

Walter M. Gardner, Jr.  
Mayor

Meredith Valentine  
Interim Town Administrator

## Town of Warrenton

*"Historically Great - Progressively Strong"*

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Board of Commissioners Regular Monthly Meeting  
October 9, 2017

Those attending were: Mayor Walter Gardner  
Commissioner Mary Hunter  
Commissioner Frank Holt  
Commissioner Margaret Britt  
Police Chief Goble Lane  
Jennifer Harris, Warren Record  
Meredith Valentine, Interim Administrator  
Commissioner Michael Coffman  
Commissioner John Blalock  
Commissioner William "Tom" Hardy  
William "Bill" Perkinson, Public Works  
Annette Silver, Minute Taker

Commissioner Harding was absent. There were 8 citizens present.

### **Call to Order/Pledge of Allegiance/Proposed Agenda**

Mayor Gardner called the regular monthly meeting of the Town of Warrenton Board of Commissioners to order Monday, October 9, 2017 at 7:00 pm. Those attending were asked to observe a moment of silence, keeping Cliff Jackson and family in thought following the death of his mother. Commissioner Coffman led the Pledge of Allegiance. The Proposed Agenda was presented. A motion was made by Commissioner Coffman with second by Commissioner Britt to approve the Proposed Agenda. The motion was approved by unanimous vote. The Mayor reviewed the Conflict of Interest Statement.

### **Public Comments**

Public Comments were voiced by Craig Hahn, who complimented the Public Works Department on keeping Town clean and hazard free especially in front of his workplace.

Police Chief Goble Lane was congratulated by Board and presented a law enforcement certificate from the Criminal Justice Education and Training Standards Commission. The award is the highest certificate an officer may receive from Criminal Justice Education and Training Standards Commission.

### **Minutes of September 11, 2017**

The Minutes of the September 11, 2017 meeting were presented. A motion was made by Commissioner Coffman with second by Commissioner Blalock to approve said Minutes. The motion was approved by unanimous vote.

### **Consent Agenda**

The Consent Agenda was presented.

- (a) Year-to-Date Revenue and Expenditure to Date
- (b) Monthly Checks Report
- (c) Public Works Monthly Report
- (d) WWTP Monthly Report
- (e) Police Activity Report

A motion was made by Commissioner Coffman with second by Commissioner Hardy to approve the Consent Agenda. The motion was approved by unanimous vote. The Mayor and Public Works Director informed the Board of Dollar General (209 E. Macon St) progress, with new curbing which will need to be extended past Oak Chapel AME Church by Town.

## **Committee Reports**

### **Finance and Administration**

Commissioner Hunter reported in addition to written report that auditors and administration staff will meet Friday, October 13 to discuss an entry and make necessary correction in audit report.

### **Public Works**

In absence of Commissioner Harding, it was reported, in addition to written submission, work was being done on Fairview and Brehon Street (close to 201 Brehon St) to correct old piping.

### **Public Safety**

Commissioner Hardy and Chief Lane had no report in addition to written submission. The Mayor reported that the Junior Firefighters Pancake Breakfast was successful. Commissioner Hardy reported Quilter's Lane has lost 2 members. L R West has agreed to have his store front (120 S. Main St) decorated by Quilters Committee for Fall. There will be a quilt pattern placed on area behind Tax office for Harvest Market.

### **Human Resources/Information Technology**

Commissioner Blalock announced that Kenny Champion was back at work after a motorcycle accident earlier this year.

### **Revitalization/Historic**

Commissioner Coffman reported that the concert series is still in planning stage. Jada and Jalon Mills, who auditioned at the Apollo Theater in New York, will perform at Harvest Market this weekend as well as 2018. There is a Fall window decorating contest underway. Vendors and attendees will be asked to vote for favorite window. Movie night was deemed successful, therefore "Rango" with Johnny Depp will be featured October 21st. The next group of movies will be shown in Spring 2018. The Historic District Commission (HDC) met with Christine Edmunds of 209 Church St agreeing to a compromise on window replacement requested at residence. Commissioner Coffman informed Board of discussion held by HDC and Quilter's Lane Committee concerning artwork on retaining wall at back of courthouse. There is concern on placing free standing artwork there. The County has given approval as owners to do such; however, the Historic District Commission has voiced concerns from guidelines. Commissioner Coffman asked Board if they would attend October 23rd meeting to help clarify guidelines.

### **Beautification/Facilities**

Commissioner Britt thanked the Public Works department for all they do to make Warrenton beautiful, though littering remains a problem on Hall Street. Chief Lane has utilized citizen involvement and sent letters to people who have been spotted littering.

### **Planning/Zoning/Annexation**

Commissioner Holt stated zoning change was only business to be discussed, as tethering ordinance is still being reviewed by attorney. A motion was made by Commissioner Holt with second by Commissioner Coffman to approve the zoning change from Industrial to R-20 Residential for property located on Warrenton-Ridgeway Road. The motion was approved unanimously.

## **New Business**

### **Grant Status**

Fund 44 - NC DEQ AIA Water No Changes

Fund 48 - NC Parks & Recreation Trust Fund Project almost complete. Waiting quote from Joey Andrews on lights and electrical progress.

Fund 51 - USDA Rural Development Project bids were over budget, letter has been sent to USDA requesting additional funds.

Fund 53 - NC Commerce Main Street Downtown Redevelopment bids were over budget. The owner will assume additional cost.

Fund 55 - NC DEQ Water Infrastructure WWTP - No Changes

Fund 57 - NC Commerce Demolition Grant - No Changes

Fund 58 - USDA Community Facilities Trucks ordered; anticipate closing in November

TAP GRANT - Received map indicating locations to be upgraded and replaced

Duke Energy - Electric Vehicle Charging Stations - Joey Andrews coordinating with Duke Progress Energy

Covington Foundation - No Change

NC DENR - Sewer Rehab received award

FEMA WWTP BERM - no change

USDA FMPP Farmers Market application not accepted

Main Street Solution Fund - additional information requested

NC DEQ AIA SEWER - application submitted

Art's Council Quilter's Lane Grant approved

National Park Service Grant - Park service provides planning assistance.

NC DOT Bicycle and Pedestrian Planning Grant-Deadline to submit November 9, 2017

The mayor brought to the attention of the board a request to clarify the vote passed at the September 11<sup>th</sup> meeting, to allow grants to be applied for without prior board approval if there was no match required.

A motion was made by Commissioner Hardy with second by Commissioner Blalock allowing Quilters Lane Committee to seek and apply for any Grant with no match without coming before Board first. The motion was approved by unanimous vote.

### **New Business**

A budget amendment was presented to meet the final expenses for the Hayley-Haywood Park. The cost exceeded the budget by approximately \$3805 (clearing trees and site prep). A motion was made by Commissioner Coffman with second by Commissioner Hunter to approve amendment. The motion was approved unanimously.

A Resolution was presented for Town of Warrenton on behalf of Quilter's Lane to request Warren County Arts Council grant assistance for "The Quilted Landscape" sculpture on Quilter's Square behind tax office. Commissioner Blalock made motion with second by Commissioner Hardy. Motion was approved by unanimous vote.

The Quilters Lane Proposal for matching funds of \$1,175 from the town with an additional \$325 for signage for "The Quilted Landscape" sculpture project was presented. A motion to approve was made by Commissioner Hardy and second by Commissioner Coffman. The motion was approved by unanimous vote.

A yearly contract with Verizon was presented, no change was noted. A motion was made by Commissioner Coffman with second by Commissioner Hardy to approve the Verizon contract. The motion was approved by unanimous vote.

With no further business, meeting adjourned.

