

AGENDA
GRANVILLE COUNTY BOARD OF COMMISSIONERS
Monday, February 6, 2023



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

Consent Agenda

1. Budget Amendment #3 for Fiscal Year 2022-2023 (p. 3)
2. Authority to Enter into Repayment Agreement with State of North Carolina (p. 8)
3. Minutes (p. 9)

Introductions, Recognitions and Presentations

4. Presentation on 2021 Community Health Assessment and Opioid Epidemic Response (p. 31)

Public Comments

5. Public Comments (p. 42)

Purchasing

6. Approval of DSS Computer Purchases (p. 43)

Sheriff Matters

7. Approval of Purchase of Two Sheriff's Office Vehicles (p. 45)
8. Approval of Consulting Contract for Granville County Sheriff's Office (p. 50)

Project Management

9. Toilet Partition Replacement Granville Athletic Park Sports Pavilion Restrooms (p. 61)
10. Surveying Services Northern Granville Senior Center / Stovall, NC (p. 70)
11. Design Services Contract Northern Granville Senior Center (p. 76)

Proclamations, Resolutions and Legislative Matters for Consideration

12. Proclamations, Resolutions and Legislative Matters (p. 81)

Appointments

- 13. Agricultural Advisory Board (p. 82)
- 14. Animal Control Advisory Committee (p. 83)
- 15. Granville County Library System Board of Trustees (p. 84)
- 16. Granville County Human Relations Commission (p. 85)
- 17. Addition of At-Large Position to Veterans Affairs Committee (p. 88)
- 18. Veterans Affairs Committee (p. 91)

County Manager's Report

- 19. Amendment and Extension of Sign Replacement Contract (p. 93)
- 20. County Manager's Report (p. 103)

County Attorney's Report

- 21. County Attorney's Report (p. 104)

Presentations by County Board Members

- 22. Presentations by County Board Members (p. 105)

Any Other Matters

- 23. Any Other Matters (p. 106)



Granville County Finance

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

To: Board of Commissioners
From: Steve McNally
Department: Finance
Date: February 1, 2023
Title: **Budget Amendment #3 for Fiscal Year 2022-2023**

RECOMMENDATION:

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

These amendments include funding for:

RiceWrap Grant Refund
Emergency Management Grants (2)
Senior Services ARPA grant
Library Food Literacy Grant
Loan to Landfill Fund for Cell Construction
Transfer of ARPA Revenue Replacement
Payroll System Implementation

ATTACHMENTS:

BA#3

ACTION TAKEN:

Budget Amendment #3
February 6, 2023

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

GENERAL FUND

Expenditures: Increase/(Decrease)

Public Safety		
Emergency Management	54,297	
Community Services		
County Library System	16,930	
Human Services		
HCCBG & Transportation	40,000	
Area Projects and Other Appropriations		
Non-Departmental	310,000	
Contributions to Other Funds		
Loans to other Funds	4,692,250	
Contingencies	(105,000)	
<i>Total Expenditures</i>		5,008,477

Revenues: Increase/(Decrease)

Investment Earnings & Operating Transfers In	5,000,000	
Restricted and Intergovernmental	81,930	
Appropriated Fund Balance	(73,453)	
<i>Total Revenues</i>		5,008,477

LANDFILL

Expenditures: Increase/(Decrease)

Landfill Operations	828,325	
<i>Total Expenditures</i>		828,325

Revenues: Increase/(Decrease)

Loan from GF for Cell Construction	\$828,325	
<i>Total Revenues</i>		828,325

Budget Amendment #3

(For reference only)

Balance

General Fund/Non-departmental

Expenditures: Increase/ (Decrease)

10-	8540	801	Economic Incentive	\$205,000	\$901,500
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Revenues: Increase/ (Decrease)

10-	3990	991	Appropriated Fund Balance	\$205,000	\$6,187,378
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Description: Return of Building Use Grant funds (2018-134-3201-2587 awarded to RiceWrap) back to NC Department of Commerce because RiceWrap did not meet job creation goals.

General Fund/Emergency Management

Expenditures: Increase/ (Decrease)

10-	4330	602	Supplemental Grant Expense	\$29,297	\$109,679
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Revenues: Increase/ (Decrease)

10-	3990	991	Appropriated Fund Balance	\$29,297	\$6,216,675
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Description: to fund Emergency Management Grant expenditures with EMPG grant funds (EMPG Supplemental - \$18,229.63 and EMPG -ARPA - \$11,067.51) received in latter part of FY 2022.

General Fund/Emergency Management

Expenditures: Increase/ (Decrease)

10-	4330	510	Capital Outlay	\$25,000	\$28,400
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Revenues: Increase/ (Decrease)

10-	3433	234	Duke Energy Foundation Grant	\$25,000	\$25,000
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Description: to recognize the receipt and appropriation of funds from the Duke Energy Foundation Emergency Preparedness grant

General Fund/Senior Services

Expenditures: Increase/ (Decrease)

10-	5859	238	Kerr Tar Area Agency on Aging - ARPA	\$40,000	\$40,000
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Revenues: Increase/ (Decrease)

10-	3327	356	Kerr Tar Area Agency on Aging - ARPA	\$40,000	\$40,000
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Description: to recognize the receipt and appropriation of funds from the Senior Service ARPA grant to be used for in-home aide services. \$40,000 of this \$100,000 to be expended in FY 2023.

General Fund/Library

Expenditures: Increase/ (Decrease)

10-	6110	694	Food Literacy	\$16,930	\$16,930
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Revenues: Increase/ (Decrease)

10-	3327	323	Food Literacy	\$16,930	\$16,930
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Description: to recognize the receipt and appropriation of funds for the NC-22-70 Food Literacy Award from the Library Services and Technology Act grant

General Fund/Contributions and Loans

Expenditures: Increase/ (Decrease)

10-	9200	100	Loan to Other Funds - Landfill	\$4,692,250	\$4,692,250
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Revenues: Increase/ (Decrease)

10-	3990	991	Appropriated Fund Balance	\$4,692,250	\$10,908,925
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Description: to recognize loan from General Fund to the Landfill Fund for the construction of the MSW Landfill Unit 2 Phase 2 cell. Terms of the loan are 1% interest over a seven year period. Annual payments to be made at the end of the fiscal year.

General Fund/Revenue

Revenues: Increase/ (Decrease)

10-	3990	932	Transfer from ARPA Fund	\$5,000,000	\$5,000,000
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10-	3990	991	Appropriated Fund Balance	(\$5,000,000)	\$5,908,925
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Description: Transfer the balance of ARPA Revenue Replacement funds to fund full time salaries in FY 2023

General Fund/Non-Departmental

Expenditures: Increase/ (Decrease)

10-	8540	805	Payroll Services	105,000	341,000
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10-	9910	991	General Contingency	(\$105,000)	42,564
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Description: Fund the balance of Tyler Payroll and HR implementation fees.

Landfill Fund

Expenditures: Increase/ (Decrease)

60-	4725	599	Construction and Permitting	\$136,105	\$4,146,105
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Revenues: Increase/ (Decrease)

60-	3920	010	Loan from GF for Cell Construction	\$136,105	\$4,000,000
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Description: to recognize loan proceeds from General Fund to the Landfill Fund for the construction of the MSW Landfill Unit 2 Phase 2 cell. Terms of the loan are 1% interest over a seven year period. Annual payments to be

Landfill Fund

Expenditures: Increase/ (Decrease)

60-	4725	599	Construction and Permitting	\$692,250	\$4,838,355
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Revenues: Increase/ (Decrease)

60-	3920	010	Loan from GF for Cell Construction	\$692,250	\$4,692,250
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Description: to recognize additional loan proceeds from General Fund to Landfill fund (original loan referenced above) for the construction of leachate tank (Haren Construction)

Budget Amendment #3 - Summary**General Fund**

Unassigned Fund Balance	as of 6/30/22		\$27,206,114
Previous FY 2023 appropriations of Fund Balance		\$2,509,431	
Emergency Management		\$29,297	
Economic Development		\$205,000	
Loan to Solid Waste Fund for Landfill Cell		\$4,692,250	
Fund balance additions			
Transfer bal. of ARPA "Revenue Replacement"		-\$5,000,000	
Total Fund Balance Appropriation (net) from amendments for 2/6/23		(\$73,453)	
FB Appropriations to Date		-	\$2,435,978
Assignment of funds for water and sewer line extensions at Triangle North site -1/3/23		-	\$5,100,000
Unassigned Fund Balance as of 2/6/23			\$19,670,136
Additional Revenue - Restricted		\$81,930	
Additional Revenue - Transfer from Other Funds (ARPA)		\$5,000,000	
Total Net Budget Amendment		\$5,008,477	

Solid Waste (Landfill) Fund

Net Position	as of 6/30/22		(\$1,296,582)
Previous FY 2023 appropriations of Fund Balance		-	\$60,000
Net Position as of 2/6/23			-\$1,356,582
Addition Revenue - Loan to Solid Waste from General Fund #		\$828,355	
Total Net Budget Amendment		\$828,355	

#Note - \$3,863,895 in budgeted Loan Proceeds were in the original budget ordinance for Landfill Fund



Granville County

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

To: Board of Commissioners
From: Lynn Cooper
Department: Economic Development
Date: February 3, 2023
Title: **Authority to Enter into Repayment Agreement with State of North Carolina**

PURPOSE:

This request is to authorize the County Manager, if necessary, to enter into a repayment agreement with the State of North Carolina if Granville County ends up having to terminate an economic development incentive agreement.

BACKGROUND:

Granville County entered into economic development agreements with the state and RiceWrap, located in Butner, which were contingent on certain hiring goals and capital investments. There have been some issues with the company achieving these goals, and there is a possibility that the County will have to re-pay the state a portion of the state's incentive (\$205,000). That funding is included in tonight's budget amendment, and if the Board approves this item and should said action become necessary, the Board would have authorized the County Manager to enter into a repayment agreement with the state and to reimburse the state as noted above.

FUNDING:

The fiscal year 2022-2023 budget, as modified by tonight's budget amendment, could facilitate this request.

RECOMMENDATION:

The County Manager recommends that the Board approve this item.

ACTION TAKEN:



Granville County Administration

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: February 2, 2023
Title: Minutes

PURPOSE:

To approve minutes of the May 16, 2022 Regular Meeting.

RECOMMENDATION:

Approval

ATTACHMENTS:

May 16, 2022 Draft Minutes

ACTION TAKEN:

OXFORD, NORTH CAROLINA
May 16, 2022

The Members of the Honorable Board of Commissioners of Granville County, North Carolina met in a regular meeting on Monday, May 16, 2022, at 7:00 p.m. in the Auditorium, Granville Expo and Convention Center, 4185 US Highway 15 South, Oxford.

Present were:

Chair: Tony W. Cozart

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

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

News Reporters: David Murray – *Oxford Public Ledger*

MEETING CALLED TO ORDER

At 7:00 p.m., Chair Tony W. Cozart called the meeting to order. He then recognized Commissioner Russ May for the invocation and Pledge of Allegiance.

CONSENT AGENDA APPROVED

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

- (A) Approved the Summary of Contingency and Use of Fund Balance report that showed the following balances:

General Contingency Balance	\$	14,000
School Bond D/S Contingency	\$	100,000
Environmental Disaster Contingency	\$	10,000
General Fund Appropriated Fund Balance	\$	4,485,783

- (B) Approved the following updated Records Retention and Disposition Schedules from the North Carolina Department of Natural and Cultural Resources:

2021 General Records Schedule: Local Government Agencies

2021 Program Records: Local Government Agencies

- (C) Approved the Request to North Carolina Department of Public Instruction for Lottery Distributions in the amount of \$567,384.80.

BOARD RECOGNIZED 275TH ANNIVERSARY PLANNING COMMITTEE

Commissioner Hinman asked the following committee members to come forward to be recognized for their work on the 275th Anniversary Celebration that was held July 24, 2021:

Chair: Commissioner Sue Hinman
Vice-Chair: Commissioner David Smith
Emily Champion (Town of Butner)
Toni-Anne Wheeler (City of Creedmoor)
Helen Amis (City of Oxford)
Dave Pavlus (Town of Stem)
Janet Parrot (Town of Stovall)
Zelodis Jay, Granville County Commissioners
Mark Pace (North Carolina Room, Richard H. Thornton Library)
Angela Allen (Granville County Tourism Development Authority)
Stephanie May (Granville County Historical Society Museum)
Patrice Wilkerson (Granville County)
Lynn Allred (Granville County)
Korena Weichel (Assistant County Manager – Granville County)

Commissioner Hinman stated that she could not have had the celebration without the hard work of the committee. Chair Cozart thanked the committee on behalf of the Board and read the following Resolution of Appreciation:

RESOLUTION OF APPRECIATION

WHEREAS, the County of Granville is based on a rich heritage which reached a landmark of 275 years of organization on June 28, 2021; and

WHEREAS, a Committee of County Leaders and Citizens was formed to organize a celebration for the County-wide participation and recognition; and

WHEREAS, Committee Chair Sue Hinman; Committee Vice-Chair David T. Smith; and the other Members of the Committee planned, organized, and implemented a festive celebration that took place on July 24, 2021 at the Granville Athletic Park.

NOW, THEREFORE, BE IT RESOLVED, that the Granville County Board of Commissioners publicly recognizes the many hours of work and preparation performed by the 275th Anniversary Planning Committee in organizing a successful event that so proudly displayed the past and present of Granville County, North Carolina.

BE IT FURTHER RESOLVED that this Resolution become a part of the permanent records of the Granville County Board of Commissioners.

ADOPTED, this the 16th day of May 2022.

Commissioner Hinman presented each member with a certificate, commemorative book, and coin on behalf of the Board. She then presented purple hats to the Commissioners and County Manager from her for their help with the event.

VAYA HEALTH PRESENTATION

The Vaya Health update was not presented as Elliot Clark, Regional Director of Community Relations for Vaya Health, could not attend the meeting.

AFTER HOLDING PUBLIC HEARING, THE BOARD APPROVED GRANT MATCHES AND INCENTIVES FOR THE ECONOMIC DEVELOPMENT PROJECT DIAMOND – CERTAINTEED CORPORATION

Chairman Cozart stated that Granville County served notice that a hearing would be held to obtain the views of the public on the expansion of the CertainTeed facility in Granville County named Project Diamond. He then said that the purpose of this public hearing is to receive the views of the public on aiding and encouraging the location or expansion of industrial facilities in Granville County. He declared the public hearing open and recognized Harry Mills, Economic Director, for a brief overview.

Harry Mills, Economic Development Director, 310 Williamsboro Street, Oxford, NC, stated that this project was called Project Diamond, also known as CertainTeed. He noted that North Carolina General Statute 158-7.1 requires a public notice that was completed prior to the public hearing. He explained that Project Diamond, CertainTeed, is the relocation and expansion of a manufacturing and industrial facility in Granville County. CertainTeed will expand its existing building and construct a new building for the new product line. The company will invest approximately \$118.8 million and employ potentially 37 new employees. He requested a total \$250,000 incentive package which includes a 50% match towards the \$125,000 One NC Grant in the amount of \$62,500; a 5% match of the local incentive package of the potential Building Reuse Grant of \$250,000 in the amount of \$12,500; and a cash incentive of \$175,000; and the associated resolution.

Chairman Cozart announced those wishing to speak to come to the podium and give their name and address for the record and there were none. He asked if the Board had any questions. There were none and he then declared the public hearing closed.

Upon a motion by Commissioner Timothy Karan, seconded by Jimmy Gooch, and unanimously carried, the Board approved a \$62,500 match for the \$125,000 One NC Fund Grant; a \$12,500 match for the \$250,000 Building Reuse Grant; and \$175,000 cash incentive for Project Diamond , CertainTeed Corporation, and the following associated resolution.

AUTHORIZING RESOLUTION BY GOVERNING BODY OF THE APPLICANT

North Carolina Department of Commerce Building Reuse Program

WHEREAS, in June 2004, the North Carolina General Assembly passed House Bill 1352, authorizing funds to stimulate economic development and job creation in distressed areas through constructing critical water and wastewater facilities, addressing technology needs, renovation of vacant buildings, and implementation of research and demonstration projects; and,

WHEREAS, in July 2007, the General Assembly passed House Bill 1473 to expand the Economic Infrastructure Fund and to provide funding to facilitate economic transitions in rural communities; and,

WHEREAS, The North Carolina Department of Commerce' s Rural Economic Development Division' s Building Reuse Program was created to spur economic activity and job creation by assisting in the productive use of buildings in rural areas; and,

WHEREAS, the County of Granville is engaged in activities to assist in the productive use of buildings, specifically the renovation and an existing building and the construction of a new building for CertainTeed Corporation located at 200 CertainTeed Drive, Oxford, NC that will increase the number of jobs in the area; and,

WHEREAS, the County of Granville requested grant assistance from the North Carolina Department of Commerce's Rural Economic Development Division's Building Reuse Program;

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

That the County of Granville will provide a total Incentive of 250,000.

That the County of Granville will provide 50% match of the \$125,000 One NC grant award for the project,

That the County of Granville will provide a 5% match of the 250,000 Building Reuse Grant,

That the County of Granville will provide for efficient administration, implementation, and operation/maintenance of the grant.

That the County Manager is hereby authorized and directed to furnish such information as the North Carolina Department of Commerce may request in connection with the grant application and project; to make assurances as contained above; and to execute such other documents as may be required in connection with the application and grant.

That the County of Granville has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to the grants pertaining thereto.

Adopted this the 16th of May, 2022.

PUBLIC COMMENTS

Rosalyn Green, 4181 Shock Overton Road, Oxford, NC, stated that she was there to give kudos. She thanked County Manager Michael Felts for his kindness and attention to her and also the National Mary Potter Club and for working with them on the rehabilitation of the shop building. He said he always has his door open with kind remarks and guides her towards doing the right thing and making sure that reports were done in a timely manner. She told County Manager Felts that he will be missed and that hopefully, Granville County will get someone just like him. She continued that her next kudos go to Commissioner Hinman for

coming out to meet the representatives from Washington, D.C., the National Park Service, when they came out to do a site visit for the rehabilitation of the Mary Potter shop building. She noted that they admired Oxford, they admired the Mayor coming out, and also a representative from the Granville County Commissioners, Commissioner Sue Hinman. She continued that the representatives stated that the project is well worth it and noted that they also toured the museum, the gym, and other areas of Oxford and ate at Strong Arm Baking. She stated that Granville County made a great impression on the National Park Service Director of Grant Awarding, their Grant Manager, and also the representatives from N.C. State Historic Preservation. She thanked Commissioner Hinman for coming out and joining them. Ms. Green then invited the Board to the unveiling of the new name of Mary Potter School on Thursday, June 2, 2022 at 6:00 p.m. and stated that they will be receiving an invitation.

Chairman Cozart thanked Ms. Green for her kind remarks, and he appreciated her sharing it with them.

AFTER HEARING RECOMMENDED FISCAL YEAR 2022-2023 BUDGET PRESENTATION, BOARD APPROVED SCHEDULING BUDGET PUBLIC HEARING

County Manager, Mike Felts stated that the purpose of this item was for a presentation on the recommended fiscal year 2022-2023 budget presentation. He then presented the budget information as follows:

This binder contains the County's recommended annual budget as required by North Carolina General Statute §159 and the *Local Government Budget and Fiscal Control Act*. The budget is balanced and prepared in accordance with the policies and procedures outlined in the *Local Government Budget and Fiscal Control Act*.

Three general units comprise the document.

- I. **Continuation Budget** The first unit is the continuation budget for all funds necessary to carry out services authorized by the Granville County Board of Commissioners. This portion contains both the financial information and the narrative descriptions of each program in all funds for which the Board is responsible. In addition to the financial information, the continuation budget section also contains non-financial information about the County as well as a proposed fee manual. The fee manual describes the user fees that attempt to recover some or all of the costs of services from the direct beneficiaries of those services, rather than taxpayers.
- II. **Recommended Funding Enhancements**
The second unit contains the county manager's recommended funding enhancements. These are based on County Board input at the Board's Annual Retreat, general comments at other regular meetings, and State & Local Fiscal Recovery Fund Workshops.
- III. **Service Expansions**
The third unit contains detailed information on approximately 41 service expansions proposed by departments and outside agencies. These are "new and different" programs or activities that expand or decrease the current level of service to Granville County citizens and taxpayers.

