

AGENDA
GRANVILLE COUNTY BOARD OF COMMISSIONERS
Monday, December 5, 2022



Call to order @ 7:00 p.m.....Chairman Tony W. Cozart
Invocation and Pledge of Allegiance.....Commissioner Zelodis Jay

Consent Agenda

1. Contingency Summary (p. 4)
2. Budget Amendment #2 for Fiscal Year 2022-2023 (p. 6)
3. Project Ordinance Budget Amendment #2 - CARES Election and HAVA Grant (p. 13)
4. Project Ordinance Budget Amendment #3- GAP Phase III - FY 2023 (p. 15)
5. Tax Refunds, Releases, & Write-offs (p. 17)
6. Minutes (p. 18)
7. Additional Review Officers (p. 42)

Recognition of Outgoing Commissioner

8. Recognition of Commissioner David T. Smith (p. 44)

Oaths of Office

9. Oath of Office - Timothy Karan (p. 46)
10. Oath of Office - Jimmy Gooch (p. 48)
11. Oath of Office - Rob Williford (p. 50)

Break

12. Break - 20 Minutes (p. 52)

Organizational Matters

13. Election of Chair and Vice Chair (p. 53)
14. Set Meeting Time, Place and Schedule for Calendar Year 2023 (p. 54)
15. Appointment of Members to Boards, Committees, and Liaison Assignments (p. 56)
16. Approve Bonds for County Officials for 2023 (p. 59)

Introductions, Recognitions and Presentations

- 17. Recognition of Service - Sheriff John B. Hardy, III (p. 60)
- 18. Vaya Health Presentation (p. 62)

Public Hearings

- 19. Land Development Code Text Amendment Petition Open Space (p. 87)
- 20. Land Development Code Text Amendment Petition TIA (p. 92)

Public Comments

- 21. Public Comments (p. 98)

Planning Matters

- 22. Resolution: NCDOT Request for Addition to State-Maintained Secondary Road System (p. 99)

Tax Matters

- 23. Late Application - Elderly Exclusion (p. 101)

Proclamations, Resolutions and Legislative Matters for Consideration

- 24. Proclamations, Resolutions and Legislative Matters (p. 102)

Appointments

- 25. Upper Neuse River Basin Association (p. 103)
- 26. Orange Street Community Center (p. 104)
- 27. Granville-Vance District Board of Health (p. 105)

County Manager's Report

- 28. County Manager's Report (p. 106)

County Attorney's Report

- 29. County Attorney's Report (p. 107)

Presentations by County Board Members

- 30. Presentations by County Board Members (p. 108)

Any Other Matters

31. Any Other Matters (p. 109)



Granville County Finance

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Steve McNally
Department: Finance
Date: November 28, 2022
Title: Contingency Summary

RECOMMENDATION:

Approve contingency summary as presented.

ATTACHMENTS:

Contingency summary

ACTION TAKEN:

Summary of Contingency and Use of Fund Balance

Contingency Summary For FY 2022-2023 Budget December 5, 2022

Use of Contingency Summary - General Fund

General Contingency (10-9910-991):

Date	Description/Action	Adjustment Amount	Balance
7/1/2022	Budget Ordinance		\$ 180,000
	Developmental Associates search for County Manager candidates	\$ 22,250	\$ 157,750
	Install electronic access system at Belle Street	\$ 10,186	\$ 147,564

Environmental Disaster Contingency (10-9910-993):

Date	Description/Action	Adjustment Amount	Balance
7/1/2022	Budget Ordinance		\$ 10,000

School Repair Contingency (10-9910-994):

Date	Description/Action	Adjustment Amount	Balance
7/1/2022	Budget Ordinance		\$ 350,000

Use of Fund Balance Summary - General Fund

Date	Description/Action	Adjustment Amount	Balance
7/1/2022	Budget Ordinance		\$ 3,466,276
10/3/2022	Carry over funding for truck purchase - Emergency Mgmt.	\$ 37,450	\$ 3,503,726
10/3/2022	Adjustment to reflect FY 2023 JCPC program funding	\$ (41,238)	\$ 3,462,488
10/3/2022	Correct FY 23 budget ordinance - reduce DOEDC funding	\$ (10,000)	\$ 3,452,488
10/3/2022	Carry over funding for paging system - Emergency Communications	\$ 850,000	\$ 4,302,488
10/3/2022	Carry over funding for 143 Williamsboro - DSS Child Support Services	\$ 630,000	\$ 4,932,488
10/3/2022	Refund unspent balance or CARES Act Supplemental Fund - Board of Elections	\$ 1,300	\$ 4,933,788
10/3/2022	Carry over funding to pour disc golf pads at the G.A.P.	\$ 7,500	\$ 4,941,288
10/3/2022	Carry over unspent funds from the Human Relations Council	\$ 12,385	\$ 4,953,673
10/3/2022	Carry over unspent IV-D incentive and Federal Adoption Incentives - DSS	\$ 195,457	\$ 5,149,130
10/3/2022	Carry over unspent DHHS Child Development funds	\$ 2,500	\$ 5,151,630
12/5/2022	Adjust ROAP grant Funding to NC DOT levels	\$ 15,000	\$ 5,166,630
12/5/2022	Carry over ending balance of EMPG Supplemental Grant	\$ 59,727	\$ 5,226,357
12/5/2022	Receipt of EMPG grant funds	\$ 20,625	\$ 5,246,982
12/5/2022	Easement for irrigation pond lease	\$ 5,200	\$ 5,252,182
12/5/2022	Fund 2024 Ad Voluem revaluation	\$ 215,000	\$ 5,467,182
12/5/2022	Design services for construction of the Northern Granville Senior Center	\$ 282,500	\$ 5,749,682
12/5/2022	Fund annual "sell back" of excess annual leave	\$ 226,025	\$ 5,975,707

TOTAL \$ 2,509,431



Granville County Finance

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Steve McNally
Department: Finance
Date: November 25, 2022
Title: **Budget Amendment #2
for Fiscal Year 2022-2023**

BACKGROUND:

As prescribed in G.S. 159-15, these are amendments to the FY 2022-2023 operating budget presented by various operating departments, the Finance department, and the County Board of Commissioners. These update the existing budget to reflect necessary changes in spending and offsetting sources of funding, which result in a balanced budget.

These amendments include funding for:

- ROAP grant
- Emergency Management Preparedness grant
- Electronic access system for the Administration department
- Youth Council
- Irrigation Pond lease
- Library Grant
- Northern Granville Senior Center construction
- "Sell back" of excess employee annual leave
- Bonus for all full time employees
- Improvement to Wilton convenience site

RECOMMENDATION:

Approval of Budget Amendment #2

ATTACHMENTS:

BA #2

ACTION TAKEN:

Budget Amendment #2
12/5/2022

Be it ordained, the FY 2022-2023 Annual Budget Ordinance is hereby amended as follows:

GENERAL FUND

Expenditures: Increase/(Decrease)

General Government

Governing Board	3,500
Admin	12,265
IT	4,794
Board of Elections	1,723
Finance	20,027
Human Resources	30,095
Internal Auditor	3,343
Tax Administration	5,181
Register of Deeds	9,808
General Services	7,375

Public Safety

Sheriff's Department	115,302
Detention Center	70,837
Emergency Management	97,404
Addressing / GIS	3,009
Animal Control	63,053

Community Services

4-H Best	1,845
County Library System	65,964
Jonesland Park Operation	17,182
Planning	2,807
Construction Projects	292,686
Economic Development	8,311

Human Services

Social Services	58,691
HCCBG & Transportation	3,454
Oxford Senior Center	12,856
Senior Center - North	1,615
Senior Center - South	1,615

Area Projects and Other Appropriations

Non-Departmental	(25,819)
Pass Thru Funds and Transfers	(6,630)

Contributions to Other Funds

Tourism Development Authority	3,852
Contingencies	(10,186)

Total Expenditures

875,959

Revenues: Increase/(Decrease)

Restricted and Intergovernmental	51,852
Appropriated Fund Balance	824,107

Total Revenues

875,959

CONVENIENCE SITES

Expenditures: Increase/(Decrease)

Landfill	21,440
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Total Expenditures

21,440

Revenues: Increase/(Decrease)

Appropriated Fund Balance	21,440
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Total Revenues

21,440

LANDFILL

Expenditures: Increase/(Decrease)			
	Landfill Operations	6,641	
	<i>Total Expenditures</i>		6,641
Revenues: Increase/(Decrease)			
	Appropriated Fund Balance	6,641	
	<i>Total Revenues</i>		6,641

Budget Amendment #2					
(For reference only)					Balance
General Fund/Senior Center					
Expenditures: Increase/ (Decrease)					
10-	5300	314	Work First Transportation Grant	\$5,139	\$15,139
10-	5859	505	EDTAP - Transportation Grant	\$3,454	\$78,454
10-	8580	140	KARTS /RGP Allocation	(\$6,630)	\$93,370
Revenues: Increase/ (Decrease)					
10-	3327	333	ROAP Grant	(\$13,037)	\$186,963
10-	3990	991	Appropriated Fund Balance	\$15,000	\$5,166,630
Description: Adjust ROAP Grant funding from original budget to approved NC DOT levels.					

General Fund/Emergency Management					
Expenditures: Increase/ (Decrease)					
10-	4330	602	Supplemental Grant Expense	\$59,757	\$59,757
10-	4330	602	Supplemental Grant Expense	\$20,625	\$80,382
Revenues: Increase/ (Decrease)					
10-	3990	991	Appropriated Fund Balance	\$59,757	\$5,226,387
10-	3990	991	Appropriated Fund Balance	\$20,625	\$5,247,012
Description: Carry over FY 2022 ending balance of Supplemental (EMPG) Grant (\$59,727) and recognize receipt of EMPG grant funds (\$20,625). EMPG grant fund revenues were already budgeted (\$35,000), but the corresponding grant expenditures were not budgeted.					

General Fund/Construction Projects					
Expenditures: Increase/ (Decrease)					
10-	4251	222	Administrative Annex	\$10,186	\$10,186
10-	9910	993	General Contingency	(\$10,186)	\$147,564
Description: Fund installation of electronic access system at the Belle Street facility as approved by the Granville County BoCC on 6/20/22.					

General Fund/Governing Board					
Expenditures: Increase/ (Decrease)					
10-	8540	120	Available for Grant Match	(\$3,500)	\$46,500
10-	4110	413	Youth Council	\$3,500	\$3,500

Description: Establish funding of a Youth Council as approve by the Granville County BoCC on August 8, 2022.

General Fund/Parks and Grounds					
Expenditures: Increase/ (Decrease)					
10-	6130	334	Pond Lease	\$5,200	\$10,603
Revenues: Increase/ (Decrease)					
10-	3990	991	Appropriated Fund Balance	\$5,200	\$5,252,212

Description: Recognize the extension of the Memorandum of Agreement and Easement with Benny Overton for access to the irrigation pond used by Parks and Grounds.

General Fund/Library					
Expenditures: Increase/ (Decrease)					
10-	6110	511	SRFR Aid to Public Libraries	\$64,889	\$64,889
Revenues: Increase/ (Decrease)					
10-	3611	363	SRFR Aid to Public Libraries	\$64,889	\$64,889

Description: To recognize receipt of non- recurring SFRF Aid to Public funds from the US Treasury.

General Fund/Non-Departmental					
Expenditures: Increase/ (Decrease)					
10-	8540	125	Revaluation Reserve Appropriation	\$215,000	\$400,000
Revenues: Increase/ (Decrease)					
10-	3990	991	Appropriated Fund Balance	\$215,000	\$5,462,012

Description: To increasing funding of the 2024 revaluation process to approximately 50% of total project cost. Revaluation to be performed by Pearson Appraisal Service, Inc., as approved by the Granville County BoCC on March 21, 2022.

General Fund/Construction Projects					
Expenditures: Increase/ (Decrease)					
10-	4251	908	Northern Granville Senior Center	\$282,500	\$282,500
Revenues: Increase/ (Decrease)					
10-	3990	991	Appropriated Fund Balance	\$282,500	\$5,744,512

Description: To fund design services for construction of the Northern Granville Senior Center.

General Fund: Various departments					
Expenditures: Increase/ (Decrease)					
10-	4120	121	Salaries	\$3,403	\$496,853
10-	4120	181	FICA	\$260	\$37,953
10-	4120	182	Retirement	\$413	\$59,153
10-	4122	121	Salaries	\$4,002	\$267,011
10-	4122	181	FICA	\$306	\$20,206
10-	4122	182	Retirement	\$486	\$32,468
10-	4125	121	Salaries	\$22,425	\$143,229
10-	4125	181	FICA	\$1,715	\$10,901
10-	4125	182	Retirement	\$2,725	\$17,415
10-	4130	121	Salaries	\$9,978	\$318,562
10-	4130	181	FICA	\$763	\$23,658
10-	4130	182	Retirement	\$1,212	\$37,691
10-	4135	121	Salaries	\$1,443	\$77,110
10-	4135	181	FICA	\$110	\$5,843

10-	4135	182	Retirement	\$175	\$9,376
10-	4145	121	Salaries	\$4,325	\$483,539
10-	4145	181	FICA	\$331	\$36,936
10-	4145	182	Retirement	\$525	\$58,797
10-	4170	121	Salaries	\$1,438	\$192,006
10-	4170	181	FICA	\$110	\$24,707
10-	4170	182	Retirement	\$175	\$24,807
10-	4180	121	Salaries	\$1,447	\$240,399
10-	4180	181	FICA	\$111	\$18,391
10-	4180	182	Retirement	\$176	\$29,233
10-	4260	121	Salaries	\$2,112	\$154,621
10-	4260	181	FICA	\$162	\$18,867
10-	4260	182	Retirement	\$257	\$18,802
10-	4310	121	Salaries	\$26,156	\$3,720,182
10-	4310	181	FICA	\$2,001	\$307,234
10-	4310	182	Retirement	\$3,178	\$37,476
10-	4320	121	Salaries	\$4,738	\$1,768,190
10-	4320	181	FICA	\$362	\$144,033
10-	4320	182	Retirement	\$576	\$228,631
10-	4330	121	Salaries	\$8,817	\$242,933
10-	4330	181	FICA	\$675	\$18,420
10-	4330	182	Retirement	\$1,071	\$29,539
10-	4380	121	Salaries	\$39,153	\$381,579
10-	4380	181	FICA	\$2,995	\$40,360
10-	4380	182	Retirement	\$4,757	\$59,772
10-	4396	121	Salaries	\$1,164	\$62,466
10-	4396	181	FICA	\$89	\$4,724
10-	4396	182	Retirement	\$141	\$7,595
10-	4910	121	Salaries	\$2,341	\$306,930
10-	4910	181	FICA	\$179	\$23,453
10-	4910	182	Retirement	\$287	\$37,325
10-	4920	121	Salaries	\$2,894	\$249,896
10-	4920	181	FICA	\$221	\$19,117
10-	4920	182	Retirement	\$352	\$30,387
10-	5300	121	Salaries	\$44,701	\$4,606,872
10-	5300	181	FICA	\$3,420	\$351,187
10-	5300	182	Retirement	\$5,431	\$560,191
10-	5831	121	Salaries	\$192	\$45,217
10-	5831	181	FICA	\$15	\$3,432
10-	5831	182	Retirement	\$23	\$5,498
10-	5860	121	Salaries	\$2,646	\$335,157
10-	5860	181	FICA	\$200	\$25,637
10-	5860	182	Retirement	\$321	\$40,754
10-	6110	121	Salaries	\$897	\$640,378
10-	6110	181	FICA	\$69	\$60,510
10-	6110	182	Retirement	\$109	\$77,870

10-	6130	181	Salaries	\$3,262	\$226,198
10-	6130	181	FICA	\$250	\$17,834
10-	6130	181	Retirement	\$396	\$27,505
10-	6180	121	Salaries	\$1,136	\$61,052
10-	6180	181	FICA	\$87	\$4,616
10-	6180	182	Retirement	\$138	\$7,424
10-	3990	991	Appropriated Fund Balance	\$226,025	\$5,970,537

Description: Fund annual "sell back" of excess annual leave to those full time employees wishing to participate.

General Fund: Various departments

Expenditures: Increase/ (Decrease)

10-	4120	121	Salaries	\$7,500	\$504,353
10-	4120	181	FICA	\$689	\$38,642
10-	4125	121	Salaries	\$3,000	\$146,229
10-	4125	181	FICA	\$230	\$11,131
10-	4130	121	Salaries	\$7,500	\$326,062
10-	4130	181	FICA	\$574	\$24,232
10-	4135	121	Salaries	\$1,500	\$78,610
10-	4135	181	FICA	\$115	\$5,958
10-	4180	121	Salaries	\$7,500	\$491,039
10-	4180	181	FICA	\$574	\$37,510
10-	4260	121	Salaries	\$4,500	\$159,121
10-	4260	181	FICA	\$344	\$19,211
10-	4310	121	Salaries	\$78,000	\$3,798,182
10-	4310	181	FICA	\$5,967	\$313,201
10-	4320	121	Salaries	\$60,800	\$1,828,990
10-	4320	181	FICA	\$4,361	\$148,394
10-	4330	121	Salaries	\$6,000	\$248,933
10-	4330	181	FICA	\$459	\$18,879
10-	4380	121	Salaries	\$15,000	\$396,579
10-	4380	181	FICA	\$1,148	\$41,508
10-	4396	121	Salaries	\$1,500	\$63,966
10-	4396	181	FICA	\$115	\$4,839
10-	4920	121	Salaries	\$4,500	\$254,396
10-	4920	181	FICA	\$344	\$19,461
10-	5831	121	Salaries	\$1,500	\$46,717
10-	5831	181	FICA	\$115	\$3,547
10-	5860	121	Salaries	\$9,000	\$344,157
10-	5860	181	FICA	\$689	\$26,326
10-	5861	121	Salaries	\$1,500	\$1,500
10-	5861	181	FICA	\$115	\$115

10-	5870	121	Salaries	\$1,500	\$1,500
10-	5870	181	FICA	\$115	\$115
10-	6130	181	Salaries	\$7,500	\$233,698
10-	6130	181	FICA	\$574	\$18,408
10-	6180	121	Salaries	\$2,376	\$63,428
10-	6180	181	FICA	\$115	\$4,731
10-	8540	111	Position Reclass	(\$42,319)	\$26,825
10-	8540	113	Performance Base Adjustment	(\$195,000)	\$0

Description: Fund bonuses to all full time employees to be paid out in January 2023, as approved by the Granville County BoCC as of November 7, 2022.

