

**Walter M. Gardner, Jr.**  
Mayor

**Robert F. Davie**  
Town Administrator

## **TOWN OF WARRENTON**

*"Historically Great - Progressively Strong"*

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### **BOARD OF COMMISSIONERS REGULAR MEETING**

**FEBRUARY 9, 2015**

Attending were: Mayor Walter Gardner  
Commissioner Palmer "Woody" King  
Commissioner Mary Hunter  
Commissioner Kimberly Harding  
Commissioner John Mooring  
Commissioner Margaret Britt  
Commissioner Williams "Tom" Hardy  
Commissioner George "Al" Fleming was absent from meeting.

Robert Davie, Town Administrator  
Goble Lane, Police Chief  
Jennifer Harris, Warren Record  
William "Bill" Perkinson, Public Works  
Mitch Styers, Attorney  
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 remembering attorney Al Thompson, who was injured in an accident over the weekend. The Pledge of Allegiance was led by Commissioner King. The Proposed Agenda was presented. A motion was made by Commissioner Mooring with second by Commissioner Britt to accept the Proposed Agenda. Mayor Gardner requested shifting the Special Use Permit - Solar Farm at 912 Warren Plains Road from item 7a to item 5a and auditors report to 5b. The Proposed Agenda was approved unanimously.

#### **Conflict of Interest Disclaimer and Rules for Citizen Comments**

Mayor Gardner read the Conflict of Interest Disclaimer advising any members with conflict of any items on current agenda to identify their conflict. At present there was none.

#### **Public Comments**

No public comments were voiced.

#### **Consent Agenda**

The Consent Agenda was presented.

- (a) Minutes of Board meeting January 12, 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

A motion was made by Commissioner Mooring with second by Commissioner King to accept the Consent Agenda. The motion carried by a unanimous vote.

#### **Special Use Permit**

Mr. Davie explained the Special Use permit application for a solar farm at 912 Warren Plains Road. The application was presented to the Planning Board on January 9, 2015. It was the

recommendation of the Planning Board to approve the Project and Special Use permit, as the project meets current zoning requirements and setbacks. Commissioner Mooring wanted reassurance of buffering. Keith Colson, of Sunlight Partners, LLC, described the proposed solar farm and will use existing trees as a buffer concealing panels from the street. Mr. Davie explained with assurance from Keith Colson that buffering would be enforced. Commissioner Mooring made the motion with second by Commissioner Hardy to approve the 3MW solar facility at 912 Warren Plains Road. The motion carried by a unanimous vote.

#### **Auditors Report for Period Ending June 2014**

The town received a clean audit report for 2013-14 from auditing firm Petway, Mills and Pearson, PA of Zebulon, which reported that \$236,347 was added to the town's unrestricted fund balance, or cash reserves available for spending, at the end of the fiscal year. This amount included \$100,000 owed by the water/sewer department for loan repayment to the General Fund. The remaining loan balance to be repaid is approximately \$96,000. The town's total unrestricted fund balance, based on the audit, stands at approximately \$462,395, or 45.92 of total general fund expenditures... The firm also noted several compliance issues, several of which were attributed to switching audit firms. The Board thanked the CPA's for their presentation and will address any and all concerns.

#### **Committee Reports**

##### **Finance and Administration**

Commissioner Hunter reported, other than the written report, that the USDA grant process is progressing as expected. Also, in regard to a meeting with the County Commissioners concerning ABC profit distribution, County commissioners asked that the Warrenton BOC meet again with them at their February 18th meeting for further consideration. It has been suggested by the County BOC that Norlina be included in the profit sharing request to the County. Commissioners Hunter and Harding were complimented and thanked for their efforts and presentation to County Board. Warrenton Finance Committee to meet with Dwight Pierce, Mayor of Norlina on February 12, 2015.

##### **Public Works**

Commissioner Harding and Public Works Director Perkinson had no report to add to the written submission. Commissioner Mooring complimented and thanked Public Works staff for keeping the Town clean. Commissioner Harding stated that \$2560 has been collected for Town calendar and approximately 200 have been sold, indicating that expenses had been covered and the project was collecting funds toward Town Hall renovation. Given the time of year, it was agreed unanimously by the BOC to reduce the price of remaining calendars to \$5.00 each.

##### **Public Safety**

Commissioner Hardy and Chief Lane had no report in addition to the written submission. However, Chief Lane did report about a shooting occurring over the weekend, which did NOT occur in Town, but resulted in the victim driving into Warrenton for assistance. Additionally, the Chief indicated that off duty officers will not provide security for Time Out Sports Bar going forward. Mayor Gardner reported a fire truck is back in town and in service having undergone renovations. There are 35 volunteer firefighters at Warrenton Rural Fire Department, which is a record number, although many are new firefighters in need of additional training.

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

In absence of Commission Fleming no report was given.

##### **Revitalization/Historical**

Commissioner King had no report from the Historic Commission. Commissioner Harding inquired on the status of the Cannon House (208 E. Macon St). Mr. Davie reported that the County had provided a demolition permit to the owners. Commissioner Hunter asked if the Historic District

Commission (HDC) guidelines applied. Davie reported that Richard Hunter, Chairman of the HDC, had been notified and that the demolition approved by the Town in 2007 predates the HDC ordinances. Commissioner Britt inquired as to whether it will be burned or torn down. Mayor Gardner indicated that the remaining structure would not be appropriate for fire department training and burning.

Commissioner King reminded Board that the next Revitalization Committee meeting is Tuesday, February 17th. Spring Fest is scheduled Saturday, April 25, 2015. Applications are coming in and three bands have been engaged to provide music. Sponsorships from Duke Energy, VCU Community Hospital in South Hill and possibly Halifax Electric will provide \$1500 in donations. Board members offered additional organizations for solicitation of sponsorships.

The recent Strategic Planning Workshop for the Board spurred the thought of organizing another World Café event this year, incorporating goals from the workshop and the prior World Café. This event will require an increase in budget for Revitalization.

### **Beautification/Facilities**

Commissioner Britt had no report, but complimented Public Works staff on keeping the Town clean.

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

Commissioner Mooring had no report.

### **Old Business**

At present no Special Use applications have been submitted for additional solar farms. A sample ordinance for solar energy development was presented outlining typical zoning requirements and addressing typical concerns for solar farms. Citizen concerns over the construction of a solar farm near Downtin Street have been expressed but no Special Use application has yet been submitted. Davie reported, that according to Town ordinance the Planning Board and BOC must approve a Special Use permit application if it meets all of the designated requirements. Commissioner Mooring offered to take up the task of creating a solar farm ordinance in committee. Mooring made a motion with second by Commissioner Britt to place a moratorium on solar farm applications until December 31, 2015, or until which time a Town ordinance can be put in place. The motion carried with a unanimous vote.

### **New Business**

An Historic Tax Credit Support Resolution was presented for approval. Commissioner Mooring, with second by Commissioner King, made a motion to approve resolution. The motion carried with a unanimous vote.

### **Announcements**

Mayor Gardner announced that the NC Main Street Conference is scheduled for March 18-20, 2015 in Morganton, NC. Mayor encouraged Board members to attend. Town Hall Day, also, is Wednesday March 18th. Robert Davie announced that a new voter registration list was received by the Board of Elections.

Meeting adjourned into closed session.

Upon re-entering open session, Commissioner King, as Chairman of Revitalization Committee, motioned that the Town hire the UNC School of Government at a fixed fee of \$7000 to look into the economic development potential of the Town's business district. Commissioner Hardy seconded the motion. The motion carried with a unanimous vote.

With no further business the meeting was adjourned.