

**OXFORD, NORTH CAROLINA**  
**February 17 and March 18, 2021**

The Members of the Honorable Board of Commissioners of Granville County, North Carolina met for the annual planning retreat in the Meeting Room, at the Granville Expo and Convention Center on Wednesday, February 17, 2021 and Thursday, March 18, 2021.

***Present were:***

***Chair:*** Sue Hinman

***Commissioners:*** Tony W. Cozart (left at 3:00 p.m. on March 18<sup>th</sup>)  
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**

After dinner, Chair Sue Hinman called the meeting to order at 5:48 p.m. She welcomed those in person as well as via Zoom due to COVID. Chair Hinman then gave the invocation and led the Pledge of Allegiance.

**SECOND DAY OF RETREAT POSTPOSED**

Chair Hinman said that the second day of the retreat scheduled for Thursday, February 18<sup>th</sup> will be postponed to a later date due to impending inclement weather.

**WELCOME AND COMMENTS FROM BOARD MEMBERS**

Commissioners made opening comments and mentioned the unprecedented year with COVID and navigating uncharted waters to continue providing services. Board members reflected on the losses of Commissioner Owen T. Roberts and Commissioner Edgar Smoak during 2020. They also mentioned a balanced budget with no tax increase, volunteer fire department needs, schools, SGWASA, economic development, census data, Triangle North, greenways and trails, broadband infrastructure, roads and stimulus funding.

**PRESENTATION FROM GRANVILLE-VANCE DISTRICT HEALTH DEPARTMENT**

Lisa Harrison, Local Health Director at Granville-Vance District Health Department, spoke from the following PowerPoint presentation:

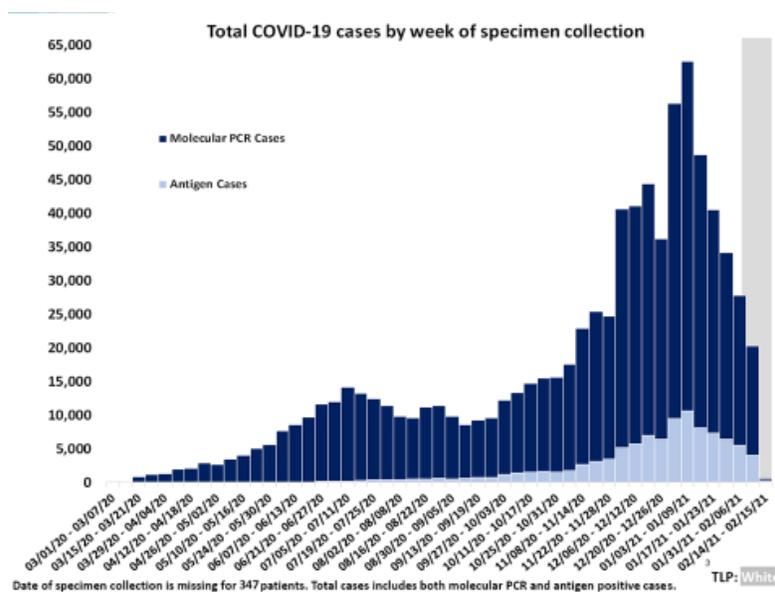
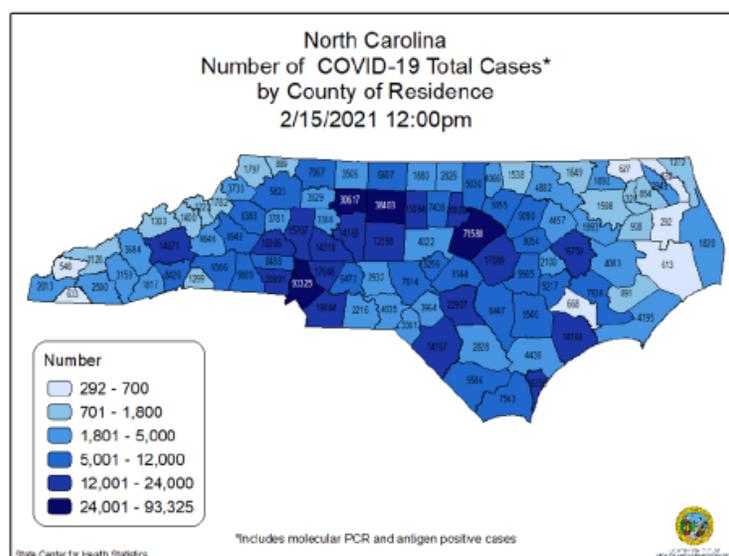
## PUBLIC HEALTH UPDATE COVID-19 AND VACCINATION



**EMERGENCY  
OPERATIONS**

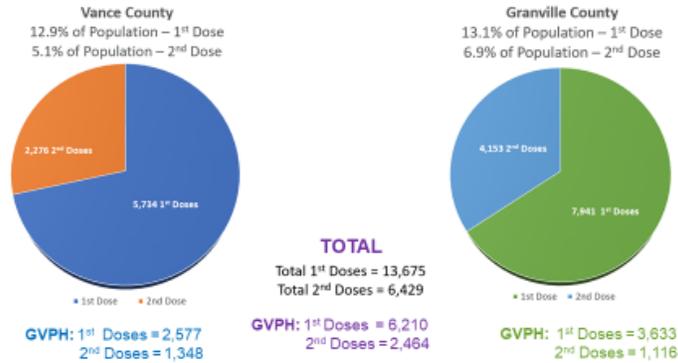


**Lisa Macon Harrison, MPH**  
Local Health Director  
Granville Vance Public Health





## COVID-19 Doses Administered



## THANK YOU

Granville Vance Public Health Multi-Year Funding Plan



## COMMUNICABLE DISEASE FUNDING

A Communicable Disease funding bill was introduced in the House last week by Representative White from Johnston County:

<https://www.ncleg.gov/Sessions/2021/Bills/House/PDF/H61v0.pdf>

This bill asks for an additional thirty-six million dollars (\$36,000,000) in recurring funds for the 2021-2022 fiscal year and the sum of 3 thirty-six million dollars (\$36,000,000) in recurring funds for the 2022-2023 fiscal year to be 4 allocated to local health departments to expand local infrastructure for activities associated with 5 the surveillance, detection, control, and prevention of communicable diseases.

Would love your support and the support of the County Commissioners across NC.



## GRANVILLE COUNTY SPACE UPDATE

- Work started in November
- Asbestos abatement is complete
- Demolition is complete in all buildings
- Framing in all buildings is underway and approximately 70% complete
- Electrical, mechanical and plumbing rough-ins are started and approximately 10% complete
- The estimated completion date is the end of May
- Builder: Harrod & Associates Constructors, Raleigh



## DAILY COVID-19 ACTIVITIES AT GVPH

Since March 2020, our District Communicable Disease team has been:

- Testing patients
- Managing case investigation and contact tracing for all cases.
- Managing inordinate amounts of data in NCEDSS, CCTO, and Excel
- Connecting those isolating or quarantining with resources to meet essential needs (i.e. food, transportation, etc.)
- Following, documenting, training, and communicating through 10 outbreaks and numerous clusters across long term care facilities (LTCF), a federal prison, state facilities, hospital rehabilitation, child-care centers, businesses, and schools



## DAILY COVID-19 ACTIVITIES AT GVPH

- Providing guidance, memos, and control measures to LTCF, businesses, health care facilities, child-care centers, court system, school system, etc.
- Conducting daily in-person and telemedicine visits in primary care
- Managing nurse triage lines for both counties
- Hosting community-based testing events for vulnerable populations
- Communicating with the public, the media, and local leaders through media, social media, website updates, and daily emails (<http://gvph.org/COVID-19/>)
- Communicating internally with a new sense of urgency and standardization

Shifting our priorities to vaccination but, these activities continue.



## 2021 PRIORITIES

1. Continue our newfound role as **'everything to everybody'** related to COVID-19 as well as public health / prevention / primary care / oral health services for as long as it takes to get vaccinations out the door to as many as want them – we are hoping this will round out by June, 2021 for the most part and then become more normal operating business rather than so much extra around the edges.
2. Find new ways to begin **Integrated / Collaborative Care** as more and more people will need our expansion into behavioral health services.
3. **Link all areas of the health department well** to connect patients, staff, and community in the district model – special attention has gone to getting our **dental clinic** off the ground and new attention will be placed in getting our **school-based services** started once things at school continue to level out and students are there again every day.

\*\*\*Continue to find creative, generous, and joy-filled ways to support / retain our staff and honor their incredible dedication and work ethic.  
This year has been amazing.

After the presentation, Mrs. Harrison answered questions and listened to comments from Board members. She noted that the demand for COVID vaccines is high and supply is limited. She talked about site locations, noting that they have used the Expo Center for clinics. She was asked to consider having more vaccine sites in the southern end of the County and to work with the school system on protocols to get schools reopened.

Chair Hinman thanked Ms. Harrison and her team for their hard work during the pandemic and for the efficiency of their vaccine clinics.

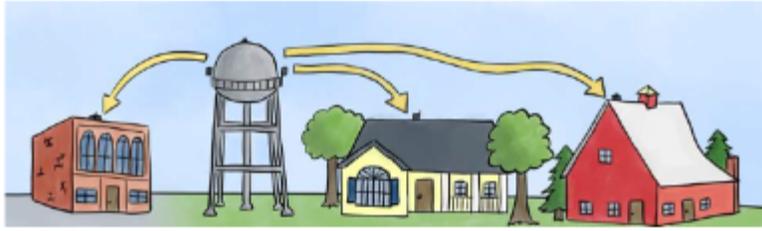
### **BREAK**

At 6:49 p.m., Chair Hinman called for a break. A reminder was made that the 275<sup>th</sup> anniversary books and coins are on sale. The retreat resumed at 7:00 p.m.

### **OPEN BROADBAND UPDATE**

Allen Helias, Area Manager for North Central NC, Open Broadband LLC, spoke from the following PowerPoint presentation:





HELLO!

**We're Open Broadband.** Our goal today is to ensure collective understanding of the project vision, project scope, and partner expectations to meet the goals and priorities for broadband deployment as it relates to local economic development, business retention and growth.

---

## Long Term Vision

*Construction, Connection, Expansion*

---

## Key Themes

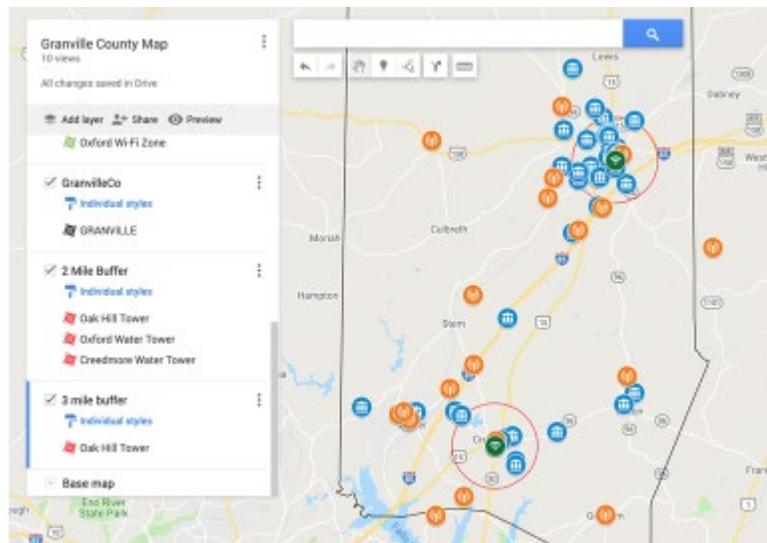
- There is universal demand for higher speeds across sectors: public, private, residential, commercial
  - Affordable internet options
  - Economic competitiveness, educational opportunity and talent attraction and retention go hand in hand
  - Students Connectivity/ Online Classes
  - Business attraction and retention
-

## Timeline & Short Term Goals

	Year 1	Year 2	Year 3	Year 4	Total
Sector Deployments	2 sectors	Additional Potential	Additional Potential	Additional Potential	Entire County
Oak Hill - 30	Sector 1 deployment in first 120 days	Sector 3 deployment in first 120 days	Sector 5 deployment in first 120 days	All remaining sectors deployed in first 120 days	
Wilton - 60	Sector 2 deployment in 180 days	Sector 4 deployment in 180 days	Sector 6 deployment in 180 days	Customer installs begin in all remaining sectors in 180 days	
Oxford Water Tower - 90	Customer installs begin in Sector 1 in 180 days	Customer installs begin in Sector 3 in 180 days	Customer installs begin in Sector 5 in 180 days		
	Customer Installs begin in Sector 2 in 210 days	Customer Installs begin in Sector 4 in 210 days	Customer Installs begin in Sector 6 in 210 days		

### Priority Areas & Initial Sector Deployments

Oak Hill  
Wilton  
Oxford Water Tower



### Sector 1: Oak Hill

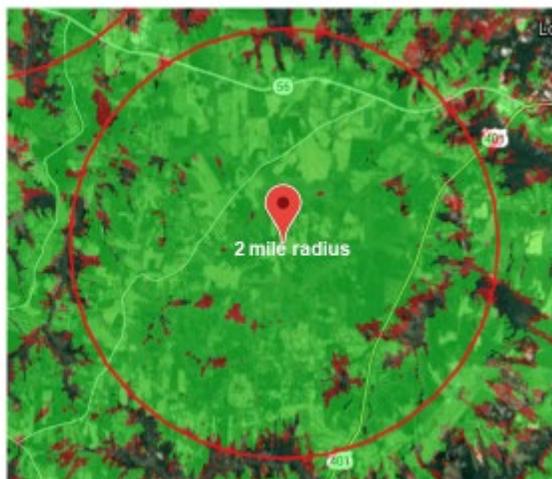
8266 Charlie Stovall Road,  
Oxford, NC 27565

- County owned communications tower
- Height: 322 ft
- Pictured: LTE (non-line of sight) propagation map
- Speeds of 50mbps/20mpbs



### Sector 2: Wilton Tower

- Wilton Monopole
- Height: 180 ft
- Pictured: LTE (non-line of sight) propagation map
- Speeds of 50mbps/20mpbs



### Sector 3: Oxford Water Tower

- Water tower
- Height: 177 ft
- Covers downtown Oxford, municipal buildings and Wi-Fi zone
- Pictured: LTE (non-line of sight) propagation map
- Speeds of 50mbps/20mpbs



Wi-Fi Zone: Oxford



Open Broadband Webpage Sign Up Live



Monthly Newsletters



## Concluding Items

- Confirm Equipment
  - Risk Management
  - Next steps
    - Finalize tower installation dates
    - Testing Phase
    - Customer Testing and Installations
- 

After the presentation, Board members asked questions and expressed concerns about broadband coverage in the Stovall, Bullock, Grassy Creek, Oak Hill, Stem, Dickerson and Fairport areas. Commissioner Karan mentioned that there may be some broadband grants available through the NTIA (National Telecommunications and Information Administration) and asked Open Broadband representatives to check into this.

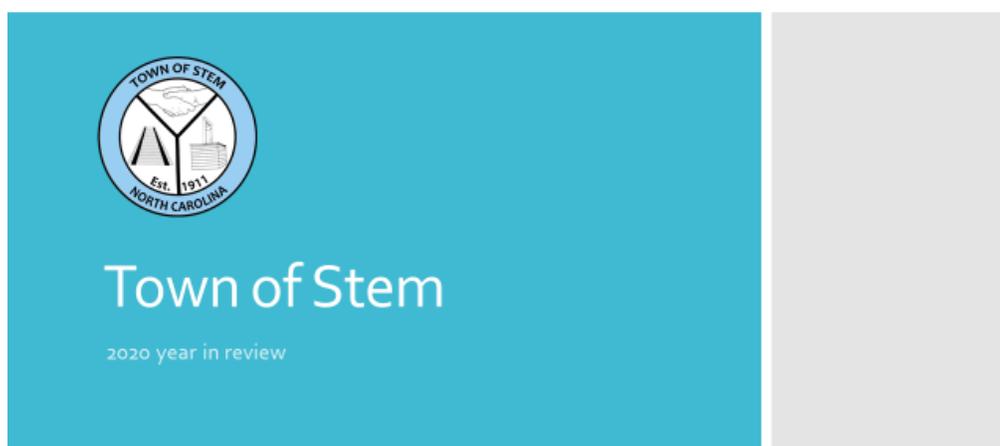
Chair Hinman stressed that broadband is very important to our citizens especially during the pandemic as many are working and attending school from home and need good internet service

County Manager Felts said that he would follow-up with Congressman David Price's office about broadband issues and available funding as requested.

### **PRESENTATIONS BY REPRESENTATIVES FROM STEM, STOVALL, OXFORD, BUTNER, AND CREEDMOOR,**

#### **Stem**

Stem Mayor Casey Dover spoke from the following PowerPoint presentation:



## Completed and Approved 20 year plan

- The Stem Planning Board completed the Town of Stem's 20 year plan in January 2020.
- Stakeholders reviewed the plan and community information sessions were held in February.
- The Stem Board approved and adopted the "First ever Stem 20 year plan" in February 2020.
- The Planning Board is currently working on updating the Town's zoning/ordinances to support this plan.
- The updated ordinances are expected to be completed by the end of Q1 2021 and adopted by the Board in Q2.
- Finalized a plan to add 147 home Mangum Farms II .



## Renovations to Town Hall

- Replaced windows in front of Town Hall and in the police department.
- Painted shutters and awning in front of Town Hall.
- Replaced signs.
- Addition of a retired American flag drop box.
- Removed collapsing awning from building next to Town Hall.



## Updates to Website

- Complete redesign and launch in July 2020
- Next steps are to add archive of meeting minutes and build out commissioner information and police department pages.
- With the site being the hub for "All things Stem"



## Stem Fire& EMS

- Donation of \$10,250 to assist with state 50/50 grant.
- Continued funding of day time driver \$35,660 (7AM-5PM M-F).
- \$2800.00 donation to the Fire Department to purchase equipment to sanitize Fire Department and Town properties including Town Hall, Jack Day Community Park and police vehicles.



## Park Updates

- Addition of Water Fountain.
- Completed on concrete work to make wheelchair accessible.



## Plans for 2021

- Multiple Repaving projects.
- Complete Refinancing of property in center of Town.
- Create Steering Committee with focus on Downtown development.
- Continual updates to Town ordinances.
- Establish an Extra Territorial Jurisdiction. (ETJ)
- Continue to refine and grow the stemnc.org website.



Chair Hinman thank Mayor Dover for his presentation.

### **Stovall**

Commissioner Smith announced that Mayor Janet Parrott was sick and unable to attend.

A video on the Town of Stovall was viewed and then County Manager Felts read the following message from Mayor Parrott:

Stovall now has a website – [www.stovallinc.org](http://www.stovallinc.org)

As you are all aware, 2020 and 2021 so far has been an unusual year and has affected almost every area in our lives.

Stovall's main focus was to maintain our services the best we could under the circumstances. There were grave concerns if revenues would come in that were needed in order to operate.

Thankfully, Stovall came out of 2020 "okay" financially. We continue to "expect the worse and hope for the best"

Some items that may be of interest since last County retreat:

- Stovall made improvements at the park to the gazebo.
- Stovall is working on improvements and repair to our streets. We are spreading the improvements out as funds come in to town.
- Stovall is contracting out the sewer plant operations, and it is working out great.
- Stovall is beginning to see some growth in the town, as we have had several dwellings built and have recently rezoned an area for housing.
- The Town has reduced water loss by 25% due to the work of our employees, commissioners and Rural Water coming together and zoning in on all possibilities.
- Stovall is currently updating our zoning ordinances
- Stovall is planning a Community Day for the citizens of Stovall in the spring or early summer to show our appreciation to our citizens.
- Stovall received a protection 5 fire rating from a 9S. Thanks to the County and Stovall Volunteer Fire Department and for all that made this possible.

We are very hopeful and excited about the possibility of a new Senior Center in Stovall. It will be a great asset for our seniors in Northern Granville and a much safer area.

Thank you,  
Janet Parrott

Chair Hinman announced that the 275<sup>th</sup> Anniversary Committee is looking for videos like the one from Stovall to place on the website to highlight Granville County's municipalities if any are available from others.

