OXFORD, NORTH CAROLINA
January 4, 2021

The Members of the Honorable Board of Commissioners of Granville County, North Carolina met in a regular meeting on Monday, January 4, 2021 at 7:00 p.m. via Zoom conference call in order to adhere to the COVID-19 restrictions.

Present via Zoom were:

Chairman: Sue Hinman

Commissioners: Tony W. Cozart, Jimmy Gooch, Zelodis Jay, Timothy Karan, Russ May, David T. Smith

County Manager: Michael S. Felts

Assistant County Manager: Korena Weichel

County Attorney: James C. Wrenn, Jr.

MEETING CALLED TO ORDER

At 7:00 p.m., Chair Sue Hinman called the meeting to order.

ROLL CALL

Chair Hinman then recognized Deputy Clerk to the Board, Patrice D. Wilkerson, for a roll call.

INVOCATION AND PLEDGE OF ALLEGIANCE

Commissioner Gooch gave the invocation and led the Pledge of Allegiance.

CONSENT AGENDA APPROVED

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Zelodis Jay, and unanimously carried, 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	$ 1,560
School Bond D/S Contingency	$ 100,000
Environmental Disaster Contingency	$ 10,000
General Fund Appropriated Fund Balance	$ 5,554,396

(B) Approved Grant Project Ordinance – Coronavirus Relief Fund Project – Amendment #2:

Grant Project Ordinance
COVID-19 (Coronavirus Relief Fund) Project
Budget Amendment # 2 (during Fiscal Year 2020-2021)
(Budget Amendment # 2 for grant project ordinance)

Be it ordained, the Coronavirus Relief Fund Project Budget Ordinance is hereby amended as follows:

Revenues: Increase / (Decrease)

CRF (Covid 19 Relief Fund)	$ 400	
Total Revenues		$ 400

Expenses: Increase/ (Decrease)		
Granville Co. Medical, Public Health. . .	$ 400	
Total Expenses		$ 400

(For Reference Only)

	Balance		
Revenue Increase/ (Decrease)			
30-3328-261	Covid -19 Relief Fund – Interest	400	400
Expenditure Increase/(Decrease)			
30-8580-150	Covid-19 Relief Fund	$3,936	58,936
30-9810-010	COVID 19 Relief Fund – Payroll	$(3,536)	436,464
		Transfer to General Fund	

Description: To transfer remaining funds designated to fund COVID 19 public safety payroll expenditures to County general COVID-19 expenditures, as well as recognize receipt of interest applicable to the Coronvirus Relief Fund grant.

RESTATEMENT OF BUDGET LEVELS

Grant Project Ordinance
COVID-19 Relief Fund Project
(For County Auditors Reference)

Expenditures		Revenues	
Town of Butner	$ 216,898	COVID-19 Relief Fund	$1,173,475
City of Creedmoor	125,939	Transfer from General Fund	1,233,427
City of Oxford	229,530		
Town of Stem	17,706		
Town of Stovall	11,552		
Gran-Vance Public Health	674,877		
Granville Health Systems	635,000		
Granville Co. Medical, Public Health, Payroll and Facilitative	495,400		
Total Expenditures	$ 2,406,902	Total Revenues	$2,406,902

(C) Approved the following *Resolution Approving Financing Terms and Documents for Tar River Elementary Refinancing:*

Resolution Approving Financing Terms and Documents
For Tar River Elementary Refinancing

WHEREAS --

Granville County has previously determined to carry out a plan (the "Project") to refinance a portion of the County's 2010 financing that helped pay for the construction of Tar River Elementary School (the "School"). The County has also determined to finance Project costs through an installment financing, as authorized under Section 160A-20 of the General Statutes.

The County has solicited competitive proposals from banks and other financial institutions to provide the desired financing, and TD Bank, N.A. (the "Lender") has submitted the best proposal.

The County's Finance Officer has made available to this Board the draft agreements listed on Exhibit A (the "Agreements"), which relate to the County's carrying out the financing plan.

This resolution provides the Board's final approval of the financing terms and documents for the Project.

BE IT THEREFORE RESOLVED by the Board of Commissioners of Granville

County, North Carolina, as follows:

1. Determination To Proceed with Financing – The County confirms its plans to undertake the Project. The County will carry out the Project with financing from the Lender substantially in accordance with a financing proposal dated December 1, 2020.

Under the financing plan, the Lender will make funds available to the County for use on Project costs. The County will repay the amount advanced, with interest, over time. The County will grant to the Lender a mortgage-type interest in the School (and its associated real property) to secure the County's repayment obligation.

2. Approval of Agreements; Direction To Execute Agreements -- The Board approves the forms of the Agreements submitted to this meeting. The Board authorizes the Board's Chairman and the County Manager, or either of them, to execute and deliver the Agreements in their final forms. The Agreements in their respective final forms must be in substantially the forms presented, with such changes as the Chairman or the County Manager may approve. The execution and delivery of any Agreement by an authorized County officer will be conclusive evidence of that officer's approval of any changes.

The Agreements in final form, however, must be consistent with the financing plan described in this resolution and must provide (a) for the amount financed by the County not to exceed $6,070,000 (b) for an annual interest rate not to exceed 1.32% (in the absence of default, or a change in tax status), and (c) for a financing term not to extend beyond September 1, 2030, which is the final payment date for the financing that is being refinanced.

3. Officers To Complete Closing – The Board authorizes the County Manager, the Finance Officer and all other County officers and employees to take all proper steps to complete the financing in cooperation with the Lender and in accordance with this resolution.

The Board authorizes the Finance Officer to hold executed copies of all financing documents authorized or permitted by this resolution in escrow on the County's behalf until the conditions for their delivery have been completed to that officer's satisfaction, and then to release the executed copies of the documents for delivery to the appropriate persons or organizations.

Without limiting the generality of the foregoing, the Board specifically authorizes the Finance Officer to approve changes to any documents previously signed by County officers or employees, provided that the changes do not conflict with this resolution or substantially alter the intent from that expressed in the form originally signed. The Finance Officer's authorization of the release of any document for delivery will constitute conclusive evidence of that officer's approval of any changes.

In addition, the Board authorizes the Finance Officer to take all appropriate steps for the efficient and convenient carrying out of the County's on-going responsibilities with respect to the financing of the Project. This authorization includes, without limitation, contracting with third parties for reports and calculations that may be required under this resolution or otherwise with respect to the Agreements.

4. Resolutions as to Tax Matters -- The County will not take or omit to take any action the taking or omission of which will cause its obligations to pay principal and interest (the "Obligations") to be "arbitrage bonds," within the meaning of Section 148 of the "Code" (as defined below), or "private activity bonds" within the meaning of Code Section 141, or otherwise cause interest components of the installment payments to be includable in gross income for federal income tax purposes. Without limiting the generality of the foregoing, the County will comply with any Code provision that may require the County at any time to pay to the United States any part of the earnings derived from the investment of the financing proceeds. In this resolution, "Code" means the United States Internal Revenue Code of 1986, as amended, and includes applicable Treasury regulations.

5. Miscellaneous Provisions -- The Board authorizes all County officers and employees to take all further action as they may consider necessary or desirable in furtherance of the purposes of this resolution. The Board ratifies all prior actions of County officers and employees to this end. Upon the absence, unavailability or refusal to act of the County Manager, the Chairman or the Finance Officer, any other of those officers may assume any responsibility or carry out any function assigned in this resolution. The Board authorizes the Clerk to apply the County's seal, and to attest to the seal, on any document related to the purposes of this

resolution. In addition, the Vice Chairman or any Deputy or Assistant Clerk to the Board may in any event assume any responsibility or carry out any function assigned to the Chairman or the Clerk, respectively, in this resolution. All other Board proceedings, or parts thereof, in conflict with this resolution are repealed, to the extent of the conflict. This resolution takes effect immediately.

Exhibit A -- Draft Agreements

(a) A draft dated December 23, 2020, of a Supplemental Installment Financing Contract to be dated on or about January 1, 2021 (the "Financing Contract"), between the County and Granville County Public Facilities Company, Inc. (the "Company"). The Financing Contract provides for the advance of funds to the County for the County's use on the Project, sets out the County's repayment obligation, and sets out the County's obligations regarding care for the collateral and other matters.

(b) A draft dated December 23, 2020, of a Deed of Trust Supplement to be dated on or about January 1, 2021 from the County to a deed of trust trustee for the Company's benefit. The Deed of Trust provides for a security interest in the School and its associated real property to the Company to secure the County's repayment obligation.

(c) A draft dated December 23, 2020, of a Supplemental Trust Agreement to be dated on or about January 1, 2021 between the Company and U.S. Bank National Association, as Trustee. This agreement provides for the issuance to the Lender, in exchange for the funds to the used for the Project, of a "limited obligation bond" that provides for the Lender to have payment and security rights equal to the rights of those who provided other 2010 financing for the School. The County is not directly a party to this Agreement, but this Agreement imposes obligations on the County that the County accepts pursuant to the Supplemental Financing Contract.

The Company will assign substantially all of its rights under the Supplemental Financing Contract and the Deed of Trust Supplement to the Trustee to secure the rights of the Lender.

(D) Approved the following Appointment of Members to Boards, Committees, and Liaison Assignments:

Proposed Boards/Committees/Liaison Assignments
2021

District 1 – Commissioner Zelodis Jay

- Board of Equalization and Review
- Digital Infrastructure Planning Committee
- District Health Board
- Emergency Services Committee
- Environmental Affairs Advisory Committee Liaison
- Granville County 275th Anniversary Planning Committee
- Granville Health System Board of Trustees
- K.A.R.T.S.
- Kerr-Tar Regional COG Board
- Planning Board Liaison
- Solid Waste Liaison
- Water/Sewer Matters Liaison

District 2 – Commissioner David Smith

- Audit Review Committee
- Board of Equalization and Review
- Emergency Services Committee
- Finance Liaison
- Granville County 275th Anniversary Planning Committee
- Granville Health System Board of Trustees
- Human Relations Commission
- Kerr-Tar Regional COG Board
- Oxford Downtown EDC Board
- Senior Center Advisory Committee Liaison
- Triangle North Board

District 3 – Sue Hinman

- Animal Control Advisory Committee Liaison
- Board of Equalization and Review

- DOT Issues
- Franklin-Vance-Warren Opportunity Inc.
- Library Board Liaison
- Parks, Greenways and Recreation Advisory Committee
- Social Services Board
- Staff Appreciation
- Chair, Granville County 275th Anniversary Planning Committee

District 4 – Commissioner Tony Cozart

- Board of Equalization and Review
- Franklin-Vance-Warren Opportunity Inc.
- Granville Health System Board of Trustees
- Human Relations Commission
- Public Safety Liaison
- School Administration Liaison
- Social Services Board
- Staff Appreciation

District 5 – Russ May

- Board of Equalization and Review
- CAMPO – Executive Board
- Juvenile Crime Prevention Council
- Opioid Advisory Committee
- Planning Board Liaison
- Public Safety Liaison
- KTRPO - Transportation Advisory Committee (TAC)
- Rural Transportation Advisory Committee (RTAC) – (RPO)
- School Administration Liaison
- Upper Neuse River Basin Committee
- Veterans Affairs Committee Liaison

District 6 – Commissioner Tim Karan

- Board of Equalization and Review
- Digital Infrastructure Planning Committee
- Economic Development Advisory Board
- Emergency Services Committee
- Extension Leadership Advisory Council
- Granville Health System Board of Trustees
- Greenway Advisory Council
- Opioid Advisory Committee
- Parks, Greenways and Recreation Advisory Committee
- Private Industry Council
- SGWASA

District 7 – Commissioner Jimmy Gooch

- Audit Review Committee
- Board of Equalization and Review
- CAMPO Executive Board, Alternate
- Granville Health System Board of Trustees, Ex-Officio
- Opioid Advisory Committee
- SGWASA
- Soil & Water Board Liaison
- Solid Waste Liaison
- Transportation Plan Work Group
- Water/Sewer Matters Liaison

COUNTY COVID-19 RESPONSE PRESENTATION

Doug Logan and David Hesselmeyer, with On Target Preparedness, provided the Board with a presentation on the County's COVID-19 response and the development of an infectious disease program for the County's continuity of operations. Mr. Logan spoke from the following PowerPoint:

Granville County COVID-19 Project

Background

- December, 2019 - Initial reports of a pneumonia-like illness in Wuhan, China
- January, 2020
  - First reported case of human-to-human transmission of the disease
  - First reported case in the United States
  - Global Health Emergency Declared by World Health Organization (WHO)
- February, 2020 – US Declared a "Public Health Emergency"
- April, 2020
  - North Carolina declared a "State of Emergency"
  - Granville County Declared a "State of Emergency"
- March, 2020 – COVID-19 declared a "Pandemic" by the WHO

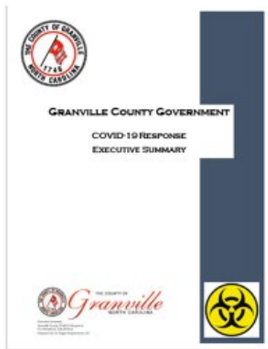
Background

- March, 2020
  - Granville County Administration implements protective measures for Staff
  - Coordinates with lead agency – Granville-Vance Public Health
  - Emergency Services Dept. coordinates PPE procurement and distribution
    - Face Masks
    - Gowns
    - Hand Sanitizer

Project Synopsis/Methodology

- Document County response efforts in an Executive Summary
  - Survey each County Department
    - Meet with Department Head
    - Visit facilities
- Create a COVID-19/Infectious Disease Annex for County COOP
  - Based on recommendations from health authorities
  - Based on best practices
  - Provide guidance for future events

Executive Summary



Executive Summary

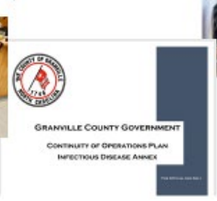
- Began project in August, 2020 and concluded in December, 2020
  - Visited each department/facility
  - Department Heads completed a survey
  - Protective measures photographed and information documented

Project Discoveries

- Granville County Departments took effective actions early
  - Limited "Open to Public" for certain offices
  - Appointment-only customer policies
  - Virtual Meetings
  - Increased online services availability
  - Installed barriers/shields at customer portals
  - Required face coverings and social distancing
  - Added greater separation of workspaces when possible
  - Leased additional office space for additional separation of workspace
  - Distributed PPE to employees at no cost
  - Increased frequency of cleaning/sanitizing
  - Employee/customer screening for COVID-19 symptoms
  - Flexibility in staff scheduling and work from home policies

Recommendations

- Administrative Communications Strategy
- PPE Cache
- Work From Home Policy
- Expand Internet and Equipment Capabilities
- Implement Secure VPN Connections
- Digitize Essential Documents
- Public Information Campaign
- Facility Modifications
- Response Plan/COOP Annex



Infectious Disease Annex

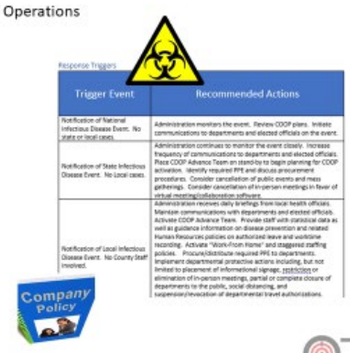
Infectious Disease Annex

Provide guidance to ensure Continuity of Operations

- Addresses:
  - Warning/Communications
  - Response Triggers
  - Staffing Policies
  - Facilities
  - Employee Isolation Protocols
  - Cleaning/Sanitation Protocols

Response Triggers

Trigger Event	Recommended Actions
Notification of National Infectious Disease Event. No state or local cases.	Administration monitors the event. Review COOP plans. Initiate communications to departments and elected officials on the event.
Notification of State Infectious Disease Event. No Local cases.	Administration continues to monitor the event closely. Increase frequency of communications to departments and elected officials. Place COOP Advance Team on standby to begin planning for COOP activation. Identify required PPE and discuss procurement procedures. Consider cancellation of public events and mass gatherings. Consider cancellation of in-person meetings in favor of virtual meeting/collaboration software.
Notification of Local Infectious Disease Event. No County Staff involved.	Administration receives daily briefings from local health officials. Maintain communications with departments and elected officials. Activate COOP Advance Team. Provide staff with statistical data as well as guidance information on disease prevention and related Human Resources policies on authorized leave and workforce recording. Activate "Work-From Home" and staggered staffing policies. Procure/distribute required PPE to departments. Implement departmental protective actions including, but not limited to placement of informational signage, restriction or elimination of in-person meetings, partial or complete closure of departments to the public, social distancing, and suspension/revocation of departmental travel authorizations.



Conclusions

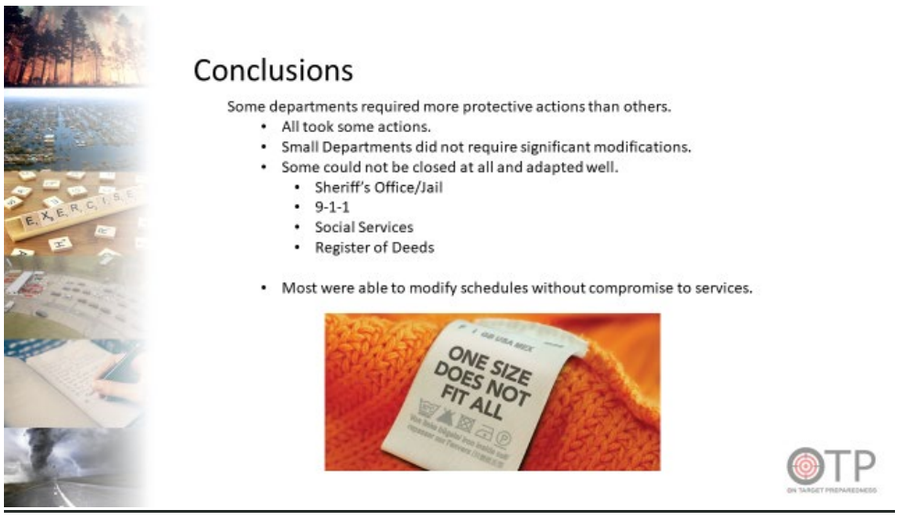
Granville County Administration and Departments are to be commended!!

- ✓ Quick and definitive actions were taken
- ✓ Adapted as new information and Executive Orders were issued
- ✓ In most cases, services were not compromised or only slightly disrupted

Conclusions

Departments were given:

- **Guidance**
- **Autonomy**
- **Support**



ANIMAL CONTROL PRESENTATION

Matt Katz, Animal Management Director, gave the Board an update on the operations for calendar year 2020. He said they are celebrating the year with a 6% euthanasia rate, which means 94% of all the animals they took in were left alive. He noted that this was a huge accomplishment. He said that COVID helped out a little bit because it slowed things down. He noted that the staff has worked tirelessly to come up with solutions for producing intake and euthanasia. He also talked about the new facility. He thanked the Board for supporting them and allowing them to do their job so well.

BOARD APPROVED LOCAL INCENTIVE PACKAGE FOR THE BUILDING REUSE GRANT MATCH AND RESOLUTION

Chair Hinman stated that the purpose of this public hearing is to receive the views of the public on aiding and encouraging the location or expansion of industrial facilities in Granville County. She then recognized Harry Mills, Director of Economic Development, for a brief overview.

Mr. Mills stated that Project PRM is an expansion of a manufacturing facility in Granville County. He noted that the company will invest approximately $850,000 and employ 10 new employees. He said that the company name for PRM is Product Recovery Management which is located in Butner, North Carolina. He stated that Product Recovery Management has received a $35,000 Building Reuse Grant that they applied for from Commerce. He noted that the grant does requires a 5% match for an incentive package, totaling $1,750. Mr. Mills stated that he is

requesting approval of the total $1,750 local incentive package for the Building Reuse Grant match and the associated resolution.

Chair Hinman opened the public hearing.

County Manager Felts stated that they did not receive any public comments, nor did we have anyone registered to speak.

Chair Hinman then closed the public hearing.

Upon a motion by Commissioner Zelodis Jay, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved the $1,750 local incentive package for the Building Reuse Grant match and the associated resolution.

AUTHORIZING RESOLUTION BY GOVERNING BODY OF THE APPLICANT
North Carolina Department of Commerce Building Reuse Program

WHEREAS, in June 2004, the North Carolina General Assembly passed House Bill 1352, authorizing funds to stimulate economic development and job creation in distressed areas through constructing critical water and wastewater facilities, addressing technology needs, renovation of vacant buildings, and implementation of research and demonstration projects; and,

WHEREAS, in July 2007, the General Assembly passed House Bill 1473 to expand the Economic Infrastructure Fund and to provide funding to facilitate economic transitions in rural communities; and,

WHEREAS, The North Carolina Department of Commerce's Rural Economic Development Division's Building Reuse Program was created to spur economic activity and job creation by assisting in the productive use of buildings in rural areas; and,

WHEREAS, the County of Granville is engaged in activities to assist in the productive use of buildings, specifically the renovation of the building for PRM (Product Recovery Management) Industries located at 200 20th Street, Butner, NC 27509, that will increase the number of jobs in the area; and,

WHEREAS, the County of Granville requested grant assistance from the North Carolina Department of Commerce's Rural Economic Development Division's Building Reuse Program;

NOW, THEREFORE, BE IT RESOLVED, BY THE COUNTY COMMISSIONERS OF THE COUNTY OF GRANVILLE:

That the County of Granville will provide 5% match of the $35,000 grant award for the project,

That the County of Granville will provide for efficient administration, implementation, and operation/maintenance of the grant.

That the County Manager is hereby authorized and directed to furnish such information as the North Carolina Department of Commerce may request in connection with the grant application and project; to make assurances as contained above; and to execute such other documents as may be required in connection with the application and grant.

That the County of Granville has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to the grants pertaining thereto.

BOARD APPOINTED BLAINE HOLMES (DISTRICT 5) AND JACOB ROGERS (DISTRICT 6) TO THE GRANVILLE COUNTY BOARD OF ADJUSTMENT

Upon a motion by Commissioner Russ May, seconded by Commissioner Timothy Karan, and unanimously carried, the Board appointed Blaine Holmes (District 5) to the Granville County Board of Adjustment.

Upon a motion by Commissioner Timothy Karan, seconded by Commissioner David T. Smith, and unanimously carried, the Board appointed Jacob Rogers (District 6) to the Granville County Board of Adjustment.

BOARD APPOINTED JASON JENKINS (DISTRICT 5) TO THE NURSING HOME COMMUNITY ADVISORY COMMITTEE

Upon a motion by Commissioner Russ May, seconded by Commissioner Tony W. Cozart, and

unanimously carried, the Board appointed Jason Jenkins (District 5) to the Nursing Home Community Advisory Committee.

BOARD REAPPOINTED STEVE TIMBERLAKE (DISTRICT 2), DAVID HINTON, EX-OFFICIO (DISTRICT 2), JOE OSTBY (DISTRICT 3), MARSHALL FLOYD (DISTRICT 4), TONY SANTANGELO (DISTRICT 6), JUDY CHEEK (DISTRICT 7), AND APPOINTED CHAD MCHENRY (DISTRICT 5) TO THE GRANVILLE COUNTY CITIZENS ADVISORY COMMITTEE FOR ENVIROMENTAL AFFAIRS

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Russ May, and

unanimously carried, the Board reappointed Steve Timberlake (District 2) and David Hinton, Ex-Officio (District 2) to the Granville County Citizens Advisory Committee for Environmental Affairs.

Upon a motion by Chair Sue Hinman, seconded by Commissioner David T. Smith, and unanimously carried, the Board reappointed Joe Ostby (District 3) to the Granville County Citizens Advisory Committee for Environmental Affairs.

Upon a motion by Commissioner Tony W. Cozart, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board appointed Marshall Floyd (District 4) to the Granville County Citizens Advisory Committee for Environmental Affairs.

Upon a motion by Commissioner Timothy Karan, seconded by Commissioner Russ May, and unanimously carried, the Board reappointed Tony Santangelo (District 6) to the Granville County Advisory Committee for Environmental Affairs.

Upon a motion by Commissioner Jimmy Gooch, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board reappointed Judy Cheek (District 7) to the Granville County Advisory Committee for Environmental Affairs.

Upon a motion by Commissioner Russ May, seconded by Commissioner Jimmy Gooch, and unanimously carried, the Board appointed Chad McHenry (District 5) to the Granville County Advisory Committee for Environmental Affairs.

BOARD APPROVED REPEALING THE GRANVILLE COUNTY PERSONNEL ORDINANCE ADOPTED OCTOBER 21, 1996 AS AMENDED (THE "PERSONNEL ORDINANCE") EFFECTIVE 12:00AM ON JANUARY 16, 2021

County Manager Felts said the purpose is to consider repealing the existing Granville County Personnel Ordinance to coincide with adoption of a new Granville County Personnel Policy with an effective date of January 16, 2021. The Management and Personnel Services Group Inc. (the "MAPS Group") recently completed the comprehensive Classification and Pay Study contracted by the County in 2019. In conjunction with that Study, the County worked with the MAPS Group to update and modernize its personnel policies. The recommendation to repeal the current County Ordinance and replace it with a County Policy is a result of that work.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved repealing the Granville County Personnel Ordinance adopted October 21, 1996 as amended (the "Personnel Ordinance") effective 12:00 a.m. on January 16, 2021.

BOARD APPROVED RESOLUTION TO ADOPT GRANVILLE COUNTY PERSONNEL POLICY

Assistant County Manager Weichel said the purpose is to consider a Resolution to Adopt the Granville County Personnel Policy with an effective date of January 16, 2021. A draft copy of the MAPS Group recommended policy was previously provided to the Board in the three-ring binder distributed after the November 16, 2020 meeting. County Administration reviewed the MAPS Group draft policy to (1) Conduct a comparison and ensure the new policy is in harmony with established elements of the existing Personnel Ordinance; (2) Insert additional modifications based on current practices or other County needs; and (3) Include previously adopted existing free-standing policies into one document for easier reference by employees.

Upon a motion by Commissioner Zelodis Jay, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved the following *Resolution to Adopt the Granville County Personnel Policy.*

RESOLUTION TO ADOPT THE GRANVILLE COUNTY PERSONNEL POLICY

WHEREAS, Granville County (the "County") contracted with the Management and Personnel Services Group, Inc. (the "MAPS Group") to perform a comprehensive Classification and Pay Study;

WHEREAS, in conjunction with the comprehensive Classification and Pay Study the County worked with the MAPS Group to update and modernize its personnel policies;

WHEREAS, the Board of Commissioners has repealed the Granville County Personnel Ordinance adopted October 21, 1996 as amended with an effective date of January 16, 2021; and

WHEREAS, the County Manager recommends that the Board of Commissioners adopt the Granville County Personnel Policy as presented during the January 4, 2021 Regular Meeting with an effective date of January 16, 2021.

NOW, THEREFORE, BE IT RESOLVED BY THE GRANVILLE COUNTY BOARD OF COMMISSIONERS AS FOLLOWS THAT THE PERSONNEL POLICY IS HEREBY ADOPTED EFFECTIVE 12:00 A.M. ON JANUARY 16, 2021.

BOARD AUTHORIZED COUNTY STAFF TO NEGOTIATE A LEASE FOR 9,600 SQUARE FEET IN THE DUTCH VILLAGE COMMERCIAL AREA TO PROVIDE A SATELLITE SPACE FOR GRANVILLE COUNTY SOCIAL SERVICES

County Manager Felts stated that the purpose is to obtain direction form the Granville County Board of Commissioners on the possible location for a Granville County Social Services Satellite Office. He said they have been working diligently trying to find some additional space for Social Services in the southern part of the County. In March 2020, due to the pandemic, the County secured temporary space to allow for better social distancing with our DSS (Department of Social Services) staff. This lease is set to expire on January 15, 2021 and in a separate agenda item in tonight's meeting the County Manager will be requesting approval to amend the existing agreement until additional office space can be developed. County staff has identified Suite 6A (3,600 square feet) and the adjacent area 6B (6,000 square feet) as a possible location to provide 20-30 Social Services offices along with the needed reception area, restrooms, small and large conference rooms, and office work areas.

Upon a motion by Commissioner Jimmy Gooch, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board authorized the County staff to negotiate a lease for 9,600 square feet in the Dutch Village commercial area to provide a satellite space for Granville County Social Services.

BOARD AUTHORIZED COUNTY MANAGER TO EXECUTE AN AMENDMENT TO THE EXISTING LEASE WITH CENTRAL CHILDREN'S HOME FOR THE USE OF TEMPORARY SPACE FOR AN ADDITIONAL 3-6 MONTHS AT THE CURRENT LEASE RATE OF $5,000.00 PER MONTH

County Manager Felts stated that the purpose is to obtain approval to extend the lease agreement for Temporary DSS (Department of Social Services) Facility for 3-6 months. He said they were able to secure a 6-month lease with the option to extend the lease through January 15, 2021. Funding through January 15, 2021 is included in the existing budget. The additional 3-6 months funding will be found within the existing budget or will require an appropriate of fund balance.

Upon a motion by Commissioner Tony W. Cozart, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board approved authorizing the County Manager to execute an amendment to the existing lease with Central Children's Home for the use of temporary space for an additional 3-6 months at the current lease rate of $5,000.00 per month.

BOARD APPOINTED CHAIR HINMAN TO SERVE AS VOTING DELEGATE FOR THE 2021 NCACC LEGISLATIVE GOALS AND VICE CHAIR COZART AS AN ALTERNATE

County Manager Felts stated that the NCACC Legislative Goals Conference is January 13-15, 2021. He said the Board needs to appoint a voting delegate for the 2021 NCACC Legislative Goals Conference and recommended appointing an alternate delegate.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board appointed Chair Hinman to serve as the voting delegate and Vice Chair Cozart to serve as an alternate.

COUNTY ATTORNEY'S REPORT

County Attorney Wrenn gave the Board an update on the progress of the Stovall Senior Center. He said the County has two tracks of property under contract in Stovall. Due to ongoing site assessments, Attorney Wrenn asked that those contracts be extended for another 6 months. He noted that the agreement is to put another $5,000 in earnest money down on the contact that would be applied to the purchase price at closing. He stated he would talk to Mr. Williford and Mr. Frazier about applying the same formula going forward for this next 6 months. He said we anticipate being able to move forward within that time frame, but need additional time for due diligence purposes.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board approved to extend the Stovall Senior Center contract for another 6 months for due diligence.

BOARD PRESENTATIONS

Commissioner Smith stated that the Senior Center was still able to have their Christmas drive through. He thanked the Senior Center for thinking outside the box and keeping the seniors engaged.

Commissioner Cozart talked about the Martin Luther King, Jr. Virtual Program. He thanked Lynn Allred on her work on this project. He stated that they look forward to the essay contest readings.

Commissioner May congratulated Vancle McHenry, who had the honor today of representing his family and Granville County at the swearing in of Lieutenant Governor Mark Robinson. He said he is a nine year old 3rd grader who had the honor of getting a private invite to the swearing in ceremony. He also mentioned that he was glad to see services moving south. He thanked the Board for working with him.

Commissioner Karan wished everyone a Happy New Year.

Commissioner Gooch wished everyone a Happy New Year. He said a lot of the projects that we are voting on now have been worked on for years. He said he is happy to see us move forward. He also mentioned that he is very thankful for the work that Edgar Smoak put in with the Board.

Commissioner Jay wished everyone a Happy New Year and said he looks forward to having a good and blessed New Year.

Chair Hinman wished everyone a Happy New Year. She thanked the Board for the approval of the expansion for Social Services.

COMMISSIONERS ADJOURN

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

Respectfully submitted,
Patrice D. Wilkerson
Deputy Clerk to the Board