THE ANNUAL BUDGET PROCESS

While budgeting is an ongoing process, the budget preparation season officially begins at the Board's planning retreat. During the planning sessions, Board Members discuss current programs and provide guidance to staff on what should be included in the service expansion process. The county manager then informs department managers of program ideas that the Board would like to see proposed in the new budget.

Section Three of the budget includes the budget calendar. Departments and outside agencies were reminded in late January to begin thinking about service expansions. Instructions and formal notification for continuation budget requests were sent out in February with service expansions due to be returned by mid-March. Individual departmental meetings were held in late March and throughout April to review and finalize the expenditure requests.

Revenues are generally the last item to be addressed because much of the property tax information and year-to-date historical data are not available until late April. Revenues and expenditures were finalized in May after another full review of revenues, expenditures, and projected fund balance.

GOALS

This budget is a product of the Board's vision of what Granville County will strive toward in the coming year. The long-standing values communicated during the annual planning retreat, special meetings, and regular monthly meetings are as follows:

- Continue to rely on financial plans and systems in the preparation of the proposed budget;
- Estimate revenues and expenditures conservatively to avoid expectations of unrealistic performance;
- Create an atmosphere where efforts to "spend down" during the fiscal year are discouraged;
- Present a budget that maintains the current level of programs and services provided to the public by County departments without a reduction, unless those reductions are caused by state or federal reductions;
- Present a budget that re-evaluates all expenditures in order to offset projected losses in revenue so that, in light of the current economic conditions, a tax increase is not needed for general government operations while allowing for policy review and potential service reductions or expansions based on other policy directives; and
- Present a budget that does not supplant funding cuts by state or federal governments, but instead recommends reductions to those programs and informs the public of the associated impacts.

The budget team prepared this document to meet the stated goals. Despite increasing operational costs, the proposed fiscal year 2022-2023 budget maintains all County programs and services at the current property tax rate as directed by the Board.

For fiscal year 2022-2023, additional emphasis was placed on the impacts of the State & Local Fiscal Recovery Funds (SLFRF). The Local Fiscal Recovery Funds were made available through the American Rescue Plan to assist local governments as they work to drive local recovery efforts. On April 6, 2022, the Board of Commissioners met during a special work session to discuss the best methods to utilize the SLFRF revenues. The Board directed the use of the SLFRF toward infrastructure investments in broadband efforts and for revenue replacement options that will be directed toward governmental operations. With this determination made, the Board still desired to consider other program opportunities which came out of the SLFRF discussions, and these are included in the funding enhancement and service expansion sections of the budget.

The service expansion budget consists of expenditures that generally "change" something about operations. Examples include new positions, new equipment (not just replacement), new programs, acceptance of various grants, and initiatives to address employee compensation. Funding all service expansions would require more than \$6 million in additional General Fund revenue. The Board may wish to consider other sources of revenue to fund these additional services. Some of the initiatives may appropriately be considered for partial funding, future funding, or be incorporated into an overall plan such as the capital improvement program or recreation master plan.

BUDGET OVERVIEW

The recommended budget reflects both the strength of the County from a financial perspective and the significant challenges faced by the Board. The majority of general governmental activities are accounted for in the General Fund.

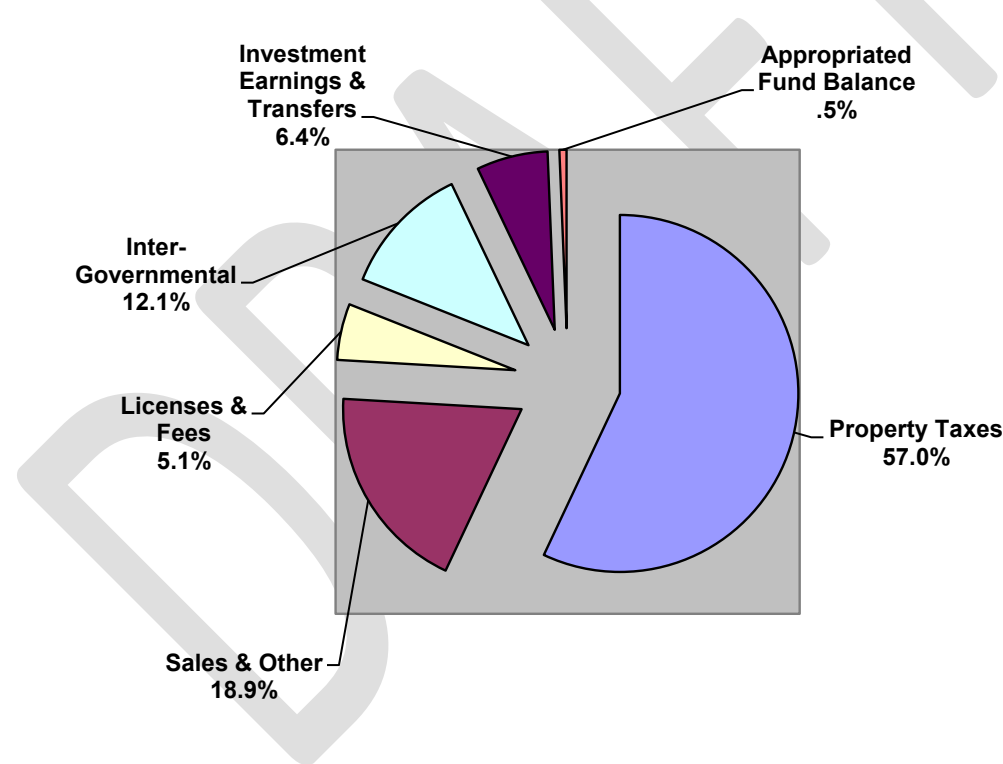
- ⇒ Much of the work in preparing the budget focused on critically evaluating all revenues and expenditures in an effort to adjust to the current economic conditions.
- ⇒ The estimated tax base of \$5,306,654,084 for fiscal year 2022-2023 is projected to provide revenues of \$44,009,780 at the recommended tax rate of \$0.84 for each \$100 of assessed valuation assuming a 98.73% collection rate. The tax collection rate compared to last year increased slightly at .30%
- ⇒ The recommended budget appropriates \$500,000 from fund balance (.5% of General Fund expenditures) in order to maintain current levels of County provided programs and services. Total recommended revenues, including appropriated fund balance, are \$77,737,238.
- ⇒ The fiscal year 2022-2023 recommended budget includes budget estimates for the newly formed Fire Protection & Rescue Service Tax District and recommends a tax rate of \$.06 for each \$100 of assessed valuation of property located in the service tax district.

Key Drivers for the fiscal year 2022-2023 budget:

- **Health Insurance Increase.** Granville County is self-funded, and we re-evaluate our anticipated and maximum claim liability and budget within this range. For fiscal year 2022-2023, the County increased the employer's funding to the health plan by approximately 10% and plan to use the health plan's fund balance to balance out any remaining funding needs. This is an increase of approximately **\$290,700** to the County's operating budget over the previous year.
- **Retirement Rate Increase.** For the upcoming fiscal year budget, the required employer contribution for employee retirement has increased approximately .81% from 11.35% to 12.16%. This is an increase, not accounting for salary increases, of approximately **\$130,000**.
- **Debt Service.** Debt service has been monitored closely over the past several years and has been an anticipated driver in our overall operating budget. Fiscal year 2020-2021 was the planned peak year for debt service payment (principal and interest) requirements. For fiscal year 2022-2023, we see a reduction of **\$1,305,713**.
- **Merit Pay Program.** Not including a one-year suspension of the merit pay program to implement the pay and classification study in fiscal year 2020-2021, the County has maintained the program for employees since 1998. The recommended budget accounts for the merit pay program with merit adjustments authorized up to a maximum of 4%. The estimated cost of this program is approximately **\$562,725**.
- **Health & Medical Increase.** Based on planned increases, this budget contains a \$75,000 program increase for the Public Health Department's general allocation and a \$24,000 program increase for the hospital for the EMS allocation. This is a total programmed increase of **\$99,000**.
- **Recreation.** During previous fiscal years, the County reduced funding for the recreation mini-grant program. Funding for this program was partially restored in fiscal year 2021-2022 and this year additional funding of \$34,000 was applied to bring the program closer to the year-over-year funding level. Funding of \$120,000 to provide for a revised Recreation Master Plan, as directed during the Board's Planning Retreat, is also included. These items impact the budget by **\$154,000**.
- **Vance-Granville Community College (VGCC).** Granville County maintains a 25/75 funding level with Vance County for the VGCC main campus. This year, based on funding requests for operating and capital needs for the college, Vance County increased recurring operating funding and provided a one-time increase for capital outlay needs. The total increase to Granville County's budget in order to maintain the 25/75 funding level is **\$449,070**.

- School System.** The Granville County Board of Commissioners and the Board of Education have worked together over the past several years to better align the needs of the school system with available funding without requiring year-over-year tax rate increases. For fiscal year 2022-2023, school related debt service savings of \$268,431 were rolled into the school system’s annual budget increase request for capital and operating, creating a net zero change from last year’s adopted budget. The remaining balance of the school’s current expense request of \$251,244 for inflationary increase is included in the funding enhancement section of the budget document, and the impact of the state’s minimum wage requirement of \$1,408,000 is included in the service expansion section.
- Fire Protection.** In prior years, the County provided funding for fire protection through property tax revenues, which is not a dedicated funding source. The County Board of Commissioners recognize that all residents deserve an equitable response when a fire occurs, including highly-trained firefighters who are located nearby and who have the necessary critical equipment to save life and property. The Board realizes there is a need for a dedicated funding source and believed the most sustainable answer was the creation of a fire protection & rescue service district as the primary funding structure within the unincorporated areas of Granville County. The county manager is recommending a tax rate of \$.06 for each \$100 of assessed valuation of property located in the service tax district. For the unincorporated area of the county, this is anticipated to raise approximately \$1,875,733 in service district taxes. This represents approximately \$729,825 more than the recurring funding for fire services in the fiscal year 2021-2022 annual budget.

Sources of Revenue for the General Fund in the fiscal year 2022-23 recommended budget:



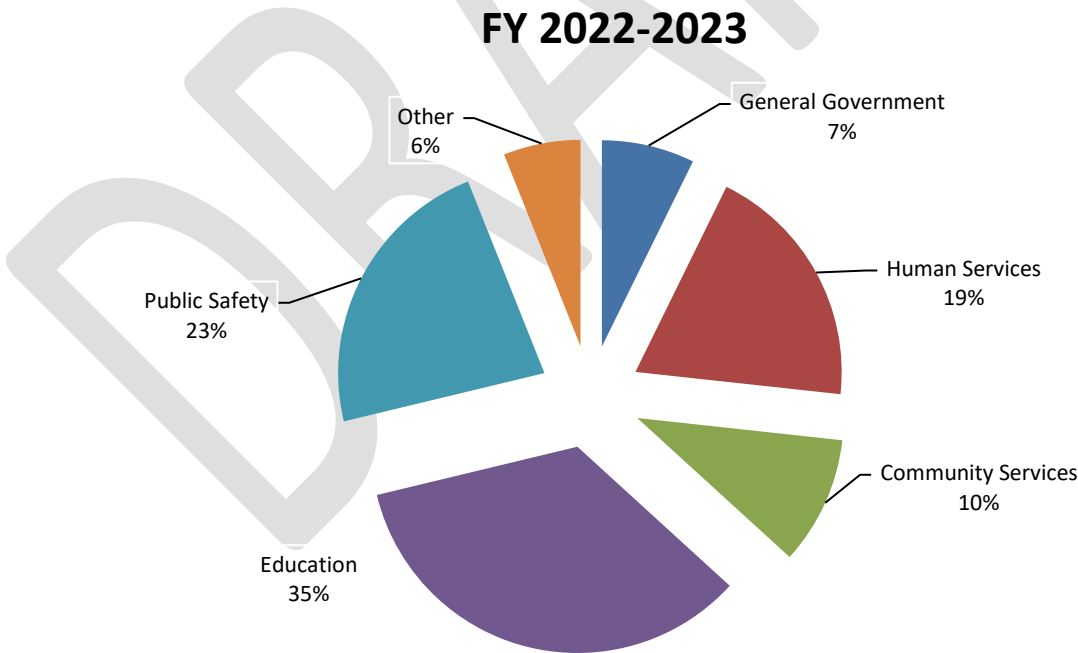
The following table shows the historical tax rate for the previous nine years plus the proposed tax rate for fiscal year 2022-2023.

Fiscal Year	Tax Rate	Years Since Last Revaluation Year
2013-2014	\$0.830	4
2014-2015	\$0.830	5
2015-2016	\$0.830	6
2016-2017	\$0.880	7
2017-2018	\$0.880	8
2018-2019	\$0.840	1
2019-2020	\$0.840	2
2020-2021	\$0.840	3
2021-2022	\$0.840	4
2022-2023	\$0.840	5

- ⇒ Collection efforts within the tax department over the last fiscal year have continued and the collection rate has increased from 98.43% to 98.73%.
- ⇒ Sales and Other Related Taxes are expected to increase approximately 9% over the fiscal year 2021-2022 amended budget.
- ⇒ Licenses, Fees, and Other Revenues are expected to increase by approximately 1.9% when compared with the fiscal year 2021-2022 amended budget. This is mostly due to fees associated with the housing of state and federal inmates.
- ⇒ Restricted and Intergovernmental Revenue is expected to decrease by 1% from the fiscal year 2021-2022 amended budget primarily due to a change in state funding associated with the social services department and other grant funding. This category experiences the most change throughout the year based on the availability of grants during the year.
- ⇒ Investment earnings are expected to decrease due to the utilization of construction project funding and the impact on investment earning rates due to the slowdown of the economy.
- ⇒ The recommended budget appropriates \$500,000 in fund balance. Based on the fiscal year 2022-2023 recommended budget, the fund balance is projected to be 36% of expenditures as of June 30, 2023 which is just above the County’s targeted range of 30% - 35%.

General Fund Expenditures

Overall, the County’s general operating expenditures increased \$277,568 which is a little less than 1% when compared to last year’s approved budget amount. Most departments held or reduced their operating budgets through this budget process. For departments that had increases, the increases were primarily due to increases in wages, health insurance premiums, and retirement contributions.



General Government – Accounts for 7% of the County’s General Fund Expenditures. General Government includes budgets for Governing Board, Administration, Board of Elections, Finance, Human Resources, Information Technology, Internal Auditing, Register of Deeds, Tax Administration, and General Services.

Human Services Departments – Accounts for 19% of the General Fund Expenditures. This includes funding to the Hospital, Public Health Department, VAYA, Senior Services, Social Services and Veteran Services.

Community Services – Accounts for 10% of the General Fund Expenditures. This includes budgets for Cooperative Extension, Addressing/GIS, Inspections, Planning, Construction Administration, Economic Development, Libraries, Parks, Recreation, Tourism, and Soil & water conservation.

Education – Accounts for 35% of the County's General Fund Expenditures. This includes funding to the Granville County Public School System and to Vance-Granville Community College.

Public Safety – Accounts for 23% of the General Fund Expenditures. This includes funding for Animal Management, Detention Center, Sheriff's Office, Emergency Communications, Emergency Management, Forestry Administration, and other emergency services.

Area Projects, Non-Departmental Items, Contributions to Other Funds, and Contingency account for the remaining 6% of the County's General Fund Expenditures.

OTHER FUNDS WHICH ARE ANNUALLY BUDGETED AND INCLUDED IN THE BUDGET DOCUMENT INCLUDE:

Emergency Telephone System Fund (ETSF)

This fund allocates and accounts for the allowable expenditures of the E-911 telecommunications surcharges. The Fund expenditures are budgeted at \$363,724.

R.H. Thornton Library Memorial Fund

This fund is a special revenue fund used to account for the receipts and disbursements made on behalf of the Granville County Library System. The fund is budgeted at \$20,000.

Solid Waste Management – MSW Landfills

The budget provides \$5,701,570 for operation of the County's municipal solid waste (MSW) landfill. Tipping fees for the landfill are recommended to remain at \$38 per ton.

Solid Waste Management – Convenience Centers

The budget for the operation of the convenience centers is \$1,478,800.

Stormwater Management

The budget allocates funding for the Stormwater Management Operations fund to primarily provide services related to the state-mandated Falls Lake Rules. The fund is budgeted at \$351,828.

County Health Plan

The budget provides \$3,689,110 for the County Health Plan. Employer and Employee contributions provide the funding to cover the costs of anticipated claims and administration.

Department of Justice/Treasury Forfeiture Funds

The budget allocates \$500,000 for the Department of Justice/Treasury Forfeiture Funds revenue and expenditures.

DSS Contributions and Entrusted Funds

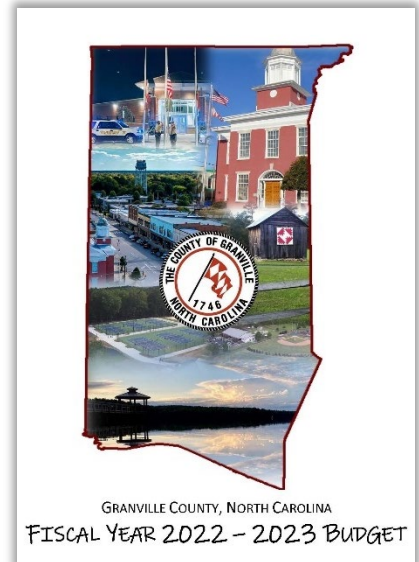
The budget allocates \$200,000 for the DSS Contributions and Entrusted Funds revenue and expenditures.

Sheriff's Special Fund

The budget allocates \$30,000 for the Sheriff's Special Fund revenue and expenditures.

SO, IN SUMMARY: The recommended budget continues current operations and maintains the Ad Valorem tax rate at the prior year's level, in accordance with the Board's directive at the annual planning session, despite the increasing costs of providing these services. This budget also includes a recommendation to fund the newly created Fire Protection & Rescue Service Tax District in a manner consistent with the needs of the County. The local and state economies in fiscal year 2022-2023 and the actions of the state and federal government will be important factors in the performance of this budget. Granville County staff will continue to build relationships with our state representatives and various associations in order to influence positive change for our County.

The Granville County Board of Commissioners has provided consistent and conservative allocation of resources and has acted responsibly in its efforts to maintain services. I believe the County has adequate reserves to remain flexible in the coming years, and staff will continue to monitor the impact of recovery efforts and work to keep the Board informed of the changing economy.



I WOULD LIKE TO TAKE THE OPPORTUNITY TO RECOGNITION THOSE THAT HELPED WITH THIS BUDGET

Department managers and key employees did an outstanding job of compiling their departmental budget requests to meet the County's mission of providing residents with an array of services to enhance their quality of life, through a responsive, effective, and efficient local government. The people working for Granville County Government care about their community and take pride in providing services that make life better for others.

Putting together a budget and producing a budget document requires significant collaboration and communication. The administrative team, under the leadership of Assistant County Manager Korena Weichel, did an outstanding job in refreshing the look and structure of the County's budget document to create an informative and functional document that serves as a management tool and an outline from which to debate policy. The finance department, under the leadership of Finance Director Steve McNally, were invaluable in the development of the annual budget and I appreciate their assistance. And I need to provide a very special thanks to Debra Weary and administrative staff for their support and for making sure that the business of the County continued while many County employees completed the efforts to compile this recommended budget. Thank you!

County Manager Felts stated that that was the completion of the Summary of the 2022-2023 recommended budget. He then requested two things:

- 1) Requested that the County Board of Commissioners call for a budget public hearing during the Board's regular meeting to be held on June 6, 2022.
- 2) Requested a public hearing related to the fire protection and rescue service tax district. He stated that the clerk had provided the Board with a copy of a draft resolution calling for a public hearing to consider adding the Town of Stovall to the Granville County Fire Protection Service District at the request of the Town of Stovall. He continued that they would ask that the resolution be considered and approved that calls for that public hearing to be on June 20, 2022, at the regular meeting of the Granville County Board of Commissioners.

Mr. Felts noted that Stovall is the only municipality to date that has asked to join the fire protection service district. If any municipalities were to ask to join by May 22, 2022, he would ask that the Board allow them to also include them in the public hearing. He noted that May

22, 2022 is the last official date that they can make notice to the County and still provide the required four-week notice to their residents that they have asked to be included in the service district and be in the public hearing on June 20, 2023.

In closing, County Manager Felts announced that the Board Chair has set a budget work session scheduled for May 31, 2022, here at the Expo Center beginning at 9:00 a.m. and noted that it is expected to be an all-day session. He stated that he was happy to answer any questions if there were any at that time.

Chair Cozart thanked County Manager Felts and stated that he presented a lot of information in the budget. He stated that he was amazed that they would be looking at still having a 36% fund balance and that it was impressive with all that has gone on.

County Manager stated that given where we are going with funding enhancements and some of the service expansions, it is better than we had anticipated so we have a little flexibility as we move into that process.

Chair Cozart noted that they did have a request as noted that the Board have a budget public hearing at their regular meeting on June 6, 2022 and asked for a motion to that regard.

Upon a motion by Commissioner Russ May, seconded by Commissioner Sue Hinman, and unanimously carried, the Board approved holding the budget public hearing on the proposed fiscal year 2022-2023 budget on June 6, 2022 during the regular meeting.

BOARD APPROVED RESOLUTION CALLING FOR A PUBLIC HEARING TO CONSIDER ADDING THE TOWN OF STOVALL TO THE GRANVILLE COUNTY FIRE PROTECTION SERVICE DISTRICT AT THE REQUEST OF THE TOWN OF STOVALL

Chair Cozart noted that County Manager Felts explained that Stovall had asked to be included in the fire protection service district and that a public hearing would need to be held on June 20, 2022. He asked that if other municipalities request before the deadline of May 22, 2022, they be added to that public hearing.

Upon a motion by Commissioner David T. Smith, seconded by Timothy Karan, and unanimously carried, the Board approved the public hearing for the Town of Stovall and any other possible municipalities to be added to the Granville County Fire Protection Service District at their requests and the following resolution:

**RESOLUTION CALLING FOR A PUBLIC HEARING TO CONSIDER ADDING
THE TOWN OF STOVALL TO THE GRANVILLE COUNTY FIRE PROTECTION SERVICE DISTRICT
AT THE REQUEST OF THE TOWN OF STOVALL**

WHEREAS, the Town of Stovall adopted a resolution on May 10, 2022 requesting the Granville County Board of Commissioners to include the Town of Stovall in the Granville County Fire Protection Service District; and

WHEREAS, The Town of Stovall has been funding their fire and rescue services through the Town's municipal General Fund; and

WHEREAS, North Carolina General Statutes ("NCGS") § 153A-303 prescribes a process whereby municipalities may request the Granville County Board of Commissioners (the "Board") to consider including municipalities within the county's fire protection service district, which has been created in order to finance, provide, or maintain certain services in addition to or to a greater extent than those financed, provided, or maintained for the entire County; and

WHEREAS, the Town of Stovall acknowledges their responsibility for mailing written notice at least four weeks before the date of the public hearing to all property owners as shown by the county tax records as of the preceding January 1 of all property located in the municipality; and

WHEREAS, the Town of Stovall acknowledges their responsibility to make available a report containing certain specified information to be prepared and filed with the Clerk to the Board; and

WHEREAS, the Board is authorized by NCGS § 153A-303 to extend service districts and levy additional taxes in a county service district to finance the level of service provided in the district that is not provided in the entire county.

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

The Granville County Board of Commissioners resolves to call for a public hearing on June 20, 2022, at 7:00 p.m. at the Granville County Expo and Convention Center at 4185 US Highway 15 South, Oxford, to consider the request from the Town of Stovall to include the Town of Stovall in the Granville County Fire Protection Service District effective July 1, 2022; and

BE IT FURTHER RESOLVED BY THE GRANVILLE COUNTY BOARD OF COMMISSIONERS:

That the Clerk to the Board is hereby directed to make such publication of the notice of public hearing regarding the proposed extension of the Granville County Fire Protection Service District as set forth in NCGS § 153A-303.

PROCLAMATIONS, RESOLUTIONS AND LEGISLATIVE MATTERS

Commissioner May stated that he did not have anything to report at this time but noted that the legislators were going back into the long session in a week or two.

**BOARD APPOINTED CHAD MCHENRY TO THE GRANVILLE COUNTY
CITIZENS ADVISORY COMMITTEE FOR ENVIRONMENTAL AFFAIRS**

Vice Chair Russ May stated that Marshall Floyd, unfortunately, passed away and District 4 is nominating the name of Chad McHenry to fill that position on Granville County Citizens Advisory Committee for Environmental Affairs.

Upon a motion by Commissioner Sue Hinman, seconded by Commissioner Timothy Karan, and unanimously carried, the Board appointed Chad McHenry (District 4) to the Granville County Citizens Advisory Committee for Environmental Affairs.

BOARD APPROVED TWO ONE-STOP SITES IF NEEDED FOR SECOND PRIMARY/RUNOFF ELECTION ON JULY 26, 2022

Chair Cozart stated that the Board of Elections requested approval to operate just one One-Stop site in the event of a second primary/runoff election is required on July 26, 2022. The Board of Elections met on May 10th and discussed the One-Stop needs for a July 26th primary runoff if it is needed. The Board of Elections is considering just having a One-Stop site which will be in Oxford at the Oxford Public Works building. The second site in Creedmoor at the South Branch Library was mandated by the County Commissioners several years ago. The Board of Elections is seeking approval to utilize just one One-Stop site location for a second primary runoff or direction to operate two One-Stop sites. Chair Cozart noted that the County Manager commented in the agenda item that it is significant cost-savings to the county to operate only one One-Stop site should a second primary runoff be needed. Chair Cozart referred Board members to the recommendation they had in their packets related to having just one One-Stop voting site for a primary or a runoff on July 26, 2022.

Commissioner May stated that he would like two locations for the runoff should there be the need for one. He explained that on the southern end, he recommended one in Creedmoor as the Board directed years ago. He continued that he understood the cost savings, but he also understands the convenience of people having to travel to vote and there is a significant population down south.

Commissioner Gooch stated that he also felt the need for two one-stop sites in the county. He continued that partially 60% of our population is in the southern end and honestly, in some districts down there, it is a long haul to Oxford, and he feared that the voters could be viewed as voter suppression.

Commissioner Karan agreed with both Commissioners May and Gooch in that people are creatures of habit, especially in voting and if they have it in their brain that it's a second primary, they will go to the place that they voted previously. He said that going a block or two to the wrong voting site is one thing, but going nine miles out of the way and then having to go another nine miles to get to where you need to vote is a completely different story. He continued that he understood that it is expensive, but what needs to be done is that we pressure

our legislators to do away with the 40% rule so that winner can win the primary election and move on.

Commissioner Russ May said he would like to make a motion to have two one-stop sites to address comments made so all voters will have the opportunity to go to the poll closest to their residence. Commissioner Jimmy Gooch seconded the motion.

Commissioner Hinman asked if there were numbers for how many people voted in Oxford and how many have voted in Creedmoor.

County Manager Felts stated that numbers for this election are not available yet.

Commissioner Hinman stated that that would make a difference in her decision.

Commissioner May stated that there were early voting sites at Tar River Elementary, South Branch Library, and then one location in Oxford. He said that the two locations of South Branch Library and Tar River Elementary would probably be comparable to the one site in Oxford.

When Chair Cozart called for a vote on the motion, it passed unanimously to approve two One-Stop sites in the event a second Primary/Runoff election is required on July 26, 2022

BOARD APPROVED LIMITED-TIME SUSPENSION OF FEES FOR ANIMAL RESCUE ORGANIZATIONS TO PULL DOGS

Chair Cozart stated that the purpose of this request is to request the limited-time suspension of the fees for animal rescue organizations. He stated that the Animal Shelter is requesting to have the fees suspended for rescue organizations to pull dogs from the Granville County Animal Shelter in light of the anticipated acquisition of several dogs which will result in the opening of the old shelter. Having the pull fees waived will assist Animal Management Staff in urging rescue organizations to pull dogs so the Shelter can operate more efficiently in the hopes of consolidating dogs into one shelter over time. He added that the County Manager recommends approval of the Animal Management Director's recommendation.

Commissioner Smith asked how long this suspension will last.

County Manager Felts stated that he would ask that it be waived until we can consolidate back to one shelter location. He continued that as long as he has two shelters open, he would like to have it waived.

Upon a motion by Commissioner Jimmy Gooch, seconded by Commissioner Sue Hinman, and unanimously carried, the Board approved a limited-time suspension of fees for animal rescue organizations to pull dogs.

BOARD APPROVED SCHOOL CATEGORY 1 CAPITAL OUTLAY FUNDING

Chair Cozart stated that the purpose of this item was to authorize County staff to budget and transfer prior approved funding to Granville County Public Schools to address Category 1 Capital Outlay Projects. He continued that in late June 2021, the School System was required to make an emergency repair to a fire alarm system for a school facility. Due to the timing of the need, and after visiting with County Administration staff and the School Liaisons, the County agreed to provide all \$100,000 from the school project contingency funds and the school system agreed to utilize their own local fund balance for the urgent project. The County also agreed to set aside \$500,000 of the State and Local Fiscal Recovery Funds when they determined the final rules for the use of funds.

Chair Cozart stated further that we have discussed this in the past and that the recommendation is to authorize the County Finance Director to appropriate \$500,000 of County General Fund Balance to support the Category 1 Capital Outlay allocation and remit the funds to the Granville County Public School System.

Upon a motion by Commissioner Russ May, seconded by Commissioner Sue Hinman, and unanimously carried, the Board approved authorizing the Finance Director to appropriate \$500,000 of County General Fund Balance to support the Category 1 Capital Outlay allocation and remit the funds to the Granville County Public School System.

BOARD APPROVED THE PAYOUT OF COMPENSATORY TIME FOR TWO EXEMPT POSITIONS

Chair Cozart stated that the purpose of this item is to request the payout of compensatory time for two exempt employees. He continued that the Granville County Personnel Policy allows for exempt (non-elected) positions to earn compensatory time on an hour-for-hour basis beyond their regular workweek of 37.5 hours based on historical practices.

He noted the recommendation from County Manager recommending authorization of the payout of compensatory leave for the two exempt positions as requested by the General Services Director and Board of Elections based on the inability to utilize the time under any reasonable conditions. He then asked if there were any questions and/or comments needed for clarification from the County Manager on this issue.

Commissioner May asked if there was a cap that they are placed on so that we don't get to these excessive numbers.

County Manager Felts stated that the non-exempt employees have a cap but at the time they reach their cap, those extra hours are paid out so regular non-exempt employees have a cap of 240 hours. A non-exempt law enforcement officer, they have a cap of 480 hours by statute. He continued that exempt employees, which are typically your department heads and supervisors that are exempt, do not have a cap. It is a benefit that you provide, and he stated that he should note, that if an exempt employee leaves service with Granville County, you are not obligated to pay these compensatory hours. He stated further that for the most part, most positions are able to earn some and use it and it stays well-balanced, but these two particular departments just have an incredible burden put on them for time that the hours accumulate over time and there is just not the ability to utilize them. He stated that the last time the request was brought to the Board was about ten years ago and the time before that was about 10 years as well. He stated that this is a ten-year accumulation and that it is not something that just happened in a short period of time.

Upon a motion by Commissioner Zelodis Jay, seconded by Commissioner David T. Smith, and unanimously carried, the Board approved t authorizing the payout of compensatory leave for the two exempt positions, General Services Director and Board of Elections Director, based on the inability to utilize the time under any reasonable conditions with funding from the current budget non-departmental cost center.

Commissioner Smith stated that he noticed that Gary Bowen was in attendance of the meeting and that he was aware that Mr. Bowen works a lot of hours, Saturdays, Sundays, and holidays. He thanked Mr. Bowen for his dedication.

COUNTY ATTORNEY'S REPORT

County Attorney Wrenn stated that he did not have anything to report but that he did have a couple of matters for attorney-client privilege.

BOARD PRESENTATIONS

Commissioner Hinman reported that the Commissioners were invited to go to Vance-Granville Community College for their graduation. She noted that she and Commissioners Cozart and May attended and noted that the young people were very impressive. She continued that as hard as the last two years have been to get this accomplished during Covid and not knowing when you would or would not be in class, they got the job done and they understood their assignment. She stated that Commissioner Cozart also understood his assignment

awesomely and that he did a very good job of speaking at the commencement ceremony and thanked him for doing so.

Commissioner thanked Commissioner Hinman for her statement.

Commissioner May stated that they attended the liaison meeting with the schools and hopefully they can work to some type of consensus. He continued that it must be understood that the County Manager has prepared the budget in a way we can best fund the schools based upon our budget needs as well, and as all too often that Commissioners are pitted against the school board and that is not all the way it should be. He stated further that they both have responsibilities to fund a broad range of services and that includes our children as well as the adults that reside in Granville County. Commissioner May stated that he is confident through the process that we are going to do our very best to come to something that is amenable and meets those needs the best we can. Commissioner May continued that he had an opportunity to attend Dr. Cozart's 18th anniversary celebration at his church and it was an incredible event. He noted that Dr. Cozart is not only loved by his community in Warren County, but he is also loved by those in Granville County. He stated that Dr. Cozart did not preach at his anniversary celebration but that he did preach at the Vance-Granville Community College Commencement exercise which was very good. In closing, he noted that he also attended South Granville High School's girls' softball third-round game, a boys' baseball third-round game and at the same time they had a concert that actually filled the auditorium. He said that there is a lot to be proud of what's going on at South Granville High School and he appreciates the leadership of the new Principal Kevin Ferrell and the good things that they are seeing there. He stated further that he is very proud of the Board for taking the steps that it has taken for the fire service districts. He stated that the consultant has done an exceptional job as well as our County Manager in working through it and meeting the needs of the 12-volunteer departments and on top of that, making sure that our services are equitable. Again, he commended the Board for tackling this issue.

Commissioner Karan stated that he just wanted to give another congratulatory remark to Mr. Mills and the economic development commission of his team, with it being a two-man show at this point. He stated that CertainTeed, retaining them in this area with the 37 jobs will go with \$1.2 million dollar reinvestment in their areas is a big part of what Mr. Mills does; keeping the folks that we have currently happy. He stated that workforce has become a pretty

big part of that as well. He also wanted to give out accolades to the Environmental Affairs Committee with Commissioner Jay for responding so quickly to his plea around a stakeholders group for groundwater resources. That committee has chosen to form that subcommittee and study those resources, so he is very appreciative of how responsive government can be when a citizen reaches out and we are there to say that we do not have all the answers, but we are going to try and find out and along the way, we will educate the folks as we go.

He continued that as a point of information, the City of Creedmoor appointed Ed Gleason to fill the remainder of the term of City Commissioner Kechia Brustmeyer-Brown and Emma Albright was sworn in tonight as the Mayor Pro Tem.

Commissioner Gooch stated that since the last meeting, he attended the regular monthly meeting for the Soil Conservation Committee. He said those guys do a tremendous job with very little recognition and they ask very little from the county and thanked them for what they do. He reported that he and Commissioner Jay worked the Spring Clean-Out event on Saturday and things were a little bit slower than expected probably due to rain and the threat of rain. He stated further that he got to attend the South Granville High School Spring Concert with Commissioner May and he stated that it felt really good to be back in South Granville High School. He stated that they were celebrating a teacher who retired after serving there 25 years. He noted that he and Bobby Wheeler missed that teacher by about 25 years as they both graduated from South Granville 50 years ago.

Commissioner Jay reported that while Commissioners Gooch and May were at the concert, he and Commissioner Hinman were at Northern Granville Middle School where students received their Work Keys Certificate. He thanked Economic Development Director Harry Mills for getting Bandag, CertainTeed, and Vance-Granville to attend the program. After students received their certificates, they visited those company representatives and inquired about the workforce at each facility.

Commissioner Smith stated that he owed Chair Cozart an apology for not being able to attend his 18th anniversary, but that his church was in a vote to call their pastor. He reflected back 18 years ago when he and the late Reverend and Deputy Sheriff, Robert Blackwell, and John Wimbush attended Dr. Cozart's first sermon at Cooks Chapel Baptist Church. Fast forward 18 years, he stated that Dr. Cozart is still there and that says a lot for a church. He

continued that he congratulates him and look forward to many more years there at Cook's Chapel.

Chair Tony Cozart thanked Commissioner Smith. He continued that with all the graduations coming up, he really enjoys when you get to see the faces of the students like at the Vance-Granville graduation. He stated that while Granville County has a budget, it really comes alive at such events. He continued that when you see former students come back f to honor their former teacher at the South Granville High School event; it just lets you know that we have a lot going on and the advancement because some of these young people, they have gone on and made great careers. So, the seeds that we plant with our young people are important. He continued that he is so proud that students are positioning themselves to feed into the system and not take from the system. He continued that he just wanted to thank the Board for what they do and noted how important the encouragement that we are able to give out to our young people is because all of us one day want to see that bucket bigger of people pouring into a system so that it will not be so hard on those who are trying to take care of others who have all kinds of mental health and physical problems. He thanked the Board for their encouragement and support, and he appreciates it so much.

Chair Cozart stated that he also wanted to commend Economic Development Director Harry Mills as he has heard so many wonderful things about how the industrial community has really reached out to the employees at Santa Fe and how the management at Santa Fe has been able to have other industries reach out to their employees. He added that it is heart-warming to see people working hard trying to help the Sante Fe employees get placed in other companies. He stated that many of them are Granville County citizens and we surely want the best for them. He thanked Mr. Mills for all the work that he has been doing in trying to make those connections.

ANY OTHER MATTERS

Commissioner Sue Hinman noted that she wished everyone could have seen Chair Cozart's face when they said that all the children graduated from Vance-Granville Community College. She said you would have thought each one of them was his child and it just made everyone, including her feel great. She stated that Chair Cozart did a great job.

BOARD WENT INTO CLOSED SESSION

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

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

BOARD ADJOURNED

Upon a motion by Commissioner Jimmy Gooch, seconded by Commissioner Sue Hinman, and unanimously carried, the Board adjourned the meeting at 9:08 p.m.

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

APPROVED BY:

Tony W. Cozart, Chairman



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: February 1, 2023
Title: **Presentation on 2021 Community Health Assessment and Opioid Epidemic Response**

PURPOSE:

To hear a presentation from Granville Vance Public Health Department leadership on the recent 2021 Community Health Assessment and get an update on the department's response to the opioid epidemic.

BACKGROUND:

A community health assessment (CHA) is a systematic process to collect and analyze community health information and prioritize community health issues. Granville Vance Public Health, along with many partners across both counties, conducts a CHA every three years. The last CHA for Granville and Vance Counties was conducted in 2021.

Granville Vance Public Health conducted the 2021 Community Health Assessment for Granville and Vance Counties in partnership with the NC Institute of Public Health, Triangle North Healthcare Foundation, and a CHA Steering Committee. Over the course of 9 months, the group gathered information directly from community residents through surveys and forums and reviewed state and national data.

The group identified three community health priorities as the most important and actionable issues to address to improve the health and well-being of Granville and Vance County residents:

- Mental health and substance use disorder
- Engaging Youth for Community Health and Safety
- Healthcare Access

Health equity was also identified as an underlying theme that influences how community health issues are addressed within Granville and Vance Counties.

ATTACHMENTS:

Revised Granville Vance Fact Sheet

Granville Vance Public Health Response to Opioid Crisis

GC BOCC Meeting 2.6.23

ACTION TAKEN:

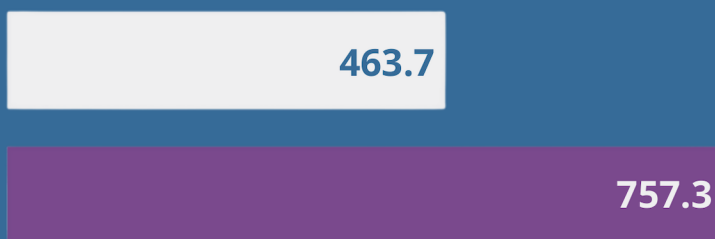
Granville-Vance Opioid Epidemic Fact Sheet

Since 2019 **statewide opioid overdose death rates** have increased from 22.2 to 35.8 people per 100,000. This pattern can be observed in Granville-Vance through the metrics provided below:

Drug overdose rates in Granville-Vance were **higher than the state average** in 2021



There are approximately **63% more** people in treatment programs in Granville Vance than the state average



The rate of community overdose reversals recorded in Granville-Vance was **higher than the state average** in 2021



With funds made available through the Community Linkages to Care Grant, GVPH has made an extraordinary impact in providing resources and services to people who use drugs living in their jurisdictions

2651

Naloxone kits distributed

257

Lives saved through overdose reversal reported to GVPH

318570

Syringes dispensed

175

Justice involved people reached for substance use services



567

Individuals served by local Syringe Service Program



Granville Vance Public Health

Response to Opioid Crisis: Opioid Prevention & Treatment



When the cause of death is clear & present, and also preventable, public health intervenes together with community to determine the most effective action.

-Lisa Macon Harrison

BACKGROUND

In the last three Community Health Assessments conducted by GVPH, mental health and substance abuse together were identified as a top health challenge facing our Counties.

- 43% of Granville and 53% of Vance County residents selected drug abuse as the most important issue impacting the health of their community.
- 27% of Granville County residents and 38% of Vance County residents have had a friend or a family member that has been affected by the use of prescription painkillers, opioids, or heroin.



Opioid Overdose Rates

OOD prevalence data	NC	Granville	Vance
Rate of Unintentional Opioid Overdose Deaths per 100,000 (2020)	25.3	16.5	35.8
Rate of Opioid Overdose ED Visits per 100,000 (2021)*	81.1	79.4	136.4

*2021 ED data are provisional and subject to change; 2021 population data are not yet available, 2020 was used as a proxy for 2021 rate calculations.

Major Milestones

6,403 naloxone kits distributed

813 community overdose reversals reported

10X growth in number of participants served from 39 participants in 2016 to **375** participants in 2020

330,844 syringes distributed

158,377 syringes returned for safe disposal

Granville Vance Public Health has been an early leader, seeking to address the opioid crisis in North Carolina.

Integrated Care Outreach Network

- The Integrated Care Outreach Network (ICON) Consortium serves community members across the tri-county (Granville, Vance, and Warren Counties) area by advocating for responsive, high quality, compassionate, and cost-effective integrated healthcare through strategic policy and systems change identified and implemented by collaborative leadership of rural healthcare organizations. Integrated care is the whole person approach to educating, screening, and providing streamlined services to community members that need behavioral healthcare along with their physical care. While this is a cultural shift, we are advocating for integrated care building upon our current community resources working collaboratively to create strategic policy and systems change to improve the quality and access of healthcare in our community.

REGIONAL STEPPING UP INITIATIVE

- A National Initiative to reduce the number of people with mental illnesses in jails by providing a framework to assist counties with development & implementation of systems-level plans.
- GVPH facilitates monthly case management meetings with local community organizations to provide linkages to care and support services for individuals with MH and substance use disorders, including opioids. These meetings, currently held in Granville, Vance, Franklin, and Warren counties, offer an opportunity to explore options for stabilization and diversion.

COMMUNITY LINKAGES TO CARE (CLC)

- GVPH partners with North Carolina Harm Reduction Coalition to provide funding, resources, and other organization support for their Syringe Services Program. These efforts make it possible for individuals with substance use disorder to have access to harm reduction services, naloxone, HIV testing/treatment, mental health services, and more.
- Dr. Shauna Guthrie provides MAT services in the Vance County Detention Center in the form of buprenorphine treatment for individuals that were on buprenorphine prior to incarceration.

Medication for Opioid Use Disorder (MOUD)

- Medications for Opioid Use Disorder (MOUD) is an approach to opioid use treatment that combines the use of FDA-approved drugs to reduce cravings and withdrawal symptoms with counseling, skills development, or other behavioral therapies for people diagnosed with opioid use disorder (OUD).
- GVPH provides harm reduction and education around opioid misuse, addiction, and crisis.
- Individualized services, group medical visits, evidence-based MOUD services, and the opportunity to treat the whole person is unique opportunity that GVPH offers.

Follow us on:

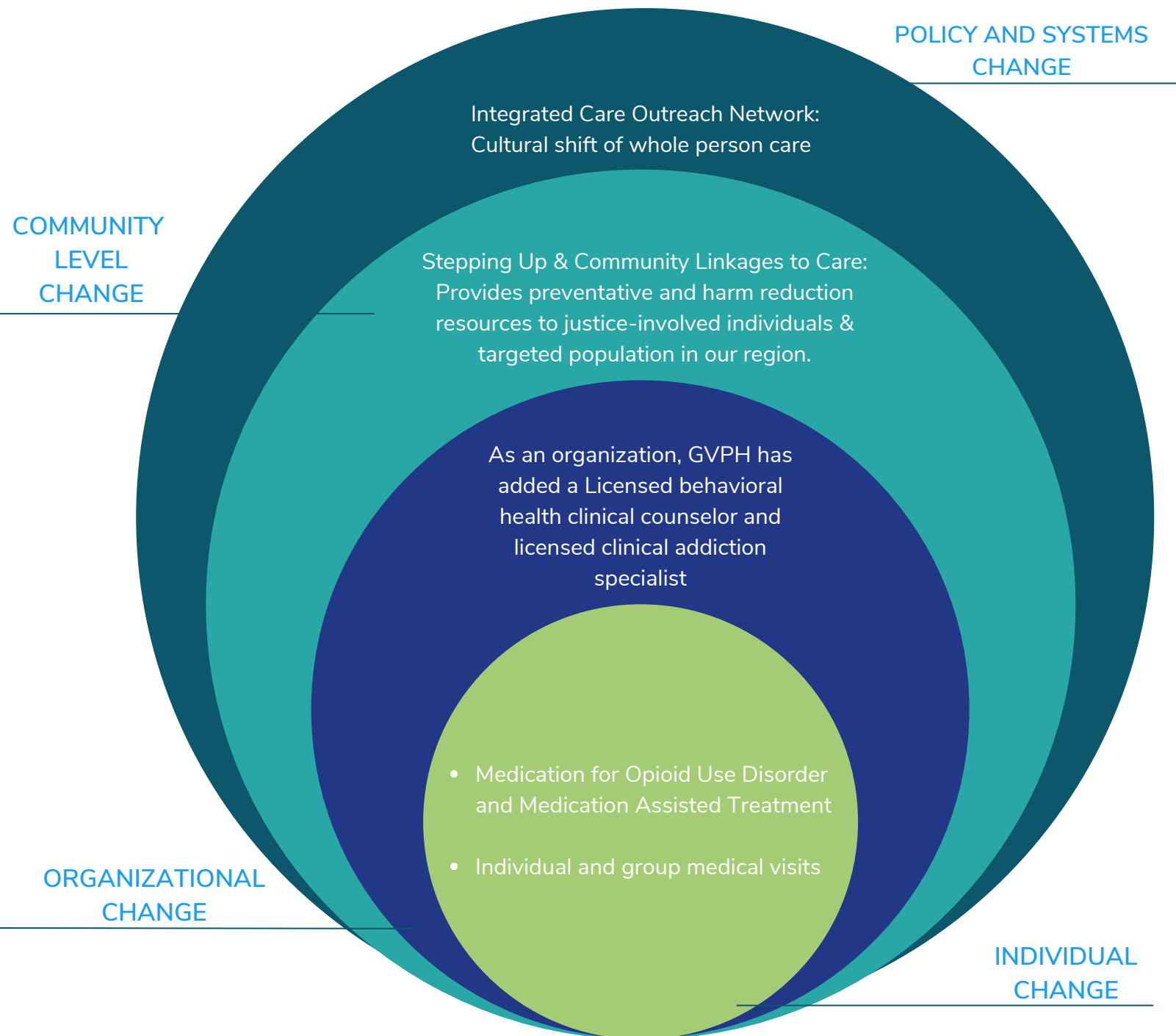
 @granvillevancedhd

 @granvillevance3



GRANVILLE VANCE

public health





GRANVILLE VANCE
public health

2021 Community Health Assessment

Granville County Board of County
Commissioners

February 6, 2023



GRANVILLE VANCE
PUBLIC HEALTH

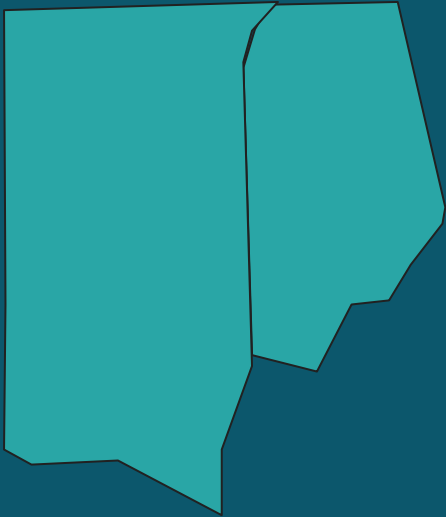
Your Environment.
Your Community.
Your Health.

COMMUNITY
HEALTH
Assessment

2021



2021 CHA Overview



- Every three years, Granville Vance Public Health (GVPH) conducts a Community Health Assessment (CHA). The purpose of a community health assessment (CHA) is to collect and analyze data to determine the needs of a community, as well as identify community resources and assets that can improve the community's health and wellbeing.
- In September 2021, Granville Vance Public Health (GVPH) convened a steering committee of stakeholders representing health care, government, mental health, law enforcement, education, and other sectors in Granville and Vance Counties to conduct this assessment.
- The CHA Team worked from August 2021 to May 2022 to collect and analyze data, present it for discussion to the steering committee and community members, and set three priorities that represent the counties' needs and concerns.



Mental Health & Substance Use



Secondary Data

Drug Overdose Deaths: In 2020, Vance County had a rate of **40 per 100,000** and Granville County had a rate of **18 per 100,000**. The HNC 2030 goal was **18 per 100,000** drug overdose deaths.

The suicide mortality rate for Vance County was **12.8 per 100,000** and **13.9 per 100,000** for Granville County.



Primary data: CHOS

Substance use ranked #2 as a top health issue, selected by **39%** of Granville respondents and **37%** of Vance respondents.

Mental health services ranked #1 as a top health service need, selected by **47%** of Granville respondents and #3 by **42%** of Vance respondents.



Primary data: Focus Groups

Limited options available for those seeking recovery services

Barriers highlighted by Latinx group were insurance or cost

Youth group indicated that substance use has become a **norm** within community



Community Voices

"But drugs is a major thing in our community. It's killing people. It's causing people to commit crimes and do other things they normally wouldn't do."

"Like it's gotten to the point where like if someone does a certain type of drug or whatever, you're just like "Oh that's normal."



Healthcare Access



Secondary Data

Physicians in 2019 - **19.7 per 10,000** Granville residents and **15.7 per 10,000** Vance residents

Granville and Vance each have **2** hospice facilities. Vance has no adult care facilities and Granville has **4** facilities.

The 2019 uninsured rate for Granville residents ages 18-64 was **15.9%** and **18.4%** for Vance residents.



Primary Data: CHOS

Access to care ranked as top health issue by **19%** of Granville respondents and **13%** of Vance respondents.

Low-cost clinics ranked as top need by **38%** of Granville respondents and **43%** of Vance respondents.



Primary Data: Focus Groups

Concerns about the **quality of care** and **cost**.

Need for **culturally appropriate information**.

Barriers include insurance, trust, transportation, and discrimination.



Community Voices

"..there's a real lack of access to interpreters here.."

"I think sometimes we have a lot of good resources, but they are not marketed well to the people who need the services."



Engaging Youth for Community Health & Safety



Secondary Data

In 2019, Vance County's child mortality rate was **16 per 100,000**, much higher than Granville County (**9 per 100,000**).

HNC 2030 Goal: Increase 3rd grade reading proficiency to 80% . Granville (52%) and Vance (50%).



Primary Data: CHOS

School Health Center ranked as a top service need by **24%** of Granville County residents and **28%** of Vance County residents.

Gang activity was ranked at a #5 top safety concern by **18%** of Vance County respondents.



Primary Data: Focus Groups

Youth and child health identified as priority among participants.

Recreational opportunities deemed essential to support physical and mental health.

Youth and adult participants expressed concerns about **gang violence** within community



Community Voices

"That sounds depressing. Like no future, that's like so depressing. Just looking at that like, God. We are miserable."

"Most of them aren't doing stuff cause they ain't got nothing better to do with their time."

Thank You



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: January 29, 2023
Title: **Public Comments**

PURPOSE:

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

Public comments are limited to 3 minutes.

ACTION TAKEN:



Granville County

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

To: Board of Commissioners
From: Adonica Hampton
Department: Social Services
Date: January 31, 2023
Title: **Approval of DSS Computer Purchases**

PURPOSE:

To consider the purchase of 13 desktop computers and 4 laptop computers for Department of Social Services staff in accordance with the department's 2022/2023 computer rotation plan.

BACKGROUND:

The department rotates computers every four years as departmental budget allows. Attached is a quote from SHI, a North Carolina State Contract vendor, for 17 employee computers for this state fiscal year at a cost of one-time cost of \$23,015.30. The purchases have also been approved by and coordinated through Granville County I.T. Department.

FUNDING:

Funding is available through the department's computer services budget.

RECOMMENDATION:

The DSS Director recommends approval to purchase of 13 personal computers and 4 laptops in accordance the departments 2022/2023 computer rotation plan from the vendor SHI in the amount of \$23,015.30.

ATTACHMENTS:

SHI Quote - 22984498

ACTION TAKEN:

**Pricing Proposal**

Quotation #:	22984498
Description:	DSS Budget Quote
Created On:	Jan-19-2023
Valid Until:	Jan-31-2023

County of Granville NC**Chris Brame**

141 Williamsboro St

OXFORD

NC

27565

US

Phone:

Fax:

Email: chris.brame@granvillecounty.org[Click here](#) to order this quote

All Prices are in US Dollar(USD)

Product	Qty	Your Price	Total
1 Dell Latitude 5530 - 15.6 - Core i7 1265U - 512 GB SSD Dell - Part#: TTWCC Contract Name: PubSec - StateLocal North Carolina	4	\$1,724.00	\$6,896.00
2 Dell OptiPlex 7090 - SFF - Core i7 10700 2.9 GHz - vPro - 16 GB - SSD 512 GB Dell - Part#: TKY08 Contract Name: PubSec - StateLocal North Carolina	14	\$1,128.00	\$15,792.00
3 Dell P2422H - LED monitor - Full HD (1080p) - 24" Dell - Part#: DELL-P2422H Contract Name: Omnia Partners - IT Solutions	2	\$198.81	\$397.62
Subtotal			\$23,085.62
Shipping			\$0.00
*Tax			\$1,558.28
Total			\$24,643.90

*Tax is estimated. Invoice will include the full and final tax due.

The Products offered under this proposal are resold in accordance with the [SHI Online Customer Resale Terms and Conditions](#), unless a separate resale agreement exists between SHI and the Customer.



Granville County

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

To: Board of Commissioners
From: Sheriff Robert Fountain
Department: Sheriff's Office
Date: February 2, 2023
Title: Purchase Request for Two Official Use Vehicles

PURPOSE:

To receive approval for the purchase of two (2) Official Use Vehicles for the Granville County Sheriff's Office. The request is as follows:

- The Sheriff's Office is requesting to expend up to \$75,000.00 from the Sheriff's Office General Fund Account #10-4310-540 (Capital Outlay Cars) to purchase two (2) Official Use Vehicles. The purchase will be conducted through a Performance Automotive Company government sales contract.

BACKGROUND:

The Sheriff's Office is in the process of outfitting the existing fleet with Utility All-Wheel Drive and 4 Wheel Drive vehicles to provide improved capabilities and response times during hazardous weather environments. Additionally, this type of vehicle will provide more working space for the Deputy or Investigator.

Pricing was received for the equipment listed above and is contingent on the vehicles being in stock. This will serve as an estimated price not to exceed \$75,000.00:

Performance Automotive	1. 2022 Ford PI Utility, AWD	\$34,284.02
Government & Fleet Sales	2. 2022 Ford F-150 Responder	<u>\$35,776.04</u>
605 Warsaw Road		
Clinton, NC		Total: \$70,060.06

A copy of the received quotes is attached as well as a list of the vehicles being surplus along with these purchases.

FUNDING:

Funds are available for this purchase from the Sheriff's Office General Fund, Account #10-4310-540 (Capital Outlay Cars).

RECOMMENDATION:

The Sheriff recommends approval for the purchase of two (2) Official Use Vehicles in the amount of up to \$75,000.00 utilizing the Sheriff's Office General Fund Account.

ATTACHMENTS:

Quote - Performance Auto

ACTION TAKEN:

ATTACHMENTS:

GCSO Vehicle Surplus and Purchase Tracker

F-150 Quote

PI Quote

ACTION TAKEN:

Granville County Sheriff's Office Vehicle Replacement Tracker

SURPLUS

2012 Ford Explorer - Asset# 21358
(mileage not available / battery dead)

2014 Ford Expedition - Asset# 21391
(mileage approx. 130,000)

2016 Chevy Tahoe - Asset# 21449
(mileage approx. 180,000)

2016 Ford Expedition - Asset# 21480
(mileage approx. 120,000)

2018 Ford Expedition - Asset# 21490
(mileage approx. 60,000)
Vehicle Accident

2019 Dodge Charger - Asset# 21562
(mileage approx. 50,000)
Vehicle Accident -Totaled

New Asset Replacement

2023 Chevy Suburban - Asset# 21601

2023 Chevy Suburban - Asset# 21602

2023 Chevy Tahoe Asset# (pending)

2023 Chevy Tahoe Asset# (pending)

2022 F-150 Responder Asset# (pending)

2022 Ford PI Utility, AWD

Performance Automotive Government Sales Division

January 25, 2023

Amy Hill
Government Fleet Sales
Office 336-687-7964
ahill@ramclinton.com

NC State Contract #202100002

2022 Ford F-150 Responder -Crew Cab, Short Bed Police Pursuit/SSV	\$34,229.74
Remote Keyless Entry	\$ 319.60
Rear Privacy Glass with Defroster	\$ 300.80
Fog Lamps	\$ 131.60
Running Boards	\$ 235.00
Bedliner	<u>\$ 559.30</u>

TOTAL PRICE: **\$35,776.04**

Remit to:

Amy Hill
Performance Automotive
Government & Fleet Sales
213 Clinton, NC 28328
ahill@ramclinton.com
(336) 687-7964

Performance Automotive Government Sales Division

January 25, 2023

Amy Hill
Government Fleet Sales
Office 336-687-7964
ahill@ramclinton.com

NC State Contract #202100002

2022 Ford PI Utility, AWD	\$33,212.42
3.3L V-6 Direct Injection Gasoline Engine	
Police Pursuit/SSV	
Pre-Wiring for Gill LED Lights, Sirens, Speaker	\$ 47.00
Remote Keyless Entry	\$ 319.60
Reverse Sensing System	\$ 258.50
18 Inch Painted Aluminum Wheels	<u>\$ 446.50</u>

TOTAL PRICE: **\$34,284.02**

Remit to:

Amy Hill
Performance Automotive
Government & Fleet Sales
213 Clinton, NC 28328
ahill@ramclinton.com
(336) 687-7964



Granville County

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

To: Board of Commissioners
From: Sheriff Robert Fountain
Department: Sheriff's Office
Date: February 2, 2023
Title: **Approval of Consulting Contract for Granville County Sheriff's Office**

PURPOSE:

The purpose of this item is to seek approval of a six month consulting contract (extension) for Mr. Rob Bailess to continue serving the Granville County Sheriff's Office through the end of FY23-24.

BACKGROUND:

Granville County and Mr. Rob Bailess with Bailess Group, LLC entered into a consulting arrangement effective Jan. 1, 2022, for a twelve month period, under which Mr. Bailess was to assist with CALEA accreditation, assist with the asset forfeiture program, and to provide guidance on narcotics investigations and grant opportunities.