Convenience Sites

Expenditures: Increase/ (Decrease)

59-	4710	512	Site Construction	\$21,440	\$31,440
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Revenues: Increase/ (Decrease)

59-	3991	991	Appropriated Fund Balance	\$21,440	\$198,840
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Description: To fund improvement of the loading zone at the Wilton convenience site, as approved by the Granville County BoCC on July 5, 2022.

Landfill

Expenditures: Increase/ (Decrease)

60-	4725	121	Salaries	\$4,500	\$177,842
60-	4725	181	FICA	\$344	\$15,135
60-	4729	121	Salaries	\$1,500	\$47,058
60-	4729	181	FICA	\$115	\$5,130
60-	4729	182	Retirement	\$182	\$5,540

Revenues: Increase/ (Decrease)

10-	3991	991	Appropriated Fund Balance	\$6,641	\$6,641
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Description: Fund annual vacation "sell back" and one-time bonus payments to Landfill employees.



Granville County Finance

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Steve McNally
Department: Finance
Date: November 25, 2022
Title: **Project Ordinance Budget Amendment #2 - CARES Election and HAVA Grant**

PURPOSE:

Reflect refunding of the balances from the General Fund for unspent CARES Act Supplemental Funds owed back to the NC State Board of Elections

RECOMMENDATION:

Approve Project Budget Amendment #2

ATTACHMENTS:

Cares Election / HAVA grant Budget Amendment

ACTION TAKEN:

**Grant Project Ordinance
2020 CARES Act Election Grant Fund
and HAVA Fund Election Preparedness Grant Projects
Budget Amendment # 1 (during Fiscal Year 2022-2023)
(Budget Amendment # 2 for grant project ordinance)**

Be it ordained, the Coronavirus Relief Fund Project Budget Ordinance is hereby amended as follows:

Revenues: Increase / (Decrease)

CARES Act Election Grant	\$	-1,300	
Transfer from General Fund		1,300	
Total Revenues			\$ - 0 -

(For Reference Only)

				<u>Balance</u>
Revenue Increase/ (Decrease)				
31-3328-001	CARES ACT Election Grant	\$ - 1,300		78,888
31-3990-010	Transfer from General Fund	\$ 1,300		5,062

Description: To reflect refunding of the balance of CARES Act Supplemental Fund from the General Fund deemed unspent and owed back to the NC State Board of Elections.

**RESTATEMENT OF BUDGET LEVELS
Grant Project Ordinance
2020 CARES Act Election Grant Fund
And HAVA Fund Election Preparedness Grant Projects
(For County Auditors Reference)**

Expenditures		Revenues	
CARES Act Election Grant	\$ 83,772	CARES Act Election Grant	\$ 78,888
HAVA Grant	60,206	HAVA Grant	60,028
		Transfer From General Fund	5,062
	\$ 143,978		\$ 143,978



Granville County Finance

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Steve McNally
Department: Finance
Date: November 25, 2022
Title: **Project Ordinance Budget Amendment #2 - GAP Phase III - FY 2023**

PURPOSE:

To reflect refunding of the balance of CARES Act Supplemental Fund from the General Fund deemed unspent and owed back to the NC State Board of Elections

RECOMMENDATION:

Approve Project Ordinance Budget #2

ATTACHMENTS:

GAP Phase III BA #3

ACTION TAKEN:

Project Ordinance
GAP Phase III
Budget Amendment # 1 (during Fiscal Year 2021)
 (Budget Amendment # 2 for project ordinance)

Be it ordained; the Granville Athletic Park Phase III Budget Ordinance is hereby amended as follows:

Expenditures: Increase/(Decrease)		
GAP Phase III Project	200,000	
Total Expenditures		200,000
Revenues: Increase/(Decrease)		
Contributions from the General Fund	136,500	
US Tennis Association Grant	50,000	
Sponsorships/Donations	13,500	
Total Expenditures		200,000

(For Reference Only)

2018 School Facility Roof and HVAC Repair Project

<i>Revenue Increase/ (Decrease):</i>			Balance
49-3613-261	USTA Grant	50,000	70,000
49-3613-840	Fifteen for 15 Sponsorship Campaign	13,500	13,500
49-3990-010	Transfer from General Fund	136,500	1,498,060
Expenditure Increase/(Decrease):			
49-6130-580	GAP Phase III	200,000	2,131,560

Description: Budget final transfer of funding from the County's General Fund to complete the GAP Phase III project.

ESTABLISHMENT OF BUDGET LEVELS
GAP Phase III
Capital Project Ordinance Budget Levels
(For County Auditors Reference)

<i>Expenditures</i>		<i>Revenues</i>	
GAP Phase III	2,131,560	Contribution from General Fund	1,498,060
		Land and Water Conservation Grant	250,000
		PARTF Grant	300,000
		US Tennis Association Grant	70,000
		Fifteen for 15 Campaign	13,500
Total Expenditures	2,131,560	Total Revenues	2,131,560



Granville County Tax Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Jenny Griffin
Department: Tax Administration
Date: December 2, 2022
Title: Tax Refunds, Releases, & Write-offs

PURPOSE:

To approve tax refunds, releases, and write-offs

BACKGROUND:

Tax releases and refunds are generated according to N.C.G.S. 105-381. According to the resolution adopted May 1, 2003, the Board of Commissioners authorized the Tax Collector to forego the collection for all taxes which do not exceed \$2.00.

The following tax refunds, releases and write-offs are recommended for approval:

Refunds	October 2022:	\$ 2,677.44
Releases	October 2022:	\$4,636.85
Write-offs (\$2 and less)	October 2022:	\$ 19.76
Refunds	November 2022	\$6,948.16
Releases	November 2022	\$1,894.92
Write-offs (\$2 and less)	November 2022	\$ 7.31

A copy of the tax refunds, releases and write-offs are in the Tax Administrator's Office for inspection.

RECOMMENDATION:

The Tax Administrator recommends approving refunds, releases, and write-offs.

ACTION TAKEN:



Granville County Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 2, 2022
Title: Minutes

PURPOSE:

To approve minutes of the April 4, 2022 Regular Meeting.

RECOMMENDATION:

Approval

ATTACHMENTS:

April 4, 2022 Draft Minutes

ACTION TAKEN:

OXFORD, NORTH CAROLINA
April 4, 2022

The Members of the Honorable Board of Commissioners of Granville County, North Carolina met in a regular meeting on Monday, April 4, 2022, at 7:00 p.m. in the Auditorium, Granville Expo and Convention Center, 4185 US Highway 15 South, Oxford.

Present were:

Chair: Tony W. Cozart

Commissioners: Jimmy Gooch Timothy Karan
Sue Hinman Russ May
Zelodis Jay David T. Smith

County Manager: Michael S. Felts
Assistant County Manager: Korena Weichel
County Attorney: James C. Wrenn, Jr.

News Reporters: David Murray – *Oxford Public Ledger*

MEETING CALLED TO ORDER

At 7:00 p.m., Chairman Tony W. Cozart called the meeting to order. He then recognized Commissioner David T. Smith for the invocation and Pledge of Allegiance.

CONSENT AGENDA APPROVED

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Sue Hinman, and unanimously carried, the Board approved the consent agenda as follows:

- (A) Approved the Summary of Contingency (p. 3) and Use of Fund Balance report that showed the following balances:
- | | | |
|--|----|-----------|
| General Contingency Balance | \$ | 14,000 |
| School Bond D/S Contingency | \$ | 100,000 |
| Environmental Disaster Contingency | \$ | 10,000 |
| General Fund Appropriated Fund Balance | \$ | 4,485,783 |
- (B) Approved the contract with Rob Bailess, the Bailess Group, for consulting services for the Granville County Sheriff’s Office, for an amount not to exceed \$73, 000 with an effective date of January 1, 2022.

BOARD RECOGNIZED GRACIE LUNDWALL

Commissioner Russ May recognized Gracie Lundwall on behalf of the Board of Commissioners for her volunteer service with Wreaths Across America. Commissioner May stated that the Granville County Veterans Affairs Committee recommended that Gracie Lundwall, an 11-year-old six-grader at Falls Lake Academy, be recognized for her volunteer work with Wreaths Across America. Miss. Lundwall made remarks after being presented with the following proclamation:

**Proclamation Honoring
Miss Gracie E. Lundwall**

Whereas, on January 18, 2022, the Veterans Affairs Committee of Granville County recommended recognition by the Granville County Board of Commissioners, without hesitation, to endorse the outstanding voluntary service of Miss Gracie E. Lundwall; and

Whereas, Gracie Lundwall's representation of the County of Granville and the State of North Carolina, for her service work at Arlington National Cemetery in Washington, D.C. as a registered member of Wreaths Across America, at which her mission started at five years of age, to honor her grandfather, and others who have served in the armed forces of the United States of America; and

Whereas, still, at 11 years of age, a sixth-grade student at Falls Lake Academy, Gracie Lundwall, now registers with Wreaths Across America by herself, and helps her mother purchase the five wreaths they usually donate for "the mission" and the journey to Washington, D.C. every December, to place wreaths on our county's Veterans graves, and

Whereas, Miss Lundwall, at such a young age exemplifies the motto of Wreaths Across America, to "**Remember**" our Fallen Veterans, by remembering their sacrifice; to "**Honor**" those who serve, while she places wreaths, even in the harshest of weather conditions, without even complaining; and to "**Teach**" others the value of freedom, by teaching and inviting her best friend to share in the importance of "the mission," such as acknowledging the name of a fallen Veteran, before placing a wreath on their grave, and

NOW, AND THEREFORE, BE IT PROCLAIMED, THAT THE Granville County Board of Commissioners extend its sincere admiration and congratulations to Gracie E. Lundwall for the gracious spirit in her volunteerism and dedication to "the mission" in her work with Wreaths Across America and reminding us all not to forget our countries Veterans.

Presented, this the 4th day of April 2022

Commissioner May thanked Mike Turner, Chairman of the Veterans Affairs Committee for the recommendation of recognizing Miss. Lundwall.

BOARD RECOGNIZED ROB MONTAGUE – 2022 GOVERNOR'S AWARD WINNER

Chairman Tony W. Cozart stated that the North Carolina Service Granville-Vance Area Ranger Robert Montague was a recipient of the 2022 Governor's Award for Excellence in Customer Service. He then presented him with the following Resolution of Recognition and Appreciation and thanked him for his service to the community on behalf of the Board:

**Resolution of Recognition and Appreciation
NC Forest Service Granville-Vance Area Ranger Robert "Rob" Montague**

Whereas, Granville-Vance Area Ranger Robert Montague, who has been an NCFS employee for 18 years, is a recent recipient of the Governor's Award for Excellence in Customer Service, which is one of the state's highest honors; and

Whereas, he is still driven and dedicated to serving and protecting the area he services as well as his community, by striving to be informative, so as to prevent the dangers of fires and falling trees, not only in the forest but also by helping landowners learn about the vegetation surrounding them; and

Whereas, his ability in investigation, forest management, and social skills has earned him the respect of his four-member team he supervises as well as his community and others in his field; and

Whereas, his tireless commitment to his profession and community motivated him to answer over half of the 189 emergency response calls involving forest fires in his area in 2020 – 2021, on and off duty. His empathetic and friendly demeanor makes him easy to talk to those affected by disasters be it fire or other acts of nature; and

Whereas, just these few reasons alone, along with his other acts of kindness, have made Ranger Robert Montague a worthy recipient of the Governor’s Award for Excellence in Customer Service.

NOW, THEREFORE, BE IT RESOLVED, that the Granville County Board of Commissioners expresses its sincere appreciation to North Carolina Forest Service Granville-Vance Area Ranger Robert Montague as a recipient of the 2022 Governor’s Award for Excellence in Customer Service.

This the 4th day of April 2022.

Mr. Montague stated that he enjoyed serving beside true servants and thanked the Board for the recognition.

BOARD RECOGNIZED TELECOMMUNICATOR WEEK WITH A PROCLAMATION

Commissioner David T. Smith recognized Granville County Telecommunicators for National Public Safety Telecommunicators on behalf of the Board. He presented the following proclamation to Emergency Communications Director Trent Brummitt and his staff and presented them with a 275th Anniversary Coin:

**Proclamation For
National Public Safety Telecommunicators Week**

Whereas, emergencies can occur at any time that require law, fire or emergency medical services; and, when an emergency occurs the prompt response of law enforcement, firefighters and emergency medical services is critical to the protection of life and preservation of property; and,

Whereas, the safety of our law enforcement officers, emergency medical services, and firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone the Granville County Emergency Communications center; and,

Whereas, Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services; and, Public Safety Telecommunicators are the single vital link for our law enforcement officers, emergency medical services, and firefighters by monitoring their activities by radio, providing them information and ensuring their safety; and,

Whereas, Public Safety Telecommunicators of the Granville County Emergency Communications have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and,

Whereas, each Telecommunicator has exhibited compassion, understanding and professionalism during the performance of their job in the past year.

NOW, THEREFORE, BE IT PROCLAIMED, THAT the Granville County Board of Commissioners declares the week of April 10th – 16th, 2022, to be National Public Safety Telecommunicators Week, in honor of the men and women whose diligence and professionalism keep our county and citizens safe.

This the 4th of April 2022

Mr. Brummitt made comments and thanked the Board.

AFTER HOLDING PUBLIC HEARING, BOARD APPROVED THE RESOLUTION DEFINING AND ESTABLISHING THE GRANVILLE COUNTY FIRE PROTECTION SERVICE DISTRICT TO PROVIDE FIRE PROTECTION AND RESCUE SERVICES

Chairman Tony Cozart stated that the purpose of this public hearing was to present a proposal to establish a unified fire protection service district in Granville County for the purpose of funding fire and rescue services in the unincorporated areas of Granville County. He noted that all required notices have been made as required by North Carolina General Statutes. He stated that the public hearing notice ran in the Oxford Ledger on March 10th and March 17th and in the Butner-Creedmoor News on March 11th and March 18th.

At this time, Chairman Cozart declared the public hearing open and recognized Greg Grayson, NC Fire Chief Consulting Group, for a brief overview.

Mr. Grayson thanked the Board and stated that it was a pleasure to be back before them once again. He stated that the consulting group has been working with staff and with the fire service here in Granville County. He continued that it would be important that he note the level of cooperation not only from the staff, but the fire service in this endeavor as they have worked cooperatively to continue to serve the people of Granville County. Mr. Grayson stated that they work with cities and counties throughout North Carolina, especially as the NC League of Municipalities Fire Consulting Provider; working with cities and counties across our state and that it certainly has been a pleasure working with Granville County in that endeavor.

He stated that when looking at the goals for Granville County and the fire protection service district, a couple of key goals were looking at sustainable funding and strengthening the fire protection delivery system. Also having goals of working for equity in the service delivery system across the county; being able to provide a strengthened governing structure for the county, having dynamic funding formulas that work over time and adjust as your county grows over time, and having an equitable level of taxation across the county that works in all areas of the county as well. He stated further that when looking at where we are with this process, you will see these different steps that they have worked through. They have worked through a few data reviews and research points. They presented a report to the Board as required by North Carolina General Statutes, noting it is a very detailed report that is required that they look at a number of pieces that are necessary in order to present to you information. He stated that the Board has looked at this information, voluntarily capped the rate at this service district which the Board elected to do, and called for this public hearing in step 3. He stated further that the Board has advertised and is holding this public hearing tonight and if you chose to move forward, you will be adopting the item and also adopting the budget with a

rate for this service district. Municipalities will have an opportunity to become part of this service district if they so choose and they would have to come back to the Board with the Board to choose to accept those and then obviously implement the service district. Therefore, he said, there are several steps that are included. He stated further that they are also recommending a fire commission for the governance that comes back to the Board of Commissioners. The Board would remain the authority have jurisdiction over the fire protection service district, but the fire commission would be advisory to the Board of Commissioners, and the recommendation is that it be a board comprised of both residents and fire service with representation from the north, the central, and southern areas of Granville County. Also, he stated that for tonight, the purpose of a fire protection service district is to enable a sustainable funding system and governance structure that provides fire and rescue services for the people of Granville County. He said as noted by Chairman Cozart, the scope is for the unincorporated areas of Granville County. Those areas outside of the municipal limits though municipalities may request to join that service district by resolution.

Mr. Grayson also shared a couple of reminders beginning with the North Carolina General Statutes state that the Commissioners must find that all four of these findings do apply in order to adopt a service district. He stated that the Board has reviewed those and determined that all four of these findings do apply for a fire protection service district here in Granville County. There is a statutory report that is required that does provide a map as well as a statement, as well as a plan, and those have all been presented and that the Board had noted where the proper advertisement for tonight's notifications has been given. He stated further that the mechanics of this particular recommendation is that the funding for the fire departments in Granville County would follow several components. One of those would be to provide baseline funding. Direction is to not reduce any of the funding for fire departments in Granville County. The past funding, the 2021-2022 funding, would become their baseline funding so there would be no loss to the departments in Granville County, but in addition to that they would have an opportunity to gain additional funding and there would be some service delivery enhancement. In addition to that, there would be some capital improvement or capital ability to replace capital equipment. He continued that there also would be some grant funding that would be available to them through this program, each of which is all service delivery driven. In addition to that, the service tax district would have one service district throughout

the entire unincorporated area of the county. He stated that the Board has elected to set a maximum rate of 15 cents per hundred, again that is a maximum rate long term, but that rate would be set as part of the annual budget process. Mr. Grayson continued that a review of the dates would say that the Board looked at the resolution setting the cap back on February 25th and calling for a s public hearing (we are here tonight on April 4th) between April and May, that would be the time to consider any requests from municipalities that may want to come forward to look at joining the service district. Also, he stated, that this is a time for looking at setting up the fire commission and the membership to that fire commission and that rate set is part of the budget adoption all the way into June for the next fiscal year, the 2022-2023 fiscal year. This just outlines a timeline moving forward. Mr. Grayson referred to a particular chart that showed some illustrative numbers of what the service district may look like. He noted that again, that is completely up to the discretion of the Board of Commissioners, but that they have been asked to show what this might look like in outlay of funding. He stated that they have shown several models and what this may look like at 4.5, 5, 5.5, 6 cents per \$100 valuation would be. Again, this shows what that baseline current funding would be for all of the departments. There is some funding to help grow and enhance services. There is funding to help with capital replacement, as they had noted to the Board earlier, they have a significant amount of apparatus that is in need of replacement and then there is some funding for grant funding, to help your fire departments match federal and state grants so that they can apply for those. He continued that they show what that looks like under several different models for illustrative purposes.

He then stated he would take any questions that the Board might have and then the Board would hear from the public.

Chairman Cozart asked if the Board members had any questions for Mr. Grayson.

Commissioner May asked if the model that Mr. Grayson showed was for the unincorporated area only.

Mr. Grayson stated that was correct. He noted that it was unincorporated areas only and any modifications or changes to that obviously would change those numbers and that they are illustrative only.

Chairman Cozart asked that anyone signed up and any others wishing to speak to come to the podium as the Clerk called their name.

Jackie Sergeant, Mayor of Oxford, 114 High Street, Oxford, NC, thanked the Board for the opportunity to appear before them. She noted that she also had with her Chief David Cottrell with the Oxford Fire Department. She brought greetings from the City of Oxford Board of Commissioners and staff, and thanked the Board for the amount of thought and work that has gone into the process of determining the value of creating a fire protection service district for the County at large; including allowing input from Chief Cottrell and the other Chiefs and staff from the volunteer fire departments. She continued that the history of Oxford Fire Department is long, with the first formal assembly being documented in 1876 and officially adopted by the city in 1905 to serve its residents and taxpayers, and upon request, those not within the city. The results of those investments are a full-time staff of 11, a part-time staff of ten, and a volunteer cadre of 21. She stated further that they built a new fire station in 1991 and stocked with 5 vehicles, a 95-foot aerial platform, a 75-foot aerial ladder truck, a Class A compressed air foam engine, a medium-duty rescue truck, and a special operations trailer. She stated that they have also invested in a matrix 200 drone with thermal imaging capability and state-certified medium and confined state rescue providers. Ms. Sergeant stated further that their constant investment is related not only to the needs of the residents and businesses within the city, but also for the critical needs posed by the industries that encircle Oxford with whom they have built a relationship over the years. To assure not only their ability to have the capacity to handle an event at their locations, but also to be called as a first responder to an event rather than risk arriving later to the scene in a response to a call for mutual aid. She continued that they know that the County Board of Commissioners is committed to all of their residents, not the least of which are those within their municipalities and that the Board understands the importance that any action they take should, if not benefit at least hold harmless all the jurisdictions that it will impact. With that in mind, the City of Oxford respectfully requests that the County of Granville take the action this night of establishing a fire service district in the county that recognizes that we have and will continue to provide the highest level of fire protection service to those within the service area and establish this new district outside the city's ETJ or extraterritorial jurisdiction, which by state law, you have the ability to do. She stated further that if they chose not to do so, that a minimum your motion commits to hold the City of Oxford harmless from any impacts that may result from implementing the proposed county-wide fire district proposal so that we may

all prosper and deliver the critical services that have been identified and are needed by our county, so while you are strengthening the capacity and funding stream of our esteemed colleagues throughout the county, you are not at the same time diminishing theirs. In closing, Ms. Sergent thanked the Board very much for the opportunity to come before them.

Doug Dickerson, Fire Chief of Granville Rural, 4014 Chewning Road, Oxford,

NC, made the following comments and sent a copy to the Clerk:

Thank you, County Board of Commissioners, for allowing me to speak tonight.

My name is Doug Dickerson, and I am currently the Fire chief of Granville Rural Fire Department. I come to you tonight to voice my opinion and concern I feel that the fire service in Granville County faces. Those 2 main issues are funding, and daytime manpower. These are also two top issues I believe that most Chiefs in this county would say they worry about the most day to day. These are also 2 problems that can possibly be addressed with this proposed tax and fire study being done.

Every fire department in the state of North Carolina is required to maintain a minimum of at least 15 active members on their rosters. For one single firefighter they must be equipped with a turnout gear suit consisting of coat, pants, boots, gloves, Nomex hood, and helmet. This suit cost on average of \$4,000. There is also the air pack, the bottle and mask that cost upwards of \$8,000 for a single unit. Also, pagers and radios add an additional \$500 and \$3500 to those expenses. This can bring the total close to \$15,000 to outfit one firefighter. This is for 1 member. Other expenses the department faces include truck purchases, fuel expenses, building utilities, insurance, and many other items to run day to day. Another big-ticket item for fire departments would be apparatus replacement. The average cost of a fire engine today is around \$400,000, and that number increase by 5% yearly. This amount can be financed from 20-30 years, leaving yearly payments around \$60,000. So, as you can tell just from these few figures I have named, the budget of money we currently receive from the County is quickly overrun. With so many high-priced items required just to operate day to day and provide the best fire protection we can to our citizens in our districts, departments are left depending heavily on donations and fundraisers to make up the difference.

Another top-rated issue in my opinion we face is daytime staffing/manpower. Just a few years ago volunteer departments kept a waiting list of applications for membership. Today that is not the case as evident across the entire state. Higher demands by the state in training, work schedules, increase call volumes, and other things have caused a drastic decline in the fire service. According to FEMA, 72% of North Carolina Firefighters are volunteer. That number is decreasing by 11 to 12 percent every year. This loss in manpower has caused departments in Granville County and across the state to leave calls unanswered or it contributes to very extended response times. This in return reduces the level of service we can provide our citizens in the county. With the decline in volunteers, other departments have had to resort to paid staffing to fill the void. The times of farmer/business owner/firefighter has passed us, and the unanswered and low manpower calls continue to increase. During the daytime a very large majority of the rosters are employed at their full-time jobs. This means that they are unable to leave, and answer calls for service. This during the daytime is extremely difficult and causes significantly increase response times for apparatus and personnel. All counties that currently set around Granville County have recognize these issues and acted on them by employing daytime staffing into the fire departments. These include Person, Franklin, Vance, Wake, Durham, and Warren counties. Most of these departments are staffed with 1-2 firefighters during the daytime hours, ranging from different times. By having this our response and turnout times will be cut down from minutes to just seconds for apparatus leaving the station and responding to the incident. Earlier response and on-scene times not only affect and benefit structure fire calls, but they also vehicle accidents some of which have entrapment of victims, cardiac arrest responses,

and all other types of emergencies we respond to when someone in the community is in need of help. Faster on scene times of apparatus, can mean a higher probability of properties and lives being saved.

In conclusion I would like to thank the Board of Commissioners for our current funding we receive and also our pension fund reimbursement, radio replacement, workers compensation payment this year. Also thank you for any type of consideration you give this program that is being worked on. Again, thank you.

Bobby Wheeler, 607 Forest Lane, Creedmoor, NC, stated that he is the Mayor for the City of Creedmoor, a business owner in Creedmoor, and lifelong resident of Creedmoor. Mayor Wheeler stated that he has been campaigning for a fire district for years but felt like he needed to come before the Board and ask some questions. He stated that he may or may not get answers to his questions but that he would like to get answers before the Creedmoor City Board decides on what they are going to do. He said that he would like to stress the fact that he has two main purposes: (1) he has to support the Creedmoor Fire Department; that they are a vital part of his community, both the citizens, first responders, and firefighters; and (2) he also has to represent the taxpayers of the City of Creedmoor. He continued that one of the issues that he has always had is that he felt like Creedmoor, because they were providing fire services to the county residents that were not paying city taxes, his folks were carrying the burden of a budget for a fire department that continues to need additional equipment, additional manpower, etc. He stated further that the way that he was looking at the fire district is that it is going to be a big help to them. However, he stated, where he has questions is, one of the biggest things is, if the City of Creedmoor agrees as a municipality to be part of the fire district, they will be paying 4.5% like the rest of the county for this fire district service, is that going to be enough money for his department or is Creedmoor going to have to continue to help fund that fire department like it is? He stated that the most critical thing to them is that the fire department gets the money they need to provide the services for the people that they represent and that will be county and city. He continued that if it is not, then Creedmoor is going to have to add additional taxes in order to cover any secondary contracts or anything with their fire department, which again just adds more money to them. Mayor Wheeler stated that another option that they have is not to be part of the fire district but just tax their citizens 3 or 4 cents a hundred and put in their share that way with their fire department getting the money from the county as far as the fire district so it would be two separate things. He stated that his interest is not only to protect his taxpayers, of which he is one, but also to protect their fire department so that they are not worrying about where any of the money is coming from. He stated further

that Mr. Dickerson brought up a good point that if Creedmoor is not in the fire district, but their fire department is, how does that affect their equipment, utilities, and things that they are hoping to get extra funding for through the fire district? He continued that Creedmoor is in that area that he is sure some of the other municipalities are, not only are the citizens better off, but is his fire department better off going with the fire district or opting out? He stated further that the other question he has is if they opt out, and it seems as if it is not working, or vice versa, can they opt in the other direction later or would they be locked in for a specific time or forever? He stated that they are assuming that the fire departments are getting extra funding for hazardous pay, hazmat suits, this type of thing and that would include all fire departments, not just one, such as the one in Butner, which has the hospitals and are more likely to see that. Mayor Wheeler also questioned if the capital reserve for equipment will include their fire department at an equal amount from the others or is that another thing that Creedmoor is going to have to help supplement later. He stated that they also want to make sure that their fire department is being provided everything they need to help, again as Mr. Dickerson noted, for retention. Again, he stated that their number of volunteers is slowly decreasing and they have to go more and more with paid firefighters, and they want to make sure that they reward their volunteers and be able to encourage more to join that plan. Mayor Wheeler stated that he is fully in support of the fire district, and he believes that the citizens of Creedmoor would be and hopefully that the fire department would be supportive, but that they must decide which way is going to be the best way for them—either to opt-in or opt-out and the best way to provide for their fire department. He continued that, if possible, he needed answers to his questions at later date or as soon as they could so that he could present them to his board, he would appreciate it.

In closing, Mayor Wheeler stated that on behalf of the citizens of Creedmoor and their fire department, he thanked the Board for putting this proposal together. He stated that even before Commissioner May was elected to the Board, they have talked about trying to get this in place.

Georgana Kicinski, 310 Whitehall Drive, Creedmoor, NC, stated that Mayor Wheeler had covered a lot of what she had to say, but the one thing that she wanted to say was thank you. She thanked the Board for the time they put in on this and for understanding that the need is as great as it is. She stated that everyone is aware that Creedmoor went through a

rough time last year with the fire department and noted that she is all about public safety and their fire department as well as their police department are very important to her. She stated that there is not one that is more important than the other and noted that the funding for the fire department is way behind the time in every community. She stated that she has learned that it is not just Granville County, but that there are three counties in the state that do not have fire districts. However, she stated, it is time, and she is glad that we have all finally realized that the time has come.

Ms. Kicinski stated that the one question that she had is if they opt into the fire district tax, will the City of Creedmoor still have to go into a contract with the fire department for the service to fund the balance of what might not be enough coming out fire district tax? She questioned if they would still have to negotiate contracts with the fire department as a municipality. She continued that she would like to see them be able to have paid firemen as Mr. Dickerson said during the day; the response time for families and homes where there is nobody there. She stated that she did read in the Butner-Creedmoor newspaper about the little boy who called 9-1-1 and was talked through CPR for his sister until fire responders from Brassfield got there, along with a deputy sheriff and paramedics and they saved her life and noted, that that is all very important, and they can't minimize it. She stated that their ISO ratings are homeowners in Creedmoor. They do not need to have the fear of losing their homeowners insurance and losing the ratings that will raise their rates, and this will help. Again, she thanked the Board for their time and effort that they put into this.

Gilbert English, 698 Oxford Ridge Drive, Wake Forest, NC, stated that for full disclosure, he is a firefighter and President of the Board of Directors of the Brassfield Fire Department. He stated that he wanted to start by thanking the Board of Commissioners for the job that they do and noted that they have a difficult task each and every day. He noted that they have decisions to make that are not always popular but that they make their decisions in the best interest of the citizens of the county. He stated that he was there to ask them to make another difficult decision that could obviously mean the difference between life and death and that is the support of this fire protection service district. He asked that the Board support this because Brassfield, like every other department in the county and in most other areas, is facing difficult times with the rising cost of doing business, meeting the demands of an increased call volume, and all this while facing volunteer shortages as it is shown across the nation. He

continued that volunteers across the nation are decreasing and that their department is no exception to this. Mr. English stated that what staff they do have, they are having to meet the increased call volumes. They are having to meet the demands of increased training, equipment upkeep, station upkeep, and other demands that are called on them, and for this reason that the fire service in general is losing volunteers. Volunteers already hold a full-time job, and then you add the duties of a volunteer fireman on top of that and try to maintain a healthy family life and that is quite demanding, and a lot of people are not willing to make the sacrifice. He stated that the Board can help them with the support of this fire service district. It will take one less worry off their mind and that it will help them replace aging equipment that is outdated and give some relief to their volunteers that are overtaxed and that they are tired. He thanked the Board and asked them to support this matter.

Larry Mitchell, 1689 NC Hwy. 96, Franklinton, NC, stated that he is a current taxpayer and landowner. He stated further that he appreciates what the Board does and to see the people who had been previously recognized for what they do and to see what the county does for its citizens is really touching. He stated the fire protection district report from the consultant that he read and was presented was very thorough and, in that report, it kept referring to “rescue” so he wanted to make sure that he understood correctly that these funds would be going to support the volunteer fire departments and the municipal fire departments if so passed, and he encouraged the Board to do so. He continued by saying that funding on the fire tax in our community when we have the municipalities that have spoken along with volunteers, he agreed to everything and believed that was the reason the Board had them at the meeting because they are trying to do something about it and that they are trying to do it constructively. He asked as a taxpayer, if when it is voted on it and they get the fire service tax district, if everybody gets a base, noting that according to the figures that were presented earlier of 4 to 5%, it would take about that much just to get the base done. He stated that 1 cent based on the current tax rate will create about \$312,000. He stated further that if the five municipalities do not partake or feel that it is not in their best interest, will the base still be given to all fire departments in the county? He asked if the five do not partake and pay the fire service tax district, will all the fire departments still be funded, or just the one that is going to participate?

Mr. Mitchell asked regarding the evaluation, if the information that he received is correct, it states that the property evaluation value is \$3,166,436,099. If correct, that figure

has all the 501C and the churches and all the people who do not pay taxes; that is backed out—that is true tax assessment values. He stated that if you look a little further (and this is public knowledge), at different tax-assessed values in the different fire districts in the county, the value that you are looking at doing the fire service tax district is \$3,166,436,099, noting that one district in our area that has \$1,101,000,000 worth of property value in its fire district. He said that is almost a third of what the Board is looking at assessing to get the fire service tax. He stated that you have some districts that go from \$55,000,000 to \$250,000,000 and his concern is a person that lives in this district that he is speaking of, we are going to take almost a third, give or take \$55,000,000, the one district having \$1,101,000,000 in it—are we going to throw that all into one pot and each fire department based on the dynamic formula that's mentioned and then the fire commission would be created. There is no fire department more important than anybody else. If you call 9-1-1, we want our fire departments to come. He continued that if you have your big circle and you have all these fire departments around, Department A, Department B, Department C, etc., it is his understanding that you are going to take all this money (a third of it coming from one fire district), you are going to put it in a circle and put it in a pot, so the ones that participate, are going to get a base. He stated that the question was about the municipalities and if we are all going to get a base and it is going to be equal, and we have one service area district that is paying a third of that, he stated he was a little concerned about that. He continued that it is all going into one pot, and so if you take all of these fire departments and you give them equal value and then we are going to form a fire commission in which you will have everybody partake. He talked about the dynamic formulas and how every fire department is important, and concerns with them feeling comfortable with the purchase of new trucks. Mr. Mitchell continued that he made a call earlier because he owns property in another county just down the road and he is very familiar with the fire service. The other county has a fire service district and the tax collected in that fire service district, which may be Department A, B, or C or whatever, goes back into the fire department of the district that the fire tax is collected from. They have a 5-member board that lives in that district that oversees the projects that they want to do then they present it to the Board of Commissioners. You still have control. So, his concerns are that you will have one district that you will collect 30% out of and pour it into one formula and when the fire commission sees this and then you have different fire departments in different stages and needing different things. He expressed

concerns about fire departments making capital commitments for equipment and such if they have to go to the fire commission. He asked the Board to consider the option of keeping the funds in the fire service district based on population and asked if this to be looked at. He thanked the Board for their time and service.

Ed Gleason, 1973 Bowles Avenue, Creedmoor, NC, thanked Mr. Mitchell for his remarks because his remarks were similar. He stated that he was a former fire chief in the fire district where he dealt with five commissioners and that he knows what it is like to request and need of the fire service. He continued that the gentleman before him brought something that this thing went from zero at this time last year to a hundred miles an hour today and we are going to get it passed and try to get it in the budget for 2022-2023. He stated that what they are working on, the City of Creedmoor is working on, and the rest of the municipalities that are outside the county are looking at their budgets. He stated that his only concern is that there were no figures given to anybody with some kind of an idea, because the formula was put together maybe by population, by what kind of hazards they have in that district, the City of Creedmoor, and he is very proud to be a City of Creedmoor resident, very proud of the City of Creedmoor Fire Department, and in their budget times last year, he worked very hard to see that they go what they got. He stated that the City of Creedmoor is paying a half of million dollars to taxpayers for a new ladder truck that that department will receive sometime in the next few days, and he will be glad to see it. But that will be a piece of fire apparatus that is going to be used by people outside the incorporated City of Creedmoor, but we are not in group unless we join it but yet the benefit of that piece of apparatus being paid for by the taxpayers of the City of Creedmoor is going to benefit the county and he has no problems with that as mutual aid is mutual aid. So, he stated, you must do what you have to do, but you want to make sure that before you do it you just don't jump into something and then asked how are you going to distribute the money? A formula is a formula and when he looked at the figure, they took it down so fast, that he could not even look at it in time to get his calculator out and see that last year, if he is wrong, this county gave the fire departments somewhere around \$1.2 to \$1.3 million dollar total funding. According to the \$80,000 per department, they are going to give them that much money this year with 4.5%, he could not read it fast enough to see how much that was going to generate; but let's say it was \$2.5 million, that means that, this way, that's \$2.5 million that the county is going to collect, and they are going to dispense to the fire

department. He asked what are you going to do with the \$1.3 million that was in your last year's budget that went to the fire departments that you now do not have to give to the fire departments? He asked are you going to lower the county tax rate by a cent or two or are you going to say, "well we should give that to the fire departments too?"

Mr. Gleason stated that the only other thing he had to say is that a county this size, that has the wonderful jail that it has, that has a magnificent place for the captured animals, which he is all for, but a county this size with the number of volunteer firemen slowly decreasing, should see about spending a little money on maybe building a fire training center in Granville County. Mr. Gleason thanked the Board.

