

Walter M. Gardner, Jr.
Mayor

Robert F. Davie
Town Administrator

Town of Warrenton

"Historically Great - Progressively Strong"

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Town of Warrenton Board of Commissioners
Regular Monthly Meeting August 12, 2019

Those attending were: Mayor Walter Gardner
Commissioner Mary Hunter
Commissioner Michael Coffman
Commissioner Frank Holt
Commissioner Kimberly Harding
Commissioner John Blalock
Commissioner Margaret Britt
Commissioner William "Tom" Hardy

Robert Davie, Town Administrator
Mitch Styers, Town Attorney
Jennifer Harris, Warren Record
Goble Lane, Police Chief
William "Bill" Perkinson, Public Works
Annette Silver, Minute Taker

There were 7 citizens present.

Call to Order- Pledge of Allegiance-Moment of Silence

Mayor Gardner called regular monthly meeting of the Town of Warrenton to order Monday, August, 12, 2019. The Pledge of Allegiance was led by Commissioner Frank Holt. A Moment of Silence was held for the family of recently deceased Colonel John T. Jenkins.

Conflict of Interest Statement, and Proposed Agenda

The Conflict of Interest Statement was reviewed. The Proposed Agenda was presented. A motion to approve was made by Commissioner Blalock with second by Commissioner Hardy. The motion was approved by unanimous vote.

Public Comments

No Public Comments were voiced.

Minutes of Board Meeting of July 8, 2019 and Public Hearing - CDBG of July 8, 2019

The Minutes of Regular Board meeting of July 8, 2019 and Public Hearing -CDBG of July 8, 2019 were presented. A motion was made by Commissioner Coffman with second by Commissioner Britt to approve the minutes. The motion was approved by unanimous vote.

Consent Agenda

- (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 Reports

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

Committee Reports

Finance and Administration

Commissioner Hunter had nothing in addition to written report.

Public Works

Commissioner Harding had nothing in addition to written report.

Public Safety

Commissioner Hardy had no new information to report. Chief Lane advised that he had two applicants for part-time positions in the police department.

Human Resources/ Information Technology

Commissioner Blalock had no report.

Revitalization/Historic District Commission

Commissioner Coffman introduced Sarah David and Beth King from the NC State Historic Preservation office who reported on their survey update for the Nation Register district in Warrenton. The project involved documenting buildings currently on the National Register and new buildings that would now be eligible for inclusion in the Warrenton National Register Historic District. Once an updated inventory is finalized and approved by the National Parks Service; additional buildings inventoried in 2019 could be eligible for state and federal historic tax credits to help cover costs for historic rehabilitation.

Warrenton was given this service free of charge by the State Historic Preservation office. An update to the inventory of Warrenton's Historic district; originally established in 1976, has not been done in over 40 years. Administrator Davie asked the survey cost to the town if the State had not offered to perform the historic district update. Beth King indicated cost would have been \$20,000 to \$25,000. Town will now be able to move forward to find funding to prepare and submit this inventory update to the National Parks Service for approval. Sara David and Beth King were complimented on their presentation.

Commissioner Coffman reported no COA's were reviewed in the past month. Small Foot was movie shown on the prior weekend with a smaller than usual attendance.

Beautification/Facilities

Commissioner Britt was glad public works was keeping Town looking good especially this week with dignitaries coming to Town.

Planning/Zoning/Annexation

Commissioner Holt had no report.

Old Business

Grant Status

Fund 44 - GIS survey of water system assets nearly complete.

Fund 51 & 61 – Additions to the grant project are being proposed to USDA for approval, which include: water line replacement from the Armory to Red Hill Loop along Highway 158, water extension from L R West to Tar Heel Tire and water line replacement for the last block of Brehon Street. Other additions include street resurfacing at an estimated cost of \$400,000 and a total proposed price of \$1,493,243.97.

Fund 53 - Plumbing work to begin shortly.

Fund 55 – Project is in bid solicitation phase, seeking bids for construction. Bids to be opened in August. TAP Grant- Received 100% Grant. DOT personnel visited Warrenton confirming locations and types of handicapped ramps required for each street corner.

