



1. Agenda Outline

Documents:

[2020 03 17 BOC REGULAR MEETING AGENDA OUTLINE.PDF](#)

2. Agenda Full Version

Documents:

[2020 03 17 BOC REGULAR MEETING 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.

**1. CALL TO ORDER**

**2. INVOCATION**

Jeff Lovitt, Morganton Church of Christ

**3. PLEDGE OF ALLEGIANCE**

Oak Hill Elementary  
Shanda Epley, Principal

**4. APPROVAL OF AGENDA**

**5. APPROVAL OF MEETING MINUTES**

- August 20, 2019 Regular Meeting
- September 3, 2019 Pre-Agenda Meeting

**6. PRESENTATIONS**

1. AS - Pet of the Month - Presented by Kaitlin Settlemeyre, Animal Services Director
2. Finance - Presentation of FY 18-19 Audit - Presented by Scott Cook, Deputy Finance Director and Representatives from Lowdermilk Church & Co., LLP

**7. SCHEDULED PUBLIC HEARINGS**

**8. INFORMAL PUBLIC COMMENTS**

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

**9. CONSENT AGENDA**

1. BOC - Proclamation Declaring Youth in Government Day
2. Clerk - NCDOT Secondary Roads Resolution
3. Clerk - Board of Health Removal & Appointment **Revised**
4. Clerk - Appointment & Removals to Recreation Commission **Revised**
5. CM - Sheriff's Vehicle Lease with Town of Hildebran
6. CM - Resolution Granting Co. Mgr. Authorization to Reduce or Waive AS Fees **Revised**
7. CM - Resolution Supporting Establishment of Animal Services Foundation
8. CM - The Nest - a Public / Private Partnership for a Wedding & Conference Venue at Fonta Flora County Park
9. FM - Adoption of Revised LEPC Bylaws
10. FM - Appointment to the Local Emergency Planning Committee
11. FM - Request for Approval of a Lease Purchase Agreement Between Home Trust Bank and Icard Township Fire Rescue, Inc.

12. FM - Request for Approval of a Lease Purchase Agreement Between Home Trust Bank and Oak Hill Fire & Rescue Protection Association, Inc.
13. Health - HARBOUR LEAD Grant Contract Approval **Revised**
14. Tax Dept. - Tax Collection Report for February 2020
15. Tax Dept. - Release Refund Report for February 2020
16. Tax Dept. -Tax Collection Request to Change Minimum Tax Bill to \$5.00
17. Tax - Approval of Agreement with DataMax for Enforced Collection

**10. ITEMS FOR DECISION**

1. HR - Emergency Leave with Pay - COVID-19 - Presented by Rhonda Lee, HR Director  
**New Item**

**11. REPORTS AND COMMENTS**

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

**12. VACANCY ANNOUNCEMENTS**

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

**13. CLOSED SESSION**

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

**14. ADJOURN**

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August 20, 2019 (Regular)

DRAFT

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

The Burke County Board of Commissioners held a regular meeting on Tuesday, August 20, 2019 at 6:00 p.m. They met in the Commissioners' Meeting Room, Burke County Services Building, 110 N. Green Street, Entrance E in Morganton, N.C. Those present were:

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

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

**CALL TO ORDER**

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

**INVOCATION**

Pastor Ed Stephenson, Arneys Fairview UMC, was unable to attend the meeting, therefore, Peter Minter, Senior Planner, delivered the invocation.

**PLEDGE OF ALLEGIANCE**

Under the leadership of Principal Nikki Costello, students from Forest Hill Elementary School delivered the pledge of allegiance to the American flag. Afterwards, they had their photograph taken with the Commissioners and staff.

**APPROVAL OF AGENDA**

**Motion: To approve the agenda.**

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

**APPROVAL OF MEETING MINUTES**

**Motion: To approve the meeting minutes of April 2, 2019 (Pre-Agenda) and April 16, 2019 (Regular) as written.**

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

**PRESENTATIONS - NONE**

Minutes Acceptance: Minutes of Aug 20, 2019 6:00 PM (APPROVAL OF MEETING MINUTES)

## SCHEDULED PUBLIC HEARINGS

### COMM. DEV. - ZONING MAP AMENDMENT ZMA 2019-05 & PUBLIC HEARING - 6:00 P.M.

Peter Minter, Senior Planner, said he reviewed the proposed rezoning with a couple today which involved two (2) of their properties. He said after discussing the rezoning with the couple they asked if Community Development could make a recommendation to change their rezoning requests from the R-1 and PRMU districts to the Low-Density Conservation District. For the record, Mr. Minter read the parcel ID numbers: 1754895990 (0.59 acre of land that is currently zoned PRMU-CD and the proposed zoning was going to be R-1), and 1755805475 (25.54 acres of land that is currently zoned PRMU and the proposed zoning was going to be R-1 – ZMA 2019-06).

Mr. Minter then generally reviewed the following information from the agenda packet regarding ZMA 2019-05:

#### ZMA 2019-05 – BACKGROUND

In 2004 the Carolina Centers, LLC/Crescent Communities, LLC (property owners) petitioned Burke County to rezone approximately 1,122 acres of land off NC Highway 126 in the Linville Township into a Parallel Conditional Planned Mixed-Use District (PRMU-CD). The petition also included a Master Development Plan for six (6) individual parcels. Though the Plan has common goals for all six (6) parcels, each parcel differed slightly in how it was to develop. Overall, the Plan calls for the land to be developed for residential purposes, however, there are allowances for some recreational and commercial development as well. The rezoning and development plan were approved on May 4, 2004. The Burke County Zoning Ordinance provides a two-year vested right for development of land approved through the Conditional Zoning approval to begin. If after two years, progress has not been made toward developing the property in accordance with the approved application and conditions, the Planning Board may recommend to the Board of Commissioners that the property(s) be rezoned. Crescent Communities developed one of the East Lake parcels (East Lake 4 – Dry Creek Subdivision) early on but delayed further development due to the recession between 2008-2012. During this time the state enacted Session Law 2010-177. This law basically made it mandatory for all local governments to extend the vested right associated with any development plans and/or permits issued between 2008 and 2012. In January of 2012 a new extension was granted. The new “running time” of this extension was to end on March 31, 2014. On that date the vested right for the Conditional Rezoning and East Lake Development Plan technically expired. Crescent Communities have now either sold off or gifted the East Lake parcels which were approved under the Conditional Zoning. There was one new subdivision which was approved under the original East Lake Development Plan; however, the remaining parcels are not developing. This being the case, county staff is petitioning the County to rezone the remaining East Lake parcels out of the Planned Residential Mix-Use Parallel Conditional District (PRMU-CD) and remove the approved zoning standards and conditions under the original ZMA 2004-05 rezoning as stated within Section 9A13 of the Zoning Ordinance.

## ZMA 2019-05 - REQUEST

Burke County Community Development staff is requesting the removal of "all" development "standards" and "conditions" approved under the original rezoning ZMA 2004-05, approved by the Burke County Board of County Commissioners on May 4, 2004. Staff is also proposing to rezone thirteen (13) parcels of land consisting of approximately 586 acres in the Linville Township. The parcels are requested to be re-zoned from the Planned Residential Mixed Use - Conditional District (PRMU-CD) to the Low-Density Conservation (CD-L) Zoning District.

Parcel	PIN#	Acreage	Present Zoning	Proposed Zoning
1	1755243599	128.91	PRMU-CD	CD-L
2	1755047121	10.62	PRMU-CD	CD-L
3	1755440365	167.1	PRMU-CD	CD-L
4	1755314904	10.31	PRMU-CD	CD-L
5	1755314713	11.1	PRMU-CD	CD-L
6	1755427415	34.46	PRMU-CD	CD-L
7	1755510152	151.76	PRMU-CD	CD-L
9	1755618712	2.49	PRMU-CD	CD-L
8	1755602746	20.58	PRMU-CD	CD-L
10	1755604422	16.69	PRMU-CD	CD-L
11	1754692981	15.46	PRMU-CD	CD-L
12	1755608069	16.27	PRMU-CD	CD-L
13	1754895990	0.59	PRMU-CD	R-1 *CD-L

\*Per the property owner's request.

If the rezoning is approved, land use of the subject properties will be regulated under the "General" zoning standards of CD-L District. These parcels are also located within the Lake Overlay District and that overlay district would remain. ZMA 2019-05 - The parcels proposed to be rezoned are highlighted in pink below. Note, the two parcels shown in yellow/green are not included in this rezoning.

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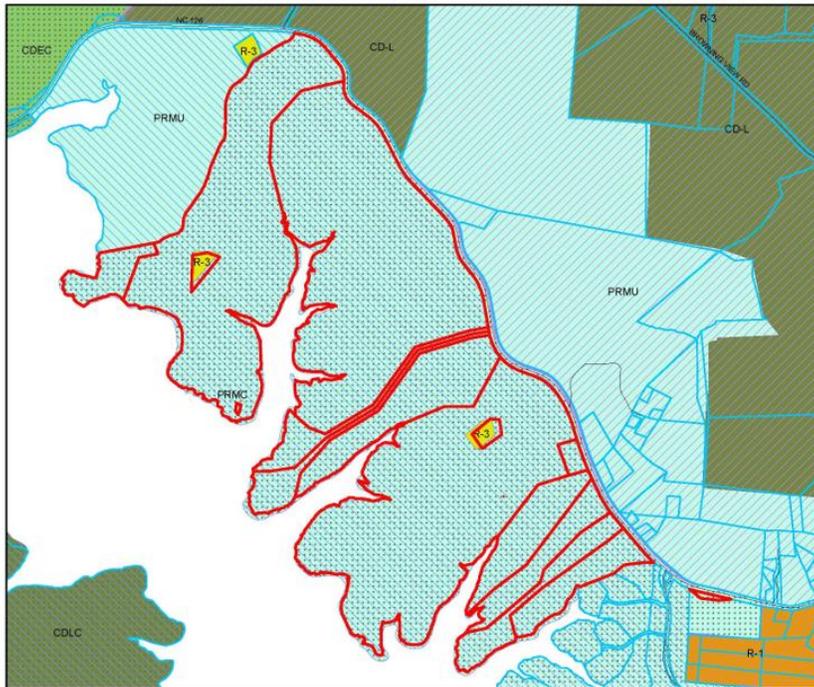


### Burke County, NC Zoning Administration Current Zoning Map

ZMA 2019-05

Applicant:  
Burke County  
Comm. Dev.

PIN#  
Multiple



- Legend**
- Streets
  - parcel\_polygons
  - Lake Overlay
  - Scenic Overlay
  - I-40 Overlay
  - Airport Overlay
  - R-1 Residential Low Density
  - R-2 Residential Medium Density
  - R-3 Residential
  - R-MU Rural Mixed Use
  - PRMU Planned Residential Mixed-Use
  - PRMU Conditional
  - CD-L Low Density Conservation
  - CD-L Conditional
  - CD-E Estate Lots
  - CD-E Conditional
  - N-B Neighborhood Business
  - G-B General Business
  - GB Conditional
  - O-I Office & Institutional
  - O-I Conditional
  - L-I Light Industrial
  - IND Industrial
  - IND Conditional



016330 660 9901320  
Feet

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



### Burke County, NC Zoning Administration Proposed Zoning Map

ZMA 2019-05

Applicant:  
Burke County  
Comm. Dev.

PIN#  
Multiple



- Legend**
- Streets
  - parcel\_polygons
  - Lake Overlay
  - Scenic Overlay
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Minutes Acceptance: Minutes of Aug 20, 2019 6:00 PM (APPROVAL OF MEETING MINUTES)

**STAFF COMMENTS**

The proposed re-zonings are initiated primarily to bring certain parcels into compliance with Section 9A13 of the Zoning Ordinance. Those parcels are subject to Conditional Zonings ZMA 2004-04 and ZMA 2004-05 and have not developed within the two-year vesting period and presumably never will. Parcels already developed under the adopted zoning and development plan would continue under those approvals, however, those parcels which have not, should be rezoned to bring them into compliance.

**PLANNING BOARD RECOMMENDATION**

The Planning Board heard this rezoning request on May 23, 2019. Staff presented the request and submitted the phone record from citizens. There was one property owner who spoke. They were in favor of the additional conservation measures; however, they had a concern that the rezoning might have an effect on his ongoing property sale negotiations with the Foothills Conservancy. The Planning Board did not feel that was grounds to deny the rezoning request and voted unanimously in favor of the rezoning.

**STATEMENT OF CONSISTENCY**

When a local government adopts development regulations, including zoning maps, there must be a rational basis for determining what those regulations should be. The statement must take one of three forms:

1. A statement approving the proposed zoning amendment and describing its consistency with the plan;
2. A statement rejecting the proposed zoning amendment and describing its inconsistency with the plan; or
3. A statement approving the proposed amendment and declaring that this also amends the plan, along with an explanation of the change in conditions to meet the development needs of the community taken into account in the zoning amendment.

With each of these alternatives, the statement is also to include an explanation of why the board deems the action reasonable and in the public interest.

Mr. Minter further reported that there is no access to public water / sewer for these parcels. He said the current zoning with public utilities would have allowed for over 1,000 parcels and dwellings on the land with lots as small as a half-acre. Under the proposed rezoning, Minter said, the land would be a conservation district which would protect Lake James by increasing the overall density to 3.5 acres per dwelling.

Chairman Carswell opened the floor for questions and comments from the Board.

Commissioner Taylor asked if Crescent Communities, LLC is no longer interested in developing the properties proposed to be rezoned. Mr. Minter said that is correct and noted they sold their land holdings to several entities, one prominent entity being a company based out of Colorado, Caldwell Land and Timber, who bought a majority of the land. In response to another question from Commissioner Taylor, Mr. Minter said the person who bought the majority of the property is conservation minded and approached the Foothills Conservancy of North Carolina

August 20, 2019 (Regular)

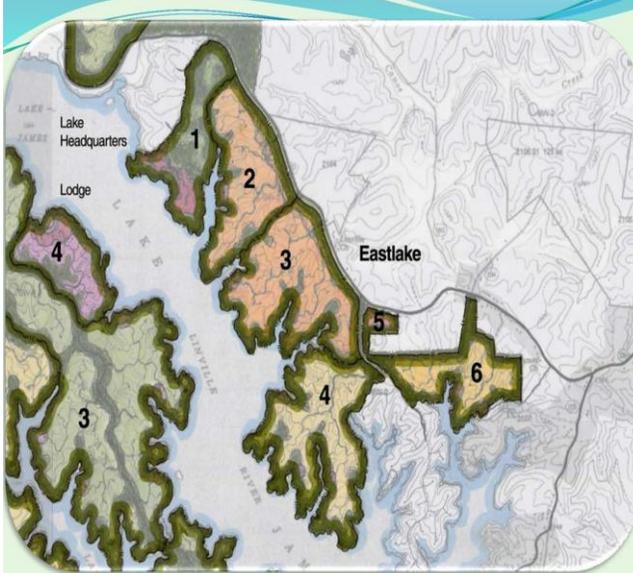
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(Conservancy) and North Carolina State Parks to try and sell the property, however, the deal did not come to fruition. Mr. Minter responded to an additional question from Commissioner Taylor.

At 6:22 p.m., Chairman Carswell opened the public hearing. The Public Hearing Notice was published in THE NEWS HERALD on August 8, 2019 and August 15, 2019, in addition, it was posted to the County's website ([www.burkenc.org](http://www.burkenc.org)) on August 8, 2019. There were six (6) citizens who signed up to speak.

Sina McGimpsey Reid, 13011 Augusta Court, SC, one of the property owners in ZMA 2019-05, said she is here to share a vision and make a request. Ms. Reid said her vision is to see a "Fonta Flora for the next millennium." She said in order to pass along the stories of the people who lived in the area and to promote permaculture / a cultural center, then a residential zoning classification will not be acceptable. Ms. Reid said her vision will care for the Earth, care for people, and will reinvest the abundance. She said her specific request is to amend the proposed rezoning of property pin numbers 1755805475 and 1754895990 from the R-1 district to the Low-Density Conservation District. Ms. Reid also responded to questions from Commissioner Taylor and pointed out her property on the rezoning map.

Lee Zinzow, 701 Lankashire Road, Winston-Salem, said he owns an LLC which is owned by several trusts and he has redirected assets towards the purchase of most of the land in question. Mr. Zinzow said he was alarmed that it was potentially possible to put 1,000 lots in the area and he was trying to preserve the land from that potential development. He then reviewed the following PowerPoint presentation.



**History of my involvement in Eastlake and other Lake Issues:**  
(for many items I represented Heweshda, LLC, which I manage but do not own)

- purchased 5 lots in Eastlake 3, off Southpointe Drive (Dry Creek)
- 2013-14 argued against efforts to relax slope requirements which would have allowed denser development and environmental concerns on Eastlake and other shores of Lake James
- bought 228 acres Eastlake 2 and 228 acres Eastlake 3 on 1/16 to preserve it from dense development
- released 72 acres Eastlake 3 on condition that no more than 4 lots would be placed there
- approved Fonta Flora trail easement through Eastlake 2 and 3 in conjunction with purchase

Minutes Acceptance: Minutes of Aug 20, 2019 6:00 PM (APPROVAL OF MEETING MINUTES)

- agreed to relocation of Fonta Flora trail easement through COS adjacent to the 5 Dry Creek lots in Eastlake 3

- donated to State Parks the right to use Eastlake 2 and 3 from January, 2016 - present; also granted an option to purchase

- donated 2.5 acres Eastlake 3 to Linville United Methodist Church

- worked continuously since 2013 in efforts to conserve Eastlake 2 and 3

- actively opposed efforts by the NC legislature to eliminate lake buffers

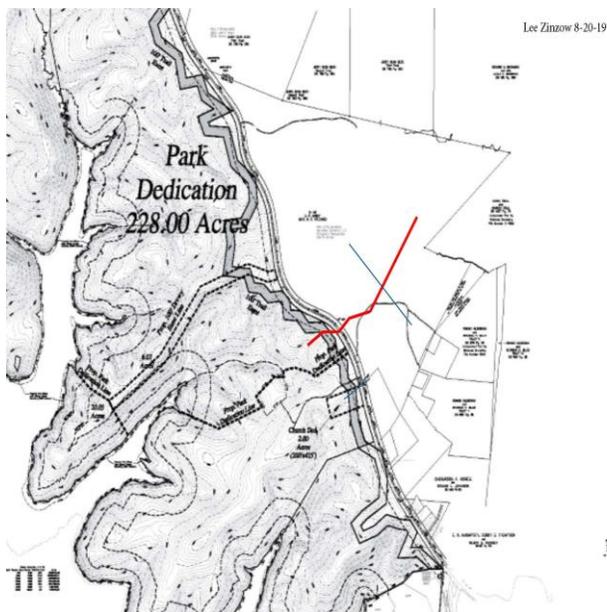
- actively involved in efforts to avoid noise pollution when a gun range was considered on the Linville side, with end result being movement to a less audible location

### OPTION AGREEMENT

#### RESTRICTIONS ON PROPERTY USE:

Nothing herein shall be construed to constrain the Seller, so long as Seller holds title to the property, from designating purposes for which the property may be used, or imposing restrictions or limitations upon whether and/or where buildings, docks, or other structures may be built or situated or standards impacting how they are constructed, restrictions concerning lighting, sound, density, impervious areas, issues which may impact the viewshed, setbacks, slopes, hunting, protection of people, wildlife, flora, water quality either on the property or on the lake as a result of activities on the property, banks, birds, wildlife, or any other matters, either by deed restriction (which Seller may designate as permanent), covenants, or other means.

It is recognized that Seller may assign such rights to others, and that such rights may perpetuate beyond the time the land is owned by Seller.



### KEY OBJECTIVES

Permanently Conserve Land Protections and Lower Allowed Density via Conservation Easement

Donate property for Recreational Purposes: Requires a Conservation Easement: Rezoning would defeat ability to do this

Retain Current Zoning to allow Mixed Uses by Right, such as:

- Mixed use development
- Museum
- Public Parks, playgrounds, swimming pools
- Planned unit development
- Public Service facilities
- Public Use Facilities
- Indoor recreational facilities
- Restaurant
- Retail sales <300 square feet
- Public stable

This space is intentionally left blank.

Minutes Acceptance: Minutes of Aug 20, 2019 6:00 PM (APPROVAL OF MEETING MINUTES)

### County Objectives

"Parallel Condition Zoning District and other changes, in the view of Planning Staff, 'will result in higher quality development around Lake James that has an emphasis on environmental integrity. The proposed amendments will also provide the flexibility for conditions to be placed on a rezoning request that we presently do not have.' Open space allowed to be dedicated to conservation easements. [2004 Board Minutes]

Parallel Conditional Zoning is expected to "provide environmental protection of the lake and option to rezone the property with specific conditions for development... Crescent would provide fee simple or easements to the County for purposes of public recreation through use of trails and park facilities. Construction, management, security and maintenance facilities would be the County's responsibilities." [2004 Board Minutes]

Ordinances state: Developers of mixed-use projects having more than 50 lots must request a rezoning to a Planned Residential Mixed-use District (PRMU) and are strongly encouraged to request a rezoning to a Planned Residential Mixed-Use Parallel Conditional District (PRMU-CD) in order to increase flexibility and streamline the review process.

Zoning Ordinance 911 states that major proposed C-D developments "having over 50 lots are strongly encouraged to rezone to a Conservation Parallel Conditional District." Such a requirement is consistent with present zoning

### WITH A CONSERVATION EASEMENT I AM WILLING TO:

Donate substantial portions of Eastlake 2 and 3 to the County  
Construct a road to access both waterfront lots and parks

Allow relocation of Fonta Flora Trail and/or tributaries to permit views/lake access

Voluntarily lower density  
(No more dwellings than would be allowed if rezoned to CD-L..i.e. gross acres/3.5 acres/lot = 110 DUs)

Spearhead efforts to get input from the County and others so as to consider best options for

- attracting visitors who want to use Eastlake and adjacent County Park
- enabling the County to raise tax revenue or other funding to help improve and maintain the area and fund improvements:
  - \$550k/yr. property tax (Assumes 380 acres permits 110 lots w/approx. annual property tax \$5k each)
  - Additional sales tax and property tax revenue from mixed use development

Mr. Minter said that with the exception of retail sales greater than 3,000 square feet, (less than 3,000 square feet would be allowed) all of the uses listed on the PowerPoint presentation would be allowed by the new zoning, either by right or with a conditional use permit. Mr. Zinzow said having to go through the conditional use process could slow down or discourage any development / projects that may take place on the property. Mr. Minter said regarding the conditional use process, instead of a developer simply telling Community Development what they want to do, there would have to be a plan to show what the developer wants to accomplish. Mr. Zinzow then reviewed quotes from the Board of Commissioners meeting minutes from 2004. Mr. Zinzow said if done by easement rather than rezoning, there are some advantages, but once the property is rezoned to a lower density, then he cannot take credit for having done that. He said if an easement is granted, reducing the units from 1,000 to 110 is recognized and he can get an appraisal on the property before and after which should show a substantial difference, which the IRS should allow as a tax deduction for the difference. He said the IRS deduction then creates a tax advantage that can be used to pursue other projects. Mr. Zinzow said that according to the zoning ordinance, if you have 50 lots or more, you should apply to rezone them to the Planned Residential Mixed-Use Parallel Conditional District (PRMU-CD), which seems to be going backwards immediately after rezoning the property. He said after all the progress with the Fonta Flora State Trail and the County Park the next step is to pursue ecotourism and some mixed-use projects that would encourage tourism. Mr. Zinzow noted that he would like to construct approximately 35 dwellings on a four (4) mile stretch of the waterfront on East Lake 3, and maybe another 35 on East Lake 2. He said this could generate approximately \$550,000 per year in tax revenue and would serve to attract people to this part of the County and further increase revenues. Mr. Zinzow further said that if the rezoning case proceeds, he will not be able to pursue this project and noted that property values would decrease. In closing, Mr. Zinzow asked the Commissioners to study the supplemental information he provided.

In response to a question from Commissioner Taylor, Mr. Zinzow said the land he is prepared to donate could be used to expand the County park or use a portion of the land for economic development. He said whatever the County chooses to do with the land, the extra acreage would only be beneficial. Commissioner Taylor questioned why there would be no tax

advantage for Mr. Zinzow if the property is rezoned. Mr. Minter said he is not sure, but believes from the information provided, if Mr. Zinzow places the conservation easement on the property himself, there is a certain amount of federal tax credits he could acquire that he otherwise could not receive if the property is rezoned by the county because then it would not be a voluntary conservation. Mr. Zinzow said it is not a tax credit, it is a deduction. He further explained the way it works is that an appraiser looks at the current value of the land, which due to the current zoning would allow for approximately 760 lots (total lots on East Lake 2 and 3), which is how it would be appraised. However, Mr. Zinzow said, if the rezoning occurs and less lots could be placed on the property, the value of the land would significantly decrease. He said if the property is donated as an easement, the appraiser would look at the current value then the value after the easement was placed, the difference would then be used as a tax deduction. Commissioner Taylor asked what is the timeline for the projects Mr. Zinzow is proposing if the County does not approve the rezoning. Mr. Zinzow said he would first need to buy the property from the LLC because the property has to be in his name in order to get any value from the conservation easement, which could be done this year. He said he would need to wait another year to get any tax value from the property, but in the interim, the property could be developed with various parks and recreation ideas the County may have. Discussion ensued regarding what could be done with the property and the related timetable. Commissioner Taylor asked if the Board could rezone everything according to the original request with the exception of Mr. Zinzow's and Ms. Reid's properties and give Mr. Zinzow eight (8) years to complete his proposed projects, and if that does not happen in eight (8) years, the property would then revert to the originally proposed rezoning. Mr. Minter said staff is looking at this from the standpoint of following the ordinance and noted that the BOC has 60 days to act on the proposed rezoning. He said the Board could delay the item to consider the information that has been presented until the next meeting. A brief discussion ensued.

Andrew Kota, 951 Bost Road, Morganton, Executive Director of the Foothills Conservancy of North Carolina, said the Conservancy and North Carolina State Parks spent around three (3) years raising \$4.1 million or \$18,000 per acre to acquire the 228-acre East Lake 2 property. Mr. Kota said those funds were acquired from the North Carolina Clean Water Management Trust Fund, Parks and Recreation Trust Fund, and over \$1,000,000 from private donations, and these funds were available before the end of 2018 to acquire the land and add it to Lake James State Park. He said the reason why the project was not taken to the Council of State for approval for the acquisition was because there was not a signed contract. Mr. Kota then explained the State places restrictions on land acquisitions under two (2) pieces of legislation and noted that North Carolina State Parks was willing to place additional restrictions on the property to ensure it was only used for public recreation as a public park. He said the only reason the State was willing to go beyond the two (2) pieces of legislation was because \$1,000,000 in private donations were raised for the project. Mr. Kota said the reason why the State would not place density and zoning restrictions on the property that are stronger than the County's is because they were going to acquire the land for recreation and not development purposes, and placing restrictions on the property before the land was acquired would have lowered the overall property value which the State was not willing to pay. Mr. Kota further said regardless of the zoning, the Conservancy could have placed a conservation easement on the property. Regarding the appraisal issue, Mr. Kota said for this situation conducting a subdivision analysis is a major red flag to the IRS and no nationally accredited land trust would ever sign IRS form 8283 based on the subdivision analysis of the conservation easement. He said the Conservancy relies on fair market value appraisals based on raw undeveloped land, not subdivision analysis. Mr. Kota

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reiterated that rezoning the property would not inhibit the ability for a conservation easement to be placed on the property.

Martha Whitfield, 1046 Overlook Cove Road, Morganton said she is the Vice Chair for Foothills Conservancy of North Carolina but noted that she is not speaking from that role. Ms. Whitfield said she wants to thank the Commissioners for protecting Lake James. She said the County has attracted people like her and her husband who pay large amounts of County taxes because they love Lake James and Burke County. Ms. Whitfield said many people besides Lake James residents use the public boat docks and they do not want to see development in the area either. She said the last thing she wants to see is a large development in the area and the common people of Burke County deserve land at the lake that is not covered up by houses. She asked the Board to support the rezoning.

Todd Bell, 201 Woodland Drive, Morganton said he is the President of the Lake James Environmental Association. Mr. Bell said his board has looked at this situation in conjunction with Foothills Conservancy of North Carolina and said there is more long-term risk by leaving the property as it is currently zoned than to rezone the property as proposed. He said their board's position is they would rather risk having 110 potential lots as opposed to 560 potential lots.

Jerry Dean Beck, Jr., said he is a lifelong resident of Lake James and he would like to see the Board slow down on this item and consider the best option for the Lake before making a decision, especially if they have 60 days.

With there being no one else to address the Board, Chairman Carswell closed the public hearing at 7:24 p.m.

Vice Chairman Mulwee said due to the Board receiving so much new information it would be prudent to wait until the next meeting to make a decision on this item.

Commissioner Abele asked if it would be a good idea to hold a special meeting to consider all the information. Chairman Carswell said he would like to have a special meeting in-between this meeting and the next regular meeting to consider all the new information.

**Motion: To postpone this item to the Board's next regularly scheduled meeting.**

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

Chairman Carswell thanked everyone who spoke tonight and said the Board is here to work for them and the Board wants to slow down and absorb the information before arriving at a decision.

**COMM. DEV. - ZONING MAP AMENDMENT ZMA 2019-06 & PUBLIC HEARING - 6:00 P.M.**

Peter Minter, Senior Planner, presented information regarding ZMA 2019-06 as follows:

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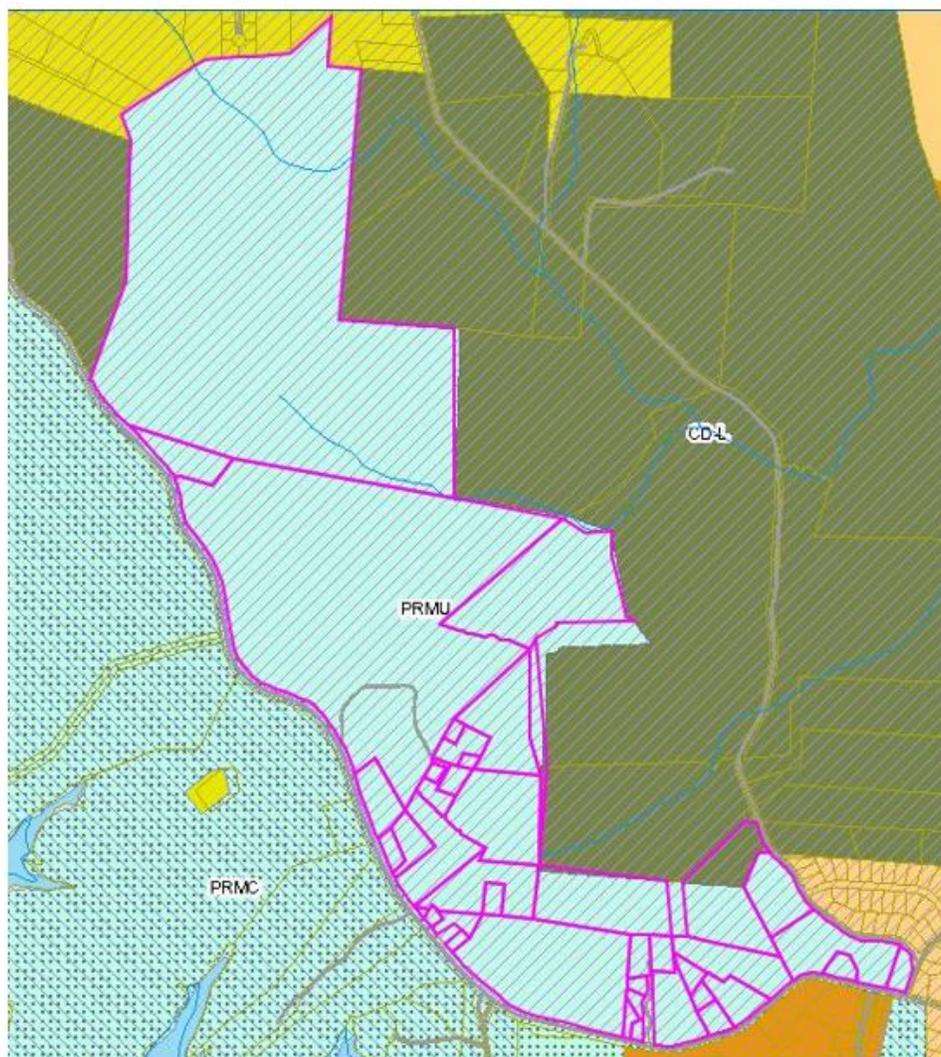
This rezoning consists of such a large area that is comprised of multiple parcels. Therefore, this rezoning request is being presented in two parts (a and b).

ZMA 2019-06 (a) - BACKGROUND

Beginning one year ago, Burke County staff began examining the existing zoning surrounding Lake James to see if the zoning and their allowances were still consistent with current development trends. In its findings, staff noticed that there are hundreds of acres zoned Planned Residential Mixed Use (PRMU). The PRMU district was established in the early 2000's, during a time of rapid continuous growth in the area of Lake James. At the time, it was thought that this land would develop into large mixed-use subdivisions. Over a decade and a half has passed and this area of the county has not experienced the large-scale development that was expected. Furthermore, the expansion of public water and public sewer has not reached this area. According to the City of Morganton, the expansion of public water and sewer beyond its current termination point, the SouthPointe community would be a huge undertaking and expense. This is especially so for sewer expansion as that line is pressurized. This being the case, planning staff sees a potential problem related to the current PRMU zoning in this area. The PRMU district only requires a minimum lot size of 0.50 acre per lot. As an example, a ten (10) acre parcel of land could potentially yield twenty (20) lots. All twenty lots would be on individual wells and septic systems. Staff feels this type of density would not be appropriate for the Lake James area when utilizing well and septic. Staff is recommending the large parcels be rezoned from the *Planned Residential Mixed-Use* District to the *Low-Density Conservation District*. Staff recommends rezoning certain smaller parcels to the Residential One (R-1) District.

The map below shows the parcels related to the statements above.

This space is intentionally left blank.



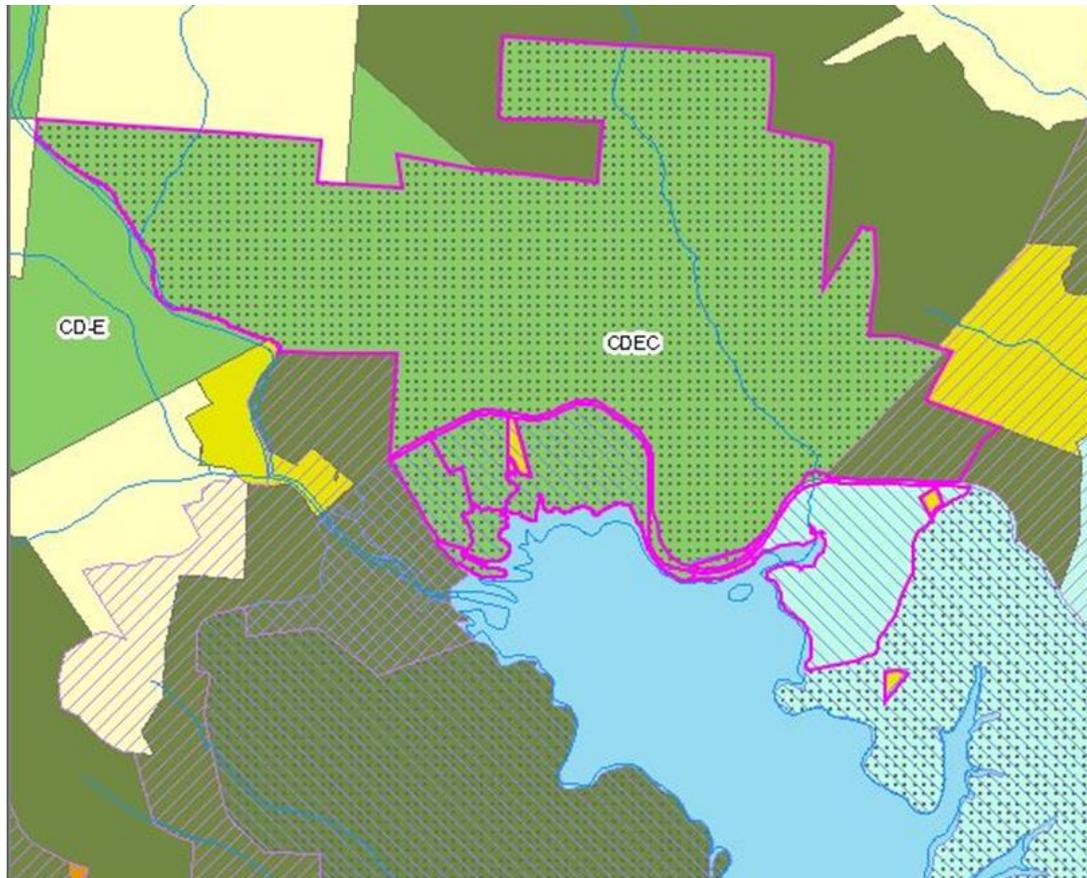
#### ZMA 2019-06 (b) – BACKGROUND

Further examination of the existing zoning in the area surrounding Lake James also revealed other parcels which were rezoned under a separate “*Conditional*” Zoning request (ZMA 2004-04). This request was initiated by Crescent Communities. This rezoning involved approximately 5,537 acres of land off of NC 126 adjacent to the Linville Access Area, around the north shore of Lake James, down to the Canal Bridge, and then west to the county line. Most of this land is now either part of Lake James State Park or North Carolina Game Lands. Crescent Communities did develop several large parcels into a major subdivision named “1780 on Lake James”. Because the 1780 subdivision was planned and developed under the Conditional Zoning and Conservation District Development Plan, staff suggests those parcels remain as they are.

However, staff does not believe that those future phase parcels which Crescent Communities sold to the state will ever be developed under the conditional district zoning and plan mentioned above. Staff therefore recommends those parcels be removed from the Estate Lot Conservation Parallel Conditional Zoning

District and the accompanying "Conservation District Development Plan" and rezoned to the Low-Density Conservation Zoning District. The CD-L District as a "General" zoning district. Staff also recommends that several other privately-owned parcels within the vicinity be rezoned as well for consistency. One large parcel is currently zoned Planned Residential Mixed-Use, and several small parcels are zoned Residential Three (R-3). All parcels are proposed to be rezoned to the Low-Density Conservation District.

The map below shows the parcels related to the statements above.



#### REZONING REQUEST

ZMA 2019-06 (a & b)

Burke County Community Development staff is requesting the rezoning of four (4) parcels of land consisting of approximately 11 acres from the Residential Three (R-3) District to the Low-Density Conservation (CD-L) Zoning District. Staff is further proposing the rezoning of thirty-seven (37) parcels of land consisting of approximately 125 acres from the Planned Residential Mixed Use (PRMU) to the Residential One (R-1) District. Staff is proposing the rezoning of nine (9) parcels of land consisting of approximately 1,455 acres from the Conservation Estate Lot – "Conditional" District to the Low-Density Conservation (CD-L) Zoning District. Finally, staff is proposing the rezoning of

nine (9) parcels of land consisting of approximately 508 acres from the Planned Residential Mixed-Use (PRMU) district to the Low-Density Conservation District.

The first map below shows all parcels that are subject to the ZMA 2019-06 rezoning (both a & b). The second map shows the same area if the subject parcels of ZMA 2019-06 were to be rezoned. Note the consistency of the proposed zoning with the existing zoning districts.

Please see the following list for specific parcel information related to the proposed rezoning. If the rezoning is approved, the parcel list shall be included in the approving Ordinance.

ZMA 2019-06 (a)						ZMA 2019-06b					
PARCEL	PIN	REID	ACRES	CURRENT ZONING	PROPOSED ZONING	PARCEL	PIN	REID	ACRES	CURRENT ZONING	PROPOSED ZONING
1	1755569319	9840	190.66	PRMU	CD-L	1	1746608596	33462	1333.98	CD-E-CD	CD-L
2	1755544906	62447	4.56	PRMU	CD-L	2	1745953933	38873	2.58	CD-E-CD	CD-L
3	1755639740	62448	126.14	PRMU	CD-L	3	1745770954	46149	53.54	CD-E-CD	CD-L
4	1755837737	21591	29.16	PRMU	CD-L	4	1745476298	51080	27.97	CD-E-CD	CD-L
5	1755823673	41718	11.45	PRMU	CD-L	5	1745574689	16829	29.04	CD-E-CD	CD-L
6	1755825590	49458	2.27	PRMU	CD-L	6	1755077434	63059	0.96	CD-E-CD	CD-L
7	1755812736	43314	11.1	PRMU	CD-L	7	1745962174	38874	3.37	CD-E-CD	CD-L
8	1765012125	58790	12.99	PRMU	CD-L	8	1745863337	63057	2.24	CD-E-CD	CD-L
9	1765107412	27700	1.22	PRMU	R-1	9	1745967480	63058	0.6	CD-E-CD	CD-L
10	1765100669	56736	9.08	PRMU	R-1	10	1745670815	51239	4.53	R-3	CD-L
11	1765015293	36799	5.65	PRMU	R-1	11	1755275086	18950	1.93	R-3	CD-L
12	1755907946	46560	1.48	PRMU	R-1	12	1755149278	18951	2.5	R-3	CD-L
13	1755911022	16751	11.45	PRMU	R-1	13	1755526012	9899	2	R-3	CD-L
14	1765002512	19604	6.63	PRMU	R-1	14	1755166248	46256	119.15	PRMU	CD-L
15	1755908444	54975	1.2	PRMU	R-1						
16	1755909273	60538	0.7	PRMU	R-1						
17	1755906517	33256	1.7	PRMU	R-1						
18	1755907101	20624	5.56	PRMU	R-1						
19	1754993971	18148	0.96	PRMU	R-1				1584.39		
20	1755903044	52028	0.65	PRMU	R-1						
21	1755903391	52900	0.53	PRMU	R-1						
22	1755904517	29039	1.64	PRMU	R-1						
23	1755719276	23172	7.95	PRMU	R-1						
24	1755708816	45014	1.25	PRMU	R-1						
25	1755708618	46563	0.45	PRMU	R-1						
26	1755707737	31353	0.47	PRMU	R-1						
27	1755705898	45516	0.25	PRMU	R-1						
28	1755811112	46994	1	PRMU	R-1						
29	1755717415	8422	7.18	PRMU	R-1						
30	1755714506	37572	2.47	PRMU	R-1						
31	1755712436	24321	1.24	PRMU	R-1						
32	1755711817	38872	3.83	PRMU	R-1						
33	1765101497	30765	1.16	PRMU	R-1						
34	1765002282	24340	2.95	PRMU	R-1						
35	1755728025	35275	1	PRMU	R-1						
36	1755729214	51386	1	PRMU	R-1						
37	1755728417	31360	0.5	PRMU	R-1						
38	1755905011	29131	0.5	PRMU	R-1						
39	1765000127	21135	1.35	PRMU	R-1						
40	1755705913	18871	0.17	PRMU	R-1						
41	1755716952	16938	1.36	PRMU	R-1						
42	1755729471	19505	1.51	PRMU	R-1						
43	1755726132	15426	0.53	PRMU	R-1						
44	1765012125	58790	12.99	PRMU	R-1						
45	1755805475	18440	25.54	PRMU	R-1						
Total Acres			513.43								

Note: Parcel # 45 in the image above was requested to be rezoned to CD-L by the property owner.

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A portion of the proposed re-zonings are initiated to bring certain parcels into compliance with Section 9A13 of the Zoning Ordinance. Those parcels are subject to Conditional Zonings ZMA 2004-04 and ZMA 2004-05 and have not developed within the two-year vesting period and presumably never will. Parcels already developed under the adopted zoning and development plan would continue under those approvals. Those parcels which have not yet developed, are being rezoned to bring them into compliance. The current zoning standards for the remaining parcels in this request do not conform well with the protections desired for the Lake James area. Staff believes these parcels should be rezoned to the two proposed zoning districts (CD-L and R-1) which have stronger development standards and protections. Staff recommends approval of the proposed rezoning.

#### PLANNING BOARD RECOMMENDATION

The Planning Board heard this rezoning request on May 23, 2019. Staff presented the request and submitted the phone record from citizens. There was one property owner who submitted a letter requesting that their property remain as it is (PRMU) or be zoned to a district which would allow them to establish a "Community Center" on the property. The Planning Board was provided a copy of the letter and staff informed the Board that the recommended zoning district (Low-Density Conservation) would still permit a community center use of the land, although the use would require a "Conditional" Use Permit. Another citizen inquired about how the rezoning might affect the building of homes on his land. He also commented that the Conservation District zoning would allow less business uses than what are allowed under the current PRMU district. The Planning Board voted unanimously in favor of the rezoning.

#### STATEMENT OF CONSISTENCY

When a local government adopts development regulations, including zoning maps, there must be a rational basis for determining what those regulations should be. The statement must take one of three forms:

1. A statement approving the proposed zoning amendment and describing its consistency with the plan;
2. A statement rejecting the proposed zoning amendment and describing its inconsistency with the plan; or
3. A statement approving the proposed amendment and declaring that this also amends the plan, along with an explanation of the change in conditions to meet the development needs of the community taken into account in the zoning amendment.

With each of these alternatives, the statement is also to include an explanation of why the board deems the action reasonable and in the public interest.

Mr. Minter reiterated his opening comments from ZMA 2019-05 and said Ms. Reid's 25.54 acres is part of this rezoning case. He said Ms. Reid has requested, and staff has agreed, to rezone her parcel to the Low-Density Conservation District, it was originally recommended for the R-1 District.

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At 7:35 p.m. Chairman Carswell opened the public hearing. The Public Hearing Notice was published in THE NEWS HERALD on August 8, 2019 and August 15, 2019, in addition, it was posted to the County's website (www.burkenc.org) on August 8, 2019. No one signed up to address the Board; therefore, Chairman Carswell closed the public hearing.

**Motion: To adopt an Ordinance (No. 2019-08) amending the Burke County Zoning Map and related consistency statement.**

**Statement of Consistency  
ZMA 2019-06**

**The proposed rezoning would be consistent with the 2016-2030 Burke County Strategic Land Use plan and considered reasonable and in the public interest because:**

- **The proposed rezoning is consistent with Section 9A13 of the Zoning Ordinance as it requires the County to rezone parcels to an appropriate "general" zoning district when progress has not been made toward developing the parcels in accordance with the current approved "Conditional" zoning district and plan.**
- **The proposed rezoning would enact more stringent water quality standards for parcels with frontage on Lake James.**
- **The proposed rezoning would reduce the density of development. This in turn would increase protection of the natural scenic beauty of the Lake James area.**

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

Ordinance No. 2019-08 reads as follows:

Burke County  
North Carolina

An Ordinance Amending the Official Burke County Zoning Map  
ZMA 2019-06

Be it ordained that the Official Burke County Zoning Map is hereby amended as follows:

<b>Parcel</b>	<b>PIN#</b>	<b>Acreage</b>	<b>Zoning</b>
1	1755569319	190.66	CD-L
2	1755544906	4.56	CD-L
3	1755639740	126.14	CD-L
4	1755837737	29.16	CD-L

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5	1755825590	2.27	CD-L
6	1755166248	119.15	CD-L
7	1755823673	11.45	CD-L
8	1755812736	11.1	CD-L
9	1765012125	4.80	CD-L
10	1755275086	1.93	CD-L
11	1755149278	2.5	CD-L
12	1755526012	2.0	CD-L
13	1745670815	4.53	CD-L

Parcel	PIN#	Acreage	Zoning
1	1765107412	1.22	R-1
2	1765100669	9.08	R-1
3	1765015293	5.65	R-1
4	1755907946	1.48	R-1
5	1755911022	11.45	R-1
6	1765002512	6.63	R-1
7	1755908444	1.2	R-1
8	1755909273	0.7	R-1
9	1755906517	1.7	R-1
10	1755907101	5.56	R-1
11	1754993971	0.96	R-1
12	1755903044	0.65	R-1
13	1755903391	0.53	R-1
14	1755904517	1.64	R-1
15	1755805475	25.54	CD-L
16	1755719276	7.95	R-1
17	1755708816	1.25	R-1
18	1755708618	0.45	R-1
19	1755707737	0.47	R-1
20	1755705898	0.25	R-1
21	1755811112	1.0	R-1
22	1755717415	7.18	R-1
23	1755714506	2.47	R-1
24	1755712436	1.24	R-1
25	1755711817	3.83	R-1
26	1765101497	1.16	R-1
27	1765002282	2.95	R-1
28	1755728025	1.0	R-1
29	1755729214	1.0	R-1
30	1755728417	0.5	R-1
31	1755905011	0.5	R-1
32	1765000127	1.35	R-1
33	1755705913	0.17	R-1
34	1755716952	1.36	R-1

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35	1755729471	1.51	R-1
36	1755726132	0.53	R-1
37	1765012125	8.2	R-1

The parcels below shall *also* be removed from the "Conservation District Ordinance" associated with 2004 Parallel Conditional rezoning.

Parcel	PIN#	Acreage	Zoning
1	1746608596	1333.98	CD-L
2	1745953933	2.58	CD-L
3	1745770954	53.54	CD-L
4	1745479298	27.97	CD-L
5	175574689	29.04	CD-L
6	1755077434	0.96	CD-L
7	1745962174	3.37	CD-L
8	1745863337	2.24	CD-L
9	1745967480	0.6	CD-L

Adopted this 20<sup>th</sup> day of August 2019.

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

Attest:

/s/: Kay Honeycutt Draughn  
 Kay Honeycutt Draughn, CMC, NCMCC  
 Clerk to the Board

### INFORMAL PUBLIC COMMENTS

At 7:36 p.m. Chairman Carswell opened the floor for informal public comments. There was one (1) citizen who addressed the Board.

Andrew Kota, 951 Bost Road, thanked the Board for the resolution of support for the Foothills Conservancy of North Carolina's purchase of land in the Oak Hill community for a park project, which their land trust is raising \$3.1 million in order to acquire 660 acres. He said on behalf of the Conservancy, he thanked the County and the Board of Commissioners. Mr. Kota then read a note from Bob Benner who is a founding board member of the Conservancy thanking the Board for supporting trail programs in the County and beyond. Mr. Benner said he would like to request a resolution from the Board supporting the Conservancy's Oak Hill Community Park project.

With there being no one else to address to Board, Chairman Carswell closed the informal public comments portion of the meeting.

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**CONSENT AGENDA**

At the request of the Chairman, County Manager Steen reviewed the list of items on the Consent Agenda.

**CLERK - APPOINTMENTS TO BURKE SENIOR CENTER ADVISORY BOARD**

The terms of appointment for Susan Janey and Guinn Huffman on the Senior Center Advisory Board ended March 31<sup>st</sup>. Both applicants are willing to serve another term. In addition, an application from Dave Lammers was received for vacant Seat No. 2.

**Motion: To reappoint Susan Janey (Seat No. 5) and Guinn Huffman (Seat No. 8) to the Burke Senior Center Advisory Board for the remainder of 3-year terms ending March 31, 2022.**

**To appoint Dave Lammers (Seat No. 2) to the Burke Senior Center Advisory Board for the remainder of 3-year terms ending March 31, 2022.**

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

**CLERK - REAPPOINTMENT & REMOVALS FROM THE PARKS & RECREATION COMMISSION**

Tim Rhoney resigned from Seat No. 3 (Drexel) on the Parks & Recreation Commission. The Recreation Director requests the removal of Joseph Laney, Seat No. 2 (Glen Alpine) and Rebecca Ramsey, Seat No. 5 (George Hildebrand) due to attendance. Mo Beam occupies Seat No. 10 (Oak Hill) and is willing to serve another term, which also ended in March.

**Motion: To remove Tim Rhoney (Seat No. 3 - Drexel), Joseph Lane (Seat No. 2 - Glen Alpine) and Rebecca Ramsey (Seat No. 5 - G. H.) from the Parks & Recreation Commission and thank them for their service.**

**To reappoint Mo Beam (Seat No. 10 - Oak Hill) to the Parks & Recreation Commission for the remainder of a 3-year term ending March 31, 2022.**

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

**CLERK - RESOLUTION AMENDING THE 2019 MEETING SCHEDULE**

In December the Board adopted its 2019 meeting schedule which included two (2) offsite pre-agenda meetings--one in April and one in September. The northern area of Burke county was selected for the September meeting. The Jonas Ridge Fire Dept. was asked to host the meeting, but they are unable to accommodate the request. The following resolution sets the location of the September pre-agenda meeting in the County Board Room.

**Motion: To adopt Resolution No. 2019-16.**

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

Resolution No. 2019-16 reads as follows:

Burke County  
North Carolina

Resolution Amending 2019 Meeting Schedule

WHEREAS, the Burke County Board of Commissioners adopted its 2019 meeting schedule in December 2018; and

WHEREAS, the meeting schedule included two offsite meeting locations, one in the spring and one in the fall; and

WHEREAS, it was contemplated that the September meeting would be held in the Jonas Ridge community; and

WHEREAS, the Jonas Ridge Volunteer Fire Department was asked to host the meeting, but was unable to accommodate the request; and

WHEREAS, there are very few public facilities in the Jonas Ridge community.

NOW THEREFORE, BE IT RESOLVED that the Burke County Board of Commissioners do hereby amend its 2019 meeting schedule to hold the September 3<sup>rd</sup> pre-agenda meeting in the Commissioners' Meeting Room in Morganton at 3 p.m.

Adopted this 20<sup>th</sup> day of August 2019.

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

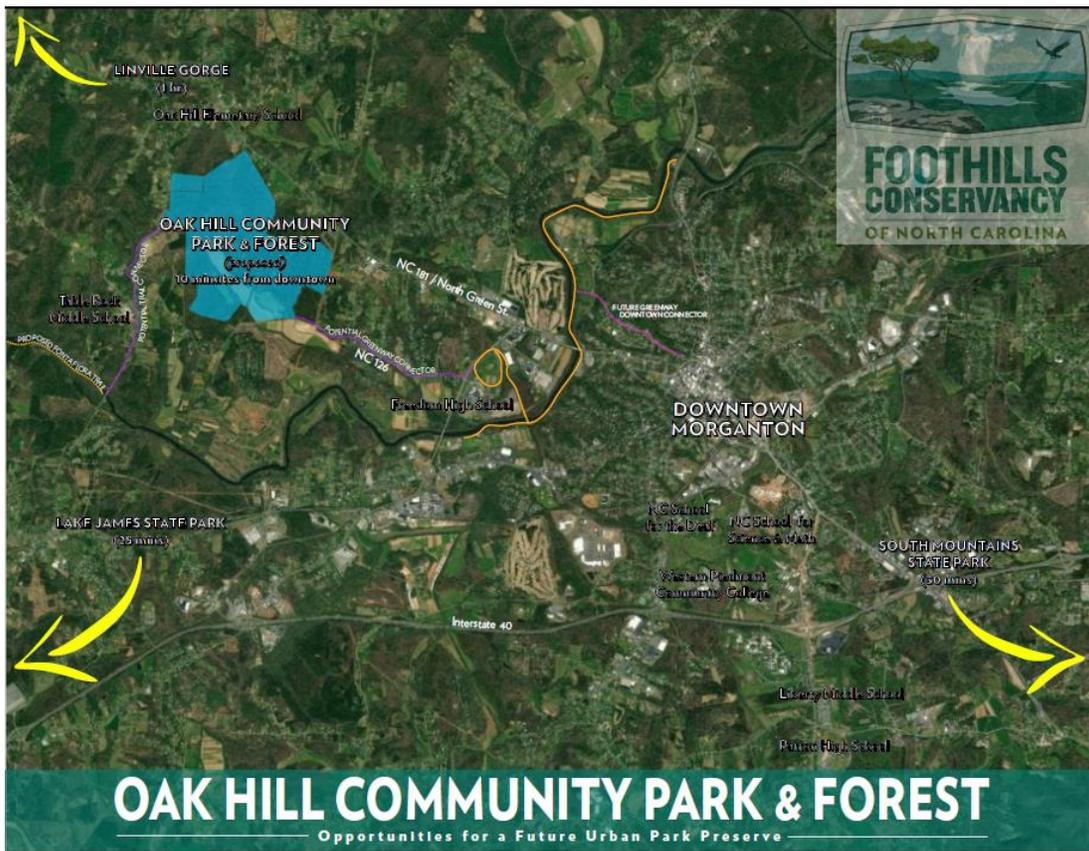
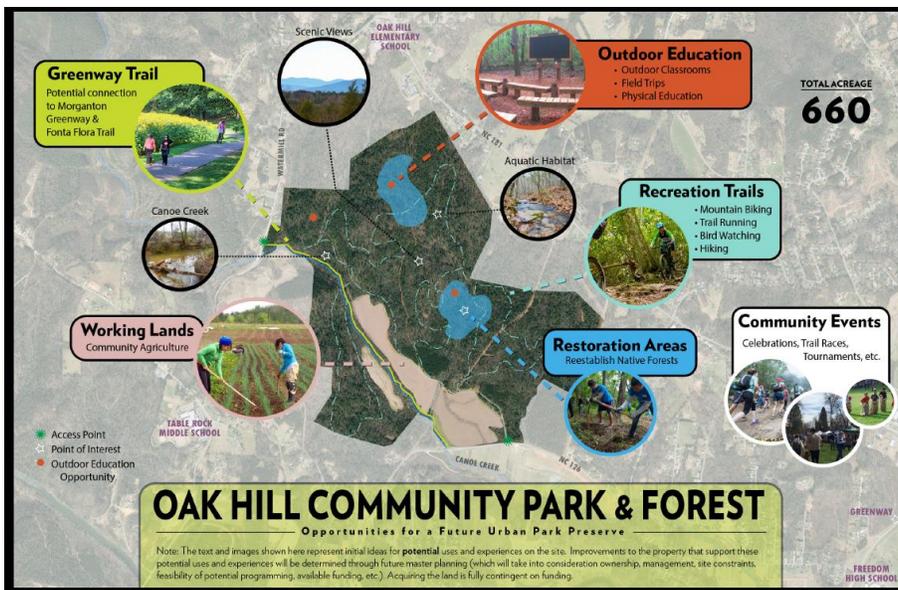
Attest:

/s/ Kay Honeycutt Draughn  
Kay Honeycutt Draughn, CMC, NCMCC  
Clerk to the Board

**COMM. DEV. - SUPPORT OF Foothills Conservancy Purchase of Oak Hill Park**

Foothills Conservancy is asking for the support of the Burke County Board of Commissioners in their pursuit to purchase a 660-acre parcel in the Oak Hill Community for a regional park. The Conservancy is raising money toward that goal and would like for Burke County to support those efforts.

Minutes Acceptance: Minutes of Aug 20, 2019 6:00 PM (APPROVAL OF MEETING MINUTES)



Extract from agenda materials:

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- \$3 million total project cost
  - \$585,575 in pledges secured by private donors as of early June
  - \$1.2 million NC Clean Water Management Trust Fund application (September 2019 grant awards meeting)
  - \$500,000 pending application to U.S. Forest Service Community Forest Program
  - Foothills Conservancy is currently seeking foundation grants and additional private pledges.
  - Rep. Hugh Blackwell is seeking a general appropriation for the project, but there are no guarantees and the amount of potential funds is unknown.
  - Foothills Conservancy is asking the City of Morganton and Burke County to consider committing funds to this project in their respective 2020 and 2021 budgets.

**Motion: To adopt Resolution No. 2019-14.**

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

Resolution No. 2019-14 reads as follows:

Burke County  
North Carolina

Resolution in Support of Foothills Conservancy Purchase of Oak Hill Park

WHEREAS, the Foothills Conservancy of North Carolina has an option to purchase 660 acres of land in the Oak Hill Community that consists of forest, agricultural fields, and three miles along Canoe Creek; and

WHEREAS, the purpose of the land is to allow public outdoor recreation such as walking, running, hiking, mountain biking, picnicking, camping and wildlife viewing; and

WHEREAS, a park in the Oak Hill Community has historic and archaeological value as well as additional opportunities for tourism, environmental benefits and outdoor business ventures; and

WHEREAS, the property is in close proximity to three public schools to include Oak Hill Elementary, Table Rock Middle and Freedom High School, and additional opportunities to provide connectivity to the Morganton Greenway, Fonta Flora State Trail and Overmountain Victory Trail exist; and

WHEREAS, the Burke County Board of Commissioners has land use jurisdiction within the park area, and will work with park developers to ensure a positive permitting and building inspections experience; and

WHEREAS, the Burke County Board of Commissioners is not committing County funds to the purchase of this property at this time; and

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NOW, THEREFORE BE IT RESOLVED, that the Burke County Board of Commissioners resolves to support the Foothills Conservancy of North Carolina's purchase option on 660 acres of land in the Oak Hill Community of Burke County.

Adopted this 20<sup>th</sup> day of August 2019.

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

Attest:

/s/: Kay Honeycutt Draughn  
Kay Honeycutt Draughn, CMC, NCMCC  
Clerk to the Board

### **DSS - ANNUAL MEMORANDUM OF UNDERSTANDING BETWEEN NORTH CAROLINA DIVISION OF HEALTH AND HUMAN SERVICES AND BURKE COUNTY**

N.C. General Statute 108A-74 requires all counties to enter into an annual agreement with the Department of Health and Human Services for all social services programs excluding medical assistance (Medicaid). The law requires the agreement to contain certain performance requirements and administrative responsibilities related to the social services programs. The following agreement is the annual Memorandum of Understanding (Fiscal year 2019 - 20) Between the North Carolina Department of Health and Human Services and Burke County. Due to time restrictions, the Interim DSS Director was directed by the County Manager to execute the agreement and submit to the state on July 19, 2019.

**Motion: To approve and ratify the Annual Memorandum of Understanding (Fiscal year 2019 - 20) between the North Carolina Department of Health and Human Services and Burke County as presented.**

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

### **GENERAL SERVICES - SOLID WASTE DIVISION - LABELLA ASSOCIATES ANNUAL SERVICES FY20**

Burke County has operated a Construction and Demolition (C&D) landfill at the John's River Waste Management Facility since 1998. The operation of a C&D landfill comes with State requirements for monitoring and reporting. These services are necessary in order to continue the operation of the landfill. The services are provided on an annual basis by LaBella Associates formerly known as Joyce Engineering, Inc. Additional work required by the State includes quarterly landfill gas monitoring at Johns River, East Burke and Kirksey Drive Landfills; design and construction administration of Gas Extraction Units at Johns River Landfill and Landfill Gas remediation at East Burke/Kirksey Dr. Landfills. Construction cost for Gas Extraction Units and Landfill Gas Remediation are included as capital improvement items in the FY 20 budget. A contract is needed to perform the engineering tasks required by NCDEQ Division of Waste Management. The proposed contract with LaBella Associates formerly known as Joyce Engineering, Inc. is attached to this item for review. (Note: Contracts over \$90,000 require

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Board approval.)

**Budgetary Effect:** Funding for this expenditure was included in the FY 20 budget.

Task 01 - General Consulting (estimated)	\$ 20,000
Task 02 - Semiannual Water Quality Sampling & Analysis (fixed)	\$ 66,000
Task 03 - Semiannual Water Quality Reporting (fixed)	\$ 26,000
Task 04 - Quarterly Landfill Gas Monitoring (fixed)	\$ 8,000
Task 05 – Landfill Gas Extraction Systems	\$ 6,000
Task 06 – Landfill Gas Remediation for East Burke and Kirksey Drive Landfills	\$ 55,000

**Total of proposed tasks** **\$181,000**

**Motion: To approve a contract with LaBella Associates formerly known as Joyce Engineering for \$181,000, subject to review and/or revision by the County Attorney and authorize the County Manager to execute the contract on behalf of the Board.**

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

**SHERIFF - RESOLUTION DONATING SURPLUS RADIOS TO GLEN ALPINE POLICE DEPARTMENT**

The Sheriff’s Office is requesting to donate three (3) XTS 2500 radios to the Glen Alpine Police Department. The XTS 2500 radio is no longer supported by Motorola and has been replaced by the Sheriff’s office with newer APX600 radio. A formal request was made by Chief Rodney Cox of the Glen Alpine Police Department and a copy has been attached. The estimated value of the radios is approximately \$700 each for a total of \$2,100. The following resolution permits the County to donate the radios to the Glen Alpine Police Department as authorized by NCGS 160A-274.

**Motion: To adopt Resolution No. 2019-15.**

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

Resolution No. 2019-15 reads as follows:

Burke County  
North Carolina

Resolution Approving Conveyance of Property to  
Another Unit of Government in North Carolina  
Pursuant to G.S. 160A-274

WHEREAS, the County of Burke owns three (3) XTS 2500 radios that are no longer needed and declared as surplus property by the County Manager; and

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WHEREAS, North Carolina General Statute § 160A-274 authorizes a governmental unit in this state to exchange with, lease to, lease from, sell to, or purchase from any other governmental unit any interest in real or personal property upon such terms and conditions as the governmental unit deems wise, with or without consideration; and

WHEREAS, the County of Burke has determined that it is in the best interest of the County to convey three (3) XTS 2500 radios to the Glen Alpine Police Department and deems it wise to do so for no consideration.

Therefore, the Burke County Board of Commissioners resolves that:

1. The County of Burke hereby conveys to the Glen Alpine Police Department without consideration the following XTS 2500 Radios
  - a. Serial # 205CNR 1047
  - b. Serial # 205CLH 0044
  - c. Serial # 205CLH 0065
2. The property herein described shall be conveyed for no consideration after adoption of the resolution.
3. The Board Chairman of Burke County Commissioners and the County Manager are authorized to execute all documents necessary to convey the property in the manner authorized by this Resolution.

Adopted this 20<sup>th</sup> day of August 2019.

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

Attest:

/s/ Kay Honeycutt Draughn  
 Kay Honeycutt Draughn, CMC, NCMCC  
 Clerk to the Board

#### **TAX DEPT. - TAX COLLECTION REPORT FOR JULY 2019**

The Board of Commissioners is presented with the Tax Collection Report for the period between July 1, 2019 and July 31, 2019. It reflects the status of collections by the Burke County Tax Collection's Staff. Included is the status comparing Collections to Levy and comparing Collections to Budget. Levy information is for Property Tax only and does not include the Vehicle Tax.

The information below is comparing Tax Collections to the Tax Levy. Tax Levy is the total taxable property value times the tax rate. This does not include Motor Vehicle Tax. The levy changes monthly with the addition of discoveries, other changes or corrections and when Public Utility values are added.