The newly elected Sheriff, Robert Fountain, wishes to continue these and other consulting services through the end of the fiscal year and has brought forward an new, broader consulting agreement to cover Jan. 1, 2023 – June 30, 2023.

FUNDING:

Additional funds for this new period, estimated at \$37,000, shall be paid out of the Sheriff's Office FY 22-23 budget.

RECOMMENDATION:

The Sheriff and County Manager recommend approval of this contract.

ATTACHMENTS:

Consulting Agreement
Scope of Work

ACTION TAKEN:

**STANDARD AGREEMENT
FOR
CONSULTING SERVICES**

THIS AGREEMENT (the "Agreement") is entered into and effective January 1, 2023 (the "Effective Date"), by and between the **GRANVILLE COUNTY**, a body politic and corporate of the State of North Carolina, whose address is P.O. Box 906 (mail); 104 Belle Street (delivery), Oxford, NC 27565 hereinafter referred to as "**County**" and **BAILESS GROUP, LLC**, a North Carolina limited liability company, hereinafter referred to as the "**Consultant**". Subject to the terms and conditions hereinafter set forth, the County hereby agrees to contract with the Consultant for certain services and the Consultant agrees to provide such services.

W I T N E S S E T H:

WHEREAS, the Granville County Sheriff (the "Sheriff") has identified Consultant as capable of providing law enforcement consulting services as more particularly described hereinbelow; and

WHEREAS, the parties wish to enter into a written agreement memorializing certain terms of the agreement.

NOW, THEREFORE, in consideration of the mutual promises herein set forth and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. DESCRIPTION OF THE SERVICES: Consultant shall act as a Consultant for providing those certain law enforcement consulting services more particularly described in **Exhibit A** attached hereto and incorporated herein by reference (the "Services").

2. RATE, SOURCES, AND METHODS OF PAYMENT:

2.1 The County shall pay the Contractor for Services at the rate of \$74.00 per hour a total amount for Services performed not to exceed \$37,000.00. Contractor will bill for Services performed based on an hourly basis as herein set forth. The County shall also pay Contractor for approved reimbursable expenses, which shall specifically include but not be limited to, all mileage at the then current federal/GSA rate, all meals will be billed at the per diem federal GSA rate for Oxford, NC, and any other pre-approved expenses shall be reimbursed at actual cost. All costs shall be itemized and included on the monthly invoices as set forth below. If additional work is needed that exceeds the Services described in **Exhibit A**, Contractor shall inform the County; provided, however, no such work shall commence without County's prior written authorization. Any such additional services shall be performed at the rate \$74.00 per hour.

2.2 County agrees to pay for Services, satisfactorily performed, in accordance with this Agreement. Unless otherwise specified, Consultant shall submit an itemized invoice to County by the end of the month following the month in which Services are performed showing the Services performed as of the invoice date including a detailed description of the services

performed, who performed the services, and the number of hours worked by each person performing services per day. Said invoices shall be inclusive of all Consultant's previously authorized subcontractors' fees (if any) and County shall have no obligation to pay any subcontractor other than through payment of Consultant's regular invoices. Reimbursement to the Consultant will be made based on invoices received from the Consultant. Payment will be processed promptly upon receipt and approval of the invoice by County. The Consultant shall submit all invoices applicable under the terms of this Agreement within thirty (30) days of the Agreement termination date. All invoices shall specify the amount paid for labor, materials, and any applicable taxes including, but not limited to, sales taxes. Any sales taxes shall specify the entity (state or local) to whom taxes are paid and the amount of taxes paid to said entity. If any amount owed under the terms hereof is disputed, County shall pay Consultant the amount not in dispute and shall retain the disputed amount until such time as the dispute is settled or a judgment is entered in accordance with applicable law. No payments shall be made to Consultant until IRS form W-9 and other necessary forms required by applicable law have been completed.

3. TERM: The Services contemplated by the Agreement shall begin on the Effective Date hereof and continue until June 30, 2023.

4. CONSULTING SERVICES: Consultant represents that it is capable of working on assigned tasks or projects without the direct supervision of County and shall perform said tasks or projects in a professional manner and in accordance with the standards of applicable professional organizations and licensing agencies. The parties agree that Consultant is rendering Services to the County as an independent contractor, not as an employee or agent. Nothing contained herein shall, or shall be construed to, create a partnership, joint venture, or any other relationship between the parties hereto. In Consultant's capacity as an independent contractor, Consultant shall file all required tax returns and reports, withhold and/or pay all required federal, state and local wage and employment related taxes, including, but not limited to, federal income taxes, social security taxes and unemployment taxes, with respect to the amounts paid to Consultant under this Agreement.

5. NO AGENCY: Consultant shall have no authority to contract for or on behalf of the County, to incur obligations or indebtedness for or on behalf of the County, or in any way to bind the County.

6. TERMINATION OF AGREEMENT: This Agreement may be terminated by either party upon either party's material breach of any of its obligations hereunder and such breach is not cured within thirty (30) days from the receipt of written notice from the non-breaching party to the breaching party; provided, that such notice and an opportunity for the breaching party to cure shall not be required if a same or substantially similar breach by the breaching party occurs more than twice in any six (6) month period. If the breach is not susceptible to being cured within thirty (30) days, the non-breaching party may not terminate this Agreement if the breaching party commences to cure the breach within such thirty (30) day period and proceeds thereafter with reasonable diligence to cure the breach and such breach is cured by breaching party within sixty (60) days. Upon such termination, the parties shall be entitled to such additional rights and remedies as may be allowed by relevant law.

The County shall have the right to terminate this Agreement at any time without cause so long as the County is not in breach of any of its material obligations hereunder. Consultant shall be compensated in full for work completed. Termination of this Agreement whether for cause or without cause shall not form the basis of any claim for loss of anticipated profits by either party.

7. **STANDARD OF CARE:** The standard of care applicable to Consultant's services will be the degree of care and skill ordinarily exercised by consultants performing the same or similar services in the same locality at the time the services are provided.

8. **INSURANCE AND INDEMNITY:** Consultant shall indemnify and hold harmless the County and its officials, agents, and employees from and against all claims, damages, losses, and expenses, direct, indirect, or consequential (including but not limited to fees and charges of engineers or architects, attorneys, and other professionals and costs related to court action or arbitration) to the extent arising out of or resulting from the negligence performance of this Agreement or the negligent actions of the Consultant or its officials, employees, or contractors under this Agreement or under the contracts entered into by the Consultant in connection with this Agreement. This indemnification shall survive the termination of this Agreement.

Consultant shall purchase and maintain during the life of this Agreement, with an insurance company acceptable to County, authorized to do business in the State of North Carolina, the following insurance:

AUTOMOBILE LIABILITY - Bodily injury and property damage liability insurance covering all owned, non-owned, and hired automobiles for limits for bodily injury of not less than \$1,000,000 combined single limit.

COMMERCIAL GENERAL LIABILITY - Bodily injury and property damage liability shall protect the Consultant, and any subcontractor performing work under this contract, from claims of bodily injury or property damage which arise from operation of this Agreement, whether such operations are performed by Consultant, any subcontractor, or anyone directly or indirectly employed by either. Nothing herein shall be read to allow subcontractors to provide services hereunder without County's prior written consent. The amounts of such insurance shall not be less than \$1,000,000 bodily injury each occurrence/\$2,000,000 aggregate and \$1,000,000 property damage each occurrence/\$2,000,000 aggregate. This insurance shall include coverage for products/completed operations, personal and advertising injury liability and contractual liability in an amount not less than \$1,000,000 each occurrence/\$2,000,000 aggregate. The liability insurance coverage amounts may be satisfied with a combination of primary and excess/umbrella coverage.

WORKERS' COMPENSATION - Meeting the statutory requirements of the State of North Carolina if required by law to maintain such insurance. Said Workers' Compensation insurance shall have at least the following limits: Employers Liability - \$100,000 per accident limit, \$500,000 disease per policy limit, \$100,000 disease each employee limit.

PROFESSIONAL LIABILITY - Insuring against professional negligence/ errors and omissions on a claims-made basis with policy limits of \$1,000,000 per claim/\$2,000,000 annual aggregate. "Tail" coverage will be required at the completion of this Agreement for a duration of thirty-six months, or the maximum time period reasonably available in the marketplace. Engineer shall furnish certification of "tail" coverage as described or continuous "claims made" liability coverage for 36 months following completion of its services under this Agreement. Continuous "claims made" coverage will be acceptable in lieu of "tail" coverage provided its retroactive date is on or before the effective date of this Agreement. If Continuous "claims made" coverage is used, Engineer shall be required to keep the coverage in effect for a duration of not less than thirty-six months from the end of this Agreement. This will be a condition of the final acceptance of work or services.

County shall be named an additional insured under all such policies (except workers' compensation and professional liability). Certificates of such insurance will be furnished and shall contain the provision that County will be given thirty (30) days written notice of any intent to amend or terminate by either the Consultant or the insuring company.

9. OWNERSHIP OF WORK: All work and any documents prepared by the Consultant for or on account of this Agreement shall be owned by the County, and the County shall have all common law, statutory and other reserved rights, including the copyright provided, however, Consultant shall retain ownership of its processes and spreadsheet applications. Submission or distribution of documents to meet official regulatory requirements or for similar purposes in connection with the project is not to be construed as publication in derogation of the County's reserved rights.

10. NOTICES: Any notice required under this Agreement will be in writing, addressed to the appropriate party at the address which appears below (as modified in writing from time to time by such party) and given personally, by registered or certified mail, return receipt requested, or by a nationally recognized overnight courier service, delivery confirmation requested. All notices shall be deemed effective upon the date of receipt or three (3) days following deposit in registered or certified mail or with a nationally recognized overnight courier service, whichever is first.

COUNTY:

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

With copies to:
Robert Fountain
Granville County Sheriff
525 New Commerce Drive
Oxford, NC 27565

And

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

CONSULTANT: Bailess Group LLC
Attn: Robert E. Bailess
5687 Salem Farm Road
Oxford, NC 27565

11. AUDIT RIGHTS: For all work being performed under this Agreement, the County has the right to inspect, examine, and make copies of any and all books, accounts, records and other writing relating to the performance of the work. Audits shall take place at times and locations mutually agreed upon by both parties, although the Consultant must make the materials to be audited available within one (1) week of the request for them.

12. SAFETY: Consultant and its employees, agents or subcontractors will observe the posted safety requirements of the County and those required by law. Consultant is responsible for the safety of its employees, agents or subcontractors at all times while on the County's premises.

13. COUNTY NOT RESPONSIBLE FOR EXPENSES: County shall not be liable to Consultant for any expenses paid or incurred by Consultant unless otherwise agreed in writing.

14. EQUIPMENT: Consultant shall supply, at its sole expense, all equipment, tools, materials, and/or supplies required to provide contracted services unless otherwise agreed in writing.

15. NONDISCRIMINATION IN EMPLOYMENT: Consultant shall not discriminate against any employee or applicant for employment because of age, sex, race, creed, national origin, or disability. Consultant shall take affirmative action to ensure that applicants are employed and that employees are treated fairly and legally during employment with regard to their age, sex, race, creed, national origin, or disability. In the event Consultant is determined by the final order of an appropriate agency or court to be in violation of any non-discrimination provision of federal, state or local law or this provision, this Agreement may be canceled, terminated or suspended in whole or in part by County, and Consultant may be declared ineligible for further County contracts.

16. COMPLIANCE WITH LAWS: Consultant represents that it is in compliance with all Federal, State, and local laws, regulations or orders. The implementation of this Agreement will be carried out in strict compliance with all Federal, State, or local laws regarding discrimination in employment.

17. SUCCESSORS AND ASSIGNS: Consultant shall not assign its interest in this Agreement without the prior written consent of the County.

18. ENTIRE AGREEMENT: This Agreement, including all documents attached hereto, shall constitute the entire understanding between County and Consultant and shall supersede all prior understandings and agreements relating to the subject matter hereof and may be amended only by written mutual written agreement of the parties. In the event of conflicts between the Agreement documents, this Agreement shall take precedence.

19. SEVERABILITY: Should any provision, portion or application thereof of this Agreement be determined by a court of competent jurisdiction to be illegal, unenforceable, or in conflict with any applicable law or constitutional provision, the parties shall negotiate an equitable adjustment in the affected provisions of this Agreement with a view toward effecting the purpose of this Agreement, and the validity and enforceability of the remaining provisions, portions or applications thereof, shall not be impaired.

20. HEADINGS: The subject headings of the paragraphs are included for purposes of convenience only and shall not affect the construction or interpretation of any of its provisions. This Agreement shall be deemed to have been drafted by both parties and no purposes of interpretation shall be made to the contrary.

21. THIRD-PARTY BENEFICIARIES: None of the obligations and duties of Consultant or County hereunder shall in any way or in any manner be deemed to create any obligation of Consultant or County to, or any rights in, any person or entity not a party hereto. This Section shall survive the expiration or termination of this Agreement.

22. GOVERNING LAW; JURISDICTION; VENUE: The construction and performance of this Agreement shall be governed by and construed pursuant to the laws of the State of North Carolina. Venue for any legal actions initiated concerning this Agreement or arising in any way from and out of this Agreement shall be brought in the appropriate state court sitting in Granville County, North Carolina, having jurisdiction over said claim. The parties waive any right they may have to venue in any other jurisdiction. Said court located in Granville County, North Carolina shall have exclusive jurisdiction over disputes under this Agreement. Consultant consents to the personal jurisdiction of said court.

23. VOLUNTARY EXECUTION: By signing below the parties hereto certify that they have read the entire contents of this Agreement; have individually been afforded sufficient opportunity to obtain independent legal advice prior to executing this Agreement; fully understand the provisions set forth in this Agreement and acknowledge that each term, condition and provision is fair and reasonable; and, that each party has received a signed copy of this Agreement.

24. COUNTERPARTS: To facilitate execution, this Agreement may be executed by handwritten signing or by electronically transmitted facsimile of such signing, either of which shall create a validly executed document, in as many counterparts as may be required.

25. E-VERIFY: Consultant warrants that it is and shall at all times remain in compliance with the "E-Verify" provisions of Article 2, Chapter 64 of the North Carolina General Statutes. Further, Consultant shall require that all subcontractors providing services related to this Contract be and remain in compliance with Article 2, Chapter 64 of the North Carolina General Statutes. Failure to meet the requirements of this subsection shall be an event of default hereunder.

26. RESTRICTED COMPANIES LISTS. Consultant represents that as of the date of this Agreement, Consultant is not included on the Final Divestment List created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.58. Consultant also represents that as of the date of this Agreement, Consultant is not included on the list of restricted companies determined to be engaged in a boycott of Israel created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.81.

[REMAINDER OF PAGE INTENTIONALLY BLANK; SIGNATURE PAGE FOLLOWS]

BAILESS GROUP LLC

*Robert E. Bailess
5687 Salem Farm Road
Oxford, NC 27565
Telephone: (423) 791-4785
Email: rbailless@bailessgroup.com*

Client: The County of Granville, North Carolina, and the Granville County Sheriff's Office (GCSO).

Project:

- I. Provide guidance and expertise relative to narcotics investigations.
- II. Maintain oversight and supervision of the GCSO Asset Forfeiture Program through compliance with the U.S. Department of Justice and Treasury Guidelines.
- III. Facilitate grant awards on specified law enforcement programs.
- IV. Assist with equipment acquisition and Board Agenda items.
- V. Assist the GCSO with policy development and accreditation.

Role: Criminal Investigation Policy and Procedure Advisor to the GCSO.

Vision: To assist the Special Operations Division with development of criminal investigations and interdiction.

To provide quality control and public confidence for the GCSO asset forfeiture program, a significant law enforcement tool and source of added revenue.

To provide support to the Sheriff's goal on improving the delivery of public safety services to the citizens of Granville County and to assist with his vision of developing the GCSO into a recognized body of professional excellence.

Project Implementation:

Goal I – Advisor and Liaison

- a. Support the GCSO Special Operations (SOD) Chief with case initiation and target development.
- b. Review investigative reports and provide guidance on investigative tools as requested.
- c. Provide guidance to the SOD Interdiction Team on evidence acquisition and processing.
- d. Afford oversight of the SOD Special Funds Account and work directly with the Granville County Auditor on this program.
- e. Assist the SOD Chief with liaison to law enforcement partners and the U.S. Attorney's Office.

Goal II – Asset Forfeiture Program

- a. Oversight of asset forfeiture enforcement actions to ensure compliance with U.S. Department of Justice (DOJ) and Treasury guidelines.
- b. Review investigative reports prior to DOJ submission.
- c. Submit asset sharing requests (DAG-71) to DOJ.
- d. Coordinate with the Granville County Finance Director on the annual DOJ certification requirements.
- e. Coordinate with Granville County Auditor on asset inventory management and annual audit requests related to the asset forfeiture program.

Goal III - Facilitate Grant Awards

- a. Identify law enforcement specific grant opportunities.
- b. Work with the Granville County Grant Development Specialist.
- c. Process grant applications as needed.

Goal IV – Board Agenda Items

- a. Aid the Sheriff and Administrative Staff with the preparation of Agenda Items.
- b. Assist with the acquisition of law enforcement specific equipment from specified vendors.
- c. Work with the County Auditor on inventory of capital acquisitions.

Goal V - Accreditation

- a. Support the Accreditation Process to meet compliance with 181 CALEA law enforcement standards.
- b. Conduct a self-assessment of the Sheriff's Office current policy manual.
- c. Assist with the design of policies and procedures to meet CALEA requirements. Incorporate modifications into a standard database for dissemination and assessment.
- d. Coordinate with the Sheriff's Office management team and training coordinator to effectively integrate the CALEA accreditation process throughout the organization.

Proposal of Terms

Project requirements would be administered at an average of 20 hours per week over a 26-week period from January 1, 2023, to June 30, 2023:

Hourly Rate - \$74.00
Project Hours - 500
Annual Project Cost - \$37,000.00

At the end of the contract term, Bailess Group LLC would be open to discussions on continuing the relationship with the County of Granville in support of the Sheriff's vision on achieving a high standard of excellence.



Granville County Planning & Zoning

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

To: Board of Commissioners
From: Scott Phillips, Director
Department: Planning & Zoning
Date: February 6, 2023
Title: **Toilet Partition Replacement Granville Athletic Park Sports Pavilion Restrooms**

PURPOSE:

This request is to consider awarding a fixed-price service contract for the replacement of the toilet partitions located within the Sports Pavilion Men's and Women's restrooms.

BACKGROUND:

The existing metal/enamel toilet partitions, installed in 2007, have become rusted and damaged over the past 16 years of use and need replacement. Staff has selected solid polymer HDPE partitions that will resist corrosion and lengthen the time of our next replacement with proper care. The product proposed carries a 25-year warranty against breakage, corrosion, and delamination.

Staff was successful in obtaining two (2) prices for the replacement, which are listed below.

- | | |
|----------------------------|-------------|
| • Rutledge Commercial, LLC | \$11,000.00 |
| • Vance Construction Co | \$17,000.00 |

Compliance with Contract and Purchasing Policy

This request complies Section II, Informal Bids (NCGS 143-131) of the County's Contract and Purchasing Policy.

FUNDING:

The fiscal year 2022-2023 budget can facilitate this request.

RECOMMENDATION:

After review of the bids the Development Services Director is satisfied that the received bid is responsive and recommends awarding a fixed-price service to Rutledge Commercial LLC for a fee not to exceed \$11,000.00 unless authorized by change order.

ATTACHMENTS:

GAP PARTITION REPLACEMENT

ASI-SOLID-PLASTIC-BANNER_1920x1080@2x

ACTION TAKEN:

Rutledge Commercial LLC

PROPOSAL

Scott Phillips
Granville County

Re: Athletic Park

We appreciate the opportunity to provide:

Item #	Quantity	Description
1.	5 ea.	Floor mount overhead braced HDPE Toilet Partition compartments with standard HDWR & color -

Total Installed Price \$11,000.00 *Price Excludes Sales Tax on Materials

Please allow 5 days for Delivery. Price good for 30 Days

Exclusions:

1. After Hours Install

Proposal Submitted by:

Proposal Accepted By:

Russell Grant Rutledge

Rutledge Commercial LLC 919-830-0576
120 Weathers St #E Youngsville, NC

PRE-FINISHED ALUM.
GUTTER & DOWNSPOUTS.
SEE EXTERIOR ELEVATION
FOR LOCATIONS OF
DOWNSPOUTS.

14'-0" A.F.F.
EAVE HEIGHT

WALL PANELS (TYP.)



SECTION 10 21 00 - Compartments and Cubicles
TOILET COMPARTMENTS

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Solid polymer partitions.

1.2 RELATED SECTIONS

- A. Section 05 50 00 - Metal Fabrications.
- B. Section 06 11 16 - Mechanically Graded Lumber.
- C. Section 10 28 00 - Toilet, Bath, and Laundry Accessories.

1.3 REFERENCES

- A. ASTM International:
 1. ASTM E 84 - Standard Test Method for Surface Burning Characteristics of Building Materials.
 2. ASTM D 1735 - Standard Practice for Testing Water Resistance of Coatings Using Water Fog Apparatus
 3. ASTM D 2247 - Standard Practice for Testing Water Resistance of Coatings in 100 percent Relative Humidity
- B. United States Green Building Council (USGBC): LEED Green Building Rating System.

1.4 SUBMITTALS

- A. Submit under provisions of Section 01 30 00 - Administrative Requirements.
- B. [Product Data]: Manufacturer's data sheets on each product to be used, including:
 1. Literature indicating typical panel, pilaster, door, hardware and fastening.
 2. Preparation instructions and recommendations.
 3. Storage and handling requirements and recommendations.
 4. Installation methods.
- C. Shop Drawings:
 1. Dimensioned plans indicating layout of toilet compartments.
 2. Dimensioned elevations indicating heights of doors, pilasters, separation partitions, and other components; indicate locations and sizes of openings in compartment separation partitions for toilet and bath accessories to be installed in partitions; indicate floor and ceiling clearances.
 3. Details indicating anchoring components (bolt layouts) and methods for project conditions; indicate components required for installation, but not supplied by toilet compartment manufacturer.
- D. Selection Samples: For each finish product specified, one complete set of color selection

guides representing manufacturer's full range of available colors, textures and patterns.

- E. Verification Samples: For each finish product specified, two samples representing actual product, color, texture and pattern.
- F. LEED Green Building Rating System: Submit manufacturer's documentation of recycled content, in accordance with LEED credit calculations.
- G. Manufacturer's Certificates: Certify products meet or exceed specified requirements.

1.5 DELIVERY, STORAGE, AND HANDLING

- A. Deliver, store and handle materials and products in strict compliance with manufacturer's instructions and recommendations and industry standards.
- B. Store products indoors in manufacturer's or fabricator's original containers and packaging, with labels clearly identifying product name and manufacturer. Protect from damage.
- C. Lay cartons flat, with adequate support to ensure flatness and to prevent damage to pre-finished surfaces.
- D. Do not store where ambient temperature exceeds 120 degrees F (49 degrees C).

1.6 PROJECT CONDITIONS

- A. Maintain environmental conditions (temperature, humidity, and ventilation) within limits recommended by manufacturer for optimum results. Do not install products under environmental conditions outside manufacturer's absolute limits.
- B. Do not deliver materials or begin installation until building is enclosed, with complete protection from outside weather, and building temperature maintained at a minimum of 60 degrees F (15.6 degrees C).

1.7 WARRANTY

- A. Manufacturers Standard Warranty: Provide warranty for Solid polymer HDPE Material: Against breakage, corrosion, and delamination for 25 years.

1.8 COORDINATION

- A. Coordinate Work with placement of support framing and anchors in walls and ceilings.

PART 2 PRODUCTS

2.1 MANUFACTURERS

- A. Acceptable Manufacturer: ASI Global Partitions, which is located at: 900 Clary Connector; Eastanollee, GA 30538; Tel: 706-827-2700; Fax: 706-827-2710; Email: [request info \(sales@asi-globalpartitions.com\)](mailto:requestinfo@asi-globalpartitions.com); Web: <http://asi-globalpartitions.com>
 - 1. Other Acceptable Manufacturer: ASI Accurate Partitions; Burr Ridge IL; Tel: 708-442-6800; Web: <http://www.asi-accuratepartitions.com>.
 - 2. No other manufacturer will be accepted without ASTM performance compliance.
- B. Requests for substitutions will be considered in accordance with provisions of Section 01 60 00 - Product Requirements.

2.2 COMPARTMENTS AND SCREENS

- A. Toilet Compartments: Floor and ceiling anchored, solid polymer.

1. Compartment Depth and Width: As scheduled and indicated on Drawings.
 2. Door Width: 24 inches (610 mm), minimum; at ADA accessible compartments 36 inches (915 mm) minimum.
 3. Height Above Floor: 12 inches (305 mm).
 4. Door/Panel Height: 55 inches (1397 mm).
- B. Privacy and Urinal Screens: Wall hung.
1. Screen Panel Size: 24 inches (610 mm) wide by 48 inches (1219 mm) high.

2.3 SOLID POLYMER TOILET COMPARTMENTS

- A. Doors, Panels, Screens, and Pilasters: Single sheet solid, homogenous HDPE plastic material formed from waterproof, non-absorbent, high-density polyethylene resins; mark-resistant self-lubricating surface; edges finished smooth.
1. Material: Solid, homogenous HDPE; 1 inch (25 mm) thick.
 2. Rating: Class "B" Fire Rated per ASTM E 84.
 3. Material shall be compliant with IBC 2012 or later and must be solid HDPE; foamed material is not allowed. Material shall be NFPA 286 compliant.
 4. Edges: 1/4 inch (6 mm) radius machined edges.
 5. Heat Sink: Aluminum heat sink, to dissipate heat from incendiary devices used by vandals, attached to bottom of doors and panels.
- B. Finish: Pebble-textured homogenous color throughout material. Color as selected from manufacturer's standard colors.
- C. Door Hardware: 8 inch (203 mm) aluminum wrap-around hinge.
1. Hinges: Hinges shall be 8 inches (203 mm) and fabricated from heavy-duty extruded aluminum (6463-T5 alloy) with a brushed anodized finish with wrap-around flanges, surface mounted and through bolted to doors and pilasters. Hinges operate and are field set with adjustable nylon cams. Cams can be set in 30 degree increments.
 2. Latch: Anodized extruded aluminum, with housing, slide bolt and button.
 3. Strike and Keeper: 6 inch (152 mm) wrap-around flanges fabricated from heavy-duty extruded aluminum (6463-T5 alloy) with a brushed anodized finish.
 4. Coat Hook and Bumper: Non-ferrous, chrome-plated, with black rubber tip for doorstop.
 5. Fastening Hardware: Manufacturer's standard, Type 304 stainless steel, No. 4 satin finish, theft-resistant barrel nuts and machine screws.
 6. Door Pulls: Non-ferrous, chrome-plated. Standard on ADA compartments. Two per ADA door.
- D. Mounting Brackets: Provide optional aluminum continuous brackets with theft resistant barrel nuts and shoulder screws.
- E. Pilaster Shoes: Type 304 Stainless Steel No. 4 satin finish. Easy Stall shoe shall be of a one piece design and integral to the mounting system and formed from 304 stainless steel 3 inch (76 mm) high with a No. 4 satin finish. Pilaster shoes are anchored to the pilaster with No. 10 stainless steel, vandal-resistant screws.
- F. Pilaster Shoes: Ceiling Hung and Floor-to-Ceiling. Type 304 Stainless Steel, No. 4 satin finish. Minimum 5 inches (127 mm) high.
- G. Pilaster Anchors: Floor and Ceiling Anchored.
1. 1/4 by 1 inch (6 by 25 mm) stainless steel mounting bars attached to the pilaster having 3/8 inch (9.5 mm) zinc plated steel lag bolt.
 2. Each mounting bar shall be secured to the building structure with 3/8 inch (9.5 mm) zinc plated steel studs.
 3. A shoe shall conceal each floor and ceiling mounting, having an internal cross section

conforming to the pilaster.

PART 3 EXECUTION

3.1 EXAMINATION AND PREPARATION

- A. Inspect and prepare substrates using the methods recommended by the manufacturer for achieving best result for the substrates under project conditions. Clean surfaces thoroughly prior to installation.
- B. Do not proceed with installation until substrates have been prepared using the methods recommended by the manufacturer and deviations from manufacturer's recommended tolerances are corrected. Commencement of installation constitutes acceptance of conditions.
- C. If preparation is the responsibility of another installer, notify Architect in writing of deviations from manufacturer's recommended installation tolerances and conditions.
 - 1. Verify dimensions of areas to receive compartments.
 - 2. Verify locations of built-in framing, anchorage, bracing, and plumbing fixtures.

3.2 INSTALLATION

- A. Install in accordance with approved shop drawings and manufacturer's instructions.
- B. Fasten components to adjacent materials and to other components using purpose-designed fastening devices.
- C. Adjust pilaster anchors for substrate variations; conceal anchors with pilaster shoes.
- D. Equip each compartment door with hinges and door latch.
- E. Install door strike keeper on pilasters in alignment with door latch.
- F. Equip each compartment door with one coat hook and bumper.
- G. Installation Tolerances:
 - 1. Maximum variations from plumb or level: 1/8 inch (3 mm).
 - 2. Clearance between wall surface and panels or pilasters: 1-1/2 inch (38 mm) maximum.

3.3 ADJUSTING

- A. Adjust and align hardware to uniform clearance at vertical edge of doors.
- B. Adjust adjacent components for consistency of line or plane.

3.4 PROTECTION

- A. Protect installed products until completion of project.
- B. Touch-up, repair or replace damaged products before Substantial Completion.
- C. Remove factory protective coverings and clean finish surfaces in accordance with manufacturer's instructions before substantial completion.





Granville County Planning & Zoning

122 Williamsboro Street
Oxford, NC 27565
(919) 603-1331

To: Planning Board
From: Kelley Hightower
Department: Planning & Zoning
Date: January 31, 2023
Title: **Surveying Services Northern Granville Senior Center / Stovall, NC**

PURPOSE:

This request is to consider awarding a fixed-price service contract for Surveying Services needed for the planned Northern Granville Senior Center.

BACKGROUND:

A land survey is needed to recombine and record the seven (7) various land parcels obtained and owned by Granville County, and to prepare a location and topographic survey needed for the design development process.

Staff has determined that Barry H. Oakes Surveying is best suited for this service since his firm provided the surveying needs during the individual lot purchases and has existing survey control that will not need to be recreated by another firm.

Barry H. Oakes Surveying, PA has provided a fixed-price proposal of \$9,750.00 for the services needed and is attached to this item for your review.

Compliance with Contract and Purchasing Policy

This request complies Section V, Architectural, Engineering, and Surveying Services (NCGS 143-64.31), and Exemption (NCGS 143-64.32 / Fee not to exceed \$50,000) of the County's Contract and Purchasing Policy.

FUNDING:

The Development Services Department fiscal year 2022-2023 budget can accommodate this request.

RECOMMENDATION:

The Development Services Director recommends that the County exempts itself from NCGS 143-64.31 by utilizing the Exemption indicated in NCGS 143-64.32 / “the estimated professional fees is in an amount less than fifty-thousand dollars (\$50,000.00)”.

ATTACHMENTS:

SURVEYING SERVICES

ACTION:

Scott Phillips

From: Barry Oakes <bhospa@gmail.com>
Sent: Tuesday, January 17, 2023 3:53 PM
To: Scott Phillips
Subject: Surveying Services for 'NORTHERN SENIOR CENTER'

Follow Up Flag: Follow up
Flag Status: Flagged

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

To: Scott Phillips
 Re: Surveying Services for the Northern Senior Center

Mr. Phillips,
 We propose the following:

- Field survey to recombine the subject tracts owned by Granville County
- Topographical and location survey of the subject tracts
- Prepare a recordable plat of the subject property for the recombination
- Prepare a plat showing 1' contour lines and pertinent features located on the property for the architect
- Obtain approval for the recombination

Quote for surveying services listed: \$ 9750.00
 Please contact me if you have any questions or concerns.
 Thanks, Barry

--

BARRY H. OAKES SURVEYING, PA

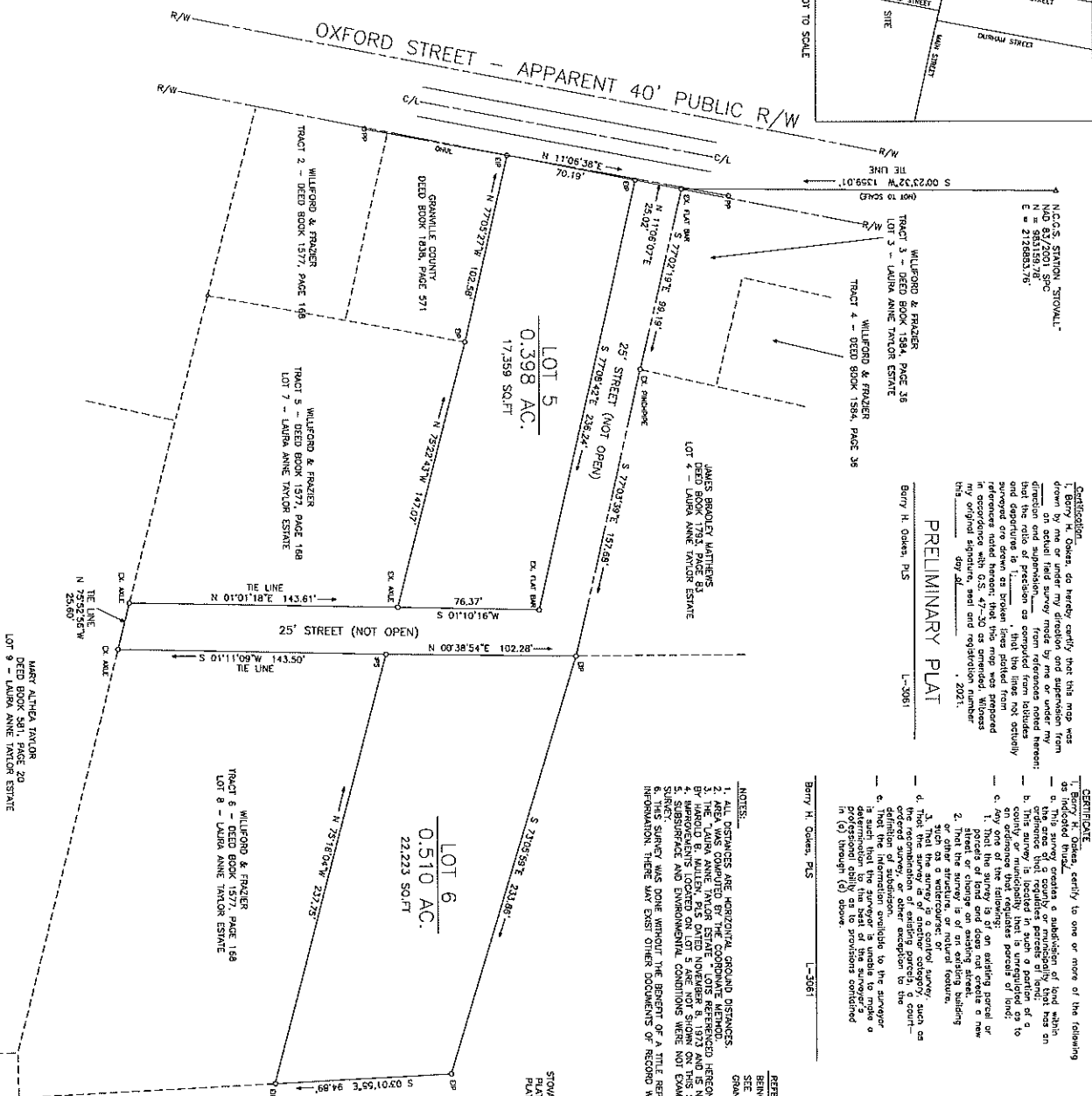
Professional Land Surveyor, L-3061

P O Box 2059, Oxford, NC 27565

Phone: 919-693-3260, Cell: 919-691-0524

Fax: 919-693-3251

Email: bhospa@gmail.com



acknowledgment.

I, Barry H. Oakes, do hereby certify that this map was prepared by me or under my direction and supervision at _____ on _____ at _____ field survey made by me or under _____ direction and supervision _____ from references noted that the ratio of precision as computed from latitudes and departures is _____, that the angles are _____ and departures are shown as broken lines that differ from _____ references noted herein. That this map was prepared in accordance with G.S. 49-7-30 as amended, without my original signature, seal and registration number _____

day of _____, 2021.

PRELIMINARY PLAT

Barry H. Oakes, PLS

L-306

[illegible]

	NOTE: The contract is subject to all economic agreements, and rights-of-way or record prior to the date of this plat.	LEGEND EP Existing Iron Pipe RP Existing Reinforced Concrete Pipe SBB Existing SBB N/S Not from Splice R/W Right-of-Way PK Existing PK Nail P/K New PK Nail ECM Exact Connection Mon. C/C Concreted and Point CP Cover and Point MB Minimum Building Line ES Existing Steel Spindle CHUL Existing Chauling Utility Line EN Existing Engraving EAM Existing Magnetic Nail KMS Existing Magnetic Nail S/M Existing Steel Magnet Nail SSSD Storm Sewer Drop Inlet RI Reinforced Concrete Pipe
--	---	--

NORTH REFERENCED TO N.C. GRID NORTH NAD 83/2001

1. THE DISTANCES ARE HORIZONTAL, GROUND DISTANCES.
2. AREA WAS COMPUTED BY THE COORDINATE METHOD.
3. THE LADIN ARIE TAYLOR ESTATE, LOTS REFERENCED HEREON ARE SHOWN ON A SURVEY PLATTED NOVEMBER 19, 1973 BY HAROLD B. MILLER, JR. DATED NOVEMBER 8, 1973 AND IS NOT OF RECORD.
4. THE SURVEY HEREON WAS MADE BY THE SURVEYOR, AND THE SURVEYOR HAS CONSIDERED THE SURVEY ACCURATE.
5. SUFFICIENT AND ENVIRONMENTAL CONDITIONS WERE NOT EXAMINED OR CONSIDERED DURING THIS SURVEY.
6. THIS SURVEY WAS DONE WITHOUT THE BENEFIT OF A TITLE REPORT AND IS BASED ON REFERENCED INFORMATION. THERE MAY EXIST OTHER DOCUMENTS OF RECORD WHICH COULD PERSUADE THIS PROPERTY.

BEING A SURVEY OF LOT 5 AND LOT 6 OF THE LAURA ANNE TAYLOR ESTATE
SEE WILL IN ESTATE FILE 2003-E-149
GRANVILLE COUNTY MAP NO.: 1928 19 61 9781

SURVEY FOR:
GRANVILLE COUNTY
CITY OF: DONNA TAYLOR, VALENCIA FORD AND TIM

PROPERTY OF: DONNA TAYLOR, VALENCIA FORD AND TINA TAYLOR
TOWN OF STOWELL, GRAVILL COUNTY, NORTH CAROLINA
DATE: SEPTEMBER 13, 2021 SCALE: 1" = 40' FILE NO.: 21-05

A vertical color calibration bar featuring a grayscale ramp from black to white, with intermediate steps. To the right of the grayscale ramp are several color patches, including primary and secondary colors, and a series of smaller, more complex color patches. The bar is used for ensuring color accuracy in digital imaging.

Barry H. Oakes Surveying, P.A.
CEEO, Cdn. Cnstr. Cntrl. Bd.

6650 Sidney Cottrell Road
P.O. Box 2059
Oxford, North Carolina 27565
Tel.# (919) 693-3260
Email: bhospa@gmail.com
C-1581

V. ARCHITECTURAL, ENGINEERING, AND SURVEYING SERVICES (N.C.G.S. §143-64.31)

- A. All architectural, engineering, and surveying services shall be procured through the office of the county manager in accordance with the terms of this policy and applicable general statutes including, but not limited to, requirements of the "Mini-Brooks Act".
- B. To exempt itself from the requirements of the "Mini-Brooks Act", the County must follow applicable NC General Statutes (§143-64.32). An exemption permits surveying, engineering, and architectural services where the estimated professional fee is in an amount less than fifty thousand dollars (\$50,000) to be engaged without following the requirements of the Qualifications-Based Selection (QBS) process.

VI. EXCEPTIONS (N.C.G.S. §143-129(e))

- A. NC General Statutes authorize a number of exemptions to the state competitive bidding requirements.
- B. A table of exceptions for North Carolina local governments may be accessed at <https://www.sog.unc.edu/resources/legal-summaries/exceptions-state-competitive-bidding-requirements-table>.

VII. UNIFORM GUIDANCE COMPLIANCE STATEMENT

- A. Contracts funded with federal grant or loan funds must be procured in a manner that conforms with all applicable federal laws, policies and standards, including those under the Uniform Guidance (UG) (2 C.F.R. Part 200).
- B. The County has adopted a separate Uniform Guidance (UG) Procurement Policy for such contracts. The policy is available from the administration or finance offices.

VIII. GENERAL GUIDELINES

- A. The focus of purchasing is to achieve the best overall value for the County's dollars (which is not always the lowest bid); therefore, it is essential to consider the full cost of acquiring, putting into service, and owning goods and services, as opposed to just evaluating the purchase cost. Bids are evaluated not only on price but also on quality and service. The standard for awards is made to the most responsive and responsible bidder whose price is the lowest and who offers the best overall value.
- B. Proposals are evaluated on factors including the extent to which it demonstrates that the bidder understands the County's needs, the experience of the bidder in providing similar items or services, the total cost of ownership over the life of the item or service, and/or the quality of the approach the bidder presents for delivering the needed services.
- C. Award is made to the most responsive and responsible bidder whose proposal provides the best advantage for the County. A responsive bidder is one who responds to all of the significant requirements outlined in the solicitation and who is deemed capable of supplying the goods or services requested in the solicitation. Evaluation criteria should be disclosed in the request for proposal (RFP).

IX. AVAILABILITY OF BUDGETARY FUNDS

- A. Departments are authorized to make changes between non-personnel-related operating expenditures by submitting a written request to the finance director for approval.
- B. The county manager is authorized by the Board to approve purchases up to \$10,000.

Article 3D.

Procurement of Architectural, Engineering, and Surveying Services.

§ 143-64.31. Declaration of public policy.

(a) It is the public policy of this State and all public subdivisions and Local Governmental Units thereof, except in cases of special emergency involving the health and safety of the people or their property, to announce all requirements for architectural, engineering, surveying, construction management at risk services, design-build services, and public-private partnership construction services to select firms qualified to provide such services on the basis of demonstrated competence and qualification for the type of professional services required without regard to fee other than unit price information at this stage, and thereafter to negotiate a contract for those services at a fair and reasonable fee with the best qualified firm. If a contract cannot be negotiated with the best qualified firm, negotiations with that firm shall be terminated and initiated with the next best qualified firm. Selection of a firm under this Article shall include the use of good faith efforts by the public entity to notify minority firms of the opportunity to submit qualifications for consideration by the public entity.

(a1) A resident firm providing architectural, engineering, surveying, construction management at risk services, design-build services, or public-private partnership construction services shall be granted a preference over a nonresident firm, in the same manner, on the same basis, and to the extent that a preference is granted in awarding contracts for these services by the other state to its resident firms over firms resident in the State of North Carolina. For purposes of this section, a resident firm is a firm that has paid unemployment taxes or income taxes in North Carolina and whose principal place of business is located in this State.

(b) Recodified as G.S. 143-133.1(a) by Session Laws 2014-42, s. 3, effective October 1, 2014, and applicable to contracts awarded on or after that date.

(c) Recodified as G.S. 143-133.1(b) by Session Laws 2014-42, s. 3, effective October 1, 2014, and applicable to contracts awarded on or after that date.

(d) Recodified as G.S. 143-133.1(c) by Session Laws 2014-42, s. 3, effective October 1, 2014, and applicable to contracts awarded on or after that date.

(e) For purposes of this Article, the definition in G.S. 143-128.1B and G.S. 143-128.1C shall apply.

(f) Except as provided in this subsection, no work product or design may be solicited, submitted, or considered as part of the selection process under this Article; and no costs or fees, other than unit price information, may be solicited, submitted, or considered as part of the selection process under this Article. Examples of prior completed work may be solicited, submitted, and considered when determining demonstrated competence and qualification of professional services; and discussion of concepts or approaches to the project, including impact on project schedules, is encouraged. (1987, c. 102, s. 1; 1989, c. 230, s. 2; 2001-496, s. 1; 2006-210, s. 1; 2013-401, s. 1; 2014-42, ss. 3, 4.)

§ 143-64.32. Written exemption of particular contracts.

Units of local government or the North Carolina Department of Transportation may in writing exempt particular projects from the provisions of this Article in the case of proposed projects where an estimated professional fee is in an amount less than fifty thousand dollars (\$50,000). (1987, c. 102, s. 2; 2013-401, s. 2.)



Granville County Planning & Zoning

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

To: Board of Commissioners
From: Scott Phillips, Director
Department: Planning & Zoning
Date: February 6, 2023
Title: Design Services Contract Northern Granville Senior Center

PURPOSE:

This request is to consider awarding a fixed-price service contract for Architectural and Engineering Design Services required for the future Northern Granville Senior Center.

BACKGROUND:

Through our Request for Qualifications process, Oakley Collier Architects was selected and approved to provide Architectural and Engineering services for the Northern Granville County Senior Center located in Stovall. The scope of services will include schematic and design development, construction documents, bidding and contracting assistance, and construction administration.

The fee rate, which was negotiated from \$245,000.00 to \$230,000.00, with no reduction in the level of service, is within current industry standards.

A copy of Oakley Collier Architects' proposal, indicating the service explanation and estimated project size and cost is attached to this agenda item for reference.

Compliance with Contract and Purchasing Policy

This request complies Section V, Architectural, Engineering, and Surveying Services (NCGS 143-64.31) of the County's Contract and Purchasing Policy.

FUNDING:

The fiscal year 2022-2023 budget can facilitate this request.

RECOMMENDATION:

The Development Service Director recommends awarding the Design Service Contract to Oakley Collier Architects, PA for an amount not exceed \$230,000.00.

ATTACHMENTS:

REVISED PROPOSAL 01.23.23

ACTION TAKEN:

January 23, 2023

Mr. Scott Phillips, Director
Granville County Development Services
PO Box 877
Oxford, North Carolina 27565

Re: Northern Granville County Senior Center
Stovall, NC
OCA Project #22042

Dear Scott,

Thank you for the opportunity to provide a proposal to complete the design services for the above referenced project. This project is an exciting one and we look forward to working with you and the Senior Center staff on this project!

Scope of Work:

The project scope consists of the design and construction of a new Senior Center facility to provide senior services to the citizens in the northern end of Granville County. The site is approximately 4.5 acres and already has public water and sewer. We understand that the new center is expected to be approximately 6,000SF to 7,000SF and will include the following spaces:

- Multi-purpose / Meeting Room (seating for 40 patrons)
- Fitness Room (adequately sized to hold classes for 20 patrons)
- Arts & Crafts Room (adequately sized to hold classes for 15 patrons)
- Computer Room
- Dining Room (seating for 50 patrons)
- Warming Kitchen
- Administrative Offices

Our team will provide the following architectural & engineering services, design phases & deliverables for this project.

A. Basic Architectural & Engineering services:

- Site / Civil / Landscaping Design & Engineering
- Architectural Design & Detailing
- Structural Design & Detailing
- Plumbing Design & Detailing
- Mechanical Design & Detailing
- Electrical Design & Detailing
- Fire Alarm Design & Detailing

B. Design Phases & Deliverables:

Programming: Programming phase establishes the project goals and objectives in collaboration with the Owner/Stakeholder groups, as well as the overall building size and preliminary project budget. This process begins with facility stakeholder interviews to determine program needs and goals. These interviews will provide the basis for a Space Program Summary where the actual square footage of the facility is determined. We can typically accomplish this work with three (3) stakeholder meetings, including initial interviews, conceptual design reviews and confirmation of program. Meeting with Owner's Team to review programming deliverables is also included in this phase.

Deliverables: Comprehensive Program Summary (net/gross SF)
Conceptual Blocking Diagram(s)
Conceptual Project Budget, based on Program Summary GSF

Schematic Design: Schematic design phase provides further development of the conceptual blocking diagram created in the Programming phase. Engineering system rationales and design bases for the facility will be established. Design team will conduct regular meetings among themselves and with Owner's team in this phase to review and discuss design options & details (typically, these meetings are conducted bi-weekly, or as otherwise deemed necessary).

Deliverables: Schematic Site Plan, colored/rendered (hard copies and digital)
Schematic Floor Plan, colored/rendered (hard copies and digital)
Schematic Elevation Renderings (2), colored (hard copies and digital)
Schematic Design Set (hard copies and digital)
Updated Project Budget (hard copies and digital)
Presentation to Granville County Board of Commissioners (if desired)

Design Development: Design Development phase provides further refinement to the schematic design documents for entire Design team. Regular meetings among Design team and Owner's team will continue.

Deliverables: Design Development Set (hard copies and digital)
Updated Project Budget (hard copies and digital)

Construction Documents: Construction Documents phase will provide additional refinements & details to produce a full set of documents (plans + specifications) for bidding purposes. Regular meetings among Design team and Owner's team continue for the duration of the design phases.

Deliverables: Construction Documents Set (hard copies and digital)
Project Specification & Bidding Manual (hard copies and digital)
Updated Project Budget (hard copies and digital)
Submission to appropriate regulatory authorities for project approval & permits
Presentation to Board of Commissioners (if desired)

Bidding & Contracting: OCA will provide services related to the bidding process including (but not limited to) the following items:

- Submit Advertisement for Bids to local & regional newspapers, bidding websites, etc

- Provide electronic plan distribution to General Contractors
- Attend a pre-bid meeting on behalf of the Owner & Design Team
- Respond to bidder and subcontractor Requests for Information (RFIs) & substitution requests relating to the bid documents and bidding process
- Issue Addenda and clarifications during the bid process
- Attend the bid opening on behalf of the Owner & Design team
- Evaluate bids received and determining most responsive & responsible bid
- Prepare and certify final bid tabulation
- Present Project Bids to Owner's Team / Board of Commissioners
- Prepare Notice to Proceed

Construction Administration: OCA will provide typical construction administration services to include:

- Represent the Owner & Design Team during construction phase for full duration
- Conduct pre-construction conference, outlining Design Team's and Owner's construction administration expectations
- Conduct weekly site visits to review construction progress & submit Field Reports (with photos) to Owner, documenting construction progress, issues, etc...
- Participate in pre-installation meetings scheduled by General Contractor, as applicable
- Respond to Contractor & subcontractor RFIs during construction phase
- Participate in monthly progress meetings / represent Design Team & Owner
- Review shop drawings and submittals per contract requirements
- Select samples for exterior and interior finishes
- Prepare color board of selected finishes and present to Owner's Team for approval
- Review monthly Applications for Payment and make recommendations to Owner for payment
- Conduct pre-final walkthrough with General Contractor to document items for correction/completion
- Conduct final walkthrough with General Contractor to document punch-list items for correction/completion
- Review General Contractor completion of punch-list items and recommend acceptance by Owner
- receive and review close-out documentation from General Contractor
- Prepare record drawings, including construction modifications
- Review and approve final Application for Payment

C. Separate services provided by Others:

- Land surveys
- Geotechnical & Subsurface Investigations
- Materials Testing & Special Inspections
- Commissioning Agent

Proposed Project Budget: We understand that a budget is not yet fully determined, and that is part of OCA's responsibility is to assist in establishing realistic costs (early in the process) for the needs presented. These

costs shall be presented in a “Project Budget Summary” format and shall include estimated costs for construction, design fees, Owner contingencies, Owner-provided services (estimated), and other Owner-related costs. The construction line item shall include all site and vertical construction costs (including Contractor’s overhead, bonds, profit and mark-up) and technology/audio/visual systems, & FFE.

Based on current market conditions & our past experience, we believe that the construction budget for a project of this type would be in the \$350 - \$400 per square foot range. With the expected square footage of 6,000 SF to 7,000 SF, the construction costs for this facility would range between \$2,100,000 and \$2,800,000.

Proposed Professional Fees:

Based on the estimated construction costs, we propose a lump-sum fee of \$230,000.00 to include all professional services described above. That fee may be broken down by phase, as follows:

Programming Phase	\$11,500.00
Schematic Design	\$46,000.00
Design Development	\$34,500.00
Construction Documents	\$69,000.00
Bidding & Negotiation	\$11,500.00
Construction Administration	\$57,500.00
	\$230,000.00

Consultants: Consulting Engineers proposed for this project:

Site/Civil Engineering:	Stocks Engineering, Nashville, NC
Structural Engineering:	Stewart Engineering, Raleigh, NC
HVAC, Electrical & Plumbing Engineering:	Atlantec Engineers, Raleigh, NC

Schedule:

We will work with you and Granville County to determine a schedule for design and completion once we are in the programming process. Typically, a project of this type would take approximately 4-6 months to complete the design process.

We are excited about the opportunity to work with you and Granville County on this project and we will work diligently to make this project a successful one! Please do not hesitate to call if you have any questions.

Thank you,



Ann W. Collier, AIA, LEED AP
Principal



Granville County Administration

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: January 29, 2023
Title: Proclamations, Resolutions and Legislative Matters

PURPOSE:

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

ACTION TAKEN:



Granville County Administration

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: February 3, 2023
Title: **Agricultural Advisory Board**

PURPOSE:

To make appointments/reappointments to the Agricultural Advisory Board.

BACKGROUND:

The function of the Agricultural Advisory Board shall be to promote agricultural values and the general welfare of the county and more specifically, increase identity and pride in the agricultural community and its way of life; encourage the economic and financial health of agriculture, horticulture and forestry; and increase protection from non-farm development and other negative impacts on properly managed farms.

The terms of Robert Lawrence (District 5), Shelby McStoots (District 6), and William Lyons (District 7) expire in February. Mr. McStoots and Mr. Lyons are eligible for reappointment. Mr. Lawrence does not want to be appointed again.

Others serving:	Sandy Gabel	District 1
	Jimmy Crews	District 2
	Randy Guthrie	District 3
	Steve Hicks	District 4

ACTION TAKEN:



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: February 2, 2023
Title: **Animal Control Advisory Committee**

PURPOSE:

To make appointments/reappointments to the Animal Control Advisory Committee.

BACKGROUND:

The terms of Dr. Trudi J. Bowden (District 1), Michael Covert (District 3), and Dean Richards (District 5) expire in February. They are eligible for reappointment. Dr. Abigail Crownshaw (District 3 appointed by District 4) has resigned and needs to be replaced.

An application from Andrea Westcott (District 4) has been received for consideration.

Others serving:	Vacant	District 1
	Sarah Gabel	District 2
	Vacant	District 3
	Vacant	District 4
	Vacant	District 5
	Angela Gooch	District 6
	Jerry Dunn	District 7
	Matt Katz, Animal Management Director	Ex-Officio
	Lisa M. Harrison, Health Director	Ex-Officio
	Sue Hinman	Commissioner
	Ed Rosen	The Humane Society of Granville County
	Dr. Diana Dudley	Local Veterinarian, South Granville Animal Hospital

ACTION TAKEN:



Granville County Administration

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: February 3, 2023
Title: Granville County Library System Board of Trustees

PURPOSE:

To make an appointment to the Granville County Library System Board of Trustees.

BACKGROUND:

The function and duties of the Board of Trustees of the Granville County Library System are those as set forth in the General Statutes of the State of North Carolina. They include, but are not limited to, the appointment of a Director of Libraries, the adoption of policies, rules and regulations for the governance of the library in the best interest of the citizens of the community, the authorization of sound fiscal policies and the adoption, and amendment as needed, of the annual budget. As citizens, they advise the Library administration on services to fulfill the library needs of the community, represent the Library to the community and advance support of the Library among funding authorities.

Athy Robinson (District 6) resigned and needs to be replaced. An application from Amy Wester (District 6) has been received for consideration.

Others serving:	Lynn Allred	District 1
	Martha Wrenn	District 2
	Karen Alley	District 7 appointed by 3
	Juanita Rogers	District 4
	Anne Payne	District 5
	Vacant	District 6
	Teresa Walker	District 7

ACTION TAKEN:



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: February 3, 2023
Title: Granville County Human Relations Commission

PURPOSE:

The Human Relations Commission has been established to encourage understanding and good will between all citizens regardless of race, sex, religion, creed, nationality, or economic status, and thus promote the general welfare of the community. The Commission is to report and to recommend to the Board of Commissioners Human Relations Programs designed to promote the welfare of the community; to identify Human Relations concerns within the community which could jeopardize the welfare of the community; to act as an impartial public forum to the end that there will be better communications between all segments of the community and; to promote peace, understanding, respect, good will and harmony among all citizens. Upon the prior approval of the Board of Commissioners, the Commission may sponsor meetings or forums intended to lead all citizens to a clearer understanding of true meaning of responsible citizenship in the community, of the obligations inherent in being a good citizen, and of the need for mutual understanding and respect by all citizens for each other. The Commission shall have the authority to create and devise Human Relations Programs for recommendation to the Governing Body.

Staff is aware that some committee members have exceeded the term limits stated in the current by-laws. A review of the current by-laws and term limits is in process by staff.

The terms of Telessie McGhee (District 1), Sarah Mayfield (District 1), Quon Bridges (District 2), Ron Bullock (District 2), Harold Slaughter, Sr. (District 2), Rev. John Gooch (District 3), Linda Jordan (District 3 appointed by District 7), Michael McFadden (District 3 appointed by District 7), Helen Amis (District 4), Bessye McGhee (District 4), Wilma Moore (District 4), Rev. Dennis W. Daniel (District 6), Tito Montoya (District 6), and John Wimbush (District 7) expire in February.

Alyssa Blair (District 2) and Victoria Bradsher (District 2) submitted applications for consideration.

Others serving:	Ethel Anderson	District 1
	Vacant	District 1
	Vacant	District 1
	Vacant	District 2
	Vacant	District 2
	Vacant	District 2
	William O. Betts	District 3
	Vacant	District 3

Vacant	District 4
Vacant	District 4
Vacant	District 4
Jacob Moore	District 5
Kechia Brustmeyer-Brown	District 5
Vacant	District 6
Vacant	District 6
Eduardo Sosa	District 7
Vacant	District 7
Vacant	District 7
Vacant	District 7
Vacant	Granville County Schools Rep.
Vacant	J.F. Webb High School
Vacant	South Granville High School
Commissioner Rob Williford	District 2
Commissioner Tony W. Cozart	District 4
Phillip Harris	State Appointment
Lynn Cooper	Staff Representative
Drew Cummings	Ex-Officio

ATTACHMENTS:

Proposed Roster

ACTION TAKEN:

Human Relations Commission Proposed Roster

Ethel Anderson	District 1
Telessie McGhee	District 1
Sarah Mayfield	District 1
Quon Bridges	District 2
Ron Bullock	District 2
Harold Slaughter, Sr.	District 2
William O. Betts	District 3
Rev. John Gooch	District 3
Linda Jordan	District 3
Eduardo Sosa	District 3
Helen Amis	District 4
Bessye McGhee	District 4
Wilma Moore	District 4
Jacob Moore	District 5
Kechia Brustyeyer-Brown	District 5
Vacant	District 6
Vacant	District 6
Michael McFadden	District 7
John Wimbush	District 7
Kevin Ferrell and/or Dana Small	Granville County Schools Representative(s)
Elijah Griffin	District 1, Youth Leadership Council, Oxford Preparatory School
Chloe Hernandez	District 1, Youth Leadership Council, J.F. Webb High School
Iesha Landis	District 6, Falls Lake Academy
Vashti Pearson	District 5, Youth Leadership Council, Granville Early College
Commissioner Rob Williford	District 2
Commissioner Tony W. Cozart	District 4
Phillip Harris	State Appointment
Lynn Cooper	Staff Representative
Drew Cummings	Ex-Officio

**Student representatives are from the Youth Leadership Council



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: February 1, 2023
Title: **Addition of At-Large Position to Veterans Affairs Committee**

PURPOSE:

To consider the addition of an At-Large position on the Veterans Affairs Committee.