Fund 64 & 65 - Bids were opened with H G Reynolds of Henderson being recognized as low bidder.

Fund 63 - No change

National Park Service Grant - No Change

NC DOT Bicycle and Pedestrian Planning Grant - No change

NC Main Street Solutions Warrenton Brewery Grant - awaiting approval of tax credits

Triangle North Health Foundation – Grant project postponed until 2020 grant cycle.
NC Neighborhood Revitalization Program - application in progress

Projection Mapping was noted as an increasingly popular attraction, with Town Administrator highlighting an article that appeared in the Triangle Business Journal.. Town Administrator is looking for a source of funding in order to proceed with illumination on courthouse. The cost for project could be around \$35, 000.

New Business

The project for sewer rehab areas of Battle Ave/Unity & Bute Streets (Funds 64 and 65) has received sufficient bids and a resolution to tentatively award to H G Reynolds Co., Inc of Henderson was presented. A motion was made by Commissioner Hardy with second by Commissioner Blalock to approve the Resolution of Tentative Award. The motion was approved by unanimous vote.

In past years, Opal (Ellis) Jones has been approached by members of Quilter's Lane regarding Town acquiring her family property/lot located on W. Market Street. Quilter's Lane committee would like to re-approach Ms. Jones. A motion was made by Commissioner Blalock with second by Commissioner Hardy to proceed with conversations and contact to Mrs. Jones. The motion was approved by unanimous vote.

Robert Davie and Stacy Woodhouse, Warren County EDC Director, met with Mrs. Rhonda Goode of King's Fitness upon hearing of the possibility of its closing. A number of citizens had contacted both asking for assistance to keep the fitness center open. Mrs. Goode stated her primary reason for opening the business was a project to take her mind off the recent death of her husband. Davie and Woodhouse worked with shopping center owners who agreed to install two showers (at their expense) to attract new members and who agreed to renew the lease at the current rate as well as three months of free rent. Davie polled Town Departments for possible usage of facility by employees. Based on responses from employees, King's Fitness agreed to discounts and a reduced monthly payment of \$390 by the Town on a month-to-month commitment. A motion to approve usage of King's Fitness by Town Employees was made by Commissioner Hardy with second by Commissioner Coffman. The motion was approved by unanimous vote.

Town Administrator Davie discussed an opportunity to pursue a Brownfield Grant to study buildings in Warrenton that have environmental issues. Brownfield Consulting Service request was presented whereby the Town is currently seeking consultants to handle the application process to the EPA, at no cost to the Town. Potential buildings included in the project are: Warren County old jail (185 E Macon St) and old Fritz Vaughan service station (223 S. Main St) among others. A follow on grant is typically available for remediation after the study grant is completed. A motion was made by Commissioner Blalock with second by Commissioner Hunter to approve assisting Brownfield. The motion was approved by unanimous vote.

Funds Transfer Authorization and Agreement from First Citizens Bank was presented. The Agreement updates signatures of individuals at First Citizens able to transfer funds by wire. The motion was made by Commissioner Blalock with second by Commissioner Hardy to approve signature updates. The motion was approved by unanimous vote.

Certificate of Compliance and fee as well as Sign Permit and fee proposal forms were presented for approval. A motion was made by Commissioner Blalock with second by Commissioner Britt to approve forms. The motion was approved by unanimous vote.

Surplus of Office furniture was addressed. Based on list provided a motion to approve the surplus equipment was made by Commissioner Coffman and seconded by Commissioner Hardy. The motion was approved by unanimous vote.

Announcements

Services for Ret Col John T Jenkins will be Wednesday August 14, 2019. There will be a Highway Patrol presence and dignitaries present. Some inconvenience will be expected.

A motion was made by Commissioner Blalock with second by Commissioner Hardy to go into closed session for remainder of meeting. The motion was approved by unanimous vote.

CLOSED SESSION

Commissioner Blalock motioned to return to open session and was seconded by Commissioner Coffman. The motion was approved by unanimous vote. Commissioner Blalock motioned to adjourn with second from Commissioner Hardy. The motion was approved by unanimous vote.