



Board of Commissioners Regular Meeting

January 13, 2025

MINUTES

The January 13, 2025 Warren County Board of Commissioners Meeting was called to order by Chair Angelena Kearney Dunlap, followed by a moment of silence and the Pledge of Allegiance. Others in attendance were Vice-Chair Victor Hunt, Commissioner Tare Davis, Commissioner Al Cooper, Commissioner Bertadean Baker, County Manager Crystal Smith, and County Attorney Shiekell Richardson.

1. SPECIAL RECOGNITION

A. Presentation of Advanced Law Enforcement Certification to Willis Carter, Jr. - Sheriff John Branche

Sheriff John Branche recognized Deputy Willis Carter, Jr. for earning Advanced Law Enforcement Certification.

B. Recognition of Retirement of Sallie Smiley

Sallie Smiley, long term employee with Warren County, was recognized for her years of service at retirement.

The Warren County Finance Office was recognized for winning an award for the Budget Book for the third year in a row.

2. ADOPT SUGGESTED AGENDA

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

3. CITIZEN COMMENTS - REGULAR BOARD MEETING

1. Evelyn Woodson addressed the Board with questions regarding the creation of a part-time manager position for the Tourism Development Authority. Ms. Woodson stated that the position is not necessary.
2. Jonathan Bender, President of the Warren County Houndsmen, stated that there are two ways in which landowners can post property to keep hunters off their land - with purple paint or with yellow signs that are registered with the Sheriff's Office. The yellow signs make it illegal for hunters to even stop on the side of the road to pick up dogs. Mr. Bender stated that Warren County can draft a resolution doing away with the yellow signs and registered property and just use the purple paint method. Doing so would cut down on confusion and still keep hunters from entering property that is posted.
3. Joey Andrews, President of the Fireman's Association stated that limiting overtime for EMS employees has led EMS to be short staffed. Mr. Andrews stated that there have been times when some stations were not manned and only one or two ambulances were running for the whole county. Mr. Andrews stated that this is threatening the lives of the citizens of the county and should be addressed.
4. Reinaldo Espinosa invited the Board to attend a Town Hall meeting on January 21, 2025 at John Graham Gym where Dr. Carol Montague-Davis will speak about the school system. Mr. Espinosa then spoke about the need for veterans to have a building where they can meet. He stated that there are VFW posts around the County, but there should be a location where all veterans can come without having to be a member of the post.
5. Deloris Jerman, President of the Warren County NAACP, spoke about the chemicals provided by an outside company that are being used on farm land in the Afton area. Ms. Jerman asked what

risk these chemicals may present, what the chemicals are, and if certain areas of the county are being targeted. Ms. Jerman stated that more than 40 years ago, there were protests over PCB, and that we should not allow history to repeat itself.

6. Robby Ross approached the Board with concerns about the limitations on overtime for EMS employees. Mr. Ross stated that there have been 435 calls since December 1, 2024, and that those calls are hindered by open positions and limitations on overtime.
7. Dr. Cosmos George spoke with concerns about the chemicals being used on farms. Dr. George stated that without knowing exactly what the chemicals are, and the amounts, there is no way to know that they are safe.

4. CONSENT AGENDA

A. Approval of Minutes of December 2, 2024 Organizational and Regular Meeting and December 18, 2024 Work Session

On motion of Commissioner Hunt, seconded by Commissioner Baker, and duly carried by unanimous vote, the minutes of the December 2, 2024 Organizational and Regular Meeting, and the minutes of the December 18, 2024 Work Session were approved.

B. Tax Collector's Report for November 2024 Presented for Board's Information in Accordance with NCGS 105-350

On motion of Commissioner Hunt, seconded by Commissioner Baker, and duly carried by unanimous vote, the Tax Collector's Report for November 2024 was accepted.

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

On motion of Commissioner Hunt, seconded by Commissioner Baker, and duly carried by unanimous vote, the Tax Release Requests were approved.

5. PRESENTATION

A. Presentation on the Warren County Digital Inclusion Plan (Warren County Community and Economic Development in partnership with Kerr Tar Regional Council of Governments)

6. COUNTY MANAGER'S UPDATE – Crystal Smith

A. Request from Tourism Development Authority for Part-Time Manager Position - Michael Hawkins, Tourism Development Authority Chair

Michael Hawkins, Tourism Development Authority Chair, requested that the Board approve the creation of a part-time manager position for Tourism Development Authority. On motion of Commissioner Davis, seconded by Commissioner Cooper, and duly carried by unanimous vote, the request for the position of part-time manager for Tourism Development Authority was approved.

B. People's Academy Update - Hannah Jones, LEAD for NC Fellow

Hannah Jones provided an update on the People's Academy. There are 12 slots total, and two applications have been received.

C. Warren County Historic Jail Assessment

Jeffrey Moss of Bennett & Pless presented the findings from the recent structural assessment at the Historic Jail.

D. Consider Approval of Appointment of Ryan Garrett as Parks & Recreation Director as a Starting Salary of \$70,000

On motion of Commissioner Davis, seconded by Commissioner Hunt, and duly carried by unanimous vote, Ryan Garrett was named Parks & Recreation Director beginning February 1, 2025 at an annual salary of \$70,000.

7. FINANCE OFFICE – Nikki Dickerson

A. Consider Approval of Budget Amendment #2 to the FY25 Budget
Budget Amendment #2 (see attached) to the FY 2025 Budget Ordinance is being presented for approval. This amendment does the following:

Revenue:

1. Appropriates \$ 1,000 in the Sheriff's budget for the Christmas party from Calendar revenue.
2. Appropriates \$ 2,566 in the Senior Center budget for the Black Nativity program from participant revenue.
3. Appropriates \$ 25,000 in the Emergency Services budget for Grant received from Duke Energy.
4. Appropriates \$ 25,000 in the Animal Control budget for Spay Donation.
5. Appropriates \$ 4,800 in the Cooperative Extension budget for Farmers Market Grants.
6. Appropriates \$ 3,025 in the Sheriff's budget for the National Night Out from donation revenue.

Budget Adjustment

7. Adjust the budget to reflect true ROAP disbursements.

General Fund Balance for FY24 carry-over:

8. Appropriates \$ 5,450 to DSS for Angel Tree Donations unspent in FY24.
9. Appropriates \$ 32,310 to EMS from unspent FY24 HRSA funds.
10. Appropriates \$ 6,636 to Senior Center from SHIP and MIPPA Grant unspent in FY24.

General Fund Balance for FY25 Expenses:

11. Appropriates \$ 21,000 to Insurance for an increase in Workers Comp.
12. Appropriates \$ 18,100 to Insurance for an increase in Unemployment Claims.
13. Appropriates \$ 2,115 to Broadband for additional match costs.
14. Appropriates \$ 20,000 to Elections for additional election programming.

On motion of Commissioner Hunt, seconded by Commissioner Cooper, and duly carried by unanimous vote, Budget Amendment #2 to the FY25 Budget Ordinance was approved.

B. Consider Approval of Pleasant Hills Pump Station Project Ordinance in the Amount of \$1,047,000

On motion of Commissioner Cooper, seconded by Commissioner Hunt, and duly carried by unanimous vote, the Pleasant Hills Pump Station Project Ordinance in the amount of \$1,047,000 was approved.

8. ACTION ITEMS

A. Consider Approval of Amendments to the Warren County Economic Development Incentives Policy - Community & Economic Development Director Charla Duncan

On motion of Commissioner Davis, seconded by Commissioner Hunt, and duly carried by unanimous vote, the amendments to the Warren County Economic Development Incentives Policy were approved.

B. Consider Adoption of Ordinance Prohibiting the Carrying of Deadly Weapons on Warren County Property and Permitting the Posting of Signs to Prohibit the Carrying of Deadly Weapons on Warren County Property - Clerk to the Board Paula Pulley and County Attorney Shiekell Richardson

On motion of Commissioner Davis, seconded by Commissioner Hunt, and duly carried by unanimous vote, the Ordinance Prohibiting the Carrying of Dangerous Weapons on Warren County Property and Permitting the Posting of Signs to Prohibit the Carrying of Deadly Weapons on Warren County Property was approved.

C. Consider Approval of Resolution to Direct the Expenditure of Opioid Settlement Funds - LEAD

for NC Fellow Hannah Jones

On motion of Commissioner Davis, seconded by Commissioner Baker, and duly carried by unanimous vote, the Resolution to Direct the Expenditure of Opioid Settlement Funds was approved.

D. Consider Approval of Upgrades to Emergency Services Radio System in the Amount of \$149,086 with \$35,000 to be Paid from FY25 Emergency Services Budget and the Remainder Paid from FY26 Budget - Emergency Services Director Chris Tucker

On motion of Commissioner Baker, seconded by Commissioner Hunt, and duly carried by unanimous vote, upgrades to Emergency Services Radio System in the amount of \$149,086, with \$37,500 to be paid in FY25 and the remainder paid in FY26, was approved.

E. Adopt the Warren County Digital Inclusion Plan (2025-2030) - Community & Economic Development Director Charla Duncan

On motion of Commissioner Davis, seconded by Commissioner Baker, and duly carried by unanimous vote, the Warren County Digital Inclusion Plan (2025-2030) was approved.

F. Consider Approval of Change to the Board of Commissioners 2025 Meeting Schedule Moving the March 3, 2025 Regular Meeting to March 10, 2025 - Clerk to the Board Paula Pulley

On motion of Commissioner Baker, seconded by Commissioner Cooper, and duly carried by unanimous vote, the March Board of Commissioners meeting is moved from March 3, 2025 to March 10, 2025.

G. Consider Approval of Matching Funds up to \$107,143 for the State and Local Cybersecurity Grant Program - Grants and Contracts Administrator Connie Calloway

On motion of Commissioner Davis, seconded by Commissioner Cooper, and duly carried by unanimous vote, matching funds up to \$107,143 for the State and Local Cybersecurity Grant Program were approved.

H. Consider Approval of Contract with Southern Health Partners for Medical Care for Inmates and Detainees of Warren County Detention Center in the Amount of \$88,058.64 and Authorize County Manager to Execute Documents

On motion of Commissioner Hunt, seconded by Commissioner Baker, and duly carried by unanimous vote, the contract with Southern Health Partners for Medical care for inmates and detainees of Warren County Detention Center in the amount of \$88,058.64 was approved.

I. Consider Approval of Resolution Declaring Surplus Property and Authorizing County Manager or Designee to Dispose of Item Through GovDeals Online Auction Site - Paula Pulley, Clerk to the Board

On motion of Commissioner Davis, seconded by Commissioner Baker, and duly carried by unanimous vote, the Resolution Declaring Surplus Property and Authorizing County Manager or Designee to Dispose of Item Through GovDeals Online Action was approved.

J. Consider Approval of Board of Commissioners Quarterly Community Meetings - Let's Talk Warren County - Angelena Kearney Dunlap, Chair

On motion of Commissioner Cooper, seconded by Commissioner Davis, and duly carried by unanimous vote, the proposed Board of Commissioners Quarterly Community Meetings were approved.

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

A. Consider Approval of Commissioner Appointments to Various Boards/Committees/Commissions

On motion of Commissioner Davis, seconded by Commissioner Cooper, and duly carried by unanimous vote, the Commissioners were appointed to serve on the Boards/Committees/Commissions as listed below:

VICTOR HUNT:

Department of Transportation Planning Committee

Economic Development Commission
Personnel Committee
Franklin Vance Warren Opportunity Board of Directors
Kerr Lake Regional Water System Advisory Board
Resource Conservation & Development Council (RC&D)
Water Committee (meets as needed)
Parks and Recreation Commission
Kerr Tar Regional Economic Development Commission

BERTADEAN
BAKER:
EMS Peer Review Advisory
Trillium
Health Board
Local Emergency Planning Committee (LEPC)
Personnel Committee
Social Services Board
Stepping Up Initiative

TARE DAVIS:
E-911 Commission
Equalization & Review (E&R)
Finance Committee
Fire Commission
Lake Gaston Weed Control
Personnel Committee
VGCC Board of Trustees

Angelena Kearney Dunlap
Kerr Tar Council of Government Board of Directors
Kerr Area Rural Transportation Authority (KARTS)
Kerr Tar Rural Transportation Planning Committee
Resource Conservation & Development Council (RC&D)
Juvenile Crime Prevention Council
Trillium

Al Cooper Jr.
Finance Committee
Historic Preservation Commission
Kerr Tar Regional Economic Development
Kerr-Tar Rural Transportation Planning Committee (RPO)
Local Foods Council, Coop Extension
Senior Center/Area Aging Council

Kerr Lake Regional Water System

Franklin Vance Warren Opportunity Board of Directors

B. Consider Approval of Re-Appointment of Victor Hunt and Effie Adams to 3-Year Terms to the ABC Commission Beginning January 2025 and Ending December 2027 as Recommended by the ABC Commission

On motion of Commissioner Davis, seconded by Commissioner Cooper, and duly carried by unanimous vote, Effie Adams was re-appointed for a 2nd three-year term of the ABC Commission beginning January 2025 and ending December 2027. With questions concerning the number of terms served by Victor Hunt, his recommended re-appointment was excluded at this time.

10. BOARD OF COUNTY COMMISSIONERS' UPDATES

11. CLOSED SESSION IN ACCORDANCE WITH NCGS 143-318.11(a)(4) FOR INDUSTRY AND BUSINESS LOCATION AND EXPANSION

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)(4) for Industry and Business Location and Expansion.

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

12. ADJOURN January 13, 2025 BOARD MEETING

On motion of Commissioner Davis, seconded by Commissioner Hunt, and duly carried by unanimous vote, the January 13, 2025 Board of Commissioners Regular Meeting was adjourned.

Paula Pulley, Clerk to the Board