

Walter M. Gardner, Jr.  
Mayor

Robert F. Davie  
Town Administrator

## Town of Warrenton

*"Historically Great - Progressively Strong"*

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REGULAR MONTHLY MEETING OF  
TOWN OF WARRENTON  
JULY 12, 2021

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

There were 5 citizens in attendance plus Zoom viewers.

### **Call to Order – Pledge of Allegiance -Moment of Silence**

Mayor Gardner called the regular monthly meeting of the Town of Warrenton to order at 7:00pm Monday, July 12, 2021. Commissioner Scott led the Pledge of Allegiance. A Moment of Silence was held for the community and the Town of Littleton, at the loss of their volunteer fire chief.

### **Conflict of Interest Statement and Proposed Agenda**

The Conflict of Interest Statement was reviewed. The Proposed Agenda was presented. Mayor added to Old Business the following items (d) Parking Lot on South Main (e) Brownfield Contract (f) Old Jail (g) Hazelwood Road property. To New Business the following was added (b) ARP Funding (c) Spring Street and Crockett Street Repair. A motion was made by Commissioner Coffman with second by Commissioner Blalock to approve the Proposed Agenda with additions. The motion was approved by unanimous vote.

### **Public Comments**

Public Comments were voiced by Antony Hinton, Yvette Roberts and Jereann King Johnson. Antony Hinton of 234 Hayley Street was before Board to address his water bills and the Town's meter reading practices. He does not believe that his meter is being properly assessed because the meter top is never removed. He states he has complained before and nothing has been done to address his concern that water was being used while he was not at home. Mayor explained the readings are now done electronically and the process does not call for a technician to go to each meter anymore. Mayor and Board agreed to have the Public Works

Department review the concerns and contact customer. Yvette Roberts was before Board at June meeting to express concerns presented at June meeting, the Hayley-Haywood Park walkway condition, grass cutting schedule at the park, glass in the wooded area around the park, furniture left at Haley Street curb where a tenant moved out and the condition of a residential structure at 208 Hayley Street. She also requested consideration for the resurfacing or paving of Hayley Street. Mayor stated all concerns would be investigated. Jereann King Johnson was before Board asking for expansion of two additional members to the Revitalization Committee in order to increase diverse representation on the committee. Mayor advised that a Statement of Interest form is available on the Town's website for all interested parties to fill out and to be kept on file until needed.

### **Minutes of Board Meeting and Public Hearing of June 14, 2021**

The Minutes of the June 14, 2021 Board Meeting and Public Hearing were presented. A motion was made by Commissioner Coffman with second by Commissioner Scott to approve both sets of Minutes. The motion was approved by unanimous vote.

### **Consent Agenda**

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

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

### **COMMITTEE REPORTS**

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

**Public Works** Commissioner Harding and Public Works Director reported that a repair to the water main at E. Macon and Hwy 58 was completed this afternoon. KPH will be contacted to proceed with the paving Marshall Street.

**Public Safety** Commissioner Scott had nothing in addition to written report. Mayor informed Board that fire wagon and equipment have been returned to the Plummer Hook and Ladder Museum from Spencer, NC and from the NC Museum of History in Raleigh.

**Human Resources/Information Technology** Commissioner Blaylock had no report.

**Revitalization/Historic District Commission** Commissioner Coffman reported that four Certificates of Appropriateness (COAs) were approved by the Historic District Commission. Additionally, one COA applicant was given a 90 day period to come back to the Board with alternatives. The Christmas Parade is scheduled for December 11<sup>th</sup>. Commissioner Coffman stated he does not believe that the Revitalization Committee needs additional members as they have a hard time achieving a quorum for meetings as it stands. Commissioner Wethington asked if the committee was diverse. Commissioner Coffman stated it was not diverse in his opinion. Revitalization will accept Statement of Interest forms.

**Beautification/Facilities** Commissioner Britt and Public Works Director informed the Board that historic sign toppers had been reviewed, corrected and ordered as necessary, along with

banners. Commissioner Britt requested checking a tree behind Post Office as it appears to be leaning dangerously. She wanted a special thanks given to Puncho and Wil for excellent work done in getting fire equipment back from Spencer and Raleigh.

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

## **OLD BUSINESS**

Status of Grants report was provided by the Town Administrator. For the NC DEQ Water Infrastructure WWTP grant, the Town anticipates most of the major work to be complete by August 2021. For the NC Main Street Solutions Warrenton Brewery Grant-Renovation work is still going on; grant deadline is September 2021 and will not be extended. For the NC Neighborhood Revitalization Program, the consultant is conducting pre-construction analysis, determining scopes of work for bid process. For the Volkswagen Settlement Grant, a garbage truck was delivered and used for the first time, today July 12, 2021, while a dump truck is still on order. For the Building Reuse Grant on the Warren Veterinary Clinic, construction is underway and the grant deadline is December 2021.

Norlina is past due in amount owed Warrenton by \$52,580.08 with only 1 payment made (\$15,000), although the Norlina Board of Commissioners approved payment of past due amounts. Commissioner Wethington asked if there was a way to accelerate a second meeting with interested parties. Mr. Davie will contact County Manager who is the lead in this effort.

Water/Sewer Revenues were reviewed with no major changes.

Commissioner Wethington asked to have the parking lot on S. Main Street listed on agenda. He has talked with Mr. Powell concerning church property. Mr. Powell has no desire to sell property. There was discussion on the parking lot as a future spot for the Farmers Market and developing revised plans based on the reduced space. Discussion mentioned new announcement of a grocery store opening in the future and a possible spot there for the Farmers Market. Further plans on this parking lot and farmers market will wait until grocery store announces plans.

The Brownfield Grant contract for administration was presented. A motion to approve was made by Commissioner Coffman with second by Commissioner Hunter pending review by Attorney Styers. The motion was approved by a unanimous vote.

The old jail in the Town of Warrenton on E. Macon Street had been discussed as a possible gift from Warren County. Commissioner Wethington stated that the NAACP has also expressed interest in the site for use as a museum. Commissioner Wethington suggested that Board members consider the possibility of establishing a partnership between the Town and NAACP in order to launch this project.

The property for sale on Hazelwood Drive received no bids and option to buy has expired, although it did receive over 3000 viewers. Commissioner Blalock made a motion to drop the bid to \$5,000 and list the property again on Govdeals. A second to the motion was made by Commissioner Britt. The motion was approved by unanimous vote.

## **NEW BUSINESS**

North Carolina Museum of History loan agreement with the Town of Warrenton was presented concerning the fire bucket wagon, parts of a hand-drawn fire wagon, painted red and black ladders and pike. A motion was made by Commissioner Blalock with second by Commissioner Coffman to approve the equipment loan agreement. The motion was approved by unanimous vote.

Information has been received concerning American Rescue Plan (ARP) funds and the Town will receive approximately \$240,000 in two equal annual payments. No guidelines, on how and where funds may be used, are available yet. Discussion was held on possible ways to spend the funds, and Commissioner Wethington suggested soliciting community input.

Town Administrator indicated that ARP funds had been included in the current FY budget for projects already, including Crocket Street, Spring Street and Battle Avenue. The Dean of the Warren Campus of Vance Granville Community College contacted the Town administrator about concerns for busses and children passing through the Crocket Street and Spring Street repair areas. Mr. Davie suggested that funds be cobbled together from other budget line items until it is determined if ARP funds can be used. The total cost for both projects is \$21,851.00 (Crocket Street \$12,293 and Spring St \$9,558). A motion was made by Commissioner Blalock with second by Commissioner Coffman to repair both streets. The motion was approved by unanimous vote.

With no further business, Board went into closed session by motion of Commissioner Wethington with second by Commissioner Hunter. The motion was approved by unanimous vote. A motion to return to open session was made by Commissioner John Blalock and seconded by Commissioner Hunter. The motion was approved by unanimous vote. A motion to adjourn was made by Commissioner Coffman and seconded by Commissioner Blalock. The motion was approved by unanimous vote.