

Walter M. Gardner, Jr.
Mayor

Robert F. Davie
Town Administrator

TOWN OF WARRENTON

“Historically Great - Progressively Strong”

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November 12, 2012 Minutes

Board of Commissioners Regular Meeting

Those attending were:

Mayor Walter Gardner

Commissioner Palmer “Woody” King

Commissioner Mary Hunter

Commissioner George “Al” Fleming

Commissioner Julius Banzet

Commissioner Margaret Britt

Commissioner John Mooring

Robert Davie, Town Administrator

Bettie Davis, Finance Clerk

Bill Perkinson, Public Works Director

Goble Lane, Police Chief

Jennifer Harris, Warren Record

Annette Silver, Minute Taker

There were 18 citizens in attendance.

Call to Order/Minutes/Agenda

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

Public Comments

Public comments were heard from Bob Shingler, who first thanked the veterans for service to country and second asked the Board to consider strongly Travis Pulley for the open commissioner seat.

Consent Agenda

- A. Minutes of Board meeting October 8, 2012
- 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

The consent agenda was accepted by motion of Commissioner Fleming and Commissioner Banzet. The vote was unanimously approved.

Open Commissioner Seat

Mayor thanked Kimberly Harding, Travis Pulley, Deborah Speer, Jana Miller, and Robert Schuerch for their interest in the vacant commissioner seat and reminded each that there are other vacancies on Town committees and hoped their interest would apply there as well. Commissioner Banzet made a motion with second by Commissioner Fleming for Travis Pulley to fill vacant commissioner seat. The vote was 3 yeas (Banzet, Fleming and Hunter) and 3 nays (King, Britt and Mooring). Mayor Gardner cast a nay vote for Travis Pulley, stating that he did not believe that the direction in which the Board was continuing was the same direction that Mr. Pulley desired. Commissioner Banzet then made the motion to leave the seat open until the fall election. The motion died for lack of a second. Mayor Gardner stated that North Carolina general statutes

indicate that a vacancy shall be filled by the sitting council which means the present governing body. Commissioner King made the motion with second by Commissioner Hunter for Kimberly Harding to fill the vacant commissioner seat. The vote was 4 in favor (Commissioners Banzet, Hunter, Fleming, and King) and 2 opposed (Commissioners Mooring and Britt) making Ms. Harding the Town commissioner. Ms. Harding was sworn in by Mayor Gardner as new town commissioner.

Committee Reports

Public Works

Mr. Perkinson reported no additional information to written report. Mr. Perkinson was asked about the completion of the South Main Street/Highway 401 paving project. He had no information regarding the paving.

Public Safety

In addition to written report Police Chief Lane reported a rash of vandalism in Town, especially on Graham, Brehon and Church Streets. He wanted all to be aware of unknown persons in our neighborhoods. A letter was presented to Board from Chief Lane asking permission for unused police items in storage to be marked as surplus as they may be donated to Lakeland Arts center. Also, there are old batteries and other broken parts in storage and not reusable by the police department which Chief Lane requested to sell, donate, trade or scrap. Commissioner Banzet made the motion with second by Commissioner King to accept the listed items as surplus and for donation or sale. The vote was unanimously approved.

Finance and Administration

Commissioner Hunter had nothing in addition to written report.

Human Resources/Information Technology

Commissioner Fleming has received no concerns and/or complaints for the Human Resource Committee. Mr. Davie is assisting the IT Committee by meeting with Mr. Withrow and Warren Tech students with the website project. At present there will be 2 students from New Tech working approximately 2 hours a week on the project. Mr. Davie has updated the Town website by posting Committee Minutes and creating a business resource area.

Revitalization/Historical

Commissioner King reported since the last meeting a community kiosk is planned for 102 S. Main Street and he is acquiring bids. The next Small Town Main Street meeting is scheduled for November 20, 2012 with a Revitalization Committee meeting to follow. Deborah Speer spoke up concerned as the property lessee stating that she has not been consulted on the project and did not appreciate being left out. Mayor and Commissioners apologized for situation but had been talking with the property owners (Fleming and Arnold). Mrs. Speer believes she should have some say so in project as she leases the property. Mr. Davie will contact Town attorney, property owners and Mrs. Speer before proceeding. The next event of the Revitalization Committee is Prelude to Christmas, December 15, 2012 at 4:00PM with Christmas Parade following at 5:00 PM.

