

Walter M. Gardner, Jr.
Mayor

Robert F. Davie
Town Administrator

TOWN OF WARRENTON

“Historically Great - Progressively Strong”

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Board of Commissioner's Regular Meeting **May 13, 2013**

Those attending were:

Mayor Walter Gardner

Commissioner Palmer King

Commissioner George Fleming

Commissioner Mary Hunter

Commissioner Kimberly Harding

Commissioner Margaret Britt

Commissioner John Mooring

Commissioner Julius Banzet

Robert Davie, Town Administrator

Bettie Davis, Finance Clerk

Mitch Styers, Attorney

Goble Lane, Police Chief

Bill Perkinson, Public Works Director

Jennifer Harris, Warren Record

Annette Silver, Minute Taker

Rick Seekins, COG Representative

There were 9 citizens present.

Call to Order/Minutes/Agenda

Mayor Gardner called meeting to order at 7:00 PM followed by a moment of silence and the Pledge of Allegiance. The Proposed Agenda was presented with motion to approve by Commissioner Banzet and second by Commissioner King. The vote to approve was unanimous.

Public Comments

Public Comments were heard by Lynn Stemle, Debbie Speer, and Anne Harris. Lynn Stemle was before Board with a prospective plan to honor “Citizen Soldier” by developing a park. Stemle has acquired consent from Jane Connell to use property she owns on Highway 158 outside of city limits next to Armory. The park would be named Veterans Park and Gardens at Warrenton consisting of approximately 9.5 acres of botanical gardens and walking trails. Stemle admits a lot of work will have to be done but the outcome would be rewarding. Mayor and Commissioners praised the idea and offered assistance and support. Mrs. Speer asked permission to organize a clean-up day for Town. The Board agreed the idea was good and in favor of such. Mayor Gardner mentioned coordinating with NC Clean Sweep Project in the fall as well.

Consent Agenda

- A. Minutes of Board meeting April 11, 2013
- 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

Consent Agenda was presented. The following errors were noted; the month in item A should be April instead of March; the incorrect spelling of commissioners and Commissioner Hunter was incorrectly identified as Commissioner Hunt. A motion to accept the consent agenda with corrections was made by Commissioner Banzet with second by Commissioner Hunter. The vote to approve was unanimous.

Committee Reports

Finance and Administration

Commissioner Hunter reported the Finance Committee had no report other than items to be addressed by Administrator. Mayor took this opportunity, as past COG president, to explain the \$317,000 deficit to COG funds and why COG members are being asked to pay an assessment to replenish (Warrenton amount is \$1198). Mayor and Mr. Seekins both explained the process is by no means illegal and most business comingles funds in a general account. Commissioner Mooring inquired if the deficit would have any effect on Town loans both men responded no. Commissioner Banzet made the motion with second by Commissioner King for Warrenton to accept and pay the \$1198 assessment. The vote was unanimously approved.

Public Works

Commissioner Harding reported other than the written report the purchase of a truck was the only other item of concern for Public Works. The Committee met and their recommendation is to purchase a 2013, ¾ ton, extended cab truck. The Board discussed the pros and cons of size and mpg of ½ ton over ¾ ton truck. The trucks will be rotated in public works department with the oldest truck being place on surplus list. Commissioner Mooring made the motion to purchase a ¾ ton truck with second by Commissioner King. The vote was unanimously approved.

Public Safety

Commissioner Banzet reported other than written report there was no additional information. Commissioner Mooring questioned police car and officer being located most of day at the new SECU building on opening day. Police Chief Lane explained it was not an unusual occurrence to have vehicles placed for extended times in an area. A question arose to littering throughout the Town. Chief Lane stated if a license number of a vehicle seen littering from is reported to the police department, a letter will be sent informing the owner of situation. Also, if trash is found on Town streets with an address the same will be done.

Human Resource/ Information Technology

Commissioner Fleming had no report; however, requested a closed session at end of regular meeting tonight to discuss personnel matter.

Revitalization/Historical

Commissioner King reported Spring Fest was deemed a success. Partnering with the Wounded Soldier Project and great weather made for no problems. The question was asked if the beer concession made a profit, King stated to his knowledge it broke even. The next Small Town Main Street meeting is scheduled for Tuesday, May 21, 2013 with Revitalization Committee meeting to follow. The June meeting of STMS will be the final official meeting of the partnership with Warrenton. A resolution was presented adopting an agreement to continue participation in the NC STMS Program for 2013-2014. Commissioner King made the motion to accept the resolution with second by Commissioner Harding. The vote was unanimously approved.

