

AGENDA
GRANVILLE COUNTY BOARD OF COMMISSIONERS



Monday, October 16, 2023

Call to order @ 7:00 p.m......Chair Russ May
Invocation and Pledge of Allegiance.....Commissioner Jimmy Gooch

Consent Agenda

1. Surplus Vehicles (p. 3)
2. Surplus Kitchen Equipment (p. 5)
3. Tax Refunds, Releases & Write-offs (p. 9)
4. Excise Stamp Tax Refund (p. 19)
5. Minutes (p. 21)

Introductions, Recognitions and Presentations

6. Introduction of DSS Director (p. 52)
7. Granville ABC Board Update (p. 55)
8. Veterans Affairs Committee and Veterans Services Update (p. 59)
9. Operation Green Light for Veterans (p. 60)
10. Vaya Update (p. 62)

Public Comments

11. Public Comments (p. 72)

Public Hearings

12. Public Hearing- Granville County Land Development Code Text Amendment Petition (p. 73)

Planning Matters

13. Presentation- CAMPO Area Study Proposal (p. 106)

Tax Matters

14. Submit Proposed Real Property Appraisal Manual (p. 113)

Sheriff Matters

15. Grant Application with North Carolina Governor's Highway Safety Program (p. 124)

Project Management

16. Geothermal Building Automation System Repairs and Upgrade - Granville County Cooperative Extension (p. 131)
17. Engineering Evaluations for the Sewer Lift Station - Triangle North Granville Business and Industrial Park (p. 143)

Appointments

18. Parks, Greenways, and Recreation Committee (p. 149)
19. Animal Control Advisory Committee (p. 151)

County Manager's Report

20. County Manager's Report (p. 153)

County Attorney's Report

21. County Attorney's Report (p. 154)

Presentations by County Board Members

22. Presentations by County Board Members (p. 155)

Any Other Matters

23. Any Other Matters (p. 156)

Closed Session

24. Closed Session as allowed by G. S. 143-318.11(a)(6) – Personnel (p.157)



Granville County Finance

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

To: Board of Commissioners
From: Steve McNally
Department: Finance
Date: October 16, 2023
Title: Surplus Vehicles

PURPOSE:

To consider declaring vehicles as surplus to be sold via online auction platform or by Enterprise Fleet Management, if E.F.M. chooses to accept the vehicle(s) for sale.

BACKGROUND:

North Carolina General Statute § 160A-266 requires the Board of Commissioners to formally declare items surplus prior to the sale. Per Granville County's surplus procedures, all vehicles must be approved for sale or transfer by the Granville County Board of Commissioners prior to their sale or transfer.

The vehicles listed below are scheduled to be replaced with Enterprise Fleet Management leased vehicles during the fiscal year. These vehicles, if drivable, will continue to be operated until the replacement E.F.M. vehicle is delivered. At that time, the vehicle will either be put on GovDeals for auction or E.F.M. will attempt to sell them.

VIN	Year	Department	Make	Model	Mileage	Condition
4666	2013	Landfill	Ford	F150	179,555	Body good.
8577	2011	Senior Services	Ford	Fusion	56,893	Good, some motor issues
4667	2013	Landfill	Ford	F150	169,456	Poor - tires, windshield, transmission issues
8654	2008	Emergency Communications	Ford	Expedition EL	173,418	Poor -power steering pump and transmission issues
5639	2014	Inspections	Ford	F150	104,000	fair condition
7798	2016	Inspections	Ford	F150	118,000	fair condition
4620	2005	Soil & Water Conservation	Chevrolet	Silverado	118,474	Fair condition.
8553	2012	Parks and Ground	Ford	F250	89,086	Good condition

4430	2013	Parks and Ground	Ford	F150	66,778	Good condition
6833	2004	Parks and Ground	Chevrolet	Silverado	154,799	Poor condition
3028	2012	Animal Control	Ford	F150 4x4	79,799	Good condition
4128	2016	Animal Control	Ford	F150	165,249	Fair Condition
9385	2012	Animal Control	Ford	F150 4x4 4 door	130,854	Good condition
9609	2019	Animal Control	Ford	F250	113,071	Good condition
3462	2005	Animal Control	Chevrolet	1500	201,270	Body damage, needs battery
8658	2014	Animal Control	Ford	F150 4x4	158,954	Good condition
7181	2016	Economic Development	Honda	Pilot	100,000+	Good condition

RECOMMENDATION:

The Finance Director and the Internal Auditor recommend declaring these vehicles as surplus and sale via online auction platform or by Enterprise Fleet Management, if E.F.M. chooses to accept the vehicle(s) for sale.

ACTION TAKEN:



Granville County Finance

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

To: Board of Commissioners
From: Steve McNally
Department: Finance
Date: October 16, 2023
Title: **Surplus Kitchen Equipment**

PURPOSE:

To consider declaring equipment as surplus to be sold via online auction platform.

BACKGROUND:

North Carolina General Statutes §160A-266 require the Board of Commissioners to formally declare items surplus prior to the sale. Per Granville County's surplus procedures, equipment that has an estimated value of over \$1,000 must be approved for sale or transfer by the Granville County Board of Commissioners prior to their sale or transfer.

The items listed below are located in the old Detention Center kitchen and are no longer needed:

Quantity	Property Description	Estimated Value	Condition
1	Stainless griddle	\$500	Good
1	Commercial Water Heater 250 Gallons	\$1000	Good
1	Commercial Dish Washer	\$750	Good
1	Commercial Deep Fryer (natural gas)	\$750	Good
1	Commercial double oven range & griddle (natural gas)	\$1500	Good
1	Commercial 2 door refrigerator	\$1,650	Good
1	Commercial 3 door refrigerator	\$1,850	Good

RECOMMENDATION:

The Finance Director, Internal Auditor, and County Manager recommend declaring these items as surplus and approving sale via an online auction platform.

ATTACHMENTS:

Surplus Approval Document

ACTION TAKEN:



NOTICE OF SURPLUS PROPERTY FORM

Complete this form in its entirety and submit it to the County Manager, Internal Auditor, and Finance Officer.

Group like property together on one form (ex, furniture, etc.). Use separate forms for dissimilar property.

Department **General Services**

Date **09/27/2023**

Quantity	Property Description (For vehicles, include model year)	Physical Location	Asset Tag #, Serial #, Vin #	Estimated	Condition
			(as applicable)	Value	
1	Commercial Dish Washer	kitchen at old jail		\$750	good
1	Commercial Deep Fryer (natural gas)	kitchen at old jail		\$750	good
1	Commercial double oven range and griddle (natural gas)	kitchen at old jail		\$1500	good
1	Commercial 2 door refrigerator	kitchen at old jail		\$1650	good
1	Commercial 3 door refrigerator	kitchen at old jail		\$1850	good

Reason for Disposition (Select One):

Inoperable/
Unrepairable

☐

Damaged

☐

No Longer
Needed

☒

Cannibalized
(used for parts)

☐

Lost or
Stolen*

☐

* Attach an explanation if reporting property as lost or stolen. Any property reported as lost or stolen with an original cost exceeding \$5,000 requires additional written justification for removal from inventory. Justification must include what actions have been taken to avoid future losses.

Request to Transfer to County Department: _____

Insert primary photo in the space to the right or attach it and any additional photos to the notification email along with this form.

Name and Signature of Submitting Department Head

Drew Cummings

Digitally signed by Drew Cummings
Date: 2023.10.05 13:12:13 -04'00'

County Manager Signature (Authorizing Surplus)

09/27/2023

Date

10/05/2023

Date

FINANCE DEPARTMENT USE ONLY

Non-vehicle property with no value due to damage, etc.

	Date surplus was authorized and submitting department notified to dispose of property.
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Non-vehicle property valued at \$5,000 or less.

	Date notification of available asset provided to other departments.
	Deadline date for county departments to respond (14 days).
	Enter department requesting property transfer (if applicable) and obtain signature below.
	<i>If unclaimed</i> , enter date listed for sale and notification provided to public information officer. Relist as appropriate and attach documentation of listing and results.
	<i>If unsold after 45 days and property is to be offered to a local government or non-profit</i> , enter date notification provided to department to prepare public notice and resolution of conveyance. A sample resolution is available from UNC SOG or county administration.
	<i>If not offered to a local government or non-profit</i> , obtain county manager's declaration signature below. Enter date notification provided to department.

Property Valued Greater than \$5,000 and less than \$30,000 and Vehicles.

	Date notification of available asset provided to other departments.
	Deadline date for county departments to respond (14 days).
	Enter department requesting property transfer (if applicable) and obtain signature below.
	<i>If unclaimed</i> , prepare agenda item and enter date of Board approval to surplus.
	<i>If public sale is authorized</i> , enter date listed and notification provided to public information officer. Relist every 45 days until sold and attach documentation of listing and results.
	<i>If transference to a local government authority or non-profit</i> , enter name of entity.

Property Valued at Greater than \$30,000.

	Date notification of available asset provided to other County departments.
	Deadline for county departments to respond (14 days).
	Name of department requesting property transfer (if applicable). Obtain signature below.
	<i>If unclaimed by another department</i> , prepare agenda item and enter date of Board approval.
	Type of sale authorized <u>Surplus</u> .
	Enter date of sale. Sold to _____.

Name and Signature of Receiving Department Head (if applicable)

09/27/2023

Date

Drew Cummings

 Digitally signed by Drew Cummings
Date: 2023.10.05 13:13:33 -04'00'

10/05/2023

County Manager Signature

Date

(Declaring property has no measurable value to Granville County or to the public)

Finance Officer Signature

Date

(Certification that all County disposition procedures have been followed and the asset removed from the fixed asset list, if applicable. This form shall be retained with the fixed asset records.)



Granville County Tax Administration

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

To: Board of Commissioners
From: Jenny Griffin
Department: Tax Administration
Date: October 16, 2023
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.

Tax refunds: When a person or business overpays their tax bill. Sometimes this is the result of a garnishment.

Tax releases: These are usually due to a clerical error.

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

Refunds	September 21, - October 4, 2023:	\$ 354.05
Releases	September 21, - October 4, 2023:	\$ 255.35
Write-offs (\$2 and less)	September 21, - October 4, 2023:	\$ 12.02

RECOMMENDATION:

The Tax Administrator recommends approval of tax refunds, releases, and write-offs for September 21, 2023, through October 4, 2023.

ATTACHMENTS:

Detailed Refund Report
Detailed Release Report
Detailed Write-off Report

ACTION TAKEN:

RUN DATE: 10/5/2023 11:14 AM

GRANVILLE COUNTY REFUND REPORT

PARAMETERS SELECTED FOR ACTIVITY REFUND REPORT:

TRANSACTION DATE RANGE: 09/21/2023 12:00:00 AM - 10/04/2023 12:00:00 AM

PAYMENT DATE RANGE:

USER/OPERATOR:

TAX DISTRICT(S):

BILL YEAR RANGE:

BILL# RANGE:

BILL TYPE: Both

SORT BY: Transaction Date

RELEASE NUMBER ONLY:No

PAYMENT TYPE: ,ACH - ACH,Card - Credit Card,Cash -
Cash,Check - Check,DSO - DSO,EPA - EPA,MOrder - Money
Order,OPM - OPM,PPAY - PPAY,WEB - WEB

RUN DATE: 10/5/2023 11:14 AM

GRANVILLE COUNTY REFUND REPORT

NAME	BILL NUMBER	PAYMENT TYPE	AMOUNT	OPER	DATE TIME
14392321 LEWIS MAGGIE HEIRS 1216 ALPHA RD HENDERSON, NC 27536	2023-27999	RP: 192205186289	69.09	TYRELL	9/22/2023 3:45:11 PM
BARBARA CHAVIS FOR VALERIE MAHOMES REFUND RECIPIENT: BARBARA J CHAVIS WALK IN OVERPAYMENT 114 MERIDAN WAY HENDERSON NC 27537					
84881301 TOVAR JAVIER FAJARDO ROSALIA 2548 SMITH RD OXFORD, NC 27562	2023-28737	RP: 180900284518	158.77	Autoagent	9/25/2023 10:21:50 AM
** VOIDED **					
REFUND RECIPIENT:					
3226 OWENS ROY L 3700 BEN MIL CT FRANKLINTON, NC 27525-8396	2023-202000	PERSONAL PROPERTY	196.94	TYRELL	9/29/2023 10:12:53 AM
COUNTY OF FRANKLIN REFUND RECIPIENT: ROY OWENS MAIL OVERPAYMENT 3700 BEN MIL CT FRANKLINTON NC 27525 8396					
84491101 DLP MARIA PARHAM PHYSICIANS MARIA PARHAM WOMEN'S CARE - #16815 14400 METCALF AVE OVERLAND PARK, KS 66223-2989	2023-40463	PERSONAL PROPERTY	9.00	CTH	10/2/2023 10:55:52 AM
MARIA PARHAM HEALTH REFUND RECIPIENT: MARIA PARHAM HEALTH MAIL OVERPAYMENT 566 RUIN CREEK RD HENDERSON NC 27536					

RUN DATE: 10/5/2023 11:14 AM

GRANVILLE COUNTY REFUND REPORT

NAME	BILL NUMBER	PAYMENT TYPE	AMOUNT	OPER	DATE TIME
3494301 GRAY WILBUR L GRAY NANCY B 2504 SMITH RD OXFORD, NC 27565	2022-2109	RP: 180900084150	75.02	CTH	10/2/2023 11:38:37 AM
GRANVILLE COUNTY PUBLIC SCHOOLS REFUND RECIPIENT: NANCY GRAY, MAIL OVERPAYMENT 2504 SMITH RD OXFORD NC 27565					
850 BOSWELL CHARLES ERVIN 7055 OLD WEST LN OXFORD, NC 27565-5998	2020-56586	PERSONAL PROPERTY	4.00	CTH	10/2/2023 3:07:34 PM
FIRST CITIZENS BANK / BANK ATTACHMENT - CHARLES BOSWELL REFUND RECIPIENT: ERVIN C BOSWELL OVERPAYMENT 7055 OLD WEST LN OXFORD NC 27565					
TOTAL REFUNDS PRINTED:	512.82				
TOTAL VOID REFUNDS:	-158.77				
TOTAL:	354.05				

VOIDED REFUND AMOUNTS OF REFUNDS NOT IN 9/21/2023 - 10/4/2023

NAME	BILL NUMBER	AMOUNT	OPER	PAYMENT TYPE	DATE	TIME	REFUND DATE
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TOTAL VOID REFUNDS:

RUN DATE: 10/5/2023 11:15 AM

PARAMETERS SELECTED FOR FINANCE RELEASES REPORT:

TRANSACTION DATE RANGE: 09/21/2023 12:00:00 AM - 10/04/2023 12:00:00 AM

BILL TYPE: Both

BILL YEAR/NUMBER RANGE:

PRINT TOTALS ONLY: No

USER/OPERATOR:

EXCLUDE USERS/OPERATORS:

SORT ORDER: Name

REPORT TITLE:

1 Granville County Tax	241.79
58 Oxford City	2.84
Fire Rescue	10.72
61 Oxford Parking Dist	0.00
Total	255.35

Release Refund Detail

Name	Bill#	Reason	District	Amount
BOFI HOLDING INC	2022-252302	COMPANY MERGED WITH AXOS BANK. SHOULD NOT HAVE BEEN BILLED	CI58ADVL TAX	1.29
BOFI HOLDING INC	2022-252302	COMPANY MERGED WITH AXOS BANK. SHOULD NOT HAVE BEEN BILLED	CI58PEN FEE	0.13
BOFI HOLDING INC	2022-252302	COMPANY MERGED WITH AXOS BANK. SHOULD NOT HAVE BEEN BILLED	C ADVL TAX	1.69
BOFI HOLDING INC	2022-252302	COMPANY MERGED WITH AXOS BANK. SHOULD NOT HAVE BEEN BILLED	C PEN FEE	0.17
BOFI HOLDING INC	2023-200648	COMPANY MERGED WITH AXOS BANK. SHOULD NOT HAVE BEEN BILLED.	C ADVL TAX	1.69
BOFI HOLDING INC	2023-200648	COMPANY MERGED WITH AXOS BANK. SHOULD NOT HAVE BEEN BILLED.	C PEN FEE	0.17
BOFI HOLDING INC	2023-200648	COMPANY MERGED WITH AXOS BANK. SHOULD NOT HAVE BEEN BILLED.	CI58ADVL TAX	1.29
BOFI HOLDING INC	2023-200648	COMPANY MERGED WITH AXOS BANK. SHOULD NOT HAVE BEEN BILLED.	CI58PEN FEE	0.13
DORE ALLAN JOHN	2023-201534	MR. DORE'S WIFE CALLED TO SAY BOAT WAS SOLD IN 2019 AFTER HE HAD MASSIVE STROKE.	C ADVL TAX	66.09
DORE ALLAN JOHN	2023-201534	MR. DORE'S WIFE CALLED TO SAY BOAT WAS SOLD IN 2019 AFTER HE HAD MASSIVE STROKE.	C PEN FEE	6.61
DORE ALLAN JOHN	2023-201534	MR. DORE'S WIFE CALLED TO SAY BOAT WAS SOLD IN 2019 AFTER HE HAD MASSIVE STROKE.	FR ADVL TAX	4.72
DORE ALLAN JOHN	2023-201534	MR. DORE'S WIFE CALLED TO SAY BOAT WAS SOLD IN 2019 AFTER HE HAD MASSIVE STROKE.	FR PEN FEE	0.47
ELLIOTT ALLEN DALE	2022-253572	DISC IN ERROR. DUPLICATE BILLING. BILLED UNDER ACCT#1020723	C PEN FEE	5.96
ELLIOTT ALLEN DALE	2022-253571	DISC IN ERROR. DUPLICATE BILLING. BILLED UNDER ACCT#1020723	C ADVL TAX	31.36
ELLIOTT ALLEN DALE	2022-253573	DISC IN ERROR. DUPLICATE BILLING. BILLED UNDER ACCT#1020723	C ADVL TAX	28.30
ELLIOTT ALLEN DALE	2022-253573	DISC IN ERROR. DUPLICATE BILLING. BILLED UNDER ACCT#1020723	C PEN FEE	2.83
ELLIOTT ALLEN DALE	2022-253573	DISC IN ERROR. DUPLICATE BILLING. BILLED UNDER ACCT#1020723	FR ADVL TAX	2.02
ELLIOTT ALLEN DALE	2022-253573	DISC IN ERROR. DUPLICATE BILLING. BILLED UNDER ACCT#1020723	FR PEN FEE	0.20
ELLIOTT ALLEN DALE	2022-253571	DISC IN ERROR. DUPLICATE BILLING. BILLED UNDER ACCT#1020723	C PEN FEE	9.41
ELLIOTT ALLEN DALE	2022-253572	DISC IN ERROR. DUPLICATE BILLING. BILLED UNDER ACCT#1020723	C ADVL TAX	29.79
GORDON EARL ALLEN	2023-201736	1990 RAVE BOAT DISC IN ERROR.	C ADVL TAX	2.52
GORDON EARL ALLEN	2023-201736	1990 RAVE BOAT DISC IN ERROR.	C PEN FEE	0.25
GORDON EARL ALLEN	2023-201736	1990 RAVE BOAT DISC IN ERROR.	FR ADVL TAX	0.18
GORDON EARL ALLEN	2023-201736	1990 RAVE BOAT DISC IN ERROR.	FR PEN FEE	0.02
HARRIS HAYWOOD T	2023-201872	MH IS VACANT WITH NO ELECTRICITY AND SHOULD BE VALUED AS \$500.00 WITH NO WASTE FEE.	C ADVL TAX	4.20
HARRIS HAYWOOD T	2023-201874	MH IS VACANT WITH NO ELECTRICITY AND SHOULD BE VALUED AS \$500.00 WITH NO WASTE FEE.	C ADVL TAX	4.20
HARRIS HAYWOOD T	2023-201874	MH IS VACANT WITH NO ELECTRICITY AND SHOULD BE VALUED AS \$500.00 WITH NO WASTE FEE.	C PEN FEE	0.84
HARRIS HAYWOOD T	2023-201874	MH IS VACANT WITH NO ELECTRICITY AND SHOULD BE VALUED AS \$500.00 WITH NO WASTE FEE.	FR ADVL TAX	0.30
HARRIS HAYWOOD T	2023-201874	MH IS VACANT WITH NO ELECTRICITY AND SHOULD BE VALUED AS \$500.00 WITH NO WASTE FEE.	FR PEN FEE	0.06

RUN DATE: 10/5/2023 11:15 AM

HARRIS HAYWOOD T	2023-201875	MH IS VACANT WITH NO ELECTRICITY AND SHOULD BE VALUED AS \$500.00 WITH NO WASTE FEE.	C ADVLTAX	4.20
HARRIS HAYWOOD T	2023-201875	MH IS VACANT WITH NO ELECTRICITY AND SHOULD BE VALUED AS \$500.00 WITH NO WASTE FEE.	C PEN FEE	0.42
HARRIS HAYWOOD T	2023-201875	MH IS VACANT WITH NO ELECTRICITY AND SHOULD BE VALUED AS \$500.00 WITH NO WASTE FEE.	FR ADVLTAX	0.30
HARRIS HAYWOOD T	2023-201875	MH IS VACANT WITH NO ELECTRICITY AND SHOULD BE VALUED AS \$500.00 WITH NO WASTE FEE.	FR PEN FEE	0.03
HARRIS HAYWOOD T	2023-201872	MH IS VACANT WITH NO ELECTRICITY AND SHOULD BE VALUED AS \$500.00 WITH NO WASTE FEE.	C PEN FEE	1.68
HARRIS HAYWOOD T	2023-201873	MH IS VACANT WITH NO ELECTRICITY AND SHOULD BE VALUED AS \$500.00 WITH NO WASTE FEE.	C ADVLTAX	4.20
HARRIS HAYWOOD T	2023-201873	MH IS VACANT WITH NO ELECTRICITY AND SHOULD BE VALUED AS \$500.00 WITH NO WASTE FEE.	C PEN FEE	1.26
MILES DALE	2023-41134	DUPLICATE BILLING. SWMH WAS BILLED AS REAL PROPERTY #097800738809	FR ADVLTAX	1.21
MILES DALE	2023-41134	DUPLICATE BILLING. SWMH WAS BILLED AS REAL PROPERTY #097800738809	C ADVLTAX	16.91
OAKLEY BARBARA M	2017-82216		C ADVLTAX	-39.98
OAKLEY BARBARA M	2017-82216	GARNISHMENT FEE POSTED IN ERROR	C ADVLTAX	39.98
RBC BANK/PNC BANK	2022-75045	POSTED GARNISHMENT FEE IN ERROR	FR61ADVL TAX	1044.96
RBC BANK/PNC BANK	2022-75045		FR61ADVL TAX	-1044.96
WINSTON CARL ANTHONY	2023-201682	DISC IN ERROR. BILL OF SALE PROVIDED	FR ADVLTAX	0.54
WINSTON CARL ANTHONY	2023-201683	DISC IN ERROR. BILL OF SALE PROVIDED	C ADVLTAX	7.21
WINSTON CARL ANTHONY	2023-201683	DISC IN ERROR. BILL OF SALE PROVIDED	C PEN FEE	0.72
WINSTON CARL ANTHONY	2023-201683	DISC IN ERROR. BILL OF SALE PROVIDED	FR ADVLTAX	0.51
WINSTON CARL ANTHONY	2023-201683	DISC IN ERROR. BILL OF SALE PROVIDED	FR PEN FEE	0.05
WINSTON CARL ANTHONY	2023-201682	DISC IN ERROR. BILL OF SALE PROVIDED	FR PEN FEE	0.11
WINSTON CARL ANTHONY	2023-201682	DISC IN ERROR. BILL OF SALE PROVIDED	C ADVLTAX	7.59
WINSTON CARL ANTHONY	2023-201682	DISC IN ERROR. BILL OF SALE PROVIDED	C PEN FEE	1.52

PARAMETERS SELECTED FOR ACTIVITY REPORT:

TRANSACTION DATE RANGE: 09/21/2023 12:00:00 AM - 10/04/2023 12:00:00 AM
PAYMENT DATE RANGE:
BATCH KEY RANGE:
BILL TYPE: Both
BILL YEAR/NUMBER RANGE:
DISTRICT/TYPE/FEE:
TRANSACTION TYPE:
TOWNSHIP:
CITY:
STATUS:
EXCLUDE STATUS:
USER/OPERATOR:
HISTORY TYPE: 07 - Underpayment
EXCLUDE USER/OPERATOR:
PAYMENT SOURCE TYPE:
PRINT TOTALS ONLY: No
SORT ORDER: Transaction Date
PRINT COMMENTS: N

ACCOUNT#:
ACCOUNT NAME:
LOCATION:
Print Payment Breakdown:No
CHECK NUMBER:
TRANS AMOUNT FROM:
TRANS AMOUNT TO:

DATE	TIME	BILL#	Statuses	ACCOUNT	NAME	OPER	TYPE	PYMT DATE	SOURCE	CHK#	TAX	INTEREST	TOTAL
09/21/2023	13:16:13	2023-35048		2867	HERNANDEZ GUZMAN RUTH X	TYRELL	Payment	09/21/2023	walk-in		0.77		0.77
											TOTAL TRANSACTION:		0.77
09/21/2023	14:25:30	2023-201459		43203301	CLIFTON DURWYN	TYRELL	Payment	09/21/2023	walk-in		0.07		0.07
											TOTAL TRANSACTION:		0.07
09/25/2023	10:34:23	2023-25430		1071413	JUDITH M SEARS TRUST NO 1	TYRELL	Payment	09/25/2023	mail	01090	0.01		0.01
											TOTAL TRANSACTION:		0.01
09/30/2023	23:00:09	2023-400066		23736301	WILKINS ANN B	ARCLEAR	Write Off	09/30/2023			0.31		0.31
											TOTAL TRANSACTION:		0.31
09/30/2023	23:00:09	2023-200755		34168201	PLATINUM DATA SYSTEMS	ARCLEAR	Write Off	09/30/2023			1.40		1.40
											TOTAL TRANSACTION:		1.40
09/30/2023	23:00:09	2023-400068		10849308	STEVENS GAYLE	ARCLEAR	Write Off	09/30/2023			1.21		1.21
											TOTAL TRANSACTION:		1.21
09/30/2023	23:00:09	2023-201115		87338301	MCI METRO ACCESS TRANS SERV	ARCLEAR	Write Off	09/30/2023			0.62		0.62
											TOTAL TRANSACTION:		0.62
09/30/2023	23:00:09	2023-201149		87362304	SOUTHERN EXPRESS INC	ARCLEAR	Write Off	09/30/2023			0.57		0.57
											TOTAL TRANSACTION:		0.57
09/30/2023	23:00:09	2023-201152		87362304	SOUTHERN EXPRESS INC	ARCLEAR	Write Off	09/30/2023			0.89		0.89
											TOTAL TRANSACTION:		0.89
09/30/2023	23:00:09	2023-201191		2240	TROLLEYS INC DBA SUNWAY CHARTERS	ARCLEAR	Write Off	09/30/2023			0.62		0.62
											TOTAL TRANSACTION:		0.62
09/30/2023	23:00:09	2023-201194		2240	TROLLEYS INC DBA SUNWAY CHARTERS	ARCLEAR	Write Off	09/30/2023			0.77		0.77
											TOTAL TRANSACTION:		0.77
09/30/2023	23:00:09	2023-201205		87371301	VERIZON SOUTH INC	ARCLEAR	Write Off	09/30/2023			1.84		1.84
											TOTAL TRANSACTION:		1.84
09/30/2023	23:00:09	2023-400119		6727305	CURRIN WAYNE B	ARCLEAR	Write Off	09/30/2023			0.68		0.68
											TOTAL TRANSACTION:		0.68
09/30/2023	23:00:09	2023-400118		6727305	CURRIN WAYNE B	ARCLEAR	Write Off	09/30/2023			0.68	0.05	0.73
											TOTAL TRANSACTION:		0.73
09/30/2023	23:00:09	2023-400117		6727305	CURRIN WAYNE B	ARCLEAR	Write Off	09/30/2023			0.63	0.11	0.74
											TOTAL TRANSACTION:		0.74
09/30/2023	23:00:09	2023-400116		6727305	CURRIN WAYNE B	ARCLEAR	Write Off	09/30/2023			0.63	0.16	0.79
											TOTAL TRANSACTION:		0.79
											11.70	0.32	12.02
GRAND TOTALS											11.70	0.32	12.02

USER	TOTALS
ARCLEAR	11.17
TYRELL	0.85

All Payments

TAX YEAR	TOTALS
2023	12.02



Granville County

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

To: Board of Commissioners
From: Kathy Taylor
Department: Register of Deeds
Date: October 16, 2023
Title: Excise Stamp Tax Refund

PURPOSE:

Refund of excise stamp tax that was paid twice by customer in error. Madison Title Agency recorded the deed twice and paid tax both times. Tax was not due on the second recording.

BACKGROUND:

Excise stamp tax is paid according to purchase price of property. The tax is paid upon recording of the deed. When more tax is paid than is due, the customer may file a written refund request with the County Commissioners within six months, per North Carolina General Statute § 105-228.37(a).

RECOMMENDATION:

Register of Deeds recommends refund of excise stamp tax to Madison Title Agency in the amount of \$1041.00.

ATTACHMENTS:

Request for Refund

ACTION TAKEN:



MADISON TITLE AGENCY

A Madison Commercial Real Estate Services™ Company

Tel. 877.4.MADISON

Fax. 732.905.9420

1125 Ocean Avenue
Lakewood, NJ 08701

Email. info@madisontitle.com
www.madisontitle.com

August 30, 2023

Reference: MTANC-190512
Highway 158/Oxford Road
Oxford, NC 27565
Roxford LLC

Good afternoon,

I am reaching out to you regarding an e-recorded package for Property ID **095400945219**. We had this deed recorded on Aug. 25th and paid the fees including the taxes. Subsequently an error was discovered on the document which required us to resubmit for recording. The county advised us to resubmit the deed even though we had already paid the tax on the initial recording, as we would not be liable for taxes on the resubmission. On Aug. 25th we once again submitted the corrected deed and was duly recorded. We are now reaching out to you to request a refund of \$1,041.00 for the tax paid a second time for this same deed, as advised by the County.

We appreciate your assistance in this matter.

Thank you,

Tzvi Zombek
Madison Title Agency, LLC
Post Closer
TZombek@madisontitle.com
732-333-2518



Granville County Administration

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: October 16, 2023
Title: Minutes

PURPOSE:

To approve minutes of the June 19, 2023 and July 10, 2023 Regular Meetings.

RECOMMENDATION:

County Manager recommends approval.

ATTACHMENTS:

June 19, 2023 Draft Minutes

July 10, 2023 Draft Minutes

ACTION TAKEN:

GRANVILLE COUNTY BOARD OF COMMISSIONERS
JUNE 19, 2023
GRANVILLE EXPO AND CONVENTION CENTER
4185 US Highway 15 South, Oxford, North Carolina

PRESENT:

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

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

CALL TO ORDER

At 7:00 p.m., Chair Russ May called the meeting to order. Commissioner Jimmy Gooch had the invocation and led the Pledge of Allegiance.

CONSENT AGENDA

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

A. Approved budget #8 for fiscal year 2022-2023:

Budget Amendment #8
06/19/2023

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

GENERAL FUND

Expenditures: Increase/(Decrease)	
General Government	
IT	(12,523)
Board of Elections	(17,600)
Finance	23,223
Human Resources	500
Internal Auditor	1,000
Register of Deeds	20,462
General Services	1,000
Public Safety	
Sheriff's Department	130,572
Detention Center	(50,000)
Emergency Management	7,000
911 Operations	(50,000)
Addressing / GIS	1,000
Animal Control	19,000
Community Services	
Soil Conservation Program	2,000
4-H Best	1,800
County Library System	8,600
Jonesland Park Operation	5,700
Planning	5,500
Inspections	7,000
Human Services	
Social Services	(25,000)
Veterans Services	2,000
Oxford Senior Center	2,600
Senior Center - South	4,200
Area Projects and Other Appropriations	
Non-Departmental	163,695

Revenues: Increase/(Decrease)		
Investment Earnings & Operating Transfers In	251,729	
<i>Total Revenues</i>		251,729

LANDFILL

Expenditures: Increase/(Decrease)		
Landfill Operations	4,000	
<i>Total Expenditures</i>		4,000

Revenues: Increase/(Decrease)		
Appropriated Fund Balance	4,000	
<i>Total Revenues</i>		4,000

			Budget Amendment #8		Balance
(For reference only)					
General Fund/Multiple departments					
Expenditures: Increase/ (Decrease)					
10 4110	121	Salaries	2,200		85,220
10 4125	121	Salaries	500		146,729
10 4130	121	Salaries	1,200		310,262
10 4135	121	Salaries	1,000		79,610
10 4260	121	Salaries	1,000		160,121
10 4330	121	Salaries	7,000		255,933
10 4350	121	Salaries	7,000		574,099
10 4380	121	Salaries	19,000		415,579
10 4396	121	Salaries	1,000		64,966
10 4910	121	Salaries	5,500		312,430
10 4961	121	Salaries	2,000		54,246
10 5820	121	Salaries	2,000		89,356
10 5831	121	Salaries	1,800		46,825
10 5860	121	Salaries	2,600		346,757
10 5870	121	Salaries	4,200		59,726
10 6110	121	Salaries	8,600		648,978
10 6130	121	Salaries	1,000		223,936
10 5300	121	Salaries	(25,000)		4,581,872
10 4122	121	Salaries	(15,000)		252,011
10 4120	121	Salaries	(10,000)		454,353
10 4170	121	Salaries	(17,600)		189,506

Description: Reallocate salary funds between departments to cover the four day overlap in pay, as part of the payroll conversion from monthly to bi-weekly so that no department will exceed its salary budget.

General Fund/Sheriff					
Expenditures: Increase/ (Decrease)					
4310	122	Overtime	100,000		182,500
4320	121	Salaries	(50,000)		1,752,490
4390	121	Salaries	(50,000)		910,000

Description: Reallocate salaries funds between public safety departments to cover overtime expenditures incurred the Sheriff department.

General Fund/IT					
Expenditures: Increase/ (Decrease)					
10 4122	845	Expenditure: Subscriptions	2,477		2,477

Revenues: Increase/ (Decrease)					
10 3800	000	Other Financing Sources: Subscription	\$2,477		2,477

General Fund/Register of Deeds					
Expenditures: Increase/ (Decrease)					
10 4180	845	Expenditure: Subscriptions	\$20,462		20,462

Revenues: Increase/ (Decrease)					
10 3800	000	Other Financing Sources: Subscription	\$20,462		22,939

General Fund/Recreation					
Expenditures: Increase/ (Decrease)					

10 6130	845	Expenditure: Subscriptions	\$6,065	6,065
10 6130	853	Initial Implementation Stage Outlay	(1,365)	(1,365)
Revenues: Increase/ (Decrease)				
10 3800	000	Other Financing Sources: Subscription	\$4,700	27,639
General Fund/Sheriff				
Expenditures: Increase/ (Decrease)				
10 4310	845	Expenditure: Subscriptions	29,290	29,290
Revenues: Increase/ (Decrease)				
10 3800	000	Other Financing Sources: Subscription	\$29,290	56,929
General Fund/Finance				
Expenditures: Increase/ (Decrease)				
10 4130	845	Expenditure: Subscriptions	22,023	22,023
Revenues: Increase/ (Decrease)				
10 3800	000	Other Financing Sources: Subscription	\$22,023	78,952
General Fund/Sheriff				
Expenditures: Increase/ (Decrease)				
10 4310	845	Expenditure: Subscriptions	1,282	1,282
Revenues: Increase/ (Decrease)				
10 3800	000	Other Financing Sources: Subscription	\$1,282	80,234
General Fund/Non-Departmental				
Expenditures: Increase/ (Decrease)				
10 8540	845	Expenditure: Subscriptions	338,305	338,305
10 8540	853	Initial Implementation Stage Outlay	(166,810)	(168,175)
Revenues: Increase/ (Decrease)				
10 3800	000	Other Financing Sources: Subscription	\$171,495	251,729

Description : Per GASB 96 requirements, recognize the expenditure and corresponding funding for the creation of Subscription Based Information Technology Agreement (SBITA) assets for the following agreements:

Department	Arrangement
Information Technology	KnowB4
Register of Deeds	Indexing System
Parks and Grounds	CivicRec
Sheriff	RMS
Finance	DebtBook
Sheriff	BioMetric Scanning
Non-Department	Tyler - Software - HR -Payroll

Landfill				
Expenditures: Increase/ (Decrease)				
60 4725	121	Salaries	2,000	179,842
60 4729	121	Salaries	2,000	49,058
Revenues: Increase/ (Decrease)				
60 3991	991	Appropriated Fund Bal	\$4,000	1,944,000

Description: Provide funding to cover the four day overlap in pay, as part of the payroll conversion from monthly to bi-weekly.

INTRODUCTIONS, RECOGNITIONS, AND PRESENTATIONS

Board Recognized Jonathan David “JJ” Hayes, Jr.

The Board recognized Jonathan David “JJ” Hayes, Jr. for achieving Eagle Scout's rank and his academic and community accomplishments. Jonathan “JJ” Hayes was found worthy of the rank of Eagle Scout on April 20, 2023. The Eagle Scout Court of Honor will be held on June 24, 2023. Chair May invited Mr. Hayes, Jr. to come forward where he was met by Chair May and Commissioner Karan. Chair May read the following proclamation and presented it on behalf of the Board:

Proclamation Honoring Eagle Scout Jonathan David Hayes, Jr.

WHEREAS, rising high school senior Jonathan David Hayes, Jr., took the old Steve Miller Band’s song “Fly Like an Eagle” to heart. His strong integrity and humility can be attributed to him being a member of the Scouts at an early age, but it began with the insight of his parents Jon and Danielle Hayes, noticing and nurturing his talents; and

WHEREAS, ten years of service in Troop 416, Jonathan worked his way up to serve in many leadership positions, including Senior Patrol Leader, Troop Guide, Assistant Senior Patrol Leader, Patrol Leader, and Chaplain’s Aid, all while in the same decade, he was also serving his community by working on different community projects; and

WHEREAS, with his sense of community, JJ as he is so lovingly called, worked on projects such as: helping with replacing one of the roofs at the Oxford Masonic Home for Children, helping build a horse shelter at the Shepherd Youth Ranch in Creedmoor, NC, and assisting in collecting

and retiring hundreds of American Flags in the Creedmoor, Butner and Stem communities, and lending a hand in many other beautification and clean-up projects, but this by no ways eclipse his achievements as a Scout in Troop 416; and

WHEREAS, JJ has been awarded the National Outdoor Achievement Award for Camping and the National Outdoor Achievement Award for Hiking; and with at least 25 nights of camping, hundreds of trekked miles behind him, community service, and good citizenship, Jonathan David Hayes, Jr., achieved the Rank of Eagle Scout. He, of course, went above the required 21 Merit Badges to achieve the Eagle Scout rank. He acquired 56; and

WHEREAS JJ's way of excellence filtered over into his academics as a member of the National Honor Society and the National Technical Honor Society. He is also a Scholar Athlete and is graduating in the top 10 of his 2024 senior graduating class at South Granville High School, and along the way, he played JV Football and Soccer; and

WHEREAS, as Captain of the Varsity Wrestling team, he led his team to two consecutive conference tournament championships, and represented South Granville at the NCHSAA Individual 2A Regional Tournament and the 2A State Tournament, placing him in the top 16 wrestlers in the state of NC in his weight class; and

NOW, THEREFORE, BE IT RESOLVED, that the Granville County Board of Commissioners, extends its sincere congratulations to Jonathan David Hayes, Jr. for achieving the rank of Eagle Scout and for his academic and community accomplishments.

Board Recognized Keegan Rapp, Lead For North Carolina Fellow

Assistant County Manager Korena Weichel commented on Keegan Rapp's contribution to Granville County during his 2022-2023 Lead for North Carolina Fellowship. She said that it is hard to believe it has been almost a year since the county office introduced Keegan to the Board; however, the Lead for North Carolina fellowship program year ends on June 30, 2023, and Keegan will be leaving Granville County to pursue certification to teach English as a foreign language and begin teaching abroad at a rural high school in Japan for one year. She provided the following additional biographical information. Keegan's next educational goal is to attend the UNC-Chapel Hill MPA program. During his time with Granville County this past eleven months, Keegan worked with Administration, Library, and Cooperative Extension on various assignments. He managed the request for proposals process for the Granville Athletic Park ADA transition plan, provided research and editorial content for the strategic plan updates and other county projects, persevered to eventually sign on 29 partners for the Library System's Farm to Fridge program, and assisted with numerous teen leadership initiatives.

Chair May made comments and presented a certification to Mr. Rapp on behalf of the Board that read:

This certificate of recognition awarded to Keegan Rapp from 2022-2023, lead for North Carolina Fellow in appreciation for your outstanding service during your fellowship at Granville County, North Carolina, presented this 19th day of June 2023.

Board members thanked Mr. Rapp.

PUBLIC COMMENTS

Paul Blalock, 1593 Tally Ho Road, Stem, spoke against the Stem ETJ. He said it is an important issue to him and that he guessed most are at the Stem meeting tonight to voice their opposition, but he chose to come before the Board as it will eventually come to this Board for approval or denial. He said most feel it is a stepping stone to annexation. Citizens have received a letter from the Kerr Tar Council of Government regarding a public hearing which states that if the ETJ is passed, residents will have to follow Stem's zoning ordinances. He said he thinks we all understand growth is needed but he prefers controlled growth because of the challenges we may face if we grow too fast. He said they feel like they are in better hands if Granville County keeps control of zoning.

Michaela Wilkins, 3145 Tump Wilkins Road, Stem, said that her great-great-grandfather Thaddeus Tump Wilkins bought enough land to ensure that his family would forever have a home and that their road was named after him. She said that the family has been on the land for five generations and that they would like to continue to stay for generations to come. She emphasized that even those family members who had left have since returned. She said that she went to Durham Academy and then to Meredith College in Raleigh, where she received a double major and graduated with honors, then came back home to Granville County because it is home, and it is where she wanted to be. She, along with her brother, have inherited their land from their father and they have plans to build a homestead and farm on it. She said the ETJ, if passed, jeopardizes their dreams and calls into question the goals that she has had her entire life. She has traveled the world, and there is no place she'd rather call home. She said the people of Stem are not opposed to sustainable growth, but that the ETJ would call their way of life into question, and that they know what is sustainable is the way that they have lived on the land for 100 years.

Cheryl Blauch, 3109 Tump Wilkins Road, Stem, opposed the ETJ. She said she has reviewed the UDO and sent emails to the commissioners about her opposition. She said she appreciates the work and knows the Board has many decisions to make and she thanked them. She said that the Stem ETJ is personal to so many citizens as they will be directly impacted. The residents are saying loud and clear they do not want Stem ETJ. She said the Board can vote no as the residents are saying they do not want it. She said she hopes that Granville County will still manage the rural areas in addition to its plan for growth. She said they understand there will be growth and asked that the county retain jurisdiction over the rural properties to protect our desired lifestyle, free from unnecessary restrictions.

Carsyn Woelk, 2047 Stoneridge Drive, Stem, made the following comments and presented a copy to the Board:

I am a 22-year-old land and homeowner. 3 years ago, I was blessed to be given land by my husband's parents to put a house on for when we get married to live and raise a family in. My father-in-law's dream was to buy enough land for all his children and grandchildren to live on. Very sadly and suddenly both of my parents passed away a year and a half ago and left us to deal with everything. We vowed to protect their home and honor it. As a 20-year-old with this responsibility I did not know what to do but I learned. Standing here today I will be overlooked and judged for my age, but I have learned that I have a voice. Even as a 22-year-old, I understand what is going on around me and of the threat the Stem ETJ has on not just mine but my late parent's property. Between me being a preschool teacher, and my husband running a lawn care business and the expense of our parents passing we don't bring home much. Therefore, if the Stem ETJ were to be established this would threaten our land, home and finances which we go to bed nightly worrying about. And this is not just my household but every person sitting behind me is faced with the same. From 20 to 40 to 60 to 80 we are all in the building for the same reason, to protect our properties. I don't know your situation, but I do know you have a home you're going to after this. You will wind down and rest in your bed tonight. Just know as you lay in your bed thinking about tomorrow, we are stressing and going to bed worried about our future of the very place we call home.

Larry Eaton, 4688 Belltown Road, Oxford, said that he attended the Special Joint Meeting of the Granville County Parks, Greenways and Recreation and Board of Commissioners. He said that during the presentation, he was asked to move by Assistant County Manager. He was told that the seats were reserved. He said he was embarrassed and humiliated. He said he wrote a letter and took it to give to Mr. Cummings. He then read a timeline for delivering his complaint to the Administration office.

GRANT MATTERS

Board Approved the Home and Community Care Block Grant

Senior Services Director Kathy May asked the Board to consider approving the Local County Funding Plan for the fiscal year 2023-2024 Home and Community Care Block Grant. She said the Housing and Community Care Block Grant is the largest outside funding source for the Department of Senior Services, and it is allocated yearly for special services such as congregate and home-delivered nutrition, transportation, and in-home aid services as well as a few other services. Allocations for the upcoming fiscal year were stated at \$511,231, which is the current year budget. They have not received an updated amount for the next fiscal year. They do believe that amount will be larger, but they are using it as a placeholder until they can get the exact figure and noted that this is a combination of federal and state money that is distributed to them through the Area Agency on Aging, which is under the umbrella of the Kerr-Tar Regional Council of Governments; the local match was already included in the budget. She said on May 22nd, she met with their funding plan committee, which is a committee that is appointed by this Board, and that Commissioner Gooch attended that meeting. The committee distributed the \$511,000 between allowable services in the way that would best serve our senior population. She referenced the list of services and the recommended distribution of funds in the agenda packet, stating that money can be moved around throughout the year as needed. She requested Board approval of the county funding plan in the agenda packet.

Motioned by Commissioner Sue Hinman, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board approved the distribution of the fiscal year 2023-2024 Home and Community Care Block Grant in the amount of \$511,251 and the required County match of \$56,806.

SHERIFF MATTERS

Board Approved Appointment of Robert David Fountain, III as a Detention Officer

Rob Bailess spoke on behalf of Sheriff Fountain who was at home celebrating his son's birthday and Juneteenth. Mr. Bailess explained that the Sheriff's Office was requesting that the Board of Commissioners approve the hiring and appointment of Robert David Fountain III, the son of Sheriff Fountain, as a Detention Officer. He explained that pursuant to North Carolina General Statute 153A-103 the Board of Commissioners must approve the appointment by such an officer of a relative by blood or marriage of nearer kinship than first cousin. He presented the following background and qualification information on Robert Fountain III. Robert Fountain III is the son of Sheriff Robert Fountain and seeks employment as a Detention Officer with the Granville County Sheriff's Office. Robert Fountain III is currently attending Greensboro College and is projected to graduate in December 2023 with a degree in criminal justice. Additionally, from April through August of 2022, he served as a seasonal police officer with the Ocean City Maryland Police Department where he received a provisional law enforcement certificate. When he served as a seasonal police officer, he was duly sworn and had full law enforcement authority. He attended six weeks of Consolidated Criminal Justice training at the Eastern Shore Criminal Justice Academy in Maryland, where he went over such topics as policy, ethics, use of force, firearms, criminal code, and arrest powers for law enforcement officers. Mr. Bailess personally recommended Mr. Fountain III to the Board, stating that in his experience serving on hiring boards at the county and federal level, Mr. Fountain III is highly qualified for the position of Detention Officer.

Commissioner Williford asked if Mr. Fountain III would finish school and then be hired, or if he would be hired right away. Mr. Bailess responded that the Sheriff's Office is looking for immediate employment and that Mr. Fountain III will be finishing up the remainder of his studies online and then will be graduating at the end of the term in December.

Commissioner Karan asked to clarify if this is an open competitive hiring process with standards.

Mr. Bailess replied, yes, that it is his understanding that Mr. Fountain III filled out an application with personnel, meeting all the requirements of such for the position. He further added that Mr. Fountain III's appointment with Ocean City was very rigorous as they did a full background psych test and polygraph, and it was very competitive and that to gain such an appointment is impressive.

Commissioner Karan stated that he was making sure that our hiring process was an open competitive process.

Chair May then asked if there are current openings and Mr. Bailess confirmed that there are current openings in both detention and deputy roles.

Chair May asked, being that Sheriff Fountain alone can hire and fire, if the Sheriff is or will take all appropriate steps to ensure that after this Detention Officer is hired, he will remove himself from that process.

Mr. Bailess confirmed that this would be handled in a different manner and then referred to Chief Buster for further clarification.

Chief Buster stated that the Sheriff would not have any direct supervision of his son, that Mr. Fountain III would be transferred to the Detention Chief Jailer, and the Sheriff would not take place in any personnel matters pertaining to his son.

Commissioner Gooch asked if we had this situation before with previous Sheriffs.

County Attorney Wrenn stated that it is his understanding that previous Sheriffs have employed relatives, but that he is not aware of any previous Sheriffs coming before the Board as required by statute. He stated that at least one previous sheriff had a son who was employed as a deputy and that he did not recall the matter coming before the Board but suggested that the Clerk could speak about what is in the minutes.

Commissioner Cozart concurred with Attorney Wrenn, saying that he recalled relatives who were next of kin working for the Sheriff but does not recall them coming before the Board.

Chair May summarized that Robert Fountain III is highly qualified, will soon have a college degree, completed 251 hours of law enforcement training as a provisional police officer in Ocean City, Maryland, and had a thorough background conducted which included a polygraph exam in the previous employment.

Motioned by Commissioner Tony W. Cozart, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board approved the hiring and appointment of Robert David Fountain, III as a Detention Officer pursuant to NC General Statute §153A-103 as follows:

Pursuant to North Carolina General Statute §153A-103, each sheriff and register of deeds elected by the people has the exclusive right to hire, discharge, and supervise the employees in his office. However, the board of commissioners must approve the appointment by such an officer of a relative by blood or marriage of nearer kinship than first cousin.

SOCIAL SERVICES MATTERS

Board Approved the Approval of Purchase of DSS Support Furniture

Interim Social Services Director Dana Mustain-Lyles gave the following background information on furniture for the move to 143 Williamsboro Street, Oxford. The Department of Social Services Child Support Services is in the process of relocating to a new facility that will provide an updated work structure and environment for the public and staff. The furniture and office are needed to ensure adequate needs of the staff and to serve the clients. She referenced the price quotes, adding that Uline provided the furniture for the Creedmoor office, but did not provide any

assembly or cleaning services and neither does Office Depot nor National Business. She noted that Taylor Business was hired for assembly and cleanup for the Creedmoor office.

ULINE	\$38,800.00 before taxes (assembly and clean-up not included)
OFFICE DEPOT	\$31,443.00 before taxes (assembly and clean-up not included)
NATIONAL BUSINESS	\$38,800.00 before taxes (assembly and clean-up not included)
TAYLOR BUSINESS	\$33,884.17 before taxes (assembly and clean-up included)

She explained that they initially did not make a budget request for this as they thought the Child Support incentive funding could be used, but they were informed by the State Controller’s office that those funds could not be used because the furniture and equipment could not be personalized for sole use by Child Support as sometimes county furniture and office equipment is recycled and used for other departments.

County Attorney Wrenn asked to clarify if the funds would be all county funds, or if there would be any sort of federal funding. Ms. Mustain-Lyles confirmed that the funds would be all county funds.

Motioned by Commissioner Tony W. Cozart, seconded by Commissioner Sue Hinman, and unanimously carried, the Board approved furniture and office items for the new DSS Child Support location at 143 Williamsboro Street from Taylor Business Products in the amount of \$33,884.17 that includes assembly and removal of debris, from county funds upon review of the County Manager and County Attorney.

SOLID WASTE MATTERS

Board Awarded and Approved the Brush Grinding Contract

Environmental Services Director Jason Falls asked the Board to approve the brush grinding award and contract. Mr. Falls provided the following information. Granville County receives wood and yard wastes at the Oxford and Butner multi-material facilities from residents and commercial businesses. Grinding is typically done once per year for each location and the majority is resold back to the public as mulch. However, there are times when a surplus of mulch is available causing issues such as fires and leachate seepage. He noted that included in this bid was an option to transfer ground mulch to an end user. The current contract for brush grinding services expires this year. Staff rebid the contract for brush grinding services for both the Oxford and Butner Landfill for a term of 5 years and received a handful of interest with two submitted bids. He read the following summary of bids which was listed in the agenda packet.

Fiscal Years	Simmons and Simmons	Wilson Logging and Grading
FY2023-24	Grinding \$20/ton; Transport \$10.50	Grinding \$28/ton; Transport \$30.00
FY2024-25	Grinding \$21/ton; Transport \$10.50	Grinding \$29.12/ton; Transport \$31.20
FY2025-26	Grinding \$21.75/ton; Transport \$11.50	Grinding \$30.28/ton; Transport \$32.45
FY2026-27	Grinding \$22.84/ton; Transport \$11.50	Grinding \$31.49/ton; Transport \$33.74
FY2027-28	Grinding \$23.90/ton; Transport \$12.00	Grinding \$32.75/ton; Transport \$35.09

Mr. Falls provided the following funding information. This RFP (request for purchase) was advertised per the informal bidding guidelines specified by both Granville County policy and state law. Proposals were reviewed by both the County Attorney and County Manager. Funding is available for one grinding event/location for fiscal year 2023-2024 and in subsequent years funding will be presented as a budget line item in the continuation budget each year after for approval. He then gave his recommendation.

Motioned by Commissioner Sue Hinman, seconded by Commissioner Robert Williford, and unanimously carried, the Board approved awarding the brush grinding contract to Simmons and Simmons Management, Inc. at the below-quoted rates for the upcoming budget year as well as subsequent fiscal years.

Fiscal Year	\$/Ton
FY2023-24	Grinding Cost \$20.00; Transport \$10.50
FY2024-25	Grinding Cost \$21.00; Transport \$10.50
FY2025-26	Grinding Cost \$21.75; Transport \$11.50
FY2026-27	Grinding Cost \$22.84; Transport \$11.50
FY2027-28	Grinding Cost \$23.90; Transport \$12.00

APPOINTMENTS

Board Approved Reappointment to the Aeronautics Authority of the City of Henderson, City of Oxford, County of Granville, and County of Vance

After clarification about term limits being none for this board, the Board voted.

Motioned by Commissioner Robert Williford, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board approved the reappointment of Jonathan Carver to the Aeronautics Authority of the City of Henderson, City of Oxford, County of Granville, and County of Vance.

Board Approved Reappointments to the Granville County Fire Department Commission

Chair May said that the purpose is to make appointments or reappointments to the Granville County Fire Commission. Chair May amended the record to reflect that the terms of Andy Culbreth [Northern Region SME (Subject Matter Expert) – Fire & Emergency Services Representative], Chip Fudge [Central Region-Citizen At-large] and Richard Ray [Southern Region SME (Subject Matter Expert) - Fire & Emergency Services Representative] expire in July.

Motioned by Commissioner Timothy Karan, seconded by Commissioner Jimmy Gooch, and unanimously carried, the Board reappointed Andy Culbreth [Northern Region SME (Subject Matter Expert) – Fire & Emergency Services Representative], Chip Fudge [Central Region-Citizen At-large] and Richard Ray [Southern Region SME (Subject Matter Expert) - Fire & Emergency Services Representative] to the Granville County Fire Commission.

Board Held Jury Commission Appointment

Chair May said that the purpose is to make an appointment to the Granville County Jury Commission. He read the background information. Chair May confirmed that Commissioner Gooch may have an appointee but has not received a commitment and asked the Board to hold this time.

Board Approved Reappointment to the Granville County Planning Board

Chair May said that the terms of Adam Brewer (District 2), Howard Tyler (District 4), and Justin Milstein (District 7) have expired. He explained that Mr. Brewer was appointed to fill an unexpired term, Mr. Milstein resigned, and Mr. Tyler retired after 28 years of service and needs to be replaced. There were no applications on file.

Commissioner Cozart (District 4) and Commissioner Williford (District 7) did not have any nominations at this time. Commissioner Williford explained that Mr. Brewer would like to be reappointed.

Motioned by Commissioner Robert Williford, seconded by Commissioner Timothy Karan, and unanimously carried, the Board approved the reappointment of Adam Brewer (District 2) to the Granville County Planning Board.

Board Approved Reappointments to Kerr-Tarr Workforce Development Board

Chair May said that the terms of Sara Lloyd (Higher Education), Gordon Agingu (Division of Vocational Rehabilitation), Monica Satterwhite (Wagner-Peyser Act representative), Pastor Phillip Betts (Community-Based Organization), and Tana Chamberlain (Private Industry) have been endorsed by Workforce Development Director Lou Grillo for reappointment. He referred to a recommendation letter received from Lou Grillo that was included in the agenda packet.

Motioned by Commissioner Zelodis Jay, seconded by Commissioner Robert Williford, and unanimously carried, the Board reappointed Sara Lloyd (Higher Education), Gordon Agingu (Division of Vocational Rehabilitation), Monica Satterwhite (Wagner-Peyser Act representative), Pastor Phillip Betts (Community-Based Organization), and Tana Chamberlain (Private Industry).

Board Approved Appointments to Vance-Granville Community College Board of Trustees

Chair May said that the purpose is to make an appointment to the Board of Trustees of Vance-Granville Community College. He provided the following background information. The trustees of each Community College institution shall constitute the local administrative board of such institution, with such powers and duties as are provided in General Statute 115D-20 and as delegated to it by the State Board of Community Colleges. The term of Deborah Butler expires June 30, 2023 and she does not wish to be reappointed. There are two applications on file – Victoria Bradsher (District 2) and Keith Shearon (District 6).

Commissioner Williford stated that Ms. Bradsher had applied for several appointments and has since been appointed to the Board of Adjustment.

Motioned by Commissioner Timothy Karan, seconded by Commissioner Robert Williford, and unanimously carried, the Board appointed Keith Shearon (District 6) to the Vance-Granville Community College Board of Trustees.

Board Approved Appointments to NACo Voting Delegate

Chair May said that the purpose is to select a NACo (National Association of Counties) Voting Delegate. He provided the following background information. The NACo Annual Conference is scheduled for July 21-24, 2023, in Travis County, Texas. A voting delegate needs to be selected to represent Granville County at the annual business meeting. During the meeting, credentialed NACo members elect NACo officers, set our national policy agenda, and conduct other association business.

Commissioner Cozart said that Commissioner Jay and Commissioner Hinman are attending the conference, that Commissioner Hinman did a good job previously, and he recommended Commissioner Sue Hinman.

Motioned by Commissioner Tony W Cozart, seconded by Commissioner Zelodis Jay, and carried by a vote of 6-1, Commissioner Sue Hinman opposed, the Board selected Commissioner Sue Hinman as the NACo (National Association of Counties) Voting Delegate.

COUNTY MANAGER'S REPORT

Board Approved Amplifund Grant Management Software Contract

County Manager Drew Cummings requested approval to purchase access to the Amplifund grant-seeker and grant-management platform, approve the associated service contract, and authorize the County Manager to execute it. Mr. Cummings provided the following background information. Granville County has utilized eCivis to search for grants for much of the past decade and it has started not to meet our needs in a variety of ways. County Administration staff spent several months evaluating grant management platforms that may be capable of meeting the county's needs. Amplifund was identified as the only other comparable platform providing a grant management solution to city, county, and state governments. As an additional benefit, Cherry Bekaert (whose services were recently contracted by Granville County to evaluate county financial practices associated with federal and state funding) highly recommends Amplifund and will provide best practices to utilize this software to protect the county from liability and remain in compliance with federal and state regulations.

During user tests, Administration staff determined that Amplifund offered easier import of financial data directly from the county's financial management software. This will provide a more automated and seamless financial reporting and tracking system. The grant-seeking side of the Amplifund platform provides a more advantageous pricing structure of unlimited licenses

available under one fee. This pricing model will allow the county to provide grant management system access to all departments easily without changing the total cost. Amplifund will allow as many department contacts as needed, plus the easy addition of external grant managers at a cost of \$14,500 per year (price is guaranteed for 3 years). He recommended approval of the purchase of this software and authorizing him to execute the purchase contract.

Motioned by Commissioner Jimmy Gooch, seconded by Commissioner Tony W. Cozart and unanimously carried, the Board approved purchasing access to the Amplifund grant-seeker and grant-management platform and approval of the associated service contract for a total cost of \$66,100 that includes a yearly subscription of \$14,500 per year for four years and a one-time implementation cost of \$8,100 with funds in the 2023-2024 budget.

Board Approved Fire Department Contract

County Manager Cummings said that this item is for approval of the template Fire Department contract. He explained that this is the culmination of approximately nine months of work. He explained that this is a template contract, and there may be final tweaks and that our municipal or quasi-municipal departments may also have slightly different contracts based on their different situations. He said he thinks that the completion of this contract represents a critical step forward towards organized and efficiently funded fire protection in Granville County. He explained that if the Board approves this, then it will be put back in the in the hands of each department for final review and signature and we can move forward into next fiscal year with signed fire contracts and, hopefully, use of the additional fire tax funds that are available for daytime fire drivers and other enhancements.

Motioned by Commissioner Jimmy Gooch, seconded by Commissioner Sue Hinman, and unanimously carried, the Board approved a Fire Department Contract template for fire protection in Granville County and authorized the County Manager and County Attorney to make minor tweaks if necessary before distributing the contracts to departments for execution.

COUNTY ATTORNEY’S REPORT

Board Approved the Final Order Granting Major Special Use Permit

County Attorney Wrenn said that this item is for approval of the final order granting the major special use permit. He provided the following background information. At the regular meeting held on June 5, 2023 the Board approved a Major Special Use Application for Cellco Partnership d/b/a Verizon Wireless to place a 199-foot lattice wireless communication tower with a fenced equipment compound on property owned by Lawrence and Anita Dixon specifically identified as tax parcel map number #096600067049, on property located at 7133 Lester McFarland Road. The final Order Granting Major Special Use Permit document needs to be approved. A final order drafted by the County Attorney’s office evidencing the Board’s decision to grant a Special Use Permit has been provided to the Board, and it has been reviewed by the Planning Director and by Tom Johnson, attorney for the applicant.

Motioned by Commissioner Zelodis Jay, seconded by Commissioner Robert Williford, and unanimously carried, the Board approved the final order granting the major special use permit for Cellco Partnership d/b/a Verizon Wireless.

GRANVILLE COUNTY

BOARD OF COMMISSIONERS

ORDER GRANTING MAJOR SPECIAL USE PERMIT

On the date listed below, the Board of Commissioners for Granville County (the “Board”) met and held an evidentiary hearing to consider the following application.

Applicant:	Cellco Partnership, dba Verizon Wireless
Owners of record	Lawrence R. Dixon and Anita G. Dixon (as of date of hearing)

Property Location:	7133 Lester McFarland, Oxford, NC 27565
Tax Parcel Id. Number:	096600067049
Legal Description:	See attached Exhibit "A"
Proposed Use of Property:	New Wireless Support Structure
Meeting Date:	June 5, 2023

Having heard and reviewed all the evidence and arguments presented at the hearing, the Board finds that the application is complete and that, based upon the evidence presented, the proposed new wireless support structure complies with all of the applicable requirements of the Granville County Land Development Ordinance (the "Ordinance") for the use proposed, specifically including, but not limited to, the standards in Chapter 32 of the Ordinance and the specific requirements for the proposed use set out in Article IX (Wireless Telecommunications Facilities) of Chapter 32 of the Ordinance. Therefore, the Board grants the application to make use of the above-described property for the purpose indicated herein and the same is hereby approved, subject to all applicable provisions of the Ordinance and the terms hereinafter set forth.

In making this decision, the Board reviewed the six standards in Ordinance § 32-1101, including the specific requirements for the proposed use set out in Article IX (Wireless Telecommunications Facilities) of Chapter 32 of the Ordinance. Having heard the evidence presented at this hearing, the Board makes the following **FINDINGS OF FACT** (collectively the "Findings of Fact"):

1. That the following documents and exhibits were submitted into evidence: (i) Applicant's Granville County Major Special Use Permit Application dated on or around April 12, 2023, including all attachments and addendums thereto (the "SUP Application"); (ii) Telecommunications Site Review report dated April 25, 2023 prepared by CityScape Consultants, Inc. consisting of eighteen (18) pages (the "Consultant's Report"); (iii) Affidavit from David Brown, Senior Network Performance Manager and Engineer with Verizon Wireless; (iv) Letter dated May 18, 2023 from Amy R. Herbst, Senior Design Engineer with Sabre Industries (the "Sabre Industries Letter"); and (v) Letter dated June 2, 2023 from David Brown, Senior Network Performance Manager and Engineer with Verizon Wireless addressed to Barry Baker, County Planning Director.
2. The SUP Application, included but without limitation, the following: (i) numerous engineered and construction drawings from Kimley-Horn and Associates, Inc. and others for Project # 20212222004; Site No. 678584; Site Name: Jaguar; (ii) Ordinance Compliance Statement and Narrative for Site Name and Number – Jaguar # 678584 submitted by Faulk & Foster o/b/o Applicant (the "Ordinance Compliance Statement and Narrative"); (iii) Affidavit dated January 26, 2023 from John Yeagley, Site Acquisition Manager with Chase Real Estate Services (the "Yeagley Affidavit"); (iv) FAA 1-A Survey Certification dated April 16, 2021 completed by Summit Design and Engineering Services; (v) Inability to Collocate Statement submitted by Chase Real Estate Services; (vi) Fully Executed and Redacted Lease Agreement with Underlying Property Owner; (vii) Report of Title issued by Fidelity National Title, including attachments thereto; (viii) Impact Study for Proposed Telecommunications Facility completed by Faulk & Foster dated November 29, 2021 containing approximately 44 pages (the "Real Estate Impact Study"); (ix) NEPA Review and Approval Documents prepared by Terracon Consultants, Inc. containing approximately 148 pages; and, (x) Additional Miscellaneous Documents, including but not limited to: Photo Simulation Images; Radio Frequency Report prepared by Pramira; NCDOT Driveway Permit; Published Balloon Test Notices; Neighborhood Community Meeting Notifications; Response to Conditions for Permit Approval submitted by Faulk & Foster o/b/o Applicant; and Zoning Vicinity Map.
3. At the evidentiary hearing, an oral amendment to the SUP Application was made on behalf of the Applicant requesting to change from a lattice construction to a monopole construction and said amendment was accepted by the Board. Pursuant to said oral amendment, the Applicant proposes to construct a new one hundred ninety-five (195)-foot monopole wireless communication tower with a fenced compound.
4. Thomas H. "Tom" Johnson, Jr. ("Tom Johnson") of the law firm of Williams Mullen represented the Applicant.
5. That the following persons provided sworn testimony to the Board concerning the application for major special use permit: (i) Tom Johnson, attorney for Applicant; (ii) Elizabeth Herrington-Smith, Consultant for CityScape Consultants, Inc., Granville County's consultant (the "Consultant"); (iii) David Brown, Senior

Network Performance Manager and Engineer with Verizon Wireless; and, (iv) Barry Baker, Granville County Planning Director.

6. That the Applicant is requesting a major special use permit to allow a new wireless support structure on property that is zoned AR-40, which use is allowed under the Ordinance but only with a major special use permit.
7. That the Applicant is seeking a major special use permit to develop a new wireless support structure on the Property herein described in accordance with the site plan attached to the SUP Application accepted into evidence.
8. That based on the SUP Application and other documents submitted into evidence, the Consultant's Report, and the testimony of witnesses, the Applicant has (i) satisfactorily demonstrated why a site of a higher priority was not selected in accordance with Ordinance § 32-572; (ii) shown that requirements for a new wireless support structure as set out in the Ordinance have been met; and (iii) met, satisfied, and/or complied with the general requirements set out in Article IX (Wireless Telecommunications Facilities) of Chapter 32 of the Ordinance.
9. That the Applicant has consented and agreed in writing that before final permitting can occur that the following conditions be met and satisfied (the following conditions, specifically subsections (a)-(e) set out below, are hereafter collectively referred to as the "SUP Conditions").
 - a. Applicant shall provide a final construction-ready set of Construction Drawings, signed and sealed by a North Carolina Professional Engineer;
 - b. Applicant shall provide a structural analysis report signed and sealed by a North Carolina structural Professional Engineer, confirming that the tower will support the Applicant's tower-mounted equipment and similar equipment for at least three (3) wireless carries in accordance with applicable EIA/TIA-222 structural standards;
 - c. Applicant shall provide a letter from a structural Professional Engineer with the manufacturer of the tower stating that the tower will be engineered for a fall radius of less than or equal to 150 feet, and;
 - d. The Applicant shall submit a new Determination of No Hazard from the FAA for a structure height of 199 feet above ground, stating that the structure does not require aviation obstruction marking and lighting, and;
 - e. Applicant shall submit a signed letter from a qualified person from Verizon stating that in the event that interference is caused to another telecommunications service, Verizon agrees to fully cooperate with the entity experiencing interference to identify and correct, to the extent reasonably possible, any issues caused by the Verizon installation.
10. That no one appeared in opposition to the proposed new wireless support structure.

Based on the foregoing Findings of Fact, the Board makes the following conclusions as to each standard set forth in Section 32-1101 of the Ordinance:

1. All applicable specific conditions pertaining to the proposed use contained in Article IX of Chapter 32 have been or will be satisfied.

The Board unanimously finds, based on the testimony and other evidence presented, including but not limited to Findings of Fact set forth above, which are hereby incorporated by reference as if fully set forth herein, that the applicant's proposed use of the property will conform to the standards set out above and in Article IX (Wireless Telecommunications Facilities) of Chapter 32 of the Ordinance. Specifically, the Board notes the testimony given and the information set forth in the Ordinance Compliance Statement and Narrative, the Consultant's Report, the Yeagley Affidavit, the Sabre Industries Letter, and the SUP Application. No competent evidence, as defined in N.C. Gen. Stat. §160D-1402, was presented in opposition to this finding. The Board unanimously finds that the evidence shows that this finding has been met.

2. Access roads or entrance and exit drives are or will be sufficient in size and properly located to ensure automotive and pedestrian safety and convenience, traffic flow, and control and access in case of fire or other emergency.

The Board unanimously finds, based on the testimony and other evidence presented, including but not limited to the Findings of Fact set forth above, which are hereby incorporated by reference as if fully set forth herein, that the proposed access and exit drives will be sufficient to meet this requirement. No competent evidence, as defined in N.C. Gen. Stat. §160D-1402, was presented in opposition to this finding. Specifically, the Board notes the testimony given and the information set forth in the Ordinance Compliance Statement and Narrative, the Consultant's Report, and the SUP Application. The Board unanimously finds that the evidence shows that this finding has been met.

3. Off-street parking, loading, refuse and other service areas are located so as to be safe and convenient, allow for access in case of emergency, and to minimize economic, glare, odor and other impacts on adjoining properties in the general neighborhood.

The Board unanimously finds, based on the testimony and other evidence presented, including but not limited to the Findings of Fact set forth above, which are hereby incorporated by reference as if fully set forth herein, that off-street parking, loading, refuse and other service areas, to the extent applicable, are located so as to be safe and convenient, allow for access in case of emergency, and to minimize economic, glare, odor, and other impacts on adjoining properties in the general neighborhood. Specifically, the Board notes the testimony given and the information set forth in the Ordinance Compliance Statement and Narrative, the Consultant's Report, the Real Estate Impact Study, and the SUP Application. No competent evidence, as defined in N.C. Gen. Stat. §160D-1402, was presented in opposition to this finding. The Board unanimously finds that the evidence shows that this finding has been met.

4. Utilities, schools, fire, police, and other necessary public and private facilities and services will be adequate to handle the proposed use.

The Board unanimously finds that the evidence shows that this finding has been met. The Board unanimously finds, based on the testimony and other evidence presented, including but not limited to the Findings of Fact set forth above, which are hereby incorporated by reference as if fully set forth herein, that utilities, fire, police, and emergency services, and other necessary public and private facilities and services, will be adequate to handle the proposed use. Specifically, the Board notes the testimony given and the information set forth in the Ordinance Compliance Statement and Narrative, the Consultant's Report, the Real Estate Impact Study, and the SUP Application. No competent evidence, as defined in N.C. Gen. Stat. §160D-1402, was presented in opposition to this finding. The Board unanimously finds that the evidence shows that this finding has been met.

5. The location and arrangement of the use on the site, screening, buffering, landscaping and pedestrian ways harmonize with adjoining properties and the general area and minimize adverse impact.

The Board unanimously finds, based on the testimony and other evidence presented, including but not limited to the Findings of Fact set forth above, which are hereby incorporated by reference as if fully set forth herein, that the location and arrangement of the use on the site, screening, buffering, landscaping and pedestrian ways harmonize with adjoining properties and the general area and minimize adverse impact. Specifically, the Board notes the testimony given and the information set forth in the Ordinance Compliance Statement and Narrative, the Consultant's Report, the Real Estate Impact Study, and the SUP Application and in addition thereto, the Board notes that the site is in a rural area with natural forest and vegetation surrounding the site. No competent evidence, as defined in N.C. Gen. Stat. §160B-393, was presented in opposition to this finding. The Board unanimously finds that the evidence shows that this finding has been met.

6. The type, size and intensity of the proposed use, including such considerations as the hours of operation and number of people who are likely to utilize or be attracted to the use, will not have significant adverse impacts on adjoining properties or the neighborhood.

The Board unanimously finds, based on the testimony and other evidence presented, including but not limited to the Findings of Fact set forth above, which are hereby incorporated by

reference as if fully set forth herein, that the type, size and intensity of the proposed use will not have significant adverse impacts on adjoining properties or the neighborhood. Traffic in and out of the site will be minimal and adequate setbacks exist to protect neighbors. Specifically, the Board notes the testimony given and the information set forth in the Ordinance Compliance Statement and Narrative, the Real Estate Impact Study, and the SUP Application. No competent evidence, as defined in N.C. Gen. Stat. §160D-1402, was presented in opposition to this finding. The Board unanimously finds that the evidence shows that this finding has been met.

Based upon the evidence presented, the Board unanimously finds that the proposed use meets the requirements set out in the Ordinance for the reasons stated above and, as a result, grants the Applicant's application for a major special use permit, subject to the SUP Conditions hereinabove set forth.

IT IS THEREFORE ORDERED that the application for a major special use permit referenced herein be **GRANTED, SUBJECT TO THE SUP CONDITIONS SET OUT ABOVE**, and the same shall be binding on them and their respective heirs and successors in interest.

EXHIBIT A

The property upon which the proposed Wireless Telecommunications Facility is to be located is known as Granville County Tax Map Number 096600067049 and being that certain tract or parcel of land more particularly described at deed recorded at Deed Book 1361, Page 219 of the Granville County Registry, to which reference is hereby made for a more particular description thereof.

Board Approved Amendment to Substitute Equipment on Charlie Stovall Road Tower

County Attorney Wrenn said that this item is to consider approval of an amendment to substitute equipment on the Charlie Stovall Road tower. The request has been reviewed and approved by the County's consultant, Cityscape, and the Planning Director. Attorney Wrenn's office has reviewed and approved it and Verizon has reviewed and approved it as well.

Motioned by Commissioner Zelodis Jay, seconded by Commissioner Jimmy Gooch, and unanimously carried, the Board an amendment to Communications Site Lease Agreement between Granville County and Cellco Partnership d/b/a Verizon to substitute equipment on the Charlie Stovall Road Tower.

County Attorney's Report

County Attorney Wrenn said that he had matters for closed sessions that included a personnel matter.

BOARD PRESENTATIONS

Commissioner Cozart acknowledged Keegan Rapp and JJ Hayes. He said that he attended J.F. Webb and South Granville graduations and that it never gets old to see young people have their day. He said that he appreciated the teachers, parents, and administrators who made it all possible. He expressed excitement for what the Auction Direct opportunities will do for our whole community, particularly the CTE auto mechanics program and for the young people who are interested in that work. He added that to have that facility with those salaries is very exciting for Granville County. He thanked Economic Development, and everyone who had a hand in it, for their hard work.

Commissioner Karan acknowledged Keegan Rapp. He said that he has two outstanding appointments on the Human Relations Commission and one on the Economic Development Commission and encouraged interested persons to forward their applications to the clerk's office and noted that applications are available on the website. He also mentioned openings on the Butner Planning Board ETJ (extraterritorial jurisdiction) member and Butner Board of Adjustment ETJ member, which are not his appointments but appointments by the Board from the county. He said he could not find a difference between the current county zoning and what is proposed in the ETJ of Stem and asked that if somebody can find where there is a difference to please let him know. He emphasized that with the ETJ it would not be incumbent upon people to come up

to the standard, the time that would happen would be when they wanted to do a project of some sort. He said he understands people have fears and encouraged them to reach out to him.

Commissioner Gooch acknowledged Keegan Rapp. He congratulated all the high school graduates in all schools within the county. He said that we would likely experience rapid growth in the future. By comparison, he referenced the rapid growth that Wake Forest experienced when it went from just over 5,000 people in the 90s to 50,000 in 2021 and commented that watching Wake Forest grow over 30 years has been scary.

Commissioner Jay said that starting July 1, Randy Cantor will be the new director at KARTS. He acknowledged Keegan Rapp. He said that the Environmental Affairs Board is asking the Board of Commissioners what they would like them to start studying, and he said he would appreciate an answer by the next meeting in July. He offered a happy-belated Father's Day to all the fathers.

Commissioner Williford acknowledged Keegan Rapp and the Hayes family.

Commissioner Hinman acknowledged Keegan Rapp and JJ Hayes. She said that she was at the elder abuse awareness meeting the prior Thursday, and she learned a lot. She urged everyone to remember that elder abuse is against the law, and if we see or hear any of any type of elder abuse and we do not report it, we could be in just as much trouble as the abuser. She said she attended the Webb, South Granville, Granville Central, and Granville Academy high school graduations and that it is good to see young people graduate, and that hopefully they will come back and be a part of this community.

Chair May said he is thankful for our volunteer fire departments and that on this date they fought a significant fire on Tom Hunt Road involving four or five departments. He emphasized that about 98 or 99 counties have already initiated a fire tax to improve their fire departments and that we have a lot of ground to cover but we are going to do everything we can to help our volunteers. He acknowledged Keegan Rapp and the Hayes family. He commended the South Granville boy's baseball team for being a state runner-up this year. He said that he is very happy with our economic development team and Auction Direct USA and added that it is incredible to bring high-paying, high-skilled jobs to Granville County. He acknowledged Keegan Rapp and the Hayes family. He said that he, along with Commissioner Cozart and Ms. Hayes, visited Janie Preddy who is not feeling well, and noted that she is a retired educator. He said they presented her with a proclamation acknowledging the fantastic work she has done on behalf of the citizens around the county to educate our children. He addressed Planning Director Barry Baker regarding CAMPO and the Highway 56 meeting and said he hopes that they can get the study from Butner to Louisburg and get that approved so that they can identify what they can do to get that corridor date moved up because 2025 is too late. He thanked the people who attended with ETJ concerns and said that the Board was listening, and noted they are not dismissive of anything that they were saying. He added that the matter has not formally come before the board and that until it does it would be inappropriate for them to discuss it in a manner that would be unfair to either body. He explained that is why they do not have a commitment from the board at this point.

ANY OTHER MATTERS

There are no other matters.

CLOSED SESSION

Upon a motion by Commissioner Robert Williford, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board went into closed session as allowed by N.C.G.S. 143-318.11(a) (3) and (6) for attorney-client and personnel matters.

RETURN TO OPEN SESSION

Upon motion by Commissioner Sue Hinman, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board returned to open session.

ADJOURNMENT

Upon motion by Commissioner Sue Hinman, seconded by Commissioner Jimmy Gooch, and unanimously carried, the Board adjourned at 9:13 p.m.

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

ATTEST:

Russ May, Chair

DRAFT

GRANVILLE COUNTY BOARD OF COMMISSIONERS
JULY 10, 2023
GRANVILLE EXPO AND CONVENTION CENTER
4185 US Highway 15 South, Oxford, North Carolina

PRESENT:

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

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

CALL TO ORDER

At 7:00 p.m., Chair Russ May called the meeting to order. Commissioner Zelodis Jay had the invocation and led the Pledge of Allegiance.

Chair Russ May read the following excerpt from the Declaration of Independence.

The unanimous Declaration of the thirteen United States of America,

When in the Course of human events, it becomes necessary for one people to dissolve the political bands which have connected them with another, and to assume among the powers of the earth, the separate and equal station to which the laws of Nature and of Nature's God entitle them, a decent respect to the opinions of mankind requires that they should declare the causes which impel them to the separation.

We hold these truths to be self-evident, that all men are created equal, that they are endowed by their Creator with certain unalienable Rights, that among these are Life, Liberty and the pursuit of Happiness...

We, therefore, the Representatives of the United States of America, in General Congress, Assembled, appealing to the Supreme Judge of the world for the rectitude of our intentions, do, in the Name, and by Authority of the good People of these Colonies, solemnly publish and declare, That these United Colonies are, and of Right ought to be Free and Independent States; that they are Absolved from all Allegiance to the British Crown, and that all political connection between them and the State of Great Britain, is and ought to be totally dissolved; and that as Free and Independent States, they have full Power to levy War, conclude Peace, contract Alliances, establish Commerce, and to do all other Acts and Things which Independent States may of right do. And for the support of this Declaration, with a firm reliance on the protection of divine Providence, we mutually pledge to each other our Lives, our Fortunes, and our sacred Honor.

Chair May said that after reading our declaration he was reminded that freedom is not free, and reminded of a quote by author, P. McCree Thornton, "For those who have fought for it, freedom has a flavor the protected will never know."

He explained that the cost of freedom requires great sacrifice, and then read the following fact about some of the signers of the Declaration of Independence. Five signers were captured by the British as traitors and tortured before they died. Twelve had their homes ransacked and

burned. Two lost their sons in the revolutionary army, another had two sons captured. Nine of the 56 fought and died from wounds or hardships of the Revolutionary War.

He said that he hopes that each person took the time in the past week to think about the greatness of our land, and the sacrifices of those so that we can enjoy our freedom and the liberties our great country provides to us all. He lived and served abroad and said that he can attest that there is no greater nation, that we are exceptional and still the envy of the world. He added that we are not perfect, and we have and will continue to work to improve our great union, but we are truly blessed to live in America and to be called Americans.

Commissioner Cozart commented on saying the Pledge of Allegiance as a child when he probably did not know what it truly meant at that time, but as an adult, he knows America has truly been a land of opportunity for him and he is grateful for the opportunity.

Chair Karan said that in preparation for the meeting, he re-read Frederick Douglas’ Rochester, New York speech given in 1852 and was moved to think how some classes were not considered in the Constitution. He said that whether you are talking about any despot, past and present, it is time to start reading, rereading, and teaching those quotes, and teaching our children about the soiled parts of our history so that they can better understand our present and better prepare for our future.

CONSENT AGENDA

Chair May asked that the mileage and condition of vehicles be added to future surplus vehicles agenda items.

Motioned by Commissioner Zelodis Jay, seconded by Commissioner Jimmy Gooch, and unanimously carried, the Board approved the consent agenda as follows:

A. Approved declaring the following vehicles as surplus to be sold via online auction platform:

Sheriff’s Department

- 2011 Dodge Charger - VIN # - 0100
- 2010 Ford E-350 Van - VIN # - 6839
- 2015 Dodge Charger - VIN # -2971

B. Approved the following tax refunds, releases, and write-offs for May 2023:

- | | | |
|-----------------------------|------------|------------|
| • Refunds | May 20223: | \$ 559.83 |
| • Releases | May 2023: | \$5,644.22 |
| • Write-offs (\$2 and less) | May 2023: | \$ 33.44 |

C. Approved the following *Resolution to Revise the Granville County Personnel Policy* that adopts revisions to the Granville County Personnel Policy dated July 10, 2023 effective immediately upon adoption.

RESOLUTION TO REVISE THE GRANVILLE COUNTY PERSONNEL POLICY

WHEREAS, the Granville County Board of Commissioners (the “County Board”) recognizes the importance of employees in meeting the needs of Granville County residents; and

WHEREAS, periodic updates to personnel policies are necessary in order to address the County’s changing needs, to provide additional clarification on the application of specific policies, and/or to reflect the most current employment law legislation; and

WHEREAS, personnel policies may be adopted and amended at the discretion of the County Board, subject to applicable federal and state laws, rules, and regulations; and

WHEREAS, the purpose of personnel policies is to provide guidance regarding the fair and consistent administration of personnel, but neither any contract nor implied contract rights are created hereby; and

WHEREAS, proposed revisions to the Granville County Personnel Policy for Articles III, V, VI, VII, and IX have been prepared and/or reviewed by county administration, human resources, and the county attorney; and

WHEREAS, County employees were given an opportunity to review the proposed amendments and to submit comments during the period of April 17 – 30, 2023; and

WHEREAS, the county manager recommends that the Board of County Commissioners adopt revisions to the Granville County Personnel Policy dated July 10, 2023 effective immediately upon adoption.

NOW, THEREFORE, BE IT RESOLVED BY THE GRANVILLE COUNTY BOARD OF COMMISSIONERS AS FOLLOWS THAT THE RECOMMENDED REVISIONS TO THE GRANVILLE COUNTY PERSONNEL POLICY ARE HEREBY ADOPTED EFFECTIVE IMMEDIATELY.

D. Approved minutes:

- October 3, 2022 Regular Meeting
- October 17, 2022 Regular Meeting
- October 26, 2021 Emergency Meeting

INTRODUCTIONS, RECOGNITIONS, AND PRESENTATIONS

Recognition Of Vivian Oney for ACIM Volunteer Service

Commissioner Hinman, on behalf of the Board of Commissioners, presented Vivian Oney the following proclamation. Ms. Oney recently received a Governor’s Award for her volunteer service. Ms. Oney made comments.

**Proclamation in Recognition and Appreciation of
Volunteerism for Vivian Oney**

Whereas, the words loyal, trustworthy, reliable, hardworking, and selflessness are just a few of the words to describe the outstanding strength of a Stalwart Volunteer, but these are the exact words that summarize the character of Vivian Oney. Her caring nature and steadfast spirit have been unshakable in her work for ACIM; and

Whereas, since 1985, the mission focus of the nonprofit organization Area Congregations in Ministry (ACIM) has been the welfare of the community, but in 2020, the COVID-19 pandemic created unimaginable challenges. However, contributors and supporters of ACIM rose to the challenge with their generous contributions, and ACIM was glad to already have Vivian Oney on board; and

Whereas, Vivian made it her self-appointed task to ensure all contributors and supporters knew how much their kindness was appreciated, even down to her personally buying the stamps and stuffing the envelopes. Dedicated, she sent letters and thank you acknowledgments to assure them that their donations were helping those with food insecurities, and others with unforeseen challenges; and

Whereas, Vivian’s simple gesture of “pitching in” one day to help in a time of need, turned into a span of over ten years. Her push to make sure the contributors and supporters were acknowledged, no doubt helped keep the donations coming into ACIM, because it is human nature to feel appreciated, and Vivian’s goal to let them know, put the ACIM Board at ease; and

NOW, AND THEREFORE, BE IT PROCLAIMED, THAT ³ the Granville County Commissioners with indebted gratitude and appreciation, give recognition to Vivian Oney for her tireless and diligent service to the Area Congregations in Ministry (ACIM) and the people of Granville County.

Board Approved JCPC County Plan and Membership List for Fiscal Year 2023-2024

Reverend Tolokun Omokunde thanked the Board for the recent proclamation presented to him at his retirement celebration. As Chair for the Juvenile Crime Prevention Council, Rev. Omokunde made the following comments. He referred to the executive summary included in the agenda packing, stating that they funded the same organizations as they did last year. He said that the organizations all demonstrated very extreme work and held the care and concern of our youth as their main standard, which is why they funded them for this year. He then referred to the membership roster as well.

Chair May asked how many SRO referrals JCPC received last year. Rev Omokunde replied that they know that the SROs increased last year due to the network that was put together with the Sheriff's office as well as the school system, and they will get the exact figure to the Board.

Chair May asked how many referrals were received from Granville County Public Schools. Rev. Omokunde replied that approximately 40 referrals were received based on the reports presented to them at their meetings.

Chair May asked if there are any areas in the referral process that need to be improved. Rev. Omokunde replied that they worked diligently on getting the referrals to be a lot faster, how the information is received and reported; and that those matters were improved. He added that they were able to work on that matter by filling vacancies on their council which allowed them to have people focus on certain areas. In particular, he mentioned that the county school board sent Dr. Norfleet who then charged her social workers to get moving faster which resulted in faster SRO and social worker referrals from the school system and social workers, adding that the social workers developed a good relationship working relationship with court counselors.

Chair May asked if they had received any assistance and if so if they were happy with the assistance from Vaya. Rev. Omokunde said addressing challenges of drug substance abuse and mental health are new for them, and that they are working through that. He added that they have village programs that go into the homes and do psychological assessments of students and gather new information. He emphasized that they are going to work with Vaya more in the future, in addition to school social workers and the village program.

Chair May remarked that he hopes that we can see more referrals from both our SROS and Granville County Public Schools, in addition to working with Vaya on collecting the low-hanging fruit so that we can get more mental health treatment and substance abuse awareness activities ongoing within our schools from available resources that are there. He thanked the JCPC for their hard work.

Chair May clarified that the Board accepted the proposed budget in a prior meeting and emphasized that this matter was for approving the funding plan and the membership list.

Chair May recommended that the new Creedmoor Police Chief Troy Willis be added to the recommended list in the agenda packet.

Motioned by Commissioner Tony W. Cozart, seconded by Commissioner Robert Williford, and unanimously carried, the Board approved the addition of Creedmoor Police Chief Troy Willis as a JCPC member in the Chief of Police position.

Commissioner Karan noted that as a representative of the Cooperative Extension, he knows and wants to make the public aware that this is a quarter-million-dollar entity and that the county puts in about \$30,000, most of which comes through the 4-H Best which encompasses those JCPC programs such as 4-H Best, He Matters, and She Matters programs. He thanked Cooperative Extension Director Charissa Puryear.

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Chair May thanked Mr. Eddie Crews for his work with JCPC.

Motioned by Commissioner Sue Hinman, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board approved the JCPC County Funding Plan in the amount of \$180,837, with a County match of \$37,772, an in-kind match of \$28,060, and other funds in the amount of \$2,347 for a total of \$249,016; and the following membership roster for the Juvenile Crime Prevention Council for fiscal year 2023-2024:

**JCPC Committee Members
2023-2024**

Laquitia Cozart	System of Care Coordinator	Managed Care
LaJuana Norfleet	Director of Student & Support Services	School Superintendent or Designee
Benji Laws	School Resource Officer	Local Sheriff or Designee
Nicole Grant	Chief Court Counselor	Chief Court Counselor or Designee
Dana Mustian-Lyles	Interim DSS Director	Director DSS or Designee
Vacant		County Manager or Designee
Alvin Downing		Member of Faith Community
Robery Williford	County Commissioner	
Samantha Branch	Guardian Ad Litem	GAL Supervisor
Gina Reyman	Legal Aid Attorney	Juvenile Defense Attorney
Katherine Burnette	District Court Judge	Chief District Judge or Designee
Tina Cheek	Oxford Parks & Recreation	Rep. Parks and Recreation
Leroy Anderson	County Commissioner Appointee	District 1
Alex Fonvielle	County Commissioner Appointee	District 2
Elliott Carver	County Commissioner Appointee	District 3
Dr. Tolokun Omokunde	County Commissioner Appointee	District 4
Jessica Laws	County Commissioner Appointee	District 5
Eduardo Sosa	County Commissioner Appointee	District 6
Vacant	County Commissioner Appointee	District 7
Yolando Oxendine-starting August	Substance Abuse Professional	Substance Abuse Professional
Jenelle Brizendine-starting August	Families Living Violence Free	Families Living Violence Free
Vacant	Member of Business Community	
Vacant	Social Worker	Local Health Director of Designee
Vacant	Two Persons under age 21	
Vacant	Two Persons under age 21	
Troy Willis	Chief of Police Creedmoor	Chief of Police
Vacant	District Attorney	
Vacant	Substance Abuse Professional	
Staff		
Eddie Crews	NC Dept. of Public Safety Juvenile Justice	
Drew Cummings	Granville County Manager	
Melissa Averett	JCPC Administrative Coordinator	

PUBLIC COMMENTS

Paul Blalock, 1593 Tally Ho Road, Stem, NC, said he received a letter from Kerr-Tar COG regarding the public information hearing at the Stem Fire Department about the Stem ETJ, which he attended. He said that at the meeting he asked who gets to make the final decision regarding the Stem ETJ and learned that it would be in the hands of this board. He noted he has attended five meetings against the ETJ. He stated his opposition and asked the Board to vote no when it comes before them.

Mark Tilley, 1601 Tally Ho Road, Stem, NC, expressed his opposition. He said that there are people who have lived there for generations and people who have moved there to get away from city life and that the people do not want the Stem ETJ. He asked the Board to consider that the people do not want it.

Nathan Frund, 3257 Tump Wilkins Road, Stem, NC, quoted Stephen Hopkins who when signing the Declaration of Independence said, "My hand trembles, but my heart does not." Mr. Frund then posed the question, "What if you were told that when it comes to the Stem ETJ there is a crisis of trust?" He yielded the rest of his time.

Tim Hosford, 1582 Easy Street, Stem, NC, said that he has been helping against this ETJ, has talked to numerous people about it, and said that many do not know what it is about. He said a lot of people are clueless about what it actually means.

Lori Spruill, 1695 Mineral Springs Road, Stem, NC, thanked the Board for allowing time to speak. She said they live in the area where they want to do the ETJ. She said Stem has done a poor job of informing people in the last four months and said that residents have not had time to get their information together and understand what it is. She said that while listening to the Board

meeting, she noticed that the Board is informed, does its research, and listens. She thanked the Board again for the opportunity to speak, stated her opposition, and said she hoped the Board would vote against it.

Carolyn Kearney, 1687 Mineral Springs Road, Stem, NC, said that she has lived at her address for 37 years. She said when you are older it is hard to move around. She said she is against Stem ETJ.

Carsyn Woelk, 2047 Stoneridge Drive, Stem, NC, said that this would cause harm to their small lawn care business as they would have to pave the road. She asked the Board to consider small businesses when making their decision.

Jaycee Georgiev, 1174 Smith Creek Way, NC, said that she wanted to make the board aware of a six-part circulating petition and explained: (Part 1) restore the one-acre minimum lot size in the watershed; (Part 2) ban community wells in Falls Lake watershed and other areas with existing private wells; (Part 3) a building moratorium for health and safety assessment as allowed North Carolina General Statute § 160D-107; (Part 4) adopting of a well interference ordinance; (Part 5) no use of explosives to grade land for new development; and (Part 6). equitable fire tax distribution for Brassfield Fire Department.

Shannon Fleming, 1991 Idlewood Drive, Stem, NC, said that she is opposed to the Stem ET J. She said that she is a Democrat and is the Third Vice-President of the Granville County Democratic Party. She said she comes to the commissioners' meetings often to keep up with what is going on. She said that she had heard people talk at this meeting and at the Stem Town Hall and other community meetings. She mentioned that a portion of the Declaration of Independence was read earlier in the meeting, and she said that it was based on the indisputable rights that every person deserves. She noted that the Stem ETJ would not give those within the ETJ the right to vote. She encouraged the Board to vote against the Stem ETJ and every other ETJ that comes before them.

Jamie Harr, 3213 Serenity Drive, Stem, NC, said he has been a resident for over 25 years and he and his wife are veterans. He said he is opposed to the Stem ETJ. He thinks it would put an extreme burden on retirees. He mentioned the road provisions.

Paul Willis, 1190 Little Mountain Road, Stem, NC, said he is within one mile of the ETJ. He said he has a lot of animals. He said people vote for commissioners and said he is strongly opposed to the Stem ETJ. He said he does not want to pave his driveway and his barn is bigger than a modular. He said people need more time to be informed.

Brad Oldenburg, 6588 Huntsboro Road, Oxford, NC, said he comes to most meetings and thanked people for participating in the process and making their voices known. He challenged those present to stay and find out what is going on in the County. He noted that Board members may address matters later in the meeting.

Benjamin Sanders, 2042 Stoneridge Drive, Stem, NC, opposed the Stem ETJ and expressed his frustration with the difficulties he faced as a small landowner in the United States. He shared his experiences of struggling to build a house due to numerous laws and regulations, and his belief that these obstacles are designed to discourage small landowners. He also shared his experience with a squatter who stole his tools. Sanders also spoke about his love for nature, his efforts to preserve endangered plants on his property, and his belief that the government wants to make land ownership so expensive and discouraging that only the wealthy can afford it. He urged others to raise their voices against these injustices, comparing the situation to the displacement of Native Americans.

Howard Bullock, Route 1, Stem, NC, said his land was left to him and he has lived there for 73 years. He said he is opposed to the Stem ETJ as he will be told what to do with his land and he will not have any representation.

Casey Dover, 312 Coachmans Trail, Mayor of Stem, NC, said had not intended to speak, but that he has listened to the comments and that they are all incorrect. He said if you look you will see that most of the driveways in Stem, they are gravel driveways. Stem's UDO extends paving to concrete, asphalt and stone which is rock and acceptable. He said that Railroad Street is about to be paved by NCDOT because they are under contract to do so. He said they want to encourage small businesses. He said they want to protect the borders and keep the developers from going crazy. He said they held information sessions. He said they mailed about 600 notices and 58- 60 were returned. He said that the Stem ETJ aligns with the County in many areas and people need to check the facts. The UDO aligns with the County unless you decide you want to build or develop. He announced that there is a public hearing on Wednesday night at 7:00 p.m. at the Stem Ruritan Club

Commissioner Karan asked for clarification about the modular homes, single-wide trailers, and animals in the ETJ.

Mayor Dover said they will be able to continue with gravel driveways, chickens, goats, and hunting in the ETJ. He said phasing out of single-wide trailers is for town limits and those already in the town limits will be grandfathered in. Rural life as it exists will continue as such.

GRANT MATTERS

Board Approved Fiscal Year 2023-2024 Parks, Greenways, And Recreation Mini-Grants

Deputy County Manager Korena Weichel presented the Parks, Greenways, and Recreation mini-grants on behalf of the Parks and Grounds Department. She provided the following background information. The Parks, Greenways, and Recreation Advisory Committee (PGRAC) conducts an annual mini-grant program with a maximum award of \$25,000 per application for projects that align with the goals of the Recreation Master Plan. The program's objective is to provide recreation to as many residents as possible, especially in areas of the county that are underserved by recreation opportunities or those that have not received prior grant funding. For fiscal 2023-2024, six applications were received for a total cost of approximately \$61,500. The PGRAC reviewed each application in detail to determine if the proposed project fit within the program goals and grant guidelines. From that review, the PGRAC selected four projects to recommend for complete or partial funding at a total cost of \$38,795.96. She read the recommended list of projects and explained that Funding is available in the FY 2023-2024 Budget Mini-Grant Program budget line.

When asked about the application timelines, she said that she believes it is open for a month between December and January, and that they are due at the end of January. She stated she could get the exact dates for the Board.

When asked about the 2022-2023 disbursements, Deputy County Manager Weichel provided the following background information. Last year the town of Butner applied for almost \$15,000 and they built an ADA set and put rubber matting at the Butner Athletic Park. The City of Creedmoor received \$25,000 for a community sports plaza for a concrete pad that they've installed at the Memorial Park for outdoor basketball, pickleball, and outdoor fitness; the City of Oxford received \$5,000 to purchase new equipment and replace the outdated equipment; the Town of Stem received \$25,000 for playground equipment at their park; Hawley Middle School received almost \$5,600 for baseball/softball field improvement; and South Granville High School received \$7,500 for softball field improvements and to purchase some equipment.

Commissioner Karan provided the following historical references. The mini-grant program started about fifteen to twenty years ago. Historically, just about all the applications brought forward were approved. A couple of applications had been tabled because they were for projects that were already being planned for elsewhere in the budget. Much of the money has gone to school system play areas.

Commissioners made multiple comments about the advantages of the mini-grants that can be seen in parks across the county, walking paths, shelters, playgrounds, and more. They encouraged the community to apply.

Upon a motion by Commissioner Timothy Karan, seconded by Commissioner Sue Hinman, and unanimously carried, the Board approved the applications and funding for the fiscal year 2023-2024 Parks, Greenways, and Recreation Mini-Grants as follows:

Applicant	Project	Amount
Town of Butner	Playground shade structure at Butner Athletic Park	\$15,000.00
City of Creedmoor	Improvements to Creedmoor Memorial Park (soccer goals and fencing around multi-purpose field)	\$7,925.40
Town of Stovall	Picnic tables and benches for Stovall Community Park	\$6,263.00
Treasures of Joy	Trail and community garden with street access at 222 Granville and 312 Sycamore Streets in Oxford.	\$9,607.56
Total		\$38,795.96

PROJECT MANAGEMENT

Board Approved Wireless Technology Infrastructure Installation Granville County Courthouse

Scott Phillips, Development Services Director, stated this request considers awarding a fixed-price service contract for the installation of CAT6 cabling needed for wireless technology within the Granville County Courthouse. He provided the following background information. In March of 2023, the North Carolina Administrative Offices of the Courts (NCAOC) conducted a radio frequency study of the Granville County Courthouse to determine the design objectives needed to support a wireless technology system (Wi-Fi) to accommodate their virtual court system platform, also known as WAVE Solution. NCAOC is responsible for deploying the WAVE solution in all courthouses statewide. NCAOC’s project will fund the hardware, installation, configuration, and integration services needed to activate the new wireless network within the courthouse; however, NCAOC requested assistance in funding the CAT6 cable installation. NCAOC’s preferred master service agreement contractor, Presidio Networked Solutions, LLC, conducted the radio frequency assessment and has provided NCAOC with a not-to-exceed price proposal of \$20,100.00 for the CAT6 cable installation. Mr. Phillips recommended awarding the fixed-price service contract to NCAOC in the amount not to exceed \$20,100.00 unless by authorized change order. Funding exists in the 2023-24 fiscal year to accommodate this request.

When asked, Mr. Phillips confirmed this is the latest technology.

Upon a motion by Commissioner Robert Williford, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved awarding the fixed-price contract to North Carolina Administrative Offices of the Court for an amount not to exceed \$20,100.00 unless by authorized change order for wireless technology infrastructure installation at Granville County Courthouse.

APPOINTMENTS

Board Held Appointment of Members to the Granville County Planning Board

Commissioner Cozart, District 4, and Commissioner Gooch, District 7, did not have recommendations and the appointments were held.

Board Approved Appointments to the Oxford Planning Board – Extraterritorial Members

Motioned by Commissioner Zelodis Jay, seconded by Commissioner Robert Williford, and unanimously carried, the Board reappointed Tony Woodlief (at-large Northwest) and appointed Neil Gresham (District 1) to the Oxford Planning Board as extraterritorial members.

Board Approved Appointment to the Vance-Granville Community College Board Of Trustees

Chair May said that the purpose of this item is to make an appointment to the Board of Trustees of Vance-Granville Community College. He provided the following background information. Keith Shearon (District 6) was appointed at the June 19, 2023 meeting to fill the vacancy created by Deborah Butler’s resignation. The statute says Trustees cannot have worked full-time for the

college in the past 5 years. Keith Shearon had worked full-time within the past 5 years and thus was ineligible to serve.

Commissioner Williford stated that he received an application from Ms. Sabine Stovall.

Motioned by Commissioner Robert Williford, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board approved the appointment of Sabine Stovall to the Vance-Granville Community College Board of Trustees.

COUNTY MANAGER'S REPORT

Board Approved the Expenditure Authorization for the Opioid Settlement

Terry Hobgood Granville County staff member and member of the Opioid Advisory Committee presented this agenda item. He provided the following background information. Granville County created an Opioid Advisory Committee in 2018 to advance a comprehensive response to opioid and other drug use and its harmful impacts on the community. In 2021, Granville County signed on to Wave I of the National Opioid Settlement resulting from a lawsuit filed against the major manufacturers and distributors of opioid products in the United States. Wave II was approved in 2023 and the combined funding from both waves will direct \$6,867,284 to Granville County through 2039 to fund programs and services. Granville County began receiving payments in 2022 and we have already placed \$492,696 in a separate revenue fund. An additional \$939,133 is expected during fiscal year 2023-2024.

All funding received because of the National Opioid Settlement is subject to guidelines included in the North Carolina Opioid Settlement Memorandum of Agreement (MOA). The MOA states that the Board of Commissioners must allocate all funds through a formal board action and stipulate a dollar amount and timeframe for each allowable funding strategy.

Before a recommendation could be made to the Board of Commissioners, the Opioid Advisory Committee conducted its due diligence and evaluated best practices and advice from the North Carolina Association of County Commissioners (NCACC) and other peer counties. As stipulated in the MOA, the Opioid Advisory Committee has sought significant public input with a survey and two public engagement sessions held in Oxford in March and Creedmoor in May. Officials from all Granville County municipalities were invited to attend and share their priorities for funding as well.

As a result of these public engagement efforts, the Granville County community has led the Opioid Advisory Committee to the next step of allocating funds for this critical work. In acknowledgment of the considerable time and energy necessary to implement or expand programs and manage millions of dollars of regulatorily complex grant funding, the committee has recommended that the Board of Commissioners approve initial funding of \$105,000 for a full-time employee to manage the oversight of revenues and expenditures associated with the National Opioid Settlement, implement and monitor programs, develop and administer regular Requests for Proposals (RFPs) to potential sub-recipients, develop and ensure contract requirements are being met, and manage the ongoing community education and engagement efforts necessary to properly and effectively utilize this funding. County Administration staff recommend that this position be housed at Granville-Vance Public Health and GVPH Director Lisa Harrison is supportive of this model. This will provide a future opportunity to cost-share funding for this position with Vance County in upcoming fiscal years in service of the entire regional public health district.

In addition to the proposed Opioid Coordinator position, the committee has also recommended the allocation of \$5,000 in settlement funds to develop a public education effort to inform residents of the existing programs and services in place to prevent, treat, or aid in recovery from opioid use disorder. Additional authorization of funding will be needed for future expenditures as the Opioid Advisory Committee proposes eligible projects and issues and reviews RFPs for services and programs.

After comments and discussion about this important issue, the Board took action.

Upon a motion by Commissioner Zelodis Jay, seconded by Commissioner Sue Hinman, and unanimously carried, the Board approved the following resolution to direct the expenditure of Opioid Settlement funding in the amount of \$105,000 to provide initial funding for a full-time employee to coordinate and implement strategies and programs to combat the opioid epidemic in Granville County during the settlement funding's life cycle and to fund additional public engagement efforts.

**RESOLUTION TO DIRECT THE EXPENDITURE OF
OPIOID SETTLEMENT FUNDS BY THE GRANVILLE
COUNTY BOARD OF COMMISSIONERS**

WHEREAS Granville County has joined national settlement agreements with companies engaged in the manufacturing, distribution, and dispensing of opioids, including settlements with drug distributors Cardinal, McKesson, and AmerisourceBergen, and the drug maker Johnson & Johnson and its subsidiary Janssen Pharmaceuticals;

WHEREAS the allocation, use, and reporting of funds stemming from these national settlement agreements and certain bankruptcy resolutions ("Opioid Settlement Funds") are governed by the Memorandum of Agreement Between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation ("MOA");

WHEREAS Granville County has received Opioid Settlement Funds pursuant to these national settlement agreements and deposited the Opioid Settlement Funds in a separate special revenue fund as required by section D of the MOA;

WHEREAS section E.6 of the MOA states:

E.6. Process for drawing from special revenue funds.

- a. Budget item or resolution required. Opioid Settlement Funds can be used for a purpose when the Governing Body includes in its budget or passes a separate resolution authorizing the expenditure of a stated amount of Opioid Settlement Funds for that purpose or those purposes during a specified period of time.
- b. Budget item or resolution details. The budget or resolution should (i) indicate that it is an authorization for expenditure of opioid settlement funds; (ii) state the specific strategy or strategies the county or municipality intends to fund pursuant to Option A or Option B, using the item letter and/or number in Exhibit A or Exhibit B to identify each funded strategy, and (iii) state the amount dedicated to each strategy for a stated period of time.

NOW, THEREFORE BE IT RESOLVED, in alignment with the NC MOA, Granville County authorizes the expenditure of opioid settlement funds as follows:

- 1. First strategy authorized:
 - a. Name of strategy: **Collaborative Strategic Planning**
 - b. Strategy is included in **Exhibit A**
 - c. Item number in Exhibit A to the MOA: **Strategy 1**¹⁰
 - d. Amount authorized for this strategy: **\$105,000**
 - e. Period of time during which expenditure may take place:
Start date July 10, 2023 through End date June 30, 2025
 - f. Description of the program, project, or activity: The Granville County Opioid Advisory Committee supports and recommends the creation of a full-time staff position to manage the Opioid Settlement funds, develop and evaluate programs for services that may utilize current and future funding streams, work with community partners and providers, and develop new strategic partnerships throughout the funding lifecycle. Initial funding for the first fiscal year is estimated to not exceed \$100,000, Additional funding (*no* more than \$5,000) will also be utilized for printing public engagement materials at the direction of the Opioid Advisory Committee.
 - g. Provider: Granville County Government Administration and Granville-Vance Public Health Department

The total dollar amount of Opioid Settlement Funds appropriated across the above named and authorized strategies is \$105,000.00.

The Board asked the County Manager to expedite this process as quickly as possible.

DEQ Requests for Comments on Proposed CertainTeed Expansion

Chair May stated that this matter is to inform the public of a request for public comment on a draft air quality permit request for CertainTeed LLC's Oxford Facility. He read the following background information. The North Carolina Department of Environmental Quality's (NC DEQ) Division of Air Quality is now accepting public comment on a draft air quality permit for CertainTeed LLC – Oxford Facility, a new fiberglass mat manufacturing facility in Granville County. The public comment period will end on July 27, 2023. This information is being distributed to churches, local governments, health care facilities, childcare centers, multi-family housing, and community centers in the area who may be interested in posting or sharing this information in the community. The Granville County Board of Commissioners wants to make sure the public is aware of this permit request. The County Commissioners are seeking expert input on this matter and will submit comments of their own but want to make sure the public has the opportunity to review and comment on the proposed permit as well.

County Manager Drew Cumming provided more information. He explained that when the County Office received this request for public comment, it was forwarded to our Emergency Management Department, and to the Granville-Vance Public Health Department, for them to also consider any comments they might independently want to submit. Due to the significance of a potential air quality issue and change in potential air quality, the County Office wanted to bring it to the attention of the community beyond what the NCDEQ's own efforts might achieve. Copies of the press release and the information sheet were shared with the County and would be made available to the public in other ways as well. Any citizen, or any organization, is entitled to submit comments. He encouraged people to check out the fact sheet, read up on the information, and consider what questions or thoughts they might have about it.

Chair May asked to clarify that we will be providing, through the County Office and the County Manager's interaction, some questions regarding emissions and fallout and things of that nature, questions that provide us with reasonable responses that all the necessary mitigation and necessary DEQ matters are resolved to meet the permitting. County Manager Cummings confirmed.

Chair May stated that no action is needed on this item other than the Board agrees that they will take the necessary steps to interact with the county office to put together public comments and will also get together with the City Manager of Oxford to get some feedback from them to see if they have any concerns and to work with others as well. He noted that CertainTeed is a valuable resource to Granville County and wants to make sure that voices are heard and that appropriate response is made to DEQ.

COUNTY MANAGER'S REPORT

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County Manager Cummings did not have any further items.

COUNTY ATTORNEY'S REPORT

County Attorney Jim Wrenn did not have any items.

BOARD PRESENTATIONS

Commissioner Karan said that the Historical Society at the Harris Exhibit Hall is featuring a local artist named Elizabeth Donahue who lives in District 5 now. He encouraged people to visit the exhibit. He said that District 6 has three committee appointments, the Economic Development Commission and Human Relations Commission, available and encouraged interested people to

visit granvillecounty.org to view those committees, and others that the county offers, and to submit their applications.

Commissioner Gooch thanked everyone for coming out and speaking their mind. He said that the opioid problem has really weighed on his mind heavily as there does not seem to be any clear-cut solution to a crisis that is so wide and varied. He said that is very frustrating, but if we can save one life, it will be worth the effort. He said he wants to be sure that we spend the money in a way that's most effective, and that it is a tough road for the people who are addicted.

Commissioner Jay thanked everyone who came out and spoke in public comments. He said that the Board is truly listening, and he thanked them for what they are doing. Regarding the opioid settlement, he said that more money is coming down but every day we wake up and somebody has overdosed. He also mentioned that he has committee openings including the Animal Control Advisory Committee. He thanked everyone for their work on the budget.

Commissioner Williford did not make any comments.

Commissioner Hinman asked everyone to keep our Library Director's teenage son in their prayers as he is dealing with cancer. She said that she would be at the Wednesday night Stem ETJ meeting. She said that she would be going back to Austin, Texas for the NACo (National Association of Counties) conference and that she learned a lot in the past meetings. She said it is important that the people come to the meetings and speak their minds so that the commissioners know what the people are thinking. She added that in the time she has been on the Board, she has not seen the room as full except for one other time.

Commissioner Cozart greeted everyone in attendance. He expressed the Board's condolences to the Mount. Vernon Baptist Church, Pastor Eric Morgan's family, and his congregation. He explained that Pastor Morgan had very suddenly passed away and noted that he had been so nice to invite public service officials out to church services for about the last ten years or so. He commended the library staff on having well-planned educational activities for kids during the summertime. He offered prayers for the Library Director and his son.

Chair May said that we have made a lot of progress in our volunteer fire department fire contracts as well and that contracts will allow for additional funding based on the equitable distribution recommendation made by the fire consultant. He said that he, Commissioner Karan, and Commissioner Cozart met with the Sheriff in the past week, and the Sheriff believes that by the end of July, he would have most of his detention officers and deputy positions filled or close to being filled. He said that the Sheriff credited the County for working out the process to raise funding for public safety personnel. He congratulated new Granville County Public School Superintendent Stan Winborne and noticed that Danielle Hayes, a Board of Education member, was in attendance. He said that they are working with the School Board on a commitment to gain additional funding from the legislature regarding the School Safety Act in hopes of ascertaining more funding for School Resource Officers for Granville County. He noted that Stem ETJ has not come before the County and said that he makes a point to listen and he knows that the people do not want the ETJ. He said that he hopes the people can trust the Board to make an informed decision. He said that hopefully soon the building will be wired up to livestream the meetings. He expounded on how the opioid crisis has personally affected his two nephews and said that as someone who worked in law enforcement for 32 years, he has never seen anything quite as possessive as opioid addiction. He emphasized that opioid addiction affects every family and that one out of four families will have an interaction with this addiction. He mentioned that Board of Education member Ms. Hayes will be joining him to work with Vaya, Granville County Public Schools, and state legislature in developing a task force that will look at individual education plans for those with intellectual and developmental disabilities. He noted that there was a discussion with Altec Industries regarding expanding the CTE (Career and Technical Education) Program there.

ANY OTHER MATTERS

There were no other matters.

CLOSED SESSION

Upon a motion by Commissioner Sue Hinman, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board went into closed session as allowed by N.C.G.S. 143-318.11(a) (6) for personnel matters.

RETURN TO OPEN SESSION

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

ADJOURNMENT

Upon a motion by Commissioner Zelodis Jay, seconded by Commissioner Sue Hinman, and unanimously carried, the Board adjourned at 10:40 p.m.

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

ATTEST:

Russ May, Chair



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: October 16, 2023
Title: Introduction of DSS Director

PURPOSE:

To introduce the new DSS Director, LaToya Davenport Toussaint, MM, MPA.

