



Walter M. Gardner, Jr. – Mayor
Robert Davie - Town Administrator

P.O. Box 281
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BOARD OF COMMISSIONERS REGULAR MEETING
7:00 PM July 12, 2021
AGENDA

Regular Meeting

1. Call to Order, Pledge of Allegiance and Moment of Silence
2. Conflict of Interest Statement, Proposed Agenda
3. Public Comments
4. Minutes of Board Meeting on June 14, 2021
5. Minutes of the Public Hearing on June 14, 2021
6. 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
7. Committee Reports
 - a. Finance and Administration (Ms. Hunter)
 - b. Public Works (Ms. Harding)
 - c. Public Safety (Ms. Scott)
 - d. Human Resources/Information Technology (Mr. Blalock)
 - e. Revitalization/Historic District Commission (Mr. Coffman)
 - f. Beautification/Facilities (Ms. Britt)
 - g. Planning/Zoning/Annexation (Mr. Wethington)
8. Old Business
 - a. Status of Grants – for information
 - b. Norlina Past Due Amounts – for information
 - c. Water Sewer Rate Increase Analysis – for information
9. New Business
 - a. North Carolina Museum of History Loan Agreement – for consideration
10. Announcements
11. Closed Session to discuss legal matter per NC GS 143-318.11 (a) (3)
12. Adjournment

Conflict of Interest Disclaimer

“Members of the Town of Warrenton Board of Commissioners are advised, hereby, of their duty under the State Government Ethics Act to avoid conflicts of interest and the appearance of such conflict; and, further, are instructed to refrain from participating in any matter coming before this Town Board of Commissioners with respect to which there is a conflict of interest or appearance of such conflict”.

- **In accordance with the State Government Ethics Act, it is the duty of every Board member to avoid both conflicts of interest and appearances of conflict.**
- **Does any Board member have any known conflict of interest or appearance of conflict with respect to any matter coming before this Board tonight? If so, please identify the conflict and refrain from any undue participation in the particular matter involved.**

Citizen Comments

Rules for Citizen Comments

- Please sign up to speak.
- The maximum time allotted to each speaker will be five (5) minutes; The Town Administrator will keep time.
- Any group of people who support or oppose the same position should designate a spokesperson.
 - Please address only those items which might not have been addressed by a previous speaker.
 - This is not a question and answer session. If response from the Administrator, Mayor, and/or Board is desired, please leave a copy of your comment(s) with the Town Administrator.
 - After the Citizen Comments period, comments from the audience are not appropriate unless recognized by the Mayor or placed as an agenda item.
 - Order and decorum will be maintained.

Town of Warrenton
Board of Commissioners

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Mayor

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Town of Warrenton

"Historically Great - Progressively Strong"

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REGULAR MONTHLY MEETING OF BOARD OF COMMISSIONERS JUNE 14, 2021

Those attending were Mayor Walter Gardner Robert Davie, Town Administrator
Commissioner Mary Hunter Goble Lane, Police Chief
Commissioner Michael Coffman Jennifer Harris, Warren Record
Commissioner Mark Wethington William "Bill" Perkinson, Public Works
Commissioner Kimberly Harding Annette Silver, Minute Taker
Commissioner John Blalock
Commissioner Margaret Britt
Commissioner Edna Scott

There were 5 citizens in attendance plus Zoom viewers.

Call to Order -Pledge of Allegiance –Moment of Silence

Mayor Gardner called the regular monthly meeting of the Town of Warrenton to order Monday, June 14, 2021 at 7:00pm. Commissioner Wethington led the Pledge of Allegiance. A Moment of Silence was held noting that Warrenton has had **ZERO** cases of COVID in the last several days.

Conflict of Interest Statement - Proposed Agenda

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

Public Comments

Public Comments were voiced by Ms. Yvette Roberts of Hayley Street. Ms. Roberts thanked TOW for efforts done at Hayley-Haywood Park. She did reach out to Paul Schuster at DOT concerning the dirt road at the end of Hayley Street near the Senior Center, who agreed that road area is a gray area as far as ownership is concerned but did get gravel down in potholes. She inquired as to how often grass is cut in area and assumes more is to be done because equipment is still in area. Also, she inquired as to progress with abandoned houses at entrance to Hayley Street. Mayor stated that more will be done at Hayley-Haywood Park and the abandoned house are being investigated and that staff will follow up with her.

Minutes of Public Hearing and Regular Monthly Meeting of May 10, 2021

The Minutes of the Air BNB and the Regular Monthly Meeting of May 10, 2021 were presented. Commissioner Coffman made a motion with second by Commissioner Britt to approve both of 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
- (e) Police Activity Reports

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

COMMITTEE REPORTS

Finance and Administration – Commissioner Hunter stated there is nothing to report other than the presentation of the 2021-2022 budget later in the agenda.

Public Works – Commissioner Harding had no report in addition to written report.

Public Safety – Commissioner Scott stated in addition to written report the Fire Marshall would be here September 27th.

Human Resources -Commissioner Blalock stated everything was okay. Mr. Davie stated e-mail platform will be updated with no expected issues.

Revitalization/Historic District Commission – Commissioner Coffman stated that the process of giving new property owners the Warrenton Historic Guidelines when a water account is opened, has been helpful to new owners. There were five Certificates of Appropriateness reviewed in the past month by the Historic District Commission. (Richard Hunter is adding a smoke house on property on Plummer St; Warrenton Missionary Church is removing a tree; fence added at 327 N. Main Street; 104 College removal of dead tree and new signage for BB&T/Truist Bank). Outdoor movies will start up in September and October and the hope is that the Harvest Market will be held, but so far sponsors have not yet supported the event. Mayor Gardner thinks the festival should be possible with the relaxation of COVID restrictions. A motion to approve the appointment of Lisa Zweben and Rose Poston to the Revitalization Committee was made by Commissioner Blalock with second by Commissioner Hunter. The motion was approved by unanimous vote.

Beautification/Facilities - Commissioner Britt had no report but stated flowers are great.

Planning/Zoning/Annexation – Commissioner Wethington presented the Special Use Permit for the Air BNB at 307 Church Street. The Planning Board met on May 27, 2021 to consider the Special Use Permit and recommends approval by the Board of Commissioners. The Special Use permit will be addressed later in the agenda. A motion was made by Commissioner Wethington with second by Commissioner Hunter to approve the ordinance changes in C-1 district to bring parcels into compliance with their current usage and based on a review by the planning board and public hearing held. The motion was approved by unanimous vote.

OLD BUSINESS

Water Sewer Revenue Analysis was presented. Upcoming events for Frontier Warren were presented. It was suggested to link Frontier Warren events to TOW main internet page plus Facebook page. The Warrenton Area Business Association efforts to date were discussed.

Advertisement for surplus real property on Hazelwood Street closed today with no bids; however, there has been a lot of interest.

There were 4 bids on the surplus equipment. Commissioner Blalock made the motion to accept the bids with second by Commissioner Harding. Commissioner Wethington abstained from voting as he was one of the bidders for a mower. The motion was approved by a vote of 6 - 0.

Budget Amendment #7 was presented to pay for trail improvements at Hayley-Haywood Park. Commissioner Harding asked about handicapped compliance on the trail improvements. The Mayor stated that when the Park was established no handicapped requirements other than the parking pad and sidewalk were needed. A motion was made by Commissioner Coffman with second by

Commissioner Hunter to approve Amendment #7, which appropriates \$4250 from Fund Balance for improvements to Hayley-Haywood Park. The motion was approved by unanimous vote.

A motion to approve the Special Use permit for an AirBnB at 307 Church Street was made by Commissioner Wethington with second by Commissioner Coffman. The motion was approved by unanimous vote.

The proposed budget for Fiscal Year 2021-2022 was presented. There was discussion on the additions to the budget which would come from a Fund Balance appropriation of \$78,105 if approved. Commissioner Coffman expressed concerns over adding a 2% cost of living adjustment for employee salaries. Commissioner Blalock asked about the changes in fund balance contribution in the revised budget. Mr. Davie stated that he added several items requiring fund balance appropriations that had been discussed in prior budget discussions. Prior to the requests to add several items no fund balance had been used. A motion was made by Commissioner Wethington with second by Commissioner Blalock to approve the 2021-2022 TOW Budget as presented. The motion was approved with Commissioners Hunter, Wethington, Harding, Blalock, Britt, and Scott voting yea with Commissioner Coffman voting nay.

NEW BUSINESS

Marshall Street can be paved with funds left over from USDA Public Facilities grant. KPH will do work. A motion was made by Commissioner Blalock with second by Commissioner Britt to approve the paving agreement. The motion was approved by unanimous vote.

Cleaning service agreements with A Full Cleaning Service were presented for Town Hall and Frontier Warren buildings at \$4930 annually per building. A motion was made by Commissioner Blalock with second with by Commissioner Coffman to approve contracts with adjustments. The motion was approved by unanimous vote.

Small Town Main Street Renewal Agreement was presented. A motion was made by Commissioner Coffman with second by Commissioner Blalock to approve the \$375.00 annual fee. The motion was approved by unanimous vote.

An agreement from GFL Waste (previously Waste Industries) was presented for use at WWTP. It is a five-year agreement at \$341.98 per month. A motion was made by Commissioner Harding with second by Commissioner Hunter to approve the GFL Waste agreement. The motion was approved by unanimous vote.

The Farmers Market locations were discussed with Danylu Hundley and Crystal Smith of the NC State Cooperative Service who were present at the meeting. The possibility of a permanent home for the Farmers Market behind the Community Center in a new town parking lot was discussed. The number of parking spaces was discussed along with designating specific times for exclusive use by the Farmers Market.

Statements of Interest to serve were received from Julius Green and DK Trotman for the Plummer Hook and Ladder Museum Board (PHLM). A motion was made by Commissioner Coffman with second by Commissioner Hunter to approve Green and Trotman joining PHLM Board. The motion was approved by unanimous vote. Members of PHLM and town staff are going to Spencer NC to pick up museum items on permanent loan from the State History Museum on June 30th.

ANNOUNCEMENTS

Mayor acknowledged the death of Portia H. Hawes (aunt of Annette Silver) this past weekend. Mrs. Hawes was an active member of the Town and will be missed. Annette Silver stated that a celebration of life to honor Portia Hawes will be held at a future date.

A motion was made by Commissioner Blalock with second by Commissioner Hunter to go into closed session. A motion to enter open session was made by Commissioner Blalock and seconded by Commissioner Britt. The motion was approved by unanimous vote. With no action to be taken a motion to adjourn was made by Commissioner Blalock and seconded by Commissioner Britt. The motion was approved by unanimous vote.

