

Agenda

Granville County Board of Commissioners

August 2, 2021

AGENDA
GRANVILLE COUNTY BOARD OF COMMISSIONERS
Monday, August 2, 2021



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

Consent Agenda

1. Contingency Summary (p. 3)
2. Emergency Services FY 21-22 Fee Schedule Revision (p. 5)
3. Major Special Use Permit - 3142 Henry Wilson Road, Oxford (p. 9)

Introductions, Recognitions and Presentations

4. Granville County Volunteer Service Awards (p. 19)
5. The Viking Experience NC (p. 20)

Public Comments

6. Public Comments (p. 28)

Appointments

7. Human Relations Commission (p. 29)
8. Kerr-Tar Workforce Development Board (p. 31)
9. Opioid Advisory Committee (p. 33)
10. Parks, Greenways, and Recreation Committee (p. 34)

Purchasing

11. Purchase of Dodge Charger Police Vehicles (p. 35)
12. Purchase of (2) Dodge Durangos and (2) Ford E-350 Transit Cargo Vans (p. 37)
13. Purchase of Cargo Van Inserts (p. 51)

County Manager's Report

14. US DOJ Detention Services Intergovernmental Agreement (p. 54)
15. Request for Peer Review of the Tax Administration Office (p. 69)

- 16. NCACC Voting Delegate (p. 72)
- 17. Open Broadband, LLC Agreement Update (p. 74)

County Attorney's Report

- 18. County Attorney's Report (p. 75)

Presentations by County Board Members

- 19. Presentations by County Board Members (p. 76)

Any Other Matters

- 20. Notice of Budget Workshop - American Rescue Plan (p. 77)
- 21. Any Other Matters (p. 78)



Granville County Finance

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

To: Board of Commissioners
From: Steve McNally
Department: Finance
Date: July 27, 2021

Title: Contingency Summary

RECOMMENDATION:

Finance Director recommends approval of the Contingency Statement dated 8/2/2021.

ATTACHMENTS:

Contingency Summary - 8/2/21

ACTION TAKEN:

Summary of Contingency and Use of Fund Balance

***Contingency Summary
For FY 2020-2021 Budget
August 2, 2021***

Use of Contingency Summary - General Fund

General Contingency (10-9910-991):

Date	Description/Action	Adjustment Amount	Balance
7/1/2021	Budget Ordinance		\$ 180,000

Environmental Disaster Contingency (10-9910-993):

Date	Description/Action	Adjustment Amount	Balance
7/1/2021	Budget Ordinance		\$ 10,000

School Bond D/S Contingency (10-9910-994):

Date	Description/Action	Adjustment Amount	Balance
7/1/2021	Budget Ordinance		\$ 100,000

Use of Fund Balance Summary - General Fund

Date	Description/Action	Adjustment Amount	Balance
7/1/2021	Budget Ordinance		\$ 5,645,236



Granville County Emergency Management

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

To: Board of Commissioners
From: Korena Weichel, Assistant County Manager
Department: Emergency Management
Date: July 26, 2021
Title: Emergency Services FY21-22 Fee Schedule Revision

PURPOSE:

To consider adopting revisions to the Emergency Services FY21-22 Fee Schedule.

BACKGROUND:

Three revisions to the Emergency Services fee schedule under consideration are shown below:

- (1) The North Carolina Building Code size requirements for Temporary Membrane Structures and Tents have changed. These units will no longer require inspection unless they are more than 800 square feet (enclosed structure) or 1800 square feet (open structure). These changes to the current fee schedule are highlighted in blue on the attached document.
- (2) Emergency Services would like to add a \$10 flat rate Fire Department Inspection fee for routine inspections of a fire department. This addition to the current fee schedule is highlighted in yellow on the attached document.
- (3) Site Plan Review also needs to be reinstated since the department will be doing new tanks again. This addition to the current fee schedule is highlighted in yellow on the attached document.

FUNDING:

N/A

RECOMMENDATION:

County Administration recommends adopting the Emergency Services FY21-22 Fee Schedule revisions as presented.

ATTACHMENTS:

Emergency Services FY21-22 Fee Schedule Revision

ACTION TAKEN:

Fire Marshal Fees

Section A. Operational Permits:	Fee
1. Aerosol Products (When in excess of 500 pounds of Level 2 or 3 aerosol products)	\$50.00
2. Aviation Facilities (If Group H or S or if repairing and/or refueling)	\$50.00
3. Amusement Buildings	\$50.00
4. Battery Systems (Exceeding 50 gal of liquids in storing system)	\$50.00
5. Carnivals and Fairs	\$50.00
6. Combustible dust-producing operations (Combustible dusts defined in Chapter 2)	\$50.00
7. Combustible Fibers: Storage and handling of combustible fibers in excess of 100 cubic feet	\$50.00
8. Compressed gases (If storing and/or handling at <i>normal temperature and pressure (NTP)</i> of compressed gases in excess of amounts listed in table 105.6.8. Exception: Vehicles equipped for and using compressed gas as a fuel for propelling the vehicle	\$50.00
9. Covered mall buildings: 1. The placement of retail fixtures and displays, concession equipment, displays of highly combustible goods and similar items in the mall 2. The display of liquid or gas-fired equipment in the mall 3. The use of open-flame or flame producing equipment in the mall	\$50.00
10. Cryogenic fluids (If producing, storing, transporting on site use, handling or dispensing in excess of amounts listed in Table 105.6.10. Exception: Permits are not required for vehicles equipped for and using cryogenic fluids as a fuel for propelling the vehicle or for refrigerating the lading	\$50.00
11. Exhibits and trade shows	\$50.00
12. Explosives, Blasting Agents and Ammunition: A. 48 Hours B. 7 Days C. 30 Days 1) To manufacture, possess, store, sell or otherwise dispose of explosive or blasting agents 2) To transport explosive or blasting agents 3) To use explosive or blasting agents 4) To operate a terminal for handling explosive or blasting agents 5) To deliver to or receive explosives or blasting agents from a carrier at a terminal between the hours of sunset and sunrise 6) To transport blasting caps or electric blasting caps on the same vehicle with explosives	\$125.00 \$250.00 \$500.00
13. Flammable and Combustible Liquids:	\$50.00
14. Flammable Finishes A. Spraying B. Dipping Spraying or dipping operations utilizing more than 1 gallon of flammable or combustible liquid on any working day	\$50.00 \$50.00
15. Fumigation and Thermal Insecticide Fogging: Any fumigation or thermal insecticide fogging process	\$50.00 Per Building

Fire Marshal Fees

16. Hazardous Chemicals: Required for amount in excess of Table 105.6.20	\$50.00
17. High Piled Storage If exceeding 500 Sq Ft	\$50.00
18. Miscellaneous combustible storage: (If more than 2500 cubic feet)	\$50.00
19. Liquid or gas-fueled vehicles or equipment in assembly buildings	\$50.00
20. Lumber yards and woodworking plants (If lumber exceeds 100,000 board feet)	\$50.00
21. Ovens: Industrial baking or drying ovens using oil or gas fuel	\$50.00
22. Private Fire Hydrants Exception: Not Required for private industry with trained personnel, private fire brigade or fire departments to maintain, test and use private hydrants	\$50.00
23. Pulverized particles (dust): Industrial processes producing combustible dusts	\$50.00
24. Pyrotechnic special effects material	\$50.00
25. Liquid or gas-fueled vehicles or equipment in assembly buildings	\$50.00
26. Temporary Membrane Structures and Tents - Over: 400 800 sq ft enclosed, or 700 1800 sq ft open - Exceptions: 1. Tents used exclusively for recreational camping purposes	\$50.00
27. Underground Storage Tank Installation or Removal (Per Site)	\$200.00
28. Above Ground Storage Tank Installation or Removal (Per Site)	\$200.00
29. Fireworks: A. Manufacture B. Sale, Possession, Outdoor Public Display C. Indoor Public Display	\$100.00 \$200.00 \$300.00
Permit Related Fines:	
Work started without a permit	\$250.00 + permit fee
Work finished without a permit	\$500 + permit fee
Section B. Mandated State Inspections	
1. Regular Inspections	See Section D
2. Imminent Hazard Violation (fine for EACH violation immediately). Overcrowding, Locked Exit Door, Blocked Exit Door	\$250.00
3. Other Non-compliance (fine for EACH violation)	\$50.00
Section C. Re-inspections	
1. Fee after two inspections when owner/operator fails to comply with code requirements and does not file an appeal (Paid by business owners or operators)	\$100.00

Fire Marshal Fees

Section D. Routine Inspections	
<u>Routine Inspections</u>	
<u>Manufacturing & Industrial</u>	
0-3,000 sq ft	\$50.00
3,001-5,000 sq ft	\$100.00
5,001-10,000 sq ft	\$150.00
10,0001-50,000 sq ft	\$200.00
50,001-100,000 sq ft	\$250.00
100,000 sq ft and up	\$300.00
<u>Business & Mercantile</u>	
0-1,500 sq ft	\$20.00
1,500-3,000 sq ft	\$50.00
3,001-5,000 sq ft	\$100.00
5,001-10,000 sq ft	\$150.00
10,001-50,000 sq ft	\$200.00
50,001-100,00 sq ft	\$250.00
100, 001 and up	\$300.00
Day Care	\$100.00
Rest Home	\$50.00/ or \$10.00 per sleeping unit
Family Care Homes	\$50.00
Nursing Centers	\$50.00
Hospitals/Institutional Facilities	\$100.00
Foster Homes	\$25.00
ABC Permit	\$100.00
Churches	\$50.00
Schools	\$50.00
Residential/Dormitory	\$50.00 or \$10.00 per sleeping unit
Fire Departments	\$10
Site Plan Review	\$50

Additions are in Yellow.

Code updates are in Blue.



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: July 29, 2021
Title: **Major Special Use Permit - 3142 Henry Wilson Road, Oxford**

PURPOSE:

To approval final Order Granting Major Special Use Permit.

BACKGROUND:

At the regular meeting held on June 21, 2021 the Board approved a Major Special Use Application with conditions to place a 199' concealed monopine monopole wireless communication tower with a fenced equipment compound on property owned by David and Gayle Cheek, specifically identified as tax parcel map number #191604614446, on property located off of Henry Wilson Road. The final Order Granting Major Special Use Permit document needs to be approved.

RECOMMENDATION:

Approval

ATTACHMENTS:

Order Granting Major Special Use Permit
Voluntary Conditions for Special Use Permit

ACTION TAKEN:

This instrument prepared by and return to: James C. Wrenn, Jr., Attorney at Law, P. O. Box 278, Oxford, NC

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 a quasi-judicial hearing to consider the following application.

Applicant:	Cellco Partnership, dba Verizon Wireless
Owners of record	David and Gayle Cheek (as of date of hearing)
Property Location:	3142 Henry Wilson Road, Oxford, NC 27312, Granville County, NC 27565
Tax Parcel Id. Number:	191604614446
Legal Description:	See attached Exhibit “A”
Proposed Use of Property:	New Wireless Support Structure
Meeting Date:	June 21, 2021

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 May 4, 2021, including all attachments and addendums thereto (the “SUP Application”); and (ii) Telecommunications Site Review report dated June 1, 2021 prepared by CityScape Consultants, Inc. consisting of nineteen (19) pages (the “Consultant’s Report”).
2. Josh Rotenstreich of the law firm of Teague, Rotenstreich, Stanaland, Fox & Holt PLLC represented the Applicant.
3. That the following persons provided sworn testimony to the Board concerning the application for major special use permit: (i) Josh Rotenstreich, attorney for Applicant; (ii) Susan Rabold, Consultant for CityScape Consultants, Inc., Granville County’s consultant (the “Consultant”); and (iii) Barry Baker, Granville County Planning Director.
3. 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. Applicant proposes to construct a new one hundred ninety-nine (199)-foot monopole wireless communication tower with a fenced compound.
4. 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.
5. The applicant signed a written acknowledgment and agreement accepting the following conditions on June 3, 2021, a copy of which is attached as Exhibit B.
6. That based on the SUP Application, the Consultant’s Report, and the testimony of the Consultant, 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.
7. 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. 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. 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. 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. 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 site is in a rural area with natural forest and vegetation surrounding the site. 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.

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. 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.

IT IS THEREFORE ORDERED that the application for major special use permit referenced herein be **GRANTED** with the conditions agreed to in writing by the Applicant and the same shall be binding on them and their respective heirs, successors in interest.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK, SIGNATURE PAGE FOLLOWS]

**GRANVILLE COUNTY
BOARD OF COMMISSIONERS**

By: _____
J. Sue Hinman, Chair

ATTEST:

By: _____
Debra A. Weary, Clerk

STATE OF NORTH CAROLINA
COUNTY OF GRANVILLE

I, the undersigned Notary Public of _____ County and the State of North Carolina, do hereby certify that **Debra A. Weary**, either (____) personally known to me or (____) proven by satisfactory evidence (said evidence being _____), personally appeared before me this day and acknowledged that she is Clerk to the Board of Commissioners of Granville County, a body politic and corporate of the State of North Carolina, and that, by authority duly given, the foregoing instrument was voluntary executed by her for the purposes stated therein.

Witness my hand and seal, this the ____ day of _____, 2021.

(SEAL)

Notary Public

Typed or Printed Name of Notary

My Commission Expires: _____

NOTE: If you are dissatisfied with the decision of this Board, an appeal may be taken to the Superior Court of Granville County in the manner specified by the Granville County Land Development Ordinance and applicable law.

EXHIBIT A

The property upon which the proposed Wireless Telecommunications Facility is to be located is known as Granville County Tax Map Number 191604614446 consisting of approximately 71.5 acres as shown on Granville County GIS. For further reference see Deed Book 593, Page 320.

EXHIBIT B

Voluntary Conditions for Verizon Wireless Site #301011

Major Special Use Permit Application

In Granville County, NC

Conditions:

1. Applicant shall provide a final set of construction drawings prior to permitting.
2. Applicant shall provide the necessary NEPA and SHPO documentation prior to permitting.
3. 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 prior to permitting.
4. The monopine shall utilize a denser faux branch configuration and antenna "socks" to make the pole and antennas visually blend with the surroundings.
5. All equipment feed lines shall be routed inside the monopine and all entry ports on the monopine shall be sealed to prevent wildlife intrusion.

Applicant hereby voluntarily accepts the stated conditions for the major special use permit application for a new monopine wireless tower for Verizon Wireless (Verizon Wireless Site #301011), and will abide by said conditions concerning the major special use application.

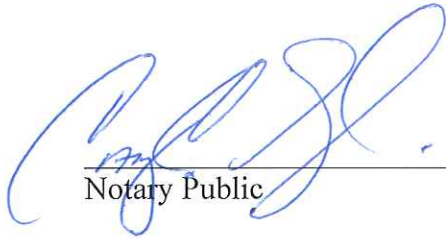
W. Lee Taylor
Applicant

6/3/21
Date

State of Tennessee
County of Davidson

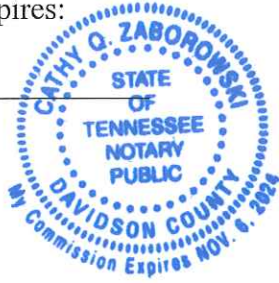
I, Cathy Q. Zahowski, a Notary Public in and for said State and County, do hereby certify that W. Lee Taylor personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

WITNESS my hand and notarial seal, this the 3rd day of June, 2021



Notary Public

My commission expires:





Granville County Administration

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

To: Board of Commissioners
From: Korena Weichel
Department: Administration
Date: July 28, 2021
Title: Granville County Volunteer Service Awards

PURPOSE:

Paul Smith, Kathy Ingandela, Vivian Reed, Abie Jeffries, Bess Adcock, Lisa Rains, Charlotte Watson, Ginny Hicks, Darlene Parrish, Nichelle Harris, Gayzelle Parker, Juanita Wilkerson, Shirley Harris, Keith Carrier, Kathy Lashley, Muriel Carrington, South Granville Rotary Club (Represented by David Rosenthal), and Granville County Sheriff's Office School Resource Officers (Represented by Jessica Laws) have been nominated as a group/team as recipients of the Granville County Board of Commissioners' Volunteer Service Award by Granville County Senior Services Director Kathy May.

They are nominated under the Disaster category for outstanding service in delivery of home meals to approximately 100 homebound seniors across Granville County during the COVID-19 pandemic.

BACKGROUND:

Chair Sue Hinman and Commissioner David Smith will make the presentation.

ACTION TAKEN:



Granville County Administration

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

To: Board of Commissioners
From: Korena Weichel, Assistant County Manager
Department: Administration
Date: July 28, 2021
Title: The Viking Experience NC

PURPOSE:

To authorize use of the Expo Center facility and grounds by The Viking Experience NC.

BACKGROUND:

The Viking Experience NC group has requested use of the Expo Center facility and grounds for their festival scheduled for March 2022. This will be the first such festival in North Carolina and they have indicated a desire to establish and continue the festival within Granville County even if they eventually outgrow use of the Expo property.

If authorized, the rental would incur fees for the auditorium and meeting room on Friday (either half or full day), Saturday (all day), and Sunday (half-day).

Due to limited parking available in the Expo Center parking lot, The Viking Experience NC has contacted adjacent property owners and are working with them to utilize their parking for overflow.

Participants will be camping on-site throughout the event. Liability issues have been reviewed with the risk pool and the group will be required to provide event insurance. The Fire Marshal has also been notified that they will be camping on the property throughout the weekend usage. These and other event logistics will be worked out prior to finalizing an agreement.

Hanna Reid, The Viking Experience NC Event Director, will present the proposed tourist event.

FUNDING:

N/A

RECOMMENDATION:

County administration recommends authorizing The Viking Experience NC to utilize the Expo facility and grounds for their festival planned for March 2022.

ATTACHMENTS:

The Viking Experience - NC Proposal

ACTION TAKEN:



THE VIKING EXPERIENCE PROPOSAL

Submitted to

Granville County-County Commissioners

Date Submitted

August 2, 2021

Submitted by

Hanna Reid

Event Director

The Viking Experience-NC

Wanderings in Wonderland Studios LLC.

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Business Summary

The Viking Experience NC is a historically based entertainment group. Inspired by ancient Norse culture, our group brings a theatrical experience to events. For our theatrical side, we have created an ever-evolving world of Kings, Queens, Jarls, and warriors. To do this we work with other local actors, reenactors, and groups who have an interest in Norse culture.

The Viking Experience-NC is owned by three individuals, mother and daughters. Angela Reid, small business owner of several businesses over the last 25 years, established TVE and is Head of Business Operations. She started The Viking Experience out of her fantasy photography studio Wanderings in Wonderland studios LLC. Sara Reid-Stillwell acts as the Marketing Manager for TVE. She holds a degree in Business Administration and works in marketing, which brings plenty of experience to the role. As Event Director, Hanna Reid, oversees the planning, promotion, and logistics of the various events the TVE hosts and attends. The Viking Experience-NC is very proud to be a woman owned and led business.

Our mission is to engage and entertain our patrons with an immersive Viking experience. We also seek to allow other creatives the space and opportunity to create and perform as they wish. Our target audience is families and we strive to create a family friendly atmosphere at all of our events.

As well as our events, we also host thriving social media pages that continue to promote our events. Our Facebook business page boasts 1.1K likes while our more intimate community page has 361 active members at the time of writing.

Event Overview

While we do work with, and make appearances at, other events we also host our own events throughout the year.

Smaller meetups have a few vendors, lots of games, and activities as well as a limited ticket number. They are specifically designed to feel like a family picnic day and just last an afternoon and evening. Often an ad-lib theatrical performance is organized that fits within our theatrical world. Our meetup style has proven very popular and generally sells out of tickets.

Our larger event is our annual festival, called The Viking Experience-NC. It lasts a Saturday and Sunday weekend in March. Stylized like a Renaissance Festival but placed in the Viking Age we give a full immersive experience for our customers. An ad-lib story is being played out by many characters within the encampment who engage customers as if they could be players in the story as well. Vendors selling unique, and often handmade items, join us to sell their wares. Others who join our festival include performance artists, such as fairies and fire dancers, LARPers, who host our fight pit, food and drink vendors, and historical reenactors, who teach history to our customers. The highlighting event is a dinner theater in which our ongoing story meets its grand conclusion. Our guests are also fed a grand Viking feast while they watch the entertainment. Our opening year's tickets sold out at 100 per day. These numbers reflecting COVID-19 restrictions at the time per Governor guidelines for outdoor gatherings.

In the past we have partnered with other companies and groups to promote events, Norse culture, and grow other communities. One of these companies is our sister company, The Viking Experience-MD. Based near Annapolis Maryland, they also had their opening year in May of 2021. Thankfully, they were not under COVID restrictions being an outdoor festival and were able to host nearly 1,000 patrons across their opening weekend.

Proposal Summary

Unfortunately, due to COVID-19 restrictions, our opening year festival was restricted in numbers for safety. Fortunately, we also saw a fantastic and exciting response from our participants. Vendors excited to work with us and customers who were excited to be there. Whatever we had to offer, either in tickets or vendor space, was sold. We were able to see exactly what we would need to continue to go forward with this event. Primarily we would need more space because, even with restrictions, we maxed out of the space we did have.

This proposal will outline a plan for The Viking Experience-NC 2022 to be hosted at the Granville Expo Center. The Granville Expo Center will provide us the space we need to continue to our growth. The Viking Experience will bring a boom in tourism to Granville County.

In our opening festival we were restricted to 100 ticket holders per day and we reached that maximum. For our coming year we have set a goal of 500 ticket holders for the weekend. Last year we had patrons come to us from all over the east including Maryland, Virginia, South Carolina, and Delaware. Many of our traveling patrons will seek local lodging and food boosting the Granville economy both on and off the festival site. By working with local businesses and vendors we will be providing marketing and advertising for them.

We want to bring this to Granville county because it has been our home for 16 years. Granville saw potential in us from our first event. We believe that bringing our festival here to Granville county will promote the community, boost the economy and tourism.

Event Requirements and Plan

- **Venue.** The Viking Experience NC proposes to use the back lot for our festival and camp life set-up. At least one of the indoor rooms is requested for use in our dinner theater setting. The kitchens are requested for use for our caterer and for hospitality food for our employees.
- **Dinner Theater.** For our Saturday night dinner theater, we will need the larger of the indoor rooms. TVE-NC will follow all guidelines for room décor and care. The kitchens will be used by a licensed caterer for the preparation of the dinner.
- **Liability and Insurance.** The Viking Experience-NC will be wholly responsible for obtaining proper special event insurance. Coverage will include accident, liability, liquor liability, hired and non-owned automobiles as well as rented or owned equipment as applies to event.
- **Camping.** Many of our vendors and reenactors camp out in tents at the events they attend. TVE-NC would need permissions from Granville county in the agreement to allow camping onsite. A leadership member for TVE will always be onsite to act as camp manager. Insurance and liability would fall to the responsibility of TVE-NC. All fires will be contained to portable fire pits. TVE-NC will set up an outdoor camp kitchen and portable toilets for camper use.
- **Marketing.** TVE would like permissions to place a banner for advertising along the fence line facing Hwy 15. This banner would advertise the upcoming event on the site. Other marketing would include promotion for our event in Granville county via traditional and social media marketing.
- **Vendors.** All vendors will go through TVE-NC to apply for space within the festival. They will understand that TVE-NC and Granville County will not be responsible for any lost or stolen items. They will understand that they are responsible for all proper business licensing to sell their wares.
- **Food.** It will be all food vendors responsibility to be properly licensed to sell. It will be the responsibility of TVE-NC to check said licenses and ensure they are up-to-date and valid.
- **Alcohol.** Proper ABC licensing will be secured by the vendor selling or serving said alcohol. TVE-NC will assume responsibility for ensuring any alcohol vendors present have the proper license to sell. TVE-NC does not have an ABC permit and will not sell any alcohol unless licensed to do so.
- **Parking.** We are aware there is a concern with limited parking and overflow parking is usually the back lot that we will be using for our festival. To secure additional overflow parking we have connected with United Tobacco Company, the warehouse next to the Expo Center, and they have agreed to allow us to use their space for overflow parking.
- **Security.** Since this event will be greater than 100 persons in attendance TVE-NC will arrange with Granville County Sheriff's Department to provide security for the event. TVE-NC employs a private security company, Red Serpents, who will also provide onsite security for the festival and vendors.