### **Oxford**

Oxford Mayor Jackie Sergent spoke from the following PowerPoint presentation:



## Vision

The City of Oxford will partner with the community  
To build upon the charm and character  
Of our historic, vibrant, and walkable City  
To create an extraordinary quality of life for all

## 2020 Highlights



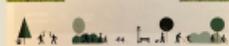
- Water/Wastewater Projects
  - Working on ~50% of 10 yr CIP
  - ~40% complete / in construction
  - ~ 3 yrs more, includes median on College
  - KLRWS expansion – hope for 2021 start
- Streets
  - Resurfacing to date – 2.2miles
  - Resurfacing to come
    - City 3.2m
    - DOT ~6m; award bid May/June
  - Roundabout – March/April
  - DT Master Plan striping



## 2020 Highlights



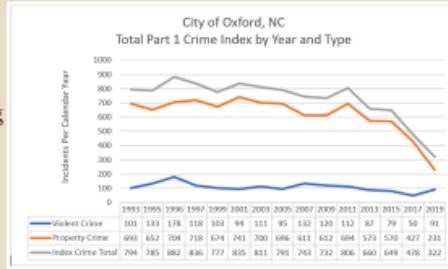
- Downtown businesses
  - Strong Arm, Orpheum completed
  - TWBC expanding; brewing stays in Oxford
  - Proud of Main St Champions
    - Lori Dutra 2020
    - David/Shernita Powell 2021
- Parks / Recreation
  - P/R Master Plan -
  - Hix Field Master Plan
  - Hix renovation – building, drive, ADA rocker, public WiFi



## 2020 Highlights



- Planning
  - CBDG – CV to help with rent, mortgage, utilities
  - Planned developments on track
  - UDO draft in review
- Police Department
  - Crime rate improving
- Fire Department
  - Business as usual



## Pandemic Challenges



- Revenue decreases
  - Parks and Recreation
  - Utility Franchise Tax
  - BUT – County CARES Act distribution – THANK YOU
- KLRWS expansion costs ~\$16M > estimate & funds
  - Oxford expects new funding award to apply
  - Potential to pull money from reserves
  - \$3-4M remaining
  - Looking at possible phasing



## Pandemic Challenges



- **CANCELLED**
    - Hot Sauce, Halloween, MHCO, Xmas parade, AA5, Beer Fest...
    - Businesses during shut-down
    - Re-opening at diminished capacity
    - Orpheum unable to open for business
    - Area Gyms
    - City Parks, Gym, and P&R programming
- Proud of our DT businesses and pivoting to adapt
- Take out/porch drop creativity
  - Reverse Christmas Parade, Mums Morning Out..
  - DC'd water disconnect before Gov mandated



## GC Partner Opportunities



- Economic Development
  - Allow municipalities to choose own representatives to advisory board?
  - Consider reformatting structure to increase cooperation and collaboration between county and municipalities?
- Parks and Recreation
  - County long range P/R plan?
  - Oxford P/R services – 59% are county residents
  - Coordinate on long range planning re: resource allocation & asset location for efficiency and max GC quality of life?

\*\*Noted that Oxford P/R services should be 54 or 56% instead of 59%.

## GC Partner Opportunities



- Downtown Oxford
  - CBD is critical to Oxford's long-term well-being
    - Appeal - current/future residents
    - Vision / DT Master Plan
  - County property - big swath
  - Opportunity to collaborate?
    - Planning to meet everyone's vision – parking etc
- Oxford's success is your success



## GC Partner Opportunities



- Land use, utilities, facilities etc coordination
  - ETJ limits static
  - Development needs utilities
    - Municipal utilities are permanent fix to water/wastewater
    - Usually require annexation and adherence to city guidelines
    - Wells and septic are less long-lasting
    - Failure default is city connection, without City input at development stage
  - LE Center is great example of coordination  
Let's continue that path!





After the presentation, Oxford City Manager Alan Thornton said that 2020 was the year of COVID and they did not remain static but continued to work. He noted that Granville County is going to grow and Oxford would like to work with Granville County and other municipalities. When asked, he talked about mutual aid agreements.

**Butner**

Butner Town Mayor Terry Turner spoke from the following PowerPoint presentation:

# Butner Review

GRANVILLE COUNTY BOARD OF COUNTY  
COMMISSIONERS RETREAT  
FEBRUARY 17, 2021



# Butner Town Council



# Butner Growing

Butner is the global headquarters for Nugget. One of the fastest growing companies in the US for the last three years.



# Butner Growing



Firstmark



# Butner Growing

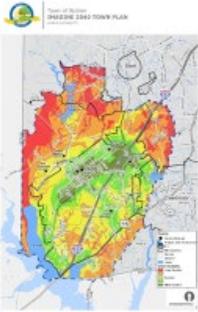


Veteran's Life Center

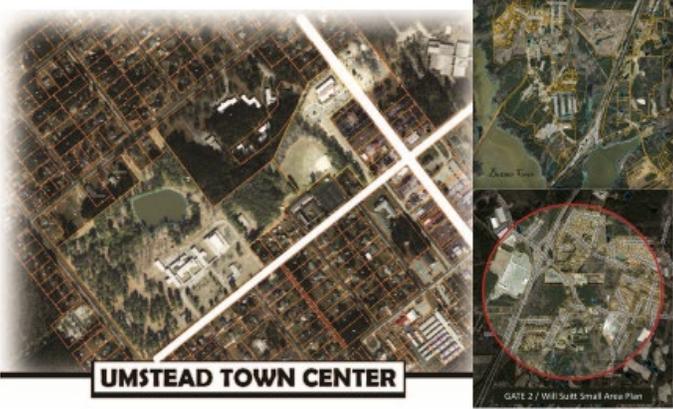


# Butner Thinking Ahead

- Land Development Ordinance Update
- Imagine Butner 2040
  - Limited land area
  - Maximize existing infrastructure
  - Enhanced development standards to create walkable, mixed-use centers, interconnected residential areas, and high-value natural corridors to enhance a small town vibe
  - Includes Small Area Plans



# Butner Thinking Ahead



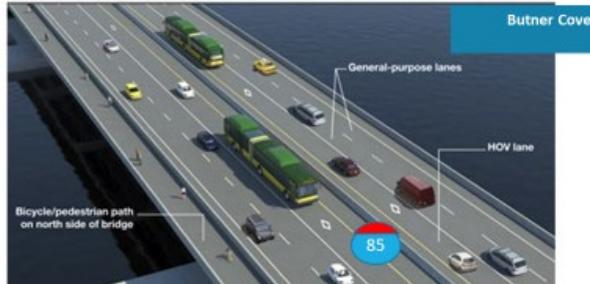
# Butner Thinking Ahead

• Long-Range Planning Streets, Sidewalks, Greenways



# Butner Thinking Ahead

• Long-Range Transportation and Regional Recreation

A composite image featuring a 'DEMOGRAPHIC PROFILE' dashboard and a rendering of a modern urban development. The dashboard includes the following data:

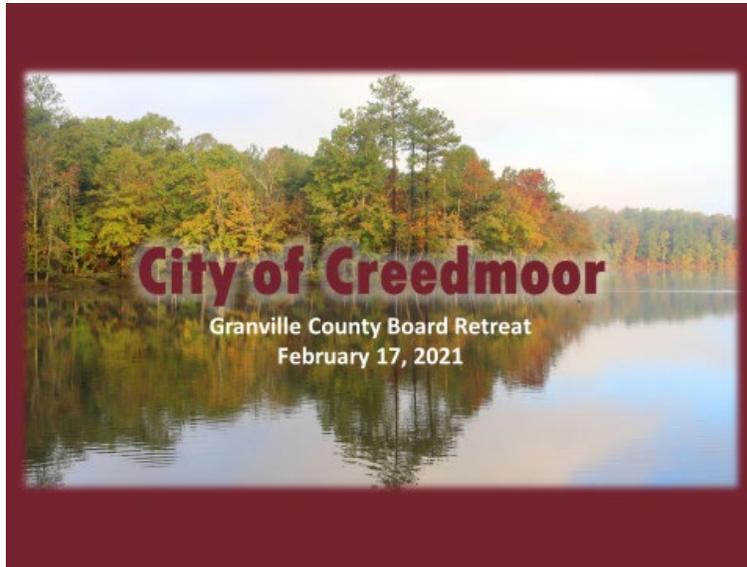
Category	Value
Population	8,043
Median Age	39.8
Median Income	\$40,528
Median Home Value	\$48,197
Median Rent	\$22,135
Median Household Income	\$74,323

The dashboard also shows education levels (High School: 30%, Post-High School: 31%, Postgraduate: 17%), employment (Unemployed: 5.4%, Part-time: 27%, Full-time: 19%), and a bar chart for household income. The rendering shows a modern multi-story building with a mix of residential and commercial spaces, surrounded by trees and a street with string lights.

Mayor Turner talked about the East End Connector Project and asked for assistance with the postal realignment issues in the area along Highway 56 that is Butner but has a Creedmoor address.

**Creedmoor**

Creedmoor Mayor Bobby Wheeler spoke from the following PowerPoint presentation:

A logo for the Creedmoor Board of Commissioners, featuring a stylized grey silhouette of a tree or leafy branch behind the text.

**Creedmoor**  
**Board of Commissioners**



L-R: Del Mims, Kechia Brustmeyer-Brown, Bobby Wheeler, Georgana Kicinski, Ed Mims, and Neena Nowell

# Growth in Southern Granville County



## Current Development

- Amberleaf construction complete and all 92 lots sold
- Brames Crossing approved by Board of Commissioners (171 lots)
- Holly Creek Apartments complete
- Yakamoz Steakhouse on Durham Ave. approved by Board of Commissioners
- Creedmoor Business Park on Douglas Dr.



## Capital Projects



## 109 Park Ave. Opportunity Center



- City acquired property from GCPS in late 2019
- Roof replaced in fall 2020
- RFQs for design and architectural work received in early 2021
- City has allocated \$300,000 to complete design work and begin construction
- Projected Phase 1 completion December 2021

## Cross-City Trail



- 3+ miles of additional greenways/sidewalks
- NC-56 now has complete sidewalk coverage from Moss Hayes Rd. to Lake Rogers
- US-15 sidewalks run from Hillsboro Rd. to Lake Rd.
- City has engaged contractors to light boardwalk/bridge segment
- City installed three pedestrian signals to improve safety at 3 major road crossings

## NC 56/US-15 Alignment

- NCDOT project redesigned the intersections of Lake Rd., Durham Ave., and Wilton Ave.
- Roadwork completed summer 2020
- City will partner with DOT on landscaping improvements



## Creedmoor Community Center



## Creedmoor Community Center

- Renovation of gymnasium and South Granville Senior Center
- Addition of new 15,000 sq ft gymnasium with fitness equipment and indoor elevated walking track
- Multi-purpose field
- Future phases may include outdoor sand volleyball courts, covered seating area, and/or playground equipment
- Construction complete, grand opening TBD.

## Lake Rogers Park Improvements



### Lake Rogers Park Improvements Phase 1



- New shelter, ADA accessible park amenities, and canoe launch.
- Phase I Completed 2019.

### Lake Rogers Park Improvements Phase 2



- Construction of 360' boardwalk to access 7.5 acres on the west side of the lake with walking trails and fishing platforms.
- Completed 2019.



**Thank you**



After the presentation, Mayor Wheeler announced that Gerald C. Smith had been hired as the new Creedmoor City Manager and will begin hopefully the end of February or early March. He thanked Interim City Manager Mike Turner for his work with Creedmoor during the interim.

Interim City Manager Mike Turner said they are excited about all of the recreational opportunities coming to Creedmoor including hosting the Cycle NC event in the Fall of 2021.

Mayor Wheeler thanked the Board for the opportunity to work with the Board and staff to make Granville County a better place to work and play and live.

**BOARD WENT INTO CLOSED SESSION**

Chair Hinman called for a motion to go into closed session at 8:39 p.m.

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

Upon a motion by Commissioner Jimmy Gooch, seconded by Commissioner Russ May, and unanimously carried, the Board returned to regular session at 9:13 p.m.

**BOARD TOOK ACTION REGARDING ENDOSCOPY CENTER**

After hearing a recommendation from County Attorney Wrenn, the Board took the following action regarding an endoscopy center in Granville County.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved authorizing the County Attorney and outside counsel to file a petition contesting a case hearing challenging the location of an endoscopy center in Granville County.

**BOARD APPROVED INITIATING AUTOMATED PERFORMANCE MANAGEMENT, COMPENSATION MANAGEMENT AND PERSONNEL ACTION FORMS WITH CURRENT VENDOR PAYCOM**

Assistant County Manager Korena Weichel said that a time sensitive matter to automate our performance review system and personnel action forms needed to be considered. She explained that the found item on page 43 of the agenda packet was to be presented to the Board in March, but the vendor notified staff that there will be a 4% increase instituted for all of their software modules. In order to take advantage of pre-increase pricing, the Board needs to take action at this meeting. She explained the processes in place at this time and noted that they are time consuming and that the software will improve efficiency and effectiveness. She noted that one of the strategies of the proposed Strategic Plan is to develop paperless processes and because evaluations will be done in May for employees, this purchase will automate the process. She then reviewed pricing and discounts available.

County Manager Felts noted that the software is with our existing vendor and explained the advantage of implement it before upcoming performance evaluations. After questions and clarification, the Board took action.

Upon a motion by Commissioner Russ May, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved initiating Automated Performance Management, Compensation Management and Personnel Action Forms with the County's current vendor Paycom and to work with the Finance Department to budget for estimated costs for the current year.

**COMMISSIONER KARAN ASSIGNED TO WORK WITH COUNTY MANAGER AND STAFF ON RECOMMENDATION FOR FIRE DEPARTMENT NEEDS SUBCOMMITTEE**

Commissioner Karan asked about restarting the Fire Services Committee or creating a subcommittee to work on fire department needs. Chair Hinman assigned Commissioner Karan to work with the County Manager and staff and bring back a recommendation at the March 15, 2021 meeting.

**COMMISSIONERS ADJOURN**

Upon a motion by Commissioner Timothy Karan, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board adjourned at 9:33 p.m.

At a later day, the second day of the retreat was set for Thursday, March 18, 2021 at 9:00 a.m.

**BOARD CONTINUED RETREAT ON MARCH 18, 2021**

After breakfast, Chair Sue Hinman called the retreat to order at 9:01 a.m. Commissioner David T. Smith had the invocation and led the Pledge of Allegiance.

County Manager Felts thanked the Board for rescheduling the second day of the retreat due to inclement weather on the previously scheduled February 18<sup>th</sup> date.

**BOARD HEARD UPDATE FROM ECONOMIC DEVELOPMENT**

Harry Mills, Economic Development Director, gave an update on economic development.

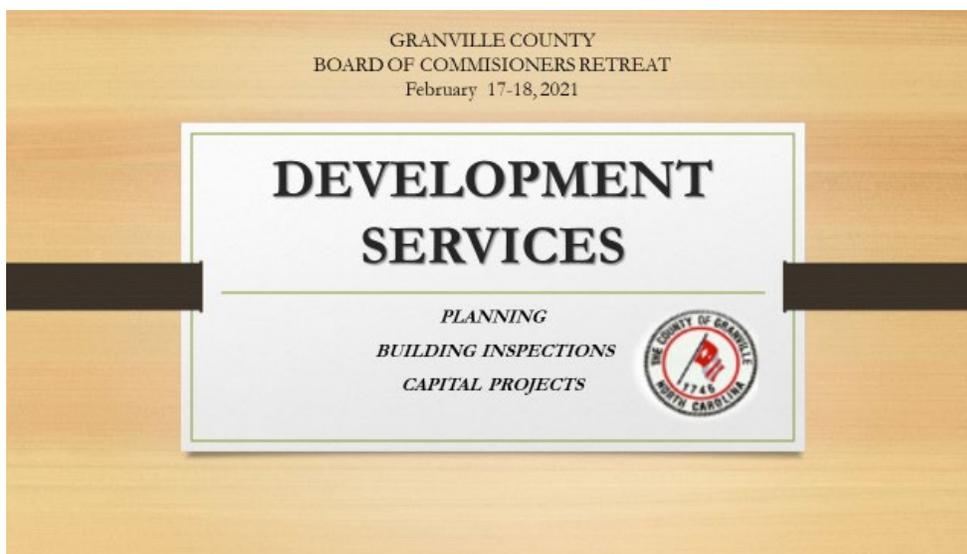
Mr. Mills reported that he has three economic development projects that he is working: one in Oxford, one in Creedmoor, and one in Butner. He stated that the "bases are loaded" and he's hoping for a home run." He noted that jobs for the Butner project are 501 and jobs for the Triangle North project are 800-1000. When asked, he explained that due to location of projects and help with Vance-Granville Community College and customized training dollars, we should

have the work force needed. He then updated the Board on the Product Recovery Management (PRM) expansion and Project Oona. He mentioned the 2020 Request for Information Submissions with 1,752 total jobs and \$506,792,000 in capital investment. He then showed a drone video of the Triangle North Granville site and a drawing of a potential spec building for the site. Mr. Mills added that he continues to work with our existing industries to expand and continues to recruit for buildings that we have available. Due to COVID, he has worked with businesses to help get vaccinations for employees.

When asked, Mr. Felts explained that the time frame for a spec building at the Triangle North Granville site would be approximately 12-18 months. He said the next piece would be the financing and explained scenarios. He noted that they are working continuously to improve the site to make it more marketable and that a potential mountain bike trail and/or park is being worked on for the site.

**BOARD HEARD UPDATE FROM DEVELOPMENTAL SERVICES**

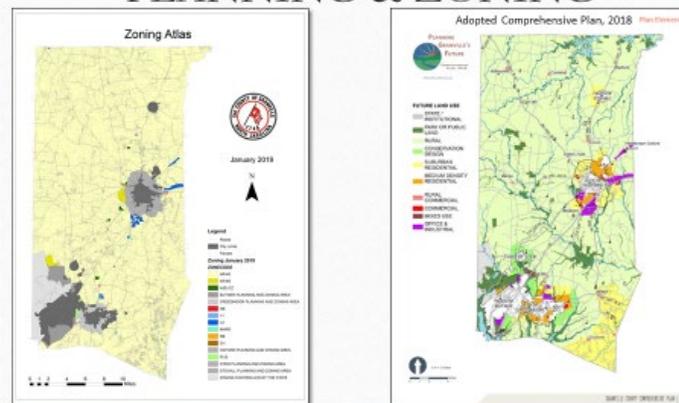
Barry Baker, Planning Director, spoke from the following PowerPoint presentation:



# Planning & Zoning

Summary of Activities  
Barry Baker, Planning Director

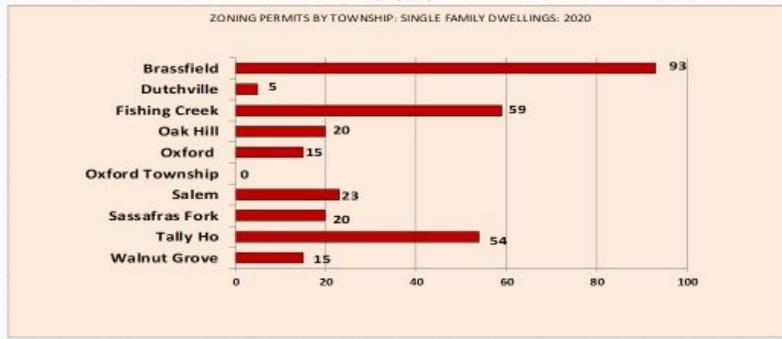
## PLANNING & ZONING



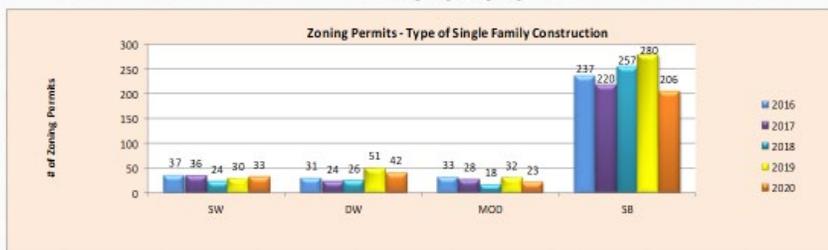
### TOTAL ZONING PERMITS ISSUED: 2016 - 2020



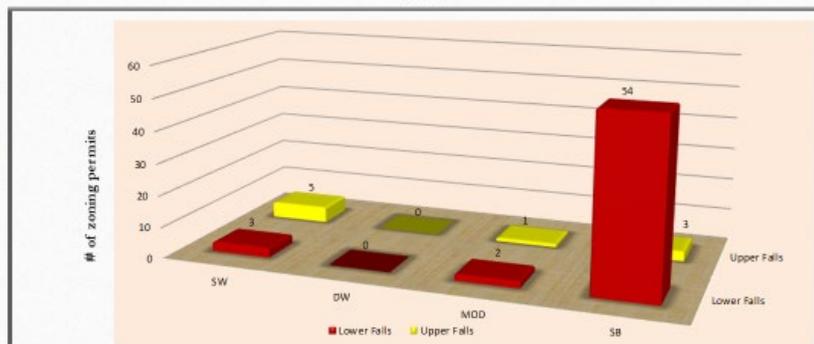
### ZONING PERMITS BY TOWNSHIP: SINGLE-FAMILY DWELLINGS 2020



### ZONING PERMITS: TYPE OF SINGLE FAMILY CONSTRUCTION 2016-2020



### SINGLE-FAMILY PERMITS: FALLS WATERSHED 2020



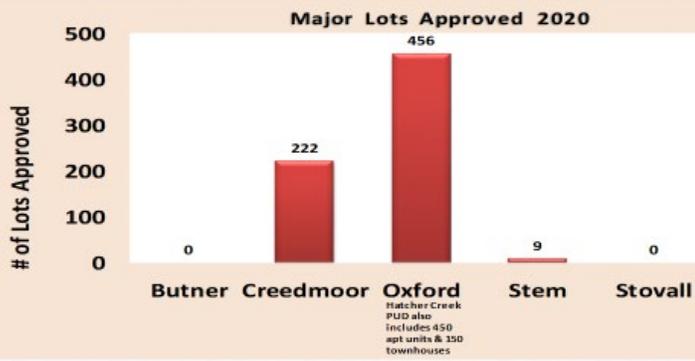
### MINOR FINAL SUBDIVISIONS APPROVED 2016 – 2020



### MAJOR FINAL SUBDIVISIONS APPROVED 2016 – 2020



### MUNICIPALITIES - MAJOR SUBDIVISIONS 2020



## PLANNING ITEMS

---

- Land Development ordinances must be updated to comply with new State law (G.S. Chapter 160D). Amendments must be done by July 1, 2021.
- Falls Watershed Existing Development Program to begin implementation on July 1, 2021. Existing Development Interim Alternative Approach (IAIA) is the finance-based approach to implementation.

## TRANSPORTATION ITEMS

---

- East End Connector project nearing completion in Durham (I-885)
- NC 56 Corridor Projects
  - R-5707: US15/NC56/NC50 intersection realignment in Creedmoor (Completed)
  - U-6020: NC56/West Lyon Station Road realignment in Butner (Construction FY 2025)
- NC 50 Corridor Projects
  - U-5891: Widening from I-540 to NC 98 (ROW 2029 and Construction Beyond FY2030)

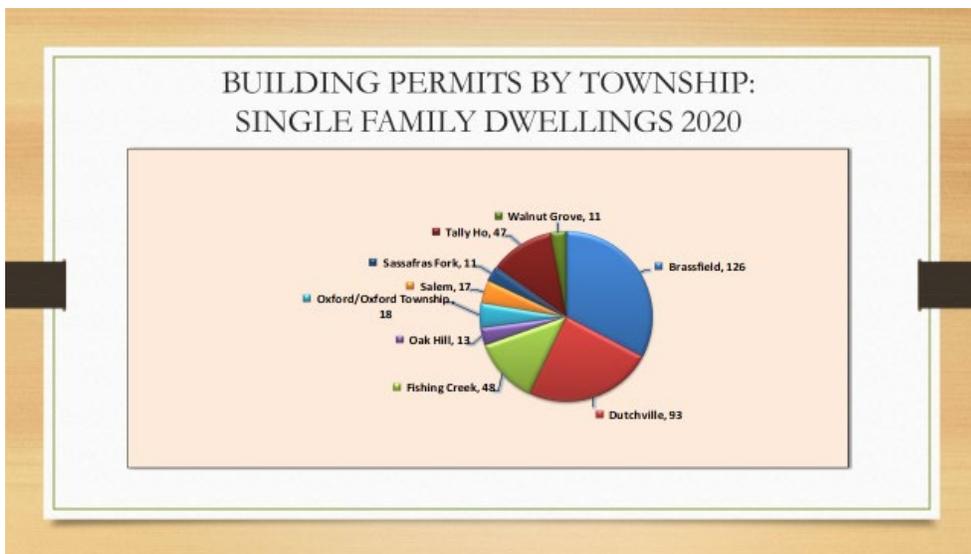
When asked, Justin Jorgensen, Senior Transportation Planner participating by Zoom, said that the Highway 50 expansion has been pushed back to 2029 due to funding issues, COVID, and DOT issues, and noted that construction is in the unfunded years.

## PARKS AND GREENWAY ITEMS

---

- Goals:
  - Long term planning and growth
    - Small community parks in underserved areas
    - Regional park in southeastern portion of the county
  - Mountain Bike Trail
  - Tar River Land Conservancy Nature Trails
  - East Coast Greenway Feasibility Study
  - Opening of GAP Phase III
  - Continued support for municipal sidewalk and greenway projects

Scott Phillips, Development Services Director, spoke from the following slides:



### RESIDENTIAL PERMITS – ISSUED BY TYPE 2016 - 2020

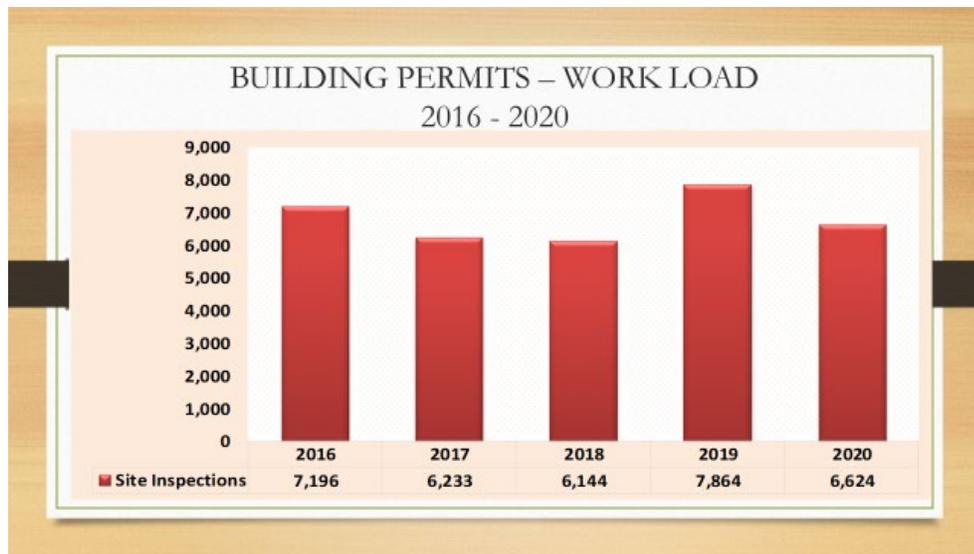


### BUILDING PERMITS – CONSTRUCTION VALUES 2016 - 2020



### BUILDING PERMITS – REVENUES FROM PERMITS 2016-2020





Mr. Phillips noted that now only five basic inspections are done for residential building per the Department of Insurance (DOI) rather than eight as in the past which has affected the workload.

- The Inspections Division currently has the following staff;
  - Dale Evans, Chief Inspector
  - Stacey Carey, Building Inspector III
  - Gilbert Wilson, Building Inspector II
  - Paul Averette, Building Inspector II
  - Ryan Turner, Building Inspector I
  - Joe Seagroves, Fire Inspector II / Building Inspector I
  - Tracy Brown, Administrative Support Specialist

Mr. Phillips then gave an update on the capital improvement projects starting with the Law Enforcement Center/Detention and Animal Shelter projects. When asked, Mr. Phillips and Mr. Felts said that a camera system for the Animal Shelter will be included in the upcoming budget. It was noted that the project came in under original projections.

Mr. Phillips then gave an update on the Granville Athletic Park (GAP) Phase III project and showed pictures during his presentation. He noted that the sports pavilion in Phase II was painted and drainage issues were corrected in addition to the Phase III work. He said the project has not been turned over to the County yet and that project construction is currently \$1.9 million with a remaining \$4,000 in contingency.

Mr. Phillips then gave an update on Granville Vance Health Department building alterations, noting there have been six change orders and there is still \$40,000 in contingency left. He noted that the expected completion is June 20<sup>th</sup>.

Mr. Phillips then gave an update on the Oxford MSW Landfill scale and scale house, roof replacement at 208 Wall Street, alterations to 141 and 143 Williamsboro Street, DSS South Branch offices, and Triangle North Granville infrastructure plans.

When asked about furnishings for the Law Enforcement Center, County Manager Felts explained that furnishings within the scope of the budget have been purchased and any other requests would come through the budget. He said that IT projects for the LEC have also been completed.

**BREAK**

At this point, Chair Hinman called for a short break.

**PRESENTATION BY DEREK HALBERG OF TAR RIVER LAND CONSERVANCY**

Derek Halberg, Executive Director of Tar River Land Conservancy, thanked the Board for the partnership with Granville County over the last two decades. He spoke from a PowerPoint presentation and updated the Board on the Ledge Creek Forest Conservation Area. He then talked about opening of hiking trails on four other properties by 2022 known as the Roberts Chapel Conservation Area, Picture Branch Nature Preserve, Robertson Creek Nature Preserve, and Horseshoe Road Nature Preserve. He talked about the Trails Program budget summary that included projected costs per site and funding for the trail programs. He then requested \$45,000 for a grant to Tar River Land Conservancy's trail program earmarked for these properties:

- Roberts Chapel Conservation Area
- Picture Branch Nature Preserve
- Robertson Creek Nature Preserve
- Horseshoe Road Nature Preserve.

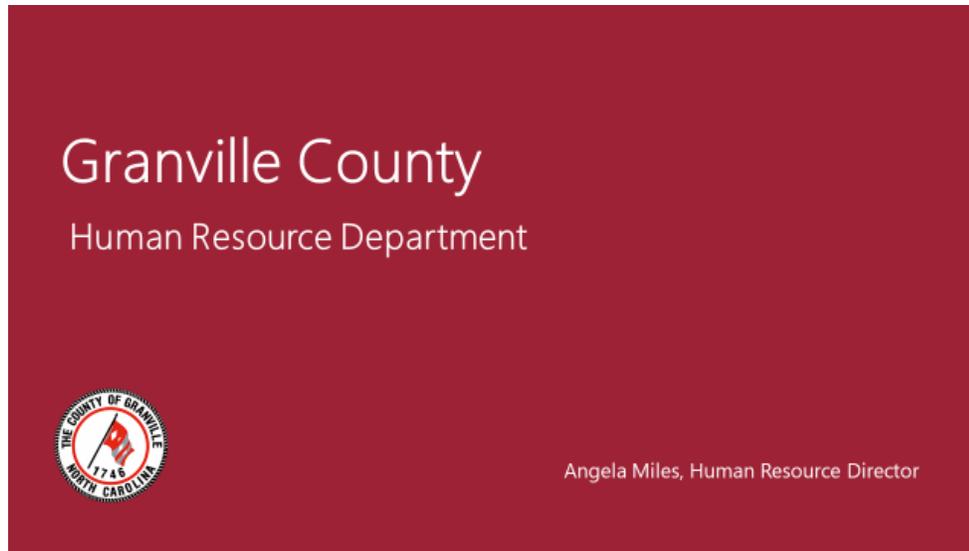
When asked, Mr. Halberg said they are not working with the school system at this time but they would like to do that. He then talked about working with recreation programs to educate citizens.

Comments were made and questions were asked including wanting trails in the northern part of the county.

Mr. Halberg thanked the Board for consideration of the project.

## HUMAN RESOURCES UPDATE

Angela Miles, Human Resources Director, gave an update and spoke from the following PowerPoint presentation as well as answered questions during the presentation:



### Human Resource Department

The mission of the Human Resources Department is to recruit qualified employees, develop talents, and retain excellent employees to effectively deliver services to the citizens of Granville County. The Human Resources Department is responsible for ensuring the County is compliant with all applicable Federal and State labor laws, administering all County-sponsored benefits, wellness and compensation programs, centralizing the hiring process to ensure consistency and fairness, and administering and interpreting the County's Personnel Policy.

- Recruitment/Retention
- Compensation
- Benefits
- Performance
- Law Compliance



### 2020-2021 Highlights

- 1 Adoption of the Granville County Personnel Policy
- 2 Implementation of the new Pay and Classification Plan
- 3 2019-2020 Turnover Report  
2020-2021 Current Vacancy Report
- 4 Employee Demographics
- 5 Recruitment and Retention Efforts

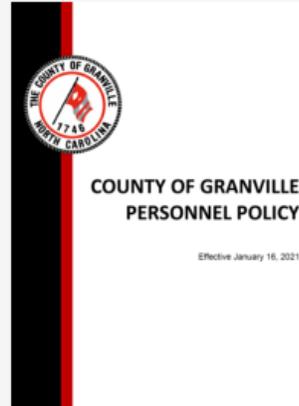


## Personnel Policy

Prior to January 16, 2021 - Granville County Personnel Ordinance  
Adopted was October 21, 1996  
Last amended July 1, 2018

### New County of Granville Personnel Policy

- Adopted by Board on January 4, 2021
- Effective as of January 16, 2021
- Each employee was sent an electronic version of the policy and was required to sign an acknowledgement form
- Virtual sessions held with department heads to address key changes to policy and procedures
- Summary of key changes sent to all employees



## Pay & Classification Plan Implementation

### Implemented January 16, 2021

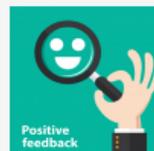
- Approximately 65% of employees received an increase
- Affected employees will see increase in their February paycheck
- Approximately 50% of employees received a title change
- 100% of employees pay grades changed
- All employees were given a copy of their current or revised job descriptions



## Pay & Classification Plan Implementation

### Employee Feedback to Implementation:

- Majority were satisfied with implementation
- Salaries are now competitive with surrounding counties
- Expressed interest in how salaries were determined



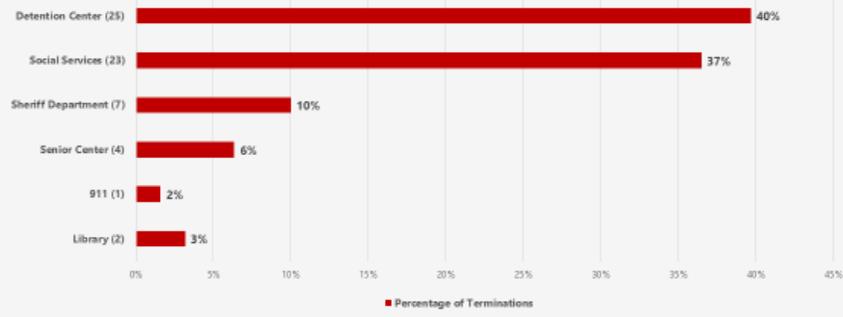
- Some felt they should have received an increase but didn't
- Dissatisfaction with title changes
- Job descriptions were not completely descriptive of all job duties



2019-2020  
20% Countywide Turnover Rate  
(63 out of 319 employees)



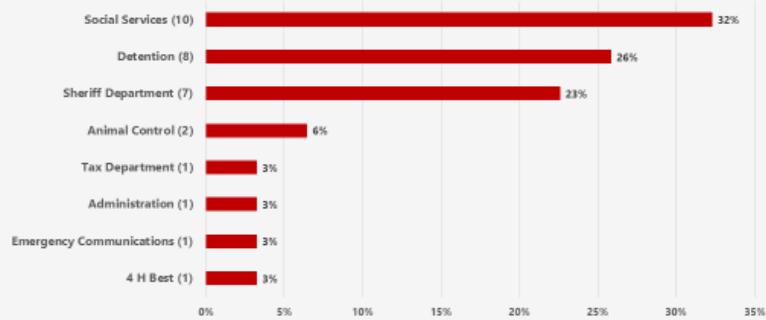
07/01/2020 - 06/30/2019  
(not including retirements)



2020-2021  
10% Countywide Turnover Rate  
(31 out of 320 employees)



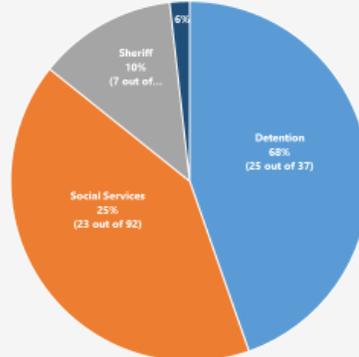
07/01/2020 - 02/15/2021  
(not including retirements)



2019-2020  
Turnover Rate by Department

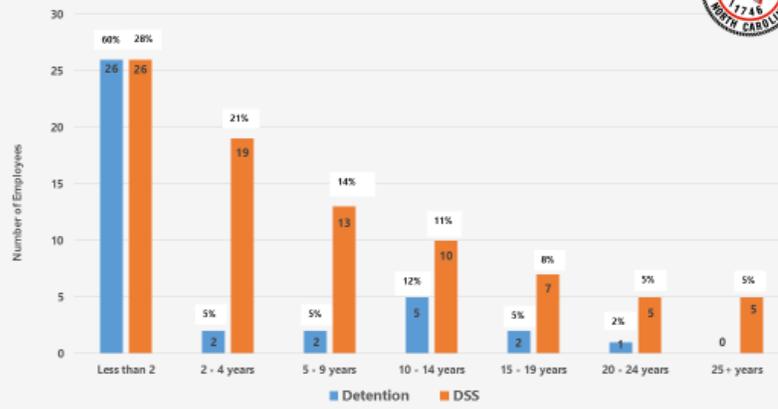


% Turnover by Departments  
(≥15 employees)



■ Detention Center (25) ■ Social Services (23) ■ Sheriff Department (7) ■ Emergency Comm - 911 (1)

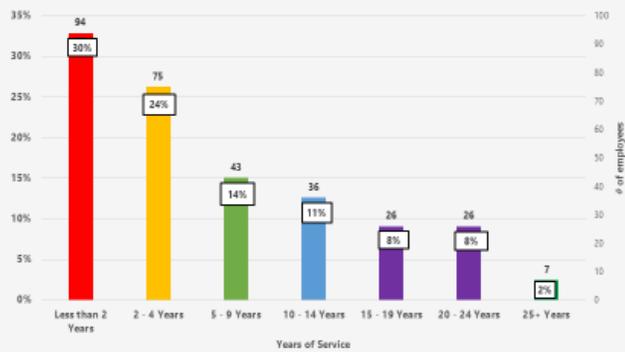
## Detention Center & Social Services Longevity Report



## County Employee Demographics



Employees by Years of Service



## Vacancy Report

(full-time as of 3/17/2021)



### Cooperative Extension (1)

**Detention (1)**

**Social Services (10)**

**Tax Department (1)**

**13 Total Vacancies**

Recruitment and Retention Efforts



- **Competitive Compensation** ✓
- **Increased Advertising Market** ✓
  - LinkedIn
  - Facebook
  - Governmentjobs.org
- **New Employee Orientation/Onboarding** ✓
- **Comparable Benefits** ✓
- **Host Countywide Career Fair**
- **Ongoing Training and Supervision**
- **Positive Reinforcement – Employee Recognition**



Mrs. Miles said that the County needs to work on ways to retain employees as there are only 2% of employees with 25 years or more of service.

Mr. Felts said that when COVID restrictions are over, commissioners may want to join employees at the New Employee Orientation for lunch.

When asked, Mrs. Miles said that exit interviews are optional for employees that leave employment.

### **COOPERATIVE EXTENSION UPDATE**

Charissa Puryear, County Extension Director, did a presentation on Cooperative Extension programming, their staff and goals. She talked about program changes that have taken place due to COVID. Granville County Cooperative Extension programming vision includes:

- Expand programming
- Reach underserved and underrepresented audiences
- Community engagement
- Increase visibility
- Be a bridge from or research based information and community needs
- Influence a new wave or generation of thinkers
- Collaborate on addressing emerging issues

Ms. Puryear noted that they are working with the Health Department to vaccinate the farmers.

Commissioner Jay asked about the visibility of the sign at Cooperative Extension. Mrs. Puryear said they are working on signage.

Commissioner Cozart thanked her for working on alternate ways to provide programming during COVID as a lot of their programming is uploaded to YouTube.

Commissioner Karan asked about the Voluntary Ag District, Cooperative Extension Advisory Leadership and Individual Advisory Board. She asked about getting referrals from board members to fill vacancies.

### **UPDATE FROM SHERIFF**

Sheriff Charles R. Noblin, Jr. gave an update on the Sheriff's Office. He said they love the new Law Enforcement Center, noting that the Sheriff's office moved in August 2020 and the Detention Center moved in October 2021. He said he is working on a national accreditation and that they will meet their goal for North Carolina certification. He reported that the Sheriff's Office is looking at establishing a Citizens Academy; received one of five grants in North Carolina and acquired a speed trailer with a license plate reader at no cost with the funding; and is working on a joint task force with Franklin County. He then gave an update on the Special Response Program and Project Life Saver. He reported that they are not taking federal inmates at the Detention Center yet, but have started the process. Sheriff Noblin reported that the Sheriff's Office had 15 vacancies when he started, he has hired 19 people, is trying to hire those that are already certified, and does not have any vacancies now. He said they now have policies in place and have implemented changes to his office as recommended from the pay study.

Sheriff Noblin then answered questions and made clarifications about the Citizens Academy, Auxiliary Force and Special Response Team. He talked about the need for additional staff as mental commitments continue to be a challenge for their office as it removes deputies from patrol to deal with matters. He noted that COVID has increased mental health cases that they deal with.

Commissioner May asked him to submit a budget for the resources he needs to do the job.

Chair Hinman thanked Sheriff Noblin for everything that he and his staff do for our citizens and for their help delivering food to families in need during the pandemic.

Major Edward Cash, Detention Administrator, then gave an update on Detention Center. He said they are still working out some issues with new facility. He reported that adding Southern Health Partners has been beneficial as they have only sent six inmates in six months to the hospital as most medical needs can be met in-house. He said using Southern Health Partners has also reduced the number of inmates on safe keeping decreased health care and prescription costs. He reported that they now housing state-wide misdemeanor confinements and are working on negotiations for federal inmate housing. He said that they will need additional staff for dealing with federal inmates as well as additional vehicles. He reported that service contracts have increased from the prior facility from \$25,000 to \$72,000 due to more equipment, but has cut down on incidents with inmates due to the design of the facility.

When asked by Commissioner Smith, Cash reported that the pay and classification has helped with retaining and recruiting staff. Cash gave an update on the new food vendor, noting that meals are provided to meet nutritional requirements and the cost of trays of food has decreased due to increase in population. He reported that they have no cases or outbreaks of COVID and talked about their screening process.

Sheriff Noblin and Cash then clarified their vehicle and equipment request, and talked about the cost of housing and training. He said that a lot of the training now is virtual due to COVID, noting that VGCC has started back BLET (Basic Law Enforcement Training) but not detention training so they have to send employees to other counties.

Chair Hinman thanked Sheriff Noblin and Cash for their hard work.

**REVIEW OF FINANCIAL CONDITION AND DEBT**

Steve McNally reviewed the financial condition and debt from July 1<sup>st</sup> to January 30<sup>th</sup> of this year and compared it to last year.

**GRANVILLE COUNTY**  
**Financial Dashboard**  
**Reporting Period: July 1, 2020 to January, 2021**

CASH & INVESTMENTS BY FUND			REVENUES & EXPENDITURES BY FUND				
	Jan-20	Jan-21		F-F-0%	Comparison Of Prior YTD Figures		
				Budget	Actual FYTD	Chg from Prior	
General Fund - Operating	\$ 46,730,602	\$ 47,061,492	General Fund	\$ 77,779,662	\$ 69,937,827		
General Fund - Restricted	\$ 6,688,287	\$ 6,069,850	Fiscal Year Budget	\$ 77,779,662	\$ 69,937,827		
Library Memorial Fund	\$ 205,172	\$ 211,115	Revenues Fiscal Year To-Date	73.15%	\$ 66,082,045	\$ 48,208,617	16.94%
Emergency Telephone System	\$ 498,104	\$ 451,643	Expenditures Fiscal Year To-Date	88.88%	\$ 45,798,004	\$ 24,850,255	24.28%
LEC Construction Project Fund	\$ 10,358,764	\$ 2,538,584					
Solid Waste Fund - Operating	\$ 2,079,902	\$ 2,056,715	Solid Waste Enterprise Fund				
Solid Waste Fund - Restricted	\$ 1,109,450	\$ 1,239,398	Fiscal Year Budget	\$ 2,188,632	\$ 2,052,282		
Storm Water Enterprise Fund	\$ 322,635	\$ 423,326	Revenues Fiscal Year To-Date	71.24%	\$ 2,378,755	\$ 2,189,853	4.07%
The County Health Plan	\$ 429,515	\$ 421,578	Expenditures Fiscal Year To-Date	47.76%	\$ 1,027,199	\$ 1,000,837	9.00%
<b>Total Cash &amp; Investments</b>	<b>\$ 68,422,431</b>	<b>\$ 60,473,701</b>					

SPECIFIC REVENUE COLLECTIONS AT A GLANCE				EXPENDITURES AT A GLANCE (includes Debt Service)			
	Comparison of FYTD%		Chg		Budget 20-21	Actual Expenditures	% of Budget
	1-31-20 Prior FYTD%	1-31-21 FYTD%	Final				
Ad Valorem Property Tax				General Fund	\$ 4,826,327	\$ 2,898,877	60.14%
Fiscal Year Budget	\$ 41,811,750	\$ 41,200,858		General Government	\$ 12,483,023	\$ 8,901,563	71.47%
Revenues FYTD	\$ 37,529,672	\$ 36,555,222	2.7%	Human Services	\$ 8,028,690	\$ 4,644,222	57.84%
	89.99%	90.89%		Education	\$ 11,699,829	\$ 9,812,510	83.82%
Sales & Use Tax				Public Safety	\$ 15,098,339	\$ 9,398,249	62.29%
Fiscal Year Budget	\$ 8,780,000	\$ 9,187,750		Area Projects & Other	\$ 3,649,410	\$ 2,197,226	59.95%
Revenues FYTD	\$ 8,814,604	\$ 4,834,612	19.6%	Contribution to Other Funds	\$ 1,484,365	\$ 430,958	29.07%
	43.44%	47.18%		Contingency	\$ 11,060	\$ -	
Inspection Fees - 10-3343-410				<b>Total General Fund Budget/Actual</b>	<b>\$ 77,779,662</b>	<b>\$ 45,798,004</b>	<b>58.88%</b>
Fiscal Year Budget	\$ 600,000	\$ 625,000					
Revenues FYTD	\$ 467,692	\$ 345,724	25.2%				
	77.78%	55.36%		Solid Waste Fund	Budget 20-21	F-F-0%	
Convenience Site Fund				Convenience Site Fund	\$ 1,052,000	\$ 682,692	64.87%
Fiscal Year Budget	\$ 1,174,500	\$ 1,277,100					
Revenues FYTD	\$ 1,104,511	\$ 1,122,620	1.2%	Landfill Fund			
	94.02%	87.90%		Landfill Fund	\$ 1,748,082	\$ 841,908	48.14%
Landfill Fund				<b>Total Expenditures Budget/Actual</b>	<b>\$ 3,188,632</b>	<b>\$ 1,027,839</b>	<b>32.26%</b>
Fiscal Year Budget	\$ 1,641,650	\$ 1,482,082					
Revenues FYTD	\$ 1,136,540	\$ 1,136,134	1.2%				
	69.26%	76.81%					

**Cash and Investments by Fund**

CASH & INVESTMENTS BY FUND			
	Jan-20	Jan-21	
General Fund - Operating	\$ 46,730,602	\$ 47,061,492	
General Fund - Restricted	\$ 6,688,287	\$ 6,069,850	
Library Memorial Fund	\$ 205,172	\$ 211,115	
Emergency Telephone System	\$ 498,104	\$ 451,643	
LEC Construction Project Fund	\$ 10,358,764	\$ 2,538,584	
Solid Waste Fund - Operating	\$ 2,079,902	\$ 2,056,715	
Solid Waste Fund - Restricted	\$ 1,109,450	\$ 1,239,398	
Storm Water Enterprise Fund	\$ 322,635	\$ 423,326	
The County Health Plan	\$ 429,515	\$ 421,578	
<b>Total Cash &amp; Investments</b>	<b>\$ 68,422,431</b>	<b>\$ 60,473,701</b>	

## Comparison of YTD FY 2020-2021 to this time last year

REVENUES & EXPENDITURES BY FUND				Comparison Of Prior YTD figures			Change from Prior less Bond Refinance
		Y-T-D% of Budget	Current FYTD	Prior FYTD	Chg from Prior		
<b>General Fund</b>							
Fiscal Year Budget			\$ 77,779,662	\$ 69,937,827			
Revenues Fiscal Year To-Date		72.12%	\$ 56,092,545	\$ 48,208,517	16.35%	3.78%	
Expenditures Fiscal Year To-Date		58.88%	\$ 45,798,004	\$ 36,850,355	24.28%	7.84%	
<b>Solid Waste Enterprise Fund</b>							
Fiscal Year Budget			\$ 3,198,632	\$ 3,305,292			
Revenues Fiscal Year To-Date		71.24%	\$ 2,278,753	\$ 2,189,633	4.07%		
Expenditures Fiscal Year To-Date		47.75%	\$ 1,527,199	\$ 1,400,837	9.02%		

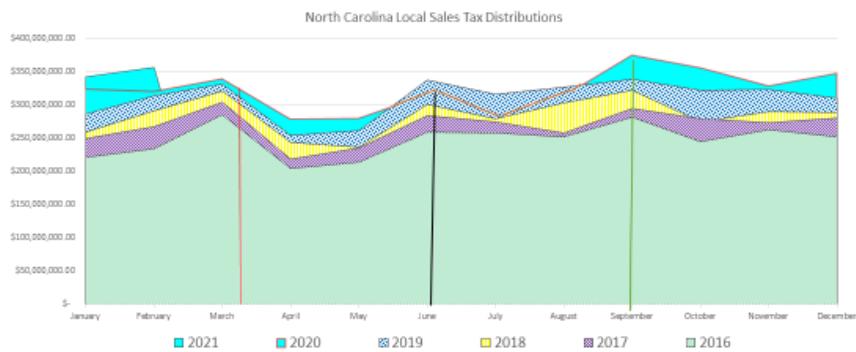
3

## Comparison of YTD FY 2020-2021 to this time last year

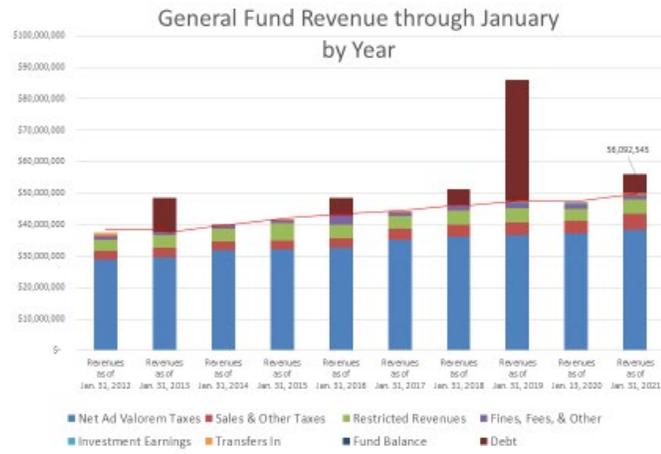
SPECIFIC REVENUE COLLECTIONS AT A GLANCE.....				
		Comparison of FYTD%		Chg
		1-31-20 Prior FYTD%	1-31-21 FYTD %	frm last
<b>Ad Valorem Property Tax</b>				
Fiscal Year Budget		\$ 41,322,755	\$ 41,505,658	
Revenues FYTD		\$ 37,539,472	\$ 38,553,222	2.7%
		89.99%	92.89%	
<b>Sales &amp; Use Tax</b>				
Fiscal Year Budget		\$ 8,780,000	\$ 9,187,750	
Revenues FYTD		\$ 3,814,034	\$ 4,334,412	13.6%
		43.44%	47.18%	
<b>Inspection Fees - 10-3343-410</b>				
Fiscal Year Budget		\$ 600,000	\$ 625,000	
Revenues FYTD		\$ 467,692	\$ 349,724	-25.2%
		74.11%	55.96%	

4

## North Carolina Local Sales Tax Distributions



5



6

## YTD FY 2020-2021 Comparison to Budget

EXPENDITURES AT A GLANCE.... (Includes Debt Service and Bond Refinance payoff)				
		Actual Expenditures		
		Budget 20-21	Y-T-D	Y-T-D% of Budget
General Fund				
General Government		\$ 4,826,327	\$ 2,806,077	58.14%
Human Services		\$ 12,463,023	\$ 6,801,563	54.57%
Community Services		\$ 8,828,690	\$ 4,444,323	50.34%
Education		\$ 31,639,829	\$ 19,812,510	62.62%
Public Safety		\$ 15,036,259	\$ 9,306,249	61.89%
Area Projects & Other		\$ 3,519,611	\$ 2,197,226	62.43%
Contribution to Other Funds		\$ 1,454,363	\$ 430,056	29.57%
Contingency		\$ 11,560	-	
<b>Total General Fund Budget/Actual</b>		<b>\$ 77,779,662</b>	<b>\$ 45,798,004</b>	<b>58.88%</b>

7

## Debt Ratios

Debt Ratio	Affordability	Threshold	As of June 30, 2020	Estimate As of June 30, 2021 (Current Debt)
a.) Net Debt / Market Value of Tax Base		Less than 2.5%	1.48%	1.32%
b.) Debt Service/ Gov't Revenue		Less than 15.0%	14.21%	15.95%
c.) Ten Year Payout Ratio		55% or Greater	77.5%	78.7%

8

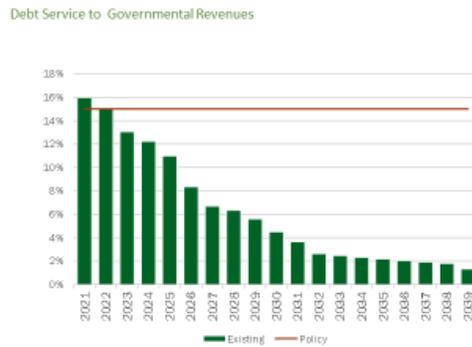
## Key Debt Ratio: Debt to Assessed Value



- Existing Debt to Assessed Value
  - As of 6/30/2020 Existing: 1.48%
  - As of 6/30/2021 Estimated: 1.32%
- The County has a Financial Policy setting a maximum Debt to Assessed Value of 2.50%.

9

## Key Debt Ratio: Debt Service vs. Gov't Revenue



FY 2020: 14.21%  
FY 2021: 15.95%

The County has a Financial Policy setting a maximum Debt Service to Governmental Revenue ratio of 15.0%.

Assumed Future Revenue Growth Rate - 2.50%

10

## Key Debt Ratio: 10 Year Payout Ratio



FY 2020: 77.5%  
FY 2021: 78.7%

The 10-Year Payout Ratio measures the amount of principal to be retired in the next 10 years.

The County has a Financial Policy setting a minimum 10-Year Payout Ratio of 55%.

11



## **BUDGET CALENDAR REVIEW AND REVIEW OF PROCESS AND LOCAL ECONOMIC TRENDS AND CONDITIONS**

County Manager Felts then gave a brief overview of the budget calendar. He noted that we have returned to the normal budget cycle after doing a zero-based budget and that he plans to use a percentage of fund balance this year to balance the budget. He talked about budget drivers including peak years of debt service, Granville-Vance District Health Department, Granville Health System and radio replacements for the fire departments. He then gave an update on local economic trends and conditions, noting that census numbers will be released in September. He reviewed Granville County and North Carolina data in the agenda packet.

## **PRESENTATION OF 2021-2025 PROPOSED 5-YEAR STRATEGIC PLAN**

County Manager Felts reviewed the 2016-2020 Strategic Plan objectives and highlighted some of the accomplishments.

Assistant County Manager Korena Weichel talked about the process to produce a new Strategic Plan, thanked staff that were involved in the process, and gave the objectives overview.

County Manager Felts talked about strengths and weaknesses in Granville County. Assistant County Manager Weichel pointed out the five trends shaping the future of work: (1) New Behaviors; (2) Technologies; (3) The Millennial Workforce; (4) Mobility; and (5) Globalization.

Assistant County Manager Weichel and County Manager Felts reviewed the following objectives and strategies in the 2021-2025 Proposed Strategic Plan:

- **Objective #1** – Expand service delivery options through mobile services, satellite offices, substations, online access, etc.
- **Objective #2** – Create additional recreation and leisure opportunities
- **Objective #3** – Improve regularity and reach of communication to enhance community and employee engagement
- **Objective #4** – Focus on increasing development options identified in the 2018 Granville County Comprehensive Plan
- **Objective #5** – Retain local talent through skills development for workforce, work/school study programs, and student internships
- **Objective #6** – Create community and employee education opportunities
- **Objective #7** – Evaluate public safety staffing, and upgrade technology and equipment to provide more efficient services to the community
- **Objective #8** – Modernize equipment and system to be more efficient while also being more convenient for residents and businesses
- **Objective #9** – Develop Granville County Government as a preferred employer in the Region K area

County Manager Felts explained the implementation timeline of the strategic plan.

### **REVIEW OF OPEN PROJECTS**

County Manager Felts referred to the list of open and completed projects on page 138. He then talked about the Volunteer Fire Departments (VFD) Radio Replacement Program and reviewed program options on page 142. County Manager Felts noted that regardless of which option, if any, is selected it is recommended that the VFDs develop a radio replacement program to maintain and fund radio replacements in the future. He said that staff recommends option 3 (County pays 100% up to the average number of portable and mobile radios) or option 4 (County provides a cash allotment to each VFD and require them to be 100% compliant by 2025). Discussion ensued about options. County Manager Felts said he preferred option 3 because it is the most bang for the buck. Either option allows the fire departments to make their determination of which radio they would like.

After discussion, Commissioner David T. Smith made the motion to select option #3 with details to be worked out with fire departments. Commissioner Zelodis Jay seconded the motion.

Commissioner May asked for clarification on the motion asking if fire departments will have their choice of radios and if these radios will work with the VIPER upgrade. The old radios will not work after the 2025

When Chair Hinman called for a vote on the motion, the Board approved unanimously approved the Volunteer Fire Department Radio Replacement Program with the County paying 100% up to the average number of portable and mobile radios, with funding one of three in the fiscal year 2020-2021 budget.

### **BREAK**

Chair Hinman called for a break at 2:47 p.m. The retreat resumed at 2:55 p.m. Chair Hinman said that Commissioner Cozart needed to leave due to a death in the family, so she would like for him to make comments before he left.

### **KEY TAKE-AWAYS FROM THE RETREAT**

Commissioner Cozart talked about economic development projects, investment in Sheriff's office to keep our communities safe, challenges with school systems reopening after COVID, Strategic Plan being on point, and opportunities for attracting students for Detention and Social Services positions through the CTE Program with the school system.

At this point, Commissioner Cozart left the meeting at 3:00 p.m.

### **SUMMER CIVIC LEADERSHIP PROGRAM CANCELLED FOR 2021**

County Manager Felts announced that the Summer Civic Leadership Program is cancelled for 2021 due to COVID and plans to be bring it back in 2022.

### **KEY TAKE-AWAYS FROM THE RETREAT CONTINUES**

Commissioner Jay talked about his recent Pair and Share meeting with Granville County Public Schools Administration and Board of Education member Ethel Anderson. He talked about the number of students that are failing and about students getting back on track after being out for such a long time. He said that he is glad to see that our municipalities are moving forward even during COVID and moving ahead. He talked about the Strategic Plan and noted that this budget year may be tough, but after 2022 things will be better.

Commissioner Smith said that COVID 19 changes all of our lives and reported that he finally got to hug his grandchildren after many months. He said the County arose to the occasion during these times. He said that he is excited about the possibilities of three projects locating in Granville County as reported by Harry Mills. He said that at some point and time we are going to have to put a building or something in the Triangle North Granville Park to attract a company. He said he was glad to hear that the tax collection rate is up even though it is a tight budget year and noted that he would like no tax increase. He noted that we are already seeing the benefits of the pay and classification plan and hopes it will help with recruitment for Social Services and the Detention Center. He stated that he was glad to be able to help the fire departments with the radio replacements. He concluded by saying that Granville County is still in good shape and that the retreat has been good and gets better each year.

Commissioner May noted that this was his first retreat and that he learned a lot. He thanked the Board for allowing him to ask questions, for taking his phone calls and answering his questions. He said he was impressed by information presented by the municipalities and is thankful that they are all forward thinking. He said he is thankful for knowing more about Triangle North Granville and he said Board needs to think about the investment and what we need to do to get businesses here. He noted that COVID has made us realize the importance of broadband and getting those services up and going quickly. He said that he is ready for kids to get back to school and that he is particularly concerned with those with learning disabilities. He said he looks forward to working with the Volunteer Fire Departments, noting that they need funding and resources. He thanked staff for the strategic plan and noted that he was impressed that it was created by staff input from

the bottom up. He said that issues will not just be worked out with money to overcome them, but we better serve citizens with resources we have. He said he is looking forward to budget discussions to improved serves with funding that we have to move our County forward.

Commissioner Karan said while looking back at his notes that there is energy around the retreat and energy around the pending storm, and is glad we are okay so far. He said that his take-a-always are that whether we are looking at Cooperative Extension, Sheriff's Office, school system or whatever, we probably need to look at volunteer programs. He talked about the importance of our Volunteer Fire Departments and their importance to Granville County. He noted that the Pair and Share with Board of Education members was a great concept, noting that it would have been helpful to have information from schools in-hand before his meeting as now he has more questions. He noted that Economic Development Director Harry Mills is doing a great job and a lot of effort in projects and his involvement with the *Economic Development Partnership of North Carolina (EDPNC)*. He said regarding Triangle North, development continues to move forward and talked about the importance of partnerships to get utilities to the site. He talked about the challenges of Broadband.

Commissioner Gooch noted that the retreat started on February 17<sup>th</sup> and ended on March 18<sup>th</sup> due to a weather conflict for the second day. He said that we heard from the municipalities in February and had time to digest the information received. He said heard the presentation from the staff today and noted that it is going to be a tough budget year with many needs and limited resources with tough decisions. He noted that overall the County is in good shape and is in good hands. He noted that employees are engaged, volunteer, worked on strategic plan and blessed to have the staff we have and that Administrative leadership shows up all the way down the line and inspires employees all the way down. Harry Mills, Economic Development Director, works hard and has gotten close on projects and hopefully will have a grand slam soon. He noted that the Sheriff's Office has made stride with new procedures and controls in place, working on accreditation and is moving forward. He reported that the Pair and Share with the Board of Education was very informative, there are tough decisions ahead with the amount of students that have left, and they are going to have to reinvent themselves. He said he looks forward to seeing what they bring forward. He said that the accomplishments of the Strategic Plan are phenomenal and to be commended.

Chair Hinman echoed comments and then said last year about this time, Commissioner Karan and her were on their way back from the NACo Legislative Conference in Washington, DC and heard about COVID. She said if we survived this past year, we can survive anything. She noted that she is proud of staff and thanked everyone for their hard work in Granville County.

**COUNTY MANAGER RECAP**

County Manager Felts recapped take-a-ways from the retreat including: a budget with no tax increase; continuing support of Triangle North Granville; making data driven decisions; continuing focus on broadband as it is vital; coordinating with municipalities on visions and planning for the future; working on continued partnerships with Granville County Public Schools through their CTE Program and Vance Granville Community College for industry training around employment and work force development; and continuing to improve and educate the community about public safety. He thanked the Board for their support of the Strategic Plan and stated that with the tight budget, staff will do their best to bring a balanced budget for consideration, keeping it lean and mean.

**RETREAT ADJOURNS**

Upon a motion by Commissioner Russ May, seconded by Commissioner Jimmy Gooch, and unanimously carried the Board adjourned at 3:40 p.m.

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