

AGENDA

GRANVILLE COUNTY BOARD OF COMMISSIONERS

Monday, November 7, 2022



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

Introductions, Recognitions and Presentations

1. Presentation on Boys and Girls Club (p. 3)

Public Comments

2. Public Comments (p. 14)

Purchasing

3. Granville Athletic Park Sponsors Mural (p. 15)

Sheriff Matters

4. Retirement, Surplus, and Disposition of Sheriff's Office Canine (p. 20)

Proclamations, Resolutions and Legislative Matters for Consideration

5. Proclamations, Resolutions and Legislative Matters (p. 23)

Appointments

6. Granville County Tourism Development Authority (p. 24)
7. Opioid Advisory Committee (p. 25)
8. South Granville Memorial Gardens Board of Trustees (p. 27)
9. South Granville Water & Sewer Authority (p. 28)
10. Veterans Affairs Committee (p. 30)

County Manager's Report

11. Employee Recruitment and Retention Bonuses (p. 31)

County Attorney's Report

12. County Attorney's Report (p. 33)

Presentations by County Board Members

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Any Other Matters

14. Any Other Matters (p. 35)



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: October 27, 2022
Title: Presentation on Boys and Girls Clubs

PURPOSE:

Donyell "DJ" Jones, Chief Executive Officer, will give a presentation on the Granville County Unit of the Boys & Girls Clubs.

ATTACHMENTS:

PowerPoint Presentation

ACTION TAKEN:



BOYS & GIRLS CLUBS
OF NORTH CENTRAL
NORTH CAROLINA

Donyell “DJ” Jones, President/CEO



Locations

Granville Unit serving 140 young people

West Oxford Elementary Unit serving 60 young people

Creedmoor Elementary Unit serving 40 young people

Butner Stem Middle – 2023 will serve up to 40 young people



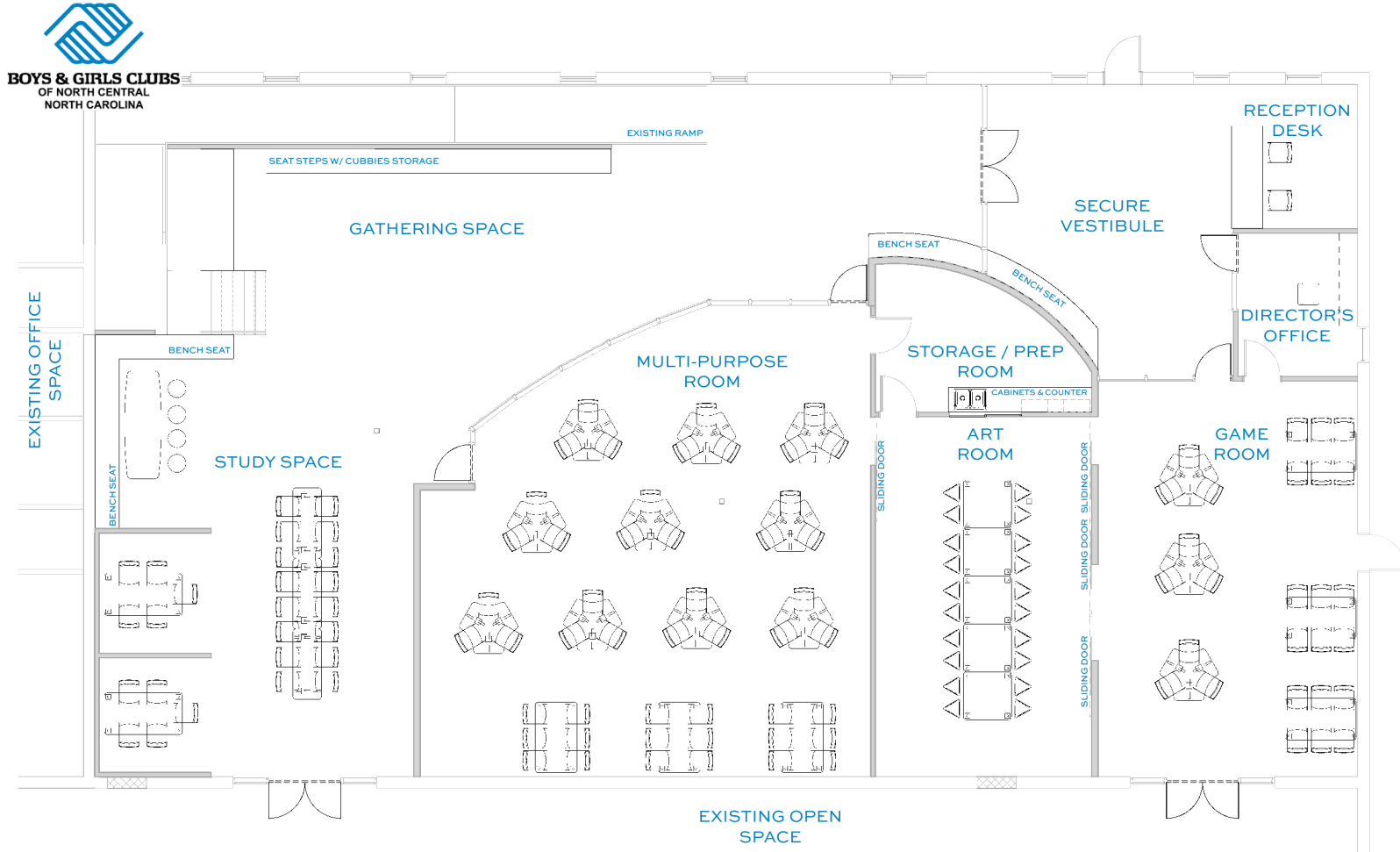


Strategic Initiatives

3 Year Goals

- Provide targeted and intentional programs that meet the needs of kids, parents, and the community
 - Increase the exposure of our Clubs while expressing the positive impact and accomplishments of our kids and Teens
- Provide safe, state of the art facilities that allow for an optimal Club Experience for kids and Teens
- Ensure the long term financial sustainability which will provide transformational experiences and opportunities for our kids and Teens

Granville Unit Renovation





PRIORITY OUTCOME: **ACADEMIC SUCCESS**



Power Hour: Making Minutes Count provides Club professionals with the strategies, activities, resources and information to create an engaging homework help and tutoring program that encourages Club members of every age to become self-directed learners.

PROJECT LEARN

Project Learn reinforces the academic enrichment and school engagement of young people during the time they spend at the Club.



Summer Brain Gain is comprised of one-week modules with fun, themed activities for elementary school, middle school and high school students that are aligned with common core anchor standards. In addition, Summer Brain Gain: Read!, a literacy program, complements the larger Summer Brain Gain curriculum.



diplomas2Degrees (d2D), a college readiness program, provides a range of services to guide Club members as they work toward high school graduation and prepare for post-secondary education and career success.



PRIORITY OUTCOME:

CHARACTER & CITIZENSHIP



Youth of the Year is Boys & Girls Clubs of America's premier recognition program. It is our signature effort to foster a new generation of leaders, fully prepared to live and lead in a diverse, global and integrated world economy.



Torch Clubs are chartered, small-group leadership and service clubs for boys and girls ages 11 to 13. A Torch Club is a powerful vehicle that helps Club staff meet the special character development needs of younger adolescents at a critical stage in their life.



Keystoning is the Movement's ultimate teen program for youth ages 14 to 18. This unique program provides leadership development opportunities for youth to participate in activities, both in and out of the Club, in three focus areas: academic success, career preparation and community service. With the guidance of an adult advisor, Keystone Clubs aim to positively impact teens, their Club and local communities.

Inspire Kids to Lead

PRIORITY OUTCOME: HEALTHY LIFESTYLES



Triple Play is a comprehensive health and wellness program. It strives to improve the overall health of Club members ages 6-18 by increasing daily physical activity, teaching them about good nutrition and helping them develop healthy relationships.



SMART Moves is a prevention and education program addressing problems such as drug and alcohol use and premature sexual activity.



Passport to Manhood teaches responsibility to boys ages 11 to 14 with sessions that focus on a specific aspect of character and manhood through highly interactive activities.



SMART Girls provides health, fitness, prevention/education and self-esteem enhancement for girls ages 8 to 17.

Motivate Kids to be Healthy





THANK YOU



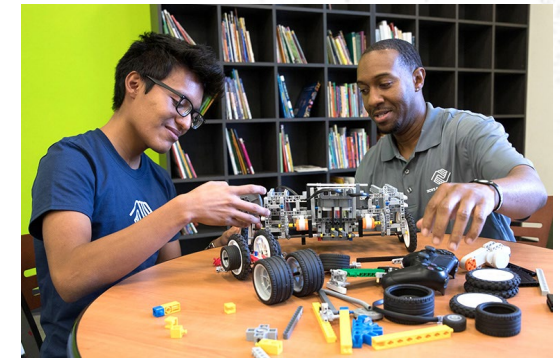
ADVOCATE

Be a Catalyst for Change!



DONATE

Open Doors for Our Youth!



GET INVOLVED

Be the Change Youth Need to See!



Granville County Administration

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

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

PURPOSE:

Public comments are limited to 3 minutes.

ACTION TAKEN:



Granville County Administration

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

To: Board of Commissioners
From: Korena Weichel, Assistant County Manager
Department: Administration
Date: November 7, 2022
Title: Granville Athletic Park Sponsors Mural

PURPOSE:

Presentation of design work and sponsor program for the Granville Athletic Park Sponsors Mural.

BACKGROUND:

Over the years, several sponsorships for the Granville Athletic Park (GAP) have been solicited and received without a means to adequately provide recognition for those donations. Granville County deeply appreciates these generous sponsors and seeks to recognize their support in a unique and lasting way.

As first reported at the Board's annual retreat last February, County administration contacted a local artist from Wake Forest, Peter Ruocchio of Ruocchio Designs, to obtain a design for a sponsor feature to showcase the athletics enjoyed at the GAP. The marketing flyer included with the Board's agenda materials features an illustration of how the sign will look when installed on the Phase III picnic table/restroom facility.

Existing park sponsors will be notified of their eligibility for placement on the new mural. Along with recognizing those existing sponsors, the sponsorship program will also enable additional donations that will ultimately cover the cost of the mural as well as provide for additional investment in the park itself. The sponsorship levels are shown below and on the accompanying sponsor form.

Sponsorship Levels for GAP Sponsors Mural

Corporate Diamond Sponsorship	\$7,500 +
Feature Sponsorship: Level I	\$5,000 - \$7,499
Feature Sponsorship: Level II	\$2,500 - \$4,999
Feature Sponsorship: Level III	\$1,000 - \$2,499

Spring 2022 estimates for design, fabrication, and installation of the sign amounted to approximately \$27,500 including installation of an electrical line to power its light feature. The recommendation includes a "not to exceed" amount of \$30,000 to cover any unforeseen costs and/or increased costs due to ongoing supply chain issues.

FUNDING:

Funding is included in the Fiscal Year 2023 Parks and Grounds capital outlay budget.

RECOMMENDATION:

The Assistant County Manager recommends approving the Granville Athletic Park Sponsors Mural program and fabrication/installation of the mural in a “not to exceed” amount of \$30,000.

ATTACHMENTS:

GAP Sponsors Mural Flyer

Ruocchio Designs GAP Sponsors Mural Estimate

Brummitt Electric GAP Sponsors Mural Estimate

ACTION TAKEN:



GAP Sponsors Mural

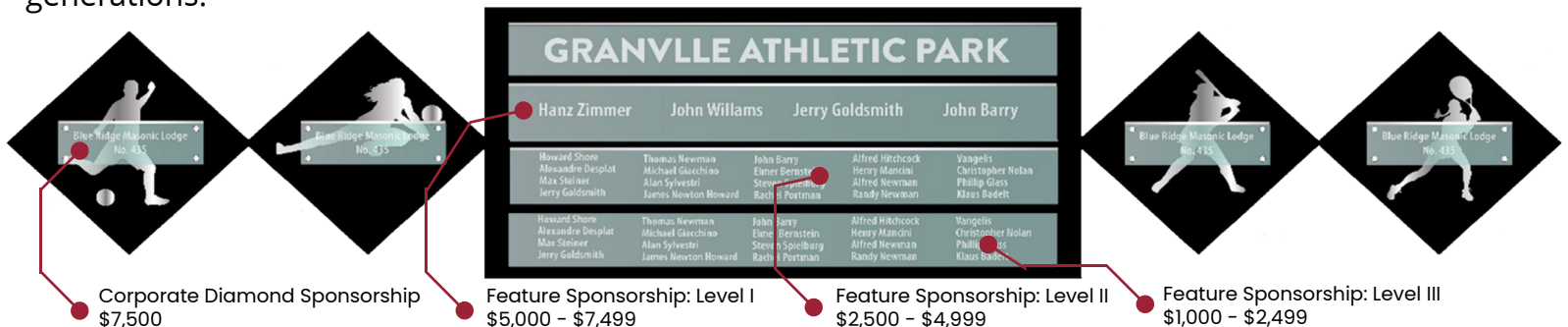
The GAP is the result of the dedicated efforts of thousands of county residents and global citizens; its history is truly inspiring! It is this kind of community support that has kept the park thriving for nearly two decades - and it's the same support that will keep it flourishing for many more to come.

SPONSOR MURAL OPPORTUNITY

Now you can become a part of that history and show your support for this important park by selecting a sponsorship level on this unique Sponsor Mural. Your business name or personal name will be engraved on the mural planned to be displayed on the facility near the tennis courts. Your sponsorship dollars will help ensure this beautiful park continues to serve families and fitness enthusiasts seeking to renew their spirits and stay physically active for years to come!

HOW TO PARTICIPATE

Whether you are an individual donor, a new business working to get your name out, or a business that has served Granville County for years, a mural sponsorship will ensure your support is recognized for generations.



This rendering is for illustrative purposes only.

MORE INFORMATION

See the back of this flyer for more sponsorship information and contribution instructions

VISIT

www.granvillecounty.org/GAPSponsors

CALL

(919) 603-1366

Ruocchio Designs, Inc.
 5209 Unicon Dr.
 Wake Forest, NC 27587
 +1 9194880290
 penny@ruocchiodesigns.com
 ruocchiodesigns.com



Estimate

ADDRESS

Korena L Weichel
 141 Williamsboro Street
 PO Box 906
 Oxford, NC 27565

SHIP TO

Korena L Weichel
 141 Williamsboro Street
 PO Box 906
 Oxford, NC 27565

ESTIMATE # Athletic Park Donor

DATE 04/09/2022

P.O. NUMBER

Athletic Park Donor Wall

ITEM #	DESCRIPTION	QTY	RATE	AMOUNT
	Granville County Athletic Park Donor Wall. Wall measures approximately 250" x 48" high. Wall will be constructed out of 2" thick aluminum backer welded and finished with Sherwin Williams DTM paints with a textured finish. 3/8" tempered glass used on all components edge lit with LEDs. Athlete silhouettes are halo lit. Price includes installation but does not include permitting or electrical hookup.	1	24,937.25	24,937.25T

Change orders may effect the final balance and completion date of the job.

SUBTOTAL	24,937.25
TAX	1,683.27
TOTAL	\$26,620.52

Accepted By

Accepted Date

Brummitt Electric, LLC

Oxford, NC 27565

License # 16163-U

PO Box 276

Proposal

Date	Estimate #
8/26/2021	2251

Name / Address
Granville County Mr. Scott Phillips PO Box 877 Oxford, NC 27565

		Project
		GAP
Description	Qty	Total
GAP --- TENNIS COURTS SIGN This proposal includes materials and labor for electrical work as follows: JOB DESCRIPTION: Wire new sign on wall @ men's/women's bathrooms, this to be fed from photo eye on building. Contract Price for above-referenced work Sales Tax		1,450.00 97.88
Prices are subject to change --- This proposal may be withdrawn by us if not accepted within 30 days.		Total \$1,547.88

Date of Acceptance: _____

Customer Signature: _____

Phone #	Fax #	E-mail
919-693-7530	919-693-7590	brummittelectric@raleigh.twcbc.com



Granville County Sheriff's Office

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

To: Board of Commissioners
From: Debra Weary
Department: Sheriff's Office
Date: November 3, 2022
Title: Retirement, Surplus, and Disposition of Sheriff's Office Canine

PURPOSE:

To consider retiring, declaring surplus and transferring ownership of the Granville County canine unit (Slick) to the former handler (Sgt. Wesley Parrish) for a sale price of \$1.

BACKGROUND:

A Granville County Sheriff's Office K9 deputy is retiring from the Granville County Sheriff's Office and is requesting that a six year old German Shepherd service dog, Slick, be allowed to retire with him. The dog was donated to the County. Despite being noted by previous owners as difficult to train, this handler believed he could bond with the animal and be successful training the dog and was. Six years is close to the normal, useful working life of such an animal, and so even if a new trainer could be found, the remaining value of this working asset for the County is limited. As such, administration is supportive of selling the K9 service animal to his retired handler for \$1.

FUNDING:

This item has no immediate funding implications, though maintaining K9 capabilities is an important ongoing need of, and cost-center for, the Sheriff's Office.

RECOMMENDATION:

The Sheriff and County Manager recommend that the County retire, declare surplus and transfer ownership of the Granville County canine unit (Slick) to the former handler (Sgt. Wesley Parrish) for a sale price of \$1. Further, should Slick be returned to active service with another agency, Sgt. Parrish would be required to pay Granville County \$1,000.

ATTACHMENTS:

Letter of Request
Signed agreement with retiring deputy.

ACTION TAKEN:

John Hard

From: Wesley Parrish
Sent: Wednesday, October 26, 2022 3:01 PM
To: John Hardy
Subject: K9 Slick retirement

Sheriff Hardy,

I am writing this as a request to retire K9 Slick from active duty with the Granville County Sheriff's Office. I am asking this due to the fact of me leaving the department on October 30, 2022. This request is due to K9 Slick being the last K9 I will work before I retire from law enforcement. I have been K9 Slick's only handler since he was received from NC public safety dogs Inc. in January of 2019. I selected K9 Slick after I put him through some basic tests for working dogs. K9 Slick came from someone in the Burlington area that could not handle him due to his very energetic nature and bite issues. I ran K9 Slick through tests and found that I, as an experienced handler could attempt to handle him. This transition came as I returned a Labrador that did not work out in training. No money was exchanged for this trade between K9's. No money was used to purchase any of the K9's. At the time Sheriff Wilkins made a donation to Mike Craig the owner of NC public safety dogs Inc (a non-profit organization) for all GCSO K9's training. At no time was any money paid for just K9 Slick. At the time I was given K9 Slick, I never received any paperwork giving information about K9 Slick. I asked Mike Craig about K9 Slick and he stated that he came from someone that could not handle him. Mike could not give me any personal information about K9 Slick as to his age or health. K9 Slick is a German Shepherd and his age is estimated by Tabb's Creek Animal Hospital to be around six years old. I feel that this request is justified due to the short working time that is left for K9 Slick due to age and the amount of time and effort I have put into him. K9 Slick has become a part of my family and I feel that he deserves to stay at his home with his handler. I thank you for your time and consideration into this matter.

Sincerely,

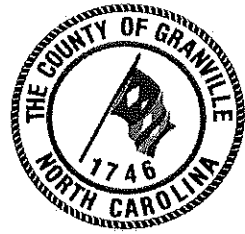
W.R. Parrish

Investigator Sgt. W.R. Parrish
Granville County Sheriffs Office
525 New Commerce Drive
Oxford, N.C. 27565
919-693-3213
wesley.parrish@granvillecounty.org



Office of the Sheriff

"In God We Trust"



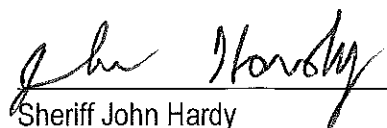
525 NEW COMMERCE DRIVE
OXFORD, N.C. 27565
919-693-3213
919-603-1315 FAX

Canine Ownership Transfer Agreement

This canine ownership transfer agreement, made October 27, 2022, between K9 Sgt. W.R. Parrish and Sheriff John Hardy (Granville County Sheriff's Office), provides as follows:

