

OXFORD, NORTH CAROLINA
July 6, 2020

The Members of the Honorable Board of Commissioners of Granville County, North Carolina met in a regular meeting on Monday, July 6, 2020 at 7:00 p.m. via Zoom conference call in order to adhere to the COVID-19 restrictions.

Present via Zoom were:

Chairman: David T. Smith

Commissioners: Tony W. Cozart Sue Hinman
Zelodis Jay (had connectivity issues at times during the meeting)
Timothy Karan Edgar Smoak

Owen T. Roberts, Jr. was absent.

County Manager: Michael S. Felts

County Attorney: James C. Wrenn, Jr.

MEETING CALLED TO ORDER

At 7:00 p.m., Chairman David T. Smith called the meeting to order and recognized Commissioner Timothy Karan for the invocation and the Pledge of Allegiance. At this time, Clerk to the Board, Debra A. Weary, did a roll call. Commissioner Roberts was absent and excused. Chairman Smith reminded Board members to identify themselves when speaking or making motions and also announced that votes would be done by a roll call by the Clerk.

CONSENT AGENDA APPROVED

Upon a motion by Commissioner Tony W. Cozart, seconded by Commissioner Sue Hinman, and unanimously carried (5-0), the Board approved the consent agenda as follows:

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

General Contingency Balance	\$ 180,000
School Bond D/S Contingency	\$ 100,000
Environmental Disaster Contingency	\$ 10,000
General Fund Appropriated Fund Balance	\$ 2,955,337

- (B) Approved minutes of the June 1, 2020 Board of Commissioners regular meeting and the April 20, 2020 and June 15, 2020 Board of Equalization and Review meetings.

PRESENTATION ON EMERGENCY SERVICES REVIEW

Neil Emory with the North Carolina Association of County Commissioners (NCACC) gave a presentation on the following review of Emergency Services done in December 2019 by the NCACC Resource Team.

Granville County Emergency Services

NCACC Resource Team Review

Introduction

In October of 2019, the Granville County Board of Commissioners requested the assistance of the North Carolina Association of County Commissioners (NCACC) in conducting a review of Emergency Services. The assessment involved Emergency Management and Fire Services.

Under the leadership of NCACC Outreach Associate Neil Emory a peer review team was seated. A team review schedule was established in collaboration with Granville County Manager Michael Felts and the review was conducted December 13, 2019. The focus of the group was to assess and report on the efficacy of the current organization, management and operations of particular Emergency Services within the County.

The resource team met at the County Manager's Office for an initial briefing and reviewed the study elements requested by the Board of Commissioners. Each team member was assigned specific areas to review. The subject matter experts interviewed service providers as a part of their on-site review.

Conclusions and recommendations are based on the professional expertise of the Resource Team members, drawn from documentation and interviews with Emergency Services management and employees. Due to time constraints and privacy concerns, no interviews were conducted with citizen end-users of the emergency services provided in the County.

*It should be noted that all team members are respected professionals and are committed to enhancing emergency services throughout North Carolina. Their willingness to volunteer their time to this process is what makes these crucial reviews possible.

County Emergency Services Resource Team Participants

Scott Rogers – Nash County Emergency Services
Tracy Mosley – City of Wilson Fire Department, Retired
Scot Brooks – Moore County Emergency Manager/Deputy Director
Shane Seagrove – Lee County Emergency Services

Define Study Elements

The requested study elements listed below and utilized for the structure of this report were defined by the Granville County Board of Commissioners in their letter of request to the NCACC for assistance:

- Organizational Structure; Management and Supervisory Practices
- Standard Operating Procedures and Policies
- Regulatory Compliance
- Training
- Recruitment, Hiring and Retention of Qualified Credentialed Staff
- Customer Service and Relationship with Community Partners
- Employee Satisfaction

The assessment report is submitted in two parts. The first portion notes the findings of the team related to Emergency Management while the second section addresses Fire Services.

Emergency Management

This portion of the review was conducted by Scot Brooks and Shane Seagrove. The format utilized for the review was based upon accreditation standards noted within the 2016 Emergency Management Standard Program (EMAP). Although Granville County may not be interested in actual accreditation, the assessment was completed based upon these standards.

The *ANSI/EMAP 4-2016 Emergency Management Standard* by EMAP is the set of 64 standards by which programs that apply for EMAP accreditation are evaluated.

The Emergency Management Standard is designed as a tool for continuous improvement as part of the voluntary accreditation process for local, state, federal, higher education and tribal emergency management programs.

The *Emergency Management Standard* covers:

- Program Management, Administration and Finance, and Laws and Authorities
- Hazard Identification, Risk Assessment and Consequence Analysis
- Hazard Mitigation
- Prevention

- Operational Planning and Procedures
- Incident Management
- Resource Management, Mutual Aid and Logistics
- Communications and Warning
- Facilities
- Training
- Exercises, Evaluations and Corrective Action
- Emergency Public Education and Information

Purpose

The *Emergency Management Standard* establishes the baseline performance criteria for an Emergency Management Program and intends that the Standard be fair and equitable for all who choose to adopt it.

Program Administration and Evaluation

Overview

An Accredited Emergency Management Program is characterized by visible leadership support, endorsement and engagement by stakeholders.

The jurisdiction has a multi-year Strategic Plan, developed with input from stakeholders, that includes the following:

- (1) an executive policy or vision statement for emergency management;
- (2) identified mission, goals, objectives, and milestones for the Emergency Management Program;
- (3) a method for Plan implementation; and
- (4) a method and schedule for evaluation, maintenance and revision.

Conclusion: Granville County has a very strong and experienced leadership group that was visible from the County Administration office, down to the Emergency Services Director, and throughout the EM Division staff. You have a very engaged and caring staff that is most interested in serving their community to the fullest extent. Some Strategic Planning was completed in 2015 that is now due for update.

Recommendation: We do feel that a formal short- and long-term multi-year strategic planning process that includes all levels of local government as well as stakeholder participation would be extremely beneficial to the overall program. [See the attached strategic plan example – 2016-2020 Strategic Plan v1.7](#)

Coordination

The jurisdiction has a designated emergency management agency, department or office established and empowered with the authority to administer the Emergency Management Program.

The jurisdiction has a designated individual empowered with the authority to execute the Emergency Management Program.

Conclusion: We witnessed a formally established Emergency Management Program that is an administrative division of the overall Emergency Services Department from an operations perspective.

Recommendation: Develop a line of succession plan to include written delegations of authority.

Advisory Committee

The Emergency Management Program has a process utilizing one or more committees that provides for coordinated input by stakeholders in the preparation, implementation, evaluation, and revision of the Program.

The advisory committee(s) meets with a frequency determined by the Emergency Management Program to provide for regular input.

Conclusion: Granville County has an active Local Emergency Planning Committee (LEPC) that meets regularly to discuss hazardous materials related topics.

Recommendation: Convert this function to an All Hazards Advisory Committee and add additional membership from stakeholders and partner agencies in an effort to accomplish a wider range of emergency planning. This effort should enhance and augment, not replace the requirements to have an active LEPC. [See attached example Bylaws for AHAC.](#)

Administration and Finance

The Emergency Management Program has fiscal and administrative procedures for use before, during and after an emergency/disaster.

The fiscal and administrative procedures provide the ability to request, receive, manage, and apply funds in emergency situations for the delivery of assistance and cost recovery.

The Emergency Management Program has a method and schedule for evaluation, maintenance, and revision of the procedures identified in Standard 3.4.1.

Conclusion: Granville County has the appropriate administrative and fiscal procedures in place.

Recommendation: Develop a short-term and long-term operational and capital budget plan as a part of the multi-year strategic plan.

Laws and Authorities

The Emergency Management Program's authorities and responsibilities are established and executed in accordance with statutes, regulations, directives or policies.

The Emergency Management Program has a process for identifying and addressing proposed legislative and regulatory changes.

Conclusion: Granville County has the appropriate authorities and responsibilities established.

Recommendation: Identify and address any proposed changes through the All Hazards Advisory Committee discussed above.

Hazard Identification, Risk Assessment and Consequence Analysis

Overview

An Accredited Emergency Management Program encompasses the following elements: prevention, preparedness, mitigation, response and recovery.

The Emergency Management Program identifies the natural and human-caused hazards that potentially impact the jurisdiction using multiple sources. The Emergency Management Program assesses the risk and vulnerability of people, property, the environment, and its own operations from these hazards.

The Emergency Management Program conducts a consequence analysis for the hazards identified in Standard 4.1.1 to consider the impact on the following:

- (1) Public;
- (2) Responders;
- (3) Continuity of operations including continued delivery of services;
- (4) Property, facilities, and infrastructure;
- (5) Environment;
- (6) Economic condition of the jurisdiction; and
- (7) Public confidence in the jurisdiction's governance.

The Emergency Management Program has a method and schedule for evaluation, maintenance, and revision of its Hazard Identification, Risk Assessment (HIRA) and Consequence Analysis.

Conclusion: Granville County has completed a hazard mitigation plan within the last five years.

Recommendation: Conduct a county-wide Threat and Hazard Identification and Risk Assessment (THIRA) to identify specific capabilities needed, gaps, and improvement planning. See the attached CPG 201 document for additional information.

Hazard Mitigation

Overview

An Accredited Emergency Management Program has a mitigation program that regularly and systematically utilizes resources to mitigate the effects of emergencies/disasters associated with the risks identified in the HIRA.

The Emergency Management Program has a plan to implement mitigation projects and sets priorities based upon loss reduction. The plan:

- (1) Is based on the natural and human-caused hazards identified and the risk and consequences of those hazards;
- (2) Is developed through formal planning processes involving Emergency Management Program stakeholders; and
- (3) Establishes interim and long-term strategies, actions, goals and objectives.

The Emergency Management Program documents project ranking based upon the greatest opportunity for loss reduction and documents how specific mitigation actions contribute to overall risk reduction.

The Emergency Management Program has a process to monitor overall progress of the mitigation activities and documents completed initiatives and their resulting reduction or limitation of hazard impact on the jurisdiction.

The Emergency Management Program, consistent with the scope of the mitigation program, does the following:

- (1) Provides technical assistance in implementing applicable mitigation codes and ordinances;
- (2) Identifies ongoing opportunities and tracks repetitive loss; and
- (3) Participates in applicable jurisdictional, inter-jurisdictional and multi-jurisdictional mitigation efforts.

The Emergency Management Program has a method and schedule for evaluation, maintenance, and revision of the plan.

Conclusion: Granville County has participated in prior hazard mitigation activities.

Recommendation: Utilize the All Hazards Advisory Committee referenced above to look specifically at the THIRA and hazard mitigation plan opportunities. Develop a long-term plan to address issues based on the priorities as follow: 1. Loss of Life, 2. Loss of Property, and 3. Environment.

Prevention

Overview

An Accredited Emergency Management Program encompasses prevention responsibilities, strategies and procedures.

The Emergency Management Program has a process(es) to coordinate prevention activities, to monitor the identified threats and hazards, and to adjust the level of prevention activity commensurate with the risk. Prevention processes are based on the following:

- (1) Hazard information
- (2) Intelligence activities;
- (3) Threat assessments;
- (4) Alert networks and surveillance programs; and
- (5) Other sources of information obtained from internal and external stakeholders.

The Emergency Management Program has procedures to prevent incidents from hazards. Procedures include a process to exchange information among internal and external Emergency Management Program stakeholders.

The Emergency Management Program has a method and schedule for evaluation, maintenance, and revision of the procedures.

Conclusion: Granville County has a very limited presence witnessed in terms of prevention activities.

Recommendation: Develop strategies to integrate existing technologies such as WEBEOC, damage assessment software, public health surveillance, law enforcement intelligence, National Weather Service products, and NC Flood Inundation Mapping and Alert Network data into daily operations for situational awareness of internal and external partners.

Operational Planning and Procedures

Overview

An Accredited Emergency Management Program has operational plans and procedures that are developed, coordinated and implemented among all stakeholders. The plans and procedures describe emergency response; continuity of operations; continuity of government; and recovery from emergencies/disasters.

The Emergency Management Program, through formal planning processes involving stakeholders and addressing all hazards identified in the Standards, has developed the following Plans:

- (1) Emergency Operations;
- (2) Recovery;
- (3) Continuity of Operations; and
- (4) Continuity of Government.

The Emergency Operations, Recovery, Continuity of Operations and Continuity of Government Plans address the following:

- (1) Purpose and scope or goals and objectives;
- (2) Authority;
- (3) Situation and assumptions;
- (4) Functional roles and responsibilities for internal and external agencies, organizations, departments and positions;
- (5) Logistics support and resource requirements necessary to implement the Plans;
- (6) Concept of operations; and
- (7) A method and schedule for evaluation, maintenance, and revision.

The Emergency Operations Plan (EOP) identifies and assigns specific areas of responsibility for performing functions in response to an emergency/disaster. Areas of responsibility to be addressed include the following:

- (1) Administration and finance;
- (2) Agriculture and natural resources;
- (3) Alert and notification;
- (4) Communications;
- (5) Critical infrastructure and key resource restoration;
- (6) Damage assessment;
- (7) Debris management;
- (8) Detection and monitoring;
- (9) Direction, control, and coordination;
- (10) Donation management;
- (11) Emergency public information;
- (12) Energy and utilities services;
- (13) Evacuation and shelter-in-place;
- (14) Fatality management and mortuary services;
- (15) Firefighting/fire protection;
- (16) Food, water and commodities distribution;
- (17) Hazardous materials;
- (18) Information collection, analysis, and dissemination;
- (19) Law enforcement;
- (20) Mass care and sheltering;
- (21) Mutual aid;
- (22) Private sector coordination;
- (23) Public health and medical services;
- (24) Public works and engineering;
- (25) Resource management and logistics;
- (26) Search and rescue;
- (27) Transportation systems and resources;
- (28) Volunteer management; and
- (29) Warning.

The Recovery Plan addresses short and long-term recovery priorities. The Plan provides guidance for restoration of identified critical functions, services/programs, vital resources, facilities, and infrastructure to the affected area.

The Emergency Management Program has Continuity of Operations (COOP) Plan(s) that identify the essential program functions and describe how those functions will be continued and recovered. Each organization performing essential program functions has a COOP Plan that identifies the following:

- (1) Processes and functions that must be maintained;
- (2) Essential positions;
- (3) Lines of succession;
- (4) How critical applications and vital records will be safeguarded;
- (5) Communications resources;
- (6) Priorities for recovery of processes, functions, critical applications and vital records; and
- (7) Alternate operating capability and facilities.

The Emergency Management Program has a Continuity of Government Plan that identifies how the governing body and the responsibilities identified in its documents containing the fundamental principles by which the jurisdiction is governed will be preserved, maintained, or reconstituted. The Plan includes identification of succession of leadership, delegation of emergency authority, and command and control.

The Emergency Management Program has procedures to implement all Plans identified. Procedures are applicable to all hazards identified. Procedures reflect operational priorities including:

- (1) Life, safety, and health;
- (2) Property protection;
- (3) Environmental protection;
- (4) Restoration of essential utilities;
- (5) Restoration of essential program functions; and
- (6) Coordination among appropriate stakeholders.

The Emergency Management Program has procedures to guide situation analysis and damage assessment, situation reporting and incident action planning.

The Emergency Management Program has a method and schedule for evaluation, maintenance, and revision of the procedures identified.

Conclusion: Granville County has identified a weakness and is currently in the process of a complete re-write of their Emergency Operations Plan with the help of a consultant. Other planning documents such as COOP/GOG are already in place.

Recommendation: Develop strategies to continually update and improve your plans. Ensure stakeholder involvement in the planning process and incorporate training and exercises to ensure compliance and understanding. Major benefits arise from the planning process, not so much the actual plan. Seek opportunities to create checklist and quick reference materials to ease the stress during major events and gain policy/procedure compliance.

Incident Management

Overview

An Accredited Emergency Management Program has an incident management system in place to analyze emergency situations and provide for clear and effective response and recovery.

The Emergency Management Program has formally adopted an incident management system. The system includes but is not limited to the following concepts:

- (1) Modular organization;
- (2) Unified command;
- (3) Multi-agency coordination;
- (4) Span of control;
- (5) Common terminology;
- (6) Action planning process;
- (7) Comprehensive resource management;
- (8) Integrated communications; and
- (9) Pre-designated facilities.

The Emergency Management Program has designated a single point of contact to serve as the coordinator for incident management system implementation.

The Emergency Management Program has procedures that address coordination activities among all personnel with an emergency response role including superior, subordinate and lateral elements, as well as neighboring jurisdictions.

The incident management system includes specific organizational roles and responsibilities for each incident management function.

The Emergency Management Program identifies personnel required to fulfill specific incident management system roles.

The Emergency Management Program personnel receive training on its incident management system.

The Emergency Management Program has a method and schedule for evaluation, maintenance, and revision of the procedures.

Conclusion: Granville County has formally adopted the National Incident Management System.

Recommendation: Embrace this as the backbone and ensure training compliance throughout the partner agencies. Look for opportunities to continually improve NIMS training and understanding for all responders. Seek key individuals to train up to meet critical Command and General staff ICS roles. One strategy is that you adopt the Local Incident Management Team training as a minimum and work to the 0-305 Incident Management Team level over the next 3-5 years.

Resource Management, Mutual Aid and Logistics

Overview

An Accredited Emergency Management Program includes systematic identification of resource requirements, shortfalls and inventories consistent with the HIRA and agreements needed in preparation for an emergency/disaster and as needed during response and recovery.

The Emergency Management Program has a resource management system that addresses hazards. The system includes procedures to identify, locate, acquire, store, maintain, test, distribute, and account for resources used in emergency/disaster operations.

The resource management system procedures further address the following:

- (1) Mobilizing resources prior to and during an emergency;
- (2) Dispatching resources prior to and during an emergency; and
- (3) Demobilizing or recalling resources during or after an emergency.

Resource management objectives are established by conducting a periodic gap analysis. The gap analysis identifies resource needs and shortfalls that are prioritized and addressed through a variety of initiatives, which can include the budget process, executive process, mutual aid agreements, memoranda of understanding, contractual service agreements, or business partnerships.

The resource management system addresses acceptance, management of donated goods, materials, services, personnel, financial resources and facilities whether solicited or unsolicited.

The Emergency Management Program maintains mutual aid agreements, contractual service agreements, memoranda of understanding, or regional or other arrangements that provide additional resources.

The Emergency Management Program has a method and schedule for evaluation, maintenance, and revision of these elements.

Conclusion: Granville County has been deeply involved in local and regional resource management activities.

Recommendation: Develop a long-range strategy to meet the resource needs identified in the gap analysis of the THIRA. Look for opportunities to partner with other local and regional agencies to accomplish Whole Community goals. Participation in the Domestic Preparedness Regions (DPR) Grant Program, Hazard Mitigation Grant Program, and Emergency Management Planning Grant program are potential funding sources.

Communications and Warning

Overview

An Accredited Emergency Management Program has communications, alert and notification and warning plans that provide for using, maintaining, and augmenting the equipment necessary for efficient preparation for, response to and recovery from emergencies/disasters.

The Emergency Management Program has a plan to communicate internally and externally with stakeholders (higher, lateral and subordinate) and emergency personnel. System interoperability has been addressed and the plan has been designed for the hazards identified and requirements of the Program's potential operating environments. Communications systems support all components of the emergency operations and recovery plans, and includes redundancy to provide alternative means of communication in case of failure in primary system(s).

The Emergency Management Program has a plan to initiate, receive, and relay notifications to alert key decision makers and emergency personnel. The plan has been designed for the hazards and requirements of the Program's potential operating environments. Notification systems support all components of the emergency operations and recovery plans, and includes redundancy to provide alternative means of notification in case of failure in primary system(s).

The Emergency Management Program has a plan to disseminate emergency alerts and warnings to the public potentially impacted by an actual or impending emergency and to communicate with the population within its jurisdiction. The plan has been designed for the hazards identified and requirements of the Program's potential operating environments. Alert and warning systems include redundancy to provide alternative means of warning in case of failure in primary system(s). The plan addresses dissemination of alerts and warnings to vulnerable populations as defined by the Emergency Management Program.

Communications, notification, and alert and warning systems are tested on an established schedule, results documented and corrective actions addressed.

The Emergency Management Program has procedures for the operation of the communications, notification, and alert and warning systems. The procedures address the hazards and requirements of the Program's potential operating environments and clearly delineate any decision-making processes or pre-determined criteria.

The Emergency Management Program has a method and schedule for evaluation, maintenance, and revision of the Plan(s).

Conclusion: Granville County has implemented an Emergency Notification System commonly known as Reverse 911.

Recommendation: We would suggest including Integrated Public Alert and Warning System (IPAWS) as a minimum standard and pre-build list/groups of partners such as county employees, EOC staff, etc. Completing a THIRA will identify any specific hazards that need a formal communication, notification, and alert/warning system developed.

Facilities

Overview

An Accredited Emergency Management Program has facilities for conducting Emergency Management activities.

The Emergency Management Program has primary and alternate facilities capable of coordinating and supporting sustained response and recovery operations consistent with hazards.

The Emergency Management Program has tested procedures for activation, operation, and deactivation of primary and alternate facilities.

The Emergency Management Program has a method and schedule for evaluation, maintenance, and revision for procedures.

Conclusion: Granville County has an older renovated facility that lacks multiple key attributes commonly seen in a critical facility such as an EOC. Appropriate space for staff and storage are priorities that need to be addressed immediately. The structural integrity of the building should be evaluated in terms of commonly seen risk (wind and snow) load at a minimum. Additional technology should be considered in an effort to make the EOC more efficient and effective during disaster operations. Alternate EOC is not out-fitted with any equipment which would create a logistical delay if activation was needed.

Recommendation: Consider a comprehensive "Space & Needs Study" to identify current and future growth requirements to be placed in the County's Capital Improvement Plan for consideration.

Training

Overview

An Accredited Emergency Management Program has a training program that includes the assessment, development and implementation of training for Program officials, emergency management response personnel and the public.

The Emergency Management Program has a training program composed of training needs assessment, curriculum, course evaluations, and records of training. The training needs assessment addresses all personnel with responsibilities in the Emergency Management Program, including key public officials. The Emergency Management Program has a method and schedule for evaluation, maintenance, and revision of its training needs assessment and training program.

Training is regularly scheduled and conducted in conjunction with the overall goals and objectives of the training program. Training is based on the training needs assessment, internal and external requirements and mandates, and addresses deficiencies identified in the corrective action process.

Emergency personnel receive and maintain training consistent with their current and potential responsibilities. Specialized training related to the hazards is included in the training program.

Records are maintained for the training program, including names of those who received training and the types of training planned and conducted. The length of time training records will be maintained is specified in the training program.

Conclusion: Granville County has participated in limited emergency management related training activities.

Recommendation: Develop a long-range plan of who needs what level of training and incorporate training needs into the annual performance appraisal system. Guide and support employees towards credentials such as the NCEM Associate or Executive Level EM Coordinator standards. The IAEM Certified Emergency Manager (CEM) is also an excellent credential to verify compliance with a training standard. See the attached Training and Exercise Plan example and template.

Exercises, Evaluations and Corrective Actions

Overview

An Accredited Emergency Management Program has an exercise, evaluation and corrective action process that regularly tests the knowledge, skills and abilities, and experience of emergency personnel as well as the plans, policies, procedures, equipment, and facilities.

The Emergency Management Program has an exercise program based on the hazard identified. The program regularly exercises:

- (1) Personnel;
- (2) Plans;
- (3) Procedures;
- (4) Equipment; and
- (5) Facilities.

The Emergency Management Program evaluates plans, procedures, and capabilities through periodic reviews, testing, post-incident reports, lessons learned, performance evaluations, exercises, and real-world events. The products of these evaluations are documented and disseminated within the Emergency Management Program, including stakeholders and selected partners.

A process for corrective actions is established and implemented to prioritize and track the resolution of deficiencies.

Conclusion: Granville County has participated in prior exercises, evaluations and corrective actions.

Recommendation: Develop a five (5) year HSEEP compliant exercise schedule that includes a combination of workshops, tabletops, functional, and full-scale exercises to test all aspects of your Emergency Operations Plan and threats as identified in the THIRA. See the attached Training and Exercise Plan example and template.

Emergency Public Information and Education

Overview

An Accredited Emergency Management Program has a public information and education function that outlines public education and information activities for the different hazards the Program responds to.

The Emergency Management Program has a plan for its crisis communications, public information and education function. The plan is designed to inform and educate the public through various media about hazards, threats to public safety, and risk reduction. The plan provides for dissemination of information to protect public health and safety, including response to public inquiries and rumors.

The Emergency Management Program has procedures that include:

- (1) Identification of a central contact for the media;
- (2) Trained spokespersons designated to deliver the Emergency Management Program's message, appropriate to hazard and audience;
- (3) pre-scripted information bulletins about hazards, preparedness measures, and protective actions;
- (4) Coordinating and authorizing information for release;
- (5) A method to communicate with at-risk populations;
- (6) Interfacing with public officials/VIPs; and
- (7) Responding to public inquiries and providing rumor control.

Procedures to support a joint information system and center are in place and tested.

The Emergency Management Program conducts outreach activities for the public, including at-risk populations.

The Emergency Management Program has a method and schedule for evaluation, maintenance, and revision of the plan and procedures.

Conclusion: Granville County has participated in prior public information and education activities.

Recommendation: Develop strategies to receive and share information about prevention activities with the citizens, partners, stakeholders, etc. such as the following:

1. An improved social media presence to include website, Facebook, Twitter, Instagram, etc. are inexpensive and accessible opportunities.
2. Other examples may include slogans, bill boards, signage, etc.
3. The creation of a speaker's bureau to provide presentations to civic groups, community organizations, and public forums.
4. Consider implementation of Community/Citizen Emergency Response Teams (CERT) in an effort to get citizens more involved in preparedness, response, and recovery activities.
5. Consider creating a Medically Fragile Population Registry (aka Special Needs List) to identify vulnerable populations prior to a disaster.

Fire Services

On Friday, December 13, 2019, Scott Rogers, along with Chief Tracy Mosley, conducted a program review for Granville County. The review was conducted on behalf of the NC Association of County Commissioners and facilitated by Neil Emory. The focus of this part of the review was Fire Services.

The review was held at the Emergency Services Office at 5662 Cornwall Road in Oxford, North Carolina. In addition to Mr. Emory, Sean Seagroves and Scot Brooks were also on hand and were tasked with a system review of the Emergency Management Program.

In attendance from Granville County Staff were Doug Logan, Donnie Boyd, Joe Seagroves, Robin Edwards, Reba Duke and Jason Reavis. We were also joined for lunch by County Manager Michael Felts, Commissioners, Mr. Zelodis Jay and Mr. Timothy Karan.

We began our survey, after introductions, by interviewing Donnie Boyd and Joe Seagroves. A series of questions were asked of the staff with their answers and comments being documented. (Attached). An interview with Doug Logan was also completed during lunch. Chief Mosley met with and interviewed the Administrative Assistant of the EM/FMO Division. During both sessions, a series of strengths and weaknesses were identified and are noted below:

Strengths

- The staff of Granville County Emergency Services seem to get along extremely well and are willing to work hard for the organization. Several staff members were obviously born and raised in the community and very proud of Granville County.
- There is evidence of cross-training among Fire Marshal Staff and Emergency Management Staff.

- Current policy is to dispatch three fire departments on reported structure fires. This is becoming commonplace across the state and will prove beneficial during Fire Department Rating Inspections.
- Fire Departments are dispatched to all reported cardiac arrest calls. Early intervention increases the odds of patient survivability.
- The County dispatch system utilizes Emergency Fire Dispatch Protocols further increasing prior arrival instructions to callers and providing standardized response.
- The department has a good relationship with County dispatch center which is operated by the Sheriff's Department.
- The County utilizes the latest in communications projects including VIPER radio system and PSAware notification software.
- The County is already planning for Fire Department Insurance Rating Inspections in 2020.
- The Fire Marshal's Office is nearly compliant with the mandated state fire inspection schedule.
- Staff indicates a strong working relationship with the fire departments.
- Administrative Assistant currently performing well above job description duties—work is concentrated more in line with staff of EM and FMO in relation to the tasks taken on by this position, i.e., EOC deployment, public education, community outreach, new hire orientation for County, situational awareness, goal creation for safety program, implement respiratory policy, fire education training, etc.

Weaknesses (areas of concern)

- The county faces a decrease in volunteers in the fire departments and an aging volunteer force. Though this issue is not isolated to Granville, it does deserve consideration in future planning.
- There is a perception/concern that the County doesn't fully understand the lack of volunteers and how much they contribute to the County as a whole. County leaders are strongly encouraged to attend County Chiefs Association and Firefighters Association meetings to stay abreast of issues and opportunities.
- The current funding model for fire districts is falling short of funding fire protection at a rate that is consistent with most other areas of the state. Consideration should be given to establishing service or tax districts specific for fire protection. Although the cost of personnel and equipment in the fire service remains constant across Granville County and the region, operational costs for property protected and call volume will differ. Research of funding options should be considered in order to prevent a future filled with various funding options being pursued by fire departments. It is also recommended that a cost benefit analysis be conducted as new insurance ratings are obtained in relation to the tax revenue allotted to fire protection.
- The one rescue squad operating in the County appears to be performing a governmental function but staff could not produce a contract.
- The Fire Marshal's Office is conducting fire inspection services within town limits. A contract or written inter-local agreement should be in place that addresses fees, schedules, etc.
- The position of Fire Inspector is currently being shared with Building Inspections. Possibly consider a full-time position in this area vs. sharing to maximize full potential of Inspector position. According to long term plans, centralized permitting is a goal, however, is not currently the case. It may be beneficial to move all permits and plan submittals to one location and allow the fire inspector to go there to review plans but conduct maintenance inspections routinely from the Fire Marshal's Office. This would enhance the staffing level in Emergency Services.
- The workload in the departments seems to be adequate to consider a full-time fire inspector located in the Fire Marshal's Office.
- The FMO is currently utilizing Firehouse Software with county fire departments utilizing a variety of software systems. One software vendor that could provide a link to CAD as well as a license for each fire department would provide for better data.
- There appears to be substantial concern for base salary rates and how they compare to similar counties. It is our understanding that a salary study is underway, and if so it may prove prudent to include a study on compensatory time and on-call pay for non-exempt positions.
- Concern of current staff is the possibility of losing current Administrative Assistant to another County for EM/FMO position.

It was a pleasure to meet the staff in Granville County and discuss their programs. Please be aware that the observations and recommendations noted here are simply our opinion of the snapshot taken during the visit.

Emergency Services/Administration

County leadership and service management must be committed to establishing and maintaining progressive emergency services that are based on the principles of teamwork, cooperation, mutual respect and an awareness of the needs of Granville County and its citizens. Following our visit it is obvious that County employees are striving to meet these objectives on a daily basis. The role of management/ administration in this process must be to promote teamwork and develop clear lines of communication between and within each department. This effort should also be designed to encourage and promote employee input at all levels of the organization. In addition, administration must continually work to build and maintain strong relationships with

emergency service partners in the community. Finally, it is crucial that the needs of the departments involved and their community partners be communicated to county leadership.

Study Conclusion

In summary, the Granville County ES Resource Team finds that your emergency services system is functioning in a very professional manner. These recommendations are intended to help you make improvements and to provide positive support for your operations.

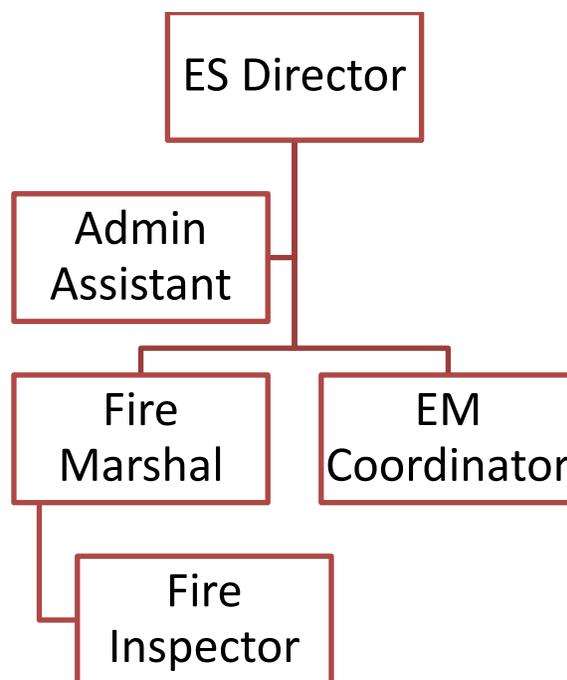
In the weeks since the Resource Team site visit, the participants drafted and submitted reports in the areas to which they were assigned by the NCACC for compilation and completion. These reports have been reviewed by all team members and are presented in the format deemed appropriate by those conducting the review within these specific divisions.

We hope that you will receive these recommendations in the spirit in which they are given: that we learn valuable lessons from each other and we share with Granville County a desire to have the best possible emergency services operation with the resources available. Based on the many years of experience by this peer group, we think these ideas provide viable, actionable, and reasonable opportunities to deliver optimum services to your citizens.

Questionnaire

Organizational Structure & Responsibilities

- 1) Briefly describe the makeup of your county such as square miles, population, municipalities etc.
Granville County covers an area of 536 square miles with a population of 59,557. The municipalities of Oxford, Creedmoor, Butner, Stem and Stovall are located in the County.
- 2) Briefly provide an overview of your organization as a whole (Emergency Services) and then your division as it relates to the structural makeup. Provide Organizational Chart if possible.



- 3) Provide number of full time and part time employees for Fire Marshal's Office.
All above positions are full-time with the exception of Fire Inspector who currently is assigned in Building Department three days a week. No other part-time staff.
- 4) What are the certification levels of personnel?
Fire Marshal is Level III
Fire Inspector is Level IIP
Administrative Assistant has taken Level I but not state tested and also has 4-year degree in Emergency Management
- 5) Describe the services provided by the Fire Marshal's Office
 - FD Liaison (14 FDs)
 - Fire Inspections/Plan review (entire County except Oxford) 1200+ occupancies
 - Fire Investigations
 - Public Fire Education (all public safety visits to schools are performed by department Admin Assistant)
 - On Call (EM and all Structure Fires)

Relationship with Other Partnering Agencies

- 1) As you previously described your own organizational makeup, please elaborate on your day to day relationships and interactions. (Your divisions ex: FM, EM etc.)
FM staff are required to work EM duties when the need arises. Relationships and cross-training are good.
- 2) Is there any strain on these divisional relationships due to staffing needs?
None noted.
- 3) Are there any cross-training opportunities between divisions?
Yes, all personnel are cross-trained. The Administrative Assistance has a good grasp on the operations of the organization. Plays a role in certain projects and has the potential to do more. The Administrative Assistant also has a degree in Emergency Management
- 4) Are there any concerns in regards to partnering or sister divisions assisting your division in meeting your needs or goals?
None noted
- 5) In storm events or large-scale incidents describe divisional partnerships.
Works well, both divisions routinely take call for the other.

Customer Service and Relationships with Community Partners

- 1) Describe your relationships within your county such as Fire Departments, rescue squads, & EMS Departments.
There are 14 FDs and one Rescue Squad. Relationships seem to be good, it does appear that one or more departments are interested in seeking additional or alternate funding methodologies. Four FDs do FRSP within their own district and all departments respond to cardiac arrest. FDs do Rescue. The Rescue Squad operates for SAR and Water Rescue missions only without a contract.
- 2) Provide Copies of FD Contracts
- 3) Describe your relationships with towns and cities within the county.
Good
- 4) Do you provide inspection services in towns? Investigation services in towns?
The FMO handles fire inspections within each municipality except Oxford. There is no contract in place for Inspection Services.
- 5) Describe your relationship with your communication center.
Communications is done by the Sheriff. Healthy relationship with his staff.

Standard Operating Guidelines / Compliance

- 1) Provide a copy of the divisions standard operating Guidelines (S.O.G./S.O.P.).
Staff indicated that SOGs were in place for FMO Operations, but were not reviewed as a part of this review.
- 2) Discuss any quality control procedures in place to ensure reporting criteria meets or exceeds local / state and federal requirements.
There is currently no Quality Control at this time other than reactive response to complaints.
- 3) What is the name of your incident reporting software?
FMO uses Firehouse and FDs use a variety. FMO would like to switch to Emergency Reporting and include a license for each FD.

Training

- 1) Who is your continuing education delivery agency?
Vance Granville Community College
- 2) Describe current requirements for staff to maintain their certifications.
Compliance with state mandates.
- 3) Does Granville County compensate employees for continuing education?
Yes
- 4) Do you feel your Fire training (County Wide) is consistent as far as the information being delivered as well as the delivery methods?
Fire training is appropriate for the most part. There does seem to be some small issues with having VGCC supply the needed classes.

Finance Management / Budget / Capital Needs

- 1) Discuss all funding mechanisms for the Fire Protection.
Each Fire District receives a base of \$72,000.00 from County general fund
An additional \$3,500.00 general fund contribution for each district that does FRSP.
County pays FD's Workers Compensation premiums.
- 2) Discuss all funding mechanisms for the Fire Marshal's Office.
General Fund Budget
Inspection fee revenues are returned to the general fund.
- 3) Discuss any grant funding that your division has secured over the last few budget cycles.

- FDs have had success with State Fire Grants and Forestry grants. Each FD does a variety of fundraisers.
- 4) Discuss how Capital Needs are identified, requested and secured through your county budgeting procedures.

Budgeted independently by each fire district. County has a capital plan and an expanded services budget process.

- 5) Over the last few years in observing operational and manpower expenses what do you feel have been positive attributes as well as negative impacts?

Salary seems to be of concern. Pay study is in progress.

- 6) Discuss where you feel Emergency services as a whole and the division currently stands in regards to future growth from a budgetary view.

Overall good shape. Department is in need of indoor storage space for response assets.

Employee Staffing and Morale

- 1) How do you rate your daily staffing in regards to your projected needs?

The only need identified is a Fire Inspector assigned to the Office full time. There is anxiety over the new hire for Fire Marshal. There is also a desire to expand the roles of the Administrative Assistant.

- 2) How do you rank your employees pay in regards to surrounding counties and also the state.

Pay is a definite concern among staff. Advised that a pay study was being conducted

- 3) Do you feel that staff has the needed equipment to perform their jobs. What would most staffing say?
Yes

- 4) Is there enough supervision in place to plan, implement and provide safety for your daily function?
Yes

- 5) Discuss any safety concerns that you have not been able to address or have received feedback from the field staff on.

Small protective equipment items needed for fire investigations.

- 6) Discuss any other short falls in staffing, benefits, pay and morale that if corrected would enhance your operation.

There is a fear that Administrative Assistant may leave if the role is maintained as is. Staff would like to see all permits and fees handled at a different location to lessen walk-ins and free up Administrative Assistant to do other duties related to EM and FMO

Additional Information

- 1) Provide any additional information that you feel would be relevant to this review?

There is a Fire Service Advisory Committee consisting of the Fire Marshal, ES Director, County Manager, (2) Commissioners, (3) Fire Chiefs and (2) citizens at large. County Fire Chiefs Association meets monthly and County Firefighters Association meets every-other month.

- 2) What would you like to see gained from this review?

More unified plan for Fire Department Funding

Reconsider the funding model for the Fire Inspector. Make permanent position in ES.

Chairman Smith thanked Mr. Emory for coming to report on this free service that

NCACC provides for counties to improve services.

DURING PUBLIC COMMENTS, THREE SPOKE ABOUT SHOOTING

Charles Bell, 3504 Blue Bonnet Drive, Wake Forest, NC, made the following

comments and forwarded a copy to the Clerk:

I would like to bring to your attention the issue of discharging firearms in and around residential areas in Granville County. This problem is two-fold: It is a matter of public safety and an issue of noise violations. I communicated with Mr. Felts and Mr. Cozart who are aware of this matter and with that in mind, I would like to provide some more information around the issue as we seek to find a resolution.

There are currently no restrictions in place that prohibit discharging firearms in and around residential neighborhoods.

In regards to Safety:

Citizens from around Granville County have communicated issues with discharging of firearms in and around residential areas. Some of those areas include:

- Chesleigh Subdivision
- Wilton/Brassfield
- Bold Run Hill

- Silverleaf
- Woodcroft
- Pocomoke
- Smith Creek
- Old Farm
- Lawrence Road
- Golden Forest
- Pinecroft
- Windsor

The timing of these occurrences vary widely and have been reported frequently. I am sure that the Granville County Sheriff's department would be able to provide more data around how often these incidents have occurred.

I spoke with a sheriff's deputy after we had called about a neighbor firing a weapon on their property and was told that there were no ordinances in Granville County to prohibit people shooting in their yards and nothing could be done about it. The issue we are facing here is that people are shooting firearms in residential neighborhoods where the houses are close together, the lots back up to other lots, they have no shooting lanes, no backstops or berms in place, and parents and children are often walking or playing nearby.

- Many neighborhoods have lots that are surrounded by other properties, which places greater risk of stray or misfired bullets entering neighboring properties
- While some neighborhoods have HOA rules in place that explicitly prohibit discharging firearms (Preserve at Smith Creek) on neighborhood properties, other communities and neighborhoods either do not have these HOA rules in place or have yet to set them up, which means that there are no restrictions.
- This is NOT safe
- There need to be specific requirements in place that define a 'Safe' manner

In regards to noise:

I'd like to reference Granville County Code of Ordinances, chapter 26, Sec. 26-31. – Unnecessary Noise

- Subject to the provisions of this section, the creation of unreasonably loud, disturbing and unnecessary noise is prohibited.
- I as well as many other residents have reported gunshots occurring outside of reasonable hours (In my case, I have been awoken at least twice around 3 AM to gunshots) – I have called to report this with no resolution
- There have also been several incidents of people shooting firearms for extended periods of time which is extremely disruptive and prevents others from enjoying their property. We were told by law enforcement that it does not fall under a noise violation
- ALL TAXPAYERS should be free from noise nuisances.
- Again, I believe the Granville County Sheriff's department could provide sufficient data around the large number of noise complaints regarding discharging of firearms in and around residential communities

To sum it up:

I believe it is imperative that we prioritize research and implementation of ordinances that prohibit discharging of firearms in and around residential neighborhoods in the interest of public safety.

Stacey Russell, 2563 Conyers Road, Franklinton, NC, made the following

comments and forwarded a copy to the Clerk:

Good evening, my name is Stacey Russell and I have lived in Wilton, the township of Brassfield in the Huntington Ridge Subdivision since 1994 (26 years). I am a retired federal law enforcement officer, a disabled Army veteran and a gun owner. I recently met with the County Manager regarding an issue that has been and is

becoming ever more dangerous by the day and that is the discharging of firearms near homes. I provided Mr. Felts a multitude of documentation, to include the recent pictures of my back door that was struck by a stray bullet on June 12th. This is the 2nd time that a bullet has struck my house since I have lived in it. Because of this and the cost to replace and repair the damage done to my home, I lost my 11% discount on my homeowners' insurance and my premium increased all because of another's negligence, dangerousness, and reckless actions.

1. Distance from my house to Tar River Elementary School (back of school) – 1,008 yards.
Distance from my house to Wilton Elementary School (parking lot) – 1,492 yards.
2. Distance from my house to Hwy 56 (entrance from Hwy 56 to Conyers Rd into Huntington Ridge Subdivision) – 1,013 yards. The NRA's maximum range table for a .32 short colt revolver is 1,030 yards, a .22 LR standard 1,588 yards, a .308 Winchester 4,655 yards and a .450 Marlin 7,000 yards; just to name a few.

In my subdivision people have been discharging their weapons recreationally, which is extremely dangerous due to it being a subdivision with the number of houses in close proximity to each other. There is also another subdivision that was built within my subdivision (Summer Springs). Over the last 10 years or more it has become more frequent and this county has grown expeditiously. Granville County is becoming urbanized. There are more homes, more subdivisions, more traffic.

The argument against any change of stopping people from recreationally firing their weapons on "their" property has been the 2nd amendment. Well, my argument is the 2nd amendment gives you the right "to bear arms" not to shoot them anywhere or anytime you feel. The 1st amendment gives you the right to free speech, but you cannot say bomb in an airport or fire in a theater. You should not be allowed to fire your weapon within a certain distance of homes. There are 9 pages of NC law regarding fireworks. You cannot shoot any firework that goes in the air, yet you can fire any model weapon in your yard and a bullet can travel thousands of yards.

When did the very small irresponsible acts of others override the rights of others to protect the health and safety of its citizens and their property, and the promotion of the quiet enjoyment of their property? This weekend in Durham a 74 year old woman was killed by "reckless celebratory gunfire". "A small few chose to put our community at risk by carelessly firing guns into the air", Durham Police Chief said. They don't just shoot in the air in my subdivision, they target practice everywhere. How ironic, I stated multiple times in my meeting with Mr. Felts that someone eventually is going to get killed due to this negligent behavior, but I was referring to this county.

I recommend that an ordinance be enacted restricting the discharging of firearms within at least a minimum 1,000 yards of a residence or at least near homes.

Bruce Dumonceau, 2051 Silverleaf Drive, Youngsville, NC, made the following

comments and forwarded a copy to the Clerk:

Good Evening Commissioners and thank you for the opportunity to present both the concerns of myself, but also the concerns of my community to the Board this evening.

My concern, along with the majority of homeowners within our community, is simply the ability to peacefully enjoy our homes and properties.

As a retired Law Enforcement professional and gun owner, my aim is not to restrict gun ownership in any way shape or form but rather enforcement of the noise ordinance currently on the books in Granville County to reign in those who thoughtlessness for their neighbors has created a noise nuisance which now affects many within my community.

While the second amendment guarantees the right to keep (possess) and bear (carry) arms, it should in no way dissuade this commission from addressing the current situation we are faced with, as it has little to no bearing on any Second Amendment

issue, no more so than playing loud music or the shouting of and crying of peddlers, barkers, hawkers or vendors has to do with the 1st Amendment!

This has more to do with the noise created with the discharging, within close proximity to homes, of high power extremely loud semi-automatic firearms. from on a regular and consistent basis over varying periods of duration of up to four hours on a veritable daily basis. We are affected by predominantly two locations...If not from one location, then the other and often times both! This has created a public nuisance for a majority of the residents of the Silverleaf Subdivision where I currently serve as HOA President.

On Easter Sunday we were "treated" to a litany of rifle fire for over 4 hours from the property located on Bruce Garner Rd. The individual responsible shoots most days of the week for a minimum of twenty minutes but more often one to over two hours! Mind you he lives on a 1 acre lot surrounded by homes (@334 yards from his backyard to mine) It is disturbing to both myself and wife as well as almost ALL my neighbors!

Then there is the property located on Carper Ct (off Woodland Church Rd.that backs up to the Silverleaf Community. This individual(s) have begun shooting DAILY for the last several months, reaching a peak on Father's Day of over TWO HOURS of constant high power rifle fire. This resulted in numerous calls to 911 from many neighbors. The daily shooting continues! (This location abuts directly to our neighborhood and is much louder).

This gunfire emanates from two specific locations and I have included those with documents supplied to the Commission. The Sheriff's Department has responded to both of these locations numerous times over and over. In fact after a diligent investigation by a Granville County Deputy, who consulted with a Magistrate. Said Magistrate stated that this ordinance could not be applied and that a citation could not be issued for violation of the Granville County Unnecessary Noise Ordinance. Furthermore, after the Sheriff's Deputy visited the property on Carper Court and expressed neighbors' concerns over the excessive noise, he was rebuffed and it was met with an apparent retaliatory shooting spree of over one hour!

It is my belief after a career as a Law Enforcement Professional, 12 years of which was spent in a supervisory role, verifying well over one thousand arrests, that Granville County's current ordinance Sec. 26-31 Unnecessary Noise does in fact apply and while gunfire isn't specified under part (b) neither is it excluded and I quote:
"The following acts, **among others**, are declared to be loud, disturbing and unnecessary noise in violation of this section: **but this enumeration shall not be deemed exclusive...**

Mr. Dumonceau thanked the Board for their time and said he believed the law should be applied and if not the Board should address and amend such issue.

Chairman Smith directed County Manager Felts to review the matter and report back to the Board.

BOARD MADE APPOINTMENT AND REAPPOINTMENTS TO THE KERR-TAR REGIONAL COUNCIL OF GOVERNMENTS' ADVISORY COUNCIL ON AGING

Upon a motion by Commissioner Zelodis Jay, seconded by Commissioner Timothy Karan, and unanimously carried (6-0), the Board reappointed Sarah Mayfield (District 1) to the Kerr-Tar Regional Council of Governments' Advisory Council on Aging.

Upon a motion by Commissioner Edgar Smoak, seconded by Commissioner Tony W. Cozart, and unanimously carried (6-0), the Board reappointed Toni Anne Wheeler (District 7) to the Kerr-Tar Regional Council of Governments' Advisory Council on Aging.

Upon a motion by Commissioner Timothy Karan, seconded by Commissioner Edgar Smoak, and unanimously carried (6-0), the Board appointed Gary Kanady (District 6) to the Kerr-Tar Regional Council of Governments' Advisory Council on Aging.

BOARD APPOINTED ALLEN WINSTON (PRIVATE INDUSTRY) AND NORMAN TERRENCE WILSON (LABOR ORGANIZATION) TO THE KERR-TAR WORKFORCE DEVELOPMENT BOARD

Upon a motion by Commissioner Zelodis Jay, seconded by Commissioner Timothy Karan, and unanimously carried (6-0), the Board appointed Allen Winston (Private Industry) and Norman Terrence Wilson (Labor Organization) to the Kerr-Tar Workforce Development Board.

BOARD APPROVED NACo AND NCACC VOTING DELEGATE DESIGNATIONS

Chairman David T. Smith and Commissioners Zelodis Jay, Sue Hinman, and Tony W. Cozart are registered to participate in the National Association of Counties (NACo) Conference business meeting being held remotely on July 20th. Chairman David T. Smith and Commissioners Zelodis Jay, Tony W. Cozart and Timothy Karan are scheduled to participate in the North Carolina Association of County Commissioners (NCACC) Conference that will be held virtually on August 5th and 6th as well as August 14th and 15th. A voting delegate and alternate need to be selected to represent Granville County during both business sessions to vote on items that are presented before the membership.

Upon a motion by Commissioner Edgar Smoak, seconded by Commissioner Timothy Karan, and unanimously carried (6-0), the Board approved designating Chairman David T. Smith as the 2020 NACo and NCACC Voting Delegate and Commissioner Zelodis Jay as the Alternate.

BOARD APPROVED RESOLUTION OF SUPPORT FOR THE TRIANGLE TRAILS INITIATIVE

County Manager Felts explained that the Triangle Trails Initiative (TTI) is a program of the East Coast Greenway Alliance with work funded by a grant from the AJ Fletcher Foundation. TTI would encompass about 14 counties and would create an organization that supports and fosters the development and programming of trails and greenways in the triangle

region. This Initiative would be similar to others in North Carolina including Piedmont Legacy Trails and Carolina Thread Trail. Initial funding for TTI comes from an AJ Fletcher Foundation with additional funding being sought from private sponsors. He then said that the Granville Greenways Advisory Council (GGAC) and the Parks, Greenways, and Recreation Advisory Committee (PGRAC) both recommend adopting the resolution of support for the Triangle Trails Initiative. He said they also recommended that Granville County nominate someone from our region to serve on the Triangle Trails Initiative Advisory Board.

When asked about a recommendation for someone to serve on the Triangle Trails Initiative Advisory Board, County Manager Felts said that Michael McFadden, Chairman of the Parks, Greenways, and Recreation Advisory Committee, is willing to serve if appointed.

Upon a motion by Commissioner Sue Hinman, seconded by Commissioner Edgar Smoak, and unanimously carried, the Board approved the following resolution of support for the Triangle Trails Initiative and nominated Michael McFadden to serve on the Triangle Trails Initiative Advisory Board:

**A Resolution of Granville County, North Carolina
Supporting the Formation of the Triangle Trails Initiative**

Whereas, Granville County, North Carolina is committed to maintaining and enhancing the quality of life for citizens throughout the region and recognizes that the “Triangle Trails Initiative” will contribute to quality of life by weaving together community and regional assets via a network of trails and greenways; and

Whereas, the “Triangle Trails Initiative” recommends linking trails and greenways together, across a multi-county regional landscape, gaining cooperation of public and private sector interests that encourage collaboration; and to create a network that will, in the long term, provide transportation, exercise, leisure, safety, accessibility, recreation, community and economic benefits aimed at enhancing the quality of life; and

Whereas, many communities, agencies, and trail advocates in the region have taken a lead in planning and building local trails and greenways, and those efforts can be greatly enhanced by being connected to a larger regional network of trails; and

Whereas, trails and their green landscape areas help improve the quality of the air we breathe by preserving trees and vegetation, by promoting reduce congestion through non-motorized transportation, and enhance the quality of our water through natural buffers mitigating the impacts of storm water run-off; and

Whereas, trails and greenways are freely accessible community assets offering opportunities for transportation, recreation and exercise to everyone, including children and families, providing safe places for county residents to experience a sense of community, celebrate our history and culture, and create stronger social ties; and

Whereas, trails have significant impact on the health and economic viability of the region encouraging active lifestyles, increased levels of tourism, enhanced property values, added jobs, as well as enhanced ability to attract and retain businesses to the region due to improved quality of life; and

Whereas, the “Triangle Trails Initiative” provides the foundation for a long term strategy that will continue to grow and to provide an invaluable resources for our children, grandchildren and great grandchildren; and

Now, Therefore, Be It Resolved that Granville County, North Carolina supports the concept of working within a regional framework to plan, design, develop and link protected undeveloped landscapes and natural resources by endorsing the “Triangle Trails Initiative.”

BOARD APPROVED STORM WATER UTILITY SERVICES MANAGEMENT WITH RAFTELIS FINANCIAL CONSULTANTS, INC.

Granville County currently contracts with Raftelis Financial Consultants, Inc. to provide Storm Water Utility Services Manager services as named in the inter-local agreements among Granville County, Person County, Town of Butner, City of Creedmoor, and Town of Stem. The agreement is renewable in terms of one year beginning July 1st through June 30th each unless either party provides notice of termination. The agreement also requires Exhibit “A” (Scope of Services) to be updated annually based on the work plan approved as set out in the Interlocal Agreement for the joint operation of a Storm Water Management Program. This agreement is approved annually. The fee for **Tasks A** through **F** is: Not-to-Exceed \$96,000 which is consistent with prior years’ not-to-exceed amount, and **Task G** is: Not-to-Exceed \$24,000 which is consistent with prior years’ not-to-exceed amount. The County Manager and Planning Director recommended approval.

Upon a motion by Commissioner Edgar Smoak, seconded by Commissioner Tony W. Cozart, the Board approved the Storm Water Utility Services Manager Scope of Services for FY 2020-2021 at a cost not to exceed \$96,000 for Tasks A through F and at a cost not to exceed \$24,000 for Task G by a vote of 5-1. Commissioner Timothy Karan voted nay.

DURING COUNTY ATTORNEY’S REPORT, BOARD APPROVED MOVING FORWARD WITH CLOSING OF BAR NINE PROPERTY THAT ADJOINS TRIANGLE NORTH

County Attorney Wrenn informed the Board that due diligence has been completed by the McAdams Company on the Bar Nine property adjacent to Triangle North Granville. He said that the study found that there will be road access to the property and there are no other impediments to developing the property. He noted that the property is under contract for \$350,000 and asked the Board for direction on the matter.

Upon a motion by Commissioner Timothy Karan, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved authorizing the County Attorney to move forward with the closing of the Bar Nine property (map #193303349560), located at

Tabbs Creek Road and Highway 158 that adjoins the Triangle North property, at the price of \$350,000 plus customary closing costs.

BOARD PRESENTATIONS

Commissioner Hinman said she attended the water shuttle portion of the recent ISO (Insurance Services Office) inspection of Granville County fire departments. She thanked our firefighters for participating and said she was impressed by their hard work and dedication as the ratings help determine fire insurance costs for homeowners.

Chairman Smith said that he supports our fire departments and also thanked the firefighters for their training efforts.

Commissioner Cozart also commended the firefighters for their dedication and said he was impressed by what he saw at the event. He asked County Manager Felts to gather information on the concerns with shooting near subdivisions that was mentioned during public comments. He asked for clarification on the times that people are complaining about the shooting incidents.

Commissioner Karan reported that Lou Grillo is the Interim Workforce Development Director since Vincent Gilreath has retired. He then gave an update on the recent CAMPO (Capital Area Metropolitan Planning Organization) meeting. He said that NCDOT (North Carolina Department of Transportation) reported that COVID issues have impacted gas tax numbers and lag time issues between the time a contract has been awarded and completed. This has caused financial impacts, therefore employees have been furloughed. Services such as roadside mowing have been affected by these issues. He also reported that Chairman Smith and he participated in the Duke Energy Site Readiness Program for a site in Granville County. He said that completing this process streamlines the process for having properties site ready for economic development. He then asked for assistance to find a District 6 appointee for the Agricultural Advisory Board. He asked the Public Information Officer to reach out to the community for volunteers for committees.

Commissioner Jay reported that Lisa Harrison, Director of Granville-Vance District, was nominated as Second Vice President for the National Association of County and City Health Officials (NACCHO).

Chairman Smith announced that there will a drive-thru celebration at the Granville County Senior Center in Oxford from 1:00 – 2:00 p.m.

ANY OTHER MATTERS

Chairman Smith mentioned the July 4th holiday and thanked all those who have served and continue to serve. He asked everyone to remember Commissioner Roberts in their prayers.

COMMISSIONERS ADJOURN

Upon a motion by Commissioner Edgar Smoak, seconded by Commissioner Sue Hinman, and unanimously carried, the Board adjourned at 8:23 p.m.

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