

GRANVILLE COUNTY BOARD OF COMMISSIONERS
October 21, 2024
GRANVILLE CONVENTION AND EXPO CENTER
4185 US Highway 15 South, Oxford, North Carolina

PRESENT:

Chair Timothy Karan
Vice Chair Jimmy Gooch
Commissioner Zelodis Jay
Commissioner Robert Williford
Commissioner Sue Hinman
Commissioner Tony W. Cozart
Commissioner Russ May

County Manager Drew Cummings
Deputy County Manager Korena Weichel
County Attorney James C. Wrenn, Jr.

CALL TO ORDER

At 7:00 p.m. Chair Timothy Karan called the meeting to order. Chair Karan announced that the tax matter listed as item nine, Approval of Present-Use Value Late Applications, had been pulled from the agenda.

Commissioner Russ May had the invocation and led the Pledge of Allegiance.

CONSENT AGENDA

Motioned by Commissioner Tony W. Cozart, seconded by Commissioner Robert Williford, and unanimously carried, Board approved the consent agenda as follows:

A. Approved Budget Amendment #5 for fiscal year 2024-2025.

BUDGET AMENDMENT No 5
October 21, 2024
Legal Document

Be it ordained, the FY 2024-2025 Annual Budget Ordinance is hereby amended as follows:

GENERAL FUND					
Expenditures		Increase		Decrease	Total
Public Safety					81,574
Emergency Management	\$	81,574	\$	-	
Community Services					5,000
County Library System	\$	5,000	\$	-	
Human Services					3,168
HCCBG & Transportation	\$	72	\$	-	
Oxford Senior Center	\$	2,501	\$	-	
Senior Center - North	\$	200	\$	-	
Senior Center - South	\$	395	\$	-	
					Total Expenditures 89,742
Revenues					
Restricted and Intergovernmental	\$	89,742	\$	-	
					Total Revenues \$89,742

B. Approved revisions to Granville County Contract and Purchasing Policy.

C. Approved the following tax refunds, releases, and write-offs:

- Refunds September 26, 2024 – October 9, 2024: \$ 3,425.78

- Releases September 26, 2024 – October 9, 2024: \$ 6,263.63
- Write-offs (\$2 and less) September 26, 2024 – October 9, 2024: \$ 39.08

D. Approved Hawley Facility Use License Agreement with Granville County Public Schools for the former G.C. Hawley Middle School recreational facilities.

E. Approved minutes:

- October 7, 2024 Regular Meeting

INTRODUCTIONS, RECOGNITIONS AND PRESENTATIONS

Resolution Supporting Operating Greenlight for Veterans

Chair Karan acknowledged fellow Army veteran, Commissioner Russ May, to lead the discussion on Operation Green Light for Veterans this year.

Commissioner May introduced Albert “A.J.” Spiess, the Veterans Services Director.

Veterans Services Director Spiess shared data from the VA’s Geographical Distribution report (GDX), noting that Granville County had approximately 3,200 veterans. This figure included veterans receiving VA benefits, VA education, and medical support, indicating that veterans comprised roughly 5% of the county's population. Spiess emphasized the sacrifices made by veterans in serving their country and requested that county residents and businesses show support by displaying green lights outside their homes and businesses throughout November. He respectfully asked the Granville County Board of Commissioners to adopt a resolution supporting Operation Green Light for Veterans.

Commissioner May thanked Chair Karan again and expressed appreciation to Mr. Spiess, acknowledging his service to the nation as a Navy veteran and his ongoing service to the County as a Veterans Service Officer. He conveyed the Board’s gratitude on behalf of county veterans and introduced the resolution supporting Operation Green Light for Veterans.

Resolution Supporting Operation Green Light for Veterans

WHEREAS, the residents of Granville County hold deep respect, admiration, and gratitude for the men and women who have selflessly served our nation and community in the Armed Forces, whose contributions and sacrifices have been essential in preserving the freedoms and way of life enjoyed by our citizens; and

WHEREAS, Granville County seeks to honor individuals who have made tremendous sacrifices for freedom by placing themselves in harm’s way for the good of all, and who continue to serve our community in organizations such as the American Legion, Veterans of Foreign Wars, religious groups, civil service, and as County Veterans Service Officers in 29 states, helping fellow former service members access more than \$52 billion in federal health, disability, and compensation benefits each year; and

WHEREAS, approximately 200,000 service members transition to civilian life each year, with an estimated 20 percent increase in the near future, and studies show that 44-72 percent of these individuals experience significant stress during this transition, placing them at an elevated risk for suicide during their first year after military service; and

WHEREAS, the National Association of Counties encourages all counties, parishes, and boroughs to participate in Operation Green Light for Veterans, and Granville County recognizes the sacrifices made by our United States military personnel and believes they deserve special recognition;

NOW, THEREFORE, BE IT RESOLVED, that with its designation as a Green Light for Veterans County, Granville County declares the period from October 21, 2024, through the month of November 2024, including Veteran’s Day, November 11, 2024, as a time to salute and honor the

service and sacrifices of our men and women in uniform as they transition from active military service; and

BE IT FURTHER RESOLVED, that in observance of Operation Green Light, Granville County encourages its citizens to uphold the patriotic tradition of honoring all who have made immeasurable sacrifices to preserve our freedom by displaying green lights in the windows of their homes or businesses during the month of November 2024.

PUBLIC COMMENTS

John Tovey, 114 Saddletree Road Oxford, NC, presented a request from the Oxford Rotary Club to place a peace pole next to the Granville County courthouse. He explained that Charissa Puryear, President of the Oxford Rotary Club, was distributing a flyer to the Commissioners during his remarks, detailing the project. He also acknowledged Rotary Club members Charles Dean, Xavier Wortham, and Sue Hinman who were in attendance. Tovey mentioned that there are over 250,000 peace poles worldwide, with the Oxford Rotary Club seeking to add one in Granville County. He indicated that the location would be in the small garden area to the left of the main doors of the courthouse. Tovey assured the Board that the installation would incur no costs to the County or anyone else.

Chair Karan acknowledged John Tovey for his presentation on the Oxford Rotary Club's request. He referenced the provided photo and said he assumed Tovey was referring to the grassy area next to the flagpole.

Tovey confirmed the location and reiterated that the Rotary Club would incur no costs to the County for this installation. Additionally, Tovey announced a retirement party for Sue Hinman, scheduled for October 29, 2024, from 5:30 PM to 7:30 PM at the Orange Street Community Center, in recognition of her recent retirement from Area Congregation in Ministry (ACIM).

SHERIFF MATTERS

Board Approved Governor's Highway Safety Program Grant

Chair Karan stated that the Granville County Sheriff's Office requested the Board of Commissioners to adopt the North Carolina Governor's Highway Safety Program Fiscal Year 2025 grant resolution.

Chief Kevin Buster provided an overview, noting that this was the third iteration of the project for the Region 4 Law Enforcement Liaison, a position under the Governor's Highway Safety Program. He explained that the role promotes traffic safety efforts across multiple counties, including Northampton, Halifax, Warren, Nash, Wilson, Franklin, Granville, and Vance.

Chief Buster highlighted that the grant funds would support initiatives to improve roadway safety, including the purchase of equipment such as radars and lidars. He also mentioned a special item in this year's grant proposal—a seatbelt convincer, a device that simulates low-speed collisions to demonstrate the importance of proper seatbelt use. He noted that the current seatbelt convincer in the region was in poor condition, and the grant would allow for the purchase of a new one to continue safety education efforts at community events.

Chair Karan read the recommendation from Sheriff Robert Fountain to approve the local government resolution for the North Carolina Governor's Highway Safety Program, with \$55,000 in grant funding.

Commissioner Hinman asked if the grant would require any upfront funding from the County's budget. Chief Buster clarified that it was a reimbursement program, meaning the County would initially cover the costs, and then the expenses would be reimbursed.

Commissioner Hinman further stated that she had no issues with the arrangement as long as the funds were reimbursed. She also mentioned that she had not understood the purpose of the seatbelt convincer when she initially reviewed the proposal and inquired about its necessity. Chief Buster's earlier explanation had clarified this for her, and she expressed her appreciation.

Commissioner May asked Chief Buster who would reimburse the County for any overtime incurred. Chief Buster clarified that the grant in question was not an overtime grant. Commissioner May acknowledged this but sought to confirm whether any activities under the grant would require personnel to work overtime.

Chief Buster explained that, as the Region 4 Law Enforcement Liaison (LEL), he was responsible for utilizing the equipment and did not receive overtime. He emphasized that no Sheriff's Office deputies would be assigned to use the equipment in a way that would create overtime.

Commissioner May then asked for clarification on the Governor's High Safety Program (GHSP) grant application that was approved in July, noting it might have involved overtime. He recalled a similar grant being approved the prior year. Chief Buster responded that this current grant was part of an annual program and that the only significant change from the previous year was the addition of a seatbelt convincer.

Commissioner May further inquired about overtime use when participating in Governor's Highway Safety Program (GHSP) events with other counties. Chief Buster explained that those activities were separate from the Region 4 LEL program. He noted that GHSP traffic enforcement efforts, particularly around major holidays, could involve collaboration with other counties. If a Sheriff's Office, such as Wake County, invited Granville County to participate, that would be under a different GHSP initiative and unrelated to the current grant.

Commissioner May sought to understand who would cover the overtime costs for those separate activities. Chief Buster clarified that any overtime incurred for those events would be covered by the designated budget line items within the County's budget. Commissioner May acknowledged this explanation, confirming his understanding.

Motioned by Commissioner Tony W. Cozart and seconded by Commissioner Zelodis Jay, and unanimously carried, the Board approved the North Carolina Governor's Highway Safety Program Local Governmental Resolution, granting \$55,000.00 in funds, and authorized the County Manager to execute the contract upon finalization by the County Attorney.

TAX MATTERS

Approval of Present-Use Value Late Applications

Chair Karan reiterated that this item had been pulled from the agenda.

DEVELOPMENT SERVICES MATTERS

Approval of Engineering Consulting Services for Triangle North Granville

Development Services Director Scott Phillips introduced Andy Lamb, Senior Project Manager with McGill Associates, who was present to answer any technical questions. Director Phillips presented the following information:

The request was to amend the existing unit-priced Engineering Consulting Services Agreement to finalize repairs, modifications, and permitting of the Triangle North Granville sewer pump station, gravity sewer, and force main.

- In October 2023, Granville County entered into an agreement with McGill Associates to assess deficiencies in the sewer infrastructure at Triangle North Granville Business and Industrial Park. The focus was on NC Department of Environmental Quality (NCDEQ) permit submittal, construction deficiencies, system deterioration, and updates to meet the City of Oxford's utility standards.
- The infrastructure, originally constructed in 2007, was never commissioned and had been idle for 17 years. Permanent power was never established, making maintenance challenging.
- McGill Associates provided an assessment report, which included the following findings:
 - **NCDEQ Permit Review:** Original permits were not finalized; testing, certification, and as-built drawings were needed.
 - **Gravity Sewer Outfall:** Appeared in good condition, with minor repairs recommended. Groundwater infiltration was repaired.
 - **Sewer Force Main:** Also in good condition, with a need for air relief valves and pressure testing after repairs.
 - **Sewer Pump Station:**
 - Required rewiring and replacement of lifting equipment.
 - Electrical components needed further evaluation once permanent power was established. SCADA system integration was also necessary.
 - Pumps were functional but recommended for replacement due to age and prolonged submersion.
 - Wetwell showed groundwater leakage, with recommendations to reseal and coat the interior walls.
 - **Estimated Correction Costs:** Between \$500,000 and \$750,000, within the approved budget.
- The proposal included tasks outlined in McGill's document dated October 3, 2024:
 - **Design Services:** Technical plans for renovation, focusing on compliance with City of Oxford standards. Cost: \$120,100
 - **Permitting Assistance:** Preparation and submission of NCDEQ permit package. Cost: \$35,000
 - **Bid Assistance:** Support in obtaining construction bids. Cost: \$9,800
 - **Construction Administration:** Oversight during a 180-day construction period, including site visits, meetings, technical coordination, compliance checks, and acceptance coordination. Cost: \$82,450
- **Total Estimated Service Cost:** \$247,350
 - The procurement procedure followed Granville County's Contract and Purchasing Policy (NCGS 143-64.31).
 - Funding was included in the Triangle North Granville Project Ordinance.

Director Phillips recommended awarding the engineering service agreement amendment to McGill Associates for an estimated \$247,350 and authorizing the County Manager to execute the contract documents once finalized by the County Attorney.

Commissioner Williford asked if the City of Oxford would own the sewer infrastructure once the project was completed. Phillips confirmed that the City of Oxford would take ownership.

Commissioner May sought further clarification on whether the City of Oxford would own the sewer infrastructure, asking for an explanation since the County was developing the

infrastructure. Phillips explained that once commissioning was complete and the necessary documents were provided, the City of Oxford would integrate the infrastructure into its water and sewer utility system, taking ownership and responsibility for its maintenance. He added that this approach was similar to the current water line installation on Tabbs Creek Road and Triangle North Drive.

Chair Karan noted that the County's role was to bring the infrastructure up to standard for the City of Oxford to take over. Phillips confirmed this, and Chair Karan elaborated that it is customary for developers—who in this case is the County—to transfer water and sewer assets to the managing authority for ongoing maintenance and repair after completion.

Motioned by Commissioner Robert Williford and seconded by Commissioner Russ May, and unanimously carried, Board approved awarding the unit-price engineering service agreement amendment to McGill Associates for an estimated amount of \$247,350, which considers amending the existing unit-priced Engineering Consulting Services Agreement needed to finalize the necessary repairs, modifications, and permitting of the Triangle North Granville sewer pump station, gravity sewer, and force main; furthermore, Board authorized the County Attorney to finalize the contract and the County Manager to execute the contract document.

APPOINTMENTS

Board Approved Reappointments to Vaya Health Region 4 Board

Motioned by Commissioner Jimmy Gooch, seconded by Commissioner Robert Williford, and unanimously carried, Board reappointed Russ May, Granville County Commissioner, and Lisa Macon Harrison, Vance-Granville District Board of Health Director, to the Vaya Health Region 4 Board.

COUNTY MANAGER'S REPORT

County Manager's Report

County Manager Cummings expressed his appreciation for the efforts of various County departments that have and continue to assist the western part of the state. He stated that the Sheriff's Office sent personnel and supplies, while Emergency Management made multiple trips to provide support. The 911 center handled calls from Mitchell County when other centers were down, routing them to first responders. Additionally, Cummings indicated that Animal Control has contributed personnel and equipment, and that DSS set up a remote call center for benefit access. Granville County resources have assisted Buncombe, Mitchell, McDowell, and Henderson counties. He closed by stating that he was also proud of the community-driven efforts from Granville County, including those organized by volunteer fire departments.

COUNTY ATTORNEY'S REPORT

Board Approved Real Property Transfer

County Attorney Wrenn presented a request for the approval of a real property transfer and the adoption of a Declaration of Covenants for the development of the Advanced Manufacturing Center at Triangle North Granville Business Park.

Wrenn informed the Board that Vance-Granville Community College (VGCC) received an \$11,500,000 legislative appropriation in the 2023-2024 North Carolina State Budget for this project. The deed attached in the agenda packet involved the transfer of approximately 10.25 acres of real property, located on the north side of the park, from the Kerr-Tar Regional

Economic Development Corporation to Vance-Granville Community College, as per a Development Agreement with Granville County. This transfer marks a change in the location of the center from the south side to the north side of the park.

The Declaration of Covenants sets forth updated regulations for the first phase of the Triangle North Granville Business Park, with the option to include future phases. Key components of the covenants include the establishment of a property owners' association responsible for collecting fire protection fees to be paid to the City of Oxford for services within the park.

Following the Board's approval of the transfer and the Declaration of Covenants, which has already been endorsed by the Kerr-Tar Regional Economic Development Corporation board, the property owners' association will be formed, and the property will be transferred to Vance-Granville Community College for the construction of the advanced manufacturing center.

Wrenn stated the recommendation to approve the property transfer of approximately 10.25 acres to Vance-Granville Community College and adopt the updated Declaration of Covenants, enabling the formation of the property owners' association and subsequent development of the center.

Wrenn noted that there was a typographical error in the agenda packet regarding the attachment of draft articles of incorporation and bylaws, which were not included.

Commissioner Hinman asked if the property transfer and attached covenants were necessary for Vance-Granville Community College (VGCC) to secure the grant. County Attorney Wrenn confirmed that the deed transfer is required, and the covenants must be attached at the time of transfer to ensure their proper application to the property.

Motioned by Commissioner Jimmy Gooch and seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved the transfer of approximately 10.25 acres of real property from the Kerr-Tar Regional Economic Development Corporation to Vance-Granville Community College and adopted the updated Declaration of Covenants for the Triangle North Granville Business Park, allowing for the formation of a property owners' association and supporting the subsequent development of the center for advanced manufacturing.

County Attorney's Report

County Attorney Wrenn reported that he had one matter for closed session for economic development.

PRESENTATIONS BY COUNTY BOARD MEMBERS

Commissioner Hinman discussed the participation in Masonic Home for Children at Oxford (MCHO) parade, despite it being shorter due to construction. There was a great turnout. After that, the Commissioners headed to the Creedmoor Fireman's Parade. She indicated that it was fantastic to be part of both events and to see so many people come out.

Commissioner Cozart stated that he enjoyed the celebration at the Masonic Home and loved seeing alumni and the strong support for the home. He also attended a successful fundraiser at the Orange Street Community Center, which raised nearly \$25,000. He thanked the Board for their hard work and support in allowing them to rent the facility for just a dollar a year. He acknowledged the challenges facing the Granville County Board of Education and thanked the Commissioners for their collaboration. Commissioner Cozart expressed his excitement about initiatives to support childcare centers through events like the Ducky Derby and Timeout Tuesday

which are providing scholarships and mini-grants during this tough period. Lastly, he expressed gratitude for the special honor at the last meeting, where he was awarded the Order of the Longleaf Pine.

Commissioner May discussed his visit to Western North Carolina with a group of inspiring young men to assist families near Chimney Rock and Lake Lure. The devastation was significant, with roads and communities heavily impacted by flooding. He witnessed the resilience of the local residents, who, despite losing everything, remain determined and proud. The Army Corps of Engineers and National Guard were present to support recovery efforts. He encouraged everyone to consider donating to organizations like Baptists on Mission or Samaritan's Purse to help with long-term recovery, as this will be a generational challenge. He thanked the Board for allowing him to share this experience through photos. He also enjoyed participating in the Creedmoor Fireman's Day parade.



Commissioner Gooch remarked that the devastation in Western North Carolina is severe, and he has been impressed by the strong support from our county's Emergency Management, the Sheriff's Office, churches, and various organizations. Many individuals have contributed by providing generators and other supplies. As we approach the cold months, it's critical to assist displaced residents who will need heaters and generators. He encouraged everyone to keep the people in Western North Carolina in their prayers.

Commissioner Jay echoed Commissioner Gooch's sentiments about the support for Western North Carolina. He stated that our county has stepped up significantly, sending trucks with supplies every week, and he appreciates everyone contributing. This shows that Granville County cares for our neighbors, reminding us that it could have been us in need. Additionally, he enjoyed participating in the parade at the Masonic Home and the picnic in the park organized by the Sheriff's Office for seniors—it was a wonderful event with delicious food.

Commissioner Karan stated that there was a lot happening, including the 4-H animal show, which was delightful, and the recent trail hike hosted by the Town of Stem. He appreciated Commissioners Jay and Hinman for helping with the Creedmoor Fireman's Day parade, which marks the start of the parade season. He reminded everyone that Tuesday, October 22, 2024 was the Crime Stoppers banquet at Pleasant Grove Baptist Church, and Friday, November 1, 2024 is the Granville County Chamber's Cluck and Chuck at the Expo Center, tickets are still available. He implored the group to not forget the importance of breast cancer awareness month. It's crucial for women to get their mammograms and perform self-exams, as early detection can save lives. He then thanked the Board for their support during his family's journey with this issue.

ANY OTHER MATTERS

Board Approved Installation of Peace Pole at Courthouse by Oxford Rotary Club

Chair Karan introduced the topic of installing a peace pole at the courthouse as previously presented during public comments by Oxford Rotary Club member John Tovey.

Motioned by Commissioner Sue Hinman, seconded by Commissioner Zelodis Jay, and unanimously carried, Board approved the installation of a peace pole at the Granville County courthouse by the Oxford Rotary Club, authorizing the County Manager's Office and

Development Services to collaborate with the Oxford Rotary Club and the City of Oxford to finalize the location with no cost to the County for this installation.

CLOSED SESSION

Motioned by Commissioner Sue Hinman, seconded by Commissioner Robert Williford, and unanimously carried, Board went into closed session as allowed by North Carolina General Statute 143-318.11(a)(3) for economic development matters at 7:48 p.m.

RETURN TO OPEN SESSION

Motioned by Commissioner Sue Hinman, seconded by Commissioner Robert Williford, and unanimously carried, the Board returned to open session at 8:16 p.m.

ADJOURNMENT

Motioned by Commissioner Sue Hinman, seconded by Commissioner Robert Williford, and unanimously carried, the Board adjourned at 8:16 p.m.

Respectfully submitted,
Karen Evans
Clerk to the Board