

**OXFORD, NORTH CAROLINA**  
**May 10, 2021**

The Members of the Honorable Board of Commissioners of Granville County, North Carolina met on Monday, May 10, 2021 at 2:00 p.m. in the Meeting Room, Granville Expo and Convention Center, 4185 US Highway 15 South, Oxford. The purpose of the meeting was to begin working on the proposed submitted budget for FY 2021-2022.

***Present were:***

***Chairman:*** Sue Hinman

***Commissioners:*** Tony W. Cozart (arrived @ 2:08 p.m.) 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 and recognized Commissioner Zelodis Jay for the invocation and the Pledge of Allegiance.

**OVERVIEW OF SERVICE EXPANSIONS**

County Manager Felts explained that 38 service expansions totaling \$5,898,870 were submitted and included in the proposed budget notebook. He noted that there were no funds available for service expansions and that 1 penny on the tax rate = \$514,878. At this time, Mr. Felts reviewed the list of service expansions.

**BREAK**

At 3:32 p.m., Chair Hinman called for a break. The workshop resumed at 3:51 p.m.

**BUDGET DISCUSSION AND DELIBERATION**

The Board began discussion and deliberation of the service expansions.

**BOARD RECESSED**

The Board recessed at 5:10 p.m.

**BOARD RECONVENED**

The Board reconvened on Tuesday, May 11<sup>th</sup> at 8:30 a.m. Commissioner Tony W. Cozart had the blessing followed by breakfast.

**PRESENTATION OF PROCLAMATIONS TO LAW ENFORCEMENT OFFICERS COMMEMORATING PEACE OFFICERS MEMORIAL DAY ON MAY 15, 2021**

Chair Hinman welcomed and thanked representatives for their service from the Granville County Sheriff's Office, the Oxford Police Department, the Creedmoor Police Department, the Stovall Police Department and the Stem Police Department that were in attendance. Officers of Butner Public Safety were honored at a later date due to a conflict for today. Commissioner May made comments and read the following proclamation presented on behalf of the Board and then Commissioner Smith made comments:

**Proclamation Designating May 15, 2021 as Peace Officers Memorial Day**

WHEREAS, in 1962, President John F. Kennedy signed a proclamation which designated May 15 as Peace Officers Memorial Day. This date falls within National Police Week, May 9-15, 2021, and recognizes our law enforcement officers and remembers those Peace Officers who have made the ultimate sacrifice; and

WHEREAS, the Granville County Board of Commissioners supports and recognizes the vital role law enforcement officers have within our communities and county. These servants and their families make enormous personal sacrifices but have answered their community's call to serve; and

WHEREAS, those who pursue such a profession understand that it comes with inherit danger and at any given time they may have to place themselves in harm's way to secure the well-being of others.... often strangers. This year alone over 119 law enforcement officers across our nation have died in the line of duty; and

WHEREAS, most recently, two Sheriff's Deputies from Watauga County lost their lives while conducting a health and welfare check. Upon entry into a home, they were met by gunfire and were both fatally wounded. The loss of any innocent life is one too many and the loss of a law enforcement officer should cause all citizens to be sickened. They are our protectors and represent what is good within society. They go to a destination, knowing there is danger, but they go on our behalf and for this they are extraordinary servants.... for many of us would never tread where they must go; and

WHEREAS, being a law enforcement officer is a noble and honorable profession. It is a profession which many cannot do or will never attempt due to the rigors of the profession. Law enforcement officers must be highly trained and appropriately resourced to meet the challenges of today. This board has already taken a significant step on behalf of the citizens of Granville County by commissioning a new law enforcement center and will continue to appropriately resource the Sheriff's Office to meet the growing needs of our county; and

WHEREAS, as we state our support for our law enforcement officers, they know, and it is expected they daily build relationships and trust with the residents they serve, they must do so with honor and integrity. Daily protecting the innocent, aiding those in need with dignity and compassion, and performing their duties in a fair and impartial manner. They must perform

their duties in keeping with the highest law enforcement standards and remain faithful to their solemn oath;

NOW, THEREFORE, BE IT PROCLAIMED, that the Granville County Board of Commissioners remember and honor those Peace Officers who have fallen in the line of duty and recognize our support for our Granville County Sheriff's Office and Deputies, Municipality Police Departments and Officers, the North Carolina State Highway Patrol and Troopers and our other state and federal partners.

This the 11th day of May 2021.

**WORKSHOP RESUMED**

Chair Sue Hinman called the budget workshop back to order at 9:16 a.m. Commissioner David T. Smith had the invocation and led the Pledge of Allegiance. Commissioner Russ May left at 9:16 a.m. and returned at 11:02 a.m. due to a family matter.

**SHERIFF CHARLES R. NOBLIN, JR. ANSWERED QUESTIONS**

Chair Hinman called up Sheriff Noblin for questions about his service expansions for eight (8) road deputies and courthouse security. He said the four (4) deputies at the courthouse were previously road deputies and that full-time positions are needed at the courthouse to manage the volume there. When asked about School Resource Officers (SRO), he said that some SROs cover three schools, so even if a school is closed, a SRO position would not be eliminated.

**UPDATE ON COUNTY HEALTH PLAN, PAY AND CLASSIFICATION PLAN, AND PROPOSED FEE MANUAL**

County Manager Felts recommended that the County remain with Blue Cross Blue Shield insurance with no change to the employee cost, but there will be an employer increase. He said there will be a slight reduction in the employee/spouse and employee/child cost of insurance.

