

September 8, 2020

Due to the COVID-19 virus pandemic, the Board of Commissioners of Franklin County, North Carolina, met for its Regular Meeting at 7:00 P.M. via an electronic meeting (Zoom) with the following Commissioners present: Chairman Sidney E. Dunston, Vice-Chair Shelley Dickerson, Cedric K. Jones, Sr., Harry L. Foy, Jr., Mark Speed, David Bunn and Michael Schriver.

The public was not allowed to physically attend this meeting; however, the meeting was livestreamed on YouTube at <http://franklincounty.today>. Citizens were also able to view or listen to the meeting via Zoom.

Chairman Dunston called the meeting to order and asked the Board to consider approval of the consent agenda.

Commissioner Speed made a motion to approve the consent agenda. The motion was seconded by Commissioner Bunn and duly carried approval with all present voting "AYE."

The items approved are as follows.

I. CONSENT AGENDA

- A. June 4, 2020 Minutes (correction of minutes)
- B. 2021 Board of Commissioners Meeting Schedule
- C. Completion of Upset Bid Process on Parcel 026264
- D. Budget Ordinance Amendment #2 (Pursuant to North Carolina General Statute 159-15, the County Finance Officer is requesting a budget ordinance amendment in the amount of \$578,656.)
- E. Coronavirus Relief Fund Project Budget Ordinance Amendment No. 1 in the amount of \$1,352,443
- F. Business Information Systems Contract (multiyear contract)
- G. Planning Department Copier Lease with Document Systems, Inc. (authorize County Manager to execute multiyear contract)

Item 1-D



Finance Office
 Jamie Holtzman, Finance Director
 113 Market Street
 Louisburg, NC 27549
 Phone: 919.498.3182

**Amendment to the Franklin County Budget Ordinance
 2020/2021
 Amendment No. 2**

BE IT ORDAINED by the Franklin County Board of Commissioners pursuant to North Carolina General Statutes 159-15, the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2021.

SECTION 1 of the Franklin County Budget Ordinance, pertaining to the General Fund operations of the County, shall be amended as follows:

Increase/(Decrease) Appropriations:

Communications Center	\$ 215,742
Fire Protection	520,960
Sheriff Department	524,919
Health Department	5162,011
DSS - Emergency Food & Shelter	555,226
Board of Election	599,798
Total	\$ 578,656

Increase/(Decrease) Revenues:

Emergency Food and Shelter for Utilities (CARES) Grant	32,749
Emergency Food and Shelter for Rent (Phase 37) Grant	22,477
BOE CARES Act Grant	99,798
COVID19 Health Dept Grant	162,011
NCDPS Coronavirus Emergency Supplemental Funding Grant	\$ 24,919
Fund Balance Appropriated	\$ 236,702
Total	\$ 578,656

This Amendment:

* appropriates funds to the Communications Center budget for Radio Terminal Maintenance Agreement, Radio Terminal Repairs and Training Video Proposal that was approved at the August 3rd Board of Commissioners Meeting.

Funding Source: Fund Balance Appropriated

* appropriates funds to the Fire Protection budget for additional funding requested by the NC Forestry Service that was received after the budget was presented.

Funding Source: Fund Balance Appropriated

* appropriates funds to the Sheriff budget for a 2020 Coronavirus Emergency Supplemental Funding Grant.

Funding Source: NC Department of Public Safety
Governor's Crime Commission

* appropriates funds to the Health Department budget for an additional COVID grant for enhancing detection activities .

Funding Source: NC Division of Public Health
Epidemiology/Communicable Disease Branch

* appropriates funds to the Social Service Programs budget for an additional Emergency Food and Shelter Program Grant.

Funding Source: United Way Emergency Food and Shelter Program

* appropriates funds to the Board of Election budget for a CARES Act grant received.

Funding Source: North Carolina State Board of Elections

SECTION 2: Copies of this amendment shall be made available to the Budget Officer and the Finance Director for direction in carrying out this project.

ADOPTED THIS 8th DAY OF SEPTEMBER, 2020.

SIDNEY E. DUNSTON, CHAIRMAN

KRISTEN KING, CLERK

Item 1-E



Finance Office
 Jamie Holtzman, Finance Director
 113 Market Street
 Louisburg, NC 27549
 Phone: 919.496.3182

**Amendment to the Franklin County Coronavirus Relief Fund Project Budget Ordinance
 Amendment No. 1**

BE IT ORDAINED by the Franklin County Board of Commissioners pursuant to North Carolina General Statutes 159-26 (b)(2), the following amendment be made to the Coronavirus Relief Fund (CRF) Project ordinance.

SECTION 2 of the Franklin County Coronavirus Relief Fund Project Budget Ordinance shall be amended as follows:

Increase/(Decrease) Revenues:

Coronavirus Relief Fund CARES Act Grant	\$ 1,352,443
Total	\$ 1,352,443

SECTION 3 of the Franklin County Coronavirus Relief Fund Project Budget Ordinance shall be amended as follows:

Increase/(Decrease) Appropriations:

Salaries	\$ 819,632
Distribution to Towns	<u>532,811</u>
Total	\$ 1,352,443

This Amendment:

* recognizes the second round of Coronavirus Relief Fund grant payments to Franklin County.

SECTION 4 Copies of this amendment shall be made available to the Budget Officer and the Finance Director for direction in carrying out this project.

ADOPTED THIS 8th DAY OF SEPTEMBER, 2020.

 SIDNEY E. DUNSTON, CHAIRMAN

 KRISTEN KING, CLERK

2. COMMENTS FROM THE PUBLIC

This was the time set aside by the Board of Commissioners to allow individuals to address the Board on issues concerning the county.

Members of the public who wished to make public comments were required to register by emailing publiccomments@franklincountync.us before 12:00 pm (noon) on Tuesday, September 8, 2020 and include their name, address, comment topic, phone number they would call from and email address. Individuals were recognized (by video or phone call using the instructions listed at the beginning of this agenda) for comments in the order registered. The time limit for each speaker was five minutes with a total time limit set aside for informal public comments totaling 30 minutes.

Frank Winstead, 145 Victoria Court, Youngsville

- Unified Development Ordinance

3. **UPDATE: COVID-19**

Health Director Scott LaVigne provided an update on the pandemic. No action was requested.

4. **UNIFIED DEVELOPMENT ORDINANCE (UDO) UPDATE**

The Board of Commissioners allocated \$125,000 within the current budget for updates to the UDO which are required as part of recent State legislation related to NCGS 160D as well as the completion of the County's Comprehensive Development Plan (CDP). Following the Request for Qualifications process where five proposals were reviewed, staff is recommending awarding the contract to Stewart Engineering Inc. based upon their previous experience and project approach. The contact amount is \$118,250.

Commissioner Schriver made a motion to approve a contract with Stewart Engineering Inc. to provide updates to the Unified Development Ordinance in the amount of \$118,250. The motion was seconded by Commissioner Dickerson and was approved 6 to 1 with Commissioner Foy voting in opposition.

5. **OTHER BUSINESS**

Commissioner Foy asked if a public referendum would be included on the November ballot regarding the (Brunch Bill) sale of beer and alcohol on Sundays beginning at 10:00am. Currently it cannot be sold until noon on Sundays. The Clerk read from the minutes of November 20, 2017 which stated, "Attorney Pete Tomlinson stated there is no provision for the board to ask the public to weigh in (vote) on a decision the Board is tasked to make."

6. **BOARD, MANAGER AND CLERK'S COMMENTS**

Clerk to the Board Kristen G. King: No comments were offered.

Commissioner Sidney E. Dunston: Chairman Dunston provided information from the Kerr-Tar Regional Council of Governments regarding an "Open for Business Loan" opportunity for businesses that have been negatively affected by COVID-19. More information can be obtained by visiting www.kerrtarco.org.

Commissioner Shelley Dickerson: No comments were offered.

Commissioner Harry L. Foy, Jr.: No comments were offered.

Commissioner David Bunn: No comments were offered.

Commissioner Mark Speed: No comments were offered.

Commissioner Cedric K. Jones, Sr.: No comments were offered.

Commissioner Michael Schriver: No comments were offered.

County Manager Angela L. Harris: Mrs. Harris announced her retirement by sharing the following remarks with the Board.

Angela L. Harris
09/11/1989 – current

As a college student, my career goal was not public service. In fact, I was most sure I would end up in banking and finance. I am so thankful God had other plans for me. I have been privileged to serve County Government in my home County since September 11, 1989. My first supervisor, Jean Bumgarner described me as “quietly assertive.” I have always been so grateful that Ms. Bumgarner and many other leaders recognized my assertiveness as a strength and encouraged me to question, disagree and offer solutions or ideas.

I am appreciative for a Board of Commissioners that has offered me an opportunity to serve as County Manager since 2007. I cannot thank you and those who have gone on before you enough for the confidence you have placed in me. Together, we have worked through the Great Recession, a pandemic, phenomenal growth, and many other challenges. I have been blessed with great staff and I honor the opportunity to work alongside them daily.

However, I have reached the decision to retire effective November 01, my birthday! I sincerely hope that when the citizens, staff and our Board reflects on my career three things immediately come to mind:

- Angela always asked “what’s the right thing to do?”
- Angela practiced Servant Leadership
- Angela was one to “look for or see the possibilities”

There’s a scene in Lewis Carroll’s book, *Through the Looking Glass* where Alice laughs and says:

“There’s no use trying, one can’t believe impossible things. I daresay you haven’t had much practice, said the Queen. ‘When I was your age, I always did it for half-an-hour a day. Why, ‘sometimes I’ve believed as many as six impossible things before breakfast.’”

I have embraced a number of challenges including those some may have thought were “impossible.” I sincerely hope your next leader will embrace both challenges and opportunities.

I would be remiss if I did not acknowledge the unwavering support of my husband, William and our children, Brad & Kristen along with many other family members. So many times, over the years, my family carried on in my absence as I was taking care of the County's business. I owe them a debt of gratitude.

I stand prepared to serve this Board in any manner needed to ensure a smooth transition as you embark on the hiring of a new County Manager. Again, I sincerely thank you for allowing me to serve the citizens, you and our staff.

DSS Highlights

- Safe Space – DSS started the program and turned over to a non-profit after the program was established
- Regionalization of Smart Start
- Happy Camper – volunteer board
- JOBS/Work First programs – major change in welfare to work programs

County Manager

- Presented ten “no tax increase” budgets; two with a tax increase and one budget with a lower rate but above revenue-neutral
- Excellent Bond Rating maintained – we are one upgrade from being a AAA rated County by Fitch
- CAFR Award (Certificate of Achievement in Financial Reporting) received annually for 21 consecutive years. December would have made 13 I have served as County Manager.
- Budget Portal set up for Public Comment
- Excellent tax collection rate
- Purchasing Policy updated
- Accelerated repayment to the General Fund for monies previously loaned to Public Utilities – to be completely paid out by FY 2021
- Multiple re-financings/refundings – resulted in millions in savings
- Updates to County's software to include financials, payroll; effective January no more pay stubs!

IT/Software

- Fiber installed 2011 in preparation for WAN (wide area network for phone system)
- Tax Software implemented for Collections
- Inspections Software implementation
- Contract for Cloud IT
- County's website undergoing 2nd major revamping during my tenure

Education

- No low performing schools in Franklin County!
- Fully funded Franklin County Public Schools four consecutive years!
- Early College High School
- Purchased 60 acres adjacent to Louisburg High School (\$600,000)
- Triangle North Executive Airport/Triangle North Business Park

- Mediated settlement for Airport w/Carlina (\$1.5 million)
- Purchased Anne Gordon Property (62.43 acres) for the Airport
- Construction of a Corporate Hangar at Triangle North Executive Airport
- \$1.6 million grant for LED lighting at Triangle North Executive Airport
- \$1.7 million EDA grant for road into Triangle North Franklin
- \$500,000 Industrial Development Fund grant – water & sewer TN Franklin
- \$1.8 million grant for sewer into Triangle North Franklin
- Diversion Programs
- “Stepping Up” regional initiative (diverting the mentally- ill from jail)
- Community Paramedic Program implemented
- Hospital
- Golden Leaf funding for the hospital & schools – role of County Manager was to recommend 2 proposals; 3 received
- Construction/opening Franklinton High School (saving over \$11 million from early estimates; construction during the recessionary period netted substantial savings – savings that could be used for other capital projects)
- Reopening of the hospital – Maria Parham Franklin (successful negotiations w/Novant resulting in a \$1.63 million settlement; successful negotiations w/Maria Parham, Duke LifePoint resulting in a lease with the option to purchase (Appreciated the opportunity to work with Chairman Sidney Dunston and Attorney Boyd Sturges & Frank Kirschbaum.
- Assumed ownership of the hospital; established contracts, system checks, set up accounts, maintained the facility
- Manager worked with attorneys to ensure license renewal for hospital during the first year; Assistant County Manager handled thereafter
- Groundbreaking for a new 20 bed behavioral health unit (for those under 55)

Parks

- Pilot Lion’s Club Park
- V.E. & Lydia Owens Recreational Park at Bull Creek

Renovations

- Courthouse Renovation
- Detention Center Renovation
- Board of Elections – relocation, renovation of space

Economic Development Projects

- K-Flex (grants) \$45 million expansion, 100 jobs
- Palziv (grants) multiple expansions
- Novozymes – grants, Sewer Agreement, a number of expansions

Public Utilities

- Long list of public utility projects (grants, loans and County funded)
- Acquired both Youngsville & Franklinton public utility systems
- Flow Tracking Tool – (water & sewer)

Facilities

- Participated in KARTS capital project for new facility (\$35,534 annually for five years)
- Bunn Satellite office for Sheriff's Dept. opened; closed the Youngsville office

Communications

- New E911 Communications Center – grant \$3,958,873!
- Radio Communications Project - \$2.5 million in reconsideration funding for system upgrades;

Studies/Plans

- Disaster Preparedness Plan for Facilities – model for the State
- Hazard Mitigation Plan developed
- Reconnaissance Survey of Historic Buildings, Phase I completed
- Established a Historic Preservation Commission (2017)
- Adopted a Historic Preservation Ordinance (2017)
- Comprehensive Survey Historic Architecture Completed (Phase II) in February 2018
- Classification, Compensation & Benefits Study for employees (2 in approx. 12 years!)
- County Facilities Study
- Master Water Supply Study

- Farmer’s Market Study (2)
- Sewer Study
- Master Parks & Recreation Plan
- Comprehensive Development Plan
- UDO – Unified Development Ordinance – contract to be awarded 09/08/2020
- EMS Study
- Library Comprehensive Plan
- Master Layout Plan for Triangle North Executive Airport (to be completed in 2021)
- 1st Aging Plan for Seniors “Creating Value & Sustainability for Older Adults in Franklin County”

Challenges

- Leading during the worst recession since the “Great Depression,” COVID-19
- Preparing “no tax increase” budgets as directed by the Board and maintaining strong fiscal position (while increasing debt, costs)
- Furloughs, Reductions in Force during recession
- Broadband – implementation slowed in large part to COVID-19
- Hiring a Finance Director – took a while!
- Rapid growth in our County
- Adequate Water Supply for the future
- Opioid Crisis

Chairman Dunston followed Mrs. Harris’ announcement of retirement with a statement of appreciation for her service and stated Mrs. Harris is the hardest working County Manager in the State of North Carolina.

7. CLOSED SESSION

The Board was asked to conduct a closed session pursuant to North Carolina General Statute 143-318.11 (a) (3) Attorney-Client Privileged Communication.

At 8:06pm, Commissioner Schriver made a motion to enter into closed session pursuant to North Carolina General Statute 143-318.11 (a) (3) Attorney-Client Privileged Communication. The motion was seconded by Commissioner Bunn and was approved 6 to 1 with Commissioner Foy voting in opposition.

Following closed session, Commissioner Schriver made a motion to enter back into open session. The motion was seconded by Commissioner Speed and duly carried approval with all present voting “AYE.”

No action was taken.

At 8:38pm, Commissioner Schriver made a motion to adjourn, seconded by Commissioner Jones. The motion duly carried approval with all present voting "AYE."

Sidney E. Dunston, Chair

Kristen G. King, Clerk to the Board

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