

OXFORD, NORTH CAROLINA
February 18 and 19, 2016

The Members of the Honorable Board of Commissioners of Granville County, North Carolina met for the annual planning retreat in the Meeting Room, at the Granville Expo and Convention Center on Thursday, February 18, from 5:35 p.m. until 10:13 p.m. and on Friday, February 19, from 8:50 a.m. until 4:35 p.m.

Present were:

Chairman: Zelodis Jay

Commissioners: Tony W. Cozart R. David Currin, Jr.
 Timothy Karan Ed Mims
 David T. Smith Edgar Smoak

County Manager: Michael S. Felts

County Attorney: James C. Wrenn, Jr.

Assistant County Attorney: Gerald T. Koinis (present on Thursday only)

News Reporters: Linda Nicholson – *Oxford Public Ledger*
 Chris L. Harris – *Butner-Creedmoor News*

MEETING CALLED TO ORDER

At 5:35 p.m., Chairman Zelodis Jay called the retreat to order and recognized Commissioner Tony W. Cozart for the invocation and Pledge of Allegiance.

DINNER BREAK

At this point, Chairman Jay declared a break for dinner.

GOALS & EXPECTATIONS FROM BOARD MEMBERS

Chairman Jay mentioned that reports from Senior Services and Cooperative Extension were in the agenda books.

Board Members expressed goals and expectations such as clarity on the long-term debt; property values and the next reevaluation; finances of the school system; moving forward with a new detention center; long range plans; working with our five municipalities; tax rate and maintaining services; projected growth from municipalities; charter schools and stop-gap measures; joint use agreements with schools; keeping momentum moving forward; completion of Social Services and Senior Services; flat top building lease for space needs; space needs of Board of Elections; Granville Athletic Park and tennis needs; safety and education of children; focus on economic development to provide jobs for our citizens; how spending impacts citizens; challenges of maintaining healthy fund balance with needs of the county; challenges

of poor performing schools; diminishing return in landfill account; and challenges of economic development with available buildings.

COUNTY LITTER ISSUES

Chairman Jay stated that there is a serious problem with trash and litter in Granville County and it will take everyone working together to help correct it. He then introduced Jason Falls, Environmental Services Director for Granville County.

Mr. Falls said he was hired 17 or 18 years ago in a new position that was created because of similar problems. He talked about how litter issues have been dealt with in the past such as with prison crews, civil and criminal penalties, the Tarp Program, Community Service workers, presentations by Teresa Baker, Recycling Coordinator at the schools, Adopt-a-Highway pickups, stop littering signage, and letters to fast food restaurants. He explained that problems such as the prison crews are unavailable, continuing issues faced with enforcement and conviction of offenders, and no response from fast food restaurants to help with the problem. He noted that the biggest issues is people throwing trash out of their windows and noted that Interstate 85 has not been picked up in four years. He said that most legislators have been receptive and noted that the Environmental Affairs Committee met with the North Carolina Department of Transportation District Engineer and he said it is not a State problem but a Granville County problem. He talked about the calls he receives every day about litter problems and that he is not able to keep up with the continuing problem. Mr. Falls said the most effective recommendation would be prison crews Monday through Friday to stop complaints. He noted that private clean-up services are expensive. He said another option is a service expansion for \$40,000 to add a four man crew to work 19 hours a week to help solve some of the issues. He said that they have not had luck with convictions in district court with charges for littering. He mentioned other options including legislation to tax fast food and convenience stores to fund clean-up programs; community clean-ups, and the possibility of volunteer hours as a choice for some receiving food stamps. He concluded by saying there are 2,000 shoulder miles in Granville County and a crew of four making \$9.00 per hour would equate to \$684 a week or \$50,000 per year.

Commissioner Currin talked about a proposal regarding a partnership between the community and the judicial system that he had drafted to deal with litter issues that does not require funding.

Commissioner Smoak made comments and then recommended a motion.

BOARD APPROVED ACTIONS REGARDING LITTER ISSUES

Upon a motion by Commissioner Edgar Smoak, seconded by Commissioner David T. Smith, and unanimously carried, the Board approved the County Manager (and two Board members if needed) to meet with the Sheriff, the Judicial System and the School System and bring back recommendations and costs to the Board and to send letters to Senior Resident Superior Court Judge Robert Hobgood, Superior Court Judge Henry W. Hight, Jr., Chief District Court Judge Daniel F. Finch and District Attorney Michael D. Waters regarding litter issues and help with community service.

Commissioner Smoak also encouraged the municipalities to contact the County Manager to help with the litter issues.

Commissioner Currin said that his proposal will not include an expense to the County, will reduce the number in jail and provide a work opportunity for those sentenced to community service.

