



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

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**BOARD OF COMMISSIONERS REGULAR MEETING**  
**7:00 PM August 12, 2024**  
**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 Board Meeting of July 8, 2024, Minutes of Public Hearing of July 8, 2024
5. Consent Agenda
  - a. Mission and Goals
  - 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 Reports
  - g. Action Items from Prior BOC Meeting
6. Committee Reports
  - a. Finance and Administration (Ms. Hunter)
  - b. Public Works (Mr. Blalock)
  - c. Public Safety (Mr. Ayscue)
    - i. Chief of Police Appointment – for consideration
    - ii. Petrie Foundation Grant Application – for consideration
  - d. Human Resources/Information Technology (Mr. White)
  - e. Revitalization/Historic District Commission (Mr. Coffman)
    - i. Street Closings on E. Market St. – for discussion
  - f. Beautification/Facilities (Ms. Sourelis)
  - g. Planning/Zoning/Annexation (Mr. Young)
    - i. Sub-division Ordinance Needed – for information and discussion
7. Old Business
  - a. Status of Grants – for information
  - b. Estimated Water Increases from Kerr Lake Regional Water System – for information
8. New Business
  - a. Officer Pay – for information
  - b. Resolution for NCDEQ Grant for WWTP – for consideration
  - c. Resolution for NCDEQ Stormwater AIA Grant – for consideration
  - d. Budget Amendment – for consideration
9. Announcements
10. Adjournment

## **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**

**July 8, 2024**

**7:00 P.M.**

**Minutes**

Those in attendance were:

Mayor Walter Gardner	Commissioner Mary Hunter
Commissioner John Blalock	Commissioner Nat White
Commissioner Michael Coffman	Commissioner Dian Sourelis
Commissioner Aaron Ayscue	Commissioner Jason Young
Bill Perkinson, Public Works Director	
Tracy Stevenson, Minute Taker	

**Call to Order – Pledge of Allegiance and Moment of Silence**

Mayor Walter Gardner called the regular monthly meeting of the Town of Warrenton Board of Commissioners to order Monday, July 8, 2024, at 7:00 p.m. A Moment of Silence was held for all who are sick, suffering, and in need. The Pledge of Allegiance was led by Commissioner Young.

**Conflict of Interest Statement and Proposed Agenda**

The Conflict-of-Interest statement was reviewed. The Proposed Agenda was presented. Mayor Gardner requested that the following addition be made to the agenda:

*Committee Reports*

*Public Safety – Discuss Interim Chief of Police position.*

Commissioner Coffman made a motion to approve the proposed agenda with the addition as requested, with a second by Commissioner Young. The motion was approved by unanimous vote.

**Public Comments**

There were no public comments.

## **Minutes**

The minutes of the June 10, 2024, board meeting and public hearings were presented. Commissioner Coffman made a motion to approve the minutes as presented, with a second by Commissioner White. The motion was approved by unanimous vote.

## **Consent Agenda**

- (a) Mission and Goals
- (b) Monthly Check Report
- (c) Public Works Monthly Report
- (d) WWTP Monthly Report
- (e) Police Activity Report
- (f) Action Items from Prior BOC meeting

Commissioner Young made a motion to approve the Consent Agenda as presented with a second by Commissioner Coffman. The motion was approved by unanimous vote.

## **Committee Reports**

- (a) Finance and Administration –Commissioner Hunter had no additional report other than agenda items. Town Administrator, Robert Davie presented the Year-to-Date Revenue and Expenditure Reports (Budget vs. Actual). Mr. Davie stated that sales tax revenue was positive and interest income exceeded expectations, while property tax revenue was less than expected. Commissioner Young questioned whether the Town is still covering the rent for Henderson Fruit and Produce at the 140 S. Main Street location. Mr. Davie stated that the Town is set to pay the rent until September 1<sup>st</sup>. At that time, the contract states that the owner of Henderson Fruit and Produce will take over the rental payments.
- (b) Public Works – Commissioner Blalock had no additional report other than agenda items. He highlighted the three high priority repairs requested in Public Works Monthly Activity Report and emphasized these repairs were critical to operations.
- (c) Public Safety – Commissioner Ayscue had no additional report other than agenda items. Town Administrator, Robert Davie informed the board of two incidents in the Town over the weekend that prompted a meeting with the Assistant District Attorney and Town Attorney, Mitch Styers. He was informed during this meeting that State law required that an Interim Police Chief be appointed. The only full-time officer currently employed by the Town, Officer E. Tharrington agreed to function as Interim Chief of Police with limited duties until the position is filled. Mr. Davie stated that he would be meeting with the Assistant District Attorney and the Sheriff to discuss an MOU that would outline assistance to the Town of Warrenton. Mr. Davie stated that interviews for the Chief of Police position have been set for Tuesday, July 16, 2024. Mr. Davie suggested a temporary increase in salary of ten percent for Officer Tharrington while acting as Interim Chief. Commissioner Blalock made a motion to approve the appointment of Officer Tharrington as Interim Chief of Police with a temporary increase in salary of ten percent. A second to the motion was made by Commissioner White. The motion was approved by unanimous vote.
- (d) Human Resources – Information Technology – Commissioner White informed the board of two resignations of staff in the Public Works Department and stated that one of the positions has already been filled. He further stated that the part-time

position in the Water Department has been filled and the new hire is set to start on Wednesday, July 10, 2024.

- (e) Revitalization/Historic District Commission – Commissioner Coffman stated the Revitalization Committee is working on a mural project. The mural will consist of a bluebird design. The location of the mural will be the Four Girls and A Comb building. The building will be pressure washed to make sure the mural adheres properly.
- (f) Beautification/Facilities – Commissioner Sourelis had no additional report other than agenda items. Ms. Sourelis stated that she continues to work on the Main Street store front and façade improvements.
- (g) Planning/Zoning/Annexation – Commissioner Young had no additional report other than agenda items.

## **Old Business**

### **(a) Status of Grants –for information**

**NC DEQ Water Infrastructure WWTP** – Awaiting approval from NCDEQ with revised commitments.

**Fund 67 – NC Neighborhood Revitalization Program** – Third of three replacement houses now complete (Fairlane Drive). Resident moving in shortly.

**Fund 68 – Building Reuse Grant** – Final repayment made to Commerce and reimbursed by Warrenton Veterinary Clinic. Expect closeout soon.

**Fund 71 – Brownfield Grant** – \$32,000 of \$300,000 remaining in budget.

**Golden Leaf Storm Water Grant** – Engineer preparing bid documents.

**Southern Crescent Regional Commission**

Expecting official notice of award in July.

**NCLM Assistance Grant**

Scope of work to include:

- Compliance of zoning code with any updated requirements from state
- Review of sign ordinances
- Review of Special Use permit process
- Recommendations for driveway sizes
- Creation of basic subdivision ordinance

### **In Progress Grant Applications:**

- Town-wide Water System Improvements: \$1,564,600 (Received award notice)
- Stormwater Planning Grant: \$400,000 (Not awarded.)
- PARTF Grant application submitted for park parcels along Church and N. Hall Streets.
- NCDEQ applications for Wastewater and WWTP submitted for spring round of funding (award notification in Fall of 2024).

## **New Business**

### **(a) Budget Amendment for Fund 38, various emergency needs – for consideration**

Town Administrator Robert Davie presented Budget Amendment #1 to appropriate Fund Balance from Restricted Enterprise funds to address emergency needs not included in the budget. He stated this budget amendment is to appropriate W/S Fund Balance to replace both the 4-inch and the 8-inch Pressure Reading Valves located in the

vault located in the front of Warren County Public Utilities. All the water supplied to the Town's water system flows through these two valves. The valves throttle the system pressure so that the Town can maintain a consistent system pressure. These valves automatically open and close as needed in their operation. Commissioner Blalock made a motion to approve the Budget Amendment as presented with a second by Commissioner Coffman. The motion was approved by unanimous vote.

- (b) Warren County (KLRWS) Water Price Increase – for information** – Town Administrator Robert Davie informed the Board that he received notification from Warren County of a water rate increase. The County is raising its rates to its customers effective July 1, 2024. The rate increase will be passed along to Norlina as well as Warrenton. The rates are expected to increase again on July 1, 2025. Mr. Davie stated that the Town will need to increase water rates but requested another 30 days to make proper calculations before making a final recommendation to the Board.

- (c) Nomination of representative to serve on Warren County Tourism Development Authority – for discussion and consideration** – Mayor Walter Gardner informed the Board that the Warren County Board of Commissioners have adopted a resolution establishing a Warren County Tourism Development Authority and each of the municipalities within the county are asked to appoint a representative, for a three-year term, by August 9, 2024. Mayor Gardner recommended Commissioner Dian Sourelis. Commissioner Sourelis stated that she would take the position on a temporary basis while investigating further the details and time commitment required. Commissioner Hunter made a motion to appoint Commissioner Dian Sourelis as the Town of Warrenton representative for the Warren County Tourism Development Authority with a second by Commissioner Blalock. The motion was approved by unanimous vote.

**Announcements** – Mayor Gardner announced that a representative from Senator Don Davis's office will be at Norlina Town Hall on Wednesday, July 10, 2024, from 10:00 AM to 12:00 PM. Mayor Gardner announced that the Rotary Club will hold a mixer on July 16, 2024, at the Jacob Holt House.

With no further business, the meeting was adjourned.



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**PUBLIC HEARING**  
**2016 CDBG Project Closeout – (Milano's)**  
**July 8, 2024**  
**6:45 PM**

Mayor Gardner called the Public Hearing of the Town of Warrenton Board of Commissioners to order on Monday, July 8, 2024, at 6:45 p.m. The purpose of this public hearing is to invite citizen comment on the project and activities that have been accomplished through the 2016 CDBG Milano's of Warrenton Grant. The activities are complete, and the Town is in the process of closing out the 2016 CDBG Grant. Those attending were Mayor Walter Gardner, Town Administrator, Robert Davie, Commissioners Mary Hunter, John Blalock, Michael Coffman, Nat White, Dian Sourelis, Aaron Ayscue, and Jason Young.

Mayor Gardner asked for public comments.

There were no public comments, so the meeting was adjourned.

## Mission

### ***"Historically Great – Progressively Strong"***

Five key tenets of the Town's mission are: maintaining small town charm, keeping the business district active, keeping young people excited about living in Warrenton, increasing prosperity and vibrancy, and understanding and capitalizing on a variety of histories while engaging the future.

In the most recent goal setting workshop, the Board identified top priorities for the Town:

#### **GOAL 1: To improve water and sewer Infrastructure.**

##### Key Strategic Actions

Work on the \$15 million of improvements already identified

- 1.5M already completed
- Apply for grants every 6 months

Ongoing

#### **GOAL 2: To generate activity in downtown.**

##### Key Strategic Actions

Revisualize SpringFest

Short term

Encourage pop-ups, like Lake Gaston coffee

Short term

Explore intern possibilities

Short term

Clean up Storefronts

Short term;

Seek compliance on existing violations.

Ongoing

Develop (options for) job description and salary range for position

Medium term

Fund Start Streetscape Plan (only as oppty presents)

Ongoing

#### **GOAL 3: To add or enhance recreational opportunities.**

##### Key Strategic Actions

Secure Parks & Rec Trust Fund grant for appraisal of Church Street 11 acres

Short term

CORE

Ongoing

Eye out for grants for existing park improvements that could include...

Ongoing

#### **GOAL 4: To improve relationships with key partners.**

##### Key Strategic Actions

Staff and Elected officials to reach out to Warren County Schools to express Town's interest in supporting schools and solicit their needs that Town can help with

- Explore plans for abandoned elementary school
- Gauge developer interest in redeveloping into teacher housing

Short term

Staff and Elected officials to reply to invitation from Warren County Government to attend joint board meetings and shared interests.

- Possible suggest rotating meetings.
- Develop relationships with other area municipalities

Short term and  
Ongoing



**GOAL 5: To increase the availability and variety of housing options.**

**Key Strategic Actions**

Identify derelict properties. Consider fines or takeover and demolition.	Short term
Explore Main street options. Pay for acquisition or renovation?	Short term
Explore if abandoned elementary school can be converted to teacher housing	Medium Term
Connect with builders to determine their interest in available parcels	Ongoing
Eye out for opptys to add 'above retail' housing in downtown	Ongoing

**GOAL 6: To sustain the work of the organization.**

**Key Strategic Actions**

**Plan for Key Staff Retirements**

Network with area universities for interns (UNC MPA; SOG's Lead for NC; NC State for design) (short term)	Short term
Undertake informal salary study (on behalf of Police Department) by reaching out to NCLM or HRCentral or Warren County	Short term
Consider contracting for certification needs, when/where possible	Medium term
Encourage Kenny to keep getting certifications (ongoing)	Ongoing

## Budget vs Actual

Town of Warrenton  
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Period Ending 7/31/2024

34 FRONTIER WARREN								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
Revenues								
34-351-422 Rent Paid to Town Frontier Warren	48,540	0.00	2,170.00	2,170.00	2,170.00	(46,370.00)	4%	
Revenues Totals:	48,540	0.00	2,170.00	2,170.00	2,170.00	(46,370.00)	4%	
Expenses								
34-405-203 Supplies	500	0.00	0.00	0.00	0.00	500.00		
34-405-250 Lights/Heat/Security	3,000	1,440.32	234.68	234.68	234.68	1,325.00	56%	
34-405-251 Telephone/Internet	3,000	2,176.18	189.98	189.98	189.98	633.84	79%	
34-405-255 Bldg Maint/Clean Srvs	3,000	150.00	50.00	50.00	50.00	2,800.00	7%	
34-405-400 Liability Insurance	170	0.00	0.00	0.00	0.00	170.00		
34-405-422 Rent Paid by Town	36,000	15,000.00	6,000.00	6,000.00	6,000.00	15,000.00	58%	
34-405-499 Miscellaneous	2,870	0.00	0.00	0.00	0.00	2,870.00		
Non-Departmental Totals:	48,540	18,766.50	6,474.66	6,474.66	6,474.66	23,298.84	52%	
Expenses Totals:	48,540	18,766.50	6,474.66	6,474.66	6,474.66	23,298.84	52%	
34 FRONTIER WARREN Revenues Over/(Under) Expenses:			(4,304.66)	(4,304.66)	(4,304.66)			

## Budget vs Actual

Town of Warrenton  
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Period Ending 7/31/2024

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
37-302-301 Ad Valorem Taxes - Current	482,907	0.00	2,488.13	2,488.13	2,488.13	(480,418.87)	1%
37-302-302 Ad Valorem Taxes - Prior Year	5,000	0.00	5.95	5.95	5.95	(4,994.05)	0%
37-302-303 Ad Valorem Taxes - all other prior years	2,000	0.00	0.00	0.00	0.00	(2,000.00)	
37-302-304 Ad Valorem Taxes - Penalties & Interest	2,200	0.00	108.91	108.91	108.91	(2,091.09)	5%
37-307-310 Motor Vehicles - Current	54,180	0.00	6,385.35	6,385.35	6,385.35	(47,794.65)	12%
37-320-320 Local Option Sales Tax Monthly	377,000	0.00	30,539.26	30,539.26	30,539.26	(346,460.74)	8%
37-325-325 Utility Franchise Tax Quarterly	86,000	0.00	0.00	0.00	0.00	(86,000.00)	
37-325-328 Refund of Gas Tax paid monthly	1,000	0.00	0.00	0.00	0.00	(1,000.00)	
37-325-330 Solid Waste Disposal Tax Qrly	600	0.00	0.00	0.00	0.00	(600.00)	
37-335-335 Powell Bill	31,826	0.00	0.00	0.00	0.00	(31,826.00)	
37-345-345 Zone Board of Adj	3,000	0.00	150.00	150.00	150.00	(2,850.00)	5%
37-345-346 Code Enforcement	3,000	0.00	225.00	225.00	225.00	(2,775.00)	8%
37-351-353 Landfill Fees Residential	208,224	0.00	16,977.23	16,977.23	16,977.23	(191,246.77)	8%
37-351-356 Police Rpt Fees	50	0.00	0.00	0.00	0.00	(50.00)	
37-351-357 Court Fees	250	0.00	0.00	0.00	0.00	(250.00)	
37-351-360 Cell Tower Rent	32,340	0.00	2,695.00	2,695.00	2,695.00	(29,645.00)	8%
37-351-361 Parking/Ordinance Collections PD	500	0.00	0.00	0.00	0.00	(500.00)	
37-351-401 Debt Setoff Landfill	100	0.00	0.00	0.00	0.00	(100.00)	
37-365-001 Interest Income	50	0.00	0.00	0.00	0.00	(50.00)	
37-365-002 NCCMT Debt Setoff Disbursement	0	0.00	49.73	49.73	49.73	49.73	
37-365-351 Revitalization Comm	8,080	0.00	0.00	0.00	0.00	(8,080.00)	
37-365-366 Surplus Property	4,000	0.00	0.00	0.00	0.00	(4,000.00)	
37-365-370 WWTP 25% of GF Exp	61,428	0.00	0.00	0.00	0.00	(61,428.00)	
37-365-371 WS 25% of GF Exp	110,354	0.00	0.00	0.00	0.00	(110,354.00)	
37-365-401 Mis/Revenue/License Tags	0	0.00	80.00	80.00	80.00	80.00	

## Budget vs Actual

Town of Warrenton  
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Period Ending 7/31/2024

37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
37-365-410 Interest Investment NCCMT	28,000	0.00	0.00	0.00	0.00	(28,000.00)		
37-395-396 Appropriated Fund Balance (Budget Only)	27,712	0.00	0.00	0.00	0.00	(27,712.00)		
Revenues Totals:	1,529,801	0.00	59,704.56	59,704.56	59,704.56	(1,470,096.44)	4%	
Expenses								
37-401-010 Salary - Full Time	175,867	0.00	14,098.96	14,098.96	14,098.96	161,768.04	8%	
37-401-012 Salary - Adm Assistant	54,432	0.00	4,144.00	4,144.00	4,144.00	50,288.00	8%	
37-401-020 ER-FICA Taxes	13,454	0.00	1,077.96	1,077.96	1,077.96	12,376.04	8%	
37-401-021 ER-FICA Taxes - Adm Assistant	4,164	0.00	316.42	316.42	316.42	3,847.58	8%	
37-401-030 ER-Retirement - Orbit	47,096	0.00	3,730.68	3,730.68	3,730.68	43,365.32	8%	
37-401-040 ER-Health Insurance	19,730	2,250.00	450.00	450.00	450.00	17,030.00	14%	
37-401-050 ER-Life Insurance	576	0.00	0.00	0.00	0.00	576.00		
37-401-060 ER-Workman's Comp	299	0.00	298.62	298.62	298.62	0.38	100%	
37-401-200 Travel Expense	500	0.00	0.00	0.00	0.00	500.00		
37-401-203 Supplies	4,975	1,135.47	4.17	4.17	4.17	3,835.36	23%	
37-401-250 Light, Heat & Security	6,196	3,191.24	475.43	475.43	475.43	2,529.33	59%	
37-401-251 Telephone & Postage	4,000	2,449.63	287.17	287.17	287.17	1,263.20	68%	
37-401-255 Bldg. Maint/ Clean SVS	9,000	1,022.96	94.99	94.99	94.99	7,882.05	12%	
37-401-256 Bank Fees/ Petty Cash	3,750	0.00	300.00	300.00	300.00	3,450.00	8%	
37-401-295 Training	2,000	0.00	0.00	0.00	0.00	2,000.00		
37-401-301 Computer Maint	4,800	0.00	265.47	265.47	265.47	4,534.53	6%	
37-401-302 Software Support	2,000	454.09	0.00	0.00	0.00	1,545.91	23%	
37-401-304 Website	800	0.00	0.00	0.00	0.00	800.00		
37-401-305 Technology Upgrades	1,000	0.00	0.00	0.00	0.00	1,000.00		
37-401-306 Awning 25% Fund	500	0.00	0.00	0.00	0.00	500.00		
37-401-307 Special Events	2,225	0.00	0.00	0.00	0.00	2,225.00		
37-401-309 Advertising	2,270	0.00	0.00	0.00	0.00	2,270.00		
37-401-310 Dues & Subscriptions	3,500	131.00	1,853.00	1,853.00	1,853.00	1,516.00	57%	
37-401-325 NC Sales/Use Tax Paid (No Tax)	700	0.00	0.00	0.00	0.00	700.00		

## Budget vs Actual

Town of Warrenton  
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Period Ending 7/31/2024

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-401-400 Liability Insurance	7,500	0.00	0.00	0.00	0.00	7,500.00	
37-401-401 County Tax Collection Svs	8,000	0.00	39.03	39.03	39.03	7,960.97	0%
37-401-405 Audit Expense	12,084	6,913.73	4,586.27	4,586.27	4,586.27	584.00	95%
37-401-420 Attorney Fees	3,500	0.00	0.00	0.00	0.00	3,500.00	
37-401-497 Sales & Uses Tax Expense	0	0.00	1,773.29	1,773.29	1,773.29	(1,773.29)	
37-401-499 Miscellaneous Expense	4,986	0.00	0.00	0.00	0.00	4,986.00	
37-401-802 Truist Parking Lot Loan Principal	10,035	0.00	4,954.46	4,954.46	4,954.46	5,080.54	49%
37-401-832 Truist Parking Lot Loan Interest	6,203	0.00	3,166.55	3,166.55	3,166.55	3,036.45	51%
37-401-998 Contingency	19,806	0.00	0.00	0.00	0.00	19,806.00	
General Government Totals:	435,948	17,548.12	41,916.47	41,916.47	41,916.47	376,483.41	14%
37-402-014 Mayor Part Time Salary	1,500	0.00	125.00	125.00	125.00	1,375.00	8%
37-402-020 ER - FICA TAXES	115	0.00	9.56	9.56	9.56	105.44	8%
37-402-060 Workers Comp Mayor & Council	70	0.00	0.00	0.00	0.00	70.00	
37-402-200 Travel Expense	300	0.00	0.00	0.00	0.00	300.00	
37-402-295 Training	100	0.00	0.00	0.00	0.00	100.00	
37-402-402 Commission offsite meetings	200	0.00	0.00	0.00	0.00	200.00	
Governing Body Totals:	2,285	0.00	134.56	134.56	134.56	2,150.44	6%
37-405-345 Zoning/Ordinances	200	0.00	0.00	0.00	0.00	200.00	
37-405-407 Branded Clothing Sales	500	0.00	0.00	0.00	0.00	500.00	
37-405-423 Quilters Lane	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	
37-405-450 Revitalization Comm	8,080	0.00	0.00	0.00	0.00	8,080.00	
37-405-470 Small Town Maint St	2,500	0.00	0.00	0.00	0.00	2,500.00	
Non-Departmental Totals:	12,000	0.00	0.00	0.00	0.00	12,000.00	
37-501-010 SALARY FULL TIME	236,349	0.00	12,911.27	12,911.27	12,911.27	223,437.73	5%
37-501-014 Salary - Part Time	30,000	0.00	4,905.00	4,905.00	4,905.00	25,095.00	16%
37-501-015 Salary-LEO Separation Allowance	14,396	0.00	1,085.94	1,085.94	1,085.94	13,310.06	8%
37-501-016 Salary - Admin Assistant	42,566	0.00	3,232.00	3,232.00	3,232.00	39,334.00	8%
37-501-019 Salary - Over-Time	10,000	0.00	2,361.64	2,361.64	2,361.64	7,638.36	24%

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37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-501-020 ER-FICA Taxes	24,200	0.00	1,869.72	1,869.72	1,869.72	22,330.28	8%
37-501-030 ER - Retirement Orbit	68,792	340.00	4,004.18	4,004.18	4,004.18	64,447.82	6%
37-501-031 ER - 401K 5%	13,688	0.00	763.65	763.65	763.65	12,924.35	6%
37-501-040 ER - Health Insurance	50,712	0.00	0.00	0.00	0.00	50,712.00	
37-501-050 ER - Life Insurance	1,010	0.00	0.00	0.00	0.00	1,010.00	
37-501-060 ER - Workman's Comp	5,500	0.00	5,472.83	5,472.83	5,472.83	27.17	100%
37-501-200 Travel Expense	1,000	0.00	0.00	0.00	0.00	1,000.00	
37-501-203 Supplies	5,000	1,943.24	4.16	4.16	4.16	3,052.60	39%
37-501-204 Uniforms	3,000	0.00	0.00	0.00	0.00	3,000.00	
37-501-205 Equipment & Material	4,000	24.57	95.43	95.43	95.43	3,880.00	3%
37-501-250 Light, Heat & Security	6,000	3,523.58	443.09	443.09	443.09	2,033.33	66%
37-501-251 Telephone & Postage	8,110	2,371.98	280.18	280.18	280.18	5,457.84	33%
37-501-252 Fuel	20,000	0.00	0.00	0.00	0.00	20,000.00	
37-501-255 Bldg Maint/Clean Svs	6,344	1,022.96	94.99	94.99	94.99	5,226.05	18%
37-501-295 Training	2,000	0.00	0.00	0.00	0.00	2,000.00	
37-501-301 Computer Maint	5,951	0.00	265.47	265.47	265.47	5,685.53	4%
37-501-302 Software Support	6,655	22.33	0.00	0.00	0.00	6,632.67	0%
37-501-305 Technology Upgrades	1,000	0.00	0.00	0.00	0.00	1,000.00	
37-501-318 Freight Charges	250	0.00	0.00	0.00	0.00	250.00	
37-501-351 Maint & Repair Equip	4,000	0.00	0.00	0.00	0.00	4,000.00	
37-501-370 2019 Dodge Car 100	1,500	0.00	0.00	0.00	0.00	1,500.00	
37-501-371 2017 Dodge Car 200	1,500	0.00	0.00	0.00	0.00	1,500.00	
37-501-372 2016 Dodge Car 300	1,500	0.00	0.00	0.00	0.00	1,500.00	
37-501-373 2017 Dodge Car 400	1,500	0.00	0.00	0.00	0.00	1,500.00	
37-501-376 2019 Dodge Car 700	1,500	0.00	0.00	0.00	0.00	1,500.00	
37-501-377 2023 Dodge Car 125	1,500	0.00	0.00	0.00	0.00	1,500.00	
37-501-378 2023 Dodge Car 225	1,500	0.00	0.00	0.00	0.00	1,500.00	
37-501-400 Liability Insurance	16,500	0.00	0.00	0.00	0.00	16,500.00	
37-501-415 Police Shots Medical	1,000	250.00	0.00	0.00	0.00	750.00	25%

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37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-501-420 Attorney Fees	15,000	11,565.00	3,435.00	3,435.00	3,435.00	0.00	100%
37-501-433 COP Program	500	500.00	0.00	0.00	0.00	0.00	100%
37-501-499 Miscellaneous	1,000	500.00	38.00	38.00	38.00	462.00	54%
37-501-802 Police 2017 Cars Loan Principal (USDA)	4,630	0.00	4,629.14	4,629.14	4,629.14	0.86	100%
37-501-804 Police 2019 Cars Loan Principal (USDA)	4,965	0.00	0.00	0.00	0.00	4,965.00	
37-501-805 Police 2023 Cars Loan Principle (USDA)	7,410	0.00	0.00	0.00	0.00	7,410.00	
37-501-832 Police 2017 Cars Loan Interest (USDA)	151	0.00	150.86	150.86	150.86	0.14	100%
37-501-834 Police 2019 Cars Loan Interest (UDSA)	462	0.00	0.00	0.00	0.00	462.00	
37-501-835 Police 2023 Cars Loan Interest (USDA)	1,568	0.00	0.00	0.00	0.00	1,568.00	
Police Department Totals:	634,209	22,063.66	46,042.55	46,042.55	46,042.55	566,102.79	11%
37-601-014 Salary - Part Time Code Enforcement	2,682	0.00	252.16	252.16	252.16	2,429.84	9%
37-601-020 ER-FICA Taxes	230	0.00	19.29	19.29	19.29	210.71	8%
37-601-060 Workers Comp	660	0.00	610.62	610.62	610.62	49.38	93%
37-601-252 Fuel/Truck Expense/Insurance	456	0.00	0.00	0.00	0.00	456.00	
37-601-352 Vehicle Maintenance	200	0.00	0.00	0.00	0.00	200.00	
37-601-437 Contract Srvs Fire Protection	87,600	0.00	7,300.00	7,300.00	7,300.00	80,300.00	8%
37-601-475 Donation to Town Fire	1,550	0.00	0.00	0.00	0.00	1,550.00	
37-601-476 Code Enforcement Exp	550	0.00	0.00	0.00	0.00	550.00	
Fire Totals:	93,928	0.00	8,182.07	8,182.07	8,182.07	85,745.93	9%
37-651-330 Christmas Lights/Santa House	1,730	0.00	0.00	0.00	0.00	1,730.00	
37-651-331 Haley Haywood Park	785	0.00	0.00	0.00	0.00	785.00	
37-651-332 Signs below \$5,000	2,000	0.00	0.00	0.00	0.00	2,000.00	
37-651-333 Street Beautification - Below	4,000	0.00	19.82	19.82	19.82	3,980.18	0%

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37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
\$5,000							
37-651-335 Street Lighting Electric Bill	30,500	27,909.52	2,590.48	2,590.48	2,590.48	0.00	100%
Signs and Lights Totals:	39,015	27,909.52	2,610.30	2,610.30	2,610.30	8,495.18	78%
37-701-010 Salary - Full Time	61,826	0.00	3,523.74	3,523.74	3,523.74	58,302.26	6%
37-701-014 Salary - Part Time	19,140	0.00	1,567.17	1,567.17	1,567.17	17,572.83	8%
37-701-019 Over-Time	1,379	0.00	0.00	0.00	0.00	1,379.00	
37-701-020 ER-FICA Taxes	6,299	0.00	388.30	388.30	388.30	5,910.70	6%
37-701-030 ER - Retirement - Orbit	16,840	0.00	1,041.08	1,041.08	1,041.08	15,798.92	6%
37-701-040 ER-Health Insurance	17,626	715.50	143.10	143.10	143.10	16,767.40	5%
37-701-050 ER-Life Insurance	468	0.00	0.00	0.00	0.00	468.00	
37-701-060 ER-Workman's Comp	1,762	0.00	1,381.14	1,381.14	1,381.14	380.86	78%
37-701-203 Supplies	4,325	259.83	581.81	581.81	581.81	3,483.36	19%
37-701-204 Uniforms	3,900	0.00	0.00	0.00	0.00	3,900.00	
37-701-251 Telephone & Postage	925	867.28	57.72	57.72	57.72	0.00	100%
37-701-252 Fuel	13,000	1,424.57	634.24	634.24	634.24	10,941.19	16%
37-701-312 Tree Removal	1,200	0.00	0.00	0.00	0.00	1,200.00	
37-701-351 Maint & Repair Equip	11,750	160.00	0.00	0.00	0.00	11,590.00	1%
37-701-352 Vehicle Maintenance	7,800	0.00	0.00	0.00	0.00	7,800.00	
37-701-400 Liability Insurance	7,416	0.00	0.00	0.00	0.00	7,416.00	
37-701-431 Street Debris Disposal	4,500	0.00	0.00	0.00	0.00	4,500.00	
37-701-895 Mowing	(16,000)	0.00	(1,333.00)	(1,333.00)	(1,333.00)	(14,667.00)	8%
Streets Totals:	164,156	3,427.18	7,985.30	7,985.30	7,985.30	152,743.52	7%
37-710-361 Maint & Repair POWELL BILL	15,000	4,425.00	0.00	0.00	0.00	10,575.00	30%
37-710-405 Audit Expense POWELL BILL	100	0.00	0.00	0.00	0.00	100.00	
Powell Bill Totals:	15,100	4,425.00	0.00	0.00	0.00	10,675.00	
37-801-010 Salary - Full Time Sanitation	54,337	0.00	5,338.54	5,338.54	5,338.54	48,998.46	10%
37-801-019 Salary - Over Time Sanitation	734	0.00	0.00	0.00	0.00	734.00	
37-801-020 ER - FICA Sanitation	4,213	0.00	405.42	405.42	405.42	3,807.58	10%
37-801-030 ER - Retirement - Orbit Sanitation	11,262	0.00	1,091.72	1,091.72	1,091.72	10,170.28	10%



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37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
37-801-040 ER - Health Insurance	13,808	0.00	0.00	0.00	0.00	13,808.00		
37-801-050 ER - Life Insurance	259	0.00	0.00	0.00	0.00	259.00		
37-801-060 Workman's Compensation	4,415	0.00	3,617.94	3,617.94	3,617.94	797.06	82%	
37-801-203 Supplies	1,000	0.00	22.71	22.71	22.71	977.29	2%	
37-801-204 Uniforms	2,912	0.00	0.00	0.00	0.00	2,912.00		
37-801-251 Telephone & Postage	500	469.25	30.75	30.75	30.75	0.00	100%	
37-801-252 Fuel	4,000	549.17	250.83	250.83	250.83	3,200.00	20%	
37-801-350 Landfill Fees	20,250	17,622.48	1,377.52	1,377.52	1,377.52	1,250.00	94%	
37-801-352 Vehicle Maintenance	1,000	0.00	0.00	0.00	0.00	1,000.00		
37-801-400 Liability Insurance	4,542	0.00	0.00	0.00	0.00	4,542.00		
Sanitation Totals:	123,232	18,640.90	12,135.43	12,135.43	12,135.43	92,455.67	25%	
37-901-038 Transfer Out to WS for USDA Loan	7,281	0.00	0.00	0.00	0.00	7,281.00		
37-901-889 Transfer Out to USDA Loan Reserve	2,647	0.00	0.00	0.00	0.00	2,647.00		
Transfers Out Totals:	9,928	0.00	0.00	0.00	0.00	9,928.00		
Expenses Totals:	1,529,801	94,014.38	119,006.68	119,006.68	119,006.68	1,316,779.94	14%	
37 GENERAL FUND Revenues Over/(Under) Expenses:			(59,302.12)	(59,302.12)	(59,302.12)			

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38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
<b>Revenues</b>							
38-351-401 Water Sales	821,313	0.00	70,171.73	70,171.73	70,171.73	(751,141.27)	9%
38-351-402 Debt Setoff WATER	224	0.00	0.00	0.00	0.00	(224.00)	
38-351-404 Sewer Services	695,580	0.00	49,957.04	49,957.04	49,957.04	(645,622.96)	7%
38-351-407 Debt Setoff SEWER	196	0.00	0.00	0.00	0.00	(196.00)	
38-351-408 Town Taps/Connection Fee	18,000	0.00	300.00	300.00	300.00	(17,700.00)	2%
38-351-416 Dis/Reconnection Fee	9,468	0.00	920.00	920.00	920.00	(8,548.00)	10%
38-351-417 Fire Sprinkler	2,337	0.00	196.14	196.14	196.14	(2,140.86)	8%
38-351-418 Late Fees/Penalty/Cut Off	22,742	0.00	1,288.43	1,288.43	1,288.43	(21,453.57)	6%
38-351-419 Returned Check Fee	900	0.00	25.00	25.00	25.00	(875.00)	3%
38-351-420 Debt Setoff Late Fees/Penalty/Cut Off	200	0.00	0.00	0.00	0.00	(200.00)	
38-365-001 Interest Income	15	0.00	0.00	0.00	0.00	(15.00)	
38-365-410 Interest/investment Income NCCMT	14,324	0.00	0.00	0.00	0.00	(14,324.00)	
38-365-421 Account Activation Fee	2,513	0.00	300.00	300.00	300.00	(2,213.00)	12%
38-381-037 Transfer In From GF	7,281	0.00	0.00	0.00	0.00	(7,281.00)	
38-395-396 Apropriated Fund Balance (Budget Only)	197,097	0.00	0.00	0.00	0.00	(197,097.00)	
<b>Revenues Totals:</b>	<b>1,792,190</b>	<b>0.00</b>	<b>123,158.34</b>	<b>123,158.34</b>	<b>123,158.34</b>	<b>(1,669,031.66)</b>	<b>7%</b>
<b>Expenses</b>							
38-851-010 Salary Full Time	110,766	0.00	11,213.72	11,213.72	11,213.72	99,552.28	10%
38-851-014 Salary - Part Time	18,125	0.00	878.35	878.35	878.35	17,246.65	5%
38-851-019 Salary Over-Time	7,754	0.00	1,588.00	1,588.00	1,588.00	6,166.00	20%
38-851-020 ER-FICA Taxes	10,453	0.00	1,016.84	1,016.84	1,016.84	9,436.16	10%
38-851-030 ER - Retirement Orbit	21,886	0.00	2,404.48	2,404.48	2,404.48	19,481.52	11%
38-851-040 ER - Health Insurance WATER	20,220	113.30	22.66	22.66	22.66	20,084.04	1%
38-851-050 ER - Life Insurance	500	0.00	0.00	0.00	0.00	500.00	
38-851-060 ER - Workman's Comp	1,112	0.00	814.12	814.12	814.12	297.88	73%

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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	2,229.42	1,289.80	1,289.80	1,289.80	31,480.78	10%
38-851-204 Uniforms	2,600	0.00	0.00	0.00	0.00	2,600.00	
38-851-250 Light & Heat & Security	6,090	2,378.35	354.98	354.98	354.98	3,356.67	45%
38-851-251 Telephone & Postage	8,963	9,138.14	490.02	490.02	490.02	(665.16)	107%
38-851-252 Fuel	10,300	3,849.25	758.37	758.37	758.37	5,692.38	45%
38-851-255 Bldg. Maint/Clean Svs	3,117	511.54	47.51	47.51	47.51	2,557.95	18%
38-851-260 Electric Tank/Pumps	3,401	2,327.34	72.66	72.66	72.66	1,001.00	71%
38-851-296 Continuing Education	1,300	0.00	0.00	0.00	0.00	1,300.00	
38-851-301 Computer Maintenance	3,500	0.00	132.73	132.73	132.73	3,367.27	4%
38-851-302 Software Support	9,000	261.17	7,646.55	7,646.55	7,646.55	1,092.28	88%
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	150.00	0.00	0.00	0.00	300.00	33%
38-851-313 State Permits	1,270	0.00	0.00	0.00	0.00	1,270.00	
38-851-345 Water Tank Contract	20,567	15,424.92	5,141.64	5,141.64	5,141.64	0.44	100%
38-851-347 Lab Analysis	2,210	2,000.00	0.00	0.00	0.00	210.00	90%
38-851-351 Maint. & Repair Equip	3,000	2,512.20	0.00	0.00	0.00	487.80	84%
38-851-352 Vehicle Maintenance	3,750	0.00	0.00	0.00	0.00	3,750.00	
38-851-400 Town Liability Insurance	11,145	0.00	0.00	0.00	0.00	11,145.00	
38-851-405 Audit Expense	5,750	3,456.87	2,293.13	2,293.13	2,293.13	0.00	100%
38-851-408 Town Tap Expense	9,000	0.00	6,865.00	6,865.00	6,865.00	2,135.00	76%
38-851-448 External Contract	14,041	2,944.00	2,076.68	2,076.68	2,076.68	9,020.32	36%
38-851-451 Water Purchase	230,000	0.00	0.00	0.00	0.00	230,000.00	
38-851-500 Capital Outlay \$5000 and Above	46,850	46,850.00	0.00	0.00	0.00	0.00	100%
38-851-802 USDA Public Works Trucks - Princ Water	8,623	0.00	0.00	0.00	0.00	8,623.00	
38-851-803 USDA Town Hall/WS Loan Principal	29,300	0.00	0.00	0.00	0.00	29,300.00	

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38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
38-851-833 USDA Town Hall/WS Loan Interest	14,863	0.00	0.00	0.00	0.00	14,863.00	
38-851-836 USDA Public Works Trucks - Int Water	1,109	0.00	0.00	0.00	0.00	1,109.00	
38-851-895 Grass Cutting Expense	16,000	0.00	1,333.00	1,333.00	1,333.00	14,667.00	8%
38-851-896 WS 25% of GF Expense	55,177	0.00	0.00	0.00	0.00	55,177.00	
38-851-998 Contingency	6,968	0.00	0.00	0.00	0.00	6,968.00	
Water Totals:	756,890	94,146.50	46,440.24	46,440.24	46,440.24	616,303.26	19%
38-852-010 Salary - Full Time	110,766	0.00	11,213.72	11,213.72	11,213.72	99,552.28	10%
38-852-014 Salary - Part Time	18,125	0.00	878.19	878.19	878.19	17,246.81	5%
38-852-019 Salary - Over Time Sewer	7,754	0.00	680.40	680.40	680.40	7,073.60	9%
38-852-020 ER - FICA Sewer	10,453	0.00	973.50	973.50	973.50	9,479.50	9%
38-852-030 ER-Retirement Orbit	21,886	0.00	2,251.39	2,251.39	2,251.39	19,634.61	10%
38-852-040 ER-Health Insurance SEWER	20,220	113.20	22.64	22.64	22.64	20,084.16	1%
38-852-050 ER-Life Insurance	500	0.00	0.00	0.00	0.00	500.00	
38-852-060 ER-Workman's Comp	1,112	0.00	814.12	814.12	814.12	297.88	73%
38-852-200 Travel Expense	215	0.00	0.00	0.00	0.00	215.00	
38-852-203 Supplies	23,000	4,115.83	1,952.12	1,952.12	1,952.12	16,932.05	26%
38-852-204 Uniforms	2,600	0.00	0.00	0.00	0.00	2,600.00	
38-852-250 Light & Heat & Security	7,000	2,378.36	354.97	354.97	354.97	4,266.67	39%
38-852-251 Telephone & Postage	8,963	9,932.99	562.29	562.29	562.29	(1,532.28)	117%
38-852-252 Fuel	10,300	3,791.64	758.36	758.36	758.36	5,750.00	44%
38-852-255 Bldg. Maint/Clean Svs	3,117	511.54	47.51	47.51	47.51	2,557.95	18%
38-852-260 Electric Tank/Pumps	12,000	10,244.47	755.53	755.53	755.53	1,000.00	92%
38-852-296 Continuing Education	1,300	0.00	0.00	0.00	0.00	1,300.00	
38-852-301 Computer Maint.	3,500	0.00	132.73	132.73	132.73	3,367.27	4%
38-852-302 Software Support	9,000	261.17	7,646.55	7,646.55	7,646.55	1,092.28	88%
38-852-305 Technology Upgrades	2,250	0.00	0.00	0.00	0.00	2,250.00	
38-852-309 Advertising	500	0.00	0.00	0.00	0.00	500.00	

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38 WATER / SEWER								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
38-852-310 Dues & Subscriptions	439	150.00	0.00	0.00	0.00	289.00	34%	
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	2,512.20	0.00	0.00	0.00	487.80	84%	
38-852-352 Vehicle Maintenance	3,750	0.00	0.00	0.00	0.00	3,750.00		
38-852-400 Liability Insurance	5,455	0.00	0.00	0.00	0.00	5,455.00		
38-852-405 Audit Expense	5,750	3,456.87	2,293.13	2,293.13	2,293.13	0.00	100%	
38-852-408 Town Tap Expense	9,440	0.00	9,440.00	9,440.00	9,440.00	0.00	100%	
38-852-435 Purchase of Sewer Services	402,384	0.00	0.00	0.00	0.00	402,384.00		
38-852-448 External Contract	9,000	6,528.55	2,000.00	2,000.00	2,000.00	471.45	95%	
38-852-473 WWTP Rehab Annual Payment	21,935	0.00	0.00	0.00	0.00	21,935.00		
38-852-500 Capital Outlay \$5000 and Above	36,537	4,610.00	0.00	0.00	0.00	31,927.00	13%	
38-852-802 USDA Public Works Trucks - Princ Sewer	8,623	0.00	0.00	0.00	0.00	8,623.00		
38-852-803 USDA Town Hall/WS Loan Principal	29,300	0.00	0.00	0.00	0.00	29,300.00		
38-852-804 NCDEQ Unity, Bute & Battle Sewer Rehab Princ Only	14,388	0.00	0.00	0.00	0.00	14,388.00		
38-852-809 John Riggans Easement Pmt	1,000	0.00	0.00	0.00	0.00	1,000.00		
38-852-811 NCDEQ Sewer Rehab Annual Loan- Principal	13,750	0.00	0.00	0.00	0.00	13,750.00		
38-852-833 USDA Town Hall/WS Loan Interest	14,863	0.00	0.00	0.00	0.00	14,863.00		
38-852-836 USDA Public Works Trucks - Int Sewer	1,109	0.00	0.00	0.00	0.00	1,109.00		
38-852-837 NCDEQ Sewer Rehab Annual Loan- Interest	2,475	0.00	0.00	0.00	0.00	2,475.00		
38-852-896 WS 25% of GF Expense	55,177	0.00	0.00	0.00	0.00	55,177.00		
38-852-998 Contingency	7,154	0.00	0.00	0.00	0.00	7,154.00		
Sewer Expenses Totals:	921,590	48,606.82	42,777.15	42,777.15	42,777.15	830,206.03	10%	
38-901-902 Transfer Out to Water Treatment	113,710	0.00	0.00	0.00	0.00	113,710.00		

Budget vs Actual

Period Ending 7/31/2024

38 WATER / SEWER								
Description		Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Plant								
Transfers Out Totals:		113,710	0.00	0.00	0.00	0.00	113,710.00	
Expenses Totals:		1,792,190	142,753.32	89,217.39	89,217.39	89,217.39	1,560,219.29	13%
38 WATER / SEWER Revenues Over/(Under) Expenses:				33,940.95	33,940.95	33,940.95		

## Budget vs Actual

Town of Warrenton  
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Period Ending 7/31/2024

39 WWTP

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
39-351-405 Septic Disposal Service	42,074	0.00	6,315.00	6,315.00	6,315.00	(35,759.00)	15%
39-351-470 Town Sewer Revenues	402,384	0.00	0.00	0.00	0.00	(402,384.00)	
39-351-471 Sewer Revenues - County	322,189	0.00	0.00	0.00	0.00	(322,189.00)	
39-351-472 Sewer Rev Norlina	218,881	0.00	0.00	0.00	0.00	(218,881.00)	
39-381-038 Transfer In from Water/Sewer	113,710	0.00	0.00	0.00	0.00	(113,710.00)	
Revenues Totals:	1,099,238	0.00	6,315.00	6,315.00	6,315.00	(1,092,923.00)	1%
Expenses							
39-861-010 Salary - Full Time	221,987	0.00	15,903.72	15,903.72	15,903.72	206,083.28	7%
39-861-014 Salary - Part Time	20,450	0.00	2,014.01	2,014.01	2,014.01	18,435.99	10%
39-861-019 Over-Time	16,838	0.00	731.28	731.28	731.28	16,106.72	4%
39-861-020 ER-FICA Taxes	19,835	0.00	1,259.67	1,259.67	1,259.67	18,575.33	6%
39-861-030 ER - Retirement Orbit	49,205	0.00	3,355.03	3,355.03	3,355.03	45,849.97	7%
39-861-040 ER- Health Insurance	38,067	108.00	21.60	21.60	21.60	37,937.40	0%
39-861-050 ER-Life Insurance	668	0.00	0.00	0.00	0.00	668.00	
39-861-060 ER-Workman's Comp	2,121	0.00	1,561.59	1,561.59	1,561.59	559.41	74%
39-861-200 Travel Expense	500	0.00	0.00	0.00	0.00	500.00	
39-861-203 Supplies	58,645	4,750.60	4,387.42	4,387.42	4,387.42	49,506.98	16%
39-861-204 Uniforms	4,420	0.00	0.00	0.00	0.00	4,420.00	
39-861-250 Light, Heat & Security	125,000	106,237.72	5,762.28	5,762.28	5,762.28	13,000.00	90%
39-861-251 Telephone & Postage	6,690	6,049.23	448.81	448.81	448.81	191.96	97%
39-861-252 Fuel	10,250	5,726.11	902.69	902.69	902.69	3,621.20	65%
39-861-296 Continuing Education	1,500	0.00	0.00	0.00	0.00	1,500.00	
39-861-301 Computer Maint.	7,000	0.00	265.47	265.47	265.47	6,734.53	4%
39-861-302 Software Support	4,208	0.00	0.00	0.00	0.00	4,208.00	
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	0.00	0.00	0.00	1,000.00	
39-861-310 Dues & Subscriptions	140	0.00	0.00	0.00	0.00	140.00	
39-861-318 Freight Charges	2,250	2,145.29	104.71	104.71	104.71	0.00	100%

## Budget vs Actual

Town of Warrenton  
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Period Ending 7/31/2024

39 WWTP							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
39-861-342 Maint & Repair Plant	120,000	0.00	8,660.00	8,660.00	8,660.00	111,340.00	7%
39-861-344 Sludge Removal	72,000	60,110.00	8,890.00	8,890.00	8,890.00	3,000.00	96%
39-861-345 Beaver Control	750	0.00	0.00	0.00	0.00	750.00	
39-861-346 Lab Material & Supplies	11,526	2,733.01	2,054.91	2,054.91	2,054.91	6,738.08	42%
39-861-347 Lab Analysis	24,400	20,576.00	2,224.00	2,224.00	2,224.00	1,600.00	93%
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	1,500	1,170.00	0.00	0.00	0.00	330.00	78%
39-861-352 Vehicle Maintenance	4,750	0.00	228.81	228.81	228.81	4,521.19	5%
39-861-400 Liability Insurance	20,082	0.00	0.00	0.00	0.00	20,082.00	
39-861-405 Audit Expense	11,500	6,913.73	4,586.27	4,586.27	4,586.27	0.00	100%
39-861-441 Certify Lab Services	1,000	0.00	0.00	0.00	0.00	1,000.00	
39-861-444 Permits & Fees	15,000	9,075.00	1,075.00	1,075.00	1,075.00	4,850.00	68%
39-861-446 Influent Debris Removal	6,654	6,097.90	556.10	556.10	556.10	0.00	100%
39-861-500 Capital Outlay \$5000 and Over	119,265	119,264.16	0.00	0.00	0.00	0.84	100%
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	61,428	0.00	0.00	0.00	0.00	61,428.00	
39-861-998 Contingency	10,002	0.00	0.00	0.00	0.00	10,002.00	
WWTP - Expenses Totals:	1,099,238	350,956.75	64,993.37	64,993.37	64,993.37	683,287.88	38%
Expenses Totals:	1,099,238	350,956.75	64,993.37	64,993.37	64,993.37	683,287.88	38%
39 WWTP Revenues Over/(Under) Expenses:			(58,678.37)	(58,678.37)	(58,678.37)		



## Check Listing

Date From: 7/1/2024 Date To: 7/31/2024

Vendor Range: 1 800 FLAGPOLE.COM - ZIMA CORPORATION

Town of Warrenton  
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Check Number	Bank	Vendor	Date	Amount
67609	30	BANZET,THOMPSON, STYERS & MAY, PLLC	07/02/2024	<u>\$128.00</u>
67610	30	BLUE RIDGE SPRINGS, INC	07/02/2024	<u>\$50.45</u>
67611	30	BREEDLOVE ELECTRIC, INC	07/02/2024	<u>\$263.32</u>
67612	30	HUMANA SPECIALTY BENEFITS	07/02/2024	<u>\$29.38</u>
67613	30	NC DEPARTMENT OF COMMERCE	07/02/2024	<u>\$10,000.00</u>
67614	30	PETE SMITH TIRE & QUICK LUBE, INC	07/02/2024	<u>\$1,202.80</u>
67615	30	UNITED PARCEL SERVICE	07/02/2024	<u>\$108.00</u>
67616	30	UNUM LIFE INSURANCE COMPANY OF AMERICA	07/02/2024	<u>\$509.24</u>
67617	30	WARREN COUNTY PUBLIC UTILITIES	07/02/2024	<u>\$19,566.98</u>
67618	30	WOMACK PUBLISHING CO. INC.	07/02/2024	<u>\$212.55</u>
67619	30	WRIGHT EXPRESS FSC	07/02/2024	<u>\$1,320.07</u>
67620	30	FLEMING INVESTMENT COMPANY	07/02/2024	<u>\$3,000.00</u>
67621	30	NC LEAGUE OF MUNICIPALITIES	07/02/2024	<u>\$1,687.00</u>
67622	30	WOMACK PUBLISHING CO. INC.	07/02/2024	<u>\$66.00</u>
67623	30	BANZET,THOMPSON, STYERS & MAY, PLLC	07/03/2024	<u>\$4,635.00</u>
67624	30	DENR/DWR LAB CERTIFICATION	07/03/2024	<u>\$250.00</u>
67625	30	HARRIS EQUIPMENT COMPANY	07/03/2024	<u>\$16,305.00</u>
67626	30	NC MAYORS ASSOCIATION	07/03/2024	<u>\$100.00</u>
67627	30	WILSON'S WATER SERVICES	07/03/2024	<u>\$825.00</u>
67628	30	CARDNO USA, INC.	07/09/2024	<u>\$2,918.57</u>
67629	30	Community Eye Care	07/09/2024	<u>\$126.64</u>
67630	30	DUKE ENERGY PROGRESS	07/09/2024	<u>\$222.26</u>
67631	30	NC DEPARTMENT OF REVENUE	07/09/2024	<u>\$222.38</u>
67632	30	BLUE RIDGE SPRINGS, INC	07/09/2024	<u>\$198.80</u>
67633	30	BREEDLOVE ELECTRIC, INC	07/09/2024	<u>\$133.44</u>
67634	30	CHARLES R. UNDERWOOD, INC.	07/09/2024	<u>\$1,053.38</u>
67635	30	Core & Main	07/09/2024	<u>\$1,281.00</u>
67636	30	DOCUMENT SYSTEMS, INC	07/09/2024	<u>\$223.41</u>
67637	30	DUKE ENERGY PROGRESS	07/09/2024	<u>\$510.23</u>
67638	30	GARY V. WILLIAMS	07/09/2024	<u>\$480.00</u>
67639	30	KING'S FITNESS & NUTRITION CENTER	07/09/2024	<u>\$330.00</u>
67640	30	MERITECH INC	07/09/2024	<u>\$1,695.00</u>

## Check Listing

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Check Number	Bank	Vendor	Date	Amount
67641	30	SANFORD ELECTRICAL CONTRACTORS, LLC	07/09/2024	<u>\$2,049.60</u>
67642	30	WATER GUARD, INC.	07/09/2024	<u>\$523.38</u>
67643	30	Ada Davis	07/11/2024	<u>\$400.00</u>
67644	30	CAROLINA DIGITAL PHONE INC	07/11/2024	<u>\$316.00</u>
67645	30	GREGORY POOLE EQUIPMENT CO.	07/11/2024	<u>\$1,259.00</u>
67646	30	INVOICE CLOUD, INC.	07/11/2024	<u>\$144.35</u>
67647	30	PETE SMITH TIRE & QUICK LUBE, INC	07/11/2024	<u>\$2,303.26</u>
67648	30	PETE SMITH TIRE & QUICK LUBE, INC	07/11/2024	<u>\$3,391.17</u>
67649	30	Spectrum Business	07/11/2024	<u>\$169.98</u>
67650	30	WATER GUARD, INC.	07/11/2024	<u>\$3,585.13</u>
67651	30	WHITCO TERMITE & PEST CONTROL	07/11/2024	<u>\$185.00</u>
67652	30	WRIGHT EXPRESS FSC	07/11/2024	<u>\$955.58</u>
67653	30	GUPTON SERVICES, INC	07/12/2024	<u>\$130.00</u>
67654	30	PETE SMITH TIRE & QUICK LUBE, INC	07/12/2024	<u>\$244.26</u>
67655	30	PETE SMITH TIRE & QUICK LUBE, INC	07/12/2024	<u>\$1,659.10</u>
67656	30	PITNEY BOWES GLOBAL	07/12/2024	<u>\$223.16</u>
67657	30	SOUTHERN CORROSION, INC.	07/12/2024	<u>\$5,141.64</u>
67658	30	Teresa Harris	07/12/2024	<u>\$19.82</u>
67659	30	WARREN COUNTY PUBLIC WORKS	07/12/2024	<u>\$1,377.52</u>
67660	30	Core & Main	07/15/2024	<u>\$16,325.38</u>
67661	30	DOCUMENT SYSTEMS, INC	07/15/2024	<u>\$60.41</u>
67662	30	DUKE ENERGY PROGRESS	07/15/2024	<u>\$2,442.47</u>
67663	30	GEORGE HUMPHRIES	07/15/2024	<u>\$25,000.00</u>
67664	30	GEORGE HUMPHRIES	07/15/2024	<u>\$20,000.00</u>
67665	30	GFL ENVIRONMENTAL	07/15/2024	<u>\$556.10</u>
67666	30	JOYCE AND COMPANY, CPA	07/15/2024	<u>\$13,758.80</u>
67667	30	MONCURE HOMES	07/15/2024	<u>\$17,240.73</u>
67668	30	NC INTERLOCAL RISK MANAGMENT	07/15/2024	<u>\$14,570.98</u>
67669	30	PRO, INC.	07/15/2024	<u>\$2,500.00</u>
67670	30	TAR HEEL TIRE SALES/SERVICE	07/15/2024	<u>\$21.53</u>
67671	30	WOMACK PUBLISHING CO. INC.	07/15/2024	<u>\$984.33</u>
67672	30	FIRST CITIZENS BANK	07/17/2024	<u>\$1,784.42</u>

## Check Listing

Date From: 7/1/2024 Date To: 7/31/2024

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Check Number	Bank	Vendor	Date	Amount
67673	30	DEPT OF THE SECRETARY OF STATE	07/18/2024	<u>\$38.00</u>
67674	30	DUKE ENERGY PROGRESS	07/18/2024	<u>\$32.34</u>
67675	30	FRONTIER NATURAL GAS	07/18/2024	<u>\$12.42</u>
67676	30	GRANVILLE FARMS, INC.	07/18/2024	<u>\$8,890.00</u>
67677	30	WHITCO TERMITE & PEST CONTROL	07/18/2024	<u>\$50.00</u>
67678	30	AMAZON CAPTIAL SERVICES, INC.	07/19/2024	<u>\$658.41</u>
67679	30	DUKE ENERGY PROGRESS	07/19/2024	<u>\$8,265.33</u>
67680	30	FRONTIER NATURAL GAS	07/19/2024	<u>\$8.28</u>
67681	30	GREGORY POOLE EQUIPMENT CO.	07/19/2024	<u>\$6,432.53</u>
67682	30	GUPTON SERVICES, INC	07/19/2024	<u>\$170.80</u>
67683	30	HACH COMPANY	07/19/2024	<u>\$1,790.58</u>
67684	30	KING'S FITNESS & NUTRITION CENTER	07/19/2024	<u>\$330.00</u>
67685	30	SCOTT ERIC LILES	07/19/2024	<u>\$8,500.00</u>
67686	30	TRI-COUNTY POWER EQUIPMENT INC	07/19/2024	<u>\$2,812.16</u>
67687	30	UNITED PARCEL SERVICE	07/19/2024	<u>\$71.81</u>
67688	30	USA Bluebook	07/19/2024	<u>\$143.90</u>
67689	30	VC3, Inc.	07/19/2024	<u>\$1,383.48</u>
67690	30	WARREN AUTO PARTS, INC.	07/19/2024	<u>\$598.73</u>
67691	30	WHITCO TERMITE & PEST CONTROL	07/19/2024	<u>\$100.00</u>
67692	30	Always N Bloom	07/23/2024	<u>\$27.26</u>
67693	30	AMAZON CAPTIAL SERVICES, INC.	07/23/2024	<u>\$76.31</u>
67694	30	AT&T MOBILITY II LLC	07/23/2024	<u>\$399.14</u>
67695	30	AT&T MOBILITY II LLC	07/23/2024	<u>\$773.08</u>
67696	30	Company Wrench	07/23/2024	<u>\$71.42</u>
67697	30	DUKE ENERGY PROGRESS	07/23/2024	<u>\$69.28</u>
67698	30	ENVIRONMENTAL RESOURCE ASSOC.	07/23/2024	<u>\$160.99</u>
67699	30	HUMANA SPECIALTY BENEFITS	07/23/2024	<u>\$29.38</u>
67700	30	INFORMATION TECHNOLOGY SERVICE	07/23/2024	<u>\$217.80</u>
67701	30	MERITECH INC	07/23/2024	<u>\$2,439.00</u>
67702	30	PETE DUTY AND ASSOCIATES, INC	07/23/2024	<u>\$707.10</u>
67703	30	TIME WARNER CABLE	07/23/2024	<u>\$189.98</u>
67704	30	UNITED PARCEL SERVICE	07/23/2024	<u>\$32.90</u>

## Check Listing

Date From: 7/1/2024 Date To: 7/31/2024  
Vendor Range: 1 800 FLAGPOLE.COM - ZIMA CORPORATION

Town of Warrenton  
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Check Number	Bank	Vendor	Date	Amount
67705	30	UNUM LIFE INSURANCE COMPANY OF AMERICA	07/23/2024	<u>\$424.34</u>
67706	30	WARREN AUTO PARTS, INC.	07/23/2024	<u>\$96.97</u>
67707	30	CITIZENS INSURANCE & BONDING,	07/25/2024	<u>\$13,108.23</u>
67708	30	ANTHONY W STEED	07/31/2024	<u>\$150.00</u>
67709	30	BLUE RIDGE SPRINGS, INC	07/31/2024	<u>\$25.00</u>
67710	30	COLUMBIAN MUTUAL LIFE INS CO	07/31/2024	<u>\$36.89</u>
67711	30	DRAXIE ELSWICK	07/31/2024	<u>\$38.34</u>
67712	30	FLEMING INVESTMENT COMPANY	07/31/2024	<u>\$3,000.00</u>
67713	30	GALLS QUARTERMASTER	07/31/2024	<u>\$101.87</u>
67714	30	HARRIS EQUIPMENT COMPANY	07/31/2024	<u>\$2,076.68</u>
67715	30	Purchase Power (Pitney Bowes)	07/31/2024	<u>\$150.00</u>
67716	30	QUILL CORPORATION	07/31/2024	<u>\$107.99</u>
67717	30	SCOTT ERIC LILES	07/31/2024	<u>\$2,000.00</u>
67718	30	Truist Governmental Finance	07/31/2024	<u>\$8,121.01</u>
67719	30	VC3, Inc.	07/31/2024	<u>\$1,061.87</u>
67720	30	VERIZON WIRELESS	07/31/2024	<u>\$320.08</u>
67721	30	WENDY MARTINEZ	07/31/2024	<u>\$39.84</u>
67722	30	WRIGHT EXPRESS FSC	07/31/2024	<u>\$1,675.59</u>
114	Checks Totaling -			<b>\$286,994.11</b>

### Totals By Fund

	Checks	Voids	Total
34	\$6,600.05		\$6,600.05
36	\$2,858.41		\$2,858.41
37	\$61,529.05		\$61,529.05
38	\$89,986.45		\$89,986.45
39	\$57,832.85		\$57,832.85
67	\$65,268.73		\$65,268.73
71	\$2,918.57		\$2,918.57
Totals:	\$286,994.11		\$286,994.11

# Memo

**To:** Town Commissioners  
**From:** Bill Perkinson  
**CC:** Mayor, Town Administrator  
**Date:** August 7, 2024  
**Re:** July 2024 Monthly Activity Report for Public Works

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## Water and Sewer

- **Water and Sewer System Needs – Unfunded:** (1) 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...Estimated Cost - \$75,000). (2) Purchase water main valve exercising equipment (Estimated Cost – \$30,000). (3) Purchase spare pump for Riggans Sewer Lift Station – (Estimated Cost for pump - \$20,000.00). (4) Purchase spare pump for F&M Sewer Lift Station and install emergency port – (Estimated Cost – \$45,000). (5) Highway 158 Business East Water Customers...From Highway 58 to just past Red Hill Loop Road...Abandon old 2-inch galvanized water main and reconnect active services to 8-inch PVC water main (Estimated Cost - \$50,000.00). (6) Replace two 6-inch master water meters (Estimated Shared Cost with Warren County - \$7,000.00). (7) North Main Street Elevated Tank – Repair level/pump controls. (Estimated Cost – Still Gathering Information).
- **Completed Water and Sewer System Maintenance/Repair Related Information:**  
(1) Emergency Repair – Ruptured Water Service located near 532 N. Main Street. Located and abandoned old 1 inch service. Contractor: Harris Equipment Company (Labor, Materials, and Equipment – \$2,076.68). (2) Emergency Repair – Riggans Sewer Lift Station. Replaced pump no. 2 mechanical seal. Contractor: Liles Pump Service (Labor – \$2,000.00, Parts provided by Town).

**Total cost for Maintenance and Repair Equipment (Account No. 38-851-351 & 38-852-351) - \$0.00**

**Total cost for External Contract Maintenance and Repair (Account No. 38-851-448 & 38-852-448) - \$4,076.68**

- **High Priority Repair - No. 1:** Water System Pressure Reducing Valves Replacement. Note: These valves are approximately 45 years old and are no longer functioning properly. They are critical for the proper operation of the water system. **(Total cost to replace the 8-inch PRV and the 4-inch PRV – \$24,150.00)...****Current Status:** Units and related hardware were ordered, estimated delivery late August.

- **High Priority Repair – No. 2:** Fairlane Elevated Tank Altitude Valve. Note: This valve is approximately 56 years old and is no longer functioning properly. It is critical for the proper operation of the tank. **(Total Cost to replace the altitude valve and associated isolation valves – \$22,700.00)...****Current Status:** Unit and related hardware was ordered, estimated delivery late August.
- **High Priority Repair – No. 3:** Additional Cost to complete Mission SCADA units' installation at three of the Town operated sewer lift stations. The auto-dialer has failed at one of these stations. These units are critical for compliance and proper operation of our sewer lift stations. **(Additional Cost –\$7,484.00)...****Current Status:** Additional hardware has been purchased, waiting on contractor to install.
- **Water and Sewer Adjustment Request:** For consideration at the August 12, 2024, meeting of the Board of Commissioners. **Warren County Health Institute** – 540 W. Ridgeway St., Account #005-0000920-1. Billing Period: June 17, 2024 – July 15, 2024. Leak occurred between meter box and structure. Normal usage 10,000 gallons. Request is for sewer adjustment of 115,000 gallons at \$10.00/1000. Total \$1,150.00. Adjustment recommended by staff. **Michael Lilly** – 312 Church St., Account #002-0001911-1. Billing Period: May 15, 2024 – June 17, 2024. Leak occurred between meter box and structure. Normal usage 5,000 gallons. Request is for sewer adjustment of 26,000 gallons at \$10.00/1000. Total \$260.00. Adjustment recommended by staff. **Michael Lilly** – 312 Church St., Account #002-0001911-1. Billing Period: June 17, 2024 – July 15, 2024. Leak occurred between meter box and structure. Normal usage 5,000 gallons. Request is for sewer adjustment of 43,000 gallons at \$10.00/1000. Total \$430.00. Adjustment recommended by staff.
- **Lead Water Service Line Inventory Survey:** Requirement of the EPA and NC DEQ. It must include material data on both the water-system-owned portion of the service line (water main to meter) and the private side portion of the service line (meter to the building inlet) for all water service connections. Internal premise plumbing is not required to be inventoried. Each water system owner must submit the inventory to NC DEQ by October 16, 2024. The Town of Warrenton has 1,200 water service connections.

## Streets and Sanitation

- **Current Tasks:** Tree pruning. Street curb and gutter cleaning. Signs repair/replacement. Loose leaves/debris pick-up. Grass Cutting. Water and sewer line right of ways trimming and cutting.

# Memo

**To:** Town Commissioners  
**From:** Bill Perkinson  
**CC:** Mayor, Town Administrator, Warren County Director of Public Works, Norlina Director of Public Works  
**Date:** August 8, 2024  
**Re:** July 2024 Monthly Activity Report for WWTP

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- **Pending Equipment Maintenance and 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)** Rebuild Sludge Recirculation Pump 2. **(Estimated Labor Cost – \$8,000)** **(4)** Replace Influent Pump 1 and 2 Double Mechanical Seal. **(Estimated Parts and Labor Cost –\$22,500)** **(5)** WWTP Sewer Trunk Line – additional construction work to resolve drainage issues. **(Estimated Cost –\$7,000)** **(6)** Oxidation Ditch 2 – integrate SCADA system for control of 4 existing mixers. **(Estimated Cost –\$21,000)** **(7)** Mechanical Bar Screen – Replace main chain, upper and lower drive sprockets, bearings, and rakes. **(Estimated Cost –\$38,000)** **(8)** Plant Collection System – Repair manhole invert. This manhole serves drain lines from the filter building, sludge recirculation building, and Clarifier No. 2. **(Estimated Cost –\$5,000)**
- **High Priority Repair:** Rotor 2C and Complete Drive Train Replacement. Note: This rotor is no longer functional and is critical to the plant's operation. **(Estimated Parts and Labor Cost –\$115,000)...****Current Status: Replacement unit and hardware was ordered and delivery estimate is early September 2024.**
- **Completed Plant Maintenance/Repair Related Information:** **(1)** Emergency Repair. WWTP Office HVAC Unit – Repaired reversing valve control. Contractor: Gupton Services (Labor - \$160.00) **(2)** Repair. Sludge Recirculation Pump No. 2. Overhauled. Contractor: Liles Pump Service (Labor - \$8,500.00, Parts provided from Plant inventory)

**Total cost for Repairs (Account No. 39-861-342) - \$8,660.00**

- **Plant Discharge Quality:** Our discharge quality remained good throughout the entire month. 13.68 million gallons were treated.



## Warrenton Police Department

Monthly Summary/ August 2024

### Incident Briefs

7/7/2024	Assault Inflicting Serious Bodily Injury Possession of Firearm by Felon	On-Going Investigation
7/9/2024	Assault w/ Deadly Weapon Inflicting Serious Injury	Closed by Other Means
7/29/2024	Second-Degree Trespass	Closed by Arrest



# Activity Log Event Summary (Cumulative Totals)

Warrenton Police Department

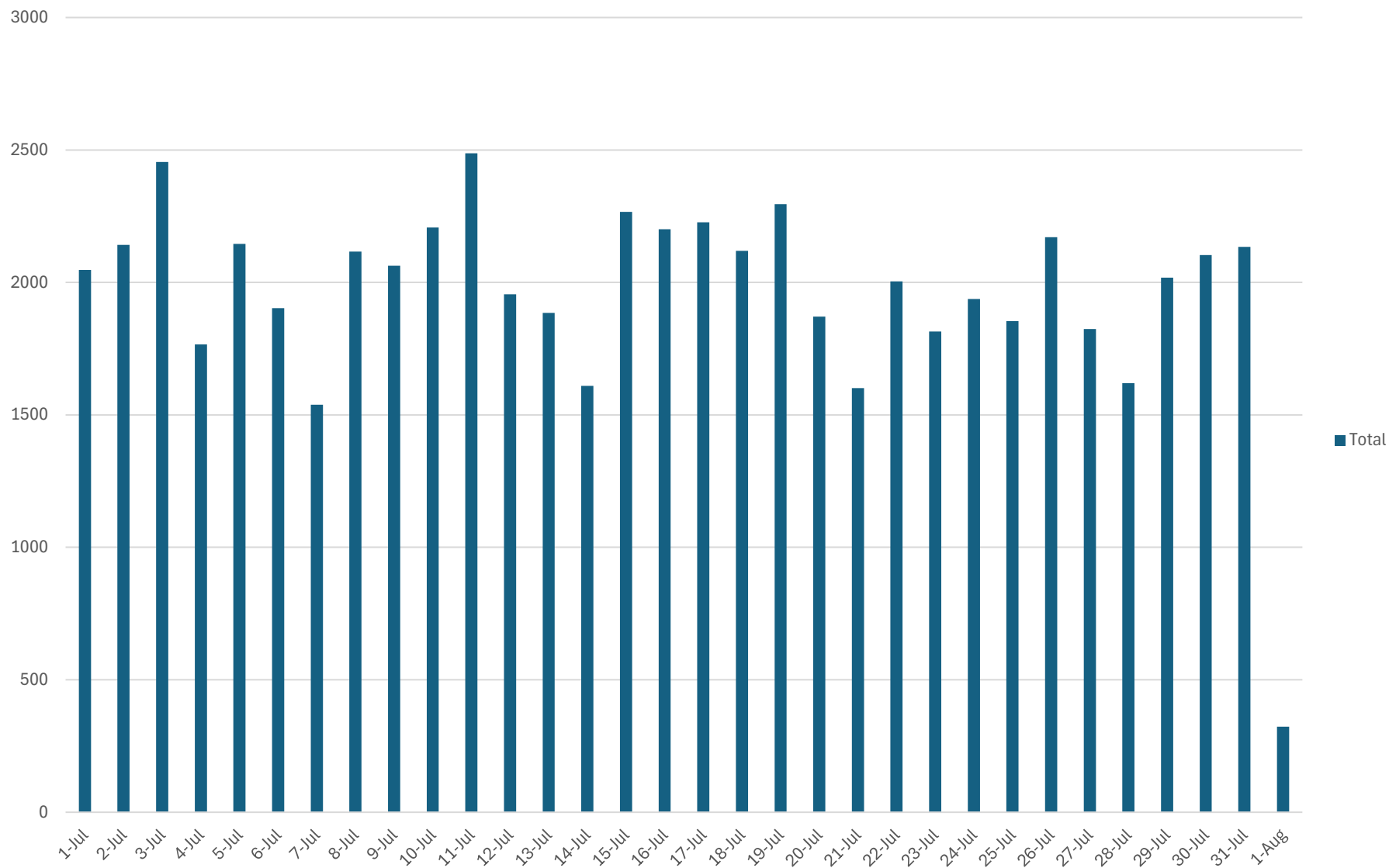
(07/01/2024 - 07/31/2024)

911 Hang-up	3	Accident	2
Alarm Activation	14	Alarm-Hold Up	1
Assault-Physical	2	Assist Fire Dept	2
Assist WC EMS	4	Assist WCSO	1
Communicating Threats	1	Complaint	1
Disabled Vehicle	1	Domestic	1
Follow up Investigation	5	Funeral Escort	3
Information by Phone	1	Investigation and/or Interview	1
Patrol	13	Property Check – Business	9
Suspicious Person / Vehicle	1	Talk with Officer	3
Traffic Stop	2	Trespassing	2
Vehicle Lockout	1		

**Total Number Of Events: 74**

Sum of Vehicle no

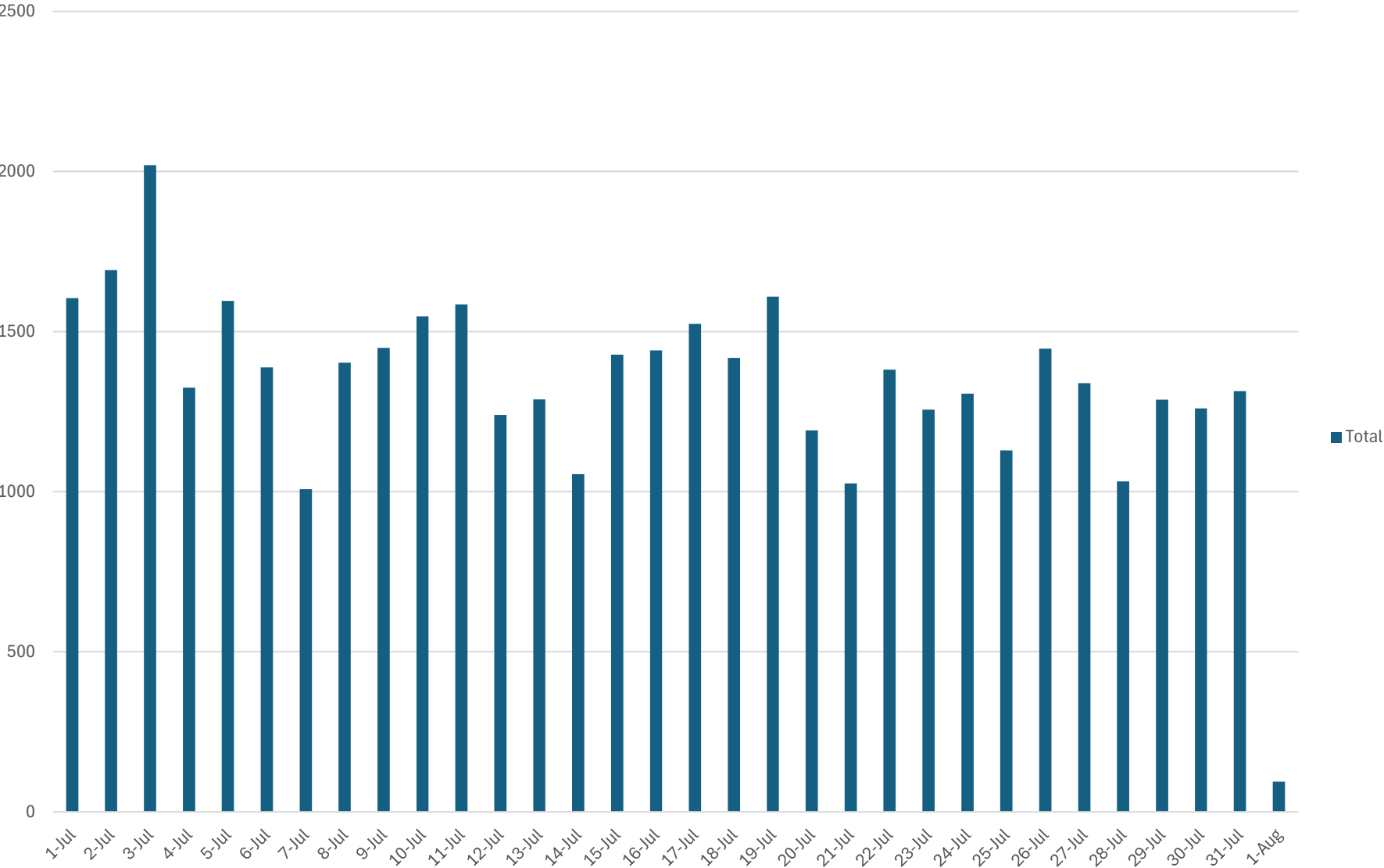
## N. Main Street - July 2024



Days (Log time)

Sum of Vehicle no

S. Main Street - July 2024

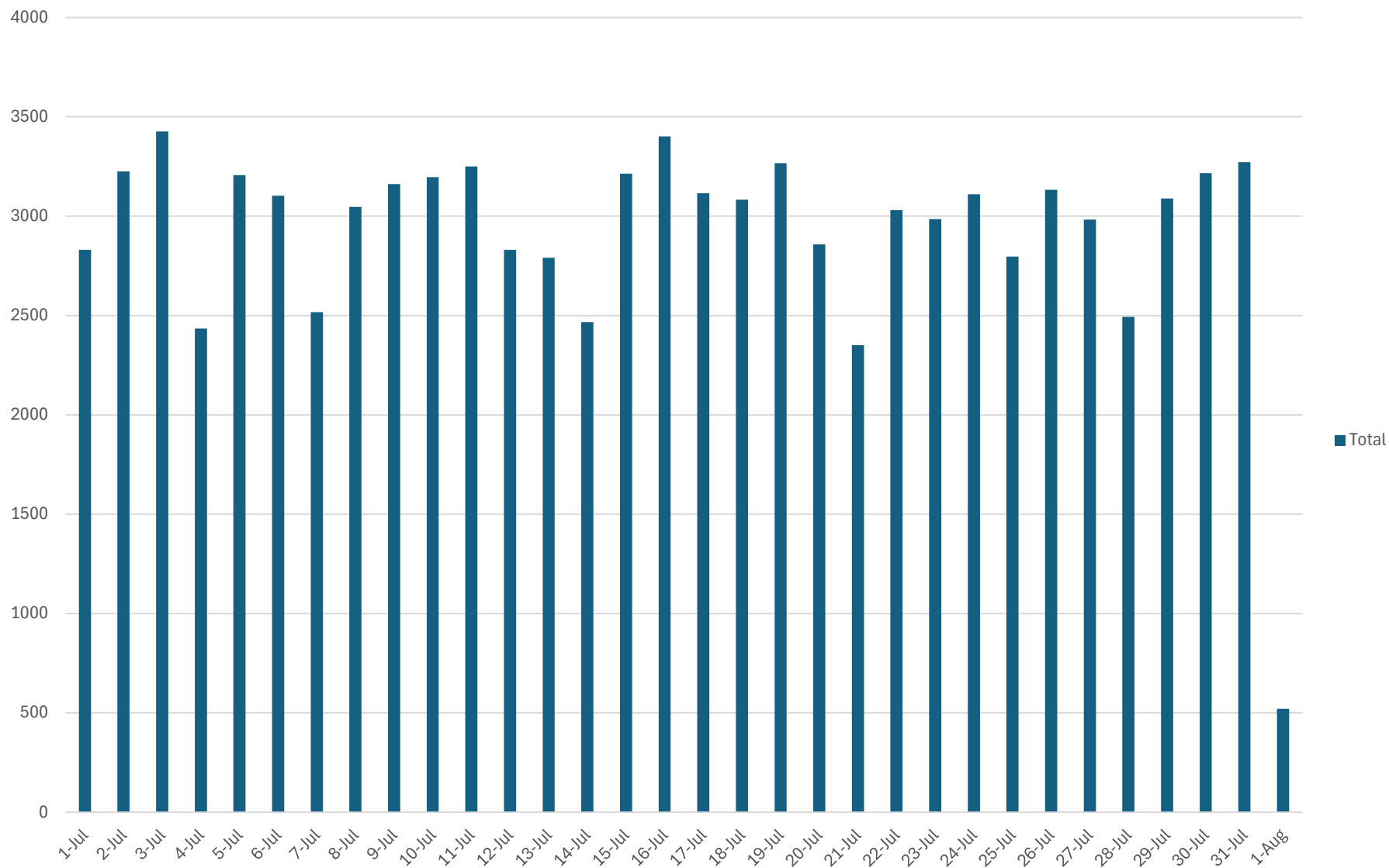


Days (Log time)

Log time

Sum of Vehicle no

## E. Macon Street - July 2024



Days (Log time)

Log time



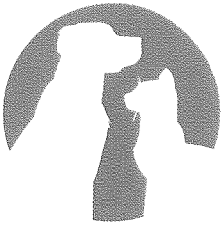
Walter M. Gardner, Jr. – Mayor  
Robert F. Davie, Jr. – Town Administrator

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### **BOC Meeting July 2024 – 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. Make changes to zoning map with Reynolds Tavern change. (cont.)
3. Vacant Building Ordinance letters... work with Commissioner Sourelis (cont.)
4. Evaluate mobile bathroom rental requirements and costs (cont.)
5. Verify rent with HF&P at \$1800/month. Determine if Al Fleming will take over the lease instead of running through the town.
  - ✓ Awaiting response from Chris Fisher
6. Appoint Tharrington as Interim Chief.
  - ✓ Done
7. Compose letter to Warren County for TDA appointment.
  - ✓ Done. Sent to Charla Duncan.



**MARGARET T. PETRIE SPAYING AND NEUTERING FOUNDATION**

Beth Tillman, Trustee

501 Eastowne Dr., Suite 130  
Chapel Hill, NC 27514  
info@petriefoundation.org  
T 919-402-1740  
F 919-240-7040

July 10, 2024

Mr. Robert Davie, Town Administrator  
Town of Warrenton  
P.O. Box 281  
Warrenton, NC 27589

Dear Mr. Davie:

I am writing to you on behalf of the Margaret T. Petrie Spaying and Neutering Foundation. Thank you for your inquiry regarding funding.

I invite you to submit a proposal for funding in the 2024 grant cycle. The deadline for submission for the 2024 grant cycle will be September 1, 2024, and decisions will be made by September 30, 2024. For more information about the proposal requirements, please see the enclosed information.

I look forward to hearing from you.

Best wishes,

*Beth Tillman, Trustee*

Beth Tillman, Trustee

Enclosure

# GUIDELINES

## **HOW TO APPLY IF YOU ARE NOT A PREVIOUS GRANT RECIPIENT**

- Submit a letter of inquiry (1-2 pages) by e-mail to [info@petriefoundation.org](mailto:info@petriefoundation.org)
- The letter should contain a brief statement describing your organization and a description of the project for which funds are being requested. The letter should include a mailing address for your organization as well as an e-mail address.
- Following review of the inquiry letter, you will be contacted regarding whether your organization may apply for a grant. You will be notified via letter to your mailing address and via e-mail if provided.
- If your organization is approved to apply for a grant, the deadlines and guidelines set forth for submission of grant proposals below apply.
- Letters of Inquiry are accepted throughout the year for organizations that have not previously received grants
- You do not need to submit a letter of inquiry if your organization has previously received a grant from the Petrie Foundation

## **USE OF PETRIE GRANT FUNDS**

- Petrie grant funds cannot be used for the cost of microchipping, salaries of staff, including veterinarians or veterinary technicians, rent or mortgage for a spay/neuter facility, advertising or promoting spay/neuter programs, or the cost of vaccinations that are not required in order to perform the spay/neuter procedure
- Petrie grant funds can be used for the spay/neuter procedure, including additional fees incurred if the cat or dog is pregnant, in heat, or cryptorchid, the cost of supplies for performing spay/neuter procedures, the cost of pain medication for the dog or cat (both during and post-procedure), the cost of a E-collar if needed, the cost of rabies vaccine, the cost of flea prevention at the time of surgery, the cost of ear tipping a feral or community cat, purchase of traps or other equipment utilized in a feral cat TNR program, the cost of fuel to transport animals to a spay/neuter clinic or veterinarian by volunteers or staff
- The Petrie Spay/Neuter Foundation is unable to consider capital projects at this time.
- If you have a question about whether a proposed expenditure would be an approved use of Petrie grant funds, please e-mail us a [info@petriefoundation.org](mailto:info@petriefoundation.org)

## **DEADLINES FOR GRANT PROPOSALS AND/OR REPORTS**

- Proposals from new applicants who have received a letter authorizing the submission of a proposal will be accepted January-September 1<sup>st</sup> annually.
- Proposals from previous grant recipients will be accepted January-September 1<sup>st</sup> annually.
- Reports on the use of funds awarded in the previous grant cycle are due no later than midnight on September 1<sup>st</sup> annually.

- **If the proposal is not received by September 1<sup>st</sup> annually and no extension of time has been approved, your proposal will not be considered.**
- If your report on the use of funds awarded in the previous grant cycle is not received by September 1<sup>st</sup> annually and no extension of time has been approved, your grant proposal for the new grant cycle will not be considered.
- Requests for an extension of time to submit either a proposal or a report should be submitted by e-mail to [info@petriefoundation.org](mailto:info@petriefoundation.org)
- A response to your request will be sent to the e-mail address from which the request was received.

## **GUIDELINES FOR GRANT PROPOSALS**

- Proposals Should Include the Following:

### **❖ Cover page**

Please include your organization's name, executive director, address, phone and email, amount of grant request, and a brief summary of your organization and its purpose.

### **❖ Background of your organization**

Briefly describe current operating structure and mission of your organization, as well as how it relates to The Margaret T. Petrie Spaying and Neutering Foundation's objectives. Describe the key personnel and identify who would be our principal contact. Please state specifically the counties served or impacted by your organization.

### **❖ Purpose of funding**

Please include the amount requested and describe how this funding will be used.

### **❖ Description of finances**

Please attach a copy of the operating budget of your organization as well as the budget for the project if this is a project-specific request. What are your organization's major sources of funding, both current and past?

### **❖ IRS Determination Letter**

Attach a copy of exemption status from the Internal Revenue Service.

### **❖ IRS Form 990**

If you are required to file an IRS Form 990, attach a copy of the first page of the most recently filed Form 990. If you are not required to file an IRS Form 990, please so state in your proposal.

- The proposal should be e-mailed to [info@petriefoundation.org](mailto:info@petriefoundation.org) and mailed to 501 Eastowne Dr., Ste. 130, Chapel Hill, NC 27514.
- A confirmation of receipt of your proposal will be sent to the e-mail address from which the proposal was received.



## **GUIDELINES FOR REPORTS**

- **You are required by the terms of the grant award to provide us with a report containing the information requested.**
- Reports should include the following information:
  - ❖ The total number of dogs or cats that were spayed or neutered using the Petrie grant broken down by cat spay, cat neuter, dog spay and dog neuter
  - ❖ The total number of dogs or cats that were spayed or neutered using the Petrie grant broken down by feral/community cats, owned animals and animals in your organization's adoption program
  - ❖ The total number of dogs or cats that were spayed or neutered by your organization during the grant period, regardless of the source of funds
  - ❖ The county or counties in which you served animals using the Petrie grant
  - ❖ How the spay/neuter was performed: by a private veterinarian, a mobile spay/neuter clinic, a spay/neuter clinic, or in-house.
  - ❖ If you do not provide the services in-house, state the average cost per procedure type and what items are included within the cost. For example, if a veterinarian charges a \$50.00 flat fee to neuter a cat, what does the flat fee include?
  - ❖ If you provide the services in-house, provide the cost for each type of procedure, including medications, supplies, vaccinations, and staff time.
  - ❖ Provide an accounting of how the Petrie funds were actually utilized. For example, we paid veterinarian X this amount to perform Y cat spays and Z dog spays, or we purchased this list of surgical supplies, medications, etc., at this cost.
  - ❖ If you had a specific goal in the grant request, state whether the goal was reached.
  - ❖ Although it is not required, pictures and stories about the animals and the people you have helped are always welcome.
  - ❖ Any additional information you want to share about your organization or its work is appreciated.
- The report should be e-mailed to [info@petriefoundation.org](mailto:info@petriefoundation.org) and mailed to 501 Eastowne Dr., Ste. 130, Chapel Hill, NC 27514.
- A confirmation of receipt of your report will be sent to the e-mail address from which the report was received.



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

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### **Cover Page**

The Town of Warrenton and the Warrenton Animal Clinic are requesting grant funding in the amount of \$80,000 from the Petrie Spaying & Neutering Foundation for the purpose of providing spaying and neutering services to primarily low and moderate-income owners of cats and dogs throughout Warren County, NC. The Town of Warrenton and Warrenton Animal Clinic are partnering to contribute expertise and to provide grant administration and spaying and neutering services to this project. This partnership, between the Town and clinic, recently and successfully completed a building-reuse grant project awarded by the North Carolina Department of Commerce.

Both the Town and Warrenton Animal Clinic are aware of the grant terms and if awarded pledge to adhere to each guideline and condition as well as provide required reporting. A grant award to the Town of Warrenton would greatly improve and impact the pet population throughout this low-income community and county, ranked as the sixth most impoverished in the State according to the Office of State Management and Budget.

### **Organizational Purposes**

**The Town of Warrenton** is the county seat of Warren County, founded in 1779, serving a local population of 2500 and a county-wide population of nearly 20,000. The purpose of the Town is to provide a variety of services to its citizens and surrounding residents including but not limited to public safety, utilities, streets, zoning and sanitation services.

Town of Warrenton, NC  
Robert Davie, Town Administrator  
PO Box 281, Warrenton, NC 27589  
(252)257-1122 x201  
[townadministrator@warrenton.nc.gov](mailto:townadministrator@warrenton.nc.gov)

Town of Warrenton, NC  
Meredith Valentine, Director of Finance  
PO Box 281, Warrenton, NC 27589  
(252)257-1122 x202  
[m.valentine@warrenton.nc.gov](mailto:m.valentine@warrenton.nc.gov)

**The Warrenton Animal Clinic** is the only veterinary clinic providing general veterinary services for the residents of Warrenton and Warren County. It has been continuously operating and providing these services since 2001.

Warrenton Animal Clinic  
Dr. Amy O'Malley  
Doctor of Veterinary Medicine  
327 E. Macon St., Warrenton NC 27589  
(252)257-0737  
[aeomalley8@gmail.com](mailto:aeomalley8@gmail.com)

Warrenton Animal Clinic  
Morgan Tyler  
Practice Manager  
327 E. Macon St., Warrenton, NC 27589  
(252)257-0737  
[morgan@warrentonanimalclinic.com](mailto:morgan@warrentonanimalclinic.com)



Walter M. Gardner, Jr. – Mayor  
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### **Bragging Rooster Days with Food Trucks**

#### 2023 Days E. Market Street is Closed

January	5
February	9
March	12
April thru June	37
July thru September	38
Oct thru Dec	42

#### 2024 Days E. Market Street is Closed

Jan thru March	37
April thru June	37
July thru September	41



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### **Sub-division Ordinance**

Updating the Town's zoning ordinances has been an identified, critical need for several years. The Town has just not had the funding to enter into such an endeavor with typical costs ranging between \$70,000 and \$75,000. Right now, the Town has received a grant from the NCLM to update sections of the zoning ordinance that can fall under ARPA rules and those are being worked on at the moment. However, sub-division ordinances do not fall under ARPA rules and cannot be worked on as a part of this grant.

*Right now, the Town of Warrenton does NOT have a sub-division ordinance, at all.* That means there are no rules governing the sub-division of lots or property within the town limits or ETJ. Therefore, the Town cannot control how a property owner splits his property, accesses his divided properties (streets), or maintains common access to properties under an HOA, for example.

The only control the Town has is the size of the lot based on our residential zoning of R-8, R-12 and R-20, which require minimum lot sizes of 8000, 12,000 and 20,000 square feet, respectively. (One acre = 43,560 s/f)

At the present time, there is interest in sub-dividing an 18-acre parcel at the end of King Street and White Street that surrounds the property of Cynthia Jenkins.

### **Options for the Town:**

1. Allow current sub-divisions to continue without any ordinances or requirements
2. Engage a reputable firm to develop a basic sub-division ordinance that can be easily inserted into the Town's current zoning ordinance and place a moratorium on sub-division applications until the new ordinances can be put in place

### **Widely Used Planners Already Contacted:**

1. Code Wright Planners
  - a. Typical Sub-division ordinance development cost = \$25,000 to \$30,000
  - b. 3-month timeframe to accomplish, including input and review by Planning Board
2. WithersRavenel
  - a. Gap analysis required, first, at cost of \$13,800
  - b. 3-month timeframe to accomplish
  - c. Followed by Sub-division ordinance development at cost of \$30,000 or more

### **Recommendation:**

Work with Code Wright Planners, a smaller, more flexible company, to develop a basic or fundamental sub-division ordinance, instead of a very detailed one. Offer \$12,500, or half the regular rate as verbally quoted, to Code Wright Planners, to be paid out of Fund Balance. Place moratorium on any new subdivisions until the ordinances can be put in place.



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Robert F. Davie, Jr. – Town Administrator

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**Planning Board  
August 7, 2024  
Minutes**

Chairperson, Cynthia Jenkins called to order a meeting of the Planning Board at 5:30 PM at the Warrenton Town Hall. Attending were board members Stephen White, Dian Sourelis, Carlos Verdaguer, Robert Davie, Commissioner Jason Young, and Tracy Stevenson. Board members, George Humphries and Georgianna Weddington joined the meeting via phone. A quorum was present.

Town Administrator, Robert Davie informed the board that the Town of Warrenton has no ordinances in place for subdivisions. Mr. Davie addressed his concerns with the board for guidelines for developers to follow when dealing with subdivisions. He stated that he had reached out to Frank Frazier with the COG, who had done the updated ordinances for the Town in the past but had not heard back from him. Mr. Davie stated that he had contacted two other firms about creating subdivision ordinances for the Town with an estimated cost of \$25,000 to \$30,000. He suggested that the board recommend a moratorium on new subdivisions in the Town of Warrenton to the Board of Commissioners at their next scheduled meeting on August 12, 2024. Steve White made a motion to recommend a moratorium on major and minor subdivisions as defined by state law, effective immediately and lasting until Subdivision Ordinances are created and adopted by the Town Board. Dian Sourelis seconded the motion and the motion was approved by unanimous vote, Cynthia Jenkins abstaining.

With no further business, the meeting was adjourned.

July 19, 2024

Robert Davie  
Town Manager  
Town of Warrenton  
113 S Bragg Street  
Warrenton, NC 27589  
Email: [townadministrator@warrenton.nc.gov](mailto:townadministrator@warrenton.nc.gov)

RE: **Agreement for Professional Services  
Town of Warrenton Ordinance Assessment  
Warrenton, North Carolina  
WithersRavenel Project No. 24-0732-A**

Dear Mr. Davie,

WithersRavenel, Inc. is pleased to provide this proposal to the Town of Warrenton for consulting services.

The project consists of an assessment of the Town's Zoning Ordinances (Chapter 151) in anticipation of a future full-scale update to that same chapter following the assessment. Our goal is to set the stage for revisions that will create a solid, modern, efficiently administered code that will reinforce local character and priorities, in a user-friendly format. Key milestones of this assessment would involve the following:

- Project kickoff meeting, coordination, and scheduling.
- Regular check-in calls to evaluate progress.
- Summary document of Town needs, opportunities, and challenges.
- Analysis of previous planning efforts and incorporation of those concepts.
- Review of the ordinance and creation of a Revision Roadmap document.
- Two meetings with staff to review and revise the Revision Roadmap document based on local review and direction.
- Delivery of a finalized Revision Roadmap document that will provide specific guidance for the subsequent full-scale update to the Zoning Ordinance.

It is anticipated that the effort involved in this project would be approximately \$13,800. The anticipated timeline is approximately 3 months.

We look forward to collaborating with you on this project. Please feel free to contact me with any questions and/or to discuss or refine any aspect of this proposal.



Sincerely,

Jay McLeod, AICP

Director, Community Planning, Design and Planning

**WithersRavenel**

[jmcleod@withersravenel.com](mailto:jmcleod@withersravenel.com)

Direct. 919-747-4158

Cc: Ty Colwell, [tcowell@withersravenel.com](mailto:tcowell@withersravenel.com)





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

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## **STATUS OF GRANTS**

**NC DEQ Water Infrastructure WWTP -- \$750,000 awarded.** Received award letter.

- To replace 44-year-old rotors and clean out oxidation ditch #1, which are currently the most critical issues at the WWTP. Awaiting approval from NCDEQ with revised commitments.

### **(Fund 67) NC Neighborhood Revitalization Program**

- CDBG funds to assist in repairing houses owned by citizens of low or moderate incomes.
- NC Commerce has granted an additional \$200,000 in funding due to inflation.
- Second phase rehab of two homes. Renovation to commence July 8, 2024. Third of three replacement houses now complete (Fairlane Dr.). Resident moving in shortly.

### **(Fund 68) Building Reuse Grant**

- Town awarded \$50,000 from NC Commerce for Warrenton Veterinary Clinic.
- NC Commerce sent paperwork for claw back of approximately \$20,000. Paperwork submitted to NC Commerce. Two repayments due six months apart. Final repayment made to Commerce and reimbursed by Warrenton Veterinary Clinic. Expect closeout soon.

### **(Fund 71) Brownfield Grant**

- This \$300,000 grant to analyze environmental issues on properties in Warrenton.
- EPA approved funding for a Landmark status application to the National Parks Service for All Saints Episcopal Church.
- \$32,000 of \$300,000 remaining in budget.

### **Golden Leaf Storm Water Grant**

- Town awarded \$196,447.50 for stormwater repairs to Brehon Street.
- Survey of affected area is complete.
- Engineer preparing bid documents.

### **Southeast Crescent Regional Commission**

- The Town has been invited to submit a full application for the *State Economic and Infrastructure Development* (SEID) Grant Program. This grant is designed to “Foster Entrepreneurial and Business Development Activities”. Application budget will be

\$100,000 of which \$20,000 is in-kind match provided by Research Triangle Foundation, Kerr-Tar COG, Lake Gaston Chamber of Commerce and Town of Warrenton. Town has received official notice of award of \$80,000.

#### **NCLM Assistance Grant**

- Town awarded an in-kind grant from the NC League of Municipalities to evaluate and recommend changes to Town's zoning ordinances. Funded by ARP, the League will engage the legal firm of Parker Poe to assist the Town in making changes at no cost to the Town. Scope of work to include:
  - Compliance of zoning code with any updated requirements from state
  - Review of sign ordinances
  - Review of Special Use permit process
  - Recommendations for driveway sizes
  - Creation of basic subdivision ordinance

#### **In Progress Grant Applications:**

- Town-Wide Water System Improvements: \$1,564,600 (Received award notice.)
- Stormwater Planning Grant: \$400,000 (Not awarded.)
- PARTF Grant application submitted for park parcels along Church and N. Hall Sts. (Award notice late summer or early fall 2024)
- NCDEQ applications for Waste Water and WWTP submitted for spring round of funding. (Awarded \$1,250,000 for improvements to the Waste Water Treatment Plant and \$1,000,000 for improvements to the town's sewer lines. )
- State and Local Cybersecurity Grant: \$...... (award date postponed until August 31, 2024)

**From:** Grants <grants@scrc.gov>  
**Sent:** Tuesday, July 16, 2024 9:01 PM  
**To:** townadministrator warrenton.nc.gov  
**Cc:** Dr. Jennifer Clyburn Reed; Christopher H. McKinney; Dr. Dennis Dotterer; Collier, Olivia A; Joshlynn Edmond  
**Subject:** SCRC State Economic and Infrastructure Development Grant Award Official Notification - SEID23NC041

July 16, 2024

Robert Davie  
Town Administrator  
Town of Warrenton  
townadministrator@warrenton.nc.gov

Re: SCRC State Economic and Infrastructure Development Grant Award Official Notification

Dear SCRC SEID Applicant:

On behalf of the Southeast Crescent Regional Commission (SCRC), we are pleased to inform you that your organization has been selected to receive a State Economic and Infrastructure Development (SEID) grant. This award recognizes that your project aligns with the priorities identified in SCRC's authorizing statute, Five-Year Strategic Plan, and State Economic Development Plan.

**Grant Details:**

Recipient Organization: Town of Warrenton	Grant Award Number:
SEID23NC041	
Project Title: Developing Frontier Warren's Entrepreneurial Ecosystem	Grant Amount: \$80,000

The SEID grant program supports projects that demonstrate significant potential to contribute to economic development and infrastructure improvements in the Southeast Crescent region. Your project, Developing Frontier Warren's Entrepreneurial Ecosystem, certainly exemplifies these goals.

SCRC looks forward to working with Town of Warrenton to ensure the project's success. In addition to this award notification, you will receive an additional email with information which will provide you with further instructions on how to proceed moving forward. Please note that this is not a notice to proceed but an award notification only.

Also, a separate award package, that includes the grant agreement, reporting requirements, grant manual, and other relevant documents will follow in the coming weeks. All applicants are expected to adhere to the terms and conditions outlined in the award package. Failure to comply with requirements may result in the reduction or rescinding of funding. If you have any questions or concerns, please notify the SCRC Grants and Programs Department at [grants@scrc.gov](mailto:grants@scrc.gov).

We congratulate you on your successful application and look forward to seeing the positive impact your project will bring to our region.

Kind Regards,

Jennifer Clyburn Reed, Ed. D., Federal Co-Chair

**Melissa L. Lindler, MPA, PMP**

Chief of Staff to Dr. Jennifer Clyburn Reed, Federal Co-Chair

Southeast Crescent Regional Commission (SCRC)

1901 Assembly Street | Suite 370

Columbia, SC 29201

Cell: 202.794.0001

Office: 803.851.3356

Email: [mlindler@scrc.gov](mailto:mlindler@scrc.gov)

Website: [scrc.gov](http://scrc.gov)

**About the Southeast Crescent Regional Commission (SCRC)**

The Southeast Crescent Regional Commission (SCRC) is a federal entity authorized in the 2008 Farm Bill to promote and encourage economic development in areas of Alabama, Georgia, Mississippi, North Carolina, South Carolina, Virginia, and all of Florida. SCRC invests in projects that help create jobs, grow communities and improve the lives of those who reside in the 428 counties of the seven-state region.

Agenda Item I-8. Complete and Eligible Wastewater Applications: Preliminary Funding Scenario

Blue rows = proposed full or partial funding in the scenario [preliminary]

Application Number	Potential Funding Source(s)	Applicant Name	County	Project Name	Points Verified	Project Purpose	Project Benefits	System Mgmt.	Affordability	Funding Requested	Minimum PF/Grant Requested	Maximum Qualified PF/Grant	WW State Reserve Grant	CWSRF Principal Forgiveness	CWSRF Loan	Total SWIA Funded	Notes
1	SRF SRP	Sanford, City of	Lee	Sanford Third Street Area Sewer Rehab	68	20	22	15	11	\$5,028,395	\$0	\$2,514,198	\$514,198	\$2,000,000	\$2,514,198	\$5,028,395	Resulted from recent ARPA planning project.
2	SRF	Cape Fear Public Utility Authority	New Hanover	Southside WWTP Replacement and Capacity	67	10	35	15	7	\$242,056,884	\$0	\$0		\$0	\$35,000,000	\$35,000,000	Previously partially funded: Project CS370923-15 has \$70M SRF. Seeking additional funds. CWSRF loan is capped at \$35M.
3		Laurinburg, City of	Scotland	Bridge Creek & College Park Sewer Rehab	64	20	18	15	11	\$8,951,000	\$0	\$0				\$0	Bypassed for SRF loan. Previously funded as CS370924-02. Application states requesting additional PF or grant only to replace loan amount. Project is not eligible for grant/PF.
4	SRF	Eden, City of	Rockingham	City of Eden North Basin Repairs	64	20	16	15	13	\$7,203,212	\$0	\$1,800,803		\$1,800,803	\$5,402,409	\$7,203,212	Green project. Seeking additional funds to SRP-W-ARP-0244. Will require complying with SRF conditions by adding CWSRF funds.
5	SRF	Kinston, City of	Lenoir	Herritage Street Sewer Replacement	63	20	15	15	13	\$3,384,756	\$0	\$846,189		\$846,189	\$2,538,567	\$3,384,756	
6	SRF	Kinston, City of	Lenoir	Upper Neuse Sewer Rehabilitation/Replace	63	20	15	15	13	\$6,292,450	\$0	\$1,573,113		\$1,573,113	\$4,719,338	\$6,292,450	
7	SRP	Warrenton, Town of	Warren	WWTP Improvements	63	20	3	15	25	\$1,250,000	\$0	\$1,250,000	\$1,250,000			\$1,250,000	Previously funded: Project SRP-W-0220, additional funds needed.
8		Enfield, Town of	Halifax	Phase 7 Sewer System Improvements	61	20	3	15	23	\$4,900,000	\$4,900,000	\$3,675,000				\$0	Bypassed - Project not eligible for minimum PF/grant requested.
9	SRP	Warrenton, Town of	Warren	Sanitary Sewer Rehabilitation	60	20	0	15	25	\$1,000,000	\$0	\$1,000,000	\$1,000,000			\$1,000,000	
10	SRF SRP	Pinetops, Town of	Edgecombe	2024 WWTP Rehabilitation	58	20	4	15	19	\$6,280,240	\$3,140,120	\$3,140,120	\$1,085,803	\$2,000,000	\$3,194,437	\$6,280,240	
11		White Lake, Town of	Bladen	Phase 3 Sewer Improvements	57	20	3	15	19	\$4,428,322	\$4,428,322	\$0				\$0	Bypassed - Project not eligible for minimum PF/grant requested.
12	SRF	Gates County	Gates	Cooper School Wastewater Improvements	56	20	16	7	13	\$2,816,052	\$0	\$2,816,052	0	\$2,000,000	\$816,052	\$2,816,052	Uses remaining SRP grant available
13	SRF	Gates County	Gates	Buckland School Wastewater Improvements	56	20	16	7	13	\$1,305,333	\$0	\$326,333		\$326,333	\$979,000	\$1,305,333	
14	SRF	Stantonsburg, Town of	Wilson	Sewer Collection System Phase II Rehabil	56	20	0	15	21	\$2,126,642	\$0	\$1,594,982		\$554,150	\$184,717	\$738,866	Previously partially funded. Project SRP-W-0211 funded with \$1,387,776, SRP grant. Seeking \$738,866 in additional funds. Will require complying with SRF conditions by adding CWSRF funds.
15		Kingstown, Town of	Cleveland	Lift Station, Gravity Sewer, and Force M	56	12	18	5	21	\$2,486,370	\$2,486,370	\$2,486,370				\$0	Bypassed - Insufficient PF/grant available to meet minimum requested amount.
16	SRF	Durham County	Durham	Triangle WWTP Rehab and Improvements	55	20	30	5	0	\$30,365,940	\$0	\$0		\$0	\$30,365,940	\$30,365,940	
17	SRF	Sharpsburg, Town of	Nash	2024CWSRF Wastewater System Improvements	54	10	18	5	21	\$3,215,000	\$0	\$3,215,000		\$2,000,000	\$1,215,000	\$3,215,000	Last funded CWSRF project.
18		Louisburg, Town of	Franklin	Sanitary Sewer Rehabilitation	52	20	0	15	17	\$3,038,300	\$0	\$2,278,725		\$0		\$0	

Application Number	Potential Funding Source(s)	Applicant Name	County	Project Name	Points Verified	Project Purpose	Project Benefits	System Mgmt.	Affordability	Funding Requested	Minimum PF/Grant Requested	Maximum Qualified PF/Grant	WW State Reserve Grant	CWSRF Principal Forgiveness	CWSRF Loan	Total SWIA Funded	Notes
19		Magnolia, Town of	Duplin	2024 Sewer Rehabilitation/Replacement	51	20	3	7	21	\$1,968,050	\$1,968,050	\$1,476,038		\$0		\$0	
20		Murfreesboro, Town of	Hertford	Townwide Lift Station Improvements	51	20	3	7	21	\$3,800,500	\$0	\$1,900,250		\$0		\$0	
21		Magnolia, Town of	Duplin	Newberry Sewer Pump Station Replacement	49	20	3	5	21	\$1,075,310	\$1,075,310	\$806,483		\$0		\$0	
22		Fayetteville Public Works Commission	Cumberland	Rockfish Creek WRF Expansion Phase 3	49	2	19	15	13	\$149,263,250	\$0	\$0		\$0		\$0	
23		Nashville, Town of	Nash	Nashville-Sewer Rehab-Phase 1-Regency	48	20	0	7	21	\$584,574	\$0	\$0		\$0		\$0	
24		Conover, City of	Catawba	L'echo Park Outfall Sewer Replacement	48	10	22	7	9	\$4,720,700	\$0	\$2,360,350		\$0		\$0	
25		Ansonville, Town of	Anson	Sewer System Improvements	47	20	3	5	19	\$3,820,895	\$3,820,895	\$3,820,895		\$0		\$0	
26		Snow Hill, Town of	Greene	WWTP Bar Screen Replacement	47	20	3	7	17	\$2,384,200	\$0	\$1,192,100		\$0		\$0	
27		Franklinville, Town of	Randolph	Ogle's Creek Pump Station and Force Main	47	10	11	5	21	\$2,000,000	\$2,000,000	\$1,500,000		\$0		\$0	
28		Spindale, Town of	Rutherford	WASTEWATER TREATMENT IMPROVEMENTS PROJEC	46	20	6	5	15	\$7,209,740	\$1,500,000	\$3,604,870		\$0		\$0	
29		Hookerton, Town of	Greene	Sewer Collection Rehabilitation & Relini	46	20	4	5	17	\$988,630	\$500,000	\$247,158		\$0		\$0	
30		Maysville, Town of	Jones	Wastewater Collection System Upgrades	46	20	0	5	21	\$949,000	\$949,000	\$949,000		\$0		\$0	
31		Haw River, Town of	Alamance	Haw River I/I Reduction Project	46	20	0	5	21	\$3,250,000	\$3,250,000	\$2,437,500		\$0		\$0	
32		Louisburg, Town of	Franklin	Green Hill Pump Station Upgrade	46	10	4	15	17	\$3,533,200	\$0	\$2,649,900		\$0		\$0	
33		Johnston County	Johnston	CJCRWWTF Improvements	45	20	10	7	8	\$14,060,000	\$0	\$0		\$0		\$0	
34		Hookerton, Town of	Greene	Hookerton-Sewer Rehab	45	20	3	5	17	\$2,513,949	\$0	\$1,885,462		\$0		\$0	
35		Junaluska Sanitary District	Haywood	Hwy 209 Pump Station Rehabilitation	45	20	3	7	15	\$488,650	\$0	\$366,488		\$0		\$0	
36		Clayton, Town of	Johnston	Clayton Sams Branch WRF Improvements	45	10	8	15	12	\$246,330,000	\$0	\$0		\$0		\$0	
37		Spindale, Town of	Rutherford	WASTEWATER COLLECTION SYSTEM IMPROVEMENT	44	20	4	5	15	\$5,334,380	\$1,500,000	\$2,667,190		\$0		\$0	
38		Conway, Town of	Northampton	F23-Conway-Spray Field Rehabilitation	44	20	4	5	15	\$817,487	\$0	\$0		\$0		\$0	
39		Fairmont, Town of	Robeson	Regional WWTP Improvements	42	20	0	5	17	\$10,140,000	\$10,140,000	\$7,605,000		\$0		\$0	
40		Yadkin Valley Sewer Authority	Surry	2024 WWTP Improvements	42	12	0	15	15	\$1,344,000	\$0	\$672,000		\$0		\$0	
41		Princeton, Town of	Johnston	Sewer I&I Remediation	41	20	0	5	16	\$1,031,820	\$0	\$773,865		\$0		\$0	
42		Sharpsburg, Town of	Edgecombe, Nash, Wilson	Fall 2023 CWSRF Pump Station & WWCS Imp.	41	12	3	5	21	\$555,000	\$555,000	\$555,000		\$0		\$0	
43		Cumberland County	Cumberland	Landfill Leachate PFAS Treatment	40	20	13	0	7	\$16,035,799	\$0	\$0		\$0		\$0	
44		Albemarle, City of	Stanly	US52 WTP Sludge Dewatering System	40	20	8	5	7	\$6,246,000	\$0	\$0		\$0		\$0	
45		Weldon, Town of	Halifax	Weldon Wastewater Funding Application	38	20	3	0	15	\$1,376,020	\$0	\$0		\$0		\$0	

Application Number																	
	Potential Funding Source(s)	Applicant Name	County	Project Name	Points Verified	Project Purpose	Project Benefits	System Mgmt.	Affordability	Funding Requested	Minimum PF/Grant Requested	Maximum Qualified PF/Grant	WW State Reserve Grant	CWSRF Principal Forgiveness	CWSRF Loan	Total SWIA Funded	Notes
46		Vanceboro, Town of	Craven	Wastewater Collection System Improvement	38	20	0	5	13	\$7,378,725	\$7,378,725	\$5,534,044		\$0		\$0	
47		Gamewell, Town of	Caldwell	Kincaid Hill Road Sewer Project	38	20	0	5	13	\$810,300	\$250,000	\$405,150		\$0		\$0	
48		Havelock, City of	Craven	Sanitary Sewer Collection System Impvts.	38	20	0	5	13	\$2,447,950	\$0	\$1,835,963		\$0		\$0	
49		Clay County	Clay	Sewer Plant Improvements	38	10	0	5	23	\$707,209	\$0	\$707,209		\$0		\$0	
50		Waynesville, Town of	Haywood	Wastewater Infrastructure Project	37	20	5	5	7	\$6,887,300	\$0	\$0		\$0		\$0	
51		Bay River Metropolitan Sewage District	Pamlico	Bayboro WWTF Improvement	36	20	3	0	13	\$1,714,450	\$0	\$857,225		\$0		\$0	
52		Elizabeth City, City of	Pasquotank, Camden	Main Street Basin Rehabilitation, Ph. I	36	20	0	5	11	\$3,000,000	\$500,000	\$1,500,000		\$0		\$0	
53		Norwood, Town of	Stanly	Norwood Sewer Replacement & Rehab.	35	12	0	5	18	\$4,534,210	\$0	\$4,534,210		\$0		\$0	
54		Fuquay-Varina, Town of	Wake	FV Middle Creek WWTP Decommission	34	2	11	15	6	\$15,125,000	\$0	\$0		\$0		\$0	
55		Mebane, City of	Alamance	Water Resource Recovery Facility Expansi	33	10	14	7	2	\$45,892,900	\$0	\$0		\$0		\$0	
56		Randleman, City of	Randolph	WWTP Lab Bldg. Replacement & Blower Bldg	32	20	0	5	7	\$2,170,500	\$0	\$0		\$0		\$0	
57		Goldsboro, City of	Wayne	Arrington Bridge Road WRF Improvements	32	10	6	5	11	\$150,000,000	\$0	\$112,500,000		\$0		\$0	
58		Sanford, City of	Lee	Sanford Stream Restoration Project	31	15	0	5	11	\$4,000,000	\$0	\$2,000,000		\$0		\$0	
59		Fayetteville Public Works Commission	Cumberland	Big Rockfish Creek Sanitary Sewer	30	2	0	15	13	\$6,031,750	\$0	\$0		\$0		\$0	
60		Maysville, Town of	Jones	WWTP Upgrades Phase 2	29	0	3	5	21	\$331,030	\$331,030	\$0		\$0		\$0	
61		Johnston County	Johnston	Selma EQ & Pumping Facility Upgrade	28	10	5	5	8	\$28,500,000	\$0	\$0		\$0		\$0	
62		Johnston County	Johnston	210 WWTF 4-8 MGD Expansion	28	0	13	7	8	\$35,000,000	\$0	\$0		\$0		\$0	
63		Holly Springs, Town of	Wake	Utle Creek WRF 6-8 MGD Expansion	27	2	6	15	4	\$189,977,200	\$0	\$0		\$0		\$0	
64		Snow Hill, Town of	Greene	WastewaterPumpStations Restore & Replace	27	0	3	7	17	\$1,683,000	\$0	\$0		\$0		\$0	
65		Newton, City of	Catawba	Clark Creek WWTP Improvements	26	2	8	5	11	\$20,250,000	\$0	\$10,125,000		\$0		\$0	
66		Roanoke Rapids Sanitary District	Halifax	Belmont Pump Station Improvement Project	24	2	3	10	9	\$3,405,937	\$0	\$0		\$0		\$0	
67		Johnston County	Johnston	WW Collection SCADA & Security Improv.	20	2	3	7	8	\$2,497,000	\$0	\$0		\$0		\$0	
68		Surry County	Surry	Fisher River Sewer Extensions	7	2	0	0	5	\$2,822,500	\$0	\$0	\$0	\$0	\$0	\$0	
Total													\$3,850,001	\$13,100,588	\$86,929,658	\$103,880,247	



## Eric StSing

**From:** Lipscomb, Clarissa M <ClarissaLipscomb@henderson.nc.gov>  
**Sent:** Tuesday, June 13, 2023 12:14 PM  
**To:** Ratliff, Amy; Blackmon, Terrell; brent.taylor@oxfordnc.org; Ellington, Eddie; Gary Daeke ; Kimbrell, Tracey C; Macon Robertson; Norwood, Cindy; Oxford Mayor; Ron Bullock (Ron.Bullock@oxfordnc.org); Eric StSing; Victor Hunt (vmhunt50@yahoo.com); Vincent Jones  
**Subject:** FY24 Regional Water Rates  
**Importance:** High

Below is a snippet of the rates starting in FY24 (July 1, 2023). If you have any questions, please feel free to reach out.

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Override ▶	2,213						
Usage Charge (MG)	2,213	441.01	480.24	522.98	630.98	683.65	740.92
Override ▶	1,415						
Henderson Monthly Capacity Charge	1,415	292,867	243,622	247,542	418,832	413,984	417,808
Override ▶	1,415						
Oxford Monthly Capacity Charge	1,415	83,237	81,207	82,514	133,998	132,382	133,657
Override ▶	1,415						
Warren Monthly Capacity Charge	1,415	89,904	81,207	82,514	126,360	125,465	126,833

\*\*\*Please note new email address clarissalipscomb@henderson.nc.gov\*\*\*

Clarissa(Christy) M Lipscomb,  
Water Resources Director/ORC  
P O Box 1434  
Henderson, NC 27536  
Phone:252-438-2141  
Cell: 252-430-9387  
Fax: 252-438-7866

"When the well is dry, we know the worth of water." Ben Franklin

Email correspondence to and from this address may be subject to the North Carolina Public Records Law and may be disclosed to third parties by an authorized state official.





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

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

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### **Recommendation for Temporary Increase in Officer Pay – Weekend Night Shifts**

Because of a recent incident during the weekend of July 4<sup>th</sup> and because the Town often has no officer on duty, we would like to incentivize our five, part-time officers to pick up problematic shifts.

This shift has most often had two officers on duty and now most often there are none on duty.

Recommend \$45/hour per shift instead of \$30/hour

- Only applies to Friday and Saturday nights 9:00PM to 3:00AM.
- Incentive pay = time and half for only hours 9pm to 3am
- Officers could pick up the entire 12-hour shift from 5pm to 5am, but would receive the regular hourly rate from before 9pm and after 3am.
- This Fri/Sat night shift is also known as a “power shift” whereby officers have the flexibility to modify or shorten the regular 12-hour schedule.

**RESOLUTION BY BOARD OF COMMISSIONERS OF  
WARRENTON, NORTH CAROLINA**

**WHEREAS,** the North Carolina Clean Water Revolving Loan and Grant Act of 1987 has authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of wastewater treatment works, wastewater collection systems, and water supply systems, water conservation projects, and

**WHEREAS,** the North Carolina Department of Environmental Quality has offered a State Grant, in the amount of \$ 750,000.00 for the construction of Oxidation Ditch No. 1 Cleanout – Oxidation Ditch No. 2 Rotor Replacements and

**WHEREAS,** the Town of Warrenton intends to construct said project in accordance with the approved plans and specifications,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF WARRENTON:**

That the Town of Warrenton does hereby accept the (State Grant offer of \$ 750,000.00 ).

That the Town of Warrenton does hereby give assurance to the North Carolina Department of Environmental Quality that all items specified in the grant offer, Section II - Assurances will be adhered to.

That Robert Davie, Town Administrator and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the Town of Warrenton has substantially complied or will substantially comply with all Federal, State and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted August 12, 2024, at Warrenton, North Carolina.

(Signature of Chief Executive Officer)

Date



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

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

---

**RESOLUTION BY BOARD OF COMMISSIONERS OF  
WARRENTON, NORTH CAROLINA**

**WHEREAS**, the Town of Warrenton has received a LASII Planning Grant from the 2023 Appropriations Act, Session Law 2023-134, administered through the Drinking Water Reserve and Wastewater Reserve to assist eligible units of government with meeting their water/wastewater infrastructure needs, and

**WHEREAS**, the North Carolina Department of Environmental Quality has offered 2023 Appropriations Act funding in the amount of \$ 400,000.00 to perform work detailed in the submitted application, and

**WHEREAS**, the Town of Warrenton intends to perform said project in accordance with the agreed scope of work,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF  
WARRENTON:**

That the Town of Warrenton does hereby accept the 2023 Appropriations Act LASII Planning Grant offer of \$400,000.00.

That the Town of Warrenton does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Robert Davie, Town Administrator, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with this project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this August 12, 2024, at Warrenton, North Carolina.

---

Signature of Chief Executive Officer

---

Date

# Warrenton Budget Amendments

Date:8/23/2024

Number:#2

Purpose of Amendment:

The purpose of this BA is to contract for subdivision ordinances.

Fund Name:

## Revenue

Account Title/Number:	Increase Amount	Decrease Amount
Approp FB/37-395-396	12,500	

Subtotal12,500-

Total12,500

Grand Total-

## Expenditure

Account Title/Number:	Increase Amount	Decrease Amount
Zoning/Ordinances/37-405-345	12,500	

Subtotal12,500-

Total12,500