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PUBLIC HEARING FOR PROPOSED BUDGET 2021-2022

June 14, 2021

6:45 PM

Those attending were Mayor Walter Gardner, Town Administrator Robert Davie, Commissioners Mary Hunter, Michael Coffman, Mark Wethington, Kimberly Harding, John Blalock, Margaret Britt and Edna Scott, Police Chief Goble Lane, Jennifer Harris, Annette Silver and 5 citizens.

The purpose of this public hearing Monday, June 14, 2021 is to receive comments on the 2021-2022 Town of Warrenton Fiscal Budget.

With no comments voiced during the Public Hearing the meeting closed.

Budget vs Actual

Town of Warrenton
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Period Ending 6/30/2021

34 FRONTIER WARREN							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
Revenues							
34-335-344 Contribution from WC to Frontier Warren	10,000	0.00	10,000.00	10,000.00	0.00	100%	
34-351-362 Frontier Warren Events	477	870.50	870.50	870.50	394.00	183%	
34-351-422 Rent Paid to Town Frontier Warren	22,000	1,960.00	6,330.00	25,850.00	3,850.00	118%	
34-352-363 Donations	24,024	259.25	4,899.25	5,322.25	(18,701.25)	22%	
Revenues Totals:	56,500	3,089.75	22,099.75	42,042.75	(14,457.25)	74%	
Expenses							
34-405-203 Supplies	2,000	453.99	968.62	1,135.98	864.02	57%	
34-405-250 Lights/Heat/Security	4,960	259.29	696.97	3,395.88	1,563.62	68%	
34-405-251 Telephone/Internet	3,018	195.94	606.99	3,017.85	0.15	100%	
34-405-255 Bldg Maint/Clean Srvs	7,500	450.00	660.00	2,187.95	5,312.05	29%	
34-405-309 Advertising	1,500	0.00	0.00	1,020.00	480.00	68%	
34-405-332 Signs below \$5,000	500	0.00	0.00	312.50	187.50	63%	
34-405-400 Liability Insurance	23	7.50	7.50	22.50	0.00	100%	
34-405-422 Rent Paid by Town	36,000	0.00	6,000.00	36,000.00	0.00	100%	
34-405-499 Miscellaneous	1,000	0.00	0.00	789.75	210.25	79%	
Non-Departmental Totals:	56,500	1,366.72	8,940.08	47,882.41	8,617.59	85%	
Expenses Totals:	56,500	1,366.72	8,940.08	47,882.41	8,617.59	85%	
34 FRONTIER WARREN	Revenues Over/(Under) Expenses:	1,723.03	13,159.67	(5,839.66)			

Budget vs Actual

Town of Warrenton
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Period Ending 6/30/2021

37 GENERAL FUND							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
Revenues							
37-302-301 Ad Valorem Taxes - Current	454,562	5,162.69	13,932.91	419,190.86	(35,371.14)	92%	
37-302-302 Ad Valorem Taxes - Prior Year	5,000	1,667.67	1,985.71	8,564.30	3,564.30	171%	
37-302-303 Ad Valorem Taxes - all other prior years	2,000	326.88	606.57	6,191.69	4,191.69	310%	
37-302-304 Ad Valorem Taxes - Penalties & Interest	1,900	1,069.65	1,615.90	3,238.70	1,338.70	170%	
37-307-310 Motor Vehicles - Current	33,024	6,657.86	9,282.82	33,632.47	608.47	102%	
37-320-320 Local Option Sales Tax Monthly	240,000	26,382.74	66,720.25	226,137.59	(13,862.41)	94%	
37-325-325 Utility Franchise Tax Quarterly	86,000	24,795.02	24,795.02	85,659.77	(340.23)	100%	
37-325-326 Beer & Wine Tax Annual	3,600	0.00	3,395.54	3,395.54	(204.46)	94%	
37-325-328 Refund of Gas Tax paid monthly	1,000	112.63	296.02	1,135.54	135.54	114%	
37-325-329 PD Narcotics Tax	142	0.00	60.63	146.88	4.88	103%	
37-325-330 Solid Waste Disposal Tax Qrly	607	0.00	606.43	606.43	(0.57)	100%	
37-335-335 Powell Bill	25,583	0.00	0.00	24,127.79	(1,455.21)	94%	
37-335-340 FEMA COVID-19 Grant Revenue Admin	1,987	0.00	0.00	1,986.82	0.00	100%	
37-345-345 Zone Board of Adj	1,000	50.00	325.00	700.00	(300.00)	70%	
37-345-346 Code Enforcement	2,750	50.00	250.00	2,575.00	(175.00)	94%	
37-351-353 Landfill Fees Residential	177,569	15,121.90	44,701.30	175,769.00	(1,800.00)	99%	
37-351-355 Cemetery Fees	1,800	1,000.00	1,000.00	1,000.00	(800.00)	56%	
37-351-356 Police Rpt Fees	50	20.00	35.00	65.00	15.00	130%	
37-351-357 Court Fees	300	31.50	136.80	301.50	1.50	101%	
37-351-360 Cell Tower Rent	29,400	0.00	5,390.00	29,645.00	245.00	101%	
37-351-361 Parking/Ordinance Collections PD	296	20.00	20.00	145.00	(151.00)	49%	
37-351-401 Debt Setoff Landfill	1	26.50	132.50	159.00	158.00	15900%	
37-365-001 Interest Income	50	0.00	2.12	18.93	(31.07)	38%	
37-365-033 Mary Hehl Beautification Donations	2,265	0.00	0.00	2,365.00	100.00	104%	

Budget vs Actual

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Period Ending 6/30/2021

37 GENERAL FUND							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
37-365-351 Revitalization Comm	9,500	40.00	40.00	40.00	(9,460.00)	0%	
37-365-358 Branded Merchandise for Sales	500	0.00	0.00	65.00	(435.00)	13%	
37-365-366 Surplus Property	1	1,766.00	1,766.00	1,766.00	1,765.00	176600%	
37-365-370 WWTP 25% of GF Exp	42,674	0.00	7,443.13	40,396.41	(2,277.59)	95%	
37-365-371 WS 25% of GF Exp	93,167	0.00	11,589.94	70,813.71	(22,353.29)	76%	
37-365-401 Mis/Revenue/License Tags	1	0.00	0.00	100.00	99.00	10000%	
37-365-410 Interest Investment NCCMT	6,000	0.00	9.52	94.85	(5,905.15)	2%	
37-365-501 Misc Revenue POLICE	1	0.00	500.00	500.00	499.00	50000%	
37-381-039 Transfer In from WWTP	32,497	32,497.00	32,497.00	32,497.00	0.00	100%	
37-395-395 Powell Bill Apropropriated Fund Balance (Budget Only)	29,622	0.00	0.00	0.00	(29,621.90)		
37-395-396 Apropropriated Fund Balance (Budget Only)	17,505	0.00	0.00	0.00	(17,505.00)		
Revenues Totals:	1,302,354	116,798.04	229,136.11	1,173,030.78	(129,322.94)	90%	
Expenses							
37-401-010 Salary - Full Time	134,928	9,992.20	31,950.46	122,389.10	12,538.90	91%	
37-401-012 Salary - Adm Assistant	46,450	3,529.60	12,353.60	45,048.17	1,401.83	97%	
37-401-014 Salary - Part Time	175	0.00	0.00	175.04	0.00	100%	
37-401-020 ER-FICA Taxes	9,557	763.84	2,442.24	9,239.70	317.30	97%	
37-401-021 ER-FICA Taxes - Adm Assistant	4,306	269.46	943.11	3,559.29	746.71	83%	
37-401-030 ER-Retirement - Orbit	29,135	2,298.72	7,531.74	28,464.51	670.49	98%	
37-401-040 ER-Health Insurance	21,626	0.00	3,590.34	21,234.41	391.59	98%	
37-401-050 ER-Life Insurance	504	0.00	84.00	504.00	0.00	100%	
37-401-060 ER-Workman's Comp	353	0.00	0.00	317.43	35.57	90%	
37-401-099 Salary Reimbursement COVID	1	0.00	0.00	0.00	1.00		
37-401-200 Travel Expense	345	0.00	0.00	237.01	107.99	69%	
37-401-203 Supplies	5,000	336.52	453.67	2,688.09	2,311.91	54%	
37-401-250 Light, Heat & Security	11,233	623.01	1,065.85	5,889.69	5,343.64	52%	

Budget vs Actual

Town of Warrenton
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Period Ending 6/30/2021

37 GENERAL FUND							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
37-401-251 Telephone & Postage	3,000	265.14	717.40	2,658.47	341.53	89%	
37-401-255 Bldg. Maint/ Clean SVS	6,064	4,445.00	1,115.67	6,062.74	0.93	100%	
37-401-256 Bank Fees/ Petty Cash	1,575	75.00	275.00	1,500.00	75.00	95%	
37-401-295 Training	1,275	480.00	828.75	943.75	331.25	74%	
37-401-301 Computer Maint	3,500	344.13	971.25	3,397.25	102.75	97%	
37-401-302 Software Support	1,935	29.98	139.44	1,921.59	13.41	99%	
37-401-303 Software Purchase less than \$5,000	500	0.00	0.00	0.00	500.00		
37-401-304 Website	1,575	0.00	0.00	1,575.00	0.00	100%	
37-401-305 Technology Upgrades	3,540	3,540.00	3,540.00	3,540.00	0.00	100%	
37-401-306 Awning 25% Fund	500	0.00	0.00	0.00	500.00		
37-401-307 Special Events	715	0.00	0.00	715.00	0.00	100%	
37-401-309 Advertising	1,600	146.76	874.04	1,599.52	0.48	100%	
37-401-310 Dues & Subscriptions	3,000	0.00	163.00	2,806.62	193.38	94%	
37-401-325 NC Sales/Use Tax Paid (No Tax)	700	0.00	40.03	526.33	173.67	75%	
37-401-400 Liability Insurance	7,099	1,598.23	1,747.82	7,091.21	7.79	100%	
37-401-401 County Tax Collection Svs	8,143	394.18	667.67	8,142.63	0.37	100%	
37-401-405 Audit Expense	7,302	0.00	0.00	7,302.11	0.00	100%	
37-401-415 Economic Development	11,000	0.00	2,000.00	11,000.00	0.00	100%	
37-401-420 Attorney Fees	3,564	1,226.00	1,226.00	3,563.50	0.50	100%	
37-401-499 Miscellaneous Expense	1,890	75.00	225.00	1,882.46	7.50	100%	
37-401-700 WDRI Grant Expense	264	0.00	0.00	263.62	0.38	100%	
37-401-801 Town Hall Roof Loan-Principal	5,280	0.00	857.90	4,718.45	561.55	89%	
37-401-803 USDA Town Hall/WS Loan Principal	7,980	0.00	0.00	0.00	7,979.59		
37-401-831 Town Hall Roof Loan - Interest Admin	476	0.00	86.60	476.30	0.00	100%	
37-401-889 Reserve for USDA Loans	1,446	0.00	1,155.00	1,155.00	291.00	80%	
37-401-998 Contingency	270	0.00	0.00	0.00	270.00		

Budget vs Actual

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Period Ending 6/30/2021

General Government Totals:	347,806	30,432.77	77,045.58	312,587.99	35,218.01	90%
37-402-014 Mayor Part Time Salary	1,500	125.00	375.00	1,401.79	98.21	93%
37-402-020 ER - FICA TAXES	115	9.56	28.68	107.21	7.79	93%
37-402-200 Travel Expense	275	0.00	0.00	0.00	275.00	
37-402-295 Training	225	0.00	0.00	225.00	0.00	100%
37-402-402 Commission offsite meetings	50	0.00	0.00	0.00	50.00	
Governing Body Totals:	2,165	134.56	403.68	1,734.00	431.00	80%
37-405-407 Branded Clothing Sales	500	0.00	0.00	0.00	500.00	
37-405-430 Historic District Comm	220	0.00	0.00	218.82	1.18	99%
37-405-440 Run Warrenton 5K	2,500	0.00	0.00	0.00	2,500.00	
37-405-450 Revitalization Comm	9,500	0.00	0.00	1,747.32	7,752.68	18%
37-405-470 Small Town Maint St	2,200	0.00	0.00	735.00	1,465.00	33%
Non-Departmental Totals:	14,920	0.00	0.00	2,701.14	12,218.86	18%
37-431-701 FEMA COVID-19 Grant Expense Admin	1,987	0.00	0.00	1,986.82	0.00	100%
Totals:	1,987	0.00	0.00	1,986.82	0.00	100%
37-501-010 SALARY FULL TIME	191,188	17,167.84	56,442.51	180,569.86	10,618.14	94%
37-501-014 Salary - Part Time	22,500	978.72	3,274.96	21,563.53	936.47	96%
37-501-016 Police Clerical Salary	34,112	2,624.00	9,184.00	33,631.14	480.86	99%
37-501-019 Salary - Over-Time	5,167	1,553.24	1,874.60	4,873.96	293.04	94%
37-501-020 ER-FICA Taxes	19,552	1,694.22	5,366.98	18,476.17	1,075.83	94%
37-501-030 ER - Retirement Orbit	39,078	3,757.84	10,734.08	35,015.46	4,062.54	90%
37-501-031 ER - 401K 5%	10,573	936.05	2,915.85	9,529.52	1,043.48	90%
37-501-040 ER - Health Insurance	36,015	0.00	5,981.80	27,674.68	8,340.32	77%
37-501-050 ER - Life Insurance	1,010	0.00	168.00	854.00	156.00	85%
37-501-060 ER - Workman's Comp	6,420	0.00	0.00	4,026.80	2,393.20	63%
37-501-099 Salary Reimbursement COVID	1	0.00	0.00	0.00	1.00	
37-501-200 Travel Expense	101	0.00	46.71	46.71	54.29	46%
37-501-203 Supplies	3,000	350.44	816.70	2,802.49	197.51	93%
37-501-204 Uniforms	2,500	211.07	379.55	2,378.98	121.02	95%
37-501-205 Equipment & Material	6,794	5,417.10	6,999.96	6,447.51	346.49	95%

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37 GENERAL FUND							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
37-501-250 Light, Heat & Security	10,908	577.44	911.68	5,357.16	5,550.84	49%	
37-501-251 Telephone & Postage	8,648	849.53	2,470.89	8,610.46	37.54	100%	
37-501-252 Fuel	14,985	1,952.82	5,435.09	14,915.94	69.06	100%	
37-501-255 Bldg Maint/Clean Svs	5,919	998.99	1,127.40	5,844.71	74.29	99%	
37-501-295 Training	500	0.00	225.00	225.00	275.00	45%	
37-501-301 Computer Maint	5,848	320.00	1,459.50	5,088.37	759.63	87%	
37-501-302 Software Support	6,165	0.00	0.00	6,030.37	134.63	98%	
37-501-309 Advertising	500	0.00	0.00	200.00	300.00	40%	
37-501-351 Maint & Repair Equip	8,500	0.00	2,779.00	8,308.57	191.43	98%	
37-501-370 2019 Dodge Car 100	1,000	0.00	317.43	384.13	615.87	38%	
37-501-371 2017 Dodge Car 200	2,600	1,495.87	1,495.87	2,411.94	188.06	93%	
37-501-372 2016 Dodge Car 300	5,300	558.14	558.14	5,252.88	47.12	99%	
37-501-373 2017 Dodge Car 400	1,000	0.00	0.00	983.62	16.38	98%	
37-501-374 2010 Ford Car 500	1,511	789.58	789.58	1,449.00	62.00	96%	
37-501-375 2008 Ford Car 600	700	3.99	3.99	365.87	334.13	52%	
37-501-376 2019 Dodge Car 700	1,000	300.00	478.99	962.55	37.45	96%	
37-501-400 Liability Insurance	12,400	3,210.42	3,210.42	12,318.44	81.56	99%	
37-501-415 Police Shots Medical	500	0.00	185.00	420.00	80.00	84%	
37-501-433 COP Program	540	0.00	0.00	505.41	34.59	94%	
37-501-436 PD Narcotics Tax/Proceeds	142	0.00	0.00	0.00	142.00		
37-501-499 Miscellaneous	4,160	105.00	365.74	3,797.01	362.99	91%	
37-501-801 Town Hall Roof Loan Principal	5,280	0.00	857.92	4,718.56	561.44	89%	
37-501-802 Police 2017 Cars Loan Principal (USDA)	4,072	0.00	0.00	4,071.73	0.00	100%	
37-501-803 Police Security Camera Loan Principal (USDA)	1,213	0.00	0.00	1,213.32	0.00	100%	
37-501-804 Police 2019 Cars Loan Principal (USDA)	4,428	0.00	0.00	4,409.22	18.63	100%	
37-501-831 Town Hall Roof Loan - Interest PD	480	0.00	86.62	476.41	3.59	99%	

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37 GENERAL FUND							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
37-501-832 Police 2017 Cars Loan Interest (USDA)	708	0.00	0.00	708.27	0.00	100%	
37-501-833 Police Security Camera Loan Interest (USDA)	120	0.00	0.00	119.68	0.00	100%	
37-501-834 Police 2019 Cars Loan Interest (USDA)	1,256	0.00	0.00	1,016.78	239.37	81%	
Police Department Totals:	488,394	45,852.30	126,943.96	448,056.21	40,337.79	92%	
37-601-014 Salary - Part Time Code Enforcement	3,168	76.50	504.90	2,923.61	244.11	92%	
37-601-020 ER-FICA Taxes	182	5.85	38.61	182.28	0.00	100%	
37-601-252 Fuel/Truck Expense/Insurance	435	0.00	434.00	434.00	1.00	100%	
37-601-352 Vehicle Maintenance	200	0.00	0.00	0.00	200.00		
37-601-437 Contract Srvs Fire Protection	70,000	5,833.33	17,499.99	69,999.96	0.04	100%	
37-601-475 Donation to Town Fire	1,563	0.00	1,472.90	1,562.90	0.00	100%	
37-601-476 Code Enforcement Exp	300	0.00	189.00	300.00	0.00	100%	
37-601-710 Fire Museum Expense	14,437	0.00	4,437.00	14,437.00	0.10	100%	
Fire Totals:	90,285	5,915.68	24,576.40	89,839.75	445.25	100%	
37-651-330 Christmas Lights/Santa House	600	0.00	0.00	600.00	0.00	100%	
37-651-331 Haley Haywood Park	5,667	4,649.89	5,239.88	5,466.74	200.26	96%	
37-651-332 Signs below \$5,000	2,733	0.00	438.92	2,732.82	0.18	100%	
37-651-333 Street Beautification - Below \$5,000	4,765	329.14	919.68	2,104.58	2,660.42	44%	
37-651-335 Street Lighting Electric Bill	23,000	1,798.13	5,378.33	21,875.76	1,124.24	95%	
Signs and Lights Totals:	36,765	6,777.16	11,976.81	32,779.90	3,985.10	89%	
37-701-010 Salary - Full Time	48,405	3,255.75	11,614.86	48,404.87	0.13	100%	
37-701-014 Salary - Part Time	14,916	1,104.25	3,929.90	14,783.91	132.37	99%	
37-701-019 Over-Time	748	0.00	0.00	47.81	700.19	6%	
37-701-020 ER-FICA Taxes	5,389	332.38	1,183.62	4,821.44	567.56	89%	
37-701-030 ER - Retirement - Orbit	11,976	741.19	2,446.53	9,638.37	2,337.63	80%	

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37 GENERAL FUND							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
37-701-040 ER-Health Insurance	11,800	76.50	2,093.76	11,625.97	174.03	99%	
37-701-050 ER-Life Insurance	269	0.00	43.96	267.26	1.74	99%	
37-701-060 ER-Workman's Comp	1,746	0.00	0.00	1,745.83	0.00	100%	
37-701-099 Salary Reimbursement COVID	1	0.00	0.00	0.00	1.00		
37-701-203 Supplies	13,624	31.22	45.71	13,428.32	195.68	99%	
37-701-204 Uniforms	3,624	326.94	902.05	3,025.53	598.47	83%	
37-701-251 Telephone & Postage	923	76.39	229.17	922.16	0.84	100%	
37-701-252 Fuel	7,750	587.32	1,906.61	6,356.18	1,393.82	82%	
37-701-256 Street Maintenance	11,636	0.00	11,636.00	11,636.00	0.00	100%	
37-701-351 Maint & Repair Equip	11,229	0.00	1,631.76	11,049.78	179.22	98%	
37-701-352 Vehicle Maintenance	4,853	48.76	408.56	3,718.60	1,134.40	77%	
37-701-400 Liability Insurance	6,589	1,581.51	1,581.51	6,478.13	110.87	98%	
37-701-431 Street Debris Disposal	2,500	0.00	0.00	1,000.00	1,500.00	40%	
37-701-803 LGFCU Street Truck & Trailer Loan Principal	12,339	0.00	0.00	12,339.12	0.00	100%	
37-701-832 LGFCU Street Truck & Trailer Loan Interest	254	0.00	0.00	253.77	0.00	100%	
Streets Totals:	170,571	8,162.21	39,654.00	161,543.05	9,027.95	95%	
37-710-361 Maint & Repair POWELL BILL	49,244	0.00	0.00	48,949.54	294.36	99%	
37-710-405 Audit Expense POWELL BILL	100	0.00	0.00	0.00	100.00		
37-710-810 BB&T Battle Ave Sewer Loan POWELL - Prin	5,422	0.00	0.00	5,421.29	0.71	100%	
37-710-830 BB&T Battle Ave Sewer Loan POWELL - Int	439	0.00	0.00	438.99	0.01	100%	
Powell Bill Totals:	55,205	0.00	0.00	54,809.82	395.08	99%	
37-801-010 Salary - Full Time Sanitation	47,696	3,659.68	11,777.86	45,751.29	1,944.71	96%	
37-801-019 Salary - Over Time Sanitation	608	72.58	72.58	72.58	535.42	12%	
37-801-020 ER - FICA Sanitation	3,984	279.59	885.80	3,430.72	553.28	86%	
37-801-030 ER - Retirement - Orbit Sanitation	8,853	634.48	2,014.54	6,904.10	1,948.90	78%	

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37 GENERAL FUND							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
37-801-040 ER - Health Insurance	9,999	45.00	1,736.44	9,852.68	146.32	99%	
37-801-050 ER - Life Insurance	227	0.00	37.80	226.80	0.20	100%	
37-801-060 Workman's Compensation	2,768	0.00	0.00	2,675.03	92.97	97%	
37-801-099 Salary Reimbursement COVID	1	0.00	0.00	(1,935.96)	1,936.96	-	
							193596 %
37-801-203 Supplies	750	0.00	0.00	438.18	311.82	58%	
37-801-204 Uniforms	1,944	215.80	550.85	1,616.59	327.41	83%	
37-801-251 Telephone & Postage	504	41.05	123.15	494.74	9.26	98%	
37-801-252 Fuel	2,824	204.29	656.23	2,172.55	651.45	77%	
37-801-350 Landfill Fees	20,500	1,590.58	5,613.93	20,089.28	410.72	98%	
37-801-352 Vehicle Maintenance	6,134	181.56	181.56	5,942.90	191.10	97%	
37-801-400 Liability Insurance	3,464	888.62	888.62	3,463.15	0.85	100%	
Sanitation Totals:	110,256	7,813.23	24,539.36	101,194.63	9,061.37	92%	
Expenses Totals:	1,318,354	105,087.91	305,139.79	1,207,233.31	111,120.41	92%	
37 GENERAL FUND	Revenues Over/(Under) Expenses:	12,734.13	(74,123.29)	14,910.31			

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38 WATER / SEWER							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
Revenues							
38-335-340 FEMA COVID-19 Grant Revenue WS	729	0.00	0.00	728.70	0.00	100%	
38-351-401 Water Sales	804,541	59,959.95	179,751.10	718,461.67	(86,079.33)	89%	
38-351-402 Debt Setoff WATER	302	1.63	149.98	309.68	7.68	103%	
38-351-404 Sewer Services	585,218	42,736.92	132,973.95	572,919.03	(12,298.97)	98%	
38-351-407 Debt Setoff SEWER	501	17.87	342.82	861.71	360.71	172%	
38-351-408 Town Taps	2,350	2,733.77	4,377.68	8,993.60	6,643.60	383%	
38-351-416 Dis/Reconnection Fee	5,168	420.80	1,260.00	5,745.06	577.06	111%	
38-351-417 Fire Sprinkler	2,253	156.00	531.48	2,221.14	(31.86)	99%	
38-351-418 Late Fees/Penalty/Cut Off	12,741	50.00	80.00	1,440.93	(11,300.07)	11%	
38-351-419 Returned Check Fee	545	50.00	75.00	505.04	(39.96)	93%	
38-351-420 Debt Setoff Late Fees/Penalty/Cut Off	173	55.00	260.15	286.56	113.56	166%	
38-365-001 Interest Income	58	0.00	3.10	20.21	(37.79)	35%	
38-365-366 Sale of Fixed Assets/Surplus Property	2,000	0.00	0.00	0.00	(2,000.00)		
38-365-421 Account Activation Fee	2,875	225.00	1,025.00	3,075.00	200.00	107%	
38-365-851 Misc Revenue WATER	63	0.00	0.00	89.56	26.56	142%	
38-395-396 Apropriated Fund Balance (Budget Only)	32,497	0.00	0.00	0.00	(32,497.00)		
Revenues Totals:	1,452,014	106,406.94	320,830.26	1,315,657.89	(136,355.81)	91%	
Expenses							
38-431-701 FEMA COVID-19 Grant Expense WS	729	0.00	0.00	728.70	0.00	100%	
Totals:	729	0.00	0.00	728.70	0.00	100%	
38-851-010 Salary Full Time	84,922	6,051.84	22,241.26	81,493.38	3,428.62	96%	
38-851-014 Salary - Part Time	16,448	1,288.40	4,489.76	16,447.68	0.32	100%	
38-851-019 Salary Over-Time	6,351	588.35	880.13	2,961.45	3,389.55	47%	

Budget vs Actual

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38 WATER / SEWER							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
38-851-020 ER-FICA Taxes	8,202	582.46	2,033.90	7,440.76	761.24	91%	
38-851-030 ER - Retirement Orbit	13,801	874.52	3,152.01	12,369.28	1,431.72	90%	
38-851-040 ER - Health Insurance WATER	13,474	7.33	2,205.85	13,013.80	460.20	97%	
38-851-050 ER - Life Insurance	310	0.00	42.56	301.21	8.79	97%	
38-851-060 ER - Workman's Comp	1,410	0.00	0.00	1,194.66	215.34	85%	
38-851-099 Salary Reimbursement COVID	1	0.00	792.79	0.00	1.00		
38-851-200 Travel Expense	250	0.00	0.00	0.00	250.00		
38-851-203 Supplies	2,821	182.64	498.98	2,216.23	604.77	79%	
38-851-204 Uniforms	2,160	149.32	531.34	1,993.99	166.01	92%	
38-851-205 Materials & Supplies	37,948	6,017.23	8,727.72	37,947.05	0.95	100%	
38-851-250 Light & Heat & Security	6,179	342.13	616.45	4,235.91	1,943.09	69%	
38-851-251 Telephone & Postage	8,658	648.13	1,977.03	8,318.46	339.54	96%	
38-851-252 Fuel	5,925	566.86	1,476.73	4,458.06	1,466.94	75%	
38-851-255 Bldg. Maint/Clean Svs	2,957	499.50	557.83	2,939.79	17.21	99%	
38-851-260 Electric Tank/Pumps	3,165	162.27	504.68	2,711.35	453.65	86%	
38-851-296 Continuing Education	625	0.00	54.50	54.50	570.50	9%	
38-851-301 Computer Maintenance	2,364	117.57	443.50	1,699.61	664.39	72%	
38-851-302 Software Support	3,093	0.00	0.00	3,092.77	0.23	100%	
38-851-305 Technology Upgrades	2,250	248.75	248.75	1,213.26	1,036.74	54%	
38-851-309 Advertising	250	33.79	33.79	33.79	216.21	14%	
38-851-310 Dues & Subscriptions	389	25.00	37.50	351.75	37.25	90%	
38-851-313 State Permits	1,250	0.00	0.00	960.00	290.00	77%	
38-851-345 Water Tank Contract	16,782	0.00	4,208.88	16,781.51	0.49	100%	
38-851-347 Lab Analysis	1,605	70.00	355.00	1,605.00	0.00	100%	
38-851-351 Maint. & Repair Equip	4,615	5,011.01	4,226.32	4,614.77	0.23	100%	
38-851-352 Vehicle Maintenance	3,315	0.00	259.43	3,314.96	0.04	100%	
38-851-400 Town Liability Insurance	7,643	1,741.28	1,741.28	7,225.94	417.06	95%	
38-851-405 Audit Expense	4,347	0.00	0.00	4,346.86	0.14	100%	
38-851-448 External Contract	23,156	2,893.00	2,893.00	20,920.91	2,235.09	90%	

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38 WATER / SEWER							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
38-851-451 Water Purchase	256,182	15,309.58	46,445.58	197,512.63	58,669.37	77%	
38-851-801 Town Hall Roof Loan - Principal	2,596	0.00	428.94	2,359.17	236.68	91%	
38-851-802 USDA Public Works Trucks - Princ Water	2,485	0.00	0.00	2,484.86	0.14	100%	
38-851-803 USDA Town Hall/WS Loan Principal	29,987	25,500.00	25,500.00	25,500.00	4,486.99	85%	
38-851-831 Town Hall Roof Loan - Interest Water	238	0.00	43.30	238.15	0.00	100%	
38-851-833 USDA Town Hall/WS Loan Interest	11,163	11,163.01	11,163.01	11,163.01	0.00	100%	
38-851-836 USDA Public Works Trucks - Int Water	433	0.00	0.00	432.14	0.86	100%	
38-851-889 Reserve for USDA Loans	4,407	0.00	3,958.00	3,958.00	449.00	90%	
38-851-895 Grass Cutting Expense	16,000	1,125.00	3,375.00	13,500.00	2,500.00	84%	
38-851-896 WS 25% of GF Expense	46,584	0.00	5,794.97	35,406.84	11,177.16	76%	
38-851-998 Contingency	15,436	0.00	0.00	0.00	15,436.00		
Water Totals:	672,177	81,198.97	161,939.77	558,813.49	113,363.51	83%	
38-852-010 Salary - Full Time	84,922	6,051.84	22,241.13	81,234.96	3,687.04	96%	
38-852-014 Salary - Part Time	16,448	1,288.40	4,489.75	16,447.39	0.61	100%	
38-852-019 Salary - Over Time Sewer	6,351	614.28	1,328.40	4,674.29	1,676.71	74%	
38-852-020 ER - FICA Sewer	8,202	605.86	2,137.22	7,808.88	393.12	95%	
38-852-030 ER-Retirement Orbit	13,801	865.22	3,165.17	12,417.78	1,383.22	90%	
38-852-040 ER-Health Insurance SEWER	13,474	7.32	2,205.84	13,013.68	460.32	97%	
38-852-050 ER-Life Insurance	310	0.00	42.56	301.21	8.79	97%	
38-852-060 ER-Workman's Comp	1,317	0.00	0.00	1,194.66	122.34	91%	
38-852-099 Salary Reimbursement COVID	1	0.00	792.78	0.00	1.00		
38-852-200 Travel Expense	225	0.00	0.00	0.00	225.00		
38-852-203 Supplies	2,827	182.63	498.93	2,239.47	587.53	79%	
38-852-204 Uniforms	2,160	149.31	531.28	1,993.71	166.29	92%	
38-852-205 Materials & Supplies	24,950	1,399.33	5,152.15	23,779.80	1,170.20	95%	

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38 WATER / SEWER							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
38-852-250 Light & Heat & Security	6,179	342.12	616.44	4,130.81	2,048.19	67%	
38-852-251 Telephone & Postage	8,658	718.24	2,047.13	8,384.62	273.38	97%	
38-852-252 Fuel	5,925	566.84	1,476.69	4,457.94	1,467.06	75%	
38-852-255 Bldg. Maint/Clean Svs	2,957	499.51	557.84	2,939.80	17.20	99%	
38-852-260 Electric Tank/Pumps	12,615	752.30	2,932.72	12,452.02	162.98	99%	
38-852-296 Continuing Education	625	0.00	54.50	429.50	195.50	69%	
38-852-301 Computer Maint.	2,364	117.57	431.13	1,726.74	637.26	73%	
38-852-302 Software Support	2,041	0.00	12.37	1,000.99	1,040.01	49%	
38-852-305 Technology Upgrades	2,250	248.75	248.75	1,213.25	1,036.75	54%	
38-852-309 Advertising	500	33.78	33.78	452.28	47.72	90%	
38-852-310 Dues & Subscriptions	400	25.00	37.50	351.75	48.25	88%	
38-852-313 State Permits	1,410	0.00	1,310.00	1,410.00	0.00	100%	
38-852-351 Maint & Repair Equip	2,358	1,075.67	290.99	820.74	1,537.26	35%	
38-852-352 Vehicle Maintenance	3,315	0.00	259.41	3,314.93	0.07	100%	
38-852-400 Liability Insurance	7,264	1,741.29	1,741.29	7,225.97	38.50	99%	
38-852-405 Audit Expense	4,347	0.00	0.00	4,346.89	0.11	100%	
38-852-435 Purchase of Sewer Services	300,500	0.00	35,952.22	243,264.52	57,235.48	81%	
38-852-448 External Contract	45,505	1,896.28	16,108.70	45,504.48	0.52	100%	
38-852-473 WWTP Rehab Annual Payment	24,032	22,880.98	22,880.98	22,880.98	1,151.02	95%	
38-852-801 Town Hall Roof Loan - Principal	2,617	0.00	428.96	2,359.28	257.46	90%	
38-852-802 USDA Public Works Trucks - Princ Sewer	2,485	0.00	0.00	2,484.86	0.14	100%	
38-852-803 USDA Town Hall/WS Loan Principal	29,987	25,500.00	25,500.00	25,500.00	4,487.00	85%	
38-852-804 NCDEQ Unity, Bute & Battle Sewer Rehab Princ Only	14,977	0.00	14,838.30	14,838.30	138.70	99%	
38-852-809 John Riggans Easement Pmt	1,000	0.00	0.00	1,000.00	0.00	100%	
38-852-810 BB&T Battle Avenue Sewer Loan - Principal	6,452	0.00	0.00	6,451.88	0.12	100%	
38-852-811 NCDEQ Sewer Rehab Annual	13,750	0.00	13,750.00	13,750.00	0.00	100%	

Budget vs Actual

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Period Ending 6/30/2021

38 WATER / SEWER							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
Loan- Principal							
38-852-830 BB&T Battle Ave Sewer Loan - Int	523	0.00	0.00	522.45	0.55	100%	
38-852-831 Town Hall Roof Loan - Interest Sewer	238	0.00	43.32	238.26	0.00	100%	
38-852-833 USDA Town Hall/WS Loan Interest	11,163	11,163.00	11,163.00	11,163.00	0.00	100%	
38-852-836 USDA Public Works Trucks - Int Sewer	433	0.00	0.00	432.14	0.86	100%	
38-852-837 NCDEQ Sewer Rehab Annual Loan- Interest	3,575	0.00	1,787.50	3,575.00	0.00	100%	
38-852-889 Reserve for USDA Loans	4,407	0.00	3,958.00	3,958.00	449.00	90%	
38-852-896 WS 25% of GF Expense	46,584	0.00	5,794.97	35,406.87	11,177.13	76%	
38-852-998 Contingency	187	0.00	0.00	0.00	186.53		
Sewer Expenses Totals:	746,611	78,725.52	206,841.70	653,094.08	93,516.92	87%	
38-901-902 Transfer Out to Water Treatment Plant	32,497	32,497.00	32,497.00	32,497.00	0.00	100%	
Transfers Out Totals:	32,497	32,497.00	32,497.00	32,497.00	0.00	100%	
Expenses Totals:	1,452,014	192,421.49	401,278.47	1,245,133.27	206,880.43	86%	
38 WATER / SEWER Revenues Over/(Under) Expenses:		(86,014.55)	(72,532.21)	91,756.69			

Budget vs Actual

Town of Warrenton
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Period Ending 6/30/2021

39 WWTP							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
Revenues							
39-335-340 FEMA COVID-19 Grant Revenue WWTP	729	0.00	0.00	728.71	0.00	100%	
39-351-470 Town Sewer Revenues	300,500	0.00	35,952.22	243,264.52	(57,235.48)	81%	
39-351-471 Sewer Revenues - County	229,005	0.00	27,398.50	185,387.25	(43,617.75)	81%	
39-351-472 Sewer Rev Norlina	165,292	0.00	19,775.80	133,809.56	(31,482.44)	81%	
39-365-861 Misc Revenue WWTP	19,832	8,837.50	16,455.00	24,639.99	4,807.99	124%	
39-381-038 Transfer In from Water/Sewer	32,497	32,497.00	32,497.00	32,497.00	0.00	100%	
Revenues Totals:	747,855	41,334.50	132,078.52	620,327.03	(127,527.68)	83%	
Expenses							
39-431-701 FEMA COVID-19 Grant Expense WWTP	729	0.00	0.00	728.71	0.00	100%	
Totals:	729	0.00	0.00	728.71	0.00	100%	
39-861-010 Salary - Full Time	163,202	10,706.12	40,048.74	159,235.30	3,966.70	98%	
39-861-014 Salary - Part Time	16,276	1,349.23	4,469.42	16,275.10	0.90	100%	
39-861-019 Over-Time	13,791	515.91	1,928.07	9,656.41	4,134.59	70%	
39-861-020 ER-FICA Taxes	14,739	768.71	2,864.97	11,731.83	3,007.17	80%	
39-861-030 ER - Retirement Orbit	30,015	1,677.09	5,925.57	25,020.87	4,994.13	83%	
39-861-040 ER- Health Insurance	24,545	28.85	4,130.01	24,093.52	451.48	98%	
39-861-050 ER-Life Insurance	572	0.00	85.12	569.52	2.48	100%	
39-861-060 ER-Workman's Comp	3,173	0.00	0.00	2,323.36	849.64	73%	
39-861-099 Salary Reimbursement COVID	1	0.00	1,823.92	0.00	1.00		
39-861-200 Travel Expense	500	0.00	0.00	0.00	500.00		
39-861-203 Supplies	2,460	160.81	480.16	1,611.88	848.12	66%	
39-861-204 Uniforms	2,916	285.69	804.06	2,843.97	72.03	98%	
39-861-205 OP Material & supplies	38,700	1,601.08	4,659.24	33,482.13	5,217.87	87%	
39-861-250 Light, Heat & Security	95,000	6,055.97	19,686.32	85,701.17	9,298.83	90%	
39-861-251 Telephone & Postage	8,305	770.86	2,226.60	8,304.81	0.19	100%	
39-861-252 Fuel	5,589	567.16	1,773.44	5,588.67	0.33	100%	

Budget vs Actual

Town of Warrenton
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Period Ending 6/30/2021

39 WWTP							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
39-861-296 Continuing Education	997	0.00	0.00	525.00	472.00	53%	
39-861-301 Computer Maint.	4,607	235.13	862.25	3,124.56	1,482.44	68%	
39-861-302 Software Support	2,741	0.00	24.75	2,547.00	194.00	93%	
39-861-305 Technology Upgrades	2,000	497.50	497.50	1,197.49	802.51	60%	
39-861-309 Advertising	1,117	67.57	67.57	1,116.84	0.16	100%	
39-861-318 Freight Charges	2,018	181.29	526.02	2,014.65	3.35	100%	
39-861-342 Maint & Repair Plant	87,453	1,345.00	6,759.30	87,452.24	0.76	100%	
39-861-344 Sludge Removal	42,252	6,615.00	13,597.50	36,432.50	5,819.50	86%	
39-861-345 Beaver Control	89	0.00	0.00	0.00	89.00		
39-861-346 Lab Material & Supplies	9,122	0.00	0.00	9,121.66	0.34	100%	
39-861-347 Lab Analysis	17,948	1,018.00	3,541.50	14,301.45	3,646.55	80%	
39-861-348 Tar - Pamlico Dues	3,000	0.00	0.00	0.00	3,000.00		
39-861-349 OSHAComp/Safety M&S	1,009	120.00	120.00	1,008.50	0.50	100%	
39-861-352 Vehicle Maintenance	3,874	0.00	267.40	3,873.49	0.51	100%	
39-861-400 Liability Insurance	20,024	5,130.15	5,130.15	20,023.05	0.95	100%	
39-861-405 Audit Expense	8,694	0.00	0.00	8,693.75	0.25	100%	
39-861-441 Certify Lab Services	808	0.00	0.00	95.00	713.00	12%	
39-861-444 Permits & Fees	6,253	0.00	0.00	6,193.50	59.50	99%	
39-861-446 Influent Debri removal	4,040	355.41	1,053.84	4,039.66	0.34	100%	
39-861-447 WWTP Grant Expense	34,125	33,443.00	33,443.00	33,443.00	682.00	98%	
39-861-897 WWTP 25% of GF Exp	42,674	0.00	7,443.13	40,396.41	2,277.59	95%	
WWTP - Expenses Totals:	714,629	73,495.53	164,239.55	662,038.29	52,590.71	93%	
39-901-901 Transfer Out to General Fund	32,497	32,497.00	32,497.00	32,497.00	0.00	100%	
Transfers Out Totals:	32,497	32,497.00	32,497.00	32,497.00	0.00	100%	
Expenses Totals:	747,855	105,992.53	196,736.55	695,264.00	52,590.71	93%	
39 WWTP Revenues Over/(Under) Expenses:		(64,658.03)	(64,657.82)	(65,357.71)			

Check Listing

Date From: 6/1/2021 Date To: 6/30/2021

Vendor Range: 1 800 FLAGPOLE.COM - YVONNE D MATTHEWS

Town of Warrenton
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Check Number	Bank	Vendor	Date	Amount
63658	30	AMAZON CAPTIAL SERVICES, INC.	06/02/2021	<u>\$379.85</u>
63659	30	COLUMBIAN MUTUAL LIFE INS CO	06/02/2021	<u>\$37.88</u>
63660	30	DOCUMENT SYSTEMS, INC	06/02/2021	<u>\$640.50</u>
63661	30	DUKE ENERGY PROGRESS	06/02/2021	<u>\$106.68</u>
63662	30	FRONTIER NATURAL GAS	06/02/2021	<u>\$12.42</u>
63663	30	GALLS QUARTERMASTER	06/02/2021	<u>\$14.93</u>
63664	30	HACH COMPANY	06/02/2021	<u>\$109.52</u>
63665	30	HARRIS ENTERPRISES	06/02/2021	<u>\$1,480.62</u>
63666	30	Joe Barr	06/02/2021	<u>\$109.00</u>
63667	30	LAKE BALANCE CALIBRATION SOLUTIONS	06/02/2021	<u>\$75.00</u>
63668	30	MERITECH INC	06/02/2021	<u>\$1,088.00</u>
63669	30	NORTH CAROLINA DEPARTMENT OF LABOR	06/02/2021	<u>\$120.00</u>
63670	30	TAR HEEL TIRE SALES/SERVICE	06/02/2021	<u>\$9.74</u>
63671	30	TRI-COUNTY POWER EQUIPMENT INC	06/02/2021	<u>\$772.64</u>
63672	30	UNIFIRST CORPORATION	06/02/2021	<u>\$689.71</u>
63673	30	UNITED PARCEL SERVICE	06/02/2021	<u>\$49.29</u>
63674	30	BLUE RIDGE SPRINGS, INC	06/03/2021	<u>\$81.10</u>
63675	30	BOWERS & BURROWS INC	06/03/2021	<u>\$237.96</u>
63676	30	CAROLINA DIGITAL PHONE INC	06/03/2021	<u>\$316.00</u>
63677	30	Lee Roy West Plumbing & Heating	06/03/2021	<u>\$5.33</u>
63678	30	Spectrum Business	06/03/2021	<u>\$124.98</u>
63679	30	WARREN AUTO PARTS, INC.	06/03/2021	<u>\$619.20</u>
63680	30	Wash Depot	06/03/2021	<u>\$800.00</u>
63681	30	DOCUMENT SYSTEMS, INC	06/07/2021	<u>\$1,916.16</u>
63682	30	DUKE ENERGY PROGRESS	06/07/2021	<u>\$222.03</u>
63683	30	EDNA & THOMAS HARRINGTON	06/07/2021	<u>\$200.00</u>
63684	30	JEAN RANC	06/07/2021	<u>\$48.83</u>
63685	30	MALVIN HARGROVE	06/07/2021	<u>\$73.73</u>
63686	30	MINNA HENDERSON	06/07/2021	<u>\$200.00</u>
63687	30	SONITROL INTEGRATED SECURITY	06/07/2021	<u>\$1,302.00</u>
63688	30	THYSSENKRUPP	06/07/2021	<u>\$597.00</u>
63689	30	UNIFIRST CORPORATION	06/07/2021	<u>\$289.95</u>

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Date From: 6/1/2021 Date To: 6/30/2021
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Check Number	Bank	Vendor	Date	Amount
63690	30	YVONNE D MATTHEWS	06/07/2021	<u>\$98.49</u>
63691	30	Community Eye Care	06/11/2021	<u>\$84.28</u>
63692	30	MUNICIPAL ENGINEERING	06/11/2021	<u>\$24,240.00</u>
63693	30	WRIGHT EXPRESS FSC	06/11/2021	<u>\$1,721.27</u>
63694	30	AMAZON CAPTIAL SERVICES, INC.	06/16/2021	<u>\$1,073.93</u>
63695	30	Cash	06/16/2021	<u>\$75.00</u>
63696	30	Company Wrench	06/16/2021	<u>\$167.70</u>
63697	30	DOCUMENT SYSTEMS, INC	06/16/2021	<u>\$403.50</u>
63698	30	DUKE ENERGY PROGRESS	06/16/2021	<u>\$7,239.49</u>
63699	30	GFL ENVIRONMENTAL	06/16/2021	<u>\$355.41</u>
63700	30	GRANVILLE FARMS, INC.	06/16/2021	<u>\$6,615.00</u>
63701	30	H.G. REYNOLDS COMPANY, INC	06/16/2021	<u>\$290,114.28</u>
63702	30	MUNICIPAL ENGINEERING	06/16/2021	<u>\$22,887.00</u>
63703	30	NORTH CAROLINA 811, INC	06/16/2021	<u>\$50.00</u>
63704	30	PETE SMITH TIRE & QUICK LUBE, INC	06/16/2021	<u>\$308.79</u>
63705	30	PROFESSIONAL MAIL SERVICES, INC	06/16/2021	<u>\$513.93</u>
63706	30	TAR HEEL TIRE SALES/SERVICE	06/16/2021	<u>\$15.07</u>
63707	30	TRI-COUNTY POWER EQUIPMENT INC	06/16/2021	<u>\$324.46</u>
63708	30	WALKER AUTO STORES	06/16/2021	<u>\$78.41</u>
63709	30	WARREN COUNTY PUBLIC WORKS	06/16/2021	<u>\$1,590.58</u>
63710	30	A FULL CLEANING SERVICES LLC	06/18/2021	<u>\$450.00</u>
63711	30	BANZET, THOMPSON, STYERS & MAY, PLLC	06/18/2021	<u>\$1,226.00</u>
63712	30	COUNTRYBOY'S EXCAVATING	06/18/2021	<u>\$350.00</u>
63713	30	DOCUMENT SYSTEMS, INC	06/18/2021	<u>\$116.36</u>
63714	30	FRONTIER NATURAL GAS	06/18/2021	<u>\$12.42</u>
63715	30	GALLS QUARTERMASTER	06/18/2021	<u>\$248.77</u>
63716	30	LAWMENS	06/18/2021	<u>\$4,448.47</u>
63717	30	PETE SMITH TIRE & QUICK LUBE, INC	06/18/2021	<u>\$3,668.11</u>
63718	30	TIME WARNER CABLE	06/18/2021	<u>\$195.94</u>
63719	30	US CELLULAR	06/18/2021	<u>\$1,403.09</u>
63720	30	WALKER AUTO STORES	06/18/2021	<u>\$4.26</u>
63721	30	WOMACK PUBLISHING CO. INC.	06/18/2021	<u>\$146.76</u>

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Check Number	Bank	Vendor	Date	Amount
63722	30	AMAZON CAPTIAL SERVICES, INC.	06/22/2021	<u>\$351.36</u>
63723	30	CHRISTOPHER D. PRIVETT	06/22/2021	<u>\$3,446.00</u>
63724	30	CITIZENS INSURANCE & BONDING,	06/22/2021	<u>\$15,899.00</u>
63725	30	Core & Main	06/22/2021	<u>\$4,970.53</u>
63726	30	DOCUMENT SYSTEMS, INC	06/22/2021	<u>\$502.34</u>
63727	30	FRONTIER NATURAL GAS	06/22/2021	<u>\$12.42</u>
63728	30	HUMANA SPECIALTY BENEFITS	06/22/2021	<u>\$29.38</u>
63729	30	JAMES RIVER EQUIPMENT VA LLC	06/22/2021	<u>\$3,014.01</u>
63730	30	LAKELAND CULTURAL ARTS CENTER	06/22/2021	<u>\$703.50</u>
63731	30	TAR HEEL TIRE SALES/SERVICE	06/22/2021	<u>\$16.66</u>
63732	30	CENTURY LINK COMMUNICATIONS	06/24/2021	<u>\$292.29</u>
63733	30	DUKE ENERGY PROGRESS	06/24/2021	<u>\$45.57</u>
63734	30	FRONTIER NATURAL GAS	06/24/2021	<u>\$8.28</u>
63735	30	GALLS QUARTERMASTER	06/24/2021	<u>\$225.31</u>
63736	30	QUICK PRINT	06/24/2021	<u>\$186.81</u>
63737	30	TRI-LAKES PAVING, INC.	06/24/2021	<u>\$4,375.00</u>
63738	30	VERIZON WIRELESS	06/24/2021	<u>\$280.07</u>
63739	30	WARRENTON SUPPLY CO., INC.	06/24/2021	<u>\$35.69</u>
63740	30	FIRST CITIZENS BANK	06/24/2021	<u>\$2,597.44</u>
63741	30	DUKE ENERGY PROGRESS	06/24/2021	<u>\$1,858.47</u>
63742	30	KING'S FITNESS & NUTRITION CENTER	06/24/2021	<u>\$345.00</u>
63743	30	LITTLE PINES COUNTRY LOG HOMES	06/24/2021	<u>\$1,850.00</u>
63744	30	TAR HEEL TIRE SALES/SERVICE	06/24/2021	<u>\$16.89</u>
63745	30	WARREN AUTO PARTS, INC.	06/24/2021	<u>\$235.72</u>
63746	30	Core & Main	06/25/2021	<u>\$2,012.58</u>
63747	30	HACH COMPANY	06/25/2021	<u>\$373.90</u>
63748	30	HARRIS EQUIPMENT COMPANY	06/25/2021	<u>\$4,789.28</u>
63749	30	INFORMATION TECHNOLOGY SERVICE	06/25/2021	<u>\$174.08</u>
63750	30	METTLER-TOLEDO, INC.	06/25/2021	<u>\$336.85</u>
63751	30	PROFESSIONAL MAIL SERVICES, INC	06/25/2021	<u>\$5.84</u>
63752	30	U.S. POSTAL SERVICE	06/25/2021	<u>\$196.00</u>
63753	30	WARREN COUNTY PUBLIC UTILITIES	06/25/2021	<u>\$22,880.98</u>

Check Listing

Date From: 6/1/2021 Date To: 6/30/2021

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Check Number	Bank	Vendor	Date	Amount
63754	30	A FULL CLEANING SERVICES LLC	06/29/2021	\$450.00
63755	30	Carolina Environmental Systems, Inc.	06/29/2021	\$162,982.00
63756	30	COLUMBIAN MUTUAL LIFE INS CO	06/29/2021	\$37.88
63757	30	PRUDENTIAL RETIREMENT	06/29/2021	\$1,413.85
63758	30	SOUTHERN SOFTWARE, INC.	06/29/2021	\$3,540.00
63759	30	A & S PEST CONTROL, INC.	06/30/2021	\$100.00
63760	30	AMAZON CAPTIAL SERVICES, INC.	06/30/2021	\$30.75
63761	30	BLUE RIDGE SPRINGS, INC	06/30/2021	\$91.50
63762	30	DOCUMENT SYSTEMS, INC	06/30/2021	\$298.87
63763	30	DUKE ENERGY PROGRESS	06/30/2021	\$99.56
63764	30	GARY V. WILLIAMS	06/30/2021	\$560.00
63765	30	Purchase Power (Pitney Bowes)	06/30/2021	\$200.00
63766	30	UNIFIRST CORPORATION	06/30/2021	\$819.49
63767	30	UNITED PARCEL SERVICE	06/30/2021	\$132.00
63768	30	WARREN COUNTY PUBLIC UTILITIES	06/30/2021	\$15,309.58
63769	30	WRIGHT EXPRESS FSC	06/30/2021	\$1,556.03

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Checks Totaling -

\$642,645.58

Totals By Fund

	Checks	Voids	Total
34	\$2,070.22		\$2,070.22
36	\$2,076.78		\$2,076.78
37	\$45,213.52		\$45,213.52
38	\$67,651.92		\$67,651.92
39	\$25,409.86		\$25,409.86
44	\$5,040.00		\$5,040.00
55	\$300,685.00		\$300,685.00
63	\$19,200.00		\$19,200.00
64	\$12,316.28		\$12,316.28
69	\$162,982.00		\$162,982.00
Totals:	\$642,645.58		\$642,645.58

Memo

To: Town Commissioners
From: Bill Perkinson
CC: Mayor, Town Administrator
Date: June 30, 2021
Re: June 2021 Monthly Activity Report for Public Works

Water and Sewer

- **Water and Sewer System Needs – Unfunded:** (1) West Ridgeway St. sewer main (general location is in area between Ridgeway Street and Fairlane Drive) – Determine exact location of sewer main and right of way. (2) Install magnetic flow meter in 14 inch sewer force main where Town of Norlina's and Warren County's Sewer enters Town of Warrenton's sewer system (meter would give us precise measurement of volume of sewer in route to the wastewater treatment plant from our partners thus helping to ensure accurate portioning of monthly wastewater treatment expense between the three partners). (3) Purchase water and sewer line locating equipment. (4) Purchase water main valve exercising equipment.
- **Water and Sewer System Needs – Funded:** (1) Sewer main located between Bragg St. and Macon St. (serves all businesses located on the east side of South Main Street between Odom's Motor Service and Macon Street and Quilt Lizzy) – Line is failing and will need to be repaired or relocated. Repair will be exceedingly difficult due to location of line – Replacement of line will be funded by USDA Rural Development grant. (2) Purchase and install public works 2-way radio repeater. Funded by USDA Rural Development grant. (3) Purchase and install SCADA systems on Town's 3 sewer lift stations - Funded by USDA Rural Development grant.
- **Completed Water and Sewer System Maintenance/Repair Related Information:** (1) Shop Repair – Service Truck 50 – HVAC system blend door, Dump Trailer – replaced tire, and 12 X 6 ft. Trailer – replaced tire. – Shop: Pete Smith (Labor and Materials - \$548.50) (2) Emergency Repair – JCB Backhoe – Replaced ignition switch. Contractor: Harris Enterprises (Labor - \$60.00, Parts supplied by Town). (3) Repair – Radio Meter Data Collection System – Replaced uninterrupted power supply at King Street collector. Supplier: Core and Main (Parts - \$1,875.00). (4) Equipment Replacement – Powered Foot Tamper – Replaced 2004 model (old unit will be maintained as a back-up). Supplier: James River Equipment (Parts - \$2,831.76). (5) Emergency Repair – F & M Sewer Lift Station – Replaced float and start switch relay. Contractor: Harris Enterprises (Labor - \$300.00, Parts - \$32.00). (6) Emergency Repair – Sewer Jetter – Repaired hose. Supplier: Warren Auto Parts (Parts - \$19.42). (7) Water Service Installation and plumbing reconnection – 203 West Franklin St. – Episcopal Diocese of NC Rectory – Replacement was part of USDA project. Service was mistakenly skipped by contractor. Municipal Engineering reimbursed Town for associated costs. Contractor: Harris Equipment Company (Labor and Parts - \$2,893.00, additional Parts supplied by Town). (8) New Sewer

Service Installation – 181 Ridgecrest DR. – Customer paid for cost with tap fee. Contractor: Harris Equipment Company (Labor and Parts - \$1,896.28).

Total cost for Maintenance and Repair Equipment (Account No. 38-851-351 & 38-852-351) - \$5,666.68

Total cost for External Contract Maintenance and Repair (Account No. 38-851-448 & 38-852-448) - \$4,789.28.00

Streets and Sanitation

- **Current Tasks:** Tree pruning. Street curb and gutter cleaning. Signs repair/replacement. Brick sidewalk repairs. Loose leaves/debris pick-up. Grass Cutting.

Memo

To: Town Commissioners
From: Bill Perkinson
CC: Mayor, Town Administrator, Warren County Director of Public Works, Norlina Director of Public Works
Date: June 30, 2021
Re: June 2021 Monthly Activity Report for WWTP

- **Pending Equipment Repairs:** **(1)** Effluent filter controls – Safety issue - Replace cylinders and control mechanism for valves located in pit area of filter building. **(2)** Sand blast and refinish site metal structures. **(Estimated Cost – Refinishing remaining structures - \$58,000)** **(3)** Replace Influent pump No. 2 and 3 motor base stands. **(Estimated Cost - \$4,000 per pump)**
- **Completed Plant Maintenance/Repair Related Information:** **(1)** Repair - Washwater System – Troubleshooted and repaired issue with motor control. – Contractor: Harris Enterprises (Labor - \$180.00, Parts - \$35.00) **(2)** Repair – Rotor 2C - Troubleshooted issue with SCADA system communication. Traced problem back to PLC, problem was later corrected by Lord and Company. Contractor: Harris Enterprises (Labor - \$180.00). **(3)** Emergency Repair – Rotor 2D – Replaced 50-amp circuit breaker. Contractor: Harris Enterprises (Labor - \$60.00, Parts - \$240.00). **(4)** Repair – Grit Pump. Replaced isolation valve on 4-inch discharge line used to throttle flow rate. Contractor: Harris Enterprises (Labor - \$240.00, Materials – Supplied by Town from spare parts inventory). **(5)** Emergency Repair – Influent Pump Station – Trouble-shooted and repaired issue with SCADA communication. Contractor: Harris Enterprises (Labor - \$60.00). **(6)** Installation – Office Administration Building. Bore needed under front entrance sidewalk for two 3-inch electrical conduits for new generator circuit. Needed for Plant rehab project. Contractor: Country Boys Excavating (Labor - \$350.00).

Total cost for Repairs (Account No. 39-861-342) - \$1,345.00

- **Plant Discharge Quality:** Our discharge quality remained good throughout the entire month.

Activity Detail Summary (by Category)

Warrenton Police Department

(06/01/2021 - 06/30/2021)

Incident\Investigations

13A - Aggravated Assault	2
13B - Simple Assault	1
220 - Burglary/Breaking & Entering	1
23G - Theft of Motor Vehicle Parts or Accessories	1
23H - All Other Larceny	3
240 - Motor Vehicle Theft	1
26B - Credit Card/Automatic Teller Machine Fraud	1
290 - Destruction/Damage/Vandalism of Property	4
90C - Disorderly Conduct	3
90D - Driving Under the Influence	1
90J - Trespass of Real Property	2
90Z - All Other Offenses	12

Total Offenses 32

Total Incidents 19

Arrests

13B - Simple Assault	1
90D - Driving Under the Influence	1
90J - Trespass of Real Property	1
90Z - All Other Offenses	6

Total Charges 9

Total Arrests 7

Accidents

Total Accidents 0

Citations

Failure To Stop (Stop Sign/Flashing Red Light)	1
Speeding (Infraction)	2
Secondary Charge	2

Activity Detail Summary (by Category)

Warrenton Police Department

(06/01/2021 - 06/30/2021)

Citations

Total Charges	5
Total Citations	3

Warning Tickets

Total Charges	0
Total Warning Tickets	0

Ordinance Tickets

Fire Lane Violation	3
Noise Ordinance	1
Parking Left Side to Curb	1

Total Ordinance Tickets	5
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Criminal Papers

Total Criminal Papers Served	0
Total Criminal Papers	0

Civil Papers

Total Civil Papers Served	0
Total Civil Papers	0

Activity Log Event Summary (Cumulative Totals)

Warrenton Police Department

(06/01/2021 - 06/30/2021)

Abandoned Vehicle	1	Accident	8
Alarm Activation	10	Arrest	2
Assault-Physical	3	Assist Elderly/Lost person	3
Assist Motorist	2	Assist NPD	1
Assist Other Department	2	Assist WC EMS	11
Assist WCSO	10	B & E	1
C.O.P.S	7	C.O.P.S. - Main St	10
C.O.P.S.- Neighborhood Patrol	9	Careless and Reckless Driving	2
Citation	1	Complaint	6
Disabled Vehicle	2	Dispute	2
Disturbance	20	Domestic	1
Downed Tree / Power Line	1	Escort	2
Foot Patrol	2	Fraud	1
Funeral Escort	1	Injury to Personal Property	1
Investigation and/or Interview	2	Larceny	2
Medical / Person Hurt or Sick	1	Non Law Enforcement Issue	4
Non-Law Enforcement Issue	1	Ordinance Violation	7
Other	3	Parking Violation	7
Patrol	9	Property Check – Business	5
Stolen Vehicle	1	Suspected Drunk Driver	1
Suspicious Person / Vehicle	5	Talk with Officer	9
Traffic Control	1	Traffic Stop	44
Trespassing	3	Vehicle Lockout	1
Vehicle Maintenance	1	Warrant	2
Welfare Check	1		

Total Number Of Events: 232



Walter M. Gardner, Jr. – Mayor
Robert F. Davie, Jr. – Town Administrator

P.O. Box 281
Warrenton, NC 27589-0281
(252) 257-1122 Fax (252) 257-9219
www.warrenton.nc.gov

BOC Meeting May 2021 – Action Items Checklist

1. Execute annexation resolution, file copy of resolution with Register of Deeds, update Ordinance Book as addition to Table 1. (cont.)
 - ✓ Done for Hayley Haywood property. Mayor reviewing other annexed properties.
2. Update personnel manual with vacation accrual changes (cont.).
3. Straighten historic sign toppers.
 - ✓ Some complete, few signs need additional attention (sign posts etc)
4. Update mask signage at town hall, treatment plant.
 - ✓ Town Hall, done.
5. Address citizen requests regarding abandoned housing and grass cutting schedule.
 - ✓ Met with citizens and Edna and Mark on Hayley Street
6. Add Ms. Scott's email address forward.
 - ✓ Randall working on it.
7. Add to Revitalization Committee roster: Lisa and Rose.
 - ✓ Done
8. Update Zoning Ordinance with changes to C-1 District.
 - ✓ Done
9. Add Frontier Warren events list to Town website.
 - ✓ Linked to calendar at Frontierwarren.com from news on homepage
10. Review posts on Frontier Warren Facebook page.
 - ✓ Upcoming events posted on Frontier Warren FB and Frontierwarren.com
11. Mayoral signature on Budget Ordinance, agreements.
 - ✓ Done
12. Inform Kenny Hawkins to proceed with resurfacing of Marshall Street.
 - ✓ Waiting on USDA approval of agreement
13. Provide large trash can behind co-working space of Frontier Warren
 - ✓ Done
14. Execute cleaning agreements, STMS agreement, GFL agreement.
 - ✓ Done
15. Add to Plummer Hook & Ladder Museum roster two approved individuals.
 - ✓ Done



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STATUS OF GRANTS

(Fund 51 & 61) USDA Rural Development --

- Project being closed out.

