

**OXFORD, NORTH CAROLINA**  
**February 1, 2021**

The Members of the Honorable Board of Commissioners of Granville County, North Carolina met in a regular meeting on Monday, February 1, 2021 at 7:00 p.m. via Zoom conference call in order to adhere to the COVID-19 restrictions.

***Present via Zoom were:***

***Chair:*** 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**

Chair Sue Hinman called the meeting to order at 7:00 p.m. She then recognized Commissioner David T. Smith for the invocation and Pledge of Allegiance. At this time, Clerk to the Board, Debra A. Weary, did a roll call. Chair Hinman 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 David T. Smith, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved the consent agenda as follows:

(A) Approved the Summary of Contingency and Use of Fund Balance report 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	\$ 5,664,396

(B) Approved Minutes of the November 16, 2020 and December 7, 2020 Regular Meetings.

**AFTER HEARING PRESENTATION ON HOUSEHOLD WASTE COLLECTION EVENT, BOARD APPROVED FUNDING FOR ADDITIONAL EVENT IN THE SPRING**

Teresa Baker, Recycle and Sustainability Coordinator, reported that Granville County has had successful household waste collection events for eight years. She thanked Commissioner Gooch for his help at the event. She reported that at the Fall 2020 event, a

record total of 32,750 pounds of paint and chemicals were collected and that they ran out of capacity. She noted that paint and chemicals are usually just collected in the Fall at no charge to the County by Veolia. She urged the Board to consider adding the collection of paint and chemicals to the event this Spring as citizens have been cleaning due to the pandemic. These items are banned from the landfill and should be disposed of properly. She noted that some of the hazardous waste is diverted to the North Carolina Department of Agriculture Pesticides Division, the Granville County Sheriff's Office and other recycling places.

County Manager Felts referred the Board to page 43 of the agenda packet that stated cost projections based on the November 2019 and 2020 events are \$17,368 and \$28,824 respectfully.

Mrs. Baker thanked Veolia for their continued donation of services to Granville County. When asked she said she would need approval by April and noted that a limit on the number of paint cans may need to be determined or a fee charged over a certain number of paint cans. She noted that this event is for households and not businesses.

After questions and clarification, the Board took action about the collection event and funding.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Zelodis Jay and unanimously carried, the Board approved authorizing Teresa Baker, Recycle and Sustainability Coordinator, to work with the County Manager on an additional household hazardous waste collection event in the Spring with funding up to \$30,000 from the solid waste fund.

**DURING PUBLIC COMMENTS, ONE SPOKE ABOUT MEDICAID TRANSFORMATION**

**Pamela Perry, 4309 Emperor Boulevard, Durham, NC,** made the following comments and presented a copy to the Clerk:

Medicaid Transformation will begin on July 1, 2021. The Medicaid Transformation plan will transition most of NC Medicaid's services for adults and children into a managed care model. Medicaid beneficiaries will select or be assigned to one of five Prepaid Health Plans (PHP), through which they will access health care services from a network of providers. The North Carolina Department of Health and Human Services will pay the PHPs a set rate for each beneficiary that elects into or is assigned to the PHP, and the PHPs will manage beneficiary health care, provide transportation, care management and health education, and provide additional value-added services.

Carolina Complete Health will operate as a Prepaid Health Plan in the 41 counties that make up Medicaid Transformation regions 3, 4, and 5, including

Granville County. Carolina Complete Health is a joint venture between the North Carolina Medical Society, the North Carolina Community Health Center Association, and Centene Corporation.

Ms. Perry said that a webinar was held last week with local Health Departments regarding this information and that Lisa Harrison, Health Director of Granville Vance Public Health, participated. County Manager Felts requested that Ms. Perry send the link for the webinar to the Clerk.

**BOARD TOOK ACTION REGARDING INFRASTRUCTURE AT TRIANGLE NORTH GRANVILLE**

Chair Hinman said the next item was to consider approval to obtain NCDEQ (North Carolina Department of Environmental Quality) permits.

County Manager Felts explained that during fiscal year 2019-2020 Granville County began an agreement with McGill and Associates for evaluation and design of the utilities needed for Triangle North. Listed below are the elements involved with the agreement and a brief status report for each:

- Services needed to evaluate the park's water supply needs and to design the water supply infrastructure necessary for the park's buildout, and to provide bidding and construction documents for the installation.

Status: The evaluation and waterline design have been completed. The designed system consist of a 12" diameter water line connecting at the intersection of US 158 East and Tabbs Creek Road and routing within the right of way of Tabbs Creek Road and the Triangle North spine road. The design accommodates Phase I of Triangle North with designed capacities needed to extend the system into Phase II. The utility extension conforms to NCDEQ and the City of Oxford's requirements and has an engineering cost estimate for construction at \$1,500,000.00.

The second phase of this element is to obtain the necessary permits needed for construction. Approval is required from NCDEQ and once permitted has an active life of two years. The permit holder can request an extension of the expiration date if work has not begun within the allowed time. In addition to the NCDEQ permit, an encroachment agreement is required along Tabbs Creek Road as well as an Erosion Control permit. He noted that the recommendation is to obtain the NCDEQ water extension permit and necessary North Carolina Department of Transportation (NCDOT) encroachment agreement but holding application for the Erosion Control permit until we are closer to a construction start date.

- Evaluate the existing gravity sewer, pump station and force main, and provide bidding and construction documents for any issues that require update or correction.

Status: The field evaluations are substantially complete. The investigation included the electrical, control and operating systems for the pump station; the condition of the mechanical piping, pumps, and valves; and the general condition of the wet well. A visual inspection has been performed of the gravity system and the manholes were cleaned of debris. A flow test and visual inspection of the force main was also performed.

He noted that included in the agenda and attached to this report is a Field Report issued from McGill and Associates that reviews their initial findings, the final report of the conditions and recommended corrections is forthcoming. No action is required at this time.

- Planning for Phase II of the Triangle North Park

Status: McGill and Associates have produced a conceptual subdivision plan but no other work on this phase has been produced. No action is required at this time.

Status Summary: As indicated above, the waterline design is ready for permitting. Recommendation is to proceed with the NCDEQ permitting and begin the process of determining potential funding sources needed for the construction. The evaluation and recommendations for the pump station, gravity system and force main should be completed within the next 60 days. At this point, work is being held for the planning phase until the water and sewer work has been complete. He noted that funds exist within our fiscal year 2020-2021 Budget for Triangle North Improvements.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board approved directing McGill and Associates to acquire the necessary NCDEQ permits for proposed water supply infrastructure at Triangle North Granville.

**BOARD APPROVED DESIGN SERVICES FOR SOUTH BRANCH SATELLITE OFFICE FOR THE DEPARTMENT OF SOCIAL SERVICES**

Chair Hinman said the next item was to award Design Services Agreement for interior alteration for a South Branch Satellite Office for Granville County Social Services.

County Manager Felts explained that lease space has been located in Butner for the expansion of Granville County Department of Social Services. The space, consisting of two units within the Dutch Village Shopping Center, contains a total of 9,600 square feet and has the capacity to contain approximately 25-30 offices, client interview rooms, a training room,

and a public lobby. This request is to award a Design Services Agreement to Stephen Baxter Architect, PLLC for the necessary space planning needs, and to produce the construction bid documents needed for the space alterations and permitting requirements. He noted that this project was unbudgeted in the fiscal year 2020-21 annual budget, however, it could be funded with existing funds within the budget.

County Manager Felts noted that the design services would not be initiated until the lease agreement is agreed upon. When asked about COVID funding for the project, Mr. Felts said there was not any COVID funding available but there may be some subsidy funding.

Upon a motion by Commissioner Tony W. Cozart, seconded by Commissioner Jimmy Gooch, and unanimously carried, the Board approved the following in regards to Design Services for a South Branch Satellite Office for Granville County Social Services in the Dutch Village commercial area:

- Exempting the County from the Mini-Brooks Act (North Carolina General Statute 143-64.32 /written exemption of particular contracts), requiring Request for Qualification based selection for professional services based on (a) the contract value is less than the mandatory threshold of \$50,000.00, and (b) The work has a time sensitive schedule due to the lease cost of the space.
- Awarding a fixed price design service agreement to Stephen Baxter Architect in the amount of \$28,800.00.

**BOARD RENEWED RECYCLING COORDIANATOR MEMORANDING OF UNDERSTANDING**

Chair Hinman said the next item was a review of the Recycling Coordinator Position and to consider renewal of the Memorandum of Understanding (MOU) with the School System.

County Manager Felts said that following a report from the Granville County Environmental Affairs Committee to the Granville County Board of Commissioners in June 2010, the Commissioners discussed their desire to hire a Recycling Coordinator to work with the schools. Granville County has participated with the School System each year since fiscal year 2010-2011. The County has contributed \$13,500 annually since fiscal year 2012-2013.

A draft Memorandum of Understanding (MOU), consistent with prior year MOUs, was included in the agenda requesting the level of County support to continue at \$13,500. The MOU is intended to:

1. Increase recycling efforts within the schools and community
2. Decrease waste handling costs among schools and local governments
3. To promote local job growth

County Manager Felts noted that this partnership has been very successful. He stated that in a review of contracts, it was discovered that the County and School System did not have a MOU in place for the 2020-2021 fiscal year and that a copy of the 2020-2021 Memorandum of Understanding between Granville County and the School System was included in the agenda.

Commissioner Zelodis Jay made a motion to continue the program and approved the MOU for fiscal year 2020-2021. Commissioner Jimmy Gooch seconded it.

Commissioner Cozart commended Mrs. Baker for the programs at the schools to engage students in recycling efforts.

Commissioner Smith echoed his comments and said that funding of the program is money well spent and that he hopes that educating students will help improve our road conditions in the future.

When Chair Hinman called for a vote on the motion it passed unanimously to continue the recycling partnership with Granville County Public Schools and to renew the Recycling Coordinator Memorandum of Understanding (MOU) for fiscal year 2020-2021 in the amount of \$13,500.

**BOARD MADE REAPPOINTMENTS TO THE OXFORD ZONING BOARD OF ADJUSTMENT**

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board reappointed Leonard Overton (District 2) and Steve Pruitt (District 2) to the Oxford Zoning Board of Adjustment as Extra-Territorial Members.

Upon a motion by Commissioner Sue Hinman, seconded by Commissioner Russ May, and unanimously carried, the Board reappointed LuAnne Elliott Gilligan (District 3) and Annie Nesbitt (District 3) to the Oxford Zoning Board of Adjustment as Extra-Territorial Members.

Upon a motion by Commissioner Tony W. Cozart, seconded by Commissioner Russ May, and unanimously carried, the Board reappointed Harold Satterwhite (District 4) to the Oxford Zoning Board of Adjustment as an Extra-Territorial Member.

**COUNTY MANAGER'S REPORT**

County Manager Felts reported that there will be two announcements during *Any Other Matters*.

### **BOARD PRESENTATIONS**

Commissioner May reported that he along with Commissioner Karan, Attorney Wrenn, County Manager Felts, Scott Schroyer and others met with a member of Senator Thom Tillis' office regarding funding opportunities from proposed infrastructure bills. He said they hope to assist and bring resources to the South Granville Water and Sewer Authority (SGWASA) to minimize impact and concerns with grants or low interest loans.

Commissioner Gooch thanked Commissioner May for setting up the meeting with Senator Tillis' office regarding funding opportunities. He said SGWASA is now in position for funding if a bill passes. He said he hopes the connection with Senator Tillis' office will help with other projects in Granville County.

Commissioner Karan reported from the Parks, Recreation and Greenways Advisory Committee that he and Commissioner Hinman serve on, that the Tar River Land Conservancy (TRLIC) is launching three new projects: Horseshoe Road Conservation Area, Robertson Creek Nature Preserve and Roberts Chapel Conservation Area. TRLIC is also working another project that is an extension of Ledge Creek known as Picture Branch Nature Preserve. He said that Black Ox, a local manufacturer of tire sealant for bicycle tires, is approaching Triangle North Granville regarding a partnership for a mountain bike trail on unusable space. He said that he wanted to reignite a fire regarding a recreation site in the southern Granville area in the Woodland Church/Graham Sherron area that was identified by the Fire Services for an additional fire station. He said the Fire Services Committee was dissolved and the Emergency Services Committee was created and now the Emergency Services Committee is now looking to create a Fire Services Sub-Committee. He said he wanted to talk about it at the retreat or an upcoming meeting and noted that Commissioner May would like to serve on the Fire Services Sub-Committee.

Commissioner Jay echoed comments from Commissioner Karan regarding a satellite fire station in the southern Granville area. He reported that the Solid Waste Committee met and talked about issues at the NC Highway 56 Convenience Site. He said they continue to look for an additional convenience site location in that area and asked Commissioners Karan and May to be on the lookout for a possible site.

Commissioner Smith said Commissioner Karan and Jay had already mentioned the Emergency Services Committee and the fire services issues that are a challenge. He then commended Granville Health System and the volunteers for their efforts to vaccinate our citizens.

Commissioner Cozart echoed Commissioner Smith's comments about the vaccine efforts by Granville Health System and noted that he has had many calls commending the hospital on their efficient clinics. He reported that he found out that Cardinal Innovations has a program that provides temporary housing opportunities, as well as Franklin-Vance-Warren Opportunity.

Chair Hinman thanked everyone for their thoughts and prayers after her recent fall. She then thanked Teresa Baker and Scott Phillips for their continued efforts and hard work.

**MEETING ANNOUNCEMENTS MADE DURING ANY OTHER MATTERS**

County Manager Felts read the following announcements for inclusion in the minutes:

**Special Meeting Notice:**

Please take notice that the Granville County Board of Commissioners will hold a special meeting on Wednesday, February 10, 2021 beginning at 3:30 p.m. at the Granville County Expo and Convention Center located at 4185 US Highway 15 South, Oxford, NC 27565. Due to COVID and holding virtual meetings, Granville County has not held a closed session to update new commissioners on various items. The meeting will consist entirely of a closed session pursuant to General Statute §143-318.11(a)(3), (4) and (5): to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged; to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations; and to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.

**Granville County Board of Commissioners Change of Retreat Meeting Dates**

Due to COVID 19 Vaccine Clinics at the Expo Center, the retreat dates of the Granville County Board of Commissioners will be changed from Thursday and Friday, February 18<sup>th</sup> and 19<sup>th</sup> to Wednesday and Thursday, February 17<sup>th</sup> and 18<sup>th</sup>. The meeting on Wednesday, February 17<sup>th</sup> will begin at 5:45 p.m. and on Thursday, February 18<sup>th</sup> will begin at 9:00 a.m. and will be held at the Granville Expo and Convention Center located at 4185 Highway 15 South, Oxford. Due to the continued COVID-19 State of Emergency, the boardroom will be closed to the public and the meeting will be held via Zoom conference call.

He stated that Zoom links will be available for both days and sent to the sunshine lists.

**COMMISSIONERS ADJOURN**

Upon a motion by Commissioner Tony W. Cozart, seconded by Commissioner Jimmy Gooch, and unanimously carried, the Board adjourned at 8:07 p.m.

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