

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, OCTOBER 1, 2018 AT 6:00 PM.

The meeting was called to order by Chairman Victor Hunt. Other commissioners present: Bertadean Baker, Tare Davis, Jennifer Pierce and Walter Powell. Others in attendance: County Manager Vincent Jones, Finance Director Jamie Holtzman and County Attorney Hassan Kingsberry.

Recognition of Warren County Finance Office personnel, for the 13th year, was conducted for receiving Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting.



A moment of silence was observed with special emphasis on Tax Administrator Starlin Beatty and others in the NC Coastal communities that were affected by Hurricane Florence.

On motion of Commissioner Baker, which was seconded by Commissioner Davis and duly carried by unanimous vote, OCTOBER 1, 2018 suggested agenda was adopted.

There were no citizen comments.

On motion of Commissioner Davis, which was seconded by Commissioner Baker and duly carried by unanimous vote, consent agenda item #4A, minutes of September 10, 2018 regular monthly meeting were approved.

On motion of Commissioner Davis, which was seconded by Commissioner Baker and duly carried by unanimous vote, consent agenda item #4B, Interest Income Report for August 2018, was received as information only.

INTEREST INCOME REPORT		
MONTH OF AUGUST 2018		
INTEREST RATE OF 1.81%		
FUND	AUGUST INCOME	FISCAL YEAR TO - DATE
General	6,909.42	15,875.72
Revaluation	151.63	301.91
E 911 Telephone System	390.21	778.95
Buck Spring Project	92.00	183.74
Simulcast System Upgrade	295.09	606.12
Regional Water Enterprise Fund	1,382.94	2,740.06
District I Enterprise Fund	2,492.84	4,942.10
Solid Waste	323.86	736.17
District II Enterprise Fund	2,150.00	4,267.10
District III Enterprise Fund	1,040.90	2,060.85
District III Phase III	8.87	17.66
Emergency Services Headquarters	25.52	51.83
Recreation Complex Phase III	1.57	3.12
	15,264.85	32,565.33

On motion of Commissioner Davis, which was seconded by Commissioner Baker and duly carried by unanimous vote, consent agenda item #4C Tax Collector's Report for August 2018 in accordance with NCGS 105-350, was adopted.

Tax Collector's Report					
to the Warren County Board of Commissioners					
For the Month August 2018					
Current Year Collections					
Tax Year	Charge	Collected in August	Collected to Date	Balance Outstanding	Percentage Collected
August 2018 FY19	\$17,555,488	\$925,244	\$1,077,018	\$16,478,470	6.13
August 2017 FY18	\$16,618,692	\$1,380,440	\$1,460,921	\$15,157,771	8.79
Delinquent Collections					
Year	Charge	Collected	Collected to Date	Balance Outstanding	Percentage Collected
2017	\$431,471	\$17,715	\$49,184	\$382,287	11.40
2016	237,424	5,830	16,266	\$221,158	6.85
2015	143,306	2,365	6,069	\$137,237	4.23
2014	110,930	980	1,516	\$109,342	1.43
2013	132,218	505	1,053	\$131,165	0.80
2012	101,602	324	1,253	\$100,349	1.23
2011	78,679	338	518	\$78,161	0.66
2010	70,087	206	433	\$69,654	0.62
2009	34,764	109	208	\$34,556	0.60
2008	65,237	188	224	\$65,013	0.34
Total Delinquent Years	\$1,405,718	\$28,560	\$76,724	\$1,328,922	
Other August Receipts					
County Penalties	\$ 4,961	\$ 9,752			
Landfill User Fees	\$ 81,368	\$ 92,244			
Municipalities	\$ 23,825	\$ 26,848			
Fire District Taxes	\$ 50,821	\$ 57,726			
Advance Taxes	\$ 380	\$ 380			
AUGUST GRAND TOTAL		\$1,115,159	\$1,340,692		
<i>Starlin L. Beatty, Tax Administrator</i>					9/12/2018
Starlin L. Beatty, Tax Administrator					

On motion of Commissioner Davis, which was seconded by Commissioner Baker and duly carried by unanimous vote, consent agenda item #4D Tax Release Requests over \$100 were approved:

Over \$100	10/1/2018	CO MGR INITIALS:	Date:
ERROR CORRECTION RELEASES:			
BLULER BILL & ROSEANN	2018 09883-300	17462	\$184.27 DOUBLE BILLED
BOAT LIFT STORE INC	2018 14227-200	32041	\$378.17 DOUBLE BILLED
BULLOCK L MIRIJAMES W BULLOCK	2018 5702-303 B2-34	17992	\$1,316.82 SHOULD BE IN LANDUSE
CARLTON DAVID	2018 209	32063	\$224.34 BOAT LISTED IN CHESTERFIELD CO
CLAIBORNE HENRY	2018 770-301 B1-9A	1814	\$189.24 AGE EXEMPTION
CRENSHAW ANDREW	2018 298	32085	\$197.23 PAID IN MECKLENBURG CO
CROSSON PATRICIA JONES	2018 13914-200	27515	\$182.63 HOUSE DESTROYED IN 2017
DANTINI BILL	2018 299	32089	\$212.93 PAID IN WAKE COUNTY
EVANS CRAIG	2018 303	32125	\$333.66 OVER ASSESSED
GLEN RAVEN CUSTOM FABRICS	2018 29107-200	26840	\$1,924.98 OVER ASSESSED
GREGORY RUBY	2018 18090-300 J2C-60	7037	\$237.00 CORRECTED LAND VALUE
GUNN JASON & VICKY	2018 22335-300 L4A-49-6X	6267	\$256.12 DOUBLE BILLED
HEALY STEPHEN	2018 38007-300 I2-15F	24371	\$148.39 PP OVER ASSESSED
JONES FRANK HEIRS	2018 22640-300 E5-115	6491	\$417.43 DOUBLE BILLED
MEYERS CLYDIE	2018 18204-300 J3B-69-1Z	6051	\$200.04 DOUBLE BILLED
MILLER RANDY C & LANA	2018 17346-307 K2D-111	15246	\$268.95 CLERICAL ERROR
MILLER RANDY C & LANA	2018 17346-309 K2D-133	15268	\$293.40 CLERICAL ERROR
MILLS CLARK & ROBERTA	2018 36282-301 E6B522	6928	\$150.00 DWELLING UNLIVEABLE
MOORE ELLIOTT	2018 333	32336	\$321.85 PAID IN RICHMOND VA
NINE BRENDA	2018 334	32386	\$169.89 PAID IN MECKLENBURG VA
PARKER ROBERT & KATHY	2018 29233-304 C7-42H-1Z	22262	\$196.41 CLERICAL ERROR
PELFREY MELISSA	2018 13289-304 I2C-58	12090	\$16,907.25 BILLED INCORRECTLY W/O PUV
RICKS BERNARD & MARIA	2018 48639 D9-73-C1	1653	\$693.05 BILLED INCORRECTLY
ST SING W G HEIRS	2018 35915-300 E4-84	10429	\$210.24 SHOULD BE IN LANDUSE
THOMAS GENEVA	2018 31233-300 I1Z-10C	23693	\$378.64 CLERICAL ERROR
WARREN COUNTY	2018 2267-472 G9-121	21013	\$242.48 EXEMPT PROPERTY
WILLIAMS LEON B	2018 44432-300	32557	\$335.12 MACHINERY DOUBLE LISTED
TOTAL ERROR CORRECTIONS:			\$26,865.45
LANDFILL USER FEE RELEASES:			
ALEXANDER SUSIE & DONNIE	2018 16720-300 E2-159	13190	\$150.00 DWELLING ONLY 25% COMPLETE
BKING PROPERTIES LLC	2018 35595-300 F6-119	6791	\$775.00 PRIVATE HAULER
BOHANNON ROBIN & BRIAN	2018 35888-200	26184	\$150.00 CAMPER AT OUTDOOR WORLD
FITTS CORA HEIRS	2018 14406-300 K5-72	3751	\$150.00 HOUSE NOT LIVEABLE
HARRIS SAMUEL	2018 18233-320 E6B587	11171	\$150.00 HOUSE BEING RENOVATED/NO ELEC
LARRISON RUTH	2018 30669-300 D4-84	6866	\$150.00 NO DWELLING ON PROPERTY
OWEN DANNY & DIANNE	2018 8082-300 E4-154A	19443	\$25.00 PRIVATE HAULER
TOWNS CLARENCE & MARIE	2018 1517-300 D8-42	2199	\$150.00 DWELLING VACANT SINCE 2014
TOTAL LFUF RELEASES:			\$1,700.00
Total Releases			\$28,565.45

County Manager approved Tax Releases Under \$100 were received for information:

Under \$100	10/1/2018	CO MGR INITIALS:	Date:			
ERROR CORRECTION RELEASES:						
NAME	Year	ACCT#	MAP #	RECORD	AMOUNT	REASON
ARCOLA WOODLANDS LLC	2018	41581-300	J9-26	2189	\$ 3.90	REBILLED AT MARKET /NO PUV
BRUCE ROBERT C & WENDY J	2018	5223-300	L2B-6	1742	\$ 81.50	CLERICAL ERROR
CAROLINA TELEPHONE	2018	12015-207		32614	\$ 2.52	WRONG ACCOUNT
FALESKI DAVID	2018	305		32128	\$ 78.89	BOAT OVER ASSESSED
GRANK RONALD & VICKI R	2018	1561-301	J2B-136A	9872	\$ 2.21	LISTED ON TIME
HAYES WINIFRED & MARIE E	2018	111		32211	\$ 3.66	OVER ASSESSED
HENDERSON WARREN	2018	29532-200		26400	\$ 63.02	BOAT DOUBLE BILLED
JACKS USED TIRES	2018	4981-200		32603	\$ 49.61	DOUBLE BILLED
MOBILE MINI INC	2018	38080-200		29065	\$ 63.75	DOUBLE BILLED/LISTED ON TIME
NELSON MATT III & SUSAN	2018	28730-300	I5-14B	8136	\$ 2.87	WRONG VALUE ON BOAT
PERKINSON RONALD Z & OTHERS	2018	30933-301	D4D326 1Z	9324	\$ 68.03	WRONG VALUE ON PROPERTY
RAINEY CLAUDE A III	2018	338		32409	\$ 96.35	BOAT OVER ASSESSED
ROBINSON GERALDINE	2018	19519-200		27172	\$ 88.10	AGE EXEMPTION NOT EXCLUDED
SOUTHERN LANDSCAPING & LAWN	2018	18878-201		32615	\$ 43.47	DOUBLE BILLED
STRICKLER CHARLES	2018	39245-200		26344	\$ 56.51	SOLD BOAT IN 2017
SWEATT SUSAN G	2018	37148-200		21064	\$ 80.51	BOAT TAKEN TO VA IN 2017
TEW CARLTON R	2018	10859-300		18949	\$ 62.89	SOLD IN JULY 2017
THOMPSON ALVIN C	2018	21323-200		26214	\$ 0.36	LISTED ON TIME
WARREN COUNTY	2018	2267-467	C5-23	7229	\$ 32.94	EXEMPT PROPERTY
WARREN COUNTY	2018	2267-464	E5-32A	5806	\$ 21.28	EXEMPT PROPERTY
WARREN COUNTY	2018	2267-471	F6A-25	10819	\$ 24.89	EXEMPT PROPERTY
WRIGHT BILLIE JO BUNNELL	2018	4994-301		19291	\$ 74.48	DOUBLE BILLED
SUB-TOTAL ERROR CORRECTIONS:					\$999.73	

On motion of Commissioner Davis, which was seconded by Commissioner Baker and duly carried by unanimous vote, employee performance bond for Finance Officer Jamie Holtzman, in the amount of \$200 for \$50,000 coverage was renewed, effective November 7, 2018 to November 7, 2019.

Tax Administrator Starlin Beatty presented for Board of Commissioner's information, 2017 Tax Year Annual Settlement.

Report was received by consensus.

Starlin Beatty
Tax Administrator



117 South Main Street
Post Office Box 240
Warrenton, North Carolina 27589
Phone: (252) 257-3337
Fax: (252) 257-9369

COUNTY OF WARREN
OFFICE OF THE TAX ADMINISTRATOR

2017-2018 TAX YEAR ANNUAL SETTLEMENT

2017 TAX YEAR ORIGINAL LEVY	\$16,696,139.77
ADDITIONS:	
DISCOVERIES	\$ 764,044.99
INTEREST	\$ 158,521.79
LIEN ADVERTISING COST	\$ 5,198.06
TOTAL	\$17,623,904.61
REDUCTIONS	
UNCOLLECTED BALANCE	\$16,857,950.73
CASH COLLECTIONS	\$ 209,088.98
RELEASES	\$17,067,039.71
TOTAL	\$17,067,039.71
BALANCE OUTSTANDING AT JUNE 30, 2018	\$ 556,864.90
TOTAL	\$17,623,904.61

On motion of Commissioner Pierce, which was seconded by Commissioner Baker and duly carried by unanimous vote, Authorization to Honor Facsimile Signature for Warren County Department of Social Services Trust Fund Account was granted to Department of Social Services Director Ryan Whitson or Warren County Manager Vincent Jones and County Finance Director Jamie Holtzman.