Beautification/Facilities

Commissioner Britt complimented Mr. Perkinson and his staff on assistance in several projects. The Christmas lights are planned to be hung this weekend. The cleaning of the banners during this period has been postponed as Warrenton Cleaners has closed. Commissioner Britt has been in contact with several nurseries in the area and Franklin Brothers has the best deal for Town to purchase additional crepe myrtles for Main Street. Citizens Advisory Board met October 24, 2012 and from the Minutes it has been determined that the Cannon House (208 E. Macon Street) was condemned approximately 6 years ago and is now in county foreclosure process. This process may take a year or more to complete. Jim Sondgeroth met with the Historic Committee and is making a plan to correct his violations. Commissioner Mooring asked how this is affecting the fines. The fines will be eliminated if plan accepted. Holly Rodwell has been contacted and Town

administrator is waiting for a response. The Tucker-Daly Property (302 E. Macon Street) needs to have an amended letter sent concerning pillars left standing after removal of building. Town attorney needs to be contacted to review law before amendment letter is sent. At the recommendation of the Citizens Advisory Board, Commissioner Britt made a motion with second by Commissioner Mooring to have a truck located on N. Front Street removed. The vote was unanimously approved.

Planning/Zoning/Annexation

There was no report given concerning Zoning and planning. The funeral homes have been sent a letter detailing Town cemetery regulations. Mrs. Harding asked about trailers located on VGCC property. Mr. Mooring found permit was issued over 12 months ago. The fire marshal found the trailers exceed required size and fire sprinklers need to be installed for the correct size. VGCC has not received occupancy approval.

Administrator Report

Mr. Davie is actively pursuing new businesses for Town (a brewery, a drug store, printing company, and Southern States return). The drug store and printing company are very interested and will have further contact in November and after January 1, 2013 respectively. Southern States has been contacted because of interested citizen requests. Southern States corporate office needs a \$50,000 individual initial investment to have a store back in Warrenton. Mr. Davie is suggesting several additional grant opportunities. USDA/RBEG beautification grant is a matching grant with Preservation Warrenton committing to a \$6500 match to be used in upgrading Town appearances. A motion was made by Commissioner Mooring with second by Commissioner King to have Mr. Davie pursue the grant. The vote was unanimously approved. The second grant would be used to upgrade the water meters with 2/3 Rural Center grant to 1/3 Town match. Mr. Davie explained the Town makes sewer adjustments to customers because of leaks amounting to approximately 800,000 gallons a year. The equipment referred to in this grant is a radio frequency system that can identify and alert staff to leaks almost instantly. This grant would allow the upgrade of all town meters and use funds that are allotted on an annual basis to pay for the town's portion. Commissioner Fleming requested Mr. Davie present the Board a statistical pros and cons of project. Commissioner Mooring made a motion with second by Commissioner King to proceed with grant application and to provide BOC with statistics at next meeting. In reviewing various committees, Mr. Davie found several committee memberships need to be updated. A motion was made by Commissioner Mooring with second by Commissioner Fleming to approve the Historic District Committee membership update. The vote was unanimously approved. It was reiterated that there are vacancies on several Boards.

Unfinished Business

Administrator Davie requested a \$250 amendment to the loan of Carla Norwood, changing the approved amount from \$6250 to \$6500. He stated an error in calculation was done. The minutes of September 2012 were read reflecting the error. A motion was made by Commissioner Mooring with second by Commissioner King to amend the calculation. The vote was unanimously approved. Of the 5 bidders contacted for the Town Hall roof replacement there have been only 2 responses. Gupton Roofing of Vance County bid \$114,000 and Allen Bolton of Warren County bid \$54,000 (another bid is anticipated but contractor had death in family). It was noted the Bolton bid included the removal of the balcony, as well. Commissioner Mooring asked if doing the roof would affect the anticipated tax credit situation. Mr. Davie will seek out advice on the tax credit impact. Mayor Gardner informed Board the new city limit sign project should be concluded in 45 days.

With no further business, motion was made by Commissioner Banzet with second by Commissioner Fleming to adjourn meeting.

