

**RECORD OF A WORK SESSION / MEETING HELD BY THE BOARD OF COUNTY COMMISSIONERS FOR THE COUNTY OF WARREN IN THE ARMORY CIVIC CENTER COMMISSIONERS' MEETING ROOM ON WEDNESDAY – JUNE 20, 2018 AT 6:15 PM.**

The June 20, 2018 Work Session / Meeting was opened by Chairman Victor Hunt. Other Commissioners present: Bertadean Baker, Tare Davis, Jennifer Jordan Pierce and Walter Powell. Others in attendance: County Manager Robert Davie, Interim Finance Officer Jamie Holtzman and County Attorney Hassan Kingsberry.

A moment of silence was followed by acknowledgement of written Department Head Reports from Public Utilities Director Macon Robertson and Health Director Margaret Brake.

**ITEM 2 Discussion Regarding Citizens Advisory Council (CAC)**

CAC members were asked to stand. The Board by consensus decided that the present format was acceptable, members need to actually be from the commissioner district they represent and a mission statement is needed. Clerk to the Board Kearney-Dunlap was tasked to meet with CAC to formalize a mission statement. Suggestions for CAC involvement came from a citizen as follows: Sandy Hook Promise, Gun Violence Prevention & Special Project with the Warren County School System. Commissioner Pierce suggested CAC assist with annual September Litter Sweep Project.

**ITEM 3 Agreement with Winston, Williams, Creech, Evans & Company LLP for Medicaid Audit – Jamie Holtzman, Interim Finance Director**

On motion of Commissioner Pierce which was seconded by Commissioner Baker and duly carried by unanimous vote, Agreement between the County of Warren and Winston, Williams, Creech, Evans & Company LLP for Medicaid Audit not to exceed \$10,000, was adopted with Chairman Hunt authorized to sign same.

**ITEM 4 Warren County Local Foods Promotion Council - Paul McKenzie & Crystal Smith, Cooperative Extension Services**

The Board received a report of accomplishments from Council members William A. Kearney and Alex Borst. Council requested the appointment of a County Commissioner representative to the Local Foods Promotion Council. Request was referred to July 2, 2018 board meeting agenda for action. Next Council meeting is scheduled for July 27 at 12 noon.

**ITEM 5 Countywide Zoning Presentation – Ken Krulik, Planner/Zoning Administrator.**

Krulik stated the County Zoning presentation was not a public hearing, it was for information only. In zoning, bonafide farms are exempt, hunting is exempt and hunting lodges are permitted.

**ITEM 6 Ordinance & Resolution Codification – Hassan Kingsberry, County Attorney**

After discussion, this item was referred to the July 2, 2018 agenda.

**ITEM 7 Amended Warren County Purchasing Policy & Federal Funds Procurement Policy– Jamie Holtzman, Interim Finance Director & Hassan Kingsberry, Co. Attorney**

On motion of Commissioner Baker which was seconded by Commissioner Pierce and duly carried by unanimous vote, proposed Warren County Federal Funds Procurement Policy was adopted with Chairman Hunt authorized to sign same.

Amended Warren County Purchasing Policy was referred to the July 2, 2018 agenda.

**ITEM 8 Racing Moratorium – Hassan Kingsberry, Co. Attorney: Attorney recommended repeal of ordinance – No action taken.**

Commissioner Pierce stated, she did not see the value of Moratorium since no one called law enforcement or complained during the 90 period when racing did not cease.

Item was referred to the July 2, 2018 agenda.

**ITEM 9 Proposed Amendments to the Animal Control Ordinance – Danielle Bowen, Director of Animal Control & Hassan Kingsberry, County Attorney**

Animal Control Director Danielle Bowen gave a brief overview of amendments to the Ordinance and proposed fee schedule.

**ITEM 10 Collection Center & Transfer Station Operation Agreement Renewal – Marshall Brothers, Director Public Works (Solid Waste)**

On motion of Commissioner Davis, which was seconded by Commissioner Baker and duly carried by unanimous vote, renewal of Collection Center & Transfer Station Operation Agreement with Waste Industries, LLC was approved for an eleven (11) year contract. Chairman Hunt was authorized to sign same.

**ITEM 11 Consideration of Boards/Committees/Commissions with Special Circumstances – County Attorney & Clerk to the Board**

In order to keep track of and maintain an updated member list, it was requested that all Boards/Committees/Commissions/Councils be created by resolution adopted by the Board of Commissioners and subject membership and bylaws to the Policy for Board & Committee Appointments and/or Re-Appointments, unless otherwise governed by NC General Statute or a regional set of by-laws.

**The Board of Commissioners by consensus approved the request that**

- **all Boards/ Committees/Commissions/Councils are subject to the “Policy for Board & Committee Appointments and/or Re-Appointments,” unless otherwise governed by NC General Statute or a regional set of by-laws;**
- **All Boards/Committees/Commissions/Councils be created by resolution of the Board of Commissioners;**
- **Membership is subject to term limits of three (3), three year terms, and**
- **Mission Statement and Bylaws are adopted.**

**A Board/Commission/Committee Orientation has been scheduled for June 28, 2018 to inform all Committee members and interested citizens regarding the adopted policy.**

**ITEM 12 Proposed Warren County Unassigned Fund Balance Policy – Robert Davie,  
County Manager**

**After discussion, item was referred to the July 2, 2018 agenda.**

**On motion of Commissioner Baker, which was seconded by Commissioner Powell and duly carried, the June 20, 2018 Work Session / Meeting was adjourned at 8:45 pm**

  
Angelena Kearney-Dunlap, Clerk