

AFTER HOLDING PUBLIC HEARING, BOARD APPROVED PURCHASE OF PROPERTY ON INDUSTRY DRIVE – FORMER CRISTEX PROPERTY

Chairman Smoak stated that this was a hearing for the purpose of receiving comments from the public on the acquisition of property. He then recognized County Attorney Wrenn for a brief overview.

County Attorney Wrenn stated that the purpose of the public hearing was to receive comments on the acquisition by Granville County of all right, title and interest in and to that certain tract of land containing approximately 11.28 acres identified as Tax Map No. 191211567918 and that certain tract of land containing approximately 11.13 acres identified as Tax Map No. 191211577430, said tracts being more particularly described in deed recorded at Book 1168, Page 869, Granville County Registry (collectively the “Property”). He noted that the property is the former Cristex property on Industry Drive in Oxford.

He then gave the following background information regarding this matter. During their regular meeting held on October 15, 2018, the Granville County Board of Commissioners instructed staff to advertise for a public hearing to be held at 7:00 o’clock, p.m., or as soon thereafter as the matter may be heard, on Monday, November 19, 2018 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. He said that the purpose of the public hearing was to receive comments on the acquisition by Granville County of all right, title and interest in and to that certain tract of land containing approximately 11.28 acres identified as Tax Map No. 191211567918 and that certain tract of land containing approximately 11.13 acres identified as Tax Map No. 191211577430, said tracts being more particularly described in deed recorded at Book 1168, Page 869, Granville County Registry (collectively the “Property”). The County, pursuant to North Carolina General Statute §158-7.1 and subject to public comment at the public hearing, plans to acquire the Property for

industrial and/or commercial use. He stated that the purchase price of the Property was \$61,705.93 plus ordinary and customary closing expenses. He noted that all required advertising has been accomplished and a copy of the notice was included in the agenda packet for reference. The source of funding for the acquisition will be an appropriation from Granville County's fund balance. He said that Granville County was the high bidder at the tax foreclosure sale and would be held for commercial, industrial or economic development.

At this point, Chairman Smoak declared the public hearing open and asked those wishing to speak to come to the podium and give their name and address for the record.

With no one wishing to speak and no other questions, Commissioner Smoak closed the public hearing.

Upon a motion by Commissioner Zelodis Jay, seconded by Commissioner Sue Hinman, and unanimously carried, the Board approved the acquisition by Granville County of all right, title and interest in and to that certain tract of land containing approximately 11.28 acres identified as Tax Map No. 191211567918 and that certain tract of land containing approximately 11.13 acres identified as Tax Map No. 191211577430, said tracts being more particularly described in deed recorded at Book 1168, Page 869, Granville County Registry (collectively the "Property") at the cost of \$61,705.93 plus ordinary and customary closing expenses from fund balance. (Note: the property is known as the former Cristex property on Industry Drive in Oxford, North Carolina)

BOARD APPROVED CONTRACT WITH DMW, INC. FOR LITTER REMOVAL SERVICES

Chairman Smoak stated that the purpose of this agenda item was to award a contract to DMW, Inc. for litter removal services for +-313.6 shoulder miles of roads in Granville County at the \$147.50 per shoulder mile rate. Funds were approved and designated in the fiscal year 2018-19 budget are for roadside litter cleanup in Granville County. Granville County has

contracted with DMW, Inc. for litter removal services for the last couple of years. DMW is a North Carolina DOT (Department of Transportation) approved contractor and currently operates under NC DOT contract number D5POCO25 and Granville County is eligible to “piggyback” on this contract.

When asked, County Manager Felts noted that this is the same rate as the previous litter removal contract.

Upon a motion by Commissioner Tony W. Cozart, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board approved awarding a contract to DMW Inc. for litter removal services for +/-313.6 shoulder miles of the following roads in Granville County at the rate of \$147.50 per shoulder mile with funding from the Solid Waste Operations budget:

Road Name	Shoulder Miles
Oxford Loop	12
Old NC 75	34.2
Cornwall Road	32
Tar River Road	12.6
Belltown Road	14.6
US Highway 15	67.2
NC Hwy 96	69.2
US Highway 158	27.6
NC Hwy 56	17.2
W. Antioch Road	2.8
Brassfield Road	+/-10
Knotts Grove Road	4.4
E. Lyon Station	5.2
W. Lyon Station	4.6
TOTALS	313.60

Commissioner Jay announced that you should let the Environmental Affairs Committee know if you have a road that needs to be cleaned.

**BOARD APPROVED MATERIAL TESTING AND SPECIAL INSPECTIONS
FOR LAW ENFORCEMENT CENTER/ANIMAL SHELTER PROJECT**

Chairman Smoak stated that the purpose of this agenda item was to award an agreement for material testing and special inspections for the Law Enforcement Center/Animal Shelter Project. He then explained that on October 10, 2018, the Granville County Board of Commissioners directed County staff and the County Attorney to begin fee negotiations with Kleinfelder for material testing and special inspection services. Kleinfelder submitted their unit cost proposal, dated November 2, 2018, detailing their understanding of the project and the services required. Kleinfelder's fee, based upon estimated hours for personnel and equipment totals \$198,865.00. He noted that invoicing for services will be based upon the actual staff hours spent on the project to accommodate the contractor's work sequence and schedule; therefore, the final cost for services is subject to change. Funding for this service has been included in the comprehensive project construction budget and the Development Services Director recommended awarding a unit cost agreement to Kleinfelder for material testing and special inspection services for an estimated amount of \$198,865.00.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Owen T. Roberts, and unanimously carried, the Board approved accepting the Homeland Security Grant Program award in the amount of \$413,163 and authorized North Carolina Emergency Management to manage the grant and expend the grant funds in accordance with grant guidelines.

**BUTNER BOARD OF ADJUSTMENT AND PLANNING BOARD –
EXTRATERRITORIAL APPOINTMENTS**

Chairman Smoak said that he submitted a request to Butner Mayor Terry Turner for recommendations for the Butner Board of Adjustment and Butner Planning Board extraterritorial jurisdiction appointments for Granville County.

BOARD MADE APPOINTMENTS TO THE ORANGE STREET COMMUNITY CENTER BOARD OF TRUSTEES

Commissioner Smith stated that Edward Latta had met the term limit for being on the Orange Street Community Center Board of Trustees, but would like to wave the term limit and reappoint him since he serves as the Chairman.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board waived the term limit requirement and reappointed Edward Latta (District 2) to the Orange Street Community Center Board of Trustees.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board reappointed Catherine Comer Jones (District 2) to the Orange Street Community Center Board of Trustees.

Upon a motion by Commissioner Zelodis Jay, seconded by Commissioner Timothy Karan, and unanimously carried, the Board reappointed Larry Downey (District 1) and Ida P. Jones (District 1) to the Orange Street Community Center Board of Trustees.

Upon a motion by Commissioner Tony W. Cozart, seconded by Zelodis Jay, and unanimously carried, the Board reappointed Paula Jones (District 4) and Juanita Rogers (District 4) to the Orange Street Community Center Board of Trustees.

COUNTY MANAGER GAVE RECAP OF GRANVILLE COUNTY PUBLIC SCHOOLS' FUNDING HISTORY

Chairman Manager Felts gave the following recap of Granville County Public Schools' funding history:

Over the past several years, the Granville County Board of Commissioners and Board of Education has worked to develop a positive relationship. This has been accomplished through Commissioner Liaison meetings, Administrative Staff meetings, conversations at Board retreats, and detailed budget workshops. The Board

of Education has provided the County Commissioners updates on the Board of Education's process and anticipated timeline for discussing school facilities and their work to balance the school system's budget over the past several budget years. We can certainly acknowledge that the BOE has challenging and difficult discussions ahead as they deliberate what the needs are for the school system to provide quality education for the County's students.

As I am sure you are aware, an article was published in the Daily Dispatch last week which has led to several community discussions and some confusion about school funding. The article stated the BOE approved asking the Granville County Board of Commissioners for \$955,770 to avoid using [*school system*] fund balance in the current year and ongoing. We anticipate this request coming to the County Board at a future Board meeting. The article goes on to quote one BOE member as saying “ ... *by virtue of the fact that they haven't stepped up and they know that we're having these discussions, to me, that's seems like they're saying Board of Education, the ball is in your court, you need to do something. Otherwise, they should have said something, [there] ... were four or five of them sitting here, at least three of them, I saw sitting here this evening, they had a chance to say something.*”

I feel it is necessary to point out that several of the County Commissioners attended the Retirement Celebration for Rev. Pat Cox on the noted evening and then left to attend their own County Board meeting prior to the school board conducting their business meeting. The County Board of Commissioners has provided support for the School System and I have a summary of the school funding history which I believe is important to review prior to hearing the school system's request for additional local funding. I would also like to make it clear that the amount of the request is not an additional \$955,770; it is the same \$955,770 use of school system fund balance that the Board of Education adopted in their budget resolution on October 1, 2018 which represents only 5.8% of their total local operating fund budget.

He then spoke from the following memorandum entitled “School Funding – Past Several Years” that he referenced during his presentation.

As you are aware, for budgeting purposes, the school system has several categories of expenditures. The County and the School System treat these categories separately for budgeting, accounting, and financial reporting purposes. The two main categories are **Operating** (school calls this current expense) and **Capital Outlay**. The Capital Outlay is divided into sub-categories which are Category 1, 2 & 3. In addition to the funding for operating and capital, the County pays all the **Debt Service** related to school facilities. While the debt service is “funding in support” of the local school system, these dollars do not get transferred to the school system and the school system does not show them in their financial records.

The Local funding for Operating Expenses provides for the general operations of the school system. Local funding covers primarily, some non-certified staff & Director Positions, salary supplements, training, computers, utilities, classroom materials, general administration, and pro-rated charter school funding. Category 1 capital outlays cover facility repairs, maintenance, renovations, & construction. Category 2 capital outlays cover equipment such as Athletic, Band, Technology, Equipment Services, and Furniture and Fixtures. Category 3 capital outlays cover cars, trucks, and white buses.

SCHOOL FUNDING HISTORY:

The following is a summary of the schools funding over the past nine years as requested by Commissioner Jay. (Note: FY 2009-10 shows only “BASE” recurring funding not the full funding)

Table -1

	Funding for Operating (Current Exp)	Funding For Cat. 1 Capital	Funding For Cat. 2&3 Capital	Debt Service On school buildings*	Total School Funding	Average Daily Attendance (final ADM)^
FY 2009-10 Base Funding	\$12,313,287	\$675,486	\$301,707	\$4,453,857	\$17,744,337	8,637
FY 2010-11	\$12,385,287	\$1,693,486	\$301,707	\$4,948,575	\$19,329,055	8,545
FY 2011-12	\$12,385,287	\$540,586	\$301,707	\$6,046,395	\$19,273,975	8,505
FY 2012-13	\$12,385,287	\$1,450,788	\$301,707	\$5,909,425	\$20,047,207	8,479
FY 2013-14	\$12,385,287	\$957,671	\$301,707	\$6,649,089	\$20,293,754	8,100
FY 2014-15	\$12,385,287	\$957,671	\$301,707	\$6,519,933	\$20,164,598	7,988
FY 2015-16	\$12,385,287	\$1,237,966	\$301,707	\$11,675,038	\$25,599,998	7,868
FY 2016-17	\$13,576,889	\$1,639,271	\$351,707	\$6,374,445	\$21,942,312	7,667
FY 2017-18	\$14,004,385	\$15,980,000	\$360,000	\$7,069,718	\$37,414,103	7,565 MLD-9
FY 2018-19	\$15,383,442	\$999,600	\$367,200	\$6,712,022	\$23,462,264	7,368 MLD-1

*FY 2015-16 & FY 2017-18 included debt refinancing that increase debt service however this increase in debt service is offset with debt proceeds.

^ADM numbers are pulled from the Department of Public Instructions website from the Data & Reporting Section. For FY 2017-18 & FY 2018-19 final numbers are not yet prepared so the Monthly Last Day numbers are shown.

On average, funding to the GCPS system & school debt service represent 38.25% of the general expenditures made by Granville County Government each year. This is the single largest general fund expenditure category for the County.

To put this in perspective, all of our Public Safety expenditures average 17.94% per year. Public Safety includes; Sheriff's Office, Detention, Animal Control, Forestry, Emergency Management, Fire Services, and Emergency Communications.

Funding Adjustments by Fiscal Year:

2010-11

- \$72,000 recurring Increase to the base funding amount for Operating (Current Expense)
- \$1,018,000 One-time funding for category 1 – To fund ball fields, ball field improvements, and ball field lighting

2011-12

- \$134,900 negotiated reduction to category 1 funding to reflect lease payment for the early college facility which the school requested to be added to the South Branch Library project. The \$134,900 is expected to be increased back to category 1 funding in fiscal 2029-30.

2012-13

- \$850,000 one-time increase in category 1 funding for various immediate school facility needs (see attached list – **Attachment "A"**)
- \$20,000 one-time increase in category 1 funding for heat pump replacement at NGMS
- \$20,202 one-time increase in category 1 funding for installation of security enhancements at the final 3 school campus locations
- \$20,000 one-time increase in category 1 funding to hire a professional to begin work on the building design for GCHS Phase 2

2013-14

- \$400,867 recurring increase to category 1 capital outlay
- County Board of Commissioners approved a 2.5¢ tax rate increase to fund completion of Phase II of the Granville Central High School Facility. This tax rate increase was estimated to raise approximately \$1,002,167 to help fund debt service related to this project.

2015-16

- \$280,295 one-time increase in category 1 funding to address mold remediation at the Creedmoor Elementary school campus.

2016-17

- \$1,191,602 recurring increase to fund additional school supplements raising them from 7% to 10%
- \$84,850 one-time funding increase to category 1 funding to repair SGHS ball field erosion.
- \$596,750 one-time funding increase to category 1 funding to cover costs associated with indoor air quality testing and remediation at various school sites (see attached list – **Attachment "B"**)

2017-18

- \$29,790 recurring inflationary adjustment for increased school supplements approved in the prior year

- \$397,706 recurring inflationary adjustment for school operating expenditures
- \$15,000,000 provided to the school system to address HVAC, Roofing, and Mold Remediation

2018-19

- \$1,379,057 increase (recurring) to the school system operating (current expense)
- \$41,929 increase (recurring) to the base funding level of category 1 funding

FUNDING SOURCES:

The Operating (Current Expense) and the category two and three capital outlay are funded by property tax revenues, fines & forfeiture funds, and general revenue that are generated locally. Category 1 capital outlay, including new construction and renovations to facilities, is funded first from the restricted portion of sales tax and lottery funding, then by general operating funds derived from property tax revenues. School related debt service is funded by the restricted portion of sales tax remaining after Category one capital outlay obligations, restricted public school building funds (held by the State), and lottery proceeds generated annually. Any additional school related annual debt requirements are funded by general operating funds derived from property tax revenues.

Funding Breakdown by funding type:

Table - 2

Fiscal year	Total Expenditure Amount	Restricted Sales Tax Proceeds	ADM or Lottery Proceeds	Local Taxes	Other Sources
2009-10	\$17,744,337	1,832,920	600,000	15,307,249	4,168
2010-11	\$19,329,055	1,827,708	1,488,000	16,011,818	1,529
2011-12	\$19,273,975	2,048,677	800,000	16,423,767	1,531
2012-13	\$20,047,207	2,099,894	1,060,202	16,885,511	1,600
2013-14	\$20,293,754	2,068,484	1,000,000	17,225,168	102
2014-15	\$20,164,598	2,200,762	848,881	17,114,854	101
2015-16*	\$25,599,998	2,126,609	605,857	17,802,617	5,064,915
2016-17	\$21,942,312	2,466,488	720,000	18,750,195	5,629
2017-18*	\$37,414,103	2,553,001	539,000	25,364,312	8,957,790

*These years included debt refinancing that increase debt service however this increase in debt service is offset with debt proceeds. This offset has been shown in the Other Sources column. Also, it should be noted that because the school system was given access to the full \$15M in funding for school facility improvements and the County only debt financed \$8,105,000 of this amount the remaining \$6,895,000 is held in reserve from the County's available fund balance at this time.

Based on the above information, of our current 84¢ tax rate, 38.25¢ (or 45%) is spent towards providing school facilities and educating our k-12 students.

Interesting Note: In an article published by the *Center on Budget and Policy Priorities*, titled *A Punishing Decade for School Funding*, it notes that the percent change in total K-12 funding per student, inflation adjusted, fiscal years 2008-2015 by the State of North Carolina is a -12.2%. Granville County’s percent change in total funding per student, inflation adjusted, for the same period is +6.9%. (This was calculated by County Staff using data from the NCACC Budget & Tax Survey for fiscal years 2008 – 2015.

Related Charter School Information:

Charter Schools are public schools and do receive funding from State and Federal sources. State funding is based on a slightly different funding formula and more detailed information about the funding allotments, attendance, and other related information is available the NC State Department of Public Instruction website <http://www.ncpublicschools.org>. The local funding for Charter School Students who are Granville County residents is paid on a monthly basis, based on actual attendance data from the schools Operating Fund based on the per pupil rate of County Funding. **Attachments “C” & “D”** provide information about Granville County Charter School students for fiscal year 2017-18. Currently, counties do not have authority from the State to provide capital outlay funding to charter schools.

For fiscal year 2017-18, 1,410 Granville County Students attended various charter schools. During this year, based on a per pupil rate of \$1,612.31 GCPS remitted \$2,163,018.33 to the various charter organizations listed on Attachment “D”. Based on the GCPS 2018-19 Proposed Budget, GCPS projects an additional 220 students transitioning to a Charter School.

School Attendance & Capacity Numbers:

Another aspect that was discussed over the past several years is the utilization of the various school sites by comparing the reported school attendance as it relates to the stated capacity of a school facility. Below is a table that shows the 2017-18 reported enrollments by school site and the capacity numbers as most recently provided by the GCPS administrative staff.

Table - 3

High School Sites	2017-18 Enrollment	Reported Capacity	% Utilized
JF Webb High School	468	1253	57%
JF Webb School of Health & Life	245		
Granville Central High School	597	1037	58%
South Granville High School	767	1113	69%
Early College	215	128	168%

Mary Potter Middle School	319	1066	30%
Northern Granville Middle School	369	1106	33%

Elementary School Sites	2017-18 Enrollment	Reported Capacity	% Utilized
Butner Stem Elementary School	482	676	71%
Creedmoor Elementary School	412	574	72%
Mt. Energy Elementary School	377	752	50%
Wilton Elementary School	310	533	58%
Tar River Elementary School	458	633	72%
C. G. Credle Elementary School	394	568	69%
West Oxford Elementary School	498	691	72%
Joe-Toler Oak Hill Elementary School	228	372	61%
Stovall-Shaw Elementary School	391	584	67%

Based on the above estimates and the attached fiscal year 2018-19 capacity estimates attached, the average utilization by school category is:

Elementary = 66%
Middle School = 45%
High School = 61% (early college not included)

Attachment "E" provides an estimate provided by the GCPs Administrative Staff showing the projected enrollment and capacity percentage estimates for fiscal year 2018-19 which provides for an overall district utilization of 56%.

GCPs Fund Balance Summary:

Another aspect which should be considered as school system funding is discussed is the GCPs Fund Balance. There are several reasons why the school system should hold some level of fund balance; such as uncertainty in State funding, unexpected expenditures, periodic large expenditures, contingencies, and general cash flow. Currently, there is no specific guidance given related to North Carolina Public School Systems. Local Granville County and GCPs Administrative staff has estimated the school system fund balance should be approximately \$3,500,000 - \$5,000,000 as a base amount which would represent a range of 21.5 – 31.0% of the Total Local Operating Fund Expenditures.

Over the past two budget years, I have discussed the desire to work with the School Administrative Staff to reach a recommendation for a base level of fund balance or a formula for determining a base level of fund balance each year along with putting together a multi-year funding plan for school funding. Several members of both the County Board of Commissioners and Board of Education have supported this goal. As it has been discussed over the previous several years, it has been noted that this work cannot begin in earnest until the Board of Education and School Administration have completed their efforts to find efficiencies within the major components of the

existing budget. With the support of the Granville County Board of Commissioners the school system has evaluated and made significant adjustments in staffing, operations, curriculum, safety, transportation, and maintenance. The Board of Education is currently working on the last major component which is facilities. The BOE Chairman has provided updates on their process and timing at each of the County retreat and budget workshops over the past several years. Once this remaining major component has been studied and evaluated for adjustments, then staff will be able to begin the task of developing a recommendation for base school funding levels and the school fund balance level.

As of June 30, 2017 the Granville County Board of Education held a fund balance \$7,858,540. We have not received the GCPS Audit for June 30, 2018 yet (we usually receive it in December), however the budgeted amount of fund balance usage for fiscal year 2017-18 was \$701,909 as reported during the most recent budget process. For fiscal year 2018-19 the school system budgeted to use \$955,770 of the GCPS fund balance. If these budgets for 2017-18 and 2018-19 were utilized fully, then the school system's fund balance would total \$6,200,861 as of June 30, 2019. I have attached for your reference a copy of Exhibit 6 from the school system's audits for the years ending June 30, 2017 (**Attachment "F"**), and June 30, 2016 (**Attachment "G"**).

County Manager's Summary:

It is my belief the Granville County Board of Commissioners maintained a positive level of funding to the Granville County Public School System during the economic downturn and through the beginning of the recovery period, and has provided an increasing level of funding over the past five years. The County Board of Commissioners and the Board of Education through the Education Liaisons have developed a strong level of communication and trust which has produced one of the best county/school system relationships in the State.

The impact of funding for school operations (current expense) resulting from students transferring to charter schools has resulted in the public school system's need to study and make adjustments to each of the major components of the school system in order to find efficiencies so the best possible education will be provided to the students of Granville County. The Granville County Board of Commissioners' actions, which has resulted in increased funding for education by the County, provides proof that the County Board of Commissioners values education for our students and that they support the Board of Education's efforts to align the schools system's expenditures to their revenues to accomplish this task.

During the economic downturn, when additional Federal and State funds were made available to the school system, the school system wisely built up a significant fund balance and with the

consistent funding having been maintained by the County, rather than reduced like many other jurisdictions, allowed the local school system the time to make adjustments since State and Federal funding has not returned to pre-recession funding levels. With the identification of additional efficiencies and continued positive budget discussions over the next few years, the goal of balancing the school system budget will be achieved.

Granville County Commissioners should feel confident that they have shown and continue to show support to the Granville County Board of Education, that they value education for our students, and have provided funding to support educating our students.

If any additional information is needed to assist the Board of Commissioners with future funding decisions, please let me know.

At this time Board members asked questions and made comments including these:

- Attendance in student population has decreased in Granville County, even when you total public school students and charter school students
- Money follows the student from the County that they reside in to the school that they attend
- Granville County has worked hard to take care of our students' needs
- A comparison of school grades with funding to determine if "throwing money" at the problem is a fix would be interesting to see

When asked, County Manager Felts said that when the State hit an economic downturn, the school lottery money that counties receive was cut in half as the State changed the funding formula. He noted that now Granville County gets \$500,000 - \$600,000 in lottery money per year. County Manager Felts said that he would send this data to the Board of Education.

COUNTY ATTORNEY'S REPORT

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

BOARD PRESENTATIONS

Commissioner Karan said he was delighted to be reelected by the citizens in his district and looked forward to continue working with the Board of Commissioners. He wished everyone a "Happy Thanksgiving."

Commissioner Jay wished everyone a “Happy Thanksgiving.” He thanked Chairman Smoak and Commissioner Karan for attending the Environmental Affairs Committee meeting and for the information regarding the South Granville Water and Sewer Authority. He asked them to thank Jerry Ayscue for attending also.

Commissioner Smith said that he was also glad to be reelected by those in his district. He noted that Commissioner Jay and he would be attending the Thanksgiving lunch at the North Granville Senior Center in Stovall on Wednesday, November 21st at 12 noon.

Commissioner Hinman said she attended the School Safety Summit and there were positive comments about funding received from Granville County. She said that Doug Logan, Emergency Services Director, did an excellent presentation at the event. She said she was informed that recent school inspections are better than they have been in the past. She reminded everyone of the Turkey Trot on Thursday, November 22nd with registration at 8:30 a.m. and walk at 9:00 a.m.

Commissioner Cozart said he attended the recent Art Gala for Granville Health System and was impressed by the support of the community for our hospital. He said he would be attending the broadband update sponsored by the Kerr-Tar Regional Council of Government.

Commissioner Roberts apologized for the weather on the day of the District 5 tour. He congratulated the recently reelected commissioners.

Chairman Smoak thanked those in District 7 who voted for and supported him. He wished everyone a Happy Thanksgiving.

DURING PRESENTATIONS, BOARD APPROVED FUNCTION AND GUIDELINES AND MADE APPOINTMENTS TO THE OPIOID ADVISORY COMMITTEE

Chairman Smoak explained that the Opioid and Addiction Task Force Steering Committee met and worked on the function and guidelines of the Opioid Advisory Committee to deal with all types of addiction recommended positions as follows:

Name: Opioid Advisory Committee

Authorization: Granville County Board of Commissioners

Function: The Granville County ***Opioid Advisory Committee*** engages in shared leadership and collective action to advance a comprehensive response to opioid and other drug use and the harmful impacts on the community by prioritizing and removing barriers to proven prevention, treatment, and harm reduction strategies, mobilizing existing resources, advise on and advocate for new programs, and encouraging informed and healthy community attitudes.

Number of Members: 9 - 11

Qualifications: The Committee shall consist of a Pharmacy Representative, Medical/Hospital Representative, Behavioral Health Specialist Representative, Law Enforcement Representative, Health Director or designee, Sheriff or designee, County Manager or designee, Family Member/Member and up to three County Commissioners.

Length of Term Service: 2 years

Meeting Schedule: As needed. Third Friday from February-June 2019 and then will be reevaluated.

Compensation: None

Positions: Sheriff or Designee, Law Enforcement Representative, Health Director, County Manager, County Commissioners (3),

Pharmacy Representative, Medical/Hospital Representative, Behavioral Health Specialist Representative, and Family Member Representative

He asked the Board to establish the Opioid Advisory Committee and make initial appointments.

Upon a motion by Commissioner Tony W. Cozart, seconded by Commissioner Owen T. Roberts, and unanimously carried, the Board appointed Bryan Carey, Sheriff's Designee, to the Opioid Advisory Committee.

Upon a motion by Commissioner Timothy Karan, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board appointed David Yancey, Law Enforcement Representative, to the Opioid Advisory Committee.

Upon a motion by Commissioner Zelodis Jay, seconded by Commissioner David T. Smith, and unanimously carried, the Board appointed Lisa Harrison, Health Director, to the Opioid Advisory Committee.

Upon a motion by Commissioner Tony W. Cozart, seconded by Commissioner Sue Hinman, and unanimously carried, the Board appointed Michael S. Felts, County Manager, to the Opioid Advisory Committee.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Sue Hinman, and unanimously carried, the Board appointed Edgar Smoak, Granville County Commissioner, to the Opioid Advisory Committee.

Upon a motion by Commissioner Timothy Karan, seconded by Commissioner Owen T. Roberts, and unanimously carried, the Board appointed Tony W. Cozart, Granville County Commissioner, to the Opioid Advisory Committee.

Upon a motion by Commissioner Tony W. Cozart, seconded by Commissioner Owen T. Roberts, and unanimously carried, the Board appointed Timothy Karan, Granville County Commissioner, to the Opioid Advisory Committee.

Upon a motion by Commissioner Sue Hinman, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board appointed John Snow, Medical/Hospital Representative, to the Opioid Advisory Committee.

Upon a motion by Commissioner Timothy Karan, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board appointed Bobby Wheeler, Pharmacy Representative, to the Opioid Advisory Committee.

Chairman Smoak asked Board members to recruit for the Behavioral Health Specialist and Family Member Representative. He then asked for a motion to establish the committee.

Upon a motion by Commissioner Sue Hinman, seconded by Commissioner Owen T. Roberts, and unanimously carried, the Board established the Opioid Advisory Committee.

ANY OTHER MATTERS

Commissioner Hinman thanked the Board for the flowers they sent her.

BOARD WENT INTO CLOSED SESSION

Upon a motion by Commissioner Tony W. Cozart, seconded by Commissioner Sue Hinman, and unanimously carried, the Board went into closed session as allowed by G.S. 143-318.11(a)(3) and (6) 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; 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.

Upon a motion by Commissioner Sue Hinman, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board returned to regular session.

BOARD APPROVED ADJUSTING JOB SHADOWING EMPLOYMENT POLICY

County Manager Felts requested adjusting the job shadowing employment policy due to the uncertainty of when the Human Resources Director would be leaving her position as it is a one-person department.

Upon a motion by Commissioner Zelodis Jay, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved allowing the County Manager to adjust the job shadowing policy by three (3) months for the Human Resources Director position.

COMMISSIONERS ADJOURN

Upon a motion by Commissioner Sue Hinman, seconded by Commissioner Sue Hinman, and unanimously carried, the Board adjourned.

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