

Walter M. Gardner, Jr.  
Mayor

Robert F. Davie, Jr.  
Administrator

## TOWN OF WARRENTON

*Historically Great - Progressively Strong*

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### BOARD OF COMMISSIONERS REGULAR MEETING

JULY 11, 2016

Those attending were: Mayor Walter Gardner	Robert Davie, Administrator
Commissioner Mary Hunter	Goble Lane, Police Chief
Commissioner Michael Coffman	Jennifer Harris, Warren Record
Commissioner Frank Holt	William "Bill" Perkinson, Public Works
Commissioner Kimberly Harding	Annette Silver, Minute Taker
Commissioner William "Tom" Hardy	

Commissioners Britt and Blalock were absent.

#### **CALL TO ORDER/MINUTES/AGENDA**

Mayor Gardner called the regular monthly meeting of the Town of Warrenton to order at 7:00PM. Those attending were asked to observe a moment of silence for our country as a result of the turmoil currently being experienced as well as for Linda Bobbitt and her family regarding the death of her mother. Commissioner Coffman led the Pledge of Allegiance. The Conflict of Interest Statement was reviewed. The Proposed Agenda was presented. A motion was made by Commissioner Hardy with second by Commissioner Hunter to approve the Proposed Agenda. The motion was approved by unanimous vote. The Minutes for the Budget Hearing, Public Hearing for the CDBG Grant and the regular meeting were presented. A motion was made by Commissioner Coffman with second by Commissioner Hardy to accept the minutes. The motion was approved by unanimous vote. Commissioner Hardy inquired about the water break on Graham Street on June 25th. Bill Perkinson reported that 1 to 1.2 million gallons of water were lost and the cost to refill the water tanks was \$2600.

#### **PUBLIC COMMENTS**

No public comments were voiced.

#### **CONSENT AGENDA**

The Consent Agenda was presented.

- (a) Year-to-Date Revenue and Expenditure Reports (Budget vs. Actual)
- (b) Monthly Checks
- (c) Public Works Monthly Report
- (d) WWTP Monthly Report
- (e) Police Activity Report

A motion was made by Commissioner Hunter with second by Commissioner Harding to approve Consent Agenda. The motion was approved by unanimous vote.

## **COMMITTEE REPORTS**

### **FINANCE and ADMINISTRATION**

Commissioner Hunter had no report other than written submission. Town Administrator gave end of year financial summary as well as an outlook for the 2016-2017 fiscal year, which now appears better than first anticipated due to an increase in expected sales tax revenue.

### **PUBLIC WORKS**

Commissioner Harding complimented Public Works staff on job well done during the water main break on June 25<sup>th</sup> as well as thanked the citizenry for their patience during the fix. The water main issues and urgencies will be communicated to the USDA and engineers involved in the upcoming project. She also complimented staff on the clean-up from the storm of Friday night.

### **PUBLIC SAFETY**

Commissioner Hardy stated that police checkpoints are continuing successfully. On Monday, August 1<sup>st</sup>, the Town will be visited by a large number of jury pool candidates for a Superior Court case. Jury selection is being done in Warrenton for a Halifax County case. Food merchants have been made aware of the influx as well the suspension of 2-hour parking. Mayor reported fire calls have been quiet. A partnership with Hawtree Fire Department is planned this coming weekend to assist with inspection/training. Mayor also announced that the Fire Department will hold a 60th Year Anniversary Gala on October 22, 2016 at Armory. Tickets may be obtained from Mayor.

### **HUMAN RESOURCES/INFORMATION TECHNOLOGY**

In absence of Commissioner Blalock no report was given.

### **REVITALIZATION/HISTORICAL**

Commissioner Coffman stated that there was no report from Historic District Commission. The Revitalization Committee is continuing plans with the Harvest Market October 8, 2016 with Break Time Band being featured. Small Town Main Street plans are taking form. The Spring Music Festival featuring Mandolin Orange is still progressing in a positive mode.

### **BEAUTIFICATION/FACILITIES**

In absence of Commissioner Britt, Mayor complimented Public Works staff on how clean the Town is after the storm, also, the crepe myrtles look good.

### **PLANNING/ZONING/ANNEXATION**

Commissioner Holt announced the next meeting concerning Minimum Housing is August 2nd. An Ordinance is planned to be presented at the September meeting. The Dog Park Committee has made great contacts and has possibly found land for Park use. A full presentation is upcoming.

### **OLD BUSINESS**

Robert Davie presented the status of grants as follows:

**Fund 51** USDA Rural Development - \$4.5 million project which includes Town Hall renovation, water main, water line repairs, and radio-frequency water meter installation. Bids are anticipated to be submitted in November with completion and operation Fall of 2018.

**Fund 49** Main Street Solutions Fund - \$150,000 renovation of two buildings for Quilt Lizzy. Work has begun on second building.

**Fund 50 NC Commerce ULRC** - \$37,500 planning grant to generate a revitalization and ultimate streetscape plan for Main, Macon and other streets (goal to put power lines underground). Davie is working with engineers.

**Fund 48 NC Parks & Recreation Trust Fund** - \$28,500 to develop park on Hayley Street Property scheduled to be cleared of specified trees within month.

**NC DENR** - \$50,000 to develop an Asset Management Plan for Water Department application underway by Town's regular engineering firm.

**NC Commerce Main Street Downtown Redevelopment** - \$500,000 to redevelop 107 N. Main Street awaiting award letter and grant number to proceed with renovations

**NC Commerce Demolition Grant** - \$75,000 grant plus \$25,000 match from property owner to demolish old Tar Heel Tire buildings awaiting 2nd quote

**USDA Community Facilities** - \$75,000 for ADA accessibility and window and bathroom renovations at historic Community Center W. Franklin Street. Project on hold George Vital at USDA is looking for grant dollars.

**National Endowment for the Arts** - \$50,000 for Main Street Illumination project applying for the 3rd time. Davie spoke with NEA regarding application deficiencies. At this time a discussion was held in hopes of securing a 2017 Grant from NEA. A Resolution was presented showing Town support for project. A motion was made by Commissioner Hardy with second by Commissioner Coffman in support of Resolution for Illumination Project. The motion was approved by unanimous vote. Suggestions were made to Davie concerning enhancing application.

#### **NEW BUSINESS**

Citizens Advisory Board recommendations were presented for Ordinance violation on Battle Avenue and Bute Street. A motion was made by Commissioner Hardy with second by Commissioner Hunter to accept CAB recommendations on violations. The motion was approved by unanimous vote.

#### **NO ANNOUNCEMENTS**

#### **ADJOURNMENT**

With no further business the meeting was adjourned.