



SUGGESTED AGENDA
Regular Meeting in the
Armory Civic Center
501 US Hwy 158 Business E., Warrenton, NC

6:00 PM
September 9, 2024

Call to Order Regular Meeting – Chairman or Designee
Moment of Silence & Pledge

Regular Meeting Agenda

1. PUBLIC HEARING

Petition for the following Zoning Map Amendment. Warren County Parcel Map #K3C 154 from (LB) Lakeside Business to (NB) Neighborhood Business

- A. Comments From Staff
- B. Citizen Comments on Zoning Map Amendment
- C. Close Public Hearing

2. ADOPT SUGGESTED AGENDA

Conflict of Interest Disclosure Statement

“Members of the Warren County Board of Commissioners are advised, hereby, of their duty under the State Government Ethics Act to avoid conflicts of interest and the appearance of such conflict; and, further, are instructed to refrain from participating in any matter coming before this Board of County Commissioners with respect to which there is a conflict of interest or appearance of such conflict”.

- In accordance with the State Government Ethics Act, it is the duty of every Board member to avoid both conflicts of interest and appearances of conflict.
- Does any Board member have any known conflict of interest or appearance of conflict with respect to any matter coming before this Board today?
- If so, please identify the conflict and refrain from any undue participation in the particular matter involved.

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.

Time set aside to allow individuals to address the Board of Commissioners on issues of concern pertaining to the County.

4. CONSENT AGENDA

- A. Consider Approval of Minutes of August 5, 2024 Regular Meeting, August 20, 2024 Special Meeting, August 21, 2024 Special Meeting, August 21, 2024 Work Session, August 27, 2024 Special Meeting and August 30, 2024 Recessed Meeting.
- B. Tax Collector's Report for July 2024 Presented for Board's Information in Accordance with NCGS 105-350 - Tax Administrator John Preston
- C. Tax Release Requests (over/under \$100) in Accordance with NCGS 105-381 "Taxpayer's Remedies" as Information Only - Tax Administrator John Preston
- D. Approval of Proclamation Declaring September 2024 as Warren County Preparedness Month
- E. Approval of National Suicide Prevention Awareness Month Proclamation

5. PRESENTATIONS

- A. Trillium Annual Report
- B. Broadband Updates from Service Providers

6. COUNTY MANAGER'S UPDATE – Crystal Smith

- A. Memorandum of Understanding with the Warren County Historical Museum
- B. Citizens Advisory Committee Discussions

7. ACTION ITEMS

- A. Review Statement of Interest Forms for the Warren County Tourism Development Authority (TDA) and Appoint Members to Serve - Charla Duncan, Community & Economic Development Director
- B. Consider Approval of Request for Zoning Map Amendment for Parcel Map #K3C 154 from Lakeside Business (LB) to Neighborhood Business (NB) - Mark Bloomer, Planning and Zoning Director
- C. Vance Granville Community College Transportation Training Hub Update and Additional Requests - Charla Duncan, Community & Economic Development Director
- D. Completing Access to Broadband (CAB) Grant Round 2 - Charla Duncan, Community & Economic Development Director

8. BOARDS/COMMITTEES/COMMISSIONS APPOINTMENTS AND RE-APPOINTMENTS

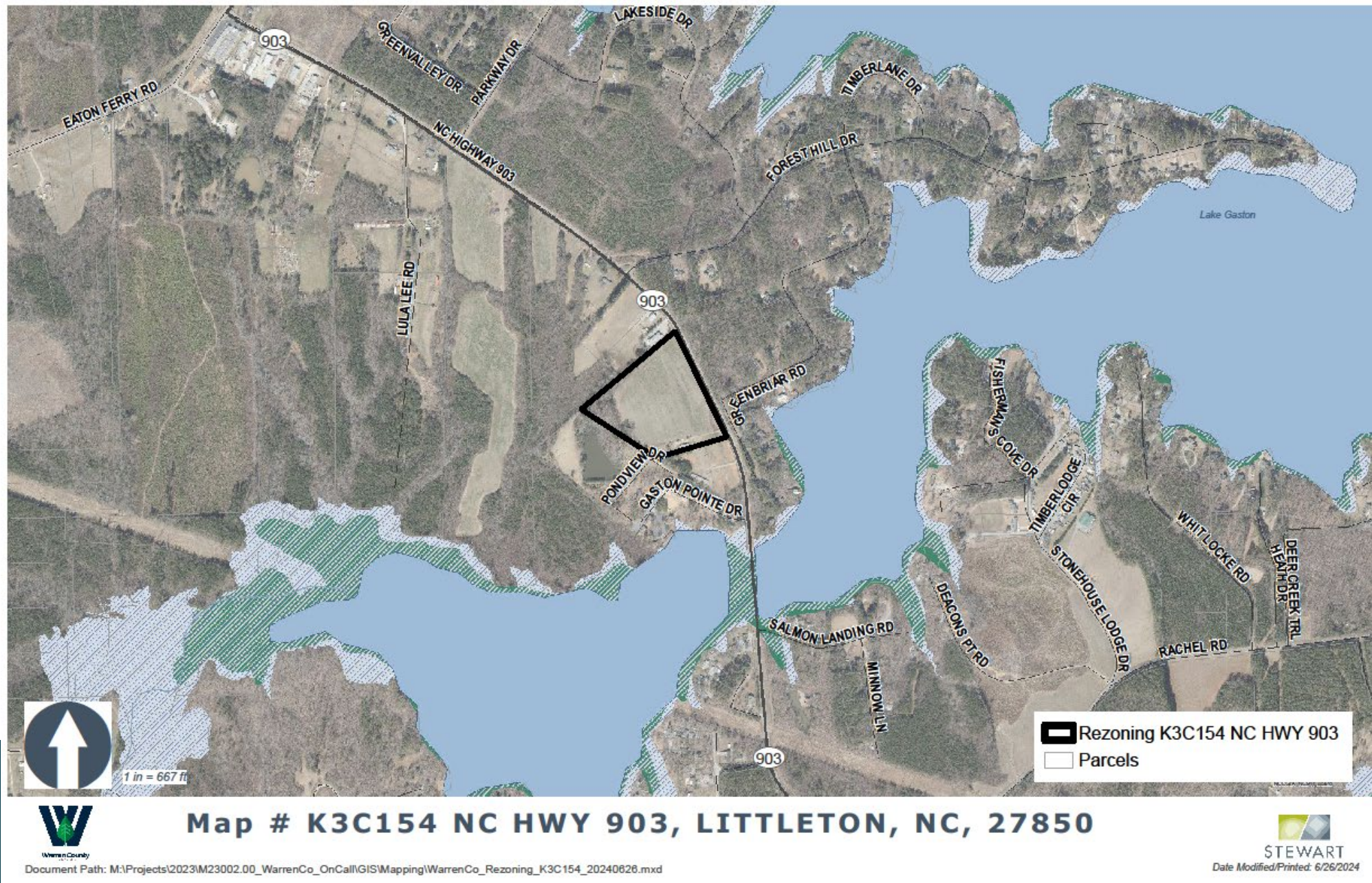
- A. Consider Re-appointment of Angelena Kearney Dunlap, Brady Martin, and Jim Whitley to the Research Triangle Regional Partnership (RTRP) Board for FY25 with Angelena Kearney Dunlap serving on the Executive RTRP Board - Charla Duncan, Community & Economic Development Director

9. BOARD OF COUNTY COMMISSIONERS' UPDATES

**10. CLOSED SESSION IN ACCORDANCE WITH NCGS 143-318.11(a)(5) FOR
PROPERTY ACQUISITION AND PERSONNEL MATTERS**

**11. CONSIDER APPROVAL OF LAND PURCHASE FOR EMS SATELLITE STATION
#4**

12. ADJOURN September 9, 2024 BOARD MEETING



Rezoning – 1327 NC HWY 903 South

Map Number: K3C154

Existing Conditions

Owner/Applicant

Owner: Jason Clyde Myrick – 10315 HWY 158 Littleton NC 27850

Applicant: Stephen Morris – Current lease holder of property

Existing Zoning

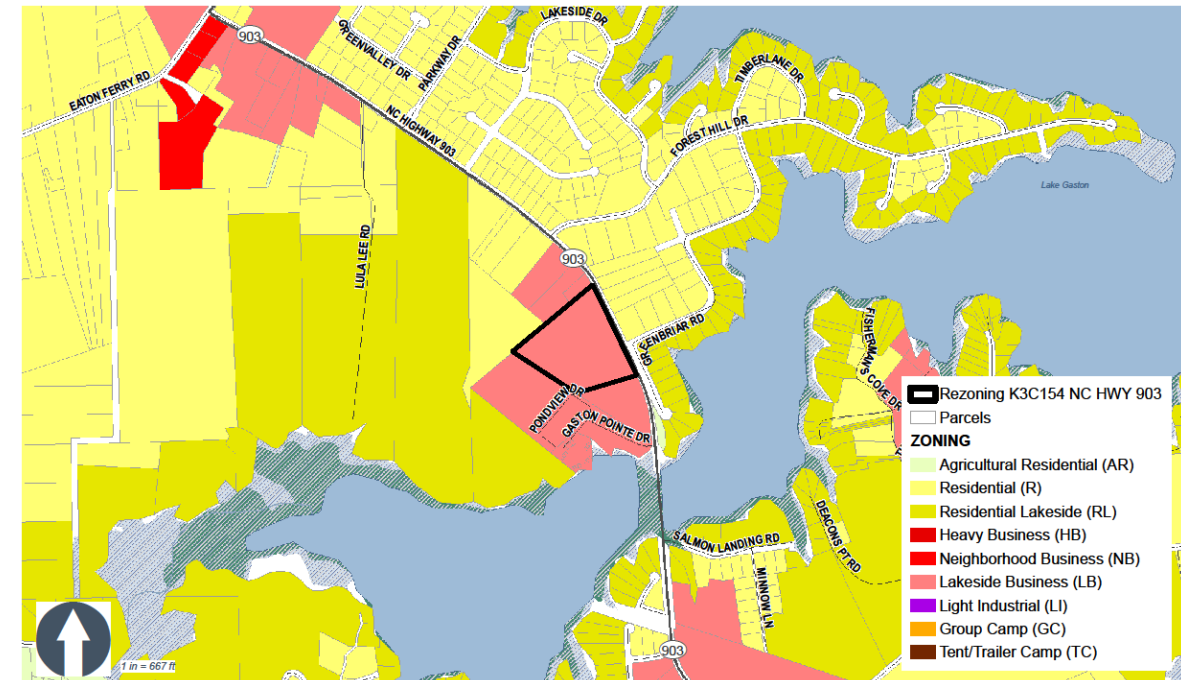
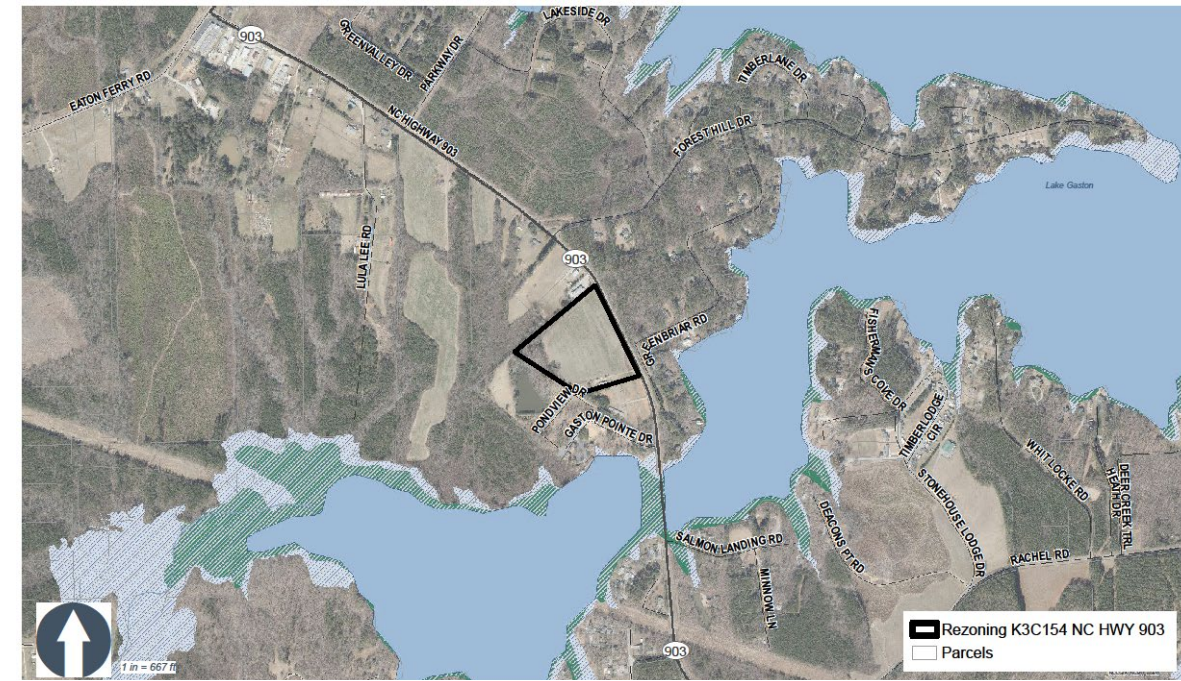
Lakeside Business District (LB) - This district is established to promote low-density business development around Lake Gaston and Kerr Lake while protecting the environment.

Existing Use

The current use on this parcel is bona fide farm and Boat sales new/used, includes repairs, parts, and sales.

Acreage

14.54 acres across three parcels



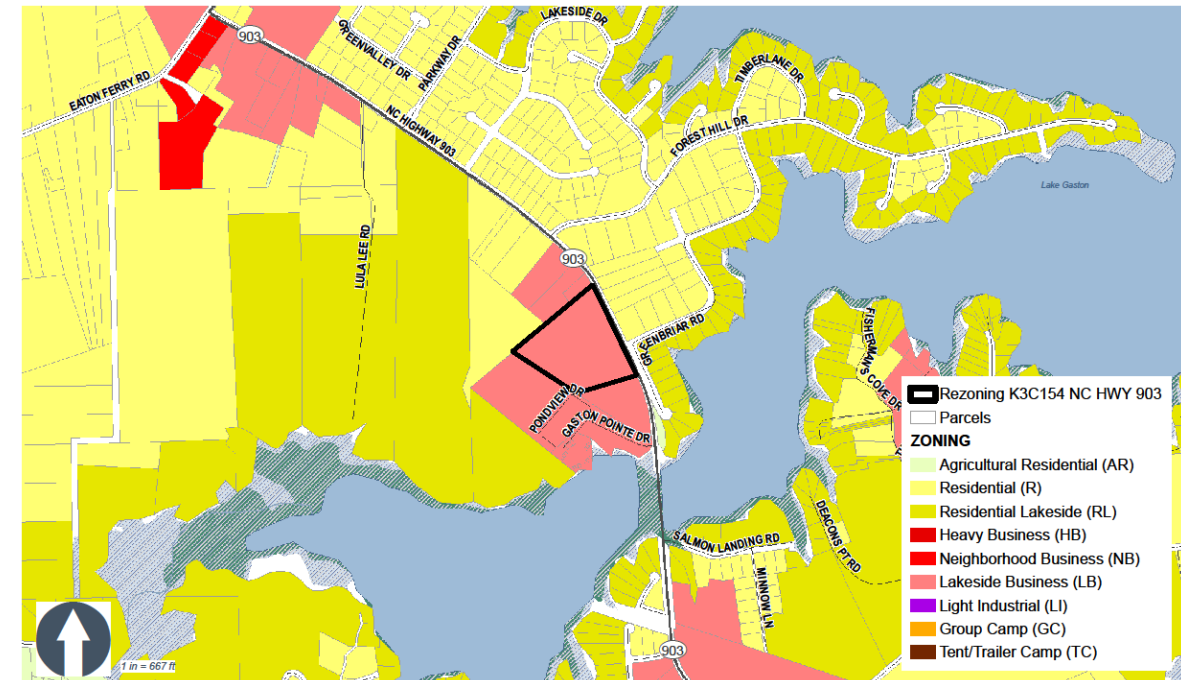
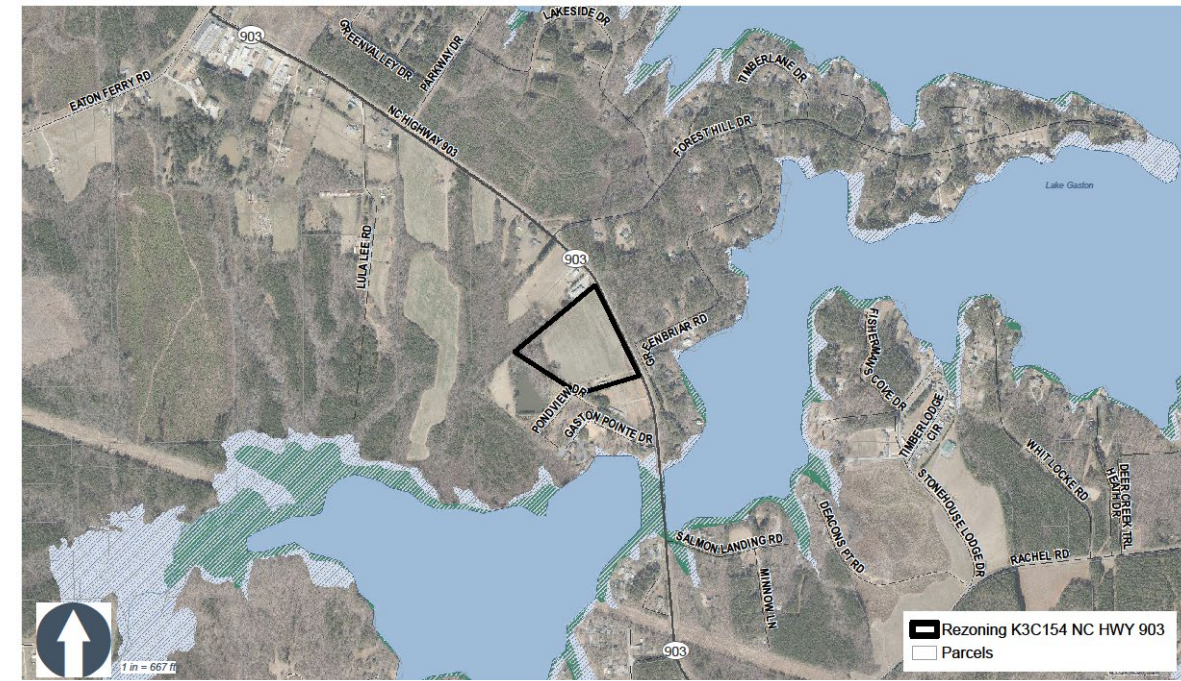
Proposed Rezoning

Proposed Zoning District

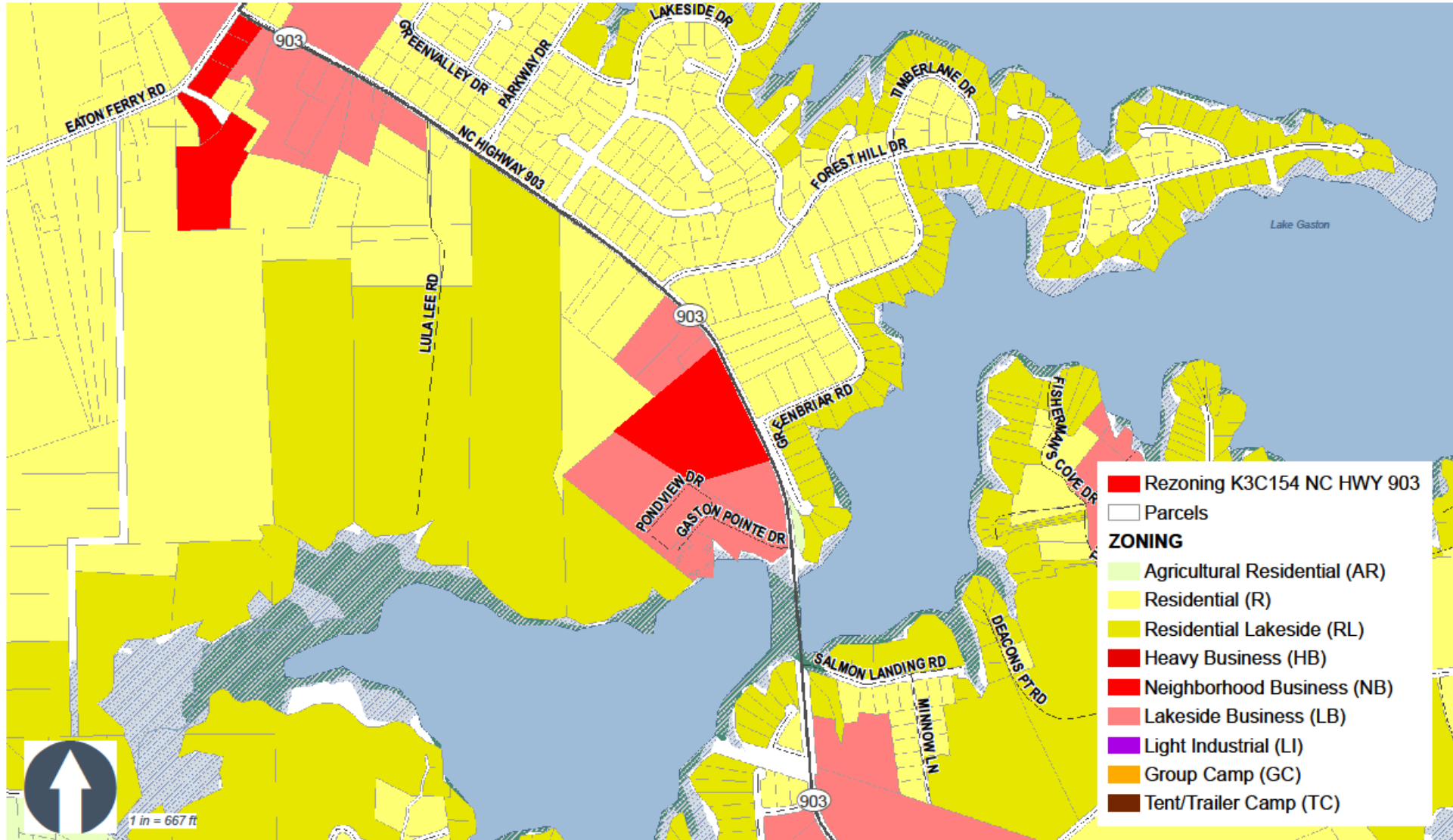
Neighborhood Business District (NB)

This district is established to provide commercial development compatible with the surrounding communities.

- Min. Lot Size – 1 Acre (43,560 sf)
- Min. Lot Width – 100 ft
- Min. Lot Depth – 200 ft
- Front Setback – 50 ft
- Side Setback – 35 ft (Corner - 50 ft)
- Rear Setback – 50 ft
- Max. Building Height – 55 ft



Proposed Rezoning – if approved.



Map # K3C154 NC HWY 903, LITTLETON, NC, 27850



Proposed Use

Proposed Uses

Automobile sales new/used, includes repair and parts – Permitted within the requested rezoning Neighborhood Business District

Boat sales new/used, includes repairs, parts, and sales – Permitted within the requested rezoning Neighborhood Business District

USES	IOD	AR	RL	R	GC	TC	LB	NB	HB	LI	HI	NOTES PER DISTRICT
Automobile sales new/used, includes repair and parts	P	X	X	X	X	X	X	P	P	P	P	
Boat sales new/used, includes repairs, parts, and sales	P	X	X	X	X	X	P	P	P	P	P	

Supported Goals from the 2022 Comprehensive Development Plan

LUH - 1: Plan for a development pattern that follows the Future Land Use Map.

LUH – 1.2: Review development proposals for their consistency with the Future Land Use Map, Character Areas and other policy recommendations in this plan.

ED – 1: With guidance from the Future Land Use Map, identify and encourage rezoning of properties that are appropriate for industrial and commercial development.

ED – 1.1: Encourage rezonings for commercial and mixed-use development in and near Neighborhood Centers and Commercial Mixed-Use areas on the Future Land Use Map.

Other Relevant Goals from the 2022 Comprehensive Development Plan

LUH - 5: Maintain and update basic design standards for Lake Gaston and Kerr Lake development.

LUH – 5.2: Reduce the visual impacts of new large-scale commercial activities while providing flexibility for innovative design.

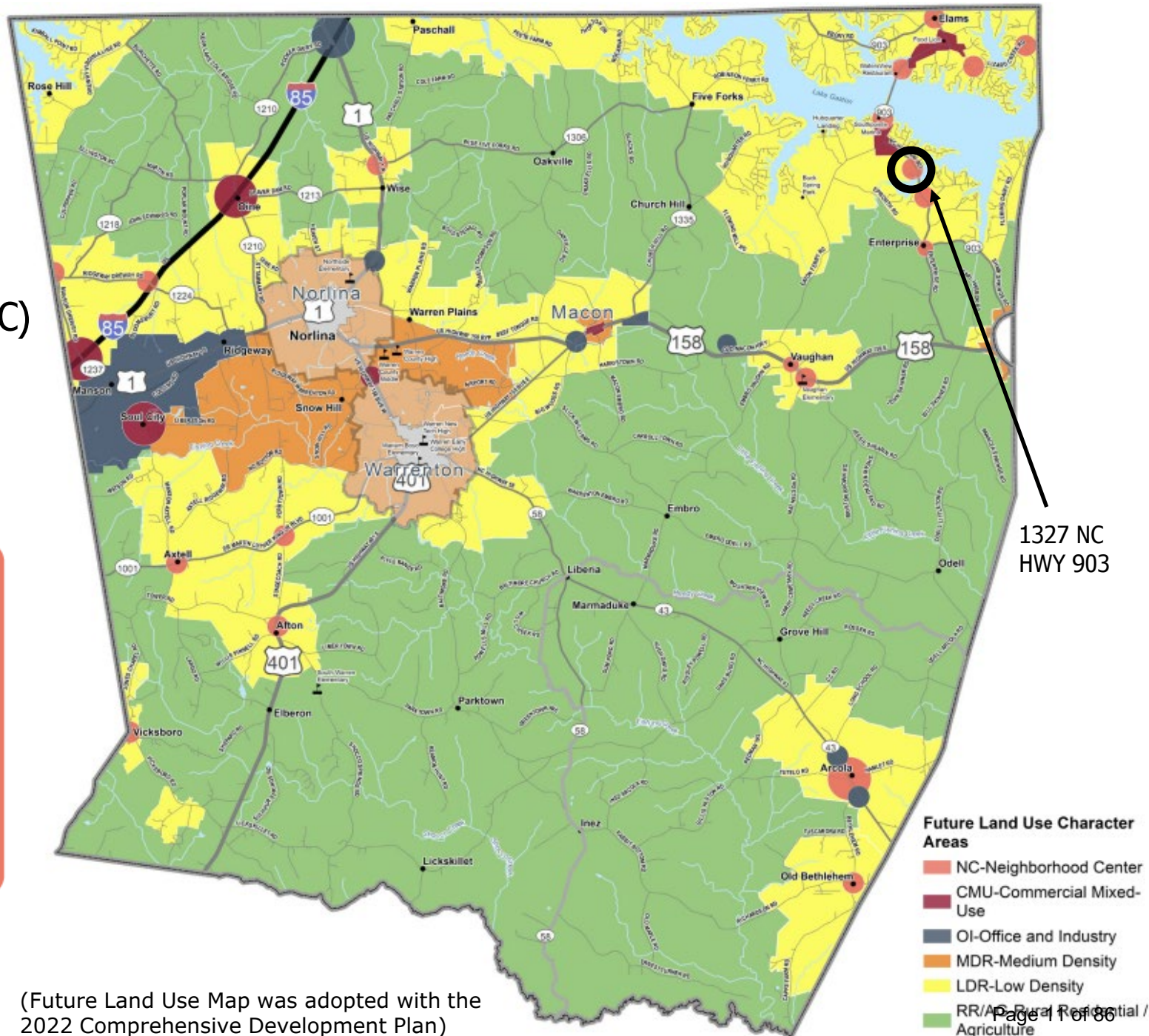
Future Land Use Map

1327 NC HWY 903
(Map# K3C154)

Falls within the Neighborhood Center (NC) character area as shown and described with the Future Land Use Map.

NC: Neighborhood Center

The NC Character Area includes concentrations of commercial and institutional uses and a mix of residential uses. It may include a variety of businesses, generally with smaller building footprints. Vehicular access and parking is needed, however pedestrian connections between facilities and surrounding neighborhoods should be encouraged. Small businesses or an institutional facility with regular visitors, such as a school, post office, library, or church, may serve as an anchor for NC areas. Buildings and sites should be designed to ensure new development is in keeping with the character of the area.



(Future Land Use Map was adopted with the 2022 Comprehensive Development Plan)

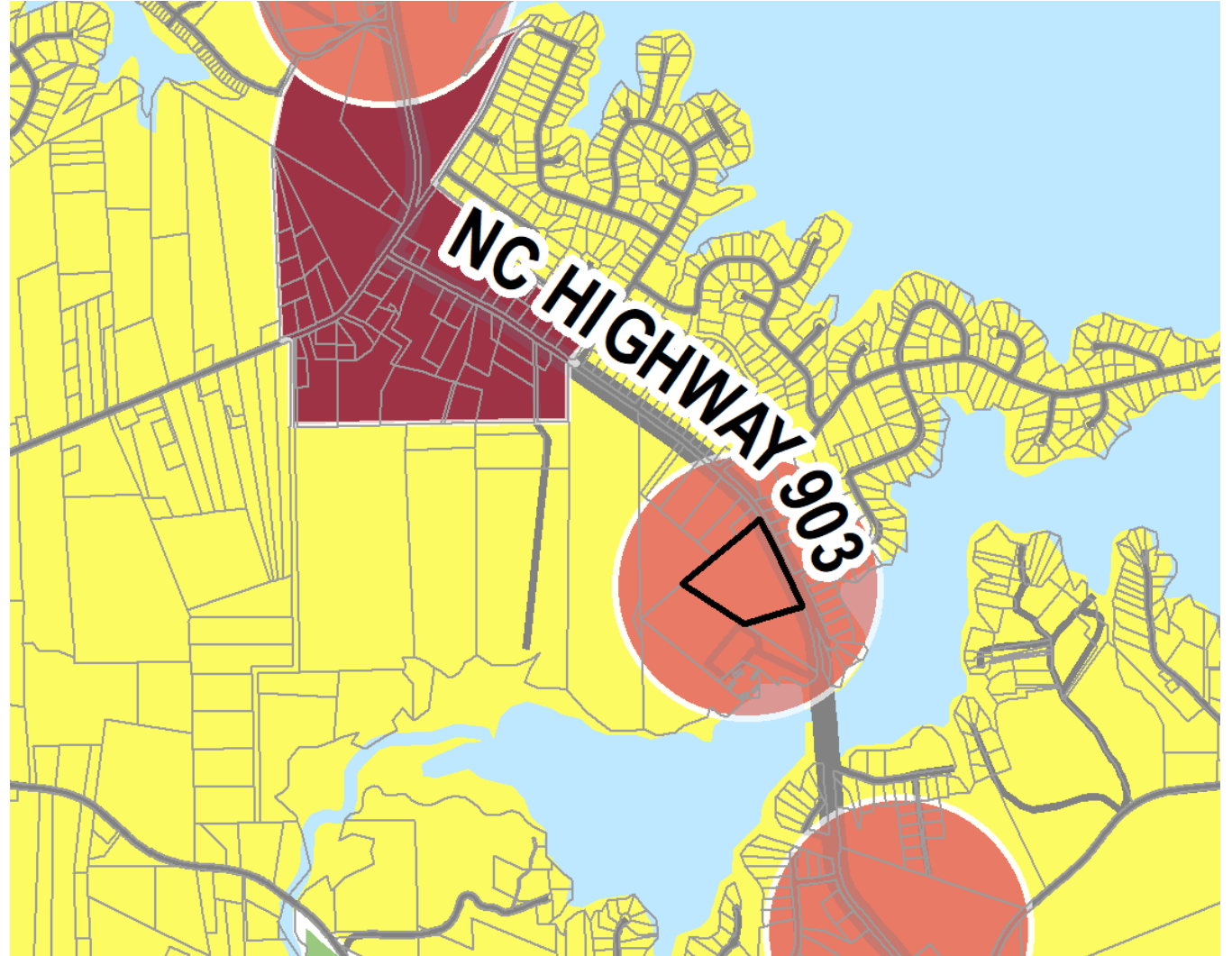
Future Land Use Map (In Detail)

**1327 NC HWY 903
(Map# K3C154)**

Falls within the Neighborhood Center (NC) character area as shown and described with the Future Land Use Map.

NC: Neighborhood Center

The NC Character Area includes concentrations of commercial and institutional uses and a mix of residential uses. It may include a variety of businesses, generally with smaller building footprints. Vehicular access and parking is needed, however pedestrian connections between facilities and surrounding neighborhoods should be encouraged. Small businesses or an institutional facility with regular visitors, such as a school, post office, library, or church, may serve as an anchor for NC areas. Buildings and sites should be designed to ensure new development is in keeping with the character of the area.



What is/is this “spot zoning”?

Definition

A zoning ordinance, or amendment, which singles out and reclassifies a relatively small tract owned by a single person and surrounded by a much larger area uniformly zoned, so as to impose upon the smaller tract greater restrictions than those imposed upon the larger area, or so as to relieve the small tract from restrictions to which the rest of the area is subjected, is called “spot zoning.”

[Blades, 280 N.C. at 549, 187 S.E.2d at 45.]

Factors in Validity

- Size of Tract
 - Consider tract/parcel size in context to the surrounding area
- Compatibility with Plan
 - Does the rezoning fit into the larger planning context for the community?
 - Comprehensive Development Plan
 - Future Land Use Map
 - Availability of Services (e.g., water, sewer, roads, rail)
- Balancing Benefits and Detriments
- Relationship of Uses
 - The greater the disparity of uses, the higher likelihood of spot zoning

Planning Board Decision – July 2nd, 2024

The Warren County Planning Board voted 4-1 to adopt a statement of consistency with the County's Future Land Use Plan, and to recommend approval of the rezoning proposal.

County Commissioners Decision

Questions, discussion, motion to recommend approval or denial, or motion to table.

Per State Statutes, please advise and comment on whether proposed action is or is not consistent with any comprehensive or land-use plan that has been adopted and any other officially adopted plan that is applicable.

Consistency Statement Options

Planning Board finds this petition to be **consistent** with the Comprehensive Development Plan and makes a motion to recommend approval for the petition as submitted.

Planning Board finds this petition to be **inconsistent** with the Comprehensive Development Plan and makes a motion to recommend denial for the petition as submitted.



Warren County Planning & Zoning Office

Zoning Case No. 02-24

PETITION FOR REZONING:

A. Property information and request:

Deed reference: Deed date 1/29/2018 Acreage: 14.54 Tax Map No. K3C154
Existing Zoning District: Lake side business Proposed Zoning District: Neighborhood business
Proposed Use: Automotive & marine sales & service

* NOTE : A detailed site plan must accompany the petition.

B. Legal description of property involved:

1. Metes and bounds: _____

2. Attach map of property

C. Name(s) of property owners: Jason Clyde Myrick

D. Statement of Justification: (one or both)

1. How would amendment correct obvious error in the current zoning map? MARINE Repair Allowed
Automotive Repair not allowed
Allow repair & sales of Automotive and MARINE vehicles

2. How would changed conditions in area justify the requested amendment? _____
Automotive service and sales allowed in neighborhood business district

Staff consultation was held with (list staff name) and list date of consultation: _____

Becca Mountz 6/20/24

E. Location of site: 1327 903 South Littleton N.C. 27850

Owner's name & contact information: Jay Myrick 252-308-2887

Applicant's name & contact information: STEPHEN MORRIS boatnut@yahoo.com 410-456-5891

Applicant's signature certifies the accuracy of the above completed information:

Stephen Morris

Date: 6/20/24

Becca Mountz

From: nursekellyjo@yahoo.com
Sent: Saturday, June 22, 2024 9:57 AM
To: Becca Mountz
Subject: Re: Steve Morris

You don't often get email from nursekellyjo@yahoo.com. [Learn why this is important](#)

Sure thing!
381 Hawks Road
Norlina, NC 27563

[Sent from Yahoo Mail for iPhone](#)

On Saturday, June 22, 2024, 8:51 AM, Becca Mountz <bmountz@stewartinc.com> wrote:

Good morning Kelly,

Thank you for your letter of support. I will make sure that it is included in the rezoning petition documents.

Could you please provide your address so that I can verify you are a resident of Warren County? Thank you so much!

Get [Outlook for iOS](#)

Becca Mountz
Planner
Community Planning

STEWART

[Connect with us. We value your feedback.](#)

Direct 919.866.4785
Office 919.380.8750

Visit us at www.stewartinc.com

From: nursekellyjo@yahoo.com <nursekellyjo@yahoo.com>
Sent: Saturday, June 22, 2024 5:51:16 AM
To: Becca Mountz <bmountz@stewartinc.com>
Subject: Steve Morris

You don't often get email from nursekellyjo@yahoo.com. [Learn why this is important](#)

Good morning,

I wanted to share and voice the need for the BMW mechanic, Steve Morris in the area of Warren County/Lake Gaston. It is truly convenient to have this expertise at our finger tips. Living in this rural area is beautiful and peaceful, but commuting so far away to get repairs becomes a burden. We hope you will consider having this resource in our area, as it is truly a need!

Thank you,
Kelly Harmon

[Sent from Yahoo Mail for iPhone](#)



Board of Commissioners Regular Meeting

August 5, 2024

MINUTES

1. ADOPT SUGGESTED AGENDA

On motion of Commissioner Hunt, seconded by Commissioner Powell, and duly carried by unanimous vote, the Suggested Agenda, with the removal of Item 4D, was approved.

2. PRESENTATION

A. FY23 Audit Presentation - Winston, Williams, Creech, Evans, and Company

Jennifer Reese of Winston, Williams, Creech, Evans and Company provided the FY23 Audit Presentation. The FY23 Audit is available on the Warren County website.

3. CITIZEN COMMENTS - REGULAR BOARD MEETING

There were no Citizens Comments.

4. CONSENT AGENDA

A. Tax Collector's Report for June 2024 Presented for Board's Information in Accordance with NCGS 105-350 - Tax Administrator John Preston

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

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

On motion of Commissioner Hunt, seconded by Commissioner Davis, and duly carried by unanimous vote, the Tax Releases were approved as presented.

C. Consider Approval of the Minutes of the July 1, 2024 Regular Meeting

On motion of Commissioner Hunt, seconded by Commissioners Davis, and duly carried by unanimous vote, the Minutes of the July 1, 2024 Regular Meeting were approved.

D. North Carolina County Caucus Resolution Supporting Guilford County's Complaint for a Declaratory Judgement and Motion for a Temporary Restraining Order for Specific Portions of Session Law 2024-34

This item removed from the agenda.

E. Approval of Resolution Appointing Map Review Officers

On motion of Commissioner Hunt, seconded by Commissioner Davis, and duly carried by unanimous vote, the Resolution Appointing Map Review Officers was approved.

F. Approval of Resolution Proclaiming September 2024 as Natural Resources Appreciation Month in Warren County

On motion of Commissioner Hunt, seconded by Commissioner Davis, and duly carried by unanimous vote, the Resolution Proclaiming September as Natural Resources Appreciation Month in Warren County was approved.

5. COUNTY MANAGER'S UPDATE – Crystal Smith

A. EMS 24/72 Schedule Update

Interim County Manager Crystal Smith stated updates are being made to the 24/72 Schedule Policy. More information will be available at a later date.

B. Consider Approval of Opioid Grant Funding Recommendations - Dr. Margaret Brake, Health

Director

On motion of Commissioner Davis, seconded by Commissioner Baker, and duly carried by unanimous vote, the Opioid Grant Funding Recommendations were approved.

C. Lead for NC Fellow Update

Interim County Manager Crystal Smith introduced Lead for NC Fellow, Hannah Jones. Ms. Jones will be assisting with various projects during her time with Warren County.

D. Waste Water Treatment Plant Update

Interim County Manager Crystal Smith stated a meeting is scheduled with Town of Warrenton and Town of Norlina to discuss the Waste Water Treatment Plant agreement.

E. Introduction of Planning/Zoning Director Mark Bloomer

Interim County Manager Crystal Smith introduced the new Planning/Zoning Director, Mark Bloomer. Mr. Bloomer began working with Warren County on August 1, 2024.

F. Needs-Based Public Schools Capital Funds Update

Interim County Manager Crystal Smith announced that an extra \$12 million in Needs-Based Public Schools Funds has been awarded for the Elementary School Project.

G. Lottery Capital Funding Update

Interim County Manager Crystal Smith and Dr. Carrington of Warren County Schools gave an update on funds needed for repairs to the roof of Warren County Middle School.

6. ACTION ITEMS**A. Updated Rules & Regulations for new Security Deposit - Public Utilities - Eric St. Sing**

On motion of Commissioner Hunt, seconded by Commissioner Baker, and duly carried by unanimous vote, the Rules and Regulations for Warren County Public Utilities were approved.

B. Approve Warren County Community and Economic Development's application for an Environmental Protection Agency (EPA) Brownfields Assessment Grant for \$500,000 following the Warren County Grants Policy - Charla Duncan, Community & Economic Development Director

On motion of Commissioner Davis, seconded by Commissioner Baker, and duly carried by unanimous vote, the application for an Environmental Protection Agency (EPA) Brownfields Assessment Grant for \$500,000 was approved.

C. Consider Request from Warren County Environmental Action Team to Partner with Warren County Health Department on EPA Community Change Grant Application for Site Location and Development of Center of Environmental Excellence with WCEAT as the Lead Applicant, and to Add South Warren Elementary School to the Brownfields Assessment if Grant Funds are Available

Bill Kearney of the Warren County Environmental Action Team approached the Board with a request to partner with Warren County on an application for the EPA Community Change Grant. Kearney will discuss with the WCEAT the exact projects they wish to fund and come back to the County with more information.

D. Consider Request from Democracy Green for Partnership with Warren County on EPA Community Change Grant Application for Lead Testing and Replacement of Water Pipes with Warren County as the Lead Applicant

Democracy Green stated they have already applied for the EPA Community Change Grant and no longer need a partnership with the County.

E. Approve Warren County Community and Economic Development's application for an Environmental Protection Agency (EPA) Community Change Grant for up to \$20,000,000 (no local match required) following the Warren County Grants Policy - Charla Duncan, Community & Economic Development Director

On motion of Commissioner Davis, seconded by Commissioner Hunt, and duly carried by unanimous vote, Warren County Community & Economic Development's application for EPA Community Change Grant up to \$20,000,000 with no local match was approved.

F. Approve Warren County Community and Economic Development's application for a Great Trails State Program grant for \$100,000 (with a \$25,000 local match) following the Warren County Grants Policy - Charla Duncan, Community & Economic Development Director

On motion of Commissioner Hunt, seconded by Commissioner Davis, and duly carried by unanimous vote, the Great Trails State Program Grant Application for \$100,000 with a \$25,000 local match was approved.

G. Consider Approval of Purchase of a Chevrolet Silverado for the Warren County Sheriff's Office in an Amount Not to Exceed \$51,328.00 from Modern Chevrolet Under the North Carolina Sheriff's Association Contract - Sheriff John Branche

On motion of Commissioner Davis, seconded by Commissioner Hunt, and duly carried by unanimous vote, the purchase of a Chevrolet Silverado for the Warren County Sheriff's Office in an amount not to exceed \$51,328 from Modern Chevrolet under North Carolina Sheriff's Association Contract was approved.

H. Consider Approval of Purchase of Two Ford Explorers for the Warren County Sheriff's Office in an Amount Not to Exceed \$83,045.60 from Capital Ford Under the North Carolina Sheriff's Association Contract - Sheriff John Branche

On motion of Commissioner Davies, seconded by Commissioner Baker, and duly carried by unanimous vote, the purchase of two Ford Explorers for the Warren County Sheriff's Office in an amount not to exceed \$83,045.60 from Capital Ford under the North Carolina Sheriff's Association Contract was approved.

I. Consider Approval of the School Resource Officer Memorandum of Understanding with Warren County Schools Beginning July 1, 2024 and Ending June 30, 2027

On motion of Commissioner Davis, seconded by Commissioner Hunt, and duly carried by unanimous vote, the School Resource Officer Memorandum of Understanding with Warren County Schools beginning July 1, 2024 and ending June 30, 2027 was approved.

J. Consider Approval of Contract with Warren County Schools for School Resource Officers Beginning July 17, 2024 and Ending June 30, 2025 in a Total Amount Not to Exceed \$190,000

On motion of Commissioner Davis, seconded by Commissioner Hunt, and duly carried by unanimous vote, the Warren County School Resource Officers contract with Warren County Schools in an amount not to exceed \$190,000 was approved.

K. Consider Approval of Amended Warren County Memorial Library Board of Trustees By-Laws - Tanika Alston, Library Director

On motion of Commissioner Davis, seconded by Commissioner Powell, and duly carried by unanimous vote, the amended by-laws of the Warren County Memorial Library Board of Trustees were approved.

L. Consider Approval of Resolution Declaring Items Surplus and Authorizing Disposal Through Online Auction

On motion of Commissioner Davis, seconded by Commissioner Powell, and duly carried by unanimous vote, the Resolution Declaring Items Surplus and Authorizing Disposal Through Online Auction was approved.

M. Consider Approval of Contract Between North Carolina Department of Agriculture and Consumer Services, North Carolina Forest Service, and Warren County in the Amount of \$161,274.00 and Authorize Interim County Manager to Execute Documents.

On motion of Commissioner Davis, seconded by Commissioner Hunt, and duly carried by unanimous vote, the contract between North Carolina Department of Agriculture and Consumer Services, North Carolina Forest Service, and Warren County in the amount of \$161,274 was approved and Interim County Manager was authorized to execute related documents.

N. Consider Approval of Contracts for Fire Service With the Following Fire Departments:

Afton Elberon VFD - \$29,500	Arcola VFD - \$29,500	Churchill Five Forks VFD - \$34,500	Cokesbury VFD - \$5,500
Drewry VFD - \$34,500	Ebony VFD -	Epsom VFD - \$2,500	Hawtree VFD - \$29,500
Inez VFD - \$27,000	Lake Gaston VFD -	Littleton VFD - \$8,500	Longbridge VFD -

	\$10,500		\$27,500
Macon VFD - \$27,000	Norlina VFD - \$32,500	Palmer Springs VFD - \$2,500	Ridgeway VFD - \$29,500
Roanoke-Wildwood VFD - \$30,500	Soul City VFD - \$29,500	Warrenton Rural VFD - \$33,000	

On motion of Commissioner Hunt, seconded by Commissioner Davis, and duly carried by unanimous vote, the contracts for Fire Service were approved as presented.

O. Consider Approval of Paid Firefighter Contracts with 10 Volunteer Fire Departments in the Amount of \$33,333.34 Each

On motion of Commissioner Baker, seconded by Commissioner Powell, and duly carried by unanimous vote, Paid Firefighter Contracts with 10 Volunteer Fire Departments in the amount of \$33,333.34 each were approved.

P. Consider Approval of Master Agreement and Rental Schedule for Stryker Equipment for Emergency Medical Services (EMS) in the Amount of \$326,795.05 Per Year for 10 Years for a Total Contract Amount of \$3,267,950.58.

On motion of Commissioner Davis, seconded by Commissioner Baker, and duly carried by unanimous vote, the Master Agreement and Rental Schedule with Stryker Equipment for Emergency Medical Services (EMS) in the amount of \$326,795.05 per year for 10 years, for a total contract amount of \$3,267,950.58, was approved.

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

A. Consider Approval of Appointments of Lisa Jordan-Ellis (First Term) and Liannndra Davis (First Term) to the Warren County Memorial Library Board of Trustees for Three-Year Terms Beginning July 1, 2024 and Ending June 30, 2027 as Recommended by the Board of Trustees

On motion of Commissioner Baker, seconded by Commissioner Powell, and duly carried by unanimous vote, Lisa Jordan-Ellis (first term) and Liannndra Davis (first term) were appointed to the Warren County Memorial Library Board of Trustees for three-year terms beginning July 1, 2024 and ending June 30, 2027.

8. BOARD OF COUNTY COMMISSIONERS' UPDATES

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

On motion of Commissioner Baker, seconded by Commissioner Hunt, and duly carried by unanimous vote, the Board entered Closed Session in accordance with NCGS 143-318.11(a)(5) for Property Acquisition.

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

10. ADJOURN August 5, 2024 BOARD MEETING

With no further business to discuss, the August 5, 2024 Board of Commissioners Meeting was adjourned.

Paula Pulley, Clerk to the Board



Board of Commissioners Regular Meeting

August 20, 2024

MINUTES

1. ADOPT SUGGESTED AGENDA

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

2. CLOSED SESSION IN ACCORDANCE WITH NCGS 143-318.11(a)(6) FOR PERSONNEL MATTERS RELATED TO SELECTION OF A WARREN COUNTY MANAGER

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

3. RETURN TO OPEN SESSION

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

4. ADJOURN August 20, 2024 BOARD MEETING

With no further business, the meeting was adjourned.

Paula Pulley, Clerk to the Board



Board of Commissioners Regular Meeting

August 21, 2024

MINUTES

1. ADOPT SUGGESTED AGENDA

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

2. CLOSED SESSION IN ACCORDANCE WITH NCGS 143-318.11(a)(6) FOR PERSONNEL MATTERS RELATED TO THE SELECTION OF A WARREN COUNTY MANAGER

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

3. RETURN TO OPEN SESSION

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

4. ADJOURN August 21, 2024 BOARD MEETING

Paula Pulley, Clerk to the Board



Board of Commissioners Regular Meeting

August 21, 2024

MINUTES

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. DISCUSSION ITEMS

A. Presentation from KARTS - Randy Cantor

Randy Cantor provided information on KARTS services and costs associated.

B. Consider Approval of Resolution to Approve Lease-Purchases of Activity Buses for Warren County Schools

On motion of Commissioner Davis, seconded by Commissioner Baker, and duly carried by unanimous vote, the Resolution to Approve Lease-Purchase of Activity Buses for Warren County Schools was approved.

C. Consider Approval of Eaton's Ferry Sewer Extension Project Ordinance in the Amount of \$400,000.00

On motion of Commissioner Davis, seconded by Commissioner Baker, and duly carried by unanimous vote, the Eaton's Ferry Sewer Extension Project Ordinance in the amount of \$400,000 was approved.

D. Consider Approval of Bridge 126 Project Ordinance in the Amount of \$1,043,112.00

On motion of Commissioner Davis, seconded by Commissioner Baker, and duly carried by unanimous vote, the Bridge 126 Project Ordinance in the amount of \$1,043,112 was approved.

3. ADJOURN August 21, 2024 BOARD MEETING

With no further business to discuss, the Work Session was adjourned.

Paula Pulley, Clerk to the Board



Board of Commissioners Special Meeting

August 27, 2024

MINUTES

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. CLOSED SESSION IN ACCORDANCE WITH NCGS 143-318.11(a)(6) FOR PERSONNEL MATTERS RELATED TO SELECTION OF A WARREN COUNTY MANAGER

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

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

On motion of Commissioner Davis, seconded by Commissioner Hunt, and duly carried by unanimous vote, the Special Meeting was recessed until 10:00 a.m. on Friday, August 30, 2024.

On Friday, August 30, 2024 at 10:00 a.m. the Board reconvened.

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

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

3. ADJOURN August 27, 2024 BOARD MEETING

With no further business, the meeting was adjourned.

Paula Pulley, Clerk to the Board

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

2024-2025

Current Year Collections

Tax Year	Charge	Collected in July	Collected to Date	Balance Outstanding	Percentage Collected
July 2024 FY 25	\$20,746,472	\$157,444	\$157,444	\$20,589,028	0.76
July 2023 FY 24	\$21,081,786	\$153,198	\$153,198	\$20,928,588	0.73

Delinquent Collections

2023	\$436,619	\$42,209	\$42,209	\$394,410	9.67
2022	210,139	6,266	6,266	\$203,873	2.98
2021	137,196	2,228	2,228	\$134,968	1.62
2020	110,463	857	857	\$109,606	0.78
2019	131,187	444	444	\$130,743	0.34
2018	81,458	292	292	\$81,166	0.36
2017	81,422	378	378	\$81,044	0.46
2016	61,332	364	364	\$60,968	0.59
2015	5,123	11	11	\$51,812	0.02
2014	43,832	7	7	\$43,825	0.02
Total Delinquent Years	\$1,298,771	\$53,056	\$53,056	\$1,292,415	

Other July Receipts

County Penalties

Landfill User Fees

Municipalities

Fire District Taxes

Advance Taxes

\$	6,562	\$	6,562
\$	11,025	\$	11,025
\$	3,736	\$	3,736
\$	4,432	\$	4,432
\$	-	\$	-

JULY GRAND TOTAL

\$389,453	\$389,453
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John Preston, Tax Administrator

8/13/2024

John Preston, Tax Administrator

Over \$100

9/9/2024

CO MGR INITIALS: _____ Date: _____

ERROR CORRECTION RELEASES:

ALSTON TANIKA TERRELL	2024	52485 F9-22G	23710 \$	225.76	INCORRECT ACREAGE
BALL CARLA B	2024	52185 C3-68A	21749 \$	245.43	PP SW & DECK WAS REMOVED IN 2022
BASS WILLIAMS K	2024	28164-300 L4A-49-9X	887 \$	220.92	DOUBLE BILLED
BOWES DEBORAH W HEIRS	2024	03931-302 D4-6	13019 \$	779.75	DWELLING UNLIVABLE
CHARETTE SUZANNE ELIZABETH	2024	40305-201	29130 \$	194.67	BOAT SOLD 2021
DEERE CREDIT INC	2024	03834-203	27636 \$	332.97	DOUBLE BILLED
DUNSTON ROBERT S & ALICE	2024	12413-300 G6-3	5339 \$	446.44	EXMP NOT APPLIED
HUNDLEY DANYLU P & WALTER E	2024	52981 E439A2	19246 \$	1,625.55	2024 SPLIT CORRECTION
JOHNSON JAMES	2024	49196 F12E20	25954 \$	462.79	BIS ERROR ON DEP/OVERASSESSED
JNOX ROB	2024	235	28356 \$	985.15	BIS ERROR ON DEP/OVERASSESSED
MEADOWS NICOLAS W & KENDRA L	2024	41265-300	27896 \$	202.80	BOAT SOLD 2023
PERNELL APRIL WALKER	2024	52907 E2-125-A2	13050 \$	457.99	BILLED INCORRECTLY
PERNELL APRIL WALKER	2024	52907 E2-126	13069 \$	1,253.41	BILLED INCORRECTLY
PERRY MARTHA	2024	41551-900 D10-42B-1X	26623 \$	354.66	VALUE INCORRECT/NO PUV/LHDW ONLY
PETERS CHRISTOPHER	2024	205	28343 \$	560.55	BIS ERROR ON DEP/OVERASSESSED
SCHNURR MARK	2024	42102.2	28511 \$	739.50	BIS ERROR ON DEP/OVERASSESSED
STOLZE JAMES W & GOLDMAN LEORA	2024	53280 G6-8	9076 \$	537.00	EXMP WAS APPLIED TO PROP
WALKER & HAWKS	2024	52908 E2-125A	13070 \$	152.77	BILLED INCORRECTLY
WATKINS BRETT	2024	258	28369 \$	357.00	BT MOVED TO CHATHAM CO 2023
WILLIAMS JOSEPH	2024	32378-300 L4A-26D	16662 \$	165.75	BIS ERROR ON DEP/OVERASSESSED

TOTAL ERROR CORRECTIONS:

\$ 10,300.86

LANDFILL USER FEE RELEASES:

FORK GUN CLUB	2024	49958	3544 \$	150.00	NO LFUF
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SUB-TOTAL LFUF RELEASES:

\$ 150.00

SUB-TOTAL CORRECTION RELEASES:

\$ 10,300.86

Total Releases

\$ 10,450.86

Under \$100

9/9/2024

CO MGR INITIALS: _____ Date: _____

ERROR CORRECTION RELEASES:

<u>NAME</u>	<u>Year</u>	<u>ACCT#</u>	<u>MAP #</u>	<u>RECORD #</u>	<u>AMOUNT</u>	<u>REASON</u>
DONCOM ROSE R	2024	41748-200		28598	\$ 22.31	BOAT SOLD 2022
FINCH SHIRLEY R	2024	14311-300		26800	\$ 2.69	JUNKED UNTAGGED PP VEHICLE
KNELSON ROBERT	2024	737-200		28622	\$ 19.65	EXP NOT APPLIED
MCELROY GERARD	2024		947	28756	\$ 29.92	BOAT SOLD 2023
OBYRNE DANIEL	2024	41784-201	D6-46	29158	\$ 76.95	BIS DEP ERROR/OVERASSESSED
PYRCH REBECCA PAGE	2024	51277-200		29034	\$ 30.69	BOAT MOVED TO WAKE CO IN 2023
RILEY JESSICA CORWIN	2024	42350-300		28438	\$ 41.20	SOLD BOAT IN 2023
SMITH THOMAS & SANDRA	2024	05652-302		28079	\$ 23.14	BOATS MOVED OUT OF STATE
SOLARI WILLIAM J & SYLVIA A	2024	38110-301		27624	\$ 11.16	DOUBLE BILLED
WALKER & HAWKS	2024	52908 E2-127		13062	\$ 68.92	BILLED INCORRECTLY

SUB-TOTAL ERROR CORRECTIONS:

\$ 326.63

WARREN COUNTY PREPAREDNESS MONTH 2024

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 2023 the state experienced 24 tornado touchdowns, 139 flood incidents and 844 severe thunderstorms with damaging wind and hail; and

WHEREAS, last year the National Weather Service in North Carolina issued 51 tornado warnings, 751 severe thunderstorm warnings, and 106 flash flood warnings; 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 Straight Line Wind Storm which resulted in major damage; and

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, the Warren County Board of Commissioners do hereby proclaim the month of September 2024, 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.

Jennifer Pierce, Chair
Warren County Board of Commissioners

ATTEST:

Paula Pulley, Clerk to the Board

National Suicide Prevention Awareness Month Proclamation

WHEREAS; September is recognized as National Suicide Prevention Awareness Month, the proclamation was created to raise the visibility of mental health and proactive suicide prevention resources in our community, to share a message of hope and healing, and to recognize that everyone has a role to play in preventing suicide; and

WHEREAS; suicide affects people regardless of age, gender, or background. According to the CDC, suicide is the 2nd leading cause of death for ages 10-24 and 24-34 with more than 49,000 people dying by suicide annually in the United States (2022); and

WHEREAS; with each individual death by suicide having a far-reaching direct impact on family members, friends, service members, and social media connections we can assume that everyone has been impacted by suicide; and

WHEREAS; the Warren County is no different than any other community in the country, and chooses to publicly state and place our full support behind educators, mental health professionals, coaches, community leaders, first responders, and parents as partners in supporting our community; and

WHEREAS; national, state and local organizations like the Substance Abuse and Mental Health Services Administration (SAMSHA), NC Department of Health and Human Services, Trillium Health Resources, Holt Assessment Services, Warren County Health Department and Integrated Family Services continue to raise awareness and provide education and training to support suicide-safe communities.

WHEREAS; help and support are available 24/7 via phone call, text, or chat from the 988 Suicide Crisis Lifeline dial or text 9-8-8 and be connected to a crisis center or chat at 988lifeline.org- for people struggling with depression or suicidal thoughts, and for anyone who is concerned about a loved one or simply someone they know; and

WHEREAS; Warren County Government continues to support:

1. Services provided to the community by our community partners to offer resources and referrals to community members in need of mental health support;
2. The implementation of evidenced-based suicide prevention programs, such as the Mental Health First Aid, that teaches participants the symptoms of depression, signs of suicide, and the importance of telling a trusted adult;
3. Ongoing professional learning for all staff to identify and respond to at-risk community members or clients and the continued implementation of evidence-based suicide screening tools by trained staff in crisis;
4. Partnerships with professional organizations and community agencies,
5. Efforts to develop resiliency, protective factors, and other social-emotional competencies; and
6. Strategies to engage community members as partners in effective prevention; and

WHEREAS; we encourage all staff, families, and community members to recognize the power of connection and support. You can bring hope for brighter days by reaching out. You are not alone.

NOW, THEREFORE, be it resolved that the Warren County Board of County Commissioners do hereby proclaim the month of September 2024, as National Suicide Prevention Awareness Month in Warren County, North Carolina.

Margaret Brake, Warren County Health Department Health Director



Trillium Health Resources Annual Report for Warren County



Medicaid Legislative Changes

- ✿ Original date to go live with Tailored Plan was July 1, 2022
 - Delayed over the past 2 years
- ✿ NC General Assembly took steps to help ensure Tailored Plans can go live and be successful.
 - Changed number of Tailored Plans from 6 to 4 or 5 (there were 6 LME/MCOs)
 - Increased Minimum Population to 1.5 Million
 - Gave Secretary of Health and Humans Services Authority to make changes to LME/MCO structure to ensure Tailored Plans Go Live
 - Go Live Date July 1, 2024

Consolidation

- 11/01/23: NC DHHS Secretarial Directive issued
- 12/15/23: Consolidation Agreement approved by Trillium & Eastpointe
- 12/18/23: Consolidation Agreement approved by NC DHHS Secretary Kinsley
- 01/01/24 Consolidation Effective Date for operations
- 02/01/24 Consolidation Effective Date for Members & Providers

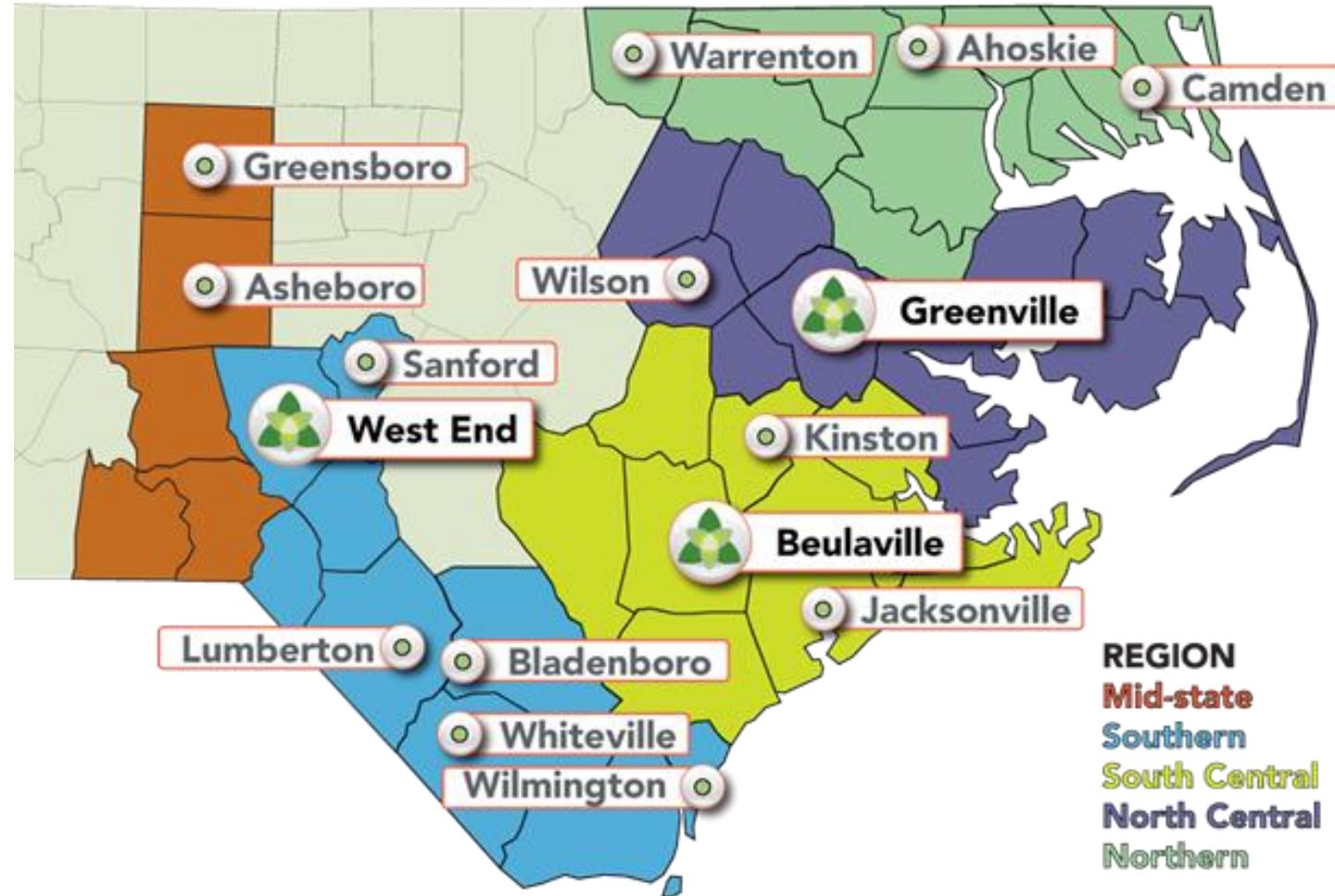


Regional Model



Includes:

- Regional Vice President for each area
- Regional Advisory Board (RAB) with 2 members per county
 - Commissioner Bertadean Baker
 - Dr. Margaret F. Brake, Warren County Health Director
- Regional Consumer and Family Advisory Committee



- ✿ 46 County Catchment Area

- ✿ Total Population of 3,164,129
 - 51,000 Tailored Plan Members
 - 163,000 Medicaid Direct Members
 - 287,000 Uninsured Members

Warren County Update

FY 2022-2023

Funding Source	FY 22-23 Claims Paid	Distinct Members Served
Medicaid	\$6,859,386	293
State	\$429,625	79
Total	\$7,289,383	372

Tailored Plan

- ✿ For Members who have severe behavioral health, Substance Use Disorder, and I/DD Population
- ✿ Will be Managing Whole Person Care
 - Behavioral Health Services
 - Physical Health Care
 - Pharmacy Benefits
- ✿ Most Individuals, even those with mild to moderate behavioral health needs are now managed under Standard Plans and have been since July 2021
 - Amerihealth Caritas NC
 - Blue Cross Blue Shield of NC
 - UnitedHealthcare of NC
 - WellCare of NC
 - Carolina Complete Health- covers regions 3, 4 and 5

Projects & Training

- 🌱 Summits
- 🌱 Crisis Intervention Training
- 🌱 Mental Health First Aid
- 🌱 Value Based Purchasing
- 🌱 Re-Entry Simulations



- Build strong relationships with local agencies.
 - Trillium works with county departments, nonprofits, and community-based organizations.
 - Community Liaison Coordinators work with a variety of child, family and adult stakeholders

Director of Community Engagement and Empowerment

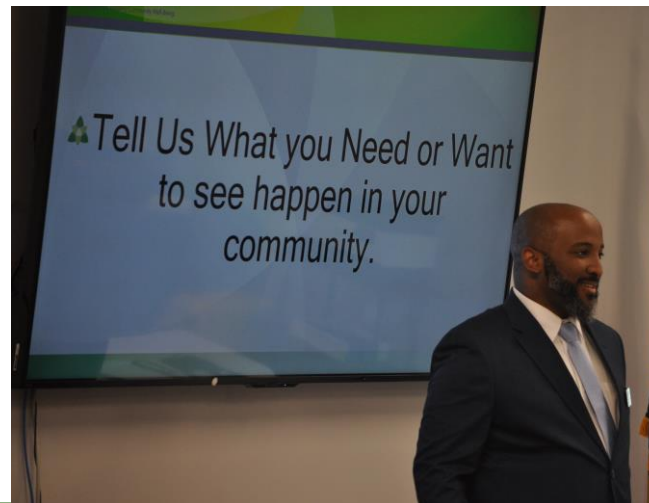
Terrell Alston, MBA

Terrell.Alston@trilliumnc.org

Community Liaison Coordinator

Annette Daugherty

Annette.Daugherty@trilliumnc.org





Member & Recipient Services Line: [1-877-685-2415](tel:1-877-685-2415) (Monday-Saturday 7am-6pm)
Behavioral Health Crisis Line: [1-888-302-0738](tel:1-888-302-0738) (24/7/365)

Please visit www.trilliumhealthresources.org/consolidation for more information about the consolidation.

Like and follow us on Facebook, Instagram, and X!

Facebook: [Trillium Health Resources](#)

Facebook: [Trillium Direct Connect for Recovery](#)

Facebook: [Trillium Direct Connect for Enrichment](#)

Instagram: [@TrilliumHealthResources](#) Instagram

X: [@TrilliumNC](#) X



To: Warren County Board of Commissioners

Through: Crystal Smith, Interim County Manager

From: Charla Duncan, Community & Economic Development Director

Re: MOU with the Warren County Historical Museum

Background

On January 14, 2022, Warren County entered into a lease-purchase memorandum of Understanding (MOU) with the Warren County Historical Museum (WCHM) involving the historic Warren County jail at 185 E. Macon St, Warrenton, which the county owns. This MOU as approved by the Warren County Board of Commissioners at their December 6, 2021 meeting.

In the existing MOU, the WCHM is leasing the property from the county for five years; at the end of that five-year period, ownership of the property will go to WCHM.

In April 2024 as a two-year check-in on the progress of the project, the Warren County interim county manager, county attorney, and director of community and economic development met with members of the WCHM. A healthy discussion was had about the challenges that WCHM has faced in securing funding for the renovations so far.

In an effort to ensure the property is salvaged and the best possible efforts are made to apply for grant funding, staff and WCHM members discussed a possible new partnership to bring before the commissioners. See recommendation below for consideration.

Information on the property: The original building was constructed in the mid-late 1800s. The building has a slab foundation and brick exterior. The addition to the building was constructed in 1947. The site is 20,150 square feet (.481 acres); the building is 5,052 square feet. It is zoned as C-1 Downtown Business District and is located within the historic district of the Town of Warrenton, which is on the National Historic Register. An appraisal was done on the property in October 2020 by Ross Appraisals. At that time, the property was appraised at \$60,000 (as is). County jail operations at this site ceased in 1992.

2022 Comprehensive Development Plan Alignment

Economic Development Goal 3: Prioritize infrastructure and service enhancements to areas with economic development opportunities.

Economic Development Goal 6: Support efforts to encourage redevelopment and revitalization.

Cultural and Natural Resources 2: Promote and protect County’s historic resources
Cultural and Natural Resources 4: Celebrate and support cultural activities and the arts.

2021-2024 Strategic Plan Alignment

Strategy 3.2: Increase countywide tax base annually through economic and community development activities

Fiscal Impact

Should the board of commissioners choose to dissolve the existing MOU with the WCHM, the county would again become responsible for the physical condition of the building. An urgent need has arisen in the last year; the roof has collapsed into the building and the interior is exposed to the elements. A temporary solution to weatherize the building will be needed.

The county has not pursued any recent cost estimates for renovations. The latest cost estimate was provided to the Town of Warrenton through the town’s Brownfields program; they requested an asbestos and lead paint removal cost estimate in 2022 which was project to be \$135,000 (+/- 20%).

Recommendation

The WCHM leadership and county staff are proposing the dissolution of the existing MOU with WCHM. A new scenario is proposed where the county will retain ownership of the building with the understanding that the WCHM will enter into a lease agreement with the county to use the space as a museum. With the retention of ownership, the county will assign staff to pursue public and private funding to renovate the site. At a minimum, the county will pursue funding to get the building stable and inhabitable.

The county’s focus in this proposal is solely on the structural stability of the building and renovating the site for future use. In this proposed pathway forward, the county would allow the WCHM to upfit the interior of the building to meet your needs as a museum space, within reason and at the expense of the WCHM.

Warren County is not in a position to create and operate a museum in this space; however, the county could partner (as appropriate and as approved in accordance with the county’s grants policy) on any possible grant funding for the interior of the building and buildout of the museum as long as the building remains under the ownership of Warren County. Any organizational operations for the WCHM would be the sole responsibility of the WCHM.

Staff are seeking guidance from the board of commissioners on how to proceed. If a new scenario is to be pursued, staff will bring back draft documents at a future meeting for review.

**MEMORANDUM OF UNDERSTANDING FOR
LEASE-PURCHASE AGREEMENT**

Between

WARREN COUNTY

And

BOARD OF DIRECTORS of WARREN COUNTY HISTORICAL MUSEUM, Inc.

I. PARTIES

This Memorandum of Understanding (MOU) is to memorialize the agreement between Warren County, North Carolina, ("County") and the Warren County Historical Museum, Inc. ("WCHM"), a North Carolina not-for-profit corporation with respect to the LEASE-PURCHASE AGREEMENT for certain property owned by the County.

II. AGREEMENT AND PURPOSE

The parties agree, in accordance with the proposal presented to the Warren County Board of Commissioners on October 8, 2021, to enter into a lease/purchase agreement for property owned by Warren County, to wit the building and lot located at 201 East Macon Street (Corner of East Macon and Bragg Streets), Warrenton, NC, (Book and Page, Warren County Registry—to be determined by County) and referred to herein as the "Old Jail." The parties intend for the property to be preserved and made suitable to house, manage, and operate a historical museum dedicated to promoting and preserving the history and culture of Warren County for the benefit of the people of North Carolina.

III. LEASE TERM, LEASE PAYMENTS, AND CONVEYANCE IN FEE SIMPLE

1. Lease Terms: The term of this Agreement shall begin on the date of executing the agreement and shall terminate five years after the date of execution, unless sooner or later terminated.
2. Lease Payments: WCHM shall pay to the County the sum of \$5 in lease payment, payable over a period of five years as follows: One Dollar (\$1.00) per year for five years.
3. Conveyance in Fee Simple: At the end of the lease term, the County shall convey the Old Jail to WCHM by General Warranty in fee simple.

IV. DUTIES AND RESPONSIBILITIES OF THE PARTIES

The parties agree to partner for the purpose of preserving and restoring the Old Jail at

its current location as a showcase of the history and culture of Warren County and Warren County's role in the history of the State of North Carolina.

WCHM AGREES TO:

1. Form a nonprofit corporation (501c3).
2. Seek funding by submitting funding proposals to various public and private entities or individuals for the restoration of the Old Jail, in accordance with the Warren County Historic Preservation Commission's guidelines. The County may, but is not required to, join in such funding proposals.
3. Assume all responsibility for building operating costs, to include but not be limited to:
 - a. Utilities: telephone, water/sewer, electrical, gas, cable, Internet accessibility fees, etc.;
 - b. Housekeeping services, including dusting, window cleaning, trash removal/disposal, and carpet/floor cleaning; and
 - c. Routine building upkeep and maintenance: minor plumbing repairs, HVAC Unit servicing (including monthly filter replacement), light bulb replacement, etc.
4. Be responsible for major building system repairs and/or replacements: handicap accessibility, HVAC system, electrical, roofing, hot water closet, exterior building maintenance, etc.
5. Develop, implement, and continue to improve the strategic organizational plan to sustain operations of WCHM, consistent with the proposal.
6. Prior to occupying the Old Jail, WCHM shall obtain adequate renters' insurance against claims for personal property damage and/or bodily injury which may occur in, on, or about the Old Jail property. Said insurance:
 - a. shall be obtained by WCHM at its own expense from a State of North Carolina licensed insurance carrier.
 - b. shall name the County as an additional insured on the Certificate of Insurance for the first five years (during the lease agreement); and

- c. shall remain in effect throughout the entire duration of this AGREEMENT (including any extensions hereof) or the tenancy of WCHM in the Old Jail, whichever is longer.

THE COUNTY AGREES TO:

1. Maintain and keep in force public liability and property insurance against claims for bodily injury, death, or damage to property occurring in, on, or about the Old Jail at all times during the period of this Agreement, at its own expense.
2. Convey the Old Jail to WCHM by General Warranty in fee simple at the end of the lease term.
3. Release any federal and/or state funding received that can be designated for use in and benefit for the museum project to WCHM.

V. TERMINATION

This Agreement shall be deemed to be terminated if there is a material breach of Duties and Responsibilities of either party. This Agreement shall be void if WCHM fails to use the Old Jail for any purpose other than for the purposes stated in this Agreement. Upon termination of this Agreement, the County shall be entitled to immediate possession of the property.

VI. INDEMNIFICATION

WCHM shall indemnify and save County harmless from and against any and all claims, actions, damages, liability and expense in connection with loss of life, personal injury and/or damage to property arising out of WCHM anticipated and planned use of the premises or any part thereof, occasioned wholly or in part by any act or omission of WCHM, its agents, employees, and/or invitees.

VII. ASSIGNMENT

During the lease agreement period, WCHM shall not lease or sublet any part of the Old Jail property without the express written consent of the County.

VIII. KEY AGENCY CONTACTS & NOTICE

Vincent Jones, Warren County Manager, his designee, or successor, will be County's key agency contact for this AGREEMENT. All required notice should be directed to:

Vincent Jones, Warren County Manager
P.O. Box 619
602 W. Ridgeway St
Warrenton, NC 27589
P: (252) 257-3115; F: (252) 257-5971

Rev. Dr. Deloris L. Jerman, Chair, WCHM, her designee, or successor, will be WCHM's key agency contact for this AGREEMENT. All required notice should be directed to:

Rev. Dr. Deloris L. Jerman, Chair, WCHM
P.O. Box 604
Warrenton, NC 23789
P: (919) 606-0987

These individuals are responsible for ensuring the conduct of the activities and responsibilities required of and by the parties to this AGREEMENT.

IX. GOVERNING LAW. The Agreement shall be governed by the laws of the State of North Carolina.

X. ACKNOWLEDGMENT.

Each Party acknowledges and agrees that he/she/it has read this Memorandum in its entirety and by their signature below, the Parties represent:

- a. that this Memorandum is a fair and accurate rendering of the Parties' understanding and agreement;
- b. that each has had the opportunity to discuss this Agreement with their respective attorneys, and;
- c. that they have the authority to sign in their individual and/or official capacity and to bind their respective corporate entity.

WARREN COUNTY, NORTH CAROLINA

By: *Vincent Jones for Jones*
Vincent Jones, County Manager

1/14/2022
Date

WARREN COUNTY HISTORICAL MUSEUM, Inc.

By: *Deloris L. Jerman*
Rev. Dr. Deloris L. Jerman, Chair

1/14/2022
Date

Witness: *Pamela Riley*

1-14-2022

Witness: *Sheila N. T.*

Date
1-14-2022
Date

WARREN COUNTY HISTORICAL MUSEUM
201 E. Macon Street Post Office Box 601
Warrenton, North Carolina 27589

Rev. Dr. Deloris L. Jerman, President
Sandra Lovely, Secretary
Rev. Dr. Mark Wethington
Rev. Calvin Jones



Dr. Cosmos George, Vice President
Daymond Milam, Treasurer
Rev. Mary Somerville
Henry Durham

August 12, 2024

Mrs. Jennifer Jordan Pierce, Chair, Warren County Board of Commissioners
Ms. Crystal Smith, Interim Warren County Manager
602 W. Ridgeway Street
Warrenton, NC 27589

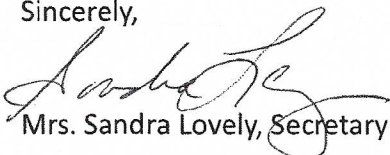
Dear Warren County Officials:

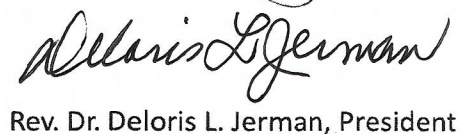
Thank you for your response to our request to reset the terms of our agreement. The Board of Directors of WCHM, Inc. agrees with the terms outlined in your letter dated August 1, 2024, and is ready to move forward with the dissolution of the existing MOU and the drafting of a new agreement.

The Board is grateful for the willingness of the County to retain ownership of the building, offer capital support to stabilize and renovate the building (at a minimum), and enter into a lease agreement with WCHM, Inc. With this support, we can focus on plans to create a museum that preserves our history, educates the public, and uses technology to broaden access. The presentation of an authentic and perceptive understanding of Warren County history offers our community and state a place where our diverse history is both embraced and kept sacred.

Again, thank you for your kind consideration in this matter. We look forward to hearing from you soon.

Sincerely,


Mrs. Sandra Lovely, Secretary


Rev. Dr. Deloris L. Jerman, President

WARREN COUNTY HISTORICAL MUSEUM, Inc.
Annual Report 2024
(Covering 2021 – Present)

Brief Project Description

WCHM, Inc. seeks to convert the old Warren County jail into a historical museum that preserves and showcases the unique and rich history of the county by bringing communities together to celebrate a collective heritage. The vision, mission, and goals are included in the strategic plan.

Historic Asset History and Significance: Making the Case for Why We Need the Museum

The old jail, located at 185 E. Macon St., Warrenton, NC, is composed of three buildings. The original building, built in 1868, is a two-story block building. The two-story addition was constructed in 1947. Joining the original building to the left are the dining room and kitchen.

The old jail is designated as a historic landmark that features the Modernist influence in its flat roof and minimal ornamentation. According to Warren County Tax Office, the old jail has a tax value of \$58,053.00. An opinion of value, provided by a NC licensed real estate broker, estimates its value to be \$75,000.00.

The museum will house exhibits on the first and second floors. On the first floor, plans include space for an office, a novelty shop, and a conference room. Bathrooms and elevator are on each floor. The facility will be handicap accessible and offer free parking. To maintain the authenticity of the original purpose of the jail, one cell/partial cell will remain in place as an exhibit.

The old jail holds great site significance to African American history and culture. It sits on land previously owned by African Americans. Its preservation will provide a place for education and telling untold history that spans more than 100 years. For example, in 1921, two Black men, Alfred Williams and Plummer Bullock, tried to return rotten apples purchased from a white merchant in Norlina, NC. A later confrontation turned violent and 18 Black men were arrested. One man, Matthew Bullock, escaped and fled to Canada. A mob arrived at the Warren County jail and pulled Alfred and Plummer out of their cell, carried them a short distance, and lynched them. The other men, known as the Norlina 16, were taken to the state penitentiary, and subjected to hard labor while awaiting trial. Half were set free, and half were sent to the chain gang. On March 29, 2022, history was made for Warren County when President Joe Biden signed the Emmett Till Antilynching Bill into law. The Dyer Bill, as it was initially called, was first introduced to Congress in 1918, but failed to pass in the House. In 1922, interest rekindled, largely due to Mr. Matthew Bullock's extradition case. Bullock successfully fought extradition to the United States. For the next 100 years, the Dyer Bill was debated, filibustered, tabled, and modified until 2022.

In the 1980s, Gov. Jim Hunt ordered the dumping of toxic PCB materials in a landfill in Warren County, one of the state's poorest counties, and in the predominantly Black community of Afton. In 1982, protesters were unsuccessful in stopping the dumping, but they marched until the State

assured that only Warren County's waste would be stored in the landfill. More than 500 protesters were arrested and placed in Warren County jail and within the jail's enclosed fence. PCB protests received global attention that led to the birth of the Environmental Justice Movement.

In 2022, the Warren County NAACP, WCHM, Inc., and Warren County Environmental Action Team (WCEAT) collaborated to hold the week-long 40th Anniversary Celebration of the Environmental Justice Movement. Downtown Warrenton, an event hosted by WCHM, Inc., was held on the grounds of the old jail.

Of particular significance is the preservation of the boiler and sweat box (torture chamber), located next to each other on the first floor. As exhibits, they present insight into jail life, shine a light on the inhumanity to humankind, and present the opportunity for truth-telling.

The old jail has been an eyesore to the county for many years. There is a great need to preserve and transform the old jail into a place of beauty that would prove beneficial to the County and its citizens. Further, it would increase the value of the property, place it into service, and give WCHM, Inc. an opportunity to make a difference in the lives of the people of Warren County, those who visit, and those who learn of it electronically.

The old jail is owned by Warren County. WCHM, Inc. has a five-year renewable lease, beginning October 2021. The County will convey the property to WCHM, Inc. after five years to house Warren County Historical Museum, unless additional time is requested. Due to the impact of COVID-19, we will request two additional years (for a total of seven) to complete the repairs and place the old jail as a museum into operation.

The old jail has not been in operation as a jail since 1992 and is currently uninhabitable. Still, according to licensed building and construction professionals, the building is structurally sound and can accommodate the proposed use of the building. With incorporation from the State and its 501(c)(3) status, WCHM, Inc. is positioned to raise the necessary funds to clean up hazardous materials, complete the necessary repairs/renovations, and open the facility to the public as a museum.

For those reasons, now is a good time to establish a historical museum to engage and call the community to action. It is our commitment to doing the hard, and sometimes challenging, work it takes to bring about change.

Primary Preservation Issues

A report from the architect to Warren Family Institute presents updated information on inspections and observations. The building was found to be sound, but there were some concerns regarding the presence of lead-based paint, mold, and asbestos. Though this information is dated, it reflects the current condition of the old jail at its best. Detailed information on lead and asbestos findings is included in the strategic plan.

In 2009, Warren Family Institute obtained a detailed abatement/renovation estimate of \$1.24M. Over the past 15 years, the increase in material and labor costs put the new estimate at approximately \$2.5M - \$3M. An exact quote will be available after the architectural plans are completed.

Planning Work

This project is in the startup phase. As such, the organization has taken preliminary steps to develop and follow a timeline that would allow us to meet our goals and complete the project in a timely manner. Work completed and/or is in progress are described below.

July 2021

The Board visited Granville County Museum to learn about museums and their surrounding communities. Instead of “reinventing the wheel,” the visit provided useful tips on how to operate and maintain a museum (operating costs, attendance, ticket price, fundraising, etc.); create interest through using exhibits to tell stories; plan design and layout with aesthetic appeal; provide opportunities to educate, inspire, and provide staff interaction; and use technology to capture the imagination.

October 2021

WCHM, Inc. entered into a lease-purchase agreement (MOU) with Warren County to preserve and make the old jail suitable “to house, manage, and operate a historical museum dedicated to promoting and preserving the history and culture of Warren County for the benefit of the people of Warren County” and beyond.

October 2021 – February 2022

Williams Surveying (Warrenton, NC) drafted a survey of the old jail property to identify boundary markers, elevation, utilities, location, and situs.

October 2021 – December 2023

Research was conducted to collect data and documents, including the Tax Card from Warren County Tax Office, deeds, and survey. Multiple handwritten deeds were in the NC Preservation Office. Also collected were reports completed for the Family Institute (2007-2009) from an architect, general contractor, mechanical engineer, electrician, plumber, heating and air conditioning contractor, and surveyor on inspections and observations, asbestos and lead-based paint, feasibility studies, estimates on cost of clean-up, repairs/renovation, and construction.

November 2021 – March 2023

Major Sanders, an architect (Quality Housing Corporation, Greensboro, NC), was initially consulted to develop design plans for the old jail.

February 2022 - September 2022

The Town of Warrenton received an EPA Brownfield Grant to conduct environmental assessments of select properties in Warren County. The old jail was one such property that had

hazardous materials (mold, asbestos, and lead-based paint). The initial site visits and virtual discussions were made by Stantec (Winston-Salem, NC). The primary goal of this activity was to determine the presence, amount, and/or location of asbestos-containing material and lead-based paint in the building.

June 2022

Synterra Science and Engineering Consultants (Cary, NC) followed up on Stantec's work to develop a detailed asbestos abatement design and a lead hazard reduction design.

August 2022 – September 2022

To have professional photographs of the old jail to submit with grant applications and for our personal use, we hired MyProPhotographer & Event Streaming (Raleigh, NC). Exterior and interior photographs were taken. Aerial shots, using a drone, were also taken.

2023 - Ongoing

After evaluation of the performance of the project architect, it was decided to end that relationship. Time was spent searching for a new architect. From a list of names, EVOKE Studio Architecture (Edwin Harris) was selected. Plans are underway to begin this work.

2023 – Ongoing

Decided to hold off on construction grant writing until architectural plans are completed.

March 2024

Edwin Harris, EVOKE Studio Architecture in Durham, has agreed to work with WCHM, Inc. to develop necessary architectural drawings and specifications. He was/is involved in work for the Mary Potter School project (Oxford, NC) and All Saints Church (Warrenton, NC). Further, he is working with the County and Warren County Schools on the consolidated elementary school.

Preservation Capacity

The proposed planning project is a continuation of existing planning efforts. By staying true to the vision, mission, and purpose and by following the timeline developed for the project, we will fulfill the established goals and objectives. An annual evaluation of the plan will be carried out by the Board. Evaluation will focus on determining the extent to which the goals and objectives of the proposal have been met and expected outcomes have been met/implemented. To assess the extent to which goals and objectives have been attained, an Evaluation Report on the findings will be prepared by the Board. Findings will be used to inform practice and make improvement. The project will be managed by President Deloris L. Jerman and Vice President Cosmos George, with oversight by the Board of Directors.

WCHM, Inc. was granted approval by Warren County Board of Commissioners to proceed with the renovation/restoration of the old jail in December 2021. To date, we have not received any funding, except the in-kind contribution given by the County and Town and in the form of use of

the building and Board member dues and donations from Warren County Environmental Action Team and Warren County NAACP. The three main sources of funding for most museums are public funding, donations and endorsements, and earned income. It is expected that WCHM, Inc. will be supported by these funding sources to raise the three million dollars needed for the project. To assist in accessing and securing financial resources needed for the renovation/restoration of the former jail, WCHM, Inc. established a grant writing committee to pursue other grant opportunities. Additionally, we will ask the County to join in funding proposals and grant writing and to “release any federal and/or state funding received that can be designated for use in and benefit for the museum project to WCHM” (MOU, Jan. 2022).

Community Outreach and Engagement

Even though this project is in the startup phase, several activities and events were held that included community outreach and interpretation.

Summer 2019 – present

A UNC-CH professor who teaches a university course, Southern Legacies: The Descendants Project that focuses on Warren County lynched victims and their descendants, brought students to visit the old jail. As a result, students have developed an interest in Warren County. They were presented with a brief history and given an exterior tour. A Mississippi University professor filmed footage for a documentary of the old jail and the 1982 PCB protests. A viewing was held in January 2024.

November 2021 - Ongoing

The Community Remembrance Coalition (CRC--NAACP committee) was formed to address race relations and how systemic racism has impacted Warren County citizens. The project began with a study of the 1921 “rotten apples” story. A Plan of Action was developed that has community engagement, acknowledgement, and truth-telling as its goals.

CRC, in collaboration with the Equal Justice Institute (EJI) in Montgomery, Alabama, is carrying out a multi-year project to recognize the victims and descendants of racial terror between 1865 and 1950 through soil collection, secondary student racial justice essay writing contest and a trip to Alabama to visit the Legacy Museum and the National Memorial for Peace and Justice, and retrieving the monument that bears the names of the two lynched men and erecting it on the grounds of the museum. A group visited the museum in order to plan a similar trip for Warren County students.

Spring 2022

Liberating Futures: Erasures, Reckonings, and Transformations: A series of panel discussions brought together community members and leaders to address questions related to the erased and untold stories of Warren County’s Black experience.

June 2022

The production of “Seeking Justice II” offered a firsthand account of the tragedies and experiences from the perspectives of the Norlina 16 families, the jailer on duty, and community members. The museum is the intended location of future productions and exhibits.

Fall 2023

The NAACP, in collaboration with the CRC, NC Task Force for Racial Equity in Criminal Justice and NC Center for Policing Equity, convened a community forum on “Equity in Policing,” based on Gov. Cooper’s Executive Order #145/273 to develop and help implement solutions to eliminate disparate outcomes in the criminal justice system for communities of color, to enhance the public’s confidence in police accountability, and to establish partnerships between police and the communities they serve.

Fall 2023 – Ongoing

Eaton Ferry Cemetery was believed to be the burial ground of a precolonial American Indian village before it was flooded by the Lake Gaston Reservoir. In 1962, efforts to recover evidence of the village uncovered the remains of 17 individuals believed to have died and were buried between 1830 and 1850. Further examination of the skeletal remains provided evidence of African ancestry. UNC-CH is working with the NAACP, WCHM, Inc., interested community members, and a DNA lab to identify the remains and arrange for proper reburials. It is hoped that duplicate grave markers from the reburials and their stories will be housed in the museum.

May 2024

In collaboration with EJI (Equal Justice Initiative) in Montgomery, Alabama, a soil collection ceremony will be held on May 11 in recognition of the two men who were lynched. The jars will be housed in Warren County Memorial Library until the museum is operational.

June 2024

Through a partnership between Warren County Schools and Warren County NAACP, 20 students, chaperones, and others will travel to Montgomery, Alabama via bus to visit the Legacy Museum, The National Memorial for Peace and Justice, and The Memorial Park (not yet open to the public).

Project Team

A competent team of professional trade persons has been selected to work in the research, planning, and development; remediation, removal, and storage of hazardous materials; and the renovation phases of the project.

Rev. Dr. Deloris L. Jerman, President
Post Office Box 1029
Norlina, NC 27563
(919) 606-0987

Dr. Cosmos George, Vice President
Post Office Box 604
Warrenton, NC 27589
(252) 213 -2310

Mr. Edwin Harris, AIA
EVOKE Studio architecture
401 Foster Street
Durham, NC 27701
(919) 495-6079

Mr. Adrian Durham, Structural Engineer
Structural Capacity, PC
218 Westinghouse Boulevard, Suite 203
Charlotte, NC 28273
(704) 560-8324

Mr. Walter B. Davis, General Contractor
Walter B. Davis Group
5500 Executive Center Drive, #139
Charlotte, NC 28212
(704) 363-1856

Dale's Heating, Cooling & Refrigeration, Inc.
303 Crocket Street
Warrenton, NC 27589
(252) 257-1206

Mr. James Davis, Plumbing Contractor
M & C Plumbing Company, Inc.
8532 Scoggins Road
Oak Ridge, NC 27310

Project Partnerships

Partners/Partnerships for this project are listed below.

The County of Warren
Warren County Board of Commissioners
Jennifer Jordan Pierce, Chair
602 W. Ridgeway Street
Warrenton, NC 27589
(252) 257-3115

Town of Warrenton
Mr. Robert Davie, Town Administrator
Brownfields Grant (PI)
113 S. Bragg Street
Warrenton, NC 27589
(252) 257-1122

Warren County NAACP
Dr. Cosmos George, President
WCHM, Inc., Vice President
Post Office Box 601
Warrenton, NC 27589
(252) 213-2310

Warren County Schools
Mr. Keith Sutton, Superintendent
Dr. Dennis Carrington, Chief Operations Officer
109 Cousin Lucy's Lane (PO Box 110)
Warrenton, NC 27589
(252) 257-3184

Warren County EAT
Rev. William Kearney, Coordinator
Member, CRC
Post Office Box 908
Warrenton, NC 27589
(257) 213-2121

Dr. Carlton E. Wilson, Professor and Dean
NC Central University College of Arts, Social
Sciences and Humanities
1801 Fayetteville Street
Durham, NC 27707
(919) 530-6100

Dr. Glenn Hinson, Professor of American
Studies & Anthropology
UNC College of Arts and Sciences
Chapel Hill, NC 27599
(919) 962-1165

Warren Ministries United
Reverend Dr. Mark Wethington
Post Office Box 66
Warrenton, NC 27589
(919) 295-7720

John Rash, Assistant Professor
University of Mississippi
Department of Theater and Film
NEB 400 South Oxford Center
University, MS 38677
(336) 303-0360

Warren County African American History
Collective (WCAAHC)
Rev. William Kearney, Consultant
Post Office Box 908
Warrenton, NC 25789
(252) 213- 2121

United Shiloh Missionary Baptist
Association
Rev. Dr. Andre Gilliard, Moderator
Post Office Box 1461
Henderson, NC 27536
(919) 671-6185

Institutional Capacity

Our project has significant local and regional support. When WCHM, Inc. submitted its proposal request to procure the old jail to Warren County Board of Commissioners in October 2021, it included a long list of supporters/leaders from local, state, and national levels. Presented here is a partial list of letters of support from politicians, academicians, educators, lawyers, and an architect. This group includes a former congresswoman, representatives from NC House and NC Senate, a current mayor, an assistant professor of anthropology and a history professor, a retired school superintendent, an environmental justice lawyer, a retired civil rights lawyer, a Raleigh-based attorney, an architect who designs historic buildings, and the Director of NC African American Heritage Commission. Recently, a joint letter of support has been added to this list from the Warrenton Town Administrator and the Mayor of Warrenton.

It is because of that support and interest that we wish to transform the old jail into a place of beauty, a transformation we believe (as our supporters believe) would prove beneficial to the Town of Warrenton and Warren County. The immense interest and support shown indicate that now is the right time to move forward with plans for the museum.

Project Timeline

The Covid-19 pandemic impacted the work we have been able to do. Despite those challenges, progress is aligned with the original schedule. However, to keep to the schedule moving forward, it will be imperative that funding is secured to complete the repairs/renovations needed for the old jail.

Based on research and information from the museum visited, the average timeline from planning to opening the museum is estimated to be 10 years. The MOU with the county is for five years and allows WCHM, Inc. “to preserve and [make] suitable to house, manage, and operate a historical museum dedicated to promoting and preserving history and culture of Warren County for the benefit of the people of North Carolina” at which time the County will convey the property to WCHM, Inc. Some of the listed activities may overlap or may not occur in that order. The timeline below was impeded by Covid-19 and may be significantly impacted by the rate at which funds are acquired. Because of these factors, the time needed to complete has increased. We show in the timeline the amount of time needed and not time we already have. However, it is our intent to request an extension.

Year 1: The Museum Idea/Concept that includes defining the vision, mission, and purpose of the proposed museum; identifying goals and objectives, conducting feasibility studies (needs and resources, establishing nonprofit organization (501(c)(3), developing Bylaws, and beginning fundraising.

Years 2-4 (with overlap): The Physical Structure that includes acquiring use of the building from the county, engaging the community in the project, continuing fundraising, removing toxic material from the building, and renovating and repairing the building.

Year 5-7 (with overlap): Establish Museum that includes installing display units and exhibits, hiring and training museum staff, hosting grand opening, and continuing fundraising.

Beyond 5-7 Years: Sustain the Museum (infinite years) that includes continuing fundraising for financial viability, monitoring day-to-day operations and adjusting to improve, promoting the museum through programs and events, promoting collection maintenance, and encouraging personal development for staff and board.

Funding

Several grants have been submitted; we are waiting to from one of them in May 2024. WCHM, Inc. is seeking funding from a large and diverse group of donors to reach our goals, including public funding, donations, endorsements, and earned income. Securing adequate funding for the museum is critical and means the difference between not opening the museum and providing Warren County citizens and others an opportunity to learn more about the rich history of Warren County, especially the untold stories of all its people.

We ask the County join WCHM, Inc. in seeking funding by submitting funding proposals to various public and private entities or individuals for the restoration of the old jail. Additionally, we ask the County to release any federal and/or state funding received that can be designated for use in and benefit for the museum project to WCHM, Inc.

WCHM, Inc. will collaborate with an agency that works extensively to match donors with nonprofit entities in the preservation of historic sites. Further, WCHM, Inc. is prepared to write

and submit grant applications, especially those that award a significant portion of grant funds to charitable, tax-exempt 501(c)(3) organizations that are run by and primarily serve people of color.

A Partial List of Funding Sources:

1. <https://pocketsense.com/find-free-land-grants-4479621.html>
 - Brownfield Economic Development Grant. Funding for projects that redevelop abandoned, idle, or underused commercial and industrial facilities and are awarded to local government entities, as well as private, nonprofit foundations.
 - Rural Housing and Economic Development. Awarded to nonprofit organizations in rural communities to provide housing or create economic development projects within their service area.
2. <https://bizfluent.com/grants-restore-historic-buildings-6651.html>
 - National Trust for Historic Preservation Grants. Offers two types of grants to nonprofit organizations and public agencies for the preservation of historic buildings: preservation planning and education, and preservation emergencies to stabilize a property in danger of immediate deterioration.
 - Johanna Favrot Fund for Historic Preservation. Grants awarded to nonprofit organizations and public agencies for projects that contribute to the preservation of a historic place or that “recapture an authentic sense of place.” Projects include structural repairs as well as educational programs for the public.
 - Cynthia Woods Mitchell Fund for Historic Interiors. Grants for “the preservation, restoration, and interpretation of historic interiors.” This includes the repair of interior features and acquiring authentic furnishings.
 - National Endowment for the Humanities. Grants for historic preservation and conservation projects, including educational programming at historic facilities and preparing objects and collections to be placed on exhibit in historic buildings.
 - Others: Z. Smith Reynolds, Duke Endowment, Golden Leaf Foundation, Ford Foundation, and Rockefeller Foundation



To: Warren County Board of Commissioners

Through: Crystal Smith, Interim County Manager

From: Charla Duncan, Community & Economic Development Director

Re: Appointing members to the Warren County Tourism Development Authority (TDA)

Background

In accordance with N.C.S.L. 2023-144, SENATE BILL 154, Part 13, the Tourism Development Authority's membership composition will be at least one-third of the members shall be individuals who are affiliated with businesses that collect the tax in the county, and at least one-half of the members shall be individuals who are currently active in the promotion of travel and tourism in the county. At the July 1, 2024 Board of Commissioners meeting, the board unanimously passed a resolution establishing a TDA. A statement of interest form was released to the public with a deadline to submit by August 9, 2024.

The Authority will consist of nine (9) members appointed by the Warren County Board of Commissioners. The following names were submitted by partner organizations as outlined by the resolution:

- One (1) Town of Macon representative recommended by the Town of Macon's Board of Commissioners to be appointed to a three-year term.

Town of Macon appointee: Mayor Katherine Hilliard (District 2)

- One (1) Town of Norlina representative recommended by the Town of Norlina's Board of Commissioners to be appointed to a three-year term.

Town of Norlina appointee: Commissioner Denny Burrows (District 3)

- One (1) Town of Warrenton representative recommended by the Town of Warrenton's Board of Commissioners to be appointed to a three-year term.

Town of Warrenton appointee: Commissioner Dian Sourelis (District 1)

- One (1) representative recommended by the Lake Gaston Regional Chamber of Commerce to be appointed to a three-year term; this representative should be staff of the Chamber, or a member of the Chamber's board that is also a Warren County-based business owner

LKG Chamber appointee: Leanne Patrick

- The Director of Warren County Community and Economic Development (CED). The CED Director's term is not limited in the number of years.

CED Director: Charla Duncan (District 3)

- The finance officer for Warren County shall be the ex officio finance officer of the Authority (as mandated by state legislation).

Finance Officer: Nikki Dickerson

The following seats are to be appointed by the Warren County Board of Commissioners:

- One (1) short-term rental owner to be appointed to a two-year term; this membership position is intended to be filled by a property owner renting out a private residence as a short-term rental
- One (1) Warren County hotel, motel, or bed-and-breakfast operator to be appointed to a two-year term; in the absence of such a business, this member can be a private residence short-term rental owner
- One (1) Warren County tourism-related business owner to be appointed to a two-year term.

The following community members submitted statements of interest to serve (listed in order of receipt):

Tourism-related business owner to be appointed to a two-year term (1 appointee needed)

No statement of interests received tied to a tourism-related business owner

Short-term rental owner to be appointed to a two-year term (2 appointees needed)

1. Victoria Lehman (District 1): Short-term rental operator for 6 years (District 1); not currently serving on a county board
2. Evelyn Woodson (District 1): Short-term rental operator for 3 months (District 1); currently serves on the Warren County Planning Board
3. David Woodson (District 1): Short-term rental operator for 3 months (District 1); not currently serving on a county board
4. Michael Hawkins (District 4): Short-term rental operator for 2.5 years (District 4); not currently serving on a county board
5. Sybil Riollano (District 4): Short-term rental operator for 1 year (District 4); not currently serving on a county board
6. Robert Allen (District 2); Short-term rental operator (recently launched); not currently serving on a county board

The Warren County Board of Commissioners shall designate one member of the Authority as chair and shall determine the compensation, if any, to be paid to members of the Authority.

Action(s) Needed by the Board of Commissioners

Appoint members to the TDA

Appoint a chair of the TDA

Determine compensation amount if desired (not mandatory)



Planning/Zoning and Code Enforcement Department

542 West Ridgeway Street

Warrenton, NC 27589

(PH) 252-257-7027 (FX) 252-257-1083

TO: Warren County Board of Commissioners, County Manager and County Attorney

FROM: Rebecca Mountz - Planning Consultant, Stewart

DATE: September 9th, 2024

RE: RZ-02-24: Map #K3C154

This memo outlines the details of the petition for rezoning for map #K3C154 for the Warren County Board of Commissioners to review on September 9th, 2024.

◆ **RZ-02-24** Map # K3C154 (14.54 +/- acres) located at NC HWY 903 and Greenbriar Road

This rezoning is considering the property located at Map # K3C154 on NC HWY 903 from Lakeside Business (LB) to Neighborhood Business (NB). This rezoning application has been submitted and accepted as complete by planning staff. The applicant, Stephen Morris, is leasing a portion of the land in question from the property owner, Jason Myrick, and has their permission to submit this rezoning application.

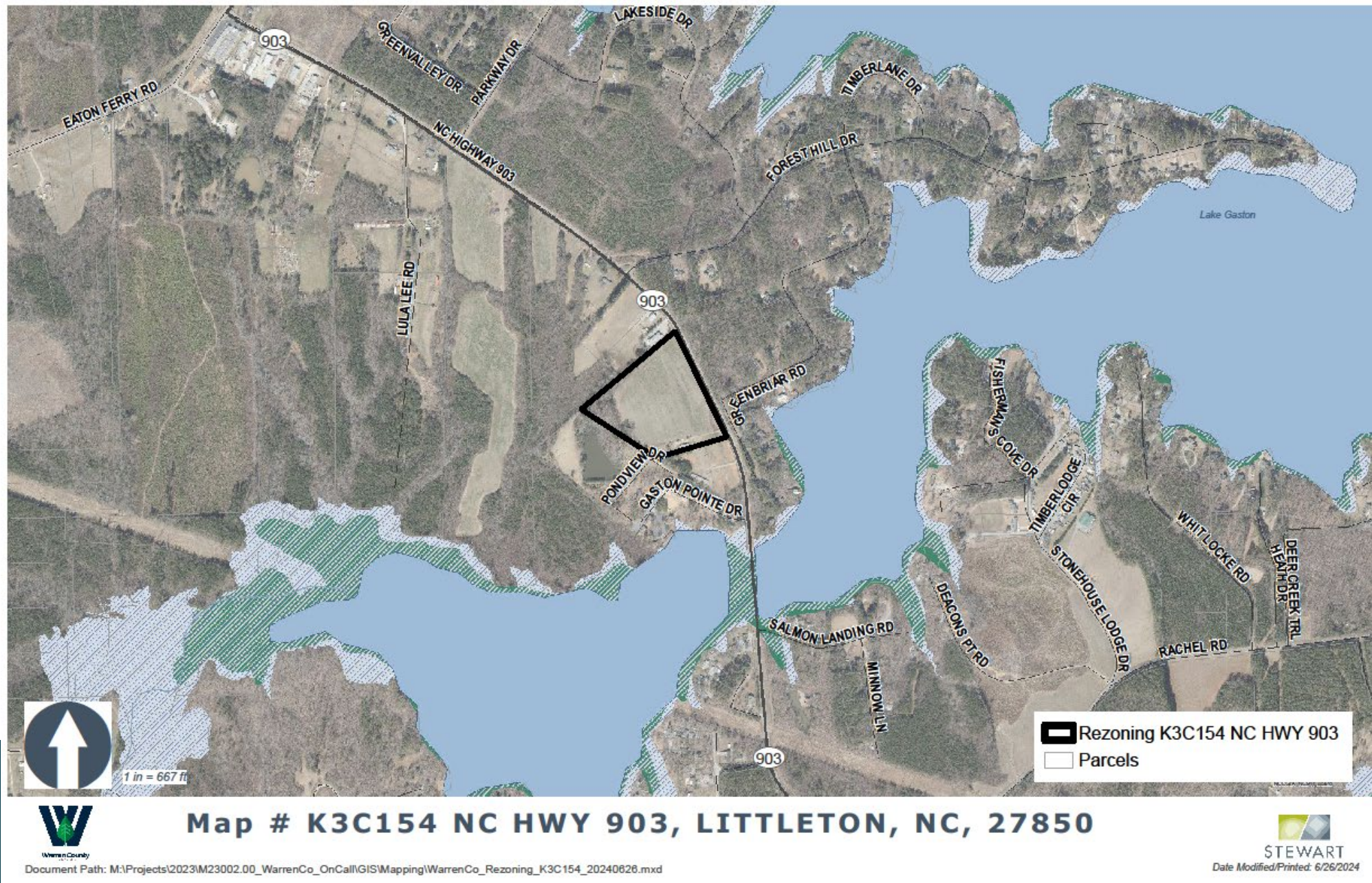
The current use of this property is split between agricultural “bona fide farm”, and “boat sales new/used to include repairs, parts, and sales”. Currently a boat repair shop has been located on the southern end of the parcel. The petitioner has requested this rezoning to allow for both “boat sales new/used to include repairs, parts, and sales”, and “Auto sales new/used, includes repair and parts”. The current zoning of lakeside business district permits the boat land use but does not allow for auto land use. Any rezoning would not negatively impact or discourage the use of bona fide farm on the property, as farms of that nature are permitted in all zoning districts.

A rezoning to Neighborhood Business would comply with the Future Land Use Map, as the parcel falls directly within a Neighborhood Center character area.

The rezoning petition supports the following recommendations in the Warren County Comprehensive Development Plan:

- LUH- 1.2: Review development proposals for their consistency with the Future Land Use Map, Character Areas and other policy recommendations in this Plan.
- ED 1.1: Encourage rezonings for commercial and mixed-use development in and near Neighborhood Centers and Commercial Mixed-Use areas on the Future Land Use map.

The Warren County Planning Board met on July 2nd, 2024, and voted 4-1 to adopt a statement of consistency for the rezoning with the County’s Future Land Use Plan and recommends approval of the rezoning.



Rezoning – 1327 NC HWY 903 South

Map Number: K3C154

Existing Conditions

Owner/Applicant

Owner: Jason Clyde Myrick – 10315 HWY 158 Littleton NC 27850

Applicant: Stephen Morris – Current lease holder of property

Existing Zoning

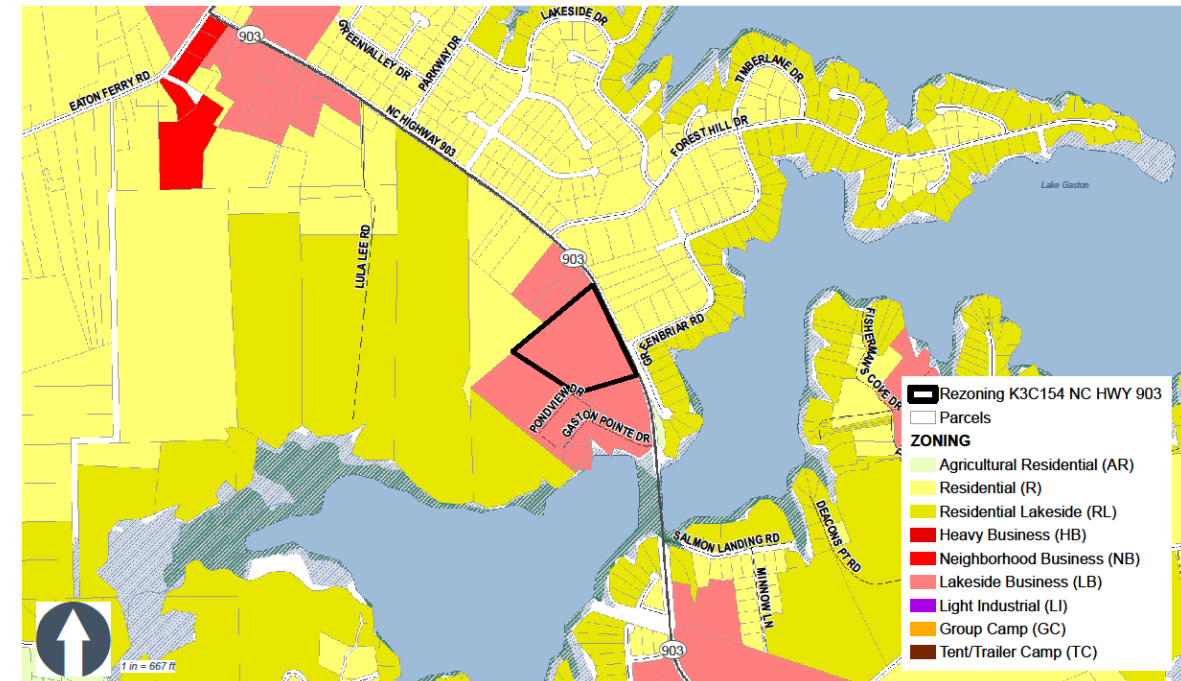
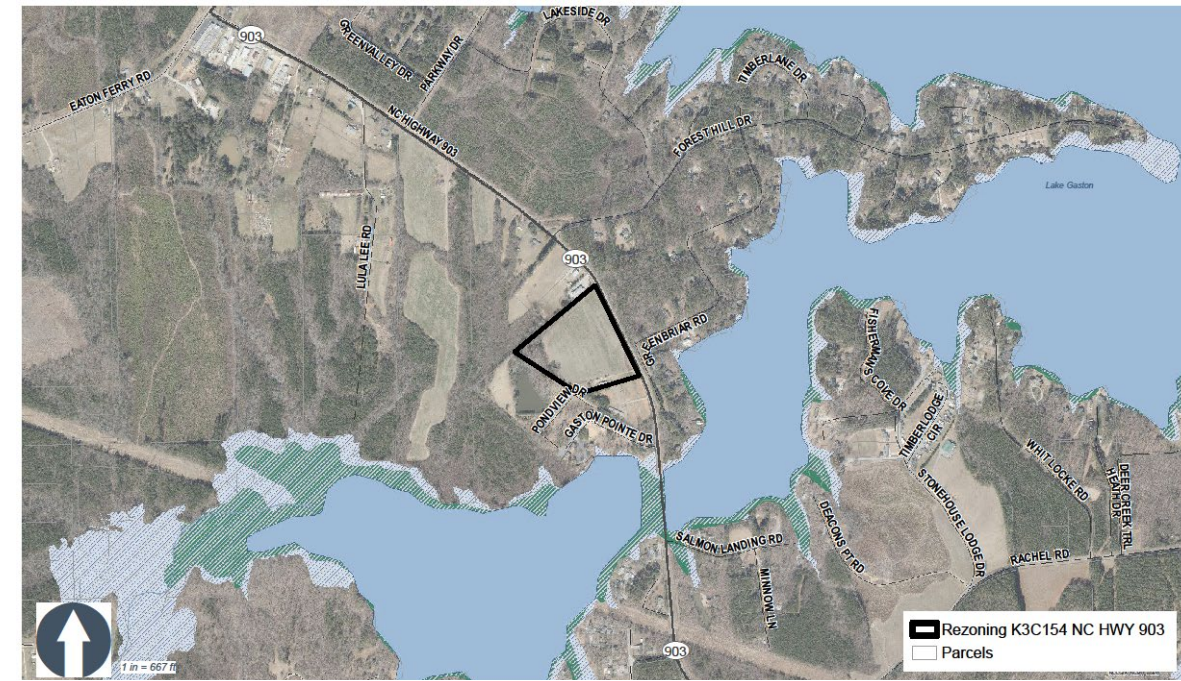
Lakeside Business District (LB) - This district is established to promote low-density business development around Lake Gaston and Kerr Lake while protecting the environment.

Existing Use

The current use on this parcel is bona fide farm and Boat sales new/used, includes repairs, parts, and sales.

Acreage

14.54 acres across three parcels



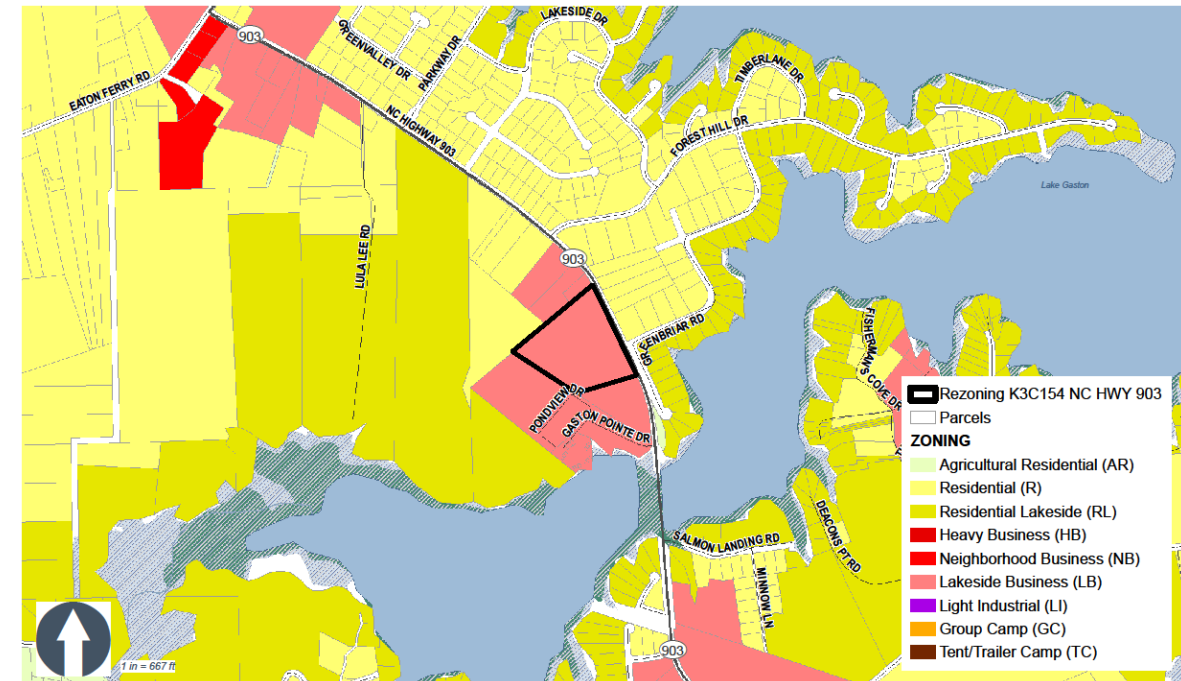
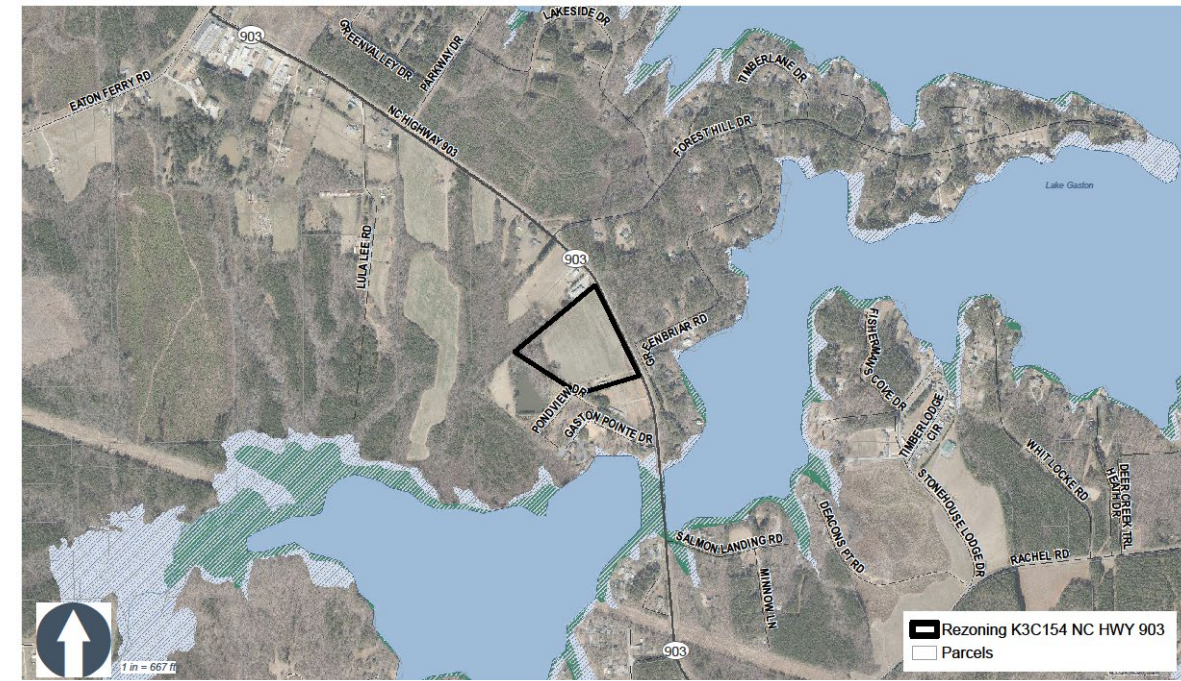
Proposed Rezoning

Proposed Zoning District

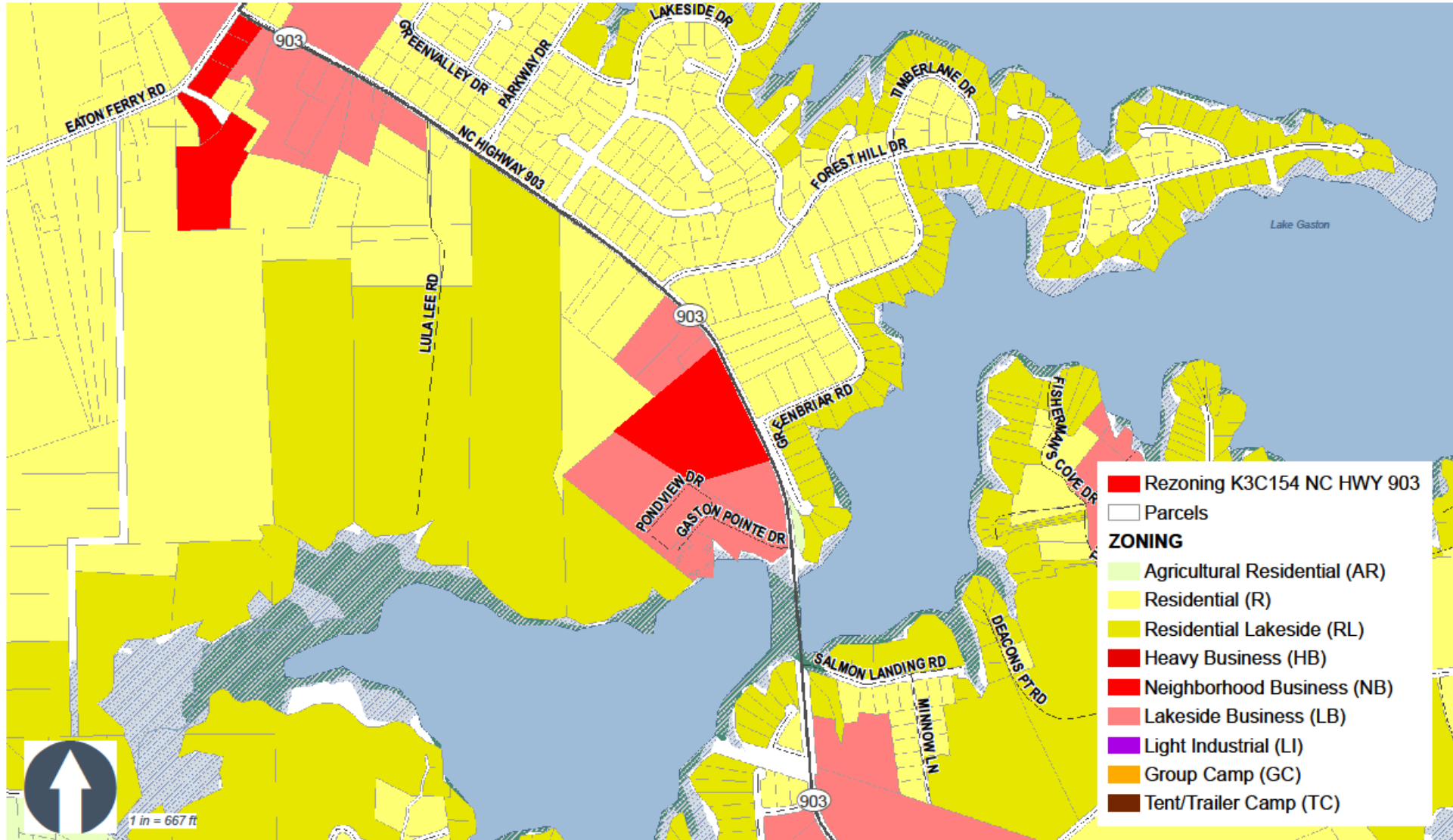
Neighborhood Business District (NB)

This district is established to provide commercial development compatible with the surrounding communities.

- Min. Lot Size – 1 Acre (43,560 sf)
- Min. Lot Width – 100 ft
- Min. Lot Depth – 200 ft
- Front Setback – 50 ft
- Side Setback – 35 ft (Corner - 50 ft)
- Rear Setback – 50 ft
- Max. Building Height – 55 ft



Proposed Rezoning – if approved.



Map # K3C154 NC HWY 903, LITTLETON, NC, 27850

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STEWART

Date Modified/Printed: 6/26/2024

Proposed Use

Proposed Uses

Automobile sales new/used, includes repair and parts – Permitted within the requested rezoning Neighborhood Business District

Boat sales new/used, includes repairs, parts, and sales – Permitted within the requested rezoning Neighborhood Business District

USES	IOD	AR	RL	R	GC	TC	LB	NB	HB	LI	HI	NOTES PER DISTRICT
Automobile sales new/used, includes repair and parts	P	X	X	X	X	X	X	P	P	P	P	
Boat sales new/used, includes repairs, parts, and sales	P	X	X	X	X	X	P	P	P	P	P	

Supported Goals from the 2022 Comprehensive Development Plan

LUH - 1: Plan for a development pattern that follows the Future Land Use Map.

LUH – 1.2: Review development proposals for their consistency with the Future Land Use Map, Character Areas and other policy recommendations in this plan.

ED – 1: With guidance from the Future Land Use Map, identify and encourage rezoning of properties that are appropriate for industrial and commercial development.

ED – 1.1: Encourage rezonings for commercial and mixed-use development in and near Neighborhood Centers and Commercial Mixed-Use areas on the Future Land Use Map.

Other Relevant Goals from the 2022 Comprehensive Development Plan

LUH - 5: Maintain and update basic design standards for Lake Gaston and Kerr Lake development.

LUH – 5.2: Reduce the visual impacts of new large-scale commercial activities while providing flexibility for innovative design.

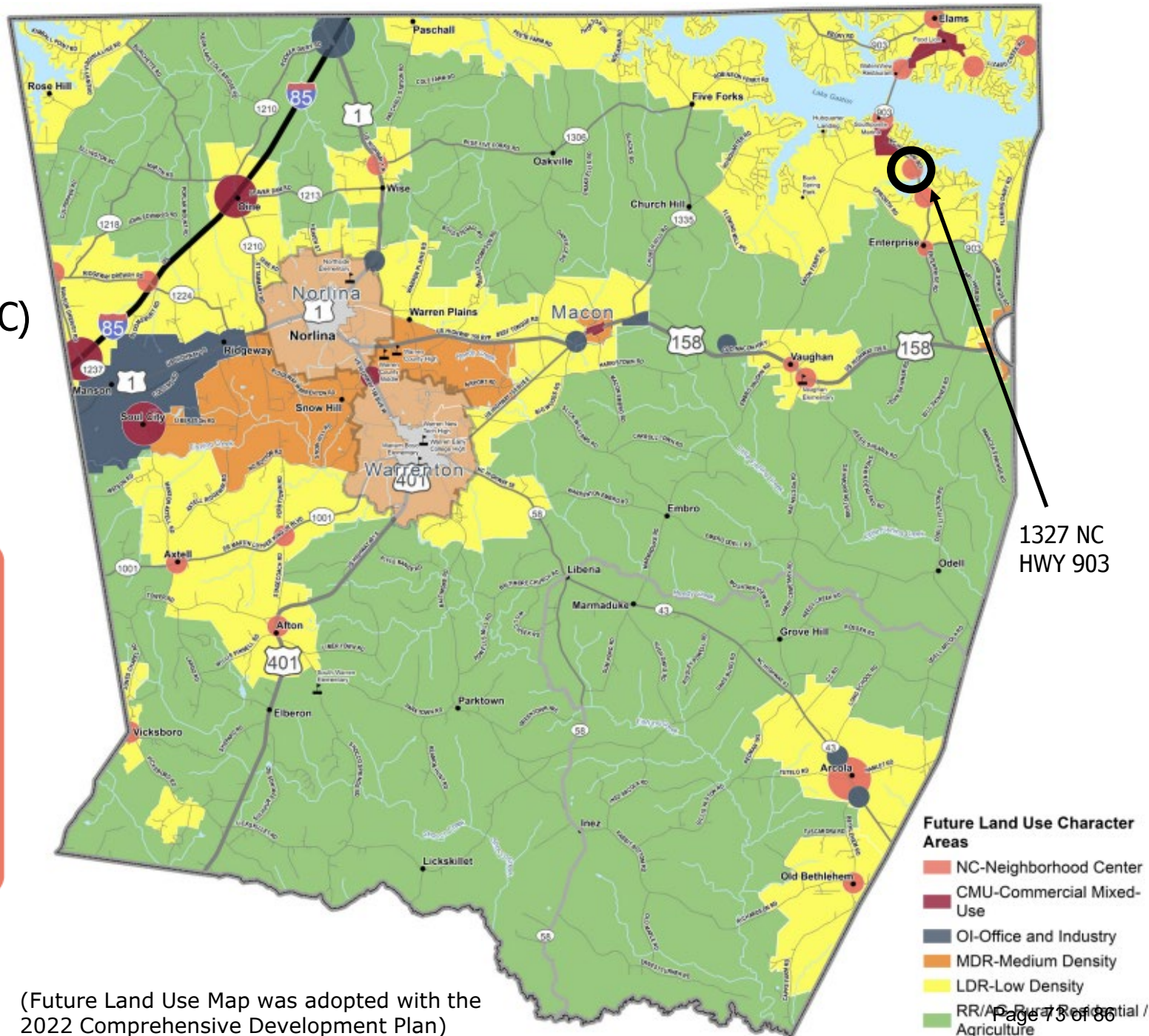
Future Land Use Map

1327 NC HWY 903
(Map# K3C154)

Falls within the Neighborhood Center (NC) character area as shown and described with the Future Land Use Map.

NC: Neighborhood Center

The NC Character Area includes concentrations of commercial and institutional uses and a mix of residential uses. It may include a variety of businesses, generally with smaller building footprints. Vehicular access and parking is needed, however pedestrian connections between facilities and surrounding neighborhoods should be encouraged. Small businesses or an institutional facility with regular visitors, such as a school, post office, library, or church, may serve as an anchor for NC areas. Buildings and sites should be designed to ensure new development is in keeping with the character of the area.



(Future Land Use Map was adopted with the 2022 Comprehensive Development Plan)

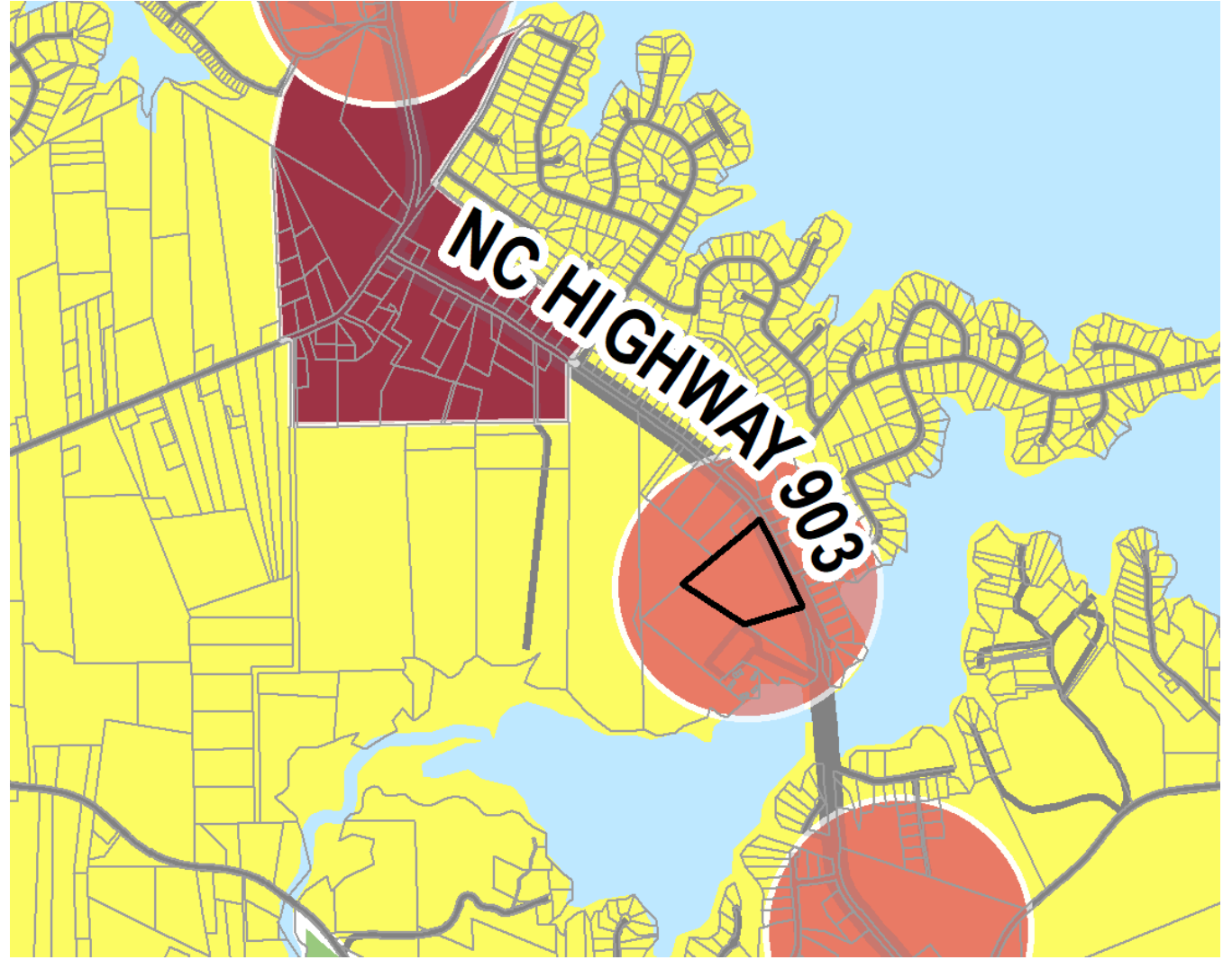
Future Land Use Map (In Detail)

**1327 NC HWY 903
(Map# K3C154)**

Falls within the Neighborhood Center (NC) character area as shown and described with the Future Land Use Map.

NC: Neighborhood Center

The NC Character Area includes concentrations of commercial and institutional uses and a mix of residential uses. It may include a variety of businesses, generally with smaller building footprints. Vehicular access and parking is needed, however pedestrian connections between facilities and surrounding neighborhoods should be encouraged. Small businesses or an institutional facility with regular visitors, such as a school, post office, library, or church, may serve as an anchor for NC areas. Buildings and sites should be designed to ensure new development is in keeping with the character of the area.



What is/is this “spot zoning”?

Definition

A zoning ordinance, or amendment, which singles out and reclassifies a relatively small tract owned by a single person and surrounded by a much larger area uniformly zoned, so as to impose upon the smaller tract greater restrictions than those imposed upon the larger area, or so as to relieve the small tract from restrictions to which the rest of the area is subjected, is called “spot zoning.”

[Blades, 280 N.C. at 549, 187 S.E.2d at 45.]

Factors in Validity

- Size of Tract
 - Consider tract/parcel size in context to the surrounding area
- Compatibility with Plan
 - Does the rezoning fit into the larger planning context for the community?
 - Comprehensive Development Plan
 - Future Land Use Map
 - Availability of Services (e.g., water, sewer, roads, rail)
- Balancing Benefits and Detriments
- Relationship of Uses
 - The greater the disparity of uses, the higher likelihood of spot zoning

Planning Board Decision – July 2nd, 2024

The Warren County Planning Board voted 4-1 to adopt a statement of consistency with the County's Future Land Use Plan, and to recommend approval of the rezoning proposal.

County Commissioners Decision

Questions, discussion, motion to recommend approval or denial, or motion to table.

Per State Statutes, please advise and comment on whether proposed action is or is not consistent with any comprehensive or land-use plan that has been adopted and any other officially adopted plan that is applicable.

Consistency Statement Options

Planning Board finds this petition to be **consistent** with the Comprehensive Development Plan and makes a motion to recommend approval for the petition as submitted.

Planning Board finds this petition to be **inconsistent** with the Comprehensive Development Plan and makes a motion to recommend denial for the petition as submitted.

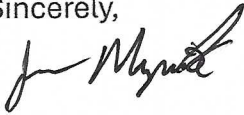
Dear Warren County Planning Board,

This letter concerns the request to rezone my property on Hwy NC 903 currently zoned as lakeside business to business.

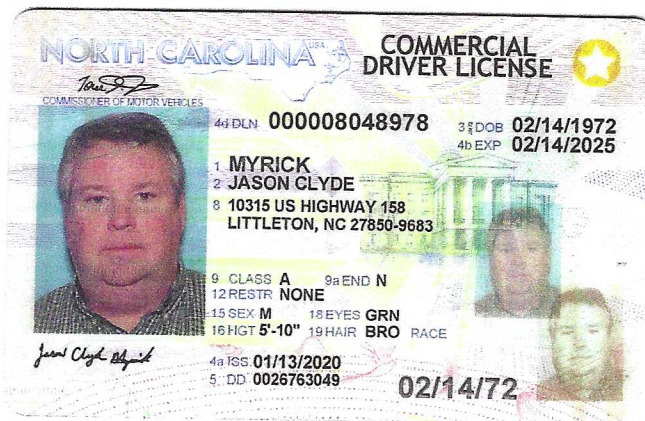
The request is in support of Stephen Morris. As landowner, I am in support of the request to rezone. Mr. Morris is a highly skilled and professional mechanic with many years of experience. His business will bring a much needed and valued service to the local community as there is no similar service in the general area.

Thank you for your consideration in this matter.

Sincerely,



Jason (Jay) Myrick



Becca Mountz

From: nursekellyjo@yahoo.com
Sent: Saturday, June 22, 2024 9:57 AM
To: Becca Mountz
Subject: Re: Steve Morris

You don't often get email from nursekellyjo@yahoo.com. [Learn why this is important](#)

Sure thing!
381 Hawks Road
Norlina, NC 27563

[Sent from Yahoo Mail for iPhone](#)

On Saturday, June 22, 2024, 8:51 AM, Becca Mountz <bmountz@stewartinc.com> wrote:

Good morning Kelly,

Thank you for your letter of support. I will make sure that it is included in the rezoning petition documents.

Could you please provide your address so that I can verify you are a resident of Warren County? Thank you so much!

Get [Outlook for iOS](#)

Becca Mountz
Planner
Community Planning

STEWART

[Connect with us. We value your feedback.](#)

Direct 919.866.4785
Office 919.380.8750

Visit us at www.stewartinc.com

From: nursekellyjo@yahoo.com <nursekellyjo@yahoo.com>
Sent: Saturday, June 22, 2024 5:51:16 AM
To: Becca Mountz <bmountz@stewartinc.com>
Subject: Steve Morris

You don't often get email from nursekellyjo@yahoo.com. [Learn why this is important](#)

Good morning,

I wanted to share and voice the need for the BMW mechanic, Steve Morris in the area of Warren County/Lake Gaston. It is truly convenient to have this expertise at our finger tips. Living in this rural area is beautiful and peaceful, but commuting so far away to get repairs becomes a burden. We hope you will consider having this resource in our area, as it is truly a need!

Thank you,
Kelly Harmon

[Sent from Yahoo Mail for iPhone](#)



Warren County Planning & Zoning Office

Zoning Case No. 02-24

PETITION FOR REZONING:

A. Property information and request:

Deed reference: Deed date 1/29/2018 Acreage: 14.54 Tax Map No. K3C154
Existing Zoning District: Lake side business Proposed Zoning District: Neighborhood business
Proposed Use: Automotive & marine sales & service

* NOTE : A detailed site plan must accompany the petition.

B. Legal description of property involved:

1. Metes and bounds: _____

2. Attach map of property

C. Name(s) of property owners: Jason Clyde Myrick

D. Statement of Justification: (one or both)

1. How would amendment correct obvious error in the current zoning map? MARINE Repair Allowed
Automotive Repair not allowed
Allow repair & sales of Automotive and MARINE vehicles

2. How would changed conditions in area justify the requested amendment? _____
Automotive service and sales allowed in neighborhood business district

Staff consultation was held with (list staff name) and list date of consultation: _____

Becca Mountz 6/20/24

E. Location of site: 1327 903 South Littleton N.C. 27850

Owner's name & contact information: Jay Myrick 252-308-2887

Applicant's name & contact information: STEPHEN MORRIS boatnut@yahoo.com 410-456-5891

Applicant's signature certifies the accuracy of the above completed information:

Stephen Morris

Date: 6/20/24



To: Warren County Board of Commissioners

Through: Crystal Smith, Interim County Manager

From: Charla Duncan, Community & Economic Development Director

Re: Vance Granville Community College Transportation Training Hub at Triangle North Warren update and additional requests

Background

Previously at their February 2023 meeting, the Economic Development Commission unanimously voted to support the location of the VGCC Transportation Hub at the Triangle North Warren (TNW) site (no acreage specified). Previously, at the March 6, 2023 Board of Commissioners meeting, the board approved conveying up to 27 acres to the VGCC Transportation Training Hub; this was in accordance with the recommendation from staff at the time.

Due to working a separate active project at TNW, the process of locating VGCC at TNW was put on pause after the 2023 recommendations; this separate project is no longer active. At their August 2024 meeting, the Economic Development Commission again recommended supporting the location of this project at TNW and added an additional recommendation to convey land up to 30 acres to VGCC.

For several years now, Warren County Community & Economic Development staff have been in discussion with Vance Granville Community College (VGCC) about the potential location of a transportation training facility in Warren County. The Transportation Training Hub will consist of the following programs: CDL Licensure; Heavy Equipment Operator; Heavy Equipment Operator Apprenticeship; a future program for Diesel Mechanic Training; Logistics. Recently, the school received a state congressional allocation of \$3 million for the construction of this site.

The final decision to locate the VGCC project at TNW is made by the Kerr Tar Regional EDC (KTREDC) board, which includes three appointed representatives from Warren County (appointments made by the Warren County Board of Commissioners). The next KTREDC meeting is on September 18, 2024.

2022 Comprehensive Development Plan Alignment

Economic Development Goal 3: Prioritize infrastructure and service enhancements to areas with economic development opportunities.

Economic Development Goal 7: Develop workforce skills in tandem with industry needs.

2021-2024 Strategic Plan Alignment

Strategy 3.4: Create, attract, and retain a more resilient, diverse, and marketable workforce

Fiscal Impact

Land at TNW is listed at \$12,500/acre. Conveying land to VGCC will not come with a direct land cost, but it should be noted that if conveyed to the school, the total potential sale price would be \$375,000 for 30 acres if sold to another buyer. Additionally, this property would no longer be subject to property tax. The KTREDC board has granted a similar permission to Triangle North Granville for the VGCC advanced manufacturing hub to be located at that site.

There are small costs associated with locating projects at TNW- private or public. The cost of a land survey will come out of the funds available for TNW through KTREDC, as well as any costs associated with legal fees.

Lastly, the only funding currently allocated for this project is the \$3 million granted to VGCC by the state. In the past three years, Warren County has included funding in its annual budget for this project to help with the cost of engineering (FY 24: \$200,000; FY 23: \$40,000; FY 22: \$40,000); however, those funds were not included in the FY 25 budget. If the county does not choose to allocate funding for engineering work, VGCC will have to use some of the \$3 million construction funding, which is possible, but may cause limitations during the construction stage.

Recommendation

At their August 2024 meeting, the Economic Development Commission again recommended supporting the location of this project at TNW and conveying land up to 30 acres to VGCC.

The Director of Community & Economic Development recommends to the Board of Commissioners that if they do decide to continue their support of locating the VGCC Transportation Hub project within Triangle North Warren that they convey up to 30 acres to allow for the programmatic space needs as well as other site development needs (such as stormwater management and impervious surface restrictions).



To: Warren County Board of Commissioners

Through: Crystal Smith, Interim County Manager

From: Charla Duncan, Community & Economic Development Director

Re: Completing Access to Broadband (CAB) Grant – Round 2 Participation

Background

The North Carolina Department of Information Technology (NC DIT) Division of Broadband and Digital Equity is moving on to their second round of funding for the Completing Access to Broadband (CAB) program. Warren County Commissioners previously committed up to \$400,000 in matching grant funds for the first round of CAB awards.

Warren County will not be required to match with local dollars in order to participate in CAB round 2; the county can use Stop-Gap funding to fund the county's match portion. However, if the county wishes to contribute more funding in addition to Stop-Gap funds, that is an option.

The Stop-Gap Solutions program provides funding for areas unserved or underserved with broadband following investment from the GREAT grant program and the Completing Access to Broadband (CAB) program. [N.C. Session Law 2021-180](#) appropriates \$86 million of federal American Rescue Plan Act funds for the Stop-Gap Solutions program. The state will allow up to \$500,000 of Stop-Gap funding to be used as the county match for CAB round 2.

Fiscal Impact

Warren County will not be required to match with local dollars in order to participate in CAB round 2; the county can use Stop-Gap funding to fund the county's match portion. However, if the county wishes to contribute more funding in addition to Stop-Gap funds, that is an option.

2022 Comprehensive Development Plan Alignment

Economic Development 3: Prioritize infrastructure and service enhancements to areas with economic development opportunities.

Infrastructure 1: Expand access to broadband service.

Recommendation

The Director of Community and Economic Development recommends the board of commissioners approve participating in round 2 of CAB funding using the approved Stop-Gap funding as the county match.



To: Warren County Board of Commissioners

Through: Crystal Smith, Interim County Manager

From: Charla Duncan, Community & Economic Development Director

Re: Appointments to the Research Triangle Regional Partnership board of directors

Background

Warren County is a member county of the Research Triangle Regional Partnership (RTRP) which is an economic development organization with a primary goal to market the region to external audiences on why the Research Triangle Region is the best place to live and do business. As a part of its membership, Warren County is allowed three representatives on the board of directors with one of those three individuals also serving on the executive committee. The RTRP board bylaws do not specify term lengths for board members; however, RTRP staff does check with each member county annually to ensure membership is up to date and reflects the desires of the county.

Recommendation

At their August 2024 meeting, members of the Economic Development Commission unanimously voted to recommend to the Board of Commissioners that Brady Martin, Jim Whitley, and Angelena Kearney-Dunlap continue to represent Warren County on the RTRP board of directors with Angelena Kearney-Dunlap providing Executive Committee representation.