

Walter M. Gardner, Jr.
Mayor

Robert F. Davie
Town Administrator

TOWN OF WARRENTON

"Historically Great - Progressively Strong"

P. O. Box 281

Warrenton, NC 27589-0281

PHONE (252) 257-3315 FAX (252) 257-9219

MINUTES OF BOARD OF COMMISSIONERS REGULAR MEETING MAY 11, 2015

Those attending were: Mayor Walter Gardner
Commissioner Mary Hunter
Commissioner George "Al" Fleming
Commissioner Kimberly Harding
Commissioner John Mooring
Commissioner Margaret Britt
Commissioner William "Tom" Hardy
Commissioner Palmer "Woody" King was absent. There were 5 citizens present.

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

Call to Order/Minutes/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 needy and for Commissioner Harding over the recent death of her husband. The Pledge of Allegiance was led by Commissioner Hunter. The Proposed Agenda was presented. Commissioner Harding requested adding closed session at meeting end to discuss a personnel matter. The motion to approve the proposed agenda with addition was made by Commissioner Mooring with second by Commissioner Fleming. The motion was approved by a unanimous vote.

Conflict of Interest Disclaimer and Citizen Comment Rules

The Mayor reiterated the Conflict Disclaimer statement and the Town Administrator outlined the Citizen Comment Rules. There were no conflicts voiced.

Public Comments

Public comments were voiced by Mrs. Debbe Speer, making a request to Board for additional old trash cans to be placed on side streets of Town so that walking residents may pick up and deposit nearby trash. Mayor stated the condition of the old cans was questionable but the Town Administrator would review. Town Administrator, Davie, asked Debbe Speer to call him to discuss areas she has determined as high litter areas.

Consent Agenda

The Consent Agenda was presented.

- (a) Minutes of Board meeting April 13, 2015
- (b) Year-to-Date Revenue and Expenditure Reports (Budget vs. Actual)
- (c) Monthly Checks Report
- (d) Public Works Monthly Report
- (e) WWTP Monthly Report
- (f) Police Activity Report

The motion to accept the Consent Agenda was made by Commissioner Mooring with second by Commissioner Fleming. The Consent Agenda was approved by a unanimous vote.

COMMITTEE REPORTS

Finance and Administration

Commissioner Hunter had no report in addition to written submission. Town Administrator will report information concerning budget.

Public Works

Commissioner Harding first wanted to thank Town staff for all care and support to her family during recent death of husband, Ron. In addition to written report there was nothing further.

Public Safety

Commissioner Hardy and Chief Lane reported that a new hire is in the works and the Town has received grant money for a heart defibrillator for Town Hall. Mayor Gardner reported low fire calls. Fire trucks will be displayed at several events in nearby Towns in coming weeks. There was nothing additional to the written report.

HUMAN RESOURCES/INFORMATION TECHNOLOGY

Commissioner Fleming reported everything was smooth sailing with Human Resources. Regarding Information Technology administration is updating the Emergency Call software with phone numbers on an ongoing basis.

REVITALIZATION/HISTORICAL

In absence of Commissioner King, Mayor Gardner reported Spring Fest was successful and thanked all for their help.

BEAUTIFICATION/FACILITIES

Commissioner Britt stated the crepe myrtles look great and grass cutting has begun. She also received compliments from visitors to Spring Fest as to the how well the town appears.

PLANNING/ZONING/ANNEXATION

Commissioner Mooring informed Board the Zoning Committee met for the purpose of discussing changes in ordinances relating to solar farms.

OLD BUSINESS

Commissioner Mooring reported the Zoning Committee met concerning Solar Farms in Warrenton ETJ. It was explained that Warrenton receives no financial benefit for the location of solar farms within the ETJ or Town limits. It was the recommendation of the Zoning Committee to (1) leave the current Special Use language in place (2) lift the moratorium on solar farms (3) remove Solar Farms from Special Use in the Zoning Ordinance as soon as possible. The motion to accept was made by Commissioner Mooring with second by Commissioner Fleming. The motion was approved by a unanimous vote. As a result of sending a short survey to surrounding properties of the existing Solar Farm located on the property of John Boyd Davis on US Highway 158 Business West, the Town has received 7 letters in response (5 supportive, 2 with questions).

In the revised 2015-16 Budget, Mr. Davie was not completely comfortable with the \$40,000 shortfall referred to at last month's meeting. Line item 37-341-500 Fund Balance Appropriation has been changed to \$17,000 in the proposed budget, an adjustment which is workable. The tax rate has not increased in six or seven years, and it will NOT increase in the upcoming year but is a consideration for 2016-2017. Town water rates will increase between 4.5% and 5%, plus an activation fee of \$25.00 (non-refundable) will be added for each new account.

A Public Hearing is scheduled for Monday, June 8, 2015 at 6:30pm for Proposed Budget 2015-2016.

NEW BUSINESS

Frank Newell and Michelle Shearin were before Board requesting assistance in opposing House Bill 554 which bans all future rehabilitation of gray wolves and other wildlife. This has been the life work of Frank Newell, his family and staff. This is the second time in 40 years the House has attempted to eliminate private rehabilitation of wildlife. A resolution was presented to the Board for approval opposing North Carolina House Bill 554. A motion was made by Commissioner Fleming with second by Commissioner Mooring to approve resolution. The motion was approved by a unanimous vote. The Board agreed to write letters for additional support.

A resolution was presented that would apply for a grant from the North Carolina Main Street Solutions Fund to support the Renovation of 132 N Main Street. This grant would be an extension of the existing Main Street Grant to assist Mrs. Susan Harris in the expansion of her business, Quilt Lizzy. This grant will not involve a Town match. A motion was made by Commissioner Mooring with second by Commissioner Harding to accept the resolution. The motion was approved by a unanimous vote. The 2015-2016 Annual Agreement with North Carolina Town Main Street Designation was presented for approval. This agreement is the recommitment from the Town of Warrenton to Small Town Main Street partnership. There are \$350.00 in annual dues required. A motion was made by Commissioner Mooring with second by Commissioner Hunter to approve partnership agreement. The motion was approved by a unanimous vote.

A motion was made by Commissioner Hunter with second by Commissioner Britt to approve proclamation of Preservation Month in May 2015. The motion was approved by a unanimous vote.

Mr. Davie explained that the Town is implementing a pre-audit process as recommended by the new auditors and required by state statute. Additionally, the Town is reconciling bank statements with financial software for the first time in over fifteen years. Such a reconciliation may result in a write down of fund balance, affecting the Town's balance sheet but not the budget.

Commissioner Harding made motion to go into closed session with second by Commissioner Fleming.

After entering open session, the Board instructed the Town Administrator to increase the fund balance contribution in General Fund by \$7500 in next year's budget in order to increase the salary of the Town Administrator by \$5000. An increase in salary for the Public Works Director was directed in the amount of \$1200.

With no further business the meeting was adjourned.