LEGISLATIVE ISSUES AND UPDATES

Chairman Jay recognized Senator Floyd McKissick for an update on legislative issues.

Senator McKissick talked about the new redistricting plan, litter issues and some options to deal with it such as prison crews and litter receptacles at the drive-thru lines at fast food lines, Medicaid reform, tax reform initiative, economic development incentives, and teacher and state employees pay.

The problems with NC FAST and the number of people approved for services that may not be eligible and the possibility of counties being responsible for paying back was mentioned as it was included in the audit findings. County Manager Felts talked about problems that Granville County has faced. There was also discussion about the unfunded mandate of an additional election if the redrawing of the districts holds up in court.

Chairman Jay and Board members thanked Senator McKissick for his constant availability.

BREAK

At this point, Chairman Jay called for a short break.

BOARD OF ELECTIONS UPDATE

Kay Wiggins, Chairperson of the Board of Elections, gave an update on the Board of Elections and passed out a handout titled "Election Night Procedures." She said that the speed of returns being reported varies because there are runners coming from different precincts and time to travel from the precinct to the office. She explained that they have to go through an accurate checklist before information is finalized and explained the process of closing down the polls. She explained that some problems could be solved faster if an IT person was on site all of the time and if there was a modem at each precinct and a dedicated secure phone line. She also talked about their aging equipment. She also mentioned One-Stop dates and times for the upcoming election in March.

Commissioner Currin expressed concerns with the turnaround time for election results.

County Manager Felts reported that there is a seven minute turnaround from the time the information is brought to the Board of Elections office and the State receives the information. The State updates the system every 10 minutes. He said the length of time to travel from the polling site to the Board of Elections site is one hold-up and the checklist process is the other.

Commissioner Mims reiterated the need for an IT person all day.

Mrs. Wiggins explained that this election they will have an IT person all day. She then talked about the difficulties in getting workers for the elections. She reported that Bridgestone Bandag supplied some workers for the elections and they will be contacting other industries for help. She said that pay is an issue for many that are available to work and referred to a handout about election workers pay in surrounding counties.

PRESENTATIONS BY REPRESENTATIVES FROM CREEDMOOR, BUTNER, STEM, STOVALL AND OXFORD

Mayor Moss introduced new City Commissioners Archer Wilkins and Ernie Anderson, Commissioners Del Mims and Tom Jackson, and new City Manager Mike Bonfield.

Mayor Moss mentioned the South Granville Water and Sewer Authority (SGWASA) merger, the new Parks and Recreation Committee, and their upcoming retreat on February 27, 2016 at Vance-Granville Community College's South Campus. He reported that Creedmoor's growth rate is 1 – 2 %. He pledged Creedmoor's support to engage the community to solve litter issues.

Commissioner Karan said that the Senior Center in Creedmoor is at capacity and he encouraged the Creedmoor Commissioners present to keep the center in Creedmoor as they plan for the future.

Commissioner Mims asked if Creedmoor had clarified the guidelines for appointments to the Creedmoor Planning Board extraterritorial members.

Mayor Moss explained that the process is in place and has been clarified. He said Creedmoor can make a recommendation, but that it is the County's policy and their appointment.

Creedmoor City Manager Mike Bonfield talked about the following:

- New home construction in 2015 – 54 new single-family homes
- Some interest in commercial properties
- Dollar General Store to open in downtown Creedmoor
- Projects
 - City Trail Project of sidewalks and trail
 - Demolition of old Water Treatment Plant at Lake Rogers – LAPP Project
 - Work with Tar River Land Conservancy & agencies – conservation/land acquisition
 - NCDOT – initial planning of dogleg at US Highway 15 and NC Highway 56
 - Upcoming Board Retreat – Recreation and Senior Services will be discussed

Mayor Moss added that the post office has relocated from Main Street to a new location at Creedmoor Commons.

Mayor Vicky Cates said that Butner Town Manager Tommy Marrow would talk about the Butner Gateway Plan.

Mr. Marrow spoke from a PowerPoint presentation regarding the Butner Gateway Plan – Small Area Plan and explained the plan. He noted that at this time there is no access to the interior property. Slides included in the PowerPoint were proposed based zoning districts, concept plans and Gate #2 Road development plans. These two slides were included in the presentation:

Market Demand

Kimley-Horn completed a market study for Butner and from that study made the following prediction for market demand in the Gateway Area.

- Demand based on 20-year population and employment forecasts
- Potential for ~5,600 additional residents and ~2,000 new jobs
- Considers impact of East End Connector; improved access to jobs in RTP and airport area
- Low and high forecasts also consider variation between local and regional demand models

Land Use	Low	High
Residential (Units)	2,500	3,000
Retail (Sq.Ft.)	150,000	300,000
Office (Sq.Ft.)	100,000	200,000
Industrial (Sq.Ft.)	250,000	350,000

NEXT STEPS

- **Adopt** the Butner Gateway Base Zoning Districts
- **Rezone Property** - East Side Phase I
- **Make It Happen:**
 1. Create a Marketing Strategy
 2. Prepare Marketing Collateral
 3. Form Catalyst Project Search Committee
 4. Seek Strategic Partners for Catalyst Project
 5. Identify funding for possible infrastructure projects

Mayor Cates noted that the Town of Butner and the Butner Community Association is partnering together to hold a “Beautify Butner Day” on April 16, 2016 from 8:00 a.m. to 12 noon to create more awareness and promote better habits to deposit litter in proper waste receptacles.

Commissioner Karan asked for an update on roads in Butner located in subdivisions.

Mr. Marrow said that they have four or five subdivisions that were in the County that are now located in the corporate limits of Butner. He said Homeowner Associations approached the Town of Butner because of the deteriorating conditions of the roads. He explained that a policy was adopted that states that the Town of Butner reserves the right to repair the streets if a subdivision goes through the assessment process.

Stem Commissioner Lonnie Cole reported on the following items regarding the Town of Stem:

- Closed on property in Stem for new town hall
- Performing independent study on water samples

- Volunteer Fire Department now has paid drivers from 7:00 a.m. – 3:30 p.m.
- Possibility of new business coming to Stem – 65 jobs

Stovall Mayor Janet Parrott noted that Commissioner Mike Williford that also serves as Stovall’s Mayor Pro-Tem was in attendance. She gave the following update regarding the Town of Stovall:

- CMAQ Project has been approved and engineering completed for construction of sidewalks from the town limits to Stovall Shaw Elementary School – requires match
- Restroom facility at Stovall Park completed – thanked Board for funding from Parks and Recreation
- Senior Center in Stovall is an asset – running out of space

Mayor Parrott thanked Commissioners Jay and Smith for their help in the community.

Oxford Mayor Jackie Sergent reported that they are searching for a City Manager and that Mike McLaurin, Interim City Manager, works an abbreviated schedule. She said that Commissioners Ron Bullock and Al Woodlief are the two newly elected commissioners. She then spoke from the following PowerPoint presentation:



What We Strive To Do

*Provide quality, affordable services.
Plan for growth.
Maintain trust.*

Where We Want To Go 

Partner with the community
to build upon the charm and character
of our historic, vibrant, and walkable city
to create an extraordinary
quality of life for all.

- Partnering is key for our board
- Partnering effectively with the county - essential

Bicentennial Year



- Proud to celebrate our 200 years
- Our history celebrates Granville County's – especially as county seat
- Kick-off dedication of Nick Bragg mural
- Lewis Bowling Book
- Calendar w/notable dates
- Monthly lecture series
- Living History walks
- Fall festival and banquet
- Info at logo on website



Downtown Master Plan

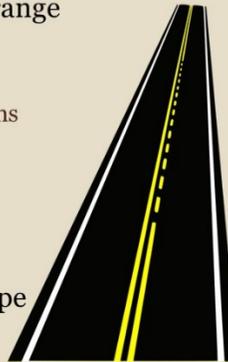


- 15 member steering committee
- Draft presented 2/16/16
- Fold-out poster/map format
- Overall streetscape design + 5 detailed concept plans
- 17 recommendations – include traffic calming, outside dining, street trees, public art
- Policy review and updates

Infrastructure Development



- Working with NCDOT on longer range plans for street resurfacing
 - Economy of scale pricing
 - Powell Bill funds to leverage larger loans
- Opportunity to replace aging water/sewer infrastructure below surface
 - Connect NC – Vote YES on March 15th
- Opportunity to consider streetscape projects in DT Master Plan



Infrastructure Cont'd



- Flow Equalization Tank (million gal) complete
- New Water Tower (750,000 gal)
 - Low interest loan approved
- GIS mapping of water mains/valves ~60%
 - GC great support when we started this – **THANK YOU!**
- Evaluating automatic meter reading
 - Improves efficiency
 - Tracks minute by minute use
- Storm Water
 - Alston Court / On-call engineering
 - Updating Ordinance



Recreation Update



- Granville Street Youth Center
 - Alpha Kappa Alpha Sorority
 - 12-15 kids/day M-F 3-6pm
- Playground at Hix Complex
 - R/R 20 yr old equipment
 - New area for 2-5 yr olds
- Hix Gym renovation
 - New insulation/lighting/paint
 - New fans/flooring
- Summer Camp - 12 week long sessions, 316 kids
- Summer Intern Program



