



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

6:00 PM
April 6, 2026

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

Rules for Citizen Comments: Please sign up to speak. The maximum time allowed 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 may not have been addressed by a previous speaker. If a response from the County Manager or Board of Commissioners 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.

3. CONSENT AGENDA

- A. Approve Minutes of February 18, 2026 Work Session and March 2, 2026 Regular Meeting
- B. Tax Collector's Report for February 2026 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

Under \$100	4/6/2026	CO MGR INITIALS: _____	Date: _____			
<u>ERROR CORRECTION RELEASES:</u>						
<u>NAME</u>	<u>Year</u>	<u>ACCT#</u>	<u>MAP #</u>	<u>RECORD #</u>	<u>AMOUNT</u>	<u>REASON</u>
OVERMAN RICHARD	2025	98853-200		453988	\$ 6.20	PERSONAL PROP SOLD IN 2024
SUB-TOTAL ERROR CORRECTIONS:					\$	6.20

Over \$100					
<u>MOTOR VEHICLE RELEASES:</u>					
WILLIAMS MALCOLM LAMONT	2025 LMR7673	V-201758904	\$	1,190.05	VEHICLE REG IN MD AT TIME OF GAP PER DOCUMENTS
SUB-TOTAL MOTOR VEHICLE RELEASES:			\$	1,190.05	
			\$	-	
Total Releases			\$	1,190.05	

- D. Approval of Proclamation Declaring April 2026 as County Government Month
- E. Approval of Proclamation Declaring April 26 Through May 3, 2026 as Stewardship Week
- F. Public Health Week 2026 Proclamation
- G. April 2026 Child Abuse Prevention Month

4. COUNTY MANAGER'S UPDATE – Crystal Smith

- A. Property Tax Legislation Update - Tax Administrator Marian Cascone
- B. Introduction of Finance Officer - County Manager Crystal Smith
- C. Citizen Comments Responses
 - Milo Alston Comment Response - County Manager Crystal Smith
 - Joe Zeno Comment Response - Assistant County Manager Matt Garner
- D. Update on Boards/Committees/Commissions Training - Clerk to the Board Paula Pulley
- E. People's Academy Update - Assistant County Manager Matt Garner

5. FINANCE OFFICE – Interim Director Chuck Murray

- A. Consider Approval of Budget Amendment #4 to the FY2026 Budget Ordinance to Recognize the Allocation for COLA Funds to Various Budgets, Close Out Old Inactive Funds and Recognize Additional Revenue Received

6. ACTION ITEMS

- A. Consider Approval to Accept Late Application for Property Tax Relief from Jerusalem Global Methodist Church and Instruct Tax Department to Continue with Qualification Process
- B. Consider Approval of Renewal of Lease Agreement for Afton Convenience Center - Site 3 Between Warren County and James Kenneth Pernell for a Five (5) Year Term Beginning April 16, 2026 and Ending April 16, 2031 at a Rate of \$425.00 Per Month and Authorize County Manager to Execute Documents
- C. Consider Approval of Amendment to Lease Agreement for Convenience Site #8 with Brenda Keeter to Add Cynthia King as an Additional Property Owner
- D. Consider Approval of Amendment to Contract with Stewart in an Amount not to Exceed \$15,000 for Completion of Unified Development Ordinance (UDO) - Assistant County Manager Matt Garner

- E. Consider Approval of Amendments to Farmers Market Advisory Board By-Laws to Include Membership of a Representative from Warren County Soil and Water and Warren County Tourism Development Authority - Cooperative Extension Director Stacy Burns

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

- A. Appoint a Commissioner to Serve as Ex-Officio Member of Farmers Market Advisory Board
- B. Appoint a Representative of Warren County Soil and Water to Serve on Farmers Market Advisory Board
- C. Appoint a Representative of Warren County Tourism Development Authority to Serve on Farmers Market Advisory Board
- D. Consider Approval of Re-Appointment of Jessica Harvey to a Second Three-Year Term on the Planning Board Beginning February 2026 and Ending January 2029
Other Statements of Interest Received from Joe Zeno and Erica Horton
- E. Consider Approval to Appoint Forrest Alston (Currently Serving as Second Alternate) to Fill the Unexpired Term of Barbara Espinosa on the Planning Board. This Appointment Ends on April 30, 2026.

8. BOARD OF COUNTY COMMISSIONERS' UPDATES

9. CLOSED SESSION IN ACCORDANCE WITH NCGS 143-318(a)(3) FOR ATTORNEY-CLIENT PRIVILEGE

10. ADJOURN April 6, 2026 BOARD MEETING

[MEET_FOOT]