

Walter M. Gardner, Jr.
Mayor

Meredith Valentine
Interim Town Administrator

Town of Warrenton

"Historically Great - Progressively Strong"

Post Office Box 281
Warrenton, NC 27589-0281
PHONE (252) 257-1122 FAX (252)257-9219

BOARD OF COMMISSIONERS REGULAR MONTHLY MEETING SEPTEMBER 11, 2017

Those attending were: Mayor Walter Gardner
Commissioner Mary Hunter
Commissioner Michael Coffman
Commissioner Frank Holt
Mitch Styers, Attorney
William "Bill" Perkinson, Public Works Director
Meredith Valentine, Interim Administrator
Commissioner Kimberly Harding
Commissioner John Blalock
Commissioner William "Tom" Hardy
Sgt David Ward, Police Dept
Annette Silver, Minute Taker

Commissioner Britt was absent due to an injury. There were 9 citizens present.

CALL TO ORDER/PROPOSED AGENDA

Mayor Gardner called the regular meeting of the Town of Warrenton at 7:00 pm September 11, 2017. Those attending were asked to observe a moment of silence remembering this day in history as well as victims of storms and disasters around the world. Commissioner Hunter led the Pledge of Allegiance. The Proposed Agenda was presented. Item 4, Special Called meeting 8-4-17 should be removed. A motion was made by Commissioner Blalock with second by Commissioner Hardy to approve the Proposed Agenda with correction. The motion was approved unanimously. The Mayor reviewed the Conflict of Interest Statement.

PUBLIC COMMENTS

No Public Comments were voiced.

MINUTES OF AUGUST 14, 2017 MEETING

The Minutes of the August 14, 2017 meeting were presented. A correction to the spelling of Commissioner Hunter's name was noted as well as the spelling of fiscal. A motion was made by Commissioner Blalock with second by Commissioner Hunter to approve Minutes with corrections. The motion was approved unanimously.

CONSENT AGENDA

The Consent Agenda was presented.

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

A motion was made by Commissioner Blalock with second by Commissioner Hunter to approve the Consent Agenda. The motion was approved unanimously.

COMMITTEE REPORTS

FINANCE and ADMINISTRATION

Commissioner Hunter had no additions to written report. Mayor Gardner that a report of the 1st draft from the auditors shows that approximately \$40,000 will be applied to the fund balance. Within the next 60 days we will get the final report from the auditor.

PUBLIC WORKS

Commissioner Harding had no additions to written reports.

PUBLIC SAFETY

Commissioner Hardy reported in addition to written reports, traffic stops have gone smoothly. Quilter's Lane Committee was approached by the Arts Council, they applied and got approval for an \$1100 grant that requires a 50/50 match. Commissioner Blalock asked if Town budget could find the funds necessary. Mayor Gardner asked Commissioner Hardy to come up with a proposal on what Quilters Lane would like to do and present it to the Board by November for their consideration. A discussion was held on adding a link to Town website for Quilter's Lane and creating a Quilter's Lane Facebook page. Fireman's Day is scheduled for September 23, 2017.

HUMAN RESOURCES/INFORMATION TECHNOLOGY

Commissioner Blalock had no report. Public Works Director was asked the condition of Kenny Champion and he replied more will be known after doctor's appointment Friday.

REVITALIZATION/HISTORICAL

Commissioner Coffman had no report from the Historic District Committee. Revitalization is discussing a possible Blues Concert in early 2018. Movie Night is looking good and flyers are circulating. Cheryl Reddish, Warren County Librarian, has been very helpful with project (purchasing films etc). Harvest Market has received \$1200 in sponsorship funds (First Citizen Bank -CenturyLink -United Healthcare). Music will be performed by Jimmy Weaver Trio. The NCDOT Bicycle and Pedestrian Planning Grant was discussed (a 90/10 grant). The notion of creating a countywide bike ride much like what is located in Williamsburg, VA or Emerald Isle areas was discussed.

BEAUTIFICATION/FACILITIES

In absence of Commissioner Britt, it was reported that Hayley-Haywood Park project is progressing. Commissioner Blalock inquired as to what the walking area would be constructed of. He suggested the material used at YMCA in Henderson be considered. Tom Moss the landscape architect for the Hayley-Haywood Park will be consulted about the walking trail and local clubs for possible beautification ideas and contributions

PLANNING/ZONING/ANNEXATION

Commissioner Holt thanked Ret. Col. John Jenkins and Jeff Harty for their service on the Planning Board. People nominated for those positions were Travis Packer and Carlos Verdager. A motion was made by Commissioner Hardy with second by Commissioner Holt to accept the nominations to the Planning Board. The motion was approved unanimously. A motion was made by Commissioner Blalock with second by Commissioner Hardy to approve the zoning change from C2 to C1 for W. Franklin Street and Front Street properties. The motion was approved unanimously. A motion was made by Commissioner Blalock with second by Commissioner Hunter to recommend that the Planning Board review correction proposed to zoning area of Ridgeway-Warrenton Road from Industrial to R-20 Residential at their upcoming meeting 9-14-17. The motion was approved unanimously.

OLD BUSINESS

STATUS OF GRANTS

Fund 48 NC Parks & Recreation Trust Fund - waiting for electrician to quote lights and check for approval of Town turning on and off

Fund 49 Main Street Solutions Fund - reporting complete

Fund 51 USDA Rural Development received two bids over budget, working with USDA to consider options

Fund 53 NC Commerce Main Street Downtown Redevelopment bid received over budget working on options

Fund 44 NC DENR No changes

Fund 55 NC DEQ Water Infrastructure WWTP No Change

Fund 57 NC Commerce Demolition Grant No Change

TAP GRANT No changes

Duke Energy Electrician coordinating with Duke Progress Energy for using electrical pole next to charging station, then will provide quote.

Covington Foundation Re-applied in August; waiting for notification

Fund 58 USDA Community Facilities trucks ordered

NC DENR received award; sign resolution and agreement for Professional Services with Municipal Engineering

FEMA - WWTP Berm No change

USDA FMPP Farmers Market No change

NEW BUSINESS

Commissioner Holt presented revisions to Town Code of Ordinances (Chapter 90 - Nuisances Animals) concerning a recommendation from the Zoning Committee for tethering of dogs. A motion was made by Commissioner Hardy with second by Commissioner Blalock to accept draft of Ordinance and send to lawyer for review. The motion was approved unanimously.

*See copy of Ordinance following minutes.

A Resolution was presented to apply for a NC Mainstreet Solutions grant for restoration of 120 S. Main St. A motion was made by Commissioner Blalock with second by Commissioner Harding to approve. The motion was approved unanimously. The 120 S. Main St. and the 123 N. Main St. grants will be applied for together.

A motion was made by Commissioner Coffman with second by Commissioner Hunter to approve the Resolution for Asset Inventory and Assessment Grant for sewer mapping. The motion was approved unanimously.

A motion was made by Commissioner Blalock with second by Commissioner Hardy to approve the Resolution to apply for NC DOT Bicycle and Pedestrian Planning Grant. The motion was approved unanimously.

Three agreements for Professional Services with Municipal Engineering were presented. A motion was made by Commissioner Coffman with second by Commissioner Blalock to approve Agreements. Motion was approved unanimously.

ANNOUNCEMENTS

Town received a letter from Town of Louisburg thanking Warrenton for support in the 401 Highway Project. Kerr-Tar Banquet scheduled for September 28, 2017, Warren County is the host. "Discover History Worth Repeating" kick-off is scheduled for September 26, 2017. Commissioner Hunter announced that Preservation Warrenton is sponsoring a talk series, "All About Town", Saturday, September 30, 2017. Craig mentioned that the Rosenwald School Tour would be held in November.