Fire Department



- ISO Classification Class 5 to 4 after inspection by the NC Dept of Insurance/Office of State Fire Marshal
- ToughPad computers - 3
 - Realtime hazmat/hydrant info
 - Plan 911 interface soon
- 36 assists to GC agencies
- Avg response -3.977 min.
- Education for 2336 – adults/children/industry
- 70 residential inspections – coordinate w/GC inspx
 - smoke/carbon monoxide detectors, Shake-Awake alarms





Other

- 911 dispatch collaboration – **Thank you!**
- OPD Hot spot patrols + reading program at Credle
- 64 unit housing on Industry in prep stages
- Phase 1 Industry Dr. sidewalk project – **Thank you!**
- New Financial Software
- Community Roundtables
- Strategic planning
- **Opportunities to collaborate**

BREAK

At this point, Chairman Jay called for a break.

UPDATE FROM SCHOOL SYSTEM

Board of Education Chairman Dr. Tom Houlihan spoke about current issues in the school system and how they are dealing with them. He talked about their budget and noted that they have formed a committee that is looking at every line item with a goal of saving \$2.9 million. He then referred to a handout entitled “Granville County Public Schools, Charter School Analysis” and noted that 8.5% of Granville County students are in charter schools. He said they need to look at what charter schools are offering that public schools are not offering and determine what they can afford to offer and/or change to offer students. He said charter are here, will be here, and they have to do the best they can with the students they have to educate. He then recognized Dr. Dorwin L. Howard, Sr., Superintendent of Granville County Public Schools, for comments.

Dr. Howard then introduced staff from Granville County Public Schools that were present: Dr. Michael Myrick, Assistant Superintendent for Curriculum and Instruction and Student Services; Mrs. Beth Day, Assistant Superintendent of Finance; Dr. Gus Gillespie, Assistant Superintendent for Human Resources and Auxiliary Services; and Mr. Stan Winborne, Director of High Schools, Director of Career & Technical Education Program and Public Information Officer.

Dr. Howard updated the Board on ways they are addressing discipline issues this year including forming a Discipline Committee, meetings with principals and teachers, policy and procedure changes, the Center for Innovative Learning (CIL), and the Superintendent’s

Advisory Council. He talked about seeking grants to make improvements, academic performance improvements in Math and Biology, Improvement Plans for low performing schools, teacher retention and ways to improve, collecting and analyzing data of student demographics, and parent surveys. He then talked about an article passed out regarding Hamlet Middle School, that has a high population of students that live in poverty, but the school has made strides in academic improvement even though the state has given it a poor grade.

Dr. Houlihan then mentioned the article entitled “A if for Affluent.” He talked about students he tutored and that oftentimes students can read, but do not understand content of what they read. He then pledged to work together with the Board to improve the school system.

Commissioner Cozart asked what the turnover rate at the Granville Magnet was in relation to other schools in Granville County. Dr. Gillespie answered that 2 of the 14 teachers had been there all three years. Commissioner Cozart said he heard comments that things such as school climate, relationships and nurturing are important to parents and students. He talked about the tough choices that the school system is having to make.

Commissioner Mims asked about the consolidation of South Granville High School.

Dr. Howard made comments and talked about the consolidation as an opportunity to benefit students. He noted that major savings are from personnel costs.

Commissioner Currin made comments about the success of Henderson Collegiate that has students from similar situations as some who attend Granville County Public Schools.

Dr. Howard said parent participation and extra requirements for teachers have been established at Henderson Collegiate and other charter schools and it creates a different culture.

BOARD WENT INTO CLOSED SESSION

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Timothy Karan, and unanimously carried, the Board went into closed session as allowed by G.S. 143-318.11(a)(4) to discuss an economic development matter. Upon a motion by Commissioner R. David Currin, Jr., seconded by Commissioner Ed Mims, and unanimously carried, the Board returned to regular session.

COMMISSIONERS ADJOURN

Upon a motion by Commissioner Tony W. Cozart, seconded by Commissioner Ed Mims, and unanimously carried, the Board adjourned.

BOARD RECONVENED ON FEBRUARY 19, 2016

After breakfast was served, Chairman Jay called the retreat back in session at 8:51 a.m. Commissioner David T. Smith had the invocation. Commissioner Tony W. Cozart arrived at 8:54 a.m.

INTRODUCTION OF DOUG VAUGHAN – VETERANS SERVICE OFFICER

County Manager Felts introduced Mr. Doug Vaughan as the new Veterans Service Officer.

Mr. Vaughan said he is a veteran that served 17 years and looks forward to serving the veterans of Granville County.

Commissioner Mims thanked the Board for seeing the need to hire a Veterans Service Officer to serve over 4,000 veterans that reside in Granville County and their families.

BOARD APPROVED CHANGES TO THE SUMMER CIVIC LEADERSHIP PROGRAM

County Manager Felts talked about the current Summer Civic Leadership Program and explained proposed changes and options. He mentioned changing the program from rising sophomores to seniors and to a track based program – Public Safety, Human Services, Community Services and General Government as well as increasing the stipend. He also asked for direction for eligibility requirements.

After discussion and clarification, Commissioner Timothy Karan made a motion to act on the matter at the March meeting. Due to the timeline of initiating the program and only one meeting to be held March 21st, Commissioner Karan withdrew the motion.

Commissioner David T. Smith made a motion to accept the County Manager’s recommendation for the Summer Civic Leadership Program with eligible participants being Granville County residents only. Commissioner Ed Mims seconded the motion. When Chairman Jay called for a vote on the matter it was approved unanimously as follows:

Summer Civic Leadership Program	
Eligible Participants	Rising Seniors who reside in Granville County
Program	(Focused Program) – 5-week program which allows participant to rotate through departments and affiliated agencies in one of four focused tracks. 1) Public Safety 2) Human Services 3) Community Services 4) General Government
Scholarship Amount	\$1,400 for successful completion
Number of Participants	5

BOARD APPROVED GRANVILLE COUNTY BUDGET CALENDAR

County Manager Felts reviewed the 2016-2017 budget calendar included in the agenda packet.

Upon a motion by Commissioner Edgar Smoak, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board adopted the 2016-2017 budget calendar as follows:

Granville County Government Budget Calendar FY 2016-2017	
February 10th	Instructions sent to County Department Heads and Outside Agencies
March 11th	Continuation budget and service expansion requests for County Departments and Outside Agencies submitted to the County Manager
March 14th	Begin meeting with Departments and Outside Agencies
April 8th	Conclude meeting with Departments and Outside Agencies
April 19th	Finalize revenue estimates
April 18th – 25th	Finalize submitted budget
May 2nd	Distribute FY 2016-2017 submitted budget to Board of Commissioners
May 2nd	Advertise for Public Hearing
May 9th – 12th	Hold budget work session(s) with Board of Commissioners
May 16th	Hold public hearing
June	Final budget considered for adoption

BOARD HEARD REVIEW OF FINANCIAL CONDITION/FORECAST

County Manager Felts referred to the 2016 Board Retreat – Financial Status summary included in the agenda. He explained that Granville County carries a debt load of approximately \$93 million with \$16.1 million being hospital related (pass-thru), \$279,000 for 911 debt for upgrade several years ago, \$53 million for school construction, \$15 million for economic development tied to Triangle North Granville, \$3 million for public improvement (Social Services, Senior Center, Courthouse renovations), and \$5.6 million for library bonds. He noted that the principle on the debt is reduced approximately \$3 million per year. He said there are no significant changes to expenses other than associated with unfunded mandates (Social Services and Board of Elections). He noted that revenues are up some due to sales tax revenues due to service industries. He said that it does not look like there will be significant increases in health insurance at this time. He said that there is a healthy fund balance which is good with larger projects being looked at in the near future.

Steve McNally, Finance Director, said that \$9 million is budgeted to be spent in debt service this year. He noted that if no additional debt is incurred, then the debt owed will be paid back in 15 years.

County Manager Felts said that a debt ratio update was included in the agenda packet. When asked, County Manager Felts explained why health insurance costs may not change and projects still included in school debt.

PRESENTATION OF THE PROPOSED GRANVILLE COUNTY STRATEGIC PLAN – 2020 VISION FOR GRANVILLE COUNTY

County Manager Felts said that at last year's retreat, the Board of Commissioners asked staff to develop and present a 3 – 5 year strategic plan. He noted that over 50 key employees worked over 1200 hours to complete the plan. He then introduced the Long-Range Strategic Planning Committee Presentation Team members: Doug Logan, Wendy Pennington, Scott Phillips, Lou Bechtel and Mike Felts. He noted that Dr. R. Henry Migliore and Dr. David Howard also worked as consultants on the plan. The Presentation Team presented the proposed Long Range Strategic Plan and identified seven objectives.

BREAK

At this time, County Manager Felts called for a break.

AFTER PRESENTATION OF THE PROPOSED GRANVILLE COUNTY STRATEGIC PLAN – 2020 VISION FOR GRANVILLE COUNTY CONTINUED, BOARD APPROVED PLAN

The Presentation Team continued the presentation of the proposed Long-Range Strategic Plan. After the presentation, County Manager Felts summarized the plan.

Commissioner Currin thanked staff for their work on the plan and that in recognition of the hard work put into the plan, he made a motion to adopt the Granville County Long-Range Strategic Plan – 2020 Vision for Granville County. Commissioner Edgar Smoak seconded the motion and made comments. He noted that economic development drives the County and there needs to be checks and balances in place to check progress of the plan. He also noted that he believed that the County Manager and Department Heads are the Public Information Officers for Granville County.

Board members asked questions and made comments related to the plan including salary studies, process for input, available space in the County, certified sites, internet and social media, communication, State of the County address, Public Information, focus on

broadband, work on retention rate, merit raises, and work on Land Development Plan. The Board thanked staff for their hard work on the plan.

When Chairman Jay called for a vote on the matter, it passed unanimously to approve the Granville County Long-Range Strategic Plan – 2020 Vision for Granville County with the following seven objectives:

1. Through Economic Development activities and efforts increase the County wide tax base by approximately \$80 million annually.
2. Improve Inter-Local Government Relationships through partnerships and shared services.
3. Educate the Community to improve public awareness of Local Government Issues, Activities, Benefits, and Opportunities.
4. Reduce the County's annual personnel turnover rate due to resignations and terminations to 6% or less by FY 2020.
5. Improve employee recognition and boost morale through the implementation of an Awards and Recognition Program (A&R)
6. Improve and Increase the number of volunteer programs, sites, and opportunities within County Government.
7. Identify Public Safety Requirements and improve communication of services with the public.

Discussion ensued about economic development, retaining employees, attracting qualified employees and Vance-Granville Community College.

LUNCH BREAK AND ROUNDTABLE DISCUSSION WITH DEPARTMENT MANAGERS

Commissioner Smoak announced that he would not be at the afternoon session due to a family emergency. At this point Department Managers were divided into groups to have lunch with Commissioners. The meeting started back at 1:03 p.m.

UPDATE ON VANCE-GRANVILLE DISTRICT HEALTH DEPARTMENT

Lisa Macon Harrison, Health Director, gave an overview of what Granville-Vance District Health Department does. She then talked about the Zika virus and noted that the first travel-related case has been confirmed in North Carolina. She then talked about the recent Community Health Forums that were held. She noted that voting results showed that education, mental health and substance abuse, and poverty were found to be the top three things of importance and that education, nutrition and physical activity and chronic disease were the top three things that are realistic/actionable. She said the next step is to move to action planning. She said that it is a delicate balance to be sure they are funded adequately to protect

your health and prevent disease. She also talked about their work with emerging disease issues such as Ebola.

BOARD HEARD UPDATE ON ECONOMIC DEVELOPMENT

Harry Mills, Economic Development Director, spoke from the following PowerPoint presentation to update the Board on economic development:

Granville County 2015 Workforce

- Granville County - 43rd highest populated county in NC
- Our estimated population is 59,916
- Approximately 20,000+ businesses operating in our county
- Avg weekly wage is \$768 or \$39,936 annually (NC Avg is \$850/week or \$44,200)
- Current Unemployment Rate for December 2015 was 4.6 %
- Civilian Labor Force is approximately 28,392
- Approximately 27,083 people are employed in Granville County
- Work in State/County of Residence - 45.2%
- Work in State/Outside County of Residence - 53.5%
- Work outside State of Residence - 1.4%

Active Projects Table

Project Name	Type of Industry	Jobs	Capital Investment
Project Magma	IT	27	\$30M
Project Hoist	Manufacturing	35-45	\$245k
Project Round	N/A	N/A	N/A
Project Con	Plastics Manufacturing	N/A	N/A
Project Thermal	Manufacturing	35	\$15M
Project Clean	Manufacturing	500	\$325M
Project Global	Manufacturing	900	N/A
Project Panther	High-End Composites for Aviation	25-250	\$3M+
Project VT	Warehouse/Distribution	30	N/A
Project Raeburn	Manufacturing	23-83	\$156M
Total			\$529M+

Granville County Expansions

- NT Techno expanding with an additional 20 jobs by the end 2016
- Builder Services expanding with an additional 20 jobs
- Santa Fe Natural Tobacco Co. expanding with an additional 50 jobs
- Shalag, USA expanding with an additional 40 jobs

Project Raeburn Highlights

- Liked the close access to I-85
- VGCC had great information on courses and data on students
- Good infrastructure at the site
- Nice town and seems to have good people that care about the community
- Good proximity to other reputable manufacturing companies
- Great preparation for the visit with great speakers on their subject area
- Good interview with Shalag, Inc. that showed the ability to attract talent-good hearing from an international company

When asked, Mr. Mills explained customized training programs and how Vance-Granville is working with companies to have trained workers and ways to improve process.

BOARD HEARD UPDATE FROM DEVELOPMENT SERVICES

Barry Baker, Planning Director, updated the Board on current development trends.

Some of the other highlights he pointed out were as follows:

- 529 zoning permits were issued in the County in 2015, up by 17½% from 2014
- 83% of the single-family dwellings were issued for the four southernmost townships
- 328 zoning permits issued for 2015, up 20½% from 2014
- 249 site-built homes in 2015
- 163 single-family permits issues in the Falls Watershed
- 147 major lots that were approved and 44 minor lots were approved

Mr. Baker mentioned the following planning, transportation and greenway items that they are working on:

- New floodplain maps and ordinance amendments are likely required by State between June-December 2016
- NC 56 Corridor Study completed
- Comprehensive Transportation Plan Update begins
- Funded Projects in Draft State Transportation Improvement Plan
 - R-5707: US15/NC56/NC50 intersection realignment in Creedmoor (FY 2018)
 - U-5829: 26th Street Extension in Butner with grade separation over I-85 (FY 2021)
 - U-5891: NC widening from I-540 to NC 98 (ROW FY 2022 and Construction FY 2025)
- Completed all municipal Bicycle and Pedestrian Plans
 - Update of the Granville County Greenway Master Plan to be completed in 2016 by the Greenway Committees
- Butner to Creedmoor Greenway
 - 25% design complete
 - Planning and Engineering to be completed in 2016
 - Construction scheduled for summer 2017
- Various sidewalk and greenway projects in Butner, Creedmoor, Oxford and Stovall are in planning, design and construction

BOARD HEARD UPDATE ON BUILDING INSPECTIONS AND CONSTRUCTION PROJECTS

Scott Phillips, Development Services Director, gave an update on building inspections as follows:

- Residential permits – 500 permits issued in 2015; 217 site built, 13 modular, 60 manufactured housing, 91 remodels & additions, and 119 other
- Building permits up – \$80,737,039 in construction values, an increase in the industrial, commercial and residential sectors
- Building permits – revenues up from 2014 to \$517,631
- Building permits – work load was up to 5231 from 4579 in 2014

Mr. Phillips said that numbers are up from 2014, especially in the residential development sector. He reported that Inspections hired a new Inspector and noted challenges his department faces with four of five employees being eligible for retirement in the next five years. He mentioned legislative changes that says building inspections revenues stay in the Inspections Department. He said discussions are underway to consolidate fire services, permitting and construction/inspections into one office.

Mr. Phillips then gave the Board a brief review of the following completed capital improvement projects:

- Completed the Granville County Senior Center December 2015
- Completed the Bullock Convenience Site
- Replaced the roof at 122 Williamsboro Street

Mr. Phillips then gave the Board a brief review of projects:

- Renovations at the Granville County Courthouse
- Wilton 911 Back-Up Center
- Granville Athletic Park Restrooms and Concession

Mr. Phillips then gave the Board a brief review of the following upcoming projects for consideration in FY 2016-2017:

- Wall Street Improvement
- Warehousing Space
- Law Enforcement Center

PRESENTATION OF LOST DOG KITS

Tracey Dreibelbis, President of the Animal Advisory Committee, presented 60 lost dog kits for the Sheriff's vehicles that included slip leads, treats, air fresheners, etc. She explained what her non-profit does for the community to reduce shelter intake and talked about her recent Lost Pet Consultant training.

REPORTS FROM MAJOR DEPARTMENTS

Sheriff's Department Update

Brin Wilkins, Sheriff, referred to the information in the agenda packet and asked if Board members had questions. He talked about new equipment the Sheriff's Office has acquired including a crime scene 3D scanner, a celebrite machine (downloads information from cell phones) and a drone. He mentioned the need for a license plate reader. He talked about the canine program, the Drug Forfeiture Act, IRS scam calls, and other issues his office is dealing with. He mentioned the challenge of dealing with mental health cases that often tie up deputies to sit with patients at hospitals for up to eight days and the possibility of utilizing the Franklin Regional Medical Center in Louisburg for mental health services for this area. He reviewed some of the 911 statistics and said that the transition of dispatching for Oxford has gone smoothly. He said that the jail issues will be talked about later in the meeting.

Sheriff Wilkins answered questions from Commissioners.

Social Services Update

Lou Bechtel, Social Services Director, thanked the Board for the new positions for their department. He noted that 11 employees left Social Services in the last seven months and that several went to surrounding counties for more money. He reported that 33% of his staff will be eligible for retirement between 2016 and 2020. He talked about NC FAST, Medicaid expansion, Able-Bodied Adults Without Dependents (ABAWDs), Child Protective Services, and Child Support Services. He said he will probably ask for an additional supervisor position in Public Assistance in the upcoming budget. He mentioned that the State is pushing to hire permanent workers rather than temporary workers. He said that the requests for services continues to increase. Mr. Bechtel answered questions.

BREAK

At this time, Chairman Jay called for a break.

REVIEW OF DETENTION CENTER NEEDS AND FEASIBILITY STUDY

County Manager Felts introduced Todd Davis and Dan Mace with Moseley Architects to talk about the Detention Needs Assessment and Feasibility Study.

Dan Mace said that Todd Davis did a needs assessment for Granville County and recommended the following due to the critical issue of space:

- A new 176 bed jail facility with a 250 bed “core” needs to be constructed of approximately 50,000 feet to replace aging and inadequate existing facility. The approximate total cost of this building would be \$16,000,000
- New Sheriff’s law enforcement space and E911 could be added to the jail facility of approximately 16,000 square feet. Once constructed, the existing Sheriff’s Office and detention space could be repurposed for other County space needs. The approximate total cost of this additional structure added onto the jail facility would be \$4,000,000.
- Recommended a remote site of at least 10 acres to allow for future growth and expansion

Mr. Mace gave an estimate of three years to complete the project. Mr. Mace and Todd Davis, former Jail Administrator with Alamance County, referred to a conceptual model of the jail and explained it, noting that this is just an example of how it could look. He said the model is based on projected jail census and noted that extra beds in a jail facility can be rented to other counties to offset some of your capital or operating costs. It was mentioned that last year Granville County paid out approximately \$480,000 to house inmates in other counties due to space issues. This figure does not include costs for transport and staff. Board members asked questions and talked about next steps. County Manager Felts said that once a site is selected, the three-year clock begins.

CONSENSUS OF THE BOARD TO MOVE FORWARD TO LOOK AT SITES FOR A LAW ENFORCEMENT CENTER AND BRING BACK RECOMMENDATION TO THE BOARD

Commissioner Cozart said he believed that the Board needed to move forward with the process and he was prepared to make a motion if necessary.

County Manager Felts said that as design plans are finalized there will be public hearings associated with the financing and a public presentation of the final design. County Attorney Wrenn said that a public hearing may be required if needed for the land development process for zoning or for a special use permit.

The consensus of the Board was to authorize the County Manager and the County Attorney to move forward to look at sites for a Law Enforcement Center and to bring back a recommendation to the Board.

Sheriff Wilkins thanked the Board for moving forward. He noted that there are many issues at the current jail.

FOLLOW-UP OF RETREAT FROM BOARD MEMBERS

Board members mentioned issues of concern including space needs for the Board of Elections and Animal Control, concerns with the school system, challenges faced by the County, litter issues, working with municipalities, need for Public Information Officer, internet

services throughout the County, cybersecurity, distribution of services, request for VGCC and Board of Education to attend entire retreat, engaging younger students in a leadership program. discussion with District Attorney and judicial community, representative for Granville-Vance District Board of Health, implications of Connect NC, and promoting Granville County for economic development. Board members thanked department heads and staff for all of their work on the Strategic Plan and noted that the retreat was very informative. Chairman Jay thanked the Board for all of their work and mentioned that Commissioner Currin and Mims will be going off the Board at the end of the year. He thanked staff for work on the Strategic Plan.

COUNTY MANAGER RECAP

County Manager Felts mentioned items to work on from the retreat: implement litter strategies including letters to court officials, information regarding Social Services' issues to Senator McKissick, IT staff available to Board of Elections staff on election night, continue to work and communicate with Granville County Public Schools and VGCC, implement changes to Summer Civic Leadership Program and look for opportunities to engage younger students, gather information for budget forecasting; move forward with Law Enforcement Center, move forward with Strategic Plan, access to distribution of services and space needs. He thanked staff for all of their hard work.

BOARD APPROVED PAY CHANGES FOR BOARD OF ELECTIONS CHIEF JUDGES, JUDGES AND ASSISTANTS

Commissioner Smith asked if action is needed on the request made by the Board of Elections.

County Manager Felts said that the Board of Elections is having problems attracting and retaining polls workers and asked the Board to consider action based on information presented to the Board at the retreat last night. He noted that the Board of Elections budget is also affected by unfunded mandates and may need to be adjusted at some point.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved poll worker pay for one-stop workers and Election Day workers as recommended by the Board of Elections Director and Board of Elections as follows:

- Chief Judges - \$9.50 per hour
- Judges - \$9.00 per hour
- Assistants - \$8.50 per hour

Commissioner Jay asked the County Manager to request that the Oxford Police Department be open at 5:00 a.m. on Tuesday, March 15, 2016 for voting.

BOARD ADJOURNED

Upon a motion by Commissioner R. David Currin, Jr., seconded by Commissioner Ed Mims, and unanimously carried, the Board adjourned at 4:35 p.m.

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