Category	Tax Levy	Amount Collected YTD	Balance to Collect	% Collected
Property Tax	\$42,982,429.00	\$19,191,965.07	\$23,790,463.48	44.65%

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

Category	Annual Budget	Amount Collected YTD	Balance to Collect	% Collected
Current Year Taxes	\$48,070,000.00	\$19,630,021.87	\$28,439,978.13	40.84%
Delinquent Taxes	\$650,000.00	\$97,943.42	\$552,056.58	15.07%
Late List Penalty	\$250,000.00	\$22,555.71	\$227,444.29	9.02%

Category	Annual Budget	Amount Collected YTD	Balance to Collect	% Collected
Property Tax	\$43,470,000.00	\$19,191,965.07	\$24,278,034.93	44.15%
Motor Vehicle Tax	\$4,600,000.00	\$438,056.80	\$4,161,943.20	9.52%

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

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

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

#### TAX DEPT. - RELEASE REFUND REPORT FOR JULY 2019

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

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

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

Tax System Refunds and Releases				
	Report Amount	Rebilled Amount	Net Release	Refund Amount
Releases (TR-304)	\$104,351.36	\$84,879.59	\$17,471.77	\$1,819.83

VTS Refunds Over \$100	
	Refund Amount
VTS Adjustments	\$126.62

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

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

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

Tax Reports:

TR-304 BILL RELEASE REPORT JULY 2019

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount	
TAX DISTRICT: BURKE COUNTY      RELEASE REASON: Adjustment									
0000018516-2019-2019-0000-01-REG	COFFEY, LOUISE L	7/1/2019	CONNIE HOLDER	7/19/2019	590.77	590.77	0.00	626.77	
0000028562-2019-2019-0000-01-REG	WILLIAMSON, IMOGENE L	7/1/2019	CONNIE HOLDER	7/17/2019	605.62	605.62	0.00	641.62	
0000039129-2019-2019-0000-01-REG	STEDMAN, JAMES WALTER	7/1/2019	CONNIE HOLDER	7/17/2019	1,641.55	1,641.55	0.00	1,677.55	
0000039333-2019-2019-0000-00-REG	PEELER, FRANCES H	7/1/2019	CONNIE HOLDER	7/8/2019	241.35	241.35	0.00	451.60	
0000042061-2019-2019-0000-00-REG	BURKE, KATIE	7/1/2019	CONNIE HOLDER	7/23/2019	1,554.39	1,554.39	0.00	1,554.39	
0000052130-2019-2019-0000-01-REG	PERRIGAN, LINDA D	7/1/2019	CONNIE HOLDER	7/17/2019	514.77	514.77	0.00	325.86	
0000052130-2019-2019-0000-02-REG	BAILEY, BRIAN DEWAYNE	7/1/2019	CONNIE HOLDER	7/25/2019	550.77	550.77	0.00	325.86	
0000052130-2019-2019-0000-03-REG	PERRIGAN, LINDA D	7/1/2019	CONNIE HOLDER	7/25/2019	325.86	325.86	0.00	289.86	
0000078817-2019-2019-0000-00-REG	GREATAMERICA FINANCIAL SERVICE	7/1/2019	LINDA WILBUR	7/18/2019	83.30	4.05	79.25	0.00	
0000083017-2019-2019-0000-01-REG	SALGUERO, JOSE ANTONIO	7/1/2019	CONNIE HOLDER	7/22/2019	102.05	102.05	0.00	138.05	
0024009534-2019-2019-0000-00-REG	WALKER, WILLIAM R JR	7/1/2019	LINDA WILBUR	7/23/2019	30.96	30.96	0.00	30.96	
0024009854-2019-2019-0000-00-REG	JONAS, JACK O	7/1/2019	LINDA WILBUR	7/22/2019	318.87	3.48	315.39	0.00	
0024022699-2019-2018-0000-00-REG	LENDMARK FINANCIAL SERVICES LLC	7/3/2019	RENEE AUSTIN	7/3/2019	790.10	102.52	687.58	0.00	
0024033359-2019-2019-0000-00-REG	FLYNN, GABRIEL ALLEN	7/1/2019	RENEE AUSTIN	7/24/2019	26.10	17.99	8.11	0.00	
<b>Subtotal</b>					<b>6,286.13</b>		<b>6,062.52</b>		
TAX DISTRICT: BURKE COUNTY      RELEASE REASON: Amended Listing									
0024020194-2019-2019-0000-00-REG	KING, TIMOTHY L	7/1/2019	RENEE AUSTIN	7/19/2019	4.17	2.43	1.74	0.00	
0024022699-2019-2019-0000-00-REG	LENDMARK FINANCIAL SERVICES LLC	7/1/2019	RENEE AUSTIN	7/3/2019	173.76	173.76	0.00	726.84	

REMOVE AGE EX LFUF  
REMOVE VET EX  
REMOVED AGE EX  
RELEASE AGE EX  
REMOVED AGE EX LFUF

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Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount
0024039875-2019-2019-0000-00-REG	CARSWELL, EVA ESTELLE	7/1/2019	BARBARA HARTLEY	7/16/2019	30.02	30.02	0.00	33.02
<b>Subtotal</b>						<b>206.21</b>		<b>759.86</b>

TAX DISTRICT: BURKE COUNTY RELEASE REASON: Deceased

0000018516-2019-2019-0000-00-REG	COFFEY, LOUISE L	7/1/2019	CONNIE HOLDER	7/19/2019	351.14	351.14	0.00	590.77	REMOVE AGE EX
0000081938-2019-2019-0000-00-REG	LEE, ROY G JR	7/1/2019	LINDA WILBUR	7/23/2019	7.82	7.82	0.00	0.00	
0000083017-2019-2019-0000-00-REG	SALGUERO, JOSE ANTONIO	7/1/2019	CONNIE HOLDER	7/22/2019	36.00	36.00	0.00	102.05	
<b>Subtotal</b>						<b>394.96</b>		<b>692.82</b>	

TAX DISTRICT: BURKE COUNTY RELEASE REASON: Discovery Billing

0024033792-2019-2019-0000-00-REG	SMITH, DENNIS EARL	7/1/2019	AMANDA CONLEY	7/26/2019	231.28	231.28	0.00	375.28
<b>Subtotal</b>						<b>231.28</b>		<b>375.28</b>

TAX DISTRICT: BURKE COUNTY RELEASE REASON: Duplicate Billing

0000078906-2019-2019-0000-00-REG	STAMEY, MARK RANDAL	7/1/2019	CONNIE HOLDER	7/29/2019	59.08	29.54	29.54	0.00
0000084554-2014-2014-0000-00-REG	GRIMMETT, GREG	7/1/2014	CONNIE HOLDER	7/23/2019	44.32	44.32	0.00	0.00
0000084554-2015-2015-0000-00-REG	GRIMMETT, GREG	7/1/2015	CONNIE HOLDER	7/23/2019	39.91	39.91	0.00	0.00
0000084554-2016-2016-0000-00-REG	GRIMMETT, GREG	7/1/2016	CONNIE HOLDER	7/23/2019	35.94	35.94	0.00	0.00
0000084554-2017-2017-0000-00-REG	GRIMMETT, GREG	7/1/2017	CONNIE HOLDER	7/23/2019	30.06	30.06	0.00	0.00
0000084554-2018-2018-0000-00-REG	GRIMMETT, GREG	7/1/2018	CONNIE HOLDER	7/23/2019	27.07	27.07	0.00	0.00
0000084554-2019-2019-0000-00-REG	GRIMMETT, GREG	7/1/2019	CONNIE HOLDER	7/23/2019	26.80	26.80	0.00	0.00
0024026021-2018-2018-0000-00-REG	BLEDSE, BILLY	7/1/2018	LINDA WILBUR	7/31/2019	201.80	201.80	0.00	0.00

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TR-304 BILL RELEASE REPORT JULY 2019

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount
0024026021-2019-2019-0000-00-REG	BLEDSE, BILLY	7/1/2019	LINDA WILBUR	7/31/2019	199.93	199.93	0.00	0.00
<b>Subtotal</b>						<b>635.37</b>		<b>0.00</b>

TAX DISTRICT: BURKE COUNTY RELEASE REASON: Exempt Property

0024027456-2018-2018-0000-00-REG	BELLSOUTH	8/2/2018	LINDA WILBUR	7/15/2019	3.36	3.36	0.00	0.00	GAP BILL
0024029097-2018-2018-0000-00-REG	GRACE HOSPITAL	8/2/2018	LINDA WILBUR	7/15/2019	49.92	49.92	0.00	0.00	GAP BILL
<b>Subtotal</b>						<b>53.28</b>		<b>0.00</b>	

TAX DISTRICT: BURKE COUNTY RELEASE REASON: Not in Burke County

0000086923-2019-2019-0000-00-REG	WHITE, JOHN STEVEN	7/1/2019	CONNIE HOLDER	7/18/2019	296.49	250.20	46.29	0.00
<b>Subtotal</b>						<b>250.20</b>		<b>0.00</b>

TAX DISTRICT: BURKE COUNTY RELEASE REASON: Regular Bill Created

0000000131-2019-2019-0000-00-PRV	HUTCHINS, DAWN CLARKE	6/3/2019	SCOTT BLACK	7/1/2019	1,057.31	1,057.31	0.00	1,057.31	PRE-PMT
0000001100-2019-2019-0000-00-PRV	PUCKETT, ANAISE B	6/6/2019	SCOTT BLACK	7/1/2019	585.48	585.48	0.00	585.48	PRE-PMT
0000001676-2019-2019-0000-00-PRV	KD BOWERS LLC	6/14/2019	SCOTT BLACK	7/1/2019	642.92	642.92	0.00	642.92	PRE-PMT
0000005694-2019-2019-0000-00-PRV	WORTMAN, TOMMY RAY	1/2/2019	SCOTT BLACK	7/1/2019	360.81	360.81	0.00	360.81	PRE-PMT
0000005695-2019-2019-0000-00-PRV	WORTMAN, TOMMY RAY	1/2/2019	SCOTT BLACK	7/1/2019	138.40	138.40	0.00	138.40	PRE-PMT
0000006158-2019-2019-0000-00-PRV	MILLER, JERIT D	3/1/2019	SCOTT BLACK	7/1/2019	507.54	507.54	0.00	507.54	PRE-PMT
0000006520-2019-2019-0000-00-PRV	SIMPSON, MARY ERWIN	3/13/2019	SCOTT BLACK	7/1/2019	58.90	58.90	0.00	58.90	PRE-PMT
0000006523-2019-2019-0000-00-PRV	BRISTOL, SANDRA KAY	2/11/2019	SCOTT BLACK	7/1/2019	238.43	238.43	0.00	238.43	PRE-PMT
0000008737-2019-2019-0000-00-PRV	SEMET, JEANNE	6/6/2019	SCOTT BLACK	7/1/2019	76.73	76.73	0.00	76.73	PRE-PMT

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Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount	
0000009327-2019-2019-0000-00-PRV	WHISENANT, TONYA	3/8/2019	SCOTT BLACK	7/1/2019	1,112.28	1,112.28	0.00	1,112.28	PRE-PMT
0000010308-2019-2019-0000-00-PRV	BROWN, JAMES C	1/17/2019	SCOTT BLACK	7/1/2019	534.63	534.63	0.00	534.63	PRE-PMT
0000010309-2019-2019-0000-00-PRV	BROWN, JAMES C	1/17/2019	SCOTT BLACK	7/1/2019	475.82	475.82	0.00	475.82	PRE-PMT
0000010341-2019-2019-0000-00-PRV	HARRIS, AMANDA	3/19/2019	SCOTT BLACK	7/1/2019	794.86	794.86	0.00	794.86	PRE-PMT
0000011694-2019-2019-0000-00-PRV	DOCKERY, CATHY M	12/27/2018	SCOTT BLACK	7/1/2019	435.37	435.37	0.00	435.37	PRE-PMT
0000012254-2019-2019-0000-00-PRV	THOMAS, BONNIE JEAN	2/15/2019	SCOTT BLACK	7/1/2019	867.54	867.54	0.00	867.54	PRE-PMT
0000012709-2019-2019-0000-00-PRV	SMITH, CHARLES DEAN	1/24/2019	SCOTT BLACK	7/1/2019	326.35	326.35	0.00	326.35	PRE-PMT
0000012850-2019-2019-0000-00-PRV	SCALISE, DOUGLAS L	2/6/2019	SCOTT BLACK	7/1/2019	1,054.84	1,054.84	0.00	1,054.84	PRE-PMT
0000013156-2019-2019-0000-00-PRV	CROWDER, JUDY K	6/6/2019	SCOTT BLACK	7/1/2019	223.67	223.67	0.00	223.67	PRE-PMT
0000013288-2019-2019-0000-00-PRV	OSBORNE, ALAN A	6/21/2019	SCOTT BLACK	7/1/2019	860.10	860.10	0.00	860.10	PRE-PMT
0000013903-2019-2019-0000-00-PRV	BUCHANAN, MICKEY D	12/19/2018	SCOTT BLACK	7/1/2019	884.56	884.56	0.00	884.56	PRE-PMT
0000014335-2019-2019-0000-00-PRV	POWELL, DENNIS CHARLES	1/31/2019	SCOTT BLACK	7/1/2019	1,063.92	1,063.92	0.00	1,063.92	PRE-PMT
0000014381-2019-2019-0000-00-PRV	CARREL, GEORGE T	5/2/2019	SCOTT BLACK	7/1/2019	621.79	621.79	0.00	621.79	PRE-PMT
0000015671-2019-2019-0000-00-PRV	BROWN, JAMES C	1/15/2019	SCOTT BLACK	7/1/2019	2,538.98	2,538.98	0.00	2,538.98	PRE-PMT
0000015673-2019-2019-0000-00-PRV	BROWN, JAMES	1/15/2019	SCOTT BLACK	7/1/2019	203.47	203.47	0.00	203.47	PRE-PMT
0000017253-2019-2019-0000-00-PRV	BROWN, JAMES C JR	1/17/2019	SCOTT BLACK	7/1/2019	283.90	283.90	0.00	283.90	PRE-PMT
0000019151-2019-2019-0000-00-PRV	GREENE, CORA L	2/1/2019	SCOTT BLACK	7/1/2019	207.79	207.79	0.00	207.79	PRE-PMT
0000019271-2019-2019-0000-00-PRV	VINES, JAMES	5/7/2019	SCOTT BLACK	7/1/2019	613.87	613.87	0.00	613.87	PRE-PMT
0000020192-2019-2019-0000-00-PRV	GREENE, CORA L	2/1/2019	SCOTT BLACK	7/1/2019	536.27	536.27	0.00	536.27	PRE-PMT

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TR-304 BILL RELEASE REPORT JULY 2019

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount	
0000020377-2019-2019-0000-00-PRV	BRAGG, DANIEL	2/8/2019	SCOTT BLACK	7/1/2019	561.47	561.47	0.00	561.47	PRE-PMT
0000021847-2019-2019-0000-00-PRV	SHUFORD, BETTY H	6/6/2019	SCOTT BLACK	7/1/2019	1,017.52	1,017.52	0.00	1,017.52	PRE-PMT
0000022619-2019-2019-0000-00-PRV	BENTON, BARRY C	3/7/2019	SCOTT BLACK	7/1/2019	926.21	926.21	0.00	926.21	PRE-PMT
0000023149-2019-2019-0000-00-PRV	DAVIS, GREGORY J	1/25/2019	SCOTT BLACK	7/1/2019	630.20	630.20	0.00	630.20	PRE-PMT
0000023627-2019-2019-0000-00-PRV	HURD, STEPHEN E	12/18/2018	SCOTT BLACK	7/1/2019	4,505.54	4,505.54	0.00	4,505.54	PRE-PMT
0000024905-2019-2019-0000-00-PRV	RIPPEY, DONALD WESLEY	2/26/2019	SCOTT BLACK	7/1/2019	250.64	250.64	0.00	250.64	PRE-PMT
0000025899-2019-2019-0000-00-PRV	REEP, ROBERT L	5/24/2019	SCOTT BLACK	7/1/2019	335.92	335.92	0.00	335.92	PRE-PMT
0000030775-2019-2019-0000-00-PRV	PLASTER, JESSE B	12/7/2018	SCOTT BLACK	7/1/2019	3,785.94	3,785.94	0.00	3,785.94	PRE-PMT
0000031423-2019-2019-0000-00-PRV	YACKENOVICH, EDWARD M	1/11/2019	SCOTT BLACK	7/1/2019	2,732.98	2,732.98	0.00	2,732.98	PRE-PMT
0000031765-2019-2019-0000-00-PRV	SHEETS, DON W	6/4/2019	SCOTT BLACK	7/1/2019	2,261.03	2,261.03	0.00	2,261.03	PRE-PMT
0000031769-2019-2019-0000-00-PRV	MOTOWN 105, LLC	1/23/2019	SCOTT BLACK	7/1/2019	2,268.45	2,268.45	0.00	2,268.45	PRE-PMT
0000032069-2019-2019-0000-00-PRV	DISE, CHRISTOPHER W	3/28/2019	SCOTT BLACK	7/1/2019	409.22	409.22	0.00	409.22	PRE-PMT
0000032073-2019-2019-0000-00-PRV	INGLE, BETTY D	6/6/2019	SCOTT BLACK	7/1/2019	1,044.08	1,044.08	0.00	1,044.08	PRE-PMT
0000032255-2019-2019-0000-00-PRV	LAKE RHODHISS DEVELOPMENT LLC	4/5/2019	SCOTT BLACK	7/1/2019	181.05	181.05	0.00	181.05	PRE-PMT
0000032256-2019-2019-0000-00-PRV	LAKE RHODHISS DEVELOPMENT LLC	4/1/2019	SCOTT BLACK	7/1/2019	180.01	180.01	0.00	180.01	PRE-PMT
0000032257-2019-2019-0000-00-PRV	LAKE RHODHISS DEVELOPMENT LLC	4/24/2019	SCOTT BLACK	7/1/2019	178.27	178.27	0.00	178.27	PRE-PMT
0000032267-2019-2019-0000-00-PRV	LAKE RHODHISS DEVELOPMENT LLC	5/21/2019	SCOTT BLACK	7/1/2019	396.71	396.71	0.00	396.71	PRE-PMT
0000032510-2019-2019-0000-00-PRV	LAKE RHODHISS DEVELOPMENT LLC	6/3/2019	SCOTT BLACK	7/1/2019	510.83	510.83	0.00	510.83	PRE-PMT
0000032724-2019-2019-0000-00-PRV	FLEX PARTNERS, LLC	4/1/2019	SCOTT BLACK	7/1/2019	473.23	473.23	0.00	473.23	PRE-PMT

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Minutes Acceptance: Minutes of Aug 20, 2019 6:00 PM (APPROVAL OF MEETING MINUTES)

TR-304 BILL RELEASE REPORT JULY 2019

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount	
0000032832-2019-2019-0000-00-PRV	BROWN, SUNNY NELL	1/15/2019	SCOTT BLACK	7/1/2019	129.37	129.37	0.00	129.37	PRE-PMT
0000033338-2019-2019-0000-00-PRV	POWELL, MATTHEW	1/24/2019	SCOTT BLACK	7/1/2019	70.92	70.92	0.00	70.92	PRE-PMT
0000033571-2019-2019-0000-00-PRV	BRAGG, DANIEL ALAN	2/8/2019	SCOTT BLACK	7/1/2019	1,528.95	1,528.95	0.00	1,528.95	PRE-PMT
0000033612-2019-2019-0000-00-PRV	SMITH, CHARLES DEAN	4/16/2019	SCOTT BLACK	7/1/2019	281.15	281.15	0.00	281.15	PRE-PMT
0000035571-2019-2019-0000-00-PRV	LINGLE, PATRICIA	2/8/2019	SCOTT BLACK	7/1/2019	1,134.76	1,134.76	0.00	1,134.76	PRE-PMT
0000036637-2019-2019-0000-00-PRV	LOVELACE, MARY FRANCES LAIL	1/4/2019	SCOTT BLACK	7/1/2019	949.37	949.37	0.00	949.37	PRE-PMT
0000036638-2019-2019-0000-00-PRV	LOVELACE, MARY LAIL	5/8/2019	SCOTT BLACK	7/1/2019	244.10	244.10	0.00	244.10	PRE-PMT
0000037561-2019-2019-0000-00-PRV	FREEMAN, WESLEY SCOTT	2/19/2019	SCOTT BLACK	7/1/2019	430.30	430.30	0.00	430.30	PRE-PMT
0000037853-2019-2019-0000-00-PRV	SMITH, CHARLES DEAN	1/24/2019	SCOTT BLACK	7/1/2019	138.40	138.40	0.00	138.40	PRE-PMT
0000038084-2019-2019-0000-00-PRV	CARTWRIGHT, LESLIE D	6/19/2019	SCOTT BLACK	7/1/2019	1,331.18	1,331.18	0.00	1,331.18	PRE-PMT
0000038986-2019-2019-0000-00-PRV	ACUFF, PEGGI P	2/6/2019	SCOTT BLACK	7/1/2019	214.46	214.46	0.00	214.46	PRE-PMT
0000039387-2019-2019-0000-00-PRV	ERVIN, WOODROW JR	3/13/2019	SCOTT BLACK	7/1/2019	430.80	430.80	0.00	430.80	PRE-PMT
0000039725-2019-2019-0000-00-PRV	STORE MASTER FUNDING V LLC	5/2/2019	SCOTT BLACK	7/1/2019	10,554.89	10,554.89	0.00	10,554.89	PRE-PMT
0000039822-2019-2019-0000-00-PRV	CRAWLEY, BOBBY R	4/25/2019	SCOTT BLACK	7/1/2019	1,523.98	1,523.98	0.00	1,523.98	PRE-PMT
0000041138-2019-2019-0000-00-PRV	FRANKLIN, MICHAEL	6/4/2019	SCOTT BLACK	7/1/2019	214.29	214.29	0.00	214.29	PRE-PMT
0000043203-2019-2019-0000-00-PRV	BROWN, JAMES C	1/17/2019	SCOTT BLACK	7/1/2019	444.69	444.69	0.00	444.69	PRE-PMT
0000043208-2019-2019-0000-00-PRV	BROWN, JAMES	1/17/2019	SCOTT BLACK	7/1/2019	391.64	391.64	0.00	391.64	PRE-PMT
0000043209-2019-2019-0000-00-PRV	BROWN, JAMES C	1/17/2019	SCOTT BLACK	7/1/2019	397.18	397.18	0.00	397.18	PRE-PMT
0000045505-2019-2019-0000-00-PRV	BROWN, JAMES C	1/15/2019	SCOTT BLACK	7/1/2019	115.93	115.93	0.00	115.93	PRE-PMT

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TR-304 BILL RELEASE REPORT JULY 2019

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount	
0000046430-2019-2019-0000-00-PRV	BROWN, JAMES C	1/15/2019	SCOTT BLACK	7/1/2019	126.65	126.65	0.00	126.65	PRE-PMT
0000046461-2019-2019-0000-00-PRV	BROWN, JAMES C	1/15/2019	SCOTT BLACK	7/1/2019	117.73	117.73	0.00	117.73	PRE-PMT
0000046848-2019-2019-0000-00-PRV	LUKOMSKI, CHRISTOPHER B	6/12/2019	SCOTT BLACK	7/1/2019	373.05	373.05	0.00	373.05	PRE-PMT
0000046883-2019-2019-0000-00-PRV	MC FARLAND, CONNIE T	5/29/2019	SCOTT BLACK	7/1/2019	1,153.92	1,153.92	0.00	1,153.92	PRE-PMT
0000046907-2019-2019-0000-00-PRV	WNUK, JAMES GREGORY	2/26/2019	SCOTT BLACK	7/1/2019	384.68	384.68	0.00	384.68	PRE-PMT
0000047641-2019-2019-0000-00-PRV	HUTCHINS, DAWN CLARKE	6/3/2019	SCOTT BLACK	7/1/2019	444.20	444.20	0.00	444.20	PRE-PMT
0000049380-2019-2019-0000-00-PRV	HAYES, STEVEN	2/15/2019	SCOTT BLACK	7/1/2019	846.63	846.63	0.00	846.63	PRE-PMT
0000049730-2019-2019-0000-00-PRV	ROSS, ANDREW W	12/31/2018	SCOTT BLACK	7/1/2019	2,877.46	2,877.46	0.00	2,877.46	PRE-PMT
0000049817-2019-2019-0000-00-PRV	STAMEY, ARTIST N	5/8/2019	SCOTT BLACK	7/1/2019	330.07	330.07	0.00	330.07	PRE-PMT
0000051048-2019-2019-0000-00-PRV	MARTIN, MABRY E	12/7/2018	SCOTT BLACK	7/1/2019	1,410.43	1,410.43	0.00	1,410.43	PRE-PMT
0000051143-2019-2019-0000-00-PRV	RUSS, MICHAEL S	6/5/2019	SCOTT BLACK	7/1/2019	74.56	74.56	0.00	74.56	PRE-PMT
0000051582-2019-2019-0000-00-PRV	PARRINO, SALVATORE S	6/18/2019	SCOTT BLACK	7/1/2019	887.54	887.54	0.00	887.54	PRE-PMT
0000052366-2019-2019-0000-00-PRV	LAKE RHODHISS DEVELOPMENT LLC	4/1/2019	SCOTT BLACK	7/1/2019	175.84	175.84	0.00	175.84	PRE-PMT
0000052574-2019-2019-0000-00-PRV	LAKE RHODHISS DEVELOPMENT LLC	4/1/2019	SCOTT BLACK	7/1/2019	176.53	176.53	0.00	176.53	PRE-PMT
0000052576-2019-2019-0000-00-PRV	LAKE RHODHISS DEVELOPMENT LLC	4/1/2019	SCOTT BLACK	7/1/2019	175.84	175.84	0.00	175.84	PRE-PMT
0000052580-2019-2019-0000-00-PRV	LAKE RHODHISS DEVELOPMENT LLC	4/1/2019	SCOTT BLACK	7/1/2019	175.84	175.84	0.00	175.84	PRE-PMT
0000052583-2019-2019-0000-00-PRV	LAKE RHODHISS DEVELOPMENT LLC	4/1/2019	SCOTT BLACK	7/1/2019	174.79	174.79	0.00	174.79	PRE-PMT
0000052592-2019-2019-0000-00-PRV	LAKE RHODHISS DEVELOPMENT LLC	4/1/2019	SCOTT BLACK	7/1/2019	182.09	182.09	0.00	182.09	PRE-PMT
0000052685-2019-2019-0000-00-PRV	LAKE RHODHISS DEVELOPMENT LLC	4/24/2019	SCOTT BLACK	7/1/2019	178.34	178.34	0.00	178.34	PRE-PMT

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TR-304 BILL RELEASE REPORT JULY 2019

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount	
0000052718-2019-2019-0000-00-PRV	SANCHEZ, MAURICIO ESTEBAN	5/8/2019	SCOTT BLACK	7/1/2019	280.99	280.99	0.00	280.99	PRE-PMT
0000052720-2019-2019-0000-00-PRV	LAKE RHODHISS DEVELOPMENT LLC	4/1/2019	SCOTT BLACK	7/1/2019	408.80	408.80	0.00	408.80	PRE-PMT
0000052789-2019-2019-0000-00-PRV	LAKE RHODHISS DEVELOPMENT LLC	4/1/2019	SCOTT BLACK	7/1/2019	261.81	261.81	0.00	261.81	PRE-PMT
0000052824-2019-2019-0000-00-PRV	LAKE RHODHISS DEVELOPMENT LLC	4/1/2019	SCOTT BLACK	7/1/2019	174.58	174.58	0.00	174.58	PRE-PMT
0000052839-2019-2019-0000-00-PRV	LAKE RHODHISS DEVELOPMENT LLC	4/24/2019	SCOTT BLACK	7/1/2019	397.26	397.26	0.00	397.26	PRE-PMT
0000052929-2019-2019-0000-00-PRV	LAKE RHODHISS DEVELOPMENT LLC	5/21/2019	SCOTT BLACK	7/1/2019	183.97	183.97	0.00	183.97	PRE-PMT
0000052981-2019-2019-0000-00-PRV	LAKE RHODHISS DEVELOPMENT LLC	5/8/2019	SCOTT BLACK	7/1/2019	184.87	184.87	0.00	184.87	PRE-PMT
0000053303-2019-2019-0000-00-PRE	WOODS, BRIAN K	4/22/2019	SCOTT BLACK	7/1/2019	190.08	190.08	0.00	190.08	PRE-PMT
0000053304-2019-2019-0000-00-PRV	MITCHELL, LISA	3/12/2019	SCOTT BLACK	7/1/2019	1,672.27	1,672.27	0.00	1,672.27	PRE-PMT
0000058506-2019-2019-0000-00-PRV	HARRIS, KAY DECKER	3/7/2019	SCOTT BLACK	7/1/2019	333.89	333.89	0.00	333.89	PRE-PMT
0000070626-2019-2019-0000-00-PRV	ROMERO, SIDNEY JOSEPH	3/4/2019	SCOTT BLACK	7/1/2019	98.35	98.35	0.00	98.35	PRE-PMT
0000072017-2019-2019-0000-00-PRV	PEACH, DONALD JR JR	4/5/2019	SCOTT BLACK	7/1/2019	16.37	16.37	0.00	16.37	PRE-PMT
0000072976-2019-2019-0000-00-PRV	BAKER, JACOB AMBROSE	1/28/2019	SCOTT BLACK	7/1/2019	110.68	110.68	0.00	110.68	PRE-PMT
0000073047-2019-2019-0000-00-PRA	MINTON, SIDNEY	6/13/2019	SCOTT BLACK	7/1/2019	99.00	99.00	0.00	99.00	PRE-PMT
0000073099-2019-2019-0000-00-PRV	WALKER, MARY	5/14/2019	SCOTT BLACK	7/1/2019	93.85	93.85	0.00	93.85	PRE-PMT
0000073160-2019-2019-0000-00-PRV	THOMAS, BONNIE	2/15/2019	SCOTT BLACK	7/1/2019	96.21	96.21	0.00	96.21	PRE-PMT
0000073568-2019-2019-0000-00-PRV	WOODS, BRIAN KENT	5/14/2019	SCOTT BLACK	7/1/2019	9.80	9.80	0.00	9.80	PRE-PMT
0000080876-2019-2019-0000-00-PRV	DUCKWORTH, SHANE TRAVIS	2/7/2019	SCOTT BLACK	7/1/2019	115.59	115.59	0.00	115.59	PRE-PMT
0000085350-2019-2019-0000-00-PRV	COPE ENTERPRISES INC	4/5/2019	SCOTT BLACK	7/1/2019	5.96	5.96	0.00	5.96	PRE-PMT

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TR-304 BILL RELEASE REPORT JULY 2019

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount	
0000088283-2019-2019-0000-00-PRA	PROPST, AUDREY E	1/23/2019	SCOTT BLACK	7/1/2019	184.29	184.29	0.00	184.29	PRE-PMT
0024022477-2019-2019-0000-00-PRV	BRAGG, DANIEL A	2/8/2019	SCOTT BLACK	7/1/2019	424.23	424.23	0.00	424.23	PRE-PMT
<b>Subtotal</b>						<b>76,091.23</b>		<b>76,091.23</b>	

TAX DISTRICT: BURKE COUNTY RELEASE REASON: Release LFUF

000002839-2019-2019-0000-00-REG	GEN2 PROPERTIES, LLC	7/1/2019	AMANDA CONLEY	7/18/2019	2,850.03	1,584.00	1,266.03	0.00
000004389-2019-2019-0000-00-REG	CITY OF MORGANTON	7/1/2019	AMANDA CONLEY	7/29/2019	345.64	72.00	273.64	0.00
000007903-2019-2019-0000-00-REG	CITY OF MORGANTON	7/1/2019	AMANDA CONLEY	7/29/2019	72.00	72.00	0.00	0.00
000008761-2019-2019-0000-00-REG	CRITES, TERESA	7/1/2019	AMANDA CONLEY	7/26/2019	773.96	144.00	629.96	0.00
000013958-2019-2019-0000-00-REG	TOWN OF VALDESE	7/1/2019	AMANDA CONLEY	7/18/2019	72.00	72.00	0.00	0.00
0000020948-2019-2019-0000-00-REG	FREEMAN, JERRY S	7/1/2019	AMANDA CONLEY	7/24/2019	292.18	72.00	220.18	0.00
0000026631-2019-2019-0000-00-REG	COUNTRY SQUIRE LEASING CO LLC	7/1/2019	AMANDA CONLEY	7/30/2019	1,117.45	72.00	1,045.45	0.00
0000026887-2019-2019-0000-00-REG	DENTON, STUART	7/1/2019	AMANDA CONLEY	7/10/2019	173.53	72.00	101.53	0.00
0000027142-2015-2015-0000-00-REG	WYCOFF, BONNIE B	7/1/2015	AMANDA CONLEY	7/18/2019	1,282.95	62.00	1,220.95	0.00
0000027142-2016-2016-0000-00-REG	WYCOFF, BONNIE B	7/1/2016	AMANDA CONLEY	7/18/2019	1,288.95	65.00	1,223.95	0.00
0000027142-2017-2017-0000-00-REG	WYCOFF, BONNIE B	7/1/2017	AMANDA CONLEY	7/18/2019	1,324.52	70.00	1,254.52	0.00
0000032550-2019-2019-0000-00-REG	TOWN OF VALDESE	7/1/2019	AMANDA CONLEY	7/18/2019	72.00	72.00	0.00	0.00
0000032687-2019-2019-0000-00-REG	AUSTIN, WAYNE K	7/1/2019	AMANDA CONLEY	7/26/2019	228.73	72.00	156.73	0.00
0000070452-2019-2019-0000-00-REG	ANCO ASSOCIATES	7/1/2019	RENEE AUSTIN	7/24/2019	535.00	360.00	175.00	0.00
0024009854-2019-2019-0000-00-REG	JONAS, JACK O	7/1/2019	LINDA WILBUR	7/22/2019	315.39	72.00	243.39	0.00

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Minutes Acceptance: Minutes of Aug 20, 2019 6:00 PM (APPROVAL OF MEETING MINUTES)

TR-304 BILL RELEASE REPORT JULY 2019

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount
<b>Subtotal</b>						2,933.00	0.00	

TAX DISTRICT: BURKE COUNTY RELEASE REASON: Situs Correction

0000077370-2019-2019-0000-00-REG	OAK HILL IRON WORKS INC	7/1/2019	RENEE AUSTIN	7/25/2019	897.88	897.88	0.00	897.88
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<b>Subtotal</b>						897.88	897.88	
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TAX DISTRICT: BURKE COUNTY RELEASE REASON: Sold/Traded

0000001094-2017-2017-0000-00-REG	NEW GENERATION HOMES LLC	7/1/2017	AMANDA CONLEY	7/23/2019	373.61	373.61	0.00	0.00
0000001094-2018-2018-0000-00-REG	NEW GENERATION HOMES LLC	7/1/2018	AMANDA CONLEY	7/23/2019	373.61	373.61	0.00	0.00
0000001094-2019-2019-0000-00-REG	NEW GENERATION HOMES LLC	7/1/2019	AMANDA CONLEY	7/23/2019	200.12	200.12	0.00	0.00
0000003411-2019-2019-0000-00-REG	COOK, CECIL ROBERT JR	7/1/2019	BARBARA HARTLEY	7/25/2019	492.06	4.59	487.47	0.00
0000017225-2019-2019-0000-00-REG	JOHNSON, LARRY W	7/1/2019	LINDA WILBUR	7/3/2019	853.04	853.04	0.00	853.04
0000017225-2019-2019-0000-01-REG	JOHNSON, LARRY W	7/1/2019	CONNIE HOLDER	7/5/2019	853.04	853.04	0.00	1,165.79
0000018653-2019-2019-0000-00-REG	KUENTZEL PROPERTIES LLC	7/1/2019	AMANDA CONLEY	7/22/2019	683.50	683.50	0.00	264.18
0000018655-2019-2019-0000-00-REG	KUENTZEL PROPERTIES LLC	7/1/2019	AMANDA CONLEY	7/22/2019	1,484.94	1,484.94	0.00	127.53
0000028562-2019-2019-0000-00-REG	WILLIAMSON, IMOGENE L	7/1/2019	CONNIE HOLDER	7/17/2019	341.13	341.13	0.00	605.62
0000033368-2019-2019-0000-00-REG	KUENTZEL PROPERTIES LLC	7/1/2019	AMANDA CONLEY	7/22/2019	823.32	823.32	0.00	71.21
0000039129-2019-2019-0000-00-REG	STEDMAN, JAMES WALTER	7/1/2019	CONNIE HOLDER	7/17/2019	852.65	852.65	0.00	1,641.55
0000039791-2019-2019-0000-00-REG	ACUFF, FAYE I.	7/1/2019	CONNIE HOLDER	7/25/2019	239.80	6.12	233.68	0.00
0000042061-2019-2019-0000-01-REG	BURKE, KATIE	7/1/2019	CONNIE HOLDER	7/23/2019	1,554.39	1,554.39	0.00	0.00
0000052130-2019-2019-0000-00-REG	PERRIGAN, LINDA D	7/1/2019	CONNIE HOLDER	7/17/2019	289.86	289.86	0.00	0.00

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TR-304 BILL RELEASE REPORT JULY 2019

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount
0000078400-2019-2019-0000-00-REG	YANG, XIONG CHUE	7/1/2019	RENEE AUSTIN	7/22/2019	22.75	22.75	0.00	0.00
0000082829-2019-2019-0000-00-REG	GREENE, JERRY ROBERT	7/1/2019	BARBARA HARTLEY	7/26/2019	2.30	2.30	0.00	0.00
0000086858-2019-2019-0000-00-REG	CALDWELL, GARY J	7/1/2019	RENEE AUSTIN	7/24/2019	7.37	7.37	0.00	0.00
0000087039-2019-2019-0000-00-REG	Z TRANZ LLC	7/1/2019	LINDA WILBUR	7/24/2019	80.28	18.13	62.15	0.00
0024007784-2019-2019-0000-00-REG	Z TRANZ LLC	7/1/2019	LINDA WILBUR	7/25/2019	143.80	34.47	109.33	0.00
0024024568-2019-2019-0000-00-REG	RECTOR, BILLY R	7/1/2019	RENEE AUSTIN	7/30/2019	185.32	185.32	0.00	0.00
0024033480-2019-2019-0000-00-REG	BROWN, SHELLY	7/1/2019	CONNIE HOLDER	7/29/2019	30.58	30.58	0.00	0.00
<b>Subtotal</b>						8,994.84	4,728.92	

TAX DISTRICT: BURKE COUNTY RELEASE REASON: Value Change

0000013308-2019-2019-0000-00-REG	HOLT CONNELLY SPRINGS LLC	7/1/2019	AMANDA CONLEY	7/17/2019	6,371.29	653.07	5,718.22	0.00
0000021029-2019-2019-0000-00-REG	NG FOREST CITY LLC	7/1/2019	AMANDA CONLEY	7/17/2019	8,003.64	307.93	7,695.71	0.00
0000022723-2019-2019-0000-00-REG	BROWN, TRUDY GAIL	7/1/2019	AMANDA CONLEY	7/17/2019	229.73	36.80	192.93	0.00
0000023009-2019-2019-0000-00-REG	MORETZ, ALBON T	7/1/2019	AMANDA CONLEY	7/17/2019	189.26	43.44	145.82	0.00
0000035036-2019-2019-0000-00-REG	FISHER, DONNA RENEE	7/1/2019	LINDA WILBUR	7/19/2019	628.11	106.66	521.45	0.00
0000039726-2019-2019-0000-00-REG	LFL PROPERTIES HILDEBRAN LLC	7/1/2019	AMANDA CONLEY	7/17/2019	17,878.97	3,474.46	14,404.51	0.00
0000047741-2019-2019-0000-00-REG	INGLES MARKETS INC 120	7/1/2019	AMANDA CONLEY	7/17/2019	42,153.38	2,754.62	39,398.76	0.00
<b>Subtotal</b>						7,376.98	0.00	
<b>Total</b>						104,351.36	84,879.59	
<b>Net Release Amount</b>						19,471.77		

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**TAX DEPT. - COLLECTIONS ANNUAL SETTLEMENT REPORT FOR 2018/2019**

North Carolina General Statute 105-373 requires the Tax Collector to report to the governing body after July 1 and before September 1st each year, before being charged with current fiscal year taxes, all paid and unpaid taxes for the preceding fiscal year and any other sums collected. These amounts include taxes paid and unpaid for Real and Personal Property along with Registered Motor Vehicles and any associated charges such as landfill user fees, interest, and penalty. The following report represents the sums that the tax collector shall be credited with and delinquents the tax collector shall be charged to collect in the current fiscal year. In compliance with N.C.G.S. 105-373 (a) (1) & (3), included are collection reports for the years 2007 through 2017. These reports document amounts due and amounts paid, by levy type and by year. These are arranged by the following sections:

- Section 1 - Taxes and charges for Burke County only.
- Section 2 - "Tag & Tax" for Burke County only.
- Section 3 - Property Taxes and charges for all other jurisdictions.
- Section 4 - "Tag & Tax" for all other jurisdictions.
- Section 5 - Delinquent taxes and related charges to be charged back.
- Section 6 - Amount not charged back.
- Section 7 - Additional Revenues Collected
- Sections 8 thru 11 - Delinquent Taxpayers

The following represents a summary of these reports:

**SECTION 1 - Property Tax**  
(From NCPTS Report TR-401 E)

Total Tax Collections (County Only)  
(July 1, 2018 - June 30, 2019)

Tax	(2019)	\$12,059.50	(Prepayments)
Tax	(2018)	\$40,717,157.01	
Delinquent Tax	(2003-2017)	\$595,484.13	
Total		\$41,324,700.64	

Total of Taxes and Tax Related Collections (County Only)  
(July 1, 2018 - June 30, 2019) (All Years)

Advertisement Fee	\$18,965.89
Garnishment	\$32,388.46
Interest	\$191,170.23
Land Fill User Fee	\$2,563,666.12
Land Fill User Fee Sr.	\$68,017.37
Late list penalty	\$76,811.20
Migrated LFUF	\$3,641.30
Migrated Cost	\$273.61
NSF penalty	\$2,782.51

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Tax All Years	\$41,324,700.61
Total	\$44,282,417.33

SECTION 2 - Tag and Tax - County Only  
(From NCVTS Finance Report)

VTS Interest	\$22,733.97
VTS Tax	\$4,808,511.01
Total	\$4,831,244.98

SECTION 3 - Property Taxes and Charges for all Other Jurisdictions  
(From NCPTS Report TR-401 E)

Total of Tax and Tax Related Collections (All years, all other jurisdictions)  
(July 1, 2018 - June 30, 2019)

Total Tax Collections	\$4,367,972.46
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SECTION 4 - Tag & Taxes and Charges for all Other Jurisdictions  
(From NCVTS Finance Report)

Tag & Tax Interest	\$7,122.45	
Tag & Tax	\$1,537,677.90	
Vehicle Fee	\$565.00	\$5.00-Hickory
Vehicle Fee	\$269,660.00	\$20.00-Morganton
Total	\$1,815,025.35	

SECTION 5 - Charge Back of Delinquent Taxes and Related Charges  
(From NCPTS Report TR-401 E)

County Only	\$2,262,932.01
All other Jurisdictions	\$261,942.74
Total	\$2,524,874.75

SECTION 6 - Amount Not Charged Back to Collector  
(From NCPTS Report TR-401 E)

By statute, the tax office cannot use enforced collection methods on delinquent bills and charges over 10 years old. Therefore, the amount of uncollected taxes and other charges for 2007 that are not charged back to the Tax Collector for enforced collection are:

County	\$101,189.16
All Other Jurisdictions	\$13,852.20
Total	\$115,041.36

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SECTION 7 - Additional Revenues Collected  
(From NCPTS Report TR-426 & Special Beer/Wine Report)

Beer (Off Premises)	\$465.00
Beer On/Off Premises	\$1,375.00
Rental Vehicle (County)	\$37,550.65
Rental Vehicle (Hickory)	\$14,911.62
Occupancy Tax	\$582,525.22
Occupancy Tax (Late Penalty)	\$52.56
Occupancy Filing (Penalty)	\$94.03
Wine (Off Premises)	\$2,025.00
Wine (On Premises)	\$1,100.00
Beer/Wine Late Fee	\$9.25
<b>Total</b>	<b>\$640,108.33</b>

SECTIONS 8 through 11 - 2018 Delinquent Taxpayers  
(From NCPTS Report TR-452)

In accordance with N.C.G.S. 105-373 (a)(1), a list of all persons owning real and personal property for 2018, whose taxes remain unpaid, as of 7/6/2019 are included in this report (see sections 8, 9, 10, & 11). These lists are broken down by property types. The chart below locates, identifies, and totals these different property types. These totals include Taxes, Late List Penalty, Land Fill User Fee, and Land Fill User Fee Special.

	Source Type	Property Type	Totals
Section 8	BUS	Business Personal Property	\$52,161.76
Section 9	IND	Personal Property	\$144,825.40
Section 10	REI	Real Property	\$769,250.65
Section 11	PUB	Public Utilities	\$0.00
	<b>Total</b>		<b>\$966,237.81</b>

All reports are unaudited and were compiled using Burke County Tax System (NCPTS) & NCVTS.

I certify that the collections staff has made diligent efforts using the collection remedies available by statute (notices, second notices, wage garnishment, bank attachment, debt set-off, foreclosure, and delinquent collection service) to collect all delinquent debts. These delinquent debts are for tax years 2008 through 2017 including those 2018 taxes that became delinquent after January 5, 2019.

I respectfully request the Burke County Board of Commissioners to accept this report as the Annual Settlement for Fiscal Year Ending June 30, 2019.

/s/: Danny Isenhour

Danny Isenhour, Tax Administrator

**Motion: To accept the Tax Collection Settlement Report for 2018/2019 as presented.**

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

### TAX DEPT. - ORDER TO COLLECT 2019 TAXES

General Statute 105-321 requires the Governing Body to order the Tax Collector to collect the taxes charged in the tax records. This includes current taxes and any delinquent taxes and associated charges for the previous 10 years. The amounts charged back from prior years are:

· County Taxes and other charges	\$2,262,932.01
· All other jurisdictions taxes and other charges	<u>\$ 261,942.74</u>
· Total amount	\$2,524,874.75

A breakdown of these amounts is contained in the 2018/2019 Tax Collectors Settlement. The Tax Administrator requests the Board to adopt this order for the current tax year ending June 30, 2020.

**Motion: Order the Tax Administrator to collect the current and prior years' delinquent taxes on real and personal property. Further, authorize the Chairman to execute the Order on behalf of the Board.**

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

### ITEMS FOR DECISION

#### CLERK - APPOINTMENT TO ANIMAL ADVISORY BOARD

Clerk Draughn said Seat No. 7 (at-large, pet-owner) on the Animal Advisory Board is vacant. An application along with a copy of a rabies certificate was received from Gwen Hood, Toni Powers, David Coffin and Donald Propst. Today, August 20<sup>th</sup>, applications and rabies certificates were received from Carla Wallace and Megan Bradley.

Commissioner Abele nominated Toni Powers and Commissioner Brittain nominated David Coffin. Commissioner Taylor commented on the high number of qualified applicants and appreciated their willingness to serve.

Toni Powers received two (2) votes from Commissioner Abele and Commissioner Taylor. David Coffin received three (3) votes from Chairman Carswell, Vice Chairman Mulwee, and Commissioner Brittain.

**Motion: To appoint David Coffin to the Animal Advisory Board (Seat No. 7) to complete an unexpired term ending July 31, 2020.**

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

**COMM. DEV. - COUNTY PARK RESTROOM CONTRACT**

Shane Prisby, Operations Manager, said the Community Development Department bid out the County Park Restroom Project and received three bids. All three bids were close in total but varied widely on the four (4) individual bid items. The lowest bid will put the project over budget by a total of \$26,981.48. The prefabricated restroom has already been ordered and the delivery date is set for the week of September 23<sup>rd</sup>. The site prep must be completed by this date. After discussing the issue with the County Manager and Finance Director, it was decided to narrow the scope of the project and re-bid it. The results of the re-bid were:

- Bennick Grading & Excavation - \$62,595
- Triangle Contractors Inc - \$42,895
- BPM Construction, Inc - \$40,570

BPM is the Apparent Low Bidder on the project and the project is still over budget by \$15,981.48. Community Development has two (2) parking area projects to be completed this year. The department is recommending that this bid be accepted and is requesting that the Commissioners make the appropriation of \$16,000 to the project contingent on any savings that can be realized on the two (2) parking area projects.

Budgetary Effect: This project requires an appropriation of an additional \$16,000 from the General Fund.

Commissioner Taylor asked how far is it from the restroom to the parking area. Mr. Prisby said about 250 feet. Commissioner Taylor asked why the restroom was not built closer to the parking area. Mr. Prisby said parking will be expanded in the future because the lots are already at capacity most weekends.

**Motion: Conditionally approve the additional appropriation of \$16,000 from the General Fund for the Fonta Flora County Park Restroom Project if the overage cannot be offset from the parking area projects.**

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

**Motion: To approve the bid of \$40,570 from BPM Construction, Inc. and award the contract to BPM Construction, Inc.**

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

**REPORTS AND COMMENTS**

**BOC - REPORTS & COMMENTS**

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

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Commissioner Taylor said his reports are in the agenda packet for the Board to review. He said he attended the Valdese festival, the Drexel fair, and the meet-and-greet for the new Animal Services employees. He noted the Clean Air and Clean Water convention was a success and 80 people registered for the water quality conference and 65 for the air quality conference, which in total was about 40 more than the previous year.

Vice Chairman Mulwee said in the agenda packet there is a report by the TDA regarding visitor impact for Burke County. He said County spending by domestic visitors increased 5.8 percent / \$107 million. Commissioner Mulwee wanted to remind animal advocates that there is a meeting of the North Carolina Association of County Commissioners so the Board will be unable to attend the event on Thursday night.

Clerk Draughn reminded the audience to please come out to the public input session for the new Animal Services Center which will be at the Foothills Higher Education Center on Thursday from 6:00 p.m. – 8:00 p.m.

County Manager Steen said the County has hired the new Animal Services staff and noted that they may be bringing animals to future Commissioners meetings to help encourage adoptions. He noted that their modified tagline is "All About Adoption."

Chairman Carswell read an email he received from a visitor to the Linville Gorge who had to be rescued by Burke County emergency services personnel. He commended every team that has been assembled since County Manager Steen was hired.

Chairman Carswell also reminded everyone of the following upcoming events:

- The Broughton Hospital ribbon cutting will take place at 10:00 am on August 21, 2019. This event is not open to the general public.
- NCACC Conference will take place from August 22 – 24 in Greensboro.
- Animal Services Center on Kirksey Drive will be closed August 26 through September 2.
- County offices will be closed on September 2 in observance of Labor Day.

Lastly, Chairman Carswell reminded citizens to please spay / neuter their pets and to pick up one (1) piece of trash.

**RESULT: NO ACTION TAKEN**

**VACANCY ANNOUNCEMENTS**

**CLERK - BOARDS AND COMMITTEES VACANCY REPORT**

Clerk Draughn announced the following vacancies on boards and committees:

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

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- Partners Behavioral Health Mgmt.
- Animal Advisory Board
- Burke Senior Center Advisory Council
- Recreation Commission

Chairman Carswell encouraged citizen participation.

**RESULT: NO ACTION TAKEN.**

**CLOSED SESSION**

**RESULT: NOT NEEDED. NOT HELD.**

**RECESSED AT 7:59 P.M.**

**Motion: To recess until September 3, 2019 at 4:00 p.m.**

**RESULT: APPROVED [UNANIMOUS]**

**MOVER:** Johnnie W. Carswell, Chairman

**AYES:** Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr., Jeffrey C. Brittain and Maynard M. Taylor

Approved this 17<sup>th</sup> of March 2020.

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

Attest:

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

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

The Burke County Board of Commissioners held a pre-agenda meeting on Tuesday, September 3, 2019 at 3:00 p.m. They met in the Commissioners' Meeting Room, Burke County Services Building, 110 N. Green Street, Entrance E in Morganton, N.C. Those present were:

**COMMISSIONERS:** Johnnie W. Carswell, Chairman  
Scott Mulwee, Vice Chairman  
Wayne F. Abele, Sr.  
Jeffrey C. Brittain

**COMMISSIONERS ABSENT:** Maynard M. Taylor

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

**STAFF ABSENT:** Margaret Pierce, Deputy County Manager/Finance Director

**CALL TO ORDER**

Chairman Carswell called the meeting to order at 3:00 p.m.

Chairman Carswell announced that Commissioner Taylor, Margaret Pierce, Deputy County Manager/Finance Director, and Rhonda Lee, Human Resources Director, are unable to attend the meeting today due to illness / family illness and to please pray for them. He also wished Scott Cook, Deputy Finance Director, a happy birthday.

**APPROVAL OF THE AGENDA**

**Motion: To approve the agenda.**

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

**PRESENTATIONS**

**AS - PET OF THE MONTH**

Kaitlin Settlemyre, Animal Services Director, said Animal Services staff will present a dog or cat in need of its "forever" home at the Commissioners' regular meeting. Commissioner Abele asked is the animal that is presented adoptable. Ms. Settlemyre said yes. Commissioner Brittain asked Ms. Settlemyre to give a brief update on the renovations that have been taking place at the Animal Services Center (ASC). Ms. Settlemyre said recently, the floors were refinished and last week the ASC was closed in order to have the walls refinished to bring them up to code. She noted that Animal Services has taken in 14 animals today and encouraged citizens to adopt

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them.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 9/17/2019 AT 6:00 PM**

**SHERIFF - RECOGNITION OF DETECTIVE JARED BALL FOR THE ADVANCED LAW ENFORCEMENT CERTIFICATE**

Sheriff Whisenant was not in attendance to present this item. Chairman Carswell announced the recognition would be presented at the regular meeting.

Detective Jared Ball has been awarded the prestigious "Advanced Law Enforcement Certificate" from the North Carolina Sheriff's Education and Training Standards Commission. This certificate is awarded in recognition of the attainment of training and educational objectives commensurate with the role of a professional law enforcement officer. Sheriff Whisenant will recognize and congratulate Detective Ball for receiving this prestigious recognition.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 9/17/2019 AT 6:00 PM**

**SHERIFF - RECOGNITION OF LIEUTENANT STEVE MASSEY FOR THE ADVANCED LAW ENFORCEMENT CERTIFICATE**

Sheriff Whisenant was not in attendance to present this item. Chairman Carswell announced the recognition would be presented at the regular meeting.

Lieutenant Steve Massey has been awarded the prestigious "Advanced Law Enforcement Certificate" from the North Carolina Sheriff's Education and Training Standards Commission. This certificate is awarded in recognition of the attainment of training and educational objectives commensurate with the role of a professional law enforcement officer. Sheriff Whisenant will recognize and congratulate Lieutenant Massey for receiving this prestigious recognition.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 9/17/2019 AT 6:00 PM**

**SCHEDULED PUBLIC HEARINGS**

**COMM. DEV. - ZONING MAP AMENDMENT ZTA 2019-01 & PUBLIC HEARING - 6:00 PM**

Peter Minter, Senior Planner, presented information regarding ZTA 2019-01 as follows:

The Community Development Department has received a Zoning Text Amendment Petition from Mark and Karen Sammons and Fred and Carie Ann Jean. The applicants are requesting that Section 1216-7 f (4) of the Burke County Zoning Ordinance be amended to include "metal" roof material be permissible on residential boat docks located on "Lake Rhodhiss".

The primary reason for the proposed text amendment is that metal roofing material is much lighter weight than most other materials. The reduced weight would ease the burden on the floating mechanism.

Other reasons for the petition are:

- Metal roofs are less maintenance. This would reduce or alleviate the expense and hazard of maintaining a dock over water.
- Metal roofs have no impact on the water, whereas asphalt shingles will break down over time. As the material breaks down, those materials are washed into the lake. Additionally, storms can blow asphalt shingles off the roof and into the lake, polluting the water.
- All other surrounding jurisdictions allow metal roofs, defeating the aesthetic goal of Burke County.
- Over two-thirds, (76.7%) of existing docks on Lake Rhodhiss have metal roofs.

#### REQUEST

Amendment Section 1216-7 f (4) of the Zoning Ordinance. Proposed additions are shown in **Bold**. Proposed deletions are shown with the ~~striketrough~~.

4. Permitted roof materials include dark-toned wood shakes; dark-toned brown, grey or black shingles with a minimum wind rating of 80 mph; and dark-toned brown, grey or black synthetic products that mimic natural materials. Metal is not a permitted roofing material **on Lake James. On Lakes Rhodhiss and Hickory, roofing material for moorings or gazebos may also include metal. Roof colors must mimic the natural environment and be pre-approved by Zoning Administrator prior to permitting.**

#### PLANNING BOARD RECOMMENDATION

The Planning Board met on June 27, 2019 to hear the proposed text amendment request. Staff presented its report and the applicant stated their request. The meeting was then opened for public comment. There were no members present to speak. The Planning Board discussed the proposed text amendment and then asked that several minor changes be made. The changes were discussed with the applicant and staff and both agreed to them. The Planning Board then read the revised text amendment and voted unanimously (4-0) to approve it.

#### STAFF RECOMMENDATION

Staff supports approval of the zoning text amendment. The revised text amendment was expanded to include Lake Hickory as well for consistency. Lake Rhodhiss and Lake Hickory are essentially the Catawba River, although they are called lakes. Both lakes blend together, and one would not know where one lake ended and the other began except for the dam that separates the two. Lake James on the other hand, is truly a separate lake with different environmental and aesthetic characteristics. Therefore, the proposed amendment does not include Lake James.

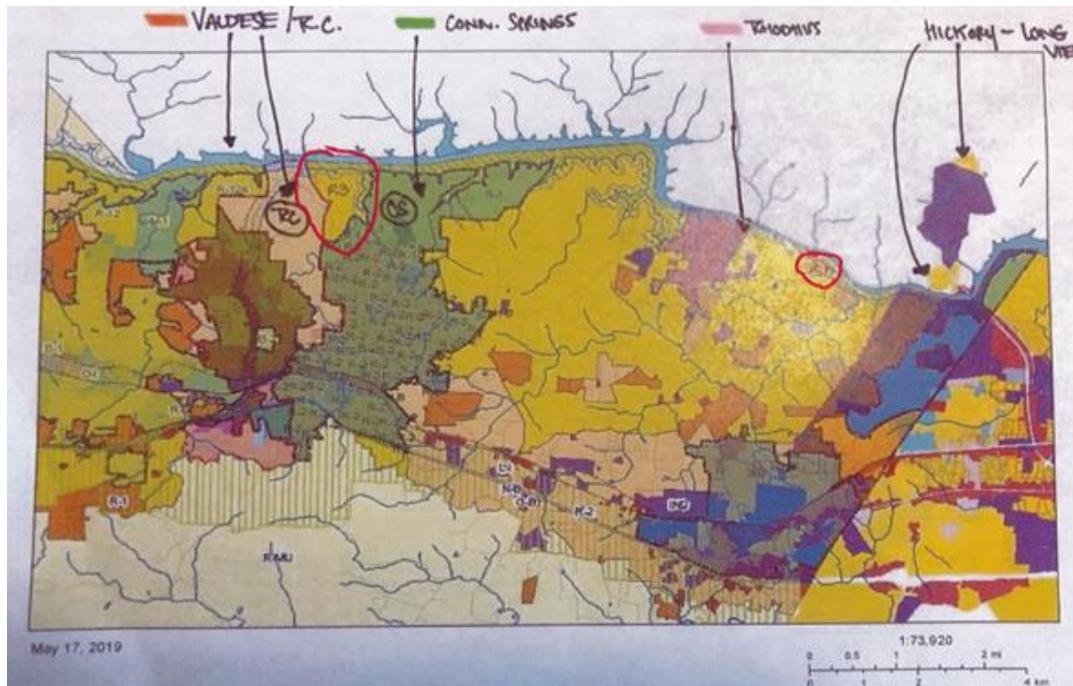
#### ADDITIONAL INFORMATION

Please see Exhibits A-D (provided by the applicant).

Exhibit A



Exhibit B



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Exhibit C

Exhibit C (5 pages)  
 METAL ROOF SUPPLIES ENVIRONMENTAL PROBLEMS OF ASPHALT ROOFING  
 AUGUST 30, 2015 | ADMIN

When considering whether to use asphalt shingles or a metal roof, here are some of the important facts you should know: Metal roofing materials are 100% recyclable. Asphalt shingle are one of the most widely used roofing covers in North America because they have a relatively inexpensive up-front cost and are fairly simple to install. Use of such shingles for habitable structures is virtually unknown (or even outlawed) elsewhere, for example in Europe, although they are used for outhouses. A 2007 study done for the United States Environmental Protection Agency (EPA) titled "Environmental Issues Associated With Asphalt Shingle Recycling" provides the following information: The most common disposal method for asphalt shingles in the US is to dump them into landfills. Approximately 11 million tons of asphalt shingle waste is generated each year in the United States. The main environmental concern in recycling asphalt shingles is the rare presence of asbestos in shingles manufactured before 1980. Asbestos was also used in some felt paper, METAL ROOF SUPPLIES ENVIRONMENTAL PROBLEMS OF ASPHALT ROOFING AUGUST 30, 2015 | ADMIN <http://metalroofclips.com/blog/environmental-problems-of-asphalt-roofing/> 5/18/19, 7=26 PM Page 1 of 2 roll roofing, roof paint, roof coating, caulking, and mastic. Asphalt naturally contains polycyclic aromatic hydrocarbons (PAHs) some of which are carcinogenic (cancer-causing) and may put recycling workers at risk. Leaching and airborne PAHs have remained below detectable levels in most testing. By choosing a metal roof, you become part of the solution, instead of being part of the problem with our world's pollution.

[\(http://metalroofclips.com/blog/environmental-problems-of-asphalt-roofing/\)](http://metalroofclips.com/blog/environmental-problems-of-asphalt-roofing/)



Metal Roof vs Asphalt Shingles Comparison: 9 Tips for Choosing - 2019

Posted by [Kimberly Reicher](#) on Mar 18, 2019 11:59:16 AM

•Pop quiz. Should you install a metal roof or asphalt shingles?

Asphalt shingle roofs are everywhere. But metal roofs have been in use for almost three thousand years. They have come a long way from the simple, yet functional corrugated or standing seam metal roof design usually associated with barns or sheds. So, which is the best choice for you? To answer this, let's take a deeper look under the hood, or the roof, as it may be.

At S-51® we sell attachment solutions for metal roofs. But we also realize that metal might not always be the right choice. Let's talk about how these two materials compare with one another so you can choose the right one for you.

Criteria for Comparing Metal vs Asphalt Roofing Materials

Asphalt shingle clearly dominates the steep slope and residential roofing market. Its overall [market share in 2016 was 77%](#). This is primarily due to their low initial cost. 12 billion+ square feet of asphalt shingles are produced yearly - enough to cover 5 million homes.

Metal roofs have gained ground and continue to do so as people seek more durable building materials. Metal's overall share in residential has reached 12%. (20 years ago, its use in those applications was below 2%). And according to [Metal Architecture Magazine](#), between 2017 and 2018, specifying metal roofing for new projects and renovations increased 13 percent and 10.5 percent, respectively. Let's take a look at how the two materials compare in these areas:

- Cost
- Durability
- Environmental Impact
- Recyclability
- Installation
- Maintenance
- Noise
- Roof Attachment
- Style Variations

Criteria	Asphalt Shingles	Metal Roofing
Cost	☑	☑
Durability	☑	☑
Environmental Impact	☑	☑
Recyclability	☑	☑
Installation	☑	☑
Maintenance	☑	☑
Noise	☑	☑
Roof Attachments	☑	☑
Style Variations	☑	☑

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**COST****Metal Roof**

Metal is one of the more expensive roofing materials with a wide range of costs (and choices). It typically costs two to three times what an asphalt shingle roof costs. The Metal Roofing Alliance (MRA) estimates per square cost (100 sq. ft.) at \$800-\$1,200. Our own experience tells us that the cost range is much broader and more like \$300-\$3,000 from the lowest alternative (corrugated) to the highest (hand-folded copper or stainless).

These roofs can often be installed over an existing roof, which eliminates tear-off costs and disposal.

Although the initial cost is often higher, metal roofs last over 50 years and will certainly outlast an asphalt shingle roof.

**Asphalt Shingles**

Asphalt is one of the least expensive roofing material types. The MRA estimates per square cost at \$350-\$900.

Consider this [metal roof vs asphalt shingle cost comparison](#) from Sheffield Metals: \$8,737 is a mid-range cost for shingle and \$17,457 is the mid-range cost for a standing seam metal roof, but when service life is considered, that \$8,700 shingle roof turns into \$26,211 - not to mention the mess and inconvenience of re-roofing twice.

**DURABILITY****Metal Roof**

Metal roofs last over 50 years. Warranties on vertical seam metal roofs range between 30-50+ years. Many metal panels are fire-resistant. Metal also withstands extreme climates and weathering. But metal roofs must be properly installed to ensure weathertightness.

**Asphalt Shingles**

Asphalt shingle roofs generally last 10-20 years. Warranties for asphalt range between 10-30 years. These warranties are often prorated, meaning the value of your roof decreases over time and so manufacturers only cover a portion of replacement cost.

Asphalt shingle longevity varies by climate. [Shingled roofs](#) fare better on steeper slopes due to more efficient drainage. Low-sloped roofs are not recommended for asphalt shingles because these roofs are susceptible to the impact of driving rain, hail, and ice buildup. Shingles can be coated with leachable copper or zinc to help prevent discoloration and algae growth.

Note that warranties are not always reflective of the real expected service life and some practical knowledge and experience should be involved in these evaluations. Some products are "over-warranted", while others are "under-warranted".

**ENVIRONMENTAL IMPACT**

The EPA's [Advancing Sustainable Materials Management Fact Sheet](#) estimated Construction & Demolition waste at 548 million tons in 2015. (See *Note at end of article for more information*). C&D waste includes steel, wood, drywall/plaster, brick/clay tile, asphalt shingles, and concrete/asphalt concrete. Transparency Market Research suggests that construction waste will double to 2.2 billion tons by 2025.

In 2007, the Corps of Engineers (COE) released a report on [Recycling Exterior Building Finish Materials](#). The report discussed how multiple roof replacement [made roofing one of the largest contributors of solid waste](#).

They estimated **9 to 10 MILLION TONS** of asphalt roofing waste was going to U.S. landfills.

In 2019, the [Metal Construction Association](#) (MCA) estimates that conventional roofing products including asphalt shingles contribute approximately **20 BILLION POUNDS** of waste to U.S. landfills annually.

**RECYCLABILITY****Metal Roof**

Material used in metal roofing projects typically contains [recycled material](#) (at least 25%). In addition, this material is 100% recyclable at the end of its lifespan. It also has a low weight, so it ships easily. The metals commonly used in the industry include:

Galvalume™ coated steel

Galvanized steel

Aluminum

Stainless steel

Zinc

Copper

(continued)

**Asphalt Shingles**

Shingles are made from crude oil, paper, or fiberglass, mineral filler/stabilizer (like limestone, or silica), and gravel. According to the Northeast Recycling Council, asphalt shingle tear-offs during manufacturing and reroofing projects produces 50 million tons of scrap each year. The average amount of [debris per building tear-off is 4 tons](#).

Shingles are not 100% recyclable, but shingle waste is currently being re-used in various road construction projects. A number of states have implemented their own systems for combining asphalt tear-off waste with hot-mix asphalt for paving. In Minnesota, for example, using ["5 percent shingle by-product improves the performance of hot-mix asphalt, and is cost-effective, with potential cost savings from \\$0.50 to \\$1 per ton."](#) The company behind the project, Bituminous Roadways, currently uses 25,000 tons of shingle scrap.

**INSTALLATION****Metal Roof**

Metal roofs can be installed over an existing asphalt shingle roof and by some model codes even over two shingle roofs. But it is critical to ensure no moisture gets trapped between the two materials that could cause mold and rot. Metal roof installation requires an experienced contractor to avoid mistakes because, often, any structural issues that arise with a metal roof tend to stem from installer error.

In handling metal panels, installers must be very careful not to scratch or dent the panels when fastening and adding flashing. During installation, traversing the roof requires some care so as not to damage the panels.

**Asphalt Shingles**

It's sometimes possible for a new roof to be installed over an old layer of asphalt shingles if loose shingles are removed and new roofing felt, and underlayment is applied – to eliminate moisture getting trapped as well. Shingle installation is typically straightforward and generally less labor-intensive for contractors. Prepackaged shingles save time.

Issues that arise with individual shingles can be solved at the moment of installation and repaired or replaced. During installation, contractors can crisscross the roof with a bit less worry about damaging the already installed shingles.

**MAINTENANCE****Metal Roof**

Metal roofs are generally maintenance-free, save for removal of branches and leaves and other debris that might collect on the roof and gutters. Specific roof profiles have less maintenance requirements (e.g. standing seam requires less maintenance than exposed fastener). Metal roof color can fade over many years of time but can also be repainted. Premium coatings and paint varieties generally warrant against excessive fading or chalking (oxidation) for up to 35 years.

**Asphalt Shingles**

Shingle roofs also collect leaves and debris and must be cleaned out periodically – at least once a year. Asphalt shingles must also be [re-caulked and sealed](#) as the roof ages.

<https://blog.s-5.com/blog/metal-roof-vs-asphalt-shingles-tips-comparison>

Exhibit D

**Exhibit D****Weight of Boat Dock Roof – 3-Tab Standard Shingles/Architectural Shingles vs Metal Sheet**

A consideration when building a boat dock, especially a floating dock, is the weight of the roof on the float system. Lighter materials are less stress on the floats, preserving them longer. Significant weight increase will lead to increased number of floats required, significantly reduced boat load capacity and the dock riding too low in the water creating the potential for increased wood deck rot due to prolonged water exposure. A further consideration is the benefit of new metal coatings that do not fade or deteriorate for many years, and do not require maintenance and life-limiting mildew pressure washing. Data below shows standard shingles have ~20 years life, architectural shingles have ~30 year life, and copper/metal roof sheeting lasts ~40-80 yrs.

(<http://www.improvementcenter.com/roofing/new-roofing-years-it-can-last.html>)

**SHINGLED ROOFS**

Shingles come in two styles: 3-Tab Standard or Architectural.

- 3-Tab Standard comes in weights of 50-65 lbs. per bundle, 4 bundles cover 100 sq ft
- Architectural comes in weights of 65-80 lbs. per bundle, 4 bundles cover 100 sq ft

(<https://www.dumpsters.com/resources/shingle-weight-calculator> or

<https://www.hometowndumpsterrental.com/blog/estimate-shingle-weight-save-cost-roof-disposal>)

Shingle roofs are installed on plywood decking – either 3/8" or 1/2" plywood with a tarpaper layer between. (Use of too thin plywood could lead to eventual unsightly sag between supports and 'wavy' roof appearance.)

- Plywood 4' x 8' x 3/8" sheets weigh 28.5 lbs. per sheet
- Plywood 4' x 8' x 1/2" sheets weigh 40.5 lbs. per sheet

(<https://www.inchcalculator.com/how-much-does-plywood-weigh/>)

Roofing felt (tarpaper) is 15 lbs. or 30 lbs. per 100 sq ft

(<https://www.iko.com/na/pro/building-professional-tools/learn-about-roofing/the-purpose-of-roofing-felt/>)

**SHINGLED ROOF WEIGHT**

EXAMPLE: The area of a proposed dock roof is 22' x 30' roof or 726.2 sq ft, (7.262 squares of shingles) which is 26.4 bundles needed, plus 5 for ridge row finish = ~35 bundles. 22.7 sheets of 4'x8' plywood are required to cover this roof area.

- Roofing felt (tarpaper) 15 lbs. x 7.26 squares of shingles = 110 lbs.
- 35 bundles of Standard 3-Tab shingles weighs 1750 – 2275 lbs.
- 35 bundles of Architectural shingles weighs 2275 – 2800 lbs.
- Plywood 3/8" weighs (22.7 sheets x 28.5 lbs. per sheet) = 647 lbs.
- Plywood 1/2" weighs (22.7 sheets x 40.6 lbs. per sheet) = 922 lbs.
- **TOTAL** for Standard 3-Tab composite shingle roof min – max range = 2510 – 3307 lbs.
- **TOTAL** for Architectural composite shingle roof min – max range = 3307 – 3832 lbs.

**METAL ROOFS**

Metal roofs for residential use are commonly 26 gauge.

Metal roofs are nailed on to 1" x 4" boards (nailers) spaced 2' apart (weight 0.51 lbs. per linear foot)

(<https://roofonline.com/weight-of-dimensional-lumber>)

The example has 28 runs of 12.1' (1"x4") = 339 linear feet @ .51 lbs./ft. or 173 lbs. (for 1" x 4" metal support)

**METAL ROOF WEIGHT:**

1" x 4" 'nailers' for metal support = 173 lbs.

26 gauge roof metal weighs ~ .9 – 1.0 lb/sq ft = 727 lbs.

(<https://www.alpharain.com/how-much-does-metal-roof-panel-weigh/>)

**TOTAL** for Metal Roof weight is (173 + 727) 900 lbs. – A difference of 1610 – 2932 lbs. – nearly the weight of a pontoon boat (average 2600 lbs) - just in the difference of roof weight. Most dock designs do not support composite shingles for this float capacity reason.

(<https://theoceansailingguide.com/pontoon-boat-weight/>)

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Chairman Carswell opened the floor for comments or questions from the Board. Commissioner Abele said people already have metal boat dock roofs on Lake James, which are aesthetically pleasing, so the Board should allow metal roofing. Abele also noted that metal roofs last longer and are more environmentally friendly than asphalt shingles. In response, Mr. Minter said he is not sure how many metal boat dock roofs are on Lake James but said most of them are on Lakes Rhodhiss and Hickory. He said for many years the County did not have any regulations on boat docks, however, once the County adopted standards for Lakes Rhodhiss and Hickory, it resulted in the wood/asphalt roofing requirements. Commissioner Abele reiterated that metal boat dock roofs are already on Lake James and if the County is not going to enforce the regulations, then metal roofs should be allowed. He questioned why the County does not allow metal boat dock roofs. Scott Carpenter, Deputy County Manager/Planning Director, said in 2004 County ordinances were rewritten which predates the current staff and most of the metal roofs that Commissioner Abele is seeing on the Lake are in McDowell County. He said a citizen requested to have metal boat dock roofs and when Community Development staff investigated, most entities allow metal roofs, so staff took this request to the Planning Board, and now it is before the Commissioners to make a decision. Discussion ensued and Commissioner Abele advocated the ordinance to be changed to allow metal boat dock roofs on Lake James for aesthetics and water quality.

Chairman Carswell said the request before the Board is to allow metal boat dock roofs on the Catawba River (aka Lake Rhodhiss/Lake Hickory) which he supports because there are 43 metal roofs already on the River. Regarding Commissioner Abele's request, he asked the Community Development staff to investigate the matter and bring something before the Board pertaining to Lake James.

Mr. Carpenter responded to a question from Vice Chairman Mulwee. Vice Chairman Mulwee expressed support for metal roofed boat docks on Lake Rhodhiss/Hickory.

Bradley Kirkley, Zoning Administrator, said the applicant resides on Lake Hickory in the Harbor Ridge Subdivision. He said when an applicant comes to Community Development with drawings for a proposed dock, his job is to review the application and if the sketch within the application

shows a metal boat dock roof, the application is denied. He said the roofing structure is supposed to be earth tones, wood shakes, shingles, etc. Mr. Kirkley said he personally has no issue with metal roofs but different jurisdictions (Valdese, Rutherford College and Rhodhiss), which are very close to the applicant's boat dock, may allow metal roofs, however, Burke County does not. Lake James has its own regulations on boat docks.

Chairman Carswell reiterated that he believes the Board should act on this item and then consider any changes to Lake James as a separate item.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 9/17/2019 AT 6:00 PM**

**CONSENT AGENDA**

**AS - HOURS OF OPERATION AT ANIMAL SERVICES CENTER**

Kaitlin Settlemyre, Animal Services Director, said the hours of operation for the Animal Services Center (ASC) on Kirksey Drive are proposed to change on October 1, 2019. The ASC will be open until 7 p.m. several nights during the week and will be open longer on Saturday's to accommodate citizens' work schedules and increase adoptions.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Current	Closed	8-3	8-3	8-3	8-3	8-3	10 am - Noon
Proposed	Closed	Closed	10-7	10-4	10-7	10-4	10-4

Further, the Animal Advisory Board reviewed the proposed hours of operation on August 21, 2019 and there was no opposition to them.

Note: Changing the hours of operation was one of the staff recommendations presented to the Commissioners in March 2019.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 9/17/2019 AT 6:00 PM**

**CLERK - REMOVAL / APPOINTMENT TO BOARD OF ADJUSTMENT**

Clerk Draughn reported Doris Smith's term on the Board of Adjustment (Seat 4, West) expires at the end of September and she is not interested in serving another term at this time. An application was received from Tony Yount of Morganton. The term is for three (3) years ending in September of 2022.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 9/17/2019 AT 6:00 PM**

**CLERK - REAPPOINTMENT TO JURY COMMISSION**

Clerk Draughn reported Robert Love's term on the Jury Commission ends September 30<sup>th</sup>. He has served on this Commission for many years and has applied to serve another 2-year term.

Minutes Acceptance: Minutes of Sep 3, 2019 3:00 PM (APPROVAL OF MEETING MINUTES)

September 3, 2019 (Pre-Agenda)

DRAFT

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 9/17/2019 AT 6:00 PM**

**CLERK - APPOINTMENT TO PLANNING BOARD**

Clerk Draughn reported Seat No. 2 (east) on the Burke Co. Planning Board is occupied by Bobbie Costner. His term ends September 30<sup>th</sup> but he is not seeking reappointment. Therefore, his removal is requested. An application was received from Michael Cultrera.

Seat No. 4 (West) on the Burke Co. Planning Board was held by Nick Newton. Mr. Newton is unable to attend meetings and his removal is requested. However, an application from Robert Love was received. Mr. Love currently serves on the Board of Adjustment and the Jury Commission.

Alan Scholl occupies Seat No. 5 representing the west. Mr. Scholl has served the maximum number of terms, but his removal will not be requested until a replacement is found.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 9/17/2019 AT 6:00 PM**

**CLERK - RESOLUTION APPOINTING NEW REVIEW OFFICERS FOR GLEN ALPINE**

Clerk Draughn reported the following resolution designates William "Max" Boliek and Sherry Farris as review officer(s) for the Town of Glen Alpine. Mr. Boliek and Ms. Farris have completed four (4) hours of relevant training provided by the N. C. Department of the Secretary of State.

**Resolution  
Appointing New Review Officers**

**Whereas**, Section 47-30.2 of the North Carolina General Statutes requires that the Board of Commissioners of each county designate one or more persons experienced in mapping or in land records management, as Review Officers, to review each map and plat required to be submitted for review before the map or plat is presented to the Register of Deeds for recording; and

**Whereas**, the review officer reviews subdivision plats for lands within the City's/County's land use jurisdiction; and

**Whereas**, the Town of Glen Alpine requests that William "Max" Boliek and Sherry Farris be designated as plat review officers; and

**Whereas**, Mr. Boliek and Ms. Farris have completed four (4) hours of relevant training provided by the N. C. Department of the Secretary of State.

**NOW, THEREFORE, BE IT RESOLVED THAT** the Burke County Board of Commissioners do hereby appoint William "Max" Boliek and Sherry Farris as Review Officers for the Town of Glen Alpine in Burke County, pursuant to NC General Statute 47-30.2 and give them the authority to perform all responsibilities as such.

**BE IT FURTHER RESOLVED**, that a copy of this Resolution designating the Plat Review Officers for Burke County be recorded in the Burke County registry in the Register of Deeds Office and indexed in the name of the Review Officers.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 9/17/2019 AT 6:00 PM**

Minutes Acceptance: Minutes of Sep 3, 2019 3:00 PM (APPROVAL OF MEETING MINUTES)

**COMM. DEV - DEED OF TRUST CANCELLATION**

Jennifer Forney, Planner, presented information regarding a Deed of Trust cancellation as follows:

As a result of the 2004 flood, the Crisis Housing Assistance Fund (CHAF) was formed to provide eligible families decent and sanitary housing. Burke County received some of these funds that were administered by former county employee Dale Meyer. On August 24, 2006, Linda and Tommy Stamey (homeowner) and Alan and Gayle Brown (landowners) were recipients of the program and entered into a 10-year deed of trust with Burke County with a requirement that the recipient (Stameys) live in the mobile home for ten years. The deed of trust for \$59,413.25 was to replace an existing single wide mobile home with a new single wide mobile home in 2006.

Recently, the County Attorney approached the Community Development Department regarding an issue with the deed of trust, which expired on August 24, 2016. According to a search of death records, Mr. Stamey died on January 27, 2010. Mrs. Stamey abandoned the home shortly thereafter. A search of tax records and a call to the Burke County Sheriff's Department indicate that at some point between 2013 and 2015, the home was removed from the property. The County has the option to pursue further action or cancel the deed of trust as recommended by the County Attorney.

**Filed For Registration: 08/24/2006 04:29:52 PM**

**Book: RE 1592 Page: 141-149**

**Document No.: 2006011822**

**D/T 9 PGS \$35.00**

**Recorder: JENNIFER F BRISTOL**

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Minutes Acceptance: Minutes of Sep 3, 2019 3:00 PM (APPROVAL OF MEETING MINUTES)



Burke County, NC

August 19, 2019

Owner: REECE, JIMMIE M, REECE, MARINA H  
 1714 SPAINHOUR RD  
 MORGANTON, NC 28655  
 Property Address: 3454 YANG HER RD  
 MORGANTON 28655  
 PROPERTY\_DESC

PIN: 2720430709  
 PIN EXT: 000  
 REID: 27795  
 Property Value: \$23,706  
 Acreage: 4.54  
 Deed Book: 002402  
 Deed Page: 00704  
 Deed Date: 5/14/2019 2:47:12 PM



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

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 9/17/2019 AT 6:00 PM**

**TAX DEPT. - TAX COLLECTION REPORT FOR AUGUST 2019**

Danny Isenhour, Tax Administrator, presented the tax collection report for August 2019 as follows:

Category	Tax Levy	Amount Collected YTD	Balance to Collect	% Collected
Property Tax	\$42,931,335.00	\$27,186,138.46	\$15,745,196.71	63.32%

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

Category	Annual Budget	Amount Collected YTD	Balance to Collect	% Collected
Current Year Taxes	\$48,070,000.00	\$28,018,679.52	\$20,051,320.48	58.29%

September 3, 2019 (Pre-Agenda)

DRAFT

Delinquent Taxes	\$650,000.00	\$190,622.42	\$459,377.58	29.33%
Late List Penalty	\$250,000.00	\$85,320.10	\$164,679.90	34.13%

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

Category	Annual Budget	Amount Collected YTD	Balance to Collect	% Collected
Property Tax	\$43,470,000.00	\$27,186,138.46	\$16,283,861.54	62.54%
Motor Vehicle Tax	\$4,600,000.00	\$832,541.06	\$3,767,458.94	18.10%

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 9/17/2019 AT 6:00 PM**

#### TAX DEPT. - RELEASE REFUND REPORT FOR AUGUST 2019

Danny Isenhour, Tax Administrator, presented the release refund report for August 2019 as follows:

Tax System Refunds and Releases				
	Report Amount	Rebilled Amount	Net Release	Refund Amount
Releases (TR-304)	\$14,561.44	\$7,761.87	\$6,799.57	\$274.95

VTS Refunds Over \$100	
	Refund Amount
VTS Adjustments	\$130.49

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

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 9/17/2019 AT 6:00 PM**

#### ITEMS FOR DECISION

##### COMM. DEV. - CONDEMNATION APPEAL - CASE FILE 116-19

Bradley Kirkley, Zoning Administrator, presented information on Condemnation Appeal – Case File 116-19 as follows:

On May 31, 2019, Code Enforcement received a phoned complaint regarding issues pertaining to a burnt and nuisance dwelling addressed as 2467 US 70 in Connelly Springs. The dwelling is owned by Philip and Cynthia Smith. On June 10, 2019 the burnt dwelling was posted as UN-SAFE by Steve Holden, Chief Building Inspector for Burke County. In conjunction with General Statute Regulations, a Condemnation Hearing was held in Comm. Development on June 20, 2019, at which time an Order for Demolition or Repairs was offered, giving an allowance of sixty (60) days for compliance to be achieved. This Order was issued by Kevin Flynn of Building Inspections. This sixty (60) day Order would expire August 19, 2019 unless an Appeal was filed. On June 28, 2019, before the expiration of ten (10) days from the issue of the Order, a written appeal was

filed to the Code Enforcement Office for an Appeal to the Order, thus halting proceedings until the Board of Commissioners can review and offer a decision regarding the burnt dwelling.

Per the Appeal, the landowner, Philip Smith, states that his current and limited income, as well as his failing health are the reasons for the filed appeal. He is requesting additional time to comply with the Order issued, so that he can "procure financing to arrange for demolition".

Per this written Appeal, the Board of Commissioners have the responsibility to either: Affirm the Order as Written, Affirm and Modify the Order to Offer Additional Time for Remedy, or to Revoke the Order as Written and Remove the Decision of the Building Inspector.

Staff believes that due to financial and health concerns, offering additional time, beyond the limits of NC Statutes for Condemnation 116-19 would be reasonable.

Budgetary Effect: There is no budgetary effect at this time. If the parcel owner cannot fulfill the obligations of the Order, and if the requirement for removal is approved by the Commissioners, fees, demolition, and/or liens could be assessed to the property.

Philip Smith  
June 27<sup>th</sup>, 2019

Dear Sirs,

My name is Philip Smith. I am the owner of the property located at 2467 US70, Connelly Springs 28612. I was unable to attend the meeting on June 20th due to a surgical procedure stemming from my declining health. I am physically disabled and receive disability pay from the state as my only income.

Due to my failing health and limited income, I am currently unable to proceed with demolition, or restoration, of the dwelling that has been condemned. My goal is to procure financing to arrange for demolition, or to sell the property to a new owner with the requirement to bring the property into compliance.

Ultimately, it is my responsibility to insure the property is in compliance with county code. Therefore, I respectfully ask for an extension of time to allow me to attend to this task. Thank you for your time and patience.

Respectfully,



Philip Smith

Received 6-28-19  
Jm

Minutes Acceptance: Minutes of Sep 3, 2019 3:00 PM (APPROVAL OF MEETING MINUTES)

June 20, 2019

Philip Smith  
PO Box 713  
Valdese, NC 28690

Subject: **Order of Remedy of Property (General Statue 153A-366)**  
Property Address: 2467 US 70  
Property Pin # 2762969846

To Whom It May Concern:

Following a public hearing, conducted on June 20<sup>th</sup> of 2019, the following Order is being issued regarding property listed to your ownership at 2467 US 70 of Burke County as described by the regulations set forth within North Carolina General Statute 153A-369. This Order is being issued regarding proper remedy concerning the Condemnation of an abandoned/burnt dwelling located on the noted property.

You are hereby, from the issuance of this Order, allowed sixty (60) days, or until August 19<sup>th</sup> of 2019, to offer remedy for the abandoned dwelling in the manner of:

1. Demolish and remove all debris associated with the abandoned dwelling. Demolition shall include the removal of all debris and rubbish from the parcel. Demolition and removal must be ongoing or completed within the allotted sixty (60) day-time frame. A demolition permit is required for removal of the structure to ensure all utilities have been terminated and all potential wells have been covered. Or
2. If you wish not to demolish the vacant dwelling and are wishing to use the home as a livable dwelling, renovations/repairs need to be ongoing for restoration of the dwelling. An engineered letter noting the safety and structural stability of the dwelling will be needed from a NC Licensed Engineer. Permits, per trade, will need to be obtained from all necessary Burke County offices. Repairs must be ongoing, with permits active before the expiration of the sixty (60) day-time frame.

Failure to comply with this given Order can result in a Class 1 Misdemeanor, as outlined within North Carolina General Statute 153A-371. Let it be noted, you are allowed ten (10) days to file an appeal to this Order. All appeals must be provided in writing and supplied to the Clerk of the Burke County Board of Commissioners, as well as, Burke County Building Inspections for review.

A copy of this Order shall remain on file for future reference and referral. For any questions regarding any matters addressed herein, or to question the given Order listed, please feel free to contact this office for assistance. Your advanced cooperation and assistance shall be most appreciated.

Sincerely,

Bradley N. Kirkley  
Zoning Administrator, CZO/ Code Enforcement Officer

CC: Case File #116-19  
Kevin Flynn, Building Official for Burke County

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Minutes Acceptance: Minutes of Sep 3, 2019 3:00 PM (APPROVAL OF MEETING MINUTES)



Minutes Acceptance: Minutes of Sep 3, 2019 3:00 PM (APPROVAL OF MEETING MINUTES)

Mr. Kirkley reported that the home originally caught fire on January 31, 2008.

Chairman Carswell opened the floor for comments or questions from the Board. Commissioner Abele asked if Mr. Kirkley believes the home can be repaired. Mr. Kirkley said he does not know if the property owner is in a financial position to be able to repair the home. He estimated that it would cost between \$5,000 - \$10,000 to demolish and clear the home.

Chairman Carswell confirmed that it would take between \$5,000 - \$10,000 for the County to demolish the home. Mr. Kirkley said yes and noted that the County could pursue a lien on the property or other options. He said he checked with the Tax Office and there are no outstanding taxes owed on the property. Mr. Kirkley said the lot is 0.34 acre and the tax value of the

property is approximately \$16,000. He also noted that this was initiated as a citizen report, most likely from one of the neighbors.

Vice Chairman Mulwee asked if the house has been in that condition for 11 years. Mr. Kirkley said according to the Fire Marshal report, yes, however, the current owners of the home purchased it in 2014, after the home was already burned.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 9/17/2019 AT 6:00 PM**

**COMM. DEV- ABATEMENT AND DEMOLITION ORDER 4155 ST. PAUL'S CHURCH RD**

Bradley Kirkley, Zoning Administrator, presented information regarding the Abatement and Demolition Order for 4155 St. Paul's Church Road as follows:

For the purpose of this request and decision item, Code Enforcement, in conjunction with Burke County Building Inspections are requesting the approved abatement and demolition order, from the Board of Commissioners, for removal, demolition, cleanup, and disposal of an un-permitted and condemned manufactured home at 4155 St. Paul's Church Road. This abatement and order would include the manufactured home, removal of an abandoned vehicle, and the removal of solid waste from the parcel noted above. Community Development is requesting approval from the Commissioners to carry out the order, remove the violations, and resolve this nuisance item. A timeline for the events of this matter are described below:

On February 4, 2019, issues were reported to Code Enforcement regarding the un-permitted setup of a Class D manufactured home on property addressed as 4155 St. Paul's Church Road in Burke County. The mobile home was placed along the roadway near St. Paul's Church Road, with the towing connections still attached and visible. Upon review of the permits in our system, no permits were found. The zoning district for the parcel (Residential-2) prohibits this type of manufactured home to be permitted for new construction and thus, removal of the mobile home was required. On February 6, 2019, a certified notice letter was mailed to the landowner noting the requirement for the removal of un-permitted mobile home.

On February 15<sup>th</sup> of 2019 information was collected which showed that the mobile home had been moved to the rear portion of the property. The initial notice letter was still unclaimed. Having received no feedback, Code Enforcement delivered a notice to the parcel site on March 1, 2019. The mobile home appeared to be occupied without power or water. By having probable cause that the mobile home was being occupied, the mobile home was posted UNSAFE by Kevin Flynn of Burke County Building Inspections. A condemnation hearing notice was also posted and mailed, alerting the owner of a public hearing on March 14, 2019.

At the public hearing, which was attended by Kenneth Piercy, a Condemnation Order was issued for the mobile home giving the requirement for demolition or removal from the site on/or before May 13, 2019. The mobile home, per Piercy,

was said to have been hauled in from Dysartsville Road, with the age or year of the mobile home not known. On March 18, 2019 Deputy James Marler posted the Condemn Order on the mobile home.

Since such time, the deadline expired for removal or demolition. No feedback has been provided from Mr. Piercy since the hearing date and no changes have occurred to bring the site into compliance. Multiple visits have been conducted for the site, with multiple vehicles being found on the property at multiple times. Upon our last inspection, a vehicle (Ford Pickup) was found blocking the access roadway to the mobile home. This vehicle is the same vehicle that is the source of a separate enforcement file regarding a junk vehicle and solid waste on the same property. The vehicle is listed to the ownership of Vickie Powell. The vehicle has no valid tags.

**Budgetary Effect:** The total cost for the removal or demolition of both the mobile home and abandoned vehicle is unknown at this time. If approved by the Board, bids would be sought with multiple mobile home removal companies for the unpermitted mobile home. Standard disposal fees at the county landfill for a single-wide mobile home is less than five hundred (\$500.00) dollars, with a hauling fee in addition to that cost. Removal of the abandoned vehicle would be conducted with a tow company, with the impound fee billed to the vehicle owner. Solid waste and trash for the site is limited and could be accomplished through the same mobile home disposal bid.



Minutes Acceptance: Minutes of Sep 3, 2019 3:00 PM (APPROVAL OF MEETING MINUTES)

September 3, 2019 (Pre-Agenda)

DRAFT




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## Burke County Community Development Division of Code Enforcement

---

February 6, 2019

Kenneth D. Epley  
5140 Foreman Street  
Morganton, NC 28655

**Re: Notice Regarding Un-Permitted Mobile Home- Removal Needed**  
**911 Address: 4155 St. Paul's Church Road**  
**Property Pin # 1763695951**

To Whom It May Concern:

Following a phoned report of this property on February 4<sup>th</sup> of 2019, a zoning violation was discovered for property listed to your ownership at 4155 St. Paul's Church Road of Burke County. The violation in question regards the un-permitted placement and potential setup of a mobile home, without the approval and proper permits of Burke County Zoning or Burke County Building Inspections Department. Per our files, this office has no permits on file for the construction work found at the site. The mobile home is being classified as a Class D Singlewide, which is not permitted. A photograph of the mobile home has been included for your review.

In order to reach closure per this case file, and to avoid civil penalty, five (5) days are being allowed, from receipt of this notice, for the unpermitted mobile home to be removed from the parcel site. Zoning for the parcel to which the mobile home has been placed is zoned as Residential-2 (R-2), which prohibits the setup or allowance of metal-on-metal single wide manufactured homes. Given the fact that the mobile home cannot be permitted for permanent placement, the mobile home must be removed. Failure to comply may result in the issuance of civil penalties as required. A copy of this notice shall remain on file for future referral. For any questions, please feel free to contact this office for assistance. Your attention to these matters is most appreciated.

Sincerely,

Bradley N. Kirkley  
Zoning Administrator, CZO  
Code Enforcement Supervisor

CC: Violation Case File #025-19  
Burke County Building Inspections Department

---

110 N. Green Street – Telephone (828) 764-9030 – Fax (828) 764-9021  
Post Office Box 219, Morganton, NC 28680-0219

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Minutes Acceptance: Minutes of Sep 3, 2019 3:00 PM (APPROVAL OF MEETING MINUTES)

September 3, 2019 (Pre-Agenda)

DRAFT




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## Burke County Community Development Division of Code Enforcement

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March 1, 2019

Kenneth D. Epley  
5140 Foreman Street  
Morganton, NC 28655

**Re: Notice Regarding Un-Permitted Mobile Home- Removal Needed**  
**HAND DELIVERED COPY**

**911 Address: 4155 St. Paul's Church Road**  
**Property Pin # 1763695951**

To Whom It May Concern:

Following a phoned report of this property on February 4<sup>th</sup> of 2019, a zoning violation was discovered for property listed to your ownership at 4155 St. Paul's Church Road of Burke County. The violation in question regards the un-permitted placement and potential setup of a mobile home, without the approval and proper permits of Burke County Zoning or Burke County Building Inspections Department. Per our files, this office has no permits on file for the construction work found at the site. The mobile home is being classified as a Class D Singlewide, which is not permitted. A photograph of the mobile home has been included for your review.

In order to reach closure per this case file, and to avoid civil penalty, five (5) days are being allowed, from receipt of this notice, for the unpermitted mobile home to be removed from the parcel site. Zoning for the parcel to which the mobile home has been placed is zoned as Residential-2 (R-2), which prohibits the setup or allowance of metal-on-metal single wide manufactured homes. Given the fact that the mobile home cannot be permitted for permanent placement, the mobile home must be removed. Failure to comply may result in the issuance of civil penalties as required. A copy of this notice shall remain on file for future referral. For any questions, please feel free to contact this office for assistance. Your attention to these matters is most appreciated.

Sincerely,

Bradley N. Kirkley  
Zoning Administrator, CZO  
Code Enforcement Supervisor

CC: Violation Case File #025-19  
Burke County Building Inspections Department

---

110 N. Green Street – Telephone (828) 764-9030 – Fax (828) 764-9021  
Post Office Box 219, Morganton, NC 28680-0219

---

Minutes Acceptance: Minutes of Sep 3, 2019 3:00 PM (APPROVAL OF MEETING MINUTES)

September 3, 2019 (Pre-Agenda)

DRAFT




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**Burke County Building Services**  
**DIVISION OF CODE ENFORCEMENT**

---

March 4, 2019

Kenneth D. Piercy  
5140 Foreman Street  
Morganton, NC 28655

Subject: **Notice of Condemnation of Property/Mobile Home (General Statute 153A-366)**  
Property Address: 4155 St. Paul's Church Road  
Property Pin # 1763695951

To Whom It May Concern:

Following a visual check of the listed property, as discovered after a mobile home was setup without a permit on February 4<sup>th</sup> of 2019, and whereas visual evidence would suggest the requirement thereof, property listed to your ownership at 4155 St. Paul's Church Road in Burke County, NC is being ruled unsafe and hazardous. The unsafe structure in question references that of a single wide mobile home, as said to have been placed without a permit and to be in occupancy without power or water service. A photo of the structure has been included for your review.

Given the extent of the issues present for the mobile home, and with the code violations and/or health hazards present, it is the opinion of Kevin Flynn, Building Inspector for Burke County that this structure has been considered to be in violation of North Carolina General Statute 153A-366. General Statute 153A-366 is the procedure of condemnation. It is through this notice that we wish to inform you that we have posted notice on the mobile home and are hereby requesting feedback from all involved parties.

In accordance with General Statute 153A-366, a hearing is being set for March 14<sup>th</sup> of 2019 at 8:00 AM. This hearing will be conducted within our offices located Door C at 110 North Green Street, Morganton. A copy of this notice shall remain on file for future reference and referral. For any questions, please feel free to contact our office for assistance.

Sincerely,

Bradley N. Kirkley  
Zoning Administrator/ CZO  
Code Enforcement Supervisor

CC: Condemnation Case File #025-19  
Kevin Flynn, Burke County Building Inspections

---

110 N. Green Street – Telephone (828) 764-9030 – Fax (828) 764-9021  
Post Office Box 219, Morganton, NC 28680-0219

---

Minutes Acceptance: Minutes of Sep 3, 2019 3:00 PM (APPROVAL OF MEETING MINUTES)



**Burke County Building Services  
DIVISION OF CODE ENFORCEMENT**

**COPY**

March 14, 2019

Kenneth Piercy Epley  
5140 Foreman Street  
Morganton, NC 28655

Subject: **Order of Remedy of Property (General Statute 153A-366)**  
Property Address: 4155 St. Paul's Church Road  
Property Pin # 1763695951

To Whom It May Concern:

Following a public hearing, conducted on the date of this letter, the following Order is being issued regarding property listed to your ownership at 4155 St. Paul's Church Road of Burke County as described by the regulations set forth within North Carolina General Statute 153A-369. This Order is being issued regarding proper remedy concerning the Condemnation of a manufactured home located on the noted property as being placed there without proper permits from necessary county offices. The mobile home is considered a Class D manufactured home and is not permitted within the current zoning district.

You are hereby, from the issuance of this Order, allowed sixty (60) days, or until May 13<sup>th</sup> of 2019, to offer remedy for the abandoned manufactured home in the manner of:

1. Remove, by means of demolition and cleanup of the mobile home from the site. Demolition shall comprise the complete and total removal of the unit from the site, with no debris remaining. If not seeking to be demolished, relocation of the mobile home, to a separate parcel which allows for the mobile home to be placed must be obtained and carried out. If seeking to relocate the home within Burke County, proper permits must be obtained for the unit.

Failure to comply with this given Order can result in a Class 1 Misdemeanor, as outlined within North Carolina General Statute 153A-371. Let it be noted, you are allowed ten (10) days to file an appeal to this Order. All appeals must be provided in writing and supplied to the Clerk of the Burke County Board of Commissioners, as well as, Burke County Building Inspections for review.

A copy of this Order shall remain on file for future reference and referral. For any questions regarding any matters addressed herein, or to question the given Order listed, please feel free to contact this office for assistance. Your advanced cooperation and assistance shall be most appreciated.

Sincerely,

Bradley N. Kirkley  
Zoning Administrator, CZO / Code Enforcement Supervisor

CC: Case File #025-19  
Steve Holden, Building Official for Burke County

110 N. Green Street – Telephone (828) 764-9030 – Fax (828) 764-9021  
Post Office Box 219, Morganton, NC 28680-0219

Minutes Acceptance: Minutes of Sep 3, 2019 3:00 PM (APPROVAL OF MEETING MINUTES)

September 3, 2019 (Pre-Agenda)

DRAFT

# Burke County Community Development

Building Inspections

Planning

Code Enforcement

June 13, 2019

Kenneth Piercy Epley  
5140 Foreman Street  
Morganton, NC 28655

Subject: **Order per General Statute 153A-366 Expired- Commissioners Decision Requested**  
Property Address: 4155 St. Paul's Church Road  
Property Pin # 1763695951

To Whom It May Concern:

Following a follow-up site inspection, conducted in accordance with the given Order of Condemnation from March 14<sup>th</sup> of 2019, for the required demolition or removal of an unpermitted mobile home at 4155 St. Paul's Church Road of Burke County, the timetable for demolition or removal has long since expired. This notice is to make you aware of case file transfer, and the possible progression of demolition, as initiated by Burke County and its elected/appointed offices.

Since the timeline for demolition/removal has expired, and since no written appeal was offered within ten (10) days of the given Order, no extensions are able to be given for the required removal of this noted structure. All steps associated with NC General Statute 153A-369 have been adhered to and followed in accordance with all necessary guidelines.

As such, I wish to make you aware that this case file is being transferred for decision, within the coming weeks, to the Burke County Board of Commissioners for the enforcement of demolition proceedings. The possibility of property liens, enforcement penalties, and citations will be up for review and discussion as a means of closure regarding this case file.

This letter is being mailed to you to make you aware, and should any questions arise, you will know to whom you will need to speak with concerning this matter. As the decision and meeting draws near, copies of any notices will be mailed, to this listed address, for your review. In addition, a copy is also being posted at the property site for our records.

If you have any questions or need to speak with our offices concerning this matter, please feel free to contact our office for assistance. You will be notified accordingly as matters progress. A copy of this letter will remain within our files for future referral.

Sincerely,

Bradley N. Kirkley  
Zoning Administrator/CZO  
Code Enforcement Supervisor

CC: Case File #025-19

P.O. Box 219, 110 North Green Street, Morganton, North Carolina 28680  
Email: [comdev@burkenc.org](mailto:comdev@burkenc.org) Telephone: (828) 764-9030 – FAX: (828) 764-9021

Mr. Kirkley noted that after the discovery and subsequent mailed notice, the property owner moved the mobile home into the woods in the hope that Community Development would not find the mobile home. Further, the truck blocking the driveway shown in the photos is now gone. Mr. Kirkley said according to the tax records, the property owner is Kenneth Dwayne

Minutes Acceptance: Minutes of Sep 3, 2019 3:00 PM (APPROVAL OF MEETING MINUTES)

September 3, 2019 (Pre-Agenda)

DRAFT

Epley, which is an alias, not his legal name. Kenneth Dwayne Piercy is the legal name of the property owner. He said unlike the previous item, staff is looking to use whatever legal means available, through the County Attorney's office, to remove the mobile home and any solid waste from the property. Mr. Kirkley said he is unsure of the total cost of the removal / disposal of the mobile home / waste, however, there is generally a disposal fee, a few hundred dollars for a single-wide mobile home, at the landfill.

Chairman Carswell opened the floor for comments or questions from the Board. Commissioner Brittain said based on personal experience the removal / disposal will be approximately \$2,500. Mr. Kirkley said the mobile home is believed to have been brought in from McDowell County and the property owner is "well known" by the Sheriff's Office. He said a neighbor told him today that it has been around a month since there was any activity on the property.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 9/17/2019 AT 6:00 PM**

#### **COMM. DEV. - ZONING MAP AMENDMENT ZMA 2019-05**

Chairman Carswell said this rezoning item is a place holder and will be discussed today at the Board's 4:00 p.m. recessed meeting.

At its August meeting, the Board held a public hearing on this rezoning request and moved the item to its September agenda for further analysis. Shortly thereafter, this item was added to the agenda for the Commissioners' recessed meeting on September 3, 2019 at 4 p.m. This item is a place holder for the September regular meeting agenda, and it will be updated after the recessed meeting.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 9/17/2019 AT 6:00 PM**

#### **REPORTS**

##### **GEN. SERVICES - WATER & SEWER REPORT (PLACE HOLDER)**

As requested by the Commissioners several months ago, Miles Champion, General Services Director, reported he is preparing updated water and sewer maps for presentation at the regular meeting that shows the direction of the County's water and sewer infrastructure, including the Highway 18 South and Rhoney Road water line grant project. An update on water grant will also be provided then.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 9/17/2019 AT 6:00 PM**

#### **OTHER DISCUSSION ITEMS**

##### **COMM. DEV - DEED OF TRUST CANCELLATION**

In response to questions from Commissioner Brittain, J.R. Simpson, II, County Attorney, explained how the Crisis Housing Assistance Fund (CHAF) federal grant worked, the grant requirements, and the purpose of cancelling of the deed of trust placed on the property.

Minutes Acceptance: Minutes of Sep 3, 2019 3:00 PM (APPROVAL OF MEETING MINUTES)

September 3, 2019 (Pre-Agenda)

DRAFT

**ADJOURN****Motion: To adjourn at 3:53 p.m.**

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

Approved this 17<sup>th</sup> of March 2020.

---

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

Attest:

---

 Kay Honeycutt Draughn, CMC, NCMCC  
 Clerk to the Board

Minutes Acceptance: Minutes of Sep 3, 2019 3:00 PM (APPROVAL OF MEETING MINUTES)

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**PRESENTATIONS**

---

**Subject Title:** AS - Pet of the Month

**Presented By:** Kaitlin Settlemyre

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

**Budgetary Effect:** None.

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

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

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**PRESENTATIONS**

---

**Subject Title: Finance - Presentation of FY 18-19 Audit**

**Presented By: Scott Cook, Phil Church and Rick Hammer**

**Summary of Information:** The County's auditor, Lowdermilk Church & Co. LLP, will present highlights of the audit for FY 18-19 and respond to questions the Board may have.

**Budgetary Effect:** NA

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

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

**Lowdermilk Church & Co., L.L.P.**  
*Certified Public Accountants*

121 N. Sterling Street  
 Morganton, North Carolina 28655  
 Phone: (828) 433-1226  
 Fax: (828) 433-1230

To the Board of Commissioners of  
 Burke County  
 Morganton, North Carolina

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Burke County, North Carolina for the year ended June 30, 2019. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards (and, if applicable, Government Auditing Standards and the Uniform Guidance), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you dated February 14, 2019. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

*Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Burke County, North Carolina are described in Note I to the financial statements. As described in Note 9 to the financial statements, Burke County changed accounting policies related to note disclosures by adopting Statement of Governmental Accounting Standards (GASB Statement) No. 88, Certain Disclosures Related to Debt, including Direct Borrowing and Direct Placements, in the year ended June 30, 2019. The only effect of this change was the note disclosures. We noted no transactions entered into by Burke County, North Carolina during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting Burke County, North Carolina's financial statements was:

Management's estimate of depreciation is based on estimated useful lives. We evaluated the key factors and assumptions used to develop the depreciation lives in determining that it is reasonable in relation to the financial statements taken as a whole

Management's estimate of the allowance for doubtful accounts is based on ad valorem taxes receivable and EMS fee collections. We evaluated the key factors and assumptions used to develop the allowance in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was the disclosure for long-term obligations in Note 3.B.6 to the financial statements.

### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated January 24, 2020.

### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to Burke County, North Carolina's financial statements, or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as Burke County, North Carolina's auditors. However, these discussions occurred in the normal course of our professional relationship, and our responses were not a condition to our retention.

### Other Matters

We applied certain limited procedures to Management's Discussion and Analysis, the Schedule of Changes in the Total OPEB Liability and Related Ratios, Local Government Employees' Retirement System Schedules of the Proportionate Share of the Net Pension Liability and the Law Enforcement Officers' Separation Allowance Schedules of the Changes in Total Pension Liability and Total Pension Liability as a Percentage of Covered Payroll, and the Register of Deeds' Supplemental Pension Fund Schedule of the County's Proportionate Share of the Net Pension Asset and Schedule of County Contributions, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on combining statements, and individual fund statements and budgetary schedules, which accompany the financial statements, but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of the Board of Commissioners and the management of Burke County, North Carolina and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

*Lowdermilk Church & Co., L.L.P.*

Morganton, North Carolina  
January 24, 2020

**BURKE COUNTY**  
**Financial Highlights**  
**Years Ended June 30, 2019 and 2018**

<b><u>General Fund</u></b>	<b><u>2019</u></b>	<b><u>2018</u></b>
Cash and investments	\$ 26,713,854	\$ 26,983,966
Total assets	32,910,721	31,716,316
Unassigned fund balance	16,987,127	15,224,971
Total revenue	79,492,889	75,091,220
Total expenditures	81,059,361	77,513,039
Other financing sources	3,966,953	3,421,271
Increase (decrease) in fund balance	2,400,481	999,451
Ad valorem taxes collected current year levy	45,988,431	45,618,601
Percent of taxes collected current year levy	98.20	98.58
Investment income	626,920	300,950
<b><u>Proprietary Funds</u></b>		
Cash and investments	\$ 2,434,620	\$ 2,147,795
Total assets	20,789,300	21,015,550
Net position	13,900,099	14,438,141
Operating revenue	6,914,316	6,663,581
Operating expenses	7,514,475	6,442,704
Nonoperating revenues (expenses)	160,257	142,455
Transfers in (out)	(98,141)	95,518
Change in net position	(538,043)	458,851
Accounts receivable	678,356	551,794
Investment income	32,178	23,146
<b><u>Other Governmental Funds</u></b>		
Cash and investments	\$ 15,218,648	\$ 13,630,996
Cash with fiscal agent	7,330,420	26,408,027
Total assets	26,191,074	42,662,463
Fund balance	24,173,419	38,258,067
Total revenue	14,811,099	16,057,885
Total expenditures	25,110,780	28,713,052
Other financing sources (uses)	(3,784,936)	16,493,212
Increase (decrease) in fund balance	(14,084,617)	3,838,043

**Fund Balances Available**

\* Local Government Commission minimum recommended general fund balance should be at least 8% (one month) of general fund expenditures at the end of the fiscal year.

	<u>2019</u>	<u>2018</u>
Unassigned Fund Balance	<u>\$16,987,127</u>	<u>\$15,224,971</u>
Expenditures and other financing sources and uses	84,228,285	81,034,812
Unassigned Fund Balance Percentage	20.17%	18.79%
State average for Counties with a population grouping of 50,000 to 99,999	37.72%	35.86%



**BURKE COUNTY, NORTH CAROLINA**

**FINANCIAL STATEMENTS**

**FOR THE FISCAL YEAR ENDED JUNE 30, 2019**

## BURKE COUNTY, NORTH CAROLINA

### BOARD OF COUNTY COMMISSIONERS

Johnnie W. Carswell	Chairman
Scott Mulwee	Vice-Chairman
Wayne Abele	Commissioner
Jeffrey Brittain	Commissioner
Maynard Taylor	Commissioner
Kay H. Draughn	Clerk to the Board

### COUNTY OFFICIALS

Kenneth B. Steen	County Manager
Margaret Pierce	Deputy County Manager/Finance Director
Scott Carpenter	Deputy County Manager/Planning Director
Brock Hall	Communications Director
Spring Williams-Byrd	Cooperative Extension Director
Korey Fisher-Wellman	DSS Director
Debbie Mace	Board of Elections Director
Greg Curry	Emergency Medical Services Director
Michael Willis	Fire Marshal/Emergency Services Director
Miles Champion	General Services Director
Rebecca McLeod	Health Director
Rhonda Lee	Human Resources Director
Steve Bennett	Information Technology Director
Jim Wilson	Library Director
Treg McGee	Recreation Director
Stephanie Norman	Register of Deeds
Roxanne Powell	Senior Services Director
Steve Whisenant	Sheriff
Danny Isenhour	Tax Administrator

**Burke County, North Carolina**  
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June 30, 2019

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# FINANCIAL SECTION

**Lowdermilk Church & Co., L.L.P.**  
*Certified Public Accountants*

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 Morganton, North Carolina 28655  
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**Independent Auditors' Report**

To the Board of Commissioners of  
 Burke County  
 Morganton, North Carolina

**Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Burke County, North Carolina as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise Burke County, North Carolina's basic financial statements as listed in the table of contents.

**Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

**Auditors' Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of Burke County Tourism Development Authority, which represent .33 percent, 1.01 percent, and .55 percent, respectively, of the assets, net position, and revenues of Burke County, North Carolina. Those financial statements were audited by other auditors whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for Burke County Tourism Development Authority, is based solely on the report of the other auditors. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. The financial statements of Burke County Tourism Development Authority were not audited in accordance with Government Auditing Standards.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## Opinions

In our opinion, based on our audit and the report of the other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Burke County, North Carolina, as of June 30, 2019, and the respective changes in financial position, and, where applicable, cash flows thereof and the respective budgetary comparison for the General Fund and the School One Cent Sales Tax Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## Other Matters

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, the Local Government Employees' Retirement System Schedules of the Proportionate Share of the Net Pension Liability (Asset) and Contributions, the Register of Deeds' Supplemental Pension Fund Schedule of the County's Proportionate Share of the Net Pension Liability (Asset) and Contributions, and the Law Enforcement Officers' Special Separation Allowance Schedules of the Changes in Total Pension Liability and Total Pension Liability as a Percentage of Covered Payroll the Other Postemployment Benefits Schedule of Changes in the Net OPEB Liability and Related Ratios, on pages 4-10 and 54-60, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Burke County, North Carolina's basic financial statements. The combining and individual fund financial statements, budgetary schedules, other schedules, and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements. The schedule of expenditures of federal and State awards is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, *Audits of States, Local Governments, and Non-Profit Organizations*, and is also not a required part of the basic financial statements.

The combining and individual fund financial statements, budgetary schedules, other schedules, and the schedule of expenditures of federal and State awards are the responsibility of management and were derived from, and relate directly to, the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements, or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America by us and the other auditor. In our opinion, based on our audit, the procedures performed as described above, and the report of the other auditor, the combining and individual fund financial statements, the budgetary schedules, other schedules, and the schedule of expenditures of federal and State awards are fairly stated in all material respects in relation to the basic financial statements as a whole.

The statistical section has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

**Other Reporting Required by Government Auditing Standards**

In accordance with Government Auditing Standards, we have also issued our report dated January 24, 2020 on our consideration of Burke County, North Carolina's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of the report is to describe the scope of our testing of internal control over financial reporting and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of Burke County, North Carolina's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering Burke County, North Carolina's internal control over financial reporting and compliance.

*Lowdermilk Church & Co., L.L.P.*

Morganton, North Carolina  
January 24, 2020

# MANAGEMENT DISCUSSION AND ANALYSIS

## MANAGEMENT'S DISCUSSION AND ANALYSIS

# Burke County

Year Ended June 30, 2019

As management of Burke County, we offer readers of Burke County's financial statements this narrative overview and analysis of the financial activities of the County for the fiscal year ended June 30, 2019. We encourage users to read the information presented here in conjunction with additional information we have furnished in the County's financial statements and notes which follow this narrative.

## Financial Highlights

- The assets of the County exceeded its liabilities at the close of the fiscal year by \$33,851,476.
- The County's total net position increased by \$1,210,946 primarily due to an increase in cash assets from revenues, particularly sales tax, exceeding budget projections and a reduction in outstanding liabilities coupled with operating expenditures below expected levels.
- The County's unassigned fund balance for the General Fund was \$16,987,127 at the end of the year, representing 20.96% of total General Fund expenditures. This is an increase of \$1,762,156 in unassigned fund balance over the previous year.
- Total fund balance increased by \$2,400,481 bringing it to \$25,539,185.
- Total County debt decreased by \$6,367,134 outstanding principal with governmental debt decreasing by \$6,355,000.
- Construction on the new jail continued with completion expected by December 2019.
- The County began a project to renovate and expand the Valdese Library. This project was assisted by a \$280,000 donation from the Library Foundation during the fiscal year.

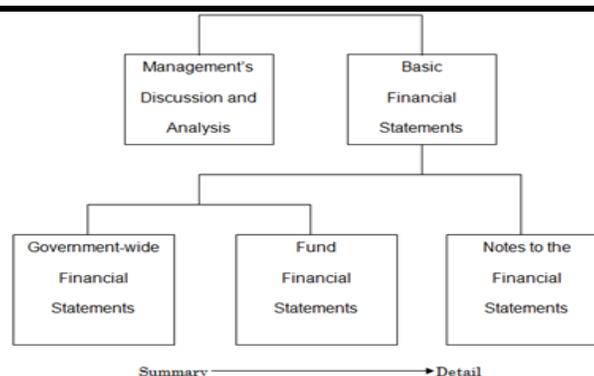
## Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to Burke County's basic financial statements. The County's basic financial statements consist of three components, 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements.

The basic financial statements present two different views of the County's finances through the use of government-wide statements and fund financial statements. In addition to the basic financial statements, this report contains other supplemental information that will enhance the reader's understanding of the financial condition of Burke County.

### Required Components of Annual Financial Report

Figure 1



## Basic Financial Statements

The first two statements (Exhibits A and B) in the basic financial statements are the **Government-wide Financial Statements**. They provide both short and long-term information about the County's financial status.

The next statements (Exhibits C through I) are **Fund Financial Statements**. These statements focus on the activities of the individual parts of the County's government. These statements provide more detail than the government-wide statements. There are four parts to the fund financial statements: 1) the governmental fund statements, 2) the budgetary comparison statements 3) the proprietary fund statements and 4) the fiduciary fund statements.

## MANAGEMENT'S DISCUSSION AND ANALYSIS

The next sections of the basic financial statements are the **notes**. The notes to the financial statements explain in detail some of the data contained in those statements. Directly following the notes is the **supplemental information**. This section first contains **required supplemental information** about the County's pension plans and the other postemployment benefits plan, followed by additional **supplemental information**. This **supplemental information** is provided to show details about the County's individual funds. Budgetary information required by the General Statutes also can be found in this part of the statements.

### Government-wide Financial Statements

The government-wide financial statements are designed to provide the reader with a broad overview of the County's finances, similar in format to a financial statement of a private-sector business. The government-wide statements provide short and long-term information about the County's financial status as a whole.

The two government-wide statements report the County's net position and how the net position has changed. Net position is the difference between the County's total assets and deferred outflows of resources and total liabilities and deferred inflows of resources. Measuring net position is one way to gauge the County's financial condition.

Government-wide financial statements may be divided into as many as three categories: 1) governmental activities, 2) business-type activities, and 3) component units. The governmental activities include most of the County's basic services such as public safety, parks and recreation, and general administration. Property taxes and state and federal grant funds finance most of these activities. The business-type activities are those that the County charges customers to provide. This includes water, sewer and solid waste services offered by Burke County. The final category is the component units. The Burke County Tourism Development Authority (TDA) is a separate governmental entity created to administer occupancy tax funds collected to promote tourism in the County. The nine voting members of the Authority Board are appointed by the County Board of Commissioners.

### Fund Financial Statements

The fund financial statements provide a more detailed look at the County's most significant activities. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Burke County, like all governmental entities in North Carolina, uses fund accounting to ensure and reflect compliance (or non-compliance) with finance-related legal requirements, such as the General Statutes or the County's budget ordinance. All County funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

**Governmental Funds** – Governmental funds are used to account for those functions reported as governmental activities in the government-wide financial statements. Most of the County's activities are accounted for in governmental funds. These funds focus on how assets can readily be converted into cash flow in and out, and what monies are left at year-end that will be available for spending in the next year. Governmental funds are reported using an accounting method called modified accrual accounting which focuses on current financial resources. As a result, the governmental fund financial statements give the reader a detailed short-term view that helps him or her determine if there are more or less financial resources available to finance the County's programs. The relationship between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds is described in a reconciliation that is a part of the fund financial statements.

The County adopts an annual budget for its General Fund, as required by the General Statutes. The budget is a legally adopted document that incorporates input from the citizens of the County, the management of the County, and the decisions of the Board about which services to provide and how to pay for them. It also authorizes the County to obtain funds from identified sources to finance these current period activities. The budgetary statement provided for the General Fund demonstrates how well the County complied with the budget ordinance and whether or not the County succeeded in providing the services as planned when the budget was adopted. The budgetary comparison statement uses the budgetary basis of accounting and is presented using the same format, language, and classifications as the legal budget document. The statement shows three columns: 1) the final budget as amended by the board, 2) the actual resources, charges to appropriations, and ending balances in the General Fund, and 3) the difference or variance between the final budget and the actual resources and charges. To account for the difference between the budgetary basis of accounting and the modified accrual basis, a reconciliation showing the differences in the reported activities is shown at the end of the budgetary statement.

**Proprietary Funds** - Burke County has three proprietary funds, the Water and Sewer Fund, the Water and Sewer Capital Fund, and the Solid Waste Fund. Enterprise funds are used to report the same functions presented as business-like activities in the government-wide financial statements. Burke County uses enterprise funds to account for its water, sewer and solid waste

## MANAGEMENT'S DISCUSSION AND ANALYSIS

operations. These funds are the same as those separate activities shown in the business-type activities in the Statement of Net Position and Statement of Activities.

**Fiduciary Funds** - Fiduciary funds are used to account for resources held for the benefit of parties outside of the government. Burke County has four fiduciary funds, all of which are agency funds.

**Notes to the Financial Statements** – The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements start on page 22 of this report.

**Other Information** – In addition to the basic financial statements and accompanying notes, this report includes certain required supplementary information concerning Burke County's progress in funding its obligation to provide pension benefits to its employees and other postemployment benefits. Required supplementary information can be found beginning on page 55 of this report.

### Government-Wide Financial Analysis

#### Burke County's Net Position

Figure 2

	Governmental		Business-type		Total	
	Activities		Activities			
	2019	2018	2019	2018	2019	2018
Current and other assets	\$ 61,735,066	\$ 77,226,327	\$ 3,182,052	\$ 2,891,931	\$ 64,917,118	\$ 80,118,258
Net capital assets	53,339,613	42,070,171	17,607,248	18,123,618	70,946,861	60,193,789
Total assets	115,074,679	119,296,498	20,789,300	21,015,549	135,863,979	140,312,048
Total deferred outflows of resources	8,988,951	6,983,058	208,554	124,961	9,197,505	7,108,019
Long-term liabilities outstanding	64,848,080	94,559,810	189,013	5,866,882	65,037,093	100,426,692
Other liabilities	37,803,041	12,165,703	6,837,577	812,184	44,640,618	12,977,889
Total liabilities	102,651,121	106,725,513	7,026,590	6,679,066	109,677,711	113,404,581
Total deferred inflows of resources	1,461,132	1,351,654	71,165	23,303	1,532,297	1,374,957
Net position:						
Net investment in capital assets	39,335,032	30,475,792	17,473,775	17,978,011	56,808,807	48,453,803
Restricted	25,017,233	44,031,117	-	-	25,017,233	44,031,117
Unrestricted	(44,400,888)	(56,304,520)	(3,573,676)	(3,539,869)	(47,974,564)	(59,844,389)
Total net position	\$ 19,951,377	\$ 18,202,389	\$ 13,900,099	\$ 14,438,142	\$ 33,851,476	\$ 32,640,531

As noted earlier, net position may serve over time as one useful indicator of a government's financial condition. The assets of the County exceeded liabilities by \$33,851,476 at June 30, 2019. The County's net position increased by a total of \$1,210,946 for the fiscal year. Net position is reported in three categories: Net investment in capital assets of \$56,808,807; restricted net position of \$25,017,233; and unrestricted net position of \$(47,974,564).

The net investment in capital assets is defined as the County's investment in County owned capital assets (e.g. land, buildings, automotive equipment, office and other equipment), less any related debt still outstanding that was issued to acquire those items. The County uses these assets to provide services to citizens; consequently, these assets are not available for future spending. Although the County's investment in its capital assets is reported net of the outstanding debt, the resources needed to repay that debt must be provided by other sources, since the capital assets cannot be used to liquidate these liabilities. At June 30, 2019, the increase in this category of net position correlates to reduced outstanding debt along with increased capital assets such as the construction in progress on the jail and library projects.

Another category of net position is restricted net position. This represents resources that are subject to external restrictions on how they may be used. The County has restricted assets due to statutory requirements for Register of Deeds Automation Enhancement Funds, DSS, Health Department, Public Safety, Environmental Protection, and Stabilization by State Statutes. Special revenues funds and Register of Deeds pension assets account for the balance of the restricted net position.

## MANAGEMENT'S DISCUSSION AND ANALYSIS

The final category of net position is unrestricted net position. This balance may be used to meet the government's ongoing obligations to citizens and creditors. Several particular aspects of the County's financial operations affected the reporting of total unrestricted net position:

- Liabilities for school debt of \$41,660,000 are reported with no offsetting assets creating a negative unrestricted net position;
- Increases for pension liabilities will decrease unrestricted net position and are partially outside the County's control.

**Burke County Changes in Net Position**  
**Figure 3**

	Governmental Activities		Business-type Activities		Total	
	2019	2018	2019	2018	2019	2018
<b>Revenues</b>						
Program revenues:						
Charges for services	\$ 6,494,966	\$ 6,454,959	\$ 6,914,316	\$ 6,663,581	\$ 13,409,282	\$ 13,118,540
Operating grants and contributions	16,887,957	12,185,007	118,986	-	17,006,943	12,185,007
Capital grants	6,179,146	3,880,964	-	64,785	6,179,146	3,945,749
General revenues:						
Property taxes	50,774,360	49,453,349	-	-	50,774,360	49,453,349
Other taxes	11,593,447	16,285,051	-	-	11,593,447	16,285,051
Grant and contributions not restricted to specific programs	2,486,153	-	-	-	2,486,153	-
Other	704,417	2,662,206	41,271	77,671	745,688	2,739,877
Total revenues	95,120,446	90,921,536	7,074,573	6,806,037	102,195,019	97,727,573
<b>Expenses</b>						
General government	9,661,377	9,625,513			9,661,377	9,625,513
Public safety	26,027,584	23,154,608			26,027,584	23,154,608
Transportation	67,566	53,173			67,566	53,173
Economic & physical development	3,085,936	2,769,354			3,085,936	2,769,354
Environment protection	539,363	162,446			539,363	162,446
Humans services	20,535,142	19,850,366			20,535,142	19,850,366
Cultural and recreation	2,261,645	2,989,309			2,261,645	2,989,309
Education	24,964,134	36,000,244			24,964,134	36,000,244
Interest on long-term debt	2,426,744	1,994,615			2,426,744	1,994,615
Water/Sewer			2,087,220	1,776,450	2,087,220	1,776,450
Solid Waste			5,427,254	4,666,253	5,427,254	4,666,253
Total expenses	89,569,491	96,599,628	7,514,474	6,442,703	97,083,965	103,042,331
Increase (decrease) in net position before transfers and special items	5,550,955	(5,678,092)	(439,901)	363,333	5,111,054	(5,314,759)
Transfers	98,141	(95,518)	(98,141)	95,518	-	-
Increase (decrease) in net position after transfer and special items	5,649,096	(5,773,610)	(538,042)	458,851	5,111,054	(5,314,759)
Net position, beginning, previously reported	18,202,389	37,241,485	14,438,141	14,246,768	32,640,530	514,488,250
Restatement	(3,900,108)	(13,265,486)	-	(267,479)	(3,900,108)	(13,532,965)
Net position, beginning, restated	14,302,281	23,975,999	14,438,141	13,979,289	28,740,422	37,955,285
Net position, ending	\$19,951,377	\$18,202,389	\$13,900,099	\$14,438,140	\$ 33,851,476	\$ 32,640,520

Attachment: Burke County Audited Financial Statements FY 18-19 (2019) : Finance - Presentation of FY 18-19 Audit

## MANAGEMENT'S DISCUSSION AND ANALYSIS

**Governmental activities:** Governmental activities increased the County's net position by \$1,748,988, thereby accounting for the growth in the net position of Burke County. Key elements of this increase are as follows:

- Sales tax increases due to the improved economic factors particularly in the tourism industry, resulted in revenues above projection;
- Continued high property tax collections at a rate of 98.20% for the current fiscal year;
- Increase in net capital assets due to the jail and library projects;
- Close monitoring of expenditures throughout the year with actual expenditures below budget.

**Business-type activities:** Business-type activities decreased Burke County's net position by \$(538,042). Key elements of this decrease are as follows:

- Revenues for recycling down due to market conditions lower than projected;
- Expenses for solid waste hauling above projections due to higher volume of collections than anticipated;
- Expenses for purchased water in excess of anticipated amounts due to increased prices from vendors.

### Financial Analysis of the County's Funds

Burke County uses fund accounting to ensure and demonstrate compliance with finance-related legal and accounting requirements.

**Governmental Funds** – The focus of Burke County's governmental funds is to provide information on near-term inflows, outflows, and balances of usable resources. Such information is useful in assessing the County's financing requirements. Specifically, fund balance available for appropriation can be a useful measure of a government's net resources available for spending at the end of the fiscal year.

The General Fund is the chief operating fund of the County. At the end of the current fiscal year, the unassigned fund balance of the General Fund increased to \$16,987,127 while total fund balance increased to \$25,539,185. As a measure of the General Fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 20.96% of total General Fund expenditures (\$81,059,361), while total fund balance represents 31.51 percent of that same amount.

**General Fund Budgetary Highlights** - During the fiscal year, the County revised the budget on several occasions. Generally, budget amendments fall into one of three categories: 1) amendments made to adjust the estimates that are used to prepare the original budget ordinance once more exact information is available; 2) amendments made to recognize new funding amounts from external sources, such as Federal and State grants; and 3) increases in appropriations that become necessary to maintain services. Total amendments to the General Fund increased revenues, transfers and expenditures by \$4,105,593 with approximately \$2,853,575 of the amendments related to appropriations of fund balance. Of this amount, \$1.233 million was appropriated for the Courthouse sallyport project, \$82,000 for Fonta Flora bathroom project, \$25,155 for renovations to the Animal Services Center, \$18,110 from Register of Deeds Automation restricted funds, \$10,725 from Health Department restricted funds and the balance was for projects carried forward for completion. The actual operating revenues for the General Fund were \$2,230,043 more than the budgeted amount. Actual operating expenses were less than budgeted by \$4,938,848. Unfinished projects which are budgeted but not completed account for approximately \$1,750,917 (35.45%) and DSS expenditures below budget are \$1,156,618 (23.42%) of the total amount under budget for expenditures.

**Proprietary Funds** - Burke County's proprietary funds are used to provide information on the water and sewer and solid waste enterprises. Total net position of the proprietary funds at the end of the fiscal year amounted to \$13,900,099. The total change in proprietary net position was a decrease of \$538,043. The Water and Sewer Fund (including Capital Fund) accounted for \$670,987 of the decrease with the Solid Waste Fund showing an increase of \$132,944. Fees for services are in the process of evaluation to determine if they are set appropriately to fund capital replacement in future years. Charges for services are sufficient to fund daily operations but not capital replacement accounted for through depreciation expenses. Capital purchases for the Solid Waste Fund are currently funded by General Fund transfers.

## MANAGEMENT'S DISCUSSION AND ANALYSIS

### Capital Asset and Debt Administration

**Capital Assets:** Burke County's investment in capital assets for its governmental and business type activities as of June 30, 2019, totals \$70,946,861 (net of depreciation). These assets include buildings, land, equipment, improvements, and vehicles. Major capital asset transactions during the year include:

- Purchased 20 new vehicles and numerous pieces of equipment for County governmental departments;
- Progress on the new jail and renovations on the Valdese Library.

#### Burke County's Capital Assets, Net of Depreciation

Figure 4

	Governmental	Business	Total
	Activities	Activities	
	2019	2019	2019
Land	\$ 2,539,390	\$ 457,270	\$2,996,660
Buildings	23,503,567	12,851,002	36,354,569
Other improvements	3,256,660	1,592,192	4,848,852
Equipment	2,482,429	1,470,460	3,952,889
Vehicles	2,587,103	378,198	2,965,301
Construction in progress	18,970,464	858,126	19,828,590
Total	\$ 53,339,613	\$ 17,607,248	\$ 70,946,861

Additional information on the County's capital assets can be found in note 3.A.5 of this report.

**Long-term Debt.** As of June 30, 2019, Burke County had \$1,020,000 in bonded debt outstanding with no bonds authorized but not issued.

#### Burke County's Outstanding Debt

Figure 5

	Governmental Activities	
	2019	2018
General Obligation	\$ 1,020,000	\$ 1,425,000
Installment purchase	<u>62,118,473</u>	<u>68,080,607</u>
Total:	<u>\$ 63,138,473</u>	<u>\$ 69,505,607</u>

Burke County's total debt decreased by \$6,367,134 or (9.16%) during the past fiscal year due to scheduled debt service payments. Governmental debt is \$63,005,000 of the total outstanding debt. There is \$133,473 in debt associated with the business activities. No new debt was issued. The State of North Carolina limits the amount of debt that a unit of government can issue to 8 percent of the total assessed value of taxable property located within that government's boundaries less outstanding debt principal. The legal debt margin for Burke County as of June 30, 2019 is \$473,688,703. Additional information regarding Burke County's long-term debt can be found in Note 3.B.6. of this report.

### Economic Factors

The following key economic factors reflect the fiscal environment the County is working in:

- The County continues to experience growth in employment with 278 new positions being created through economic development incentive agreements;
- The County's unemployment rate of 4.3% as of August 2019 is slightly higher than the state average of 4.2% and slightly higher than the federal rate of 3.7% which is consistent with the trends seen before the economic recession;
- Construction and real estate sales have continued to show increases, consistent with state and national trends.

## MANAGEMENT'S DISCUSSION AND ANALYSIS

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### Budget Highlights for the Fiscal Year Ending June 30, 2020

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**Governmental activities** – Revenues are projected to increase primarily due to a 3 percent increase based on state projections. Other revenues are expected to maintain current levels with minor increases.

Budgeted expenditures in the General Fund are projected to increase. 40 new positions are authorized in the budget for DSS (14) and the Jail (26). The new Jail is projected to open in December 2019. There is a 3 percent cost of living increase for all staff along with the third year of the pay plan review. Vehicle replacement is a primary portion of the allocation for capital purchases. Also, a new data center project for the IT department is included, which is budgeted at \$379,475. Several other departments received funding for smaller projects.

**Businesses-type activities** – Water and sewer rates in the County were increased slightly to cover anticipated increases in cost, such as the previously mentioned cost of living increase, along with the authorization of a new \$95,000 excavator. Solid waste expenditures are also projected to increase due to the cost of living increase along with capital purchases. Solid waste is authorized to purchase a dump truck, skid steer, and a bulldozer.

### Requests for Information

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This report is designed to provide an overview of the County's finances for those with an interest in this area. Questions concerning any of the information found in this report or requests for additional information should be directed to the Burke County Finance Director, PO Box 219, Morganton, NC 28680. The report can also be found on our website [www.burkenc.org](http://www.burkenc.org) under the Finance Department.

# BASIC FINANCIAL STATEMENTS

**Burke County, North Carolina**  
Statement of Net Position  
June 30, 2019

	Primary Government			Burke County Tourism Development Authority
	Governmental Activities	Business-type Activities	Total	
<b>ASSETS</b>				
Cash and cash equivalents	\$ 5,930,191	\$ 293,393	\$ 6,223,584	\$ 296,143
Cash held by fiscal agents	7,330,420	-	7,330,420	-
Investments	35,593,335	2,037,619	37,630,954	-
Restricted cash and cash equivalents	408,976	103,608	512,584	8,983
Receivables (net)	1,893,089	678,356	2,571,445	-
Due from other governments	7,301,243	69,076	7,370,319	95,679
Net pension asset - ROD	215,625	-	215,625	-
Prepaid expense	-	-	-	500
Loan receivable	500,000	-	500,000	-
Net investment in joint venture	2,562,187	-	2,562,187	-
Capital assets:				
Land, intangible, and construction in progress	21,509,854	1,315,396	22,825,250	-
Other capital assets, net of depreciation	31,829,759	16,291,852	48,121,611	52,818
Total capital assets	53,339,613	17,607,248	70,946,861	52,818
Total assets	115,074,679	20,789,300	135,863,979	454,123
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
Deferred charges on refunding debt	1,900,787	-	1,900,787	-
Pension deferrals	7,088,164	208,554	7,296,718	28,050
Total deferred outflows of resources	8,988,951	208,554	9,197,505	28,050
<b>LIABILITIES</b>				
Accounts payable and accrued expenses	5,649,282	725,350	6,374,632	72,118
Accrued interest payable	570,902	-	570,902	-
Due to other governments	95,678	-	95,678	-
Unearned revenues	-	-	-	150
Liabilities payable from restricted assets	1,610,582	-	1,610,582	-
Unamortized liability on debt premiums	3,688,623	-	3,688,623	-
Net pension liability - LGERS	7,757,590	297,223	8,054,813	-
Net pension liability - LEOSSA	1,921,887	-	1,921,887	-
Net pension liability - OPEB	16,508,497	632,503	17,141,000	-
Landfill closure and post closure costs	-	5,182,501	5,182,501	-
Long-term liabilities:				
Due within one year	6,210,000	12,134	6,222,134	-
Due in more than one year	58,638,080	176,879	58,814,959	53,188
Total liabilities	102,651,121	7,026,590	109,677,711	125,456
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Pension deferrals	1,275,564	71,165	1,346,729	684
Prepaid taxes	185,568	-	185,568	-
Total deferred inflows of resources	1,461,132	71,165	1,532,297	684
<b>NET POSITION</b>				
Net investment in capital assets	39,335,032	17,473,775	56,808,807	52,818
Restricted for:				
Stabilization by State Statute	6,804,197	-	6,804,197	96,179
Register of Deeds' pension plan	215,625	-	215,625	-
Public safety	1,360,743	-	1,360,743	-
Register of Deeds Automation/Enhancement	87,202	-	87,202	-
Health Department	83,981	-	83,981	-
DSS	224,799	-	224,799	-
Education	15,285,128	-	15,285,128	-
Environmental Protection	11,503	-	11,503	-
Economic and Physical Development	944,055	-	944,055	-
Tourism promotion	-	-	-	207,036
Unrestricted (deficit)	(44,400,888)	(3,573,676)	(47,974,564)	-
Total net position	\$ 19,951,377	\$ 13,900,099	\$ 33,851,476	\$ 356,033

The notes to the financial statements are an integral part of this statement.

**Burke County, North Carolina**  
Statement of Activities  
For the Year Ended June 30, 2019

Exhibit B

Functions/Programs	Program Revenues				Net (Expense) Revenues and Changes in Net Position			Component Unit  Burke County Tourism Development Authority
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government			
					Governmental Activities	Business-type Activities	Total	
<b>Primary government:</b>								
Governmental Activities:								
General government	\$ 9,661,377	\$ 729,051	\$ 352,751	\$ -	\$ (8,579,575)	\$ -	\$ (8,579,575)	
Public safety	26,027,584	4,687,337	2,511,258	277,934	(18,551,055)	-	(18,551,055)	
Transportation	67,566	-	-	-	(67,566)	-	(67,566)	
Economic and physical development	3,085,936	263,291	725,683	-	(2,096,962)	-	(2,096,962)	
Environmental protection	539,363	21,413	31,494	-	(486,456)	-	(486,456)	
Human services	20,535,142	683,988	12,472,558	-	(7,378,596)	-	(7,378,596)	
Cultural and recreational	2,261,645	109,886	460,357	408,466	(1,282,936)	-	(1,282,936)	
Education	24,964,134	-	333,856	5,492,746	(19,137,532)	-	(19,137,532)	
Interest on long-term debt	2,426,744	-	-	-	(2,426,744)	-	(2,426,744)	
Total governmental activities	<u>89,569,491</u>	<u>6,494,966</u>	<u>16,887,957</u>	<u>6,179,146</u>	<u>(60,007,422)</u>	<u>-</u>	<u>(60,007,422)</u>	
<b>Business-type activities:</b>								
Water/Sewer	2,087,220	1,675,684	54,760	-	-	(356,776)	(356,776)	
Solid waste	5,427,254	5,238,632	64,226	-	-	(124,396)	(124,396)	
Total business-type activities	<u>7,514,474</u>	<u>6,914,316</u>	<u>118,986</u>	<u>-</u>	<u>-</u>	<u>(481,172)</u>	<u>(481,172)</u>	
Total primary government	<u>\$ 97,083,965</u>	<u>\$ 13,409,282</u>	<u>\$ 17,006,943</u>	<u>\$ 6,179,146</u>	<u>\$ (60,007,422)</u>	<u>\$ (481,172)</u>	<u>\$ (60,488,594)</u>	
<b>Component unit:</b>								
Burke County Tourism Development Authority	\$ 565,529	\$ 7,540	\$ -	\$ -				(557,989)
<b>General revenues:</b>								
Taxes:								
Property taxes, levied for general purpose					50,774,360	-	50,774,360	-
Local option sales tax					7,516,853	-	7,516,853	-
Other taxes and licenses					4,076,594	-	4,076,594	555,913
Grants and contributions not restricted to specific programs					2,486,153	-	2,486,153	-
Investment earnings, unrestricted					626,920	32,178	659,098	220
Miscellaneous, unrestricted					77,497	9,093	86,590	11,967
Transfers in/(out)					98,141	(98,141)	-	-
Total general revenues, special items, and transfers					<u>65,656,518</u>	<u>(56,870)</u>	<u>65,599,648</u>	<u>568,100</u>
Change in net position					5,649,096	(538,042)	5,111,054	10,111
Net position, beginning previously reported					18,202,389	14,438,141	32,640,530	345,922
Restatement					(3,900,108)	-	(3,900,108)	-
Net position, beginning restated					14,302,281	14,438,141	28,740,422	345,922
Net position, ending					<u>\$ 19,951,377</u>	<u>\$ 13,900,099</u>	<u>\$ 33,851,476</u>	<u>\$ 356,033</u>

The notes to the financial statements are an integral part of this statement.

Attachment: Burke County Audited Financial Statements FY 18-19 (2019) : Finance - Presentation of FY 18-19 Audit)

**Burke County, North Carolina**  
 Governmental Funds  
 Balance Sheet  
 June 30, 2019

	<b>General Fund</b>	<b>Grant and Capital Projects Fund</b>	<b>School One cent Sales Tax Fund</b>	<b>Non-Major Governmental Funds</b>	<b>Total Governmental Funds</b>
<b>ASSETS</b>					
Cash and cash equivalents	\$ 3,198,575	\$ 372,513	\$ 1,321,778	\$ 1,037,325	\$ 5,930,191
Cash held by fiscal agents	-	7,330,420	-	-	7,330,420
Investments	23,106,303	-	7,493,304	4,993,728	35,593,335
Restricted cash and cash equivalents	408,976	-	-	-	408,976
Taxes receivable, net	640,161	-	-	210,897	851,058
Due from other governments	3,870,134	-	2,027,882	1,403,227	7,301,243
Due from other funds	202,197	-	-	-	202,197
Loan receivable	500,000	-	-	-	500,000
Accounts receivable, net	984,375	-	-	-	984,375
Total assets	<u>\$ 32,910,721</u>	<u>\$ 7,702,933</u>	<u>\$ 10,842,964</u>	<u>\$ 7,645,177</u>	<u>\$ 59,101,795</u>
<b>LIABILITIES</b>					
Accounts payable and accrued liabilities	\$ 5,649,282	\$ -	\$ -	\$ -	\$ 5,649,282
Due to other governments	95,678	-	-	-	95,678
Due to other funds	-	-	-	202,197	202,197
Liabilities to be paid from restricted assets	6,021	1,117,949	-	486,612	1,610,582
Total liabilities	<u>5,750,981</u>	<u>1,117,949</u>	<u>-</u>	<u>688,809</u>	<u>7,557,739</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>					
Taxes receivable	640,161	-	-	209,107	849,268
EMS receivable, net	796,616	-	-	-	796,616
Prepaid taxes	183,778	-	-	1,790	185,568
Total deferred inflows of resources	<u>1,620,555</u>	<u>-</u>	<u>-</u>	<u>210,897</u>	<u>1,831,452</u>
<b>FUND BALANCES</b>					
Restricted for:					
Stabilization for State Statute	6,804,197	-	-	-	6,804,197
Public safety	1,491	-	-	1,359,252	1,360,743
Register of Deeds Automation/Enhancement	87,202	-	-	-	87,202
Health Department	83,981	-	-	-	83,981
DSS	224,799	-	-	-	224,799
Education	-	-	10,842,964	4,442,164	15,285,128
Environmental Protection	11,503	-	-	-	11,503
Economic and Physical Development	-	-	-	944,055	944,055
Committed for:					
Capital projects	-	6,584,984	-	-	6,584,984
Assigned for:					
Subsequent year's budget	1,338,885	-	-	-	1,338,885
Unassigned	16,987,127	-	-	-	16,987,127
Total fund balances	<u>25,539,185</u>	<u>6,584,984</u>	<u>10,842,964</u>	<u>6,745,471</u>	<u>49,712,604</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 32,910,721</u>	<u>\$ 7,702,933</u>	<u>\$ 10,842,964</u>	<u>\$ 7,645,177</u>	<u>\$ 59,101,795</u>

Amounts reported for governmental activities in the Statement of Net Position (Exhibit A) are different because:

Total Fund Balance, Governmental Funds	49,712,604
Net pension asset - ROD	215,625
Net investment in a joint venture is not a current financial resource in the funds.	2,562,187
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	53,339,613
Due to and from other governmental funds are not reported on the Statement of Net Position.	202,197
Other long-term assets are not available to pay for current period expenditures and are unavailable in the funds.	(144,541)
Deferred inflows of resources for taxes and EMS receivables	1,645,884
Pension related deferrals-all plans	5,812,600
Some liabilities, including net pension liabilities, debt related payables and other postemployment benefits, are not due and payable in the current period and therefore are not reported in the funds.	<u>(93,394,792)</u>
Net position of governmental activities	<u>\$ 19,951,377</u>

The notes to the financial statements are an integral part of this statement.

**Burke County, North Carolina**  
 Statement of Revenues, Expenditures, and Changes in Fund Balance  
 Governmental Funds  
 For the Year Ended June 30, 2019

	<b>Major Funds</b>				<b>Total Governmental Funds</b>
	<b>General Fund</b>	<b>Grant and Capital Projects Fund</b>	<b>School One cent Sales Tax Fund</b>	<b>Non-Major Governmental Funds</b>	
<b>REVENUES</b>					
Ad valorem taxes	\$ 46,429,066	\$ -	\$ -	\$ 3,934,604	\$ 50,363,670
Other taxes and licenses	8,766,383	-	-	2,827,064	11,593,447
Unrestricted intergovernmental	2,486,153	-	-	-	2,486,153
Restricted intergovernmental	14,283,526	125,056	5,294,239	2,020,645	21,723,466
Permits and fees	1,997,693	-	-	-	1,997,693
Sales and services	4,136,183	-	-	-	4,136,183
Investment earnings	626,920	332,851	153,284	129,640	1,242,695
Donations	289,505	-	-	-	289,505
Miscellaneous	477,460	(6,284)	-	-	471,176
<b>Total revenues</b>	<b>79,492,889</b>	<b>451,623</b>	<b>5,447,523</b>	<b>8,911,953</b>	<b>94,303,988</b>
<b>EXPENDITURES</b>					
Current:					
General government	8,635,213	-	-	-	8,635,213
Public safety	19,978,284	12,570,364	-	4,717,038	37,265,686
Transportation	67,566	-	-	-	67,566
Economic and physical development	2,138,607	-	-	945,674	3,084,281
Environmental protection	488,206	-	-	-	488,206
Human services	19,791,351	-	-	-	19,791,351
Cultural and recreational	2,662,599	425,199	-	-	3,087,798
Education	18,511,629	3,783,994	-	2,668,511	24,964,134
Debt service:					
Principal	6,355,000	-	-	-	6,355,000
Interest	2,430,906	-	-	-	2,430,906
<b>Total expenditures</b>	<b>81,059,361</b>	<b>16,779,557</b>	<b>-</b>	<b>8,331,223</b>	<b>106,170,141</b>
Excess (deficiency) of revenues over expenditures	(1,566,472)	(16,327,934)	5,447,523	580,730	(11,866,153)
<b>OTHER FINANCING SOURCES (USES)</b>					
Gain/(loss) on disposal of assets	83,876	-	-	-	83,876
Transfers from other funds	7,052,001	322,000	2,362,705	250,000	9,986,706
Transfers to other funds	(3,168,924)	-	(6,579,569)	(140,072)	(9,888,565)
<b>Total other financing sources and uses</b>	<b>3,966,953</b>	<b>322,000</b>	<b>(4,216,864)</b>	<b>109,928</b>	<b>182,017</b>
Net change in fund balance	2,400,481	(16,005,934)	1,230,659	690,658	(11,684,136)
Fund balances, beginning of year	23,138,704	22,590,918	9,612,304	6,054,814	61,396,740
<b>Fund balances, end of year</b>	<b>\$ 25,539,185</b>	<b>\$ 6,584,984</b>	<b>\$ 10,842,963</b>	<b>\$ 6,745,472</b>	<b>\$ 49,712,604</b>

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

The notes to the financial statements are an integral part of this statement.

**Burke County, North Carolina**  
 Reconciliation of the Statement of Revenues,  
 Expenditures, and Changes in Fund Balance of Governmental Funds  
 To the Statement of Activities  
 For the Year Ended June 30, 2019

Amounts reported for governmental activities in the Statement of Activities are different because:

Net changes in fund balances - total governmental funds \$ (11,684,136)

Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period.

Capital outlay expenditures which were capitalized	\$ 14,844,423	
Net of sale of assets not fully depreciated	2,273	
Depreciation expense for governmental assets	<u>(3,572,709)</u>	11,273,987

Contributions to the pension plans in the current fiscal year are not included on the Statement of Activities.

1,809,594

Contributions to the OPEB in the current fiscal year are not included on the Statement of Activities.

514,573

Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds.

Change in unavailable revenue for tax and EMS revenues	<u>410,690</u>	
		410,690

Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.

Pension expense-LGERS, LEOSSA, OPEB and ROD	(3,030,647)	
Compensated absences	175,666	
Deferred charges on refunding of debt	(240,191)	
Amortization of bond premiums	<u>211,485</u>	
Combined adjustment		(2,883,687)

The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction has any effect on net position. This amount is the net effect of these differences in the treatment of long-term debt and related items.

Principal payments on long term debt	6,355,000	
Increase in accrued interest payable	<u>(146,925)</u>	
		<u>6,208,075</u>

Total changes in net position of governmental activities \$ 5,649,096

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

**Burke County, North Carolina**  
Statement of Revenues, Expenditures, and Changes in Fund Balance -  
Budget and Actual - General Fund and School One Cent Sales Tax Fund  
For the Year Ended June 30, 2019

	<b>General Fund</b>			Variance with Final Budget- Positive (Negative)
	Budget		Actual Amounts	
	Original	Final		
<b>Revenues:</b>				
Ad valorem taxes	\$ 45,883,000	\$ 45,953,989	\$ 46,429,066	\$ 475,077
Other taxes and licenses	8,205,700	8,555,700	8,766,383	210,683
Unrestricted intergovernmental	1,334,935	1,659,848	2,486,153	826,305
Restricted intergovernmental	13,514,197	14,592,045	14,283,526	(308,519)
Permits and fees	1,644,210	1,658,160	1,997,693	339,533
Sales and services	4,001,176	4,009,576	4,136,183	126,607
Investment earnings	270,000	270,000	626,920	356,920
Donations	4,000	286,400	289,505	3,105
Miscellaneous	371,486	277,128	477,460	200,332
Total revenues	<u>75,228,704</u>	<u>77,262,846</u>	<u>79,492,889</u>	<u>2,230,043</u>
<b>Expenditures:</b>				
General government	10,683,050	11,036,677	8,635,213	2,401,464
Public safety	18,828,542	20,563,020	19,978,284	584,736
Transportation	67,567	67,567	67,566	1
Economic and Physical Development	1,478,795	2,259,499	2,138,607	120,892
Environmental Protection	481,366	488,441	488,206	235
Human Services	20,880,020	21,176,194	19,791,351	1,384,843
Cultural and Recreation	2,407,872	3,048,645	2,662,599	386,046
Education	18,279,453	18,572,215	18,511,629	60,586
Debt service:				
Principal retirement	6,355,000	6,355,000	6,355,000	-
Interest and other charges	2,430,951	2,430,951	2,430,906	45
Total expenditures	<u>81,892,616</u>	<u>85,998,209</u>	<u>81,059,361</u>	<u>4,938,848</u>
Revenues over (under) expenditures	<u>(6,663,912)</u>	<u>(8,735,363)</u>	<u>(1,566,472)</u>	<u>7,168,891</u>
<b>Other financing sources (uses):</b>				
Gain/(loss) on disposal of assets	25,000	30,000	83,876	53,876
Transfers from other funds	7,052,001	7,052,001	7,052,001	-
Transfers to other funds	(2,627,000)	(3,414,124)	(3,168,924)	245,200
Fund balance appropriated	2,213,911	5,067,486	-	(5,067,486)
Total other financing sources (uses)	<u>6,663,912</u>	<u>8,735,363</u>	<u>3,966,953</u>	<u>(4,768,410)</u>
Net change in fund balance	-	-	2,400,481	2,400,481
Fund balance, beginning of year			<u>23,138,704</u>	
Fund balance, end of year			<u>\$ 25,539,185</u>	

*The notes to the financial statements are an integral part of this statement.*

**Burke County, North Carolina**  
Statement of Revenues, Expenditures, and Changes in Fund Balance -  
Budget and Actual - General Fund and School One Cent Sales Tax Fund  
For the Year Ended June 30, 2019

	<b>School One Cent Sales Tax Fund</b>			Variance with Final Budget- Positive (Negative)
	Budget		Actual Amounts	
	Original	Final		
<b>Revenues:</b>				
Ad valorem taxes	\$ -	\$ -	\$ -	\$ -
Other taxes and licenses	4,866,750	4,866,750	5,294,239	427,489
Unrestricted intergovernmental	-	-	-	-
Restricted intergovernmental	-	-	-	-
Permits and fees	-	-	-	-
Sales and services	-	-	-	-
Investment earnings	-	-	153,284	153,284
Donations	-	-	-	-
Miscellaneous	-	-	-	-
Total revenues	<u>4,866,750</u>	<u>4,866,750</u>	<u>5,447,523</u>	<u>580,773</u>
<b>Expenditures:</b>				
General government	-	-	-	-
Public safety	-	-	-	-
Transportation	-	-	-	-
Economic and Physical Development	-	-	-	-
Environmental Protection	-	-	-	-
Human Services	-	-	-	-
Cultural and Recreation	-	-	-	-
Education	239,031	239,031	-	239,031
Debt service:				
Principal retirement	-	-	-	-
Interest and other charges	-	-	-	-
Total expenditures	<u>239,031</u>	<u>239,031</u>	<u>-</u>	<u>239,031</u>
Revenues over (under) expenditures	<u>4,627,719</u>	<u>4,627,719</u>	<u>5,447,523</u>	<u>819,804</u>
<b>Other financing sources (uses):</b>				
Gain/(loss) on disposal of assets				-
Transfers from other funds	1,951,850	1,951,850	2,362,705	410,855
Transfers to other funds	(6,579,569)	(6,579,569)	(6,579,569)	-
Fund balance appropriated	-	-	-	-
Total other financing sources (uses)	<u>(4,627,719)</u>	<u>(4,627,719)</u>	<u>(4,216,864)</u>	<u>410,855</u>
Net change in fund balance	-	-	1,230,659	1,230,659
Fund balance, beginning of year			<u>9,612,304</u>	
Fund balance, end of year			<u>\$ 10,842,963</u>	

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

*The notes to the financial statements are an integral part of this statement.*

**Burke County, North Carolina**  
Statement of Net Position  
Proprietary Funds  
June 30, 2019

	<u>Water/Sewer Fund</u>	<u>Water/Sewer Capital Fund</u>	<u>Solid Waste Fund</u>	<u>Proprietary Funds Total</u>
<b>ASSETS</b>				
Current assets:				
Cash and cash equivalents	\$ 37,101	\$ 36,776	\$ 219,516	\$ 293,393
Investments	795,429	-	1,242,190	2,037,619
Restricted cash	103,608	-	-	103,608
Receivables, net	168,049	-	510,307	678,356
Due from other governments	22,389	-	46,687	69,076
Total current assets	<u>1,126,576</u>	<u>36,776</u>	<u>2,018,700</u>	<u>3,182,052</u>
Non-current assets:				
Capital assets:				
Land and construction in progress	378,756	-	936,640	1,315,396
Other capital assets, net of depreciation	12,967,659	-	3,324,193	16,291,852
Subtotal capital assets	<u>13,346,415</u>	<u>-</u>	<u>4,260,833</u>	<u>17,607,248</u>
Total non-current assets	<u>13,346,415</u>	<u>-</u>	<u>4,260,833</u>	<u>17,607,248</u>
Total assets	<u>14,472,991</u>	<u>36,776</u>	<u>6,279,533</u>	<u>20,789,300</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
Pension deferrals	49,867	-	158,687	208,554
Total deferred outflows of resources	<u>49,867</u>	<u>-</u>	<u>158,687</u>	<u>208,554</u>
<b>LIABILITIES</b>				
Current liabilities:				
Accounts payable	88,803	3,952	490,709	583,464
Accrued salaries	5,429	-	32,849	38,278
Customer deposits	103,608	-	-	103,608
ARRA loan payable, current portion	12,134	-	-	12,134
Total current liabilities	<u>209,974</u>	<u>3,952</u>	<u>523,558</u>	<u>737,484</u>
Non-current liabilities:				
Net pension liability	71,688	-	225,535	297,223
Other post employment benefits liability	152,555	-	479,948	632,503
Landfill closure and post closure costs	-	-	5,182,501	5,182,501
Accrued compensated absences	5,243	-	50,297	55,540
ARRA loan payable	121,339	-	-	121,339
Total non-current liabilities	<u>350,825</u>	<u>-</u>	<u>5,938,281</u>	<u>6,289,106</u>
Total liabilities	<u>560,799</u>	<u>3,952</u>	<u>6,461,839</u>	<u>7,026,590</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Pension deferrals	17,165	-	54,000	71,165
Total deferred inflows of resources	<u>17,165</u>	<u>-</u>	<u>54,000</u>	<u>71,165</u>
<b>NET POSITION</b>				
Net investment in capital assets	13,212,942	-	4,260,833	17,473,775
Unrestricted	731,952	32,824	(4,338,452)	(3,573,676)
Total net position	<u>\$ 13,944,894</u>	<u>\$ 32,824</u>	<u>\$ (77,619)</u>	<u>\$ 13,900,099</u>

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

*The notes to the financial statements are an integral part of this statement.*

**Burke County, North Carolina**  
Statement of Revenues, Expenses, and Changes in Fund Net Position  
Proprietary Funds  
For the Year Ended June 30, 2019

	<u>Water/Sewer Fund</u>	<u>Water/Sewer Capital Fund</u>	<u>Solid Waste Fund</u>	<u>Total Proprietary Funds</u>
<b>OPERATING REVENUES:</b>				
Charges for services	\$ 1,675,684	\$ -	\$ 5,238,632	\$ 6,914,316
Total operating revenues	<u>1,675,684</u>	<u>-</u>	<u>5,238,632</u>	<u>\$6,914,316</u>
<b>OPERATING EXPENSES:</b>				
Water/sewer operations	1,336,657	57,854	-	1,394,511
Solid waste disposal operations	-	-	4,482,268	4,482,268
Solid waste collection operations	-	-	629,237	629,237
Depreciation	692,710	-	315,749	1,008,459
Total operating expenses	<u>2,029,367</u>	<u>57,854</u>	<u>5,427,254</u>	<u>7,514,475</u>
Operating income (loss)	<u>(353,683)</u>	<u>(57,854)</u>	<u>(188,622)</u>	<u>(\$600,159)</u>
<b>NONOPERATING REVENUES (EXPENSES):</b>				
Interest and investment revenue	8,790	463	22,925	32,178
Miscellaneous revenues	8,897	-	196	9,093
Gain/(loss) on disposal of assets	-	-	9,100	9,100
Restricted intergovernmental revenues	54,760	-	55,126	109,886
Total nonoperating revenues (expenses)	<u>72,447</u>	<u>463</u>	<u>87,347</u>	<u>160,257</u>
Income (loss) before transfers	(281,236)	(57,391)	(101,275)	(439,902)
Transfers from/(to) other funds	(365,040)	32,680	234,219	(98,141)
Change in net position	(646,276)	(24,711)	132,944	(538,043)
Total net position, beginning	14,591,170	57,535	(210,563)	14,438,142
Total net position, ending	<u>\$ 13,944,894</u>	<u>\$ 32,824</u>	<u>\$ (77,619)</u>	<u>\$ 13,900,099</u>

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

*The notes to the financial statements are an integral part of this statement.*

**Burke County, North Carolina**  
Statement of Cash Flows  
Proprietary Funds  
For the Year Ended June 30, 2019

	<u>Water/Sewer Fund</u>	<u>Water/Sewer Capital Fund</u>	<u>Solid Waste Fund</u>	<u>Total Proprietary Funds</u>
<b>Cash flows from operating activities:</b>				
Cash received from customers	\$ 1,623,043	\$ -	\$ 5,185,578	\$ 6,808,621
Cash paid for goods and services	(1,129,629)	-	(1,037,105)	(2,166,734)
Cash paid to employees for services	(168,788)	(87,473)	(3,763,118)	(4,019,379)
Net cash provided by operating activities	<u>324,626</u>	<u>(87,473)</u>	<u>385,355</u>	<u>622,508</u>
<b>Cash flows from noncapital financing activities:</b>				
Restricted intergovernmental revenues	54,761	-	62,450	117,211
Miscellaneous revenues	8,897	-	196	9,093
Transfer in/(out)	(365,040)	32,680	234,219	(98,141)
Net cash provided by noncapital financing activities	<u>(301,382)</u>	<u>32,680</u>	<u>296,865</u>	<u>28,163</u>
<b>Cash flows from capital and related financing activities:</b>				
Proceeds received from sale of fixed assets	-	-	9,100	9,100
Principal and interest paid on debt	(12,134)	-	-	(12,134)
Acquisition and construction of capital assets	-	-	(492,572)	(492,572)
Net cash used by capital and related financing activities	<u>(12,134)</u>	<u>-</u>	<u>(483,472)</u>	<u>(495,606)</u>
<b>Cash flows from investing activities:</b>				
Interest on investments	8,790	463	22,925	32,178
Net cash provided by investing activities	<u>8,790</u>	<u>463</u>	<u>22,925</u>	<u>32,178</u>
Net increase (decrease) in cash and cash equivalents	19,900	(54,330)	221,673	187,243
Cash and cash equivalents/investments, July 1	<u>916,238</u>	<u>91,106</u>	<u>1,240,033</u>	<u>2,247,377</u>
Cash and cash equivalents/investments, June 30	<u>\$ 936,138</u>	<u>\$ 36,776</u>	<u>\$ 1,461,706</u>	<u>\$ 2,434,620</u>
<b>Reconciliation of operating income to net cash provided by operating activities:</b>				
Operating income (loss)	\$ (353,683)	\$ (57,854)	\$ (188,622)	\$ (600,159)
<b>Adjustments to reconcile operating income to net cash provided by operating activities:</b>				
Depreciation	692,710	-	315,749	1,008,459
Increase in landfill closure and post-closure costs	-	-	111,562	111,562
<b>Changes in assets, liabilities, deferred outflows and inflows of resources:</b>				
(Increase) in deferred outflow of resources-pensions/OPEB	(31,572)	-	(52,021)	(83,593)
Increase in net pension liability	47,921	-	34,770	82,691
Increase in net OPEB liability	78,825	-	86,429	165,254
Increase in deferred inflow of resources-pensions/OPEB	13,092	-	121,992	135,084
(Increase)/decrease in accounts receivable	(56,666)	-	(53,054)	(109,720)
Increase/(decrease) in customer deposits	4,025	-	-	4,025
Increase/(decrease) in payables and accrued liabilities	(63,250)	(29,619)	2,008	(90,861)
Increase/(decrease) in accrued compensated absences	(6,776)	-	6,542	(234)
Total adjustments	<u>678,309</u>	<u>(29,619)</u>	<u>573,977</u>	<u>1,222,667</u>
Net cash provided by operating activities	<u>\$ 324,626</u>	<u>\$ (87,473)</u>	<u>\$ 385,355</u>	<u>\$ 622,508</u>

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

Exhibit I

Burke County, North Carolina  
Statement of Fiduciary Net Position  
Fiduciary Funds  
June 30, 2019

	<u>Agency Funds</u>
<b>Assets</b>	
Cash and cash equivalents	\$ 69,084
Accounts receivable	<u>141,536</u>
	<u><u>210,620</u></u>
<b>Liabilities and Net Position</b>	
Liabilities:	
Beneficiaries	\$ 54,044
Accounts payable and accrued liabilities	<u>156,576</u>
	<u><u>210,620</u></u>
Net position:	\$ <u><u>-</u></u>

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

The notes to the financial statements are an integral part of this statement.

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

### Note 1 - Summary of Significant Accounting Policies:

The accounting policies of Burke County and its component units conform to generally accepted accounting principles as applicable to governments. The following is a summary of the more significant accounting policies:

#### A. Reporting Entity:

The County, which is governed by a five-member Board of Commissioners, is one of the 100 counties established in North Carolina under North Carolina General Statute 153A-10. As required by generally accepted accounting principles, these financial statements present the County and its component units, legally separate entities for which the County is financially accountable. The discretely presented component units presented below are reported in separate columns in the County's combined financial statements in order to emphasize that they are legally separate from the County.

#### Burke County Industrial Facility and Pollution Control Financing Authority

Burke County Industrial Facility and Pollution Control Financing Authority operates within Burke County's boundaries to issue and service revenue bond debt of private businesses for economic development purposes. The Burke County's Board of Commissioners appoints the seven voting members of the Authority. The Authority has no financial transactions or account balances.

#### Burke County Tourism Development Authority

The North Carolina General Legislation enacted a law which authorized Burke County to levy a room occupancy tax; and the Burke County Commissioners adopted a resolution levying this tax and created the Burke County Tourism Development Authority. The Authority operates within Burke County's boundaries for the promotion and development of tourism, and the County provides room occupancy tax proceeds as their main source of revenue to the Authority, but the County is not responsible for the debts and is not entitled to the surpluses of the Authority. The Burke County's Board of Commissioners appoints the nine voting members of the Authority. The Burke County Tourism Development Authority has a June 30 year end and is presented as if it is a governmental fund. Complete financial statements may be obtained from the entity's administrative offices at Burke County Tourism Development Authority, 110 East Meeting St., Morganton, NC 28655.

#### B. Basis of Presentation – Basis of Accounting

##### **Basis of Presentation, Measurement Focus – Basis of Accounting**

*Government-wide Statements:* The Statement of Net Position and the Statement of Activities display information about the primary government (the County) and its component units. These statements include the financial activities of the overall government, except for fiduciary activities. Eliminations have been made to minimize the double counting of internal activities. These statements distinguish between the *governmental and business-type activities* of the County. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties.

The Statement of Activities presents a comparison between direct expenses and program revenues for the different business-type activities of the County and for each function of the County's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Indirect expense allocations that have been made in the funds have been reversed for the statement of activities. Program revenues include (a) fees and charges paid by the recipients of goods and services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

*Fund Financial Statements:* The fund financial statements provide information about the County's funds, including its fiduciary funds. Separate statements for each fund category – *governmental, proprietary, and fiduciary* – are presented. The emphasis of fund financial statements is on major

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

governmental and enterprise funds, each displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as non-major funds.

Proprietary fund operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. Non-operating revenues, such as subsidies and investment earnings, result from non-exchange transactions or ancillary activities.

The County reports the following major governmental funds:

*General Fund* – This is the County’s primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

*Capital Projects Fund* – This is a capital projects fund. It accounts for the County’s major capital projects.

*School One Cent Sales Tax Fund* – This fund is used to account for sales tax and other revenue that is designated to assist with payments relating to school capital and debt.

The County reports the following major enterprise funds:

*Water and Sewer Fund* – This fund is used to account for the water and sewer operations of the County.

*Water and Sewer Capital Fund* – This fund is used to account for the water and sewer capital projects.

*Solid Waste Fund* – This fund accounts for the operation, maintenance, and development of the County’s transfer station, landfill and disposal sites.

The County reports the following other fund types:

*Agency Funds* – Agency funds are custodial in nature and do not involve the measurement of operating results. Agency funds are used to account for assets the County holds on behalf of others. The County maintains the following agency funds: the Social Security Trust Fund, which accounts for moneys deposited with the Department of Social Services for the benefit of certain individuals; the Municipal Tax Fund, which accounts for property taxes that are collected by the County for various municipalities within the County but are not revenues to the County; the Inmate Commissary Fund, which accounts for monies deposited with the County’s Detention Center for the benefit of certain individuals; and the Fine and Forfeitures Fund, which accounts for various fines and forfeitures that the County is required to remit to the Burke County Board of Education.

*Non-major Funds* – The County maintains five legally budgeted special revenue funds. The Law Enforcement Restricted Fund, Emergency Telephone System Fund, Fire Districts Fund, Community Development Block Grant Projects Fund and Substance Abuse Grants Fund are reported as nonmajor, special revenue funds. The Capital Projects Fund and the School One-Half Cent Sales Tax Fund are reported as capital projects funds.

### Measurement Focus and Basis of Accounting

In accordance with North Carolina General Statutes, all funds of the County are maintained during the year using the modified accrual basis of accounting.

*Government-wide, Proprietary, and Fiduciary Fund Financial Statements* – The government-wide, proprietary, and fiduciary fund financial statements are reported using the economic resources measurement focus, except for the agency funds which have no measurement focus. The government-wide, proprietary fund and fiduciary fund financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Non-exchange transactions, in which the County gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants, entitlements, and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from provided services and producing and delivering goods in connecting with a proprietary fund's principal ongoing operations. The principal operating revenues of the County enterprise funds are charges to customers for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

*Governmental Fund Financial Statements* – Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments, and compensated absences, which are recognized as expenditures to the extent that they have matured. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

The County considers all revenues available if they are collected within 90 days after year-end, except for property taxes. Ad valorem property taxes are not accrued as revenue because the amount is not susceptible to accrual. At June 30, taxes receivable for property other than motor vehicles are materially past due and are not considered to be an available resource to finance the operations of the current year. As of September 1, 2013, State law altered the procedures for the assessment and collection of property taxes on registered motor vehicles in North Carolina. Effective with this change in the law, the State of North Carolina is responsible for billing and collecting the property taxes on registered motor vehicles on behalf of all municipalities and special tax districts. Property taxes are due when vehicles are registered. The billed taxes are applicable to the fiscal year in which they are received. Uncollected taxes that were billed in periods prior to September 1, 2013 and for limited registration plates are shown as a receivable in these financial statements and are offset by deferred inflows of resources.

Sales taxes and certain intergovernmental revenues, such as utilities franchise tax, collected and held by the State at year-end on behalf of the County are recognized as revenue. Intergovernmental revenues, and sales and services are not susceptible to accrual because generally they are not measurable until received in cash. All taxes, including those dedicated for specific purposes, are reported as general revenues rather than program revenues. Expenditure driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other grant requirements have been satisfied.

Under the terms of grant agreements, the County funds certain programs by a combination of specific cost-reimbursement grants, categorical block grants, and general revenues. Thus, when program expenses are incurred, there are both restricted and unrestricted net positions available to finance the program. It is the County's policy to first apply cost-reimbursement grant resources to such programs, followed by categorical block grants, and then by general revenues.

All governmental and business-type activities and enterprise funds of the County follow FASB Statements and Interpretations issued on or before November 30, 1989, Accounting Principles Board Opinions, and Accounting Research Bulletins, unless those pronouncements conflict with GASB pronouncements.

### C. Budgetary Data

The County's budgets are adopted as required by the North Carolina General Statutes. An annual budget is adopted for the General Fund, the School Sales Tax Funds, all Special Revenue Funds, and Enterprise Funds. All annual appropriations lapse at the fiscal year-end. All budgets are prepared using the modified accrual basis of accounting. Expenditures may not legally exceed appropriations at the departmental level for all annually budgeted funds and at the object level for the multi-year funds. The County Manager has authority, to transfer funds from one appropriation to another per the following guidelines (1) Amendments to receive and expend State, Federal and other non-tax revenues so long

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

as the action does not commit additional local tax dollars, create additional positions or initiate a new County function, (2) Adjustments to pass through actual Fire Tax revenues received to respective Fire Departments, (3) Permit transfer of funds within and between departments so long as the action does not commit additional local tax dollars, create additional positions or initiate a new County function, (4) For construction projects, to negotiate and process change orders up to \$25,000, so long as such change orders do not alter scope or definition of the project, or exceed budgeted funds, (5) Capital purchases, service, or maintenance efforts approved within current budget, so long as the purchase or contract is secured in a manner according to State and Federal procurement regulation. The exception to this shall be those procurements in which Board action is mandated by a State or Federal requirement. During the year, several immaterial amendments to the original budget were necessary.

The budget ordinance must be adopted by July 1 of the fiscal year or the governing board must adopt an interim budget that covers that time until the annual ordinance can be adopted.

### D. Assets, Liabilities, Deferred Inflows and Outflows of Resources, and Fund Equity

#### 1. Deposits and Investments

All deposits of the County and the Burke County Tourism Development Authority are made in board-designated official depositories and are secured as required by G.S. 159-31. The County, and the Authority may designate, as an official depository, any bank or savings association whose principal office is located in North Carolina. Also, the County, and the Authority may establish time deposit accounts such as NOW and SuperNOW accounts, money market accounts, and certificates of deposit.

State law [G.S. 159-30 (c)] authorizes the County and the Authority to invest in obligations of the United States of obligations fully guaranteed both as to principal and interest by the United States; obligations of the State of North Carolina; bonds and notes of any North Carolina local government or public authority; obligations of certain non-guaranteed federal agencies; certain high quality issues of commercial paper and bankers' acceptances; and the North Carolina Capital Management Trust (NCCMT).

The County's investments are carried at fair value as determined by quoted market prices. The NCCMT is a SEC registered money market mutual fund allowable by NCGS 159-30(c)(8). The NCCMT Government Portfolio is a 2a-7 fund maintaining an AAA rating from S&P. The NCCMT Term Portfolio is a bond fund, has no rating and has a duration of .11 years. Both the NCCMT Government and Term Portfolios are reported at fair value.

#### 2. Cash and Cash Equivalents

The County pools money from several funds to facilitate disbursement and investment and to maximize investment income. Therefore, all cash and investments are essentially demand deposits and are considered cash and cash equivalents. The Authority considers all cash and investments to be cash and cash equivalents.

#### 3. Restricted Cash

Money for the Register of Deeds Automation Enhancement Fund is restricted by NC General Statute 161-50 to pay for automation, preservation and technology needs for the Register of Deeds' office. Federal regulations require equitable sharing funds be used for approved law enforcement needs. Unexpended funds received on behalf of the Health Department for CC4C and OBCM are restricted per the State Agreement. Unexpended funds received on behalf of the DSS for adoption promotion are restricted to be used only for authorized purposes. Unexpended funds received for Cooperative Extension are restricted for programming.

**BURKE COUNTY, NORTH CAROLINA**

Notes to the Financial Statements  
For the Year Ended June 30, 2019

Burke County Restricted Cash

## Governmental Activities:

## General Fund:

Health Dept.	CC4C & OBMC	\$ 83,981
Law Enforcement	Law Enforcement	1,491
DSS	Adopt Promotion	224,799
Register of Deeds	Automation/Enhancements	87,202
Environmental Protection	Unexpended program funds	11,503
Total Governmental Activities		<u>\$ 408,976</u>

## Business-type Activities:

Water and Sewer Fund	Customer deposits	<u>\$ 103,608</u>
Total Business-type Activities		<u>\$ 103,603</u>

**4. Ad Valorem Taxes Receivable**

In accordance with State Law [G.S. 105-347 and G.S. 159-13(a)], the County levies ad valorem taxes on property other than motor vehicles on July 1, the beginning of the fiscal year. The taxes are due on September 1 (lien date); however, penalties and interest do not accrue until the following January 6. These taxes are based on the assessed values as of January 1, 2019. As allowed by State law, the County has established a schedule of discounts that apply to taxes that are paid prior to the due date.

**5. Allowances for Doubtful Accounts**

All receivables that historically experience uncollectible accounts are shown net of an allowance for doubtful accounts. This amount is estimated by analyzing the percentage of receivables that were written off in prior years.

**6. Capital Assets**

Purchased or constructed capital assets are reported at cost or estimated historical cost. Donated capital assets received prior to July 1, 2015, are recorded at their estimated fair value at the date of donation. Donated capital assets received on or about July 1, 2015, are recorded at their acquisition value. Minimum capitalization is \$5,000 for all governmental fund assets. The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend assets' lives are not capitalized.

Capital assets of the County are depreciated on a straight-line basis over the following estimated useful lives:

	Years
Buildings	30
Plant and distribution systems	40-50
Improvements	15-30
Furniture and equipment	7
Vehicles	5-15
Office Equipment	5-7

Capital assets of the Authority are depreciated using the straight-line method over the following estimated useful lives:

	Years
Improvements	25
Vehicles	6
Furniture and equipment	10
Computer equipment	3

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

### 7. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, Deferred Outflows of Resources, represents a consumption of net position that applies to a future period and so will not be recognized as an expense or expenditure until then. The County has the following items that meet this criterion – pension related deferral and a charge on debt refunding. In addition to liabilities, the statement of financial position can also report a separate section for deferred inflows of resources. This separate financial statement element, Deferred Inflows of Resources, represents an acquisition of net position that applies to a future period and so will not be recognized as revenue until then. The County has the following items that meet the criterion for this category – prepaid taxes, taxes receivable, EMS fees receivable and pension related deferrals.

### 8. Long-term Obligations

In the government-wide financial statements and in the proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities on the Statement of Net Position. In the fund financial statements for governmental fund types, the face amount of debt issued is reported as other financing sources.

### 9. Compensated Absences

The vacation policies of the County provide for the accumulation of up to thirty day earned vacation leave with such leave being fully vested when earned. For the County's government-wide and proprietary funds an expense and a liability for compensated absences and the salary-related payments are recorded as the leave is earned.

The sick leave policies of the County provide for an unlimited accumulation of earned sick leave. Sick leave does not vest, but any unused sick leave accumulated at the time of retirement with the County may be used in the determination of length of service for retirement benefit purposes. Since the County has no obligation for accumulated sick leave until it is actually taken, no accruals for sick leave have been made by the County or the Authorities.

### 10. Net Positions/Fund Balances

#### **Net Position**

Net position in government-wide and proprietary fund financial statements is classified as net investment in capital assets, restricted, and unrestricted. Restricted net position represents constraints on resources that are either a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or b) imposed by law through State statutes.

#### **Fund Balances**

In the governmental fund financial statements, fund balance is composed of four classifications designed to disclose the hierarchy of constraints placed on how fund balance can be spent.

The governmental fund types classify fund balances as follows:

*Restricted Fund Balance* – This classification includes revenue sources that are restricted to specific purposes externally imposed or imposed by law. The County has the following restricted items:

Restricted for Stabilization by State Statute – portion of fund balance restricted under State Statute [G.S. 159-8(a)]. This statute prohibits units of government from budgeting or spending a portion of their fund balance. This is one of several statutes enacted by the NC State Legislature in the 1930's that were designed to improve and maintain the fiscal health of local government units. Restricted by State Statute (RSS), is calculated at the end of each fiscal year for all annually budgeted funds. The calculation in GS 159-8(a) provides a formula for determining what portion of fund balance is available for appropriation. The amount of fund balance not available for appropriation is what is known as "restricted by State statute". *Appropriated fund balance in any fund shall not exceed the sum of cash and investments minus the sum of liabilities, encumbrances, and deferred revenues arising from cash receipts, as those figures stand at the close of the fiscal year next preceding the budget.* Per GASB guidance, RSS is considered a resource upon which a restriction is "imposed by law through

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

constitutional provisions or enabling legislation". RSS is reduced by inventories and prepaids as they are classified as nonspendable. Outstanding encumbrances are included within RSS. RSS is included as a component of Restricted Net position and Restricted fund balance on the face of the balance sheet.

Restricted for Register of Deeds – portion of fund balance restricted by revenue source for automation and technology enhancements in the Register of Deeds' office [G.S. 161-11.3].

Restricted for Department of Social Services – portion of fund balance available for appropriation for expenditures related to adoption promotion.

Restricted for Health Department – portion of fund balance available for appropriation for expenditures related to CC4C and OBMC programs.

Restricted for Register of Deeds Pension Plan – portion of fund balance for non-cash asset for pension plan.

Restricted for Education – portion of fund balance available for appropriation for expenditures related to debt service and other capital needs for the Burke County Public Schools.

Restricted for Economic and Physical Development – portion of fund balance available for appropriation for expenditures related to capital projects related to business expansion.

Restricted for Environmental Protection – portion of fund balance available for appropriation for expenditures related to Cooperative Extension programs.

Restricted for Public Safety – portion of fund balance representing the aggregate of net positions for four special revenue funds: The Emergency Telephone System Fund, Substance Abuse Grant Fund, and Fire Tax Fund and Law Enforcement Restricted Fund plus other law enforcement funds.

*Committed Fund Balance* – portion of fund balance which can only be used for a specific purpose by a majority vote of Burke County's governing board (highest body of decision-making authority). Any change or removal of specific purpose requires majority action by the governing board.

Committed for Capital Projects – portion of fund balance available for appropriation for expenditures related to specific capital projects.

*Assigned Fund Balance* – portion of fund balance that the governing board decides to use for a specific purpose.

Subsequent year's expenditures- the portion of fund balance that is appropriated in the next year's budget that is not already classified in restricted or committed. The governing body approves the appropriation.

*Unassigned Fund Balance* – portion of the total fund balance that has not been restricted, committed, or assigned to specific purposes or other funds at year-end.

Burke County has a revenue spending policy that provides policy for programs with multiple revenue sources. The Finance Officer will use resources in the following hierarchy: bond proceeds, federal funds, State funds, local non-county funds, and county funds. For the purposes of fund balance classification expenditures are to be spent from restricted fund balance first, followed in order by committed fund balance, assigned fund balance and lastly unassigned fund balance. The Finance Officer has the authority to deviate from this policy if it is in the best interest of the County.

### **11. Defined Benefit Pension Plans**

The County participates in three cost-sharing, multiple-employer, defined benefit pension plans that are administered by the State: the Local Governmental Employees' Retirement System (LGERS), the Registers of Deeds' Supplemental Pension Fund (RODSPF), and the Law Enforcement Officers' Special Separation Allowance (LEOSSA) (collectively, the "state administered defined benefit pension plans"), and one other postemployment benefit plan (OPEB), the Healthcare Benefits Plan (HCB). For the purposes of measuring the net pension asset or liability, deferred outflows of resources and deferred inflows of resources related to pensions and pension expense, information about the fiduciary net

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

positions of the state-administered defined benefit pension plans and additions to/deductions from the state-administered defined pension plans' fiduciary net positions have been determined on the same basis as they are reported by the state-administered defined benefit pension plans. For this purpose, plan member contributions recognized in the period in which the contributions are due. The County's employer contributions are recognized when due and the County has a legal requirement to provide the contributions. Benefits and refunds are recognized when due and payable in accordance with the terms of the state-administered defined benefit pension plans. For purposes of measuring the net OPEB liability, deferred outflows and inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the HCB and additions to/deductions from the HCB's fiduciary net position have been determined on the same basis as they are reported by the HCB. For this purpose, the HCB recognizes benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value.

### Note 2 - Stewardship, Compliance, and Accountability

#### A. Material Violations of Finance-Related Legal and Contractual Provisions

The net position of the governmental activities was restated to account for net premiums received with the 2017 LOBs and the 2018 LOBs did not get reported in the appropriate fiscal years. The amount of total premiums is \$3,900,108 which is a material amount and required a prior year adjustment to correct the records.

### Note 3 - Detail Notes on All Funds

#### A. Assets

##### 1. Deposits

All of the County's and the Authority's deposits are either insured or collateralized by using one of two methods. Under the Dedicated Method, all deposits exceeding the federal depository insurance coverage level are collateralized with securities held by the County's and the Authority's agents in these units' names. Under the Pooling Method, which is a collateral pool, all uninsured deposits are collateralized with securities held by the State Treasurer's agent in the name of the State Treasurer. Since the State Treasurer is acting in a fiduciary capacity for the County and the Authority, these deposits are considered to be held by their agents in the entities' names. The amount of the pledged collateral is based on an approved averaging method for non-interest-bearing deposits and the actual current balance for interest-bearing deposits. Depositories using the Pooling Method report to the State Treasurer the adequacy of their pooled collateral covering uninsured deposits. The State Treasurer does not confirm this information with the County or the Authority. Because of the inability to measure the exact amount of collateral pledged for the County or the Authority, the potential exists for under-collateralization, and this risk may increase in periods of high cash flows. However, the State Treasurer of North Carolina enforces strict standards of financial stability for each depository that collateralizes public deposits under the Pooling Method.

The State Treasurer enforces standards of minimum capitalization for all pooling method financial institutions. The County and the Authority rely on the State Treasurer to monitor those financial institutions. The County analyzes the financial soundness of any financial institution used by the County. The County complies with the provisions of G.S. 159-31 when designating official depositories and verifying that deposits are properly secured. The County and the Authority have no formal policy regarding custodial credit risk for deposits.

At June 30, 2019, the County's deposits had a carrying amount of \$14,128,747 and a bank balance of \$14,873,776. Of the bank balance, \$1,000,000 was covered by federal depository insurance, and \$1,065,916 in non-interest-bearing deposits and \$12,807,860 in interest bearing deposits were covered by collateral held under the Pooling Method. At June 30, 2019, Burke County had \$6,925 cash on hand.

At June 30, 2019, the Authority's deposits had a carrying amount of \$305,126 and a bank balance of \$308,048. Of the balance, \$250,000 was covered by federal depository insurance and the remainder was covered by collateral held under the Pooling Method. The Authority had no cash on hand.

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

### 2. Investments

As of June 30, 2019, the County had the following investments and maturities:

Investments by Type	Valuation Measurement Method	Fair Value	Less Than 6 Months	6-12 Months
Commercial Paper	Fair Value Level 2	\$1,950,979	\$1,950,979	\$ -
Government Agencies	Fair Value Level 2	4,000,000	2,000,000	2,000,000
NC Capital Management Trust – Government Portfolio	Fair Value Level 1	1,011,754	1,011,754	-
NC Capital Management Trust – Term Portfolio*	Fair Value Level 1	30,668,221	30,668,221	-
Total:		<u>\$37,630,954</u>	<u>\$35,630,954</u>	<u>\$2,000,000</u>

\*Because the NC Capital Management Trust Term Portfolio has a weighted average maturity of less than 90 days, it was presented as an investment with a maturity of less than 6 months.

All investments are measured using the market approach: using prices and other relevant information generated by market transactions involving identical or comparable assets or a group of assets. Ratings are from Standard and Poor's scale.

Level of fair value hierarchy: Level 1: Debt securities are valued using directly observable, quoted prices (unadjusted) in active markets for identical assets. Level 2: Debt securities are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities relationship to benchmark quoted prices.

*Interest Rate Risk.* The County has no formal investment policy regarding interest rate risk. As a means of limiting its exposure to fair value losses arising from rising interest rates, the County's internal investment procedure limits at least half of the County's investment portfolio to maturities of less than 12 months. Also, the County's internal management policy recommends purchases of securities to be laddered with staggered maturity dates and limits all securities to a final maturity of no more than five years.

*Credit Risk.* The County has no formal policy regarding credit risk but has internal management procedures that limits the County's investments to the provisions of G.S. 159-30 and restricts the purchase of securities to the highest possible ratings whenever particular types of securities are rated. State law limits investments in commercial paper to the top rating issued by nationally recognized statistical rating organizations (NRSROs). As of June 30, 2019, the County's investments in commercial paper were rated A1 by Standard & Poor's and P1 by Moody's Investors Service. The County's investment in the NC Capital Management Trust Government Portfolio carried a credit rating of AAAM by Standard & Poor's as of June 30, 2019. The County's investment in the NC Capital Management Trust Term Portfolio is unrated. The Term Portfolio is authorized to invest in obligations of the U.S. government and agencies, and in high grade money market instruments as permitted under North Carolina General Statutes 159-30 as amended. The County's investments in US Agencies with United States Treasury are rated Aaa by Moody's Investors Service. The County does have an elevated credit risk due to safekeeping held in a third-party arrangement.

### 3. Property Tax – Use – Value Assessment on Certain Lands

In accordance with the general statutes, agriculture, horticulture, and forestland may be taxed by the County at the present-use value as opposed to market value. When the property loses its eligibility for use-value taxation, the property tax is recomputed at market value for the current year and the three preceding fiscal years, along with the accrued interest from the original due date. This tax is immediately due and payable. The following are property taxes that could become due if present use-value eligibility is lost. These amounts have not been recorded in the financial statements.

**BURKE COUNTY, NORTH CAROLINA**

Notes to the Financial Statements  
For the Year Ended June 30, 2019

Tax Year Levied	Tax	Interest	Total
2019	\$1,357,343	\$ -	\$1,357,343
2018	1,325,415	135,855	1,461,270
2017	1,323,894	254,850	1,578,744
2016	1,271,000	359,086	1,630,186
Total	\$5,277,752	\$749,791	\$6,027,543

**4. Receivables**

Receivables at the government-wide level at June 30, 2019, were as follows:

	Accounts	Taxes Receivable	Interest Receivable	Total
<b>Governmental Activities:</b>				
General	\$1,531,250	\$ 1,855,339	\$ 57,656	\$ 3,444,245
Other Governmental	-	210,897	-	210,897
Total receivables	1,531,250	2,066,236	57,656	3,655,142
Allowance for doubtful accounts	(546,875)	(1,215,178)	-	(1,762,053)
Total-governmental activities	\$ 984,375	\$ 851,058	\$ 57,656	\$1,893,089
<b>Business-type Activities</b>				
Water/Sewer	\$ 282,753	\$ -	\$ -	\$ 282,753
Solid Waste	515,162	-	-	515,162
Total	797,915	-	-	797,915
Allowance for doubtful accounts	(119,559)	-	-	(11,559)
Total-business-type activities	678,356	-	-	678,356
Total	\$1,662,731	\$ 851,058	\$ 57,656	\$ 2,571,445

The due from other governments that is owed to the County consists of the following:

NC DOR	\$5,568,317
NC DOT	463,706
NC DA	3,345
City of Morganton ABC	897
US EPA	15,115
NC DPS	115,294
NC DEQ	479,355
Emergency Telephone System	53,957
Town of Valdese ABC	318
NC AOC	374
USDA Forestry Services	495
Burke County Clerk of Court	17,005
Catawba County Clerk of Court	9
NC DHHS	477,920
DSS TRUST	3,017
City of Morganton	32,934
US DOH	34,624
WPCC	11,883
Town of Hildebran	16,749
Town of Connelly Springs	17,585
E911	57,420
Total	<u>\$7,370,319</u>

**BURKE COUNTY, NORTH CAROLINA**

Notes to the Financial Statements  
For the Year Ended June 30, 2019

**5. Capital Assets****Primary Government:**

Capital asset activity for the year ended June 30, 2019, was as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
<b>Governmental activities:</b>				
<b>Capital assets not being depreciated:</b>				
Land	\$ 2,513,737	\$ 25,653	\$ -	\$ 2,539,390
Construction in progress	5,672,083	13,298,381	-	18,970,464
Total capital assets not being depreciated	8,185,820	13,324,034	-	21,509,854
<b>Capital assets being depreciated:</b>				
Buildings	41,750,271	248,064	-	41,998,335
Improvements	7,669,262	321,306	-	7,990,568
Equipment	15,797,199	131,795	-	15,928,994
Vehicles	8,496,098	819,224	758,385	8,556,937
Total capital assets being depreciated	73,712,830	1,520,389	758,385	74,474,834
Less accumulated depreciation for:				
Buildings	17,251,126	1,243,642	-	18,494,768
Improvements	4,370,206	363,702	-	4,733,908
Equipment	12,426,346	1,020,219	-	13,446,565
Vehicles	5,780,801	945,146	756,113	5,969,834
Total accumulated depreciation	39,828,479	3,572,709	756,113	42,645,075
Total capital assets being depreciated, net	33,884,351			31,829,759
<b>Governmental activity capital assets, net</b>	<b>\$ 42,070,171</b>			<b>\$ 53,339,613</b>

Depreciation expense was charged to functions/programs of the primary government as follows:

General government	\$1,168,633
Public safety	1,829,017
Environmental protection	45,108
Human services	429,595
Cultural and recreational	100,356
Total depreciation expense	<u>\$3,572,709</u>

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

	Beginning Balances	Increases	Decreases	Ending Balances
<b>Business type activities:</b>				
<b>Water and Sewer:</b>				
<b>Capital assets not being depreciated:</b>				
Land	\$ 378,756	\$ -	\$ -	\$ 378,756
Total capital assets not being depreciated	378,756	-	-	378,756
<b>Capital assets being depreciated:</b>				
Buildings and distribution systems	25,769,440	-	-	25,769,440
Equipment	966,414	-	-	966,414
Vehicles	226,122	-	-	226,122
Total capital assets being depreciated	26,961,976	-	-	26,961,976
Less accumulated depreciation for:				
Buildings	12,496,708	619,465	-	13,116,173
Equipment	609,179	57,201	-	666,380
Vehicles	195,720	16,044	-	211,764
Total accumulated depreciation	13,301,607	692,710	-	13,994,317
Total capital assets being depreciated, net	13,660,369			12,967,659
<b>Water and Sewer capital assets, net</b>	<b>\$14,039,125</b>			<b>\$13,346,415</b>

	Beginning Balances	Increases	Decreases	Ending Balances
<b>Solid Waste:</b>				
<b>Capital assets not being depreciated:</b>				
Land	\$ 78,514	\$ -	\$ -	\$ 78,514
Construction in progress	660,337	197,789	-	858,126
Total capital assets not being depreciated	738,851	197,789	-	936,640
<b>Capital assets being depreciated:</b>				
Buildings	782,155	-	-	782,155
Improvements and Infrastructure	5,149,352	-	-	5,149,352
Equipment	2,072,411	234,219	13,500	2,293,130
Vehicles	862,793	60,564	-	923,357
Total capital assets being depreciated	8,866,711	294,783	13,500	9,147,994
Less accumulated depreciation for:				
Buildings	561,199	23,221	-	584,420
Improvements and Infrastructure	3,468,500	88,660	-	3,557,160
Equipment	997,466	138,256	13,018	1,122,704
Vehicles	493,905	65,612	-	559,517
Total accumulated depreciation	5,521,070	315,749	13,018	5,823,801
Total capital assets being depreciated, net	3,345,641			3,324,193
<b>Solid Waste capital assets, net</b>	<b>\$4,084,492</b>			<b>\$4,260,833</b>

### Construction commitments

The County has seven active construction projects as of June 30, 2019. At June 30, 2019, the government's commitments with contractors are as follows:

Project	Spent-to-date	Remaining Commitment
Jail	\$ 18,242,447	\$ 4,542,594
Valdese Library	574,926	315,847
Recreation Storage Building	28,675	26,325
Fonta Flora	64,195	152,100
Building Security	6,405	79,385
Sallyport at Courthouse	53,815	1,245,085
Landfill Gas Extraction System	221,154	137,094
Total	\$ 19,191,617	\$ 6,498,430

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

Capital asset activity for the Authority for the year ended June 30, 2019, was as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
<b>Governmental activities:</b>				
Capital assets being depreciated:				
Vehicles	\$ 61,000	\$ -	\$ -	\$ 61,000
Furniture & equipment	12,987	1,545	-	14,532
Website	-	2,901	-	2,901
Total capital assets being depreciated	73,987	4,446	-	78,433
Less accumulated depreciation:				
Vehicles	9,150	3,050	-	12,200
Furniture & equipment	12,987	283	-	13,270
Website	-	145	-	145
Total capital assets being depreciated	22,137	3,478	-	25,615
Capital assets, net	<u>\$ 51,850</u>			<u>\$ 52,818</u>

### B. Liabilities

#### 1. Payables

Payables at the government-wide level at June 30, 2019, were as follows:

	Vendors	Salaries and Benefits	Other	Total
Governmental activities:				
General	\$1,282,921	\$4,372,382	\$ -	\$5,655,303
Other governmental	1,604,561	-	-	1,604,561
Total-governmental activities	2,881,461	4,372,382	-	7,259,864
Business-type activities:				
Solid Waste	490,709	32,849	-	523,558
Water/Sewer	88,803	5,429	103,608	201,792
Total business-type activities:	<u>\$583,463</u>	<u>\$ 38,278</u>	<u>\$103,608</u>	<u>\$725,350</u>

Due to other governments that is owed by the County consists of the following:

Burke County TDA, occupancy taxes	\$95,678
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#### 2. Pension Plan Obligations

##### a. Local Governmental Employees' Retirement System

*Plan Description.* The County is a participating employer in the statewide Local Governmental Employees' Retirement System (LGERS), a cost-sharing multiple-employer defined benefit pension plan administered by the State of North Carolina. LGERS membership is comprised of general employees and local law enforcement officers (LEOs) of participating local government entities. Article 3 of G.S. Chapter 128 assigns the County to establish and amend benefit provisions to the North Carolina General Assembly. Management of the plan is vested in the LGERS Board of Trustees, which consists of 13 members – nine appointed by the Governor, one appointed by the State Senate, one appointed by the State House of Representatives, and the State Treasurer and State Superintendent, who serve as ex-officio members. The Local Governmental Employees' Retirement System is included in the Comprehensive Annual Financial Report (CAFR) for the State of North Carolina. The State's CAFR includes financial statements and required supplementary information for LGERS. That report may be obtained by writing to the Office of the State Controller, 1410 Mail Service Center, Raleigh, North Carolina 27699-1410, by calling (919) 981-5454, or at [www.osc.nc.org](http://www.osc.nc.org).

## BURKE COUNTY, NORTH CAROLINA

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*Benefits Provided.* LGERS provides retirement and survivor benefits. Retirement benefits are determined as 1.85% of the member's average final compensation times the member's years of creditable service. A member's average final compensation is calculated as the average of a member's four highest consecutive years of compensation. Plan members are eligible to retire with full retirement benefits at age 65 with five years of creditable service, at age 60 with 25 years of creditable service, or at any age with 30 years of creditable service. Plan members are eligible to retire with partial retirement benefits at age 50 with 20 years of creditable service or at age 60 with five years of creditable service (age 55 for firefighters). Survivor benefits are available to eligible beneficiaries of members who die while in active service or within 180 days of their last day of service and who have either completed 20 years of creditable service regardless of age (15 years of creditable service for firefighters and rescue squad members who are killed in the line of duty) or have completed five years of service and have reached age 60. Eligible beneficiaries may elect to receive a monthly Survivor's Alternate Benefit for life or a return of the member's contributions. The plan does not provide for automatic post-retirement benefit increases. Increases are contingent upon actuarial gains of the plan.

LGERS plan members who are LEOs are eligible to retire with full retirement benefits at age 55 with five years creditable service as an officer, or at any age with 30 years of creditable service. LEO plan members are eligible to retire with partial retirement benefits at age 50 with 15 years of creditable service as an officer. Survivor benefits are available to eligible beneficiaries of LEO members who die while in active service or within 180 days of their last day of service and who also have either completed 20 years of creditable service regardless of age, or have completed 15 years of service as a LEO and have reached age 50, or have completed five years of creditable service as a LEO and have reached age 55, or have completed 15 years of creditable service as a LEO if killed in the line of duty. Eligible beneficiaries may elect to receive a monthly Survivor's Alternate Benefit for life or a return of the member's contributions.

*Contributions.* Contribution provisions are established by General Statue 128-30 and may be amended only by the North Carolina General Assembly. County employees are required to contribute 6% of their compensation. Employer contributions are actuarially determined and set annually by the LGERS Board of Trustees. The County's contractually required contribution rate for the year ended June 30, 2019, was 8.50% of compensation for law enforcement officers and 7.82% for general employees and firefighters, actuarially determined as an amount that, when combined with employees contributions, is expected to finance the costs of benefits earned by employees during the year. Contributions to the pension plan from the County were \$1,786,202 for the year ended June 30, 2019.

*Refunds of Contributions.* County employees, who have terminated service as a contributing member of LGERS, may file an application for a refund of their contributions. By state law, refunds to members with at least five years of service include 4% interest. State law requires a 60-day waiting period after service termination before the refund may be paid. The acceptance of a refund payment cancels the individual's right to employer contributions, or any other benefit provided by LGERS.

### **Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

At June 30, 2019, the County reported a liability of \$8,054,813 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2018. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2017. The total pension liability was then rolled forward to the measurement date of June 30, 2018 utilizing update procedures incorporating the actuarial assumptions. The County's proportion of the net pension liability was based on a projection of the County's long-term share of future payroll covered by the pension plan, relative to the projected future payroll covered by the pension plan of all participating LGERS employers, actuarially determined. At June 30, 2019, the County's proportion was 0.33953%, which was an increase of 0.00250% from its proportion share measured as of June 30, 2017.

For the year ended June 30, 2019, the County recognized pension expense of \$2,263,629. At June 30, 2019, the County reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

## BURKE COUNTY, NORTH CAROLINA

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For the Year Ended June 30, 2019

	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Differences between expected and actual experience	\$ 1,242,666	\$ 41,698
Changes of assumptions	2,137,436	-
Net difference between projected and actual earnings on pension plan investments	1,105,687	-
Changes in proportion and differences between County contributions and proportionate share of contributions	100,745	132,068
County contributions subsequent to the measurement date	1,786,202	-
Total	<u>\$ 6,372,736</u>	<u>\$ 173,766</u>

\$1,786,202 reported as deferred outflows of resources related to pensions resulting from County contributions subsequent to the measurement date will be recognized as a decrease of the net pension liability in the year ended June 30, 2020. Other amounts reported as deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:		
2020	\$	1,988,438
2021		1,277,430
2022		215,403
2023		590,459
2024		-
Thereafter		-
Total	\$	<u>4,412,768</u>

*Actuarial Assumptions.* The total pension liability in the December 31, 2017 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	3.0%	
Salary increases	3.50%	
Investment rate of return	7.00%	net of pension plan investment expense, including inflation

The plan currently uses mortality rates based on the *RP-2014 Total Data Set for Healthy Annuitants Mortality Table* that vary by age, gender, employee group (i.e. general, law enforcement officer) and health status (i.e. disabled and healthy). The current mortality rates are based on published tables and based on studies that cover significant portions of the U.S. population. The healthy mortality rates also contain a provision to reflect future mortality improvements.

The actuarial assumptions used in the December 31, 2017 valuation were based on the results of an actuarial experience study as of December 31, 2014.

Future ad hoc COLA amounts are not considered to be substantively automatic and are therefore not included in the measurement.

The projected long-term investment returns and inflation assumptions are developed through review of current and historical capital markets data, sell-side investment research, consultant whitepapers, and historical performance of investment strategies. Fixed income return projections reflect current yields across the U.S. Treasury yield curve and market expectations of forward yields projected and interpolated for multiple tenors and over multiple year horizons. Global public equity projections are established through analysis of the equity risk premium and the fixed income return projections. Other asset categories and strategies' return projections reflect the foregoing and historical data analysis. These projections are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

inflation. The target allocation and best estimates or arithmetic real rates of return for each major asset class as of June 30, 2019 are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Fixed Income	29.0%	1.4%
Global Equity	42.0%	5.3%
Real Estate	8.0%	4.3%
Alternatives	8.0%	8.9%
Credit	7.0%	6.0%
Inflation Protection	6.0%	4.0%
Total	<u>100%</u>	

The information above is based on 30-year expectations developed with the consulting actuary for the 2017 asset, liability and investment policy study for the North Carolina Retirement Systems, including LGERS. The long-term nominal rates of return underlying the real rates of return are arithmetic annualized figures. The real rates of return are calculated from nominal rates by multiplicatively subtracting a long-term inflation assumption of 3.05%. All rates of return and inflation are annualized.

*Discount rate.* The discount rate used to measure the total pension liability was 7.00%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of the current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

*Sensitivity of the proportionate share of the net pension liability to changes in the discount rate.* The following presents the proportionate share of the net pension asset calculated using the discount rate of 7.00% , as well as what the proportionate share of the net pension asset or net pension liability would be if it were calculated using a discount rate that is one percentage point lower (6.00% ) or one percentage point higher (8.00% ) than the current rate:

	1% Decrease (6.00%)	Discount Rate (7.00%)	1% Increase (8.00%)
County's proportionate share of the net pension liability (asset)	\$ 19,348,358	\$ 8,054,813	\$ (1,382,250)

*Pension plan fiduciary net position.* Detailed information about the pension plan's fiduciary net position is available in the separately issued Comprehensive Annual Financial Report (CAFR) for the State of North Carolina.

### **b. Law Enforcement Officers' Special Separation Allowance**

#### **Plan Description**

Burke County administers a public employee retirement system (the Separation Allowance), a single-employer defined benefit pension plan that provides retirement benefits to the County's qualified sworn law enforcement officers under the age of 62 who have completed at least 30 years of creditable service or have attained 55 years of age and have completed five or more years of creditable service.

*Benefits Provided.* The Separation Allowance is equal to .85% of the annual equivalent of the base rate of compensation most recently applicable to the officer for each year of creditable service. The retirement benefits are not subject to any increases in salary or retirement allowances that may be authorized by the General Assembly. Article 12D of G.S. Chapter 143 assigns the authority to establish and amend benefit provisions to the North Carolina General Assembly.

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

All full-time County law enforcement officers are covered by the Separation Allowance. The following table summarizes the membership of the Plan as of December 31, 2017, the valuation date:

Retirees receiving benefits	13
Active plan members	86
Total	<u>99</u>

*Summary of Significant Accounting Policies.* Basis of Accounting. The County has chosen to fund the Separation Allowance on a pay as you go basis. Pension expenditures are made from the General Fund, which is maintained on the modified accrual basis of accounting. Benefits are recognized when due and payable in accordance with the terms of the plan.

The Separation Allowance has no assets accumulated in a trust that meets the criteria which are outlined in GASB Statement 73.

*Actuarial Assumptions.* The entry age actuarial cost method used in the December 31, 2017 valuation. The total pension liability (TPL) was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.50%
Salary increases	3.50 to 7.35%, including inflation and productivity factor
Discount rate	3.64%

The discount rate used to measure the total pension liability is the S&P Municipal Bond 20 Year High Grade Rate Index.

Mortality Rate:

*Deaths after retirement (Healthy):* RP-2014 Healthy Annuitant base rates projected to 2015 using MP-2015, projected forward generationally from 2015 using MP-2015. Rates are adjusted by 104% for males and 100% for females.

*Deaths before retirement:* RP-2014 Employee base rates projected to 2015 using MP-2015, projected forward generationally from 2015 using MP-2015.

*Deaths after retirement (Beneficiary):* RP-2014 Healthy Annuitant base rates projected to 2015 using MP-2015, projected forward generationally from 2015 using MP-2015. Rates are adjusted by 123% for males and females.

*Deaths after retirement (Disabled):* RP-2014 Disables Retiree base rates projected to 2015 using MP-2015, projected forward generationally from 2015 using MP-2015. Rates are adjusted by 103% for males and 99% for females.

*Contributions.* The County is required by Article 12D of G.S. Chapter 143 to provide these retirement benefits and has chosen to fund the amounts necessary to cover the benefits earned on a pay as you go basis through appropriations made in the General Fund operating budget. There were no contributions made by employees. The County's obligation to contribute to this plan is established and may be amended by the North Carolina General Assembly. Administration costs of the Separation Allowance are financed through investment earnings. The County paid \$136,569 as benefits came due for the reporting period.

### **Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to the LEOSA Pension Plan**

At June 30, 2019, the County reported a total pension liability of \$1,921,887. The total pension liability was measured as of December 31, 2018 based on December 31, 2017 actuarial valuation. The total pension liability was rolled forward to December 31, 2018 utilizing update procedures incorporating the

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

actuarial assumptions. For the year ended June 30, 2019, the County recognized pension expense of \$168,505.

	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Differences between expected and actual experience	\$ 26,112	\$ 3,470
Changes of assumptions	81,978	85,880
County contributions subsequent to the measurement date	80,134	-
Total	\$ 188,224	\$ 89,350

The County paid \$79,277 in benefit payments and \$857 in admin expenditures subsequent to the measurement date that are reported as deferred outflows of resources related to pensions as deferred outflows of resources related to pensions, which will be recognized as a decrease of the total pension liability in the year ended June 30, 2020. Other amounts reported as deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<b>Year ended June 30:</b>		
2020	\$	6,083
2021		6,083
2022		6,083
2023		11,513
2024		(11,022)
Thereafter		-

*Sensitivity of the County's total pension liability to changes in the discount rate.* The following presents the County's total pension liability calculated using the discount rate of 3.64% , as well as what the County's total pension liability would be if it were calculated using a discount rate that is one percentage point lower (2.64% ) or one percentage point higher (4.64% ) than the current rate:

	<b>1% Decrease (2.64%)</b>	<b>Discount Rate (3.64%)</b>	<b>1% Increase (4.64%)</b>
County's proportionate share of The net pension liability (asset)	\$2,086,369	\$1,921,887	\$1,772,328

### Schedule of Changes in Total Pension Liability Law Enforcement Officers' Special Separation Allowance

Beginning balance	\$1,978,110
Service cost	101,215
Interest on the total pension liability	60,350
Changes of benefit terms	-
Differences between expected and actual experience in the measurement of total pension liability	(4,188)
Changes of assumptions or other inputs	(77,031)
Benefit payments	(136,569)
Other changes	-
Ending balance of the total pension liability	\$1,921,887

*Changes of assumptions.* Changes of assumptions and other inputs reflect a change in the discount rate from 3.16% at December 31, 2017 to 3.64% at December 31, 2018.

*Changes in Benefit Terms:* There are no changes in benefit terms since the prior Measurement Date.

The actuarial assumptions used in the December 31, 2017 valuation were based on the results of an actuarial experience study as of December 31, 2014.

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

### **c. Supplemental Retirement Income Plan for Law Enforcement Officers**

*Plan Description.* The County contributes to the Supplemental Retirement Income Plan (Plan), a defined contribution pension plan administered by the Department of State Treasurer and a Board of Trustees. The Plan provides retirement benefits to law enforcement officers employed by the County. Article 5 of G.S. Chapter 135 assigns the authority to establish and amend benefit provisions to the North Carolina General Assembly. The Supplemental Retirement Income Plan for Law Enforcement Officers is included in the Comprehensive Annual Financial Report (CAFR) for the State of North Carolina. The State's CAFR includes the pension trust fund financial statements for the Internal Revenue Code Section 401(k) plan that includes the Supplemental Retirement Income Plan for Law Enforcement Officers. That report may be obtained by writing to the Office of the State Controller, 1410 Mail Service Center, Raleigh, North Carolina 27699-1410, or by calling (919) 981-5454.

*Funding Policy.* Article 12E of G.S. Chapter 143 required the County to contribute each month an amount equal to five percent of each officer's salary, and all amounts contributed are vested immediately. Also, the law enforcement officers may make voluntary contributions to the plan.

Contributions for the year ended June 30, 2019 were \$244,668, which consisted of \$190,102 from the County and \$54,565 from the law enforcement officers. No amounts were forfeited.

### **d. Supplemental Retirement Income Plans for General Employees**

The County also offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 401. The Plan, available to all County employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency.

Employees other than law enforcement have the choice of participating in a 401(k) plan or a 457 deferred compensation plan. The County contributes up to 2 percent matching funds to the plan of their choice. Employees may make elective deferrals to each plan. Contributions for the year ended June 30, 2019 to these plans were \$618,829, which consisted of \$194,308 from the County and \$424,521 from employees. No amounts were forfeited.

### **e. Register of Deeds' Supplemental Pension Fund**

*Plan Description.* Burke County also contributes to the Registers of Deeds' Supplemental Pension Fund (RODSPF), a noncontributory, defined benefit plan administered by the North Carolina Department of State Treasurer. RODSPF provides supplemental pension benefits to any eligible county register of deeds who is retired under the Local Government Employees' Retirement System (LERS) or an equivalent locally sponsored plan. Article 3 of G.S. Chapter 161 assigns the authority to establish and amend benefit provisions to the North Carolina General Assembly. Management of the plan is vested in the LERS Board of Trustees, which consists of 13 members – nine appointed by the Governor, one appointed by the state Senate, one appointed by the state House of Representatives, and the State Treasurer and State Superintendent, who serve as ex-officio members. The Registers of Deeds' Supplemental Pension Fund is included in the Comprehensive Annual Financial Report (CAFR) for the State of North Carolina. The State's CAFR includes financial statements and required supplementary information for the Registers of Deeds' Supplemental Pension Fund. That report may be obtained by writing to the Office of the State Controller, 1410 Mail Service Center, Raleigh, North Carolina 28699-1410, by calling (919) 981-5454, or at [www.osc.nc.gov](http://www.osc.nc.gov).

*Benefits Provided.* An individual's benefits for the year are calculated as a share of accumulated contributions available for benefits for that year, subject to certain statutory limits. An individual's eligibility is based on at least 10 years of service as a register of deeds with the individual's share increasing with years of service. Because of the statutory limits noted above, not all contributions available for benefits are distributed.

*Contributions.* Benefits and administrative expenses are funded by investment income and 1.5% of the receipts collected by each County Commission under Article 1 of Chapter 161 of the North Carolina

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

General Statutes. The statutory contribution currently has no relationship to the actuary's required contribution. The actuarially determined contribution this year, and for the foreseeable future, is zero. Registers of Deeds do not contribute. Contribution provisions are established by General Statute 161-50 and may be amended only by the North Carolina General Assembly. Contributions to the pension plan from the County were \$9,169 for the year ended June 30, 2019.

### ***Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension***

At June 30, 2019, the County reported an asset of \$215,625 for its proportionate share of the net pension asset. The net pension asset was measured as of June 30, 2018. The total pension liability used to calculate the net pension asset was determined by an actuarial valuation as of December 31, 2017. The total pension liability was then rolled forward to the measurement date of June 30, 2018 utilizing update procedures incorporating the actuarial assumptions. The County's proportion of the net pension asset was based on the County's share of contributions to the pension plan, relative to contributions to the pension plan of all participating RODSPF employers. At June 30, 2019, the County's proportion was 1.3019%, which was an increase of .1969% from its proportion measured as of June 30, 2017.

For the year ended June 30, 2019, the County recognized pension expense of \$6,007. At June 30, 2019, the County reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Differences between expected and actual experience	\$ 1,901	\$ 9,842
Changes of assumptions	10,141	-
Net difference between projected and actual earnings on pension plan investments	34,369	-
Changes in proportion and differences between County contributions and proportionate share of contributions		37,367
County contributions subsequent to the measurement date	9,169	-
Total	\$ 55,580	\$ 47,209

\$9,169 reported as deferred outflows of resources related to pensions resulting from County contributions subsequent to the measurement date will be recognized as an increase of the net pension asset in the year ended June 30, 2020. Other amounts reported as deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<b>Year ended June 30:</b>	
2020	\$ (4,633)
2021	(11,631)
2022	10,128
2023	5,338
2024	
Thereafter	-
Total	\$ (798)

**Actuarial Assumptions.** The total pension liability in the December 31, 2017 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	3.00 percent
Salary increases	3.50 to 7.75 percent, including inflation and productivity factor
Investment rate of return	3.75 percent, net of investment expense, including inflation

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

The plan currently uses mortality tables that vary by age, gender, employee group (i.e. general, law enforcement officer) and health status (i.e. disabled and healthy). The current mortality rates are based on published tables and based on studies that cover significant portions of the U.S. population. The healthy mortality rates also contain a provision to reflect future mortality improvements.

The actuarial assumptions used in the December 31, 2017 valuation were based on the results of an actuarial experience study as of December 31, 2016.

Future ad hoc COLA amounts are not considered to be substantively automatic and are therefore not included in the measurement.

The projected long-term investment returns and inflation assumptions are developed through review of current and historical capital markets data, sell-side investment research, consultant whitepapers, and historical performance of investment strategies. Fixed income return projections reflect current yields across the U.S. Treasury yield curve and market expectations of forward yields projected and interpolated for multiple tenors and over multiple year horizons. These projections are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The adopted asset allocation policy for the RODSPF is 100% in the fixed income asset class. The best estimate of arithmetic real rate of return for the fixed income asset class as of June 30, 2017 is 1.4%.

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Fixed Income	29.0%	1.4%
Global Equity	42.0%	5.3%
Real Estate	8.0%	4.3%
Alternatives	8.0%	8.9%
Credit	7.0%	6.0%
Inflation Protection	6.0%	4.0%
Total	<u>100%</u>	

The information above is based on 30-year expectations developed with the consulting actuary for the 2017 asset liability and investment policy study for the North Carolina Retirement Systems, including LGERS. The long-term nominal rates of return underlying the real rates of return are arithmetic annualized figures. The real rates of return are calculated from nominal rates by multiplicatively subtracting a long-term inflation assumption of 3.05%. All rates of return and inflation are annualized.

*Discount rate.* The discount rate used to measure the total pension liability was 7.00%. The projection of cash flows used to determine the discount rate assumed that contributions from employers will be made at statutorily required rates. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of the current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

*Sensitivity of the County's proportionate share of the net pension asset to changes in the discount rate.* The following presents the County's proportionate share of the net pension asset calculated using the discount rate of 3.75%, as well as what the County's proportionate share of the net pension asset would be if it were calculated using a discount rate that is 1-percentage-point lower (2.75%) or 1-percentage-point higher (4.75%) than the current rate:

	1% Decrease (2.75%)	Discount Rate (3.75%)	1% Increase (4.75%)
County's proportionate share of the net pension liability (asset)	\$(170,009)	\$(215,625)	\$(254,095)

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

*Pension plan fiduciary net position.* Detailed information about the pension plan's fiduciary net position is available in the separately issued Comprehensive Annual Financial Report (CAFR) for the State of North Carolina.

### **f. Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions**

The net pension liability for LGERS and ROD was measured as of December 31, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The total pension liability for LEOSSA was measured as of December 31, 2018, with an actuarial valuation date of December 31, 2017.

The County's proportion of the net pension liability was based on the County's share of contributions to the pension plan relative to the contribution of all participating entities. Following is information related to the proportionate share and pension expense:

	LGERS	ROD	LEOSSA	TOTAL
Proportionate Share of Net Pension Liability (Asset)	\$ 8,054,813	\$ (215,625)	-	\$ 7,839,188
Proportion of the Net Pension Liability (Asset)	.33953%	1.3019%	-	
Total Pension Liability			\$1,921,887	\$ 1,921,887
Pension Expense	\$ 2,263,629	\$ 6,007	\$ 168,505	\$ 2,438,141

At June 30, 2019, the County reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	LGERS	ROD	LEOSSA	TOTAL
<b>Deferred Outflows of Resources</b>				
Differences between expected and actual experience	\$1,242,666	\$ 1,901	\$ 26,112	\$1,270,679
Changes of assumptions	\$2,137,436	10,141	81,978	\$2,229,555
Net difference between projected and actual earnings on pension plan investments	\$1,105,687	34,369	-	\$1,140,056
Changes in proportion and differences between County contributions and proportionate share of contributions	\$ 100,745	-	-	\$ 100,745
County contributions (LGERS, ROD)/benefit payments and administration costs (LEOSSA) subsequent to the measurement date	\$1,786,202	9,169	80,134	\$1,875,505
<b>Deferred Inflows of Resources</b>				
Differences between expected and actual experience	\$ 41,698	\$ 9,842	\$ 3,470	\$ 55,010
Changes of assumptions	\$ -	-	85,880	\$ 85,880
Changes in proportion and differences between County contributions and proportionate share of contributions	\$ 132,068	37,367	-	\$ 169,435

### **g. Other Postemployment Benefit**

#### Health Care Benefits

Plan Description – Under the terms of a County resolution, the County administers a single-employer defined benefit Healthcare Benefits Plan (the CHB Plan). This plan provides post-employment healthcare benefits to retirees of the County, provided they participate in the North Carolina Local Government Employees' Retirement System (the System) and have at least five years of creditable service with the County. The HCB Plan is available to qualified retirees until the age of 65 or until Medicare eligible, whichever is sooner. The County provides a portion of the total cost of coverage for these benefits for individual retirees based on years of service at retirement. Also, the County's retirees can purchase coverage for their dependents at the County's group rates. The Board of Commissioners may amend the benefit provisions. A separate report was not issued for the plan.

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

*Plan Membership.* At June 30, 2018 and June 30, 2019, the HCB membership consisted of the following:

	2018	2019
Retirees receiving benefits	80	82
Inactive members entitled to but not receiving benefits	-	-
Active plan members	<u>536</u>	<u>584</u>
Total	<u>616</u>	<u>666</u>

*Contributions.* The Board of Commissioners established the contribution requirements of plan members and these requirements may be amended by the Board. The Board establishes rates based on an actuarially determined rate. For the year ended June 30, 2019, per month the County contributed \$695 per active employee and up to \$695 per retired employee. The County's contribution is dependent on the employee's number of years of creditable service with the County at retirement. Retirees with ten to twenty-five years of creditable service pay a monthly premium. Retirees with more than twenty-five years of creditable do not contribute to the plan. The Board of Commissioners may amend the benefit provisions.

### County contributions to HCB Plan based on creditable years of service

Years of Creditable service	
5-9	20%
10-14	45%
15-19	60%
20-24	75%
25+	100%

*Actuarial assumptions.* The total OPEB liability was determined by an actuarial valuation as of June 30, 2017 using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.50%	
Real wage growth	1.00%	
Salary increases	3.50 to 7.75%, including inflation and productivity factor	
Discount rate	3.56%	
Healthcare cost trend rates	7.50% for 2017, decreasing to an ultimate rate of 5% by 2023	

The discount rate was based on the June average of the Bond Buyer General Obligation 20-Year Municipal Bond Index.

The actuarial assumptions used in the June 30, 2017 valuation were based on the results of an actuarial experience study for the period 2010-2014.

Total OPEB liabilities were then rolled forward to June 30, 2018 for the employer and the plan, utilizing update procedures incorporating the actuarial assumptions.

Mortality rates were based on the RP-2014 Healthy Annuitant base rates projected to the valuation date using MP-2015, projected forward generationally from the valuation date using MP-2015. For general employees, rates are adjusted by 115% (male) and 79% (female) for ages under 78 and by 135% (male) and 116% (female) for ages 78 and older. For law enforcement officers, rates are adjusted by 104 % (male) and 100% (female).

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

### Net OPEB Liability of the County

*Sensitivity of the net OPEB liability to changes in the discount rate.* The following presents the net OPEB liability of the County, as well as what the County's net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (2.56percent) or 1-percentage-point higher (4.56% ) than the current discount rate:

	1% Decrease (2.89 %)	Discount Rate (3.89 %)	1% Increase (4.89 %)
Net OPEB liability (asset)	\$ 18,749,461	\$ 17,141,000	\$ 15,696,032

*Sensitivity of the net OPEB liability to changes in the healthcare trend rate.* The following presents the net OPEB liability of the County, as well as what the County's net OPEB liability would be if it were to calculate healthcare trend rates that are 1-percentage-point lower (3.9% ) or 1-percentage-point higher (5.9% ) than the current healthcare trend rate:

	1% Decrease (2.89%)	Healthcare Cost Trend Rate	1% Increase (4.89%)
Net OPEB liability (asset)	\$ 15,204,810	\$ 17,141,000	\$ 19,435,367

*Changes in Net OPEB Liability, OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB.* At June 30, 2018, the County reported a net OPEB liability of \$17,141,000. The total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of June 30, 2017. The total pension liability was then rolled forward to the measurement date of June 30, 2018 utilizing the update procedures incorporating the actuarial assumptions.

At June 30, 2018, the components of the net OPEB liability of the County, measured as of June 30, 2017:

Balance at June 30, 2016	\$16,997,821
Changes for the year	
Service cost	932,000
Interest	589,390
Differences between expected and actual	25,502
Changes of assumptions	(512,077)
Benefit payments	<u>(891,636)</u>
Net changes	<u>143,179</u>
Balances at June 30, 2017	<u>\$17,141,000</u>

Changes of assumptions. Changes of assumptions and other inputs reflect a change in the discount rate from 3.56% in 2017 to 3.89% in 2018.

For the year ended June 30, 2019, the County recognized OPEB expense of \$1,349,773. At June 30, 2018, the County reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 75,388	\$ -
Changes of assumptions	70,000	1,036,404
County contributions subsequent to the measurement date	534,790	-
Total	<u>\$680,178</u>	<u>\$1,036,404</u>

\$534,790 reported as deferred outflows of resources related to OPEB resulting from County contributions subsequent to the measurement date will be recognized as a decrease in the net OPEB

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
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liability in the year ended June 30, 2020. Other amounts reported as deferred inflows of resources related to OPEB will be recognized in the OPEB expense as follows:

Year ended June 30	
2020	\$ (179,657)
2021	(179,657)
2022	(179,657)
2023	(179,657)
2024	(175,273)
Thereafter	(67,115)

### h. Other Employment Benefits Death Benefits

The County has elected to provide death benefits to all eligible employees through the Death Benefit Plan for members of the Local Governmental Employees' Retirement System (Death Benefit Plan). a multiple-employer, State administered, cost sharing plan funded on a one-year term cost basis. The beneficiaries of those employees who die in active service after one year of contributing membership in the System, or who die within 180 days after retirement or termination of service have at least one year of contributing membership service in the System at the time of death are eligible for death benefits. Lump sum death benefit payments to beneficiaries are equal to the employee's 12 highest months' salary in a row during the 24 months prior to the employee's death, but the benefit will be a minimum of \$25,000 and will not exceed \$50,000. Because all death benefit payments are made from the Death Benefit Plan and not by the County, the County does not determine the number of eligible participants. The County has no liability beyond the payment of monthly contributions. The contributions to the Death Benefit Plan cannot be separated between the post-employment benefit amount and the other benefit amount. Contributions are determined as a percentage of monthly payroll based upon rates established annually by the State. Separate rates are set for employees not engaged in law enforcement and for law enforcement officers.

For the fiscal year ended June 30, 2019, the County made contributions to the State for death benefits of \$20,676 for general employees and \$5,323 for law enforcement employees. The County's required contributions for employees not engaged in law enforcement and for law enforcement officers represents 0.11% and 0.14% of covered payroll, respectively.

### 3. Closure and Post closure Care Costs – Burke County Landfill Facility

State and federal laws and regulations require the County to place a final cover on its landfill facility when it stops accepting waste and to perform certain maintenance and monitoring functions at the site for thirty years after closure. Although closure and post closure care costs will be paid only near, or after the date that the landfill stops accepting waste, the County reports a portion of these closure and post closure care costs as an operating expense in each period based on landfill capacity used as of each balance sheet date. The \$5,182,501 reported as landfill closure and post closure care liability at June 30, 2019 represents a cumulative amount reported to date based on the use of 100% of the total estimated capacity of the landfill. These amounts are based on what it would cost to perform all closure and post closure care in 2019. The County closed the facility in 1998 to household waste material but continues to accept construction and demolition materials. Actual cost may be higher due to inflation, changes in technology or changes in regulations.

The County has met the requirements of a local government financial test that is one option under State and Federal Laws and regulations that help determine if a unit is financially able to meet closure and post closure care requirements.

**BURKE COUNTY, NORTH CAROLINA**

Notes to the Financial Statements  
For the Year Ended June 30, 2019

**4. Deferred Outflows and Inflows of Resources**

Deferred outflows and inflows of resources as of June 30, 2019 are as follows:

	Deferred Outflows of Resources	Deferred Inflows of Resources Statement of Net Position	Governmental Funds Balance Sheet
Changes in assumptions	\$ 2,299,555	\$ 1,122,284	\$ -
Pensions – difference between expected and actual experience	1,346,067	55,010	-
Pensions – difference between projected and actual investment earnings	1,140,056	-	-
Pensions – change in proportion and difference between employer contributions and proportionate share of contributions	100,745	169,435	-
Contributions to pension plans in current year	2,410,295		
Deferred charges on refunding debt	1,900,787		
EMS fees receivable, net	-	-	796,616
Prepaid taxes not yet earned (General)	-	183,778	183,778
Prepaid taxes not yet earned (Special Revenue)	-	1,790	1,790
Taxes receivable, net (General)	-	-	640,161
Taxes Receivable, net (Special Revenue)	-	-	209,107
Total	<u>\$ 9,197,505</u>	<u>\$ 1,532,297</u>	<u>\$ 1,831,452</u>

**5. Risk Management**

The County is exposed to various risks of losses related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The County participates in three self-funded risk-financing pools administered by the North Carolina Association of County Commissioners. Through these pools, the County obtains property coverage equal to replacement cost values of owned property subject to a limit of \$106,796,733 million for any one occurrence, general, auto, professional, and employment practices liability coverage of \$2,000,000 per occurrence, auto physical damage coverage for owned autos at actual cash value, crime coverage of \$250,000 per occurrence and workers' compensation coverage up to the statutory limits. The pools are audited annually by certified public accountants, and the audited financial statements are available to the County upon request. The pools are reinsured through a multi-state public entity captive for single occurrence losses in excess of \$500,000 up to a \$2 million limit for liability coverage, \$600,000 of aggregate annual losses in excess of \$50,000 per occurrence for property, auto physical damage, and crime coverage, and single occurrence losses of \$350,000 for workers' compensation. The County provides employee health, dental and life insurance benefits through commercial carriers.

The County has additional insurance for flooding on the Wamsutta Mill Road Building.

In accordance with G.S. 159-29, the County's employees that have access to \$100 or more at any given time of the County's funds are covered by a blanket bond for \$250,000. The Finance Officer, Tax Administrators and Register of Deeds, are each individually bonded for \$50,000 each. The Sheriff is bonded for \$25,000.

The County carries commercial coverage for all other risks of loss. There have been no significant reductions in insurance coverage from the previous year and settled claims have not exceeded coverage in any of the past three fiscal years.

**BURKE COUNTY, NORTH CAROLINA**

Notes to the Financial Statements  
For the Year Ended June 30, 2019

**6. Long-term Obligations****a. Capital Leases**

The County has no capital lease agreements as a lessee.

**b. Installment Financing**

The County's indebtedness at June 30, 2019 is comprised of the following individual issues:

**Serviced by the County's General Fund:**

\$6,885,000 2013 current refunding contract, due on October 1, 10 installments of various principal amounts and interest at 2.15% Final payment due 2023. Western Piedmont Community College property is pledged as collateral for this loan.	\$ 2,990,000
\$16,285,000 Refunding Certificate of Participation, Series 2013A, Due on April 1 and October 1, 25 installments of various principal amounts and interest at 2.41% Final payment due 2026. Patton High School is pledged as collateral for this loan.	10,665,000
\$15,820,000 Refunding Certificate of Participation, Series 2013B, Due on April 1 and October 1, 25 installments of various principal amounts and interest at 2.41% Final payment due 2026. Draughn High School is pledged as collateral for this loan.	10,320,000
\$21,075,000 Limited Obligation Bonds, Series 2017 Due on April 1 and October 1, 20 installments of various principal amounts and interest at 3.00% to 5.00%. Final payment due 2037. County Jail is pledged as collateral for this loan.	18,975,000
\$20,010,000 Limited Obligation Bonds, Series 2018 Due on March 26 and September 25, 20 installments of various principal amounts and interest at 3.00% to 5.00%. Final payment due 2038. Mountain View Elementary is pledged as collateral for this loan.	<u>\$19,035,000</u>
Total governmental activities	61,985,000
<b>Serviced by the Water and Sewer Fund:</b>	
\$242,679 note payable with a principal payment for \$12,134 due on May 1; interest free. Final payment due May 2030.	<u>133,473</u>
Total business -type activities	133,473
Total County debt outstanding	<u>\$62,118,473</u>

**BURKE COUNTY, NORTH CAROLINA**

Notes to the Financial Statements  
For the Year Ended June 30, 2019

For Burke County, the future minimum payments as of June 30, 2019, including \$17,303,265 of interest, are:

Year Ending June 30	Governmental Activities				Business Activities	
	Bonds		Notes from Direct Borrowings and Direct Placements		Notes from Direct Borrowings	
	Principal	Interest	Principal	Interest	Principal	Interest
2020	\$ 295,000	\$ 19,584	\$ 5,915,000	\$ 2,165,741	\$ 12,134	\$ -
2021	250,000	13,920	5,825,000	1,982,545	12,134	-
2022	240,000	9,120	5,755,000	1,801,263	12,134	-
2023	235,000	4,512	5,675,000	1,673,053	12,134	-
2024	-	-	5,440,000	1,495,715	12,134	-
2025-2029	-	-	15,940,000	4,405,004	12,134	-
2030-2034	-	-	10,275,000	2,503,240	60,670	-
2035-2038	-	-	7,165,000	572,739	12,134	-
<b>Total payments</b>	<b>\$1,020,000</b>	<b>\$ 47,136</b>	<b>\$ 61,985,000</b>	<b>\$ 17,303,265</b>	<b>\$ 133,473</b>	<b>\$ -</b>

**c. General Obligation Indebtedness**

All general obligation bonds serviced by the County's General Fund are collateralized by the full faith, credit, and taxing power of the County. Burke County issues general obligation bonds to provide funds for the acquisition and construction of major water system capital improvements. These bonds, which are recorded in the General Fund, are collateralized by the full faith, credit, and taxing power of the County. Principal and interest payments are appropriated when due. In the event of a default, the County agrees to pay to the Purchaser, on demand, interest on any and all amounts due and owing by the County under this Agreement.

The County's indebtedness at June 30, 2019 is comprised of the following individual issues:

Serviced by the County's General Fund

\$3,735,000 2013 Advanced Refunding Bonds, due on October 1 and April 1, 10 installments of various principal amounts and interest at 1.92%. Final payments due 2023.	<u>\$1,020,000</u>
Total governmental activities	<u>\$1,020,000</u>

Annual debt service requirements to maturity for the County's general bonds are as follows:

Year ending <u>June 30,</u>	Governmental Activities	
	<u>Principal</u>	<u>Interest</u>
2020	\$295,000	\$ 19,584
2021	250,000	13,920
2022	240,000	9,120
2023	<u>235,000</u>	<u>4,512</u>
Total	<u>\$1,020,000</u>	<u>\$ 47,136</u>

The legal debt margin of the County at June 20, 2019 was \$473,688,703.

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

### d. Current Refunding

On September 24, 2013, the County issued \$6,885,000 in an installment financing contract bearing an average coupon rate of 2.15%. This contract was executed and delivered to provide funds to refinance all the remaining principal components of the County's installment financing contracts ("IFCs") Series 2000, Series 2007 and Series 2008.

As a result of the current refunding, the County reduced its annual debt service payments over the next 10 years by \$600,237, which resulted in an economic gain of \$290,629

### e. Advance Refunding

In September 24, 2013, the County issued \$16.285,000 and \$15.820,000 certificate of participation advanced refunding bonds to provide resources to purchase U. S. Government securities that were placed in an irrevocable trust to be used for all future debt service payments of \$28,955,000 to certificate of participation bonds. As a result, the refunded bonds are considered to be defeased, and the liability has been removed from the governmental activities column of the statement of net position. The reacquisition price exceeded the net carrying amount of the old debt by \$3,000,108. This amount is being netted against the new debt and amortized over the life of the old debt. These advanced refunding's were undertaken to reduce total debt service payments of the next 13 years by \$2,944,984 and resulted in an economic gain of approximately \$1.785,000.

On September 23, 2013 the County issued \$3,735,000 in a general obligation advanced refunding bonds to provide resources to purchase U. S. Government securities that were placed in an irrevocable trust to be used for all future debt service payments of \$3,735,000 to general obligation bonds. As a result, the refunded bonds are considered to be defeased, and the liability has been removed from the governmental activities column of the statement of net position. The net carrying amount of the old debt exceed the reacquisition price by \$40,527. This amount is being netted against the new debt and amortized over the life of the old debt. This advance refunding was undertaken to reduce total debt service payments over the next 10 years by \$310,511 and resulted in an economic gain of \$289,644.

### f. Debt related to Capital Activities

Of the total Governmental Activities debt listed \$14,004,580 relates to assets the County holds title. There is unspent restricted cash of \$6,544,738 related to this debt plus unspent restricted cash of \$785,682 on school construction debt. Unspent restricted cash is held by fiscal agents There are school and community college related debt in the amount of \$41,670,000 and the County does not report an asset balance for school properties, which are the collateral for these loans. The loans outstanding balance of \$41,670,000 and the restricted cash of \$7,330,420 is deducted from the total debt balance of \$63,005,000 leaving \$14,004,580 as debt related to capital activities.

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

### g. Long-Term Obligation Activity

The following is a summary of changes in the County's long-term obligations for the fiscal year ended June 30, 2019.

	Balance July 1, 2018	Increases	Decreases	Balance June 30, 2019	Current Portion of Balance
<b><u>Governmental activities:</u></b>					
General obligation debt	\$ 1,425,000	\$ -	\$ 405,000	\$ 1,020,000	\$ 295,000
Notes from direct borrowings and direct placements	67,935,000	-	5,950,000	61,985,000	5,915,000
Premium on debt issues	3,900,108	-	211,485	3,688,623	
Other post-employment benefits	16,566,135	-	57,638	16,508,497	-
Net pension liability (LGERS)	4,988,151	2,769,439	-	7,757,590	-
Net pension liability (LEOSSA)	1,978,110	-	56,223	1,921,887	-
Compensated absences	1,667,414	2,966,550	2,790,885	1,843,080	-
Total governmental activities	<u>\$ 94,559,810</u>	<u>\$ 5,735,989</u>	<u>\$ 9,259,746</u>	<u>\$ 94,724,677</u>	<u>\$ 6,210,000</u>
<b><u>Business-type activities:</u></b>					
Notes from direct borrowings and direct placements	\$ 145,607	\$ -	\$ 12,134	\$ 133,473	\$ 12,134
Accrued landfill closure and post closure care cost	5,070,940	111,561	-	5,182,501	-
Net pension liability (LGERS)	162,873	134,350	-	297,223	-
Other post-employment benefits	431,686	200,817	-	632,503	-
Compensated absences	55,775	93,162	93,397	55,540	-
Total business-type activities	<u>\$ 5,866,881</u>	<u>\$ 539,890</u>	<u>\$ 105,531</u>	<u>\$ 6,301,240</u>	<u>\$ 12,134</u>

The County's outstanding notes from direct borrowings and direct placements related to governmental activities of \$61,985,000 contain a provision that in the event of default, outstanding amounts become immediately due if the County is unable to make payment.

The County's outstanding notes from direct borrowings related to business-type activities of \$133,473 are unsecured. The outstanding notes from direct borrowings related to business-type activities of \$133,473 contain a provision that in the event of default, the State may withhold any funds due to the County from other State revenue sources.

Compensated absences for governmental activities typically have been liquidated in the General fund and are accounted for on a LIFO basis, assuming that employees are taking leave time as it is earned.

During the year ended June 30, 2006 the County entered into an interlocal agreement with five other Local governments relating to the debt of the Burke County Partnership for Economic Development as part of the agreement, the local governments are required to set aside, reserve, budget, and make available to the Partnership individual sums, which on a combined basis, would be sufficient to pay the scheduled principle and interest payment of the debt. Debt payments of \$81,829 are required quarterly by the Partnership until May 2020. Outstanding debt of the Partnership was \$300,989 at June 30, 2019.

### C. Interfund Balances and Activity

Balances due to/from other funds at June 30, 2019, consisted of the following:

Interfund loan - On June 30, 2019, the Substance Abuse Grants Fund borrowed \$23,173 and the CDBG Grant Fund borrowed \$179,024 from the General Fund (\$202,197 total) to fund programs and grant requirements. Both grant funds will return the funds upon receipt of grant funds from the State.

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

Transfers to/from other funds consist of the following:

General Fund to School One-Half Cent Sales Tax Fund for annual appropriation for school capital outlay	\$ 250,000
General Fund to School One Cent Sales Tax Fund for school projects	2,362,705
School One Cent Sales Tax Fund to General Fund for school debt service	5,472,569
Water and Sewer Fund to General Fund for bond debt service	332,360
School One Cent Sales Tax Fund to General Fund for school projects	1,107,000
General Fund to Solid Waste Fund for capital expenditures	234,219
General Fund to Grant and Capital Projects Fund for capital expenditures	322,000
Law Enforcement Restricted Fund to General Fund for drug prevention costs	140,072
Water and Sewer Fund to the Water and Sewer Capital Fund	32,680
Total	\$10,253,605

### D. Net Investment in Capital Assets

	Governmental	Business-type
Capital assets	\$ 53,339,613	\$ 17,607,248
Less long-term debt	63,005,000	133,473
Add unexpended proceeds	7,330,420	
Add debt for assets not on County's books	41,670,000	
Net investment in capital assets	\$ 39,335,033	\$ 17,473,775

### E. Fund Balance

Burke County has a revenue spending policy that provides policy for programs with multiple revenue sources. The Finance Officer will use resources in the following hierarchy: bond proceeds, federal funds, state funds, local non-county funds, county funds. For the purposes fund balance classification expenditures are to be spent from restricted fund balance first, followed in order by committed fund balance, assigned fund balance and lastly unassigned fund balance. The Finance Officer has the authority to deviate from this policy if it is in the best interest of the County.

The following schedule provides management and citizens with information on the portion of General fund balance available for appropriation:

Total fund balance – General Fund	\$25,539,185
Less:	
Stabilization by State Statute	6,804,197
Appropriated Fund Balance in 2020 budget	1,338,885
Restricted	408,976
Remaining Fund Balance	\$16,987,127

The outstanding encumbrances are amounts needed to pay any commitments related to purchase orders and contracts that remain unperformed at year-end:

<u>General Fund</u>	<u>Other Major and Non-Major Funds</u>
\$2,004,107	\$1,008,939

#### Note 4 -

### Joint Ventures

The County, in conjunction with the state of North Carolina and the Burke County Board of Education, participates in a joint venture to operate the Western Piedmont Community College. Each of the three participants appoints four members of the thirteen-member board of trustees of the community college. The president of the community college's student government services as an ex officio nonvoting member of the community college's board of trustees. The community college is included as a component unit of the State. The County has the basic responsibility for

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

providing funding for the facilities of the community college and also provides some financial support for the community college's operations.

In addition to providing annual appropriations for the facilities, the County periodically issues general obligation bonds to provide financing for new and restructured facilities. The County has an ongoing financial responsibility for the community college because of the statutory responsibilities to provide funding for the community college's facilities. The County contributed to the community college \$2,480,000 for the fiscal year ended June 30, 2019. The participating governments do not have any equity interest in the joint venture, there, no equity interest has been reflected in the County's financial statements at June 30, 2019. Complete financial statements for the community college can be obtained from the community college's offices in Morganton, North Carolina.

The County, in conjunction with five other local governments, operates the Burke Partnership for Economic Development, Inc. The County appoints three members of the 24-member board. The County has an ongoing financial responsibility for the joint venture because the Partnership's continued existence depends on the participating governments' continued funding. None of the participating governments have any equity interest in the Partnership, so no equity interest has been reflected in the financial statements at June 30, 2019. In accordance with the intergovernmental agreement between the participating governments, the County appropriated \$365,492 to the Partnership to supplement its activities. The County also signed an interlocal Agreement relating to long-term debt of the Partnership. Complete financial Statements for the Partnership can be obtained from the Partnership's offices in Morganton North Carolina.

The County, in conjunction with Caldwell County, participates in Blue Ridge Community Action, A non-profit organization whose function is to address problems relating to poverty in Burke and Caldwell Counties. Burke county appoints three members of the 18-member board. No equity interest has been reflected in the financial statements at June 30, 2019. Complete financial statements can be obtained from the Organization's administrative office in Morganton, North Carolina. Burke County made payments of \$12,100 to Blue Ridge Community Action during the fiscal year ended June 30, 2019.

The County, in conjunction with Catawba County, operates the Burke-Catawba Regional Jail Agency. The Jail Agency is a joint venture formed to provide an economic means to house County inmates, as well as other approved inmate populations. The board is composed of the County Manager and the sheriff of each county. Participating counties advance funds to the to the facility as needed. The County reports a net asset of \$2,562,187 for the joint venture. The County's portion of income for the year ended June 30, 2019 was \$(4,106). Complete financial statements for the Agency can be obtained from the Agency's office in Morganton, North Carolina. The County had the following transactions with the Jail Agency:

Contributions by the County	\$1,277,000
Medical reimbursements	327,375
Additional bed rentals and other payments	92,517

### Note 5 -

#### Jointly Governed Organization

Western Piedmont Council of Governments (WPCOG) is a regional planning organization. It consists of twenty-four municipalities and four counties within western North Carolina. WPCOG's governing board is comprised of one elected official from each of these local governments and seven at-large citizen members. Each local government has one vote. The County paid \$153,342 to the WPCOG during fiscal year ended June 30, 2019. Payments consisted of \$64,714 in dues and \$88,628 for services.

Western Piedmont Regional Transit Authority (WPRTA) is the first regional public transportation authority with consolidated urban-rural transit service in North Carolina. Alexander, Burke, Caldwell and Catawba Counties, in conjunction with the municipalities of Conover, Hickory and Newton, each appoint one member to the governing board of the WPRTA. The County paid \$68,774 to WPRTA during fiscal year ended June 30, 2019. Payments consisted of \$67,566 in contributions and \$1,208 for services.

## BURKE COUNTY, NORTH CAROLINA

Notes to the Financial Statements  
For the Year Ended June 30, 2019

### Note 6 - Benefit Payments Issued by the State

The amounts listed below were paid directly to individual recipients by the State from Federal and State moneys. County personnel are involved with certain functions, primarily eligibility determinations, which cause benefit payments to be issued by the State. These amounts disclose this additional aid to County recipients that do not appear in the basic financial statements because they are not revenues and expenditures of the County.

	<u>Federal</u>		<u>State</u>
Temporary Assistance to Needy Families	\$ 1,066,637	\$	-
Energy Assistance	-		388,123
Title IV-E Adoption Assistance	1,052,152		257,804
Food stamp program	14,743,092		-
WIC	1,403,774		-
State foster care benefits program	-		754,887
Foster Care	1,611,146		483,720
North Carolina Health Choice	2,589,856		-
Medicaid	89,229,311		45,921,474
SG/SA domiciliary care	-		594,702
	<u>\$ 111,695,968</u>	<u>\$</u>	<u>48,400,710</u>

### Note 7 - Summary Disclosure of Significant Commitments and Contingencies

#### **Federal and State Assisted Programs**

The County has received proceeds from several Federal and State grants. Periodic audits of these grants are required, and certain costs may be questioned as not being appropriate expenditures under the grant agreements. Such audits could result in the refund of grant moneys to the grantor agencies. Management believes that any required refunds will be immaterial. No provision has been made in the accompanying financial statements for the refund of grant moneys.

### Note 8 - Commitments

The County had outstanding construction commitments relating to projects of approximately \$6,361,336 at June 30, 2019.

### Note 9 - Change in Accounting Principle

The County implemented Governmental Accounting Standards Board (GASB) No. Statement 88, *Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements*, in the fiscal year ended June 30, 2019. The implementation of the statement required the County to make changes to note disclosures related to debt.

### Note 10 - Prior year adjustment

Net position for governmental activities decreased by \$3,900,108 to reflect unamortized premiums for debt issued in two prior fiscal years and not reported.

### Note 11 - Subsequent Events

For the year ended June 30, 2019, management has evaluated subsequent events for potential recognition and disclosure through January 24, 2020 – the date the financial statements were available to be issued. No events were determined to require recognition or disclosure.

## Required Supplemental Financial Data

This section contains additional information required by generally accepted accounting principles.

### Schedule

- 1 Schedule of County's Proportionate Share of Net Pension Liability/(Asset) - Local Government Employees' Retirement System (LGERS)
- 2 Schedule of County's Contributions (LGERS)
- 3 Schedule of County's Proportionate Share of Net Pension Liability/(Asset) - Register of Deeds' Supplemental Pension Fund (RODSPF)
- 4 Schedule of County's Contributions (RODSPF)
- 5 Schedule of Changes in the Total Pension Liability - Law Enforcement Officers' Special Separation Allowance (LEOSSA)
- 6 Schedule of Total Pension Liability as a Percentage of Covered Payroll (LEOSSA)
- 7 Schedule of Changes in the Total Pension Liability and Related Ratios - Other Post Employment Benefits (OPEB)

Burke County, North Carolina  
Schedule of the County's Proportionate Share of the Net Pension Liability (Asset)

Local Government Employees' Retirement System (LGERS)  
Last Six Fiscal Years\*

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
County's proportion of the net pension liability (asset) %	0.33953%	0.33700%	0.33800%	0.33000%	0.32%	0.31200%
County's proportionate share of the net pension liability (asset) \$	\$ 8,054,813	\$ 5,151,024	\$ 7,170,158	\$ 1,480,842	\$ (1,880,464)	\$ 3,757,182
County's covered employee payroll	\$ 21,500,564	\$ 20,167,767	\$ 19,749,501	\$ 17,498,524	\$ 17,939,641	\$ 17,098,689
County's proportionate share of the net pension liability (asset) as a percentage of its covered employee payroll	37.46%	25.54%	36.31%	8.46%	(10.48%)	21.97%
Plan fiduciary net position as a percentage of the total pension liability	92.00%	94.18%	91.47%	98.09%	102.64%	94.35%

\*The amounts presented for each fiscal year were determined as of the prior fiscal year ending June 30.

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

Burke County, North Carolina  
County's Contributions

Local Governmental Employees' Retirement System  
Last Six Fiscal Years

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Contractually required contribution	\$ 1,786,202	\$ 1,648,938	\$ 1,504,918	\$ 1,350,003	\$ 1,248,357	\$ 1,279,616
Contributions in relation to the contractually required contribution	1,786,202	1,648,938	1,504,918	1,350,003	1,248,357	1,279,616
Contribution deficiency (excess)	\$ <u>-</u>					
County's covered employee payroll	\$ 22,598,798	\$ 21,500,564	\$ 20,167,767	\$ 19,749,501	\$ 17,498,524	\$ 17,939,641
Contributions as a percentage of covered employee payroll	7.90%	7.67%	7.46%	6.84%	7.13%	7.13%

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

Burke County, North Carolina  
Schedule of the County's Proportionate Share of the Net Pension Liability (Asset)

Register of Deeds' Supplemental Pension Fund (RODSPF)  
Last Six Fiscal Years\*

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
County's proportion of the net pension liability (asset) %	1.3019	1.1050%	1.0700%	0.8360%	0.7680%	0.6960%
County's proportionate share of the net pension liability (asset) \$	\$ (215,625)	\$ (188,558)	\$ (199,982)	\$ (193,630)	\$ (174,018)	\$ (148,651)
Plan fiduciary net position as a percentage of the total pension liability	153.31%	153.77%	160.17%	197.29%	193.88%	190.50%

\*The amounts presented for each fiscal year were determined as of the prior fiscal year ending June 30.

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

Burke County, North Carolina  
County's Contributions

Register of Deeds' Supplemental Pension Fund (RODSPF)  
Last Six Fiscal Years

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Contractually required contribution	\$ 9,169	\$ 10,090	\$ 9,598	\$ 8,738	\$ 6,686	\$ 6,268
Contributions in relation to the contractually required contribution	9,169	10,090	9,598	8,738	6,686	6,268
Contribution deficiency (excess)	\$ <u>-</u>					

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

**Burke County, North Carolina**  
**Law Enforcement Officers' Special Separation Allowance**

**Schedule of the Changes in the Total Pension Liability\***

	<u>2019</u>	<u>2018</u>	<u>2017</u>
<b>Total pension liability</b>			
Service cost	\$ 101,215	\$ 87,844	\$ 89,864
Interest	60,350	66,610	62,773
Change of benefit terms	-	-	-
Difference between expected and actual experience	(4,188)	39,102	-
Changes of assumptions and other inputs	(77,031)	122,762	(42,681)
Benefit payments, including refunds of member contributions	<u>(136,569)</u>	<u>(127,722)</u>	<u>(157,560)</u>
<b>Net change in total pension liability</b>	<b>\$ (56,223)</b>	<b>\$ 188,596</b>	<b>\$ (47,604)</b>
<b>Total pension liability-beginning</b>	<b>\$ 1,978,110</b>	<b>\$ 1,789,514</b>	<b>\$ 1,837,118</b>
<b>Total pension liability-ending</b>	<b>\$ <u>1,921,887</u></b>	<b>\$ <u>1,978,110</u></b>	<b>\$ <u>1,789,514</u></b>

\*The amounts presented for each fiscal year were determined as of the prior December 31.

**Burke County, North Carolina  
Law Enforcement Officers' Special Separation Allowance**

**Covered Payroll**

	<u>2019</u>	<u>2018</u>	<u>2017</u>
Total pension liability (TPL)	\$ 1,921,887	\$ 1,978,110	\$ 1,789,514
Covered-employee payroll	3,789,936	3,678,138	3,605,083
Total pension liability as a percentage of covered-employee payroll	50.71%	53.78%	49.64%

**Burke County, North Carolina**  
**Other Post Employment Benefits-Healthcare Benefits Plan**

**Schedule of the Changes in the Net OPEB Liability and Related Ratios**

	<b>2018</b>	<b>2017</b>
<b>Total OPEB liability</b>		
Service cost	\$ 932,000	\$ 997,857
Interest	589,390	502,801
Benefit changes	-	-
Difference between expected and actual experience	25,502	75,144
Changes of assumptions and other inputs	(512,077)	(838,989)
Benefit payments*	(891,636)	(880,155)
<b>Net change in total OPEB liability</b>	<b>\$ 143,179</b>	<b>\$ (143,342)</b>
<b>Total OPEB liability-beginning</b>	<b>\$ 16,997,821</b>	<b>\$ 17,141,163</b>
<b>Total OPEB liability-ending</b>	<b>\$ 17,141,000</b>	<b>\$ 16,997,821</b>
<b>Covered employee payroll</b>	<b>\$ 19,792,401</b>	<b>\$ 19,792,401</b>
<b>Total OPEB Liability as percentage of covered employee payroll</b>	<b>86.60%</b>	<b>85.88%</b>

\*Benefit payments shown above include the implicit subsidy, if there is any for the given year.

**Notes to Schedule**

Changes of assumptions: Changes of assumptions and other inputs reflect the effects of changes in the discount rate of each period. Below are the discount rates used in each period:

<u>Fiscal Year</u>	<u>Rate</u>
2019	3.89%
2018	3.56%

COMBINING AND INDIVIDUAL FUND  
STATEMENTS AND SCHEDULES

**Burke County, North Carolina**  
General Fund  
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual  
For the Year Ended June 30, 2019

	<u>Final Budget</u>	<u>Actual</u>	<u>Variance</u>
<b>REVENUES:</b>			
Taxes - ad valorem:			
Current year	\$	\$ 45,998,431	\$
Discounts		(495,347)	
Prior years		627,499	
Advertising and interest		298,483	
Total Taxes - ad valorem	<u>45,953,989</u>	<u>46,429,066</u>	<u>475,077</u>
Taxes - other:			
Local option sales taxes		7,516,853	
Real estate transfer tax		302,953	
Occupancy tax		582,542	
ABC Bottle tax		14,008	
NC Unauthorized substance abuse tax		63,928	
Gross receipts tax		37,534	
Franchise tax		248,565	
Total Taxes - other	<u>8,555,700</u>	<u>8,766,383</u>	<u>210,683</u>
Unrestricted Intergovernmental:			
Medicaid hold harmless		827,061	
EMS cost settlement		536,383	
ABC distributions		256,454	
Payments in lieu of taxes		139,344	
Other unrestricted intergovernmental		726,911	
Total Unrestricted Intergovernmental	<u>1,659,848</u>	<u>2,486,153</u>	<u>826,305</u>
Restricted Intergovernmental:			
Grants-Federal and State		14,172,724	
Court facilities fees		110,802	
Total Restricted Intergovernmental	<u>14,592,045</u>	<u>14,283,526</u>	<u>(308,519)</u>
Permits and Fees:			
Sheriff's office permits and fees		304,855	
Animal Control		26,892	
Planning and zoning fees		103,290	
Register of deeds fees		402,191	
Building Inspections		332,246	
Health Department services		643,239	
Library		41,316	
Recreation fees		68,570	
DSS fees		40,748	
Other permits and fees		34,346	
Total Permits and Fees	<u>1,658,160</u>	<u>1,997,693</u>	<u>339,533</u>
Sales and Service:			
EMS ambulance charges		3,505,200	
Reimbursement for inmates		139,074	
Rent		478,534	
Other sales and services		13,375	
Total Sales and Service	<u>4,009,576</u>	<u>4,136,183</u>	<u>126,607</u>
Investment earnings:	<u>270,000</u>	<u>626,920</u>	<u>356,920</u>
Miscellaneous:			
Other		477,460	
Donations		289,505	
Total Miscellaneous	<u>563,528</u>	<u>766,965</u>	<u>203,437</u>
<b>TOTAL REVENUES</b>	<u><b>77,262,846</b></u>	<u><b>79,492,889</b></u>	<u><b>2,230,043</b></u>

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

**Burke County, North Carolina**  
General Fund  
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual  
For the Year Ended June 30, 2019

	<u>Final Budget</u>	<u>Actual</u>	<u>Variance</u>
<b>EXPENDITURES:</b>			
<b>General Government</b>			
Governing Body:			
Salaries and benefits	\$	\$ 129,168	\$
Operating expenses		31,725	
Total Governing Body	<u>171,679</u>	<u>160,893</u>	<u>10,786</u>
County Manager's Office:			
Salaries and benefits		272,406	
Operating expenses		7,778	
Total Administration	<u>426,437</u>	<u>280,184</u>	<u>146,253</u>
Finance:			
Salaries and benefits		458,673	
Operating expenses		59,509	
Total Finance	<u>518,709</u>	<u>518,182</u>	<u>527</u>
Tax Administration:			
Salaries and benefits		772,797	
Operating expenses		489,280	
Capital outlay		24,876	
Total Tax Administration	<u>1,305,038</u>	<u>1,286,953</u>	<u>18,085</u>
Tax Revaluation:			
Salaries and benefits		178,847	
Operating expenses		48,146	
Total Tax Revaluation	<u>239,631</u>	<u>226,993</u>	<u>12,638</u>
Human Resources:			
Salaries and benefits		277,549	
Operating expenses		198,145	
Total Human Resources	<u>502,625</u>	<u>475,694</u>	<u>26,931</u>
Legal and Courts:			
Legal expenses		145,958	
Court expenses		14,804	
Total Legal and Courts	<u>161,140</u>	<u>160,762</u>	<u>378</u>
Board of Elections:			
Salaries and benefits		249,192	
Operating expenses		122,340	
Total Board of Elections	<u>376,339</u>	<u>371,532</u>	<u>4,807</u>
Register of Deeds:			
Salaries and benefits		285,792	
Operating expenses		126,815	
Total Register of Deeds	<u>418,341</u>	<u>412,607</u>	<u>5,734</u>
Non Departmental:			
Operating expenses		1,857,835	
Capital outlay		25,653	
Total Public Buildings	<u>2,362,053</u>	<u>1,883,488</u>	<u>478,565</u>
Information Technologies:			
Salaries and benefits		728,165	
Operating expenses		559,906	
Total Information Technologies	<u>1,365,083</u>	<u>1,288,071</u>	<u>77,012</u>

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

**Burke County, North Carolina**  
General Fund  
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual  
For the Year Ended June 30, 2019

	Final Budget	Actual	Variance
General Services:			
Salaries and benefits	\$	\$ 440,632	\$
Operating expenses		60,535	
Capital outlay		34,917	
Total General Services	<u>732,147</u>	<u>536,084</u>	<u>196,063</u>
Buildings:			
Operating expenses		973,550	
Capital outlay		60,220	
Total Public Buildings	<u>2,457,455</u>	<u>1,033,770</u>	<u>1,423,685</u>
<b>Total General Government</b>	<b><u>11,036,677</u></b>	<b><u>8,635,213</u></b>	<b><u>2,401,464</u></b>
<b>Public Safety</b>			
Sheriff's Office:			
Salaries and benefits		4,754,136	
Operating expenses		892,542	
Capital outlay		368,647	
Total Sheriff's Office	<u>6,353,616</u>	<u>6,015,325</u>	<u>338,291</u>
Jail:			
Salaries and benefits		1,434,035	
Operating expenses		2,203,598	
Total Jail	<u>3,637,933</u>	<u>3,637,633</u>	<u>300</u>
Animal Control:			
Salaries and benefits		265,787	
Operating expenses		82,007	
Capital outlay		38,352	
Total Animal Control	<u>422,484</u>	<u>386,146</u>	<u>36,338</u>
Emergency Services:			
Salaries and benefits		237,783	
Operating expenses		66,378	
Capital outlay		248,064	
Total Emergency Services	<u>569,663</u>	<u>552,225</u>	<u>17,438</u>
Communications/911 Center:			
Salaries and benefits		1,731,868	
Operating expenses		411,313	
Total Communications/911 Center	<u>2,310,664</u>	<u>2,143,181</u>	<u>167,483</u>
Emergency Management Services:			
Salaries and benefits		4,558,503	
Operating expenses		950,693	
Capital outlay		307,933	
Total Emergency Management Services	<u>5,821,208</u>	<u>5,817,129</u>	<u>4,079</u>
Community Development:			
Salaries and benefits		454,100	
Operating expenses		57,777	
Capital outlay		24,876	
Total Community Development	<u>536,754</u>	<u>536,753</u>	<u>1</u>
Building Inspections:			
Salaries and benefits		222,217	
Operating expenses		18,124	
Capital outlay		24,876	
Total Building Inspections	<u>266,257</u>	<u>265,217</u>	<u>1,040</u>
Other Public Safety:	<u>576,677</u>	<u>558,208</u>	<u>18,469</u>

**Burke County, North Carolina**  
General Fund  
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual  
For the Year Ended June 30, 2019

	Final Budget	Actual	Variance
Forestry:	\$ 67,764	\$ 66,467	\$ 1,297
<b>Total Public Safety</b>	<b>20,563,020</b>	<b>19,978,284</b>	<b>584,736</b>
<b>Transportation</b>			
Transportation:	67,567	67,566	1
<b>Economic and Physical Development</b>			
Economic development		1,325,469	
Aids and donations		256,756	
Occupancy tax		556,382	
<b>Total Economic and Physical Development</b>	<b>2,259,499</b>	<b>2,138,607</b>	<b>120,892</b>
<b>Environmental Protection</b>			
Cooperative Extension:			
Salaries and benefits		318,054	
Operating expenses		54,583	
Total Cooperative Extension	372,650	372,637	13
Soil and Water Conservation:			
Salaries and benefits		105,187	
Operating expenses		10,382	
Total Soil and Water Conservation	115,791	115,569	222
<b>Total Environmental Protection</b>	<b>488,441</b>	<b>488,206</b>	<b>235</b>
<b>Human Services</b>			
Public Health			
Salaries and benefits		2,509,736	
Operating and program expenses		677,443	
Capital outlay		24,876	
Total Public Health	3,367,132	3,212,055	155,077
Mental Health:	265,000	265,000	-
Social Services:			
Salaries and benefits		8,764,237	
Operating expenses		6,928,940	
Capital outlay		101,665	
Total Social Services	16,951,460	15,794,842	1,156,618
Senior Services			
Salaries and benefits		259,092	
Operating expenses		219,524	
Total Senior Services	550,272	478,616	71,656
Veterans Services:			
Salaries and benefits		38,103	
Operating expenses		2,735	
Total Veterans Services	42,330	40,838	1,492
<b>Total Human Services</b>	<b>21,176,194</b>	<b>19,791,351</b>	<b>1,384,843</b>
<b>Education</b>			
Public Schools - current		15,699,453	
Community College - current		2,480,000	
Community College - capital outlay		332,176	
<b>Total Education</b>	<b>18,572,215</b>	<b>18,511,629</b>	<b>60,586</b>

**Burke County, North Carolina**  
General Fund  
Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual  
For the Year Ended June 30, 2019

	<u>Final Budget</u>	<u>Actual</u>	<u>Variance</u>
<b>Cultural and Recreational</b>			
Library:			
Salaries and benefits	\$	\$ 1,109,742	\$
Operating expenses		363,759	
Capital outlay		574,926	
Total Library	<u>2,396,762</u>	<u>2,048,427</u>	<u>348,335</u>
Recreation:			
Salaries and benefits		371,225	
Operating expenses		214,272	
Capital outlay		28,675	
Total Recreation	<u>651,883</u>	<u>614,172</u>	<u>37,711</u>
<b>Total Cultural and Recreational</b>	<b><u>3,048,645</u></b>	<b><u>2,662,599</u></b>	<b><u>386,046</u></b>
<b>Debt Service</b>			
Principal retirement		6,355,000	
Interest and fees		2,430,906	
<b>Total Debt Service</b>	<b><u>8,785,951</u></b>	<b><u>8,785,906</u></b>	<b><u>45</u></b>
<b>TOTAL EXPENDITURES</b>	<b><u>85,998,209</u></b>	<b><u>81,059,361</u></b>	<b><u>4,938,848</u></b>
Excess (deficiency) of revenues over expenditures	<u>(8,735,363)</u>	<u>(1,566,472)</u>	<u>7,168,891</u>
<b>OTHER FINANCING SOURCES (USES):</b>			
Gain/(loss) on disposal of assets	30,000	83,876	53,876
Transfer from Water/Sewer Fund	332,360	332,360	-
Transfer from School One Cent Sales Tax Fund	5,472,569	5,472,569	-
Transfer from School One Cent Sales Tax Fund	1,107,000	1,107,000	-
Transfer from Law Enforcement Restricted Fund	140,072	140,072	-
Transfer to CDBG Fund	(225,124)	-	225,124
Transfer to School One-Half Cent Sales Tax Fund	(250,000)	(250,000)	-
Transfer to School One Cent Sales Tax Fund	(2,367,000)	(2,362,705)	4,295
Transfer to Solid Waste Fund	(250,000)	(234,219)	15,781
Transfer to Grants and Capital Projects Fund	(322,000)	(322,000)	-
Fund Balance Appropriated	<u>5,067,486</u>	<u>-</u>	<u>(5,067,486)</u>
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b><u>8,735,363</u></b>	<b><u>3,966,953</u></b>	<b><u>(4,768,410)</u></b>
<b>Net change in fund balance</b>	<b>\$ <u>-</u></b>	<b>2,400,481</b>	<b><u>2,400,481</u></b>
<b>Fund balance, beginning of year</b>		<b><u>23,138,704</u></b>	
<b>Fund balance, end of year</b>		<b>\$ <u>25,539,185</u></b>	

## Statement 2

**Burke County, North Carolina**  
 BCPS One Cent Sales Tax Capital Project Fund (Major Fund)  
 Statement of Revenues, Expenditures, and Changes in  
 Fund Balance - Budget and Actual  
 For the Year Ended June 30, 2019

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<b>Revenues:</b>			
Restricted intergovernmental	\$	\$ 5,294,239	\$
Investment Earnings		153,284	
<b>Total revenues</b>	<u>4,866,750</u>	<u>5,447,523</u>	<u>580,773</u>
<b>Expenditures:</b>			
Equipment	<u>239,031</u>	<u>-</u>	<u>239,031</u>
<b>Total expenditures</b>	<u>239,031</u>	<u>-</u>	<u>239,031</u>
Excess (deficiency) of revenues over expenditures	<u>4,627,719</u>	<u>5,447,523</u>	<u>819,804</u>
<b>Other financing sources (uses):</b>			
Transfer from General Fund	1,951,850	2,362,705	410,855
Transfer to General Fund	<u>(6,579,569)</u>	<u>(6,579,569)</u>	<u>-</u>
<b>Total Other Financing sources (uses):</b>	<u>(4,627,719)</u>	<u>(4,216,864)</u>	<u>410,855</u>
Net change in fund balance	\$ <u><u>-</u></u>	1,230,659	\$ <u><u>1,230,659</u></u>
<b>Fund balance, beginning of year</b>		<u>9,612,304</u>	
<b>Fund balance, end of year</b>		\$ <u><u>10,842,963</u></u>	

Attachment: Burke County Audited Financial Statements FY 18-19 (2019) : Finance - Presentation of FY 18-19 Audit)

**Burke County, North Carolina**  
 Grant and Capital Projects Fund (Major Fund)  
 Statement of Revenues, Expenditures, and Changes in  
 Fund Balance - Budget and Actual  
 For the Year Ended June 30, 2019

	<u>Project Authorization</u>	<u>Prior Years</u>	<u>Actual</u>	<u>Total to Date</u>	<u>Variance Favorable (Unfavorable)</u>
<b><u>Mountain View Elementary School</u></b>					
<b>Revenues:</b>					
Transfer from School One Cent Sales Tax Fund	\$ 1,178,147	\$ -	\$ -	\$ -	\$ (1,178,147)
Proceeds of financing	23,200,853	21,075,000	-	21,075,000	(2,125,853)
Original issue premium	-	2,125,852	-	2,125,852	2,125,852
Interest	-	169,423	51,507	220,930	220,930
Miscellaneous	-	6,284	(6,284)	-	-
<b>Total revenues</b>	<b>24,379,000</b>	<b>23,376,559</b>	<b>45,223</b>	<b>23,421,782</b>	<b>(957,218)</b>
<b>Expenditures:</b>					
Professional Services	225,000	116,629	107,886	224,515	485
Buildings	19,774,000	16,801,572	2,070,493	18,872,065	901,935
Engineering-Geotechnical	185,000	158,770	15,834	174,604	10,396
Furniture and equipment	2,042,000	360,676	1,379,600	1,740,276	301,724
Architectural services	1,400,000	1,182,702	210,181	1,392,883	7,117
Land	140,750	131,082	-	131,082	9,668
Surveying	112,250	112,229	-	112,229	21
Financing cost	310,000	307,546	-	307,546	2,454
Property clearance	190,000	189,300	-	189,300	700
<b>Total expenditures</b>	<b>24,379,000</b>	<b>19,360,506</b>	<b>3,783,994</b>	<b>23,144,500</b>	<b>1,234,500</b>
<b>Subtotal revenues over/(under) expenditures</b>	<b>-</b>	<b>4,016,053</b>	<b>(3,738,771)</b>	<b>277,282</b>	<b>277,282</b>
<b><u>Jail/Justice Center</u></b>					
<b>Revenues:</b>					
Transfer from General Fund	2,322,517	2,322,517	-	2,322,517	-
Proceeds of financing	20,010,000	20,010,000	-	20,010,000	-
Original issue premium	1,774,257	1,774,256	-	1,774,256	(1)
Interest	-	80,905	277,934	358,839	358,839
<b>Total revenues</b>	<b>24,106,774</b>	<b>24,187,678</b>	<b>277,934</b>	<b>24,465,612</b>	<b>358,838</b>
<b>Expenditures:</b>					
Engineering-Geotechnical	44,455	29,082	-	29,082	15,373
Buildings	21,965,000	4,649,089	12,330,051	16,979,140	4,985,860
Architectural services	1,441,500	1,281,574	146,142	1,427,716	13,784
Property clearance	5,000	4,709	-	4,709	291
Inspection services	156,774	56,701	94,171	150,872	5,902
Permits	26,195	20,287	-	20,287	5,908
Non capital supplies	75,000	-	-	-	75,000
Equipment	100,000	-	-	-	100,000
Financing cost	260,000	259,196	-	259,196	804
Surveying	32,850	32,311	-	32,311	539
<b>Total expenditures</b>	<b>24,106,774</b>	<b>6,332,949</b>	<b>12,570,364</b>	<b>18,903,313</b>	<b>5,203,461</b>
<b>Subtotal revenues over/(under) expenditures</b>	<b>-</b>	<b>17,854,729</b>	<b>(12,292,430)</b>	<b>5,562,299</b>	<b>5,562,299</b>

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

**Burke County, North Carolina**  
Grant and Capital Projects Fund (Major Fund)  
Statement of Revenues, Expenditures, and Changes in  
Fund Balance - Budget and Actual  
For the Year Ended June 30, 2019

**Overmountain Victory Trail**

**Revenues:**

Contributions	656,600	656,600	-	656,600	-
<b>Total revenues</b>	<b>656,600</b>	<b>656,600</b>	<b>-</b>	<b>656,600</b>	<b>-</b>

**Expenditures:**

Engineering	83,670	-	51,330	51,330	32,340
Design services	48,100	44,000	2,000	46,000	2,100
Planning services	80,000	15,000	14,000	29,000	51,000
Advertising	1,000	860	-	860	140
Program supplies	10,000	2,523	2,045	4,568	5,432
Surveying	15,000	-	-	-	15,000
Land	51,330	-	-	-	51,330
Easements	10,000	-	54	54	9,946
Buildings	70,000	-	-	-	70,000
Improvements other than buildings	270,600	325	5,000	5,325	265,275
Equipment	16,900	17,120	-	17,120	(220)
<b>Total expenditures</b>	<b>656,600</b>	<b>79,828</b>	<b>74,429</b>	<b>154,257</b>	<b>502,343</b>

<b>Subtotal revenues over/(under) expenditures</b>	<b>-</b>	<b>576,772</b>	<b>(74,429)</b>	<b>502,343</b>	<b>502,343</b>
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**Fonta Flora County Park and Trail**

**Revenues:**

Transfer from General Fund	611,000	289,000	322,000	611,000	-
State grants	135,443	35,443	125,056	160,499	25,056
Contributions	550,000	547,099	-	547,099	(2,901)
Interest	-	-	3,410	3,410	3,410
<b>Total revenues</b>	<b>1,296,443</b>	<b>871,542</b>	<b>450,466</b>	<b>1,322,008</b>	<b>25,565</b>

**Expenditures:**

Engineering	93,000	91,900	-	91,900	1,100
Design services	43,800	43,800	-	43,800	-
Planning services	35,000	25,000	-	25,000	10,000
Other purchased services	500	295	-	295	205
Advertising	3,000	729	-	729	2,271
Program supplies	10,000	4,341	-	4,341	5,659
Surveying	10,000	4,582	-	4,582	5,418
Easements	4,500	256	-	256	4,244
Improvements other than buildings	1,086,643	651,110	350,770	1,001,880	84,763
Equipment	10,000	6,117	-	6,117	3,883
<b>Total expenditures</b>	<b>1,296,443</b>	<b>828,130</b>	<b>350,770</b>	<b>1,178,900</b>	<b>117,543</b>

<b>Subtotal revenues over/(under) expenditures</b>	<b>-</b>	<b>43,412</b>	<b>99,696</b>	<b>143,108</b>	<b>143,108</b>
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<b>Closed project</b>	<b>-</b>	<b>99,952</b>	<b>-</b>	<b>99,952</b>	<b>99,952</b>
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<b>Total revenues over/(under) expenditures</b>	<b>\$ -</b>	<b>\$ 22,590,918</b>	<b>\$ (16,005,934)</b>	<b>\$ 6,584,984</b>	<b>\$ 6,584,984</b>
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<b>Fund balance, beginning of year</b>			<u>22,590,918</u>		
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<b>Fund balance, end of year</b>		\$	<u>6,584,984</u>		
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Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

**Burke County, North Carolina**  
 Combining Balance Sheet  
 Nonmajor Governmental Funds  
 For the Year Ended June 30, 2019

	<u>Nonmajor Special Revenue Funds</u>					<u>Nonmajor Capital Project Funds</u>				
	<u>Law Enforcement Restricted Fund</u>	<u>Emergency Telephone System Fund</u>	<u>Fire Districts Fund</u>	<u>Community Development Block Grant Fund</u>	<u>Substance Abuse Grants Fund</u>	<u>Total Nonmajor Special Revenue Funds</u>	<u>Capital Projects Fund</u>	<u>School One-Half Cent Sales Tax Fund</u>	<u>Total Nonmajor Capital Project Funds</u>	<u>Total Nonmajor Governmental Funds</u>
<b>ASSETS:</b>										
Cash and cash equivalents	\$ 16,975	\$ 190,613	\$ 156,459	\$ -	\$ -	\$ 364,047	\$ 125,462	\$ 547,816	\$ 673,278	\$ 1,037,325
Investments	96,234	1,080,607	-	-	-	1,176,841	711,259	3,105,628	3,816,887	4,993,728
Due from other governments	-	53,957	41,329	479,355	34,624	609,265	5,242	788,720	793,962	1,403,227
Taxes receivable, net	-	-	210,897	-	-	210,897	-	-	-	210,897
<b>Total assets</b>	<b>\$ 113,209</b>	<b>\$ 1,325,177</b>	<b>\$ 408,685</b>	<b>\$ 479,355</b>	<b>\$ 34,624</b>	<b>\$ 2,361,050</b>	<b>\$ 841,963</b>	<b>\$ 4,442,164</b>	<b>\$ 5,284,127</b>	<b>\$ 7,645,177</b>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES:</b>										
<b>Liabilities:</b>										
Accounts payable/accrued liabilities	-	77,928	198,994	198,239	11,451	486,612	-	-	-	486,612
Due to other funds	-	-	-	179,024	23,173	202,197	-	-	-	202,197
<b>Total Liabilities</b>	<b>-</b>	<b>77,928</b>	<b>198,994</b>	<b>377,263</b>	<b>34,624</b>	<b>688,809</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>688,809</b>
<b>Deferred Inflows of Resources:</b>										
Taxes paid in advance	-	-	1,790	-	-	1,790	-	-	-	1,790
Taxes receivable	-	-	209,107	-	-	209,107	-	-	-	209,107
<b>Total deferred inflows of resources</b>	<b>-</b>	<b>-</b>	<b>210,897</b>	<b>-</b>	<b>-</b>	<b>210,897</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>210,897</b>
<b>Fund Balances:</b>										
<b>Restricted for:</b>										
Economic and Physical Development	-	-	-	102,092	-	102,092	841,963	-	841,963	944,055
Education	-	-	-	-	-	-	-	4,442,164	4,442,164	4,442,164
Public Safety	113,209	1,247,249	(1,206)	-	-	1,359,252	-	-	-	1,359,252
<b>Total fund balances</b>	<b>113,209</b>	<b>1,247,249</b>	<b>(1,206)</b>	<b>102,092</b>	<b>-</b>	<b>1,461,344</b>	<b>841,963</b>	<b>4,442,164</b>	<b>5,284,127</b>	<b>6,745,471</b>
<b>Total liabilities, deferred inflows of resources, and fund balances</b>	<b>\$ 113,209</b>	<b>\$ 1,325,177</b>	<b>\$ 408,685</b>	<b>\$ 479,355</b>	<b>\$ 34,624</b>	<b>\$ 2,361,050</b>	<b>\$ 841,963</b>	<b>\$ 4,442,164</b>	<b>\$ 5,284,127</b>	<b>\$ 7,645,177</b>

Attachment: Burke County Audited Financial Statements FY 18-19 (2019 : Finance - Presentation of FY 18-19 Audit)

Statement 5

**Burke County, North Carolina**  
 Combining Statement of Revenues, Expenditures, and Changes in Fund Balances  
 Nonmajor Governmental Funds  
 For the Year Ended June 30, 2019

	Nonmajor Special Revenue Funds					Nonmajor Capital Project Funds				
	Law Enforcement Restricted Fund	Emergency Telephone System Fund	Fire Districts Fund	Community Development Block Grant Fund	Substance Abuse Grants Fund	Total Nonmajor Special Revenue Funds	Capital Projects Fund	School One-Half Cent Sales Tax Fund	Total Nonmajor Capital Project Funds	Total Nonmajor Governmental Funds
<b>REVENUES</b>										
Ad valorem taxes	\$ -	\$ -	\$ 3,934,604	\$ -	\$ -	\$ 3,934,604	\$ -	\$ -	\$ -	\$ 3,934,604
Other taxes and licenses	-	-	-	-	-	-	-	2,827,064	2,827,064	2,827,064
Restricted intergovernmental	256,931	647,483	-	945,674	34,624	1,884,712	19,142	116,791	135,933	2,020,645
Investment earnings	-	21,028	-	1,074	-	22,102	15,169	92,369	107,538	129,640
<b>Total revenues</b>	<b>256,931</b>	<b>668,511</b>	<b>3,934,604</b>	<b>946,748</b>	<b>34,624</b>	<b>5,841,418</b>	<b>34,311</b>	<b>3,036,224</b>	<b>3,070,535</b>	<b>8,911,953</b>
<b>EXPENDITURES</b>										
Public safety	3,650	744,175	3,934,589	-	34,624	4,717,038	-	-	-	4,717,038
Education	-	-	-	-	-	-	-	2,668,511	2,668,511	2,668,511
Economic and physical development	-	-	-	945,674	-	945,674	-	-	-	945,674
<b>Total expenditures</b>	<b>3,650</b>	<b>744,175</b>	<b>3,934,589</b>	<b>945,674</b>	<b>34,624</b>	<b>5,662,712</b>	<b>-</b>	<b>2,668,511</b>	<b>2,668,511</b>	<b>8,331,223</b>
<b>OTHER FINANCING SOURCES/(USES)</b>										
Transfer from other funds	-	-	-	-	-	-	-	250,000	250,000	250,000
Transfer to other funds	(140,072)	-	-	-	-	(140,072)	-	-	-	(140,072)
<b>Total other financing sources/uses</b>	<b>(140,072)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(140,072)</b>	<b>-</b>	<b>250,000</b>	<b>250,000</b>	<b>109,928</b>
Net change in fund balances	113,209	(75,664)	15	1,074	-	38,634	34,311	617,713	652,024	690,658
Fund balances, beginning of year	-	1,322,913	(1,221)	101,019	-	1,422,711	807,652	3,824,451	4,632,103	6,054,814
<b>Fund balances, end of year</b>	<b>\$ 113,209</b>	<b>\$ 1,247,249</b>	<b>\$ (1,206)</b>	<b>\$ 102,093</b>	<b>\$ -</b>	<b>\$ 1,461,345</b>	<b>\$ 841,963</b>	<b>\$ 4,442,164</b>	<b>\$ 5,284,127</b>	<b>\$ 6,745,472</b>

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

## Statement 6

**Burke County, North Carolina**  
 Law Enforcement Restricted Fund  
 Statement of Revenues, Expenditures, and Changes in  
 Fund Balance - Budget and Actual  
 For the Year Ended June 30, 2019

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<b>Revenues:</b>			
Restricted intergovernmental	\$	\$ 256,931	\$
Investment Earnings	<u>                    </u>	<u>                    -</u>	<u>                    </u>
<b>Total revenues</b>	<u>                    -</u>	<u>          256,931</u>	<u>          256,931</u>
<b>Expenditures:</b>			
Public Safety	<u>          3,650</u>	<u>          3,650</u>	<u>                    </u>
<b>Total expenditures</b>	<u>          3,650</u>	<u>          3,650</u>	<u>                    -</u>
Excess (deficiency) of revenues over expenditures	<u>          (3,650)</u>	<u>          253,281</u>	<u>          256,931</u>
<b>Other financing sources (uses):</b>			
Appropriated Fund Balance	143,722	-	(143,722)
Transfer to General Fund	<u>          (140,072)</u>	<u>          (140,072)</u>	<u>                    -</u>
<b>Total other financing sources (uses)</b>	<u>          3,650</u>	<u>          (140,072)</u>	<u>          (143,722)</u>
Net change in fund balance	\$ <u>                    -</u>	113,209	\$ <u>          113,209</u>
<b>Fund balance, beginning of year</b>		<u>                    -</u>	
<b>Fund balance, end of year</b>		\$ <u>          113,209</u>	

Attachment: Burke County Audited Financial Statements FY 18-19 (2019) : Finance - Presentation of FY 18-19 Audit)

## Statement 7

**Burke County, North Carolina**  
 Emergency Telephone System Fund  
 Statement of Revenues, Expenditures, and Changes in  
 Fund Balance - Budget and Actual  
 For the Year Ended June 30, 2019

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<b>Revenues:</b>			
Restricted intergovernmental:			
Emergency Telephone Surcharge funds	\$	\$ 647,483	\$
Investment earnings		21,028	
<b>Total revenues</b>	<u>647,483</u>	<u>668,511</u>	<u>21,028</u>
<b>Expenditures:</b>			
Public safety:			
Functions		69,420	
Software		49,318	
Training		28,434	
Telephones		317,766	
Hardware		279,237	
Hosted Solutions		-	
<b>Total expenditures</b>	<u>891,193</u>	<u>744,175</u>	<u>147,018</u>
Excess (deficiency) of revenues over expenditures	<u>(243,710)</u>	<u>-</u>	<u>-</u>
<b>Other financing sources (uses):</b>			
Appropriated fund balance	<u>243,710</u>	<u>-</u>	<u>(243,710)</u>
<b>Total Other Financing sources (uses):</b>	<u>243,710</u>	<u>-</u>	<u>(243,710)</u>
Net change in fund balance	<u>\$ -</u>	<u>(75,664)</u>	<u>\$ (75,664)</u>
<b>Fund balance, beginning of year</b>		<u>1,322,913</u>	
<b>Fund balance, end of year</b>		<u>\$ 1,247,249</u>	

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

## Statement 8

**Burke County, North Carolina**  
 Fire Districts Fund  
 Statement of Revenues, Expenditures, and Changes in  
 Fund Balance - Budget and Actual  
 For the Year Ended June 30, 2019

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<b>Revenues:</b>			
Ad valorem taxes and interest	\$ 3,940,595	\$ 3,934,604	\$ (5,991)
<b>Total revenues</b>	<u>3,940,595</u>	<u>3,934,604</u>	<u>(5,991)</u>
<b>Expenditures:</b>			
Public safety:			
Brendleton Fire Department	225,000	226,781	(1,781)
Carbon City Fire Department	11,000	10,163	837
Chesterfield Fire Department	143,000	147,952	(4,952)
Drowning Creek Fire Department	74,000	73,218	782
Enola Fire Department	107,000	105,815	1,185
George Hildebran Fire Department	250,000	254,642	(4,642)
Glen Alpine Fire Department	22,000	21,608	392
Icard Fire Department	595,000	591,814	3,186
Jonas Ridge Fire Department	159,000	159,646	(646)
Lake James Fire Department	276,000	272,707	3,293
Longtown Fire Department	123,000	124,344	(1,344)
Lovelady Fire Department	468,000	468,748	(748)
North Catawba Fire Department	23,500	21,118	2,382
Oak Hill Fire Department	390,000	386,139	3,861
Salem Fire Department	309,000	309,968	(968)
South Mountain Fire Department	95,000	92,770	2,230
Triple Community Fire Department.	344,200	342,633	1,567
West End Fire Department	325,895	324,523	1,372
<b>Total expenditures</b>	<u>3,940,595</u>	<u>3,934,589</u>	<u>6,006</u>
Net change in fund balance	\$ <u>-</u>	15	\$ <u>15</u>
<b>Fund balance, beginning of year</b>		<u>(1,221)</u>	
<b>Fund balance, end of year</b>		<u>\$ (1,206)</u>	

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

## Statement 9

**Burke County, North Carolina**  
 Community Development Block Grant Fund  
 Statement of Revenues, Expenditures, and Changes in  
 Fund Balance - Budget and Actual  
 For the Year Ended June 30, 2019

	<u>Project Authorization</u>	<u>Prior Years</u>	<u>Actual</u>	<u>Total to Date</u>	<u>Variance Favorable (Unfavorable)</u>
<b>Revenues:</b>					
Restricted intergovernmental	\$ 2,000,000	\$ 87,578	\$ 945,674	\$ 1,033,252	\$ (966,748)
Interest earnings	-	883	1,074	1,957	1,957
<b>Total revenues</b>	<u>2,000,000</u>	<u>88,461</u>	<u>946,748</u>	<u>1,035,209</u>	<u>(964,791)</u>
<b>Expenditures:</b>					
<b>Economic and Physical Development</b>					
Grant administration	190,000	58,138	54,710	112,848	77,152
Water improvements	2,035,124	29,440	890,964	920,404	1,114,720
<b>Total expenditures</b>	<u>2,225,124</u>	<u>87,578</u>	<u>945,674</u>	<u>1,033,252</u>	<u>1,191,872</u>
Excess (deficiency) of revenues over expenditures	<u>(225,124)</u>	<u>-</u>	<u>1,074</u>	<u>1,957</u>	<u>227,081</u>
<b>Other financing sources (uses):</b>					
Transfers from other funds	-	29,500	-	29,500	29,500
Closed projects	-	70,636	-	70,636	70,636
Transfer from General Fund	225,124	-	-	-	(225,124)
<b>Total other financing sources (uses)</b>	<u>225,124</u>	<u>-</u>	<u>-</u>	<u>100,136</u>	<u>(124,988)</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ 883</u>	<u>1,074</u>	<u>\$ 102,093</u>	<u>\$ 102,093</u>
<b>Fund balance, beginning of year</b>			<u>101,019</u>		
<b>Fund balance, end of year</b>		<u>\$</u>	<u>102,093</u>		

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

**Burke County, North Carolina**  
 Substance Abuse Prevention Grants Fund  
 Statement of Revenues, Expenditures, and Changes in  
 Fund Balance - Budget and Actual  
 For the Year Ended June 30, 2019

Attachment: Burke County Audited Financial Statements FY 18-19 (2019) : Finance - Presentation of FY 18-19 Audit)

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<b>Revenues:</b>			
Restricted intergovernmental	\$ _____	\$ 34,624	\$ _____
<b>Total revenues</b>	<u>500,000</u>	<u>34,624</u>	<u>(465,376)</u>
<b>Expenditures:</b>			
Public Safety	_____	34,624	_____
<b>Total expenditures</b>	<u>500,000</u>	<u>34,624</u>	<u>465,376</u>
Excess (deficiency) of revenues over expenditures	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balance	\$ <u><u>-</u></u>	-	\$ <u><u>-</u></u>
<b>Fund balance, beginning of year</b>		-	
<b>Fund balance, end of year</b>		\$ <u><u>-</u></u>	

**Burke County, North Carolina**  
 Capital Projects Fund  
 Statement of Revenues, Expenditures, and Changes in  
 Fund Balance - Budget and Actual  
 For the Year Ended June 30, 2019

	<u>Project Authorization</u>	<u>Prior Years</u>	<u>Actual</u>	<u>Total to Date</u>	<u>Variance Favorable (Unfavorable)</u>
<b>Revenues:</b>					
Crescent South Point fees	\$ 292,000	\$ 304,825	\$ -	\$ 304,825	\$ 12,825
Morganton Surcharge	90,100	330,987	19,142	350,129	260,029
Interest earnings	171,500	205,506	15,169	220,675	49,175
<b>Total revenues</b>	<u>553,600</u>	<u>841,318</u>	<u>34,311</u>	<u>875,629</u>	<u>322,029</u>
<b>Expenditures:</b>					
General government	38,200	-	-	-	38,200
Economic and physical development	1,402,400	900,000	-	900,000	502,400
<b>Total expenditures</b>	<u>1,440,600</u>	<u>900,000</u>	<u>-</u>	<u>900,000</u>	<u>540,600</u>
Excess (deficiency) of revenues over expenditures	<u>(887,000)</u>	<u>(58,682)</u>	<u>34,311</u>	<u>(24,371)</u>	<u>862,629</u>
<b>Other financing sources (uses):</b>					
Transfers from other funds	237,000	247,334	-	247,334	10,334
Transfer from General Fund	650,000	619,000	-	619,000	(31,000)
<b>Total other financing sources (uses)</b>	<u>887,000</u>	<u>866,334</u>	<u>-</u>	<u>866,334</u>	<u>(20,666)</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ 807,652</u>	34,311	<u>\$ 841,963</u>	<u>\$ 841,963</u>
<b>Fund balance, beginning of year</b>			<u>807,652</u>		
<b>Fund balance, end of year</b>		\$	<u><u>841,963</u></u>		

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

## Statement 12

**Burke County, North Carolina**  
 BCPS One-Half Cent Sales Tax Capital Project Fund  
 Statement of Revenues, Expenditures, and Changes in  
 Fund Balance - Budget and Actual  
 For the Year Ended June 30, 2019

	<u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
<b>Revenues:</b>			
Restricted intergovernmental			
Other taxes and licenses-Sales tax	\$ 2,703,000	\$ 2,827,064	\$
ABC Profits	88,000	116,791	
	<u>2,791,000</u>	<u>2,943,855</u>	<u>152,855</u>
Interest earnings		92,369	92,369
		<u>92,369</u>	
<b>Total revenues</b>	<u>2,791,000</u>	<u>3,036,224</u>	<u>245,224</u>
<b>Expenditures:</b>			
Equipment	<u>3,041,000</u>	<u>2,668,511</u>	<u>372,489</u>
<b>Total expenditures</b>	<u>3,990</u>	<u>2,668,511</u>	<u>(2,664,521)</u>
Excess (deficiency) of revenues over expenditures	<u>(250,000)</u>	<u>367,713</u>	<u>617,713</u>
<b>Other financing sources (uses):</b>			
Transfer from General Fund	<u>250,000</u>	<u>250,000</u>	<u>-</u>
<b>Total Other Financing sources (uses):</b>	<u>250,000</u>	<u>250,000</u>	<u>-</u>
Net change in fund balance	\$ <u><u>-</u></u>	617,713	\$ <u><u>617,713</u></u>
<b>Fund balance, beginning of year</b>		<u>3,824,451</u>	
<b>Fund balance, end of year</b>		\$ <u><u>4,442,164</u></u>	

Attachment: Burke County Audited Financial Statements FY 18-19 (2019) : Finance - Presentation of FY 18-19 Audit)

**Burke County, North Carolina**  
 Water and Sewer Fund  
 Statement of Revenues and Expenditures Budget and Actual (NON-GAAP)  
 For the Year Ended June 30, 2019

	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
<b>Revenues:</b>			
Operating revenues:			
Charges for services	\$ 1,658,123	\$ 1,675,684	\$ 17,561
Total	<u>1,658,123</u>	<u>1,675,684</u>	<u>17,561</u>
Non-operating revenues:			
Miscellaneous revenue		8,897	
Investment earnings		8,790	
Restricted intergovernmental revenues		54,760	
Total	<u>-</u>	<u>72,447</u>	<u>72,447</u>
Total revenues	<u>1,658,123</u>	<u>1,748,131</u>	<u>90,008</u>
<b>Expenditures:</b>			
Operations:			
Salaries and employee benefits		168,788	
Other operating expenditures		1,066,379	
Total operations	<u>1,280,949</u>	<u>1,235,167</u>	<u>45,782</u>
Debt service			
Principal on debt		12,134	
Total debt service	<u>12,134</u>	<u>12,134</u>	<u>-</u>
Total expenditures	<u>1,293,083</u>	<u>1,247,301</u>	<u>45,782</u>
Revenues under/(over) expenditures	<u>365,040</u>	<u>500,830</u>	<u>135,790</u>
<b>Other financing sources (uses):</b>			
Transfer to General Fund for debt payment	(332,360)	(332,360)	-
Transfer to Water/sewer Capital Project Fund	-	(32,680)	-
Appropriated fund balance	(32,680)	-	32,680
Total other financing sources (uses)	<u>(365,040)</u>	<u>(365,040)</u>	<u>-</u>
Revenues over expenditures and other sources (uses)	<u>\$ -</u>	135,790	<u>\$ 135,790</u>
Reconciliation from budgetary basis (modified accrual) to full accrual:			
Reconciling items:			
Increase in deferred outflow of resources - pensions and OPEB		31,572	
Increase in deferred inflow of resources - pensions and OPEB		(13,092)	
Increase in net pension liability		(47,921)	
Increase in OPEB liability		(78,825)	
Depreciation		(692,710)	
Principal payment on debt		12,134	
Decrease in accrued compensated absences		6,776	
Total reconciling items		<u>(782,066)</u>	
Change in net position		<u>\$ (646,276)</u>	

Attachment: Burke County Audited Financial Statements FY 18-19 (2019) : Finance - Presentation of FY 18-19 Audit)

## Statement 14

**Burke County, North Carolina**  
 Eckard Creek Water/Sewer Project Fund  
 Statement of Revenues, Expenditures, and Changes in  
 Fund Balance - Budget and Actual  
 For the Year Ended June 30, 2019

	Project Authorization	Prior Years	Actual	Total to Date	Variance Favorable (Unfavorable)
<b>Revenues:</b>					
Restricted intergovernmental	\$ 1,634,000	\$ -	\$ -	\$ -	\$ (1,634,000)
Interest earnings	-	-	463	463	463
<b>Total revenues</b>	<u>1,634,000</u>	<u>-</u>	<u>463</u>	<u>463</u>	<u>(1,633,537)</u>
<b>Expenditures:</b>					
Grant administration	57,680	12,700	653	13,353	44,327
Infrastructure	1,471,500	-	-	-	1,471,500
Engineering	137,500	20,871	57,201	78,072	59,428
<b>Total expenditures</b>	<u>1,666,680</u>	<u>33,571</u>	<u>57,854</u>	<u>91,425</u>	<u>1,575,255</u>
Excess (deficiency) of revenues over expenditures	<u>(32,680)</u>	<u>(33,571)</u>	<u>(57,391)</u>	<u>(90,962)</u>	<u>(3,208,792)</u>
<b>Other financing sources (uses):</b>					
Transfers from other funds	32,680	-	32,680	32,680	-
Transfer from General Fund	-	90,000	-	90,000	90,000
<b>Total other financing sources (uses)</b>	<u>32,680</u>	<u>90,000</u>	<u>32,680</u>	<u>122,680</u>	<u>90,000</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ 56,429</u>	<u>(24,711)</u>	<u>\$ 31,718</u>	<u>\$ (3,118,792)</u>
<b>Fund balance, beginning of year</b>			<u>57,535</u>		
<b>Fund balance, end of year</b>		\$	<u><u>32,824</u></u>		

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

## Statement 15

**Burke County, North Carolina**  
Solid Waste Fund  
Statement of Revenues and Expenditures Budget and Actual (NON-GAAP)  
For the Year Ended June 30, 2019

	Final Budget	Actual	Variance Favorable (Unfavorable)
<b>Revenues:</b>			
Operating revenues:			
Charges for services	\$	\$ 5,238,632	\$
Total operating revenues	<u>5,626,231</u>	<u>5,238,632</u>	<u>(387,599)</u>
Non-operating revenues:			
Miscellaneous revenue		196	
Investment earnings		22,925	
Restricted intergovernmental revenues		55,126	
Total non-operating revenues	<u>49,060</u>	<u>78,247</u>	<u>29,187</u>
Total revenues	<u>5,675,291</u>	<u>5,316,879</u>	<u>(358,412)</u>
<b>Expenditures:</b>			
Disposal operations:			
Salaries and employee benefits		612,812	
Other operating expenditures		3,560,182	
Total disposal operations	<u>4,707,192</u>	<u>4,172,994</u>	<u>534,198</u>
Collection operations:			
Salaries and employee benefits		426,301	
Other operating expenses		202,936	
Total collection operations	<u>779,361</u>	<u>629,237</u>	<u>150,124</u>
Capital outlay:			
Capital outlay		492,572	
Total capital outlay	<u>691,000</u>	<u>492,572</u>	<u>198,428</u>
Total expenditures	<u>6,177,553</u>	<u>5,294,803</u>	<u>882,750</u>
Revenues over/(under) expenditures	<u>(502,262)</u>	<u>22,076</u>	<u>524,338</u>
<b>Other financing sources (uses):</b>			
Sale of fixed assets	685	9,100	8,415
Transfer from General Fund	250,000	234,219	(15,781)
Appropriated fund balance	251,577	-	(251,577)
Total other financing sources (uses)	<u>502,262</u>	<u>243,319</u>	<u>(258,943)</u>
Revenues over expenditures and other sources (uses)	<u>\$ -</u>	<u>265,395</u>	<u>\$ 265,395</u>
Reconciliation from budgetary basis (modified accrual) to full accrual:			
Reconciling items:			
Increase in deferred outflow of resources - pensions and OPEB		52,021	
Increase in deferred inflow of resources - pensions and OPEB		(34,770)	
Increase in net pension liability		(86,429)	
Increase in OPEB liability		(121,992)	
Capital outlay		492,572	
Depreciation		(315,749)	
Increase in closure and post-closure accrual		(111,562)	
Increase in accrued compensated absences		(6,542)	
Total reconciling items		<u>(132,451)</u>	
Change in net position		<u>\$ 132,944</u>	

## Statement 16

**Burke County, North Carolina**  
 Agency Funds  
 Combining Statement of Changes in Assets and Liabilities  
 For the Year Ended June 30, 2019

	Balance July 1, 2018	Additions	Deletions	Balance July 1, 2019
<b>Social Services Trusts:</b>				
Assets:	\$ <u>80,897</u>	\$ <u>275,682</u>	\$ <u>309,414</u>	\$ <u>47,165</u>
Liabilities:	\$ <u>80,897</u>	\$ <u>275,682</u>	\$ <u>309,414</u>	\$ <u>47,165</u>
<b>Municipal Taxes:</b>				
Assets:	\$ <u>237,561</u>	\$ <u>2,244,166</u>	\$ <u>2,349,186</u>	\$ <u>132,541</u>
Liabilities:	\$ <u>237,561</u>	\$ <u>2,244,166</u>	\$ <u>2,349,186</u>	\$ <u>132,541</u>
<b>Inmate Commissary Trust:</b>				
Assets:	\$ <u>5,490</u>	\$ <u>88,105</u>	\$ <u>86,716</u>	\$ <u>6,879</u>
Liabilities:	\$ <u>5,490</u>	\$ <u>88,105</u>	\$ <u>86,716</u>	\$ <u>6,879</u>
<b>Fines and Forfeitures:</b>				
Assets:	\$ <u>-</u>	\$ <u>425,828</u>	\$ <u>401,793</u>	\$ <u>24,035</u>
Liabilities:	\$ <u>-</u>	\$ <u>425,828</u>	\$ <u>401,793</u>	\$ <u>24,035</u>
<b>Total - All Agency Funds</b>				
Assets:	\$ <u>323,948</u>	\$ <u>3,033,781</u>	\$ <u>3,147,109</u>	\$ <u>210,620</u>
Liabilities:	\$ <u>323,948</u>	\$ <u>3,033,781</u>	\$ <u>3,147,109</u>	\$ <u>210,620</u>

Attachment: Burke County Audited Financial Statements FY 18-19 (2019) : Finance - Presentation of FY 18-19 Audit)

Burke County, North Carolina  
General Fund  
Schedule of Ad Valorem Taxes Receivable  
For the Year Ended June 30, 2019

	Uncollected Balance 6/30/2018	Additions	Collections and Credits	Uncollected Balance 6/30/2019
<b>Fiscal year:</b>				
2018 - 2019	\$ -	\$ 46,841,472	\$ 45,998,431	\$ 843,041
2017 - 2018	707,852	-	450,850	257,002
2016 - 2017	237,402	-	83,323	154,079
2015 - 2016	141,318	-	30,530	110,788
2014 - 2015	111,225	-	16,749	94,476
2013 - 2014	116,821	-	10,870	105,951
2012 - 2013	86,027	-	6,344	79,683
2011 - 2012	62,887	-	2,520	60,367
2010 - 2011	62,554	-	1,782	60,772
2009 - 2010	49,056	-	1,385	47,672
2008 - 2009	51,150	-	51,150	-
	<u>\$ 1,626,292</u>	<u>\$ 46,841,472</u>	<u>\$ 46,653,934</u>	<u>1,813,831</u>
Plus: 2019 - 2020 receivable				41,508
Less: Allowance for uncollectible accounts General Fund				<u>(1,215,178)</u>
Ad valorem taxes receivable - net General Fund				<u>\$ 640,161</u>

**Reconciliation with revenues:**

Ad valorem taxes - General Fund		\$ 45,998,431
Reconciling items:		
Advertising and interest collected	298,483	
Discounts	(495,347)	
Prior year collections	627,499	
Taxes written off	49,824	
Prior year releases	175,044	
Total reconciling items		<u>655,503</u>
Total collections and credits		<u>\$ 46,653,934</u>

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

**Burke County, North Carolina**  
 Analysis of Current Tax Levy  
 County-wide Levy  
 For the Year Ended June 30, 2019

				<u>Total Levy</u>	
	<u>Property Valuation</u>	<u>Rate</u>	<u>Amount of Levy</u>	<u>Property excluding Registered Motor Vehicles</u>	<u>Registered Motor Vehicles</u>
<b>Original levy:</b>					
Property taxed at current year's rate	\$ 6,050,215,515	\$ 0.695	\$ 42,159,247	\$ 42,159,247	\$ -
Motor vehicles	686,992,180	0.695	4,774,687	-	4,774,687
Penalties	<u>-</u>		<u>105,866</u>	<u>105,866</u>	<u>-</u>
Total	<u>6,737,207,695</u>		<u>47,039,800</u>	<u>42,265,113</u>	<u>4,774,687</u>
<b>Discoveries:</b>					
Property taxed at current year's rate	43,286,475	0.695	300,841	300,841	-
<b>Abatements:</b>	<u>(71,822,878)</u>		<u>(499,169)</u>	<u>(499,169)</u>	<u>-</u>
Total property valuation	\$ <u>6,708,671,292</u>				
			<b>Net levy</b>	46,841,472	42,066,785
			<b>Uncollected taxes at June 30, 2019</b>	<u>843,041</u>	<u>843,041</u>
			<b>Current year's taxes collected</b>	\$ <u>45,998,431</u>	\$ <u>41,223,744</u>
			<b>Current levy collection percentage</b>	<u>98.20%</u>	<u>98.00%</u>
				<u>42,066,785</u>	<u>4,774,687</u>

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

## Statement 18-A

**Burke County, North Carolina**  
 Analysis of Current Tax Levy  
 County-wide Levy  
 For the Year Ended June 30, 2019

**Secondary Market Disclosures:**

Assessed Valuation:		
Assessment Ratio		100%
Real Property	\$ 5,767,661,364	
Personal Property	680,452,235	
Public Service Companies	<u>260,557,693</u>	
Total Assessed Valuation	\$ 6,708,671,292	
Tax Rate per \$100		0.695
Net Levy (Includes penalties, discoveries, releases and abatements)	\$ <u><u>46,841,472</u></u>	

In addition to the County-wide rate, the following table lists the levies by the County on behalf of fire protection districts for the fiscal year ended June 30, 2019:

Fire Protection District	Tax Rate per \$100	Net Levy
Brendleton Fire District	0.080	\$ 227,029
Carbon City Fire District	0.080	9,993
Chesterfield Fire District	0.090	148,129
Drowning Creek Fire District	0.120	73,327
Enola Fire District	0.105	103,990
George Hildebran Fire District	0.110	256,978
Glen Alpine Fire District	0.080	106,848
Icard Fire District	0.080	592,916
Jonas Ridge Fire District	0.080	159,426
Lake James Fire District	0.100	187,541
Longtown Fire District	0.135	122,970
Lovelady Fire District	0.080	468,216
Oak Hill Fire District	0.120	387,360
Salem Fire District	0.105	308,098
Smokey Creek Fire District	0.118	28,765
South Mountain Fire District	0.136	95,512
Triple Community Fire District.	0.078	336,313
West End Fire District	0.100	<u>325,193</u>
<b>Total Net Fire Protection District Levies</b>		\$ <u><u>3,938,604</u></u>

## Statement 18-B

**Burke County, North Carolina**  
 Ten Largest Taxpayers  
 For the Year Ended June 30, 2019

<b>Taxpayer</b>	<b>Type of Business</b>	<b>2018 Assessed Valuation</b>	<b>Percentage of Total Assessed Valuation</b>	
Duke Energy Corp	Utility	\$ 147,681,906	2.20	%
Continental Automotive Systems	Manufacturing	109,594,997	1.63	
Rutherford Electric Membership Corp	Utility	37,273,322	0.56	
SGL Carbon LLC	Manufacturing	37,056,270	0.55	
ARCP MT Morganton NC LLC	Retail	30,686,556	0.46	
Case Farms	Food Processing	30,299,545	0.45	
Piedmont Natural Gas Company	Utility	26,728,032	0.40	
Sieren North America, LLC	Manufacturing	26,345,045	0.39	
Leviton Manufacturing Co LLC	Manufacturing	25,639,534	0.38	
Grace Hospital Properties	Real Estate	23,447,044	0.35	
		<u>\$ 494,752,251</u>	<u>7.37</u>	<u>%</u>

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

**Burke County, North Carolina**  
 Analysis of Current Tax Levy  
 Fire Districts  
 For the Year Ended June 30, 2019

	<u>Brendleton Fire District</u>	<u>Carbon City District</u>	<u>Chesterfield Fire District</u>	<u>Drowning Creek Fire District</u>	<u>Enola Fire District</u>	<u>George Hildebran Fire District</u>
<b>Tax rate</b>	<u>0.08</u>	<u>0.08</u>	<u>0.09</u>	<u>0.12</u>	<u>0.105</u>	<u>0.11</u>
<b>Net levy</b>	\$ 227,029	\$ 9,993	\$ 148,129	\$ 73,327	\$ 103,990	\$ 256,978
<b>Uncollected taxes at June 30, 2019</b>	<u>4,716</u>	<u>1</u>	<u>4,339</u>	<u>2,316</u>	<u>2,139</u>	<u>8,262</u>
<b>Current year's taxes collected</b>	\$ <u>222,313</u>	\$ <u>9,992</u>	\$ <u>143,790</u>	\$ <u>71,011</u>	\$ <u>101,851</u>	\$ <u>248,716</u>
<b>Current levy collection percentage</b>	<u>97.92%</u>	<u>99.99%</u>	<u>97.07%</u>	<u>96.84%</u>	<u>97.94%</u>	<u>96.78%</u>
	<u>Glen Alpine District</u>	<u>Icard Fire District</u>	<u>Jonas Ridge Fire District</u>	<u>Lake James District</u>	<u>Longtown District</u>	<u>Lovelady Fire District</u>
<b>Tax rate</b>	<u>0.08</u>	<u>0.10</u>	<u>0.135</u>	<u>0.08</u>	<u>0.12</u>	<u>0.105</u>
<b>Net levy</b>	\$ 106,848	\$ 592,916	\$ 159,426	\$ 187,541	\$ 122,970	\$ 468,216
<b>Uncollected taxes at June 30, 2019</b>	<u>737</u>	<u>13,068</u>	<u>2,768</u>	<u>2,294</u>	<u>1,298</u>	<u>8,422</u>
<b>Current year's taxes collected</b>	\$ <u>106,111</u>	\$ <u>579,848</u>	\$ <u>156,658</u>	\$ <u>185,247</u>	\$ <u>121,672</u>	\$ <u>459,794</u>
<b>Current levy collection percentage</b>	<u>99.31%</u>	<u>97.80%</u>	<u>98.26%</u>	<u>98.78%</u>	<u>98.94%</u>	<u>98.20%</u>
	<u>Oak Hill District</u>	<u>Salem District</u>	<u>Smokey Creek Fire District</u>	<u>South Mountain Fire District</u>	<u>Triple Community Fire District</u>	<u>West End Fire District</u>
<b>Tax rate</b>	<u>0.09</u>	<u>0.07</u>	<u>0.118</u>	<u>0.136</u>	<u>0.078</u>	<u>0.10</u>
<b>Net levy</b>	\$ 387,360	\$ 308,098	\$ 28,765	\$ 95,512	\$ 336,313	\$ 325,193
<b>Uncollected taxes at June 30, 2019</b>	<u>8,236</u>	<u>6,196</u>	<u>548</u>	<u>8,352</u>	<u>7,471</u>	<u>7,681</u>
<b>Current year's taxes collected</b>	\$ <u>379,124</u>	\$ <u>301,902</u>	\$ <u>28,217</u>	\$ <u>87,160</u>	\$ <u>328,842</u>	\$ <u>317,512</u>
<b>Current levy collection percentage</b>	<u>97.87%</u>	<u>97.99%</u>	<u>98.09%</u>	<u>91.26%</u>	<u>97.78%</u>	<u>97.64%</u>

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

# STATISTICAL SECTION

The information presented in this section does not provide full and adequate disclosure of financial information for prior years required by generally accepted accounting principles. Such information is provided for supplementary analysis purposes and should be relied on only for the purpose specified.

	<u>Table</u>
<b>Financial Trends</b> These schedules contain trend information to help the reader understand how the government's financial performance and well-being has changed over time.	1-4
<b>Revenue Capacity</b> These schedules contain information to help the reader assess the government's most significant local revenue source, the property tax.	5-8
<b>Debt Capacity</b> These schedules present information to help the reader assess the affordability of the government's current levels of outstanding debt and the government's ability to issue additional debt in the future.	9-11
<b>Demographic and Economic Information</b> These schedules offer demographic and economic indicators to help the reader understand the environment within which the government's financial activities take place.	12
<b>Operating Information</b> This schedule contains service and infrastructure data to help the reader understand how the information in the government's financial report relates to the services the government provides and the activities it performs.	13-14

Table 1

**BURKE COUNTY, NORTH CAROLINA**  
**Net Position by Component of Government**  
**Last Ten Fiscal Years**  
 (accrual basis of accounting)

	2010	2011	2012	Fiscal Year 2013	2014	2015	2016	2017	2018	2019
Governmental activities										
Net investment in capital assets	\$ (665,056)	\$ 13,306	\$ (131,445)	\$ 1,716	\$ 8,914,569	\$28,877,694	\$23,700,967	\$29,414,660	\$30,475,792	\$39,335,032
Restricted	5,908,630	6,593,045	11,657,246	9,832,150	17,298,374	14,416,622	16,950,142	39,835,828	44,031,117	25,017,233
Unrestricted	(30,304,510)	(31,705,070)	(31,347,877)	(26,218,548)	(25,465,159)	(22,512,116)	(9,531,498)	(32,009,003)	(56,304,520)	(44,400,888)
Total governmental activities net position	<u>\$ (25,060,936)</u>	<u>\$ (25,098,719)</u>	<u>\$ (19,822,076)</u>	<u>\$ (16,384,682)</u>	<u>\$ 747,784</u>	<u>\$20,782,200</u>	<u>\$31,119,611</u>	<u>\$37,241,485</u>	<u>\$18,202,389</u>	<u>\$19,951,377</u>
Business-type activities										
Net investment in capital assets	21,305,978	20,741,377	20,081,255	19,643,017	18,863,966	18,716,461	18,870,527	18,303,046	17,978,011	17,473,775
Unrestricted	(1,958,718)	(2,324,008)	(2,214,790)	(2,077,455)	(2,337,457)	(3,117,615)	(4,261,873)	(4,056,278)	(3,539,869)	(3,573,676)
Total business-type activities	<u>\$ 19,347,260</u>	<u>\$ 18,417,369</u>	<u>\$ 17,866,465</u>	<u>\$ 17,565,562</u>	<u>\$16,526,509</u>	<u>\$15,598,846</u>	<u>\$14,608,654</u>	<u>\$14,246,768</u>	<u>\$14,438,142</u>	<u>\$13,900,099</u>
Primary government										
Net investment in capital assets	20,640,922	20,754,683	19,949,810	19,644,733	27,778,535	47,594,155	42,571,494	47,717,706	48,453,803	56,808,807
Restricted	5,908,630	6,593,045	11,657,246	9,832,150	17,298,374	14,416,622	16,950,142	39,835,828	44,031,117	25,017,233
Unrestricted	(32,263,228)	(34,029,078)	(33,562,667)	(28,296,003)	(27,802,616)	(25,629,731)	(13,793,371)	(36,065,281)	(59,844,389)	(47,974,564)
Total primary government net position	<u>\$ (5,713,676)</u>	<u>\$ (6,681,350)</u>	<u>\$ (1,955,611)</u>	<u>\$ 1,180,880</u>	<u>\$17,274,293</u>	<u>\$36,381,046</u>	<u>\$45,728,265</u>	<u>\$51,488,253</u>	<u>\$32,640,531</u>	<u>\$33,851,476</u>

Attachment: Burke County Audited Financial Statements FY 18-19 (2019) : Finance - Presentation of FY 18-19 Audit)

**BURKE COUNTY, NORTH CAROLINA**  
**Changes in Net Position**  
**Last Ten Fiscal Years**  
 (accrual basis of accounting)

	Fiscal Year									
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
<b>Expenses</b>										
Governmental activities:										
General government	\$ 7,876,128	\$ 7,532,126	\$ 7,714,712	\$ 8,603,392	\$ 8,612,488	\$ 6,833,477	\$ 9,158,876	\$ 9,353,345	\$ 9,625,513	\$ 9,661,377
Public safety	17,470,631	17,610,515	17,675,525	18,552,637	19,016,754	15,016,283	21,943,196	22,806,814	23,154,608	26,027,584
Transportation	260,437	255,650	36,871	36,058	32,902	47,048	42,462	33,986	53,173	67,566
Economic and physical development	2,607,348	2,397,235	4,506,914	2,467,326	2,403,200	2,794,816	2,420,451	2,144,022	2,769,354	3,085,936
Environmental protection	135,275	114,818	245,439	116,207	114,927	57,180	91,475	69,458	162,446	539,363
Human services	19,774,032	19,219,907	18,742,962	18,324,701	18,295,759	20,162,722	18,428,394	21,477,512	19,850,366	20,535,142
Cultural and recreation	1,902,857	1,940,618	1,814,636	2,067,025	1,852,201	1,419,663	1,969,715	2,146,219	2,989,309	2,261,645
Education	23,477,416	20,273,151	18,431,125	17,820,570	18,050,716	19,698,669	19,948,678	23,300,034	36,000,244	24,964,134
Interest on long term debt	3,000,818	2,809,851	2,601,862	2,248,359	2,000,040	1,448,943	1,258,353	1,265,300	1,994,615	2,426,744
Total governmental activities	76,504,942	72,153,871	71,770,046	70,236,275	70,378,987	67,478,801	75,261,600	82,596,690	96,599,628	89,569,491
Business-type activities:										
Water and Sewer	2,461,225	2,063,218	1,737,958	1,833,137	1,850,076	1,767,771	1,842,328	1,797,462	1,776,450	2,087,220
Solid Waste	3,710,133	3,839,500	3,991,111	3,974,264	4,370,609	4,319,326	4,521,716	5,503,959	4,666,253	5,427,254
Interest on long term debt	6,377	5,155	4,296	14,489	10,384	6,279	2,173	-	-	-
Total business-type activities	6,177,735	5,907,873	5,733,365	5,821,890	6,231,069	6,093,376	6,366,217	7,301,421	6,442,703	7,514,474
Total primary government expenses	\$ 82,682,677	\$ 78,061,744	\$ 77,503,411	\$ 76,058,165	\$ 76,610,056	\$ 73,572,177	\$ 81,627,817	\$ 89,898,111	\$ 103,042,331	\$ 97,083,965
<b>Program Revenues</b>										
Governmental activities										
Charges for services:										
General government	974,960	648,877	732,325	904,261	1,086,041	1,257,864	1,630,055	1,695,598	1,074,020	729,051
Public safety	3,909,994	4,392,464	4,383,468	3,798,048	4,538,319	4,201,356	4,308,446	4,263,138	3,971,435	4,687,337
Economic and physical development	-	-	-	-	-	-	-	-	-	263,291
Environmental protection	63,472	90,649	79,032	77,832	79,004	94,008	85,969	109,984	101,828	21,413
Human services	3,028,829	3,051,656	1,408,450	1,341,262	1,271,222	934,318	1,068,701	1,318,335	1,208,862	683,988
Cultural and recreation	122,561	137,102	140,385	118,410	92,422	95,861	93,355	98,252	98,814	109,886
Operating grants and contributions:										
General government	34,266	5,875	4,920	6,198	38,496	308,070	69,180	106,679	12,836	352,751
Public safety	-	-	-	-	-	-	-	-	-	2,511,258
Transportation	263,048	220,184	-	-	-	-	-	-	-	-
Economic and physical development	-	-	-	-	-	-	-	-	-	725,683
Environmental protection	-	-	-	-	-	24,650	-	-	-	31,494
Human services	12,182,500	11,877,817	12,413,532	12,844,453	11,882,418	13,706,435	12,266,560	15,043,204	12,162,765	12,472,558
Cultural and recreation	-	-	-	-	-	-	547,099	694,527	-	460,357
Education	84,431	75,946	75,946	69,402	67,592	63,202	66,759	10,747	9,406	333,856
Capital grants and contributions:										
General government	-	38,471	198,973	69,880	40,149	-	297,572	291,338	280,309	-
Public safety	33,603	1,013,592	561,109	659,181	6,492,601	1,268,009	913,547	130,751	726,725	277,934
Transportation	-	-	-	-	-	-	-	-	-	-
Economic and physical development	771,269	563,485	1,979,363	522,266	286,824	896,996	503,420	562,433	483,449	-
Environmental protection	503,145	82,406	136,864	-	-	-	-	-	-	-
Cultural and recreation	429,318	459,596	628,638	266,727	426,070	409,209	467,037	629,251	695,481	408,466
Education	-	-	3,569,077	1,489,176	1,167,134	-	1,069,626	-	1,695,000	5,492,746
Total governmental activities program revenues	22,401,396	22,658,120	26,312,082	22,167,096	27,468,292	23,259,978	23,387,326	24,954,237	22,520,930	29,562,069

Attachment: Burke County Audited Financial Statements FY 18-19 (2019) : Finance - Presentation of FY 18-19 Audit)

**BURKE COUNTY, NORTH CAROLINA**  
**Changes in Net Position**  
**Last Ten Fiscal Years**  
(accrual basis of accounting)

	Fiscal Year									
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
<b>Program Revenues (Continued)</b>										
Business-type activities:										
Charge for services	5,243,883	5,313,568	5,658,703	5,935,834	5,591,903	5,635,323	5,740,022	6,023,037	6,663,581	6,914,316
Operating Grants and Contributions	-	-	-	-	-	-	-	-	-	118,986
Capital grants and contributions	-	-	-	-	-	-	-	333,328	64,785	-
<b>Total business-type activities program revenues</b>	<b>5,243,883</b>	<b>5,313,568</b>	<b>5,658,703</b>	<b>5,935,834</b>	<b>5,591,903</b>	<b>5,635,323</b>	<b>5,740,022</b>	<b>6,356,365</b>	<b>6,728,366</b>	<b>7,033,302</b>
<b>Total primary government program revenues</b>	<b>27,645,279</b>	<b>27,971,688</b>	<b>31,970,785</b>	<b>28,102,930</b>	<b>33,060,195</b>	<b>28,895,301</b>	<b>29,127,348</b>	<b>31,310,602</b>	<b>29,249,296</b>	<b>36,595,371</b>
<b>Net (Expense)/Revenue</b>										
Governmental activities	(54,103,546)	(49,495,751)	(45,457,970)	(48,069,179)	(42,910,695)	(44,218,823)	(51,874,274)	(57,642,453)	(57,642,453)	(58,984,834)
Business-type activities	(933,852)	(594,305)	(74,663)	113,944	(639,166)	(458,053)	(626,195)	(945,056)	(945,056)	(481,172)
<b>Total primary government net (expense)/revenue</b>	<b>(55,037,398)</b>	<b>(50,090,056)</b>	<b>(45,532,633)</b>	<b>(47,955,235)</b>	<b>(43,549,861)</b>	<b>(44,676,876)</b>	<b>(52,500,469)</b>	<b>(58,587,509)</b>	<b>(58,587,509)</b>	<b>(59,466,006)</b>
<b>General Revenues and Other Changes in Net Assets</b>										
Governmental activities:										
Property taxes	38,307,162	37,975,208	37,979,191	38,551,628	47,140,118	46,814,869	47,493,525	48,277,055	49,453,349	50,774,360
Local option sales tax	9,633,629	9,452,308	9,945,486	10,402,633	10,383,066	11,206,100	12,423,005	13,440,643	14,487,614	7,516,853
Other taxes and licenses	467,638	406,289	536,955	502,339	592,661	1,405,309	1,529,053	1,805,203	1,797,437	4,076,594
Grants and contributions not restricted to specific programs	-	-	-	-	-	-	-	-	-	2,486,153
Permits and fees	-	-	1,357,749	1,598,811	1,565,556	87,587	86,807	-	-	-
Investment earnings	67,444	37,114	(38,533)	12,425	19,283	13,788	77,857	201,304	721,510	626,920
Miscellaneous	1,710,047	1,178,369	478,443	20,095	(74,115)	283,831	180,020	1,722,039	1,940,696	77,497
Transfers	252,680	408,680	475,322	418,642	416,591	400,906	421,418	(539,678)	(95,518)	98,141
<b>Total governmental activities:</b>	<b>50,438,600</b>	<b>49,457,968</b>	<b>50,734,613</b>	<b>51,506,573</b>	<b>60,043,160</b>	<b>60,212,390</b>	<b>62,211,685</b>	<b>64,906,566</b>	<b>68,305,088</b>	<b>65,656,518</b>
Business-type activities:										
Investment earnings	8,483	5,242	2,912	2,930	2,725	2,286	4,896	10,569	23,146	32,178
Miscellaneous	53,224	67,853	(3,829)	866	13,977	6,493	52,523	32,922	54,525	9,093
Transfers	(252,680)	(408,680)	(475,322)	(418,642)	(416,591)	(400,906)	(421,418)	539,678	95,518	(98,141)
<b>Total business-type activities</b>	<b>(190,973)</b>	<b>(335,585)</b>	<b>(476,239)</b>	<b>(414,846)</b>	<b>(399,889)</b>	<b>(392,127)</b>	<b>(363,999)</b>	<b>583,169</b>	<b>173,189</b>	<b>(56,870)</b>
<b>Total primary government</b>	<b>50,247,627</b>	<b>49,122,383</b>	<b>50,258,374</b>	<b>51,091,727</b>	<b>59,643,271</b>	<b>59,820,263</b>	<b>61,847,686</b>	<b>65,489,735</b>	<b>68,478,277</b>	<b>65,599,648</b>
<b>Change in Net Position</b>										
Governmental activities	(3,664,946)	(37,783)	5,276,643	3,437,394	17,132,465	15,993,567	10,337,411	7,264,113	(5,773,610)	5,649,096
Business-type activities	(1,124,826)	(929,891)	(550,903)	(300,902)	(1,039,053)	(850,178)	(990,194)	(361,887)	458,851	(538,042)
<b>Total primary government</b>	<b>\$ (4,789,772)</b>	<b>\$ (967,674)</b>	<b>\$ 4,725,740</b>	<b>\$ 3,136,492</b>	<b>\$ 16,093,412</b>	<b>\$ 15,143,389</b>	<b>\$ 9,347,217</b>	<b>\$ 6,902,226</b>	<b>\$ (5,314,759)</b>	<b>\$ 5,111,054</b>

Attachment: Burke County Audited Financial Statements FY 18-19 (2019 : Finance - Presentation of FY 18-19 Audit)

Table 3

**BURKE COUNTY, NORTH CAROLINA**  
**Fund Balances of Governmental Funds**  
**Last Ten Fiscal Years**  
(modified accrual basis of accounting)

	Fiscal Year									
	2010	2,011	2,012	2,013	2,014	2,015	2,016	2,017	2,018	2,019
General Fund										
Reserved for:										
State statute	\$ 4,360,355									
Register of deeds technology enhancements	86,666									
Total reserved	<u>\$ 4,447,021</u>									
Unreserved										
designated for:										
Subsequent year's budget	\$ 2,395,990									
Law enforcement	4,237									
Department of social services	9,852									
Health department	603									
Cooperative extension	21,667									
Emergency management	407									
Soil and water	164									
Community development	39,561									
Unreserved										
Undesignated	9,893,896									
Total General Fund	<u>\$ 16,813,398</u>									
General Fund										
Non-spendable										
Prepaid expenses	\$ 20,633	\$ 52,938	\$ 61,351	\$ 41,038	\$ 58,671	\$ 77,571	\$ 90,490	\$ 115,331	\$ -	
State statute	3,796,810	4,012,526	4,100,602	8,048,183	4,431,848	4,286,681	4,619,898	4,617,019	6,804,197	
Restricted, all others	251,551	413,226	458,594	534,922	793,703	781,742	641,232	683,725	408,976	
Committed	28,823	23,947	15,476	43,705	35,075	39,195	51,182	283,747	-	
Assigned	2,391,850	2,927,527	241,180	1,702,220	433,400	2,682,400	979,769	2,213,911	1,338,885	
Unassigned	9,039,855	6,742,503	10,564,782	7,197,076	12,351,795	13,673,602	15,874,461	15,224,971	16,987,127	
Total General Fund	<u>\$ 15,529,522</u>	<u>\$ 14,172,667</u>	<u>\$ 15,441,985</u>	<u>\$ 17,567,144</u>	<u>\$ 18,104,492</u>	<u>\$ 21,541,191</u>	<u>\$ 22,257,032</u>	<u>\$ 23,138,704</u>	<u>\$ 25,539,185</u>	
All Other Governmental Funds										
Unreserved, designated for:										
Emergency 911	\$ 455,422									
Capital projects funds	5,282,096									
CDBG projects	84,446									
Total all other governmental funds	<u>\$ 5,821,964</u>									
All Other Governmental Funds										
Non-spendable										
State statute	\$ 2,020,827	\$ 3,126,519	\$ 1,778,452	\$ 1,753,591	\$ 2,174,649	\$ 1,952,691	\$ 1,916,204	\$ 3,410,584	\$ -	
Restricted, all others	523,857	4,104,975	3,479,026	6,917,973	6,174,877	8,378,967	30,703,589	17,359,447	17,588,435	
Committed	-	-	-	-	815,733	1,514,283	1,712,451	17,488,037	6,584,984	
Unassigned	1,076,399	(290,782)	851,744	-	-	-	-	-	-	
Total all other governmental funds	<u>\$ 3,621,083</u>	<u>\$ 6,940,712</u>	<u>\$ 6,109,222</u>	<u>\$ 8,671,564</u>	<u>\$ 9,165,259</u>	<u>\$ 11,845,941</u>	<u>\$ 34,332,244</u>	<u>\$ 38,258,068</u>	<u>\$ 24,173,419</u>	

Note: GASB 54 implemented in FY 2011

Attachment: Burke County Audited Financial Statements FY 18-19 (2019) : Finance - Presentation of FY 18-19 Audit)

Table 4

**BURKE COUNTY, NORTH CAROLINA**  
**Changes in Fund Balances of Governmental Funds**  
**Last Ten Fiscal Years**  
(modified accrual basis of accounting)

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
<b>Revenues</b>										
Taxes:										
Ad valorem taxes	\$ 38,395,665	\$ 38,022,328	\$ 37,977,423	\$ 38,513,260	\$ 47,188,565	\$ 46,792,188	\$ 47,451,409	\$ 48,236,424	\$ 49,453,349	\$ 50,363,670
Other taxes and licenses	10,072,565	9,963,131	10,482,441	10,904,972	10,975,727	11,887,592	13,147,669	14,297,959	15,496,685	11,593,447
Total taxes	48,468,230	47,985,459	48,459,864	49,418,232	58,164,292	58,679,780	60,599,078	62,534,383	64,950,034	61,957,117
Intergovernmental	14,401,349	14,423,248	19,468,841	15,858,648	20,478,502	16,434,286	15,333,084	16,415,876	14,594,961	24,349,691
Permits and fees	7,335,450	7,621,864	7,402,154	6,968,380	7,366,719	6,362,705	6,740,814	7,026,985	6,939,431	1,997,693
Sales and services	681,070	866,865	986,966	1,012,714	1,060,083	1,711,033	2,022,702	2,216,557	2,168,914	4,136,183
Investment earnings	67,444	37,114	(38,533)	14,110	19,284	13,788	77,856	201,307	721,510	1,242,695
Other revenues	657,479	133,595	78,601	780	84,331	4,113	547,099	2,826,663	1,774,256	760,681
Total Revenues	71,611,022	71,068,145	76,357,893	73,272,864	87,173,211	83,205,705	85,320,633	91,221,771	91,149,106	94,444,060
<b>Expenditures</b>										
General Government	5,412,055	5,160,061	5,093,550	6,385,176	8,530,902	6,902,064	6,439,674	6,321,221	6,925,833	8,635,213
Public Safety	17,163,137	16,678,057	16,909,932	17,918,323	25,172,906	22,207,984	21,773,827	21,898,933	28,737,879	37,265,686
Transportation	255,941	252,396	32,212	32,212	32,212	42,631	50,075	41,599	54,582	67,566
Economic and physical development	2,530,557	2,342,461	4,422,695	2,390,529	2,367,984	2,725,553	2,400,436	2,125,886	2,771,483	3,084,281
Environmental protection	131,791	126,074	241,283	115,999	120,574	104,461	105,047	108,873	112,978	488,206
Human services	19,460,320	18,943,702	18,691,357	18,066,581	18,273,999	20,283,094	18,983,962	21,734,490	19,653,152	19,791,351
Cultural and recreational	1,798,895	1,794,555	1,681,714	1,929,893	1,772,233	2,339,972	2,077,150	5,313,207	2,943,451	3,087,798
Education	23,477,416	20,273,151	18,431,125	17,820,570	18,050,716	19,853,068	19,948,677	23,300,034	36,000,244	24,964,134
Aids and donations	244,268	276,009	265,545	255,134	253,182	280,585	282,884	477,042	281,705	-
Other expenses	1,879,228	1,803,424	2,011,018	1,796,117	1,716,744	1,487,955	1,469,788	1,611,686	1,630,814	-
Debt Service:										
Principal	5,659,999	4,891,824	4,552,465	4,399,933	11,472,731	5,060,490	5,011,167	4,761,167	5,543,333	6,355,000
Interest and other charges	3,131,548	2,880,469	2,676,041	2,481,213	2,211,632	1,287,714	1,081,981	890,807	1,570,638	2,430,906
Total Expenditures	81,145,155	75,422,183	75,008,937	73,591,680	89,975,815	82,575,571	79,624,669	88,584,946	106,226,093	106,170,141
Excess of revenues over (under) expenditures	(9,534,133)	(4,354,038)	1,348,956	(318,816)	(2,802,604)	630,134	5,695,964	2,636,825	(15,076,987)	(11,726,081)
<b>Other Financing Sources (Uses)</b>										
Gain/(loss) on disposal of assets										83,876
Transfers in	14,008,938	7,583,348	8,728,455	10,127,511	6,273,153	7,491,127	6,170,460	8,595,007	8,510,561	9,846,634
Transfers out	(13,756,258)	(7,174,666)	(8,253,133)	(9,708,867)	(5,856,563)	(7,090,221)	(5,749,042)	(9,134,685)	(8,606,078)	(9,888,565)
Issuance of debt	250,000	-	-	338,000	7,073,517	-	-	21,075,000	20,010,000	-
Lease principal payments	466,044	460,600	138,495	-	-	-	-	-	-	-
Total other financing sources (uses)	968,724	869,282	613,817	756,644	7,490,107	400,906	421,418	20,535,322	19,914,483	41,945
Net change in fund balances	\$ (8,565,409)	\$ (3,484,756)	\$ 1,962,773	\$ 437,828	\$ 4,687,503	\$ 1,031,040	\$ 6,117,382	\$ 23,172,147	\$ 4,837,496	\$ (11,684,136)

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

Table 5

**BURKE COUNTY, NORTH CAROLINA**  
**Assessed Value of Taxable Property**  
**Last Ten Fiscal Years**

<u>Fiscal Year</u>	<u>Real Property</u>	<u>Personal Property</u>	<u>Public Service Companies (1)</u>	<u>Total Taxable Assessed Value</u>	<u>Total Direct Tax Rate (2)</u>	<u>Estimated Actual Market Value (3)</u>
2010	5,335,105,069	1,208,914,394	183,828,229	6,727,847,692	0.520	6,727,847,692
2011	5,381,184,035	1,204,799,876	181,207,434	6,767,191,345	0.520	6,476,400,943
2012	5,413,307,614	1,122,129,705	201,007,104	6,736,444,423	0.520	5,865,428,318
2013	5,451,446,487	1,203,039,254	228,510,412	6,882,996,153	0.520	6,846,708,597
2014	(4) 4,878,822,675	(5) 1,155,969,001	215,312,709	6,250,104,385	0.680	6,142,608,732
2015	4,953,868,463	(5) 1,085,185,781	222,954,856	6,262,009,100	0.680	6,296,640,623
2016	4,980,609,649	1,260,195,412	243,102,733	6,483,907,794	0.680	6,759,703,705
2017	5,238,103,946	1,168,827,778	248,533,718	6,655,465,442	0.680	7,068,251,319
2018	5,296,190,556	1,604,352,580	262,245,785	7,162,788,921	0.695	7,607,042,912
2019	5,767,661,364	680,452,235	260,557,693	6,708,671,292	0.695	7,124,763,998

Source: Annual County Report of Valuation and Property Tax Levies

Notes:

(1) Present use value property is agricultural, horticultural and forestland for which the owner has applied for the property to be taxed at its present use. The difference in taxes on the present use basis and the taxes that would have been payable are a lien on the property and are deferred. The taxes become due if the property ceases to qualify for present use value. The preceding three fiscal years taxes are then required to be paid.

(1) Public service companies valuations are provided to the County by the North Carolina Department of Revenue. These amounts include both real and personal property.

(2) Per \$100 of value.

(3) The estimated market value is calculated by dividing the assessed value by an assessment-to-sales ratio determined by the State Department of Revenue. The ratio is based on actual property sales which took place during the fiscal year.

(4) Property in Burke County is on a four year cycle for reappraisal. However, the Board of Commissioners have postponed the reappraisal by two years which has resulted in a 6 year reappraisal. The last reappraisal was on January 1, 2019 and was the basis for fiscal year 2020 taxes.

(5) Corrected valuation due to exemptions included in the original reported amounts.

Table 6

**BURKE COUNTY, NORTH CAROLINA  
Direct and Overlapping Property Tax Rates  
Last Ten Fiscal Years**

	2010	2011	2012	2013	2014 (1)	2015	2016	2017	2018	2019
<b>County Direct Rates</b>										
Burke County	\$0.5200	\$0.5200	\$0.5200	\$0.5200	\$0.6800	\$0.6800	\$0.6800	\$0.6800	\$0.6950	\$0.6950
<u>Municipality Rates:</u>										
City of Hickory	0.5000	0.5000	0.5000	0.5000	0.5000	0.5000	0.5665	0.5665	0.5665	0.5875
City of Morganton	0.4600	0.4600	0.4600	0.4800	0.5300	0.5300	0.5300	0.5300	0.5700	0.5700
Special Downtown Morganton	0.1400	0.1400	0.1400	0.1400	0.1400	0.1400	0.1400	0.1400	0.1400	0.1400
Town of Connelly Springs	0.1300	0.1300	0.1300	0.1300	0.1300	0.0500	0.0500	0.0500	0.0500	0.0500
Town of Drexel	0.3200	0.3200	0.3200	0.3200	0.3800	0.3800	0.3800	0.3800	0.3800	0.3800
Town of Glen Alpine	0.2700	0.2700	0.2700	0.3000	0.3000	0.3000	0.4050	0.4050	0.3700	0.3500
Town of Hildebran	0.2220	0.2220	0.2220	0.2220	0.2220	0.1500	0.1500	0.1500	0.1500	0.1500
Town of Long View	0.4000	0.4000	0.4000	0.4000	0.4200	0.4200	0.4200	0.5200	0.5700	0.5700
Town of Rhodhiss	0.5500	0.5500	0.5500	0.5500	0.5500	0.5500	0.5500	0.5500	0.5500	0.5500
Town of Rutherford College	0.1800	0.1800	0.1800	0.1800	0.1800	0.1000	0.1000	0.1000	0.1000	0.1200
Town of Valdese	0.4000	0.4000	0.4000	0.4000	0.4850	0.4850	0.4850	0.5450	0.5450	0.5450
<u>Fire Districts:</u>										
Brendletown	0.0660	0.0660	0.0660	0.0660	0.0800	0.0800	0.0800	0.0800	0.0800	0.0800
Carbon City	0.0740	0.0740	0.0740	0.0740	0.0800	0.0800	0.0800	0.0800	0.0800	0.0800
Chesterfield	0.0800	0.0800	0.0800	0.0800	0.0800	0.0800	0.0800	0.0800	0.0900	0.0900
Drowning Creek	0.1020	0.1020	0.1020	0.1020	0.1200	0.1200	0.1200	0.1200	0.1200	0.1200
Enola	0.0920	0.0920	0.0920	0.0920	0.1050	0.1050	0.1050	0.1050	0.1050	0.1050
George Hildebran	0.0680	0.0680	0.0680	0.0680	0.0900	0.0900	0.0900	0.0900	0.1100	0.1100
Glen Alpine	0.0600	0.0600	0.0600	0.0600	0.0600	0.0600	0.0800	0.0800	0.0800	0.0800
Icard	0.0720	0.0720	0.0720	0.0720	0.0880	0.0880	0.0880	0.0880	0.1000	0.1000
Jonas Ridge	0.1200	0.1200	0.1200	0.1200	0.1350	0.1350	0.1350	0.1350	0.1350	0.1350
Lake James	0.0600	0.0600	0.0600	0.0600	0.0800	0.0800	0.0800	0.0800	0.0800	0.0800
Longtown	0.1500	0.1500	0.1500	0.1500	0.1500	0.1500	0.1500	0.1200	0.1200	0.1200
Lovelady	0.0800	0.0800	0.0800	0.0800	0.0950	0.0950	0.0950	0.0950	0.1050	0.1050
Oak Hill	0.0800	0.0800	0.0800	0.0800	0.0800	0.0900	0.0900	0.0900	0.0900	0.0900
Salem	0.0580	0.0580	0.0580	0.0580	0.0650	0.0650	0.0650	0.0650	0.0700	0.0700
Smokey Creek	0.0880	0.0880	0.0880	0.0880	0.0880	0.1180	0.1180	0.1180	0.1180	0.1180
South Mountain	0.1130	0.1130	0.1130	0.1130	0.1360	0.1360	0.1360	0.1360	0.1360	0.1360
Triple Community	0.0710	0.0710	0.0710	0.0710	0.0780	0.0780	0.0780	0.0780	0.0780	0.0780
West End	0.0700	0.0700	0.0700	0.0700	0.1000	0.1000	0.1000	0.1000	0.1000	0.1100

(1) Revaluation years.

(2) The rates are shown per \$100 of taxable value. All taxable property is subject to the county-wide tax. Real property is reappraised at 100% of

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

**BURKE COUNTY, NORTH CAROLINA**  
**Principal Property Tax Payers,**  
**Current Year and Ten Years Ago**

Taxpayer	Type of Business	Fiscal Year 2019			Fiscal Year 2010		
		Assessed Valuation	Rank	Percentage of Total Assessed Valuation	Assessed Valuation	Rank	Percentage of Total Assessed Valuation
Duke Energy Corp	Electric utility	\$ 147,681,906	1	2.20%	\$ 88,891,638	1	1.32%
Continental Automotive Systems	Tire manufacturing	109,594,997	2	1.63%	85,267,238	2	1.27%
Rutherford EMC	Electric membership co-op	37,273,322	3	0.56%	32,771,005	5	0.49%
SGL Carbon LLC	Carbon manufacturing	37,056,270	4	0.55%	38,441,993	4	0.57%
ARCP MT Morganton NC LLC	Retail	30,686,556	5	0.46%	-	-	0.00%
Case Farms Processing Inc.	Poultry processing	30,299,545	6	0.45%	-	-	0.00%
Piedmont Natural Gas Company, Inc.	Gas utility	26,728,032	7	0.40%	-	-	0.00%
Sieren North America LLC	Manufacturing	26,345,045	8	0.39%	-	-	0.00%
Leviton Mfg. Co. Inc.	Manufacturing	25,639,534	9	0.38%	20,308,536	10	0.30%
Grace Hospital Properties	Real Estate	23,447,044	10	0.35%	-	-	0.00%
Carolina Centers LLC	Land development	-	-	0.00%	41,114,408	3	0.61%
Sypris Technologies Inc.	Manufacturing	-	-	0.00%	25,827,138	7	0.38%
HDM Furniture Industries, Inc.	Furniture manufacturing	-	-	0.00%	24,303,536	8	0.36%
Viscotec	Automotive parts manufacturing	-	-	0.00%	27,872,498	6	0.41%
Bellsouth Telephone Company	Telephone utility	-	-	0.00%	21,917,116	9	0.33%
Totals		<u>\$ 494,752,251</u>		<u>7.37%</u>	<u>\$ 406,715,106</u>		<u>6.05%</u>

Table 8

**BURKE COUNTY, NORTH CAROLINA**  
**Property Tax Levies and Collections**  
**Last Ten Fiscal Years**

Fiscal Year	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Original Levy		Amount	Percentage of Adjusted Levy
2010	35,047,688	33,877,694	96.66%	1,122,322	35,000,016	99.86%
2011	34,917,206	33,723,870	96.58%	1,132,564	34,856,434	99.83%
2012	35,089,376	33,948,471	96.75%	1,080,538	35,029,009	99.83%
2013	35,791,580	34,511,075	96.42%	1,200,822	35,711,897	99.78%
2014	43,900,065	42,807,902	97.51%	986,212	43,794,114	99.76%
2015	44,127,461	43,203,344	97.91%	829,641	44,032,985	99.79%
2016	44,151,751	43,289,007	98.05%	751,956	44,040,963	99.75%
2017	45,340,513	44,465,034	98.07%	721,400	45,186,434	99.66%
2018	49,861,915	49,154,063	98.58%	450,850	49,604,913	99.48%
2019	46,841,472	45,998,431	98.20%	-	45,998,431	98.20%

Source: Burke County Tax Department

**BURKE COUNTY, NORTH CAROLINA**  
**Ratios of Outstanding Debt by Type**  
**Last Ten Fiscal Years**

Fiscal Year	Governmental Activities			Business-Type Activities	Total Primary Government	Per Capita (1)	Percentage of Personal Income (1)
	General Obligation Bonds	Certificates of Participation	Installment Loans	Installment Loans			
2010	4,765,000	46,395,000	12,208,883	415,941	63,784,824	703	2.60%
2011	4,375,000	43,490,000	10,612,058	374,077	58,851,135	649	2.36%
2012	3,975,000	40,585,000	9,434,821	332,214	54,327,035	604	2.10%
2013	3,570,000	37,680,000	8,682,888	290,350	50,223,238	562	1.95%
2014	3,235,000	37,720,000	7,705,157	248,487	48,908,644	551	1.83%
2015	2,770,000	34,350,000	6,470,667	211,739	43,802,406	493	1.57%
2016	2,305,000	30,985,000	5,289,500	169,875	38,749,375	436	1.34%
2017	1,840,000	48,670,000	4,383,333	157,741	55,051,074	611	1.81%
2018	1,425,000	64,290,000	3,645,000	145,607	69,505,607	776	2.20%
2019	1,020,000	58,995,000	2,990,000	133,473	63,138,473	*	*

\* Information not yet available

Notes: Details regarding the county's outstanding debt can be found in the notes to the financial statements.

(1) See Table 13 for personal income and population data. These ratios are calculated using personal income and population the prior calendar year.

**BURKE COUNTY, NORTH CAROLINA**  
**Ratios of Net General Bonded Debt Outstanding**  
**Last Ten Fiscal Years**

<b>Fiscal Year</b>	<b>General Obligation Bonds</b>	<b>Premiums/ Discounts</b>	<b>Total General Obligation Debt</b>	<b>Percentage of Personal Income(1)</b>	<b>Percentage of Actual Taxable Value of Property(2)</b>	<b>Per Capita(1)</b>
2010	4,765,000	0	4,765,000	0.19%	0.19%	176
2011	4,375,000	0	4,375,000	0.18%	0.18%	162
2012	3,975,000	0	3,975,000	0.15%	0.15%	145
2013	3,570,000	0	3,570,000	0.14%	0.14%	124
2014	3,235,000	0	3,235,000	0.12%	0.12%	112
2015	2,770,000	0	2,770,000	0.10%	0.10%	92
2016	2,305,000	0	2,305,000	0.08%	0.08%	73
2017	1,840,000	0	1,840,000	0.06%	0.04%	57
2018	1,425,000	0	1,425,000	0.05%	0.02%	42
2019	1,020,000	0	1,020,000	*	0.02%	29

Notes: Details regarding the County's outstanding debt can be found in the Notes to the Financial Statements.

(1) See Table 13 for personal income and population data. These ratios are calculated using personal income and population for the prior calendar year.

(2) See Table 5 for property value data.

\* not available

Table 11

**BURKE COUNTY, NORTH CAROLINA  
Legal Debt Margin Information  
Last Ten Fiscal Years**

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Assessed Value of Property	\$ 6,727,847,692	\$ 6,767,191,345	\$ 6,736,444,423	\$ 6,882,996,153	\$ 6,445,976,324	\$ 6,477,527,647	\$ 6,483,907,794	\$ 6,655,465,442	\$ 7,162,788,921	\$ 6,708,671,292
Debt Limit, 8% of Assessed Value (Statutory Limitation)	538,227,815	541,375,308	538,915,554	550,639,692	515,678,106	518,202,212	518,712,624	532,437,235	573,023,114	536,693,703
Amount of Debt Applicable to Limit										
General obligation debt	4,765,000	4,375,000	3,975,000	3,570,000	3,235,000	2,770,000	2,305,000	1,840,000	1,425,000	1,020,000
Installment Purchases	58,603,883	54,102,058	50,019,821	46,362,888	45,425,157	40,820,667	36,274,500	53,053,333	67,935,000	61,985,000
Total net debt applicable to limit	63,368,883	58,477,058	53,994,821	49,932,888	48,660,157	43,590,667	38,579,500	54,893,333	69,360,000	63,005,000
Legal Debt Margin	\$ 474,442,991	\$ 482,506,170	\$ 484,583,402	\$ 495,729,145	\$ 437,469,463	\$ 474,399,806	\$ 479,452,837	\$ 477,543,902	\$ 503,663,114	\$ 473,688,703
Total net debt applicable to the limit as a percentage of debt limit	11.77%	10.80%	10.02%	9.07%	9.44%	8.41%	7.44%	10.31%	12.10%	11.74%

Note: NC Statute GS 159-55 limits the county's outstanding debt to 8% of the appraised value of property subject to taxation. The following deductions are made from gross debt to arrive at net debt applicable to the limit: money held for payment of principal; debt incurred for water, sewer, gas, or electric power purposes; uncollected special assessments, funding and refunding bonds not yet issued; and revenue bonds. The legal debt margin is the difference between the debt limit and the county's net debt outstanding applicable to the limit, and represents the County's legal borrowing authority.

Table 12

**BURKE COUNTY, NORTH CAROLINA**  
**Demographic and Economic Statistics**  
**Last Ten Fiscal Years**

<u>Year</u>	<u>Population (1)</u>	<u>Personal Income (1) (thousands of dollars)</u>	<u>Per Capita Personal Income (1)</u>	<u>Median Age (2)</u>	<u>Public School Enrollment (3)</u>	<u>Unemployment Rate (4)</u>
2010	90,687	2,450,364	27,020	40.9	13,918	13.40%
2011	90,712	2,492,065	27,472	41.4	13,742	12.70%
2012	89,995	2,584,080	28,714	41.7	13,389	10.80%
2013	89,386	2,571,128	28,764	42.1	13,266	9.50%
2014	88,807	2,676,314	30,136	42.4	13,404	6.80%
2015	88,842	2,794,772	31,458	42.7	13,180	5.80%
2016	88,851	2,891,036	32,538	42.9	12,360	5.00%
2017	90,127	3,041,519	33,747	43.3	12,113	4.00%
2018	89,519	3,156,887	35,265	40.1	12,497	3.57%
2019	90,912	*	*	43.7	12,140	3.56%

\* Information not available.

Notes:

- (1) Information obtained from U. S. Bureau of Economic Analysis
- (2) Information obtained from N. C. State Data Center
- (3) Information obtained from N. C. Department of Public Instruction.
- (4) Information obtained from N. C. Employment Security Commission

Table 13

**BURKE COUNTY, NORTH CAROLINA**  
**Full-time Equivalent County Government Employees by Function**  
**Last Ten Fiscal Years**

<b>Function/Program</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
General government	55.3	52.3	51.3	45.3	47.3	51.3	52.3	53.3	53.3	53.3
Public safety	182	186	187	182	193	211	213	216	208	217
Transportation	0	0	0	0	0	0	0	0	0	0
Human services	202	195	188	193	192	187	206	215	220	224
Cultural and Recreational	27	27	26	25	25	26	26	26	26	27
Environmental Protection	2	2	2	2	2	2	2	2	2	2
Economic and Physical Development	17	18	11	12	11	10	12	9	9	9
Enterprise	19.7	18.7	18.7	18.7	19.7	18.7	18.7	19.7	19.7	19.7
<b>Total</b>	<b>505</b>	<b>499</b>	<b>484</b>	<b>478</b>	<b>490</b>	<b>506</b>	<b>530</b>	<b>541</b>	<b>538</b>	<b>552</b>

Table 14

**BURKE COUNTY, NORTH CAROLINA**  
**Capital Asset Statistics by Function/Program**  
**Last Ten Fiscal Years**

<u>Function/Program</u>	Fiscal Year									
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
General Government										
County Government buildings	22	22	22	22	22	24	25	25	26	26
Public Safety										
Sheriff										
Centers	1	1	1	1	1	1	1	1	1	1
Squad Cars	61	76	76	84	87	97	100	87	87	87
Downtown jail										
Sq footage	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000
Total bed count	60	60	60	60	60	60	60	60	60	60
Emergency medical service										
Quick response vehicles	3	3	3	1	3	1	4	4	4	4
Advanced life support vehicles	14	16	16	14	14	13	14	15	16	16
Stations	6	6	6	6	6	7	7	7	8	8
Human services										
Health Department Locations	1	1	1	1	1	1	1	1	1	1
Culture and recreation										
Total acreage-all parks	176	176	176	164	164	164	164	164	474	474
Number of parks	5	5	5	4	4	4	4	4	4	6
Solid waste disposal facility										
Number of collection sites	5	5	5	5	6	6	6	6	6	6

**Source:** Various County departments.

# COMPLIANCE SECTION

**Lowdermilk Church & Co., L.L.P.**  
*Certified Public Accountants*

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**Independent Auditors' Report On Internal Control Over Financial Reporting And On  
 Compliance And Other Matters Based On An Audit Of Financial Statements  
 Performed In Accordance With Government Auditing Standards**

To the Board of Commissioners of  
 Burke County  
 Morganton, North Carolina

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Burke County, North Carolina as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise Burke County, North Carolina's basic financial statements, and have issued our report thereon dated January 24, 2020. Our report includes a reference to other auditors who audited the financial statements of Burke County Tourism Development Authority, as described in our report on Burke County, North Carolina's financial statements. This report does not include the results of the other auditors' testing of internal control over financial reporting or compliance and other matters that are reported on separately by those auditors. The financial statements of Burke County Tourism Development Authority were not audited in accordance with Government Auditing Standards.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered Burke County, North Carolina's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Burke County, North Carolina's internal control. Accordingly, we do not express an opinion on the effectiveness of Burke County, North Carolina's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that have not been identified. Given these limitations, during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs that we consider to be significant deficiencies. 2019-001.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Burke County, North Carolina's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance or other matters that are required to be reported under Government Auditing Standards and which are described in the accompanying schedule of findings and questioned costs as item 2019-002.

### **Burke County, North Carolina's Response to Findings**

Burke County, North Carolina's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. Burke County, North Carolina's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Lowdermilk Church & Co., L.L.P.*

Morganton, North Carolina  
January 24, 2020

**Lowdermilk Church & Co., L.L.P.**  
*Certified Public Accountants*

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**Independent Auditors' Report On Compliance For Each Major Federal Program  
 And On Internal Control Over Compliance Required By The Uniform Guidance  
 And the State Single Audit Implementation Act**

To the Board of Commissioners of  
 Burke County  
 Morganton, North Carolina

**Report on Compliance for Each Major Federal Program**

We have audited Burke County, North Carolina's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* and the *Audit Manual for Governmental Auditors in North Carolina*, issued by the Local Government Commission, that could have a direct and material effect on each of Burke County, North Carolina's major federal programs for the year ended June 30, 2019. Burke County, North Carolina's major federal programs are identified in the summary of the auditor's results section of the accompanying schedule of findings and questioned costs.

**Management's Responsibility**

Management is responsible for compliance with the requirements of federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

**Auditors' Responsibility**

Our responsibility is to express an opinion on compliance for each of Burke County, North Carolina's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and the audit requirements of Title 2 *U.S. Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and the State Single Audit Implementation Act. Those standards, the Uniform Guidance and the State Single Audit Implementation Act require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Burke County, North Carolina's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Burke County, North Carolina's compliance.

**Opinion on Each Major Federal Program**

In our opinion, Burke County, North Carolina complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2019.

## Other Matters

The results of our auditing procedures disclosed instances of noncompliance, which are required to be reported in accordance with the Uniform Guidance and which are described in the accompanying schedule of findings and questioned costs as item 2019-002. Our opinion on each major federal program is not modified with respect to these matters.

Burke County, North Carolina's response to the noncompliance findings identified in our audit is described in the accompanying schedule of findings and questioned costs. Burke County, North Carolina's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

## Report on Internal Control over Compliance

Management of Burke County, North Carolina, is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Burke County, North Carolina's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program, and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Burke County, North Carolina's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be significant deficiencies or material weaknesses and, therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, we did identify certain deficiencies in internal control over compliance, as described in the accompanying schedule of findings and questioned costs as item 2019-002 that we consider to be significant deficiencies.

Burke County, North Carolina's response to the internal control over compliance findings identified in our audit is described in the accompanying schedule of findings and questioned costs. Burke County, North Carolina's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*Lowdermilk Church & Co., L.L.P.*

Morganton, North Carolina  
January 24, 2020

**Lowdermilk Church & Co., L.L.P.**  
*Certified Public Accountants*

121 N. Sterling Street  
 Morganton, North Carolina 28655  
 Phone: (828) 433-1226  
 Fax: (828) 433-1230

**Independent Auditors' Report On Compliance For Each Major State Program  
 And On Internal Control Over Compliance Required By The Uniform Guidance  
 And The State Single Audit Implementation Act**

To the Board of Commissioners of  
 Burke County  
 Morganton, North Carolina

**Report on Compliance for Each Major State Program**

We have audited Burke County, North Carolina's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* and the *Audit Manual for Governmental Auditors in North Carolina*, issued by the Local Government Commission, that could have a direct and material effect on each of Burke County, North Carolina's major State programs for the year ended June 30, 2019. Burke County, North Carolina's major State programs are identified in the summary of the auditor's results section of the accompanying schedule of findings and questioned costs.

**Management's Responsibility**

Management is responsible for compliance with the requirements of State statutes, regulations, and the terms and conditions of its State awards applicable to its State programs.

**Auditors' Responsibility**

Our responsibility is to express an opinion on compliance for each of Burke County, North Carolina's major State programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and the applicable sections of Title 2 *U.S. Code of State Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), as described in the *Audit Manual for Governmental Auditors in North Carolina*, and the State Single Audit Implementation Act. Those standards, and the Uniform Guidance and the State Single Audit Implementation Act, require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major State program occurred. An audit includes examining, on a test basis, evidence about Burke County, North Carolina's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major State program. However, our audit does not provide a legal determination of Burke County, North Carolina's compliance.

## Opinion on Each Major State Program

In our opinion, Burke County, North Carolina complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major State programs for the year ended June 30, 2019.

## Report on Internal Control over Compliance

Management of Burke County, North Carolina is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Burke County, North Carolina's internal control over compliance with the types of requirements that could have a direct and material effect on each major State program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major State program, and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Burke County, North Carolina's internal control over compliance.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a State program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a State program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a State program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*Lowdermilk Church & Co., L.L.P.*

Morganton, North Carolina  
January 24, 2020

**BURKE COUNTY, NORTH CAROLINA**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
For the Year Ended June 30, 2019

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**I. Summary of Auditor's Results**


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**Financial Statements**

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP

Unmodified

Internal control over financial reporting:

Material weakness identified?  Yes  No

Significant deficiency identified that is not considered to be material weaknesses  Yes  None reported

Noncompliance material to financial statements noted  Yes  No

**Federal Awards**

Internal control over major Federal programs:

Material weakness identified?  Yes  No

Significant deficiencies identified that are not considered to be material weaknesses  Yes  None reported

Type of auditor's report issued on compliance for major Federal programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)?  Yes  No

Identification of major Federal programs:

<u>Program Name</u>	<u>CFDA#</u>
Community Development Block Grants	14.228
Medicaid Assistance Program - Administration	93.778
Foster Care and Adoption Cluster	93.658 & 93.659
TANF	93.558

Dollar threshold used to distinguish between Type A and Type B Programs: \$750,000

Auditee qualified as low-risk auditee  Yes  No

**State Awards**

Internal control over major State programs:

Material weakness identified?  Yes  No

Significant deficiency identified that is not considered to be material weaknesses  Yes  None reported

Type of auditor's report issued on compliance for major State programs: Unmodified

Any audit findings disclosed that are required to be reported in accordance with the State Single Audit Implementation Act  Yes  No

Identification of major State programs:

State Foster Care Benefits Program  
Foster Care and Adoption Cluster  
Rural Center Development Grant

Attachment: Burke County Audited Financial Statements FY 18-19 (2019) : Finance - Presentation of FY 18-19 Audit)

**BURKE COUNTY, NORTH CAROLINA**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
For the Year Ended June 30, 2019

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**II. Financial Statement Findings**

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Finding 2019-001

Criteria: GAAP reporting requires premium received on installment debt be amortized in the government-wide financial

Condition: In the current year it was discovered that the premiums received with the 2017 LOBs and the 2018 LOBs did not get reported. The amount of total premiums is \$3,900,108 which is a material amount and required a prior year adjustment to correct the records.

Context: While performing internal control procedures, staff noted the condition.

Effect: Government-wide liabilities were understated.

Cause: Finance Director failed to properly review financial statements for FY 16-17 and 17-18.

Recommendation: Additional review of financial statements should be performed.

Name of Contact Person: Margaret Pierce, Deputy County Manager/Finance Director

Corrective Action/Management's Response: Management concurs. Management has since added review process on new loans to insure all information is reported correctly in the appropriate fiscal year.

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**III. Federal Award Findings and Questioned Costs**

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US Department of Health and Human Services

Passed Through the NC Department of Health and Human Services

Program Name: Title IV-E Adoption Assistance - Direct Benefit Payment

CFDA # 93.659

Grant Number: 1901NCFOST

Finding 2019-002

Significant Deficiency/Non-compliance

Criteria: In accordance with 45 CFR 1355-1356 and in the State law NCGS 180-A-49, the requirement applicable in this case, applicant files should contain certain eligibility forms.

Condition: One case did not include all of the required forms.

Questioned Costs: \$6,972. This amount was determined by totaling all the aid received by the case.

Context: Of the 240 case files, we examined 24 and determined one case file did not contain a signed adoption assistance agreement.

Effect: One applicant received assistance for which they may not have been eligible.

Cause: Adoption assistance agreements are currently scanned into a paperless system. Accordingly, the County's system of review did not detect these errors in a timely manner.

Identification of a repeat finding: This is a repeat finding from the immediate previous audit - 2018-001.

Recommendation: Procedures should continue to ensure all required forms are completed and are included in the scanning

Name of Contact Person: Korey Wellman-Fisher, DSS Director

Views of responsible officials and planned corrective actions: The County agrees with the finding and will implement adequate checks and balances to ensure this problem does not recur.

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**IV. State Award Findings and Questioned Costs**

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None reported.

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



Kenneth B. Steen, County Manager  
 Kay H. Draughn, Clerk to the Board  
 J. R. Simpson, II, County Attorney  
 Kania Law Firm, P.A., Tax Attorney

**Corrective Action Plan  
 For the Year Ended June 30, 2019**

**Section II. Financial Statement Findings**

**Finding 2019-1**

Name of Contact Person: Margaret Pierce, Burke County Finance Director

Corrective Action: Process for including premium amortization in financial report has been reviewed with staff. New review procedures have been implemented for future debt issues to insure inclusion of necessary data in government-wide financial reporting.

Proposed Completion  
 Date: January 17, 2020

**Section III. Federal Award Findings and Questioned Costs**

**Finding 2019-2**

Name of Contact Person: Korey Fisher- Wellman, Burke County Department of Social Services Director  
 Kathy Craig, Service Program Administrator

Corrective Action: The DSS Director will review the case file with error with the Service Program Administrator to ensure clear understanding of finding. The Service Program Administrator will conduct periodic reviews on a selection of case files to ensure a required procedures are followed in a timely basis.

Proposed Completion  
 Date: January 23, 2020

**Section IV. State Award Findings and Questioned Costs**

None reported.

Attachment: Burke County Audited Financial Statements FY 18-19 (2019 : Finance - Presentation of FY 18-19 Audit)

**BURKE COUNTY, NORTH CAROLINA**  
**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS**  
For the Year Ended June 30, 2019

**Finding 2018-001**

Status: Document review has improved with 5 cases cited previously. Staff will continue review of procedures.

**Burke County, North Carolina**  
 Schedule of Expenditures of Federal and State Awards  
 For the Year Ended June 30, 2019

Grantor/Pass-Through Grantor/Program/Cluster Title	Federal CFDA Number	Pass-Through Grantor's Number	Federal (Direct & Pass- Through) Expenditures	State Expenditures	Passed-through to Subrecipients	Local Expenditures
<b>Federal Awards:</b>						
<b>U.S. Department of Agriculture</b>						
Passed-through the N.C. Department of Health and Human Services:						
Division of Social Services:						
State Administrative Matching Grants for the Supplemental Nutrition Assistance Program	10.561		\$ 710,131	\$ 672	\$ -	\$ 710,131
Division of Public Health:						
Administration:						
Special Supplemental Nutrition Program for Women, Infants, & Children (Note 5)	10.557		470,522	-	-	-
<b>Total U.S. Department of Agriculture</b>			<u>1,180,653</u>	<u>672</u>	<u>-</u>	<u>710,131</u>
<b>U.S. National Endowment for the Arts</b>						
Passed-through the Office of Library Services						
Library Services and Technology Act Program	45.100		19,572	-	-	-
<b>U.S. Environmental Protection Agency</b>						
Brownfield Assessment and Cleanup Cooperative Agreements	68.818	00D61017	140,071	-	-	-
<b>U.S. Department of Housing and Urban Development</b>						
Passed-through N.C. Department of Commerce						
Community Development Block Grants	14.228	18-00526	945,674	-	-	-
<b>U.S. Department of Homeland Security</b>						
Passed-through the N.C. Department of Public Safety:						
WNS Search and Rescue Exercise Grant	97.067	EMW-2017-SS-0085-S01	13,500	-	-	-
Emergency Management Performance Grant	97.042	EMA-2016-EP-00002-S01	54,899	-	-	54,899
<b>Total U.S. Department of Homeland Security</b>			<u>68,399</u>	<u>-</u>	<u>-</u>	<u>54,899</u>
<b>U.S. Department of Justice</b>						
Burke County Recovery Court Implementation	16.585	2018-DC-BX-0060	34,624	-	34,624	-
Passed-through the N.C. Department of Public Safety:						
Replacement and Surveillance Equipment	17.738	2017-DJ-BX-0130	24,497	-	-	-
<b>Total U.S. Department of Justice</b>			<u>59,121</u>	<u>-</u>	<u>34,624</u>	<u>-</u>
<b>U.S. Department of Health &amp; Human Services</b>						
Administration on Aging						
Aging Cluster:						
Passed-through Western Piedmont Council of Governments:						
Home and Community Care Block Grant (HCCBG) -						
Title III B - Access Services	93.044	18/19 AANCT3SS	10,961	645	-	20,336
90% State Funds						
Title III C1 - Congregate Nutrition	93.045	18/19 AANCT3CM	125,264	7,368	-	1,290
Title III C2 - Home Delivered Meals	93.045	18/19 AANCT3HD	-	39,511	-	14,737
Senior Center				38,782	-	-
Nutrition Services Incentive Program (NSIP)	93.053	18/19 AANCNSIP	20,667	-	-	-
Total Aging Cluster			<u>156,892</u>	<u>86,306</u>	<u>-</u>	<u>36,363</u>
Passed-through N.C. Department of Insurance:						
Seniors Health Insurance Information Program	93.779	90SAPG0027-03-01	2,596	-	-	-
Medicare Improvements for Patients and Providers Act	93.779	1801NCMISH-00	1,792	-	-	-
Administration for Children and Families						
Passed-through the N.C. Department of Health and Human Services:						
Division of Social Services:						
Family Reunification	93.556	1701NCFPSS & 1801NCFPSS	65,354	-	-	-
Temporary Assistance for Needy Families						
Administration	93.558	1802NCTANF & 1902NCTANF	765,754	-	-	694,626
Special Childrens Adoption	93.558	1801NCTANF & 1901NCTANF	44,360	-	-	-
Child Support Enforcement	93.563		649,742	-	-	334,715
Low-Income Home Energy Assistance Block Grant						
Administration	93.568	G18B1NCLIEA & G19B1NCLIEA	71,592	-	-	-
Direct Benefit Payments	93.568	G18B1NCLIEA & G19B1NCLIEA	388,123	-	-	-
Crisis Intervention Payments	93.568	G18B1NCLIEA & G19B1NCLIEA	435,920	-	-	-
Permanency Planning	93.645	G1601NCCWSS & G1701NCCWSS	18,467	-	-	6,156
Social Services Block Grant	93.667	G1801NCSOSR & G1801NCSOSR	526,566	3,743	-	166,448
Total Division of Social Services			<u>2,965,878</u>	<u>3,743</u>	<u>-</u>	<u>1,201,945</u>

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

**Burke County, North Carolina**  
 Schedule of Expenditures of Federal and State Awards  
 For the Year Ended June 30, 2019

Grantor/Pass-Through Grantor/Program/Cluster Title	Federal CFDA Number	Pass-Through Grantor's Number	Federal (Direct & Pass- Through) Expenditures	State Expenditures	Passed-through to Subrecipients	Local Expenditures
<b>Foster Care and Adoption Cluster (Note 3)</b>						
Title IV-E Foster Care	93.658	1801NCFOST	595,710	73,920	-	518,915
Adoption Assistance - Direct Benefit Payments	93.659	1801NCADPT	1,052,152	257,804	-	263,617
Adoption/Foster Care Special Provision	93.658	1801NCFOST	215,436	-	-	6,850
Total Foster Care and Adoption Cluster (Note 3)			<u>1,863,298</u>	<u>331,724</u>	<u>-</u>	<u>789,382</u>
<b>Subsidized Child Care (Note 5)</b>						
Child Care Development Fund Cluster						
Division of Social Services						
Child Care Development Fund - Administration	93.596		99,953	40,000	-	-
Total Subsidized Child Care Cluster			<u>99,953</u>	<u>40,000</u>	<u>-</u>	<u>-</u>
<b>Health Care Financing Administration</b>						
Passed-through the N.C. Department of Health and Human Services:						
Division of Social Services:						
Medical Assistance Program (Note 5)						
Administration	93.778	XIX-MAP19	2,323,272	16,240	-	845,151
Health Choice	93.767	CHIP19	65,209	-	-	-
Chafee Foster Care Independence Program	93.674	G1701NC1420 & G1801NC1420	30,090	4,837	-	-
Total Division of Medical Assistance			<u>2,418,571</u>	<u>21,077</u>	<u>-</u>	<u>845,151</u>
Passed-through the N.C. Department of Health and Human Services						
Division of Public Health:						
Project Grants for TB Control	93.116		50	-	-	-
HPP & PHEP	93.074		34,176	-	-	-
Immunization Grant	93.268		25,408	-	-	-
Maternal and Child Health Services Block Grant	93.994		55,467	-	-	-
Preventive Health and Health Service Block Grant	93.758		14,053	-	-	-
Sexually Transmitted Diseases Control Grant	93.977		100	-	-	-
Family Planning Services	93.217		39,171	-	-	-
Healthy Communities Activities	93.991		35,809	-	-	-
Temporary Assistance for Needy Families	93.558		12,588	-	-	-
Total Division of Public Health			<u>216,822</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total U.S. Department of Health &amp; Human Services</b>			<u>7,725,802</u>	<u>482,850</u>	<u>-</u>	<u>2,872,841</u>
<b>US Forestry Service</b>						
Passed-through the N.C. Department of Public Instruction:						
Timber Receipts		FY 2018 SRS	124,697	-	124,697	-
<b>Total Federal Awards</b>			<u>10,263,989</u>	<u>483,522</u>	<u>159,321</u>	<u>3,637,871</u>
<b>State Awards:</b>						
<b>N.C. Department of Health and Human Services</b>						
Division of Social Services						
Adoption Subsidy			-	415,761	-	92,614
Extended Foster Care Maximization			-	78,348	-	-
State Foster Home Maximization			-	464,613	-	464,613
State Foster Care Benefits Program			-	177,918	-	177,918
Total Division of Social Services			<u>-</u>	<u>1,136,640</u>	<u>-</u>	<u>735,145</u>
Division of Public Health:						
General			-	500	-	-
HIV/STD SSBG Aid			-	1,251	-	-
Gonorrhea Partner Services			-	18,741	-	-
Tuberculosis			-	1,610	-	-
Communicable Diseases			-	1,610	-	-
Child Health			-	279	-	-
Family Planning			-	36,455	-	-
Maternal Health			-	36,396	-	-
WHSF			-	9,815	-	-
School Nurse Funding Incentive			-	100,000	-	-
STD Drugs			-	250	-	-
General Aid to Counties			-	114,459	-	-
Food and Lodging Fees			-	8,283	-	-
Total Division of Public Health			<u>-</u>	<u>328,039</u>	<u>-</u>	<u>-</u>
<b>Total N.C. Department of Health and Human Services</b>			<u>-</u>	<u>1,464,679</u>	<u>-</u>	<u>735,145</u>

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

**Burke County, North Carolina**  
 Schedule of Expenditures of Federal and State Awards  
 For the Year Ended June 30, 2019

Grantor/Pass-Through Grantor/Program/Cluster Title	Federal CFDA Number	Pass-Through Grantor's Number	Federal (Direct & Pass- Through) Expenditures	State Expenditures	Passed-through to Subrecipients	Local Expenditures
<b>N.C. Department of Public Safety</b>						
Division of Emergency Management Hurricane Florence reimbursement			-	93,875	16,186	-
Division of Administration, Community Programs Juvenile Crime Prevention Council Programs		012-XXXX	-	317,894	317,894	108,073
<b>Total N.C. Department of Public Safety</b>			-	411,769	334,080	108,073
<b>N.C. Department of Commerce</b>						
Rural Center Development Grant - Project Rampart		2018-117-3201-2587	-	500,000	-	500,000
<b>N.C. Department of Cultural and Natural Resources</b>						
Recreational trails program		RTP2017-06P001	-	100,000	-	-
Recreational trails program		RTP2016-03P001	-	25,056	-	-
Division of State Library: Aid to Public Libraries Fund			-	142,529	-	-
<b>Total N.C. Department of Cultural and Natural Resources</b>			-	267,585	-	-
<b>N.C. Department of Agriculture and Consumer Services</b>						
Soil Conservation Assistance			-	3,600	-	-
Soil Conservation Technician Cost Sharing			-	26,820	-	26,820
Spay and Neuter Grant			-	13,351	13,351	-
<b>Total N.C. Department of Agriculture and Consumer Services</b>			-	43,771	13,351	26,820
<b>N.C. Department of Environmental Quality</b>						
Abandoned Mobile Home Grant		Contract 6885	-	2,500	-	250
<b>Total State Awards</b>			-	2,690,304	347,431	1,370,288
<b>Total Federal and State Awards</b>			\$ 10,263,989	\$ 3,173,826	\$ 506,752	\$ 5,008,159

**Notes to the Schedule of Expenditures of Federal and State Financial Awards:**

- Basis of Presentation:**  
 The accompanying schedule of expenditures of federal and State awards (SEFSA) includes the federal and State award activity of Burke County under the programs of the federal government and the State of North Carolina for the year ended June 30, 2019. The information in this SEFSA is presented in accordance with the requirements of Title 2 US Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and the State Single Audit Implementation Act. Because the Schedule presents only a selected portion of the operations of Burke County, it is not intended to and does not present the financial position, changes in net position or cash flows of Burke County.
- Summary of Significant Account Policies:**  
 Expenditures reported in the SEFSA are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.
- Indirect Cost Rate:**  
 Burke County has elected not to use the 10-percent de minimis indirect cost rate as allowed under the Uniform Guidance.
- The following are clustered by the NC Department of Health and Human Services and are treated separately for state audit requirement purposes:  
 Subsidized Child Care  
 Foster Care and Adoption
- Benefit Payments Issued by the State:**  
 The amounts listed below were paid directly to individual recipients by the State from federal and State moneys. County personnel are involved with certain functions, primarily eligibility determinations that cause benefit payments to be issued by the State. These amounts disclose this additional aid to County recipients that do not appear in the basic financial statements because they are not revenues and expenditures of the County.

Program Title	CFDA No.	Federal	State
Special Supplemental Nutrition Program for Women Infant and Children	10.557	470,522	-
Supplemental Nutrition Assistance Program	10.551	710,131	672
Temporary Assistance for Needy Families	93.558	1,066,637	(15)
Adoption Assistance	93.659	1,052,152	257,804
Child Care and Development Block Grant	93.575	188,428	-
Child Care and Development Fund Mandatory/Match	93.596	260,690	87,052
Foster Care - Title IV-E	93.658	1,611,146	483,720
Medical Assistance Program	93.778	89,229,311	45,921,479
Children's Health Insurance Program	93.767	2,589,856	-
Child Welfare Services Adoption		-	415,761
State / County Special Assistance program		-	594,702

Attachment: Burke County Audited Financial Statements FY 18-19 (2999 : Finance - Presentation of FY 18-19 Audit)

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**CONSENT AGENDA**

---

**Subject Title: BOC - Proclamation Declaring Youth in Government Day**

**Presented By: Johnnie W. Carswell**

**Summary of Information:** The month of April is designated as National County Government Month throughout the United States. For the past 20 years, as part of Burke County's participation in this annual event, students from the area high schools have been invited to spend a day with County staff touring County government facilities. Burke Middle College, Hallyburton Academy, and the Burke County Home School Educator Group were also invited to participate. Extension Director, Spring Williams-Byrd, has agreed to facilitate this event. The Board is asked to select a date for Youth in Government Day. Taking the school academic calendar and Ms. Byrd's availability into account, April 30<sup>th</sup> is the proposed date.

**Budgetary Effect: N/A**

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

**Suggested Motion: To designate April 30, 2020 or another selected date as Youth in Government Day in Burke County and adopt Proclamation No. 2020-02.**

**PROCLAMATION DECLARING APRIL 30, 2020  
AS “YOUTH IN GOVERNMENT DAY”**

**WHEREAS**, the young people of today are the City, County, State, and Federal Government leaders of tomorrow; and,

**WHEREAS**, the month of April is designated as National County Government Month throughout the United States; and,

**WHEREAS**, Student Government Associations from Draughn High School, East Burke High School, Freedom High School, and Patton High School were asked to sponsor a group of students in observance of National County Government Month; and,

**WHEREAS**, students from the Burke Middle College, Hallyburton Academy and the Burke County Home School Educator Group were invited to participate in this national event; and,

**WHEREAS**, the students will spend the day with County government officials. They will begin the day with an orientation, receive a tour of County facilities and operations and conclude with a luncheon with the County Commissioners; and,

**WHEREAS**, the Board of County Commissioners heartily endorses the project, commends the leaders, and thanks the students for their participation.

**NOW, THEREFORE**, the Burke County Board of Commissioners does hereby proclaim April as County Government Month in Burke County and designates April 30<sup>th</sup>, 2020 as “**YOUTH IN GOVERNMENT DAY IN BURKE COUNTY**”.

Adopted this 17<sup>th</sup> day of March 2020.

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

Attest:

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

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**CONSENT AGENDA**

---

**Subject Title: Clerk - NCDOT Secondary Roads Resolution**

**Presented By: Kay Draughn**

**Summary of Information:** NCDOT Engineering Technician, Morgan Long, requested an updated resolution reflecting the current membership of the Board for a resolution concerning the addition of secondary roads to the State Maintenance System. A draft resolution and the 2017 resolution are provided for the Board's consideration and reference.

**Budgetary Effect:** None.

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

**Suggested Motion: To adopt Resolution No. 2020-03.**

**BURKE COUNTY  
NORTH CAROLINA**

**A RESOLUTION FROM THE BURKE COUNTY BOARD OF COMMISSIONERS TO THE NORTH  
CAROLINA STATE DEPARTMENT OF TRANSPORTATION TO REQUEST THE ADDITION OF ROADS  
TO THE STATE MAINTAINED SECONDARY ROAD SYSTEM**

**WHEREAS**, petitions are from time to time filed with the Burke County Board of Commissioners for addition of roads to the North Carolina Department of Transportation State Maintenance System; and

**WHEREAS**, the Board of Commissioners does not investigate these petitioned roads for addition; and

**WHEREAS**, the Board of Commissioners relies on the North Carolina State Department of Transportation to investigate these petitioned roads and to determine if they meet the established standards and criteria for addition to the State Maintenance System.

**NOW, THEREFORE BE IT RESOLVED**, that the Burke County Board of Commissioners reaffirms its resolutions adopted on September 7, 2004, April 28, 2015 and March 21, 2017 requesting the Division of Highways to process all road additions without the further approval of the Board of Commissioners. Further, the Board reaffirms its request to receive notification of each addition to the State Maintenance System.

Adopted this 17<sup>th</sup> day of March 2020.

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

ATTEST:

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

**BURKE COUNTY  
NORTH CAROLINA**

**A RESOLUTION FROM THE BURKE COUNTY BOARD OF COMMISSIONERS TO THE NORTH CAROLINA STATE DEPARTMENT OF TRANSPORTATION TO REQUEST THE ADDITION OF ROADS TO THE STATE MAINTAINED SECONDARY ROAD SYSTEM**

**WHEREAS**, petitions are from time to time filed with the Burke County Board of Commissioners for addition of roads to the North Carolina Department of Transportation State Maintenance System; and

**WHEREAS**, the Board of Commissioners does not investigate these petitioned roads for addition; and

**WHEREAS**, the Board of Commissioners relies on the North Carolina State Department of Transportation to investigate these petitioned roads and to determine if they meet the established standards and criteria for addition to the State Maintenance System.

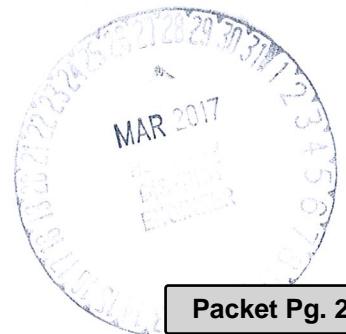
**NOW, THEREFORE BE IT RESOLVED**, that the Burke County Board of Commissioners reaffirms its resolutions adopted on September 7, 2004 and April 28, 2015 requesting the Division of Highways to process all road additions without the further approval of the Board of Commissioners. Further, the Board reaffirms its request to receive notification of each addition to the State Maintenance System.

Adopted this 21<sup>st</sup> day of March, 2017.

  
\_\_\_\_\_  
Jeffrey C. Brittain, Chairman  
Board of Commissioners

ATTEST:

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



**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**CONSENT AGENDA**

---

**Subject Title: Clerk - Board of Health Removal & Appointment (Revised)**

**Presented By: Kay Draughn**

**Summary of Information:** The removal of Michelle Freeman (Seat No. 5, Optometrist or private citizen) is requested. Ms. Freeman was unable to attend four (4) consecutive meetings due to her employment and she resigned in December. After the pre-agenda meeting, an application was received from Isaac Crouch. The approval of his appointment is requested to fill this vacancy.

**Budgetary Effect:** None.

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

**Suggested Motion:** To remove Michelle Freeman from the Board of Health (Seat No. 5, Optometrist or Private Citizen) and thank her for her service to the community.

To appoint Isaac Crouch to the Board of Health (Seat No. 5, Optometrist or Private Citizen) to complete the remainder of a 3-year term ending December 31, 2021.

**Board of Health  
11-Member Board  
All Appointed by the County  
Terms: 3-Year Terms  
3-Term Limit**

Seat No.	Position	Name-Address		Term
1	Pharmacist	Melinda Zimmerman 110 Oakland Court Valdese NC 29690	A	1/15/2013
			R	12/15/2015
			R	12/18/2018
			TE	12/31/2021
2	Commissioner	Johnnie Carswell 107 Drexel Road Morganton NC 28655	A	12/20/2016
			A	12/19/2017
			A	12/15/2018
			A	12/00/2019
			TE	12/31/2020
3	Veterinarian	Thomas Wallrichs P.O. Box 1006 Rutherford College NC 28671	A	12/17/2013
			R	12/15/2015
			R	12/18/2018
			TE	12/31/2021
4	Physician	Dr. Anthony Frank 224 Riverside Drive Morganton NC 28655	A	12/17/2019
			TE	12/31/2022
5	Optometrist Or Private Citizen	Michelle Freeman 6648 Roper Hollow Road Morganton NC 28655	A	1/15/2019
			TE	12/31/2021
6	Dentist	Dr. Nicholas Thomas 5357 Knollview Dr. Morganton NC 28680	A	12/19/2017
			TE	12/31/2020
7	Registered Nurse	Susan Bingham	A	12/16/2014

Attachment: Health Roster (3003 : Clerk - Board of Health Removal & Appointment)

		2294 Lighthouse Lane Connelly Springs NC 28612	R TE	12/19/2017 12/31/2020
8	Engineer	Sam King, Jr. 401 Poteat Drive Morganton NC 28655	A R R R TE	12/21/2010 12/17/2013 12/20/2016 12/17/2019 12/31/2020
9	At-Large	Carol Ervin Largent 429 Bost Road Morganton NC 28655	A-UT R R R TE	5/18/2010 12/3/2012 12/15/2015 12/18/2018 12/31/2021
10	At-Large	Connie Stines 6240 Watershed Road Morganton NC 28655	A-UT R TE	10/17/2017 12/19/2017 12/31/2020
11	At-Large	Adriana Morris 504 2nd Street Morganton NC 28655	A-UT R R TE	4/19/2016 12/20/2016 12/17/2019 12/31/2022

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

Attachment: Health Roster (3003 : Clerk - Board of Health Removal & Appointment)



**BURKE COUNTY  
APPOINTMENT APPLICATION  
BOARDS AND COMMITTEES**

Name: Isaac D. Crouch Date: 1/15/2020

Address: 213 Lenoir St.

City: Morganton State: NC Zip: 28655

Telephone: Home: n/a Business: 828-437-1277 ext 2

Cell: 828-446-8951 Email: icrouch@gmail.com

Occupation: Small Business Owner

Retired from: \_\_\_\_\_

How did you hear about this opportunity? general interest

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

If so, please identify the board or committee: \_\_\_\_\_

Community interest and activities:

Founded a non-profit community action group, provided bookkeeping services to many small local businesses

Created & produce local focused podcast, own Simply Green Recycling curbside pickup service

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. Tourism Development Authority
2. Board of Health
3. Animal Advisory

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

I am most likely younger than most board/committee members and therefore

I can provide a unique perspective.

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

As a native resident, small business owner, home owner, and father I have a strong investment in our future.

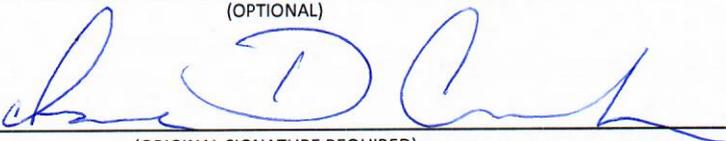
I am interested in playing a positive role in that future by actively participating in local government.

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

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

n/a

Remarks: I would be honored to serve on any board or committee, thank you for the consideration.

Signature:  (OPTIONAL)

(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: Isaac Crouch App (3003 : Clerk - Board of Health Removal & Appointment)

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**CONSENT AGENDA**

---

**Subject Title: Clerk - Appointment & Removals to Recreation Commission (Revised)**

**Presented By: Kay Draughn**

**Summary of Information:** The creation of a new seat (Seat No. 13) on the Recreation Commission is requested due to the opening of Mt. View Elementary School. An application from Jessica Whisnant was received and the 3-year term would end March 31, 2023.

With regard to the remainder of the Commission's seats, a number of challenges exists.

**Seat No. 1 - Forest Hill**

Brad Clark's removal is requested due to attendance issues. His unexpired term ends March 31, 2021 and there are no applications on file for this seat.

**Seat No. 2 - Glen Alpine**

Seat No. 2 is vacant. The term ends March 31, 2022. There are no applications on file.

**Seat No. 3 - Drexel**

Seat No. 3 is vacant, but an application was received from Mendel Derreberry. The term ends March 31, 2022.

**Seat No. 4 - Valdese / Rutherford College**

Seat No. 4 is occupied by Doug Knight. He is willing to serve another term and his application is on file. His term ends March 31, 2020.

**Seat No. 5 - George Hildebrand**

Seat No. 5 is vacant. The term ends March 31, 2021. There are no applications on file.

**Seat No. 6 - Hildebran / Icard**

Seat No. 6 was occupied by Tim Limbo. However, he has moved and a replacement is needed. The term for this seat ends March 31, 2020. There are no applications on file.

**Seat No. 7-- W.A. Young**

Seat No. 7 is occupied by Jason Black. His term has not expired; therefore, no action is requested for this seat.

**Seat No. 8 - Ray Childers**

Seat No. 8 is occupied by Justin Weidner. His removal is requested for attendance issues and the term for this seat ends March 31, 2020. There are no application on file at this time.

**Seat No. 9 - Mull**

Seat No. 9 was occupied by Tamela Agnor until she resigned. The term for this seat ends March 31, 2021 and there are no applications on file.

**Seat No. 10 - Oak Hill**

Seat No. 10 is occupied by Mo Beam. His term ends March 31, 2022; therefore, no action on this seat is requested.

**Seat No. 11 - Salem**

Seat No. 11 is occupied by Brandon Clontz. He is willing to serve another term according to Recreation staff, but an application has not been received. His term ends March 31, 2020.

**Seat No. 12 - Commissioner**

Seat No. 12 is occupied by Commissioner Mulwee. No action on this seat is requested.

The Clerk continually recruits for these vacancies and the News Herald has recently published two (2) notices in the Community Calendar section of the newspaper to solicit application.

**Budgetary Effect: NA**

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

**Suggested Motion:** To remove Brad Clark (Seat No. 1), Tim Limbo (Seat No. 6), Justin Weidner (Seat No. 8) and Tamela Agnor (Seat No. 9) and thank them for their service to the community.

To reappoint Doug Knight (Seat No. 4) and Brandon Clontz (Seat No. 11) to 3-year terms ending March 31, 2023, **subject to the receipt of appointment application for Mr. Clontz.**

**To appoint Mendel Derreberry (Seat No. 3) to complete an unexpired term ending March 31, 2022.**

**To approve the addition of Seat No. 13 (Mtn. View) and appoint Jessica Whisnant to a 3-year term ending March 31, 2023.**

Burke County Parks and Recreation Commission  
12-Members  
3-Year Terms  
County Code of Ordinance, Chapter 50, Article I

Seat No.	Elem. School District	Name-Address		Term
1	Forest Hill	Brad Clark Morganton NC 28655	A-UT	9/18/2018
			TE	3/31/2021
2	Glen Alpine	VACANT	A	3/31/2022
			R	
			TE	
3	Drexel	VACANT	A	3/31/2022
			TE	
4	Valdese / R. College	Doug Knight	A-UT	11/20/2018
			R	
			R	
			TE	3/31/2020
5	George Hildebrand	VACANT	A	3/31/2021
			TE	
6	Hildebran / Icard	Tim Limbo 1393 Airport Rhodhiss Rd. Hickory NC 28601	A	5/16/2017
			R	
			TE	3/31/2020
7	W. A. Young	Jason Black	A-UT	11/20/2018
			TE	3/31/2021

Attachment: Recreation Roster (3009 : Clerk - Appointment & Removals to Recreation Commission)

8	Ray Childers	Justin Weidner	A	10/20/2015
		P.O. Box 1418	R	5/16/2017
		Hildebran NC 28637	TE	3/31/2020

9	Mull	Tamela Agnor	A	11/18/2014
		221 Steakhouse Road	R	10/20/2015
		Morganton NC 28655	R	3/23/2018
			TE	3/31/2021

10	Oak Hill	Mo Beam	A-UT	9/18/2018
		1445 Avery Road	R	8/20/2019
		Morganton NC 28655	TE	3/31/2022

11	Salem	Brandon Clontz	A-UT	12/20/2016
		2250 Sunshine Lane	Removed	5/16/2017
		Morganton NC 28655	A-UT	12/19/2017
			TE	3/31/2020

12	County Commissioner	Scott Mulwee	A	5/16/2017
			R	12/19/2017
			R	12/1/2018
			R	12/1/2019
			TE	12/1/2020

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

Attachment: Recreation Roster (3009 : Clerk - Appointment & Removals to Recreation Commission)

BURKE COUNTY APPLICATION APPOINTMENT TO  
BOARDS AND COMMITTEES



Name: Jessica E. Whisenant Date: 12-5-19

Address: 100 Allman St.

City: Morganton State: NC Zip: 28655

Telephone: Home: \_\_\_\_\_ Business: \_\_\_\_\_

Cell: 828-409-4755 Email: coachjess88@gmail.com

Occupation: N/A (stay @ home MOM)

Retired from: \_\_\_\_\_

How did you hear about this opportunity? Deana Gates

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

If so, please identify the board or committee: Mountain View Athletics  
I serve as Treasurer

Community interest and activities: Recreational Sports and Community  
events/activities for Youth of Burke County

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.

Attachment: Jessica Whisnant Mountain View (3009 : Clerk - Appointment & Removals to Recreation Commission)

1. Recreation Board/Committee

2. \_\_\_\_\_

3. \_\_\_\_\_

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

NO  
\_\_\_\_\_  
\_\_\_\_\_

Revised Oct. 24, 2013

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

I am passionate about helping all Youth have opportunities to thrive throughout the county. I am motivated to learn more, help and grow with Parks and Recreation

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

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

N/A  
\_\_\_\_\_

Are you willing to abide by the Burke County Code of Ethics?  Yes  No

Remarks: Thank you for consideration!  
(OPTIONAL)

Signature: Jessica Whisnant  
(ORIGINAL SIGNATURE REQUIRED)

Attachment: Jessica Whisnant Mountain View (3009 : Clerk - Appointment & Removals to Recreation Commission)

I hereby resign my position as representative for Mull district on the Burke County Parks and Recreation Commission.

Tamela Agnor  
01/07/2020

BURKE COUNTY APPLICATION APPOINTMENT TO  
BOARDS AND COMMITTEES



Name: MENDELL DERREBERRY Date: 3/5/2020

Address: 2035 ZION Rd

City: MORGANTON, State: NC Zip: 28655

Telephone: Home: \_\_\_\_\_ Business: \_\_\_\_\_

Cell: 828-312-8586 Email: mderreberry@charter.net

Occupation: RETIRED

Retired from: MDI

How did you hear about this opportunity? LISA Butler

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

If so, please identify the board or committee: \_\_\_\_\_

Community interest and activities: recreation

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

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

Attachment: Mendel Derreberry App (3009 : Clerk - Appointment & Removals to Recreation Commission)

1. Recreation

2. \_\_\_\_\_

3. \_\_\_\_\_

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

no

Revised Oct. 24, 2013

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

help improve recreation in  
Burke County

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

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

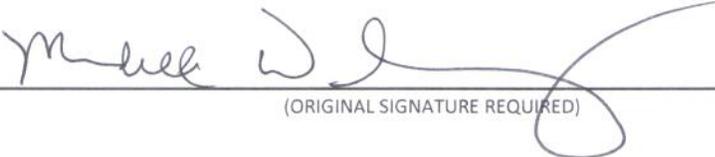
none

Are you willing to abide by the Burke County Code of Ethics?  Yes  No

Remarks:

\_\_\_\_\_  
(OPTIONAL)

Signature:

  
(ORIGINAL SIGNATURE REQUIRED)

Attachment: Mendel Derreberry App (3009 : Clerk - Appointment & Removals to Recreation Commission)

Return form to: Burke County  
Attn: Clerk to the Board  
P.O. Box 219  
Morganton NC 28680  
Email: [kav.draughn@burkenc.org](mailto:kav.draughn@burkenc.org)  
Phone: 828-764-9354 Fax: 828-764-9352



**BURKE COUNTY  
APPOINTMENT APPLICATION  
BOARDS AND COMMITTEES**

Name: Doug Knight Date: 3/9/2020

Address: 120 Philip Ave. NE

City: Valdese State: NC Zip: 28690

Telephone: Home:  Business: 828-874-6733

Cell: 828-201-5562 Email: dknight@valdesenc.gov

Occupation: Parks & Recreation Director

Retired from: \_\_\_\_\_

How did you hear about this opportunity? Presently Serving

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

If so, please identify the board or committee: Parks & Recreation Commission, JCPC

Community interest and activities:  
See prior Application

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

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

1. JCPC
2. Parks & Recreation Commission
3. \_\_\_\_\_

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

No

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

**Have been serving and wish to continue**

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

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

**None**

Remarks: \_\_\_\_\_  
(OPTIONAL)

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

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

Attachment: Doug Knight App (3009 : Clerk - Appointment & Removals to Recreation Commission)

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**CONSENT AGENDA**

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**Subject Title: CM - Sheriff's Vehicle Lease with Town of Hildebran**

**Presented By: Bryan Steen**

**Summary of Information:** In the past the Town of Hildebran and the County, by and through the Sheriff, executed a lease agreement for a motor vehicle to be used as a Sheriff's vehicle for the provision of law enforcement services by the Community Policing Deputy in the Town. Hildebran wants to continue the leasing arrangement and has purchased a new 2020 AWD Police Interceptor. In the 2008 lease agreement, which was extended to June 30, 2014, the lease fee was \$1, and the County provided the license tags, gasoline, maintenance and insurance on the vehicle.

**Budgetary Effect:** \$1,100+/- - funding should be available in the Sheriff's budget.

**County Manager's Recommendation:** Approval is recommended, pending review / revisions by the County Attorney.

**Suggested Motion:** To approve a lease agreement between Burke County and the Town of Hildebran for a motor vehicle for community policing law enforcement services in the Town of Hildebran. Further, authorize the County Manager to execute the lease on behalf of the Board, subject to review and/or revisions by the County Attorney.

**NORTH CAROLINA****BURKE COUNTY****LEASE OF MOTOR VEHICLE TO BE USED AS SHERIFF'S VEHICLE**

THIS LEASE AGREEMENT of Motor Vehicle is entered into this \_\_\_ day of \_\_\_\_\_ 2020 by and between the TOWN OF HILDEBRAN, hereafter referred to as "Lessor", and the COUNTY OF BURKE, hereafter referred to as "Lessee".

**WITNESSETH:**

WHEREAS, the parties desire to enter into an agreement for a motor vehicle to be used as a Sheriff vehicle, and the parties hereto wish by this Lease Agreement to set out the terms for the lease of the vehicle; and

WHEREAS, the Lessee desires to benefit from the use of the vehicle and any equipment described herein or described on Exhibit A attached hereto, to promote law enforcement;

NOW, THEREFORE, based on the sum of One (\$1.00) Dollar, paid by the Lessee to the Lessor, and the vehicle referred to hereafter and the forbearances on the part of the Lessor to make use of said vehicle during the term of the lease referred to herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby fully acknowledged, the parties do agree and covenant with each other as follows:

1. The Lessor will purchase a vehicle with a "police package" fully equipped patrol car ("the Vehicle"), together with the equipment as set forth on the list attached hereto as Exhibit A. The Vehicle shall be delivered and available for service by \_\_\_\_\_ 2020.
2. The Vehicle is to be used by the Community Policing Deputy, or his successor or other designated officer from the Burke County Sheriff s Department, primarily (both as to location and time) in the Town of Hildebran. The Community Policing Deputy and the Sheriff have discretion, within reason, to use the Vehicle outside of the Town limits of Hildebran for necessary law enforcement purposes but acknowledge that the primary purpose is use within the Town of Hildebran and its jurisdiction.
3. The Lessor shall retain title to the Vehicle at all times.

4. The Vehicle will be attached to the fleet of the Burke County Sheriff's Office and may be prepared in a manner consistent with the appearance scheme of that fleet, and in any event in a manner approved by the Sheriff of Burke County.
5. The Lessee shall pay a yearly leasehold fee to the Lessor in the amount of One (\$1.00) Dollar per year, payable on each anniversary date of this Agreement.
6. The Lessee will, at its sole expense, provide license tags, gas, maintenance and insurance on the Vehicle for the duration of the lease.
7. The Lessee shall be responsible for paying all highway use taxes, if any, from any source, on the Vehicle.
8. The Lessee shall also be required to pay for all liability, collision and comprehensive insurance coverage on the Vehicle, noting so far as is allowed that the Lessor is also a named insured on such policies. Lessee shall maintain liability, collision and comprehensive insurance coverage on the Vehicle in an amount not less than the amount of such insurance coverage maintained by the County upon comparable law enforcement vehicles in the fleet of the Burke County Sheriff's Department.
9. Upon termination of this lease, the ownership and control of the Vehicle shall remain solely with the Town of Hildebran. If the Lessor chooses to keep the Vehicle, all indicia and dress associating the Vehicle with the Lessee or the Burke County Sheriff's Department shall be removed. However, at the termination of this Lease, unless terminated due to uncorrected default by Lessee, then if the Lessor chooses not to keep the Vehicle, the Lessee shall have the option and first opportunity to purchase the Vehicle, and all its equipment, for the fair market value at the date of termination of this Lease.
10. Either party may terminate this Lease Agreement at any time by giving the other party sixty (60) days written notice of intention to terminate this Lease.
11. This Lease shall extend for four (4) years and the same shall be deemed to have begun on date first above written. The Lessee, however, shall have the right to extend the Lease and all of its terms and conditions for an additional period of one (1) year, by providing written notice to the Lessor at least thirty (30) days prior to the termination of this lease, and provided that all of the stated consideration, including payment of expenses, have been paid and continue to be paid

on a timely basis, and that all other commitments required of the Lessee have been met.

- 12. The Lessor reserves the right to inspect the Vehicle from time to time with certified mechanics, upon reasonable notice to the Lessee.
- ~~13.~~ No use shall be made of the Vehicle other than by the Community Policing Deputy or other Burke County Sheriff's Department deputies under the provision of Section 2, above.
- 14. During the term of this lease, the Vehicle shall be used only for law enforcement purposes.
- 15. In the event that the Vehicle is damaged during the term of this lease, but is repairable to return for the service anticipated by this lease, as determined in the discretion of the Lessee, the Lessee shall be responsible for making and paying for all of the costs of any repairs.
- 16. The Lessee shall give the Lessor notice, within 24 hours, of any damage occurring to the Vehicle during the term of this lease.
- 17. The Lessee shall cooperate fully with the Lessor and any insurance company or provider as to the Vehicle regarding the defense of any claim or legal action arising out of any damage to the Vehicle.
- 18. This Agreement is not to be assigned, nor the Vehicle sublet, without the written consent of the Lessor first obtained.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals as of the day and year first above written.

LESSOR:  
TOWN OF HILDEBRAN

By: \_\_\_\_\_  
Wendell Hildebrand, Mayor

ATTEST:  
  
\_\_\_\_\_  
Alice Sanders, CMC, NCCMC Town Clerk

[Signatures continued on following page.]

LESSEE:

COUNTY OF BURKE

By: \_\_\_\_\_

Johnnie Carswell, Chairman

ATTEST:

\_\_\_\_\_

KAY HONEYCUTT DRAUGHN, CMC, NCMCC

Clerk to the Board

**EXHIBIT A****Vehicle**

---

2020 Ford Police Interceptor Utility AWD

VIN# 1FM5K8AC9LGB76060

**Equipment**

---

1 – Arbitrator HD In Car Camera System (New or Transferred from Existing Vehicle)

- a) Panasonic Arbitrator MK3, HD Camera, 256GB SSD, Wireless 1 integrated option
- b) Panasonic 2.4GHz Wireless Microphone
- c) Panasonic Back Seat Camera w/ cable
- d) Panasonic G-Force Sensor w/ cables

1 – Motorola APX4500 7/800 In Car Radio System with the following configuration:

- a) 3Y Essential Service
- b) 3600 OR 9600 Trunking BAUD Single System
- c) 3DB Low-Profile Antenna
- d) Gateway RSM
- e) Remote Mount MID Power
- f) APX O2 Control Head
- g) APX Control Head Software
- h) CBL Remote Mount 10FT
- i) Auxiliary Speaker 13W (3.2OHM)
- j) No GPS Antenna Needed
- k) TDMA Operation

Installation of Following Equipment by Dana Safety Supply:

- a) CODE 3 UNIV SUPERVISOR 6 TORUS M/C LEDS
- b) CODE3 2020 FORD SUV INTERIOR LB MOUNT
- c) CODE 3 PART# CSTICK-MR6-BA
- d) CODE 3 60” Liner Perimeter Bar

**EXHIBIT A**

- e) CODE 3 60" Liner Perimeter Bar
- f) BRACKET TO MOUNT THE CSTICK IN REAR WINDOW
- g) CODE3 200W PT# Z3SXP-1 SIREN/SWITCH
- h) CODE3 PT# Z3C-OBD-PIU-G Z3 MATRIX HARNESS
- i) CODE 3 100 WATT SPEAKER W/ PI UTILITY BRACKET
- j) CODE3 SPLIT B/B T-REX W/6-LINEAR LEDS, SURFACE MOUNT
- k) PG PT# P1000UINT20AOSB ProCell with Outer Seat Belt
- l) PG PT# GPC4720D-H Vert. Pro Cell Weapon Mount
- m) GJ 2020 FORD PIUT CONSOLE PACKAGE
- n) GJ NOTEPAD V UNIVERSAL COMPUTER CRADLE
- o) GJ DUAL USB POWER PORT 4.2 A
- p) GJ OEM FILLER PLATE FOR OEM USB & (2) CIG ADAPTERS
- q) GJ 12V OUTLET RECEPTACLE ONLY
- r) GO RHINO LR Series PB 2 Code3 2020 Ford SUV
- s) GO RHINO HEADLIGHT WRAPS 2020 FORD SUV
- t) CODE 3 LED SURFACE MOUNT LED LIGHT BLUE
- u) AME 5# (2A:10B:C) FIRE EXTINGUISHER W/VEHICLE BRKT
- v) LAIRD (TES) MB8UMI 3/4" BRASS MT, COAX W/MINI-USB
- w) TES LAIRD 760-870 BLACK PHANTOM ANTENNA
- x) TRUCK VAULT1 DRAWER ELEVATED VERSION FORD INT 201
- y) PJ762 (PocketJet 7 200dpi Thermal Printer with Bluetooth
- z) BROT 10" USB CABLE --- USB --- MINI5B/USB-A CONNECTOR
- aa) BROT 14' DIRECT WIRE 12 VDC POWER CORD
- bb) LEM BROTHER POCKETJET HEADREST PRINTER MOUNT
- cc) BURKE COUNTY SHERIFF'S OFFICE GRAPHICS

**COPY**

NORTH CAROLINA  
BURKE COUNTY

**LEASE OF MOTOR VEHICLE TO BE USED AS SHERIFF VEHICLE**

THIS LEASE AGREEMENT of Motor Vehicle is entered into this 1<sup>st</sup> day of July 2008 by and between the TOWN OF HILDEBRAN, hereafter referred to as "Lessor", and the COUNTY OF BURKE, by and through the Sheriff of Burke County, hereafter referred to as "Lessee".

**WITNESSETH:**

WHEREAS, the parties to this Agreement desire to be bound by the terms herein; and

WHEREAS, the parties to this Agreement stipulate to its fairness; and

WHEREAS, the parties desire to enter into an agreement for a motor vehicle to be used as a Sheriff vehicle, and the parties hereto wish by this Lease Agreement to set out the terms for the lease of the vehicle; and

WHEREAS, the Lessee desires to benefit from the use of the vehicle and any equipment described herein or described on Exhibit A attached hereto, to promote law enforcement;

NOW, THEREFORE, based on the sum of One (\$1.00) Dollar, paid by the Lessee to the Lessor, and the vehicle referred to hereafter and the forbearances on the part of the Lessor to make use of said vehicle during the term of the lease referred to herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby fully acknowledged, the parties do agree and covenant with each other as follows:

1. The Lessor will purchase a vehicle with a "police package" fully equipped patrol car ("the Vehicle"), together with the equipment as set forth on the list attached hereto as Exhibit A. The Vehicle shall be delivered and available for service by July 31, 2008.
2. The Vehicle is to be used by the Community Policing Deputy, or his successor or other designated officer from the Burke County Sheriff's Department, primarily (both as to location and time) in the Town of Hildebran. The Community Policing Deputy and the Sheriff have discretion, within reason, to use the Vehicle outside of the Town limits of Hildebran for necessary law enforcement purposes, but acknowledge that the primary purpose is use within the Town of Hildebran and its jurisdiction.
3. The Lessor shall retain title to the Vehicle at all times.
4. The Vehicle will be attached to the fleet of the Burke County Sheriff's Department, and may be prepared in a manner consistent with the appearance scheme of that fleet, and in any event in a manner approved by the Sheriff of Burke County.

5. The Lessee shall pay a yearly leasehold fee to the Lessor in the amount of One (\$1.00) Dollar per year, payable on each anniversary date of this Agreement.
6. The County of Burke will, at its sole expense, provide license tags, gas, maintenance and insurance on the Vehicle for the duration of the lease.
7. The Lessee shall be responsible for paying all ad valorem taxes, if any, from any source, on the Vehicle.
8. The Lessee shall also be required to pay for all liability, collision and comprehensive insurance coverage on the Vehicle, noting so far as is allowed that the Lessor is also a named insured on such policies. Lessee shall maintain liability, collision and comprehensive insurance coverage on the Vehicle in an amount not less than the amount of such insurance coverage maintained by the County upon comparable law enforcement vehicles in the fleet of the Burke County Sheriff's Department.
9. Upon termination of this lease, the ownership and control of the Vehicle shall remain solely with the Town of Hildebran. However, at the termination of this Lease, unless terminated due to uncorrected default by Lessee, then if the Lessor chooses not to keep the Vehicle, the Lessee shall have the option and first opportunity to purchase the Vehicle, and all its equipment, for the fair market value at the date of termination of this Lease.
10. Either party may terminate this Lease Agreement at any time by giving the other party sixty (60) days written notice of intention to terminate this Lease.
11. This Lease shall extend for four (4) years and the same shall be deemed to have begun on July 1, 2008. The Lessee, however, shall have the right to extend the Lease and all of its terms and conditions for an additional period of one (1) year, by providing written notice to the Lessor at least sixty (60) days prior to the termination of this lease, and provided that all of the stated consideration, including payment of expenses, have been paid and continue to be paid on a timely basis, and that all other commitments required of the Lessee have been met.
12. The Lessor reserves the right to inspect the Vehicle from time to time with certified mechanics, upon reasonable notice to the Lessee.
13. When the Lessor is given the opportunity to inspect the Vehicle, or to use the Vehicle, or at any time when the Lessee is not occupying or using the Vehicle, then the Vehicle may be driven only by mature authorized licensed individuals with the specific permission of the Lessor, and the specific approval of the Sheriff or his deputy.
14. During the term of this lease, the Vehicle shall be used only for law enforcement purposes.
15. In the event that the Vehicle is damaged during the term of this lease, but is repairable to return for the service anticipated by this lease, as determined in the discretion of the Lessee, the Lessee shall be responsible for making and paying for all of the costs of any repairs.

- 16. The Lessee shall give the Lessor notice, within 24 hours, of any damage occurring to the Vehicle during the term of this lease.
- 17. The Lessee shall cooperate fully with the Lessor and any insurance company or provider as to the Vehicle regarding the defense of any claim or legal action arising out of any damage to the Vehicle.
- 18. This Agreement is not to be assigned, nor the Vehicle sublet, without the written consent of the Lessor first obtained.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this 6<sup>th</sup> day of May, 2008.

LESSOR:  
TOWN OF HILDEBRAN

By: [Signature]  
Wendell Hildebrand, Mayor

ATTEST:  
[Signature]  
Ella Caudle, CMC, Town Clerk

LESSEE:  
BURKE COUNTY BOARD OF COMMISSIONERS

By: [Signature]  
Wayne F. Abele, Sr., Chairman

ATTEST:  
[Signature]  
VICKI CRAIGO, Clerk to the Board





NORTH CAROLINA

**EXTENSION OF LEASE**

BURKE COUNTY

**THIS AGREEMENT**, made and entered into this 4th day of February, 2014, by and between the TOWN OF HILDEBRAN (hereinafter "Lessor") and BURKE COUNTY (hereinafter "Lessee");

WITNESSETH:

WHEREAS, the parties hereto did enter into an Agreement entitled " Lease of Motor Vehicle to be used as Sheriff Vehicle," dated as of July 1, 2008 and executed May 6, 2008 (the "Lease"); and

WHEREAS, the Lease had a term of four (4) years from July 1, 2008, with the option for the Lessee to extend the Lease for an additional year; and

WHEREAS, Lessee did extend the Lease for a period up to and including June 30, 2013; and

WHEREAS, since that time the parties have continued operating under the terms of the Lease; and

WHEREAS, the parties desire to extend the term of the Lease through June 30, 2014;

NOW THEREFORE, in consideration of the premises and the mutual covenants contained herein, the parties hereto agree as follows:

1. The term of the Lease is hereby extended to and including June 30, 2014.
2. The Lease as so amended and extended, shall remain in full force.

IN WITNESS WHEREOF, the parties hereto have executed this Extension of Lease, the day and year first above written.



LESSOR:

TOWN OF HILDEBRAN

By: *Theresa M. Cook*  
Mayor

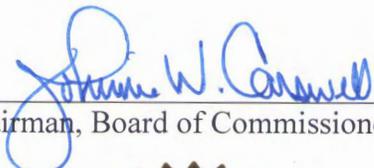
ATTEST:

*Alice Sanders*  
Town Clerk

Attachment: LeaseExtension\_DeputyVehicle\_BurkeCo\_20140204 (3004 : CM - Sheriff's Vehicle Lease with Town of Hildebran)

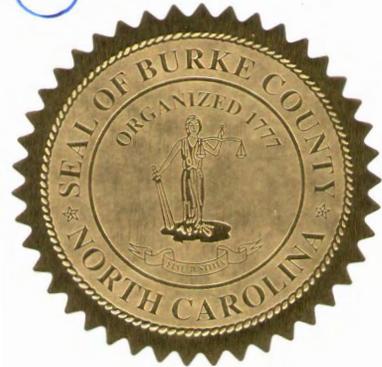
LESSEE:

BURKE COUNTY

By:   
Chairman, Board of Commissioners

ATTEST:

  
Clerk to the Board



Attachment: LeaseExtension\_DeputyVehicle\_BurkeCo\_20140204 (3004 : CM - Sheriff's Vehicle Lease with Town of Hildebran)

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**CONSENT AGENDA**

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**Subject Title: CM - Resolution Granting Co. Mgr. Authorization to Reduce or Waive AS Fees**

**Presented By: Bryan Steen**

**Summary of Information:** This is a request to adopt a resolution which will grant authority to the County Manager to reduce or waive fees at the Animal Services Center (ASC). This resolution would allow the County Manager, upon consultation with the Animal Services Director, the authority to waive fees during periods of high animal capacity, especially with puppy and kitten season approaching in spring, during special adoption events, to help prevent the spread of illness, and any other reason deemed reasonably necessary by the County Manager and Animal Services Director.

The Animal Advisory Board (AAB) met on January 29, 2020. During this meeting, the AAB voted unanimously to support this recommendation: The County Manager should be given the authority to reduce or waive adoption fees for extenuating circumstances and for special events.

**Budgetary Effect:** Minor budgetary effect.

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

**Suggested Motion: To adopt resolution No. 2020-04.**

**Burke County  
North Carolina**

**RESOLUTION OF THE BURKE COUNTY BOARD OF COMMISSIONERS  
AUTHORIZING THE COUNTY MANAGER TO WAIVE ANIMAL SERVICES FEES**

**WHEREAS**, the laws of the State of North Carolina, and in particular North Carolina General Statute §153A-102, authorize the Burke County Board of County Commissioners to fix fees and commissions charged by county officers and employees for performing services or duties permitted or required by law; and

**WHEREAS**, the Board of Commissioners adopted a rate/fee schedule for the Burke County Animal Services Department ("Animal Services"); and

**WHEREAS**, it is necessary to waive certain Animal Services fees in specific situations to ensure the efficient and safe operation of the Burke County animal shelter and to protect the health and well-being of the shelter animals; and

**WHEREAS**, North Carolina General Statute §153A-12 authorizes the Board of Commissioners to delegate responsibility for any function or activity to others as it sees fit, unless specifically precluded by statute, by ordinance or resolution; and

**WHEREAS**, the Board of Commissioners is authorized to delegate the authority to waive Animal Services fees and desires to delegate such authority to the County Manager.

**NOW, THEREFORE**, be it resolved by the Burke County Board of Commissioners as follows:

The County Manager, upon consultation with the Animal Services Director, may reduce or waive one or more of the fees listed in the current Animal Services rate/fee schedule when the Burke County animal shelter is at or near capacity, for "clear the shelter" and other local and national adoption events, to prevent the spread of illness and/or disease to healthy animals at the shelter, or for any other reason deemed reasonably necessary by the County Manager and the Animal Services Director. For purposes of this resolution, the humane capacity at the shelter is 16 for dogs and the humane capacity is 30 for cats.

A reduction or waiver of Animal Services fees shall be temporary and shall cease when the event prompting the waiver has ended, or when illness or disease no longer poses a threat to the health of the shelter animals.

Adopted this 17<sup>th</sup> day of March 2020.

\_\_\_\_\_  
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: March 17, 2020**



**CONSENT AGENDA**

---

**Subject Title: CM - Resolution Supporting Establishment of Animal Services Foundation**

**Presented By: Bryan Steen**

**Summary of Information:** The following resolution supports the creation of a nonprofit / foundation to benefit the Animal Services Center. The nonprofit's primary mission would be to raise monies for the new Animal Services Center and to apply for grants that benefit the Center, the pets housed there and initiatives that will increase adoptions.

**Budgetary Effect:** None.

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

**Suggested Motion: To adopt Resolution No. 2020-05.**

**Burke County  
North Carolina**

**Resolution Supporting the Establishment of a Nonprofit Foundation  
for the Burke County Animal Services Center**

**Whereas**, from the early 1970s until 2019, the Sheriff's Office has been responsible for animal control enforcement and operation of the animal shelter in Burke County; and

**Whereas**, in 2019 because of extremely high euthanasia rates and public concern, the Burke County Board of Commissioners commissioned a staff report on realignment strategies and best management practices for operation of the animal shelter, which resulted in an extensive, comprehensive report which included 39 recommendations for change and-improvement; and

**Whereas**, one such recommendation was the establishment of a nonprofit foundation to support the needs of the animal shelter; and

**Whereas**, also as recommended by the staff report, the County Commissioners moved the operation of the animal shelter from the Sheriff's Office to the County Manager's Office and created the Animal Services Department; with Animal Control enforcement remaining under the Sheriff's authority; and

**Whereas**, as part of the 2019 transition, the Animal Services Department now works with an aging animal shelter that is severely undersized to meet current public demand and to utilize best animal housing practices, and best adoption standards and practices; and

**Whereas**, through a competitive process, the County hired PNP Design Group / Shelter Planners of America to complete a facility needs assessment and estimate future animal and human population trends; and

**Whereas**, the consultant completed the study and recommended the County construct a new 13,914 sq. ft. animal adoption facility with a projected cost of between \$4.8 million to almost \$6 million; and

**Whereas**, the County Commissioners officially received and accepted the facility needs assessment at a special meeting held on January 30, 2020; and

**Whereas**, while the County Commissioners strongly support the construction of a new animal services facility in the next few years, the County has numerous other buildings in need of immediate repairs, and many other fiduciary responsibilities; and

**Whereas**, the topic of a nonprofit foundation dedicated to raising funds to build a new Animal Services Center was raised at the Commissioners retreat in February, 2020; and the Commissioners present reacted favorably to the creation of a nonprofit foundation; and

**Whereas**, the purpose of the nonprofit foundation would be to raise funds for the construction of a new Animal Services Center in Burke County, to apply for grants to benefit the Center and the animals it cares for, and to otherwise work for and financially support Animal Services in Burke County.

**NOW THEREFORE, BE IT RESOLVED BY** the Burke County Board of Commissioners that it:

1. Expresses its support for the construction of a new Animal Services Center in the future,
2. Expresses its support for the creation of a nonprofit foundation to benefit the Animal Services Center,
3. Requests staff cooperation with and encouragement of any group of persons interested in forming such a nonprofit foundation, and
4. Expresses appreciation to all the Burke County citizens who have worked tirelessly to improve local animal welfare and continue to do so.

Adopted this 17<sup>th</sup> day of March 2020.

---

Johnnie W. Carswell, Chairman  
Burke County Board of Commissioners

Attest:

---

Kay Honeycutt Draughn, CMC, NCMCC  
Clerk to the Board

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**CONSENT AGENDA**

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**Subject Title: CM - the Nest - a Public / Private Partnership for a Wedding & Conference Venue at Fonta Flora County Park**

**Presented By: Bryan Steen**

**Summary of Information:** On January 15, 2020, the Board received information on a public / private venture called “The Nest” which is a proposed wedding venue and conference center at Lake James / Fonta Flora County Park. After hearing the presentation, the County Commissioners were not ready to move forward with the project as it was proposed, and additional information was requested, including solid cost estimates. After the meeting and local media coverage, the Commissioners received numerous emails from citizens expressing concern and opposition to the proposed project.

On behalf of the County Commissioners, the County Manager wishes to express his sincere appreciation to the developers George Milner, Isaac Hoff and Planning Director Scott Carpenter for their hard work in developing such a unique concept and for bringing it to the Board for their consideration. However, there is no need for further discussion or action on “The Nest” proposal at this time. The County will continue to explore development options for low-impact environmentally friendly projects that will enhance the Fonta Flora County Park at Lake James as they may arise in the future.

**Budgetary Effect:** None.

**County Manager's Recommendation:** No further action or discussion on “The Nest” (wedding venue & conference center) at Fonta Flora County Park.

**Suggested Motion:** To express appreciation to George Milner, Isaac Hoff and Scott Carpenter, Deputy Co. Manager / Planning Director for their efforts in developing the concept / proposal for a wedding venue and conference center (The Nest) at Lake James, Fonta Flora County Park.

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**CONSENT AGENDA**

---

**Subject Title: FM - Adoption of Revised LEPC Bylaws**

**Presented By: Mike Willis**

**Summary of Information:** The Burke County Local Emergency Planning Committee (LEPC) by-laws were recently updated and are submitted to the Burke County Board of Commissioners for review and approval in accordance with Chapter 2, Article 4, Section 2-87 of the Burke County Code of Ordinances.

**Budgetary Effect:** N/A

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

**Suggested Motion:** To approve the by-laws for Local Emergency Planning Committee.

**BYLAWS  
OF THE  
BURKE COUNTY  
LOCAL EMERGENCY PLANNING COMMITTEE**

**ARTICLE I**

**NAME**

The organization shall be known as the Burke County Local Emergency Planning Committee.

**ARTICLE II**

**PURPOSES**

The duties and activities of the Committee are those as set forth by the Superfund Amendment and Reauthorization Act of 1986 and the North Carolina Governor's Executive Order Number 43.

- A. Identification of facilities and hazardous substances transportation routes.
- B. Development of emergency response procedures, on and off site.
- C. Ensure the designation of community and facility coordinator (s) to implement plans.
- D. Develop emergency notification procedures.
- E. Develop methods for determining release and impact on the populace.
- F. Identify the emergency response equipment, both in industry and community organizations.
- G. Develop evacuation plans.
- H. Develops and schedules training programs for emergency response personnel.
- I. Develop methods and schedules for exercising emergency response plans.
- J. Establish guidelines for public access in accordance with Community Right to Know provision of Title III providing for the disclosures of records.

**ARTICLE III**  
**MEMBERSHIP**

SECTION 1. **MEMBERS.** The Local Emergency Planning Committee shall consist of representation, at a minimum, from the following as required by SARA, 1986. Additional seats will be added or removed based on the needs of Burke County.

- A. (One) Local Elected Official.
- B. (One) Representative from law enforcement.
- C. (One) Representative from the fire service.
- D. (One) Representative from Civil Defense/Emergency Management.
- E. (One) Public health professional.
- F. (One) Representative of environmental affairs.
- G. (One) Hospital representative (Administrative).
- H. (One) Representative of transportation.
- I. (One) Citizen.
- J. (One) Representative of a civil/community group.
- K. (One) Representative of the media.
- L. (One) Representative of agriculture.
- M. (One) Representative of Emergency Medical Service.
- N. (One) Facility Emergency Coordinator or designated representative, as appointed by their organization for EHS (Extremely Hazardous Substance) facilities.

SECTION 2. **INACTIVE MEMBER.** Same as the County Policy (Guidelines for Boards and Commissions), which is any member who misses (3) meetings without being excused.

SECTION 3. **APPOINTMENTS.** All members shall be appointed to the Committee by the Board of County Commissioners in compliance with Article IV (Boards, Commissioners and Committees) of the Burke County Code of Ordinances. Due to the nature and mission of this committee, the Chairperson may request an exemption from the residency requirement set forth in Section 2-88 of the Code based on an individual members job function and/or responsibilities.

SECTION 4. **VACANCIES.** Vacancies shall be filled in accordance with the policies and procedures of the Burke County policy.

**ARTICLE IV**

**OFFICERS**

SECTION 1. **CHAIRPERSON.** The Chairperson shall be appointed by the Board of Commissioners, upon favorable recommendation by the Local Emergency Planning Committee (LEPC).

SECTION 1a. **DUTIES OF THE CHAIRPERSON.** The Chairperson shall preside at all meetings of the Committee, preserve order during its meetings, appoint all committees, serve as an ex officio member of such committees, and shall sign all minutes, and such records, vouchers, or other documents connected with the work of the Committee requiring such signature.

SECTION 2. **VICE-CHAIRPERSON.** The VICE-CHAIRPERSON shall be voted on by the members of the Committee.

SECTION 3. **DUTIES OF THE VICE-CHAIRPERSON.** In the Absence of the Chairperson or in the event of their inability or refusal to act, the Vice-Chairperson, unless otherwise determined by the Chairperson and then so acting shall have all powers of the Chairperson. They shall exercise such other duties as from time to time may be assigned to them by the Chairperson or the Committee.

SECTION 3a. **DUTIES OF THE RECORDING SECRETARY.** The Recording Secretary shall have charge of all books, papers, records, and other documents of the Committee; shall keep the minutes of all meetings of the Committee; shall conduct all correspondence pertaining to the office of the Recording Secretary; shall compile statistics and other data as may be required for the use of the members of the Committee; and shall perform such duties as may be directed by the Committee or by the Chairperson.

**ARTICLE V**

**MEETINGS**

SECTION 1. **REGULAR MEETINGS.** The Committee shall meet at least biannually for regular meetings.

Attachment: LEPC Bylaws\_Rev\_Feb 2020\_Final (2997 : FM - Adoption of Revised LEPC Bylaws)

SECTION 2. **SPECIAL MEETINGS.** The Chairperson shall call such special meetings as may be deemed necessary to carry out the duties of the Committee. Upon the written request of at least four members, the Chairperson shall call a meeting within ten (10) days.

SECTION 3. **HEARINGS.** The Committee shall hold such hearings as it may deem necessary and desirable at such times as may be determined by a majority vote of the Committee in regular meeting.

SECTION 4. **QUORUM.** A quorum shall consist of fifty-one percent (51%) of the active Committee members. A quorum shall be required to transact business.

SECTION 5. **AGENDA.** Any member may request the Chairperson to place an item on the agenda. If the Chairperson should decline to do so, a member may have such item placed on the agenda by submitting it in writing to the Chairperson with supporting signatures of three (3) members.

SECTION 6. **RULES OF ORDER.** The deliberations of all meetings of the Committee and its various committees shall be governed by Robert's Rules of Order, Newly Revised.

SECTION 7. **NOTICE OF MEETINGS.** Notice of the time, place and agenda items to be considered at each meeting shall be given in writing to all members at least two weeks prior to each meeting by the staff. Any matters not appearing on the agenda may be considered upon a favorable vote of a majority of the members present to do so. Notice of special meetings and intended agenda items shall be given to all Committee members in writing or by phone at least fourteen (14) days in advance of any special meeting. Meetings shall comply with the North Carolina Open Meeting Law.

SECTION 8. **MEETING ATTENDANCE.** Meetings and meeting attendance shall comply with Article IV, Section 2-91 and 2-92 of the Burke County Code of Ordinances.

## ARTICLE VI

### VOTING

SECTION 1. **ONE VOTE EACH.** Each Committee member, including the Chairperson, shall be entitled to one vote.

SECTION 2. **PROXY VOTES.** No member shall vote by proxy.

SECTION 3. **ABSENTENTIONS.** Members may register their abstention on any vote which shall be reflected in the minutes, and members are encouraged to abstain on matters which would pose for them a conflict of interest.

SECTION 4. **DETERMINATION OF ACTION.** All final actions, committee positions, or policy recommendations shall require favorable vote of a majority of those committee members present at a duly called meeting.

## ARTICLE VII

### REPORTS AND RECOMMENDATIONS

SECTION 1. **ANNUAL REPORT.** By July 1st of each year, the Committee shall make a report describing its activities for the preceding year to the County Manager and Board of Commissioners.

SECTION 2. **REVIEW OF DRAFT REPORTS.** A review-of-any proposed annual report shall be circulated to all members of the Committee at least fifteen (15) days prior to consideration by the full Committee at a regular scheduled meeting.

SECTION 3. **ISSUANCE OF REPORTS.** No report of any kind shall be released in the name of the Committee unless and until it has been dully adopted by a favorable vote of majority of the members of the Committee.

SECTION 4. **LEGISLATIVE RECOMMENDATIONS.** The Committee may address matters regarding legislation to be endorsed by the Committee in regularly scheduled meetings. Recommendations shall be presented to the Board of Commissioners for approval before any endorsement is made.

## ARTICLE VIII

### AMENDMENTS

These by-laws may be amended or replaced upon affirmative vote of a majority of the members of the Committee any regular meeting of the Committee provided that any proposed changes have been circulated to all members thirty (30) days prior to any action thereon and is subject to the approval of the Board of Commissioners.

**RATIFICATION PROVISION**

These by-laws are duly adopted by a majority of the members of the Committee this 11<sup>th</sup> day of February 2020. The signatures of those subscribing to these by-laws are set forth below.

  
\_\_\_\_\_  
CHAIRPERSON, LOCAL EMERGENCY PLANNING COMMITTEE

\_\_\_\_\_  
CHAIRMAN, BURKE COUNTY BOARD OF COMMISSIONERS  
Approved: March 17, 2020

Attachment: LEPC Bylaws\_Rev\_Feb 2020\_Final (2997 : FM - Adoption of Revised LEPC Bylaws)

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**CONSENT AGENDA**

---

**Subject Title: FM - Appointment to the Local Emergency Planning Committee**

**Presented By: Mike Willis**

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

The LEPC is required to have a certain cross section of representation according to the by-laws. One (1) seat is open for appointment, Seat number 7 representing the hospital, due to the retirement of Paul Phillips. Ronnie D. Rector has taken the Director of Security/Emergency Management position at CHS Blue Ridge and is willing to fulfill the unexpired term held by Paul Phillips ending January 31, 2022

**Budgetary Effect:** None.

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

**Suggested Motion:** To remove Paul Phillips from the LEPC and thank him for his service. To appoint Ronnie D. Rector (CHS Blue Ridge) to Seat No. 7 (hospital) on the LEPC for the remainder of a 3-year term ending January 31, 2022.

**Local Emergency Planning Committee  
 County Appoints Sixteen (16) Members  
 16-Member Board  
 3-Year Terms**

<b>Seat No.</b>	<b>Position</b>	<b>Name-Address</b>		<b>Term</b>
1	Local Official	Pete Minter	A	1/19/2016
			R	2/19/2019
			TE	1/31/2022
2	Law Enforcement	Banks Hinceman	A	1/19/2016
			R	1/16/2018
			TE	1/31/2021
3	Fire Service	Israel Gibson 304 College Street Morganton NC 28655	A	1/21/2020
			R	
			TE	1/31/2023
4	Emergency Mgmt.	Mike Willis 1335 Creekwood Drive Morganton NC 28655	A	1/19/2016
			R	1/24/2017
			R	1/21/2020
			TE	1/31/2023
5	Public Health	Rebecca McLeod	A	1/19/2016
			R	1/16/2018
			TE	1/31/2021
6	Environmental Health	Brooke Jarlson 745 Boundary Street Newton NC 28658	A	1/19/2016
			R	1/24/2017
			TE	1/31/2020
7	Hospital	Paul Phillips Carolinas Healthcare	A	1/16/2018
			R	2/19/2019
			TE	1/31/2022
8	Local Elected Official	Johnnie Carswell 107 Drexel Road Morganton NC 28655	A-UT	1/24/2017
			R	12/19/2017
			R	2/19/2019
			TE	1/31/2022
9	Citizen Rep.	April Pope 940 E. Union Street	A	1/21/2020
			R	

Attachment: LEPC Roster (2998 : FM - Appointment to the Local Emergency Planning Committee)

		Morganton NC 28655	TE	1/31/2023
10	Civic/Community Group	Charles Conley	A-UT TE	3/19/2019 1/31/2022
11	Media	Lisa Propst	A  TE	1/19/2016 1/16/2018 1/31/2021
12	Transportation	Joshua Mashburn 2161-C Mt. Home Ch Rd Morganton NC 28655	A R TE	1/16/2018 1/21/2020 1/31/2023
13	Agriculture	Spring Williams-Byrd	A R TE	1/19/2016 2/19/2019 1/31/2022
14	EMS	Greg Curry	A  TE	1/19/2016 1/16/2018 1/31/2021
15	Facility Emergency Sustance	Jeffrey McDaniel	A R TE	2/19/2019  1/31/2022
16	SAFT America Seat Added 01/2020	Steve Jenkins	A TE	1/21/2020 1/31/2023

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

Attachment: LEPC Roster (2008 : FM - Appointment to the Local Emergency Planning Committee)



**BURKE COUNTY  
APPOINTMENT APPLICATION  
BOARDS AND COMMITTEES**

Name: Ronnie D. Rector Date: 02/20/2020

Address: 162 Alpine Street

City: Connelly Springs State: NC Zip: 28612

Telephone: Home: (828) 430-0976 Business: (828) 580-5918

Cell: (828) 430-0976 Email: Ronnie.Rector@Blueridgehealth.org

Occupation: Director Security and Emergency Management - CMC Blue Ridge Health Care

Retired from: Morganton Department of Public Safety

How did you hear about this opportunity? Burke County EM Director, Mike Willis

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

If so, please identify the board or committee: \_\_\_\_\_

Community interest and activities:  
To assist with helping to ensure the safety of the citizens of our community through planning, response and mitigation.  
\_\_\_\_\_  
\_\_\_\_\_

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. Local Emergency Planning Committee
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?

Retired Director of Public Safety, Morganton Department of Public Safety. Current position as Director of Security and Emergency Management for Carolina Medical Center Blue Ridge.  
\_\_\_\_\_  
\_\_\_\_\_

Attachment: Rector\_LEPC Application\_Feb 2020 (2998 : FM - Appointment to the Local Emergency Planning Committee)

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

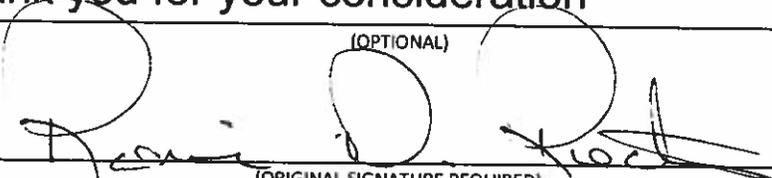
From my current position, I would like to assist with helping to ensure the safety of the citizens of our community through planning, response and mitigation.

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

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

None

Remarks: Thank you for your consideration

Signature:  (OPTIONAL)

(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: Rector\_LEPC Application\_Feb 2020 (2998 : FM - Appointment to the Local Emergency Planning Committee)

## Burke County Local Emergency Planning Committee as of February 20, 2020

Seat No.	Position	Name	Term Appt	Re Appt	Re Appt	Term Expires
1	Local Official	Peter Minter	1/19/2016	1/31/2019		1/31/2022
2	Law Enforcement	Banks Hinceman	1/19/2016	1/16/2018		1/31/2021
3	Fire Service	Israel Gibson	1/21/2020			1/21/2023
4	Emergency Mgt	Mike Willis	1/19/2016	1/24/2017	1/21/2020	1/21/2023
5	Public Health	Rebecca McLeod	1/19/2016	1/16/2018		1/31/2021
6	Environmental Health	Brooke Jarlson	1/21/2020			1/21/2023
7	Hospital	Vacant				1/31/2022
8	Local Elected Official	Johnnie Carswell	1/24/2017	1/31/2019		1/31/2022
9	Citizen	April Pope	1/21/2020			1/21/2023
10	Civic/Community	Charles Conley	3/1/2019			3/1/2022
11	Media	Lisa Propst	1/19/2016	1/16/2018		1/31/2021
12	Transportation	Joshua Mashburn	1/16/2018	1/21/2020		1/21/2023
13	Agriculture	Spring Williams-Byrd	1/19/2016	1/31/2019		1/31/2022
14	EMS	Greg Curry	1/19/2016	1/16/2018		1/31/2021
15	Industry Facility	Jeffrey McDaniel	1/31/2019			1/31/2022
16	Industrial Facility	Steve Jenkins SAFT	1/21/2020			1/21/2023

Attachment: LEPC Membership\_Roster (2998 : FM - Appointment to the Local Emergency Planning

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**CONSENT AGENDA**

---

**Subject Title: FM - Request for Approval of a Lease Purchase Agreement Between Home Trust Bank and Icard Township Fire Rescue, Inc.**

**Presented By: Mike Willis**

**Summary of Information:** Icard Township Fire & Rescue, Inc. is entering into a Lease Purchase Agreement with Home Trust Bank for a new 2020 Pierce Pumper and related equipment. The Fire Department held a public meeting on January 26, 2020 at their station located at 100 First Avenue NE, Hildebran. The Board of Directors of the fire department believes the department is fiscally responsible and financially able to buy the fire apparatus and respectfully request the Burke County Board of Commissioners endorse the verification documents from Home Trust Bank pertaining to the loan agreement. The endorsement would not in any way constitute a financial obligation to the County of Burke.

**Budgetary Effect:** None.

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

**Suggested Motion:** To support Icard Township Fire Rescue, Inc.'s effort to upgrade its fire apparatus and endorse the verification documents for purchase and finance of a new fire apparatus through the Home Trust Bank.

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



Kenneth B. Steen, County Manager  
Kay H. Draughn, Clerk to the Board  
J. R. Simpson, II, County Attorney  
Kania Law Firm, P.A., Tax Attorney

### BURKE COUNTY

January 30, 2020

HomeTrust Bank  
P.O. Box 10  
Asheville, NC 28802-0010

Gentlemen:

The funding for Icard Township Fire Rescue, Inc. has been progressive as per the following schedule:

<u>FISCAL YEAR</u>	<u>ACTUAL OR ANTICIPATED TAX REVENUE</u>	<u>ASSESSED VALUATION</u>	<u>RATE PER \$100 VALUE</u>
2020	\$ 648,550	\$ 642,733,913	\$ .10
2019	\$ 591,813	\$ 497,603,636	\$ .10
2018	\$ 583,633	\$ 458,666,180	\$ .10

Margaret Pierce  
Deputy County Manager/Finance Director

Attachment: Icard Township Fire Rescue Loan\_0001 (3011 : FM - Approval Between Home Trust Bank and Icard Fire & Rescue)

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



Kenneth B. Steen, County Manager  
 Kay H. Draughn, Clerk to the Board  
 J. R. Simpson, II, County Attorney  
 Kania Law Firm, P.A., Tax Attorney

## BURKE COUNTY

January 30, 2020

HomeTrust Bank  
 P. O. Box 10  
 Asheville, NC 28802-0010

Re: Municipal Lease and Option Agreement between HomeTrust Bank and Icard Township Fire Rescue, Inc.

Dear Sirs,

I am Chairman of the County Commissioners of Burke County. This letter is to advise you that: Icard Township Fire Rescue, Inc. is a qualified Volunteer Fire Department, assigned to protect a specific Fire District within this Count.

In addition, a special ad valorem (fire tax) is assessed on the real property owners of this district. Said tax is to be used exclusively to provide equipment, facilities, and training as is necessary to provide fire protection for said district. Said funds may also be used to up grade equipment as the need arises. This tax is collected by the County and disbursed by the Finance Office to the Fire Department on a regular basis by the County Finance Officer. The Fire Department is operated and managed by the Board of Directors of the Fire Department and the officers of said Department. The Department is currently meeting the requirements of their fire service contract.

The Fire Department has made us aware of their intention to acquire new capital assets through a Lease Purchase transaction with your firm. Please be advise that the County has no objection to this transaction.

Sincerely,

---

Chairman  
 Burke County Commission

(To Be Reproduced on County Letterhead)

DATE (please date after the department has held their public meeting on 1/26/2020 )

HomeTrust Bank  
PO Box 10  
Asheville, NC 28802-0010

Re: Municipal Lease and Option Agreement between HomeTrust Bank and Icard Township Fire Rescue, Inc.

Dear Sirs,

I am Chairman of the County Commissioners of Burke County. This letter is to advise you that: Icard Township Fire Rescue, Inc. is a qualified Volunteer Fire Department, assigned to protect a specific Fire District within this County.

In addition, a special ad valorem (fire tax) is assessed on the real property owners of this district. Said tax is to be used exclusively to provide equipment, facilities, and training as is necessary to provide fire protection for said district. Said funds may also be used to upgrade equipment as the need arises. This tax is collected by the County and disbursed by the Finance Office to the Fire Department on a regular basis by the County Finance Officer. The Fire Department is operated and managed by the Board of Directors of the Fire Department and the Officers of said Department. The Department is currently meeting the requirements of their fire service contract.

The Fire Department has made us aware of their intention to acquire new capital assets through a Lease Purchase transaction with your firm. Please be advised that the County has no objection to this transaction.

Sincerely,

\_\_\_\_\_  
Chairman  
Burke County Commission

Attachment: Icard Township Fire Rescue Loan\_0001 (3011 : FM - Approval Between Home Trust Bank and Icard Fire & Rescue)

ICARD TOWNSHIP FIRE RESCUE INC.  
P.O.BOX 905  
HILDEBRAN, N.C. 28637

A Public Meeting was held at the Icard Township Fire Department located at 100 First Ave. N.E. in Hildebran on January 26th 2020 at 7:00 P.M. with Chairman of the Board of Directors Kenneth T. Eckard presiding.

There were 20 Resident Freeholders of the Fire District present for the meeting. A discussion was held on the Fire Department's purchase and Lease Agreement on a 2020 Pierce Pumper on a 2020 Pierce Enforcer Chassis and related equipment.

Chairman Eckard informed the citizens of the district of the departments plan to enter into a Lease Purchase Agreement with United Financial of Fletcher North Carolina . Total cost of the Fire Truck is approximately \$608,897.00 . The department's plan is to pay \$200,000.00 down and would include (5) annual payments of \$87,634.00. Interest accrued in the (5) years would be approximately \$29,273.00 at an interest rate of 3.33%.

Asking for any comments and receiving none, a vote was taken to follow through with the Lease Purchase Agreement.

This vote was unanimously in favor of the purchase of this needed apparatus.

Sincerely:  
Robert Bishop

Secretary I.T.F.D.



SERVING THE COMMUNITY SINCE 1954

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**CONSENT AGENDA**

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**Subject Title: FM - Request for Approval of a Lease Purchase Agreement Between Home Trust Bank and Oak Hill Fire & Rescue Protection Association, Inc.**

**Presented By: Mike Willis**

**Summary of Information:** Oak Hill Fire and Rescue Protection Association, Inc. is entering into a Lease Purchase Agreement with Home Trust Bank for a new Firovac 3800 gallon Hawk model tanker fire apparatus. The Fire Department held a public meeting on February 4, 2020 at their station located at 2400 NC Hwy 181, Morganton. The Board of Directors of the Oak Hill Fire and Rescue Protection Association, Inc. believes the department is fiscally responsible and financially able to buy the fire apparatus and respectfully request the Burke County Board of Commissioners to endorse the verification documents from Home Trust Bank pertaining to the loan agreement. The endorsement would not in any way constitute a financial obligation to the County of Burke.

**Budgetary Effect:** None.

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

**Suggested Motion:** To support Oak Hill Fire and Rescue Protection Association, Inc.'s effort to upgrade its fire apparatus and endorse the verification documents for purchase and finance of a new fire apparatus through the Home Trust Bank.

Oak Hill Fire and Rescue Protection Association, Inc.



Minutes of the Special Meeting

*Special Meeting to Address the Loan Process*

The Oak Hill Fire and Rescue Protection Association, Inc. Special Meeting was held Tuesday, 4 February 2020 at 7:00 PM at Oak Hill Fire/Rescue Station 1. The meeting was called to order at 7:00 PM by David Miller President of the Board of Directors. The following issues were discussed:

<u>ITEM</u>	<u>DISCUSSION</u>	<u>ACTION TAKEN</u>
<b>Proof of Quorum</b>	President Miller declared a quorum for the Special Meeting with 12 voting members in attendance.	Quorum acknowledged.
<b>Proof of Meeting Notice</b>	President Miller declared notice of the Special Meeting was given by printed advertisement in the Morganton News Herald on 5 January 2020.	Notice was acknowledged.
<b>Purpose of Meeting</b>	President Miller explained the purpose of the special meeting was to inform the Membership of the decision to finance the new tanker truck through United Financial and to provide the Membership an opportunity to ask questions about the process and indebtedness.	For information.
<b>Public Comments and/or Questions</b>	President Miller opened the floor for public comments and/or questions.	No comments or questions were offered.
<b>Adoption of Resolution</b>	The Incumbency Certificate and Corporate Resolution, as required by United Financial, was presented, and request for adoption was made.	Without objection, the Resolution was adopted, and the appropriate Board Officers were empowered to sign the documents.
<b>Adjourn</b>	There was a motion made to adjourn by James Best, seconded by Glenn Tanzer.	Motion passed.

With no further business to be conducted, the Special Meeting was adjourned at 7:15 PM.

Respectfully submitted,

William F. Brown, III  
Secretary, Oak Hill Fire and Rescue Protection Association, Inc.



"We still make house calls!"

# Morganton News Herald

## Advertising Affidavit

Account Number

3153147

PO Box 968  
Hickory, NC 28603

Date

January 05, 2020

OAK HILL FIRE DEPT.  
2400 HWY 181  
MORGANTON, NC 28655

Date	Category	Description	Ad Number	Ad Size
01/05/2020	Legal Notices	OAK HILL FIRE/RESCUE PROTECTION ASSN. INC. PUBLIC	0000622225	2 x 31 L

**OAK HILL FIRE/RESCUE PROTECTION ASSN. INC.**  
**PUBLIC HEARING**  
**LEGAL NOTICE**

Notice is hereby given, pursuant to Public Law NO. 100-647 S1013(a)(24)(A) (1988), the undersigned will hold public hearing on February 4th, 2020 at 7pm at the location of the undersigned listed below to discuss its acquisition by lease purchase of one (1) new 2020 Firovac 3800 Gallon Hawk Model Tanker Fire Apparatus Mounted on a 2020 Kenworth T-800 Chassis and Related Equipment and financial arrangements related thereto.

Approximate amount of issue: \$345,024.00

All interested persons are invited to attend.

IN WITNESS WHEREOF, I have hereunto set my hand and Official Seal at my office in Morganton this 30th day of December, 2019.

**William Franklin Brown, III**  
Corporate Secretary

Oak Hill Fire and Rescue Protection Association, Inc.  
2400 NC Hwy 181  
Morganton, NC 28655

Publish: January 5, 2020.

### Publisher of Morganton News Herald Burke County

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

01/05/2020

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

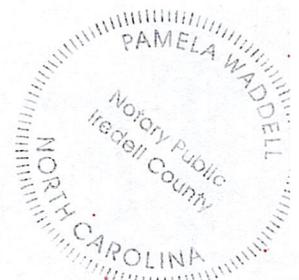
*[Signature]*  
Assistant Bookkeeper

Newspaper reference: 0000622225

Sworn to and subscribed before me, this 6 day of January, 2020

*[Signature]*  
Notary Public

My Commission expires: May 27, 2022



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

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



Kenneth B. Steen, County Manager  
Kay H. Draughn, Clerk to the Board  
J. R. Simpson, II, County Attorney  
Kania Law Firm, P.A., Tax Attorney

## BURKE COUNTY

March 17, 2020

HomeTrust Bank  
PO Box 10  
Asheville, NC 28802-0010

**Re: Municipal Lease and Option Agreement between Home Trust Bank and Oak Hill Fire and Rescue Protection Association, Inc.**

Dear Sirs,

I am Chairman of the County Commissioners of Burke County. This letter is to advise you that: Oak Hill Fire and Rescue Protection Association, Inc. is a qualified Volunteer Fire Department, assigned to protect a specific Fire District within this County.

In addition, a special ad valorem (fire tax) is assessed on the real property owners of this district. Said tax is to be used exclusively to provide equipment, facilities, and training as is necessary to provide fire protection for said district. Said funds may also be used to upgrade equipment as the need arises. This tax is collected by the County and disbursed by the Finance Office to the Fire Department on a regular basis by the County Finance Officer. The Fire Department is operated and managed by the Board of Directors of the Fire Department and the Officers of said Department. The Department is currently meeting the requirements of their fire service contract.

The Fire Department has made us aware of their intention to acquire new capital assets through a Lease Purchase transaction with your firm. Please be advised that the County has no objection to this transaction.

Sincerely,

---

Johnnie W. Carswell, Chairman  
Burke County Board of Commissioners

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



Kenneth B. Steen, County Manager  
Kay H. Draughn, Clerk to the Board  
J. R. Simpson, II, County Attorney  
Kania Law Firm, P.A., Tax Attorney

### BURKE COUNTY

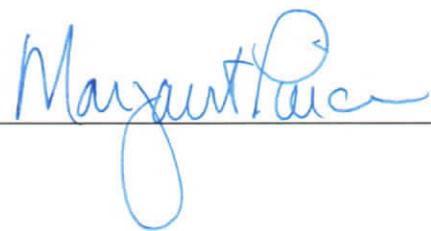
February 24, 2020

Home Trust Bank  
PO Box 10  
Asheville, NC 28802-0010

Gentlemen:

The funding for Oak Hill Fire and Rescue Protection Association, Inc. has been progressive as per the following schedule:

Fiscal Year	Actual or Anticipated Tax Revenue	Assessed Valuation	Rate Per \$100 Value
2020	\$ 389,956	\$ 456,088,680	0.090
2019	\$ 369,654	\$ 432,344,163	0.090
2018	\$ 360,899	\$ 422,104,439	0.090

SIGNATURE BLOCK OF APPROPRIATE COUNTY OFFICER: 

Attachment: OHFD\_Home Trust Bank\_Financial Data\_Feb 2020 (2996 : FM - Request for Approval Between Home Trust Bank & Oak Hill Fire

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**CONSENT AGENDA**

---

**Subject Title: Health - HARBOUR LEAD Grant Contract Approval**

**Presented By: Lisa Moore**

**Summary of Information:** In the fall, the County was awarded a \$600,000 grant for the HARBOUR-LEAD program. Contracts from the service providers, Burke Recovery - \$336,747, The Cognitive Connection - \$119,920, Burke United Christian Ministries - \$73,215 and Catawba Valley Behavioral Health - \$48,801, were submitted for services that will be provided for voluntary clients participating in the program during the life of the three (3)-year Department of Justice HARBOUR-LEAD Grant.

After the grant was awarded, the BJA requested a revised budget be submitted. That has occurred but a final line item budget hasn't been received as of this meeting. To keep the project moving, staff requests the contracts be approved and authority granted to the County Manager to revise the amounts (if needed) when the final budget is received.

**Budgetary Effect:** None. Funding is provided through the \$600,000 Department of Justice grant from October 1, 2019 through September 30, 2022.

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

**Suggested Motion:** To approve the HARBOUR-LEAD grant program service contracts as follows: Burke Recovery - \$336,747, The Cognitive Connection - \$119,920, Burke United Christian Ministries - \$73,215 and Catawba Valley Behavioral Health - \$48,801, subject to review and/or revision by the County Manager, County Attorney and receipt of a final Dept. of Justice grant budget. Further, authorize the County Manager to execute the agreements on behalf of the Board.

**Note:** The final contracts or budget were not available at the time of agenda distribution.

**NORTH CAROLINA BURKE COUNTY**

**AGREEMENT FOR THE HARBOUR (HELPING ACHIEVE RECOVERY THROUGH BURKE OPIOID USE REDUCTION) PROGRAM**

THIS AGREEMENT, made and entered into the first day of January 2020, by and between BURKE COUNTY, a body politic and corporate, located at 200 Avery Avenue, Morganton, North Carolina, 28655 (the "County"), and Burke Council on Alcoholism and Chemical Dependency, Inc. (dba Burke Recovery), a North Carolina non-profit corporation (501c3), located at 203 White Street Morganton, NC 28655 (the "Provider");

**WITNESSETH:**

WHEREAS, the County has acquired a BJA-COAP Grant Award to implement the BJA HARBOUR-LEAD Program ("HARBOUR") in the amount of \$600,000.00 dollars for the 36 month reporting period of October 2019 to September 2022;

WHEREAS, the Provider provides such professional/Support services for HARBOUR for this 3 year BJA Grant period in the amount of \$336,747 upon a negotiated basis; and

WHEREAS, the parties have reached the following agreement for the Provider to provide services/supports to implement HARBOUR,

NOW, THEREFORE, in consideration of premises, and the mutual covenants contained herein, the parties hereto are agreed as follows:

1. Services. The Provider will provide the following services to Burke County, as part of its HARBOUR Duties:
  - A. Staffing Responsibilities and Invoicing.
    - (1). Hire a Program Coordinator for HARBOUR. The Program Coordinator will plan and coordinate the program including scheduling, client intake, staffing communication, data collection and information dissemination. Burke Recovery will invoice Burke County for reimbursement of this staffing cost, including fringe benefit expenses.
  - B. General Equipment/Supply Grant Reimbursement Invoicing.
    - (1). General Office Supplies including copy paper, folders, pens, envelopes, laptop, printing, postage supplies, etc., will be purchased through the BJA Grant of which Burke Recovery will invoice Burke County for reimbursement of these supply costs.

- C. Consultant Fees, and Invoicing.  
 (1). Contract a program evaluation consultant to complete periodic and final program evaluation duties with the end-goal of reporting to the HARBOUR advisory council. Burke Recovery will invoice Burke County for reimbursement of this cost.
- D. Assessment, Basic ROP Services and Peer Support and Invoicing.  
 (1). Client assessments, basic ROP services and peer support services will be provided through the BJA Grant of which Burke Recovery will invoice Burke County for reimbursement of service costs.
2. Cost. For the services to be provided, the County shall pay to the Provider as directed through the BJA HARBOUR Grant Agreement for a period of the 36-month BJA Grant Award. (Please see attached Budget Agreement for 2019-2022)
3. Term. The term of this Agreement shall be from October 1, 2019 to September 30, 2022.
4. Indemnification. The Provider agrees to protect, indemnify, save and hold harmless the County, its agents, officers, directors and employees against any and all obligations, judgments, liability, claims, causes of action, demands or losses whatsoever, including court costs and attorneys' fees, arising out of any third-party claim, including but not limited to those of the Department based upon any action, negligent or intentional acts, or omissions involving the Provider or its employees or agents in connection with the Provider's performance of this Agreement.
5. County Obligations. Burke County Government agrees:
- A. To pay the Provider as set forth above.
6. Termination. In the event of any of the circumstances set forth below (hereinafter referred to as "default"), the County may immediately terminate this Agreement. Notice of termination must be in writing, state the reason or reasons for the termination, and specify the effective date of the termination:
- A. In the event that Provider shall cease to exist as an organization or shall enter bankruptcy proceedings, be declared insolvent, or liquidate all or substantially all of its assets, or significantly reduce its services during the term of this Agreement.

- B. In the event of any fraudulent representation by the Provider in an invoice or other verification required to obtain payment under this Agreement or other misrepresentation relating to the performance of services under this Agreement
  - C. Nonperformance, incomplete service or performance, or failure to satisfactorily perform any part of the work identified in Section 1, above, or to comply with any provision of this Agreement, as determined by the County in its sole discretion.
  - D. Failure to adhere to the terms of applicable county, state or federal laws, regulations, or state public policy.
7. Notice. Written notice mailed or delivered to the last known address of the parties shall constitute sufficient notice to the County and the Provider. All notices required and/or made pursuant to this Agreement to be given to the County and the Provider shall be in writing and mailed to the party addressed as follows:

The County:

Burke County

Attn: Burke County Manager

P.O. Box 219

Morganton, NC 28680

The Provider:

Burke Recovery

Attn: Executive Director

203 White Street

Morganton, NC 28655

8. Entire Agreement. This Agreement, including any referenced attachments, constitutes the entire Agreement between the parties and shall supersede, replace or nullify any and all prior agreements of understandings, written or oral, relating to the matter set forth herein, and any such prior agreements or understanding shall have no force or affect whatsoever on this Agreement. The County and the Provider have read this Agreement and agree to be bound by all of its terms, and further agree that this Agreement constitutes the complete and exclusive statement of the Agreement between the County and the Provider.

9. Severability. All clauses herein shall act independently of each other. If a clause is found to be illegal or unenforceable, it shall have no effect on the other provisions of this Agreement. If any part, term or provision of this Agreement is by the Courts held to be illegal or in conflict with any laws of the State of North Carolina or the United States, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular part, term or provision held to be invalid.
10. Governing Law. The laws of the State of North Carolina shall govern all aspects of this Agreement. In the event that it is necessary for either party to initiate legal action regarding this Agreement, venue shall lie in Burke County, North Carolina.

### **INSURANCE REQUIREMENTS**

PROVIDER shall maintain insurance from companies licensed to write business in North Carolina, with an A.M. Best rating of "A" or higher, and acceptable to the COUNTY OF BURKE, of the kinds and minimum amounts specified below.

Certificates and Notice of Cancellation; before commencing work under this contract, PROVIDER shall furnish the COUNTY OF BURKE with certificates of all insurance required below. Certificates shall indicate the type, amount, class of operations covered, effective date and expiration date of all policies, and shall contain the following statement:

The Certificate of Insurance, naming the COUNTY OF BURKE as an additional insured where specified, shall be further evidenced by an actual endorsement furnished to the COUNTY OF BURKE from the insurer within thirty (30) days of the signing of the contract between the PROVIDER and the COUNTY OF BURKE, and is included as an attachment of this agreement.

The amount of insurance to be provided for all coverages listed under this section shall be not less than \$1,000,000.00, unless otherwise specified, per occurrence for claims arising from bodily injury and/or property damage, including accidental death which may arise directly or indirectly from PROVIDER'S performance of professional services under this contract. The PROVIDER shall be responsible for any liability directly or indirectly arising out of professional services

performed under this contract by a sub-Provider which liability is not covered by the sub-Provider's insurance.

1. The PROVIDER shall maintain during the life of this contract WORKERS' COMPENSATION and EMPLOYER'S LIABILITY INSURANCE covering all of the PROVIDER'S employees to be engaged in the work under this contract, providing the required statutory benefits under North Carolina Workers Compensation Law, and Employers Liability Insurance providing limits at least in the amount of \$500,000/500,000/500,000 applicable to claims due to bodily injury by accident or disease.
2. A required Certificate of Insurance is to include the following coverage and limits to liability:

	<u>Each Person</u>	<u>Each Occurrence</u>	<u>Aggregate</u>
Comprehensive General Liability	\$1,000,000	\$1,000,000	\$1,000,000
Professional Liability		\$1,000,000	\$3,000,000
Automobile Insurance		\$1,000,000	
Workmen's Compensation	\$500,000	\$500,000	\$500,000

(Please see attached Certificate of Insurance)

The PROVIDER shall furnish the schedule of insurance carried under this contract in the form of a Certificate of Insurance attested by the insurance carrier or appointed agent, indicating the type, amount, class of operations covered, effective date and expiration date of all policies.

**RESPONSIBILITY OF COMPLIANCE WITH LEGAL REQUIREMENTS**

The bidder's products, service and facilities shall be in full compliance with any and all applicable state, federal, local, environmental and safety laws, regulations, ordinances and standards or any standards adopted by nationally recognized testing facilities regardless of whether or not they are referred to in this agreement.

Attachment: Service Contracts for HARBOUR-LEAD Grant.2.2020 (3008 : Health - HARBOUR- LEAD Grant Contract Approval)

The Provider affirms that it is a corporation duly organized under the laws of the State of North Carolina and existing in good standing under the laws of the State of North Carolina, or is licensed to do business as a foreign corporation under the laws of the State of North Carolina, and has full power and authority to carry on its business as such is now being conducted. The Provider hereby verifies that it is aware of, and in compliance with the requirements of E-Verify (Chapter 64, Article 2, North Carolina General Statutes) and will execute an Affidavit verifying compliance.

**SIGNATURES**

**IN WITNESS WHEREOF**, the County of Burke has caused this Agreement to be duly executed in its name and behalf and the Provider has caused this Agreement to be duly executed in its name and behalf.

**Provider**

NAME: Burke Recovery

ADDRESS: 203 White Street

Morganton, NC 28655



SIGNED BY:

PRINT NAME: Kimberly James, Executive Director

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

\_\_\_\_\_  
Margaret Pierce, Deputy County Manager/Finance Director

Attachment: Service Contracts for HARBOUR-LEAD Grant.2.2020 (3008 : Health - HARBOUR- LEAD Grant Contract Approval)

**NORTH CAROLINA BURKE COUNTY**

**AGREEMENT FOR THE HARBOUR (HELPING ACHIEVE RECOVERY THROUGH BURKE OPIOID USE REDUCTION) PROGRAM**

THIS AGREEMENT, made and entered into the first day of January 2020, by and between BURKE COUNTY, a body politic and corporate, located at 200 Avery Avenue, Morganton, North Carolina, 28655 (the "County"), and Catawba Valley Behavioral Health, a North Carolina non-profit corporation (501c3), located at 327 1<sup>st</sup> Ave. NW, Hickory, NC 28601 (the "Provider");

**WITNESSETH:**

WHEREAS, the County has acquired a BJA-COAP Grant Award to implement the BJA HARBOUR-LEAD Program ("HARBOUR") in the amount of \$600,000.00 dollars for the 36 month reporting period of October 2019 to September 2022;

WHEREAS, the Provider provides such professional LEAD (Law Enforcement Assisted Diversion) services for HARBOUR for this 3 year BJA Grant period in the amount of \$48,801 upon a negotiated basis; and

WHEREAS, the parties have reached the following agreement for the Provider to provide services/supports to implement HARBOUR,

NOW, THEREFORE, in consideration of premises, and the mutual covenants contained herein, the parties hereto are agreed as follows:

1. Services. The Provider will provide the following services to Burke County, as part of its HARBOUR Duties:
  - A. Staffing Responsibilities and Invoicing.
    - (1). LEAD case management services provided for HARBOUR-LEAD participants. HARBOUR grant will provide partial funding for this staffing position for the last two years of the life of the grant. Catawba Valley Behavioral Health will invoice Burke County for reimbursement of this staffing cost, including fringe benefit expenses.
2. Cost. For the services to be provided, the County shall pay to the Provider as directed through the BJA HARBOUR Grant Agreement for a period of the 36-month BJA Grant Award.
3. Term. The term of this Agreement shall be from October 1, 2019 to September 30, 2022.

4. Indemnification. The Provider agrees to protect, indemnify, save and hold harmless the County, its agents, officers, directors and employees against any and all obligations, judgments, liability, claims, causes of action, demands or losses whatsoever, including court costs and attorneys' fees, arising out of any third-party claim, including but not limited to those of the Department based upon any action, negligent or intentional acts, or omissions involving the Provider or its employees or agents in connection with the Provider's performance of this Agreement.
  
5. County Obligations. Burke County Government agrees:
  - A. To pay the Provider as set forth above.
  
6. Termination. In the event of any of the circumstances set forth below (hereinafter referred to as "default"), the County may immediately terminate this Agreement. Notice of termination must be in writing, state the reason or reasons for the termination, and specify the effective date of the termination:
  - A. In the event that Provider shall cease to exist as an organization or shall enter bankruptcy proceedings, be declared insolvent, or liquidate all or substantially all of its assets, or significantly reduce its services during the term of this Agreement.
  
  - B. In the event of any fraudulent representation by the Provider in an invoice or other verification required to obtain payment under this Agreement or other misrepresentation relating to the performance of services under this Agreement
  
  - C. Nonperformance, incomplete service or performance, or failure to satisfactorily perform any part of the work identified in Section 1, above, or to comply with any provision of this Agreement, as determined by the County in its sole discretion.
  
  - D. Failure to adhere to the terms of applicable county, state or federal laws, regulations, or state public policy.
  
7. Notice. Written notice mailed or delivered to the last known address of the parties shall constitute sufficient notice to the County and the Provider. All notices required and/or made

pursuant to this Agreement to be given to the County and the Provider shall be in writing and mailed to the party addressed as follows:

The County:

Burke County

Attn: Burke County Manager

P.O. Box 219

Morganton, NC 28680

The Provider:

Catawba Valley Behavioral Health

Attn: John Waters, CEO

327 1<sup>st</sup> Ave. NW

Hickory, NC 28601

8. Entire Agreement. This Agreement, including any referenced attachments, constitutes the entire Agreement between the parties and shall supersede, replace or nullify any and all prior agreements of understandings, written or oral, relating to the matter set forth herein, and any such prior agreements or understanding shall have no force or affect whatsoever on this Agreement. The County and the Provider have read this Agreement and agree to be bound by all of its terms, and further agree that this Agreement constitutes the complete and exclusive statement of the Agreement between the County and the Provider.
9. Severability. All clauses herein shall act independently of each other. If a clause is found to be illegal or unenforceable, it shall have no effect on the other provisions of this Agreement. If any part, term or provision of this Agreement is by the Courts held to be illegal or in conflict with any laws of the State of North Carolina or the United States, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular part, term or provision held to be invalid.
10. Governing Law. The laws of the State of North Carolina shall govern all aspects of this Agreement. In the event that it is necessary for either party to initiate legal action regarding this Agreement, venue shall lie in Burke County, North Carolina.

## INSURANCE REQUIREMENTS

PROVIDER shall maintain insurance from companies licensed to write business in North Carolina, with an A.M. Best rating of "A" or higher, and acceptable to the COUNTY OF BURKE, of the kinds and minimum amounts specified below.

Certificates and Notice of Cancellation; before commencing work under this contract, PROVIDER shall furnish the COUNTY OF BURKE with certificates of all insurance required below. Certificates shall indicate the type, amount, class of operations covered, effective date and expiration date of all policies, and shall contain the following statement:

The Certificate of Insurance, naming the COUNTY OF BURKE as an additional insured where specified, shall be further evidenced by an actual endorsement furnished to the COUNTY OF BURKE from the insurer within thirty (30) days of the signing of the contract between the PROVIDER and the COUNTY OF BURKE, and is included as an attachment of this agreement.

The amount of insurance to be provided for all coverages listed under this section shall be not less than \$1,000,000.00, unless otherwise specified, per occurrence for claims arising from bodily injury and/or property damage, including accidental death which may arise directly or indirectly from PROVIDER'S performance of professional services under this contract. The PROVIDER shall be responsible for any liability directly or indirectly arising out of professional services performed under this contract by a sub-Provider which liability is not covered by the sub-Provider's insurance.

1. The PROVIDER shall maintain during the life of this contract WORKERS' COMPENSATION and EMPLOYER'S LIABILITY INSURANCE covering all of the PROVIDER'S employees to be engaged in the work under this contract, providing the required statutory benefits under North Carolina Workers Compensation Law, and Employers Liability Insurance providing limits at least in the amount of \$500,000/500,000/500,000 applicable to claims due to bodily injury by accident or disease.
2. A required Certificate of Insurance is to include the following coverage and limits to liability:

	<u>Each Person</u>	<u>Each Occurrence</u>	<u>Aggregate</u>
Comprehensive General Liability	\$1,000,000	\$1,000,000	\$1,000,000
Professional Liability		\$1,000,000	\$3,000,000
Automobile Insurance		\$1,000,000	
Workmen's Compensation	\$500,000	\$500,000	\$500,000

(Please see attached Certificate of Insurance)

The PROVIDER shall furnish the schedule of insurance carried under this contract in the form of a Certificate of Insurance attested by the insurance carrier or appointed agent, indicating the type, amount, class of operations covered, effective date and expiration date of all policies.

**RESPONSIBILITY OF COMPLIANCE WITH LEGAL REQUIREMENTS**

The bidder's products, service and facilities shall be in full compliance with any and all applicable state, federal, local, environmental and safety laws, regulations, ordinances and standards or any standards adopted by nationally recognized testing facilities regardless of whether or not they are referred to in this agreement.

The Provider affirms that it is a corporation duly organized under the laws of the State of North Carolina and existing in good standing under the laws of the State of North Carolina, or is licensed to do business as a foreign corporation under the laws of the State of North Carolina, and has full power and authority to carry on its business as such is now being conducted. The Provider hereby verifies that it is aware of, and in compliance with the requirements of E-Verify (Chapter 64, Article 2, North Carolina General Statutes) and will execute an Affidavit verifying compliance.

Attachment: Service Contracts for HARBOUR-LEAD Grant.2.2020 (3008 : Health - HARBOUR- LEAD Grant Contract Approval)

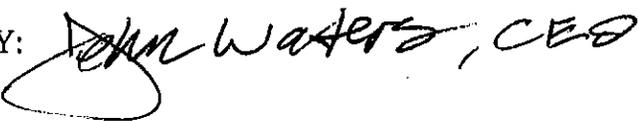
**SIGNATURES**

**IN WITNESS WHEREOF**, the County of Burke has caused this Agreement to be duly executed in its name and behalf and the Provider has caused this Agreement to be duly executed in its name and behalf.

**Provider**

NAME: Catawba Valley Behavioral Healthcare

ADDRESS: 327 1<sup>st</sup> Ave. NW, Hickory, NC 28601

SIGNED BY: 

PRINT NAME: John Waters, CEO

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

\_\_\_\_\_  
Margaret Pierce, Deputy County Manager/Finance Director

Attachment: Service Contracts for HARBOUR-LEAD Grant.2.2020 (3008 : Health - HARBOUR- LEAD Grant Contract Approval)

**NORTH CAROLINA BURKE COUNTY**  
**AGREEMENT FOR AN EMPLOYEE ASSISTANCE PROGRAM**

THIS AGREEMENT, made and entered into the first day of January 2020, by and between BURKE COUNTY, a body politic and corporate, located at 200 Avery Avenue, Morganton, North Carolina, 28655 (the "County"), and Clay, Wilson and Associates Inc. dba: The Cognitive Connection, a North Carolina professional association, located at 301 East Meeting Street Morganton, NC 28655 (Please note all mail correspondences need to be mailed to The Cognitive Connection's Corporate Office at: 4330 Viola Sipe Drive, Conover NC 28613 (the "Provider"));

**WITNESSETH:**

WHEREAS, the County has acquired a BJA Grant Award to implement the HARBOUR-LEAD program ("HARBOUR") in the amount of \$600,000.00 dollars for the 36 month reporting period of October 2019 to September 2022;

WHEREAS, the Provider provides such professional/Support services for HARBOUR for this 3 year BJA Grant period in the amount of \$119,920 upon a negotiated basis; and

WHEREAS, the parties have reached the following agreement for the Provider to provide services/supports to implement HARBOUR;

NOW, THEREFORE, in consideration of premises, and the mutual covenants contained herein, the parties hereto are agreed as follows:

1. Services. The Provider will provide the following services to Burke County, to be part of its HARBOUR Duties:
  - A. Enhanced Services (SACOT, IOP).
    - (1). Provide enhanced services (SACOT, IOP) for HARBOUR clients during program to enhance and sustain recovery. The Cognitive Connection will invoice Burke County for reimbursement of these service costs.
2. Cost. For the services to be provided, the County shall pay to the Provider as directed through the BJA HARBOUR Grant Agreement for a period of the 36-month BJA Grant Award.
3. Term. The term of this Agreement shall be from October 1, 2019 to September 30, 2022.

4. Indemnification. The Provider agrees to protect, indemnify, save and hold harmless the County, its agents, officers, directors and employees against any and all obligations, judgments, liability, claims, causes of action, demands or losses whatsoever, including court costs and attorneys' fees, arising out of any third-party claim, including but not limited to those of the Department, veterinarians, or owners of animals, based upon any action, negligent or intentional acts, or omissions involving the Provider or its employees or agents in connection with the Provider's performance of this Agreement.
5. County Obligations. Burke County Government agrees:
- A. To designate a Program Administrator whose function is to be the liaison between the Provider and the HARBOUR Affiliates.
  - B. To pay the Provider as set forth above.
6. Termination. In the event of any of the circumstances set forth below (hereinafter referred to as "default"), the County may immediately terminate this Agreement. Notice of termination must be in writing, state the reason or reasons for the termination, and specify the effective date of the termination:
- A. In the event that Provider shall cease to exist as an organization or shall enter bankruptcy proceedings, be declared insolvent, or liquidate all or substantially all of its assets, or significantly reduce its services or accessibility to County employees and their families during the term of this Agreement.
  - B. In the event of any fraudulent representation by the Provider in an invoice or other verification required to obtain payment under this Agreement or other misrepresentation relating to the performance of services under this Agreement
  - C. Nonperformance, incomplete service or performance, or failure to satisfactorily perform any part of the work identified in Section 1, above, or to comply with any provision of this Agreement, as determined by the County in its sole discretion.
  - D. Failure to adhere to the terms of applicable county, state or federal laws, regulations, or state public policy.

7. Notice. Written notice mailed or delivered, to the last known address of the parties shall constitute sufficient notice to the County and the Provider. All notices required and/or made pursuant to this Agreement to be given to the County and the Provider shall be in writing and mailed to the party addressed as follows:

The County:

Burke County

Attn: Burke County Manager

P.O. Box 219

Morganton, NC 28680

The Provider: The Cognitive Connection

4330 Viola Sipe Drive

Conover, NC 28613

8. Entire Agreement. This Agreement, including any referenced attachments, constitutes the entire Agreement between the parties and shall supersede, replace or nullify any and all prior agreements of understandings, written or oral, relating to the matter set forth herein, and any such prior agreements or understanding shall have no force or affect whatsoever on this Agreement. The County and the Provider have read this Agreement and agree to be bound by all of its terms, and further agree that this Agreement constitutes the complete and exclusive statement of the Agreement between the County and the Provider.

9. Severability. All clauses herein shall act independently of each other. If a clause is found to be illegal or unenforceable, it shall have no effect on the other provisions of this Agreement. If any part, term or provision of this Agreement is by the Courts held to be illegal or in conflict with any laws of the State of North Carolina or the United States, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular part, term or provision held to be invalid.

10. Governing Law. The laws of the State of North Carolina shall govern all aspects of this Agreement. In the event that it is necessary for either party to initiate legal action regarding this Agreement, venue shall lie in Burke County, North Carolina.

## INSURANCE REQUIREMENTS

VENDOR shall maintain insurance from companies licensed to write business in North Carolina, with an A.M. Best rating of "A" or higher, and acceptable to the COUNTY OF BURKE, of the kinds and minimum amounts specified below.

Certificates and Notice of Cancellation; before commencing work under this contract, VENDOR shall furnish the COUNTY OF BURKE with certificates of all insurance required below. Certificates shall indicate the type, amount, class of operations covered, effective date and expiration date of all policies, and shall contain the following statement:

The Certificate of Insurance, naming the COUNTY OF BURKE as an additional insured where specified, shall be further evidenced by an actual endorsement furnished to the COUNTY OF BURKE from the insurer within thirty (30) days of the signing of the contract between the VENDOR and the COUNTY OF BURKE, and is included as an attachment of this AGREEMENT.

The amount of insurance to be provided for all coverages listed under this section shall be not less than \$1,000,000.00, unless otherwise specified, per occurrence for claims arising from bodily injury and/or property damage, including accidental death which may arise directly or indirectly from VENDOR'S performance of professional services under this contract. The VENDOR shall be responsible for any liability directly or indirectly arising out of professional services performed under this contract by a sub-Vendor which liability is not covered by the sub-Vendor's insurance.