1. Upon the request of K9 Sgt. W.R. Parrish, the Granville County Sheriff's Office requests that K9 Slick be retired from active service due to the current handler leaving the sheriff's office. It is the recommendation of Sgt. W.R. Parrish that this happens due to the age, health, and mental status of the K9.
2. Sgt. W.R. Parrish was the K9 handler assigned by the Granville County Sheriff's Office to serve, care for, train, and provide medical care on and off duty for K9 Slick.
3. Sgt. W.R. Parrish has requested to assume ownership of K9 Slick from the Granville County Sheriff's Office. If the surplus of K9 Slick is granted, Sgt. W.R. Parrish will assume full financial and welfare responsibility for all care of K9 Slick. Sgt. W.R. Parrish agrees to care for K9 Slick during the time it takes to address the details of the surplus at no cost to Granville County. If the surplus/retirement of K9 Slick is denied, Granville County agrees to reimburse Sgt. W.R. Parrish for any routine and reasonable expenses incurred during the approval waiting period. If the surplus/retirement is approved, Sgt. W.R. Parrish agrees to assume all routine care expenses. Sgt. W.R. Parrish agrees to take all reasonable measures to ensure the safety and care of K9 Slick during the retirement approval waiting period.
4. Sgt. W.R. Parrish agrees to return K9 Slick's kennel to the custody of the Granville County Sheriff's Office regardless of the outcome of the surplus/retirement request.

Now, therefore, the parties agree as follows: The Granville County Sheriff's Office will transfer sole ownership, custody, and responsibility for K9 Slick to Sgt. W.R. Parrish once the surplus agreement is approved and complete. At that time Sgt. W.R. Parrish will accept sole ownership of K9 Slick without reimbursement or compensation. Sgt. W.R. Parrish agrees that he will hold the Granville County Sheriff's Office and the County of Granville harmless from all claims for loss, injury, damages, and liability of whatever kind, caused or alleged to be caused by K9 Slick. Whether Sgt. W.R. Parrish, or any other person is deemed negligent or alleged to be negligent. This is with respects to care, control, supervision, and maintenance. If the surplus/retirement is denied by the County Board, Sgt. W.R. Parrish agrees to surrender ownership of K9 Slick to the Granville County Sheriff's Office.

 10/28/22
Sheriff John Hardy

 10-28-22
Sgt. W.R. Parrish



Granville County Administration

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: November 1, 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: November 3, 2022
Title: Granville County Tourism Development Authority

PURPOSE:

To make appointment/reappointment to the Granville County Tourism Development Authority (TDA).

BACKGROUND:

The Granville County Board of Commissioners establishes a Tourism Development Authority as a public authority to guide the expenditure of Occupancy tax funds and to promote the use and development of County recreational, historic, and tourism resources. The Authority has four (4) members that shall be appointed by the Granville County Board of Commissioners. Two of the four members must be owners or managers of a Granville County hotel or motel. The other members are: one (1) appointed by the Oxford City Council, and one (1) appointed by the Creedmoor City Council and one (1) appointed by the Butner Town Council.

The term of Tejas (TJ) Bhagat (hotel owner) expired in October 2022. There is a second hotel/motel owner position that the TDA is working to find a recommendation.

Others serving:

Harry Mills, ED Director	Granville County
Lauren Roberson, Chamber Director	Granville County
Vacancy, Hotel Owner	Granville County
Korena Weichel, Assistant County Manager	Ex-Officio
Steve McNally, Finance Director	Ex-Officio
Angela Allen, Tourism Development Director	Ex-Officio
Alan Thornton	Oxford's Appointee
Christopher Horrigan	Creedmoor's Appointee
Vickie Smoak	Butner's Appointee

RECOMMENDATION:

The Tourism Development Authority is requesting the reappointment of Tejas "TJ" Bhagat, owner of Best Western Butner-Creedmoor.

ACTION TAKEN:



Granville County Administration

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: November 3, 2022
Title: **Opioid Advisory Committee**

PURPOSE:

To fill the vacant Peer Support Representative on the Opioid Advisory Committee.

BACKGROUND:

The Granville County Opioid Advisory Committee engages in shared leadership and collective action to advance a comprehensive response to opioid and other drug use and the harmful impacts on the community by prioritizing and removing barriers to proven prevention, treatment, and harm reduction strategies, mobilizing existing resources, advise on and advocate for new programs, and encouraging informed and healthy community attitudes.

At the July 5, 2022 Board of Commissioners meeting, the Board approved adding four additional positions to serve on the committee to gain additional expertise and improve outreach to certain demographics. There is one vacancy to be filled.

Others serving:	Andre Oakley	Sheriff's Designee
	David Yancey	Law Enforcement Representative
	Lisa Harrison	Health Director
	Doug Logan	Interim County Manager
	Jimmy Gooch	County Commissioner
	Tim Karan	County Commissioner
	Russ May	County Commissioner
	Bobby Wheeler	Pharmacy Representative
	John Snow	Medical/Hospital Representative
	Scott Phillips	Family Member Representative
	Elliot Clark	Vaya Health, Ex-Officio
	Danielle Harris	Drug-Free Coalition, Ex-Officio
	Ben Mastridge	Behavioral Health Specialist
	Adonica Hampton	Social Services Representative
	Michael Stockwell	Municipal Representative
	Lisa Gilbert	Business Representative
	LaJuana Norfleet	Granville County Public Schools
	Jimmy Minor	Citizen At-Large Representative
	Terry Hobgood	Staff Representative

Christopher Dethmers
David Reichert

Annette Meyers

Granville County Veterans Services Officer
Director of Outpatient Services at R.J. Blackley
Alcohol and Drug Abuse Treatment Center
Citizen at-large

RECOMMENDATION:

The Opioid Advisory Committee recommends Shurondia Williams to fill the vacant peer-support representative position.

ACTION TAKEN:



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: November 3, 2022
Title: **South Granville Memorial Gardens Board of Trustees**

PURPOSE:

To fill the alternate position vacancy on the South Granville Memorial Garden (SGMG) Board of Trustees.

BACKGROUND:

The purpose for which the Board of Trustees is to be formed is to create a cemetery Board of Trustees to maintain and manage certain cemetery property in Granville County under the name of the South Granville Memorial Gardens Association. The affairs of the organization shall be governed by a Board of Trustees composed of seven (7) persons appointed by the Granville County Board of Commissioners to serve at its discretion.

Others serving: James Russell
Elbert Oakley, Jr.
Mary Ann Lunsford
Darlene D. Beck
Rev. John Gooch
Kenneth Bullock
Vickie Smoak

RECOMMENDATION:

The South Granville Memorial Gardens (SGMG) Board of Trustees recommends Lawrence Lunsford to fill the alternate position.

ACTION TAKEN:



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: November 3, 2022
Title: **South Granville Water & Sewer Authority**

PURPOSE:

To appoint/reappoint a member to South Granville Water and Sewer Authority (SGWASA).

BACKGROUND:

Granville County has two (2) representatives on SGWASA. The term of Jimmy Gooch expires November 30, 2022. SGWASA Board Members are appointed for a term of three years by the agencies they represent. Appointments are made so that the Board Member is sworn in at the December SGWASA Board Meeting of the year in which the respective Board Member's term starts.

Others serving: Timothy Karan

ATTACHMENTS:

Letter from SGWASA

ACTION TAKEN:



South Granville Water and Sewer Authority

October 6, 2022

Debra Weary
Clerk to Granville County Board of Commissioners
141 Williamsboro Street
Oxford, NC 27565

Dear Ms. Weary:

Commissioner Jimmy Gooch's term on the South Granville Water and Sewer Authority (SGWASA) Board expires as of November 30, 2022. Commissioner Gooch was fulfilling the unexpired term of former Commissioner Smoak. Typically, the SGWASA Board member serves the full month of November and then the new appointee (or reappointment of the current representative) is sworn in at the SGWASA's December Board meeting.

Per the SGWASA By-Laws, Commissioner Gooch may be re-appointed by the Granville County Commissioners as the SGWASA Board representative for another 3-year term if they so choose. Or the Granville County Commissioners may select a new SGWASA Board representative.

Prior to December 1, 2022 I am requesting the Granville County Commissioners appoint their representative to the SGWASA Board for the next 3-year term (December 2022-November 2025). The Granville County SGWASA appointee will be sworn in at the December 2022 SGWASA Board meeting (or the following scheduled Board meeting.)

Please notify me via email (sschroyer@sgwasa.org) when Granville County makes their appointment. I ask that you also provide me with a copy of the official Board Meeting Minutes documenting the appointment for our permanent record.

Please contact me if you have any questions related to this request.

Sincerely,

Scott N. Schroyer

Scott N. Schroyer, Executive Director
South Granville Water and Sewer Authority

Cc: Commissioner Jimmy Gooch, SGWASA Board Chair



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: November 2, 2022
Title: Veterans Affairs Committee

PURPOSE:

To make an appointment to the Veterans Affairs Committee.

BACKGROUND:

Michael "Mike" Allen (District 1) has resigned and needs to be replaced.

Others serving:	Ronnie Boyd	District 2
	Michael O'Briant Turner	District 6 appointed by 3
	Harriet Morton	District 4
	Michael Scott	District 5
	Allan Strickland	District 6
	Gerard Seibert	District 7
	Lynette Breisacher	Spouse of a Veteran
	Judy Smith	Female Veteran
	Anne Williams	At-Large Member
	Charles Miller	Ernest F. Hart American Legion Post 90
	James E. Hunsuckle	Butner-Creedmoor VFW Post 10777
	Sandra Eaton	Hester-Crews American Legion Auxiliary Unit 166
	Charles Penland	Moses S. Cash American Legion Post 161
	Chris Dethmers	Staff Representative
	Russ May	Commissioner

ACTION TAKEN:



Granville County Administration

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

To: Board of Commissioners
From: Drew Cummings
Department: Administration
Date: November 3, 2022
Title: **Employee Recruitment and Retention Bonuses**

PURPOSE:

To consider approving the proposed repurposing of unspent FY 2022-2023 salary and benefit funds for the purposes of one-time employee bonuses and to authorize the County Manager to plan and execute the delivery of this additional pay to Granville County employees.

BACKGROUND:

For much of the past three years, Granville County has had an employee vacancy rate near or above 20%. Inflation, COVID, higher rates of retirement, and a rapidly changing labor market continue to pose significant challenges to local governments trying to recruit and retain talented employees.

Granville County did conduct a pay and classification study with The MAPS Group in 2019 and was eventually able to implement some of the recommendations, but market changes continue to outpace currently established pay levels at the County.

High vacancy rates in certain, mission-critical County areas such as the Sheriff's Office and Emergency Communications (911) pose particularly urgent risks for the County and many surrounding jurisdictions as well. The Sheriff has consistently brought these operational concerns and proposed needed pay adjustments to the attention of Commissioners and County administration. Following Sheriff Hardy's recommendations, bonuses for recruitment and retention of detention employees (approved in June 2022) proved effective at stabilizing employment in that division, reducing the number of vacancies at the detention facility by 14 in four months.

Vacancy rates in other departments have also made it difficult to maintain the proper number of trained and certified staff, and more generally have meant that many staff have had to forego vacations and other leave in order to keep County facilities operational. Part of this proposal also rewards them for their extraordinary efforts and dedication over the past several years.

While the pay adjustments proposed here are one-time payments in the current year, administration is also studying more permanent pay scale adjustments for recommendation in the FY 2023-2024 budget and beyond.

The total estimated cost of this proposal is \$965,000, is currently available in the FY 2022-2023 budget, and includes all associated recruitment and retention bonuses as well as administrative costs associated with upcoming shifts in the County's pay schedule.

FUNDING:

Sufficient funding for this proposal is available in the current budget as a result of unspent salary and benefit appropriations tied to the County's 20% employee vacancy rate.

RECOMMENDATION:

The County Manager recommends that the Board approve the proposed repurposing of unspent FY 2022-2023 salary and benefit funds for the purposes of one-time employee bonuses and to authorize the County Manager to plan and execute the delivery of this additional pay to Granville County employees.

ACTION TAKEN:



Granville County Administration

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

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

PURPOSE:

Any matters as needed by the County Attorney.

ACTION TAKEN:



Granville County Administration

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

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

PURPOSE:

Board members will make comments.

- Commissioner Karan
- Commissioner Gooch
- Commissioner Jay
- Commissioner Smith
- Commissioner Hinman
- Commissioner May
- Chairman Cozart

ACTION TAKEN:



Granville County Administration

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

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

PURPOSE:

Any other matters as needed.

ACTION TAKEN: