

OXFORD, NORTH CAROLINA
March 2, 2015

The Members of the Honorable Board of Commissioners of Granville County, North Carolina met in a special meeting to conduct regular business on Monday, March 2, 2015 at 7:00 p.m. in the Auditorium, Granville Expo and Convention Center, 4185 US Highway 15 South, Oxford.

Present were:

Chairman: Tony W. Cozart

Commissioners: R. David Currin, Jr. Zelodis Jay
 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

News Reporters: Elizabeth Coleman – *Butner-Creedmoor News*
 Linda Nicholson – *Oxford Public Ledger*

MEETING CALLED TO ORDER

At 7:00 p.m., Chairman Tony W. Cozart called the meeting to order and gave the invocation and Pledge of Allegiance.

APPROVED CONSENT AGENDA

Upon a motion by Commissioner Edgar Smoak, seconded by Commissioner Timothy Karan, 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:

General Contingency Balance	\$ 16,000
Environmental Disaster Contingency	\$ 10,000
General Fund Appropriated Fund Balance	\$ 4,312,216

(B) Approved Budget Amendment #9 as recommended by the Finance Director:

Budget Amendment #9

Be it ordained, the FY 2014-2015 Annual Budget Ordinance is hereby amended as follows:

GENERAL FUND

Expenditures: Increase / (Decrease)

Community Services	
County Library System	\$ 5,000
Public Safety	
Emergency Management	\$ 22,290
Area Projects and Other Appropriations	
Contributions	\$ 744,000

<i>Total Expenditures</i>			\$ 771,290
Revenues: Increase / (Decrease)			
Restricted & Intergovernmental		\$ 27,290	
Appropriated Fund Balance		\$ 744,000	
<i>Total Revenues</i>			\$ 771,290

E911 COMMUNICATIONS FUND

Expenditures: Increase / (Decrease)			
ETSF Hardware		\$ 250	
<i>Total Expenditures</i>			\$ 250
Revenues: Increase / (Decrease)			
Use of ETSF Fund Balance		\$ 250	
<i>Total Revenues</i>			\$ 250

(For Reference Only) Total

General Fund/Library

Revenues: Increase / (Decrease)			
10-3327-321	LSTA Grant	\$ 5,000	\$ 5,000
Expenditures: Increase / (Decrease)			
10-6110-692	LSTA Grant Expenditures	\$ 5,000	\$ 5,000

Description: To recognize funding and the corresponding expenditures for the 2014-2015 Library Services and Technology Act grant.

General Fund/Contributions

Revenues: Increase / (Decrease)			
10-3990-991	Appropriated Fund Balance	\$ 744,000	\$ 4,312,216
Expenditures: Increase / (Decrease)			
10-9800-022	Transfer to GPO – CDBG-ER	\$ 744,000	\$ 744,000

Description: To fund current and future costs for the completion of the Lanier Street Senior Center.

General Fund/Emergency Mgmt

Revenues: Increase / (Decrease)			
10-3437-261	Homeland Security Grant- Em Mgmt	\$ 22,290	\$ 22,290
Expenditures: Increase / (Decrease)			
10-4300-603	Homeland Security Exercise Grant	\$ 22,290	\$ 22,290

Description: To fund expenditures and recognize the grant funding for Homeland Security School Shooter Exercise program

E-911 Fund/ETSF Hardware

Revenues: Increase / (Decrease)			
27-3991-992	Use of ETSF Fund Balance	\$ 250	\$ 35,271
Expenditures: Increase / (Decrease)			
27-4502-355	UPS	\$ 250	\$ 3,500

Description: To budget funds for unanticipated maintenance costs.

(C) Approved Budget Amendment #4 for the Community Development Block Grant Program as recommended by the Finance Director:

**Grant Project Ordinance
Community Development Block Grant Program – Economic Recovery
Budget Amendment # 1 (during Fiscal Year 2015)
(Budget Amendment # 4 for project ordinance)**

Be it ordained, the CDBG-ER Grant Project Budget Ordinance is hereby amended as follows:

Expenditures: Increase / (Decrease)			
Public Facility Improvements		\$ 640,545	
<i>Total Expenditures</i>			\$ 640,545
Revenues: Increase / (Decrease)			
Transfer from GF – Financing Proceeds		\$ 640,545	
<i>Total Revenues</i>			\$ 640,545

(For Reference Only)

<u>Economic Recovery Grant Program:</u>			<u>Balance</u>
<i>Revenue Increase/ (Decrease):</i>			
22-3816-010	Transfer of Financing Proceeds	\$ 744,000	3,753,028
22-3816-360	NC CDBG Grant	\$ (103,455)	481,105
<i>Expenditure Increase/ (Decrease):</i>			
22-5860-199	Administration	\$ (40,825)	12,317
22-5860-412	Building Lease and Fit-up	\$ (64,480)	347,516
22-5860-580	Public Facility Improvements	\$ 745,850	3,919,506

Description: To fund (from the General Fund) current and future costs for the completion of the Lanier Street Senior Center.

RESTATEMENT OF BUDGET LEVELS

**Community Development Block Grant Program – Economic Recovery
Grant Project Ordinance Budget Levels
(For County Auditors Reference)**

<i>Expenditures</i>		<i>Revenues</i>	
Administration	12,317	Transfer of Financing Proceeds	3,753,028
Building Lease & Fit-up	347,516	NC CDBG Grant	481,105
Public Facility Improvements	<u>3,919,506</u>	Other Revenues	<u>45,206</u>
Total Expenditures	4,279,339	Total Revenues	4,279,339

- (D) Approved the Minutes of the February 2, 2015 Meeting as recorded.
- (E) Approved the following Tax Releases as recommended by the Tax Administrator:

**Tax Releases
March 2, 2015**

ACCT	NAME	AMOUNT	REASON
18429-201	Gary & Delores Pursell	400.91	SW MH Listed Twice
66057-111 66057-112	Cynthia Marie Keeton	38.93	Garnished Wrong Taxpayer
12410-301	Howell, McCoy & Robert L Heirs FY2014	70.92	Land does not exist-never mapped
12410-113	Howell, McCoy & Robert L Heirs FY2013	70.92	Land does not exist-never mapped
79486-201	Melissa M Rogers	45.49	MH Listed in Error
TOTAL		\$627.17	

- (F) Approved the 2015 Schedule for the Board of Equalization and Review as follows:

- APPEALS ARE IN 10 MINUTE INTERVALS, ANY EXCEPTIONS ARE NOTED
- NO APPOINTMENTS ASSIGNED WITHIN 15 MINUTES OF AJOURNMENT TIME

	DATE	DAY	TIME	# OF APPEALS AND # OF COMMISSIONERS SITTING
1.	APRIL 14 TH	Tuesday	6 – 9 PM	12 APPEALS - 7 COMMISSIONERS
2.	APRIL 23 TH	Thursday	6 – 9 PM	12 APPEALS - 7 COMMISSIONERS
3.	APRIL 28 TH	Tuesday	6 – 9 PM	12 APPEALS – 7 COMMISSIONERS
4.	May 4 TH	Monday	6 – 7 PM	Wrap up, Summary, Final Approvals. Adjourn 2015 Session of the Board Of Equalization & Review

- AT THE BOARDS REQUEST, ALL DATES WILL BE ADVERTISED IN THE OXFORD LEDGER AND BUTNER-CREEDMOOR NEWS BEGINNING MARCH 30TH

PRESENTATION BY THE GRANVILLE COUNTY HUMAN RELATIONS COMMISSION

Chairman Cozart recognized Rev. Dennis Daniel, Program Chair of the Human Relations Commission (HRC), to announce the Diversity Awards.

Rev. Daniel said that a panel discussion and video presentation were held February 23, 2015 by the HRC. He noted that the HRC is dedicated to finding solutions for human relations issues in the County. He noted that Mayors of Butner, Creedmoor, Oxford and Stem; the Chairman of the Granville County Commissioners; the Chairman of the Granville County Schools' Board of Education and Superintendent; and the Sheriff participated in a panel discussion. He announced the following as winners of the Diversity awards because they made a significant contribution in the area of human relations and/or diversity in Granville County:

Area Congregations in Ministry (ACIM)	Public Sector
Penn Avenue Baptist Church Soup Kitchen and Halfway House	Public Sector
Bridgestone Commercial Solutions	Private Sector
Rev. Donnie Jones, Mount Vernon Missionary Baptist Church	Individual
John Watson, Habitat for Humanity	Individual

Rev. Daniel announced that the specific things that came out of the panel discussion for the HRC to take action going forward are the economic issues in the County and to take care of our children.

PRESENTATION ON STORMWATER UTILITY

Chairman Cozart stated that Henrietta Locklear was present to give an update on the Stormwater Utility.

Ms. Locklear handed out a *Stormwater Utility Services Manager Mid-Year Update* brochure and highlighted the following:

UTILITY MANAGEMENT

Stormwater Fee Billing

- New aerial photography in this year's billing – able to detect some changes in impervious areas
- Billing allows customers to get credit for Stormwater treatment on their property

Customer Service

- Questions come to Barry Baker and Ms. Locklear responds to complex customer service requests

Inter-Jurisdictional Coordination

- County provides billing service for jurisdictions in the County
- Performing Planning Review Services for Butner, Stem, Granville County, Person County and Creedmoor has recently requested these services

FALLS LAKE RULES COMPLIANCE

Nutrient Loading Reporting to the State

- Have to provide an estimate to the State of the development between end 2006 and 2012 when new development rules were put in place. Development created new nitrogen and phosphorus
- Great strides toward finalizing the estimate and will review methodology with the State

New Development Rules: Program Development and Administration

- Review all new development under the new development rules
- New developments continue to come in for review – some in the County are not subject to the rules

JURISDICTION REPRESENTATION

Upper Neuse River Basin Association

- Undertaken major projects related to the Falls Rules such as the Credit Tool Development Project
- UNRBA has also been monitoring the lake and streams going into the lake for water quality

Interactions with the State

- Reform Agency Review of Engineering Work – required the County and other jurisdictions to provide a report. Advantage of working together – report was compiled quickly to meet compliance

When asked if any industry was lost because of the Falls Lake Rules, Ms. Locklear answered not that she was aware of any commercial or industrial development that was withdrawn due to the rules.

DURING PUBLIC COMMENTS, ONE SPOKE ABOUT POLICY FOR IMPROVEMENT OF SUBDIVISION STREETS

Richard Yost, 3652 Jordan Circle, Franklinton, NC, made comments to the Board and presented copies to the Board and the Clerk regarding a policy for the improvement of subdivision streets:

- I am Richard Yost, President of the Olde Brassfield Property owners association located at 3652 Jordan Circle, Franklinton, NC
- Thank you for this opportunity to address the Board.
- The last I addressed the Board was in September of last year requesting that bond money collected for the Olde Brassfield subdivision be allocated for the purpose of bringing the streets of Olde Brassfield into conformance with State DOT standards so that the streets could be turned over to NC DOT for maintenance
- At that meeting the Commissioners decided to establish a team to study the situation and come up with a plan to address the streets in all of Granville County that may be in the same or similar situation as Olde Brassfield
- A draft plan was formed by this committee and in February was shared with our community by Mr. Felts
- I then shared this draft plan with members of our community as well as other subdivisions in southern Granville county
- The draft plan was received with favorable response by all
- Olde Brassfield thanks Commissioners Karan, Mims, and Currin as well as Mr. Felts and Mr. Wrenn for the work performed on the draft plan.
- It is encouraging to see the County management taking an active role in ensuring that our property values and the interests of the citizens of Granville County are being considered through the actions of this committee.
- Now that the resolution will be voted on this evening, we encourage the rest of the commissioners to agree to adopt this resolution as a sign that current and future developments here in Granville County will be held to the highest standards possible. This will help make Granville County a better place to live and attract great people and industry to our County.

- Again, thank you to the committee for a job well done and we request the rest of the Commissioners to vote in favor of this Resolution.

BOARD APPROVED SUBSTANTIAL REHABILITATION CONTRACT AWARD FOR 310 HIGHWAY 15 NORTH

Chairman Cozart stated that a memorandum and a bid tabulation from Karen Foster, Community Development Consultant with the COG, regarding a substantial rehabilitation contract for work at 310 Highway 15 North, Stovall was included in the agenda packet. This project is funded by the 2012 Community Development Block Grant. The following bids were received:

Vendor	Price (each)
L Roberts Repair/Builder	\$52,195.00
Herman Rouse, LLC	\$46,000.00

Ms. Foster recommended the low bidder Herman Rouse, LLC with a bid amount of \$46,000.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Edgar Smoak, and unanimously carried, the Board approved contracting with Herman Rouse, LLC for a cost not to exceed \$46,000 for the Substantial Rehabilitation Contract Award for 310 Highway 15 North with funding from the 2012 Community Development Block Grant.

BOARD APPROVED HOMELAND SECURITY GRANT PURCHASE – FLOOD LIGHTING

Granville County, as regional host for Domestic Preparedness Region 4 (DPR4), was awarded a no-match 2014 Homeland Security Grant for the purchase of personnel and logistical transportation support systems. Generators and enclosed trailers were approved at the last Board meeting as part of this grant. Chairman Cozart stated that staff obtained three (3) quotes for flood lighting equipment and recommends purchasing four (4) Lighthouse Series Inflatable 1,000 watt area flood lights from ProPac for a price of \$2,498.00 each.

Vendor	Price (each)
ProPac	\$2,498.00
DQE Ready (Internet)	\$4,999.00
National Safety, Inc. (Internet)	\$5,535.75

When asked, Doug Logan, Emergency Management Coordinator, explained that these flood lights are part of a package that will be purchased with the Homeland Security Grant and will also include an enclosed trailer, generator and utility terrain vehicle.

Upon a motion by Commissioner Ed Mims, seconded by Commissioner David T. Smith, and unanimously carried, the Board approved the purchase of four (4) Lighthouse Series

Inflatable 1,000 watt area flood lights from ProPac for a price of \$2,498.00 each, bringing the total purchase to \$9,992.00 from the no-match 2014 Homeland Security Grant.

BOARD APPROVED HOMELAND SECURITY GRANT PURCHASE – UTILITY TERRAIN VEHICLES

Granville County, as regional host for Domestic Preparedness Region 4 (DPR4), was awarded a no-match 2014 Homeland Security Grant for the purchase of personnel and logistical transportation support systems. Utility Terrain Vehicles (UTVs) are one component of the transportation support system. Upon completion of the purchases for the systems, Granville County will retain at least one unit and other units will be transferred to other counties in the region. Each county receiving the equipment must agree to deploy it upon request to other areas within the region and state. The following two bids were received for utility terrain vehicles:

Vendor	Price for 3
Brewer Cycles, Henderson, NC	\$74,685.96
Team Powersports, Raleigh, NC	\$75,900.90

Upon a motion by Commissioner Edgar Smoak, seconded by Commissioner Timothy Karan, and unanimously carried, the Board approved the purchase of three (3) Polaris Ranger Crew-900EPS model #R15RUZ87AAS Utility Terrain Vehicles from Brewer Cycles of Henderson, NC, for a total price of \$74,685.96 from the no-match 2014 Homeland Security Grant.

BOARD APPOINTED LAURA SANTOS (GRANVILLE COUNTY SCHOOLS REPRESENTATIVE) TO THE GRANVILLE COUNTY HUMAN RELATIONS COMMISSION

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Ed Mims, and unanimously carried, the Board appointed Laura Santos (Granville County Schools Representative) to the Granville County Schools Human Relations Commission.

BOARD REAPPOINTED DENNIS LESTER TO THE CREEDMOOR PLANNING BOARD – EXTRATERRITORIAL MEMBER

Upon a motion by Commissioner Timothy Karan, seconded by Commissioner Ed Mims, and unanimously carried, the Board reappointed Dennis Lester to the Creedmoor Planning Board – Extraterritorial Member.

BOARD APPROVED REAPPOINTMENTS OF LEONARD OVERTON (DISTRICT 2), LUANNE ELLIOTT GILLIGAN (DISTRICT 3), ANNIE NESBITT (DISTRICT 3), ALLAN P. BAKER, JR. (DISTRICT 3), TOM THORNTON (DISTRICT 4) AND ELLIS BAGBY-ALTERNATE (DISTRICT 4) TO THE OXFORD ZONING BOARD OF ADJUSTMENT – EXTRATERRITORIAL MEMBERS

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Timothy Karan, and unanimously carried, the Board reappointed Leonard Overton (District 2) to the Oxford Zoning Board of Adjustment – Extraterritorial Members.

Upon a motion by Commissioner R. David Currin, Jr., seconded by Commissioner Ed Mims, and unanimously carried, the Board reappointed LuAnne Elliott Gilligan (District 3), Annie Nesbitt (District 3) and Allan P. Baker, Jr. (District 3) to the Oxford Zoning Board of Adjustment – Extraterritorial Members.

Upon a motion by Commissioner Toney W. Cozart, seconded by Commissioner David T. Smith, and unanimously carried, the Board reappointed Tom Thornton (District 4) and Ellis Bagby – Alternate to the Oxford Zoning Board of Adjustment -- Extraterritorial Members.

BOARD VIEWED A VIDEO PRESENTATION FROM NCACC

County Manager Felts stated that he would like to show a video that he received today. The Board then watched a video presentation from the North Carolina Association of County Commissioners (NCACC) updating commissioners on Association activities.

BOARD APPROVED DISPOSITION OF SURPLUS VEHICLES

County Manager Felts stated that North Carolina General Statutes require the Board of Commissioners to formally declare these items surplus prior to the sale. Per Granville County’s surplus procedures, all vehicles must be approved for sale or transfer by the Granville County Board of Commissioners prior to their sale or transfer.

Upon a motion by Commissioner Edgar Smoak, seconded by Commissioner Ed Mims, and unanimously carried, the Board approved the declaring the following vehicles as “surplus” and directed the County Manager or his designee to dispose of the vehicles as recommended:

Description	Last four (4) of Vin #	Recommended Action
2009 Dodge Charger	6535	Sell at auction
2011 Dodge Charger (Totaled due to electronic fire)	0097	Turn over to Insurance Provider

BOARD APPROVED SUMMER INTERN FROM THE SCHOOL OF GOVERNMENT MPA PROGRAM

County Manager Felts stated that the SOG MPA Program Internship consists of 10 weeks of full-time professional work in a public agency or nonprofit organization. The management internship occurs during the summer following the MPA student’s first academic year and includes an appropriate salary (\$19-\$25 per hour). Granville County provided an

initial letter of interest and the Granville County Human Resource Director participated in interviews of the potential applicants during the February Job Fair month.

Upon a motion by Commissioner Ed Mims, seconded by Commissioner Edgar Smoak, and unanimously carried, the Board approved the hiring of a summer intern from the UNC School of Government MPA Program for a minimum of 10 weeks of full-time work with the funds to come from the County Manager's budget for an estimated range of \$8,800 to \$11,475.

BOARD APPROVED ASSIGNING ITS INTEREST TO GRANVILLE HEALTH SYSTEM IN THE COUNTY LEASE WITH CREEDMOOR LIONS CLUB FOR THE CREEDMOOR EMS STATION

County Attorney Wrenn stated that in 2010 the operations of EMS were transferred to Granville Health System (GHS) and at that time GHS agreed to assume the obligations under the lease of the Creedmoor Lions Club for the Creedmoor EMS station. The lease came up for renewal recently and the amendment extends the lease in GHS's name so that they will assume all liabilities under the lease and release Granville County from responsibility. The matter has been approved by the GHS Board of Trustees and he noted that he understood that the Creedmoor Lions Club is in agreement as well.

Upon a motion by Commissioner Ed Mims, seconded by Commissioner Edgar Smoak, and unanimously carried, the Board approved assigning Granville County's interest to Granville Health System in the lease for the Creedmoor EMS station with the Creedmoor Lions Club.

BOARD APPROVED ACTION REGARDING GRANVILLE HEALTH SYSTEM - MORRIS BUILDING LEASE

County Attorney Wrenn stated that the resolution creating the Granville Health System (GHS) Board of Trustees states that "no real property shall be obtained without the approval in principal in writing by the Granville County Board of Commissioners." This is an extension of a lease for the Morris Building at 103 Professional Park Drive that is a physician's office building on a lot owned by Morris III, LLC. The property has been rented since 2001 and this is an extension of the lease for an additional 10 year term that will take the lease term out to 2026. He noted that none of the lease terms are changing other than the extension and that Granville County is not signing the lease, but rather agreeing "in principal" to the extension and it creates no obligation for the County.

Upon a motion by Commissioner Edgar Smoak, seconded by Commissioner David T. Smith, and unanimously carried, the Board approved in principal the lease extension for 103

Professional Park with Morris III, LLC and approved sending a confirming letter to Dr. Lee Isley, CEO of Granville Health System. The approval creates no obligation for the County.

BOARD APPROVED POLICY FOR THE IMPROVEMENT AND ASSESSMENT OF PUBLIC SUBDIVISION STREETS

County Attorney Wrenn stated that the next matter was a draft Policy for the Improvement and Assessment of Public Subdivision Streets. He noted that the matter was addressed in public comments and Commissioner Currin, Commissioner Karan, Commissioner Mims, County Manager Felts and he met with Barry Baker, Planning Director and Scott Phillips, Director of Development Services and discussed mechanisms to address some of the issues with failing streets in subdivisions in Granville County. The policy was included for review and a spreadsheet was also included in the agenda showing the approved and pending subdivision roads within the County.

Commissioners asked questions for clarification regarding the process, expressed budgetary concerns and some mentioned that they wanted citizens protected. County Attorney Wrenn explained the process. The funding would come from a budget amendment or an annual budget allocation and assessments could be made to recapture the difference between the actual costs of improvements minus the road bond money. Barry Baker, Planning Director, stated that the Planning Board would be discussing items in March related to this matter.

Commissioner Timothy Karan stated that he was prepared to make a motion since he had been involved in the process for quite some time. Commissioner Timothy Karan made a motion to approve the Resolution to Establish the Policy for the Improvement and Assessment of Public of Public Subdivision Streets and the Policy Related to Payments Received by Granville County from a Letter of Credit or Other Sufficient Surety Pursuant to Granville County Land Development Code Section 32-1063. Commissioner Edgar Smoak seconded the motion.

When Chairman Cozart called for questions on the motion, Commissioner Mims asked as part of the policy how do we rack and stack or when will that decision be made and when will the budgetary decision be made. He also asked if the process could begin immediately. He noted that he supported the policy but that he wanted to be sure the policy is comprehensive.

County Attorney Wrenn stated that the policy states that it is subject to the availability of the funds and could be done several different ways such as by a budget amendment this year, by considering on a case by case basis, or by building a certain amount in the budget for

the upcoming fiscal year. He explained that the policy gives citizens a road map of what they can do and does not obligate the Board. He also referred to the draft resolution policy that was included in the agenda packet and explained sections I, II, III and IV to explain further questions. When asked he noted that the bonds that have been collected have been placed in the general fund and allocated for the corresponding subdivision.

Discussion ensued.

When Chairman Cozart called for the vote to approve the Resolution to Establish a Policy for the Improvement and Assessment of Public Subdivision Streets and the Policy Related to Payments Received by Granville County from a Letter of Credit or Other Sufficient Surety Pursuant to Granville County Land Development Code Section 32-1063 it was as follows:

Ayes: Commissioners, Jay, Karan, Smith and Smoak
Nays: Commissioners Cozart, Currin and Mims

The following resolution and policy were approved by a vote of 4-3:

**GRANVILLE COUNTY BOARD OF COMMISSIONERS
OXFORD, NORTH CAROLINA**

RESOLUTION TO ESTABLISH

A Policy for the Improvement and Assessment of Public Subdivision Streets

WHEREAS, street maintenance and deterioration is a concern that affects the citizens of Granville County neighborhoods and subdivisions; and,

WHEREAS, pursuant to N.C. Gen. Stat. §153A-205, counties are authorized to assist citizens in addressing the issue of deteriorated subdivision and residential streets; and

WHEREAS, the Board of Commissioners wishes to take an active role in efforts to make street repair assistance available to citizens when other alternatives are not feasible; and

WHEREAS, the following is a statement of policy by the Granville County Board of Commissioners for use in consideration of improving subdivision and residential streets located outside municipal limits:

- I. **When funds are available**, Granville County may consider financing and assessing residents per North Carolina General Statutes for the local share of the cost of improvements made under the supervision of the Department of Transportation to subdivision and residential streets located outside municipal limits when the following conditions are met:
 - A. Subdivision streets under consideration were designed and originally constructed according to the NCDOT Minimum Construction Standards for Subdivision Roads.
 - B. Streets shall be publicly dedicated streets as shown on a subdivision plat recorded in the Office of the Granville County Register of Deeds. This policy shall not be applicable and financing shall not be made available to improve the condition of private subdivision streets.
 - C. It has been determined by both Granville County Planning and Legal Staff that the original subdivider/developer is unable to honor his original commitment to maintain the subdivision streets under consideration, or it is determined by the Board of County Commissioners that pursuing the original subdivider to honor his original commitment would likely be a futile exercise, further delaying the maintenance and adoption of the subdivision streets in question.

- II. When funds are available, the Board of County Commissioners will consider, at its sole discretion and on a case-by-case basis, financing and assessing residents for the local costs of improvements to subdivision streets located outside municipal limits, pursuant to NCGS §153A-205. The petition must meet all of the requirements of NCGS §153A-205 specifically including, but not limited to, the following: (1) the County must receive a petition for the improvements signed by at least seventy-five percent (75%) of the owners of property to be assessed, who must represent 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 and (2) the petition shall state that portion of the cost of the improvement to be assessed in a dollar amount.
- III. If the above conditions are met, further consideration may be given to the following criteria by the Granville County Board of Commissioners before a funding decision is made:
- A. Cost of proposed street improvements,
 - B. Other pending requests or petitions,
 - C. Impact of the street improvement on the local road network,
 - D. NCDOT input:
 - 1. Capability to assist with project management.
 - 2. Agreement to maintain and accept the streets onto the state system after project completion.
 - E. Implications of Board inaction regarding:
 - 1. Traffic safety.
 - 2. Declining property values due to lack of neighborhood street maintenance.
 - F. Any other factors deemed relevant by the Granville County Board of Commissioners.
- IV. If Granville County provides funding for financing subdivision street improvements, it shall assess all affected property owners to recover the costs of the improvements. The Board may include associated costs, fees, and interest as allowed by applicable law. The assessment will be based on an equal share of the cost, per lot, unless the petitioners provide compelling reasons of why another allowable assessment method should be utilized or another method is required by law. In all cases, any assessment for any street repair financed by the County shall be in accordance with Article 9, Chapter 153A of the North Carolina General Statutes.

NOW, THEREFORE, BE IT RESOLVED, Granville County may provide funding, subject to appropriation by the then currently sitting Board of Commissioners, for the purpose of financing subdivision street improvements in accordance with Article 9, Chapter 153A of the North Carolina General Statutes.

Policy Related to Payments Received By Granville County from a Letter of Credit or Other Sufficient Surety Pursuant to Granville County Land Development Code Section §32-1063

1. Whenever Granville County (the "County") is in receipt of funds from a claim on a letter of credit or other sufficient surety under Granville County Land Development Code §32-1063 for failure of a developer to have streets accepted for maintenance by the North Carolina Department of Transportation ("NCDOT"), the County shall deposit the proceeds of such letter of credit or other sufficient surety into the General Fund.
2. For a period of four years (or any greater period of time approved by the County Board of Commissioners (the "Board")) after the deposit of said funds into the General Fund, the County will consider paying said funds, less any expenses incurred by the County in connection therewith, for the benefit of the improvement of the streets on the following conditions:
 - a. In the event an assessment is approved by the Board for improvements to the subject streets, the Board may authorize the use of any such funds to offset the cost of improvements funded by the assessment. In such event, paragraphs 3-5 shall not apply.
 - b. In the event that the County receives a request (a "Request") for payment of said funds from a Responsible Person (as defined below):
 - i. The Request must be made in writing to the County Manager and approved by the Board of Commissioners.
 - ii. The Request must come from a legal person with the right or obligation to maintain, repair, and/or replace all of the streets (the "Responsible Person") that were originally covered by said letter of credit or other sufficient surety.

- iii. The Responsible Person must submit a written certification for review and evaluation by the County Attorney from an attorney licensed to practice in the State of North Carolina (1) certifying to the County that the Responsible Person is entitled to act on behalf of the Homeowner's Association, Developer or other legal person with the right to maintain, repair, and/or replace all of the streets that were originally covered by said letter of credit or other sufficient surety and (2) detailing and providing copies of the supporting information reviewed by said attorney in reaching such conclusion.
- iv. The Request must contain a copy of a NCDOT punch list that is current as determined by the NCDOT showing the improvements necessary for NCDOT to accept the streets for maintenance by the NCDOT (the "Punch List") and a copy of a contract between the Responsible Person and a contractor having the necessary licenses and credentials to complete the work contemplated by the Punch List and contract.
3. Prior to the matter coming before the Board of Commissioners, the County Attorney shall review the Request and determine if the person making the Request is the Responsible Person. The County Attorney may request such additional information as he or she deems appropriate to determine the status of the person making the Request as a Responsible Person. In addition, the County Attorney shall review the remainder of the Request and advise the County Manager and/or the Board of Commissioners, as appropriate, of any issues or concerns.
4. The County Manager shall place the item on the agenda of the Board of Commissioners at such time as the County Manager determines that the Request is complete and no further information is needed for the Board of Commissioners to make a decision.
5. The Board of Commissioners shall take action on the Request if it so chooses. Any decision to pay the funds in support of the Request shall be effectuated by payment of the funds, less any expenses incurred by the County in connection with the funds or the Request (including, without limitation, legal fees), by check made payable to the Responsible Person and the contractor selected by the Responsible Person to complete the work necessary to complete the Punch List. Before payment hereunder will be made, an engineer licensed to practice in the State of North Carolina must certify in writing and under seal that the Punch List has been completed according to NCDOT standards.

BOARD PRESENTATIONS

Commissioner Karan said that he recently attended the National Association of Counties (NACo) Legislative Conference in Washington, DC and met with Congressman Mark Walker and Congressman George Holding. He talked with them about the economic outlook in Granville County. He referred to the NACo website and mentioned a mapping county data center that is a useful tool in providing demographic information. He reviewed the website and how to retrieve information. He pointed out that the federal government is the number two employer in Granville County and state government is the number 3 employer, noting that this is great for employment but the land those facilities occupy is not taxable. He noted that he spoke with both Congressmen Walker and Holding about issues regarding the Falls Lake Rules and Farm Bill monies regarding rural and economic development around the broadband initiative.

Commissioner Mims thanked Doug Logan, Emergency Management Coordinator, for information to assist residents during the recent inclement weather and power outages. He

asked Mr. Logan to consider a drill/exercise in the southern end of Granville County in the future since the last one was held at Northern Granville Middle School. He asked for improvement in the advertisement of shelters as residents and city officials did not know. He mentioned House Bill 51 concerning the elimination of ETJs (extraterritorial jurisdiction) and that it should be on the radar. He asked the County Manager to check on the bill and come up with a position that the County should take and talk with the County's North Carolina House District 2 Representative as this is an important issue. He also mentioned a County-wide procurement system and asked that a committee of Commissioners be formed to work with the County Manager to determine the benefits of transitioning to a County-wide procurement system staffed with a certified procurement official. He talked about advantages of such a system, volunteered to serve on the committee, and noted that we owe it to the residents of the County to provide the most cost efficient and highest quality procurement system.

Chairman Cozart reported that the closest North Carolina Association of County Commissioners (NCACC) Strategic Planning Session is March 10th and that he has a conflict with it. He asked if anyone might be interested. He mentioned dirt roads not being scraped during the recent bad weather and that it is due to the cuts in State funding. In regards to comments made by Rev. Dennis Daniel regarding the Human Relations Commission, Chairman Cozart mentioned that the quickest way to take care of our children is to look at some of our existing County programs already in place. He noted that the Active Shooter Exercise will be held on Saturday, March 7th at Granville Central High School.

ANY OTHER MATTERS

Commissioner Karan requested a closed session for an attorney-client matter.

BOARD WENT INTO CLOSED SESSION

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

Upon a motion by Commissioner Edgar Smoak, seconded by Commissioner Ed Mims, and unanimously carried, the Board returned to regular session.

BOARD ADJOURNED

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

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