

OXFORD, NORTH CAROLINA
May 2, 2016

The Members of the Honorable Board of Commissioners of Granville County, North Carolina met in a regular meeting on Monday, May 2, 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: 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 Timothy Karan 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	\$ 4,261,980

- (B) Approved Minutes of the April 18, 2016 meeting as recorded.

- (C) Approved the Proclamation Recognizing May 5, 2016 as National Day of Prayer as follows:

PROCLAMATION FOR THE 65TH ANNUAL NATIONAL DAY OF PRAYER
May 5, 2016

WHEREAS, The National Day of Prayer tradition predates the founding of the United States of America, evidenced by the Continental Congress' proclamation in 1775 setting aside a day of prayer.

WHEREAS, in 1952, Congress established an annual day of prayer and, in 1988, that law was amended, designating the National Day of Prayer as the first Thursday in May.

WHEREAS, leaders of our Nation have relied upon the power of prayer throughout American history; and

WHEREAS, May 5, 2016 marks the 65th consecutive observance of the National Day of Prayer; and

WHEREAS, the theme for this year's National Day of Prayer is "**Wake Up America**", emphasizing the need for individuals, corporately and individually, to return to the God of Fathers in reverence for His Holy Name; and the theme verse is *Isaiah 58:1: Cry aloud, spare not, lift up thy voice like a trumpet.*

NOW THEREFORE, The Granville County Board of Commissioners, do hereby proclaim Thursday, May 5, 2016, as a "**DAY OF PRAYER**" in Granville County and urge our citizens to join together in their homes, places of work and places of worship, to pray for the unity of the hearts of all mankind, and to continue in prayer for our State and our Nation.

Adopted, this the 2nd day of May, 2016.

BOARD RECOGNIZED GOLD WINGS ROAD RIDERS ASSOCIATION – GOVERNOR'S AWARD FOR OUTSTANDING VOLUNTEER SERVICE

Chairman Jay recognized Deborah Ferrell, Director of Volunteer Services at Central Regional Hospital. Ms. Ferrell, Andrea Bullock and Lisa Slaughter from Murdoch Development Center Volunteer Services, presented the 2016 Governor's Award for Outstanding Volunteer Service to the Gold Wings Road Riders Association. Chairman Jay then presented the group a plaque that read as follows:

Resolution of Recognition and Appreciation

WHEREAS, the Gold Wings Road Riders Association has volunteered for eighteen years for the Murdoch Developmental Center – Volunteer Services; and

WHEREAS, the Gold Wings Road Riders Association annually sponsors forty people who live at Murdoch Developmental Center. Each year the Association hosts a Christmas parade and party for our individuals with a meal, gifts and a special visitors' arrival from the North Pole. In addition to sponsoring forty people, they also generously provide many other miscellaneous gifts. Each guest has an opportunity to speak and have a picture made with Santa; and

WHEREAS, the Gold Wings Road Riders Association works tirelessly to fundraise, solicit and enlist members to volunteer in sponsoring our individuals during the Christmas Season; and

WHEREAS, the Gold Wings Road Riders Association fundraises throughout the year to support our Operation Santa Claus Program and support the special needs of the people who live at Murdoch Developmental Center. With the coordinated efforts of the Chapters, the members and their families, have been giving their support through monetary donations, specific gifts for individuals, and time to assist our Center's projects for eighteen years; and

WHEREAS, the Gold Wings Road Riders Association – Central Region Chapter excels in getting the Christmas gifts to our Operation Santa Claus Program. The Association makes sure they have the gifts ready for us by the first Saturday in December; and

WHEREAS, with approximately 460 people with special needs living at Murdoch Developmental Center, having community support is crucial to ensuring the individuals get four or more age appropriate gifts on Christmas morning that are chosen specifically for them; and

WHEREAS, the Gold Wings Road Riders Association is a recipient of the 2016 Governor's Award for Outstanding Volunteer Service;

NOW, THEREFORE, BE IT RESOLVED, that the Granville County Board of Commissioners expresses its sincere appreciation to the Gold Wings Road Riders Association for their service to the Murdoch Developmental Center – Volunteer Services and congratulates them as a recipient of the 2016 Governor's Award for Outstanding Volunteer Service.

Presented, this the 2nd day of May 2016.

FISCAL YEAR 2016-2017 BUDGET PRESENTED TO THE BOARD

County Manager Felts stated that in accordance with NCGS §159-10-13, the County Manager's submitted budget must be presented to the Board no later than June 1st and the Manager must also file a copy with the Clerk to the Board to make it "available to all the news media in the County." The Manager must submit a budget message to introduce and summarize the budget.

County Manager Felts then read the following Manager's budget message to the Board:

Chairman, Members of the Board – Thank you for the opportunity to present this FY 16-17 Manager's Recommended Budget.

This binder contains the County's recommended annual budget as required by North Carolina General Statute 159 and the *Local Government Budget and Fiscal Control Act*. Two general units comprise the document. The first unit is the continuation budget for all funds necessary to carry out the services authorized by the Granville County Board of Commissioners. This portion contains both the financial information and the narrative descriptions of each program in all funds for which the Board is responsible. In addition to the financial information, the continuation budget section also contains statistical information about the County and financial planning models. The second unit contains detailed information on 44 service expansions proposed by departments and outside agencies. These are "new and different" programs or activities that expand or decrease the current level of service to the Granville County citizens and taxpayers. The budget is balanced and prepared in accordance with the policies and procedures outlined in the *Local Government Budget and Fiscal Control Act*.

The Process

While budgeting is an ongoing process, the budget preparation season officially begins with the Board's annual planning retreat. Section II of the budget contains the budget calendar and details the various steps in the Budget Preparation Process.

In spite of increasing costs of operations, the proposed FY 16-17 budget maintains all County programs and services at the current tax rate of \$0.83 per \$100 of valuation. This level tax rate is accomplished by decreasing expenditures where appropriate and using fund balance to close the revenue/expenditure gap.

The service expansion budget consists of expenditures that generally "change" something about the operation. Examples include new positions, new equipment (not just replacement), new programs, acceptance of various grants, and initiatives to address employee compensation and cost of living adjustments. Funding all service expansions will require more than \$6 million dollars in additional General Fund revenue. The Board may wish to consider other sources of revenue to fund these additional services. Some of the initiatives may appropriately be considered for partial funding, future funding, or be incorporated into an overall plan, such as the Capital Improvement Program or Recreation Master Plan.

State and National Economic Outlook

Over the past several years, the Granville County Board of Commissioners has made additional investments in the areas of Public Safety, Health and Human Services, and Community Services to meet the needs of the community. The Board of Commissioners has also worked closely with the Granville County Board of Elections to address the ever increasing regulations associated with the election process and with the Board of Education to address the needs of our public education system. Even with these tremendous efforts through difficult economic cycles, there continues to be increasing needs in almost every functional area of local government. Areas such as Education and Health and Human Services are directly affected by the State and National economy.

Overview of the Budget

The recommended budget reflects both the strength of the County from a financial perspective and the significant challenges that the Board faces.

- ⇒ Much of the work in preparing the recommended budget focused on critically evaluating all revenues and expenditures in an effort to adjust to the current and predicted economic conditions.
- ⇒ The recommended budget continues funding for the maintenance of County facilities as well as all current County provided programs and services.
- ⇒ The estimated tax base of \$4,383,956,701 for fiscal year 2016-2017 is projected to provide revenues of \$35,964,753 at the recommended tax rate of \$0.83 for each \$100 of assessed valuation assuming a 98.84% collection rate. The tax collection rate compared to last year raised slightly by 0.72%. This was due to the Tax Department staff's continued efforts to collect tax revenues timely and the full implementation of the Tax & Tag program for motor vehicles.
- ⇒ The recommended budget appropriates \$386,957 from fund balance in order to maintain current levels of County provided programs and services without an increase in the tax rate.

A Summary of Revenues and Expenditures is in Section 5. The General Fund Expenditure Budget totals \$56,597,575.

- ⇒ Sales and Other Related Taxes are expected to increase by \$869,179 over the FY 15-16 amended budget. Sales tax revenues continue to improve and forecasts report continued growth over the next few years.
- ⇒ Licenses, Fees, and Other Revenues are expected to increase 12% when compared with the FY 15-16 approved budget.
- ⇒ Restricted and Intergovernmental Revenue is expected to increase \$193,231 from the FY 15-16 amended budget due mostly stronger estimates of grant revenues from the Federal and State governments. This category changes the most throughout the year based on the available of grants during the year.
- ⇒ Investment earnings are expected to remain flat when compared to the prior year's approved budget due to the continued impacts of low investment/interest rates.
- ⇒ The recommended budget appropriates \$386,957 in fund balance. Fund balance is estimated to be 38.98% of expenditures as of June 30, 2016. Based on the FY 16-17 recommended budget, the fund balance is projected to be 44.80% of expenditures as of June 30, 2017 which is above the County's targeted range of 30% - 35%.

Summary

This fiscal year 2016-2017 Recommended Budget continues current operations and maintains the Ad Valorem tax rate at the prior year's level. The local and state economies in FY 16-17 and the actions of the State and Federal government will be important factors in the performance of this budget. The North Carolina General Assembly continue to delve into local government issues that historically have been left to local elected officials to decide.

Granville County continues to face many funding issues, such as Education, Public Safety, and Public Health in the coming year. The Granville County Board of Commissioners has prepared for tough times by managing its resources well and has acted responsibly in its efforts to maintain services to its citizenry.

Department managers did an outstanding job of analyzing and compiling budgets that met the expectations of the Board of Commissioners. They deserve many thanks and tremendous admiration. The people working for Granville County take pride in providing efficient and effective services that make life better for others. They continue to prove their dedication to the citizens of Granville County each and every day. They are truly special people who care about their community.

Putting together a budget is a tremendous effort. The Finance Department, under the leadership of Steve McNally, did an outstanding job in creating an informative and functional document that serves as a management tool and an outline from which to debate policy. Also a very special thanks to Debra Weary and Patrice Wilkerson for their support and for making sure that the business of the County continued while many County employees completed the efforts to compile this recommended budget.

Again, thank you for allowing me the opportunity to present the FY 16-17 Recommended Budget.

BOARD SETS BUDGET PUBLIC HEARING DATE AND BUDGET WORKSHOP

County Manager Felts requested that the Board of Commissioners schedule a Budget Workshop and recommended Monday, May 9th beginning at 3:30 p.m. and also set a date for the required Public Hearing – tentatively scheduled for Monday, May 16th.

Upon a motion by Commissioner Tony W. Cozart, seconded by Commissioner David T. Smith, and unanimously carried, the Board scheduled the public hearing on the proposed budget for FY 2016-2017 for Monday, May 16, 2016 at 7:00 p.m. or shortly thereafter in the Auditorium, Granville Expo and Convention Center, 4185 US Highway 15 South in Oxford, North Carolina and set the Budget Workshop for Monday, May 9th at 3:30 p.m. in the Meeting Room at the Granville Expo and Convention Center.

DURING PUBLIC COMMENTS, ONE SPOKE ABOUT GRANVILLE COUNTY CRIMESTOPPERS

Reverend Frank Sossamon, 815 US 158 Bypass, Henderson, NC, stated that he is the President of the Granville County Crime Stoppers. He said that Crime Stoppers has bold plans for the future that they believe will positively affect Granville County. He said that Crime Stoppers operates with the cooperation of three entities – the media, law enforcement and local citizens. He reported they have 24 board members that serve local citizens and which includes ex-officio and advisory board members. He said they have a Crime Stoppers sign project to get their message out. Crime Stoppers has a phone number that people can call anonymously to report crimes and receive a reward for information. He said a benefit from the sign project is that it supports law enforcement and that those who place signs show their support of law enforcement and crime prevention. He presented Chairman Jay and Board members with signs and said they are for sale for \$5.00. He noted that the signs will help to get the message out about Crime Stoppers. He also explained the make-up of the Crime Stoppers Board that includes five from Granville County; three each from Oxford, Butner, and Creedmoor; one each from Stem and Stovall; and the remaining are at-large members. He said Crime Stoppers members currently are recommended by agencies and hopefully they will have members added by other entities such as the Chamber of Commerce so they will have good representation from all over the County. He noted that the Crime Stoppers Advisory Council members have a voice, but no vote and can be recommended by anyone. He said that County Commissioners or law enforcement can also be Ex-Officio members. He said the 24 board members have a voice and a vote.

Chairman Jay thanked him for speaking about the program, the work of Crime Stoppers and noted that he would like to get a representative from the northwest part of Granville County on the Crime Stoppers Board.

BOARD APPROVED VEHICLE PURCHASE FOR ANIMAL CONTROL

County Manager Felts stated that the Animal Management Department was requesting approval to purchase one 2016 Ford F-150 truck, in accordance with State Term Contract 070A for a purchase amount of \$20,673 from Capital Ford of Raleigh for Animal Control. Although the funding for the vehicle is included in the FY 2015-2016 budget, the request was being brought back to the Board for final approval per policy because the expenditure is in excess of \$5,000. This truck will replace the current 2007 Chevrolet 1500 pickup truck, which will be transferred to General Services.

Upon a motion by Commissioner R. David Currin, Jr., seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved the purchase of a 2016 Ford F-150 truck from Capital Ford of Raleigh for Animal Control under State Term Contract 070A, for an amount not to exceed \$20,673 from the FY 2015-2016 Animal Management budget. The 2007 Chevrolet truck will be transferred to General Services.

BOARD APPROVED CHASSIS MOUNT KENNEL UNIT FOR ANIMAL CONTROL TRUCK

County Manager Felts stated that the purchase of a chassis mount kennel unit for the Granville County Animal Control division will continue to bring the Animal Control Trucks into compliance with North Carolina State General Statute 19A. He noted that staff obtained three (3) quotes for the purchase.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Timothy Karan, and unanimously carried, the Board approved purchasing a chassis mount kennel unit for the Animal Control that contains safety doors, built-in loading ramp, roof rack, interior lights, fresh air delivery unit, floodlights, AC/heat and installation from Jackson Creek Manufacturing, NC for a cost not to exceed \$14,815.63 from the FY 2015-2016 Animal Management budget.

BOARD APPROVED VEHICLE PURCHASE FOR SOCIAL SERVICES

County Manager Felts stated that the Social Services Director was requesting approval to purchase one 2017 Ford Fusion car in accordance with State Term Contract 070A for the purchase amount of \$17,485 from Capital Ford of Raleigh for his department. Capital Ford

has offered the 2017 model at the 2016 price. This purchase will replace the 2011 Ford Fusion that will be transferred to the County Fleet. Although the funding for the vehicle was approved in the FY 2015-2016 budget, the request is being brought back to the Board for final approval per policy because the expenditure is in excess of \$5,000.

Upon a motion by Commissioner R. David Currin, Jr., seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved the purchase of a 2017 Ford Fusion from Capitol Ford of Raleigh for the Social Services Department under State Term Contract 070A for an amount not to exceed \$17,485 from the FY 2015-2016 Social Services budget. The 2011 Ford Fusion that it replaces will be transferred to the County fleet.

BOARD APPROVED VEHICLE PURCHASE FOR ECONOMIC DEVELOPMENT

County Manager Felts stated that the Economic Development Director was requesting the purchase of a 2016 Honda Pilot LX. The department's existing Chevrolet Impala does not provide sufficient passenger seating for the department's visitors when touring Granville County. Three (3) quotes were obtained from local providers. The existing Chevrolet Impala will be transferred to the County Fleet and will be available for the Internal Auditor and other County use.

Upon a motion by Commissioner Ed Mims, seconded by Commissioner R. David Currin, Jr., and unanimously carried, the Board approved the purchase of a 2016 Honda Pilot from Boyd Honda for the Economic Development Department for an amount not to exceed \$30,118.97, with \$30,000 from the FY 2015-2016 Economic Development budget and the remaining from the County Fleet budget. This vehicle will replace the Chevrolet Impala which will be turned over to the County Fleet.

SOUTH GRANVILLE MEMORIAL GARDENS

The appointment to the South Granville Memorial Gardens was held. Commissioner Currin mentioned that there are a lot of items at the cemetery that would make maintaining the grounds difficult. He asked that the by-laws be checked regarding the matter.

Steve McNally, Finance Director, attends the South Granville Memorial Gardens meetings and noted that this has been discussed. He reported that a sign has been posted regarding allowed items in the cemetery. He said that enforcement of the rules will begin in the fall.

COUNTY MANAGER'S REPORT

County Manager Felts stated that he had economic development and land acquisition matters for closed session.

COUNTY ATTORNEY'S REPORT

County Attorney Wrenn stated that he had an attorney-client matter for closed session.

BOARD PRESENTATIONS

Commissioner Smith reported that the Senior Center had their volunteer recognition appreciation event last Tuesday night. He announced that the Granville County Department of Senior Services will hold an Open House and Dedication of the new Senior Center on Sunday, May 15th from 2:00 p.m. – 4:00 p.m. He noted that remarks will be at 3:00 p.m.

Commissioner Currin requested that there be discussion at the Animal Shelter regarding the drop-off cages as he has many strays show up at his home near the shelter.

Commissioner Mims reminded the Board and those in attendance that May is Mental Health Awareness Month which is particularly important with the issues that Veterans in our community face. He also noted that he received Doug Vaughan's (Veterans Services Officer) monthly activity report and highlighted services he rendered. He noted that he was glad to see that Mr. Vaughan had made three presentations in the community to make people aware of opportunities, benefits and assistance that can be provided.

Commissioner Karan invited everyone to the Creedmoor Walk to School as part of the National Walk to School Day on Wednesday, May 4th. He announced that the event will take place at 7:00 a.m. at the Creedmoor Gym at the Battle Roberts Ballfield.

Chairman Jay invited everyone to the 9/11 Survivor Joe Dittmar presentation on Saturday, May 14th at 2:00 p.m. at the Granville County South Branch Library.

BOARD WENT INTO CLOSED SESSION

Upon a motion by Commissioner R. David Currin, Jr., seconded by Commissioner Ed Mims, and unanimously carried, the Board went into closed session as allowed by G.S. 143-318.11(a)(3), (4) and (5) 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; to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the

public body in negotiations; and to establish, or 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.

Upon a motion by Commissioner R. David Currin, Jr., seconded by Commissioner Ed Mims, and unanimously carried, the Board returned to regular session.

BOARD ADJOURNED

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

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