



Walter M. Gardner, Jr. – Mayor
Robert Davie - Town Administrator

P.O. Box 281
Warrenton, NC 27589-0281
(252) 257-1122 Fax (252) 257-9219
www.warrenton.nc.gov

BOARD OF COMMISSIONERS REGULAR MEETING

6:45 PM Public Hearing – Ordinance Changes

7:00 PM October 10, 2022

AGENDA

Regular Meeting

1. Call to Order, Pledge of Allegiance and Moment of Silence
2. Conflict of Interest Statement, Proposed Agenda
3. Public Comments
4. Minutes of Board Meeting on September 12, 2022, Minutes of Public Hearing – Rezoning September 12, 2022
5. 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
 - f. Action Items from July BOC Meeting
6. Committee Reports
 - a. Finance and Administration (Ms. Hunter)
 - b. Public Works (Mr. Fleming)
 - c. Public Safety (Mr. Ayscue)
 - d. Human Resources/Information Technology (Mr. Blalock)
 - e. Revitalization/Historic District Commission (Mr. Coffman)
 - f. Beautification/Facilities (Ms. Britt)
 - g. Planning/Zoning/Annexation (Mr. Young)
7. Old Business
 - a. Status of Grants – for information
 - b. Speeding Sign Funding – for discussion and/or consideration
 - c. Bar and Adult Ordinance Changes, Planning Board Recommendations – for discussion and/or consideration
 - d. USDOT Rural Surface Transportation Grant Application Funding Recommendation – for consideration
 - e. Nuisance Properties – for discussion
8. New Business
 - a. Revised Grant Project Ordinance – Downtown Redevelopment Grant – for consideration
 - b. Budget Amendment – Downtown Redevelopment Grant – for consideration
 - c. Plummer Hook & Ladder Museum Funds Transfer – for consideration
 - d. Budget Amendment – Plummer Hook & Ladder Museum – for consideration
9. Announcements
10. Adjournment



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PUBLIC NOTICE

Public notice is hereby given that the Town of Warrenton will hold a public hearing at 6:45 PM on Monday, October 10, 2022, at the Town Hall, 113 S. Bragg Street, to receive comments pertaining to a variety of proposed ordinances including but not limited to alcohol and adult establishments. A regularly scheduled meeting of the Warrenton Board of Commissioners will be held at 7:00 pm or immediately following the public hearing for consideration and/or approval of the ordinances and other business that may come before the Board.

Conflict of Interest Disclaimer

"Members of the Town of Warrenton Board of Commissioners are advised, hereby, of their duty under the State Government Ethics Act to avoid conflicts of interest and the appearance of such conflict; and, further, are instructed to refrain from participating in any matter coming before this Town Board of Commissioners with respect to which there is a conflict of interest or appearance of such conflict".

- **In accordance with the State Government Ethics Act, it is the duty of every Board member to avoid both conflicts of interest and appearances of conflict.**
- **Does any Board member have any known conflict of interest or appearance of conflict with respect to any matter coming before this Board tonight? If so, please identify the conflict and refrain from any undue participation in the particular matter involved.**

Citizen Comments

Rules for Citizen Comments

- Please sign up to speak.
- The maximum time allotted to each speaker will be five (5) minutes; The Town Administrator will keep time.
- Any group of people who support or oppose the same position should designate a spokesperson.
 - Please address only those items which might not have been addressed by a previous speaker.
- This is not a question and answer session. If response from the Administrator, Mayor, and/or Board is desired, please leave a copy of your comment(s) with the Town Administrator.
- After the Citizen Comments period, comments from the audience are not appropriate unless recognized by the Mayor or placed as an agenda item.
- Order and decorum will be maintained.

**Town of Warrenton
Board of Commissioners**



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BOARD OF COMMISSIONERS REGULAR MONTHLY MEETING

September 12, 2022

7:00 P.M.

Minutes

Those in attendance were:

Mayor Walter Gardner	Commissioner Michael Coffman
Commissioner John Blalock	Commissioner Al Fleming
Commissioner Jason Young	Commissioner Mary Hunter
Town Administrator, Robert Davie	
Sgt. M. Oakley, Police Department	
Bill Perkinson, Public Works Director	
Tracy Stevenson, Minute Taker	

Call to Order – Pledge of Allegiance and Moment of Silence

Mayor Gardner called the regular monthly meeting of the Town of Warrenton Board of Commissioners to order on Monday, September 12, 2022, at 7:00 p.m. A Moment of Silence was held for all who are sick, suffering, and in need. Mayor Gardner asked that everyone remember the victims and their families as this marks the 21st anniversary of the 9/11 attacks on our nation. The Pledge of Allegiance was led by Commissioner Blalock.

Conflict of Interest Statement and Proposed Agenda

The Conflict-of-Interest statement was reviewed. The Proposed Agenda was presented. Commissioner Young made a motion to approve the proposed agenda, which was seconded by Commissioner Hunter. The motion was approved by unanimous vote.

Public Comments

Peter Holloway of 327 N. Main Street was recognized for public comments. Mr. Holloway stated as a resident of N. Main Street, he is in favor of reducing the speed limit in the area as excessive speeding is a concern at this location and is grateful for the board's consideration of the proposal.

Minutes

The minutes of the August 8, 2022, meeting, the Public Hearing – CDBG August 8, 2022, meeting, and the called August 16, 2022, meeting were presented. Commissioner Coffman

made a motion to approve the minutes as presented, with a second by Commissioner Fleming. The motion was approved by unanimous vote.

Consent Agenda

- (a) Year-to-Date Revenue and Expenditure Reports (Budget vs. Actual)
- (b) Monthly Check Report
- (c) Public Works Monthly Report
- (d) WWTP Monthly Report
- (e) Police Activity Report
- (f) Action Items from May BOC meeting

Mayor Gardner announced that Consent Agenda item (e) was not in the emailed package, but a hard copy of the report was presented during the meeting. Commissioner Blalock made a motion to approve the Consent Agenda, with a second by Commissioner Hunter. The motion was approved by unanimous vote.

Committee Reports

- (a) Finance and Administration –Commissioner Hunter stated that the FY 2021/22 audit was underway and should be complete by the end of October and that fund balance contributions were expected for both General Fund and Water/Sewer Fund. She had no additional report.
- (b) Public Works – Commissioner Fleming had no additional report other than agenda items.
- (c) Public Safety – Commissioner Ayscue was not in attendance. Sgt. Oakley stated the department was working on the speeding problem but had no additional report.
- (d) Human Resources – Information Technology – Commissioner Blalock had no additional report other than agenda items.
- (e) Revitalization/Historic District Commission – Commissioner Coffman reported that the Historic District Commission considered four Certificate of Appropriateness applications at their July meeting. The four consisted of 109 S. Hall Street for landscaping, 505 N. Main Street for roof replacement, 103 Plummer Street for tree removal, and 406 N. Main Street for siding replacement, tree removal, and change of door location. All were approved. He stated they are currently working on appointing chairs for the new restructured plan for the Revitalization Committee. He further stated that the Fall Festival had been scheduled for October 8, 2022, and that they were in need of vendors, especially food vendors.
- (f) Beautification/Facilities – Commissioner Britt was not in attendance. There was no additional report other than agenda items.
- (g) Planning/Zoning/Annexation – Commissioner Young had no additional report other than agenda items.

Old Business

(a) Status of Grants

Fund 53 – NC Commerce Main Street Downtown Redevelopment – Building owner/contractor has been reimbursed full remaining amount of approximately \$210,000. Job reporting requirements cancelled by NC Commerce. Belk Architecture and Town have been paid for outstanding invoices.

Fund 55 – NC DEQ Water Infrastructure WWTP – Waiting for electrical components. Delays in manufacturing.

Fund 72 NC Main Street Solutions Warrenton Brewery Grant – Commerce has approved transfer of grant. Into six-month job reporting period.

Fund 67 – NC Neighborhood Revitalization Program – Planning visit to modular house in Roanoke Rapids with three homeowners and grant administrator to select models to put on order.

Fund 68 – Building Reuse Grant – Job reporting to Commerce and closeout documentation is underway.

Fund 69 – Volkswagen Settlement Grant – Utility/dump truck delivered to Town. Certificate of Destruction on old dump truck and reimbursement request underway.

Fund 71 – Brownfield Grant – R. Davie attended Brownfield Conference in Oklahoma City. Grant funds may NOT be utilized for building reconstruction, only environmental remediation.

Fund 74 – USDA Community Facilities \$154,488 (trucks) – Chevrolet cancelled previous order. Model year changed to 2023. No basic trucks available for governments, only retail type trucks at a \$13,000 increase per vehicle. USDA is considering additional grant and loan funds.

- (b) Addition Funding for Work Trucks, USDA Grant/Loan Package** – Monica Thornton presented the board with a new USDA Grant/loan package due to the increase in price of the Public Works vehicles, for a total of \$195,436, with \$107,400 in grant funds, \$87,900 in loan amount, and \$136.00 in applicant contribution. She informed the board that the interest rate would be 3.25% which reflected an increase from the previous loan offer. Commissioner Blalock made a motion to approve the USDA loan agreement, with a second by Commissioner Young. The motion was approved by unanimous vote.
- (c) Revised Resolution Additional Funding for USDA Grant/Loan Package** - Commissioner Blalock made a motion to approve the revised ordinance, with a second by Commissioner Hunter. The motion was approved by unanimous vote.
- (d) Rezoning of Parcel from C-2 to R-20** – Michael Bernstein has requested a zoning change for 185 Holland Bland Road to accommodate a tiny house RV park. Commissioner Fleming made a motion to approve the rezoning from C-2 to R-20, with a second by Commissioner Blalock. Commissioner Young recused himself from the vote as he helped applicant with drawings for this re-zoning. The motion was approved by unanimous vote of the remaining board members.
- (e) Resolution to Re-apply for Rural Transformation Grant** – Commissioner Coffman made a motion to approve the re-application for the Rural Transformation Grant for construction of Front Street parking lot, with a second by Commissioner Young. The motion was approved by unanimous vote.
- (f) Resolution to Re-apply for NC DEQ Grants for WWTP, Wastewater, Water and Storm Water AIA** – Commissioner Blalock made a motion to approve the re-application for the NC DEQ Grants, with a second by Commissioner Hunter. The motion was approved by unanimous vote.
- (g) Nuisance Properties** – Town Administrator, Robert Davie informed the board that the grant would only pay for environmental remediation and does not cover any renovations. He further stated that the town would have to own the properties in order to apply for remediation grant funding. Commissioner Young informed the board that Williams Court had been sold and the new owner had plans to renovate the properties.

New Business

- (a) EZ Task Website Hosting and Content Management Agreement** – Town Administrator, Robert Davie informed the board that the agreement was a renewal of the existing contract, and the annual cost remains the same (\$1650.00). Commissioner Blalock made a motion to approve the renewal, with a second by Commissioner Hunter. The motion was approved by unanimous vote.
- (b) Planning Board Request** – Mayor Gardner presented a request from the Planning Board to lower speed limit at the town limits on S. Main, N. Main, and E. Macon Streets, to begin the 20-mph speed at Battle Avenue rather than Plummer Street, northbound on S. Main Street and to include solar, flashing, speed signs at the three entrances to town indicating the new speed limits, and finally, investigate use of speed detection cameras. Work with NC DOT to have “25 ahead” yellow signs indicating the slowdown would be needed. Mayor Gardner informed the board that the Town can make the recommendation, but the roads are state owned and are subject to NC DOT control. Commissioner Blalock expressed concern that while he is not against changing the speed limit in these areas, he does not feel this will control the speeding issue. Commissioner Young stated that the flashing signs like those used in Macon do get your attention and he feels the signs could reduce speeds of vehicles. Commissioner Fleming raised the question of the cost of the requested signs. Sgt. Oakley stated the cost would be around \$3,000 plus the cost of the solar panels. Mayor Gardner requested that the Police Department research reports involving accidents in these areas to be included in the Town’s request to the NC DOT and that Town Administrator, Robert Davie look into avenues for funding of the solar signs.
- (c) USDOT Rural Surface Transportation Grant** - Town Administrator, Robert Davie stated that this is the first grant that he has seen that addresses streetscapes but that the grant would require a 20% match from the Town. He further stated that an engineering firm would be necessary to prepare the applications at a cost of \$20,000. Mayor Gardner requested that Mr. Davie come back with a recommendation on where funding for the application would come from.
- (d) Ordinance Changes – Adult and Bar Establishments** - Town Administrator, Robert Davie presented the recommended amendments to the Town’s Ordinance to address the issue of Adult and Bar Establishments. Commissioner Young suggested that the ordinance changes go before the Planning Board for approval at their next meeting on October 5, 2022, and that a Public Hearing could be held on October 10, 2022 prior to the Board of Commissioners meeting where a decision could be made. The board agreed with the recommendation and the timeline.

Announcements – There were none.

With no further business, the meeting was adjourned.



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PUBLIC HEARING FOR PROPOSED ZONING CHANGE
September 12, 2022
6:30 PM

Mayor Gardner called the Public Hearing of the Town of Warrenton Board of Commissioners to order on Monday, September 12, 2022 at 6:45 p.m. The purpose of this public hearing is to receive comments on the proposed zoning change for a parcel of land at the end of Holland Bland Road (parcel number E6 58). The land is currently zoned C-1, with the proposed change to R-20. Those attending were Mayor Walter Gardner, Town Administrator, Robert Davie, Commissioners Mary Hunter, John Blalock, Michael Coffman, Al Fleming, and Jason Young, Sgt. M. Oakley, Tracy Stevenson, and citizens.

Mayor Gardner asked for public comments. With no comments voiced during the Public Hearing, the meeting was closed.

Budget vs Actual

Town of Warrenton
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Period Ending 9/30/2022

34 FRONTIER WARREN								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
Revenues								
34-335-341 NC IDEA Grant Revenue	5,000	0.00	0.00	0.00	0.00	(5,000.00)		
34-335-344 Contribution from WC to Frontier Warren	10,000	0.00	0.00	0.00	0.00	(10,000.00)		
34-351-362 Frontier Warren Events	500	0.00	35.00	155.00	155.00	(345.00)	31%	
34-351-422 Rent Paid to Town Frontier Warren	42,320	0.00	3,090.00	8,070.00	8,070.00	(34,250.00)	19%	
34-352-363 Donations	0	0.00	0.00	80.00	80.00	80.00		
Revenues Totals:	57,820	0.00	3,125.00	8,305.00	8,305.00	(49,515.00)	14%	
Expenses								
34-405-203 Supplies	900	0.00	0.00	10.00	10.00	890.00	1%	
34-405-250 Lights/Heat/Security	4,250	1,859.16	310.72	960.84	960.84	1,430.00	66%	
34-405-251 Telephone/Internet	3,000	54.00	301.94	1,115.82	1,115.82	1,830.18	39%	
34-405-255 Bldg Maint/Clean Srvs	6,000	4,800.00	180.00	280.00	280.00	920.00	85%	
34-405-309 Advertising	1,000	0.00	0.00	0.00	0.00	1,000.00		
34-405-332 Signs below \$5,000	500	0.00	0.00	0.00	0.00	500.00		
34-405-400 Liability Insurance	170	0.00	42.50	42.50	42.50	127.50	25%	
34-405-422 Rent Paid by Town	36,000	24,000.00	3,000.00	12,000.00	12,000.00	0.00	100%	
34-405-499 Miscellaneous	1,000	0.00	0.00	0.00	0.00	1,000.00		
Non-Departmental Totals:	52,820	30,713.16	3,835.16	14,409.16	14,409.16	7,697.68	85%	
34-431-700 NC IDEA Grant Expense	5,000	0.00	0.00	0.00	0.00	5,000.00		
Totals:	5,000	0.00	0.00	0.00	0.00	5,000.00		
Expenses Totals:	57,820	30,713.16	3,835.16	14,409.16	14,409.16	12,697.68	78%	
34 FRONTIER WARREN Revenues Over/(Under) Expenses:			(710.16)	(6,104.16)	(6,104.16)			

Budget vs Actual

Town of Warrenton
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Period Ending 9/30/2022

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
37-302-301 Ad Valorem Taxes - Current	424,000	0.00	2,112.81	3,167.86	3,167.86	(420,832.14)	1%
37-302-302 Ad Valorem Taxes - Prior Year	8,500	0.00	939.39	939.39	939.39	(7,560.61)	11%
37-302-303 Ad Valorem Taxes - all other prior years	8,500	0.00	1,131.40	1,131.40	1,131.40	(7,368.60)	13%
37-302-304 Ad Valorem Taxes - Penalties & Interest	3,300	0.00	557.64	599.72	599.72	(2,700.28)	18%
37-307-310 Motor Vehicles - Current	41,000	0.00	3,966.88	11,957.42	11,957.42	(29,042.58)	29%
37-320-320 Local Option Sales Tax Monthly	340,000	0.00	32,981.05	92,958.48	92,958.48	(247,041.52)	27%
37-320-321 Annual Refund of Sales Tax the Town paid	33,500	0.00	0.00	0.00	0.00	(33,500.00)	
37-325-325 Utility Franchise Tax Quarterly	86,000	0.00	19,640.81	19,640.81	19,640.81	(66,359.19)	23%
37-325-326 Beer & Wine Tax Annual	3,600	0.00	0.00	0.00	0.00	(3,600.00)	
37-325-328 Refund of Gas Tax paid monthly	1,000	0.00	261.04	261.04	261.04	(738.96)	26%
37-325-329 PD Narcotics Tax	100	0.00	0.00	0.00	0.00	(100.00)	
37-325-330 Solid Waste Disposal Tax Qrly	600	0.00	0.00	148.12	148.12	(451.88)	25%
37-335-335 Powell Bill	24,888	0.00	0.00	0.00	0.00	(24,888.00)	
37-345-345 Zone Board of Adj	400	0.00	600.00	1,200.00	1,200.00	800.00	300%
37-345-346 Code Enforcement	2,750	0.00	300.00	725.00	725.00	(2,025.00)	26%
37-351-350 Run Warrenton 5K	2,500	0.00	0.00	0.00	0.00	(2,500.00)	
37-351-353 Landfill Fees Residential	185,088	0.00	15,224.06	46,274.11	46,274.11	(138,813.89)	25%
37-351-355 Cemetery Fees	700	0.00	0.00	0.00	0.00	(700.00)	
37-351-356 Police Rpt Fees	50	0.00	0.00	0.00	0.00	(50.00)	
37-351-357 Court Fees	300	0.00	45.00	94.50	94.50	(205.50)	32%
37-351-360 Cell Tower Rent	62,340	0.00	2,695.00	8,085.00	8,085.00	(54,255.00)	13%
37-351-361 Parking/Ordinance Collections PD	250	0.00	100.00	145.00	145.00	(105.00)	58%
37-351-401 Debt Setoff Landfill	100	0.00	0.00	64.00	64.00	(36.00)	64%
37-365-001 Interest Income	50	0.00	0.00	6.27	6.27	(43.73)	13%

Budget vs Actual

Town of Warrenton
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Period Ending 9/30/2022

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-365-002 NCCMT Debt Setoff Disbursement	0	0.00	245.41	102.36	102.36	102.36	
37-365-351 Revitalization Comm	9,500	0.00	380.00	1,100.00	1,100.00	(8,400.00)	12%
37-365-358 Branded Merchandise for Sales	40	0.00	20.00	20.00	20.00	(20.00)	50%
37-365-370 WWTP 25% of GF Exp	56,781	0.00	0.00	9,218.46	9,218.46	(47,562.54)	16%
37-365-371 WS 25% of GF Exp	105,308	0.00	0.00	15,783.26	15,783.26	(89,524.74)	15%
37-365-401 Mis/Revenue/License Tags	0	0.00	0.00	360.00	360.00	360.00	
37-365-410 Interest Investment NCCMT	50	0.00	0.00	1,613.06	1,613.06	1,563.06	3226%
37-381-074 Transfer In from Rural Transformation Grant	24,825	0.00	0.00	0.00	0.00	(24,825.00)	
37-395-396 Apropriated Fund Balance (Budget Only)	78,744	0.00	0.00	0.00	0.00	(78,744.00)	
Revenues Totals:	1,504,764	0.00	81,200.49	215,595.26	215,595.26	(1,289,168.74)	14%
Expenses							
37-401-010 Salary - Full Time	170,397	0.00	15,920.66	42,497.98	42,497.98	127,899.02	25%
37-401-012 Salary - Adm Assistant	51,530	0.00	5,860.80	13,675.20	13,675.20	37,854.80	27%
37-401-020 ER-FICA Taxes	12,686	0.00	1,217.03	3,248.99	3,248.99	9,437.01	26%
37-401-021 ER-FICA Taxes - Adm Assistant	3,928	0.00	447.45	1,044.05	1,044.05	2,883.95	27%
37-401-030 ER-Retirement - Orbit	41,917	0.00	4,127.59	10,515.85	10,515.85	31,401.15	25%
37-401-040 ER-Health Insurance	24,350	13,869.71	2,506.35	9,655.29	9,655.29	825.00	97%
37-401-050 ER-Life Insurance	576	384.00	48.00	192.00	192.00	0.00	100%
37-401-060 ER-Workman's Comp	400	0.00	15.18	347.97	347.97	52.03	87%
37-401-200 Travel Expense	1,200	0.00	69.38	69.38	69.38	1,130.62	6%
37-401-203 Supplies	5,000	624.78	64.48	757.99	757.99	3,617.23	28%
37-401-250 Light, Heat & Security	12,000	3,980.67	845.83	1,714.00	1,714.00	6,305.33	47%
37-401-251 Telephone & Postage	3,000	2,149.17	146.85	604.03	604.03	246.80	92%
37-401-255 Bldg. Maint/ Clean SVS	6,167	4,560.89	416.67	635.00	635.00	970.78	84%
37-401-256 Bank Fees/ Petty Cash	3,600	0.00	250.00	850.00	850.00	2,750.00	24%
37-401-295 Training	1,400	0.00	0.00	0.00	0.00	1,400.00	

Budget vs Actual

Town of Warrenton
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Period Ending 9/30/2022

37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
37-401-301 Computer Maint	3,600	1,790.00	0.00	423.00	423.00	1,387.00	61%	
37-401-302 Software Support	3,300	1,335.31	1,289.23	1,386.21	1,386.21	578.48	82%	
37-401-304 Website	2,775	0.00	0.00	412.50	412.50	2,362.50	15%	
37-401-306 Awning 25% Fund	500	0.00	0.00	0.00	0.00	500.00		
37-401-307 Special Events	600	0.00	0.00	0.00	0.00	600.00		
37-401-309 Advertising	4,483	0.00	3,586.50	3,586.50	3,586.50	896.00	80%	
37-401-310 Dues & Subscriptions	3,000	415.00	100.00	421.00	421.00	2,164.00	28%	
37-401-325 NC Sales/Use Tax Paid (No Tax)	700	0.00	0.00	89.94	89.94	610.06	13%	
37-401-400 Liability Insurance	6,200	0.00	1,262.14	1,262.14	1,262.14	4,937.86	20%	
37-401-401 County Tax Collection Svs	8,000	0.00	76.27	92.89	92.89	7,907.11	1%	
37-401-405 Audit Expense	10,667	0.00	2,049.66	2,679.13	2,679.13	7,987.87	25%	
37-401-415 Economic Development	54,000	0.00	54,000.00	54,000.00	54,000.00	0.00	100%	
37-401-420 Attorney Fees	3,500	0.00	526.00	526.00	526.00	2,974.00	15%	
37-401-497 Sales & Uses Tax Expense	0	0.00	1,888.42	5,608.68	5,608.68	(5,608.68)		
37-401-499 Miscellaneous Expense	3,000	0.00	559.67	829.67	829.67	2,170.33	28%	
37-401-801 Town Hall Roof Loan-Principal	5,555	0.00	451.28	1,353.84	1,353.84	4,201.16	24%	
37-401-803 USDA Town Hall/WS Loan Principal	4,486	0.00	0.00	0.00	0.00	4,486.00		
37-401-831 Town Hall Roof Loan - Interest Admin	113	0.00	20.98	62.94	62.94	50.06	56%	
37-401-833 USDA Town Hall/WS Loan Interest	2,794	0.00	0.00	0.00	0.00	2,794.00		
37-401-998 Contingency	3,392	0.00	0.00	0.00	0.00	3,391.83		
General Government Totals:	458,815	29,109.53	97,746.42	158,542.17	158,542.17	271,163.30	41%	
37-402-014 Mayor Part Time Salary	1,500	0.00	125.00	375.00	375.00	1,125.00	25%	
37-402-020 ER - FICA TAXES	115	0.00	9.56	28.68	28.68	86.32	25%	
37-402-200 Travel Expense	400	0.00	0.00	0.00	0.00	400.00		
37-402-295 Training	225	0.00	0.00	0.00	0.00	225.00		
37-402-402 Commission offsite meetings	150	0.00	0.00	150.00	150.00	0.00	100%	

Budget vs Actual

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Governing Body Totals:	2,390	0.00	134.56	553.68	553.68	1,836.32	23%
37-405-345 Zoning/Ordinances	10,000	0.00	0.00	1,543.12	1,543.12	8,456.88	15%
37-405-407 Branded Clothing Sales	500	0.00	0.00	0.00	0.00	500.00	
37-405-430 Historic District Comm	220	0.00	0.00	0.00	0.00	220.00	
37-405-440 Run Warrenton 5K	2,500	0.00	0.00	0.00	0.00	2,500.00	
37-405-450 Revitalization Comm	9,500	0.00	0.00	0.00	0.00	9,500.00	
37-405-470 Small Town Maint St	2,200	0.00	0.00	375.00	375.00	1,825.00	17%
Non-Departmental Totals:	24,920	0.00	0.00	1,918.12	1,918.12	23,001.88	8%
37-501-010 SALARY FULL TIME	259,271	0.00	21,974.16	65,346.32	65,346.32	193,924.68	25%
37-501-014 Salary - Part Time	20,000	0.00	4,060.00	11,240.00	11,240.00	8,760.00	56%
37-501-016 Police Clerical Salary	35,495	0.00	4,629.60	10,802.40	10,802.40	24,692.60	30%
37-501-019 Salary - Over-Time	5,000	0.00	327.80	2,360.16	2,360.16	2,639.84	47%
37-501-020 ER-FICA Taxes	24,469	0.00	2,347.44	6,814.47	6,814.47	17,654.53	28%
37-501-030 ER - Retirement Orbit	60,816	0.00	4,661.58	13,397.81	13,397.81	47,418.19	22%
37-501-031 ER - 401K 5%	13,191	9,614.67	1,115.10	3,385.33	3,385.33	191.00	99%
37-501-040 ER - Health Insurance	46,712	27,272.54	2,424.12	10,823.10	10,823.10	8,616.36	82%
37-501-050 ER - Life Insurance	1,010	592.00	96.00	368.00	368.00	50.00	95%
37-501-060 ER - Workman's Comp	6,420	0.00	15.18	4,209.57	4,209.57	2,210.43	66%
37-501-200 Travel Expense	1,000	0.00	0.00	0.00	0.00	1,000.00	
37-501-203 Supplies	3,000	593.97	115.32	993.78	993.78	1,412.25	53%
37-501-204 Uniforms	2,000	1,475.00	71.98	519.09	519.09	5.91	100%
37-501-205 Equipment & Material	3,500	444.76	82.41	591.47	591.47	2,463.77	30%
37-501-250 Light, Heat & Security	8,908	4,227.22	771.74	1,467.45	1,467.45	3,213.33	64%
37-501-251 Telephone & Postage	9,767	7,929.11	158.15	1,829.05	1,829.05	8.84	100%
37-501-252 Fuel	20,000	14,530.28	2,681.23	5,469.72	5,469.72	0.00	100%
37-501-255 Bldg Maint/Clean Svs	5,604	4,598.24	416.66	449.99	449.99	555.77	90%
37-501-295 Training	2,000	0.00	0.00	189.00	189.00	1,811.00	9%
37-501-301 Computer Maint	5,106	3,330.00	0.00	816.00	816.00	960.00	81%
37-501-302 Software Support	6,740	746.74	4,927.25	5,417.75	5,417.75	575.51	91%
37-501-351 Maint & Repair Equip	3,500	37.59	0.00	0.00	0.00	3,462.41	1%
37-501-370 2019 Dodge Car 100	1,500	175.00	91.66	91.66	91.66	1,233.34	18%

Budget vs Actual

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37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-501-371 2017 Dodge Car 200	1,500	0.00	0.00	992.52	992.52	507.48	66%
37-501-372 2016 Dodge Car 300	1,500	6.00	172.34	172.34	172.34	1,321.66	12%
37-501-373 2017 Dodge Car 400	2,512	0.00	2,010.93	2,010.93	2,010.93	501.07	80%
37-501-374 2010 Ford Car 500	1,500	0.00	0.00	275.66	275.66	1,224.34	18%
37-501-375 2008 Ford Car 600	1,500	0.00	40.46	870.46	870.46	629.54	58%
37-501-376 2019 Dodge Car 700	1,500	0.00	291.19	291.19	291.19	1,208.81	19%
37-501-400 Liability Insurance	16,952	0.00	4,237.87	4,237.87	4,237.87	12,714.13	25%
37-501-415 Police Shots Medical	1,000	0.00	0.00	0.00	0.00	1,000.00	
37-501-433 COP Program	500	0.00	0.00	0.00	0.00	500.00	
37-501-436 PD Narcotics Tax/Proceeds	142	0.00	0.00	0.00	0.00	142.00	
37-501-499 Miscellaneous	4,660	934.00	336.82	1,686.42	1,686.42	2,039.58	56%
37-501-801 Town Hall Roof Loan Principal	5,280	0.00	451.28	1,353.84	1,353.84	3,926.16	26%
37-501-802 Police 2017 Cars Loan Principal (USDA)	4,343	0.00	0.00	4,342.69	4,342.69	0.31	100%
37-501-803 Police Security Camera Loan Principal (USDA)	1,272	0.00	0.00	0.00	0.00	1,272.00	
37-501-804 Police 2019 Cars Loan Principal (USDA)	4,681	0.00	0.00	0.00	0.00	4,681.00	
37-501-831 Town Hall Roof Loan - Interest PD	388	0.00	20.98	62.94	62.94	325.06	16%
37-501-832 Police 2017 Cars Loan Interest (USDA)	438	0.00	0.00	437.31	437.31	0.69	100%
37-501-833 Police Security Camera Loan Interest (USDA)	61	0.00	0.00	0.00	0.00	61.00	
37-501-834 Police 2019 Cars Loan Interest (USDA)	746	0.00	0.00	0.00	0.00	746.00	
Police Department Totals:	595,484	76,507.12	58,529.25	163,316.29	163,316.29	355,660.59	40%
37-601-014 Salary - Part Time Code Enforcement	3,000	0.00	275.40	1,591.95	1,591.95	1,408.05	53%
37-601-020 ER-FICA Taxes	230	0.00	21.06	71.39	71.39	158.61	31%
37-601-252 Fuel/Truck Expense/Insurance	435	0.00	0.00	0.00	0.00	435.00	

Budget vs Actual

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37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-601-352 Vehicle Maintenance	200	0.00	0.00	0.00	0.00	200.00	
37-601-437 Contract Srvs Fire Protection	70,000	0.00	5,833.33	17,499.99	17,499.99	52,500.01	25%
37-601-475 Donation to Town Fire	1,500	0.00	0.00	0.00	0.00	1,500.00	
37-601-476 Code Enforcement Exp	300	0.00	0.00	0.00	0.00	300.00	
37-601-710 Fire Museum Expense	10,000	0.00	10,000.00	10,000.00	10,000.00	0.00	100%
Fire Totals:	85,665	0.00	16,129.79	29,163.33	29,163.33	56,501.67	34%
37-651-330 Christmas Lights/Santa House	906	0.00	0.00	0.00	0.00	906.00	
37-651-331 Haley Haywood Park	1,415	0.00	121.00	121.00	121.00	1,294.00	9%
37-651-332 Signs below \$5,000	2,194	196.01	0.00	1,224.41	1,224.41	773.58	65%
37-651-333 Street Beautification - Below \$5,000	5,000	0.00	508.79	508.79	508.79	4,491.21	10%
37-651-335 Street Lighting Electric Bill	23,000	14,310.60	1,896.25	5,689.40	5,689.40	3,000.00	87%
Signs and Lights Totals:	32,515	14,506.61	2,526.04	7,543.60	7,543.60	10,464.79	68%
37-701-010 Salary - Full Time	57,484	0.00	6,512.64	14,397.04	14,397.04	43,086.96	25%
37-701-014 Salary - Part Time	16,643	0.00	1,739.73	3,511.29	3,511.29	13,131.71	21%
37-701-019 Over-Time	1,299	0.00	0.00	0.00	0.00	1,299.00	
37-701-020 ER-FICA Taxes	5,770	0.00	629.55	1,365.88	1,365.88	4,404.12	24%
37-701-030 ER - Retirement - Orbit	14,557	0.00	1,473.64	3,249.43	3,249.43	11,307.57	22%
37-701-040 ER-Health Insurance	16,687	10,549.67	1,408.92	5,460.05	5,460.05	677.28	96%
37-701-050 ER-Life Insurance	350	220.64	32.32	129.28	129.28	0.08	100%
37-701-060 ER-Workman's Comp	1,837	0.00	0.00	1,827.28	1,827.28	9.72	99%
37-701-203 Supplies	3,600	159.21	245.80	(300.05)	(300.05)	3,740.84	-4%
37-701-204 Uniforms	3,869	3,270.82	188.11	598.18	598.18	0.00	100%
37-701-251 Telephone & Postage	936	810.00	0.00	126.00	126.00	0.00	100%
37-701-252 Fuel	15,000	7,978.31	923.52	2,341.77	2,341.77	4,679.92	69%
37-701-312 Tree Removal	1,200	0.00	0.00	0.00	0.00	1,200.00	
37-701-351 Maint & Repair Equip	7,250	0.00	65.00	241.91	241.91	7,008.09	3%
37-701-352 Vehicle Maintenance	6,000	0.00	1,033.53	1,159.56	1,159.56	4,840.44	19%
37-701-400 Liability Insurance	5,738	0.00	1,388.85	1,388.85	1,388.85	4,349.15	24%

Budget vs Actual

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37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-701-431 Street Debris Disposal	6,000	1,000.00	0.00	2,500.00	2,500.00	2,500.00	58%
Streets Totals:	164,220	23,988.65	15,641.61	37,996.47	37,996.47	102,234.88	38%
37-710-361 Maint & Repair POWELL BILL	24,788	0.00	0.00	0.00	0.00	24,788.00	
37-710-405 Audit Expense POWELL BILL	100	0.00	0.00	0.00	0.00	100.00	
Powell Bill Totals:	24,888	0.00	0.00	0.00	0.00	24,888.00	
37-801-010 Salary - Full Time Sanitation	49,503	0.00	5,711.88	12,362.38	12,362.38	37,140.62	25%
37-801-019 Salary - Over Time Sanitation	692	0.00	0.00	0.00	0.00	692.00	
37-801-020 ER - FICA Sanitation	3,840	0.00	427.41	925.43	925.43	2,914.57	24%
37-801-030 ER - Retirement - Orbit Sanitation	9,688	0.00	1,082.40	2,314.11	2,314.11	7,373.89	24%
37-801-040 ER - Health Insurance	13,063	8,634.18	1,066.75	4,120.71	4,120.71	308.11	98%
37-801-050 ER - Life Insurance	259	172.56	21.60	86.40	86.40	0.04	100%
37-801-060 Workman's Compensation	4,080	0.00	0.00	4,059.19	4,059.19	20.81	99%
37-801-203 Supplies	1,000	59.45	0.00	261.99	261.99	678.56	32%
37-801-204 Uniforms	2,309	1,911.16	126.28	397.84	397.84	0.00	100%
37-801-251 Telephone & Postage	516	445.74	0.00	70.26	70.26	0.00	100%
37-801-252 Fuel	4,781	2,586.16	252.96	913.84	913.84	1,281.00	73%
37-801-350 Landfill Fees	20,250	15,101.63	1,914.86	4,898.37	4,898.37	250.00	99%
37-801-352 Vehicle Maintenance	1,000	0.00	49.43	111.50	111.50	888.50	11%
37-801-400 Liability Insurance	4,886	0.00	1,175.93	1,175.93	1,175.93	3,710.07	24%
Sanitation Totals:	115,867	28,910.88	11,829.50	31,697.95	31,697.95	55,258.17	52%
Expenses Totals:	1,504,764	173,022.79	202,537.17	430,731.61	430,731.61	901,009.60	40%
37 GENERAL FUND Revenues Over/(Under) Expenses:			(121,336.68)	(215,136.35)	(215,136.35)		

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38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
38-351-401 Water Sales	801,660	0.00	63,053.66	194,365.45	194,365.45	(607,294.55)	24%
38-351-402 Debt Setoff WATER	78	0.00	0.00	156.32	156.32	78.32	200%
38-351-404 Sewer Services	623,274	0.00	46,935.26	145,792.19	145,792.19	(477,481.81)	23%
38-351-407 Debt Setoff SEWER	42	0.00	0.00	26.52	26.52	(15.48)	63%
38-351-408 Town Taps	18,000	0.00	2,461.58	2,718.54	2,718.54	(15,281.46)	15%
38-351-416 Dis/Reconnection Fee	8,972	0.00	395.83	1,703.75	1,703.75	(7,268.25)	19%
38-351-417 Fire Sprinkler	2,302	0.00	178.14	534.42	534.42	(1,767.58)	23%
38-351-418 Late Fees/Penalty/Cut Off	1,000	0.00	1,511.01	4,888.51	4,888.51	3,888.51	489%
38-351-419 Returned Check Fee	400	0.00	75.00	275.00	275.00	(125.00)	69%
38-351-420 Debt Setoff Late Fees/Penalty/Cut Off	55	0.00	0.00	81.34	81.34	26.34	148%
38-365-001 Interest Income	36	0.00	0.00	13.43	13.43	(22.57)	37%
38-365-014 Cash Over and Short (Daily Difference)	4	0.00	0.00	0.00	0.00	(4.00)	
38-365-410 Interest/investment Income NCCMT	23	0.00	0.00	805.98	805.98	782.98	3504%
38-365-421 Account Activation Fee	2,400	0.00	325.00	775.00	775.00	(1,625.00)	32%
38-365-851 Misc Revenue WATER	32	0.00	0.00	0.00	0.00	(32.00)	
Revenues Totals:	1,458,278	0.00	114,935.48	352,136.45	352,136.45	(1,106,141.55)	24%
Expenses							
38-851-010 Salary Full Time	105,650	0.00	11,556.42	28,085.06	28,085.06	77,564.94	27%
38-851-014 Salary - Part Time	16,987	0.00	2,033.65	4,604.24	4,604.24	12,382.76	27%
38-851-019 Salary Over-Time	7,308	0.00	215.77	735.91	735.91	6,572.09	10%
38-851-020 ER-FICA Taxes	9,941	0.00	1,011.05	2,423.64	2,423.64	7,517.36	24%
38-851-030 ER - Retirement Orbit	19,774	0.00	1,982.90	4,815.71	4,815.71	14,958.29	24%
38-851-040 ER - Health Insurance WATER	23,979	12,455.90	1,536.62	6,155.85	6,155.85	5,367.25	78%
38-851-050 ER - Life Insurance	500	284.80	35.60	142.40	142.40	72.80	85%
38-851-060 ER - Workman's Comp	1,162	0.00	7.59	1,162.31	1,162.31	0.00	100%

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38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
38-851-200 Travel Expense	215	0.00	0.00	0.00	0.00	215.00	
38-851-203 Supplies	35,000	2,693.22	2,528.80	8,501.58	8,501.58	23,805.20	32%
38-851-204 Uniforms	2,220	1,875.73	98.13	344.27	344.27	0.00	100%
38-851-250 Light & Heat & Security	5,042	2,603.92	456.49	913.41	913.41	1,524.67	70%
38-851-251 Telephone & Postage	8,320	6,408.89	476.98	1,901.39	1,901.39	9.72	100%
38-851-252 Fuel	10,300	6,356.80	787.09	1,713.31	1,713.31	2,229.89	78%
38-851-255 Bldg. Maint/Clean Svs	3,622	2,280.46	208.34	225.01	225.01	1,116.86	69%
38-851-260 Electric Tank/Pumps	4,200	1,961.89	37.19	338.11	338.11	1,900.00	55%
38-851-296 Continuing Education	1,006	0.00	50.00	1,005.98	1,005.98	0.02	100%
38-851-301 Computer Maintenance	2,000	967.50	54.21	341.15	341.15	691.35	65%
38-851-302 Software Support	9,400	300.00	651.96	8,289.86	8,289.86	810.14	91%
38-851-305 Technology Upgrades	2,250	0.00	0.00	0.00	0.00	2,250.00	
38-851-309 Advertising	265	0.00	0.00	0.00	0.00	265.00	
38-851-310 Dues & Subscriptions	450	112.50	157.50	336.84	336.84	0.66	100%
38-851-313 State Permits	1,250	0.00	870.00	870.00	870.00	380.00	70%
38-851-345 Water Tank Contract	18,000	13,295.85	0.00	4,431.95	4,431.95	272.20	98%
38-851-347 Lab Analysis	1,500	1,360.00	70.00	140.00	140.00	0.00	100%
38-851-351 Maint. & Repair Equip	3,000	0.00	97.50	1,743.13	1,743.13	1,256.87	58%
38-851-352 Vehicle Maintenance	3,750	0.00	801.44	801.44	801.44	2,948.56	21%
38-851-400 Town Liability Insurance	5,260	0.00	1,291.94	1,291.94	1,291.94	3,968.06	25%
38-851-405 Audit Expense	5,334	0.00	1,024.84	1,339.57	1,339.57	3,994.43	25%
38-851-448 External Contract	17,000	0.00	0.00	5,453.56	5,453.56	11,546.44	32%
38-851-451 Water Purchase	200,000	124,283.84	0.00	45,716.16	45,716.16	30,000.00	85%
38-851-801 Town Hall Roof Loan - Principal	2,778	0.00	225.64	676.92	676.92	2,101.08	24%
38-851-802 USDA Public Works Trucks - Princ Water	2,651	0.00	0.00	0.00	0.00	2,651.00	
38-851-803 USDA Town Hall/WS Loan Principal	27,000	0.00	0.00	0.00	0.00	27,000.00	
38-851-831 Town Hall Roof Loan - Interest	57	0.00	10.49	31.47	31.47	25.53	55%

Budget vs Actual

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38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Water							
38-851-833 USDA Town Hall/WS Loan Interest	14,130	0.00	0.00	0.00	0.00	14,130.00	
38-851-836 USDA Public Works Trucks - Int Water	267	0.00	0.00	0.00	0.00	267.00	
38-851-896 WS 25% of GF Expense	52,654	0.00	0.00	7,891.63	7,891.63	44,762.37	15%
38-851-998 Contingency	8,387	0.00	0.00	0.00	0.00	8,387.36	
Water Totals:	632,610	177,241.30	28,278.14	142,423.80	142,423.80	312,944.90	51%
38-852-010 Salary - Full Time	105,650	0.00	11,556.42	28,085.06	28,085.06	77,564.94	27%
38-852-014 Salary - Part Time	16,987	0.00	2,033.65	4,604.24	4,604.24	12,382.76	27%
38-852-019 Salary - Over Time Sewer	7,308	0.00	748.73	1,361.73	1,361.73	5,946.27	19%
38-852-020 ER - FICA Sewer	9,941	0.00	1,092.60	2,594.90	2,594.90	7,346.10	26%
38-852-030 ER-Retirement Orbit	19,774	0.00	2,066.36	4,910.52	4,910.52	14,863.48	25%
38-852-040 ER-Health Insurance SEWER	17,943	11,540.58	1,536.93	6,158.20	6,158.20	244.22	99%
38-852-050 ER-Life Insurance	500	289.92	36.24	144.96	144.96	65.12	87%
38-852-060 ER-Workman's Comp	1,162	0.00	7.58	1,162.31	1,162.31	0.00	100%
38-852-200 Travel Expense	215	0.00	0.00	0.00	0.00	215.00	
38-852-203 Supplies	25,602	2,599.67	2,509.94	12,803.30	12,803.30	10,199.03	60%
38-852-204 Uniforms	2,220	1,875.75	98.12	344.25	344.25	0.00	100%
38-852-250 Light & Heat & Security	6,000	2,665.37	425.76	851.96	851.96	2,482.67	59%
38-852-251 Telephone & Postage	8,320	6,408.71	476.95	1,901.33	1,901.33	9.96	100%
38-852-252 Fuel	10,300	6,356.82	787.09	1,713.28	1,713.28	2,229.90	78%
38-852-255 Bldg. Maint/Clean Svs	3,622	2,280.46	208.33	225.00	225.00	1,116.87	69%
38-852-260 Electric Tank/Pumps	9,000	6,658.01	627.79	1,841.99	1,841.99	500.00	94%
38-852-296 Continuing Education	625	0.00	0.00	0.00	0.00	625.00	
38-852-301 Computer Maint.	2,000	967.50	54.21	341.15	341.15	691.35	65%
38-852-302 Software Support	9,400	300.00	651.95	8,289.85	8,289.85	810.15	91%
38-852-305 Technology Upgrades	2,250	0.00	0.00	0.00	0.00	2,250.00	
38-852-309 Advertising	683	0.00	326.63	326.63	326.63	356.37	48%

Budget vs Actual

Town of Warrenton
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Period Ending 9/30/2022

38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
38-852-310 Dues & Subscriptions	450	112.50	157.50	336.83	336.83	0.67	100%
38-852-313 State Permits	1,500	0.00	0.00	0.00	0.00	1,500.00	
38-852-351 Maint & Repair Equip	3,000	0.00	97.50	1,743.12	1,743.12	1,256.88	58%
38-852-352 Vehicle Maintenance	3,750	0.00	801.41	801.41	801.41	2,948.59	21%
38-852-400 Liability Insurance	5,552	0.00	1,365.22	1,365.22	1,365.22	4,186.78	25%
38-852-405 Audit Expense	5,334	0.00	1,024.84	1,339.57	1,339.57	3,994.43	25%
38-852-435 Purchase of Sewer Services	363,112	0.00	0.00	22,405.10	22,405.10	340,706.90	6%
38-852-448 External Contract	17,000	0.00	3,158.00	5,023.94	5,023.94	11,976.06	30%
38-852-473 WWTP Rehab Annual Payment	25,700	0.00	0.00	0.00	0.00	25,700.00	
38-852-801 Town Hall Roof Loan - Principal	2,708	0.00	225.64	676.92	676.92	2,031.08	25%
38-852-802 USDA Public Works Trucks - Princ Sewer	2,567	0.00	0.00	0.00	0.00	2,567.00	
38-852-803 USDA Town Hall/WS Loan Principal	27,000	0.00	0.00	0.00	0.00	27,000.00	
38-852-804 NCDEQ Unity, Bute & Battle Sewer Rehab Princ Only	14,839	0.00	0.00	0.00	0.00	14,839.00	
38-852-809 John Riggans Easement Pmt	1,000	1,000.00	0.00	0.00	0.00	0.00	100%
38-852-811 NCDEQ Sewer Rehab Annual Loan- Principal	13,750	0.00	0.00	0.00	0.00	13,750.00	
38-852-831 Town Hall Roof Loan - Interest Sewer	57	0.00	10.49	31.47	31.47	25.53	55%
38-852-833 USDA Town Hall/WS Loan Interest	14,130	0.00	0.00	0.00	0.00	14,130.00	
38-852-836 USDA Public Works Trucks - Int Sewer	267	0.00	0.00	0.00	0.00	267.00	
38-852-837 NCDEQ Sewer Rehab Annual Loan- Interest	3,025	0.00	0.00	0.00	0.00	3,025.00	
38-852-896 WS 25% of GF Expense	52,654	0.00	0.00	7,891.63	7,891.63	44,762.37	15%
38-852-998 Contingency	8,770	0.00	0.00	0.00	0.00	8,770.36	
Sewer Expenses Totals:	825,668	43,055.29	32,085.88	119,275.87	119,275.87	663,336.84	20%

Budget vs Actual

Period Ending 9/30/2022

Expenses Totals:	1,458,278	220,296.59	60,364.02	261,699.67	261,699.67	976,281.74	33%
38 WATER / SEWER Revenues Over/(Under) Expenses:			54,571.46	90,436.78	90,436.78		

Budget vs Actual

Town of Warrenton
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Period Ending 9/30/2022

39 WWTP							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
39-351-405 Septic Disposal Service	56,940	0.00	4,025.00	12,275.00	12,275.00	(44,665.00)	22%
39-351-470 Town Sewer Revenues	363,112	0.00	0.00	22,405.10	22,405.10	(340,706.90)	6%
39-351-471 Sewer Revenues - County	194,153	0.00	0.00	11,979.81	11,979.81	(182,173.19)	6%
39-351-472 Sewer Rev Norlina	213,183	0.00	0.00	13,154.02	13,154.02	(200,028.98)	6%
39-365-001 Interest Income	2	0.00	0.00	0.50	0.50	(1.50)	25%
Revenues Totals:	827,390	0.00	4,025.00	59,814.43	59,814.43	(767,575.57)	7%
Expenses							
39-861-010 Salary - Full Time	186,071	0.00	20,075.90	48,463.66	48,463.66	137,607.34	26%
39-861-014 Salary - Part Time	17,097	0.00	2,068.95	3,590.06	3,590.06	13,506.94	21%
39-861-019 Over-Time	15,869	0.00	1,055.13	2,602.36	2,602.36	13,266.64	16%
39-861-020 ER-FICA Taxes	16,756	0.00	1,668.50	3,878.90	3,878.90	12,877.10	23%
39-861-030 ER - Retirement Orbit	39,040	0.00	3,612.64	8,617.60	8,617.60	30,422.40	22%
39-861-040 ER- Health Insurance	32,198	20,529.97	2,537.69	10,047.43	10,047.43	1,620.60	95%
39-861-050 ER-Life Insurance	625	401.92	50.24	200.96	200.96	22.12	96%
39-861-060 ER-Workman's Comp	2,324	0.00	15.18	2,259.21	2,259.21	64.79	97%
39-861-200 Travel Expense	500	0.00	0.00	0.00	0.00	500.00	
39-861-203 Supplies	57,000	1,693.16	1,982.91	7,584.61	7,584.61	47,722.23	16%
39-861-204 Uniforms	3,120	2,655.13	163.91	464.87	464.87	0.00	100%
39-861-250 Light, Heat & Security	105,000	74,193.13	8,636.18	25,806.87	25,806.87	5,000.00	95%
39-861-251 Telephone & Postage	8,403	6,448.60	413.35	1,928.93	1,928.93	25.47	100%
39-861-252 Fuel	10,250	7,468.26	1,135.72	2,201.84	2,201.84	579.90	94%
39-861-296 Continuing Education	2,000	0.00	0.00	185.00	185.00	1,815.00	9%
39-861-301 Computer Maint.	3,885	1,935.00	113.40	654.93	654.93	1,295.07	67%
39-861-302 Software Support	3,267	425.00	1,270.58	2,068.07	2,068.07	773.93	76%
39-861-305 Technology Upgrades	2,000	0.00	0.00	0.00	0.00	2,000.00	
39-861-309 Advertising	1,000	0.00	636.50	636.50	636.50	363.50	64%
39-861-310 Dues & Subscriptions	135	0.00	0.00	135.33	135.33	0.01	100%

Budget vs Actual

Town of Warrenton
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Period Ending 9/30/2022

39 WWTP							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
39-861-318 Freight Charges	1,750	1,285.82	143.85	488.34	488.34	(24.16)	101%
39-861-342 Maint & Repair Plant	80,000	122.97	12,429.98	13,684.20	13,684.20	66,192.83	17%
39-861-344 Sludge Removal	70,000	44,975.00	7,647.50	15,525.00	15,525.00	9,500.00	86%
39-861-345 Beaver Control	750	0.00	0.00	0.00	0.00	750.00	
39-861-346 Lab Material & Supplies	9,000	64.16	1,617.03	4,587.73	4,587.73	4,348.11	52%
39-861-347 Lab Analysis	18,565	14,310.50	1,363.00	2,772.50	2,772.50	1,482.00	92%
39-861-348 Tar - Pamlico Dues	3,000	0.00	0.00	0.00	0.00	3,000.00	
39-861-349 OSHAComp/Safety M&S	1,000	0.00	0.00	0.00	0.00	1,000.00	
39-861-352 Vehicle Maintenance	4,750	0.00	591.70	591.70	591.70	4,158.30	12%
39-861-400 Liability Insurance	14,624	0.00	3,610.55	3,610.55	3,610.55	11,013.45	25%
39-861-405 Audit Expense	10,667	0.00	2,049.66	2,679.13	2,679.13	7,987.87	25%
39-861-441 Certify Lab Services	1,000	0.00	0.00	0.00	0.00	1,000.00	
39-861-444 Permits & Fees	14,482	2,250.00	895.00	7,585.00	7,585.00	4,647.00	68%
39-861-446 Influent Debris Removal	5,655	2,563.11	732.43	1,276.89	1,276.89	1,815.00	68%
39-861-810 NCDEQ WWTP Phase 2 Principal	23,607	0.00	0.00	0.00	0.00	23,607.00	
39-861-897 WWTP 25% of GF Exp	56,781	0.00	0.00	9,218.46	9,218.46	47,562.54	16%
39-861-998 Contingency	5,219	0.00	0.00	0.00	0.00	5,218.66	
WWTP - Expenses Totals:	827,390	181,321.73	76,517.48	183,346.63	183,346.63	462,721.64	44%
Expenses Totals:	827,390	181,321.73	76,517.48	183,346.63	183,346.63	462,721.64	44%
39 WWTP Revenues Over/(Under) Expenses:			(72,492.48)	(123,532.20)	(123,532.20)		

Check Listing

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Check Number	Bank	Vendor	Date	Amount
65215	30	AMERICAN WATER WORKS	09/01/2022	<u>\$406.00</u>
65216	30	HACH COMPANY	09/01/2022	<u>\$1,265.97</u>
65217	30	LAWMENS	09/01/2022	<u>\$64.14</u>
65218	30	MERITECH INC	09/01/2022	<u>\$1,433.00</u>
65219	30	NC INTERLOCAL RISK MANAGMENT	09/01/2022	<u>\$60.71</u>
65220	30	Purchase Power (Pitney Bowes)	09/01/2022	<u>\$100.00</u>
65221	30	QUILL CORPORATION	09/01/2022	<u>\$357.03</u>
65222	30	UNIFIRST CORPORATION	09/01/2022	<u>\$425.21</u>
65223	30	US CELLULAR	09/01/2022	<u>\$1,398.12</u>
65224	30	WALKER AUTO STORES	09/01/2022	<u>\$25.96</u>
65225	30	CAPITAL FORD, INC GOVERNMENT SALES	09/02/2022	<u>\$59,171.00</u>
65226	30	NC DIVISION OF MOTOR VEHICLES VOIDED	09/02/2022	<u>\$2,006.00</u>
65227	30	NC DIVISION OF MOTOR VEHICLES	09/06/2022	<u>\$1,781.13</u>
65228	30	CARDNO USA, INC.	09/07/2022	<u>\$24,070.63</u>
65229	30	MULTIMEDIA SALES & MARKETING	09/07/2022	<u>\$270.00</u>
65230	30	AMAZON CAPTIAL SERVICES, INC.	09/09/2022	<u>\$189.48</u>
65231	30	CAROLINA DIGITAL PHONE INC	09/09/2022	<u>\$316.00</u>
65232	30	CHADWICK INSTRUMENT SERVICE	09/09/2022	<u>\$1,944.72</u>
65233	30	Community Eye Care	09/09/2022	<u>\$101.40</u>
65234	30	Core & Main	09/09/2022	<u>\$3,191.35</u>
65235	30	DUKE ENERGY PROGRESS	09/09/2022	<u>\$1,769.21</u>
65236	30	FOSTER SEPTIC TANK CLEANING	09/09/2022	<u>\$1,812.50</u>
65237	30	HARRIS EQUIPMENT COMPANY	09/09/2022	<u>\$11,965.80</u>
65238	30	HOLLAND INDUSTRIAL	09/09/2022	<u>\$371.30</u>
65239	30	NORTH CAROLINA 811, INC	09/09/2022	<u>\$25.00</u>
65240	30	OLD DOMINION BRUSH CO.	09/09/2022	<u>\$92.52</u>
65241	30	Spectrum Business	09/09/2022	<u>\$129.98</u>
65242	30	UNIFIRST CORPORATION	09/09/2022	<u>\$397.79</u>
65243	30	UNITED PARCEL SERVICE	09/09/2022	<u>\$36.00</u>
65244	30	WILSON'S WATER SERVICES	09/09/2022	<u>\$750.00</u>
65245	30	WRIGHT EXPRESS FSC	09/09/2022	<u>\$2,681.23</u>
65246	30	BANZET, THOMPSON, STYERS & MAY, PLLC	09/12/2022	<u>\$54,526.00</u>

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Check Number	Bank	Vendor	Date	Amount
65247	30	AMAZON CAPTIAL SERVICES, INC.	09/13/2022	<u>\$145.21</u>
65248	30	CITIZENS INSURANCE & BONDING,	09/13/2022	<u>\$14,375.00</u>
65249	30	DOCUMENT SYSTEMS, INC	09/13/2022	<u>\$412.61</u>
65250	30	DUKE ENERGY PROGRESS	09/13/2022	<u>\$298.30</u>
65251	30	GRANVILLE FARMS, INC.	09/13/2022	<u>\$7,647.50</u>
65252	30	PETE SMITH TIRE & QUICK LUBE, INC	09/13/2022	<u>\$2,781.66</u>
65253	30	RJA FIRE EXTINGUISHERS SALES & SERVICE, INC.	09/13/2022	<u>\$412.05</u>
65254	30	SONITROL INTEGRATED SECURITY	09/13/2022	<u>\$1,344.00</u>
65255	30	SOUTHERN SOFTWARE, INC.	09/13/2022	<u>\$3,690.00</u>
65256	30	UNITED PARCEL SERVICE	09/13/2022	<u>\$36.00</u>
65257	30	USA Bluebook	09/13/2022	<u>\$61.20</u>
65258	30	CENTURY LINK COMMUNICATIONS	09/16/2022	<u>\$291.70</u>
65259	30	DUKE ENERGY PROGRESS	09/16/2022	<u>\$10,104.07</u>
65260	30	JOYCE AND COMPANY, CPA	09/16/2022	<u>\$6,149.00</u>
65261	30	LAKE GASTON SIGNS & GRAPHIC CO.	09/16/2022	<u>\$500.00</u>
65262	30	NATIONAL POWER	09/16/2022	<u>\$950.08</u>
65263	30	NCDEQ-DIVISION OF VOIDED	09/16/2022	<u>\$870.00</u>
65264	30	PROFESSIONAL MAIL SERVICES, INC	09/16/2022	<u>\$595.24</u>
65265	30	ROBERT DAVIE	09/16/2022	<u>\$69.38</u>
65266	30	WARREN COUNTY PUBLIC WORKS	09/16/2022	<u>\$1,914.86</u>
65267	30	A FULL CLEANING SERVICES LLC VOIDED	09/22/2022	<u>\$180.00</u>
65268	30	DUKE ENERGY PROGRESS	09/22/2022	<u>\$74.09</u>
65269	30	GFL ENVIRONMENTAL	09/22/2022	<u>\$732.43</u>
65270	30	PETE SMITH TIRE & QUICK LUBE, INC	09/22/2022	<u>\$5,054.29</u>
65271	30	TIME WARNER CABLE	09/22/2022	<u>\$177.97</u>
65272	30	TIME WARNER CABLE	09/22/2022	<u>\$117.97</u>
65273	30	TUCKER'S CONSTRUCTION LLC	09/22/2022	<u>\$1,221.42</u>
65274	30	A FULL CLEANING SERVICES LLC	09/22/2022	<u>\$540.00</u>
65275	30	BLUE RIDGE SPRINGS, INC	09/22/2022	<u>\$59.65</u>
65276	30	COUNTRYBOY'S EXCAVATING	09/22/2022	<u>\$200.00</u>
65277	30	DUKE ENERGY PROGRESS	09/22/2022	<u>\$188.58</u>

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Check Number	Bank	Vendor	Date	Amount
65278	30	H.B. Poythress & Assoc.LLC	09/22/2022	<u>\$216.02</u>
65279	30	HUMANA SPECIALTY BENEFITS	09/22/2022	<u>\$29.38</u>
65280	30	KING'S FITNESS & NUTRITION CENTER	09/22/2022	<u>\$330.00</u>
65281	30	NC DEPT. OF ENVIRONMENTAL QUALITY	09/22/2022	<u>\$870.00</u>
65282	30	NCL OF WISCONSIN, INC.	09/22/2022	<u>\$330.51</u>
65283	30	United Healthcare	09/22/2022	<u>\$13,751.39</u>
65284	30	UNUM LIFE INSURANCE COMPANY OF AMERICA	09/22/2022	<u>\$571.16</u>
65285	30	WALKER AUTO STORES	09/22/2022	<u>\$12.21</u>
65286	30	NCWTFO CERTIFICATION BOARD	09/22/2022	<u>\$50.00</u>
65287	30	FIRST CITIZENS BANK	09/23/2022	<u>\$2,719.46</u>
65288	30	BLUE RIDGE SPRINGS, INC	09/26/2022	<u>\$41.70</u>
65289	30	BOWERS & BURROWS INC	09/26/2022	<u>\$1,068.55</u>
65290	30	COLUMBIAN MUTUAL LIFE INS CO	09/26/2022	<u>\$37.88</u>
65291	30	FLEMING INVESTMENT COMPANY	09/26/2022	<u>\$3,000.00</u>
65292	30	FRONTIER NATURAL GAS	09/26/2022	<u>\$12.42</u>
65293	30	HARRIS EQUIPMENT COMPANY	09/26/2022	<u>\$2,183.00</u>
65294	30	HOLLAND INDUSTRIAL	09/26/2022	<u>\$7,620.28</u>
65295	30	NC RURAL WATER ASSOCIATION	09/26/2022	<u>\$435.00</u>
65296	30	UNITED PARCEL SERVICE	09/26/2022	<u>\$36.00</u>
65297	30	VICTOR BULLOCK	09/26/2022	<u>\$150.00</u>
65298	30	AMAZON CAPTIAL SERVICES, INC.	09/30/2022	<u>\$129.50</u>
65299	30	ANDREW SMILEY	09/30/2022	<u>\$288.91</u>
65300	30	FRONTIER NATURAL GAS	09/30/2022	<u>\$8.28</u>
65301	30	HARRIS ENTERPRISES	09/30/2022	<u>\$2,124.33</u>
65302	30	HERITAGE MULCH COMPANY, LLC	09/30/2022	<u>\$605.00</u>
65303	30	HOLLAND INDUSTRIAL	09/30/2022	<u>\$461.47</u>
65304	30	INFORMATION TECHNOLOGY SERVICE	09/30/2022	<u>\$175.42</u>
65305	30	INVOICE CLOUD, INC.	09/30/2022	<u>\$141.60</u>
65306	30	LAKE BALANCE CALIBRATION SOLUTIONS	09/30/2022	<u>\$84.00</u>
65307	30	McMASTER-CARR SUPPLY COMPANY	09/30/2022	<u>\$415.74</u>
65308	30	MUNICIPAL INSURANCE TRUST	09/30/2022	<u>\$802.99</u>
65309	30	PLUMMER HOOK & LADDER MUSEUM	09/30/2022	<u>\$10,000.00</u>

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Check Number	Bank	Vendor	Date	Amount
65310	30	PRESERVATION NORTH CAROLINA	09/30/2022	\$100.00
65311	30	PRUDENTIAL RETIREMENT	09/30/2022	\$1,504.10
65312	30	SOUTHERN SOFTWARE, INC.	09/30/2022	\$4,949.00
65313	30	UNITED PARCEL SERVICE	09/30/2022	\$35.85
65314	30	VERIZON WIRELESS	09/30/2022	\$320.08
65315	30	WARREN AUTO PARTS, INC.	09/30/2022	\$20.84
65316	30	WOMACK PUBLISHING CO. INC.	09/30/2022	\$4,279.63
65317	30	WRIGHT EXPRESS FSC	09/30/2022	\$2,177.27
103	Checks Totaling -			\$296,418.41

Totals By Fund

	Checks	Voids	Total
34	\$4,015.16	\$180.00	\$3,835.16
36	\$1,911.00		\$1,911.00
37	\$111,795.44		\$111,795.44
38	\$29,073.74	\$870.00	\$28,203.74
39	\$49,819.45		\$49,819.45
69	\$62,958.13	\$2,006.00	\$60,952.13
70	\$11,980.79		\$11,980.79
71	\$24,864.70		\$24,864.70
Totals:	\$296,418.41	\$3,056.00	\$293,362.41

Activity Log Event Summary (Cumulative Totals)

Warrenton Police Department

(09/01/2022 - 09/30/2022)

911 Hang-up	2	Accident	5
Alarm Activation	17	Assault w/weapon (non- physical)	1
Assault-Physical	1	Assist Highway Patrol	1
Assist Motorist	1	Assist NPD	1
Assist Other Department	1	Assist WC EMS	8
Assist WCSO	8	Breathalyzer Examinations	1
Civil Dispute	1	Dispute	1
Disturbance	8	Downed Tree / Power Line	3
DWI	1	Escort	2
Foot Patrol	3	Found Property/Item	1
Injury to Personal Property	2	Injury to Real Property	1
Investigation and/or Interview	2	Larceny	5
Loitering	3	Medical / Person Hurt or Sick	1
Mental Patient	1	Non Law Enforcement Issue	2
Open Door (Business)	1	Ordinance Violation	6
Other	7	Parking Violation	6
Patrol	23	Property Check – Business	80
Speeding to Elude Arrest	1	Stolen Vehicle	1
Suspicious Person / Vehicle	7	Talk with Officer	5
Traffic Control	3	Traffic Light / Street Safety Issue	2
Traffic Stop	44	Training	1
Trespassing	5	Vehicle Maintenance	2
Warrant	1	Welfare Check	2

Total Number Of Events: 281

Activity Detail Summary (by Category)

Warrenton Police Department

(09/01/2022 - 09/30/2022)

Incident\Investigations

13A - Aggravated Assault	3
23H - All Other Larceny	3
240 - Motor Vehicle Theft	1
26A - False Pretenses/Swindle/Confidence Game	1
290 - Destruction/Damage/Vandalism of Property	4
35A - Drug/Narcotic Violations	2
520 - Weapon Law Violations	2
90D - Driving Under the Influence	1
90Z - All Other Offenses	6

Total Offenses 23

Total Incidents 14

Arrests

35A - Drug/Narcotic Violations	2
90D - Driving Under the Influence	1

Total Charges 3

Total Arrests 3

Accidents

Total Accidents 0

Citations

Driving While License Revoked	4
No Operator License	2
Other (Infraction)	2
Passenger Seat Belt - Juvenile	1
Speeding (Infraction)	4
Secondary Charge	7

Total Charges 20

Activity Detail Summary (by Category)

Warrenton Police Department

(09/01/2022 - 09/30/2022)

Citations

Total Citations	13
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Warning Tickets

Vehicle Registration: Expired	1
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Total Charges	1
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Total Warning Tickets	1
-----------------------	---

Ordinance Tickets

Fail to Maintain Order	1
------------------------	---

Fire Lane Violation	2
---------------------	---

Minimum Security Requirement	1
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Noise Ordinance	1
-----------------	---

Security Not Plainly Visible to all required areas	1
--	---

Security Uniform Violation	1
----------------------------	---

Total Ordinance Tickets	7
-------------------------	---

Criminal Papers

Total Criminal Papers Served	0
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Total Criminal Papers	0
-----------------------	---

Civil Papers

Total Civil Papers Served	0
---------------------------	---

Total Civil Papers	0
--------------------	---

Memo

To: Town Commissioners
From: Bill Perkinson
CC: Mayor, Town Administrator
Date: October 4, 2022
Re: September 2022 Monthly Activity Report for Public Works

Water and Sewer

- **Water and Sewer System Needs – Unfunded:** (1) West Ridgeway St. sewer main (general location is in area between Ridgeway Street and Fairlane Drive) – Determine exact location of sewer main and right of way. (2) Install magnetic flow meter in 14-inch sewer force main where Town of Norlina's and Warren County's Sewer enters Town of Warrenton's sewer system (meter would give us precise measurement of volume of sewer in route to the wastewater treatment plant from our partners thus helping to ensure accurate portioning of monthly wastewater treatment expense between the three partners). (3) Purchase water and sewer line camera/locating equipment. (4) Purchase water main valve exercising equipment.
- **Completed Water and Sewer System Maintenance/Repair Related Information:** (1) Preventative Maintenance – F & M Sewer Lift Station – Cleaned grease and scum from wet well. Contractor: Foster Septic Tank Service (Labor – \$375.00). (2) Locate Services – Located sewer main near 535 W. Ridgeway Street. Contractor: Country Boy's Excavating (Labor - \$200.00). (3) New Sewer Service Installation – 535 W. Ridgeway Street – Installed new 4-inch sewer service. Customer paid for installation with tap fee. – Contractor: Harris Equipment Company (Labor and Materials - \$2,183.00). (4) Repair – Riggans Sewer Lift Station – Welded and repaired stainless steel vacuum pipe. – Contractor: Andrew Smiley (Labor and Materials - \$270.00). (5) Emergency Repair – Riggan's Sewer Lift Station – Trouble-shooted and repaired issue with generator coolant system. – Contractor: Harris Enterprises (Labor - \$130.00).

Total cost for Maintenance and Repair Equipment (Account No. 38-851-351 & 38-852-351) - \$195.00

Total cost for External Contract Maintenance and Repair (Account No. 38-851-448 & 38-852-448) - \$3,158.00

Streets and Sanitation

- **Current Tasks:** Tree pruning. Street curb and gutter cleaning. Signs repair/replacement. Loose leaves/debris pick-up. Grass Cutting

Memo

To: Town Commissioners
From: Bill Perkinson
CC: Mayor, Town Administrator, Warren County Director of Public Works, Norlina Director of Public Works
Date: October 4, 2022
Re: September 2022 Monthly Activity Report for WWTP

- **Pending Equipment Repairs:** **(1)** Effluent filter controls – Safety issue - Replace cylinders and control mechanism for valves located in pit area of filter building. **(2)** Sand blast and refinish site metal structures. **(Estimated Cost – Refinishing remaining structures - \$58,000)** **(3)** Jet-Vac truck services to clean influent wet well, sludge recirculation building well, and scum pit. **(Estimated Cost - \$7,500)**
- **Completed Plant Maintenance/Repair Related Information:** **(1)** Emergency Repair – Influent Pump No. 2. Replacement 75 HP electrical motor and sheaves for original 40-year-old unit that failed and was not practical to repair. Supplier: Holland Industrial (Parts - \$7,570.73). **(2)** Preventative Maintenance – Plant effluent meter and chlorine and sulfur dioxide gas dispensing equipment. Calibrated meter and performed annual pm on gas dispensing equipment. Contractor: Chadwick Instrumentation Service (Labor - \$1,300.00, Parts - \$521.75). **(3)** Preventative Maintenance – Oxidation Ditch No. 2. Removed scum and vegetation. Contractor: Harris Enterprises (Labor - \$1,600.00), Additional Contractor: Foster Septic Tank Service (Labor - \$1,437.50).

Total cost for Repairs (Account No. 39-861-342) - \$12,429.98

- **Plant Discharge Quality:** Our discharge quality remained good throughout the entire month; 11.63 million gallons were treated.



Walter M. Gardner, Jr. – Mayor
Robert F. Davie, Jr. – Town Administrator

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BOC Meeting September 2022 – Action Items Checklist

1. Execute annexation resolution, file copy of resolution with Register of Deeds, update Ordinance Book as addition to Table 1. (cont.)
 - ✓ Done for Hayley Haywood property. Mayor reviewing other annexed properties.
2. Revisit sewer vent at Hazelwood with town engineer
 - ✓ Engineer suggests alternatively increasing or changing additive that County puts in. Still investigating. (cont.)
3. Execute USDA grant paperwork
 - ✓ Done
4. Update zoning map with changes to Holland Bland Road (Michael Bernstein parcel). Prepare zoning map for update with BOC.
5. Execute resolution for Rural Transformation Grant for parking lot application.
 - ✓ Done
6. Execute resolution for Rural Transformation Grant for Water/Sewer, WWTP, storm water applications.
 - ✓ Done
7. Execute EZtask web hosting renewal agreement.
 - ✓ Done
8. Review five years of accident and incident reports along N. Main, S. Main and E. Macon Streets including speeding violations for request to NC DOT for speed limit change.
 - ✓ Done
9. Determine funding options for three solar-powered, flashing, speed signs.
 - ✓ Done
10. Make recommendation for funding of grant application for streetscape.
 - ✓ Underway
11. Refer to Planning Board for their October 5 meeting the review of the Adult and Bar ordinances.
 - ✓ Underway
12. Advertise public hearing prior to October BOC meeting for comments on proposed Adult and Bar ordinances.
 - ✓ Done



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STATUS OF GRANTS

(Fund 55) NC DEQ Water Infrastructure WWTP -- \$2,100,000 to rehab most severe areas of WWTP

- Town \$1,600,000 with 100% grant and Town to pay 1.5% processing fee. Town borrowing additional \$500,000 to pay for cost increases in marketplace.
- Waiting for electrical components, delayed in manufacturing.

(Fund 72) NC Main Street Solutions Warrenton Brewery Grant - \$100,000 grant with 2 to 1 match. This grant is to help renovate 120 S. Main Street for a Brewery and Meadery.

- NC Commerce and Main Street extended the grant deadline to December 31, 2021. New owners have applied for transfer of grant funding from Commerce. Commerce has approved transfer of grant.
- Into six-month job reporting period.

(Fund 67) NC Neighborhood Revitalization Program

- CDGB funds to assist in repairing houses owned by citizens of low or moderate incomes.
- Preliminary title work completed (legal).
- NC Commerce has granted an additional \$200,000 in funding due to construction cost increases.
- Visited home dealer in Roanoke Rapids with three homeowners and grant administrator to select models to put on order.

(Fund 68) Building Reuse Grant

- Town awarded \$50,000 from NC Commerce for Warrenton Veterinary Clinic.
- Grant deadline extended to December 12, 2022.
- Reimbursement from NC Commerce has been received and paid out to Warrenton Veterinary Clinic
- Job reporting to Commerce and closeout documentation is underway.

(Fund 69) Volkswagen Settlement Grant

- Town awarded \$218,000 for new garbage and dump trucks.
- Utility/dump truck delivered to Town. Certificate of Destruction on old dump truck and reimbursement request underway.

(Fund 71) Brownfield Grant

- This grant will analyze the environmental issues with multiple properties in Warrenton.
- The Town has been officially been awarded a grant of \$300,000.
- Attended Brownfield Conference in Oklahoma City. Grant funds may NOT be utilized for building reconstruction, only environmental remediation.

(Fund 74) USDA Community Facilities \$154,488 (trucks)

- Trucks are on order with Chevrolet.

Applications since last BOC meeting:

- NC Commerce Rural Transformation Grant -- \$270,000 for municipal parking lot
- NC DEQ Water, Sewer and WWTP needs -- \$15,000,000
- NC DEQ Stormwater AIA grant – for study of stormwater issues
- FEMA Hazard Mitigation grant – for berm to prevent flooding at WWTP



Walter M. Gardner, Jr. – Mayor
Robert F. Davie, Jr. – Town Administrator

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Flashing Speed Signage

Chief Lane reviewed accident reports dating back to 2015 and compiled the number for the roadways of N. Main, S. Main, and E. Macon Streets. Most accidents in Warrenton occurred in parking lots or in the downtown area between Ridgeway and Plummer Streets.

The breakdown is as follows:

N. Main-----5

S. Main-----6

E. Macon-----16

When the Town previously requested that the Ridgeway speed limit be reduced, NCDOT only asked for the number of accidents.

However, we have tallied the total number of speeding violations since 2015, which equals 375. (However, it is not possible to break down speeding citations by location.)

The Town of Macon used ARP funding to purchase two at a cost of approximately \$8000. Carroll Harris stated that it has significantly slowed down traffic through Macon.

Data downloaded from Warrenton's battery-operated speed detector shows much lower average speeds when recording on battery operated speed detection sign. Sampled one day from 8:00AM until 9:00AM and the average speed of 351 vehicles was 21.21 MPH, with highs around 35 MPH and lows around 10 MPH.

Funding Options:

1. ARP funds. Town of Macon used ARP funding for purchase of two sign.
2. General Fund, Fund balance

Quote Number 00002306



Prepared By Sydney Burke
Phone (913) 428-3279
Fax (913) 492-1703
Email sburke@kustomsignals.com

Address 10901 W. 84th Terrace, Suite 100
Lenexa, KS 66214
United States
Created Date 9/7/2022
Expiration Date 12/7/2022

Quote To:

Name	Chief Goble Lane	Ship To Name	WARRENTON POLICE DEPT
Bill To Name	WARRENTON POLICE DEPT	Ship To	113 S BRAGG ST
Bill To	PO BOX 281		WARRENTON, NC 27589-0281
	WARRENTON, NC 27589-0281		USA
	USA		

Product Code	Quantity	Product Description	Sales Price	Total Price
5104	3.00	PMD 12 with Solar - 12" Amber LED display with flashing digit, Red/Blue and White strobe violator alerts, ambient light sensor, wireless, 50W solar panel, 26 Ah sealed lead acid battery with external enclosure and mounts, MUTCD compliant "YOUR SPEED" sign, and Kustom Console Android app with traffic data.	\$3,195.00	\$9,585.00

Totals

Subtotal	\$9,585.00
Shipping and Handling	\$444.00
Total Amount	\$10,029.00

* Applicable Sales Tax Not Included. Seller may charge Buyer a 25% restocking fee.

PMD 12 options for consideration (these are not included in the price total)

Android Tablet with Bluetooth loaded with Kustom Console Application for wireless programming and data retrieval
\$275.00

Additional mounting kit \$125.00

Portable padded case \$215.00

14 ' tall 4.5" diameter pole kit with base \$750.00

SCHOOL ZONE, MUTCD sign, black text on reflective yellow background \$105.00

WORK ZONE, MUTCD sign, black text on reflective safety orange background \$105.00

SPEED LIMIT, MUTCD sign, black text on reflective white background \$105.00

Quote Acceptance

Signature _____

Name _____

Title _____

Date _____

Quote Number 00002306



Prepared By Sydney Burke
Phone (913) 428-3279
Fax (913) 492-1703
Email sburke@kustomsignals.com

Address 10901 W. 84th Terrace, Suite 100
Lenexa, KS 66214
United States
Created Date 9/7/2022
Expiration Date 12/7/2022

**KUSTOM SIGNALS, INC.
TERMS AND CONDITIONS**

1. **APPLICABILITY.** Unless otherwise specified in a written bid, quote or contract, the following terms and conditions shall apply.

2. **PRICES AND TAXES.** Prices will be Kustom Signals, Inc.'s ("Seller") prices in effect on the date a purchase order is accepted by Seller, and Seller may change its prices at any time, in its sole discretion. All prices will be F.O.B. Chanute, Kansas, and net of any duties, sales, use or similar taxes, fees or assessments, and do not include shipping, packaging or any insurance costs, all of which are Buyer's responsibility.

3. **PAYMENT.** Unless otherwise provided on the face of the invoice, payment is due **30 days after invoice date** in US dollars. Partial payments are not permitted unless authorized in writing. Partial payments will be treated as non-payment. Each invoice is independent from shipping sequence and disputes relating to other invoices. Failure to pay an invoice within 30 days will be considered a default.

4. **DELIVERY AND PERFORMANCE.** Delivery dates are approximate. Seller disclaims all liability for late or partial delivery. Seller may deliver in such lots and at such times as is convenient for Seller.

5. **LOSS IN TRANSIT.** Risk of loss will pass to Buyer upon delivery of the goods to the carrier. In case of breakage or loss in transit, Buyer will have notation of same made on expense bill before paying freight. Seller may reject claims for shortages not made within 15 days of Buyer's receipt of the goods.

6. **TERMINATION, RESTOCKING CHARGES.** Buyer may terminate this purchase order for its convenience, in whole or in part, by written, faxed or telegraphic notice at any time. If Buyer terminates this purchase order for convenience, Buyer will be liable to Seller for Seller's reasonable costs incurred in the performance of this purchase order that Seller cannot mitigate. Unless otherwise agreed upon in advance in writing by Seller, Seller may charge Buyer a 25% restocking fee, if: (a) upon approval by Seller, the Buyer returns any non-defective goods covered by this invoice; or (b) prior to shipment, but after the goods are produced by Seller, Buyer cancels the order for the subject goods.

7. **WARRANTY.** Seller's warranty is provided separately.

8. **LIMITATION OF LIABILITY.** SELLER IS NOT LIABLE FOR ANY CONSEQUENTIAL, INDIRECT, OR INCIDENTAL DAMAGES, OR ANY LOST PROFITS OR LOST SAVINGS, EVEN IF A SELLER REPRESENTATIVE HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH LOSS, DAMAGES, CLAIMS OR COSTS, NOR IS SELLER LIABLE FOR ANY CLAIM BY ANY THIRD PARTY. SELLER'S AGGREGATE LIABILITY UNDER OR IN CONNECTION WITH THIS PURCHASE ORDER IS LIMITED TO THE AMOUNT PAID FOR THE GOODS.

9. **INDEMNIFICATION.** Buyer will indemnify, defend and hold Seller harmless from all losses, damages, liabilities and costs, including attorneys' fees, incurred or sustained by Seller as a result of any third party claim made against Seller, including a claim by a customer of Buyer, arising from its negligent, reckless, willful, or intentional actions in marketing and reselling the goods.

10. **EXPORT RULES.** Exports and re-exports of the goods may be subject to United States export controls and sanctions administered by the U.S. Department of Commerce Bureau of Industry and Security under its Export Administration Regulations ("EAR"). Buyer shall comply with all laws, rules and regulations applicable to the export or re-export of goods including but not limited to EAR which includes, among other things, screening potential transactions against the U.S. Government's (i) list of prohibited end users, and (ii) list of prohibited countries. Buyer represents and warrants that (i) it has not been charged with, convicted of, or penalized for, any violation of EAR or any statute referenced in EAR §766.25, and (ii) it has not been notified by any government official of competent authority that it is under investigation for any violation of EAR or any statute referenced in EAR §766.25.

11. **MISCELLANEOUS.** These terms and conditions, together with any other written agreement between Buyer and Seller, if any: (i) are the exclusive statements of the parties with respect to the subject matter and supersedes any prior or contemporaneous communications; (ii) may not be amended except in writing executed by the parties and will prevail in any case where the terms of Buyer's purchase order or other communication are inconsistent; (iii) will be interpreted and enforced in accordance with the laws of the State of Kansas, without giving effect to principles of conflicts of law. These terms and conditions are: (1) solely for the benefit of the parties, and no provision of these terms and conditions will be deemed to confer upon any other person any remedy, claim, liability, reimbursement, cause of action or other right. Each party consents to the exclusive personal jurisdiction of the state and federal courts located in the State of Kansas for purposes of any suit, action or other proceeding arising out of this Agreement, waives any argument that venue in any such forum is not convenient and agrees that the venue of any litigation initiated by either of them in connection with this Agreement will be in either the District Court of Johnson County, Kansas, or the United States District Court, District of Kansas. If any provision of these terms and conditions is unenforceable, the remaining provisions will remain in effect. No waiver (whether by course of dealing or otherwise) is effective unless it is made in writing and signed by the party to be charged with such waiver. Unless otherwise specified in writing, notices must be given in writing by registered or certified mail, return receipt requested, addressed to:

Kustom Signals, Inc.
Attn: Sales Dept.
9652 Loiret
Lenexa, KS 66219

Quote Acceptance

Signature _____

Name _____

Title _____

Date _____

Budget vs Actual

Town of Warrenton
9/30/2022 10:40:52 AM

Page 1 Of 1

Period Ending 6/30/2023

70 SR American Rescue Plan Grant								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
Revenues								
70-335-338 SR American Rescue Plan Grant Revenue	265,475	0.00	0.00	0.00	265,474.97	(0.03)	100%	
Revenues Totals:	265,475	0.00	0.00	0.00	265,474.97	(0.03)	100%	
Expenses								
70-431-700 Provision of General Admin Services SR ARP Expense	153,095	314.79	0.00	0.00	104.93	152,675.68	0%	
70-431-701 Provision of Water/Sewer Services SR ARP Grant	32,250	0.00	0.00	0.00	48,110.55	(15,860.55)	149%	
70-431-702 Provision of Park Services SR ARP Grant	23,100	0.00	0.00	0.00	23,100.00	0.00	100%	
70-902-702 Transfer Out to GF Expense from ARP Grant	27,486	0.00	0.00	0.00	27,485.93	0.00	100%	
70-902-703 Transfer Out to WS Expense from ARP Grant	29,544	0.00	0.00	0.00	29,542.67	1.00	100%	
Totals:	265,475	314.79	0.00	0.00	128,344.08	136,816.13	48%	
Expenses Totals:	265,475	314.79	0.00	0.00	128,344.08	136,816.13	48%	
70 SR American Rescue Plan Grant	Revenues Over/(Under) Expenses:		0.00	0.00	137,130.89			



Walter M. Gardner, Jr. – Mayor
Robert F. Davie, Jr. – Town Administrator

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GRANT PROJECT ORDINANCE
NC COMMERCE – MAIN STREET
(107 N Main St Renovation)

BE IT ORDAINED by the Board of Commissioners of the Town of Warrenton, North Carolina that, pursuant to Section 13.1 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project Ordinance is hereby adopted:

Section 1: The Grant Project authorized by the Board of Commissioners of the Town of Warrenton is for the purpose of receiving and distributing funds for the Main Street Downtown Redevelopment Grant awarded to the Town to renovate the building located at 107 N. Main Street in Warrenton.

Section 2: The Board of Commissioners of the Town of Warrenton directs the Town Administrator to proceed with the Grant Project within the terms of the grant documents, the rules and regulations of the NC Department of Commerce, Main Street Division and the budget contained herein.

Section 3: The following revenues are anticipated to be available to complete the project:

Reimbursable Grant	\$500,000
Legal Fees	\$ 28,600
Reimbursable COG Fee	\$ 5,000
Total	\$533,600

Section 4: The following amounts are appropriated for the project activities:

Building Renovation	\$500,000
Legal Fees	\$ 28,600
COG Fee	\$ 5,000
Total	\$533,600

Section 5: The Town Administrator is hereby directed to maintain within the Grant Project fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the grant agreement and Federal and State regulations.

Section 6: The Town Administrator is directed to include a detailed analysis of past and future costs and revenues of this Grant Project in every budget submission made to this Board of Commissioners.

Section 7: The Town Administrator shall be authorized to transfer appropriations within the various line items of this Grant Project ordinance, as he deems necessary, subject to the approval of the Local Government Commission. All such transfers shall be reported to the Board of Commissioners.

Walter M. Gardner, Jr. - Mayor

Date

Robert Davie - Town Administrator

Date

Warrenton Budget Amendments

Date:

10/10/2022

Number:

#3

Purpose of Amendment:

The purpose of this budget amendment is to increase the legal fees' expense line for the M.S. Downtown Redevelopment Grant (Milano's)

Fund Name:

Admin and Milano's Grant

Revenue

[illegible]

Subtotal

\$ 23,200

—

Total

\$ 23,200

Grand Total

—

Expenditure

[illegible]

\$ 23,200

\$ 23,200



Walter M. Gardner, Jr. – Mayor
Robert F. Davie, Jr. – Town Administrator

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Plummer Hook & Ladder Museum Funds Transfer

For audit compliance purposes the Board must direct staff, via a motion, to annually transfer funds from the Town's budget to the Plummer Hook and Ladder Museum. This would be a transfer of the designated, appropriated and unused funds to their newly formed 501-C3.

Request for motion to approve on ongoing annual basis.

Date:	10/10/2022
Number:	#4

Date:	10/10/2022
Number:	#4

Number:	#4
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The purpose of this budget amendment is to pay the unexpended fire museum expense budget 2022 to the Plummer Hook and Ladder Museum

General Fund Fire

[illegible]

Total	\$	9,984
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Grand Total	-
--------------------	----------

[illegible]

	\$	9,984	-
	\$	9,984	

\$ 9,984