



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

6:00 PM
March 10, 2025

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. CITIZEN COMMENTS - REGULAR BOARD MEETING

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

3. CONSENT AGENDA

- A. Approval of Minutes of February 3, 2025 Regular Meeting and February 3, 2025 Special Meeting
- B. Tax Collector's Report for January 2025 Presented for Board's Information in Accordance with NCGS 105-350
- C. Tax Release Requests (over/under \$100) in Accordance with NCGS 105-381 "Taxpayer's Remedies" as Information Only
- D. Soil and Water Annual Proclamation Stewardship Week

4. COUNTY MANAGER'S UPDATE – Crystal Smith

- A. People's Academy Update
- B. Let's Talk Warren County Schedule Update
- C. Property Tax Revaluation Update - Pearson's Appraisal

D. Planning & Zoning Update - Mark Bloomer, Zoning Director

5. FINANCE OFFICE – Nikki Dickerson

- A. Consider Approval of Budget Amendment #3 to the FY25 Budget Ordinance
Budget Amendment #3 (see attached) to the FY 2025 Budget Ordinance is being presented for approval. This amendment does the following:

Revenue:

1. Appropriates \$ 110,000 in the IT budget for the Cyber Security Grant Revenue.
2. Appropriates \$ 17,000 in the EDC Project budget for the Carolina Across 100 Grant.
3. Appropriates \$ 7,500 in the EDC Project budget for Grant received for Digital Inclusion Planning.
4. Appropriates \$ 4,150 in the EDC Project budget for Grant received from NCIDEA.
5. Appropriates \$ 950,000 in the EDC Project budget for CDBG Grants.
6. Appropriates \$ 30,000 in the EDC budget for the Triangle North Microgrant.
7. Appropriates \$1,905 in the Animal Control budget for the Best Friends Grant.

Enterprise Budget Adjustment

8. Appropriates \$ 20,000 from Enterprise Fund Balance to Public Utilities budget.

General Fund Balance for FY25 Expenses:

9. Appropriates \$ 95,000 to Code Enforcement for Stewart Ordinance Updates as previously approved by Board.
10. Appropriates \$ 55,952 to Norlina Fire Department for correction of fire tax payments.

Appropriates \$ 10,000 to Buildings and Grounds for additional space assessment costs.

- B. Consider Approval of Revised Hwy 1 Industrial Site Project Ordinance

6. FOLLOW UP

- A. Land Posting Options in Warren County - Sheriff John Branche, Wildlife Officer Jacob Long and Wildlife Sgt. Richard Creech

7. ACTION ITEMS

- A. Approve Warren County Community and Economic Development's Application for a GoldenLEAF SITE Development Grant for the Hwy 1 Industrial Site Not to Exceed \$1.5 Million
- B. Approve Resolution of Warren County Board of Commissioners Authorization to Sign CDBG Scattered Site Requisition Forms
- C. Consider Approval of EMS Billing Contract with Collection Billing in the Amount of \$1,100 per month plus 5.50% of Collections and Authorize County Manager to Execute Documents - Chris Pegram, Deputy Director, Warren County Emergency Services
- D. Consider Approval of Warren County Armory Civic Center Fee Waiver Application from Center for Energy Education. If Fee Waiver is Granted, a \$300 Non-Refundable Cleaning/Damage Fee Will Apply - Paula Pulley, Clerk to the Board

- 8. BOARD OF COUNTY COMMISSIONERS' UPDATES**
- 9. CLOSED SESSION IN ACCORDANCE WITH NCGS 143-318(a)(5) FOR PERSONNEL MATTERS**
- 10. ADJOURN March 10, 2025 BOARD MEETING**