



the event and noted there will be some costs involved for food and drinks that will be served. He said they are selling sponsorships and have received \$150 thus far.

Board members expressed how proud they are to have a Granville County native as a member of the championship team and stated they would like to help with the event.

Upon a motion by Commissioner Edgar Smoak, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved funding in the amount of \$500 and a proclamation for the celebration for Isaiah Hicks on April 29, 2017.

**DURING PUBLIC COMMENTS, ONE SPOKE ABOUT THE COUNTY BUDGET FOR 2017-2018 AND THE OAK HILL HERITAGE MUSEUM**

**Reverend Bernard Holliday, 1738 Lake Road, Creedmoor, NC**, said that a new detention center will cost \$20-\$25 million and noted that last year taxes increased to .88/\$100 valuation. He said a similar detention facility in Rowan County started with 48 cells and moved to 210 cells in 2010 with additional facilities at a cost of \$56,000. He said the debt limit for Granville County must not exceed 8% of the appraised properties based on taxation. He said we have a failing school system and test scores can be checked to verify the information and noted that Halifax County filed suit against the Board of Education and the State of North Carolina for not preparing students. He said 16% of enrollment of Granville County students are in charter schools. He said he had the following proposals: (1) He called for a moratorium on the prison project; (2) He said that the legislature is in session and they can streamline legislation for a bond referendum to vote on the prison project; (3) He asked that the Legislature allow us to amend the County charter; and (4) He asked for special help from the State Board of Education.

**Alma Peace Bullock, Oak Hill Heritage House Museum, 7686 Goshen Road, Oxford, NC**, said that she was present to request funding for the Oak Hill Heritage House. She noted that they had applied for 11 years for outside agency funding and had never received any. She said they have struggled and had to have fundraisers and donations. She said they need help for sustaining the museum, program expansion and upgrading. She said they are a multi-cultural research library and museum and focus on African American and Native American resources, but not limited to that. She stated that 41% of District 1 is African American, 4% Native American and 54% is Caucasian. She talked about the need for public access to high speed internet and Wi-Fi, touchscreens with kiosks, two additional computers, a large copy machine and two part-time employees so that the museum can be open four days

a week for six hours a day. She invited the Board to visit the museum and to consider the funding request.

**BOARD APPROVED PRELIMINARY ASSESSMENT RESOLUTION FOR STREET IMPROVEMENTS TO FIELDSTONE WEST SUBDIVISION**

Chairman Karan recognized Justin Jorgensen, Senior Transportation Planner.

Mr. Jorgensen explained that the Granville County Planning Department received petitions (collectively the “petitions,” individually a “petition”). The petition seeks for Granville County to bring Fieldstone West Subdivision streets and any associated street intersections within the subdivision up to the standards required by the North Carolina Department of Transportation, Division of Highways (NCDOT) in order for the streets to be accepted as part of the State-maintained road system for public maintenance (the “project”). A road bond in the amount of \$31,500 was collected on October 17, 2016 for Fieldstone West Subdivision.

The agenda included: (1) Copy of Preliminary Assessment Resolution for Street Improvements to Fieldstone West Subdivision; (2) Copy of petitions received from Fieldstone West Subdivision; (3) Copy of Adopted Granville County Policy for the Improvement and Assessment of Public Subdivision Streets; and, (4) Copy of estimate from Granville County’s Road Consulting Engineering firm that was based on NCDOT punchlist and was passed out to subdivision representatives with the blank petitions.

Upon a motion by Commissioner Edgar Smoak, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved adopting the Preliminary Assessment Resolution for Street Improvements to Fieldstone West and set the public hearing as follows:

**PRELIMINARY ASSESSMENT RESOLUTION FOR STREET IMPROVEMENTS TO FIELDSTONE WEST SUBDIVISION**

**WHEREAS**, Granville County (the “County”) received three (3) petitions (collectively the “Petitions,” individually a “Petition”) from property owners of Fieldstone West Subdivision requesting that said property owners be levied special assessments for certain street improvements pursuant to Article 9, Chapter 153A of the North Carolina General Statutes; and

**WHEREAS**, the County finds that each Petition is sufficient in all respects, the same having been duly signed by at least seventy-five percent (75%) of the owners of property to be assessed, who own at least seventy-five percent (75%) of all the lineal feet of frontage of the lands abutting on the street or portion thereof to be improved.

**NOW, THEREFORE, BE IT RESOLVED**, pursuant to N.C. Gen. Stat. §153A-190, the County Board of Commissioners (the “Board”) adopts this resolution proposing to impose special assessments as follows:

1. That the Board hereby expresses its intent to undertake the Project as defined below and more particularly described herein.
2. That the proposed Project is a result of those certain Petitions received by the County from the property owners of lots within Fieldstone West Subdivision for street improvements to the following streets: Belmont Circle; West Stone Drive; and Stoneway Court (collectively the “Streets”). That the purpose of the proposed Project is to bring said Streets

and any associated street intersections within Fieldstone West Subdivision, up to the standards required by the North Carolina Department of Transportation, Division of Highways ("NCDOT") in order for said Streets to be accepted as part of the State-maintained road system for public maintenance (the "Project"). That each Petition requests that the County assess the property owners for the local share required by policies of NCDOT, which local cost equals one hundred percent (100%) of the Project's total costs and which may include, *inter alia*, construction costs, the cost of necessary legal services, the amount of interest paid during construction, the cost of rights-of-way, and the cost of publishing and mailing notices and resolutions.

3. That the proposed bases for making assessments is to assess the property owners in Fieldstone West Subdivision as allowed by Article 9, Chapter 153A of the North Carolina General Statutes for the costs of improvements required to bring the Streets subject to the Petition into compliance with NCDOT's standards for streets to be accepted by NCDOT for public maintenance (the "Owner Assessment Cost"). For the street improvements contemplated herein, one hundred percent (100%) of the Project's total costs will be an Owner Assessment Cost and will be paid by the property owners of Fieldstone West Subdivision. The Owner Assessment Cost for street improvements is based on an equal share of the total cost per lot served in Fieldstone West Subdivision as a whole and the amount payable by each lot owner will be calculated as follows: (i) one hundred percent (100%) of the Project's total costs will be assessed based on an equal share of the total Project cost on a per lot basis.

a. Pursuant to N.C. Gen. Stat. §153A-193, the total costs for the Project may include construction costs, the cost of necessary legal services, the amount of interest paid during construction, the cost of rights-of-way, and the cost of publishing and mailing notices and resolutions.

4. That one hundred percent (100%) of the total costs of the work for the Project shall be assessed.

5. That there shall be no assessments held in abeyance.

6. The owners of assessed property shall have the option, within thirty (30) days after the publication of the notice that the assessment roll has been confirmed, of paying the full assessment either in cash or in not more than five (5) annual installments. If payment on an installment basis is chosen, the first installment with interest shall become due and payable sixty (60) days after the date that the assessment roll is confirmed, and one subsequent installment and interest shall be due and payable on the same day of the month in each successive year until the assessment is paid in full. Any portion of an assessment that is not paid within thirty (30) days after publication of the notice that the assessment roll has been confirmed shall bear interest until paid at an interest rate of five (5%) per annum. Assessments paid in full before the expiration of thirty (30) days from the date that notice is published of confirmation of the assessment roll shall receive a five percent (5%) discount.

**THEREFORE, IT IS HEREBY ORDERED** that a public hearing on all matters covered by this Preliminary Resolution shall be held on Monday, June 5, 2017 at 7:00 p.m. in the Granville County Board of Commissioners Meeting Room located at Granville County Expo & Convention Center, 4185 US Hwy 15 South, Oxford, North Carolina 27565. Following that public hearing, the Board may adopt a resolution directing that the project or portions thereof be undertaken.

Adopted by the Granville County Board of Commissioners on the 17<sup>th</sup> day of April, 2017.

**BOARD APPROVED ELECTION EQUIPMENT AND SOFTWARE MAINTENANCE AND SUPPORT AGREEMENT**

County Manager Felts stated that North Carolina General Statute (N.C.G.S) 163-165.9(b)(2) requires County Boards of Elections to annually maintain software license and maintenance agreements necessary to maintain the warranty of its voting system. Printelect (ES&S) is Granville County's current equipment and software vendor for voting equipment and the existing agreement expires on June 30, 2017. The proposed agreement provides pricing for Hardware Maintenance; Firmware Maintenance and Support; and Software Maintenance and Support with 1, 3, or 5 year pricing terms. While the annual fees offered

under the 1, 3, and 5 term agreements are the same, if the 3 or 5 year terms are selected a 10% discount will be offered on any coding fees provided during the contract term. The 3 and 5 year agreements also “lock-in” the annual fee amount which is subject to change with agreement renewal and the prices offered by Printelect are statewide uniform pricing as required by N.C.G.S. When asked, Mr. Felts said funding is included in the current year budget, will be a recurring expense in upcoming budgets for five years, and is statewide pricing as in any other county in North Carolina.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Sue Hinman, and unanimously carried, the Board approved the Elections Director and County Manager’s recommendation to award a 5 year term agreement to Printelect (Election System & Software, LLC) with an effective period of 7/1/2017 thru 6/30/2022 at the stated rates for election equipment, software maintenance and support agreement; and directed the County Attorney to draft the contract in the County’s generally used format with prices as follows:

Annual Maintenance Fee	\$16,677.93
Annual Firmware Maintenance & Support	\$2,211.06
Annual Software Maintenance & Support	\$7,006.80

**BOARD APPROVED LIBRARY COMPUTER REPLACEMENT FOR THE LIBRARIES**

County Manager Felts stated that taking into account the IT Director’s recommendation last year that all county departments should attempt to schedule their computer’s end of life-cycle replacement, the Library decided to begin a 5-year replacement policy for all Library computers. This order is for the replacement of the aging staff computers, which are currently the oldest computers within the system (approximately 7 to 8 years of age). The purchase of these computers represents approximately 1/5 of the current total of Library computers and will be the first step of this plan to keep the public library’s resources current. He noted that Granville County, working through the County IT Department, purchases Dell computer equipment for desktops and laptops at State Contract pricing. A price quote for the eleven Dell Workstations at a total price of \$12,763.41 has been received. Library Director Jonathan Bradsher confirmed adequate funds exist in the current Library budget to fund this expenditure.

Upon a motion by Commissioner Tony W. Cozart, seconded by Commissioner Edgar Smoak, and unanimously carried, the Board approved the purchase of eleven new Dell Workstations from SHI at a price of \$12,763.41 from the 2016-2017 budget to replace the outdated computer systems that are currently in place. County Manager Felts confirmed that this purchase should affect all of the library branches and that the computers will be assessed

to see if they can be used by other departments and if not the hard drives will be erased and destroyed and the computers will be recycled. He noted that the County does not sell computers.

**BOARD APPOINTED ELLEN HIGHLAND (DISTRICT 6 APPOINTED BY DISTRICT 4) TO THE ANIMAL CONTROL ADVISORY COMMITTEE**

Upon a motion by Commissioner Tony W. Cozart, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board appointed Ellen Highland (District 6 appointed by District 4) to the Animal Control Advisory Committee.

**BOARD REAPPOINTED TOMMY HOBGOOD (ALTERNATE) TO THE GRANVILLE COUNTY BOARD OF ADJUSTMENT**

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Edgar Smoak, and unanimously carried, the Board reappointed Tommy Hobgood (Alternate) to the Granville County Board of Adjustment.

**BOARD DIRECTED COUNTY ATTORNEY TO REVIEW GRANVILLE COUNTY ORDINANCE CHAPTER 36 – PEDDLERS AND SOLICITORS**

County Manager Felts explained that at the March 20, 2017 Board meeting proposed changes to Chapter 36 – PEDDLERS AND SOLICITORS of the Granville County Ordinance was provided to the Board of Commissioners for their review. The Board directed staff to review the changes and verify that the proposed changes would not affect the County's ability to regulate solicitation "panhandling" on Streets and Highways. In 2015, the Board amended Article IV of Chapter 41 of the County's Ordinances to address solicitation on the streets and highways. The proposed changes to Chapter 36 will not impact the County's ability to regulate solicitation "panhandling" on streets and highways as outlined in Chapter 41.

After discussion about citizens having concerns with people coming door to door and the procedure in place now, the consensus of the Board was to get the County Attorney to research the matter to see if peddling and soliciting can be banned. It was noted that this will not affect groups such as boy scouts, girl scouts and fire departments that solicit door-to-door.

**BOARD APPROVED ANNUAL JULY 4<sup>TH</sup> CELEBRATION FUNDING REQUEST**

County Manager Felts stated that a letter from the City of Creedmoor thanking the County for past contributions to the annual contribution to the 4<sup>th</sup> of July celebration and requesting support of the 2017 Celebration was in the agenda packet. Since 2010, the County has provided \$1,500 towards this program, and due to increased costs the City of Creedmoor and Town of Butner are asking for a contribution of \$2,000 for the 2017 celebration. Currently, \$1,500 is earmarked in the budget for this program. This request was also made in 2016 after

the budget was adopted for fiscal year 2017 and the Board discussed considering the request at a later date.

Upon a motion by Commissioner Edgar Smoak, seconded by Commissioner Sue Hinman, and unanimously carried, the Board approved funding in the amount of \$2,000 for the July 4<sup>th</sup> Celebration at Lake Holt with funding from the FY 2016-2017 budget.

**BOARD APPROVED RESOLUTION ADOPTING UPDATED GRANVILLE COUNTY PARKS AND RECREATION MASTER PLAN, GRANVILLE ATHLETIC PARK SITE SPECIFIC MASTER PLAN WITH ASSOCIATED CAPITAL IMPROVEMENT PLAN, AND AUTHORIZED COUNTY STAFF TO SUBMIT THE 2017 PARTF GRANT APPLICATION**

County Manager Felts stated that in 2016, the Granville County Board of Commissioners approved moving forward with the Granville Athletic Park (GAP) Phase III Project and allocated funding to provide matching funds for various grants to complete the project funding. The project is expected to cost approximately \$1,000,000. The County has accepted a grant award of \$250,000 from the Land and Water Conservation Fund (LWCF) and has earmarked \$500,000 of County funding. He noted that Charla Duncan, Grants Coordinator, was present to provide an update of the project, present updates to the Granville County Parks and Recreation Master Plan, present the GAP Site Specific Master Plan, and seek approval to apply for a \$250,000 Parks and Recreation Trust Fund (PARTF) grant. As part of our acceptance of the LWCF grant, we have 3 years to complete the GAP Phase III project. If we are successful in obtaining the PARTF grant we would have the required funding in place to begin the final site planning to move the project forward. He then introduced Ms. Duncan.

Ms. Duncan spoke from a PowerPoint presentation and made the following comments:

- As you know, we've been working to fund the Phase III expansion project at the Granville Athletic Park.
- As of Fall 2016, the project budget is three-quarters funded by a local match and a National Parks Service grant.
- The most recent site plan for the Phase III expansion, including recreation amenities includes: a paved walking trail (connecting to existing trails), inclusive playground equipment, a picnic shelter, tennis courts, volleyball courts, horseshoe pits, and open activity space. The expansion will also include non-recreational support facilities of a parking lot and bathrooms.

- Our secured funding streams as mentioned are the Granville County match of \$500,000 and a National Parks Service Land and Water Conservation Fund Grant of \$250,000. This grant has a three year performance period, meaning the project will need to be completed by 2019 in order to have access to those funds.
- Potential future sources of funding include the NC Parks and Recreation Trust Fund grant, known as PARTF. We intend to pursue this funding source again, requesting \$250,000 and that application is due on May 1.
- The foundation of the PARTF application will demonstrate how the Phase III recreational amenities selected are based on community input, including public meetings and the 2015 comprehensive recreation survey.
- At this point she read the results of the recreation survey which were walking trails, lighted trails, picnic shelters, tennis courts, volleyball courts and playgrounds were all in the top 10 of desired amenities.
- In the Phase III justification, we also intend to address the National Recreation and Park Association's Three Pillars: Health & Wellness, Conservation, and Social Equity. Health & Wellness and Conservation are pretty standard angles of parks and recreation funding, so we also want to call attention to the pillar of social equity, particularly involving the tennis and volleyball amenities. Many tend to think that playing tennis is cost prohibitive, but for the player that has access to public courts, tennis rackets cost no more than basketballs and soccer balls in many cases. Granville County has an opportunity here to create access to a sport that has historically been found in places and institutions built on a history of inequity.
- Also, both tennis and volleyball are easily adapted sports. There has been a new focus on inclusive recreation lately in the county, and working to make sure that people of all abilities can participate.
- Phase III will also address a need to diversify recreation and create more opportunities for adults. Granville County is an aging community. Residents over the age of 20 make up approximately 75% of the county. In our public input conversations, the walking trail, tennis courts, and picnic areas are of particular interest to our seniors.
- In addition to master plans being good strategic envisioning, the PARTF grant awards points for updated and officially adopted recreation master plans. There are two types of master plans needed and one is a Granville Athletic Park Site Specific Master Plan.

The 2017 update for the Granville Athletic Park Site includes more opportunities for adults.

- There is a Capital Improvement Plan in the Appendix of the Site Plan.
- The updates to this plan add the Phase III project, as well as updating the recreational infrastructure needs at the GAP. The last plan was written in 2011, so a lot has been accomplished in the last six years.
- An excerpt from the Site Specific Master Plan was included in the handout. This provides tables of the recreational amenities in Phase III along with their justifications.
- The second type of master plan that needed updating and needs official adoption is Parks and Recreation Comprehensive Master Plan. A version of this plan was adopted in 2016 by the board. The only changes in this comprehensive plan adds in the Phase III project, and updates the GAP site specific plan found in the appendix.

Commissioner Edgar Smoak made a motion to approve the associated resolution and the updated master plans to include Phase III at the GAP and to apply for the grant. Commissioner Sue Hinman seconded the motion.

When asked, Ms. Duncan stated that we should hear back from the PARTF grant in September.

Mr. Felts noted that if Granville County is awarded the grant in September, then the final design will be done this winter with the goal of construction documents being released in late spring or early summer, and construction beginning mid to late Summer 2018. Commissioner Smith said that the surveys show that tennis courts was popular on the survey. He noted that many of our senior citizens would like to see pickle ball at the GAP and he hopes this will be included in the expansion at the GAP.

When Chairman Karan called for a vote on the matter, it passed unanimously to approve the associated resolution adopting the updated Granville County Parks and Recreation Master Plan, Granville Athletic Park Site Specific Master Plan with the associated Capital Improvement Plan, and authorized County staff to submit the 2017 PARTF grant application as follows:

**RESOLUTION BY GOVERNING BODY OF APPLICANT**

**WHEREAS**, the 2016 Granville County Recreation Comprehensive Master Plan needs updating to reflect the Phase III expansion of the Granville Athletic Park; and

**WHEREAS**, the 2011 Granville Athletic Park Site Specific Master Plan needs updating to reflect the improvements to Phases I and II, as well as the Phase III expansion; and

**WHEREAS**, the North Carolina Parks and Recreation Trust Fund (PARTF) have authorized the making of grants to aid eligible units of government in financing the costs of planning and construction of parks and recreational facilities for the general public; and

**WHEREAS**, the County of Granville has need for and intends to expand the Granville Athletic Park, particularly the 11 acres of property adjacent to the park, which is owned by the County; and

**WHEREAS**, the County of Granville intends to request PARTF grant assistance for the project; and

**WHEREAS**, the County of Granville has allocated funds to provide at least 50% or more, if approved for a NC PARTF grant award.

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

That the County of Granville will adopt the April 2017 updated version of the Granville County Recreation Comprehensive Master Plan.

That the County of Granville will adopt the Granville Athletic Park Site Specific Master Plan and the associated Capital Improvement Plan.

That the County Manager is hereby authorized to execute and file an application on behalf of the County of Granville with the State of North Carolina Parks and Recreation Trust Fund for a grant to aid construction of the project described above.

Adopted this 17<sup>th</sup> day of April 2017 at Oxford, North Carolina.

### **BOARD PRESENTATIONS**

Commissioner Jay asked the Board to consider the request from the Oak Hill Heritage House Museum at the upcoming budget workshops. He cautioned citizens about scams to the elderly that require a down payment before work is done and then the work is not completed. He announced that Granville County employees will hold a litter pick-up event on Friday, April 21<sup>st</sup> at 12 noon.

Commissioner Smith announced an upcoming Crimestoppers Community Watch at the Stovall Library on Tuesday, May 2<sup>nd</sup> from 6:00 – 7:30 p.m. and invited the public to attend.

Commissioner Hinman announced that Oxford Preparatory School's newly formed Interact Club adopted Landis Road and will hold their first litter pickup on Saturday, April 22<sup>nd</sup>. She noted that the Richard H. Thornton Library has two upcoming events: Wednesday, April 26<sup>th</sup>, 3:00 – 4:00 p.m., Holocaust Survivor: Abe Piasek and Sunday, April 30<sup>th</sup>, book signing for Julius Chambers, Civil Rights Lawyer.

Commissioner Cozart invited everyone to the Second Chance Graduation at Cornerstone Christian Community Church on May 5<sup>th</sup> at 7:00 p.m.

Commissioner Smoak talked about warnings from the State Department of Insurance about storm watchers that go to communities after storms and try to scam people. He then asked if surplus equipment is available for 501c3 non-profit corporations such as the Oak Hill Heritage House Museum and that he hopes a system can be put in place. He also asked that the request from Oak Hill Heritage Museum be looked at during budget workshops.

Mr. Felts explained that working computers are distributed to other departments and those that have personal information such as from Social Services may not be allowed to be donated because of HIPPA laws.

Commissioner Smoak asked that those who speak at public comments provide copies to the Board with notations of where information is obtained.

Chairman Karan said that the School Liaisons met and noted budget challenges the school system will face if the bill in the legislature regarding classroom size for kindergarten through third grade is not passed and more teachers are needed. He also mentioned the impact of charter schools on the school system and noted that the Board of Education has reached out to North Carolina State University for a study on the implications for charter schools, but it will take 18 months to complete. He said he is nervous about the implications of all of these things on the school system and welcomed feedback.

Chairman Karan and County Manager Felts talked about the budget calendar and noted that the budget has to be adopted by July 1<sup>st</sup>. The budget will be presented May 1<sup>st</sup> and a public hearing will be requested for May 15<sup>th</sup>. Budget work sessions are being considered the week of May 22<sup>nd</sup> or May 29<sup>th</sup> during the day. He said the budget can then be considered for adoption at the June 5<sup>th</sup> or June 19<sup>th</sup> meeting. The consensus of the Board was to hold the budget work session(s) the week of May 22<sup>nd</sup> and asked the Clerk to poll the Board for availability.

**ANY OTHER MATTERS**

County Manager Felts ask the Board to consider the format for department heads to present service expansion requests for the 2017-2018 budget.

**COMMISSIONERS ADJOURN**

Upon a motion by Commissioner Edgar Smoak, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board adjourned.

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