



Board of Commissioners Regular Meeting

September 11, 2023

MINUTES

The September 11, 2023 Warren County Board of Commissioners Regular Meeting was called to order by Vice Chairman Victor Hunt. Commissioners in attendance were Tare Davis, Jennifer Pierce, and Walter Powell. Chairman Bertadean Baker was absent. Others present were County Manager Vincent Jones and County Attorney Shiekell Richardson. Commissioner Tare Davis left the meeting at 6:15 p.m.

Vice Chairman Hunt led a moment of silence and the Pledge of Allegiance.

1. ADOPT SUGGESTED AGENDA

On motion of Commissioner Davis, seconded by Commissioner Powell, and duly carried by unanimous vote, the Suggested Agenda was approved.

2. CITIZEN COMMENTS - REGULAR BOARD MEETING

Bill Kearney of the Warren County Environmental Justice Action Team informed the Board that the Federal Government has funding available for environmental initiatives. Mr. Kearney supplied handouts to the Board members. Further discussion of this matter will take place at a future Board of Commissioners Work Session.

3. CONSENT AGENDA

A. Consider Approval of Minutes of August 16, 2023 Regular Meeting and August 16, 2023 Work Session - Paula Pulley, Clerk to the Board

On motion of Commissioner Davis, seconded by Commissioner Powell, and duly carried by unanimous vote, the minutes of the August 16, 2023 Regular Meeting and August 16, 2023 Work Session were approved.

B. Tax Collectors Report for July 2023 Presented for Board's Information in Accordance with NCGS 105-350 (John Preston, Tax Administrator)

On motion of Commissioner Davis, seconded by Commissioner Powell, and duly carried by unanimous vote, the Tax Collectors Report for July 2023 was accepted.

Tax Collector's Report
to the Warren County Board of Commissioners
For the Month July 2023

2023-2024

Current Year Collections

Tax Year	Charge	Collected in July	Collected to Date	Balance Outstanding	Percentage Collected
July 2023 FY 24	\$21,081,786	\$153,198	\$153,198	\$20,928,588	0.73
July 2022 FY 23	\$19,153,656	\$171,789	\$171,789	\$18,982,067	0.90

Delinquent Collections

2022	\$433,755	\$28,178	\$28,178	\$405,577	6.50
2021	201,801	3,878	3,878	\$197,923	1.92
2020	139,555	978	978	\$138,578	0.70
2019	152,637	951	951	\$151,686	0.62
2018	90,919	427	427	\$90,492	0.47
2017	89,634	382	382	\$89,252	0.43
2016	68,420	629	629	\$67,791	0.92
2015	57,224	-	-	\$57,224	0.00
2014	48,305	-	-	\$48,305	0.00
2013	76,712	-	-	\$76,712	0.00
Total Delinquent Years	\$1,358,963	\$35,423	\$35,423	\$1,323,540	

Other July Receipts

County Penalties	\$ 7,540	\$ 7,540
Landfill User Fees	\$ 15,516	\$ 15,516
Municipalities	\$ 10,929	\$ 10,929
Fire District Taxes	\$ 53,661	\$ 53,661
Advance Taxes	\$ 1,176	\$ 1,176

JULY GRAND TOTAL

\$449,232	\$449,232
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John Preston, Tax Administrator
John Preston, Tax Administrator

8/14/2023

C. Tax Release Requests (over & under \$100) in Accordance with NCGS 105-381 "Taxpayer's Remedies" as Information Only (John Preston, Tax Administrator)

On motion of Commissioner Davis, seconded by Commissioner Powell, and duly carried by unanimous vote, the Tax Release Requests (over & under \$100) were approved.

