

**OXFORD, NORTH CAROLINA**  
**June 20, 2016**

The Members of the Honorable Board of Commissioners of Granville County, North Carolina met in a regular meeting on Monday, June 20, 2016 at 7:00 p.m. in the Auditorium, Granville Expo and Convention Center, 4185 US Highway 15 South, Oxford.

***Present were:***

***Chairman:*** Zelodis Jay

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

Edgar Smoak was absent.

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

***County Attorney:*** James C. Wrenn, Jr.

***Assistant County Attorney:*** Gerald T. Koinis

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

**MEETING CALLED TO ORDER**

At 7:00 p.m., Chairman Zelodis Jay called the meeting to order, and recognized Commissioner David T. Smith for the invocation and the Pledge of Allegiance.

**BOARD APPROVED CONSENT AGENDA**

Upon a motion by Commissioner R. David Currin, Jr., seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved the consent agenda as follows:

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

Environmental Disaster Contingency	\$ 10,000
General Contingency Balance	\$ 13,081
General Fund Appropriated Fund Balance	\$ 4,855,403

- (B) Approved Budget Amendment #10 as recommended by the Finance Director:

Budget Amendment #10  
6/20/2016

Be it ordained, the FY 2015-2016 Annual Budget Ordinance is hereby amended as follows:

**GENERAL FUND**

Expenditures: Increase/(Decrease)

General Government

Board of Election	5,000
Tax Administration	52,000

Public Safety

Sheriff's Department	99,049
Detention Center	10,000
Addressing / GIS	6,000

		Animal Control	3,700		
	Community Services				
		4-H Best	3,400		
		Unwrappin The Gift - Warren County	1,000		
		Planning	11,200		
		Economic Development	20,550		
	Area Projects and Other Appropriations				
		Non-Departmental	(38,600)		
	Contributions to Other Funds				
		Tourism Development Authority	2,000		
		Total Expenditures		175,299	
	Revenues: Increase/(Decrease)				
		Appropriated Fund Balance	175,299		
		Total Revenues		175,299	
	THORTON LIBRARY MEMORIAL FUND				
	Expenditures:Increase/(Decrease)				
		Memorial Fund Projects	\$1,847		
		Total Expenditures		1,847	
	Revenues: Increase/(Decrease)				
		Donations	1,847		
		Total Revenues		1,847	
	COUNTY HEALTH PLAN				
	Expenditures:Increase/(Decrease)				
		Health Plan Administration	\$73,000		
		Current Year Claims	\$72,000		
		Claims 2012-2013 (KBA)	(\$20,000)		
		Total Expenditures		125,000	
	Revenues: Increase/(Decrease)				
		Appropriated Fund Balance	125,000		
		Total Revenues		125,000	
	(For reference only)			Balance	
	General Fund/ Jail				
	Expenditures: Increase/ (Decrease)				
	10-4320	122	Overtime	\$10,000	\$63,500
	10-8540	113	Position Reclass	(\$10,000)	\$112,496
	Description: To fund overtime pay for Jail				
	General Fund/ Addressing				
	Expenditures: Increase/ (Decrease)				
	10-4396	260	Supplies	\$5,000	\$5,500
	10-8540	113	Position Reclass	(\$5,000)	\$107,496
	Description: To fund supply and other operating purchases for Addressing/GIS.				
	General Fund/ Planning				
	Expenditures: Increase/ (Decrease)				
	10-4910	370	Advertising	\$5,000	\$11,500
	10-8540	128	IT & Connectivity	(\$5,000)	\$189,240
	Description: To fund advertising expenditures for the Planning department.				
	General Fund/ Economic Development				
	Expenditures: Increase/ (Decrease)				
	10-4920	251	Gas Oil and Tires	\$50	\$50
	10-4920	360	Dues and Subscriptions	\$500	\$18,500
	10-4920	412	Building Rental	\$20,000	\$30,000
	Revenues: Increase/ (Decrease)				
	10-3990	991	Appropriated Fund Balance	\$20,550	\$20,550

Description: To fund payments to the City of Oxford for rent of the Economic Development office for fiscal years 2013-2014 and 2014-2015. (County had not been billed for these payments.) Also, to fund dues and gas expenditures.

General Fund/ 4-H Best

Expenditures: Increase/ (Decrease)

10-5831	126	Program Assistant	\$1,200	\$7,015
10-5831	251	Gas, Oil and Tires	\$200	\$200
10-5831	260	Agricultural Supplies	\$200	\$1,000
10-5831	290	Other Supplies	\$400	\$800
10-5831	312	Travel and Transportation	\$700	\$2,700
10-5831	399	Agricultural Other Services	\$700	\$2,700
10-8540	120	Available for Grant Matching	(\$3,400)	\$48,600

Description: To fully fund various expenditures for the 4-H Best program.

General Fund/ Tax Administration

Expenditures: Increase/ (Decrease)

10-4145	192	Legal Fees	\$12,000	\$17,000
10-4145	196	New Property Surveys	\$26,000	\$56,000
10-4145	199	Professional Services	\$28,000	\$72,000
10-4145	325	Postage	(\$14,000)	\$31,000
Revenues: Increase/ (Decrease)				
10-3990	991	Approp. Fund Balance	\$52,000	\$4,907,403

Description: To fully fund various expenditures for the Tax Administration department.

General Fund/ Board of Elections

Expenditures: Increase/ (Decrease)

10-4170	126	Pollholder and Others	\$5,000	\$93,875
10-8540	113	Performance Based Adjustment	(\$5,000)	\$102,496

Description: To fund additional labor needed for June elections.

General Fund/Animal Control

Expenditures: Increase/ (Decrease)

10-4380	122	Overtime	\$1,000	\$10,250
10-4380	398	Break - In Expenditures	\$2,000	\$2,000
10-4380	212	Uniforms	\$3,000	\$4,200
10-4380	265	Office Supplies	\$3,500	\$18,500
10-4380	351	Repair Building	\$200	\$800
10-4380	251	Gas Oil & Tires	(\$6,000)	\$9,000
Revenues: Increase/ (Decrease)				
10-3990	991	Approp Fund Balance	\$3,700	\$4,911,103

Description: To fully fund various expenditures for the Animal Control department.

General Fund/ GIS/Addressing

Expenditures: Increase/ (Decrease)

10-4396	121	Salaries	\$1,000	\$47,401
10-8540	113	Performance Based Adjustment	(\$1,000)	\$101,496

Description: Fund increase in GIS/Addressing salaries.

General Fund/ Planning

Expenditures: Increase/ (Decrease)

10-4910	121	Salaries	\$6,000	\$229,297
10-4910	125	Board Members	\$200	\$4,200
Revenues: Increase/ (Decrease)				
10-8540	113	Performance Based Adjustment	(\$6,200)	\$95,296

Description: Funding increase in Planning salaries.

General Fund/ UTG - Warren County

Expenditures: Increase/ (Decrease)

10-5836	221	Food	\$1,000	\$1,959
10-8540	113	Performance Based Adjustment	(\$1,000)	\$94,296

Description: To fund food expenditure.

General Fund/ Tourism  
 Expenditures: Increase/ (Decrease)  
 10-6180 121 Salaries \$2,000 \$2,000  
 10-8540 113 Performance Based Adjustment (\$2,000) \$93,296  
 Description: Fund salary adjustment for the Tourism department.

General Fund/ Sheriff  
 Expenditures: Increase/ (Decrease)  
 10-4310 540 Capital Outlay - Cars \$99,049 \$99,049  
 Revenues: Increase/ (Decrease)  
 10-3990 991 Appropriated Fund Balance \$99,049 \$5,010,152

Description: to fund purchase of vehicles originally budgeted for FY 2016-2017, as approved by the Granville County Board of Commissioners on June 6, 2016.

Thornton Library Memorial Fund  
 Expenditures: Increase/ (Decrease)  
 20-6110 233 Memorial Fund Projects \$1,847 \$21,847  
 Revenues: Increase/ (Decrease)  
 20-3611 840 Donations \$1,847 \$20,847

Description: to fund expected overages. (Open purchase order needs to be closed.)

County Health Plan Fund  
 Expenditures: Increase/ (Decrease)  
 85-4200 193 Health Plan Admin \$73,000 \$513,000  
 85-4200 477 Current Year Claims (BCBS) \$72,000 \$1,798,000  
 85-4200 475 Claims 2012-2013 (KBA) (\$20,000) \$0  
 Revenues: Increase/ (Decrease)  
 85-3510 410 Health Plan Contribution \$125,000 \$125,000

Description: To fund Blue Cross / Blue Shield plan administrative fees and estimated claims for the balance of FY 2016

**PRESENTATION ON THE FIVE COUNTY STEPPING UP INITIATIVE**

Chairman Jay introduced Dan Brummitt, Chairman of the Five County Community Oversight Board and Vance County Commissioner for a presentation.

Mr. Brummitt introduced Elliot Clark, the new Director of the Five County Community Office of Cardinal Innovations. Mr. Brummitt explained that the Five County Stepping Up Initiative was started by the National Association of Counties (NACo) to reduce the number of non-violent offenders with mental illnesses in jails. The program would put resources of the five counties (Granville, Franklin, Halifax, Vance and Warren Counties) together to develop a model that will help with dependencies in our jail systems. Granville County and the other counties already make a contribution to Cardinal Innovations and they are asking that a portion (\$20,000) of the contribution already being made be withheld and that those monies be assigned to the Stepping Up Initiative. He said that no new money will be given to Cardinal Innovations, but the same services will be available. He said that the first thing they need to do is to determine a consistent method of gathering data so they can identify these individuals and their needs. They also want to work with partners such as the Health Department, Social Services and others to get those with mental illness in the right place for treatment and not in

our jail system. He asked that Granville County participate and noted that Warren and Vance Counties are participating, Franklin County will act on the matter tonight, and Roanoke Rapids/Halifax County also.

Commissioner Currin asked who is ultimately responsible for the cost of the treatment of those identified with mental illness.

Mr. Brummitt answered that if these people are not in jail, then their Medicaid benefits would be supportive of the treatment. He said there are also funds in the Cardinal Innovations system to help those with mental disorders. He said the idea is to get these people back to the State and Federal budgets that are set up to deal with mental health issues.

Commissioner Currin expressed concerns with creating another agency with these funds to be responsible for services that Cardinal Innovations is paid to do. He noted that he did not see how the County could come out on the good end of the deal and that these people will end up in our emergency rooms.

Questions and discussion continued. County Manager Felts referred to page 25 of the agenda that explained the implications of withholding funds.

**PRESENTATION ON NORTH CAROLINA DIVISION OF EMERGENCY MANAGEMENT CENTRAL BRANCH SEARCH AND RESCUE EXERCISE**

Chairman Jay introduced Doug Logan, Granville County's Emergency Management Coordinator, for a presentation.

Mr. Logan spoke from a PowerPoint presentation on the recent North Carolina Division of Emergency Management Central Branch Search & Rescue Exercise at the North Carolina National Guard Range at Camp Butner that was held April 21-24, 2016. After a ten month planning process, response personnel from across North Carolina and the neighboring states of South Carolina, Tennessee, Virginia and West Virginia came together to practice their skills in incident command, man tracking, clue recognition, canine search tactics, and large-incident logistical support. This full-scale exercise surrounded the scenario of a compromised individual that had become lost in the woods. Individuals, Agencies and Teams searched over approximately 1,000 acres of wooded/open land, day and night, around the clock for two and a half days. In the weeks prior to the exercise, Granville County also hosted two search-related classes, "Managing Land Search Operations" and "Search and Rescue Fundamentals", in which 25-30 volunteer and professional response personnel received specialty training in Search Techniques. Participating Local Agencies included the Granville County Sheriff,

Butner Public Safety, Granville County Fire Services, and Granville County Emergency Management. He noted that the exercise was fully funded through State and Federal Grants at a final cost of \$38,875.65 with 141 players, 32 agencies and 20 observers.

**NCACC VIDEO UPDATE**

The Board watched a video presentation from the North Carolina Association of County Commissioners (NCACC) updating commissioners on Association activities.

**BOARD APPROVED FY 2016-2017 HOME AND COMMUNITY CARE BLOCK GRANT**

County Manager Felts stated that included in the agenda packet was a memorandum from Kathy May, Senior Services Director, and a copy of the proposed County Funding Plan for the FY 2016-2017 Home and Community Care Block Grant for Older Adults. The County Funding Committee met on June 3, 2016 and approved the proposed plan. He noted that the block grant for FY 2016-2017 will total \$418,203 and requires a County match of \$44,514. This match is made through the Senior Center Department budget and is included in the FY 2016-2017 budget.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved the FY 2016-2017 Home and Community Care Block Grant for \$418,203, with a County match of \$44,514 that is included in the Senior Center Department FY 2016-2017 budget.

**BOARD APPROVED JUVENILE CRIME PREVENTION COUNCIL'S RECOMMENDED ROSTER FOR THE 2016-2017 YEAR**

Upon a motion by Commissioner R. David Currin, Jr., seconded by Commissioner Ed Mims, and unanimously carried, the Board approved the following recommended roster for the 2016-2017 year which is based on positions:

Ed Mims	County Commissioner
Calvin Timberlake	Local Superintendent or <u>Designee</u>
Al Coley (Oxford PD)	Chief of Police
Deputy Jessica Laws	Sheriff or <u>Designee</u>
Michael W. Putney, Jr.	District Attorney or <u>Designee</u>
David R. Carter	Chief Court Counselor or Designee
Clarette Hill	Director, AMH/DD/SA or Designee
Jon Cloud	Director of Social Services or <u>Designee</u>
Michael Felts	County Manager
Heather Currin	Substance Abuse Professional
Rev. Dr. Tolokun Omokunde	Member of the Faith Community
Judge Carolyn Thompson	District Court Judge
George Parker, Jr.	Business Community
Bailey Goldman	Health Director Designee
Kim Henley (FLVF)	Rep. United Way/Other Non-Profit

Vacant	Parks & Recreation
Robert L. Blackwell	District 1
Alex Fonvielle	District 2
Thomas C. Jackson	District 3
Jason Jenkins	District 4
Art Beeler	District 5
Xavier Wortham	District 6
Mayor Jackie Sergent	District 7

**BOARD MADE APPOINTMENTS TO THE GREENWAY TECHNICAL COMMITTEE**

Commissioner R. David Currin, Jr. made a motion to approve the recommendations to the Greenway Technical Committee. Commissioner Tony W. Cozart seconded the motion.

When Chairman Jay called for questions on the motion, Commissioner Mims asked for clarification on the Public Health position since Jackie Sergent has retired.

Commissioner Currin amended his motion to approve the recommendations to the Greenway Technical Committee, except for the Public Health position. Commissioner Tony W. Cozart seconded the motion. The Board unanimously approved the recommendations as follows: Barry Baker (Planning/Zoning), John Wimbush (County Board of Adjustment), Ginnie Currin (Chamber of Commerce), Raymond Allen (Parks and Recreation), Lindsay Mize (Ex-Officio-SGWASA), Michael McFadden (Recreation Advisory Committee), Cheryl Hart (City of Oxford Planning), Michael Frangos (Creedmoor Planning), Jessica Gladwin (Butner Planning), Terry Turner (Town of Butner) and Glenda Williams (District 3).

**BOARD REAPPOINTED TIM CURRIN (DISTRICT 1) AND MICHAEL W. YOUNG (DISTRICT 4) TO THE GRANVILLE COUNTY INDUSTRIAL FACILITIES AND POLLUTION CONTROL FINANCING AUTHORITY**

Upon a motion by Commissioner Zelodis Jay, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board reappointed Tim Currin (District 1) to the Granville County Industrial Facilities and Pollution Control Financing Authority.

Upon a motion by Commissioner Tony W. Cozart, seconded by Commissioner Ed Mims, and unanimously carried, the Board reappointed Michael W. Young (District 4) to the Granville County Industrial Facilities and Pollution Control Financing Authority.

**BOARD APPROVED FUNDING FOR 4<sup>TH</sup> OF JULY CELEBRATION**

County Manager Felts stated that on June 8<sup>th</sup>, County Administration received a letter from the City of Creedmoor concerning the City of Creedmoor and Town of Butner's Annual 4<sup>th</sup> of July Celebration to be held at Lake Holt on Friday, July 1<sup>st</sup>. Since 2010, Granville County has contributed \$1,500 annually towards this patriotic event. Due to increasing costs, they are

requesting that the Granville County Board of Commissioners consider contributing \$2,000 toward the 2016 event.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Ed Mims, and unanimously carried, the Board approved participating as a sponsor of the 2016 City of Creedmoor and Town of Butner 4<sup>th</sup> of July Celebration at the \$1,500 level allocated in the FY 15-16 budget and consider increasing the funding to \$2,000 for the 2017 event.

**BOARD APPROVED RECREATION ADVISORY COMMITTEE ALLOCATION RECOMMENDATIONS**

County Manager Felts stated that the FY 15-16 approved budget includes \$46,287 of unallocated funding for recreation efforts. During the Recreation Advisory Committee's April and May meetings, the Recreation Advisory Committee reviewed multiple requests for the recreation funding and made recommendations for the Granville County Board of Commissioners approval.

Commissioner Timothy Karan made a motion to approve the Recreation Advisory Committee's recommendations with the remaining unallocated funding of \$3,783 carried over to fiscal year 2016-2017 for additional handicapped swing seats. Commissioner David T. Smith seconded the motion.

When Chairman Jay called for questions on the motion, Commissioner Mims asked if the additional handicapped swings will be at the Granville Athletic Park (GAP).

County Manager Felts said there are currently not any swing sets at the GAP to put the swing sets on, but they are working with the City of Oxford and Town of Butner to see if handicapped swing seats can be added at their facilities.

When Chairman Jay called for a vote on the motion, it passed unanimously to fund the following requests with the remaining unallocated funding of \$3,783 carried over to fiscal year 2016-2017 for additional handicapped swing seats:

<b>Agency</b>	<b>Approved Amount FY 15-16</b>
Senior Center	\$3,150
Mount Energy Playground	\$20,173
Oxford Community Tennis Association	\$1,677
Oak Hill Walking Trail	\$13,504
Creedmoor Elementary	\$4,000
<b>Total Recommended Allocation</b>	<b>\$42,504</b>

**BOARD TABLED FIVE COUNTY STEPPING UP INITIATIVE**

County Manager Felts said this item was tabled during the Granville County Board of Commissioner's regular meeting on June 6, 2016 until Commissioner Smoak could comment or additional information be provided. He thanked Vance County Commissioner Dan Brummitt for his presentation.

When asked, County Manager Felts said he spoke with Commissioner Smoak about the matter, but he did not provide a recommendation. He also said that the item is not very time sensitive. He noted that Vance County and Warren County have elected to participate which will provide initial funding. He also noted that Halifax County has approved for the County Manager to decide on funding in the amount of \$15,000 or \$20,000 and Franklin County will consider a vote on the matter tonight.

Commissioner Tony W. Cozart said that in light of the questions surrounding the matter, the request of more information from Elliot Clark, Director of Five County Community Office of Cardinal Innovations, and a recommendation from Commissioner Smoak, he would make a motion to table the action on the matter. Commissioner David T. Smith seconded the motion and it passed unanimously to table action on the Five County Stepping Up Initiative.

**COUNTY ATTORNEY'S REPORT**

County Attorney Wrenn stated that he had an attorney client matter regarding property acquisition for closed session.

**BOARD PRESENTATIONS**

Commissioner Cozart said he attended the event at Central Children's Home on Saturday and was glad to see the support for the children who are residents at the home.

Commissioner Mims said that the Board of Health had its quarterly meeting on June 14, 2016 and he was pleased to extend thanks to the Board of Commissioners for their assistance with funding for this year. He said they asked that Granville-Vance District Health Department stakeholders develop a sustainability plan for the future. He mentioned that the Veterans Affairs Committee (VAC) had a table at the Central Children's Home event and met veterans and identified veterans interested in becoming active on the VAC. He said they met Floyd Duhon, Military and Veterans Affairs Committee Chairman, who advised them that he has a database of veterans in the area and offered his help to contact veterans locally. He also

thanked Linda Nicholson with the Oxford Public Ledger for covering the Board meetings for the newspaper as it was her last meeting.

Commissioner Karan said he attended the North Carolina Association of County Commissioners' (NCACC) Board of Directors meeting June 10-11, 2016. He said they met with the Secretary of Commerce and learned that North Carolina has grown to the ninth largest economy in the United States. He talked about Project Phoenix where the State is evaluating the 80,000 buildings and properties they own to put them back on the tax rolls by sales to private organizations. He mentioned Senate Bill 826 that will allow private equity to be placed in public domain for investment within municipalities and counties, \$1.2 million for broadband infrastructure funding, and House Bill 169 regulatory reform delaying water quality rules for Jordan and Falls Lakes. He noted that the annual NCACC dues remain the same and are holding unused funding over to next year. He also mentioned that NCACC has six interns this summer and about discussions regarding the Stepping Up Initiative and how it will affect rural counties.

Commissioner Smith announced that the Nifty 90's Celebration will be held on July 12, 2016 at 5:00 p.m. at the new Granville County Senior Center. He asked that anyone interested in the event to contact the Granville County Senior Center.

Chairman Jay said he attended the recent Capital Area Metropolitan Planning Organization (CAMPO) meeting and they informed them about two new routes to the east coast – Interstate 42 and Interstate 87. He mentioned that Department of Transportation (DOT) funds will be used to upgrade US 1 and US 401. He said the Granville County Environmental Affairs Committee is still working with DOT and exploring different avenues to get Granville County cleaned up.

**BOARD WENT INTO CLOSED SESSION**

Upon a motion by Commissioner Timothy Karan, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board went into closed session as allowed by G.S. 143-318.11(a)(5) and (6) to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; and to consider the qualifications, competence,

performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.

**BOARD APPROVED NEGOTIATIONS FOR POND AGREEMENT AT THE GRANVILLE ATHLETIC PARK**

Upon a motion by Commissioner Ed Mims, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved authorizing the County Attorney and the County Manager to negotiate a ten year agreement for use of a pond to irrigate the Granville Athletic Park in the amount of \$4,800 annually with a 3% yearly increase.

**BOARD AWARDED 3.75% PAY INCREASE TO COUNTY MANAGER**

Upon a motion by Commissioner Tony W. Cozart, seconded by Commissioner Ed Mims, and unanimously carried, the Board approved a 3.75% pay increase for County Manager Michael Felts effective June 16, 2016.

**BOARD ADJOURNED**

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Ed Mims, and unanimously carried, the Board adjourned.

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