Chairman Cozart stated that concluded all the public comments from those who had signed up. He stated that public had very inciteful questions and that he appreciated the thoughtfulness and the time that they had spent to prepare their questions and the Board looked forward to proceeding along.

Chairman Cozart asked if the Board had any questions. There were none, so he declared the public hearing closed. He then asked if the Board needed any clarification on anything and noted that they did have a resolution for their consideration. If not, he noted again that they did have for the Board a resolution on pages 25 and 26 in the agenda packet and asked for a motion to approve.

Upon a motion by Commissioner Russ May, seconded by Commissioner Timothy Karan, and unanimously carried, the Board approved the following *RESOLUTION DEFINING AND ESTABLISHING THE GRANVILLE COUNTY FIRE PROTECTION SERVICE DISTRICT TO PROVIDE FIRE PROTECTION AND RESCUE SERVICES* in the unincorporated areas of Granville County:

**RESOLUTION DEFINING AND ESTABLISHING THE GRANVILLE COUNTY FIRE
PROTECTION SERVICE DISTRICT
TO PROVIDE FIRE PROTECTION AND RESCUE SERVICES**

WHEREAS, North Carolina General Statutes ("NCGS") § 153A-301 and 153A-309.2 authorize Granville County Board of Commissioners to establish and define a service district in order to finance, provide, or maintain for the district certain services in addition to or to a greater extent than those financed, provided, or maintained for the entire county;

WHEREAS, in determining whether to establish a unified, countywide service district to provide fire protection and rescue services, the Board considered the population and the population density of the proposed district, the appraised value of property subject to taxation in the proposed district, the present tax rates of the County and any special districts in which the district or

any portion thereof is located, the ability of the proposed district to sustain the additional taxes necessary to provide the services planned for the district, and any other matters that the Commissioners believe to have a bearing on whether the district should be established, pursuant to NCGS § 153A-302(a);

WHEREAS, upon the information and evidence it has received, the Board finds there is a demonstrable need and demand by the persons living in the proposed unified service district for providing fire protection and rescue services in the district;

WHEREAS, the Board further finds that it is impractical to provide the fire protection and rescue services across the entire county, and it is economically feasible to provide these services within the proposed service district without unreasonable or burdensome annual tax levies;

WHEREAS, the Board approved on February 25, 2022, a Resolution “Calling a Public Hearing to Consider the Establishment Of A Fire Protection Service Tax District for All Unincorporated Areas of Granville County and a Rate Cap”, pursuant to NCGS § 153A-309.2;

WHEREAS, a report on “2022 Granville County Fire Protection Service District NCGS Report” has been prepared containing a map of the proposed unified countywide service district, showing its proposed boundaries, a statement showing that the proposed service district favorably meets the standards set forth in NCGS § 153A-302(b) and defined in NCGS §153A-309.2(b), and a plan or providing the needed fire protection and rescue services; and a copy of the report has been available for public inspection in the office of the Clerk to the Board for more than two weeks before the date of the required public hearing before adopting a resolution defining a new service district, and the Notice and Report is attached hereto and incorporated herein by reference; and

WHEREAS, it has been duly certified to the Granville County Board of Commissioners that Notice of Public Hearing on the establishment of the unified, countywide service district for fire protection services was duly published in accordance with the provisions of NCGS § 153A-309.2 and such public hearing was held on April 4, 2022.

NOW THEREFORE, BE IT RESOLVED BY THE GRANVILLE COUNTY BOARD OF COMMISSIONERS:

1. The countywide service district is hereby defined and established, as more fully described in the attached Notice of Public Hearing and Report on “2022 Granville County Fire Protection Service District NCGS Report”, for the purpose of providing needed fire protection and rescue services within said district area. This new service district is to hereby be recognized from here forward as the “Granville County Fire Protection Service District”.
2. The Granville County Tax Assessor/Collector shall levy a special tax in an amount to be determined by the Granville County Board of Commissioners on behalf of Granville County within said service district in addition to those levied throughout the County in order to finance, provide and maintain fire protection and rescue services within the newly defined and established service district in addition to or to a greater extent than those financed, provided, or maintained for the entire County.
3. This resolution defining and establishing the unified, countywide service district to provide fire protection and rescue services shall take effect on July 1, 2022.

Adopted this the 4th day of April 2022

PUBLIC COMMENTS

No one signed up for public comments.

BOARD APPROVED HVAC UNIT FOR DISTRICT COURTROOM

Chairman Tony Cozart stated that the purpose of this agenda item was to approve the purchase of an HVAC unit for the district courtroom. He stated that the 7.5-ton HVAC unit in the district courtroom needs replacing. He noted that the unit was installed in the 1980s and the compressor has gone bad.

County Manager Mike Felts stated that a copy of the email from Development Services Director Scott Phillips was distributed explaining the three quotes that were received. He recommended the purchase from Wesco due to the immediate availability of the unit.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board approved the purchase of a new 7.5-ton package heat pump from Wesco, Inc. in the amount of \$16,700 for the district courtroom.

BOARD APPROVED THE DEPARTMENT OF SOCIAL SERVICES BUTNER – CREEDMOOR OFFICE FURNITURE PURCHASE

Chairman Tony Cozart stated that the purpose of this request was for consideration for approval to purchase furniture and office items for the new satellite Social Services office located at 2531 NC Highway 56, Creedmoor, NC 27522.

Adonica Hampton, Director of Social Services, thanked the Commissioners for considering this purchase as they establish and prepare to open a satellite office in the southern part of the county. She stated that yes, they are excited, and they have multiple staff members who are working hard to plan their move. She stated that the Commissioners had before them quotes that their staff, of which she acknowledged two of the committee members, Ms. Lottie Terry, Administrative Officer, and Ms. Tyesha Hewitt, Adult Protective Services Social Worker Supervisor, who were present and Heather Hayes, Income Maintenance Administrator, who was not in attendance. She stated that they have done the legwork and the quotes presented are quotes that they have looked high and low of what the best options were and were happy to present those to the Board for their approval.

County Manager Mike Felts stated that the Granville County Department of Social Services Director recommends approval of the listed equipment from Uline/Staples/Lowes/Best Buy in the amount of \$82,012.15.

Commissioner May asked if this should be all they need or if they would be coming back later.

Director Hampton stated that they did not look at any kind of pictures for the walls; only what they needed to move in and, in their normal annual budget, if there are other items, they will address them then, but they do not anticipate that.

Upon a motion by Commissioner Zelodis Jay, seconded by Commissioner Jimmy Gooch, and unanimously carried, the Board approved the purchase of furniture and equipment with funding from fund balance in the amount of \$82,012.15 from Uline/Staples/Lowes/ Best Buy for the new DSS satellite office located at 2531 NC Highway, Creedmoor

BOARD APPROVED FISCAL YEAR 2022 EMERGENCY MANAGEMENT CAPACITY BUILDING COMPETITIVE GRANT (CBCG) APPLICATION

Chair Tony Cozart stated that the purpose of this request was to authorize submitting a no-match, a state-funded competitive grant application for the purchase and installation of an emergency generator at the Expo Center, a contract with a third-party vendor to perform a Threat and Hazard Identification and Risk Assessment for Granville County, and a multiple event response trailer.

The Emergency Management Director recommended authorizing staff to submit an application for the 2022 Emergency Management CBCG in the amount of \$88,000.00

Upon a motion by Commissioner Russ May, seconded by Commissioner David T. Smith, and unanimously carried, the Board approved authorizing staff to submit an application for the 2022 Emergency Management CBCG in the amount of \$88,000.00 for the purpose of:

- Purchase and installation of a Generator at the Expo Center
- Contracting with a third-party vendor to perform a Threat and Hazzard Identification and Risk Assessment for Granville County
- Multiple Event Response Trailer

PROCLAMATIONS, RESOLUTIONS AND LEGISLATIVE MATTERS

Commissioner May reported there are some matters with our Local Management Entity, LME, Vaya Health that the County Manager is dealing with regarding proposed actions by the State for foster care that involve healthcare and Medicaid. He said they hope to get further information and have a meeting with officials from Vaya and Social Services.

County Manager Felts said the plan is to present information at an upcoming meeting.

BOARD APPROVED AMENDMENT OF VETERANS AFFAIRS COMMITTEE MEMBERSHIP ROSTER

Chairman Cozart gave the recommendation from the Granville County Veterans Affairs Committee regarding the membership roster.

Upon a motion by Commissioner Sue Hinman, seconded by Commissioner Timothy Karan, and unanimously carried, the Board approved the amendment of the Veterans Affairs Committee Membership Roster as follows: Approved removing the Hester-Crews American Legion Post 166 designation from the Veterans Affairs Committee membership roster and replacing it with the Hester-Crews American Legion Auxiliary Unit 166, formerly known as the Women's Auxiliary. Sandra Eaton, Unit President of the American Legion Auxiliary Hester-Crews Unit 166., will represent the group at meetings.

BOARD APPOINTED MICHAEL O. SMITH (DISTRICT 1) AND REAPPOINTED WAYNE OVERTON (DISTRICT 2), JUANITA ROGERS (DISTRICT 4), AND BLAINE HOLMES (DISTRICT 5) TO THE GRANVILLE COUNTY BOARD OF ADJUSTMENT

Upon a motion by Commissioner Zelodis Jay, seconded by Commissioner Russ May, and unanimously carried, the Board approved the replacement of Larry Downey (District 1) with Michael O. Smith to the Granville County Board of Adjustment.

Upon a motion by David T. Smith, seconded by Commissioner Timothy Karan, and unanimously carried, the Board approved the reappointment of Wayne Overton (District 2) to the Granville County Board of Adjustment.

Upon a motion by Commissioner Tony W. Cozart, seconded by Commissioner David T. Smith, and unanimously carried, the Board approved the reappointment of Juanita Rogers (District 4) to the Granville County Board of Adjustment.

Upon a motion by Commissioner Russ May, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board approved the reappointment of Blaine Holmes (District 5) to the Granville County Board of Adjustment.

COUNTY MANAGER'S REPORT

County Manager did not have anything to report.

COUNTY ATTORNEY'S REPORT

County Attorney Wrenn stated that Sheriff John B. Hardy, III and he needed to present a consulting agreement with Lonnie Lemons Consulting & Services, LLC doing business as Pursuit of Excellence Training and Consulting. This contract would be for a consultant to assist with identifying issues in need of correction and assisting with correcting issues at the Detention Center in preparation for accreditation of the Detention Center. He noted that the Sheriff is asking for an amount not to exceed \$50,000 for the term of this contract through December 2023.

Attorney Wrenn asked that the Board approve this request and allow them to finalize the contract.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Sue Hinman, and unanimously carried, the Board approved contracting with Lonnie Lemons, Pursuit of Excellence Consulting, for consulting services to assist with the Detention Center and accreditation for an amount not to exceed \$50,000 for a term ending December 2023.

BOARD PRESENTATIONS

Commissioner Jay reported that the Marshal Floyd Memorial Cleanup and Dedication is scheduled for April 30, 2022, at 8:45 a.m. at Tar River and asked those interested to come out and join them on that day. He also stated that he and Commissioner Sue Hinman had an enjoyable week at Vision 2022 in Roxboro, NC and he thanked all the people from Granville County that came out and noted that Granville County was well represented.

Commissioner Smith announced that the Granville County Senior Center achieved designation as a Center of Excellence and has had the designation since 2007. He stated that there is a lot of work that goes into their programs and the designation helps them with funding from the State. He sent a shout-out to the Granville County Senior Center for achieving this prestigious designation.

Commissioner Hinman thanked everyone who came out for the PAWs for a Cause event. She stated that she and Commissioner Timothy Karan went and received bandanas for their animals. She stated further that if anyone has a chance to go next year, please go as it was really a fun time, with good food, and good fellowship. She stated that the event helps to support the animals in Animal Control and the Humane Society.

County Manager Felts stated that the event raised slightly over \$9,000.

Commissioner Hinman stated that they also had a great time at the Vision 2022 event in Roxboro and if they did not get a chance to go, they missed the best hotdogs in Person County. She stated that along with having a great time, they were able to get a lot of information and she was thankful that they were invited to attend that event.

Commissioner May pointed out to the public that the Sheriff's Office is currently involved in an accreditation process for their law enforcement operations. He stated that he would like to see the same thing occur for the Detention Center as Attorney Wrenn and the County Manager work to finalize the contract approved tonight. He said he would like to include the accreditation process for the Detention Center in their strategic plan as it was done for the law enforcement operations for CALEA (Commission on Accreditation for Law Enforcement Agencies) accreditation. He thanked the Sheriff's Office for moving forward and putting this in the strategic plan and budget last year and the Board for having the vision to push that forward last year.

Commissioner Karan thanked the Board for passing the fire service district this evening. He said that one of the public comments was that this came out of nowhere but noted that the Board started this process in 2017 when the Fire Services Committee was established through our own Emergency Management Director. He noted that after two years' worth of meetings and finally a contract with the consultant coming through, that this has been a long time coming. Hopefully now it will fully fund the newly developed entity and noted it is a hard row to hoe because people do not understand, and they have questions and they sometimes wait until the last minute to ask and that is sometimes the problem. The answers are there, we just need to make sure we get folk the answers they want. He stated that he as well as Commissioner May are available to answer any questions and noted that they have been working on this for a long time. He stated that the County Manager also gets emails from some people, but the Fire Commission meeting is the forum for questions or if you have a question, please call him beforehand. He reiterated that this was a long process that they went through to get the Fire Services Committee and he commended all of them for having the vision to say, if not now; then when. He noted that this was something that they were behind the eight ball on that we just absolutely needed to do.

Commissioner Sue Hinman stated that this just does not solve everything, but it is a good start. She expressed concerns that everyone thinks that this is going to be the magic wand and solve every problem in every fire department, but it is a start.

Commissioner Karan said that he hopes the Board receives the *County News* publication, noting that he gets it digitally and in print, and reported that the Board was featured with artwork and a nice interview with Commissioner May. He stated that they all received calendars this year from NACo, National Association of Counties, but it is the second or third time that Commissioners have been featured. He said Commissioner Hinman and Commissioner Jay were featured so Granville County gets national press. He said it is good to see it nationally where Granville County and North Carolina are in these publications. He suggested that the Board receive the *County News* and that he would provide them with the contact information if needed.

Chairman Cozart stated that he appreciated that the fire services matter has been worked on for quite a while and thanked Commissioner Karan for his comments. He said he just wanted to note how much he appreciates the fine comments by staff in reference to the action taken by the Board at the last meeting regarding the bonus and COLA (cost of living adjustment). He stated that he has had numerous calls and comments from people and he just wanted to acknowledge that and acknowledge the work that staff does. Chairman Cozart also noted that last Monday, Mrs. Debra Weary celebrated her birthday and on behalf of the Board, they wanted to wish her a belated “Happy Birthday” and hoped she would enjoy the token of their appreciation for all that she does and noted that the Board really appreciates her.

Commissioner Jay stated that he did walk in the MS Walk this year in Raleigh along with the National Association for NC and he did make one mile. He thanked everyone for their donations and noted they are still taking donations.

NOTICE OF SPECIAL MEETING – AMERICAN RESCUE PLAN FUNDING WORKSHOP

Chairman Tony Cozart read the following Notice of Special Meeting:

All interested persons please take notice that the Granville County Board of Commissioners will hold a Special Meeting on Wednesday, April 6, 2022, at 4:00 p.m. at the Granville Expo and Convention Center, 4815 Highway 15, Oxford North Carolina. The purpose of the Special Meeting is regarding the American Rescue Plan funding.

BOARD WENT INTO CLOSED SESSION

Upon a motion by Commissioner Sue Hinman, seconded by Commissioner Russ May, and unanimously carried, the Board went into closed session as allowed by G.S. 143-318.11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

Upon a motion by Commissioner Sue Hinman, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board returned to open session.

BOARD ADJOURNED

Upon a motion by Commissioner Zelodis Jay, seconded by Commissioner Jimmy Gooch, and unanimously carried, the Board adjourned the meeting at 8:43 p.m.

Respectfully submitted,
Debra A. Weary, NCMCC, CMC
Clerk to the Board

APPROVED BY:

Tony W. Cozart, Chairman



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Barry Baker
Department: Planning and Zoning
Date: December 5, 2022
Title: **Additional Review Officers**

PURPOSE:

Approve Resolution Identifying Additional Review Officers for Granville County at the December 5, 2022 Meeting.

BACKGROUND:

N.C.G.S. 47-30.2 requires that the Board of County Commissioners in each County to appoint one or more persons to serve as Review Officer to review each plat before it is recorded and certify that it meets the statutory requirements for recording. Currently, there are four County staff members that are appointed review officer. This agenda item would appoint two additional County staff members as review officer in addition to the existing four staff members. The two additional staff appointees replace the two staff members that were in the positions prior to their resignations. No additional county funding is required as the staff members conduct this role in their normal job functions while county offices are open.

RECOMMENDATION:

Approve Resolution Identifying Additional Review Officers for Granville County at the December 5, 2022 Meeting.

ATTACHMENTS:

Draft Resolution

ACTION TAKEN:

Resolution Identifying Additional Review Officers

for

Granville County

WHEREAS, G.S. 47-30.2 requires that the Board of County Commissioners in each County to appoint one or more persons to serve as Review Officer to review each plat before it is recorded and certify that it meets the statutory requirements for recording; and

WHEREAS, it is the desire of the Granville County Board of County Commissioners to insure an expeditious review of all maps and plats as required by G.S. 47-30.2 before they are presented to the Register of Deeds for recording;

WHEREAS, Scott Phillips, Director of Development Services, Barry Baker, Planning Director, Shana Hester, Zoning Technician, and Eric Dodson, GIS/Tax Mapper were previously appointed as Review Officers as required by G.S. 47-30.2.

NOW, THEREFORE, BE IT RESOLVED, that Jenny Griffin, Tax Administrator and Ariana Rivera are hereby appointed as additional Review Officers as required by G.S. 47-30.2.

BE IT FURTHER RESOLVED, that a copy of this Resolution be recorded in the Granville County Register of Deeds Office.

ADOPTED, this the 5th day of December 2022.

, Chair
Board of Commissioners of Granville County, North
Carolina

Attest:

Debra Weary, Clerk to the Board of Commissioners of Granville County, North Carolina



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 1, 2022
Title: **Recognition of Commissioner David T. Smith**

PURPOSE:

To recognize Commissioner David T. Smith for his years of service.

BACKGROUND:

Commissioner Smith has served three terms as a Granville County Commissioner from 2010-2022. The Board will present him with a plaque of recognition.

ATTACHMENTS:

Plaque - Smith

ACTION TAKEN:

David T. Smith

Granville County Commissioner

2010-2022

Chairman

2013-2014

2019-2020

In Recognition and Appreciation of Outstanding Service

to

the Citizens of Granville County

Presented by

the Granville County Board of Commissioners

December 5, 2022



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 1, 2022
Title: Oath of Office - Timothy Karan

PURPOSE:

North Carolina General Statute 153A-26 calls for newly-elected county officers to be sworn in on the first Monday in December following the general election. County elected officials are to "assemble at the regular meeting place of the board of commissioners," on this date to take the oath. The oath of office will be administered.

BACKGROUND:

Timothy Karan (District 5) was reelected on November 8, 2022 as a Granville County Commissioner. Chairman Tony W. Cozart will administer the Oath of Office to him.

ATTACHMENTS:

Oath - Karan

ACTION TAKEN:

Oath of Office
Granville County Board of Commissioners

I, Timothy Karan, do solemnly swear that I will support the constitution of the United States; so help me, God.

I, Timothy Karan, do further solemnly and sincerely swear that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; and that I will endeavor to support, maintain and defend the constitution of said state, not inconsistent with the constitution of the United States, to the best of my knowledge and ability; so help me, God.

I, Timothy Karan, do further swear that I will well and truly execute the duties of the office of County Commissioner for Granville County according to the best of my skill and ability; according to law; so help me, God.

(SEAL)

Subscribed and sworn to before me,
this 5th day of December 2022.

(SEAL)

Tony W. Cozart
Chairman of the Granville County Board of Commissioners



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 1, 2022
Title: Oath of Office - Jimmy Gooch

PURPOSE:

North Carolina General Statute 153A-26 calls for newly-elected county officers to be sworn in on the first Monday in December following the general election. County elected officials are to “assemble at the regular meeting place of the board of commissioners,” on this date to take the oath. The oath of office will be administered.

BACKGROUND:

Jimmy Gooch (District 7) was appointed October 19, 2020 to fill the unexpired term ending December 2022 of Edgar Smoak who passed away. Commissioner Gooch was then elected on November 8, 2022 as a Granville County Commissioner. Chairman Tony W. Cozart will administer the Oath of Office to him.

ATTACHMENTS:

Oath - Gooch

ACTION TAKEN:

Oath of Office
Granville County Board of Commissioners

I, Jimmy Gooch, do solemnly swear that I will support the constitution of the United States; so help me, God.

I, Jimmy Gooch, do further solemnly and sincerely swear that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; and that I will endeavor to support, maintain and defend the constitution of said state, not inconsistent with the constitution of the United States, to the best of my knowledge and ability; so help me, God.

I, Jimmy Gooch, do further swear that I will well and truly execute the duties of the office of County Commissioner for Granville County according to the best of my skill and ability; according to law; so help me, God.

(SEAL)

Subscribed and sworn to before me,
this 5th day of December 2022.

(SEAL)

Tony W. Cozart
Chairman of the Granville County Board of Commissioners



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 1, 2022
Title: Oath of Office - Rob Williford

PURPOSE:

North Carolina General Statute 153A-26 calls for newly-elected county officers to be sworn in on the first Monday in December following the general election. County elected officials are to "assemble at the regular meeting place of the board of commissioners," on this date to take the oath. The oath of office will be administered.

BACKGROUND:

Rob Williford (District 2) was elected on November 8, 2022 as a Granville County Commissioner. S. Katherine Burnette, District Court Judge for the 9th District, will administer the Oath of Office to him.

ATTACHMENTS:

Oath - Williford

ACTION TAKEN:

Oath of Office
Granville County Board of Commissioners

I, Rob Williford, do solemnly swear that I will support the constitution of the United States; so help me, God.

I, Rob Williford, do further solemnly and sincerely swear that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; and that I will endeavor to support, maintain and defend the constitution of said state, not inconsistent with the constitution of the United States, to the best of my knowledge and ability; so help me, God.

I, Rob Williford, do further swear that I will well and truly execute the duties of the office of County Commissioner for Granville County according to the best of my skill and ability; according to law; so help me, God.

(SEAL)

Subscribed and sworn to before me,
this 5th day of December 2022.

(SEAL)

S. Katherine Burnette
District Court Judge, 9th District



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 1, 2022
Title: Break - 20 Minutes

PURPOSE:

At this time, the Board will take a short break for a reception honoring outgoing Commissioner David. T. Smith, Commissioners Timothy Karan (reelected) and Commissioner Jimmy Gooch (elected after appointment to fill unexpired term), and newly elected Commissioner Robert "Rob" Williford.

ACTION TAKEN:



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 1, 2022
Title: Election of Chair and Vice Chair

PURPOSE:

The Clerk will open the floor for nominations for a Chair of the Granville County Board of Commissioners.

After a Chair is elected, the new Chair will preside over the meeting and open the floor for nominations for a Vice Chair.

ACTION TAKEN:



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 1, 2022
Title: **Set Meeting Time, Place and Schedule for Calendar Year 2023**

PURPOSE:

To approve a meeting schedule for 2023 for the Granville County Board of Commissioners.

BACKGROUND:

The Board of Commissioners shall hold a regular meeting at least once a month, and may hold more frequent regular meetings. The Granville County Board of Commissioners meet in the Auditorium of the Granville Expo and Convention Center, 4185 US Highway 15 South, Oxford, beginning at 7:00 p.m. in accordance with the proposed attached schedule for regular meetings. Budget workshops will be held in the Meeting Room of the Granville Expo and Convention Center with dates and times to be determined. The retreat location and time will be determined at a later date. The Board needs to approve the meeting schedule for 2023.

RECOMMENDATION:

Approval

ATTACHMENTS:

Proposed 2023 Meeting Schedule

ACTION TAKEN:

Public Notice
Proposed Meeting Schedule for the
Granville County Board of Commissioners

Regular meetings begin at 7:00 p.m. and are held at the Granville Expo and Convention Center, 4185 US Highway 15 South, Oxford.

Proposed Board Meeting Dates for Calendar Year 2023

January 3	Tuesday, because Monday is a holiday
January 17	Tuesday, because Monday is a holiday
February 6	
February 20 and 24	Retreat held on Monday and Friday with locations and times to be determined
March 20	
April 3	
April 17	
May 1	
May 8-11	Budget Work Sessions as needed
May 15	
June 5	
June 19	
July 3	
August 7	
September 5	Tuesday, because Monday is a holiday
October 2	
October 16	
November 6	
November 20	
December 4	

In accordance with NCGS § 143-318.12, notices will be published on any deviations from this schedule. The bulletin board located in the Granville County building at 141 Williamsboro Street, Oxford, North Carolina is the primary bulletin board for public notices for Granville County.

Debra A. Weary, Clerk



Granville County Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 1, 2022
Title: **Appointment of Members to Boards, Committees, and Liaison Assignments**

PURPOSE:

To make appointments to boards, committees, and liaison assignments for 2023.

BACKGROUND:

The 2022 list of boards, committees and liaison assignments is attached. The Chair will review the boards, committees and liaison assignments, consider assignments and changes, and bring back a recommendation for consideration at the next board meeting.

ATTACHMENTS:

Boards, Committees and Liaison Assignments - 2022

ACTION TAKEN:

Boards/Committees/Liaison Assignments 2022

District 1 – Commissioner Zelodis Jay

- Board of Equalization and Review
- Digital Infrastructure Planning Committee
- District Health Board
- Emergency Services Committee
- Environmental Affairs Advisory Committee Liaison
- Granville Health System Board of Trustees
- K.A.R.T.S.
- Kerr-Tar Regional COG Board
- Planning Board Liaison
- Solid Waste Liaison
- Water/Sewer Matters Liaison

District 2 – Commissioner David Smith

- Audit Review Committee
- Board of Equalization and Review
- Emergency Services Committee
- Finance Liaison
- Granville Health System Board of Trustees
- Human Relations Commission
- Kerr-Tar Regional COG Board
- Oxford Downtown EDC Board
- Senior Center Advisory Committee Liaison
- Triangle North Board

District 3 – Sue Hinman

- Animal Control Advisory Committee Liaison
- Board of Equalization and Review
- DOT Issues
- Franklin-Vance-Warren Opportunity Inc.
- Library Board Liaison
- Parks, Greenways and Recreation Advisory Committee
- Social Services Board
- Staff Appreciation

District 4 – Commissioner Tony Cozart

- Board of Equalization and Review
- Franklin-Vance-Warren Opportunity Inc.
- Granville Health System Board of Trustees
- Human Relations Commission
- Public Safety Liaison

- School Administration Liaison
- Social Services Board
- Staff Appreciation

District 5 – Russ May

- Board of Equalization and Review
- CAMPO – Executive Board
- Granville County Fire Commission
- Juvenile Crime Prevention Council
- Opioid Advisory Committee
- Planning Board Liaison
- Public Safety Liaison
- KTRPOP – Transportation Advisory Committee
- Rural Transportation Advisory Committee (RTAC) – (RPO)
- School Administration Liaison
- Upper Neuse River Basin Committee
- Vaya Health Region 4 Board of Directors
- Veterans Affairs Committee Liaison

District 6 – Commissioner Tim Karan

- Board of Equalization and Review
- Digital Infrastructure Planning Committee
- Economic Development Advisory Board
- Emergency Services Committee
- Extension Leadership Advisory Council
- Granville Health System Board of Trustees
- Greenway Advisory Council
- Opioid Advisory Committee
- Parks, Greenways and Recreation Advisory Committee
- Private Industry Council
- SGWASA

District 7 – Commissioner Jimmy Gooch

- Audit Review Committee
- Board of Equalization and Review
- CAMPO Executive Board, Alternate
- Granville Health System Board of Trustees, Ex-Officio
- Opioid Advisory Committee
- SGWASA
- Soil & Water Board Liaison
- Solid Waste Liaison
- Transportation Plan Work Group
- Water/Sewer Matters Liaison



Granville County Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: November 30, 2022
Title: **Approve Bonds for County Officials for 2023**

PURPOSE:

State statute requires that certain public officials, especially those with broad access to local government funds, be bonded . Each year the Board needs to approve the bonds for County officials. The bonds for 2023 are as follows:

Finance Director	\$1,000,000
Tax Administrator	\$250,000
Sheriff	\$ 25,000
Register of Deeds	\$ 25,000

RECOMMENDATION:

Approval

ACTION TAKEN:



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: November 29, 2022
Title: Recognition of Service - Sheriff John B. Hardy, III

PURPOSE:

To recognize Sheriff John B. Hardy, III for his service.

BACKGROUND:

John B. Hardy, III served as Granville County Sheriff from December 21, 2021 until December 5, 2022. The Board would like to thank him for his service and present a plaque of appreciation and recognition.

ATTACHMENTS:

Sheriff John B. Hardy, III

ACTION TAKEN:

John Blackwell Hardy, III

Granville County Sheriff

December 21, 2021 – December 5, 2022

In Recognition and Appreciation
of Outstanding Service

to

The Citizens of Granville County

Presented by

The Granville County Board of Commissioners

December 5, 2022



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 2, 2022
Title: **Vaya Health Presentation**

PURPOSE:

To hear a Vaya Health update on the dashboard and behavioral services in Granville County.

BACKGROUND:

The Vaya Health Regional Board is a governance structure that allows all member units to have a voice in the governance of Vaya Health. The Region 4 Alliance with Granville County also includes Franklin, Vance, Person, Caswell, Alamance, Chatham, and Stokes counties. The goals of Vaya Health Local Management Entities / Managed Care Organizations (LME/MCO) are to manage the care of beneficiaries who receive services for mental health, developmental disabilities, or substance abuse disorders.

Elliot Clark, Regional Director of Community Relations will give a presentation and update.

ATTACHMENTS:

PowerPoint Presentation

ACTION TAKEN:

Granville County Board of Commissioners

Elliot Clark
Regional Community Relations Director
11/21/2022



A whole-person health organization helping people connect to supports and services on their path to healing, recovery, and wellbeing



CURRENT CHALLENGES

INCREASED DEMAND AND LIMITED RESOURCES

- Since the end of the pandemic there has been a rising increase in
 - The need for child and adult mental health and substance use services across NC
 - The loss of mental health, substance use, and I/DD professionals leaving the profession
- Additionally, the expansion of new health plans in NC and the ability for staff to accept remote positions nationally has created significant competition on local limited NC staffing resources
- These factors have contributed to waitlists for services across the healthcare system and higher volume in ED and inpatient care.
- Vaya has been working with providers to meet these unique challenges while trying to expand and develop new service opportunities across the Vaya region.

STABILIZE WALK-IN CENTERS

Vaya increased outpatient rates at Crisis Walk-in Centers to:

1. Stabilize physician and clinical staff (retention of existing staff)
2. Recruit additional staff (increased reimbursement)
3. Improve access to same day care in rural communities
4. Incentivize face to face service in rural communities
5. Expand access to Substance Use services
6. Franklin County- Vision Behavioral Health- Working to expand access to service including SAIOP

Strategies to Address Workforce Challenges

- Increased rates across all service area to promote competitive recruitment and retention.
- Targeted rate increases for Direct Support Professionals for more competitive pay for key community-based behavioral health and intellectual/developmental services.
- Targeted work and funding with providers to develop strategies for recruitment and retention.
- Utilizing funding to allow providers to incentivize staffing in more rural counties.
- Focused work with Vaya Provider Advisory Council to develop recruitment and retention strategies across service and disability.



STATE-WIDE CHILD AND YOUTH IMPROVEMENT INITIATIVE

IMPROVEMENT AREAS

- Vaya is working with all LME/MCO's to establish a standardized seamless transition of care for children placed outside of the Vaya Health Plan region
- Vaya is implementing a standardized pass-through authorization process for children entering residential treatment services to eliminate any barriers for children needing to quickly enter residential treatment
- Vaya is working with other LME/MCO's and Benchmarks to develop a standardized referral process for all residential provider
- Vaya continues to expand a statewide open network to improve access to care for child services
- Reduce or eliminate the need for Out of Network Agreements prior to entry to care

IMPROVEMENT AREAS CONT'D

- Vaya has an escalation protocol for DSS' to notify Vaya leadership of acute high risk cases including 24/7 access through the Vaya Call Center outside business hours
- Vaya is raising rates to expand access to crisis/emergency beds to reduce/eliminate the needs for DSS to temporarily house children with an emergency need
 - Vaya currently have 38 crisis beds that are available for Vaya Members
 - Vaya is actively working to add 20 additional crisis beds over the next 3 months (pending DHSR approval)
- Embedded Care Management in each County DSS

EXPANDING ACCESS TO THERAPEUTIC FOSTER CARE - PROFESSIONAL PARENTING

- Vaya increased TFC rate from \$97.22 to **\$175.00** per day (Emergency Respite **\$360.00** per day)
- Our goal is to create an extensive TFC network that allows our children to remain in their home communities with TFC parents dedicated to children's success and transitioning home
- In the coming weeks Vaya will be reaching out to contracted TFC providers to discuss these goals and to monitor the success of these new rates meeting the following objectives:
 - **Improving the retention rate of current TFC families**
 - **Expanding the number of therapeutic homes across the Vaya region**
 - **Supporting children being served in their local communities with their local support systems**
 - **Improving the coordination of services for children in care by assuring children are connected with medical, dental, and behavioral health services**
 - **Providing additional support and training to TFC families**



HOUSING INITIATIVES

Housing Initiatives through Vaya

- Transitions to Community Living Program
- Permanent Supportive Housing
- Non-Medicaid Residential Services
- Housing Supports Grant
- Integrated Supportive Housing Program
- Link to Resources: [Housing Initiatives | Vaya Health](#)



LOCAL COLLABORATION

Community Collaboration with Vaya

- **Crisis Response Collaborative**
 - Cadence
 - 3rd Thursdays at 10AM
 - Local Participation
 - Mission
- **Tri-County Community Collaborative**
 - Cadence
 - 4th Tuesday at 1PM
 - Local Participation
 - Mission

Community Collaboration with Vaya (cont.)

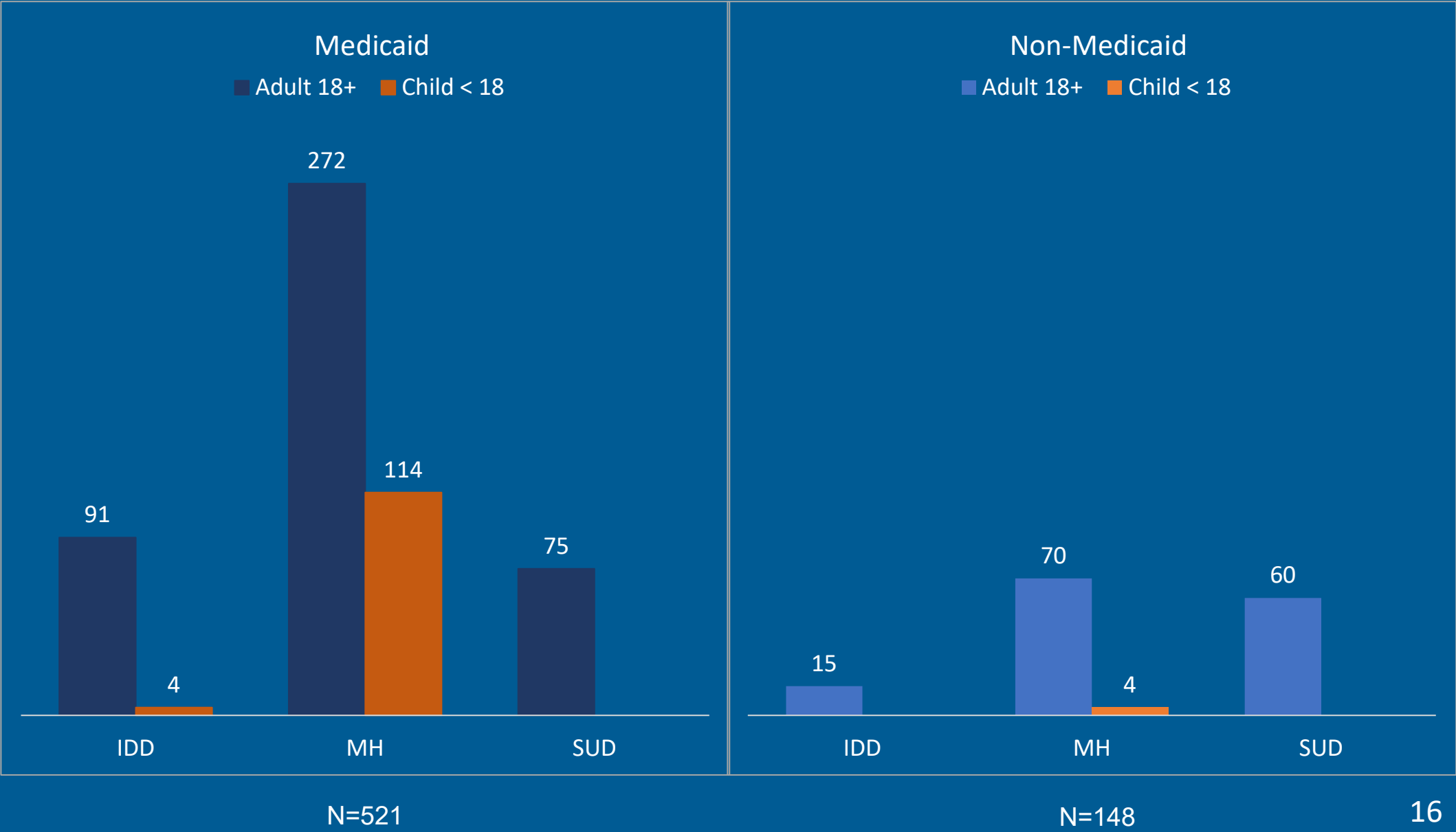
- **Integrated Care Outreach Network (ICON) Consortium**
 - Partnership with Granville Vance Public Health
 - Mission to improve equitable access to quality whole-person care, integrating behavioral and physical health care



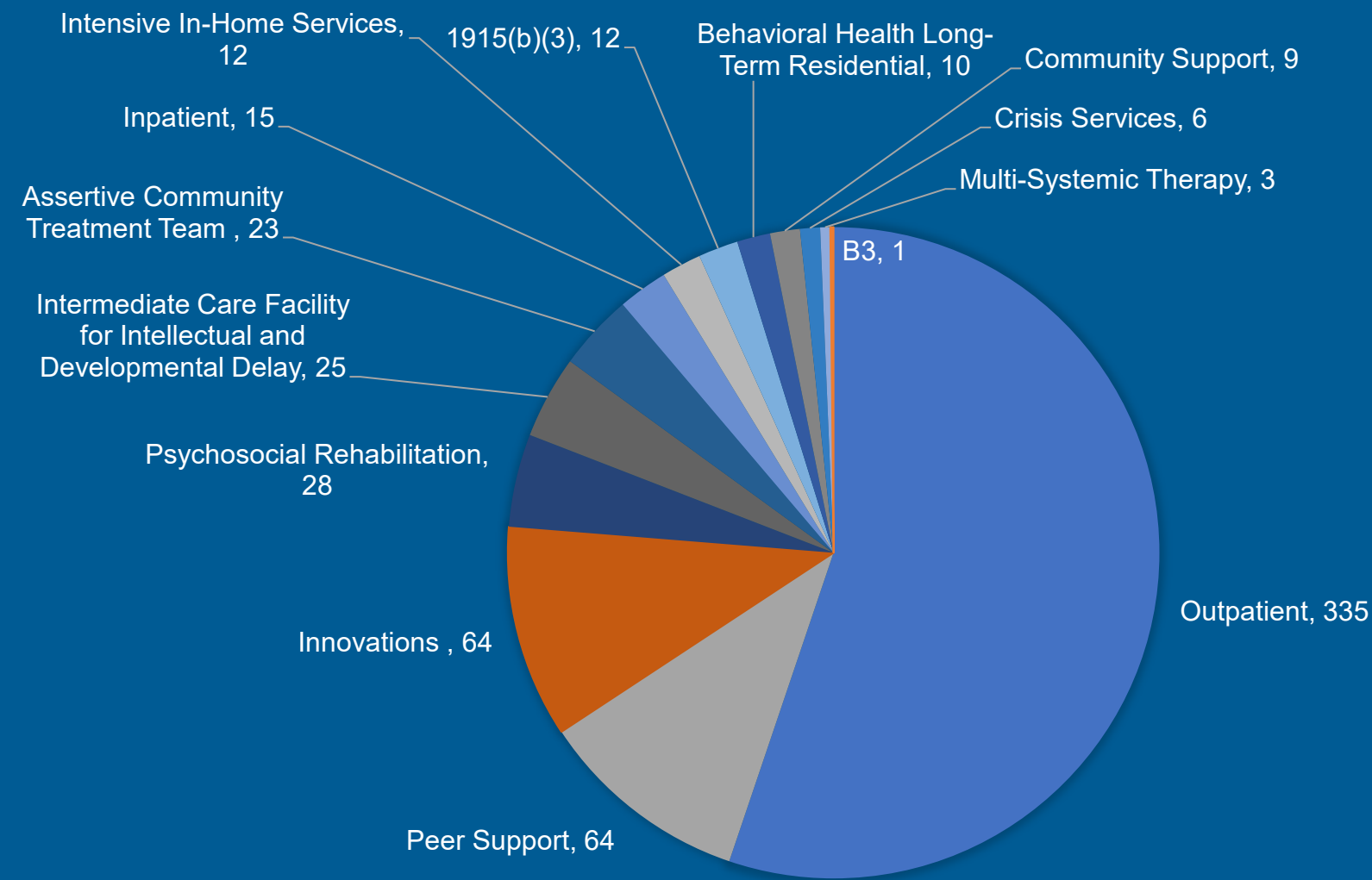
Granville County Dashboard

September 2022

Members Served by Age & Disability Apr – Jun 2022



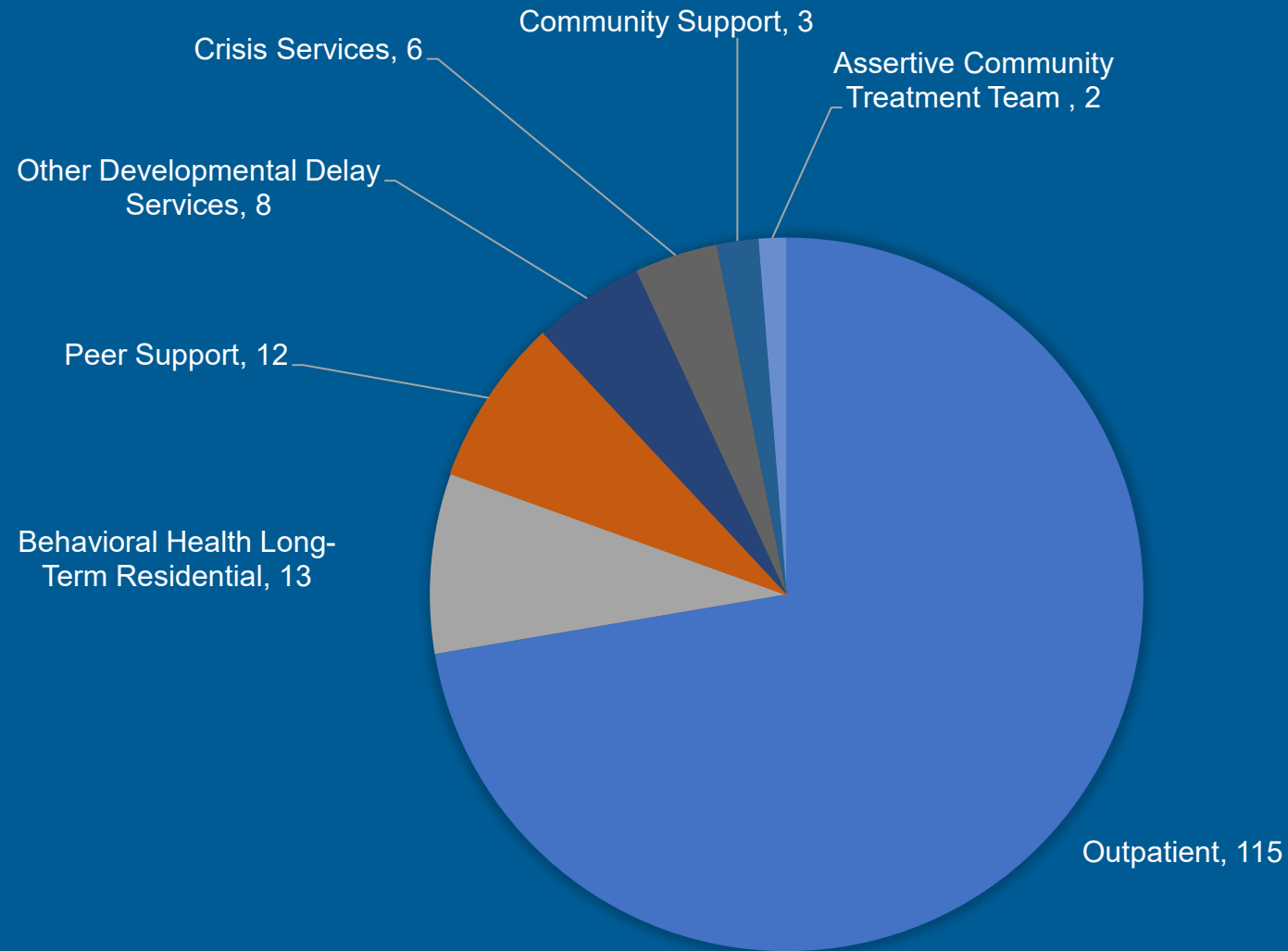
Medicaid Service Usage Apr – Jun 2022



N=521

Note: Because one member may have utilized more than one service type, the sum of services shown on the pie chart will likely equal more than the total of distinct utilizers shown on the bottom of the slide.

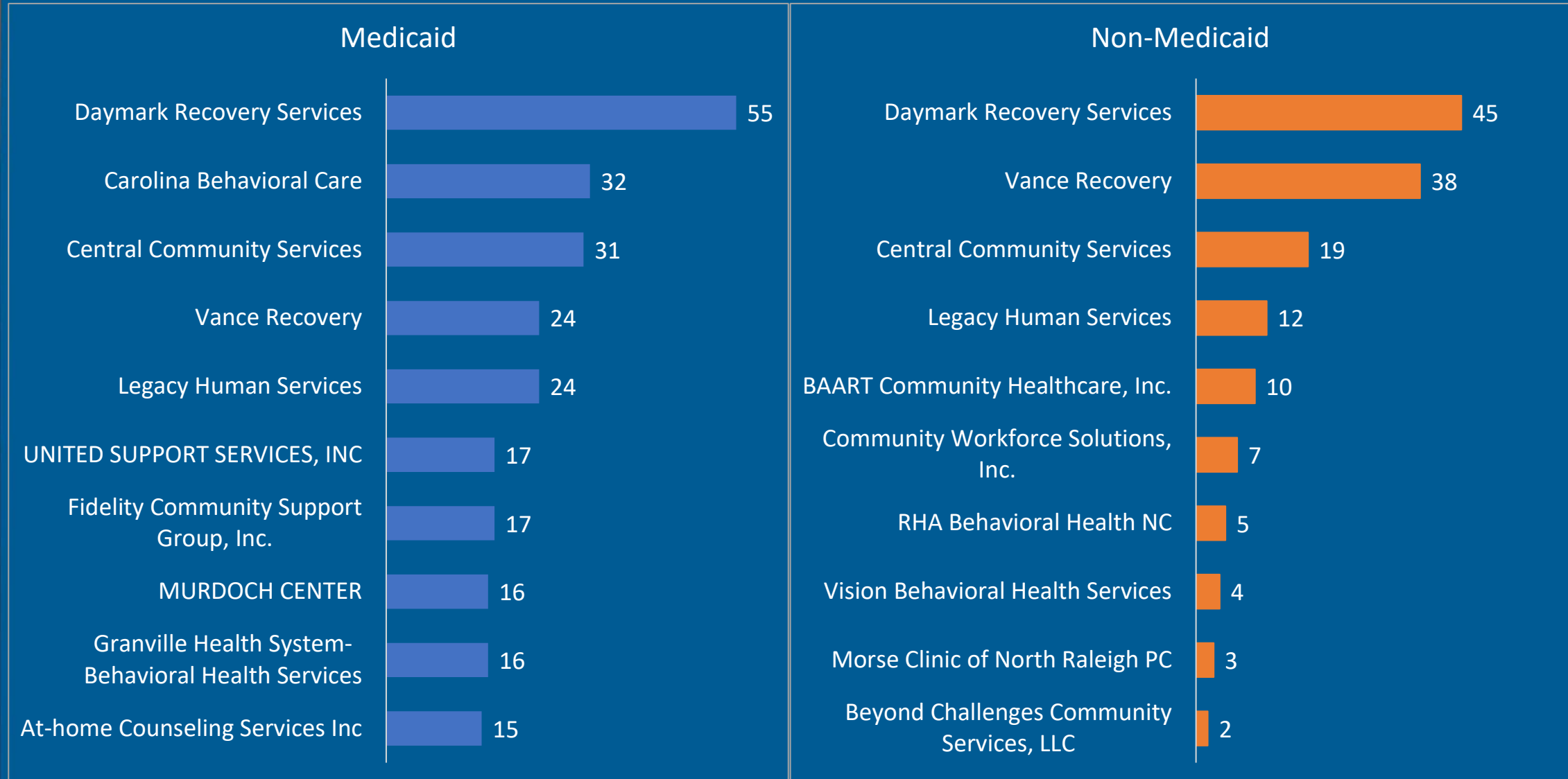
Non-Medicaid Service Usage Apr – Jun 2022



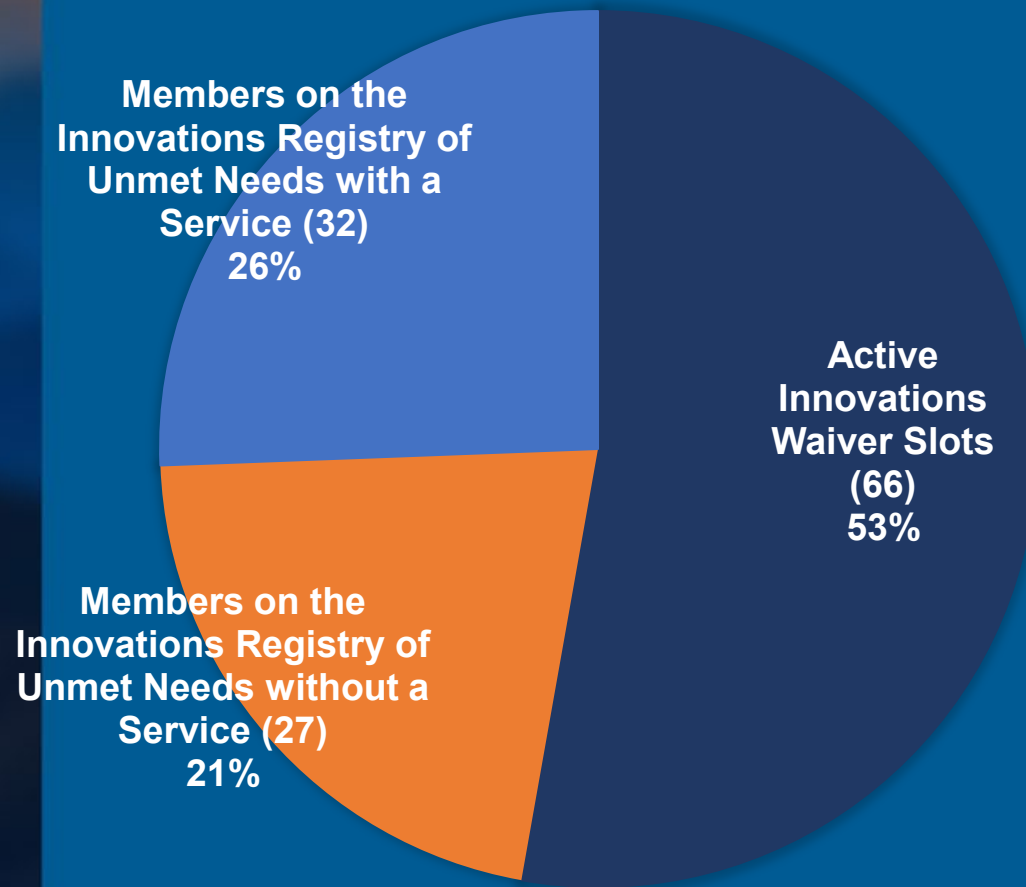
N=142

Note: Because one member may have utilized more than one service type, the sum of services shown on the pie chart will likely equal more than the total of distinct utilizers shown on the bottom of the slide.

Providers by Members Served Apr – Jun 2022

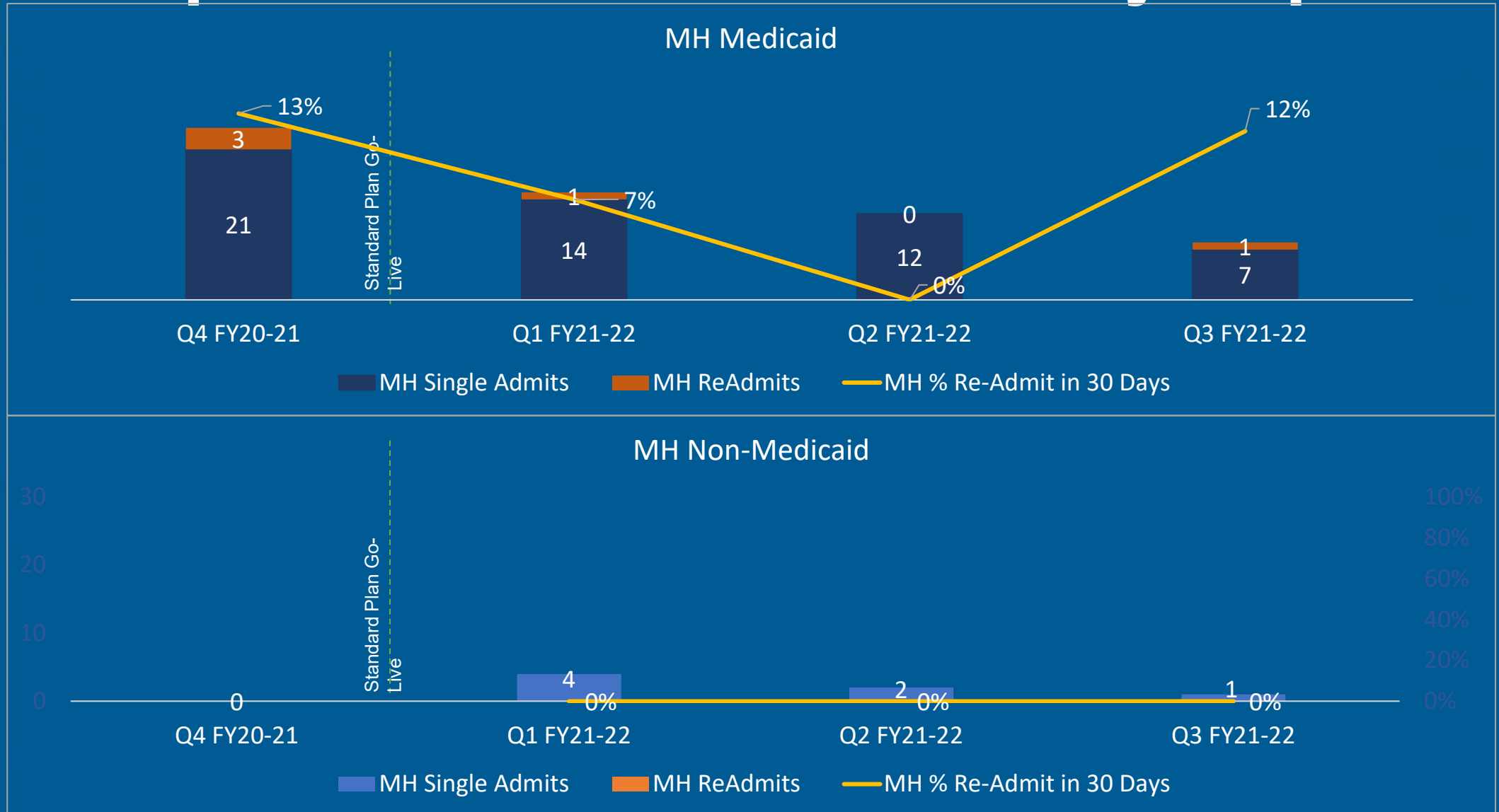


Innovations Waiver Status August 2022

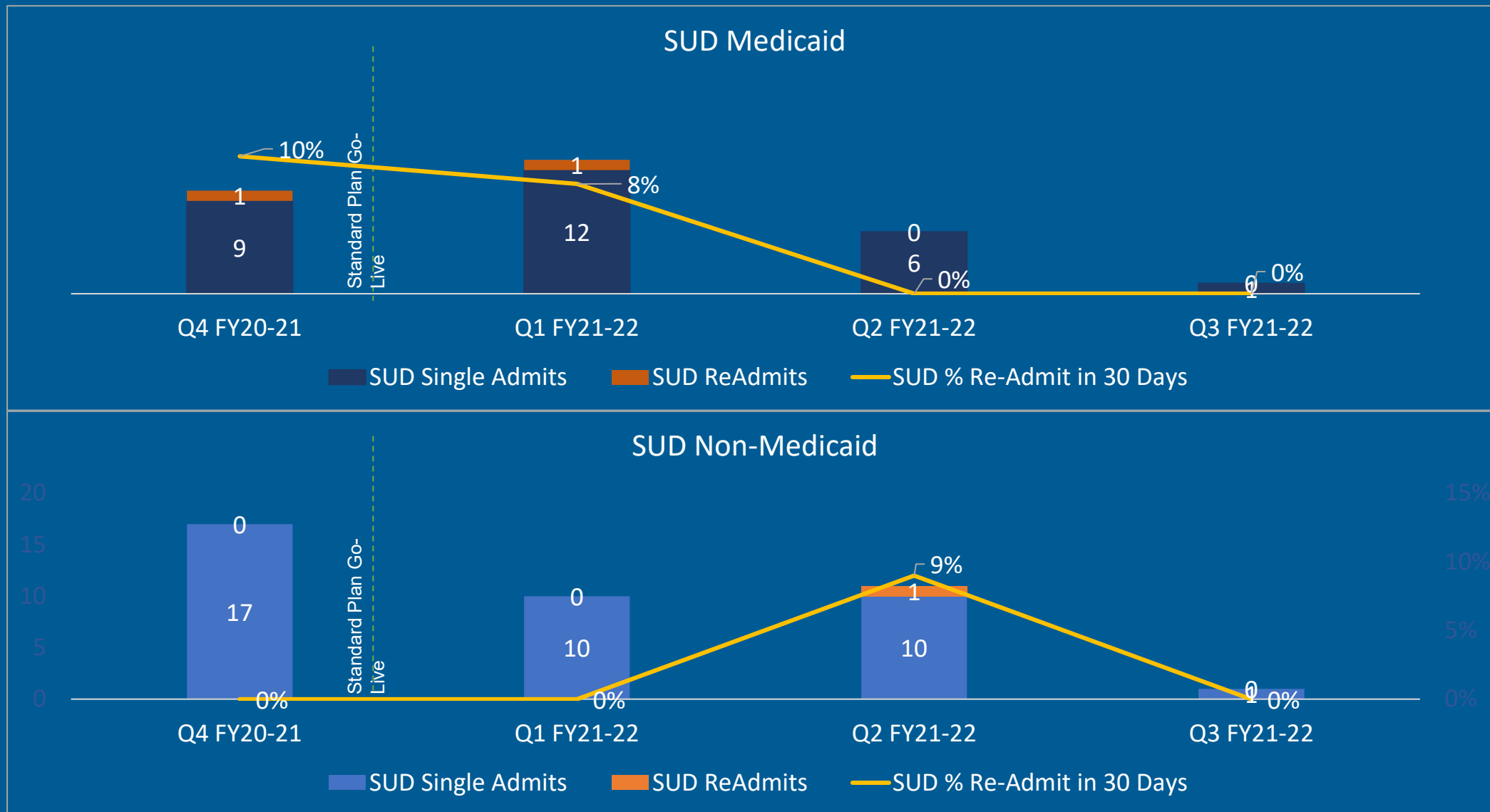


- The NC Innovations Waiver serves people who would live in an intermediate care facility for intellectual disabilities, giving them the opportunity to live in a community setting instead of an institution or group home.
- To obtain an Innovations Waiver slot, an individual completes the Supports Intensity Scale (SIS) Assessment and is deemed eligible based on level of care needed to complete activities of daily living and make progress towards personal goals.
- Individuals awaiting a Waiver Slot are placed on the Registry of Unmet Needs (RUN) and receive services to help provide support while awaiting an Innovations Waiver slot.

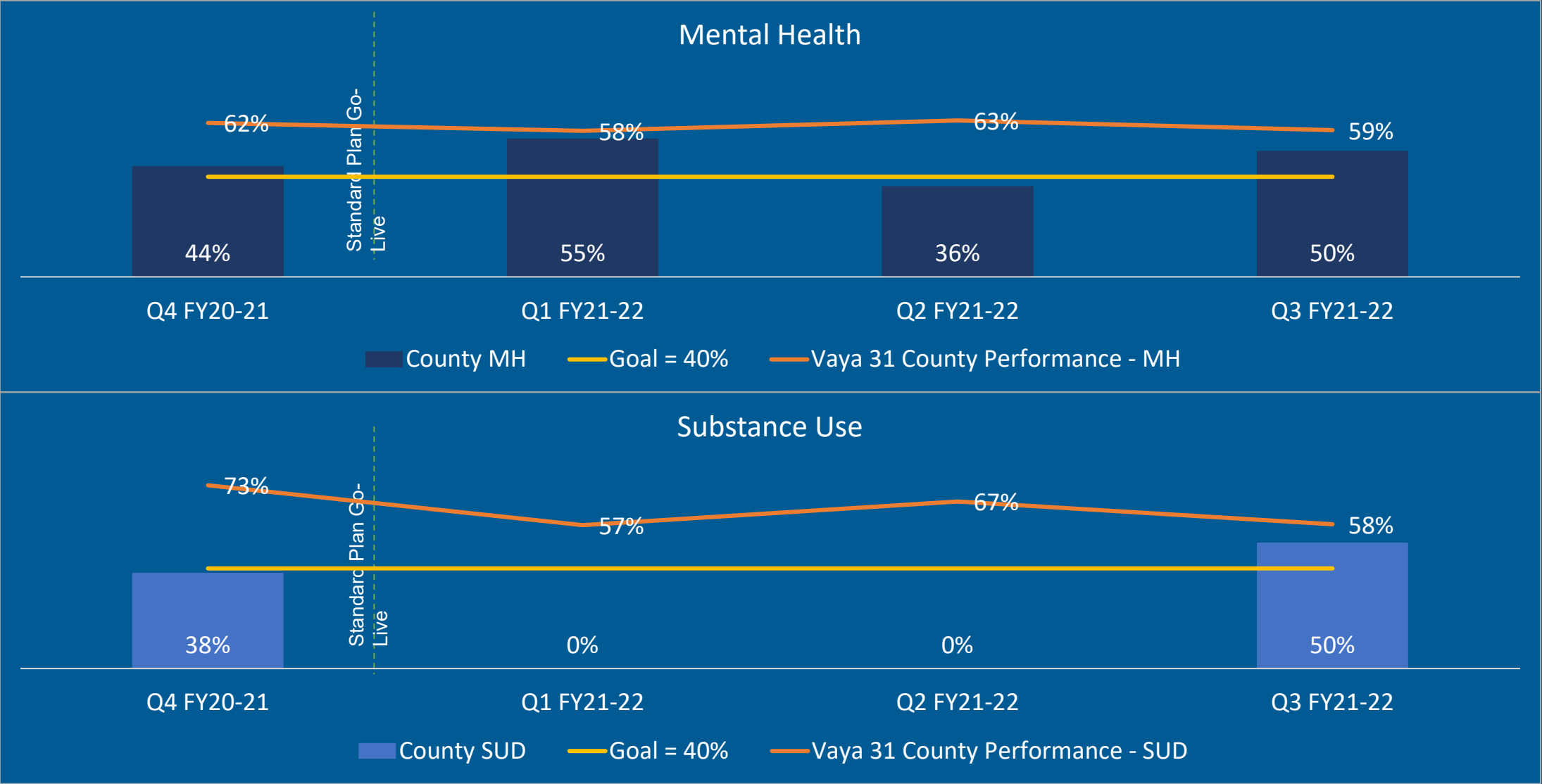
MH Inpatient Admissions to Community Hospitals

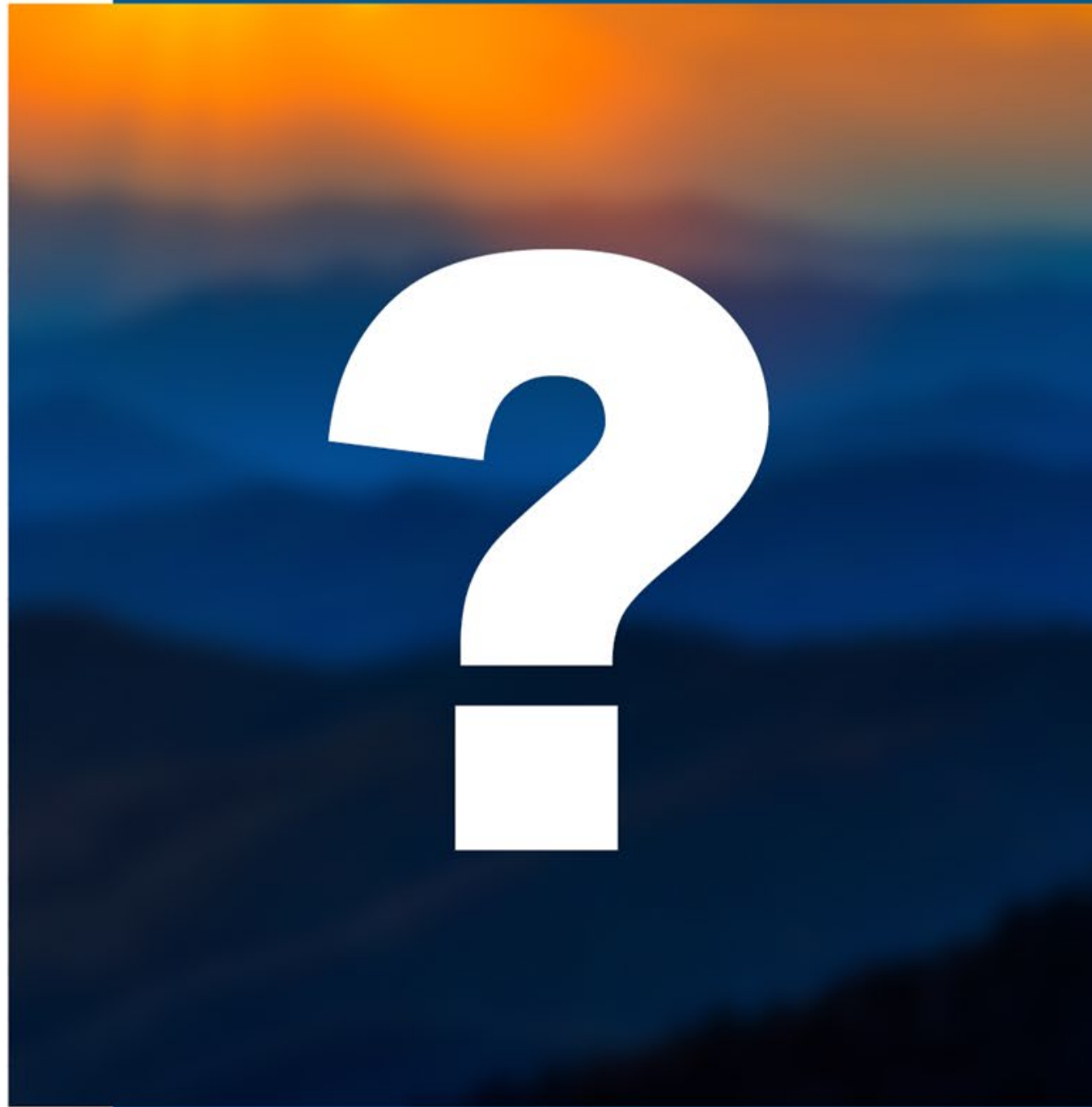


SUD Inpatient Admissions to Community Hospitals



Medicaid Follow-Up After Discharge







Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Barry Baker
Department: Planning and Zoning
Date: December 5, 2022
Title: Land Development Code Text Amendment Petition Open Space 12/5/2022

BACKGROUND:

Granville County Land Development Code Text Amendment Petition

AMENDMENT TO THE LAND DEVELOPMENT CODE (LDC) THAT WOULD INCREASE OPEN SPACE REQUIREMENTS FOR CLUSTER MAJOR SUBDIVISIONS IN RURAL AREAS FROM 20% TO 30% OF THE SUBDIVISION WITH A MINIMUM OF THE OPEN SPACE BEING 10% FOR ACTIVE RECREATION IN MAJOR SUBDIVISIONS.

Please note that the North Carolina General Assembly enacted Planning legislation concerning Governing Body statements pertaining to plan consistency about zoning text amendments (N.C.G.S. 153A-341). In that regard, the Commissioners may accept the Planning Board's plan consistency statement as their own, or the Commissioners may prepare a different statement. The Commissioners must adopt a plan consistency statement prior to action on the zoning text amendment.

Attachments include: (1) Copy of proposed text amendment petition and language; (2) Copy of Planning Board Written Consistency Statement regarding the proposed amendment; and, (3) Unapproved minute excerpts for agenda item from the November 17, 2022 Planning Board meetings.

RECOMMENDATION:

The Granville County Planning Board (7-0) recommended approval of the land development code text amendment.

ATTACHMENTS:

Proposed Text Amendment Petition and Language
Written Consistency Statement
Unapproved Minute Excerpts

ACTION TAKEN:

GRANVILLE COUNTY PETITION FOR LAND DEVELOPMENT CODE TEXT AMENDMENT

A. Name of Applicant: Granville County Planning Board

B. Comprehensive Plan Statement Justification (additional sheets accepted):

Two strategies of the adopted Comprehensive Plan encourage recreation and open space. The two strategies state: “Revise open space requirements to increase amenities in new development and protect rural character” and, “Prioritize open space reservation to protect water quality and rural character.” As such, the proposed text amendment is consistent with the adopted Comprehensive Land Use Plan, and therefore is in the public interest.

C. Proposed Land Development Code Text Amendments (additional sheets accepted):

- Amend Section 32-602 of the Granville County Land Development Code (LDC) by amending the following language (**bold** text denotes new language):

Sec. 32-602. Major subdivisions.

(b) A cluster subdivision is an allowable major subdivision design in rural areas of the county.

(5) *Open space.*

- a. *Required open space.* Land within the subdivision site not contained in lots, streets, or utility easements, shall be in one or more parcels dedicated or reserved as permanent open space. The total area of parcels dedicated or reserved as permanent open space shall make up at least ~~20~~ **30** percent of the subdivision (with a minimum of 10% **of the subdivision** used for active recreation).

- b. *Open space use, location, and design.*

1. Open space shall be dedicated or reserved for one or more of the following uses:

Conservation of any identifiable natural hazard areas, such as floodways or wetlands;

Conservation and protection of identified significant natural areas, such as rare plant communities, important wildlife habitat, or other environmentally sensitive areas where development might threaten water quality of ecosystems;

Conservation and protection of any identifiable important historic resources;

Provision of active and/or passive outdoor recreation opportunities, either for the general public or for the subdivision residents;

Retention of productive farmland or forestland for continued agricultural and/or forestry use; or

Establish a conservation reservation on the remainder of the tract.

2. Highest priority for the location, design, and use of open space (not including the required minimum 10% used for active recreation) shall be given to conserving, and avoiding development in, any natural hazard areas on the site.
3. Open space shall contain such buildings, structures, accessways, and parking facilities as are necessary to its principal uses.
4. The location, size, character, and shape of the required open space shall be appropriate to its intended use; active recreation shall be located and designed so its users can easily access it.

D.

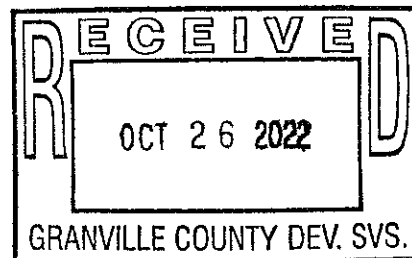
Applicant's Signature (or Applicant's Authorized Agent): Roy Boh, Planning Director on behalf

Date: 10-26-22

Fee Paid: N/A

of the
Plan Board

Received on October 26, 2022
Kathryn C Morris
Secretary to the Planning Board



Planning Board Written Consistency Statement Regarding amendment to the land development code (LDC) that would increase open space requirements for cluster major subdivisions in rural areas from 20% to 30% of the subdivision with a minimum of the open space being 10% for active recreation in major subdivisions.

Planning Board written consistency statement regarding the Comprehensive Land Use Plan ("the Plan") and the proposed text amendment:

Two strategies of the adopted Comprehensive Plan encourage recreation and open space. The two strategies state: "Revise open space requirements to increase amenities in new development and protect rural character" and, "Prioritize open space reservation to protect water quality and rural character." As such, the proposed text amendment is consistent with the adopted Comprehensive Land Use Plan, and therefore is in the public interest.

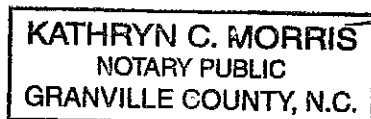
Michael Turner

Michael Turner, Planning Board Chairman
North Carolina
Granville County

I, Kathryn C. Morris, a Notary Public for the said County and State, do hereby, certify that Michael Turner personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 17th day of November, 2022.

(Official Seal)



Kathryn C. Morris Notary Public
My Commission expires August 19, 2024

EXCERPTS FROM THE UNAPPROVED PLANNING BOARD MINUTES OF NOVEMBER 17, 2022,
GRANVILLE COUNTY PETITION FOR LAND DEVELOPMENT CODE TEXT AMENDMENT.

PUBLIC HEARING

Granville County Land Development Code Text Amendment Petition

Amendment to the land development code (LDC) that would increase open space requirements for cluster major subdivisions in rural areas from 20% to 30% of the subdivision with a minimum of the open space being 20% for active recreation in major subdivisions.

Chairman Turner opened the Public Hearing.

Chairman Turner called on Mr. Baker for comments.

Mr. Baker stated that all public notices as required by local and state law have been accomplished for this hearing. He stated that this would revise an oversight in the original text amendment.

Having found that no one else wished to speak, Chairman Turner closed the public hearing.

Chairman Turner asked for questions from the Board.

Hearing none, Chairman Turner stated a motion for approval would be in order with the Planning Board acceptance of staff's comments regarding the required consistency statement.

Vice Chairman Averette made a motion to recommend approval of the proposed text amendment and to adopt staff's comments regarding consistency with the Comprehensive Plan as the Planning Board's written consistency statement. It was seconded by Board Member Tyler and was unanimously approved.

Ayes: Averette, Currin, Milstein, Mangum, Nelson, Turner, Tyler

Nays: None



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Barry Baker
Department: Planning and Zoning
Date: December 5, 2022
Title: Land Development Code Text Amendment Petition TIA

BACKGROUND:

Granville County Land Development Code Text Amendment Petition
AMENDMENT TO THE LAND DEVELOPMENT CODE (LDC) THAT WOULD ESTABLISH A NEW TRAFFIC IMPACT ANALYSIS REQUIREMENT FOR ALL HIGH IMPACT DEVELOPMENTS OR SUBDIVISIONS THAT CONTAIN 80 OR MORE DWELLING UNITS OR WHERE THE ESTIMATED TRAFFIC GENERATED FROM A SITE EXCEEDS 800 TRIPS/DAY, ACCORDING TO THE MOST RECENT EDITION OF THE INSTITUTE OF TRANSPORTATION ENGINEERS TRIP GENERATION MANUAL.

Please note that the North Carolina General Assembly enacted Planning legislation concerning Governing Body statements pertaining to plan consistency about zoning text amendments (N.C.G.S. 153A-341). In that regard, the Commissioners may accept the Planning Board's plan consistency statement as their own, or the Commissioners may prepare a different statement. The Commissioners must adopt a plan consistency statement prior to action on the zoning text amendment.

Attachments include: (1) Copy of proposed text amendment petition and language; (2) Copy of Planning Board Written Consistency Statement regarding the proposed amendment; and, (3) Unapproved minute excerpts for agenda item from the November 17, 2022 Planning Board meetings.

RECOMMENDATION:

The Granville County Planning Board (7-0) recommended approval of the land development code text amendment.

ATTACHMENTS:

Proposed Text Amendment Petition and Language
Written Consistency Statement
Unapproved Minute Excerpts

ACTION TAKEN:

GRANVILLE COUNTY PETITION FOR LAND DEVELOPMENT CODE TEXT AMENDMENT

A. Name of Applicant: Granville County Planning Board

B. Comprehensive Plan Statement Justification (additional sheets accepted):

One strategy of the adopted Comprehensive Plan encourages the following infrastructure strategy: “Regularly review development standards regarding traffic impact improvements and update as needed. Thresholds for improvement should be evaluated, including triggers for turn lanes, cross-access, traffic signals and road level-of-service minimums.” The intended amendment seeks to address traffic impacts. As such, the proposed text amendment is consistent with the adopted Comprehensive Land Use Plan, and therefore is in the public interest.

C. Proposed Land Development Code Text Amendments (additional sheets accepted):

- Amend the Granville County Land Development Code (LDC) by adding new Section 32-683 (**bold** text denotes new language):

Sec. 32-683 Traffic Impact Analysis

A Traffic Impact Analysis (TIA) is required for high impact developments or subdivisions, as defined in this section. The TIA enables an assessment of the potential impact of a proposed development on the highway system. The purpose of the TIA is to ensure that proposed developments do not adversely affect the highway network and to identify any traffic problems associated with access from the site to the existing transportation network. The purpose of the analysis is to also identify solutions to potential problems and to present improvements to be incorporated into the proposed development.

- 1) A TIA shall be required for all proposed developments, or phases of development, or contiguous tracts under the same ownership, containing 80 or more dwelling units or where the estimated traffic generated from the site exceeds 800 trips/day, according to the most recent edition of the Institute of Transportation Engineers Trip Generation Manual.**
- 2) A TIA is required at the time of application and must be completed by a qualified professional transportation engineer. Prior to the preparation of a TIA, a scoping meeting shall be held with planning staff. This meeting shall set the TIA parameters, including but not limited to the study area, planned and/or committed roadway improvements, road links and intersections to be analyzed, preliminary traffic**

distribution, other planned developments to be considered, traffic growth rate, available data, periods for which analysis is to be performed, and other planning staff concerns.

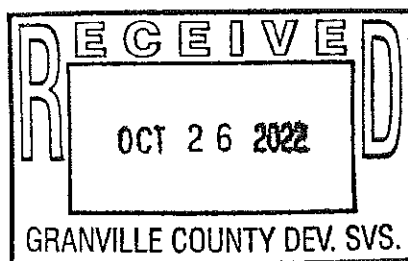
- 3) **The TIA shall contain the following information and any other information required from the scoping meeting:**
 - a) **The report shall provide a general description of the development site including the number of proposed dwelling units and layout of the proposed internal roadway network. The report shall describe the entire roadway system, including intersections, within the study area.**
 - b) **Existing traffic conditions shall be documented, including documentation of traffic accidents, traffic volumes for average daily traffic and peak highway hour(s), manual traffic counts at major intersections, a volume to capacity analysis, and levels of service shall be determined for each major intersection or roadway segment in the study area.**
 - c) **Transportation impact of the development shall be documented by showing estimated trip generation obtained from the latest version of the Institute of Transportation Engineers (ITE) Trip Generations Manual and distributed to the existing roadways and intersections in the study area. Peak hour turning movements shall also be shown at all major intersections including the access point(s) to the development.**
 - d) **Analysis of the transportation impact shall be documented, including traffic volumes for average daily traffic and peak highway hour(s), a volume to capacity analysis, and levels of service shall be determined for each major intersection or roadway segment in the study area.**
 - e) **Recommend Improvements shall be required for all roadway segments or intersections showing a level of service "D" or below for the build-out-year. A description of the improvements and other mitigation measures, including the feasibility of implementing the improvements, responsibility for funding and implementation, and the time schedule for implementation is required.**
- 4) **The Planning Director may waive the requirement for a TIA when the applicant shows that the proposed development's impact on adjacent roads and intersections will be minimal and insignificant or will be no greater than those projected by a TIA prepared and submitted within the last two years for the same site under the same or similar conditions. The Planning Director must document the reasons for any waiver.**

D.

Applicant's Signature (or Applicant's Authorized Agent): Ben Boh, Mayor / on behalf
Date: 10-26-22 of the
Fee Paid: N/A Planning Board

Received on October 26, 2022

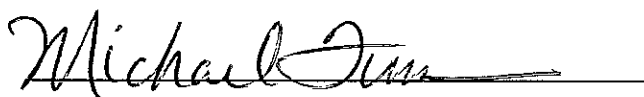
Latasha C Morris
Secretary to the Planning Board



Planning Board Written Consistency Statement Regarding amendment to the land development code (Idc) that would establish a new traffic impact analysis requirement for all high impact developments or subdivisions that contain 80 or more dwelling units or where the estimated traffic generated from a siter exceeds 800 trips/day, according to the most recent edition of the institute of transportation engineers trip generation manual.

Planning Board written consistency statement regarding the Comprehensive Land Use Plan ("the Plan") and the proposed text amendment:

One strategy of the adopted Comprehensive Plan encourages the following infrastructure strategy: "Regularly review development standards regarding traffic impact improvements and update as needed. Thresholds for improvement should be evaluated, including triggers for turn lanes, cross-access, traffic signals and road level-of-service minimums." The intended amendment seeks to address traffic impacts. As such, the proposed text amendment is consistent with the adopted Comprehensive Land Use Plan, and therefore is in the public interest.

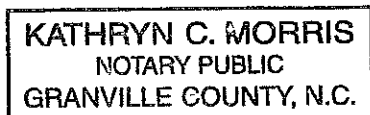


Michael Turner, Planning Board Chairman
North Carolina
Granville County

I, Kathryn C. Morris, a Notary Public for the said County and State, do hereby, certify that Michael Turner personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the 17th day of November,
2022

(Official Seal)



 Notary Public
My Commission expires August 19, 2024

EXCERPTS FROM THE UNAPPROVED PLANNING BOARD MINUTES OF NOVEMBER 17, 2022,
GRANVILLE COUNTY PETITION FOR LAND DEVELOPMENT CODE TEXT AMENDMENT.

PUBLIC HEARING

Granville County Land Development Code Text Amendment Petition

Amendment to the land development code (LDC) that would establish a new traffic impact analysis requirement for all high impact developments or subdivisions that contain 80 or more dwelling units or where the estimated traffic generated from a site exceeds 800 trips/day, according to the most recent edition of the Institute of Transportation Engineers Trip Generation Manual.

Chairman Turner opened the Public Hearing.

Chairman Turner called on Mr. Baker for comments.

Mr. Baker stated that all public notices as required by local and state law have been accomplished for this public hearing.

Mr. Baker then recognized Senior Transportation Planner Justin Jorgensen for comments.

Mr. Jorgensen stated that major developments will require that a major impact study be done if there are 80 or more lots. He further stated that after attending the NC DOT TIA class he learned that counties and cities range from 50 to 60 up to 100 dwellings before requiring a traffic impact study. We are following the same guidelines as Franklin County.

After finding that no one else wished to speak, Chairman Turner closed the public hearing.

Chairman Turner asked for questions from the board.

Hearing none, Chairman Turner stated a motion for approval would be in order with the Planning Board acceptance of staff's comments regarding the required consistency statement.

Board Member Currin made a motion to recommend approval of the proposed text amendment and to adopt staff's comments regarding consistency with the Comprehensive Plan as the Planning Board's written consistency statement. It was seconded by Board Member Tyler and was unanimously approved.

Ayes: Averette, Currin, Milstein, Mangum, Nelson, Turner, Tyler

Nays: None



Granville County Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 1, 2022
Title: **Public Comments**

PURPOSE:

The Granville County Board of Commissioners is committed to allowing members of the public an opportunity to offer comments and suggestions for the efficient and effective administration of government.

Public comments are limited to 3 minutes.

ACTION TAKEN:



Granville County Planning & Zoning

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Justin Jorgensen
Department: Planning & Zoning
Date: November 30, 2022
Title: **Resolution: NCDOT Request for Addition to State Maintained Secondary Road System**

PURPOSE:

Consider adopting an updated resolution to allow NCDOT to process secondary road additions without Board of Commissioner approval.

BACKGROUND:

NCDOT is requesting an updated resolution from the Board of Commissioners that would allow NCDOT to process road additions without seeking prior approval from the Board of Commissioners. The prior resolution was adopted on December 1, 2001. NCDOT sends notifications to the Planning Director when secondary roads are added to the state system.

RECOMMENDATION:

Planning Staff recommends approval.

ATTACHMENTS:

Resolution Secondary Road System Additions 12/05/2022

ACTION TAKEN:

Resolution
North Carolina State Department of Transportation
Request for Addition to State Maintained
Secondary Road System

WHEREAS, petitions are being filed with the Board of County Commissioners of the County of Granville for addition to the North Carolina State Department of Transportation: and

WHEREAS, the Board of County Commissioners is of the opinion that the County of Granville does not investigate these petitioned roads for addition: and

WHEREAS, the Board of County Commissioners relies on the North Carolina State Department of Transportation to investigate these petitioned roads and determine if they meet the established standards and criteria for addition to the State Maintenance System: and

WHEREAS, the Board of County Commissioners adopted a resolution on the 1st day of October 2001, requesting that the Division of Highways process all road additions without the approval of the Board of County Commissioners:

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of the County of Granville that the Division of Highways is hereby requested to continue to process all road additions without the further approval of the Board of County Commissioners.

ADOPTED, this the 5th day of December 2022.

Chair
Granville County Board of Commissioners

Attest:

Debra Weary, Clerk
Granville County Board of Commissioners



Granville County Tax Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Tax Administration
Date: December 2, 2022
Title: **Late Application - Elderly Exclusion**

PURPOSE:

To consider the approval of the untimely filed Application for the Elderly Exclusion.

BACKGROUND:

According to the N.C.G.S. 105-282.1(a1), upon a showing of good cause by the applicant for failure to make a timely application, an application for exemption or exclusion filed after the close of the listing period may be approved by the Board of County Commissioners. This subsection applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed.

On October 18, 2022, Mildred Goss left a completed exclusion application with a letter requesting approval from the Board of Commissioners. In Mildred's letter, she has claimed the reason she is late is because she was unaware of the program.

Tax administration advertises these programs in the local newspapers, on personal property listing forms, on our website and on the back of property tax bills.

This item was held at the last meeting pending further review and research.

RECOMMENDATION:

The Tax Administrator does not recommend approving Mildred Goss' late application. Ms. Goss will receive the 2023 Exclusion Application and letter from the Tax Office inviting her to reapply before June 1, 2023.

ATTACHMENTS:

Letter by Mildred Goss

ACTION TAKEN:



Granville County Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 21, 2022
Title: Proclamations, Resolutions and Legislative Matters

PURPOSE:

This item on the agenda will be used for the introduction of proclamations, resolutions, or legislative matters. It can also be used for the general discussion of related matters.

ACTION TAKEN:



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 2, 2022
Title: Upper Neuse River Basin Association

PURPOSE:

To appoint a second alternate to the Upper Neuse River Basin Association (UNRBA).

BACKGROUND:

Former County Manager Michael Felts served as the second alternate on the UNRBA. Drew Cummings, County Manager, needs to be appointed to fill the vacancy of the second alternate position.

The Upper Neuse River Basin Association (UNRBA) was formed in 1996 to provide an ongoing forum for cooperation on water quality protection and water resource planning and management within the 770-square-mile watershed. Seven (of the 8) municipalities, 6 counties, and local Soil and Water Conservation Districts in the watershed voluntarily formed the Association.

Others serving: Russ May
Barry Baker

ACTION TAKEN:



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 1, 2022
Title: Orange Street Community Center

PURPOSE:

The term of Iris Evans (District 3) expires in December.

BACKGROUND:

The purpose of the Orange Street Community Center Board of Trustees is to operate the Orange Street Community Center pursuant to the terms and conditions of the Lease Agreement between the Board of Commissioners as Lessor and Board of Trustees as Lessee, to the end that facilities of the Orange Street Community Center will be open to the public for recreational, educational and other eleemosynary purposes.

Others serving:	Larry Downey	District 1
	Ronnie Norwood	District 1
	Dorothy Hunt	District 2
	Joseph Blair Waldon	District 2
	Carolyn Heggie	District1 appointed by District 3
	Robin Saxton	District 4
	Paula Jones	District 4
	Juanita Rogers	District 4
	Zelodis Jay	Ex-Officio

ACTION TAKEN:



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 1, 2022
Title: **Granville-Vance District Board of Health**

PURPOSE:

The terms of Dr. Robert Currin (Optometrist appointed by District 2), Melissa Gillespie (Engineer appointed by District 2), Amy Jacobs (At-Large appointed by District 3), and Dr. Peter Johnson (At-Large appointed by District 5) expire in January.

BACKGROUND:

A district board of health shall be the policy-making, rule-making, and adjudicatory body for a district health department.

The County Board of Commissioners of each County in the district shall appoint one county commissioner to the district board of health. The county commissioner members of the district board of health shall appoint the other members of the board, including at least one physician licensed to practice medicine in this State, one licensed dentist, one licensed optometrist, one licensed veterinarian, one registered nurse, one engineer and one licensed pharmacist. The composition of the board shall reasonably reflect the population make-up of the entire district and provide equitable district-wide representation. All members shall be residents of the district.

Others serving:	Zelodis Jay	Commissioner
	Dr. Dianne Kapherr	Pharmacist-District 5 appointed by District 6
	Sharon Pittman	At-Large-District 1
	Carolyn White	At-Large-District 2
	Dr. Bridget Waters	Veterinarian (appointed by District 2)

ACTION TAKEN:



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 1, 2022
Title: **County Manager's Report**

PURPOSE:

Any matters as needed by the County Manager.

ACTION TAKEN:



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: County Attorney
Date: December 2, 2022
Title: **County Attorney's Report**

PURPOSE:

Any matters as needed from the County Attorney.

ACTION TAKEN:



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 1, 2022
Title: **Presentations by County Board Members**

PURPOSE:

Board members will make comments, give reports and make announcements.

1. Commissioner Zelodis Jay
2. Commissioner Rob Williford
3. Commissioner Sue Hinman
4. Commissioner Tony W. Cozart
5. Commissioner Russ May
6. Commissioner Timothy Karan
7. Commissioner Jimmy Gooch

ACTION TAKEN:



Granville County Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: December 1, 2022
Title: **Any Other Matters**

PURPOSE:

To consider any other matters as needed.

ACTION TAKEN: