



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

5:30 PM
October 7, 2024

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

Regular Meeting Agenda

1. 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.

2. CLOSED SESSION IN ACCORDANCE WITH NCGS 143-318.11(A)(5) FOR PERSONNEL MATTERS

3. PRESENTATIONS

- A. Broadband Updates from Brightspeed and AccessON

4. CITIZEN COMMENTS - REGULAR BOARD MEETING

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

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

5. CONSENT AGENDA

- A. Consider Approval of Minutes of September 9, 2024 Regular Meeting
- B. Tax Collector's Report for August 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. CDBG Resolution Adoption
- E. Proclamation Declaring September 15 Through October 15 as Hispanic Heritage Month
- F. Approval of Resolution Supporting Operation Green Light

6. COUNTY MANAGER'S UPDATE – Crystal Smith

- A. MOU with Warren County Historical Museum for the Warren County Historic Jail
- B. CAB Grant Matching Funds Commitment Update
- C. Consider Approval of Appointment of Malana Williams as Senior Center Director Effective October 16, 2024 at a Annual Salary of \$59,326
- D. Perrytown Road Bridge Project Update - Eric St. Sing, Public Utilities Director
- E. EMS 24/72 Schedule Update -
- F. Personnel Manual Updates

7. FINANCE OFFICE – Nikki Dickerson

- A. Consider Approval of Budget Amendment #1 to the FY25 Budget
Budget Amendment #1 (see attached) to the FY 2025 Budget Ordinance is being presented for approval. This amendment does the following:
General Fund Balance for FY24 carry-over:
 - 1. Appropriates \$ 71,500 to Courthouse Complex Major Building Repair unspent in FY24.
 - 2. Appropriates \$ 1,219 from unspent FY24 Tennis Grant funds.
 - 3. Appropriates \$ 493,409 from OSBM Grant to Sheriff's Office unspent in FY24.
 - 4. Appropriates \$ 7,931 from HRSA Grant to Sheriff's Office unspent in FY24.
 - 5. Appropriates \$ 2,275 from EM Supplemental Grant to EM unspent in FY24.
 - 6. Appropriates \$ 1,628 from Duke Race Cars Grant to EMS unspent in FY24.
 - 7. Appropriates \$ 2,700 from Senior Center Congregate Meals unspent in FY24.
 - 8. Appropriates \$ 9,030 from CDBG Grant to Economic Development unspent in FY24.
 - 9. Appropriates \$ 5,145 from Triangle North Grant to Library unspent in FY24.
 - 10. Appropriates \$ 28,673 from the Special Children Adoption Fund to DSS unspent in FY24.
 General Fund Balance for FY25 Expenses:
 - 11. Appropriates \$ 14,000 to HR for NC Fellows.
 - 12. Appropriates \$1 to KARTS for underbudgeted funds based on rounding.
 Revenue:
 - 13. Appropriates \$ 49,824 in the Fire Department budget for adding Ebony Fire Department district.
 - 14. Appropriates \$ 42,500 in the Solid Waste budget for land acquisition.
 - 15. Appropriates \$ 61,000 in the CBCG Project for Grant received for continued renovation on John Graham.
 - 16. Appropriates \$ 346,500 in the Revaluation Fund budget for payment of Revaluation

invoices.

17. Appropriates \$ 9,111 in the Sheriff's Office budget for Essential Personnel Grant.

18. Appropriates \$ 48,000 in the Public Utilities budget for the purchase of a new vehicle.

- B. Consider Approval of Hwy 1 Industrial Site Project Ordinance in the Amount of \$752,500
- C. Consider Approval of Resolution Declaring Official Intent to Reimburse Expenditures with Proceeds of Debt Pursuant to United States Department of Treasury Regulations Relating to Farmers Market Project
- D. Consider Approval of Resolution Declaring Official Intent to Reimburse Expenditures with Proceeds of Debt Pursuant to United States Department of Treasury Regulations Relating to Community Center Project
- E. Consider Approval of EMS Station #4 Project Ordinance in the Amount of \$92,250
- F. Consider Approval of Resolution Declaring Official Intent to Reimburse Expenditure with Proceeds of Debt Pursuant to United States Department of Treasury Regulations Relating to EMS Station #4
- G. Consider Approval to Write-Off EMS Delinquent and Uncollectible Accounts Accumulated Between FY14 and FY21 in the Amount of \$3,776,900

8. ACTION ITEMS

- A. Consider Approval of Warren County E911 Communication Upgrade to Radio Console Recorder with Licensing from Carolina Recording Systems in the Amount of \$85,330.00 - Sheila Baskett, E911 Coordinator
- B. Zoning Ordinance Updates and Consider Approval to Seek Services in an Amount Not to Exceed \$100,000 - Mark Bloomer, Planning and Zoning Director and Shiekell Richardson, County Attorney
- C. Consider Approval of Purchase of 2024 Chevrolet Silverado from Modern Chevrolet in Winston Salem for EMS to be Paid for with Grant Funds at a Cost Not to Exceed \$53,374 - Chris Tucker, Emergency Services Director
- D. Update on Grant for John Graham Emergency Shelter - Chris Tucker, Emergency Services Director
- E. Consider Approval of Purchase of Ambulance from CW Williams & Co., LLC at a Cost Not to Exceed \$312,118 - Chris Tucker, Emergency Services Director
- F. Consider Approval of 5 Year Contract with US Cellular for Sheriff's Office Body Cameras in an Amount Not to Exceed \$82,818.45 - Sheriff John Branche
- G. Consider Approval to Hire an Additional Full-Time Administrative Assistant for Utility Billing - Eric St. Sing, Public Utilities Director

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

- A. Consider Appointment of Dr. Robert Stewart to the Health Board to Fill the Unexpired Term of Dr. Merwin Dieckman, Physician, Ending December 31, 2025

- B. Consider Appointment of Melissa Richardson to the Health Board to Fill the Unexpired Term of Cheryl Coffman, Member-At-Large, Ending December 31, 2027
- C. Consider Approval of Appointment of Kimberli Meyers Coley to a 1st Two-Year Term on the Juvenile Crime Prevention Council (JCPC) Beginning October 1, 2024, and Ending January 31, 2027.
- D. Consider Approval to move Karl Boelter from Alternate on Zoning Board of Adjustments to Regular Member for the Remainder of his Term as Recommended by the Zoning Board of Adjustments

10. BOARD OF COUNTY COMMISSIONERS' UPDATES

11. ADJOURN October 7, 2024 BOARD MEETING