



Board of Commissioners Regular Meeting

May 6, 2024

MINUTES

1. ADOPT SUGGESTED AGENDA

On motion of Commissioner Hunt, seconded by Commissioner Powell, and duly carried by unanimous vote, the May 6, 2024 Suggested Agenda was approved.

2. PUBLIC HEARING

Notice of Public Hearing

Notice is hereby served that the Warren County Board of Commissioners will hold a public hearing on **Monday, May 6th, 2024 at 6:00 PM** in the Warren County Armory Civic Center (501 US Highway 158 Business E. Warrenton, NC 27589).

Petition for the following Zoning Map Amendment. Warren County Parcel(s) B5 29, B5 101A, B5 30, B5 31, B5 32, B5 32A, B5 32B from (AR) Agriculture Residential to (LI) Light Industrial.

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.

A. Comments from Staff

Planning Director David Wise provided an overview of the petition to amend the Warren County Zoning Map to change B5 29, B5 101A, B5 30, B5 31, B5 32, B5 32A, and B5 32B from Agriculture/Residential to Light Industrial.

B. Citizen Comments

No Citizen Comments

3. PUBLIC HEARING

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Petition for the following Zoning Map Amendment Warren County Parcel # K3C 155A from (R) Residential to (LB) Lakeside Business.

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All interested citizens are encouraged to attend this public hearing.

A. Comments from Staff

Planning Director David Wise provided an overview of the petition to amend the Warren County Zoning Map to change K3C 155A from Residential to Lakeside Business. Commissioner Davis questioned why the sign for the proposed business was already built when the property is currently zoned for Residential and not Lakeside Business.

B. Citizen Comments

- Isaac Aviles stated he and his brother own Aviles Lawncare LLC, and request that the Board vote in favor of the re-zoning request.
- Hannah Poteat owns property in Eatons Ferry Estates and stated that Eatons Ferry Estates consists of 500 residential lots. She stated that the property for which the re-zoning has been requested is across from this residential area and that she is opposed to that property being re-zoned to Lakeside Business.
- John Miller spoke in opposition to the re-zoning based on the fact that Eatons Ferry Estates is residential.
- Margaret Morgan spoke in opposition to the re-zoning because she feels it should be left as residential.
- Macon Grissom spoke about Rafael Aviles, who is requesting the re-zoning. Grissom stated that Aviles is hard-working and he supports the re-zoning which would allow Aviles to place his landscaping business on the property.

4. 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.

Prior to Citizen Comments, Chairman Pierce stated that there will be no change to the way in which Fire Departments are funded at this time.

Commissioner Davis spoke about the importance and the dedication of Volunteer Fire Fighters.

- Robby Ross spoke in opposition to any change in funding for Volunteer Fire Departments
- Joey Andrews spoke in opposition to any change in funding for Volunteer Fire Departments
- Jeff Zimmer, representing the Lake Gaston Association, spoke in opposition to any change in funding for Volunteer Fire Departments
- Lewis Mustian stated that it may be beneficial to raise taxes, or create a task force to look into future funding for Volunteer Fire Departments
- Reinaldo Espinosa stated that the Board should give more money to the Volunteer Fire Departments
- Susan Wallenborn spoke in opposition to any change in funding for Volunteer Fire Departments
- Janet Rudasill spoke about pot holes by the Senior Center. She stated that she recently busted a tire leaving the Center.
- Selena Lin spoke to the Board about an exhibit that will be at the Warren County Memorial Library from the North Carolina Museum of Natural Sciences. This exhibit is called RACE: Are We So Different, and looks at how race has been used to divide people.
- Donte White spoke to the Board about the RACE: Are We So Different exhibit

- Deborah Ferruccio spoke to the Board about High Impact Land Use and the Noise Ordinance, and the need for revisions to the ordinance.
- Joseph Pernell encouraged the County to seek funding from GoldenLeaf for large projects such as the Farmers Market and Community Center
- Katherine Hilliard, Mayor of Macon, spoke about the need for Volunteer Fire Departments, and the need to keep funding as it is because the municipalities cannot sustain them but also cannot afford to lose them
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5. CONSENT AGENDA

A. Consider Approval of Minutes of April 1, 2024 Regular Meeting, April 17, 2024 Work Session, and April 17, 2024 Joint Meeting with Municipalities

On motion of Commissioner Hunt, seconded by Commissioner Powell, and duly carried by unanimous vote, the minutes of the April 1, 2024 Regular Meeting, April 17, 2024 Work Session, and April 17, 2024 Joint Meeting with Municipalities were approved.

B. Tax Collector's Report for March 2024 presented for Board's information in accordance with NCGS 105-350 (John Preston, Tax Administrator)

On motion of Commissioner Hunt, seconded by Commissioner Powell, and duly carried by unanimous vote, the Tax Collector's Report for March 2024 was approved.

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 Powell, and duly carried by unanimous vote, the Tax Release Requests (over/under \$100) were approved.

D. Proclamation Declaring May 6-10 as Economic Development Week

On motion of Commissioner Hunt, seconded by Commissioner Powell, and duly carried by unanimous vote, the Proclamation Declaring May 6 - 11, 2024 as Economic Development Week was approved.



PROCLAMATION



WHEREAS, more than 100,000 economic development or related professionals worldwide are committed to creating, retaining, and expanding top-tier opportunities that facilitate long-term, equitable community growth; and

WHEREAS, the economic development profession cultivates thriving neighborhoods, champions sustainability and resiliency, boosts economic prosperity, enhances the quality of life, and builds robust tax bases; and

WHEREAS, economic development professionals operate throughout diverse economic environments, including rural, suburban, and urban settings; local, state, provincial, and national governments; public-private partnerships; chambers of commerce; institutions of higher education; among many similar organizations and associations; and

WHEREAS, economic development professionals serve as stewards, bridging connections between community stakeholders such as residents, business leaders, elected officials, industry executives, and educational administrations, to collaborate in promoting job creation, community investment, infrastructure advancements, and an optimistic future; and

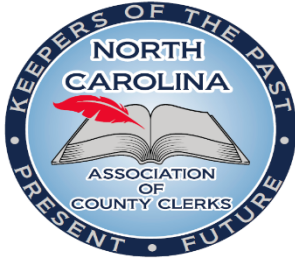
WHEREAS, economic developers contribute to the betterment and progress of Warren County within the state of North Carolina;

NOW THEREFORE BE IT RESOLVED, that the Warren County Board of Commissioners recognizes the week of May 6 through May 10, 2024, as Economic Development Week, and remind individuals of the importance of this community celebration which supports expanding opportunities, bettering lives, and moving society forward.

E. Approval of Proclamation Declaring May 5 - 11, 2024 as Clerks to the Boards of

Commissioners' Week

On motion of Commissioner Hunt, seconded by Commissioner Powell, and duly carried by unanimous vote, the Proclamation Declaring May 5-11, 2024 as Clerks to the Boards of Commissioners Week was approved.



PROCLAMATION CLERKS TO THE BOARDS OF COUNTY COMMISSIONERS' WEEK May 5 through May 11, 2024

WHEREAS: It is imperative to the democratic process that a well-informed citizenry participates in the operation of their local government; and

WHEREAS: The office of the Clerk to the Board provides the communication link between the citizens, the local governing body and administrative departments, and local government partners; and

WHEREAS: The position of clerk is one of the oldest in local government, dating at least to biblical times, and whose term has long been associated with the written word; so, it is that modern-day clerks are official recordkeepers for their counties; and

WHEREAS: North Carolina law requires every board of county commissioners to appoint a clerk and the clerk continues in that position "at the pleasure of the board"; and

WHEREAS: The clerk's most significant statutory duties concern the preparation, filing and safeguarding of local government records, but the statutory duties constitute only a portion of what the clerk actually does; and

WHEREAS: The clerk plays a vital role in county government and provides the written record needed to ensure that the board is accountable to the county's citizens and to other public and private officials; and

WHEREAS: The clerk is sometimes described as "the hub of the wheel" in local government because of the central work that the clerk plays in the government's communication network; and

WHEREAS: As local government becomes larger and more complicated, the clerk's role as a professional, dispassionate provider of information to citizens, government officials, and the media becomes more and more important; and

WHEREAS: Clerks have the opportunity to participate in the North Carolina Association of County Clerks, a very active professional association of public officials dedicated to improving the professional competency of clerks through regular regional and statewide educational opportunities; and

WHEREAS: In cooperation with the University of North Carolina at Chapel Hill School of Government and International Institute of Municipal Clerks (IIMC), the North Carolina Association of County Clerks helps to sponsor a nationally recognized, examination-based certification program that culminates in receipt of the designation of Certified Municipal Clerk; and

WHEREAS: In addition, the North Carolina Association of County Clerks and the School of Government sponsor state certification programs leading to the designation of North Carolina Certified

County Clerk, as well as opportunities for experienced clerks to obtain the continuing professional education needed to remain state-certified or to earn an advanced Master Clerk designation; and

WHEREAS: In addition to conducting education programs, the North Carolina Association of County Clerks also directly assists clerks on the job with mentoring programs to provide guidance to assist clerks in their day-to-day work; and

WHEREAS: Clerks, upon their own initiative, participate in these certification and education programs, including annual meetings of the North Carolina Association of County Clerks and the International Institute of Municipal Clerks, which not only improve the operation of their office, but through their achievements and awards bring favorable publicity to the counties in which they serve; and

WHEREAS: Clerks are involved at the state level, as well as in potential legislative and other matters of interest; and

WHEREAS: Although clerks work for the boards of county commissioners, they truly provide public service;

NOW, THEREFORE, the Warren County Board of Commissioners does hereby recognize the week of May 5 through May 11, 2024, as Clerks to the Boards of County Commissioners' Week, and extends our appreciation to our Clerk to the Board Paula Pulley (and to our Deputy Clerk to the Board Monique Hinton and to all County Clerks for the vital services they perform and their exemplary dedication to the county they represent.

Adopted this 6th day of May, 2024.

F. Approval of Resolution Formally Apologizing For Any Part An Elected or Appointed Official in Warren County Played in the 1921 Lynching of Plummer Bullock and Alfred Williams

On motion of Commissioner Hunt, seconded by Commissioner Powell, and duly carried by unanimous vote, the Resolution Formally Apologizing for Any Part an Elected Official or Appointed Official in Warren County Played in the 1921 Lynching of Plummer Bullock and Alfred Williams was approved.

6. COUNTY MANAGER'S UPDATE – Crystal Smith

A. Occupancy Tax Implementation

Community & Economic Development Director Charla Duncan provided an overview of the Occupancy Tax Implementation process.

B. Broadband Update

C. Warren County Schools Gap

Warren County Schools Superintendent Keith Sutton discussed the funding needed to proceed with the construction of a consolidated elementary school. The anticipated cost of the school is \$49 million. \$30 million in grant funds has been received, and \$12 million more has been applied for. The County has committed to \$2.1 million and a 5% match. Sutton stated they will need a total of \$9 million from the County. Construction should begin next year, with opening anticipated in fall of 2027

D. Retirement Recognition

Interim County Manager Crystal Smith recognized the retirement of Barbara Keeton of the Health Department and Willie Boone of the Sheriff's Office.

E. Trillium Update - Joy Futrell

Joy Futrell provided an update on Trillium. A Town Hall meeting was held on May 6, 2024 to discuss services with community members. They are currently working to find someone to work with Veterans and someone to work with Schools. Funding for the Deputy at the Health Department will continue.

7. FINANCE OFFICE – Nikki Dickerson

Consider Approval of Budget Amendment #5 (see attached) to the FY 2024 Budget Ordinance is being presented for approval. This amendment does the following:

Revenue:

- 1. Appropriates \$ 2,782 in the Emergency Management budget for Duke Race Cars Grant funds received.**
- 2. Appropriates \$ 1,000 in the Co-operative Extension budget for Ila McIlwain White Grant funds received for the Nitasha Kearney.**
- 3. Re-allocates previously budgeted funds from Economic Development for unspent Business Incentives to Board of Election for May 2024 second primary expenses in the amount of \$ 63,880.**

On motion of Commissioner Hunt, seconded by Commissioner Davis, and duly carried by unanimous vote, Budget Amendment #5 to the FY24 Budget Ordinance was approved.

**AMENDMENT TO THE WARREN COUNTY BUDGET ORDINANCE
2023-2024
Amendment No. 5**

Section 1 of the Warren County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Expenditures:	Line Item #	Amount
EMS Duke Race Cars	104370-526136	\$ 2,782
Co-Op Extension - Ila McIlwain White Grant	104950-523104	\$ 1,000
Elections - May 14 Second Primary	multiple	\$ 63,880
EDC - Business Incentives	104920-569940	\$ (63,880)
TOTAL		\$ 3,782

Increase/(Decrease) Revenues:	Line Item #	Amount
Co-Op Extension - Grant Revenue	100400-449550	\$ 1,000
EMS - Duke Race Cars Grant Revenue	100220-433017	\$ 2,782
TOTAL		\$ 3,782

This amendment:

- * This budget amendment recognizes funding from Ila McIlwain White Grant Revenue for Nitasha Kearney in Co-operative Extension and Duke Race Cars Grant Revenue For EMS.
- This budget amendment also moves previously budgeted funds from Economic Development Business Incentive funds unused for Glen Raven to the May 2024 second primary.

8. FOLLOW UP TO APRIL 17, 2024 WORK SESSION

A. Consider Approval of Phase II of Compensation Plan - Sierra Thomas, Human Resources Manager

On motion of Commissioner Davis, seconded by Commissioner Hunt, and duly carried by unanimous vote, Phase II of the Compensation Plan was approved with an effective date of July 1, 2024.

B. Fire Department Funding

Interim County Manager Crystal Smith stated that good information was provided at the May 1, 2024 Fire Association meeting. A committee will be formed to look into future funding for the Volunteer Fire Departments after the new fiscal year. Commissioner Davis stated that the request for FY25 is an additional \$166,000 so that all Departments can have a paid firefighter, and that if a Department doesn't want a paid firefighter then the money will stay with the County. Commissioner Hunt asked why departments that don't want a paid firefighter can't still get the money to use as they see fit.

C. Farmers Market - Crystal Smith, Interim County Manager

On motion of Commissioner Hunt, seconded by Commissioner Davis, and duly carried by unanimous vote, the agreement with The Wooten Company in the amount of \$293,050 for design and engineering work was approved.

D. Community Development Block Grant (CDBG) Neighborhood Revitalization Application - Charla Duncan, Community & Economic Development Director

On motion of Commissioner Hunt, seconded by Commissioner Powell, and duly carried by unanimous vote, the application to participate in Community Development Block Grant (CDBG) Neighborhood Revitalization was approved and Interim County Manager Crystal Smith was authorized to execute related documents.

9. ACTION ITEMS

A. Schedule Occupancy Tax Public Hearing for June 3, 2024 - Charla Duncan, Community & Economic Development Director

On motion of Commissioner Hunt, seconded by Commissioner Davis, and duly carried by unanimous vote, the Public Hearing for Occupancy Tax was set for June 3, 2024 at 6:00 p.m.

B. Consider Approval of Petition for Zoning Map Amendment: Warren County Parcel(s) B5 29, B5 101A, B5 30, B5 31, B5 32, B5 32A From Agriculture Residential (AR) to Light Industrial (LI) - David Wise, Planning/Zoning Director

On motion of Commissioner Davis, seconded by Commissioner Hunt, and duly carried by unanimous vote, the petition for Zoning Map Amendment to change parcels B5 29, B5 101A, B5 30, B5 31, B5 32, and B5 32A from Agriculture Residential to Light Industrial was approved.

C. Consider Approval of Petition for Zoning Map Amendment: Warren County Parcel K3C 155 A From Residential (R) to Lakeside Business (LB) - David Wise, Planning/Zoning Director

Commissioner Hunt made motion to table Item 9C until June 3, 2024. Motion failed due to a lack of a second.

D. Consider Approval of Resolution Declaring Surplus Property and Disposal Through Online Auction - Paula Pulley, Clerk to the Board

On motion of Commissioner Davis, seconded by Commissioner Hunt, and duly carried by unanimous vote, Resolution Declaring Surplus Property and Disposal Through Online Auction was approved.

E. Consider Approval of Change to the Board of Commissioners 2024 Meeting Schedule Moving the June 19, 2024 Work Session to June 26, 2024 - Paula Pulley, Clerk to the Board

On motion of Commissioner Davis, seconded by Commissioner Hunt, and duly carried by unanimous vote, the 2024 Board of Commissioners Meeting Schedule was amended moving the June 19, 2024 Work Session to June 26, 2024.

F. Consider Approval of Public Comment Policy for Board of Commissioners Meetings - Clerk to the Board Paula Pulley and County Attorney Shiekell Richardson

Commissioner Hunt made motion to approve the Public Comment Policy for Board of Commissioners Meetings. With no second, the motion failed.

10. BOARD, COMMITTEE, COMMISSION APPOINTMENTS AND RE-APPOINTMENTS

A. Consider Appointment of Charla Duncan as Economic Development Representative to the Kerr-Tar Workforce Development Board for a One-Year Term Beginning May 1, 2024 and Ending April 30, 2025

On motion of Commissioner Davis, seconded by Commissioner Powell, and duly carried by unanimous vote, Charla Duncan was appointed as Economic Development Representative to the Kerr-Tar Workforce Development Board for a one-year term beginning May 1, 2024 and ending April 30, 2024.

B. Consider Re-Appointment of Jeff Zimmer for a 3rd Three-Year Term on the Lake Gaston Weed Control Council Beginning May 1, 2024 and Ending April 30, 2027

Commissioner Davis made motion to re-appoint Jeff Zimmer to a 3rd three-year term on the Lake Gaston Weed Control Council. With no second, the motion failed.

C. Consider Approval of Appointment of Cathy Alston-Kearney as Member-At-Large (1st Term) on the Juvenile Crime Prevention Council (JCPC) for a Two-Year Term Ending April 30, 2026.

On motion of Commissioner Davis, seconded by Commissioner Powell, and duly carried by unanimous vote, Cathy Alston-Kearney was appointed to a first term as member-at-large to the Juvenile Crime Prevention Council for a two-year term ending April 30, 2026.

D. Consider Re-Appointment of Randall Robinson (2nd Term) and Julia Torain (2nd Term) to the Zoning Board of Adjustments With Three-Year Terms Beginning May 1, 2024 and Ending April 30, 2027

Commissioner Davis made motion to re-appoint Randall Robinson (2nd Term) and Julia Torrain (2nd Term) to the Zoning Board of Adjustments with three-year terms beginning May 1, 2024 and ending April 30, 2027. With no second, the motion failed.

11. BOARD OF COUNTY COMMISSIONERS' UPDATES

12. CLOSED SESSION IN ACCORDANCE WITH NCGS 143-318.11(a)(5) FOR PROPERTY ACQUISITION

On motion of Commissioner Hunt, seconded by Commissioner Powell, and duly carried by unanimous vote, the Closed Session was tabled until June 3, 2024.

13. ADJOURN May 6, 2024 BOARD MEETING

Paula Pulley, Clerk to the Board