

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

JUNE 9, 2014

Those attending were:

Mayor Walter Gardner

Commissioner Palmer "Woody" King

Commissioner George "Al" Fleming

Commissioner Kimberly Harding

Commissioner John Mooring

Commissioner Margaret Britt

Commissioner William "Tom" Hardy

Robert Davie, Town Administrator

Goble Lane, Police Chief

William "Bill" Perkinson, Public Works Director

Jennifer Harris, Warren Record

Mitch Styers, Attorney

Annette Silver, Minute Taker

Commissioner Mary Hunter was absent. There were 2 citizens present.

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 local veterans of D-Day and the Normandy invasion. The Pledge of Allegiance was led by Commissioner Fleming. The Proposed Agenda was presented with 3 additions (1) Consent Agenda - a summary of Legislative Day and visit with Assistant Secretary of Commerce in Warrenton (2) New Business - a budget amendment correction for 2013-2014 (3) New Business - police surplus. The Proposed Agenda was presented with motion to accept by Commissioner King and second by Commissioner Fleming. The vote to approve was unanimous.

Public Comments

No public comments were voiced.

Consent Agenda

The Consent Agenda was presented.

- (a) Minutes of Board Meeting May 2014
- (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

Mayor Gardner, Robert Davie, and Bill Perkinson hosted a walking and riding tour of Warrenton for Assistant Secretary for Rural Economic Development, Dr. Patricia Mitchell, on Tuesday June 3, 2014. Dr. Mitchell, assistant to Secretary of Commerce Sharon A. Decker, is directly involved with grants from the Rural Center. She informed the mayor that while Warrenton did not receive its \$1,000,000 sewer grant, additional grants would be awarded this fall. She did share valuable information on ways to improve Town grant application and indicated the water meter grant application was still under consideration. Mayor Gardner and Mr. Davie attended Legislative Day and met with Senator Angela Bryant and discussed the impact of the loss of privilege license fees. Representatives McKissick and Baskerville were not in their offices; however, information was left

for them highlighting concerns of Warrenton especially loss of privilege license income. Commissioner Mooring, also, has a scheduled meeting with Senator Bryant. A motion to accept the Consent Agenda was made by Commissioner King with second by Commissioner Fleming. The vote to approve was unanimous.

Committee Reports

Finance and Administration

In the absence of Commissioner Hunter, the finance report was presented by Mayor Gardner and Mr. Davie. A transfer payback was discussed from the Water/Sewer Reserve Fund to the General Fund Reserve Fund in the amount of \$100,000 in the FY2013-14 budget. Upon explanation, Commissioner Fleming stated it would be a nice improvement during the upcoming audit. Fleming made a motion to accept the transfer with second by Commissioner Mooring. The motion was unanimously approved. Mayor Gardner presented the 2014-2015 Town of Warrenton Budget. Corrected figures were presented as inserts in the annual operating ordinance booklet (pages 7 and 10). Commissioner Harding requested that the following sentence on page 3 of Introduction be rewritten as follows: (the only planned increases in salary are for the Town Administrator and Chief of Police.) Commissioner Mooring questioned increasing the gaming fee under privilege licenses. Mayor stated that privilege license fees were set to last year's levels by the state legislature and thus fees cannot be lowered nor increased. The motion to accept the 2014-2015 Town of Warrenton Budget was made by Commissioner Mooring with second by Commissioner King. The vote to approve was unanimous,

Public Works

In addition to written report, Commissioner Harding and Mr. Davie explained a concern among partners of the treatment plant paying for a necessary capital expenditure for mixers. Attorney Styers has been asked to review the contractual agreement between the partners of the treatment plant. The crape myrtles have been planted on Main Street by public works staff and much appreciated volunteer assistance by Jimmy Harris. Additional trees will be planted per approval from USDA after benches, trash receptacles and bike stands are situated. All agreed Town looks great, many thanks were given to Mr. Perkinson and staff.

Public Safety

Commissioner Hardy reported at this point there is no addition to the written report. Mayor Gardner reported the Town fire siren/5:30 whistle is back up and in full force to everyone's delight.

Human Resources/Information Technology

Commissioner Fleming reports that HR Essentials, a consulting group, has not completed the updated town HR manual, although completion is imminent. Information Technology is proceeding nicely.

Revitalization/Historical

Commissioner King had no report from the Historical Committee. The next Revitalization Committee meeting is scheduled for Tuesday, June 17, 2014. The Revitalization Committee has started preparing for the Harvest Market, October 11, 2014.

Beautification/Facilities

Commissioner Britt reintegrated that downtown Warrenton looks great and we are looking forward to receiving the benches, bike stands, and trash receptacles. Again, thanks to Bill and staff for all they have done and the continual watering of the trees, which is very important.

Planning/Zoning/Annexation/Cemetery

Commissioner Mooring had no report.

Old Business

Town Administrator reported there are no local painters certified for lead-based paint removal. He suggested the Town wait until more definite Town Hall plans are in place before seeking out lead paint abatement. Commissioner Mooring suggested Mr. Davie contact local companies for possible certified painters.

New Business

A Municipal Proclamation was presented establishing World Elder Abuse Awareness Day, June 15, 2014. Commissioner Hardy attended a seminar concerning elder abuse and spoke briefly about it. A motion was made by Commissioner Hardy with second by Commissioner King to join in World Elder Abuse Awareness Day. The motion was unanimously approved.

A Water Purchase Second Modification Agreement was presented for approval, which would save the Town an estimated \$17,000 per year. This agreement was originally entered into March 1, 1979 between Soul City Sanitary District and the Town of Warrenton for the purchase of water. The First Modification Agreement was entered into January 5, 2004. Commissioner King made the motion to approve the Second Modification with second by Commissioner Fleming. The motion carried with a unanimous vote.

Mr. Davie requested a budget amendment authorizing the transfer of \$2104.67 from Sanitation Funds to Street Funds to be used for street signs and lights. (Sanitation Expense 37-800-029 \$2104.67 to Revenue 37-650-001 for \$1354.67 and 37-650-002 for \$750.00). Commissioner Mooring made a motion to transfer funds with second by Commissioner King. Mr. Davie, also, requested a Budget amendment to support prior approved expenditure (May 12). This amendment authorizes \$7710.34 from Water/Sewer reserve funds to be used for obligation of closing cost for the Phase 1 Rehab of the Waste Water treatment Plant and \$10,000 to be used for engineering costs associated with the Phase 1 of the Water/Sewer Rehab. A motion to approve was made by Commissioner Mooring with second by Commissioner Harding. The motion carried by a unanimous vote.

Police Chief Lane having installed the VIPER radio system, has a surplus of six (6) portable and six (6) in car VHS radios that are of no use to the police department. He requests to declare the radios as surplus and pass them on to the Warrenton Rural Fire Department. Mayor Gardner, as fire chief, agreed the radios would be an asset to WRFD. Mayor asked the Mayor Pro Tem, Woody King, to conduct the vote regarding the radios in order to avoid a conflict of interest. Commissioner Mooring made a motion with second by Commissioner Fleming to surplus the radios and present to WRFD. The vote was unanimous to approve. Southern Credit Adjusters, Inc. of Rocky Mount, NC was recommended by Public Safety Committee as the collection agency for unpaid penalty fees in the police department. SCA is licensed by the North Carolina Department of Insurance and operates within the guidelines of all state and federal laws. A Service Agreement for 1 year was presented for approval subject to Attorney Styers review. SCA receives 25% commission as fee on amount collected. Commissioner King stated he believes this to be a great idea, giving "teeth" to the parking ordinance in Town. Commissioner Britt made the motion with second by Commissioner King to approve SCA to collect the unpaid penalty fees in the police department. The motion was unanimously approved. The proposed changes in wording on the penalty citations was presented, with motion to approve by Commissioner Mooring and second by Commissioner King. The motion carried with a unanimous vote. Police Chief Lane presented a request to purchase a 2014 Ford Interceptor to replace the car that was wrecked, using insurance proceeds and borrowed funds. His desire is also to purchase VIPER radios over time in coming budgets. Commissioner Hardy, as chairperson of Public Safety, stated he did not believe now was the time, with so many budget questions for 2015-2016, to step-out and purchase a new vehicle. After a lengthy discussion, Commissioner Mooring made a motion with second by Commissioner Hardy to table discussion of a new vehicle for 4-6 months and to purchase the VIPER radios with the insurance proceeds. The motion carried by a unanimous vote. A motion was made by Commissioner Hardy with second by Commissioner Mooring for

Mitch Styers, town attorney, to compose a letter to be sent to the legislature requesting use of a boot for police department. The motion was approved by a unanimous vote.

With no further business, meeting adjourned.