



## **Board of Commissioners Regular Meeting**

**March 4, 2024**

### **MINUTES**

**The Warren County Board of Commissioners held a Regular Meeting on March 4, 2024 at 6:00 p.m. at the Warren County Armory Civic Center. The meeting was opened by Chair Jennifer Pierce with a moment of silence and the Pledge of Allegiance. Those in attendance were Chair Jennifer Pierce, Commissioners Victor Hunt, Walter Powell, and Tare Davis. Commissioner Bertadean Baker attended remotely through Zoom. Others in attendance were Interim County Manager Crystal Smith and County Attorney Shiekell Richardson.**

#### **1. ADOPT SUGGESTED AGENDA**

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

#### **2. PUBLIC HEARING**

Notice is hereby served that the Warren County Board of Commissioners will hold a public hearing on Monday, March 4th, 2024 at 6:00 PM in the Warren County Armory Civic Center (501 US Highway 158 Business E. Warrenton, NC 27589). The purpose of this hearing is to receive citizen's comments regarding: the proposed text amendments to the Industrial Stormwater Ordinance, and a proposed text amendment to allow school use as a special use permit in light industrial zoned districts.

**Petition for a Text Amendment to the Zoning Ordinance:**

**All questions or written comments should be directed to:**

**David Wise**

**Planning & Zoning Administrator**

**542 West Ridgeway Street**

**Warrenton, North Carolina 27589**

**Telephone: (252) 257-7027**

**davidwise@warrencountync.gov**

**All interested citizens are encouraged to attend this public hearing.**

**David Wise**

#### **A. Public Hearing Citizen Comments**

There were no Citizen Comments during the Public Hearing.

#### **B. Comments from Board and Staff**

Planning/Zoning Administrator David Wise provided an overview of proposed text amendments to the Industrial Stormwater Ordinance and proposed text amendment to allow school use as a special use permit in light industrial zoned districts.

#### **C. Close Public Hearing**

On motion of Commissioner Davis, seconded by Commissioner Powell, and duly carried by unanimous vote, the Public Hearing was closed.

#### **3. CITIZEN COMMENTS - REGULAR BOARD MEETING**

Rules for Citizen Comments: Please sign up to speak. The maximum time allotted to each speaker will be FIVE (5) minutes; Clerk to the Board will keep time. Any group of people who support or oppose the same position should designate a spokesperson. Please address only those items which might not have been addressed by a previous speaker. If a response from the County Manager and/or Board is desired, leave a copy of your comment(s) with the Clerk to the Board.

Order and decorum will be maintained. This is not a question and answer session.

1. Reinaldo Espinosa yielded his time to Deborah Ferruccio
2. Deborah Ferruccio asked the Board of Commissioners not to partner with EAT on a grant request that was presented in February 2024. Ferruccio stated that to put a Center of Excellence at the PCB site would be detrimental.
3. Carolyn Ross-Holmes spoke to the Board about after-school collaborations by the John 3:16 Center. Ms. Ross-Holmes also reminded the Board that Ella Baker Day is approaching and there are plans in the works to hold two Community Meetings - one in Warren County and one in Halifax County.
4. Laura Davis yielded time to W.T. Ramey
5. W.T. Ramey spoke about being part of the PCB protests. Mr. Ramey stated that the site is not safe, and urged the Board to explore all avenues before agreeing to partner with EAT on a grant. He further stated that when something is brought in, it should be beneficial to the whole county.
6. Ken Ferruccio stated there is a need for a detoxification expert to evaluate the PCB site.
7. Barbara Espinosa stated she did not need to speak.
8. Mike Hairston asked how far the sewer line at Eaton's Ferry Bridge would go.
9. Dr. Benjamin Chavis stated this is not the time to be pointing fingers and working against each other concerning the PCB site. He stated that we should recognize the progress that has been made. Dr. Chavis believes that EPA can help the county with the PCB site.
10. Shavon Russell Jones has requested an after-school program for three years but the School Board has denied the request. She stated that she was told there would be an Alternative School housed at New Tech High School, but there isn't.

#### **4. CONSENT AGENDA**

##### **A. Consider Approval of Minutes of the February 5, 2024 Regular Meeting**

On motion of Commissioner Hunt, seconded by Commissioner Davis, and duly carried by unanimous vote, the minutes of the February 5, 2024 Regular Meeting were approved.

##### **B. Tax Collector's Report for January 2023 presented for Board's information in accordance with NCGS 105-350 (John Preston, Tax Administrator)**

On motion of Commissioner Hunt, seconded by Commissioner Davis, and duly carried by unanimous vote, the Tax Collectors Report for January 2024 was approved.

Tax Collector's Report  
to the Warren County Board of Commissioners  
For the Month January 2024

2023-2024

Current Year Collections

| Tax Year           | Charge       | Collected in January | Collected to Date | Balance Outstanding | Percentage Collected |
|--------------------|--------------|----------------------|-------------------|---------------------|----------------------|
| January 2024 FY 24 | \$20,232,993 | \$3,379,738          | \$18,807,891      | \$1,425,102         | 92.96                |
| January 2023 FY 23 | \$19,740,435 | \$2,839,723          | \$18,419,496      | \$1,320,939         | 93.31                |

Delinquent Collections

| Year                   | Charge      | Collected in January | Collected to Date | Balance Outstanding | Percentage Collected |
|------------------------|-------------|----------------------|-------------------|---------------------|----------------------|
| 2022                   | \$429,588   | \$12,832             | \$126,622         | \$302,966           | 29.48                |
| 2021                   | 200,422     | 3,657                | 32,028            | \$168,394           | 15.98                |
| 2020                   | 138,625     | 3,675                | 11,131            | \$127,494           | 8.03                 |
| 2019                   | 151,998     | 807                  | 6,619             | \$145,379           | 4.35                 |
| 2018                   | 90,094      | 314                  | 3,403             | \$86,691            | 3.78                 |
| 2017                   | 88,979      | 243                  | 3,003             | \$85,976            | 3.38                 |
| 2016                   | 67,903      | 182                  | 2,633             | \$65,270            | 3.88                 |
| 2015                   | 56,694      | 316                  | 1,752             | \$54,942            | 3.09                 |
| 2014                   | 48,164      | 80                   | 1,232             | \$46,932            | 2.56                 |
| 2013                   | 76,493      | 231                  | 2,556             | \$73,937            | 3.34                 |
| Total Delinquent Years | \$1,348,960 | \$22,337             | \$190,979         | \$1,157,981         |                      |

Other January Receipts

|                     |            |              |
|---------------------|------------|--------------|
| County Penalties    | \$ 15,660  | \$ 20,218    |
| Landfill User Fees  | \$ 260,473 | \$ 1,389,756 |
| Municipalities      | \$ 140,921 | \$ 637,956   |
| Fire District Taxes | \$ 196,055 | \$ 1,085,808 |
| Advance Taxes       | \$ 16,940  | \$ 32,472    |

JANUARY GRAND TOTAL

|             |              |
|-------------|--------------|
| \$6,871,847 | \$40,584,576 |
|-------------|--------------|

John Preston, Tax Administrator  
John Preston, Tax Administrator

2/16/2024



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

| Under \$100                       |                | 3/4/2024 | CO MGR INITIALS: _____ Date: _____ |           |
|-----------------------------------|----------------|----------|------------------------------------|-----------|
| ERROR CORRECTION RELEASES:        |                | Year     | ACCT#                              | MAP #     |
| NAME                              |                |          |                                    |           |
| CALLIS JULIE P                    | 2023 34199-200 |          |                                    |           |
| GRIGGS ROSA M                     | 2023 02811-300 |          |                                    |           |
| HUD                               | 2023 08237-339 | B5-69    |                                    |           |
| HUD                               | 2022 08237-339 | B5-69    |                                    |           |
| HUD                               | 2021 08237-339 | B5-69    |                                    |           |
| HUD                               | 2020 08237-339 | B5-69    |                                    |           |
| HUD                               | 2019 08237-339 | B5-69    |                                    |           |
| HUD                               | 2018 08237-339 | B5-69    |                                    |           |
| HUD                               | 2017 08237-339 | B5-69    |                                    |           |
| HUD                               | 2016 08237-339 | B5-69    |                                    |           |
| HUD                               | 2015 08237-339 | B5-69    |                                    |           |
| HUD                               | 2014 08237-339 | B5-69    |                                    |           |
| HUD                               | 2013 08237-339 | B5-69    |                                    |           |
| RIGGAN WILLIAM S                  | 2023 27222-201 |          |                                    |           |
| SUB-TOTAL ERROR CORRECTIONS:      |                |          |                                    | \$ 697.36 |
| MOTOR VEHICLE RELEASES:           |                | Year     | ACCT#                              | MAP #     |
| HOGGS KAREEMA KAMMERAH            | 2023 REA9359   |          |                                    |           |
| SUB-TOTAL MOTOR VEHICLE RELEASES: |                |          |                                    | \$ 32.98  |
| SUB-TOTAL CORRECTION RELEASES:    |                |          |                                    | \$ 697.36 |
| Total Releases                    |                |          |                                    | \$ 730.34 |

| Over \$100                  |                | 3/4/2024 | CO MGR INITIALS: _____ Date: _____ |           |
|-----------------------------|----------------|----------|------------------------------------|-----------|
| ERROR CORRECTION RELEASES:  |                | Year     | ACCT#                              | MAP #     |
| HODGE TOMMY & MARLA         | 2023 28327     |          |                                    |           |
| TOTAL ERROR CORRECTIONS:    |                |          |                                    | \$ 149.75 |
| LANDFILL USER FEE RELEASES: |                | Year     | ACCT#                              | MAP #     |
| KEARNEY WILLIAM LOUIS       | 2023 28732-334 | C8-56    |                                    |           |
| TOTAL LFUF RELEASES:        |                |          |                                    | \$ 100.00 |
| Total Releases              |                |          |                                    | \$ 299.75 |

**D. Consider Approval of Proclamation Declaring March 2024 National Social Worker Month**

On motion of Commissioner Hunt, seconded by Commissioner Davis, and duly carried by unanimous vote, the Proclamation declaring March 2024 National Social Worker Month was approved.

**E. Consider Approval of Proclamation Declaring March 2024 National Nutrition Month**

On motion of Commissioner Hunt, seconded by Commissioner Davis, and duly carried by unanimous vote, the Proclamation declaring March 2024 National Nutrition Month was approved.

**F. Consider Approval of Resolution Declaring March 2024 as Keep Warren County Beautiful Month**

On motion of Commissioner Hunt, seconded by Commissioner Davis, and duly carried by unanimous vote, the Resolution declaring March 2024 Keep Warren County Beautiful Month was approved.

**G. Consider Approval of Resolution Declaring March 19, 2024 as National Agriculture Day 2024**

## **in Warren County**

On motion of Commissioner Hunt, seconded by Commissioner Davis, and duly carried by unanimous vote, the Resolution declaring March 19, 2024 National Agriculture Day was approved.

### **5. COUNTY MANAGER'S UPDATE – Interim County Manager Crystal Smith**

#### **A. Information: Allocation of \$4-million dollar funding to Kerr Lake Regional Water System Upgrades - Eric St. Sing, Director**

Public Utilities Director Eric St. Sing stated that with the \$10-million dollar funding that Oxford received, and the \$4-million dollar funding that Warren County received, the Kerr Lake Regional Water System Upgrades project is now fully funded.

#### **B. Information: Bridge 126 (Perry Town Rd) Update - Eric St. Sing, Utilities Director**

On motion of Commissioner Davis, seconded by Commissioner Hunt, and duly carried by unanimous vote, the bid from Pipeline Utilities in the amount of \$950,738 was approved and contract awarded. It was noted that this project is fully funded by NCDOT.

#### **C. Update from Senator Don Davis Regarding Local Government Capital Improvement Projects**

Interim County Manager Crystal Smith was asked by Senator Don Davis's office to provide the top three Capital Improvement Projects for Warren County. By consensus of the Board, Ms. Smith was instructed to submit the Community Center, EMS Station 4, and Farmers Market.

#### **D. Organizational Updates**

##### **1. Completing Access to Broadband (CAB) Grant - Charla Duncan, Community & Economic Development Director**

On motion of Commissioner Davis, seconded by Commissioner Hunt, and duly carried by unanimous vote, allocation of \$400,000 to the CAB Grant was approved.

##### **2. America 250 NC Grant Program - Crystal Smith, Interim County Manager**

Interim County Manager Crystal Smith informed the Board of a grant of \$10,000 that is available to Counties that participate in the America 250 NC program. There is a requirement for a resolution, and a committee must be formed to plan for the 250th Celebration. On motion of Commissioner Davis, seconded by Commissioner Powell, and duly carried by unanimous vote, participation in the America 250 NC Grant Program was approved.

##### **3. Potential Changes to Elective Employee Benefits - Interim County Manager Crystal Smith and Human Resources Manager Sierra Thomas**

An increase of 5% is expected from Blue Cross Blue Shield for employee health insurance. Also, there are some elective benefits that employees take advantage of that have previously been paid through payroll deduction, however because of changes in providers, those benefits will no longer be payroll deducted and employees will be responsible for making those payments. On motion of Commissioner Davis, seconded by Commissioner Hunt, and duly carried by unanimous vote, health insurance benefits from Blue Cross Blue Shield through Gallagher were approved with the increase, and elimination of payroll deduction for elective programs no longer offered was approved.

### **6. ACTION ITEMS**

#### **A. Consider Approval of North Carolina Railroad Company Build Ready Sites Grant Award (\$500,000) with a 40% match - Charla Duncan, Community & Economic Development Director**

On motion of Commissioner Hunt, seconded by Commissioner Davis, and duly carried by unanimous vote, the North Carolina Railroad Company Build Ready Sites Grant Award of \$500,000 with a 40% match was approved.

#### **B. Consider Approval for Rivers & Associates, Inc. Contract for Eaton's Ferry Sewer Extension Project for Engineering Services and Grant Administration in the Amount of \$326,000 to be Paid From Grant Funds - Eric St. Sing, Director**

On motion of Commissioner Davis, seconded Hunt, and duly carried by unanimous vote, the contract with Rivers & Associates for Engineering Services and Grant Administration for the Eaton's Ferry Sewer Extension Project in the amount of \$326,000 to be paid from grant funds was approved.

**C. Consider Approval for Rivers & Associates, Inc. Contract for Regional Elevated Storage Tank Project for Engineering Services and Grant Administration in the Amount of \$159,500 to be Paid From Grant Funds - Eric St. Sing, Director**

On motion of Commissioner Davis, seconded by Commissioner Powell, and duly carried by unanimous vote, contract with Rivers & Associates for Engineering Services and Grant Administration for Regional Elevated Storage Tank Project in the amount of \$159,500 to be paid from grant funds was approved.

**D. Consider approval of proposed School Use text amendment - David Wise, Planning & Zoning Administrator**

On motion of Commissioner Davis, seconded by Commissioner Powell, and duly carried by unanimous vote, text amendments to allow school use by special use permit in light industrial zoned districts was approved.

**E. Consider approval of the proposed "Text amendment for Industrial Stormwater Requirements" - David Wise, Planning & Zoning Administrator**

On motion of Commissioner Davis, seconded by Commissioner Hunt, and duly carried by unanimous vote, text amendments to the Industrial Stormwater Requirements were approved.

**F. Consider Approval of Purchase of Body Camera Equipment for the Sheriff's Office from Versaterm Public Safety US, Inc. in an Amount Not To Exceed \$134,160 to be Paid from Grant Funds - Sheriff John Branche**

On motion of Commissioner Davis, seconded by Commissioner Powell, and duly carried by unanimous vote, the purchase of Body Camera Equipment for the Sheriff's Office from Versaterm Public Saety US, Inc. in an amount not to exceed \$134,160 and to be paid from grant funds was approved.

**7. BOARD/COMMITTEE/COMMISSION APPOINTMENTS AND RE-APPOINTMENTS**

**A. Consider Approval of Re-Appointment of Daphene Herring (2nd Term) and Robin S. Williams (2nd Term) to the Kerr Tar Regional Council of Governments Area Agency on Aging Regional Aging Advisory Committee for Three-Year Terms Ending December 31, 2026**

On motion of Commissioner Hunt, seconded by Commissioner Powell, and duly carried by unanimous vote, Daphene Herring (2nd Term) and Robin S. Williams (2nd Term) were re-appointed to the Kerr Tar Regional Council of Governments Area Agency on Aging Regional Aging Advisory Committee for three-year terms ending December 31, 2026.

**8. BOARD OF COUNTY COMMISSIONERS' UPDATES**

Commissioner Powell reminded everyone that March 5th is election day and asked that everyone go out and vote.

Commissioner Hunt stated that the over-the-counter medicine distribution is coming up soon.

Commissioner Davis stated that the recent changes in LME/MCO could have affects on citizens of Warren County. He also stated that more education is needed about opioids.

**9. CLOSED SESSION IN ACCORDANCE WITH NCGS 143-318.11(a)(4) FOR INDUSTRY AND BUSINESS LOCATION AND EXPANSION AND NCGS 143-318.11(a)(5) FOR PERSONNEL MATTERS**

On motion of Commissioner Davis, seconded by Commissioner Powell, and duly carried by unanimous vote, the Board entered Closed Session.

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

On motion of Commissioner Hunt, seconded by Commissioner Powell, and duly carried by unanimous vote, addition of Item 9A, Increase of \$5,000 for Compensation for Interim County Manager, was approved.

Item 9A - Increase of \$5,000 in Compensation for Interim County Manager

On motion of Commissioner Hunt, seconded by Commissioner Powell, and duly carried by unanimous vote, the increase in compensation of \$5,000 for the Interim County Manager was approved.

**10. ADJOURN March 4, 2024 BOARD MEETING**

With no further business, the March 4, 2024 Regular Meeting of the Warren County Board of

Commissioners was adjourned.

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Paula Pulley, Clerk to the Board