

Walter M. Gardner, Jr.
Mayor

Robert F. Davie, Jr.
Administrator

TOWN OF WARRENTON

Historically Great - Progressively Strong

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BOARD OF COMMISSIONERS REGULAR MEETING AUGUST 8, 2016

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
Mitch Styers, Attorney
William "Bill" Perkinson, Public Works
Annette Silver, Minute Taker

There were 6 citizens present.

Call to Order/Minutes/Agenda

Mayor Gardner called the regular meeting of the Town of Warrenton to order at 7:00PM. Those attending were asked to observe a moment of silence for Town Administrator (whose Mother is very ill) and family of former commissioner Eddie Clayton. Commissioner Britt asked to include former commissioner Woody King, as a message on Facebook shows him ill. Commissioner Holt led the Pledge of Allegiance. The Conflict of Interest was reviewed. The Proposed Agenda was presented. Mayor added items: (j) Resolution for Federal Clean Water Act Amendments (NC DEQ Grant) and (k) Public Hearing for CDBG Grant, to the agenda. A motion was made by Commissioner Hunter with second by Commissioner Blalock to approve the Proposed Agenda with additions. The motion was approved by unanimous vote. The Minutes of regular meeting July 11, 2016 and Special Meeting of August 1, 2016 were presented. A motion was made by Commissioner Coffman with second by Commissioner Britt to approve the Minutes of July 11, 2016 and August 1, 2016. The motion was approved by unanimous vote.

PUBLIC COMMENTS

No Public Comments were voiced.

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 Harding with second by Commissioner Hunter to approve the Consent Agenda. 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 in addition to written report a Resolution for the Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (also known as NC DEQ grant). This Resolution is needed for requesting state grant and/or loan assistance in preparation of the construction of a wastewater treatment works and wastewater collection system. Grant funding is available due to passage of a state bond referendum of \$300 million for water and sewer capital improvements. A motion was made by Commissioner Blalock with second by Commissioner Hardy to approve Resolution. Inquiry was made if one of the other WWTP partners was not in agreement, how the disagreement would affect the project. Mayor stated it is a cost incurred and would be split as any other cost between the 3 entities. The motion was approved by unanimous vote (this item was added to agenda as item 8-J).

PUBLIC SAFETY

Commissioner Hardy reported Grant meeting concerning street cameras was well received. The Police Department is now fully staffed. Chief Lane reminded all to lock cars at all times, as there have been reports of unlocked vehicles being robbed. Mayor reported Fire Department is quiet at present.

HUMAN RESOURCES/INFORMATION TECHNOLOGY

Commissioner Blalock and Administrator report the possible need to replace the current server with the cost being approximately \$3000 to \$4000.

REVITALIZATION/HISTORICAL

Commissioner Coffman reminded all of Harvest Market scheduled Saturday, October 8, 2016. The bands are secured, however, sponsorship and vendor participation are a little slow thus far. A Pecan Pie Contest is planned as an additional attraction. Board suggested additional businesses to contact for sponsorship. Coffman reported that the Historic District Commission had approved two COAs (Thomas and Belinda Robinson 108 Academy Place (porch) and Susan Harris 132 S. Main St (window at back entrance)).

BEAUTIFICATION/FACILITIES

Commissioner Britt reported flowers in street planters had survived the heat stretch of summer. She also asked if bike rack for South Main Street had arrived. Davie reported it is here and will be installed soon.

PLANNING/ZONING/ANNEXATION

Commissioner Holt met with the Planning/Zoning/Annexation Committee concerning adding Minimum Housing Standards to Warrenton ordinances. Hillsborough and Tarboro were used as comparison communities with Minimum Housing Standards. After significant discussion the Committee concluded that a building inspector would be needed if Warrenton were to proceed with project. Therefore, at the present time the Committee does not feel it is practical for Warrenton to adopt a housing standard ordinance that cannot be enforced.

OLD BUSINESS

NC Department of Transportation has agreed to the speed limit change on W. Ridgeway Street from the intersection of N. Main Street to the intersection with Harris Street. The speed limit change is from 35 mph to 25 mph. Commissioner Coffman asked why the other requested speed limit changes were not approved by DOT. According to DOT no other area qualified for speed limit reductions under their requirement system. A motion was made by Commissioner Blalock with second by Commissioner Hardy to approve the Resolution for the speed limit change on Ridgeway Street. The motion was approved by unanimous vote.

Administrator presented the status of grants as follows:

Fund 51 USDA Rural Development: Currently awaiting architect and engineer agreements September 1, 2016 submit plans/specs/permits for approval

Fund 49 Main Street Solutions Fund: Quilt Lizzy has begun work on second building.

Fund 50 NC Commerce ULRC: Town has been reimbursed \$37,500 by NC Commerce.

Fund 48 NC Parks & Recreation Trust Fund: Property has been cleared of required trees.

NC DENR Asset Management Plan Grants: Warrenton did not receive grants. A motion was made by Commissioner Coffman with second by Commissioner Hunter to reapply for NC DENR grant to develop an Asset Management Plan for Water Department. The motion was approved by unanimous vote. Another motion was made by Commissioner Blalock with second by Commissioner Coffman to reapply for NC DENR grant to develop an Asset Management Plan for Sewer Department. The motion was approved by unanimous vote.

NC Commerce Main Street Downtown Redevelopment: Town is awaiting award letter and grant number to proceed with renovation of 107 N Main Street.

NC Commerce Demolition Grant: This grant application is on hold for the moment.

USDA Community Facilities: George Vital is looking for grant dollars in the new fiscal year for the USDA.

National Endowment for the Arts: Re-application deadline September 1.

New Grants

TAP GRANT - ADA (Americans with Disabilities Act) or handicapped sidewalk access - Application has been submitted to NC DOT for all sidewalks in Warrenton to be made compliant and handicapped accessible. DOT roads are 100% Grant with Town roads 80% grant and 20% Town match required. A motion was made by Commissioner Blalock with second by Commissioner Coffman to apply for Grant. The motion was approved by unanimous vote.

Duke Energy - Electric Vehicle Charging Stations -100% Grant Preliminary application has been submitted for three (3) charging stations. A motion was made by Commissioner Holt with second by Commissioner Blalock to apply for Grant. The motion was approved by unanimous vote.

Utilities Underground Update

CenturyLink has submitted an estimate of \$136,563 for work consisting of replacing aerial cable and other facilities to go underground or behind businesses.

NEW BUSINESS

A presentation was made by Don Cerra of Cerra Homes Aiken, SC. Cerra Homes specializes in building energy efficient houses. Joe Mann and Ernie Fleming spoke on comments received from visitors to area concerning Warrenton being a nice little Town with great possibilities for a retirement community. Town Administrator visited Mocksville earlier in month to investigate "green construction" of small retirement homes. The presentation by Don Cerra primarily focused on the Town providing funding to build the retirement community instead of a developer. Even though it was an interesting concept, Warrenton does not anticipate entering the building business in the immediate future.

A resolution was presented that re-authorizes the Town of Warrenton's Collection System Asset Management Plan for the next ten (10) years. This plan was recently updated by contracted engineers. Commissioner Blalock motioned to approve the resolution and Commissioner Coffman seconded the motion. The motion was approved by unanimous vote.

Dennis Paschall was before Board to explain Resolution for Regional Hazard Mitigation Plan. It was explained this was not a new plan but a more extensive update. A motion to approve the Regional Hazard Mitigation Plan was made by Commissioner Hunter with second by Commissioner Blalock. The motion was approved by unanimous vote.

Presentation was made requesting condemnation of property listed on tax records as E6B/67 - 208 Hayley Street. Town has sent letter to owner with no response. A motion was made by Commissioner Hardy with second by Commissioner Britt to approve condemnation of property located at 208 Hayley St. The motion was approved by unanimous vote.

A water/sewer adjustment request was presented with motion to accept by Commissioner Blalock with second by Commissioner Hardy. The motion was approved by unanimous vote.

The armory rental agreement was presented by Commissioner Coffman and Town Administrator Davie for Music Festival scheduled Saturday, March 11, 2017 featuring Mandolin Orange. A motion was made by Commissioner Blalock with second by Commissioner Hardy to accept rental terms. The motion was approved by unanimous vote.

A Planning Board recommendation was presented to approve change of zoning for parcel E5/31 and 42 owned by Brenda Koonce from R12 to R20. Mrs. Koonce is planning to sell property; however, current zoning prohibits the replacement of mobile homes because lot is non-conforming. A motion was made by Commissioner Coffman with second by Commissioner Hardy to accept Planning Board recommendation. The motion was approved by unanimous vote. Public Hearing scheduled for Monday, September 12, 2016 at 6:30pm.

A Public Hearing is scheduled for Monday, September 12, 2016 for CDBG (107 N. Main Street) at 6:45pm

A scheduled 'field trip' for Board to Durham is scheduled for Thursday, September 1, 2016 in connection with UNC - DFI project.

ADJOURNMENT

With no further business the meeting was adjourned.