On motion of Commissioner Davis, which was seconded by Commissioner Powell and duly carried by unanimous vote, Cooperative Extensions' Local Foods Promotion Council Bylaws were adopted with Chairman Hunt authorized to sign same:

Warren County
Local Food Promotion Council
By-Laws

I. Vision

We envision a Warren County where the local food system will bring increased opportunities for local farmers, boost the local economy, and improve the health of consumers, while sustaining our environment.

II. Mission

The Warren County Local Food Promotion Council coordinates and supports efforts to grow, distribute, process, and market local food and food products.

III. Purpose

The Committee is created for the purpose of promoting policies and conducting activities that help bring locally grown and raised farm products to the plates of Warren County residents and regional consumers.

IV. Authorization

The Local Food Promotion Council is authorized by the Warren County Board of Commissioners and will serve at the pleasure of the governing body. It operates under the auspices of Warren County Cooperative Extension.

V. Relationship of Council to Governing Board

It is the role and sole prerogative of the Board of Commissioners to enact policy. The Local Food Promotion Council is expected to offer recommendations for policies that will further the purpose stated above.

VI. Membership

Composition: The Council shall consist of twelve to eighteen members. Warren County Cooperative Extension will attempt to recruit a membership that is broadly representative of the County, with respect to differing communities including socioeconomic, geographic, age, race, ethnicity, gender, etc. Members are appointed to a three-year term, and may be appointed to serve a second term. After two terms, a member must be off-board for one year before being eligible for reappointment. At the last meeting of each year, the Council will review the current membership and identify potential nominees to serve the following year. The Council will include members from a cross-section of the community, including: local government, businesses, farmers, education, faith communities, non-profit, human services, and consumers at large.

VII. Organizational Structure

Officers: The Council will have a chair, vice chair, recording secretary, and treasurer who are elected for one-year terms by the membership. The position of treasurer will be filled by a representative from Warren County Cooperative Extension. Elections will be held at the first meeting of the year. Officers may serve up to two consecutive terms.

VIII. Procedural Rules

By-Laws: By-laws require a two-thirds of the membership vote for adoption or change.

Meetings: The committee will meet at least four times per year. Members will be notified at least ten days before a meeting.

Minutes: Minutes of each meeting will be kept.

Dismissal: Members who are absent without reasonable cause from three successive meetings will be considered to have resigned their seat. The committee will move to fill the position.

Quorum: A quorum is defined as 50% plus 1.

Committees: The Chair may appoint working committees, as needed.

On motion of Commissioner Baker, which was seconded by Commissioner Davis and duly carried by unanimous vote, County Manager Vincent Jones was appointed to the Juvenile Crime Prevention Council (JCPC); effective: October 1, 2018 for his term of employment.

On motion of Commissioner Baker, which was seconded by Commissioner Davis and duly carried by unanimous vote, County Manager Vincent Jones was appointed to the Regional Stepping Up Initiative; effective: October 1, 2018 for his term of employment.

COMMISSIONER / COUNTY MANAGER UPDATES

Chairman Hunt thanked EMS staff and Co. Manager Jones for taking initiative in Hurricane Florence preparation and for being pro-active in the situation.

Dennis Paschal, EMS Coordinator stated it was a collaboration between government and the school system.

County Manager Vincent Jones: Informed the board that a temporary "month-to-month" contract is in place for custodial services for all county facilities. Information will be presented on October 17th work session agenda with recommendation for further action(s) regarding entering a long term custodial contract. Reminded board and public to be aware of Wednesday – 2:20 pm – nationwide emergency alert test on cell phones, radio and TV.

On motion of Commissioner Davis, which was seconded by Commissioner Pierce and duly carried by unanimous vote, it was ordered to enter into CLOSED SESSION according to NC GS § 143-318.11(a):

- (5) *to establish or to instruct the public body's staff concerning negotiating for the acquisition of real property by purchase, option, exchange, or lease and*
- (6) *Personnel Matters.*

Commissioner Baker stated she had additional personnel items for discussion.

On motion of Commissioner Pierce, which was seconded by Commissioner Baker and duly carried by unanimous vote, it was ordered to return to open session.

On motion of Commissioner Baker, which was seconded by Commissioner Davis and duly carried by unanimous vote, OCTOBER 1, 2018 Board of Commissioners meeting was adjourned at 7:30 pm.


Angelena Kearney-Dunlap, Clerk