BACKGROUND:

Granville County is pleased to announce that Mrs. LaToya Davenport Toussaint has been hired as the Social Services Director. Mrs. Toussaint has over 17 years of experience in Human Services in North Carolina and Florida, both in the public and private sector. As the Senior Deputy Director of Health and Human Services with Wake County, she oversaw administration and operations. Previously, she was the Human Services Administrator with Broward County, Florida where she was responsible for the development and oversight of the \$20 million dollar County funded children's services system of care. Mrs. Toussaint held various leadership roles in the private sector across Florida within child welfare, early childhood education, and mental and behavioral health programs. Mrs. Toussaint has been a National Peer Reviewer with Council on Accreditation (COA) since 2018, was recognized by Nonprofits First of Palm Beach County as a Rising Leader in 2016 and was honored on Legacy Magazines' 40 Under 40 list of recognized professionals from across Palm Beach, Broward, and Miami-Dade counties in 2017. She holds a bachelor's degree in Health Science and a dual master's degree in Public Administration and Nonprofit Management from the University of North Florida in Jacksonville. She recently relocated to North Carolina in 2022 with her husband and son.

Mrs. Toussaint will be appointed and sworn in on Monday, October 16, 2023 at 4:00 p.m. at a special meeting of the Granville County Board of Social Services.

ATTACHMENTS:

Press Release



COUNTY OF GRANVILLE, NORTH CAROLINA

104 BELLE STREET, POST OFFICE BOX 906, OXFORD, NORTH CAROLINA 27565

PUBLIC INFORMATION RELEASE

FOR IMMEDIATE RELEASE

October 10, 2023

CONTACT: Terry Hobgood

Public Information Officer & Grant Development Specialist

919-693-5240

LaToya Davenport Toussaint Hired to Lead Social Services

GRANVILLE COUNTY DEPARTMENT OF SOCIAL SERVICES: The Granville County Board of Social Services has announced the hiring of LaToya Davenport Toussaint to serve as the Director of the Granville County Department of Social Services. Toussaint will be formally appointed and sworn in at a special meeting of the Board of Social Services at 4:00 p.m. at the Granville County Convention and Expo Center on Monday, October 16. She will be formally introduced to the community during the Board of County Commissioners meeting at 7:00 p.m. the same evening.

Toussaint comes to Granville County with more than 17 years of experience in Human Services in North Carolina and Florida, both in the public and private sector. Her career has been dedicated to serving the community through advocacy and leadership by representing the most vulnerable members of our population. Most recently, Toussaint served as the Senior Deputy Director of Health and Human Services with Wake County, where she oversaw administration and operations. Prior to her time in Wake County, she spent several years in Florida as the Human Services Administrator with Broward County, in the Miami Metropolitan area. In Broward County she was responsible for the development and oversight of the \$20 million dollar County funded children's services system of care, which was delivered through a range of contracted public and private partnerships. Earlier in her career, Toussaint held various leadership roles in the private sector across Florida within child welfare, early childhood education, and mental and behavioral health programs.

Toussaint began her career in child welfare as a case manager for the Florida Department of Children and Families, working directly with children who were victims of abuse and neglect and managing various programs for lead community-based care agencies in foster care and adoption. Toussaint's time in Florida allowed her to collaborate with agencies across the state along with a diverse group of community providers. She also served on local as well as statewide committees and work groups that continue to influence decision making across Florida. Toussaint has been a National Peer Reviewer with Council on Accreditation (COA) since 2018, was recognized by Nonprofits First of Palm Beach County as a Rising Leader in 2016 and honored on Legacy Magazines' 40 Under 40 list of recognized professionals from across Palm Beach, Broward, and Miami-Dade counties in 2017.

Toussaint is a native of Jacksonville, Florida and holds a bachelor's degree in Health Science and a dual master's degree in Public Administration and Nonprofit Management from the University of North Florida in Jacksonville. She recently relocated to North Carolina in 2022 with her husband, Kertus, along with their eight-month-old son Austin. In her spare time, she loves to travel internationally and create new and exciting memories as a first-time mom.

"I am excited and truly honored to be selected as the next Granville County Director of Social Services," said Toussaint. "I can't wait to work alongside our dedicated and talented Social Services staff, Board of Social

Services, County Manager, and the Board of County Commissioners to support Granville County and the Department of Social Services. I'm excited to be a part of a caring and engaged Granville community."

"We could not be more thrilled to have LaToya come to Granville County as our new Director of Social Services," said Board of Social Services Chair and County Commissioner Sue Hinman. "She brings so much experience to this position from her time in Florida and Wake County and we know that she is the perfect person to lead this department into the future. On behalf of the Board of Social Services and the Board of County Commissioners, we welcome LaToya to our community, and we can't wait to see her vision and leadership bring our already awesome Department of Social Services to even greater heights."

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Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: October 16, 2023
Title: Granville ABC Board Update

PURPOSE:

To hear an update on the Granville ABC Board.

BACKGROUND:

Connie Smith, General Manager, will provide an update to the Board of Commissioners.

ATTACHMENTS:

Presentation

ACTION TAKEN:

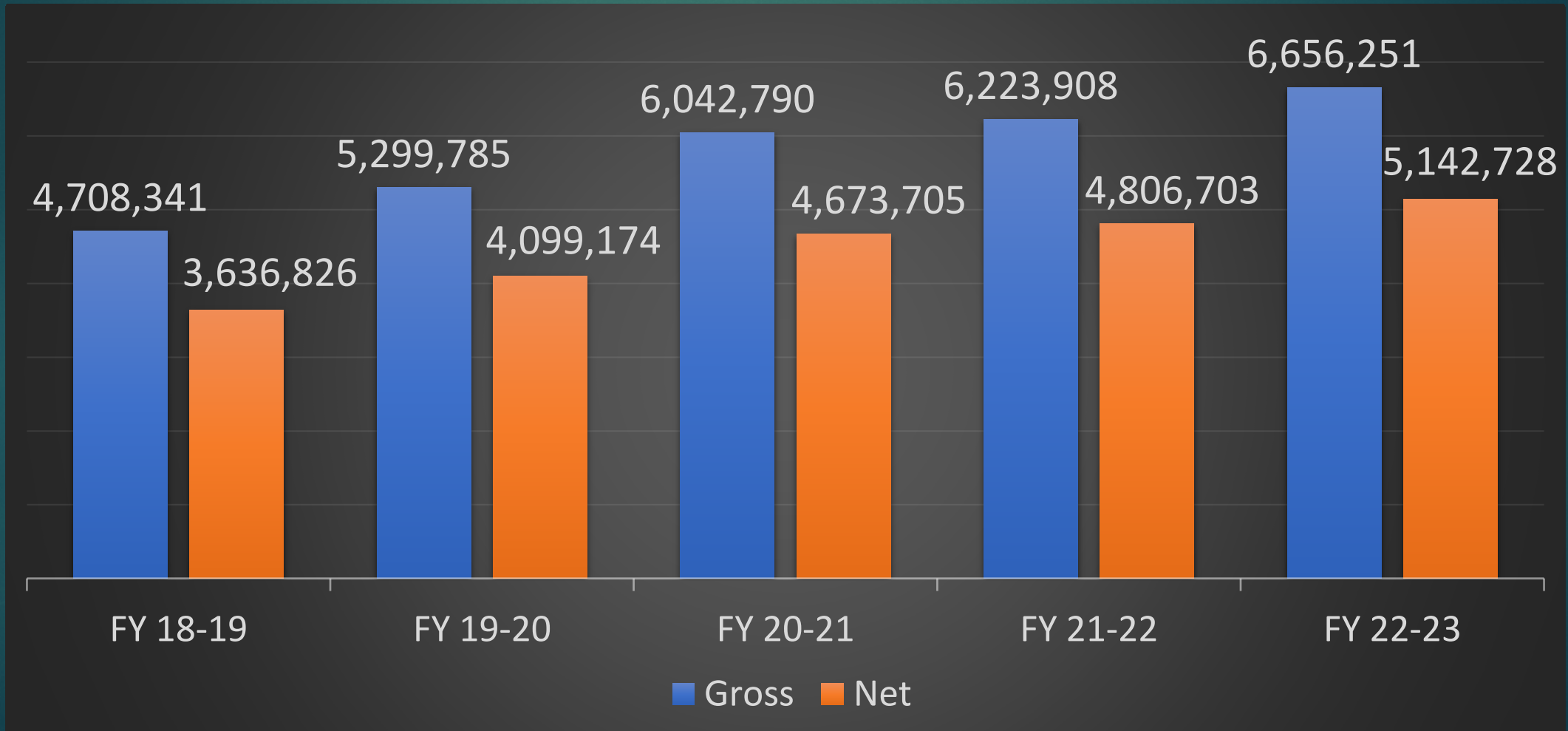
Granville County

ABC

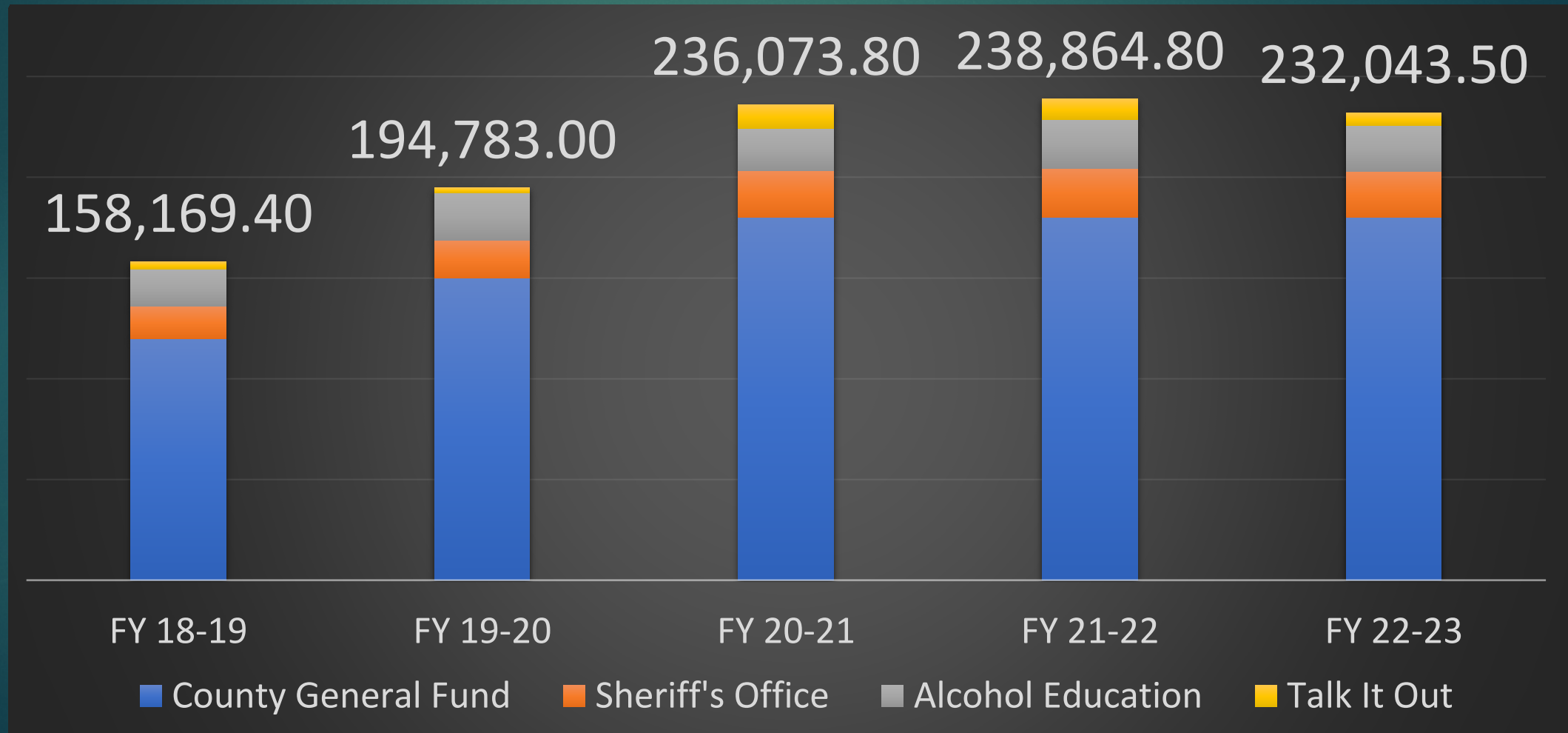
FIVE YEAR
REVENUE REPORT



Gross and Net Sales by Fiscal Year



Total Revenue Transferred to Granville County by Fiscal Year





Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: October 16, 2023
Title: **Veterans Affairs Committee and Veterans Services Update**

PURPOSE:

To hear an update on the Veterans Affairs Committee and Veterans Services.

BACKGROUND:

Charles Miller, Veterans Affairs Committee Chair, will provide an update on the Veterans Affairs Committee. Albert "A.J." Spiess, Veterans Services Officer, will also provide an update to the Board on Veterans Services.

ACTION TAKEN:



Granville County

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

To: Board of Commissioners
From: Albert Spiess
Department: Veterans Services
Date: October 16, 2023
Title: Operation Green Light for Veterans

PURPOSE:

To announce and support Operation Green Light by adopting a resolution.

BACKGROUND:

This coming Veterans Day, the National Association of Counties (NACo) and the National Association of County Veteran Service Officers (NACVSO) invite the nation's 3,069 counties, parishes, and boroughs to join Operation Green Light and show support for veterans by lighting our buildings green from November 6 to November 12, 2023. By shining a green light, county governments and our residents will let veterans know that they are seen, appreciated and supported.

Albert "A.J." Spiess, Veterans Service Officer, will talk about this initiative.

ATTACHMENTS:

Resolution

ACTION TAKEN:

RUSS MAY
Chair
District 5

TIMOTHY KARAN
Vice-Chair
District 6

ZELODIS JAY
Commissioner
District 1

ROBERT WILLIFORD
Commissioner
District 2



SUE HINMAN
Commissioner
District 3

TONY W. COZART
Commissioner
District 4

JIMMY GOOCH
Commissioner
District 7

BOARD OF COMMISSIONERS

104 Belle Street
Oxford, NC 27565

Supporting Operation Green Light for Veterans

WHEREAS, the residents of Granville County have great respect, admiration, and the utmost gratitude for all the men and women who have selflessly served our country and this community in the Armed Forces; and

WHEREAS, the contributions and sacrifices of those who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS, Granville County seeks to honor individuals who have made countless sacrifices for freedom by placing themselves in harm's way for the good of all; and

WHEREAS, veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veterans Service Officers in 29 states to help fellow former service members access more than \$52 billion in federal health, disability, and compensation benefits each year; and

WHEREAS, Approximately 200,000 service members transition to civilian communities annually; and

WHEREAS, an estimated 20 percent increase of service members will transition to civilian life in the near future; and

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and

WHEREAS, active military service members transitioning from military service are at a high risk for suicide during their first year after military service; and

WHEREAS, the National Association of Counties encourages all counties, parishes and boroughs to recognize Operation Green Light for Veterans; and

WHEREAS, Granville County appreciates the sacrifices of our United States military personnel and believes specific recognition should be granted; therefore be it

RESOLVED, with designation as a Green Light for Veterans County, Granville County hereby declares from October 16, 2023 through Veterans Day, November 11, 2023 a time to salute and honor the service and sacrifices of our men and women in uniform transitioning from active service; therefore, be it further

RESOLVED, that in observance of Operation Green Light, Granville County encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying green lights in a window of their place of business or residence from November 6th through the 12th, 2023.

Attest:

Debra A. Weary
Clerk to the Board

Russ May, Chair
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: October 16, 2023
Title: **Vaya Update**

PURPOSE:

To hear an update on Vaya Health.

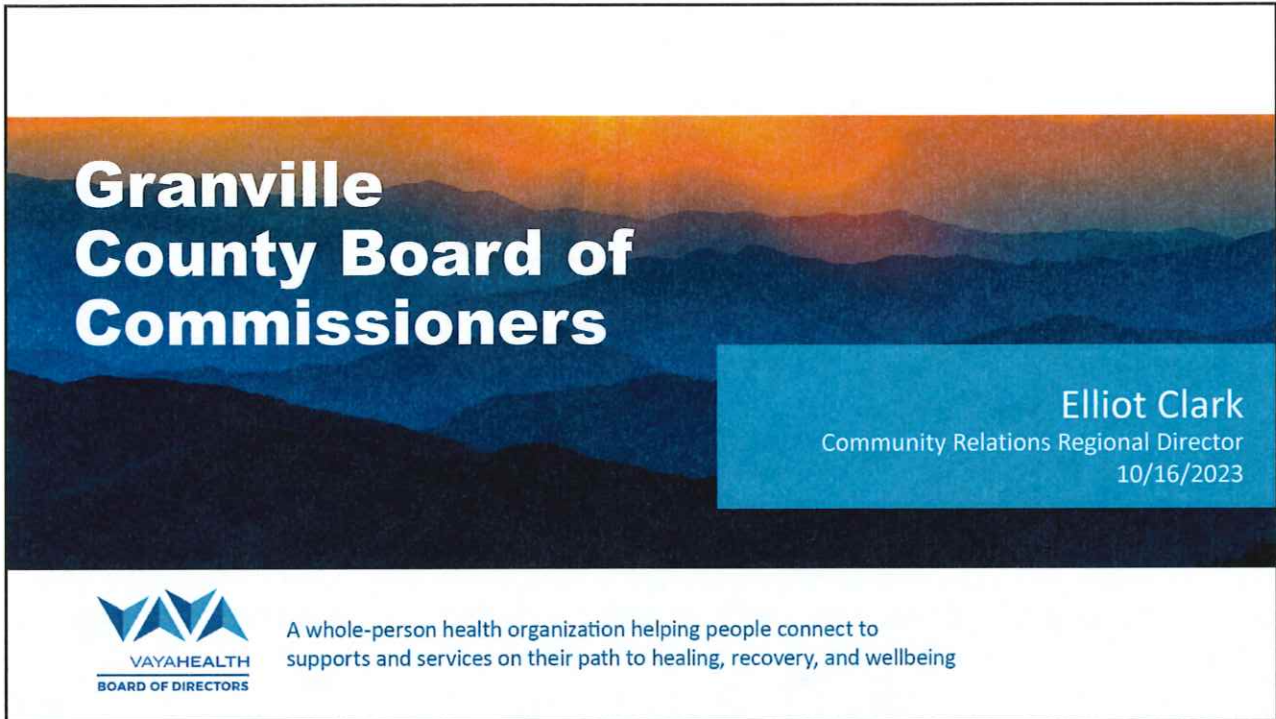
BACKGROUND:

Elliot Clark, Regional Director of Community Relations for Vaya Health, will provide an update.

ATTACHMENTS:

PowerPoint Presentation

ACTION TAKEN:



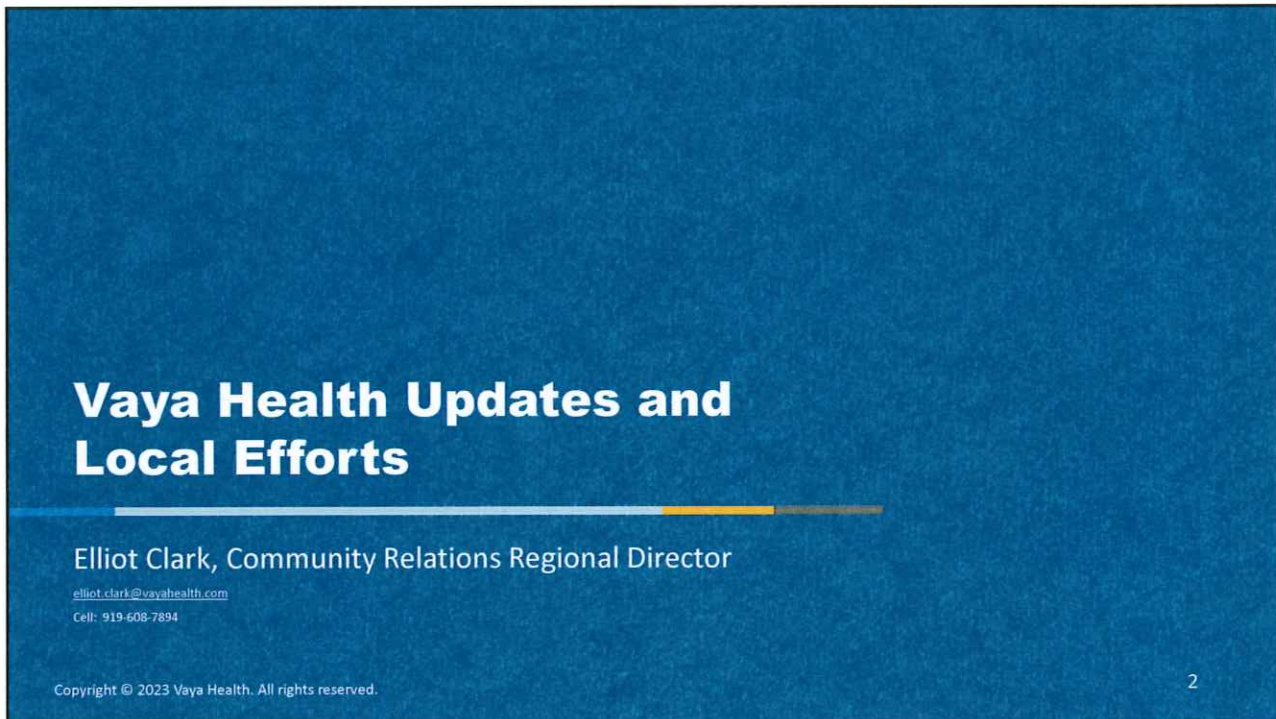
**Granville
County Board of
Commissioners**

Elliot Clark
Community Relations Regional Director
10/16/2023

 **VAYAHEALTH**
BOARD OF DIRECTORS

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

1



**Vaya Health Updates and
Local Efforts**

Elliot Clark, Community Relations Regional Director
elliott.clark@vayahealth.com
Cell: 919-608-7894

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2

Tailored Plan and Legislative Updates

- Significant state investments in NC Budget for Mental Health, Intellectual/ Developmental Disabilities, and Substance Use Disorder Services.
- Medicaid to expand in NC effective December 1, 2023
- Tailored Plans delayed until July 1, 2024, note that Vaya's Tailored Plan will be called "Vaya Total Care"; focused on integrating Behavioral Health, Physical Health, and Pharmacy Benefits.
- Vaya will be ready to launch when the Department gives the go-ahead
 - Top LME/MCO on most recent Tailored Plan scorecard
 - Meeting network adequacy
 - Implemented new claims system, new care management platform, new provider and member portals, hiring additional staff
- Healthy Opportunities Pilot – NCDHHS established 3 pilot regions, does not include Granville County BUT Vaya applied for and was awarded a Back@Home grant to offer housing support in 7-9 additional counties, including Granville County

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Value Added Services – Vaya Total Care Perks

- ✓ Designed to support Social Determinants of Health (SDOH), includes:
 - ✓ Post hospitalization meal delivery
 - ✓ WW (formerly Weight Watchers)
 - ✓ GED support (inclusive of tutoring, practice tests, real test, etc.)
 - ✓ Breast Pump and Lactation Course for pregnant or recently postpartum mothers
 - ✓ Vaccine gift cards
 - ✓ Non-Emergency, **Non-Medical** Transportation (to places like grocery stores, local gyms, prenatal classes, etc.)
 - ✓ \$100 discount off a safety equipment product for individuals with an I/DD to help them live more independently in the community
- ✓ <https://www.vayahealth.com/benefits-services/vaya-total-care-perks/>

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[illegible]

- Facility Based Crisis (16 Beds)
- Behavioral Health Urgent Care (6 Chairs)
- Walk-In Clinic
 - Open 24/7 for adults and children with all disability groups.
- Pharmacy
- Peer Living Room

6

6

Key Local Partnerships

- Granville County Schools
 - Engagement with System of Care Collaborative
 - Identify programming within the schools and networking within provider network
- Granville Vance Health Department
 - Recent award of THRIVE Grant
 - Partnership to improve integrated service continuum and prevention resources for youth
 - Opioid Settlement
 - Stepping Up Initiative
 - NC Integrated Care for Kids (NC InK)
 - Integrated Care Outreach Network (ICON)
- Granville County DSS
 - Continued Support through embedded Vaya Health Care Manager
 - Support for Youth in Custody and Child Welfare
 - Single Portal for Assessments of at-risk youth

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Pathways to Permanency Project

Partnership with Benchmarks

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Pathways to Permanency Project



The *Pathways to Permanency* Project strives to coordinate efforts between child welfare and behavioral health to ensure youth in foster care have access to high quality behavioral health services and a nurturing environment in which to thrive.

Through coordinated efforts, stakeholders who serve child welfare involved youth address the need for shared understanding, accessible quality behavioral health assessments and interventions and safe and supportive homes.

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Pathways to Permanency Project: Areas of Focus

- Based on both quantitative and qualitative data gathered by Benchmarks during the Vaya Landscape Analysis (March 2022), the following key areas were selected for further cross-system collaborative efforts to improve the ways in which youth in foster care access the mental health system:
 - Common Language and Shared Understanding
 - Appropriate and Supportive Home: Kinship Providers
 - Appropriate and Supportive Home: Suitable Placements
 - Appropriate and Supportive Home: New Foster Family Recruitment
 - Quality Clinical Assessments to Drive Services
 - Accessible Quality Continuum of Behavioral Health services
- Upcoming Stakeholder Meetings
 - October, January, and March.

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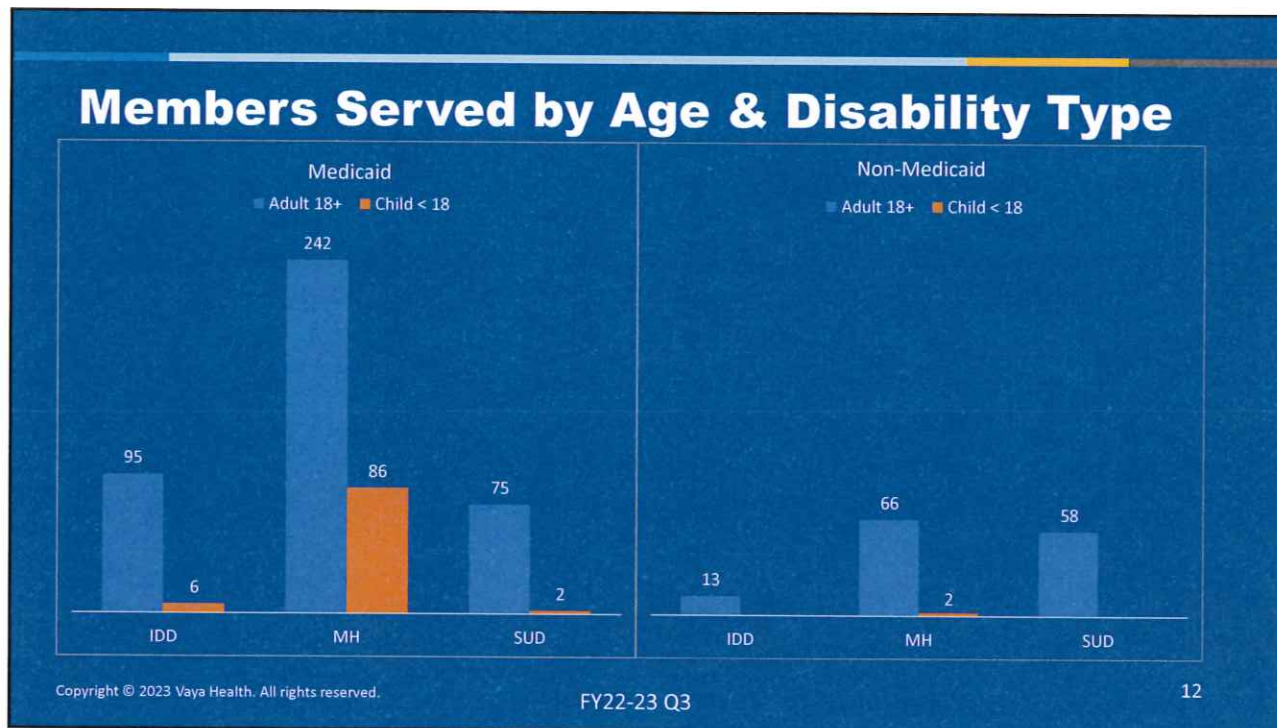
Granville County Performance Report

FY22-23 Q3

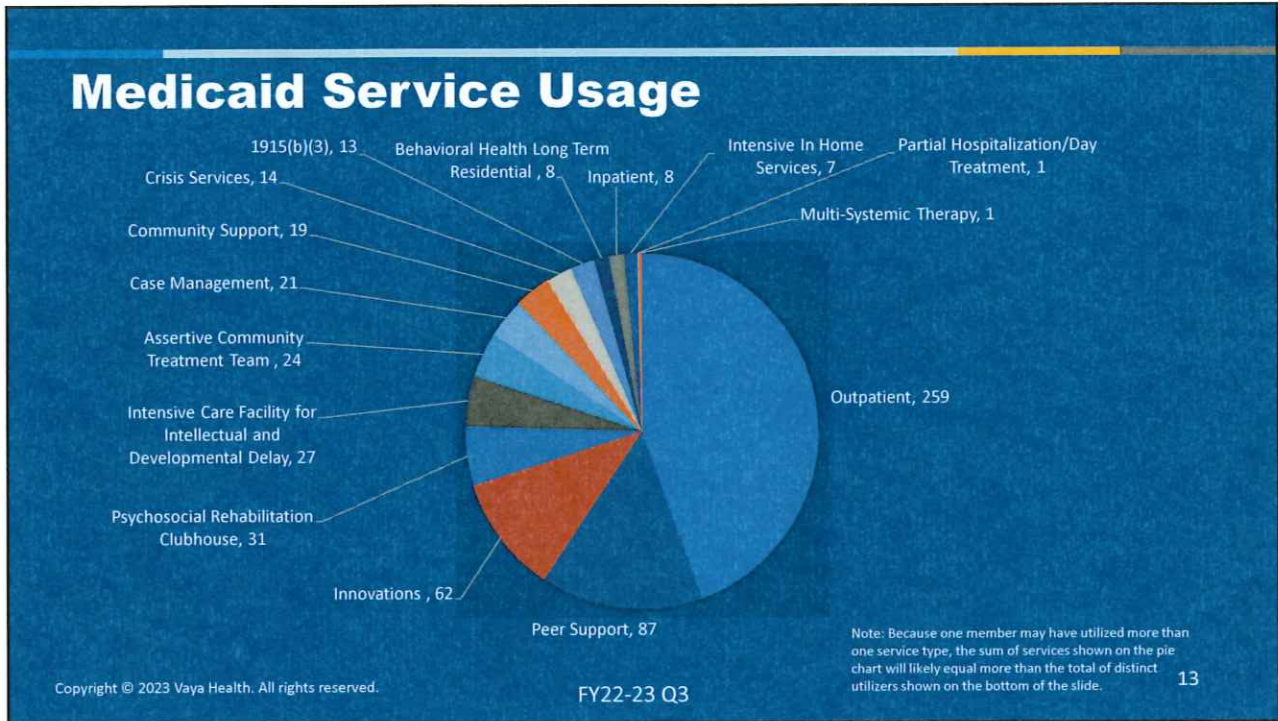
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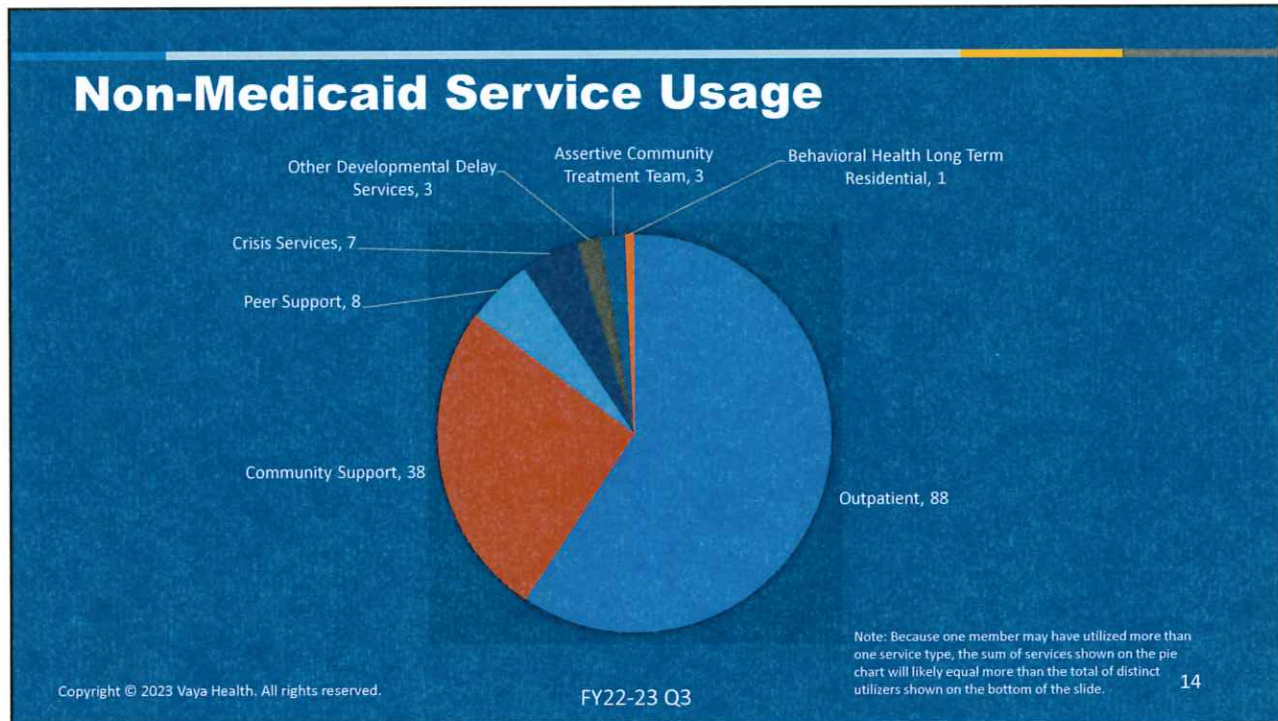
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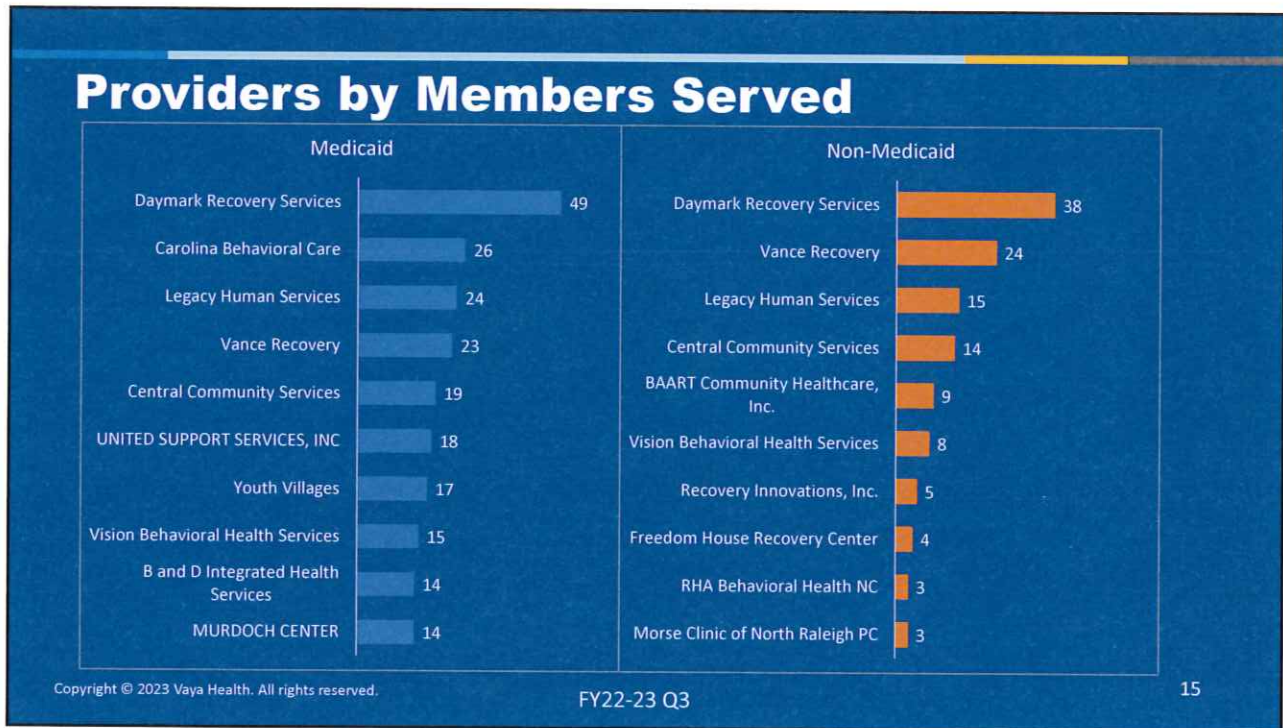
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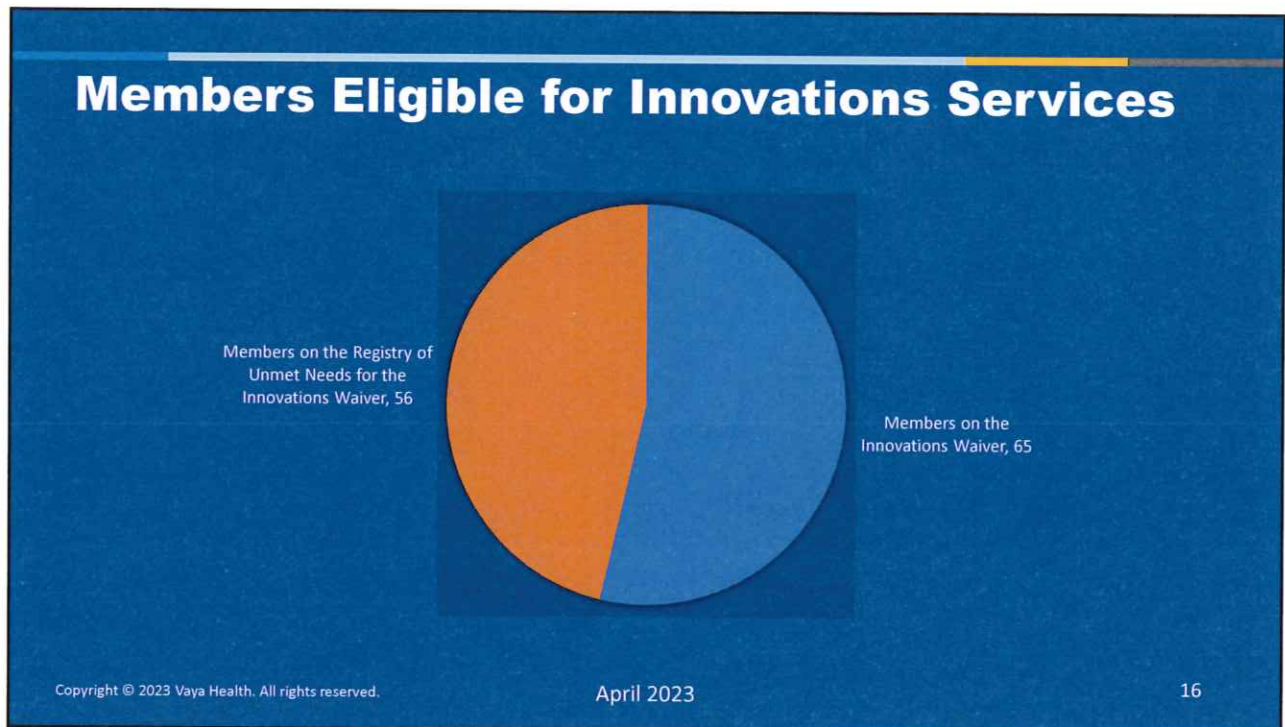
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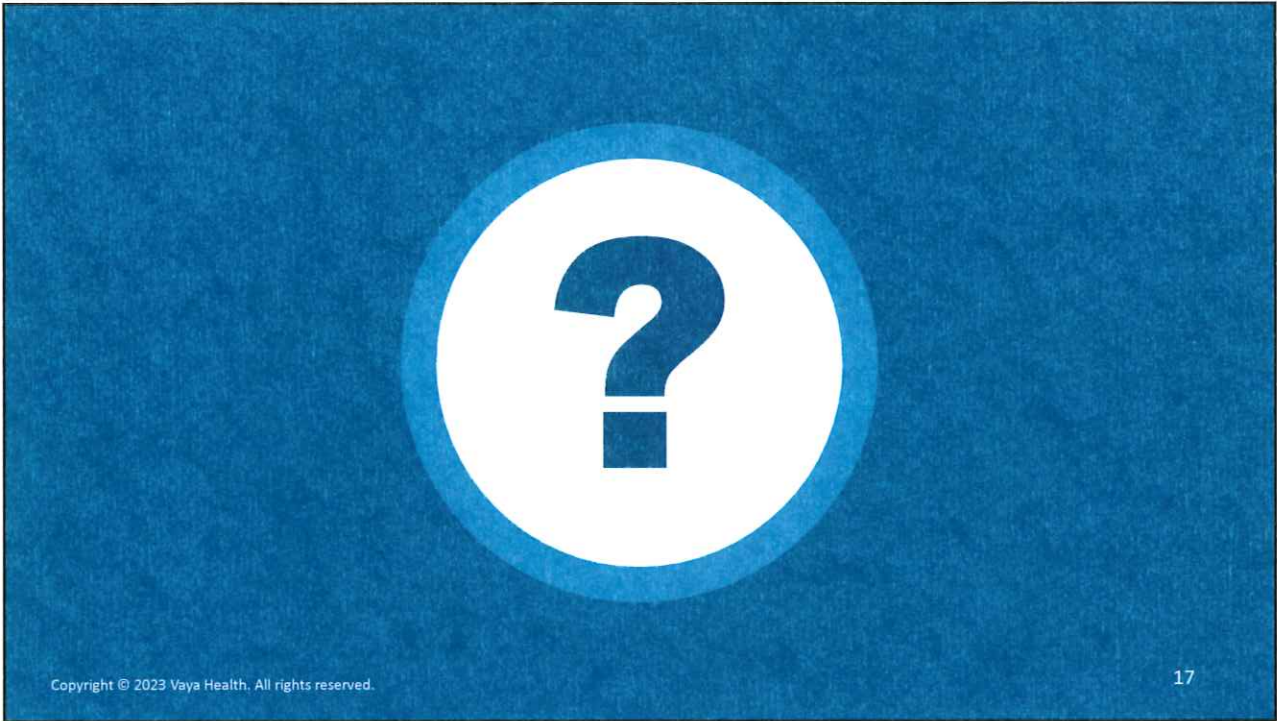
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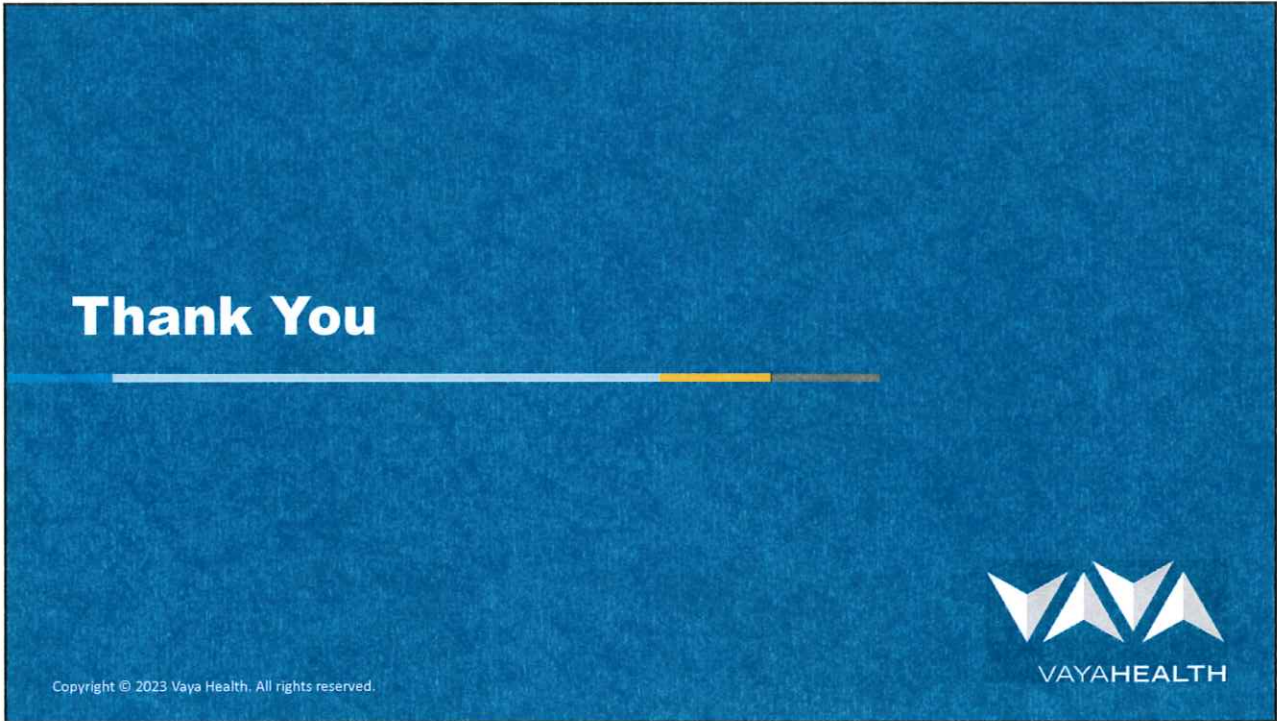
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Granville County Administration

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: October 16, 2023
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: Barry Baker
Department: Planning & Zoning
Date: October 16, 2023
Title: **Public Hearing- Granville County Land Development Code Text Amendment Petition**

PURPOSE:

Hold public hearing for a proposed amendment to the Land Development Code (LDC) that would increase the minimum lot size in a rural cluster subdivision to 40,000 square feet, require a minimum lot width of 85 feet per lot and change the minimum setbacks in proposed rural cluster subdivisions.

BACKGROUND:

Rural cluster subdivisions have been allowed by subdivision regulations since 2019. In review of all major subdivisions reviewed and approved since the adoption of the regulations, all of the major subdivisions approved have been cluster/conservation subdivisions. To add to the discussion, please find below all of the subdivisions from that have been submitted to the Planning Board since rural cluster subdivision adoption with average lot sizes, smallest lot in the subdivision, and whether the subdivision has indicated a community well.

- Sherron Estates – Average lot size is 41,382 square feet with smallest lot 30,478 square feet. No community well indicated. January 2020 Planning Board.
- Ironwood, Phase 3 – Average lot size is 53,578 square feet with smallest lot 40,008 square feet. No community well indicated. March 2021 Planning Board.
- Providence – Average lot size is 33,976 square feet with smallest lot 30,001 square feet. No community well indicated. May 2021 Planning Board.
- Sadiebear – Average lot size is 44,866 square feet with smallest lot 30,332 square feet. Community well indicated. June 2021 Planning Board.
- Swanson – Average lot size is 64,294 square feet with smallest lot 26,629 square feet. Community well indicated. June 2021 Planning Board.
- Magnolia Terrace – Average lot size is 40,349 square feet with the smallest lot 31,174 square feet. No community well indicated. June 2021 Planning Board.

- Browning Place – Average lot size is 42,374 square feet with the smallest lot 35,021 square feet. No community well indicated. December 2021 Planning Board.
- Northern Falls – Average lot size is 38,077 square feet with smallest lot 29,531 square feet. Community well indicated. January 2022 Planning Board.
- Blue Ash – Average lot size is 39,160 square feet with smallest lot 29,091 square feet. Community well indicated. March 2022 Planning Board.
- Hugh Davis – Average lot size is 38,478 square feet with smallest lot 33,372 square feet. No community well indicated. March 2022 Planning Board.
- Forest Ridge – Average lot size is 30,709 square feet with smallest lot 22,251 square feet. Community well indicated. May 2022 Planning Board.
- Preserve West – Average lot size is 49,368 square feet with smallest lot 30,171 square feet. No community well indicated July 2022 Planning Board.
- Broad Point Estates – Average lot size is 49,368 square feet with smallest 29,238 square feet. No community well indicated. September 2022 Planning Board.
- Parrott Farms – Average lot size is 47,480 square feet with smallest lot 44,211 square feet. No community well indicated. September 2022 Planning Board.
- The Oaks – Average lot size 39,988 square feet with smallest lot 19,287 square feet. Community well indicated. September 2022 Planning Board.
- Murphy’s Ridge – Average lot size is 68,065 square feet with smallest lot 44,211 square feet. No community well indicated. October 2022 Planning Board.

For additional commentary, there have not been any major subdivisions on the Planning Board agenda since the December 2022 adoption of the 30% open space requirement for rural cluster subdivision. Looking back at the last ten years including calendar year 2022, these are jut statistics for the number of preliminary approved lots in Granville County zoning/subdivision jurisdiction:

<u>Year</u>	<u>Lots</u>
2022	772
2021	154
2020	23
2019	89
2018	51
2017	58
2016	125
2015	44
2014	82
2013	0

RECOMMENDATION:

The Granville County Planning Board unanimously recommended approval 5-0.

ATTACHMENTS:

Copy of Draft Amendment

Copy of Section 32-602 of the Land Development Code

Minute Excerpts of the September 21, 2023 Planning Board

Planning Board Written Consistency Statement

Copy of E-Mail from Mr. Alex Bailey dated 8-21-23 with attachments to said e-mail

PowerPoint Presentation

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):

A stated recommendation of the Granville County Comprehensive Land Use Plan is to: "Implement Conservation Design principles by encouraging flexibility in lot size and clustering to protect natural resources and existing agricultural operations." Further, the Plan encourages cluster development on smaller lots to preserve large open space areas in un-sewered areas with good soils and/or water availability. As such, the proposed text amendment is consistent with the adopted Comprehensive Land Use Plan.

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

- Proposed code text amendment amending Section 32-602 of the Granville County Land Development Code by amending the following language (**bold** denotes new language and ~~strike-through~~ denotes deleted language):

Sec. 32-602. Major subdivisions.

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

(4) *Lot design standards*. Each lot shall be regularly shaped and meet the **following** dimensional standards:

~~of section 32-263 of this chapter.~~

- a. **Minimum lot size shall be 40,000 square feet.**
- b. **Minimum lot width shall be 85 feet.**
- c. **Minimum setbacks shall be 50 feet street yard, 15 feet side yard and 25 feet rear yard.**

D.

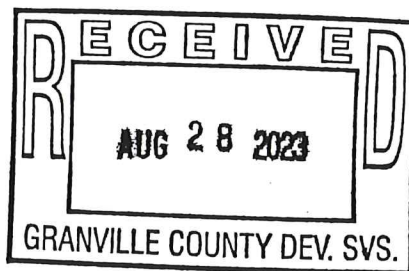
Applicant's Signature (or Applicant's Authorized Agent): Ben Boh, Plan Director / on behalf of the (Plan Board)

Date: 8-28-23

Fee Paid: N/A

Received on August 28, 2023

Kathryn Hart
Secretary to the Planning Board



Sec. 32-602. - Major subdivisions.

(a) A major subdivision is a subdivision of land that is not a minor subdivision meeting the standards in section 32-603 or an exception as defined in section 32-582. Major subdivisions shall be developed in conformance with division 3 of this article. A minimum of ten percent of a major subdivision shall be reserved for active recreation. 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 for active recreational uses. Open space dedication or reservation and maintenance shall be the same as found in section 32-602(b)(6) and (7).

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

(1) *Purpose.* Clustering of residential lots is intended to encourage subdivision design that is more efficient and better suited to the natural features of the land than a conventional subdivision, by regulating lots based on lot density standards rather than minimum lot size standards and by requiring that part of the subdivision not devoted to lots and roads be set aside as usable open space. This allows smaller lots to be concentrated on those parts of the subdivision best suited to accommodate development with the least adverse impact. Clustering also allows smaller and less costly network of roads and utilities and reduces the amount of impervious surface and stormwater runoff. The open space provided by clustering can be used to provide recreational opportunities for the subdivision's residents, to conserve and protect significant natural areas and environmentally sensitive areas, and to preserve important historic resources.

In WS II watersheds, state rules will not allow lots less than 40,000 square feet in area when septic tanks are used.

(2) Clustering of lots shall not be allowed on any tract of land less than ten acres in size.

(3) *Maximum number of lots (lot density).* Clustering shall not increase the density of development.

The maximum number of lots allowed within a cluster subdivision shall be equal to the site's total land area (acreage), less the street rights-of-way, divided by the minimum lot size of the non-clustered subdivision. The density for WS II critical watershed is .50 dwellings per acre per state law.

(4) *Lot design standards.* Each lot shall be regularly shaped and meet the dimensional standards of section 32-263 of this chapter.

(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 30 percent of the subdivision (with a minimum of ten percent 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 ten percent 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.

(6) *Open space dedication or reservation.*

- a. Land within the subdivision site not contained in lots, streets, or utility easements, shall be in one or more contiguous parcels dedicated or reserved as permanent open space. The title to the open space shall be conveyed to a property owners' association, homeowners' association, or other legal entity (public agency or nonprofit organization) that is capable of and willing to accept responsibility for managing the open space for its intended purpose.
- b. Each dedicated or reserved open space parcel shall be shown on all subdivision plans and on record plat recorded with the county register of deeds, with a notation of its area and its intended open space use.

(7)

Maintenance of open space. The owner of the open space shall be responsible for maintaining the open space so that it continues to effectively function for its intended use and any dedication or conveyance of an open space parcel shall provide for such responsibility.

(Ord. of 7-12-1999, § 10.110; Ord. of 4-3-2000, § 13; Amend. (1) of 4-2-2007, § 1; Ord. of 6-17-2019(1);
Amend. of 6-6-2022(1), § 2; Amend. of 12-5-2022(1), § 1)

EXCERPTS FROM THE UNAPPROVED PLANNING BOARD MINUTES OF SEPTEMBER 21, 2023,
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 the minimum lot size in rural cluster subdivision to 40,000 square feet, require a minimum lot width of 85 feet per lot and change the minimum setbacks in proposed rural cluster 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 legislative hearing. Mr. Baker stated that the proposed amendment would continue to provide flexibility for cluster subdivisions with a smaller lot size and smaller lot frontage requirement than a conventional subdivision. He further stated that developers have the flexibility to choose between a conventional subdivision and cluster subdivision that did not exist prior to the amendments establishing rural cluster subdivisions in 2019. Mr. Baker also stated the following: Rural cluster subdivisions have been allowed by subdivision regulations since 2019. In review of all major subdivisions reviewed and approved since the adoption of the regulations, all of the major subdivisions approved have been cluster/conservation subdivisions. To add to the discussion, please find below all of the subdivisions from that have been submitted to the Planning Board since rural cluster subdivision adoption with average lot sizes, smallest lot in the subdivision, and whether the subdivision has indicated a community well.

- Sherron Estates – Average lot size is 41,382 square feet with smallest lot 30,478 square feet. No community well indicated. January 2020 Planning Board.
- Ironwood, Phase 3 - Average lot size is 53,578 square feet with smallest lot 40,008 square feet. No community well indicated. March 2021 Planning Board.
- Providence - Average lot size is 33,976 square feet with smallest lot 30,001 square feet. No community well indicated. May 2021 Planning Board.
- Sadiebear - Average lot size is 44,866 square feet with smallest lot 30,332 square feet. Community well indicated. June 2021 Planning Board.
- Swanson - Average lot size is 64,294 square feet with smallest lot 26,629 square feet. Community well indicated. June 2021 Planning Board.
- Magnolia Terrace - Average lot size is 40,349 square feet with smallest lot 31,174 square feet. No community well indicated. June 2021 Planning Board.

- Browning Place - Average lot size is 42,374 square feet with smallest lot 35,021 square feet. No community well indicated. December 2021 Planning Board.
- Northern Falls - Average lot size is 38,077 square feet with smallest lot 29,531 square feet. Community well indicated. January 2022 Planning Board.
- Blue Ash - Average lot size is 39,160 square feet with smallest lot 28,091 square feet. Community well indicated. March 2022 Planning Board.
- Hugh Davis - Average lot size is 38,478 square feet with smallest lot 33,372 square feet. No community well indicated. March 2022 Planning Board.
- Forest Ridge - Average lot size is 30,709 square feet with smallest lot 22,251 square feet. Community well indicated. May 2022 Planning Board.
- Preserve West - Average lot size is 49,368 square feet with smallest lot 30,171 square feet. No community well indicated. July 2022 Planning Board.
- Broad Point Estates - Average lot size is 35,196 square feet with smallest lot 29,238 square feet. No community well indicated. September 2022 Planning Board.
- Parrott Farms - Average lot size is 47,480 square feet with smallest lot 27,837 square feet. No community well indicated. September 2022 Planning Board.
- The Oaks - Average lot size is 39,988 square feet with smallest lot 18,287 square feet. Community well indicated. September 2022 Planning Board.
- Murphy's Ridge - Average lot size is 68,065 square feet with smallest lot 44,211 square feet. No community well indicated. October 2022 Planning Board.

For additional commentary, there have not been any major subdivisions on the Planning Board agenda since the December 2022 adoption of the 30% open space requirement for rural cluster subdivision. Looking back at the last ten years including calendar year 2022, these are the statistics for the number of preliminary approved lots in Granville County zoning/subdivision jurisdiction:

<u>Year</u>	<u>Lots</u>
2022	772
2021	154
2020	23
2019	89
2018	51
2017	58

2016	125
2015	44
2014	82
2013	0

Mr. Baker further noted that the Development Review Committee had comments from Mr. Drew Cummings in an e-mail dated 9-6-23 that is in your agenda material. Mr. Baker also stated that Mr. Alec Bailey, Developer, had submitted comments concerning the proposed amendment in an e-mail dated 8-21-23 which are also included in the agenda item material.

Chairman Turner asked for questions from the Board Members. Hearing none, he recognized the following citizens for comments:

Alice Meise- Mrs. Meise stated that she was in favor of returning the lot minimum to 40,000 square feet. She stated that the watershed supplies the water for Raleigh in Falls Lake. She also mentions that more homes in the area could lead to pollution in Falls Lake.

Jaycee Georgiv- Mrs. Georgiv stated that the lack of infrastructure proves why overdevelopment is not feasible in Southern Granville County. She mentions that the Comprehensive plan estimated a population growth of eighteen percent between 2000 and 2010. She informed the board that in the last 10 years the population in District 6 has increased twenty-five percent, however no updates were made to the growth management plan, economic development, and natural resource conservation planning to account for this population growth. Mrs. Georgiv stated that infrastructure and resources have remained at the same level, however home prices have increased exponentially. Many amenities that people expect to have are detrimental to Falls Lake. She stated that until a groundwater study has been conducted, Granville County should not support growth in the area at this pace.

William Ott- Mr. Ott stated that he supported the one-acre minimum lot requirement for residential property. He had concerns about the water quantity levels of Granville County and suggested that a groundwater study should be completed to substantiate any development in the future.

Daniel Mosher- Mr. Mosher stated that he was in favor of the one-acre lot minimum. He also stated that no developer can promise greenspace areas that do not do more damage to the environment.

Bestse Noble- She stated that she was representing her neighbors who were in favor of the one-acre lot minimum.

Harvey Spurr- Mr. Spurr stated that he was in favor of having a larger lot size, preferably 41,000 square feet. He stated that he wants people to prosper and have little harassment as possible, especially from septic tanks. He mentioned that individuals need more space for septic tanks and the stability for them.

Mark Kwasnick- Mr. Kwasnick stated that he supports the 40,000 square foot lot minimum. He stated that going from one-acre lots to half-acre lots doubles how much water is coming out of the ground and the more water coming out of the ground the more it would disturb the sediment and kick up dirt.

Chairman Turner asked for questions from the Board. Hearing none.

Chairman Turner then asked if anyone else in the audience wished to speak.

Hearing none, Chairman Turner closed the public hearing and asked for a motion.

Board Member Mangum made a motion to accept the text amendment's Comprehensive Plan Statement Justification as the Planning Board's written consistency statement, and to recommend approval of the proposed text amendment. The motion was seconded by Board Member Nelson.

The motion passed unanimously.

Ayes: Averette, Brewer, Mangum, Nelson, Turner

Nays: None

Planning Board Written Consistency Statement Regarding amendment to the land development code (LDC) that would increase the minimum lot size in a rural cluster subdivision to 40,000 square feet, require a minimum lot width of 85 feet per lot and change the minimum setbacks in proposed rural cluster subdivisions.

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

A stated recommendation of the Granville County Comprehensive Land Use Plan is to: "Implement Conservation Design principles by encouraging flexibility in lot size and clustering to protect natural resources and existing agricultural operations." Further, the Plan encourages cluster development on smaller lots to preserve large open space areas in un-sewered areas with good soils and/or water availability. As such, the proposed text amendment is consistent with the adopted Comprehensive Land Use Plan.

Michael Turner

Michael Turner, Planning Board Chairman
North Carolina
Granville County

I, Katelynn Hart, 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 3rd day of October, 2023.

(Official Seal)



Katelynn Hart Notary Public

My Commission expires January 22, 2028

Barry Baker

From: Alex Bailey <alexbailey@icloud.com>
Sent: Monday, August 21, 2023 8:39 AM
To: Drew Cummings; Korena Weichel; Audrey Boone; Russ May; Timothy Karan; Zelodis Jay; Rob Williford; Sue Hinman; Tony Cozart; Jimmy Gooch; Debra Weary; Scott Phillips; Ken Reeves; Steve McNally; Chris Brame; Byron Currin; Angela Allen; Jenny Griffin; Terry Hobgood; Barry Baker
Cc: Gerry Koinis
Subject: Granville County Planning Board – Amendment to the Land Development Code
Attachments: Granville County Planning Board – Amendment to the Land Development Code.pdf; Cedar Knolls - Construction Drawings 11.16.2022.pdf

This email originated from External Source. Please use proper judgement and caution when opening attachments, clicking links, or responding to this email.

All,

I trust this email finds you well. I am writing to express my concerns regarding the proposed increase in the minimum lot size for Granville County. The attached PDF letter provides a comprehensive overview of my thoughts and perspectives on this matter.

The complexities involved in property development, particularly in relation to soil suitability, well placement, and septic systems, should not be underestimated. It is my firm belief that decisions of this nature should be made with the guidance of local experts, including engineers, surveyors, and soil scientists, who can provide a holistic understanding of the technical nuances involved.

In light of the current discussions, it's crucial to ensure that **decisions are grounded in informed analysis rather than driven by emotional considerations**. I kindly request that, in consideration of Granville County's desired land plan and the well-being of our community, you engage in a comprehensive and well-informed discussion that includes the input of these technical experts. The attached letter outlines these points in greater detail. In addition to this, you will find the approved construction drawings for Cedar Knolls.

Thank you for your time and attention to this matter.

Alex Bailey
 (919)741-7575
alexTbailey@icloud.com

Alex Bailey
 10931 Strickland Road Suite 111
 Raleigh, NC 27615
alexTbailey@icloud.com
 (919)741-7575
 8/17/2023

Granville County Planning Board – Amendment to the Land Development Code

Dear Members of the Planning Board,

I hope this letter finds you well. I am writing to express my concerns and provide a well-reasoned perspective regarding the proposed increase in the minimum lot size for Granville County. My name is Alex Bailey, a Julie Wright Land Company Broker, I am a third-generation developer, son to Robert Wayne Bailey, grandson to James A Bailey. I am currently managing the development of Retreat at Merriweather (13 lots), Cedar Knolls (45 lots), and Preserve West (178 lots). As a stakeholder in the community and a vested interest in responsible and sustainable development, I believe it is essential to carefully consider the potential implications of such a change.

While I deeply respect the board's commitment to the community's well-being and the preservation of natural resources, I would like to highlight some crucial aspects that should be considered before making any decision that impacts the local landscape.

The proposal for a minimum lot size increase for a Rural Cluster Subdivision under debate, presents a unique scenario that cannot be simply addressed through a one-size-fits-all approach. Using Cedar Knolls as an example, a cluster subdivision within the Falls Lake Watershed, the current lot sizes have been thoughtfully established to accommodate the complex variables associated with property development. These variables encompass soil suitability for septic systems, well placement, and the optimal location for residential structures. It is imperative to recognize that these considerations, collectively, define the layout and potential density of the development.

My analysis of the impact of this proposed change, taking into account the entire subdivision, highlights potential drawbacks that merit thorough deliberation. For Cedar Knolls instance, considering all lots under 40,000 square feet, there would be a total of 37 such lots, comprising a cumulative square footage of 1,322,968. Dividing this by the proposed minimum lot size of 40,000 square feet would yield 33 lots. Consequently, there would be a net loss of four lots, translating to a considerable economic burden. Budgeting a 30% margin, we expect to sell lots for \$115,000 each. A development cost of \$88,461.53 per lot, with a loss of 4 lots, results in an additional expenditure of \$353,846.15, which, if distributed among the remaining 41 lots, would entail an approximate increase of \$8,630.39 per lot. Resulting in lots being sold for at minimum \$123,630.40.

Furthermore, it is essential to note the potential repercussions of such additional costs on the broader housing market. As a developer, when we price lots, we take the average sale price of new construction in the area and multiply it by 15% to 20%. Meaning the lot price is comprised of 15% to 20% of the final home price. This industry standard estimation of 15%-20% of lot value contributing to the final home

price emphasizes the economic ramifications. In this context, an increase of \$8,630.39 due to the proposed changes would result in an added value of approximately \$57,535.93 to each home, reflecting the domino effect of even minor alterations.

Beyond the economic perspective, there are broader implications to consider, including the potential scarcity effect in the watershed due to decreased availability of suitable land. The objective of responsible land use management is to balance environmental conservation with the need for sustainable housing solutions. The proposed increase in minimum lot size, combined with the now 30% open space requirement, while well-intentioned, may inadvertently exacerbate the existing challenges faced by hardworking Americans seeking affordable housing options.

I believe it is crucial for the Planning Board to meticulously consider the multifaceted aspects involved in this decision. Balancing the need for environmental stewardship with the community's housing requirements is undoubtedly a complex task, but one that necessitates an informed, comprehensive, and thoughtful approach. I humbly request that the board takes into account the intricate interplay of factors unique to the development process before reaching a conclusive decision. **The proposed change should be considered carefully as the rules decrease affordability and diminish the amount of useable land in a County where, according to soil scientists, majority of land is not suitable for development.**

Thank you for your time and dedication to the well-being of our community. I believe that the complexity of this matter requires a balanced and informed decision-making process. To ensure a holistic understanding of the situation, I strongly recommend that the Planning Board actively seeks consultation with local engineers, experienced surveyors, and soil scientists. Their expertise will provide valuable insights grounded in technical knowledge, enabling the board to make decisions that align with both the Granville County's desired land plan and the best interests of the community.

I look forward to hearing more about the ongoing discussions and hope that my input will contribute to the overall understanding of this matter. Your commitment to considering a wide range of perspectives, including those rooted in scientific expertise, will undoubtedly lead to a more comprehensive and well-informed conclusion.

Sincerely,

Alex T Bailey

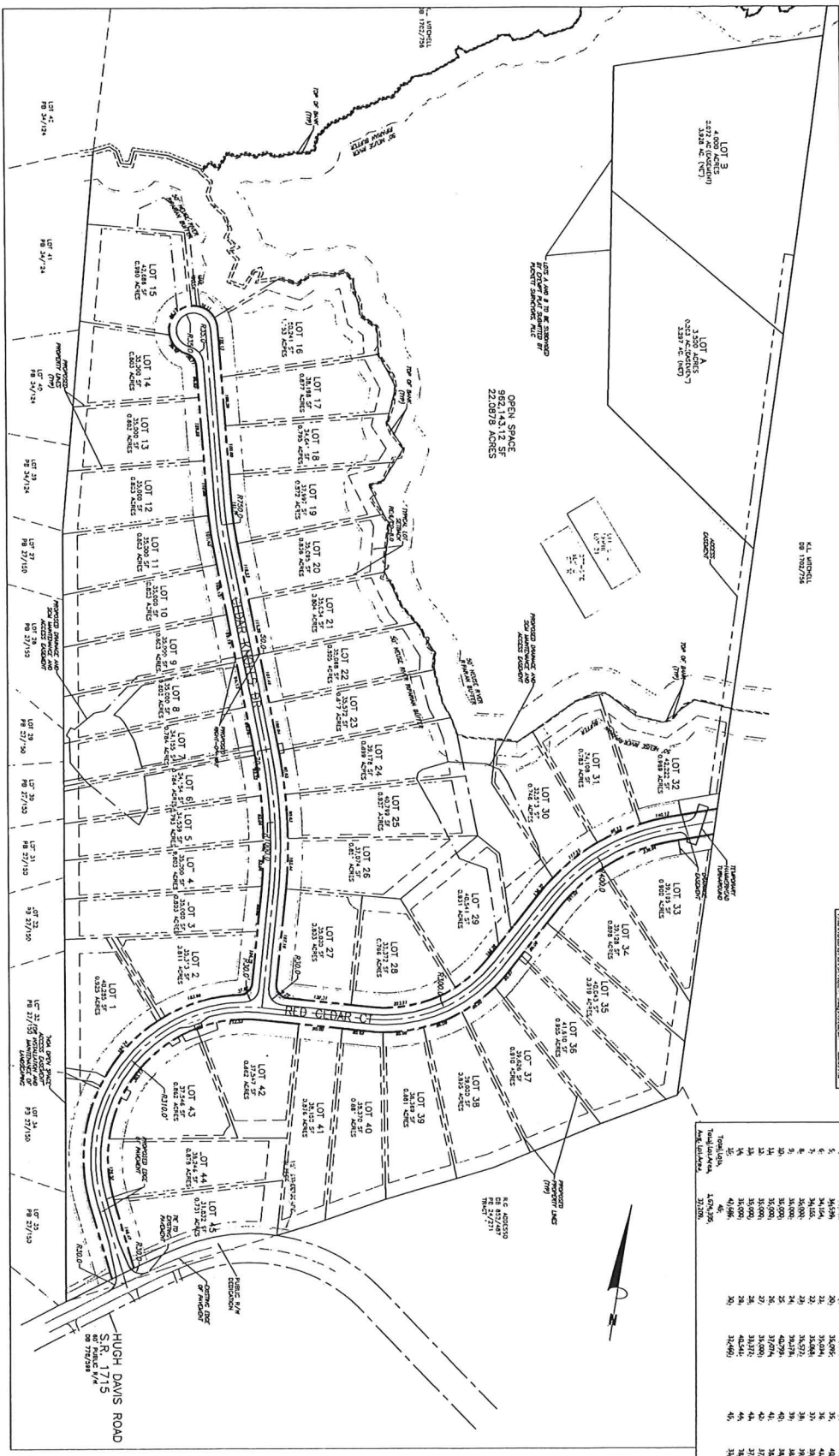
VICINITY MAP

DISTURBED AREA = 368,100 (8.45 AC)
FOR ROAD CONSTRUCTION ONLY.

SHEET INDEX

CD-0.0	COVER SHEET
CD-2.0	SITE PLAN
CD-2.1	SOILS
CD-3.0	GRADING PLAN
CD-3.1	GRADING PLAN
CD-3.2	STORMWATER PLAN
CD-3.3	STORMWATER PLAN
CD-3.4	STORMWATER PLAN
CD-4.0	EROSION CONTROL PLAN
CD-4.1	EROSION CONTROL DETAILS
CD-4.2	EROSION CONTROL DETAILS
CD-5.0	RED CEDAR CT. PLAN AND PROFILE
CD-5.1	RED CEDAR CT. PLAN AND PROFILE
CD-5.2	CEAR KNOLS DR. PLAN AND PROFILE
CD-5.3	CEAR KNOLS DR. PLAN AND PROFILE
CD-6.0	DETAILS

[illegible]



EXISTING CONDITIONS

STREETS	2.84 MI
PROPOSED DRIVE	0.00 MI
TOTAL DRIVE	2.84 MI

PROPOSED DRIVE

PROPOSED DRIVE	0.00 MI
TOTAL DRIVE	0.00 MI

LOT #	AREA (SF)	LOT #	AREA (SF)	LOT #	AREA (SF)
1	4,000	16	5,000	31	3,000
2	4,000	17	5,000	32	3,000
3	4,000	18	5,000	33	3,000
4	4,000	19	5,000	34	3,000
5	4,000	20	5,000	35	3,000
6	4,000	21	5,000	36	3,000
7	4,000	22	5,000	37	3,000
8	4,000	23	5,000	38	3,000
9	4,000	24	5,000	39	3,000
10	4,000	25	5,000	40	3,000
11	4,000	26	5,000	41	3,000
12	4,000	27	5,000	42	3,000
13	4,000	28	5,000	43	3,000
14	4,000	29	5,000	44	3,000
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46	4,000				

11/20/20
OVERALL SITE PLAN
SCALE: 1" = 100'

APPROXIMATE SURFACE ALLOCATION IN LOTS
PROPOSED DRIVE - 2.84 MI
PROPOSED DRIVE - 2.84 MI

NOTES:
1. THE PROPOSED DRIVE IS A NEW DRIVE.
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NOTES:
1. THE PROPOSED DRIVE IS A NEW DRIVE.
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100 0 100 200 300
Scale 1" = 100'

SITE PLAN
CD-20

MAP # 115-0016-003
INDEPENDENT-00 LOT
USE FOR CONSTRUCTION

300 NUMBER 200

DATE: 11/20/20
DRAWN: 11/20/20
CHECKED: 11/20/20
APPROVED: 11/20/20

CEAR KNOX SUBDIVISION

Owner: Robert Wayne Sells & Company
Raleigh, NC 27615
919-414-4177

Genelle County
North Carolina

PROJECT:

11/20/20

ENGINEERING, PLANNING, LANDSCAPE ARCHITECTURE

CJT PA

111 West Main Street
Durham, NC 27701
P 919.682.5242
F 919.682.5242
WWW.CJT-PA.COM

NOTES:

1. THE PROPOSED DRIVE IS A NEW DRIVE.
2. THE PROPOSED DRIVE IS A NEW DRIVE.
3. THE PROPOSED DRIVE IS A NEW DRIVE.



1/CD-2.1
SOILS
SCALE: 1"=100'

SOILS

Sheet Title:

[illegible]

1111

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2020/06/27	2020/06/27
2020/07/27	2020/07/27

Drawn	1994 CVA
Checked	PMH

USE FOR CONSTRUCTION

MAP #:
1834001643B3

10

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10

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10

100

Kdleigh, NC 27813
919-414-4477

Owner:
Robert Wayne Bailey Sr.
4000 Crestmore Road

North Carolina

1

100

CEDAR KNOLLS
SUBDIVISION

100

Project:

17/4/22

St. John's

10/10/2010

LIC # C-1708
NC BOARD OF LANDSCAPE
ARCHITECTS LIC # C-194

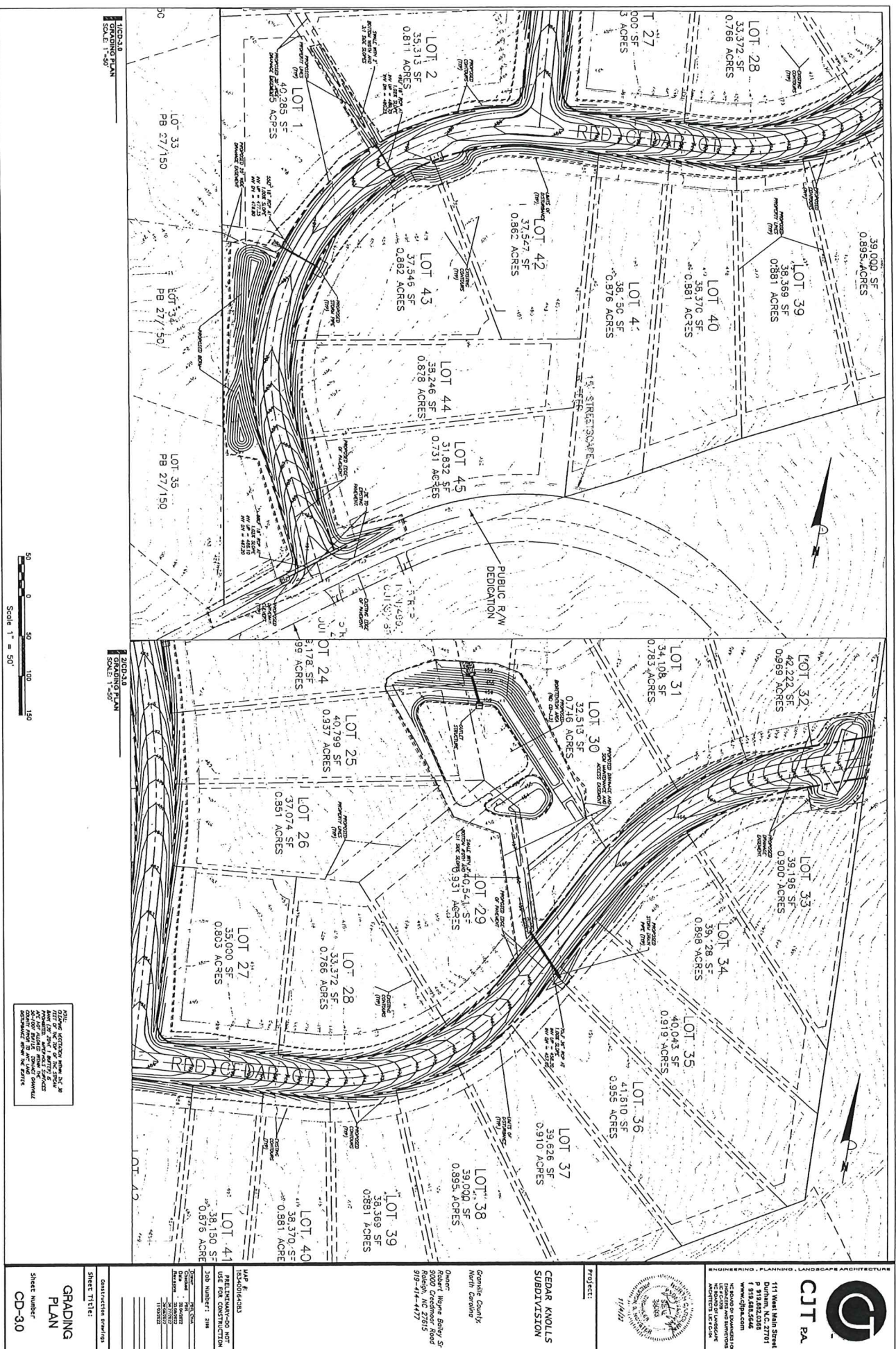
www.cjpra.com

Durham, N.C. 27701
P 919.682.0368

IND. 1

CH

78



CJT PA

111 West Main Street
Durham, NC 27601
P 919.882.0288
F 919.882.0288
www.cjtpa.com

ENGINEERING, PLANNING, LANDSCAPE ARCHITECTURE

CDAR KNOLLS SUBDIVISION

Project:

Owner: Robert Wayne Beyer Sr.
Raleigh, NC 27615
919-414-4177

Gentle County
North Carolina

MAP # 15-00016-0283
PRELIMINARY-DO NOT
USE FOR CONSTRUCTION

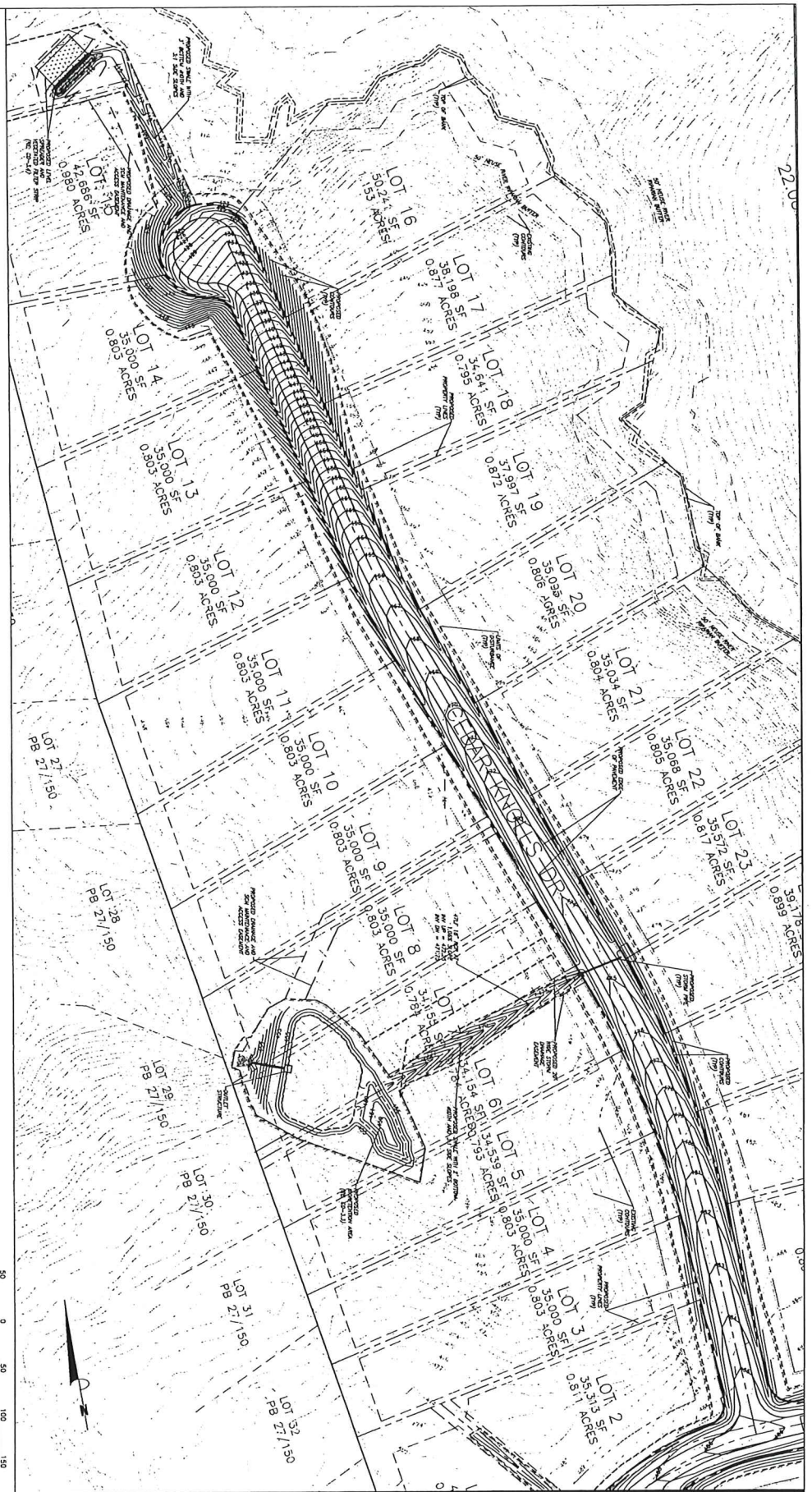
300 NUMBER 248

DATE: 11/09/2010
DRAWN BY: [Name]
CHECKED BY: [Name]
APPROVED BY: [Name]

GRADING PLAN

Sheet Title:

CD-3.0



TYPICAL
SECTION PLAN
SCALE 1"=50'

NOTES:
1. ALL GRADING SHALL BE TO THE FINISHED GRADE SHOWN ON THIS PLAN.
2. ALL EXISTING UTILITIES SHALL BE MAINTAINED AND PROTECTED.
3. ALL NEW UTILITIES SHALL BE INSTALLED AS SHOWN ON THIS PLAN.
4. ALL GRADING SHALL BE TO THE FINISHED GRADE SHOWN ON THIS PLAN.



CJT PA
ENGINEERING, PLANNING, LANDSCAPE ARCHITECTURE
411 West Main Street
Durham, NC 27701
P 919.282.0355
F 919.282.0355
www.cjtpa.com



Project: 17792

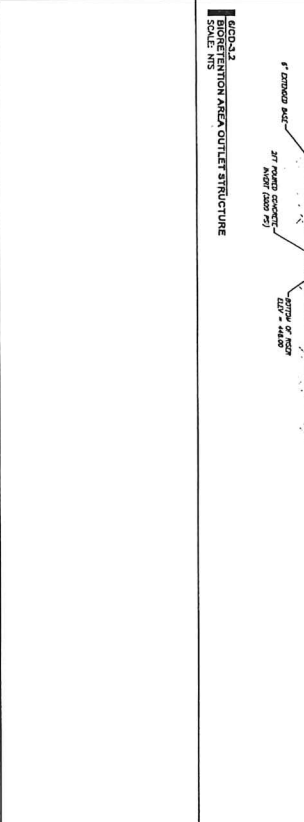
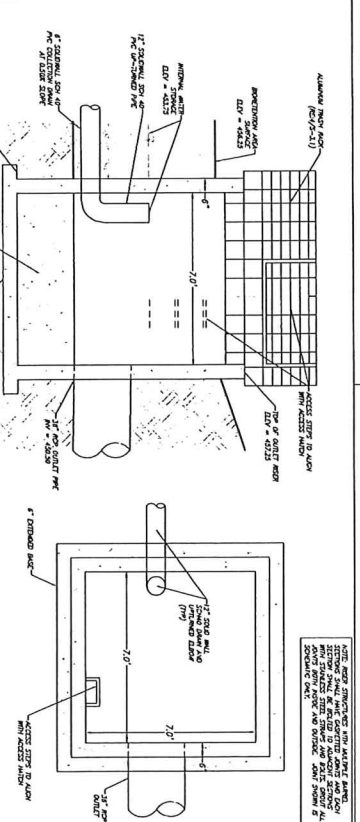
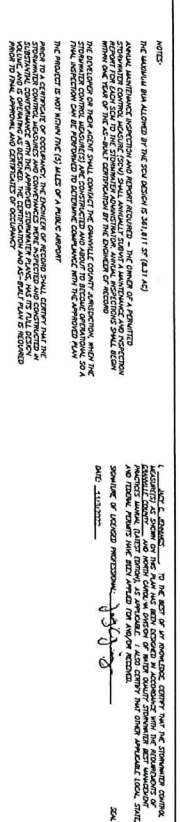
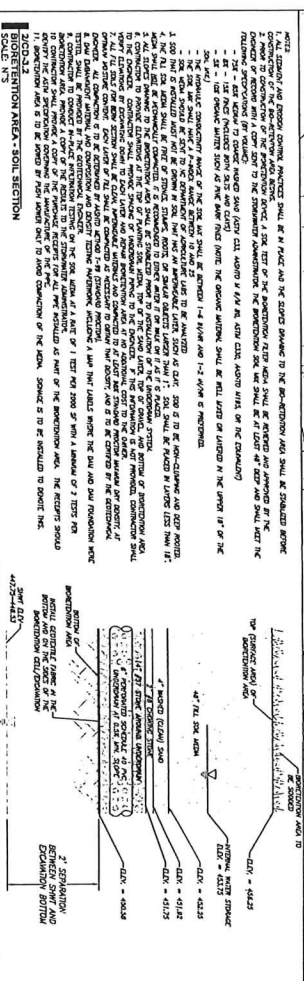
**CEDAR KNOLLS
SUBDIVISION**

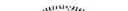
Owner:
Robert Wayne Belay, Jr.
3000 South Main Street
Raleigh, NC 27615
919-414-4177

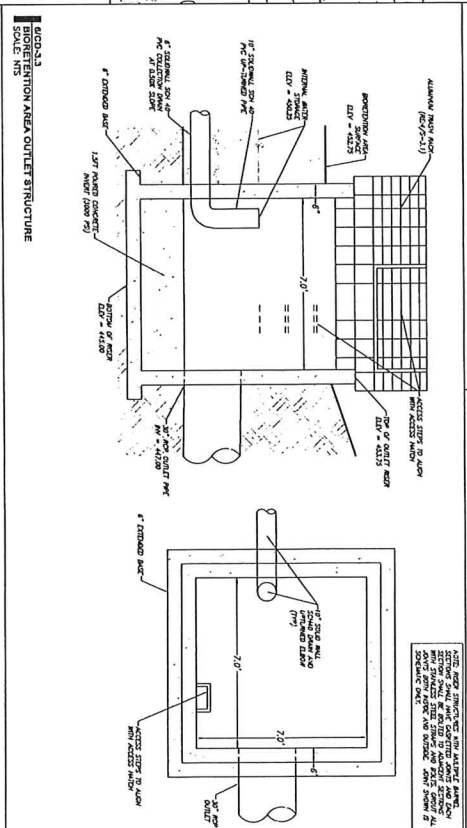
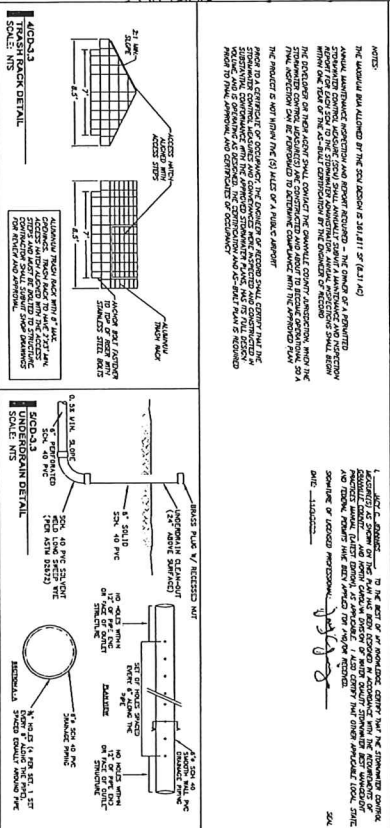
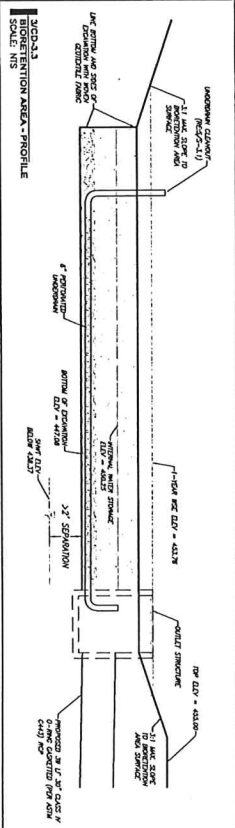
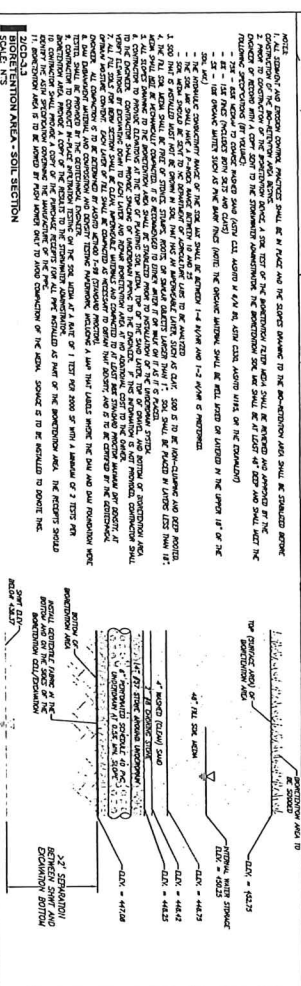
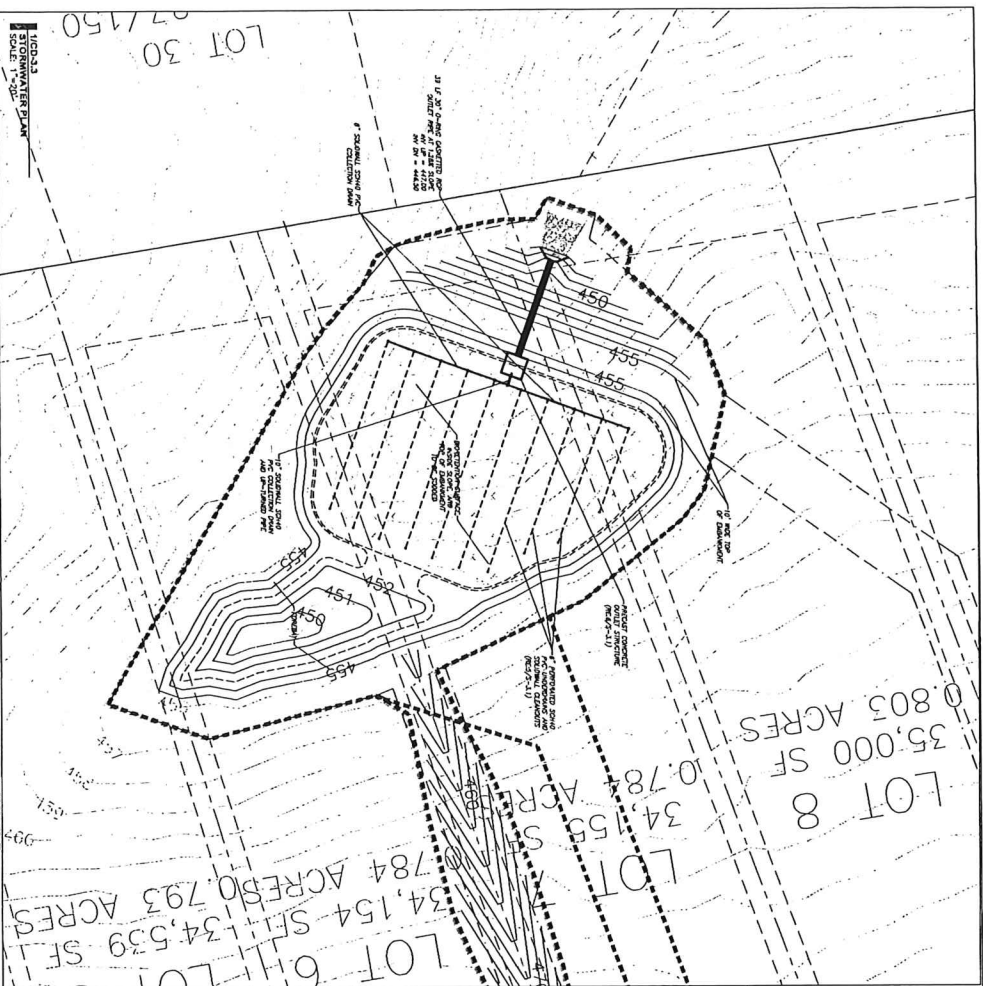
DATE: 10/20/16
PROJECT: PHELPSMAN-20 LOT
USE FOR CONSTRUCTION
SHEET NUMBER: 21M

DATE	BY	CHK
10/20/16	Robert Wayne Belay, Jr.	Robert Wayne Belay, Jr.
11/02/16	Robert Wayne Belay, Jr.	Robert Wayne Belay, Jr.

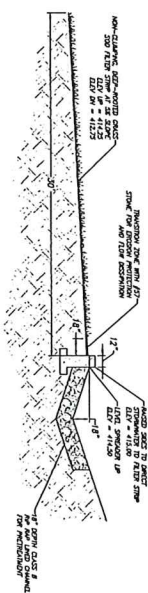
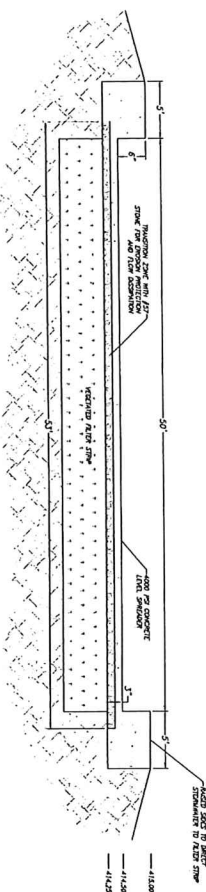
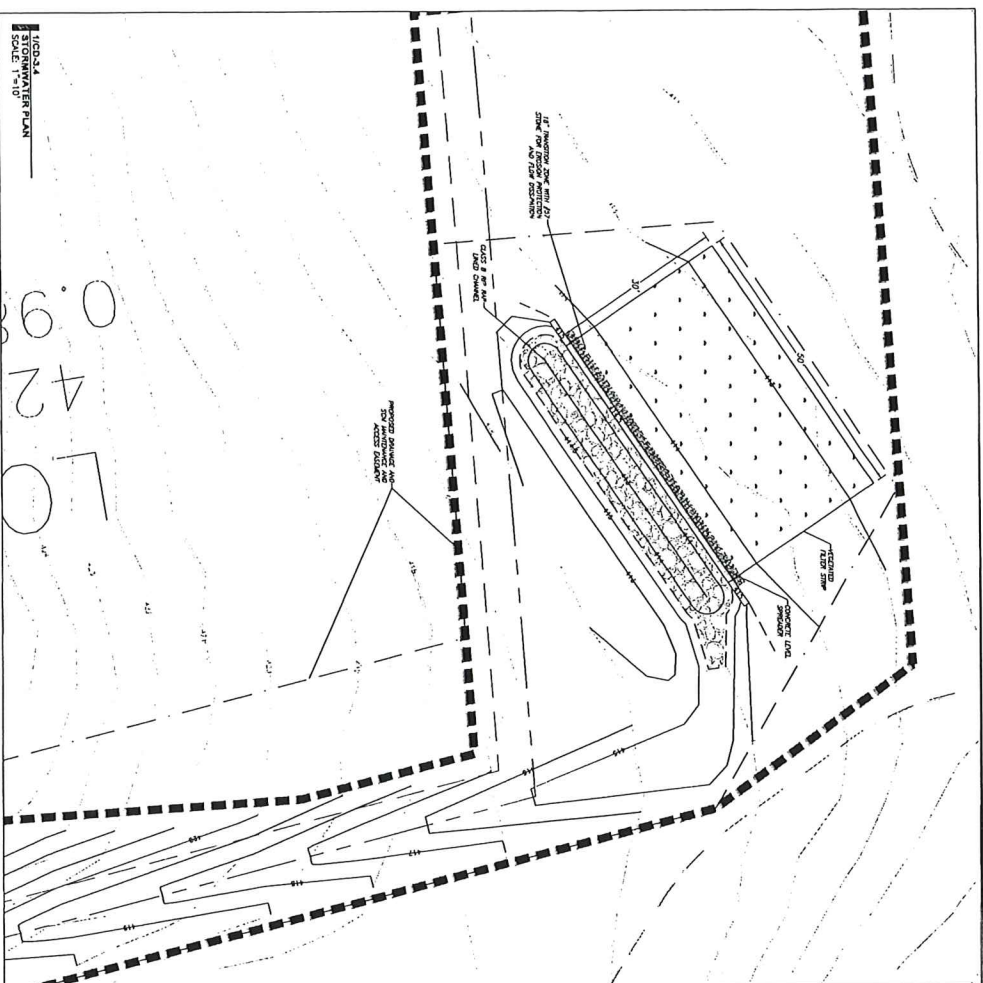
CONSTRUCTION DRAWING
SHEET TITLE:
SHEET NUMBER:
CD-3.1



		ENGINEERING - PLANNING - LANDSCAPE ARCHITECTURE CJT PA	
PROJECT: CEAR KULLS SUBDIVISION		111 West Ninth Street Durham, N.C. 27701 P 919.855.8448 F 919.855.8448 www.cjtpa.com	
Owner: Robert Wayne Bailey Sr. 9000 Cressbrook Road Raleigh, NC 27615 919-414-4417		Location: Granite County, North Carolina	
MAP INFORMATION: PARCEL INFORMATION PARCEL NUMBER: 001 USE FOR CONSTRUCTION JOB NUMBER: 31M		DATE: 11/15/2022 DRAWN BY: [Signature] CHECKED BY: [Signature] REVISIONS: [Table with 2 columns: Revision, Description] T11/03/2022	
CONSTRUCTION PRINTING: SHEET 11/15/21		STORMWATER PLAN	
Sheet Number:		CD-32	



SHEET NUMBER CD-3.3	PROJECT CEPDA KNOLLS SUBDIVISION	DATE 4/1/2022	LOCATION Geonic County, North Carolina	JOB NUMBER 200	DRAWING STORMWATER PLAN	SHEET NUMBER CD-3.3
--	---	--	---	---	--	--

[illegible]

2017-18 BUDGET: _____
 I, _____, being of the age of _____ years, do hereby certify that the above-mentioned information is true and correct to the best of my knowledge and belief.
 I, _____, being of the age of _____ years, do hereby certify that the above-mentioned information is true and correct to the best of my knowledge and belief.
 PRACTICES MANUAL (QUEST) METHOD: AS APPLICABLE. ALSO CERTIFY THAT OTHER APPLICABLE TOOL, STANDARD, AND TROOP POINTS HAVE BEEN APPLIED FOR THIS PROJECT.
 SIGNED BY LEADER: _____
 DATE: 11/02/2022

3/CD-3.4
LEVEL SPREADER - SECTION
SCALE: NTS

ENGINEERING, PLANNING, LANDSCAPE ARCHITECTURE

CJT PA



111 West Main Street
Durham, N.C. 27701
P 919.682.0366
F 919.684.5646
www.cjtpa.com

NC BOARD OF EXAMINERS FOR
LANDSCAPE ARCHITECTS
NC BOARD OF LANDSCAPE
ARCHITECTS INC. 6108

Project: 

CEDAR KNOLLS
SUBDIVISION

Granville County
North Carolina

Owner:
Robert Wayne Bailey Sr.
9000 Creedmoor Road
Raleigh, NC 27615
919-414-4477

18340016428

PRELIMINARY-DO NOT
USE FOR CONSTRUCTION

Job Number: 2

Dinner Hot City

Checked	PSM
Date	22-04-2022

Revised 23/08/2002
24/2/2002

11/03/2007

1111

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Construction

Sheet Title:

T

STORMY

PI A1

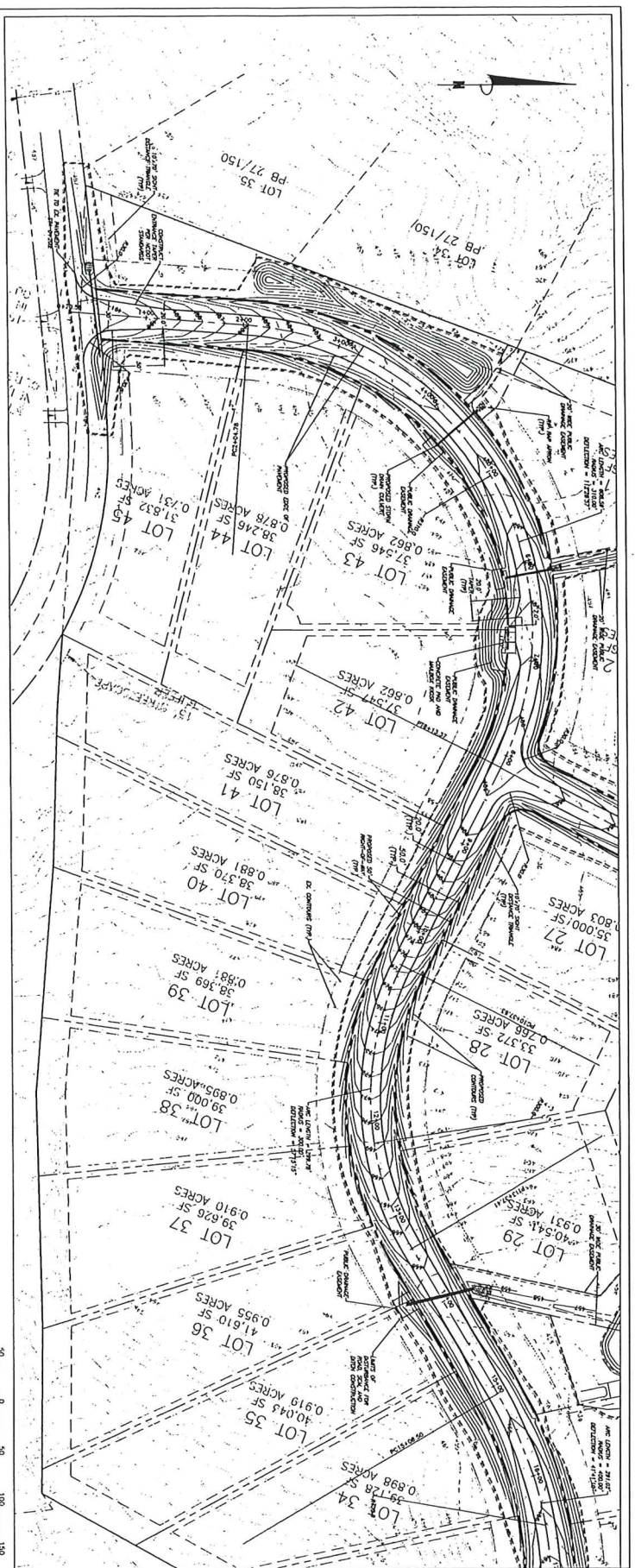
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Sheet Number

3

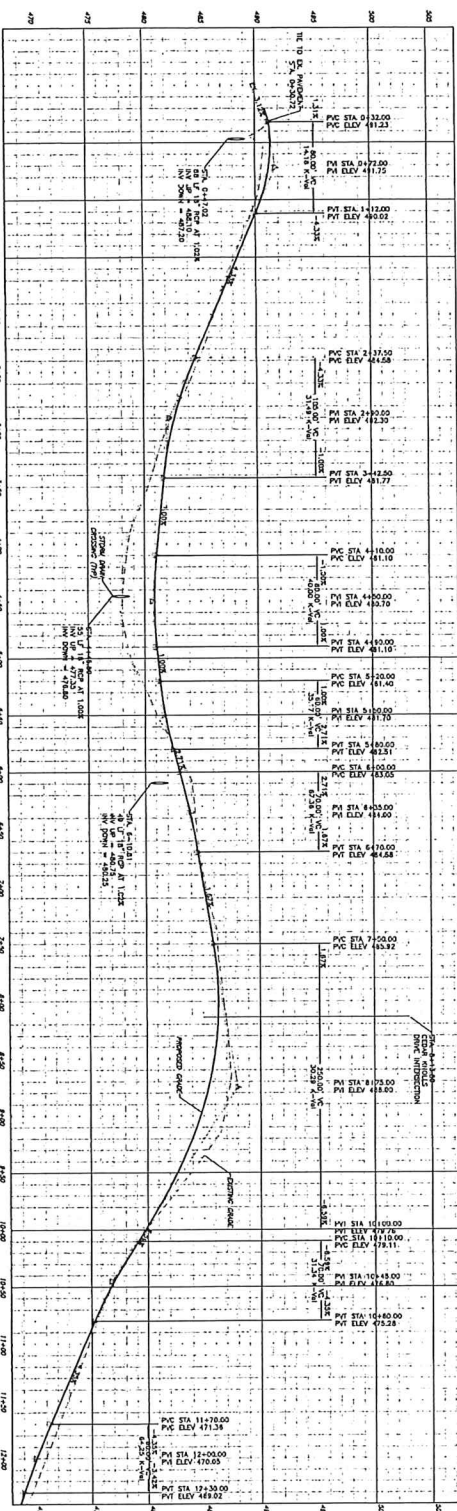
30-3

1



REDA
SCALE 1"=50' H

RED CEDAR COURT - STA. 0+00 -12+00.00



CJT PA

111 West Main Street
Durham, NC 27701
P 919.882.0388
F 919.882.0389
www.cjtpa.com

NC BOARD OF EXAMINERS FOR PROFESSIONAL PLANNING
LICENSED PROFESSIONAL PLANNER
MEMBER: L. C. C. 1000

PROJECT:

CEDAR KNOLLS
SUBDIVISION

Owner: Mary Beth S.
2000 Cranberry Road
Raleigh, NC 27615
919-414-4477

Genivie Gault
North Carolina

MAP #:

1024016-0003

1024016-0003 NOT
FOR CONSTRUCTION

SUB DIVISION: 200

DATE: 11/11/2020

BY: 11/11/2020

CHECKED: 11/11/2020

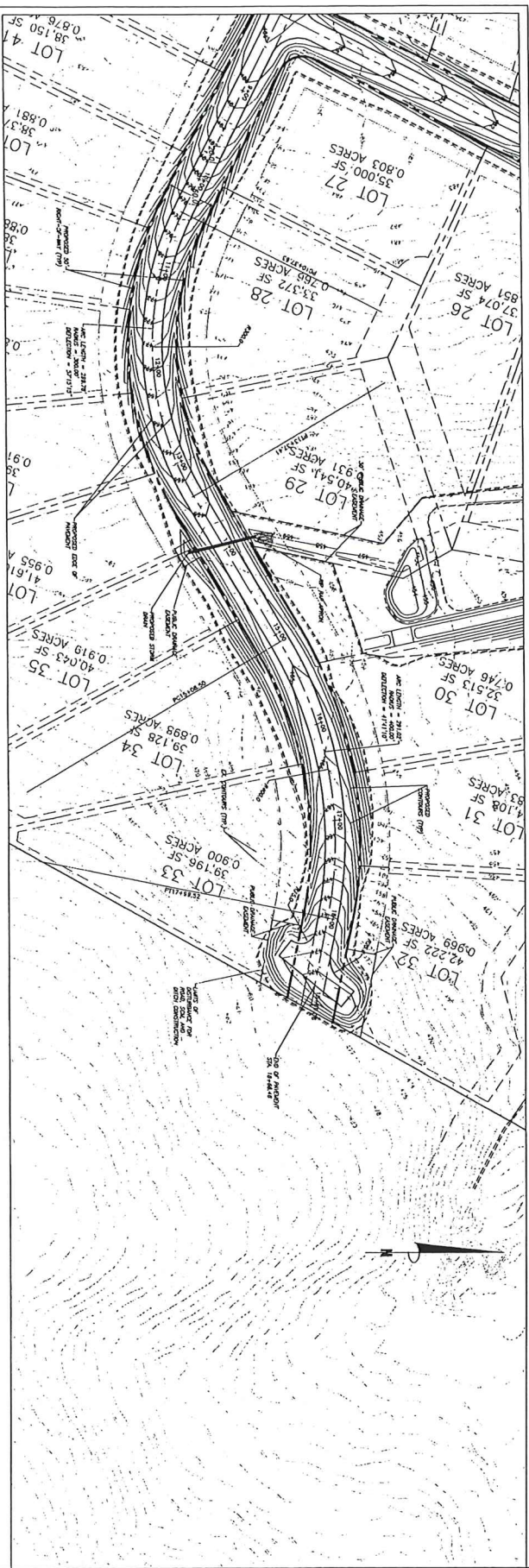
APPROVED: 11/11/2020

SHEET TITLE:

PLAN
AND
PROFILE

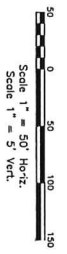
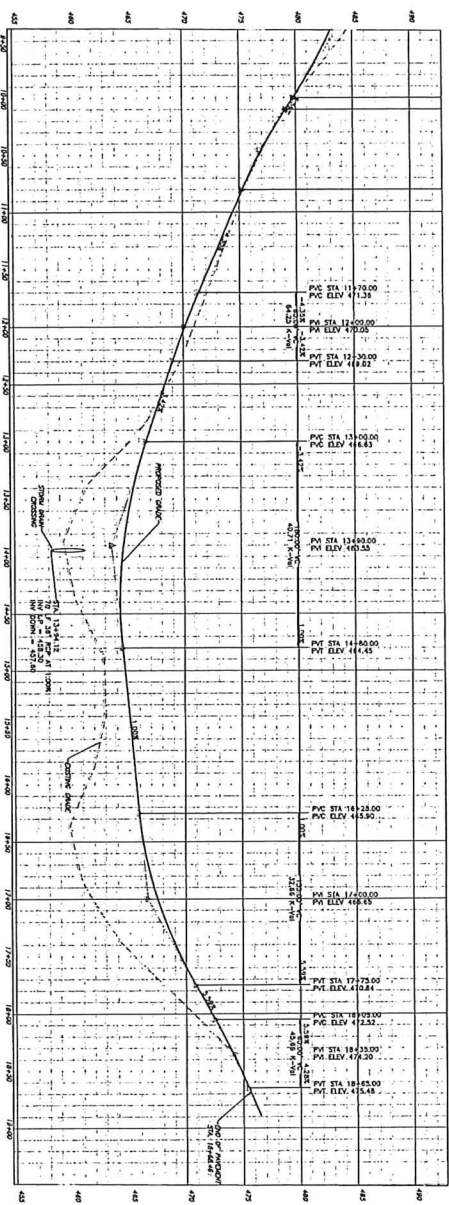
SHEET NUMBER:

CD-50



TICKS
PLAN AND PROFILE
SCALE: 1"=50' H

RED CEDAR COURT - STA. 12+00 -18+89.06





CJT PA

111 West Main Street
Durham, NC 27701
P 919.682.5352
F 919.682.5346

REGISTERED PROFESSIONAL ENGINEER
REGISTERED PROFESSIONAL PLANNER
REGISTERED PROFESSIONAL LANDSCAPE ARCHITECT

ENGINEERING, PLANNING, LANDSCAPE ARCHITECTURE

PROJECT:

CEDAR KNOLLS SUBDIVISION

OWNER:

Robert Wayne Brady, Sr.
3500 S. 10th Street
Raleigh, NC 27615
919-414-4177

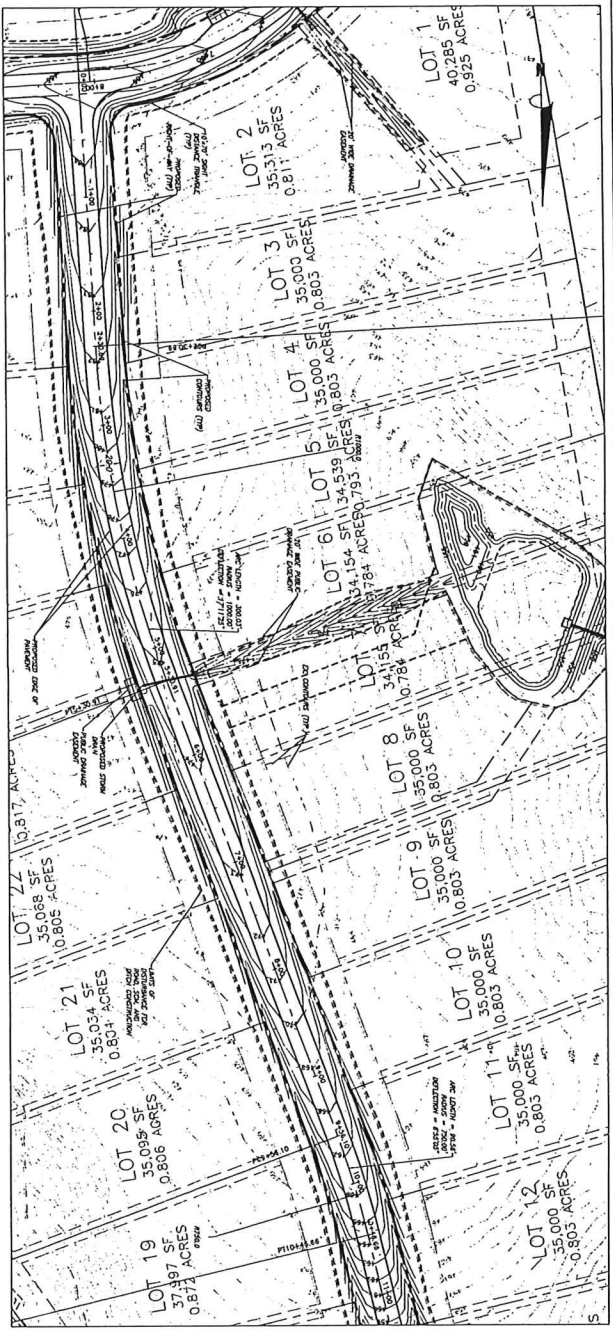
DATE:

11/9/12

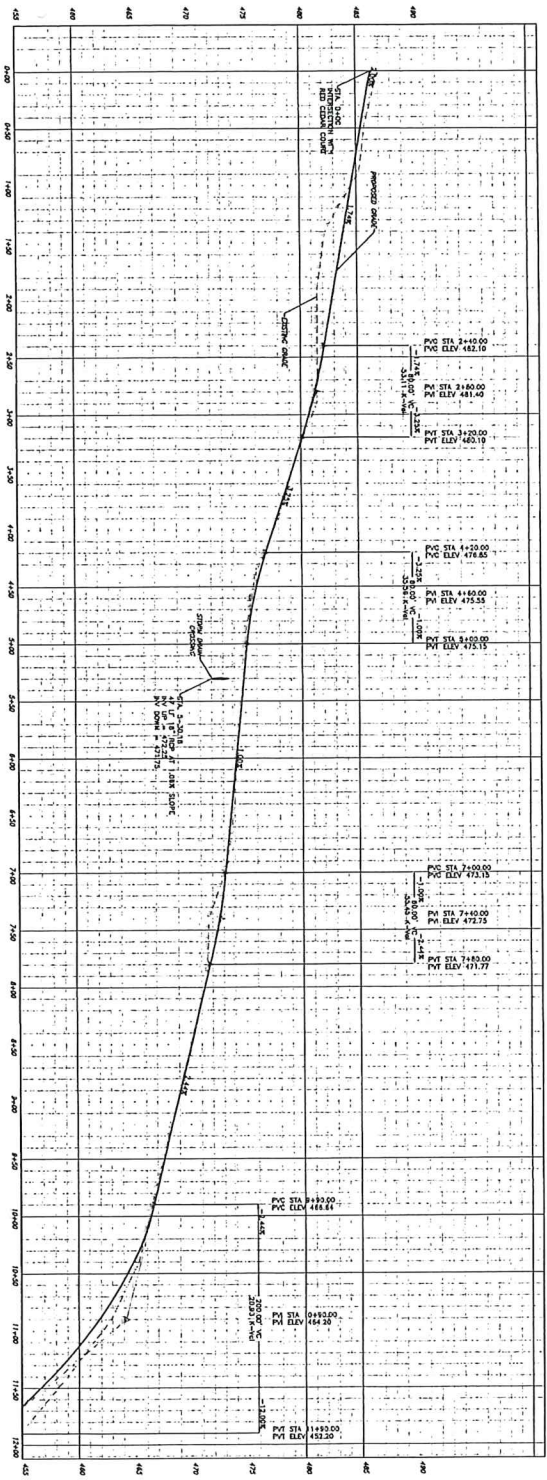
PLAN AND PROFILE

SHEET NUMBER:

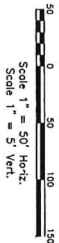
CD-51



CEDAR KNOLLS DRIVE - STA. 0+00 -11+00



PLAN AND PROFILE
SCALE 1"=50' H



CJT PA

111 North Main Street
Durham, NC 27701
P 919.282.0385
F 919.282.0546

REGISTERED PROFESSIONAL ENGINEER
NO. 10000
EXPIRATION DATE 12/31/2025

11/9/22

ENGINEERING, PLANNING, LANDSCAPE ARCHITECTURE

PROJECT:
CEDAR KNOLLS
SUBDIVISION

Owner: Wayne B. B. S. S.
3111 Cedar Knolls Drive
Durham, NC 27705
919-414-4177

Geometic County
North Carolina

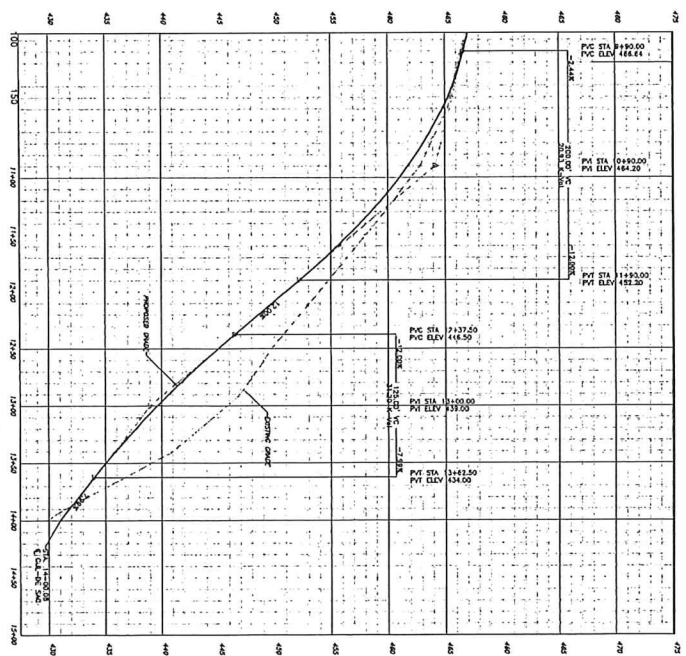
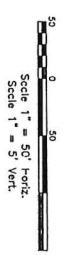
DATE: 11/9/22
DRAWN BY: J. B. B. S. S.
CHECKED BY: J. B. B. S. S.
DATE: 11/9/22

305 NUMBER: 288

13/00016/003
PRELIMINARY - DO NOT
USE FOR CONSTRUCTION

PLAN
AND
PROFILE

CD-52



CEDAR KNOLLS DRIVE - STA. 11+00 -14+00.08

 CJT PA		ENGINEERING • PLANNING • LANDSCAPE ARCHITECTURE	
111 Main, N.E. Street Raleigh, NC 27601 P 919.832.8544 F 919.832.8544 www.cjtpa.com		111 Main, N.E. Street Raleigh, NC 27601 P 919.832.8544 F 919.832.8544 www.cjtpa.com	
PROJECT:		CEDAR KNOLLS SUBDIVISION	
11/9/92			
Owner: West Baby's 2000 Ardmore Road Raleigh, NC 27615 919-414-4477		Gentle County, North Carolina	
MAP F. 18-000-00-003		18-000-00-003	
JOB Number: 348		348	
Construction drawings		18-000-00-003	
Sheet Title:		18-000-00-003	
PLAN AND PROFILE		18-000-00-003	
Sheet Number		18-000-00-003	
CD-53		18-000-00-003	

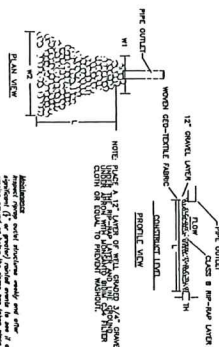


FIGURE 1
CURB PLACEMENT

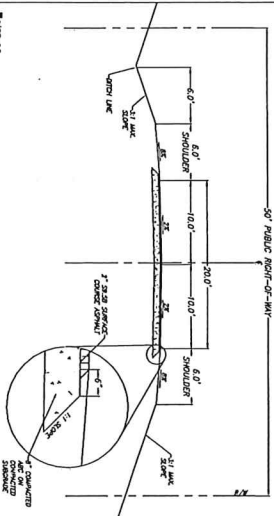


FIGURE 2
CURB PLACEMENT

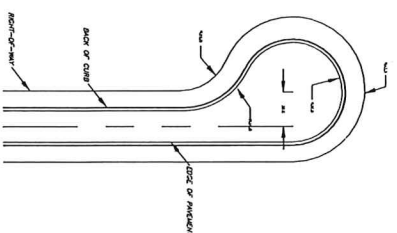
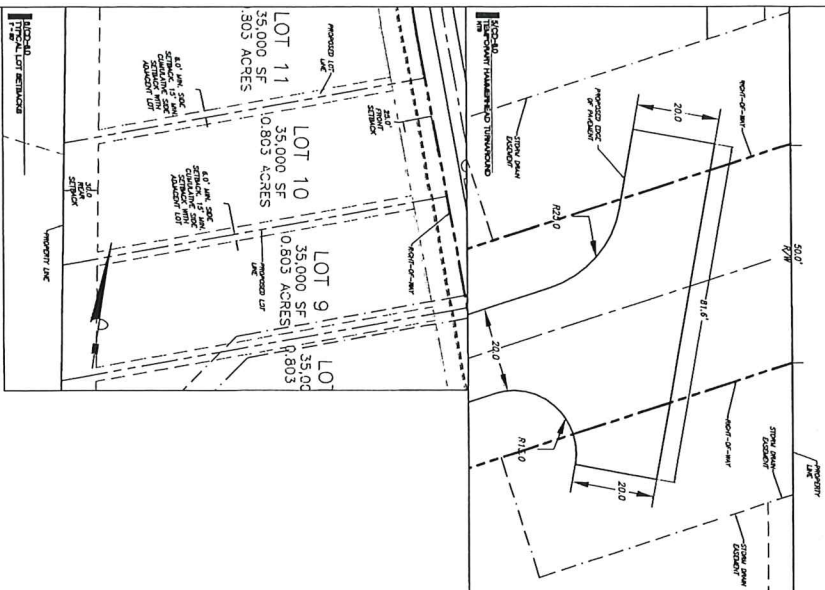


FIGURE 3
CURB PLACEMENT

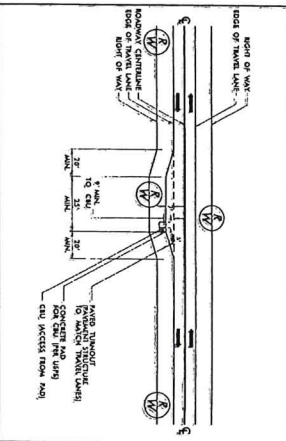


FIGURE 4
CURB PLACEMENT

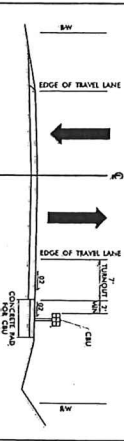


FIGURE 5
CURB PLACEMENT

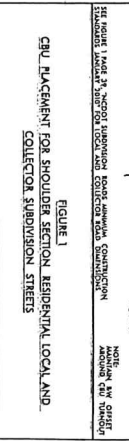


FIGURE 6
CURB PLACEMENT

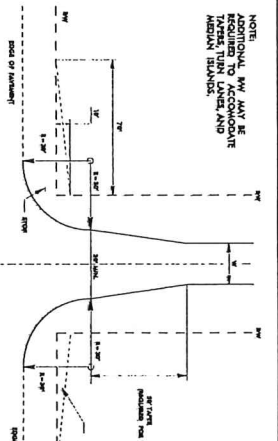


FIGURE 7
CURB PLACEMENT

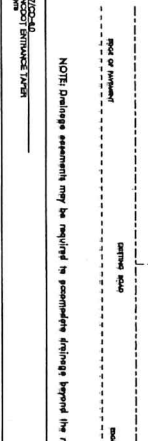


FIGURE 8
CURB PLACEMENT

LOT NUMBER	LOT AREA (SQ. FT.)	LOT AREA (ACRES)	WOODS (ACRES)	OPEN SPACE (ACRES)
1	40,000	1.15	27.14	20.79
2	40,000	1.15	27.14	20.79
3	40,000	1.15	27.14	20.79
4	40,000	1.15	27.14	20.79
5	40,000	1.15	27.14	20.79
6	40,000	1.15	27.14	20.79
7	40,000	1.15	27.14	20.79
8	40,000	1.15	27.14	20.79
9	40,000	1.15	27.14	20.79
10	40,000	1.15	27.14	20.79
11	40,000	1.15	27.14	20.79
12	40,000	1.15	27.14	20.79
13	40,000	1.15	27.14	20.79
14	40,000	1.15	27.14	20.79
15	40,000	1.15	27.14	20.79
16	40,000	1.15	27.14	20.79
17	40,000	1.15	27.14	20.79
18	40,000	1.15	27.14	20.79
19	40,000	1.15	27.14	20.79
20	40,000	1.15	27.14	20.79
21	40,000	1.15	27.14	20.79
22	40,000	1.15	27.14	20.79
23	40,000	1.15	27.14	20.79
24	40,000	1.15	27.14	20.79
25	40,000	1.15	27.14	20.79
26	40,000	1.15	27.14	20.79
27	40,000	1.15	27.14	20.79
28	40,000	1.15	27.14	20.79
29	40,000	1.15	27.14	20.79
30	40,000	1.15	27.14	20.79
31	40,000	1.15	27.14	20.79
32	40,000	1.15	27.14	20.79
33	40,000	1.15	27.14	20.79
34	40,000	1.15	27.14	20.79
35	40,000	1.15	27.14	20.79
36	40,000	1.15	27.14	20.79
37	40,000	1.15	27.14	20.79
38	40,000	1.15	27.14	20.79
39	40,000	1.15	27.14	20.79
40	40,000	1.15	27.14	20.79
41	40,000	1.15	27.14	20.79
42	40,000	1.15	27.14	20.79
43	40,000	1.15	27.14	20.79
44	40,000	1.15	27.14	20.79
45	40,000	1.15	27.14	20.79
46	40,000	1.15	27.14	20.79
47	40,000	1.15	27.14	20.79
48	40,000	1.15	27.14	20.79
49	40,000	1.15	27.14	20.79
50	40,000	1.15	27.14	20.79

FIGURE 9
CURB PLACEMENT

CJT PA

111 West Main Street
P.O. Box 1000
P 919.882.6646
www.cjtpa.com

ENGINEERING, PLANNING, LANDSCAPE ARCHITECTURE

PROJECT: CEDAR KNOLLS SUBDIVISION

DATE: 11/9/02

OWNER: Robert Wayne Bessy Sr.
Robert Wayne Bessy Jr.
Randy Bessy
919-414-4177

GENERIC COUNTY
North Carolina

DATE: 10/20/02
PROJECT: CEDAR KNOLLS SUBDIVISION
SHEET: 80 OF 80



**Text Amendment –
Cluster/Conservation
Subdivision
Planning
October, 2023**

1



2



Purpose

Public Hearing – Granville County Land Development Code Text Amendment Petition

Hold public hearing for a proposed amendment to the Land Development Code (LDC) that would increase the minimum lot size in a rural cluster subdivision to 40,000 square feet, require a minimum lot width of 85 feet per lot and change the minimum setbacks in proposed rural cluster subdivisions.

Text Amendment Public Hearing |
Planning | October, 2023

3



Background

- Rural cluster subdivisions have been allowed by subdivision regulations since 2019. In review of all major subdivisions reviewed and approved since the adoption of the regulations, all of the major subdivisions approved have been cluster/conservation subdivisions.

Text Amendment Public Hearing |
Planning | October, 2023

4



Background

- To add to the discussion, please find to follow statistics regarding the subdivisions that have been submitted to the Planning Board since rural cluster subdivision adoption with the average lot size, smallest lot, and the number of subdivisions that have indicated a community well.

**Text Amendment Public Hearing |
Planning | October, 2023**

5



Background

- 16 major subdivisions approved by Planning Board since 2019 adoption.
- All 16 were cluster/conservation subdivisions.
- Average lot size among all subdivisions is 44,208.75 square feet.
- Smallest lot approved is 18,287 square feet.
- 6 of the subdivisions have noted use of community wells.

**Text Amendment Public Hearing |
Planning | October, 2023**

6



Background

<u>Year</u>	<u>Lots</u>
2022	772
2021	154
2020	23
2019	89
2018	51
2017	58
2016	125
2015	44
2014	82
2013	0

Text Amendment Public Hearing |
Planning | October, 2023

7



Questions?

8



Granville County Planning & Zoning

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

To: Board of Commissioners
From: Barry Baker
Department: Planning & Zoning
Date: October 16, 2023
Title: Presentation- CAMPO Area Study Proposal

PURPOSE:

Presentation regarding Granville County request to CAMPO to conduct an Area Study of the Granville County jurisdiction in the CAMPO boundary.

BACKGROUND:

Primarily a transportation study with a land use component and economic development component from east-west OTR hauling and the proposed S-line commuter rail.

Thinking maybe that southeastern Granville County area in CAMPO might be called the Northwest Area Study, it would incorporate (1) NC 56 from I-85 to US 1 in Franklinton, (2) NC 96 from CAMPO boundary to US 1; continued residential growth pressures in southeastern Granville that primarily occurs in the CAMPO boundary; and water resource issues from continued residential growth in the CAMPO area in Granville.

Reason for Study: the older NC 56 Study was only for the western portion of NC 56 from Creedmoor to Butner and never included from Creedmoor to Franklin County. Also, the entire southeastern portion of Granville County has never been studied in detail or included in any of CAMPO's Regional Area Plans. There are several areas of continued and anticipated growth, such as Bruce Garner Road, Lawrence Road, NC 96, and NC 56. There are several intersections in the area that are seeing increased congestion and safety issues. CAMPO has identified a few projects in the southeastern portion of the county but has never studied any of them in detail. An area study in this area would complete the only area of CAMPO that is not covered by an existing area study and help prepare the county for the anticipated growth. In addition, there are 5 schools (1 high, 1 middle and 3 elementary) that contribute to traffic and safety concerns.

If CAMPO chooses to conduct the study, they would pay for the cost of the transportation component of the study and any land use component that directly impacts transportation in the area. Land use studies that look at water issues and economic development would have to be paid for by Granville County in full to be included.

IF CAMPO selects the study for the next FY, there will be opportunity to determine the costs of the local match and decide whether to proceed with that component of the study.

RECOMMENDATION:

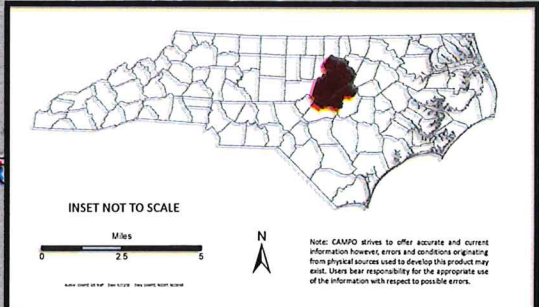
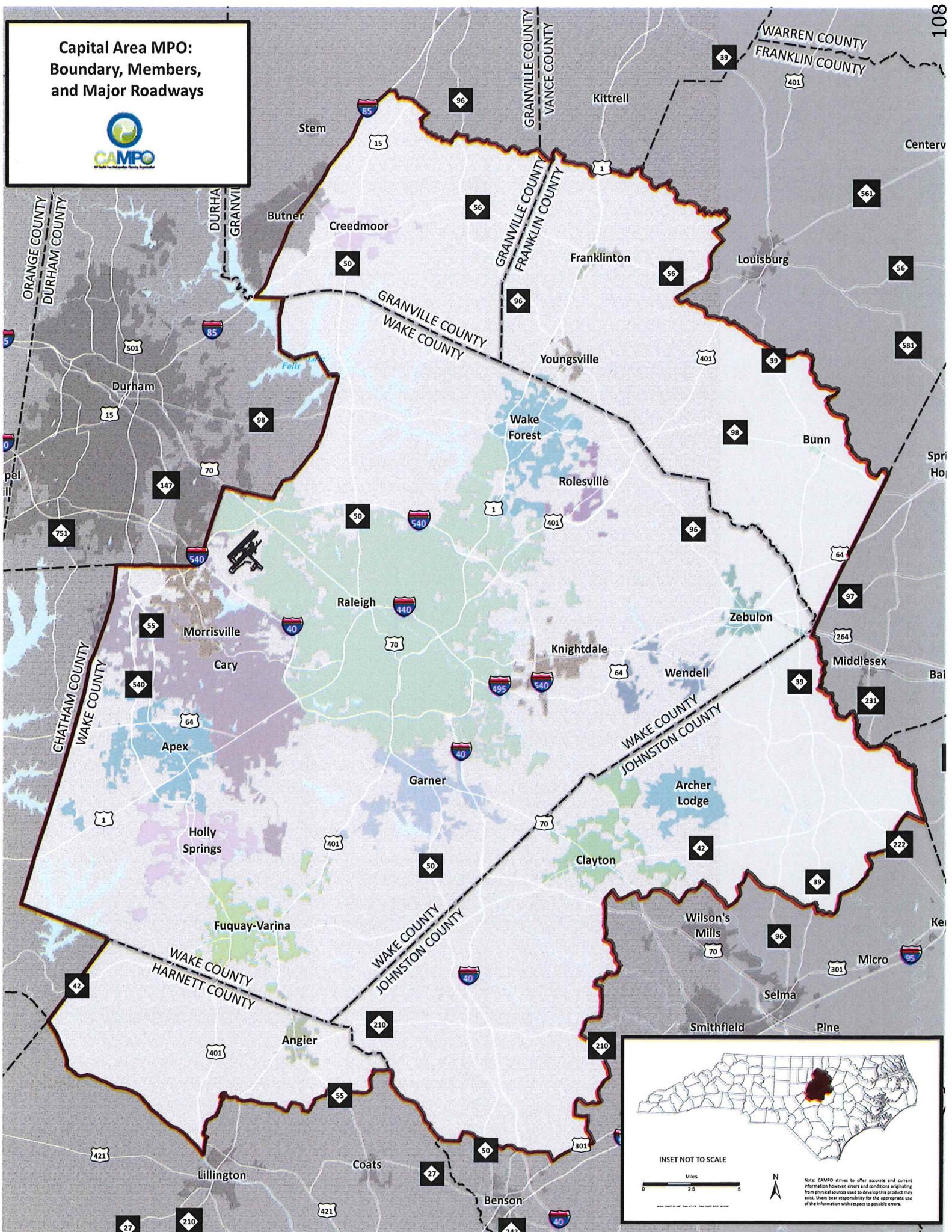
Presentation regarding Granville County request to CAMPO to conduct an Area Study of the Granville County jurisdiction in the CAMPO boundary.

ATTACHMENTS:

CAMPO boundary map- Granville County
Powerpoint Presentation

ACTION TAKEN:

**Capital Area MPO:
Boundary, Members,
and Major Roadways**



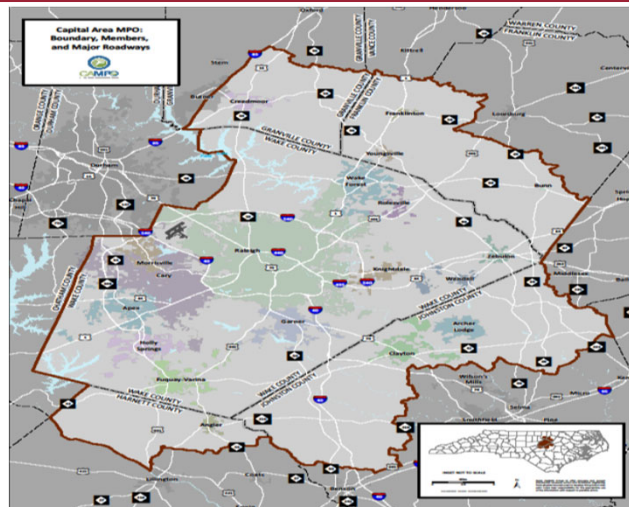


CAMPO Area Study

Planning

October, 2023

1



2



Background

- Primarily a transportation study with a land use component and economic development component from east-west OTR hauling and the proposed S-line commuter rail.

CAMPO Area Study | Planning | October,
2023

3



Background

- Thinking maybe that southeastern Granville County area in CAMPO might be called the Northwest Area Study, it would incorporate (1) NC 56 from I-85 to US 1 in Franklinton, (2) NC 96 from CAMPO boundary to US 1 in Youngsville, and (3) Bruce Garner Road from NC 96 in Franklin County to Wake County line. Would look at the economic impacts of rail and OTR transport between I-85 and US 1; continued residential growth pressures in southeastern Granville that primarily occurs in the CAMPO boundary; and water resource issues from continued residential growth in the CAMPO area in Granville.

CAMPO Area Study | Planning | October,
2023

4



Background

Reason for Study: The older NC 56 Study was only for the western portion of NC 56 from Creedmoor to Butner and never included from Creedmoor to Franklin County. Also, the entire southeastern portion of Granville County has never been studied in detail or included in any of CAMPO's Regional Area Plans. There are several areas of continued and anticipated growth, such as Bruce Garner Road, Lawrence Road, NC 96, and NC 56. There are several intersections in the area that are seeing increased congestion and safety issues. CAMPO has identified a few projects in the southeastern portion of the county but has never studied any of them in detail. An area study in this area would complete the only area of CAMPO that is not covered by an existing area study and help prepare the county for the anticipated growth. In addition, there are 5 schools (1 high, 1 middle and 3 elementary) that contribute to traffic and safety concerns.

**CAMPO Area Study | Planning | October,
2023**

5



Background

- If CAMPO chooses to conduct the study, they would pay for the cost of the transportation component of the study and any land use component that directly impacts transportation in the area. Land use studies that look at water issues and economic development would have to be paid for by Granville County in full to be included.
- IF CAMPO selects the study for the next FY, there will be opportunity to determine the costs of the local match and decide whether to proceed with that component of the study.

**CAMPO Area Study | Planning | October,
2023**

6



Questions?



Granville County Tax Administration

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

To: Board of Commissioners
From: Jenny Griffin
Department: Tax Administration
Date: October 16, 2023
Title: **Submit Proposed Real Property Appraisal Manual**

PURPOSE:

To submit the proposed schedules, standards, and rules for appraising real property at its true market value and its present-use value and schedule a public hearing prior to adoption.

BACKGROUND:

The proposed schedules, standards, and rules to be used when appraising real estate are required to be submitted to the Board of County Commissioners to review and consider. This manual of uniform schedules of values, standards, and rules are to be used in appraising real property at its true value and at its present-use value are prepared and are detailed to enable those making appraisals to adhere to them.

RECOMMENDATION:

The Tax Administrator recommends the Board approve receiving the proposed schedules, standards, and rules and approve the Tax Administrator publishing the notice of public hearing in both the Oxford Public Ledger and the Butner-Creedmoor News.

ATTACHMENTS:

PowerPoint Presentation

ACTION TAKEN:

Submission of Schedule of Values, Standards, and Rules

October 6, 2023
2024 Revaluation



Overview



- Brief description of revaluation and why it is required



- Submission of Schedule of Values, Standards and Rules (SOV) to BOC



- Request to BOC to schedule a public hearing

What is Revaluation?

The process of updating Granville County's **real property values** to reflect **fair market value**.

The revaluation process is well underway for the January 1, 2024, effective date.



Why Perform a Revaluation?

- All 100 North Carolina counties are required to conduct a general reappraisal at least once every eight years however the NCDOR recommends reappraising once every four years.
- April 20, 2020, the North Carolina Department of Revenue recommended Granville County move from an eight-year to a shorter cycle due to our sales changing so quickly.
- Granville County is currently on a six-year reappraisal cycle by resolution adopted by the BOCC.
- Revaluation ensures property values accurately reflect their market value, so that the property tax burden is spread equitably across all taxpayers.

Property Value



MOST PROPERTY VALUES WILL
INCREASE FOR RESIDENTIAL
AND COMMERCIAL
PROPERTIES.



A COUNTY-WIDE AVERAGE INCREASE
BETWEEN 60-95% IS PREDICTED.
ACTUAL CHANGES IN VALUE FOR
INDIVIDUAL PROPERTIES MAY BE OUTSIDE
THAT RANGE.



THERE HAS BEEN RAPID
GROWTH IN THE REAL
ESTATE MARKET SINCE 2020.

Schedule of Values Presentation to the Board of Commissioners



Required by state law



Schedule of Values must be approved by the BOC before January 1 of the year applied (revaluation effective date)



Statutes include provisions for review, public hearing, approval

What is the Schedule of Values (SOV)?

- A manual that describes the rules, methodology, and procedures for appraising real property. It is very detailed and complex.
- Establishes the base rates and ranges for all types of property which will be in effect until the next Revaluation.
- Includes adjustments that may be used for various types of construction, adjustment for market conditions, and valuation schedules for land.

Why Have A SOV?

- To determine **land value** the manual takes into consideration each tract, parcel, or lot at its advantages and disadvantages as to location, zoning, quality of soil, adaptability for agriculture, timber producing, commercial, etc.
- In determining **building** or other improvement value it considers the location, type of construction, the age of the building, total square feet, heated square feet, number of bathrooms, whether it is residential, commercial, or industrial.
- To ensure same standards are applied to all property in the County to keep values equitable.

Board of Commissioners Requested Action

- Accept the proposed SOV.
- Schedule a public hearing on the proposed SOV at the next regularly scheduled Board of Commissioner meeting on November 6, 2023.
- Direct the Tax Administrator to advertise the submission and the date/time of the public hearing.

Questions?



Granville County

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

To: Board of Commissioners
From: Sheriff Robert Fountain
Department: Sheriff's Office
Date: October 16, 2023
Title: Grant Application with North Carolina Governor's Highway Safety Program

PURPOSE:

The Granville County Sheriff's Office (GCSO) is requesting the Board adopt the attached resolution and approve this application with the North Carolina Governor's Highway Safety Program (GHSP).

BACKGROUND:

The GHSP promotes traffic safety awareness and works to reduce the number of traffic crashes and fatalities in North Carolina. The goals are accomplished in two ways, through grant funding opportunities and conducting highway safety initiatives each year.

The GCSO has seen an increase in traffic accidents caused by speeding and driving while impaired. The GCSO will apply to receive up to \$30,000 for fiscal year 2024 to promote regional law enforcement engagement and increase participation in GHSP highway traffic safety efforts. The grant funds will be utilized for training, purchasing equipment, and to coordinate enforcement strategy meetings. The goal is to increase visibility and enforcement efforts on the major roadways in Granville County to reduce serious injury and fatalities.

RECOMMENDATION:

The Sheriff recommends the Board adopt the attached resolution and approve this application with the Governor's Highway Safety Program.

ATTACHMENTS:

GHSP Local Government Resolution
GHSP Grant Application

ACTION TAKEN:

North Carolina Governor's Highway Safety Program
LOCAL GOVERNMENTAL RESOLUTION

WHEREAS, the GRANVILLE COUNTY SHERIFF'S OFFICE (herein called the "Agency")

(The Applicant Agency)

has completed an application contract for traffic safety funding; and that _____
 _____ (The Governing Body of the Agency)
 _____ (herein called the "Governing Body") has thoroughly considered the problem identified and has reviewed the project as described in the contract;

THEREFORE, NOW BE IT RESOLVED BY THE _____ IN OPEN
 _____ (Governing Body)
 MEETING ASSEMBLED IN THE CITY OF _____ OXFORD _____, NORTH CAROLINA,
 THIS 16 DAY OF October, 20 23, AS FOLLOWS:

1. That the project referenced above is in the best interest of the Governing Body and the general public; and
2. That DREW CUMMINGS, COUNTY MANAGER is authorized to file, on behalf of the Governing
 _____ (Name and Title of Representative)
 Body, an application contract in the form prescribed by the Governor's Highway Safety Program for federal funding in the amount of \$ 30,000.00 to be made to the Governing Body to assist in defraying
 _____ (Federal Dollar Request)
 the cost of the project described in the contract application; and
3. That the Governing Body has formally appropriated the cash contribution of \$ 0.00 as
 _____ (Local Cash Appropriation)
 required by the project contract; and
4. That the Project Director designated in the application contract shall furnish or make arrangement for other appropriate persons to furnish such information, data, documents and reports as required by the contract, if approved, or as may be required by the Governor's Highway Safety Program; and
5. That certified copies of this resolution be included as part of the contract referenced above; and
6. That this resolution shall take effect immediately upon its adoption.

DONE AND ORDERED in open meeting by Russ May, Chairperson
 _____ (Chairperson/Mayor)

ATTESTED BY Debra Weary
 _____ (Clerk)

SEAL

DATE _____

North Carolina Governor's Highway Safety Program

SECTION A – GENERAL INFORMATION

1. Project Title: * Region 4 LEL	
2. Agency: 1000000141 - GRANVILLE COUNTY	3. Contact Person for Agency: Robert Bailess
4. Agency Address: GRANVILLE COUNTY SHERIFF 141 WILLIAMSBORO ST OXFORD, NC 27565	5. Telephone Number: * (919) 693-3213
	6. Cell Phone: (423) 791-4785
7. Physical Location of Agency * 525 New Commerce Drive Oxford, NC 27565	8. Email of Contact Person * robert.bailess@granvillecounty.org
9. Federal Tax ID Number / Type of Agency Federal Tax ID Number: * 56-6000303 Unique Entity Identifier: DAZ3PRU8U4J5 County: * GRANVILLE Type of Agency ☐ State ☐ Non-Profit ☒ County ☐ Higher Education ☐ Municipality ☐ Hospital	10. Project Year * ☐ New ☒ Continuation Year: ☐ 1 ☒ 2 ☐ 3 ☐ 4+ Fiscal Year 2024
	11. Allocation of Funding * Federal % 100.00 Local % 0.00

Source of Funds

12. Budget	Total Project Amount	Federal Amount	State/Local Amount
Personnel Costs			
Contractual Services			
Other Direct Costs	\$30,000.00	\$30,000.00	
Indirect Costs			
Total Project Costs	\$30,000.00	\$30,000.00	

13. Specify How Non-Federal Share Will Be Provided: *
N/A

Project Number: PT-24-06-04	CFDA#: 20. 600 Work Type: Police Traffic Services
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SECTION B – DESCRIPTION OF PROJECT

Statement of Problem (Provide detailed information of the highway safety problems in your area to be addressed through this project. Include countywide crash data for the last three years and any other relevant information to validate the statements. For more detailed information see "How to write an effective traffic safety project" located at:

<https://connect.ncdot.gov/municipalities/Law-Enforcement/Pages/Law-Enforcement-Reporting.aspx>)

This will be a project for the Region 4 Law Enforcement Liaison. The Governor's Highway Safety Program supports and oversees the statewide "Booze It & Lose It", "Click It or Ticket", and Speed Reduction programs. Law Enforcement Agency coordination of these programs is accomplished by utilizing 11 regional "Law Enforcement Liaison" positions. Through the guidance and coordination efforts of the Liaisons, planning, participation, and reporting activities from the event(s) occur.

Proposed Solution (Begin with a one-sentence summary of your project. Then describe in detail how your proposed project will address the problem identified in the "Statement of Problem" section):

A Regional Law Enforcement Liaison serves as coordinator and organizer for highway safety activities in their respective region. Efforts to continue to promote and involve law enforcement agencies in these lifesaving endeavors are of paramount importance

to this statewide program. LELs are required to host events, attend, and conduct meetings, assist County Coordinators with organizing highway safety campaigns, and encouraging agencies to participate and report their activities.

Budget Justification (Provide a detailed explanation of the costs associated with proposed project):

The GRANVILLE COUNTY SHERIFF'S OFFICE has continued to see an increase in speeding violations. The majority of enforcement taking place on major roadways due to their high crash volume, speeding continues to be a leading cause of crashes within our county. With funding for 4 RADARS, more officers can be placed in areas to combat this concern. Our hope is that more enforcement leads to less serious injury and fatal crashes.

The GRANVILLE COUNTY SHERIFF'S OFFICE is requesting 3 speed display signs. The purpose of radar speed signs is to slow cars down by making drivers aware when they are driving at speeds above the posted limits. They are used as a traffic calming device in addition to or instead of physical devices such as speed bumps and rumble strips. Radar speed signs are a proven traffic calming solution to raise the speed awareness of oncoming drivers. Studies repeatedly show that when alerted by a radar sign, speeders WILL slow down up to 80% of the time. Typical average speed reductions are 10-20%, and overall compliance with the posted speed limit will increase by 30-60%. These signs are equipped with onboard data recorders that collect traffic data while informing vehicle traffic of their speeds. That data may be accessed through the vendor's software. Also, settings for the sign can be changed."

The GRANVILLE COUNTY SHERIFF'S OFFICE desires to promote regional law enforcement engagement and increase participation in GHSP highway traffic safety efforts by partnering with Law Enforcement County Coordinators (LECC). LECC Support funds will be utilized to conduct meetings, training, and engagement efforts throughout Region 4.

The GRANVILLE COUNTY SHERIFF'S OFFICE is determined to reduce young driver serious injury and fatal crashes. To help accomplish this, the GRANVILLE COUNTY SHERIFF'S OFFICE to purchase Impairment Simulation Googles, which allows users to perform simple activities or sobriety tests without and then while using the goggles. The use of these googles will allow young drivers to experience their driving performance unimpaired and then simulating impairment. Impairment Simulation Googles allow the wearer to experience behaviors that are typical of individuals impaired by alcohol at various BAC levels.

Travel Justification (Provide justification for all travel expenses):

In-state travel and out-of-state funds will be used for travel to perform LEL functions, trainings, and outreach/education responsibilities. Some of the funds may be used to attend traffic safety conferences and trainings similar to NCGHSP's traffic safety conference, the annual Lifesaver's national conference, the GHSA annual conference and trainings related to traffic safety enforcement and education.

To be completed by law enforcement agencies seeking first year grant:

Provide the agency's number of sworn officers	60
Does the agency currently have a dedicated traffic or DWI unit?	Yes ☐ No ☒
If a dedicated traffic or DWI unit exists, how many officers are assigned to the unit?	

For applicants requesting enforcement grants, please provide the following county fatality rankings:

Information can be located at:

<https://connect.ncdot.gov/municipalities/Law-Enforcement/Pages/Law-Enforcement-Reporting.aspx>

Overall Fatality Ranking:	31
Alcohol Fatality Ranking:	21
Unrestrained Fatality Ranking:	33
Speed Related Fatalities:	19
Other Applicable Rankings: (Specify)	24 - Unrestrained Serious Injuries

As part of this project all law enforcement agencies must enter traffic enforcement citations data of their agency for the past three years.

Year 2020	Occupant Protection Citations	2	DWI Citations	3	Speed Citations	6
Year 2021	Occupant Protection Citations	3	DWI Citations	7	Speed Citations	16
Year 2022	Occupant Protection Citations	1	DWI Citations		Speed Citations	7

Goals and Objectives (Provide at least one SMART (Specific, Measurable, Attainable, Realistic and Timely) goals and objectives. For more detailed information see "How to write an effective traffic safety project" located at:

<https://connect.ncdot.gov/municipalities/Law-Enforcement/Pages/Law-Enforcement-Reporting.aspx>

Goal #1:	Promote highway safety within Region 4 with increased efforts to maintain seatbelt use above 90% by September 30, 2024. Raise the law enforcement agency participation rate in Region 4 from the 2022-2022 average of 88% to an average of 90% by September 30, 2024.
Objectives:	- Conduct a minimum of four Law Enforcement County Coordinator (LECC) meetings to discuss current highway safety activities, GHSP issues, training opportunities, and legal updates and concerns. - Gather LECC monthly reports, awarding 25 GHSP STEP system credits for Coordinators each month they submit one. - Compile a quarterly regional report for GHSP that includes a summary of the reports from the LECC's and the activities by the RLEL. - Promote night-time seatbelt initiatives, GHSP campaigns and events within Region 4.

Goal #2:

Objectives:

Goal #3:

Objectives:

Below are the 5-year goals of the NC Governor's Highway Safety Program (GHSP). To be eligible for funding, your traffic safety project should match one or more of the GHSP goals. Check all that apply.

