

Walter M. Gardner, Jr.
Mayor

Robert F. Davie, Jr.
Administrator

TOWN OF WARRENTON
Historically Great - Progressively Strong
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**Regular Monthly Meeting of Board of Commissioners
January 11, 2016**

Those attending were: Mayor Walter Gardner Robert Davie, Town Administrator
Commissioner Mary Hunter Goble Lane, Police Chief
Commissioner Michael Coffman Mitch Styers, Attorney
Commissioner Frank Holt Jennifer Harris, Warren Record
Commissioner Kimberly Harding William "Bill" Perkinson, Public Works
Commissioner John Blalock Kenneth Champion, Public Works
Commissioner Margaret Britt Annette Silver, Minute Taker
Commissioner William "Tom" Hardy

There were 9 citizens attending.

Call to Order/Minutes/Agenda

Mayor Gardner called the regular meeting of the Town of Warrenton to order at 7:00PM. Those attending were asked to observe a moment of silence. Commissioner Coffman led the Pledge of Allegiance. The Conflict of Interest Statement was reviewed by Mayor. The Proposed Agenda was presented. A motion was made by Commissioner Harding with second by Commissioner Hardy to accept the Proposed Agenda. The motion was approved by unanimous vote. The Minutes of Board meeting December 14, 2015 were presented and approved by motion of Commissioner Blalock with second by Commissioner Hunter. The motion was approved by unanimous vote.

Public Comments

No public comments were voiced.

Consent Agenda

The Consent Agenda was presented.

- (a) Town Appointments
- (b) Year-to-Date Revenue and Expenditure Reports
- (c) Monthly Check Report
- (d) Public Works Monthly Report
- (e) WWTP Monthly Report
- (f) Police Activity Report

A motion was made by Commissioner Hunter with second by Commissioner Hardy to accept the Consent Agenda. The motion was approved by unanimous vote.

Committee Reports

Finance and Administration

Commissioner Hunter, stated that in addition to written report, Ms. Rebecca Harris was present to clarify the liability insurance estimate presented at December meeting. Ms. Harris stated that the liability renewal policy did not include the new patrol car. Instead of a decrease in premium there will be an increase of \$1045. The Board thanked Ms. Harris for the clarification. Also, Commissioner Hunter presented George Vital, area director of USDA Rural Development. Mr. Vital and staff were pleased to

award the Town of Warrenton \$4.5 million in grant and low-interest funding. The award includes funding for Town Hall renovation, water main replacement, water line repairs and radio frequency water meter installations. The grant portion of the award is approximately \$2.6 million and the loan portion approximately \$1.8 million at a 40 year term with an interest rate of 1.875%. The interest rate declined from 2.5% to 1.78%, which saved the Town approximately \$600,000 over the life of the loan. Mr. Vital gave detailed information to the Board and the commitment letter was proudly signed by Mayor Gardner. Town Administrator and Mayor thanked Mr. Vital and his staff for all their work, support and due diligence in the award preparation. Commissioner Blalock would like more detailed information on the various funded activities, which Town Administrator will gladly supply.

Public Works

Commissioner Harding had no additional report other than written report for Public Works. She stated that the grant news is amazing and that she can hardly wait for construction to begin.

Public Safety

Commissioner Hardy had no report in addition to written report. Chief Lane reported that December overall was a quiet month. The Highway Safety check points resulted in 10 drunk driver arrest in Warrenton. Food trucks are surfacing in Town on weekends near the sports bar. At present, the only ordinance covering them is for sidewalk dining on Main Street. Robert Davie will notify the food truck vendor that a permit is necessary. Commissioner Blalock questioned if food trucks would be classified as Peddlers. They will require Health Department certification but the Town Administrator will investigate application of a possible peddler's license which is being worked on already. At present, Chief Lane has not been able to verify if Pete Smith Lube and Tire, Inc, has given permission for the use of their lot for food truck use. Commissioner Hunter inquired if a food truck could park on Main Street and do business. Commissioner Hardy stated that set-backs have to be considered with regard to the sidewalk dining ordinance. Commissioner Holt thinks it very wise to clarify as food trucks are becoming "cool" and could drive additional tourism. Commissioner Britt thanked Chief Lane for rectifying the noise caused by motorcycles in her neighborhood. Town Administrator informed Board that Warrenton is hosting a Disaster Preparedness Program on January 27, 2016 from 10am-3pm through the Rural Center. In exchange for hosting, the Town will receive a \$5,000 from the Rural Center. Mayor reported nothing outstanding from the fire department.

