papers, in the Warren Record Feb. 5th and Lake Gaston Gazette Feb. 12th.

- A. Juvenile Crime Prevention Council (JCPC): (2nd term for) Cathy Alston-Kearney, Chelsea Jennings, Richard Booker, (1st term for) Felicia Gupton & Marion Richards – terms expire January 1, 2022
- B. Kerr-Tar Aging Advisory Council: Virginia Broach, Julius Mann & Charles Jefferson – all 2nd terms expire Dec 31, 2022
- C. Board of Adjustment – Randall Robinson – 1st term expires June 30, 2022
- D. Planning Board – Sid Cutts (filling term of the late A. Thompson) – 1st term expires March 1, 2021
- E. Aging Advisory Council Warren County – Marion Richards, Lottie Moore, Sharon Speed, Kathy Harris & Nellie Vardjian – all 2nd terms expire Feb. 28, 2023

ITEM # 9 ANNUAL COMMUNITY SERVICES BLOCK GRANT APPLICATION -

Franklin Vance Warren Opportunity – Grant amount \$402,152 for four (4) County Program

ITEM # 10 AGREEMENTS BETWEEN WARREN COUNTY & AFTON ELBERON

Volunteer Fire Department – Joey Andrews, Fire Chief

- A. Promissory Note Between County of Warren and Afton Elberon VFD
- B. Afton-Elberon Volunteer Fire Department Loan Agreement & Promissory Note for \$47,500

ITEM # 11 SCHEDULE PUBLIC HEARING TO CONSIDER AMENDMENT TO

The County's Official Zoning Ordinance for April 6, 2020 During 6pm Regular Board Meeting – Ken Krulik, Planner/Zoning Adm.

<p>Table II-1 Dimensional requirements (increased height maximum for LB, NB, HB, LI and HI zoning districts) and Table of Permitted Uses Conditional Use Permits (PUD-CR) per Warren County Planning Board – Planning and Zoning Administrator</p>
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ITEM # 12 CONSIDERATION OF WARREN COUNTY ONLINE PAYMENTS,

Credit Card and Debit Processing Policy by Charla Duncan, Senior Assistant to Manager

ITEM # 13 CONSIDERATION OF WARREN COUNTY GRANTS POLICY

by Charla Duncan, Senior Assistant to Manager

ITEM # 14 Resolution Declaring Surplus Property and authorizing auction of same:

- I4A 53 1 lot in Six Pound Township**
- E6B 67 125F x 100D Warrenton township**
- G9 12I 2.4 acres in Fishing Creek Township**
- H1A 38 1 lot in Six Pound Township (51/100 acre)**
- D11 25 1.05 acres in Shocco Township**
- D4D161 0.50 acre in Smith Creek Township**
- I4B203 1 lot River Township**
- C10 79F 3.47 acres Sandy Creek Township**
- F11 14F 1 lot in Fork Township**
- F11 18 3.93 acres in Fork township**
- F11-19 0.99 acre in fork township**

ITEM # 15 UPDATES TO THE PUBLIC

- A. Citizens Advisory Council (CAC)**
- B. Discussion of Potential Public Health, Safety General Welfare Ordinance**
- C. Board of Commissioners**

ITEM # 16 Adjourn March 9, 2020 Board meeting

CONSENT AGENDA

ITEM # 3A

**Approve minutes of previous months' meetings.
February 2020 minutes have been provided to
the Board in a separate e-mail:**

**February 3rd Rezoning Public Hearing
February 3rd Regular Monthly Meeting
&
February 19th Work Session / Meeting**

CONSENT AGENDA

ITEM # 3B (1 of 3)

**Tax Collector's Reports presented for Board's information in
accordance with NCGS 105-350**

(J. Preston, Tax Administrator.)

**December 2019 (corrected report)
&
January 2020**

ITEM # 3B (2 of 3)

December 2019 (corrected report)

**Tax Collector's Report
to the Warren County Board of Commissioners
For the Month December 2019**

2019-2020

Current Year Collections

Tax Year	Charge	Collected in December	Collected to Date	Balance Outstanding	Percentage Collected
Dec 2019 FY20	\$18,326,617	\$5,224,933	\$13,800,600	\$4,526,015	75.30
Dec 2018 FY19	\$18,001,077	\$5,325,068	\$13,625,981	\$4,375,095	75.70

Delinquent Collections

2018	\$527,969	\$35,153	\$183,613	\$344,355	34.78
2017	236,344	3,859	29,666	\$206,677	12.55
2016	155,251	1,550	13,401	\$141,850	8.63
2015	115,914	425	7,483	\$108,431	6.46
2014	95,484	415	6,177	\$89,307	6.47
2013	118,177	48	5,406	\$112,771	4.57
2012	92,671	221	4,302	\$88,367	4.64
2011	71,863	73	4,772	\$67,090	6.64
2010	62,740	49	875	\$61,865	1.40
2009	50,501	130	799	\$49,701	1.58
Total Delinquent Years	\$1,526,914	\$41,923	\$256,494	\$1,270,414	

Other December Receipts

County Penalties	\$ 10,009	\$ 47,781
Landfill User Fees	\$ 409,244	\$ 1,061,930
Municipalities	\$ 282,474	\$ 496,809
Fire District Taxes	\$ 285,363	\$ 708,428
Advance Taxes	\$ 3,226	\$ 39,126

DECEMBER GRAND TOTAL

\$11,582,240	\$30,037,149
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John Preston, Tax Administrator

1/13/2020

John Preston, Interim Tax Administrator

ITEM # 3B (3 of 3)

January 2020

**Tax Collector's Report
to the Warren County Board of Commissioners
For the Month January 2020**

2019-2020

Current Year Collections

Tax Year	Charge	Collected in January	Collected to Date	Balance Outstanding	Percentage Collected
Jan 2020 FY20	\$18,329,939	\$3,065,341	\$16,865,942	\$1,463,997	92.01
Jan 2019 FY19	\$18,002,169	\$2,985,172	\$16,611,153	\$1,391,015	92.27

Delinquent Collections

2018	\$527,373	\$13,658	\$197,272	\$330,101	37.41
2017	236,270	1,878	31,544	\$204,724	13.35
2016	155,195	610	14,011	\$141,184	9.03
2015	115,796	373	7,857	\$107,939	6.79
2014	95,427	183	6,360	\$89,067	6.67
2013	118,118	150	5,556	\$112,561	4.70
2012	92,609	947	5,250	\$87,358	5.67
2011	71,800	64	4,837	\$66,963	6.74
2010	62,677	2	877	\$61,799	1.40
2009	50,449	-	800	\$49,649	1.59
Total Delinquent Years	\$1,525,714	\$17,865	\$274,364	\$1,251,345	

Other January Receipts

County Penalties	\$ 16,033	\$ 63,814
Landfill User Fees	\$ 253,196	\$ 1,315,126
Municipalities	\$ 121,947	\$ 618,756
Fire District Taxes	\$ 163,229	\$ 871,657
Advance Taxes	\$ 3,915	\$ 43,041

JANUARY GRAND TOTAL

\$6,626,698	\$36,663,853
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John Preston, Tax Administrator

2/14/2020

John Preston, Interim Tax Administrator

CONSENT AGENDA

ITEM # 3C pg 1 of 2

**Tax Release Requests over \$100 in accordance with NCGS 105-381
“Taxpayer’s Remedies” are presented for information only**

By: John Preston, Tax Admin

Over \$100	3/9/2020	CO MGR INITIALS: _____	Date: _____
<u>ERROR CORRECTION RELEASES:</u>			
ALSTON LEQUETTA L	2019 40303-300 B10-44A	18063	\$164.29 DOUBLE WDE DESTROYED 8/2018
GOODMAN RICHARD J & MARGIE	2019 16033-300	1907661	\$206.51 SOLD BOAT 2018
MITCHELL JOHN GREGORY	2019 160	27813	\$330.82 BOAT DOUBLE LISTED
NEWSOME MARK	2018 41280-300 I2D101	16016	\$957.18 OVER ASSESSED
NEWSOME MARK	2019 41280-300 I2D101	16016	\$708.41 OVER ASSESSED
POWELL JOHN JR	2019 34492-200	26688	\$164.18 MH NO LONGER ON PROP
TOTAL ERROR CORRECTIONS:			\$2,531.39
 <u>LANDFILL USER FEE RELEASES:</u>			
BOBBITT LESA DBA BOBBITT HOUSING	2019 03601-301 E5-228	7636	\$150.00 VACANT SINCE 2004
TOTAL LFUF RELEASES:			\$150.00
Total Releases			\$2,681.39

CONSENT AGENDA

ITEM # 3C pg 2 of 2

Tax Release Requests approved by County Manager, under \$100 in accordance with NCGS 105-381 "Taxpayer's Remedies" are presented for information only.

Under \$100	3/9/2020	CO MGR INITIALS: <u>VJ</u>	Date: <u>3/2020</u>
<u>ERROR CORRECTION RELEASES:</u>			
<u>NAME</u>	<u>Year</u>	<u>ACCT#</u>	<u>MAP #</u>
BURNS JAMES L JR	2019	39683-200	
CHAMBERS GWENDOLYN	2019	49337	C2-40J
MATLOCK CATHERINE	2019	1262-300	
POWELL JOHN JR	2015	34482-200	
RIGGAN GLENN R	2019	34301-302	
SPITZ WILLIAM A TRUSTEE	2019	38005-300	
			<u>RECORD #</u>
			<u>AMOUNT</u>
			<u>REASON</u>
			26878 \$ 79.06 BOAT SOLD AUG 2018
			18711 \$ 1.95 WRONG ADDRESS/WAIVE LATE FEE
			4338 \$ 24.45 DOUBLE LISTED
			54093 \$ 2.99 PAID/INTEREST ADDED IN ERROR
			11324 \$ 7.69 SOLD BOAT 4/2018
			1908410 \$ 9.77 WAIVED LATE FEE
SUB-TOTAL ERROR CORRECTIONS:			\$125.91
<u>MOTOR VEHICLE RELEASES:</u>			
MARTIN DONALD G	2019	HD60713	V1929857 \$ 2.44 DECEASED
MARTIN DONALD G	2019	HD78027	V1929885 \$ 9.46 DECEASED
SUB-TOTAL MOTOR VEHICLE RELEASES:			\$ 11.90
SUB-TOTAL CORRECTION RELEASES:			\$125.91
Total Releases			\$137.81

CONSENT AGENDA

ITEM # 3D

**Soil & Water Conservation Proclamation:
Stewardship Week April 26 - May 3, 2020**
Authorize Chairman's Signature

By: Larry West, Soil & Water Conservation

PROCLAMATION

WHEREAS, fertile soil and clean water provide us with our daily sustenance, and

WHEREAS, effective conservation practices have helped provide us a rich standard of living, and

WHEREAS, our security depends upon healthy soil and clean water, and

WHEREAS, stewardship calls for each person to help conserve these precious resources,

Therefore, I do hereby proclaim

April 26 to May 3, 2020
Soil & Water Stewardship Week



Date

Name and Title

Signature

CONSENT AGENDA

ITEM # 3E (1 of 2)

Referred from February 19, 2020 Work Session, Resolution Supporting Triangle Trails Initiative is presented for adoption. Authorize Chairman Davis to sign same



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
Thru: Vincent Jones, County Manager
From: Ken Krulik, AICP CZO - Planning and Zoning Administrator *KKK*
Cc: Stacy Woodhouse, Director – Economic Development
Date: March 4, 2020
Re: Triangle Trails Initiative – County Support

At the February 19, 2020 Commissioners work session, a presentation was made on the Triangle Trails Initiative, this is a program of the East Coast Greenway Alliance and funded by a grant through the AJ Fletcher Association. The premise behind this initiative is to connect, through an integrated network of trails and greenways, the following Counties: Warren, Chatham, Durham, Franklin Harnett, Granville, Johnston, Cumberland, Lee, Moore, Orange, Person, Vance and Wake. This initiative would further efforts to grow regional partnerships between Warren County and its neighbors as well as promote private and public collaboration to enhance both tourism and economic development throughout the region.

Warren County's comprehensive plan identified that the County's existing trails and greenways are a resource to be protected and enhanced as both a natural resource and potential for use in promoting economic development and tourism. One of the established goals, with noted objective and strategy states:

"To provide and maintain, adequate county services and facilities to accommodate economic development and growth and to protect the public health and general welfare.

Objective: To encourage sustainable economic growth and development.

Strategies:

- Pursue Rails to Trails and other similar enhancement programs to coordinate with the County EDC to use inactive rail easements and potential greenways for walking/biking trails, enhancing connectivity within the County.
- Enhance the County's current walking/hiking trails and facilities."

In adopting the Resolution of Support of the Formation of the Triangle Trails Initiative, Warren county would be directly meeting one of its long-term planning goals. This would in turn provide additional opportunities to draw in tourism to the County as well as provide added incentives for economic development to the benefit of both residents and region as a whole.

ITEM # 3E (2 of 2)

Resolution Supporting Triangle Trails Initiative is presented for adoption. Authorize Chairman Davis to sign same

Resolution in Support of the Formation of the Triangle Trails Initiative by the Warren County Board of Commissioners

Whereas, Warren County, North Carolina is committed to maintaining and enhancing the quality of life for citizens throughout the region and recognizes that the “Triangle Trails Initiative” will contribute to quality of life by weaving together community and regional assets via a network of trails and greenways; and

Whereas, the “Triangle Trails Initiative” recommends linking trails and greenways together, across a multi-county regional landscape, gaining cooperation of public and private sector interests that encourage collaboration; and to create a network that will, in the long term, provide transportation, exercise, leisure, safety, accessibility, recreation, community and economic benefits aimed at enhancing the quality of life; and

Whereas, many communities, agencies, and trail advocates in the region have taken a lead in planning and building local trails and greenways, and those efforts can be greatly enhanced by being connected to a larger regional network of trails; and

Whereas, trails and their green landscape areas help improve the quality of the air we breathe by preserving trees and vegetation, by promoting reduce congestion through non-motorized transportation, and enhance the quality of our water through natural buffers mitigating the impacts of storm water run-off; and

Whereas, trails and greenways are freely accessible community assets offering opportunities for transportation, recreation and exercise to everyone, including children and families, providing safe places for county residents to experience a sense of community, celebrate our history and culture, and create stronger social ties; and

Whereas, trails have significant impact on the health and economic viability of the region encouraging active lifestyles, increased levels of tourism, enhanced property values, added jobs, as well as enhanced ability to attract and retain businesses to the region due to improved quality of life; and

Whereas, the “Triangle Trails Initiative” provides the foundation for a long-term strategy that will continue to grow and to provide an invaluable resource for our children, grandchildren and great grandchildren; and

Now, Therefore, Be It Resolved that Warren County, North Carolina supports the concept of working within a regional framework to plan, design, develop and link protected undeveloped landscapes and natural resources by endorsing the “Triangle Trails Initiative.”

