

Walter M. Gardner, Jr.
Mayor

Robert F. Davie, Jr.
Administrator

TOWN OF WARRENTON

Historically Great - Progressively Strong

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BOARD OF COMMISSIONERS RESCHEDULED REGULAR MEETING JANUARY 17, 2017

Those attending were: Mayor Walter Gardner
Commissioner Mary Hunter
Commissioner Michael Coffman
Commissioner Frank Holt
Commissioner Kimberly Harding
Commissioner John Blalock
Commissioner Margaret Britt
Commissioner William "Tom" Hardy

Robert Davie, Administrator
Goble Lane, Police Chief
Jennifer Harris, Warren Record
William "Bill" Perkinson, Public Works
Annette Silver, Minute Taker

There were 3 citizens present.

Call to Order/Agenda

Mayor Gardner called the regular monthly meeting of the Town of Warrenton to order at 7:00PM. Those attending were asked to observe a moment of silence for the year 2017. The Pledge of Allegiance was led by Commissioner Coffman. The Proposed Agenda was presented. A motion was made by Commissioner Blalock with second by Commissioner Coffman to approve the Proposed Agenda. The motion was approved by unanimous vote. The Mayor reviewed the Conflict of Interest Statement.

Public Comments

No public comments were voiced.

Minutes of December 12, 2016 Meeting

Minutes of December 12, 2016 meeting were approved by motion of Commissioner Hunter with second by Commissioner Britt. The motion was approved by unanimous vote.

Consent Agenda

The Consent Agenda was presented.

- (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

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

COMMITTEE REPORTS

FINANCE AND ADMINISTRATION

In addition to written report, Commissioner Hunter announced the revolving loan to Craig and Denise Allen has been paid in full. The revolving loan fund now has \$20,000 in available funds which can be applied for. Administrator Davie informed Board that the sales tax revenue line, 37-321-300, is the indicator to watch for any surplus income.

PUBLIC WORKS

In addition to written report, Administrator Davie announced the Town has been awarded a \$1.6 million grant to rehab the Waste Water Treatment Plant plus \$100,000 to develop an Asset Management Plan for the water system. Both grants are 100% grant with no match required. Grants were received from the NC Department of Environmental Quality. Commissioner Blalock inquired about asphalt breakup in front of 307 S. Main Street. Director Perkinson stated DOT has been contacted and plans to repave soon.

PUBLIC SAFETY

In addition to written report, Chief Lane had a video feed for Board to view of camera on streets. Also, he reported the 2016 crime stats are down 26% overall and arrests down 41% for 2016. There is a planned Neighborhood Meeting at 2:00PM Wednesday, February 22, 2017 at the Armory Civic Center. The forum is to share dialogue, exchange ideas, and assist residents in awareness of safety issues. The Board expressed appreciation to Chief Lane and staff. The Mayor reported 8 fire calls on January 1, 2017 alone and much activity since.

HUMAN RESOURCES/INFORMATION TECHNOLOGY

Commissioner Blalock had no report on HR. For Information Technology Robert Davie reported that a new server had been installed.

REVITALIZATION/HISTORICAL

Spring Fest plans have begun with musical entertainment solidified and currently looking for 2017 sponsors for all festivals. Commissioner Coffman met with prospective buyer of 119 W. Market Street. According to guidelines of Historic District, buyer did not feel he could proceed with venture because of guideline restrictions and costs. Commissioner Blalock stated he felt the reasoning unacceptable. Commissioner Britt asked if guidelines could be bent. All Board members questioned a possible compromise in guidelines. All agreed a compromise in guidelines would be better than a vacant building. Commissioner Hunter reminded Board they created the guidelines and what could follow with "bending rules". It was suggested that Commissioner Coffman have prospective buyer submit an application of plans for review. Town Administrator indicated he had met with buyer on six or seven occasions and suggested work arounds, but that buyer was not interested. Approximately 350 tickets have been sold for the Mandolin Orange Concert. Commissioner Coffman reported a food truck are lined up and volunteers are needed. There is a NC Main Street Conference scheduled March 14-16 hosted by Shelby, NC. Several commissioners and revitalization members plan to attend. Coffman announced that the January Revitalization meeting has been rescheduled to 1-18-2017 at 6:00 PM.

BEAUTIFICATION/FACILITIES

Commissioner Britt stated Town is clean from snow and thanked Director Perkinson. The loose leaf pickup time has been extended until March 1, 2017 to benefit citizens and town staff. Also, Commissioner Britt requested administrator take a look at budget for purchase of banners which are looking a little shabby.

PLANNING/ZONING/ANNEXATION

Per Commissioner Holt the Public Hearing for Air BnB proved positive with no comments. Attorney Styers is reviewing the language for the ordinance after which the Planning Board will review with final presentation to Board for approval.

OLD BUSINESS

Representatives from Stewart, Inc. and Bizzell Design (Dan Blackman and Buzz Bizzell) presented updates to Board on Streetscape and branding projects. Several modifications were shown reflecting recommendations from the Board. Phase 1 (Plummer St to Ridgeway St) of project is estimated to cost \$2.5 million. Board made inquiries concerning underground lines and brick sidewalks. Buzz, also, discussed branding Warrenton - history in the making.

The Quilt Committee will meet on January 24, 2017. The tentative Board will consist of:

Chair William T Hardy (Town Commissioner)	Jereann King-Johnson (Heritage Quilters)
Charla Duncan (Town Citizen & Co-Chair)	Susan Harris (Quilt Lizzy)
Victoria Lehman (Revitalization Committee)	Magnolia Clanton (Preservation Warrenton)
Betty Rollinson (Friends Two)	County Representative (TBD)

A motion was made by Commissioner Coffman with second by Commissioner Britt to accept the committee members subject to approval of Revitalization and Preservation Warrenton recommendations. The motion was approved by unanimous vote.

Duke Electric Vehicle Reimbursement Agreement was presented. The charging stations are to be located along E. Market Street and at the library parking lot. Commissioner Harding inquired as to who will be paying for the electricity. Administrator stated that by the Town paying for electricity, visitors would be more likely to come to Warrenton. Commissioner Harding asked about the cost per charge. Administrator will gather cost information for next meeting. Commissioner Harding thinks Town should know these answers before agreement signed. A motion was made by Commissioner Coffman with second by Commissioner Hardy to approve Duke Energy Vehicle Reimbursement Agreement in the amount of \$15,000. The motion was approved by unanimous vote. A motion was made by Commissioner Coffman with second by Commissioner Hunter to approve Grant Project Ordinance for Duke Energy - Electric Vehicle Charging Stations. The motion was approved by unanimous vote.

STATUS OF GRANTS

Fund 48 NC Park & Recreation Trust Fund \$28,500 Hayley Street Park - property being grubbed

FUND 49 Main Street Solutions Funds \$150,000 renovation for Quilt Lizzy - in process of final reimbursement

FUND 50 NC COMMERCE ULRC \$37,500 planning grant Final Stewart drawings presented

FUND 51 USDA RURAL DEVELOPMENT - \$4.5 million project cost Town Hall renovation, water main, water line repairs, radio-frequency water meter installation Received architect and engineer agreement approvals; February 1st easements negotiated

FUND 53 NC COMMERCE MAIN STREET DOWNTOWN REDEVELOPMENT \$500,000 to redevelop 107 N Main St Awaiting approval from SHPO

NC DENR Asset Management Plan for Water Department received grant of \$100,000

NC COMMERCE DEMOLITION GRANT \$41,250 grant plus \$13,750 match old Tar Heel Tire building. Grant delivered awaiting results

USDA RDBG \$100,000 for Community Center renovations. Awaiting award notification.

TAP GRANT ADA or handicapped sidewalk access awaiting decision

DUKE ENERGY - ELECTRIC VEHICLE CHARGING STATIONS awarded three stations

COVINGTON FOUNDATION Preservation Warrenton approved a \$12,500 contribution to acquire Reynolds Tavern contingent upon Town receiving grant to renovate building.

USDA COMMUNITY FACILITIES - Water Sewer Trucks Application submitted; funds not available until later in 2017.

NEW BUSINESS

There was no new business.

ANNOUNCEMENTS

Mayor announced that Quilt Lizzy was hosting the Town Board of Ayden for lunch and a tour of her business.

With no further business meeting adjourned.