Final Steps

The Viking Experience-NC is looking to secure a property for our festival now. Patrons are excited to plan and vendors are looking to book out the upcoming year.

Please let us know the decision of the committee through the following contact information:

Hanna Reid, Event Director

<https://www.thevikingexperiencenc.com/>

hanna_reid22@yahoo.com

919-339-2785



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: July 27, 2021

Title: Public Comments

PURPOSE:

Public comments are limited to 3 minutes.

ACTION TAKEN:



Granville County Administration

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: July 27, 2021

Title: Human Relations Commission

PURPOSE:

To fill a District 7 vacancy on the Human Relations Commission.

BACKGROUND:

Mary Cordrey has resigned and needs to be replaced.

Others serving:	Ethel Anderson	District 1
	William O. Betts	District 3 appointed by 1
	Sarah Mayfield	District 1
	Telessie McGhee	District 1
	Quon Bridges	District 2
	Ron Bullock	District 2
	Harold Slaughter	District 2
	Commissioner David Smith	District 2
	Rev. John Gooch	District 3
	Helen Amis	District 4
	Commissioner Tony W. Cozart	District 4
	Bessye McGhee	District 4
	Wilma Moore	District 4
	Jacob Moore	District 5
	Kechia Brustmeyer-Brown	District 5
	Rev. Dennis W. Daniel	District 6
	Ethiur Tito Montoya	District 6
	Linda Jordon	District 7

John Wimbush
Michael McFadden
Phillip Harris

District 7
District 7
State Appointed Member

ACTION TAKEN:



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: July 29, 2021
Title: **Kerr-Tar Workforce Development Board**

PURPOSE:

To make appointment and reappointments.

BACKGROUND:

The terms of Sara Lloyd (Higher Education), Gordon Agingu (Division of Vocational Rehabilitation), Monica Satterwhite (Division of Workforce Solutions), Rev. Phillip Betts (Community-Based Organization), and Jeff Tingen (Business) expired June 30, 2021. Mr. Tingen has asked to be replaced.

Others serving:	Hal Muetzel	Private Industry
	Allen Winston	Private Industry
	Norman Terrence Wilson	Labor Organization
	Commissioner Timothy Karan	Elected Official

RECOMMENDATION:

Lou Grillo, Workforce Development Director, recommends the reappointments of Sara Lloyd (Higher Education), Gordon Agingu (Division of Vocational Rehabilitation), Monica Satterwhite (Division of Workforce Solutions) and Rev. Phillip Betts (Community-Based Organization). He recommends Tana Chamberlain to fill the Business position that was previously held by Jeff Tingen with Altec who has requested to come off the Board. Ms. Chamberlain lives in Granville County (District 4) and works with Mako Medical Laboratories.

ATTACHMENTS:

Appointment Request from Lou Grillo

ACTION TAKEN:



Diane Cox
Executive Director

January 25, 2021

**Member
Governments**

Ms. Debra Weary, Clerk
Granville County Board of Commissioners
P.O. Box 906
Oxford, NC 27565

COUNTIES

Franklin
Granville
Person
Vance
Warren

MUNICIPALITIES

Bunn
Butner
Creedmoor
Franklinton
Henderson
Kittrell
Louisburg
Macon
Middleburg
Norlina
Oxford
Roxboro
Stem
Stovall
Warrenton
Youngsville

Dear Ms. Weary:

I write to request that the Granville County Board of Commissioners appoint Tana Chamberlain of Mako Medical Laboratories to the Kerr-Tar Workforce Development Board for a two year term. Ms. Chamberlain, an Oxford resident, will serve in the required position of Private Industry representative. Mako Medical Laboratories is one the newest and most innovative companies in our region and Ms. Chamberlain's experience as the companies Laboratory Operations Manager offers insight and prospective that would be valuable to workforce opportunities discussed by the board.

Also I would like to note that effective December 31, 2020, Ginnie Currin resigned from the board due to retirement. We are thankful for her many years of service to the board and the community. Her seat on the board does not need to be replaced.

Thank you for your assistance. If you have any questions or need additional information, please contact me at 252-436-2040.

Sincerely,

Lou Grillo
Workforce Development Director



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: July 28, 2021
Title: **Opioid Advisory Committee**

PURPOSE:

To make appointments and reappointments to the Opioid Advisory Committee.

BACKGROUND:

The Board established an Opioid Advisory Committee at the November 19, 2018 meeting. Due to COVID, the committee had not met in over a year until July 16, 2021. The Board needs to consider approval of the following recommended roster:

Others serving:	Bryan Carey	Sheriff's Designee
	David Yancey	Law Enforcement Representative
	Lisa Harrison	Health Director
	Michael Felts	County Manager
	Jimmy Gooch	County Commissioner
	Tim Karan	County Commissioner
	Russ May	County Commissioner
	Bobby Wheeler	Pharmacy Representative
	John Snow	Medical/Hospital Representative
	Scott Phillips	Family Member Representative
	Elliot Clark	Cardinal Innovations Healthcare, Ex-Officio
	Danielle Harris	Drug-Free Coalition of Granville County, Ex-Officio
	Vacancy**	Behavioral Health Specialist

**Staff is working on filling the Behavioral Health Specialist vacancy.

ACTION TAKEN:



Granville County Administration

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: July 28, 2021
Title: Parks, Greenways, and Recreation Committee

PURPOSE:

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

BACKGROUND:

The terms of Allen Nelson (District 1), Reginald Harris (District 2), Glenda Williams (District 3), Betty Lou Davis (District 4), Joshua Averette (District 5), Ivan Washburn (District 6), Michael McFadden (District 7), Mara Shelton (At-Large), Marilyn Howard (At-Large), Richard Rote (At-Large), and Ginnie Currin (At-Large) expire in August. Ginnie Currin has retired and Lauren Roberson, Executive Director of the Granville County Chamber of Commerce is willing to serve. The At-Large seat held by Mara Shelton also needs to be filled.

Others serving:	Commissioner Sue Hinman	Ex-Officio
	Commissioner Timothy Karan	Ex-Officio
	Raymond Allen	Ex-Officio
	Angela Allen	Ex-Officio
	Michael Williford	Ex-Officio
	Michael Kelly	Ex-Officio
	Korena Weichel	Staff Representative
	Justin Jorgensen	Staff Representative

ACTION TAKEN:



Granville County Sheriff's Office

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

To: Board of Commissioners
From: Michael Felts
Department: Sheriff's Office
Date: July 20, 2021
Title: Purchase of Dodge Charger Police Vehicles

PURPOSE:

To consider the purchase of 10 Dodge Charger Police Vehicles.

BACKGROUND:

The Sheriff is requesting approval to purchase ten (10) – 2019 Dodge Charger Pursuit vehicles using State Contract pricing from Performance Automotive in Clinton, NC in the amount of \$262,652.90. Although the funding for the vehicles was approved in the FY 2021-2022 budget, the request is being brought back to the Board for final approval per policy because the expenditure is in excess of \$10,000. A copy of the Sheriff's request is attached for your reference.

Equipment Purchase Contract: *Informal bidding requirements under G.S. 143-131 cover purchases of equipment involving the expenditure of \$5,000 or more, but less than the limits prescribed by the formal bidding requirements. No advertisement is required and no minimum number of bids is required. County Policy directs staff to obtain a minimum of 3 bids or document why 3 bids could not be obtained. Under General Statutes, counties are permitted to be party to State Term Contracts. Because State term contracts are bid in accordance with formal bidding guidelines, they meet the County's requirement to obtain competitive quotes and do not require additional bids.*

FUNDING:

Funding is available in the Sheriff Office's Fiscal Year 2021-22 budget.

RECOMMENDATION:

Sheriff recommends purchasing 10 Dodge Charger vehicles from Performance Automotive under State Contract pricing for a total price of \$262,652.90.

ATTACHMENTS:

Sheriff Office's Request

ACTION TAKEN:



Office of the Sheriff

Charles R. Noblin, Jr., Sheriff

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



Date: July 2, 2021

To: Granville County Board of Commissioners and County Manager

Re: Request to Purchase Vehicles for Sheriff's Office

*** All prices are NC statewide term contract pricing for police vehicles ***

***Contract # 070A**

***Bid Number 202100002**

***\$26,265.29**

10- Dodge Charger Police Vehicles \$262,652.90

Sheriff Charles R. Noblin, Jr.



Granville County Sheriff's Office

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

To: Board of Commissioners
From: Edward Cash, Detention Center Administrator
Department: Sheriff's Office/Detention Center
Date: July 26, 2021
Title: **Purchase of (2) Dodge Durangos and (2) Ford E-350 Transit Cargo Vans**

PURPOSE:

To consider the purchase of two 2021 Dodge Durango pursuit vehicles and two 2022 Ford E-350 transit cargo vans.

BACKGROUND:

The Sheriff's Office/Detention Center are requesting approval to purchase two 2021 Dodge Durango pursuit vehicles (\$60,901.66) and two 2022 Ford E-350 transit cargo vans (\$58,374.02) from Performance Automotive in Clinton, NC using State Contract pricing for a total amount not to exceed \$119,275.68.

Note: The purchase of the Ford E-350 transit cargo vans will serve to replace one current older vehicle and add one new vehicle to the Detention Center fleet as approved in the budget. Although funding for these vehicles was approved in the FY 2021-2022 budget, per policy the request is being brought back to the Board for final approval because the expenditure is in excess of \$10,000.

A copy of Performance Automotive Sales Quotes for the Dodge Durangos and Ford E-350 transit cargo vans along with Statewide Term Contract 070A – Fleet Vehicles are attached for your reference.

Equipment Purchase Contract: *Informal bidding requirements under G.S. 143-131 cover purchases of equipment involving the expenditure of \$5,000 or more, but less than the limits prescribed by the formal bidding requirements. No advertisement is required, and no minimum number of bids is required. County Policy directs staff to obtain a minimum of 3 bids or document the reason 3 bids could not be obtained. Under General Statutes, counties are permitted to be party to State Term Contracts. Because State term contracts are bid in accordance with formal bidding guidelines, they meet the County's requirement to obtain competitive quotes and do not require additional bids.*

RECOMMENDATION:

The Sheriff's Office/Detention Center recommend purchasing two 2021 Dodge Durango pursuit vehicles and two 2022 Ford E-350 transit cargo vans from Performance Automotive under State Contract pricing for a total price not to exceed \$119,275.68.

ATTACHMENTS:

Performance Automotive Quote - Dodge Durango Admin Vehicle
Performance Automotive Quote - Dodge Durango Fleet Vehicle
Performance Automotive Quote - Ford E-350 Transit Cargo Van
State Contract 070A - Fleet Vehicles

ACTION TAKEN:

PERFORMANCE

AUTOMOTIVE



DODGE

Jeep



RAM



2021 Dodge Durango Pursuit

5.7L Hemi V-8 or 3.6L Pentastar V-6 Engine

Pursuit Version - All Wheel Drive



Pre production model shown - Final version may vary
Emergency Lighting for Illustrative purposes only

Standard Features

- 8.4" Touchscreen Display
- 265/60R18 BSW On/Off Road Tires
- 18X8 Black Steel Wheels
- Cruise Control
- Deep Tint Sunscreen
- 4 Key Fobs
- Remote Proximity Key with Keyless Go
- Front & Rear Interior LED Lamps
- Full Size Matching Spare Tire
- Heavy Duty Engine Cooling
- Integrated Voice Command w/Bluetooth
- Power 8-Way Driver Seat
- Power Windows/Door Locks
- Rear Load Leveling Suspension
- Sirius XM Satellite Radio
- Tilt/Telescoping Steering Wheel
- Factory Installed Parkview Back-up Camera



Option CUG - Police Console Shown

- Cloth Bucket Front Seats
- 2nd Row 60/40 Folding Seats
- Vinyl Floor Covering
- Front License Plate Bracket
- 5yr/100,000 mile Powertrain Warranty
- Spot Lamp Wiring

Durango Pursuit Powertrain Configuration

Check One

Durango Pursuit Base Vehicle

Base Price

3.6L V-6



126

3.6L Durango Pursuit, AWD Standard Configuration

\$ 30,033

5.7L Hemi



126

5.7L Hemi V-8 Durango Pursuit AWD, STD Config.

\$ 32,685

2021 Dodge Durango Pursuit Available Options

Interior Seating Options

☒	C5/X9	Cloth Front Bucket Seats/ Cloth Rear Seats (Std Configuration)	N/C
☐	A7/X9	Cloth Front Bucket Seats with Rear Vinyl (Black)	\$ 112.80

Functional Packages

☐	ADG	Technology Package (requires XAN)	\$ 2,345.30
☐	ADL	Skid Plate Package	\$ 277.30
☐	AHX	Trailer Tow Group IV	\$ 794.30
☐	XAN	Blind Spot & Cross Path Protection	\$ 465.30

Tires & Wheels

☐	WMH	Chrome Center Caps, Black Steel Wheels (STD Configuration)	N/C
☒	WP1	18 x 8.0 Painted Aluminum Wheels	\$ 328.06

Additional Police Equipment

☒	AYF	Police Group - Required Option	N/C
☐	CUG	Police Floor Console	\$ 789.60
☐	XDG	Passenger Side Ballistic Door Panel	\$ 2,185.50
☐	XDV	Driver Side Ballistic Door Panel	\$ 2,279.50
☐	XPW	Front & Rear Wire Harness	\$ 1,344.20

Additional Options

☒	CKD	Floor Carpet	\$ 117.50
☒	CUF	Full Length Floor Console	\$ 277.30
☐	CW6	Deactivate Rear Doors/Windows	\$ 70.50
☐	JRC	Power Liftgate	\$ 371.30
☐	LNA	Black Passenger Side LED Spot Lamp	\$ 484.10
☐	LNF	Black Driver Side LED Spot Lamp	\$ 512.30
☐	LNK	LED Spot Lamps (LNK required with either spotlight option)	N/C
☐	LSA	Security Alarm	\$ 141.00
☐	MTB	Delete Liftgate Badge	N/C
☐	NHK	Engine Block Heater	\$ 89.30
☐	UBN	Uconnect 5 Nav with 10.1" Display	\$ 916.50
☐			
☐			

Key Options

☐	GXF	Entire Fleet Alike Key- FREQ 1	\$ 131.60
☐	GXA	Entire Fleet Alike Key- FREQ 2	\$ 131.60
☐	GXE	Entire Fleet Alike Key- FREQ 3	\$ 131.60
☐	GXG	Entire Fleet Alike Key- FREQ 4	\$ 131.60
☐	XCS	4 Additional Key Fobs	\$ 94.00

☐	PRM	Redline 2 Coat Pearl	
☐	PW7	White Knuckle Clear Coat	
☐	PWD	VICE WHITE \$560 EXTRA	

Enter Q

Emergency Equipment/Lighting Upfit

☐			
☐			
☐			
☐			

Emergency Equipment Options

	PWD	VICE WHITE - Low Volume Paint Extra Cost	ADD
☐			\$ 560
☐			
☐			
☐			
☐			

Upfit Video Links:

[2017 Granite Durango SSV, Whelen Slicktop](#)

[2017 White Durango SSV, Whelen Slicktop](#)

Total Price Per Vehicle: \$ 30,755.86

Number Units This Spec: 1.00

Total this Order: \$ 30,755.86

Warranty Information

I. 2021 Durango Pursuit

5 Year / 100,000 Mile Powertrain Warranty

3 Year / 36,000 Mile Bumper to Bumper Warranty

Notes & Instructions:

Quote Date: 7-22-2021

VIN: 1C4RDJFGXMC799506

Agency Information:

Agency Name: Granville County Sheriffs Office - Detention Facility

Contact: David Yancy

Position:

Address 1:

Address 2:

City, State, Zip: Oxford, North Carolina

Office Phone:

Cell Phone:

Email: david.yancey@granvillecounty.org

Fax:

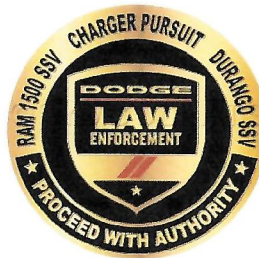
Gene Daniel**Government Sales Manager**

605 Warsaw Road

Clinton, North Carolina 28328

gdaniel@ramclinton.com

(910) 592-5337 Dealership

**Amy Hill****Government & Fleet Sales**

1555 Old Dairy Road

Columbia, South Carolina 29201

ahill@ramclinton.com

(336) 687-7964 Cell

PERFORMANCE

AUTOMOTIVE



DODGE

Jeep



RAM



2021 Dodge Durango Pursuit

5.7L Hemi V-8 or 3.6L Pentastar V-6 Engine

Pursuit Version - All Wheel Drive



Pre production model shown - Final version may vary
Emergency Lighting for Illustrative purposes only

Standard Features

- 8.4" Touchscreen Display
- 265/60R18 BSW On/Off Road Tires
- 18X8 Black Steel Wheels
- Cruise Control
- Deep Tint Sunscreen
- 4 Key Fobs
- Remote Proximity Key with Keyless Go
- Front & Rear Interior LED Lamps
- Full Size Matching Spare Tire
- Heavy Duty Engine Cooling
- Integrated Voice Command w/Bluetooth
- Power 8-Way Driver Seat
- Power Windows/Door Locks
- Rear Load Leveling Suspension
- Sirius XM Satellite Radio
- Tilt/Telescoping Steering Wheel
- Factory Installed Parkview Back-up Camera



Option CUG - Police Console Shown

- Cloth Bucket Front Seats
- 2nd Row 60/40 Folding Seats
- Vinyl Floor Covering
- Front License Plate Bracket
- 5yr/100,000 mile Powertrain Warranty
- Spot Lamp Wiring

2021 Dodge Durango Pursuit Available Options

Interior Seating Options		
☐	C5/X9	Cloth Front Bucket Seats/ Cloth Rear Seats (Std Configuration) N/C
☒	A7/X9	Cloth Front Bucket Seats with Rear Vinyl (Black) \$ 112.80
Functional Packages		
☐	ADG	Technology Package (requires XAN) \$ 2,345.30
☐	ADL	Skid Plate Package \$ 277.30
☐	AHX	Trailer Tow Group IV \$ 794.30
☐	XAN	Blind Spot & Cross Path Protection \$ 465.30
Tires & Wheels		
☒	WMH	Chrome Center Caps, Black Steel Wheels (STD Configuration) N/C
☐	WP1	18 x 8.0 Painted Aluminum Wheels \$ 328.06
Additional Police Equipment		
☒	AYF	Police Group - Required Option N/C
☐	CUG	Police Floor Console \$ 789.60
☐	XDG	Passenger Side Ballistic Door Panel \$ 2,185.50
☐	XDV	Driver Side Ballistic Door Panel \$ 2,279.50
☐	XPW	Front & Rear Wire Harness \$ 1,344.20
Additional Options		
☐	CKD	Floor Carpet \$ 117.50
☐	CUF	Full Length Floor Console \$ 277.30
☐	CW6	Deactivate Rear Doors/Windows \$ 70.50
☐	JRC	Power Liftgate \$ 371.30
☐	LNA	Black Passenger Side LED Spot Lamp \$ 484.10
☐	LNF	Black Driver Side LED Spot Lamp \$ 512.30
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☐	LSA	Security Alarm \$ 141.00
☐	MTB	Delete Liftgate Badge N/C
☐	NHK	Engine Block Heater \$ 89.30
☐	UBN	Uconnect 5 Nav with 10.1" Display \$ 916.50
☐		
☐		

Key Options		
☐	GXF	Entire Fleet Alike Key- FREQ 1 \$ 131.60
☐	GXA	Entire Fleet Alike Key- FREQ 2 \$ 131.60
☐	GXE	Entire Fleet Alike Key- FREQ 3 \$ 131.60
☐	GXG	Entire Fleet Alike Key- FREQ 4 \$ 131.60
☐	XCS	4 Additional Key Fobs \$ 94.00

☐	PRM	Reactor Blue Pearl Coat		Enter Qua
☐	PRM	Redline 2 Coat Pearl		
☐	PW7	White Knuckle Clear Coat		
☐	PWD	VICE WHITE \$560 EXTRA		

Emergency Equipment/Lighting Upfit

☐			
☐			
☐			
☐			

Emergency Equipment Options

	PWD	VICE WHITE - Low Volume Paint Extra Cost	ADD
☐			\$ 560
☐			
☐			
☐			

Upfit Video Links:

[2017 Granite Durango SSV, Whelen Slicktop](#)
[2017 White Durango SSV, Whelen Slicktop](#)

Total Price Per Vehicle: \$ 30,145.80

Number Units This Spec: 1.00

Total this Order: \$ 30,145.80

Warranty Information

I. 2021 Durango Pursuit

5 Year / 100,000 Mile Powertrain Warranty

3 Year / 36,000 Mile Bumper to Bumper Warranty

Notes & Instructions:

Quote Date: 7-22-2021

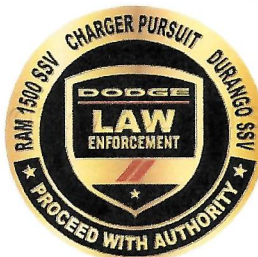
VIN: 1C4RDJFG6MC804801

Note: This is a granite V-6 AWD Durango Pursuit with Vinyl Rear Seat , Vinyl Floors and steel wheels with Chrome Centercaps similar to the one pictured above.

Position: _____
Address 1: _____
Address 2: _____
City, State, Zip: Oxford, North Carolina
Office Phone: _____
Cell Phone: _____
Email: david.yancey@granvillecounty.org
Fax: _____

Gene Daniel
Government Sales Manager

605 Warsaw Road
Clinton, North Carolina 28328
gdaniel@ramclinton.com
(910) 592-5337 Dealership



Amy Hill
Government & Fleet Sales

1555 Old Dairy Road
Columbia, South Carolina 29201
ahill@ramclinton.com
(336) 687-7964 Cell

PERFORMANCE

AUTOMOTIVE



2021 Ford Transit 350 - Cargo Vans

North Carolina Statewide Vehicle Contract #202100002

Category F - Medium & HD Vans

Contract Term Dates: May 10, 2021 - May 9, 2023

Standard Features

3.5L PFDI V-6 Engine
10 Speed Automatic Transmission
Black Front/Rear Bumpers
50/50 Rear Hinged Doors (No Glass)
Sliding Passenger Side Door (No Glass)
Halogen Headlamps
25 Gallon Fuel Tank with Capless Fill System
Short Arm, Power Adjusting Mirrors
Power Equipment Group (Windows/Locks/Doors)

Keyless Entry
235/65R-16C BSW All Season Tires
16" Silver Steel Wheel with Black Center Cap
Full Size Spare and Wheel
Vinyl Floor Covering - Front Only
AM/FM Stereo with Bluetooth and Dual USB
HVAC - Front Only
250 AMP Alternator

Drivetrain Configurations

TRANSIT 350 LOW ROOF	☒	W1Y-101A	Transit 350, LOW Roof Cargo Van, 130" WB, RWD	\$ 26,197.81
	☐	W2Y-101A	Transit 350, LOW Roof Cargo Van, 130" WB, AWD	\$ 30,439.03
TRANSIT 350 MID ROOF	☐	W9C-101A	Transit 350, MID Roof Cargo Van, 130" WB, RWD	\$ 29,477.20
	☐	W2C-101A	Transit 350, MID Roof Cargo Van, 130" WB, AWD	\$ 33,717.40
TRANSIT 350 HIGH ROOF	☐	W1X-101A	Transit 350, HIGH Roof Cargo Van, 148" WB, RWD	\$ 32,570.33
	☐	W2X-101A	Transit 350, HIGH Roof Cargo Van, 148" WB, AWD	\$ 36,811.55
TRANSIT 350 HIGH ROOF EXTENDED	☐	W3X-101A	Transit 350, HIGH Roof, Cargo, 148" WB, Extended, RWD	\$ 33,672.62
	☐	W3U-101A	Transit 350, HIGH Roof, Cargo, 148" WB, Extended, AWD	\$ 37,913.84
TRANSIT 350 HIGH ROOF EXTENDED DRW	☐	W3X-101A	Transit 350, HIGH Roof, Cargo, 148" WB, Extended, RWD, Dual Rear Wheel, GVWR 9,950	\$ 34,205.95
	☐	W3U-101A	Transit 350, HIGH Roof, Cargo, 148" WB, Extended, AWD, Dual Rear Wheel, GVWR 9,950	\$ 39,024.27

NC70A Base Vehicle Configuration

Base Body Configuration

130/148	130" Wheel Base / 148" Wheel Base	Base
---------	-----------------------------------	------

Base Powertrain Configuration

998	3.5 Liter PFDI V-6 Engine	Base
44U	10 Speed Automatic Transmission	Base

Base Interior Configuration

YZ	Oxford White	Base
V	Vinyl Seats	Base
K	Palazzo Gray	Base

Base Package / Options

57B	Manual Air Conditioning	Base
X73	3.73 Non L/S LR&MR RWD, 3.73LS- LR&MR AWD, 4.10 Limited Slip - HR	Base
TC8	235/65R-16C BSW All Season Tires	Base
20C	9500 LB GVWR	Base
57A	S/STSwitch Delete	Base
98F	Flex Fuel Capable	Base
153	Front License Plate Bracket	Base
B4A	Fleet Invoice Configuration	Base

Code

Additional Factory Options

MSRP

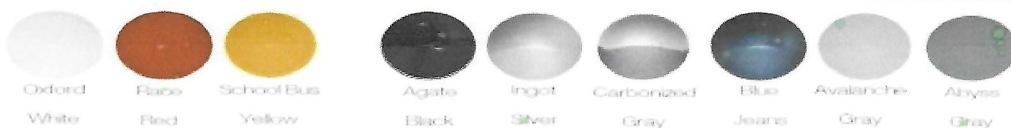
6% Disc

☐	99G	3.5L EcoBoost V6 Engine Upgrade	\$ 1,775	\$ 1,668.50
☐	68B	Remote Start	\$ 495	\$ 465.30
☒	60C	Cruise Control	\$ 325	\$ 305.50
☐	942	Daytime Running Lamps	\$ 45	\$ 42.30
☒	57G	High Capacity Front/Rear Air Conditioning	\$ 860	\$ 808.40
☐	53B	Heavy Duty Trailer Tow Package	\$ 485	\$ 455.90
☐	544	Long Arm Non-Telescope, Power Adjust Heated Mirrors w/ Turn S	\$ 220	\$ 206.80
☐	43B	Back Up Alarm	\$ 145	\$ 136.30
☒	43R	Reverse Sensing System	\$ 295	\$ 277.30
☐	65A	Blind Spot Info System w/ Cross Traffic Alert & Trailer Coverage	\$ 795	\$ 747.30
☐	17A	Fixed Rear Door Glass incl. Rear Window Defrost	\$ 250	\$ 235.00
☒	17B	Fixed Rear Door Glass w/ Fixed Passenger Side Door Glass	\$ 425	\$ 399.50
☐	17F	Windows All Around, Fixed incl. Rear Window Defrost	\$ 625	\$ 587.50
☐	15F	Full Rear Compartment Lighting	\$ 75	\$ 70.50
☐	96D	Load Area Protection Package	\$ 575	\$ 540.50
☐	60B	Heavy Duty Cargo Flooring & Heavy Duty Scuff Plate Kit	\$ 940	\$ 883.60
☐	18P	50/50 Hinged Rear Door, 253-degree Opening	\$ 75	\$ 70.50
☐	47T	Bulkhead with Lockable Door	\$ 1,295	\$ 1,217.30
☐	47U	Bulkhead with Window	\$ 895	\$ 841.30
☐	68H	Running Board	\$ 310	\$ 291.40
☐	68J	Extended Length Running Boards	\$ 655	\$ 615.70
☐	86G	Keys: 2 Additonal (4 total) with Key Fobs	\$ 75	\$ 70.50
☒		Wheel Base Upgrade (130" → 148")	\$ 1,275	\$ 1,198.50

Standard Colors:

Quantity

☒	YZ	Oxford White	2.00	Enter Quantity Here
☐	PQ	Race Red		
☐	BY	School Bus Yellow		
☐	UM	Agate Black Metallic		
☐	UX	Ingot Silver Metallic		
☐	M7	Carbonized Metallic		
☐	N1	Blue Jeans Metallic		
☐	DR	Avalanche Gray Metallic		
☐	ME	Abyss Gray Metallic		



Emergency Equipment/Lighting Upfit



Total Price Per Vehicle: \$ 29,187.01

Number Units This Spec: 2.00

Total this Order: \$ 58,374.02

Notes & Instructions:

Quote Date: 7-19-2021

Note: Order cut off for 2021 Transit Vans was June 25th, 2021. As of this date, the order window for 2022 Transit is expected to open Sept 15th, 2021. Ford will price protect the base vehicle price from 21-22, however, option pricing may change for 2022 model year. Final 2022 option pricing is not available as of this date.

Agency Information:

Agency Name: Granville County Sheriff's Office

Contact: Capt. David Yancey

Position:

Address 1: 525 New Commerce Drive

Address 2:

City, State, Zip: Oxford, NC 27565

Office Phone: 919-603-6930

Cell Phone:

Email: david.yancey@granvillecounty.org

Fax:

Gene Daniel

Government Sales Manager

605 Warsaw Road

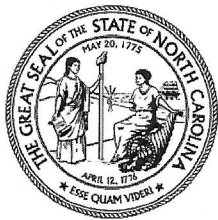
Clinton, North Carolina 28328

gdaniel@ramclinton.com

(910) 592-5337 Dealership

PERFORMANCE
AUTOMOTIVE





Statewide Term Contract 070A – Fleet Vehicles (Passenger, Truck, Van, SUV, & Law Enforcement)

Bid Number	202100002
Contract Name	Fleet Vehicles (Passenger, Truck, Van, SUV and Law Enforcement)
Effective Dates	May 10, 2021 through May 9, 2023 with the option to renew for one year
Awarded Vendors and Contacts	Capital Chevrolet of Raleigh Rod Mitchell (919) 573-8530 Fleet Vehicle Source (KIA, Hyundai, Nissan) sales@usfleetsource.com (877) 315-9397 Ilderton Dodge Chrysler Jeep Ram LLC Fleet Department – Catherine Martin, Greg Graves, and Kim Tuttle (336) 822-8708 Performance CDJR Gene Daniel (910) 592-5337 Performance Ford Gene Daniel (910) 592-5337 Piedmont Truck Center Inc. (Ford) Spencer Wood (800) 632-0218 (336) 668-2401 Modern Toyota of Winston-Salem Jim Butler (866) 963-1265 (336) 785-3100
Contract Covers	This contract covers: • CATEGORY A SEDANS • CATEGORY B SUV/CROSSOVER • CATEGORY C VANS • CATEGORY D LIGHT TRUCKS • CATEGORY E MEDIUM AND SUPER DUTY TRUCKS • CATEGORY F PASSENGER VANS/CARGO VANS • CATEGORY G CAB AND CHASSIS • CATEGORY H POLICE PURSUIT VEHICLES/SPECIAL SERVICE VEHICLES (PPV/SSV) SEDANS, VANS, & TRUCKS Some 2022 models will be added to the contract after pricing becomes available. The contract does cover OEM options and aftermarket components: • Discounts for OEM options and aftermarket components are included in the pricing information sheet and can be ordered through the awarded dealer for each vehicle. • Examples of covered items include but are not limited to the following: storage bins, ladder racks, light bars, work trays, equipment mounts, special decaling, non-factory window tinting, cages, partitions, lifts, and bed covers.
Mandatory Contract	This is a mandatory Statewide Term Contract for state agencies, departments, institutions, universities, and community colleges - unless exempted by North Carolina General Statute. Additionally, non-mandatory entities, including schools and local government, that are allowed by general statute may use this contract. NOTE: Per General Statute 143-341 (8)(i), all state agencies must fulfill their requirements for passenger vehicles through Motor Fleet Management. If you have a question about this statute or what vehicles are covered under the statute, you are advised to contact Motor Fleet

	Management.
Contract Items and Pricing	For award of specific items to vendors, see PRICING INFORMATION. Vendors are required, upon request of any buying entity, to provide the buying entity with catalogs and descriptive literature and/or URL address with vehicle descriptive literature (including exterior and interior colors), manufacturer's user-accessible URL for MSRP of all OEM options and/or aftermarket components, and NC pricing for OEM options and/or aftermarket components. This information is to be provided to the ordering agency within three (3) business days of the request. Such information shall be provided at no charge to the buying entity.
Delivery Information	Delivery to the ordering agency is included in the unit price. Estimated order to delivery time is 90 – 120 days. Delivery schedules are subject to change based on factory production schedules and product availability. Using agencies are encouraged to stay in communication with the dealer regarding estimated delivery and issues that may arise that would cause a delay.
Loaded into E-Procurement	Yes. Line-item catalogs will be loaded in E-Procurement.
E-Procurement Help Desk	(888) 211-7440
Contract Administrator	Bahaa Jizi 984-236-0218



Granville County Sheriff's Office

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

To: Board of Commissioners
From: Edward Cash, Detention Center Administrator
Department: Sheriff's Office/Detention Center
Date: July 26, 2021
Title: Purchase of Cargo Van Inserts

PURPOSE:

To consider the purchase of two Havis Prisoner Van Inserts for the Ford E-350 Transit Cargo Vans.

BACKGROUND:

The Sheriff's Office/Detention Center is requesting approval to purchase two (2) Havis prisoner van inserts from Dana Safety Supply, Inc. in Greensboro, NC in the amount of \$40,494.66. *Note: These inserts are for the Ford E-350 Transit Cargo Vans considered for purchase prior to this item on the meeting agenda.*

Three quotes were solicited and obtained for purchase of the inserts: Dana Safety Supply, Inc. (\$20,247.33 each) was the lowest, responsible bidder with quotes also received from Batteries of NC & S.W.S., LLC (\$23,263.98 each) and Bob Barker Company (\$30,689.50 each).

Although funding for these inserts was approved in the FY 2021-2022 budget, per policy the request is being brought back to the Board for final approval because the expenditure is in excess of \$10,000.

A copy of the quote from Dana Safety Supply, Inc. is attached for your reference.

FUNDING:

Funding is available in the Detention Center Fiscal Year 2021-2022 budget.

RECOMMENDATION:

The Sheriff's Office/Detention Center recommend purchasing two (2) Havis Prisoner Inserts for the Ford E-350 Transit Cargo Vans from Dana Safety Supply, Inc. for a total price of \$40,494.66.

ATTACHMENTS:

Dana Safety Supply Quote - Havis Prisoner Van Inserts

ACTION TAKEN:

Sales Quote

DANA SAFETY SUPPLY, INC
4809 KOGER BLVD
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Quote No.	378708-C
Customer No.	GRANVILLE

Bill To

GRANVILLE COUNTY SHERIFF'S DEPARTMENT
ACCOUNTS PAYABLE
143 WILLIAMSBORO STREET
OXFORD, NC 27565

Ship To

GRANVILLE COUNTY SHERIFF'S DEPARTMENT
143 WILLIAMSBORO STREET
OXFORD, NC 27565

Contact:

Telephone: 919-693-3213

E-mail:

Contact:

Telephone: 919-693-3213

E-mail:

Quote Date	Ship Via		F.O.B.	Customer PO Number	Payment Method
02/20/21	GROUND SHIPMENT		PPAY & ADD TO INVOICE	PRISONER INSRT	NET 30
Entered By		Salesperson		Ordered By	Resale Number
Neil Doss		NEIL DOSS-GREENSBORO		David Yancy	
Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
1	1	Y	PT-F05-120-3 HAVIS PRISONER INSERT FOR 2015 TRANSIT LOW ROOF Warehouse: GBKO Vin #:	12,649.4100	12,649.41
1	1	Y	PT-A-503 HAV OPTIONAL REAR AC/HEAT VENT ADAPTOR KIT Warehouse: GBKO Vin #: VEHICLE - REPLACES OLD # KK-*-VAK *****	421.6800	421.68
1	1	Y	PT-A-504 HAV PTI HVAC FRONT WALL HOSE COVER KIT Warehouse: GBKO Vin #: MUST BE USED WITH # PT-A-503 HVAC VENT ADAPTER *****	123.0000	123.00
1	1	Y	PT-A-603 HAVIS PRISONER TRANSPORT 3-CAMERA SYSTEM Warehouse: GBKO Vin #:	1,767.9400	1,767.94
1	1	Y	PT-A-608 HAV Prisoner Transport Digital Recorder Kit Warehouse: GBKO Vin #:	1,945.3000	1,945.30
1	1	Y	INSTALL KIT MISC INSTALLATION SUPPLIES I.E. Warehouse: GBKO Vin #: LOOM, WIRE, HARDWARE, CONNECTORS, ETC *****	140.0000	140.00

Print Date 02/22/21
Print Time 11:26:19 AM
Page No. 1

Printed By: Neil Doss

Continued on Next Page

Sales Quote

DANA SAFETY SUPPLY, INC
4809 KOGER BLVD
GREENSBORO, NC 27407

Telephone: 800-845-0405

Sales Quote No.	378708-C
Customer No.	GRANVILLE

Bill To

GRANVILLE COUNTY SHERIFF'S DEPARTMENT
ACCOUNTS PAYABLE
143 WILLIAMSBORO STREET
OXFORD, NC 27565

Ship To

GRANVILLE COUNTY SHERIFF'S DEPARTMENT
143 WILLIAMSBORO STREET
OXFORD, NC 27565

Contact:
Telephone: 919-693-3213
E-mail:

Contact:
Telephone: 919-693-3213
E-mail:

E-mail:

Quote Date	Ship Via	F.O.B.	Customer PO Number	Payment Method
02/20/21	GROUND SHIPMENT	PPAY & ADD TO INVOICE	PRISONER INSRT	NET 30
Entered By		Salesperson	Ordered By	Resale Number
Neil Doss		NEIL DOSS-GREENSBORO	David Yancy	

Order Quantity	Approve Quantity	Tax	Item Number / Description	Unit Price	Extended Price
1	1	N	INSTALL DSS INSTALLATION OF EQUIPMENT Warehouse: GBKO Vin #: Install prisoner drop in kit as well as 3 cameras in each of the prisoner areas. Approved By: _____ ☐ Approve All Items & Quantities Quote Good for 30 Days	3,200.0000	3,200.00

Print Date	02/22/21
Print Time	11:26:19 AM
Page No.	2

Printed By: Neil Doss

Subtotal	20,247.33
Freight	0.00
6.750 % Sales Tax	1,150.69
Order Total	21,398.02



Granville County Sheriff's Office

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

To: Board of Commissioners
From: Korena Weichel, Assistant County Manager
Department: Sheriff's Office/Detention Center
Date: July 26, 2021
Title: **US DOJ Detention Service Interlocal Agreement**

PURPOSE:

To consider approval of the U.S. Department of Justice's Detention Services Intergovernmental Agreement.

BACKGROUND:

The Sheriff's office and detention center staff have successfully negotiated the attached federal contract with the United States Marshall Service to house federal inmates at the Granville County Detention Center.

As shown on the cover/signature page, the negotiations yielded a \$75 per inmate/per day rate for up to 50 male inmates. In addition, the agreement includes a guard/transportation rate of \$27 per hour along with reimbursement at the current General Services Administration (GSA) Federal Travel Regulation Mileage Rate for each mile driven.

FUNDING:

N/A

RECOMMENDATION:

The Sheriff's Office/Detention Center recommend authorizing the County Manager to sign the Detention Services Intergovernmental Agreement through the U.S. Department of Justice.

ATTACHMENTS:

USDOJ Detention Services Intergovernmental Agreement
Sheriff's Recommendation for Federal Inmate Contract

ACTION TAKEN:

U.S. Department of Justice
United States Marshals Service
Prisoner Operations Division

Detention Services
Intergovernmental Agreement

1. Agreement Number 56-17-0076	2. Effective Date	3. Facility Code(s) 4YW	4. DUNS Number 091563700
5. Issuing Federal Agency United States Marshals Service Prisoner Operations Division Office of Detention Services CG-3, 3 rd Floor Washington, DC 20530-0001		6. Local Government Granville County Jail 525 New Commerce Drive Oxford, NC 27565 TAX ID: 56-6000303	
7. Appropriation Data 15-1020/X	8. Local Contact Person: E-mail: Telephone:	Charles Noblin charles.noblin@granvillecounty.org (919) 693-3213	
9. Services	10. Estimated Number of Federal Beds	11. Per Diem Rate	
This agreement is for the housing, safekeeping, and subsistence of Federal detainees, in accordance with content set forth herein.	Male: 50 Female: 0 <i>SN</i> Total: 50	\$75	
12. Guard/Transportation Hourly Rate		13. Optional Guard/Transportation Services	
Guard/Transportation Hourly Rate: \$27/Hr Mileage shall be reimbursed by the Federal Government at the General Services Administration (GSA) Federal Travel Regulation Mileage Rate.		☒ Medical ☒ Other <u>VTC Guards Encompassed</u> ☒ U.S. Courthouse	
14. Department Of Labor Wage Determination			
☐ Wages Incorporated _____			
15. Local Government Certification <i>To the best of my knowledge and belief, information submitted in support of this agreement is true and correct. This document has been duly authorized by the governing authorities of their applying Department or Agency State or County Government and therefore agree to comply with all provisions set forth herein this document.</i>		16. Signature of Person Authorized to Sign (Local) _____ Signature _____ Print Name _____ Title _____ Date	
17. Federal Detainee Type Authorized ☒ Adult Male ☐ Adult Female ☐ Juvenile Male ☐ Juvenile Female	18. Other Authorized Agency User ☐ BOP ☐ ICE ☐ Other _____	19. Signature of Person Authorized to Sign (Federal) _____ Signature _____ Print Name IAB Assistant Chief _____ Title _____ Date	

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Authority

Pursuant to the authority of Section 119 of the Department of Justice Appropriations Act of 2001 (Public Law 106-553), this Agreement is entered into between the United States Marshals Service (hereinafter referred to as the "Federal Government") and **Granville County Jail** (hereinafter referred to as "Local Government"), who hereby agree as follows:

Purpose of Agreement and Security Provided

The Federal Government and the Local Government establish this Agreement that allows the United States Marshals Service (USMS) or other authorized agency user as noted in block #18 on page (1) to house Federal detainees with the Local Government at the **Granville County Jail, 525 New Commerce Drive Oxford, NC 27565** (hereinafter referred to as "the Facility") designated in #6 page 1.

The population(hereinafter referred to as "Federal detainees,") will include individuals charged with Federal offenses and detained while awaiting trial, individuals who have been sentenced and are awaiting designation and transport to a Bureau of Prisons (BOP) facility, and individuals who are awaiting a hearing on their immigration status or deportation.

The Local Government shall accept and provide for the secure custody, safekeeping, housing, subsistence and care of Federal detainees in accordance with all state and local laws, standards, regulations, policies and court orders applicable to the operation of the Facility. Detainees shall also be housed in a manner that is consistent with Federal law and the Federal Performance Based Detention Standards and/or any other standards required by an authorized agency whose detainees are housed by the Local Government pursuant to this Agreement.

The USMS ensures the secure custody, care, and safekeeping of USMS detainees. Accordingly, all housing or work assignments, and recreation or other activities for USMS detainees are permitted only within secure areas of the building or within the secure external recreational/exercise areas.

At all times, the Federal Government shall have access to the Facility and to the Federal detainees housed there, and to all records pertaining to this Agreement, including financial records, for a period going back three (3) years from the date of request by the Federal Government.

Period of Performance and Termination

This Agreement is effective upon the date of on page 1 in block #2 and signature of the authorized USMS Prisoner Operations Division official, and remains in effect unless inactivated in writing by either party. Either party may terminate this Agreement for any reason with written notice at least thirty (30) calendar days in advance of termination, unless an emergency situation requires the immediate relocation of Federal detainees.

Where the Local Government has received a Cooperative Agreement Program (CAP) award, the termination provisions of the CAP prevail.

Assignment and Outsourcing of Jail Operations

The overall management and operation of the Facility housing Federal detainees may not be contracted out without the prior express written consent of the Federal Government.

Medical Services

The Local Government shall provide Federal detainees with the same level and range of care **inside** the Facility as that provided to state and local detainees. The Local Government is financially responsible for all medical care provided **inside** the Facility to Federal detainees. This includes the cost of all medical, dental, and mental health care as well as the cost of medical supplies, over-the-counter medications and, any prescription medications routinely stocked by the Facility which are provided to Federal detainees. When possible, generic medications should be prescribed. The cost of all of the above-referenced medical care is covered by the Federal per diem rate. However, for specialized medical services not routinely provided within the Facility, such as dialysis, the Federal Government will pay for the cost of that service.

The Federal Government is financially responsible for all medical care provided **outside** the Facility to Federal detainees. The Federal Government must be billed directly by outside medical care providers pursuant to arrangements made by the Local Government for outside medical care. The Local Government should utilize outside medical care providers that are covered by the USMS's National Managed Care Contract (NMCC) to reduce the costs and administrative workload associated with these medical services. The Local Government can obtain information about NMCC covered providers from the local USMS District Office. The Federal Government will be billed directly by the medical care provider **not** the Local Government. To ensure that Medicare rates are properly applied, medical claims for Federal detainees must be on Centers for Medicare and Medicaid (CMS) Forms so that they can be re-priced to Medicare rates in accordance with the provisions of Title 18 U.S.C. Section 4006. If the Local Government receives any bills for medical care provided to Federal detainees outside the Facility, the Local Government should immediately forward those bills to the Federal Government for processing.

All **outside** medical care provided to Federal detainees must be pre-approved by the Federal Government except in a medical emergency. In the event of an emergency, the Local Government shall proceed immediately with necessary medical treatment. In such an event, the Local Government shall notify the Federal Government immediately regarding the nature of the Federal detainee's illness or injury as well as the types of treatment provided.

Medical care for Federal detainees shall be provided by the Local Government in accordance with the provisions of USMS, Publication 100-Prisoner Health Care Standards (www.usmarshals.gov/prisoner/standards.htm) and in compliance with the Federal Performance Based Detention Standards or those standards which may be required by any other authorized agency user. The Local Government is responsible for all associated medical record keeping.

The Facility shall have in place an adequate infectious disease control program which includes testing of all Federal detainees for Tuberculosis (TB) within 14 days of intake.

TB testing shall be accomplished in accordance with the latest Centers for Disease Control (CDC) Guidelines and the result promptly documented in the Federal detainee's medical record. Special requests for expedited TB testing and clearance (to include time sensitive moves) will be accomplished through advance coordination by the Federal Government and Local Government.

The Local Government shall immediately notify the Federal Government of any cases of suspected or active TB or any other highly communicable diseases such as Severe Acute Respiratory Syndrome (SARS), Avian Flu, Methicillin-Resistant Staphylococcus Aureus (MRSA), Chicken Pox, etc., which might affect scheduled transports or productions so that protective measures can be taken by the Federal Government.

When a Federal detainee is being transferred and/or released from the Facility, they will be provided with seven (7) days of prescription medication which will be dispensed from the Facility. Medical records and the USM-553 must travel with the Federal detainee. If the records are maintained at a medical contractor's facility, it is the Local Government's responsibility to obtain them before a Federal detainee is moved.

Federal detainees may be charged a medical co-payment by the Local Government in accordance with the provisions of Title 18, USC Section 4013(d). The Federal Government is not responsible for medical co-payments and cannot be billed for these costs even for indigent Federal detainees.

Affordable Care Act

The Local Government shall provide Federal detainees, upon release of custody, information regarding the Affordable Care Act, The Affordable Care Act website is located at <http://www.hhs.gov/healthcare/about-the-aca/index.html>.

Receiving and Discharge of Federal Detainees

The Local Government agrees to accept Federal detainees only upon presentation by a law enforcement officer of the Federal Government or a USMS designee with proper agency credentials

The Local Government shall not relocate a Federal detainee from one facility under its control to another facility not described in this Agreement without permission of the Federal Government. Additional facilities within the same Agreement shall be identified in a modification.

The Local Government agrees to release Federal detainees only to law enforcement officers of the authorized Federal Government agency initially committing the Federal detainee (i.e., Drug Enforcement Administration (DEA), Immigration and Customs Enforcement (ICE), etc.) or to a Deputy United States Marshal (DUSM) or USMS designee with proper agency credentials. Those Federal detainees who are remanded to custody by a DUSM may only be released to a DUSM or an agent specified by the DUSM of the Judicial District.

USMS Federal detainees sought for a state or local court proceeding must be acquired through a Writ of Habeas Corpus or the Interstate Agreement on Detainers and then only with the concurrence of the jurisdictional United States Marshal (USM).

Optional Guard/Transportation Services to Medical Facility

If Medical Facility in block #13 on page one (1) of this Agreement is checked, the Local Government agrees, subject to the availability of its personnel, to provide transportation and escort guard services for Federal detainees housed at the Facility to and from a medical facility for outpatient care, and transportation and stationary guard services for Federal detainees admitted to a medical facility.

These services should be performed by at least two (2) armed qualified law enforcement or correctional officer personnel. Criteria as specified by the County Entity running the facility. In all cases these are part of a fulltime Law Enforcement Officer (LEO) or Correctional Officer (CO) that have met the minimum training requirements.

The Local Government agrees to augment this security escort if requested by the USM to enhance specific requirement for security, prisoner monitoring, visitation, and contraband control.

If an hourly rate for these services have been agreed upon to reimburse the Local Government, it will be stipulated in block #12 on page one (1) of this Agreement. After **(48) months**, if a rate adjustment is desired, the Local Government shall submit a request. Mileage shall be reimbursed in accordance with the current GSA mileage rate.

Optional Guard/Transportation Services to U.S. Courthouse

If U.S. Courthouse in block #13 on page one (1) of this Agreement is checked, the Local Government agrees, subject to the availability of its personnel, to provide transportation and escort guard services for Federal detainees housed at its facility to and from the U.S. Courthouse.

These services should be performed by at least two (2) armed qualified law enforcement or correctional officer personnel.

The Local Government agrees to augment this security escort if requested by the USM to enhance specific requirements for security, detainee monitoring, and contraband control.

Upon arrival at the courthouse, the Local Government's transportation and escort guard will turn Federal detainees over to a DUSM only upon presentation by the deputy of proper law enforcement credentials.

The Local Government will not transport Federal detainees to any U.S. Courthouse without a specific request from the USM or their designee who will provide the detainee's name, the U.S. Courthouse, and the date the detainee is to be transported.

Each detainee will be restrained in handcuffs, waist chains, and leg irons during transportation unless otherwise authorized by the USMS.

If an hourly rate for these services have been agreed upon to reimburse the Local Government, it will be stipulated in block #12 on page one (1) of this Agreement. After **(48) months**, if a rate adjustment is desired, the Local Government shall submit a request. Mileage shall be reimbursed in accordance with the current GSA mileage rate.

Optional Guard Services to VideoTeleconference Hearings within Facility

If Other (VideoTeleconference Hearings) in block #13 on page one (1) of this Agreement is checked, the Local Government agrees, subject to the availability of its personnel, to provide escort guard services for Federal detainees housed at its facility to monitor, on a case-by-case basis, court hearings conducted via VideoTeleconferencing (VTC) when the Federal Judiciary has restricted in-person presentation of a detainee before the court.

If an hourly rate for these services have been agreed upon to reimburse the Local Government, it will be stipulated in block #12 on page one (1) of this Agreement. After **(48) months**, if a rate adjustment is desired, the Local Government shall submit a request.

Optional Guard/Transportation Services to Justice Prisoner & Alien Transportation System (JPATS)

If JPATS in block #13 on page one (1) of this Agreement is checked, the Local Government agrees, subject to the availability of its personnel, to provide transportation and escort guard services for Federal detainees housed at its facility to and from the JPATS.

These services should be performed by at least two (2) armed qualified law enforcement or correctional officer personnel.

The Local Government agrees to augment this security escort if requested by the USM to enhance specific requirements for security, detainee monitoring, and contraband control.

Upon arrival at JPATS, the Local Government's transportation and escort guards will turn federal detainees over to a DUSM only upon presentation by the deputy of proper law enforcement credentials.

The Local Government will not transport federal detainees to the airlift without a specific request from the USM who will provide the detainee's name, location (district), and the date the detainee is to be transported.

Each detainee will be restrained in handcuffs, waist chains, and leg irons during transportation.

If an hourly rate for these services has been agreed upon to reimburse the Local Government, it will be stipulated on in block #12 on page one (1) of this Agreement. After **(48) months**, if a rate adjustment is desired, the Local Government shall submit a request. Mileage shall be reimbursed in accordance with the current GSA mileage rate.

Special Notifications

The Local Government shall notify the Federal Government of any activity by a Federal detainee which would likely result in litigation or alleged criminal activity.

The Local Government shall immediately notify the Federal Government of an escape of a Federal detainee. The Local Government shall use all reasonable means to apprehend the escaped Federal detainee and all reasonable

costs in connection therewith shall be borne by the Local Government. The Federal Government shall have primary responsibility and authority to direct the pursuit and capture of such escaped Federal detainees. Additionally, the Local Government shall notify the Federal Government as soon as possible when a Federal detainee is involved in an attempted escape or conspiracy to escape from the Facility.

In the event of the death or assault or a medical emergency of a Federal detainee, the Local Government shall immediately notify the Federal Government.

Restrictive Housing and Suicide Prevention

The Local Government shall have written policies, procedures, and practices requiring that all detainees in restrictive housing are personally observed by a correctional officer at least twice per hour, but no more than 40 minutes apart, on an irregular schedule. Detainees who are violent or mentally ill or who demonstrate unusual or bizarre behavior receive more frequent observation; suicidal detainees are under constant observation.

The Local Government shall immediately notify the concerned Chief Deputy U.S. Marshal, or his or her designee, when a member of a vulnerable population is placed in restrictive housing or their restrictive housing status changes.

The Local Government shall also provide reports to the USMS on a monthly basis listing all USMS detainees who were detained in restrictive housing, and the reasons for their assignment to restrictive housing. The report shall be submitted to the Chief Deputy U.S. Marshal, or his or her designee, no later than the tenth day of each month in a standard format established by the USMS.

The Local Government shall have a comprehensive suicide-prevention program in place incorporating all aspects of identification, assessment, evaluation, treatment, preventive intervention, and annual training of all medical, mental health, and correctional staff.

For the purposes of this Agreement, “restrictive housing” means any type of detention that involves all of the following three basic elements:

1. Removal from the general population, whether voluntary or involuntary;
2. Placement in a locked room or cell, whether alone or with another detainee; and
3. Inability to leave the room or cell for the vast majority of the day, typically 22 hours or more.

For the purposes of this Agreement, “vulnerable population” means juveniles and individuals with serious mental illness.

Prison Rape Elimination Act (PREA)

The Facility must post the Prison Rape Elimination Act brochure/bulletin in each housing unit of the Facility. The Facility must abide by all relevant PREA regulations.

The First Step Act

This Agreement refers the local government facility operations and administrations to the following sections of the First Step Act:

1. Section 613 of [Public Law 115-391 the FIRST STEP Act of 2018](#) and [18 USC 5043](#) with respect to any USMS juveniles in custody.
2. Section 301 of [Public Law 115-391 the FIRST STEP Act of 2018](#) and that pursuant to USMS policy that these requirements have been adopted for all pregnant USMS prisoners, regardless of status.

Service Contract Act

This Agreement incorporates the following clause by reference, with the same force and effect as if it was given in full text. Upon request, the full text will be made available. The full text of this provision may be accessed electronically at this address: <https://www.dol.gov/agencies/whd/government-contracts/service-contracts>.

Federal Acquisition Regulation Clause(s):

52.222-41 Service Contract Act of 1965, as Amended (July 2005)

52.222-42 Statement of Equivalent Rates for Federal Hires (May 1989)

52.222-43 Fair Labor Standards Act and the Service Contract Act – Price Adjustment (Multiyear and Option Contracts) (May 1989)

The current Local Government wage rates shall be the prevailing wages unless notified by the Federal Government.

If the Department of Labor Wage Determination block #14 on page one (1) of this Agreement is checked, the Local Government agrees, in accordance with FAR PART 52.222.43 (f), must notify the Federal Government of any increase or decrease in applicable wages and fringe benefits claimed under this clause within 30 days after receiving a new wage determination.

Per-Diem Rate

The Federal Government will use various price analysis techniques and procedures to ensure the per-diem rate established by this Agreement is considered a fair and reasonable price. Examples of such techniques include, but are not limited to, the following:

1. Comparison of the requested per-diem rate with the independent Federal Government estimate for detention services, otherwise known as the Core Rate;
2. Comparison with per-diem rates at other state or local facilities of similar size and economic conditions;

3. Comparison of previously proposed prices and previous Federal Government and commercial contract prices with current proposed prices for the same or similar items;
4. Evaluation of the provided jail operating expense information;

The firm-fixed per-diem rate for services is stipulated in block #11 on page (1) of this agreement, and shall not be subject to adjustment on the basis of **Granville County Jail's** actual cost experience in providing the service. The per-diem rate shall be fixed for a period from the effective date of this Agreement forward for **(48) months**. The per-diem rate covers the support of one Federal detainee per "Federal detainee day", which shall include the day of arrival, but not the day of departure.

After **(48) months**, if a per-diem rate adjustment is desired, the Local Government shall submit a request through the electronic Intergovernmental Agreements (eIGA) area of the Detention Services Network (DSNetwork). All information pertaining to the Facility on the DSNetwork will be required before a new per-diem rate will be considered.

Billing and Financial Provisions

The Local Government shall prepare and submit for certification and payment, original and separate invoices each month to each Federal Government component responsible for Federal detainees housed at the Facility.

Addresses for the components are:

U.S Marshal Service
Eastern District Of North Carolina
Terry Sanford Federal Building
310 New Bern Avenue, Suite 100
Raleigh, NC 27601
Phone: 919-856-4153

To constitute a proper monthly invoice, the name and address of the Facility, the name of each Federal detainee, their specific dates of confinement, the total days to be paid, the appropriate per diem rate as approved in the Agreement, and the total amount billed (total days multiplied by the per-diem rate per day) shall be listed, along with the name, title, complete address, and telephone number of the Local Government official responsible for invoice preparation. Additional services provided, such as transportation and guard services, shall be listed separately and itemized.

Nothing contained herein shall be construed to obligate the Federal Government to any expenditure or obligation of funds in excess of, or in advance of, appropriations in accordance with the Anti-Deficiency Act, 31 U.S.C. 1341.

Payment Procedures

The Federal Government will make payments to the Local Government at the address listed in block #6 on page one (1) of this Agreement, on a monthly basis, promptly, after receipt of an appropriate invoice.

Hold Harmless

It is understood and agreed that the Local Government shall fully defend, indemnify, and hold harmless the United States of America, its officers, employees, agents, and servants, individually and officially, for any and all liability caused by any act of any member of the Local Government or anyone else arising out of the use, operation, or handling of any property (to include any vehicle, equipment, and supplies) furnished to the Local Government in which legal ownership is retained by the United States of America, and to pay all claims, damages, judgments, legal costs, adjuster fees, and attorney fees related thereto. The Local Government will be solely responsible for all maintenance, storage, and other expenses related to the care and responsibility for all property furnished to the Local Government.

Disputes

Disputes, questions, or concerns pertaining to this Agreement will be resolved between appropriate officials of each party. Both the parties agree that they will use their best efforts to resolve the dispute in an informal fashion through consultation and communication, or other forms of non-binding alternative dispute resolution mutually acceptable to the parties.

Inspection of Services

Inspection standards for detainees may differ among authorized agency users. The Local Government agrees to allow periodic inspections by Federal Government inspectors, to include approved Federal contractors, in accordance with the Federal Performance Based Detention Standards required by any or all of the Federal authorized agency users whose detainees may be housed pursuant to this Agreement. Findings of the inspections will be shared with the Facility administrator in order to promote improvements to Facility operations, conditions of confinement, and levels of services.

Modifications

For all modifications except for full or partial terminations, either party may initiate a request for modification to this Agreement in writing. All modifications negotiated will be effective only upon written approval of both parties.

Litigation

The Federal Government shall be notified, in writing, of all litigation pertaining to this Agreement and provided copies of any pleadings filed or said litigation within five (5) working days of the filing.

The Local Government shall cooperate with the Federal Government legal staff and/or the United States Attorney regarding any requests pertaining to Federal Government or Local Government litigation.

Rape Elimination Act Reporting Information

SEXUAL ASSAULT AWARENESS

This document is requested to be posted in each Housing Unit Bulletin Board at all Contract Detention Facilities. This document may be used and adapted by Intergovernmental Service Agreement Providers.

While detained by the Department of Justice, United States Marshals Service, you have a right to be safe and free from sexual harassment and sexual assaults.

Definitions

A. Detainee-on-Detainee Sexual Abuse/Assault

One or more detainees engaging in or attempting to engage in a sexual act with another detainee or the use of **threats, intimidation, inappropriate touching** or other actions and/or communications by one or more detainees aimed at **coercing and/or pressuring** another detainee to engage in a sexual act.

B. Staff-on-Detainee Sexual Abuse/Assault

Staff member engaging in, or attempting to engage in a sexual act with any detainee or the intentional touching of a detainee's genitalia, anus, groin, breast, inner thigh, or buttocks with the intent to abuse, humiliate, harass, degrade, arouse, or gratify the sexual desires of any person. **Sexual abuse/assault of detainees by staff or other detainees is an inappropriate use of power and is prohibited by DOJ policy and the law.**

C. Staff Sexual Misconduct is:

Sexual behavior between a staff member and detainee which can include, but is not limited to indecent, profane or abusive language or gestures and inappropriate visual surveillance of detainees.

Prohibited Acts

A detainee, who engages in inappropriate sexual behavior with or directs it at others, can be charged with the following Prohibited Acts under the Detainee Disciplinary Policy.

- Using Abusive or Obscene Language
- Sexual Assault
- Making a Sexual Proposal
- Indecent Exposure
- Engaging in Sex Act

Detention as a Safe Environment

While you are detained, no one has the right to pressure you to engage in sexual acts or engage in unwanted sexual behavior regardless of your age, size, race, or ethnicity. Regardless of your sexual orientation, you have the right to be safe from unwanted sexual advances and acts.

Confidentiality

Information concerning the identity of a detainee victim reporting a sexual assault, and the facts of the report itself, shall be limited to those who have the need to know in order to make decisions concerning the detainee-victim's welfare and for law enforcement investigative purposes.

Report All Assaults!

If you become a victim of a sexual assault, you should report it immediately to any staff person you trust, to include housing officers, chaplains, medical staff, supervisors or Deputy U.S. Marshals. Staff members keep the reported information confidential and only discuss it with the appropriate officials on a need to know basis. If you are not comfortable reporting the assault to staff, you have other options:

- Write a letter reporting the sexual misconduct to the person in charge or the United States Marshal. To ensure confidentiality, use special (Legal) mail procedures.
- File an Emergency Detainee Grievance - If you decide your complaint is too sensitive to file with the Officer in Charge, you can file your Grievance directly with the Field Office Director. You can get the forms from your housing unit officer, or a Facility supervisor.
- Write to the Office of Inspector General (OIG), which investigates allegations of staff misconduct. The address is: Office of Inspector General, U.S. Department of Justice, 950 Pennsylvania Ave. Room 4706, Washington, DC. 20530
- Call, **at no expense to you**, the Office of Inspector General (OIG). The phone number is 1-800-869-4499.

Individuals who sexually abuse or assault detainees can only be disciplined or prosecuted if the abuse is reported.

A publication of the Office of the
Federal Detention Trustee
Washington, DC

Published February 2008



Office of the Sheriff
"In God We Trust"

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



Date: July 26, 2021
To: Board of Commissioners
From: Charles R. Noblin, Jr., Sheriff
Re: Federal Contract

Major Edward E. Cash and myself, support the current form of the Federal Contract to house federal inmates for the United States Marshall Service (USMS). We have been in negotiations with the USMS since January of this year. We have reached this agreement of \$75.00 per day, per inmate, to house 50 males. We will also charge \$27.00 per hour to the USMS for all transportation and will receive the IRS rate for each mile driven. Major Cash and myself are in agreement with the terms of the contract and ask that the contract be allowed to go forward.



Granville County Administration

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

To: Board of Commissioners
From: Korena Weichel, Assistant County Manager
Department: Administration
Date: July 26, 2021
Title: Request for Peer Review of the Tax Administration Office

PURPOSE:

To consider submitting a request for the North Carolina Association of County Commissioners (NCACC) to initiate a peer review of the tax administration office.

BACKGROUND:

NCACC provides Resource/Consultation Teams as a service to its members that involves convening knowledgeable peer review groups designed to assess and analyze county departments and provide recommendations on how to improve operations. The process includes the team conducting a 1-2 day visit with the selected department to observe and review current practices, operating procedures and policies, training needs, overall employee satisfaction, etc. The findings and recommendations are then compiled in a final report and presented to the County's Board of Commissioners.

Based on direction by the Granville County Board, in 2019 County administration began implementing a schedule to identify and select departments for peer review. The Emergency Services Department was the first Granville County department to participate, and a presentation of the review findings was presented to the Board in July 2020.

Throughout 2020 and most of 2021, the COVID-19 pandemic forced a delay in scheduling for subsequent peer reviews; however, the tax administration office was recently identified as the next county department to receive the benefit of the peer review process. It is important to schedule this work in between times when the tax office is the busiest, and because convening and scheduling the review team could take several weeks, County administration would like to submit this request now with a goal to conducting the review in October.

The new assessment/collections software is fully implemented, and the new tax administrator will have been in place for approximately six months at the time the review takes place, therefore County administration considers this to be an opportune time to review internal processes and procedures.

As part of the NCACC service, the host county is responsible for travel costs including meals and a hotel stay, if needed, at an anticipated total cost of approximately \$1,500 - \$2,500.

NCACC requires a formal request from the Board of Commissioners in order to begin the process. A draft letter has been prepared and is attached for Board review.

FUNDING:

Anticipated costs are included in the fiscal year 2021/2022 operating budget.

RECOMMENDATION:

County administration recommends submitting a formal request for the North Carolina Association of County Commissioners to conduct a peer view of the Granville County tax administration office.

ATTACHMENTS:

NCACC Peer Review Request Letter (DRAFT)

ACTION TAKEN:

August 2, 2021

Mr. Kevin Leonard
Executive Director
North Carolina Association of County Commissioners
353 East Six Forks Road, Suite 300
Raleigh, North Carolina 27609

Dear Mr. Leonard,

The Granville County Board of Commissioners would like to request a “peer review” of our tax administration office through NCACC’s County Resource & Outreach Services.

It is our understanding that Association members may request the assistance of Resource/ Consultation Teams consisting of knowledgeable, respected peer review groups to assess and analyze programs and departments in order to provide recommendations on how to improve operations. At their August 2, 2021 meeting, the Granville County Board of Commissioners voted unanimously to seek such assistance through an assessment of the tax administration office. Our target date for the review to take place is October 2021.

The tax administration office currently consists of the following personnel:

Jennifer Griffin, Tax Administrator	Vacant, Business Personal Property Appraiser
Jennifer Seeley, Property Appraisal Supervisor	Tamonica Thorpe, Tax Collections Supervisor
Sharon Jones, Personal Property Appraiser	Melody Hargrove, Tax Collections Specialist
Shalei Kittrell, Personal Property Appraiser	Joy Royster, Tax Collections Specialist
Renee Roberts, Personal Property Appraiser	Eric Dodson, Mapper/GIS Technician

We see a need to evaluate this office to ensure it is operating consistently with the expectations of our Board, our citizens, and our partner agencies. Some areas of possible review include:

- Organizational Structure, Management, and Supervisory Practices
- Standard Operating Policies and Procedures
- Regulatory Compliance
- Training
- Recruitment, Hiring, and Retention of Qualified Staff
- Customer Service and Relationships with Community Partners
- Employee Satisfaction

We welcome a preliminary meeting with the appropriate county staff to further outline the peer review parameters.

Sincerely,

Korena L. Weichel
Assistant County Manager

cc: Neil Emory, NCACC Outreach Associate
Michael S. Felts, County Manager
Jennifer Griffin, Tax Administrator



Granville County Administration

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

To: Board of Commissioners
From: Michael Felts
Department: Administration
Date: July 28, 2021
Title: NCACC Voting Delegate

PURPOSE:

Selection of a NCACC Voting Delegate for the annual conference.

BACKGROUND:

Board members are scheduled to participate in the 114th annual NCACC Conference in August 2021. This year the conference will be held in New Hanover County. A voting delegate and alternate voting delegate need to be selected to represent Granville County during the business session to vote on items that are presented before the membership. The business session will be held on Saturday, August 14th at 12:45 p.m.

ATTACHMENTS:

Voting Delegate Form

ACTION TAKEN:



Designation of Voting Delegate to NCACC Annual Conference

I, _____, hereby certify that I am the duly designated voting delegate for _____ County at the 114th Annual Conference of the North Carolina Association of County Commissioners to be held during the Annual Business Session on August 14, 2021, at 12:45 p.m. in New Hanover County.

Voting Delegate Name: _____

Title: _____

In the event the designated voting delegate is unable to attend, _____ has been selected as _____ County's alternate voting delegate.

Alternate Voting Delegate Name: _____

Title: _____

Article VI, Section 2 of our Constitution provides:

“On all questions, including the election of officers, each county represented shall be entitled to one vote, which shall be the majority expression of the delegates of that county. The vote of any county in good standing may be cast by any one of its county commissioners who is present at the time the vote is taken; provided, if no commissioner be present, such vote may be cast by another county official, elected or appointed, who holds elective office or an appointed position in the county whose vote is being cast and who is formally designated by the board of county commissioners. These provisions shall likewise govern district meetings of the Association. A county in good standing is defined as one which has paid the current year's dues.”

Please return this form to Alisa Cobb via email by **Monday, August 9, 2021** close of business:

Email: alisa.cobb@ncacc.org



Granville County Administration

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

To: Board of Commissioners
From: Korena Weichel, Assistant County Manager
Department: Administration
Date: July 29, 2021
Title: Open Broadband, LLC Agreement Update

PURPOSE:

To authorize County Administration to finalize documentation for a mutual termination of the Granville County and Open Broadband Master Agreement dated July 1, 2019.

BACKGROUND:

County Administration has held discussions with Open Broadband regarding timelines and delivery challenges for their fixed wireless service. At this time, County Administration and Open Broadband mutually agree to terminate the Agreement dated July 1, 2019 per Section 14 which states: "The Parties may terminate this Agreement by mutual consent upon sixty (60) days' notice. Notice may be given by either party to the other at the addresses and to the attention of the Party's representative specified in Paragraph 24."

By terminating the Agreement, the County will be able to redirect resources to other rural broadband opportunities. While they have not yet been identified, we believe other such opportunities will become available through the American Rescue Plan funds. In discussions with Open Broadband, we believe that both parties are amenable to an earlier termination.

Granville County and Open Broadband remain on good terms and will be able to work together in the future if the right opportunity becomes available. Furthermore, current existing service on the Oak Hill Tower and public Wi-Fi access at the Expo Center and Granville Athletic Park will remain in effect.

RECOMMENDATION:

To authorize the County Manager to finalize documentation to terminate the Granville County and Open Broadband, LLC Master Agreement dated July 1, 2019 with a 60 day notice, or whatever shorter period as may be agreed upon, while allowing the current existing agreements for Oak Hill Tower and public Wi-Fi at the Expo Center and Granville Athletic Park to remain in effect. In addition, the County Manager requests authority from the Board to terminate or continue the Wilton Tower Agreement depending on Open Broadband's commitment to finish the project.

ACTION TAKEN:



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: July 28, 2021

Title: County Attorney's Report

PURPOSE:

Any matters as needed by the County Attorney.

ACTION TAKEN:



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: July 27, 2021

Title: Presentations by County Board Members

PURPOSE:

Board members will make comments.

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

ACTION TAKEN:



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: July 28, 2021
Title: **Notice of Budget Workshop - American Rescue Plan**

PURPOSE:

To announce a budget workshop.

BACKGROUND:

The Board of Commissioners need to schedule a budget workshop regarding the American Rescue Plan. The workshop has been scheduled for Thursday, August 19th.

NOTICE of BUDGET WORKSHOP

The Granville County Board of Commissioners will meet at the Granville Expo & Convention Center, 4185 Highway 15, Oxford, NC on Thursday, August 19, 2021 at 8:30 a.m. for a budget workshop regarding the American Rescue Plan.

ACTION TAKEN:



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: July 27, 2021

Title: Any Other Matters

PURPOSE:

Any other matters as needed.

ACTION TAKEN: