



1. Agenda Outline

Documents:

[2020 06 16 BOC REGULAR MEETING AGENDA OUTLINE V6.PDF](#)

2. Agenda Full Version

Documents:

[2020 06 16 BOC REGULAR MEETING AGENDA FULL VERSION V6.PDF](#)

3. Agenda Action Report

Documents:

[2020 06 16 AGENDA ACTION REPORT.PDF](#)

In accordance with ADA regulations, persons in need of an accommodation to participate in the meeting should notify the County Manager's office at 828-764-9350 at least forty-eight (48) hours prior to the meeting.



**BURKE COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
COMM. MEETING ROOM
110 N. GREEN ST., MORG.
TUESDAY, JUNE 16, 2020
6:00 PM**

1. CALL TO ORDER

2. INVOCATION

Pastor Ed Stephenson, Arneys Fairview United Methodist Church

3. PLEDGE OF ALLEGIANCE

J.R. Simpson, County Attorney

4. APPROVAL OF AGENDA

5. APPROVAL OF MEETING MINUTES

1. January 21, 2020, Regular Meeting
2. January 30, 2020, Recessed Meeting
3. February 4, 2020, Pre-Agenda Meeting

6. PRESENTATIONS

1. AS - Pet of the Month - Presented by Kaitlin Settlemyre, Animal Services Director

7. SCHEDULED PUBLIC HEARINGS

1. BR - Blue Ridge HealthCare - Resolution Approving the Issuance of Not to Exceed \$125,000,000 of Tax-Exempt Bonds to be Issued by the Public Finance Authority to Finance and Refinance Certain Costs of Various Projects on Behalf of Blue Ridge Healthcare System, Inc. - Public Hearing - 6:00 P.M. - Presented by Thom Eure, Sr. VP, Corporate Services and General Council, Carolinas HealthCare System Blue Ridge
2. County Manager - Adoption of FY 20-21 Budget and Public Hearing - 6:00 P.M. - Presented by Bryan Steen, County Manager

8. INFORMAL PUBLIC COMMENTS

Each speaker is limited to three (3) minutes. Please sign in with the Clerk prior to the meeting.

9. CONSENT AGENDA

1. BOC - Resolution Regarding Surplus Real Property
2. Clerk - Appointment to WPCC Board of Trustees
3. Co. Mgr. - Resolution Authorizing Lease Amendment of Real Property
4. Finance - FY 20-21 General Liability/Worker's Comp Insurance Renewal
5. Health Dept. - Child Protection/Child Fatality Teams' Calendar Year 2019 Report
6. JCPC - Removals, Reappointments and Appointments to the Juvenile Crime Prevention Council

7. PBHM - Partners Behavioral Health Management Mental Health Report for Period Ending March 31, 2020
8. Tax Dept. - Tax Collection Report for May 2020
9. Tax Dept. - Release Refund Report for May 2020

10. ITEMS FOR DECISION

1. CA - Place Holder Lease Amendment - Historic Courthouse Square - Morganton - Presented by J. R. Simpson, County Attorney **New Item**

11. REPORTS AND COMMENTS

1. BOC - Reports & Comments - Presented by Johnnie Carswell, Chairman

12. VACANCY ANNOUNCEMENTS

1. Clerk - Boards and Committees Vacancy Report - Presented by Kay Draughn, Clerk to the Board

13. CLOSED SESSION

1. BOC - Closed Session to Discuss Threatened or Pending Litigation, to Preserve the Attorney-Client Privilege, to Discuss Economic Development Matters and to Discuss Personnel Matters (If needed.) - Presented by Johnnie Carswell, Chairman

14. ADJOURN

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January 21, 2020 (Regular)

DRAFT

**MINUTES
BURKE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING**

The Burke County Board of Commissioners held a regular meeting on Tuesday, January 21, 2020 at 6:00 p.m. They met in the Commissioners' Meeting Room, Burke County Services Building, 110 N. Green Street, Entrance E in Morganton, N.C. Those present were:

COMMISSIONERS:

Johnnie W. Carswell, Chairman
Scott Mulwee, Vice Chairman
Wayne F. Abele, Sr.
Jeffrey C. Brittain
Maynard M. Taylor

STAFF:

Bryan Steen, County Manager
Margaret Pierce, Deputy County Manager/Finance Director
J.R. Simpson, II, County Attorney
Kay Honeycutt Draughn, Clerk to the Board

CALL TO ORDER

Chairman Carswell called the meeting to order at 6:00 p.m.

INVOCATION

Reverend Dr. Wayne Arthur Johnson, Sr., Shiloh AME Church, delivered the invocation.

PLEDGE OF ALLEGIANCE

Under the leadership of Marla Patchel, Cub Scout Pack 184, First Baptist Church, led the Pledge of Allegiance to the American Flag. Afterwards, they had a commemorative photograph taken with the Commissioners and staff.

APPROVAL OF AGENDA

Motion: To approve the agenda.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Wayne F. Abele, Sr., Commissioner
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

APPROVAL OF MEETING MINUTES

Motion: To approve the meeting minutes of June 4, 2019 (Recessed - Budget) and June 18, 2019 (Regular) as written.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Maynard M. Taylor, Commissioner
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

Minutes Acceptance: Minutes of Jan 21, 2020 6:00 PM (APPROVAL OF MEETING MINUTES)

PRESENTATIONS

AS - PET OF THE MONTH

Kaitlin Settlemyre, Animal Services Director, and Lindsay Stump, Animal Services Coordinator, presented Persimmon and Pibbles, a male cat and dog in need of their "forever" homes. In response to a statement from Chairman Carswell, Ms. Settlemyre said the adoption rate for dogs and cats has increased from approximately 20 percent to 60 percent. Chairman Carswell commended Animal Services staff for their hard work and said they are striving to get to a zero percent euthanization rate. Further, he said the Board has an upcoming special meeting to look at plans for a new Animal Services Center (ASC). Chairman Carswell encouraged anyone interested in volunteering at the ASC or wants to adopt a pet, to please contact Ms. Settlemyre. In closing he encouraged citizens to spay or neuter their animals.

RESULT: NO ACTION TAKEN.

BBBS - PROCLAMATION PROCLAIMING JANUARY 2020 AS NATIONAL MENTORING MONTH

Dorian Palmer, Big Brothers Big Sisters of Western North Carolina Chairman, presented a proclamation proclaiming January 2020 as National Mentoring Month and called upon all citizens, businesses, public and private agencies, as well as religious and educational institutions, to join the mentoring movement and be a part of Big Brothers Big Sisters of Burke County and WNC (Western North Carolina). Mr. Palmer said Big Brothers Big Sisters (BBBS) has been in Burke County since 1999, and in 2019 they served 40 young people between the ages of six (6) and 18. Further, from Morganton to Murphy, BBBS has served 3,016 children.

Motion: To adopt Proclamation No. 2020-01.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Maynard M. Taylor, Commissioner
AYES: Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

Proclamation No. 2020-01 reads as follows:

Burke County
North Carolina

Proclamation Proclaiming January 2020 as National Mentoring Month

WHEREAS, the Big Brothers Big Sisters mentoring model is a proven, effective strategy that helps children and young adults by matching them with a caring, responsible adult role model who can provide guidance and direction, and build their confidence; and

WHEREAS, mentoring strengthens Burke County's economic and social well-being by helping young people fulfill their potential, encouraging healthy family relationships, and promoting more vibrant communities; and

WHEREAS, Big Brothers Big Sisters has been making an impact on the lives of young people in Burke County since 1999, serving a total of 927 children, serving 40 in 2019; and in Western North Carolina since 1982, serving 3,016 children in the 2018-19 calendar years; and

Minutes Acceptance: Minutes of Jan 21, 2020 6:00 PM (APPROVAL OF MEETING MINUTES)

WHEREAS, residents of Burke County are making a profound difference in the lives of our young people by serving as mentors; and

WHEREAS, many of Burke County’s children are in need of a caring adult mentor in their lives, and closing this mentoring gap will take more investment, partnerships, and volunteers ready to make a difference in a child’s life; and

WHEREAS, National Mentoring Month is an opportunity to raise public awareness of the importance of mentoring, recognize the dedicated individuals who serve as mentors, and encourage more citizens to help build a brighter future for Burke County’s youth through mentoring; and

WHEREAS, in honor of the mentors, volunteers and staff, the month of January is recognized nationally as Mentoring Month.

NOW, THEREFORE BE IT PROCLAIMED that the Board of Commissioners of Burke County North Carolina; hereby declare January 2020 as National Mentoring Month and calls upon all citizens, businesses, public and private agencies, as well as religious and educational institutions, to join the mentoring movement and be a part of Big Brothers Big Sisters of Burke County and WNC (Western North Carolina).

Adopted this 21st day of January 2020.

/s/ Johnnie W. Carswell
Johnnie W. Carswell, Chairman
Burke Co. Board of Commissioners

SHERIFF - RECOGNITION OF DETECTIVE KIRSTIE PUCKETT FOR THE ADVANCED LAW ENFORCEMENT CERTIFICATE

Information from the agenda packet: Detective Kirstie Puckett has been awarded the prestigious “Advanced Law Enforcement Certificate” from the North Carolina Sheriff’s Education and Training Standards Commission. This certificate is awarded in recognition of the attainment of training and educational objectives commensurate with the role of a professional law enforcement officer.



Sheriff Whisenant recognized and congratulated Detective Puckett for receiving this prestigious recognition. Detective Puckett thanked the Sheriff’s Office for the opportunity to work for the citizens of Burke County.

From left to right: Detective Kirstie Puckett and Sheriff Whisenant

RESULT: NO ACTION TAKEN.

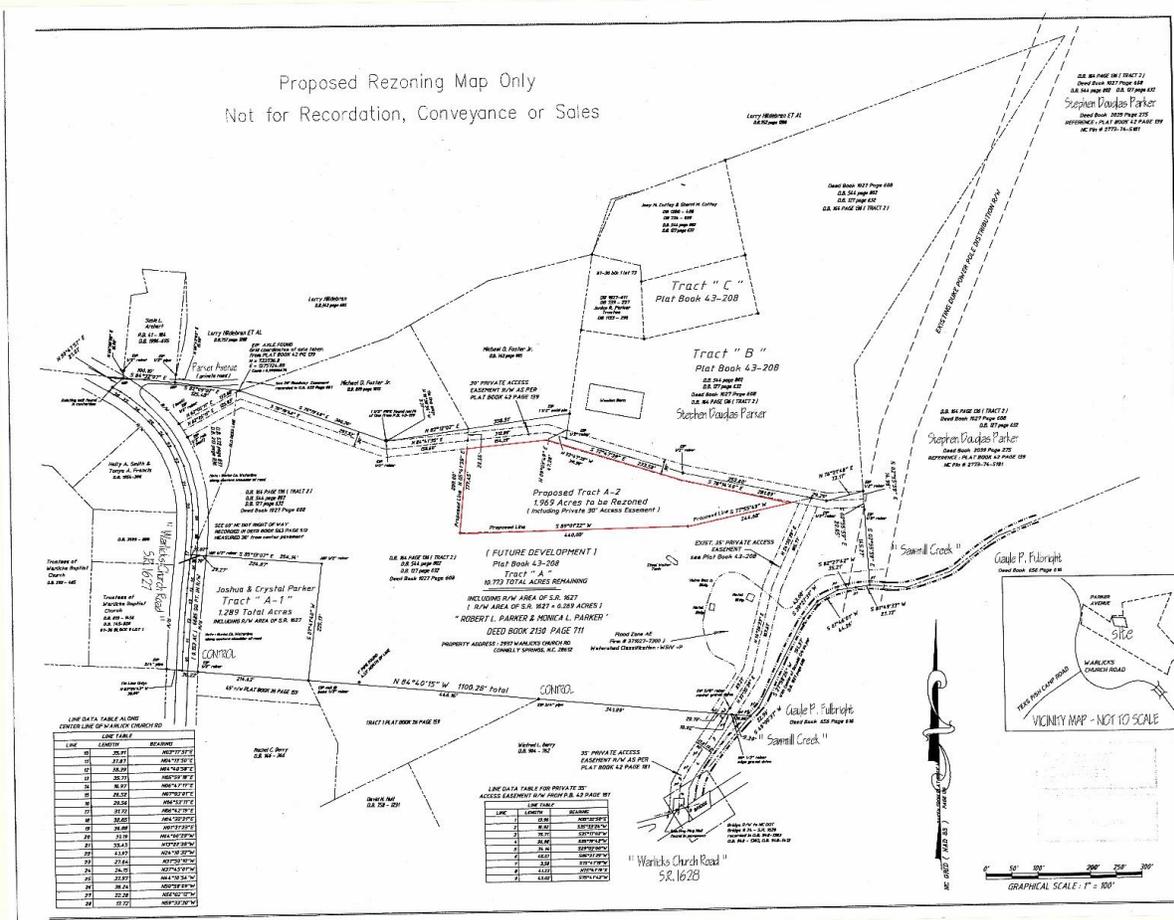
SCHEDULED PUBLIC HEARINGS

Minutes Acceptance: Minutes of Jan 21, 2020 6:00 PM (APPROVAL OF MEETING MINUTES)

COMM. DEV. - ZONING MAP AMENDMENT ZMA 2019-10 & PUBLIC HEARING - 6:00 P.M.

Scott Carpenter, Deputy County Manager/Planning Director, presented information regarding ZMA 2019-10 as follows:

REQUEST: Staff has received a rezoning application from Robert Parker to rezone approximately a two-acre portion of one (1) parcel of land totaling 11.35 acres. The request is to rezone that portion of property from its current zoning of Residential Three (R-3) to the General Business District (G-B). The property owner wishes to establish a furniture upholstery business at this location.



SITE ANALYSIS

The parcel is described as follows: The 911 address of the parcel is 2937 Warlicks Church Rd. Morganton, NC. The parcel is further identified in county records as (PIN# 2773632359 and REID# 26263). The parcel has two small frame sheds on the property according to property tax records. Otherwise, the land is vacant and wooded. The property has road frontage on Warlicks Church Road. (SR #1627), however, the two-acre area proposed to be rezoned is accessed via a thirty-foot (30') "private" access easement which connects to Warlicks Church Road. The property is located within the Icard Township of Burke County, the Lake Hickory WS-IV-PA Water Supply Watershed, and the

Minutes Acceptance: Minutes of Jan 21, 2020 6:00 PM (APPROVAL OF MEETING MINUTES)

Icard Fire District. The parcel has a very small portion of floodway located in the southeast corner of the property. This location is outside of the area proposed to be rezoned.

SURROUNDING AREA: Land uses in the surrounding area are a mixture of residential, commercial, and agricultural uses. The parcels that adjoin the subject property are all zoned Residential Three (R-3). Many of those adjoining parcels have dwellings on them. There are several parcels in close proximity to the subject parcel which are zoned General Business. There is a church and several commercial businesses and warehouses located in close proximity to the subject property. There are also two (2) parcels nearby which house poultry operations. Across Warlicks Church Road is Residential two (R-2) zoning which is mainly occupied by single-family detached dwellings. The table below indicates the existing land uses in the area.

Existing Zoning and Land Uses within the Surrounding Area		
	Current	Existing Land Uses
North	R-3	Residences, Vacant Land, Agricultural (Poultry)
South	R-3, G-B	Residences, Retail, Warehousing
East	R-3	Vacant, Scattered residences
West	R-2, G-B	Residences, Church, Commercial/Warehouse



Burke County, NC Zoning Administration
Aerial Land Use Map

ZMA 2019-10

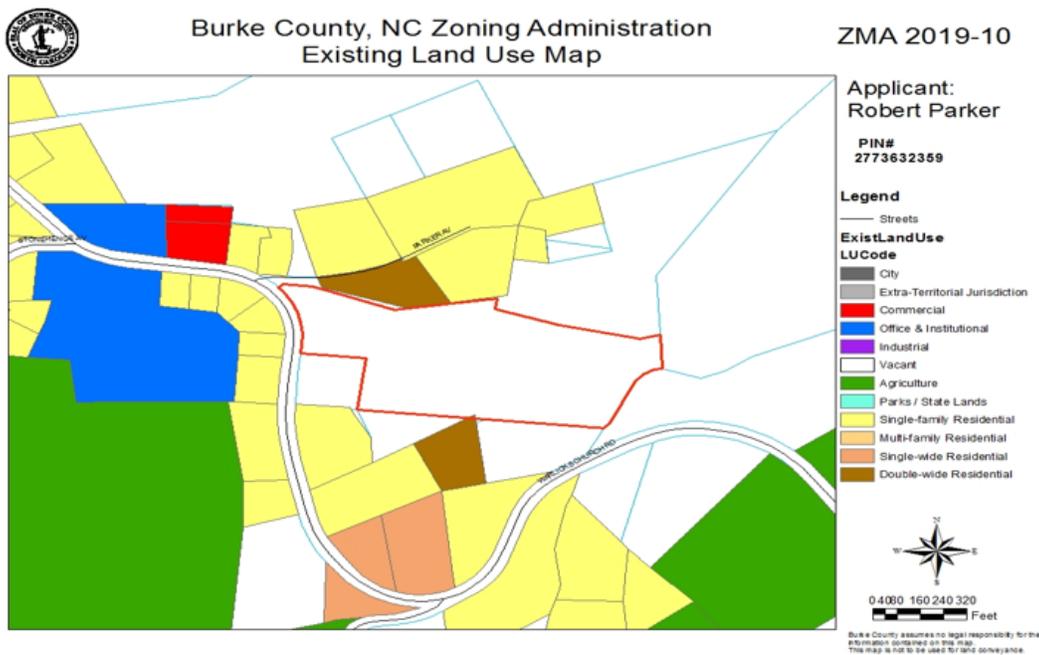
Applicant:
Robert Parker

PIN#
2773632359



0 5810 220 330 440
Feet

The 2018 Aerial photo (Above) and Existing Land Use Map (Below) also provide a visual representation of the existing land uses in the area. The current Zoning Map (shows where the current zoning districts are located).



CONFORMITY WITH THE COMPREHENSIVE PLAN: The current land use plan for Burke County is the 2016-2030 Blueprint Burke Strategic Land Use Plan. Within that plan, this area of the county is designated as the "Secondary Growth Area". This area has many of the attributes of the Primary Growth Area (i.e. infrastructure, utilities, transportation corridors, mixed uses), or there is an expectation that those attributes will be available in the near future. Current residential densities in this area may be less than in the Primary Growth Area. Both residential and certain non-residential uses are recommended for this area where appropriate.

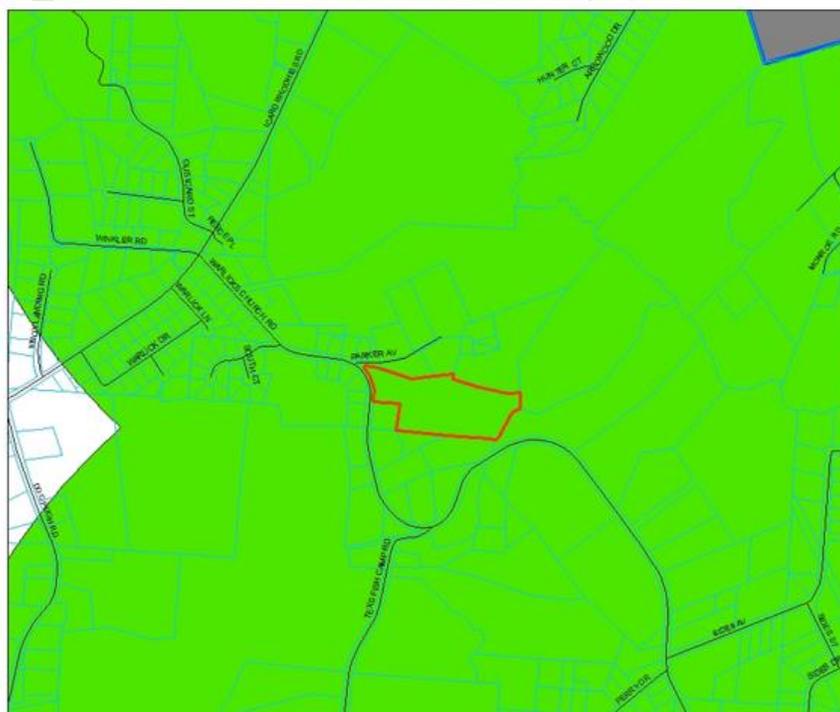
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Minutes Acceptance: Minutes of Jan 21, 2020 6:00 PM (APPROVAL OF MEETING MINUTES)



Burke County, NC Zoning Administration
Future Land Use Map

ZMA 2019-10



Applicant:
Robert Parker

PIN#
2773632359

- Legend
- Streets
 - parcel polygons
 - Lakes & Rivers
 - Industrial Focus Areas
 - ED Focus Areas
 - Lake James Special Planning Area
 - South Mountain Special Planning Area
 - Pilgrimage Special Planning Area
 - Rural/Agricultural/Home Business Area
 - Primary Growth Area
 - Secondary Growth Area



011820 440 660 880
Feet

Burke County assumes no legal responsibility for the information contained on this map. This map is not to be used for land conveyance.

CONFORMITY WITH THE BURKE COUNTY ZONING ORDINANCE: The "current" zoning district for this parcel is the Residential Three (R-3) District. The R-3 Residential District is a less restrictive medium density residential district that allows a broader range of residential uses including single and multi-section mobile homes and a greater variety of compatible non-residential uses in areas that may be less suburban in nature. Public water is available to this area through Icard Water Corp. There is no public sewer available. All waste-water disposal would be through onsite septic systems. Certain home occupations which are incidental and secondary to the residential use are permitted within these districts.

PROPOSED ZONING DISTRICT: The proposed zoning district is the General Business District. The G-B General Business District is established to provide suitable locations for those commercial activities which serve the general public, including those which function rather independently of each other.

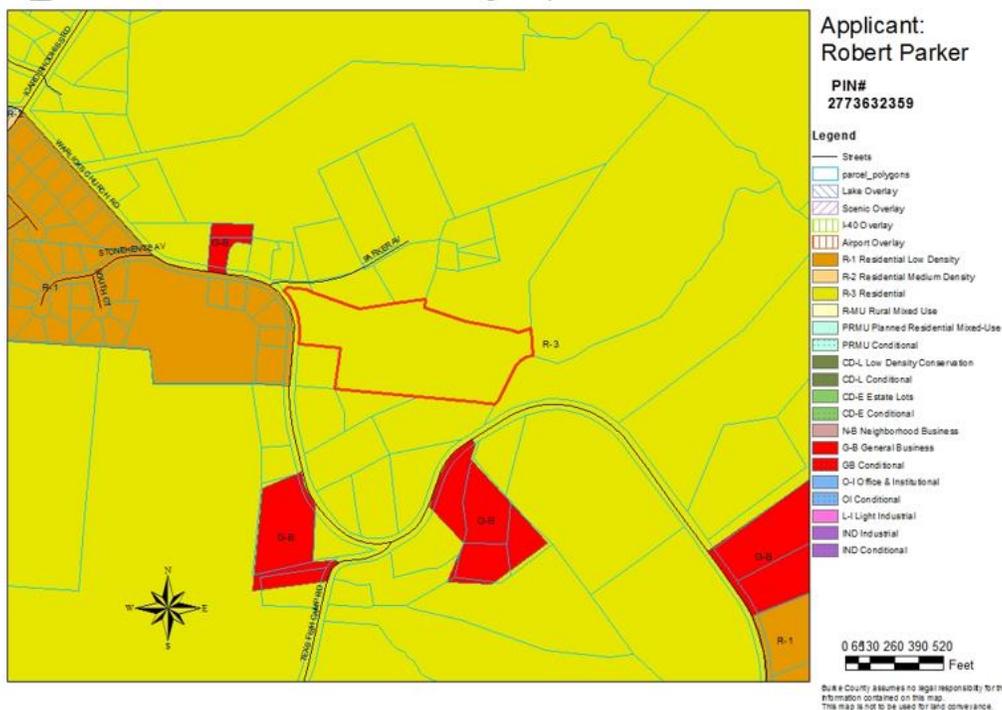
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Minutes Acceptance: Minutes of Jan 21, 2020 6:00 PM (APPROVAL OF MEETING MINUTES)



Burke County, NC Zoning Administration
Current Zoning Map

ZMA 2019-10



STAFF COMMENTS: This is essentially a residential community for the most part. The proposed zoning change to a non-residential zoning district can be considered due to the close proximity to existing General Business zoning. In staff's opinion, this would not be considered a "spot" zoning. The location of the proposed zoning has both pros and cons. The proposed location of the non-residential zoning somewhat insulates it from the existing residential uses. However, access to the proposed location is via a private thirty-foot easement. This access road is currently not in place. The county does not have specific requirements for commercial access, therefore, if the rezoning is approved, there is no ordinance standard that would require them to construct the access road to a certain standard. Because this is a rezoning to a general zoning district, the county cannot put a condition on the rezoning which would require the property owner to construct the road to a specific standard. Unless the portion of property proposed to be rezoned adjoins the state road, there could be issues with accessing this area for commercial development. This may not affect the owner's proposed commercial development, however, could affect any future development.

Staff's comments are based on the facts of the case.

- The parcels adjacent to the subject parcel are all zoned Residential.
- The proposed zoning district can be considered because there is "General Business" zoning in close proximity to the subject parcel.
- The applicant has provided a description of the proposed business however, if the rezoning is approved, *all* uses within the General Business district would be permissible. (See Section 920 Table of Permitted and Permissible Uses).

- The existing access may not be appropriate for all the allowed uses within the Table of Uses. The Board cannot put a condition on the rezoning that the road must be brought up to a certain standard.
- The access to the proposed area to be rezoned could be problematic for a commercial district if extensive road construction is not undertaken. The Board cannot require the applicant to undertake this extensive road construction.

To assist the Board in their decision, staff has provided the following considerations:

- Is there a public need for additional land to be zoned to the requested classification?
- What is the impact on public services, facilities, infrastructure, fire and safety, and topography?
- What are the nearby development/zoning patterns?
- Is the rezoning request compatible with the character of the surrounding area and suitable with the property for certain uses?

PLANNING BOARD COMMENTS: The Burke County Planning Board met on December 5, 2019 to hear this rezoning request. The four (4) member Board heard from staff as the facts of the case were presented. The Board then heard from the applicant. The Board then opened the meeting up for Public Comments. There was no one present at the meeting to speak. The Board noted the written comments that were provided by a citizen. The Board then asked questions of staff and the applicant before deliberating the rezoning request. A motion was made to "Approve" the rezoning request. The motion failed to be approved by a vote of two (2) for and two (2) votes against the motion. The Board did not make any further motions. Because the vote was two (2) for and two (2) against, and no other motion was made, the recommendation is being forwarded to the Board of Commissioners for consideration without a majority consensus. The objecting members reasoning was that they did not feel that the majority of allowed uses within the General Business District would be suitable and appropriate for this area.

ADDITIONAL INFORMATION: Please refer to the application, driving directions, photos, and map(s) for more information.

This space is intentionally left blank.



Minutes Acceptance: Minutes of Jan 21, 2020 6:00 PM (APPROVAL OF MEETING MINUTES)



Mr. Carpenter further reported planning staff encouraged the applicant to rezone the property to the General Business Conditional District so the types of uses would be set in advance and there would be certain conditions due to the residential nature of the area.

Chairman Carswell opened the floor for questions and comments from the Board. Commissioner Taylor noted that citizens who contacted him regarding this request are concerned that the applicant may build a commercial chicken house on the property, which is not allowed due to state regulations. Commissioner Taylor cautioned against potentially penalizing the applicant because his brother owns chicken houses and indicated his preference for both sides to come together and reach a consensus.

At 6:24 p.m., Chairman Carswell opened the public hearing. The Public Hearing Notice was published in THE NEWS HERALD on January 9, 2020 and January 16, 2020, in addition, it was posted to the County's website (www.burkenc.org) on January 9, 2020. Several citizens signed up to address the Board.

Robert Parker, the applicant, reiterated Commissioner Taylor's comments that there will be no chicken houses on the property and noted his business is custom upholstery, not manufacturing, so there will be no large trucks in the area. Mr. Parker said he intends to build a house in front of the proposed building. He said he believes a lot of confusion is caused by the fact that his brother owns chicken houses which he is not involved in and is separate from the property in question.

Shelia Foster, 8608 Parker Avenue, said she has lived in her home for 32 years and said the applicant wants to build his business right at her back door. She noted the applicant did not communicate with her regarding his plans for the property and only found out about it when

she received a letter in the mail. She said her husband has health issues and does not want any odors coming into her home.

Note: Ms. Foster submitted a petition against the rezoning with approximately 59 signatures. Copies of the petition were provided to the Board and is on file with the Clerk to the Board.

Gale Fulbright, 3178 Warlick’s Church Road, said she lives next door to the applicant’s brother who owns chicken houses which has negatively impacted the value of property she inherited from her parents. Ms. Fulbright spoke of the difficulty of selling her land due to the chicken houses. She said adding another business to the residential area would only serve to lower property values.

With there being no one else to address the Board, Chairman Carswell closed the public hearing.

Mr. Parker responded to a question from Commissioner Abele. He noted that his business is upholstery and as such, does not require any spray rooms so there will be no odors coming from the building.

Commissioner Brittain made the motion to refer this item back to the Planning and Zoning Board for reconsideration. He said after the Board’s discussion at the pre-agenda meeting and from the information received this evening, if this property was rezoned as general business, it would leave a lot of unknowns regarding future uses. Commissioner Brittain said if Mr. Parker was interested, a conditional zoning may be more satisfactory for all parties involved.

Motion: To refer ZMA 2019-10 back to the Planning and Zoning Board for reconsideration.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jeffrey C. Brittain, Commissioner
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

Note: The applicant later withdrew his rezoning request.

INFORMAL PUBLIC COMMENTS

At 6:32 p.m., Chairman Carswell opened the floor for informal public comments. There were four (4) citizens who signed up to address the Board.

David Caviness, 1872 Rader Circle, said he is the administrator of the Burke County Second Amendment Sanctuary and he and his group are here this evening to support making Burke County a Second Amendment sanctuary. He said 11 other counties have successfully passed Second Amendment sanctuary legislation and many more are in process. Mr. Caviness then read the following statement:

Good evening, my name is David Caviness. I am the administrator for the Burke Co 2A Facebook group and the author of the change.org petition that you should have in front of you. Tonight, I came with many good citizens of Burke County, North Carolina wanting our county to be declared a 2A sanctuary county. We should not have to ask this of our board of commissioners nor of our sheriff;

however, in light of recent government behavior and actions around this great country, it is high time that Burke County takes its place and makes a stand. Every commissioner on this board including the sheriff, who is present with us this evening took an oath to defend the Constitution of the United States. Tonight, we the good citizens of Burke County have come for a reaffirmation of your support of the constitution and all of our rights but tonight specifically want a 2A declaration by you, the Commissioners and our sheriff as 2A sanctuary county in the state of North Carolina.

I would like to draw your attention to the petition before you, on that petition you will see a few dozen names that appear from Ohio, Tennessee, an Indiana etc, under Normal circumstances we would've drew a single black line through those names and not counted them, But for reasons of transparency and clarity those people have ties to this community and mostly represent family members that live here that do not have access or use the internet or to the petition which is posted online. Today at 4 pm the count was 2,701, I believe in the letter that accompanied this petition you were provided a link to that particular petition so at any time any of the members of the board can watch those numbers climb as word continues to get around. Our Facebook group is a private page by invite only or you may ask to join and as the administrators is up to me to accept or not accept them into the group. As of this evening we only have 6,282 online members, we have held off until tonight's meeting to see what the commissioners do. I can tell you that once we get our boots on the ground for this campaign and start reaching out to the over 90,000 Burke County residents and 54,000 registered voters that those numbers are going to change dramatically. We are asking the board of commissioners to join with the citizens of Burke county to protect not only Second Amendment rights but all rights that we are afforded under the constitution of the United States. Thank you.

Note: A letter and 54-page petition requesting Burke County become a second amendment sanctuary was received by the County Manager's office on January 21, 2020 from Alice Halstead of Connelly Springs. Copies of the letter and petition were provided to the Board.

Robert Miller, 2942 NC 181, said he is here to support making Burke County a Second Amendment sanctuary and noted that Burke County has a long history of supporting America. He said this does not need to be done because it is just a gun issue, but because in recent months there has been a gutting of the Constitution of the United States in a manner that is disrespectful to veterans. He requested that the Board, at their next meeting, formally make Burke County a Second Amendment sanctuary.

Jeff Barrett, 806 Vine Arden Road, said he is a local educator, a Marine and Army veteran and served in Iraq. He said 38 years ago he took an oath to protect and defend the Constitution of the United States and that oath still stands today. Mr. Barrett said he will no longer sit on the sidelines and watch local, state, and national politicians take away citizens gun rights. He asked the Board to please support this movement and noted while it may be symbolic, it shows the state and federal government that enough is enough.

Ron Stronk, 4081 Scott Trail, said the rights given to citizens in the Constitution are birth rights and can neither be given or taken away by man. He said for the past 25 years, the Republic has

been taken over by forces of darkness and noted that an unarmed republic will not stand for long. Mr. Stronk said yesterday he attended a pro-Second Amendment rally in Richmond, Virginia and it was incredible and said Virginia is an "open carry" state. He said the rights of citizens are slowly being legislated away and for the past 25 years they have been battling a domestic enemy. Mr. Stronk spoke about the pro-Second Amendment rally in Virginia and said there was no violence at the rally. He asked the Board to please protect the birth rights of citizens.

Chairman Carswell thanked everyone for coming to the meeting and thanked them for their courtesy. On behalf of himself and Commissioner Abele, who are both veterans, he saluted the veterans in attendance. With there being no one else to address the Board, Chairman Carswell closed the informal public comments portion of the meeting.

CONSENT AGENDA

As requested by the Chairman, County Manager Steen reviewed the items on the consent agenda.

BLUE RIDGE COMMUNITY ACTION - COMMUNITY SERVICE BLOCK GRANT FOR FY 20-21

Blue Ridge Community Action intends to apply for funding provided by The North Carolina Department of Health and Human Services, Office of Economic Opportunity. The Office of Economic Opportunity helps low-income individuals and families achieve self-sufficiency. They work to improve the social and economic well-being of individuals, families, and communities across North Carolina. Local agencies help individuals find jobs, locate housing, obtain shelter, have food, obtain access to health care, and take care of children. The application deadline is February 2020.

July 1, 2020 - June 30, 2021

Funding level: \$490,821 (\$185,778 for Burke, \$169,615 for Caldwell and \$135,428 for Rutherford County)

Funding source: North Carolina Department of Health and Human Services
Division of Social Services/Economic and Family Services

Service area: Burke, Caldwell and Rutherford Counties

Families to be served: 185

Long Range Goal: To reduce barriers that adversely affect living conditions of low-income families by providing information, referral and access to needed human services by 6/30/21.

One Year Objective:

1. To conduct intake, assessment, eligibility and referral for 300 low-income families regarding local human services assistance programs and providing assistance in applying for services.
2. To assure 150 low-income families receive identified human service by 6/30/21. (60 in Burke, 60 in Caldwell and 30 in Rutherford County)
3. To provide to 40 families comprehensive case management service to assist them to move above the poverty level. (20- Burke, 10 - Caldwell, 20 - Rutherford)
4. Move 5 families out of poverty by 6/30/21.

Information and Referral Activities:

1. Provide outreach and intake through door-to-door canvassing, intra-agency referrals, agency referrals, walk-ins and through the family support center.
2. Assess family needs and make appropriate referrals for needed services.

- 3. Provide follow up activities to assure services are received.
- 4. Coordinate a cross referral system for services for the poor.
- 5. Families will receive information on how to make better choices in their lives by attending scheduled workshops and presentations at the family support center. This includes understanding why choices are made, the procedures that lead to change, financial awareness and planning, and achieving and maintaining good health.

Self-Sufficiency Outcomes

- . Provide outreach and recruitment through door-to-door canvassing, inter-agency referrals, walk-ins and through the BRCA family support center.
- . Secure documents for eligibility determination and record-keeping.
- . Complete a family assessment to identify family strengths and resources needed.
- . Make appropriate referrals for needed services.
- . Monitor family plans for progress and/or adjustments.
- . Provide direct assistance to families as needed.
- . Assure 10 families receive employment.

BRCA Community Services Block Grant employs 1 Community Service Worker II and 1 Case Manager that are responsible for the following:

- 1. Providing support and services as a response to the poor.
- 2. Serving as liaisons between clients and available service providers.
- 3. Reaching out into the community to determine what services are available to low-income families; what needed services are lacking in the community; how available services are obtained; and what sources can be utilized to obtain services which are not immediately within the community/county.
- 4. Providing case management services.
- 5. Providing a centralized intake and application process.
- 6. Maintaining centralized agency filing system.
- 7. Coordinate and or conduct training sessions as needed.

Note: The Board received a copy of the partial grant application by email on December 20, 2019.

Motion: To formally acknowledge receipt of Blue Ridge Community Action’s Community Service Block Grant application for FY 20-21.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Maynard M. Taylor, Commissioner
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

CLERK - REAPPOINTMENT TO LIBRARY BOARD OF TRUSTEES

The term of appointment for Jennie Cook (Seat No. 8, Hildebran - City) on the Library Board of Trustees ended December 31, 2019. Ms. Cook is willing to serve another 3-year term. An application was received from Browning Rochefort for vacant Seat No. 1 (Morganton - City) to complete an unexpired term ending December 31, 2021.

Motion: To reappoint Jennie Cook to the Library Board of Trustees (Seat No. 8, Hildebran City) for a 3-year term ending December 31, 2022.

Minutes Acceptance: Minutes of Jan 21, 2020 6:00 PM (APPROVAL OF MEETING MINUTES)

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To appoint Browning Rochefort to the Library Board of Trustees (Seat No. 1, Morganton City) for the remainder of an unexpired term ending December 31, 2021.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Maynard M. Taylor, Commissioner
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

COMM. DEV. - FONTA FLORA TRAIL - ACCEPT EASEMENT - LAKE JAMES CAMPING RESORT

The Burke County Community Development has been working with the owners of Lake James Camping Resort on an easement for the Fonta Flora State Trail and Overmountain Victory National Historic Trail. The easement is approximate 1.28 acres and is being given to the County at no cost.

Motion: To accept the trail easement from Lake James Camping Resort, LLC.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Maynard M. Taylor, Commissioner
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

DSS - APPOINTMENT/REAPPOINTMENT TO CHILD PROTECTION CHILD FATALITY TEAM

Julie Causby, Seat No. 5, at-large, on the Child Protection Child Fatality Team resigned in September due to a conflict with her employer. An application was received from April Pope, a DSS Supervisor and member of the LEPC (Local Emergency Planning Committee). The term is for three (3) years.

Motion: To remove Julie Causby's name from the CPCF Team roster and thank her for her service to the community.

To appoint April Pope to the CPCF Team (Seat No. 5, at-large) for the remainder of a 3-year term ending April 30, 2022.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Maynard M. Taylor, Commissioner
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

HEALTH DEPT. - PRESENTATION OF 2019 COMMUNITY HEALTH NEEDS ASSESSMENT

At the pre-agenda meeting, Lisa Moore presented the 2019 Community Health Needs Assessment for the Health Department. As required by state and national accreditation, every three years a Community Health Needs Assessment has to be compiled and presented to stakeholders and the community at large. This assessment is a collaborative process through which community members gain insight into health concerns and resources within Burke County.

Motion: To accept the 2019 Community Health Needs Assessment as presented.

Minutes Acceptance: Minutes of Jan 21, 2020 6:00 PM (APPROVAL OF MEETING MINUTES)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Maynard M. Taylor, Commissioner
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

HEALTH DEPT. - PRESENTATION ON PROGRESS OF BURKE COUNTY RECOVERY COURT

At the pre-agenda meeting, Lisa Moore presented a progress report for Burke County Recovery Court and included the collaborative efforts with Law Enforcement Assisted Diversion (L.E.A.D.) and In-Jail services for Burke County. The presentation included participant data, social determinants of health assessment, information on individuals assisted through population health at Catawba Valley Behavioral Health (CVBH), and the progress moving forward.

Motion: To accept the report as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Maynard M. Taylor, Commissioner
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

FM - APPOINTMENTS TO THE LOCAL EMERGENCY PLANNING COMMITTEE

Burke County is required to organize and maintain the Local Emergency Planning Committee (LEPC) as a requirement of the federal law known as Emergency Planning and Community Right-to-Know Act (EPCRA). EPCRA requires facilities with more than the threshold planning quantities of hazardous materials to report to the LEPC, Fire Departments, and the State Emergency Response Commission. This reporting is done through Tier II reporting on a program called E-Plan. E-Plan can be viewed by the LEPC, Fire Departments, and Emergency Services personnel. The LEPC is formed to work on the planned response and general safety measures in dealing with hazardous materials at fixed facilities and transportation routes. This committee is designed to work hand-in-hand with emergency response agencies, business and industry organizations and the general public.

The LEPC is required to have a certain cross section of representation with fifteen (15) members serving according to the by-laws. Five (5) seats are up for reappointment and membership changes are requested for Seats 3, 6 and 9, removal of Charlie Watts, Matt Gupton and Mike Long respectively who have requested to be removed. Further, the addition of a new at-large seat (No. 16), is requested and an application from Steve Jenkins, SAFT America was received. The term is for three (3) years.

Note: Pending approval of Seat No. 16, the bylaws will be updated at the LEPC's February

Motion: To remove Charlie Watts, Matt Gupton and Mike Long and thank them for their service to the community. To reappoint Mike Willis (Seat No. 4) and Josh Mashburn (Seat No. 12) to the LEPC for 3-year terms ending January 31, 2023. To appoint Israel Gibson (Morganton Fire) to Seat No. 3, Brooke Jarlson (Burke Environmental Health) to Seat No. 6, April Pope (Citizen/Shelter Response Team Member) to Seat No. 9 and Steve Jenkins (SAFT America) to new Seat No. 16 on the LEPC for 3-year term ending January 31, 2023. To approve exceptions to Sec. 2-88 (a), membership requirements (residency) of the Code of Ordinances as needed.

Minutes Acceptance: Minutes of Jan 21, 2020 6:00 PM (APPROVAL OF MEETING MINUTES)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Maynard M. Taylor, Commissioner
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

FM - NC VIPER AND BURKE CO. EMERGENCY MANAGEMENT AGREEMENT

This agreement will serve as a mutual benefit to and enhance the partnership between NC VIPER and Burke County Emergency Management. Burke County currently shares communication equipment locations with NC VIPER. The space they are requesting to utilize is minimal and will not have a negative impact on our facilities capabilities. There will be no additional costs to Burke County as a result of this agreement. The space will assist them with securing maintenance equipment that is used to maintain VIPER sites. NC VIPER has always been very supportive to Burke County's communication issues and timely to respond to issues when they arise. The term is for 10 years.

Motion: To approve the agreement between the North Carolina Department of Public Safety, State Highway Patrol, VIPER and Burke County Emergency Management, subject to review and/or revision by the County Attorney.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Maynard M. Taylor, Commissioner
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

SHERIFF'S OFFICE – APPROVAL OF AUTHORIZED SIGNERS FOR INMATE TRUST BANK ACCOUNT

The Account Signature Card for the Inmate Trust Account needs to be updated in accordance with NCGS 159-25 (7)(b) to reflect personnel changes at the Burke County Sheriff's Office. Sue Hensley has been hired as the Administrative Technician for the Jail and needs to be added as an authorized signer to the account. Captain Greg Huntley and Brian Nieft will remain as authorized signers since their respective duties of overseeing the jail and the Sheriff's Office finances have not changed. Captain Jeff Robinson needs to be removed as an authorized signatory since his duties no longer include supervision of the Burke County Jail.

Motion: To approve the Account Signature Card for the Inmate Trust Account with the following authorized signers: Margaret Pierce, Bryan Steen, Greg Huntley, Brian Nieft, and Sue Hensley in accordance with NCGS 159-25 (7)(b).

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Maynard M. Taylor, Commissioner
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

SHERIFF - INMATE FOOD SERVICES CONTRACT PRICE REVISION

After the approval of Aramark Correctional Services, LLC as the provider for inmate food services at the Burke County Jail at the November 19, 2019 County Commissioners meeting, the Sheriff's office began to meet with Aramark to finalize a contract and begin planning for opening the jail. During discussions about the planned menu, it was determined that the menu Aramark had submitted with their proposal to win the contract was based on providing inmates with bulk juice. The Sheriff's Office asked about making a change to the menu to switch from using bulk juice to individual juice to make meal service more efficient and less time consuming

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DRAFT

for staff. Aramark informed the Sheriff's Office that making the change would not be an issue, however the change would result in a price change per meal.

	<u>Proposed Menu</u>	<u>Revised Menu</u>
<u>Breakfast</u>	"Bulk" Orange Juice	"Individual Carton" of Orange Juice
<u>Lunch</u>	"Bulk" Punch Fruit Drink	"Individual Packet" of Punch Fruit Drink
<u>Dinner</u>	"Bulk" Sweetened Iced Tea	"Individual Packet" of Punch Fruit Drink

Budgetary Effect: Changing from bulk juice per meal to individual juice will result in a \$.058 price increase per meal, the price per meal will increase from \$1.925 to \$1.983.

County Manager's Recommendation: Approval was granted by the County Manager and ratification of the price increase is requested. As you may recall, the contract was approved in November and begins January 1, 2020; half of the contract will be paid from funds allocated in the FY 2019-20 budget and the remaining half of the contract will be budgeted in the FY 2020-21 budget.

Motion: To ratify the approval of the price increase per meal of \$.058 to \$1.983 per meal for inmate food services (individual cartons and packets) at the Burke County Jail with Aramark Correctional Services, LLC.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Maynard M. Taylor, Commissioner
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

TAX DEPT. - TAX COLLECTION REPORT FOR DECEMBER 2019

The Board of Commissioners is presented with the Tax Collection Report for the period between July 1, 2019 and December 31, 2019. It reflects the status of collections by the Burke County Tax Collection's Staff. Included is the status comparing Collections to Levy and comparing Collections to Budget. Levy information is for Property Tax only and does not include the Vehicle Tax. The information below is comparing Tax Collections to the Tax Levy. Tax Levy is the total taxable property value times the tax rate. The levy changes monthly with the addition of discoveries, other changes or corrections and when Public Utility values are added.

Category	Tax Levy	Amount Collected YTD	Balance to Collect	% Collected
Property Tax	\$44,815,217.00	\$36,025,772.60	\$8,861,075.25	80.26%

The information below is comparing Tax Collections for Property Tax and Motor Vehicle Tax to the Annual Budget. This information is a supplement to the Annual Settlement Report.

Category	Annual Budget	Amount Collected YTD	Balance to Collect	% Collected
Current Year Taxes	\$48,070,000.00	\$38,380,202.90	\$9,689,797.10	79.84%
Delinquent Taxes	\$650,000.00	\$448,023.92	\$201,976.08	68.93%
Late List Penalty	\$250,000.00	\$167,128.61	\$82,871.39	66.85%

These two items below make up the current year taxes above.

Category	Annual Budget	Amount Collected YTD	Balance to Collect	% Collected
Property Tax	\$43,470,000.00	\$36,025,772.60	\$7,444,227.40	82.88%
Motor Vehicle Tax	\$4,600,000.00	\$2,354,430.30	\$2,245,569.70	51.18%

Motion: To accept the Tax Collection Report for December 2019 as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Maynard M. Taylor, Commissioner
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

TAX DEPT. - RELEASE REFUND REPORT FOR DECEMBER 2019

Releases in value and/or refunds of taxes typically occur when:

- Taxpayers submit information that creates a reduction in value.
- Situs is corrected between counties and/or municipalities.
- Valuation appeals reduce the value for real or personal property.
- The postmark reveals a payment was timely sent.

The Board of Commissioners is presented with the following list of releases and refunds for consideration. The Net Release is a result of the Report Amount minus the Rebilled Amount.

Tax System Refunds and Releases				
	Report Amount	Rebilled Amount	Net Release	Refund Amount
Releases (TR-304)	\$3,202.35	\$172.64	\$3,029.71	\$37.64

VTS Refunds Over \$100	
	Refund Amount
VTS Adjustments	\$0.00

*Note: The net loss amount is a result of the report amount minus the rebilled amount.

Motion: To approve the Tax Releases and Refunds for December 2019 as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Maynard M. Taylor, Commissioner
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

The tax reports read as follows:

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TR-304 BILL RELEASE REPORT DECEMBER 2019

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount
TAX DISTRICT: BURKE COUNTY RELEASE REASON: Adjustment								
0000073466-2018-2018-0000-00-REG	DAVIS, HARVEY RAY	7/1/2018	LINDA WILBUR	12/9/2019	44.49	44.49	0.00	0.00
0000081695-2019-2019-0000-00-REG	SORRELLS, NELDA	7/1/2019	LINDA WILBUR	12/27/2019	103.87	103.87	0.00	0.00
0000105373-2005-2005-0011-00-REG	MAXWELL, JACK	7/1/2005	LINDA WILBUR	12/17/2019	38.23	38.23	0.00	37.71
0000107189-2006-2006-0000-00-REG	MAXWELL, JACK	7/2/2006	LINDA WILBUR	12/17/2019	34.42	34.42	0.00	33.95
0000109092-2007-2007-0000-00-REG	MAXWELL, JACK	6/30/2007	LINDA WILBUR	12/17/2019	27.27	27.27	0.00	26.94
0000114395-2009-2009-0000-00-REG	MAXWELL, JACK	7/2/2009	LINDA WILBUR	12/17/2019	22.09	22.09	0.00	21.82
0000118879-2010-2010-0000-00-REG	MAXWELL, JACK	7/1/2010	LINDA WILBUR	12/17/2019	19.86	19.86	0.00	19.62
0000124476-2011-2011-0000-00-REG	MAXWELL, JACK	7/1/2011	LINDA WILBUR	12/17/2019	17.37	17.37	0.00	17.16
0000140945-2012-2012-0000-00-REG	MAXWELL, JACK	7/1/2012	LINDA WILBUR	12/17/2019	15.63	15.63	0.00	15.44
Subtotal					323.23		172.64	
TAX DISTRICT: BURKE COUNTY RELEASE REASON: Amended Listing								
0000073466-2013-2013-0000-00-REG	DAVIS, HARVEY RAY	7/1/2013	LINDA WILBUR	12/30/2019	109.06	109.06	0.00	0.00
0000073466-2014-2014-0000-00-REG	DAVIS, HARVEY RAY	7/1/2014	LINDA WILBUR	12/30/2019	108.48	108.48	0.00	0.00
0000073466-2015-2015-0000-00-REG	DAVIS, HARVEY RAY	7/1/2015	LINDA WILBUR	12/30/2019	109.88	109.88	0.00	0.00
0000073466-2016-2016-0000-00-REG	DAVIS, HARVEY RAY	7/1/2016	LINDA WILBUR	12/30/2019	112.88	112.88	0.00	0.00
0000073466-2017-2017-0000-00-REG	DAVIS, HARVEY RAY	7/1/2017	LINDA WILBUR	12/30/2019	118.94	118.94	0.00	0.00
0000073466-2018-2018-0000-00-REG	DAVIS, HARVEY RAY	7/1/2018	LINDA WILBUR	12/9/2019	120.94	76.45	44.49	0.00
Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount
0000073466-2019-2019-0000-00-REG	DAVIS, HARVEY RAY	7/1/2019	LINDA WILBUR	12/9/2019	115.41	115.41	0.00	0.00
0000081695-2019-2019-0000-00-REG	SORRELLS, NELDA	7/1/2019	LINDA WILBUR	12/27/2019	186.26	82.39	103.87	0.00
Subtotal					833.49		0.00	
TAX DISTRICT: BURKE COUNTY RELEASE REASON: Billing Correction								
0000085674-2013-2013-0011-00-REG	HODGE, CHRISTINE ADAMS	10/1/2013	CONNIE HOLDER	12/27/2019	8.37	8.37	0.00	0.00
Subtotal					8.37		0.00	
TAX DISTRICT: BURKE COUNTY RELEASE REASON: Duplicate Billing								
0000074656-2019-2019-0000-00-REG	RADER, BRIAN MCDOWELL	7/1/2019	LINDA WILBUR	12/16/2019	12.62	12.62	0.00	0.00
0024009952-2015-2015-0000-00-REG	RANDLE, KIM	8/12/2015	LINDA WILBUR	12/19/2019	84.15	7.65	76.50	0.00
0024009952-2015-2015-0000-00-REG	RANDLE, KIM	8/12/2015	LINDA WILBUR	12/19/2019	76.50	76.50	0.00	0.00
0024009952-2016-2016-0000-00-REG	RANDLE, KIM	7/1/2016	LINDA WILBUR	12/19/2019	75.74	75.74	0.00	0.00
0024009952-2017-2017-0000-00-REG	RANDLE, KIM	7/1/2017	LINDA WILBUR	12/19/2019	69.68	6.33	63.35	0.00
0024009952-2017-2017-0000-00-REG	RANDLE, KIM	7/1/2017	LINDA WILBUR	12/19/2019	63.35	63.35	0.00	0.00
0024043400-2019-2019-0000-00-REG	GATES, DERRICK JUSTIN	12/5/2019	LINDA WILBUR	12/30/2019	17.36	17.36	0.00	0.00
0024044607-2019-2019-0000-00-REG	SUTHERLAND, JOHN OTIS JR	12/5/2019	CONNIE HOLDER	12/18/2019	5.56	5.56	0.00	0.00
Subtotal					265.11		0.00	
TAX DISTRICT: BURKE COUNTY RELEASE REASON: Not in Burke County								
0000080151-2019-2019-0000-00-REG	WILLIAMS, ANDY	7/1/2019	BARBARA HARTLEY	12/11/2019	43.16	43.16	0.00	0.00

Minutes Acceptance: Minutes of Jan 21, 2020 6:00 PM (APPROVAL OF MEETING MINUTES)

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount
0000084003-2013-2013-0000-00-REG	HARTLEY, KIRK DOUGLAS	7/1/2013	CONNIE HOLDER	12/2/2019	5.45	5.45	0.00	0.00
0000084003-2014-2014-0000-00-REG	HARTLEY, KIRK DOUGLAS	7/1/2014	CONNIE HOLDER	12/2/2019	5.39	5.39	0.00	0.00
0000084003-2015-2015-0000-00-REG	HARTLEY, KIRK DOUGLAS	7/1/2015	CONNIE HOLDER	12/2/2019	4.86	4.86	0.00	0.00
0000084003-2016-2016-0000-00-REG	HARTLEY, KIRK DOUGLAS	7/1/2016	CONNIE HOLDER	12/2/2019	4.86	4.86	0.00	0.00
0000084003-2017-2017-0000-00-REG	HARTLEY, KIRK DOUGLAS	7/1/2017	CONNIE HOLDER	12/2/2019	4.48	4.48	0.00	0.00
0000084003-2018-2018-0000-00-REG	HARTLEY, KIRK DOUGLAS	7/1/2018	CONNIE HOLDER	12/2/2019	4.59	4.59	0.00	0.00
0000118827-2010-2010-0000-00-REG	JOKE, GEORGE	7/1/2010	LINDA WILBUR	12/5/2019	8.58	8.58	0.00	0.00
0000141189-2012-2012-0000-00-REG	JAMES, FLOYD MACKEY	7/1/2012	LINDA WILBUR	12/5/2019	9.52	9.52	0.00	0.00
0024041851-2019-2019-0000-00-REG	LINDSEY, ASHLEY HOOTS	12/5/2019	CONNIE HOLDER	12/11/2019	88.22	88.22	0.00	0.00
0024042059-2019-2019-0000-00-REG	ROARK, GUST ALBERT	12/5/2019	LINDA WILBUR	12/16/2019	82.47	82.47	0.00	0.00
0024042098-2019-2019-0000-00-REG	ROARK, ARIEL YODER	12/5/2019	LINDA WILBUR	12/16/2019	40.95	40.95	0.00	0.00
0024042751-2019-2019-0000-00-REG	ROGERS, BETH GILJAMES	12/5/2019	BARBARA HARTLEY	12/11/2019	818.22	818.22	0.00	0.00
Subtotal					1,120.75		0.00	

TAX DISTRICT: BURKE COUNTY RELEASE REASON: Release LFUF

0000009383-2019-2019-0000-00-REG	WILBUR, BURTON F	7/1/2019	AMANDA CONLEY	12/9/2019	278.03	72.00	206.03	0.00
Subtotal					72.00		0.00	

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount
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TAX DISTRICT: BURKE COUNTY RELEASE REASON: Sold/Traded

0000086276-2019-2019-0000-00-REG	BRACKETT, DANETTE WILLIS	7/1/2019	BARBARA HARTLEY	12/18/2019	33.33	33.33	0.00	0.00
0000088783-2018-2018-0000-00-REG	MAYLE, BRYAN A	7/1/2018	CONNIE HOLDER	12/18/2019	26.26	26.26	0.00	0.00
0024010235-2018-2018-0000-00-REG	WHISNANT, DANIEL L	7/1/2018	RENEE AUSTIN	12/18/2019	14.38	14.38	0.00	0.00
0024041930-2019-2019-0000-00-REG	STEPHENS, SAMUEL EMORY	12/5/2019	CONNIE HOLDER	12/11/2019	18.99	18.99	0.00	0.00
Subtotal					92.96		0.00	

TAX DISTRICT: BURKE COUNTY RELEASE REASON: Value Change

0000039470-2019-2019-0000-00-REG	MOSTELLER, DAVID M	7/1/2019	AMANDA CONLEY	12/20/2019	796.55	290.68	505.87	0.00
0000044218-2019-2019-0000-00-REG	MCDONALD, REBECCA P	7/1/2019	AMANDA CONLEY	12/23/2019	276.46	195.76	80.70	0.00
Subtotal					486.44		172.64	
Total					3,202.35		172.64	
Net Release Amount					3,029.71			

ITEMS FOR DECISION

BOC - REFUSAL OF REAL PROPERTY AT EAST BURKE MIDDLE SCHOOL FOR FIRE & RESCUE SUBSTATION

Minutes Acceptance: Minutes of Jan 21, 2020 6:00 PM (APPROVAL OF MEETING MINUTES)

January 21, 2020 (Regular)

DRAFT

Chairman Carswell said as indicated in the resolution and accompanying exhibit in the agenda packet, before real property located at the East Burke Middle School can be leased to Icard Fire & Rescue Inc. for a substation to provide fire protection, the County must officially refuse the property.

(NCGS 115C-518 Extract: The board of education shall offer the property to the board of commissioners at a fair market price or at a price negotiated between the two boards. If the board of commissioners does not choose to obtain the property as offered, the board of education may dispose of such property according to the procedure as herein provided.)

The County does not have a need for the property and believes that situating a fire and rescue substation on the property would be in the public's best interest.

Chairman Carswell invited Brand Lingerfelt, Icard Fire & Rescue Inc. (Fire Department) Chief, to the podium to answer any potential questions from the Board, then he opened the floor for questions and comments from the Board.

Commissioner Taylor expressed his displeasure with this agenda item, stated they are putting the cart before the horse and said he asked at the pre-agenda meeting for more specifics regarding the cost and size of the proposed substation. Commissioner Taylor also questioned what is the appraised value of the land, was the land property marketed, what is the Fire Department going to do with their property on Mt. Harmony Church Road, and what efforts, if any, did Burke County Public Schools make to market the property. Chief Lingerfelt responded that the Fire Department is primarily interested in the location of the property because of its close proximity to Interstate 40, four (4) schools, a large rest home, and is located within a growing area of their fire district. Chief Lingerfelt said he is unsure of the fair market value of the property and noted the Fire Department would not be able to afford it. He said this property will be beneficial to the citizens especially to those on the outskirts of their fire district, and probably reduce their homeowner's insurance by 50 percent. Commissioner Taylor said making a decision based on partial information is one of the most difficult things someone will ever have to do and unless every avenue is researched, no one will know what the wisest choice is. In response to a question from Commissioner Taylor, Chief Lingerfelt said he believes their current property could be put on the market for approximately \$20,000 if they receive the property from the Board of Education. Commissioner Taylor said he has received a few comments from citizens stating they don't think putting a substation on the proposed property is a good idea because the area already has a lot of traffic, discussion ensued regarding traffic and the cost of the substation. Chief Lingerfelt responded to additional questions from Commissioner Taylor and noted the Fire Department is not asking for money or increasing its tax rate. Commissioner Taylor further questioned the need for an additional substation when there are already other stations in the surrounding area and stated that building it was abusive to the taxpayers.

Vice Chairman Mulwee said he trusts the Fire Department's board of directors to make the right decisions regarding the substation and property. He said the Board is not endorsing anything and all that is before the Board is to decide if the County wants the property or not. Anything that happens between the Board of Education and the Fire Department is between the two parties, not the Board of Commissioners, Vice Chairman Mulwee said.

Motion: To formally decline the Board of Education's offer of 1.88 acres of real

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property located at the intersection of Miller Bridge Road and Old NC Hwy 10 as presented.

RESULT:	APPROVED [4 TO 1]
MOVER:	Scott Mulwee, Vice Chairman
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., and Jeffrey C. Brittain
NAYS:	Maynard M. Taylor

SHERIFF'S OFFICE - REQUEST FOR PART-TIME DETENTION OFFICER POSITIONS

Sheriff Whisenant presented information regarding the request for part-time detention officer positions as follows:

The Sheriff's Office is requesting to be allowed to use part-time detention officer positions to help fill staffing vacancies at the Burke County Jail while we continue to try to recruit full-time detention officers. 15 part-time detention officer positions were created in July of 2016, position numbers 1840-1854, but those positions were not funded for the current 2019-2020 budget year.

Budgetary Effect: Funding for the part-time positions will be provided by the salaries of the unfilled full-time detention officer positions in the existing budget.

Chairman Carswell opened the floor for questions and comments from the Board. Commissioner Taylor asked how much money is available for these positions. Margaret Pierce, Deputy County Manager/Finance Director said the funds are fluid because the longer the positions go unfilled, the amount available keeps changing. Because the positions that were approved have gone thus far unfilled, Ms. Pierce said, the Sheriff's Office has money available for the part-time positions. Ms. Pierce responded to additional questions from Commissioner Taylor. In response to a question from Commissioner Taylor, Sheriff Whisenant said he would like to fill these positions tomorrow if he could and noted that sheriffs from across the state are having difficulty filling positions. Commissioner Taylor expressed support for the request and asked to have a short conversation with the Finance Director about the cost of the positions and how many could be hired with the lapse salaries.

Motion: To authorize the Sheriff's Office to hire part-time Detention Officers utilizing existing positions numbers 1840-1854 as needed until all full-time detention officer positions are filled.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jeffrey C. Brittain, Commissioner
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

CLERK - REAPPOINTMENT TO TOURISM DEVELOPMENT AUTHORITY

Clerk Draughn reported the Tourism Development Authority is a 9-member board created by special legislation in 2007 and the membership was modified by the following resolution adopted in 2009. Appointments or reappointments to Tourism Development Authority are needed and the term is for two (2) years, staggered terms.

Seat No. 1, represents the hotel/motel industry (collectors of occupancy tax) and was occupied by Polly Leadbetter who also served as the TDA Chair. (The Commissioners designated Ms. Leadbetter as "chair" of the TDA on August 14, 2014 by a vote of 4-0, Abele absent.)

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Applications on file (listed in alphabetical order): Ginny Erwin, Mitch Kerce, Polly Leadbetter, Rebecca Randolph and Samantha Reid. Note: If Ms. Leadbetter is not appointed/reappointed, a new Chair/Chairman will need to be appointed by the Commissioners.

Seat No. 2, represents the City of Morganton and has been occupied for many years by Sharon Jablonski. Applications were received from Ms. Jablonski and Rob Winkler. The City requests the reappointment of Ms. Jablonski or Mr. Winkler.

Seat No. 3, represents the Town of Valdese and was occupied for many years by Morrissa Angi. An application was received from Gretchen Costner who is the Executive Director of the Waldensian Heritage Museum in Valdese. On Friday, Jan. 17th, Ms. Costner emailed to clarify that she applied for a "travel/tourism" seat, not the "Valdese" seat. Mayor Black also emailed on the 17th and recommended Ms. Morrissa Angi be reappointed to the TDA as the Valdese representative.

Seat No. 4, represents the hotel/motel industry (collectors of occupancy tax) was occupied by Teresa Sellman (Inn at Glen Alpine). Ms. Sellman resigned on Dec. 11, 2019/January 3, 2020. Her unexpired term ends 12-31-2020. Applications on file (listed in alphabetical order): Ginny Erwin, Mitch Kerce, Polly Leadbetter, Rebecca Randolph and Samantha Reid.

Seat No. 5, represents travel/tourism at-large and was occupied by Dana Whisnant. Applications on file (listed in alphabetical order): Wayne Abele, Gretchen Costner, Isaac Crouch, Diane Reihl, Mike Watts and Dana Whisnant.

Seat No. 6, represents travel/tourism at-large and was formerly occupied by Jarrod Bailey. Applications on file (listed in alphabetical order): Wayne Abele, Gretchen Costner, Isaac Crouch, Diane Reihl, Mike Watts and Dana Whisnant.

Seat No. 7, represents travel/tourism at-large and was occupied by Wayne Abele (Abele's Restaurant). Applications on file (listed in alphabetical order): Wayne Abele, Gretchen Costner, Isaac Crouch, Diane Reihl, Mike Watts and Dana Whisnant.

Seat No. 8, represents the hotel/motel industry (collectors of occupancy tax) and was occupied by Angel Crawley/Comfort Inn. Applications on file (listed in alphabetical order): Ginny Erwin, Mitch Kerce, Polly Leadbetter, Rebecca Randolph and Samantha Reid.

Seat No. 9, The appointment of a Commissioner to the TDA was handled in December in a separate agenda item. Vice Chairman Mulwee serves as the Commissioner representative.

Ex officio: Per the authorizing legislation, the only ex officio member is the County Finance Director, Margaret Pierce.

In response to a question from Chairman Carswell, Clerk Draughn said the per the authorizing legislation there is only one (1) ex officio seat which is held by the County finance director.

Motions:

To appoint Rebecca Randolph to Seat No. 1, Hotel/Motel Collectors of Occupancy Taxes, for the remainder of a 2-year term ending December 31, 2021.

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To appoint Rob Winkler to Seat No. 2, Morganton, for the remainder of a 2-year term ending December 31, 2021.

To reappoint Morrissa Angi to Seat 3, Valdese, for the remainder of a 2-year term ending December 31, 2021.

To remove Teresa Sellman and appoint Samantha Reid to Seat No. 4, Hotel/Motel Collectors of Occupancy Tax, to complete the remainder of a term ending December 31, 2020.

To reappoint Dana Whisnant to Seat No. 5, Travel/Tourism At-large, for the remainder of a 2-year term ending December 31, 2021.

To appoint Diane Reihl to Seat No. 6, Travel/Tourism At-large, for the remainder of a 2-year term ending December 31, 2020.

To appoint Mike Watts to Seat 7, Travel/Tourism At-large, for the remainder of a 2-year term ending December 31, 2021.

To appoint Mitch Kerce to Seat No. 8, Hotel/Motel Collectors of Occupancy Tax, for the remainder of a 2-year term ending December 31, 2020.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Scott Mulwee, Vice Chairman
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

Vice Chairman Mulwee thanked long standing TDA members Sharon Jablonski, Wayne Abele, Teresa Sellman, and Polly Ledbetter for their service to the TDA Board.

Motion: To appoint Vice Chairman Mulwee as Chair of the Tourism Development Authority.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jeffrey C. Brittain, Commissioner
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

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The 2009 resolution clarifying the appointments and membership of the TDA reads as follows:

**A RESOLUTION CLARIFYING THE APPOINTMENT AND
MEMBERSHIP OF THE BURKE COUNTY TOURISM
DEVELOPMENT AUTHORITY**

WHEREAS, on October 16th, 2007, the Burke County Board of Commissioners adopted a Resolution creating the Burke County Tourism Development Authority, AND

WHEREAS, that Resolution provided for the Appointment and Membership of the Authority, AND

WHEREAS, the Burke County Board of Commissioners desires to clarify that Resolution as it relates to the appointment and membership of the Authority;

NOW THEREFORE BE IT RESOLVED, The Burke County Tourism Development Authority shall consist of nine (9) members. One-third must be individuals who are affiliated with businesses that collect occupancy tax in the County, and at least one-half must be individuals that are currently active in the promotion of Travel and Tourism in the County. Of the total membership, one (1) member must represent the City of Morganton, one (1) member must represent the Town of Valdese, and one (1) member must be a County Commissioner, AND

BE IT FURTHER RESOLVED, THAT, the appointment of Authority members shall be made by the Board of County Commissioners in such a manner as to create a system of staggered terms whereby either four (4) members terms or five (5) members terms will expire in any given year. All Terms shall expire on December 31st.

In order to establish such a staggered schedule, the Board of Commissioners shall appoint four (4) individuals to terms expiring December 31, 2010 and five (5) individuals to terms expiring December 31, 2011. Subsequent appointments shall be for two (2) year periods, except for the County Commissioner member whose term shall always be one (1) year. All other provisions of the October 16, 2007 resolution remain unchanged and continue in full force and effect.

Duly adopted this 20th day of October, 2009

Signed Ruth Ann Suttle
Ruth Ann Suttle, Chair of the Burke County Commissioners

Attest: Doris S. Smith
Doris S. Smith, Clerk to the Board



BOC - REPORTS & COMMENTS

Chairman Carswell opened the floor for reports and comments from Commissioners and staff.

Clerk Draughn promoted adoption events that the Animal Services Center is hosting for Valentine's Day.

Vice Chairman Mulwee reported Western Piedmont Community College has been searching for a new president for the past six (6) months. He then provided an update of the search process and noted they received 79 applications.

Commissioner Taylor said his reports are in the agenda packet for review. He said he attended or participated in the following events: Christmas lunch for Burke County employees and the annual Martin Luther King, Jr. Day banquet.

Chairman Carswell reported the County has taken full possession of the Burke-Catawba District Confinement Facility and said one of the proposed uses they are investigating is for a long-term mental health or substance abuse care facility. He said he and County Manager Steen met with representatives from Partners Behavioral Health Management to develop a plan for a regional facility. He said the reason he is bringing this up is because it ties into the ongoing opioid litigation that the County is involved in. Chairman Carswell further reported there are settlements that are trying to be made by several state attorneys general, including North Carolina's, that were not part of the original litigation. He said the North Carolina Association of County Commissioners (NCACC) invited attorneys from the State Attorney General's Office and attorneys involved with the litigation to Raleigh for a meeting. Chairman Carswell said he asked the County Attorney to attend the meeting and to report his findings.

Attorney Simpson reported he met with the multidistrict litigation (MDL) attorneys and a team assembled by the State Attorney General. He said the proposed nationwide settlement for the top three (3) pharmaceutical companies would pay about \$22 billion over 18 years, with \$7 billion being nationwide in the first three (3) years. He reported the funds must be used to confront the opioid crisis or to repay the entities involved in the settlement for what they have spent in the past on the opioid epidemic. Attorney Simpson said in addition to \$22 billion, Teva Pharmaceuticals, which produces the drug suboxone, will be providing a nationwide supply of suboxone for a 10-year period to help treat opioid addiction. In addition to the cash funding and medication, Attorney Simpson said, there would be strict new rules for manufactures so they cannot over sell to an area, and any red flags must be reported, and as a group, they must report any instances of overexposure of opioids. Attorney Simpson said this is a proposed settlement and what has not been proposed yet, is what would happen to the funds that the Attorney General as well as every county and municipality would receive. He said at the meeting they were told that the settlement would not take effect unless enough states and counties nationally participate and North Carolina would not get a fair share of the funds unless everyone works together. Attorney Simpson noted that 76 counties joined the opioid litigation and the remaining 24 counties either did not join the litigation or missed the deadline to do so. He is unsure how the 24 counties would be treated differently than the 76. He said one figure that he heard was that counties and states would each receive 15 percent of any settlement and the remaining 70 percent would go into an abatement fund with representation work completed between the counties and states. Attorney Simpson said Burke County's attorney, Mike Fuller, was in attendance and he reported that the number one case for trial against the three (3) largest companies went all the way to jury selection and on the morning of the selection, the companies settled for \$260 million to two (2) Ohio counties, which were the bellwether cases. He said the MDL court has now authorized five (5) new bellwether suits to go to trial. Attorney Simpson then reviewed other cases going to trial. According to Mr. Fuller, Attorney Simpson said, control of the money should go to the counties and not to the attorneys general because these are local problems. He said at this point there are no detailed proposals that the County can respond to. Attorney Simpson said they were told more information would come within a few weeks. Chairman Carswell said he is not happy about this situation and said counties are being forced to collaborate with the attorneys general and there is no distribution schedule. Chairman Carswell asked the Board to send any questions they may have to Attorney Simpson as soon as possible. He said part of the settlement money was going to be used, along with grants and other sources of funding, to establish a long-term care facility.

County Manager Steen reported a potential ribbon cutting date for the sally port may be March

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12th at 10:30 a.m. He also thanked the Board for the cards and thoughts from when his mother passed away.

Chairman Carswell wished Vice Chairman Mulwee and Ms. Pierce a happy birthday. He reminded everyone to please spay / neuter their pets, pick up a piece of trash, and like the County on Facebook.

RESULT: NO ACTION TAKEN.

VACANCY ANNOUNCEMENTS

CLERK - BOARDS AND COMMITTEES VACANCY REPORT

Clerk Draughn announced the following vacancies on boards and committees:

- Adult Care & Nursing Home Community Advisory Committee
- Council on Aging
- Juvenile Crime Prevention Council
- City of Morganton - Board of Adjustment (ETJ)
- City of Morganton - Planning Board (ETJ)
- Voluntary Agriculture Board
- Burke Co. Board of Adjustment & Planning Board
- Western Piedmont Regional Transit Authority - Transportation Advisory Board
- Partners Behavioral Health Mgmt.
- Burke Senior Center Advisory Council
- Recreation Commission

RESULT: NO ACTION TAKEN.

CLOSED SESSION

RESULT: NOT NEEDED. NOT HELD.

RECESS

Chairman Carswell recessed the meeting at 7:40 p.m. until January 30, 2020 at 2:00 p.m.

Approved this 16th day of June 2020.

Johnnie W. Carswell, Chairman
Burke Co. Board of Commissioners

Attest:

Kay Honeycutt Draughn, CMC, NCMCC
Clerk to the Board

**MINUTES
BURKE COUNTY BOARD OF COMMISSIONERS
RECESSED MEETING**

The Burke County Board of Commissioners held a recessed meeting on Thursday, January 30, 2020 at 2:00 p.m. They met in the Commissioners' Meeting Room, Burke County Services Building, 110 N. Green Street, Entrance E in Morganton, N.C. Those present were:

- COMMISSIONERS:** Johnnie W. Carswell, Chairman
Scott Mulwee, Vice Chairman
Jeffrey C. Brittain
- COMMISSIONERS ABSENT:** Wayne F. Abele, Sr. (Unable to attend.)
Maynard M. Taylor (Out of town.)
- STAFF:** Bryan Steen, County Manager
J.R. Simpson, II, County Attorney
Kay Honeycutt Draughn, Clerk to the Board
- STAFF ABSENT:** Margaret Pierce, Deputy County Manager/Finance Director

CALL TO ORDER

Chairman Carswell called the meeting to order at 2:04 p.m.

APPROVAL OF THE AGENDA

Motion: To approve the agenda.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Scott Mulwee, Vice Chairman
AYES:	Johnnie W. Carswell, Scott Mulwee and Jeffrey C. Brittain
ABSENT:	Wayne F. Abele, Sr. and Maynard M. Taylor

ITEM FOR DECISION

BOC - Acceptance of Needs Assessment for Animal Services Center

Information from the agenda packet:

Last year the Commissioners hired an expert firm, PNP Design Group / Shelter Planners of America, to analyze the staffing and operations at the County's Animal Services Center located on Kirksey Drive in Morganton and to prepare a report. A public input session was also held last year at the Foothills Higher Education Center, which was facilitated by Michael Barnard, President/CEO of Shelter Planners of America. Mr. Barnard will summarize his findings and respond to questions from the Board. The Animal Advisory Board's next meeting will be held on January 29th. They will review the report and provide any recommended changes or an endorsement.

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Note: At its January 29th meeting, the Animal Advisory Board voted to recommend the Commissioners accept the Needs Assessment for the Burke Co. Animal Shelter, as presented (13,914 sq. ft. facility with an estimated cost of \$4.8 to \$5.9 million). A copy of the Needs Assessment is attached to the meeting minutes for future reference.

Michael Barnard, President/CEO of Shelter Planners of America, presented an overview of the Needs Assessment. Highlights of the presentation reads as follows:

Needs Assessment Study



BURKE
COUNTY
Animal Services Center



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PNP Design Group

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- Most experienced animal shelter design firm in the nation
- Over 30 Years of Experience- nation wide
- More than 750 Shelters, 350 Animal Control
- Only firm with actual Shelter operation experience
- Pioneered “New Generation” design concepts



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Shelter Design Evolution

- **1940-1960** : Primitive “Dog Pound Designs” Dark, damp, noisy, located near dumps, sewage treatment plant or cheap as possible
- **1960-1975**: Larger shelters better built, but kennels are still dark, noisy, damp
- **1975-1985**: Bill Meade, our founder, begins designing “improved” shelters with brighter, easy to clean kennels, heated floors, proper sloped floors, but still simple design
- **1985-1993**: Bill Meade, our founder, begins to move shelter design to reflect more concern about healthy kennels, proper air exchange, disinfectable materials, noise control, better drainage systems. However, most shelters were still economical, plain public facilities
- **1993-2014**: SPA initiates the movement towards a “New Generation” of shelter designs. We originated the first:
 - “Adoption Display Rooms” - “Cat Condos”
 - “Cat Community Rooms” - Jumbo Dog Kennels”,
 - “Positive Ventilation Cat Cages” - “Quick Clean Kennels”
 - “Cat Fresh Air Porches” - “Courtyard Kennels”
 - “Convertible Kennels” - “Individual Drainage Design”
- We remain the only shelter design firm that has first hand working knowledge of daily shelter functions.

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Shelter Design Goals

1. Our goal is to create your facility utilizing the best practices in humane animal care.
2. Reduce stress in animals through better separation and flow, sound proofing, comfortable kennels and cages and natural light.



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Shelter Design Goals

3. Prevent disease by having medical isolation and quarantine areas, enhanced HVAC systems, proper drainage, high quality cleaning equipment and quality laundry and grooming facilities.



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Shelter Design Goals

- 4. Create a warm and welcoming facility for the public to visit with good sound proofing, natural light, color, odor control, private get-acquainted rooms, landscaping.



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Shelter Design Goals

- 5. Allow more opportunities for socialization between people and animals through animal Get Acquainted rooms, outdoor walks, cat condos, and community cat rooms.



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Shelter Design Goals

- 6. Focus on education and prevention through an environment filled with useful information, an education and training center for humane education, and spay/neuter program.



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Shelter Design Goals

- 7. Create a pleasant and effective work space for staff with sufficient office space and storage, conference rooms, file storage, adoption interview rooms, employee break room, proper flow, easy to clean, etc.



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Needs Assessment Study

1. **Purpose and Scope of Study**
2. **Review of Existing Facilities**
3. **People and Animal Levels**
4. **Building Space Program**
5. **Site Considerations**
6. **Recommended Features**
7. **Staffing**
8. **Operating Cost**
9. **Opinion of Probable Cost**
10. **Operation**



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Current Average Length of Stay

Based on Existing Housing Spaces			
	2018 Actual Intake	Existing Housing Spaces	Current ALS
Dogs	1,438	16	4
Cats	1,839	48	9.6
Other	33	0	0
Total	3,310	64	

Nation Norm is 10 to 12 days

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Existing Facility



Existing Building is well kept but does not meet current best practices for animal shelters. It is too small for the animal intake and we agree with the County it should be replaced.

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People and Animal Levels

- ***People population approximately 91,555 for 2018.***
- ***Animals received in 2018 was 3,310.
1,438 dogs, 1,839 cats, and 33 other species.***
- ***National norm, animal intake is 2-3% of the human population and Burke County is 3.62%.***
- ***Next 20 years, population is projected to increase by 10% to 100,745.***

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Disposition of Animals

Adopted or transferred- 798 or approx. 24%
National Norm - 60 to 70%

Returned to Owner- 255 or approx. 7.7%
National Norm- 10 to 20%

Euthanized- 2,245 or approx. 67.82%
National Norm- 20 to 40%

However, there is a strong push nationally to reach 90% Live Release Rate

Died in Shelter- 12 or approx. 0.36%
which is reasonable

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Historical animal intake data for past 5 years

Historical Shelter Intake Data					
	2014	2015	2016	2017	2018
Human Population	89,197	89,114	89,814	90,776	91,555
Dogs	2,160	1,838	1,657	1,747	1,438
Cats	1,955	2,161	1,896	1,711	1,839
Other	34	81	7	23	33
Total Intake	4,149	4,080	3,560	3,481	3,310
Intake percentage of human population	4.65%	4.58%	3.96%	3.83%	3.62%
% decrease of intake Per Population %	-	-1.6%	-13.4%	-3.3%	-5.7%

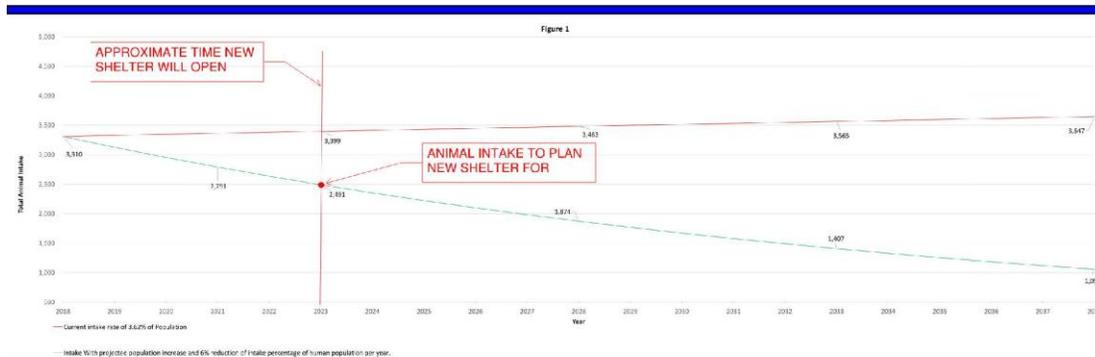
Note: Average decrease of intake as percentage of human population over the past 5 years is 6%.

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Projected Animal Intake



- **Red Line:** Current intake rate of 3.62% of Human Population
- **Green Line:** intake with project human population increase and a 6% reduction of intake percentage of human population per year.
- **Approximate time new shelter will open: 2023**
- **Animal intake to plan shelter for: 2,466**

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“Will Holding More Animals or for Longer Periods of Time Increase the Number of Animals Adopted?”

At the request of Chairman Carswell, Mr. Barnard explained that holding animals in the shelter for a longer period of time does not correlate to higher adoption rates; getting people into the shelter to adopt an animal is the important thing. In response to a question from an audience member concerning the amount of time it takes to abate health issues that some stray animals have when they enter the shelter, Mr. Barnard said the numbers in the presentation are averages and the length of stay for an individual animal can vary greatly depending on their circumstances, and foster programs can be set up to assist with those animals.

Strategies for Improving Live Release Rate

- **Strong Leadership and Commitment**
- **Aggressive Retail Marketing**
- **Community Education Program**
- **Aggressive Spay and Neuter Program**
- **Trap-Neuter-Release Program for cats**
- **Transfer Program Improvement**
- **Proactive Return to Owner Program**
- **Improve Pet Identification**
- **Improve Facilities**

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Proposed Animal Housing

	Projected Animal Intake	Desired ALS	Number of Animals to be Housed
Dogs	1,081	14	41
Cats	1,385	14	53
Other			
Total	2,466		94

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Building Space Program

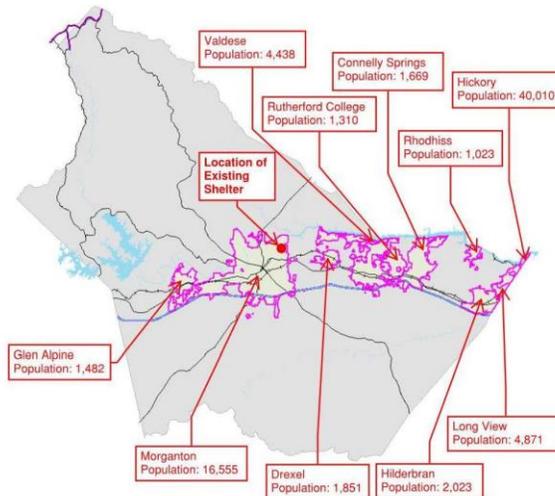
Summary:	Interior	Exterior
A. Administrative	3,236	
B. Medical Clinic	2,059	
C. Animal Housing (Interior)	3,554	
D. Animal Housing (Exterior)		2,227
E. Animal Support Area (Interior)	1,938	
F. Animal Support Area (Exterior)		900
TOTAL SF	10,787	3,127
COMBINED SF	13,914	

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Site Considerations

- **Visibility**
- **Accessibility**
- **Suitability**
- **Parking**
- **Site Size**



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Staffing

The present animal shelter staff consists of the following staff positions:

	Position	Number of Staff		Accumulated Total
		Full Time	Part Time	
1	Director	1		1
2	Coordinator	1		2
3	Technician	1		3
4	Animal Control Officer	7		10
	Total			10

This staffing level is below average compared to most shelters across the Country handling approximately the same number of animals and having similar adoption results. Burke County should plan increase the staff at the shelter.

Burke County is considering adding the following staffing positions in the future:

	Position	Number of Staff		Accumulated Total
		Full Time	Part Time	
1	Marketing	1		1
2	Animal Care Technicians		2	2
3	Education Coordinator	1		3
4	Veterinarian		1	3.5
5	Vet Tech		1	4
	Total			4

Also, in a new shelter that is a more pleasant environment, it should be possible to have a successful volunteer program. Volunteers can help with a wide variety of activities at the shelter to promote adoption.

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To implement adoption / marketing programs and increase the live release rate, Mr. Barnard recommended the County increase its staffing which is well below the national average.

Operating Cost

- Annual operating cost in 2018 was \$315,425**
3,310 animals = \$95.29 per animal
National Norm= \$250 to \$500 per animal
- The proposed new animal shelter will be larger and the operating budget should be increased to cover additional staffing that will be needed to increase the Live Release rate.**

Chairman Carswell asked, regarding the \$95.29 operating cost per animal, what is the County not doing that other shelters are to arrive at the national average cost per animal of \$250. Mr. Barnard said two (2) of the most prominent drivers for cost is staffing and medical care. Based on the County’s high euthanasia rate, medical care was not provided.

Minutes Acceptance: Minutes of Jan 30, 2020 2:00 PM (APPROVAL OF MEETING MINUTES)

Opinion of Probable Cost

	<i>Low</i>	<i>High</i>
<i>Building Cost -</i>	<i>\$3,633,249</i>	<i>\$4,282,044</i>
<i>Site Work-</i>	<i>\$363,000</i>	<i>\$642,307</i>
<i>Soft Costs-</i>	<i>\$599,486</i>	<i>\$738,653</i>
<i>Contingency-</i>	<i>\$229,803</i>	<i>\$283,150</i>
<i>Total-</i>	<i>\$4,825,863</i>	<i>\$5,946,153</i>

Does not include the cost of land

These are 2019 dollars and construction costs are rising

Chairman Carswell asked if the County builds a new Animal Services Center (ASC) in the next few years, will the equipment and materials in the building be out-of-date in five (5) years. Mr. Barnard said what is recommended in the report will last for the foreseeable future but cautioned that he cannot give a specific answer because of unforeseeable advancements in animal care services that may occur.

Commissioner Brittain asked are there minimum size standards for animal shelters and who makes that determination. Mr. Barnard said the minimum size of animal housing is regulated by the state, and what is recommended in the report is best practices as recommended by the Shelter Vet Association and other organizations (18 square feet per cat and two (2) compartment housing for dogs). Discussion ensued. Commissioner Brittain asked what procedures are recommended to occur in the proposed medical area. Mr. Barnard said due to state law, animal shelters cannot compete with private veterinary practices; as such, the area will be used for spay and neuter operations. Discussion ensued.

Vice Chairman Mulwee asked Mr. Barnard to explain to everyone why the cost per square foot is high compared to other buildings. Mr. Barnard said it is explained in detail in the report, but animal shelters are unique, very complex building types compared to other buildings, such as schools, office buildings, malls, etc. He said animal shelters have more walls (masonry) per square foot as compared to other buildings. Other examples of why animal shelters are expensive are due to more vast and complex plumbing, disease and urine resistant finishes and air conditioning, all of which is housed in a smaller sized building. Discussion ensued. Mr. Barnard responded to a question from Vice Chairman Mulwee concerning population demographics and noted that animal intake trends are decreasing. Mr. Barnard said when he designs a shelter, he designs it to be expandable as a best practice and because of potential increases in the animal population in the future. Chairman Carswell asked if pet ownership trends are increasing is that why the intake numbers are decreasing. Mr. Barnard reported nationally, pet ownership is increasing and as the culture continues to change, pet ownership numbers will probably rise. Mr. Barnard said they study irresponsible pet ownership not the

January 30, 2020 (Recessed)

DRAFT

number of pets in the community and noted every community is different regarding intake numbers. Discussion ensued.

Chairman Carswell said the Board has received a wide range of information and the animal advocates will give him their opinions as well. The Board has a fiduciary responsibility to keep in mind how much money is being spent, and noted he liked seeing a range of costs for a new facility. He said they are diligently looking at locations in the County for a new ASC (Animal Services Center) and a few properties look promising. Chairman Carswell said Mr. Barnard will complete a walkthrough of the sites in the future, after the Board discusses how they want to proceed with a new ASC.

Motion: To accept the report as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Scott Mulwee, Vice Chairman
AYES:	Johnnie W. Carswell, Scott Mulwee and Jeffrey C. Brittain
ABSENT:	Wayne F. Abele, Sr. and Maynard M. Taylor

ADJOURN

Chairman Carswell adjourned the meeting at 2:57 p.m.

Approved this 16th day of June 2020.

Johnnie W. Carswell, Chairman
Burke Co. Board of Commissioners

Attest:

Kay Honeycutt Draughn, CMC, NCMCC
Clerk to the Board

Minutes Acceptance: Minutes of Jan 30, 2020 2:00 PM (APPROVAL OF MEETING MINUTES)

February 4, 2020 (Pre-Agenda)

DRAFT

**MINUTES
BURKE COUNTY BOARD OF COMMISSIONERS
PRE-AGENDA MEETING**

The Burke County Board of Commissioners held a pre-agenda meeting on Tuesday, February 4, 2020 at 3:00 p.m. They met in the Commissioners' Meeting Room, Burke County Services Building, 110 N. Green Street, Entrance E in Morganton, N.C. Those present were:

COMMISSIONERS PRESENT: Johnnie W. Carswell, Chairman
Scott Mulwee, Vice Chairman
Wayne F. Abele, Sr.
Jeffrey C. Brittain
Maynard M. Taylor

STAFF PRESENT: Bryan Steen, County Manager
Margaret Pierce, Deputy County Manager/Finance Director
J.R. Simpson, II, County Attorney
Kay Honeycutt Draughn, Clerk to the Board

CALL TO ORDER

Chairman Carswell called the meeting to order at 3:02 p.m.

APPROVAL OF THE AGENDA

Motion: To approve the agenda.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Maynard M. Taylor, Commissioner
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

PRESENTATIONS**AS - PET OF THE MONTH**

Kaitlin Settlemyre, Animal Services Director, said Animal Services staff will present a dog and cat in need of its "forever" home at the regular meeting. She said every pet of the month that has been presented has been adopted, except for Caesar, who is still in training for K9s for Warriors. Ms. Settlemyre gave an update on adoption rates and noted this month they have been able to achieve an 85 percent "move out" rate for cats and 88 percent for dogs. Chairman Carswell commended Director Settlemyre for her department's hard work.

RESULT:	MOVED WITHOUT OBJECTION TO THE NEXT MEETING: FEB. 18, 2020 AT 6:00 PM
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BCRS - UPDATE ON BURKE COUNTY RESCUE SQUAD

Chairman Carswell reported that due to illness, Chief Chris Brown has requested that this item be moved to the March agenda.

Minutes Acceptance: Minutes of Feb 4, 2020 3:00 PM (APPROVAL OF MEETING MINUTES)

RESULT: MOVED WITHOUT OBJECTION TO MARCH MEETING AGENDA**TDA - FINANCIAL UPDATE FOR THE PERIOD ENDING DEC. 31, 2019**

Information from the agenda packet:

In accordance with Session Law 2007-265, HB 78, the Tourism Dev. Authority must report quarterly and at the close of the fiscal year to the Burke County Board of Commissioners on its receipts and expenditures for the preceding quarter and for the year in such detail as the board may require.

Chairman Carswell reported that the TDA Executive Director is out of town and unless anyone objects, the presentation will be made at the regular meeting.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: FEB. 18, 2020 AT 6:00 PM**SCHEDULED PUBLIC HEARINGS - NONE****CONSENT AGENDA****BCPS - PRESENTATION OF FINANCIAL DATA FOR THE PERIOD ENDING DEC. 31, 2019**

Information from the agenda packet: In accordance with the Memorandum of Agreement approved by the County and the Board of Education, the Board of Education will provide to the County quarterly financial reports on the 2019-2020 budget year, showing the application of the County's local funding by the end of each fiscal quarter. These reports will be presented to the County's Board of Commissioners in November 2019, February 2020 and May 2020, respectively.

Keith Lawson, Burke County Public Schools Finance Officer, presented the following financial data for the period ending December 31, 2019.

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BCPS						
Estimated Revenues						
2019/2020						
	Annual		December YTD			% of Budget Received
	Previous	Current Fcst	Current	Previous	% Change	
State	80,597,443	80,600,000	38,345,892	38,768,137	-1.1%	47.6%
Federal	7,462,092	7,720,415	3,388,225	3,707,546	-8.6%	43.9%
Local	14,568,907	14,425,772	7,490,525	7,373,155	1.6%	51.9%
School Nurses	718,403	998,140	378,969	229,182	65.4%	38.0%
Charter Schools	412,143	450,291	143,106	147,370	-2.9%	31.8%
Fines & Forfeitures	430,149	380,000	164,955	239,619	-31.2%	43.4%
Special Revenue	5,513,118	5,350,000	3,274,558	2,764,478	18.5%	61.2%
Total	\$ 109,702,255	\$ 109,924,618	\$ 53,186,230	\$ 53,229,487	-0.1%	48.4%

As of this report we still have no state budget. We are operating on state funds at the previous year's funding level. We have adjusted to the new, anticipated state retirement and health insurance employer matching rates. Maintaining operations at the previous year's funding level will become increasingly difficult.

BCPS										
Local Financials by Purpose & Function Level										
					'19/'20					
Expenses		'16/'17	'17/'18	'18/'19	Budget	1st	2nd	3rd	4th	Total
5XXX	Regular Instructional Sevices	4,912,851	5,164,868	5,324,653	5,426,911	822,802	1,957,952			2,780,754
6XXX	Support & Development Services	9,795,255	10,405,887	10,119,395	10,442,916	2,975,589	2,337,956			5,313,545
81XX	Payments to Other Governmental Units	655,442	625,363	702,226	617,763	57,823	155,247			213,070
49XX	Revenues Over/(Under) Expenditures	430,881	(98,431)	37,872	(188,387)	93,890	(231,620)			(137,730)
XXXX	Grand Total	\$ 15,794,429	\$ 16,097,687	\$ 16,184,146	\$ 16,299,203	\$ 3,950,104	\$ 4,219,535	\$ -	\$ -	\$ 8,169,639
	% of Annual Budget									50.1%
Revenue										
4110	Burke County	14,264,035	14,599,358	14,448,211	14,416,272	3,745,262	3,745,263			7,490,525
4110	Timber Receipts	10,747	9,406	120,696	9,500	-	-			-
4490	School Nurses	653,750	726,095	718,403	998,140	89,557	289,412			378,969
4110	Charter Schools	370,618	372,286	412,143	450,291	1,529	141,577			143,106
4410	Fines & Forfeitures	430,126	330,570	430,149	380,000	70,933	94,022			164,955
4493	Individual Schools' Receivables	65,152	59,972	54,544	45,000	42,823	(50,739)			(7,916)
XXXX	Grand Total	\$ 15,794,429	\$ 16,097,687	\$ 16,184,146	\$ 16,299,203	\$ 3,950,104	\$ 4,219,535	\$ -	\$ -	\$ 8,169,639
	LCE FB contributed \$38k for '18/'19, bringing total FB to \$2.7M, 16.6% of local budget									
	At this point in time have no forecast as to current FB usage due to lack of state budget									
	School Nutrition realized a profit of \$489k before equipment and serving lines reinvestment of \$218k									

Mr. Lawson reported the State hasn't adopted a budget yet and BCPS is absorbing the cost, approximately \$700,000, of raises and employer benefit increases so they do not have to utilize a significant amount of fund balance. He said at this point last year, BCPS spent \$17,000 in fund balance, and this year they have spent \$137,000. Mr. Lawson noted that the state minimum wage has put a lot of strain on BCPS in retaining custodial staff, teacher assistants, exceptional children one-on-ones, etc.

Chairman Carswell opened the floor for questions and comments from the Board. Commissioner Taylor commended Mr. Lawson on the report. Mr. Lawson responded to a question from Commissioner Taylor about charter schools.

Minutes Acceptance: Minutes of Feb 4, 2020 3:00 PM (APPROVAL OF MEETING MINUTES)

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: FEB. 18, 2020 AT 6:00 PM

WPCC – PRESENTATION OF FINANCIAL DATA FOR THE PERIOD ENDING DEC. 31, 2019

Sandy Hoilman, WPCC Chief Financial Officer, presented an overview of the College’s financial data for the period ending December 31, 2019.

WESTERN PIEDMONT COMMUNITY COLLEGE
FY 2019-2020 SUMMARY AS OF DECEMBER 31, 2019

	STATE			COUNTY			INSTITUTIONAL		
	BUDGET	ACTUAL	REMAINING	PGLT	ACTUAL	REMAINING	BUDGET	ACTUAL	REMAINING
Summary of Revenues									
State Appropriations	13,729,630	7,068,865							
Add. Allocations (detail below)	345,801								
County Appropriations				2,560,155	1,280,078				
Rent & Interest Income				53,000	7,016				
Institutional Funds							5,416,497	2,713,170	
Total Budgeted Revenues	14,075,431	7,068,865	7,006,566	2,613,155	1,287,093	1,326,062	5,416,497	2,713,170	2,703,327
Summary of Expenditures									
Institutional Support	2,869,531	1,359,897	47%	258,380	185,312	72%	114,659	33,919	30%
Curriculum Instruction	6,626,563	3,237,555	49%				270,666	84,143	31%
Non Curriculum Instruction	1,443,912	745,165	52%				147,380	118,741	81%
Academic Support	1,375,619	688,675	50%				1,137	-	0%
Student Support	1,478,104	754,860	51%				370,000	174,253	47%
Plant Operations & Maint.				2,354,775	950,400	40%			
Proprietary / Other							988,202	678,361	69%
Student Aid							3,524,453	1,755,056	50%
Capital Outlay (excluding capital improvements)	281,702	44,091	16%						
Total Budgeted Expenditures	14,075,431	6,830,244	7,245,187	2,613,155	1,135,712	1,477,443	5,416,497	2,844,472	2,572,025
		48.5%	51.5%		43.5%	56.5%		52.5%	47.5%

ADDITIONAL FUNDING DESIGNATED FOR APPROVED PROJECTS	
Customized Training Projects	75,267
CTP Regional Trainer	128,614
Male Minority Grant - Aviso	45,130
Perkins Grant - Reserve Funds	25,386
Federal Portion - Basic Skills	47,386
NCWorks Career Coach	
Catalyzing CTE - Perkins	
Carryforward	24,018
Longevity	-
Total Other	345,801

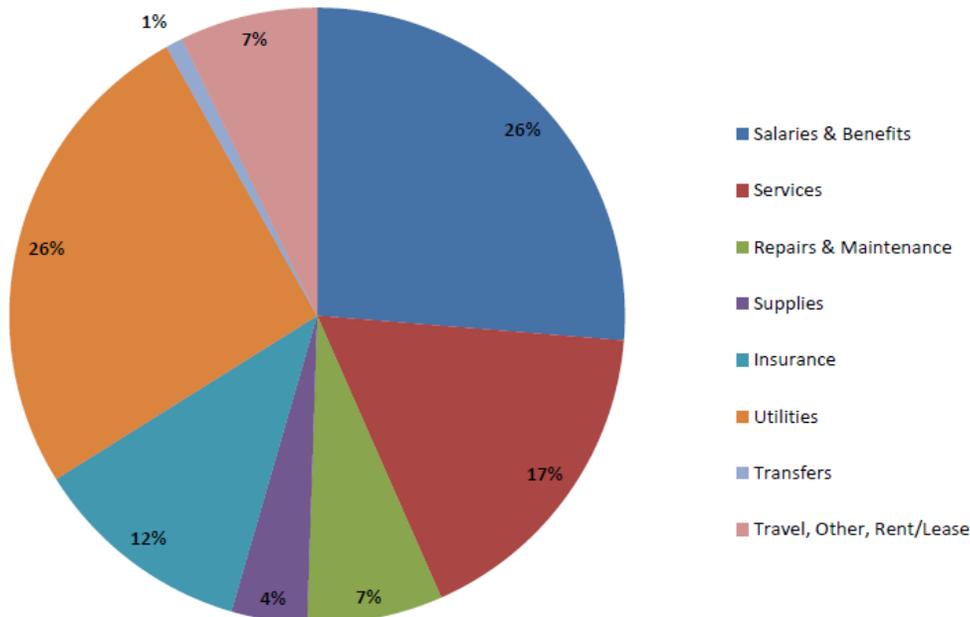
As of December 31, 2019		
Total College Budget	\$ 22,105,083	
Total Expenditures	\$ 10,810,428	48.9%

Fund Balance: County Funds		
Fund Balance, Beginning July 1, 2019		626,111
Current Operating Cash		151,381
Current Fund Balance		777,491
		30%

Western Piedmont Community College
County Expenditures by Category
FY 2020 - Actual Expenditures - July 1, 2019 thru December 31, 2019

Salaries & Benefits	298,535	26.3%
Services	194,262	17.1%
Repairs & Maintenance	80,977	7.1%
Supplies	45,124	4.0%
Insurance	131,822	11.6%
Utilities	292,567	25.8%
Transfers	10,190	0.9%
Travel, Other, Rent/Lease	82,235	7.2%
	1,135,712	100%

County Expenditures - FY 2020 July 1, 2019 - December 31, 2019



Ms. Hoilman noted that they are on a continuation budget due to the lack of a state budget and they have implemented cost saving measures. She said due to the lack of a state budget, they have not given any pay raises and noted that because of the state minimum wage, WPCC has lost employees to other state agencies. Ms. Hoilman said the roof replacement project for the Patton and E buildings are almost ready to go out to bid. She then gave updates on other upcoming projects.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: FEB. 18, 2020
AT 6:00 PM**

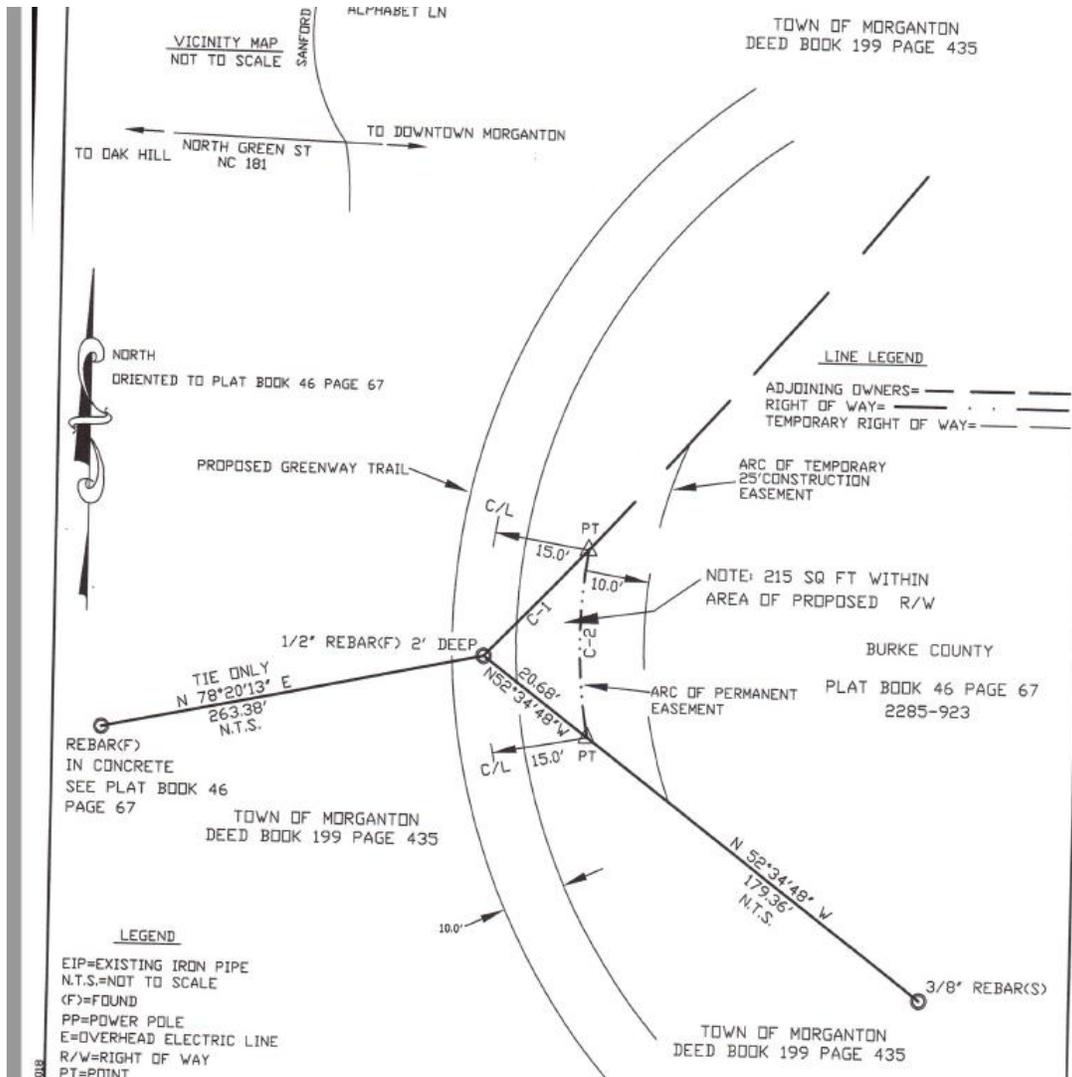
COM - EASEMENT AGREEMENT FOR MORGANTON GREENWAY

Louis Vinay, City Attorney, and Phillip Lookadoo, Development and Design Services Director, presented information regarding the easement agreement for the Morganton Greenway as follows:

The City of Morganton has requested an easement for the Greenway (greenway path / sidewalk) that runs across the corner of the Mountain View School property. The proposed course of the greenway (a 10' wide pavement) cuts across just a corner of Mountain View School tract. The greenway requires a total right-of-way of 30', so that total area within permanent easement would be only 215 sq. ft. The City also requests a temporary construction easement extending another 10' into school property (e.g., temp easement runs 25' either side of greenway centerline).

To comply with State/Federal funding requirements, City would also need a letter agreement from the County "authorizing" the City to actually build the greenway across this property.

Minutes Acceptance: Minutes of Feb 4, 2020 3:00 PM (APPROVAL OF MEETING MINUTES)



Attorney Vinay reported because of the close proximity of Duke Energy’s electric substation, the Greenway had to be moved over a few feet, and because of federal and state requirements regarding the grade and curvature of the Greenway, the Greenway needs to be located on the corner of the County’s property. He further reported Burke County Public Schools (BCPS) Superintendent, Dr. Larry Putnam, is agreeable to this project and they would like to have the Greenway in close proximity to their school. Attorney Vinay said this project is ready to be bid out this spring.

Chairman Carswell opened the floor for questions and comments from the Board. Commissioner Taylor said he has no problems with the project if the County Attorney has reviewed the contract, and everything is in order. J.R. Simpson, II, County Attorney, said he has reviewed the contract, everything is in order and noted the school system is aware of the project and are in favor of it moving forward.

Mr. Lookadoo responded to a question from Vice Chairman Mulwee concerning the location of the easement in relation to the Frisbee golf course.

Minutes Acceptance: Minutes of Feb 4, 2020 3:00 PM (APPROVAL OF MEETING MINUTES)

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: FEB. 18, 2020
AT 6:00 PM**

BCECC - COMMUNICATIONS 911 PHONE HARDWARE REFRESH LEASE AGREEMENT

Brock Hall, BCECC Director, presented information regarding the 911 phone hardware refresh lease agreement as follows:

During last year's budget preparation, we discussed the need to update and replace 911 phone hardware in line with the recommended 5-year replacement cycle. 2019 marked the 5-year anniversary of the opening of the 911 center and the purchase of the current phone equipment. Monies were budgeted by the Commissioners for a 5-year lease of replacement phone equipment. The lease option was deemed preferable as it would not only save the county money by keeping the annual cost below the reimbursable threshold determined by the 911 board but also save the 911 board approximately \$16,000 over 5 years. These savings were initially estimated to be greater however changes were made in service contracts in an effort to ensure most costs were eligible for reimbursement. The 911 board has deemed, based on approved seat counts, that Burke County is eligible for \$176,859.84 in phone hardware reimbursements annually. The proposed lease agreement locks in an annual cost of \$116,928.87, ensuring that our annual expenses will be reimbursed. This cost includes the replacement of all phone hardware on 11 dispatch consoles in the primary center as well as replacement of 8 command post phones in the backup PSAP, and all VESTA 911 call processing equipment.

Budgetary Effect: The total hardware cost is \$260,667.14 with annual lease payment of \$59,132.34. Funding for this was included in the FY 19-20 budget. No additional funding is required, and expenses are 99 percent reimbursable. Board approval is required for multi-year agreements and agreements that are more than \$90,000.

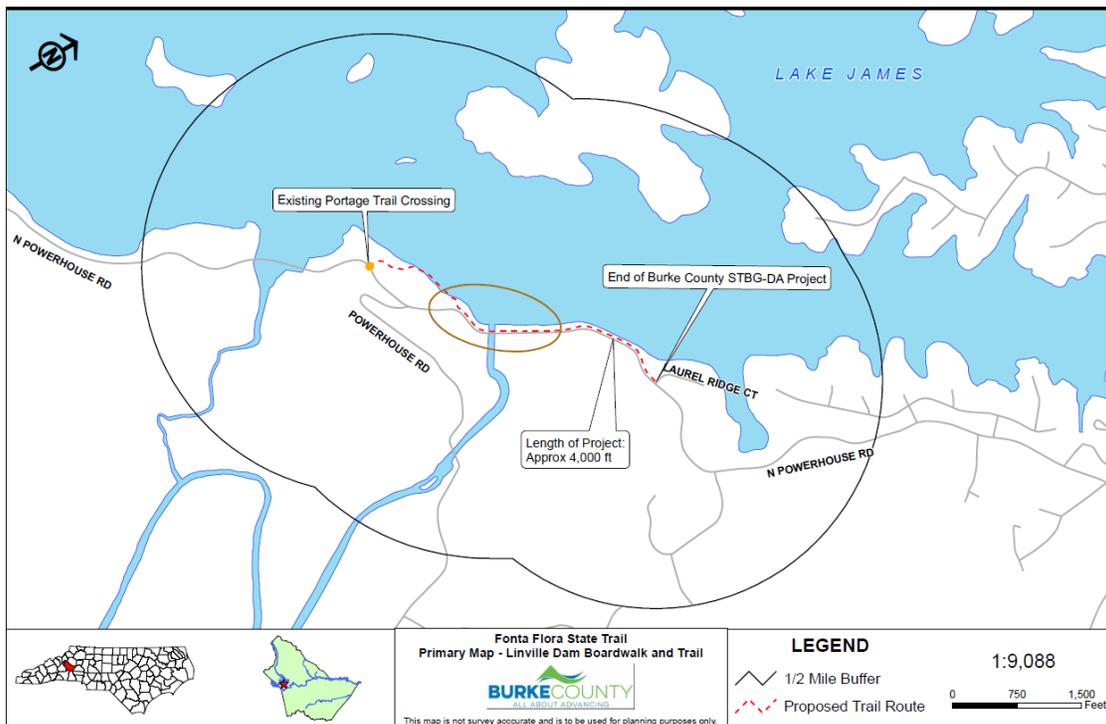
Chairman Carswell opened the floor for questions and comments from the Board. Mr. Hall responded to a question from Commissioner Taylor regarding the cost of the lease. He advised that there will be an overall savings of approximately \$20,000. A short discussion ensued.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: FEB. 18, 2020
AT 6:00 PM**

COMM. DEV. - ACCEPT STBG-DA GRANT AGREEMENT - LINVILLE DAM

Shane Prisby, Operations Manager, presented information regarding the acceptance of the STBG-DA grant agreement – Linville Dam as follows:

The Greater Hickory Metropolitan Planning Organization (GHMPO) issued a call for projects to agencies in its jurisdiction for Surface Transportation Block Grant - Direct Attributable Funding (STBG-DA). Burke County Community Development Department applied for and was awarded \$400,000 for the Fonta Flora State Trail - Linville Dam and Boardwalk and trail. This grant will be matched with \$100,000 of County funds approved by the Board of Commissioners as part of the FY 20 budget.



Mr. Prisby said this is the sister project of the Cotton North Powerhouse section of the trail and they will link with one another. Mr. Prisby said the next step is to receive an agreement from NCDOT which has not arrived. He requested that this item be moved to the March meeting, so the Board has the opportunity to see the agreement before the project advances.

RESULT: MOVED WITHOUT OBJECTION TO THE MARCH 2020 MEETING AGENDA

FINANCE - COUNTY FINANCIAL REPORT FOR THE PERIOD ENDING DECEMBER 31, 2019

Margaret Pierce, Deputy County Manager/Finance Director, presented the County financial report for the period ending December 31, 2019 for informational purposes only as follows:

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Minutes Acceptance: Minutes of Feb 4, 2020 3:00 PM (APPROVAL OF MEETING MINUTES)

February 4, 2020 (Pre-Agenda)

DRAFT

GENERAL FUND AS OF DECEMBER 31, 2019				PERCENT RECEIVED / EXPENDED
	BUDGET	ACTUAL	BALANCE	
REVENUES:				
Property Taxes, Interest, & Penalties	\$48,970,000	37,885,667	\$11,084,333	77.37%
Sales Tax	\$7,400,000	1,944,429	\$5,455,571	26.28%
Other taxes	\$1,266,000	644,127	\$621,873	50.88%
Intergovernmental	\$18,330,011	6,694,836	\$11,635,175	36.52%
Sales/Services	\$3,941,175	2,100,335	\$1,840,840	53.29%
Permit/Fees	\$2,014,592	957,983	\$1,056,609	47.55%
Misc Revenues	\$886,575	717,460	\$169,115	80.92%
Transfer from other Funds	\$6,681,410	3,340,705	\$3,340,705	50.00%
Fund Balance	\$2,318,712	0	\$2,318,712	0.00%
TOTAL	\$91,808,475	54,285,542	\$37,522,933	59.13%
EXPENDITURES:				
Animal Services	\$217,535	94,043	\$123,492	43.23%
Burke County Schools	\$15,874,203	7,869,494	\$8,004,709	49.57%
Community Dev/Building Inspections	\$871,545	440,433	\$431,112	50.53%
Cooperative Extension	\$380,855	158,273	\$222,582	41.56%
Debt Service	\$8,398,330	3,375,797	\$5,022,533	40.20%
DSS	\$17,538,901	7,430,407	\$10,108,494	42.37%
Economic Development	\$2,773,299	1,192,948	\$1,580,351	43.02%
Elections	\$1,106,047	262,375	\$843,672	23.72%
Emergency Services	\$8,916,900	4,324,872	\$4,592,028	48.50%
General Government	\$7,071,720	3,207,896	\$3,863,824	45.36%
Health	\$3,366,725	1,606,990	\$1,759,735	47.73%
Library	\$1,596,235	1,026,013	\$570,222	64.28%
Maintenance & Operation	\$1,752,235	1,175,801	\$576,434	67.10%
Mental Health	\$265,000	132,500	\$132,500	50.00%
Recreation	\$709,600	330,883	\$378,717	46.63%
Register of Deeds	\$486,235	223,089	\$263,146	45.88%
Senior Services/Veteran Services	\$628,770	266,272	\$362,498	42.35%
Sheriff, Jail and Animal Control	\$13,057,125	5,414,466	\$7,642,659	41.47%
Soil & Water	\$130,125	61,414	\$68,711	47.20%
Tax	\$1,580,935	679,187	\$901,748	42.96%
Western Piedmont Community College	\$2,710,155	1,280,078	\$1,430,077	47.23%
Transfers to other Funds	\$2,376,000	781,134	\$1,594,866	32.88%
TOTAL	\$91,808,475	\$41,334,365	\$50,474,110	45.02%
FUND BALANCE INCREASE / (DECREASE)		\$12,951,177		
SALES TAX SUMMARY BY ARTICLE				
	<i>3 months reporting</i>			
Sales Tax - Article 39	\$5,000,000	1,311,812	\$3,688,188	26.24%
Sales Tax - Article 40	\$5,837,850	1,530,349	\$4,307,501	26.21%
Sales Tax - Article 42	\$2,800,000	743,672	\$2,056,328	26.56%
Sales Tax - Article 44	\$1,562,150	414,080	\$1,148,070	26.51%
TOTAL	\$15,200,000	3,999,913	\$11,200,087	26.32%

Minutes Acceptance: Minutes of Feb 4, 2020 3:00 PM (APPROVAL OF MEETING MINUTES)

ENTERPRISE FUNDS AS OF DECEMBER 31, 2019

	BUDGET	ACTUAL	BALANCE	PERCENT RECEIVED / EXPENDED
WATER & SEWER:				
Revenues	\$1,854,510	782,277	\$1,072,233	42.2%
Expenditures	\$1,854,510	511,073	\$1,343,437	27.6%
FUND BALANCE INCREASE / (DECREASE)		\$271,204		
SOLID WASTE:				
Revenues	\$5,440,225	3,407,229	\$2,032,996	62.6%
Expenditures	\$5,440,225	2,454,289	\$2,985,936	45.1%
FUND BALANCE INCREASE / (DECREASE)		\$952,940		

Chairman Carswell opened the floor for questions and comments from the Board. Ms. Pierce responded to questions from Commissioner Brittain regarding the composition of the sales tax articles and other revenue streams included in the report. She also addressed comments from Commissioner Taylor concerning incinerating trash at the landfill to generate electricity.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: FEB. 18, 2020 AT 6:00 PM

FM - HAZARD MITIGATION PLAN - RESOLUTION

Mike Willis, Fire Marshal/Emergency Management Director, presented information regarding the Hazard Mitigation Plan as follows:

While the threat from hazardous events may never be fully eliminated, there is much we can do to lessen their potential impact upon our community and our citizens. By minimizing the damaging effects of natural hazards upon our built environment, we can prevent such events from resulting in disasters. The concept and practice of reducing risks to people and property from known hazards is referred to hazard mitigation. Every five (5) years the Hazard Mitigation Plan must be updated and sent to the State and Federal representatives for review and approval. The Unifour Hazard Mitigation Plan was last updated and approved in 2014. In October 2018 the Unifour Region, consisting of Burke, Alexander, Caldwell and Catawba Counties, was assigned a contractor through North Carolina Emergency Management to have the Regional Hazardous Mitigation Plan reviewed and updated. Caldwell County took the lead on this revision. Numerous meetings of each County's Emergency Management leadership along with their respective municipality's leadership met during 2019. Surveys were conducted within in the group along with public input solicited through multiple media outlets. The Regional Hazard Mitigation Plan was submitted to the State and Federal Representatives and was approved in January 2020. The plan is approved for a period of five (5) years and will expire January 2025.

Mr. Willis said the plan is required in order to be eligible for pre and post disaster funding

mitigation.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: FEB. 18, 2020 AT 6:00 PM

GENERAL SERVICES - DISCONTINUE WATER/SEWER PAYMENT DROP BOX AT AVERY AVE

Miles Champion, General Services Director, reported General Services proposes to discontinue using the outside payment drop-box located on the corner of N. Green Street and Avery Avenue after March 31, 2020. The drop box has been used for receiving water/sewer payments from customers for several years. General Services personnel retrieves the payments from the box each day and hand-delivers them to the Hildebran Water/Sewer office for processing. On the average, there are zero to three pieces of mail in the drop-box. Staff would save approximately one hour each day by no longer hand delivering payments from the drop-box to the Hildebran office. The staff time saved can be utilized for building maintenance tasks. Water/sewer customers would still have three (3) options to submit their payments: by mail, in person at the Hildebran office and though on-line bill-pay service. Staff recommends the last day that the drop box would be used is March 31, 2020. On April 1st, staff will remove the drop-box from the site. Customers currently using the drop-box will be notified by telephone and a notice will be printed on the water/sewer bills for the March billing cycle. The Tax Office has its own drop box and will not be affected by this change.

Chairman Carswell opened the floor to questions and comments from the Board. Commissioner Brittain asked if the Tax Office could collect the payments and deposit them as a separate deposit at the close of the business day. Deputy County Manager/Finance Director, Margaret Pierce, said no because the payments must be entered into the water & sewer billing software, but Finance could potentially post the deposits for them. In response to another question from Commissioner Brittain, Ms. Pierce said the payments could be brought from the drop box to the Finance office or the Finance staff could check the drop box on a daily basis. Commissioner Brittain expressed his desire to explore these options before eliminating a payment option for customers.

Chairman Carswell requested that the County Manager, Deputy County Manager/Finance Director, and General Services Director develop a solution that would still allow for a drop box to remain in Morganton. Commissioner Taylor said he had the same concerns as Commissioner Brittain but noted that it does waste time and money if there are only a few payments placed in the drop box per week. Director Champion advised that it takes at least an hour for his maintenance staff to deliver the time sensitive payments to the Hildebran office.

RESULT: ITEM WITHDRAWN FROM THE AGENDA

JCPC- FUNDING ALLOCATION REVISION FOR RAISE THE AGE EXPANSION FUNDS

AJ Coutu, JCPC Administrator, presented information regarding the funding allocation revision for Raise the Age expansion funds as follows:

In 2017, North Carolina's General Assembly passed the Juvenile Justice Reinvestment Act by including the language in the appropriations bill. This legislation will allow for most 16 and 17-year olds charged with crimes to be served in the juvenile justice system instead of being charged as adults. The goal

of the Raise the Age legislation is to prevent young people from entering the criminal justice system and also prevent juveniles from re-offending. The NC General Assembly passed the budget and Burke County is set to receive \$36,505 for programs to provide restorative justice services. Four programs submitted applications and three programs were approved by the JCPC to receive the expansion funds. The revised allocation funding sheet is provided.

Burke County
NC DPS - Community Programs - County Funding Plan

Available JCPC Funds: \$ 230,294 Local Match: \$ 78,732 Rate: 30%
 Raise the Age Expansion Funds: \$ 36,505

DPS JCPC funds must be committed with a Program Agreement submitted in NC Allies and electronically signed by authorized officials.

#	Program Provider	New 19-20 Total DPS Funds	Original 19-20 DPS Funds	DPS-RTA Expansion Funding	LOCAL FUNDING			OTHER	OTHER	Total
					County Cash Match	Other Local Cash Match	Local In-Kind	State/ Federal	Funds	
1	JCPC Administration	\$14,710	\$14,710							\$14,710
2	Burke Recovery	\$25,663	\$25,663		\$2,000		\$5,768	\$9,691		\$43,122
3	Conflict Resolution Center	\$19,018	\$19,018				\$7,512			\$26,530
4	Kids at Work	\$52,111	\$37,540	\$14,571			\$11,544			\$63,655
5	Project Challenge	\$63,341	\$63,341				\$19,002			\$82,343
6	Repay Just Girls	\$11,467	\$11,467			\$3,000	\$8,410	\$8,349	\$11,000	\$42,226
7	Repay Psychological Services	\$24,055	\$24,055				\$8,936			\$32,991
8	Repay SAIS	\$40,917	\$34,500	\$6,417			\$12,560		\$11,907	\$65,384
9	Conflict Resolution Center - Sentencing Circles	\$15,517		\$15,517						\$15,517
10										
11										
12										
13										
14										
15										
16										
17										
18										
	TOTALS:	\$266,799	\$230,294	\$36,505	\$2,000	\$3,000	\$73,732	\$18,040	\$22,907	\$386,478

The above plan was derived through a planning process by the Burke County
 Juvenile Crime Prevention Council and represents the County's Plan for use of these funds in FY 19-20

Amount of Unallocated JCPC Funds

Budgetary Effect: An addition of \$36,505 to the Burke County JCPC Funding Allocation Plan for FY20.

Ms. Coutu said the Legislature raised the age of most youth considered to be juveniles from up to 16 to up to 18. She said they also released a small amount of funding to the local JCPC in order for them to increase the services that the agencies provide from December through June of the current fiscal year. Ms. Coutu said the County was allotted \$36,505 and after the JCPC properly published a request for proposals, they received four (4) proposals. She said with the limited funds available, the finance committee and council voted to recommend to the Board the amended funding plan.

Minutes Acceptance: Minutes of Feb 4, 2020 3:00 PM (APPROVAL OF MEETING MINUTES)

February 4, 2020 (Pre-Agenda)

DRAFT

Chairman Carswell opened the floor for question and comments from the Board. Commissioner Brittain asked Ms. Coutu to explain the services that the three funded (3) programs provide. Ms. Coutu said Kids at Work provides hands on training and interpersonal skill building for youth entering into restaurant services, the repayment of the Sex Offender Assessment and Treatment program is to repay the program due to an increase in children being exposed to pornography through their phones and computers, the New Restorative Justice program is another option besides teen court so the teen can go through a program with their peers and address their particular issue(s).

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: FEB. 18, 2020
AT 6:00 PM**

JCPC- FUNDING POLICY REVISION

AJ Coutu, JCPC Administrator, reviewed the following JCPC funding policy revisions as approved by the Council on November 13, 2019:

3. Request for Proposals (RFP): The Burke JCPC will review the annual Request for Proposals (RFP) prior to its advertisement. RFPs will be publicly advertised ~~on in the local newspaper~~ Burke County web site, and directly mailed or emailed to all existing service providers, the United Way office, other agencies serving youth, ~~and the school system and published in the local newspaper if deemed necessary~~. The RFP may also be posted in the location for other Public Notice in the County. The RFP will allow a minimum of 30 days from the date of publication until the application due date, and will include (at a minimum): a. The funding priority of services established by the JCPC b. The due date for the application c. Where the application can be obtained. d. Date, time, and location of the annual bidder's conference. e. A prioritization of risk factors

7. Applicant requirements: Applicants must meet all DACJJ requirements. Applicants shall submit to the Burke JCPC Administrative Assistant by the established deadline the following: ~~a copy of their annual audit or financial statement, and a management letter stating "no overdue taxes due"~~ A current list of their Board of Directors, and Notification of any conflicts of interest that exist.

Additionally, new programs, or programs that are not funded at the time of the RFP deadline, are required to submit three letters of support from outside their agency, a copy of their annual audit or financial statement and proof of their 501(c)(3) status to the JCPC.

13. Deadline Dates: Deadline dates for submission of the program application and program agreement will be listed on the Burke County JCPC Timeline given to programs applying for funding at the orientation (Bidders' Conference). Failure to submit the information into the State NC ALLIES program by the deadline given will result in exclusion from the funding allocation worksheet presented to the County Commissioners for approval. Program funds will be set aside ~~until submission is complete~~ and a revised funding allocation ~~can may~~ be approved by the Commissioners.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: FEB. 18, 2020
AT 6:00 PM**

TAX DEPT. - TAX COLLECTION REPORT FOR JANUARY 2020

Danny Isenhour, Tax Administrator, presented the tax collection report for January as follows:

Category	Tax Levy	Amount Collected YTD	Balance to Collect	% Collected
Property Tax	\$44,881,650.00	\$41,939,771.89	\$2,941,878.52	93.45%

The information below is comparing Tax Collections for Property Tax and Motor Vehicle Tax to the Annual Budget. This information is a supplement to the Annual Settlement Report.

Category	Annual Budget	Amount Collected YTD	Balance to Collect	% Collected
Current Year Taxes	\$48,070,000.00	\$44,750,715.06	\$3,319,284.94	93.09%
Delinquent Taxes	\$650,000.00	\$533,048.33	\$116,951.67	82.01%
Late List Penalty	\$250,000.00	\$218,329.21	\$31,670.79	87.33%

These two items below make up the current year taxes above.

Category	Annual Budget	Amount Collected YTD	Balance to Collect	% Collected
Property Tax	\$43,470,000.00	\$41,939,771.89	\$1,530,228.11	96.48%
Motor Vehicle Tax	\$4,600,000.00	\$2,810,943.17	\$1,789,056.83	61.11%

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: FEB. 18, 2020 AT 6:00 PM

TAX DEPT. - RELEASE REFUND REPORT FOR JANUARY 2020

Danny Isenhour, Tax Administrator, presented the release refund report for January as follows:

Tax System Refunds and Releases				
	Report Amount	Rebilled Amount	Net Release	Refund Amount
Releases (TR-304)	\$4,773.43	\$406.26	\$4,367.17	\$1,000.85

VTS Refunds Over \$100	
	Refund Amount
VTS Adjustments	\$478.40

*Note: The net loss amount is a result of the report amount minus the rebilled amount.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: FEB. 18, 2020 AT 6:00 PM

TAX DEPT. - ORDER TO ADVERTISE 2019 DELINQUENT REAL PROPERTY TAXES

Danny Isenhour, Tax Administrator, presented information regarding the order to advertise 2019 delinquent real property taxes as follows:

Pursuant to N.C.G.S. 105-369, the Tax Collector shall report to the governing board the total amount of unpaid taxes for the current fiscal year that are liens on real property.

Category	Tax Levy	Amount Collected YTD	Balance to Collect	% Collected
Property Tax	\$44,881,650.00	\$41,939,771.89	\$2,941,878.52	93.45%

Category	Annual Budget	Amount Collected YTD	Balance to Collect	% Collected
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Current Year Taxes	\$48,070,000.00	\$44,750,715.06	\$3,319,284.94	93.09%
Delinquent Taxes	\$650,000.00	\$533,048.33	\$116,951.67	82.01%
Late List Penalty	\$250,000.00	\$218,329.21	\$31,670.79	87.33%

Category	Annual Budget	Amount Collected YTD	Balance to Collect	% Collected
Property Tax	\$43,470,000.00	\$41,939,771.89	\$1,530,228.11	96.48%
Motor Vehicle Tax	\$4,600,000.00	\$2,810,943.17	\$1,789,056.83	61.11%

Under this statute, the Board orders the Tax Collector to advertise these tax liens on all unpaid real property. Also, a notice must be sent to the owner of record. This notice shall be sent at least 30 days before the advertisement is to be published, to the last known address. These notices state that the owner's name will be advertised if taxes are not paid in full by Friday February 28, 2020. The Tax Office mailed these notices during January 2020 (see sample).

Notices warning of the upcoming lien advertisement is scheduled to be published in the *News Herald* on Sunday February 16, February 23, March 8 and March 15, 2020. Those who have not paid real estate property taxes in full by Friday, February 28, 2020, will be advertised. The lien advertisement will then be published in the *News Herald* on Sunday, March 15, 2020.

**BURKE COUNTY
NOTICE**

2019 UNPAID REAL PROPERTY TAXES

Notice is hereby given that the Burke County Tax Collector will publish the annual Tax Lien Advertisement of Real Property for 2019 County Taxes, during the month of March. To avoid advertisement of your real property and avoid additional cost, you are requested to pay these 2019 taxes and interest no later than Friday, February 28, 2020.

This Delinquent Tax Notice, that is required to be sent before advertising in the newspaper, also serves as the Debt Setoff (DSO) Notice for Burke County. The Debt Setoff Notice is noted on the front of the delinquent notice. The actual Debt Setoff notice is on the back. This notice gives taxpayers 30 days to pay their delinquent taxes and avoid Burke County intercepting their North Carolina Income Tax refund.

Chairman Carswell opened the floor for questions and comments from the Board. Commissioner Taylor asked in addition to the newspaper, should the Tax Office consider using radio ads or other means of communication to make people aware that they owe taxes. He also asked how the County is doing regarding tax collections compared to last year. Mr. Isenhour said he does not have the statics with him currently, and regarding the first question, he said the Tax Office sends delinquent taxpayers a letter indicating they owe taxes. He also said starting in mid-December, there are radio advertisements informing citizens to list their personal property taxes. Chairman Carswell requested that Mr. Isenhour send the answer to Commissioner Taylor's question regarding tax collection statistics to the Board in an email.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: FEB. 18, 2020 AT 6:00 PM

ITEMS FOR DECISION

BOC - RESOLUTION DECLARING BURKE COUNTY, NORTH CAROLINA A CONSTITUTIONAL RIGHTS PROTECTED COUNTY

Chairman Carswell said approximately 90 citizens attended the previous Board meeting asking for the resolution to be passed and four (4) citizens addressed the Board. He said every county around Burke has adopted similar resolutions and he is asking the Board to adopt the resolution.

WHEREAS, the Constitution of the United States is the Supreme Law of our nation; and

WHEREAS, the Second Amendment to the Constitution states: "A well-regulated Militia being necessary to the security of a free State, the right of the people to keep and bear arms shall not be infringed..."; and

WHEREAS, the North Carolina Constitution, Article I, Section 30 states: "A well-regulated militia being necessary to the security of a free State, the right of the people to keep and bear arms shall not be infringed; and, as standing armies in time of peace are dangerous to liberty, they shall not be maintained, and the military shall be kept under strict subordination to, and governed by, the civil power. Nothing herein shall justify the practice of carrying concealed weapons, or prevent the General Assembly from enacting penal statutes against that practice;" and

WHEREAS, a long line of established U.S. Supreme court cases have ruled where rights are secured by the U.S. Constitution, including Second Amendment Rights, no rule making or legislation may abrogate those rights and the right to "keep and bear arms" is secured by the "due process" and "privileges and immunities" clauses of the Fourteenth Amendment which protects rights of, and closely related to, the Second Amendment; and

WHEREAS, the citizens of Burke County have long supported the rights of the individual, particularly as those rights exist under the U.S. and North Carolina Constitutions, including the Second Amendment; and

WHEREAS, the Burke County Board of Commissioners is concerned about the passage of any bill or legislation which could be interpreted as infringing the rights of the citizens of Burke County to keep and bear arms; and

WHEREAS, the Burke County Board of Commissioners expresses its deep commitment to the rights of all citizens of Burke County to keep and bear arms; and

WHEREAS, the Burke County Board of Commissioners wishes to express its opposition to any law that would unconstitutionally restrict the rights under the

Second Amendment of the U.S. Constitution and under the North Carolina Constitution of the citizens of Burke County to keep and bear arms, and all rights and privileges arising therefrom; and

WHEREAS, the Burke County Board of Commissioners expresses its intent to stand as a Constitutional Rights Protected County for Second Amendment rights and to oppose, within the limits of the Constitution of the United States and the State of North Carolina, any efforts to unconstitutionally restrict such rights, and to use such legal means at its disposal to protect the rights of citizens to keep and bear arms.

NOW, THEREFORE, be it resolved by the Burke County Board of Commissioners, working with Sheriff Steve E. Whisenant and the Burke County Sheriff's Office, within its powers, duties, and responsibilities, the Board shall respect, protect, and defend the Second Amendment rights of the citizens of Burke County and the Board will oppose, within the limits of the Constitutions of the United States and the State of North Carolina, any efforts to unconstitutionally restrict such rights, and to use such constitutional means at its disposal to protect the rights of its citizens to keep and bear arms; and

The Burke County Board of Commissioners hereby declares Burke County, North Carolina, as a "Constitutional Rights Protected County."

The Chairman then opened the floor for questions and comments from the Board. Commissioner Taylor said when an elected official is sworn in, they swear an oath to uphold the Constitution of the United States and North Carolina, and this is a fulfillment of that oath. Chairman Carswell said he imagines there will be citizens in attendance who support and oppose the resolution at the next meeting.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: FEB. 18, 2020
AT 6:00 PM**

CO. MGR. - EDUCATION BENEFIT FOR DETENTION OFFICERS

County Manager Steen presented information regarding education benefits for detention officers as follows:

Through the 2017 budget ordinance, the Board approved educational benefits for sworn law enforcement officers. To aid in the recruitment of detention officers, staff believes it would be advantageous and fair to offer these same benefits to detention officers.

This space is intentionally left blank.

Extract - 2017 Budget Ordinance

6. Effective July 1, 2017, each sworn law enforcement employee shall receive a one and one-half percent (1.5%) increase in pay for attainment of an intermediate law enforcement certification and an additional one and one-half percent (1.5%) for attainment of an advanced certification.
7. Sworn law enforcement employees hired July 1, 2017 and after shall receive a \$500 increase in pay for possession of an associates degree, or \$1,000 for a bachelors degree, or \$1,500 for a masters degree. To be eligible for the pay increase, the degree must be in a law enforcement related field. Employees currently receiving a \$780 education payment will continue to receive that amount for an associates degree, but will increase to the same \$1,000 and \$1,500 amounts for the higher degrees.

County Manager Steen said this is an effort to recruit and retain detention officers and this is almost word for word what was approved for the sworn law enforcement officers. Rhonda Lee, HR Director, said if this request is approved by the Board, the impact would be for approximately three (3) employees, which would be \$2,000 for the year. She said at this time no one would qualify for the advanced certification or the intermediate certification, but they could work through the process. Ms. Lee said for the sworn positions, they have around 25 participants for the education allowance, 23 for the advanced certification, and 35 for the intermediate certification. Larenda Johnson, Assistant HR Director, said she has been working with the Sheriff's Office on recruitment and they have seven (7) potential candidates in the pipeline and the Sheriff's Office has seven (7) vacancies.

Chairman Carswell said the Sheriff's Association reported that other counties across the state are having difficulties filling vacancies for detention officers and some counties have had to send inmates to other jails because they do not have enough staff. In response to a question from Chairman Carswell, Ms. Johnson said since October 17, there were 202 applications. Chairman Carswell said the County is blessed to have that many applicants, but the problem is getting applicants all the way through the State's lengthy hiring process. Chairman Carswell opened the floor for questions and comments from the Board.

Vice Chairman Mulwee said the County Manager's recommendation is fair and he believes in rewarding people for trying to achieve higher education in whatever form it is in.

Ms. Lee responded to a question from Commissioner Taylor concerning the cost for the three (3) qualifying employees. Commissioner Taylor said he does not like adjusting pay scales in the middle of a budget year and said it should be included in next year's budget. He said he does not mind rewarding people for bettering themselves as long as it does not break the bank.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: FEB. 18, 2020 AT 6:00 PM

CLERK - APPOINTMENT/REMOVAL TO BURKE CO. PLANNING BOARD

Clerk Draughn reported Mr. Robert Love occupies Planning Board Seat No. 4 in addition to serving on two (2) other county boards. Mr. Love was kind enough to serve until the Board had other applications to consider and his resignation letter is included in the packet. An application was received from Joyce Counihan who has prior planning board experience and one is

expected from Sara Chester. The term for Seat No. 4 ends September 30, 2021.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: FEB. 18, 2020 AT 6:00 PM

REPORTS

COUNTY MANAGER - 2019 SUMMARY OF ACCOMPLISHMENTS (PLACE HOLDER)

County Manager Steen said the 2019 summary of accomplishments will be ready for presentation at the regular meeting.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: FEB. 18, 2020 AT 6:00 PM

OTHER DISCUSSION ITEMS

Chairman Carswell reminded the Board of the following upcoming events and encouraged attendance:

- A budget retreat will take place on February 20-21.
- The sally port grand opening will be on March 12 at 10:30 a.m.
- Burke County is hosting the District 13 North Carolina Association of County Commissioners meeting at the Foothills Higher Education Center on March 31 at 5:30 p.m. (Note: This event was canceled due to the global Coronavirus pandemic.)

ADJOURN

Motion: To adjourn at 4:20 p.m.

RESULT: APPROVED [UNANIMOUS]
MOVER: Maynard M. Taylor, Commissioner
AYES: Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

Approved the 16th day of June 2020.

Johnnie W. Carswell, Chairman
Burke Co. Board of Commissioners

Attest:

Kay Honeycutt Draughn, CMC, NCMCC
Clerk to the Board

Minutes Acceptance: Minutes of Feb 4, 2020 3:00 PM (APPROVAL OF MEETING MINUTES)

Burke County, North Carolina
Agenda Abstract
Meeting Date: June 16, 2020



PRESENTATIONS

Subject Title: AS - Pet of the Month

Presented By: Kaitlin Settlemyre

Summary of Information: Animal Services staff will present a dog and cat in need of its “forever” home at the regular meeting.

Budgetary Effect: None.

County Manager's Recommendation: Approval is recommended.

Suggested Motion: None. Encourage citizens to adopt an animal from the Burke Co. Animal Services Center.

Burke County, North Carolina
Agenda Abstract
Meeting Date: June 16, 2020



SCHEDULED PUBLIC HEARINGS

Subject Title: BR - Blue Ridge HealthCare - Resolution Approving the Issuance of Not to Exceed \$125,000,000 of Tax-Exempt Bonds to be Issued by the Public Finance Authority to Finance and Refinance Certain Costs of Various Projects on Behalf of Blue Ridge Healthcare System, Inc. - Public Hearing - 6:00 P.M.

Presented By: Thom Eure

Summary of Information: Blue Ridge seeks the County Commissioners' support regarding refinancing of the hospital's existing debt. Given the current complex economic environment coupled with dramatically low interest rates, Blue Ridge proposes to refinance its existing debt (the 2010A and 2016A Bonds) and finance improvements to its hospital campuses both in Morganton and Valdese through the use of tax exempt bonds (the "Bonds") that will be issued by the Public Finance Authority (the "Authority") of the State of Wisconsin. Robinson Bradshaw and Hinson out of Charlotte is serving as bond counsel and outside counsel to Blue Ridge. The Authority and Blue Ridge are requesting the County to approve the issuance of the Bonds for purposes of Section 147(f) of the Internal Revenue Code and consistent with the applicable Wisconsin law. In order to accomplish that approval, the Authority and Blue Ridge requests the County to hold a public hearing at its regularly scheduled meeting in June 2020 to receive public comment on the proposed issuance of the Bonds and adopt a resolution approving the same. The financing of facilities by the issuance of bonds through the Authority has been done by several entities within the State of North Carolina. **The proposed Bonds to be issued will not constitute a debt of Burke County nor will Burke County have any obligation to repay the debt.** The Board of Commissioners' consideration of this item is **only** required due to Federal tax law, along with the requirements of the State of Wisconsin, as more specifically described below. Federal tax law requires that tax-exempt bonds issued to finance facilities for non-profit entities be approved by the elected legislative body of the governmental units that (a) control the issuer of the bonds and (b) have jurisdiction over the area in which the facility is located after holding a public hearing. The Wisconsin law governing the issuance of bonds by the Authority requires bonds issued to finance or refinance facilities be approved by the governing body or highest-ranking executive or administrator of the governmental unit that has jurisdiction over the area in which the facility is located. The facilities being financed and refinanced with the Bonds are all within the jurisdiction of Burke County and of course the Board of Commissioners is the governing body of the County.

Budgetary Effect: None.

County Manager's Recommendation: Approval is recommended.

Suggested Motion:

Hold a public hearing.

To adopt Resolution No. 2020-16 - Resolution Approving the Issuance of Not to Exceed \$125,000,000 of Tax-Exempt Bonds to be Issued by the Public Finance Authority to Finance and Refinance Certain Costs of Various Projects on Behalf of Blue Ridge Healthcare System, Inc.

EXTRACTS FROM MINUTES OF BOARD OF COMMISSIONERS

The Board of Commissioners for the County of Burke, North Carolina (the "County") held a regular meeting in the County Board Room located at the Burke County Services Building, Door E, 110 North Green Street, Morganton, North Carolina 28655, the regular place of meeting, at 6:00 p.m., on June 16, 2020. The following Commissioners were:

Present:

Absent:

* * * * *

Motion was made by Commissioner _____, seconded by Commissioner _____ and carried unanimously, to open the public hearing.

WHEREAS, the Chairman announced that the Board of Commissioners (the "Board") would proceed to hold a public hearing and would hear anyone who wished to be heard on the proposed issuance by the Public Finance Authority (the "Authority"), a joint powers commission and a unit of government and a body corporate and politic organized and existing under the laws of the State of Wisconsin, of its Health Care Facilities Revenue and Refunding Revenue Bonds (Blue Ridge HealthCare), Series 2020A (the "Bonds"), in an aggregate amount not to exceed \$125,000,000;

WHEREAS, the Authority has been requested to issue the Bonds and to lend the proceeds from the sale thereof to Blue Ridge HealthCare System, Inc. (the "Borrower"), a North Carolina nonprofit corporation;

WHEREAS, the Bonds will be qualified 501(c)(3) bonds as defined in Section 145 of the Internal Revenue Code, and the Borrower will use the proceeds of the Bonds to (1) finance additional healthcare facilities, including but not limited to (a) construction of a new bed tower to house an intensive care unit, emergency department, lab and other patient care services at Carolinas HealthCare System – Blue Ridge Morganton, located at 2201 South Sterling Street, Morganton, NC 28655 (the "Morganton Campus 2020 Project"), and (b) improvements and renovations at Carolinas HealthCare System – Blue Ridge Valdese, located at 720 Malcolm Boulevard, Valdese, NC 28690, including the renovation and relocation of the medical oncology unit, renovation and replacement of two existing radiation linear accelerators, renovation and relocation of the existing pain clinic center, wound center and rehabilitation services and the conversion of existing operating rooms to an ambulatory surgical center (the "Valdese Campus 2020 Project," and together with the Morganton Campus 2020 Project, the "2020 Project"), (2) refund all or a part of the outstanding North Carolina Medical Care Commission Health Care Facilities Refunding Revenue Bonds (Blue Ridge HealthCare), Series 2016A (the "2016A Bonds"), (3) refund all or a part of the outstanding North Carolina Medical Care Commission Health Care Facilities Refunding Revenue Bonds (Blue Ridge HealthCare), Series 2010A (the "2010A Bonds") and (4) pay, or reimburse the Borrower for paying, certain expenses incurred in connection with the issuance of the Bonds by the Authority;

WHEREAS, the proceeds of the 2016A Bonds and the 2010A Bonds were used to refund prior bonds issued by the North Carolina Medical Care Commission for the benefit of the Borrower or its affiliates that had been used to finance and refinance the costs of (a) acquiring, constructing, improving, renovating, rehabilitating, expanding and equipping (i) various health care facilities located at Carolinas HealthCare System – Blue Ridge Morganton, formerly known as Grace Hospital, including a wellness and rehabilitation center and a medical office building, (ii) various health care facilities located at Carolinas HealthCare System – Blue Ridge Valdese, formerly known as Valdese Hospital, (iii) a physician office building located in Drexel, North Carolina, and (iv) an expansion of the continuing care retirement facility known as Grace Ridge

and (b) acquiring the LifeWorks Psychological counseling practice, a psychological counseling practice then consisting of three offices in different locations, furniture, equipment, supplies and other assets of the practice (collectively, the "Prior Projects," and together with the 2020 Project, the "Project");

WHEREAS, pursuant to Section 66.0304(11)(a) of the Wisconsin Statutes, prior to their issuance, bonds issued by the Authority to finance a capital improvement project must be approved by the governing body or highest ranking executive or administrator of the political jurisdiction within whose boundaries such project is located, which with respect to the 2020 Project is the County of Burke, North Carolina;

WHEREAS, the Borrower has requested that the Board approve the financing and refinancing of the Project, and the issuance of the Bonds in an amount not to exceed \$125,000,000 in order to satisfy the public approval requirement of Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), and, with respect to the 2020 Project, the requirements of Section 4 of the Amended and Restated Joint Exercise of Powers Agreement Relating to the Public Finance Authority, dated as of September 28, 2010, and Section 66.0304(11)(a) of the Wisconsin Statutes;

WHEREAS, a notice of public hearing was published in *The News Herald* setting forth a general, functional description of the type and use of the facilities to be financed and refinanced, the maximum principal amount of the Bonds, the initial owner, operator or manager of the facilities and the location of the facilities, among other things;

WHEREAS, the names, address and testimony of the persons who were present and who offered comments on the proposed issuance of the Bonds or who responded in writing to the notice of public hearing are as follows:

[None.]

WHEREAS, the Chairman of the Board inquired elsewhere in and around the meeting room to determine whether there were any other persons who wished to speak at the public hearing and the Chairman of the Board determined that no other persons who wished to speak at the public hearing were found; and

WHEREAS, the purpose of the above-described public hearing and this resolution is to satisfy the public approval requirement of Section 147(f) of the Code in order to qualify the interest on the Bonds for exclusion from the gross income of the owners thereof for federal income tax purposes pursuant to the applicable provisions of the Code;

After the Board had heard all persons who had requested to be heard, Commissioner _____ moved that the public hearing be closed. The motion was adopted unanimously.

Commissioner _____ introduced the following resolution, a copy of which had been distributed to each Commissioner:

RESOLUTION APPROVING THE ISSUANCE OF NOT TO EXCEED \$125,000,000 OF TAX-EXEMPT BONDS TO BE ISSUED BY THE PUBLIC FINANCE AUTHORITY TO FINANCE AND REFINANCE CERTAIN COSTS OF VARIOUS PROJECTS ON BEHALF OF BLUE RIDGE HEALTHCARE SYSTEM, INC.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS FOR THE COUNTY OF BURKE, NORTH CAROLINA:

Section 1. For the sole purpose of qualifying the interest on the Bonds for exclusion from the gross income of the owners thereof for federal income tax purposes pursuant to the applicable provisions of the Code, the Board hereby approves the issuance of the Bonds by the Authority for the purpose of providing funds to finance and refinance the Project, *provided that* in no event shall the County of Burke, the State of North Carolina or any political subdivision

thereof be liable for such Bonds nor shall the Bonds constitute a debt of the County of Burke, the State of North Carolina or any political subdivision thereof. It is the purpose and intent of the Board that this resolution also constitute approval of the issuance of the Bonds by the applicable governing body of the County of Burke, which is the governmental unit having jurisdiction over the area in which the 2020 Project is located, in accordance with Section 66.0304(11)(a) of the Wisconsin Statutes and Section 4 of the Joint Exercise Agreement.

Section 2. This resolution shall take effect immediately upon its passage.

Commissioner _____ seconded the motion and the motion was adopted by the following vote:

AYES:

NAYS:

* * * * *

STATE OF NORTH CAROLINA)
COUNTY OF BURKE)

I, Kay Honeycutt Draughn, Clerk to the Board of Commissioners of the County of Burke, **DO HEREBY CERTIFY** as follows:

1. A meeting of the Board of Commissioners of the County of Burke, located in the State of North Carolina, was duly held June 16, 2020, such meeting having been noticed, held and conducted in accordance with all requirements of law (including open meetings requirements), and minutes of that meeting have been or will be duly recorded in the Minute Book kept by me in accordance with law for the purpose of recording the minutes of the Board.

2. The attached extract accurately reflects the actions taken by the Board of Commissioners with respect to the matters therein.

3. The attached extract correctly states the time when the meeting was convened and the place where the meeting was held and the members of the Board who attended the meeting.

IN WITNESS WHEREOF, I have hereunto set my hand and have hereunto affixed the seal of the County as of June 16, 2020.

(SEAL)

Clerk to the Board of Commissioners

NOTICE OF PUBLIC HEARING BY THE BOARD OF COMMISSIONERS FOR THE COUNTY OF BURKE, NORTH CAROLINA REGARDING TAX-EXEMPT BONDS TO BE ISSUED BY THE PUBLIC FINANCE AUTHORITY FOR THE BENEFIT OF BLUE RIDGE HEALTHCARE SYSTEM, INC.

NOTICE IS HEREBY GIVEN to all interested persons that the Board of Commissioners for the County of Burke, North Carolina (the "County") will hold a public hearing in the County Board Room located at the Burke County Services Building, Door E, 110 North Green Street, Morganton, NC 28655, the regular place of meeting, at 6:00 p.m., on June 16, 2020, as required by Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), at which time any person may be heard regarding the healthcare facilities proposed to be financed and refinanced by the Authority (as defined below) with proceeds from the issuance of its Health Care Facilities Revenue and Refunding Revenue Bonds (Blue Ridge HealthCare), Series 2020A (the "Bonds"). The maximum stated principal amount of Bonds to be issued is \$125,000,000.

The Bonds are expected to be issued pursuant to Section 66.0304 of the Wisconsin Statutes, as amended, by the Public Finance Authority (the "Authority"), a commission organized under and pursuant to the provisions of Sections 66.0301, 66.0303 and 66.0304 of the Wisconsin Statutes, as amended, and will be loaned to Blue Ridge HealthCare System, Inc., a North Carolina nonprofit corporation (the "Borrower").

The Bonds will be qualified 501(c)(3) bonds as defined in Section 145 of the Internal Revenue Code and the Borrower will use the proceeds of the Bonds to (1) finance additional healthcare facilities, including but not limited to (a) construction of a new bed tower to house an intensive care unit, emergency department, lab and other patient care services at Carolinas HealthCare System - Blue Ridge Morganton (the "Morganton Campus 2020 Project") and (b) improvements and renovations at Carolinas HealthCare System - Blue Ridge Valdese, including the renovation and relocation of the medical oncology unit, renovation and replacement of two existing radiation linear accelerators, renovation and relocation of the existing pain clinic center, wound center and rehabilitation services and the conversion of existing operating rooms to an ambulatory surgical center (the "Valdese Campus 2020 Project," and together with the Morganton Campus 2020 Project, the "2020 Project"), (2) refund all or a part of the outstanding North Carolina Medical Care Commission Health Care Facilities Refunding Revenue Bonds (Blue Ridge HealthCare), Series 2016A (the "2016A Bonds"), (3) refund all or a part of the outstanding North Carolina Medical Care Commission Health Care Facilities Refunding Revenue Bonds (Blue Ridge HealthCare), Series 2010A (the "2010A Bonds") and (4) pay, or reimburse the Borrower for paying, certain expenses incurred in connection with the issuance of the Bonds by the Authority. The maximum stated principal amount of Bonds to be issued to finance the 2020 Project is \$60,000,000. The maximum stated principal amount of Bonds to be issued to refund the 2010A Bonds is \$36,000,000. The maximum stated principal amount of Bonds to be issued to refund the 2016A Bonds is \$29,000,000.

The proceeds of the 2016A Bonds were used to refund the North Carolina Medical Care Commission Health Care Facilities Revenue Bonds (Blue Ridge HealthCare System Project), Series 2005A (the "2005A Bonds"). The proceeds of the 2005A Bonds were used to (1) finance a portion of the costs of acquiring, constructing, improving, renovating, rehabilitating, expanding and equipping various health care facilities located at Carolinas HealthCare System - Blue Ridge Morganton, then known as Grace Hospital (the "Grace 2005 Project"), (2) finance a portion of the costs of acquiring, constructing, improving, renovating, rehabilitating, expanding and equipping various health care facilities located at Carolinas HealthCare System - Blue Ridge Valdese, then known as Valdese Hospital (the "Valdese 2005 Project," and together with the Grace 2005 Project, the "2005 Project"), and (3) pay certain fees and expenses incurred in connection with the issuance of the 2005A Bonds.

The proceeds of the 2010A Bonds were used to (1) refund the North Carolina Medical Care Commission Hospital Revenue Bonds (Grace Hospital, Inc.), Series 1996 (the "1996 Grace Bonds"), (2) refund the North Carolina Medical Care Commission Variable Rate Health Care Facilities Revenue Bonds (Blue Ridge HealthCare System Project), Series 2005B (the "2005B Bonds"), and (3) pay certain expenses incurred in connection with the issuance of the 2010A Bonds.

The 1996 Grace Bonds were used to (1) refund the North Carolina Medical Care Commission Hospital Revenue Refunding Bonds (Grace Hospital Project) Series 1987A (the "1987A Bonds"), (2) refund the North Carolina Medical Care Commission Hospital Revenue Bonds (Grace Hospital Project) Series 1987B (the "1987B Bonds"), (3) finance costs of acquiring, constructing, improving, renovating, rehabilitating, expanding and equipping various health care facilities located at Carolinas HealthCare System - Blue Ridge Morganton, then known as Grace Hospital, including a wellness and rehabilitation center and a medical office building (collectively, the "Grace 1996 Project"), and (4) pay certain expenses incurred in connection with the issuance of the 1996 Grace Bonds.

The 1987A Bonds were issued to refund the North Carolina Medical Commission Hospital Revenue Refunding Bonds (Grace Hospital Project) Series 1983A (the "1983A Bonds"). The 1983A Bonds were issued to advance refund the North Carolina Medical Care Commission Hospital Revenue Bonds (Grace Hospital Project) Series A (the "Series A Bonds"). The Series A Bonds were issued to finance costs of acquiring, constructing, improving, renovating, rehabilitating, expanding and equipping various health care facilities located at Carolinas HealthCare System - Blue Ridge Morganton, then known as Grace Hospital (the "Grace Series A Project").

7.1.a

The 1987B Bonds were issued to refund the North Carolina Medical Care Commission Hospital Revenue Bonds (Grace Hospital Project) Series 1983B (the "1983B Bonds"). The 1983B Bonds were issued to finance costs of acquiring, constructing, improving, renovating, rehabilitating, expanding and equipping various health care facilities located at Carolinas HealthCare System - Blue Ridge Morganton, then known as Grace Hospital (the "Grace 1983 Project").

The 2005B Bonds were used to (1) refund the North Carolina Medical Care Commission Variable Rate Demand Hospital Refunding Revenue Bonds (Valdese General Hospital, Inc.), Series 1998 (the "1998 Valdese Bonds"), (2) refund the North Carolina Medical Care Commission Health Care Facilities Revenue Bonds (Grace Hospital, Inc.), Series 2000 (the "2000 Grace Bonds"), (3) finance a portion of the costs of the 2005 Project and (4) pay certain fees and expenses incurred in connection with the issuance of the 2005B Bonds.

The 1998 Valdese Bonds were used to (1) refund the North Carolina Medical Care Commission Hospital Revenue Bonds (Valdese General Hospital Project), Series 1991 (the "1991 Valdese Bonds") and (2) pay certain fees and expenses incurred in connection with the issuance of the 1998 Valdese Bonds. The 1991 Valdese Bonds were used to (1) finance and refinance costs of acquiring, constructing, improving, renovating, rehabilitating, expanding and equipping various health care facilities located at Carolinas HealthCare System - Blue Ridge Valdese, then known as Valdese Hospital (the "Valdese 1991 Project"), (2) fund a debt service reserve fund for the 1991 Valdese Bonds, and (3) pay certain expenses incurred in connection with the issuance of the 1991 Valdese Bonds.

The 2000 Grace Bonds were used to (1) finance costs of acquiring, constructing, improving, renovating, rehabilitating, expanding and equipping (a) various health care facilities located at Carolinas HealthCare System - Blue Ridge Morganton, then known as Grace Hospital, and (b) a physician office building (the "Grace 2000 Project," and collectively with the Morganton Campus 2020 Project, the Grace 2005 Project, the Grace 1996 Project, the Grace 1983 Project and the Grace Series A Project, the "Morganton Projects"), (2) finance costs of acquiring, constructing, improving, renovating, rehabilitating, expanding and equipping the facilities of the continuing care retirement facility known as Grace Ridge (the "Grace Ridge Project"), (3) finance the acquisition of the LifeWorks Psychological counseling practice, a then existing psychological counseling practice then consisting of three offices in different locations totaling approximately 1,850 square feet, furniture, equipment, supplies and other assets of the practice (the "LifeWorks Practice Assets"), and (4) pay certain expenses incurred in connection with the issuance of the 2000 Grace Bonds.

The 2020 Project, the 2005 Project, the Grace 2000 Project, the Grace 1996 Project, the Grace 1983 Project, the Grace Series A Project, the LifeWorks Practice Assets and the Valdese 1991 Project are owned by Blue Ridge HealthCare Hospitals, Inc., an affiliate of the Borrower. The Grace Ridge Project is owned by Grace LifeCare, Inc. d/b/a Grace Ridge Retirement Community, an affiliate of the Borrower. The Morganton Projects are located at 2201 S. Sterling Street, Morganton, North Carolina 28655, except for the physician office building described in clause (1)(b) of the immediately preceding paragraph, which is located at 304 South Main Street, Drexel, North Carolina 28619. The Grace Ridge Project is located at 500 Lenoir Road, Morganton, North Carolina 28655. The LifeWorks Practice Assets are located at (i) 401 South Green Street, Morganton, North Carolina, (ii) 2134 14th Ave Cir NW, Hickory, North Carolina 28601 and (iii) 212 Mulberry Street, Lenoir, North Carolina 28645. The Valdese Campus 2020 Project, the Valdese 2005 Project and the Valdese 1991 Project are located at 720 Malcolm Boulevard, Valdese, Burke County, North Carolina.

The Bonds will be special limited obligations of the Authority payable solely from the loan repayments to be made by the Borrower to the Authority, and certain funds and accounts established by the bond indenture for the Bonds. The principal of, premium, if any, and interest on the Bonds will not constitute an indebtedness or liability of the County of Burke, the State of North Carolina, or any political subdivision of the State of North Carolina, or a charge against their general credit or any taxing powers.

Any person wishing to comment in writing on the issuance of the Bonds should do so prior to such meeting to the Board of Commissioners for the County of Burke, North Carolina, 110 North Green Street, Morganton, NC 28655, Attention: Clerk to the Board of Commissioners.

BOARD OF COMMISSIONERS FOR THE COUNTY OF BURKE, NORTH CAROLINA

By: Clerk to the Board of Commissioners

Publish: Monday, June 8, 2020,

Packet Pg. 72

Attachment: Blue Ridge HealthCare Newspaper Ad (3079 : BR - Blue Ridge HealthCare Refinancing of Debt)

Morganton News Herald
Advertising Affidavit

Account Number

4046057

PO Box 968
Hickory, NC 28603

Date

June 08, 2020

ROBINSON BRADSHAW
101 N. TRYON ST., SUITE 1900
CHARLOTTE, NC 28246

Date	Category	Description	Ad Number	Ad Size
06/08/2020	Legal Notices	NOTICE OF PUBLIC HEARING BY THE BOARD OF COMMIS	0000653965	2 x 182 L

Publisher of
Morganton News Herald
Burke County

Before the undersigned, a Notary Public of Iredell County, North Carolina, duly commissioned, qualified, and authorized by law to administer oaths, in said County and State; that he/she is authorized to make this affidavit and sworn statement; that the notice or other legal advertisement, a copy of which is attached hereto, was published in the Morganton News Herald on the following dates:

06/08/2020

and that the said newspaper in which such notice, or legal advertisement was published, was a newspaper meeting all the requirements and qualifications of Section 1-597 of the General Statutes of North Carolina.

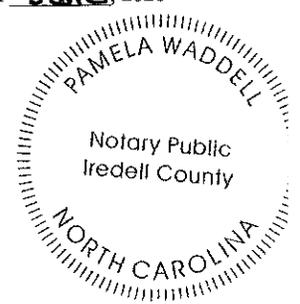
[Handwritten Signature]
Assistant Bookkeeper

Newspaper reference: 0000653965

Sworn to and subscribed before me, this 9 day of June, 2020

[Handwritten Signature]
Notary Public

My Commission expires: May 27, 2022



THIS IS NOT A BILL. PLEASE PAY FROM INVOICE. THANK YOU

Please See Attachment

NOTICE OF PUBLIC HEARING BY THE BOARD OF COMMISSIONERS FOR THE COUNTY OF BURKE, NORTH CAROLINA REGARDING TAX-EXEMPT BONDS TO BE ISSUED BY THE PUBLIC FINANCE AUTHORITY FOR THE BENEFIT OF BLUE RIDGE HEALTHCARE SYSTEM, INC.

NOTICE IS HEREBY GIVEN to all interested persons that the Board of Commissioners for the County of Burke, North Carolina (the "County") will hold a public hearing in the County Board Room located at the Burke County Services Building, Door E, 110 North Green Street, Morganton, NC 28655, the regular place of meeting, at 6:00 p.m., on June 16, 2020, as required by Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), at which time any person may be heard regarding the healthcare facilities proposed to be financed and refinanced by the Authority (as defined below) with proceeds from the issuance of its Health Care Facilities Revenue and Refunding Revenue Bonds (Blue Ridge HealthCare), Series 2020A (the "Bonds"). The maximum stated principal amount of Bonds to be issued is \$125,000,000.

The Bonds are expected to be issued pursuant to Section 66.0304 of the Wisconsin Statutes, as amended, by the Public Finance Authority (the "Authority"), a commission organized under and pursuant to the provisions of Sections 66.0301, 66.0303 and 66.0304 of the Wisconsin Statutes, as amended, and will be loaned to Blue Ridge HealthCare System, Inc., a North Carolina nonprofit corporation (the "Borrower").

The Bonds will be qualified 501(c)(3) bonds as defined in Section 145 of the Internal Revenue Code and the Borrower will use the proceeds of the Bonds to (1) finance additional healthcare facilities, including but not limited to (a) construction of a new bed tower to house an intensive care unit, emergency department, lab and other patient care services at Carolinas HealthCare System - Blue Ridge Morganton (the "Morganton Campus 2020 Project") and (b) improvements and renovations at Carolinas HealthCare System - Blue Ridge Valdese, including the renovation and relocation of the medical oncology unit, renovation and replacement of two existing radiation linear accelerators, renovation and relocation of the existing pain clinic center, wound center and rehabilitation services and the conversion of existing operating rooms to an ambulatory surgical center (the "Valdese Campus 2020 Project," and together with the Morganton Campus 2020 Project, the "2020 Project"), (2) refund all or a part of the outstanding North Carolina Medical Care Commission Health Care Facilities Refunding Revenue Bonds (Blue Ridge HealthCare), Series 2016A (the "2016A Bonds"), (3) refund all or a part of the outstanding North Carolina Medical Care Commission Health Care Facilities Refunding Revenue Bonds (Blue Ridge HealthCare), Series 2010A (the "2010A Bonds") and (4) pay, or reimburse the Borrower for paying, certain expenses incurred in connection with the issuance of the Bonds by the Authority. The maximum stated principal amount of Bonds to be issued to finance the 2020 Project is \$60,000,000. The maximum stated principal amount of Bonds to be issued to refund the 2010A Bonds is \$36,000,000. The maximum stated principal amount of Bonds to be issued to refund the 2016A Bonds is \$29,000,000.

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Bonds (Blue Ridge HealthCare System Project), Series 2005B (the "2005B Bonds"), and (3) pay certain expenses incurred in connection with the issuance of the 2010A Bonds.

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The Bonds will be special limited obligations of the Authority payable solely from the loan repayments to be made by the Borrower to the Authority, and certain funds and accounts established by the bond indenture for the Bonds. The principal of, premium, if any, and interest on the Bonds will not constitute an indebtedness or liability of the County of Burke, the State of North Carolina, or any political subdivision of the State of North Carolina, or a charge against their general credit or any taxing powers.

Any person wishing to comment in writing on the issuance of the Bonds should do so prior to such meeting to the Board of Commissioners for the County of Burke, North Carolina, 110 North Green Street, Morganton, NC 28655, Attention: Clerk to the Board of Commissioners.

BOARD OF COMMISSIONERS FOR THE COUNTY OF BURKE,
NORTH CAROLINA

By: Clerk to the Board of Commissioners

Publish: Monday, June 8, 2020,

Burke County, North Carolina
Agenda Abstract
Meeting Date: June 16, 2020



SCHEDULED PUBLIC HEARINGS

Subject Title: County Manager - Adoption of FY 20-21 Budget and Public Hearing - 6:00 P.M.

Presented By: Bryan Steen

Summary of Information: The County Manager presented the recommended budget for FY 2020-2021 to the Board of Commissioners on Tuesday, May 19, 2020 with a continued tax rate of 69.5 cents per \$100 valuation. A copy of the recommended budget was filed in the office of the Clerk to the Board that day and was available for public inspection on the County's website at: www.burkenc.org <<http://www.burkenc.org>>. Virtual budget meetings were held at 2 p.m. on May 22, May 28 and June 4th via Zoom. A public hearing on the recommended budget is required and citizens are encouraged to attend and present written or oral comments.

Note: Notification of pass-through funding of \$100,000 for JCPC (Barium Springs) was received in time to be included in the FY 20-21 budget, revenues and expenses.

Budgetary Effect: N/A

County Manager's Recommendation: Approval is recommended.

Suggested Motion:

1. Hold a public hearing to receive comments from citizens.
2. To adopt the FY 20-21 Budget Ordinance (No. 2020-02) as presented.
3. To approve a Memorandum of Agreement between Burke County and the Burke County Board of Education for FY 20-21.
4. To authorize the County Manager to execute contracts with all nonprofit agencies that received funding in the FY 20-21 budget in accordance with NCGS 153A-449 and NCGS 159-40.

BUDGET ORDINANCE FISCAL YEAR 2020-2021

SECTION I. BUDGET ADOPTION

There is hereby adopted the following Budget Ordinance for the County of Burke for the fiscal year beginning July 1, 2020 and ending June 30, 2021:

GENERAL FUND

A. Revenues Anticipated:

<u>SOURCE</u>	<u>AMOUNT</u>
Ad Valorem Taxes	\$49,310,000
Local Option Sales Taxes	\$7,141,010
Other Taxes	\$1,373,000
Permits and Fees	\$1,488,035
Intergovernmental Revenues	\$17,518,115
Sales and Services	\$4,203,300
Miscellaneous Revenues	\$819,075
Transfer from Other Funds	\$6,456,595
Fund Balance Appropriation	\$1,787,395
Fund Balance Appropriation Health Dept	\$23,225
Fund Balance Appropriation ROD AE	\$6,340
Total Revenues - General Fund	<u>\$90,126,090</u>

B. Expenditures Authorized:

General Government

County Manager	\$325,350
Courts	\$19,050
Debt Service	\$8,079,465
Elections	\$425,015
Finance	\$588,145
Garage	\$83,750
General Services	\$685,325
General Services - Buildings Summary	\$1,330,680
Governing Board	\$185,615
Human Resources	\$549,600
Information Technology	\$1,716,540
Land Records Management	\$239,325
Legal Services	\$169,920
Non Departmental	\$2,109,460
Register of Deeds	\$440,020
Tax Assessors and Collections	\$1,413,335
Tax Revaluation	\$226,835
Subtotal	<u>\$18,587,430</u>

Public Safety

Animal Services	\$445,815
Building Inspections	\$279,215
Communications	\$2,477,940
Community Development/Planning	\$575,590
Emergency Medical Services	\$6,124,275
Fire Marshal/Emergency Services	\$323,735
Other Public Safety	\$734,620
Sheriff	\$8,213,965
Sheriff - Jail	\$4,658,245
Sheriff - Animal Control	\$94,235
Subtotal	<u>\$23,927,635</u>

Attachment: 2020-21 BUDGET ORDINANCE AND FEES V2 (3075 : Adoption of FY 20-21 Budget and Public Hearing - 6:00 P.M.)

BUDGET ORDINANCE FISCAL YEAR 2020-2021

Environmental Protection	Cooperative Extension Service	\$392,725	
	Soil and Water Conservation	\$153,725	
	Subtotal	\$546,450	
Transportation	Transportation	\$70,850	
	Subtotal	\$70,850	
Economic/Physical Development	Aids and Donations	\$272,565	
	Economic Development	\$1,452,830	
	Subtotal	\$1,725,395	
Human Services	Department of Social Services	\$17,394,155	
	Health Department	\$3,584,630	
	Mental Health	\$265,000	
	Senior Services	\$530,890	
	Veterans Services	\$43,550	
	Subtotal	\$21,818,225	
Education	Burke County Board of Education	\$16,049,205	
	Western Piedmont Community College	\$2,627,610	
	Subtotal	\$18,676,815	
Cultural and Recreational	Library	\$1,674,170	
	Recreation	\$685,620	
	Subtotal	\$2,359,790	
Transfers to Other Funds	Transfer to Sales Tax Fund 150	\$250,000	
	Transfer to Sales Tax Fund 151	\$2,150,000	
	Transfer to Capital Projects Fund 215	\$13,500	
	Subtotal	\$2,413,500	
Total Expenditures - General Fund		\$90,126,090	

ARTICLE 42-HALF CENT SALES TAX FUND

A. Revenues Anticipated:	<u>SOURCE</u>	<u>AMOUNT</u>
	Article 42 Sales Tax	\$2,800,000
	ABC Profit Distributions	\$90,000
	Interest Income	\$40,000
	Transfer from General Fund	\$250,000
	Total Revenues - Article 42 Sales Tax Fund	\$3,180,000
B. Expenditures Authorized:	School Equipment/Capital Requests	\$3,180,000
	Total Expenditures - Article 42 Sales Tax Fund	\$3,180,000

Attachment: 2020-21 BUDGET ORDINANCE AND FEES V2 (3075 : Adoption of FY 20-21 Budget and Public Hearing - 6:00 P.M.)

BUDGET ORDINANCE FISCAL YEAR 2020-2021

ARTICLE 39-ONE CENT SALES TAX FUND

A. Revenues Anticipated:	<u>SOURCE</u>	<u>AMOUNT</u>
	Article 39 Sales Tax	\$5,200,000
	Lottery Funds	\$860,000
	Medicaid Hold Harmless	\$2,150,000
	Total Revenues - Article 39 Sales Tax Fund	<u><u>\$8,210,000</u></u>
B. Expenditures Authorized:	School Equipment/Capital Requests	\$1,938,150
	Transfer to General Fund - Debt Service	\$5,126,850
	Transfer to General Fund - Maint/Repairs	\$1,145,000
	Total Expenditures - Article 39 Sales Tax Fund	<u><u>\$8,210,000</u></u>

EMERGENCY TELEPHONE SURCHARGE FUND

A. Revenues Anticipated:	<u>SOURCE</u>	<u>AMOUNT</u>
	Emergency Telephone Surcharge	\$668,565
	Interest Income	\$10,000
	Fund Balance Appropriation	\$20,935
	Total Revenues - Emergency Telephone Surcharge Fund	<u><u>\$699,500</u></u>
B. Expenditures Authorized:	Implemental Functions	\$55,000
	Software	\$205,000
	Employee Training	\$57,000
	Telephone and Furniture	\$148,000
	Hardware	\$234,500
	Total Expenditures - Emergency Telephone Surcharge Fund	<u><u>\$699,500</u></u>

CAPITAL PROJECTS FUND

A. Revenues Anticipated:	<u>SOURCE</u>	<u>AMOUNT</u>
	Transfer from General Fund	\$13,500
	Total Revenues - Capital Projects Fund	<u><u>\$13,500</u></u>
B. Expenditures Authorized:	Fonta Flora Trail	\$13,500
	Total Expenditures - Capital Projects Fund	<u><u>\$13,500</u></u>

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BUDGET ORDINANCE FISCAL YEAR 2020-2021

FIRE TAX DISTRICTS FUND

A. Revenues Anticipated:

<u>SOURCE</u>	<u>AMOUNT</u>
Brendletown	\$300,000
Carbon City	\$11,495
Chesterfield	\$152,000
Drowning Creek	\$77,330
Enola	\$112,350
George Hildebran	\$270,000
Glen Alpine	\$138,500
Icard	\$640,500
Jonas Ridge	\$171,720
Lake James	\$240,000
Longtown	\$144,050
Lovelady	\$500,000
Oak Hill	\$415,000
Salem	\$330,000
Smokey Creek	\$32,100
South Mountain	\$100,700
Triple Community	\$358,000
West End	\$390,000
Total Revenues - Fire Districts Fund	<u><u>\$4,383,745</u></u>

B. Expenditures Authorized:

Brendletown	\$300,000
Carbon City	\$11,495
Chesterfield	\$152,000
Drowning Creek	\$77,330
Enola	\$112,350
George Hildebran	\$270,000
Glen Alpine	\$138,500
Icard	\$640,500
Jonas Ridge	\$171,720
Lake James	\$240,000
Longtown	\$144,050
Lovelady	\$500,000
Oak Hill	\$415,000
Salem	\$330,000
Smokey Creek	\$32,100
South Mountain	\$100,700
Triple Community	\$358,000
West End	\$390,000
Total Expenditures - Fire Districts Fund	<u><u>\$4,383,745</u></u>

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BUDGET ORDINANCE FISCAL YEAR 2020-2021

WATER / SEWER FUND

A. Revenues Anticipated:	<u>SOURCE</u>	<u>AMOUNT</u>
	Sales and Services	\$1,765,750
	Miscellaneous Revenues	\$111,150
	Total Revenues - Water/Sewer Fund	<u><u>\$1,876,900</u></u>
B. Expenditures Authorized:	Operations	\$1,876,900
	Total Expenditures - Water/Sewer Fund	<u><u>\$1,876,900</u></u>

SOLID WASTE FUNDS

A. Revenues Anticipated:	<u>SOURCE</u>	<u>AMOUNT</u>
	Intergovernmental Revenues	\$175,000
	Charges for Services	\$5,022,720
	Miscellaneous Revenues	\$50,100
	Fund Balance Appropriated	\$215,175
	Total Revenues - Solid Waste Fund	<u><u>\$5,462,995</u></u>
B. Expenditures Authorized:	Disposal Operations	\$4,461,540
	Collection Operations	\$1,001,455
	Total Expenditures - Solid Waste Fund	<u><u>\$5,462,995</u></u>

SECTION II. TAX RATES LEVIED

An ad valorem tax rate of \$0.695 per \$100 at full valuation is hereby established as the official tax rate for Burke County for the fiscal year 2020-2021. This rate shall be levied on the estimated taxable value at \$7,229,141,354. Revenues are projected at a collection rate not to exceed the latest audited percentage.

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BUDGET ORDINANCE FISCAL YEAR 2020-2021

Ad valorem tax rates as listed below per \$100 at full valuation are hereby established as the official tax rates for Burke County Fire Protection Districts for the fiscal year 2020-2021. These rates shall be levied on the estimated taxable property situated in each district. Revenues are projected at a collection rate not to exceed the latest audited percentage for each district.

Fire District	Property Values	Tax Rate Per \$100 of Value
Brendletown	\$300,527,983	\$ 0.105
Carbon City	\$13,124,570	\$ 0.080
Chesterfield	\$171,558,197	\$ 0.090
Drowning Creek	\$63,243,911	\$ 0.120
Enola	\$103,870,446	\$ 0.105
George Hildebran	\$251,520,463	\$ 0.110
Glen Alpine	\$145,513,167	\$ 0.100
Icard	\$637,952,357	\$ 0.100
Jonas Ridge	\$128,737,479	\$ 0.135
Lake James	\$270,477,840	\$ 0.080
Longtown	\$119,321,996	\$ 0.120
Lovelady	\$483,914,513	\$ 0.105
Oak Hill	\$459,983,138	\$ 0.090
Salem	\$471,542,580	\$ 0.070
Smokey Creek	\$26,327,433	\$ 0.118
South Mountain	\$72,140,226	\$ 0.136
Triple Community	\$461,209,630	\$ 0.078
West End	\$358,383,028	\$ 0.110

SECTION III. FEES

All fees are continued as previously imposed and adopted as shown on Attachment A - Schedule of Fees. Any fee not specifically listed on Attachment A shall be at the last adopted amount.

SECTION IV. COMPENSATION AND BENEFITS

Employees shall receive a one-half percent (1/2%) merit increase in pay on each two year anniversary they have been in the same position. The actual percentage increase will be determined based on the number of years the employee is in their position and effective on each employee’s anniversary date. Employees must have received a positive performance review on the County’s established evaluation form with no formal disciplinary action during the performance period to be eligible for the increase.

If at any time during the year, the Burke County Manager finds any person to be delinquent in any financial obligation to Burke County and who is also employed by a County Department, the County Manager shall have the authority to suspend that employee from the Burke County merit pay plan for a period of two consecutive years from the date of discovery.

The County may pay a holiday bonus of \$100 to all permanent full-time employees and a prorated amount to all regularly scheduled permanent part-time employees. Depending on the economy, the bonus may be paid in December in a separate payroll. Individuals must be continuously employed by the County in a full time or regularly scheduled permanent part time status from July 1, 2020 through Friday of the week prior to the payment date in order to receive the bonus.

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BUDGET ORDINANCE FISCAL YEAR 2020-2021

SECTION V. PAY PLAN ADJUSTMENTS

The following changes are made to the County's Pay and Classification Plan:

<u>Class Description</u>	<u>Existing Grade</u>	<u>New Grade</u>
911 GIS/MSAG Specialist	24	22
Convenience Site Attendant	9	10
Deputy Sheriff/Major	L12	L13
GIS Manager to Asst IT Director	25	28
GIS Technician	19	22
Grounds Maint Supervisor	17	20
Grounds Maint Worker	14	15
IT Technician	20	22
Landfill/Transfer Oper Supervisor	21	24
Parks & Rec Maint Supervisor	17	20
Senior IT Technician	22	24
Solid Waste Collections Supervisor	21	24
Water/Sewer Maint Tech	14	15
Water/Sewer Supervisor	21	24

The following positions are hereby established:

Child Protective Services Program Manager I	Grade 28
Assistant IT Director	Grade 28

SECTION VI. CHANGES TO BUDGETED POSITIONS

The following positions are added as funded in the budget:

- 1 Animal Services Enforcement Supervisor
- 2 Animal Services Enforcement Officers
- 1 Child Protective Services Program Manager I
- 12 Detention Officers
- 2 Facilities Maintenance Technician III
- 1 Public Health Nurse II
- 1 Senior Accounting Technician
- 1 Water/Sewer Supervisor

The following positions are eliminated effective no later than October 31, 2020:

- 1 Deputy Sheriff Lieutenant (Animal Control)
- 1 Deputy Sheriff Sergeant (Animal Control)
- 2 Deputy Sheriff (Animal Control)

The following positions are reclassified:

- Accounting Specialist to Senior Accounting Specialist
- GIS Director to Assistant Information Technology Director
- Elections Specialist I from 32 hours to 40 hours per week

Attachment: 2020-21 BUDGET ORDINANCE AND FEES V2 (3075 : Adoption of FY 20-21 Budget and Public Hearing - 6:00 P.M.)

**BUDGET ORDINANCE
FISCAL YEAR 2020-2021**

SECTION VII. BOARD OF EDUCATION

General Statutes of the State of North Carolina provide for budgetary control measures to exist between the County and the public-school system. The Board of Commissioners hereby adopts the following measures for budget administration and review:

1. In accordance with North Carolina General Statute 115C-429(b) the Board of County Commissioners allocates current expense and capital outlay appropriations in lump sum for use by the Board of Education in accordance with the School Budget and Fiscal Control Act, except for an appropriation by function for school nurses.

Furthermore, pursuant to North Carolina General Statute 115C-433(b), the Board of Education must obtain the approval of the Board of County Commissioners for an amendment to the budget that increases or decreases the amount of the County appropriation allocated to a function by twenty-five percent (25%) or more from the amount contained in this budget ordinance adopted by the Burke County Board of Commissioners.

2. Further, budget requests are to be accompanied by the school system’s State and Federal budgets as required by General Statute 115C-429(c) which states, the school board shall submit its entire budget to the County Commissioners, not just the part for which county support is requested.
3. The Board of Education shall make quarterly financial reports to the Board of Commissioners as to the disbursement and use of local monies granted to the Board of Education by the Board of Commissioners.

SECTION VIII. MANAGERIAL AUTHORITY

The County Manager shall have management authority for the budget in accordance with the February 21, 1995 action of the County Commissioners as follows:

Approve budget amendments to receive and expend State, Federal and other non-tax revenues so long as the action does not commit additional property tax dollars, create additional positions, or initiate a new county function.

Approve budget adjustments for actual pass through of fire tax revenues received for respective fire departments.

Permit transfer of funds within and between departments so long as the action does not commit additional local tax dollars, create additional positions, or initiate a new county function.

Additionally, the County Manager is authorized as follows:

To impose a hiring freeze, a freeze on capital expenditures, a freeze on travel, and operating reductions up to ten percent (10%) as deemed necessary by Burke County management. The Burke County Board of Commissioners will serve as the Appellate Board for decisions made by the County Manager. All appeals will follow the usual and customary agenda process.

To require the pre-approval of all out of county travel to attend training classes, workshops, and/or conferences by the Department Head and County Manager prior to the training using the Travel Authorization form. Travel costs incurred without proper authorization may not be paid or be eligible for reimbursement.

To negotiate and approve change order increases up to \$25,000 and all change order reducing the total contract so long as such change orders do not significantly alter the scope or definition of the project or exceed budgeted funds.

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**BUDGET ORDINANCE
FISCAL YEAR 2020-2021**

To approve grants without a local match.

To accept both monetary and property donations up to \$25,000 and authorize the appropriate accounting entries.

To approve and execute contracts for budgeted expenditures up to \$90,000 where such contracts are not required to be bid or which G.S. 143-131 allows contracts to be executed on informal bids. The exception to this shall be procurement decisions in which Board action is mandated by a State or Federal requirement.

To execute contracts with outside agencies to properly document budgeted appropriations to such agencies where G.S. 153 A-248 (b), 259, 449 and any similar statutes require such contracts.

To increase the starting salary for candidates for vacant positions up to the mid point of the salary range, as needed.

To review departmental appropriations quarterly and may transfer any anticipated excess funds to a budget account in order to preserve Fund Balance.

To exempt county projects from procurement requirements of Article 3D - Procurement of Architectural, Engineering, and Surveying Services, as permitted by G.S. 143-64.32. This authority may be delegated to the Deputy County Manager/Finance Director.

SECTION IX. UTILIZATION OF BUDGET AND BUDGET ORDINANCE

This Ordinance shall be the basis of the financial plan for Burke County government during the 2020-2021 fiscal year. The County Manager shall administer the budget and he shall ensure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the budget. The Deputy County Manager/Finance Director shall establish and maintain records consistent with this ordinance and the appropriate statutes of the State of North Carolina.

A copy of this ordinance shall be furnished to the Clerk to the Board of Commissioners, the County Manager, and the Deputy County Manager/Finance Director to be kept on file by them for direction in the disbursement of funds.

Adopted this 16th day of June 2020.

Johnnie W. Carswell, Chairman
Burke County Board of Commissioners

ATTEST:

Kay Honeycutt Draughn, CMC, NCMCC
Clerk to the Board

Attachment: 2020-21 BUDGET ORDINANCE AND FEES V2 (3075 : Adoption of FY 20-21 Budget and Public Hearing - 6:00 P.M.)

Attachment A - Schedule of Fees

Animal Control and Animal Services

General Board Fee	\$10.00/per day
Isolation Cell Board Fee	\$15.00/per day
Rabies Vaccination	\$10.00/per shot
Capture Fee	\$10.00
Animal Bite Pick-Up Fee	\$20.00
Owner Surrender Reclaim Fee - single pet	\$10.00
Owner Surrender Reclaim Fee - multiple pets	\$25.00
Chemical Capture Fee	\$75.00
Canine Adoption Fee	\$125.00
Feline Adoption Fee	\$90.00
Animal Control Civil Citation 1st offense	\$50.00
Animal Control Civil Citation 2nd offense	\$100.00
Animal Control Civil Citation 3rd offense	\$200.00
Veteran Discount	10%
Rescue Pull Fee Cat	\$12.00
Rescue Pull Fee Kitten between 4 and 8 weeks old	\$5.00

Building Inspection**

Minimum Residential (electric, plumbing, mechanical, building)	\$75.00 per trade or sq ft fee, whichever is greater
Residential (unclassified)	\$75.00
Mobile Home (Single/Double)	\$200.00
Stick Built/Modular	based on sq ft
Above-Ground Pool	\$75.00
In-Ground Pool	\$150.00
Minimum Commercial (electric, plumbing, mechanical, building)	\$100.00 per trade or sq ft fee, whichever is greater
Commercial (unclassified)	\$100.00
Commercial Pool	\$200.00
Day Care Consultations	\$100.00
Commercial Signs	\$100.00 - \$200.00
Call Back	\$75.00
Temporary Power	\$250.00
Additional Inspection (regular bus hours)	\$75.00
Additional Inspection (after hours/weekend)	\$150.00 min

* If work is performed before issue of permit, double permit fee.

**For the full modifiers and examples, see the Planning Department and chart at the end of the fee schedule.

DSS

Child Support Application	\$25.00
NC Health Choice (1 child)	\$50.00
NC Health Choice (2 or more children)	\$100.00
HCWD enrollment	\$50.00

EMS-Ambulance Services

ALS Non-Emergency	\$400.00
ALS Emergency	\$512.00
BLS Non-Emergency	\$350.00
BLS Emergency	\$432.00
ALS 2	\$652.00
Specialty Care Transport	\$701.00
BLS Treat/No Transport	\$100.00
ALS Treat/No Transport	\$100.00
Mileage (Per Loaded Mile)	\$9.20

Environmental Health

On-Site Wastewater Permitting:

Permitting New Type I, II, III Systems	\$325.00
Permitting New Type IIIb (pump) Systems	\$425.00
Permitting New Type IV Systems	\$525.00
Permitting New Type V or VI Systems	\$825.00
Expansion of Existing System	\$175.00
Verification of Septic System	\$100.00
Repair Permits	No Charge
Call Back Fee	\$50.00
Addendum Fee	\$50.00

Required Septic System Re-Inspections:

Type IIIb System (every 5 years)	\$100.00
Type IV System (every 3 years)	\$125.00
Type V System (once per year)	\$175.00
Type VI System (every 6 months)	\$175.00

*Fee waived if owner has Certified Operator

Private Well Water:

New Well Permit	\$325.00
Well Repair Permit	\$175.00
Bacteriological Well Water Sample	\$60.00
Chemical Well Water Sample	\$110.00

Public Swimming Pools:

Annual Permit Fee	\$150.00
New Pool/Spa Plan Review	\$250.00
Remodel Pool/Spa Plan Review	\$150.00

Tattoo or Piercing Parlor/Artist:

Tattoo or Piercing Parlor Annual Fee	\$200.00
Tattoo or Piercing Artist	\$200.00
Tattoo Artist/Parlor Plan Review	\$200.00

Food Service:

Plan Review (Restaurants, Food Stands, Meat Markets, School Lunchrooms)	\$250.00
Plan Review (Mobile Food Unit)	\$150.00
Plan Review (Push Cart)	\$100.00
Temporary Food Permit	\$75.00
Preliminary/Consultative Visit	\$75.00

Fire Inspection Fees

Underground Storage Tank Removal Permit	\$100.00
Underground Storage Tank Installation	\$100.00
Aboveground Tank Installation	\$50.00
Blasting Permit	\$100.00
Bonfire Permit	\$10.00
Fireworks Display Permit	\$50.00
Foster Homes	\$25.00
Family Care Homes	\$50.00
Day Cares	\$50.00
Assembly – Small	\$50.00
Assembly – Large	\$100.00
Business	\$50.00
Factory – Less Than 10,000 Square Feet	\$100.00
Factory – Over 10,000 Square Feet	\$150.00
Hazardous	\$100.00
Institutional	\$100.00
Motels	\$100.00
Storage – Less Than 10,000 Square Feet	\$100.00
Storage – Over 10,000 Square Feet	\$150.00
Fire Suppression System Over Cooking Operations	\$25.00
Sprinkler Systems	\$50.00

Foothills Higher Education Conference Center

	In-County	Damage Deposit
Conference Area:	Daily Rate	(reimbursed if no damage)
North Hall or South Hall (7,360 sq ft, 350 ppl)	\$650.00	\$650.00
Multi-Purpose Room (14710 sq ft, 700 ppl)	\$1,300.00	\$1,300.00
Alcohol Fee (Must rent Multi-Purpose)	\$250.00	
Utility usage per day Entire Room	\$135.00	--
Kitchen (600 sq ft)	\$300.00	--
Small Meeting(A/V equipped) (590 sq ft, 30 ppl)	\$175.00	\$50.00
Utility usage per day room C-139	\$20.00	--
Break Out Rooms:		
Small Room(1000 sq ft, 40 ppl)	\$100.00	\$75.00
Utility Usage per day Rm. 131-133-146 or Kitchen	\$25.00	--
Large Room (1680 sq ft, 60 ppl)	\$150.00	\$125.00
Utility usage per day Rm. 147-148	\$35.00	--
County Department Fee (non-training events, 700 ppl)	\$325.00	--
* If admission is charged- 10% of gross receipts or 10% of table sales		

	Out-of -County	Damage Deposit
Conference Area:	Daily Rate	(reimbursed if no damage)
North Hall or South Hall (7,360 sq ft, 350 ppl)	\$675.00	\$650.00
Multi-Purpose Room (14710 sq ft, 700 ppl)	\$1,325.00	\$1,300.00
Alcohol Fee (Must rent Multi-Purpose)	\$250.00	
Utility usage per day Entire Room	--	--
Kitchen (600 sq ft)	\$300.00	--
Small Meeting(A/V equipped) (590 sq ft, 30 ppl)	\$200.00	\$50.00
Utility usage per day room C-139	\$20.00	
Break Out Rooms:		
Small Room(1000 sq ft, 40 ppl)	\$125.00	\$75.00
Utility Usage per day Rm. 131-133-146 or Kitchen	--	--
Large Room (1680 sq ft, 60 ppl)	\$175.00	\$125.00
* If admission is charged- 10% of gross receipts or 10% of table sales		

GIS

Letter	\$0.15
Map prints and copies	
Letter size map	\$1.00
Ledger (11x17)	\$1.00
Arch C (18x24)	\$3.00
Arch D (24x36)	\$6.00
Arch E (36x48)	\$12.00
Oversize - per square foot	\$1.00 per sq ft

Health Dept

ParaGard	\$256.00
Mirena	\$297.00
Nexplanon	\$391.00

*Contact the Health Department for a complete list of fees.

Library

Overdue Items	
Book/Audio/Magazine/Video/CD	.25 day/max \$20.00
Story Kits/Theme Boxes	\$1.00 day/max \$20.00
Interlibrary Loans	.50 day
Copier, printer, & wordprocessor	.25 page
Fax	\$1.00 page
Technology fee - card holder	\$3.00 yr
visitor	\$1.00 day

Parks / Recreation

Picnic Shelters	
4 Hours	\$35.00
8 Hours	\$60.00
Ball Field Rentals	
Per Field per Day	\$90.00
Per Field per day with Lights	\$165.00
Per Hour per Field(Team Out- County)	\$15.00
Per Hour Light Usage	\$25.00
Ball Field Rentals	
Baseball and Softball (Tarheel dues addt'l)	\$80.00 /team
Basketball	\$95.00 /team
Football	\$95.00 /team
Indoor Soccer	\$70.00 /team
Outdoor Soccer	\$80.00 /team

* If a team forfeits more than twice in a season, there is a \$50.00 forfeit fee.

Sheriff's Office

Fingerprints	\$10.00
New Conceal Carry Permit	\$90.00
New Conceal Carry Permit - Active LEO	\$80.00
New Conceal Carry Permit - Retired LEO	\$45.00
Renewal Conceal Carry Permit	\$75.00
Renewal Conceal Carry Permit - Retired LEO	\$40.00
Handgun Purchase Permit	\$5.00 each
Service Fee for Civil Papers	\$30.00 per person
Sale of Property by Judgment (necessary expenses for sale)	5% on the first \$500
	2.5% on all sums over \$500

Register of Deeds

Land Records:	
Instruments In General	\$26.00 15 pages/ \$4 each additional page
Deeds of Trusts or Mortgages	\$64.00 35 pages/ \$4 each additional page
State Excise Tax on Real Estate Conveyances	\$2.00 per thousand (\$1.00 up to \$500.00)
additional Index Reference on Assignment	\$10.00
additional Required Indexed Party (Over 20)	\$2.00 per name
Multiple Instruments In one Document	\$10.00 each additional instrument
Nonstandard Document	\$25.00 + other applicable recording fees
Plats:	
Each Original or Revised Plat Recorded	\$21.00 per sheet or page
Certified copy	\$5.00
Uniform Commercial Code:	
One or Two Pages	\$38.00
Three to Ten Pages	\$45.00
Over Ten Pages	\$45.00 10 pages/ \$2 each additional page
Removal of Graves Certificate	\$12.00 first page/ \$3 each additional page
Right-Of-Way Plans:	
Each Original or Amended Plan And Profile Sheet	\$21.00 first page/ \$5 each additional page
Certified copy	\$5.00
Comparing copy for Certification	\$5.00
Military Service Record:	
Filing And Recording Discharge	No Fee
1 Certified copy	No Fee
Certified copy which no other provision is made	\$5.00 first page/ \$2.00 each additional page
Marriage License Fees:	
Issuing License	\$60.00 / cash only
Delayed Certificate with 1 Certified copy	\$20.00
Amendment of Marriage App, License or Certificate, with 1 certified copy	\$10.00
Certified copy of a Vital Record (Birth, Death, Marriages)	\$10.00
Register Birth Certificate:	
county	\$10.00
copy	\$10.00
Prepare papers and Register in the same county, with 1 certified copy	\$20.00
Amendment of Birth or Death Record:	
Prepare amendment affecting correction	\$25.00
1 certified copy	\$10.00
Legitimations:	
Prepare documents (does not include a certified copy)	\$25.00
Certified copy of birth record	\$10.00
Qualifications of Notary Public	\$10.00
Notary Authentication	\$5.00
Acknowledgements	\$5.00 signature/ \$10.00 electronic signature
State Vital Records Search	\$14.00
State Vital Records for Network Access	\$24.00 first copy, \$15.00 each additional copy
Miscellaneous Services:	
Passport Photo Service	\$10.00 per 2x2 picture
Plain copies	\$.25 per page
Expedited Mail Services-Domestic	\$16.00
Expedited Mail Services-International	\$45.00

Tax

Garnishment Fee	\$30.00
NSF	\$25.00 or 10%
Room Occupancy Tax	6%
Failure to pay	\$5.00 or 10%
Failure to file	5% of tax + 5% for each month up to 25%
Leased Vehicles	County 1.5% of gross receipts Hickory 1.5% of gross receipts
ABC License	
On-premises malt (Beer)	\$15.00
Off-premises malt (Beer)	\$5.00
On-premises unfortified wine and/or fortified wine	\$15.00
Off-premises unfortified wine and/or fortified wine	\$10.00

Enterprise Fund Fees

Waste Management

Residential Dwelling Fee	
Regular Rate	\$72.00 per year
Qualified Reduced Rate	\$36.00 per year
Boiler Fuel	\$10.95 per ton
Brush	\$31.70 per ton
Commercial/Industrial	\$68.80 per ton
Construction/Demolition	\$37.15 per ton
Pallets	\$40.40 per ton
Roofing Material	\$37.15 per ton
Single Wide Mobile Homes	\$546.00 each
Double Wide Mobile Homes	\$655.00 each
Triple Wide Mobile Homes	\$764.00 each
Rims with Tires (up to 20")	\$3.25 per rim
Rims with Tires (Greater than 20")	\$4.35 per rim
Sale of Wooden Pallets	\$1.10 each
Weigh Truck only	\$8.75 each
Wood Compost – Small Pickup	\$10.00 per load
Wood Compost – Standard Pickup	\$15.00 per load
Wood Compost – Trailers & Large Trucks	\$25.00 per scoop

Water

Basic Monthly Service	\$24.00	
Consumption Rate - 1000-4000 gals	\$4.40/1,000 gals	
over 4000 gals	\$5.50/1,000 gals	
	Tap	Meter
3/4"	\$1,100.00	\$200.00
1"	\$1,400.00	\$300.00
2"	\$2,750.00	\$750.00
3"	\$7,750.00	\$2,400.00
Irrigation meter	(Tap + meter) x 2	
Residential Deposit	\$75.00	
Re-connect	\$50.00	
Confirm Reading	\$50.00	
Data Log Report	\$75.00	
Unauthorized Tap	\$2,000.00	
Meter Tampering 1 offense	\$500.00	
Meter Tampering 2 offense	revocation	
Meter Re-installation	\$125.00	
Late Fee	\$10.00	

Sewer

Basic Monthly Service	\$24.00
Consumption Rate	\$5.50/1000 gals
Tap	
4"	\$1,000.00
6"	\$1,750.00
8"	\$5,000.00
Residential Deposit	\$75.00
Re-connect	\$50.00
Unauthorized Tap	\$2,000.00
Late Fee	\$10.00

Group (2018 International Building Code)		Type of Construction/Cost of construction per sq. ft.								
		1-A	1-B	II-A	II-B	III-A	III-B	IV	V-A	V-B
A-1	Assembly, theaters, with stage	247.86	239.47	233.25	223.81	210.17	204.10	216.62	195.46	188.40
	Assembly, theaters, without stage	227.10	218.71	212.49	203.05	189.41	183.34	195.86	174.70	167.65
A-2	Assembly, nightclubs	191.96	186.56	182.12	174.70	164.94	160.39	168.64	149.29	144.33
	Assembly, restaurants, bars	190.96	185.56	180.12	173.70	162.94	159.39	167.64	147.29	143.33
A-3	Assembly, churches	229.69	221.30	215.08	205.64	192.37	187.27	198.45	177.66	170.60
A-3	Assembly, community halls, libraries	192.20	183.81	176.59	168.15	153.51	148.44	160.96	138.80	132.75
A-4	Assembly, arenas	226.10	217.71	210.49	202.05	187.41	182.34	194.86	172.70	166.65
B	Business	200.26	192.96	186.54	177.38	161.90	155.84	170.40	142.43	136.08
E	Educational	209.90	202.64	196.82	188.34	175.49	166.60	181.86	153.45	148.75
F-1	Factory and industrial, moderate hazard	117.60	112.19	105.97	101.84	91.54	87.26	97.61	75.29	70.95
F-2	Factory and industrial, low hazard	116.60	111.19	105.97	100.84	91.54	86.26	96.61	75.29	69.95
H-1	High hazard, explosives	109.99	104.58	99.35	94.22	85.14	79.87	89.99	68.89	N.P.
H234	High hazard	109.99	104.58	99.35	94.22	85.14	79.87	89.99	68.89	63.56
H-5	HPM	200.26	192.96	186.54	177.38	161.90	155.84	170.40	142.43	136.08
I-1	Institutional, supervised environment	197.83	191.05	185.12	177.91	163.28	158.81	178.06	146.98	142.33
I-2	Institutional, hospitals	335.53	328.23	321.81	312.65	296.45	N.P.	305.67	276.99	N.P.
I-2	Institutional, nursing homes	233.12	225.82	219.40	210.24	195.51	N.P.	203.26	176.05	N.P.
I-3	Institutional, restrained	227.71	220.41	213.99	204.83	190.84	183.78	197.85	171.37	163.02
I-4	Institutional, day care facilities	197.83	191.05	185.12	177.91	163.28	158.81	178.06	146.98	142.33
M	Mercantile	142.95	137.54	132.11	125.68	115.38	111.83	119.62	99.73	95.77
R-1	Residential, hotels	199.70	192.92	186.99	179.78	164.90	160.43	179.93	148.60	143.96
R-2	Residential, multiple family	167.27	160.49	154.56	147.35	133.71	129.23	147.50	117.40	112.76
R-3	Residential, one and two family	155.84	151.61	147.83	144.09	138.94	135.27	141.72	130.04	122.46
R-4	Residential, care/assisted living	197.83	191.05	185.12	177.91	163.28	158.81	178.06	146.98	142.33
S-1	Storage, moderate hazard	108.99	103.58	97.35	93.22	83.14	78.87	88.99	66.89	62.56
S-2	Storage, low hazard	107.99	102.58	97.35	92.22	83.14	77.87	87.99	66.89	61.56
U	Utility, miscellaneous	84.66	79.81	74.65	71.30	64.01	59.80	68.04	50.69	48.30
A. Private garages use Utility, miscellaneous										
B. Unfinished basements (all use group)= \$22.45 per sq.ft.										
C. For shell only buildings deduct 20 percent.										
D. Remodel deduct 20 percent.										
E. N.P. = not permitted										

Source: International Code Council - Building Valuation Data (February 2020)

NORTH CAROLINA
BURKE COUNTY

**MEMORANDUM
OF
AGREEMENT**

THIS MEMORANDUM OF AGREEMENT, made and entered into this 16th day of June 2020 by and between BURKE COUNTY (the “County”) and BURKE COUNTY BOARD OF EDUCATION (the “Board of Education”);

W I T N E S S E T H:

The parties hereto, in the course of presentation, discussion, and appropriation of the County’s local funding for the Board of Education, which is proposed at a cumulative total of \$16,049,205 for fiscal year 2020-2021, have agreed that they will do the following during the coming 2020-2021 fiscal year:

1. The County will provide a total local appropriation of **\$16,049,205** to the Board of Education for fiscal year 2020-2021 which is the cumulative total of **\$15,156,050** for Current Expense and **\$893,155** for School Nurses.

Additionally, the parties shall negotiate and place in writing a lease for the 12,867 square foot portion of the Human Resources Center located at 700 East Parker Road in Morganton presently occupied by the Board of Education. The lease shall be from year to year, and shall reflect what the parties agree is the fair market value for the rental of the Board of Education’s space, which is \$154,400 per annum, as well as the fair market value of the utilities provided by the County for such space, which is \$34,000 per annum. The amount of such expenses to the Board of Education, totaling \$188,400, will be included in the local appropriation, \$16,049,205, appropriated to the Board of Education by the County.

2. The Board of Education will provide to the County quarterly financial reports on the 2020-2021 budget year, showing the application of the County’s local funding by the end of each fiscal quarter. These reports will be presented to the County at the regular meeting of the County’s Board of Commissioners in November 2020, February 2021 and May 2021, respectively. Additionally, the School Finance Officer will inform the Burke County Board of Commissioners of any increase in the Board of Educations’ General Fund Fund Balance when he presents the school system’s audit for FY 2019-20 during the February 2021 Burke County Commissioner meeting.

IN WITNESS WHEREOF, the parties have executed this MEMORANDUM OF AGREEMENT as of the date set out by each party’s signature.

BURKE COUNTY

By: _____
Chairman, Board of Commissioners

Date: June 16, 2020

Attest:

Clerk to the Board

BURKE COUNTY BOARD OF EDUCATION

By: _____
Chairman

Date: _____

Attest:

Secretary to the Board

Attachment: BOE MOU DRAFT for FY 2020-21 v2 (3075 : Adoption of FY 20-21 Budget and Public Hearing - 6:00 P.M.)



North Carolina Department of Public Safety

Juvenile Justice-Juvenile Community Programs

Roy Cooper, Governor
Erik A. Hooks, Secretary

Timothy D. Moose, Acting Chief Deputy Secretary
William L. Lassiter, Deputy Secretary
Cindy Porterfield, Director

June 8, 2020

Dear Ms. Jackson,

We congratulate you on your selection to provide Barium Springs Home Remedies: Juvenile Justice, serving Juvenile Justice involved youth and parents in the Western area. You are awarded **\$100,000 in Alternative to Commitment Funds for FY 2020-2021, with a start date of July 1, 2020. The funding is contingent upon available funds and your agency addressing any items on the application identified by the review team. The Area Consultant will provide you feedback on your application by June 24, 2020 including identifying any needed changes.**

The assigned Area Consultant is your liaison with Community Programs for this project and will provide you support and technical assistance as needed. The contact information for your Area Consultant is listed below:

Megan Webster
(828) 296-4744 – Office
(828) 231-1621 – Cell
megan.webster@ncdps.gov

Please edit your Alternatives to Commitment Program Agreement in NCALLIES to align with the amount of your award. Also include edits required as identified by the review team. All edits must be completed with a program agreement submission in NCALLIES by July 1, 2020. The Consultant will deploy the electronic signature process as soon as she reviews requested changes, in order to initiate the first disbursement.

As a partner in our efforts to serve a targeted population, we wish to ensure that the focus of your work is on the following targeted population:

- Juvenile court referred Level II youth re-entering the community on community placement or Post Release Supervision (PRS); or
- Juvenile court referred Level II youth who are most at-risk of a commitment to a YDC; or
- Juvenile court referred Level III or Level II youth re-entering the community from a residential or out of home placement.

Mailing Address:
4212 Mail Service Center
Raleigh NC 27699-4212

www.ncdps.gov



An Equal Opportunity employer

Office Location:
3010 Hammond Business Place
Raleigh, NC 27603
Telephone: 919-733-3388

Outcomes for this targeted population are stringently tracked, published annually, and reported to the legislature. Please know that we wish to offer continued assistance to you in our efforts to support the work that you are doing.

Again, congratulations on your award of Alternatives to Commitment funds to provide a needed service as a dispositional alternative for our state's most at-risk juveniles. We commend your efforts to engage in this partnership with us to provide effective services to these youth and their families. We look forward to the shared effort to improve the quality of the lives of those youth and families that we serve.

Sincerely,



Cindy Porterfield
Director Juvenile Community Programs
Division of Adult Correction and Juvenile Justice

CC: JCPC Chair, County Finance Officer, Chief Court Counselor, Consultant, Area Administrator, Lead Consultant

Morganton News Herald

Advertising Affidavit

7.2.d

Account Number

3153067

PO Box 968
Hickory, NC 28603

Date

May 21, 2020

BURKE CO. COMMISSION
ATTN: KAY DRAUGHN
PO BOX 219
MORGANTON, NC 28680-0219

Date	Category	Description	Ad Number	Ad Size
05/21/2020	Legal Notices	BURKE COUNTY BOARD OF COMMISSIONERS NOTICE OF	0000650786	2 x 36 L

**Publisher of
Morganton News Herald
Burke County**

Before the undersigned, a Notary Public of Iredell County, North Carolina, duly commissioned, qualified, and authorized by law to administer oaths, in said County and State; that he/she is authorized to make this affidavit and sworn statement; that the notice or other legal advertisement, a copy of which is attached hereto, was published in the Morganton News Herald on the following dates:

05/21/2020

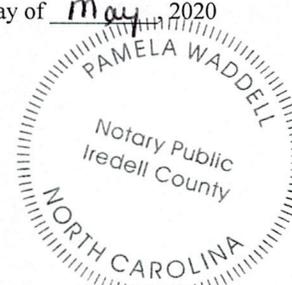
and that the said newspaper in which such notice, or legal advertisement was published, was a newspaper meeting all the requirements and qualifications of Section 1-597 of the General Statutes of North Carolina.

[Signature]
Assistant Bookkeeper

Newspaper reference: 0000650786

Sworn to and subscribed before me, this 21 day of May, 2020

[Signature]
Notary Public



My Commission expires: May 27, 2022

THIS IS NOT A BILL. PLEASE PAY FROM INVOICE. THANK YOU

Packet Pg. 99

Please See Attached.

Attachment: Budget Public Hearing Aff_0001 (3075 : Adoption of FY 20-21 Budget and Public Hearing - 6:00 P.M.)

**BURKE COUNTY
BOARD OF COMMISSIONERS
NOTICE OF BUDGET PUBLIC HEARING
JUNE 16, 2020 - 6 P.M.**

The Burke County Manager presented the recommended budget for Fiscal Year 2020-2021 to the Board of Commissioners on Tuesday, May 19, 2020. A copy of the recommended budget was filed in the office of the Clerk to the Board on that same day and is available for public inspection at the Burke County Governmental Offices by appointment during regular business hours. It was also posted on the County's website, www.burkenc.org. Virtual budget meetings will be held at 2 p.m. via Zoom on May 22 and May 28. Please contact the Clerk for connection credentials at 828.764.9354. A third meeting, if needed, is scheduled for June 4 at 2 p.m. in the Commissioners' Meeting Room, Burke Services Building, 110 N. Green Street, Morganton, NC. If the COVID-19 meeting restrictions are still in effect, then the meeting, if needed, will be held virtually.

A public hearing on the recommended budget will be held on Tuesday, June 16, 2020 at 6 p.m. (or as soon thereafter as persons may be heard) in the Commissioners' Meeting Room, Burke Co. Services Building, 110 N. Green Street, Morganton, NC. Citizens are invited to attend and present written or oral comments. Adoption of the recommended budget is anticipated to occur on June 16, 2020. If reasonable ADA accommodations are needed to participate in the meetings, please contact the County Manager's office at 828.764.9350 at least 48 hours prior to the meeting.

Kay Honeycutt Draughn, Clerk to the Board

Publish: May 21, 2020.

THE NEWS HERALD
JUNE 10, 2020
VOL. 134 PUB NO. 138

BURKE COUNTY
BOARD OF COMMISSIONERS
NOTICE OF BUDGET PUBLIC HEARING
JUNE 16, 2020 - 6 P.M.

A public hearing on the recommended budget for Fiscal Year 2020-2021 will be held on **Tuesday, June 16, 2020 at 6 p.m.** (or as soon thereafter as persons may be heard) in the Commissioners' Meeting Room, Burke Co. Services Building, 110 N. Green Street, Morganton, NC. The proposed budget maintains the current property tax rate of 69.5 cents per \$100 valuation. Citizens are invited to attend and present written or oral comments. Attendance is limited for social distancing and is on a first come, first served basis, due to the Coronavirus. If reasonable ADA accommodations are needed to participate in the meeting, please contact the County Manager's office at 828.764.9350 at least 48 hours prior to the meeting.

Kay Honeycutt Draughn, Clerk to the Board

Publish: June 10, 2020.

Burke County, North Carolina
Agenda Abstract
Meeting Date: June 16, 2020



CONSENT AGENDA

Subject Title: BOC - Resolution Regarding Surplus Real Property

Presented By: Johnnie W. Carswell

Summary of Information: The following resolution and exhibit shows various school property that the Board of Education has determined can be declared surplus and sold, pending the County declining to purchase any of it.

- | | |
|-----------------------------|-------------|
| 1) 0 Independence Blvd | REID #39733 |
| 2) 510 South College Street | REID #38130 |
| 3) 2142 Pax Hill Road | REID #38263 |
| 4) 0 Liberty Street | REID #38629 |
| 5) 170 Honeycutt Drive | REID #38620 |
| 6) 0 Liberty Street | REID #38621 |
| 7) 0 Honeycutt Drive | REID #38618 |

Budgetary Effect: None.

County Manager's Recommendation: Approval is recommended.

Suggested Motion: To adopt Resolution No. 2020-18.

**BURKE COUNTY
RESOLUTION REGARDING SURPLUS PROPERTY**

WHEREAS, the Burke County Board of Education (the "Board") owns certain real property, the same being shown on the Burke County tax map attached hereto as Exhibit A (the "Property") and further being the following parcels by address and Real Estate Identification (REID) number, to-wit:

- | | |
|-----------------------------|-------------|
| 1) 0 Independence Blvd | REID #39733 |
| 2) 510 South College Street | REID #38130 |
| 3) 2142 Pax Hill Road | REID #38263 |
| 4) 0 Liberty Street | REID #38629 |
| 5) 170 Honeycutt Drive | REID #38620 |
| 6) 0 Liberty Street | REID #38621 |
| 7) 0 Honeycutt Drive | REID #38618 |

WHEREAS, the Board has resolved by formal resolution that was adopted on March 27, 2020 that such property is no longer needed for school purposes and should be sold as surplus property subject to the resolution herein to decline such property;

WHEREAS, by statute (NCGS §115C-518) it is necessary, before such surplus property can be sold, that it must be offered for sale to the Burke County Board of Commissioners;

WHEREAS, such property may hereafter be sold at public sale by the Board upon rejection by this resolution by the Burke County Board of Commissioners;

NOW, THEREFORE, BE IT RESOLVED that the County of Burke, State of North Carolina, by and through the Board of Commissioners, hereby formally declines to receive from or purchase from the Board the parcels described above in this resolution.

Adopted this 16th day of June 2020.

Johnnie W. Carswell, Chairman
Burke County Board of Commissioners

Attest:

Kay Honeycutt Draughn, CMC, NCMCC

Clerk to the Board



December 4, 2019

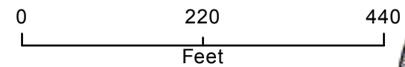
Sliver Across from FHS

Owner: BURKE COUNTY BOARD OF EDUCATION
PO DRAWER 989

MORGANTON, NC 28680

Property Address: 0 INDEPENDENCE BLVD
MORGANTON 28655
PROPERTY_DESC

PIN: 1793274521
PIN EXT: 000
REID: 39733
Property Value: \$17,189
Acreage: 1.2
Deed Book: 000000
Deed Page: 00000
Deed Date: 1/1/1900 1:00:00 AM



1:2,787

1 inch = 232 feet



Disclaimer: The information contained on this page is taken from aerial mapping, tax mapping, and public records and is NOT to be considered a legal description. Only a licensed professional land surveyor can determine precise locations, elevations, length and direction.



Attachment: Exhibit A (3060 : BOC - Resolution Regarding Surplus Real Property)

February 26, 2020

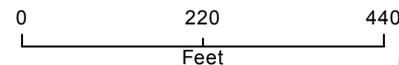
Owner: BURKE COUNTY PUBLIC SCHOOL BOE
P O BOX 989

MORGANTON, NC 28655

Property Address: 2142 PAX HILL RD
MORGANTON 28655
PROPERTY_DESC

Land CES

PIN: 2716001579
PIN EXT: 000
REID: 38263
Property Value: \$6,958,253
Acreage: 9.51
Deed Book: 001955
Deed Page: 00471
Deed Date: 3/29/2011 1:00:00 AM



1:2,787

1 inch = 232 feet



Disclaimer: The information contained on this page is taken from aerial mapping, tax mapping, and public records and is NOT to be considered a legal description. Only a licensed professional land surveyor can determine precise locations, elevations, length and direction.



February 26, 2020

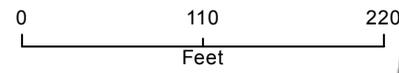
Land College Street

Owner: MORGANTON GRADE SCHOOL
P O BOX 989

MORGANTON, NC 28655

Property Address: 510 S COLLEGE ST
MORGANTON 28655
PROPERTY_DESC

PIN: 2703341875
PIN EXT: 000
REID: 38130
Property Value: \$1,383,976
Acreage: 2.14
Deed Book: 000005
Deed Page: 00520
Deed Date: 8/11/1926 1:00:00 AM



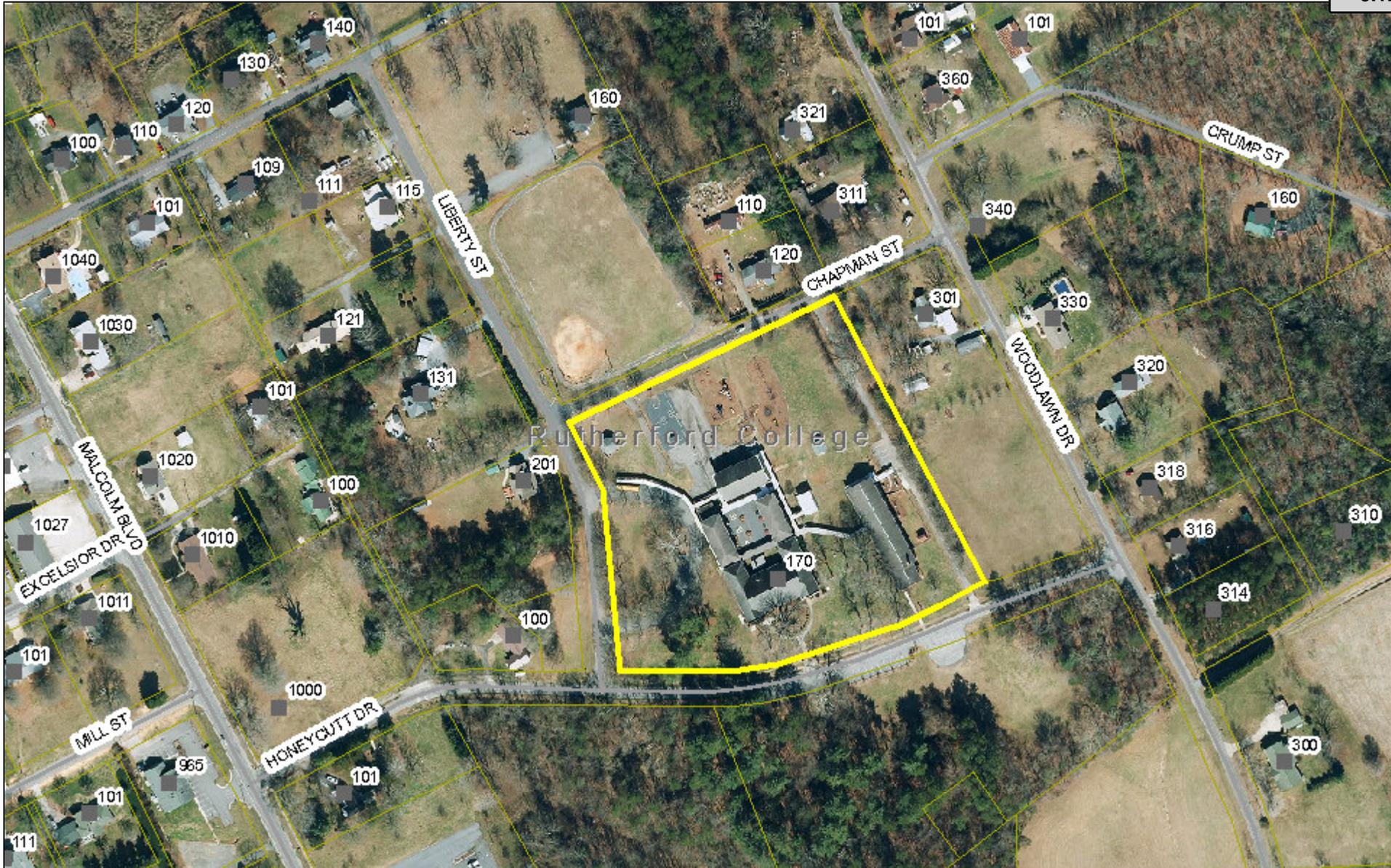
1:1,394

1 inch = 116 feet



Disclaimer: The information contained on this page is taken from aerial mapping, tax mapping, and public records and is NOT to be considered a legal description. Only a licensed professional land surveyor can determine precise locations, elevations, length and direction.

Attachment: Exhibit A (3060 : BOC - Resolution Regarding Surplus Real Property)



Attachment: Exhibit A (3060 : BOC - Resolution Regarding Surplus Real Property)

February 26, 2020

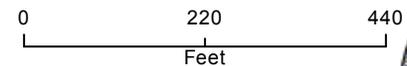
RCES Main Campus

Owner: BURKE COUNTY BOARD OF EDUCATION
PO DRAWER 989

MORGANTON, NC 28680

Property Address: 170 HONEYCUTT DR
CONNELLY SPRINGS 28612
PROPERTY_DESC

PIN: 2753193037
PIN EXT: 000
REID: 38620
Property Value: \$1,639,771
Acreage: 6.38
Deed Book: 000000
Deed Page: 00000
Deed Date: 1/1/1900 1:00:00 AM

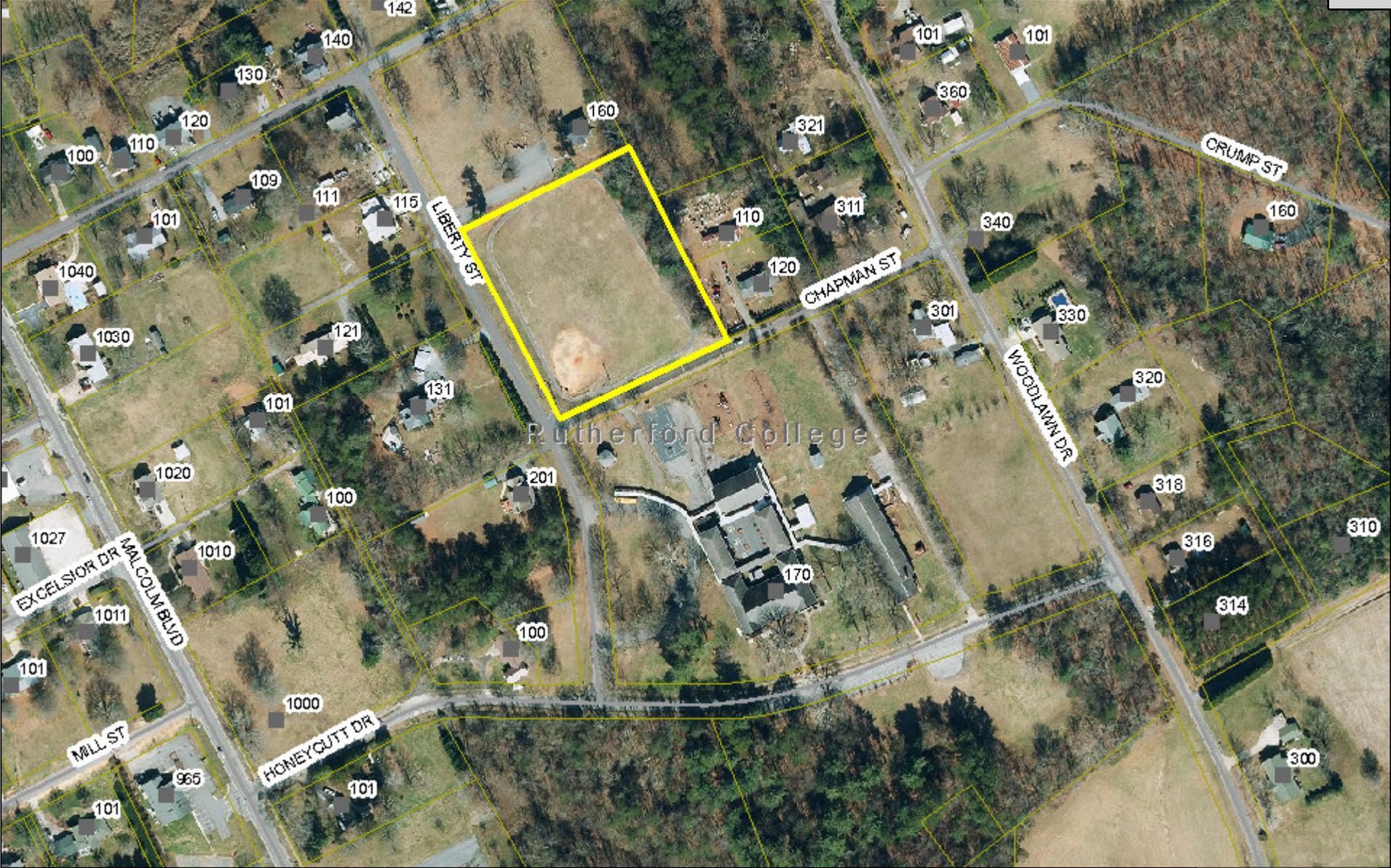


1:2,787

1 inch = 232 feet



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Attachment: Exhibit A (3060 : BOC - Resolution Regarding Surplus Real Property)

February 26, 2020

RCES Parcel 2

Owner: BURKE COUNTY BOARD OF EDUCATION
 PO DRAWER 989
 MORGANTON, NC 28680

PIN: 2753190477
PIN EXT: 000
REID: 38629
Property Value: \$76,500
Acreage: 1.7
Deed Book: 000000
Deed Page: 00000
Deed Date: 1/1/1900 1:00:00 AM



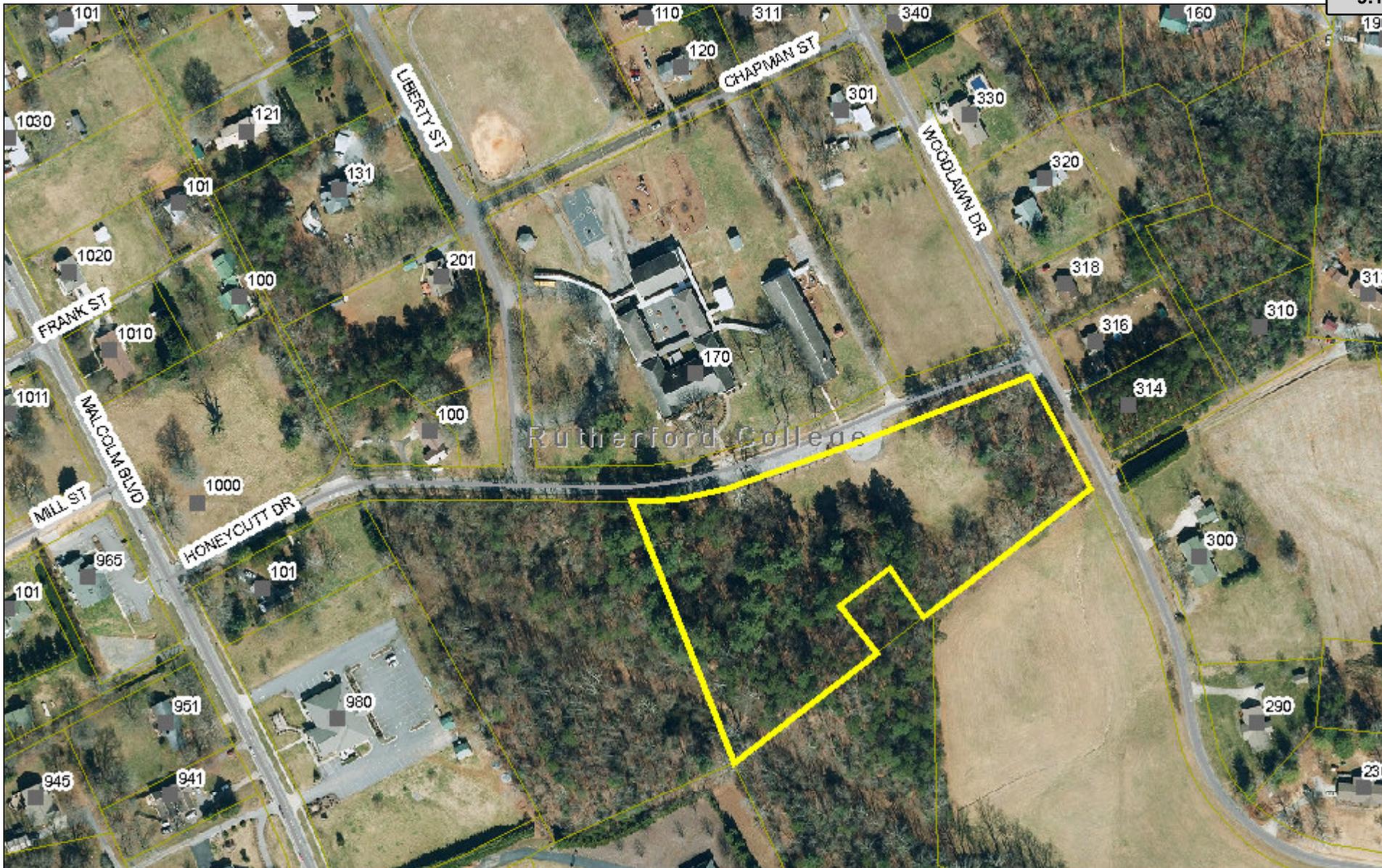
1:2,787

1 inch = 232 feet



Property Address: 0 LIBERTY ST
 CONNELLY SPRINGS 28612
 PROPERTY_DESC

Disclaimer: The information contained on this page is taken from aerial mapping, tax mapping, and public records and is NOT to be construed as a legal description. Only a licensed professional land surveyor can determine precise locations, elevations, length and direction.



Attachment: Exhibit A (3060 : BOC - Resolution Regarding Surplus Real Property)

February 26, 2020

RCES Parcel 4

Owner: BURKE COUNTY BOARD OF EDUCATION
PO DRAWER 989

MORGANTON, NC 28680

Property Address: 0 HONEYCUTT DR
CONNELLY SPRINGS 28612
PROPERTY_DESC

PIN: 2753186686
PIN EXT: 000
REID: 38618
Property Value: \$151,655
Acreage: 5.03
Deed Book: 0000R4
Deed Page: 00187
Deed Date: 1/1/1900 1:00:00 AM



1:2,787

1 inch = 232 feet



Disclaimer: The information contained on this page is taken from aerial mapping, tax mapping, and public records and is NOT to be construed as a legal description. Only a licensed professional land surveyor can determine precise locations, elevations, length and direction.

Burke County, North Carolina

Agenda Abstract

Meeting Date: June 16, 2020



CONSENT AGENDA

Subject Title: Clerk - Appointment to WPCC Board of Trustees

Presented By: Kay Draughn

Summary of Information: The Western Piedmont Community College Board of Trustees is a 12-member board. Four (4) members are appointed by the County for a term of four (4) years. Seat No. 4 is occupied by Kim Kling whose term ends June 30, 2020. Currently, there is only one (1) application on file from Kim Kling for this position.

Budgetary Effect: None.

County Manager's Recommendation: Approval is recommended.

Suggested Motion: To reappoint Kim Kling to the Western Piedmont Community College Board of Trustees, Seat No. 4, for a 4-year term ending June 30, 2024.

Western Piedmont Community College Board of Trustees
12-Member Board
Four (4) Appointed by the County
Terms: 4-Year Terms

Seat No.	Position	Name-Address		Term
1	At-Large	Lamar Smitherman	A	6/20/2017
			R	
			TE	6/30/2021
2	At-Large	Rod Harrelson 215 Bost Road Morganton NC 28655	A	6/19/2018
			TE	6/30/2022
3	At-Large	Bill Lennon 611 W. Union Street Morganton NC 28655	A	6/18/2019
			TE	6/30/2023
4	At-Large	Kim Kling 5504 Mineral Springs Mtn Ave. Valdese NC 28690	A	6/21/2016
			TE	6/30/2020

A=Appointment
R=Reappointment
A-UT=Appointed to Complete Unexpired Term
TE=Term Expires
UFN - Until Further Notice

Attachment: WPCC BOT Roster (3082 : Appointment to WPCC BOT)



**BURKE COUNTY
APPOINTMENT APPLICATION
BOARDS AND COMMITTEES**

Name: Kimberly Kling Date: 04/28/2020

Address: 5504 Mineral Springs Mtn Ave

City: Valdese State: NC Zip: 28690

Telephone: Home: _____ Business: 828-437-1426

Cell: 828-430-1445 Email: kkling1445@gmail.com

Occupation: Morganton Savings Bank VP/CFO

Retired from: _____

How did you hear about this opportunity? Currently Serving

Are you currently serving on a county board or committee? Yes No

If so, please identify the board or committee: WPCC Trustees

Community interest and activities:

See attached letter

Do you reside in the extraterritorial area of a municipality? Yes No

List in order of preference the board and/or committee(s) on which you would like to serve.

1. WPCC Trustees
2. _____
3. _____

Most board or committee seats have no special requirement other than being a citizen of Burke County. Do you have special criteria that you would like to be considered for this appointment?

I am a CPA with a diverse background in finance, accounting and audit.

I have served on various boards in the areas of education and ministry.

Describe why you are interested in serving on a board or committee. What goals and objectives do you have?

To serve in a capacity that I can utilize my knowledge and skills to promote
a high quality and accessible education to empower individuals in our community.

Are you willing to attend board or committee meetings on a regular basis? Yes No

Please disclose any business or personal relationships that may be considered a conflict of interest, if selected to serve on a board or committee:

Campaign Treasurer for Johnnie Carswell

Remarks: See attached letter
(OPTIONAL)

Signature: Kimberly B. Kling
(ORIGINAL SIGNATURE REQUIRED)
(SIGNING INDICATES AGREEMENT TO ABIDE BY THE BURKE COUNTY CODE OF ETHICS.)

Return to: Burke County
Attn: Clerk to the Board
P.O. Box 219
Morganton NC 28680
Email: kay.draughn@burkenc.org
Phone: 828-764-9354 Fax: 828-764-9352

Attachment: 2020-04-28_Kling Application WPCC Trustees (3082 : Appointment to WPCC BOT)

Kimberly Kling
5504 Mineral Springs Mountain Ave
Valdese, NC 28690
April 28, 2020

Burke County Board of Commissioners
PO Box 219
Morganton, NC 28680

Dear Burke County Board of Commissioners:

Thank you for the opportunity you gave me four years ago to serve as a Trustee of Western Piedmont Community College. It has truly been an honor and privilege to serve in this role. I come to you again to ask for your consideration of my application for the WPCC Board of Trustees.

The past four years has truly broadened my knowledge about the community college system and I would like to continue to bring my skills and experience to such a distinguished Board. As a trustee, my roles have included Secretary of the Board and Chairman of the Finance Committee. Much has been accomplished during the past four years. Just a few of the accomplishments that the college has achieved during my service include: the Mechatronic Building, establishment of a Cosmetology Program, partnership with the NC School of Science and Math, and the hiring of Dr. Joel Welch, our new President. I would like to continue to be a part of the accomplishments achieved and those still to be achieved.

My additional experience includes the following:

- 2016 – Present Trustee for Western Piedmont Community College
 Roles served include Secretary and Finance Committee Chair
- 2015 – Present Board Member and Current President for Western Piedmont
 Foundation
- 2015 – Present Burkemont Baptist Church – Finance Committee
 Roles served include Secretary, Chair and Vice Chair
- 2005 – Present Vice President and Chief Financial Officer for Morganton Savings
 Bank

Attachment: 2020-04-28_Kling Application WPCC Trustees (3082 : Appointment to WPCC BOT)

Burke County Board of Commissioners
04/28/2020
Page 2

2013 – 2016 Board Member and Treasurer for Transformation Journey – Christian
Prison Ministry

2006 – 2011 Board Member and Treasurer for New Dimensions Charter School

Once again, thank you for your consideration in this appointment and if selected I will to continue to serve to my fullest ability because I believe that the success of WPCC is paramount to the success of Burke County.

You may contact me at 828-430-1445 if you have any questions. I look forward to hearing from you soon.

Sincerely,



Kimberly B. Kling

Burke County, North Carolina
Agenda Abstract
Meeting Date: June 16, 2020



CONSENT AGENDA

Subject Title: Co. Mgr. - Resolution Authorizing Lease Amendment of Real Property

Presented By: Bryan Steen

Summary of Information: The Federal Government wishes to continue leasing office space at 130 Ammons Drive, Suite 1 (USDA Service Center) until July 31, 2023 for an annual rent of \$37,276.25 or \$13.75 per 2,711 sq. ft. The required 30-day notice was posted on the County's website and published in the News Herald on May 15, 2020 in accordance with NCGS 160A-272.

Budgetary Effect: None. The revenue was included in the annual budget.

County Manager's Recommendation: Approval is recommended.

Suggested Motion: To adopt Resolution No. 2020-17.

**Burke County
North Carolina**

**Resolution Approving Lease of Real Property
130 Ammons Drive, Suite 1**

WHEREAS, the County of Burke owns property located at 130 Ammons Drive in Morganton; and

WHEREAS, the Federal Government has leased office space (Suite 1, 130 Ammons Drive) from the County for the USDA Service Center for many years and wishes to continue; and

WHEREAS, as set forth in Amendment No. 5, the Lessee will lease 2,711 sq. ft. of office space at an annual rent of \$37,276.25 through July 31, 2023; and

WHEREAS, North Carolina General Statute § 160A-272 authorizes the County to enter into leases of up to 10 years upon resolution of the County Commissioners adopted at a regular meeting after 30 days' public notice; and

WHEREAS, the required notice has been published and the County Commissioners are convened in a regular meeting.

THEREFORE, THE BURKE COUNTY BOARD OF COMMISSIONERS RESOLVES THAT:

The County Commissioners hereby approves the lease of county property described above to the United States of America for the USDA Service Center on Ammons Drive in Morganton and authorizes the County Manager to execute Lease Amendment No. 5 on behalf of the Board.

Adopted this 16th day of June 2020.

Johnnie W. Carswell, Chairman
Board of Commissioners

Attest:

Kay Honeycutt Draughn, CMC, NCMCC
Clerk to the Board

UNITED STATES DEPARTMENT OF AGRICULTURE LEASE AMENDMENT	LEASE AMENDMENT No. 5
	TO LEASE NO. <u>Burke County USDA Service Center</u>
ADDRESS OF PREMISES USDA Service Center 130 Ammons Drive Suite 1 Morganton, NC 28655	PDN Number: N/A

THIS AMENDMENT is made and entered into between **County of Burke**

whose address is: **200 Avery Avenue, Morganton, NC 28655**

hereinafter called the Lessor, and the **UNITED STATES OF AMERICA**, hereinafter called the Government:

WHEREAS, the parties hereto desire to amend the above Lease to extend lease term.

NOW THEREFORE, these parties for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, covenant and agree that the said Lease is amended, effective upon execution by the Government as follows:

1. Effective upon execution by the Government, the lease period of the above described premises will be extended from **August 1st, 2020** through **July 31st, 2023**.
2. **Effective August 1st, 2020**, the Government will pay the Lessor annual rent of **\$37,276.25** payable at the rate of **\$3,106.35*** per month (representing **\$13.75** per square foot for **2,711** net usable square feet) in arrears. (*Rates may be rounded.)
3. The Lessor must have an active/updated registration in the System for Award Management (SAM) System (<https://www.sam.gov>) upon receipt of this lease Amendment. The Government will not process rent payments to Lessor without an active/updated SAM Registration.

This Lease Amendment contains 1 pages.

All other terms and conditions of the lease shall remain in force and effect.
IN WITNESS WHEREOF, the parties subscribed their names as of the below date.

FOR THE LESSOR:

FOR THE GOVERNMENT:

Signature: _____
Name: _____
Title: _____
Entity Name: _____
Date: _____

Signature: _____
Name: _____
Title: Lease Contracting Officer, USDA
Date: _____

WITNESSED FOR THE LESSOR BY:

Signature: _____
Name: _____
Title: _____
Date: _____

Attachment: Burke County (Morganton) NC LA# 5 (3080 : Co. Mgr. - Resolution Authorizing Lease of Real Property)

Morganton News Herald

Advertising Affidavit

Account Number

3153067

PO Box 968
Hickory, NC 28603

Date

May 17, 2020

BURKE CO. COMMISSION
ATTN: KAY DRAUGHN
PO BOX 219
MORGANTON, NC 28680-0219

Date	Category	Description	Ad Number	Ad Size
05/17/2020	Legal Notices	BURKE COUNTY BOARD OF COMMISSIONERS NOTICE OF	0000649965	2 x 19 L

BURKE COUNTY
BOARD OF COMMISSIONERS
NOTICE OF INTENT TO LEASE REAL PROPERTY

Notice is hereby given in accordance with NCGS 160A-272, that the Burke County Commissioners intends to lease approximately 2,711 sq. ft. of real property located at 130 Ammons Drive in Morganton, NC, to the US Dept. of Agriculture (USDA Service Center) for a term beginning Aug. 1, 2020 to July 31, 2023 at an annual rent of \$37,276.25. The Board will consider a resolution authorizing the execution of the lease agreement at its regular meeting on June 16, 2020 at 6 p.m.

Notice given this 15th day of May 2020.

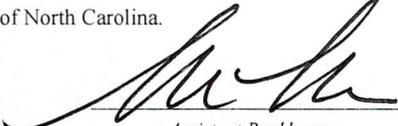
Publish: May 17, 2020.

Publisher of
Morganton News Herald
Burke County

Before the undersigned, a Notary Public of Iredell County, North Carolina, duly commissioned, qualified, and authorized by law to administer oaths, in said County and State; that he/she is authorized to make this affidavit and sworn statement; that the notice or other legal advertisement, a copy of which is attached hereto, was published in the Morganton News Herald on the following dates:

05/17/2020

and that the said newspaper in which such notice, or legal advertisement was published, was a newspaper meeting all the requirements and qualifications of Section 1-597 of the General Statutes of North Carolina.

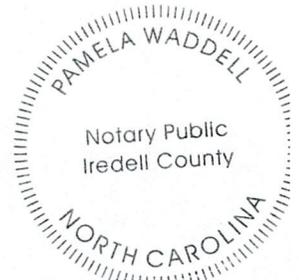

Assistant Bookkeeper

Newspaper reference: 0000649965

Sworn to and subscribed before me, this 21 day of May, 2020


Notary Public

My Commission expires: May 27, 2022



THIS IS NOT A BILL. PLEASE PAY FROM INVOICE. THANK YOU

Burke County, North Carolina
Agenda Abstract
Meeting Date: June 16, 2020



CONSENT AGENDA

Subject Title: Finance - FY 20-21 General Liability/Worker's Comp Insurance Renewal

Presented By: Margaret Pierce

Summary of Information: Insurance for property, general liability and worker's compensation is provided through the NC Association of County Commissioners Risk Pools. Vehicle, equipment, and crime insurance is proposed with a \$1,000 deductible with all other coverage on property and liability proposed with a \$5,000 deductible. No excess liability coverage is recommended. Worker's compensation insurance is proposed to continue with the \$350,000 deductible. Renewal cost for the general liability and property insurance is \$456,091 less credits for multiple policies of \$23,450 and \$12,669 for using a \$5,000 deductible on buildings. Worker's compensation renewal cost is \$258,329 plus claims. These amounts are an overall increase of \$39,515 or 5.85% from FY 19-20.

Note: Contracts over \$90,000 require Board approval.

Budgetary Effect: None. Funds for these contracts are included in the FY 20-21 recommended budget.

County Manager's Recommendation: Approval is recommended.

Suggested Motion: To approve renewals in the amounts of \$456,091 and \$258,329 less applicable credits for insurance on property, general liability, and worker's compensation with the NCACC risk pools. Authorize the County Manager to execute the proposals on behalf of the Board.



NCACC Risk Management Pools Liability and Property

County: BURKE COUNTY							
RENEWAL ESTIMATE		JULY 1, 2020 TO JULY 1, 2021		Date of Quote	5/14/2020		
Coverage	Contract Limit	Deductible	Renewal Exposure	Contribution			
Property	Insured Values	\$1,000	Total Property Values	\$113,075,100	111,131		
Named Storm		\$1,000					
		\$1,000	Total Inland Marine Values	\$6,474,089	6,313		
Flood, NFIP		\$500,000					
Flood/Earthquake		\$25,000		Total	\$117,444		
General Liability	\$2,000,000	\$0	Population	90,865	31,894		
			Number of EMTs	81	4,620		
			Total	\$36,514			
Automobile Liability	\$2,000,000	\$0	Total # of Vehicles (Liability)	264	91,773		
Excess Auto Liability					0		
Physical Damage			Actual Cash Value \$1,279,464	\$1,000	Total # of Vehicles (PD)	232	41,206
Replacement Cost					Value of Selected Veh.	\$1,279,464	\$11,321
			Total		\$144,300		
Crime	\$250,000	\$1,000	Money on Premises	1	\$968		
			Great than \$250,000	0	\$0		
			Total	\$968			
Public Officials Liability	\$2,000,000	\$5,000	Population	90,865	36,837		
			Total	\$36,837			
Law Enforcement Liability	\$2,000,000	\$5,000	Class A Employees	97	70,605		
			Class B Employees	50	20,271		
			Class C Employees	9	1,244		
			Total	\$92,120			
Employment Practices Liability	\$2,000,000	\$5,000	Population	90,865	27,908		
			Total	\$27,908			
Employee Benefits Liability	\$2,000,000	\$5,000					
			Total	included			
Environmental Impairment Liability	\$250,000 <i>aggregate</i>	\$0					
			Total	included			
Cyber Liability	\$1,000,000	\$5,000	Population				
			Total	included			
Annual Estimated Contribution					\$456,091		

Please return this document with your signed proposal.

Attachment: Burke County 2020 Renewal Proposal (3069 : FY 20-21 General Liability/Worker's Comp Insurance Renewal)



NCACC Risk Management Pools Liability and Property

Payment Plan Available: Liability & Property Pool
County or Entity: **BURKE COUNTY**

Quoted on: **5/14/2020**

Annual Payment Plan:	\$456,091
-----------------------------	------------------

We appreciate your participation. To insure effective, efficient operation of your Pool we must receive payment in full no later than August 1st. A two percent late payment fee will be assessed on all amounts received after that date.

I understand that changes made to the exposures subsequent to submission of the renewal application may result in changes to the Estimated Contribution:

Accepted by:

Signature _____

Printed Name _____

Print Title _____

Date _____

This instrument has been pre-audited in the manner required by the Government Budget and Fiscal Control Act.

Financial Officer:

Signature _____

Date _____

Please sign and return the accepted proposal by June 15th, 2020.

Attachment: Burke County 2020 Renewal Proposal (3069 : FY 20-21 General Liability/Worker's Comp Insurance Renewal)



NCACC Risk Management Pools Liability and Property

JULY 1, 2020 TO JULY 1, 2021						Quoted on: 5/14/2020			
Renewal Estimate		County or Entity:		BURKE COUNTY					
Deductible Adjustment Options		Per Occurrence Deductibles							
Liability & Property Line	\$500	\$1,000	\$2,500	\$5,000	\$10,000	\$25,000	\$50,000	\$75,000	\$100,000
PROPERTY		\$0	\$6,334	\$12,669	\$20,004	\$30,561	\$38,674	\$43,341	\$46,897
INLAND MARINE		\$0	\$152	\$316	\$556	\$1,035	\$1,540	\$1,957	\$2,260
GENERAL LIABILITY	\$1,643	\$2,666	\$3,724	\$4,710	\$5,879	\$8,070	\$10,078	\$11,684	\$13,072
AUTO LIABILITY	\$2,478	\$4,313	\$7,801	\$11,105	\$15,326	\$21,567	\$26,155	\$29,276	\$31,386
AUTO PHYSICAL DAMAGE		\$0	\$5,975	\$11,084	\$15,741	\$19,202	\$20,603	\$21,304	\$21,592
CRIME									
PUBLIC OFFICIALS LIAB.		\$0	\$0	\$0	\$1,437	\$4,273	\$7,220	\$9,099	\$10,278
LAW ENFORCEMENT LIAB.		\$0	\$0	\$0	\$3,593	\$10,686	\$18,056	\$22,754	\$25,701
EMPLOYMENT PRACTICES LIAB.		\$0	\$0	\$0	\$781	\$2,484	\$4,298	\$5,414	\$6,335

Please return this document with your signed proposal.



NCACC Risk Management Pools Workers Compensation

NCACC Risk Management Pools
Workers' Compensation
7/1/2020 to 7/1/2021

Burke County

PROPOSAL FOR \$350,000 DEDUCTIBLE OPTION

ESTIMATED PAYROLL	\$24,206,360
MANUAL CONTRIBUTION	\$723,476
MODIFIED CONTRIBUTION	\$844,598
ESTIMATED CONTRIBUTION	\$844,598
Deductible Option	\$350,000
Deductible Factor (No Aggregate)	0.30586
Deductible Contribution (No Aggregate)	\$258,329
<i>(Member Contribution multiplied by Deductible Factor)</i>	
Expected Losses	\$620,780
Expected Losses Limited to Deductible	\$436,408
Expected Total Cost for \$350,000 Deductible (No Aggregate)	\$694,737
<i>(Deductible Contribution plus Expected Losses within the Deductible)</i>	
Aggregate Retention	
<i>(In addition to excess insurance, which provides coverage for a single claim in excess of your retention, we limit the total amount you will pay for claims in any one fund year. This represents your maximum claims cost for the Fund Year.)</i>	
Aggregate Percentage of Expected Losses	0%
Aggregate Retention	\$0
Aggregate Contribution Factor	0
Additional Contribution for Aggregate	\$0
Expected Total Cost for \$350,000 Deductible with Aggregate	\$258,329
<i>(Expected Total Cost for Deductible plus Additional Contribution for Aggregate)</i>	
Estimated Total Contribution for Deductible and Aggregate	\$258,329

Please bind the \$350,000 Deductible Option for the 7/1/2020 to 7/1/2021 Fund Year.

We appreciate your participation. To insure effective, efficient operation of your Pool we must receive payment in full no later than August 1st. A two percent late payment fee will be assessed on all amounts received after that date.

Signed: _____

Title: _____ Date: _____

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Financial Officer _____ Date _____

Attachment: Burke County 2020 Renewal Proposal (3069 : FY 20-21 General Liability/Worker's Comp Insurance Renewal)

Burke County, North Carolina
Agenda Abstract
Meeting Date: June 16, 2020



CONSENT AGENDA

Subject Title: Health Dept. - Child Protection/Child Fatality Teams' Calendar Year 2019 Report

Presented By: Rebecca McLeod

Summary of Information: To comply with the requirements of NCGS 7B-1406, a report from Burke County's Child Protection/Child Fatality Teams will be presented for Calendar Year 2019.

Budgetary Effect: N.A.

County Manager's Recommendation: Approval is recommended.

Suggested Motion: To accept the report from the Burke County Child Protection/Child Fatality Teams for Calendar Year 2019.

2019 Burke County Child Protection Child Fatality Annual Report

For Burke County Board of Health and Burke County Commissioners

I. Introduction

In 1993, the North Carolina General Assembly established a network of local Child Fatality Prevention Teams (CFPT's) across the state to confidentially review medical examiner reports, death certificates and other records of deceased residents under age 18. Each local team consists of representatives of public and nonpublic agencies in the community such as law enforcement, Guardian Ad Litem, health departments, among others, that provide services to children and their families.

The purpose of this report is to give a summary of the causes of death, the number of cases reviewed, recommendations for prevention, if any, that have been made and to share local team activities and accomplishments.

II. Role of the Burke County Commissioners and Board of Health

- Receive annual reports which contain recommendations and advocate for system improvements and needed resources, if requested.
- Appoint members of the local team as identified by the membership.

III. Child Deaths by Cause, System Problems Identified, Recommendations for Prevention & Proposed Action

In 2019, the Burke County CFPT reviewed 9 child deaths and there were no identified system problems. The team did recommend for all agencies to learn and try to implement trauma informed practices when dealing with children and youth in need.

IV. Burke County CFPT Activities and Accomplishments

Examples:

- The annual CFPT Activity Summary was completed and sent by the date requested.
- Individual reports were completed on child deaths reviewed by the team and were forwarded to the State Coordinator.
- Implemented recommendations presented to the Burke CFPT members to initiate more community education for trauma informed practices.
- Participated in two intensive child death reviews and presented information back to the CFPT members when received.
- Purchased and distributed 1,100 magnets for families with infants to educate them on safe sleep practices.
- Purchased six car seats to be distributed to families who cannot afford a seat. These will be installed by certified child passenger safety technicians who will work with community agencies with families in need.
- Collected stickers for parents/caregivers to place on bottom of car seat to identify the child and any medical conditions the child may have. These were distributed to child protective services staff, law enforcement, day care facilities, physician practices, and through Burke County Safe kids.

V. Conclusion

Thank you to the members of the Burke Board of Health/Burke County Commissioners for the opportunity to share with you the successes and dedicated work of the local team as we continue to review child fatalities, make recommendations, and take actions to prevent future child deaths. Please feel free to contact the Health Director, who is the Fatality Chairperson at 828-764-9160, should you have any questions about this report.

Rebecca McLeod

Health Director

Rebecca McLeod

Fatality Chairperson for 2019 and 2020

J. F. Williams

Prevention Chairperson for 2020

5-19-2020

Date

May 2020



700 East Parker Road
 P. O. Drawer 1266
 Morganton, NC 28680-1266
 Telephone (828) 764-9150
 Fax (828) 764-9153

Rebecca McLeod, MPH
 Health Director

MEMORANDUM

TO: Burke County Commissioners/Board of Health
FROM: Rebecca McLeod, Burke County Child Fatality Prevention Team Co-Chairperson
 Kory Fisher-Wellman, Burke County Child Protection Team Co-Chairperson
SUBJECT: Local CFPT Annual Report
DATE: 05/19/2020

The North Carolina Statute, Article 14, 7B-1406 and the CFPT Agreement Addenda with local health departments requires Local Child Fatality Prevention Teams to advocate for system improvements and needed resources where gaps and deficiencies may exist and submit a report annually to their local county commissioners and boards of health.

The purpose of the local CFPTs are to:

- identify deficiencies in the delivery of services to children and families by public agencies;
- make and carry out recommendations for changes that will prevent future child deaths; and
- promote understanding of the causes of child deaths.

Attached is the Burke County CFCPT annual report for your review for calendar year . Please feel free to contact me at 828-764-9160 if you have any questions.

Attachment



“Promoting Health, Protecting the Environment”



Burke County, North Carolina
Agenda Abstract
Meeting Date: June 16, 2020



CONSENT AGENDA

Subject Title: JCPC – Removals, Reappointments and Appointments to the Juvenile Crime Prevention Council

Presented By: AJ Coutu

Summary of Information:

The Juvenile Crime Prevention Council plans for the needs of adjudicated and at-risk youth and assesses the need for delinquency treatment and prevention services in Burke County. As indicated in the following roster, the terms of appointment for several members on the Juvenile Crime Prevention Council end June 30 and some members are interested in being considered for reappointment, some do not.

The following member no longer wishes to serve on the Council:

Seat # 7: DSS, Hillary Biggerstaff

The Council requests the **reappointment** of:

Seat # 6: Mental Health, Tara Conrad

Seat # 9: Sub. Abuse Prof., Joseph Martinez

Seat # 14: Juv. Def. Atty., Brooke Mills

Seat # 15: Chief Dist. Ct. Judge, Clifton Smith

Seat # 19: Parks & Rec., Doug Knight

Seat # 21: At-large, David Bridges

Seat # 24: At-large, Brandon Collins

The Council requests the **appointment** of:

Seat # 7: DSS, Korey Fisher-Wellman

Seat # 13: Student, Mackenzie Pritchard

For informational purposes, the District Attorney does not plan to appoint a member to the Council. Therefore, Seat No. 4, representing the DA's office, will remain vacant. Exceptions to Sec. 2-88 (a & e, membership requirements: residency and length of service) of the Code of Ordinances are requested as needed.

Budgetary Effect: None.

County Manager's Recommendation: Approval is recommended.

Suggested Motions: To remove Hilliary Biggerstaff (Seat No. 7) and thank her for her service to the community.

To reappoint the following members to the JCPC for two (2) year terms ending June 30, 2022: Seat # 6: Mental Health, Tara Conrad, Seat # 9: Sub. Abuse Prof., Joseph Martinez, Seat # 14: Juv. Def. Atty., Brooke Mills, Seat # 15: Chief Dist. Ct. Judge, Clifton Smith, Seat # 19: Parks & Rec., Doug Knight, Seat # 21: At-large, David Bridges, and Seat # 24: At-large, Brandon Collins.

To appoint the DSS Director, Korey Fisher-Wellman, to the JCPC, Seat No. 7, and Mackenzie Pritchard, Seat No. 13, for 2-year terms ending June 30, 2022.

To approve exceptions to Sec. 2-88 (a & e, membership requirements: residency and length of service) of the Code of Ordinances are requested as needed.



BURKE COUNTY APPOINTMENT APPLICATION BOARDS AND COMMITTEES

Name: _____ Date: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: Home: _____ Business: _____

Cell: _____ Email: _____

Occupation: _____

Retired from: _____

How did you hear about this opportunity? _____

Are you currently serving on a county board or committee? Yes No

If so, please identify the board or committee: _____

Community interest and activities:

Do you reside in the extraterritorial area of a municipality? Yes No

List in order of preference the board and/or committee(s) on which you would like to serve.

1. _____
2. _____
3. _____

Most board or committee seats have no special requirement other than being a citizen of Burke County. Do you have special criteria that you would like to be considered for this appointment?

Describe why you are interested in serving on a board or committee. What goals and objectives do you have?

Are you willing to attend board or committee meetings on a regular basis? ___ Yes ___ No

Please disclose any business or personal relationships that may be considered a conflict of interest, if selected to serve on a board or committee:

Remarks: _____
(OPTIONAL)

Signature: Tara Conrad
(ORIGINAL SIGNATURE REQUIRED)
(SIGNING INDICATES AGREEMENT TO ABIDE BY THE BURKE COUNTY CODE OF ETHICS.)

Return to: Burke County
Attn: Clerk to the Board
P.O. Box 219
Morganton NC 28680
Email: kay.draughn@burkenc.org
Phone: 828-764-9354 Fax: 828-764-9352

Attachment: Tara Conrad App (3081 : JCPC – Removals, Reappointments and Appointments to the Juvenile Crime Prevention Council)



**BURKE COUNTY
APPOINTMENT APPLICATION
BOARDS AND COMMITTEES**

Name: Joseph A. Martinez Date: 03/10/2020

Address: 4143 Rocky Road

City: Valdese State: NC Zip: 28690

Telephone: Home: 828-874-0554 Business: 828-669-0011

Cell: 828-337-0487 Email: jmartlaw@aol.com

Occupation: Executive Director - FIRST at Blue Ridge

Retired from: NA

How did you hear about this opportunity? Member for many years

Are you currently serving on a county board or committee? Yes No

If so, please identify the board or committee: JCPC, DSS

Community interest and activities:

Burke Substance Abuse Network

Do you reside in the extraterritorial area of a municipality? Yes No

List in order of preference the board and/or committee(s) on which you would like to serve.

1. JCPC
2. DSS
3. Drug Court

Most board or committee seats have no special requirement other than being a citizen of Burke County. Do you have special criteria that you would like to be considered for this appointment?

In Substance Use Disorder field 30 years.

Law Degree, fully bi-lingual English / Spanish.

Describe why you are interested in serving on a board or committee. What goals and objectives do you have?

Everyone needs to give back. I work in Buncombe and serve there as well. I give back where I work and where I live.

Are you willing to attend board or committee meetings on a regular basis? Yes No

Please disclose any business or personal relationships that may be considered a conflict of interest, if selected to serve on a board or committee:

No conflicts, review yearly and submit no conflict form

Remarks: _____

(OPTIONAL)

Signature: _____

Joseph A. Martinez, J.D., CPSS, Q1

(ORIGINAL SIGNATURE REQUIRED)

(SIGNING INDICATES AGREEMENT TO ABIDE BY THE BURKE COUNTY CODE OF ETHICS.)

Return to:

Burke County
Attn: Clerk to the Board
P.O. Box 219
Morganton NC 28680
Email: kay.draughn@burkenc.org
Phone: 828-764-9354 Fax: 828-764-9352

Attachment: Joseph Martinez App (3081 : JCPC – Removals, Reappointments and Appointments to the Juvenile Crime Prevention Council)

BURKE COUNTY APPOINTMENT APPLICATION BOARDS AND COMMITTEES

Name Brooke Mills Date: April 30, 2020

Address: 3272 Montanya View Cir.

City: Valdese State: NC Zip: 28690

Telephone: Home: _____ Business:

Cell: (210) 332-7956 Email: BROOKEAT@GMAIL.COM

Occupation: Attorney

Retired from:

How did you hear about this opportunity Renewing my seat

Are you currently serving on a county board or committee? Yes
 No

If so, please identify the board or committee:
JCPC

Community interest and
activities:

JCPC, Conflict Resolution Center Board, resident of Burke County, and a court
appointed attorney working in the county.

Attachment: Brooke Mills 2018 Application to Serve on Boards and Committees (PDF) (3081 : JCPC – Removals, Reappointments and

Do you reside in the extraterritorial area of a municipality? _____ Yes
 No

List in order of preference the board and/or committee(s) on which you would like to serve.

1. Juvenile Crime Prevention Council_____
2. _____
3. _____

Most board or committee seats have no special requirement other than being a citizen of Burke County. Do you have special criteria that you would like to be considered for this appointment?

I fill the defense attorney requirement for the Council _____

Revised:
1-26-18

Describe why you are interested in serving on a board or committee. What goals and objectives do you have?

To better understand the process my clients will be subject to and to contribute to my community. _____

Are you willing to attend board or committee meetings on a regular basis? Yes
 No

Please disclose any business or personal relationships that may be considered a conflict of interest, if selected to serve on a board or committee:

I joined the board of the Conflict Resolution Center during my first term on the JCPC. I have previously abstained from votes affecting the CRC _____

Remarks:

_ (OPTIONAL)

Signature: Brooke Mills
(ORIGINAL SIGNATURE REQUIRED) (SIGNING INDICATES AGREEMENT TO ABIDE BY THE BURKE COUNTY CODE OF ETHICS.)

Return to: Burke County

Attn: Clerk to the Board P.O. Box 219
Morganton NC 28680 Email:
kay.draughn@burkenc.org Phone:
828-764-9354 Fax: 828-764-9352

Attachment: Brooke Mills 2018 Application to Serve on Boards and Committees (PDF) (3081 : JCPC – Removals, Reappointments and



**BURKE COUNTY
APPOINTMENT APPLICATION
BOARDS AND COMMITTEES**

Name: Clifton H. Smith Date: 3-16-20

Address: 100 Government Drive, Box K

City: Newton State: NC Zip: 28658

Telephone: Home: _____ Business: _____

Cell: 828-291-2357 Email: clifton.h.smith@nccourts.org

Occupation: District Court Judge

Retired from: _____

How did you hear about this opportunity? _____

Are you currently serving on a county board or committee? Yes No

If so, please identify the board or committee: JCPC

Community interest and activities:

Do you reside in the extraterritorial area of a municipality? Yes No

List in order of preference the board and/or committee(s) on which you would like to serve.

1. JCPC
2. _____
3. _____

Most board or committee seats have no special requirement other than being a citizen of Burke County. Do you have special criteria that you would like to be considered for this appointment?

District Court Judge Representative

Attachment: Clifton Smith App_0001 (3081 : JCPC - Removals, Reappointments and Appointments to the Juvenile Crime Prevention Council)

Describe why you are interested in serving on a board or committee. What goals and objectives do you have?

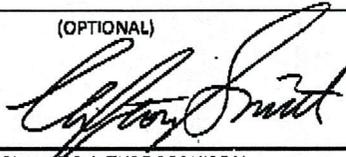
Are you willing to attend board or committee meetings on a regular basis? Yes No

Please disclose any business or personal relationships that may be considered a conflict of interest, if selected to serve on a board or committee:

None

Remarks: _____

(OPTIONAL)



Signature: _____

(ORIGINAL SIGNATURE REQUIRED)

(SIGNING INDICATES AGREEMENT TO ABIDE BY THE BURKE COUNTY CODE OF ETHICS.)

Return to: Burke County
Attn: Clerk to the Board
P.O. Box 219
Morganton NC 28680
Email: kay.draughn@burkenc.org
Phone: 828-764-9354 Fax: 828-764-9352

Attachment: Clifton Smith App_0001 (3081 : JCPC – Removals, Reappointments and Appointments to the Juvenile Crime Prevention Council)



**BURKE COUNTY
APPOINTMENT APPLICATION
BOARDS AND COMMITTEES**

Name: David Bridges Date: 4-27-20

Address: 327 Drexel Rd.

City: Morganton State: N.C. Zip: 28655

Telephone: Home: _____ Business: (828) 437-8380

Cell: (252) 903-6583 Email: preachdafire2@aol.com

Occupation: Pastor

Retired from: _____

How did you hear about this opportunity? _____

Are you currently serving on a county board or committee? Yes No

If so, please identify the board or committee: JCPC

Community interest and activities:

Do you reside in the extraterritorial area of a municipality? Yes No

List in order of preference the board and/or committee(s) on which you would like to serve.

1. JCPC
2. _____
3. _____

Most board or committee seats have no special requirement other than being a citizen of Burke County. Do you have special criteria that you would like to be considered for this appointment?

Revised: 1-26-18

Attachment: David Bridges (3081 : JCPC – Removals, Reappointments and Appointments to the Juvenile Crime Prevention Council)

Describe why you are interested in serving on a board or committee. What goals and objectives do you have?

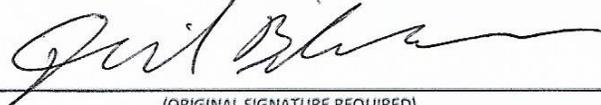
Currently serving

Are you willing to attend board or committee meetings on a regular basis? Yes No

Please disclose any business or personal relationships that may be considered a conflict of interest, if selected to serve on a board or committee:

Remarks: _____

(OPTIONAL)

Signature: 

(ORIGINAL SIGNATURE REQUIRED)

(SIGNING INDICATES AGREEMENT TO ABIDE BY THE BURKE COUNTY CODE OF ETHICS.)

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**BURKE COUNTY
APPOINTMENT APPLICATION
BOARDS AND COMMITTEES**

Name: Doug Knight Date: 3/9/2020

Address: 120 Philip Ave. NE

City: Valdese State: NC Zip: 28690

Telephone: Home: Business: 828-874-6733

Cell: 828-201-5562 Email: dknight@valdesenc.gov

Occupation: Parks & Recreation Director

Retired from: _____

How did you hear about this opportunity? Presently Serving

Are you currently serving on a county board or committee? Yes No

If so, please identify the board or committee: Parks & Recreation Commission, JCPC

Community interest and activities:
See prior Application

Do you reside in the extraterritorial area of a municipality? Yes No

List in order of preference the board and/or committee(s) on which you would like to serve.

1. JCPC
2. Parks & Recreation Commission
3. _____

Most board or committee seats have no special requirement other than being a citizen of Burke County. Do you have special criteria that you would like to be considered for this appointment?

No

Describe why you are interested in serving on a board or committee. What goals and objectives do you have?

Have been serving and wish to continue

Are you willing to attend board or committee meetings on a regular basis? Yes No

Please disclose any business or personal relationships that may be considered a conflict of interest, if selected to serve on a board or committee:

None

Remarks: _____
(OPTIONAL)

Signature: 
(ORIGINAL SIGNATURE REQUIRED)
(SIGNING INDICATES AGREEMENT TO ABIDE BY THE BURKE COUNTY CODE OF ETHICS.)

Return to: Burke County
Attn: Clerk to the Board
P.O. Box 219
Morganton NC 28680
Email: kay.draughn@burkenc.org
Phone: 828-764-9354 Fax: 828-764-9352

Attachment: Doug Knight (3081 : JCPC – Removals, Reappointments and Appointments to the Juvenile Crime Prevention Council)



**BURKE COUNTY
APPOINTMENT APPLICATION
BOARDS AND COMMITTEES**

Name: Korey Fisher-Wellman Date: 3/11/2020

Address: 2706 25th Street NE

City: Hickory State: NC Zip: 28601

Telephone: Home: _____ Business: 828-764-9610

Cell: 828-381-1549 Email: Kfwellman@burkenc.org

Occupation: County DSS Director

Retired from: _____

How did you hear about this opportunity? _____

Are you currently serving on a county board or committee? Yes No

If so, please identify the board or committee: CCPT

Community interest and activities:

Do you reside in the extraterritorial area of a municipality? Yes No

List in order of preference the board and/or committee(s) on which you would like to serve.

1. JCPC
2. _____
3. _____

Most board or committee seats have no special requirement other than being a citizen of Burke County. Do you have special criteria that you would like to be considered for this appointment?

No

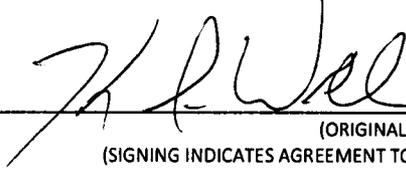
Describe why you are interested in serving on a board or committee. What goals and objectives do you have?

Helping to ensure community agencies as well as service providers are able to work together to meet the needs of the community.

Are you willing to attend board or committee meetings on a regular basis? Yes No

Please disclose any business or personal relationships that may be considered a conflict of interest, if selected to serve on a board or committee:

Remarks: _____
(OPTIONAL)

Signature:  _____
(ORIGINAL SIGNATURE REQUIRED)
(SIGNING INDICATES AGREEMENT TO ABIDE BY THE BURKE COUNTY CODE OF ETHICS.)

Return to: Burke County
Attn: Clerk to the Board
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Morganton NC 28680
Email: kay.draughn@burkenc.org
Phone: 828-764-9354 Fax: 828-764-9352



**BURKE COUNTY
APPOINTMENT APPLICATION
BOARDS AND COMMITTEES**

Name: Mackenzie Pritchard Date: Feb. 14, 2020

Address: PO Box 979

City: Rutherford College State: NC Zip: 28671

Telephone: Home: 828-446-3180 Business: N/A

Cell: 828-726-7135 Email: kenziera9087@gmail.com

Occupation: Student @ Jimmy C. Draughn High School

Retired from: N/A

How did you hear about this opportunity? 4-H

Are you currently serving on a county board or committee? ___ Yes No

If so, please identify the board or committee: N/A

Community interest and activities:

4-H Club and Council, Church Youth, Anchor Club,
Band, Majorette, TRI-M, National Honor Society

Do you reside in the extraterritorial area of a municipality? ___ Yes ___ No

List in order of preference the board and/or committee(s) on which you would like to serve.

1. JCPC, Youth Rep.
2. _____
3. _____

Most board or committee seats have no special requirement other than being a citizen of Burke County. Do you have special criteria that you would like to be considered for this appointment?

Revised: 1-26-18

Attachment: Mackenzie Pritchard student application (3081 : JCPC – Removals, Reappointments and Appointments to the Juvenile Crime

Describe why you are interested in serving on a board or committee. What goals and objectives do you have?

It is my desire to pursue a law degree. I enjoy serving the community.

Are you willing to attend board or committee meetings on a regular basis? Yes No

Please disclose any business or personal relationships that may be considered a conflict of interest, if selected to serve on a board or committee:

Mother-(Burke County 4-H Agent) serves on JCPC

Remarks: _____
(OPTIONAL)

Signature: *Mackenzie Pritchard*
(ORIGINAL SIGNATURE REQUIRED)
(SIGNING INDICATES AGREEMENT TO ABIDE BY THE BURKE COUNTY CODE OF ETHICS.)

Return to: Burke County
Attn: Clerk to the Board
P.O. Box 219
Morganton NC 28680
Email: kay.draughn@burkenc.org
Phone: 828-764-9354 Fax: 828-764-9352

Attachment: Mackenzie Pritchard student application (3081 : JCPC – Removals, Reappointments and Appointments to the Juvenile Crime



**BURKE COUNTY
APPOINTMENT APPLICATION
BOARDS AND COMMITTEES**

Name: Brandon Collins Date: 4/13/20

Address: 1512 Ferngully Dr.

City: Morganton State: NC Zip: 28655

Telephone: Home: _____ Business: _____

Cell: (828)443-0897 Email: brandon.collins@ncdps.gov

Occupation: Juvenile Court Counselor Supervisor

Retired from: N/A

How did you hear about this opportunity? currently serving on board

Are you currently serving on a county board or committee? Yes No

If so, please identify the board or committee: Juvenile Crime Prevention Council

Community interest and activities:

Do you reside in the extraterritorial area of a municipality? Yes No

List in order of preference the board and/or committee(s) on which you would like to serve.

1. Juvenile Crime Prevention Council
2. _____
3. _____

Most board or committee seats have no special requirement other than being a citizen of Burke County. Do you have special criteria that you would like to be considered for this appointment?

I have worked for Juvenile Justice for 14 years, for programs that work with at-risk youth an additional 5 years

Describe why you are interested in serving on a board or committee. What goals and objectives do you have?

I have worked with at-risk youth for almost 20 years. I am interested in continuing to serve on the JCPC to continue that work.

Are you willing to attend board or committee meetings on a regular basis? Yes No

Please disclose any business or personal relationships that may be considered a conflict of interest, if selected to serve on a board or committee:

N/A

Remarks: _____

(OPTIONAL)

Signature: Brandon Collins

(ORIGINAL SIGNATURE REQUIRED)

(SIGNING INDICATES AGREEMENT TO ABIDE BY THE BURKE COUNTY CODE OF ETHICS.)

Return to: Burke County
Attn: Clerk to the Board
P.O. Box 219
Morganton NC 28680
Email: kay.draughn@burkenc.org
Phone: 828-764-9354 Fax: 828-764-9352

**Juvenile Crime Prevention Council
24-Members
2-Year Terms
General Statute: 143B-846**

Seat No.	Position	Name-Address		Term
1	School Superintendent or Designee	Mike Swan 3324 Eastwood Avenue Morganton NC 28655	A-UT	8/15/2017
			R	6/19/2018
			R	6/18/2019
			TE	6/30/2021
2	Police Chief or Designee	Ryan Lander 304 S. College Street Morganton NC 28655	A	8/18/2015
			R	6/20/2017
			R	6/18/2019
			TE	6/30/2021
3	Sheriff	Steve Whisenant 150 Government Drive Morganton NC 28655	A	6/21/2011
			R	6/30/2013
			R	6/16/2015
			R	6/20/2017
			R	6/18/2019
TE	6/30/2021			
4	D. Attorney or Designee	DA Declined to Participate	TE	6/30/2017
5	Chief Court Counselor or Designee	Ronn Abernathy P.O. Box 728 Newton NC 28658	R	6/21/2011
			R	6/30/2013
			R	6/16/2015
			R	6/20/2017
			R	6/18/2019
TE	6/30/2021			
6	Mental Health or Designee	Tara Conrad 414 Alexander Avenue Morganton NC 28655	A	6/21/2016
			R	6/19/2018
			TE	6/30/2020
7	Director of Social Services or Designee	Hillary Biggerstaff 700 E. Parker Road	A	6/20/2017
			R	6/18/2019

		Morganton NC 28655	TE	6/30/2021
8	County Mgr. or Designee	Jennifer Forney 300 Latimer Lane Morganton NC 28655	A-UT R R TE	6/16/2015 6/20/2017 6/18/2019 6/30/2021
9	Substance Abuse Prof.	Joseph Martinez 4143 Rocky Road Valdese, NC 28690	R R R R TE	8/3/2010 5/15/2012 6/17/2014 6/21/2016 6/19/2018 6/30/2020
10	Member of Faith	Rev. Jasper Hemphill P.O. Box 3481 Morganton NC 28680	A R R R TE	8/20/2013 6/16/2015 6/20/2017 6/18/2019 6/30/2021
11	Commissioner	Maynard Taylor 3095 Taylor Avenue Connelly Springs NC 28612	A R R TE	Dec-17 12/1/2018 12/1/2019 12/1/2020
12	Student < 18	Willow Conrad	A TE	6/18/2019 6/30/2021
13	Student < 18		A TE	6/30/2020
14	Juvenile Def. Attorney	Brooke Mills 3272 Montanya View Circle Valdese NC 28690	A TE	6/19/2018 6/30/2020
15	Chief Dist. Court Judge or Designee	Clifton H. Smith 111 Main Avenue NE Hickory NC 28601	A R R	6/17/2014 6/21/2016 6/19/2018

			TE	6/30/2020
16	Member of Business Community	Doug Hartjes 303 Riverwalk Drive Connelly Springs NC 28612	A-UT R TE	9/18/2018 6/18/2019 6/30/2021
17	Health Director or Designee	Rebecca McLeod 292 19th Ave. Circle NE Hickory NC 28601	A-UT R R R TE	8/21/2012 6/30/2013 6/16/2015 6/20/2017 6/18/2019 6/30/2021
18	United Way or Nonprofit	Vacant	A A TE	6/30/2020
19	Parks and Recreation	Doug Knight 120 Philip Avenue NE Valdese NC 28690	A R R TE	10/20/2015 6/21/2016 6/19/2018 6/30/2020
20	At Large (Up to 7 Appt by BOC)	Steven Moody 116 Wilson Street Morganton NC 28655	R R R R TE	6/21/2011 6/30/2013 6/16/2015 6/20/2017 6/18/2019 6/30/2021
21	At Large (Up to 7 Appt by BOC)	David Bridges 327 Drexel Road Morganton NC 28655	A-UT R TE	12/19/2017 6/19/2018 6/30/2020
22	At Large (Up to 7 Appt by BOC)	Nicki Carpenter 130 Ammons Drive, Suite 2 Morganton NC 28655	A R TE	6/18/2019 6/30/2021

23	At Large (Up to 7 Appt by BOC)	Dorian Palmer 109 Douglas Drive Morganton NC 28655	A-UT R TE	10/15/2019 6/30/2021
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24	At-Large (Up to 7 Appt by BOC)	Brandon Collins 1512 Ferngully Drive Morganton NC 28655	A TE	6/19/2018 6/30/2020
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A=Appointment
 R=Reappointment
 A-UT=Appointed to Complete Unexpired Term
 TE=Term Expires

JCPC meets on 2nd Wednesdays at 7:45 am at the Collett Street Recreation Center.

Burke County, North Carolina
Agenda Abstract
Meeting Date: June 16, 2020



CONSENT AGENDA

**Subject Title: PBHM - Partners Behavioral Health Management Mental Health Report for
Period Ending March 31, 2020**

Presented By: Katie Varnadoe

Summary of Information: Katie Varnadoe, Regional Director of Community Operations for Partners Behavioral Health Management, will provide a report on Partners' activities for the period ending March 31, 2020.

Budgetary Effect: N.A.

County Manager's Recommendation: N.A.

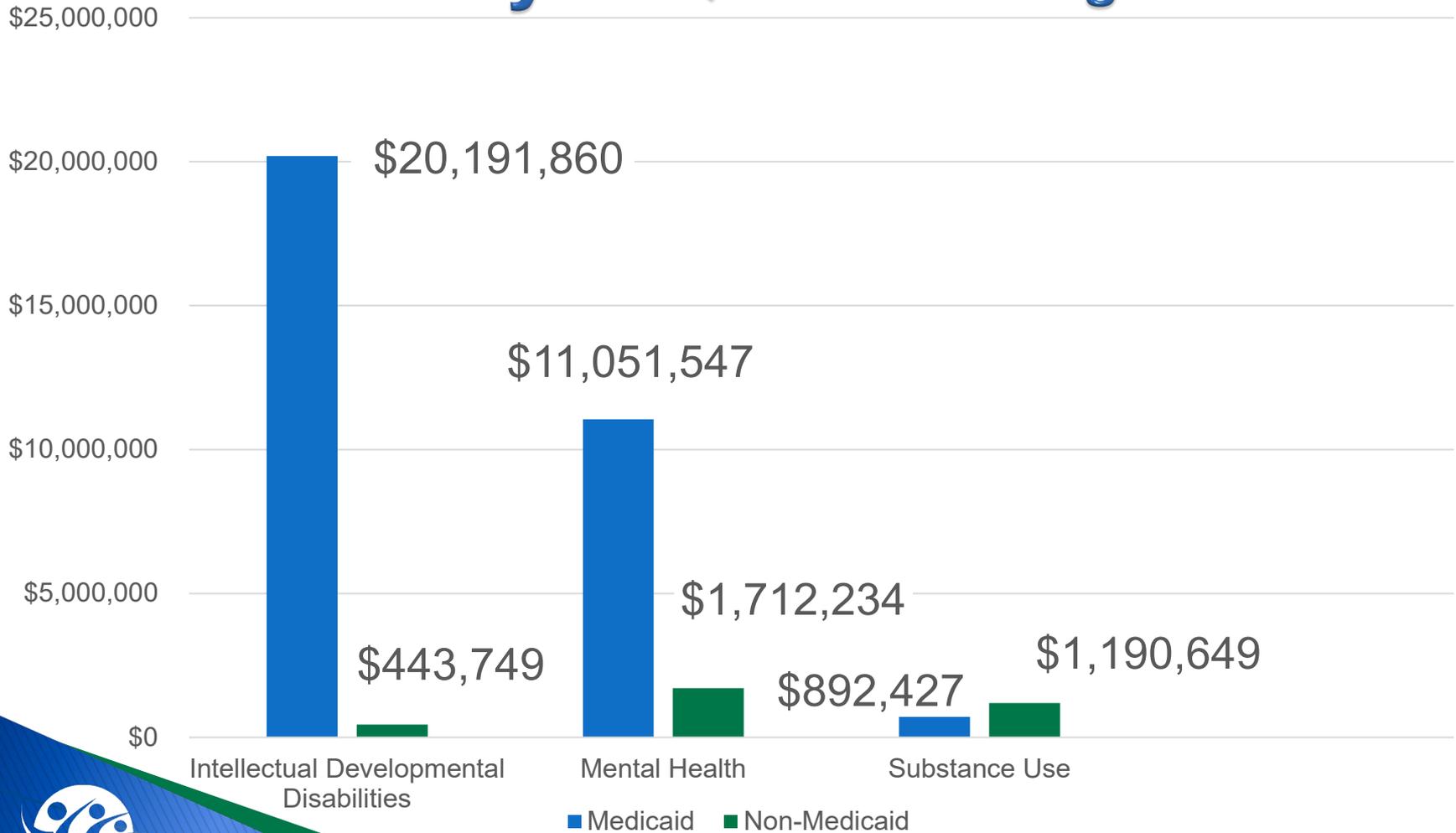
Suggested Motion: To accept the report as presented.



Burke County Reporting

Katie M. Varnadoe, MBA, Ed.D.
Regional Director of Community Operations
kvarnadoe@partnersbhm.org

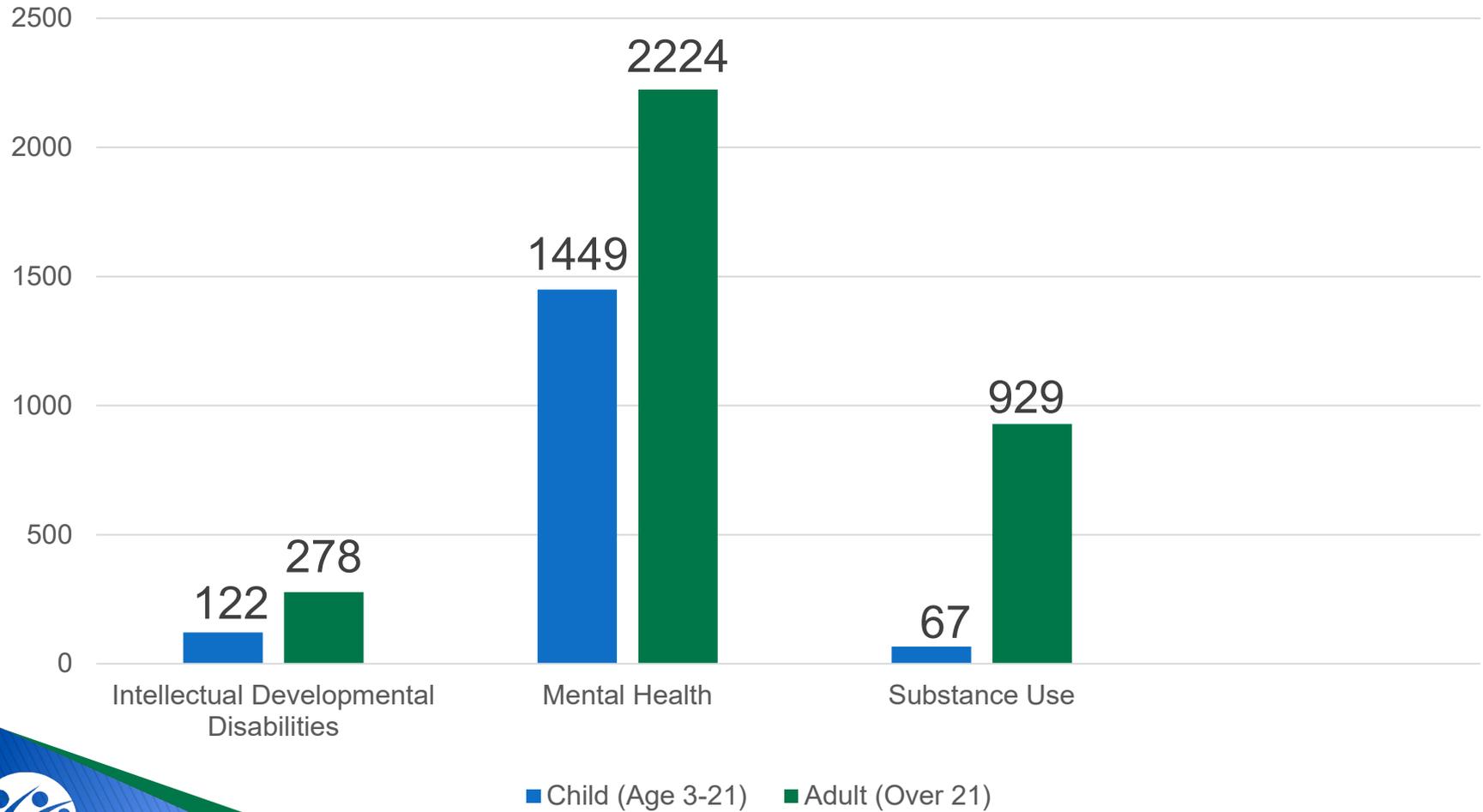
Cost of Persons Served by Disability 3rd Quarter ending 3/31/20



Attachment: PBHM Burke Co. BOC presentation March. 2020 updated (3084 : PBHM

Persons Served by Disability

3rd Quarter ending 3/31/20



Attachment: PBHM Burke Co. BOC presentation March. 2020 updated (3084 : PBHM



Outcomes Related to County Expenditures

3rd Quarter Reporting

Service Category	Provider of Service	Impact
Director & SOAR position	Burke Integrated Care	731 individuals served through Burke Integrated Health; 51 SOAR applicants, 8 connected to benefits
MH/SU services in jail	CVBH	192 receiving treatment while in jail
Psychiatric support	CVBH	792 patient visits
MORES Program	CVBH	3 families
Embedded therapist @ DSS	A Caring Alternative	30 individuals
Psychiatric Services	Blue Ridge Healthcare	8 individuals

Outcomes Related to County Expenditures

Service Category	Provider of Service	Impact
Housing	Various	3 individuals
Consumer Reserves	Various	None at this time
System of Care community collaboratives	Multiple providers & stakeholders	1 community event Burke Recovery Rally
Psychiatric support/medication	Good Samaritan Clinic	207 patients served
NAMI support groups	NAMI	None at this time

Attachment: PBHM Burke Co. BOC presentation March. 2020 updated (3084 : PBHM





Questions?

Burke County, North Carolina
Agenda Abstract
Meeting Date: June 16, 2020



CONSENT AGENDA

Subject Title: Tax Dept. - Tax Collection Report for May 2020

Presented By: Danny Isenhour

Summary of Information: The Board of Commissioners is presented with the Tax Collection Report for the period between July 1, 2019 and May 31, 2020. It reflects the status of collections by the Burke County Tax Collection's Staff. Included is the status comparing Collections to Levy and comparing Collections to Budget. Levy information is for Property Tax only and does not include the Vehicle Tax.

The information below is comparing Tax Collections to the Tax Levy. Tax Levy is the total taxable property value times the tax rate. The levy changes monthly with the addition of discoveries, other changes or corrections and when Public Utility values are added.

Category	Tax Levy	Amount Collected YTD	Balance to Collect	% Collected
Property Tax	\$44,876,918.00	\$43,937,298.32	\$939,620.02	97.91%

The information below is comparing Tax Collections for Property Tax and Motor Vehicle Tax to the Annual Budget. This information is a supplement to the Annual Settlement Report.

Category	Annual Budget	Amount Collected YTD	Balance to Collect	% Collected
Current Year Taxes	\$48,070,000.00	\$48,436,182.32	(\$366,182.32)	100.76%
Delinquent Taxes	\$650,000.00	\$745,033.51	(\$95,033.51)	114.62%
Late List Penalty	\$250,000.00	\$361,906.07	(\$111,906.07)	144.76%

These two items below make up the current year taxes above.

Category	Annual Budget	Amount Collected YTD	Balance to Collect	% Collected
Property Tax	\$43,470,000.00	\$43,937,298.32	(\$467,298.32)	101.70%
Motor Vehicle Tax	\$4,600,000.00	\$4,498,884.00	\$101,116.00	97.80%

Budgetary Effect: None.

County Manager's Recommendation: Approval is recommended.

Suggested Motion: To accept the Tax Collection Report for May 2020 as presented.

Burke County, North Carolina
Agenda Abstract
Meeting Date: June 16, 2020



CONSENT AGENDA

Subject Title: Tax Dept. - Release Refund Report for May 2020

Presented By: Danny Isenhour

Summary of Information: Releases in value and/or refunds of taxes typically occur when:

- Taxpayers submit information that creates a reduction in value.
- Situs is corrected between counties and/or municipalities.
- Valuation appeals reduce the value for real or personal property.
- The postmark reveals a payment was timely sent.

The Board of Commissioners is presented with the following list of releases and refunds for consideration. The Net Release is a result of the Report Amount minus the Rebilled Amount.

Tax System Refunds and Releases				
	Report Amount	Rebilled Amount	Net Release	Refund Amount
Releases (TR-304)	\$34.47	\$0.00	\$34.47	\$0.00

VTS Refunds Over \$100	
	Refund Amount
VTS Adjustments	\$0.00

*Note: The net loss amount is a result of the report amount minus the rebilled amount.

**Note: The closure of County Offices and the Stay-In-Place order may have contributed to the lower than usual releases and refunds.

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount
TAX DISTRICT: BURKE COUNTY RELEASE REASON: Sold/Traded								
0024025859-2019-2019-0000-00-REG	LAIL, PHILIP GREGORY	7/1/2019	CONNIE HOLDER	5/21/2020	34.47	34.47	0.00	0.00
Subtotal						34.47	0.00	0.00
Total						34.47	0.00	0.00
Net Release Amount							34.47	

Budgetary Effect: None.

County Manager's Recommendation: Approval is recommended.

Suggested Motion: To approve the Tax Releases and Refunds for May 2020 as presented.

Burke County, North Carolina
Agenda Abstract
Meeting Date: June 16, 2020



ITEMS FOR DECISION

Subject Title: CA - Place Holder Lease Amendment - Historic Courthouse Square - Morganton

Presented By: J. R. Simpson

Summary of Information: A portion of Morganton's new planned amphitheater will encroach onto county-owned property that is leased to the City of Morganton. The County Attorney will review a proposed lease amendment for the historic courthouse square property at the regular meeting. The lease amendment was not available at the time of agenda distribution.

Budgetary Effect: TBD

County Manager's Recommendation: TBD

Suggested Motion: TBD

Burke County, North Carolina
Agenda Abstract
Meeting Date: June 16, 2020



REPORTS AND COMMENTS

Subject Title: BOC - Reports & Comments

Presented By: Johnnie W. Carswell

Summary of Information: Reports and comments from Commissioners and staff will be accepted at this time.

Budgetary Effect: NA

County Manager's Recommendation: NA

Suggested Motion: NA

April 1, 2020

BURKE COUNTY BOARD OF HEALTH REGULAR MEETING

The Burke County Board of Health met in regular session on Wednesday, April 1, 2020, at 5:00 p.m. The meeting was held via Cisco WebEx in the Conference Room of the 911 Communication Center located at 650 Kirksey Drive in Morganton, North Carolina. Members present were:

PRESENT:

Susan Bingham- Chair
Sam Kim
Johnny Carswell
Adriana Morris
Dr. Anthony Frank, Jr
Melinda Zimmerman
Isaac Crouch
Dr. Thomas Wallrichs
Dr. Nicholas Thomas

ABSENT:

Carol Ervin Largent-Vice Chair
Connie Stines

ALSO, PRESENT:

Rebecca McLeod, Health Director
Missy Estep, Administrative Assistant III
Valerie Kelly, Director of Nursing – Health Department

CALL TO ORDER

Susan Bingham called the meeting to order at 5:00 pm.

APPROVAL OF AGENDA

Dr. Nicholas Thomas made the motion to approve the agenda, with no additions or corrections it stands approved.

APPROVAL OF THE MINUTES FROM February 26th, 2020

Sam King made the motion to approve the minutes from the February 26th, meeting. Dr. Nicholas Thomas seconded the motion with no additions or corrections.

PUBLIC COMMENTS

There was no one present to address the Board.

NEW BUSINESS

Rebecca welcomed and introduced our two (2) new board members. Dr. Anthony Frank and Isaac Crouch. Isaac will be filling the Optometrist seat until we find one. Dr. Frank is replacing Dr. Michael Gould. Both members were sworn in prior to the meeting. Rebecca asked if Isaac would like to say anything to the board.

April 1, 2020

Isaac grew up in Burke County and operates Simply Green Recycling in Morganton. He also works for Foothills Conservancy. He is excited to be here and help anyway he can.

PRESENTATIONS

There were no presentations.

BOARD DISCUSSION ITEMS

COVID-19 Information

Rebecca informed the Board that since the last Board meeting in February that COVID-19 is here. Since February we have been monitoring cases. We have been meeting and planning with our community partners. The Emergency Operation Center went live on March 17th, 2020 where we are working as a unified command. The Command Staff meets daily at 3:00 pm to discuss the operational period which is determined for the week. The group discusses objectives to see where we are in the county. Lisa Moore, Public Information Officer, has been working hard to keep information on the County Website, Facebook, and Morganton News Herald. The Emergency Operation Center has a staff of nine (9) county employees from DSS, Health Department, EMS, Finance, and Emergency Management. We continue to push guidance out daily to the local providers and hospital. We have also been working and following up on all positive cases and close contacts. The staff at the Health Department has been working long hours. Valerie informed the board that we have been doing a lot of testing. She also informed the board that the guidelines for testing changes daily on how and who to test. The patient must meet the criteria to be tested. We are also testing Long Term Care Facilities, Health Care Workers, Law Enforcement, Fireman, and people who work in congregate settings. Residents who are over the age of 65 years old with underlying conditions are also a top priority. The hospital has also been referring to the Health Department for the majority of the testing if they meet the criteria. Some private practices are testing as well. Valerie also said that the guidelines change daily on testing.

BOARD DECISION ITEMS

Fee Schedule for FY 21

Rebecca stated that every year the Management Team looks at our service lines, pricing, and costs for supplies and equipment to determine if any changes are needed for Clinical and Environmental Health Services. We also look at the 340B program for Family Planning. With the 340B program we can only charge the acquisition price. After review of all items, staff's recommendations are to only change the 340B prices below which we are required to do by Title X Guidelines.

Family Planning 340B Pricing Program

<u>Description</u>	<u>CODES</u>	Current Price (FY20)	New Price (FY21)
ParaGard (IUD)	J7300	\$245.00	\$256.00
Mirena (IUD)	J7298	\$314.00	\$297.00
Nexplanon	J7307	\$399.00	\$391.00
Birth Control Pills	S4993	\$2.00	\$2.00
Depo Shot	J1050	\$19.50	\$19.50

April 1, 2020

All other prices both for clinical and environmental health will remain the same after examination of all prices and determining that the cost of service has not increased. These will be the only price changes presented to the Commissioner's with our 2020-2021 budget for approval.

Motion: To approve the proposed 340B changes to the Fee Schedules for FY21

RESULT: APPROVED (UNANIMOUS)

MOVER: Melinda Zimmerman

SECONDER: Sam King

AYES: Susan Bingham, Adriana Morris, Dr. Thomas Wallrichs, Isaac Crouch, Dr. Nichols Thomas, and Dr. Anthony Frank, Jr.

ABSTAIN: Johnnie Carswell

ABSENT: Carol Ervin Largent and Connie Stines

Addition of a Telemedicine for Primary Care

One recommendation from the State, since we are a safety net provider as Public Health and we cannot close, we are required to provide the essential services that are in our deliverables. They are asking that we go to Telemedicine, and to also limit the number of people who come in the building. We are in the process of pricing for our electronic health record for the ability to do telemedicine in the Primary Care clinic. The set up for the service is free of charge but CURE MD charges \$149.00 per provider per month. We are wanting to charge a minimum of \$50.00 dollars, but it will slide to zero for uninsured patients. Rebecca asked Commissioner Carswell if we needed to have this approved by the Commissioners. It will be added to the agenda for the Commissioners

Motion: To approve the addition of a Telemedicine for Primary Care

RESULT: APPROVED (UNANIMOUS)

MOVER: Sam King

SECONDER: Melinda Zimmerman

AYES: Susan Bingham, Adrienne Morris, Dr. Thomas Wallrichs, Isaac Crouch, Dr. Nicholas Thomas, and Dr. Anthony Frank, Jr.

Abstain: Johnnie Carswell

ABSENT: Carol Ervin Largent and Connie Stines

COVID-19 Supplemental Funding Survey

Rebecca informed the Board that on March 6, 2020, the President signed into law the Coronavirus Preparedness and Response Supplemental Appropriations Act, 2020. This act provides funding to prevent, prepare for, and respond to Coronavirus Disease. The Health Department has the opportunity to apply for money from the state. We were required to fill out a survey that consists of the following information: Number of Full-Time Employees, Estimate for Full-Time Employee Salary/Fringe, Estimate for Equipment Costs, Estimate for Cost of Supplies, and Estimate for In-State Travel. Since all our employees are considered essential. The state has allocated a certain amount of money that we may be able to draw down to help with the cost. Rebecca is asking that the Board approve the money if we receive the extra funding. The Commissioners will also need to approve the funding.

April 1, 2020

Motion: To approve the COVID-19 Supplemental Funding Survey

RESULT: APPROVED (UNANIMOUS)

MOVER: Melinda Zimmerman

SECONDER: Isaac Crouch

AYES: Susan Bingham, Adrienne Morris, Dr. Thomas Wallrichs, Isaac Crouch, Dr. Nicholas Thomas, Melinda Zimmerman, Isaac Crouch, and Dr. Anthony Frank, Jr.

Abstain: Johnnie Carswell

ABSENT: Carol Ervin Largent and Connie Stines

Board of Health Annual Policy Review and Approval

The following policies were presented by Rebecca McLeod for annual review and Board of Health approval.

- a) DHHS Title VI- no changes
- b) Media Communications Policy-no changes
- c) Non-Discrimination Policy-no changes
- d) Cultural Diversity and Sensitivity Policy-no changes

Motion: To approve the four (4) above mentioned Board of Health annual policies as written with no changes

RESULT: APPROVED (UNANIMOUS)

MOVER: Melinda Zimmerman

SECONDER: Isaac Crouch

AYES: Susan Bingham, Adrienne Morris, Dr. Thomas Wallrichs, Isaac Crouch, Dr. Nicholas Thomas, and Dr. Anthony Frank, Jr.

ABSENT: Connie Stines and Carol Ervin Largent

HEALTH DIRECTOR'S COMMENTS

Rebecca introduced Mike Willis, Emergency Management Director, for Burke County. Mike shared with the Board that we all have been working hard. As a Unified Command Staff, we are making a lot of plans and strides in what we are doing. We are also looking long range. We are following the Emergency Operations Plan. Mike said he feels like we will be in good shape through the pandemic. Our county is unique because we all work well together as a team. Rebecca also thanked Dr. Frank for all the support from the hospital staff. Dr. Frank also thanked Rebecca and Mike for all their hard work. Commissioner Johnny Carswell said that Burke County could not ask for a better Emergency Management and Public Health Team. Commissioner Carswell also said all residents needed to be following the Executive Order and stay at home.

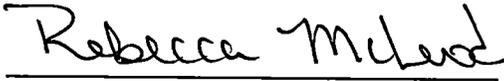
April 1, 2020

ADJOURN

With no further business to come before the Board, Chairman Susan Bingham, adjourned the meeting at 5:45 pm. Approved this the 1st, day of April 2020.


Susan Bingham, Chairman
Burke County Board of Health

Attest:


Rebecca McLeod, Health Director
Burke County Health Department

Attachment: Signed Board of Health Minutes April 2020 (3087 : BOC Reports & Comments)



Memorandum

Date June 8, 2020

To: Bryan Steen
County Manager

Lance Riddle
Executive Assistant to the County Manager/Deputy Clerk

cc: Hope Hopkins, BDI
Alan Wood, BDI

From: Brian Kvam, PG, Senior Principal

RE: **Burke County Brownfield Program Update**

Cardno

1812 Lincoln St.
Suite 301
Columbia, SC 29201
USA

Phone: +1 803 929 6060

www.cardno.com

-
- The county is in the final year of the brownfield grant (Cooperative Agreement BF-00D61017-0) awarded in 2017. All funds have been expended to date and closeout procedures have been initiated and are on-going. We anticipate completing the closeout of the grant by September 30, 2020. The required due date for grant closeout is December 30, 2020.
 - The majority of grant funds were sent of two sites in the county; the former Drexel 3 & 5 Site in Morganton and the former Drexel 1 Site in Drexel. Extensive Phase II Environmental Site Assessments (ESAs) were completed at both properties.
 - Cleanup planning was conducted at the former Drexel 3 & 5 site in order to help determine the size of the remaining underground storage tank (UST) as well as an estimated cost for removal.
 - The grant also funded an application for a Brownfield Agreement (BFA) with the NCDEQ Brownfield Program for the former Drexel 1 site. Additional site survey, cleanup planning, and the development of an Analysis of Brownfields Cleanup Alternatives (ABCA) were also completed with funds from the grant. Using the BFA and ABCA as a platform, the Town of Drexel submitted cleanup grant applications to EPA in both FY19 and FY20 grant cycles (per statute, grant funds were not used in the development of the grant application). Unfortunately, the application has been just shy of funding both years. The Town will continue to pursue a cleanup grant to help with preparing the site for future redevelopment.
 - While funds from the grant were not directly used, an innovative drone survey approach was utilized to help better quantify the amount of debris material strewn across the former Drexel 1 site. BDI expended some of their own funds for the drone flight and data reduction.

Attachment: Brownfield EPA Grant MEMO-Update-Jun2020_BurkeCounty (3087 : BOC Reports & Comments)

**May 2020 Report****Intake:****Cats: 64****Dogs: 44**

Adopted (includes transferring to rescue)

Cats: 10

Dogs: 25

Return to Owner:

Cats: 1

Dogs: 17

Euthanized:

Cats: 8

Dogs: 5

Live Release Rate:**Cats: 57%****Dogs: 89%****Our goal is to achieve a 90% live release rate**

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 Tuesday, March 24, 2020
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Marla Thompson	Long View
Keith Warren	Sawmills
Malla Vue	Appointed
Casey Pope	Appointed

Guests/Others Present:

Donald Duncan, Conover, Call-in
 Todd Herms, Maiden, Call-in
 Sherri Bradshaw, Drexel, Call-in
 Logan Shook, Hildebran, Call-in
 Chase Winebarger, Call-in
 Scott Hildebrand, Call-in
 Barbara Harmon, Call-in
 Erica Brown, Martin Starnes and Associates, Call-in

WPCOG Staff Present:

Anthony Starr, Executive Director, In-person at WPCOG
 Sherry Long, Assistant Executive Director, In-person at WPCOG
 Ashley Bolick, Director of Administrative Services and Human Resources, In-person at WPCOG
 Andrea Roper, Finance Director, In-person at WPCOG
 Stephanie Hanvey, Regional Housing Director, In-person at WPCOG

Call to Order/Welcome and Roll Call

A regular meeting of the WPCOG Policy Board was called to order at 6:05 pm by Chair Bob Floyd. Chair Floyd thanked the board for their flexibility in dealing with meeting changes due to COVID-19. Chair Floyd asked the board clerk for a roll call. The roll call was completed and names recorded for the meeting minutes.

Minutes of Previous Meeting

Minutes of the previous meeting were considered. Mr. Joie Fulbright made a motion to approve the minutes from the January 28, 2020 meeting and Ms. Jill Patton offered a second. The motion passed unanimously.

Unfinished Business/Reports

There was no unfinished business.

New Business

Recognition of New Board Member

Chair Floyd welcomed Mr. Chris Jernigan, Morganton City Council member, to his first Policy Board Meeting. Mr. Jernigan is the newly appointed City of Morganton delegate.

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FY 19 Audit Presentation

Ms. Erica Brown, Partner with independent auditing firm, Martin Starnes & Associates, CPAs, P.A, presented a report to the Board regarding the financial audit of the Western Piedmont Council of Governments for the fiscal year ending June 30, 2019. The audit is required by State Law and various regulation of funding entities.

Ms. Brown reported a clean unmodified opinion and thanked the WPCOG Finance Director and staff for their cooperation during this first year audit with MSA. The total ending General Fund balance as of June 30, 2018 was \$2,459,003. This is a \$466,966 increase over the 2018 General Fund balance.

Ms. Brown offered other general highlights on the WIOA Special Revenue Fund, The Aging Special Revenue Fund and Section 8 Special Revenue Fund. Other points made by Ms. Brown include the building generator project that was completed and a \$20,000 increase in the OPEB Pension Trust.

Previous audit did not report on four agency funds that will now be reported in WPCOG's audit.

- Future Forward with a balance of \$149,842
- Sister Cities with a balance of \$27,115
- SE4A with a balance of \$3,840
- NC4A with a balance of \$9,454

Mr. Chip Black asked if these agency funds could be dissolved or if they are active. Mr. Anthony Starr answered that three of the four funds are active.

Mr. Jerry Hodge made a motion that the Policy Board accept the audit report as presented. Ms. Jill Patton offered a second. The motion passed unanimously.

5th Amendment of the 2019-2020 Budget

Ms. Andrea Roper, Director of Finance, discussed the 5th Amendment of the 2019-2020 Budget reflecting a total budget of \$20,362,892 and an operating budget of \$7,578,685 which represents a decrease of the total budget from the January 28, 2020 budget amendment of \$443,279.

Highlights of the 5th Amendment of the 2019-2020 Budget include:

- General Government increased \$30,000 due to additional annual meeting revenues and anticipated expenses.
- An increase of \$245,302 in Transportation due to the Burke Transit project.
- Environmental Protection increased by \$10,804 due to additional revenue for the 319 Septic Tank project and additional funds being used for stormwater projects.
- Community Development increased \$29,659 due to an increase in staff time on several projects.
- A decrease of \$15,895 in Economic Development due to reduced contract amounts for two projects.
- Regional Public Housing increased \$30,028 due to additional funding from ARC and the addition of a new position for the Envision Center.
- Aging decreased \$142,638 due to the NC4A and SE4A funds being transferred to an agency fund.
- Fund Balance Appropriated and Prior Year Indirect Funds increased \$12,907 and \$25,475, respectfully, due to several capital outlay expenses for the facility.

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- Salaries decreased \$13,953 due to compensated absence expense increasing and personnel changes.
- Contractual increased \$253,500, mainly due to the Burke Transit monthly expense to the Western Piedmont Regional Transit Authority.
- Maintenance/Equipment decreased \$49,000 to better reflect anticipated expenses.
- Annual Meeting increased \$18,000 to account for anticipated expenses.
- Capital Outlay increased \$50,000 due to several needed facility repairs/updates.
- Contingency decreased by \$193,790 to allocate funds to for current year expenses and for anticipated expenses next fiscal year, increasing Reserve for Future Use by \$112,112.
- OPEB increased \$62,109 due to the allocation of fringe contingency funds.
- Aging Special Revenue Funds decreased \$672,130 to reflect actual administration costs.
- All other changes to the expenditure lines reflect normal program needs.

Staff requested that the Policy Board review and approve the fifth amendment of the 2019-2020 Budget.

Mr. George Holleman made a motion that the Board approve the fifth amendment of the 2019-2020 Budget as proposed. Ms. Kitty Barnes offered a second. The motion passed unanimously.

First Reading of the FY 2020-2021 Budget

Ms. Andrea Roper, Director of Finance, presented the 1st Reading of the 2020-2021 Budget. The 1st Reading of the FY 20-21 budget reflects a total budget of \$19,026,920 and an operating budget of \$6,288,567 which represents a decrease of the total budget from the January 28, 2020 budget amendment of approximately 8% or \$1,743,251.

Some key parts of the budget are uncertain at this time and that is somewhat normal for the first reading. The 1st Reading of the 2020-2021 Budget includes:

- 57 full and part-time staff positions
- WPCOG dues rate increased by \$.10 per capita per board approved 3-year plan.
- Financial Administration Services for four local governments and one local non-profit.
- Town planning services for 8 local governments.
- Code Enforcement services for 10 local governments.
- Administration of several new community development projects (building reuse, infrastructure, economic development, etc.)
- A group insurance increase (\$30,729) reflecting a health insurance increase of 8%. We usually do not receive quotes until early May for FY21 and this number will be adjusted at that time.
- The decrease of \$711,800 in contractual is attributed to the current fiscal year ESFR, URP and STEMWEST projects that ended.
- Mortgage/Occupancy costs decreased by \$50,273 due to decreased infrastructure funding for WIOA.
- Capital Outlay decreased \$80,879, no equipment purchases are planned at this time.
- Contingency decreased \$316,155 due to those funds being utilized in the FY 20-21 budget.

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- OPEB (Other Post-Employment Benefits) Trust Allocation increased \$65,054 due to the allocation of fringe contingency.
- Aging Special Revenue Funds decreased by \$672,130 to reflect anticipated administration costs.
- Approximately \$264,523 in anticipated contracts for FY21. This amount is \$26,653 lower than the FY20 anticipated contracts amount. The unfunded areas at this point are within the Community Development department.

Staff requested that the Board review and approve the 1st Reading of the FY 2020 - 2021 budget.

Mr. Chip Black made a motion that the Policy Board approve the 1st Reading of the 2020-2021 Budget as proposed. Ms. Jill Patton offered a second. The motion was passed unanimously.

RHA Annual Administrative & 5-Year Plan Amendments

Ms. Stephanie Hanvey provided an overview to the board of the US Department of Housing and Urban Development's requirement of all public housing agencies (PHAs) to prepare and adopt both Annual and 5-Year Agency Plans. This year the Western Piedmont PHA is required to prepare and adopt both an Annual Plan (July 1, 2020-June 30, 2021) and a 5-Year Plan (July 1, 2020-June 30, 2025). HUD prescribes a standardized plan format for PHA plans, which provides very brief information relating to the day-to-day operations of the program. These plans provide public information about the way that the PHA's housing programs are operated and afford opportunities for client and public review and input. The public hearing was held at 9:00am on Monday, March 23, 2020. Upon board approval, both the 1-year and the 5-year Agency Plans are due in the Greensboro HUD office no later than April 15, 2020.

Ms. Helen Chestnut asked if the Western Piedmont RHA would begin taking applications for rental assistance again within the next five years. Ms. Hanvey answered that in her estimation, it will take two to three years to work through the current waiting list.

Mr. Larry Chapman made a motion that the Policy Board approve the both the Annual Administrative and the 5-Year Plans for submission to HUD as presented. Mr. Jerry Hodge offered a second. The motion was passed unanimously.

RHA Family Self-Sufficiency (FSS) Action Plan Amendments

Ms. Stephanie Hanvey, Regional Housing Director, updated the board on the Regional Housing Authority Family Self-Sufficiency (FSS) Action Plan. The plan was late updated and effective April 1, 2019. Housing authorities are required to send any administrative plan amendments to HUD annually. Staff have four proposed amendments for board approval. Staff would like to send these amendments to HUD with the Annual Administrative Plan amendments. Staff would like these amendments to become effective April 1, 2020.

Proposed amendments to the FSS Action Plan include:

- 1) Maintaining Mandatory Minimum Program Size (MMPS)
 PHA Policy-As of December 2019, 29 Participants have graduated from the PHA's FSS program, bringing the current MMPS total down from 104 to 96 . (Ch. 2, pg. 6)

- 2) Estimate of Participating Families
 Estimate of Eligible Families Due to an increase of 96 Mainstream Vouchers in January 2020, 1205 Eligible FSS families can reasonably be expected to receive supportive services under the FSS program, based on available and anticipated resources.. (Ch. 2, pg. 8)
- 3) FSS Activities and Support Services Since 2019, the PHA has been able to add some special transportation services and limited routes in Caldwell and Alexander Counties. This will be an amendment to the FSS plan. (Ch. 4, pg. 7)
- 4) Reporting on the FSS Account- At a minimum, the PHA will now provide escrowing FSS participants statements of the status of their escrow account on a quarterly basis instead of monthly. (Ch. 6, pg. 8)

Upon board approval, plan amendments will be effective April 1, 2020.

Ms. Kitty Barnes made a motion that the Policy Board approve the RHA Family Self-Sufficiency Action Plan Amendments as presented. Ms. Jill Patton offered a second. The motion was passed unanimously.

Caldwell County ESFR 2020 Assistance Policy & Procurement and Disbursement Policy

Ms. Sherry Long, Assistant Executive Director and Director of Community & Economic Development presented the proposed Caldwell County Essential Family-Rehabilitation Grant (ESFR) policies. WPCOG is the recipient of a \$190,000 ESFR grant for Caldwell County. In order to proceed the proposed policies need to be adopted by the Policy Board. These policies guide the selection and rehabilitation processes and are required by the NC Housing Finance Agency.

Mr. Chip Black made a motion that the Policy Board approve the Caldwell County ESFR policies as presented. Mr. Chris Jernigan offered a second. The motion was passed unanimously.

Resolution Regarding the Delegation of Authority During Emergencies and Line of Succession

Mr. Anthony Starr, Executive Director presented a resolution to the board concerning the delegation of authority during emergencies as well as line of succession. With the recent impacts of the COVID-19 virus in various parts of the world, United States and North Carolina, local governments are taking various steps to prepare. Infection rates for our community could exceed 25% and employee absenteeism could exceed 40% over the next 18-24 months according to public health officials.

A state of emergency has been declared by the President and the Governor of North Carolina. Various measures have been enacted that are intended to slow the community spread of the virus. With the projected infection rates, continuity of operations for the staff and board are a concern with the COVID-19 virus.

Article IX, Section 1 of the WPCOG Bylaws empowers the Executive Committee to act for the Policy Board in matters of personnel, finance, and other matters expressly authorized by the Policy Board

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through resolution. In the coming weeks and months it may become difficult to conduct meetings of the full Policy Board. Enacting a resolution that gives the Executive Committee the full authority of the Policy Board during declared states of emergency may be a wise precaution to implement in the event it becomes necessary during this or future emergencies. The attached resolution implements this measure.

In addition, preserving the line of succession for the executive director is an important issue to address. The attached resolution gives the executive director the explicit authority to designate the line of succession, should that become necessary because the executive director is incapacitated or is otherwise unable to fulfill the duties of the position. This is an unlikely situation but one that we should prepare to enact. This resolution would not limit the power of the Executive Committee to appoint an acting executive director of its own choosing.

Ms. Helen Chestnut made a motion that the Policy Board approve the resolution as presented. Mr. Joe Gibbons offered a second. The motion was passed unanimously.

Staff Updates

Mr. Anthony Starr reviewed the Executive Director's Report outlining both current and upcoming projects by department.

Adjournment

Mr. Larry Chapman made a motion that the meeting adjourn at 6:54 pm and the motion was seconded by Mr. Joie Fulbright. The motion passed unanimously.



Western Piedmont Regional Transit Authority
MINUTES OF REGULAR BOARD MEETING
Western Piedmont Regional Transit Authority (WPRTA) Board of Directors
Thursday, April 16, 2020 at 10:00 a.m.
Location: Greenway Conference Room,
1515 4th St. SW, Conover, NC 28613

Members Present: Donald Duncan (Chair), Mary Furtado, Sean Hovis, John Marshall, Rick French*, Bryan Steen*

Others Present: Camille Sterling, Jeff Blalock, Brian Horton (Clerk)*, Terry Taylor (Attorney)*

*Attended by phone / participating remotely due to COVID-19 to limit number of persons gathering in accordance with Remote Participation Policy

1. **Call to Order** – Mr. Duncan called the meeting to order at 10:00 AM and welcomed all present.

2. **Finance**

- a. **Financial Report-** Mr. Blalock gave a brief overview of the WPRTA Operating Income/Expense Report for March. Total cash, as of April 13, 2020, is \$1,830,075.25. No board action was required.
- b. **Audit Contract for 2020-** Mr. Blalock explained that the contract was previously approved for one year with options for renewal. Mr. Duncan called for a motion to approve the one-year renewal option for the audit contract. Upon a motion by Mr. Hovis and a second by Ms. Furtado, the Board unanimously approved the contract renewal in the amount of \$16,825.
- c. **Continuity of Operations Plan (COP)-** Mr. Blalock noted declines in demand-response ridership and reductions in fixed and flex routes since the statewide stay-at-home order. Mr. Blalock explained that meal deliveries was a new activity in Alexander and Catawba Counties utilizing 5310 funding. In addition to this new service, Mr. Blalock noted that bus operators continued to keep working by completing extra cleaning. Mr. Duncan asked about the amount of meal deliveries being made. Ms. Furtado answered that Catawba County would participate in an update. Mr. Duncan asked if the County could collaborate with Cities and Towns. Ms. Sterling clarified that the Counties are coordinating through nutrition assistance programs, but noted some logistical challenges, such as food suppliers. Mr. Duncan called for a motion to approve the modified COP. Upon a motion by Mr. Hovis and a second by Ms. Furtado, the Board unanimously the Continuity of Operations Plan. Mr. Duncan called for a motion to approve applying for the CARES Act grant to provide operating assistance. Upon a motion by Mr. Hovis and a second by Ms. Furtado, the Board unanimously approved WPRTA applying for CARES Act funding in the amount of \$4,944,146.

3. **Authority Update**

- a. **Monthly Report-** Ms. Sterling shared an update on how both FTA and NCDOT have asked how providers have reduced their services, as well as provided guidance on COVID-19 response, including cleaning and personal protective equipment. Ms. Sterling noted that Gillig, the manufacturer of WPRTA vehicles, had closed their plant, including their parts department. Ms. Sterling shared how bus operators are advising riders to only make essential trips and for families to leave children at home. Ms. Sterling announced that the next Transit Advisory

Board is cancelled, and the next meeting would be in July.

4. **Consent Agenda-** Mr. Duncan called for a motion to approve the March 19, 2020, Board Minutes. Upon a motion by Mr. Hovis and a second by Ms. Furtado, the Board unanimously approved the Minutes.
5. **Discussion of Items removed for the Consent Agenda-** None
6. **Public Comment-** None
7. **Other Business-** None
8. **Adjournment** – The next board meeting will tentatively be Thursday, May 21, 2020 at 10:00 am. Mr. Hovis moved to adjourn the meeting, with a second by Ms. Furtado. The motion to adjourn was approved unanimously by the Board, and they adjourned at 10:25 AM.

Respectfully Submitted,

Brian Horton, Clerk

Rick French, Chairman

WPCOG MONTHLY IMPACT REPORT

APRIL 2020

11.1.f

Please note that April's numbers reflect a Governor declared State of Emergency and Stay-at-home orders, which were in effect from March 30 - May 8, 2020 (Phase 1). Phase 2, which began May 8, 2020, will also affect May's Impact Numbers.

ADMINISTRATION FINANCE & IT

Anthony Starr
Ashley Adkins
Ashley Bolick
Judy Caldwell
Lori Dixon
Kim Eckard
Sherry Farris
Sandy Jones
Scott Miller
Andrea Roper
Jason Toney

Finance 1 Contract Logged 450 ACH/Online Payments 80 Deposits Processed 61 Purchase Orders Processed 146 Checks Written 6 Processed Payrolls for 68 Employees	IT Support 101 Total Tickets 81 End-User Support 8 Mgt. Tasks 12 Facilities & Maint.	Outreach & Facilities Usage	
		Website 3,421 Users 10,714 Pageviews	Facebook 65 Posts 37,318 Reaches
		Twitter 112 Tweets 25,792 Reaches	Site Usage 0 Events 0 Attendees

- Completed the recruitment and hiring process for Assistant Finance Director Position
- Staff are finishing the annual insurance renewal process and preparing for the open enrollment period
- Staff are preparing the office and ordering PPE for the eventual re-opening of the WPCOG office building to the public

AREA AGENCY ON AGING

Tina Miller
Christina Franklin
Mary Mitchell
Karen Phoenix
Anita Roberts
Sarah Stamey

AAA OUTREACH 			OMBUDSMAN PROGRAM ACTIVITY 					
0 Community Presentations	0 Health Promotion Classes	48 In-Home Respite Hours	0 Facility Visits	0 Facility Trainings	6 New Investigations	5 Cases Closed	31 Technical Assistance	
PROJECT C.A.R.E. ACTIVITY 								
42 Information & Referral Contacts	1 Caregiver Directed Voucher	6 Caregiver Supplemental Supplies Ordered	1 Assessments	2 Reassessments	0 Home Visits	7 Vouchers Issued	0 Agency Outreach Visits	35 People Reached Outreach

Home & Community Care Block Grant

17,683 Meals Served	3,524 Hours of In-Home Aide Service	11 Housing/Home Improvement Projects	1,769 Medical/General Transportation Trips Provided	120 Hours of Legal Assistance Provided	580 Adult Day Care Health Days of Service
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COMMUNITY & ECONOMIC DEVELOPMENT

Sherry Long
Jennifer Cannon
Lisa Helton
Joel Herman
Rick Oxford
Laurie Powell
Erin Schotte
Paul Teague
Helen Whisnant

14 Homeowner Foreclosure Preventions	2 First-Time Homebuyers	2 Housing Rehab(s) Completed	GRANTS/ACTIVITIES <ul style="list-style-type: none"> Alexander County received \$226,165 from the Appalachian Regional Commission (ARC) Burke County was awarded \$1,500,000 from the Appalachian Regional Commission. Drexel received \$647,100 from the Dept. of Commerce's Industrial Development Fund Catawba County received \$100,000 from the NC Housing Finance Agency. Hickory received \$75,000 from the NC Dept of Commerce Building Reuse Program. WPCOG was awarded \$200,000 from the NC Housing Finance Agency. Staff submitted 6 Appalachian Regional Commission pre-applications requesting \$757,090. Applications submitted include: <ul style="list-style-type: none"> \$300,000 Hickory Sewer Project at the Airport Industrial Park \$30,000 Hildebran Wayfinding Signage Project \$100,000 VEDIC COVID-19 Business Response Project \$139,647 WPCOG Simulated Heavy Equipment Operator Training \$87,450 Lenoir Downtown Directional Signage Project \$100,000 WPCOG Caldwell County Storm water Project
Alexander -3 Burke - 0 Caldwell - 1 Catawba - 7 Lincoln - 0 Iredell - 1 Wilkes - 2	Alexander - 0 Burke - 1 Caldwell - 0 Catawba - 1	Alexander -0 Burke - 2 Caldwell - 0 Catawba - 0	

Attachment: 04 - Apr - 2020 - Monthly Impact Report (3087 : BOC Reports & Comments)

COMMUNITY & REGIONAL PLANNING

Alison Adams
 Duncan Cavanaugh
 Jack Cline
 Taylor Dellinger
 Patrick DeMauro
 Brian Horton
 Todd Justice
 Ashley Kale
 Teresa Kinney
 Dustin Millsaps
 Hunter Nestor
 Averi Ritchie
 Trey Schweitzer
 Todd Stroupe
 Johnny Wear

Planning	8 Completed Minor Subdivisions	20 Issued Zoning Permits	1 Zoning Map Amendment	11.1.f Zoning Text Amendment
ADA Compliance	<ul style="list-style-type: none"> Completed ADA charts for Conover and Granite Falls transition plans and design work Continued progress on ADA Transition Plans for Conover and Granite Falls 			
Transportation	6 Conditional Use Permits	4 Zoning Enforcement Letters	3 Planning Board Meetings	4 Council Commission Meeting
Greenway Passenger Sampling Trips	<ul style="list-style-type: none"> Finished Rutherford College Action Plan for Adoption Finished base information for Lenoir's automated route design and rollout cart distribution & education initiatives Produced 30 minute video of Caldwell County Comp Plan for broadcast on Caldwell Co. Government Television Channel Established potential blueway, bike and pedestrian facility locations for Alexander County Recreation Plan Drafted survey questions for the Granite Falls Comp Plan 			
15 Burke 13 Catawba	3 Workshop/Training	4 Trans. Meetings Attended	<ul style="list-style-type: none"> Assisted Hildebran in determining projects for both SPOT submit and LAPP application Confirmed Conover, Hudson, Maiden, and Morgantown support for SPOT submittals 	
GIS/Data Center	66 Data Requests	8 Presentations & Meetings	<ul style="list-style-type: none"> Update Building Permit totals for Morgantown, Burke and Caldwell Counties Completed Hickory Schools AP Course analysis for City of Hickory Completed I-40 traffic analysis for BDI Generated maps for Tuesday & Thursday routes and trash cart distribution for Lenoir Solid Waste Automated Collection Study Generated extra scenario maps for Oak Hill Elementary School analysis Generated additional C-19 PPE Manufacturer and Request maps for Carolina Textile District 	
76 Hickory GIS Support Hrs.	40 Maps/Spatial Data	2,742 Addresses Mapped		
Environmental Planning	2 Stormwater Permits Issued	1 Project finalized/closed out	3 Stormwater Outreach Handouts Completed	Code Enforcement
			283 Total Open Violations	159 Nuisance Violations
			47 Abandoned or Junked Vehicles	21 Abandoned Mobile Homes
			47 Residential 9 Non-Residential	11 Violations Resolved

REGIONAL HOUSING AUTHORITY

Stephanie Hanvey
 Ashley Dale
 Kim Duncan
 Kala Guido
 By Khang
 Elizabeth Moncrief
 JoAnn Parlier
 Sharday Black
 Jared Nava-Salgado

1,098 Units Leased	0 In Office Client Meetings	26 Inspections Completed	36 Vouchers Issued	182 Total Vouchers Pending
50 Congratulation Letters	2,149 Waiting List	\$438,952 Paid on Tenant's Behalf	\$399.05 Average Housing Assistance Payment	

ENVISION CENTER (EVC) UPDATE

- An Appalachian Regional Commission grant provided funding to help the RHA to begin employment and career coaching with low income families in our region.
 - Jared Nava-Salgado was hired late March as EnVision Center (EVC) Career Coach/Housing Specialist.
 - 50 offer letters have been sent to waiting list persons. Offer letters describe the grant and give waiting list persons the opportunity to work with the EVC Career Coach.
 - 6 waiting list families have responded to their offer letter and are creating career goals with EVC Career Coach
- The Career Coach assessment and a Request for Proposals for Project Based Vouchers can be found online at www.wpcog.org/envision-center.

WORKFORCE DEVELOPMENT BOARD

Wendy Johnson
 Leslie Farris
 Donna Gilbert
 Elizabeth Hilliard
 April Lail
 Matthew Xiong

JOBSEEKER SERVICES	EMPLOYER SERVICES	SCHOLARSHIP & TRAINING INDUSTRY
0 Scholarships Issued	57 Employers Served at NCWorks Career Centers	100% Human Services
238 New Register Unemployed	0 Staff assisted Recruitment Events at a Career Center or Employer Site	
947 1x NCWorks Registrants	5,073 Job openings in Alexander, Burke, Caldwell & Catawba Counties	
1 Trainings		
People not working that newly registered in NCWorks.gov		
Paid Internships		
People that registered in NCWorks.gov for the first time		



**BOARD OF DIRECTORS
April 17, 2020**

**Business Conducted via Conference Call
MORGANTON, NORTH CAROLINA**

In response to the global pandemic, COVID-19, the regularly scheduled BDI Board of Directors meeting was held via conference call on Friday, April 17th.

MEMBERS PRESENT			MEMBERS ABSENT
Seth Eckard	Bryan Steen	Larry Putnam	Jim Toner
Jeff Brittain	Chip Black	Kenneth Geathers	Kathy Bailey
Bryan Beam	Michael Helmick	Lamar Smitherman	Chris Hawkins
Sherri Bradshaw	Terry Childers	Sally Sandy	Derek Cline

Also present were Alan Wood, Hope Hopkins and Peggy Byrd.

Call to Order

Chairman Eckard called the meeting to order at 8:01 a.m.

Approval of the March 20, 2020 Minutes

No corrections or deletions were noted for the March 20, 2020 minutes. With no corrections needed, Kenneth Geathers made a motion to approve the March minutes as presented. Jeff Brittain seconded the motion with the Board voting unanimously to approve.

Approval of the March 2020 Financial Reports

The checking summary consists of normal activity for operations during March 2020. The March Operational Summary reflects 75% of the fiscal year with expenditures at 66% and revenues at 80%. The Burke Business Park Summary reflects normal activity for the Morganton Federal account. The Bank of America account reflects normal activity including a quarterly loan installment in the amount of \$76,781.81. Chip Black made a motion to approve the March 2020 financial reports as presented. Terry Childers seconded the motion with the Board voting unanimously to approve.

Review of BDI/Thrive'22 Budgets:

Alan Wood reported the current BDI budget is expected to close approximately \$40k under budget due to cancelled marketing, travel, etc.. Travel and marketing are expected to be curtailed with marketing outreach to be accomplished online. Three to four contingency plans have been established, from best to worst case scenarios, for Board approval should adjustments be needed. The County is expected to approve the BDI budget by the end of June. Adjustments will be made as necessary based on this approval.

Alan Wood also updated on the Trive'22 campaign. There are currently \$70k in pledges due from recent months, including some not yet billed for May. Alan has requested a hold on all invoicing given the pandemic situation for 90 days. A letter will be sent to those partners updating on current pledge invoicing procedures.

Attachment: BDI Minutes - April 2020 (3087 : BOC Reports & Comments)

Discussion of New Officers: Alan Wood announced that Kenneth Geathers agreed to serve as Board Chair and Sherri Bradshaw as Vice-Chair for the 2020-2021 term. As of the meeting date, there were no volunteers to serve as Secretary/Treasurer. Alan asked that anyone willing to serve reach out to our office.

Best Practices/Board Member Updates:

- Lamar Smitherman reported that development continues to move forward with the NC School of Science and Mathematics, Morganton location. He stated all fund raising efforts have been suspended at this time.
- Bryan Steen, Burke County Manager, reported 63 positive Covid-19 cases and 5 deaths to date in the county. He reported there are current challenges with obtaining PPE and concerns from county staff members of being exposed and exposing family members.
- Sally Sandy, Morganton City Manager, reported city staff continues to work an alternating work schedule. The city passed its first billing date and suspended all late fees. To date, she reported \$15,400 late fees being waived and over 400 customers not current on billing. As of today, there is an expected 20%-25% deficit to sales tax in the city. She stated there are decisions facing the city regarding festivals, events, lack of vehicle registrations and decrease in auto gasoline which have a huge impact on the city's budget. Due to food service business closures and restrictions, the state has offered to assist by buying back excess alcohol inventory. She reported some housing projects continue to move forward. No utilities have been cut to customers. There will be an allowable time of six months to pay back debt on utilities. There is concern this may cause a hardship for some customers to fulfill.
- Dr. Larry Putnam, Superintendent for Burke County Schools, stated they were serving 60k meals a week. He thanked Charlie Rice for his assistance in loaning a conveyer system for the process. They were currently serving from two high schools that had been preparing meals every day. Case Farms donated refurbished trucks for storage of food. Next week they will begin serving 2 days a week from six sites providing families enough food for one week. Packaging Corporation of America has donated packaging for the meals. Dr. Putnam stated they are making preparations for a virtual start to the next school year. Wendy B's has assisted the school system with yard signs for placement at the homes of graduating seniors.
- Dr. Michael Helmick, President, WPCCC, reported graduation is currently expected to take place on August 1st. The nursing and BLET programs will graduate on time. They are expecting issues with hands on classes (machining, welding, etc.) during the summer semester and are making plans to limit the number of students for training. Dr. Helmick stated the semester is on schedule to end by the mandated date of May 15th. He also reported preparations are being set in place to begin the fall semester on a virtual basis if needed.

Staff Updates:

- **BBP Water Tank:**
 - Alan Wood stated the preliminary soil reports returned were favorable. Questions were posed as to signage for the tank. Alan asked which portions of the Burke Business Park logo should be included for quotes and whether to quote on one side or two. It was also suggested we might offer to Travel and Tourism the inclusion of their logo at their own cost.
- **BRE Updates:**

- Hope Hopkins reported a BMEC meeting had been held at Continental. There was a positive turnout and Bill Slagle, State Director Existing Industry and Expansions with EDPNC, gave an overview of state projects. A plant tour was also included.
 - All pertinent information regarding current situations is being shared with industry on a regular basis. Hope stated communication from existing industry is increasing as they seek suggestions during pandemic.
 - One WARN notice has been reported to date from Catawba Brewery. They have reported their intention to bring back all employees as soon as the situation allows.
 - Recent production cutbacks were reported at Seiren Leviton, Continental and Case Farms. This is causing a significant drop in power usage.
 - Bryan Beam reported Kellex had closed for three weeks for safety reasons and to prepare a safety plan for moving forward. They plan to reopen on Monday with PPE training sessions for all employees.
- **Housing Updates:**
 - Alan Wood reported the non-profit organization, Homes for Hope, out of Greenville, SC is still planning to move forward with a housing project in Burke County.
 - Alan reported the \$11M funding Golden Leaf has available at the current time will not be utilized to fund housing related to employment.
 - Alan is currently completing a Wells Fargo grant application for low-mod housing assistance.

Adjournment

With no further business, Terry Childers made a motion to enter closed session to discuss matters relating to the location or expansion of industry or personnel matters [article 33C, Section 143-318.11]. Lamar Smitherman seconded the motion with the Board voting unanimously to approve. Lamar Smitherman made a motion to exit closed session. Terry Childers seconded the motion with the Board voting unanimously to approve. The meeting adjourned at 9:04 a.m.

Respectfully Submitted,

Peggy Byrd



PARTNERS
Improving Lives. Strengthening Communities.

Partners BHM Board of Directors
Regular Meeting Minutes
April 16, 2020 - 6:00 PM

The Partners Behavioral Health Management Board of Directors met by means of a virtual Zoom/conference call for its regular monthly meeting.

Board Member Attendance

Commissioner Susan Allen	P	Commissioner Anita McCall	A
Barbara Anderson	P	Linda McCrary	P
Commissioner Kitty Barnes	P	Henry Morphis	P
Beth Brown (non-voting)	P	Wil Neumann – <i>Chair</i>	P
Debra Cheek - <i>Treasurer</i>	P	Commissioner Marvin Norman	P
Ben Coggins	P	Russ Perkins – <i>Vice Chair</i>	P
Daryl Cook	P	Pam Poteat	P
Steve Garrison	P	Joseph Ramey	P
Commissioner Bill Goins	A	Commissioner Maynard Taylor (6:22 p.m.)	P
Jane Hinson	P	Commissioner Frank Zachary	P
Mike Hoffman	P		P

Partners Staff Present

Rhett Melton	CEO
Elizabeth Stanton, MD	Chief Medical Officer
Susan Lackey	Chief Financial Officer
Andrew Walsh	Chief Legal Officer
Selenna Moss	Chief Performance and Compliance Officer
Libby McCraw	Director, Human Resources
Tammy Pyles	Clerk to the Board
Kim Powell	Deputy Clerk to the Board

Others Present

Yvonne French	DHHS Liaison
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I. Call to Order

- A. Chair Wil Neumann called the meeting to order at 6:02 p.m. A roll call was conducted, and a quorum was acknowledged. Mr. Neumann acknowledged Partners executives and other staff members present.

II. AGENDA REVISIONS – Wil Neumann

- A. There were no agenda revisions.

III. CITIZEN RECOGNITION – Wil Neumann

- A. There were no citizens in attendance.

IV. CONSENT AGENDA – Wil Neumann

A. Previous Board Meeting Minutes for Approval

The March 19, 2020 meeting minutes were included in the board meeting agenda packet for approval. Chair Wil Neumann asked for a motion to approve. Joe Ramey made a motion to approve the previous meeting minutes, and Marvin Norman seconded. The floor was opened for discussion. There being no discussion, the motion carried unanimously.

V. REPORTS – Wil Neumann

A. Finance Committee Report – Debra Cheek presented the Finance Committee Report.

1. Approval of Previous Meeting Minutes – The March 12, 2020 Finance Committee meeting minutes were included in the board meeting agenda packet for approval. In Debra Cheek’s absence, Russ Perkins set forth for board approval. Chair Wil Neumann called for a vote. There being no discussion, the motion carried unanimously.

2. Budget Revision #7FY20 - Susan Lackey reviewed the budget revision which received prior approval from Finance Committee. Russ Perkins set forth for board approval. Chair Wil Neumann called for a vote. The motion carried unanimously.

3. February 2020 Financial Statements – The February 2020 financial statements, along with a detailed summary, were included as part of the board meeting agenda packet. Ms. Lackey provided an overview of the Balance Sheet and Year-to-Date Income Statements, including Medicaid and non-Medicaid.

B. CFAC Report – Ben Coggins reported that the CFAC met on February 10, 2020 and provided the following information:

- Reports were given by Stacy Harward from NC DHHS Community and Empowerment Team (CEET) and by Ben Coggins.
- The majority of meeting was spent working on the SWOT Analysis, which is an annual perception survey for CFAC meeting its statutory responsibilities. SWOT stands for strengths, weaknesses, opportunities, and threats/challenges-which were identified for purposes of determining effectiveness and opportunities for improvement.
- Forms were available for CFAC members willingness to serve on the Executive Team for next year.
- Creating a Slate of Officers for the Nominating Committee was discussed.
- Next CFAC meeting is scheduled for May 11, 2020 via teleconference or in person, if possible.

C. CEO Report – Rhett Melton

1. COVID-19 Response – Rhett Melton reminded the board of the report he provided at the March meeting where explained the four phases of the response plan. He reported that the plan has progressed smoothly and he commented on the excellent teamwork by every department within Partners. He reported the current status is that staff continues to work remotely while continuing to provide service to our members, providers and stakeholders and he anticipates some of the changes are improvement that will remain in place after the pandemic is over. He shared that Partners All Staff meetings this month were conducted using Zoom and the Executive Leadership Team served as a discussion panel. Staff attendance was excellent, and only eight staff members did not attend one of the three sessions. He expressed his appreciation for the offer of support extended by Wil Neumann on behalf of the board.

VI. DISCUSSION AGENDA – Wil Neumann

A. County Commissioner Advisory Committee – Behavioral Health Focused Updates

1. **Burke County** – Commissioner Maynard Taylor provided the following report:
- a. Burke County has had 64 citizens test positive for COVID-19, with 6 deaths, with majority being at care centers.
 - b. Pre-agenda meeting was held via webinar and plans are to hold regular meeting on April 21st virtually, as well.

2. **Catawba County** – Commissioner Kitty Barnes provided the following report:
 - a. Catawba County has had 38 positive COVID-19 tests and 1 death.
 - b. No one is currently in the hospital being treated for COVID-19.
 - c. Commissioner Barnes discussed mental health concerns related to COVID-19 stay-at-home order. She commented she listened to chat conducted from White House regarding mental health and additional funds being added for mental health. Vice President Mike Pence’s wife will be chairing the group who will have oversight of these funds.
 - d. She reported Catawba County is doing a great job in trying to keep everyone safe and encouraging people to do the right thing in public.
3. **Cleveland County** – No report was provided.
4. **Gaston County** – Commissioner designee Joseph Ramey provided the following report:
 - a. Gaston County has had 107 positive cases of COVID-19, with 80 recovered cases and 3 deaths.
 - b. 1,382 total tests have been done, with 1,166 being negative.
 - c. Currently, there are 24 active cases.
5. **Iredell County** – At the request of Commissioner Marvin Norman, Jane Hinson provided the following report:
 - a. Iredell County has 76 cases of COVID-19 and 3 deaths.
 - b. A Public Health Incident Command Center has been open for weeks. Jane Hinson serves as the Incident Commander.
 - c. There has been no outbreak in a congregant living facility thus far.
6. **Lincoln County** – In the absence of Commissioner Anita McCall, no report was provided.
7. **Rutherford County** – County Manager Steve Garrison provided the following report:
 - a. In response to COVID-19, the Community Incident Response Team is meeting twice per week (every Tuesday and Thursday). There are typically between 50-60 participants on the calls, which include county agencies and organizations from all over the county, including Partners.
 - b. Mr. Garrison extended his appreciation to Rhett Melton and Partners staff for their continued engagement and support during the COVID-19 crisis.
 - c. Rutherford County currently has 70 COVID-19 cases.
8. **Surry County** – In the absence of Commissioner Bill Goins, no report was provided.
9. **Yadkin County** – Commissioner Frank Zachary provided the following report:
 - a. Yadkin County has 11 confirmed cases of COVID-19 and 1 death.
 - b. Currently there are 4 people hospitalized due to COVID-19.
 - c. DHHS contacted the county three weeks ago inquiring about the closed hospital, Yadkin Valley Hospital (which closed May 2015). DHHS has been on-site to view the hospital, but at this point in time, it is just a discussion.
- B. Executive Dashboard Report – February 2020 - The report was included as part of the board meeting agenda packet. Selenna Moss provided an overview of the report and the floor was opened for discussion. There was no additional discussion.
- C. Tailored Plan Update – Rhett Melton reported that work towards Tailored Plan preparation and has escalated in the past few weeks. He reported progress in the selection of a health partner, Pharmacy Benefit Management (PBM) and claims management vendor. He reported that with the Covid-19 crises the release of the RFA by the state has been delayed but he assured the board Partners will be ready when it is released. He also discussed the ongoing deliberation about high-dollar contracts and that every effort is being made to be good stewards of funds and make the best decisions and the right times. He reported that while the pandemic is a priority for everyone, he and Susan Lackey have had opportunity for ongoing conversations with state legislatures about allocation of funds for next year.
- D. CEO Annual Review Process – Libby McCraw discussed Partners CEO annual review process and the performance appraisal process and timeline.
Rhett Melton discussed FY20 agency accomplishments. He explained that what the board will receive from Libby it not only his list, but a list of Partners accomplishments in which he takes great pride. He highlighted some specific FY20 agency accomplishments for the board, including: attending to the social

needs of our members to see that they achieve what they need in life; the progress made in Rutherford County; the launching of new software to improve how we manage the care of our members; trainings provided for law enforcement officers; collaboration with departments of social services and juvenile justices services; moving our workforce to remote status; national recognition for Partners work related to the opioid crises and the receipt of three national grants; Partners team members invited to present at a national conference and the only LME/MCO who is active in the National Quality Forum; and Partners leading the state in quality measures. He described other programs including: Mobile Connect; Partners United; the Partners Promise campaign; and the Service Stability Program. He stated he hopes the board's review of the list of accomplishments will bring them sense of pride.

E. Approval of Partners Policies and Procedures – 4th Quarter Subset Annual Review

1. Provider Network
2. Access to Care
3. Utilization Management
4. Governance – Disaster Plan

The policies and procedures were uploaded to ShareFile for the board's review one month prior to submission for approval and the Level of Revision (LOR) document was included in the board meeting agenda packet.

Wil Neumann asked for a motion. Joe Ramey entered a motion and Kitty Barnes seconded. The motion passed unanimously.

IX. Adjournment

With there being no further discussion, Chair Wil Neumann asked for a motion to adjourn. At 7:00 p.m. Joe Ramey entered a motion and Maynard seconded. The motion carried unanimously.

Respectfully submitted,

Tammy Pyles
Clerk to the Board

Burke County Juvenile Crime Prevention Council
Minutes: APRIL 8, 2020
Collett Street Recreation Center, Morganton, NC

ATTENDANCE:

Council members attending: Hillary Biggerstaff, David Bridges, Nicki Carpenter, Brandon Collins, Tara Conrad, Willow Conrad, Jennifer Forney, Doug Hartjes, Jasper Hemphill, Doug Knight, Ryan Lander, Joseph Martinez, Brooke Mills, Clifton Smith, Mike Swan, and Steve Whisenant.

Council members excused: Ronn Abernathy and Stephen Moody.

Programs attending: Jolita Jackson – Children’s Hope Alliance; Kim James – Burke Recovery; Patti Ferree and Chris White – Conflict Resolution Center; Kim Castano and Autumn Stone – Kids at Work; Chris Renfro, Scotty Powell – Project Challenge; and Renee Lewis – Repay, Inc.

Partners attending: Brandon Collins - Department of Juvenile Justice.

Guests attending: None

Staff attending: Megan Webster, and A.J. Coutu.

Call to Order: Jasper Hemphill, Council Vice Chair, called the meeting to order at 8:10 A.M. A quorum (16 of 21) was present.

- I. **Approval of the Agenda:** Mr. Hemphill welcomed everyone to the meeting on the internet via the Zoom application. Joseph Martinez made the motion to approve the agenda as prepared and sent previously Jennifer Forney seconded the motion which passed unanimously.
- II. **Approval of the Minutes:** Mr. Hemphill asked if there were any changes to the March, 2020 minutes which were sent to the Council previously. Tara Conrad made the motion to approve the minutes as recorded. Brandon Collins seconded the motion which passed unanimously.
- III. **Governance Vice Chair Jasper Hemphill**
 - A. **Approval of the Annual Plan.** Mr. Hemphill reviewed the pieces of the Annual Plan and mentioned the various ways they had been reviewed and voted on by the Council throughout the year. Mike Swan made the motion to approve the plan as presented. Doug Knight seconded the motion which passed unanimously without discussion.
 - B. **Certification for FY 2020/21:** The Certification and its roster were described briefly as it was sent previously to the Council. Doug Knight made the motion to approve the Certification as presented. Joseph Martinez seconded the motion which passed unanimously without further discussion.
 - C. **Slate of Officers:** Mr. Hemphill mentioned that the slate of officers presented at the last meeting lacked a nomination for Council Chair. The floor was opened for nominees or volunteers. As none were forthcoming, Mr. Hemphill asked for a motion to table for the May meeting. Joseph Martinez moved that the item be moved to the May agenda which was seconded by Tara Conrad and passed unanimously without further discussion.
 - D. **FY2020/21 Contract for Burke JCPC Administrator:** Mr. Hemphill opened the floor and a short discussion ensued. Jennifer Forney made a motion to approve the contract. Doug Knight seconded the motion with support from Joseph Martinez. The motion passed unanimously without further discussion.
- IV. **Finance: Joseph Martinez, Chair; Doug Knight, Vice-Chair**
 - A. **Repay Request for Budget Revision, Psychological Services:** Joseph Martinez turned the floor over to Renee Lewis to explain both the reduction in funds request for the Psychological Services program

budget and the request for an increase in funds for the SAIS program. Ms. Lewis's NCALLIES revision had been sent previously to the Council indicating \$2,550 which the program did not expect to spend and was releasing to any other program requiring additional funds. Jasper Hemphill made the motion to allow the budget revision, which was seconded by Jennifer Forney. Discussion included AJ Coutu indicating that the release of funds had indeed been announced to the other programs with no response. The motion passed unanimously with the exception of Sheriff Whisenant's abstention.

- B. Repay Request for Budget Revision, SAIS:** Ms. Lewis explained the NCALLIES revision which had been sent previously to the Council. She explained why the cover document seemed to indicate a budget change of \$930 while the final budget page accurately indicated an increase of \$2,550. Doug Knight made a motion to approve the budget increase. Tara Conrad seconded the motion. Discussion included comments from Brandon Collins mentioning Repay's history of fiscal responsibility and willingness to help other programs.

V. Juvenile Justice Update: Brandon Collins

Mr. Collins spoke briefly about the challenges the juvenile court counselors have been experiencing during the virus restrictions. He mentioned how hard it is for youth to fulfill court obligations and thanked the programs for their attempts to work around the restrictions to provide services. Mike Swan and Renee Lewis indicated that approximately 40%- 50% of their youth do not have access to the internet or smart phones. Tara Conrad, Kim Castano, Kim James and Jolita Jackson all described the struggles they have experienced with the restrictions, legislated mandates, allowable billing, and various other barriers. All programs mentioned ways in which they were retooling to provide some type of service. There was also a lot of gratitude expressed for those in authority who are putting real effort into allowing flexibility.

- VI. Open Discussion, Questions, Comments** Mr. Hemphill opened the floor to any addition discussion. Hearing none he asked for a motion to adjourn.

- VII. Adjourn: at 9:05 A.M.** Joseph Martinez made a motion to adjourn, seconded by Jennifer Forney and passed by unanimously.

Respectfully Submitted by
A.J. Coutu



**GREATER HICKORY
METROPOLITAN PLANNING ORGANIZATION (MPO)**
1880 2nd Avenue NW, PO Box 9026
Hickory, NC 28603



MINUTES
GREATER HICKORY METROPOLITAN PLANNING ORGANIZATION (GHMPO)
METROPOLITAN TRANSPORTATION ADVISORY COMMITTEE (TAC)
Wednesday, April 29, 2020 2:30 PM
Online Meeting via Go To Meeting

Present			Absent			
First Name	Last Name	Representing	First Name	Last Name	Representing	Status*
Barbara	Beatty	Catawba County	Bob	Sigmon	Town of Maiden	Pending
Bruce	Eckard	City of Conover	Carroll	Turner	Town of Connelly Springs	Filed
Camille	Sterling	WPRTA	Cole	Herrell	Town of Hildebran	Filed
Hank	Guess	City of Hickory	David	Zagaroli	City of Hickory	Filed
Jerry	Hodge	City of Newton	Donald	Robinson	Town of Catawba	Filed
Jonathan	Greer	Town of Hudson	Edd	Elliott	Town of Taylorsville	Pending
Larry	Yoder	Alexander County	Jeff	Branch	Caldwell County	Pending
Les	Morrow	City of Claremont	Joe	Kirby	Town of Rhodhiss	Pending
Maynard	Taylor	Burke County	Martin	Townsend	Town of Granite Falls	Pending
Thurman	VanHorn	Town of Long View	Ralph	Prestwood	City of Lenoir	Filed
Wendy	Cato	City of Morganton	Susan	Stevenson	Town of Valdese	Pending
			Terry	Yount	Town of Drexel	Filed
			Wayne	Annas	Town of Rutherford College	Pending
					Cajah's Mountain	Inactive
					Cedar Rock	Inactive
					Gamewell	Inactive
					Glen Alpine	Inactive
					Sawmills	Inactive
WPCOG, FHWA, & NC Board of Transportation			NCDOT Staff			
	Anthony Starr- WPCOG			Mike Pettyjohn - NCDOT Div. 11		
	Averi Ritchie- WPCOG			Rob Weisz- NCDOT Div. 11		
	Brian Horton - WPCOG			Mark Stafford- NCDOT Div 12		
	Duncan Cavanaugh - WPCOG			Dean Ledbetter - NCDOT Div. 12		
				Mark Gibbs - NCDOT Div. 13		
	Loretta Barren - FHWA			Stephen Sparks - NCDOT Div. 13		
	John Pope - Transportation Board Div. 12			Pam Cook - NCDOT TPD		

Call to Order and Introductions – TAC Chair Bruce Eckard called the meeting to order and welcomed all present at 2:30 PM. Introductions were not made, since meeting was conducted online via Go To Meeting with names appearing for those joining the virtual meeting.

Technical Coordinating Committee (TCC) Report – TCC Chair Marshall was absent, so Mr. Horton shared information items from the prior TCC meeting. All items had been unanimously recommended by TCC to TAC.

Action Items:

- I. **Approval of Minutes** – Chair Eckard asked members if they had a chance to review the minutes. Upon a motion from Mr. Taylor and a second by Mr. Hodge, the minutes of the February 26, 2020, TAC meeting were unanimously approved.
- II. **Transportation Improvement Program (FYs 2020-29) Modification for EB-5934 (Burke County)** – Mr. Horton presented the modifications to the TIP requested by Burke County to move funding from FY 2019 to FY 2020 for EB-5934, which is the Linville Dam portion of the

Fonta Flora Trail. Upon a motion from Mr. Taylor and a second by Mr. Morrow, the TIP modification for EB-5934 was unanimously approved.

- III. Transportation Improvement Program (FYs 2020-29) Modification for BR-0201 (Duck Creek)** – Mr. Horton presented the modification to the TIP to program a federal grant for the Alexander County creek bridge, consistent with the recent STIP amendment approved by the NC Board of Transportation. Upon a motion from Mr. Yoder and a second by Mr. Taylor, the TIP modification for BR-0201 was unanimously approved.
- IV. Prioritization 6.0 Project Submittal List** – Mr. Horton presented the updated project list. TAC had previously released the project list at the meeting on February 26, 2020. Mr. Horton noted the only public comments were from local project sponsors of non-highway projects, plus confirmation of the Dry Ponds Rd extension to Pinewood Rd by Town of Granite Falls. Mr. Taylor asked about Exit 116. Mr. Horton replied that project remained already funded. Ms. Beatty asked about Slanting Bridge Rd. Mr. Horton replied that other new projects in Catawba County were recommended, like NC 127 south of Huffman Farm Rd to NC 10. Upon a motion from Mr. Yoder and a second by Mr. Taylor, the project list was unanimously approved for submittal to SPOT.
- V. Public Involvement Policy (PIP) Update** – Mr. Horton provided an overview of the changes recommended to the PIP. The update was a key finding of last year’s federal certification review. Mr. Horton noted that the update was also timely, given the need to expand public engagement techniques beyond in-person options to also virtual options and online media. Upon a motion from Mr. Morrow and a second by Mr. Taylor, consent was unanimous to release the draft update for a 45-day comment period.

NCDOT Update - NCDOT presented the following updates:

- *NC Board of Transportation* – Mr. Pope shared recent fiscal challenges facing NCDOT.
- *Division 11* – Mr. Pettyjohn shared that Duke St was completed in Granite Falls.
- *Division 12* – Mr. Stafford shared Alexander and Catawba project updates.
- *Division 13* – Mr. Gibbs yielded to Mr. Sparks, who shared an update of Burke projects.
- *NCDOT-TPD* – Ms. Pam Cook gave an update referring to her newsletter.

Added public comments or announcements:

No public comment.

Adjournment – As there was no other business, Mr. Eckard thanked our guests and adjourned the meeting at 2:40 PM. The next meeting is tentatively scheduled for May 27, 2020.

Respectfully Submitted,

Bruce Eckard, MPO/TAC Chairman

Brian Horton, TAC Secretary

FOR IMMEDIATE RELEASE

DATE: JUNE 12, 2020

CONTACT: Taylor Dellinger, Data Analyst
Western Piedmont Council of Governments
828-322-9191



Summer 2020 Economic Indicators Newsletter Highlights Hickory MSA Employment Losses Caused by COVID-19 Pandemic

June 12, 2020 –The latest issue of the Economic Indicators Newsletter (EIN) was released today by the Western Piedmont Council of Governments. In print since 1998, this quarterly publication focuses on economic trends and issues affecting the Hickory Metro Region. The current issue addresses Hickory Metropolitan Statistical Area (MSA) unemployment rates, Hickory Metro per capita personal income (PCPI), Hickory MSA employment losses caused by the COVID-19 pandemic based on data from Current Employment Statistics (CES) and Hickory MSA CES comparisons with other North Carolina MSAs.

Here are a few key highlights of the EIN:

- The COVID-19 pandemic caused the Hickory MSA unemployment rate from 4.0% in March 2020 to 17.6% in April 2020.
- Between April 2019 and April 2020, the estimated number of employed persons decreased from 169,522 to 133,725 (-35,797), while the civilian labor force grew from 175,395 to 162,359 (-13,036).
- Hickory MSA Per Capita Personal Income (PCPI) grew from \$35,772 in 2015 to \$39,849 in 2018. The Hickory MSA's 11.4% PCPI growth was much higher than the United States inflation rate (5.6%) between 2015 and 2018.
- There is no question that the COVID-19 pandemic has had a significant impact on the Hickory MSA's economy. As of April 2020, employment in the region equaled just 127,600, according to results from the Current Employment Survey (CES). This is by far the lowest number of jobs in the region over the past 30 years. The April 2020 employment is 58,300 less than the peak number of jobs in April 2010 and is 27,600 jobs less than the March 2020 total.
- Hickory MSA goods-producing employment, which includes mining, construction and manufacturing, fell from 46,500 in March 2020 to 35,500 in April 2020.
- Most of the goods-producing employment losses occurred in furniture and textiles. The region lost more than 60% of its furniture jobs and over 40% of its textile jobs between March and April 2020. Fortunately, many of these workers are already back on the job, although it may take some time for all the jobs to return, due to continuing economic uncertainty nationally.
- Hickory MSA service-providing employment has also been severely hit by the pandemic. Since peaking in April 2019, the number of service-producing jobs has dropped from 109,800 to 92,100. The biggest service sector employment decrease (-8,100) since April 2019 occurred in leisure and hospitality services, which includes accommodations, restaurants and museums. More than 50% of all jobs in the leisure and hospitality sector have been lost over the past year.
- Comparisons with other NC MSAs show that the Hickory MSA has lost the greatest percentage decrease of jobs (-18.4%) among the 15 metro areas in North Carolina

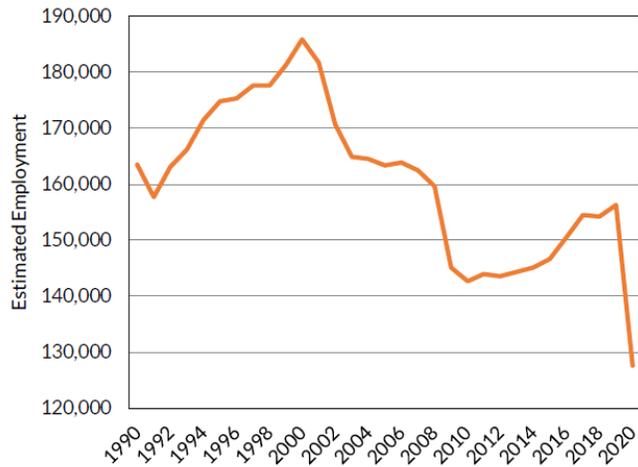
between April 2019 and April 2020 and from March 2020 to April 2020 as a result of COVID-19 pandemic.

- In total, the State of North Carolina lost more than 560,000 jobs between April 2019 and 2020. Nearly 30% of the State’s total job losses occurred in the Charlotte MSA.
- The Hickory MSA also had the greatest percentage job loss among North Carolina Metro areas between March 2020 and April 2020.
- In total, the State lost more than 543,000 jobs between March and April 2020. In the Charlotte MSA, data from the Current Employment Survey reveals employment decreases of 171,300 from March to April 2020.
- The Hickory MSA had the second highest percentage job loss in goods-producing employment and the fifth highest percentage loss of service-producing employment between March 2020 and April 2020.

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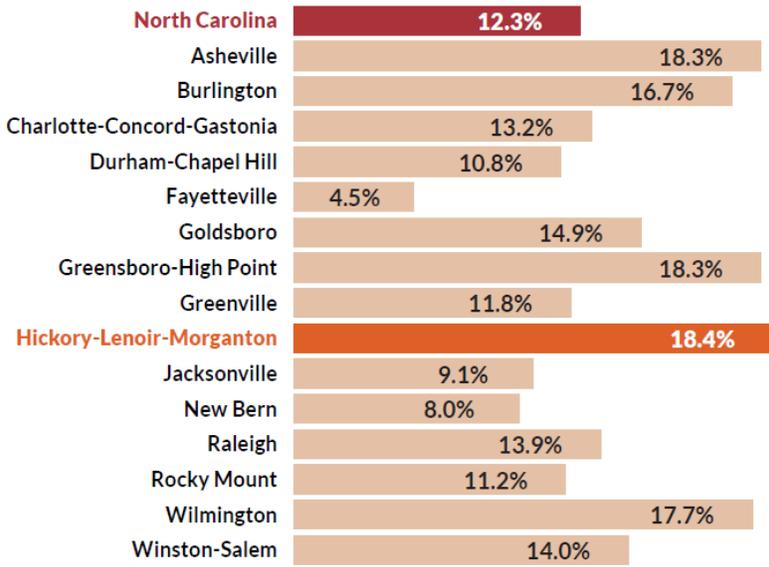
Western Piedmont Council of Governments
1880 Second Ave NW
Hickory, NC 28601

Figure 3. Hickory MSA Estimated Employment, April 1990-April 2020*
**Employment numbers shown are not seasonally adjusted.
Source: Bureau of Labor Statistics, CES Program, 2020.*



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Figure 11. Percentage Loss in NC MSA Employment, Apr. 2019-20
Source: Bureau of Labor Statistics, CES Program, 2020.



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Civilian Labor Force

The COVID-19 pandemic caused the Hickory MSA unemployment rate to increase from 4.0% in March 2020 to 17.6% in April 2020 (Figure 1). Between April 2019 and April 2020, the estimated number of employed persons decreased from 169,522 to 133,725 (-35,797), while the civilian labor force decreased from 175,395 to 162,359 (-13,036). In April 2020 the Hickory MSA had the highest unemployment rate among North Carolina MSAs (Table 1). April 2020 unemployment rates by county were Alexander 20.1%, Burke 15.5%, Caldwell 16.1% and Catawba 18.8%.

Figure 1. MSA Unemployment, April 2019 - April 2020

Source: NC Labor and Economic Analysis Division, 2020.

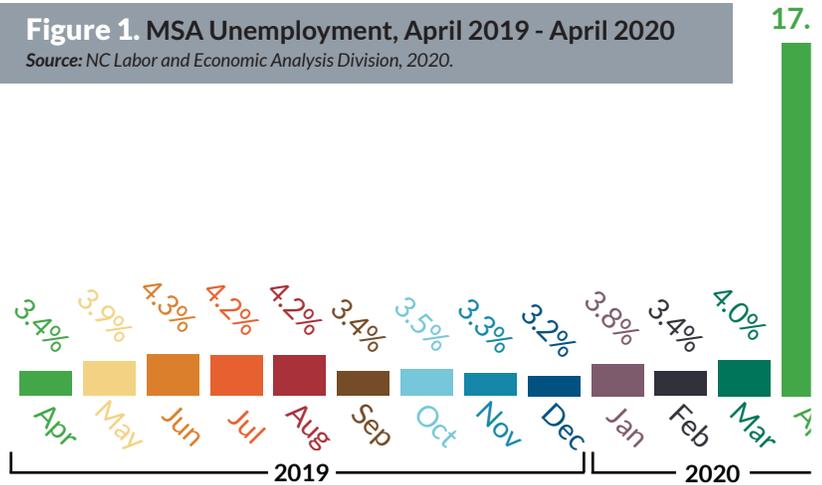


Table 1.

MSA Unemployment Rate, April 2020

Greenville	9.5%
Goldsboro	9.6%
New Bern	10.0%
Raleigh	11.0%
Jacksonville	11.8%
Rocky Mount	12.6%
Burlington	12.7%
Charlotte-Concord-Gastonia	12.7%
Durham-Chapel Hill	12.7%
Winston-Salem	12.7%
Fayetteville	14.6%
Wilmington	14.6%
Greensboro-High Point	15.0%
Asheville	16.0%
Hickory-Lenoir-Morganton	17.6%

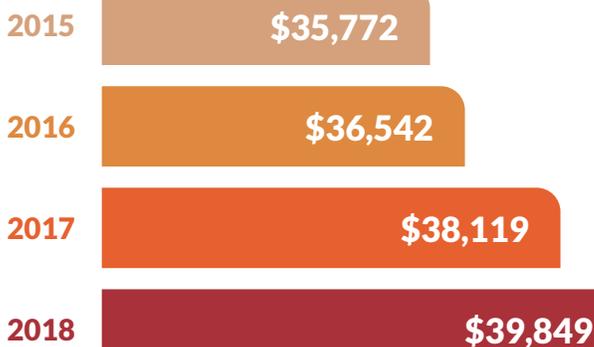
Source: NC Labor and Economic Analysis Division, 2020.

Per Capita Personal Income (PCPI)

Hickory MSA Per Capita Personal Income (PCPI) grew from \$35,772 in 2015 to \$39,849 in 2018 (Figure 2). The Hickory MSA 11.4% PCPI growth was much higher than the United States inflation rate (5.6%) between 2015 and 2018. The Hickory MSA PCPI growth rate from 2015 to 2018 was also higher than the North Carolina PCPI average growth rate (10.2%) and the national average PCPI growth rate (11.1%). In 2018, the Hickory Metro ranked 318 of 383 US metro areas in PCPI with the fourth-lowest PCPI among North Carolina's 15 metro areas. The Fayetteville MSA's 2018 PCPI (\$36,369) was the lowest among the State's metro areas.

Figure 2. Hickory MSA Per Capita Personal Income, 2015-2018

Source: US Bureau of Economic Analysis, 2020.



PCPI increases occurred in each of the four Hickory MSA counties between 2015 and 2018. Three-year PCPI changes (2015-2018) by County were Alexander 9.4%, Burke 11.0%, Caldwell 11.3% and Catawba 11.9% (Table 2). In 2018, PCPI exceeded \$45,000 in Catawba County.

Table 2. Per Capita Personal Income, 2015 - 2018

Source: US Bureau of Economic Analysis, 2020.

County	2015	2016	2017	2018
Alexander	\$34,216	\$34,082	\$36,178	\$37,438
Burke	\$31,772	\$32,359	\$33,747	\$35,265
Caldwell	\$31,773	\$32,272	\$33,792	\$35,374
Catawba	\$40,533	\$41,748	\$43,310	\$45,010

EIN Spotlight | Hickory MSA Current Employment Statistics

The Current Employment Survey (CES) is produced by the Bureau of Labor Statistics (BLS). Each month the program survey about 144,000 businesses and government agencies across the United States. The survey, which covers approximately 554,00 individual worksites, provides detailed data by industry on employment patterns, as well as hours and earnings of workers on nonfarm payrolls for all 50 states and all metropolitan areas. April 2020 Current Employment Statistics data is the first look at how the current COVID-19 pandemic is influencing the economy of the Hickory Metro region. Please note that CES data is not available at a county or municipal level.

This EIN Spotlight will focus on current employment trends in the Hickory MSA based on Current Employment Statistics results. The analysis will determine the extent of employment losses for both goods-producing and service-providing sectors over the past year (defined as April 2019 to April 2020) and the past month (defined as March 2020 to April 2020).

Figure 3 reveals employment estimates from the Current Employment Survey from April 1990 to April 2020. In April 1990, the region had an estimated 163,500 jobs. The 1990-1992 recession caused employment in the Hickory Metro to drop below 160,000; however, by April 2000, employment in the Hickory MSA grew to an estimated 185,900 workers. Two economic recessions caused the loss of 43,200 jobs (or a 23.2% employment decrease) in the region between 2000 and 2010. CES results reveal that estimated employment in the Hickory MSA increased from 142,700 in April 2010 to 156,300 in April 2019 (Figure 4). The region began to feel the impacts of the pandemic as total employment fell to 155,200 in March 2020. Between March and April 2020, the region lost an estimated 27,600 jobs. CES data reveals that the region had 28,700 fewer jobs in April 2020 than in April 2019. As the trend line in Figure 3 shows, the 127,600-job estimate for the Hickory MSA is by far the lowest employment total since 1990.

CES results reveal that estimated employment in the Hickory MSA increased from 142,700 in April 2010 to 156,300 in April 2019 (Figure 4). The region began to feel the impacts of the pandemic as total employment fell to 155,200 in March 2020. Between March and April 2020, the region lost an estimated 27,600 jobs. CES data reveals that the region had 28,700 fewer jobs in April 2020 than in April 2019. As the trend line in Figure 3 shows, the 127,600-job estimate for the Hickory MSA is by far the lowest employment total since 1990.

Hickory MSA Goods-Producing Employment Trends

MSA Current Employment Survey data is divided into two sectors: "goods-producing" and "service-providing" employment. Goods-producing employment includes jobs in the agriculture, mining, construction and manufacturing industries. An analysis of Current Employment Survey data shows that goods-producing employment in the Hickory MSA has steadily fallen over the past 30 years (Figure 5, page 3). In

Figure 3. Hickory MSA Estimated Employment, April 1990-April 2020*

*Employment numbers shown are not seasonally adjusted.
Source: Bureau of Labor Statistics, CES Program, 2020.

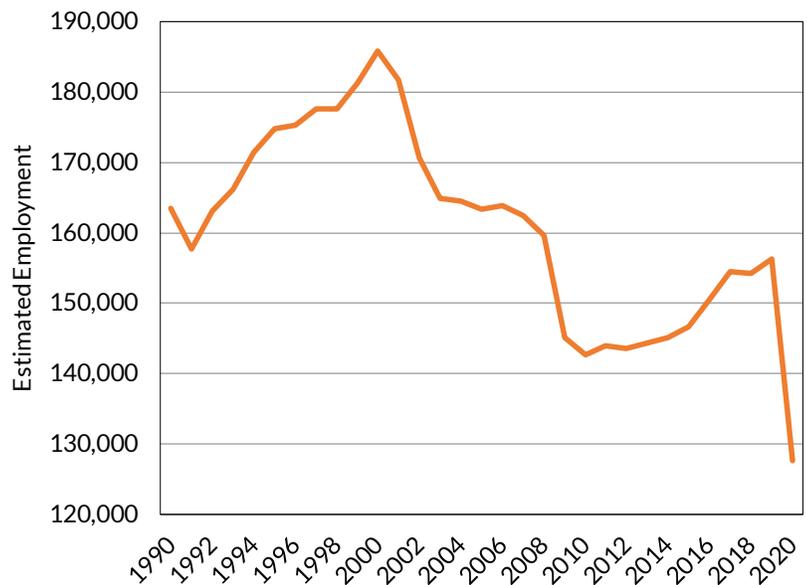
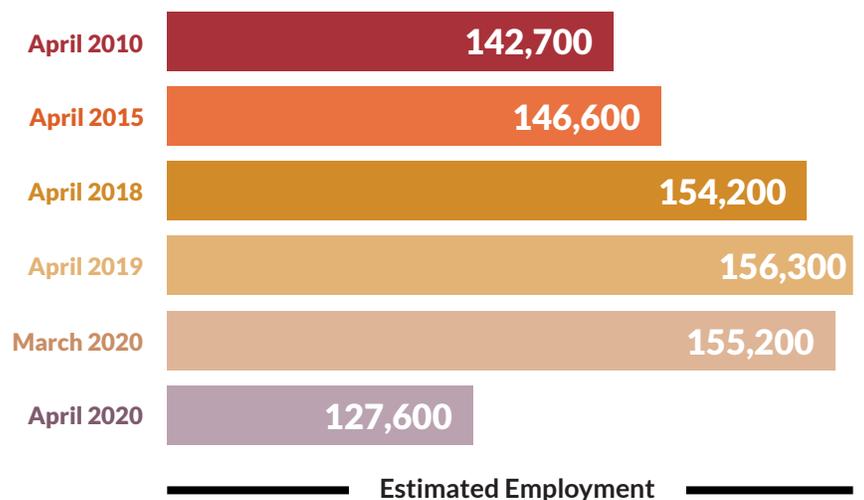


Figure 4. Hickory MSA Estimated Employment Totals, April 2010-April 2020*

*Employment numbers shown are not seasonally adjusted.
Source: Bureau of Labor Statistics, CES Program, 2020.



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April 1990, there were over 88,000 goods-producing jobs in region (53.8% of total jobs), the majority in furniture and textile manufacturing. During the 1990s, the goods-producing sector only lost 3,300 jobs due to employment growth in fiber optics coaxial cable manufacturing. Between 2000 and 2010, however, two economic recessions led to a loss of more than half of a goods-producing employment in the region. From 2000 to 2010, more than 44,000 goods-producing jobs (or 51.7% of all goods producing jobs) were eliminated in the Hickory MSA. Goods-producing jobs now comprise 27.8% of all jobs in the region.

Figure 5. Hickory MSA Estimated Goods-Producing Employment Trends, April 1990-April 2020
 Source: Bureau of Labor Statistics, CES Program, 2020.

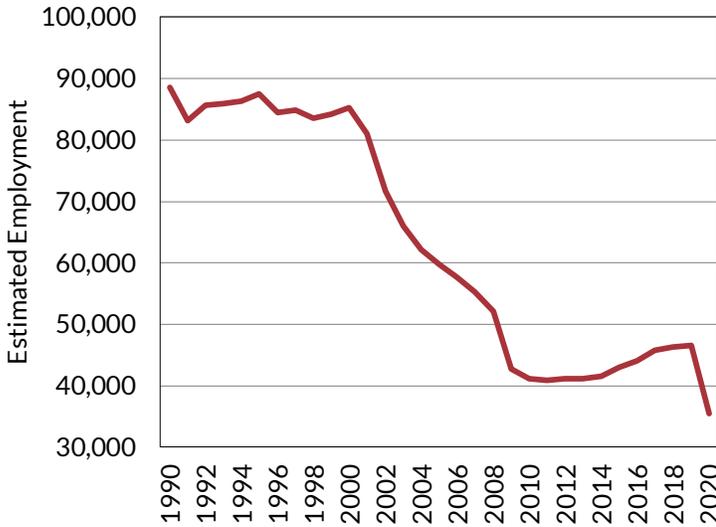
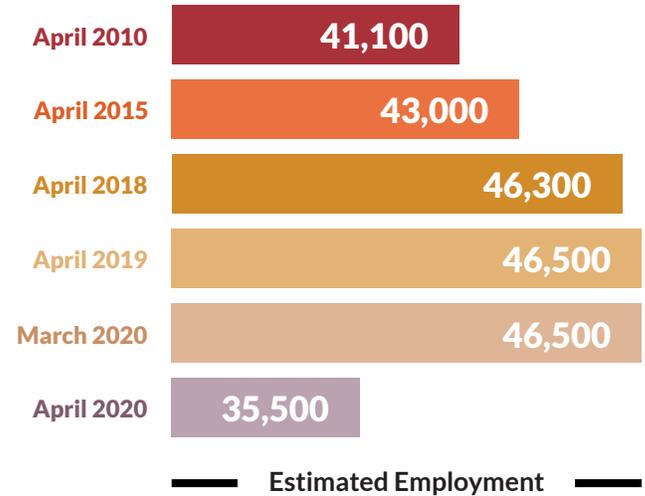


Figure 6. Hickory MSA Estimated Goods-Producing Employment Totals, April 2010-April 2020
 Source: Bureau of Labor Statistics, CES Program, 2020.

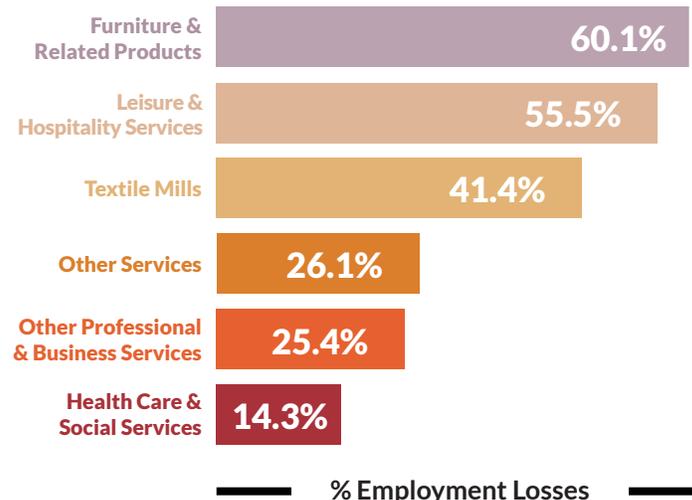


Data seen in Figure 6 shows a recovery in goods-producing employment between April 2010 and April 2019. During the 9-year period, the number of goods-producing jobs increased by 5,400 (or 13.1%) to 46,500. The majority of these gains occurred in furniture manufacturing. No net change in goods-producing employment occurred between April 2019 and March 2020. In just one month, 11,000 goods-producing jobs in the region were cut from March 2020 to April 2020. In other words, between March and April 2020, nearly one-quarter of goods-producing jobs were lost in the region.

The CES further breaks Hickory MSA goods-producing employment into five categories: mining, logging and construction; furniture and other related products manufacturing; other durable goods manufacturing; textile mills; and other non-durable goods manufacturing. Hickory MSA employment changes by goods-producing industry from April 2019 to April 2020 can be seen in Table 3 on page 4. All goods-producing industry sectors except for one lost employment over the past year. Total employment in the mining, logging and construction industries between April 2019 and April 2020 fell from 4,600 to 4,200 (-8.7%). An estimated 300 jobs in the mining, logging and construction sector were cut from March 2020 to April 2020.

The Hickory MSA furniture industry lost a greater percentage of employment between April 2019 and April 2020 than any other Hickory MSA sector (Figure 7). Over the past 12 months, furniture manufacturing employment fell more than 60% from 14,300 to 5,700. All of the losses occurred after March 2020, as the furniture industry was declared a “non-essential” industry in the State. It is hoped that most of these losses are only temporary, and survey data collected by the Western Piedmont Workforce Development Board indicates that some workers are already

Figure 7. Hickory MSA Industries with Biggest Percentage Job Losses April 2019-April 2020
 Source: Bureau of Labor Statistics, CES Program, 2020.



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back on the job at furniture manufacturing plants. It is also likely, however, that some of the furniture layoffs will be long-term or permanent layoffs, depending on economic conditions going forward.

Table 3. Hickory MSA Goods-Producing Employment, April 2019 – April 2020

Industry	April 2019	March 2020	April 2020	Change April 2019-20	% Change April 2019-20	Change March 2020 to April 2020	% Change March 2020 to April 2020
Mining, Logging & Construction	4,600	4,500	4,200	-400	-8.7%	-300	-6.7%
Manufacturing	41,900	42,000	31,300	-10,600	-25.3%	-10,700	-25.5%
Durable Goods Manufacturing	27,200	27,200	19,700	-7,500	-27.6%	-7,500	-27.6%
Furniture and Related Products	14,300	14,400	5,700	-8,600	-60.1%	-8,700	-60.4%
Other Durable Products	12,900	12,800	14,000	1,100	8.5%	1,200	9.4%
Non-Durable Goods Manufacturing	14,700	14,800	11,600	-3,100	-21.1%	-3,200	-21.6%
Textile Mills	2,900	2,900	1,700	-1,200	-41.4%	-1,200	-41.4%
Other Non-Durable Goods	11,800	11,900	9,900	-1,900	-16.1%	-2,000	-16.8%
Goods-Producing Employment	46,500	46,500	35,500	-11,000	-23.7%	-11,000	-23.7%

*Durable Goods are products that do not quickly wear out and are not consumed in one use. Durable goods usually last for three or more years. Examples include cars, furniture, and refrigerators. Non-durable goods, on the other hand, either are consumed in one use, or have a lifespan of fewer than three years. Examples include cleaning supplies, food products, paper products and textiles. Source: Bureau of Labor Statistics, CES Program, 2020.

The textile industry has also been hit hard by the pandemic. Since April 2019 the textile mills sector has suffered a greater than 40% loss of jobs, all of which occurred between March and April 2020. The 40% employment loss was the third-highest percentage job loss of any Hickory MSA industry between April 2019 and April 2020. As of April 2020, textile employment was down to just 1,700 workers despite many textile manufacturers moving part or all of their production to making personal protective equipment (PPE). It will be interesting to see how many textile jobs will come back over the next six to 12 months.

The only Hickory MSA Current Employment Statistics category to gain employment since March 2020 is “other (non-furniture durable goods manufacturing.” Durable goods are manufacturing products that do not quickly wear out (last three or more years) and are not consumed in one use. Examples include parts for cars, cables, computers and appliances. Between March and April 2020, the number of Hickory MSA employees in other durable goods manufacturing grew by 1,200 workers to 14,000. The reason for the increase is unclear, but perhaps some furniture or non-durable goods production was switched to durable goods manufacturing, such as plastics and other durable PPE products.

The number of Hickory MSA jobs in “other (non-textiles) non-durable goods manufacturing” after adding 100 jobs from April 2019 to March 2020, decreased by 1,900 workers from 11,900 in March 2020 to 9,900 in April 2020. Non-durable goods last less than three years or are consumed in one use. Examples include food, paper products and cleaning supplies. As with furniture manufacturing, it is assumed that many of the layoffs in this category are only temporary and that some workers that were furloughed have already regained employment.

Hickory MSA Service-Providing Employment Trends

Service-providing jobs include many fields such as education, finance, health care and retail. In 1990, the Hickory MSA service-providing sector had employment of 75,000 workers (Figure 8, page 5). By 2000, service-providing employment in the Hickory MSA exceeded 100,000 jobs. Between 2000 and 2010, despite two recessions, the region’s service-providing sector grew slightly to 101,600.

Statistics in Figure 9 on page 5 reveal significant growth in service-providing employment between April 2010 and April 2019. From April 2010 to April 2019, employment in the Hickory MSA service sector increased 8.1% to 109,800. Service-providing employment started to fall in March 2019, coinciding with the start of the pandemic in North Carolina. In the following month, a staggering job loss of 16,600 occurred in the service-providing sector as a statewide stay at home order was put in place. While the region as of April 2020 still has more service sector employment than in April 1990, the number of service-providing jobs is at its lowest level since April 1998.

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Figure 8. Hickory MSA Estimated Service-Providing Employment Trends, April 1990-April 2020

Source: Bureau of Labor Statistics, CES Program, 2020.

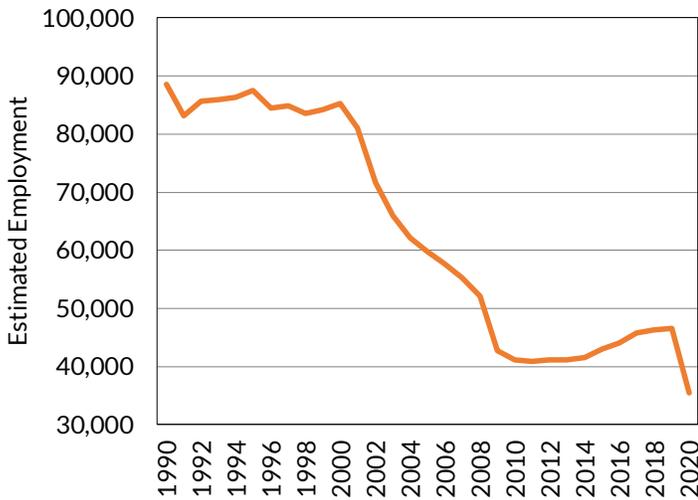
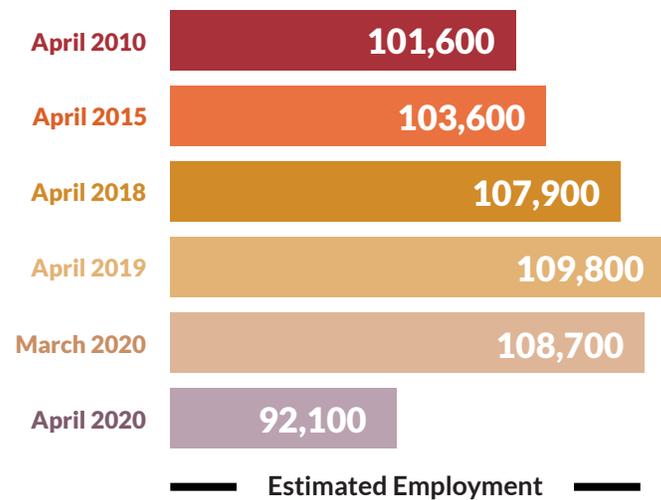


Figure 9. Hickory MSA Estimated Service-Providing Employment Totals, April 2010-April 2020

Source: Bureau of Labor Statistics, CES Program, 2020.



The Current Employment Survey separates service-producing employment in the Hickory MSA into 14 subcategories: wholesale trade; retail trade; transportation, warehousing and utilities; information; financial services; administrative and waste management other professional and business services; education (private sector); health care; leisure and hospitality services; other service (private sector); federal government; state government; and local government. Hickory MSA employment changes by service producing industry since April 2019 are displayed in Table 4.

Table 4. Hickory MSA Service-Producing Employment, April 2019-2020

Industry	April 2019	March 2020	April 2020	Change April 2019-20	% Change April 2019-20	Change March 2020 to April 2020	% Change March 2020 to April 2020
Trade, Transportation, & Utilities	29,800	29,900	27,400	-2,400	-8.1%	-2,500	-8.4%
Wholesale Trade	6,600	6,600	6,300	-300	-4.5%	-300	-4.5%
Retail Trade	17,100	17,100	15,500	-1,600	-9.4%	-1,600	-9.4%
Transportation, Warehouse & Utilities	6,100	6,200	5,600	-500	-8.2%	-600	-9.7%
Information	800	800	800	0	0.0%	0	0.0%
Financial Activities	3,200	3,300	3,100	-100	-3.1%	-200	-6.1%
Professional & Business Services	14,400	13,600	12,000	-2,400	-16.7%	-1,600	-11.8%
Administrative & Waste Management	7,700	7,700	7,000	-700	-9.1%	-700	-9.1%
Other Professional & Business Services	6,700	5,900	5,000	-1,700	-25.4%	-900	-15.3%
Education & Health Services	19,300	19,200	16,600	-2,700	-14.0%	-2,600	-13.5%
Education	1,100	1,200	1,000	-100	-9.1%	-200	-16.7%
Health Care & Social Services	18,200	18,000	15,600	-2,600	-14.3%	-2,400	-13.3%
Leisure & Hospitality Services	14,600	14,200	6,500	-8,100	-55.5%	-7,700	-54.2%
Other Services	4,600	4,600	3,400	-1,200	-26.1%	-1,200	-26.1%
Government	23,100	23,100	22,300	-800	-3.5%	-800	-3.5%
Federal Government	700	600	700	0	0.0%	100	16.7%
State Government	6,600	6,600	6,500	-100	-1.5%	-100	-1.5%
Local Government	15,800	15,900	15,100	-700	-4.4%	-800	-5.0%
Service-Providing Employment	109,800	108,700	92,100	-17,700	-16.1%	-16,600	-15.3%

Source: Bureau of Labor Statistics

The Current Employment Statistics group “leisure and hospitality services” includes several service sector categories, including accommodations, restaurants, museums, event centers and other tourist attractions. No other service-providing sector in the region has suffered more employment losses between March and April 2020 than the leisure and hospitality industry. In just one month, more than half of all leisure and hospitality sector jobs were lost in the region (Figure 10). Only the furniture and related products sector tallied more job losses between March and April 2020. Because of the COVID-19 pandemic, the number of jobs in the leisure and hospitality sector plummeted from 14,200 to just 6,500. Over the course of a month, the leisure and hospitality sector went from one of the largest in the region, to have the same number of jobs as state government. It will likely take much longer for the leisure and hospitality sector to rebound. Tourism will likely be slow to recover as COVID-19 causes fear of traveling to continue as well as the canceling of numerous festivals and other events. Many restaurants, which have small operating margins, will likely fail to reopen.

Both wholesale and retail trade employment saw job losses between March and April 2020, but not as much as other service sectors. This may be due to the fact that many retailers, both wholesale and regular retail, were declared essential business and allowed to stay open. While some retail establishments were ordered to close, others hired workers. In total, 1,600 retail trade jobs and 300 wholesale trade jobs were lost from March to April 2020. While many, but not all, of the big chain retailers, will not be forced to close due to pandemic, there is a concern that some small business retailers may not be able to survive.

Included in the “administrative and waste management” service sector are jobs from temporary job agencies, which are lower paying positions with limited benefits. Even this sector, which has generally been immune to economic downturns, has experienced job losses since March 2020 due to the pandemic. The number of jobs in administrative job services has declined 9.1% from March to April 2020 to just 7,000 jobs. This sector may recover more quickly than some other sectors if businesses decide to hire temporary workers to complete business functions instead of hiring back full-time employment.

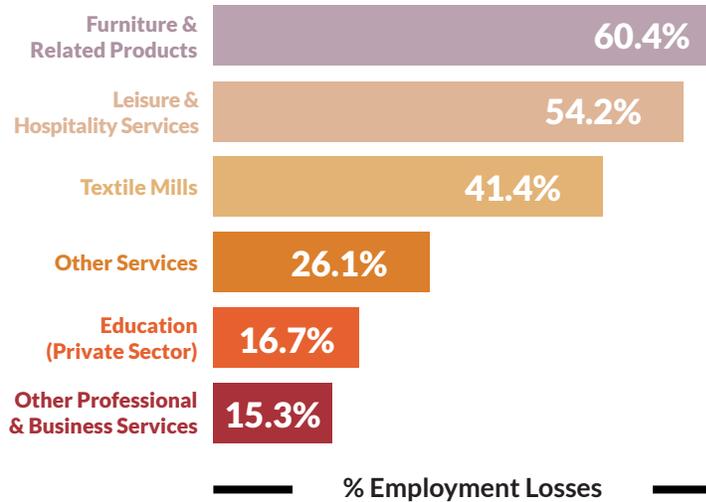
Other professional and business services like accounting/bookkeeping, architecture/engineering, legal services, and manager and technical services, have seen substantial job losses since April 2019. The sector, which already lost 800 jobs between April 2020 and March 2020, declined another 15.3% to 5,000 jobs in April 2020. Many businesses in this category are classified as “small businesses” with fewer than 50 employees and higher wages, so it will be interesting to see how quickly the professional and business service sector recovers over the next few months.

About 200 jobs were cut in the education sector between March and April 2020. In terms of percentage, it was the fifth-highest percentage employment loss in the region from March to April 2020. Some people might believe that the “Health Care and Social Services” sector would benefit from the pandemic. The reality is, however, that the sector has suffered significant losses, and many health care services such as outpatient elective surgeries and dental checkups were deemed “nonessential” forcing many workers to be furloughed in April. Between March and April 2020, the health care and social services sector lost 13.3% of jobs or 2,400 positions. This sector should see a quick recovery as restrictions are lifted, although it may be slower than anticipated if the public is not willing to get routine and elective health care due to COVID-19 fears.

Employment in the “other services” category includes churches, nonprofit organizations and close contact personal care services. This sector has been particularly hard hit by the impacts of COVID-19. Over the course of just one month, employment in the other services sector fell from 4,600 to 3,400. The 26.1% loss of jobs was the fourth-highest between March and April 2020 behind only the furniture, leisure and hospitality, and textile mill industries.

The information sector includes establishments in the publishing, sound and broadcasting industries (both traditional and Internet based), telecommunications industries, web search portals, data processing and information services. Employment in the Hickory MSA’s “information” industry has remained stable over the past 12 months (800 positions), indicating that the pandemic has had little impact on the information sector.

Figure 10. Hickory MSA Industries with Biggest Percentage Job Losses March 2020 to April 2020
 Source: Bureau of Labor Statistics, CES Program, 2020.



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The Current Employment Survey divides the “government” sector into federal, state and local government employment. Federal government employment has hovered between 600 and 700 employees over the past year. Only a minor loss of 100 workers occurred in state government employment between March and April 2020. Local governments cut 5% of their workforce from March to April 2020. Additional employment cuts are possible in local and state government as revenue shortfalls impact their current and future budgets.

Summary

There is no question that the COVID-19 pandemic has had a significant impact on the Hickory MSA’s economy. As of April 2020 employment in the region equaled just 127,600, according to results from the Current Employment Survey (CES). This is by far the lowest number of jobs in the region over the past 30 years. The April 2020 employment is 58,300 less than the peak number of jobs in April 2010 and is 27,600 jobs less than the March 2020 total.

Hickory MSA goods-producing employment, which includes mining, construction and manufacturing, fell from 46,500 in March 2020 to 35,500 in April 2020. Most of the goods-producing employment losses occurred in furniture and textiles. The region lost more than 60% of its furniture jobs and over 40% of its textile jobs between March and April 2020. Fortunately, many of these workers are already back on the job, although it may take some time for all the jobs to return, due to continuing economic uncertainty nationally.

Hickory MSA service-providing employment has also been severely hit by the pandemic. Since peaking in April 2019, the number of service-producing jobs has dropped from 109,800 to 92,100. The biggest service sector employment decrease (-8,100) since April 2019 occurred in leisure and hospitality services, which includes accommodations, restaurants and museums. More than 50% of all jobs in the leisure and hospitality sector have been lost over the past year. More than one-quarter of all employment (-1,200) in the “other services” category has been lost between March and April 2020. The other services category includes churches, nonprofit organization and close contact personal care services.

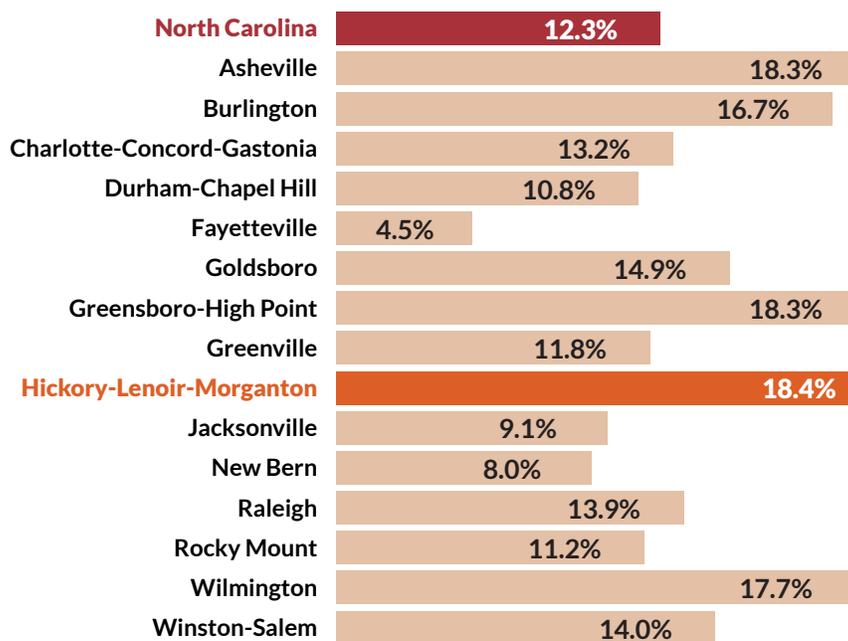
CES Comparisons with other North Carolina MSAs

It is important to understand how COVID-19 has affected employment across other metro areas in North Carolina. This EIN Article compares employment percentage losses in the Hickory MSA with other North Carolina metropolitan areas over the past year and the past month due to the pandemic. Between April 2019 and April 2020, the Hickory MSA lost 18.4% of its total employment. This was the most of any Metro area in North Carolina (Figure 11). The Asheville and the Greensboro MSA’s were tied for the second greatest percentage job loss (18.3%), while the Wilmington MSA lost 17.7% of its workforce. In total, 12 of the 15 metro areas had losses greater than 10%. Only the Fayetteville, Jacksonville and New Bern MSAs had a less than 10% job loss. This is due to large numbers of US military employees in these MSAs.

In total, the State of North Carolina lost more than 560,000 jobs between April 2019 and 2020. (Table 5, page 8). Nearly 30% of the State’s total job losses occurred in the Charlotte MSA. The Charlotte Metro (North Carolina portion only) lost 162,200 jobs between April 2019 and April 2020. A decrease of nearly 90,000 jobs occurred in the Raleigh MSA, while total employment fell by 67,100 workers in the Greensboro MSA. The smallest job losses occurred in the New Bern (-3,600) and Jacksonville (-4,600) MSAs. The bulk of the State’s COVID-19 related job losses took place between March and April 2020. The Hickory MSA also had the greatest percentage job loss among North Carolina Metro areas between March 2020 and April 2020 (Figure 12, page 8).

Figure 11. Percentage Loss in NC MSA Employment, Apr. 2019-20

Source: Bureau of Labor Statistics, CES Program, 2020.



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Table 5. CES Employment Estimates for NC MSAs, April 2019 – April 2020*

*Employment numbers shown are not seasonally adjusted. Charlotte MSA data includes only the North Carolina portion of the MSA. Source: Bureau of Labor Statistics, CES Program, 2020.

NC MSA	April 2019	March 2020	April 2020	Change April 2019-20	% Change April 2019-20	Change March 2020 to April 2020	% Change March 2020 to April 2020
Asheville	199,000	197,000	162,600	-36,400	-18.3%	-34,400	-17.5%
Burlington	63,500	64,100	52,900	-10,600	-16.7%	-11,200	-17.5%
Charlotte	1,229,700	1,238,800	1,067,500	-162,200	-13.2%	-171,300	-13.8%
Durham	322,700	324,100	287,800	-34,900	-10.8%	-36,300	-11.2%
Fayetteville	132,900	130,700	113,600	-19,300	-14.5%	-17,100	-13.1%
Goldensboro	41,600	40,800	35,400	-6,200	-14.9%	-5,400	-13.2%
Greensboro	366,800	361,900	299,700	-67,100	-18.3%	-62,200	-17.2%
Greenville	81,700	81,400	72,100	-9,600	-11.8%	-9,300	-11.4%
Hickory	156,300	155,200	127,600	-28,700	-18.4%	-27,600	-17.8%
Jacksonville	50,400	50,500	45,800	-4,600	-9.1%	-4,700	-9.3%
New Bern	45,100	44,800	41,500	-3,600	-8.0%	-3,300	-7.4%
Raleigh	646,600	655,200	556,900	-89,700	-13.9%	-98,300	-15.0%
Rocky Mount	56,100	55,600	49,800	-6,300	-11.2%	-5,800	-10.4%
Wilmington	133,200	132,300	109,600	-23,600	-17.7%	-22,700	-17.2%
Winston-Salem	272,300	269,300	234,300	-38,000	-14.0%	-35,000	-13.0%
North Carolina Totals	4,571,100	4,552,400	4,009,200	-561,900	-12.3%	-543,200	-11.9%

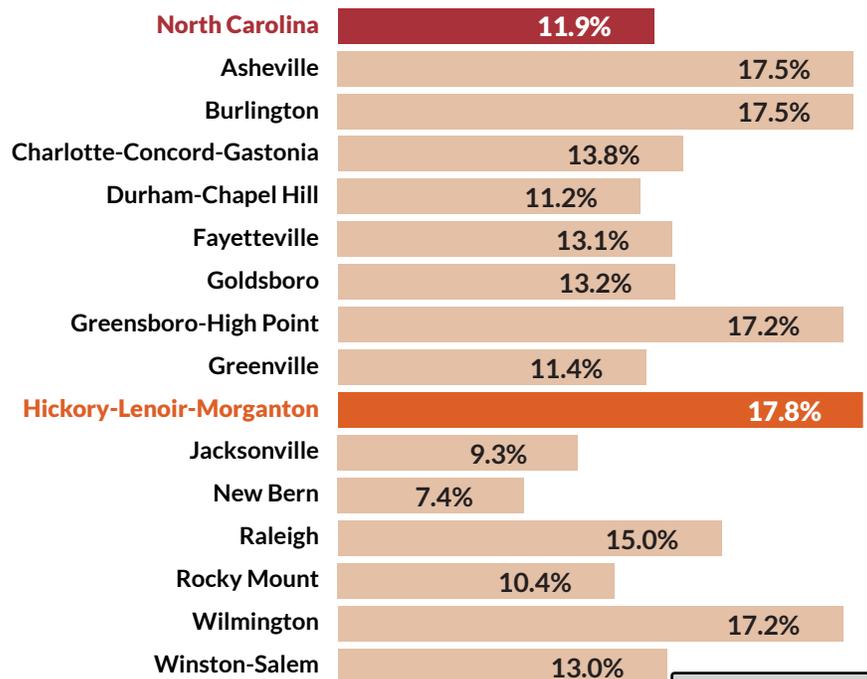
The 17.8% employment decline was greater than the percentage job losses in the Asheville (-17.5%), Burlington (-17.5%) Greensboro (-17.2%) or Wilmington (-17.2%) MSAs (Figure 12). An analysis of job losses across North Carolina Metro areas between March and April 2020 reveals that 13 of 15 MSAs had employment losses of greater than 10% and six MSAs had job losses of 15% or higher. Only the Jacksonville and New Bern MSAs had employment decreases of less than 10%. Statewide the percentage job loss between March and April 2020 was 11.9%. This result would indicate that most metro areas suffered a greater percentage of job loss than the State as a whole.

In total, the State lost more than 543,000 jobs between March and April 2020. In the Charlotte MSA, data from the Current Employment Survey reveals employment decreases of 171,300 from March to April 2020. Close to 100,000 jobs were lost in the Raleigh MSA. The Hickory MSA job loss between March and April 2020 was more than the Wilmington MSA (-22,700) and only 7,400 less than the Winston-Salem MSA.

April 2019 to April 2020 trends in NC MSA goods-producing employment are revealed in Table 6, page 9. North Carolina totals reveal a 9.6% goods-producing job loss between April 2019 and April 2020 with a 9.0% loss between March and April 2020. The statewide percentage job decline was much less than the Hickory MSA, which lost more than 23% of its goods-producing employment between April 2019 and April 2020.

Figure 12. Percentage Loss in NC MSA Employment, March 2020 to April 2020

Source: Bureau of Labor Statistics, CES Program, 2020.



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Table 6. Goods-Producing Employment Estimates for NC MSAs, April 2019 – April 2020*

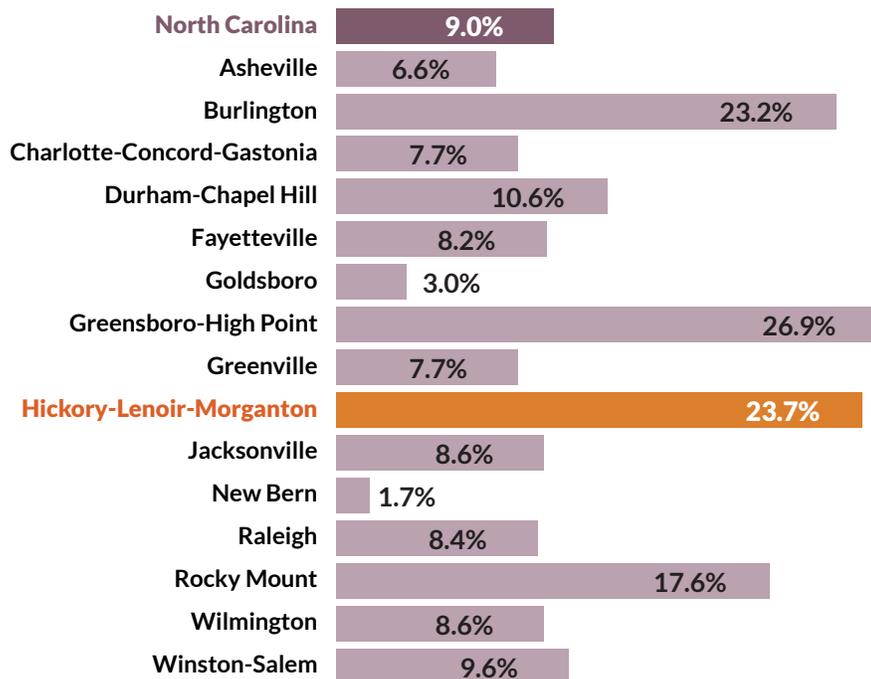
*Employment numbers shown are not seasonally adjusted. Charlotte MSA data includes only the North Carolina portion of the MSA.
Source: Bureau of Labor Statistics, CES Program, 2020.

NC MSAs	April 2019	March 2020	April 2020	Change April 2019-20	% Change April 2019-20	Change March 2020 to April 2020	% Change March 2020 to April 2020
Asheville	32,100	31,800	29,700	-2,400	-7.5%	-2,100	-6.6%
Burlington	12,600	12,500	9,600	-3,000	-23.8%	-2,900	-23.2%
Charlotte	178,100	182,100	168,000	-10,100	-5.7%	-14,100	-7.7%
Durham	36,900	37,600	33,600	-3,300	-8.9%	-4,000	-10.6%
Fayetteville	14,800	14,600	13,400	-1,400	-9.5%	-1,200	-8.2%
Goldsboro	7,300	6,700	6,500	-800	-11.0%	-200	-3.0%
Greensboro	69,400	68,500	50,100	-19,300	-27.8%	-18,400	-26.9%
Greenville	10,100	10,400	9,600	-500	-5.0%	-800	-7.7%
Hickory	46,500	46,500	35,500	-11,000	-23.7%	-11,000	-23.7%
Jacksonville	3,500	3,500	3,200	-300	-8.6%	-300	-8.6%
New Bern	5,800	5,800	5,700	-100	-1.7%	-100	-1.7%
Raleigh	76,900	77,200	70,700	-6,200	-8.1%	-6,500	-8.4%
Rocky Mount	12,300	11,900	9,800	-2,500	-20.3%	-2,100	-17.6%
Wilmington	15,200	15,100	13,800	-1,400	-9.2%	-1,300	-8.6%
Winston-Salem	44,400	44,600	40,300	-4,100	-9.2%	-4,300	-9.6%
North Carolina Totals	711,000	706,100	642,800	-68,200	-9.6%	-63,300	-9.0%

Results seen in Figure 13 show that the percentage of good-producing job losses varied widely across North Carolina MSA. The highest percentage goods-producing decrease was in the Greensboro MSA, which lost more than 25% of its goods-producing employment between March and April 2020. The Hickory MSA had the second-highest decrease in goods-producing job

Figure 13. Percentage Loss in NC MSA Goods-Producing Employment, March 2020 to April 2020

Source: Bureau of Labor Statistics, CES Program, 2020.



loss (-23.7%), followed by the Burlington (-23.2%) and Rocky Mount MSAs (-17.6%). It appears these MSAs had a higher percentage of manufacturing employment that was deemed nonessential including furniture and textile mills. In terms of numbers, the Greensboro MSA lost the most workers between March and April 2020 (-19,300) followed by the Charlotte MSA (-14,100) and the Hickory MSA (-11,000).

In contrast to the Hickory MSA, 10 of the 15 MSAs in North Carolina experienced a drop of less than 10% of goods-producing jobs between March and April 2020. The smallest percentage decrease occurred in the New Bern MSA (-1.7%), which only saw a 100 person employment decrease since March 2020. Only a 3% goods-producing employment decline took place in the Goldsboro MSA. It would appear that in these MSAs, most of the goods-producing employment was considered essential, so the percentage drop in employment was much less than other North Carolina MSAs.

North Carolina MSA service-producing employment trends from April 2019 to April 2020 are displayed in Table 7, page 10. North Carolina totals show a 12.8% drop in

Attachment: Vol 23 - 2 - EIN - 2020 (3087 : BOC Reports & Comments)

Table 7. Service-Providing Employment Estimates for NC MSAs, April 2019 – April 2020*

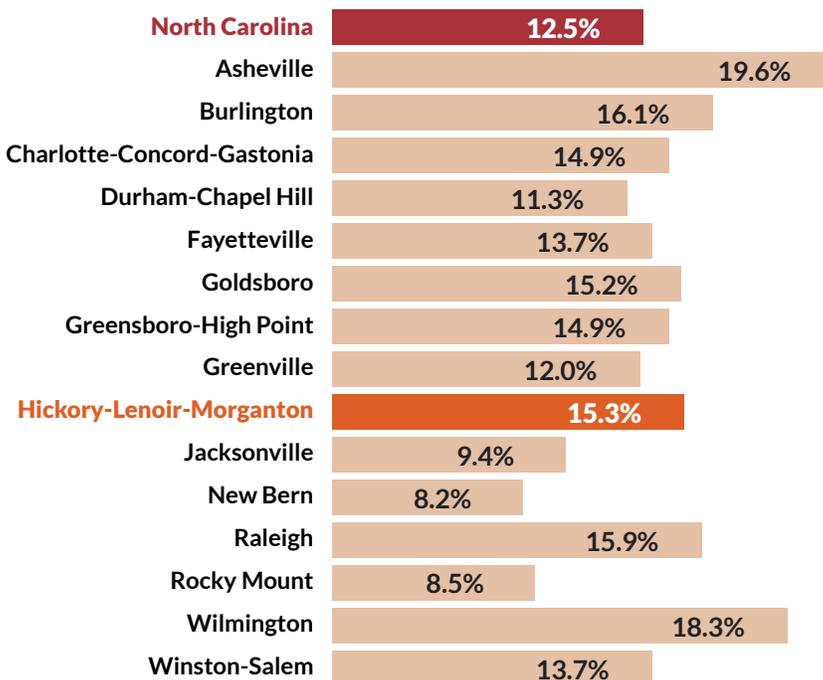
*Employment numbers shown are not seasonally adjusted. Charlotte MSA data includes only the North Carolina portion of the MSA. Source: Bureau of Labor Statistics, CES Program, 2020.

NC MSAs	April 2019	March 2020	April 2020	Change April 2019-20	% Change April 2019-20	Change March 2020 to April 2020	% Change March 2020 to April 2020
Asheville	166,900	165,200	132,900	-34,000	-20.4%	-32,300	-19.6%
Burlington	50,900	51,600	43,300	-7,600	-14.9%	-8,300	-16.1%
Charlotte	1,051,600	1,056,700	899,500	-152,100	-14.5%	-157,200	-14.9%
Durham	285,800	286,500	254,200	-31,600	-11.1%	-32,300	-11.3%
Fayetteville	118,100	116,100	100,200	-17,900	-15.2%	-15,900	-13.7%
Goldsboro	34,300	34,100	28,900	-5,400	-15.7%	-5,200	-15.2%
Greensboro	297,400	293,400	249,600	-47,800	-16.1%	-43,800	-14.9%
Greenville	71,600	71,000	62,500	-9,100	-12.7%	-8,500	-12.0%
Hickory	109,800	108,700	92,100	-17,700	-16.1%	-16,600	-15.3%
Jacksonville	46,900	47,000	42,600	-4,300	-9.2%	-4,400	-9.4%
New Bern	39,300	39,000	35,800	-3,500	-8.9%	-3,200	-8.2%
Raleigh	569,700	578,000	486,200	-83,500	-14.7%	-91,800	-15.9%
Rocky Mount	43,800	43,700	40,000	-3,800	-8.7%	-3,700	-8.5%
Wilmington	118,000	117,200	95,800	-22,200	-18.8%	-21,400	-18.3%
Winston-Salem	227,900	224,700	194,000	-33,900	-14.9%	-30,700	-13.7%
North Carolina Totals	3,860,100	3,846,300	3,366,400	-493,700	-12.8%	-479,900	-12.5%

employment from April 2019 to April 2020. Most of the decline occurred between March and April 2020, with a loss of near 480,000 service-producing jobs. The Hickory MSA had a higher percentage of service-producing job loss than the State between April 2019 and April 2020 and March 2020 to April 2020.

Figure 14. Percentage Loss in NC MSA Service-Providing Employment, March 2020 to April 2020

Source: Bureau of Labor Statistics, CES Program, 2020.



Similar to the pattern seen with goods-producing employment, North Carolina MSAs varied widely with the percentage loss of service-providing jobs between March and April 2020 (Figure 14). The biggest percentage falls in service-providing employment happened in the Asheville and Wilmington MSAs, which lost 19.6% and 18.3% of its service-providing jobs from March to April 2020. This result is due to job cuts related to tourism and restaurants, which are significant parts of Asheville's and Wilmington's economies. The Burlington MSA had the third-highest drop in service-producing employment (-16.1%) followed by the Raleigh (-15.9%) and Hickory (-15.3%) MSAs. It is somewhat surprising that the Hickory MSA had a relatively higher loss in service-producing employment compared to other metros in North Carolina, since the Hickory MSA is much less reliant on tourism than other areas in the State.

Three of the 15 MSAs in North Carolina had a less than 10% drop in service-producing employment between March and April 2020. The large US

Table 8. Leisure and Hospitality Services Employment Estimates for NC MSAs, April 2019 – April 2020*

*Employment numbers shown are not seasonally adjusted. Leisure and Hospitality Services employment data was not available for the Goldsboro, Jacksonville, and New Bern MSAs. Charlotte MSA data includes only the North Carolina portion of the MSA. Source: Bureau of Labor Statistics, CES Program, 2020.

NC MSAs**	April 2019	March 2020	April 2020	Change April 2019-20	% Change April 2019-20	Change March 2020 to April 2020	% Change March 2020 to April 2020
Asheville	29,600	29,200	10,900	-18,700	-63.2%	-18,300	-62.7%
Burlington	8,200	8,700	4,200	-4,000	-48.8%	-4,500	-51.7%
Charlotte	141,700	138,700	59,200	-82,500	-58.2%	-79,500	-57.3%
Durham	28,700	26,600	12,900	-15,800	-55.1%	-13,700	-51.5%
Fayetteville	17,000	16,500	8,800	-8,200	-48.2%	-7,700	-46.7%
Greensboro	38,100	35,700	16,300	-21,800	-57.2%	-19,400	-54.3%
Greenville	9,800	9,500	4,700	-5,100	-52.0%	-4,800	-50.5%
Hickory	14,600	14,200	6,500	-8,100	-55.5%	-7,700	-54.2%
Raleigh	72,800	72,900	28,100	-44,700	-61.4%	-44,800	-61.5%
Rocky Mount	5,800	5,500	2,600	-3,200	-55.2%	-2,900	-52.7%
Wilmington	20,500	19,700	6,300	-14,200	-69.3%	-13,400	-68.0%
Winston-Salem	29,500	28,000	16,000	-13,500	-45.8%	-12,000	-42.9%
North Carolina Totals	512,600	498,000	261,900	-250,700	-48.9%	-236,100	-47.4%

military presence in the Jacksonville and New Bern MSAs seemed to help limit service-producing losses, while the Rocky Mount MSA had a greater percentage of service-producing jobs that were considered essential than other metro areas in the State.

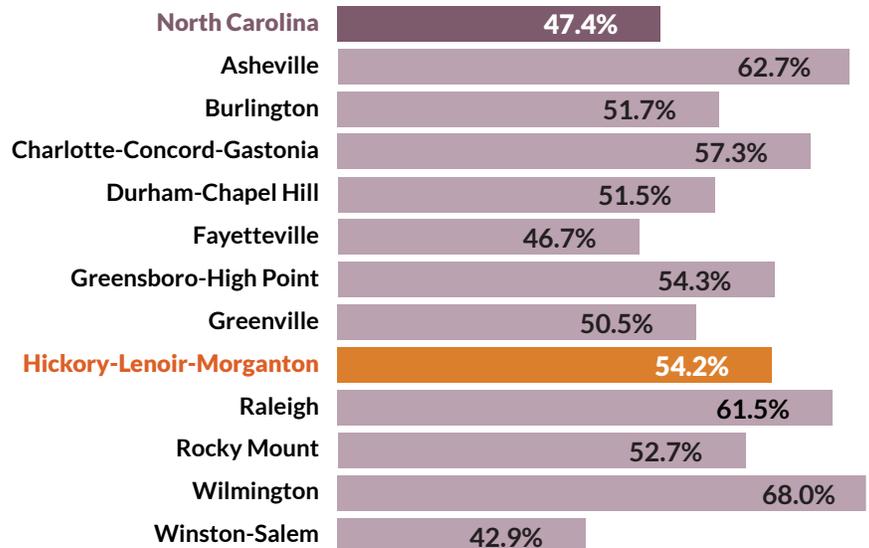
A significant portion (50.8%) of service-providing job losses that North Carolina suffered between April 2019 and April 2020 occurred in the leisure and hospitality services. This sector includes several service-providing sectors, including accommodation: restaurants, museums, event centers and other tourist attractions. Statewide leisure and hospitality services lost more than 250,000 jobs between April 2019 and April 2020, with most of the employment decreases occurring between March and April 2020 (Table 8).

The Hickory MSA experienced a 54.2% drop in leisure and hospitality employment between March and April 2020 (Figure 15). The Hickory MSA had the sixth-highest percentage of leisure and hospitality losses among NC MSAs. The Hickory MSA had nearly the same percentage loss as the Greensboro MSA (54.3%) and the Rocky Mount MSA (52.7%).

More than two-thirds of leisure and hospitality employment in the Wilmington MSA was eliminated from March to April 2020. More than 60% of leisure and hospitality jobs were cut in the Asheville MSA since March 2020. These MSAs are heavily dependent on tourism, so it is not surprising that Asheville and Wilmington MSAs would suffer a greater percentage loss of hospitality jobs than other MSAs. Still, all MSAs in the State expect two (Fayetteville and Winston-Salem) lost more than 50% of their hospitality and leisure employment jobs between March and April 2020.

Figure 15. Percentage Loss in NC MSA Leisure and Hospitality Employment, March to April 2020

Source: Bureau of Labor Statistics, CES Program, 2020.



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Summary

Comparisons with other NC MSAs show that the Hickory MSA has lost the greatest percentage decrease of jobs among the 15 metro areas in North Carolina between April 2019 and April 2020 and from March 2020 to April 2020 as a result of COVID-19 pandemic. From March to April 2020, the Charlotte MSA lost more than 157,000 jobs, while the Raleigh MSA saw a decrease of more than 91,000 jobs. The Hickory MSA had the second-highest percentage job loss in goods-producing employment and the fifth-highest percentage loss of service-producing employment. The Hickory MSA was one of 13 MSAs in North Carolina that suffered declines of more than 50% in leisure and hospitality employment. More than two-thirds of leisure and hospitality employment was eliminated in the Wilmington MSA between March and April 2020.

Future EIN Topics

- Hickory-Lenoir-Morganton MSA Employment Patterns
- Hickory-Lenoir-Morganton MSA Retail Sales
- Hickory-Lenoir-Morganton MSA Housing Trends

Economic Indicators Newsletter

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Burke County Public Library

bcpls.org

June 2020



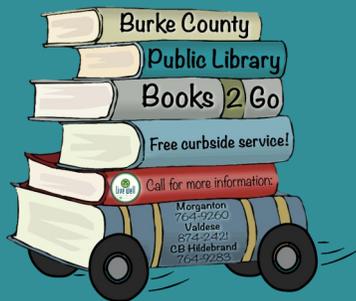
Libraries Are Open on a Limited Basis



Under Phase 1 of Governor Cooper's reopening plan, all locations of the Burke County Public Library opened to the public on a limited, appointment only basis on Wednesday, May 13. Under Phase 2 appointments are still required but the library has increased the number of users that may be in the buildings by 50%.

Library users are able to make appointments to use computers (non-recreational use), browse the stacks for books, read the newspaper or a magazine in the reading areas, use a study room, or to research in the North Carolina room. Appointments are time limited so more people can have access to the libraries. The library asks that materials be returned to the outside book boxes and not inside. All returned materials are quarantined for 72 hours before going back on the shelves. Under Phase 2 the library will not be accepting donations of materials.

The library may soon resume some limited in-person programming for adults and young adults. Since social distancing is not practical with young children no in-person children's programming will be done until social distancing is relaxed or discontinued.



More resources are available online at bcpls.org!

For those wanting books but not wanting to come inside, the Books2Go curbside service is available. Just call the library to arrange pick up of the items you want or have on hold. Those numbers are: 764-9261 (Morganton), 874-2421 (Valdese), or 764-9283 (C.B. Hildebrand).

The library has installed plexiglass guards at service desks and have provided for social distancing throughout the buildings.

Living Well by the Numbers

Monthly statistics for
all Burke County Public
Library locations.

Item	May FY 18/19	May FY 19/20	Change
Circulation	14,962	7,104	-52.5%
Library Cards – New and Renewed	424	139	-67.2%
Library Visits	8,335	999	-88.1%
Programs – Number Held	123	25	-79.7%
Programs – Number Attending	2,473	1,887	-23.7%
Computer Sessions	2,772	224	-91.9%
Ebooks Checked Out	2,662	3,464	+30.1%
Items Added to the Collection	1,395	687	-50.8%
Items Removed from the Collection	437	2,146	+391%
Items in the Collection	141,229	138,754	-1.75%

**All Burke County Public Libraries
are now open by appointment.**



New Computers @ Your Library

During the time the library was closed due to the COVID-19 restrictions, library staff were busy behind the scenes setting up and installing new computers for library users.

Ten new computers were set up at the Morganton Public Library. Six of those were in the adult area and four in the children's room downstairs. Computers in the adult area are set up to allow for two people to sit at a computer if needed.



Six new public computers are now available at the C.B. Hildebrand Public Library. The new computers replace ones that were six years old.

Over the next month, eight new computers will be installed at the Valdese Public Library.

The new computers are much faster than the old ones and all have Office 2016 installed. In addition to new computers, the library also has new color laser printers for public and staff use.

Summer Reading Programs

Summer reading programs will be limited this year because of the COVID-19 restrictions. But while programs will be limited there will be plenty of great books and activities for all ages. The library encourages folks to use e-books through Overdrive, and NC Kids.



For the younger kids our Youth Services Coordinator Halee Hildebran says "For Summer Reading Program for kids ages birth-5th grade, we will continue to offer virtual programming using Facebook, Zoom, and YouTube. We are offering digital storytimes and working on offsite virtual field trip opportunities. We will also continue to offer opportunities for parents to pick up take home kits for children to work on at home. We will be providing crafts and literacy activities. We are working on online contests as well. I encourage parents to visit our website and Facebook page on a regular basis as we are continuing to work on new ideas to serve families and children during this time of change."

Our Young Adult Program Coordinator Lizzie Whisnant says she will offer a YA To-Go and a YA @ Home option. Kids can do one or both. The To Go option will have things the kids come by and pick up from the library while the @ Home program will be offered online. She will use Facebook, YouTube, and Zoom to deliver digital content.

Danielle Townsend, our Adult Program Coordinator says " For this summer I will be offering a Summer Reading Challenge, where adults will keep track of their books read during June, July, and August. They will be able to pick-up sheets to record books read and return at the end of the month in a provided envelope via the book box. The top reader will be awarded a prize and a handful of other prizes awarded randomly. Patrons can sign-up beginning Monday, June 8. I will have my #CraftyMe craft project kits they can register for the 2nd and 4th Mondays, TastyTuesdays posted food-centered program, and pre-recorded Tai Chi Classes with Taber's Black Belt Academy. I will also begin Bibliomaniacs @ your library adult subscription bags starting in June. I will still have book discussion and Needlework via Zoom until further notice."

**All Burke County Public Libraries
are now open by appointment .**



BRCA BOARD OF DIRECTORS

Teleconference
Morganton

March 24, 2020
Tuesday, 12:00 pm

Inita Smith, Chairperson, opened the meeting and welcomed all. Inita determined that a quorum was met.

Members attending were: Inita Smith, Hannah Romero, James Smith, Shari Brown, Hilary Ventura, Annie Logan, Mary Johnson, Kandi Bridges, and Barbara Myers. Staff attending were Stephanie Ashley and Joan Williams.

Stephanie Ashley, Executive Director, forwarded to members an Administrative Leave policy she has developed during this time, noting that the following funding sources will pay staff if we shut down or if services are suspended:

- SCSEP
- FGP
- ADC
- HCCBG (Congregate/HDM)
- Circles

Stephanie stated that staff are reporting to work in the office, but we are not allowing any outside visitors in the building. We have child care centers open for "essential" jobs, and are encouraging parents to keep their children at home. Staff have the option to work remotely from home.

Stephanie and Karen Harshman, Finance Director, have been working over the weekend to determine what is best for our staff and clients. Stephanie added that Karen has been instrumental in working with her in responding to this crisis. We will be able to pay staff what the funding sources agree to pay.

Stephanie reported that CSBG is working on raising the poverty level from 125% to 200%, adding that we may be able to assist with rent/utilities with additional funding.

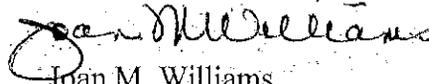
Kandi Bridges noted that clients will get six additional months of food stamps.

Discussion followed. James Smith moved to approve the proposed policy. Kandi Bridges seconded the motion, which was approved.

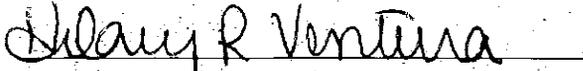
Hilary Ventura asked if we were providing any material regarding available resources. Stephanie noted that we are posting any information we have on our website and Face Book.

The meeting adjourned at 12:30 pm.

Submitted by,



Joan M. Williams
Administrative Assistant


Hilary R. Ventura, Vice Chairperson

s/m/bd-3-24-2020 phone

BRCA BOARD OF DIRECTORS

Teleconference
Morganton

April 6, 2020
Monday, 12:00 pm

Inita Smith, Chairperson, opened the meeting and welcomed all. Inita determined that a quorum was met.

Mary Wright, Economic/Community Service Director, led the invocation.

Members attending were: Inita Smith, Terry Elliott, Mary Johnson, Hilary Ventura, Hannah Romero, Kandi Bridges, JoAnn Woods, Annie Logan, Linda Davis, Shari Brown, Barbara Myers and James Smith. Staff attending were Stephanie Ashley, Karen Harshman, Mary Wright, Tina Kyes, Shawna Hanes, and Joan Williams.

Approval of February Minutes—Barbara Myers, Secretary/Treasurer, stated that she did not attend the February meeting, and asked if Hilary Ventura would discuss the minutes. Hilary Ventura, Vice-Chairperson, asked members if there were any questions regarding the minutes. There being none, Hilary moved to approve the minutes as written. Terry Elliott seconded the motion, which was approved.

Financial Report—Karen Harshman, Finance Director, noted that everyone had received a copy of the financial snapshot through February 2020. There are no financial issues at this time. Karen noted that credit card expenditures are included in the report; however, there were none for Head Start. Karen asked members to contact her if they had any questions regarding the financial report. Hilary Ventura moved to approve the report as presented. JoAnn Woods seconded the motion, which was approved.

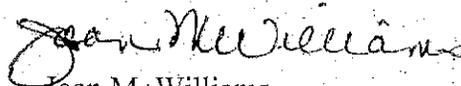
New Business

- Bids for Smoke Alarms and Carbon Monoxide (CO) Monitors—Shawna Hanes, Energy Director, reviewed the following bids:
 - CO Monitors—Bids were received from Lowe's, Entech Supply, and Home Depot. Shawna noted that Lowe's has the lowest bid at \$24 each. Staff recommend Lowe's as the approved vendor. Linda Davis moved to approve purchasing CO Monitors from Lowe's as recommended. Shari Brown seconded the motion, which was approved.

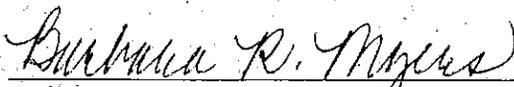
- Smoke Alarms—Bids were received from Lowe's, Entech Supply, and Home Depot. Shawna noted that Home Depot has the lowest bid at \$9.49 each. Staff recommend Home Depot as the approved vendor. Terry Elliott moved to approve purchasing Smoke Alarms from Home Depot as recommended. JoAnn Woods seconded the motion, which was approved.
- Foster Grandparent Grant—Tina Kyes, Family/Child Development Director, reviewed the fact sheet that each member received, noting that 2020-21 is the beginning of the three year cycle. Tina stated this grant is the same as the current year, except that there is extra funding for administrative costs, and the FGP stipend has been increased from \$2.65/hour to \$3.00/hour. This grant will also pay the salary for our newly hired FGP Project Coordinator. Tina noted that the grant request is due on April 20, 2020. Following brief discussion, JoAnn Woods moved to approve submitting the grant as presented. Barbara Myers seconded the motion, which was approved.
- Cost of Living Adjustment (COLA)—Tina Kyes reviewed the 2020-21 COLA fact sheet noting that this is a non-competitive, on-going grant. Typically, COLA funds can be used to provide pay increases, or address program issues or issues with benefits. This year, we are requesting \$46,487 to use to help defray the cost of Health Insurance for staff. Following brief discussion, JoAnn Woods moved to approve submitting the COLA request as presented. Barbara Myers seconded the motion, which was approved.
- Quality Improvement—Tina Kyes reviewed the 2020-21 Quality Improvement fact sheet noting that this is also a non-competitive, on-going grant. BRCA is requesting \$63,312 to hire a Mental Health Manager to provide services for Head Start/Early Head Start. Tina stated that the request is due May 15, 2020. Following brief discussion, Mary Johnson moved to approve submitting the grant as presented. Shari Brown seconded the motion, which was approved.
- Tina Kyes stated that she received notification that money is available under the CARES Act for a summer program targeting children going to Kindergarten. Tina will keep the Board informed as we learn more about the program.

There being no further business, the meeting adjourned at 12:35 pm.

Submitted by,



Joan M. Williams
Administrative Assistant



Barbara R. Myers, Secretary/Treasurer

s/m/bd-4-6-2020.phone

BUILDING PERMITS MAY 2020

NEW COMMERCIAL	1
NEW CELL TOWER	1
20% COMMERCIAL REMODEL/SHELL	9
NEW SINGLE FAMILY ATTACHED	10
NEW DOUBLE WIDE MOBILE HOME	3
NEW RESIDENTIAL POOL	4
RESIDENTIAL BUILDING ONLY	40
RESIDENTIAL ELECTRICAL ONLY	25
RESIDENTIAL MECHANICAL ONLY	31
RESIDENTIAL PLUMBING ONLY	5
RESIDENTIAL ALL TRADES MINIMUM	4

ZONING PERMITS MAY 2020

RESIDENTIAL ZONING PERMIT	72
COMMERCIAL ZONING PERMIT	9
MINOR SHORELINE PERMIT	18
MAJOR SHORELINE PERMIT	3
MINOR SUBDIVISION REVIEW	9
EXEMPT SUBDIVISION REVIEW	5
MINOR SITE PLAN REVIEW	3
REZONING APPLICATION	1
CONDITIONAL USE PERMIT APP	2
STREET SIGN ISSUANCE	1
TOTAL MAY 2020 PERMITS	256

Attachment: ALL PERMITS SUMMARY 0520 (3087 : BOC Reports & Comments)

Board Members

The Rev. Dr. Marshall Jolly, Chair
 Joseph A. Martinez, Vice Chair
 Jeffrey C. Brittain
 Lisa Dean
 Renee Rostan



Korey Fisher-Wellman
Director

Burke County Department of Social Services

PO Drawer 549
 Morganton, North Carolina 28680-0549
 Phone (828) 764-9600 ~ Fax (828) 764-9790

MINUTES BURKE COUNTY BOARD OF SOCIAL SERVICES REGULAR BOARD MEETING (by WebEx) April 21, 2020

Board Present: Rev. Marshall Jolly, Chair
 Joseph Martinez, Vice Chair
 Jeff Brittain
 Lisa Dean
 Renee Rostan

Staff Present: Korey Fisher-Wellman, DSS Director
 Kathy Craig, Child Welfare Program Administrator
 Amanda Grady, Eligibility Program Administrator

Sharon Honeycutt, Clerk to the Board

CALL TO ORDER

Rev. Jolly called the meeting to order at 8:29 am.

INVOCATION

Rev. Jolly gave the invocation.

APPROVAL OF AGENDA

The agenda was unanimously approved with a motion from Mr. Brittain.

APPROVAL OF MINUTES

The minutes from the March 17, 2020 meeting were unanimously approved with a motion from Mr. Brittain.

PUBLIC COMMENTS

OLD OR NEW BUSINESS

ADULT AND CHILDREN SERVICES UPDATE

Ms. Craig said the department has been working hard in many new ways. There are 231 children in foster care and have completed quite a few adoptions. However, just as many children have come into foster care as are going out. There is one Social Worker III foster care vacancy. There is also one Social Worker III intake position and one Social Worker IA&T position vacant. The Social Worker IA&T position is a new position from the budget and there was a formal offer for the Social Worker III intake position, but the applicant declined.

Ms. Craig said there were 87 adult wards in Adult Protective Services and no staff vacancies in that department. Ms. Craig said in Foster Care the agency did get permission from the State to do virtual visits and that would count as making face to face contact. Parent and child visitation have been suspended and have had to motion all those cases into court to be heard. Some parents were understanding, some parents wanted to continue visitations. The department has tried to work very hard with foster parents and placement providers to get them to do virtual visitations. Social Workers are trying very hard to stay in touch with biological families and placement providers to keep them engaged. Social Workers IA&T and APS workers are continuing to go out into the field and make face to face contact in the people's home which is part of what is required to assess safety. Ms. Craig said that staff have been given personal protective equipment and they all have access to masks, gloves, hand sanitizer, and disinfectant. Staff is encouraged to ask people to meet outside so they can spread out. Ms. Craig said the number of reports coming in have slowed down particularly in April. Most social work staff is working from home and come in the office periodically.

Ms. Craig summarized APS and Child Welfare performance measures for the Board although some reports for March were not available from the State. Ms. Craig explained that the data does not get entered into the system until the investigation/assessments case is closed. The goal is to close cases in 45 days. It is challenging with child welfare cases because it is required to meet certain elements in order for cases to be considered initiated timely. Staff have to see every household member and also see every element of the home. Many times people will not come to the door, there are parents who work out of town and are only home certain hours, and there are a lot of people that basically avoid social workers. As additional information is entered performance measure percentages may change. It is difficult to meet the Foster Care Performance Measure for permanency for foster children within 12 months due to the fact that it is not just DSS involved in achieving that measure. Permanency planning involves DSS, judges, parent's attorneys, the Guardian Ad Litem program, etc. Ms. Craig said 90% of cases involve substance abuse and is very challenging for parents to make significant progress and demonstrate to the court that they are now sober and stable within 12 months. Ms. Craig said across the State many other counties are not achieving this performance measure. She said the department is trying to do some things to try to work with the other parties mentioned by having quarterly meetings to talk through the court process and brain-storm about what could be done to achieve permanency in a timely manner. Substance abuse issues make that extremely challenging. Mr. Brittain said that it looks like the judicial district may play a significant part in delaying achieving this measure. He asked if lack of judges and the quantity of cases was one of the reasons for dragging this along. Mr. Fisher-Wellman replied that if you terminated parent's rights or move to guardianships quicker these measures could be reached but that is not necessarily in the

best interest of the child for reunification. In our judicial district the judges are reluctant to terminate parent's rights within 12 months and to move towards severing those relationships. He said our judges are not doing anything wrong or anything slower, other counties are doing things different that is not in the child's best interest. Mr. Brittain suggest engaging the counties state representatives and ask for the reduction of the 40.5%. Mr. Fisher-Wellman said 40.5% is a very challenging number to ever reach and is not in the best for children. To get children out of care in 12 months at that percent would be detrimental to a child's long-term health. Mr. Fisher-Wellman said there are discussions happening and will continue to go on and that number will most likely change in the future. He also mentioned that the department is doing things to make progress where possible and meeting with the judicial district on a quarterly basis to try to improve efficiencies to the court system. Rev. Jolly will get with Mr. Fisher-Wellman and Ms. Craig to gather facts and will draft a letter to Representative Blackwell and Senator Daniel so they can share their input at the State level. Mr. Fisher-Wellman said he applauded the district judges for not making guardianships when children first come into care because it is not in the children's best interest but there are a lot of counties that are quick to grant guardianships to wash their hands of it and make their numbers look a lot better. The judges are aware of the benchmark. Ms. Craig said at the quarterly meetings specifically talk about this performance measure and trying to increase the department's numbers without doing something that would be detrimental to the child. Rev. Jolly mentioned that it might do some good for Chief Justice Cherry send a letter as well. Mr. Fisher-Wellman said the current situation will make it worse because the courts are essentially on hold at the moment and the long term effect of this will affect all the measures.

ECONOMIC SERVICES PROGRAM AND CHILD SUPPORT UPDATES

Ms. Grady said the department has 3 new employees with one starting on April 13th and the other two will start on April 30th. There are 3 other vacancies, however, those postings have been taken down until the COVID-19 crisis is over. Food and Nutrition has offered supplements so everyone that is currently receiving FNS will receive a full allotment which means that for March and April USDA gave clients the full allotment for their household size. Cases were also extended meaning if clients were certified for 6 months, they would receive an additional 6 months. If the case was for a year, it was recertified for a year. Fraud payments have been stopped in all programs. The ABAWD requirement has been waived so that household can also receive funds. There is also a waiver for the drug assessment for H or I felons and can be included in the household. Ms. Grady said the P-card is for family's that receive free or reduced lunch will be supplemented either on a FNS card or if they do not have one, they will be mailed one. The P-card has been increasing first with \$113 to now being \$250. There has been a huge increase in applications and had the State not extended the recertifications the agency would not have had enough staff to meet the performance measures. Food and Nutrition is receiving around 70 applications a day with most coming online. All staff in FNS are being utilized to get applications done. FNS is a supplemental program based on income and is intended to fill the gap. With people being out of work, they are receiving FNS as if the household had zero income. Ms. Grady said Medicaid extended cases for another year and there has also been an increase in applications, however, at this time the increases have not been as much as FNS. Workfirst has waived the face to face and suspended the sanctions for cooperating with Child Support or for work requirements. This means more people are eligible for Workfirst.

Ms. Grady said the energy programs are out of funds and those clients that are receiving a program can get their fishing licenses over the phone and the license will be mailed to them.

Ms. Grady said that she has been working with Chrissy Dingeldine at Veritas and they have been doing very well. Veritas has a full staff and is making progress and doing a lot of training. They are trying to work around not have court, but Ms. Grady expects progress to be seen in child support.

DEPARTMENT UPDATES

Mr. Fisher-Wellman said there is 50% of the staff in the building on a daily basis. IT has assisted with sending people home with their desktops. There have been many things done to reduce the traffic in the building. He mentioned that this was a difficult time for employees, however, it has settled down some. He said for the first few weeks every day the department would get messages from the State 2 or 3 times a day changing procedures on how to do things which was difficult for the staff. Ms. Grady and Ms. Craig did a great job in not overwhelming the staff with information. Mr. Fisher-Wellman said this will have a long-term impact on the department in Economic Services and making sure staff is there to meet that need. He is also concerned that this will have a detrimental impact in Child Welfare because of how the court system is affected and how the judges will handle all the cases that will need to be heard. Mr. Fisher-Wellman is impressed with how the department is still meeting the needs of the people that we serve. Office space was a big issue and working remotely has solved that. Ms. Craig's supervisors are doing a great job with using the technology that we have to staff and meet with their team.

Mr. Fisher-Wellman said the department is okay with PPE's and are continuing to build the department's stockpile of masks, gloves, etc. April Pope is in charge of acquisitions and distribution of PPE's.

Mr. Fisher-Wellman said the heating and cooling in the building has improved. He also mentioned that the department has an employee working fulltime at the Emergency Operations Center and are working with her in the event that the homeless population or people that do not have the ability to self-quarantine or isolate. The county has worked on a MOU with a hotel and DSS will be responsible for staffing. There are some county employees that have been deemed unessential and they could be used for staffing in the event that a shelter would need to be opened.

Mr. Fisher-Wellman said that it is a strange time for sure and a mental health challenge to function in this world. Ms. Grady said she believes the department is doing okay, however people and the employees are afraid. There are also issues with employees not having accrued time to take off when needed. Ms. Grady said options for employees are laid out for them so they can decide for themselves which option is best for them. Some staff have essential spouses which can put them in harm's way and other staff in harm's way. There are times when staff has been quarantined to their office. Ms. Grady said some of the practices the department has adapted will most likely continue. Ms. Craig said she believes that the department has been shown a tremendous amount of support from the county commissioners, county manager, and county Human Resources. She said Mr. Fisher-

Wellman’s leadership has been amazing. Ms. Craig also mentioned that some staff have been very sick, and several staff have been tested. However, so far everyone has been negative. The staff always jumps in and supports each other. Ms. Craig said there had been a couple of situations that children have disrupted placement and had them at the department around the clock. Ms. Craig said she cannot say enough about the staff because anything they are asked to do; they are willing to do it. There is some fear with staff to go out into the community or to meet face to face with people. Even in the face of fear, staff is still willing to do what is needed to do to get the job done. There are many staff that are having to juggle work and having children at home all the time along with needing to be home schooled.

ADJOURNMENT

The meeting adjourned at 9:20 with a motion from Mr. Martinez.

Submitted by: Sharon Honeycutt, Clerk to the Board

Approved by: _____
Rev. Marshall Jolly, Chair

_____ Date

Attachment: Board of Directors Meeting 4-21-2020 (3087 : BOC Reports & Comments)

Longtown Volunteer Fire Department, Inc.

FINANCIAL STATEMENTS AND INDEPENDENT AUDITORS' REPORT

For Year Ended June 30, 2019

A. TODD CARSWELL, CPA
Certified Public Accountant

Longtown Volunteer Fire Department, Inc.

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Statements of Activities	4
Statements of Cash Flows	5
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Attachment: LONGTOWN FD (3087 : BOC Reports & Comments)

INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Longtown Volunteer Fire Department, Inc.
1345 Paddy's Creek Rd.
Nebo, NC 28761

Report on the Financial Statements

We have audited the accompanying statement of financial position of Longtown Volunteer Fire Department, Inc. as of June 30, 2019, and the related statement of activities, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and the disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a reasonable basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to previously present fairly, in all material respects, the financial position of Longtown Volunteer Fire Department, Inc. as of June 30, 2019, and the results of its operations and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

A. Todd Carswell, CPA

October 7, 2019

Longtown Volunteer Fire Department, Inc.

Statement of Financial Position Year Ended June 30, 2019

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
ASSETS				
Current Assets:				
Cash and Cash Equivalents	\$ 280,866	\$ 719	\$ -	\$ 281,585
Due from Burke County	-	-	-	-
Prepaid Expenses	-	-	-	-
Total Current Assets	280,866	719	-	281,585
Property, Plant, and Equipment:				
Buildings	634,406	-	-	634,406
Land	20,000	-	-	20,000
Land Improvement	10,028	-	-	10,028
Furniture & Equipment	3,900	-	-	3,900
Computer & Office Equipment	4,009	-	-	4,009
Machinery & Equipment	184,186	-	-	184,186
Vehicles	111,386	-	-	111,386
Total Property, Plant and Equipment	967,915	-	-	967,915
Less Accumulated Depreciation	(381,460)	-	-	(381,460)
Net Property, Plant and Equipment	586,455	-	-	586,455
Total Assets	\$ 867,321	\$ 719	\$ -	\$ 868,040
LIABILITIES AND NET ASSETS				
Current Liabilities:				
Accounts Payable	\$ -	\$ -	\$ -	\$ -
Payroll Liabilities	-	-	-	-
Accrued Interest	-	-	-	-
Current Portion of Long-Term Debt	-	-	-	-
Total Current Liabilities	-	-	-	-
Long-Term Debt	-	-	-	-
Total Liabilities	-	-	-	-
Net Assets - Unrestricted	867,321	719	-	868,040
TOTAL LIABILITIES AND NET ASSETS	\$ 867,321	\$ 719	\$ -	\$ 868,040

See accompanying notes to financial statements.

Longtown Volunteer Fire Department, Inc.

Statement of Activities Year Ended June 30, 2019

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Permanently Restricted</u>	<u>Total</u>
INCOME & SUPPORT				
Proceeds from Burke & McDowell County:				
Fire District Tax	\$ 195,214	\$ -	\$ -	195,214
Age Exemption	-	-	-	-
Manufacturing Inventory Reimbursement	-	-	-	-
Retail/Wholesale Inventory Reimbursement	-	-	-	-
Donations	-	-	-	-
Grant Income	-	-	-	-
Other Income	10,532	-	-	10,532
Total Income & Support	205,746	-	-	205,746
EXPENSES:				
Security	921			921
Internet	776			776
Legal & Professional	2,400			2,400
Supplies				-
Occupancy	3,039			3,039
Insurance	16,487			16,487
Telephone	6,480			6,480
Uniforms	231			231
Repairs and Maintenance	27,982			27,982
Dues and Subscriptions	800			800
Fuel, Oil, and Gas	2,442			2,442
Office Supplies	1,355			1,355
Training	1,503			1,503
Mileage Reimbursement	3,581			3,581
First Responder				-
Pension Fund				-
Grant				-
Workers Comp				-
Other Taxes and Licenses				-
EMS				-
Non-capital Equipment	5,330			5,330
Depreciation	39,139			39,139
Total Expenses	112,446	-	-	112,446
Operating Income (Loss)	93,300	-	-	93,300
OTHER REVENUE AND (EXPENSE):				
Interest Income	-			-
Gain on Sale of Fixed Assets	-			-
Interest Expense	-			-
Total Other Revenue (Expense)	-	-	-	-
Changes in Net Assets	93,300	-	-	93,300
Net Assets, Beginning of Year	774,021	719	-	774,740
Net Assets, End of Year	\$ 867,321	\$ 719	\$ -	\$ 868,040

See accompanying notes to financial statements.

Longtown Volunteer Fire Department, Inc.

Statement of Cash Flows Year Ended June 30, 2019

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Cash Flows from Operating Activities				
Tax Receipts	\$ 195,214	\$ -	\$ -	\$ 195,214
Contributions & Donations	-	-	-	-
Grants	-	-	-	-
Miscellaneous Receipts	10,532	-	-	10,532
Trsf From Temp Restricted	-	-	-	-
Interest Received	-	-	-	-
Operating Expenses	(73,308)	-	-	(73,308)
Interest Paid	-	-	-	-
	<u>132,438</u>	<u>-</u>	<u>-</u>	<u>132,438</u>
Net Cash Provided (used) By Operating Activities				
Cash Flows from Investing Activities				
Proceeds from Sale of Fixed Assets	-	-	-	-
Transfer to Special Account	-	-	-	-
Purchases of Fixed Assets	(24,892)	-	-	(24,892)
	<u>(24,892)</u>	<u>-</u>	<u>-</u>	<u>(24,892)</u>
Net Cash Provided (Used) By Investing Activities				
Cash Flows from Financing Activities				
Proceeds from Long Term Debt	-	-	-	-
Payments of Long Term Debt	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Cash Provided (Used) By Financing Activities				
Net Increase (Decrease) in Cash and Cash Equivalents				
	107,546	-	-	107,546
Beginning Cash	173,320	719	-	174,039
Ending Cash	<u>\$ 280,866</u>	<u>\$ 719</u>	<u>\$ -</u>	<u>\$ 281,585</u>
Reconciliation of Changes in Net Assets to Net Cash Provided (Used) by Operating Activities				
Changes in Net Assets	\$ 93,300	\$ -	\$ -	\$ 93,300
Adjustments to Reconcile Change in Net Assets to Net Cash Provided by Operating Activities:				
Depreciation	39,139	-	-	39,139
Gain on Sale of Fixed Assets	-	-	-	-
Contribution of Fixed Assets	-	-	-	-
(Increase) Decrease in Operating Assets:				
Due from Burke County	-	-	-	-
Prepaid Expense	-	-	-	-
Increase (Decrease) in Operating Liabilities				
Accounts Payable	-	-	-	-
Payroll Liabilities	-	-	-	-
Accrued Interest	-	-	-	-
	<u>132,439</u>	<u>-</u>	<u>-</u>	<u>132,439</u>
Net Cash Provided (Used) by Operating Activities				

See accompanying notes to financial statements.

Longtown Volunteer Fire Department, Inc. NOTES TO THE FINANCIAL STATEMENTS

1. General Information and Summary of Significant Accounting Policies

Nature of Activities: Longtown Volunteer Fire Department, Inc. is a not-for-profit corporation, established on June 1, 2006, to provide fire protection and rescue services to the Longtown Community in Burke County and McDowell County, North Carolina through the operation of a volunteer fire department.

Basis of Accounting: The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with U.S. generally accepted accounting principles. Under the accrual basis, revenues are recognized in the accounting period in which they are earned regardless of when they are actually received. Expenses are recognized in the accounting period in which a liability is incurred regardless of when the expense is actually paid.

Use of Estimates: The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

2. Financial Statement Presentation

Financial statement presentation follows the recommendations of the Financial Accounting Standards Board in its Statement of Financial Accounting Standards (SFAS) No. 117, Financial Statements of Not-for-Profit Organizations. Under SFAS No. 117, the organization is required to report information regarding its financial position and activities according to three classes of net assets; unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

3. Cash and Cash Equivalents

For the purposes of the statement of changes in financial position, cash and cash equivalents include time deposits, certificates of deposit and all highly liquid debt instruments with original maturities of six months or less.

4. Property and Equipment

The organization capitalizes all expenditures for property and equipment in excess of \$500. Purchased property and equipment are carried at cost. Donated property and equipment are carried at the approximate fair value at the date of donation. Depreciation is computed using primarily the straight-line method.

Maintenance and repairs are charged to operations when incurred. Betterments and renewals are capitalized. When property and equipment is sold or otherwise disposed of, the asset account and related accumulated depreciation account are relieved, and any gain or loss is included in operations.

5. Concentration of Credit Risk

The organization maintains its cash balance at one financial institution located in Morganton, N.C. The account is insured by the Federal Deposit Insurance Corporation up to \$250,000 per institution. At June 30, 2018, the organization's uninsured cash balances totaled \$31,585.

6. Related Party

The organization will be receiving a substantial amount of its operating revenue from Burke and McDowell Counties. This revenue comes from ad valorem taxes levied on property within the organization's fire district, age exemption, manufacturing inventory reimbursement and retail/wholesale inventory reimbursement.

7. Donated Materials and Services

Donated materials and services, when received, are reflected as contributions in the accompanying statements at their estimated value at date of receipt. No amounts have been reflected in the statements for donated services inasmuch as no objective basis is available to measure the value of such services; however, a substantial number of volunteers have donated significant amounts of their time in the organization's program services.

Burke County, North Carolina
Agenda Abstract
Meeting Date: June 16, 2020



VACANCY ANNOUNCEMENTS

Subject Title: Clerk - Boards and Committees Vacancy Report

Presented By: Kay Draughn

Summary of Information: County Appointment Opportunities

Adult Care & Nursing Home Community Advisory Committee

Several vacancies exist. Initial terms of appointment are for one (1) year. Training is required and provided by the Western Piedmont Council of Governments through the Aging Support Program. Contact Christina Franklin, the Regional Ombudsman, at 828.485.4213 for more information.

Council on Aging

Several vacancies exist for at-large positions. Terms of appointment are for three (3) years. For more information, please contact Karen Robinson at 828.381.2187.

Juvenile Crime Prevention Council

Applications are being accepted for a United Way/nonprofit seat and one (1) at-large seat. The terms of appointment are for two (2) years. Contact A. J. Coutu at 828.403.1427 for more information.

City of Morganton - Board of Adjustment (ETJ)

Two (2) vacancies exists on Morganton's Board of Adjustment. Applicants must reside in the extraterritorial jurisdiction (ETJ) of the City of Morganton. Terms are for three (3) years. For more information, please contact the City of Morganton at 828.438.5260.

City of Morganton - Planning Board (ETJ)

Two (2) vacancies exists on Morganton's Planning Board. Applicants must reside in the extraterritorial jurisdiction (ETJ) of the City of Morganton. Terms are for three (3) years. For more information, please contact the City of Morganton at 828.438.5260.

Voluntary Agriculture Board

One (1) vacancy exists. The term is four (4) years. Contact Lea Ann Branch at 828-439-9727, Ext. 3 for more information.

Burke Co. Board of Adjustment & Planning Board

Applications are being accepted for the Burke Co. Board of Adjustment and Planning Board. Contact the Community Department at 828.764.9030 for more information.

Burke Senior Center Advisory Council

Two (2) vacancies exists. The term is for three (3) years. Contact Roxanne Powell at 764-9392 for more information.

Recreation Commission

Applications are being accepted for several seats on the Commission. The term is for three (3) years. Contact Treg McGee at 764-9092 for more information.

Budgetary Effect: NA

County Manager's Recommendation: NA

Suggested Motion: No action required.



BURKE COUNTY APPOINTMENT APPLICATION BOARDS AND COMMITTEES

Name: _____ Date: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: Home: _____ Business: _____

Cell: _____ Email: _____

Occupation: _____

Retired from: _____

How did you hear about this opportunity? _____

Are you currently serving on a county board or committee? Yes No

If so, please identify the board or committee: _____

Community interest and activities:

Do you reside in the extraterritorial area of a municipality? Yes No

List in order of preference the board and/or committee(s) on which you would like to serve.

1. _____
2. _____
3. _____

Most board or committee seats have no special requirement other than being a citizen of Burke County. Do you have special criteria that you would like to be considered for this appointment?

Describe why you are interested in serving on a board or committee. What goals and objectives do you have?

Are you willing to attend board or committee meetings on a regular basis? ___ Yes ___ No

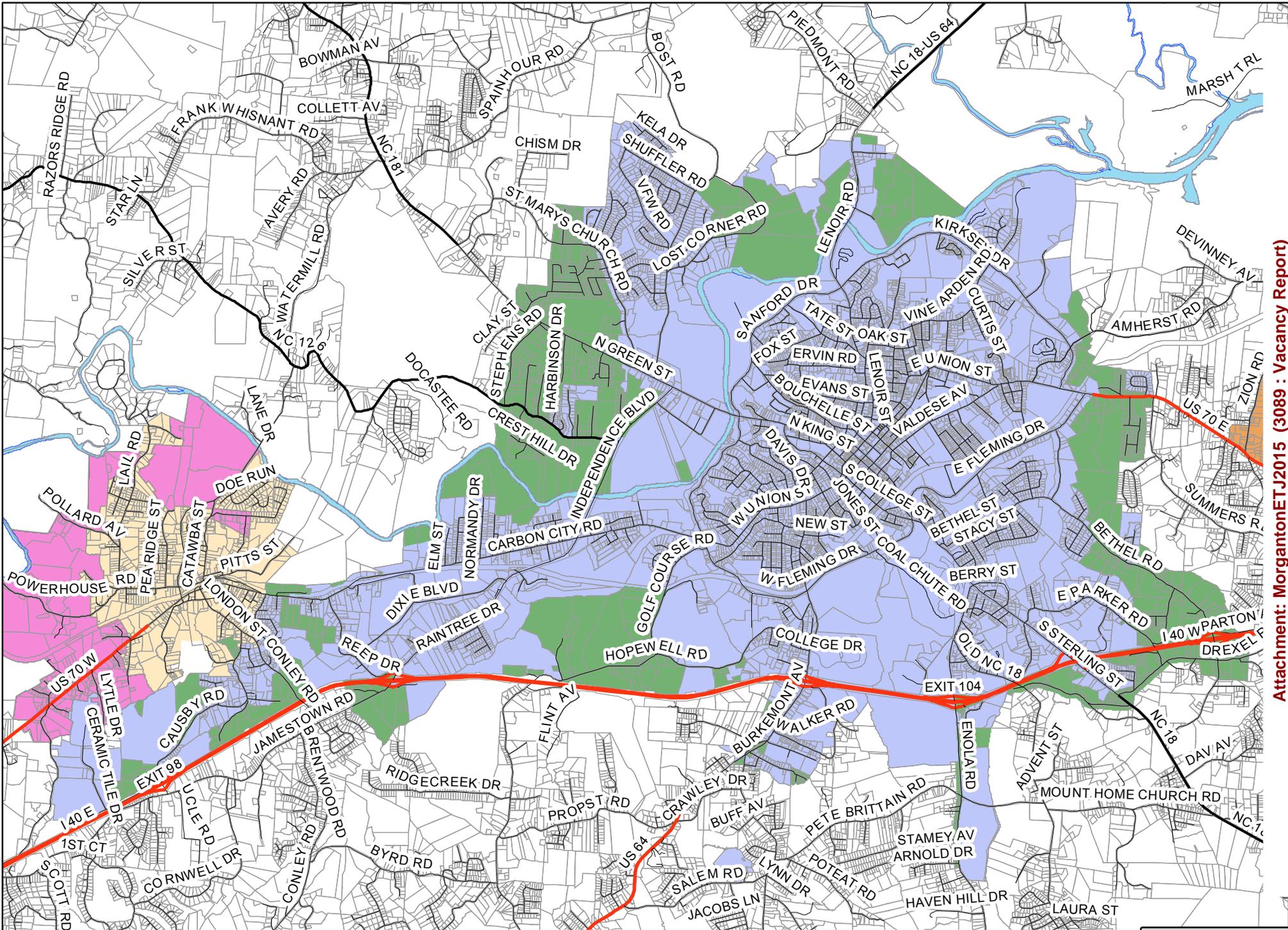
Please disclose any business or personal relationships that may be considered a conflict of interest, if selected to serve on a board or committee:

Remarks: _____
(OPTIONAL)

Signature: _____
(ORIGINAL SIGNATURE REQUIRED)
(SIGNING INDICATES AGREEMENT TO ABIDE BY THE BURKE COUNTY CODE OF ETHICS.)

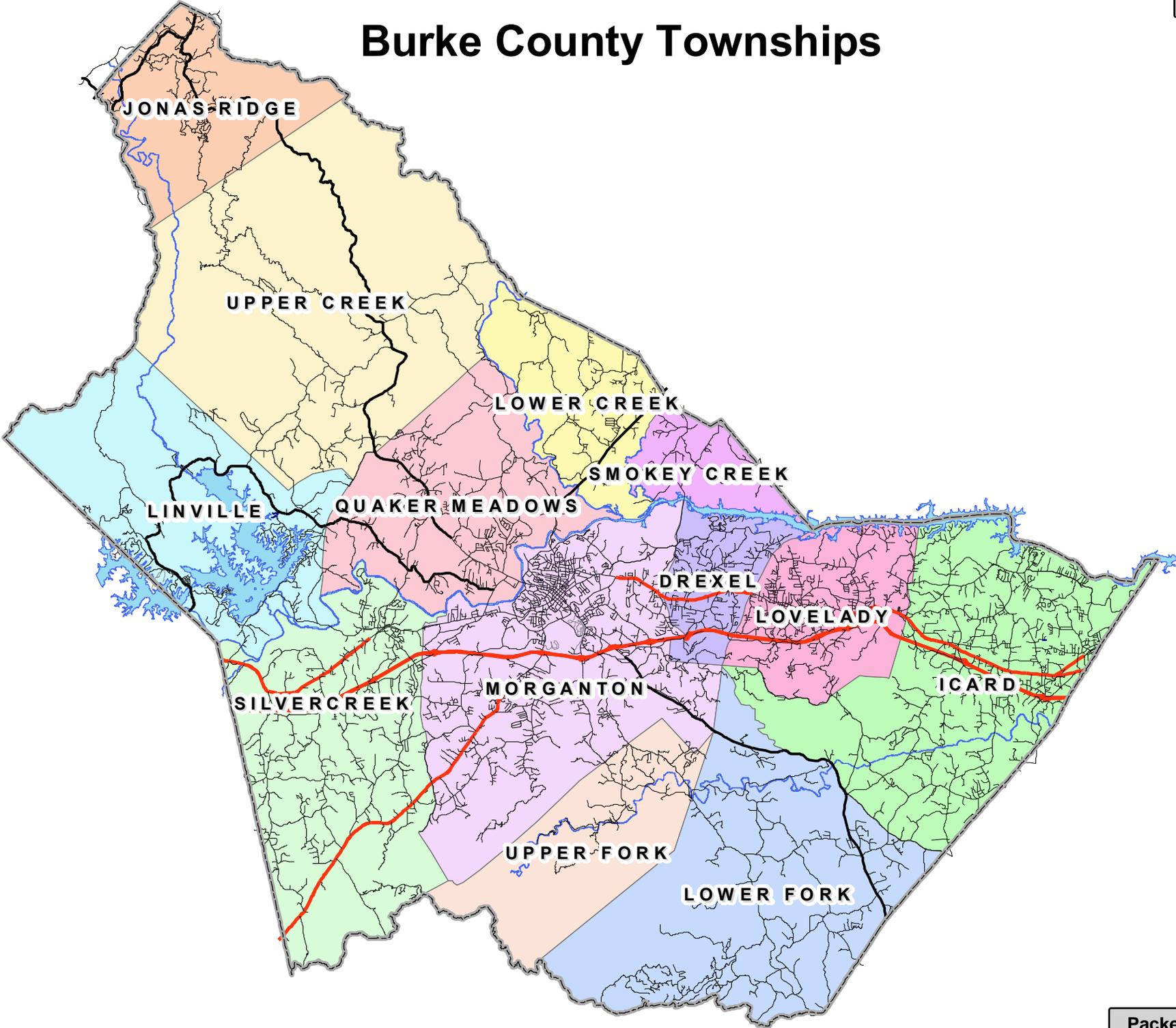
Return to: Burke County
 Attn: Clerk to the Board
 P.O. Box 219
 Morganton NC 28680
 Email: kay.draughn@burkenc.org
 Phone: 828-764-9354 Fax: 828-764-9352

Attachment: 2018 Application to Serve on Boards and Committees V4 (3089 : Vacancy Report)



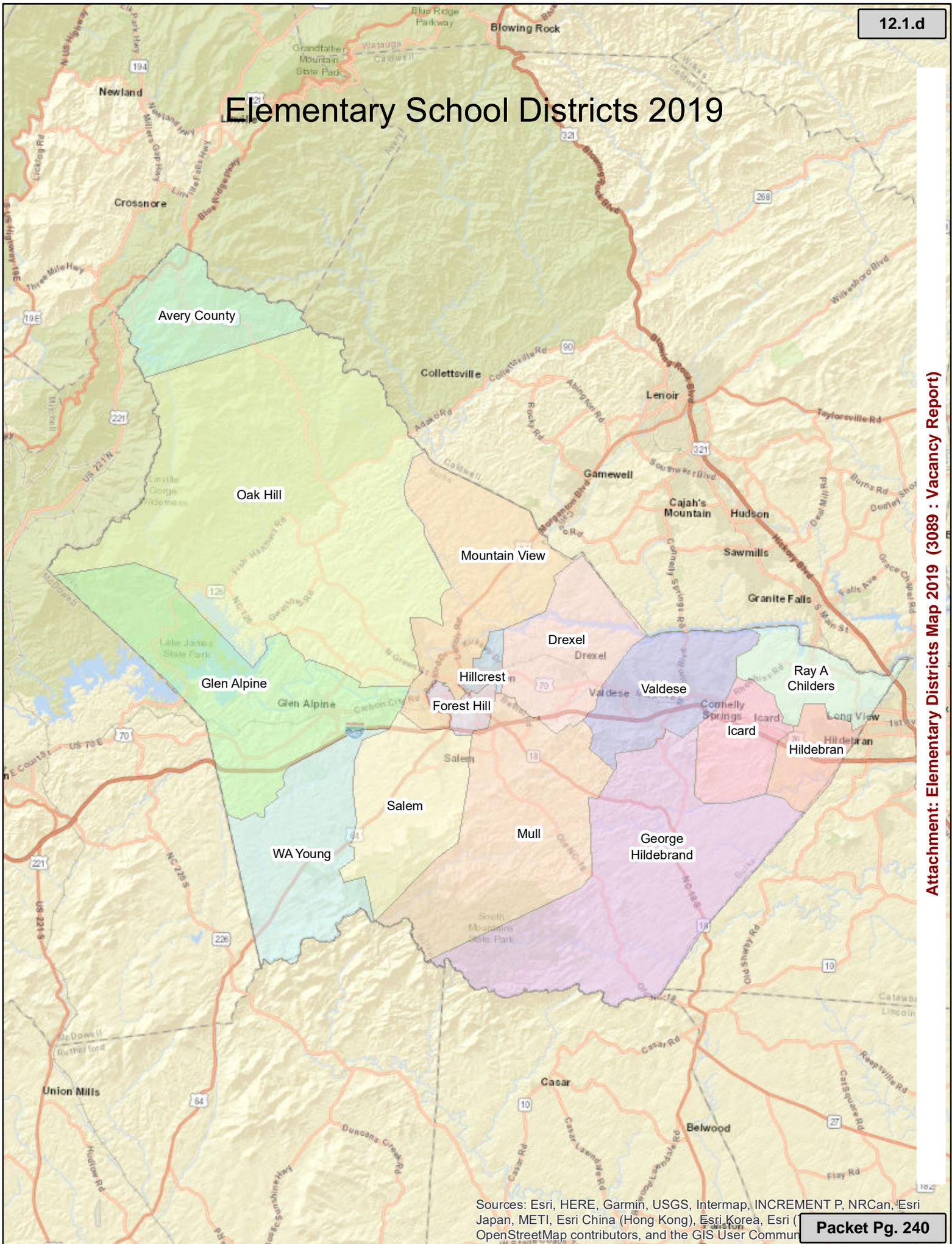
Attachment: MorgantonETJ2015 (3089 : Vacancy Report)

Burke County Townships



Attachment: 2013 Township Map (3089 : Vacancy Report)

Elementary School Districts 2019



Attachment: Elementary Districts Map 2019 (3089 : Vacancy Report)

Burke County, North Carolina
Agenda Abstract
Meeting Date: June 16, 2020



CLOSED SESSION

Subject Title: BOC - Closed Session to Discuss Threatened or Pending Litigation, to Preserve the Attorney-Client Privilege, to Discuss Economic Development Matters and to Discuss Personnel Matters (If needed.)

Presented By: Johnnie W. Carswell

Summary of Information: A closed session is needed to discuss threatened or pending litigation, to preserve the attorney-client privilege, to discuss economic development matters and to discuss personnel matters as authorized by NCGS 143-318.11(a)(3),(4) and (6).

Budgetary Effect: NA

County Manager's Recommendation: NA

Suggested Motion: To go into closed session to discuss threatened or pending litigation, to preserve the attorney-client privilege, to discuss economic development matters and to discuss personnel matters as authorized by NCGS 143-318.11(a)(3),(4) and (6).

§ 143-318.11. Closed sessions.

(a) Permitted Purposes. – It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required:

- (1) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.
- (2) To prevent the premature disclosure of an honorary degree, scholarship, prize, or similar award.
- (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. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded.
- (4) 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, or to discuss matters relating to military installation closure or realignment. Any action approving the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session.
- (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.
- (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.

- (7) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.
 - (8) To formulate plans by a local board of education relating to emergency response to incidents of school violence or to formulate and adopt the school safety components of school improvement plans by a local board of education or a school improvement team.
 - (9) To discuss and take action regarding plans to protect public safety as it relates to existing or potential terrorist activity and to receive briefings by staff members, legal counsel, or law enforcement or emergency service officials concerning actions taken or to be taken to respond to such activity.
 - (10) To view a recording released pursuant to G.S. 132-1.4A.
- (b) Repealed by Session Laws 1991, c. 694, s. 4.
 - (c) Calling a Closed Session. – A public body may hold a closed session only upon a motion duly made and adopted at an open meeting. Every motion to close a meeting shall cite one or more of the permissible purposes listed in subsection (a) of this section. A motion based on subdivision (a)(1) of this section shall also state the name or citation of the law that renders the information to be discussed privileged or confidential. A motion based on subdivision (a)(3) of this section shall identify the parties in each existing lawsuit concerning which the public body expects to receive advice during the closed session.
 - (d) Repealed by Session Laws 1993 (Reg. Sess., 1994), c. 570, s. 2. (1979, c. 655, s. 1; 1981, c. 831; 1985 (Reg. Sess., 1986), c. 932, s. 5; 1991, c. 694, ss. 3, 4; 1993 (Reg. Sess., 1994), c. 570, s. 2; 1995, c. 509, s. 84; 1997-222, s. 2; 1997-290, s. 2; 2001-500, s. 2; 2003-180, s. 2; 2013-360, s. 8.41(b); 2014-79, s. 9(a); 2016-88, s. 3.)



**AGENDA ACTION REPORT
BURKE COUNTY
BOARD OF COMMISSIONERS
REGULAR MEETING
COMM. MEETING ROOM
110 N. GREEN STREET – MORG.
TUESDAY, JUNE 16, 2020
6:00 P.M.**

Note: This agenda action report is for information only. The meeting minutes will be the official record of action taken by the Board on June 16, 2020.

1. CALL TO ORDER

2. INVOCATION

Pastor Ed Stephenson, Arneys Fairview United Methodist Church

3. PLEDGE OF ALLEGIANCE

J.R. Simpson, County Attorney

4. APPROVAL OF AGENDA

APPROVED

5. APPROVAL OF MEETING MINUTES

APPROVED

1. January 21, 2020, Regular Meeting
2. January 30, 2020, Recessed Meeting
3. February 4, 2020, Pre-Agenda Meeting

6. PRESENTATIONS

1. AS - Pet of the Month - Presented by Kaitlin Settlemeyre, Animal Services Director

RECOGNIZED GUNNER (CANINE) & PEARL (FELINE) AS PETS OF THE MONTH

7. SCHEDULED PUBLIC HEARINGS

1. BR - Blue Ridge HealthCare - Resolution Approving the Issuance of Not to Exceed \$125,000,000 of Tax-Exempt Bonds to be Issued by the Public Finance Authority to Finance and Refinance Certain Costs of Various Projects on Behalf of Blue Ridge Healthcare System, Inc. - Public Hearing - 6:00 P.M. - Presented by Thom Eure, Sr. VP, Corporate Services and General Council, Carolinas HealthCare System Blue Ridge

HELD PUBLIC HEARING; NO SPEAKERS; ADOPTED RESOLUTION

2. County Manager - Adoption of FY 20-21 Budget and Public Hearing - 6:00 P.M. - Presented by Bryan Steen, County Manager

HELD PUBLIC HEARING; NO SPEAKERS; ADOPTED BUDGET ORDINANCE; APPROVED MOU WITH THE BOARD OF EDUCATION; AUTHORIZED MANAGER TO EXECUTE CONTRACTS WITH NONPROFITS THAT RECEIVED FUNDING IN THE BUDGET; 69.5 CENTS TAX RATE MAINTAINED

8. INFORMAL PUBLIC COMMENTS TWO (2) SPEAKERS

Each speaker is limited to three (3) minutes. Please sign in with the Clerk prior to the meeting.

9. CONSENT AGENDA

APPROVED ALL ITEMS EXCEPT NO. 1 WHICH WAS MOVED TO THE AUGUST AGENDA

1. BOC - Resolution Regarding Surplus Real Property **(MOVED TO AUGUST AGENDA)**
2. Clerk - Appointment to WPCC Board of Trustees
3. Co. Mgr. - Resolution Authorizing Lease Amendment of Real Property
4. Finance - FY 20-21 General Liability/Worker's Comp Insurance Renewal
5. Health Dept. - Child Protection/Child Fatality Teams' Calendar Year 2019 Report
6. JCPC – Removals, Reappointments and Appointments to the Juvenile Crime Prevention Council
7. PBHM - Partners Behavioral Health Management Mental Health Report for Period Ending March 31, 2020
8. Tax Dept. - Tax Collection Report for May 2020
9. Tax Dept. - Release Refund Report for May 2020

10. ITEMS FOR DECISION

1. CA - Place Holder Lease Amendment - Historic Courthouse Square - Morganton - Presented by J. R. Simpson, County Attorney **New Item**

APPROVED LEASE AMENDMENT; AUTHORIZED CHAIRMAN, VICE CHAIRMAN, MANAGER AND ATTORNEY TO NEGOTIATE MINOR MODIFICATIONS WITH MORGANTON; AUTHORIZED MANAGER TO EXECUTE LEASE AMENDMENT ON BEHALF OF THE BOARD

11. REPORTS AND COMMENTS

1. BOC - Reports & Comments - Presented by Johnnie Carswell, Chairman

RECEIVED COMMENTS AND REPORTS

12. VACANCY ANNOUNCEMENTS

1. Clerk - Boards and Committees Vacancy Report - Presented by Kay Draughn, Clerk to the Board **VACANCIES ANNOUNCED**

13. CLOSED SESSION

1. BOC - Closed Session to Discuss Threatened or Pending Litigation, to Preserve the Attorney-Client Privilege, to Discuss Economic Development Matters and to Discuss Personnel Matters - Presented by Johnnie Carswell, Chairman

NOT NEEDED. NOT HELD.

14. ADJOURNED AT 7:09 PM