

Walter M. Gardner, Jr.
Mayor

Robert F. Davie
Town Administrator

Town of Warrenton

"Historically Great - Progressively Strong"

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Regular Monthly Meeting Town of Warrenton Board of Commissioners May 11, 2020

Those attending were Mayor Walter Gardner, Commissioners Mary Hunter, Michael Coffman, Travis Packer, Kimberly Harding (by phone), William "Tom" Hardy, John Blalock, Margaret Britt, Town Administrator Robert Davie, Police Chief Lane, Public Works Director William "Bill" Perkinson, and Minute Taker Annette Silver. There were several citizens participating by Zoom on computers/smartphones and via telephone to remain compliant with Governor's Executive order.

Call to Ode/Pledge of Allegiance/ and Moment of Silence

Mayor called Regular monthly meeting of Town of Warrenton to order after Public Hearings ended Monday, May 11, 2020. The Pledge of Allegiance was led by Commissioner Hardy. A Moment of Silence was held for all and especially for the employee that tested positive for COVID-19. Mayor thanked all for assistance in this matter.

Conflict of Interest Statement - Proposed Agenda

Mayor reviewed Conflict Statement. Mayor suggested tabling New Business items 8a and 8b until May 18th meeting and suggested adding Curfew adjustment as item 8a. The Proposed Agenda was accepted with elimination of item 8a and 8b from New Business and adding Curfew adjustment by motion of Commissioner Coffman with second by Commissioner Blalock. The motion was approved by unanimous roll call vote.

Public Comments

Mr. Davie read citizen comments that were presented in writing beforehand. Charla Duncan opted to read her prepared comments. Susan Brown expressed concern over items presented during COVID-19 and wondered why they could not be tabled until citizens could be present to voice opinions. She also believed the UNC School of Government to be the Dr. Fauci of local government and their recommendations should be followed. A number of public comments were submitted in writing and read aloud by Mr. Davie. Copies of the written comments are available at Town Hall.

Minutes of Board Meeting from April 20, 2020

Minutes of Board Meeting from April 20, 2020 were presented. A motion was made by Commissioner Coffman with second by Commissioner Hardy to approve Minutes of April 20, 2020. The motion was approved unanimously.

Consent Agenda

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

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. Commissioner Blalock inquired if there were any problems with the Budget because of lack of water/sewer/landfill payments. Mr. Davie indicated a loss of approximately \$5000 per month is impacting the budget and would impact the FY 2020-21 budget.

Commissioner Britt inquired if it is known how much longer the reduced payments would last. Mayor stated no one knew definitely, but hoped Congress and the State would make some sort of allocation to assist municipalities financially.

Public Works Commissioner Harding took a moment to thank all Town employees for keeping our town together during this difficult time. Commissioner Harding had nothing in addition to report.

Public Safety Commissioner Hardy had nothing in addition to written report. Everyone seems to be behaving.

Human Resources/Information Technology Commissioner Blalock stated that one employee tested positive for COVID-19 and appropriate measures were being followed. The employee is in quarantine and doing well. Information Technology has no problems.

Revitalization/Historic District Commission Commissioner Coffman had no report from Revitalization. Historic District will meet Monday, May 18, 2020 5:30pm

Beautification/Facilities Commissioner Britt had no report

Planning/Zoning/Annexation Commissioner Packer had no report

OLD BUSINESS

Status of Grants

Fund 51 & 61 USDA Rural Development ADA/Streetscape construction should begin shortly. Approvals all received. A reduction in interest rates, applied to the entire project, along with an increased grant percentage allowed the Town to proceed with no additional cost.

Fund 55 NC DEQ Water Infrastructure WWTP Town received approval of loan portion by LGC. Work should begin soon. Mayor asked if Town should award the contract and that it be added to the next Board meeting.

NC Neighborhood Revitalization Program Currently advertising an RFP for administrative services. Appointment of review committee needed.

EPA Brownfield Grant Town not awarded Grant due to scoring. Town has requested a review meeting with EPA to discuss potential areas of improvement in the application, for possible re-application next year.

Commissioner Blalock inquired to status of Brewery. Mr. Davie stated that the grant allowed for completion through October 2021.

New Business

Mayor Gardner stated if Warren County ends the emergency curfew, he thinks the Town of Warrenton should end its curfew as well. Board agreed unanimously.

Resolution – Supporting Preservation Month. A motion was made by Commissioner Blalock with second by Commissioner Hardy to approve the resolution. The motion was approved by unanimous vote.

Resolution in support of the Town of Warrenton Designation as a NC Main Street Community – A motion to approve the resolution was made by Commissioner Coffman with second by Commissioner Britt. The motion was approved by unanimous vote.

Small Town Main Street Annual Agreement. A motion to approve the renewal of agreement was made by Commissioner Coffman with second by Commissioner Britt. The motion was approved by unanimous vote.

Audit Contract Renewal with Cherry Bekaert LLP presented. Commissioner Blalock inquired to cost. Mr. Davie stated the regular audit increased by \$600 for the coming year and a separate fee of \$3000 each to audit two grants, also increased costs. A motion to approve was made by Commissioner Blalock with second by Commissioner Hunter. The motion was approved by unanimous vote.

Duty Weapons (guns) held by the Police Department are requested to be marked as surplus. Commissioner Harding asked if guns are surplussed, shouldn't they be auctioned off. It was advised that this does not apply to weapons and that they can be traded in. A motion to approve was made by Commissioner Coffman with second by Commissioner Hardy. The motion was approved by unanimous vote.

Appointment of Scattered Site Housing Selection Committee – It is suggested that the committee consist of the Mayor, Town Administrator and Finance Commissioner, Mary Hunter. This committee will review the responses to the RFP for administrative services. A motion to approve the suggested committee was made by Commissioner Blalock with second by Commissioner Hardy. The motion was approved by unanimous vote.

The Board entered into closed session. A motion to enter closed session was made by John Blalock and seconded by Mary Hunter. The motion was approved by unanimous vote.

The Board returned to open session and with no further business the meeting was adjourned.