

GRANVILLE COUNTY BOARD OF COMMISSIONERS
January 2, 2024
GRANVILLE CONVENTION AND EXPO CENTER
4185 US Highway 15 South, Oxford, North Carolina

PRESENT:

Chair Timothy Karan
Vice Chair Jimmy Gooch
Commissioner Zelodis Jay
Commissioner Robert Williford
Commissioner Sue Hinman
Commissioner Tony W. Cozart
Commissioner Russ May

County Manager Drew Cummings
Deputy County Manager Korena Weichel
County Attorney James C. Wrenn, Jr.

CALL TO ORDER

At 7:00 p.m. Chair Timothy Karan called the meeting to order. Commissioner Tony W. Cozart had the invocation and led the Pledge of Allegiance.

CONSENT AGENDA

Chair Karan pulled item one, Budget Amendment #5 for Fiscal Year 2023-2024, and placed it on the County Manager’s report.

Motioned by Commissioner Zelodis Jay, seconded by Commissioner Robert Williford, and unanimously carried, the Board approved the consent agenda as follows:

- A. Approved tax refunds, releases, and write-offs:**
- Refunds November 22, 2023 – December 20, 2023: \$4,915.41
 - Releases November 22, 2023 – December 20, 2023: \$1,799.82
 - Write-offs (\$2 and less) November 22, 2023 – December 20, 2023: \$ 10.84
- B. Approved the amended Granville County fiscal year 2023 audit contract with Thompson, Price, Scott, Adams & Co., P.A.**

PUBLIC COMMENTS

Mary O’Brien, 110 Rupert Road, Raleigh, NC, introduced herself and Patrick Messenger as representatives from Meridian Waste. She said that Meridian Waste is a North Carolina company that submitted a proposal for the County's landfill operations. She expressed their excitement about the proposal and commitment to being good environmental and community stewards if selected. She also submitted a letter of recommendation from Pike County, Missouri, which was not included in their landfill operation proposal packet. She asked that the following letter be entered into the record.

Pike County Commission



Bill Allen
Presiding Commissioner

Tom Wallace
Eastern Commissioner

Brock Bailey
Western Commissioner

Phone: 573-324-2412
Fax: 573-324-5154
Email: pike@sos.mo.gov
115 W. Main
Bowling Green, MO. 63334

Laura Stumbaugh
Clerk of the County Commission

Donna Owens
Deputy Clerk

Amber Brooks
Accounts Payable Clerk

December 14, 2023

Granville County Board of Commissioners
141 Williamsboro Street #1
Oxford, NC. 27565

Dear Chairman Karan and Commissioners:

It is with great confidence that I write this letter of recommendation regarding Meridian Waste to you as you consider their proposal for Granville County's Solid Waste Operations Services. I am happy to share my experiences with Meridian Waste and the operations of the Company's Eagle Ridge MSW Landfill located in Pike County, Missouri, and can only believe that you will have the same positive experience I have had with the people of Meridian Waste and their commitment to environmental stewardship.

My relationship with Meridian Waste has been one built on trust in which the staff and their leadership team commit to doing things the right way and do not skip corners to save a dollar. Management always has an open door to me and my fellow elected Commissioners and equally important to their neighbors and the greater community. They are truly part of the Pike County community in terms of being one of our largest financial engines in the County, employing local citizens, and hosting multiple community events free and open to the public with the goal of educating residents and community partners about the landfill and the need for safe and environmentally-sound waste disposal. They take genuine pride in the work they do every day, and it shows each time I visit the disposal facility and/or meet with one of their staff members.

Please do not hesitate to contact me 573-324-2412 ext #7 if you wish to speak further about the Company and how they benefit Pike County. My highest recommendation to you is to give Meridian Waste an opportunity to have a seat at the table and discuss their proposal in depth. I know you will find their honesty and integrity to be a breath of fresh air and your landfill will look great too!

Sincerely,


Bill Allen
Presiding Commissioner


Tom Wallace
Eastern Commissioner


Brock Bailey
Western Commissioner

SOLID WASTE MATTERS

Board Approved Scrap Metal/White Good Recycling Contract

Solid Waste Director Jason Falls presented an item regarding the award of a scrap metal recycling contract. The County staff released a Request for Proposal (RFP) in October 2023, receiving two bids that were publicly reviewed in the presence of a committee. The committee consisted of Public Information Officer Terry Hobgood, Internal Auditor Monique Heggie, and Solid Waste Director Jason Falls. The committee met on December 4, 2023, to evaluate the proposals based on the RFP criteria. After discussions, the committee recommended awarding the contract to Mike's Auto Salvage at a quoted rate of \$100/gross ton.

The contract, based on the American Metals Market, involved an annual average revenue of around \$50,000, depending on the metal market. The proposed contract's duration would be for three years, with an option to extend for two additional one-year periods. The agreement prepared by the County Attorney was included in the agenda packet.

Solid Waste Director Falls emphasized compliance with the County's contract and purchasing policy, noting that service contracts, such as this one, may be awarded without solicitation pricing or bids in the price of goods and services. He assured the Board that the County staff had conducted due diligence, obtained comparative pricing, and met legal and upper management requirements for fair and equitable bid reviews.

The recommendation from the Solid Waste Director and review committee was to contract with Mike's Auto Salvage at a \$100/gross ton, providing annual revenue to the County.

Motioned by Commissioner Tony W. Cozart, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board approved contracting with Mike's Auto Salvage for the scrap metal/white goods recycling contract in the amount of \$100/gross ton.

PROJECT MANAGEMENT

Board Approved Interior Alterations – Berea Branch Library

Development Services Director Scott Phillips presented the details of the interior alterations project at the Berea Branch Library. Granville County Library Director Will Robinson and Berea Branch Library Manager Maggie Hall were present but did not come forward.

Development Services Director Phillips explained that the request involved awarding a fixed-price service contract for planned interior alterations at the Berea Branch Library. The Granville County Library System expressed the need to convert approximately 200 square feet of storage space into an administrative office and a small meeting space. This work was planned for during the fiscal year 2022-2023 budget, with \$25,000 allocated for construction. The Request for Proposal (RFP) was issued on November 27, 2023, and two responses were received. Mr. Phillips recommended awarding the fixed-price service contract to Paul Williford Builder LLC, with an amount not to exceed \$23,600 unless authorized by an approved change order.

Commissioner Williford disclosed a distant kinship with Paul Williford of Paul Williford Builder LLC and opted to recuse himself from the vote.

Commissioner May sought guidance from County Attorney Jim Wrenn, questioning whether Commissioner Williford, having no financial interest, needed to recuse himself.

County Attorney Wrenn said that Commissioner Williford should vote if he had no financial interest.

Chair Karan expressed gratitude for Commissioner Williford's transparency in disclosing the distant kinship, and Attorney Wrenn restated that as long as Commissioner Williford had no financial interest in Paul Williford Builder, LLC, then Commissioner Williford could participate in the vote.

Motioned by Commissioner Jimmy Gooch, seconded by Commissioner Sue Hinman, and unanimously carried, the Board approved awarding a fixed-price construction services contract to Paul Williford Builder, LLC for interior alterations at the Berea Branch Library for an amount not to exceed \$23,600 unless authorized by an approved change order.

EMERGENCY SERVICES MATTERS

Board Approved Part-Time Firefighter Staffing

Emergency Services Director Jason Reavis explained that the purpose of this item was to consider changes to the Part-Time Fire Fighter Staffing Plan. He said that a few months ago, he had previously presented a recommendation from the Fire Commission to implement paid firefighters in fire stations from Monday through Friday for ten hours a day during business hours. However, some fire departments were encountering challenges in employing individuals for all five weekdays. As a result, the Fire Commission requested permission to employ two firefighters on days when they have a lapse in coverage in the same week. For example, if they were short-staffed on Monday, they could double up on Tuesday to ensure the necessary tasks were completed.

Emergency Services Director Reavis explained that this approach aimed to address tasks that require the presence of two individuals, such as flowing hydrants or conducting water flow studies. The proposal, presented and unanimously approved at the November 27, 2023, Fire Commission meeting, suggested allowing each of the 12 fire departments to have up to 50 hours of staffing per week, with up to two firefighters per day, still limited to Monday through Friday.

Importantly, this allowance would only apply if another day within the same week was not already covered. The arrangement would not carry over to subsequent weeks, and the Fire Commission would reassess the situation at their meeting on April 22, 2024. Both Emergency Service Director Reavis and the Fire Commission recommended this proposal for approval by the Board.

Commissioner Jay inquired about the difficulty in hiring firefighters, and Mr. Reavis confirmed the challenges, mentioning ongoing efforts to seek feedback from fire chiefs and explore ways to enhance recruitment through the County's website and social media. Commissioner Jay discussed the flexibility of paid firefighters working on their off days from other fire departments and questioned if they had to be from Granville County to which Mr. Reavis replied that they could be from other counties, but the decision lies with each fire department.

Commissioner Hinman raised concerns about the potential gaps in coverage on certain days and questioned if fire departments would eventually have full coverage. Mr. Reavis clarified that the intention was to eventually cover all shifts and mentioned discussions about incentives for full coverage.

County Manager Drew Cummings added that there is a strong interest in having all shifts covered and mentioned ongoing talks about incentives for departments to focus on full daytime shift coverage.

Commissioner May emphasized the difficulty of certain tasks for one person and expressed hope for eventually moving towards having two firefighters. He highlighted the importance of supporting the recommendation from the Fire Commission.

Commissioner Jay and Commissioner May continued discussing the complexities of firefighting tasks and expressed support for the recommendation brought forward by the fire chiefs through the Fire Commission, acknowledging the challenges in achieving optimal staffing levels.

Motioned by Commissioner Robert Williford, seconded by Commissioner Russ May, and unanimously carried, the Board approved changing the staffing plan of the part-time firefighters in Granville County not to exceed two (2) firefighters per day, 50 hours maximum per week during daytime hours Monday – Friday.

After the motion passed, Commissioner May addressed key points. He inquired about fire departments entering the contract and budget submissions, with most departments complying. Concerns were raised about wages, and Commissioner May hoped for fire chiefs' discussions on wage competitiveness. Funding assurance for potential wage increases was confirmed by County Manager Cummings. Commissioner May expressed the need for substantial funding increases for first responders, emphasizing challenges faced by volunteer fire departments, delayed upfit funding due to supply chain issues, and concerns about potential disparities in volunteer wages impacting recruitment. The discussion underscored budget concerns, wage competitiveness, and the importance of addressing challenges for enhancing the County's fire services.

APPOINTMENTS

Board Approved Reappointment to the Butner Board of Adjustment Extraterritorial Member

Motioned by Commissioner Jimmy Gooch, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board reappointed Mark Pennington to the Butner Board of Adjustment as an extraterritorial member.

Board Approved Appointments to the Granville County Citizens Advisory Committee for Environmental Affairs

Motioned by Commissioner Timothy Karan, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board appointed Katelyn Sellgren (District 5) to the Granville County Citizens Advisory Committee for Environmental Affairs.

Motioned by Commissioner Jimmy Gooch, seconded by Commissioner Russ May, and unanimously carried, the Board appointed Mike Wood (District 7) to the Granville County Citizens Advisory Committee for Environmental Affairs.

Board Approved Reappointments to the Granville County Library System Board of Trustees

Motioned by Commissioner Sue Hinman, seconded by Commissioner Robert Williford, and unanimously carried, the Board reappointed Karen Alley (District 7) to the Granville County Library System Board of Trustees.

Motioned by Commissioner Timothy Karan, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board reappointed Amy Webster (District 6) to the Granville County Library System Board of Trustees.

Board Approved Appointments to the Granville-Vance District Board of Health

Motioned by Commissioner Zelodis Jay, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board reappointed Sharon Pittman (District 1) to a Granville-Vance District Board of Health At-Large seat.

Motioned by Commissioner Robert Williford, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board reappointed Carolyn White (District 2) to a Granville-Vance District Board of Health At- Large seat.

Motioned by Commissioner Robert Williford, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board reappointed Dr. Bridget Waters to the Granville-Vance District Board of Health Veterinarian seat. (It was determined that this appointment had not expired, so it will be brought to the Board at a later date.)

Motioned by Commissioner Robert Williford, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board appointed Kelly Claiborne to the Granville-Vance District Board of Health Pharmacist seat. (It was later determined that this appointment is a conflict of interest, so this appointment will be brought back to the Board.)

Board Approved Appointments to the Senior Services Advisory Committee

Motioned by Commissioner Robert Williford, seconded by Commissioner Sue Hinman, and unanimously carried, the Board reappointed David Smith (District 2) to the Senior Services Advisory Committee.

Motioned by Commissioner Russ May, seconded by Commissioner Robert Williford, and unanimously carried, the Board reappointed Carol Jo Harris (District 5) to the Senior Services Advisory Committee.

COUNTY MANAGER'S REPORT

Board Approved Budget Amendment #5 for Fiscal Year 2023-2024

County Manager Cummings provided an overview of budget amendment #5, which had been pulled off the consent agenda and placed on the County Manager's report at the beginning of the meeting. The primary focus was on substantial additions to the overtime budgets for both the

patrol and detention sides of the Sheriff's office budget. Emphasizing the commitment to addressing overtime needs, County Manager Cummings highlighted the intention to maintain the integrity of these line items. Notably, he mentioned the transfer of significant funds, specifically \$80,000 and \$27,000, from various parts of the Sheriff's office budget to the overtime budgets of both patrol and detention. Mr. Cummings underscored the importance of these additions and introduced Sheriff Fountain to elaborate on the allocation and future budget management plans.

Sheriff Fountain delved into the current staffing status, highlighting full staffing on the Law Enforcement Officer (LEO) side, except for a single vacancy in the Special Operations Division. He detailed the distribution of sworn deputies on patrol and in various roles, emphasizing efforts to maintain high standards in training.

The Sheriff elaborated on the challenges faced during the training process, especially regarding the extension of courses beyond the expected duration. He discussed the resolution reached in collaboration with various stakeholders, including the County Manager, County Attorney, and finance personnel, to standardize training hours and reduce overtime expenses. The commitment to fiscal responsibility was emphasized, including changes in the payment structure for training periods.

Sheriff Fountain explained that adjustments were made to time-tracking procedures. He clarified distinctions based on job disciplines, such as patrol deputies' time starting at the county line and detention staff's time starting at the office. Technological solutions, including mobile devices and thumb readers, were mentioned to ensure accurate tracking of work hours.

Commissioner Williford sought clarification on the elimination of overtime pay for (Basic Law Enforcement Training) BLET classes, which Sheriff Fountain confirmed. The Sheriff provided further details on the adjustments made to ensure fairness and adherence to regulations in the payment structure for various scenarios.

Commissioner Hinman raised concerns about paying officers for commute time, prompting an in-depth discussion on jurisdictional considerations and the initiation of work hours. County Attorney Wrenn clarified legal aspects, emphasizing the reasonableness of paying officers once they enter the county or their vehicles if they live within the county.

Commissioner May inquired about the existence and updates of overtime policies within the Sheriff's department. Sheriff Fountain confirmed that a revised policy had been developed, working in collaboration with Chief Buster, and was set to be presented at an upcoming staff meeting.

Commissioner Gooch sought information on the tracking and management of overtime expenses compared to the budget. Sheriff Fountain assured those ongoing efforts involving Emma Green, Chief Buster, and collaboration with the County Manager's office included meticulous tracking and reporting on overtime expenditures.

Sheriff Fountain answered questions and discussed revenue generation strategies, including housing federal inmates and a new commissary contract. He said that monthly revenue for the detention center is \$18,000 to \$20,000, mostly from inmate housing. Concerns about vehicle policy and a 30-mile radius suggestion were raised by Commissioner May. Commissioner Cozart praised the commitment to School Resource Officers (SROs), and Commissioner May stressed strategic budget planning for additional SROs. Crime statistics, a Canine Unit, and acknowledgment of law enforcement sacrifices were also addressed. Sheriff Fountain noted that Deputy Keith Day had been assigned to handle both prisons and animal control.

Motioned by Commissioner Robert Williford, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board approved Budget Amendment #5 for fiscal year 2023-2024 as follows:

BUDGET AMENDMENT #5
January 2, 2024
Legal Document

Be it ordained, the FY 2023-2024 Annual Budget Ordinance is hereby amended as follows:

GENERAL FUND			
Expenditures	Increase	Decrease	Total
General Government			\$ 21,933
General Government	14,533		
Board of Elections	4,820		
Internal Auditor	1,230		
General Services	1,350		
Public Safety			\$ 36,379
Sheriff's Department	2,489		
Detention Center	2,000		
Emergency Management	31,400		
Addressing / GIS	490		
Animal Control	0		
Community Services			\$ 2,180
Jonesland Park Operation	1,210		
Tourism Development Authority	970		
Human Services			\$ 2,670
Oxford Senior Center	1,940		
Senior Center - North	730		
Area Projects and Other Appropriations			\$ (45,325)
Non-Departmental		(45,325)	
Contributions to Other Funds & Contingencies			1,185
Contributions & Transfers	1,185		
Total Expenditures			\$ 19,022
Revenues			
Restricted and Intergovernmental	9,399		
Appropriated Fund Balance	9,623		
Total Revenues			\$ 19,022
LANDFILL FUND			
Expenditures	Increase	Decrease	Total
Landfill Operations	\$1,185		
Total Expenditures			\$ 1,185
Revenues			
Appropriated Fund Balance	\$1,185		
Transfers			
Total Revenues			\$ 1,185

BUDGET AMENDMENT #5
Detail [For Reference Only]

				Amendment	Balance after Amendment
General Government					
Genreal Fund/Governing Board					
Expenditures: Increase/(Decrease)					
10	4110	657	HUMAN RELATIONS COUNCIL	\$14,533	\$19,533
Revenues: Increase/(Decrease)					
10	3990	991	APPROPRIATED FUND BALANCE	\$14,533	\$5,986,882
Description: To role over ending FY 2023 unspent balance of the Human Relations Council budget into the current year					

Public Safety**General Fund/Sheriff and Detention****Expenditures: Increase/(Decrease)**

10	4310	122	OVERTIME	\$80,000	\$230,000
10	4310	126	COURT PERSONNEL	(\$75,000)	\$75,000
10	4320	260	SUPPLIES	(\$5,000)	\$25,000
10	4320	122	OVERTIME	\$27,000	\$149,000
10	4310	359	RADIO MAINTENANCE	(\$3,000)	\$3,500
10	4310	398	UNDERCOVER	(\$4,000)	\$6,000
10	4320	212	UNIFORMS	(\$10,000)	\$16,710
10	4320	213	INMATE CLOTHING	(\$10,000)	\$15,000

Description: Realign Sheriff and Detention departmental budgets to cover projected overtime budget overages for the balance of the year

Public Safety**General Fund/Sheriff****Expenditures: Increase/(Decrease)**

10	4310	233	DONATION EXPENDITURES	\$4,489	\$4,489
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Revenues: Increase/(Decrease)

10	3833	310	DONATION REVENUE	\$4,489	\$4,489
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Description: Recognize donations received and budgeted expenditures for Sheriff Office donation account.

Public Safety**General Fund/Sheriff****Revenues: Increase/(Decrease)**

10	3990	991	APPROPRIATED FUND BALANCE	(\$4,910)	\$5,981,972
10	3432	850	JUNIOR DEPUTY ACCOUNT PROCEEDS	\$4,910	\$4,910

Description: To recognize funds received from the close-out of the Junior Deputy Checking Account.

BUDGET AMENDMENT #5**Detail [For Reference Only]**

					Amendment	Balance after Amendment
General Government. Public Safety, Community Services & Human Services						
General Fund/Various Departments						
Expenditures: Increase/(Decrease)						
10	4135	121	SALARIES	Internal Audit	\$1,000	\$82,396
10	4135	181	FICA		\$100	\$6,327
10	4135	182	RETIREMENT		130	\$10,589
10	4170	121	SALARIES	BoE	\$4,000	\$197,572
10	4170	181	FICA		\$300	\$28,644
10	4170	182	RETIREMENT		\$520	\$28,200
10	4260	121	SALARIES	General Services	\$1,100	\$164,465
10	4260	181	FICA		\$100	\$19,635
10	4260	182	RETIREMENT		150	\$21,142
10	4330	121	SALARIES	Emergency Mgmt.	\$26,000	\$325,994
10	4330	181	FICA		\$2,000	\$24,950
10	4330	182	RETIREMENT		\$3,400	\$41,949
10	4396	121	SALARIES	Addressing	\$400	\$66,164
10	4396	181	FICA		\$35	\$5,066
10	4396	182	RETIREMENT		55	\$8,506
10	6130	121	SALARIES	Parks & Rec	\$1,000	\$235,556
10	6130	181	FICA		\$80	\$20,931
10	6130	182	RETIREMENT		\$130	\$30,270
10	6180	121	SALARIES	Tourism	\$800	\$65,027
10	6180	181	FICA		\$65	\$4,978
10	6180	182	RETIREMENT		\$105	\$8,358
10	5860	121	SALARIES	Senior Center - North	\$1,600	\$358,759
10	5860	181	FICA		\$130	\$28,447
10	5860	182	RETIREMENT		\$210	\$46,105

10	5861	121	SALARIES	Senior Center	\$600	\$48,953
10	5861	181	FICA		\$50	\$4,744
10	5861	182	RETIREMENT		\$80	\$6,293
10	9800	60	TRANSFER TO THE LANDFILL FUND		\$1,185	\$5,623
10	8540	111	PERSONNEL ADJUSTMENT		(\$45,325)	\$49,675

Description: Fund annual buy back of vacation time for various departments, as well as to fund additional payroll needed for the Emergency Management department for the balance of the fiscal year. Additional EM funding need to cover deputy fire marshal position and additional call back pay for three EM employees.

BUDGET AMENDMENT #5

Detail [For Reference Only]

					Amendment	Balance after Amendment
Landfill Fund						
Expenditures: Increase/(Decrease)						
60	4725	121	SALARIES		\$800	\$66,564
60	4725	181	FICA		\$65	\$5,096
60	4725	182	RETIREMENT		\$105	\$8,556
60	4729	121	SALARIES		\$70	\$357,229
60	4729	181	FICA		\$55	\$28,372
60	4729	182	RETIREMENT		\$90	\$45,985
Revenues: Increase/(Decrease)						
60	3981	010	TRANSFER FROM GEN. FUND		\$1,185	\$49,538

Description: Fund annual buy back of vacation time for landfill departments.

Board Approved Broadband Partnership with NCDIT and Spectrum

Deputy County Manager Korena Weichel presented an agenda item concerning the approval of a broadband partnership agreement between the North Carolina Department of Information Technology Spectrum Southeast and Granville County. The Spectrum broadband partnership aimed to provide high-speed fiber internet connection to over 1,500 locations in Granville County within two years, with a total project cost of \$11.9 million.

Deputy County Manager Weichel noted a change in the funding source for the County's \$10,000 match, as it was recommended to use unrestricted general fund revenue instead of ARPA (American Rescue Plan Act) funds, considering the higher level of monitoring and reporting associated with the latter. The County Manager was recommended to execute the agreement and allocate the \$10,000 in funding from unrestricted general fund revenues.

Commissioner May inquired about the Rural Digital Opportunity Fund (RDOF) and the decision-making process for fiber placement. Deputy County Manager Weichel explained the eligibility requirements for state projects and mentioned that decisions on fiber placement are primarily made by the provider applying for state funds. Gaps in the map may have RDOF funding, and decisions are made by the provider.

Commissioner Jay shared observations of fiber being laid in certain areas, expressing optimism about the progress.

County Manager Drew Cummings appreciated the Deputy County Manager's efforts and emphasized the commitment to maximizing funding opportunities for citizen connectivity.

Discussion ensued about ongoing projects, including the possibility of another Completing Access to Broadband (CAB) project and Request for Proposals (RFPs) for providers to propose projects.

Motioned by Commissioner Russ May, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board approved authorizing the County Manager to execute Grant Agreement #2000072587 between NC DIT, Spectrum Southeast, LLC, and Granville County and to allocate \$10,000 in funding from its American Rescue Plan Act (ARPA) funds.

Board Approved Department of Social Services’ Mid-Year Salary Adjustments and Bonus Incentive Plan

Deputy County Manager Weichel discussed the impact of labor shortages on various industries, including Granville County. The Department of Social Services has been particularly affected by employee turnover, with other agencies luring employees away for better pay and benefits. To address this, a comprehensive compensation four-step plan was developed:

- 1. Creation of a separate pay plan for social service positions.
- 2. Increase in the minimum starting salary for low to mid-level positions.
- 3. Application of a formula based on years of service in comparison to the current salary, with additional increases where indicated.
- 4. Implementation of a recruitment bonus for new employees and a retention bonus based on the current salary for existing employees.

The graph presented illustrated the average increase to employees based on years of service, showing that the plan benefited both newer and longer-tenured employees. Granville County's cost share for social services employee salaries was approximately 50%, with state reimbursement covering the remaining cost for the fiscal year. The County's share of adjustments and bonus incentives was approximately \$184,000, with lapsed salaries of \$274,000 available in the current budget to cover these increases.

Motioned by Commissioner Sue Hinman, seconded by Commissioner Tony W. Cozart, and unanimously carried, the Board approved salary adjustments for the Department of Social Services effective on the first pay date in February 2024 and the bonus incentive plan effective on the dates specified in the following recruitment and retention bonus incentive plan:

DSS Recruitment and Retention Bonus*		
RECRUITMENT BONUS	WHO IS ELIGIBLE TO RECEIVE	DISTRIBUTION SCHEDULE
Recruitment Bonus (\$4000)	New employees hired between January 1, 2024 and March 3, 2024.	\$2000 with April 3, 2024 paycheck \$1000 with October 2, 2024 paycheck \$1000 with April 2, 2025 paycheck
Recruitment Bonus (\$2000)	New employees hired between March 4, 2024 and September 1, 2024.	\$1000 with October 2, 2024 paycheck \$1000 with April 2, 2025 paycheck
Recruitment Bonus (\$1000)	New employees hired between September 2, 2024 and March 2, 2025	\$1000 with April 2, 2025 paycheck
RETENTION BONUS		
Retention Bonus (\$4000)	Current employees earning under \$50,000 per year as of January 1, 2024	\$2000 with April 3, 2024 paycheck \$2000 with October 2, 2024 paycheck
Retention Bonus (\$1500)	Current employees earning over \$50,000 per year as of January 1, 2024	\$1500 with April 3, 2024 paycheck

*To be eligible for each subsequent payout, employees must maintain continuous employment through the final bonus payment date.

Methodology PRO-RATED RECRUITMENT BONUSES: Earlier hires get full recruitment bonus; later hires get partial bonus.
RETENTION BONUS Lower paid positions get larger retention bonus spread out over six months to encourage retention and reduce turnover in these positions.

County Manager's Report

County Manager Drew Cummings did not have any further items to report.

COUNTY ATTORNEY'S REPORT

County Attorney Jim Wrenn did not have any items to report.

PRESENTATIONS BY COUNTY BOARD MEMBERS

Commissioner Hinman mentioned a busy holiday season. She expressed gratitude for being invited to the County Line Baptist Missionary Association's inaugural combined service, noting the packed fellowship hall and sanctuary. Thanks were extended to all attendees.

Commissioner Cozart wished everyone a Happy New Year.

Commissioner May expressed condolences for the loss of Sergeant Phillip Nix from the Greensboro Police Department, noting the initiation of the State's Blue Alert. He also acknowledged Chair Karan's loss of his mother and offered heartfelt thoughts and prayers to his family. Additionally, condolences were extended to Mr. Albert "A. J." Spiess for the loss of his father during the holidays, recognizing the added difficulty of losing a parent during that time. Commissioner May expressed gratitude for the efforts of first responders and volunteers, emphasizing the importance of addressing and improving upon current issues. Thanks were conveyed at the end of the statement.

Commissioner Gooch also offered condolences to Chair Karan. He wished everyone a joyous new year and said it is time to get to work.

Commissioner Jay offered condolences and prayers to Chair Karan at the loss of his mother. He shared a positive experience before Christmas, where Stovall Shaw alumni, along with the Sheriff and his staff, served ice cream at Stovall Shaw Elementary. Commissioner Jay highlighted the joy of interacting with the children who were excited about the Sheriff's department, and asked lots of questions. Appreciation was expressed to the Sheriff for the initiative. Commissioner Jay mentioned plans for another event at West Oxford Elementary. He wished everyone a Happy New Year and shared that his Christmas was marvelous.

Chair Karan expressed gratitude to the Granville County family for their support during the recent loss of his mother. He acknowledged first reaching out to Clerk Debra Weary about the passing of his mother, which occurred on December 20, 2023, and noted that he heard at eight o'clock in the evening. He appreciated the heartfelt responses and said that the local community's love and compassion during a difficult time were deeply felt. Despite the challenging process, Chair Karan found solace in knowing his mother is in a better place. He expressed humbleness about the outpouring of support from people he had not spoken to in a while. Chair Karan conveyed appreciation to everyone, wished a Happy New Year.

Sheriff Fountain announced a celebration for John Hardy, former Sheriff, who continued working with them monthly after his retirement. The event, to be held on Friday, January 5, 2024, at 12:00 noon, to recognize Mr. Hardy's service in various law enforcement roles. All were invited to attend.

ANY OTHER MATTERS

There were no other matters.

ADJOURNMENT

Motioned by Commissioner Russ May, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board adjourned at 8:35 p.m.

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