☒	Reduce NC's traffic-related fatalities by 17.58% from the 2016-2020 average of 1458.6 to 1,202 by December 31, 2024.
☒	Reduce NC's alcohol-related fatalities by 5% from the 2016-2020 average of 417.2 to 396 by December 31, 2024.
☒	Reduce NC's unrestrained fatalities by 5% from the 2016-2020 average of 430.4 to 408 by December 31, 2024.
☒	Reduce NC's speed-related fatalities by 10% from the 2016-2020 average of 427.2 to 384 by December 31, 2024.
☒	Reduce NC's young driver-related fatal crashes by 5% from the 2016-2020 average of 172.4 to 163 by December 31, 2024.
☒	Reduce NC's motorcycle fatalities by 5% from the 2016-2020 average of 190.8 to 181 by December 31, 2024.
☒	Increase NC's seat belt usage rate 1.0 percentage points from 90.8% in 2022 to 91.8% by December 31, 2024.

SECTION C – BUDGET DETAIL

Other Direct Costs

#	Equipment	Quantity	Cap Amount	Cost
2	RADAR-INCLUDES INSTALLATION AND SHIPPING	4	\$2,500.00	\$10,000.00
3	SPEED DISPLAY SIGNS (POLE-MOUNTED) INCLUDES SHIPPING	3	\$4,995.00	\$14,985.00
Total Equipment Cost				\$24,985.00

Other Equipment Details :

#	Other Items and Equipment Direct Cost:	Cost
1	LECC Support	\$500.00
2	Driver Impairment Simulation Goggles	\$1,815.00
Total Other Items and Equipment Direct Cost:		\$2,315.00

#	Travel	Cost
1	In-State Travel	\$1,000.00
2	Out-of-State Travel	\$1,700.00

Total Travel Cost: \$2,700.00

Total Other Direct Costs: \$30,000.00

SECTION D – SCHEDULE OF TASKS BY QUARTERS

List the schedule of tasks by quarters, referring specifically to the objectives in Section B. Tasks should be a bulleted list of activities to be performed in each quarter.

Conditions for Enforcement Projects Only

By checking this box, the above agency agrees to the terms below as additional activities to be performed as part of this project.



- A minimum of one (1) nighttime and one (1) daytime seat belt initiative per month;
- A minimum of one (1) impaired driving checkpoint per month;
- A minimum of 50% of seat belt initiatives must be conducted at night between the hours of 7:00 p.m. and 7:00 a.m.;
- Participation in all "Click It or Ticket" and "Booze It & Lose It" campaigns;
- Participation in any event or campaign as required by the GHSP;
- Attempt to utilize one of the Forensic Tests for Alcohol Branch's Mobile Breath Alcohol Testing (BATMobiles) units during at least one of the impaired driving checkpoints.

First Quarter (October, November, December)

- Attend all GHSP meetings and events.
- Conduct a minimum of one county coordinator meeting.
- Visit or revisit non-participating/reporting agencies within the Region. Talk to the LECCs about those agencies as well.
- Conduct/provide support for a minimum of 3 presentations using the DWI Simulator
- Conduct/provide support for a minimum of 2 presentations using the Convincer.
- Collect monthly LECC reports and compile into the regional quarterly report.
- Submit Quarter 1 Progress Report by January 15.

Second Quarter (January, February, March)

- Attend all GHSP meetings and events.
- Conduct a minimum of one county coordinator meeting.
- Meet with a minimum of three non-participating/reporting agencies within the Region.
- Collect monthly LECC reports and compile into the regional quarterly report.
- If requested, provide GHSP with grant application information regarding agencies in their region.
- Conduct/provide support for a minimum of 3 presentations using the DWI Simulator
- Conduct/provide support for a minimum of 2 presentations using the Convincer.
- Submit Quarter 2 Progress Report by April 15

Third Quarter (April, May, June)

- Attend all GHSP meetings and events.
- Conduct a minimum of one county coordinator meeting.
- Meet with a minimum of three non-participating/reporting agencies within the Region.
- Collect monthly LECC reports and compile into the regional quarterly report.
- If requested, provide GHSP with grant application information regarding agencies in their region.
- Conduct/provide support for a minimum of 3 presentations using the DWI Simulator
- Conduct/provide support for a minimum of 2 presentations using the Convincer.
- Submit quarter 3 progress report by July 15

Fourth Quarter (July, August, September)

- Attend all GHSP meetings and events.
- Conduct a minimum of one county coordinator meeting.
- Meet with a minimum of three non-participating/reporting agencies within the Region.
- Collect monthly LECC reports and compile into the regional quarterly report.
- Conduct/provide support for a minimum of 3 presentations using the DWI Simulator
- Conduct/provide support for a minimum of 2 presentations using the Convincer.
- Submit Quarter 4 progress report by October 15
- Submit Final Accomplishments report by October 15
- Submit final claim by October 30

AGENCY AUTHORIZING SIGNATURE



I have read and accept terms and conditions of the grant funding and attached the Grant Agreement. The information supplied in this application is true to the best of my knowledge

Name: Robert Bailess

PIN: ****

Date: Sep 20, 2023

Note:

- 1. Submitting grant application is not a guarantee of grant being approved.
- 2. Once form has been submitted, it cannot be changed unless it has a status of "Return".

FOR GHSP USE ONLY:

Recommendation:

Date:



Granville County

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

To: Board of Commissioners
From: Scott Phillips
Department: Development Services
Date: October 16, 2023
Title: **Geothermal Building Automation System Repairs and Upgrade - Granville County Cooperative Extension**

PURPOSE:

This request considers awarding a fixed-price service contract for the needed repair and control system upgrade of the geothermal heating and cooling system.

BACKGROUND:

The geothermal system, providing heating and cooling for the 125 Oxford Loop Road facility, needs system control repairs and automation updates. The system's control system which monitors the space temperatures, controls inline duct dampers, and activates the geothermal heat pumps and associated fan units is outdated, and currently partially inoperable due to a failed controller on Unit #5. The system was designed and installed in the early 2000s and the software control system platform is no longer supported by Microsoft operation technologies.

The base price of the attached proposal replaces the Unit 5 TAC controller and control sensors that are currently inoperable. It also includes updating the system's operational control platform and integration with the existing building equipment controls.

Option #1 replaces the TAC controllers on the remaining 8 units, as well as the unit operating sensors and space area temperature sensors throughout the building.

COMPLIANCE WITH CONTRACT & PURCHASING POLICY:

This request complies Section II, Informal Bids (NCGS 143-131)

FUNDING:

2023-24 fiscal year funding can accommodate the Base and Option 1 cost request.

RECOMMENDATION:

The Development Services Director recommends awarding the service contract to Studebaker Control Solutions, Inc. for a fixed price not to exceed \$27,950.00 unless approved by an authorized change request.

ATTACHMENTS:

Granville County - Studebaker Control Solutions Inc - JACE upgrade - Contract Standard Terms And Condition(11597577.1)

Granville County JACE Upgrade - Studebaker Proposal (1)

ACTION TAKEN:

GRANVILLE COUNTY PURCHASE ORDER TERMS & CONDITIONS

1. **Vendor quotes or proposals are referenced for scope only.** Granville County Purchase Order Terms & Conditions exclusively governs this purchase.
2. All invoices are to be sent by email to: **Scott Phillips** (Scott.Phillips@granvillecountv.org). Or, mail or deliver all invoices to Granville County, **Development Services Director, P.O. Box 877 (mail), 122 Williamsboro Street (delivery), Oxford, NC 27565.**
3. **Important: All invoices must include a unique invoice number and this Purchase Order number.** Invoices submitted without the unique invoice number or without the correct purchase order number will result in delayed payment.
4. Invoices for partial deliveries must be indicated as such.
5. The Vendor must provide separate invoices for each Purchase Order number.
6. **Granville County is not exempt from North Carolina State Sales Tax, Granville County Sales Tax, and Granville County Occupancy Tax.** These taxes must be correctly invoiced to Granville County for payment. Taxes shown on the purchase order are approximate.
7. Granville County is exempt from Federal Excise Tax. If any form of such tax is billed on the invoice, it must be shown as a separate item. Tax Exemption Certificates will be furnished upon request.
8. Payment term discounts will be deducted as provided for on the front of this Purchase Order or in accordance with the terms of your official quotation or bid. **Net purchases will be paid 30 days from the date of your invoice, or upon acceptance of goods whichever is later.**
9. **Important: All packages must bear the correct Purchase Order number on the outside of each package or shipping container.**
10. Granville County will not be responsible for any goods delivered without a Purchase Order having been issued.
11. The conditions of this order cannot be modified except by written amendment in the form of a "Corrected Purchase Order" which has been approved by Granville County.
12. Any rejected materials will be returned to the Vendor at the Vendor's risk and expense.
13. In the event of a Vendor's failure to deliver or perform as specified, Granville County reserves the right to cancel the order or any part thereof, without prejudice to its other rights. The Vendor agrees that Granville County may return part or all of any shipment and may charge the vendor with all reasonable losses or expenses sustained as a result of such failure to deliver or perform.
14. In case of default of the Vendor, Granville County may procure the articles or services from other sources and charge the Vendor damages for any excess costs or other damages caused by the default.
15. It is agreed that the goods, materials, equipment or services provided shall comply with all Federal, State or local laws, and that the Vendor shall defend actions or claims brought, and save harmless Granville County, and/or its officials or employees, from loss, cost or damage by reason of actual or alleged failure to comply with such laws.
16. All prices must be F.O.B. Destination and delivered to the destination indicated on the front of the purchase order. Where specific purchase is quoted or negotiated F.O.B. Shipping Point, the vendor is to prepay the shipping charges and add them to the invoice.
17. The risk of loss and damage to the goods which are the subject of this order shall be the Vendor's until the goods are delivered to the destination set out in the order and accepted by the purchaser or its representative.
18. The Vendor acknowledges that it is the policy of Granville County to avoid commercial promotion of products used by Granville County or the vendors of such products. The Vendor accordingly agrees not to solicit, use, or disseminate commercial advertisement founded upon Granville County's purchase and/or use of the goods which are the subject of this order, and specifically agrees not to seek or use for advertising purposes the endorsement of goods or products by Granville County officers or employees.
19. Granville County may, at any time, insist upon strict compliance with these terms and conditions, notwithstanding any previous customer, practice or course of dealing to the contrary. **Acceptance of the order includes acceptance of all terms, conditions, prices, delivery instructions and specifications as shown on this order or attached to and made a part of this order.**
20. The construction and performance of this Agreement shall be governed by and construed pursuant to the laws of the State of North Carolina. Venue for any legal actions initiated concerning this Agreement or arising in any way from and out of this Agreement shall be brought in the appropriate state court sitting in Granville County, North Carolina, having jurisdiction over said claim. The parties waive any right they may have to venue in any other jurisdiction.
21. Notwithstanding any other provisions of this Purchase Order, this Purchase Order and all materials submitted to Granville County by the Vendor are subject to the public records laws of the State of North Carolina and it is the responsibility of the Vendor to properly designate materials that may be protected from disclosure as trade secrets under North Carolina law as such and in the form required by law prior to the submission of such materials to Granville County. Vendor understands and agrees that Granville County may take any and all actions necessary to comply with federal, state, and local laws and/or judicial orders and such actions will not constitute a breach of the terms of this Purchase Order. To the extent that any other provisions of this Purchase Order conflict with this paragraph, the provisions of this section shall control.

22. **Non-discrimination** - To the extent permitted by North Carolina law, the parties hereto for themselves, their agents, officials, employees and servants agree not to discriminate in any manner on the basis of race, color, creed, national origin, sex, age, handicap, or sexual orientation with reference to the subject matter of this Contract. This provision shall be binding on the successors and assigns of the parties with reference to the subject matter of this Contract.
23. **Insurance** – If performing services under this Purchase Order the Vendor agrees to maintain, on a primary basis and at its sole expense, at all times during the life of this Purchase Order the following coverages and limits. The requirements contained herein, as well as Granville County's review or acceptance of insurance maintained by Vendor is not intended to and shall not in any manner limit or qualify the liabilities or obligations assumed by Vendor under this Purchase Order:
- a. **Workers' Compensation Insurance** – If required by law, Vendor agrees to maintain Worker's Compensation Insurance in accordance with North Carolina General Statute Chapter 97 and with limits of no less than \$1,000,000 each accident, each employee and policy limit.
 - b. **Commercial General Liability** - Combined single limit of no less than \$1,000,000 each occurrence and \$2,000,000 aggregate. Coverage shall not contain any endorsement(s) excluding nor limiting Product/Completed Operations, Contractual Liability or Cross Liability.
 - c. **Commercial Automobile Liability** - Limits of no less than \$1,000,000 Combined Single Limit. Coverage shall include liability for Owned, Non-Owned and Hired automobiles. In the event Vendor does not own automobiles, Vendor agrees to maintain coverage for Hired and Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Auto Liability policy. Automobile coverage is only necessary if vehicles are used in the provision of services under this Purchase Order and/or are brought on a COR site.
 - d. **Additional Insured** - Vendor agrees to endorse Granville County as an Additional Insured on the Commercial General Liability. The Additional Insured shall read 'Granville County as its interest may appear'.
 - e. **Umbrella or Excess Liability** - Vendor may satisfy the minimum liability limits required above under an Umbrella or Excess Liability policy. There is no minimum Per Occurrence limit of liability under the Umbrella or Excess Liability, however, the Annual Aggregate limits shall not be less than the highest 'Each Occurrence' limit for required policies. Vendor agrees to endorse Granville County as an 'Additional Insured' on the Umbrella or Excess Liability, unless the Certificate of Insurance states the Umbrella or Excess Liability provides coverage on a 'Follow-Form' basis.

Granville County reserves the right to require a Certificate of Insurance meeting the minimum coverage and requirements of this section. Certificates of Insurance shall provide a minimum thirty (30) day endeavor to notify, when available, by Vendor's insurer. If Vendor receives a non-renewal or cancellation notice from an insurance carrier affording coverage required herein, or receives notice that coverage no longer complies with the insurance requirements herein, Vendor agrees to notify Granville County within five (5) business days with a copy of the non-renewal or cancellation notice, or written specifics as to which coverage is no longer in compliance. The Certificate Holder address should read:

Granville County
P.O. Box 906 (mail)
104 Belle Street (delivery)
Oxford, NC 27565

All insurance companies must be authorized to do business in North Carolina and be acceptable to Granville County's Manager.

24. **Indemnity** – To the fullest extent permitted by law, except to the extent caused by the sole negligence or willful misconduct of Granville County, the Vendor shall indemnify and hold and save Granville County, its officers, agents and employees, harmless from liability of any kind, including all claims, costs (including defense) and losses accruing or resulting to any other person, firm, or corporation furnishing or supplying work, services, materials, or supplies in connection with the performance of this Purchase Order, and from any and all claims, costs (including defense) and losses accruing or resulting to any person, firm, or corporation that may be injured or damaged by the Vendor in the performance of this Purchase Order. This representation and warranty shall survive the termination or expiration of this Purchase Order. The Vendor shall indemnify and hold and save Granville County, its officers, agents and employees, harmless from liability of any kind, including claims, costs including defense) and expenses, on account of any copyrighted material, patented or unpatented invention, articles, device or appliance manufactured or used in the performance of this Purchase Order.
25. **Intellectual Property** - All intellectual property, including, but not limited to, patentable inventions, patentable plans, copyrightable works, mask works, trademarks, service marks and trade secrets invented, developed, created or discovered in performance of services under this Purchase Order shall be the property of Granville County. Copyright in and to any copyrightable work, including, but not limited to, copy, art, negatives, photographs, designs, text, software, or documentation created as part of the Vendor's performance of services under this Purchase Order shall vest in Granville County. Works of authorship and contributions to works of authorship created by the Vendor's performance of services under this Purchase Order are hereby agreed to be 'works made for hire' within the meaning of 17 U.S.C. 201.
26. **Force Majeure** - Neither party shall be deemed to be in default of its obligations hereunder if and so long as it is prevented from performing such obligations by an act of war, hostile foreign actions, nuclear explosion, earthquake, hurricane, tornado, or other catastrophic natural event or act of God. Except as otherwise provided in any environmental laws, rules, regulations or ordinances

applicable to the parties and the services performed under this Purchase Order, neither party shall be deemed to be in default of its obligations hereunder if and so long as it is prevented from performing such obligations by an act of war, hostile foreign actions, nuclear explosion, earthquake, hurricane, tornado, or other catastrophic natural event or act of God. Either party to the Purchase Order must take reasonable measures and implement reasonable protections when a weather event otherwise defined as a force majeure event is forecast to be eligible to be excused from the performance otherwise required under this Purchase Order by this provision.

27. **Cancellation** – Granville County may terminate this Purchase Order at any time by providing written notice to the Vendor. Vendor shall cease performance immediately upon receipt of such notice. In the event of early termination, Vendor shall be entitled to receive just and equitable compensation for costs incurred prior to receipt of notice of termination and for the satisfactory work completed as of the date of termination and delivered to Granville County. Notwithstanding the foregoing, in no event will the total amount due to Vendor under this section exceed the total amount due Vendor under this Purchase Order.
28. **Miscellaneous** - The Vendor shall be responsible for the proper custody and care of any property furnished or purchased by Granville County for use in connection with the performance of this Purchase Order, and will reimburse Granville County for the replacement value of its loss or damage. The Vendor shall be considered to be an Independent Contractor and as such shall be wholly responsible for the work to be performed and for the supervision of its employees. Nothing herein is intended or will be construed to establish any agency, partnership, or joint venture. Vendor represents that it has, or will secure at its own expense, all personnel required in performing the services under this Purchase Order. Such employees shall not be employees of or have any individual contractual relationship with Granville County.
29. **E-Verify** - I understand that E-Verify is the federal E-Verify program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees pursuant to federal law in accordance with NCGS §64-25 et seq. I am aware of and in compliance with the requirements of E-Verify and Article 2 of Chapter 64 of the North Carolina General Statutes. To the best of my knowledge, any subcontractors employed by me as a part of this contract are in compliance with the requirements of E-Verify and Article 2 of Chapter 64 of the North Carolina General Statutes.
30. **Restricted Companies Lists** – Vendor represents that as of the date of this Agreement, Vendor is not included on the Final Divestment List created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.58. Vendor also represents that as of the date of this Agreement, Vendor is not included on the list of restricted companies determined to be engaged in a boycott of Israel created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.81.
31. **Entire Agreement** This Agreement, together with Exhibit A entitled “Proposal” which is incorporated herein by reference, constitutes the sole and entire agreement of the Parties with respect to the subject matter of this Agreement, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, with respect to the subject matter. In the event of any inconsistency between the statements in the body of this Agreement, and the related Exhibit A, the statements in the body of this Agreement shall control. The Parties have not relied on any statement, representation, warranty, or agreement of the other Party or of any other person on such Party's behalf, including any representations, warranties, or agreements arising from statute or otherwise in law, except for the representations, warranties, or agreements expressly contained in this Agreement.
32. **Vendor's Warranties**
 - a. The Vendor warrants that it shall diligently construct the improvements and otherwise complete the “Work” in a good, timely, complete and workmanlike manner, including keeping the property clean and well-kept during the construction process, and cleaning up the property upon completion of the contract. The Vendor further warrants that the construction will be performed in conformity (i) with this Agreement and Exhibit A (the “Contract Documents”), (ii) with all laws, regulations, codes and setback requirements applicable to the construction of the Work, and (iii) that Vendor shall use only new materials of good quality unless approved by Granville County before installation.
 - b. Manufacturers’ or vendors’ warranties or guarantees (referred to as “product warranties” herein), if any, on materials, fixtures, appliances, and components, to the extent assignable, are deemed assigned by Vendor to Granville County. Vendor will deliver to Granville County all product warranty forms in its possession. Owner’s rights under the product warranties are in addition to Vendor’s warranties in Section 32.a. above.
 - c. Vendor shall promptly correct any Work which is defective or which fails to conform to the Contract Documents whether observed before or after completion and whether or not fabricated, installed or completed.
 - d. “Work” means the construction, installation, and services required by any and all of the Contract Documents, whether completed or partially completed, and includes all other labor, supervision, materials, fixtures, special facilities, built-ins, equipment, tools, supplies, taxes, permits (including general building and occupancy permits, unless precluded by the law governing the Work) and other property and services necessary to timely and properly produce all work and completed construction or installation required or reasonably inferable from any and all of the Contract Documents.
33. **No Liens** The Vendor shall promptly pay all invoices for labor performed by subcontractors and for materials provided in the construction of the improvements on the Owner’s property, and shall keep the Owner’s property free of any liens or claims of lien at all times.
34. **Notice** Any notice or other communication required or permitted under this Agreement shall be in writing and shall be deemed given as of (a) the date it is delivered by hand to the parties listed below; (b) the date three days following the date it is deposited in the mail, postage prepaid, return receipt requested, addressed to the parties listed below; or (c) the date three days following the date it is sent, shipping prepaid, return receipt requested, by a national courier service, addressed to the parties listed below:

Town:

Granville County, Attn: County Manager; P.O. Box 906 (mail); 104 Belle St. (delivery); Oxford, NC 27565

With a copy to:

James C. Wrenn, Jr.; Smith, Anderson, Blount, Dorsett, Mitchell & Jernigan, LLP; P. O. Box 278 (mail); 111
Gilliam Street (delivery); Oxford, NC 27565

Vendor:

Studebaker Control Solutions, Inc.; Attn: Kevin Paul Studebaker, President, P.O. Box 625, Lexington, NC 27293 (Mail);
1036 Willowmore Springs Rd., Lexington, NC 27292-7130.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK; SIGNATURES TO FOLLOW]

GRANVILLE COUNTY

STUDEBAKER CONTROL SOLUTIONS, INC.

Printed Name: Drew Cummings
Title: County Manager

Printed Name: Kevin Paul Studebaker
Title: President

CERTIFICATE OF FINANCE OFFICER

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Stephen M. McNally, Finance Officer

EXHIBIT “A”
Proposal

Studebaker Control Solutions, Inc.

Systems ~ Integrations ~ Retrofits

PO Box 625 • Lexington, NC 27293 • 336-746-9026

Proposal

To: Scott Phillips
Granville County Cooperative
125 Oxford Loop Rd,
Oxford, NC 27565
919-725-5451
scott.phillips@granvillecounty.org

From: Neal Beemer
Studebaker Control Solutions, Inc
PO Box 625
Lexington, NC 27293
336.746.9026
sales@studebakercontrols.com

Project Name: JACE Upgrade/ Controller Repairs
Quotation Date: Sept 21, 2023

Site Name: Granville Couty Coop
Location: Oxford, NC

Studebaker Control Solutions, Inc is pleased to provide you with this proposal to provide labor, material, tools, equipment and other expenses to complete the Building Automation System (BAS) project as outlined below:

This proposal addresses the need to upgrade the existing AX JACE to a new N4 JACE. This is necessary because the old JACE is no longer supported and cannot be upgraded to support new controllers. Also, the AX JACE uses JAVA to display graphics which can only be used in the Internet Explorer browser. You may know that Microsoft has moved away from IE and now uses Edge browser. Edge doesn't use JAVA therefore the graphics will not display. The N4 JACE programming language is HTML5 which will work in either Edge or Chrome browsers.

General Provisions

- Replace existing AX JACE with a new N4 JACE that will interface with existing building equipment controls.
- Existing graphics will be migrated onto the new JACE.
- Use existing communications and sensor cabling.
- Existing VVT controls will be used.
- Replace existing TAC controller with new controller, wall sensor, SAT and LWT sensors on 1heat pump (Unit 5) and update graphic as needed.
- Start-up and technical checkout of the system.

BAS Package

- The Niagara-Based N4 8000 Series JACE is licensed to include the number of devices in the connected equipment list below.
- This proposal includes a 1-year Software Maintenance Agreement (SMA) for the JACE. The SMA must be renewed annually or a multi-year SMA is also available.
- The BAS System is web enabled and is accessible from any computer on your network or the internet.
- This system is multilevel password protected to prevent unauthorized access.

Connected HVAC Equipment

- (9) Heat Pumps
- (7) VVT Zones

Clarifications to this proposal:

- Control dampers, Starters, Disconnects and Smoke Detectors are existing and will be reused.
- It is assumed that all the existing controllers, sensors and end devices are in working order. Any item found to be defective will be reported and quoted as an additional repair.

- No equipment power wiring is included in this proposal.
- Above work to be performed during normal business hours.
- **This quotation is valid 30 days from date above due to market volatility.**
- 1-year Warranty on all work performed under this proposal.
- Price does not include taxes.

Total Base: _____ \$11,600.00

Option #1 Add for Replacing additional 8 Heat Pump Controllers (Add this to Base Price)

- Replace an additional 8 TAC controllers with new controllers, wall sensors, SAT and LWT sensors and update graphics as needed.
- This option will provide the labor and necessary installation material for all cable, Sensor and Controller installation and termination.

Total Option #1: _____ \$16,350.00

Submitted By: Neal Beemer
nealb@studebakercontrols.com
 Cell 336.542.7396

Customer Acceptance	
Total Price:	_____
Customer Name:	_____
Title:	_____
Signature:	_____
Date:	_____

Studebaker Control Solutions, Inc.

Systems ~ Integrations ~ Retrofits

PO Box 625 • Lexington, NC 27293 • 336-746-9026

Proposal

To: Scott Phillips
Granville County Cooperative
125 Oxford Loop Rd,
Oxford, NC 27565
919-725-5451
scott.phillips@granvillecounty.org

From: Neal Beemer
Studebaker Control Solutions, Inc
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- This option will provide the labor and necessary installation material for all cable, Sensor and Controller installation and termination.

Total Option #1: _____ \$16,350.00

Submitted By: Neal Beemer
nealb@studebakercontrols.com
 Cell 336.542.7396

Customer Acceptance	
Total Price:	_____
Customer Name:	_____
Title:	_____
Signature:	_____
Date:	_____



Granville County Development Services

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

To: Board of Commissioners
From: Scott Phillips
Department: Development Services
Date: October 16, 2023
Title: **Engineering Evaluations for the Sewer Lift Station - Triangle North Granville Business and Industrial Park**

PURPOSE:

This request considers awarding a fixed-price service contract for the needed evaluations of the existing sewer lift station, gravity outfall, and force-main for the Triangle North Granville Park.

BACKGROUND:

The Triangle North Granville Business and Industrial Park (Phase I) was developed in 2007 and contains approximately 1.6 miles of roadway, a 1,000 GPM pump station, 6,100 LF of gravity sewer outfall, and 4,700 LF of 12-inch force main. In 2019, Granville County entered into an agreement with McGill Associates to evaluate the public water needs and condition of the existing sewer infrastructure. To date, the water infrastructure has been designed and permitted with an anticipated bid date for construction set for January 2024. This request continues the sewer system evaluation and forthcoming recommendations for compliance and acceptance by the City of Oxford.

COMPLIANCE WITH CONTRACT & PURCHASING POLICY:

This request is a continuation and update of an existing professional service contract and complies with Section V, Architectural, Engineering, and Surveying Services (NCGS 143-64.31) of the County's Contract and Purchasing Policy.

FUNDING:

The Triangle North Granville Project Ordinance 33-4000-000 can accommodate the cost request.

RECOMMENDATION:

The Development Services Director recommends awarding the service contract to McGill Associates for a fixed-price service agreement of \$74,250.00.

ATTACHMENTS:

Proposal for Additional Consulting Services - Lift Station at Triangle North Granville Business and Industrial Park

ACTION TAKEN:

September 13, 2023

Mr. Scott Phillips
Development Services Director
Granville County
122 Williamsboro Street
Oxford, NC 27565

RE: Proposal for Additional Consulting Services
Lift Station at Triangle North Granville Business and Industrial Park
Granville County, North Carolina

Dear Mr. Phillips,

Pursuant to your request, our meeting on site on August 2, 2023, review of previous information (including the December 3, 2019 memorandum documenting site observations made during an inspection performed at that time) and review of information sent to us by you subsequent to the site meeting, McGill Associates (McGill) is pleased to submit this proposal to Granville County ("Owner" or "County") to provide Professional Services for the above referenced project.

The County wishes to update/rehabilitate the Lift Station facilities at the Triangle North Granville Business and Industrial Park to facilitate an ownership transfer of those assets to the City of Oxford. The assets include the pump station in its entirety (including but not limited to the pumps, wet wells, generator, motor control center, and associated instrumentation and equipment, the on-site crane, the building(s) within the fenced area and associated gravity sewer influent and force main effluent lines.

It is our understanding that the lift station has not been powered on for at least the last four years.

Basic Services

Based on our understanding of the project, we anticipate providing the following **Scope of Services** to the County:

Task 7 – Televising and cleaning the upstream influent line to the pump station

1. Arrange for the sewer line up stream of the pump station approximately to be televised and cleaned so that areas of infiltration/inflow and general condition can be assessed and prepare a report summarizing the findings and recommendations for further action. The report will include a video file of the inspection.

Estimated Fees: \$39,250 (assumes up to 4 days for a CCTV/sewer cleaning crew on site)

Task 8 – Evaluation of existing on-site crane

1. Arrange for a crane vendor to inspect the crane and provide an estimate for rehabilitation needed to restore it to usable condition and to return the crane to the site after either inspection is complete or repairs are made.
2. Prepare a letter report to the County identifying the inspection details and the recommended actions and associated costs related to restoring the crane to usable condition or other recommendations.

Estimated Fees: \$6,000

Task 9 – Evaluation of lift station pumps, and previous system inspection documents

1. Arrange for a subcontractor and/or vendor to (utilizing the restored crane if possible) remove the pumps and disassemble them and take the two pumps off site for disassembly and inspection and return the pumps to the site for re-installation. The subcontractor will evaluate the physical condition of the pumps and make recommendations for repair if necessary.
2. Review previous inspection memorandum (including the 2011 report by McAdams and the 2019 report by McGill) and update recommendations and opinions of probable costs for previous recommendations to include in task 10 below.
3. Prepare a letter to the County identifying recommendations regarding the condition of the pumps and their expected performance so that the county can evaluate whether they should be placed back into service and if so under what conditions.

It is assumed that the County will arrange to pump the existing water out of the wet wells so that the condition of the vaults can be observed after pumps have been removed.

Estimated Fees: \$24,000

Task 10 – Prepare for and Attend Meeting with Granville County to review results of tasks 7-9 above and develop course of action

After completion of tasks 7-9 above, McGill will meet with the County to review the data and gain agreement on a course of action for next steps to facilitate being able to release the lift station to the City of Oxford. These potential recommendations could include (but are not limited to) the following:

- Development of detailed design drawings for mechanical system improvements
- Development of detailed design drawings for electrical system improvements
- On site observation of repairs/renovations or new construction at the pump station
- Development of design of new equipment
- Other items as directed by the County after the meeting

It is understood that the cost to implement these potential recommendations is not included in this task order.

If the County deems appropriate, representatives from the City of Oxford can participate in this meeting as well.

Following the meeting, McGill will develop meeting minutes summarizing the County's desired course of action moving forward. scope and fee task proposals to implement the recommendations agreed to. These future scope and fee proposals could include design scope, construction administration related scope and final inspection scope.

Estimated Fees: \$5,000

Basis for Compensation Summary

Based on our understanding of the project, we proposed to provide the Scope of Services detailed in this proposal on an hourly basis in accordance with the attached basic fee schedule. Our total estimate for the Scope of Services is \$74,250.

These fees will be invoiced based on the amount of work completed on each task.

Additional Services

The following services are not included in the Scope of Services listed above and shall be considered as Additional Services to this proposal. Fees for the additional services shall be provided to and approved by the Owner prior to commencing any work. Such additional services may include (but are not limited to) the following:

1. Development of additional design drawings related to mechanical or electrical items
2. Construction observation related to recommendations provided in task 10
3. Development of documents to assist the County in procuring contractors to enact recommendations made after completion of the Scope of Services
4. Providing services of professional consultants for items of work other than those described above.
5. Providing services to correct deficiencies in the previous design or construction.
6. Bid advertisement publishing costs, which we assume will be paid directly by the Town.
7. Payment of permit application fees, which we assume will be paid directly by the Town.
8. Materials sampling or testing services.
9. Location of existing underground utilities that are not marked or visible at the ground surface.
10. Providing any other services not otherwise included in this Agreement or not customarily furnished in accordance with the generally accepted Engineering practice.

Owner's Responsibilities

1. The Owner shall provide full access to the lift station site to facilitate the performance of the scope of services.
2. The Owner shall designate a representative (authorized to act in his behalf) with respect to the Project. The Owner or his representative shall examine documents submitted by McGill and shall

Mr. Scott Phillips
September 13, 2023
Page 4 of 4

render decisions pertaining thereto promptly, avoiding unreasonable delay in the progress of McGill's work.

Closing

McGill will perform the Scope of Services for the fee described above under the terms and conditions of the Engineering Services Agreement last executed on 5/10/23.

Mr. Phillips, we appreciate the opportunity to provide this proposal to Granville County and to continue working with the County on this important project. We are prepared to begin work immediately upon full execution of a task order. If this proposal is acceptable, please provide us with a task order to execute under the existing services agreement.

If you have any questions regarding this proposal, please don't hesitate to contact me at 984-364-7446.

Sincerely,

MCGILL ASSOCIATES, P.A.



Robert M. Miller, P.E.
Principal/Raleigh Office Manager

Attachments: Basic Fee Schedule

BASIC FEE SCHEDULE

July 2023

PROFESSIONAL FEES	I	II	III	IV
Senior Principal	\$250			
Principal – Regional Manager – Director	\$220	\$225	\$240	\$245
Practice Area Lead	\$195	\$210	\$220	\$235
Senior Project Manager	\$200	\$210	\$215	\$220
Senior Engineer	\$200	\$210	\$215	\$220
Project Manager	\$170	\$180	\$185	\$190
Senior Project Engineer	\$170	\$180	\$185	\$190
Project Engineer	\$135	\$145	\$155	\$165
Engineering Associate	\$120	\$125	\$130	\$135
Planner- Consultant – Designer	\$120	\$130	\$155	\$165
Engineering Technician	\$110	\$120	\$125	\$135
CAD Operator - GIS Analyst	\$90	\$100	\$110	\$115
Construction Services Manager	\$140	\$150	\$170	\$185
Construction Administrator	\$110	\$125	\$135	\$145
Financial Services Manager	\$125	\$135	\$145	\$155
Grant Administrator	\$115	\$125	\$135	\$145
Construction Field Representative	\$90	\$105	\$115	\$125
Environmental Specialist	\$90	\$100	\$105	\$110
Administrative Assistant	\$75	\$80	\$90	\$105
Survey Party Chief	\$90	\$105	\$120	\$140
Survey Field Technician	\$75	\$80	\$85	\$90

EXPENSES

- a. Mileage - \$0.70/mile
- b. Flow Monitoring Equipment: Pressure Flow Meter- \$400/wk.; Gravity Flow Meter - \$1,000/deployment
- c. Robotics/GPS Equipment: \$30/hr.
- d. Telephone, reproduction, postage, lodging, and other incidentals shall be a direct charge per receipt.

ASSOCIATED SERVICES

- a. Associated services required by the project such as soil analysis, materials testing, etc., shall be at cost plus ten (10) percent.



Granville County Administration

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: October 16, 2023
Title: Parks, Greenways, and Recreation Committee

PURPOSE:

To make appointments to the Parks, Greenways, and Recreation Advisory Committee.

BACKGROUND:

The Granville County Parks, Greenways, and Recreation Advisory Committee will advise the Board of Commissioners on matters related to parks, greenways, and recreation. The objectives of the Committee are:

- Plan and recommend to the Governing Body such action as may be necessary to provide an adequate and complete system of parks and recreation facilities-including greenways-and programming which meet the needs of Granville County citizens.
- Recommend guidelines, procedures, and the funding of applications for the Granville County recreation mini-grant program (as funding is available).
- Carry out the directions of the governing body and/or County Manager regarding the provision of Parks and Recreation services and greenways development and oversight in Granville County.
- Advise the board and the Greenway Advisory Council in the operation of greenway systems and the implementation of the Greenway Master Plan.

The terms of Wayne Hutson (District 2) and Marilyn Howard (At-Large) expired in August.

Mr. Hutson and Mrs. Howard do not wish to be reappointed.

Others serving:	Reginald Royster	District 1
	Vacant	District 2
	Glenda Williams	District 3
	Marvin Davis	District 4
	Joshua Averette	District 5
	Ivan Washburn	District 6
	Michael McFadden	District 7
	April Shaeffer	At-Large
	Richard Rote	At-Large
	Cynthia Ratliff	Chamber Director, At-Large

Vacant	At-Large
Commissioner Sue Hinman	Ex-Officio
Commissioner Timothy Karan	Ex-Officio
Raymond Allen	Ex-Officio, Granville County Parks & Grounds Director
Angela Allen	Ex-Officio, Granville County Tourism Development Authority Director
Michael Williford	Ex-Officio, Greenway Advisory Council Chair
Vacant	Ex-Officio, Regional Planning Board/COG
Korena Weichel	Staff Representative, Deputy County Manager
Carlton Thornton	Staff Representative, Granville County Assistant Planning Director

ACTION TAKEN:



Granville County Administration

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: October 16, 2023
Title: Animal Control Advisory Committee

PURPOSE:

To make appointments to the Animal Control Advisory Committee.

BACKGROUND:

The function of the Animal Control Advisory Committee shall be to:

- hear appeals of dangerous or vicious animal declarations enacted by the County Animal Control Department;
- establish procedures for appeals;
- formulate general policy for the Animal Control Department;
- identify and investigate options for managing animal control issues, and
- ensure that the County animal control practices are consistent with standard animal control practices

Qualifications: The Committee shall consist of: one (1) representative from each district, one (1) representative from the Humane Society of Granville County, one (1) local veterinarian, ex-officio members: Animal Management Director (or designee) per ordinance, one (1) County Commissioner, and the health director per ordinance.

Dr. Trudi J. Bowden (District 1), Michael Covert (District 3), and Robin Alsup (District 5) have resigned and need to be replaced..

Others serving:	Sarah Gabel	District 2
	Andrea Westcott	District 4
	Angela Gooch	District 6
	Dakota Beck	District 7
	Matt Katz, Animal Management Director	Ex-Officio
	Lisa M. Harrison, Health Director	Ex-Officio
	Sue Hinman	Commissioner
	Anne Crews	The Humane Society of Granville County
	Dr. Lori Scappino	Local Veterinarian

ACTION TAKEN:



Granville County Administration

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: October 16, 2023
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's Report
Date: October 16, 2023
Title: **County Attorney's Report**

Any items 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: October 16, 2023
Title: **Presentations by County Board Members**

PURPOSE:

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

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

ACTION TAKEN:



Granville County Administration

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: October 16, 2023
Title: **Any Other Matters**

PURPOSE:

To consider any other matters as needed.

ACTION TAKEN:



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: October 16, 2023
Title: Closed Session as allowed by G. S. 143-318.11(a)(6) - Personnel

BACKGROUND:

To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

ACTION TAKEN: