



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

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

BOARD OF COMMISSIONERS REGULAR MEETING
7:00 PM MARCH 10, 2025
6:45 PUBLIC HEARING
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 February 10, 2025
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
 - h. Response Letter to Dwayne Hicks
 - i. Budget Amendment #6
6. Committee Reports
 - a. Finance and Administration (Ms. Hunter)
 - b. Public Works (Mr. Blalock)
 - c. Public Safety (Mr. Ayscue)
 - d. Human Resources/Information Technology (Mr. White)
 - e. Revitalization/Historic District Commission (Mr. Coffman)
 - f. Beautification/Facilities (Ms. Sourelis)
 - g. Planning/Zoning/Annexation (Mr. Young)
7. Old Business
 - a. Status of Grants – for information
 - b. Adoption of Subdivision Ordinances – for consideration
 - c. MOU for SCRC Grant Project – for consideration
 - d. Cyber Security Email Testing – for information
 - e. Update on Projects for Legislative Assistance – for information
8. New Business
 - a. Ordinance Update for Keeping Fowl – for information and consideration
 - b. NCDOT Agreement – Public Works Infrastructure (Subject to Legal Review) – for consideration
9. Announcements
10. Adjournment

Auction

Farm Equipment Auction!
Wednesday, February 26th @ 9 AM
60 Matthews Rd, Clayton, NC
Tractors, combines, plows, mowers, tanks, etc.
Online/live/simul-cast, tool room/shop will be a live/traditional auction.
www.johnsonproperties.com
NCAL 7340 (919) 639-2231

For Sale

Eliminate gutter cleaning forever! LeafFilter, the most advanced debris-blocking gutter protection. Schedule a FREE LeafFilter estimate today. 20% off Entire Purchase. Plus 10% Senior & Military Discounts. Call 1-877-649-1190

For Sale

Autos For Sale

1988 GMC Sierra pickup truck, gooseneck towing hitch, regular cab, long bed, 4 new tires, great body shape, needs transmission. \$2,000 OBO. Call 434-841-5266

Autos For Sale

2008 Mercedes Benz E350, EClass Wagon, grey paint, body great shape, needs major engine work. \$2,000 OBO. Call 434-841-5266

Help

Wanted

Help wanted selling auto parts online. Essex Auto Parts & Hardware in Hollister. Full or Part-time Flexible Pay & Commission 252-532-0821

For Sale

Miscellaneous

HEARING AIDS!!! High-quality rechargeable, powerful, Audien hearing aids priced 90% less than competitors. Tiny and NEARLY INVISIBLE! 45-day money back guarantee! 888-970-4637

Services

GOT TAX PROBLEMS? OWE UNDER 10K TO THE IRS? GET AFFORDABLE TAX HELP YOU DESERVE! START FOR JUST \$49/MO. CALL TAX RESPONSE CENTER 877-824-1321

Services

ATTENTION OXYGEN THERAPY USERS! Discover Oxygen Therapy That Moves with You with Inogen Portable Oxygen Concentrators. FREE information kit. Call 877-443-0443

BATH & SHOWER

UPDATES in as little as ONE DAY! Affordable prices - No payments for 18 months! Lifetime warranty & professional installs. Senior & Military Discounts available. Call: 1-877-560-1844

Replace your roof

with the best looking and longest lasting material- steel from Erie Metal Roofs! Three styles and multiple colors available. Guaranteed to last a lifetime! Limited Time Offer - up to 50% off installation + Additional 10% off install (for military, health workers & 1st responders.) Call Erie Metal Roofs: 1-855-585-1815

WATER DAMAGE

CLEANUP & RESTORATION: A small amount of water can lead to major damage in your home. Our trusted professionals do complete repairs to protect your family and your home's value! Call 24/7: 1-888-313-1427. Have zip code of service location ready when you call!

Services

Don't Pay For Covered Home Repairs Again! American Residential Warranty covers ALL MAJOR SYSTEMS AND APPLIANCES. 30 DAY RISK FREE/ \$100OFF POPULAR PLANS. 888-993-0878

Public Hearing Notice

The Town of Warrenton Board of Commissioners will hold a Public Hearing on Monday, March 10, 2025 at 6:45PM in the Warrenton Town Hall located at 113 S. Bragg Street to receive public comments on the following item:

· Subdivision Ordinances

The Warrenton Planning Board has reviewed and recommended the adoption of the Subdivision Ordinances by the Warrenton Board of Commissioners.

Citizens wishing to be heard on this matter may do so at the above-mentioned time and place.

A regularly scheduled Board of Commissioners meeting will be held following the public hearing at 7:00 PM.

Robert Davie
Town Administrator
Town of Warrenton
252-257-1122

ADMINISTRATOR'S NOTICE

In the General Court of Justice Superior Court Division State of North Carolina County of Warren

Having qualified as Administrator of the Estate of Richard John Bender of Norlina, NC, this is to notify all persons having claims against the Estate of said Richard John Bender to present them to the undersigned no later than May 19, 2025 which is three (3) months from the date of the first publication of this notice or same will be pleaded in bar of their recovery. All persons indebted to said estate, please make immediate payment.

This the 11th day of December, 2024

.Lucretia Ann P. Bender
Lou Ann P. Bender
169 Ed Petar Rd.
Norlina, NC 27563

Feb. 19, 26, March 5, 12-pd.

EXECUTOR'S NOTICE

IN THE GENERAL COURT OF JUSTICE SUPERIOR COURT DIVISION STATE OF NORTH CAROLINA COUNTY OF WARREN

Having qualified as Executor of the Estate of Charles Ray Faulkner, Sr., of Warren County, North Carolina, this is to notify all persons having claims against the Estate of said Charles Ray Faulkner, Sr., to present them to the undersigned no later than May 19, 2025, which is three (3) months from the date of the first publication of this notice or same will be pleaded in bar of their recovery. All persons indebted to said estate, please make immediate payment.

This the 19th day of February, 2025.

Jefferson Faulkner, Executor,
c/o Mitchell G. Styers
Estate of Charles Ray Faulkner, Sr.
c/o Banzet, Thompson, Styers & May, PLLC
P.O. Box 535
Warrenton NC 27589

Feb. 19, 26, March 5, 12

Notice

CO-EXECUTORS' NOTICE

IN THE GENERAL COURT OF JUSTICE SUPERIOR COURT DIVISION STATE OF NORTH CAROLINA COUNTY OF WARREN

Having qualified as Co-Executors of the Estate of Ira G. Alston of Warren County, North Carolina, this is to notify all persons having claims against the Estate of said Ira G. Alston, to present them to the undersigned no later than April 29, 2025, which is three (3) months from the date of the first publication of this notice or same will be pleaded in bar of their recovery. All persons indebted to said estate, please make immediate payment.

This the 29nd day of January, 2025.

Denise Nelom, Co-Executor,
Derek Alston, Co-Executor,
c/o Mitchell G. Styers
Estate of Ira G. Alston
c/o Banzet, Thompson, Styers & May, PLLC
P.O. Box 535
Warrenton NC 27589

Run Dates: January 29, February 5, 12, 19

Notice

ADMINISTRATOR'S NOTICE

IN THE GENERAL COURT OF JUSTICE SUPERIOR COURT DIVISION STATE OF NORTH CAROLINA COUNTY OF WARREN

Having qualified as Administrator of the Estate of Azzie Denice Christmas of Warren County, North Carolina, this is to notify all persons having claims against the Estate of said Azzie Denice Christmas, to present them to the undersigned no later than April 29, 2025, which is three (3) months from the date of the first publication of this notice or same will be pleaded in bar of their recovery. All persons indebted to said estate, please make immediate payment.

This the 29nd day of January, 2025.

Walter Christmas, Administrator,
c/o Mitchell G. Styers
Estate of Azzie Denice Christmas
c/o Banzet, Thompson, Styers & May, PLLC
P.O. Box 535
Warrenton NC 27589

Run Dates: January 29; February 5, 12, 19, 2025

Notice

NOTICE TO CREDITORS

The undersigned, Carla Carlough, having duly qualified as Administratrix of the Estate of Rosie Diana Harper, deceased, late of Warren County, North Carolina, hereby notifies all persons, firms and corporations having claims against the Estate to present them to the undersigned in care of Ronald G. Coulter, Attorney for the Estate, 3400 Croasdaile Dr., Ste 205, Durham, NC 27705, within ninety (90) days of the first publication of this Notice or it will be pleaded in bar of their recovery. All persons and legal entities indebted to the Estate will please make immediate payment.

This the 19th day of February, 2025.

Carla Carlough, Administratrix
C/O Ronald G. Coulter, Attorney
3400 Croasdaile Drive Ste 205
Durham, NC 27705
1-919-246-5775

Feb. 19, 26, Mar. 5, 12

EXECUTOR'S NOTICE

IN THE GENERAL COURT OF JUSTICE SUPERIOR COURT DIVISION STATE OF NORTH CAROLINA COUNTY OF WARREN

Having qualified as Executor of the Estate of Camille Piazza Pingarelli of Warren County, North Carolina, this is to notify all persons having claims against the Estate of said Camille Piazza Pingarelli, to present them to the undersigned no later than May 5, 2025, which is three (3) months from the date of the first publication of this notice or same will be pleaded in bar of their recovery. All persons indebted to said estate, please make immediate payment.

This the 5th day of February, 2025.

Wayne D. Knott, Executor,
c/o Robert T. May, Jr.
Estate of Camille Piazza Pingarelli
c/o Banzet, Thompson, Styers & May, PLLC
P.O. Box 535
Warrenton NC 27589

Feb. 5, 12, 19, 26, 2025

The State's Premier Legal Web Site

ncnotices.com

Office of Fair Housing & Equal Opportunity

All real estate advertised herein is subject to the Federal Fair Housing Act which makes it illegal to advertise any preference, limitation, or discrimination based on race, color, religion, sex, handicap, familial status or national origin, or make any such preferences, limitations or discrimination.

State laws forbid discrimination in the sale, rental or advertising of real estate based on factors in addition to those protected under federal law.

We will not knowingly accept any advertising for real estate which is in violation of the law. All persons are hereby informed that all dwellings advertised are available on an equal opportunity basis.

Puzzles4Kids

by Helene Hovanec

CODED RIDDLE

Change each letter to the one that comes immediately BEFORE it in the alphabet to find a riddle and its answer.

Here's a copy of the alphabet to guide you:

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

X I Z D B O ' U Z P V U S V T U B O Z P O F J O

U I F T F D P O E N P O U I P G U I F Z F B S ?

C F D B V T F J U J T G J C - S V B S Z.

Even Exchange

by Donna Pettman

Each numbered row contains two clues and two 6-letter answers. The two answers differ from each other by only one letter, which has already been inserted. For example, if you exchange the A from MASTER for an I, you get MISTER. Do not change the order of the letters.

1. Recliner or folding _____ A _____ Church musical group _____ O _____
2. Applied glue _____ D Neutral color _____ L
3. Foolishness _____ O _____ Equine female _____ I _____
4. Wedding location _____ A _____ Modify _____ E _____
5. Household servant _____ L _____ Toast topping _____ T _____
6. Gladden _____ A _____ Choice _____ I _____
7. Purple fruit _____ P _____ Mealtime prayer _____ C _____
8. Stripe _____ K Small river _____ M
9. Military time out _____ V _____ Renter's agreement _____ S _____
10. Car bumper F _____ Banker L _____

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HOCUS-FOCUS

BY HENRY BOLTINOFF

Differences: 1. Vest is shorter. 2. Arm is longer. 3. Chair is taller. 4. Foot is moved. 5. Chart is different. 6. Curtain is not as wide.

Answers:
1. Chair, Choir
2. Pasted, Pastel
3. Folly, Filly
4. Alter, Alter
5. Fender, Lender
6. Elate, Elite
7. Grape, Grace
8. Streak, Stream
9. Folly, Filly
10. Fender, Lender

Puzzles4Kids

Answers

Why can't you trust anyone in the second month of the year?
Because it is Feb - nuary.

Answers:
1. Chair, Choir
2. Pasted, Pastel
3. Folly, Filly
4. Alter, Alter
5. Fender, Lender
6. Elate, Elite
7. Grape, Grace
8. Streak, Stream
9. Folly, Filly
10. Fender, Lender

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**



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

BOARD OF COMMISSIONERS REGULAR MONTHLY MEETING

February 10, 2025

7:00 P.M.

Minutes

Those in attendance were:

Mayor Walter Gardner	Commissioner Mary Hunter
Commissioner John Blalock	Commissioner Nat White
Commissioner Jason Young	Commissioner Dian Sourelis
Commissioner Michael Coffman	
Robert Davie, Town Administrator	
Bill Perkinson, Public Works Director	
David Elliott, Chief of Police	
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, February 10, 2025, at 7:00 p.m. A Moment of Silence was held for all who are sick, suffering, and in need, especially with the possible winter weather forecast for our area. The Pledge of Allegiance was led by Commissioner Sourelis.

Conflict of Interest Statement and Proposed Agenda

The Conflict-of-Interest statement was reviewed. The Proposed Agenda was presented. Commissioner Coffman made a motion to approve the proposed agenda as presented, with a second by Commissioner Hunter. The motion was approved by unanimous vote.

Public Comments

Dwayne Hicks expressed concern for the overall increase in water bills. He questioned the contributing factors for the increase. Mr. Hicks further stated his concern over the purchase of cameras that the Board had previously approved. He stated that the cameras would be a violation of the U.S. Constitution.

Minutes

The minutes of the January 13, 2025, board meeting were presented. Commissioner White made a motion to approve the minutes as presented, with a second by Commissioner Young. The motion was approved by unanimous vote.

Consent Agenda

(a) Mission and Goals

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

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

Committee Reports

- (a) Finance and Administration – Commissioner Hunter had no additional report other than agenda items.
- (b) Public Works – Commissioner Blalock had no additional report other than agenda items. Public Works Director, Bill Perkinson informed the Board of one hydrant repair at 320 N. Main Street.
- (c) Public Safety – Commissioner Ayscue was not in attendance. Chief of Police, David Elliott presented the incident summary for the month of January 2025 and introduced new full-time officer William Plyler to the Board. Officer Plyler thanked the Board for the opportunity to work with the Town of Warrenton. Chief Elliott requested a five percent increase to the base pay for bilingual officers. Commissioner Coffman made a motion to approve the five percent increase for Spanish speaking new hire police officers, with a second by Commissioner Young. The motion was approved by unanimous vote. Chief Elliott announced the Crime Stoppers meeting to be held at Town Hall on Tuesday, February 11, 2025, at 6:00 p.m. Mayor Gardner stated that the Warrenton Rural Fire Department has a new piece of equipment, an all-terrain side by side with fire and rescue capabilities.
- (d) Human Resources – Information Technology – Commissioner White had no additional report other than agenda items.
- (e) Revitalization/Historic District Commission – Commissioner Coffman presented a Statement of Interest to Serve for the Revitalization Committee from Amanda Rose Ponton. Commissioner White made a motion to approve the appointment of Ms. Ponton to the Revitalization Committee, with a second from Commissioner Young. The motion was approved by unanimous vote. Commissioner Coffman stated that planning is underway for the Eastern Blue Bird Festival. This year's theme will be Blues & Brews. He further stated that the Historic District Commission approved one Certificate of Appropriateness for 406 N. Main Street to renew an existing Certificate of Appropriateness.
- (f) Beautification/Facilities – Commissioner Sourelis presented five banner designs for Board consideration. No decision was made but preferred designs were suggested and Commissioner Sourelis will arrange an update of designs. Commissioner Sourelis informed the Board that the Tourist Development Authority will be hiring a tourism manager.
- (g) Planning/Zoning/Annexation – Commissioner Young had no additional report other than agenda items.

Old Business

(a) Status of Grants –for information

NC DEQ Wastewater – Town awarded \$1,000,000 for improvements to the town's sewer lines.

NC DEQ WWTP - \$2,000,000 awarded. Project to replace 44-year-old rotors and clean out oxidation ditch #1, which are currently the most critical issues at the WWTP and bring the oxidation ditch #2 online.

NC DEQ Water Infrastructure Rehab – Town-wide Water System Improvements: \$1,564,600 (Received award notice.)

NC DEQ Water AIA Stormwater Planning – Town awarded \$400,000 for stormwater planning. Town has adopted resolution accepting award.

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. Soliciting bids for final grant recipient on Brehon Street for roof replacement and painting.

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. In process of closing out grant.

Golden Leaf Storm Water Grant – Town awarded \$196,447.50 for stormwater repairs to Brehon Street. Survey of affected area is complete. Single bid received which is over budget. Expect that bidder will reduce bid to within budget.

Southern Crescent Regional Commission

This grant is designed to “Foster Entrepreneurial and Business Development Activities.” Budget is \$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. Cohort recruiting begin in first quarter of 2025.

NCLM Assistance Grant

The Town was awarded an in-kind grant from NC League of Municipalities to evaluate and recommend changes to the Town’s zoning ordinances. Funding 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:

- State and Local Cybersecurity Grant awarded to the town of Warrenton in the amount of \$48,982. Sequentially implementing parts of grant project.

(b) Surplus of Crown Vic Patrol Car – for consideration – Town Administrator, Robert Davie is seeking Board approval to surplus a patrol vehicle via auction on Govdeals. Any auction fees will be paid by buyer. A revenue figure of \$4,000, as an anticipated sale price, is already in the current FY budget. Commissioner Blalock made a motion to approve the surplus of the Ford Crown Vic as requested, with a second by Commissioner Coffman. The motion was approved by unanimous vote.

(c) Update Water Discussion with Warren County - for information – Town Administrator, Robert Davie informed the Board that the Town has received revised invoices for water usage from Warren County, in the current Fiscal Year, which are consistent with our existing agreement from 1979. These revised invoices are corrected to show cost plus five percent. Mr. Davie stated that with the proper billing, according to the 1979 agreement, going forward the Town is saving a significant amount than what was originally attempted by Warren County.

(d) Planning Board Recommendation for Subdivision Ordinances (contingent on legal review).
Schedule Advertisements, Public Hearing – for consideration – Commissioner Young informed the Board of the Planning Board’s recommendation for approval of the Subdivision Ordinance created by Angie Manning with CodeWright pending legal review. Town Administrator, Robert Davie stated a public hearing was required and would need to be advertised. Mayor Gardner announced a Public Hearing for the Subdivision Ordinance on Monday, March 10, 2025, at 6:45 p.m.

New Business

- (a) **Projects for Legislative Assistance – for discussion** - Town Administrator, Robert Davie presented possible changes to the Town of Warrenton's priority listing for possible grant funding to be presented to our two newest legislators Representative Pierce and Senator Sanderson for discussion. The Board agreed that top priorities are still Water, Sewer, and Wastewater Treatment Plant.

Announcements – Mayor Gardner announced the North Carolina Main Street 2025 Conference in Mooresville, N.C. on March 11th through March 13th.

With no further business, 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
3/6/2025 3:02:30 PM

Page 1 Of 15

Period Ending 2/28/2025

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	4,040.00	8,000.00	30,970.00	(17,570.00)	64%	
Revenues Totals:	48,540	0.00	4,040.00	8,000.00	30,970.00	(17,570.00)	64%	
Expenses								
34-405-203 Supplies	500	0.00	14.88	14.88	59.87	440.13	12%	
34-405-250 Lights/Heat/Security	3,000	0.00	368.30	663.65	1,881.17	1,118.83	63%	
34-405-251 Telephone/Internet	3,000	795.92	197.18	394.36	1,842.24	361.84	88%	
34-405-255 Bldg Maint/Clean Srvs	3,000	955.00	0.00	770.00	1,635.00	410.00	86%	
34-405-400 Liability Insurance	170	0.00	0.00	0.00	37.50	132.50	22%	
34-405-422 Rent Paid by Town	36,000	9,000.00	3,000.00	6,000.00	27,000.00	0.00	100%	
34-405-499 Miscellaneous	2,870	0.00	0.00	0.00	0.00	2,870.00		
Non-Departmental Totals:	48,540	10,750.92	3,580.36	7,842.89	32,455.78	5,333.30	89%	
Expenses Totals:	48,540	10,750.92	3,580.36	7,842.89	32,455.78	5,333.30	89%	
34 FRONTIER WARREN Revenues Over/(Under) Expenses:			459.64	157.11	(1,485.78)			

Budget vs Actual

Town of Warrenton
3/6/2025 3:02:30 PM

Page 2 Of 15

Period Ending 2/28/2025

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
37-302-301 Ad Valorem Taxes - Current	482,907	0.00	79,007.24	252,359.31	464,628.86	(18,278.14)	96%
37-302-302 Ad Valorem Taxes - Prior Year	5,000	0.00	0.00	252.69	4,765.57	(234.43)	95%
37-302-303 Ad Valorem Taxes - all other prior years	2,000	0.00	7.37	492.10	581.52	(1,418.48)	29%
37-302-304 Ad Valorem Taxes - Penalties & Interest	2,200	0.00	241.34	389.78	1,146.17	(1,053.83)	52%
37-307-310 Motor Vehicles - Current	54,180	0.00	4,718.47	14,008.31	29,373.90	(24,806.10)	54%
37-320-320 Local Option Sales Tax Monthly	377,000	0.00	30,680.16	60,613.17	156,949.27	(220,050.73)	42%
37-320-321 Annual Refund of Sales Tax the Town paid	0	0.00	0.00	0.00	21,034.93	21,034.93	
37-325-325 Utility Franchise Tax Quarterly	86,000	0.00	0.00	0.00	24,228.47	(61,771.53)	28%
37-325-328 Refund of Gas Tax paid monthly	1,000	0.00	0.00	339.48	883.26	(116.74)	88%
37-325-330 Solid Waste Disposal Tax Qrly	600	0.00	156.44	156.44	480.46	(119.54)	80%
37-335-335 Powell Bill	31,826	0.00	0.00	0.00	33,916.20	2,090.20	107%
37-345-344 Historic District Comm Fees	0	0.00	50.00	50.00	75.00	75.00	
37-345-345 Zone Board of Adj	3,000	0.00	50.00	100.00	350.00	(2,650.00)	12%
37-345-346 Code Enforcement	3,000	0.00	225.00	500.00	3,300.00	300.00	110%
37-351-353 Landfill Fees Residential	208,224	0.00	17,084.05	33,866.75	136,814.99	(71,409.01)	66%
37-351-356 Police Rpt Fees	50	0.00	0.00	0.00	10.00	(40.00)	20%
37-351-357 Court Fees	250	0.00	0.00	0.00	38.29	(211.71)	15%
37-351-360 Cell Tower Rent	32,340	0.00	2,695.00	5,390.00	21,560.00	(10,780.00)	67%
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	58.03	(41.97)	58%
37-365-001 Interest Income	50	0.00	3.42	6.19	32.51	(17.49)	65%
37-365-351 Revitalization Comm	10,080	0.00	1,805.00	1,805.00	9,981.00	(99.00)	99%
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	5,795.92	37,007.55	(24,420.45)	60%
37-365-371 WS 25% of GF Exp	110,354	0.00	0.00	13,613.07	75,143.30	(35,210.70)	68%

Budget vs Actual

Town of Warrenton
3/6/2025 3:02:30 PM

Page 3 Of 15

Period Ending 2/28/2025

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-365-401 Mis/Revenue/License Tags	0	0.00	0.00	0.00	290.00	290.00	
37-365-410 Interest Investment NCCMT	28,000	0.00	0.00	2,121.84	16,269.42	(11,730.58)	58%
37-365-501 Misc Revenue POLICE	0	0.00	0.00	0.00	13.50	13.50	
37-395-396 Appropriated Fund Balance (Budget Only)	47,712	0.00	0.00	0.00	0.00	(47,712.00)	
Revenues Totals:	1,551,801	0.00	136,723.49	391,860.05	1,038,932.20	(512,868.80)	67%
Expenses							
37-401-010 Salary - Full Time	175,867	0.00	14,098.96	30,990.72	119,477.28	56,389.72	68%
37-401-012 Salary - Adm Assistant	54,432	0.00	4,144.00	10,360.00	37,846.00	16,586.00	70%
37-401-020 ER-FICA Taxes	13,454	0.00	1,077.96	2,369.27	9,134.54	4,319.46	68%
37-401-021 ER-FICA Taxes - Adm Assistant	4,164	0.00	316.42	791.05	2,889.86	1,274.14	69%
37-401-030 ER-Retirement - Orbit	47,096	0.00	3,730.68	8,456.21	32,172.58	14,923.42	68%
37-401-040 ER-Health Insurance	30,405	7,312.44	2,559.04	5,055.37	23,089.12	3.44	100%
37-401-050 ER-Life Insurance	576	144.00	48.00	96.00	432.00	0.00	100%
37-401-060 ER-Workman's Comp	302	0.00	0.00	0.00	302.07	0.00	100%
37-401-200 Travel Expense	681	0.00	0.00	0.00	680.24	0.76	100%
37-401-203 Supplies	4,975	454.28	201.84	576.68	2,212.26	2,308.46	54%
37-401-250 Light, Heat & Security	6,746	1,215.93	498.76	958.75	5,161.96	368.11	95%
37-401-251 Telephone & Postage	4,000	871.24	166.22	550.92	1,981.26	1,147.50	71%
37-401-255 Bldg. Maint/ Clean SVS	9,000	1,308.26	1,623.08	2,163.08	5,036.85	2,654.89	71%
37-401-256 Bank Fees/ Petty Cash	3,750	0.00	300.00	600.00	2,400.00	1,350.00	64%
37-401-295 Training	2,000	0.00	0.00	0.00	215.00	1,785.00	11%
37-401-301 Computer Maint	4,800	1,392.30	284.32	699.61	3,045.92	361.78	92%
37-401-302 Software Support	2,500	429.90	35.98	71.96	1,788.60	281.50	89%
37-401-303 Software Purchase less than \$5,000	3,102	0.00	3,102.30	3,102.30	3,102.30	0.00	100%
37-401-304 Website	800	0.00	0.00	0.00	412.50	387.50	52%
37-401-305 Technology Upgrades	1,000	500.00	0.00	0.00	0.00	500.00	50%
37-401-306 Awning 25% Fund	500	0.00	0.00	0.00	500.00	0.00	100%

Budget vs Actual

Town of Warrenton
3/6/2025 3:02:30 PM

Page 4 Of 15

Period Ending 2/28/2025

37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
37-401-307 Special Events	1,425	100.00	75.00	233.62	1,181.62	143.38	90%	
37-401-309 Advertising	2,270	130.10	0.00	0.00	0.00	2,139.90	6%	
37-401-310 Dues & Subscriptions	3,500	140.00	230.00	370.00	3,117.93	242.07	93%	
37-401-325 NC Sales/Use Tax Paid (No Tax)	1,069	0.00	0.00	340.14	1,068.14	0.86	100%	
37-401-400 Liability Insurance	7,500	3,215.30	1,680.10	3,017.70	3,990.93	293.77	96%	
37-401-401 County Tax Collection Svs	8,000	0.00	1,188.85	3,802.42	7,104.34	895.66	89%	
37-401-405 Audit Expense	12,084	0.00	0.00	0.00	11,500.00	584.00	95%	
37-401-420 Attorney Fees	3,500	1,200.00	0.00	0.00	1,200.00	1,100.00	69%	
37-401-497 Sales & Uses Tax Expense	0	0.00	1,547.80	4,000.23	26,507.43	(26,507.43)		
37-401-499 Miscellaneous Expense	4,524	0.00	0.00	0.00	997.39	3,526.54	22%	
37-401-802 Truist Parking Lot Loan Principal	10,035	0.00	0.00	5,085.00	10,039.46	(4.46)	100%	
37-401-832 Truist Parking Lot Loan Interest	6,203	0.00	0.00	3,036.00	6,202.55	0.45	100%	
37-401-998 Contingency	5,688	0.00	0.00	0.00	0.00	5,687.70		
General Government Totals:	435,948	18,413.75	36,909.31	86,727.03	324,790.13	92,744.12	79%	
37-402-014 Mayor Part Time Salary	1,500	0.00	125.00	250.00	1,000.00	500.00	67%	
37-402-020 ER - FICA TAXES	115	0.00	9.56	19.12	76.48	38.52	67%	
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	269.12	1,076.48	1,208.52	47%	
37-405-345 Zoning/Ordinances	20,200	4,500.00	0.00	4,500.00	5,500.00	10,200.00	50%	
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	88.43	88.43	88.43	411.57	18%	
37-405-430 Historic District Comm	220	0.00	0.00	0.00	0.00	220.00		
37-405-450 Revitalization Comm	10,080	2,500.00	646.93	646.93	6,897.37	682.63	93%	
37-405-470 Small Town Maint St	2,500	2,244.00	25.00	25.00	25.00	231.00	91%	
Non-Departmental Totals:	34,000	9,244.00	760.36	5,260.36	12,510.80	12,245.20	64%	
37-501-010 SALARY FULL TIME	179,998	0.00	14,281.14	29,726.96	90,915.51	89,082.89	51%	

Budget vs Actual

Town of Warrenton
3/6/2025 3:02:30 PM

Page 5 Of 15

Period Ending 2/28/2025

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-501-014 Salary - Part Time	49,400	0.00	5,490.00	12,825.00	40,650.00	8,750.00	82%
37-501-015 Salary-LEO Separation Allowance	14,396	0.00	1,085.94	2,171.88	8,687.52	5,708.48	60%
37-501-016 Salary - Admin Assistant	42,566	0.00	3,232.00	8,080.00	29,638.00	12,928.00	70%
37-501-018 Salary PD Weekend	6,435	0.00	0.00	0.00	6,435.00	0.00	100%
37-501-019 Salary - Over-Time	10,000	0.00	220.59	466.59	5,260.74	4,739.26	53%
37-501-020 ER-FICA Taxes	24,200	0.00	1,839.34	4,034.15	13,766.37	10,433.63	57%
37-501-030 ER - Retirement Orbit	68,792	0.00	2,967.68	7,000.19	22,082.40	46,709.60	32%
37-501-031 ER - 401K 5%	13,688	8,880.69	725.09	1,509.68	4,807.31	0.00	100%
37-501-040 ER - Health Insurance	50,712	8,472.58	2,280.25	3,896.22	12,826.30	29,413.12	42%
37-501-050 ER - Life Insurance	1,010	160.00	64.00	128.00	416.00	434.00	57%
37-501-060 ER - Workman's Comp	5,520	0.00	0.00	0.00	5,517.81	2.19	100%
37-501-200 Travel Expense	1,000	0.00	0.00	0.00	111.06	888.94	11%
37-501-203 Supplies	5,250	852.17	727.29	2,096.69	4,163.04	234.79	96%
37-501-204 Uniforms	5,000	3,094.40	281.20	601.19	1,790.01	115.59	98%
37-501-205 Equipment & Material	4,000	782.83	1,227.17	1,928.43	2,833.24	383.93	90%
37-501-250 Light, Heat & Security	8,050	1,304.33	1,064.55	1,524.53	5,799.35	946.32	88%
37-501-251 Telephone & Postage	8,110	2,284.70	596.73	1,429.19	4,872.89	952.41	88%
37-501-252 Fuel	20,000	8,805.01	860.62	1,860.24	6,194.99	5,000.00	75%
37-501-255 Bldg Maint/Clean Svs	6,344	1,308.26	1,623.08	2,163.08	3,873.35	1,162.39	82%
37-501-295 Training	2,000	0.00	0.00	0.00	207.10	1,792.90	10%
37-501-301 Computer Maint	9,951	1,120.30	284.32	562.61	3,699.32	5,131.38	48%
37-501-302 Software Support	6,655	120.00	150.00	639.60	6,362.55	172.45	97%
37-501-305 Technology Upgrades	3,000	109.51	748.99	2,664.99	2,664.99	225.50	92%
37-501-351 Maint & Repair Equip	4,000	0.00	0.00	31.49	31.49	3,968.51	1%
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	729.69	770.31	49%
37-501-372 2016 Dodge Car 300	1,500	486.40	6.00	6.00	25.60	988.00	34%
37-501-373 2017 Dodge Car 400	1,500	500.00	0.00	77.71	77.71	922.29	39%
37-501-376 2019 Dodge Car 700	1,500	0.00	0.00	772.09	772.09	727.91	51%

Budget vs Actual

Town of Warrenton
3/6/2025 3:02:30 PM

Page 6 Of 15

Period Ending 2/28/2025

37 GENERAL FUND								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
37-501-377 2023 Dodge Car 125	1,500	457.94	0.00	0.00	91.24	950.82	37%	
37-501-378 2023 Dodge Car 225	1,500	0.00	0.00	0.00	13.60	1,486.40	1%	
37-501-400 Liability Insurance	19,346	11,429.10	5,868.79	5,868.79	7,916.50	0.00	100%	
37-501-415 Medical	3,000	140.00	0.00	200.00	1,195.00	1,665.00	45%	
37-501-420 Attorney Fees	15,000	11,565.00	0.00	0.00	3,435.00	0.00	100%	
37-501-433 COP Program	2,100	775.00	500.00	500.00	1,373.84	(48.84)	102%	
37-501-499 Miscellaneous	1,000	0.00	123.28	198.28	664.30	335.70	66%	
37-501-500 Capital Outlay \$5,000 and over	14,000	0.00	0.00	0.00	0.00	14,000.00		
37-501-802 Police 2017 Cars Loan Principal (USDA)	4,630	0.00	0.00	0.00	4,629.14	0.86	100%	
37-501-804 Police 2019 Cars Loan Principal (USDA)	4,965	0.00	0.00	0.00	4,964.39	0.61	100%	
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	0.00	0.00	150.86	0.14	100%	
37-501-834 Police 2019 Cars Loan Interest (USDA)	462	0.00	0.00	0.00	461.61	0.39	100%	
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	62,648.22	46,248.05	92,963.58	310,106.91	261,453.87	59%	
37-601-014 Salary - Part Time Code Enforcement	2,682	0.00	252.16	504.32	2,089.56	592.44	78%	
37-601-020 ER-FICA Taxes	230	0.00	19.30	38.60	159.89	70.11	70%	
37-601-060 Workers Comp	660	0.00	0.00	0.00	617.19	42.81	94%	
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	14,600.00	58,400.00	29,200.00	67%	
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		

Budget vs Actual

Town of Warrenton
3/6/2025 3:02:30 PM

Page 7 Of 15

Period Ending 2/28/2025

Fire Totals:	93,928	0.00	7,571.46	15,142.92	61,266.64	32,661.36	65%
37-651-330 Christmas Lights/Santa House	1,747	0.00	0.00	720.00	1,747.00	0.00	100%
37-651-331 Haley Haywood Park	768	0.00	0.00	0.00	0.00	768.00	
37-651-332 Signs below \$5,000	2,000	0.00	0.00	313.24	516.02	1,483.98	26%
37-651-333 Street Beautification - Below \$5,000	4,000	586.00	0.00	0.00	1,754.21	1,659.79	59%
37-651-335 Street Lighting Electric Bill	30,500	9,474.05	2,946.45	7,912.30	21,025.95	0.00	100%
Signs and Lights Totals:	39,015	10,060.05	2,946.45	8,945.54	25,043.18	3,911.77	90%
37-701-010 Salary - Full Time	61,826	0.00	5,185.97	12,820.80	44,922.40	16,903.60	73%
37-701-014 Salary - Part Time	19,140	0.00	1,270.42	3,329.77	13,297.14	5,842.86	69%
37-701-019 Over-Time	1,366	0.00	0.00	0.00	400.90	965.10	29%
37-701-020 ER-FICA Taxes	6,299	0.00	492.73	1,232.56	4,473.88	1,825.12	71%
37-701-030 ER - Retirement - Orbit	16,840	0.00	1,245.73	2,973.50	9,524.35	7,315.65	57%
37-701-040 ER-Health Insurance	17,626	3,464.65	1,177.21	2,444.44	11,185.67	2,975.68	83%
37-701-050 ER-Life Insurance	468	103.04	0.00	31.20	223.36	141.60	70%
37-701-060 ER-Workman's Comp	1,762	0.00	0.00	0.00	1,399.22	362.78	79%
37-701-203 Supplies	4,984	31.55	294.92	319.72	4,740.30	212.15	96%
37-701-204 Uniforms	3,900	1,099.26	507.92	580.48	2,800.74	0.00	100%
37-701-251 Telephone & Postage	925	463.19	57.73	115.46	461.81	0.00	100%
37-701-252 Fuel	13,000	3,086.15	631.35	2,368.87	5,845.01	4,068.84	69%
37-701-312 Tree Removal	99	0.00	0.00	0.00	0.00	99.00	
37-701-351 Maint & Repair Equip	12,846	560.00	425.00	870.00	12,285.51	0.49	100%
37-701-352 Vehicle Maintenance	5,664	0.00	35.00	805.18	4,031.25	1,632.75	71%
37-701-400 Liability Insurance	8,517	4,606.22	2,384.91	2,384.91	3,910.61	0.17	100%
37-701-431 Street Debris Disposal	4,894	0.00	0.00	0.00	4,894.00	0.00	100%
37-701-895 Mowing	(16,000)	0.00	(1,333.00)	(2,666.00)	(10,664.00)	(5,336.00)	67%
Streets Totals:	164,156	13,414.06	12,375.89	27,610.89	113,732.15	37,009.79	77%
37-710-361 Maint & Repair POWELL BILL	15,000	0.00	0.00	0.00	4,425.00	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	0.00	0.00	0.00	4,425.00	10,675.00	29%
37-801-010 Salary - Full Time Sanitation	54,337	0.00	3,726.80	9,233.00	34,674.14	19,662.86	64%

Budget vs Actual

Town of Warrenton
3/6/2025 3:02:30 PM

Page 8 Of 15

Period Ending 2/28/2025

37 GENERAL FUND							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
37-801-019 Salary - Over Time Sanitation	734	0.00	0.00	0.00	318.19	415.81	43%
37-801-020 ER - FICA Sanitation	4,213	0.00	281.48	697.28	2,646.82	1,566.18	63%
37-801-030 ER - Retirement - Orbit Sanitation	11,262	0.00	762.14	1,888.16	4,468.39	6,793.61	40%
37-801-040 ER - Health Insurance	13,808	1,967.42	1,001.85	2,029.66	8,088.40	3,752.18	73%
37-801-050 ER - Life Insurance	259	85.20	21.60	43.20	172.80	1.00	100%
37-801-060 Workman's Compensation	4,415	0.00	0.00	0.00	3,664.92	750.08	83%
37-801-203 Supplies	568	0.00	131.96	131.96	517.28	50.72	91%
37-801-204 Uniforms	2,912	1,666.15	202.23	231.12	1,245.85	0.00	100%
37-801-251 Telephone & Postage	500	253.95	30.76	61.52	246.05	0.00	100%
37-801-252 Fuel	3,978	1,000.00	185.92	603.62	1,703.50	1,274.50	68%
37-801-350 Landfill Fees	20,250	7,181.20	1,288.41	3,025.05	12,337.85	730.95	96%
37-801-352 Vehicle Maintenance	1,022	0.00	0.00	200.85	1,021.05	0.95	100%
37-801-400 Liability Insurance	4,974	2,604.14	1,383.88	1,383.88	2,369.14	0.72	100%
Sanitation Totals:	123,232	14,758.06	9,017.03	19,529.30	73,474.38	34,999.56	72%
37-901-038 Transfer Out to WS for USDA Loan	7,281	0.00	0.00	0.00	7,281.00	0.00	100%
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	7,281.00	2,647.00	73%
Expenses Totals:	1,551,801	128,538.14	115,963.11	256,448.74	933,706.67	489,556.19	68%
37 GENERAL FUND Revenues Over/(Under) Expenses:			20,760.38	135,411.31	105,225.53		

Budget vs Actual

Town of Warrenton
3/6/2025 3:02:30 PM

Page 9 Of 15

Period Ending 2/28/2025

38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
38-351-401 Water Sales	821,313	0.00	69,488.27	139,243.77	499,565.92	(321,747.08)	61%
38-351-402 Debt Setoff WATER	224	0.00	0.00	0.00	53.00	(171.00)	24%
38-351-404 Sewer Services	695,580	0.00	57,375.93	113,744.79	398,969.10	(296,610.90)	57%
38-351-407 Debt Setoff SEWER	196	0.00	0.00	0.00	41.40	(154.60)	21%
38-351-408 Town Taps/Connection Fee	32,711	0.00	0.00	0.00	18,657.42	(14,053.58)	57%
38-351-416 Dis/Reconnection Fee	9,468	0.00	1,060.00	1,620.00	5,720.00	(3,748.00)	60%
38-351-417 Fire Sprinkler	2,337	0.00	240.54	481.08	1,657.92	(679.08)	71%
38-351-418 Late Fees/Penalty/Cut Off	22,742	0.00	1,422.53	4,284.23	13,981.57	(8,760.43)	61%
38-351-419 Returned Check Fee	900	0.00	132.36	207.36	457.36	(442.64)	51%
38-351-420 Debt Setoff Late Fees/Penalty/Cut Off	200	0.00	0.00	0.00	25.00	(175.00)	13%
38-365-001 Interest Income	15	0.00	0.00	0.00	0.00	(15.00)	
38-365-014 Cash Over and Short (Daily Difference)	0	0.00	0.00	0.00	(25.00)	(25.00)	
38-365-373 Insurance Proceeds W/S	0	0.00	0.00	0.00	1,157.69	1,157.69	
38-365-410 Interest/investment Income NCCMT	14,324	0.00	0.00	1,060.26	8,129.54	(6,194.46)	57%
38-365-421 Account Activation Fee	2,513	0.00	200.00	400.00	1,950.00	(563.00)	78%
38-365-851 Misc Revenue WATER	0	0.00	0.00	0.00	30.00	30.00	
38-381-037 Transfer In From GF	7,281	0.00	0.00	0.00	7,281.00	0.00	100%
38-395-396 Apropriated Fund Balance (Budget Only)	197,097	0.00	0.00	0.00	0.00	(197,097.00)	
Revenues Totals:	1,806,901	0.00	129,919.63	261,041.49	957,651.92	(849,249.08)	53%
Expenses							
38-851-010 Salary Full Time	110,766	0.00	8,571.96	20,467.62	78,608.02	32,157.98	71%
38-851-014 Salary - Part Time	18,125	0.00	1,247.26	3,142.87	11,733.41	6,391.59	65%
38-851-019 Salary Over-Time	7,754	0.00	188.32	620.39	5,165.73	2,588.27	67%
38-851-020 ER-FICA Taxes	10,453	0.00	735.94	1,779.51	7,039.29	3,413.71	67%

Budget vs Actual

Town of Warrenton
3/6/2025 3:02:30 PM

Page 10 Of 15

Period Ending 2/28/2025

38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
38-851-030 ER - Retirement Orbit	21,886	0.00	1,576.18	3,707.66	14,773.80	7,112.20	68%
38-851-040 ER - Health Insurance WATER	20,220	6,213.41	1,461.56	2,963.74	13,908.19	98.40	100%
38-851-050 ER - Life Insurance	500	165.44	21.12	54.72	284.80	49.76	90%
38-851-060 ER - Workman's Comp	1,112	0.00	0.00	0.00	825.36	286.64	74%
38-851-200 Travel Expense	215	0.00	0.00	0.00	0.00	215.00	
38-851-203 Supplies	34,119	8,709.27	1,069.70	2,335.75	19,566.40	5,843.33	83%
38-851-204 Uniforms	2,600	592.30	366.38	417.30	2,007.70	0.00	100%
38-851-250 Light & Heat & Security	6,090	1,260.14	505.93	951.12	3,832.08	997.78	84%
38-851-251 Telephone & Postage	10,222	3,625.37	509.08	1,504.26	6,144.52	452.11	96%
38-851-252 Fuel	10,064	930.42	558.38	1,431.89	5,289.44	3,844.14	62%
38-851-255 Bldg. Maint/Clean Svs	3,117	654.14	811.56	1,081.56	1,936.75	526.11	83%
38-851-260 Electric Tank/Pumps	3,401	1,065.22	212.95	625.74	1,700.04	635.74	81%
38-851-296 Continuing Education	1,300	0.00	0.00	0.00	362.50	937.50	28%
38-851-301 Computer Maintenance	3,500	1,279.96	227.10	458.37	2,213.17	6.87	100%
38-851-302 Software Support	9,000	231.79	0.00	304.63	8,479.64	288.57	97%
38-851-305 Technology Upgrades	71	0.00	0.00	0.00	12.50	58.50	18%
38-851-309 Advertising	265	0.00	0.00	0.00	0.00	265.00	
38-851-310 Dues & Subscriptions	501	62.50	12.50	12.50	437.72	0.78	100%
38-851-313 State Permits	1,270	0.00	0.00	0.00	1,270.00	0.00	100%
38-851-345 Water Tank Contract	20,567	5,141.64	0.00	5,141.64	15,424.92	0.44	100%
38-851-347 Lab Analysis	2,210	1,220.00	70.00	215.00	780.00	210.00	90%
38-851-351 Maint. & Repair Equip	3,944	0.00	360.00	787.41	3,693.22	250.78	94%
38-851-352 Vehicle Maintenance	3,750	0.00	0.00	133.04	1,967.83	1,782.17	52%
38-851-400 Town Liability Insurance	11,524	6,085.50	3,119.87	3,119.87	5,438.12	0.38	100%
38-851-405 Audit Expense	5,750	0.00	0.00	0.00	5,750.00	0.00	100%
38-851-408 Town Tap Expense	6,865	0.00	0.00	0.00	6,865.00	0.00	100%
38-851-448 External Contract	15,005	0.00	1,635.00	8,243.50	15,004.18	0.82	100%
38-851-451 Water Purchase	230,000	66,335.85	32,346.98	136,417.10	156,449.95	7,214.20	97%
38-851-500 Capital Outlay \$5000 and Above	55,952	0.00	0.00	0.00	55,952.00	0.00	100%

Budget vs Actual

Town of Warrenton
3/6/2025 3:02:30 PM

Page 11 Of 15

Period Ending 2/28/2025

38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
38-851-802 USDA Public Works Trucks - Princ Water	8,623	0.00	0.00	5,947.82	8,772.85	(149.85)	102%
38-851-803 USDA Town Hall/WS Loan Principal	29,300	0.00	0.00	0.00	2,300.00	27,000.00	8%
38-851-833 USDA Town Hall/WS Loan Interest	14,863	0.00	0.00	0.00	1,340.50	13,522.50	9%
38-851-836 USDA Public Works Trucks - Int Water	1,109	0.00	0.00	1,016.66	1,108.62	0.38	100%
38-851-895 Grass Cutting Expense	16,000	0.00	1,333.00	2,666.00	10,664.00	5,336.00	67%
38-851-896 WS 25% of GF Expense	55,177	0.00	0.00	6,806.53	37,571.63	17,605.37	68%
Water Totals:	757,190	103,572.95	56,940.77	212,354.20	514,673.88	138,943.17	82%
38-852-010 Salary - Full Time	110,766	0.00	8,571.96	20,452.65	78,741.15	32,024.85	71%
38-852-014 Salary - Part Time	18,125	0.00	1,247.26	3,142.87	11,570.60	6,554.40	64%
38-852-019 Salary - Over Time Sewer	7,254	0.00	879.99	1,676.51	4,300.63	2,953.37	59%
38-852-020 ER - FICA Sewer	10,453	0.00	814.90	1,924.36	7,205.57	3,247.43	69%
38-852-030 ER-Retirement Orbit	21,886	0.00	1,685.14	3,868.97	14,653.35	7,232.65	67%
38-852-040 ER-Health Insurance SEWER	20,220	6,231.00	1,461.57	2,963.75	13,936.03	52.97	100%
38-852-050 ER-Life Insurance	500	165.44	21.12	54.72	284.80	49.76	90%
38-852-060 ER-Workman's Comp	826	0.00	0.00	0.00	825.35	0.65	100%
38-852-200 Travel Expense	3	0.00	0.00	0.00	0.00	3.00	
38-852-203 Supplies	27,011	2,146.09	973.89	2,867.13	24,724.67	140.24	99%
38-852-204 Uniforms	2,600	592.39	366.37	417.29	2,007.61	0.00	100%
38-852-250 Light & Heat & Security	7,000	1,260.25	505.90	951.09	3,831.97	1,907.78	73%
38-852-251 Telephone & Postage	10,611	3,625.46	620.18	1,953.79	6,985.54	0.00	100%
38-852-252 Fuel	10,275	930.43	558.39	1,431.88	5,263.89	4,080.68	60%
38-852-255 Bldg. Maint/Clean Svs	3,117	654.15	811.56	1,081.56	1,936.74	526.11	83%
38-852-260 Electric Tank/Pumps	12,000	3,498.91	889.65	1,853.12	7,501.09	1,000.00	92%
38-852-296 Continuing Education	800	0.00	0.00	0.00	320.00	480.00	40%
38-852-301 Computer Maint.	3,500	1,279.99	227.09	458.35	2,213.12	6.89	100%
38-852-302 Software Support	9,000	231.79	0.00	304.62	8,479.64	288.57	97%

Budget vs Actual

Town of Warrenton
3/6/2025 3:02:30 PM

Page 12 Of 15

Period Ending 2/28/2025

38 WATER / SEWER							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
38-852-305 Technology Upgrades	13	0.00	0.00	0.00	12.48	0.52	96%
38-852-309 Advertising	503	0.00	0.00	0.00	502.50	0.50	100%
38-852-310 Dues & Subscriptions	501	62.50	12.50	12.50	437.70	0.80	100%
38-852-313 State Permits	1,500	0.00	0.00	0.00	200.00	1,300.00	13%
38-852-351 Maint & Repair Equip	4,028	0.00	444.54	871.93	3,777.74	250.26	94%
38-852-352 Vehicle Maintenance	1,692	0.00	0.00	133.04	1,380.95	311.05	82%
38-852-400 Liability Insurance	6,285	3,377.04	1,765.65	1,765.65	2,907.47	0.49	100%
38-852-405 Audit Expense	5,750	0.00	0.00	0.00	5,750.00	0.00	100%
38-852-408 Town Tap Expense	21,580	0.00	0.00	0.00	21,511.00	69.00	100%
38-852-435 Purchase of Sewer Services	402,384	0.00	0.00	36,174.16	254,369.33	148,014.67	63%
38-852-448 External Contract	17,461	500.00	0.00	720.00	16,960.51	0.49	100%
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	35,737	24,039.87	0.00	0.00	9,622.55	2,074.58	94%
38-852-802 USDA Public Works Trucks - Princ Sewer	8,623	0.00	0.00	5,947.84	8,772.88	(149.88)	102%
38-852-803 USDA Town Hall/WS Loan Principal	29,300	0.00	0.00	0.00	2,300.00	27,000.00	8%
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	1,000.00	1,000.00	0.00	100%
38-852-811 NCDEQ Sewer Rehab Annual Loan- Principal	13,750	0.00	0.00	0.00	0.00	13,750.00	
38-852-833 USDA Town Hall/WS Loan Interest	14,863	0.00	0.00	0.00	1,340.50	13,522.50	9%
38-852-836 USDA Public Works Trucks - Int Sewer	1,109	0.00	0.00	1,016.68	1,108.65	0.35	100%
38-852-837 NCDEQ Sewer Rehab Annual Loan- Interest	2,475	0.00	0.00	0.00	1,237.50	1,237.50	50%
38-852-896 WS 25% of GF Expense	55,177	0.00	0.00	6,806.54	37,571.67	17,605.33	68%
Sewer Expenses Totals:	936,001	48,595.31	21,857.66	99,851.00	565,545.18	321,860.51	66%

Budget vs Actual

Period Ending 2/28/2025

38 WATER / SEWER								
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
38-901-902 Transfer Out to Water Treatment Plant	113,710	0.00	0.00	0.00	0.00	113,710.00		
Transfers Out Totals:	113,710	0.00	0.00	0.00	0.00	113,710.00		
Expenses Totals:	1,806,901	152,168.26	78,798.43	312,205.20	1,080,219.06	574,513.68	68%	
38 WATER / SEWER	Revenues Over/(Under) Expenses:		51,121.20	(51,163.71)	(122,567.14)			

Budget vs Actual

Town of Warrenton
3/6/2025 3:02:30 PM

Page 14 Of 15

Period Ending 2/28/2025

39 WWTP							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
39-351-405 Septic Disposal Service	42,074	0.00	1,525.00	6,870.00	33,320.00	(8,754.00)	79%
39-351-470 Town Sewer Revenues	402,384	0.00	0.00	36,174.16	254,369.33	(148,014.67)	63%
39-351-471 Sewer Revenues - County	322,189	0.00	0.00	28,964.77	203,674.39	(118,514.61)	63%
39-351-472 Sewer Rev Norlina	218,881	0.00	0.00	19,677.39	138,367.38	(80,513.62)	63%
39-365-373 Insurance Proceeds WWTP	0	0.00	0.00	0.00	1,157.69	1,157.69	
39-381-038 Transfer In from Water/Sewer	113,710	0.00	0.00	0.00	0.00	(113,710.00)	
39-381-055 Transfer in from WWTP Grant	10,834	0.00	0.00	0.00	10,833.61	0.00	100%
Revenues Totals:	1,110,072	0.00	1,525.00	91,686.32	641,722.40	(468,349.21)	58%
Expenses							
39-861-010 Salary - Full Time	221,987	0.00	17,491.00	41,463.37	152,004.74	69,982.26	68%
39-861-014 Salary - Part Time	20,450	0.00	1,502.92	3,701.45	16,283.48	4,166.52	80%
39-861-019 Over-Time	16,838	0.00	879.57	2,808.85	8,727.75	8,110.25	52%
39-861-020 ER-FICA Taxes	19,835	0.00	1,356.91	3,303.73	12,143.02	7,691.98	61%
39-861-030 ER - Retirement Orbit	49,205	0.00	3,409.73	8,107.29	28,541.23	20,663.77	58%
39-861-040 ER- Health Insurance	38,067	8,193.15	3,078.48	6,230.48	27,513.75	2,360.10	94%
39-861-050 ER-Life Insurance	668	34.88	37.44	109.44	565.12	68.00	90%
39-861-060 ER-Workman's Comp	2,121	0.00	0.00	0.00	1,583.40	537.60	75%
39-861-200 Travel Expense	500	0.00	0.00	0.00	0.00	500.00	
39-861-203 Supplies	75,105	18,334.91	8,578.67	18,174.92	55,706.33	1,063.76	99%
39-861-204 Uniforms	4,420	403.11	733.51	836.27	4,016.89	0.00	100%
39-861-250 Light, Heat & Security	125,000	62,633.88	6,664.39	13,328.78	50,031.62	12,334.50	90%
39-861-251 Telephone & Postage	6,690	2,429.50	521.73	841.58	3,838.94	421.56	94%
39-861-252 Fuel	10,250	1,206.73	573.52	1,304.53	6,112.34	2,930.93	71%
39-861-296 Continuing Education	1,500	0.00	0.00	0.00	402.50	1,097.50	27%
39-861-301 Computer Maint.	7,000	1,120.30	352.82	683.74	3,735.88	2,143.82	69%
39-861-302 Software Support	4,208	451.79	0.00	304.62	1,047.57	2,708.64	36%
39-861-305 Technology Upgrades	2,000	0.00	0.00	0.00	25.00	1,975.00	1%
39-861-309 Advertising	1,000	0.00	0.00	0.00	506.50	493.50	51%

Budget vs Actual

Town of Warrenton
3/6/2025 3:02:30 PM

Page 15 Of 15

Period Ending 2/28/2025

39 WWTP							
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
39-861-310 Dues & Subscriptions	154	0.00	0.00	0.00	0.00	154.00	
39-861-318 Freight Charges	2,250	1,045.72	156.50	386.54	1,204.28	0.00	100%
39-861-342 Maint & Repair Plant	120,000	13,300.00	20,419.71	34,739.60	80,081.71	26,618.29	78%
39-861-344 Sludge Removal	72,000	21,549.00	11,082.00	20,416.50	47,451.00	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	0.00	227.94	234.94	9,130.51	2,395.49	79%
39-861-347 Lab Analysis	24,400	4,649.00	1,712.00	4,692.00	18,151.00	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	0.00	0.00	0.00	1,125.00	375.00	75%
39-861-352 Vehicle Maintenance	4,750	0.00	0.00	0.00	2,303.77	2,446.23	49%
39-861-400 Liability Insurance	20,520	10,857.66	5,583.08	5,583.08	9,661.87	0.47	100%
39-861-405 Audit Expense	11,500	0.00	0.00	0.00	11,500.00	0.00	100%
39-861-441 Certify Lab Services	1,000	0.00	0.00	100.00	100.00	900.00	10%
39-861-444 Permits & Fees	15,079	3,300.00	825.00	1,650.00	11,778.33	0.67	100%
39-861-446 Influent Debris Removal	6,654	2,204.36	582.29	1,132.90	4,449.64	0.00	100%
39-861-500 Capital Outlay \$5000 and Over	119,265	0.00	0.00	0.00	119,235.88	29.12	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	5,795.92	37,007.55	24,420.45	60%
39-861-998 Contingency	3,845	0.00	0.00	0.00	0.00	3,844.61	
WWTP - Expenses Totals:	1,110,072	151,713.99	85,769.21	175,930.53	725,966.60	232,391.02	79%
Expenses Totals:	1,110,072	151,713.99	85,769.21	175,930.53	725,966.60	232,391.02	79%
39 WWTP Revenues Over/(Under) Expenses:			(84,244.21)	(84,244.21)	(84,244.20)		

Check Listing

Date From: 2/1/2025 Date To: 2/28/2025

Vendor Range: 1 800 FLAGPOLE.COM - ZIMA CORPORATION

Town of Warrenton
03/04/2025 01:06 PM

Page: 1 of 3

Check Number	Bank	Vendor	Date	Amount
68446	30	AAA GAS AND APPLIANCE CO.	02/03/2025	<u>\$653.99</u>
68447	30	Core & Main	02/03/2025	<u>\$3,887.75</u>
68448	30	Purchase Power (Pitney Bowes)	02/03/2025	<u>\$100.00</u>
68449	30	WHITCO TERMITE & PEST CONTROL	02/03/2025	<u>\$100.00</u>
68450	30	CAROLINA DIGITAL PHONE INC	02/05/2025	<u>\$316.00</u>
68451	30	DOCUMENT SYSTEMS, INC	02/05/2025	<u>\$358.28</u>
68452	30	PROFESSIONAL MAIL SERVICES, INC	02/05/2025	<u>\$2.13</u>
68453	30	PROFESSIONAL MAIL SERVICES, INC	02/05/2025	<u>\$8.18</u>
68454	30	ROBERT DAVIE	02/05/2025	<u>\$25.00</u>
68455	30	UNITED PARCEL SERVICE	02/05/2025	<u>\$39.11</u>
68456	30	WILSON'S WATER SERVICES	02/05/2025	<u>\$825.00</u>
68457	30	WARREN COUNTY PUBLIC UTILITIES	02/07/2025	<u>\$13,711.33</u>
68458	30	CITIZENS INSURANCE & BONDING,	02/07/2025	<u>\$21,496.48</u>
68459	30	DANA SAFETY SUPPLY, INC.	02/07/2025	<u>\$1,310.00</u>
68460	30	DOCUMENT SYSTEMS, INC	02/07/2025	<u>\$62.30</u>
68461	30	DUKE ENERGY PROGRESS	02/07/2025	<u>\$2,334.10</u>
68462	30	GARY V. WILLIAMS	02/07/2025	<u>\$720.00</u>
68463	30	HARRIS EQUIPMENT COMPANY	02/07/2025	<u>\$14,388.52</u>
68464	30	LAWMENS	02/07/2025	<u>\$40.71</u>
68465	30	LINSTAR	02/07/2025	<u>\$25.60</u>
68466	30	MERITECH INC	02/07/2025	<u>\$1,782.00</u>
68467	30	FLEMING INVESTMENT COMPANY	02/10/2025	<u>\$3,000.00</u>
68468	30	BLUE RIDGE SPRINGS, INC	02/11/2025	<u>\$52.45</u>
68469	30	Community Eye Care	02/11/2025	<u>\$152.30</u>
68470	30	DUKE ENERGY PROGRESS	02/11/2025	<u>\$281.47</u>
68471	30	HARRIS EQUIPMENT COMPANY	02/11/2025	<u>\$1,635.00</u>
68472	30	NCDMV	02/11/2025	<u>\$6.00</u>
68473	30	TAR HEEL TIRE SALES/SERVICE	02/11/2025	<u>\$37.36</u>
68474	30	Thomas Lang	02/11/2025	<u>\$381.95</u>
68475	30	WARREN AUTO PARTS, INC.	02/11/2025	<u>\$149.42</u>
68476	30	Always N Bloom	02/12/2025	<u>\$12.14</u>
68477	30	BREEDLOVE ELECTRIC, INC	02/12/2025	<u>\$5,477.55</u>

Check Listing

Date From: 2/1/2025 Date To: 2/28/2025

Vendor Range: 1 800 FLAGPOLE.COM - ZIMA CORPORATION

Town of Warrenton
03/04/2025 01:06 PM

Page: 2 of 3

Check Number	Bank	Vendor	Date	Amount
68478	30	DUKE ENERGY PROGRESS	02/12/2025	<u>\$8,632.86</u>
68479	30	GFL ENVIRONMENTAL	02/12/2025	<u>\$582.29</u>
68480	30	GUPTON SERVICES, INC	02/12/2025	<u>\$130.00</u>
68481	30	INVOICE CLOUD, INC.	02/12/2025	<u>\$146.45</u>
68482	30	NEW DAY SEPTIC	02/12/2025	<u>\$900.00</u>
68483	30	PETE SMITH TIRE & QUICK LUBE, INC	02/12/2025	<u>\$1,311.70</u>
68484	30	WARREN AUTO PARTS, INC.	02/12/2025	<u>\$90.24</u>
68485	30	WRIGHT EXPRESS FSC	02/12/2025	<u>\$860.62</u>
68486	30	NORTH CAROLINA 811, INC	02/17/2025	<u>\$25.00</u>
68487	30	R&M HARDWARE LLC	02/17/2025	<u>\$11.08</u>
68488	30	TAR HEEL TIRE SALES/SERVICE	02/17/2025	<u>\$26.87</u>
68489	30	WARREN AUTO PARTS, INC.	02/17/2025	<u>\$52.51</u>
68490	30	WARREN COUNTY PUBLIC UTILITIES	02/17/2025	<u>\$18,635.65</u>
68491	30	FIRST CITIZENS BANK	02/24/2025	<u>\$3,002.02</u>
68492	30	FLEMING INVESTMENT COMPANY	02/24/2025	<u>\$3,000.00</u>
68493	30	TIME WARNER CABLE	02/24/2025	<u>\$189.98</u>
68494	30	UNUM LIFE INSURANCE COMPANY OF AMERICA	02/24/2025	<u>\$605.59</u>
68495	30	AETNA	02/26/2025	<u>\$14,357.46</u>
68496	30	All American Welding & Machine, LLC	02/26/2025	<u>\$453.69</u>
68497	30	AT&T MOBILITY II LLC	02/26/2025	<u>\$773.44</u>
68498	30	AT&T MOBILITY II LLC	02/26/2025	<u>\$446.81</u>
68499	30	DUKE ENERGY PROGRESS	02/26/2025	<u>\$360.36</u>
68500	30	FRONTIER NATURAL GAS	02/26/2025	<u>\$86.83</u>
68501	30	GRANVILLE FARMS, INC.	02/26/2025	<u>\$11,082.00</u>
68502	30	GUPTON SERVICES, INC	02/26/2025	<u>\$916.74</u>
68503	30	HUMANA SPECIALTY BENEFITS	02/26/2025	<u>\$29.38</u>
68504	30	KING'S FITNESS & NUTRITION CENTER	02/26/2025	<u>\$390.00</u>
68505	30	LAKE GASTON CHAMBER OF COMMERCE	02/26/2025	<u>\$230.00</u>
68506	30	PROFESSIONAL MAIL SERVICES, INC	02/26/2025	<u>\$153.07</u>
68507	30	PROFESSIONAL MAIL SERVICES, INC	02/26/2025	<u>\$514.96</u>
68508	30	TK ELEVATOR CORPORATION	02/26/2025	<u>\$4,769.28</u>
68509	30	UNIFIRST CORPORATION	02/26/2025	<u>\$2,937.25</u>

Check Listing

Date From: 2/1/2025 Date To: 2/28/2025
Vendor Range: 1 800 FLAGPOLE.COM - ZIMA CORPORATION

Town of Warrenton
03/04/2025 01:06 PM

Page: 3 of 3

Check Number	Bank	Vendor	Date	Amount
68510	30	UNITED PARCEL SERVICE	02/26/2025	<u>\$78.26</u>
68511	30	WARREN COUNTY PUBLIC WORKS	02/26/2025	<u>\$1,288.41</u>
68512	30	WATER GUARD, INC.	02/26/2025	<u>\$4,652.46</u>
68513	30	AMAZON CAPTIAL SERVICES, INC.	02/26/2025	<u>\$1,103.43</u>
68514	30	DUKE ENERGY PROGRESS	02/26/2025	<u>\$204.08</u>
68515	30	FRONTIER NATURAL GAS	02/26/2025	<u>\$141.36</u>
68516	30	Marlin Leasing Corporation	02/26/2025	<u>\$161.85</u>
68517	30	MUNICIPAL INSURANCE TRUST	02/26/2025	<u>\$763.32</u>
68518	30	PRUDENTIAL RETIREMENT	02/26/2025	<u>\$1,027.71</u>
68519	30	VC3, Inc.	02/26/2025	<u>\$1,137.29</u>
68520	30	VERIZON WIRELESS	02/26/2025	<u>\$320.08</u>
68521	30	CARLY ADDISON REAGAN HAYES	02/28/2025	<u>\$500.00</u>
68522	30	CNA SURETY DIRECT BILL	02/28/2025	<u>\$289.80</u>
68523	30	COLUMBIAN MUTUAL LIFE INS CO	02/28/2025	<u>\$36.89</u>
68524	30	INFORMATION TECHNOLOGY SERVICE	02/28/2025	<u>\$277.65</u>
68525	30	UNITED PARCEL SERVICE	02/28/2025	<u>\$39.13</u>
68526	30	Victoria Lehman	02/28/2025	<u>\$353.41</u>
68527	30	WRIGHT EXPRESS FSC	VOIDED 02/28/2025	<u>\$2,315.71</u>
68528	30	WRIGHT EXPRESS FSC	02/28/2025	<u>\$1,157.86</u>
68529	30	ALANNA FLYNNE MEARES	02/28/2025	<u>\$150.00</u>
68530	30	ANITA CRELAN	02/28/2025	<u>\$116.34</u>
68531	30	ROBERT PITTARD	02/28/2025	<u>\$44.02</u>
86	Checks Totaling -			\$165,235.31

Totals By Fund

	Checks	Voids	Total
34	\$6,580.36		\$6,580.36
36	\$1,547.80		\$1,547.80
37	\$40,159.13	\$1,517.49	\$38,641.64
38	\$53,376.25	\$671.24	\$52,705.01
39	\$63,571.77	\$126.98	\$63,444.79
Totals:	\$165,235.31	\$2,315.71	\$162,919.60

Memo

To: Town Commissioners
From: Bill Perkinson
CC: Mayor, Town Administrator
Date: February 28, 2025
Re: February 2025 Monthly Activity Report for Public Works

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). (8) 2-Inch Water Main Valve – Located at Wilcox and Rodwell Street Intersection. Replace Leaking valve. (Estimated Cost – \$3,500.00).
- **Completed Water and Sewer System Maintenance/Repair Related Information:**
(1) Repair – JCB Backhoe. Replaced bucket cylinder seals. Contractor: Gary Williams (Labor - \$720.00, and Materials – Provided by Town). (2) Repair – Sewer Jetter. Repair parts needed for pressure wand connection assembly. Supplier: Warren Auto Parts (Materials - \$84.54). (3) Emergency Repair – 6-inch water main located on King Street Complex property. Fixed ruptured water main. Contractor: Harris Equipment Company (Equipment Mobilization and Labor - \$1,635.00, Materials – Provided by Town).

Total cost for Maintenance and Repair Equipment (Account No. 38-851-351 & 38-852-351) - \$804.54

Total cost for External Contract Maintenance and Repair (Account No. 38-851-448 & 38-852-448) - \$1,635.00

- **Water System Fire Hydrants Out of Service:** We currently have 12 of 171 hydrants that are out of service for various reasons. 2 hydrants have been repaired since last month's report. A status report has been included in the board packet with details.

- **Water Leak Detection Survey:** No change...We have surveyed approximately 75% of the Town's system. A status report has been included in the board packet with details. Our bulk water purchase for February 2025 (28 days) was 3,899,000 total gallons which amounts to 139,250 average gallons daily. Our bulk water purchase for January 2025 (31 days) was 5,233,000 total gallons which amounts to 168,806 average gallons daily.

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.

Hydrants Out of Service as of 2-28-25

Hydrant #	Location	Hydrant Brand	Model	Bury Depth	Year	Description of Problem (vehicle damage, leaking, etc.)	Parts Needed
19	West Ridgeway & Spring St.	MH	#445310	?	1974	No water coming out of hydrant.	
47	Wilcox & Spring	Clow	Medallion	4 1/2	2013	Inadequate Flow	
31	220 Hayley St.	MH	#445310	4 1/2	1973	Hydrant assembly is seized.	
33	Across from 514 W Franklin St.	WATEROUS	W-67U	?	?	Hydrant assembly is seized.	
52	End of Pluto St.	Kennedy	150`	?	1974	Hydrant assembly is seized.	
66	209 Warren St.	USP	855600	5 1/2	1984	Hydrant assembly is seized.	
72	204 Red Hill Loop Rd.	USP	855600	5 1/2	1984	Flange is broken - hydrant leaks.	Reid with Consolidated Pipe is trying to find flange. 2-28-25
80	On Right in front of Armory	Mueller	Centurion	4 1/2	1990	Hydrant will not cut off.	Valve seat received.
82	Across from 318 N. Bute St.	Mueller	Centurion	4 1/2	?	Vehicle damage - damage is beyond repair.	
110	Left of Walgreens E. Macon St.	Mueller	Centurion	4 1/2	1975	No water coming out of hydrant.	Valve seat received.
139	Hall Street	MH	#445310	4 1/2	1974	Hydrant will not cut off	
91	S Main St & College St	Mueller	Centurion	4 1/2	1986	Hydrant or hydrant leg is leaking.	Valve seat received.

Water Leak Detection Survey Status Report

Date	NCRWA Rep Name	Time NCRWA Rep On Site	Hydrants and/or Waterlines Surveyed	General Findings
12/16/2024	Rodney Darr	10:15 AM - 1:00 PM	Line between King St Complex & Hwy 401	No leak detected
"	"	"	Checked Elevated Tanks	No sign that they have been overflowing.
"	"	"	Checked Hydrants - Battle Ave & White Street- 118, 120, 121, 122	122 slight leak detected-corrected by tightening operating nut . No other leaks detected.
"	"	"	Checked Hydrants - Eaton Ave - 115, 117, 118, 119	115 slight leak detected-corrected by tightening operating nut. No other leaks detected.
"	"	"	Checked Hydrants - Marshall St & Halifax St - 116, 127, 128	128 slight leak detected-could not correct by tightening operating nut. No other leaks.
"	"	"	Checked Hydrants Arrington & Westside St -127A, 127B, 129, 130	No leaks detected
"	"	"	Checked Hydrants - Baltimore Rd - 133, 134, 134A	133 will not cut off completely. Barrell is full of water.
"	"	"	Checked Hydrants - Lemuel Bullock Rd 131	No leaks detected
"	"	"	Checked Hydrants - Gilliland St - 131A, 131B, 131C, 132	No leaks detected
"	"	"	Checked Hydrants - Hall St - 126, 136, 137, 138 (139 out of service)	No leaks detected
"	"	"	Checked Hydrants - Bragg St - 111, 112, 113	No leaks detected
12/17/2024	Rodney Darr	8:45 AM - 2:30 PM	Checked Hydrants - College St - 38, 91	91 showed signs of a significant leak (approx. 90,000 per month). Hydrant is now out of service.
"	"	"	Checked Hydrant - Front St - 29	No leak detected
"	"	"	Checked Hydrants - W Franklin St. 30, 31, 31A, 33, 35, 36	35 behind DOT was not cut off completely. Tightened the operating nut to correct.
"	"	"	Checked Hydrant - Hawkins School 32	No leak detected
"	"	"	Checked Hydrants - Ridgecrest 140, 141, 142, 143, 144, 145	140 had unusual noise level. This one needs to be revisited. No other leaks detected.
"	"	"	Checked Hydrants - Curren Ln 146, 147	No leaks detected
"	"	"	Checked Hydrants - Hwy 58 - 149, 150, 151, 152	No leaks detected
"	"	"	Checked Hydrants - Rafters Ln 153, 154	No leaks detected
"	"	"	Checked Hydrants - S Main St - 90, 92, 93, 94, 95, 96, 98	No leaks detected
"	"	"	Checked Hydrants - Downtin St - 99, 100, 101	No leaks detected
12/16/2024	Paul Langfield	9:15 AM - 2:15 PM	Checked Water Line - Red Hill Loop Rd	No leaks detected
"	"	"	Checked Water Line & Hydrants 69, 70, 71 - Warren Street	No leaks detected
"	"	"	Checked Water Line - Old Depot St	No leaks detected
"	"	"	Checked Water Line - From Ridgecrest to Hwy 58 - across pasture	No leaks detected
"	"	"	Checked Water Line - Fairview St	No leaks detected
"	"	"	Checked Water Line & Hydrants 25 & 26 - Graham St	No leaks detected
"	"	"	Checked Water Line - Rogers Street	No leaks detected
12/17/2024	Paul Langfield	9:15 AM - 1:30 PM	Checked Water Line - Airport Rd	No leaks detected
"	"	"	Checked Water Line & Hydrant #48 - Wilcox St	No leaks detected
"	"	"	Checked Water Line & Hydrant #48 - Hazelwood St	No leaks detected
"	"	"	Checked Water Line & Hydrant #56 - Horse Creek	No leaks detected
"	"	"	Checked Water Line & Hydrant #34 - Holland Bland Rd	No leaks detected
"	"	"	Checked Water Line - Folly Spring Ln	No leaks detected
"	"	"	Checked Water Line - Church St to E Macon St	No leaks detected
12/20/2024	Paul Langfield	8:30 AM - 11:00 AM	Checked Water 50% of Lines - F&M Mobile Home Park	No leaks detected
"	"	"	Checked Fire Flow Lines at Elberta Crate	Acoustical noise was detected on hydrant closest to warehouse. Hydrant operating nut was tightened, which lowered the acoustical noise. No isolation valve is visible. Valve may be in driveway. More investigating will be necessary to locate isolation valve.
"	"	"	Checked Meters for Elberta Crate	No leaks detected

Water Leak Detection Survey Status Report

Date	NCRWA Rep Name	Time NCRWA Rep On Site	Hydrants and/or Waterlines Surveyed	General Findings
1/2/2025	Paul Langfield	9:00 AM - 2:00 PM	Checked Line - Harper to Fire Flow at Old Peck Mfg.	No leaks detected
"	"	"	Checked Lines - Crestwood Mobile Home Park	No leaks detected
"	"	"	Checked Line - Connell Rd	No leaks detected
"	"	"	Checked Remainder of Lines at F&M Mobile Home Park	No leaks detected
"	"	"	Checked Line - Baltimore Rd	Leak detected on Baltimore Rd near Westside Dr. Leak was repaired on 1-8-25
1/2/2025	Rodney Darr	10:00 AM - 1:30 PM	Rechecked Hydrant #38 to make sure noise level was normal	No leak detected
"	"	"	Checked 2" Meters & Hydrant at Mariam Boyd School	The meter for the cafeteria had water movement sounds but 0.00 GPM registering.
"	"	"	Checked 2" Meter Dialysis Center	Center was closed. GPM was 0 - 0.60. Meter noise as if internal parts were not moving freely.
"	"	"	Checked 2" Meter Fresenius/Warren Hills Nursing Home	Flow sounded normal. Meters registering.
"	"	"	Checked 2" Meter Colonial Lodge	Meter noise was very strange, as if internal parts were not moving freely.
"	"	"	Checked 2" Meter Baptist Church Apartments	Meter noise was very strange, as if internal parts were not moving freely.
"	"	"	Checked 2" Meter Cast Stone	Meter noise was normal. Registers seemed to be working properly.
"	"	"	Revisited Elberta Crate to see if Rodney's findings were the same as Paul's	Confirmed original findings on 12/20/24
1/9/2025	Paul Langfield	9:00 AM - 1:30 PM	Checked Line off Connell Rd in back of Wilker Lane	No leaks detected
"	"	"	Checked Lines in Bynum's Place Subdivision	No leaks detected
"	"	"	Checked Line 158 Business West from Bynum's Place to Warren Corners	No leaks detected
"	"	"	Checked Line 158 Business West from Connell Rd to Bynum's Place	No leaks detected
"	"	"	Checked Line Ridgeway Warrenton Rd to the last hydrant (end of line).	No leaks detected
1/16/2025	Rodney Darr	10:00 AM - 12:00 PM	Used GPR (ground penetrating radar) to locate valve for King Street & Battle Intersection	
"	"	"	Checked creek crossing on Franklin Street	No leaks detected
"	"	"	Used GPR (ground penetrating radar) to locate isolation valve for fire line at Elberta Crate	
2/3/2025			Town employees excavated the area where the GPR (ground penetrating radar) indicated the isolation valve was located on the fire flow line at Elberta Crate. The isolation valve box was broken and was under approx. 2' of rock. The valve box assembly was replaced and the isolation valve was turned off.	The fire hydrant was opened to verify that the water supply had been turned off. No water came out of the hydrant. No leaks detected.

Memo

To: Town Commissioners
From: Bill Perkinson
CC: Mayor, Town Administrator, Warren County Director of Public Utilities, Norlina Director of Public Works
Date: February 25, 2025
Re: February 2025 Monthly Activity Report for WWTP

- **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) Replace Influent Pump 2 and 3 Double Mechanical Seal. **(Estimated Parts and Labor Cost –\$22,500)** (4) WWTP Sewer Trunk Line – additional construction work to resolve drainage issues. **(Estimated Cost –\$10,000)** (5) Oxidation Ditch 2 – integrate SCADA system for control of 4 existing mixers. **(Estimated Cost –\$21,000)** (6) Mechanical Bar Screen – Replace main chain, upper and lower drive sprockets, bearings, and rakes. **(Estimated Cost –\$38,000)**
- **Completed Plant Maintenance/Repair Related Information:** (1) Preventative Maintenance – Scum Pit. Pumped out grease and inorganics. Contractor: New Day Septic...(\$900.00). (2) Critical Spare Parts – Oxidation Ditch. Purchased spare 30 hp motor for oxidation ditch mixers. Contractor: Breedlove Electric...(Parts - \$5,131.19). (3) Installation/Repair – Plant Backflow Preventer. See detailed explanation listed below. Contractor: Harris Equipment Company...(Labor and Materials – \$14,388.52).

Total cost for Repairs (Account No. 39-861-342) - \$20,419.71

- **Plant Backflow Preventer:** The current backflow preventer assembly installed at WWTP on the 2-inch water service is 20 years old and is a testable 2-inch RP assembly. It has developed multiple leaks and cannot be repaired. It is also located in a pit. Current guidelines require that when replacing it, it be relocated to an above ground freeze proof enclosure with proper valving. A second situation that we have with the plant's water service is that part of the water consumed at the plant is not metered. This goes back to the original construction design of the plant. To correct both conditions, we will be installing a two-inch meter yoke and a Neptune 2-inch Mach 10 meter in the existing vault that currently houses the backflow preventer. A new backflow preventer with a proper above ground enclosure and proper valves will be installed downstream of the new 2-inch meter. Construction costs and material costs for this repair will total approximately \$16,000.
- **Plant Discharge Quality:** Our discharge quality remained good throughout the entire month.

Activity Log Event Summary (Cumulative Totals)

Warrenton Police Department

(02/01/2025 - 02/28/2025)

Accident	6	Alarm Activation	1
Assist Fire Dept	1	Assist WC EMS	1
Assist WCSO	10	Check Station/ Checkpoint	1
Complaint	4	Disabled Vehicle	1
Dispute	1	Disturbance	3
Escort	2	Follow up Investigation	1
Foot Patrol	2	Found Property/Item	1
Fraud	3	Investigation and/or Interview	1
Larceny	3	Medical / Person Hurt or Sick	1
Patrol	8	Property Check – Business	25
Shots fired	1	Suspicious Person / Vehicle	2
Talk with Officer	1	Traffic Stop	14
Training	1	Trespassing	4
Warrant	1	Welfare Check	1

Total Number Of Events: 101

Warrenton PD

Board of Commissions Meeting - March 2025

DATE	EVENT TYPE	STATUS
2/28/2025	Damage to Property- Dumpster Truck Fire	Closed
2/18/2025	Barring Notice after Disturbance	Closed
2/18/2025	Warrant Service-Jail	Closed
2/13/2025	Larceny- Misd.	Closed
2/12/2005	Hit and Run- Failed to Stop at Scene of Crash	Closed
2/10/2025	Unauthorized Use of Motor Vehicle	Closed
2/8/2025	Unauthorized Use of Motor Vehicle	Closed
2/7/2025	Obtaining Property by False Pretense-SECU	Closed
2/6/2025	Obtaining Property by False Pretense-Walgreen's	Closed
2/3/2025	DOA	Closed



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

BOC Meeting February 2025 – Action Items Checklist

1. Make changes to zoning map with Reynolds Tavern change. (cont.)
2. Execute recombination deed with Mayor and submit to Mitch Styers for filing at Register of Deeds.
 - ✓ Awaiting reply from Mitch Styers
3. Revise Police Department Career Development Plan for bilingual (Spanish) speakers
 - ✓ Done
4. Follow up with Postmaster on Post Office box at corner of E. Market and S. Main
5. Follow up with Jason on charging station grant award timeframe
 - ✓ Done. April 2025
6. Notify Mike Hurt about the sidewalk in front of Shoemaker Cottage
 - ✓ Done
7. Revise priority list for state legislators
 - ✓ Sent to Mayor for review
8. Investigate mobile app for tourism
9. Test portion of sidewalk in terms of power washing
 - ✓ Washing and scrubbing instead of power washing
10. Forward subdivision ordinance to Mitch Styers for review
 - ✓ Done
11. Advertise public hearing for Subdivision Ordinances
 - ✓ Ad sent to Womack Publishing. Proof received.
12. Response letter to Mr. Hicks
 - ✓ Done



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

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February 11, 2025

Mr. Dwayne Hicks
107 Hall Street
Warrenton, NC 27589

Dear Mr. Hicks:

In the Town Board meeting you expressed concerns about the cost of your water bill being \$130. I researched your usage over the past six months, which is outlined below. It is important to note that part of the water/sewer bill includes the solid waste fee of \$36, which includes household trash and yard debris. So, there are three parts to your monthly bill: water usage, sewer usage and solid waste.

Month/Gallons/Bill (Solid waste \$36 of total)

June 2000 \$111.66

Aug 2000 \$95.981

Sept 1000 \$95.98

Oct 1000 \$95.98

Nov 2000 \$128.48 (\$10 sewer availability increase began in this billing cycle)

Dec 1000 \$105.98

The Town works diligently to obtain grants to offset the costs of running the water/sewer/waste water systems. The Town is also experiencing a decline in water/sewer usage while experiencing rate increases from the Kerr Lake Regional Water System and Warren County, both of which are significant causes for rate increases to our users.

Regarding your concern about security cameras and their constitutionality, I would refer you to the NC Attorney General's office, as the proposed cameras are widely used in North Carolina and across the nation. The proposed camera system is being implemented to address the specific concerns you had of gun shots fired in the vicinity of Speedway. You expressed these concerns over gun shots at Speedway in the December 2024 Board meeting. Finally, because the Police Department is experiencing a shortage of officers and coverage, this camera system helps to fill in those gaps.

Please do not hesitate to reach out to me at Town Hall if you have any further questions.

Best regards,

Robert Davie

Warrenton Budget Amendments

Date:3/10/2025

Number:#6

Purpose of Amendment: The purpose of this BA is to move money from Administration to Streets to purchase equipment to pressure wash the brick sidewalks.

Fund Name:

Admin/Street

Revenue

Account Title/Number:	Increase Amount	Decrease Amount
	-	-

Subtotal- -

Total- -

Grand Total- -

Expenditure

Account Title/Number:	Increase Amount	Decrease Amount
Admin Contingency/37-401-998		2,200
Street Maintenance/37-701-256	2,200	

2,2002,200

-



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

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STATUS OF GRANTS

NC DEQ Waste Water

- Town awarded \$1,000,000 for improvements to the town's sewer lines.

NC DEQ WWTP

- \$2,000,000 awarded. Project to replace 44-year-old rotors and clean out oxidation ditch #1, which are currently the most critical issues at the WWTP and bring oxidation ditch #2 online.

NC DEQ Water Infrastructure Rehab

- Town-Wide Water System Improvements: \$1,564,600 (Received award notice.)

NC DEQ Water AIA Stormwater Planning

- Town awarded \$400,000 for stormwater planning. Town has adopted resolution accepting award.

(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.
- Selected low bidder for final grant recipient on Brehon St. Awaiting Board approval.

Golden Leaf Storm Water Grant

- Town awarded \$196,447.50 for stormwater repairs to Brehon Street.
- Survey of affected area is complete.
- Single bid received which is over budget. Working out changes to bid.

Southeast Crescent Regional Commission

- This grant is designed to "Foster Entrepreneurial and Business Development Activities". Budget is \$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. Recruiting of cohort underway. Three of eight slots filled.

NCLM Assistance Grant

- Funded by ARP through NCLM, the League engaged the legal firm of Parker Poe to assist the Town in making changes, at no cost to the Town, to:
 - Compliance of zoning code with any updated requirements from state
 - Review of sign ordinances
 - Recommendations for driveway sizes

Estimate items to be presented to Board by May of 2025

In Progress Grant Applications:

- State and Local Cybersecurity Grant awarded to the town of Warrenton in the amount of \$48,982. Sequentially implementing parts of grant project.

MEMORANDUM OF UNDERSTANDING

Wireless Research Center of NC dba RIoT & Town of Warrenton, NC

This Memorandum of Understanding ("MOU") is entered into on this **25th day of February, 2025**, by and between Wireless Research Center of NC dba RIoT ("RIoT"), a nonprofit organization dedicated to advancing emerging technologies and supporting entrepreneurial ecosystems, and the Town of Warrenton, North Carolina ("Town"), collectively referred to as the "Parties."

PURPOSE

The purpose of this MOU is to establish the terms under which RIoT will deliver one (1) RIoT Foundations cohort in Warrenton, NC, providing entrepreneurial education, mentorship, and business development support for local startups and small businesses.

SCOPE OF WORK

RIoT's Responsibilities

RIoT agrees to:

- Co-host or participate in two (2) business support/information sessions promoting the RIoT Foundations program and engaging potential participants.
- Organize and facilitate one (1) six-week (6) RIoT Foundations program in-person in Warrenton, NC serving up to eight (8) entrepreneurs. This program will include:
 - Three (3) group educational workshops covering core business development topics.
 - Three (3) one-on-one mentoring sessions tailored to individual business needs.
- Co-host or participate in one (1) networking event in partnership with local organizers to highlight Foundations graduates, promote their businesses, and connect them with potential customers, investors, and supporters.
- Partner with local organizers to include RIoT in any existing business community convenings, leveraging these events for relationship-building and recruiting participants for the RIoT Foundations program.

Town of Warrenton's Responsibilities

The Town of Warrenton agrees to:

- Provide a venue, if required, for in-person program sessions.
- Drive participant recruitment efforts through local outreach and marketing.
- Promote the program to local businesses, entrepreneurs, and stakeholders.
- Provide introductions to local business leaders and community partners who may serve as mentors or guest speakers.
- Offer logistical support as needed to ensure program success.

PROJECT TIMELINE

February 2025 – July 2025

February – March 2025: Planning & Community Engagement

- Plan and schedule two (2) information sessions
- Develop promotional materials and recruitment strategy for the RIoT Foundations program.
- Jointly conduct outreach and marketing efforts to attract potential participants.
- Identify any existing business community events for RIoT to participate in to network with local stakeholders

April – May 2025: RIoT Foundations Program Delivery

- Week 1-2: Launch six-week RIoT Foundations program.
 - Conduct first group workshop.
 - Begin one-on-one mentoring sessions.
- Week 3-4: Continue Foundations program.
 - Conduct second group workshop.
 - Continue one-on-one mentoring sessions.
- Week 5-6: Conclude Foundations program.
 - Conduct final group workshop.
 - Finalize one-on-one mentoring sessions.
 - Prepare participants for post-program showcase.

June – July 2025: Post-Program Showcase & Wrap-Up

- Co-host or participate in one (1) networking event to highlight Foundations graduates and promote their businesses.
- Gather feedback and assess program outcomes.
- Submit final report to the Town of Warrenton summarizing program impact.

COMPENSATION & PAYMENT TERMS

The Town of Warrenton agrees to compensate RIoT in the total amount of \$80,000 for the delivery of the RIoT Foundations cohort. Payment shall be made in six (6) equal monthly installments of \$13,333.33, invoiced by RIoT at the beginning of each month during the project timeline. Said payment shall be made within 30 days of receipt of invoice.

TERM & TERMINATION

This MOU shall be effective upon signing and will remain in effect until the completion of the RIoT Foundations cohort. Either party may terminate this MOU with 30 days' written notice, with compensation prorated based on services rendered up to the termination date.

REPORTING & ACCOUNTABILITY

RIoT will provide periodic updates on participant engagement and outcomes. A final report summarizing the impact of the cohort will be delivered to the Town at the conclusion of the program.

MISCELLANEOUS

- This MOU does not create any agency, partnership, or joint venture between the Parties.
- Amendments to this MOU must be made in writing and signed by both Parties.
- If any clause, provision, section or paragraph of this MOU is held to be illegal or invalid by any court, the invalidity of the clause, provision, section or paragraph shall not affect any of the remaining clauses, provisions, sections or paragraphs, and this MOU shall be construed and enforced as if the illegal or invalid clause, provision, section or paragraph had not been contained in it.
- In the event this MOU is the subject of litigation, each party shall be responsible for its own attorney's fees and costs.

SIGNATURES

WITNESS the following authorized signatures to this MOU:

TOWN OF WARRENTON, NORTH CAROLINA

By: _____
Robert Davie
Town Administrator

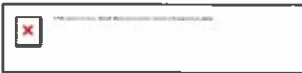
Date: _____

RIoT

By: _____
Tom Snyder
Executive Director

Date: _____

From: do-not-reply@knowbe4.com
Sent: Thursday, February 27, 2025 8:30 AM
To: townadministrator warrenton.nc.gov
Subject: Phishing Security Test Report



Phishing Security Test Report

2025 - 02/27/2025

Campaign: Base Line Test

Time from topic: IT
Users: All users

Statistics

See report at <https://training.knowbe4.com>

0.0%	29	29	17	5	0	0	0	0	4	0	0
Phishing-prone Percentage	Recipients	Delivered	Opened	Clicked	QR Code Scanned	Replied	Attachment Opened	Macro Enabled	Data Entered	PAB Reported	Bounced

Phishing-prone Percentage is calculated from the total number of phishing test failures divided by the number of emails delivered.

Clicks by day



Phishing Email Sent

See report at <https://training.knowbe4.com>



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

Ordinance Update

Chapter 90: Nuisances – Animals

Requesting a slight change to the ordinance for Keeping Fowl. This change comes as a recommendation from Mitch Styers as well as staff. It fulfills the original intent but addresses some activity that is presently occurring in the Town.

§90.09 KEEPING FOWL PERMITTED IN R-12 AND R-8 ZONING LIMITS Backyard chickens (hens) are permitted for single-family residences in R-12 and R-8.
A limit of 15 chickens is permitted. **Guineas, Roosters, peacocks, and ducks are not permitted.** Chicken houses must be temporary structures and require no zoning permit. Structures used for housing the chickens shall be located in the rear yard and shall not be located closer than 15 feet from any property line.

Change language to:

§90.09 KEEPING FOWL PERMITTED IN R-12 AND R-8 ZONING LIMITS Backyard chickens (hens) are permitted for single-family residences in R-12 and R-8.
A limit of 15 chickens is permitted. **All other fowl are not permitted.** Chicken houses must be temporary structures and require no zoning permit. Structures used for housing the chickens shall be located in the rear yard and shall not be located closer than 15 feet from any property line.



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

JOSH STEIN
GOVERNOR

J. R. "JOEY" HOPKINS
SECRETARY

February 27, 2025

TIP PROJECT: 49916
WBS ELEMENT: 49916
COUNTY: Warren
DESCRIPTION: US 401(Main Street) at US 158 Business - Intersection Improvements.

SUBJECT: Use and Occupancy Agreement – Town of Warrenton Public Utilities

Mr. Bill Perkinson
Public Works Director
113 South Bragg Street
P.O. Box 281
Warrenton, NC 27589

Dear Mr. Perkinson,

The proposed improvement at the intersection of US 401 (Main Street) and US 158 Business (Macon Street) is scheduled to be let to contract on April 23, 2025 with construction beginning around the June 9, 2025. The construction of this project will require the relocation and adjustment of certain water meters owned by the Town of Warrenton. As discussed with you previously, the design for the relocation work will be handled by our engineers and the construction will be included in the Roadway Contract. This work will be done at the expense of the Department of Transportation in accordance with General Statute 136-27.1.

I am sending for your approval, Special Provisions, and Plans showing proposed water meter relocation. In accordance with State and Federal Regulations, it will be necessary for the Town of Warrenton and the Department of Transportation to agree in writing as to the terms of use and occupancy for the water meters to remain within the highway right of way. Accordingly, the following conditions will apply with regards to the water meters:

(1) The water meters will be located and accommodated in a manner that will not impair the planned highway or the construction or maintenance or interfere with the safe operation in accordance with the attached plans which are made apart hereof.

(2) The Town of Warrenton will be responsible for maintenance and service of the water meters to be retained within the Department of Transportation's right of way limits in accordance with the mandate of the statutes and such other laws, rules, and regulations that have been or may be validly enacted or adopted now or hereafter.

(3) That upon satisfactory completion of the water meter work, the Town of Warrenton agrees that it shall release the Department of Transportation from any and all claims for damage in connection with relocation made to the water meters and further, that it shall release the Department of Transportation of any further responsibility for the cost of maintenance to the water meters. This release shall be deemed to be given by the Department of Transportation upon completion of construction of the

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
DIVISION 5
2612 NORTH DUKE STREET
DURHAM, NORTH CAROLINA 27704

Telephone: (919) 707-6985
FAX: 919-317-4710
Customer Service: 1-877-368-4968

Website: www.ncdot.gov

Location:
2612 NORTH DUKE STREET
DURHAM, NORTH CAROLINA 27704

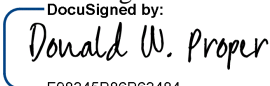
project and its acceptance by the Department of Transportation from the Roadway Contractor unless the Town of Warrenton notifies the Department of Transportation in writing to the contrary prior to the Department's acceptance of the project.

(4) The Department's Special Provisions binds the contractor to guarantee materials and workmanship against latent and patent defects arising from faulty materials, faulty workmanship or negligence for a period of twelve months following the date of final acceptance of the work for maintenance and shall replace such defective materials and workmanship without cost to the Department. The highway contractor will not be responsible for damage due to faulty design, normal wear and tear, for negligence on the part of the Department, and/or for use in excess of the design. Where items of material carry a manufacturer's guarantee for any period in excess of twelve months, then the manufacturer's guarantee shall apply for that particular piece of material. Appropriate provisions of the payment and/or performance bonds shall cover this guarantee for the project. Should any failure result from the conditions found in line item (4) the Department would then enter into a Contract with the Town of Warrenton for reimbursement to be made to the Town of Warrenton for necessary repairs performed by the Town of Warrenton and/or its contractor. The Utility Relocation Agreement would be issued by the NCDOT Utilities Unit and the repairs would be coordinated between Johnston County and the Department's assigned Resident Engineer.

Please indicate your concurrence in these conditions and attached plans by signing in the appropriate space provided below and return for our file no later than March 28, 2025. If our office has not received this agreement by the due date, the highway project will be delayed by the Department of Transportation.

Sincerely,

Keith Garry
State Utilities Manager

DocuSigned by:

By: _____
F98345B86B63484
Donald W. Proper
Division Utilities Engineer – Division 5

KG: jes
Attachment

Approved and Accepted For:

BY: _____
_____ TITLE

N.C.G.S. § 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.