BACKGROUND:

The Veterans Affairs Committee was created by the adoption of a resolution on January 22, 2013. The Committee shall consist of:

- one (1) representative from each Commissioners' district;
- one (1) representative from each of the following veterans' organizations, with that representative being the Commander of the organization or his/her designee:
 - Ernest F. Hart American Legion Post 90 in Oxford,
 - Moses S. Cash American Legion Post 161 in Creedmoor,
 - Hester-Crews American Legion Post 166 in Oxford,
 - Butner-Creedmoor VFW Post 10777 in Butner;
- one (1) representative that is a female veteran, and
- one (1) representative that is a spouse of a veteran.

An at-large position was approved at the October 5, 2015 Board of Commissioners Meeting for a two (2) year term.

In 2022, the Hester-Crews American Legion Post 166 surrendered its charter and the Board of Commissioners approved replacing it with the Hester-Crews American Legion Auxiliary Unit 166, formerly known as the Women's Auxiliary on April 4, 2022

Per the attached email from Charles Miller, Interim Chairman of the Granville County Veterans Affairs Committee, the committee voted unanimously to request the appointment of an additional At-Large position to serve a two (2) year term. This will bring the membership to 15 regular members.

RECOMMENDATION:

The Granville County Veterans Affairs Committee and Chris Dethmers, Veterans Service Officer, recommend the addition of an At-Large position to the Veterans Affairs Committee.

ATTACHMENTS:

Request from Veterans Affairs Committee

ACTION TAKEN:

From: [Charles Miller](#)
To: [Debra Weary](#)
Cc: [Anne Williams](#)
Subject: Granville County Veteran Affairs Committee
Date: Sunday, January 22, 2023 8:53:37 PM

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

Good morning Ms. Weary;

At our January 17, 2023 meeting, the Granville County Veteran Affairs Committee voted unanimously to request the Board of County Commissioners approve the appointment of an additional At-Large position. This position shall be appointed for a two (2) year term.

Please add this appointment to the next Board of County Commissioners meeting on February 6, 2023.

Thank you,
Charles Miller
Interim Chairman
GCVAC



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: February 3, 2023
Title: **Veterans Affairs Committee**

PURPOSE:

To make appointments/reappointments to the Veterans Affairs Committee.

BACKGROUND:

The purpose of the Granville County Veterans Affairs Committee is to advise the Granville County Veterans Service Officer on issues concerning Veterans and their families and make recommendations to the County Manager and the Board of Commissioners on how the County can better serve our Veterans.

The terms of Larry Hester (District 1), Michael O'Briant Turner (District 6 appointed by District 3), Michael Scott (District 5), Gerard Seibert (District 7), Lynette Breisacher (Spouse of a Veteran), Judy Smith (Female Veteran Member), and Anne Williams (At-Large Position) end in February. Mr. Scott has resigned and needs to be replaced. All others are eligible for reappointment.

If the request for an additional At-Large Position is approved at this meeting, that position will need to be filled. David Sella has submitted a resume for consideration.

Others serving:	Vacant	District 1
	Ronnie Boyd	District 2
	Vacant	District 3
	Harriet Morton	District 4
	Vacant	District 5
	Allan Strickland	District 6
	Vacant	District 7
	Vacant	Spouse of a Veteran
	Vacant	Female Veteran
	Vacant	At-Large Member
	Charles Miller	Ernest F. Hart American Legion Post 90
	James E. Hunsuckle	Butner-Creedmoor VFW Post 10777
	Sandra Eaton	Hester-Crews American Legion Auxiliary Unit 166

Charles Penland

Chris Dethmers
Russ May

Moses S. Cash American
Legion Post 161
Staff Representative
Commissioner

ACTION TAKEN:



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Addressing & GIS
Date: February 2, 2023
Title: **Amendment and Extension of Sign Replacement Contract**

PURPOSE:

To approve a one year extension of the 2019-2022 sign replacement contract.

BACKGROUND:

The County has contracted with George Wade Woody, Jr. since 2016 to provide new and replacement street signs and posts in the County in cases where new streets are being added or existing signage has been damaged, stolen, or otherwise disappeared.

Staff discovered that the most recent contract expired on July 1, 2022 but had not been extended. This one year extension will give staff time to prepare and conduct an RFP for these services, according to best practice procurement guidelines, and have a new contract in place July 1, 2023.

Annual costs for this contract in FY 20-21 and FY 21-22 were \$11,837 And \$19,778, respectively.

RECOMMENDATION:

The County Manager recommends approval of this contract extension.

ATTACHMENTS:

2019-2022 Sign Contract
Extension of 2019-2022 Sign Replacement Contract
Fee structure

ACTION TAKEN:

AGREEMENT

THIS AGREEMENT (the "Agreement") is entered into and effective as of the date last signed by the parties below (the "Effective Date") by and between **GRANVILLE COUNTY**, a body politic and corporate of the State of North Carolina (hereinafter referred to as the "County") and **GEORGE WADE WOODY, JR.**, a sole proprietor (hereinafter referred to as the "Contractor") and provides as follows:

WITNESSETH:

WHEREAS, the County has identified Contractor as capable of performing those street sign installation services more particularly described hereinbelow;

WHEREAS, the parties wish to enter into a written agreement memorializing certain terms of the agreement.

NOW, THEREFORE, in consideration of the mutual promises herein set forth and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. THE SERVICES. The County hereby retains Contractor to provide, and Contractor hereby agrees to render, those certain street sign installation services described herein. All street signs and sign posts will be ordered by the Granville County Addressing/Street Sign Coordinator (a "Work Order") and delivered to the Contractor at 301 Oxford Loop, Oxford, NC 27565, or such other physical address as the parties may agree. Contractor will facilitate unloading the street signs and sign posts from the delivery truck or trailer. Work Orders will be submitted by the Granville County Addressing/Street Sign Coordinator to the County Manager for review and approval prior to initiating such a Work Order. Contractor will provide a safe and secure place to store all hardware, signs, and posts. All Services described herein shall be completed within two (2) weeks of receiving notice thereof. As stated in the RFP, the County estimates that approximately 360 signs will be installed on an annual basis resulting in approximately 30 signs per month being installed; provided, however, the parties agree and acknowledge that the foregoing is given only as estimate and does not guarantee, represent, or warrant in any manner whatsoever any minimum number of street signs to be installed, replaced, or straightened.

2. FEES. The County shall pay the Contractor in accordance with the fee schedule set out in the Contractor's Proposal, which provides as follows: (i) \$30.00 fee for replacement of an existing sign and post; (ii) \$30.00 fee installation of a new sign and post; (iii) \$10.00 fee for straightening of posts identified and assigned by the Granville County Addressing/Street Sign Coordinator; and (iv) Reimbursement for mileage when performing the Services herein described at the rate of \$0.55 per mile and all mileage reimbursed here will be calculated from a starting point of 122 Williamsboro Street, Oxford, NC 27565.

3. PAYMENT TERMS. The County shall pay the Contractor within thirty (30) Calendar days of receiving Contractor's invoice following completion of the Services. Contractor shall submit all invoices by mail to P.O. Box 906, Oxford, NC 27565 or by such other means or at

such other address as the parties mutually shall agree. All invoices, except disputed invoices or portions thereof, shall be paid within thirty (30) days of receipt. If any amount owed under the terms hereof is disputed, the County shall pay Contractor the amount not in dispute and shall retain the disputed amount until such time as the dispute is settled or a judgment is entered in accordance with applicable law. All invoices shall specify the amount paid for labor, materials or other direct expenses, and any applicable taxes including, but not limited to, sales taxes. Any sales taxes shall specify the entity (state or local) to whom taxes are paid and the amount of taxes paid to said entity. No payments shall be made to Contractor until IRS form W-9 and other necessary forms required by applicable law have been completed.

4. STANDARD OF CARE. Contractor shall complete the Services in a good and workmanlike manner in accordance with generally accepted industry standards.

5. TERM. The term of this Agreement shall be for three (3) years and shall commence effective July 1, 2019. Time is of the essence with respect to this Agreement and each and all of its provisions.

6. TERMINATION. This Agreement may be terminated by either party upon thirty (30) days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination. Upon such termination, the parties shall be entitled to such additional rights and remedies as may be allowed by relevant law. County shall have the right to terminate this Agreement at any time without cause so long as County is not in breach of any of its material obligations hereunder. Contractor shall be compensated in full for any current or future payments owed by the County under the terms herein.

7. INDEPENDENT CONTRACTOR. The parties agree that Contractor is rendering Services to the County as an independent contractor, not as an employee or agent. Nothing contained herein shall, or shall be construed to, create a partnership, joint venture, or any other relationship between the parties hereto. In Contractor's capacity as an independent contractor, Contractor shall file all required tax returns and reports, withhold and/or pay all required federal, state and local wage and employment related taxes, including, but not limited to, federal income taxes, social security taxes and unemployment taxes, with respect to the amounts paid to Contractor under this Agreement.

8. NO AGENCY. Contractor shall have no authority to contract for or on behalf of the County, to incur obligations or indebtedness for or on behalf of the County or in any way to bind the County.

9. INSURANCE. The Contractor shall purchase and maintain during the life of this Agreement, with an insurance company acceptable to the County, authorized to do business in the State of North Carolina, the following insurance:

AUTOMOBILE LIABILITY - Combined single limit of not less than \$1,000,000 per accident. The automobile liability insurance coverage amounts may be satisfied with a combination of primary and excess/umbrella coverage.

COMMERCIAL GENERAL LIABILITY - Bodily injury and property damage liability shall protect the Contractor, and any sub-contractor performing Services under this contract, from claims of bodily injury or property damage which arise from operation of this contract, whether such operations are performed by Contractor, any sub-contractor, or anyone directly or indirectly employed by either. The amounts of such insurance shall not be less than \$500,000 each occurrence/\$1,000,000 aggregate. This insurance shall include coverage for products/completed operations, personal and advertising injury liability and contractual liability in an amount not less than \$500,000 each occurrence/\$1,000,000 aggregate. The liability insurance coverage amounts may be satisfied with a combination of primary and excess/umbrella coverage.

WORKERS' COMPENSATION - Meeting the statutory requirements of the State of North Carolina.

The County shall be an additional insured under the Automobile Liability and Commercial General Liability policies. Original certificates of such insurance will be furnished and shall contain the provision that the County will be given thirty (30) days written notice of any intent to amend or terminate by either the Contractor or the insuring company.

10. **INDEMNIFICATION**. Contractor agrees to protect, defend, indemnify and hold the County, its employees and elected and appointed officials harmless from any and all claims, demands, suits, liability, judgments and expenses arising out of or connected with the activities of the Contractor, Contractor's employees, agents, sub-contractors and anyone else working for or on behalf of Contractor arising out of or from the Services.

11. **NOTICE**. Any notice or other communication required or permitted under this Agreement shall be in writing and shall be deemed given as of (a) the date it is delivered by hand to the parties listed below; (b) the date three days following the date it is deposited in the mail, postage prepaid, return receipt requested, addressed to the parties listed below; or (c) the date three days following the date it is sent, shipping prepaid, return receipt requested, by a national courier service, addressed to the parties listed below:

COUNTY: Granville County
Attn: Michael S. Felts, County Manager
P.O. Box 906 (mail)
122 Williamsboro St. (delivery)
Oxford, NC 27565

With a copy to:

James C. Wrenn, Jr.
Hicks Wrenn, PLLC
111 Gilliam Street (delivery)
P.O. Box 247 (mail)
Oxford, NC 27565

CONTRACTOR: George Wade Woody, Jr.
301 Oxford Loop
Oxford, North Carolina 27565

12. EXPENSES. County shall not be liable to Contractor for any expenses paid or incurred by Contractor unless otherwise agreed in writing.

13. NO ASSIGNMENT. Neither party may assign, delegate or otherwise transfer any of its rights or obligations under this Agreement without the prior written consent of the other party.

14. NO THIRD PARTY BENEFICIARIES. Except as herein specifically provided otherwise, this County shall inure to the benefit of and be binding upon the parties hereto and their respective successors. It is expressly understood and agreed that the enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to Contractor and the County. Nothing contained in this document shall give or allow any claim or right of action whatsoever by any other third person. It is the express intention of Contractor and the County that any such person or entity, other than Contractor and the County, receiving services or benefits under this Agreement shall be deemed an incidental beneficiary only.

15. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement of the parties with respect to the subject matter hereof. This Agreement shall supersede, terminate and replace any prior agreements for these services entered into by the parties. This Agreement merges all prior discussions among the parties and no party shall be bound by conditions, definitions, warranties, understandings, or representations concerning such subject matter except as provided in this Agreement or as may be specified later in writing and signed by properly authorized representatives of the parties.

16. NO WAIVER. The failure of a party in any instance to insist upon the strict performance of the terms of this Agreement shall not be construed to be a waiver or relinquishment of any of the terms of this Agreement, either at the time of the party's failure to insist upon strict performance or at any time in the future, and such term or terms shall continue in full force and effect.

17. GOVERNING LAW: JURISDICTION; VENUE. The construction and performance of this Agreement shall be governed by and construed pursuant to the laws of the State of North Carolina. Venue for any legal actions initiated concerning this Agreement or arising in any way from and out of this Agreement shall be brought in the appropriate state court sitting in Granville County, North Carolina, having jurisdiction over said claim. The parties waive any right they may have to venue in any other jurisdiction.

18. SEVERABILITY. Each clause of this Agreement is a distinct and severable clause; and if any clause is deemed illegal, void or unenforceable, the validity, legality and/or enforceability of the remaining clauses or portion of this Agreement shall not be affected thereby.

19. FORCE MAJEURE. If any party shall be delayed or prevented from the performance of any act required by this Agreement by reason of acts of God; strikes, lockouts, labor troubles, inability to procure materials or other cause, without fault and beyond the reasonable control of the party obligated (financial inability excepted), performance of such act shall be excused for the period of the delay, and the period for the performance of any such act shall be extended for a period equivalent to the period of such delay.

20. INTERPRETATION. Neither party shall be considered the drafter of this Agreement. No provision shall be interpreted for or against either party because that party or that party's legal representative drafted such provision.

21. AMENDMENT. Any amendment to this Agreement shall be in writing and duly executed by appropriate representatives of each of the parties.

22. VOLUNTARY EXECUTION. By signing below the parties hereto certify that they have read the entire contents of this Agreement; have individually been afforded sufficient opportunity to obtain independent legal advice prior to executing this Agreement; fully understand the provisions set forth in this Agreement and acknowledge that each term, condition and provision is fair and reasonable; and, that each party has received a signed copy of this Agreement.

23. COUNTERPARTS. To facilitate execution, this Agreement may be executed by handwritten signing or by electronically transmitted facsimile of such signing, either of which shall create a validly executed document, in as many counterparts as may be required.

24. E-VERIFY. Contractor warrants that it is and shall at all times remain in compliance with the "E-Verify" provisions of Article 2, Chapter 64 of the North Carolina General Statutes. Further, Contractor shall require that all sub-Contractors providing services related to this Agreement be and remain in compliance with Article 2, Chapter 64 of the North Carolina General Statutes. Failure to meet the requirements of this subsection shall be an event of default hereunder.

25. RESTRICTED COMPANIES LIST. Contractor represents that as of the date of this Agreement, Contractor is not included on the Final Divestment List created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. §147-86.58. Contractor also represents that as of the date of this Agreement, Contractor is not included on the list of restricted companies determined to be engaged in a boycott of Israel created

[Remainder of Page Intentionally Left Blank; Signature Page Follows]

IN WITNESS WHEREOF, the parties have entered into this Agreement the day and year first above written.

Attest:

GRANVILLE COUNTY

Debra A. Weary
Debra A. Weary, Clerk

By: *Michael S. Felts*
Michael S. Felts, County Manager

Date: 6/14/2019



GEORGE WADE WOODY, JR.

By: *George Wade Woody, Jr.*
George Wade Woody, Jr.

Date: 6-12-19

PRE-AUDIT CERTIFICATION

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

Stephen M. McNally
Stephen M. McNally
Finance Director, County of Granville

FIRST AMENDMENT TO AGREEMENT

THIS First Amendment (the “Amendment”) is entered into and effective as of the date last signed by the parties below (the “Effective Date”) by and between **GRANVILLE COUNTY**, a body politic and corporate of the State of North Carolina (hereinafter referred to as the “County”) and **GEORGE WADE WOODY, JR.**, a sole proprietor (hereinafter referred to as the “Contractor”) and provides as follows:

W I T N E S S E T H:

WHEREAS, County and Contractor mutually desire to amend the Original Agreement dated June 14, 2019 to extend the term of the agreement to June 30, 2023.

WHEREAS, the parties have agreed to amend the Original Agreement as set out below.

NOW, THEREFORE, in consideration of the mutual promises herein set forth and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **DEFINED TERMS**. Defined terms shall have the meaning given to them in the Original Agreement.
2. **EXTENSION OF TERM**. The term of the Original Agreement shall be extended by one year to end June 30, 2023.
3. **NO OTHER MODIFICATIONS**. Except as herein modified, the Prior Agreement remains in full force and effect.
4. **COUNTERPARTS**. To facilitate execution, this Amendment may be executed by handwritten signing or by electronically transmitted facsimile of such signing, either of which shall create a validly executed document, in as many counterparts as may be required.
5. **E-VERIFY**. Contractor warrants that it is and shall at all times remain in compliance with the “E-Verify” provisions of Article 2, Chapter 64 of the North Carolina General Statutes. Further, Contractor shall require that all sub-Contractors providing services related to this Amendment be and remain in compliance with Article 2, Chapter 64 of the North Carolina General Statutes. Failure to meet the requirements of this subsection shall be an event of default hereunder.
6. **RESTRICTED COMPANIES LIST**. Engineer represents that as of the date of this Agreement, Engineer is not included on the Final Divestment List created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.58. Engineer also represents that as of the date of this Agreement, Engineer is not included on the list of restricted companies determined to be engaged in a boycott of Israel created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.81.

[Remainder of Page Intentionally Left Blank; Signature Page Follows]

IN WITNESS WHEREOF, the parties have entered into this Amendment the day and year first above written.

Attest:

GRANVILLE COUNTY

Debra A. Weary, Clerk

By: _____
Drew Cummings, County Manager

Date: _____

GEORGE WADE WOODY, JR.

By: _____
George Wade Woody, Jr.

Date: _____

PRE-AUDIT CERTIFICATION

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

Stephen M. McNally
Finance Director, County of Granville

GRANVILLE COUNTY
STREET SIGN INSTALLATION
REQUEST FOR PROPOSALS (RFP)

Fee Schedule

Company / Individual Name: Wade Woody
Company / Individual Address: 301 Oxford Loop
Oxford NC 27565
Company / Individual Contact Info 919 482 6972

- | | |
|---|-------------------------|
| 1. Replacement of Existing Street Sign | \$ <u>30.00</u> (ea) |
| 2. Replacement of Existing Street Sign Pole | \$ <u>included</u> (ea) |
| 3. Installation of New Sign w/ Pole | \$ <u>30.00</u> (ea) |
| 4. Straightening of Existing Pole | \$ <u>10.00</u> (ea) |
| 5. Mileage Fee (based on round-trip from
from 122 Williamsboro St; Oxford) | \$ <u>55</u> (per mile) |

By submitting this Fee Schedule, the Company / Individual has read the attached Request for Proposal and fully understands the requirements of this request.

Wade Woody
Signature

Wade Woody
Print

May 3, 2019
Date



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: January 29, 2023
Title: **County Manager's Report**

PURPOSE:

Any matters as needed by the County Manager.

ACTION TAKEN:



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: January 29, 2023
Title: **County Attorney's Report**

PURPOSE:

Any matters as needed from the County Attorney.

ACTION TAKEN:



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: January 29, 2023
Title: **Presentations by County Board Members**

PURPOSE:

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

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

ACTION TAKEN:



Granville County Administration

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: January 29, 2023
Title: **Any Other Matters**

PURPOSE:

To consider any other matters as needed.

ACTION TAKEN: