

**OXFORD, NORTH CAROLINA**  
**November 2, 2015**

The Members of the Honorable Board of Commissioners of Granville County, North Carolina met in a regular meeting on Monday, November 2, 2015 at 7:00 p.m. in the Auditorium, Granville Expo and Convention Center, 4185 US Highway 15 South, Oxford.

***Present were:***

***Chairman:*** Tony W. Cozart

***Commissioners:*** R. David Currin, Jr. Zelodis Jay  
Timothy Karan Ed Mims  
David T. Smith Edgar Smoak

***County Manager:*** Michael S. Felts

***County Attorney:*** James C. Wrenn, Jr.  
***Assistant County Attorney:*** Gerald T. Koinis

***News Reporters:*** Elizabeth Coleman – *Butner-Creedmoor News*  
Linda Nicholson – *Oxford Public Ledger*

**MEETING CALLED TO ORDER**

At 7:00 p.m., Chairman Tony W. Cozart called the meeting to order. Chairman Cozart then recognized Commissioner R. David Currin, Jr. for the invocation and Pledge of Allegiance.

**BOARD APPROVED CONSENT AGENDA**

Upon a motion by Commissioner Zelodis Jay, seconded by Commissioner Edgar Smoak, and unanimously carried, the Board approved the consent agenda as follows:

- (A) Approved the Summary of Contingency and Use of Fund Balance report which showed the following balances:

General Contingency Balance	\$ 170,000
Environmental Disaster Contingency	\$ 10,000
General Fund Appropriated Fund Balance	\$ 2,651,406

- (B) Approved Budget Amendment #3 as follows:

***Budget Amendment #3***

***Be it ordained,*** the FY 2015-2016 Annual Budget Ordinance is hereby amended as follows:

**GENERAL FUND**

Expenditures: Increase/(Decrease)

Public Safety		
	Sheriff's Department	101,521
	911 Operations	(35,000)
	Addressing / GIS	35,000
Human Services		
	Social Services	(106,594)
	HCCBG & Transportation	1,200

Area Projects and Other Appropriations

Special Projects	8,837	
Pass Thru Funds and Transfers	14,608	
<b>Total Expenditures</b>		<b>19,572</b>

Revenues: Increase/(Decrease)

Licenses, Fees & Other Revenue	109,001	
Restricted and Intergovernmental	11,658	
Appropriated Fund Balance	(101,087)	
<b>Total Revenues</b>		<b>19,572</b>

(For reference only)

Balance

General Fund/ Pass Through

Revenues: Increase/ (Decrease)

10- 3327 333	ROAP Grant	14,546	162,777
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Expenditures: Increase/ (Decrease)

10- 5300 314	Work First Transportation	1,041	15,377
10- 5859 505	EDTAP - Transportation Grant	1,200	67,451
10- 8580 140	KARTS/ RGP Allocation	12,305	79,949

Description: To adjust the current year budget to reflect fiscal year funding for the Rural Operating Assistance Program grant.

General Fund/ Special Appropriations

Revenues: Increase/ (Decrease)

10- 3990 - 991	Appropriated Fund Balance	\$ 8,837	\$ 2,761,330
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Expenditures: Increase/ (Decrease)

10- 8500 632	K A R T S	8,837	43,398
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Description: To provide additional funding to KARTS as approved by the Granville Board of Commissioners on October 19, 2015.

General Fund/ Pass Through Fund

Revenues: Increase/ (Decrease)

10- 3990 - 991	Appropriated Fund Balance	\$ (109,001)	\$ 2,652,329
10- 3439 310	E-911 Allocation From Oxford	109,001	109,001

Description: To reflect funding from the City of Oxford for its share of E-911 operation costs for FY2016.

General Fund/E-911

Revenues: Increase/ (Decrease)

10- 3990 - 991	Appropriated Fund Balance	\$ 2,303	\$ 2,654,632
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Expenditures: Increase/ (Decrease)

10- 8580 657	Human Relations Council	2,303	5,403
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Description: To carry forward unexpended Human Relations Council funding from FY 2014-15.

General Fund/Social Services

Revenues: Increase/ (Decrease)

10- 3538 332	Public Assistance	(2,888)	426,179
10- 3990 - 991	Appropriated Fund Balance	\$ (3,226)	\$ 2,651,632

Expenditures: Increase/ (Decrease)

10- 5300 622	Crisis Interaction Program	530	205,059
10- 5300 623	Energy Neighbor (CP&L)	(3,418)	1,662
10- 5300 624	Wake Electric Round Up	(3,928)	107
10- 5300 651	Duke Energy Low Income Grant Exp	702	702

*Description:* To reflect current year adjustments in public assistance contribution from Progress Energy as well as carry forward of prior year assistance from Wake Electric and Progress.

General Fund/Addressing - GIS

*Expenditures: Increase/ (Decrease)*

10-	4396	399	Street Signs	35,000	35,000
10-	4390	399	Street Signs	(35,000)	0

*Description:* To move funding for street sign purchases from E-911 operations to GIS Addressing.

General Fund/Sheriff

*Expenditures: Increase/ (Decrease)*

10-	5300	540	Capital Outlay - Cars	(101,521)	23,500
10-	4310	540	Capital Outlay - Cars	101,521	451,521

*Description:* To correct budget amendment #1. Funding for cars should go to the Sheriff's Department (4310)

- (C) Approved the Minutes of the October 5, 2015 and October 19, 2015 Meetings as recorded.

**RECOGNITION OF LEADERSHIP GRANVILLE CLASS OF 2015-2016**

The Commissioners met informally with the Leadership Granville Class of 2015-2016 prior to the regular meeting. Chairman Cozart recognized the Leadership Granville Class. The Class will meet with Department Heads on November 12<sup>th</sup>. The members of the Class are as follows:

Angela Allen	Granville County Tourism Director
Gloria Bauer	Town of Butner
Erin Cashwell	Granville Health System
Lisa Crosby	Vino Oasi-Co-Owner
Elizabeth Davis	Town of Butner
Alex Drake	Drake Denistry
Marianne Durling	Granville Health System
John Elsbernd	Federal Bureau of Prisons
Laura Gabel	Retired
Ann Hudson	KARTS
Debra Hughes	VGCC
Amy Jacobs	Federal Bureau of Prisons
Floyd Johnson	Boys and Girls Clubs
Kenneth Moss	Bridgestone Bandag
Artresiah Rogers	Federal Correctional Complex
Leland Stewart	Granville County Senior Services
Tonya Thomas	Granville County Schools
Vivian Wright	Granville County

**BOARD RECOGNIZED DELPHINE A. HAWLEY**

Chairman Cozart recognized Commissioner Smith and he recognized Delphine A. Hawley for her years of service with Granville County Social Services and presented her with a plaque from the Board that read as follows:

Delphine A. Hawley  
 Granville County Department of Social Services  
 April 1, 2003 – October 31, 2015  
 In Recognition of Outstanding Service  
 to

The Citizens of Granville County  
Presented by  
The Granville County Board of Commissioners  
November 2, 2015

**BOARD RECOGNIZED DEBRA WILLIAMSON**

Vice Chairman Karan recognized Debra Williamson for her years of service with Granville County Social Services and presented her with a plaque from the Board that read as follows:

Debra Williamson  
Granville County Department of Social Services  
September 19, 1988 – September 30, 2015  
In Recognition of Outstanding Service  
to  
The Citizens of Granville County  
Presented by  
The Granville County Board of Commissioners  
November 2, 2015

**BOARD RECOGNIZED GAIL LANE**

Chairman Cozart recognized Gail Lane for her years of service with Granville County Social Services and presented her with a plaque from the Board that read as follows:

Gail Lane  
Granville County Department of Social Services  
December 2, 1985 – October 31, 2015  
In Recognition of Outstanding Service  
to  
The Citizens of Granville County  
Presented by  
The Granville County Board of Commissioners  
November 2, 2015

**DURING PUBLIC COMMENTS ONE SPOKE ABOUT VETERANS AFFAIRS  
FUNDRAISING AND ONE SPOKE ABOUT THE SCHOOL SYSTEM**

**Jim Blanchard, 805 Hillsboro Street, Oxford, NC,** said that the Veterans Affairs Committee had a fundraising program last year to raise money for an event in January to celebrate veterans. He said that the Veterans Affairs Committee is an unfunded committee and they have to raise money to have events. He said they want to have an event for veterans returning from active duty. He said that the Veterans Committee is taking a letter to local businesses, banks and others to solicit donations for their activities. He said he was kicking off the fundraising event tonight and asked the Board to consider a donation. He referred to the donation levels on the fundraising letters. He thanked the Board and Commissioner Mims who serves on the Veterans Affairs Committee for their support.

**R. David Currin, Jr., 2578 Joe Pruitt Road, Oxford, NC**, made the following

Comments regarding Granville County Public Schools:

Thank you fellow Board members. I wanted to address this from this position and not as a County Commissioner seat during the time we go around the Board because it is an item that concerns me greatly. In the past years I have served with 5 superintendents of the Granville County School System as the liaison. I have served as a single liaison and I have served in the past number of years as a dual liaison with Dr. Cozart. An event happened in this past week that has prompted me to want to address this Board not to bring up spilt milk, but just to face a fact, reality. While on the Board of Commissioners, I have served as Liaison to the Finance Committee and Chairman of the Finance Committee at Granville Medical Center. I am on the Finance Committee of South Granville Water and Sewer Authority and the roles that I have. I served as a Comptroller with a company that I am presently the President and CEO for 20 years. So I have seen a few dollars over my lifetime and my job was always to make sure that there were ample funds to make ends meet. We have Leadership Granville here tonight and I was a member of that class some 21 years ago, a graduate. I see Doan Laursen is here and still able to walk because he was cooking chilli at that event that we had some years ago. In the past 2 to 3 years, there have been an enormous amount of lies, innuendos and personal agendas that have impacted the Granville County School System. I don't make those statements lightly, I know them as fact. I have shared many of those with many of you on the Board that was serving then. I am not going to go into any of those and delve on any of those, but I know for a fact that our school system has been impacted by personal agendas and lies.

A leader is a person that looks to the future, can handle today and plans for those that place their trust in that person. Dr. Howard is the leader of the school system and Superintendent and for all I know a fine man.

The school system is hemorrhaging, badly. We waltz around it, we talk about it, we have great people in the school system, dedicated people in the school system and people that care and you see by Facebook the activities that they are involved in each and every day. But I am afraid we are going to be so far behind the stone, if something does not change to move us forward that we cannot recover. The only limitation to the people leaving the school system are the lack of seats in the charter schools, that is a fact. We are one school in our system away from being an entire system that's failing. This did not come about in the last 6 months to the year, it's been going, but we show from the information the School Superintendent shared with us some weeks ago at a business meeting that we are going in the wrong direction each year worse than the year before that. As an employer, when I see someone come to apply for a job and they can neither read nor write, I know their destiny will not end there, but a continued cycle of closed doors. I have shared with this Board my concern about this situation, our relationship in this situation, that's my opinion, you don't have to agree or disagree, but our school system is hemorrhaging.

The thing that prompted this need for me to address the Board is a new lie that is going around that somehow got tapped on to me, and that being that Joe Toler Oak Hill School is being closed. I had nothing to do with that. I called Dr. Howard today and talked to Dr. Howard about that and he said he too had heard this and that the School Board would be addressing this in the opening of their meeting tonight, that this was yet another miscommunication that has come about about the school system. Someone, a citizen, addressed the School Board in an idea of closing Joe Toler and Wilton School to save money. The School Board took no action, plans to take no action, but Dr. Howard said today that people were approaching him, calling him, that it was on the radio station today if you were concerned about Joe Toler Oak Hill Elementary School, that you should show up at the Board tonight and voice your concern. To me, this is a total miscommunication of information and really since it's nothing going to happen it is insignificant because Dr. Howard says it is not even being addressed by our School System. Our School System is forming committees and they are talking about things and they're doing things. There are a number of groups that are working with their own plans and own ideas. All I can say, and I know my three minutes is way past, but I am concerned. Our school system is hemorrhaging. The

only bandage that is on our school system is the lack of seats in the charter schools. I praise everybody that works for the school system, that tries in the school system, that does in the school system, but it's time for the lying to stop and it's time for the people to stand up and expect difference. When the School Board cannot tell us how many children cannot read or write, cannot tell us how many children are leaving for why, we have a concern. I have expressed this to this Board. But I am tired of the lies. I am tired of the hidden agendas. We need to focus on what's really important and that's returning our School System to a School System of Excellence. I wish Dr. Howard and the Board of Education the very best. They have an enormous challenge ahead of them, but continuing to ask to make back door deals and arrangements and all of the other things that I despise so bad about this business – it's seen it's day.

Thank you.

**BOARD APPROVED PHONE SYSTEM FOR THE NEW GRANVILLE COUNTY SENIOR CENTER**

Chairman Cozart stated that the North Carolina Department of Information Technology Services assisted the County in the solicitation and receiving of bids for a digital phone system for the new Granville County Senior Center. Two proposals were received from the four vendors that expressed interest. Although the funding for the equipment purchase is available in the project budget, the request is being brought back to the Board for final approval per policy because the expenditure is in excess of \$5,000.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board approved awarding a purchasing contract to Bunn Communications for a price not to exceed \$5,397.04 for the phone system at the new Granville County Senior Center.

**BOARD APPROVED GRANT PRE-AWARD AND POST-AWARD SOFTWARE SERVICE SOLUTION**

Granville County Administration and Finance staff met with Lauren Powell, eCivis Account Executive following the 2015 NACO Conference. eCivis provides a Pre-Award & Post-Award Software Service Solution. Services include grant research, tracking, reporting, and grant writing assistance. Chairman Cozart said this should help give Granville County a competitive edge in efforts to secure grants.

Upon a motion by Commissioner R. David Currin, Jr., seconded by Commissioner Edgar Smoak, and unanimously carried, the Board approved the purchase of eCivics software service solution at an annual cost of \$5,670.00

**BOARD APPROVED PARK ENGINEERING SERVICES AND PARTF GRANT ASSISTANCE**

On September 2, 2015 Michael Felts, County Manager & Banita Onyirimba, County Grants Coordinator attended a PARTF Grant Workshop in anticipation of developing a PARTF

grant application in the Spring of 2016 for a potential tennis facility to be located at the Granville Athletic Park. A significant portion of the grant application includes the preparation of a site specific plan along with an associated environmental review. County Administration reached out to McGill Associates (McGILL), an engineering firm with a tremendous track record in working with PARTF grants and recreational projects in North Carolina.

Chairman Cozart referred to information in the agenda packet including a draft proposal for services related to Engineering Services associated with the Granville Athletic Park expansion, site plan, and PARTF grant assistance. The scope and services are outlined in the draft proposal for a lump sum fee of \$8,000. Although funding to support the service is available in the current budget, the request is being brought to the Board for final approval because the expenditure is in excess of \$5,000.

Upon a motion by Commissioner Timothy Karan, seconded by Commissioner David T. Smith, and unanimously carried, the Board approved authorizing the County Manager and County Attorney to finalize an agreement for Park Engineering services and PARTF grant assistance with McGill Associates for an amount not to exceed \$8,000.

**BOARD REAPPOINTED R. DAVID CURRIN, JR. (DISTRICT 3), L.C. ADCOCK (DISTRICT 2), AND VERNELL ANDERSON (DISTRICT 4) TO THE GRANVILLE HEALTH SYSTEM BOARD OF TRUSTEES**

Upon a motion by Commissioner Edgar Smoak, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board reappointed R. David Currin, Jr. (District 3), L.C. Adcock (District 2) and Vernell Anderson (District 4) to the Granville Health System Board of Trustees.

**COUNTY MANAGER'S REPORT**

County Manager Felts stated that he had an economic development matter for closed session.

**BOARD APPROVED EMPLOYEE APPRECIATION BREAKFAST**

County Manager Felts stated that in previous years, the Board has held an Employee Appreciation Breakfast prior to the Christmas holiday. The Oxford Methodist Church is again available to host the breakfast on Thursday, December 3<sup>rd</sup> from 6:30 a.m. – 9:00 a.m. if the Board wishes to proceed.

Upon a motion by Commissioner Ed Mims, seconded by Commissioner Edgar Smoak, and unanimously carried, the Board approved the Employee Appreciation Banquet on December 3, 2015 from 6:30 a.m. – 9:00 a.m. at the Oxford Methodist Church.

**BOARD APPROVED DISPOSITION OF SURPLUS PROPERTY - VEHICLES**

County Manager Felts stated that per Granville County’s surplus procedures, all vehicles must be approved for sale or transfer by the Granville County Board of Commissioners prior to their sale or transfer. He then referred to the agenda packet to a list of vehicles from the Sheriff’s Office and the recommended action for each.

Upon a motion by Commissioner Edgar Smoak, seconded by Commissioner Zelodis Jay, and unanimously carried, the Board approved declaring the following vehicles as surplus and approved their disposition as follows:

<b>Description</b>	<b>Last four (4) of Vin #</b>	<b>Approved Action</b>
2009 Dodge Charger	6536	Sell at online auction
2008 Dodge Charger	6071	Sell at online auction
2004 Dodge Durango	6873	Retain for other County use or sell at online auction if not usable for another County Dept.
2005 Crown Vic*	4567	Transfer to School System

\*this automobile was declared surplus on 7/7/2014 and was recommended for sale at auction. The School System has expressed interest in this automobile.

**BOARD APPROVED THE LIBRARY ADMINISTRATIVE ASSISTANT POSITION RECLASSIFICATION**

County Manager Felts stated that positions are reevaluated, as a regular part of the ongoing maintenance of the Granville County Pay and Classification Plan, when significant changes to job descriptions/duties occur. Changes in job descriptions can occur due to legislative changes, technology changes, or changes in the needs of County operations.

A copy of a letter from the Library Director, dated September 24<sup>th</sup>, requesting the Library Administrative Assistant position be reclassified from a pay grade 13 to a pay grade 15 was included in the agenda packet. Funding is available within the existing fiscal year 2015-2016 budget to accommodate this reclassification request. The Human Resources Director reviewed this request and the position and recommended approval.

Commissioner Zelodis Jay made a motion to approve the request and it was seconded by Commissioner R. David Currin, Jr.



Commissioner Smoak asked for clarification on previous duties and funding. County Manager Felts explained that the Library Director acted as the Executive Director for the Library Board of Trustees and took the minutes. He said that was often difficult as the Library Director was also involved in the meeting. He clarified that funding is available in the budget for this request and this position was not part of the reevaluation of the rest of the department, but left for the new Library Director to evaluate.

When Chairman Cozart called for a vote on the motion, it passed unanimously to approve changing the pay grade reclassification for the Library Administrative Assistant position from a pay grade 13 to a pay grade 15 with the appropriate pay adjustment based on the pay range for one employee currently in the position.

#### **UPDATE ON GRANVILLE COUNTY VETERAN SERVICES POSITION**

County Manager Felts gave an update on the Granville County Veteran Services position for information only. At previous Board of County Commissioners meetings, individuals have requested that additional office/service hours be added to the County's veteran services office. Mr. Pello Duncan has provided part-time services on Mondays and Wednesdays for Granville County since 1999. Suggestions received to-date include the following options:

1. Consolidate services with an adjacent county
2. Fill the part-time position and maintain 15-19 hours per week
3. Increase the part-time position to full-time and fill as soon as possible
4. Consolidate veteran services with another position already full-time with Granville County
5. Eliminate the position and refer veterans to Veteran Service Centers in the urban areas.