He then reviewed the Pay and Classification Plan in accordance with the Granville County Personnel Ordinance and answered questions. He noted that most changes are with Social Services due to programs and Law Enforcement and Detention due to being at the new facility.

County Manager Felts referred to the Fee Manual on page 119 and noted the four departmental changes for Animal Management Division Fees, Inspections Fees, Planning Fees and Solid Waste Management Fees.

**BOARD APPROVED CEASING ACCEPTANCE OF CONSTRUCTION AND DEMOLITION DEBRIS AT THE GRANVILLE COUNTY CONVENIENCE SITES AS OF JULY 1, 2021**

County Manager Felts referred to a letter that was distributed regarding a meeting held on April 30, 2021 with county staff, solid waste liaison members and GFL staff regarding service issues at the convenience sites. He talked about the concerns and issues such as wait times, residential dumpsters being filled by contractors, and dumping by non-Granville County residents. He noted that Granville County is the only county in the area as well as counties contiguous to Granville County that accepts C & D (construction & demolition) waste at the convenience centers. After questions and discussion, the Board decided to act in order to have a 30 day notice of the change.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Tony W. Cozart, and unanimously carried (6-0), the Board approved ceasing acceptance of construction and demolition debris at the Granville County convenience sites beginning July 1, 2021.

**SUMMARY OF GENERAL FUND REVENUES AND FUND EXPENDITURES**

Steve McNally, Finance Director, referred to the budget document for the summary and general fund revenues and explained information in the budget notebook. The budget was based on the tax rate of 84 cents per \$100 valuation.

County Manager Felts talked about the use of \$5.4M of fund balance to balance the budget. He noted that planning has been done for several years to prepare for this as Granville County targets a range of 30-35% of expenditures for unassigned fund balance, but will be at 42.63% this year. He said a tax increase is not proposed this year, but noted that the budget will be tight.

**EMERGENCY COMMUNICATIONS SERVICE EXPANSIONS**

At this time, County Manager Felts asked for a break in schedule and recognized Trent Brummitt, Emergency Communications Director, for information on the service expansions for simulcast replacement and telecommunicator staffing (4).

Brummitt explained that parts are not made for the simulcast system that is used for paging fire and EMS calls and that this purchase is not eligible for 911 funds. He then talked about staffing challenges and explained about the need for additional telecommunicators by reviewing information in a handout regarding calls for service and added duties of Emergency

Medical Dispatch (EMD) and Emergency Fire Dispatch (EFD). County Manager Felts and Brummitt answered questions by Board members.

**BREAK**

At 10:37 a.m., Chair Hinman called for a break. The workshop resumed at 10:50 a.m.

**BUDGET DISCUSSION AND DELIBERATION**

County Manager Felts talked about budget drivers that have impacted the budget and the use of approximately \$5.4M in fund balance. He said that the normal use of fund balance is \$400,000-\$500,000. Budget drivers included in use of fund balance: increase of 5% in employer health insurance cost; increase in employer funded retirement rate; peak year of debt service; implementation of Pay and Classification Plan; vehicle replacement program added back in budget; ongoing changes with elections due to COVID; School System; Health Department and EMS planned increases; parity in recreation funding including the 275<sup>th</sup> Anniversary event; Volunteer Fire Department increase; Sheriff's Office for radio replacement; utility and maintenance costs of new Law Enforcement Center; and upgrades at Williamsboro Street and DSS Satellite Office.

At this point the Board continued the discussion and deliberation of the service expansion from yesterday.

County Manager Felts then recapped information gathered from the budget workshop of service expansions to be included in the proposed budget to be presented on May 17, 2021:

- Item #10: Elections – Salary Increase for Poll Workers
- Item #15: Economic Development – New Business Recruiter
- Item #16: Oxford Downtown Funding - (One-Time Increase)
- Item #21: Detention Center – Vests & Radios
- Item #22: Detention Center – Transportation Vehicles
- Item #23: Detention Center – (Partial Funding) – Funded 2 new staff positions to work with housing Federal Inmates
- Item #24: Detention Center – (Partial Funding) – Funded 1 new operations sergeant position associated with housing Federal Inmates
- Item #25: Sheriff's Office – (Partial Funding) – Funded 2 deputy positions (Effective January 16, 2022)
- Item #28: Emergency Communications – Telecommunicator Staffing - 2 positions (effective January 16, 2022)
- Item #33: Fire Services – Volunteer Fire Services Stipend

He noted that he would begin earmarking 25% of funding for Item # 27: Emergency Communications Simulcast Replacement.

County Manager Felts noted these items that he was directed to make happen with no increase to overall budget:

- Item #1: Human Resources- Background Screening Change
- Item #3: Finance – Time and Attendance System
- Item #14: Library – MyLibro-Contactless Service

- Item #17: Development Services – New Software for Online Permitting

These items are to be brought back to the Board in the Fall for consideration:

- Item #9: Elections – Overtime for One-Stop Employees
- Item #29: Animal Control – GCSD AC Liaison
- Item #36: EMS – Additional Funding
- Item #37: EMS – Additional Ambulance Unit
- Item #23 & Item #24 will be looked at to evaluate revenues from housing inmates

County Manager Felts said funding for Item #38 – Special Appropriations for Tar River Land Conservancy for \$45,000 has been identified and will be included in the current year budget. He concluded by saying these are the instructions that he identified from the workshop. He noted that the Education funding is pending further discussion after the budget public hearing.

**BOARD ADJOURNED**

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board adjourned at 12:17 p.m.

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