

Walter M. Gardner, Jr.
Mayor

Robert F. Davie
Town Administrator

Town of Warrenton

"Historically Great - Progressively Strong"

Post Office Box 281
Warrenton, NC 27589-0281
PHONE (252) 257-1122 FAX (252)257-9219

Town of Warrenton Board of Commissioners
Regular Monthly Meeting
October 14, 2019

Those attending were: Mayor Walter Gardner	Robert Davie, Town Administrator
Commissioner Mary Hunter	Goble Lane, Police Chief
Commissioner Michael Coffman	Mitch Styers, Attorney
Commissioner Frank Holt	Jennifer Harris, Warren Record
Commissioner Kimberly Harding	William "Bill" Perkinson, Public Works
Commissioner John Blalock	Annette Silver, Minute Taker
Commissioner Margaret Britt	
Commissioner William "Tom" Hardy	

There were 12 citizens present.

Call to Order/Pledge of Allegiance and Moment of Silence

Mayor Gardner called the regular monthly meeting of the Town of Warrenton to order Monday, October 14, 2019 at 7:00pm. The Pledge of Allegiance was led by Mayor. A Moment of Silence was held for all in need and for the family of Emery "Puddin" Keeter. Mayor thanked all for attending the first meeting in the newly renovated Old Town Hall.

Conflict of Interest Statement, Proposed Agenda

The Conflict of Interest Statement was presented. Mayor requested the addition of 3 items to the Proposed Agenda (surplus furniture sale - dedication of building and removal of 15 minute parking signs in front of 133 S. Main St). A motion was made by Commissioner Coffman with second by Commissioner Britt to approve Proposed Agenda with additions. The motion was approved by unanimous vote.

Public Comments

Public Comments were voiced by Ken and Debbe Speer. Ken Speer detailed his displeasure with the way his COA request was handled by the Historic District Commission, Town Administrator and Police Department. He wanted to know who issued the cease and desist order after he was informed by The Historic District Commission (Bob Shingler) it was all right to proceed. The Mayor stated the situation would be investigated and Ken Speer would be informed in writing. Debbe Speer spoke to the same incident stating that papers were not signed by any judge and the officers showed total disrespect. She requested a public apology from Town Administrator Davie and Commissioner Coffman. She also stated since others do work and then request permission after the fact, she may start doing the same.

Minutes of Board Meeting from September 9, 2019

Minutes of Board meeting of September 9, 2019 were presented. A motion was made by Commissioner Coffman with second by Commissioner Hunter to approve September 2019 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 Reports

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

COMMITTEE REPORTS

Finance and Administration In addition to written report, Commissioner Hunter stated that there are items left at 133 S. Main St. that could be sold for surplus. A motion was made by Commissioner Hardy with second by Commissioner Hunter to approve sale of items. Commissioner Britt asked if a desk could be reserved for the Fire Museum. The Mayor stated there are other items in store for the museum. The motion was approved by unanimous vote. A public open house, scheduled for Monday, November 4, 2019 at 2:00pm to rededicate Town Hall, was suggested. A motion to approve Monday, November 4, 2019 as the rededication date was made by Commissioner Blalock with second by Commissioner Britt. The motion was approved by unanimous vote.

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

Public Safety Chief Lane presented to the daughters of former Police Chief F.T. Robinson (Lisa Aycock and Tracy Stevenson) a plaque showing the 2020 police calendar with the past and present police chiefs honoring Chief Robinson for 38 years of service to the Town of Warrenton. Chief Robinson was unable to attend. Chief Lane stated Chief Robinson is always willing to assist in any situation presented. Mrs. Aycock and Mrs. Stevenson both thanked Chief Lane and the Town Board for acknowledging their father. They stated he is an undercover officer now patrolling the Town. Several Commissioners relayed stories of the kindness of Chief Robinson.

Commissioner Hardy also presented the Plummer Hook and Ladder Fire Museum and Mrs. Anne Harris with a collection of arrowheads in memory of his parents, Frederick T and Mildred W. Hardy.

The 15 minute parking signs in front of 133 S. Main Street are to be removed and the spaces will become 2-hour parking.

Human Resourced/Information Technology -Commissioner Blalock informed the Board of the redesigned and updated town website on line.

Revitalization/Historic District Commission Commissioner Coffman stated Harvest Market and Movie Night both were successful.

The Historic Commission approved 2 COAs at the last meeting (Speer and Schuerch). Commissioner Coffman stated he should have brought to the attention of the Board at the September meeting a number of COA applications where work was done without approval. It was recommended by the HDC that in such cases a penalty of \$100 be applied. The Town Administrator will work with Attorney Styers on potential ordinance language regarding the penalty.

Beautification/Facilities Commissioner Britt had no report just continuous praise of Town looking great. She did note some of the banners are beginning to look a little worn and may utilize Beautification funds to purchase new banners.

Planning/Zoning/Annexation Commissioner Holt had no report.

OLD BUSINESS

Status of Grants

Fund 51 & 61 USDA Rural Development - All additions to project are verbally approved by USDA: resurfacing affected streets, water line replacements, ADA accessibility at Town Hall. Official approval expected around November 15, 2019.

Fund 53 NC Commerce Main Street Downtown Redevelopment - Architect preparing bid packet for Phase 2

Fund 55 NC DEQ Water Infrastructure WWTP -Bids received exceeded grant amount by nearly \$1million. Engineering firm working with winning bidder to identify savings. Additional loan may be required.

TAP Grant -DOT indicated that funds have been allocated but construction has been delayed until July 2020

NC DOT Bicycle and Pedestrian Planning Grant - A fourth and final Steering Committee was held in September to receive feedback from citizens. Consultant is waiting on feedback from DOT as well. A formal presentation to the BOC will occur in the near future.

NC Neighborhood Revitalization Program Town awaiting notification form NC Commerce

Volkswagen Settlement Grant After submitting application the Town was notified that a match of 60% is required. After discussion a motion was made by Commissioner Blalock with second by Commissioner Hunter to withdraw application and resolution from September meeting. The motion was approved by unanimous vote.

Administrator Davie has received positive correspondence for Mrs. Opal Jones concerning Ellis lot on W. Market Street and is awaiting more correspondence.

NEW BUSINESS

Charla Duncan presented the Back Porch Concept to the Board. Similar concepts being promoted by other towns indicate a way of making alleyways active, high value and productive spaces. She spoke on entering Warrenton from US 158 Business E and the back of S. Main Street buildings as being an eyesore from that vantage point. She suggested the area could be expanded for the Farmers Market and/or community meeting area. The Mayor thanked her for her concern and promised to look into as continued improvements are addressed in the Town.

A Resolution for NC Commerce Building Reuse Grant was presented. The Grant will assist Dr. O'Malley and the Warrenton Animal Clinic in renovating an empty building, the CARQUEST building on E. Macon Street. The application must be submitted by October 24, 2019. There is a 5% required cash match by the Town, or approximately \$3000. A motion was made by Commissioner Blalock with second by Commissioner Hardy to approve the Resolution for NC Commerce Building Reuse Grant. The motion was approved by unanimous vote.

Town Administrator outlined the availability of PARTF grant funding in the Spring of 2020 to be used for a possible second Town park, which would incorporate a dog park and walking trails in the area of lower Church Street. Applications are due May 2020.

A motion to enter into closed session was made by Commissioner Hunter with second by Commissioner Coffman. The motion was approved by unanimous vote.

Upon re-entering open session, Commissioner Michael Coffman motioned to adjourn and Commissioner Hardy seconded the motion. The motion was approved by unanimous vote.