Adopted this the 9th date of March 2020.

Tare “T” Davis, Chairman
Warren County Board of Commissioners

CONSENT AGENDA

ITEM # 3F

**Resolution April 2020 Child Abuse Prevention Month
is presented for Board's review and adoption.
Authorize Chairman Davis to sign same**

**April 2020
Child Abuse Prevention Month
Proclamation**

Whereas, children are vital to our state's future success, prosperity and quality of life as well as being our most vulnerable assets;

Whereas, all children deserve to have the safe, stable, nurturing homes and communities they need to foster their healthy growth and development;

Whereas, child abuse and neglect is a community responsibility affecting both the current and future quality of life of a community;

Whereas, communities that provide parents with the social support, knowledge of parenting and child development and concrete resources they need to cope with stress and nurture their children ensure all children grow to their full potential;

Whereas, effective child abuse prevention strategies succeed because of partnerships created among citizens, human service agencies, schools, faith communities, health care providers, civic organizations, law enforcement agencies, and the business community;

Therefore, we the Warren County Board of Commissioners, do hereby proclaim **April 2020 as Child Abuse Prevention Month** and call upon all citizens, community agencies, faith groups, medical facilities, elected leaders and businesses to increase their participation in our efforts to support families, thereby preventing child abuse and strengthening the communities in which we live.

Adopted this the 9th day of March 2020.

Tare "T" Davis, Chairman
Warren County Board of Commissioners

CONSENT AGENDA

ITEM # 3G (1 of 2)

Resolution in Support of NC State Consumer & Family Advisory Committee (S-CFAC) is presented for boards adoption. Authorize Chairman of the Board to sign same.



WARREN COUNTY BOARD OF COMMISSIONERS
602 WEST RIDGEWAY STREET
POST OFFICE BOX 619
WARRENTON, NORTH CAROLINA 27589

MEMORANDUM

Tare Davis, Chairman
Victor Hunt, Vice Chairman
Bertadean Baker
Jennifer Pierce
Walter Powell

Vincent Jones
County Manager

Angelena Kearney-Dunlap
Clerk to the Board

DATE: March 3, 2020
TO: Board of County Commissioners &
Warren County Manager
FROM: Angelena Kearney-Dunlap, Clerk to the Board &
Member of the State CFAC
RE: Adoption of Resolution in Support

The State Consumer & Family Advisory Committee (S-CFAC) has composed a draft resolution asking each of NC's 100 counties to consider adoption showing support for the SCFAC as the members meet on May 19th with our legislators. The goal is to inform law makers of the needs associated with treatment and services for Mental Health (MH), Substance Use Disorder (SUD) and Intellectual Developmental Disabilities (IDD).

The draft resolution is attached. SCFAC request the resolution be added to your next meeting agenda for your board to consider? Forward the adopted resolution to Benita Purcell, SCFAC Chairperson at benitapurcell@hotmail.com

ITEM # 3G (2 of 2)

Resolution in Support of NC State Consumer & Family Advisory Committee (S-CFAC) is presented for boards adoption. Authorize Chairman of the Board to sign same.

Resolution in Support
Of
NC State Consumer & Family Advisory Committee (S-CFAC)

WHEREAS, North Carolina's 100 counties experience on a daily basis; short falls in treatment of its residents in resources to treat, support and sustain life and health;

WHEREAS, NC counties are challenged with the decision to spend tax dollars for needed services for those experiencing Mental Health/Intellectual Developmental Disabilities/Substance Use Disorder/Traumatic Brain Injury (MH/IDD/SUD/TBI) challenges;

WHEREAS, the NC State CFAC is tasked with seven (7) statutory mandates to advise the NC Department of Health and Human Services (DHHS) and the legislature;

- *Review, comment on, and monitor the implementation of the State Plan for Mental Health, Developmental Disabilities, and Substance Abuse Services*
- *Identify service gaps and underserved populations*
- *Make recommendations regarding the service array and monitor the development of different services*
- *Review and comment on the State budget for mental health, developmental disabilities, and substance abuse services*
- *Participate in all quality improvement measures and performance indicators*
- *Receive the findings and recommendations by local CFAC's regarding ways to improve the delivery of mental health, developmental disabilities, and substance abuse services*
- *Provide technical assistance to local CFACs in implementing their duties*

THEREFORE, the NC State CFAC in its efforts to address the needs of MH/IDD/SUD/TBI individuals, their families and the larger community; requests county support for the engagement of:

- Systems Advocacy;
- Improved Service Delivery;
- Ensurance of Quality Services and
- Cultivation of Community Engagement.

BE IT FURTHER RESOLVED that NC State CFAC is endorsed by the Warren County Board of Commissioners to represent the needs of Warren County.)

Adopted this the 9th day of March 2020.

Tare "T" Davis, Chairman

CONSENT AGENDA

ITEM # 3H

**Report of Unpaid 2019 Taxes that are Liens on Real Property
and Order to Advertise**

**By:
John Preston
Tax Administrator**

Memorandum

To: Board of Commissioners
From: John Preston, Tax Administrator
Date: 02/25/2020
Re: Report of Unpaid 2019 Taxes That Are Liens on Real Property And Order
To Advertise

North Carolina General Statute 105-369 states that each year the Tax Collector shall report to the Board of Commissioners the total amount of unpaid taxes for the current fiscal year that are liens on real property, and that the Board shall thereupon order the Collector to advertise such tax liens.

The Total amount of unpaid taxes, which constitute a lien on real property, is \$1,655,817. Upon your order, these liens will be advertised in the month of March. A detailed listing is available for your inspection if you so wish.

AGENDA ITEM # 4 (1 of 8)

Jason Orthner, Director, Rail Division, NC DOT
Presentation on High Speed Rail

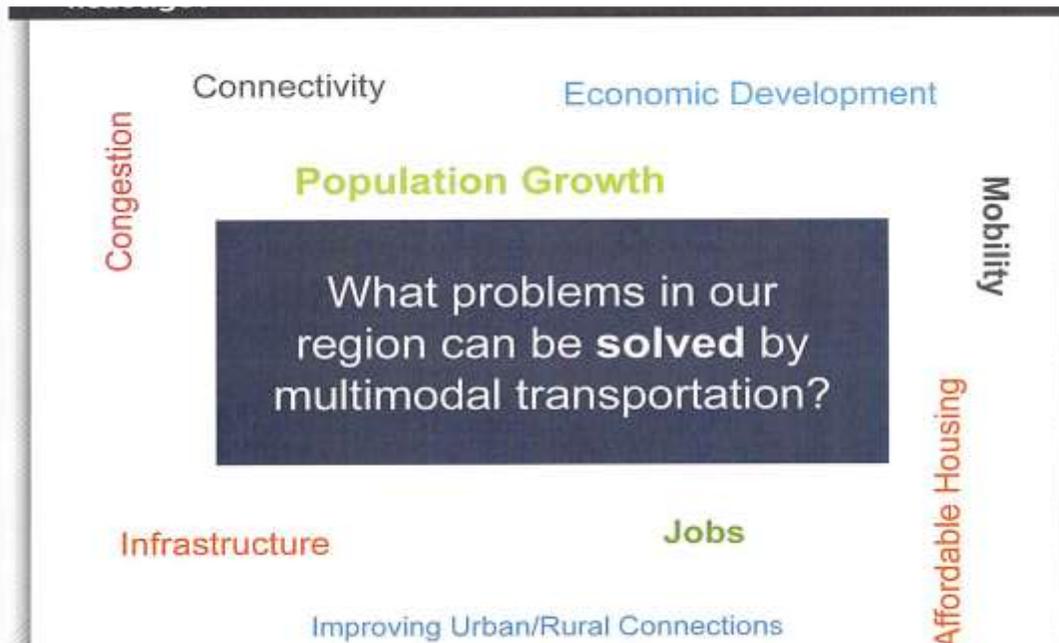


NORTH CAROLINA
Department of Transportation

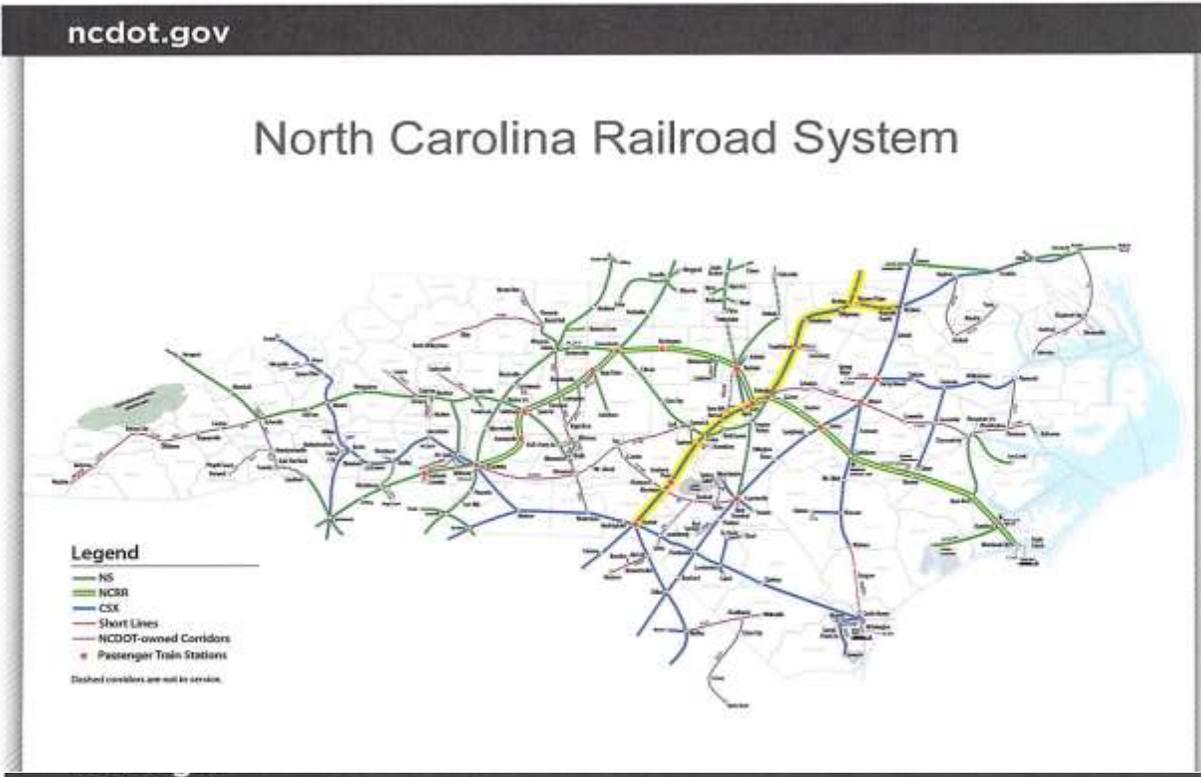


Expanding Rail in North Carolina The S-Line Opportunity

Julie White
Deputy Secretary for Multi-Modal Transportation
March 9, 2020



AGENDA ITEM # 4 (2 of 8)
Presentation on High Speed Rail



History of the S-Line

The S-Line was once a primary rail route.



Passenger train near present day Spring Forest Road

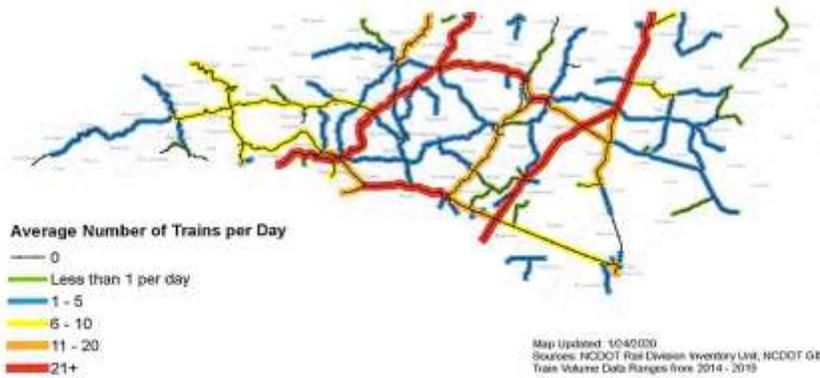


Freight train north of Franklinton

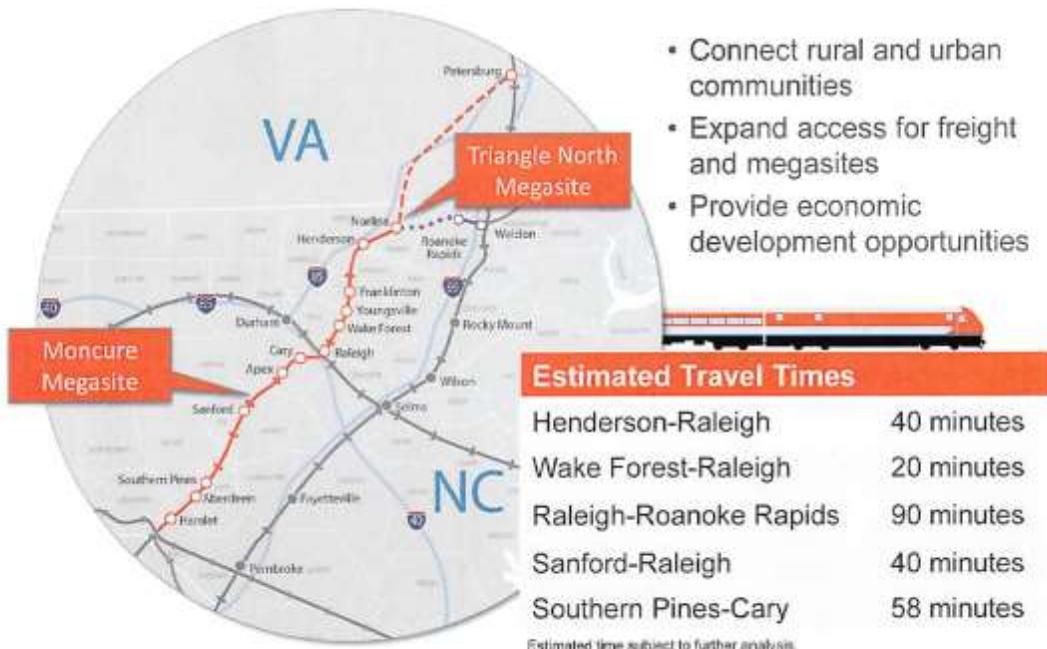
AGENDA ITEM # 4 (3 of 8)
Presentation on High Speed Rail

Class I Railroads “Rationalizing” Their Networks

- Focusing on core routes that carry large volumes of through freight trains
- Selling off stub ended and redundant rail corridors
- Lower-volume lines need to be preserved to serve existing and prospective industries and provide passenger rail expansion opportunities



S-Line Acquisition Opportunities



AGENDA ITEM # 4 (4 of 8)
Presentation on High Speed Rail

Existing Conditions on the S-Line

- **Petersburg to Ridgeway**
 - Out of service, tracks removed
 - Recently purchased by State of Virginia
- **Ridgeway to Raleigh**
 - 25 mph, local freight traffic only
- **Raleigh to Hamlet**
 - 60 mph, local freight and passenger service



Virginia & CSX Landmark Rail Agreement

- State of VA purchased 350 miles of railroad right of way and 225 miles of track
- State ownership allows for:
 - Control of land and access
 - On-time service
 - Implementation of future technologies
 - Economic development along the corridors



AGENDA ITEM # 4 (5 of 8)
Presentation on High Speed Rail

Raleigh to Richmond
S-Line is the Missing Link

- Critical link in the federally-designated Southeast Corridor
- Will expand and improve passenger and freight services
- Will reduce passenger trip times and improve on-time performance
- Will increase north-south freight capacity and rail network resiliency
- Will connect manufacturing and job centers to population centers

SOUTHEAST CORRIDOR

Preparing for CRISI 2020 – How You Can Help

CRISI (Consolidated Rail Infrastructure and Safety Improvements) 2020

- House and Senate updated language for the CRISI program – *now allows for right of way acquisition of at least \$45M*
- Opportunity for the State of North Carolina
 - Federal/local match: 80/20 minimum

Resolutions of Support will make the grant application stronger

Resolutions in support of the development of the S-Line and SA-Line have been passed by:

- Raleigh Exec Jetport
- Wake County Board of Commissioners
- TARPO
- Town of Franklinton
- Town of Sanford
- Town of Wake Forest
- Lee County Board of Commissioners
- Wake Forest Chamber of Commerce

AGENDA ITEM # 4 (6 of 8)
Presentation on High Speed Rail

ncdot.gov

Next Steps

Building on Virginia's Success

- Encourage local government and others to pass resolutions of support
- Seek matching non federal funds for CRISI application
- Compete for CRISI 2020 to acquire the S-line
- Partner with MPOs, RPOs, and communities to progress corridor development and planning
- Secure funding for incremental projects through STI and federal discretionary grants to improve rail infrastructure for new rail services



AGENDA ITEM # 4 (pg 7 of 8)

Jason Orthner, Director, Rail Division, NC DOT

HIGH SPEED RAIL - Draft Resolution of Support



WARREN COUNTY BOARD OF COMMISSIONERS
602 WEST RIDGEWAY STREET
POST OFFICE BOX 619
WARRENTON, NORTH CAROLINA 27589

Tare Davis, Chairman
Victor Hunt, Vice Chairman
Bertadean Baker
Jennifer Pierce
Walter Powell

Vincent Jones
County Manager

Angelena Kearney-Dunlap
Clerk to the Board

County of Warren
State of North Carolina

**RESOLUTION
SUPPORTING THE ACQUISITION AND
DEVELOPMENT OF THE RAIL CORRIDORS
REFERRED TO AS THE S-LINE AND SA-LINE
FOR THE BENEFITS OF IMPROVED PASSENGER
RAIL, IMPROVED FREIGHT MOVEMENT,
IMPROVED COMMUTING OPTIONS AND
ECONOMIC DEVELOPMENT**

WHEREAS, the North Carolina Department of Transportation (NCDOT) has a long tradition of progressing successful passenger and freight rail projects and supporting the development of rail infrastructure; and

WHEREAS, NCDOT has worked with state, regional, and federal partners to develop plans for the federally-designated Southeast Corridor, a passenger and freight rail network extending from Washington, D.C. through North Carolina to Jacksonville, Fla.; and

WHEREAS, a Record of Decision to develop the Raleigh to Richmond portion of the Southeast Corridor was approved by the Federal Rail Administration (FRA) on March 2017, in accordance with the National Environmental Policy Act; and

WHEREAS, the development of the S-Line and SA-Line corridors support and promote economic development in communities along the corridor, including those in rural areas; and

WHEREAS, the developed S-Line and SA-Line would provide greater access to jobs, health care, and education and provide new options for the movement of both goods and people; and

AGENDA ITEM # 4-A (pg 8 of 8)

Jason Orthner, Director, Rail Division, NC DOT

WHEREAS, the developed S-Line and SA-Line would provide efficient and reliable commuting options for communities and businesses along the corridor;

WHEREAS, NCDOT anticipates pursuing federal grants to assist with the purchase of portions of the S-Line and the SA-Line in North Carolina and to study transit-oriented communities and development along the corridor.

NOW, THEREFORE, BE IT RESOLVED by the Warren County Board of Commissioners: that the Board supports the acquisition and development of the S-Line and SA-Line to provide for the full economic potential to be realized in the corridor; and,

BE IT FURTHER RESOLVED that the Warren County Board of Commissioners: encourages appropriation of state funding for the non-federal share of any grants to support the acquisition and development of the S-Line and SA-Line.

ADOPTED THIS THE 9th DAY OF MARCH 2020.

Tare Davis, Chairman
Warren County Board of Commissioners

ATTEST:

AGENDA ITEM # 5 (1 of 2)

**Update from
County Manager
Vincent Jones**

- A. Kerr Lake Regional Water System**
- B. Lake Gaston Weed Control Council**
- C. Board of Commissioners February 19,
2020 Retreat Follow-up**
- D. Economic Development Policy**

March 9, 2020

Board of Commissioners Meeting

AGENDA ITEM # 5-B (2 of 2)

Lake Gaston Weed Control Council

Lake Gaston Weed Control Council

J. Rives Manning, Jr. Treasurer

Tel. (252) 519-0700 737 Franklin Street FAX (252) 519-0700

If above line is busy, call **Roanoke Rapids, NC 27870** E-mail hfls@3rddoor.com

Cell (252) 532-5193

February 10, 2020

Warren County Manager
548 Ridgeway St
Warrenton, NC 27589
Via E-mail and

(Original by US Mail)

RE: FY 2019-2020 Lake Gaston Noxious Weed Control Funding
Request for Release of Funds

Dear Warren County Manager,;

I want to thank you and your County for supporting the Lake Gaston Weed Control Council in their endeavors to control the Noxious Aquatic weeds and other Noxious Aquatic Species found in Lake Gaston. We have made great strides in reducing the amount of Hydrilla found in the lake. The acres of Hydrillia have been greatly reduced, but a new species has grown and is growing rapidly. That species is named **Lyngbya**. Lyngbya is much more expensive to treat than Hydrilla is. We have been treating to control Lyngbya but the acreage of Lyngbya has increased. Both the Chemicals are more expensive to treat Lyngbya and the Application methods and application rates are more expensive.

At the January 9, 2020 Lake Gaston Weed Control Council Annual meeting, the Board of Directors instructed me, the LGWCC Treasurer, to request each of the five counties, Brunswick, Mecklenburg, Halifax, Northampton and Warren to release the full amount of their FY2019-2020 Budgeted amount of funds in the amount of \$ 116,000 to the LGWCC Treasurer.

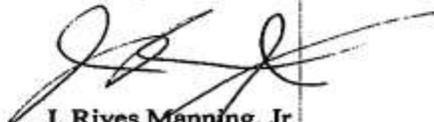
On behalf of the Lake Gaston Weed Control Council, I hereby request that you release the \$116,000. to the Lake Gaston Weed Control Council. We need to receive the requested funds as soon as possible.

Please make your check to:
and mail to:

Lake Gaston Weed Control Council
737 Franklin St.
Roanoke Rapids, NC 27870

The support and participation of Warren County is appreciated.

Sincerely,



J. Rives Manning, Jr.
Treasurer, LGWCC

AGENDA ITEM # 6 (1 of 8)

Frontier Warren Project having been discussed during September 26th, December 2nd, December 12, 2019 and February 19, 2020 Board meetings, is now presented to consider approval of Warren County's participation in the Project.

Option 1

EDC pay \$20,000 rent for the co-working space, includes utilities, etc

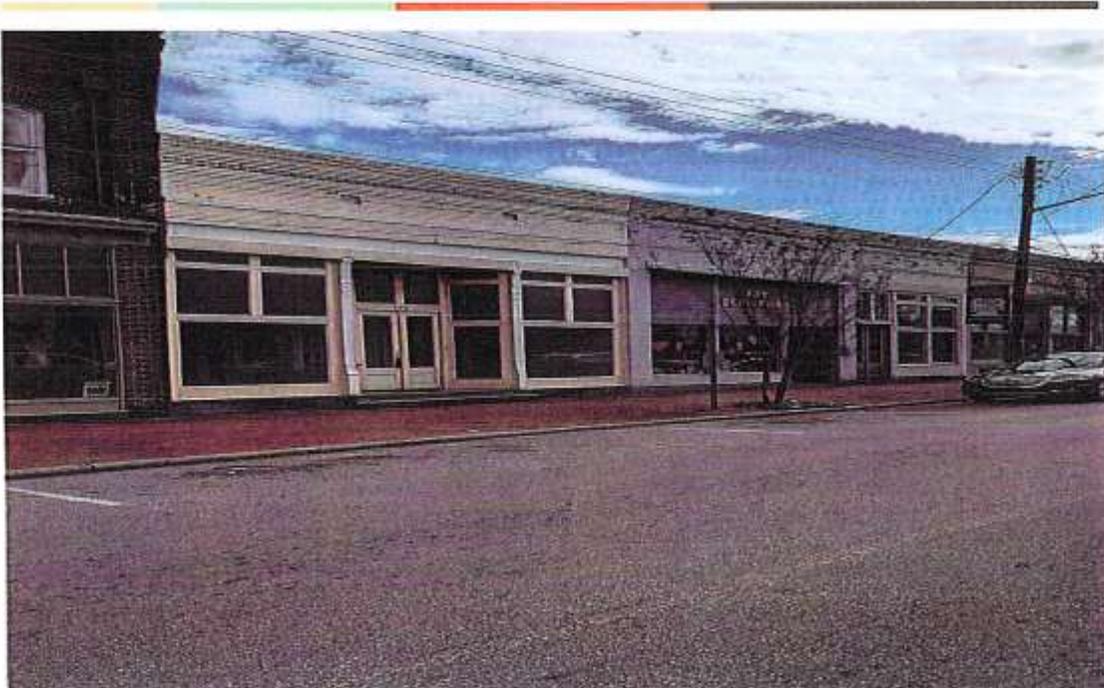
Option 2

EDC pay \$9,600 rent which includes utilities only for the space used by EDC, the Town of Warrenton will seek additional funding.

Option 3

Town 100% financially responsible.

Frontier Warren



AGENDA ITEM # 6 (2 of 8)

Business Plan

Overview

Frontier Warren is a collaboration between the Research Triangle Foundation, Warren County and the Town of Warrenton. Its purpose is to leverage the Frontier RTP brand, extend entrepreneurial programming and expertise into Warren County, and utilize the Frontier RTP model of creative work spaces for entrepreneurs, startups and scaling companies. The partnership's ultimate goal is to establish a permanent entrepreneurial ecosystem in rural Warren County as well as leveraging additional partnerships and thereby creating a successful model which can be duplicated across rural North Carolina.

Problems to Solve

- Limited access to entrepreneurial programming and ecosystems
- Need for connections to other startups and support structures
- Lack of co-working space focused on entrepreneurs
- Need for community synergy and space for businesses of all types

Key Project Outcomes

- Create and test an entrepreneurial model that can be customized and extended to other rural North Carolina communities
- Create new energy and vibrancy in Warren County and spur additional investment in entrepreneur workspace by private investors
- Launch five companies over a 24-month period
- Connect school teachers to companies and students to entrepreneurial and STEM opportunities thereby enhancing and enforcing the importance of STEM.

AGENDA ITEM # 6 (3 of 8)

Key Activities

- Launch co-working space and individually leased offices
- Connect to programming at RTP; STEM events for students, RTP Live Stream 180 events, entrepreneurial success story talks
- Host business education events in partnership with VGCC
- Provide work experiences in partnership with NC Works for eligible citizens
- Connect to "Ice House" programming at NC IDEA foundation
- Structure ongoing collaborations
- Fund raising (private sector) to ensure long-term sustainability of Frontier Warren

Unique Advantages

Why will this project yield successful outcomes when many other efforts have come up short in the past? Locally driven leadership, the Town Administrator and Economic Development Director, are entrepreneurs in key government offices with financial backing and commitments from county and town commissioners. "Ex-patriots" who have had successful careers now reside throughout the county or vacation at Lake Gaston could be catalysts for success because of their vested interest in the county. Programming from NC IDEA will seek to engage and empower the community with the entrepreneurial mindset.

2 Year Growth Timeline (see Figure 1)

The timeline shows the projected completion of the initial Frontier Warren Offices and free Coworking space as well as the projected growth trajectory of additional Frontier Warren Offices throughout Warren County. The future offices will be privately run and funded by property owners and investors. This timeline may be shortened depending on the level of tenant and landlord interest. The additional offices will be branded Frontier Warren and will also benefit from the Research Triangle Foundation relationship. They will have access to the original free coworking space for events and general activities supporting entrepreneurs.

Tenant Focus

One of the main objectives of the project is to foster a sense of community surrounding business and entrepreneurship in Warren County. Frontier RTP has found that the diversity of tenants (non-profit, for profit, small, large, government, agtech, biotech, etc.) is an important factor in creating a dynamic and exciting atmosphere. Frontier Warren looks to replicate this proven model by welcoming all businesses. This model also fits well with the

AGENDA ITEM # 6 (4 of 8)



rural nature of Warren County (lower population density) that would not be conducive to a specialized focus at this time.

Budget

Free Coworking Space (see Figure 3 for floor plan):

Rent: \$1,500/ month X 12 = \$18,000/ Year

Gas, Electric, and Internet (town paying water and sewer): \$500/ month X 12 = \$6,000/ Year

Total Expenses/ Year = \$24,000

Revenues: It is anticipated that there will be opportunities to produce revenue from the space by hosting events, local art sales, and similar activities. For the purpose of projecting a conservative net cost to the funding entities revenue projections will remain \$0.

Total Cost/ Year: \$24,000

Paid Office Space (see Figure 2 for floor plan):

Rent: \$1,500/ month X 12 = \$18,000/ Year

Gas, Electric, and Internet (town paying water and sewer): \$500/ month X 12 = \$6,000/ Year

Total Expenses/ Year = \$24,000

Gross Revenue: 9 offices rented (1 scholarship) = \$2,340/ month x 12 = \$28,080/ Year

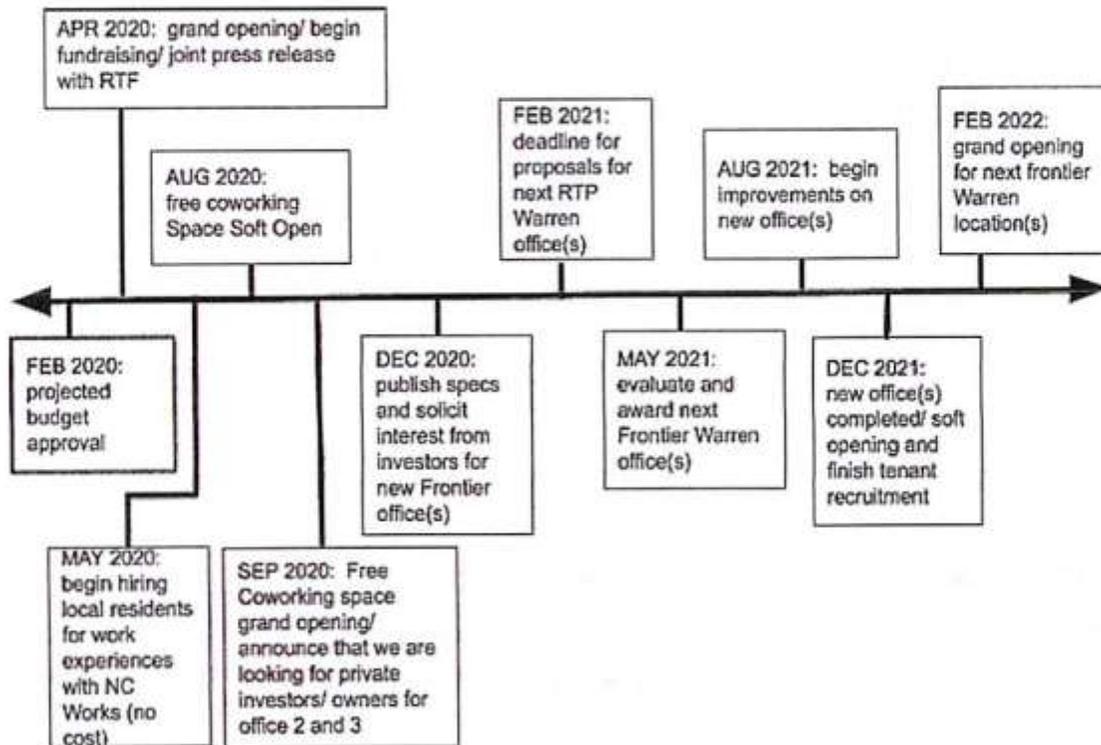
Projected Net Income: = \$28,080 - \$24,000 = \$4,080/ Year

Gross Revenue with 10% Vacancy = \$28,080 - (\$28,080 X .10) = \$25,272/ Year

Net Income with 10% vacancy = \$25,272 - \$24,000 = \$1,272/ Year

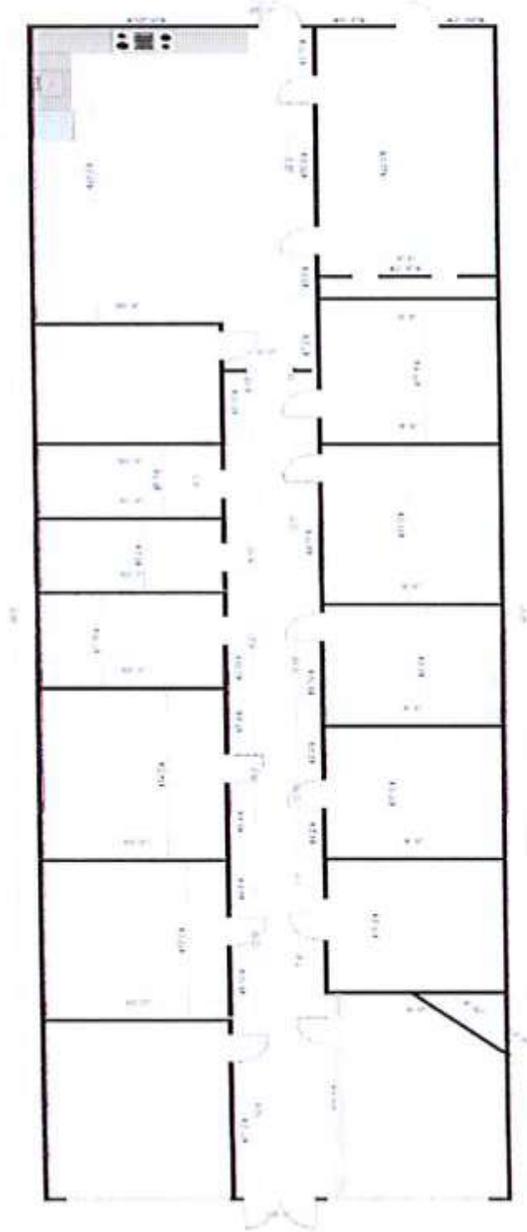
AGENDA ITEM # 6 (5 of 8)

Figure 1 (Growth Timeline)



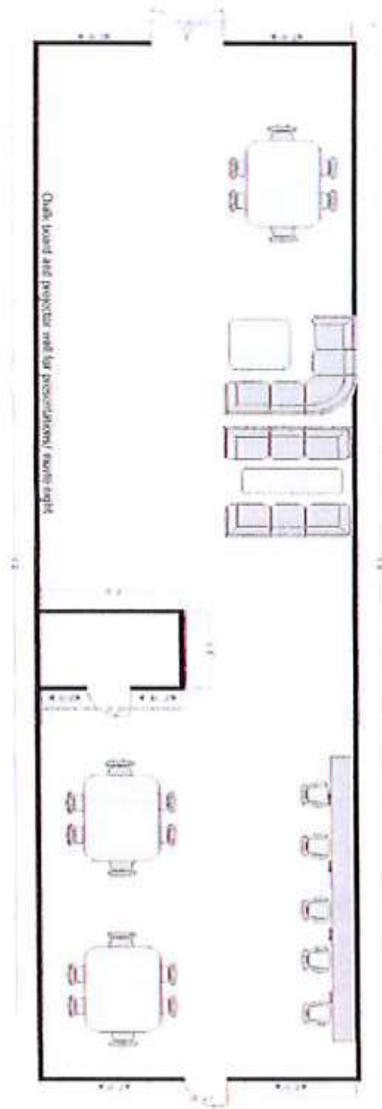
AGENDA ITEM # 6 (6 of 8)

Figure 2 (Paid Office Space Floor Plan)



AGENDA ITEM # 6 (7 of 8)

Figure 3 (Free Coworking Space Floor Plan)



AGENDA ITEM # 6 (8 of 8)

Figure 4 (Aerial)



AGENDA ITEM # 7 (1 of 4)

Amendment # 12 to the FY 2019-2020 Warren County Budget Ordinance

**Katherine Brafford
Finance Officer**

MEMORANDUM

TO: Warren County Board of Commissioners
THROUGH: Vincent E. Jones, County Manager
FROM: Kathy Brafford, Finance Director
DATE: March 2, 2020
RE: Recommendation for Approval of Budget Ordinance Amendment #12 to the General Fund

Background

Several items are addressed in Budget Amendment #12 to the FY 2020 Budget Ordinance. There are as follows:

- 1) We are asking for an increase in appropriations to the County Commissioner's budget of \$4,635 to cover the costs of replacing the carpet in the Commissioner's meeting room in the Armory. These funds are being transferred/budgeted from Contingency Funds in the Buildings and Grounds Maintenance Budget.
- 2) We are asking for an increase in appropriations to the Animal Control Budget of \$1,500 to be used to subsidize the Animal Control Director and one of her staff members to attend the Animal Care Expo 2020 in San Antonio, Texas in May. Animal Control received a \$1,500 scholarship from the Humane Society of the United States (HSUS) and Maddie's Fund, for this purpose.
- 3) We are asking for an increase in appropriations to the Cooperative Extension budget of \$600 which was received for a Community Food Strategies Grant through N.C. State University to be used for capacity building efforts for the local food council.
- 4) We are asking for an increase in the Health Department budget of \$2,600. This is the result of receiving additional funding from the NCDHHS – Division of Public Health for the Breast and Cervical Cancer Program.
- 5) We are asking for an increase in appropriations to the DSS budget of \$10,009. This is the result of additional funding received for the Low Income Housing Energy Assistance Program (LIHEAP) in the amount of \$8,812 and the Duke Energy-Energy Neighbor Fund of \$1,197).

AGENDA ITEM # 7-B (pg 2 of 4)

Amendment # 12 to the FY 2019-2020 Warren County Budget Ordinance

- 6) We are asking for an increase in appropriations to the Rural Operating Assistance Program (ROAP) budget of \$21,737 as a result of additional funding received from the NC Department of Transportation – Public Transportation Division – from the ROAP Grant.
- 7) We are asking for an increase in appropriations to the Recreation Program budget of \$298,540. This increase consists of \$297,540 of additional expenses resulting from having received a Parks and Recreation Trust Fund (PARTF) Grant in the amount of \$148,770, which requires a County match of \$148,770, and \$1,000 of additional expenses resulting from private contributions received in the amount of \$1,000 to be used for program supplies.
- 8) We are asking for an increase in appropriations to the Fire Protection budget of \$63,500. This increase is for a grant match for a Firefighters Assistance Grant from FEMA. This request was made by the Afton-Elberon VFD, which applied for the funding on behalf of the Warren County Firemen's Association. Every fire department in Warren County is supposed to benefit. Funds from this grant are to be used to purchase radios which are compliant with the new statewide radio VIPER system, which the State of NC has rolled out. Additional information was provided at the recent Board Retreat on February 19, 2020, and a copy is also attached to this memo.
- 9) We are asking for an increase in appropriations to the Finance Department's budget of \$4,200 to cover additional costs from Tyler Technologies to assist with the implementation of automating vacation, sick, and comp time leave accruals in the Payroll software system. Leave balances are currently being tracked manually and the Board has asked that we move forward with this project.
- 10) We are decreasing appropriations to the Finance Department's budget by \$9,000. At the February 3, 2020 BOCC meeting, we asked the Board to approve an increase in the Finance Department's budget of \$9,000 to cover additional costs associated with the County's financial audit as a result of the amount of errors found when conducting the Medicaid compliance testing portion of the audit. The auditor's later commented that this portion of the audit should be paid out of the DSS budget and, upon further review, it was discovered that they already have funds budgeted which should cover this. We are, therefore, putting these funds back in the Contingency budget.

Recommendation

I am recommending that the Board approve Budget Amendment #12 to the FY 2020 Budget Ordinance.

AGENDA ITEM # 7-B (pg 3 of 4)

Amendment # 12 to the FY 2019-2020 Warren County Budget Ordinance

**AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE
2019/2020
Amendment No. 12**

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:

County Commissioners	4,635
Buildings & Grounds Maintenance	(4,635)
Finance Department	(4,800)
Fire Protection	63,900
Animal Control	1,500
Cooperative Extension	600
Health Department	2,600
DSS	10,009
Rural Operating Assistance Program (ROAP)	21,737
Recreation Program	298,540
Contingency	4,800
Total	\$ 398,886

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

Increase/(Decrease) Revenues:

Restricted Intergovernmental - Health	2,600
Restricted Intergovernmental - DSS 1571	10,009
Restricted Intergovernmental - Other	171,107
Miscellaneous Revenue	2,500
Appropriated Fund Balance	212,670
Total	\$ 398,886

This amendment:

- Increases appropriations in the County Commissioners' budget by \$4,635 and decreases Contingency appropriations in the Buildings & Grounds budget by that same amount - to cover the costs of new carpet in the BOCC meeting room in the Armory.

Funding Source: Buildings & Grounds - Contingency

- Increases appropriations in the Animal Control budget by \$1,500 to cover a portion of the cost of two employees attending the Animal Care Expo 2020 in San Antonio, Texas from May 5th - 9th. Animal Control was awarded a \$1,500 scholarship from the Humane Society of the United States (HSUS) and Maddie's Fund to help offset the costs of attending the Expo.

Funding Source: The Humane Society of the United States

- Increases appropriation in the Cooperative Extension budget by \$600 for the funds received for the Community Food Strategies, Micro Sub-Grant.

AGENDA ITEM # 7-B (pg 4 of 4)

Amendment # 12 to the FY 2019-2020 Warren County Budget Ordinance

Funding Source: Community Food Strategies Grant

- Increases appropriations in the Health Dept by \$2,600 to cover additional funds received for the Breast and Cervical Cancer Program .

Funding Source: NCDHHS - Division of Public Health

- Increases appropriations in the DSS budget by \$10,009 for additional funding received for the Low Income Housing Energy Assistance Program (LIHEAP) - \$8,812; and the Duke Energy-Energy Neighbor Fund (\$1,197).

Funding Source: NCCHHS - Division of Social Services

- Increases appropriations in the Rural Operating Assistance Program (ROAP) budget by \$21,737 to cover the expense associated with additional funds received from the NC Department of Transportation - Public Transportation Division - from the ROAP Grant.

Funding Source: NC Department of Transportation

- Increases appropriations in the Recreation Program budget by a total of \$298,540. This increase consists of \$297,540 of additional expenses resulting from the Parks and Recreation Trust Fund (PARTF) Grant and \$1,000 of additional expenses resulting from private contributions received in the amount of \$1,000. The PARTF Grant was for \$148,770 and there was a 100% County match requirement of \$148,770 - which is being appropriated from fund balance.

Funding Source: NC Parks & Recreation Trust Fund (\$148,770)
Appropriated Fund Balance (\$148,770)
Miscellaneous Revenue (\$1,000)

- Increases appropriations in the Fire Protection budget by \$63,500. This increase is for a grant match for a Firefighters Assistance Grant from FEMA. This request was made by the Afton-Elberon VFD, which applied for the funding on behalf of the Warren County Firemen's Association. Every fire department in Warren County is supposed to benefit. Funds from this grant are to be used to purchase radios which are compliant with the new statewide VIPER radio system which the State of NC has rolled out.

Funding Source: Fund Balance

- Increases appropriations in the Finance Department by \$4,200 to cover additional costs from Tyler Technologies to assist with the implementation of automating vacation, sick, and comp time leave accruals in the Payroll software system. Leave balances are currently being tracked manually and the Board has asked that we move forward with this project.

Funding Source: Contingency

- Decreases appropriations to the Finance Department's budget by \$9,000 that were approved at the February 3, 2020 BOCC meeting. We had asked for an increase to pay additional audit costs resulting from auditing medicaid compliance. It was later determined that this portion of audit costs was budgeted in the DSS budget. Therefore, we will put these funds back in Contingency.

Funding Source: Contingency

Respectfully Submitted 3/9/2020

Katherine C. Brafford

Katherine C. Brafford, Finance Director

ITEM # 8

BOARD/COMMITTEE/COMMISSION (RE)-APPOINTMENTS

<p>Juvenile Crime Prevention Council:</p> <p>Cathy Alston-Kearney Chelsea Jennings, Alternate Richard Booker Felicia Gupton Marion Richards</p>	<p>Jan. 2020 – Dec. 31, 2022</p> <p>2nd term 2nd term 2nd term 1st term 1st term</p>
<p>Kerr-Tar Aging Advisory Council:</p> <p>Virginia Broach Julius Mann Charles Jefferson</p>	<p>Dec. 2019 – Dec 31, 2022</p> <p>2nd term 2nd term 2nd term</p>
<p>Zoning Board of Adjustment:</p> <p>Randall Robinson</p>	<p>June 2019 – June 30, 2022 (Replacing Paul Bernard)</p> <p>1st term</p>
<p>Planning Board:</p> <p>Sid Cutts</p>	<p>Mar 2020 – Mar 1, 2021</p> <p>1st term</p>
<p>Aging Advisory Council Warren County</p> <p>Marion Richards Lottie Moore Sharon Speed Kathy Harris Nellie Vardjian</p>	<p>February 28, 2023</p> <p>2nd term 2nd term 2nd term 2nd term 2nd term</p>
<p>Vacancies were advertised in both the Warren Record & Lake Gaston Gazette Newspapers</p>	

ITEM # 8-A (1 of 5)

BOARD/COMMITTEE/COMMISSION (RE)-APPOINTMENTS

Juvenile Crime Prevention Council (JCPC)



Warren County Juvenile Crime Prevention Council (JCPC)

Cathy Alston-Kearney, Warren County JCPC Chair – cakearney@warrenk12nc.org

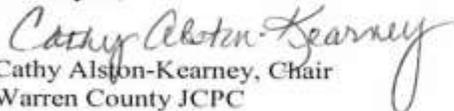
Goble Lane, Warren County JCPC Vice-Chair – chiefofpolice@warrenton.nc.gov

Ruthie Davis, JCPC Program Coordinator – ruthiedavis@warrencountync.gov

February 13, 2020

At the February 10, 2020 Warren County JCPC meeting the JCPC members voted to continue the memberships of Ms. Cathy Alston-Kearney (2nd Term), Ms. Chelesa Jennings (Alternate to Cathy Alston-Kearney; 2nd Term) and Mr. Richard Booker (2nd Term) in their current represented roles. And begin Ms. Felicia Gupton in the role for Warren County Department of Social Services, term of employment position and Ms. Marion Richards as member at large (1st Term). It is recommended that the named individuals above be appointed for membership by the Warren County Commissioners.

Thank you,


Cathy Alston-Kearney, Chair
Warren County JCPC

ITEM # 8-A (2 of 5)

BOARD/COMMITTEE/COMMISSION (RE)-APPOINTMENTS

**Juvenile Crime Prevention Council (JCPC)
Felicia Gupton – 1st term**

Statement of Interest to Serve

List in order of preference the Board/Committee/Commission for which you would be willing to serve. Select one: Juvenile Crime Prevention Council (JCPC)

Give Name of "Fire Tax Board" of Interest. You must reside in tax district to be appointed. *Field not completed.*

Only complete this blank if you are applying for appointment to a Fire Tax Board.

Select one *Field not completed.*

Applicants Name **Felicia Gupton**

Email Address felicia.sg7@gmail.com

Residential Address 1104 NC Highway 43

City MACON

State NC

Zip Code 27551

Phone Number 2522572446

Alternate Number 2522269787

Birthdate 10/13/1969

Race African American

Sex F

Do you live in Warren County? Yes

Job title CPS Supervisor

Are you presently serving in an elected or appointed position? Please explain: Yes Chairperson of the Child Fatality Team

Company / Agency & Address Warren County DSS 307 N. Main St. Warrenton, NC 27589

ITEM # 8-A (3 of 5)

BOARD/COMMITTEE/COMMISSION (RE)-APPOINTMENTS

**Juvenile Crime Prevention Council (JCPC)
Felicia Gupton – 1st term**

Military experience?	No Military Experience
List your Commissioner district, info available at Elections (252) 257-2114.	V - Judkins & Fishing Creek
Educational Background:	
Name & address of High School	Vailsburg High School 107 Ivy Street Newark, NJ 07106
Name & address of College attended	Vance Granville Community College Henderson, NC NCCU Durham, NC
Degree earned	AA; BSW; MSW
List all past employment and/or volunteer experience you have had which may be beneficial in evaluating your qualifications.	Additional information sent to WCGOV@warrencountync.gov
Work experience	Current Supervisor in Child Protective Services Warren County Social Work @ Vance County High School Lead Social Worker Vance County Child Protective Services Child Support Agent with Vance County DSS Admin Assistant Warren County DSS Judiciary Clerk State Of NJ
Volunteer experience	Vance County DSS UNC TV Vance County HS
How did you become aware of Warren County volunteer opportunities?	Current County Volunteer, Other
Date this form completed	12/2019
I certify by my typed initials that all information given is correct to the best of my knowledge.	FSG

NOTE TO APPLICANT: This form is active for six (6) months from date of submission.

ITEM # 8-A (4 of 5)

BOARD/COMMITTEE/COMMISSION (RE)-APPOINTMENTS

**Juvenile Crime Prevention Council (JCPC)
Marion Richards – 1st term**

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. Historic Preservation Commission
- 2. Aging Advisory Council - Warren County
- 3. Juvenile Crime Prevention Council
- 4. _____

Your full name Marion Richards
 Date of Birth 4/6/51 Sex F Race W
 Mailing Address 117 Wilcox St.
 City and Zip Code Warrenton, N.C
 Street Address 117 Wilcox St
 City and Zip Code 27589
 Home Phone 607-725-2865 Work Phone _____
 Job Title Retired Teacher
 Company or Agency _____
 Email Address richardsm@gmail.com

Do you live in the county? Yes No

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

Educational Background

Name and Address of High School Attended Coming/Retired/Ret
Cornwall, NY
 Name and Address of College Attended SUNY Brockport BS
SOPA Mansfield MSED
 Degree Received MSED (Special Education)
 Please list any military experience None

ITEM # 8-A (5 of 5)

BOARD/COMMITTEE/COMMISSION (RE)-APPOINTMENTS

Juvenile Crime Prevention Council (JCPC)
Marion Richards – 1st term

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

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

Work Experience SCTBOLES History Committee, Special Ed, 30 years the last 15 High School Emotionally disturbed class, teaching History at the regents level

Volunteer Experience Teachers Resource Center Board 10 years N.K.S Teachers Union - Vice President, treasurer. Harry Chapin Food Bank Literary Volunteer, Warren County Library Warrenton Womens Club.

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

Newspaper Current Warren County Volunteer Other

If other, please explain: meeting for concerned citizens.

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 Marion K. Richards

Date 2/3/2020

Please feel free to attach a resume if so desired.

ITEM # 8-B (1 of 2)

BOARD/COMMITTEE/COMMISSION (RE)-APPOINTMENTS

Kerr-Tar Aging Advisory Council

Second (2nd) term for:

Virginia Broach

Julius J. Mann

Charles Jefferson

Terms expire December 31, 2022

ITEM # 8-B (2 of 2)

BOARD/COMMITTEE/COMMISSION (RE)-APPOINTMENTS

Kerr-Tar Aging Advisory Council



Diane Cox
Executive Director

February 13, 2020

Member
Governments

Mr. Tare Davis, Chairman
Warren County Commissioner
602 W Ridgeway Street
Warrenton, NC 27589

COUNTIES

Franklin
Granville
Person
Vance
Warren

Dear Chairman Davis:

The Kerr Tar Regional Council of Governments Area Agency on Aging Regional Aging and Advisory Committee (RAAC) recommends that three Warren County members, whose terms expired on 12/31/19, all be approved for another three-year term. We request that this matter be added to the agenda for the next Commissioners' meeting.

MUNICIPALITIES

Bunn
Butner
Creedmoor
Franklinton
Henderson
Kittrell
Louisburg
Macon
Middleburg
Norlina
Oxford
Roxboro
Stem
Stovall
Warrenton
Youngsville

- Ms. Virginia Broach, 444 Russell Union Road, Norlina, NC 27563, phone 252 456 3491
- Mr. Julius J Mann III, 165 Bell Russell Rd, Manson, 27553, phone 252-425-2425
- Mr. Charles Jefferson, 368 Russell Union Road, Norlina, NC 27563, phone 252 456 4731

These terms will all expire on 12/31/22.

According to RAAC Bylaws, RAAC members are appointed by their County Board of Commissioners. The Area Agency on Aging offers RAAC membership recommendations to the county boards.

The RAAC consists of thirty members - six from each of the five counties in the region. The committee advises the Area Agency on Aging to: 1.) develop and administer the Area Plan, 2.) conduct public hearings, 3.) represent the interests of older persons, and 4.) review and comment on all community policies, programs, and activities which affect older adults.

Your continued support for the Area Agency on Aging and for the older adults in Warren County is greatly appreciated.

Sincerely,

Nancy Francis
Director, Area Agency on Aging
nfrancis@kerrtarco.org

ITEM # 8-C (pg 1 of 3)

BOARD/COMMITTEE/COMMISSION (RE)-APPOINTMENTS

Board of Adjustment – Randall Robinson



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 and County Manager
FROM: Ken Krulik, AICP CZO - Planning and Zoning Administrator *KK*
DATE: February 7, 2020
RE: Appointment to the Warren County Board of Adjustment

This memo is in reference to the appointment of a new member to fill an existing vacancy on the Warren County Board of Adjustment:

At the January 22, 2020 Board of Adjustment meeting Board Members voted unanimously by a vote of four (4) to zero (0) in favor of recommending the appointment of Randall E. Robinson.

ITEM # 8-C (pg 2 of 3)

BOARD/COMMITTEE/COMMISSION (RE)-APPOINTMENTS

Board of Adjustment – Randall Robinson

STATEMENT OF INTEREST TO SERVE

If you are a Warren County resident and would like to volunteer your time and expertise to your community, please complete and return to:

Warren County Board of Commissioners
c/o Clerk to the Board
PO Box 619
Warrenton, NC 27589

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

- 1. Board of Adjustment
- 2. Planning
- 3. any
- 4. ABC

Your full name Randall E. Robinson

Date of Birth 080676 Sex M Race W

Mailing Address 116 Old Mill Rd.

City and Zip Code Macon, NC 27551

Street Address SAME

City and Zip Code _____

Home Phone 919 632 4274 Work Phone 919 632 4274

Job Title Owner

Company or Agency Pointe Realty Group

Email Address randall@lakegaston.com

Do you live in the county? Yes No

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

Educational Background

Name and Address of High School Attended Chapel Hill High School

Name and Address of College Attended Wingate University

Degree Received BS Business Admin

Please list any military experience NA

ITEM # 8-C (pg 3 of 3)

BOARD/COMMITTEE/COMMISSION (RE)-APPOINTMENTS

Board of Adjustment – Randall Robinson

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

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

Work Experience Real Estate, Fire, + EMS, Restaurant
Wake County EMS + FIRE

Volunteer Experience Fire + EMS in Wake, Warren, + Orange
Counties

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 [Handwritten Signature]
Date 1/4/20

Please feel free to attach a resume if so desired.

ITEM # 8-D (pg 1 of 3)

BOARD/COMMITTEE/COMMISSION (RE)-APPOINTMENTS

Planning Board - Sid M. Cutts

Filling the term of the Late Al Thompson, whose term expires March 1, 2021.



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 and County Manager
FROM: Ken Krulik, AICP CZO - Planning and Zoning Administrator *CK*
DATE: February 7, 2020
RE: Appointment to the Warren County Planning Board

This memo is in reference to the appointment of member to fill an unexpired term (Al Thompson) on the Warren County Planning Board of Adjustment:

At the February 4, 2020 Planning Board meeting Board Members voted (quorum met with five members) unanimously by a vote of five (5) to zero (0) in favor of recommending the appointment of Sid Cutts to the Planning Board filling the unexpired term as indicated.

