



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

P.O. Box 281
Warrenton, NC 27589-0281
(252) 257-1122 Fax (252)2579219
www.warrenton.nc.gov

BOARD OF COMMISSIONERS REGULAR MEETING
7:00 PM OCTOBER 11, 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 August 9, 2021 (revised)
5. Minutes of Board Meeting on September 13, 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. Paving of walking trail at the Hayley-Haywood Park – for discussion (Commissioner Scott)
 - d. Diversity, Equity and Inclusion Options – for discussion (Commissioner Blalock)
 - e. Grant Project Ordinance – NC IDEA – for consideration
 - f. NC IDEA Grant Agreement – for consideration
9. New Business
 - a. Application for Game Room Permit
 - b. Service Agreement WWTP SCADA Systems – for consideration
 - c. Fletcher Memorial at Hayley-Haywood Park – for consideration
10. Announcements
11. 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**



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

Sunshine List

The Town of Warrenton maintains a Sunshine List. Upon request, any person may be added to the Sunshine List to receive notifications of public meetings as well as information disseminated for public meetings.

To be added to the Sunshine List send your request via email to townadministrator@warrenton.nc.gov.

Walter M. Gardner, Jr.
Mayor

Robert F. Davie
Town Administrator

Town of Warrenton

"Historically Great - Progressively Strong"

Post Office Box 281
113 S. Bragg Street
Warrenton, NC 27589-0281
PHONE (252) 257-1122 FAX (252)257-9219

BOARD OF COMMISSIONERS REGULAR MEETING
AUGUST 9, 2021

Those attending were: Mayor Walter Gardner Town Administrator, Robert Davie
Commissioner Mary Hunter Police Chief Goble Lane
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 3 citizens plus Zoom viewers.

Call to Order – Pledge of Allegiance – Moment of Silence

Mayor Gardner called the Monday, August 9, 2021 meeting to order at 7:00 pm. The Pledge of Allegiance was led by Commissioner Margaret Britt. A Moment of Silence was held for those less fortunate and especially for Desiree Robertson who is fighting cancer.

Conflict of Interest Statement -Proposed Agenda

Conflict of Interest Statement was reviewed. The Proposed Agenda was presented. The word “guidelines” was requested removed from item D in Old Business. A motion was made by Commissioner Coffman with second by Commissioner Hunter to approve Proposed Agenda with changes. The motion was approved by unanimous vote.

Public Comments

Ms. Yvette Roberts was before the Board to thank Mayor Gardner, Town Administrator Davie and Chief Lane for assistance in Hayley Street and Hayley-Haywood Park improvements. There are still several concerns of the citizens that need addressing. She inquired if churches could make financial contributions to the Town for maintaining the cemetery grounds. Mayor Gardner explained that the Town had never received contributions from churches for the Town-owned cemetery.

Minutes of Board Meeting July 12, 2021

Minutes of Board Meeting of July 12, 2021 were presented. Commissioner Wethington made several corrections to the Minutes. A motion to approve the Minutes with corrections was

made by Commissioner Coffman with second by Commissioner Hunter. 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 Report
- (d) WWTP Monthly Report
- (e) Police Activity Reports

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

COMMITTEE REPORTS

Finance and Administration Commissioner Hunter had nothing in addition to written submissions.

Public Works Commissioner Harding had no additions to written submissions. Commissioner Blalock had questions of overflow on drains during the storm which Public Works Director answered.

Public Safety Commissioner Scott reported that the Warrenton Rural Fire Department had received a Grant allowing the hiring of a part-time employee. Mayor Gardner further explained that Warren County had funded a total of four new part-time positions, one of which would be at the Warrenton Rural Fire Department. Mayor Gardner stated Fire Prevention Week will be October 3rd through 9th, 2021.

Human Resources/Information Technology Commissioner Blalock had no report for Information Technology. Robert Snow has been hired as Lab Technician at the Waste Water Treatment Plant, along with other duties at Town Hall in the Public Works Department.

Revitalization/Historic District Commission Commissioner Coffman reported on the July Historic District Commission meeting where six (6) Certificates of Appropriateness (COAs) were considered:(312 Church Street – fence for dogs; 109 S. Hall St. new roof on dwelling; 120 Front St. re-painting of sign; 534 Eaton Avenue removal of tree; 109 S. Front St. new roof; 210 N Main Street removal of tree; 327 N. Main St possible new roof (later withdrew application). Minutes of the Revitalization meeting of July 20, 2021 were discussed. Commissioner Scott had several questions of Commissioner Coffman.

1. Why is disbanding the present group the only solution, instead of working with the present group to re-imagine or re-think the Committee? Michael Coffman feels there is a need to step back and create a more functional committee and better process.
2. If you (Commissioner Coffman) believes the group is dysfunctional, what skills/capabilities do you have or need as a leader to guide the Committee? Organization and dedication responded Commissioner Coffman.
3. How important is inclusion and diversity to a new revitalization group? Diversity, equity and inclusivity sub-committee is in the plans, stated Commissioner Coffman.

Mayor Gardner met with Revitalization board members Jereann King and Cheryl Bell discussing Committee. Commissioner Coffman will meet with two Town Commissioners and Town

Administrator to formulate and restructure the Committee with a plan more beneficial to current and future members and the Town overall with input from current members.

Beautification/Facilities Commissioner Britt thanked Public Works Director and staff for work done on banner exchanges. She has concerns over a maple tree located at 124 S. Front Street being a hazard. Mr. Davie stated that the current property owner had plans to remove the tree. Margaret Britt also mentioned that the crape myrtles on Main Street are getting tall.

Planning/Zoning/Annexation Commissioner Wethington had no report.

OLD BUSINESS

Grants

Grant Status Fund 51 & 61 USDA Rural Development – Marshall Street has been paved. Project being completely closed out.

Fund 53 NC Commerce Main Street Downtown Redevelopment - Town working with COG and NC Commerce to facilitate difficult situation. Work must be completed by December 2021 or HUD will claw back unspent funds.

Fund 55 NC DEQ Water Infrastructure WWTP Aerators installed, lime slurry started up, connections to SCADA made. Anticipate work complete by September 2021.

NC Main Street Solutions Warrenton Brewery Grant renovation work still proceeding. Grant deadline remains September 2021 and will not be extended.

Fund 67 NC Neighborhood Revitalization Program continuing pre-construction analysis, scoping of work; preliminary report from attorney needed regarding liens, mortgages; resolving issues with homeowner in bankruptcy; contacting NC Commerce regarding high cost of materials; checking pricing on modular homes; and next steps is lead based paint analysis of all properties, except one.

Fund 69 Volkswagen Settlement Grant dump truck still on backorder. Older vehicles will be required to be salvaged.

Building Reuse Grant construction underway. Grant deadline is December 2021.

Brownfield Grant awaiting notice to proceed from EPA.

The outstanding balance with Norlina for WWTP services is \$51,229.31. A meeting is scheduled August 18th.

An update was given by Heather Slane on Warrenton National Register Historic District. Project is anticipated to start August /September 2021 with conclusion mid-2022 with public meeting and review of nomination. There have been changes since the 1976 nomination. This will provide a full and complete inventory and amend boundaries to reflect continued development and changes to the historic context of Warrenton.

Grant Project Ordinance for American Rescue Fund (ARF) was presented. There was an increase in the amount of expected funds to be received of \$25,275, making grant total \$265,474.97. A motion was made by Commissioner Blalock with second by Commissioner Hunter to approve the ARF Ordinance. The motion as approved by unanimous vote. Budget Amendment #1 was presented to increase the amount received from the APR grant. A motion was made by Commissioner Blalock with second by Commissioner Britt to approve the amendment. The motion was approved by unanimous vote.

The agreement for the salary study from Piedmont Triad Regional Council was presented. The cost for salary study is \$2500 and is already part of the current budget. A motion was made by Commissioner Blalock with second by Commissioner Hunter. The motion was approved by unanimous vote.

The Town Administrator presented information concerning water/sewer grant opportunities to be applied for, either in the Fall of 2021 or Spring of 2022. Funding is expected to be 100% grant, with \$3,000,000 available for water needs and \$3,000,000 available for sewer needs.

NEW BUSINESS

Information concerning a grant application to the NC Community Foundation in the amount of \$1400 was presented. There is no required match from the Town. Use of grant funds would be for track lighting at Frontier Warren's co-working space to highlight artists and their works as startup businesses. The total project estimated cost is \$2400 including installation, additional funding to match the grant will be in the form of donations. Grant is in cooperation with Warren County Arts Council with application deadline August 17, 2021.

Administrator presented an update of Frontier Warren events - past and present. The co-working space is now open every weekday.

Constant water damage to the properties on Battle Avenue due to storm water was discussed at length. It was agreed in motion by Commissioner Blalock with second by Commissioner Britt to survey properties and assess repairs needed first at an approximate cost of \$5000. The money will come from Fund Balance account until American Rescue Plan (ARP) funds are clarified. The motion was approved by unanimous vote.

Commissioner Wethington suggested that the BOC develop a plan for resident input about the use of ARP funds and that we should not spend any of this money until use of the money is clarified and we have put in place a means of receiving community input. He also noted that best practice being suggested is that the Board also wait until the NC State Assembly makes decisions about ARP funds in case there is a way of leveraging our town monies by matching state opportunities for funding.

A contract from Whitco Termite and Pest Control, Inc. was presented to address termite infestation at Town Hall. A motion was made by Commissioner Coffman with second by Commissioner Hunter to approve the contract for \$2156. The motion was approved by unanimous vote.

A new software module has been received for tracking business licenses, fire inspections, and properties lying within the Historic District. The Town Administrator asked the Board for permission to develop a no-fee business license in order to facilitate reporting to NC Main Street and know what businesses are operating in Town. He will work with the Town attorney to update ordinances to present to the Board at a future date. A motion was made by

Commissioner Hunter with second by Commissioner Harding to approve the development of a business registration or license. The motion was approved by unanimous vote.

Support for the Memorandum of Agreement between Warren County and the State of North Carolina regarding opioid lawsuit. A motion was made by Commissioner Blalock with second by Commissioner Hunter to support Warren County in the NC MOA opioid lawsuit.

ANNOUNCEMENTS

Mayor Gardner announced the Town of Warrenton has been selected to receive a 2021 Gertrude S. Carraway Award of Merit from Preservation North Carolina for the renovation of the Warrenton Town Hall Building. The Honor Awards will be presented virtually Friday, October 22, 2021.

Pointe Realty will have a ribbon cutting at noon on Wednesday, August 11, 2021. Mayor mentioned that the WRFD fire apparatus will be at the Fire Expo event in Raleigh this coming weekend.

Walter M. Gardner, Jr.
Mayor

Robert F. Davie
Town Administrator

Town of Warrenton

"Historically Great - Progressively Strong"

Post Office Box 281
113 S. Bragg Street
Warrenton, NC 27589-0281
PHONE (252) 257-1122 FAX (252)257-9219

BOARD OF COMMISSIONERS REGULAR MEETING SEPTEMBER 13, 2021

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

Commissioner Edna Scott participated via Zoom. There were 3 citizens present 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, September 13, 2021, at 7:00pm. The Pledge of Allegiance was led by Commissioner Blalock. A Moment of Silence was held for Mrs. Sylvia Ransom Fletcher. Mrs. Fletcher's family was a prominent Warren County family with ties to the Plummer Hook and Ladder Fire Museum. Mrs. Fletcher was instrumental in the development of the Warrenton Pickleball team.

Conflict of Interest and Proposed Agenda

Conflict of Interest Statement was reviewed. The Proposed Agenda was presented. Item (8f) under New Business, Preservation Warrenton Paintings was added. A motion was made by Commissioner Coffman with second by Commissioner Britt to approve the Consent Agenda with the addition of item (8f). A roll call vote was held and the motion was approved by unanimous vote.

Public Comments

Public Comments were voiced by Ms. Yvette Roberts of Hayley Street. Ms. Roberts thanked the Board for information forwarded concerning Hayley Street. She expressed concerns that Hayley Street had flooding during recent heavy rainstorms. She also had concerns and questions on the Accomplishments for African Americans in Warrenton statement in the Board packet. Mayor Gardner advised that Town would respond with answers.

Minutes of Board Meeting on August 9, 2021

Minutes of Board Meeting on August 9, 2021 were reviewed. Commissioner Scott requested the questions she asked referring to the Revitalization Committee be shown in the Minutes instead of a broad statement without questions and answers. Commissioner Coffman made a motion to table August 9, 2021 Minutes until next meeting so individual questions and answers can be inserted. The

motion was seconded by Commissioner Hunter. A roll call vote was held and the motion was approved by unanimous vote.

Consent Agenda

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

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

COMMITTEE REPORTS

Finance and Administration – Commissioner Hunter had no report in addition to written submission.

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

Public Safety – Commissioner Scott reported the Booze It and Lose It Campaign has started. Citation was issued on Bragg Street for violation of ordinance involving fireworks. Fire Department inspections have started today through September 27, 2021. The Warrenton Rural Fire Department's Annual Thanksgiving Community Breakfast has again been postponed due to COVID.

Human Resources/Information Technology – Commissioner Blalock had no report.

Revitalization/Historic District Commission – Commissioner Coffman stated the restructuring of the Revitalization Committee is ongoing with hopes of presenting information in a month or two. At their August meeting the Historic District approved four COAs: (307 Halifax Street approved house can be demolished; 135-137 S Main Street requested plastic sign which was not approved; however different signage was approved; 327 N Main Street requested a metal roof to replace an existing rubber roof which was not approved, however, a new rubber roof was approved; 122 S Main Street BB&T requested backlit signage on their building which was not approved, however regular signage was approved along with the internally lit sign of Truist in the BB&T parking lot was approved since it has been there for some time). A summary of proposed changes to Historic District Guidelines was submitted. A motion was made by Commissioner Coffman with second by Commissioner Hunter to approve the amendments. A roll call vote was held and the motion was approved by unanimous vote.

Beautification/Facilities - Commissioner Britt stated weeds in the bricks and around the crepe myrtles needed to be pulled. The crepe myrtles need to be pruned, however, that should be done in February. It was agreed a County Master Gardeners should be contacted before crepe myrtles are pruned. Commissioner Britt would be glad to come and show the person pulling the weeds the difference between lirioppe and weeds.

Planning/Zoning/Annexation – Commissioner Wethington had no report.

OLD BUSINESS

Town Administrator Davie gave a brief report on the recent fund balance appropriations using the expected ARP reimbursements. Mr. Davie also listed Town accomplishments and projects that have benefitted the African-American community in Warrenton.

Status of Grants

Fund 53 - NC Commerce Main Street Downtown Redevelopment - received an extension to June 30, 2022. The costs to complete the project are being gathered by property owner for early October meeting.

Fund 55 - NC DEQ Water Infrastructure WWTP - Generator tested. SCADA being tested. Anticipate work being completed by September or October 2021.

NC Main Street Solutions Warrenton Brewery Grant - NC Commerce and Main Street extended the grant deadline to December 31, 2021. New owners have applied for transfer of grant funding from NC Commerce. NC Commerce has informally approved transfer of grant. Awaiting official approval.

Fund 67 NC Neighborhood Revitalization Program - Preliminary title work completed Continuing to check pricing on modular homes and building materials. Preparing to go to bid on lead-based paint analysis of properties.

Board was informed that Norlina owes current month and is one month in arrears for payment of Waste Water Treatment services.

Meredith Valentine (finance officer) and Mr. Davie explained potential uses of Business Registration software that will benefit the Town in multiple ways including required fire inspections, NC Main Street reporting, Historic District tracking and registering all business in Warrenton. No Fee registration will occur when a water account is opened.

Two letters to the owner of the property on Hayley Street, where the weeds are high, were sent via registered mail and have been delivered/received.

Mr. Davie provided a list of streets in Warrenton and their current conditions and noted that outside of a water/sewer project no street had been paved in the Town for over 50 years. A quote/estimate to repave Hayley Street was provided.

Regarding the sale of donated property on Hazelwood Street, the high bidder was Kira Cochran of Vancouver, WA. The bid total was \$7804.50, with the town receiving \$7260 and Govdeals.com receiving \$544.50. A motion was made by Commissioner Coffman with second by Commissioner Blalock to accept the bid by Ms. Cochran. A roll call vote was held and the motion was approved by unanimous vote. Town again wishes to thank Jane Connell Wilson for her donation to the Town.

A discussion on the use of the American Relief Plan (ARP) funds was led by Commissioner Wethington. A suggestion was made to include a survey in the water bills seeking community input for uses of the funding. After further discussion, it was agreed to wait until guidelines are set before a survey is sent.

Because of the increase in the number of COVID cases, the Board discussed COVID mitigation. Warren County recommendations were presented. The Board discussed several options from a return to mask wearing to a full building shutdown. A motion was made by Commissioner Wethington with second by Commissioner Blalock to adopt the following County guidelines:

- 1) All visitors to Town facilities for service, must have a mask on for service. It is not contingent upon vaccination status.
- 2) Town employees are required to wear masks, when: 1) Providing service to the public indoors, 2) In their offices if they are not able to maintain 6ft. of social distancing
- 3) If a positive case is discovered in a Town facility related to an employee, close the facility for sanitizing (usually in the afternoon, but depending on when receive notice).

A roll call vote was held and the motion was approved by unanimous vote.

Nationwide parking lot is moving forward per Mr. Davie and Butch Meek. There is no definite cost available at this point, but the estimated cost is in the neighborhood of \$150,000 with a possible \$50,000 grant from the USDA. Mr. Davie advised that a plan for engineering is needed to send in with a

grant application. Commissioner Wethington asked if funding could be appropriated to start the process. After discussion, a motion was made by Commissioner Wethington with second by Commissioner Harding to approve \$25,000 for planning expenses in a new Project Fund set aside for the Parking Lot project. A roll call vote was held and the motion was approved by unanimous vote.

NEW BUSINESS

Representatives of the Plummer Hook & Ladder Fire Museum, Inc. were before the Board requesting approval of an initial Board of Directors – Anne Harris, Annette Silver, Jennifer Franks, Walter Gardner, Hermenia Salmon, D.K. Trotman and Julian Greene. And with recent approval of 501(c)3 status the Museum Board requested having its assigned funds, held in a Town banking account, transferred to a new museum bank account. A motion was made by Commissioner Coffman with second by Commissioner Blalock to approve both requests. A roll call vote was held and the motion was approved by unanimous vote.

Budget amendment #2 (\$17,000) was presented which increased the MS Downtown Redevelopment Grant (Milano's) budget to include legal fees which will be transferred from General Fund. A motion was made by Commissioner Blalock with second by Commissioner Coffman to approve the budget amendment. A roll call vote was held and the motion was approved by unanimous vote.

To improve lighting and generate energy savings, two Lime Energy contracts were presented for the waste water treatment plant and 136 S. Main building of Frontier Warren. A motion was made by Commissioner Coffman with second by Commissioner Britt to approve contracts. A roll call vote was held and the motion was approved by unanimous vote.

A Resolution adopting Tar River Regional Hazard Mitigation Plan was presented. A motion was made by Commissioner Blalock with second by Commissioner Hunter to approve the Resolution. A roll call vote was held and the motion was approved by unanimous vote.

A Resolution for Global Entrepreneurship Week (November 8 – 14) was presented. A motion was made by Commissioner Coffman with second by Commissioner Hunter to approve Resolution. A roll call vote was held and the motion was approved by unanimous vote.

Preservation Warrenton hopes to be able to restore three paintings currently housed at the Warren County Central School Board Office basement and requests that they be transferred on permanent loan to Town Hall which is a better environment for the paintings. A motion was made by Commissioner Britt with second by Commissioner Hunter to approve housing of paintings in Town Hall. A roll call vote was held and the motion was approved by unanimous vote.

Announcements

Mr. Davie announced the launch of a grant program for home owners being sponsored by the Kerr Tar Council of Governments (COG). Qualified home owners may apply for an average \$10,000 grant per household to make home repairs. To apply contact COG for information. This information will be added to the Town website.

On October 22, 2021 from 1:30 to 2:30 there will be a virtual awards presentation of the Town's recent 2021 Gertrude S. Carraway Award of Merit by Preservation North Carolina for the renovation of Town Hall.

Mayor Gardner announced that he will be installed as the next Chairman of the Kerr Tar COG via Zoom on September 23, 2021.

With no further business the meeting was adjourned.

Budget vs Actual

Town of Warrenton
10/4/2021 4:00:56 PM

Page 1 Of 15

Period Ending 9/30/2021

34 FRONTIER WARREN							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
Revenues							
34-335-344 Contribution from WC to Frontier Warren	10,000	0.00	0.00	0.00	(10,000.00)		
34-351-422 Rent Paid to Town Frontier Warren	24,000	3,980.00	7,860.00	7,860.00	(16,140.00)	33%	
34-352-363 Donations	2,000	60.00	160.50	160.50	(1,839.50)	8%	
Revenues Totals:	36,000	4,040.00	8,020.50	8,020.50	(27,979.50)	22%	
Expenses							
34-405-203 Supplies	500	59.30	442.11	442.11	57.89	88%	
34-405-250 Lights/Heat/Security	4,000	432.73	1,205.14	1,205.14	2,794.86	30%	
34-405-251 Telephone/Internet	3,000	221.94	875.82	875.82	2,124.18	29%	
34-405-255 Bldg Maint/Clean Srvs	2,500	0.00	810.00	810.00	1,690.00	32%	
34-405-309 Advertising	1,500	0.00	0.00	0.00	1,500.00		
34-405-332 Signs below \$5,000	500	0.00	0.00	0.00	500.00		
34-405-400 Liability Insurance	30	7.50	7.50	7.50	22.50	25%	
34-405-422 Rent Paid by Town	36,000	3,000.00	12,000.00	12,000.00	24,000.00	33%	
34-405-499 Miscellaneous	970	40.00	300.00	300.00	670.00	31%	
Non-Departmental Totals:	49,000	3,761.47	15,640.57	15,640.57	33,359.43	32%	
Expenses Totals:	49,000	3,761.47	15,640.57	15,640.57	33,359.43	32%	
34 FRONTIER WARREN	Revenues Over/(Under) Expenses:	308.53	(7,386.57)	(7,386.57)			

Budget vs Actual

Town of Warrenton
10/4/2021 4:00:56 PM

Page 2 Of 15

Period Ending 9/30/2021

37 GENERAL FUND							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
Revenues							
37-302-301 Ad Valorem Taxes - Current	403,379	28,293.02	30,044.88	30,044.88	(373,334.12)	7%	
37-302-302 Ad Valorem Taxes - Prior Year	6,000	1,555.35	3,117.36	3,117.36	(2,882.64)	52%	
37-302-303 Ad Valorem Taxes - all other prior years	3,000	53.14	1,427.88	1,427.88	(1,572.12)	48%	
37-302-304 Ad Valorem Taxes - Penalties & Interest	1,800	163.24	957.02	957.02	(842.98)	53%	
37-307-310 Motor Vehicles - Current	36,007	4,103.41	11,551.73	11,551.73	(24,455.27)	32%	
37-320-320 Local Option Sales Tax Monthly	270,000	27,700.11	77,042.62	77,042.62	(192,957.38)	29%	
37-325-325 Utility Franchise Tax Quarterly	86,000	19,000.43	19,000.43	19,000.43	(66,999.57)	22%	
37-325-326 Beer & Wine Tax Annual	3,600	0.00	0.00	0.00	(3,600.00)		
37-325-328 Refund of Gas Tax paid monthly	1,000	224.18	462.08	462.08	(537.92)	46%	
37-325-329 PD Narcotics Tax	100	0.00	0.00	0.00	(100.00)		
37-335-335 Powell Bill	24,128	12,444.22	12,444.22	12,444.22	(11,683.78)	52%	
37-345-345 Zone Board of Adj	500	25.00	25.00	25.00	(475.00)	5%	
37-345-346 Code Enforcement	2,750	400.00	925.00	925.00	(1,825.00)	34%	
37-351-350 Run Warrenton 5K	2,500	0.00	0.00	0.00	(2,500.00)		
37-351-353 Landfill Fees Residential	180,480	15,547.62	46,195.75	46,195.75	(134,284.25)	26%	
37-351-355 Cemetery Fees	1,400	0.00	0.00	0.00	(1,400.00)		
37-351-356 Police Rpt Fees	50	5.00	10.00	10.00	(40.00)	20%	
37-351-357 Court Fees	300	31.50	76.50	76.50	(223.50)	26%	
37-351-360 Cell Tower Rent	29,400	2,695.00	8,085.00	8,085.00	(21,315.00)	28%	
37-351-361 Parking/Ordinance Collections PD	250	0.00	50.00	50.00	(200.00)	20%	
37-351-401 Debt Setoff Landfill	100	0.00	53.00	53.00	(47.00)	53%	
37-365-001 Interest Income	50	2.67	4.77	4.77	(45.23)	10%	
37-365-351 Revitalization Comm	9,500	0.00	20.00	20.00	(9,480.00)	0%	
37-365-358 Branded Merchandise for Sales	500	0.00	0.00	0.00	(500.00)		
37-365-366 Surplus Property	1,500	7,260.00	7,260.00	7,260.00	5,760.00	484%	

Budget vs Actual

Town of Warrenton
10/4/2021 4:00:56 PM

Page 3 Of 15

Period Ending 9/30/2021

37 GENERAL FUND

Description	Budget	MTD	QTD	YTD	Variance	Percent
37-365-370 WWTP 25% of GF Exp	44,247	3,528.63	10,633.79	10,633.79	(33,613.21)	24%
37-365-371 WS 25% of GF Exp	87,356	11,445.47	25,273.03	25,273.03	(62,082.97)	29%
37-365-401 Mis/Revenue/License Tags	100	0.00	0.00	0.00	(100.00)	
37-365-410 Interest Investment NCCMT	500	0.00	8.82	8.82	(491.18)	2%
37-365-501 Misc Revenue POLICE	500	0.00	0.00	0.00	(500.00)	
37-395-396 Apropriated Fund Balance (Budget Only)	78,102	0.00	0.00	0.00	(78,102.00)	
Revenues Totals:	1,275,099	134,477.99	254,668.88	254,668.88	(1,020,430.12)	20%
Expenses						
37-401-010 Salary - Full Time	128,031	10,191.98	30,575.94	30,575.94	97,455.06	24%
37-401-012 Salary - Adm Assistant	47,353	3,600.00	10,800.00	10,800.00	36,553.00	23%
37-401-020 ER-FICA Taxes	9,747	779.12	2,337.36	2,337.36	7,409.64	24%
37-401-021 ER-FICA Taxes - Adm Assistant	3,623	274.84	824.52	824.52	2,798.48	23%
37-401-030 ER-Retirement - Orbit	31,806	2,510.14	7,530.42	7,530.42	24,275.58	24%
37-401-040 ER-Health Insurance	24,780	1,921.20	7,686.39	7,686.39	17,093.61	31%
37-401-050 ER-Life Insurance	504	48.00	192.00	192.00	312.00	38%
37-401-060 ER-Workman's Comp	400	32.99	326.20	326.20	73.80	82%
37-401-200 Travel Expense	1,200	0.00	0.00	0.00	1,200.00	
37-401-203 Supplies	5,000	43.54	515.82	515.82	4,484.18	10%
37-401-250 Light, Heat & Security	12,000	918.71	1,675.37	1,675.37	10,324.63	14%
37-401-251 Telephone & Postage	3,000	203.79	682.90	682.90	2,317.10	23%
37-401-255 Bldg. Maint/ Clean SVS	6,000	0.00	1,923.90	1,923.90	4,076.10	32%
37-401-256 Bank Fees/ Petty Cash	1,500	500.00	950.00	950.00	550.00	63%
37-401-295 Training	1,400	325.00	325.00	325.00	1,075.00	23%
37-401-301 Computer Maint	3,600	256.31	831.53	831.53	2,768.47	23%
37-401-302 Software Support	2,675	1,379.17	1,439.13	1,439.13	1,235.87	54%
37-401-304 Website	1,575	0.00	375.00	375.00	1,200.00	24%
37-401-306 Awning 25% Fund	500	0.00	0.00	0.00	500.00	
37-401-307 Special Events	500	0.00	0.00	0.00	500.00	

Budget vs Actual

Town of Warrenton
10/4/2021 4:00:56 PM

Page 4 Of 15

Period Ending 9/30/2021

37 GENERAL FUND							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
37-401-309 Advertising	1,300	0.00	87.33	87.33	1,212.67	7%	
37-401-310 Dues & Subscriptions	2,800	0.00	1,921.00	1,921.00	879.00	69%	
37-401-325 NC Sales/Use Tax Paid (No Tax)	700	0.00	73.74	73.74	626.26	11%	
37-401-400 Liability Insurance	7,072	1,598.23	1,598.23	1,598.23	5,473.77	23%	
37-401-401 County Tax Collection Svs	8,000	608.70	1,009.50	1,009.50	6,990.50	13%	
37-401-405 Audit Expense	9,200	1,983.33	4,150.00	4,150.00	5,050.00	45%	
37-401-410 Election Cost	3,200	0.00	0.00	0.00	3,200.00		
37-401-415 Economic Development	12,000	1,000.00	4,000.00	4,000.00	8,000.00	33%	
37-401-420 Attorney Fees	28,500	17,000.00	17,000.00	17,000.00	11,500.00	60%	
37-401-499 Miscellaneous Expense	3,000	0.00	23.33	23.33	2,976.67	1%	
37-401-700 WDRI Grant Expense	132	0.00	0.00	0.00	132.00		
37-401-801 Town Hall Roof Loan-Principal	5,416	428.95	1,286.85	1,286.85	4,129.15	24%	
37-401-803 USDA Town Hall/WS Loan Principal	4,430	0.00	0.00	0.00	4,430.00		
37-401-831 Town Hall Roof Loan - Interest Admin	252	43.30	129.90	129.90	122.10	52%	
37-401-833 USDA Town Hall/WS Loan Interest	2,850	0.00	0.00	0.00	2,850.00		
37-401-998 Contingency	1,000	0.00	0.00	0.00	1,000.00		
General Government Totals:	375,046	45,647.30	100,271.36	100,271.36	274,774.64	27%	
37-402-014 Mayor Part Time Salary	1,500	125.00	375.00	375.00	1,125.00	25%	
37-402-020 ER - FICA TAXES	115	9.56	28.68	28.68	86.32	25%	
37-402-200 Travel Expense	500	0.00	0.00	0.00	500.00		
37-402-295 Training	225	0.00	0.00	0.00	225.00		
37-402-402 Commission offsite meetings	50	0.00	0.00	0.00	50.00		
Governing Body Totals:	2,390	134.56	403.68	403.68	1,986.32	17%	
37-405-407 Branded Clothing Sales	500	0.00	0.00	0.00	500.00		
37-405-430 Historic District Comm	14,870	0.00	1,480.00	1,480.00	13,390.00	10%	
37-405-440 Run Warrenton 5K	2,500	0.00	0.00	0.00	2,500.00		

Budget vs Actual

Town of Warrenton
10/4/2021 4:00:56 PM

Page 5 Of 15

Period Ending 9/30/2021

37 GENERAL FUND							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
37-405-450 Revitalization Comm	9,500	0.00	60.00	60.00	9,440.00	1%	
37-405-470 Small Town Maint St	2,200	0.00	375.00	375.00	1,825.00	17%	
Non-Departmental Totals:	29,570	0.00	1,915.00	1,915.00	27,655.00	6%	
37-501-010 SALARY FULL TIME	217,173	17,738.70	51,041.69	51,041.69	166,131.31	24%	
37-501-014 Salary - Part Time	10,000	248.00	788.00	788.00	9,212.00	8%	
37-501-016 Police Clerical Salary	34,795	2,676.80	8,030.40	8,030.40	26,764.60	23%	
37-501-019 Salary - Over-Time	5,000	382.48	1,010.84	1,010.84	3,989.16	20%	
37-501-020 ER-FICA Taxes	20,066	1,594.50	4,613.28	4,613.28	15,452.72	23%	
37-501-030 ER - Retirement Orbit	48,440	3,910.27	11,294.25	11,294.25	37,145.75	23%	
37-501-031 ER - 401K 5%	10,912	906.06	2,602.63	2,602.63	8,309.37	24%	
37-501-040 ER - Health Insurance	38,960	3,201.95	12,810.45	12,810.45	26,149.55	33%	
37-501-050 ER - Life Insurance	1,010	96.00	384.00	384.00	626.00	38%	
37-501-060 ER - Workman's Comp	6,420	32.99	4,600.47	4,600.47	1,819.53	72%	
37-501-200 Travel Expense	1,000	0.00	40.16	40.16	959.84	4%	
37-501-203 Supplies	3,000	158.08	617.65	617.65	2,382.35	21%	
37-501-204 Uniforms	2,000	329.24	627.35	627.35	1,372.65	31%	
37-501-205 Equipment & Material	3,000	0.00	217.88	217.88	2,782.12	7%	
37-501-250 Light, Heat & Security	10,908	847.49	1,465.16	1,465.16	9,442.84	13%	
37-501-251 Telephone & Postage	9,387	788.11	2,411.43	2,411.43	6,975.57	26%	
37-501-252 Fuel	14,000	2,081.25	6,115.59	6,115.59	7,884.41	44%	
37-501-255 Bldg Maint/Clean Svs	5,904	0.00	1,923.90	1,923.90	3,980.10	33%	
37-501-295 Training	2,000	0.00	0.00	0.00	2,000.00		
37-501-301 Computer Maint	5,606	333.00	999.00	999.00	4,607.00	18%	
37-501-302 Software Support	6,665	5,249.11	5,774.11	5,774.11	890.89	87%	
37-501-351 Maint & Repair Equip	3,000	162.21	186.91	186.91	2,813.09	6%	
37-501-370 2019 Dodge Car 100	1,000	0.00	31.04	31.04	968.96	3%	
37-501-371 2017 Dodge Car 200	1,000	359.70	359.70	359.70	640.30	36%	
37-501-372 2016 Dodge Car 300	1,000	0.00	120.00	120.00	880.00	12%	
37-501-373 2017 Dodge Car 400	1,000	0.00	65.61	65.61	934.39	7%	

Budget vs Actual

Town of Warrenton
10/4/2021 4:00:56 PM

Page 6 Of 15

Period Ending 9/30/2021

37 GENERAL FUND							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
37-501-374 2010 Ford Car 500	1,000	0.00	0.00	0.00	1,000.00		
37-501-375 2008 Ford Car 600	1,000	0.00	0.00	0.00	1,000.00		
37-501-376 2019 Dodge Car 700	1,000	27.45	471.00	471.00	529.00	47%	
37-501-400 Liability Insurance	12,400	3,210.42	3,210.42	3,210.42	9,189.58	26%	
37-501-415 Police Shots Medical	500	0.00	0.00	0.00	500.00		
37-501-433 COP Program	500	0.00	0.00	0.00	500.00		
37-501-436 PD Narcotics Tax/Proceeds	142	0.00	0.00	0.00	142.00		
37-501-499 Miscellaneous	4,660	0.00	395.92	395.92	4,264.08	8%	
37-501-801 Town Hall Roof Loan Principal	5,280	428.96	1,286.88	1,286.88	3,993.12	24%	
37-501-802 Police 2017 Cars Loan Principal (USDA)	4,206	0.00	4,206.00	4,206.00	0.00	100%	
37-501-803 Police Security Camera Loan Principal (USDA)	1,243	0.00	0.00	0.00	1,243.00		
37-501-804 Police 2019 Cars Loan Principal (USDA)	4,545	0.00	0.00	0.00	4,545.00		
37-501-831 Town Hall Roof Loan - Interest PD	388	43.31	129.93	129.93	258.07	33%	
37-501-832 Police 2017 Cars Loan Interest (USDA)	574	0.00	574.00	574.00	0.00	100%	
37-501-833 Police Security Camera Loan Interest (USDA)	91	0.00	0.00	0.00	91.00		
37-501-834 Police 2019 Cars Loan Interest (USDA)	882	0.00	0.00	0.00	882.00		
Police Department Totals:	501,657	44,806.08	128,405.65	128,405.65	373,251.35	26%	
37-601-014 Salary - Part Time Code Enforcement	3,000	153.00	1,171.31	1,171.31	1,828.69	39%	
37-601-020 ER-FICA Taxes	230	11.71	46.82	46.82	183.18	20%	
37-601-252 Fuel/Truck Expense/Insurance	435	0.00	0.00	0.00	435.00		
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	17,499.99	52,500.01	25%	
37-601-475 Donation to Town Fire	1,500	0.00	0.00	0.00	1,500.00		

Budget vs Actual

Town of Warrenton
10/4/2021 4:00:56 PM

Page 7 Of 15

Period Ending 9/30/2021

37 GENERAL FUND							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
37-601-476 Code Enforcement Exp	5,300	0.00	0.00	0.00	5,300.00		
37-601-710 Fire Museum Expense	10,000	0.00	0.00	0.00	10,000.00		
Fire Totals:	90,665	5,998.04	18,718.12	18,718.12	71,946.88	21%	
37-651-330 Christmas Lights/Santa House	600	0.00	0.00	0.00	600.00		
37-651-331 Haley Haywood Park	1,650	0.00	0.00	0.00	1,650.00		
37-651-332 Signs below \$5,000	2,500	0.00	0.00	0.00	2,500.00		
37-651-333 Street Beautification - Below \$5,000	4,765	0.00	409.64	409.64	4,355.36	9%	
37-651-335 Street Lighting Electric Bill	23,000	1,806.91	5,420.73	5,420.73	17,579.27	24%	
Signs and Lights Totals:	32,515	1,806.91	5,830.37	5,830.37	26,684.63	18%	
37-701-010 Salary - Full Time	56,378	3,391.14	10,134.74	10,134.74	46,243.26	18%	
37-701-014 Salary - Part Time	16,316	1,154.21	3,419.85	3,419.85	12,896.15	21%	
37-701-019 Over-Time	1,274	0.00	61.55	61.55	1,212.45	5%	
37-701-020 ER-FICA Taxes	5,659	346.53	1,038.07	1,038.07	4,620.93	18%	
37-701-030 ER - Retirement - Orbit	13,832	821.26	2,460.47	2,460.47	11,371.53	18%	
37-701-040 ER-Health Insurance	14,114	846.21	3,376.31	3,376.31	10,737.69	24%	
37-701-050 ER-Life Insurance	269	26.24	97.96	97.96	171.04	36%	
37-701-060 ER-Workman's Comp	1,837	0.00	1,836.17	1,836.17	0.83	100%	
37-701-203 Supplies	3,619	224.19	1,210.54	1,210.54	2,408.46	33%	
37-701-204 Uniforms	3,720	0.00	374.52	374.52	3,345.48	10%	
37-701-251 Telephone & Postage	936	76.37	229.11	229.11	706.89	24%	
37-701-252 Fuel	8,000	574.69	1,188.03	1,188.03	6,811.97	15%	
37-701-256 Street Maintenance	33,481	0.00	9,558.00	9,558.00	23,923.00	29%	
37-701-312 Tree Removal	1,200	0.00	500.00	500.00	700.00	42%	
37-701-351 Maint & Repair Equip	9,187	154.83	154.83	154.83	9,032.17	2%	
37-701-352 Vehicle Maintenance	4,912	3,197.68	3,197.68	3,197.68	1,714.32	65%	
37-701-400 Liability Insurance	6,328	1,581.51	1,581.51	1,581.51	4,746.49	25%	
37-701-431 Street Debris Disposal	2,500	0.00	0.00	0.00	2,500.00		
Streets Totals:	183,562	12,394.86	40,419.34	40,419.34	143,142.66	22%	

Budget vs Actual

Town of Warrenton
10/4/2021 4:00:56 PM

Page 8 Of 15

Period Ending 9/30/2021

37 GENERAL FUND							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
37-710-361 Maint & Repair POWELL BILL	18,167	0.00	0.00	0.00	18,167.00		
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	5,637	0.00	0.00	0.00	5,637.00		
37-710-830 BB&T Battle Ave Sewer Loan POWELL - Int	224	0.00	0.00	0.00	224.00		
Powell Bill Totals:	24,128	0.00	0.00	0.00	24,128.00		
37-801-010 Salary - Full Time Sanitation	48,527	3,732.72	11,198.16	11,198.16	37,328.84	23%	
37-801-019 Salary - Over Time Sanitation	678	0.00	0.00	0.00	678.00		
37-801-020 ER - FICA Sanitation	3,764	278.98	838.22	838.22	2,925.78	22%	
37-801-030 ER - Retirement - Orbit Sanitation	9,201	679.36	2,038.08	2,038.08	7,162.92	22%	
37-801-040 ER - Health Insurance	11,101	857.39	3,430.40	3,430.40	7,670.60	31%	
37-801-050 ER - Life Insurance	227	21.60	86.40	86.40	140.60	38%	
37-801-060 Workman's Compensation	4,080	0.00	4,079.31	4,079.31	0.69	100%	
37-801-203 Supplies	750	33.04	269.40	269.40	480.60	36%	
37-801-204 Uniforms	2,196	0.00	268.37	268.37	1,927.63	12%	
37-801-251 Telephone & Postage	516	41.04	123.14	123.14	392.86	24%	
37-801-252 Fuel	3,000	225.12	463.05	463.05	2,536.95	15%	
37-801-350 Landfull Fees	19,300	2,032.78	5,508.74	5,508.74	13,791.26	29%	
37-801-352 Vehicle Maintenance	377	0.00	210.00	210.00	167.00	56%	
37-801-400 Liability Insurance	3,555	888.62	2,298.62	2,298.62	1,256.38	65%	
Sanitation Totals:	107,272	8,790.65	30,811.89	30,811.89	76,460.11	29%	
37-901-889 Transfer Out to USDA Loan Reserve	1,883	0.00	0.00	0.00	1,883.00		
Transfers Out Totals:	1,883	0.00	0.00	0.00	1,883.00		
Expenses Totals:	1,348,688	119,578.40	326,775.41	326,775.41	1,021,912.59	24%	
37 GENERAL FUND Revenues Over/(Under) Expenses:		14,251.52	(73,737.05)	(73,737.05)			

Budget vs Actual

Town of Warrenton
10/4/2021 4:00:56 PM

Page 9 Of 15

Period Ending 9/30/2021

38 WATER / SEWER							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
Revenues							
38-351-401 Water Sales	776,347	63,141.95	196,276.38	196,276.38	(580,070.62)	25%	
38-351-402 Debt Setoff WATER	302	0.00	37.37	37.37	(264.63)	12%	
38-351-404 Sewer Services	594,414	47,432.76	147,696.57	147,696.57	(446,717.43)	25%	
38-351-407 Debt Setoff SEWER	501	0.00	41.74	41.74	(459.26)	8%	
38-351-408 Town Taps	4,616	275.00	4,948.54	4,948.54	332.54	107%	
38-351-416 Dis/Reconnection Fee	7,320	870.00	2,667.06	2,667.06	(4,652.94)	36%	
38-351-417 Fire Sprinkler	2,253	178.14	571.56	571.56	(1,681.44)	25%	
38-351-418 Late Fees/Penalty/Cut Off	12,741	0.00	46.38	46.38	(12,694.62)	0%	
38-351-419 Returned Check Fee	430	0.00	75.00	75.00	(355.00)	17%	
38-351-420 Debt Setoff Late Fees/Penalty/Cut Off	27	0.00	55.00	55.00	28.00	204%	
38-365-001 Interest Income	26	2.95	9.52	9.52	(16.48)	37%	
38-365-421 Account Activation Fee	2,875	225.00	900.00	900.00	(1,975.00)	31%	
38-365-851 Misc Revenue WATER	63	0.00	1.50	1.50	(61.50)	2%	
Revenues Totals:	1,401,915	112,125.80	353,326.62	353,326.62	(1,048,588.38)	25%	
Expenses							
38-851-010 Salary Full Time	97,849	7,072.25	19,795.46	19,795.46	78,053.54	20%	
38-851-014 Salary - Part Time	18,194	1,320.19	3,978.57	3,978.57	14,215.43	22%	
38-851-019 Salary Over-Time	6,477	345.58	1,269.66	1,269.66	5,207.34	20%	
38-851-020 ER-FICA Taxes	9,373	644.40	1,843.64	1,843.64	7,529.36	20%	
38-851-030 ER - Retirement Orbit	17,584	908.98	2,705.67	2,705.67	14,878.33	15%	
38-851-040 ER - Health Insurance WATER	18,024	1,333.15	4,285.26	4,285.26	13,738.74	24%	
38-851-050 ER - Life Insurance	365	33.52	121.42	121.42	243.58	33%	
38-851-060 ER - Workman's Comp	2,599	16.49	1,070.01	1,070.01	1,528.99	41%	
38-851-200 Travel Expense	250	0.00	0.00	0.00	250.00		
38-851-203 Supplies	37,239	775.64	5,686.13	5,686.13	31,552.87	15%	
38-851-204 Uniforms	2,172	0.00	206.66	206.66	1,965.34	10%	
38-851-250 Light & Heat & Security	4,374	473.58	1,024.26	1,024.26	3,349.74	23%	

Budget vs Actual

Town of Warrenton
10/4/2021 4:00:56 PM

Page 10 Of 15

Period Ending 9/30/2021

38 WATER / SEWER							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
38-851-251 Telephone & Postage	8,029	680.04	1,996.82	1,996.82	6,032.18	25%	
38-851-252 Fuel	6,000	884.94	1,564.08	1,564.08	4,435.92	26%	
38-851-255 Bldg. Maint/Clean Svs	3,039	0.00	961.94	961.94	2,077.06	32%	
38-851-260 Electric Tank/Pumps	3,000	170.91	510.94	510.94	2,489.06	17%	
38-851-296 Continuing Education	625	0.00	0.00	0.00	625.00		
38-851-301 Computer Maintenance	2,547	135.40	447.49	447.49	2,099.51	18%	
38-851-302 Software Support	10,492	764.57	10,169.57	10,169.57	322.43	97%	
38-851-305 Technology Upgrades	2,250	233.43	233.43	233.43	2,016.57	10%	
38-851-309 Advertising	250	82.30	229.42	229.42	20.58	92%	
38-851-310 Dues & Subscriptions	389	154.17	179.17	179.17	209.83	46%	
38-851-313 State Permits	1,250	0.00	61.59	61.59	1,188.41	5%	
38-851-345 Water Tank Contract	16,836	0.00	4,208.88	4,208.88	12,627.12	25%	
38-851-347 Lab Analysis	1,460	70.00	140.00	140.00	1,320.00	10%	
38-851-351 Maint. & Repair Equip	994	140.00	1,051.56	1,051.56	(57.56)	106%	
38-851-352 Vehicle Maintenance	3,500	472.23	542.23	542.23	2,957.77	15%	
38-851-400 Town Liability Insurance	7,160	1,741.28	1,741.28	1,741.28	5,418.72	24%	
38-851-405 Audit Expense	4,347	991.67	2,075.00	2,075.00	2,272.00	48%	
38-851-448 External Contract	14,784	4,015.00	13,256.79	13,256.79	1,527.21	90%	
38-851-451 Water Purchase	201,423	0.00	48,053.31	48,053.31	153,369.69	24%	
38-851-801 Town Hall Roof Loan - Principal	2,708	214.47	643.41	643.41	2,064.59	24%	
38-851-802 USDA Public Works Trucks - Princ Water	2,567	0.00	0.00	0.00	2,567.00		
38-851-803 USDA Town Hall/WS Loan Principal	26,000	0.00	0.00	0.00	26,000.00		
38-851-831 Town Hall Roof Loan - Interest Water	126	21.65	64.95	64.95	61.05	52%	
38-851-833 USDA Town Hall/WS Loan Interest	14,423	0.00	0.00	0.00	14,423.00		
38-851-836 USDA Public Works Trucks - Int Water	351	0.00	0.00	0.00	351.00		

Budget vs Actual

Town of Warrenton
10/4/2021 4:00:56 PM

Page 11 Of 15

Period Ending 9/30/2021

38 WATER / SEWER							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
38-851-895 Grass Cutting Expense	16,000	1,125.00	3,375.00	3,375.00	12,625.00	21%	
38-851-896 WS 25% of GF Expense	43,678	5,722.73	12,636.51	12,636.51	31,041.49	29%	
Water Totals:	608,728	30,543.57	146,130.11	146,130.11	462,597.89	24%	
38-852-010 Salary - Full Time	97,849	7,066.92	19,790.13	19,790.13	78,058.87	20%	
38-852-014 Salary - Part Time	18,194	1,320.19	3,978.42	3,978.42	14,215.58	22%	
38-852-019 Salary - Over Time Sewer	6,477	541.96	2,828.34	2,828.34	3,648.66	44%	
38-852-020 ER - FICA Sewer	9,373	680.14	2,026.50	2,026.50	7,346.50	22%	
38-852-030 ER-Retirement Orbit	17,584	943.75	2,953.00	2,953.00	14,631.00	17%	
38-852-040 ER-Health Insurance SEWER	18,025	1,334.02	4,288.73	4,288.73	13,736.27	24%	
38-852-050 ER-Life Insurance	310	34.16	123.98	123.98	186.02	40%	
38-852-060 ER-Workman's Comp	1,195	16.49	1,070.00	1,070.00	125.00	90%	
38-852-200 Travel Expense	225	0.00	0.00	0.00	225.00		
38-852-203 Supplies	39,746	5,309.43	15,931.40	15,931.40	23,814.60	40%	
38-852-204 Uniforms	2,172	0.00	206.61	206.61	1,965.39	10%	
38-852-250 Light & Heat & Security	5,981	473.56	1,024.21	1,024.21	4,956.79	17%	
38-852-251 Telephone & Postage	8,029	680.04	2,003.76	2,003.76	6,025.24	25%	
38-852-252 Fuel	6,000	884.93	1,720.87	1,720.87	4,279.13	29%	
38-852-255 Bldg. Maint/Clean Svs	3,039	0.00	961.94	961.94	2,077.06	32%	
38-852-260 Electric Tank/Pumps	14,000	693.01	2,358.45	2,358.45	11,641.55	17%	
38-852-296 Continuing Education	625	0.00	0.00	0.00	625.00		
38-852-301 Computer Maint.	2,547	135.40	447.48	447.48	2,099.52	18%	
38-852-302 Software Support	10,492	764.56	10,169.55	10,169.55	322.45	97%	
38-852-305 Technology Upgrades	2,250	233.41	233.41	233.41	2,016.59	10%	
38-852-309 Advertising	500	82.30	229.40	229.40	270.60	46%	
38-852-310 Dues & Subscriptions	400	154.17	179.17	179.17	220.83	45%	
38-852-313 State Permits	1,250	0.00	0.00	0.00	1,250.00		
38-852-351 Maint & Repair Equip	1,000	140.00	1,051.56	1,051.56	(51.56)	105%	
38-852-352 Vehicle Maintenance	3,500	472.22	472.22	472.22	3,027.78	13%	
38-852-400 Liability Insurance	7,160	1,741.29	1,741.29	1,741.29	5,418.71	24%	

Budget vs Actual

Town of Warrenton
10/4/2021 4:00:56 PM

Page 12 Of 15

Period Ending 9/30/2021

38 WATER / SEWER							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
38-852-405 Audit Expense	4,347	991.67	2,075.00	2,075.00	2,272.00	48%	
38-852-435 Purchase of Sewer Services	334,513	0.00	49,180.36	49,180.36	285,332.64	15%	
38-852-448 External Contract	35,939	16,301.52	25,010.73	25,010.73	10,928.27	70%	
38-852-473 WWTP Rehab Annual Payment	25,357	0.00	0.00	0.00	25,357.00		
38-852-801 Town Hall Roof Loan - Principal	2,708	214.48	643.44	643.44	2,064.56	24%	
38-852-802 USDA Public Works Trucks - Princ Sewer	2,567	0.00	0.00	0.00	2,567.00		
38-852-803 USDA Town Hall/WS Loan Principal	26,000	0.00	0.00	0.00	26,000.00		
38-852-804 NCDEQ Unity, Bute & Battle Sewer Rehab Princ Only	14,977	0.00	0.00	0.00	14,977.00		
38-852-809 John Riggans Easement Pmt	1,000	0.00	0.00	0.00	1,000.00		
38-852-810 BB&T Battle Avenue Sewer Loan - Principal	6,485	0.00	0.00	0.00	6,485.00		
38-852-811 NCDEQ Sewer Rehab Annual Loan- Principal	13,750	0.00	0.00	0.00	13,750.00		
38-852-830 BB&T Battle Ave Sewer Loan - Int	267	0.00	0.00	0.00	267.00		
38-852-831 Town Hall Roof Loan - Interest Sewer	126	21.66	64.98	64.98	61.02	52%	
38-852-833 USDA Town Hall/WS Loan Interest	14,423	0.00	0.00	0.00	14,423.00		
38-852-836 USDA Public Works Trucks - Int Sewer	351	0.00	0.00	0.00	351.00		
38-852-837 NCDEQ Sewer Rehab Annual Loan- Interest	3,300	0.00	0.00	0.00	3,300.00		
38-852-896 WS 25% of GF Expense	43,678	5,722.74	12,636.52	12,636.52	31,041.48	29%	
38-852-998 Contingency	5,807	0.00	0.00	0.00	5,807.00		
Sewer Expenses Totals:	813,518	46,954.02	165,401.45	165,401.45	648,116.55	20%	
38-901-889 Transfer Out to USDA Loan Reserve	8,669	0.00	0.00	0.00	8,669.00		
Transfers Out Totals:	8,669	0.00	0.00	0.00	8,669.00		

Budget vs Actual

Town of Warrenton
10/4/2021 4:00:56 PM

Page 13 Of 15

Period Ending 9/30/2021

Expenses Totals:	1,430,915	77,497.59	311,531.56	311,531.56	1,119,383.44	22%
38 WATER / SEWER Revenues Over/(Under) Expenses:		34,628.21	41,791.48	41,791.48		

Budget vs Actual

Town of Warrenton
10/4/2021 4:00:56 PM

Page 14 Of 15

Period Ending 9/30/2021

39 WWTP							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
Revenues							
39-351-470 Town Sewer Revenues	334,513	0.00	49,180.36	49,180.36	(285,332.64)	15%	
39-351-471 Sewer Revenues - County	190,349	0.00	27,985.21	27,985.21	(162,363.79)	15%	
39-351-472 Sewer Rev Norlina	194,521	0.00	28,598.64	28,598.64	(165,922.36)	15%	
39-365-861 Misc Revenue WWTP	19,828	0.00	244.50	244.50	(19,583.50)	1%	
Revenues Totals:	739,211	0.00	106,008.71	106,008.71	(633,202.29)	14%	
Expenses							
39-861-010 Salary - Full Time	168,825	12,062.59	35,663.60	35,663.60	133,161.40	21%	
39-861-014 Salary - Part Time	13,673	1,339.04	3,987.85	3,987.85	9,685.15	29%	
39-861-019 Over-Time	14,064	1,618.79	3,854.31	3,854.31	10,209.69	27%	
39-861-020 ER-FICA Taxes	15,037	955.18	2,747.87	2,747.87	12,289.13	18%	
39-861-030 ER - Retirement Orbit	33,686	1,963.54	5,834.96	5,834.96	27,851.04	17%	
39-861-040 ER- Health Insurance	27,820	1,994.42	6,642.51	6,642.51	21,177.49	24%	
39-861-050 ER-Life Insurance	625	44.48	150.24	150.24	474.76	24%	
39-861-060 ER-Workman's Comp	2,324	32.98	2,081.21	2,081.21	242.79	90%	
39-861-200 Travel Expense	500	0.00	0.00	0.00	500.00		
39-861-203 Supplies	41,130	8,187.65	26,922.28	26,922.28	14,207.72	65%	
39-861-204 Uniforms	3,120	0.00	244.41	244.41	2,875.59	8%	
39-861-250 Light, Heat & Security	95,000	9,313.25	23,656.62	23,656.62	71,343.38	25%	
39-861-251 Telephone & Postage	7,873	752.31	2,081.35	2,081.35	5,791.65	26%	
39-861-252 Fuel	9,000	1,208.50	1,873.43	1,873.43	7,126.57	21%	
39-861-296 Continuing Education	1,225	0.00	0.00	0.00	1,225.00		
39-861-301 Computer Maint.	4,364	270.81	854.99	854.99	3,509.01	20%	
39-861-302 Software Support	2,672	1,339.19	2,114.18	2,114.18	557.82	79%	
39-861-305 Technology Upgrades	2,000	233.41	233.41	233.41	1,766.59	12%	
39-861-309 Advertising	1,000	164.60	345.55	345.55	654.45	35%	
39-861-318 Freight Charges	1,900	196.34	511.27	511.27	1,388.73	27%	
39-861-342 Maint & Repair Plant	80,000	2,370.30	4,513.30	4,513.30	75,486.70	6%	

Budget vs Actual

Town of Warrenton
10/4/2021 4:00:56 PM

Page 15 Of 15

Period Ending 9/30/2021

39 WWTP						
Description	Budget	MTD	QTD	YTD	Variance	Percent
39-861-344 Sludge Removal	60,000	6,982.50	13,597.50	13,597.50	46,402.50	23%
39-861-345 Beaver Control	750	0.00	0.00	0.00	750.00	
39-861-346 Lab Material & Supplies	9,150	721.44	3,300.32	3,300.32	5,849.68	36%
39-861-347 Lab Analysis	18,466	1,070.00	2,430.50	2,430.50	16,035.50	13%
39-861-348 Tar - Pamlico Dues	3,000	0.00	0.00	0.00	3,000.00	
39-861-349 OSHAComp/Safety M&S	1,000	0.00	0.00	0.00	1,000.00	
39-861-352 Vehicle Maintenance	4,250	534.34	534.34	534.34	3,715.66	13%
39-861-400 Liability Insurance	20,500	5,130.15	5,130.15	5,130.15	15,369.85	25%
39-861-405 Audit Expense	8,694	1,983.33	4,150.00	4,150.00	4,544.00	48%
39-861-441 Certify Lab Services	1,000	0.00	0.00	0.00	1,000.00	
39-861-444 Permits & Fees	6,200	141.66	5,331.66	5,331.66	868.34	86%
39-861-446 Influent Debris removal	3,856	525.11	1,251.64	1,251.64	2,604.36	32%
39-861-810 NCDEQ WWTP Phase 2 Principal	23,607	0.00	0.00	0.00	23,607.00	
39-861-897 WWTP 25% of GF Exp	44,247	3,528.63	10,633.79	10,633.79	33,613.21	24%
39-861-998 Contingency	8,653	0.00	0.00	0.00	8,653.00	
WWTP - Expenses Totals:	739,211	64,664.54	170,673.24	170,673.24	568,537.76	23%
Expenses Totals:	739,211	64,664.54	170,673.24	170,673.24	568,537.76	23%
39 WWTP Revenues Over/(Under) Expenses:		(64,664.54)	(64,664.52)	(64,664.52)		

Check Listing

Date From: 9/1/2021 Date To: 9/30/2021
Vendor Range: 1 800 FLAGPOLE.COM - YVONNE D MATTHEWS

Town of Warrenton
10/04/2021 04:03 PM

Page: 1 of 4

Check Number	Bank	Vendor	Date	Amount
63997	30	APPLIED INDUSTRIAL TECHNOLOGIES - DIXIE, INC.	09/03/2021	<u>\$3,888.18</u>
63998	30	CHADWICK INSTRUMENT SERVICE	09/03/2021	<u>\$2,379.78</u>
63999	30	HACH COMPANY	09/03/2021	<u>\$642.64</u>
64000	30	KPH PAVING & LANDSCAPING, INC.	09/03/2021	<u>\$26,000.00</u>
64001	30	Purchase Power (Pitney Bowes)	09/03/2021	<u>\$150.00</u>
64002	30	ULINE	09/03/2021	<u>\$455.81</u>
64003	30	WRIGHT EXPRESS FSC	09/03/2021	<u>\$1,731.54</u>
64004	30	AMAZON CAPTIAL SERVICES, INC.	09/07/2021	<u>\$408.96</u>
64005	30	CAROLINA DIGITAL PHONE INC	09/07/2021	<u>\$316.00</u>
64006	30	CHERRY BEKAERT LLP	09/07/2021	<u>\$5,950.00</u>
64007	30	Community Eye Care	09/07/2021	<u>\$84.28</u>
64008	30	HARRIS EQUIPMENT COMPANY	09/07/2021	<u>\$5,522.50</u>
64009	30	NC INTERLOCAL RISK MANAGMENT	09/07/2021	<u>\$131.94</u>
64010	30	NC RURAL WATER ASSOCIATION	09/07/2021	<u>\$425.00</u>
64011	30	PETE SMITH TIRE & QUICK LUBE, INC	09/07/2021	<u>\$3,292.10</u>
64012	30	SONITROL INTEGRATED SECURITY	09/07/2021	<u>\$1,302.00</u>
64013	30	Spectrum Business	09/07/2021	<u>\$124.98</u>
64014	30	TRI-COUNTY POWER EQUIPMENT INC	09/07/2021	<u>\$174.22</u>
64015	30	WATER GUARD, INC.	09/07/2021	<u>\$3,000.34</u>
64016	30	WILLIAMS FIRE SPRINKLER	09/07/2021	<u>\$540.00</u>
64017	30	WRIGHT EXPRESS FSC	09/07/2021	<u>\$2,081.25</u>
64018	30	CITIZENS INSURANCE & BONDING,	09/09/2021	<u>\$15,899.00</u>
64019	30	DOCUMENT SYSTEMS, INC	09/09/2021	<u>\$959.68</u>
64020	30	DUKE ENERGY PROGRESS	09/09/2021	<u>\$407.89</u>
64021	30	FOSTER SEPTIC TANK CLEANING	09/09/2021	<u>\$6,812.50</u>
64022	30	SOUTHERN SOFTWARE, INC.	09/09/2021	<u>\$4,637.00</u>
64023	30	DUKE ENERGY PROGRESS	09/13/2021	<u>\$10,801.20</u>
64024	30	GRANVILLE FARMS, INC.	09/13/2021	<u>\$6,982.50</u>
64025	30	NORTH CAROLINA 811, INC	09/13/2021	<u>\$25.00</u>
64026	30	WARREN COUNTY PUBLIC WORKS	09/13/2021	<u>\$2,032.78</u>
64027	30	AHNER SECURITY INC.	09/16/2021	<u>\$150.52</u>

Check Listing

Date From: 9/1/2021 Date To: 9/30/2021

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

Town of Warrenton
10/04/2021 04:03 PM

Page: 2 of 4

Check Number	Bank	Vendor	Date	Amount
64028	30	AMAZON CAPTIAL SERVICES, INC.	09/16/2021	<u>\$240.83</u>
64029	30	CENTURY LINK COMMUNICATIONS	09/16/2021	<u>\$289.72</u>
64030	30	Company Wrench	09/16/2021	<u>\$215.01</u>
64031	30	DOCUMENT SYSTEMS, INC	09/16/2021	<u>\$398.03</u>
64032	30	DUKE ENERGY PROGRESS	09/16/2021	<u>\$71.22</u>
64033	30	GALLS QUARTERMASTER	09/16/2021	<u>\$137.05</u>
64034	30	GARY V. WILLIAMS	09/16/2021	<u>\$280.00</u>
64035	30	GFL ENVIRONMENTAL	09/16/2021	<u>\$525.11</u>
64036	30	Pete Smith Garage, Inc.	09/16/2021	<u>\$1,112.96</u>
64037	30	PETE SMITH TIRE & QUICK LUBE, INC	09/16/2021	<u>\$2,389.24</u>
64038	30	PROFESSIONAL MAIL SERVICES, INC	09/16/2021	<u>\$550.84</u>
64039	30	TIME WARNER CABLE	09/16/2021	<u>\$215.94</u>
64040	30	United Healthcare	09/16/2021	<u>\$13,863.99</u>
64041	30	WARREN AUTO PARTS, INC.	09/16/2021	<u>\$62.48</u>
64042	30	FIRST CITIZENS BANK	09/16/2021	<u>\$3,910.15</u>
64043	30	D. Rix Edwards, PLLC	09/20/2021	<u>\$16,300.00</u>
64044	30	ALWAYS CARE BENEFITS, INC.	09/23/2021	<u>\$470.64</u>
64045	30	AMAZON CAPTIAL SERVICES, INC.	09/23/2021	<u>\$333.31</u>
64046	30	DOCUMENT SYSTEMS, INC	09/23/2021	<u>\$640.29</u>
64047	30	GovDeals	09/23/2021	<u>\$544.50</u>
64048	30	INFORMATION TECHNOLOGY SERVICE	09/23/2021	<u>\$175.38</u>
64049	30	Joe Barr	09/23/2021	<u>\$107.50</u>
64050	30	MERITECH INC	09/23/2021	<u>\$1,140.00</u>
64051	30	SOUTHERN SOFTWARE, INC.	09/23/2021	<u>\$3,690.00</u>
64052	30	UNITED PARCEL SERVICE	09/23/2021	<u>\$196.34</u>
64053	30	AMAZON CAPTIAL SERVICES, INC.	09/24/2021	<u>\$866.06</u>
64054	30	BLUE RIDGE SPRINGS, INC	09/24/2021	<u>\$38.25</u>
64055	30	DOCUMENT SYSTEMS, INC	09/24/2021	<u>\$1,216.54</u>
64056	30	DUKE ENERGY PROGRESS	09/24/2021	<u>\$1,867.26</u>
64057	30	ALANNA FLYNNE MEARES	09/28/2021	<u>\$1,000.00</u>
64058	30	AMAZON CAPTIAL SERVICES, INC.	09/28/2021	<u>\$408.25</u>
64059	30	COLUMBIAN MUTUAL LIFE INS CO	09/28/2021	<u>\$37.88</u>

Check Listing

Date From: 9/1/2021 Date To: 9/30/2021

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

Town of Warrenton
10/04/2021 04:03 PM

Page: 3 of 4

Check Number	Bank	Vendor	Date	Amount
64060	30	DONNIE MATTHEWS	09/28/2021	<u>\$85.00</u>
64061	30	FLEMING INVESTMENT COMPANY	09/28/2021	<u>\$3,000.00</u>
64062	30	FRONTIER NATURAL GAS	09/28/2021	<u>\$24.84</u>
64063	30	HOLLAND INDUSTRIAL	09/28/2021	<u>\$165.28</u>
64064	30	HUMANA SPECIALTY BENEFITS	09/28/2021	<u>\$29.38</u>
64065	30	Lee Roy West Plumbing & Heating	09/28/2021	<u>\$12.81</u>
64066	30	PETE DUTY AND ASSOCIATES, INC	09/28/2021	<u>\$184.14</u>
64067	30	PRUDENTIAL RETIREMENT	09/28/2021	<u>\$1,400.32</u>
64068	30	SHAVON RUSSELL JONES	09/28/2021	<u>\$200.00</u>
64069	30	US CELLULAR	09/28/2021	<u>\$1,472.92</u>
64070	30	USA Bluebook	09/28/2021	<u>\$52.70</u>
64071	30	WALKER AUTO STORES	09/28/2021	<u>\$25.58</u>
64072	30	ARTISTS OF ELEMENTS LLC	09/28/2021	<u>\$40.00</u>
64073	30	AMAZON CAPTIAL SERVICES, INC.	09/30/2021	<u>\$277.32</u>
64074	30	ANTOINETTE L WATSON	09/30/2021	<u>\$123.23</u>
64075	30	ASHLEY C ROSE	09/30/2021	<u>\$68.49</u>
64076	30	BETTY JEAN BROWN	09/30/2021	<u>\$98.49</u>
64077	30	BETTY JO DANIEL	09/30/2021	<u>\$65.20</u>
64078	30	BLUE RIDGE SPRINGS, INC	09/30/2021	<u>\$38.25</u>
64079	30	Core & Main	09/30/2021	<u>\$2,041.55</u>
64080	30	CORNELIUS WILLIAMS	09/30/2021	<u>\$81.54</u>
64081	30	CROSSROADS FORD OF HENDERSON	09/30/2021	<u>\$583.50</u>
64082	30	DUKE ENERGY PROGRESS	09/30/2021	<u>\$107.46</u>
64083	30	FRONTIER NATURAL GAS	09/30/2021	<u>\$8.28</u>
64084	30	HARRIS EQUIPMENT COMPANY	09/30/2021	<u>\$7,981.52</u>
64085	30	MIRANDA MEDLIN	09/30/2021	<u>\$22.67</u>
64086	30	MUNICIPAL INSURANCE TRUST	09/30/2021	<u>\$769.17</u>
64087	30	ROBERTA HUDSON	09/30/2021	<u>\$200.00</u>
64088	30	TAR HEEL TIRE SALES/SERVICE	09/30/2021	<u>\$40.67</u>
64089	30	TERRANCE ALSTON	09/30/2021	<u>\$98.49</u>
64090	30	VERIZON WIRELESS	09/30/2021	<u>\$280.07</u>

Check Listing

Date From: 9/1/2021 Date To: 9/30/2021

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

Town of Warrenton
10/04/2021 04:03 PM

Page: 4 of 4

Check Number	Bank	Vendor	Date	Amount
--------------	------	--------	------	--------

Totals By Fund

	Checks	Voids	Total
34	\$3,961.47		\$3,961.47
36	\$1,773.07		\$1,773.07
37	\$41,491.57		\$41,491.57
38	\$44,757.44		\$44,757.44
39	\$45,899.68		\$45,899.68
51	\$26,000.00		\$26,000.00
53	\$16,300.00		\$16,300.00
Totals:		\$180,183.23	\$180,183.23

Memo

To: Town Commissioners
From: Bill Perkinson
CC: Mayor, Town Administrator
Date: October 6, 2021
Re: September 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 camera/locating equipment. (4) Purchase water main valve exercising equipment.
- **Completed Water and Sewer System Maintenance/Repair Related Information:** (1) Repair – JCB Backhoe – Repaired seal in left tilt cylinder. – Contractor: Gary Williams (Labor - \$280.00, Parts – Provided by Town) (2) Water and Sewer Tap Installation – Cottage located behind 236 N. Bragg Street. Customer paid tap fees that covered all expenses. Contractor: Harris Equipment Company (Labor and Materials - \$3,015.00) (3) Emergency Repair – Repaired water main leak located at 133 NC Hwy. 58. Repair was in an area that required use of excavator. Contractor: Harris Equipment Company (Labor and Materials - \$2,507.50). (4) Emergency Service – F & M Sewer Lift Station. Provided pump and haul service while station was not discharging. Also cleaned debris from wet well located at Ridgeway-Warrenton Sewer Lift Station. Contractor: Foster Septic Tank Service (Labor - \$6,812.50). (5) Emergency Repair – Replaced Sewer Main. Replaced 400 feet of 4-inch sewer main and clean-outs that serves 3 houses located in the vicinity of 539 Hwy 158 E. Business. Old line had aged out and completely failed. Contractor: Harris Equipment Company (Labor and Materials - \$7,981.52).

Total cost for Maintenance and Repair Equipment (Account No. 38-851-351 & 38-852-351) - \$280.00

Total cost for External Contract Maintenance and Repair (Account No. 38-851-448 & 38-852-448) - \$20,316.52

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: October 6, 2021
Re: September 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 – WWTP Main Gate – Repaired alarm system electronic tether junction box for gate. Contractor: Ahner Security (Labor and Parts - \$141.00). **(2)** Preventative Maintenance – Plant Effluent Meter and Chlorination/De-chlorination System. Calibrated meter and performed annual maintenance on CL2 and SO2 gas dispensing systems. Contractor: Chadwick Instrumentation Service (Labor and Materials – \$2,229.30).

Total cost for Repairs (Account No. 39-861-342) - \$2,370.30

- **Plant Discharge Quality:** Our discharge quality remained good throughout the entire month; 15.30 million gallons were treated.

Activity Detail Summary (by Category)

Warrenton Police Department

(09/01/2021 - 09/30/2021)

Incident Investigations

13A - Aggravated Assault	4
13B - Simple Assault	3
13C - Intimidation	1
26A - False Pretenses/Swindle/Confidence Game	1
280 - Stolen Property Offenses	1
290 - Destruction/Damage/Vandalism of Property	5
520 - Weapon Law Violations	1
90C - Disorderly Conduct	3
90E - Drunkenness	1
90J - Trespass of Real Property	1
90Z - All Other Offenses	20

Total Offenses 41

Total Incidents 18

Arrests

13A - Aggravated Assault	1
13B - Simple Assault	2
240 - Motor Vehicle Theft	1
280 - Stolen Property Offenses	1
290 - Destruction/Damage/Vandalism of Property	1
90E - Drunkenness	2
90Z - All Other Offenses	3

Total Charges 11

Total Arrests 5

Accidents

Total Accidents 0

Citations

Other (Infraction)	2
--------------------	---

Activity Detail Summary (by Category)

Warrenton Police Department

(09/01/2021 - 09/30/2021)

Citations

Speeding (Infraction)	5
Secondary Charge	5
Total Charges	12
Total Citations	7

Warning Tickets

Other Non-Hazardous Violation	1
Total Charges	1
Total Warning Tickets	1

Ordinance Tickets

Total Ordinance Tickets	0
--------------------------------	----------

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

(09/01/2021 - 09/30/2021)

911 Hang-up	4	Abandoned Vehicle	3
Accident	6	Alarm Activation	6
Assault-Physical	1	Assist Business Owner/Escort	1
Assist Motorist	2	Assist NPD	2
Assist Other Department	2	Assist WC EMS	5
Assist WCSO	7	C.O.P.S	4
Careless and Reckless Driving	1	Civil Dispute	1
Complaint	3	Disabled Vehicle	2
Dispute	3	Disturbance	2
Domestic	1	Fight	3
Follow up Investigation	1	Foot Patrol	2
Found Property/Item	1	Information by Phone	2
Injury to Personal Property	2	Injury to Real Property	2
Investigation and/or Interview	2	Larceny	2
Loitering	4	Lost property	1
Medical / Person Hurt or Sick	1	Mental Patient	2
Missing Person – Attempt to Locate	1	Non Law Enforcement Issue	2
Non-Law Enforcement Issue	3	Ordinance Violation	2
Parking Violation	4	Patrol	1
Property Check – Business	11	Property Check – Residential	2
Shots fired	1	Stolen Vehicle	1
Suspicious Person / Vehicle	9	Talk with Officer	3
Traffic Control	6	Traffic Light / Street Safety Issue	1
Traffic Stop	18	Trespassing	2
Vehicle Lockout	1	Vehicle Pursuit	1

Total Number Of Events: 150



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 September 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.).
 - ✓ Done
3. Update August minutes with questions from Commissioner Scott
 - ✓ Done
4. Update HDC guidelines.
 - ✓ Done
5. Transfer deed on Hazelwood property.
 - ✓ Done
6. Send thank you to Jane Wilson.
 - ✓ Done
7. Update COVID policy and signage.
 - ✓ Signage updated
8. Create grant fund ordinance for \$25,000 appropriated from fund balance for parking lot.
 - ✓ Done
9. Transfer designated funds from Town bank account to Plummer Hook & Ladder account.
 - ✓ Meredith working with Anne Harris to complete
10. Execute Lime Energy agreements for replacement of lighting.
 - ✓ Done
11. Execute Tar River Basin Resolution.
 - ✓ Done
12. Execute Resolution for Global Entrepreneurship Week.
 - ✓ Done
13. Work on loan agreements with WC School System for loan of paintings.
 - ✓ Victoria Lehman bringing by WCBOE signed copy for Mayor's signature
14. Create NC IDEA grant project ordinance for \$5000 grant received.
 - ✓ Done



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

STATUS OF GRANTS

(Fund 51 & 61) USDA Rural Development --

- Marshall Street has been paved. Project being completely 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.
- Project received extension to June 30, 2021. Costs to complete are being gathered by property owner for early October meeting.

(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 work complete by November 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

- Projects are 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.

- NC Commerce and Main Street extended the grant deadline to December 31, 2021. New owners have applied for transfer of grant funding from Commerce. Commerce has informally approved transfer of grant.

(Fund 67) 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.
- Preliminary title work completed (legal).
- Continuing to check pricing on modular homes and building materials.
- Awaiting responses to RFP on lead based paint analysis of properties.

(Fund 69) Volkswagen Settlement Grant

- Town awarded \$218,000 for new garbage and dump trucks.
- Waiting on delivery of dump truck.

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.
- The Town has been officially been awarded a grant of \$300,000.
- Kickoff meeting held with Cardno (engineer) and EPA and NC DEQ

NC IDEA – Ice House Grant

- Town awarded \$5,000 from NC IDEA to pay for teachers for two more Ice House classes. The first cohort will begin in October 2021.



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

Norlina Balance Due to Town of Warrenton for WWTP Services:

Past Due:

August: \$13,953.17

Current:

September \$17,485.29

Total: \$31,438.46



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

Opportunities to Focus on Diversity, Equity and Inclusion

Hillsborough, NC Example:

At their June 2021 meeting, the Hillsborough Board received an update and a first draft of a countywide racial equity plan. Additional community engagement will be conducted over the summer for feedback on the plan. A public hearing on the final draft plan is expected in the fall. The plan is intended to serve as a framework for racial equity plans specific to each jurisdiction and is based on methodology from the Government Alliance on Race and Equity. Once a framework has been approved, staff from the county and municipalities will develop a training strategy. The town will increase its project team to include employees from each division and more diversity, and the team will attend GARE training later this year to prepare for work on developing a plan for Hillsborough.

Kerr Tar COG Offering:

In 2020, the Region K Community Assistance Corporation, the non-profit entity of the Council of Governments was awarded a Social Justice and Racial Equity grant through the Duke Energy Foundation. They have selected a DEI firm to assist in the facilitation of regional trainings at select venues.

The DEI Training in Warren County will be from 10-2 on either Dec. 7 or 8 at the BOC Room in the Armory. The facilitator will be Dr. Linda Jordan, CEO of LRJ Consulting.

Attendees will take part in the following modules:

- I. Diversity and Inclusion Awareness
- II. Diversity and Inclusion Laws
- III. Diversity and Inclusion Research
- IV. Unpacking Stereotypes, Implicit Bias
- V. The Art of Communication
- VI. It Takes a Team

Attendees will also receive the following resources:

- Books

- Binders with handouts and notes
- Handouts on research
- Guides
- Lunch and Learn Scripts
- Diversity and Inclusion Pre-Test

The Council of Governments will be holding these trainings throughout the region at various location during the months of October – December. Trainings are open to local government staff, dept. heads, members of advisory boards, etc.

North Carolina League of Municipalities (NCLM)

The NCLM DIRECT program helps North Carolina cities and towns, as well as their elected and appointed officials, strengthen their communities by identifying and addressing racial disparities at the local level.

There are two DIRECT Program opportunities available to NCLM members:

1. DIRECT Consulting | DIRECT Consultants will work one-on-one with your municipal leadership in a retreat-style setting based on your city or town's timeline, goals and objectives, and other parameters. DIRECT Consulting is highly customizable and scalable to meet your city or town's needs.
2. DIRECT Conversations | DIRECT Conversations is a six-month training program that brings together up to 10 municipalities for interactive and engaging racial equity training. Participating cities and towns can identify up to five representatives to attend monthly deep-dive trainings where they will work through the DIRECT Four-Step Approach. (Cost is \$5000 for five individuals. April 2022 is next scheduled program.)



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

GRANT PROJECT ORDINANCE
NC IDEA
(Ice House Classes)

BE IT ORDAINED by the Board of Commissioners of the Town of Warrenton, North Carolina that, pursuant to Section 13.1 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project Ordinance is hereby adopted:

Section 1: The Grant Project authorized by the Board of Commissioners of the Town of Warrenton is for the purpose of receiving and distributing funds from the NC IDEA Grant for the purpose of procuring teaching services for two Ice House (entrepreneurial mindset) classes, each of eight weeks in length.

Section 2: The Board of Commissioners of the Town of Warrenton directs the Town Administrator to proceed with the Grant Project within the terms of the grant documents, the rules and regulations of NC IDEA and the budget contained herein.

Section 3: The following revenues are anticipated to be available to complete the design portion of the project:

NC IDEA Grant 34-335-341	\$5,000
Total	\$5,000

Section 4: The following amounts are appropriated for the project activities: Professional Services 34-431-700

	\$5,000
Total	\$5,000

Section 5: The Town Administrator is hereby directed to maintain within the Grant Project fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the grant agreement and Federal and State regulations.

Section 6: The Town Administrator is directed to include a detailed analysis of past and future costs and revenues of this Grant Project in every budget submission made to this Board of Commissioners.

Section 7: The Town Administrator shall be authorized to transfer appropriations within the various line items of this Grant Project ordinance, as he deems necessary, subject to the approval of the Local Government Commission. All such transfers shall be reported to the Board of Commissioners.

Walter M. Gardner, Jr. - Mayor

Date

Meredith Valentine -Interim Town Administrator

Date



Grant Agreement

Recipient Name: Town of Warrenton

Event or Program Date: 10/01/21 - 06/30/22

Total Award Amount: \$5,000.00

In accepting the **NC IDEA** grant, Town of Warrenton (grantee) agrees to the following requirements and conditions:

Grant Requirements:

A. Expenditure of Funds*

This **NC IDEA** grant must be expended for the agreed purposes and terms of this grant as defined below, and in furtherance of the purpose of **NC IDEA**. Grant funds may not be used to influence legislation or the outcome of an election, to carry on a voter registration drive, to make grants to individuals for travel or study, or to make subgrants using the grant funds, and Grantee agrees not to expend any grant funds in a way that would constitute or give rise to a taxable expenditure as described in Section 4945 of the Internal Revenue Code. Modification of the Grantee's expenditure of funds must have **NC IDEA**'s written approval, prior to expenditure of funds.

1. Grant funds will be spent in accordance with the enclosed Grant Budget.
2. Any funds not expended in accordance with the terms of this grant must be returned to **NC IDEA**.

B. Reports to NC IDEA

1. Grantee agrees to submit to **NC IDEA** a final report upon completion of the event or program, as indicated in this Award Agreement. The report must provide information on the achievement of milestones, use of funds, as well as future plans or similar events/programs.
2. Grantee agrees to maintain full, accurate and verifiable financial records, supporting documents, and all other pertinent data for the project funded in such a manner so as to identify and document clearly the activities and outcomes of the project funded and the expenditure of grant funds. Grantee shall make available to **NC IDEA** all of Grantee's records that relate to the project funded. Access to these records shall be allowed upon request at any time during normal business hours.

* Please initial here:

^{DS}
WMA



C. Conditions of Award*

1. If Grantee breaches any of the covenants or agreements contained in this Agreement, if Grantee uses grant funds for purposes other than those set out above, or if any of the representations and warranties made by Grantee are untrue as to a material fact, Grantee agrees to repay **NC IDEA** the full amount of this grant.
2. All publicity and materials produced or released by Grantee regarding projects or activities supported in whole or in part by this grant should contain the following language: "This project received support from **NC IDEA**." The NC IDEA logo is to be displayed in all of Grantee's publicity and printed materials relating to this grant. Please contact Sarah Mixer (smixer@ncidea.org) for digital versions of the logo.

D. Governing Law*

This Grant Agreement shall be governed by and construed in accordance with the laws of the State of North Carolina.

E. Indemnification*

The Grantee shall indemnify and hold harmless **NC IDEA**, and its directors, trustees, officers, employees, agents and representatives, from and against any claim, loss, liability or damage, including the expenses of investigation and defense of such claim, loss, liability or damage, arising out of or in any way connected with this grant or the expenditure of grant funds.

All correspondence with NC IDEA in relation to this grant should be sent to:

Sarah Mixer, Program Manager
smixer@ncidea.org
(919) 346-7335

DS
WMB

* Please initial here: _____



NC IDEA ENGAGE Grant Agreement

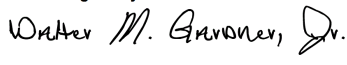
Award Term: 9/14/21 - 06/30/22

Total Award Amount: \$5,000.00

Recipient Name: Town of Warrenton

Recipient EIN: 56-6001362

Company CEO/Primary Contact: Walter M. Gardner, Jr., Mayor of Warrenton

DocuSigned by:

F8322A0A500F407...

 Walter M. Gardner, Jr. Signature 9/15/2021

 Date

DocuSigned by:

6039C1E3E9544D2...

 Thom Ruhe 9/15/2021

 Date
NC IDEA CEO & President Signature

Bank Funds Transfer Information:

Please enter your bank account information below.

Bank Name: First Citizens Bank

Bank Address: 205 N Main St, Warrenton, NC 27589

Name on Account: Town of warrenton

Wire Routing Number: 053100300

Account Number: 004255000114

Company Address: 113 S Bragg St, PO Box 281, Warrenton, NC 27589



NC IDEA ENGAGE Grant Agreement

NC IDEA ENGAGE Application

Organization Name: Town of Warrenton

Program Name: Icehouse Cohorts 3 and 4 - Frontier Warren

Program Date: 10/01/21 - 06/30/21

Description: Frontier Warren is a joint effort of Warren County and the Town of Warrenton, with support from Research Triangle Foundation, whose mission is to build a vibrant entrepreneurial ecosystem in the rural, predominantly minority and low income area of Warren County. Frontier Warren consists of two buildings in downtown Warrenton, North Carolina, which are funded by Warrenton and Warren County, one of which is dedicated office space for small and startup businesses and one which is dedicated co-working space. The co-working space also serves as event space in the evenings and weekends for entrepreneurial training and networking gatherings. Frontier Warren has been open for eighteen months and hosted two Ice House cohorts, launched two minority-owned startups and launched an area business association.

Amount Requested: \$5,000.00

Total Budget: \$41,000

Program Description: Frontier Warren would like to continue the success of its first two Ice House cohorts by hosting two additional cohorts and utilize grant funding to pay for Ice House teachers. The first cohort was a class of twenty-three students was made up of all African Americans. The second cohort of fourteen students was mostly African American. Both cohorts have formed an active alumni group which meets frequently around entrepreneurial events in Frontier Warren's co-working space. Two proposed additional Ice House classes, utilizing grant funding, will add to the alumni groups vitality as well as further the education of aspiring entrepreneurs in Warren County. Made up of 46% low or moderate income residents, Warren County is one of the poorest counties in North Carolina (<https://www.huduser.gov/portal/icdbg2019/home.html>). The two cohorts are expected to impact between thirty and fifty individuals. Graduates of the Ice House classes will be folded into the active alumni group, into additional educational classes and networking events. A post graduation celebration and networking event at Frontier RTP (Research Triangle Park) will be coordinated. Additional events hosted at Frontier Warren are noted on a web-based calendar at www.frontierwarren.com.

Use of Funds: Funds will be used to obtain and pay for experienced Ice House teachers who typically receive \$2500 per class (source: Vance Granville Community College). A grant from

320 Blackwell Street, Suite 400, Durham, NC 27701 • P: 919-941-5600
www.ncidea.org



NC IDEA ENGAGE Grant Agreement

Duke Energy of \$2000 was utilized for a previous cohort. These two classes are a small part of an ongoing effort at building an entrepreneurial ecosystem for minorities in Warren County.

Impact: This grant will be the funding source for two experienced, African American leaders of the two cohorts of Ice House classes. Frontier Warren facilities, operations and events are fully funded by the Town of Warrenton and Warren County and part of an ongoing annual budget in both governments.

Milestones: Success will be defined by the number of registrants for each Ice House cohort and number of graduates for each cohort. Based on the previous cohorts a class size of fourteen or greater and a graduation rate of 50% or better would be classified as highly successful.

Mission Alignment: Two Ice House cohorts at Frontier Warren address NC IDEA's general mission of empowering entrepreneurial thinking ambition and deploying Ice House to 100,000 North Carolinians by 2025. Frontier Warren's Ice House classes support NC IDEA's general mission bringing like-minded individuals together to celebrate and promote entrepreneurship. Frontier Warren's Ice House cohorts address the more specific mission of NC IDEA for elevating black entrepreneurship.

CHAPTER 111: AMUSEMENTS

Section

Game Rooms

111.01 Definitions

111.02 Licenses required

111.03 Restrictions on licenses

111.04 Prohibited conduct

111.05 Rules for operation of game rooms; persons under age

111.06 Revocation of license

Public Dances

111.20 Restrictions during certain hours

GAME ROOMS

§111.01 DEFINITIONS

For the purposes of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

GAME ROOM. Any place of business that principally operates mechanical games or pay devices or tables for which charge is made either directly or indirectly. Examples of game rooms, by way of illustration and not limitation are poolrooms, bowling alleys, billiard halls, amusement centers, and the like.

(Ord. passed 10-11-82)

§111.02 LICENSES REQUIRED

(A) Every operator of a game room shall be required to pay a privilege license tax in accordance with the privilege license ordinance of the town.

(B) In addition, every operator of a game room shall apply for and obtain a license from the Town Board to operate a game room. Application for such a license shall be made upon forms provided by division (B).

(Ord. passed 10-11-82) Penalty, see §10.99

§111.03 RESTRICTIONS ON LICENSES

The Town Board shall not issue a license to any applicant who:

(A) Has been convicted of unlawfully selling intoxicating liquors or narcotic drugs; or

(B) Is not a resident of North Carolina; or

(C) Is of immoral character; or

(D) Is a habitual user of intoxicating liquor or narcotic drugs.

(Ord. passed 10-11-82)

§111.04 PROHIBITED CONDUCT

Licensees under this subchapter shall not, and neither shall their employees:

(A) Suffer or permit any gambling on the licensed premises at any time; nor the sale or use of any racing, football, or other parlay cards or gambling boards or devices;

(B) Suffer or permit the licensed premises to become disorderly; or permit any profane, obscene, or indecent language thereon;

(C) Suffer or permit any intoxicating liquors or narcotic drugs to be sold or kept or consumed on the licensed premises;

(D) Employ in carrying on the business any person who has been convicted of unlawfully selling intoxicating liquors or narcotic drugs.

(Ord. passed 10-11-82) Penalty, see §10.99

§111.05 RULES FOR OPERATION OF GAME ROOMS; PERSONS UNDER AGE

(A) The following rules shall be observed by all operators of game rooms within this town:

- (1) All game rooms may operate between the hours of 7:00 a.m. until 11:00 p.m. Monday through Thursday; on Fridays between 7:00 a.m. until the following Saturday 2:00 a.m.; on Saturdays between 7:00 a.m. until the following Sunday 2:00 a.m.; on Sundays between 1:00 p.m. and 11:00 p.m.
- (2) No play or game shall be allowed during the times when game rooms are required by this subchapter to remain closed.
- (3) Game rooms shall be operated only on the ground floor of a building, and windows and doors facing the street shall not be covered in any manner, so that a clear view inside may be had from the street.
- (4) No screens, curtains, blinds, partitions, or other obstructions shall be placed between the entrance to the room where games are played and the rear wall of such rooms so that a clear view of the interior may be had from the street.
- (5) No loud noises shall be allowed to emanate beyond the licenses premises.
- (6) There must be an adult (18 years of age or older) managing the business on the premises during hours of operations at all times.

(Ord. passed 10-11-82) (Revised 7/14/2014)

(B) It is hereby declared the duty of the Police Department to notify the owner of any pool room that no minor under 16 years of age shall be allowed in pool rooms.

('63 Code, Ch. F, §14) (Ord. passed 3-1-76) Penalty, see §10.99

§111.06 REVOCATION OF LICENSE

After giving the operator of a game room adequate notice and an opportunity to be heard, the Town Board may revoke the license of any game room operator who:

- (A) Violates the provisions of §111.04 or §111.05; or
- (B) Is convicted of unlawfully selling intoxicating liquor or narcotic drugs.

(Ord. passed 10-11-82) Penalty, see §10.99

Play'd Out, LLC

PlayD Out, LLC was founded by Daymond M. Milam, a warren county native that now resides in Winston-Salem, NC. Milam, currently operates a multi-office accounting firm, logistics firm, real estate development and other successful ventures throughout the state. The concept comes after the realization that children of Warren County have nothing to do. The project was completely funded by Solutions Accounting, Tax, & Consulting, LLC and Solutions Foundations. The arcade will serve as a waiting area for children while their parents get handle business matters. Additionally, the arcade will operate on a pay by hour basis, however the primary source of funding for the project is the accounting firm.

Play'D Out, LLC operates as a 80's style arcade with pinball machines, 80's classics such as packman and Donkey Kong, in addition to new games such as PlayStation 5, Xbox X, Nintendo Switch, Oculus Virtual Reality games and more. Screen sizes range from the 12 inch of the 80's to 100-inch projection style monitors.

Only drinks and chips are sold but outside food is allowed as we encourage people to utilize area vendors for Pizzas, burgers, subs and more. We also have invited several of the area food trucks to participate in the fun.

The target market for Play'D Out, LLC is children however adults can also join in the fun as there will be "madden" (football) , Pinball, and Call of Duty (Military themed -FPS) tournaments. This facility WILL NOT PARTICIPATE IN "GAMES OF CHANCE", Fish Tables, Etc. We are the exact opposite.

Play'D Out will employ local high school and college students and pay rates more than industry standards in effort to attract and retain stellar employees.

Play'D Out is a play on words representing the 80's gaming for adults and children playing until they're tired. Play'D Out is also being built in Greensboro North Carolina and opens Spring 2022 but we are very excited to get started in Warrenton, NC.

Churches, Nonprofits, and Schools are encouraged to participate. Additionally, Play'D Out will sponsor summer camps and a scholarship the first being the rebirth of the "Scotty Wayne Memorial", scholarship started many years ago.



Business Information

Date 9/6/201

Corporate Name: Play D' Out, LLC

Business Name: "

Business Owner Name: Deymond M. Milam

Contact Number: (336) 327-7412 Business Number: ~~3~~ 252-257-3355

Emergency Contact Name and Number: Deymond M. Milam (336) 327-7412

Describe your business, including all activities involved:

Children's Arcade, 80's Games Pinball, PS 5, Nintendo Switch, XBox. Play by hour, Donations, Churches, Drinks & chips, No Alcohol, Free Play with good report card,

Hours of operation: See Below

Own: Lease: Name of Building Owner: MMG

Phone Number of Building Owner: (336) 327-7412

Is the business in the Historic District? yes

- M-Tues - Closed - Reserved For Schools
- W-Thurs 4-8
- Friday 4-12
- Saturday 4-12
- Sunday 1-6 (Reserved For Churches/Schools)



PlaydOut!

Tel: 252-257-3355

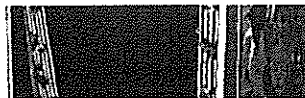
Play'd Out 80's Video Arcade

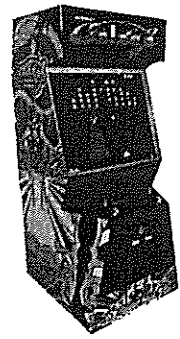
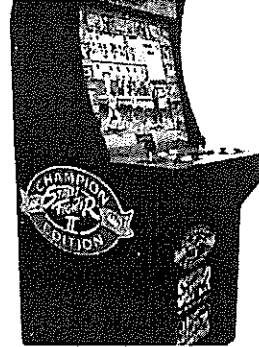
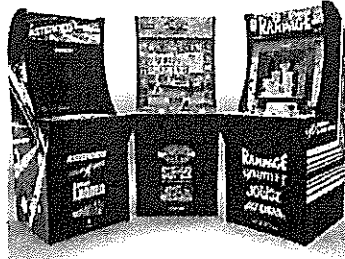
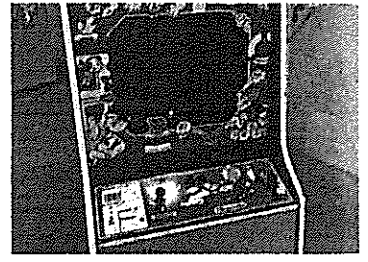
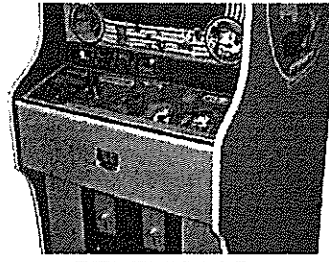
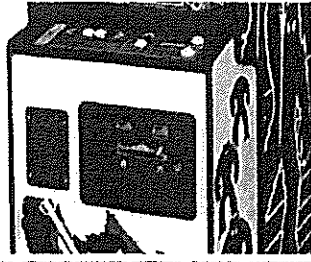
Come enjoy those favorite 80's arcade games in a safe, fun environment.

Bring a friend and challenge them to Galaga or Ms. Pacman. Try to get the High Score for bragging rights.

School the youngsters on a Friday night and show off those dusty skills.

Play it Again @Play'd Out!





Good Games

Bringing back those great arcade games from the 80's!

\$5/ HOUR



Good Friends

Bring your own or meet some here!



Good Times

Always a good time to be had here with good, clean fun for all!

\$Priceless/ HOUR

Hours & Pricing

| Prices

| Wednesday, Thursday & Friday

4:00pm - 10:00pm

| Saturday

Just \$5.00 per hour - unlimited play!

10:00am - 10:00pm

| ***Specials***

Church groups get 1 hour free

| **Sunday**

1:00pm - 7:00pm

Food / order it there and eat it here!

We support our local restaurants so feel free to order off any menu around town and have it delivered to our door.

CONTACT US

No appointments necessary!

Address



109 S. Hall Street

Suite B
Warrenton, NC 27589

Contact Info



252-257-3355
info@playdout.com

Hours



Wed-Friday: 4:00PM-10:00PM
Saturday: 10:00AM-10:00PM
Sunday: 1:00PM-7:00PM

Play'd Out!

This is a paragraph. You can write your own content here, and fill in the blanks. What's your story and where do you go from here? Tell the world about your business, and make this text yours.

Contact Us



109 S. Hall Street Suite B Warrenton, NC 27589



252-257-3355



info@playdout.com



Wed-Friday: 4:00PM-10:00PM
Sat: 10:00AM-10:00PM
Sunday: 1:00PM-7:00PM

Copyright 2019 Website.com. All Rights Reserved.



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

Service Agreement for WWTP SCADA Systems

SCADA Definition:

Supervisory control and data acquisition (SCADA) is a control system architecture comprising computers, networked data communications and graphical user interfaces for high-level supervision of machines and processes.

Justification:

Warrenton has been working with Lord and Company for the last 10 years, which installed the current SCADA system in 2011 for the WWTP. They have provided excellent service when equipment malfunctions or when technical assistance is needed. The WWTP recently experienced a component failure that temporarily shut down the whole SCADA system. Lord and Company made an emergency repair and which fixed the failure, bringing the SCADA system back online.

Given the age of the WWTP's SCADA equipment and the complexity of it, it is recommended to purchase an annual service agreement with Lord and Company, which pro-rated will be \$9000 in the current FY budget. Maintenance and Repair and Contingency will be line numbers used in the current FY budget and cost shared among the WWTP partners.

QUOTATION

Date: Wednesday, October 6, 2021

Town of Warrenton Public Works
SCADA & IC System
Service and technical Assistance Proposal
Quotation No. LCQQ9025-1

Lord & Company, Inc. is pleased to present the following Service and Technical Assistance Proposal for the Town of Warrenton, NC Public Works. The proposed agreement is for the time period October 18, 2021 through June 30 2022.

It is our desire to continue the relationship we have developed with you. We feel that with our knowledge and experience, we will be able to give you service, maintenance, and training that no other company can. We have qualified technical assistance personnel who can assist your operations and maintenance personnel as needed. We have over 100 years of combined experience in the water wastewater market in our Southeast Division alone. Our yearly service agreement provides our services at a discounted rate with priority response to continue to add value and keep your system operating properly.

Description of Work to be Provided

General

We will provide full software support for operating the SCADA software, diagnosing computer problems, cleaning up files and archiving your computer files. We will keep your shop drawings, software, backups and spare parts organized. We will determine solutions for future additions and desired modifications to your system. Lord & Company, Inc. will perform instrument calibrations and control loop tuning as needed and will can assist your maintenance personnel as needed. All information, documentation, hardware and software current or future with additions or changes are the property of the Town of Warrenton. We will always provide current backups of all HMI applications and PLC programs, etc.

Scheduled Preventive Maintenance

We have included (2) days for scheduled preventive maintenance during normal working hours that will be scheduled throughout the period of the agreement. We will use this time to perform instruments calibration, update your software backups, cleanup hard drives, archive files, update record drawings, troubleshooting, system modifications, software documentation and other tasks as directed. We will assist as needed in keeping your spare parts organized. All work will be prior scheduled and coordinated with the designated personnel. Deviations to the schedule will be only after consensual prior approval.

On-Site Service

We have included (24) hours for on-site service support during normal working hours. We will use this time to assist you with installation of new controls hardware and software, on-site programming, troubleshoot of controls operation and miscellaneous support, upgrading existing controls functionality and hardware, and related services. Travel time to and from the site is charged as time used.

Remote Service and Technical Support

We have included (25) hours for remote service and technical support during normal working hours. Our qualified engineers can assist your maintenance personnel troubleshoot and answer questions related to your SCADA and Control system via telephone. We will use a secure remote connection software to access your SCADA computer remotely for diagnostics, needed programming and configuration, and general computer and server maintenance. We will inform City personnel prior to access your SCADA computer and access logs will be kept.

Additional Services

Additional services may be purchased at a discounted rate of \$150,00/hour for On-Site Service and \$120,00/hour for Remote Service and Technical Support with a preferred customer quick response time.

Detailed Professional Documentation and Reports

We will inform City personnel of all changes and activity with detailed reports. Program changes, wiring changes or additions will be recorded, and program backups and drawings will be updated in all available copies.

Small Part Allowance

Not to exceed \$200.00 per year. This is to preplace small miscellaneous items such as fuses, circuit breakers, etc.

Total Cost

Comprehensive Services as Detailed: \$9,000.00

These prices remain in effect until 10/18/2021. This service agreement date will start upon receiving a purchase order for this proposal.

Once again, thank you for giving Lord & Company the opportunity to provide this Service & Technical Support Agreement proposal. Please feel free to call me at (803) 802-0060, Ext. 132 with any questions or comments.

Sincerely,

Diego Machuca

Engineering Services Development Manager

Mobile: 601-874-1216

Office: 803-802-0060 x132

Email: dmachuca@lordandcompany.com



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

Request for Memorial at Hayley-Haywood Park

Mr. Sam Fletcher, husband of Sylvia Fletcher, is requesting permission to plant a Star Magnolia and place a small stone marker along the walking path at Hayley-Haywood Park.

- Flowering Star Magnolia which only reaches 16 feet in height and 12 feet in width
- No larger than 1 x 2 foot marker with the name of his wife and “in memory of” engraved

Mr. Fletcher does not want to interfere with any other acknowledgements of Dr. Haywood. And keeping that in mind, an ideal location would be at the top of the park between the walking path and edge of the woods, which could be easily seen and read by walkers. There would be no interference with any of the other activities in the park.