Beautification/Facilities

Commissioner Britt had no success in stopping the pruning of trees in Warrenton by Asplundh or Progress Energy. Mrs. Britt has continued with no success to contact a human to discuss Town concerns. Commissioner Mooring asked if Town can fine Progress Energy as is done with individual homeowners when pruning is done without Town permission as stated in ordinances. Commissioner Fleming suggested taking pictures of the way pruning was done and forward to Asplundh and Power Company. Commissioner Mooring, also, suggested lodging a formal complaint to pruning as well as lack of clean-up job. It was, also, asked if crepe myrtles die who would be responsible for replacement. Commissioner Britt accepted all input and will proceed. It was noted Hawkins Cemetery, in circle at Mariam Boyd, has been cleared of fallen tree.

Planning/Zoning/Annexation

Commissioner Mooring had no report.

Administrator's Report

Administrator Davie and Rick Seekins informed Board that the Catalyst Grant submitted is on hold due to division having cancelled funding temporarily. Iris Payne states a new round of funding is scheduled for fall 2013 and Warrenton will be included. A resolution was presented authorizing support of Town application for N C Rural Center Grant Funds for Water Meter Replacement Project. Commissioner Mooring made the motion with second by Commissioner Fleming for Town Administrator to submit application for replacement project. The vote was unanimously approved. It was noted with or without the Grant the work needs to be done. The grant would make the pay off sooner.

New Business

Commissioner Mooring is investigating lots that are possibly owned by the Town per county records (lot near old depot ¼ ac; lot behind Polk house (between Warren and Bute Streets) and lot at end of Hazelwood Rd in curve). These lots, if owned by Town and not used could possibly be auctioned for back taxes and upkeep to profit Town.

The renewal of the audit contract with Winston, Williams, Creech, Evans & Co., LLP was presented at \$19,350, this is an increase of \$700 over last year's cost. There were questions raised as to whether Warrenton is locked into using only this company. Has there been an increase each year? Can the contract be negotiated? The Board discussed this further and asked Mrs. Davis for her input. Mrs. Davis invited the Board to come to Town Hall when auditors are present and reminded the Board that Winston, Williams, Creech, Evans & Co., LLP have represented the Town at State inquiries. Commissioner Banzet made the motion with second by Commissioner Fleming to accept the contract for 2013-2014 with the possibility of engaging another firm for 2014-2015. The vote was unanimously approved.

Richard Hunter requested Town of Warrenton to waive the \$50.00 fee required for major COA for Historic District properties. Commissioner Mooring made the motion with second by Commissioner King to waive the \$50.00 fee required for major COA for Historic District properties. The vote was unanimously approved.

There were adjustments noted to Proposed Budget 2013-2014 Budget as follows:

- A. 37-400-207 decrease of \$346 in estimated Software Purchase
- B. 37-500-201 Maintenance & Repair Bldg line should read 1/3 Town Hall Roof & Rent
- C. 37-600-310 increase of \$250 to Donation Town Fire
- D. 33-600-320 increase of \$96 in estimated Contract Fire Protection
- E. 38-850-312 increase of \$1000 to Auditor Expense
- F. 38-850-315 decrease of \$1000 in Contingency Fund Line
- G. 39-860-302 increase of \$1000 in auditor expense
- H. 39-860-312 decrease of \$1000 in Permits and Fees

A Public Hearing for Budget is scheduled for June 10, 2013 at 6:30 PM prior to regular Town meeting.

All roof bids are not in (Gupton's Roofing \$110,000 Bolton \$110,000), waiting for Kimball Roofing bid. After bids are received, they will be referred to Oversight Committee, and then presented to Board.

The language changes for Town ordinances are still being reviewed.

A motion was made by Commissioner King with second by Commissioner Mooring to accept continuation of electronic records contract for USDA revolving loan. The vote was unanimously approved.

A motion was made by Commissioner Fleming with second by Commissioner Banzet to go into closed session. The vote was unanimously approved.

A motion was made by Commissioner Banzet with second by Commissioner Fleming to adjourn.

The vote was unanimously approved.

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