Over \$100	8/11/2023	CO MOR INITIALS: VJ Date: 8/31/2023
ERROR CORRECTION RELEASES:		
BENDER PATRICK	2023 41600-200	27894 \$ 205.12 SOLD PP IN 2022
BOYD COSLYN D	2023 51886	24602 \$ 407.25 EXEMPTION WAS NOT APPLIED
CADWON DEBORAH W	2023 50209 DR-2A	48571 \$ 702.69 OVERASSESSED VALUE
COOPRELL FLORENCE H	2023 15044-300 R4B-13	8872 \$ 702.79 DWELLING ONLY 40% COMPLETE
COOPER MILTON W	2023 19857-300 CR-32-01	26441 \$ 693.86 MOVED DW IN 2021 W/O PERMIT
COOPER MILTON W	2023 19857-300 CR-32-01	26441 \$ 745.82 MOVED DW IN 2021 W/O PERMIT
DUNLEAVY SHARIN LINDA R	2023 12223-304 K3C18TE	18081 \$ 464.24 EXEMPTION WAS NOT APPLIED
HARGROVE ERICA	2023 30229-200	27204 \$ 186.71 SOLD MH IN 2018 NEVER NOTIFIED
HARGROVE ERICA	2023 30229-200	28055 \$ 200.24 SOLD MH IN 2018 NEVER NOTIFIED
HARGROVE ERICA	2023 30229-200	27205 \$ 217.84 SOLD MH IN 2018 NEVER NOTIFIED
HARGROVE ERICA	2023 30229-200	28805 \$ 233.84 SOLD MH IN 2018 NEVER NOTIFIED
HARGROVE ERICA	2023 30229-200	28021 \$ 249.38 SOLD MH IN 2018 NEVER NOTIFIED
HASTINGS CHARLES R	2023 10772-300	28605 \$ 286.03 MOVED TO FL IN 2021
J & J LOGGING & CHIPPING LLC	2023 23338-200	28849 \$ 524.36 REMOVED LATE LISTING
JOLLY CHRISTOPHER E	2023 41221-200	27848 \$ 178.72 SOLD PP IN 2022
JONES BEVERLY	2023 41183-200	27839 \$ 106.10 BOAT SOLD IN 2022
KRAUS JOHNNY	2023 212541-200	28899 \$ 794.57 LISTED IN NORTHAMPTON CO
LIGHT FRANCES H	2023 49470	28006 \$ 103.36 BOAT SOLD AUG 2022
MASON METHODIST CHURCH	2023 52052 GSD-28	19123 \$ 2,266.09 EXEMPTION WAS NOT APPLIED
MOORE JOHNATHON D & CONNIE S	2023 31045-300	27238 \$ 107.83 SOLD BOAT IN 2021
MOORE JOHNATHON D & CONNIE S	2023 31045-300	27238 \$ 127.53 SOLD BOAT IN 2021
PEPPERLE A JR & GREENGROVE	2023 28536-300 J2C-74	6894 \$ 601.16 DW WAS REMOVED OCT 2022
ROBINSON OCTAVIA	2023 52833-200	27307 \$ 177.49 MH SOLD 2022
TAR RIVER LAND CONSERVACY	2023 48807 112-12	8595 \$ 1,833.85 BIS ERROR/EXEMPT PROP
THOMPSON RICHARD JR	2023 38643-200	27584 \$ 109.10 DOUBLE CHARGED
THOMPSON RICHARD JR	2023 38643-200	30373 \$ 176.81 DOUBLE CHARGED
THURSTON GUESS LLC	2023 62064 BA-18F	15057 \$ 829.72 OVERASSESSED/BIS ERROR
UPTON DOUG	2023 33528-200	28888 \$ 160.81 MOVED TO FL IN 2021
UPTON DOUG	2023 33528-200	31758 \$ 161.74 MOVED TO FL IN 2021
WALKER EVELYN	2023 60547 D6-46	18737 \$ 117.82 DOUBLE BILLED
WATSON ANTHONY	2023 62525-200	28993 \$ 163.27 NO LONGER OWNS MH
WATSON ANTHONY	2023 62525-200	28993 \$ 223.52 NO LONGER OWNS MH
WATSON ANTHONY	2023 62525-200	28993 \$ 240.07 NO LONGER OWNS MH
WATSON ANTHONY	2023 62525-200	28993 \$ 293.99 NO LONGER OWNS MH
WATSON ANTHONY	2023 62525-200	28993 \$ 306.14 NO LONGER OWNS MH
WILSON JEAN	2023 60681-301 I2C-02	15489 \$ 1,197.00 BIS ERROR/POWERLINE ADJ
WRIGHT AMES R	2023 42411-300 D4D208	5771 \$ 300.13 INCORRECT TAX BILL/REBILLED
YANCEY BETTI REID	2023 327741298	31688 \$ 102.88 DOUBLE CHARGED
YANCEY BETTI REID	2023 327741298	28993 \$ 111.52 DOUBLE CHARGED
ZION CHURCH NORLINA INC	2023 52475 C4-96	18205 \$ 4,310.83 EXEMPT PROPERTY/NO BILL
ZION CHURCH NORLINA INC	2023 1726-303 C4-81	6858 \$ 148.57 EXEMPT PROPERTY/NO BILL
TOTAL ERROR CORRECTIONS:		\$ 21,349.40



D. Consider Approval of Proclamation Declaring September 25 Through October 1, 2023 as Environmental Public Health Week - Dr. Margaret Brake, Health Director

On motion of Commissioner Davis, seconded by Commissioner Powell, and duly carried by unanimous vote, the Proclamation Declaring September 25 through October 1, 2023 as Environmental Public Health Week was approved.

PROCLAMATION
ENVIRONMENTAL PUBLIC HEALTH WEEK
SEPTEMBER 25- OCTOBER 1, 2023

WHEREAS: The management of environmental conditions is an essential element of protecting the health, safety, and well-being of people in Warren County and North Carolina; and

WHEREAS: Environmental public health is the discipline concerned with the management of environmental conditions to prevent disease and injury to humans; and

WHEREAS: The people who serve in the North Carolina environmental public health field are experienced and dedicated public health professionals improving the quality of life of North Carolinians and the people who visit here; and

WHEREAS: The Warren County Health Department's Environmental Health staff consists of a team of five professionals serving the citizens and businesses of Warren County by issuing hundreds of septic permits, dozens of well permits, inspecting more than eighty-seven permitted establishments that include food & lodging establishments, child care centers, public pools, and nursing/assisted living facilities; and

WHEREAS: Warren County Environmental Health and the North Carolina Division of Public Health's Environmental Health Section are working together with private businesses and public agencies to meet the public health needs of our communities; and

WHEREAS: Warren County Government recognizes the importance of the essential services provided by environmental health professionals

NOW, THEREFORE we do hereby proclaim September 25 – October 1, 2023 as
Environmental Public Health Week


Bertadean Baker, Chairperson


Paula Pulley, Clerk to Board



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E. Consider Approval of Proclamation Declaring September 2023 as Warren County Preparedness Month - Joel Bartholomew, Emergency Services Director

On motion of Commissioner Davis, seconded by Commissioner Powell, and duly carried by unanimous vote, Proclamation Declaring September 2023 as Warren County Preparedness Month was approved.

WARREN COUNTY PREPAREDNESS MONTH 2023

A PROCLAMATION

WHEREAS, all North Carolinians should be prepared for natural and man-made disasters as well as disease outbreaks; and

WHEREAS, North Carolina is traditionally an active state for tornadoes and severe thunderstorms, with tornado touchdowns and straight-line winds causing severe damage in parts of the state this year; and

WHEREAS, in 2022 the state experienced 21 tornado touchdowns, 74 flood incidents and 951 severe thunderstorms with damaging wind and hail; and

WHEREAS, last year the National Weather Service in North Carolina issued 107 tornado warnings and 752 severe thunderstorm warnings, with an average warning time of 18 minutes; and 82 flash flood warnings, with an average warning time of 53 minutes; and

WHEREAS, communities across the state have borne the impacts from wildfires, severe weather, damaging hail, high winds and flooding; and

WHEREAS, Warren County had a Wind Storm on May 9, 2023 which resulted in 16 houses were damaged; and residents lost power for up to 72 hours.

WHEREAS, every community, business, family and individual in Warren County must be ready for natural and man-made disasters including tornadoes, flooding, hurricanes and public disturbances that might disrupt normal daily activities; and

WHEREAS, all Warren County residents can take a few simple steps – making a family disaster plan, creating an emergency supply kit and staying informed – to help make preparedness and personal responsibility a priority; and

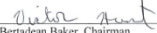
WHEREAS, Warren County residents should know the risks for their area and plan accordingly; and

WHEREAS, Warren County residents should help the elderly and those who cannot help themselves; and

WHEREAS, Warren County residents should include the safety of their pets and/or livestock in their emergency plans; and

WHEREAS, Warren County, North Carolina Emergency Management and the State of North Carolina have collaborated to recognize September as North Carolina Preparedness Month to encourage Warren County residents to be disaster ready;

NOW THEREFORE, we, the Warren County Board of Commissioners, do hereby proclaim the month of September 2023, as **PREPAREDNESS MONTH** in Warren County, and encourage all county residents to plan and prepare weather-related and man-made disasters by assembling their emergency supply kits and updating their emergency plans.


Bertadean Baker, Chairman

ATTEST:


Paula Pulley, Clerk to the Board



F. Consider Approval of Proclamation Declaring September 15 Through October 15, 2023 as National Hispanic Heritage Month - Paula Pulley, Clerk to the Board

On motion of Commissioner Davis, seconded by Commissioner Powell, and duly carried by unanimous vote, the Proclamation Declaring September 15 through October 15, 2023 as National Hispanic Heritage Month was approved.

Resolution September 15TH – October 15TH
National Hispanic Heritage Month
Proclamation
September 15 – October 15, 2023
National Hispanic Heritage Month

WHEREAS, during National Hispanic Heritage Month, we honor all American citizens of Hispanic descent and celebrate their rich and vibrant traditions of faith, family, hard work, and patriotism. We are grateful for the innumerable contributions they make to our society, which are vital to our thriving Nation. We are especially grateful for the Hispanic-American men and women who have decided to make Warren County their home. Warren County administration is continuing to create an environment in which all our citizens have the opportunity to achieve their Dream.

WHEREAS, for generations, Hispanic Americans have played a pivotal role in our country's strength and prosperity. Their spirit, energy, and leadership are woven into the culture of America, and enrich all our lives. To honor the achievements of Hispanic Americans, the Congress, by Public Law 100-402, as amended, has authorized and requested the President to issue annually a proclamation designating September 15 through October 15 as "National Hispanic Heritage Month."

NOW, THEREFORE, the Warren County Board of Commissioners, do hereby proclaim: September 15 through October 15, 2023 National Hispanic Heritage Month and call upon public officials, educators, librarians, and all Americans to observe this month with appropriate ceremonies, activities, and programs.

IN WITNESS WHEREOF, I have hereunto set my hand this 11th day of September, 2023.



ATTEST:


BERTADEAN BAKER, CHAIRMAN
WARREN COUNTY BOARD OF COMMISSIONERS


PAULA PULLEY, CLERK TO THE BOARD

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4. COUNTY MANAGER'S UPDATE – Vincent Jones

A. Vance Granville Community College Update

County Manager Vincent Jones informed the Board that the Vance Granville Community College Board of Trustees are interested in holding a meeting in each county in their service area, depending on interest. The Board of Commissioners expressed interest and agreed to the November 20, 2023 proposed date.

B. Operational Update

- County Manager Vincent Jones followed up with the Board on Planning Department operations. Jones proposed that the Planning Department limit walk-ins after 4:00 p.m., and offer services by appointment at that time. This change to operations will allow Code Enforcement and Administrative Staff to complete end of day activities and next day operations in hopes of improving customer service.
- County Manager Vincent Jones provided an update on the North Carolina Department of Transportation S-Line. NCDOT and communities along the S-Line corridor are pursuing a federal Reconnecting Communities and Neighborhoods grant to design and construct mobility hubs and train stations. Each community is asked to provide \$3,300,000 as matching funds, and adopt a resolution of support. County Manager Jones indicated that he did not want lack of participation to impact the chance of Warren County securing a train station. On motion of Commissioner Pierce, seconded by Commissioner Powell, and duly carried by unanimous vote, the agenda was amended to add Item 5H, Consider Approval of Resolution to Support the Development of the S-Line Rail Corridor and to Provide Local Funding to Match a Federal Grant Opportunity for Mobility Hub Design and Project Development Activities.

C. Property Acquisition

This item will be discussed under Item 5F.

5. ACTION ITEMS

A. Appoint Brady Martin, Jim Whitley, and Angelena Kearny-Dunlap as Warren County representatives on the Research Triangle Regional Partnership (RTRP) board of directors with Angelena Kearney-Dunlap also serving on the RTRP's Executive Committee - Charla Duncan, Community and Economic Development Director

On motion of Commissioner Pierce, seconded by Commissioner Powell, and duly carried by unanimous vote, Brady Martin, Jim Whitley, and Angelena Kearney-Dunlap were appointed to the Research Triangle Regional Partnership Board of Directors, with Angelean Kearney-Dunlap serving on the Executive Committee.

B. Consider Approval of Renewal of Contract with A+ Commercial Cleaning for Cleaning Services at an Annual Cost of \$129,600 and Authorize County Manager to Execute Documents - Marshall Brothers, Public Works Director

On motion of Commissioner Pierce, seconded by Commissioner Powell, and duly carried by unanimous vote, renewal of the contract with A+ Commercial Cleaning for cleaning services at an annual cost of \$129,600 was approved and the County Manager was authorized to execute documents.

C. Consider Approval to Seek Recompete Pilot Program Funding from the Economic Development Administration (EDA) - Charla Duncan, Community and Economic Development Director

On motion of Commissioner Pierce, seconded by Commissioner Powell, and duly carried by unanimous vote, Community and Economic Development staff were approved to seek Recompete Pilot Program funding from the Economic Development Administration.

D. Consider Approval of Resolution Authorizing Warren County to Apply for State Revolving Funds to Assist with Payment of Expansion and Upgrades to the Kerr Lake Regional Water System - Eric St. Sing, Public Utilities Director

On motion of Commissioner Pierce, seconded by Commissioner Powell, and duly carried by unanimous vote, Resolution Authorizing Warren County to Apply for State Revolving Funds to Assist with Payment for Expansion and Upgrades to the Kerr Lake Regional Water System was approved.

RESOLUTION BY WARREN COUNTY BOARD OF COMMISSIONERS

WHEREAS, Warren County has need for and intend to submit an application for State Revolving Funds to help in the cost of funding the Kerr Lake Regional Water System Expansion and upgrade, and

WHEREAS, Warren County intends to request SRF Funding assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF WARREN COUNTY:

That Warren County, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State grant award.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system.

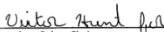
That the **Applicant** will provide for efficient operation and maintenance of the project upon completion thereof.

That Vincent Jones, County Manager, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a grant to aid in the construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 11th day of September, 2023 in Warren County, North Carolina.


Bertadean Baker, Chairman

E. Consider Approval of Department of Social Services In-Home Aide Reclassification - Renae Alston, Department of Social Services Director

On motion of Commissioner Pierce, seconded by Commissioner Powell, and duly carried by unanimous vote, the reclassification of In-Home Aides in the Department of Social Services from part-time to full-time was approved.

F. Consider Approval of Property Acquisition for the Purpose of Economic Development in the Amount of \$522,000 and Authorize the Chair or Designee and County Manager to Execute Purchase Documents - Charla Duncan, Community and Economic Development Director

On motion of Commissioner Pierce, seconded by Commissioner Powell, and duly carried by unanimous vote, the acquisition of 98 acres of property in Manson in the amount of \$522,000 for the purpose of Economic Development was approved and the County Manager authorized to execute purchase documents.

G. Consider Approval of Purchase of MCC7500E Radio Console System From Motorola Solutions, Inc. for the Warren County Sheriff's Office in the Amount of \$552,715.35, with \$191,702.62 paid by NC911 Board and \$361,012.73 paid by Warren County, and Authorize County Manager to Execute Related Documents - Sheriff John Branche

On motion of Commissioner Pierce, seconded by Commissioner Powell, and duly carried by unanimous vote, the purchase of MCC7500E Radio Console System from Motorola Solutions, Inc. for the Warren County Sheriff's Office in the amount of \$552,715.35, with \$191,702.62 paid by NC911 Board and \$361,012.73 paid by Warren County was approved and the County Manager was authorized to execute documents.

H. Consider Approval of Resolution to Support the Development of the S-Line Rail Corridor and to Provide Local Funding to Match a Federal Grant Opportunity for Mobility Hub Design and Project Development Activities

On motion of Commissioner Pierce, seconded by Commissioner Powell, and duly carried by unanimous vote, Resolution to Support Development of the S-Line Rail Corridor and to Provide Local Funding to Match a Federal Grant Opportunity for Mobility Hub Design and Project Development Activities was approved.

6. BOARD OF COUNTY COMMISSIONERS' UPDATES

- Commissioner Pierce stated that Vance Granville Community College held a community engagement forum recently and that it would have been nice to have more participation from the community. If anyone has any suggestions on things they would like to see at Vance Granville Community College please pass those along.
- Vice Chairman Hunt reminded the community to be mindful of COVID, and to practice precautions.

7. CLOSED SESSION IN ACCORDANCE WITH NCGS 143-318.11(a)(3) FOR ATTORNEY-CLIENT PRIVILEGE AND NCGS 143-318.11(a)(5) FOR PERSONNEL MATTERS AND PROPERTY ACQUISITION

On motion of Commissioner Pierce, seconded by Commissioner Powell, and duly carried by unanimous vote, the Board entered Closed Session in accordance with NCGS 143-318.11(a)(3) for Attorney-Client Privilege and NCGS 143-318.11(a)(5) for Personnel Matters and Property Acquisition.

On motion of Commissioner Pierce, seconded by Commissioner Powell, and duly carried by unanimous vote, the Board returned to Open Session.

On motion of Commissioner Pierce, seconded by Commissioner Powell, and duly carried by unanimous vote, the addition of Item 7A - Consider Appointment of Nikki Dickerson as Finance Officer with an Annual Salary of \$90,000 and Item 7B - Consider Appointment of Sierra Thomas as Human Resources Manager with an Annual Salary of \$70,000 was approved.

A. Consider Approval of Appointment of Nikki Dickerson as Finance Officer with an Annual Salary of \$90,000

On motion of Commissioner Pierce, seconded by Commissioner Powell, and duly carried by unanimous vote, the appointment of Nikki Dickerson as Finance Officer with an annual salary of \$90,000 was approved.

B. Consider Approval of Appointment of Sierra Thomas as Human Resources Manager with an Annual Salary of \$70,000

On motion of Commissioner Pierce, seconded by Commissioner Powell, and duly carried by unanimous vote, the appointment of Sierra Thomas as Human Resources Manager with an annual salary of \$70,000 was approved.

8. ADJOURN September 11, 2023 BOARD MEETING

On motion of Commissioner Pierce, seconded by Commissioner Powell, and duly carried by unanimous vote, the September 11, 2023 Regular Meeting was adjourned.

Paula Pulley, Clerk to the Board