The Human Resources and Administration Staff are researching these options and plan to have information for the Board's consideration at a future meeting. The Veteran Services Advisory Committee discussed options at their meeting on October 20<sup>th</sup> and we anticipate they will present a recommendation to the Board of Commissioners soon.

A twelve month summary of the Granville County VSO Service Reports, current Granville County job description for a Veteran Services Officer, and an email from Jim Golgart, President NACVSO along with reference attachments, were included in the agenda packet.

Chairman Cozart thanked Mr. Duncan for his years of service and dedication to veterans and their families in our County.

When asked, County Manager Felts stated that Mr. Duncan's last day was October 28<sup>th</sup> and that inquires for service are being directed to surrounding agencies until the position is filled. He said that he hopes to fill the position as soon as possible.

Commissioner Smoak emphasized that the position needs to be filled as soon as possible.

Commissioner Mims asked if a meeting with Jim Blanchard, Chairman of the Veterans Affairs Committee, and the County Manager could be set up before the next Board meeting. He noted that the position should be filled by a veteran and wanted that to be considered.

Following discussion by the Board, Chairman Cozart said that the numbers in the report show that we have people in our County who have made a great sacrifice and that we are happy to have services for our veterans.

**DURING COUNTY ATTORNEY'S REPORT, BOARD APPROVED EASEMENT WITH DUKE ENERGY PROGRESS, INC. FOR SOLAR FARM SITE AT THE GRANVILLE COUNTY LANDFILL**

County Attorney Wrenn stated that work is being performed at the landfill solar farm site and a request for an easement for overhead powerlines has been received. He said that due to pressures of construction, the easement needs to be less specific but can be addressed later on as the site is constructed. He asked the Board to consider approval so that construction can move forward.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Edgar Smoak, and unanimously carried, the Board approved the County Attorney's recommendation to approve the easement with Duke Energy Progress, Inc. for the solar farm site at the Granville County Landfill.

**COUNTY ATTORNEY'S REPORT**

County Attorney Wrenn stated that he had attorney-client privilege matters for closed session.

**BOARD PRESENTATIONS**

Commissioner Jay reported that the Environmental Affairs Committee will meet with local fast food restaurants to address litter issues on County roads.

Commissioner Smith announced the Veterans breakfast sponsored by the Granville County Senior Services and Amedisys Home Health and Hospice at the Granville Expo and Convention Center on Tuesday, November 10<sup>th</sup> at 9:00 a.m. He also reminded everyone that

the Granville County Senior Center will host their annual Arts and Crafts Bazaar on Saturday, November 7<sup>th</sup> from 9:00 a.m. to 3:00 p.m.

Commissioner Mims said that the Veterans Affairs Committee will host its first Veterans Appreciation Day on January 23, 2016. He reminded everyone of the Veterans Day Ceremony in Butner on Wednesday, November 11<sup>th</sup> at 11:00 a.m. He encouraged those who have not already voted to vote on Tuesday, November 3<sup>rd</sup>.

Chairman Cozart stated that he attended the Social Services Institute this year and that it was very informative. He said the Social Services Agency is making progress and working very hard, but the department is feeling the effects of NC FAST. He said that the suggested solution is that more people are needed and thanked the Board for their support during this budget year.

**BOARD WENT INTO CLOSED SESSION**

Upon a motion by Commissioner Edgar Smoak, seconded by Commissioner Ed Mims, and unanimously carried, the Board went into closed session as allowed by G.S. 143-318.11(a)(3) and (4) 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 and to establish; and to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations.

Upon a motion by Commissioner David T. Smith, seconded by Commissioner Timothy Karan, and unanimously carried, the Board returned to regular session.

**BOARD ADJOURNED**

Upon a motion by Commissioner R. David Currin, Jr., seconded by Commissioner Zelodis Jay, and unanimously carried, the Board adjourned.

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