

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 February 11, 2013

Those attending were:

Mayor Walter Gardner

Commissioner Woody King

Commissioner Kimberly Harding

Commissioner Mary Hunter

Commissioner Margaret Britt

Commissioner George “Al” Fleming

Commissioner Julius Banzet

Commissioner John Mooring

Robert Davie, Town Administrator

Bettie Davis, Finance Clerk

Goble Lane, Police Chief

Bill Perkinson, Public Works Director

Mitch Styers, Attorney

Jennifer Harris, Warren Record

Annette Silver, Minute Taker

There were 12 citizens in attendance.

Call to Order/Minutes/Agenda

Mayor Gardner called the meeting to order at 7:00PM followed by a moment of silence and the Pledge of Allegiance. The Proposed Agenda was presented with Mayor Gardner requesting the addition of a proposed resolution. The motion to accept the Proposed Agenda with addition was made by Commissioner Banzet with second by Commissioner Mooring. The vote was unanimously approved. The Board expressed condolences to Commissioner Mooring at death of his grandmother.

Public Comments

Public comments were made by Debbie Speer, Susan Blaylock and Kathleen Derring. Mrs. Speer informed the Board that Robert Love had been released from county employment and hoped the Town could find a way to employ him. Mrs. Blaylock along with Mrs. Arlene Bice came before Board requesting support for Citizens for Animal Protection of Warren County. Mrs. Blaylock asked the Board to consider a resolution in support of World Spay Day Resolution recognizing February 26th as World Spay Day. CAP of WC does low cost and free spay/neuter clinics throughout the year and are seeing positive results in breaking the cycle of unwanted or homeless litters. Commissioner Mooring made the motion with second by Commissioner Fleming for Town to adopt Spay Day Resolution February 26th. The vote was unanimously approved. Mrs. Derring was concerned about the gambling establishment located at 222 S. Main Street as being illegal by state laws. Mrs. Derring was informed by Board members that sweepstakes businesses are legal and that proper licenses and fees have been paid to the Town. Mayor, police, commissioners and town administrator all spoke to the topic, verifying that A & M Sweepstakes has broken no laws by being in operation.

Consent Agenda

- A. Plummer Hook and Ladder (Anne Harris)
- B. Finance and Administration (Ms. Hunter)
 1. Recommendations to BOC
 2. Roof Replacement

- C. Monthly Checks Report
- D. D. Public Works Monthly Report
- E. WWTP Monthly Report
- F. Police Activity Report

Consent Agenda was accepted by motion of Commissioner Mooring with second by Commissioner Fleming.

Committee Reports

Plummer Hook and Ladder Committee

Mrs. Anne Harris, Chair of Plummer Hook and Ladder, was before Board requesting museum space in renovation of Town Hall be maintained (Plan A1-1) and also, asking assistance in acquiring 501-C3 status. The 501-C3 status is needed in applying for grants that could assist in the Town Hall project. Mrs. Harris explained the uniqueness of this fire museum as being the longest serving African American fire department (1868-2004) in the State. The museum has several pieces of memorabilia and is collecting more. Presently, the state museum owns several pieces of fire equipment that may be loaned to this museum that were at one time owned by Warrenton. Commissioner Mooring inquired who would be responsible for equipment upkeep once in Warrenton. Mayor and Mrs. Harris reiterated the state would be responsible for insurance and repair of equipment as they are the owners. Commissioner Mooring suggested a representative of the state museum review Town planned area for museum. Commissioner Mooring, also, asked who would be responsible for staffing museum. Mrs. Harris stated the museum anticipates museum volunteers/staff not Town employees would be responsible. Commissioner Mooring made a motion with second by Commissioner King for Board to instruct town attorney to assist Plummer Hook and Ladder with 501-C3 application. The vote was unanimously approved. Commissioner Hunter suggested Plummer Hook and Ladder possibly contract with another 501-C3 organization until one is acquired. Mrs. Harris thanked Board for assistance.

Finance and Administration

Commissioner Hunter reported nothing in regards to Administration. The Finance Committee met concerning the Catalyst Grant. Ms. Iris Payne, Grant Coordinator with Kerr Tar Regional Council of Government, has contacted Warrenton concerning grant application and would like to meet. This visit requires a detail plan of finances for grant application. Commissioner Hunter questioned the status of a motion made November 14, 2011 authorizing capital improvement revenues. Are we bound by this motion? Do we have to use this financial institution? Should this motion be rescinded? Attorney Styers stated the motion is not binding and can be corrected at a later date. Commissioner Hunter stated it was the recommendation of the Finance Committee to apply for a Catalyst Grant in the amount of \$500,000 as well a loan from a local financial institution in an equal amount of \$500,000 to cover the expenses of Town Hall renovation. The roof restoration is an immediate concern. John Walter (Century State Co. –Durham, NC) and Allen Bolton were present and assisted in questions concerning roof materials and longevity as well as overall integrity of roof repair and balcony removal. Commissioner Mooring made a motion with second by Commissioner Banzet to proceed with roof replacement under Eddie Belk Architecture firm. After discussion, the motion and second by Commissioners Mooring and Banzet were rescinded. Commissioner Mooring made a motion with second by Commissioner Fleming to engage Belk Architecture to start bid process for roof replacement at town hall and the removal of the balcony according to the Historic Committee requirements. The cost will be capped at \$75,000 over a 5 year period. The vote was unanimous. Attorney Styers suggested Belk prepare the bid package and have Board approve finance package. It was agreed for the town administrator to proceed with Catalyst grant using existing A1.1 plan (1st and 2nd floor) and scale back if it becomes necessary. The Finance Committee, also, recommended forming a Steering Committee, consisting of the mayor, town administrator, 2 commissioners (Harding and Mooring volunteered), and possibly an experienced private citizen to assist in construction project.

Public Works

Commissioner Harding and Bill Perkinson report in addition to the written report the leaf collection process is over. The crew will continue the yard debris clean-up until grass cutting season starts. Mayor, also, informed Board DOT has changed the timing of the traffic lights on Main Street through a wire sensing procedure. There have been some complaints from loggers; however, Town was not made aware in advance and has no control of procedure. The Town will be re-surveyed for fire insurance inspection purposes in the fall.

Public Safety

Commissioner Banzet and Police Chief Lane state in addition to written report, A & M Sweepstakes has been the only other major concern, which has been covered.

Human Resources/Information Technology

Commissioner Fleming reported from the Information Technology area, a computer is in place for a student volunteer with times and schedule to be arranged for project. Human Resources Committee is requesting a closed session at this meeting end.

Revitalization /Historical

The Revitalization Committee, in conjunction with Warren County Economic Development Commission, is composing a tourism printout for Warren County website to assist in recruiting. Commissioner Harding has been appointed as BOC representative for this project. Upcoming events planned by the Revitalization Committee consist:

- March 30, 2013 Easter Event
- April 27, 2013 Spring Fest – which will include a Wounded Warrior Race (Valton and Sandra Williams approached the Committee with request which we proudly will sponsor).
- The next Small Town Main Street meeting is scheduled for Tuesday, February 19, 2013 at 6:00PM with Revitalization Committee meeting at 7:30PM.

Beautification/Facilities

Commissioner Britt is temporarily tabling the tree planting project for Main Street. Mr. Davie has submitted a Streetscape grant application to USDA requesting \$50,000 with additional matching from private donations to do the same project on a grander scale.

Planning/Zoning/Annexation

Commissioner Mooring reported due to family emergency, he is still working on the ordinances.

Administrator's Report

Mr. Davie was greatly impressed with STMS conference giving highlights to Board. Mr. Davie suggested expanding the Awning Fund to include Blade Signs, to meet ordinance regulations. Commissioner Harding made a motion with second by Commissioner Mooring for Awning Fund to include Blade signs meeting ordinance regulations. The vote was unanimously approved. Mr. Davie requested resolution approval to apply in 2014 for the sidewalk grant requesting \$75,000 for sidewalk on Hall Street between Bute and Macon Street. A motion was made by Commissioner King with second by Commissioner Mooring to approve resolution for Town to apply in 2014 for sidewalk grant. The vote was unanimously approved. Mr. Davie, also, requested a resolution to proceed with sewer pipe grant in the amount of \$550,000 (a ½ forgiven loan). A motion was made by Commissioner Mooring with second by Commissioner Banzet for Mr. Davie to proceed with sewer pipe grant. The vote was unanimously approved.

Commissioner Fleming made a motion with second by Commissioner Banzet to adjourn into closed session.