(Fund 53) NC Commerce Main Street Downtown Redevelopment -- \$500,000 to redevelop 107 N. Main Street.

- Received bids for Phase 2. Received some lower bids for electrical, concrete and plumbing. Phase 2 plans may be revised and rebid, else project could continue as Phase 1 cost estimates are similar to prior estimates.
- Received updated estimates to continue on as Phase 1. Town placed building under its insurance policy.
- Town working with COG and NC Commerce to facilitate difficult situation. However, work must be completed by December 2021 or HUD will claw back unspent funds.

(Fund 55) NC DEQ Water Infrastructure WWTP -- \$2,100,000 to rehab most severe areas of WWTP

- Town \$1,600,000 with 100% grant and Town to pay 1.5% processing fee. Town borrowing additional \$500,000 to pay for cost increases in marketplace.
- Anticipate most of major work complete by August, 2021.

TAP Grant – ADA (Americans with Disabilities Act) or handicapped sidewalk access

- DOT roads = 100% grant
- DOT indicated that funds have been allocated but construction has been delayed until January of 2022.

(Fund 64 & 65) NC DEQ – Sewer Rehab – Battle Ave/Unity & Bute

- Project being closed out.

NC Main Street Solutions Warrenton Brewery Grant - \$100,000 grant with 2 to 1 match. This grant is to help renovate 120 S. Main Street for a Brewery and Meadery.

- Renovation work still going on. However grant deadline is September 2021 and will not be extended.

NC Neighborhood Revitalization Program

- Application underway for CDGB funds to assist in repairing houses owned by citizens of low or moderate incomes.
- Received release of funds letter from NC Department of Commerce.
- Conducting pre-construction analysis, determining scopes of work for bid process.

Volkswagen Settlement Grant

- Application submitted on September 30 seeking replacement of garbage truck, dump truck, tractor and back hoe. No Town match was included in the application.
- Town awarded \$218,000 for new garbage and dump trucks. One of 70 awards given. Contract process may be two to six months to complete. Town must purchase equipment and be reimbursed approximately two weeks later.
- Garbage truck delivered and dump truck on order.

Building Reuse Grant

- Town awarded \$50,000 from NC Commerce for Warrenton Veterinary Clinic.
- Construction underway. Grant deadline is December 2021.

Brownfield Grant

- This grant will analyze the environmental issues with multiple properties in Warrenton.
- Grant application submitted by Cardno engineers.
- The Town has been officially been awarded a grant of \$300,000.

Budget vs Actual

Town of Warrenton
7/1/2021 9:44:29 AM

Period Ending 6/30/2021

39 WWTP	Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
39-861-296	Continuing Education	997	0.00	0.00	0.00	525.00	472.00	53%
39-861-301	Computer Maint.	4,607	19.80	235.13	862.25	3,124.56	1,462.64	68%
39-861-302	Software Support	2,741	0.00	0.00	24.75	2,547.00	194.00	93%
39-861-305	Technology Upgrades	2,000	0.00	497.50	497.50	1,197.49	802.51	60%
39-861-309	Advertising	1,117	0.00	67.57	67.57	1,116.84	0.16	100%
39-861-318	Freight Charges	2,018	0.00	181.29	526.02	2,014.65	3.35	100%
39-861-342	Maint & Repair Plant	87,453	0.00	1,345.00	6,759.30	87,452.24	0.76	100%
39-861-344	Sludge Removal	42,252	0.00	6,615.00	13,597.50	36,432.50	5,819.50	86%
39-861-345	Beaver Control	89	0.00	0.00	0.00	0.00	89.00	100%
39-861-346	Lab Material & Supplies	9,122	0.00	0.00	0.00	9,121.66	0.34	100%
39-861-347	Lab Analysis	17,948	1,180.50	1,018.00	3,541.50	14,301.45	2,466.05	86%
39-861-348	Tar - Pamlico Dues	3,000	0.00	0.00	0.00	0.00	3,000.00	100%
39-861-349	OSHAComp/Safety M&S	1,009	0.00	120.00	120.00	1,008.50	0.50	100%
39-861-352	Vehicle Maintenance	3,874	0.00	0.00	267.40	3,873.49	0.51	100%
39-861-400	Liability Insurance	20,024	0.00	5,130.15	5,130.15	20,023.05	0.95	100%
39-861-405	Audit Expense	8,694	0.00	0.00	0.00	8,693.75	0.25	100%
39-861-441	Certify Lab Services	808	0.00	0.00	0.00	95.00	713.00	12%
39-861-444	Permits & Fees	6,253	0.00	0.00	0.00	6,193.50	59.50	99%
39-861-446	Influent Debrl removal	4,040	0.00	355.41	1,053.84	4,039.66	0.34	100%
39-861-447	WWTP Grant Expense	34,125	0.00	33,443.00	33,443.00	33,443.00	682.00	98%
39-861-897	WWTP 25% of GF Exp	42,674	0.00	0.00	7,443.13	40,396.41	2,277.59	95%
	Totals:	714,629	6,067.26	73,495.53	164,239.55	662,038.29	46,523.45	93%
39-901-901	Transfer Out to General Fund	32,497	0.00	32,497.00	32,497.00	32,497.00	0.00	100%
	Totals:	32,497	0.00	32,497.00	32,497.00	32,497.00	0.00	100%
	Expenses Totals:	747,855	6,067.26	105,992.53	196,736.55	695,264.00	46,523.45	94%
39 WWTP	Revenues Over/(Under) Expenses:			(64,658.03)	(64,657.82)	(65,357.71)		

Norlima Dues

March

15 996.24

April

11,373.14

May

8,402.66

35,772.04

Tinine

Not calculated



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WATER / SEWER REVENUES (POST RATE INCREASE)

Monthly Run Rate to Meet Budget Projections:

Water Revenues: \$67,000

Sewer Revenues: \$49,000

June 2021 Pre-billing Report

Water Revenues: \$65,000

Sewer Revenues: \$48,000

May 2021 Pre-billing Report

Water Revenues: \$63,000

Sewer Revenues: \$50,000

April 2021 Pre-billing Report

Water Revenues: \$60,000

Sewer Revenues: \$48,000

April 2021 Pre-billing Report

Water Revenues: \$60,000

Sewer Revenues: \$48,000

March 2021 Pre-billing Report

Water Revenues: \$57,000

Sewer Revenues: \$44,000

February 2021 Pre-billing Report

Water Revenues: \$61,000

Sewer Revenues: \$46,000

January 2021 Pre-billing Report

Water Revenues: \$59,000

Sewer Revenues: \$47,000

December 2020 Pre-billing Report

Water Revenues: \$58,000

Sewer Revenues: \$45,000

November Pre-billing Report

Water Revenues: \$65,000

Sewer Revenues: \$51,000

October Pre-billing Report

Water Revenues: \$63,000

Sewer Revenues: \$49,000

September Pre-billing Report

Water Revenues: \$67,000

Sewer Revenues: \$54,000

August Pre-billing Report

Water Revenues: \$69,000

Sewer Revenues: \$55,000

* Note the Pre-billing does not reflect monies collected, only monies billed, so actual revenues collected may be lower. Billing is in arrears so there is a 30-day lag between usage and billing.



NORTH CAROLINA
MUSEUM OF HISTORY

A Smithsonian Affiliate

AGREEMENT FOR OUTGOING LOAN

North Carolina Museum of History
Division of State History Museums
Department of Natural and Cultural Resources
5 East Edenton Street, Raleigh, NC 27601-1011
(919) 814-7000

Loan to: Town of Warrenton
Address: 133 South Main Street
Warrenton, NC 27589
Telephone: 252-247-3104

Contact: Mr. Walter Gardner, Mayor
Email: wgardner@nc.rr.com

Description of Object(s)

1976.100.1 - FIRE BUCKET WAGON; PARTS OF A HAND-DRAWN FIRE WAGON; USED BY THE WARRENTON FIRE DEPARTMENT (THE OLDEST CONTINUOUS BLACK FIRE DEPARTMENT IN THE STATE); PAINTED RED AND BLACK. INCLUDES THREE LADDERS AND ONE PIKE.

(Note special conditions and handling requirements.)

Fair Market Value: \$10,000

Purpose of Loan: EXHIBITION

Length of Loan: 06/30/2021 – 06/30/2023
(RENEWABLE)

Conditions Governing Loans by the NC MOH

1. The borrower is to bear all costs in packing and transporting objects in a manner agreeable to the North Carolina Museum of History.
2. All objects are to remain in the condition in which they are delivered. They are not to be cleaned, repaired, retouched, reframed, or altered in any way without the written permission of the museum.
3. Damages occurring in transit or on the premises of the borrowing institution are to be reported immediately to the museum. Each object is assumed to be in good condition unless otherwise noted by the borrower.
4. Objects belonging to the museum are not to be photographed or reproduced for any purpose other than for record, publicity, or reproduction in an exhibition catalog.
5. Each object is to be credited to the North Carolina Museum of History, Raleigh, North Carolina.
6. Insurance is required.

Signatures

The conditions of this loan as stated above are accepted.

Signed: _____

(For the Borrowing Institution)

06/30/2021
(Date)

Signed: _____

(For the North Carolina Museum of History)

06/30/2021
(Date)

This section to be completed when the object(s) is (are) returned to the North Carolina Museum of History

Received in good condition by:

Return of Loan

Signed: _____

(For the Borrowing Institution)

(Date)

Signed: _____

(For the North Carolina Museum of History)

(Date)



North Carolina Department of Natural and Cultural Resources
North Carolina Museum of History Division
4650 Mail Service Center
Raleigh, NC 27699-4650
(919) 807-7900 Fax (919) 733-8655

OUTGOING RECEIPT FORM

Received by (Name): Town of Warrenton
Mr. Walter Gardner, Mayor

Address: 133 S. Main Street
Warrenton, NC 27589

Preferred Phone No.: 252-257-3104

Email Address: wgardner@nc.rr.com

Signature: _____

Walter M. Gardner

Mayor

Date: _____

06/30/2021

The following item(s):

1976.100.1 FIRE BUCKET WAGON; PARTS OF A HAND-DRAWN FIRE WAGON; USED BY THE WARRENTON FIRE DEPARTMENT (THE OLDEST CONTINUOUS BLACK FIRE DEPARTMENT IN THE STATE); PAINTED RED AND BLACK. INCLUDES THREE LADDERS AND ONE PIKE.

For: Loan Identification Research Other:

Date: _____

6/30/2021

From (Signature): _____

John M. Campbell

(Division Employee)

Title: _____

Collecting Manager

Museum of History Regional Museums: MOA MCF MGM Maritime

Item(s) returned:

Date: _____

To (Signature): _____

(Division Employee)

By (Signature): _____

(Depositor)