

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 – AUGUST 15, 2018 AT 6:00 PM.

The August 15, 2018 Work Session / Meeting was opened by Chairman Victor Hunt. Other Commissioners present: Tare Davis, Jennifer Jordan Pierce, Walter Powell and Commissioner/Interim County Manager Bertadean Baker. Others in attendance: Finance Director Jamie Holtzman and County Attorney Hassan Kingsberry.

A moment of silence was followed by acknowledgement of written Department Head Reports: Ryan Whitson, Director-Department of Social Services and Richard “Dickie” Williams, Director-Parks & Recreation.

Agenda item # was removed from agenda by NAACP President Dr. Cosmos George to be discussed at a later work session.

ITEM # 3 Use of Armory Civic Center as Emergency Preparedness back-up facility for Haliwa–Saponi Childcare Center, requested by Vicky Richardson, Day Care Director was referred to September 10, 2018 regular Board meeting agenda for action.

ITEM # 4 Courthouse basement storage concerns expressed by Lisa Blalock, Clerk of Superior Court was brought to the Board’s attention. Clerk of Court cited that in addition to a hazardous mold problem, the courthouse is not clean, bathrooms and courtrooms need a thorough cleaning.

Chris Hicks, Safety & Workers Compensation Consultant with NC Human Resources Division, informed the Board that the estimate of \$17,000 to abate mold in basement of courthouse does not cover stopping the seepage of water from floors and walls. A temporary solution to humidity is to replace humidifiers that were removed from the area.

ITEM # 5 Personnel Consideration:

5-A Reclassification of Two (2) Utility Service Technician Positions requested by Macon Robertson, Public Utilities Director, was referred to September 10, 2018 Board meeting.

5-B Appoint Stacy Woodhouse, contracted EDC Director, to the position of Economic Development Director on recommendation of Economic Development Commission.

On motion of Commissioner Pierce which was seconded by Commissioner Powell and duly carried by unanimous vote, Stacy Woodhouse, contracted Economic Development (EDC)

Director, was appointed to full-time, permanent Director of Economic Development. Appointment effective August 16, 2018 at an annual salary of \$60,000, plus benefits.

5-C **Reclassification of three (3) positions in Cooperative Extension Services 4-H W.A.Y. Program was requested by Crystal Smith, Warren County Cooperative Extension Services Director**

Program Coordinator (F/T) from Grade 15 @ \$25,006 to Grade 18 @ \$28,948 starting salary
Program Assistant (P/T) from Grade 15 @ \$12.82 per hour to Grade 16 (F/T) \$26,257 annual starting salary
Program Support Specialist (F/T) Grade 14 @ \$23,816 to Grade 12 (P/T) \$11.08 per hour

On motion of Commissioner Davis, which was seconded by Commissioner Baker and duly carried by unanimous vote, three (3) positions in Cooperative Extension Services 4-H W.A.Y. Program were reclassified, effective August 16, 2018.

Program Coordinator (F/T) from Grade 15 @ \$25,006 to Grade 18 @ \$28,948 starting salary
Program Assistant (P/T) from Grade 15 @ \$12.82 per hr to Grade 16 (F/T) \$26,257 annual starting salary
Program Support Specialist (F/T) Grade 14 @ \$23,816 to Grade 12 (P/T) \$11.08 per hour

ITEM # 6 **Appoint Commissioner Representative to Local Foods Council as requested by Paul McKenzie of Warren County Cooperative Extension Services.**

On motion of Commissioner Pierce, which was seconded by Commissioner Baker and duly carried by unanimous vote, Commissioner Walter Powell was appointed to serve on the Local Foods Council. Term expiration December 2020.

On motion of Commissioner Davis, which was seconded by Commissioner Baker and duly carried, the August 15, 2018 work session /meeting was adjourned.



Angelena Kearney-Dunlap, Clerk