

AGENDA
GRANVILLE COUNTY BOARD OF COMMISSIONERS

Tuesday, January 18, 2022



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

DUE TO RISE IN COVID NUMBERS, THE BOARD WILL MEET VIA ZOOM

Consent Agenda

1. Contingency Summary (p. 3)
2. Minutes (p. 5)

Public Comments

3. Public Comments (p. 32)

Finance Matters

4. FY 2020-2021 Annual Financial Report Audit Presentation (p. 33)

Proclamations, Resolutions and Legislative Matters for Consideration

5. Proclamations, Resolutions and Legislative Matters (p. 49)

Appointments

6. Orange Street Community Center (p. 50)
7. Emergency Services Committee (p. 51)
8. Firefighters Relief Fund Trustees Board (p. 52)
9. Senior Services Advisory Committee (p. 53)
10. Granville County Library System Board of Trustees (p. 54)

County Manager's Report

11. County Manager's Report (p. 55)

County Attorney's Report

12. County Attorney's Report (p. 56)

Presentations by County Board Members

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Any Other Matters

14. Any Other Matters (p. 58)



Granville County Finance

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

To: Board of Commissioners
From: Steve McNally
Department: Finance
Date: January 12, 2022
Title: Contingency Summary

RECOMMENDATION:

Finance Director recommends approval.

ATTACHMENTS:

Contingency Summary

ACTION TAKEN:

Summary of Contingency and Use of Fund Balance

Contingency Summary For FY 2021-2022 Budget January 18, 2022

Use of Contingency Summary - General Fund

General Contingency (10-9910-991):

Date	Description/Action	Adjustment Amount	Balance
7/1/2021	Budget Ordinance		\$ 180,000
9/7/2021	Fund balance of GVHD renovation project	\$ 51,000	\$ 129,000
9/7/2021	COTT Register of Deeds automation project	\$ 17,550	\$ 111,450
10/18/2021	Fire, Ambulance and Rescue consulting services	\$ 60,000	\$ 51,450
1/4/2022	Supplies and credit card processing fees for Parks and Grounds department	\$ 29,000	\$ 22,450
1/4/2022	Adjustment to Workers Comp premium due to audit adjustment	\$ 8,450	\$ 14,000

Environmental Disaster Contingency (10-9910-993):

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

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

Date	Description/Action	Adjustment Amount	Balance
7/1/2021	Budget Ordinance		\$ 100,000
9/7/2021	Fund replacing fire alarm system an Butner/Stem Elementary, BoCC approved 7/6/21	\$ 100,000	\$ -

Use of Fund Balance Summary - General Fund

Date	Description/Action	Adjustment Amount	Balance
7/1/2021	Budget Ordinance		\$ 5,645,236
9/7/2021	Roll over unexpended FY 21 Reach grant funds	\$ 15,000	\$ 5,660,236
9/7/2021	Adjust 4H Best funding per initial funding agreement	\$ (58,237)	\$ 5,601,999
9/7/2021	Adjust funding for FY 22 JCPC programs per PDS funding plan	\$ (20,876)	\$ 5,581,122
9/7/2021	Carry forward unexpended funds from FY 21 GVHD project	\$ 379,000	\$ 5,960,122
9/7/2021	Carry forward from FY 21 Engineering services for Triangle North	\$ 40,000	\$ 6,000,122
9/7/2021	Debtbooks lease accounting software for Finance	\$ 9,750	\$ 6,009,872
9/7/2021	Carry forward from FY 21 funding for County 275 Anniversary book	\$ 6,000	\$ 6,015,872
9/7/2021	Additional fee to cover total FY 22 W/C fee from NCACC	\$ 44,000	\$ 6,059,872
9/7/2021	Carry forward from FY 21 Engineering services for Triangle North	\$ 10,496	\$ 6,070,368
9/7/2021	Replace vehicle for Emergency Management. Should have been in Ordinance	\$ 30,000	\$ 6,100,368
9/7/2021	Fire Department stipend.	\$ 39,720	\$ 6,140,088
10/18/2021	Purchase replacement radios	\$ 575,000	\$ 6,715,088
10/18/2021	Parks and Grounds administrative position - 9 months	\$ 43,350	\$ 6,758,438
10/18/2021	Stovall property for future Senio Services North building	\$ 92,570	\$ 6,851,008
10/18/2021	Fund \$200,000 match for the \$400,000 One NC Fund Grant for Carolina Coops	\$ 200,000	\$ 7,051,008
12/6/2021	Animal Control Officer starting 1/16/2022	\$ 47,638	\$ 7,098,646
12/6/2021	Two Telecommunications Officers starting 1/16/2022	\$ 50,143	\$ 7,148,789
12/6/2021	carry over FY 21 Supplemental Grant Expense balance and 2020 EMPG grant	\$ 73,182	\$ 7,221,971
1/4/2022	Adjust annual inmate housing revenue	\$ (597,560)	\$ 6,624,411
1/4/2022	Additional construction adm/project expenditures for balance of FY 22	\$ 70,000	\$ 6,694,411
1/4/2022	Fund O/T and additional expenditures for Sheriff's dept	\$ 41,000	\$ 6,735,411
1/4/2022	Fund O/T and additional expenditures for Detention Center	\$ 23,000	\$ 6,758,411
1/4/2022	Stovall Senior Center land purchase	\$ 81,071	\$ 6,839,482
1/4/2022	Transfer funds from LEC construction Fund (Fund 48)	\$ (2,318,548)	\$ 4,520,934



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: January 14, 2022
Title: Minutes

PURPOSE:

To approve minutes of the September 7, 2021 and October 4, 2021 Regular Meetings and October 18, 2021 Health Department Tour.

RECOMMENDATION:

Approval

ATTACHMENTS:

September 7, 2021 Draft Minutes
October 4, 2021 Draft Minutes
October 18, 2021 Draft Minutes of Tour

ACTION TAKEN:

OXFORD, NORTH CAROLINA
September 7, 2021

The Members of the Honorable Board of Commissioners of Granville County, North Carolina met in a regular meeting on Tuesday, September 7, 2021, at 7:00 p.m. in the Meeting Room, Granville Expo and Convention Center, 4185 US Highway 15 South, Oxford.

Present were:

Chairman: Sue Hinman

Commissioners: Tony W. Cozart Jimmy Gooch
Zelodis Jay Timothy Karan
Russ May David T. Smith

County Manager: Michael S. Felts

County Attorney: James C. Wrenn, Jr.

News Reporters: David Murray – Oxford Public Ledger

MEETING CALLED TO ORDER

At 7:00 p.m., Chair Sue Hinman called the meeting to order. She then recognized Commissioner Timothy Karan for the invocation and Pledge of Allegiance.

MOMENT OF REMEMBRANCE AND SILENCE

Chair Hinman made the following comments:

The Granville County Board of Commissioners would like to open our evening with remembering our 13 Service members who were slain while defending the withdrawal of American citizens, SIV Afghans and those other Afghans seeking refuge from the Taliban, while serving at the Kabul Airport in Afghanistan.

Our service members are all volunteers who place themselves in harm's way when called upon by their Commander in Chief. They represent the very best our Nation has to offer, they are national treasures. Let it be known those service members who made the ultimate sacrifice while serving in Afghanistan will never be forgotten by a grateful nation. Their sacrifices secured the homeland from terrorist acts, and they will always be honored and revered for their service.

Our service members have sacrificed more than anyone could possibly image over the last 20 years. Many service members served in multiple deployments in IRAQ and Afghanistan. Many returned home with physical and mental scars which they will carry with them the remainder of their lives. They are humble and proud warriors, who did so with little

thanks and often without recognition. We want all our veterans and their families who reside in Granville County to know, we are thankful for your service and sacrifice. Granville County will continue to work diligently to bring about the appropriate recognition and support earned through your service. You are our heroes, and we will never be able to repay you for your service.

Chair Hinman then asked for a moment of silence to pray for those service members who were lost most recently, those who were lost over the last 20 years, all those who returned and their families who continue to live with the grief and pain war brings.

CONSENT AGENDA APPROVED

Upon a motion by Commissioner Tony W. Cozart, 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	\$	111,450
School Bond D/S Contingency	\$	100,000
Environmental Disaster Contingency	\$	10,000
General Fund Appropriated Fund Balance	\$	6,140,088

- (B) Approved Budget Amendment #1 as recommended by the Finance Director:

**Budget Amendment #1
09/07/2021**

Be it ordained, the FY 2021-2022 Annual Budget Ordinance is hereby amended as follows:

GENERAL FUND

Expenditures: Increase/(Decrease)

General Government			
Finance		9,750	
Register of Deeds		17,550	
Public Safety			
Fire Services		39,720	
Emergency Management		30,000	
Community Services			
Cooperative Extension Service		2,500	
21 Century Grant		15,000	
4-H Best		3,001	
County Library System		3,200	
Construction Projects		470,000	
Education			
Granville County School System		100,000	
Area Projects and Other Appropriations			
Special Projects		10,496	
Non-Departmental		50,000	
Pass Thru Funds and Transfers		17,006	
Contributions to Other Funds			
Contingencies		(168,550)	
<i>Total Expenditures</i>			599,673

Revenues: Increase/(Decrease)

Restricted and Intergovernmental	104,820
Appropriated Fund Balance	494,853
<i>Total Revenues</i>	599,673

EMERGENCY TELEPHONE SYSTEM FUND

Expenditures: Increase/(Decrease)					
		ETSF - Software		60,000	
		Total Expenditures			60,000
Revenues: Increase/(Decrease)					
		Appropriated Fund Balance		60,000	
		Total Revenues			60,000

SOLID WASTE - LANDFILL FUND

Expenditures: Increase/(Decrease)					
		Landfill Operations		24,700	
		Total Expenditures			24,700
Revenues: Increase/(Decrease)					
		Appropriated Fund Balance		24,700	
		Total Revenues			24,700
		Budget Amendment #1			

(For reference only) Balance

General Fund/Social Security					
Expenditures: Increase/ (Decrease)					
10-	6110	600	Hotspot Grant	\$3,200	\$3,200
Revenues: Increase/(Decrease)					
10-	3327	321	LSTA Grant Revenue	\$3,200	\$3,200

Description: Fund the LSTA grant for purchased mobile hotspots with data plans.

General Fund/21st Century Grant					
Expenditures: Increase/ (Decrease)					
10-	5837	260	Supplies	\$10,000	\$16,780
10-	5837	313	Field Trips	\$5,000	\$10,321
Revenues: Increase/(Decrease)					
10-	3990	991	Appropriated Fund Balance	\$15,000	\$5,660,235

Description: Roll over unexpended FY 21 Reach grant funds.

General Fund/Coop Extension					
Expenditures: Increase/ (Decrease)					
10-	4950	600	CES - VAD Program	\$2,500	\$2,500
Revenues: Increase/(Decrease)					
10-	3838	330	CES - VAD Program Revenue	\$2,500	\$2,500

Description: Establish Voluntary Ag District funding for Cooperative Ext. Services.

General Fund/4-H Best					
Expenditures: Increase/ (Decrease)					
10-	5831	220	4H Best Food	\$600	\$1,745
10-	5831	251	Gas, Oil and Tires	\$261	\$661
10-	5831	260	Supplies	\$200	\$400
10-	5831	340	Printing	\$240	\$340
10-	5831	399	Other Services	\$1,300	\$1,300
10-	5831	490	Association Dues	\$400	\$400
Revenues: Increase/(Decrease)					
10-	3990	991	Appropriated Fund Balance	(\$58,237)	\$5,601,998
10-	3583	334	4-H Best	\$61,238	\$61,238

Description: Adjust 4H Best per initial program funding agreement.

General Fund/Pass Through					
Expenditures: Increase/ (Decrease)					
10-	8580	107	Initial Allocation/Unallocated	(\$232,000)	\$0
10-	8580	109	Administrative	\$6,177	\$6,177
10-	8580	108	Comm Connections (Youth Villages)	\$70,298	\$70,298
10-	8580	108	Comm Connections (Y.V.) - Level II	\$103,883	\$103,883
10-	8580	112	Boys and Girls Club (Positive Actions)	\$30,684	\$30,684
10-	8580	146	Trails to Success (Shepard Youth Ranch)	\$37,964	\$37,964
Revenues: Increase/(Decrease)					
10-	3583	329	Initial Allocation/Unallocated	(\$185,600)	\$0
10-	3583	330	Administrative	\$3,810	\$3,810
10-	3583	331	Comm Connections (Youth Villages)	\$58,582	\$58,582
10-	3583	331	Comm Connections (Y.V.) - Level II	\$103,883	\$103,883
10-	3583	338	Boys and Girls Club (Positive Actions)	\$25,570	\$25,570

10-	3583	342	Trails to Success (Shepard Youth Ranch)	\$31,637	\$31,637
10-	3990	991	Appropriated Fund Balance	(\$20,876)	\$5,581,122

Description: Adjust funding for FY 2022 JCPC programs per the Department of Public Safety Funding Plan.

General Fund/Construction Projects

Expenditures: Increase/ (Decrease)

10-	4251	810	GVHD Renovations	\$430,000	\$460,000
10-	9910	991	General Contingency	(\$51,000)	\$129,000

Revenues: Increase/ (Decrease)

10-	3990	991	Appropriated Fund Balance	\$379,000	\$5,960,122
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Description: To carry forward \$379,000 of unexpended funds from the FY 2021 budget GVHD project plus additional funds to complete the project.

General Fund/Construction Projects

Expenditures: Increase/ (Decrease)

10-	4251	801	Triangle North Road & Other	\$40,000	\$60,000
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Revenues: Increase/ (Decrease)

10-	3990	991	Appropriated Fund Balance	\$40,000	\$6,000,122
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Description: Fund continued engineering services for Triangle North. Expenditure was approved in FY 2021 budget.

General Fund/Finance

Expenditures: Increase/ (Decrease)

10-	4130	381	Computer Services	\$9,750	\$34,750
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Revenues: Increase/ (Decrease)

10-	3990	991	Appropriated Fund Balance	\$9,750	\$6,009,872
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Description: Fund the setup fee and recurring charges for debt tracking and (GASB 87) lease accounting services with DebtBooks. Decision to fund was made during the FY 2022 budget service expansion review process.

General Fund/Non-Departmental

Expenditures: Increase/ (Decrease)

10-	8540	807	County 275th Ann. Books	\$6,000	\$6,000
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Revenues: Increase/ (Decrease)

10-	3990	991	Appropriated Fund Balance	\$6,000	\$6,015,872
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Description: Carry over FY 2021 funds for the County 275th Anniversary Book line item.

General Fund/Non-Departmental

Expenditures: Increase/ (Decrease)

10-	8540	101	Workers Compensation	\$44,000	\$247,832
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Revenues: Increase/ (Decrease)

10-	3990	991	Appropriated Fund Balance	\$44,000	\$6,059,872
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Description: Fund the amount of renewal fee exceeding the original budget estimate for annual workers compensation premium from NCACC.

General Fund/Special Appropriations

Expenditures: Increase/ (Decrease)

10-	8500	657	Human Relations Council	\$10,496	\$17,396
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Revenues: Increase/ (Decrease)

10-	3990	991	Appropriated Fund Balance	\$10,496	\$6,070,368
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Description: Carry over of unexpended Human Relations Council funds from the FY 2021 budget.

General Fund/Emergency Management

Expenditures: Increase/ (Decrease)

10-	4330	540	Vehicles	\$30,000	\$30,000
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Revenues: Increase/ (Decrease)

10-	3990	991	Appropriated Fund Balance	\$30,000	\$6,100,368
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Description: Fund the purchase of a replacement vehicle for Emergency Management. This was approved in the operating budget process by the Granville County BoCC, but was inadvertently left out the budget ordinance.

General Fund/Fire Services

Expenditures: Increase/ (Decrease)

10-	4340	632	VPS Service Stipend	\$39,720	\$39,720
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Revenues: Increase/(Decrease)					
10-	3990	991	Appropriated Fund Balance	\$39,720	\$6,140,088

Description: Fund Fire Department stipend. This was approved as a service expansion but was inadvertently leftout of the FY 2022 budget ordinance.

General Fund/Register of Deeds					
Expenditures: Increase/ (Decrease)					
10-	4180	602	Automation Project	\$17,550	\$17,550
10-	9910	991	Contingency	(\$17,550)	\$162,450

Description: Fund COTT automation of deeds project.

General Fund/Schools					
Expenditures: Increase/ (Decrease)					
10-	5911	581	Other Cap 1 Capital Outlay	\$100,000	\$100,000
10-	9910	994	School Bonds Contingency	(\$100,000)	\$0

Description: To fund replacing fire alarm system at Butner-Stem Elementary, as approved by the Granville Co.BoCC on July 6, 2021.

Emergency Telephone System Fund					
Expenditures: Increase/ (Decrease)					
27-	4501	357	Radio	\$60,000	\$70,000
Revenues: Increase/(Decrease)					
27-	3991	991	Appropriated Fund Balance	\$60,000	\$60,000

Description: To transfer funds within the E-911 fund to fund Motorola Solutions maintenance contract.

Landfill Fund					
Expenditures: Increase/ (Decrease)					
59-	4710	199	Contracted Services	\$24,700	\$24,950
Revenues: Increase/(Decrease)					
59-	3991	991	Appropriated Fund Balance	\$24,700	\$24,700

Description: Fund turn lane / traffic improvement study for the Wilton convenience site, as approved by the Granville County BoCC on March 15, 2021.

(C) Approved the Tax Refunds, Releases and Write-offs for July 2021 as follows:

Refunds	\$14,631.72
Releases	\$15,587.28
Write-offs	\$140.89

(D) Approved Minutes of the May 17, 2021, June 7, 2021 and June 21, 2021 Regular Meetings.

BOARD RECOGNIZED NACO ART CONTEST WINNERS

Commissioner May explained that Granville County students were invited to participate in the National Association of Counties’ Student Art Contest this past spring, with almost 100 entries coming from Granville County Public Schools. The theme this inaugural contest was “I Love My County Because....” Student artists were asked to complete the sentence of why they “love” their county and accompany that sentence with a piece of original artwork to depict the reason selected. The contest was part of NACo’s 2021 “Counties Matter” campaign, with a goal of introducing young residents to the responsibilities of local government.

Artwork submitted by two students of Granville County Public Schools was selected to be included on the National Association of Counties' 2022 calendar, with one honorable mention. All winning artwork will also be published in NACo's "County News" newspaper, which is distributed nationwide.

The Board recognized the following students and presented them with certificates and 275th anniversary coins:

- Brim Royster, J.F. Webb High School - Winner
"I love my county for the family connections I have here."
(Drawing of his family members)
- Elizabeth Gibson, Creedmoor Elementary School - Winner
"I love my county because of the beautiful architecture."
(Drawing of Granville County Courthouse)
- Sofia Serba Davis, J.F. Webb High School – Honorable Mention
"I love my county because of the beautiful architecture."
(Drawing of Strong Arm Baking on Main Street in Oxford)

Chair Hinman thanked the Art teachers Ophelia Staton of J.F. Webb High School and Leslie Nunnery of Creedmoor Elementary as well as Lynn Allred with Granville County that coordinated with the schools and NACo to get the entries turned in for the contest.

UPDATE ON THE AIRPORT

Jonathan Carver, Granville County representative on the Aeronautics Authority of the City of Henderson, City of Oxford, County of Granville and County of Vance, gave an update on operations at the airport. He reported the following regarding the Henderson-Oxford Airport:

- For 2021, as of today, there have been 2072 operations (take-off and landings) as compared to 1485 in 2020 and 924 in 2019
- 85% general aviation, 10% heli-operations and 5% jet traffic
- Grant projects:
 - New set of 10 T-hangers completed and full, with 20 people on the waiting list
 - Installed new LED rotating beacon (first in North Carolina)
- Met with Department of Aviation to work on 10-year masterplan
- Next major project is to move existing taxiway to handle larger airplanes
- Project to upgrade to runway resurfacing
- Future project to do a parallel taxiway on other side to accommodate large jets
- EAA Young Eagles event postponed due to Covid
- Military History Day will be held October 23rd

When asked, Mr. Carver reported that they have brand new t-hangers and one had been damaged, torn down and rebuilt. He said that the Chapel Hill airport has closed and brought people to the Henderson-Oxford Airport.

Chair Hinman thanked Mr. Carver for the update.

BOARD HEARD UPDATE ON SOLID WASTE MATTERS

Jason Falls, Solid Waste Management Director, said he wanted to give an update to the Board since there was a recent policy change as of July 1st to not accept construction and demolition debris at the convenience sites. The Solid Waste Liaisons met to identify problems and come up with solutions. Before the changes, there were problems with full boxes and early site closures; increased wait times; safety and traffic concerns; and acceptance of out-of-county waste(s). Since July 1st there has been reduction in the number of hauls at all of the convenience sites and he referred to the monthly comparison. He noted that Granville County was one of the only counties receiving construction and demolition debris at the convenience sites. Concerns were addressed by: siting/location of open top container at the landfill/scale house; contact with GFL staff and site attendants on acceptance; brochures on policy change distributed at sites/landfill; direct communication with users/ and only one illegal dump case reported and tied to this policy change. He noted the cost savings and benefits as: reduced out-of-county wastes, reduced wait and traffic times, and annual cost savings of \$200,000 per year.

Commissioner Smith asked how the open top container at the scale house in Oxford is working out. He had complaints from those not wanting to go up on the landfill hill in mud and nails.

Mr. Falls said the container was installed last Saturday and the box was filled up in four hours. He noted that the site is open Monday - Saturday.

AFTER HOLDING PUBLIC HEARING, BOARD APPROVED APPLICATION FOR 5310 NC DOT TRANSPORTATION GRANT

Chair Sue Hinman stated that the next matter on the agenda was a public hearing to receive public comments on the 5310 Transportation Grant application for funding during fiscal year 2022-2023 for Senior Services. Granville County has participated in the 5310 Transportation Grant program since 2010. Funding from this grant program provides the Oxford fixed route. A copy of the public hearing notice was advertised in the August 26th edition of the Oxford Public Ledger in both English and Spanish.

Chair Hinman opened the public hearing and recognized Kathy May, Senior Services Director, for a brief overview.

Mrs. May said for 12 years, the Department of Senior Services has applied for and received funding from the North Carolina Department of Transportation grant to pay operating

expenses to KARTS to run a shuttle service in the form of a fixed route in the City of Oxford with 16 stops per hour. The route begins each weekday morning at the Senior Center at 8:00 a.m. and throughout the hour stops at nine housing developments, two pharmacies, two grocery stores and Granville Health System that is in walking distance of numerous doctors' offices and the Health Department's new location that will open soon. Oxford's layout makes it a perfect setup for a route like it as riders are within an easy walk to numerous places. The route did not run a regular schedule from March 2020 – March 2021 due to Covid. In the last full year of operation, 2018-2019, the shuttle service provided 13,341 one-way trips to the Oxford community. She said she would be glad to answer any questions.

Chair Hinman said that anyone wishing to speak, please come to the podium and state your and address for the record. No one came forward to speak.

Commissioner May said with the recent census and increase in population in the Butner-Creedmoor area, could there be a grant opportunity there since there will be a Social Services site in that area and a doctor's office nearby.

Mrs. May explained that this is a competitive grant, and you can only receive one per county. She said she could not submit two grants and have both awarded. She said there may be other grants in the future to look into to assist those in the southern area.

Commissioner May asked her to keep this in mind to look for grants for the southern end.

Chair Hinman declared the public hearing closed. There was no further clarification needed.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board approved submitting the application for the NCDOT 5310 Transportation Grant funding for fiscal year 2022-2023 in the amount of \$161,000 and the 10% match of \$16,100 to be included in the fiscal year 2022-2023 budget and the following resolution:

PUBLIC TRANSPORTATION PROGRAM RESOLUTION

FY 2023 RESOLUTION

Section 5311 (including ADTAP), 5310, 5339, 5307 and applicable State funding, or combination thereof.

Applicant seeking permission to apply for Public Transportation Program funding, enter into agreement with the North Carolina Department of Transportation, provide the necessary assurances and the required local match.

A motion was made by Commissioner David T. Smith and seconded by Commissioner Zelodis Jay for the adoption of the following resolution, and upon being put to a vote was duly adopted.

WHEREAS, Article 2B of Chapter 136 of the North Carolina General Statutes and the Governor of North Carolina have designated the North Carolina Department of Transportation (NCDOT) as the agency responsible for administering federal and state public transportation funds; and

WHEREAS, the North Carolina Department of Transportation will apply for a grant from the US Department of Transportation, Federal Transit Administration and receives funds from the North Carolina General Assembly to provide assistance for rural public transportation projects; and

WHEREAS, the purpose of these transportation funds is to provide grant monies to local agencies for the provision of rural, small urban, and urban public transportation services consistent with the policy requirements of each funding source for planning, community and agency involvement, service design, service alternatives, training and conference participation, reporting and other requirements (drug and alcohol testing policy and program, disadvantaged business enterprise program, and fully allocated costs analysis); and

WHEREAS, the funds applied for may be Administrative, Operating, Planning, or Capital funds and will have different percentages of federal, state, and local funds.

WHEREAS, non-Community Transportation applicants may apply for funding for “purchase-of-service” projects under the Capital Purchase of Service budget, Section 5310 program.

WHEREAS, Granville County hereby assures and certifies that it will provide the required local matching funds; that its staff has the technical capacity to implement and manage the project(s), prepare required reports, obtain required training, attend meetings and conferences; and agrees to comply with the federal and state statutes, regulations, executive orders, Section 5333 (b) Warranty, and all administrative requirements related to the applications made to and grants received from the Federal Transit Administration, as well as the provisions of Section 1001 of Title 18, U. S. C.

WHEREAS, the applicant has or will provide all annual certifications and assurances to the State of North Carolina required for the project;

NOW, THEREFORE, be it resolved that the County Manager of Granville County is hereby authorized to submit grant application (s) for federal and state funding in response to NCDOT’s calls for projects, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide rural, small urban, and urban public transportation services.

PUBLIC COMMENTS

Chair Hinman announced that no one signed up for public comments.

BOARD APPROVED LATE APPLICATION FOR BRUCE PARRISH SR.

Chair Hinman explained that Bruce Parrish came into the Tax office in July with his award letter from Veterans Affairs. Jenny Griffin, Tax Administrator, informed Mr. Parrish that the deadline had passed, and it could only be approved by the Board of Commissioners.

Mr. Parrish requested that the Board consider his application because Veterans Affairs were back logged with their paperwork due to Covid. Mr. Parrish's date of disability is dated May 20, 2020.

Ms. Griffin noted that the Winston Salem office closed completely in 2020 and that she recommended approval of the late application since Veterans Services was closed during COVID and they are behind on their forms. When asked, Ms. Griffin said if other Veterans had these same issues, they could come to the Tax office for assistance with the matter.

Upon a motion by Commissioner Jimmy Gooch, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved the late Disabled Veterans Exclusion application for Bruce Parrish, Sr.

BOARD APPROVED LATE APPLICATION FOR ISSAC TANNER

Chair Hinman explained that Isaac Tanner picked up a Disabled Veterans Exclusion application from the Tax office before June 1, 2021. He was asked to fill out the application and send the NCDVA-9 form to the U.S. Department of Veterans Affairs in Winston Salem to be completed. The Tax office also informed Mr. Tanner that the VA is back logged with these forms so in the meantime turn in the application to the Tax Department and wait for the NCDVA-9 form. Mr. Tanner turned in his completed application with the NCDVA-9 form on July 13, 2021. The VA said they mailed him the forms and he had not received them, so they faxed it to him. Mr. Tanner was confused with our application instructions.

Ms. Griffin, Tax Administrator, explained that this was a communication error and that she recommended approval.

Upon a motion by Commissioner Jimmy Gooch, seconded by Commissioner Timothy Karan, and unanimously carried, the Board approved the late Disabled Veterans Exclusion application for Isaac Tanner.

BOARD REAPPOINTED DR. BRIDGET WATERS TO THE GRANVILLE-VANCE DISTRICT BOARD OF HEALTH

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board reappointed Dr. Bridget Waters (Veterinarian) to the Granville-Vance District Board of Health to be put on the same appointment rotation as the other members.

BOARD REAPPOINTED MAGGIE SMOAK BRUMMITT TO THE GRANVILLE COUNTY ECONOMIC DEVELOPMENT ADVISORY BOARD

Upon a motion by Commissioner Jimmy Gooch, seconded by Commissioner David T. Smith, and unanimously carried, the Board reappointed Maggie Smoak Brummitt to the Granville County Economic Development Advisory Board.

BOARD APPROVED AWARDING SOUTH BRANCH DSS SATELLITE OFFICES CONSTRUCTION CONTRACT

Scott Phillips, Development Services Director, explained that Granville County received competitive bid proposals on August 24, 2021 for the interior alterations needed for the Department of Social Services (DSS) South Branch Satellite Offices located at the Dutch Village Shopping Center, Butner, NC. The bid submittal requested the following pricing:

- Base Bid Price in accordance with the construction documents
- Alternate pricing as follows:
 - Alternate A-1; replace existing women's toilet room partitions with new
 - Alternate A-2; installation of a Fire Alarm System (not required by Building Code)
 - Alternate A-3; replace broadloom rolled carpet with carpet tile

The Bid Tabulation in the agenda indicated the bid submittals received and the dollar amounts as indicated above. The fiscal year 2021-2022 budget can facilitate the base bid amount as well as any or all alternate pricing. Mr. Phillips gave his recommendation that included a budget contingency of \$15,000 for any unforeseen conditions or owner request changes and answered questions, noting that the bids are under the project budget.

Upon a motion by Commissioner Jimmy Gooch, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved awarding the DSS Satellite Office construction contract to Focus Design Builders for interior alterations for the base bid amount of \$588,189 and three (3) alternates in the amount of \$36,316, for a total amount of \$624,505, and also a budget contingency of \$15,000, with funding for the project from the fiscal year 2021-2022 budget.

- Alternate A-1; replace existing women's toilet room partitions with new (\$4,438)
- Alternate A-2; installation of a Fire Alarm System (not required by Building Code) ((\$29,744)
- Alternate A-3; replace broadloom rolled carpet with carpet tile (\$2,134)

BOARD APPROVED EQUIPMENT TO OUTFIT TEN NEW SHERIFF'S VEHICLES

The Sheriff's Office requested approval to purchase the equipment necessary to outfit ten (10) vehicles for service. Although the funding for the vehicle equipment was approved in the fiscal year 2021-2022 budget, the request is being brought back to the Board for final approval per policy because the expenditure is more than \$10,000.

County Manager Felts noted that the Sheriff's office will utilize some existing equipment in addition to the quoted equipment to outfit all ten vehicles. Per the Sheriff's Office, the cost to fully outfit a vehicle is just over \$7,000 per vehicle. By using available existing equipment from replaced vehicles, the average cost per outfitting based on the B & G quote is \$3,676.52 each.

Upon a motion by Commissioner Timothy Karan, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved purchasing the equipment necessary to outfit the ten (10) new vehicles for service from B&G Electronics at a price of \$36,765.17 from the fiscal year 2021-2022 budget.

BOARD APPROVED AMENDMENT TO MORRISON'S CONTRACT FOR MEALS FOR THE SENIOR CENTER

Chair Hinman explained that Granville County Senior Services has a contract with Morrison's Management Specialists to prepare and deliver daily mid-day meals to all three senior centers. The County currently pays \$4.69 per meal, which includes transportation of the food (in bulk) to each of our three senior centers daily. There have only been two (2) price increases since we began our contract in 2011.

Morrison is now asking for an amendment to the agreement to include an annual Consumer Price Index (CPI) adjustment to take effect in August of each year. The "CPI Adjustment" for the purpose of the Agreement shall mean and refer to the annual price escalator obtained from the Consumer Price Index for All Urban Consumers, U.S. City Average, "Food Away from Home," Series Id: CUUR0000SEFV (Not Seasonally Adjusted) as measured against the most recently published twelve (12) month period." (currently 4.6%) They have agreed to cap the CPI adjustment at 3%. For the current year, this will take our price per meal to \$4.83.

After questions and clarification, the Board took action.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Russ May, and unanimously carried, the Board approved an amendment to the contract with Morrison's Management Specialists to include an annual Consumer Price Index (CPI) to take effect each August with a cap of 3% for home delivered meals for Senior Services.

BOARD APPROVED THE FIRE DEPARTMENT RADIO REPLACEMENT PROGRAM

Jason Reavis, Emergency Management Director, explained that as a result of the fiscal year 2021-2022 budget, Emergency Management was given the direction to develop a plan for replacing the 800 MHz radios for all 14 Granville County Fire Departments, Granville County Search and Recovery, Emergency Management, Emergency Communications/911 and Animal Control. These radios are to be funded over three years - fiscal years 2022, 2023, and 2024.

At the direction of the Board of Commissioners, the Emergency Management Director and Fire Marshal provided multiple options for portable radios to each department. Each department was allowed to select which radio would best suit their needs from the options provided prior to County staff obtaining quotes. This radio replacement is necessary, due to North Carolina State Highway Patrol Viper Division having to complete a major upgrade of the system. The Viper Division is requiring all new radios added to the Viper Network to be TDMA compliant by July 1, 2022 and that all radios that are not TDMA compliant to be replaced by July 1, 2025. Any radio that has not been replaced by July 1, 2025 will cease to work. He then reviewed quotes on page 117 of the agenda packet and answered questions from the Board. He noted that John Snow, CEO of Granville Health System, requested buying radios for EMS in conjunction with this purchase.

County Manager Felts and Emergency Management Director Reavis recommended the one-time purchase option to take advantage of the volume discount of \$143,000 in savings as well as avoiding future cost increases due to market changes and inflation.

Mr. Reavis answered questions noting that the difference in radios is personal preference and in order for some fire departments to keep consistency with batteries.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved the one-time purchase option for replacement radios for all 14 Granville County Fire Departments, Granville County Search & Recovery, Emergency Management, Emergency Communications/911, and Animal Control

for a total amount of \$1,149,579, that includes Granville Health System radios that will be reimbursed (\$76,285), for a total County cost of \$1,073,294 from fund balance.

BOARD APPROVED ENGAGING NORTH CAROLINA FIRE CHIEF CONSULTING FOR FIRE, AMBULANCE AND RESCUE SERVICE DISTRICT(S) CONSULTING SERVICES

County Manager Felts explained that during the regular meeting held on July 6, 2021, the Board of Commissioners authorized County Administration, working with the Fire Needs Subcommittee, to develop and release a Request for Proposal for Consulting Services to assist in the development and implementation of a service district or service districts for fire protection and possibly ambulance and rescue service for Granville County. The Fire Needs Subcommittee has been actively gathering and researching data to aid in the development of a structure and funding recommendation to provide fire protection services throughout Granville County in a manner which will meet the firefighters and the County's needs. While the group is to be commended for the dedicated efforts to advance the fire and rescue services into the future, the task is very technical in nature, so the Subcommittee identified the need for some expert counsel regarding this issue.

Requests for proposals were advertised on the County website, included in a paper of general circulation, and were sent directly to several companies which engage in similar services. The County received proposals from North Carolina Fire Chief Consulting and Public Consulting Group. On September 3, 2021, a selection committee consisting of Commissioners Russ May, Timothy Karan, Zelodis Jay, and County Manager Michael Felts heard presentations from both vendors. Each vendor had significant areas of strength and provided unique insight to the County's proposed project. The committee unanimously recommend North Carolina Fire Chief Consulting. The key determining factor was NC Fire Chief Consulting's understanding of NC standards, rules, and requirements as well as their extensive work within NC on similar projects and their affiliation with the North Carolina League of Municipalities.

Copies of the two proposals were included in the agenda for reference. The proposed not-to-exceed cost estimate from NC Fire Chief Consulting is \$59,148. This is based on the reduced billing rate that is provided through their affiliation with the League of Municipalities and extended to members of the NCACC. The vendor noted that billing is based on the hours worked, therefore the actual cost may be lower than the estimated proposal cost. Funding is

not currently included in the fiscal year 2021-2022 annual budget, so it would require an appropriation of fund balance.

When asked, County Manager Felts said that both vendors should be able to bring back a recommendation in early Spring, possibly around retreat time in February, so it can be completed by the end of this fiscal year.

Upon a motion by Commissioner Tony W. Cozart, seconded by Commissioner Jimmy Gooch, and unanimously carried, the Board approved authorizing the County Manager to engage the services of NC Fire Chief Consulting to provide consulting services to assist in the development and implementation of a service district or service districts for fire protection, ambulance, and rescue service for Granville County for a cost not to exceed \$59,148 from fund balance.

GRANVILLE COUNTY EMPLOYEE NC DOT FALL LITTER SWEEP EVENT

Granville County has taken an active stance to help address litter issues in the County. Twice each year, County employees and Commissioners are provided an opportunity to participate in a litter cleanup program in conjunction with the NCDOT Litter Sweep program.

This year the NCDOT sponsored “Fall 2021 Litter Sweep” begins September 11th and concludes September 25th. Jason Falls, Director of Environmental Programs is requesting volunteers within county departments to help clean designated road(s) within the County (*roads will be determined prior to day of pickup*) on Friday, September 17, 2021. The group of volunteers will meet behind the County Administration Office at 12 noon on Friday, September 17, 2021 for lunch and a rain date has been scheduled for the following September 24, 2021. For County employees participating, and as an incentive, once we are finished picking up litter from the selected road(s), employees will have the option of not returning to work (without using leave) as approved by the County Manager and/or employee’s supervisor. Additionally, employees can earn 20 points towards wellness activities by participating. This was an information only item.

BOARD APPROVED NEW POSITION REQUEST FOR PARKS AND GROUNDS DEPARTMENT – VENUE AND ACTIVITIES COORDINATOR

County Manager Felts explained that County Administration has identified a need to increase capacity and improve service delivery for coordinating activities and administering facility rentals. To address this need, we are requesting the addition of a new *Venue and Activities Coordinator* position. This new position would report to the Parks and Grounds

Maintenance Manager and assume all responsibilities for scheduling and managing rentals as well as coordinating special events and other activities.

