

Walter M. Gardner, Jr.
Mayor

Robert F. Davie
Town Administrator

TOWN OF WARRENTON

"Historically Great - Progressively Strong"

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BOARD OF COMMISSIONERS REGULAR MEETING

JULY 14, 2014

Those attending were:

Mayor Walter Gardner

Commissioner Palmer "Woody" King

Commissioner Mary Hunter

Commissioner Kimberly Harding

Commissioner John Mooring

Commissioner William "Tom" Hardy

Robert Davie, Town Administrator

Goble Lane, Police Chief

William "Bill" Perkinson, Public Works Director

Jennifer Harris, Warren Record

Annette Silver, Minute Taker

Commissioners George "Al" Fleming and Margaret Britt were absent. Four citizens were present.

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. The Pledge of Allegiance was led by Commissioner Mooring. The Proposed Agenda was presented with 2 additions; (1) application for a building rehab grant from Main Street Solutions Fund (2) an amended agreement with Warren County regarding water purchases. The amended Agenda was presented with motion to accept by Commissioner Mooring and second by Commissioner King. The vote to approve the motion was unanimous.

Public Comments

Public Comments were heard from Ms. Dottie Pierce and Ken Bowman. Ms. Pierce received a letter concerning furniture and other items located in her front yard at 218 East Franklin Street. (The letter was reviewed by all commissioners). Ms. Pierce has attempted to adhere to Town request. She stated that she attempts to subsidize her income with yard sales bi-monthly (the items are left on the porch, covered with tarp for easy access). She also stated that her health condition required her to be on oxygen 24 hours a day. Commissioner Mooring asked if the items could be removed from the porch. She replied that it would be an inconvenience. Mayor Gardner suggested that Town Administrator send Joel Bartholomew to her residence to review the changes she has made and make suggestions. Also, Ms. Pierce had questions concerning her monthly water bill. Mayor Gardner suggested the public works director contact her and discuss her concerns with her. Ken Bowman, Warren County Economic Commission Director, was present to introduce himself and comment on a positive and working partnership of the Town with the County.

Consent Agenda

The Consent Agenda was presented.

- (a) Minutes of Board Meeting June 2014
- (b) Year-to-Date Revenue and Expenditure Reports (Budget vs. Actual)
- (c) Monthly Checks Report
- (d) Public Works Monthly Report
- (e) WWTP Monthly Report

(f) Police Activity Report

A motion to accept the Consent Agenda was made by Commissioner Mooring with second by Commissioner King. The vote to approve the motion was unanimous.

Committee Reports

Finance and Administration

In addition to the written report, the Town Administrator requested a budget amendment for 2014-2015 Fiscal Year, authorizing the combination of budget line numbers pertaining to retirement contributions. This change is needed due to requirements in the Town's financial software. Commissioner Mooring made motion to accept the amendment with second by Commissioner Hunter. The vote to approve the motion was unanimous.

Public Works

In addition to the written report, Commissioner Harding and Bill Perkinson stated the change in schedule for trash collection appears to be accepted well by businesses and residential customers. The water main break occurring on Sunday, July 13 at Brehon and Fairview Street was caught quickly and corrected. Commissioner Mooring asked if the work could have been done without the assistance of Jimmy Harris and his crew. Perkinson stated that contractors were necessary due to equipment and manpower needed. Commissioner Hardy inquired if the aid of the reverse 911 code red was helpful. Perkinson stated it was used effectively but will need to be tweaked prior to another emergency. The Town Administrator is reviewing a reverse 911 software application that may benefit several Town departments more effectively. The Board commended Bill Perkinson and staff for all work done effectively and efficiently in this emergency. Perkinson reported that the repair to the roof at WWTP has been completed.

Public Safety

In addition to the written report Police Chief Lane has turned over surplus radios to the Fire Department. Sergeant Hammond has resigned from full-time work at the Warrenton Police Department full-time to take a job in Vance County; however, he will continue as a part-time officer for the Town an average of 8-10 days a month. The violations booklet have been updated and received. Southern Credit Adjusters, Inc. has received payments for delinquent violations. Commissioner Harding asked for clarity of 2-hour parking on Main Street. Chief Lane informed the Board of a call by a concerned citizen involving suspicious activity that resulted in an arrest for the Town and the County. Chief Lane discussed need for an additional patrol car, specifically when vehicles are under repair as in a current situation. Commissioner Hardy questioned the need. Commissioner King requested that the Chief provide additional information and a review be conducted at the next board meeting. Mayor Gardner and Mr. Davie sent positive feedback to the County Manager on the appearance of the courthouse parking lot behind the Hendrick building on Front Street. (It allows for more parking spots as well as a neater appearance). Mayor reminded Board of fire department insurance inspections on August 11-12-15, 2014.

Human Resources/ Information Technology

In absence of Commissioner Fleming, Mr. Davie reported that HR Essentials will make a formal presentation at the August BOC meeting. The Board will receive information prior to meeting.

Revitalization/Historical

Commissioner King had no report from the Historic District Commission. The next Revitalization Committee meeting is scheduled for Tuesday, July 15, 2014. Commissioner King introduced Emil Chapman, a rising junior at NCCU to Board. Chapman has been doing an internship at Futrell Pharmacy this summer and a portion of his studies requires attendance at a governmental meeting.

Beautification/Facilities

In absence of Commissioner Britt, Mr. Davie reports the crape myrtles have been planted on Main Street. The liriopie will be planted this week and then USDA will do an inspection of the work to

date. Additional crape myrtles and metal furnishings will be purchased with remaining grant funds. A meeting of the Streetscape Committee will be scheduled.

Planning/Zoning/Annexation/Cemetery

Commissioner Mooring reported that Internet Highway 401 has requested extended hours for their gaming business. This extension of hours requires an ordinance amendment via a special use permit. Currently, the ordinance reads: "All game rooms shall be closed from 11:00pm until 7:00am Monday through Thursday and shall close at 12:00 midnight on Fridays and Saturdays." The proposed language would be: "All game rooms shall be closed from 11:00pm until 7:00am Monday through Thursday and shall close at 2:00am on Saturday and Sunday mornings." A motion to accept change in ordinance language was made by Commissioner Mooring with second by Commissioner King. Commissioner Hardy asked Chief Lane if there had been any concerns at the business. Lane stated that none had been reported. It was asked if another special use permit was required for this business. Mr. Davie stated one was issued when the business opened as A & M Sweepstakes. The vote to accept was the motion carried unanimously. As a result of recent regulations implemented by NC Department of Transportation, sidewalk dining on Main Street should be regulated by permit. According to G.S. 136-27.2, NCDOT regulates all dining on Highway 401 via an agreement between the Town and State. It was noted that the Town already has sidewalk dining. Commissioner Mooring suggested this item be tabled until the August meeting allowing Attorney Styers to review the NCDOT agreement and advise the Town.

Old Business

Bar-Lyn Enterprises, Inc of Durham submitted a bid of \$31,500 to remove all paint from the exterior windows, doors and casing (approximately 23 windows and 7 doors) at town hall building and \$28,375 to repaint windows and doors (primer and 2 coats of finish paint) and re-glaze and caulk as needed. SBC Painting of Henderson submitted a bid of \$22,650 to remove old paint (as much as possible without damage), obtain paint chips and dispose of, wet down areas as scraping, and apply 2 coats exterior. There were questions as to the complete removal of paint and the possibility of having to repeat the lead abatement in the future. Mr. Davie is to review another possible alternative which is to fully replace existing windows. .

New Business

Michael Layne appeared before the Board requesting use of a portion of his property, located at 135-137 S. Main Street, as a residence and part as a gallery. Mr. Layne plans to apply for a grant to renovate the buildings, using one as a business with rear residence. Commissioner Mooring asked if the residence would be temporary or permanent arrangement. Layne plans for a permanent arrangement. There were concerns and questions about joint firewalls. It was agreed a Public Hearing would need to be held to change ordinances and adopt a special use permit for first floor residential in the C-1 district. Commissioner Mooring recalled the ordinance changes allowing the Corker's to use 134 S. Main Street with an upstairs residence.

An application by the Town for a Main Street Solution Funds grant on behalf of Commissioner Harding was presented. The grant would assist in the renovation 102 S. Main Street. A motion to approve the application was made by Commissioner Mooring with second by Commissioner King. Commissioner Harding abstained from vote. The vote to accept the motion was unanimous. Mr. Davie presented a revised water purchase agreement from Warren County for approval. Upon review and approval by Attorney Styers, Commissioner Mooring made a motion to accept the revised water purchase agreement with second by Commissioner King. The motion passed by a unanimous vote. Finally, Mr. Davie presented a Festival of Lights digital light show from Berlin, Germany that could be repeated in Warrenton to generate economic development. The light show is unique in the U.S. and could be quite a draw for Warrenton. Grants could be used to finance the project. Mr. Davie presented this idea as a possibility for the Board to consider.

Commissioner Mooring made motion with second by Commissioner Hardy to go into closed session in reference to a personnel matter. With no further business after closed session, the meeting was called to adjournment.