Human Resources/ Information Technology

Commissioner Blalock had no report from Human Resources. Information Technology will have a presentation in New Business.

Revitalization/Historical

Commissioner Coffman stated preparations have begun for Spring Fest Saturday, April 23, 2016. The Revitalization Committee will meet next week with recommendations to be presented at the February meeting regarding Town Cafe'.

Beautification/Facilities

Commissioner Britt expressed how pretty the Town looks. She inquired about water tanks and detailing. Mr. Davie is coordinating the possibility of painting the tanks with a broad branding effort. There is interest from Preservation Warrenton in the water tower project, as well.

Planning/Zoning/Annexation

Commissioner Holt had no report.

OLD BUSINESS

Ordinance 115: Security Required for Businesses Serving Alcohol was presented. Commissioner Coffman likes the rewording but noticed a few grammatical errors. Mayor referred the grammatical errors to Town Administrator. Commissioner Hardy made the motion with second by Commissioner Hunter to accept Ordinance 115: Security Required for Businesses Serving Alcohol. The motion was approved by a unanimous vote.

Craig Hahn, Director of Chamber of Commerce, informed Board that the Cannon House (208 E. Macon St) has been torn down thanks to Public Works staff. The remaining tasks involve cleaning the lot and

under the house as well as spreading the dirt evenly across the lot. Items will be classified and itemized for sale (t-nails, doors and boards). The Town Administrator stated that the chimney and foundation will be left standing. Commissioner Blalock asked if the lot was safe with the chimneys still standing. Hahn believes it is safe. Various items can be used in Town Hall renovation and others sold as possible historic keepsakes. Town will attempt to recoup its demolition costs, once determined, with any remainder turned over to property owners (estate). Commissioner Holt questioned what the eventual use of lot would be. Since the property is in an estate there is can be no determination of its use at the present. Commissioner Hardy made motion with second by Commissioner Blalock to request that the Revitalization Committee review the recovered material and present ideas to Board for recouping costs. The motion was approved by unanimous vote.

NEW BUSINESS

Mr. Davie presented to Board concerns voiced by residents of trash appearing on N. Hall Street area. A Litter Mitigation Program (based on EPA guidelines) was presented featuring public awareness, community involvement, increased enforcement, increased infrastructure and initial cleanup. Michael Lilly, a resident of Hall Street, stated that the area needs constant cleanup. It is believed that litterers are discarding their trash as they walk from business district establishments back to their out-of-town residences. Mr. Lilly requested that litter signs be placed along the roadside. Other suggestions for improvements include cleaning area edges making trash more visible, establishing fines, installing cameras, asking cashiers at stores to remind customers not to litter. A motion was made by Commissioner Blalock with second by Commissioner Britt to approve the Litter Mitigation Program. The motion was approved by unanimous vote.

The updated Town website was presented and reviewed. All commissioners approved of the new design. Mr. Davie informed Board website is mobile friendly and easier to update making it more informative.

The annual Support Agreement from Southern Software (Citi-Pak and FMS) was presented. The increase in costs over the previous year is less than \$100. Commissioner Hunter made motion with second by Commissioner Britt to accept the agreement. The motion was approved by unanimous vote.

The Rural Economic Development Center Grant Agreement was presented. This agreement outlines the duties of the town for hosting the Disaster Preparedness conference and the remuneration from the Rural Center to the Town. Commissioner Hardy made motion with second by Commissioner Coffman to accept the agreement. The motion was approved by unanimous vote.

With no further business the meeting was adjourned.