ITEM # 8-D (pg 2 of 3)

BOARD/COMMITTEE/COMMISSION (RE)-APPOINTMENTS

Planning Board - Sid M. Cutts

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: *CURRENTLY SERVING ON BOARD OF ADJUSTMENT*

- 1. PLANNING BOARD
- 2. _____
- 3. _____
- 4. _____

Your full name Sid Minor Cutts III
 Date of Birth 3-6-62 Sex M Race W
 Mailing Address 208 Edwards Ridge Rd
 City and Zip Code Littleton NC 27850
 Street Address SAME
 City and Zip Code _____
 Home Phone 252-586-4220 Work Phone 919-616-4448
 Job Title OWNER
 Company or Agency Corbett Hills Construction LLC
 Email Address sid@corbitthills.com

Do you live in the county? Yes No

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

Educational Background

Name and Address of High School Attended J.F. WEBB HIGH SCHOOL, OXFORD NC
 Name and Address of College Attended UNC - CHAPEL HILL
 Degree Received BA - Political Science

Please list any military experience N/A

ITEM # 8-D (pg 3 of 3)

BOARD/COMMITTEE/COMMISSION (RE)-APPOINTMENTS

Planning Board - Sid M. Cutts

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 local business owner
Corb. 71 Hill's Construction

Volunteer Experience BDA WARREN COUNTY

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

Newspaper Current Warren County Volunteer Other

If other, please explain: _____

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

Signature [Signature]
Date 1/20/20

Please feel free to attach a resume if so desired.

ITEM # 8-E

BOARD/COMMITTEE/COMMISSION (RE)-APPOINTMENTS

**Aging Advisory Council – Warren County
All 2nd Terms Expire February 28, 2023**

**Marion Richards
Lottie Moore
Sharon Speed
Kathy Harris and
Nellie Vardjian**

ITEM # 9-A (1 of 5)

Contracts & Service Agreements

ANNUAL COMMUNITY SERVICES BLOCK GRANT
from Franklin Vance Warren Opportunity

North Carolina Department of Health and Human Services



Community Services Block Grant Program
Fiscal Year 2020-21 Application for Funding
Project Period July 1, 2020 – June 30, 2021
Application Due Date: February 14, 2020

Agency Information			
Agency:	Franklin-Vance-Warren Opportunity, Inc.		
Agency:	Franklin-Vance-Warren Opportunity, Inc.		
Federal I.D.	56-0861261		
DUNS Number:	159658236		
Administrative Office Address:	180 South Beckford Drive, Henderson, NC 27536		
Mailing Address (include the 4-digit zip code extension):	P. O. Box 1453, Henderson, NC 27536		
Telephone Number:	252-492-0161		
Fax Number:	252-492-6250		
Proposed Funding:	CSBG: \$402,152	Additional Resources: \$	Agency Total Budget: \$9,584,501
Application Period:	Beginning: July 1, 2020	Ending: June 30, 2021	
Board Chairperson:	Dr. Tony W. Cozart		
Board Chairperson's Address: (where communications should be sent)	P. O. Box 1453 Henderson, NC 27536		
Board Chairperson's Term of Office (enter beginning and end dates):	Indefinite		
Executive Director:	Abdul Sm Rasheed		
Executive Director Email Address:	abdulsmrasheed@fwwopp.com		
Agency Fiscal Officer:	Tanya Branch		
Fiscal Officer Email Address:	tanyabbranch@fwwopp.com		
CSBG Program Director:	Felicia C. Gregory		
CSBG Program Director Email Address:	feliciacoleman@fwwopp.com		
Counties Served with CSBG funds:	Franklin, Granville, Vance and Warren		
Agency Operational Fiscal Year:	July 1 – June 30		

ITEM # 9-A (2 of 5)

ANNUAL COMMUNITY SERVICES BLOCK GRANT
from Franklin Vance Warren Opportunity

**Community Services Block Grant Program
Fiscal Year 2020-21 Application for Funding
Certification and Assurances**

Public Hearing on the Initial Plan

We herein certify that a public hearing as required by 10A NCAC 97B .0402 Citizen Participation in the Application Process occurred on 1/6/2020 for the initial planning process for the agency's current project plan and the agency has maintained documentation to confirm the process of the public hearing.

For multi-county providers, indicate the date and the county the hearing was held.

Date	County	Date	County
1/14/2020	Franklin		
1/8/2020	Granville		
1/13/2020	Vance		
1/6/2020	Warren		

County Commissioners' Review

We herein certify that the application for this project period was submitted to the Board of County Commissioners for review and comment on 2/5/2020 as required by 10A NCAC 97C .0111(b)(1)(A).

For multi-county providers, indicate the county and date the application for funding was presented to the Board of County Commissioners as required by 10A NCAC 97C .0111(B).

Date	County	Date	County
2/5/2020	Franklin		
2/5/2020	Granville		
2/5/2020	Vance		
2/5/2020	Warren		

Board of Directors Approval of the Application

I hereby certify that the information contained in the attached application is true and the Board of Directors has reviewed and approved this application for the Community Services Block Grant Program.

Date of Board Approval: 2/4/2020

Board Chairperson:  (Date)

Finance Committee Chairperson: _____ (Date)

ITEM # 9-A (3 of 5)

ANNUAL COMMUNITY SERVICES BLOCK GRANT
from Franklin Vance Warren
Opportunity

One-Year Work Program
OEO Form 212 (continued)

Section II: One-Year CSBG Program Objective and Activities				
Identified Problem	Service or Activity	Outcome Expected	NPIs (List all NPIs applicable to activity)	Position Title(s)
Lack of education to find work	Provide educational support	35 clients will complete education and training	1.2	Case Manager
Lack of Jobs	Provide employment support	12 individuals will find employment	1.1, 1.2, 1.3	Case Manager
Lack of Home education and Financial literacy	Provide 12 housing sessions	30 individuals will attend classes	1.2	Director
Lack of standard housing	Assist customers to move to standard housing including Homeownership	35 clients will find standard housing	1.2	Case Manager
Lack of food	Provide nutritious food	15 individuals will be assisted with food	6.2, 6.5	Case Manager
Lack of funds to meet basic needs	Assist customer with basic need	335 individuals will be provided emergency assistance	1.2	Case Manager

ITEM # 9-A (4 of 5)

ANNUAL COMMUNITY SERVICES BLOCK GRANT
from Franklin Vance Warren Opportunity

Community Services Block Grant Program
Fiscal Year 2020-21 Application for Funding
One-Year Work Program
OEO Form 212 (continued)

9. Use the tables below to enter your agency's targeted outcome results. The performance measures will be included in the agency's CSBG contract.

All CSBG grantees operating self-sufficiency projects are required to enter program targets in Table 1. Please refer to *Performance Measures and Outcomes Definitions* on page 7 of the Fiscal Year 2020-21 CSBG Application Instructions. If your agency operates more than one project, you will also need to complete Table 2 on the following page and also enter specific program targets. There should be one table of outcome measures per project.

Table 1	
Outcome Measures for Project 1 (enter project name)	
Measure	Expected to Achieve the Outcome in Reporting Period (Target)
The number of participant families served.	109
The number of low-income participant families rising above the poverty level.	3
The number of participant families obtaining employment.	12
The number of participant families who are employed and obtain better employment.	5
The number of jobs with medical benefits obtained.	3
The number of participant families completing education/training programs.	15
The number of participant families securing standard housing.	10
The number of participant families provided emergency assistance.	35
The number of participant families provided employment supports.	35
The number of participant families provided educational supports.	35
The average change in the annual income per participant family experiencing a change.	This measure does not require a target but must be reported.
The average wage rate of employed participant families.	This measure does not require a target but must be reported.

ITEM # 9-A (5 of 5)

ANNUAL COMMUNITY SERVICES BLOCK GRANT
from Franklin Vance Warren Opportunity

Community Services Block Grant Program
 Fiscal Year 2020-21 Application for Funding
 One-Year Work Program
 OEO Form 212 (continued)

CSBG Expenditure by Service Category					
A.2. CSBG Expenditures Domains	Target CSBG Funds	Actual Q1	Actual Q2	Actual Q3	Final
A.2a. Employment	38,500				
A.2b. Education and Cognitive Development	36,750				
A.2c. Income, Infrastructure, and Asset Building	6,600				
A.2d. Housing	28,000				
A.2e. Health and Social/Behavioral Development (includes nutrition)	5,500				
A.2f. Civic Engagement and Community Involvement					
A.2g. Services Supporting Multiple Domains					
A.2h. Linkages (e.g. partnerships that support multiple domains)					
A.2i. Agency Capacity Building					
A.2j. Other (e.g. emergency management/disaster relief)					
A.2k. Total CSBG Expenditures (auto calculated)					

ITEM #10-A (1 of 2)

**Promissory Note between the County of Warren and Afton Elberon
Volunteer Fire Department for Purchase of Radios**

STATE OF NORTH CAROLINA

PROMISSORY NOTE

COUNTY OF WARREN

\$47,500.00

Date: March _____, 2020

The undersigned, AFTON-ELBERON VOLUNTEER FIRE DEPARTMENT, INCORPORATED, 2351 US 401, Warrenton, NC 27589, promises to pay to the order of WARREN COUNTY, ("County") at its principal place of business at 602 West Ridgeway Street, Warrenton, NC 27589, (mailing address of P. O. Box 619, Warrenton, NC 27589), the sum of FORTY-SEVEN THOUSAND FIVE HUNDRED and 00/100 DOLLARS (\$47,500) without interest, in one installment, as described further in this promissory note.

THE TERMS AND CONDITIONS OF THE PAYMENT OF THE PRINCIPAL AND INTEREST, IF ANY, IS AS FOLLOWS:

1. **Payments:** The undersigned shall make one (1) payment in the amount of FORTY-SEVEN THOUSAND FIVE HUNDRED and 00/100 DOLLARS (\$47,500), said payment to be made before March 31st, 2021 in full. Any unpaid balance of the principal shall be due and payable on March 31st, 2021.
2. **Default:** The failure to make payment when due or the failure to comply with any of the terms of the Loan Agreement will constitute a default of this Promissory Note. The principal of this note and any part thereof shall bear interest at the rate of 10% per annum after default until paid. In the event of default, the entire balance of the principal remaining shall, at the option of County, and without notice to the undersigned, be automatically due and payable. Failure to exercise this option shall not constitute a waiver of the right to exercise the same at any other time.
3. **Interest:** The principal of this note and any part thereof shall not bear interest except in the event of a default as herein set forth. County, upon default, shall have the right to employ an attorney and enforce its rights and remedies and the undersigned agrees to pay to County reasonable attorneys' fees plus any costs incurred by County in exercising its rights and remedies upon default.
4. **Waiver of Presentment:** All parties to this note, whether principal, surety, guarantor, or endorser, hereby waive presentment for payment, demand, protest, and notice of dishonor, and all defenses on the grounds of extension of time for the payment hereof, which may be given by the holder of the note or to anyone that has assumed the payment of this Promissory Note.
5. **Prepayment Allowed:** This Promissory Note may be prepaid in full or in part at any time without penalty or premium.

ITEM #10-A (2 of 2)

**Promissory Note between the County of Warren and Afton Elberon
Volunteer Fire Department for Purchase of Radios**

6. Jurisdiction: This Promissory Note is to be governed and construed according to the laws of the State of North Carolina.

IN TESTIMONY WHEREOF, the undersigned has caused this Promissory Note to be executed by its duly authorized officer as the official act of the corporation the day and year first above written.

AFTON-ELBERON VOLUNTEER FIRE DEPARTMENT,
INCORPORATED

By: _____
Joey Andrews, President, Board of Directors

ITEM #10-B (1 of 8)

**Afton Elberon VFD Loan Agreement.
Authorize Chairman to sign same.**

STATE OF NORTH CAROLINA
WARREN COUNTY

LOAN AGREEMENT

This LOAN AGREEMENT is entered into this _____ day of _____, 2020 by and between the **AFTON-ELBERON VOLUNTEER FIRE DEPARTMENT, INCORPORATED** ("Borrower"), a North Carolina corporation, having its principal office at 2351 US 401, Warrenton, NC 27589 and **WARREN COUNTY** ("County"), North Carolina, a body corporate and politic existing pursuant to the laws of the State of North Carolina having its principal office at 602 West Ridgeway Street, Warrenton, NC 27589 and having as its mailing address of P.O. Box 619, Warrenton, NC 27589.

WITNESSETH:

In consideration of the mutual covenants made in this Agreement, the parties agree as follows:

1. **Purpose and Amount of Loan:** County agrees to lend Borrower and Borrower agrees to repay to County or its assigns the principal sum of \$ 47,500.00 (the "Loan") for the purpose of paying sales tax on the purchase of certain firefighting equipment radios ("the Project").
2. **Interest:** The Loan does not bear interest.
3. **Term:** The term of the Loan shall be for one year and will be paid back in full by March 31st, 2021.
4. **Promissory Note:** The Loan shall be evidenced by a Promissory Note in a form that Warren County requires. The Promissory Note shall be properly executed by the appropriate officials of the Borrower.
6. **Rights and Obligations:** In the event of any supplemental loans to finance the project or grant program requirements, Borrower agrees to repay on time any and all such supplemental loans that Borrower obtains to finance the Project and adhere to the requirements of any grant received in connection with the Project.
7. **Conditions of Closing:** The obligation of County to make the Loan is subject to receipt by County from Borrower of the signed Promissory Note and the following additional conditions precedent:
 - A. **Truth of Warranties:** The truth and accuracy, as of the disbursement date, of all representations and warranties made by Borrower in this Agreement and receipt by County of all documents, certificates of officers of Borrower, and any other evidence, as County shall have requested.
 - B. **Copies of Documents:** The receipt by County from Borrower of copies of all

ITEM # 10-B (2 of 8)

Afton Elberon VFD Loan Agreement

documents connected with this Agreement and the transactions contemplated by the Loan, or respecting the business and affairs of Borrower, that County or its counsel may have requested, satisfactory in form and substance to County and its counsel and certified, when appropriate, by proper officers and government authority.

- C. *Expenses:* The payment by Borrower of all expenses related to the Loan.
8. Application of Proceeds: Borrower agrees that the Loan proceeds will be used for the project described in Section 1 of this Agreement.
9. Disbursement of Loan: County will disburse the loan funds to the borrower upon Borrower's purchase of the firefighting equipment radios contemplated in Section 1 of this Agreement.
10. Borrower Representations: In order to induce County to make the Loan, Borrower represents and warrants:
- A. *No Pending Action, Suit, Proceeding:* That Borrower is not a party to any action, suit or proceeding pending, or, to the knowledge of Borrower, threatened at law or in equity before any court or administrative officer or agency which brings into question the validity of the transaction contemplated by this Agreement or might result in any adverse change in the business or financial condition of Borrower.
- B. *No Default:* That borrower is not in default of any obligations, covenants, or conditions contained in any bond, debenture, note or other evidence of indebtedness or any mortgages or collateral instruments securing the same. The making of this Agreement and the consummation of the transaction contemplated will not violate any provision of law or result in a breach or constitute a default under any agreement to which Borrower is a party.
- C. *Filing of Tax Returns:* Borrower has filed all tax returns which are required to be filed and has paid or made provision for the payment of all taxes which have or may become due pursuant to the returns or pursuant to any assessments received by them. No tax liability has been asserted by the Internal Revenue Service or other taxing agency, federal, state or foreign, for taxes materially in excess of those already provided for and Borrower knows of no basis for any deficiency assessment.
- D. *Indemnification:* Borrower indemnifies and holds County harmless against any losses, claims, damages, or liabilities to which it may be subject as a result of any claim for services in the nature of a finder's fee or commission with respect to the transaction contemplated or arising out of the Loan and will reimburse County for any legal or other expenses incurred by it in investigating or defending any claim or liability asserted.

ITEM # 10-B (3 of 8)

Afton Elberon VFD Loan Agreement

- E. *Use of Proceeds:* Borrower shall use all of the proceeds of this loan only for the purposes stated in Section 1 of the Agreement.
- F. *Authority to Complete Transaction:* Borrower has the complete and full authority to perform and complete the transactions contemplated by this Agreement and use the loan funds for the purposes provided in this Agreement.
- G. *Conflict of Interest:* To the best of the knowledge of the Borrower, none of Borrower's officials, representatives or governing body, or any close relatives of Borrower's officials, representatives or governing body are close relatives of the officials, representatives, or governing board of County. Close relative for the purpose of this provision shall mean a spouse, child, grandchild, parent, grandparent, brother or sister.

11. Conditions of Loan: The making of the Loan shall be subject to the following conditions precedent:

- A. *Representations and Warranties are True:* All of the representations and Warranties contained in this Agreement shall be true and correct on and as of the closing date.
- B. *Transactions are Satisfactory:* All proceedings taken in connection with the transaction contemplated by this Agreement and all documents incidental to the transactions shall be satisfactory in form, scope, and substance to County counsel, and County shall have received copies of all documents which it or its counsel may request in connection with the transaction inform, scope, and substance satisfactory to its counsel.
- C. *Consents Obtained:* All necessary approvals or consents, if any approvals or consents are required, of governmental bodies, shall have been obtained.
- D. *Proper Authorization:* There shall be delivered to County a copy of the record of minutes of the governing body of the Borrower or a resolution in form and substance satisfactory to County, specifically authorizing its officers to execute this Agreement, and all other documents necessary to the consummation of this transaction. The record of the minutes of the governing body of the Borrower, or resolution, shall be certified to be true by the secretary or assistant secretary of the Borrower.
- E. *Debarment Certification:* Borrower shall have completed a "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion — Lower Tier Covered Transactions."

12. Affirmative Covenants: Until the Promissory Note is paid in full and all of the other payments due County have been paid and the performance of all of the

ITEM # 10-B (4 of 8)

Afton Elberon VFD Loan Agreement

terms, conditions, and provision of this Agreement and any security agreement have been complied with, Borrower shall cause the following to be done:

- A. *Information to be Provided:* Borrower will deliver to County within fifteen days after any written request therefor from County information as may be reasonably necessary to determine whether Borrower is complying with its covenants and agreements contained in this Loan Agreement or whether an Event of Default has occurred.
- B. *Payment of Promissory Note:* Borrower will punctually pay or cause to be paid the principal and interest, if any, to become due in respect to the Promissory Note in accordance with the terms of the Promissory Note.
- C. *Payment of All Taxes and Assessments:* Borrower will, upon demand, promptly pay and discharge all taxes, assessments, or other governmental charges which may lawfully be levied or assessed on its income or profits or on any property, real, personal, or mixed, belonging to it or upon any part thereof, and also all lawful claims for labor or material and supplies, which, if unpaid, might become a lien or charge upon any property except that Borrower shall not be required to pay any taxes, assessments, charges, levies, or claims so long as the validity of the taxes, assessments, charges, levies, or claims are being actively contested in good faith by proper proceedings, and provided that adequate monies to cover any taxes, assessments, charges, levies, or claims shall be placed in escrow during the proceedings and shall be paid upon a final adjudication and order to pay from a court of competent jurisdiction.
- D. *Payment to Other Debtors:* Borrower will, upon demand, pay or cause to be paid the principal and interest on all indebtedness to other lenders incurred or assumed by it when and as the same shall become due and payable unless the indebtedness is renewed or extended, and will observe, perform, and discharge, all of the covenants, conditions, and obligations, which are imposed upon it by any and all agreements securing or evidencing an encumbrance upon the firefighting equipment radios so as to prevent an occurrence of any act or omission which under the provisions may be declared to be a default which could result in a lien being placed upon the firefighting equipment radios.
- E. *Security Maintenance:* Borrower will at all times cause all of its property to be maintained and kept in good condition and repair to the end that County's security interest will be adequately protected.
- F. *Covenants are Severable:* In the event that any provision of this Agreement or any other instrument executed at closing or the loan application shall be declared unenforceable by a court of competent jurisdiction, the remainder of the agreement or instrument, including the loan application, shall nevertheless remain in full force and effect, and to this end, the provisions of all covenants, conditions, and agreements described in this Agreement are deemed separate.

ITEM # 10-B (5 of 8)

Afton Elberon VFD Loan Agreement

- G. *Statements Showing Expenditures:* Borrower will furnish from time-to-time whenever requested, statements showing itemization of prospective expenditures, expenditures to date, items due and unpaid, and itemized statements with receipted bills and other evidence satisfactory to County.
- H. *Additional Assurances:* From time-to-time, Borrower will execute and deliver any and all further, or other, instruments, and perform such acts, as County or its counsel may reasonably deem necessary or desirable to confirm and secure to County all rights and remedies conferred upon County by the terms of this Agreement and by the Promissory Note.

13. Additional Covenants:

- A. *Expense:* Borrower agrees to pay all costs and taxes that might be imposed or determined to be payable in connection with the execution, issuance, or delivery of the Promissory Note, or in connection with any modification, amendment, or alteration of the terms and provisions of this Agreement, and to save County and any other holder of the Promissory Note harmless against any and all liability with respect to the Promissory Note, all of which agreements of Borrower shall survive payment of the Promissory Note.
- B. *Expenses of Collection or Enforcement:* If Borrower shall at any time default in making any payment on the Promissory Note, Borrower agrees that it will, to the fullest extent permitted by law, pay to the holder of the Promissory Note, in addition to any other amounts that may be due from Borrower to the holder, an amount equal to the costs and expenses of collection or enforcement incurred by the holder in the collection.
- C. *Expenses of Correction by County of Default:* In the event of any default by Borrower in the full performance or observance of any covenant or agreement contained in this Agreement or the Promissory Note, County may, upon 15 days' written notice to Borrower, and at County's sole option (but without any obligation of County to do so), take any steps necessary or appropriate to correct or remedy the default in whole or in part, and all costs and expenses incurred by County in taking the steps (including reasonable attorneys' fees incurred by County and including any other sums paid or payable by County to third parties) shall upon written demand by County be due and payable by Borrower, with interest, (payable on the first day of each calendar month) from the time of occurrence to County at the rate of 10% per annum until paid. In the event County takes any action provided for in the preceding sentence, the commencement or taking of the action shall not be deemed to be a waiver by County of the default of Borrower or a waiver of any other available or remedy of County by reason of the default.

14. Events of Default: The principal indebtedness evidenced by the Promissory Note or the unpaid balance of the Promissory Note at the time outstanding, shall be due and payable at the election of County if any one or more of the following events (hereafter

ITEM # 10-B (6 of 8)

Afton Elberon VFD Loan Agreement

called "Events of Default") shall occur for any reason whatsoever, and whether the occurrence shall be voluntary, involuntary, or come about or be affected by operation of law, or pursuant to or in compliance with any judgment, decree, or order, of any court or any order, rule or, regulation, of any administrative or government body.

- A. *Failure to Pay Promissory Note When Due:* Default shall be made in payment on the Promissory Note when due and payable, and such default be continued for a period of 30 days; or
- B. *Failure to Comply with Covenants:* Default shall be made in the performance or observance of any of the covenants or agreements contained in this Loan Agreement; or
- C. *Representations in Agreement:* Any representation or warranty made by borrower or any statement or representations made by any certificate, statement or opinion, delivered pursuant to this Loan Agreement shall prove to have been incorrect in any material respect as of the date when made;
- D. *Insolvency or Bankruptcy:* If Borrower admits in writing its inability to pay its debts generally as they become due, makes an assignment for the benefit of creditors, files a petition in bankruptcy, be adjudicated insolvent or bankrupt, petition or applies to any tribunal for the appointment of any receiver or trustee, or commence any proceedings under any arrangement, readjustment of debt, or statute of any jurisdiction, whether now or hereafter in effect; or there is commenced against Borrower any such proceedings which remains undismissed for a period of 30 days; or
- E. *Consent to Proceeding:* Borrower by any act indicates its consent to, approval of, or acquiescence in any proceedings or in the appointment of any receiver or of any trustee for Borrower with respect to a substantial part of its property; or
- F. *Final Judgment:* If any final judgment for the payment of money that is not fully covered by liability insurance and is in excess of \$10,000 shall be rendered against Borrower and the judgment is not discharged within 30 days after all appeal rights have expired; or
- G. *Change in Ownership or Control:* If Borrower during the term of this Loan affects a change in ownership or control of the business or its assets without the prior written consent of County.

15. Funds to be Used for Public Purpose: The parties acknowledge that the loan will be used for a public purpose. In addition, Borrower acknowledges that it will use its best efforts to defend against any lawsuit that may be brought that challenges Borrower's use of the Loan.

16. Waiver of Notice: Borrower and guarantors expressly waive any requirement for presentation, demand, protest, notice of protest or other notice or dishonor of any

ITEM # 10-B (7 of 8)

Afton Elberon VFD Loan Agreement

kind, other than notice specifically provided for in this Agreement.

17. Notices: All notices, demands and communications shall be delivered, or sent by certified mail, return receipt requested, addressed in each case as follows, until some other address shall have been designated in a written notice to the other parties:

To Borrower:

AFTON-ELBERON VOLUNTEER FIRE DEPARTMENT, INCORPORATED
2351 US 401
Warrenton, NC 27589

Attention: Joey Andrews, President

To County:

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

Attention: Vincent Jones, County Manager

Notice shall be deemed to have been given when mailed.

18. Survival of Representations, Warranties, and Obligations: All representations and warranties contained in this Agreement shall survive the execution and delivery of this Agreement and of the Promissory Note and any investigation at any time made by County or on its behalf, and any sale or transfer of the Promissory Note, All obligations of borrower, under this Loan Agreement and under the Promissory Note, which have not been fully performed, at the time of disbursement of the Loan, shall survive the disbursement.
19. Construction and Amendment: This Loan Agreement and the Promissory Note constitute the entire agreement between the parties pertaining to the subject matter and supersede all prior and contemporaneous agreements and understandings of the parties in connection with it. This Agreement may not be changed, amended, or terminated orally but only by agreement in writing and signed by the party against whom enforcement of any change, amendment, or termination is sought.
20. Successors and Assigns: All covenants, agreements, representations, and warranties made in this Agreement or in certificates delivered in connection herewith shall, whether so expressed or not, bind and inure to the benefit of the successors and assigns of Borrower and County.
21. Counterparts: This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

ITEM # 10-B (8 of 8)

Afton Elberon VFD Loan Agreement

- 22. No Waiver; Remedies Cumulative: No exercise, partial exercise, failure, or delay on the part of County in exercising any power or right under this Agreement, or under the Promissory Note, shall operate as a waiver of the power or right, except as specifically provided in this Agreement. No remedy conferred in this Agreement or in the Promissory Note, is intended to be exclusive to any other remedy, and each and every other remedy existing at law or in equity or by statute or otherwise, may be sought by the enforcing party.
- 23. Governing Law: This Agreement and the Promissory Note shall be governed by and interpreted in accordance with the laws of the State of North Carolina.
- 24. Indemnification: To the fullest extent permitted by law, Borrowers shall indemnify, protect and save County and its officers and directors, and the local government council's members and employees, harmless from all liability, obligations, losses, claims, damages, actions, suits, proceedings, costs and expenses, including attorneys' fees arising out or connected with, or resulting directly or indirectly from the property offered as collateral in the Security Agreement or the transactions contemplated by this Agreement, including without limitation the possession, condition or use of the Fire Boat. The indemnification arising under this Section shall survive the Agreement's termination.

IN WITNESS WHEREOF, this Agreement is entered by the parties as of the day first above written.

**AFTON-ELBERON VOLUNTEER FIRE DEPARTMENT,
INCORPORATED**

By: _____ (SEAL)
Joey Andrews, President, Board of Directors

WARREN COUNTY

By: _____ (SEAL)
CHAIRMAN, BOARD OF COMMISSIONERS



ITEM # 11

**Request to Schedule a Public Hearing to consider
Amendment to the Zoning Ordinance**

**from
Ken Krulik
Planner/Zoning Administrator**

Suggested Amendment:

Table II-1 Dimensional requirements (increased height maximum for LB, NB, HB, LI and HI zoning districts) and Table of Permitted Uses Conditional Use Permits (PUD-CR) per Warren County Planning Board – Planning and Zoning Administrator

Suggested Date

April 6, 2020

Suggested Time

During 6pm Regular Board Meeting

ITEM # 12 (pg 1 of 3)

**Proposed Warren County Online Payments,
Credit Card and Debit Processing Policy**

By
Charla Duncan
Senior Assistant to the Manager



Memorandum

To: Warren County Board of Commissioners
Through Vincent Jones, County Manager

From: Charla Duncan, Senior Assistant to the County Manager

Date: March 4, 2020

Subject: Proposed Warren County Policy on Online Payments, Credit Card and Debit Card Processing

In an effort to make fee-based government services easier to navigate for our citizens and visitors, Warren County departments want to grow online payment options and accept credit and debit cards on-site when possible. This policy is intended to give direction on North Carolina law governing convenience and checkout fees, as well as directs department heads on the County's approved approach to online payment programs, debit, and credit card processing.

Currently, Warren County departments offer multiple payment options, including cash and check. This policy specifically relates to online payments, credit and debit card processing. It does not apply to the handling of cash payments or checks written and delivered through US mail or paid onsite at a Warren County operating department.

Respectfully submitted,

Charla Duncan
Senior Assistant to the County Manager

ITEM # 12 (pg 2 of 3)

Charla Duncan, Senior Assistant to the Manager

**Proposed Warren County Online Payments,
Credit Card and Debit Processing Policy**

**Warren County Online Payments, Credit Card, and Debit Processing Policy
Adopted:**

Purpose and Scope: In an effort to make fee-based government services easier to navigate for our citizens and visitors, Warren County Government departments will work to provide online payment options and accept credit and debit cards on-site when possible. This policy gives direction on North Carolina law governing convenience and checkout fees, as well as directs department heads on the County's approved approach to online payment programs, debit, and credit card processing.

In today's market, vendors that provide the software for online payments and the equipment for processing credit and debit card charge processing fees. According to NC law, government is allowed to charge a convenience fee for online and over-the-phone payments for both credit and debit. In 2013, the law changed to allow government to apply a checkout fee for in-person transactions, but for credit only; this cannot happen for debit card transactions. This policy will outline when departments are allowed to accept credit and debit payments in accordance with state law.

Warren County departments offer multiple payment options, including cash and check. This policy specifically relates to online payments, credit and debit card processing. It does not apply to the handling of cash payments or checks written and delivered through US mail or paid onsite at a Warren County operating department.

North Carolina General Statute:

§ 159-32.1. Electronic payment.

A unit of local government, public hospital, or public authority may, in lieu of payment by cash or check, accept payment by electronic payment as defined in G.S. 147-86.20 for any tax, assessment, rate, fee, charge, rent, interest, penalty, or other receivable owed to it. A unit of local government, public hospital, or public authority may pay any negotiated discount, processing fee, transaction fee, or other charge imposed by a credit card, charge card, or debit card company, or by a third-party merchant bank, as a condition of contracting for the unit's or the authority's acceptance of electronic payment. A unit of local government, public hospital, or public authority may impose the fee or charge as a surcharge on the amount paid by the person using electronic payment. (1999-434, s. 5.)

Online Payments: All departments are encouraged to have an online payment program for fee-based services when appropriate. Online payment systems are an additional service opportunity for citizens and visitors.

Initiating Online Payments and Software Selection

Any department interested in implementing an online payment program is strongly encouraged to do so, but must first consult with the County Manager's Office. Departments should use existing programs approved by the County Manager's Office and the Finance Director; however, if a department wishes to utilize a new software for online payments, they must request use of software through the County Manager and Finance Director.

Convenience Fees

North Carolina law allows local government to charge and/or pass on charges from vendors that are labeled as "convenience fees". Convenience fees are charges per transaction for the convenience of a citizen paying online or over the phone from the convenience of their own home (or any other location

ITEM # 12 (pg 3 of 3)

Charla Duncan, Senior Assistant to the Manager

**Proposed Warren County Online Payments,
Credit Card and Debit Processing Policy**

apart from Warren County operating departments). These fees are different from "checkout fees", which are charges for processing payments made at Warren County operating departments.

Warren County will pass along to customers all convenience fees associated with processing payments online.

E-Checks

Department heads can use their discretion on whether or not that department accepts e-checks as a form of online payment.

Payment Companies

Departments should work to provide as many payment options as possible when feasible for department operations. However, department heads may exercise their discretion on what companies are accepted as payment options (for example, Visa, Mastercard, American Express, PayPal, etc.).

On-site Credit and Debit Card Payments: Warren County departments should work to offer credit card processing for customers that come on-site to transact business at Warren County operating departments.

Checkout Fees

North Carolina law allows local government to charge and/or pass on charges from vendors that are labeled as "checkout fees" for credit cards only. Checkout fees are charges per transaction for payments made at a Warren County operating department. North Carolina law prohibits local government from charging a checkout fee for debit card transactions.

North Carolina law mandates that checkout fees must be applied uniformly across departments.

Warren County will pass along to customers all fees associated with processing credit card payments at the Warren County office where the bill originates.

Warren County will not accept debit card payments on-site at the office where the bill originates. Debit cards can only be used for online payments.

Concession Fees Exception

Warren County will accept debit cards in addition to credit cards for concessions at the Warren County Recreation Complex.

ITEM # 13 (pg 1 of 4)

Proposed Warren County Grant Policy

By
Charla Duncan
Senior Assistant to the Manager



Memorandum

To: Warren County Board of Commissioners
Through Vincent Jones, County Manager

From: Charla Duncan, Senior Assistant to the County Manager

Date: March 4, 2020

Subject: Proposed Warren County Grant Policy

The attached proposed Warren County Grant Policy is intended to provide direction in the application, acceptance, and administration of funds awarded through grants to the County from federal or state governments, other local governments, non-profit agencies, foundations, and the private sector. Currently, the County does not have a policy providing this type of direction. This policy will provide direction to all County personnel, elected officials, and citizens who desire to fund County programs with alternative funding sources. The policy will also provide direction on funding organizations and businesses not related to Warren County government with County matching funds (henceforth referred to as a non-County entity), and/or providing County staff time for grant administration to organizations and businesses not related to Warren County government.

Respectfully submitted,

Charla Duncan
Senior Assistant to the County Manager

March 9, 2020

Board of Commissioners Meeting

ITEM # 13 (pg 2 of 4)

Charla Duncan, Senior Assistant to the Manager

Proposed Warren County Grant Policy

**Warren County Grant Policy
Adopted:**

Purpose and Scope: The purpose of this policy is to provide direction in the application, acceptance, and administration of funds awarded through grants to the County from federal or state governments, other local governments, non-profit agencies, foundations, and the private sector. This policy provides direction to all County personnel, elected officials, and citizens who desire to fund County programs with alternative funding sources. The policy also provides direction on funding organizations and businesses not related to Warren County government with County matching funds (henceforth referred to as a non-County entity), and/or providing County staff time for grant administration to organizations and businesses not related to Warren County government.

Best Practice: It is best practice that departments seek alternative sources of funding (i.e. grants) for projects that the department is already committed to completing once all funding is secured. Departments are discouraged from applying for a grant simply because funds are available.

I. Application and Acceptance of Grants for County Programs

The Warren County Manager is given authority to make application for and accept grants that meet the following criteria when the local match is budgeted and:

- The grant is expected to be \$200,000 or less on an annual basis with no required county match; or
- The grant is expected to be \$50,000 or less on an annual basis with a required match of 10% (\$5,000 max matching funds); or
- The grant is expected to be \$20,000 or less on an annual basis with a required match of 25% or less (\$5,000 max matching funds).

Board of Commissioners Approval: If a grant meets the above criteria, the County Manager can approve a department's application and acceptance of the grant. If a grant is in excess of the above criteria, the Board of Commissioners shall approve the application for and acceptance of the grant(s).

Even if board approval is not needed, all departments are encouraged to update the Board of Commissioners upon acceptance of a grant award.

II. Application and Acceptance of Grants for Non-County Entities Using County Funds

In some cases, non-County entities may seek help from the County to fund portions or all of a grant's matching requirement. This practice is not commonplace, but does occur when the program is beneficial to the County.

The Board of Commissioners must take formal board action in support of providing matching funds or an application for a non-County entity. A non-County entity should not apply for a grant that assures matching funds provided by Warren County unless formal action is taken by the Warren County Board of Commissioners.

Non-County entities must provide the following when requesting matching assistance or administrative assistance from the County:

- Copy of the grant application

ITEM # 13 (pg 3 of 4)

Charla Duncan, Senior Assistant to the Manager

Proposed Warren County Grant Policy

- Contact person for the grant administration
- A plan of action on how the entity will handle grant administration
- Copies of financial reporting and accounting requirements
- Amount of matching funds requested
- Documentation of any other matching funds outside of the request to the County
- Justification for why the project is beneficial to the County

A request for matching funds does not guarantee that the County will provide grants administration. This is a separate request and is not guaranteed; non-County entities should be prepared to administer any grant they apply for regardless of County funds or assistance.

III. Grant Administration for County Agencies

Prior to Grant Submission

All departments must notify the County Manager of any grant application prior to submission. If the grant is in excess of the criteria involving the award amount and required match, departments must make every effort for that grant to go before the Board of Commissioners prior to submission of the application. The County Manager has the discretion to allow a department head to *apply* for a grant without going before the Board of Commissioners in select cases (for example in the case of a timeline restrictions). The County Manager must report this activity to the Board at the next Board of Commissioners monthly meeting.

Upon Award Notification

All departments must notify the County Manager and Finance Director of any grant award notification. If the grant is in excess of the criteria involving the award amount and required match, departments must get approval from the Board of Commissioners before accepting the award.

The following must be sent to the County Manager:

- Copy of the grant application
- Notification announcement of the grant award
- Department contact person for the grant administration
- Copies of financial reporting and accounting requirements

Contract Execution

All departments must have all grant contracts reviewed by the County Attorney. No contracts should be signed without authorization from the County Manager and the County Attorney. The original contract should be kept on file at the County Administration Office. Copies of the executed grant contract should be kept in the grantee's office and sent to the County Manager, the County Attorney, and Finance.

General Administration

All departments are expected to schedule a meeting with Finance to discuss any necessary steps needed for accounting throughout the grant. All departments are expected to comply with all reporting and procurement requirements in a timely fashion.

ITEM # 13 (pg 4 of 4)

Charla Duncan, Senior Assistant to the Manager

Proposed Warren County Grant Policy

Grant Tracking

A spreadsheet of all grant activity will be kept in the County Manager's Office and provided to the Finance Department for audit. Matching funds for non-County entities will be tracked on this spreadsheet as well.

IV. Grant Administration for Non-County Entities

If the Warren County Board of Commissioners has taken formal action to support a non-County entity with matching grant funds and/or grant administration, the following must be sent to the County Manager and the Senior Assistant to the County Manager upon notification of award:

- Copy of the grant application
- Notification announcement of the grant award
- Contact person for the grant administration
- Copies of financial reporting and accounting requirements

Contracts should be reviewed by the County Attorney before execution. An MOU should be developed between the non-County entity and the County outlining the parameters of the matching funds agreement and the grant administration process.

Non-County entities will send copies of all interim and final reports to the County Manager's Office.

ITEM # 14 (1 of 3)

**Adopt Resolution Declaring Surplus Property and authorize auction of same.
Chairman authorized to sign resolution.**

I4A 53	1 lot in Six Pound Township
E6B 67	125F x 100D Warrenton Township
G9 12I	2.4 acres in Fishing Creek Township
H1A 38	1 lot in Six Pound Township (51/100 acre)
D11 25	1.05 acres in Shocco Township
D4D161	0.50 acre in Smith Creek Township
I4B203	1 lot River Township
C10 79F	3.47 acres Sandy Creek Township
F11 14F	1 lot in Fork Township
F11 18	3.93 acres in Fork Township
F11-19	0.99 acre in Fork Township

Resolution declaring surplus property and authorizing County Manager or designee to sale items and/or tax foreclosed properties.

The Surplus Property Process:

1. Once the property taxes on a particular property have been determined to be non-collectable, the property information is sent to the County's foreclosure attorney.
2. The attorney does the necessary title work and goes through the process of contacting the owners.
3. During notification through the certified mail process the owners are given the opportunity to pay the delinquent taxes and retain ownership.
4. If the owners do not pay the delinquent taxes the attorney goes before the court to get permission to sale the property.
5. After a judge approves the sale, it is auctioned on the courthouse steps to the highest bidder.
6. If there are no bidders the County becomes the owner by having a lien against the property.
7. The property can then be declared surplus by the Commissioners and authorized to be sold.

ITEM # 14 (2 of 3)

Adopt Resolution Declaring Surplus Property and authorize auction of same. Chairman authorized to sign resolution.



WARREN COUNTY BOARD OF COMMISSIONERS
602 WEST RIDGEWAY STREET
POST OFFICE BOX 619
WARRENTON, NORTH CAROLINA 27589

State of North Carolina

County of Warren

Tare Davis, Chairman
Victor Hunt, Vice Chairman
Bertadean Baker
Jennifer Pierce
Walter Powell

Vincent Jones
County Manager

Angelena Kearney-Dunlap
Clerk to the Board

**RESOLUTION
SALE OF SURPLUS
WARREN COUNTY PROPERTY**

WHEREAS, the County of Warren has certain property which has been determined to be of no necessity and may lawfully dispose of such property through auction or private sale,

NOW, THEREFORE, BE IT RESOLVED THAT, pursuant to Article 12, North Carolina General Statute 160A-268, the Warren County Board of Commissioners will sell through auction and/or private sale, the following personal property:

Tax Foreclosed Properties

- I4A 53 1 lot in Six Pound Township
- E6B 67 125F x 100D Warrenton Township
- G9 12I 2.4 acres in Fishing Creek Township
- H1A 38 1 lot in Six Pound Township (51/100 acre)
- D11 25 1.05 acres in Shoeco Township
- D4D161 0.50 acre in Smith Creek Township
- I4B203 1 lot River Township
- C10 79F 3.47 acres Sandy Creek Township
- F11 14F 1 lot in Fork Township
- F11 18 3.93 acres in Fork Township
- F11-19 0.99 acre in Fork Township

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 sale property; and that advertising, describing the property, the method for bidding and the date, time and place for the bid award be placed with GovDeals online auction with notice in the Warren Record and otherwise appropriately advertised according to law.

March 9, 2020

Board of Commissioners Meeting

ITEM # 14 (3 of 3)

Adopt Resolution Declaring Surplus Property and authorize auction of same. Chairman authorized to sign resolution.

The Warren County Board of Commissioners reserve the right to reject any or all offers, to waive informalities, and to sale in the opinion of the Owner in its best interest.

ADOPTED this the 9th day of March 2020.

WARREN COUNTY BOARD OF COMMISSIONERS

ATTEST:

Tare "T" Davis, Chairman

AGENDA ITEM # 15

Updates to the Public:

- **Citizens Advisory Committee**
- **Discussion of Potential Public Health, Safety General Welfare Ordinance**
- **&**
- **Board of Commissioners**

March 9, 2020

Board of Commissioners Meeting

AGENDA ITEM # 16

Adjourn

**March 9, 2020
Board meeting**