

**OXFORD, NORTH CAROLINA**  
**May 24, 2022**

The Members of the Honorable Board of Commissioners of Granville County, North Carolina met in a special meeting on Tuesday, May 24, 2022 at 2:00 p.m. at Butner Town Hall in the Camp Butner Room located at 415 Central Avenue, Butner, NC. The purpose of the Special Meeting was to discuss the search for a County Manager.

***Present were:***

***Chair:*** Tony W. Cozart

***Commissioners:*** Jimmy Gooch Sue Hinman  
Zelodis Jay Timothy Karan  
Russ May David T. Smith

***County Manager:*** Michael S. Felts (arrived late)

***Assistant County Manager:*** Korena Weichel

***County Attorney:*** James C. Wrenn, Jr.

***News Reporters:*** Amanda Dixon – *Butner-Creedmoor News*

**MEETING CALLED TO ORDER**

At 2:04 p.m., Chair Tony W. Cozart called the meeting to order and had the invocation. He announced that the Special Meeting was being held to discuss the search for a County Manager.

**PRESENTATION BY STEPHEN STRAUSS WITH DEVELOPMENTAL ASSOCIATES LLC**

Chair Cozart called on County Attorney Jim Wrenn who then introduced Stephen Strauss with Developmental Associates, LLC.

Mr. Strauss then gave an overview of his company and reviewed the Scope of Services document provided to the Board for the County Manager Search. Board members then asked questions.

**BOARD APPROVED CONTRACTING WITH DEVELOPMENTAL ASSOCIATES, LLC TO ASSIST WITH THE SEARCH FOR A COUNTY MANAGER**

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Sue Hinman, and unanimously carried, the Board approved contracting with Developmental Associates, LLC for an amount not to exceed \$22,250 to assist in the search for a County Manager.

**REQUEST FOR CLOSED SESSION**

County Attorney Wrenn requested a closed session for an economic development matter.

**BREAK**

At this point, the Board took a short break.

**MEETING CONTINUES**

The Board reviewed the challenges that Granville County is facing in order to begin working on a job ad to start the process for the County Manager search. He also asked the Board to consider a salary range. He requested meeting with the current County Manager Michael Felts and Department Heads at an upcoming staff meeting for input on the position. He said he would begin work on the job ad for the Board to review.

**BOARD WENT INTO CLOSED SESSION**

Upon a motion by Commissioner Sue Hinman, seconded by Commissioner Russ May, and unanimously carried, the Board went into closed session as allowed by G.S. 143-318.11(a)(5) to discuss an economic development matter. Upon a motion by Commissioner David T. Smith, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board returned to regular session.

**COMMISSIONERS ADJOURN**

Upon a motion by Commissioner Zelodis Jay, seconded by Commissioner Timothy Karan, and unanimously carried, the Board adjourned at 4:20 p.m.

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