Over the past several years demand for rental space at the County's two available facilities, the Expo and Convention Center and the Granville Athletic Park (GAP), has rapidly outpaced staff's ability to manage the rentals effectively. For example, in order to assist renters with planning their events at the Expo, currently a member of the administrative staff must leave their assigned workstation and meet prospective renters to tour the facility and again to attend to other requests once the rental is confirmed. These work disruptions are subsequently followed by careful monitoring and tracking to ensure all facility use requirements are met according to the timeframe established by the rental agreement (ex, permitting, insurance coverage, security needs, etc.).

Similarly, Parks and Grounds crew members must frequently leave their equipment and field work to report to the park office to answer questions, provide copies of rental agreement forms, and manage rentals. Moreover, the recent GAP Phase III expansion project has introduced additional time-consuming steps to facilitate public, school, and organization hourly rentals for the tennis and sand volleyball courts. These additional amenities and rental frequencies are further straining staff resources.

The Venue and Activities Coordinator position will be based at the GAP park office and is tentatively slated to hold public office hours Monday – Friday, from 9:00 am through 4:00 pm. The regular work time from 8:30 am to 9:00 a.m. and from 4:00 p.m. to 5:00 p.m. will be utilized for administrative needs and for providing prospective renters access to tour the Expo facilities, etc.

Chair Hinman noted that at the 275th Anniversary Celebration it was determined that this position was needed.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board approved updating the fiscal year 2021-2022 Pay and Classification Plan to include a new Venue and Activities Coordinator position, appropriate funding for the position, and authorized publication of the job posting as soon as possible.

COUNTY ATTORNEY REQUESTED CLOSED SESSION

County Attorney Wrenn requested a closed session for attorney-client and economic development matters.

BOARD PRESENTATIONS

Commissioner Smith announced that the Senior Center's Nifty 90s drive thru event will be held September 21st. Anyone 90 and up interested in attending should call the Senior Center to sign-up.

DURING BOARD PRESENTATIONS, BOARD APPROVED SPONSORSHIP OF TABLE FOR THE CRIME STOPPERS BANQUET

Commissioner Smith said that Crime Stoppers will hold their annual banquet on Tuesday, October 26th at 6:30 p.m. at Pleasant Grove Baptist Church and are selling sponsorships for tables.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Russ May, and unanimously carried, the Board approved purchasing a table for the Crime Stoppers Banquet on Tuesday, October 26, 2021 at the cost of \$120.

BOARD PRESENTATIONS CONTINUE

Commissioner Smith announced that the Kerr-Tar Council of Governments (COG) banquet scheduled for September has been cancelled.

Commissioner May thanked those at Veterans Services for providing information to the public regarding the recent event in Afghanistan; thanked the Board for moving forward with recommendations for consulting services for review and assessment of fire, ambulance and rescue service district(s) as well as the Fire Department Needs Subcommittee for their work on the matter; and also thanked Jason Reavis, Emergency Management Director, for his work on the replacement radios to save money. He noted that the end of year school assessments have been done by the State and they are not good. He said he is eager to hear how Granville County Public schools rated. He also mentioned the 9/11 anniversary coming up and that we will never forget those that gave their lives that day and those that continue to protect us.

Commissioner Karan said the fireworks this past weekend at Lake Holt sponsored by Granville County, Town of Butner and City of Creedmoor were a blast. He announced the Hot Sauce Festival this upcoming weekend on Saturday in Oxford.

Commissioner Gooch reminded everyone of the joint tours of J.F. Webb and South Granville High Schools on Thursday and said he looks forward to them. He said the fireworks at Lake Holt were an awesome display and good gathering.

Chair Hinman announced that Fun Day will be on September 24th at the North Granville Senior Center in Stovall and asked Commissioner May to attend in her place since she is unable to attend. She personally thanked Granville County staff for their hard work and dedication as well as County Commissioners.

Commissioner Karan announced that Chair Hinman will graduate from the Citizens Academy sponsored by the Sheriff's Office on September 30th.

BOARD WENT INTO CLOSED SESSION

Upon a motion by Commissioner Russ May, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board went into closed session as allowed by G.S. 143-318.11(a)(3) and (4) 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 and to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations.

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

BOARD ADJOURNED

Upon a motion by Commissioner Russ May, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board adjourned the meeting at 9:09 p.m.

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

APPROVED BY:

Sue Hinman, Chair

OXFORD, NORTH CAROLINA
October 4, 2021

The Members of the Honorable Board of Commissioners of Granville County, North Carolina met in a regular meeting on Monday, October 4, 2021 at 7:00 p.m. in the Auditorium, Granville Expo and Convention Center, 4185 US Highway 15 South, Oxford.

Present via Zoom were:

- Chair:** Sue Hinman
- Commissioners:** Tony W. Cozart Jimmy Gooch
Zelodis Jay Timothy Karan
Russ May David T. Smith
- County Manager:** Michael S. Felts
Assistant County Manager: Korena Weichel
County Attorney: James C. Wrenn, Jr
- News Reporters:** Shawn Taylor – *Butner-Creedmoor News*
David Murray – *Oxford Public Ledger*

MEETING CALLED TO ORDER

At 7:01 p.m., Chair Sue Hinman called the meeting to order and recognized Commissioner Jimmy Gooch for the invocation and the 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 | \$ 111,450 |
| School Bond D/S Contingency | \$ 100,000 |
| Environmental Disaster Contingency | \$ 10,000 |
| General Fund Appropriated Fund Balance | \$ 6,140,088 |
- (B) Approved Minutes of the February 17 and March 18, 2021 Retreat and May 10 and 11, 2021 Budget Workshops.
- (C) Approved the Tax Refunds, Releases and Write-offs for August 2021 as follows:
- | | |
|------------|--------------|
| Refunds | \$142,292.80 |
| Releases | \$396,075.18 |
| Write-offs | \$41.90 |
- (D) Approved the request from KARTS for submission of the 5311 Designation Certification Form for fiscal year 2023-2027 per grant requirements from NCDOT Integrated Mobility Division as follows:

Resolution authorizing the filing of applications with the North Carolina Department of Transportation– Integrated Mobility Division for grant years FY 2023– FY 2027, for federal transportation assistance authorized by 49 U.S.C. 5311, United States Code, other federal

statutes administered by the Federal Transit Administration or state statutes administered by the State of North Carolina.

WHEREAS, the North Carolina Department of Transportation has been delegated authority to award federal financial assistance for transit projects as allocated throughout North Carolina by County;

NOW, THEREFORE, BE IT RESOLVED BY GRANVILLE COUNTY,

1. That the Executive Director of Kerr Area Transportation Authority is authorized to execute and file an application for federal assistance on behalf of Granville County with the State of North Carolina for federal assistance authorized by 49 U.S.C. Chapter 5311 United States Code, other federal statutes or state statutes authorizing a project administered by the Federal Transit Administration.
 2. That the Executive Director of Kerr Area Transportation Authority is authorized to execute and file with its applications the annual certifications and assurances and other documents the State of North Carolina requires before awarding a federal assistance grant or cooperative agreement.
 3. That the Executive Director of Kerr Area Transportation Authority is authorized to execute grant and cooperative agreements with the State of North Carolina on behalf of Granville County.
- (E) Approved the following *Proclamation Recognizing the Human Relations Commission on Complete Count Work* to presented at a later date:

**Proclamation Recognizing the Granville County Human Relations
Commission for their Efforts to Ensure a Complete Count
during Census 2020**

WHEREAS, an accurate and complete Census count is important to Granville County and its communities in determining Federal dollars for health, education, transportation, child and elder care, emergency preparation and response, public and social health programs; and

WHEREAS, establishing a Census 2020 Complete Count Committee allowed Granville County to obtain the most accurate and complete population count for the decennial Census in 2020, and the Granville County Human Relations Commission was appointed to assist with the 2020 Census on March 18, 2018, and would be called the Granville County Complete Count Committee; and

WHEREAS, in July 2019, the Granville County Complete Count Committee started raising awareness about the upcoming Census through civic groups, churches and neighborhoods, despite Covid-19 setting the Census date back to September 30, 2020, the Granville County Complete Count Committee's persistence resulted in Granville County being the 12th highest reporting county in North Carolina by July 2020; and

NOW, THEREFORE, BE IT PROCLAIMED, that the Granville County Board of Commissioners expresses appreciation and gratitude to the Granville County Human Relations Commission for their hard work and dedication as the Granville County Complete Count Committee to get an accurate count of the citizens of Granville County.

****Public comments held before Animal Control presentation.**

**DURING PUBLIC COMMENTS, TWO SPOKE ABOUT EQUAL ACCESS AT
THE GRANVILLE ATHLETIC PARK FOR BASKETBALL**

Michael Muhammed, P.O. Box 593, Oxford, NC, stated that he is a representative

for the Granville County NAACP and local organizing committee and spoke on recreational

disparity and equal access at the Granville Athletic Park (GAP). He referred to an inquiry he sent to County Manager Michael Felts about public parks and access to recreation. He said the arrangements of the basketball goals at the GAP do not include an inclusive environment as extra measures must be taken to utilize the basketball goals. The goals are attached to the canopy at the sports pavilion, so you have to call to get the goals pulled down and have to compete with other events that are held there. He said soccer, baseball and tennis are more easily accessible. He said this is a culturally sensitive matter and believes that the basketball goals should be in a stand-alone area. He asked for a written response to these concerns.

Scotty Brooks, 104 Smith Street, Oxford, NC, stated that he is the captain of the FIST group (Fighting Inequity Standing Together) and also spoke about basketball goals at the GAP. He said that he and Harry Mills shot basketball in front of his house growing up. He said there used to be neighborhood basketball goals everywhere, but there aren't any today except at Hicks court on Belle Street in Oxford. He said the GAP is great if you own a car, but if you do not have a car, it is hard to access. He said to do the most for the least of us and provide equal access for everyone at the park facilities. He suggested building a basketball court with four goals at the GAP in a stand-alone area for those of all economic levels.

PRESENTATION BY ANIMAL CONTROL

Matt Katz, Animal Services Director, gave a presentation on Animal Control service expansion items and operations. Mr. Katz reported that they have been at the new facility just over a year and spoke from a handout with the following information:

2021 Animal Shelter Numbers

- 1663 animal in
- 1539 animals out
- 204 (13.2%) animals adopted
- 110 (7%) euthanized
- 748 (49%) animals pulled by rescue organizations
- 303 (20%) cats trapped, neutered/spayed, vaccinated and released back to community cat caregiver
- 162 (11%) animals returned to owners

2021 Animal Control Numbers

- 1778 calls for service

We have been operating in the new Granville County Animal Shelter for a year. We have a need for more staff to operate the animal shelter and maintain our level of service for animal complaints. We are asking for 2 Animal Control Officers and Granville County Sheriff Deputy Animal Control Liaison. The ACOs can fill in for shelter attendants when needed and run animal control calls for service and complaints. The Sheriff Deputy Liaison position will greatly increase Animal Control's ability to enforce dangerous dog, animal cruelty, and support the other local Law Enforcement Agency's request for animal related issues.

Mr. Katz explained that Animal Control Officers cannot do certain things as they are not sworn officers. He said that it is his belief that adding a sworn officer to his department will bring a level of professionalism and will allow his department to operate more efficiently.

Mr. Katz then took questions and heard comments from Board members. When asked, Mr. Katz said that the shelter is open six days a week and they are considering closing on Mondays to the public and open Tuesday – Saturday to the public. He noted that they would still be there on Mondays to clean and run calls.

County Manager Felts said that the Board would be hearing an update from the Sheriff's Office at the next meeting and after that evaluate the request from Mr. Katz.

Chair Hinman thanked Mr. Katz and his staff for their hard work and dedication.

BOARD APPOINTED TERESA MCCABE (DISTRICT 6) TO THE GRANVILLE COUNTY ECONOMIC DEVELOPMENT ADVISORY BOARD

Upon a motion by Commissioner Timothy Karan, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board appointed Teresa McCabe (District 6) to the Granville County Economic Development Advisory Board.

BOARD APPOINTED GERARD SEIBERT (DISTRICT 7) TO THE VETERANS AFFAIRS COMMITTEE

Upon a motion by Commissioner Jimmy Gooch, seconded by Commissioner Russ May, and unanimously carried, the Board appointed Gerard Seibert (District 7) to the Veterans Affairs Committee.

BOARD APPROVED AWARDING CONSTRUCTION CONTRACT FOR ROOF REPLACEMENT FOR GRANVILLE VANCE PUBLIC HEALTH BUILDINGS AT NEW LOCATION

Scott Phillips, Development Services Director, explained that Granville County is in the final process of completing the interior alterations needed for Granville Vance Public Health offices. In order to protect this capital investment, new roofs are recommended for each of the three buildings. A Request for Bid was issued on August 30, 2021 and included a three-tab asphalt shingle with a 25-year limited warranty and an add alternate to upgrade to an architectural asphalt shingle with a limited lifetime warranty.

Upon a motion by Commissioner Tony W. Cozart, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board approved awarding the Construction Contract to Paul Williford Builder, LLC in the amount of \$90,060, to include \$1,500 for potential roof sheathing

replacement for the new Granville-Vance Public Health buildings located behind Granville Medical Center in Oxford.

BOARD REQUESTED MORE INFORMATION REGARDING OPIOID LITIGATION MEMORANDUM OF AGREEMENT

Chair Hinman said the next item was to review, discuss, and consider the North Carolina Memorandum of Agreement (MOA) which would govern how NC would use the proceeds of any future national settlement related to the litigation around opioid manufacturers and distributors.

The Board discussed the matter and received input from the County Attorney and the County Manager. They also reviewed the list in the agenda packet of surrounding counties that had already signed on to the agreement as of October 1st. After discussion of deferring to the attorneys hired to address the matter, the risks and consequences of not signing the agreement, timing and impact of signing the agreement and how the agreement will be worked out, the Board took action to hear more information on the matter being that the deadline is December or January.

Upon a motion by Commissioner Russ May, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board requested presentations on the Opioid Memorandum of Agreement (MOA) by the attorney representing Granville County in the settlement and by representatives from the NCACC (North Carolina Association of County Commissioners) at the first available upcoming meeting in order to meet deadline.

DURING COUNTY ATTORNEY'S REPORT, BOARD HEARD UPDATE ON LAND PURCHASES FOR FUTURE SENIOR CENTER PROJECT IN STOVALL

County Attorney Wrenn reported that the County has closed on five (5) lots in Stovall for the future Senior Center project. He also reported that the remaining issues are a condemnation matter and closing of the alleyway that need to be completed for the future project.

BOARD PRESENTATIONS

Commissioner Smith apologized for not attending the Nifty 90s event due to a conflict, but reported that he did attend the Fun Day at the Stovall Senior Center. He said that the Senior Center will hold a drive-thru event for the recognition of Veterans on November 10th and to call the Senior Center to sign-up.

Commissioner Cozart said he appreciated the opportunity to tour school facilities as a group recently and that he hopes that enough teachers can be hired as soon as possible to fill the vacancies in the school system. He said an event will be held on Thursday, October 21st to honor retirees of Granville County Public Schools and maybe some will return to help.

Commissioner May reported that the Fire Services Subcommittee continues to make progress and move forward. He said that in regard to touring the schools, there is some work to do. He also mentioned his concerns about loss of learning during Covid, the end of the year test results, and how we can improve our children's' education.

Commissioner Karan said that he pointed out a deficiency to the County Manager and within six hours it was fixed. He reported that the tree growing in the gutter at Mount Energy has been removed and praised Granville County staff.

Commissioner Gooch reminded everyone of National Night Out at 5 p.m. on October 5th at the Butner Athletic Park and Alive After Five on October 6th at 5:30 p.m. at the Butner Gazebo Park.

Commissioner Jay congratulated Chair Hinman on her graduation from the 1st Citizens Academy sponsored by the Sheriff's Office. He also reported he attended the Culture Fest in Oxford and apologized that he was unable to make the Harvest Show in Butner.

Chair Hinman thanked the Sheriff's Office for sponsoring the Citizens Academy and urged others to participate. She reported that she attended Culture Fest in Oxford and the Lord Granville Agricultural Heritage Association Harvest Festival in Butner. She met Katie Haynes, Miss Granville County Agriculture, and her sister at the Harvest Festival and said they will be representing Granville County at the State competition and that they requested 15 Granville County 275th Anniversary coins for goody bags. She said it was good to get out and see people in person at recent events and then thanked those that came and spoke during public comments.

Commissioner May added that the 20/40 Plan was presented Friday night in Creedmoor and that you can do a survey online or go by Creedmoor City Hall for more information. He also reported that he attended the South Granville High School football game Friday night.

Chair Hinman also thanked the Maintenance team for their assistance at the Administration parking lot recently.

Commissioner Jay said that he will be at the NC Cycle event tent on Wednesday from 11:00 a.m. - 1:00 p.m. to welcome the 800 cyclists passing through. He then thanked Angela Allen, Tourism Director, for her efforts and coordination of the event.

COMMISSIONERS ADJOURN

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board adjourned at 8:12 p.m.

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

APPROVED BY:

Sue Hinman, Chair

OXFORD, NORTH CAROLINA
October 18, 2021

The Members of the Honorable Board of Commissioners of Granville County, North Carolina toured the Granville-Vance Public Health Department’s new location at 1032 College Street, Oxford, NC 27565, behind Granville Medical Center on Monday, October 18, 2021, at 4:00 p.m. Lisa Harrison, Public Health Director, and staff members led the tour. There was no action taken and no business occurred.

Present were:

Chairman: Sue Hinman

Commissioners: Tony W. Cozart Jimmy Gooch
Zelodis Jay Timothy Karan
David T. Smith

Russ May was unable to attend.

County Manager: Michael S. Felts
Assistant County Manager: Korena Weichel

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

APPROVED BY: _____
Sue Hinman, Chair



Granville County

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Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: January 11, 2022
Title: **Public Comments**

PURPOSE:

Public comments are limited to 3 minutes.

ACTION TAKEN:



Granville County Finance

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

To: Board of Commissioners
From: Steve McNally
Department: Finance
Date: January 13, 2022
Title: **FY 2020-2021 Annual Financial Report Audit Presentation**

PURPOSE:

To receive a presentation on the fiscal year 2020-2021 audit from Thompson, Price, Scott, Adams & Co, P. A., Certified Public Accountants, Consultants and Tax Advisors.

RECOMMENDATION:

The Finance Director recommends accepting the 2021 Comprehensive Annual Financial Report after hearing the presentation of audit results from Thompson, Price, Scott, Adams & Co, P. A.

ATTACHMENTS:

Audit presentation

ACTION TAKEN:



GRANVILLE COUNTY



Presentation of Audit Results

Fiscal Year Ended
June 30, 2021



Alan W. Thompson, CPA
1626 S Madison Street
PO Box 398
Whiteville, NC 28472
910.642.2109 phone
910.642.5958 fax
www.tpsacpas.com

Granville County

Presentation Agenda

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V. QUESTIONS AND COMMENTS	
VI. CLOSE	



Thompson, Price, Scott, Adams & Co, P.A.

P.O. Box 398
1626 S Madison Street
Whiteville, NC 28472
Telephone (910) 642-2109
Fax (910) 642-5958

Alan W. Thompson, CPA
R. Bryon Scott, CPA
Gregory S. Adams, CPA

November 24, 2021

To the Board of Commissioners
Granville County
Washington, North Carolina

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of Granville County for the year ended June 30, 2021. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated February 12, 2021. Professional standards also required that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Granville County are described in Note 1 to the financial statements. As described in Note IX to the financial statements, the County changed accounting policies related to Fiduciary Activities by adopting GASB Statement 84 "Fiduciary Activities," effective for fiscal year ended June 30, 2021. Accordingly, the cumulative effect of the accounting change as of the beginning of the year is reported in Note IX, and is reflected in the Statement of Activities, Statement of Changes in Fiduciary Net Position, and the respective governmental fund statements. We noted no transactions entered into by Granville County during the year that were both significant and unusual, and of which, under professional standards, we are required to inform you, or transactions for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There were no significant estimate(s) or assumptions noted during the audit.

The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to the financial statement users. There are no such disclosures identified.

Members

American Institute of CPAs - N.C. Association of CPAs - AICPA Division of Firms

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. Some of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representation

We have requested certain representations from management that are included in the management representation letter dated November 24, 2021.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Auditing Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Granville County's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

The County should timely reconcile key balance sheet accounts to subsidiary ledger. Additionally, we disclosed items that were identified as eligibility errors in our review of the Medicaid program. Please review the schedule of findings and questioned cost in the audit report for a description of these errors. These items have been discussed with the DSS director, and a corrective action plan is in place to address the issues noted.

The Local Government Commission (LGC) will no longer initiate communications about concerns or findings (formerly considered unit letters). They have created a spreadsheet that has to be completed and submitted with the audit report. If that worksheet identifies what they consider a "Financial Performance Indicators of Concern" (FPICs), we are required to communicate those items to the Board. The County is required to submit a response within 60 days of the Board meeting in which the financial statements are presented. The detailed audit response should be presented to the entire Board, and signed by the entire Board, Finance Officer, and Manager. We are pleased to disclose that there were no indicators identified on their spreadsheet that you are required to address.

Other Matters

We applied certain limited procedures to the Schedule of County's Proportionate Share of Net Pension Liability (LGERs), Schedule of County Contributions (LGERs), Schedule of County's Proportionate Share of Net Pension Asset (ROD), Schedule of County Contributions (ROD), Schedule of Changes in Total Pension Liability - Law Enforcement Officer's Special Separation Allowance, and Schedule of Changes in Total OPEB Liability and Related Ratios, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual non-major fund statement schedules, budgetary schedules, and other schedules, and the schedule of expenditures of federal and State awards, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Please ensure that management and the Board is aware of the new GASB pronouncements for the upcoming fiscal year. Be especially mindful of GASB No.87: *Leases*, as the implementation of this standard will take a significant amount of time and resources to gather the necessary information. If the proper resources are not allotted for the implementation of this standard, this could potentially cause a significant delay in the completion of the upcoming audit.

Restriction on Use

This information is intended solely for the use of the Board of Commissioners and management of Granville County and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

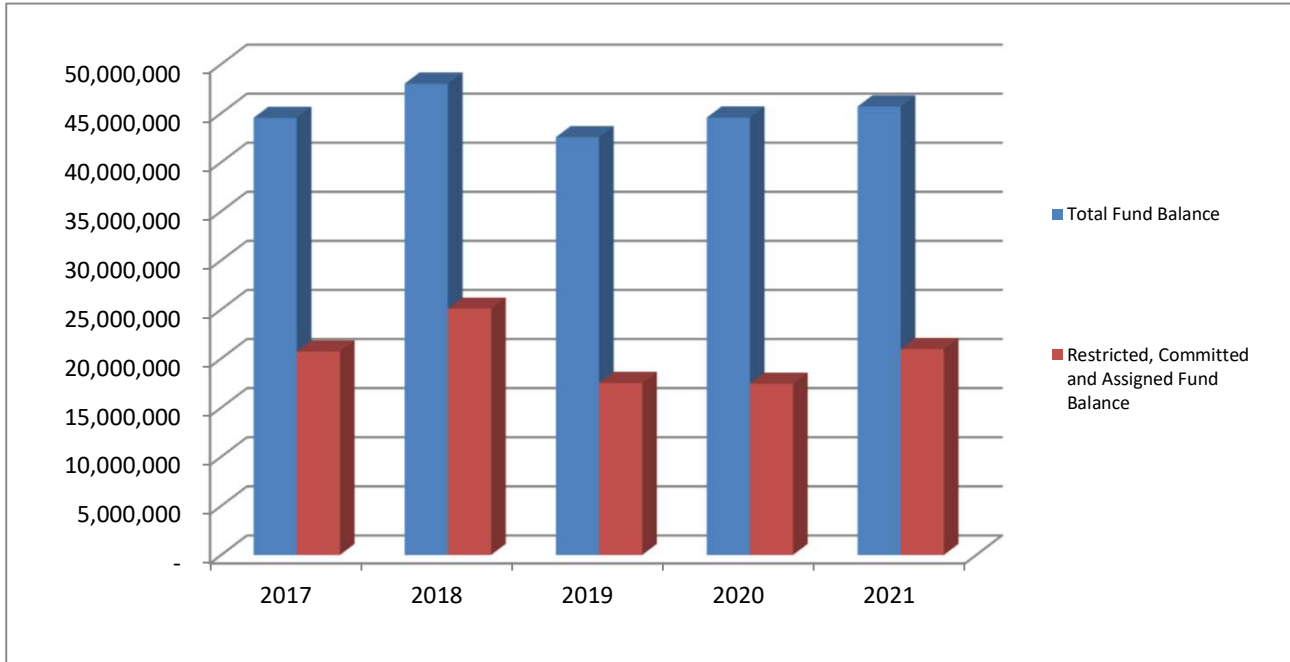
Thompson, Price, Scott, Adams & Co., P.A.

Thompson, Price, Scott, Adams & Co, P.A.

Granville County						
FINANCIAL INFORMATION FOR 5 YEARS						
		<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
Total Fund Balance - General Fund		45,693,486	44,557,283	42,555,547	48,018,105	44,528,612
Unavailable Fund Balance - GF (Restricted for State Statute, Inventories, Prepaids)		5,293,319	4,893,926	4,716,758	4,008,295	3,282,472
Restricted, Committed, and Assigned Fund Balance		20,956,380	17,426,636	17,511,544	25,075,282	20,707,319
General Fund Expenditures (including Transfers out, less Loan proceeds)		69,228,994	65,013,610	71,858,608	58,392,075	57,358,833
Fund Balance Available as % of General Fund Expenditures		58.36%	61.01%	52.66%	75.37%	71.91%
Unassigned Fund Balance		24,737,106	27,130,647	25,044,003	22,942,823	23,821,293
Unassigned Fund Balance as % of General Fund Expenditures (including Transfers out)		35.73%	41.73%	34.85%	39.29%	41.53%
Revenues over (under) expenditures before other financing sources						
General Fund		2,135,978	3,023,850	4,272,567	5,543,682	5,309,485
Solid Waste Fund		(138,067)	2,913,167	(1,492,652)	314,393	219,697
Stormwater Fund		113,456	16,909	(275,440)	47,150	47,532
Cash vs. Accumulated Depreciation - Business-type activities						
Total Fixed Assets		6,518,572	6,412,116	6,317,622	6,237,965	6,237,965
Accumulated Depreciation		1,483,320	1,360,597	1,227,027	1,093,576	958,350
Cash		3,120,615	3,281,125	2,755,461	3,067,252	1,479,182
Cash vs. Fund Balance (Net Position)						
Cash - General		36,233,374	42,516,931	39,610,498	45,205,421	42,307,896
Cash - Solid Waste		2,651,503	2,924,886	2,449,335	2,486,436	853,941
Cash - Stormwater Fund		469,112	356,239	306,126	580,816	625,241
Cash - Other Governmental		6,476,733	8,666,277	35,624,109	(822,555)	639,495
Fund Balance - General		45,693,486	44,557,283	42,555,547	48,018,105	44,528,612
Fund Balance - School Repair Project Fund		2,743,110	3,152,497	9,331,518	6,688,873	-
Fund Balance - Law Enforcement Center Fund		2,488,954	3,833,980	22,642,577	5,039,618	-
Net Position - Solid Waste		254,766	392,833	(2,520,334)	(1,027,682)	(2,203,868)
Net Position - Stormwater Fund		473,416	215,996	199,087	474,527	476,171
Fund Balance - Other Governmental Funds		759,356	733,838	985,920	472,373	644,120
Property Tax Rates		0.840	0.840	0.840	0.880	0.880
Collection Percentages		98.73%	98.43%	98.35%	98.93%	99.05%
Collection Percentages (excluding Motor Vehicle)		98.56%	98.24%	98.16%	98.82%	98.96%
Total Property Valuation		5,122,105,714	4,965,349,694	4,855,654,607	4,601,724,002	4,495,664,011
Total Levy Amount		43,025,688	41,647,572	40,787,499	40,495,171	39,186,091
Breakdown of Debt (Excl Compensated Absences & OPEB)						
Governmental - General Obligation		56,119,632	55,719,311	59,983,941	24,965,944	28,097,562
Governmental - Financing Agreement		815,297	1,620,528	2,415,818	3,201,290	3,977,065
Governmental - Installment Purchases		29,393,310	31,288,431	33,162,000	44,995,132	33,250,867
Governmental - Certificate of Participation		5,215,000	11,575,000	12,070,000	12,565,000	13,060,000
		91,543,239	100,203,270	107,631,759	85,727,366	78,385,494

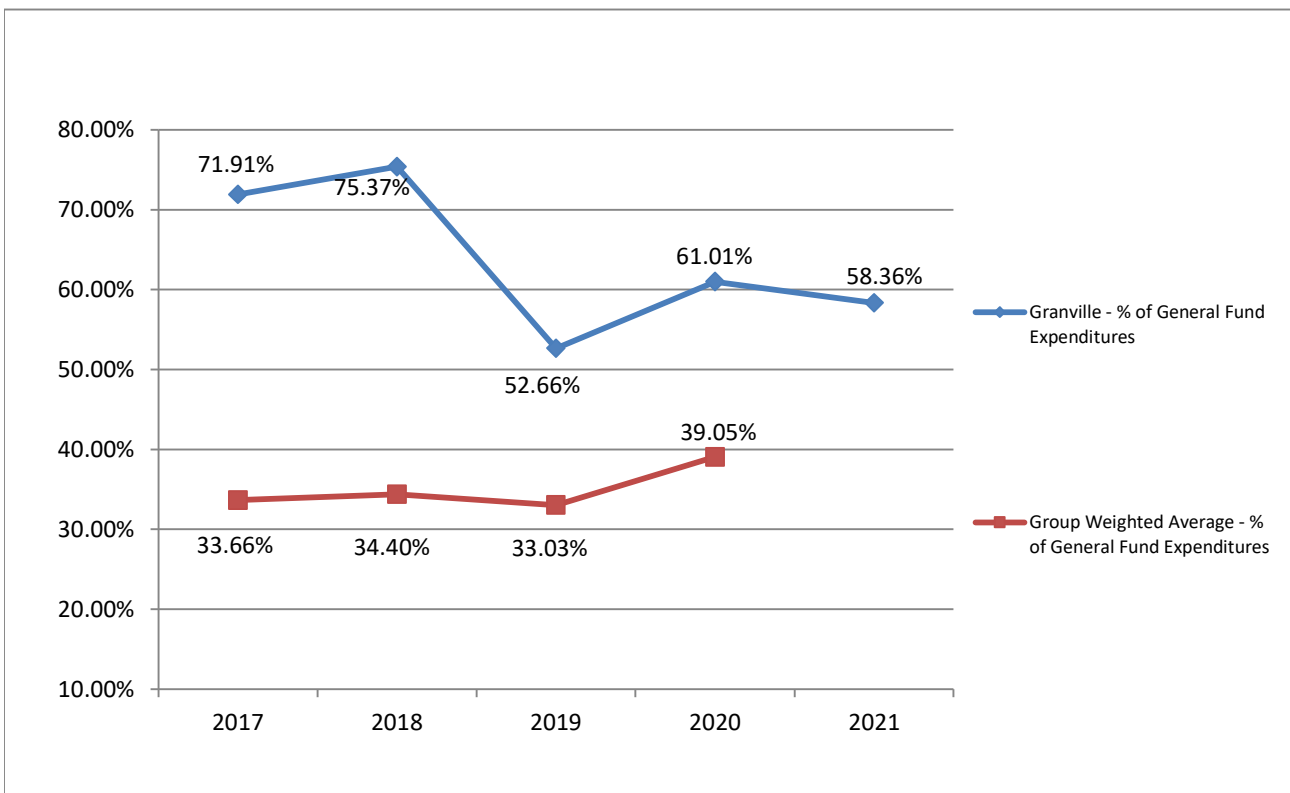
Granville County						
FINANCIAL INFORMATION FOR 5 YEARS						
		<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
Breakdown of General Fund Revenues						
Ad Valorem Taxes		43,258,583	41,440,264	40,736,763	40,390,916	39,426,432
Sales and other taxes		13,702,108	12,222,478	11,527,328	10,615,127	10,094,167
Licenses, fees and other revenues		2,573,203	2,625,668	2,609,031	2,326,902	2,439,890
Restricted intergovernmental revenues		10,237,976	9,743,286	9,408,302	7,980,438	9,769,302
Investment earnings		11,852	492,675	962,748	479,504	166,647
Miscellaneous		135,158	140,975	115,165	88,681	126,464
Total		69,918,880	66,665,346	65,359,337	61,881,568	62,022,902
Breakdown of General Fund Expenditures						
General Government		4,840,572	3,954,525	3,990,744	3,503,946	3,367,050
Public Safety		12,477,601	11,538,119	11,475,821	10,500,078	10,394,080
Community Services		4,896,040	3,851,299	4,229,428	4,014,560	3,528,653
Human Services		10,530,181	9,685,890	9,964,361	9,328,515	10,151,155
Non-departmental and special areas		3,507,473	4,547,433	3,288,306	3,533,266	3,170,991
Education		19,190,168	18,839,236	17,623,166	16,125,309	16,306,405
Debt Service		12,340,867	11,224,994	10,514,944	9,332,212	9,795,083
Total		67,782,902	63,641,496	61,086,770	56,337,886	56,713,417

Granville County Analysis of Fund Balance



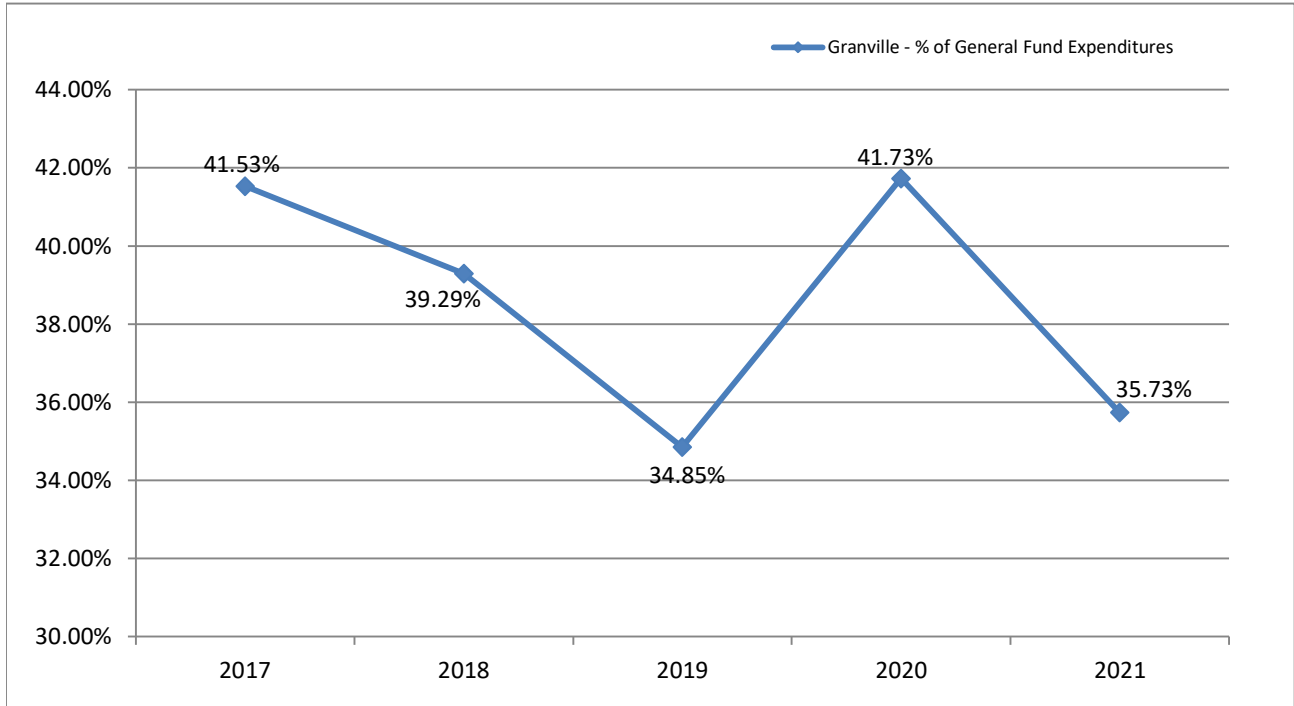
Granville County Analysis of Fund Balance Available

(Note - 2021 Group Weighted Average Not Available at Date of Presentation)



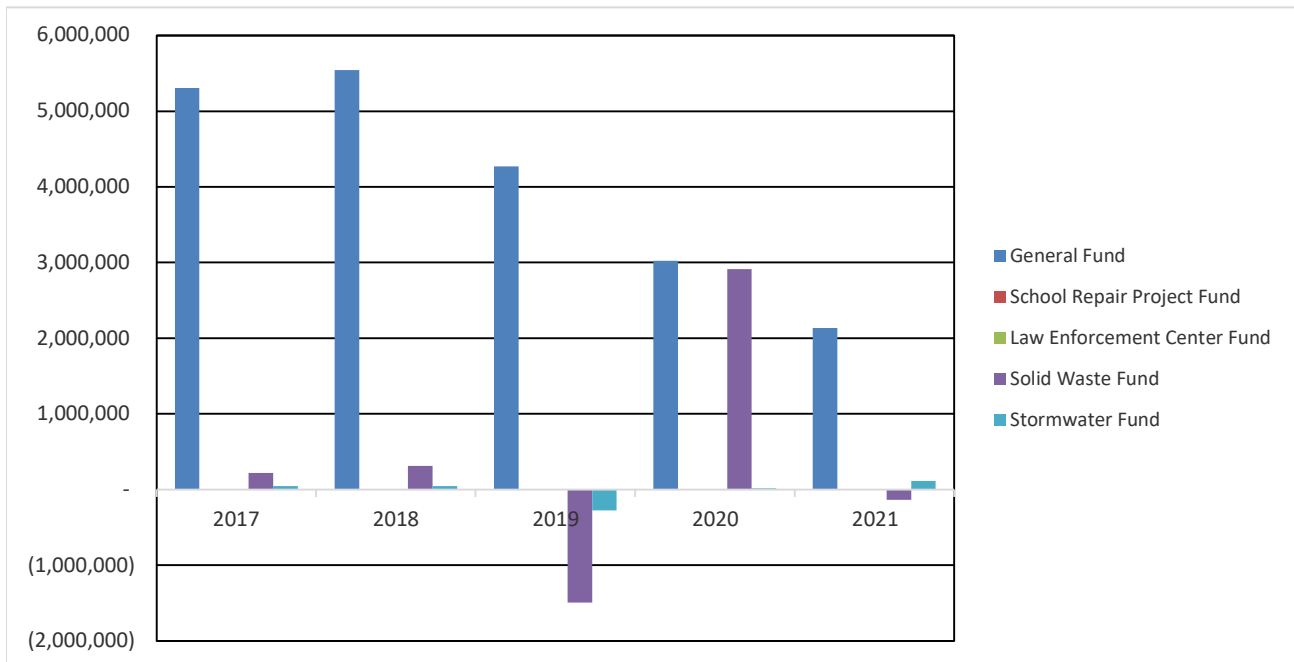
Granville County

Analysis of Unassigned Fund Balance as a % of General Fund Expenditures

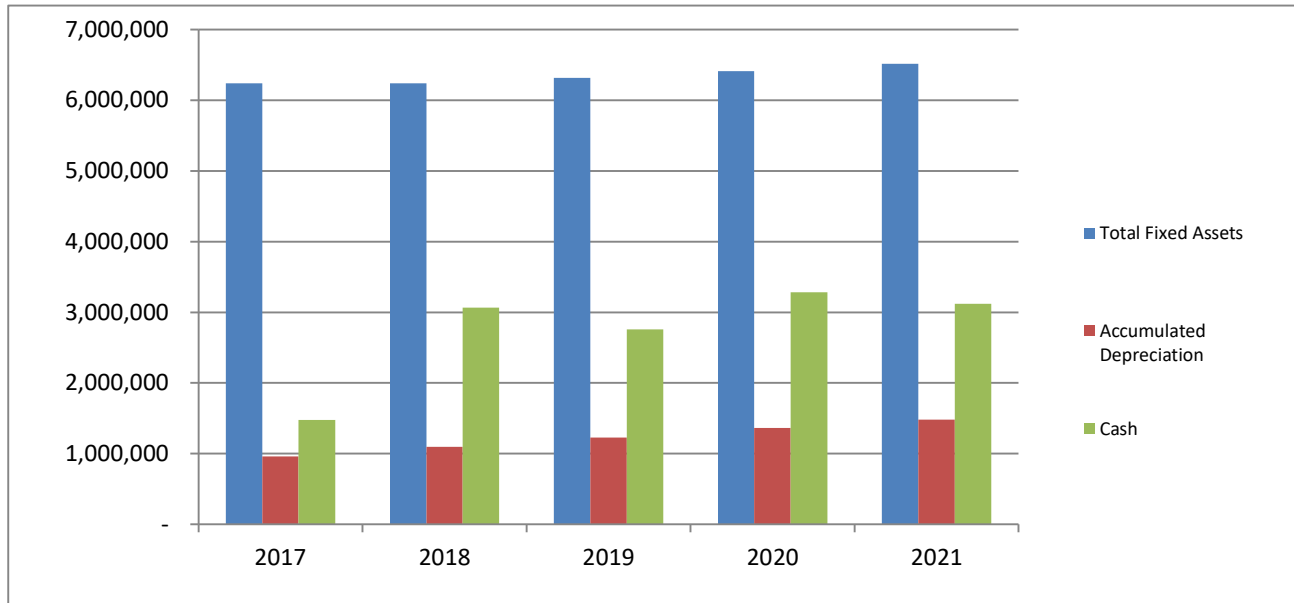


Granville County

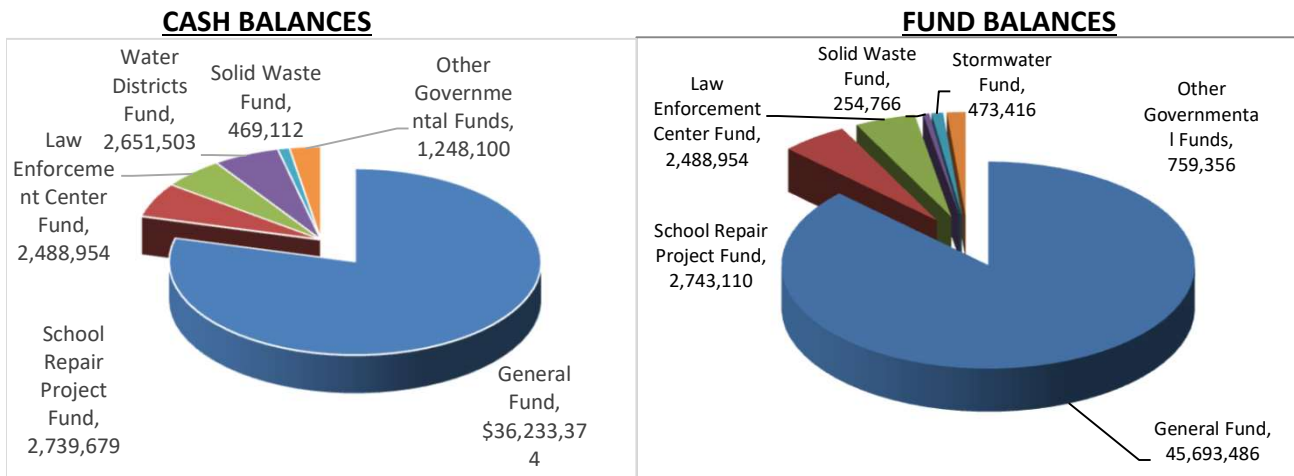
Analysis of Revenues Over (Under) Expenditures before Transfers



Granville County
Cash vs. Accumulated Depreciation
(Funded Depreciation)
Business-Type Activities



Granville County
Analysis of Cash and Fund Balances
at June 30, 2021

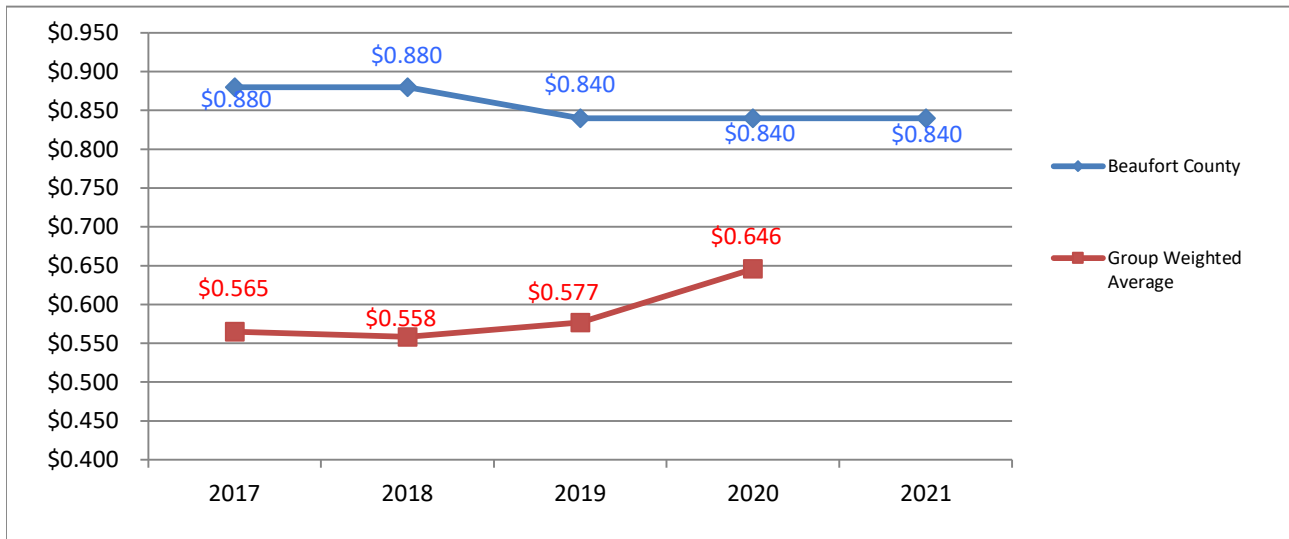


	2021	
	Cash Balances	Fund Balances
General Fund	\$ 36,233,374	\$ 45,693,486
School Repair Project Fund	2,739,679	2,743,110
Law Enforcement Center Fund	2,488,954	2,488,954
Water Districts Fund	2,651,503	254,766
Solid Waste Fund	469,112	473,416
Other Governmental Funds	1,248,100	759,356
Total	\$ 45,830,722	\$ 52,413,088

Granville County

Property Tax Rates

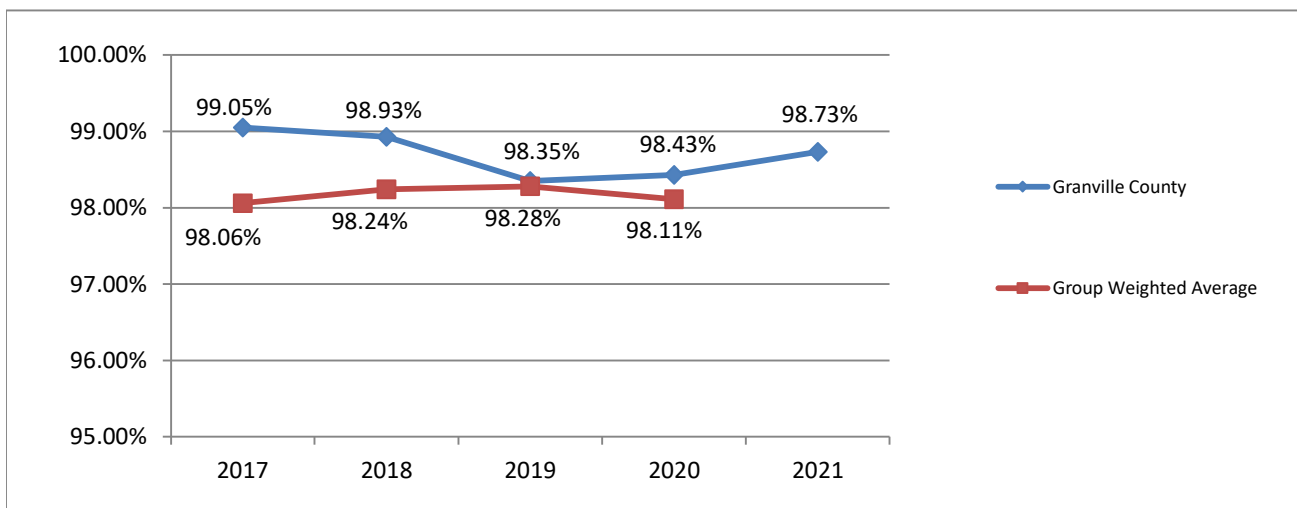
(Note - 2021 Group Weighted Average Not Available at Date of Presentation)



Granville County

Collection Percentages

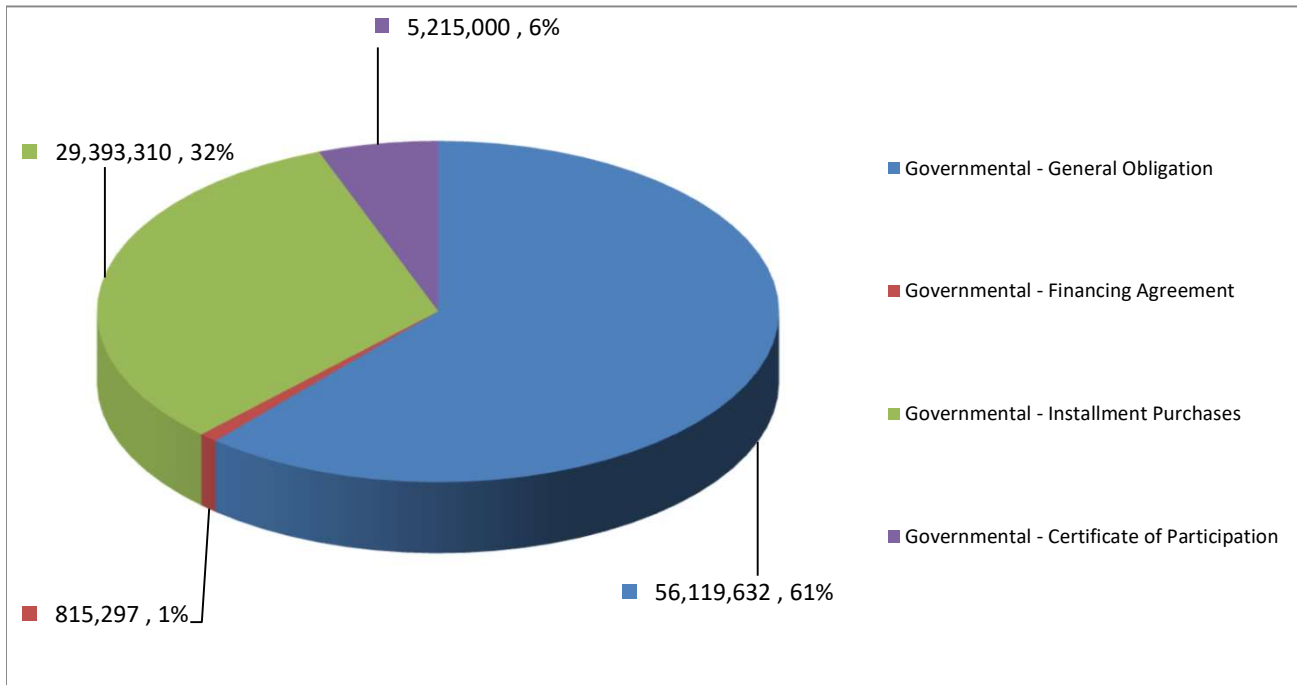
(Note - 2021 Group Weighted Average Not Available at Date of Presentation)



Granville County

Debt Analysis (excluding Compensated Absences, Pension Liability & OPEB Liability)

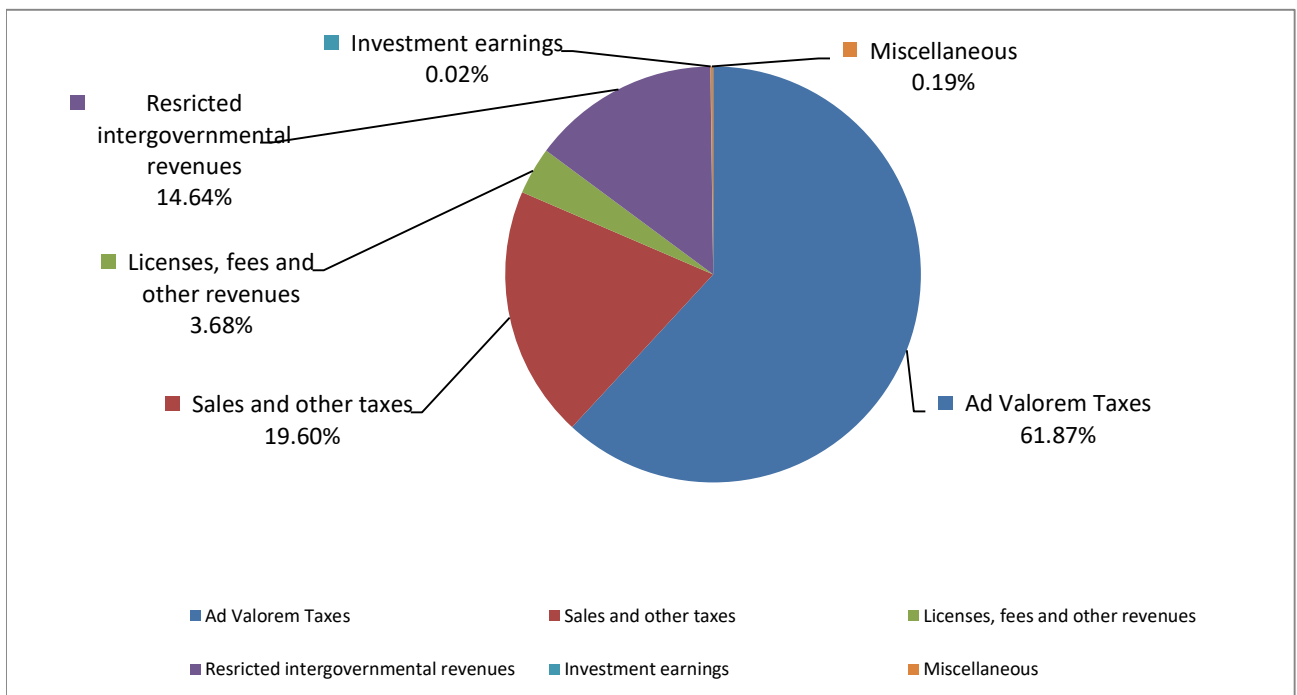
FYE June 30, 2021



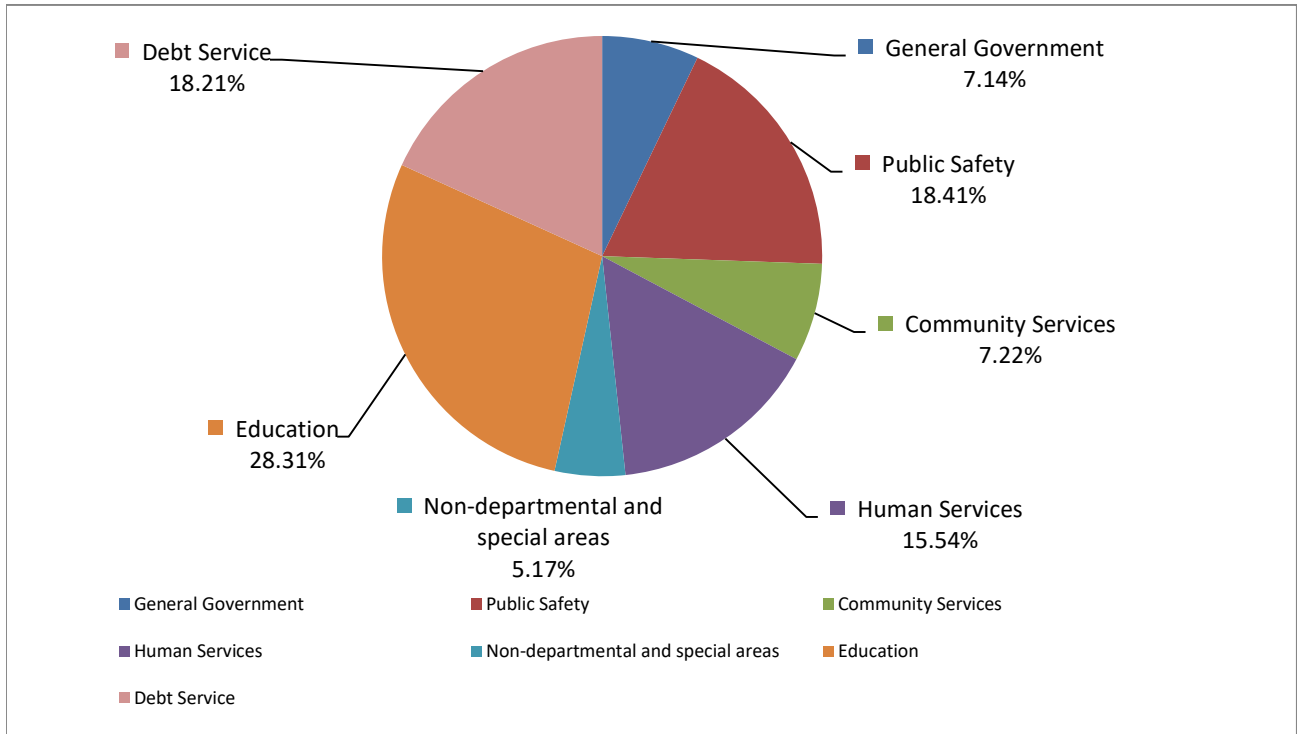
Granville County

Break Down of General Fund Revenue

FYE June 30, 2021



Granville County
Break Down of General Fund Expenditures
FYE June 30, 2021



ADDITIONAL REQUIRED COMMUNICATIONS

Changes to Audit Process

The Local Government Commission (LGC) will no longer initiate communications about concerns or findings (formerly considered unit letters). They have created a spreadsheet that has to be completed and submitted with the audit report. If that worksheet identifies what they consider a "Financial Performance Indicators of Concern" (FPICs), we are required to communicate those items to the Board.

You are required to submit a response within 60 days of the Board meeting in which the financial statements are presented. The detailed audit response should be presented to the entire Board, and signed by the entire Board, Finance Officer, and Manager.

We are pleased to disclose that there were no indicators identified on their spreadsheet that you are required to address.



Granville County Administration

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: January 14, 2022
Title: Proclamations, Resolutions and Legislative Matters

PURPOSE:

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

ACTION TAKEN:



Granville County Administration

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: January 12, 2022
Title: Orange Street Community Center

PURPOSE:

The term Rev. Ronnie Morton (District 1 appointed by District 3) expired December 31, 2021.

BACKGROUND:

Others serving:	Larry D. Downey	District 1
	Iris Evans	District 1
	Ronnie Norwood	District 1
	Dorothy Hunt	District 1 apptd. by District 2
	Carolyn Heggie	District 1 apptd. by District 3
	Catherine Comer Jones	District 2
	Paula Jones	District 4
	Juanita Rogers	District 4
	Bonita Green	Ex-Officio

ACTION TAKEN:



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: January 13, 2022
Title: Emergency Services Committee

PURPOSE:

To approve an updated roster of the Emergency Services Committee.

BACKGROUND:

The terms of the Emergency Services Advisory Committee members expire in January 2022. The following roster is recommended for approval as there have been updates in positions due to resignations and changes.

Emergency Services Director	Jason Reavis
Fire Marshal	Ken Reeves
President of Fire Chief's Association	David Cottrell
Emergency Communications Director	Trent Brummitt
Animal Management Director or Designee	Matt Katz or Designee
County Manager or Designee	Michael Felts or Designee
Granville Health System CEO	John Snow
GHS Emergency Medical Director	Jonathan Pernel
Law Enforcement or Other Representative(s)	Captain Lowell Wilkins and/or Captain Tim McCall
	Richard Ray
County Commissioner	Zelodis Jay
County Commissioner	Timothy Karan
County Commissioner	David T. Smith
County Staff (Ex-Officio)	Kayla McLean

ACTION TAKEN:



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: January 14, 2022
Title: Firefighters Relief Fund Trustees Board

PURPOSE:

To fill vacancy on the Creedmoor Fire Department's Firefighter Relief Fund Board.

BACKGROUND:

Fire departments must meet the following requirements to receive the tax collected within their fire district:

- Be a current member of the North Carolina State Firefighters' Association (NCSFA)
- Submit Firefighters' Relief Fund bank and financial statement(s) to the State Firefighters' Association by October 31
- Establish a Firefighters' Relief Fund Board of Trustees, to include:
 - Two (2) positions elected by the fire department;
 - Two (2) positions appointed by City or County Commissioners;
 - One (1) position appointed by the Insurance Commissioner.

Members for Granville County's Firefighters' Relief Fund Board were approved December 7, 2015. There are no term limits. Chief Billy Fisher of the Creedmoor Fire Department is unable to serve on the Firefighters' Relief Fund Board and needs to be replaced. Matthew Foley also serves as a Commissioner appointee.

RECOMMENDATION:

Brian Fisher is recommended to replace Chief Billy Fisher.

ACTION TAKEN:



Granville County Senior Services

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

To: Board of Commissioners
From: Debra Weary
Department: Senior Services
Date: January 11, 2022
Title: Senior Services Advisory Committee

PURPOSE:

To make appointments/reappointments to the Senior Services Advisory Committee.

BACKGROUND:

The terms of Rev. Leroy Anderson (District 1), Betty Yancey (District 2) and Dorothy Lyon (District 4) expire in January. Ms. Yancey is not eligible for reappointment. Rev. Anderson and Ms. Lyon are recommended for reappointment.

Others serving:

Bessie Bailey	District 1
Kathy Wolford	District 2
Betty Crews	District 2
JoAnn Deshane	District 5 appointed by 3
Laverta Cooper	District 4
Harriet Morton	District 4
Bonnie Breedlove	District 5
Richard Lyon	District 6
Vickie Smoak	District 7
Commissioner David Smith	

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 11, 2022
Title: Granville County Library System Board of Trustees

PURPOSE:

To make appointment(s)/reappointment(s) to the Granville County Library System Board of Trustees.

BACKGROUND:

The terms of Helen Mitchell (District 2), Juanita Rogers (District 4) and Teresa Walker (District 7) expire in January. Pam Muller (District 6) has resigned and needs to be replaced.

Others serving:	Ersell Downey	District 1
	Karen Alley	(District 7 appointed by 3)
	Edelizete Pauplis	District 5

ACTION TAKEN:



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: January 12, 2022
Title: **County Manager's Report**

PURPOSE:

Any matters as needed by the County Manager.

ACTION TAKEN:



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: January 11, 2022
Title: **County Attorney's Report**

PURPOSE:

Any matters as needed by the County Attorney.

ACTION TAKEN:



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: January 11, 2022
Title: **Presentations by County Board Members**

PURPOSE:

Board members will make comments.

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

ACTION TAKEN:



Granville County

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

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: January 11, 2022
Title: **Any Other Matters**

PURPOSE:

Any other matters as needed.

ACTION TAKEN: