

**MINUTES FROM THE MONTHLY MEETING HELD BY THE BOARD OF COUNTY COMMISSIONERS FOR THE COUNTY OF WARREN IN THE WARREN COUNTY ARMORY CIVIC CENTER, MEETING ROOM ON MONDAY, FEBRUARY 1, 2021 AT 6:00 PM.**

The meeting was called to order by Chairman Tare Davis. Other Commissioners present: Bertadean Baker, Victor Hunt, Jennifer Pierce and Walter Powell. Others in attendance: County Manager Vincent Jones, Senior Assistant Charla Duncan, Finance Director Lee Faines and County Attorney Hassan Kingsberry.

Chairman Davis conducted prayer and pledge to the flag.

**Special Recognition:**

Sherry Herzing gave a report on the efforts and accomplishments made by the LKG 911 Task Force and Warren County Telecommunications to ensure that 911 calls from the Lake Gaston area are routed correctly. Herzing thanked Sheila Baskett, E911 Coordinator, and the staff at Telecommunications for their cooperation and support to this project. The Board of Commissioners recognized the staff and thanked them for their hard work.

On motion of Commissioner Hunt, which was seconded by Commissioner Baker and duly carried by unanimous vote, February 1, 2021 Suggested Agenda was adopted.

On motion of Commissioner Hunt, which was seconded by Commissioner Powell and duly carried by unanimous vote, the Board entered closed session in accordance with NCGS § 143-381.11(a)(6) for personnel.

On motion of Commissioner Baker, which was seconded by Commissioner Hunt and duly carried by unanimous vote, the Board returned to open session.

On motion of Commissioner Hunt, which was seconded by Commissioner Baker and duly carried by unanimous vote, Paula Pulley was appointed Clerk to the Board of Commissioners with an annual salary of \$46,500. County Attorney Hassan Kingsberry swore Paula Pulley in as Clerk to the Board.

**Citizen Comments were as follows:**

Milo Alston addressed the Board with concerns/questions about the Courthouse Square Monument Committee.

On motion of Commissioner Baker, which was seconded by Commissioner Hunt and duly carried by unanimous vote, Minutes of January 4, 2021 regular monthly meeting were adopted.

On motion of Commissioner Baker, which was seconded by Commissioner Hunt and duly carried by unanimous vote, minutes of the January 19, 2021 Budget Goals Setting work session were adopted.

On motion of Commissioner Baker, which was seconded by Commissioner Hunt and duly carried by unanimous vote, Tax Collector's Report for December 2020 was accepted as presented for Board's information in accordance with NCGS 105-350:

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

2020-2021

**Current Year Collections**

Tax Year	Charge	Collected in December	Collected to Date	Balance Outstanding	Percentage Collected
December 2020 FY21	\$18,839,390	\$4,948,409	\$14,855,844	\$3,983,546	78.86
December 2019 FY20	\$18,326,617	\$5,224,933	\$13,800,600	\$4,526,015	75.30

**Delinquent Collections**

Year	Charge	Collected	Balance	Percentage
2019	\$632,774	\$22,277	\$160,335	25.34
2018	232,081	3,900	33,381	14.38
2017	162,728	1,055	14,381	8.84
2016	121,012	1,120	11,527	9.53
2015	91,334	313	4,907	5.37
2014	76,808	190	4,343	5.65
2013	105,916	27	5,974	5.64
2012	81,602	82	4,075	4.99
2011	62,498	48	1,420	2.27
2010	57,735	20	1,640	2.84
<b>Total Delinquent Years</b>	<b>\$1,624,488</b>	<b>\$29,032</b>	<b>\$241,983</b>	<b>\$1,382,505</b>

**Other October Receipts**

County Penalties	\$ 8,011	\$ 51,313
Landfill User Fees	\$ 360,225	\$ 1,133,446
Municipalities	\$ 239,568	\$ 528,789
Fire District Taxes	\$ 252,152	\$ 743,890
Advance Taxes	\$ 2,935	\$ 9,745

**DECEMBER GRAND TOTAL** **\$11,065,265**    **\$31,365,610**

*John Preston, Tax Administrator*

1/15/2021

John Preston, Tax Administrator

**On motion of Commissioner Baker, which was seconded by Commissioner Hunt and duly carried by unanimous vote, Tax Release Requests over \$100 were approved in accordance with NCGS 105-381:**

Over \$100	1/4/2021	CO MGR INITIALS: _____	Date: _____
<b>ERROR CORRECTION RELEASES:</b>			
ALLEN BROTHERS COMPANY	2020 21554-302	I4-29	4949
BAKER INDUSTRIES INC	2020 13267-386	B6-29	64
BLAND FLORENCE HEIRS	2012 04889-200		45552
BLAND FLORENCE HEIRS	2011 04889-200		42396
BLAND FLORENCE HEIRS	2010 04889-200		41167
BLAND FLORENCE HEIRS	2009 04889-109		38556
BLAND FLORENCE HEIRS	2008 04889-108		36166
BLAND FLORENCE HEIRS	2007 04889-107		33946
BLAND FLORENCE HEIRS	2013 04889-200		48918
BLAND FLORENCE HEIRS	2014 04889-200		51510
BLAND FLORENCE HEIRS	2015 04889-200		54298
BLAND FLORENCE HEIRS	2016 04889-200		57505
BLAND FLORENCE HEIRS	2017 04889-200		31264
BLAND FLORENCE HEIRS	2018 04889-200		31264
BLAND FLORENCE HEIRS	2019 04889-200		27622
BLAND FLORENCE HEIRS	2020 04889-200		27697
BYLSMA RETHA	2020 952		28540
HARRISON TIMOTHY & RHONDA	2020 19262-301	K2C-63A	14344
HARRIS ROBERT T & LINDA E	2020 18223-327	K5-83F	25983
JOHNSON GEORGE C	2020 01982-201		26435
PRUETT MICHAEL	2020 17684-300	J2C-77	10710
<b>TOTAL ERROR CORRECTIONS:</b>			<b>\$4,520.85</b>
<b>SUB-TOTAL MOTOR VEHICLE RELEASES:</b>			<b>\$0.00</b>
<b>SUB-TOTAL CORRECTION RELEASES:</b>			<b>\$4,520.85</b>
<b>Total Releases</b>			<b>\$4,520.85</b>
<b>LANDFILL USER FEE RELEASES:</b>			
DANIELS JAMES A	2020 26894-300	D6-78	3367
DANIELS JAMES A	2020 26894-301	D6-78A	24086
GARDNER DAVID S	2020 15431-311	F6-189A	4613
JENKINS DAVID S	2020 34204-200		26993
SHORT LARRY GENE	2020 37228-332	B6-9E	18351
SILVER GLENDA EVANS	2020 32768-300	J11-38	4415
WILSON GARY & KATHRYN	2020 40113-301	I10-2	13384
<b>TOTAL LFUF RELEASES:</b>			<b>\$1,050.00</b>
<b>Total Releases</b>			<b>\$5,570.85</b>

County Manager approved Releases Under \$100 were presented for informational purposes only:

Under \$100  
**ERROR CORRECTION RELEASES:**

1/4/2021 CO MGR INITIALS: VJ Date: 1/22/2021

NAME	Year	ACCT#	MAP #	RECORD #	AMOUNT	REASON
BOHANNON DANA & CYNTHIA	2020	49544		800	\$ 18.70	BOAT LISTED ON TIME
FRISBIE ROBERT & REBECCA	2020	27251-312	A2C-10	6772	\$ 45.94	NO WELL/SEPTIC ON LOT
HARGROVE JANICE	2020	42000-301	E5-172-H1	22650	\$ 66.45	OUTBLDGS DOUBLE LISTED
HARRIS ROBERT T & LINDA E	2020	18223-327	L4-18C	26061	\$ 81.29	DID NOT RECEIVE PUV
<b>SUB-TOTAL ERROR CORRECTIONS:</b>					<b>\$212.38</b>	

On motion of Commissioner Baker, which was seconded by Commissioner Hunt and duly carried by unanimous vote the Resolution recognizing February as Black History Month was approved.



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

*Warren County  
 Proclamation  
 Designating February 2021  
 "Black History Month"*

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

Vincent Jones  
 County Manager

Angelena Kearney-Dunlap  
 Clerk to the Board

WHEREAS, the 2021 theme for National Black History Month - "The Black Family: Representation, Identity, and Diversity", explores the African diaspora, and the spread of Black families across the United States; and

WHEREAS, Black History Month is the observance of a special period to recognize and honor the determination and commitment of generations of African Americans in pursuing the promises of America; and

WHEREAS, it was initiated in 1926 by Dr. Carter G. Woodson as Negro History Week; and

WHEREAS, since 1976 it has been celebrated the entire month of February; and

WHEREAS, African American leaders such as Sojourner Truth, Phyllis Wheatley, Harriet Tubman, Ida B. Wells, Rosa Parks, Shirley Chisholm, Booker T. Washington, Martin Luther King, Jr. and Leon Sullivan caused America to examine its heart and to respect the dignity and equality of all people, regardless of race; and

WHEREAS, African Americans have made significant contributions as leaders at the highest levels of the military, business, education, law, government, the arts, sports, and religion; and

NOW, THEREFORE BE IT RESOLVED, that the Warren County Board of Commissioners do hereby proclaim the month of FEBRUARY 2020 as Black History Month and urge all citizens of our community to give full regard to the past and continuing service of African Americans in our county, our state and our nation.

This the 1<sup>st</sup> day of February 2021.

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

ATTEST: \_\_\_\_\_  
 Clerk to the Board of Commissioners

On motion of Commissioner Baker, which was seconded by Commissioner Hunt and duly carried by unanimous vote, the public hearing on proposed change to the County Zoning Ordinance with regard to establishing 75 foot setbacks from all property lines in LB and NB districts was rescheduled to March 1, 2021 at 6:00 p.m.

Warren County Health Director Dr. Margaret Brake provided an update on COVID-19. Dr. Brake stated that approximately 1,500 county residents have received at least the first vaccination, and around 800 of those were administered by the Health Department.

**UPDATES FROM THE COUNTY MANAGER:**

- A. County Manager Vincent Jones provided the FY21 Non-Profit Funding Report.  
Warren County Arts \$1,000.00  
Boys & Girls Club \$6,150.00  
Jacob Holt House \$1,000.00  
Cool Springs Community \$9,000.00  
Gladys Rodgers Darensburg Foundation \$4,000.00  
WCTS-NWHS Alumni \$850.00  
Loaves & Fishes \$13,000.00  
Heck's Grove Community Center \$5,000.00  
Total Awarded \$40,000.00**
- B. FY21 Strategic Plan Update – joint meetings will be scheduled with the Warren County School Board, and with Municipalities.**
- C. Broadband Update – the federal government has announced Rural Digital Opportunity Fund awards and the company awarded to serve Warren County is Charter (Spectrum)**

**On motion of Commissioner Hunt, which was seconded by Commissioner Baker and duly carried by unanimous vote, the selection EMS Billing and Collections firm was approved and the County Manager was authorized to sign the agreement following review by the County Attorney.**

**On motion of Commissioner Baker, which was seconded by Commissioner Hunt and duly carried by unanimous vote the interlocal agreement with Town of Warrenton to provide building inspections service the town was approved and the Chairman was authorized to sign.**

**On motion of Commissioner Pierce, which was seconded by Commissioner Baker and duly carried by unanimous vote the Roanoke Wildwood Volunteer Fire Department billing rates to allow for a cost recovery program was approved and Chairman was authorized to sign.**

**FINANCE OFFICE Lee Faines, Finance Officer**

**On motion of Commissioner Hunt, which was seconded by Commissioner Baker and duly carried by unanimous vote, Amendment #9 to the FY 2020-21 Warren County Budget Ordinance was adopted:**

**AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE  
2020/2021  
Amendment No. 9**

**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:**

DSS	\$	500
DSS	\$	490
Emergency Services	\$	25,410
<b>Total</b>	<b>\$</b>	<b>26,400</b>

**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:**

DSS	\$	500
DSS	\$	490
Appropriated Fund Balance - General Fund	\$	25,410
<b>Total</b>	<b>\$</b>	<b>26,400</b>

**This amendment:**

- Increases appropriations in the DSS budget by \$500 to budget funds donated by SECU for the Emergency Assistance Program.  
Funding Source: SECU
- Increases appropriations in the DSS budget by \$489.32 to budget additional funds received from DHHS for Energy Assistance.  
Funding Source: DHHS
- Re-appropriate \$25,410 of funds from Emergency Service FY 2020 budget which had been approved for their yearly Maintenance of Motorola VHF Simulcast System.  
Funding Source: Fund Balance - General Fund

Respectfully Submitted 1/22/2021

*Lee A. Faines Jr.*

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Lee A. Faines Jr, Finance Director

**On motion of Commissioner Hunt, seconded by Commissioner Powell and duly carried by unanimous vote the amended audit contract with Winston, Williams, Creech, Evans, & Company, LLP with a due date of February 28, 2021 was approved and Chairman authorized to sign.**

**On motion of Commissioner Baker, which was seconded by Commissioner Hunt and duly carried by unanimous vote, Bill Perkinson, Town of Warrenton Public Works Director, was appointed to his first term on the Local Emergency Planning Committee (LEPC).**

**On motion of Commissioner Hunt, which was seconded by Commissioner Baker and duly carried by unanimous vote the Board of Commissioner Appointments to Boards and Committees for two year appointments was approved with no changes.**

**On motion of Commissioner Hunt, which was seconded by Commissioner Baker and duly carried by unanimous vote, the Resolution for Community Economic Recovery and Resilience was approved and Chairman authorized to sign.**

**Bill Kearney and Richard Hunter provided an update on the Courthouse Square Memorial Committee. On motion of Commissioner Pierce, which was seconded by Commissioner Hunt and duly carried by unanimous vote, the Courthouse Square Memorial Committee was extended until work is complete.**

#### **BOARD OF COUNTY COMMISSIONERS' UPDATES:**

**Commissioner Pierce attended a COG meeting last week and the guest speaker was Maria Thompson who spoke about hackers and ransomware. It is important to change passwords often and she also suggests having fraud insurance.**

**Chairman Davis stated that citizens should stay engaged in protecting ourselves now that the numbers of COVID-19 cases in Warren County seem to be going down.**

**On motion of Commissioner Baker, seconded by Commissioner Powell and duly carried by unanimous vote, the Board entered Closed Session in accordance with NCGS §143-381.11(a)(3) and (4) Location/Expansion of Business, Personnel, and Attorney/Client Privilege.**

**On motion of Commissioner Hunt, seconded by Commissioner Baker and duly carried by unanimous vote, the Board returned to open session.**

**With no further business to discuss and on motion of Commissioner Hunt which was seconded by Commissioner Baker and duly carried, the Board of Commissioners meeting was adjourned at 8:49 p.m.**

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Paula Pulley, Deputy Clerk