



1. Pre-Agenda Outline

Documents:

[2020 02 04 BOC PRE-AGENDA AGENDA OUTLINE.PDF](#)

2. Pre-Agenda Full Version

Documents:

[2020 02 04 BOC PRE-AGENDA AGENDA FULL VERSION.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**  
**Pre-Agenda Meeting**  
**Comm. Meeting Room**  
**Tuesday, February 4, 2020**  
**3:00 PM**

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**1. CALL TO ORDER**

**2. APPROVAL OF THE AGENDA**

**3. PRESENTATIONS**

1. AS - Pet of the Month - Presented by Kaitlin Settlemyre, Animal Services Director
2. BCRS - Update on Burke County Rescue Squad (Place Holder) - Presented by Chief Chris Brown
3. TDA - Financial Update for the Period Ending Dec. 31, 2019 (Place Holder) - Presented by Ed Phillips, TDA Director

**4. SCHEDULED PUBLIC HEARINGS**

**5. CONSENT AGENDA**

1. BCPS - Presentation of Financial Data for the Period Ending Dec. 31, 2019 - Presented by Keith Lawson, BCPS Finance Officer
2. WPC - Presentation of Financial Data for the Period Ending Dec. 31, 2019 (Place Holder) - Presented by Sandy Hoilman, WPC Chief Financial Officer
3. COM - Easement Agreement for Morganton Greenway - Presented by Louis Vinay or Phillip Lookadoo, City of Morganton
4. BCECC - Communications 911 Phone Hardware Refresh Lease Agreement - Presented by Brock Hall, BCECC Director
5. Comm. Dev. - Accept STBG-DA Grant Agreement - Linville Dam - Presented by Shane Prisby, Community Development Operations Manager
6. Finance - County Financial Report for the Period Ending December 31, 2019 - Presented by Margaret Pierce, Deputy Co. Mgr. / Finance Director
7. FM - Hazard Mitigation Plan - Resolution - Presented by Mike Willis, Fire Marshal
8. General Services - Discontinue Water/Sewer Payment Drop Box at Avery Ave - Presented by Miles Champion, General Services Director
9. JCPC- Funding Allocation Revision for Raise the Age Expansion Funds - Presented by Rebecca McLeod, Health Director and/or AJ Coutu, JCPC Administrator
10. JCPC- Funding Policy Revision - Presented by Rebecca McLeod, Health Director and/or AJ Coutu, JCPC Administrator
11. Tax Dept. - Tax Collection Report for January 2020 - Presented by Danny Isenhour, Tax Administrator
12. Tax Dept. - Release Refund Report for January 2020 - Presented by Danny Isenhour, Tax Administrator
13. Tax Dept. - Order to Advertise 2019 Delinquent Real Property Taxes - Presented by Danny Isenhour, Tax Administrator

**6. ITEMS FOR DECISION**

1. BOC - Resolution Declaring Burke County, North Carolina A Constitutional Rights Protected County - Presented by Johnnie Carswell, Chairman
2. Co. Mgr. - Education Benefit for Detention Officers - Presented by Bryan Steen, County Manager
3. Clerk - Appointment/Removal to Burke Co. Planning Board - Presented by Kay Draughn, Clerk to the Board

**7. REPORTS**

1. County Manager - 2019 Summary of Accomplishments (Place Holder) - Presented by Bryan Steen, County Manager

**8. OTHER DISCUSSION ITEMS**

**9. ADJOURN**

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**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: February 4, 2020**



**PRESENTATIONS**

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**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: February 4, 2020**



**PRESENTATIONS**

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**Subject Title: BCRS - Update on Burke County Rescue Squad (Place Holder)**

**Presented By: Chief Chris Brown**

**Summary of Information:** Chief Chris Brown will make a brief presentation about the Rescue Squad and the services it provides to raise public awareness.

**Budgetary Effect:** None.

**County Manager's Recommendation:** Approval is recommended.

**Suggested Motion: To accept the report as presented.**

**Note: The report was not available at the time of agenda distribution.**

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: February 4, 2020**



**PRESENTATIONS**

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**Subject Title: TDA - Financial Update for the Period Ending Dec. 31, 2019 (Place Holder)**

**Presented By: Ed Phillips**

**Summary of Information:** 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.

**Budgetary Effect:** None.

**County Manager's Recommendation:** Approval is recommended.

**Suggested Motion: To accept the report as presented.**

2:00 PM

## BURKE CO. TOURISM DEVELOPMENT AUTHORITY

01/29/20

## Profit &amp; Loss

Accrual Basis

July through December 2019

	Jul - Dec 19
<b>Income</b>	
4010 · Burke Co. Govt. - Occup. Tax	202,092.45
4110 · Interest Income'	80.27
4120 · Other Income	20,825.00
5000 · Trolley Revenue	16,841.22
<b>Total Income</b>	<b>239,838.94</b>
<b>Expense</b>	
5010 · Accounting	6,562.50
5015 · Legal and Professional Fees	750.00
5020 · Marketing/Advertising	87,024.96
5102 · Membership Dues	275.00
5110 · Building Maintenance	27.71
5113 · City of Morganton/Tourism	25,407.77
5115 · Town of Valdese/Tourism	22,173.91
5140 · Website Upkeep	564.51
5150 · Insurance	
5155 · Trolley Insurance	-1,116.52
5160 · Directors & Officers Liability	230.00
5165 · Worker's Compensation	438.00
5175 · Employee Health Insurance	4,729.12
<b>Total 5150 · Insurance</b>	<b>4,280.60</b>
5180 · Office Supplies	2,437.39
5190 · Payroll Shared Staff Reimbursen	2,824.67
5200 · Payroll Expenses	
5210 · Payroll	61,285.98
5215 · NC Unemployment Tax	180.18
5220 · Part-time Staffing	5,142.75
5230 · Payroll Taxes	5,283.08
5235 · Retirement	8,478.57
5200 · Payroll Expenses - Other	2,645.00
<b>Total 5200 · Payroll Expenses</b>	<b>83,015.56</b>
5250 · Postage	450.43
5280 · Office Rent	3,000.00
5290 · Telephone	1,335.88
5300 · Travel/Training	4,213.66
5301 · Trolley Expenses	10,510.29
5305 · Meetings	335.37
5400 · Misc. Expense	3,645.50
<b>Total Expense</b>	<b>258,835.71</b>
<b>Net Income</b>	<b>-18,996.77</b>

Attachment: TD July-December Profit Loss (2975 : TDA Financial Update (Place Holder))

2:20 PM

## BURKE CO. TOURISM DEVELOPMENT AUTHORITY

## Balance Sheet

01/28/20

As of December 31, 2019

Accrual Basis

	Dec 31, 19
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1014 · First Citizens Bank-Checking	321,502.31
Total Checking/Savings	321,502.31
Accounts Receivable	
1210 · Accounts Receivable	400.00
Total Accounts Receivable	400.00
Other Current Assets	
1300 · Prepaid Rent	500.00
Total Other Current Assets	500.00
Total Current Assets	322,402.31
Fixed Assets	
Vehicles	61,000.00
1410 · Furniture & Equipment	17,433.25
1590 · Accumulated Depreciation	-25,615.25
Total Fixed Assets	52,818.00
<b>TOTAL ASSETS</b>	<b>375,220.31</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · *Accounts Payable	9,366.92
Total Accounts Payable	9,366.92
Other Current Liabilities	
2100 · Payroll Liabilities	-1,026.72
2150 · Retirement Payable	3,889.02
2300 · Trolley Fees In Advance	150.00
Total Other Current Liabilities	3,012.30
Total Current Liabilities	12,379.22
Total Liabilities	12,379.22
Equity	
3900 · Retained Earnings	381,837.86
Net Income	-18,996.77
Total Equity	362,841.09
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>375,220.31</b>

Attachment: TDA Balance Sheet (2975 : TDA Financial Update (Place Holder))

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: February 4, 2020**



**CONSENT AGENDA**

**Subject Title: BCPS - Presentation of Financial Data for the Period Ending Dec. 31, 2019**

**Presented By: Keith Lawson**

**Summary of Information:** 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.

BCPS						
Estimated Revenues						
2019/2020						
	Annual		December YTD			% of Budget
	Previous	Current Fcst	Current	Previous	% Change	Received
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%
<b>Total</b>	<b>\$ 109,702,255</b>	<b>\$ 109,924,618</b>	<b>\$ 53,186,230</b>	<b>\$ 53,229,487</b>	<b>-0.1%</b>	<b>48.4%</b>

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										
Expenses	'16/'17	'17/'18	'18/'19	Budget	'19/'20				Total	
					1st	2nd	3rd	4th		
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										

**Budgetary Effect:** NA

**County Manager's Recommendation:** Approval is recommended.

**Suggested Motion:** To accept the report as presented.

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: February 4, 2020**



**CONSENT AGENDA**

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**Subject Title: WPCC – Presentation of Financial Data for the Period Ending Dec. 31, 2019**  
**(Place Holder)**

**Presented By: Sandy Hoilman**

**Summary of Information:** An overview of the College's financial data will be presented for the period ending December 31, 2019.

**Budgetary Effect:** NA

**County Manager's Recommendation:** Approval is recommended.

**Suggested Motion:** To accept the report as presented.

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: February 4, 2020**



**CONSENT AGENDA**

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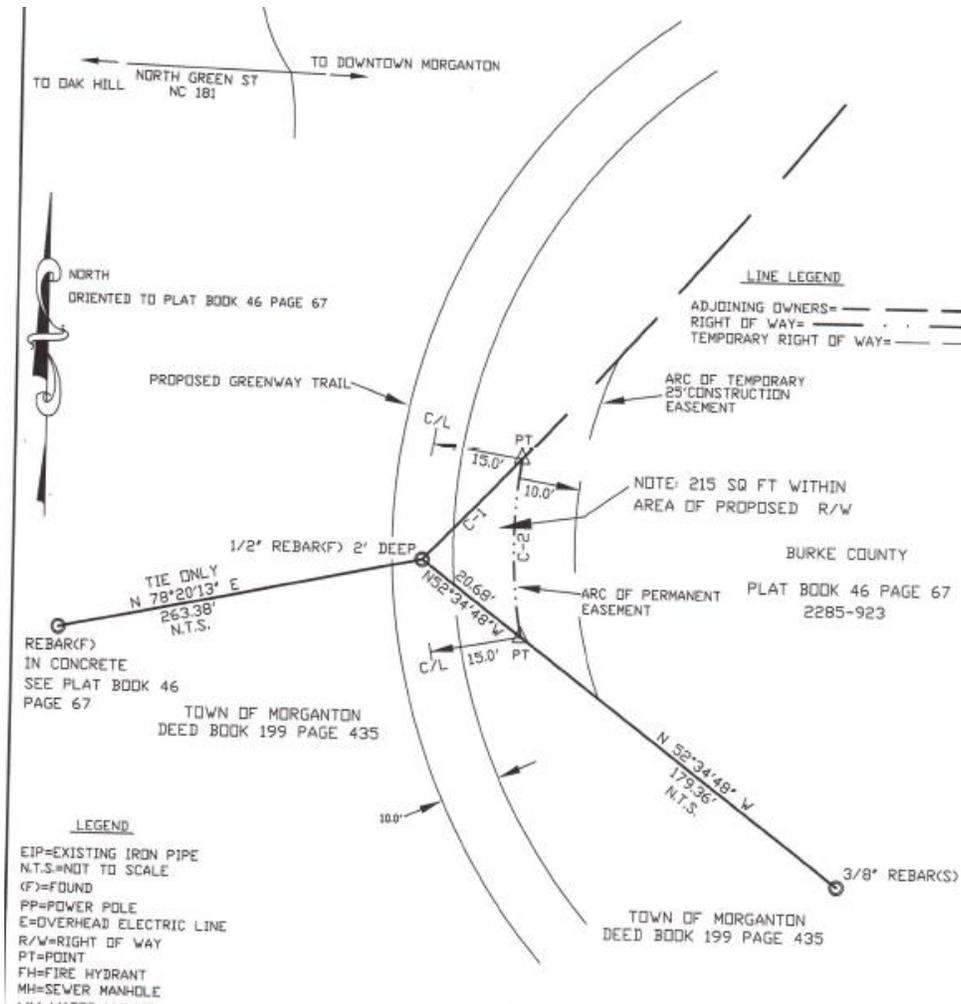
**Subject Title: COM - Easement Agreement for Morganton Greenway**

**Presented By: Louis Vinay and/or Phillip Lookadoo**

**Summary of Information:** 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.



**Budgetary Effect:** None or minimal. The Mtn. View School property was collateralized for the school construction debt.

**County Manager's Recommendation:** Approval is recommended.

**Suggested Motion:** To approve the Greenway Easement Agreement between Burke County and the City of Morganton as presented. Further, direct the County Manager to send a letter to the City of Morganton authorizing the City to build the Greenway across the property as requested.

NORTH CAROLINA

EASEMENT AGREEMENT FOR GREENWAY

BURKE COUNTY

THIS EASEMENT AGREEMENT FOR GREENWAY is dated the \_\_\_ day of \_\_\_\_\_, 2020, and is between BURKE COUNTY, a political subdivision of the State of North Carolina (the "Grantor"); and the CITY OF MORGANTON, a municipal corporation in Burke County, North Carolina (the "Grantee"),;

WITNESSETH:

For valuable consideration, the Grantor has agreed to convey and by this instrument does hereby sell, grant and convey to the Grantee, its successors and assigns, a permanent easement and temporary construction easement for the construction, installation, maintenance and replacement of a greenway and/or sidewalk, including the right to have continuing access thereto, in, over, through and across a portion of the property of the Grantor located within Morganton Township, Burke County, North Carolina, and described in instrument recorded in Deed Book 2285, at Page 923 of the Burke County Registry, also identified as Burke County Tax Office PIN 1794804167. Said permanent easement and temporary easement are described as follows:

PERMANENT EASEMENT:

A permanent easement for a greenway and/or sidewalk encompassing and consisting of the following described area:

BEGINNING on a ½" rebar found, westernmost corner of property of Grantor, and runs thence with the boundary line between Grantor and Grantee for an arc distance of 23.44 feet along the arc of a circle having a radius of 1,064.93 feet, chord bearing North 43° 43' 11" East, chord length 23.44 feet to a point; thence for an arc distance of 29.66 feet along the arc of a circle having a radius of 85.54 feet, chord bearing South 00° 25' 45" East, chord length 29.51 feet to a point in the line between Grantor and Grantee; thence with Grantee's line North 52° 34' 48" West 20.68 feet to a ½" rebar found, the point of BEGINNING and containing 215 square feet, more or less.

TEMPORARY EASEMENT:

This temporary easement is granted for the purpose of constructing the above described greenway and/or sidewalk, and the temporary easement shall automatically expire and terminate at such time as the construction project is completed.

The temporary easement shall encompass and consist of all that portion of the property of the Grantor located within ten feet (10') of and parallel to the following described line:

BEGINNING on a point in the boundary line between Grantor and Grantee, located South 52 34' 48" East from a 1/2" rebar found, westernmost corner of Grantor's property, and from said beginning point runs for an arc distance of 29.66 feet along the arc of a circle having a radius of 85.54 feet, chord bearing North 00 25' 45" West, chord length 29.51 feet.

The above described easements more fully appear from that survey map of Greenway Right-of-Way for the City of Morganton prepared by David Mark Huffman, PLS and dated March 15, 2019.

TO HAVE AND TO HOLD, the above described easements, together with all rights, privileges and appurtenances thereunto belonging, unto the said Grantee and its successors and assigns but subject to the following special terms and conditions:

1. The Grantee shall at all times have the right to keep the area of the permanent easement and right-of-way clear of buildings and structures, trees, shrubs and other vegetation, as will, in its judgment, interfere with the proper functioning of its facilities; provided, the Grantor, his successors and assigns, may use the easement for any purpose which is not inconsistent with the rights granted to the Grantee.
2. Any area disturbed or damaged by the construction of the greenway and/or sidewalk shall be restored or repaired by the Grantee.

And the Grantor covenants that it is the owner in fee simple of the lands described above, has the right to convey the same, and the same is free and clear of all encumbrances except as otherwise stated, and that it will forever warrant and defend the title and easements herein granted against the lawful claims of all persons whomsoever.

IN TESTIMONY WHEREOF, the Grantor has caused this Easement to be signed the day and year first above written.

GRANTOR:

BURKE COUNTY

By: \_\_\_\_\_  
Chairman, Burke County Board of  
County Commissioners

Attest:

(CORPORATE SEAL)

\_\_\_\_\_  
Clerk

NORTH CAROLINA

BUKRE COUNTY

This the \_\_\_\_ day of \_\_\_\_\_, 2020, personally came before me, \_\_\_\_\_, who, being by me first duly sworn, says that he is the Chairman of the Burke County Board of Commissioners and that the seal affixed to the foregoing instrument in writing was signed and sealed by himself and attested to by the Clerk, in behalf of said Burke County Board of Commissioners, by its authority duly given. And the said \_\_\_\_\_ acknowledged the said writing to be the act and deed of said Burke County Board of Commissioners.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

Attachment: burke county greenway easement (002) (2970 : COM - Easement Agreement for Morganton Greenway)

NORTH CAROLINA

BURKE COUNTY

The foregoing certificate of \_\_\_\_\_, Notary Public of Burke County, North Carolina, is certified to be correct. This instrument was presented for registration this the \_\_\_\_ day of \_\_\_\_\_, 2020, at \_\_\_\_\_ o'clock \_\_\_\_ .M., and duly recorded in the office of the Register of Deeds of Burke County, North Carolina, in Book \_\_\_\_\_, at Page \_\_\_\_\_.

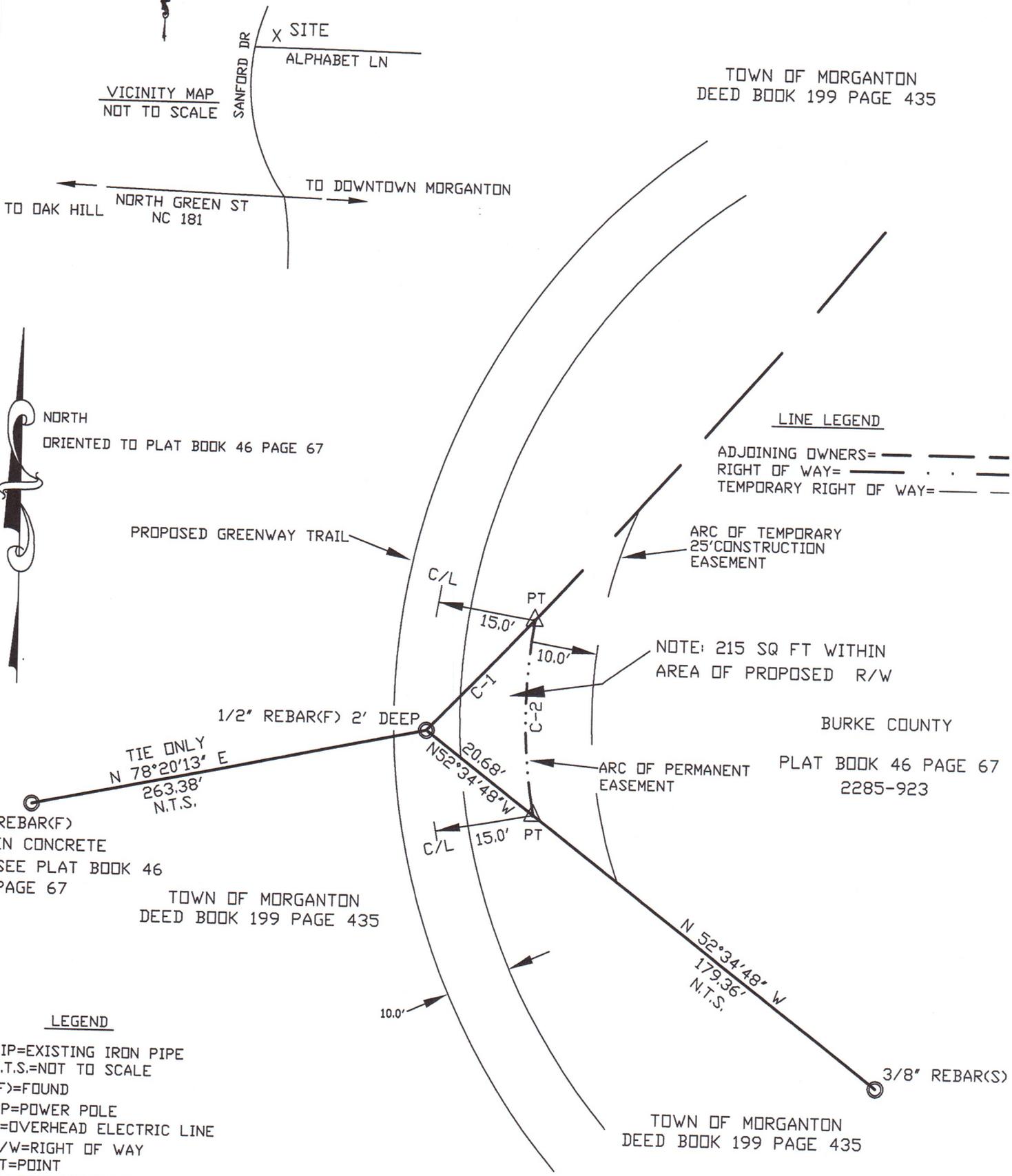
This the \_\_\_\_ day of \_\_\_\_\_, 2020.

REGISTER OF DEEDS OF BURKE COUNTY, NC

By: \_\_\_\_\_  
Assistant/Deputy Register of Deeds

burke county.greenway easement

Attachment: burke county greenway easement (002) (2970 : COM - Easement Agreement for Morganton Greenway)



**LINE LEGEND**

ADJOINING OWNERS= ———  
 RIGHT OF WAY= ———  
 TEMPORARY RIGHT OF WAY= ———

NORTH  
 ORIENTED TO PLAT BOOK 46 PAGE 67

**LEGEND**

EIP=EXISTING IRON PIPE  
 N.T.S.=NOT TO SCALE  
 (F)=FOUND  
 PP=POWER POLE  
 E=OVERHEAD ELECTRIC LINE  
 R/W=RIGHT OF WAY  
 PT=POINT  
 FH=FIRE HYDRANT  
 MH=SEWER MANHOLE  
 WV=WATER VALVE  
 C/L=CENTER LINE

**CURVE TABLE**

Curve #	Length	Radius	Delta	Chord Bearing	Chord Length
C-1	23.44'	1064.93'	1°15'41"	N43° 43' 11"E	23.44'
C-2	29.66'	85.54'	19°51'58"	S00° 25' 45"E	29.51'

**TITLE REF.**

DEED BOOK 2285 PAGE 923  
 PIN #1794804167

A PROPOSED RIGHT OF WAY  
 FROM: BURKE COUNTY  
 TO: THE CITY OF MORGANTON

NORTH CAROLINA, BURKE COUNTY  
 I, DAVID MARK HUFFMAN, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE BY ME (SEE TITLE REF. FOR DEED DESCRIPTION) THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DASHED LINES AND DESCRIBED BY ADJOINING OWNERS AS SHOWN, THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY IS 1 / 10,000+J THAT THIS MAP MEETS THE REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN NORTH CAROLINA (21 NCAC 56.1600).  
 (21 NCAC 56.1600).

*David M Huffman*  
 DAVID MARK HUFFMAN NCPLS #3779  
 3888 RIVER RD  
 MORGANTON, NC 28655  
 (828) 437-7873

THIS 15 DAY OF MARCH, 2019



**GREENWAY RIGHT OF WAY**

LOCATION: 805 BOUCHELLE ST, MORGANTON TOWNSHIP, BURKE CO. NC

CITY OF MORGANTON P.O. BOX 3448 MORGANTON, NC 28680 (828) 438-5262	DRAWN BY: DMH	SHEET NO.: 1
	CHECKED BY: DMH	
	DATE: 3-15-2019	
	SCALE: 1" = 20'	

Attachment: Greenway-Map (2970 : COM - Easement Agreement for Morganton Greenway)

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: February 4, 2020**



**CONSENT AGENDA**

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**Subject Title: BCECC - Communications 911 Phone Hardware Refresh Lease Agreement**

**Presented By: Brock Hall**

**Summary of Information:** 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 \$16,000.00 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.

**County Manager's Recommendation:** Approval is recommended.

**Suggested Motion: TBD (Lease was not available at the time of agenda creation.)**



January 7, 2020  
Burke County  
VESTA® 9-1-1 Hardware Refresh

VESTA® 9-1-1 - Side A

Qty.	Part No.	Description	Price
1	870899-0104R7.2U	<b>VESTA® 9-1-1</b> V911 R7.2 DOC/MED UPG	\$0.00
1	873099-03002U	V911 CAD INTF LIC UPGD	\$0.00
		<b>VM Medium Server Bundle</b>	
		<i>Note: The Medium Server Bundle is for PSAP's up to 40 positions with an annual call volume of 500,000 or less.</i>	
1	853031-DLSVRGD-2	V-DL MED SVR BNDL GEO	\$18,583.75
1	06500-00201	2-POST RELAY RACK MNT KIT	\$213.75
		<b>VESTA® 9-1-1 CDR Module</b>	
1	873099-00602U	V911 CDR SVR LIC UPGD	\$0.00
9	873099-01102U	V911 CDR PER SEAT LIC UPGD	\$0.00
		<b>ESInet Interface Module (EIM)</b>	
9	873090-11102U	V911 LIC EIM RFAI MOD UPGD	\$0.00
2	809800-00200	CFG NTWK DEVICE	\$332.50
		<b>VESTA® SMS</b>	
		<i>Note: Customer is responsible for Text Control Center (TCC) services and network charges.</i>	
1	870891-66301	VESTA 9-1-1 SMS LIC	\$0.00
1	809810-00102	V911 ADV DATA LVL 1 ANNUAL SUB <i>Note: Annual Subscription - Year 1</i>	\$0.00
1	809810-00102	V911 ADV DATA LVL 1 ANNUAL SUB <i>Note: Annual Subscription - Year 2</i>	\$0.00
1	809810-00102	V911 ADV DATA LVL 1 ANNUAL SUB <i>Note: Annual Subscription - Year 3</i>	\$0.00
1	809810-00102	V911 ADV DATA LVL 1 ANNUAL SUB <i>Note: Annual Subscription - Year 4</i>	\$0.00
1	809810-00102	V911 ADV DATA LVL 1 ANNUAL SUB <i>Note: Annual Subscription - Year 5</i>	\$0.00
2	809800-00200	CFG NTWK DEVICE	\$332.50
		<b>Geo Diverse Add On License</b>	
1	BA-MGD-VSSL-M	GEO-DIV LIC MIG SYS	\$0.00
		<b>VESTA® 9-1-1 Prime Standard Operations</b>	
9	PS-OPR-VSSL-M	VPRIME PER SEAT LIC NFEE	\$0.00
		<b>VESTA® Workstation Equipment</b>	
9	61000-409602SFF	WKST HP Z2 G4 SFF W/O OS	\$14,220.00
9	04000-00441	WINDOWS 10 LTSC LIC	\$1,046.25
9	MCA	22IN Touchscreen Monitors	\$5,703.64
9	64007-50021	KEYPAD 24 KEY USB CBL 12FT	\$1,226.25
9	853030-00302	V911 SAM HDWR KIT	\$18,585.00
9	853004-00401	SAM EXT SPKR KIT	\$1,890.00
9	02800-20501	HDST 4W MOD ELEC MIC BLK	\$416.25
9	03044-20000	HDST CORD 12FT 4W MOD BLK	\$33.75
9	809800-35109	V911 IWS CFG	\$2,250.00
9	809800-35108	V911 IWS STG FEE	\$3,375.00
1	870890-07501	CPR/SYSPREP MEDIA IMAGE	\$0.00
		<b>VESTA® 9-1-1 IRR Module</b>	
9	873099-00502U	V911 IRR LIC UPGD <i>Customer will use existing HASP Keys.</i>	\$0.00

**Burke County**  
**VESTA® 9-1-1 Hardware Refresh**

1	64040-60020	<b>VESTA® 9-1-1 Admin Printer</b> PRNTR USB/ETHERNET B/W LJ	\$492.50
		<b>Network Equipment</b> (2) firewalls for HA configuration:	
2	03800-03060	FIREWALL 60E	\$1,425.00
2	809800-00201	VPN CFG SVCS	\$500.00
2	04000-29638-X	SWITCH 2960-X+CBL 24-PORT	\$4,520.00
		<b>Peripherals &amp; Gateways</b>	
2	2213937-1-SR1	FXO GATEWAY MP118 8-PORT	\$3,297.50
		<b>ALI/CAD Output</b>	
1	04000-RS232	BLKBX TL601A-R2 DATASHARE	\$461.25
1	04000-01014-10	CBL SRL DB25M/DB9F 10FT	\$12.50
		<b>Rack &amp; Peripheral Equipment</b> Customer will use existing rack enclosure.	
1	MCA	19IN Monitor	\$174.99
1	04000-00809	KVM 8-PORT SWITCH USB	\$530.00
<b>VESTA 9-1-1 Subtotal</b>			<b>\$79,622.38</b>

**VESTA® 9-1-1 - Side B**

Qty.	Part No.	Description	Price
		<b>VESTA® 9-1-1</b>	
1	870899-0104R7.2U	V911 R7.2 DOC/MED UPG	\$0.00
1	873099-03002U	V911 CAD INTF LIC UPGD	\$0.00
		<b>VM Medium Server Bundle</b>	
		<i>Note: The Medium Server Bundle is for PSAP's up to 40 positions with an annual call volume of 500,000 or less.</i>	
1	853031-DLSVRGD-2	V-DL MED SVR BNDL GEO	\$18,583.75
1	06500-00201	2-POST RELAY RACK MNT KIT	\$213.75
		<b>VESTA® 9-1-1 CDR Module</b>	
1	873099-00602U	V911 CDR SVR LIC UPGD	\$0.00
		<b>ESInet Interface Module (EIM)</b>	
2	809800-00200	CFG NTWK DEVICE	\$332.50
		<b>VESTA® SMS</b>	
		<i>Note: Customer is responsible for Text Control Center (TCC) services and network charges.</i>	
1	870891-66301	VESTA 9-1-1 SMS LIC	\$0.00
1	809810-00102	V911 ADV DATA LVL 1 ANNUAL SUB	\$0.00
		<i>Note: Annual Subscription - Year 1</i>	
1	809810-00102	V911 ADV DATA LVL 1 ANNUAL SUB	\$0.00
		<i>Note: Annual Subscription - Year 2</i>	
1	809810-00102	V911 ADV DATA LVL 1 ANNUAL SUB	\$0.00
		<i>Note: Annual Subscription - Year 3</i>	
1	809810-00102	V911 ADV DATA LVL 1 ANNUAL SUB	\$0.00
		<i>Note: Annual Subscription - Year 4</i>	
1	809810-00102	V911 ADV DATA LVL 1 ANNUAL SUB	\$0.00
		<i>Note: Annual Subscription - Year 5</i>	
2	809800-00200	CFG NTWK DEVICE	\$332.50
		<b>Geo Diverse Add On License</b>	
1	BA-MGD-VSSL-M	GEO-DIV LIC MIG SYS	\$0.00
		<b>VESTA® 9-1-1 Admin Printer</b>	
1	64040-60020	PRNTR USB/ETHERNET B/W LJ	\$492.50
		<b>Network Equipment</b> (2) firewalls for HA configuration:	

**Burke County**  
**VESTA® 9-1-1 Hardware Refresh**

2	03800-03060	FIREWALL 60E	\$1,425.00
2	809800-00201	VPN CFG SVCS	\$500.00
2	04000-29638-X	SWITCH 2960-X+CBL 24-PORT	\$4,520.00
2	2213937-1-SR1	<b>Peripherals &amp; Gateways</b> FXO GATEWAY MP118 8-PORT	\$3,297.50
1	04000-RS232	<b>ALI/CAD Output</b> BLKBX TL601A-R2 DATASHARE	\$461.25
1	04000-01014-10	CBL SRL DB25M/DB9F 10FT	\$12.50
1	MCA	<b>Rack &amp; Peripheral Equipment</b> Customer will use existing rack enclosure. 19IN Monitor	\$174.99
1	04000-00809	KVM 8-PORT SWITCH USB	\$530.00
<b>VESTA 9-1-1 Subtotal</b>			<b>\$30,876.24</b>

**VESTA® CommandPOST**

Qty.	Part No.	Description	Price
8	PS-0PR-VSSL-M	<b>VESTA® 9-1-1 Prime Standard Operations</b> VPRIME PER SEAT LIC NFREE	\$0.00
8	61050-G819605	<b>CommandPOST Hardware</b> LAPTOP ZBOOK15 G5 W/O OS	\$13,050.00
8	80000-Pelican	COMMANDPOST HARDWARE	\$5,680.00
8	04000-00441	WINDOWS 10 LTSC LIC	\$930.00
8	65000-00263	DOCK STATION THUNDERBOLT KIT	\$5,060.00
8	MCA	22IN Touchscreen Monitors	\$5,069.90
8	64021-10025	KYBD/MOUSE BNDL	\$440.00
8	64007-50021	KEYPAD 24 KEY USB CBL 12FT	\$1,090.00
8	853004-00301	CPOST SAM HDWR KIT	\$22,820.00
8	853004-00401	SAM EXT SPKR KIT	\$1,680.00
8	809800-35109	V911 IWS CFG	\$2,000.00
8	809800-35108	V911 IWS STG FEE	\$3,000.00
1	870890-07501	CPR/SYSPREP MEDIA IMAGE	\$0.00
8	873099-00502U	<b>VESTA® 9-1-1 IRR Module</b> V911 IRR LIC UPGD Customer will use existing HASP Keys.	\$0.00
8	873099-01102U	<b>VESTA® 9-1-1 CDR Module</b> V911 CDR PER SEAT LIC UPGD	\$0.00
8	873090-11102U	<b>ESInet Interface Module (EIM)</b> V911 LIC EIM RFAI MOD UPGD	\$0.00
<b>VESTA CommandPOST Subtotal</b>			<b>\$60,819.90</b>

**Spare Parts**

Qty.	Part No.	Description	Price
1	2213937-SPARE	FXO GATEWAY 8-PORT SPARE	\$1,648.75
1	04000-29638-X	SWITCH 2960-X+CBL 24-PORT	\$2,260.00
1	MCA	22IN Touchscreen Monitors	\$633.74
1	64007-50021	KEYPAD 24 KEY USB CBL 12FT	\$136.25
<b>Spare Parts Subtotal</b>			<b>\$4,678.74</b>

**Managed Services - Side A**

Qty.	Part No.	Description	Price
1	04000-00398	<b>Monitoring &amp; Response (M&amp;R) Support: Servers</b> Note: Includes (1) DDS Server. M&R SVR AGENT LIC	\$615.00
10	04000-00399	<b>Monitoring &amp; Response (M&amp;R) Support: Workstations</b> Note: Includes (9) VESTA Workstations, (1) Management Console. M&R WKST AGENT LIC	\$1,800.00

**Burke County**  
**VESTA® 9-1-1 Hardware Refresh**

9	04000-00400	<b>Monitoring &amp; Response (M&amp;R) Support: IP Devices</b> <i>Note: Includes (1) Virtual Host/Machine, (1) MDS Server, (1) ASN Server, (2) Gateways, (2) Firewalls, (2) Cisco Switches.</i> M&R NETWORK/IP AGENT LIC	\$888.75
<b>Managed Services Subtotal</b>			<b>\$3,303.75</b>

**Managed Services - Side B**

Qty.	Part No.	Description	Price
1	04000-00398	<b>Monitoring &amp; Response (M&amp;R) Support: Servers</b> <i>Note: Includes (1) DDS Server.</i> M&R SVR AGENT LIC	\$615.00
1	04000-00399	<b>Monitoring &amp; Response (M&amp;R) Support: Workstations</b> <i>Note: Includes (1) Management Console.</i> M&R WKST AGENT LIC	\$180.00
1	809800-16327	M&R WKST SRVC 1YR	\$0.00
8	04000-00400	<b>Monitoring &amp; Response (M&amp;R) Support: IP Devices</b> <i>Note: Includes (1) Virtual Host/Machine, (1) MDS Server, (2) Gateways, (2) Firewalls, (2) Cisco Switches.</i> M&R NETWORK/IP AGENT LIC	\$790.00
1	04000-00400	<i>Note: Includes (1) ASN Server.</i> M&R NETWORK/IP AGENT LIC	\$98.75
<b>Managed Services Subtotal</b>			<b>\$1,683.75</b>

**VESTA® Services**

Qty.	Part No.	Description	Price
1	MCA	Shipping	\$748.26
1	MCA	Turnkey Installation	\$46,610.40
48	809800-17006	FIELD ENG-EXPRESS <i>Unless purchased, MCA will perform installation services for EIM.</i>	\$4,380.00
48	809800-17006	FIELD ENG-EXPRESS <i>Note: FE time applies to standard switch configuration in accordance with VESTA 911 IP Network Config Guide. Extensive WAN troubleshooting will require additional units.</i>	\$4,380.00
1	809800-SMSSVCS-E	<b>Services to Support VESTA® SMS</b> VESTA SMS IMP SVCS - EXPRESS  <i>Note: Remote Field Engineering support to perform the configuration of VESTA SMS. Services include: 60D Firewall configuration/VESTA 9-1-1/VESTA SMS configuration/import of VESTA SMS VMs (if applicable)/preparation of screen layouts/TCC tesdting/Carrier testing/ one E-LearnV9-1-1 SMS Admin Delta Training course/remote Project Management. Does not include onsite SMS cutover support. Customer is responsible for the installation of any hardware/VESTA SMS configuration changes/workstation upgrades/system testing/TCC services and network charges.</i>  <b>Training</b> MCA will conduct training services.	\$12,371.25
<b>VESTA Services Subtotal</b>			<b>\$68,489.91</b>

**Quote Sub-total (911 Surcharge Eligible):**

**\$249,474.66**

**Burke County**  
**VESTA® 9-1-1 Hardware Refresh**  
 2 Non 911 Fund Eligible Workstations

Qty.	Part No.	Description	Price
2	873099-01102U	<b>VESTA® 9-1-1 CDR Module</b> V911 CDR PER SEAT LIC UPGD	\$0.00
2	873090-11102U	<b>ESInet Interface Module (EIM)</b> V911 LIC EIM RFAI MOD UPGD	\$0.00
2	PS-0PR-VSSL-M	<b>VESTA® 9-1-1 Prime Standard Operations</b> VPRIME PER SEAT LIC NFEE	\$0.00
2	61000-409602SFF	<b>VESTA® Workstation Equipment</b> WKST HP Z2 G4 SFF W/O OS	\$3,160.00
2	04000-00441	WINDOWS 10 LTSC LIC	\$232.50
2	MCA	22IN Touchscreen Monitors	\$1,267.48
2	64007-50021	KEYPAD 24 KEY USB CBL 12FT	\$272.50
2	853030-00302	V911 SAM HDWR KIT	\$4,130.00
2	853004-00401	SAM EXT SPKR KIT	\$420.00
2	02800-20501	HDST 4W MOD ELEC MIC BLK	\$92.50
2	03044-20000	HDST CORD 12FT 4W MOD BLK	\$7.50
2	809800-35109	V911 IWS CFG	\$500.00
2	809800-35108	V911 IWS STG FEE	\$750.00
2	873099-00502U	<b>VESTA® 9-1-1 IRR Module</b> V911 IRR LIC UPGD <i>Customer will use existing HASP Keys.</i>	\$0.00
2	04000-00399	<i>Note: Includes (2) VESTA Workstations.</i> M&R WKST AGENT LIC	\$360.00
<b>VESTA 9-1-1 Subtotal</b>			<b>\$11,192.48</b>

**Quote Sub-total (Non 911 Surcharge Eligible):** **\$11,192.48**

**Quote Grand Total:** **\$260,667.14**

Hardware & 5 years support	<b>\$547,015.93</b>
Hardware only	\$249,474.46
Annual lease cost for Hardware only	<b>\$59,132.34</b>
Vesta Software support & Remote Monitoring for 1 year	\$44,911.25
24x7 warranty service for 1st year	\$12,885.28
Total software spt, remote monitoring, 24x7 service 1st year	<b>\$57,796.53</b>
911 allowable funds per workstation	\$866.96
	12
911 allowable funds per workstation per year	\$10,403.52
Total workstations	17
911 allowable surcharge annually	<b>\$176,859.84</b>
Annual cost for hardware lease and maintenance	<b>\$116,928.87</b>

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: February 4, 2020**

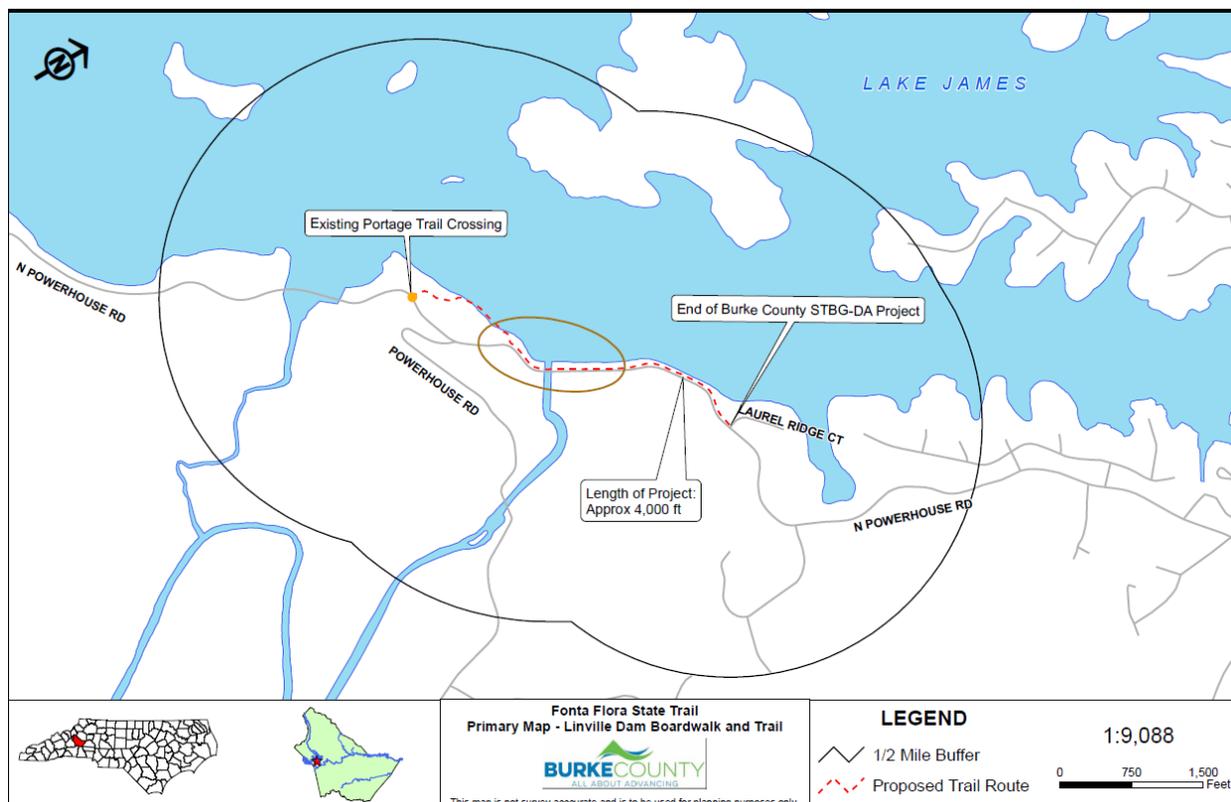


**CONSENT AGENDA**

**Subject Title: Comm. Dev. - Accept STBG-DA Grant Agreement - Linville Dam**

**Presented By: Shane Prisby**

**Summary of Information:** 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.



**Budgetary Effect:** The grant match was approved as part of the FY 20 budget.

**County Manager's Recommendation:** Approval is recommended.

**Suggested Motion:** To approve the STBG-DA grant contract between the North

**Carolina Department of Transportation and Burke County. Further, authorize the County Manager to execute the agreement on behalf of the Board, subject to review and/or revision by the County Attorney.**

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: February 4, 2020**



**CONSENT AGENDA**

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**Subject Title: Finance - County Financial Report for the Period Ending December 31, 2019**

**Presented By: Margaret Pierce**

**Summary of Information:** The County's Finance Director will provide a brief overview of the County's financial status at the pre-agenda meeting for informational purposes only.

**Budgetary Effect:** None.

**County Manager's Recommendation:** Approval is recommended.

**Suggested Motion: To accept the report as presented.**

GENERAL FUND AS OF DECEMBER 31, 2019

PERCENT 5.6.a

RECEIVED /  
EXPENDED

REVENUES:

	BUDGET	ACTUAL	BALANCE	PERCENT
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

3 months reporting

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%
<b>TOTAL</b>	<b>\$15,200,000</b>	<b>3,999,913</b>	<b>\$11,200,087</b>	<b>26.32%</b>

ENTERPRISE FUNDS AS OF DECEMBER 31, 2019

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

Attachment: Budget Report For Board of Commissioners - Dec 31 2019 (2974 : Finance - County Financial Report for the Period Ending Dec. 31,

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: February 4, 2020**



**CONSENT AGENDA**

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**Subject Title: FM - Hazard Mitigation Plan - Resolution**

**Presented By: Mike Willis**

**Summary of Information:** 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 years and will expire January, 2025.

**Budgetary Effect:** None.

**County Manager's Recommendation:** Approval is recommended.

**Suggested Motion: To adopt Resolution No. 2020-02.**

Note: The Plan is too big to include in the agenda packet.

**BURKE COUNTY  
RESOLUTION OF ADOPTION  
UNIFOUR HAZARD MITIGATION PLAN**

WHEREAS, the citizens and property within Burke County are subject to the effects of natural hazards that pose threats to lives and cause damage to property, and with the knowledge and experience that certain areas of the county are particularly vulnerable to flooding, tornadoes, high winds, snow storms, landslides, etc. and

WHEREAS, the County desires to seek ways to mitigate the impact of identified hazard risks; and

WHEREAS, the Legislature of the State of North Carolina has in Part 6, Article 21 of Chapter 143; Parts 3, 5, and 8 of Article 19 of Chapter 160A; and Article 8 of Chapter 160A of the North Carolina General Statutes, delegated to local governmental units the responsibility to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, the Legislature of the State of North Carolina has in Section 1 Part 166A of the North Carolina General Statutes (adopted in Session Law 2001-214 --- Senate Bill 300 effective July 1, 2001), states therein in Item (a) (2) "For a state of disaster proclaimed pursuant to G.S. 166A-6(a) after August 1, 2002, the eligible entity shall have a hazard mitigation plan approved pursuant to the Stafford Act"; and

WHEREAS, Section 322 of the Federal Disaster Mitigation Act of 2000 states that local governments must develop an All-Hazards Mitigation Plan in order to be eligible to receive future Hazard Mitigation Grant Program Funds and other disaster-related assistance funding and that said Plan must be updated and adopted within a five year cycle; and

WHEREAS, Burke County has performed a comprehensive review and evaluation of each section of the previously approved Hazard Mitigation Plan and has updated the said plan as required under regulations at 44 CFR Part 201 and according to guidance issued by the Federal Emergency Management Agency and the North Carolina Division of Emergency Management.

WHEREAS, it is the intent of the Board of Commissioners of Burke County to fulfill this obligation in order that the County will be eligible for federal and state assistance in the event that a state of disaster is declared for a hazard event affecting the County;

NOW, therefore, be it resolved that the Board of Commissioners of Burke County hereby:

1. Adopts the Unifour Hazard Mitigation Plan; and

2. Vests Burke County Emergency Management Office with the responsibility, authority, and the means to:
  - (a) Inform all concerned parties of this action.
  - (b) Cooperate with Federal, State and local agencies and private firms which undertake to study, survey, map and identify floodplain areas, and cooperate with neighboring communities with respect to management of adjoining floodplain areas in order to prevent exacerbation of existing hazard impacts.
3. Appoints the Burke County Emergency Management Office to assure that the Hazard Mitigation Plan is reviewed annually and every five years as specified in the Plan to assure that the Plan is in compliance with all State and Federal regulations and that any needed revisions or amendments to the Plan are developed and presented to the Board of Commissioners of Burke County for consideration.
4. Agrees to take such other official action as may be reasonably necessary to carry out the objectives of the Hazard Mitigation Plan.

Adopted this 18<sup>th</sup> day of February 2020.

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Johnnie W. Carswell, Chairman  
Burke County Board of Commissioners

ATTEST:

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Kay Honeycutt Draughn, CMC, NCMCC  
Clerk to the Board

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: February 4, 2020**



**CONSENT AGENDA**

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**Subject Title: General Services - Discontinue Water/Sewer Payment Drop Box at Avery Ave**

**Presented By: Miles Champion**

**Summary of Information:** 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 through on-line bill-pay service. Staff recommends the last day that the drop box would be used is March 31, 2020. On April 1<sup>st</sup>, 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 it's own drop box and will not be affected by this change.

**Budgetary Effect:** None.

**County Manager's Recommendation:** Approval is recommended.

**Suggested Motion: To discontinue utilization of the outside payment drop-box located on the corner of N. Green Street and Avery Avenue for water and sewer payments, effective March 31, 2020.**

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: February 4, 2020**



**CONSENT AGENDA**

---

**Subject Title: JCPC- Funding Allocation Revision for Raise the Age Expansion Funds**

**Presented By: Rebecca McLeod**

**Summary of Information:** 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										
	<b>TOTALS:</b>	<b>\$266,799</b>	<b>\$230,294</b>	<b>\$36,505</b>	<b>\$2,000</b>	<b>\$3,000</b>	<b>\$73,732</b>	<b>\$18,040</b>	<b>\$22,907</b>	<b>\$386,478</b>

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.

**County Manager's Recommendation:** Approval is recommended.

**Suggested Motion:** To approve the revised Burke County JCPC Funding Allocation Plan as presented.

NC Department of Public Safety  
Division of Adult Correction and Juvenile Justice  
JCPC County Funding Allocation 2019-2020 and 2020-2021

JCPC Funding Allocation: \$4.2 million increase Year 1; \$6.6 million increase Year 2

COUNTY	Current MATCH	Juv Population 10 - 17*	Current Allocation	Increase Year 1	Base Increase + Balance applied per capita	Increase Year 2	Base Increase + Balance applied per capita
Alamance	30%	16943	\$ 330,218	\$ 62,396	\$ 392,614	\$ 100,224	\$ 430,442
Alexander	30%	3859	\$ 112,275	\$ 19,308	\$ 131,583	\$ 27,924	\$ 140,199
Alleghany	20%	997	\$ 57,665	\$ 9,883	\$ 67,548	\$ 12,109	\$ 69,774
Anson	10%	2519	\$ 105,489	\$ 14,896	\$ 120,385	\$ 20,520	\$ 126,009
Ashe	20%	2361	\$ 87,518	\$ 14,375	\$ 101,893	\$ 19,647	\$ 107,165
Avery	30%	1326	\$ 74,596	\$ 10,967	\$ 85,563	\$ 13,927	\$ 88,523
Beaufort	10%	4820	\$ 152,389	\$ 22,473	\$ 174,862	\$ 33,235	\$ 185,624
Bertie	10%	1840	\$ 93,232	\$ 12,659	\$ 105,891	\$ 16,768	\$ 110,000
Bladen	10%	3542	\$ 144,251	\$ 18,264	\$ 162,515	\$ 26,173	\$ 170,424
Brunswick	20%	10704	\$ 176,737	\$ 41,850	\$ 218,587	\$ 65,749	\$ 242,486
Buncombe	30%	23492	\$ 508,064	\$ 83,963	\$ 592,027	\$ 136,413	\$ 644,477
Burke	30%	9081	\$ 230,294	\$ 36,505	\$ 266,799	\$ 56,780	\$ 287,074
Cabarrus	30%	25827	\$ 310,611	\$ 91,653	\$ 402,264	\$ 149,316	\$ 459,927
Caldwell	20%	8322	\$ 211,117	\$ 34,006	\$ 245,123	\$ 52,586	\$ 263,703
Camden	20%	1141	\$ 51,907	\$ 10,358	\$ 62,265	\$ 12,905	\$ 64,812
Carteret	30%	5931	\$ 168,736	\$ 26,132	\$ 194,868	\$ 39,374	\$ 208,110
Caswell	10%	2158	\$ 97,534	\$ 13,707	\$ 111,241	\$ 18,525	\$ 116,059
Catawba	30%	16696	\$ 332,366	\$ 61,583	\$ 393,949	\$ 98,859	\$ 431,225
Chatham	30%	7208	\$ 143,544	\$ 30,337	\$ 173,881	\$ 46,430	\$ 189,974
Cherokee	20%	2488	\$ 85,779	\$ 14,793	\$ 100,572	\$ 20,348	\$ 106,127
Chowan	10%	1376	\$ 75,906	\$ 11,131	\$ 87,037	\$ 14,204	\$ 90,110
Clay	20%	1014	\$ 52,051	\$ 9,939	\$ 61,990	\$ 12,203	\$ 64,254
Cleveland	20%	10040	\$ 277,984	\$ 39,663	\$ 317,647	\$ 62,079	\$ 340,063
Columbus	10%	5816	\$ 198,917	\$ 25,753	\$ 224,670	\$ 38,738	\$ 237,655
Craven	20%	10707	\$ 254,570	\$ 41,860	\$ 296,430	\$ 65,765	\$ 320,335
Cumberland	20%	35141	\$ 918,508	\$ 122,325	\$ 1,040,833	\$ 200,783	\$ 1,119,291
Currituck	30%	2815	\$ 81,830	\$ 15,870	\$ 97,700	\$ 22,155	\$ 103,985
Dare	30%	3264	\$ 88,429	\$ 17,349	\$ 105,778	\$ 24,636	\$ 113,065
Davidson	30%	17788	\$ 390,671	\$ 65,179	\$ 455,850	\$ 104,894	\$ 495,565
Davie	30%	4448	\$ 109,880	\$ 21,248	\$ 131,128	\$ 31,179	\$ 141,059
Duplin	10%	6679	\$ 169,150	\$ 28,595	\$ 197,745	\$ 43,507	\$ 212,657
Durham	30%	28563	\$ 536,666	\$ 100,663	\$ 637,329	\$ 164,434	\$ 701,100
Edgecombe	10%	5831	\$ 216,301	\$ 25,802	\$ 242,103	\$ 38,821	\$ 255,122
Forsyth	30%	40020	\$ 713,108	\$ 138,393	\$ 851,501	\$ 227,744	\$ 940,852
Franklin	10%	7317	\$ 136,991	\$ 30,696	\$ 167,687	\$ 47,033	\$ 184,024
Gaston	20%	23461	\$ 530,721	\$ 83,861	\$ 614,582	\$ 136,242	\$ 666,963
Gates	20%	1172	\$ 61,299	\$ 10,460	\$ 71,759	\$ 13,076	\$ 74,375
Graham	10%	904	\$ 55,463	\$ 9,577	\$ 65,040	\$ 11,595	\$ 67,058
Granville	20%	5920	\$ 141,524	\$ 26,096	\$ 167,620	\$ 39,313	\$ 180,837
Greene	10%	2215	\$ 80,688	\$ 13,894	\$ 94,582	\$ 18,840	\$ 99,528
Guilford	30%	53422	\$ 987,774	\$ 182,528	\$ 1,170,302	\$ 301,801	\$ 1,289,575
Halifax	10%	5323	\$ 207,002	\$ 24,130	\$ 231,132	\$ 36,014	\$ 243,016
Harnett	10%	16180	\$ 224,037	\$ 59,884	\$ 283,921	\$ 96,008	\$ 320,045
Haywood	20%	5398	\$ 145,992	\$ 24,377	\$ 170,369	\$ 36,428	\$ 182,420
Henderson	30%	10900	\$ 199,188	\$ 42,496	\$ 241,684	\$ 66,832	\$ 266,020
Hertford	10%	2292	\$ 107,471	\$ 14,148	\$ 121,619	\$ 19,265	\$ 126,736
Hoke	10%	6908	\$ 120,529	\$ 29,349	\$ 149,878	\$ 44,773	\$ 165,302
Hyde	10%	463	\$ 49,898	\$ 8,125	\$ 58,023	\$ 9,159	\$ 59,057
Iredell	30%	20318	\$ 286,796	\$ 73,511	\$ 360,307	\$ 118,874	\$ 405,670
Jackson	20%	3427	\$ 102,902	\$ 17,886	\$ 120,788	\$ 25,537	\$ 128,439
Johnston	20%	24530	\$ 251,231	\$ 87,382	\$ 338,613	\$ 142,149	\$ 393,380
Jones	20%	966	\$ 86,595	\$ 9,781	\$ 96,376	\$ 11,938	\$ 98,533
Lee	30%	6644	\$ 161,771	\$ 28,480	\$ 190,251	\$ 43,314	\$ 205,085
Lenoir	10%	6155	\$ 206,571	\$ 26,869	\$ 233,440	\$ 40,612	\$ 247,183
Lincoln	30%	8836	\$ 164,923	\$ 35,698	\$ 200,621	\$ 55,426	\$ 220,349

Attachment: NCDPS Funding Allocation 2019-2020 and 2020-2021 (2952 : JCPC- Funding Allocation Revision for Raise the Age Expansion

NC Department of Public Safety  
Division of Adult Correction and Juvenile Justice  
JCPC County Funding Allocation 2019-2020 and 2020-2021

JCPC Funding Allocation: \$4.2 million increase Year 1; \$6.6 million increase Year 2

COUNTY	Current MATCH	Juv Population 10 - 17*	Current Allocation	Increase Year 1	Base Increase + Balance applied per capita	Increase Year 2	Base Increase + Balance applied per capita
Macon	30%	3113	\$ 89,324	\$ 16,852	\$ 106,176	\$ 23,802	\$ 113,126
Madison	20%	2005	\$ 78,786	\$ 13,203	\$ 91,989	\$ 17,679	\$ 96,465
Martin	20%	2330	\$ 114,943	\$ 14,273	\$ 129,216	\$ 19,475	\$ 134,418
McDowell	20%	4454	\$ 129,005	\$ 21,268	\$ 150,273	\$ 31,212	\$ 160,217
Mecklenburg	30%	113907	\$ 1,415,682	\$ 381,715	\$ 1,797,397	\$ 636,031	\$ 2,051,713
Mitchell	20%	1288	\$ 70,417	\$ 10,842	\$ 81,259	\$ 13,717	\$ 84,134
Montgomery	20%	2993	\$ 99,288	\$ 16,456	\$ 115,744	\$ 23,139	\$ 122,427
Moore	30%	9676	\$ 181,745	\$ 38,465	\$ 220,210	\$ 60,068	\$ 241,813
Nash	20%	9858	\$ 240,814	\$ 39,064	\$ 279,878	\$ 61,074	\$ 301,888
New Hanover	20%	19513	\$ 433,344	\$ 70,860	\$ 504,204	\$ 114,426	\$ 547,770
Northampton	10%	1900	\$ 94,114	\$ 12,857	\$ 106,971	\$ 17,099	\$ 111,213
Onslow	30%	17884	\$ 426,556	\$ 65,495	\$ 492,051	\$ 105,424	\$ 531,980
Orange	30%	13530	\$ 277,731	\$ 51,157	\$ 328,888	\$ 81,365	\$ 359,096
Pamlico	10%	1046	\$ 64,880	\$ 10,045	\$ 74,925	\$ 12,380	\$ 77,260
Pasquotank	10%	4109	\$ 132,974	\$ 20,132	\$ 153,106	\$ 29,306	\$ 162,280
Pender	10%	6111	\$ 113,591	\$ 26,725	\$ 140,316	\$ 40,368	\$ 153,959
Perquimans	10%	1217	\$ 64,160	\$ 10,608	\$ 74,768	\$ 13,325	\$ 77,485
Person	20%	4017	\$ 123,213	\$ 19,829	\$ 143,042	\$ 28,797	\$ 152,010
Pitt	20%	17023	\$ 329,484	\$ 62,660	\$ 392,144	\$ 100,666	\$ 430,150
Polk	20%	1813	\$ 66,786	\$ 12,571	\$ 79,357	\$ 16,618	\$ 83,404
Randolph	30%	15620	\$ 319,622	\$ 58,039	\$ 377,661	\$ 92,914	\$ 412,536
Richmond	20%	4868	\$ 159,884	\$ 22,631	\$ 182,515	\$ 33,500	\$ 193,384
Robeson	10%	14828	\$ 426,621	\$ 55,431	\$ 482,052	\$ 88,537	\$ 515,158
Rockingham	20%	9100	\$ 266,025	\$ 36,568	\$ 302,593	\$ 56,885	\$ 322,910
Rowan	30%	15254	\$ 322,700	\$ 56,834	\$ 379,534	\$ 90,891	\$ 413,591
Rutherford	20%	6762	\$ 181,268	\$ 28,868	\$ 210,136	\$ 43,966	\$ 225,234
Sampson	10%	7261	\$ 168,092	\$ 30,512	\$ 198,604	\$ 46,723	\$ 214,815
Scotland	10%	3770	\$ 152,332	\$ 19,015	\$ 171,347	\$ 27,432	\$ 179,764
Stanly	30%	6273	\$ 174,070	\$ 27,258	\$ 201,328	\$ 41,264	\$ 215,334
Stokes	30%	4399	\$ 136,010	\$ 21,087	\$ 157,097	\$ 30,908	\$ 166,918
Surry	20%	7319	\$ 194,574	\$ 30,703	\$ 225,277	\$ 47,044	\$ 241,618
Swain	10%	1519	\$ 65,395	\$ 11,602	\$ 76,997	\$ 14,994	\$ 80,389
Transylvania	30%	2739	\$ 104,212	\$ 15,620	\$ 119,832	\$ 21,735	\$ 125,947
Tyrrell	10%	337	\$ 46,894	\$ 7,710	\$ 54,604	\$ 8,462	\$ 55,356
Union	30%	31730	\$ 294,504	\$ 111,092	\$ 405,596	\$ 181,935	\$ 476,439
Vance	10%	5001	\$ 160,352	\$ 23,069	\$ 183,421	\$ 34,235	\$ 194,587
Wake	30%	121506	\$ 1,171,637	\$ 406,740	\$ 1,578,377	\$ 678,022	\$ 1,849,659
Warren	10%	1784	\$ 81,719	\$ 12,475	\$ 94,194	\$ 16,458	\$ 98,177
Washington	10%	1267	\$ 75,339	\$ 10,772	\$ 86,111	\$ 13,601	\$ 88,940
Watauga	30%	3310	\$ 114,285	\$ 17,500	\$ 131,785	\$ 24,891	\$ 139,176
Wayne	20%	13661	\$ 337,366	\$ 51,588	\$ 388,954	\$ 82,088	\$ 419,454
Wilkes	20%	7125	\$ 191,460	\$ 30,064	\$ 221,524	\$ 45,972	\$ 237,432
Wilson	10%	8781	\$ 238,224	\$ 35,517	\$ 273,741	\$ 55,122	\$ 293,346
Yadkin	20%	3803	\$ 114,105	\$ 19,124	\$ 133,229	\$ 27,615	\$ 141,720
Yancey	20%	1639	\$ 73,048	\$ 11,998	\$ 85,046	\$ 15,657	\$ 88,705
<b>TOTALS</b>		<b>1074951</b>	<b>\$ 21,984,234</b>	<b>\$ 4,200,000</b>	<b>\$ 26,184,234</b>	<b>\$ 6,600,000</b>	<b>\$ 28,584,234</b>

\*State demographer's web-site



# North Carolina Department of Public Safety

## Juvenile Justice

Roy Cooper, Governor  
Erik A. Hooks, Secretary

Timothy D. Moose, Chief Deputy Secretary  
William L. Lassiter, Deputy Secretary

### MEMORANDUM

**TO:** County Commission Board Chairpersons  
Juvenile Crime Prevention Council Chairpersons  
North Carolina County Finance Officers  
North Carolina County Managers

**FROM:** William L. Lassiter, Deputy Secretary Juvenile Justice

**CC:** Cindy Porterfield, Director, Juvenile Community Programs  
Pam Stokes, Central & Eastern Area Lead JCPC Consultant  
June Ward, Western & Piedmont Area Lead JCPC Consultant  
JCPC Area Consultants and Area Program Assistants  
Pam Hoggard, JCPC Statewide Program Assistant

**RE:** FY 2019-20 JCPC Allocations Expansion

**Date:** October 14, 2019

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 juvenile justice system instead of being charged as adults. Since the passage of this legislation, the Department of Public Safety, Juvenile Justice Section and the Juvenile Jurisdiction Advisory Committee have been planning for this historic change to the juvenile justice system and made budget recommendations to the Governor and the General Assembly earlier this year.

Both the Governor and the General Assembly made significant investments to implementing Raise the Age in their budgets and now that Governor has signed a Raise the Age budget, I am pleased to announce that Juvenile Crime Prevention Council county allocations will receive expansion dollars to address programming needs—a total of \$4.2M (recurring) for FY2019-20 and \$6.6M (recurring) for FY2020-21.

Please find the attached table that defines each county's JCPC allocation increase that includes the following changes:

- An allocation base increase by \$6,600 for all counties, the \$31,500 base will increase to \$38,100; and
- An additional county allocation increase based upon a county's youth population between ages 10 -17 years old.

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Since these dollars will be coming late in the fiscal year, the Department will *waive the county match requirement* for the county *JCPC expansion dollars awarded to programs during year 1, FY2019-20*. (DJJ Expansion funds awarded to programs will be identified within NCALLIES Program Agreement application as “DJJ Expansion” sources of revenue). Please be mindful, however, that if Year 1 JCPC expansion dollars are used by programs to support capital purchases, a cash match will still be required at the percentage level as assigned (10%, 20% or 30%). Your Area Consultant will work closely with your JCPC and providers to ensure that information is accurately entered into the system.

Lastly, the goal of the Raise the Age legislation is to prevent young people from entering the criminal justice system and also prevent juveniles from reoffending. For this reason, the Department will ensure equal *access* to Teen Court or similar restorative justice diversion models for *all* counties. These programs are designed for early intervention and may serve to provide the needed resources to support the development and implementation of local School Justice Partnerships as set forth in the 2017 Juvenile Justice Reinvestment Act. *This memorandum provides an administrative directive that all county Juvenile Crime Prevention Councils shall ensure access to Teen Court or similar restorative justice diversion models. Access to these program models shall be established within the two-year biennium budget period (by June 30, 2021). JCPCs shall indicate completion of this action within the JCPC county plan.*

Thank you for your continued support during this time of system reform in North Carolina’s juvenile justice system. This reform will create beneficial opportunities for North Carolina’s youth to become productive citizens of our state.



# North Carolina Department of Public Safety

## Adult Correction and Juvenile Justice-Juvenile Community Programs

Roy Cooper, Governor  
Erik A. Hooks, Secretary

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

### ADMINISTRATIVE MEMORANDUM

**To:** JCPC-funded Program Managers  
Juvenile Community Programs Staff

**From:** Cindy Porterfield, Director of Juvenile Community Programs *CP*

**Date:** December 4, 2019

**CC:** JCPC Chairpersons  
William Lassiter, Deputy Secretary Juvenile Justice

It is hard to believe that we are three days into Raising the Juvenile Age of Jurisdiction in North Carolina! We are grateful to our committed partners as we move forward with providing intervention programming opportunities that will further reduce the likelihood of juveniles entering the adult criminal justice system and programming to prevent North Carolina's youth from entering or further penetrating the juvenile justice system. In response to legislation which raises the age limit of clients we may serve, and School Justice Partnerships to promote diversion from Juvenile Justice, we send this Administrative Memorandum to provide guidance to Community Programs staff and programs funded through the Community Programs section funding streams (JCPC, state-funded contracts) and to authorize certain program operations based on legislation tied to Raise the Age. Further, this memorandum details allowable exceptions to certain JCPC policies related to client age parameters, referral sources, and allows for more than one referral to Teen Court.

The Juvenile Community Programs Section has been working to provide policy updates to guide programming operations, particularly related to serving our older youth population. Currently, the Section is awaiting approval of proposed policy changes, changes that were incorporated into JCPC policy based on our on-going dialogue and feedback from our community partners. Revised policy will be distributed, and formalized training will occur upon approval of proposed Section policy changes. In the interim, this Administrative Memorandum addresses changes to the policy areas impacted by Rta legislation.

### All Funded Juvenile Community Programs - Age Limitations

The Juvenile Justice Reinvestment Act (JJRA), Raise the Age, established new age limits on juvenile court jurisdiction for juveniles adjudicated delinquent for offenses committed at age 16 and 17—for adjudicated juveniles who commit offenses at age 16, juvenile jurisdiction may be retained until the juvenile turns 19; for adjudicated juveniles who commit offenses at age 17, juvenile jurisdiction may be retained until the juvenile reaches the age of 20. While our policy has continued to read that programs may serve adjudicated juveniles while under juvenile court supervision, funded programs may need to adjust internal policy accordingly, modifying client age parameters, and addressing self-consent to participate in services if a youth is age 18 or older.

Programs may admit and serve clients that are 18 years of age, under the following conditions:

- a. Not under court supervision, and referred by SRO/School, as a diversion from Juvenile or Adult Court, or as part of School Justice Partnership, as long as the client is still attending school and consents to participate
- b. On probation or otherwise under supervision of Juvenile Court Service

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- c. Post Release Supervision juveniles may be served as long as the juvenile is under juvenile court jurisdiction

### Restorative Justice Programs

All Restorative Justice Programs (Restitution/Community Service, Mediation, Teen Court) may receive referrals from SROs, other law enforcement/schools as part of the local School Justice Partnership planning efforts. We encourage Restorative Justice Programs to engage with School Justice Partnerships to help build local awareness of program capacity and appropriate referrals.

a. **Restitution/Community Service Programs**

- Will continue to receive referrals for “community service” only (no cash restitution) from Juvenile Court as before as part of a plan or contract
- May accept referrals from Teen Court and/or Mediation programs that do not provide restitution/community service options within their organizations. If the Restitution Program has the capacity to do so, the funded Restitution program may assist with monetary restitution or community service to support a Teen Court sanction, or a Mediation Agreement
- Any referral for Restitution/Community Service is to be guided by the attached **Addendum** which includes a chart from proposed JCPC Policy to guide amounts of community service/restitution

- b. **Teen Court Programs** - Youth may be referred more than once to Teen Court programs based on legislation passed in 2019, (G.S. 7B-1706(c)). No limit has been established; therefore, programs should consider the individual need presented and strive to serve in the best interest of the juvenile, asking “Is teen court still the right service for this youth at this time?”

- c. **Teen Court and Mediation** programs may refer to restitution programs for monetary restitution (internally or external to their own program operations), or for community service opportunities to support Teen Court Sanctions and/or Mediation Agreements.

Thank you for your continued partnership with Juvenile Community Programs. We are excited that, through local partnership, our Juvenile Justice system will now offer greater opportunities to promote better outcomes for more of North Carolina’s youth.

**Addendum to ADMINISTRATIVE MEMORANDUM** (December 4, 2019 from Director Cindy Porterfield)

## A. Monetary Restitution and Community Service Parameters

## 1. Juvenile Court Referred:

- (a) Restitution totals and community service hours shall reflect the dispositional chart recommendation that designates the appropriate restitution and community service for Level I or Level II. Court Counselor staff will make the determination of the level for each juvenile referred by applying the dispositional chart and indicating that level on the referral form. This chart shall be referenced to determine the appropriate recommendation to the Court or to respond to a recommendation from the supervising Court Counselor for community service and/or restitution.

<b>LEVEL I COMMUNITY</b>	<b>LEVEL II INTERMEDIATE</b>
<ul style="list-style-type: none"> <li>• Community service up to 100 hours</li> <li>• Restitution up to \$500.00</li> </ul>	<ul style="list-style-type: none"> <li>• Community service between 100-200 hours</li> <li>• Restitution more than \$500.00</li> </ul>

## B. Juvenile Court Diverted, Teen Court and Law Enforcement Referred

1. Community Service: Shall not exceed 20 hours of community service; and
2. Restitution: Shall not exceed \$200. These totals should not restrict or dictate the decision for a juvenile to be referred if a monetary loss exceeds this amount.

*NOTE: Law Enforcement referrals shall only be for community service hours.*

<b>Teen Court and Law Enforcement Referrals</b>	<b>Juvenile Court Diverted Referrals</b>
<ul style="list-style-type: none"> <li>• Community service up to 20 hours</li> <li>• Restitution up to \$200.00 (Applies only to Teen Court Programs)</li> </ul>	<ul style="list-style-type: none"> <li>• Community service up to 20 hours</li> <li>• Restitution up to \$200.00</li> </ul>

*NOTE: Totals that exceed the restitution amounts may be addressed between the parent(s)/legal guardian(s) and the victim(s).*

Also part of the revised policy:

Community Service Worksites: Eligible worksites include State, Federal, City, County Government, non-profit agencies and/or other worksites deemed appropriate for the benefit of the juvenile and the general community.

*This is an excerpt from proposed revised JCPC policy which is pending final review and approval. This information is intended to guide programs in combination with the Administrative Memorandum dated December 4, 2019.*

## Burke County NC DPS - Community Programs - County Funding Plan

Available JCPC Funds: \$ 230,294  
 Raise the Age Expansion Funds: \$ 36,505

Local Match: \$ 78,732 Rate: 30%

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							\$14,7
2	Burke Recovery	\$25,663	\$25,663		\$2,000		\$5,768	\$9,691		\$43,1
3	Conflict Resolution Center	\$19,018	\$19,018				\$7,512			\$26,5
4	Kids at Work	\$52,111	\$37,540	\$14,571			\$11,544			\$63,6
5	Project Challenge	\$63,341	\$63,341				\$19,002			\$82,3
6	Repay Just Girls	\$11,467	\$11,467			\$3,000	\$8,410	\$8,349	\$11,000	\$42,2
7	Repay Psychological Services	\$24,055	\$24,055				\$8,936			\$32,9
8	Repay SAIS	\$40,917	\$34,500	\$6,417			\$12,560		\$11,907	\$65,3
9	Conflict Resolution Center - Sentencing Circles	\$15,517		\$15,517						\$15,5
10										
11										
12										
13										
14										
15										
16										
17										
18										
<b>TOTALS:</b>		<b>\$266,799</b>	<b>\$230,294</b>	<b>\$36,505</b>	<b>\$2,000</b>	<b>\$3,000</b>	<b>\$73,732</b>	<b>\$18,040</b>	<b>\$22,907</b>	<b>\$386,4</b>

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 \_\_\_\_\_

Amount of Unallocated RtA Expansion Funds \_\_\_\_\_

Amount of funds reverted back to DPS \_\_\_\_\_

Discretionary Funds added \_\_\_\_\_

Check type:  Initial plan  Update  Final

\_\_\_\_\_  
 Chairperson, Juvenile Crime Prevention Council (Date)

\_\_\_\_\_  
 Chairperson, Board of County Commissioners or County Finance Officer (Date)

----DPS Use Only----

Reviewed by \_\_\_\_\_  
Area Consultant \_\_\_\_\_  
Date

Reviewed by \_\_\_\_\_  
Program Assistant \_\_\_\_\_  
Date

Verified by \_\_\_\_\_  
Designated State Office Staff \_\_\_\_\_  
Date

Attachment: Copy of MW Burke County Funding Plan With Raise the Age Expansion FY 19-20 (2952 : JCPC- Funding Allocation Revision for

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: February 4, 2020**



**CONSENT AGENDA**

---

**Subject Title:** JCPC- Funding Policy Revision

**Presented By:** Rebecca McLeod

**Summary of Information:** The Burke JCPC at their November 13, 2019 meeting voted on three (3) policy item changes to be submitted to the Burke County Commissioners for approval. Those changes are highlighted on the “track” version of the following document.

**Budgetary Effect:** None.

**County Manager’s Recommendation:** Approval is recommended.

**Suggested Motion:** To approve the Burke County JCPC Funding Policy revision as presented.

Policy for Review and Funding of Burke JCPC Applications

[October 20, 2015](#)

[February 18, 2020](#)

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1. Purpose: Juvenile Crime Prevention Council (JCPC) funds are used to provide community based services for youth who are defined by the Division of Juvenile Justice (DACJJ) as delinquent, undisciplined, or youth at risk. Funding priority is given to those programs meeting the dispositional needs of juvenile court and the priorities established by the Burke Juvenile Crime Prevention Council as identified in the planning process and advertised in the annual request for proposals.

2. Applicant Requirements: Programs providing treatment or intervention services must meet the eligibility requirements for youth to be served as established by the DACJJ. Program staff members are also expected to work with JCPC members and DACJJ staff to develop programs that utilize acknowledged "best practices" for at risk and court involved youth. Programs must have a Standardized Program Evaluation Protocol (SPEP) service type or be an "evidence based" model.

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

4. Exclusions: An application will be excluded from consideration for funding due to any of the following reasons: a. Late submission (after the RFP published deadline date) b. Incomplete information (including any documents or information listed on the RFP)

A log will be maintained listing all agencies intending to apply and those agencies turning applications in by the due date.

5. Additional Round of Proposals: The JCPC may choose to request additional rounds of proposals if all funds have not been awarded or if funds have been reserved to be utilized in specific priority areas not covered by prior applications received.

6. Application Orientation: Annually and at the beginning of the request for proposals time frame, a bidder's conference will be held. New applicants are required to attend. A new applicant is defined as any agency that is not funded by the JCPC at the time the RFP is distributed.

Applications must be complete including all narrative and budget information required on the DACJJ NCALLIES web site forms. The Area Consultant can provide technical assistance to the JCPC by offering an Applicant Orientation which provides detailed instructions on completing the application as well an introduction to JCPC and the legislative intent of their development. The JCPC may require, strongly recommend, or offer the Orientation to applicants.

Page 8 of 9

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.

Attachment: Funding Policy revision (2965 : JCPC- Funding Policy Revision)

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.

8. Presentation: All agencies whose applications meet the program requirements will be given an opportunity to present their proposal to the Finance Committee or the JCPC. The JCPC/Finance Committee may establish the format for the presentation (i.e. time limit, content they wish to see covered).

9. Criteria: The JCPC will review the applications and Finance Committee recommendations, and award funding based on priority needs, quality of services, and cost per unit (of same-type projects).

10. Conflict of Interest: In order to avoid conflict of interest, any JCPC member who is also a service provider is requested not to speak of other applications submitted in their area of service delivery and to refrain from voting on proposals in that area.

11. Award Notification Procedures: Agencies will be notified of funding recommendations and decisions in the following steps:

(a) Finance Committee recommendation will be sent to the program via e-mail. The notification will include the date, time and location of the JCPC meeting when the Finance Committee will present their recommendation. All programs are required to attend. NOTE: Within 72 hours of notification of the Finance Committee's funding plan, programs must submit written notification to the Finance Chair and JCPC Chair, that the recommended funding plan will significantly impact staffing and/ or programming as originally submitted.

(b) The JCPC vote, either accepting or not accepting the Finance Committee recommendation will be sent via email to each program manager. That correspondence will include the tentative date that the JCPC funding plan recommendation will be presented to the Burke County Board of Commissioners.

(c) The Burke County Board of Commissioners must approve the JCPC funding plan. Their decision will be announced at the following Council meeting.

12. Grievance: If a program has a grievance resulting from a Finance Committee action they must: submit a written or e-mail statement to the Finance Chair and JCPC Chair; the grievance must be given within 72 hours of receiving the Finance Committee's notice of the allocation decision to be presented to the JCPC; the grievance must state specifically the Funding Policy element which they believe to have been disregarded. If subsequent action is not satisfactory, the grievance may be taken to the DACJ Area Consultant. Notice of the grievance will be given to the County Manager and County Attorney within 48 hours of its receipt by the JCPC Chair.

Page 9 of 9

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.

Policies Approved by Burke County JCPC: August 14, 2013  
Approved by the Burke County Board of Commissioners: September 17, 2013  
Amended by the Burke County JCPC: September 10, 2014  
Approved by the Burke County Board of Commissioners: October 21, 2014  
Amended by the Burke County JCPC: September 9, 2015  
Approved by the Burke County Board of Commissioners: October 20, 2015

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**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: February 4, 2020**



**CONSENT AGENDA**

**Subject Title: Tax Dept. - Tax Collection Report for January 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 January 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.

<b>Category</b>	<b>Tax Levy</b>	<b>Amount Collected YTD</b>	<b>Balance to Collect</b>	<b>% Collected</b>
Property Tax	\$44,815,217.00	\$	\$	%

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.

<b>Category</b>	<b>Annual Budget</b>	<b>Amount Collected YTD</b>	<b>Balance to Collect</b>	<b>% Collected</b>
Current Year Taxes	\$48,070,000.00	\$	\$	%
Delinquent Taxes	\$650,000.00	\$	\$	%
Late List Penalty	\$250,000.00	\$	\$	%

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

<b>Category</b>	<b>Annual Budget</b>	<b>Amount Collected YTD</b>	<b>Balance to Collect</b>	<b>% Collected</b>
Property Tax	\$43,470,000.00	\$	\$	%
Motor Vehicle Tax	\$4,600,000.00	\$	\$	%

**Budgetary Effect:** None.

**County Manager's Recommendation:** Approval is recommended.

**Suggested Motion:** To accept the Tax Collection Report for January 2020 as presented.

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: February 4, 2020**



**CONSENT AGENDA**

**Subject Title: Tax Dept. - Release Refund Report for January 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.

<b>Tax System Refunds and Releases</b>				
	<b>Report Amount</b>	<b>Rebilled Amount</b>	<b>Net Release</b>	<b>Refund Amount</b>
Releases (TR-304)	\$	\$	\$	\$

<b>VTS Refunds Over \$100</b>	
	<b>Refund Amount</b>
VTS Adjustments	\$

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

**Budgetary Effect:** None.

**County Manager's Recommendation:** Approval is recommended.

**Suggested Motion:** To approve the Tax Releases and Refunds for January 2020 as presented.

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: February 4, 2020**



**CONSENT AGENDA**

**Subject Title: Tax Dept. - Order to Advertise 2019 Delinquent Real Property Taxes**

**Presented By: Danny Isenhour**

**Summary of Information:** 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	\$	\$	\$	\$

Category	Annual Budget	Amount Collected YTD	Balance to Collect	% Collected
Current Year Taxes	\$48,070,000.00	\$	\$	%
Delinquent Taxes	\$650,000.00	\$	\$	%
Late List Penalty	\$250,000.00	\$	\$	%

Category	Annual Budget	Amount Collected YTD	Balance to Collect	% Collected
Property Tax	\$43,470,000.00	\$	\$	%
Motor Vehicle Tax	\$4,600,000.00	\$	\$	%

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.

**Budgetary Effect:** None.

**County Manager's Recommendation:** Approval is recommended.

**Suggested Motion:** To approve the 2019 Order to Advertise Tax Liens.

**ORDER OF THE BURKE COUNTY BOARD OF COMMISSIONERS  
IN ACCORDANCE WITH NCGS 105-369**

State of North Carolina  
County of Burke

To: Daniel K. Isenhour, Tax Administrator of Burke County

You are hereby authorized, empowered and commanded to advertise tax liens on real property for failure to pay 2019 property taxes. You shall advertise said liens by publishing each lien in the local newspaper having general circulation in Burke County. Advertisement of the liens shall be made on Sunday, March 15, 2020.

This order shall be full and sufficient authority to direct, require, and enable you to advertise said tax liens in accordance with North Carolina General Statute 105-369.

Witness my hand and official seal, this the 18<sup>th</sup> day of February 2020.

\_\_\_\_\_  
Johnnie W. Carswell  
Chairman, Board of Commissioners

Attest:

\_\_\_\_\_  
Kay Honeycutt Draughn, CMC, NCMCC  
Clerk to the Board of Commissioners

Attachment: Order to Advertise (2955 : Tax - Order to Advertise 2019 Delinquent Real Property Taxes)

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: February 4, 2020**



**ITEMS FOR DECISION**

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**Subject Title: BOC - Resolution Declaring Burke County, North Carolina A Constitutional Rights Protected County**

**Presented By: Johnnie W. Carswell**

**Summary of Information:** The following resolution declares Burke County as a constitutional rights protected county.

**Budgetary Effect:** None.

**County Manager's Recommendation:** Approval is recommended.

**Suggested Motion: To adopt Resolution No. 2020-01.**

**Burke County  
North Carolina**

**Resolution Declaring Burke County North Carolina  
A Constitutional Rights Protected County**

**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."

Adopted this 18<sup>th</sup> day of February 2020.

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Johnnie W. Carswell, Chairman  
Burke County Board of Commissioners

ATTEST:

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Kay Honeycutt Draughn, CMC, NCMCC  
Clerk to the Board

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: February 4, 2020**



**ITEMS FOR DECISION**

**Subject Title: Co. Mgr. - Education Benefit for Detention Officers**

**Presented By: Bryan Steen**

**Summary of Information:** 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.

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.

**Budgetary Effect:** Little to no impact on the FY 19-20 budget.

**County Manager's Recommendation:** Approval is recommended.

**Suggested Motion:** Effective March 1, 2020 current and future detention officers shall be eligible to receive a one and one-half percent (1.5%) increase in pay for attainment of an intermediate detention officer certification and an additional one and one-half percent (1.5%) for attainment of an advanced detention officer certification.

Effective March 1, 2020 current and future detention officers shall be eligible to receive a \$500 increase in pay for possession of an associate's degree, or \$1,000 for a bachelor's degree, or \$1,500 for a master's degree. To be eligible for the pay increase, the degree must be in a law enforcement / detention officer related field.

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: February 4, 2020**



**ITEMS FOR DECISION**

---

**Subject Title: Clerk - Appointment/Removal to Burke Co. Planning Board**

**Presented By: Kay Draughn**

**Summary of Information:** 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.

**Budgetary Effect:** None.

**County Manager's Recommendation:** Approval is recommended.

**Suggested Motion: To remove Robert Love from the Burke County Planning Board and thank him for his service to the community.**

**To appoint \_\_\_\_\_ (Joyce Counihan or Sara Chester) to the Burke County Planning Board, Seat No. 4, west, to complete an unexpired term ending September 30, 2021.**

Burke County Planning Board  
7-Members  
3-Year Terms, 2 Term Limit  
Section 1704 of the Burke Co. Zoning Ordinance

Seat No.	Position	Name-Address		Term
1	East	William Tunstill 4177 Oakmont Lane Hickory, NC 28602	A	9/18/2018
			R	
			R	
			TE	9/30/2021
2	East	Michael Cultera	A	9/17/2019
			R	
			TE	9/30/2022
3	East	Gary Kling 5504 Mineral Springs Mtn Ave Valdese NC 28690	A	6/19/2018
			TE	9/30/2020
4	West	Robert Love	A-UT	9/17/2019
			R	
			TE	9/30/2021
5	West	Dorian Palmer	A	10/15/2019
			R	
			TE	9/30/2022
6	West	Richard Evey 4150 Trim Tree Drive Morganton, NC 28680	A	8/21/2018
			R	9/18/2018
			TE	9/30/2021
7	East Alternating Position		A	
			TE	

Attachment: PB Roster (2944 : Clerk - Appointment/Removal to Burke Co. Planning Board)

Thru 9-30-2020 East

A=Appointment  
R=Reappointment  
A-UT=Appointed to Complete Unexpired Term  
TE=Term Expires

Attachment: PB Roster (2944 : Clerk - Appointment/Removal to Burke Co. Planning Board)



**BURKE COUNTY  
APPOINTMENT APPLICATION  
BOARDS AND COMMITTEES**

Name: Joyce M Counihan Date: Oct 31, 2019

Address: 108 S Anderson St

City: Morganton State: NC Zip: 28655

Telephone: Home: 828 448 1347 Business: \_\_\_\_\_

Cell: 828 448 1347 Email: joyce.counihan@gmail.com

Occupation: educator

Retired from: NCSU & educational consulting at CPS Baobab Inc

How did you hear about this opportunity? past planning board member

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

If so, please identify the board or committee: NA

Community interest and activities:

born & raised here and raised my 3 children here.

Past member of Planning Board, Rotary Club of Morganton, Rotary Club of Burke Sunrise , Salvation Army board,

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. planning
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?

Past experience with Planning Board. Particular interest  
in the growth and development of the county.

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

To serve as a mindful citizen aware of the potential of this county and its citizenry.

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 conflict of interest

Remarks: \_\_\_\_\_

(OPTIONAL)

Signature: Joyce M Counihan  
(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](mailto:kay.draughn@burkenc.org)  
Phone: 828-764-9354 Fax: 828-764-9352

Attachment: Joyce Counihan Application (2944 : Clerk - Appointment/Removal to Burke Co. Planning Board)

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: February 4, 2020**



**REPORTS**

---

**Subject Title: County Manager - 2019 Summary of Accomplishments (Place Holder)**

**Presented By: Bryan Steen**

**Summary of Information:** A report on the County's accomplishments for 2019 will be reviewed at the regular meeting.

**Budgetary Effect:** None.

**County Manager's Recommendation:** Approval is recommended.

**Suggested Motion:** To accept the 2019 Summary of Accomplishments report as presented.