

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, JUNE 3, 2019 AT 6:10 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, County Attorney Hassan Kingsberry and Finance Director Katherine Brafford.

Prayer and pledge to the US flag was followed by *Special Recognition of Warren County Middle School "Lady Warriors 2019 MAC 10 Conference Softball Champions"*

*IN RECOGNITION
of the
Warren County Middle School "Lady Warriors"
"2019 MAC 10 CONFERENCE SOFTBALL CHAMPIONS"*

Team Members

MACIE FLEMING	AUBREY LYNCH	MIA FLEMING	TAYJAH COOPER
D'SHAUN THOMAS	ANNA NEAL	KATELYN HOLTZMAN	KATELYN RICHARDSON
LAYLA LYNCH	HAYLEY BOLTEN	EMILY DAVISON	AMIYAH WILLIAMS
	JAMARI MOSS		

Coaches

SIMONE TURNER, <i>HEAD COACH</i>	TROY NEAL, <i>ASSISTANT COACH</i>
PETE RICHARDSON, <i>ASSISTANT COACH</i>	DIEGO REYES, <i>TEAM MANAGER</i>

On motion of Commissioner Hunt, which was seconded by Commissioner Powell and duly carried by unanimous vote, June 3, 2019 Suggested Agenda was adopted.

Clerk to the Board read the 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.

Chairman Davis opened the FY 2019-2020 Budget Public Hearing, in accordance with NCGS 159-12. Clerk to the Board Angelena Kearney-Dunlap read the Notice of Public Hearing.

**FY 2019-20
WARREN COUNTY BUDGET &
NOTICE OF PUBLIC HEARING**

Pursuant to NC General Statute 159-12, notice is hereby given that the Warren County Budget Estimate for FY 2019-20 has been submitted by the County Manager to the Warren County Board of Commissioners. A Public Hearing on the proposed budget for FY 2019-20 will be held in the Warren County Armory Civic Center, 501 US Hwy 158 Business East, Warrenton, NC 27589 on **Monday, June 3, 2019 at 6:00 p.m.** The public is reminded that the budget is proposed by the County Manager, and as such, may change following final actions of the Board of County Commissioners which may also include changes in the proposed tax rate.

At the time of the Public Hearing, all interested citizens shall have the right and reasonable opportunity to provide either written and/or oral comments concerning the proposed budget and to ask questions regarding the entire budget, or any component thereof. The proposed budget totals **\$31,653,009** and the proposed tax rate is **\$.79/\$100** property valuation. The County Manager's Budget Message and proposed budget are available for public inspection in the Warren County Memorial Library, 119 S. Front Street, Warrenton, NC: Monday through Thursday - 9:00 a.m. to 7:00 p.m.; Friday - 9:00 a.m. to 5:00 p.m.; and Saturday - 10:00 a.m. to 2:00 p.m.

All interested citizens are encouraged to attend this meeting.

Tare Davis, Chairman
Warren County Board of Commissioners

Citizen comments were as follows.

Trudy Bookbinder from the Russell Union Community spoke regarding: #1) Public Safety: One or two Satellite and EMS offices for the sheriff are needed around the area of Manson/Drewry in Warren County. US1 dumps into Vance County in that area I-85 goes into Vance County in that area Virginia/Drewry Route 4 connects Kerr Lake to Vance County. Sheriff's Department is being mandated to transport and respond to mental health consumers. Sheriff deputies need to be trained in mental health issues and how to accommodate mental health consumers. Fire hydrants on Rural roads of property taxpayers who's fire districts don't have access to water to put out house or forest fires. #2) Rural roads that were built before December 4th 2002 should be added to the state maintenance list because that was before Warren County subdivision ordinance was established.

Shawn Bridges, Detention Facility Administrator, spoke continuing on the request for two additional personnel, he came to clear up and answer any questions of why the two positions are needed when there are others that have not been filled. The two transportation positions are a desperate need, transport from county to county for legal proceedings, etc. Staff members are working every day, long days and it wears and tears on the body. Hope for a favorable ruling for the two transportation positions. Different from the detention officer positions, they will be advertised until filled.

Mike Wells, Patrol Tech Sheriff's office – spoke regarding public safety; there are problems with retention, exit interviews usually are for people that have been employed with Sheriff's office for 3 years. They get the training and get the 3 years of experience and then they move on. Usually have two people working on a shift, because the third officer is on call with Detention Center for transportation. Asking for better equipment and salaries.

Tony Marrow, Deputy with Sheriff's office – public safety, do not have enough officers, dealing with a shortage of officers. Competition with other areas in salary, think about that "someone else is going to have to step up to do the job when we leave". What about the new people coming in? Our starting salary is a whole lot less than other areas. We train them and then they go elsewhere.

John Branche, Captain with Sheriff's Office – we owe Warren County citizens better than what we are giving them right now. We do what we can but we do with a whole lot less than we should have. When officers get certified other communities are looking for them: Roanoke Rapids, Franklin County. We want to retain good officers. We keep in mind that we owe society and the citizens good officers. Are we giving the County the best we can? Why do I hang around? I stay on the job because I believe things are going to change.

Vicky Stokes, Director of Senior Center – couple concerns going into the next year. Medical transport is being cut by a significant amount, 37% for medical transportation. With the change, Council of Government (COG) can provide transportation for 6 months. Budget as proposed by Senior Center will cover 8 months. Nutrition program is cut \$10,000 from what's requested. We can deliver meals on site or cut home delivered meals by 7 people. I am proud to advocate for the elderly in the county. People over 65 years old out-number those 17 years and below. We should take care of all people.

Commissioner Jennifer Pierce – is concerned especially with law enforcement and their salary. The Sheriff has come before the board with the request on several occasions.

Officer Branche cleared up the salary request from Sheriff for all officers. County has lost money by training over and over rather than supplying a sufficient salary to long time employees.

Commissioner Baker – why is Detention Center requiring a van over a car. **Answered by Branche:** sometimes 4 or 5 detention inmates are transported at one time. A van is more secure, safe and holds more people.

On motion of Commissioner Baker, which was seconded by Commissioner Hunt and duly carried, the Budget Public Hearing was adjourned at 7:15 pm.

June 3, 2019 regular meeting was reconvened.

Citizen Comment was as follows:

Deborah Ferruccio thanked the Board of Commissioners for the opportunity to serve on the Noise Control Ordinance Task Force and assured them that the task force was working constructively together, doing research and comparisons. Task Force should have an acceptable draft to the Board soon.

On motion of Commissioner Hunt, which was seconded by Commissioner Baker and duly carried by unanimous vote, minutes of May 2019 Board meetings were approved as follows:

- May 6th regular monthly meeting,
- May 7th Joint Meeting with Board of Education,
- May 13th FY2019-2020 Budget Presentation,
- May 22nd Special Meeting for HOPE Regional Medical Center Lease Agreement, and
- May 22nd Budget Work Session.

On motion of Commissioner Hunt, which was seconded by Commissioner Baker and duly carried by unanimous vote, Tax Collector’s Report for April 2019 was received 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 April 2019**

2018-2019

Current Year Collections

Tax Year	Charge	Collected in April	Collected to Date	Balance Outstanding	Percentage Collected
April 2019 FY19	\$18,016,929	\$93,166	\$17,420,662	\$596,267	96.69
April 2018 FY18	\$17,225,514	\$147,619	\$16,702,929	\$522,585	96.97

Delinquent Collections

Year	Charge	Collected	Balance	Percentage
2017	\$430,406	\$10,857	\$180,514	41.94
2016	232,305	4,391	69,262	29.82
2015	142,915	2,855	22,461	15.72
2014	110,629	2,087	11,507	10.40
2013	131,948	1,754	9,554	7.24
2012	101,325	1,470	5,715	5.64
2011	78,451	1,466	3,710	4.73
2010	69,809	1,698	4,294	6.15
2009	34,468	1,426	2,552	7.41
2008	64,261	523	1,928	3.00
Total Delinquent Years	\$1,396,517	\$28,527	\$311,497	\$1,085,009

Other April Receipts
 County Penalties
 Landfill User Fees
 Municipalities
 Fire District Taxes
 Advance Taxes

\$ 13,676	\$ 98,682
\$ 25,030	\$ 1,471,090
\$ 1,547	\$ 652,579
\$ 8,335	\$ 883,298
\$ 13,364	\$ 37,569

APRIL GRAND TOTAL

\$183,645	\$20,875,377
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Starlin L. Beatty, Tax Administrator
 Starlin L. Beatty, Tax Administrator

5/14/2019

On motion of Commissioner Hunt, which was seconded by Commissioner Baker and duly carried by unanimous vote, Tax Release Requests over \$100 were accepted in accordance with NCGS 105-381 “Taxpayer’s Remedies” as information only.

Over \$100	6/3/2019	CO MGR INITIALS:	Date:
ERROR CORRECTION RELEASES:			
A & P TIMBER COMPANY INC	2018 29571-303 H3-8B	32888	\$563.02 BILLED INCORRECTLY/REBILLED
LINDEMAN NATHAN	2018 325	32295	\$136.71 BOAT OVER ASSESSED
MARTIN DAVID	2018 42152-200	32315	\$218.74 BOAT OVER ASSESSED
TOTAL ERROR CORRECTIONS:			\$918.47

County Manager approved Tax Release Requests under \$100 were provided for Boards information:

Under \$100	6/3/2019	CO MGR INITIALS:	Date:
MOTOR VEHICLE RELEASES:			
NAME	Year ACCT#	MAP#	RECORD AMOUNT REASON
NIXON ROBERT LEE	2010 28856-110		V-40734 \$99.59 DECEASED IN 2009
SUB-TOTAL MOTOR VEHICLE RELEASES:			\$99.59
Total Releases			\$99.59

V. Jones 5/28/19

On motion of Commissioner Hunt, which was seconded by Commissioner Baker and duly carried by unanimous vote, annual request for Independence Day Celebration Fireworks Permit Fee Waiver (\$60) by LongBridge Volunteer Fire Department was approved. Proof of liability coverage has been provided to county administration, for the July 6, 2019 event.

COUNTY MANAGER UPDATE – Vincent Jones

Assist Granville County by issuing a letter or resolution in support of NC Department of Health and Human Services move to Triangle North campus in Granville County.

April 13th - County Government Celebration \$3,900 was spent.

Human Resources Manager Lisa Alston was asked to give an overview of Sheriff’s proposal for an increase of \$1,500 per officer to assist in employee retention. Ms. Alston supplied budget figures related to request for adjustments to job classification as follows:

- 4-H Way Program Social Services Income Maintenance II
 - Senior Center Adm I Health Dept Processing Assistant III (2 positions)
- Reclassification total for 5 positions = \$16,000

Board consensus was to move forward with Human Resources reclassification proposal.

H.R. Manager Lisa Alston further provided information on a Cost of Living Adjustment (COLA):

1% = \$102,007; 1.5% = \$154,060; 2% = \$205,414, effective date: July 1, 2019.

Commissioner Pierce asked “What’s the funding source? With so many unknowns regarding Medicare/Medicaid it is hard to make a decision.”

Commissioner Hunt stated his “recommendation is to proceed with salary progression and do the salary study which is provided for in the proposed budget.”

County Manager Jones stated, regarding the option for Department Head retention program; he will hold off to see what the salary study does. In answer to County Commissioners question from June 3rd meeting; “Employees with 10+ years at a 2.5% increase equals a \$13,668 raise to salary progression.”

On motion of Commissioner Hunt, which was seconded by Commissioner Baker and duly carried by unanimous vote, Budget Amendment # 7 to FY 2018-19 Warren County Budget Ordinance was adopted:

**AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE
2018/2019
Amendment No. 7**

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:

Senior Center	\$	1,490
Senior Center	\$	2,055
Senior Center	\$	9,900
DSS Administration		27,786
Total	\$	41,231

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 - Other	\$	1,490
Restricted Intergovernmental - Other	\$	2,055
Restricted Intergovernmental - Other	\$	9,900
Restricted Intergovernmental - DSS 1571		27,786
Total	\$	41,231

This amendment:

- Increases grant amount awarded to the Senior Center for the Family Caregiver Support Program (FCSP) from the Kerr Tar Regional Council of Governments (COG). Prior year’s grant amount was initially budgeted - we need to increase that by \$210 to agree with the grant amount awarded for FY 2019 (\$4,000). Subsequently, we received confirmation from the COG on 5/16/19, that we would be receiving an additional \$1,280, bringing the total increase to \$1,490.
 Funding Source: Kerr Tar Regional Council of Governments Area Agency on Aging
- Budget new grant awarded to the Senior Center - NC Meals on Wheels/Blue Cross Blue Shield Hunger Relief Grant. The amount received this FY is the first of three annual recurring installments of \$9,900.
 Funding Source: Meals on Wheels of North Carolina
- Budget new grant awarded to the Senior Center - MIPPA (Medicare Improvements for Patients and Providers Act. The amount received this FY was \$2,055. This will be an annually recurring grant.
 Funding Source: US Department of Health & Human Services
- Increase in funding authorization for the Crisis Intervention Program in DSS. This program funding was initially budgeted at \$114,929. Funding was subsequently adjusted by the State to \$126,715 - and an additional \$16,000 was added later, bringing the total FY 2019 funding (to date) to \$142,715.
 Funding Source: Federal Low Income Home Energy Assistance Funds

Respectfully Submitted 6/3/2019

Katherine C. Brafford

Katherine C. Brafford, Finance Director

On motion of Commissioner Baker, which was seconded by Commissioner Powell and duly carried by unanimous vote, Memorandum of Understanding (MOU) for FY 2019-2020 between NC Department of Public Safety and Warren County for Detention Center meals was approved. County Manager Vincent Jones and Sheriff Johnny Williams were authorized signatories.

On motion of Commissioner Pierce, which was seconded by Commissioner Baker and duly carried by unanimous vote, FY 2019-2020 NC Department of Public Safety Juvenile Crime Prevention Council (JCPC) Funding Plan was approved. Chairman Davis was authorized to sign. Allocations are as follows:

4-H WAY	\$41,428
Boys & Girls Club	\$35,291
JCPC Admin	\$5,000

Lisa Alston, Warren County Human Resources Manager presented 2019-2020 Salary Plan Reporting Form for Department of Social Services and Public Health & NC Local Government Salary Plan and the 2019-2020 Warren County Job Classification Schedules for employees working 1,950 and 2,080 hours per year.

On motion of Commissioner Hunt, which was seconded by Commissioner Powell and duly carried by unanimous vote, NC Office of State Human Resources 2019-20 Salary Plan Reporting Form for County DSS & Public Health and NC Local Government Salary Plan were adopted. Chairman Davis was authorized to sign documentation.

On motion of Commissioner Hunt, which was seconded by Commissioner Powell and duly carried by unanimous vote, 2019-20 Warren County Job Classification Schedules for employees working 1,950 and 2,080 hours per year, were adopted.

On motion of Commissioner Baker, which was seconded by Commissioner Hunt and duly carried by unanimous vote, Robert “Bob” Neal was appointed to the Central Warren Fire Service District for a three (3) year term expiring June 1, 2022.

On motion of Commissioner Hunt, which was seconded by Commissioner Baker and duly carried by unanimous vote, appointments to the Library Board of Trustees was tabled to the June 19, 2019 special meeting.

On motion of Commissioner Pierce, which was seconded by Commissioner Powell and duly carried by unanimous vote, Margaret “Peggy” Richardson was re-appointed to the Kerr Tar Regional Transportation Committee as alternate to Stacy Woodhouse, EDC Director. This third (3rd) term expires June 30, 2022.

On motion of Commissioner Pierce, which was seconded by Commissioner Hunt and duly carried by unanimous vote, a public hearing was scheduled for July 1, 2019 at 6:00 pm to hear citizen comments regarding Close-Out of Bella Russell Road Improvement Project.

On motion of Commissioner Hunt, which was seconded by Commissioner Powell and duly carried by unanimous vote, Chairman of the Board of Commissioners Tare Davis was designated as voting delegate to the National Association of Counties (NACo) annual conference, July 12-15, 2019 in Las Vegas, NV.

On motion of Commissioner Hunt, which was seconded by Commissioner Powell and duly carried by unanimous vote, Commissioner Bertadean Baker was designated as alternate voting delegate to the National Association of Counties (NACo) annual conference in Las Vegas, NV, July 12-15, 2019.

Commissioner updates were as follows:

Chairman Davis

1 – requested an update on the Soul City pool from County Manager Vincent Jones: pool repairs is in its final stages to open for the summer the weekend of June 15th. Making safety improvements before Recreation Commission’s grand opening day. Still looking for summer lifeguards.

2 – recognized all the graduating seniors in the county, including Commissioner Pierce’s son.

3 – board will take a look at the Warren County Senior Center’s concerns of shortage in funding as presented during budget public hearing.

4 – Economic Development arranged to feature Warren County in WRAL-TV’s “Out and About” broadcast.

5- read resolution honoring Dollie Burwell’s retirement and her years of service to the community.

Commissioner Pierce:

Swimming pool has been shut down in the past for lack of a life guard. The Board should look into sponsoring life guard training with school students.

On motion of Commissioner Hunt, which was seconded by Commissioner Baker and duly carried by unanimous vote, Resolution Declaring Surplus Property and Authorizing Auction of tax foreclosed property ID # C6-21 (approximately 1.6 acres off No Bottom Road), was adopted. Chairman Davis was authorized to sign same resolution.

State of North Carolina
 County of Warren

**RESOLUTION
 SALE OF SURPLUS
 WARREN COUNTY PROPERTY**

WHEREAS, the County of Warren has certain property which has been foreclosed for delinquent taxes and may lawfully dispose of such property through on-line auction.

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 online auction the following real property:

Tax ID	Size	Location	Minimum Bid Accepted
C6 21	1.60 acre	Off No Bottom Road Ridgeway Fire District	\$500.

The property will not be open for inspection and is being sold in **“as is” condition** with no warranties.

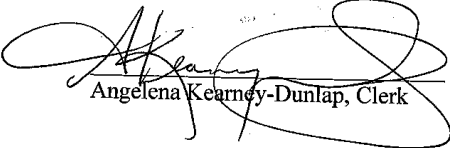
A minimum bid has been established per property. The Warren County Board of Commissioners reserves the right to reject any or all bids, to waive informalities, and to award bid in the opinion of the Owner’s best interest. All questions should be directed to: Vincent Jones, Warren County Manager (252) 257-3115 (8:30 am to 5:00 pm, Monday through Friday) or e-mailed to vincentjones@warrencountync.gov.

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

ADOPTED this the 3th day of June 2019.

WARREN COUNTY BOARD OF COMMISSIONERS
 Tare Davis, Chairman

On motion of Commissioner Hunt, which was seconded by Commissioner Baker the June 3, 2019 regular meeting was adjourned at 8:15 pm.


 Angelena Kearney-Dunlap, Clerk