1. The VENDOR shall maintain during the life of this contract WORKERS' COMPENSATION and EMPLOYER'S LIABILITY INSURANCE covering all of the VENDOR'S employees to be engaged in the work under this contract, providing the required statutory benefits under North Carolina Workers Compensation Law, and Employers Liability Insurance providing limits at least in the amount of \$500,000/500,000/500,000 applicable to claims due to bodily injury by accident or disease.
2. A required Certificate of Insurance is to include the following coverage and limits to liability:

	<u>Each Person</u>	<u>Each Occurrence</u>	<u>Aggregate</u>
Comprehensive General Liability	\$250,000	\$1,000,000	\$1,000,000
Bodily Injury Liability	\$100,000	\$ 200,000	
Workmen's Compensation	Statutory		
Employers Liability	Statutory		
Umbrella Excess Third Liability the Excess Insurer's Limit of Liability is to be \$5,000,000			
In Excess of Retained Limit.			

The VENDOR shall furnish the schedule of insurance carried under this contract in the form of a Certificate of Insurance attested by the insurance carrier or appointed agent, indicating the type, amount, class of operations covered, effective date and expiration date of all policies.

**RESPONSIBILITY OF COMPLIANCE WITH LEGAL REQUIREMENTS**

The bidder's products, service and facilities shall be in full compliance with any and all applicable state, federal, local, environmental and safety laws, regulations, ordinances and standards or any standards adopted by nationally recognized testing facilities regardless of whether or not they are referred to in this agreement.

The Vendor affirms that it is a corporation duly organized under the laws of the State of North Carolina and existing in good standing under the laws of the State of North Carolina, or is licensed to do business as a foreign corporation under the laws of the State of North Carolina, and has full power and authority to carry on its business as such is now being conducted. The Vendor hereby verifies that it is aware of, and in compliance with the requirements of E-Verify (Chapter 64, Article 2, North Carolina General Statutes) and will execute an Affidavit verifying compliance.

**SIGNATURES**

**IN WITNESS WHEREOF**, the OWNER has caused this Agreement to be duly executed in its name and behalf and the VENDOR has caused this Agreement to be duly executed in its name and behalf

**VENDOR**

Clay, Wilson and Associates, Inc

NAME: dba: The Cognitive Connection

ADDRESS: 4330 Viola Sipe Drive

Conover, NC 28613

SIGNED BY: Julie C. Walker, CEO

OWNER

PRINT NAME: Julie C. Walker

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

\_\_\_\_\_  
Margaret Pierce, Deputy County Manager/Finance Director

Attachment: Service Contracts for HARBOUR-LEAD Grant.2.2020 (3008 : Health - HARBOUR- LEAD Grant Contract Approval)

# .Auto-Owners

69309 **9.13.a**

Issued 12-03-2019

INSURANCE COMPANY  
6101 ANACAPRI BLVD., LANSING, MI 48917-3999  
AGENCY MIMOSA INSURANCE AGENCY LLC  
15-0320-00 DW MKT TERR 059 (828) 437-5357

**BUSINESS AUTO POLICY  
STANDARD PROGRAM**

Endorsement Effective 12-03-2019

**POLICY NUMBER 41-654-081-00**  
Company Use 35-04-NC-9810

NAMED INSURED BURKE UNITED CHRISTIAN MINISTRIES

Company  
Bill

POLICY TERM	
12:01 a.m.	12:01 a.m.
10-23-2019 to	10-23-2020

ADDRESS 305 B WEST UNION STREET  
MORGANTON NC 28655-3782

This policy is amended in consideration of the additional or return premium shown below. This Declaration voids and replaces all previously issued. Declarations bearing the same policy number and premium term.

000091 / 000090

### Scheduled Drivers List

Listed below are drivers currently scheduled on this policy. Please compare the list with your current records and contact your agent with any changes that need to be made. We will update the list accordingly for the next renewal.

Name: Last	First	Age	Date of Birth MM-DD-CCYY	State
BARRIER	DALE	68	03-14-1951	NC
BRADSHAW	DIANE	57	12-21-1961	NC
OHNESORGE	ROSEMARY	64	05-16-1955	NC
PHELPS	JOHN	78	09-23-1941	NC
BEAM	DAVID	76	11-01-1942	NC
LIPSEY	BENJAMIN	72	11-14-1946	NC
WATTS	JOSHUA	42	01-26-1977	NC
BANNER	RAYMOND	79	08-09-1940	NC
NORRIS	ELIZABETH	28	11-06-1990	NC
BRADSHAW	BILLY	58	02-28-1961	NC
SCHELLER	MICHAEL	70	03-27-1949	NC
THOMAS	CARL	53	01-30-1966	NC
BURLESON	DAVID	59	10-04-1960	NC
VANCE	SAMMY	51	04-20-1968	NC
REEP	GLENN	82	03-02-1937	NC
MULL	WENDY	46	06-15-1973	NC
WHITE	CAMERON	32	11-06-1986	NC
PARKER	STEVE	72	09-19-1947	NC

Attachment: Service Contracts for HARBOUR-LEAD Grant.2.2020 (3008 : Health - HARBOUR- LEAD Grant Contract Approval)



AUTO-OWNERS INS. CO.

Issued 12-0

9.13.a

AGENCY MIMOSA INSURANCE AGENCY LLC  
15-0320-00 DW MKT TERR 059

Company POLICY NUMBER 41-654-081-00  
Bill Company Use 35-04-NC-9810

NAMED INSURED BURKE UNITED CHRISTIAN MINISTRIES

Term 10-23-2019 to 10-23-2020

	TERRITORY	CLASS
3 1993 DODG RAM 1500 QUAD VIN: 1B7HF13ZXX5J1592	465 Burke County, NC	5CA

COVERAGES	LIMITS	PREMIUM	CHANGE
Combined Liability	\$ 500,000 each accident	\$265.99	
Medical Payments	\$ 5,000 each person	42.05	
Comprehensive	ACV- \$ 100 deductible	45.67	
Collision	ACV - \$ 250 deductible	92.12	
Terrorism Coverage		2.14	
<b>TOTAL</b>		<b>\$447.97</b>	No Charge

Interested Parties: None

ITEM DETAILS: Radius of operation - within a 100 mile radius.

USE CLASS (00260): NOC Not Wholesale Or Retail Delivery.

Vehicle Count Factor Applies.

Total item recoupment by coverage:

BI - \$9.05 PD - \$9.05

160 1810 100 0022001 0879

	TERRITORY	CLASS
4 2007 DODG GRAND CARAVAN SE VIN: 1D4GP24R97B103661	465 Burke County, NC	5CA

COVERAGES	LIMITS	PREMIUM	CHANGE
Combined Liability	\$ 500,000 each accident	\$277.18	
Medical Payments	\$ 5,000 each person	42.05	
Comprehensive	ACV - \$ 100 deductible	58.57	
Collision	ACV - \$ 250 deductible	96.85	
Terrorism Coverage		2.28	
<b>TOTAL</b>		<b>\$476.93</b>	No Charge

Interested Parties: None

ITEM DETAILS: Radius of operation -within a 100 mile radius.

USE CLASS (00260): NOC Not Wholesale Or Retail Delivery.

Vehicle Count Factor Applies.

Total item recoupment by coverage:

BI - \$9.05 PD - \$9.05

160 1810 100 0022001 0879

	TERM	ALL ITEMS
ESTIMATED TOTAL PREMIUM	\$2,169.45	No Charge

-A 12% Cumulative Multi-Policy Discount applies to commercial rated vehicles.

Supporting policies are marked with an (X): Comm Umb() Comm Prop/Comm Liab(X) WC() Life() Farm().

- A 5% Multi-Policy Discount applies to private-passenger rated vehicles.

0087

0094



Attachment: Service Contracts for HARBOUR-LEAD Grant.2.2020 (3008 : Health - HARBOUR- LEAD Grant Contract Approval)

INSURANCE COMPANY  
6101 ANACAPRI BLVD., LANSING, MI 48917-3999

AGENCY MIMOSA INSURANCE AGENCY LLC  
15-0320-00 DW MKT TERR 059 (828)437-5357

NAMED INSURED BURKE UNITED CHRISTIAN MINISTRIES

ADDRESS 305 B WEST UNION STREET  
MORGANTON NC 28655-3782

**BUSINESS AUTO POLICY  
STANDARD PROGRAM**

Endorsement Effective 12-03-2019

**POLICY NUMBER 41-654-081-00**

Company Use 35-04-NC-9810

Company Bill	<b>POLICY TERM</b>	
	12:01 a.m. 10-23-2019	12:01 a.m. 10-23-2020

This policy is amended in consideration of the additional or return premium shown below. This Declaration voids and replaces all previously issued Declarations bearing the same policy number and premium term.

### ITEM THREE - SCHEDULE OF COVERED AUTOS, ADDITIONAL COVERAGES AND ENDORSEMENTS

	TERRITORY	CLASS
<b>Uninsured and Underinsured Motorists</b>		
<b>COVERAGES</b>	<b>LIMITS</b>	<b>PREMIUM CHANGE</b>
Uninsured and Underinsured Motorists		
Bodily Injury	\$ 500,000 each person/\$ 500,000 each accident	\$233.66
Uninsured Motorists		
Property Damage	\$ 500,000 each accident - \$ 100 deductible	18.85
Terrorism Coverage		1.26
	<b>TOTAL</b>	<b>\$253.77</b>
		No Charge

Rating is for 3 commercial vehicles..

160 0879

	TERRITORY	CLASS
<b>Hired Autos</b>		
	465 Burke County, NC	SPL
<b>COVERAGES</b>	<b>LIMITS</b>	<b>PREMIUM CHANGE</b>
Combined Liability	\$ 500,000 each accident	\$88.21
Comprehensive	ACV \$ 100 deductible each covered auto	12.10
Collision	ACV \$ 250 deductible each covered auto	34.70
Terrorism Coverage		.58
	<b>TOTAL</b>	<b>\$135.59</b>
		No Charge

Additional Endorsements For This Item: 19392 (06-92)

ITEM DETAILS: Estimated cost of hire - liability \$ If Any (Subject to audit)  
Estimated cost of hire - physical damage \$ If Any (Subject to audit)

Total item recoupment by coverage:

BI - \$9.06 PD - \$9.06

Cost of hire means the total cost you incur for the hire of autos you do not own (not including autos you borrow or rent from your partners or employees or their family members). Cost of hire does not include charges for services performed by motor carriers of property or passengers.

160 1812 100 0879



INSURANCE COMPANY  
 610fANACAPRI BLVD., LANSING, MI 48917-3999

AGENCY MIMOSAINSURANCE AGENCY LLC  
 15-0320-00 DW MKT TERR 059 (828) 437-5357

**BUSINESS AUTO POLICY  
 STANDARD PROGRAM**

Endorsement Effective 12-03-2019

**POLICY NUMBER 41-654-081-00**

Company Use 35-04-NC-9810

**ITEM ONE**

NAMED INSURED BURKE UNITED CHRISTIAN MINISTRIES

ADDRESS 305 B WEST UNION STREET  
 MORGANTON NC 28655-3782

Company Bill	<b>POLICY TERM</b>	
	12:01 a.m.	12:01 a.m.
	10-23-2019	to 10-23-2020

Entity: Corporation

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

**ITEM TWO - SCHEDULE OF COVERED AUTOS AND COVERAGES**

This policy provides only those coverages where a change is shown in the premium column below. Each of these coverages will apply only to those "autos" shown as covered "autos". "Autos" are shown as covered "autos" for a particular coverage by the entry of one or more of the symbols from the COVERED AUTOS section of the Business Auto Coverage Form next to the name of the coverage.

COVERAGES	COVERED AUTOS SYMBOLS	LIMIT OF INSURANCE FOR ANY ONE ACCIDENT OR LOSS	PREMIUM
Combined Liability	1	\$500,000 each accident	\$1,112.39
Uninsured and Underinsured Motorists Coverage	6	Uninsured and Underinsured Motorists Bodily Injury - See ITEM THREE for each covered auto.	\$233.66
	6	Uninsured Motorists Property Damage - See ITEM THREE for each covered auto.	\$18.85
Auto Medical Payments	7	\$5,000 each person	\$126.15
Comprehensive	7,8	See ITEM THREE for the deductible applicable for each covered auto.	\$246.77
	7,8		\$421.38
Towing and Labor			No Coverage
Rental Reimbursement			No Coverage
<b>Premium for Endorsements and Terrorism Coverage</b>			\$10.25
<b>ESTIMATED TOTAL PREMIUM*</b>			\$2,169.45

\* This policy may be subject to final audit.

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Attachment: Service Contracts for HARBOUR-LEAD Grant.2.2020 (3008 : Health - HARBOUR- LEAD Grant Contract Approval)

# .Auto-Owners

9.13.a

Issued 12-05-2019

INSURANCE COMPANY  
6101 ANACAPRI BLVD., LANSING, MI 48917-3999

AGENCY MIMOSA INSURANCE AGENCY LLC  
15-0320-00 DW MKT TERR 059 (828) 437-5357

Endorsement Effective 12-03-2019

POLICY NUMBER 41-654-081-00

Company Use 35-04-NC-9810

NAMEDINSUREE BURKE UNITED CHRISTIAN MINISTRIES

Company  
Bill

POLICY TERM	
12:01 a.m.	12:01 a.m.
10-23-2019	to 10-23-2020

ADDRESS 305 B WEST UNION STREET  
MORGANTON NC 28655-3782

**BUSINESS AUTO POLICY  
DESCRIPTION OF CHANGES EFFECTIVE 12-03 2019  
(See Declarations Attached)**

- DELETED DRIVER: CARL FERGUSON
- DELETED DRIVER: MARK FRANKLIN
- DELETED DRIVER: CLARENCE OSBORNE
- DELETED DRIVER: HAL RAYBURN
- DELETED DRIVER: RONALD CONLEY
- DELETED DRIVER: KEITH SUTTLES
- DELETED DRIVER: SANFORD CLARK
- DELETED DRIVER: WENDY MULL
- DELETED DRIVER: SANFORD CLARK
- DELETED DRIVER: ROBERT KENDALL
- DELETED DRIVER: PAUL TAYLOR

	TERM	ALL ITEMS
ESTIMATED TOTAL PREMIUM	\$2,169.45	No Charge

Attachment: Service Contracts for HARBOUR-LEAD Grant.2.2020 (3008 : Health - HARBOUR- LEAD Grant Contract Approval)



15-0320-00  
MIMOSA INSURANCE AGENCY LLC  
PO BOX310.  
MORGANTON NC 28680

# *Auto-Owners* INSURANCE

LIFE • HOME • CAR • BUSINESS

P.O. BOX 30660 • LANSING, MICHIGAN 48909-8160

AUTO-OWNERS INSURANCE COMPANY

12-05-2019

BURKE UNITED CHRISTIAN MINISTRIES  
305 B WEST UNION STREET  
MORGANTON NC 28655-3782

**Remember**, you can view your policy, pay your bill or change your paperless options any time online, at [www.auto-owners.com](http://www.auto-owners.com). If you have not already enrolled your policy, you may do so using policy number **41-654-081-00** and Personal ID Code (PID) **T2K 6G1 4P2**.

Your agency's phone number is (828) 437-5357.

RE: Policy 41-654-081-00

Thank you for selecting Auto-Owners Insurance Group to serve your insurance needs! Feel free to contact your independent Auto-Owners agent with questions you may have.

Auto-Owners and its affiliate companies offer a variety of programs, each of which has its own eligibility requirements, coverages and rates. In addition, Auto-Owners also offers many billing options. Please take this opportunity to review your insurance needs with your Auto-Owners agent, and discuss which company, program, and billing option may be most appropriate for you.

Auto-Owners Insurance Company was formed in 1916. The Auto-Owners Insurance Group is comprised of five property and casualty companies and a life insurance company. Our A++ (Superior) rating by A.M. Best Company signifies that we have the financial strength to provide the insurance protection you need.

- *Serving Our Policyholders and Agents Since 1916* -



**NORTH CAROLINA BURKE COUNTY**

**AGREEMENT FOR THE HARBOUR (HELPING ACHIEVE RECOVERY THROUGH BURKE OPIOID USE REDUCTION) PROGRAM**

THIS AGREEMENT, made and entered into the first day of January 2020, by and between BURKE COUNTY, a body politic and corporate, located at 00 Avery Avenue, Morganton, North Carolina, 28655 (the "County"), and Burke United Christian Ministries, a North Carolina non-profit corporation (501c3), located at 305-B West Union Street Morganton, NC 28655 (the "Provider");

**WITNESSETH:**

WHEREAS, the County has acquired a BJA-COAP Grant Award to implement the BJA HARBOUR-LEAD Program ("HARBOUR") in the amount of \$600,000.00 dollars for the 36 month reporting period of October 2019 to September 2022;

WHEREAS, the Provider provides such professional/Support services for HARBOUR for this 3 year BJA Grant period in the amount of \$73,215.00 upon a negotiated basis; and

WHEREAS, the parties have reached the following agreement for the Provider to provide services/supports to implement HARBOUR,

NOW, THEREFORE, in consideration of premises, and the mutual covenants contained herein, the parties hereto are agreed as follows:

1. Services. The Provider will provide the following services to Burke County, as part of its HARBOUR Duties:
  - A. Staffing Responsibilities and Invoicing.
    - (1). Hire a Social Worker for HARBOUR. The Social Worker will serve as the main referral contact for the program and will provide all resource connections for the clients through case management and continued involvement in every client's progress. Burke United Christian Ministries will invoice Burke County for reimbursement of this staffing cost, including fringe benefit expenses.
  
2. Cost. For the services to be provided, the County shall pay to the Provider as directed through the BJA HARBOUR Grant Agreement for a period of the 36-month BJA Grant Award. (Please see attached Budget Agreement for 2019-2022)

pursuant to this Agreement to be given to the County and the Provider shall be in writing and mailed to the party addressed as follows:

The County:

Burke County

Attn: Burke County Manager

P.O. Box 219

Morganton, NC 28680

The Provider:

Burke United Christian Ministries

Attn: Executive Director

305-B West Union Street

Morganton, NC 28655

8. Entire Agreement. This Agreement, including any referenced attachments, constitutes the entire Agreement between the parties and shall supersede, replace or nullify any and all prior agreements of understandings, written or oral, relating to the matter set forth herein, and any such prior agreements or understanding shall have no force or effect whatsoever on this Agreement. The County and the Provider have read this Agreement and agree to be bound by all of its terms, and further agree that this Agreement constitutes the complete and exclusive statement of the Agreement between the County and the Provider.
9. Severability. All clauses herein shall act independently of each other. If a clause is found to be illegal or unenforceable, it shall have no effect on the other provisions of this Agreement. If any part, term or provision of this Agreement is by the Courts held to be illegal or in conflict with any laws of the State of North Carolina or the United States, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular part, term or provision held to be invalid.
10. Governing Law. The laws of the State of North Carolina shall govern all aspects of this Agreement. In the event that it is necessary for either party to initiate legal action regarding this Agreement, venue shall lie in Burke County, North Carolina.

**INSURANCE REQUIREMENTS**

**SIGNATURES**

IN WITNESS WHEREOF, the County of Burke has caused this Agreement to be duly executed in its name and behalf and the Provider has caused this Agreement to be duly executed in its name and behalf.

**Provider**

NAME: Burke United Christian Ministries

ADDRESS: 305-B West Union Street

Morganton, NC 28655

SIGNED BY: Alice Horton

PRINT NAME: Alice Horton, Executive Director

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

Margaret Pierce, Deputy County Manager/Finance Director

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**CONSENT AGENDA**

**Subject Title: Tax Dept. - Tax Collection Report for February 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 February 29, 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	\$44,881,650.00	\$42,963,860.08	\$1,913,787.58	95.74%

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	\$46,179,009.82	\$1,890,990.18	96.07%
Delinquent Taxes	\$650,000.00	\$598,063.88	\$51,936.12	92.01%
Late List Penalty	\$250,000.00	\$273,621.99	NONE	109.45%

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	\$42,963,860.08	\$506,139.92	98.84%
Motor Vehicle Tax	\$4,600,000.00	\$3,215,149.74	\$1,384,850.26	69.89%

**Budgetary Effect:** None.

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

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

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**CONSENT AGENDA**

**Subject Title: Tax Dept. - Release Refund Report for February 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)	\$7,145.06	\$419.33	\$6,725.73	\$64.78

<b>VTS Refunds Over \$100</b>	
	<b>Refund Amount</b>
VTS Adjustments	\$0.00

\*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 February 2020 as presented.

TR-304 BILL RELEASE REPORT FEBRUARY 2020

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount
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**TAX DISTRICT: BURKE COUNTY      RELEASE REASON: Assessed In Error**

0024025013-2018-2018-0000-00-REG	CAUSBY, TRICIA MANUS	7/1/2018	LINDA WILBUR	2/27/2020	4.48	4.48	0.00	0.00
0024025013-2019-2019-0000-00-REG	CAUSBY, TRICIA MANUS	7/1/2019	LINDA WILBUR	2/27/2020	4.05	4.05	0.00	0.00
<b>Subtotal</b>						<b>8.53</b>		<b>0.00</b>

**TAX DISTRICT: BURKE COUNTY      RELEASE REASON: Business Closed**

0000124147-2011-2011-0000-00-REG	SHARPER IMAGE SALON/DAY SPA	7/1/2011	RENEE AUSTIN	2/27/2020	25.72	25.72	0.00	0.00
0024009532-2015-2015-0000-00-REG	INTENTION WORKS LLC	7/1/2015	RENEE AUSTIN	2/27/2020	62.80	62.80	0.00	0.00
0024009532-2016-2016-0000-00-REG	INTENTION WORKS LLC	7/1/2016	RENEE AUSTIN	2/27/2020	61.82	61.82	0.00	0.00
<b>Subtotal</b>						<b>150.34</b>		<b>0.00</b>

**TAX DISTRICT: BURKE COUNTY      RELEASE REASON: Exempt Property**

0000059763-2019-2019-0000-00-REG	BURKE COUNTY PUBLIC SCHOOL BOE	7/1/2019	AMANDA CONLEY	2/18/2020	695.00	695.00	0.00	0.00
0024022033-2018-2018-0000-01-REG	1780 PROPERTY OWNERS ASSOCIATION INC	7/1/2018	AMANDA CONLEY	2/18/2020	1,869.54	1,869.54	0.00	0.00
0024022033-2019-2019-0000-01-REG	1780 PROPERTY OWNERS ASSOCIATION INC	7/1/2019	AMANDA CONLEY	2/18/2020	2,364.86	2,364.86	0.00	0.00
<b>Subtotal</b>						<b>4,929.40</b>		<b>0.00</b>

**TAX DISTRICT: BURKE COUNTY      RELEASE REASON: Mapping Correction      PARCEL DOUBLE CHARGED**

0000044045-2013-2013-0000-00-REG	DAVIS, FRANCES N	7/1/2013	AMANDA CONLEY	2/26/2020	21.76	21.76	0.00	0.00
0000044045-2014-2014-0000-00-REG	DAVIS, FRANCES N	7/1/2014	AMANDA CONLEY	2/26/2020	21.76	21.76	0.00	0.00

Attachment: Copy of 8 TR-304 Bill Release Report Feb 2020 V2 (2991 : Tax Release Refund Report)

TR-304 BILL RELEASE REPORT FEBRUARY 2020

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount
0000044045-2015-2015-0000-00-REG	DAVIS, FRANCES N	7/1/2015	AMANDA CONLEY	2/26/2020	21.76	21.76	0.00	0.00
0000044045-2016-2016-0000-00-REG	DAVIS, FRANCES N	7/1/2016	AMANDA CONLEY	2/26/2020	21.76	21.76	0.00	0.00
0000044045-2017-2017-0000-00-REG	DAVIS, FRANCES N	7/1/2017	AMANDA CONLEY	2/26/2020	22.24	22.24	0.00	0.00
0000044045-2018-2018-0000-00-REG	DAVIS, FRANCES N	7/1/2018	AMANDA CONLEY	2/26/2020	44.48	44.48	0.00	0.00
0000044045-2019-2019-0000-00-REG	DAVIS, FRANCES N	7/1/2019	AMANDA CONLEY	2/26/2020	22.24	22.24	0.00	0.00
0000101797-2003-2003-0000-00-REG	DAVIS, FRANCES N	7/2/2003	AMANDA CONLEY	2/26/2020	3.98	3.98	0.00	0.00
0000103667-2004-2004-0000-00-REG	DAVIS, FRANCES N	7/1/2004	AMANDA CONLEY	2/26/2020	3.98	3.98	0.00	0.00
0000105598-2005-2005-0000-00-REG	DAVIS, FRANCES N	7/1/2005	AMANDA CONLEY	2/26/2020	3.98	3.98	0.00	0.00
0000107433-2006-2006-0000-00-REG	DAVIS, FRANCES N	7/2/2006	AMANDA CONLEY	2/26/2020	3.98	3.98	0.00	0.00
0000109383-2007-2007-0000-00-REG	DAVIS, FRANCES N	6/30/2007	AMANDA CONLEY	2/26/2020	5.35	5.35	0.00	0.00
0000112483-2008-2008-0000-00-REG	DAVIS, FRANCES N	7/1/2008	AMANDA CONLEY	2/26/2020	5.35	5.35	0.00	0.00
0000115524-2009-2009-0000-00-REG	DAVIS, FRANCES N	7/2/2009	AMANDA CONLEY	2/26/2020	5.35	5.35	0.00	0.00
0000120075-2010-2010-0000-00-REG	DAVIS, FRANCES N	7/1/2010	AMANDA CONLEY	2/26/2020	5.35	5.35	0.00	0.00
0000125956-2011-2011-0000-00-REG	DAVIS, FRANCES N	7/1/2011	AMANDA CONLEY	2/26/2020	5.35	5.35	0.00	0.00
0000144238-2012-2012-0000-00-REG	DAVIS, FRANCES N	7/1/2012	AMANDA CONLEY	2/26/2020	5.35	5.35	0.00	0.00
<b>Subtotal</b>						<b>224.02</b>		<b>0.00</b>

TAX DISTRICT: BURKE COUNTY      RELEASE REASON: Release LFUF

Attachment: Copy of 8 TR-304 Bill Release Report Feb 2020 V2 (2991 : Tax Release Refund Report)

TR-304 BILL RELEASE REPORT FEBRUARY 2020

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount
0000018252-2019-2019-0000-00-REG	SHEERAN, CHARLOTTE	7/1/2019	AMANDA CONLEY	2/19/2020	268.34	72.00	196.34	0.00
<b>Subtotal</b>						<b>72.00</b>		<b>0.00</b>
<b>TAX DISTRICT: BURKE COUNTY</b>		<b>RELEASE REASON: Sold/Traded</b>						
0024007730-2019-2019-0000-00-REG	BRADSHAW, TRUDY LIN	7/1/2019	RENEE AUSTIN	2/27/2020	61.50	61.50	0.00	0.00
0024010155-2018-2018-0000-00-REG	GROSE, MATTHEW S	7/1/2018	CONNIE HOLDER	2/28/2020	58.52	58.52	0.00	0.00
0024038714-2019-2018-0000-00-REG	HINEGARDNER, ELDON JAY	8/9/2019	LINDA WILBUR	2/27/2020	29.56	29.56	0.00	0.00
0024041631-2019-2019-0000-01-REG	POWELL, ROBERT LEE	7/1/2019	BARBARA HARTLEY	2/27/2020	46.37	46.37	0.00	0.00
<b>Subtotal</b>						<b>195.95</b>		<b>0.00</b>
<b>TAX DISTRICT: BURKE COUNTY</b>		<b>RELEASE REASON: Update Description</b>						
0024041631-2019-2019-0000-00-REG	POWELL, ROBERT LEE	7/1/2019	BARBARA HARTLEY	2/27/2020	42.15	42.15	0.00	0.00
<b>Subtotal</b>						<b>42.15</b>		<b>0.00</b>
<b>TAX DISTRICT: BURKE COUNTY</b>		<b>RELEASE REASON: Value Change</b>						
0000015284-2019-2019-0000-00-REG	COLE, VICKIE CARSWELL	7/1/2019	AMANDA CONLEY	2/20/2020	1,147.13	1,147.13	0.00	419.33
0000026732-2019-2019-0000-00-REG	SHOUN, MARY LOISE B	7/1/2019	AMANDA CONLEY	2/26/2020	1,027.52	375.54	651.98	0.00
<b>Subtotal</b>						<b>1,522.67</b>		<b>419.33</b>
<b>Total</b>						<b>7,145.06</b>		<b>419.33</b>
<b>Net Release Amount</b>							<b>6,725.73</b>	

Attachment: Copy of 8 TR-304 Bill Release Report Feb 2020 V2 (2991 : Tax Release Refund Report)

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**CONSENT AGENDA**

**Subject Title: Tax Dept. -Tax Collection Request to Change Minimum Tax Bill to \$5.00**

**Presented By: Danny Isenhour**

**Summary of Information:** On September 3<sup>rd</sup>, 2002 the Burke County Board of Commissioners adopted a "*Resolution Authorizing the Tax Collector to make Adjustments for Underpayments or Overpayments and to Set a Minimum Billing Amount*". This resolution had two parts. The first part authorized the Burke County Tax Collector to treat "small underpayments" of \$1.00 or less as payment in full. It also authorized that "small overpayments" of \$1.00 or less not to be refunded. This was in accordance with North Carolina General Statute 105-357(c).

The second part of this resolution authorized the Burke County Tax Collector not to bill taxpayers for amounts for \$1.00 or less. This was within the range (up to \$5.00) allowed by North Carolina General Statute 105-321(f).

No change is being requested for the first part of the current resolution; it is compliant with North Carolina General Statute.

The requested change is from the second part, increase the minimal tax bill from \$1.00 to \$5.00, the maximum amount allowed by North Carolina General Statute 105-321(f). This is due to the increased cost of printing, insertion, mailing (postage), staff time to prepare and collect bills, and other cost such as bank processing. This cost is around \$4.50 per bill and that amount increases dramatically when the bill goes delinquent. Due to the research required to collect delinquent property tax is extremely time consuming and may or may not result in the bill getting paid.

Here is a poll of some neighboring counties that responded:

County	Minimum Bill	Notes
Burke	\$1.00	
Caldwell	\$5.00	
Henderson	\$5.00	
Lincoln	\$1.00	Requesting Increase
McDowell	\$3.00	
Rutherford	\$1.00	Requesting Increase

Also, the quantity of these small bills has increased since implementing GAP Billing on motor vehicles. GAP is the period between when the tagged motor vehicle registration

expired and when it was renewed. In most cases less than one month. North Carolina General Statute 105-330.3(2) requires taxing jurisdictions to bill the vehicles for this unregistered period as personal property.

Here are some stats for all 2019 bills between \$1.00 and \$5.00.

**TABLE A**

# Bills Between \$1.00-\$5.00	4321
Taxes Generated	\$11,289.57
Taxes Collected	\$6,022.26
% Collected	53.34%
Delinquent Taxes	\$5,267.31

**TABLE B**

Taxes Generated @ 100% Collection	\$11,289.75
Cost 4321 Bills @ \$4.50	\$19,444.50
Taxes Minus Cost	-\$8,154.93

**TABLE C**

Taxes Collected @ 53.34% Collection	\$6,022.26
Cost 4321 Bills @\$4.50	\$19,444.50
Collections minus Cost	-\$13,422.24

**Budgetary Effect:** A minor loss of revenue but, a greater savings in cost.

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

**Suggested Motion:** To adopt Resolution No. 2020-06.

**Burke County  
North Carolina**

**RESOLUTION AUTHORIZING THE TAX COLLECTOR TO MAKE  
ADJUSTMENTS FOR SMALL UNDERPAYMENTS OR OVERPAYMENTS  
AND TO SET A MINIMUM BILLING AMOUNT**

**WHEREAS**, on September 3, 2002 the Burke County Board of Commissioners adopted a Resolution Authorizing the Tax Collector to Make Adjustments for Small Underpayments or Overpayments and to set a Minimum Billing Amount; and

**WHEREAS**, pursuant to North Carolina General Statute 105-357(c) this resolution authorized the Tax Collector to treat underpayments of \$1.00 or less as payment in full; and

**WHEREAS**, this resolution also authorized the Tax Collector not to refund an overpayment of \$1.00 or less, unless requested by the taxpayer; and

**WHEREAS**, pursuant to North Carolina General Statute 105-321(f), the resolution authorized the tax collector not to bill any taxpayer or otherwise collect minimal taxes in the amount of \$1.00 or less; and

**WHEREAS**, the cost to create, bill, and process tax bills under \$5.00 is more than the revenues generated.

**NOW, THEREFORE, BE IT RESOLVED**, pursuant to North Carolina General Statute 105-357(c), the Burke County Board of Commissioners hereby:

- Reaffirms that the Tax Collector shall treat underpayments of \$1.00 or less as payment in full.
- Reaffirms that the Tax Collector shall not refund overpayments of \$1.00 or less unless the taxpayer requests the refund before the end of the fiscal year.
- Pursuant to North Carolina General Statute 105-321(f), the Burke County Tax Collector, as a function of that office, is authorized not to bill any taxpayer when the total original amount does not exceed \$5.00.
- This authority shall be deemed to be continuing until rescinded by the appropriate resolution of this Board.

Adopted this 17<sup>th</sup> day of March 2020.

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

Attest:

---

Kay Honeycutt Draughn, CMC, NCMCC  
Clerk to the Board

**§ 105-321. Disposition of tax records and receipts; order of collection.**

(a) County tax records shall be filed in the office of the assessor unless the board of county commissioners shall require them to be filed in some other public office of the county. City and town tax records shall be filed in some public office of the municipality designated by the governing body of the city or town. In the discretion of the governing body, a duplicate copy of the tax records may be delivered to the tax collector at the time he is charged with the collection of taxes.

(b) Before delivering the tax receipts to the tax collector in any year, the board of county commissioners or municipal governing body shall adopt and enter in its minutes an order directing the tax collector to collect the taxes charged in the tax records and receipts. A copy of this order shall be delivered to the tax collector at the time the tax receipts are delivered to him, but the failure to do so shall not affect the tax collector's rights and duties to employ the means of collecting taxes provided by this Subchapter. The order of collection shall have the force and effect of a judgment and execution against the taxpayers' real and personal property and shall be drawn in substantially the following form:

State of North Carolina  
County \_\_\_\_\_ (or \_\_\_\_\_ City \_\_\_\_\_ or \_\_\_\_\_ Town) \_\_\_\_\_ of  
\_\_\_\_\_ of  
To the Tax Collector of the County (or City or Town) of  
\_\_\_\_\_ of  
\_\_\_\_\_:

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of \_\_\_\_\_ and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the County (or City or Town) of \_\_\_\_\_, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with law.

Witness my hand and official seal, this \_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_

\_\_\_\_\_(Seal)

\_\_\_\_\_  
Chairman, Board of Commissioners of  
\_\_\_\_\_ County  
(Mayor, City (or Town) of \_\_\_\_\_)

\_\_\_\_\_)

Attest:

\_\_\_\_\_  
Clerk of Board of Commissioners of \_\_\_\_\_ County

Attachment: NCGS 105-321(f) (2995 : Tax Collection Request to Change Minimum Tax Bill to \$5.00)

(Clerk of the City (or Town) of \_\_\_\_\_)

(c) The original tax receipts, together with any duplicate copies that may have been prepared, shall be delivered to the tax collector by the governing body on or before the first day of September each year if the tax collector has made settlement as required by G.S. 105-352. The tax collector shall give his receipt for the tax receipts and duplicates delivered to him for collection.

(d) Repealed by Session Laws 2006-30, s. 5, effective June 29, 2006.

(e) The governing body of a taxing unit may contract with a bank or other financial institution for receipt of payment of taxes payable at par and of delinquent taxes and interest for the current tax year. A financial institution may not issue a receipt for any tax payments received by it, however. Discount for early payment of taxes shall be allowed by a financial institution that contracts with a taxing unit pursuant to this subsection to the same extent as allowed by the tax collector. A financial institution that contracts with a taxing unit for receipt of payment of taxes shall furnish a bond to the taxing unit conditioned upon faithful performance of the contract in a form and amount satisfactory to the governing body of the taxing unit. A governing body of a taxing unit that contracts with a financial institution pursuant to this subsection shall publish a timely notice of the institution at which taxpayers may pay their taxes in a newspaper having circulation within the taxing unit. No notice is required, however, if the financial institution receives payments only through the mail.

(f) **Minimal Taxes.** - Notwithstanding the provisions of G.S. 105-380, the governing body of a taxing unit that collects its own taxes may, by resolution, direct its assessor and tax collector not to collect minimal taxes charged on the tax records and receipts. Minimal taxes are the combined taxes and fees of the taxing unit and any other units for which it collects taxes, due on a tax receipt prepared pursuant to G.S. 105-320 in a total original principal amount that does not exceed an amount, up to five dollars (\$5.00), set by the governing body. The amount set by the governing body should be the estimated cost to the taxing unit of billing the taxpayer for the amounts due on a tax receipt or tax notice. Upon adoption of a resolution pursuant to this subsection, the tax collector shall not bill the taxpayer for, or otherwise collect, minimal taxes but shall keep a record of all minimal taxes by receipt number and amount and shall make a report of the amount of these taxes to the governing body at the time of the settlement. These minimal taxes shall not be a lien on the taxpayer's real property and shall not be collectible under Article 26 of this Subchapter. A resolution adopted pursuant to this subsection must be adopted on or before June 15 preceding the first taxable year to which it applies and remains in effect until amended or repealed by resolution of the taxing unit. A resolution adopted pursuant to this subsection shall not apply to taxes on registered motor vehicles.

(g) **Minimal Refunds.** - The governing body of a taxing unit that collects its own taxes may, by resolution, direct the taxing unit not to mail a refund for an overpayment of tax if the refund is less than fifteen dollars (\$15.00). Upon adoption of a resolution

pursuant to this subsection, the taxing unit shall keep a record of all minimal refunds by receipt number and amount and shall make a report of the amount of these refunds to the governing body at the time of the settlement and shall implement a system by which payment of the refund may be made to a taxpayer who comes into the office of the taxing unit seeking the refund. Unless the taxpayer requests the minimal refund in person at the office of the taxing unit before the end of the fiscal year in which the refund is due, the taxing unit must implement a system to apply the minimal refund as a credit against the tax liability of the taxpayer for taxes due to the taxing unit for the next succeeding year. An overpayment of tax bears interest at the rate set under G.S. 105-241.21 from the date the interest begins to accrue until a refund is paid or applied in accordance with this section. Interest accrues from the later of the date the tax was paid and the date the tax would have been considered delinquent under G.S. 105-360. A resolution adopted pursuant to this subsection must be adopted on or before June 15 preceding the first taxable year to which it applies and remains in effect until amended or repealed by resolution of the taxing unit. (1939, c. 310, s. 1103; 1971, c. 806, s. 1; 1973, c. 476, s. 193; c. 615; 1987, c. 45, s. 1; 1989, c. 578, s. 1; 1991, c. 584, s. 1; 1995, c. 24, s. 1; c. 329, ss. 1, 2; 1999-456, s. 59; 2006-30, s. 5; 2012-79, s. 3.1; 2015-266, s. 2.)



Daniel Isenhour  
Tax Administrator

# Burke County

Office of Tax Administration

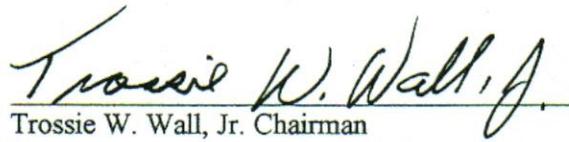
## RESOLUTION AUTHORIZING THE TAX COLLECTOR TO MAKE ADJUSTMENTS FOR UNDERPAYMENTS OR OVERPAYMENTS AND TO SET A MINIMUM BILLING AMOUNT

Be it resolved by the Burke County Board of Commissioners, pursuant to North Carolina General Statute 105-357(c), that the Burke County Tax Collector, as a function of that office, be authorized to treat small underpayments of taxes as paid in full and not to refund small overpayments unless the taxpayer request a refund before the end of the fiscal year in which the payment is made. A "small underpayment" is a payment made that is no more than \$1.00 less than the taxes due. A "small overpayment" is no more than \$1.00 greater than the taxes due.

Also, may it be resolved by the Board of Commissioners, Pursuant to North Carolina General Statute 105-321(f), that the Burke County Tax Collector, as a function of that office, be authorized not to bill any taxpayer for, or otherwise collect minimal taxes in the amount of \$1.00 or less.

This authority shall be deemed to be continuing until rescinded by the appropriate resolution of this Board.

Duly adopted this the 3<sup>rd</sup> day of September, 2002.

  
Trossie W. Wall, Jr. Chairman  
Burke County Board of Commissioners

ATTEST:  
  
Frances McKinney,  
Clerk to the Board



C:\My Documents\Admin. 2002\RESOLUTION-  
MakeAdjustmentsforUnderpayment&OverpaymentofTaxes.doc

PO Box 219, Morganton, NC 28680-0219

Phone: 828.438.5400 • Fax: 828.438.5445 • Hickory Toll Free: 828.324.4705

Attachment: RESOLUTION OVER - UNDERPAYMENTS-MIN AMT 2002 (2995 : Tax Collection Request to Change Minimum Tax Bill to \$5.00)

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**CONSENT AGENDA**

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**Subject Title: Tax - Approval of Agreement with DataMax for Enforced Collection**

**Presented By: Danny Isenhour**

**Summary of Information:** The way tagged vehicles were taxed changed mid-year in 2013. Prior to 2013, the Tax Office sent vehicle tax (personal property) bills three (3) months after the renewal, known as the "RMV System", to the tax being included on the vehicle registration notice, known as "VTS" or "Tag and Tax". The old RMV system had a collection rate of around 80-86%, which left a lot of delinquent unpaid taxes. To collect these delinquent taxes, the Tax Office contracted with DataMax in 2012. (Under the VTS Tag & Tax system, the vehicle tax collection rate is very high.)

DataMax is a collection agency that calls and send letters to delinquent taxpayers (personal property) for debt collection. If payment is not made in a timely manner, then DataMax reports the debt to the credit reporting agencies and files the debt on the Debt Setoff Program. DataMax is paid on a contingency basis for what is collected. For accounts under seven (7) years old the amount is 25% and the amount is 50% for accounts over seven (7) to ten (10) years old. DataMax offers delinquent taxpayers the option to either pay them or pay at the Tax Office. Currently, there are 10,279 personal property bills on file with DataMax and they have submitted debts to the Debt Setoff Program for 3,047 taxpayers. So far for 2019/2020, DataMax has helped staff collect \$59,799 in taxes at a cost of \$16,180.37. The Tax Administrator requests the Board to continue this enforced collection procedure and authorize the County Manager to execute the contract on behalf of the Board.

Note: Delinquent real property tax is not submitted to DataMax for collection.

**Budgetary Effect:** None.

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

**Suggested Motion:** To approve the contract between Burke County and DataMax Corporation, subject to review and/or revision by the County Attorney and authorize the County Manager to execute it on behalf of the Board.



## Service Agreement (Non-Med)

THIS COLLECTION SERVICE AGREEMENT ("Agreement") is made and entered into as of the \_\_\_\_ day of \_\_\_\_\_, **20** (Effective Date) by and between \_\_\_\_\_ (hereinafter referred to as "Client") and CBHBC Corp, LLC d/b/a DataMax Corporation (hereinafter referred to as "DATAMAX").

### Section I: Collection Services

DATAMAX agrees to use its best efforts to collect accounts placed for collection by Client and to comply with all applicable federal, state, and local laws with respect thereto.

Client agrees and hereby warrants that all accounts forwarded to DATAMAX for collection will be valid and legally enforceable debts owed by the individuals associated with the debts and supported by documentation Client generates in its ordinary course of business. Client will both before and after forwarding said accounts, comply with all applicable federal, state and local laws with respect thereto.

Client agrees the accounts placed are not currently being collected by the Client or any other entity working on the Client's behalf, Client is unaware of any material dispute as to the validity of any account placed for collection, the dates of delinquency and dates of last payment Client provides DATAMAX are accurate and are documented by records Client keeps in the ordinary course of its business operations.

Client understands that DATAMAX is required, at times, to abide by regulations, processes, and procedures implemented by the federal Consumer Financial Protection Bureau (CFPB). Client agrees to reasonably cooperate with DATAMAX to assist in DATAMAX's compliance efforts with CFPB regulations, processes, and procedures. Client's cooperation includes, but is not limited to, assisting DATAMAX in responding to consumer complaints processed through the CFPB consumer complaint portal. Client agrees that DATAMAX may release any information related to a consumer or a consumer's account(s) necessary to facilitate a prompt and accurate response as required by the CFPB.

Further, Client agrees: (1) not to forward to DATAMAX accounts that are included in an existing or pending bankruptcy; (2) to provide to DATAMAX within two (2) business days of receipt by Client notification of bankruptcy filing involving any of Client's accounts forwarded to DATAMAX; and (3) to provide, whenever requested to do so by DATAMAX, a written verification of a claim; a copy of the judgment, if any, on which a claim is based; and the name and address of the person or entity to whom the debt was originally owed if different from Client.

The federal Fair Credit Reporting Act (FCRA), 15 U.S.C. 1681-1681y, and the Fair and Accurate Credit Transactions Act of 2003 (FACT Act) places certain requirements on those who furnish information to DATAMAX. Those requirements have been summarized in a document titled Notice of Fair Credit Reporting Act/FACT Act Furnisher Requirements and Allowing Direct Disputes, which is attached as **Exhibit A** and incorporated herein by reference. Client hereby acknowledges receipt of that document. In addition to furnishing the amount of the debt and demographic and other available information, prior to placing the account for collection, Client agrees to provide DATAMAX with the month and year of the date of delinquency as that term is used pursuant to the FCRA.

It is mutually agreed that DATAMAX and Client, on behalf of their respective affiliates, officers, directors, shareholders, employees and agents, shall each be liable to any third party claimant for its own acts of negligence with regard to the performance of its duties hereunder, and each shall indemnify and hold harmless the other for and from all such third party claims, including reasonable attorney fees arising on account of its acts of negligence, or on account of its failure to perform any of its obligations hereunder. It is further mutually agreed that Client will indemnify and hold harmless DATAMAX, and its respective directors, officers, employees, and agents from and against all claims, losses, liabilities, damages, suits, actions, government intervention, taxes, penalties or interest, and legal expenses or other

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hard costs, including reasonable attorney fees, arising out of or in connection with the Client's breach of a representation or warranty contained in this Agreement.

## **Section II: Telephone Consumer Protection Act**

The Telephone Consumer Protection Act of 1991 places specific requirements on collection agencies using automatic telephone dialing systems to recipients with cell phone service. Those requirements are explained in **Exhibit B** as attached. In order for DATAMAX to dial cell phone numbers, in any capacity, Client must review and sign Exhibit B.

## **Section III: Pricing**

Client acknowledges that certain debtors prefer to pay their accounts directly to the client and client agrees to promptly report such payments to DATAMAX and to pay DATAMAX commission (see Schedule of Fees). Client further acknowledges that as a result of DATAMAX's efforts debtors will contact their insurance company (if applicable) or other sources of funds and effect payment of the debt. Client agrees to pay DATAMAX commission (see **Schedule of Fees**) on all accounts paid while placed with DATAMAX regardless of to whom the payment is made or the source of the funds.

On occasion, clients find that their office received their customer's full and/or partial payment prior to the account being turned over to us for collection. In cases such as these, it is DATAMAX's policy to charge 15% on the balance placed with DataMax (see **Schedule of Fees**). This is necessary because of the effort and expense these "paid prior to placement" accounts have already incurred, such as sending letters, making calls and doing the research necessary to determine that the account was already paid.

Occasionally debtors round off their payment amounts resulting in unpaid balances of \$1 or less. Should this occur, Client agrees to consider the account settled in full.

Client further agrees to pay DATAMAX for its collection service according to the **Schedule of Fees** in effect at the time accounts are forwarded to DATAMAX for collection. The current **Schedule of Fees**, a copy of which is attached to this Agreement, may be modified upon 30 days written notice to Client.

## **IV. Systems Security**

Parties agree that each may have access to the other's computer systems solely for the purpose of performing the service delivery outlined in this contract. If the services include the implementation of software, the services provided will not introduce or include any Trojan horse, virus, disabling code, timer, clock, counter or other limiting design or routing which causes the software or any other part of the services to be erased, inoperable or otherwise incapable of being used in full manner for which it was intended.

Parties will develop, implement and maintain controls reasonably designed to ensure their networks and attached computers are safe and current on all required security updates from software vendors to limit the risk of any viruses, worms, Trojan horses or other bugs or errors in the network; chain letters, executable "ready to run" files or other files which may cause damage to each other's system. Networks and end users shall have current subscriptions to virus protection software in active use. Parties will not use software on their networks whose end of life has been reached and therefore no longer subject to updates and security patches.

If parties connect their computer systems and/or applications to each other's computer networks to provide the services outlined in this contract, parties shall have the right to perform data security and system integrity audits on any applicable systems and/or applications used to provide the services. Such audits shall include, but not be limited to, physical inspection, external scan, process reviews and reviews of system configurations, but not including internal firewall rule sets. Parties have the right to review copies of the internal scans that have been performed on internal servers. Such audits shall be conducted at each other's expense at a date and time mutually agreeable to both parties. Each party reserves the right, in its sole discretion, to terminate computer network access at any time, for any reason, and without notice.

Should an audit result in the discovery of material data security or system integrity risks, party shall immediately notify the other party of such risks and party shall respond to the other party in writing with their plan to take reasonable measures to promptly correct, repair or modify its network or application to effectively eliminate the risk, at no cost to the other party. Party shall have ten (10) business days to cure such data security or system integrity risks, unless each agrees to a longer period of time for such cure. If a data security or system integrity risk cannot be alleviated in the timeframe contemplated by this paragraph, based on the nature of the risk, party may terminate its computer connection immediately upon notice to the other party.

**Parties** agree to notify each other **immediately (and, in any case, within four (4) hours)** by phone and by e-mail of any security breach. Such notice will summarize in reasonable detail the effect, if known, of the breach and the corrective action taken. Parties will promptly take all necessary corrective actions, and will cooperate fully in all reasonable and lawful efforts to prevent, mitigate or rectify such breach at their expense. Security breach examples include but are not limited to:

1. Unauthorized use, disclosure, acquisition, access or loss of protected data.
2. Breach of party's security controls and processes.
3. Infection from a virus such as Crypto Wall, Trojan horse or any other virus.

In the case of a virus, parties agree that, in the event of a breach where parties are not notified within four (4) hours and the other party's system is infected as a result, each shall be entitled to monetary reimbursement for actual expenses related to the ratification of the virus from its network.

### **Section V: Terms**

Client, by written notice, may immediately terminate this Agreement in whole or in part if DATAMAX breaches any material terms or conditions of this Agreement. Client shall notify DATAMAX of such default and DATAMAX shall be given ten (10) days to correct the breach unless the Parties agree to a longer period of time. DATAMAX shall be deemed to have defaulted if it fails to correct the breach within such ten (10) day period or the agreed upon period of time.

Upon termination of this Agreement for breach, and at client's written request, DATAMAX shall immediately cease all collection activity for Client and shall return all consumer account information and related documents to Client. In such event, DATAMAX shall extend the protections of this Agreement to copies of the consumer account information and limit further uses and disclosures to those purposes required by this Agreement or law. Upon termination, DATAMAX shall, within thirty (30) days, remit outstanding collections, net of DATAMAX's commissions, received by DATAMAX on behalf of Client.

This Agreement is to remain in full force and effect unless cancelled by either party giving the other a 30-day written notice of such cancellation. Upon cancellation the Client shall pay all fees due DATAMAX on accounts paid prior to, and during this 30-day period, pursuant to this Agreement (see Schedule of Fees).

The Parties to this Agreement are independent contractors to one another and nothing in this Agreement shall be deemed to create a relationship of principal and agent between the Parties.

Client authorizes DATAMAX to endorse any check or other negotiable instrument made payable to the Client but received by DATAMAX. This Agreement shall be interpreted in accordance with the laws of the State of North Carolina. For purposes of all legal proceedings between the Parties arising out of this Agreement, whether founded in law or equity, the Parties hereby irrevocably consent to the jurisdiction of the courts of North Carolina. The Parties hereby expressly waive any right to a trial by a jury regarding any action, legal or equitable, arising out of this Agreement. Prior to bringing any legal or equitable action in any court of law, the Parties hereby irrevocably consent to confidential mediation in North Carolina to be conducted within thirty (30) days of a Party providing written notice of said Party's claim(s) and request to mediate. The Parties shall make a good faith effort to agree upon a mediator. To the extent

the Parties are unable to agree, the mediator shall be chosen from a list of certified mediators provided by the North Carolina Bar Association.

This document with Exhibits contains the entire agreement relating to the subject matter hereof between the Parties supersedes any prior or contemporaneous oral or written agreements or representations. It may be modified only by a written agreement duly executed by authorized representatives of both DATAMAX and Client.

Neither Party shall be deemed in breach of this Agreement during any period of time in which it is unable to perform its obligations as a result of the occurrence of any event of force majeure, which shall include, but not be limited to, acts of God, act or order of government, commercial power failure, government action, war, insurrection, terrorism, fire, strike, failure of telecommunications facilities or any other circumstances beyond the reasonable control of that Party. The required time for a Party's performance hereunder shall be extended to account for any such force majeure event.

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the other provisions shall remain in full force and shall in no way be affected, impaired or invalidated, unless to do so would substantially destroy the fundamental purposes of this Agreement or substantially and unfairly alter the respective burdens and benefits of the Parties hereunder.

This Agreement is the result of negotiation between the Parties, and no ambiguity herein shall be construed against either party because of that party's role in drafting this Agreement.

Any notice required or permitted by this Agreement shall be made in writing and shall either be hand-delivered, sent via overnight mail by a nationally recognized courier service, or sent postage prepaid by certified or registered mail, return receipt requested, to the following addresses or to such other addresses or persons as may be furnished from time to time in writing by one party to the other party. The notice shall be effective on the date of delivery if delivered by hand, the date of delivery as indicated on the receipt if sent via overnight mail, or the date indicated on the return receipt whether or not such notice is accepted by the addressee.

Dated this \_\_\_\_ day of \_\_\_\_\_, **20** \_\_\_\_.

Company Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, St & Zip: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print name and title

**CBHBC Corp, LLC**  
**dba DataMax Corporation**  
**711 Coliseum Plaza Court**  
**Winston-Salem, NC 27106**

  
\_\_\_\_\_  
DATAMAX Signature

**Eddy Forrest – Executive Vice President & COO**  
Print DATAMAX name and title

**ELECTRONIC COPIES OF SIGNATURES WILL BE ACCEPTED AS ORIGINALS BY DATAMAX**  
 **EXHIBITS A, B, and C FURNISHED TO CLIENT**

Member of American Collectors Association \* NC Department of Insurance Permit Number 113755

**Please email completed paperwork to:**  
**sales@datamax.com**

CBHBC Corp, LLC d/b/a DataMax Corporation  
Federal ID# 83-2356103

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COLLECTION SERVICE AGREEMENT NON-MED    COLL\_CF\_0301.1    |    Revision 5    |    Revision Date 02-7-2020    |

## **Exhibit A: Notice of Fair Credit Reporting Act / FACT Act Furnisher Requirements and Allowing Direct Disputes**

The federal Fair Credit Reporting Act (FCRA), 15 U.S.C. 1681-1681y, imposes responsibilities on all persons who furnish information to consumer reporting agencies (CRAs). The Fair and Accurate Credit Transactions Act of 2003 (FACT Act) amended the FCRA to include new provisions aimed at enhancing the accuracy and integrity of the information that data furnishers provide to consumer reporting agencies. State law may impose additional requirements on furnishers. All furnishers of information to CRAs should become familiar with the applicable laws and may want to consult with their counsel to ensure that they are in compliance.

**A third party collection agency, such as CBHBC Corp, LLC (“DATAMAX”) reporting information regarding a consumer debt on behalf of its clients to a CRA is a “Data Furnisher”. DATAMAX’s clients, whose information it is reporting, are also “Data Furnishers”. We have a shared legal and ethical responsibility to follow these requirements.**

At its simplest a Data Furnishers:

- Should not report information to a CRA it has reasonable cause to believe is inaccurate.
- Should only provide complete, accurate and verifiable information to CRA’s.
- Should correct and update information when appropriate.
- Should report to a CRA when an account has been disputed by a consumer.
- Should correct information found to be inaccurate.
- Should report voluntary closing of accounts.
- Should report correct dates of delinquency so accounts age off reports correctly.
- Should identify accounts that are for medical services, products or devices.
- Should have reasonable procedures in place to respond to notifications from CRA’s that information furnished is the result of identity theft and to prevent refurnishing the information in the future.

The Federal Trade Commission, Board of Governors of the Federal Reserve System, the Federal Deposit Insurance Corporation, the National Credit Union Administration, the Office of the Comptroller of the Currency, and the Office of Thrift Supervision (the agencies) under section 312 of the Fair and Accurate Credit Transactions Act of 2003 (FACT Act), have issued guidelines regarding the accuracy and integrity of information furnished to consumer reporting agencies. **The effective date for these rules and guidelines is July 1, 2010. The final rules focus on two issues: Accuracy and Integrity Rule and Direct Dispute Rule.**

### **Accuracy and Integrity Rule**

The rules require data furnishers to establish and implement reasonable written policies and procedures regarding the accuracy and integrity of consumer information reported to a consumer credit reporting agency (CRA). The policies and procedures must be in writing and must be appropriate to the nature, size, complexity and scope of each furnisher’s activities. Furnishers are required to consider and incorporate appropriate guidelines issued by government agencies when developing their policies and procedures. Furnishers must periodically review and update their policies and procedures to ensure continued effectiveness.

According to the rule guidelines, the policies and procedures should be reasonably designed to promote accuracy, integrity, reasonable investigations and the updating of information, as necessary. When developing these policies in compliance with the new rules, a furnisher should consider:

- The types of business activity in which it engages.
- The nature and frequency of the information it provides to CRA’s; and
- The technology it uses to furnish information.

Third-party debt collectors report standard pieces of information to CRA's regarding consumer debt. This includes the amount of the debt, changes in the amount of the debt, payments from the consumer and whether the debt has been disputed. The data furnisher's policies and procedures need to address these pieces of information in order to make sure the information reported is accurate and has integrity.

The rule defines "accuracy" to mean information a furnisher provides to a CRA that correctly: (1) reflects the terms and liability for the account or other relationship; (2) reflects the consumer's performance and other conduct with respect to the account or other relationship; and (3) identifies the appropriate consumer.

To ensure accuracy, data furnishers should develop policies and procedures reasonably designed to:

- Identify the appropriate consumer.
- Reflect the terms of and liability for accounts reported.
- Reflect the consumer's performance and other conduct on the account.

"Integrity" is the second component that must be established under the rule. Integrity is defined to mean information a furnisher provides to a CRA about an account or other relationship with the consumer that:

- Is substantiated by the furnisher's records when furnished.
- Is furnished in a way that is designed to minimize the likelihood the information may be incorrectly reflected in a consumer report; and
- Includes information in the furnisher's possession that a relevant federal agency (the Federal Trade Commission for Debt Collectors and Asset Buyers) determines the absence of which would materially misleading in evaluating a consumer's creditworthiness, credit standing, credit capacity, character, general reputation, personal characteristics or mode of living.

To ensure integrity of information, data furnishers should:

- Substantiate the information provided by the furnisher's records.
- Furnish information in a form and manner that is designed to minimize the likelihood the information may be incorrectly displayed in a consumer report; and
- Include the credit limit of the account (where appropriate).

Under the rule guidelines, data furnishers should also identify practices or activities that can compromise the accuracy or integrity of information furnished to CRA's. Feedback from staff can be an effective way of doing this. Data Furnishers should evaluate the effectiveness of existing policies and consider whether new policies and practices might better protect the accuracy or integrity of information.

The guidelines list 13 specific components that furnishers should address in developing their policies and procedures, including:

1. Establishing and implementing an appropriate system regarding the nature, size, complexity and scope of the furnishers' business operations.
  2. Using standard data reporting formats and standard procedures.
  3. Maintaining records for a reasonable period of time.
  4. Establishing and implementing appropriate internal controls regarding the accuracy and integrity of information.
  5. Training staff appropriately.
  6. Providing for appropriate and effective oversight of relevant service providers.
  7. Furnishing information to CRA's following mergers, portfolio acquisitions or sales, or transfers of accounts in a manner that prevents re-aging of information and duplicate reporting.
  8. Deleting, updating and correcting records as appropriate to avoid furnishing inaccurate information.
9. Conducting reasonable investigations of disputes.

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10. Advancing technology to mitigate inaccuracies in reporting.
11. Providing proper identification of the consumer.
12. Conducting periodic evaluations of its own practices.
13. Complying with applicable requirements under the Fair Credit Reporting Act (FCRA) and its implementing regulations.

These components should be evaluated and addressed as they apply to a company's specific business practices. Not all 13 components need to be included in any one policy. However, data furnishers should evaluate all the components and determine, based on their own business practices, which components need to be implemented.

Furthermore, each furnisher should periodically review the policies and procedures required by the rules and update them as necessary to ensure their continued effectiveness. The FTC and the other federal agencies drafted the regulations regarding written policies as to allow for some flexibility depending on a furnisher's particular business model.

These guidelines should be closely reviewed when devising written policies as they provide examples and additional insight of the regulations. Sections II and III of Appendix A – "Establishing and Implementing Policies and Procedures" and "Specific Components of Policies and Procedures" – should be particularly helpful when drafting written policies and procedures as these sections provide more detail about the specific components a typical company's policies should include.

### **Direct Dispute Rule**

This rule implements a provision in the FACT Act that provides consumers with a broad right to directly dispute inaccurate information in their consumer report with the entity that furnished the information. This rule also applies to DATAMAX's clients who receive a direct dispute of their account DATAMAX reported to the CRA's.

The direct dispute rule requires data furnishers to conduct a reasonable investigation of a dispute submitted directly to the furnisher by a consumer concerning the accuracy of any information contained in the consumer's credit report if the dispute relates to:

- The consumer's liability for a credit account.
- The terms of a credit account.
- The consumer's performance or conduct related to an account; or
- Any other information related to the consumer's credit standing, character or reputation.

The direct dispute rule requires consumers to provide certain information with their disputes in order to trigger the data furnisher's duty to investigate the dispute. The consumer's dispute must provide:

1. Sufficient information to identify the account or other relationship that is in dispute, such as an account number, the name, address and telephone number of the consumer; if applicable;
2. Specific information the consumer is disputing and an explanation of the basis for the dispute; and
3. All supporting documentation or other information reasonably required by the furnisher to substantiate the basis of the dispute. This documentation may include, for example, a copy of the relevant portion of the consumer report that contains the allegedly inaccurate information; a police report; a fraud or identity affidavit; a court order; or account statements.

Although the direct dispute rule does not explicitly require a direct dispute to be in writing, the rule includes a section explicitly detailing what to address a dispute must be sent. It is the opinion of the American Collector's Association the inclusion of an address requirement has the effect of requiring direct disputes to be submitted to the furnisher in writing.

A furnisher is not required to investigate a direct dispute unless the dispute is sent to the address provided by the furnisher. The address provided can be listed on the consumer report, or the address can be an alternate address if it is clearly and conspicuously specified by the furnisher for submitting direct disputes and was provided to the consumer in writing or electronically. Thus, a data furnisher can avoid the duty to investigate disputes sent to an incorrect address so long as it has communicated the correct address to which consumers should submit disputes.

Although a data furnisher is generally required to investigate a direct dispute from a consumer, the rule provides some exceptions when a reasonable investigation is not required. A furnisher is not required to investigate a direct dispute if an exception enumerated by the rule applies or if the furnisher determines the dispute is frivolous or irrelevant.

### Exceptions

A data furnisher is not required to conduct an investigation if the dispute is related to:

- The consumer's identifying information, such as the consumer's name, date of birth, Social Security number, telephone number(s) or address(es).
- The identity of past or present employers.
- Inquiries or requests for a consumer report.
- Information derived from public records, such as judgments, bankruptcies, liens and other legal matters.
- Information related to fraud alerts or active duty alerts.
- Information provided to a consumer reporting agency by another furnisher.

Furthermore, one exception particularly relevant for the collection industry is that a furnisher is not obligated to investigate a direct dispute if the furnisher has a reasonable belief that the direct dispute was submitted or prepared on behalf of, or submitted on a form supplied to the consumer by a credit repair organization or any entity that would be defined as a credit repair organization, if not for its nonprofit status.

Thus, the ability to dispute items directly with a furnisher does not extend to credit repair organizations. A credit repair organization cannot trigger a reinvestigation by contacting a furnisher directly on behalf of a consumer.

Additionally, this exclusion applies to forms prepared by such organizations; thus, a consumer cannot trigger a reinvestigation by submitting a dispute form to a data furnisher on a form supplied to the consumer by a credit repair organization.

### Frivolous or Irrelevant Dispute

A data furnisher is not required to investigate a dispute if it is deemed frivolous or irrelevant. A dispute may be deemed frivolous or irrelevant if:

1. The consumer did not provide sufficient information to investigate the disputed information as outlined above; or
2. The dispute is substantially the same as a dispute previously submitted by or on behalf of the consumer, regardless of whether the dispute had been previously submitted directly or through a Credit Reporting Agency (CRA), so long as the consumer has not provided additional supporting information regarding the dispute.

If a data furnisher determines a dispute is frivolous or irrelevant, the furnisher must notify the consumer of its determination within 5 business days of making the determination by mail or other means if authorized by the consumer. The notice must contain the furnisher's reasons for making the determination and identify what information is necessary to investigate the disputed information.

### Duties upon Receiving a Valid Dispute

Upon receipt of a valid dispute which was submitted directly to the CRAs data furnishers are required to conduct a “reasonable” investigation. The FTC and other federal agencies determined this is consistent with how courts have interpreted a furnisher’s duty to conduct an investigation under the applicable sections of the FCRA.

After receiving a valid dispute notice from a consumer, a furnisher must:

1. Conduct a reasonable investigation with respect to the disputed information.
2. Review all relevant information provided by the consumer with the dispute notice.
3. Complete its investigation of the dispute and report the results within 30 days. If the consumer provides additional relevant information after the start of an investigation, the furnisher will have 45 days to complete the investigation.
4. If the investigation finds that the information reported was inaccurate promptly notify each Credit Reporting Agency (CRA) to which furnisher provided inaccurate information of that determination and provide to the CRA any correction to that information that is necessary to make the information provided to the furnisher accurate.

### Disputes under the FDCPA and FCRA

As previously noted, the rules expressly state the obligation to reasonably investigate a direct dispute applies to a furnisher who is also a debt collector. Under both the Fair Debt Collection Practices Act (FDCPA) and the Fair Credit Reporting Act (FCRA), when a consumer disputes information that is a part of a consumer credit report, a debt collector who is also a furnisher must notify the CRA of the consumer’s dispute.

This is true whether the consumer disputes the account verbally or in writing. Furthermore, direct written disputes under the FDCPA and FCRA require additional duties of debt collectors. In the event a dispute is received from a consumer, be it written or verbal, the debt should be marked as disputed on the consumer’s credit report. This will be true in all instances when a consumer disputes a debt, unless the debt is not being reported to a CRA.

### FTC Advisory Opinion

The FTC released an advisory opinion concurrently with the adoptions of the rules resolving a potential conflict between the FDCPA and the FCRA that arises when a consumer requests a debt collector cease communication, but also submits a dispute about information the debt collector has furnished to a CRA.

The FTC stated in its opinion that if a consumer directly disputes information in his or her consumer report with a debt collector after sending a written cease communication request to the collector, the debt collector does not violate Section 805(c) of the FDCPA if the collector’s communication to the consumer is solely to inform the consumer his or her dispute is frivolous or irrelevant in compliance with rule of the FCRA.

As a result, even if a consumer has asked a debt collector to stop communicating about a debt, the debt collector must still respond to the consumer’s direct dispute, as required by the new rules under the FCRA.

### Limitations on Liability

In general, furnishers are exempt from a private suit stemming from a violation of the duty to conduct an investigation based upon receipt of a dispute directly from a consumer. Still, the FTC and state attorneys general are obligated to enforce this section of the FCRA and may levy fines as well as injunctive relief.

**More Information**

Additional information regarding these rules, publications for businesses and the full text of the FCRA and FACT Act is available thru the Federal Trade Commission's Website at [www.ftc.gov/credit](http://www.ftc.gov/credit)

**New York State Department of Financial Services Debt Collection Rules**

DataMax-DATAMAX has licenses to collect in New York City and the City of Buffalo. The State of New York (NY) does not maintain a licensing requirement for collectors, but the New York State Department of Financial Services (NYSDFS) has enacted regulations imposing disclosure requirements for collectors when issuing collection notices to NY consumers. In order to fully comply with the new NYSDFS regulations, your assistance will be needed to declare whether accounts have been "charged off" before placement to us for collection.

The NYSDFS rules require specific disclosures in the first collection notice issued to NY consumers **IF** the debt has been "charged off: **the original creditor has performed the accounting action to remove a debt obligation from its financial statements by treating it as a loss or expense. Therefore, if the account you place for collection meets this definition, we require the following additional information from you when the account is placed for collection:**

1. The total amount of the debt as of the date it was charged off.
2. The total amount of interest accrued since it was charged off.
3. The total amount of non-interest charges or fees since it was charged off.
4. The total amount of payments made on the debt since it was charged off.
5. Balance due now.

Please note when you sign our service agreement you agreed to the following: **"Client agrees and hereby warrants that all accounts forwarded to DATAMAX for collection will be valid and legally enforceable debts, and that Client will both before and after forwarding said accounts, comply with all applicable federal, state and local laws with respect thereto."** Since we have no way of knowing if you have charged off the debt, we ask you to please uphold your obligation to meet the NY requirements. **IF** you do not provide us with this information when placing accounts for NY state residents, we will assume the accounts do not meet the definition of "charged off" noted above, and thus, the NYSDFS disclosure language will not be issued to those consumers.

## Exhibit B: Telephone Consumer Protection Act Requirements

### Background

The **Telephone Consumer Protection Act of 1991** (TCPA) was passed by the United States Congress in 1991 and signed into law by President George H. W. Bush as Public Law 102-243, amending the Communications Act of 1934. The current version of the statute is found principally at 47 U.S.C. 227.

The TCPA is the primary law in the United States governing the conduct of telephone solicitations, i.e., telemarketing. As currently written, it also applies to other businesses that use an automatic telephone dialing system (ATDS), including collection agencies. The TCPA:

- Prohibits initiating any telephone call using an **automatic telephone dialing system** or artificial or pre-recorded voice if the recipient has cellular phone service. 47 U.S.C § 227(b)(1)(A)(iii).
- Unless the call is made for emergency purposes; or
- **Made with the prior express consent of the called party**
- The Federal Communications Commission (FCC) declaratory ruling states that a call may be made to a cell phone if the number was provided by the consumer to the creditor and the number was provided during the transaction that resulted in the debt owed. Courts have ruled that you also must have the prior express consent of the consumer either in writing or verbally to call the number.
- A call may be made to a debtor's cell phone number where there is prior express consent with the creditor. That consent transfers to the creditor's vendors including third party collection agencies.

### Why is this Important?

Verbal communication with a consumer is an important step in the debt collection process. For the first time in history, wireless numbers now out-number land lines as the younger generation and others are opting to have only a cell phone. In addition, now that land line numbers can be ported, it is virtually impossible to identify a land line vs. a cell line. As of December 2009 24.5% of U.S. households no longer have a land line. This percentage is a 600% increase since early 2004 and is growing at a rate of 5% of households per year.

In the event of a violation of the TCPA, individuals are entitled to collect damages directly from a solicitor of \$500 to \$1,500 for each violation, or recover actual monetary loss, whichever is higher. The fees are assessed per attempt even if the consumer is never reached. Fees can accumulate quickly when a dialer is in use.

### What should we do?

The generally accepted practice has been if a consumer provided you with their cell phone number permission to call that number was implied. Unfortunately that is not enough based on recent court cases. Prior express consent by the consumer is required and can be made verbally or in writing. Because of the explicit nature of this law, we do not think it is sufficient to say it is your practice to ask for permission to call. **The burden of proof that you have the consent is on you and should be maintained in your records.**

If made verbally, you should document the consent in your account notes. CBHBC Corp, LLC (DATAMAX) strongly encourages you to add verbiage to your application, contract or service agreement which clarifies the debtor's prior express consent. If your forms cannot be easily updated, we suggest a separate form for this purpose. You might consider one of these examples or consult with your own legal counsel.

- "All telephone numbers provided by you may be subject to receiving telephone calls from an automated dialer using a pre-recorded, artificial voice message or live operator call. You give your prior express consent to receive such phone calls, including any calls made to your provided cellular telephone number."
- "You agree, independent of all other requirements, conditions, or obligations, that you provide us with your prior express consent to receive telephone calls to your provided telephone number (cellular or otherwise) from us or our representative by means of an automatic dialer and/or pre-recorded artificial voice messages"
- "When you provide us with a wireless telephone number or land line number you are giving us your prior express consent to call that number."

**Certification**

Because of the potential liability and severity of an infraction of the TCPA, **DATAMAX asks that its clients certify they have obtained the prior express consent to call any cell phone numbers provided to DATAMAX by Client and Client agrees to make that consent, whether in writing or other media, available to DATAMAX upon request.** Without this blanket consent in place, DATAMAX will not dial known cell phone numbers for your accounts using its dialer.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, **20**\_\_\_\_\_.

**Company Name:** \_\_\_\_\_

**Street Address:** \_\_\_\_\_

**City, St & Zip:** \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print name and title

<b>CBHBC Corp, LLC</b> <b>dba DataMax Corporation</b> <b>711 Coliseum Plaza Court</b> <b>Winston-Salem, NC 27106</b>
---

  
 \_\_\_\_\_  
 DATAMAX Signature

**Eddy Forrest – Executive Vice President & COO**  
Print DATAMAX name and title

**ELECTRONIC COPIES OF SIGNATURES WILL BE ACCEPTED AS ORIGINALS BY DATAMAX**

Member of American Collectors Association \* N.C. Department of Insurance Permit Number 113755

Please email completed paperwork to:  
Email: [sales@datamax.com](mailto:sales@datamax.com)

CBHBC Corp, LLC d/b/a DataMax Corporation Federal ID# 83-2356103
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CBHBC Corp, LLC d/b/a DataMax Corporation • 711 Coliseum Plaza Court • Winston-Salem, NC 27106-5350  
(336)777-3555 • (800)722-2141 • datamax.com

COLLECTION SERVICE AGREEMENT NON-MED	COLL_CF_0301.1	Revision 5	Revision Date 02-7-2020
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Attachment: DataMax Collection Service Agreement - NM (3012 : Tax - Approval of Agreement with DataMax for Enforced Collection)

**Burke County Tax Office  
Contingency Schedule of Fees  
(Includes Debt Setoff)**

<b>Accounts up to 7 years old (0 days to 2,554)</b> .....	<b>25%</b>
<b>Accounts between 7, 8, 9 &amp; 10 years old (2,555 days plus)</b> .....	<b>50%</b>

***Burke County Tax Office agrees to give the name of the debt setoff officer and authorization to use town/county seal.***

On occasion, clients find their office received the consumer’s payment prior to the account being placed with ICC for collection. In such cases, it is our policy to charge 15%. This is necessary due to the effort and expense already incurred by ICC. (Comparison against bankruptcy and/or skip tracing databases, sending letters, making collection calls, researching whether the account was paid, etc.).

Accounts can be cancelled without charge in the following circumstances:

- You discover an error. Examples might include:
  - a) Wrong responsible party.
  - b) Wrong date resulting in the account being older than 7 years.
  - c) A mistake was made with the consumer’s address and they were never billed.
  - d) The account was discovered to be the result of fraud.
  - e) A minor child was listed as the responsible party.
  - f) An accounting error was made where the consumer never owed the money.
  - g) A mistake was made filing the consumer’s insurance.
  - h) Workers’ compensation information was available but the account sent for collection anyway.
- Notification received that the consumer filed bankruptcy.
- The account can no longer be verified electronically or on paper. This may apply when old files have been purged. If possible, account records should be maintained 7 years from the service date.
- Decision to pursue legal action.

\_\_\_\_\_  
Client Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company/Firm/Practice Name

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**ITEMS FOR DECISION**

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**Subject Title: HR - Emergency Leave with Pay - COVID-19**

New Item

**Presented By: Rhonda Lee**

**Summary of Information:** Due to the World Health Organization's recent declaration that the Novel Coronavirus (COVID-19) is now a pandemic and the State of North Carolina's recent declaration of a state of emergency related to the virus, Burke County is working proactively to prepare for the possible event that the virus may present itself in our community and/or workplace. In the event a Burke County employee and or family member of an employee contracts COVID-19, the employee may be out of work for an extended period of time and they may or may not have enough accrued sick or vacation leave to cover the extended absence. Due to this extreme situation, it is recommended that the County Manager be authorized to approve emergency paid leave for employees who are diagnosed with COVID-19 and/or quarantined due to the illness. The County Manager's authority to authorize emergency paid leave would be in effect immediately and end once the pandemic is contained. Further, the Board is asked to grant authority to the County Manager to approve other recommended emergency actions related to the virus that may be needed, but unknown at this time. However, if federal action is taken in the very near future, it may negate the need for this request. The HR Department is consulting with the UNC School of Government to ensure compliance with all federal and state laws related to this request, but a response from them was not available at the time of agenda distribution.

**Budgetary Effect:** None.

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

**Suggested Motion:** To authorize the County Manager to approve emergency paid leave for Burke County employees who have either been diagnosed with COVID-19 or have been quarantined due to the virus. The authorization will be in effect until the pandemic has been contained. Further, authorize the County Manager to take additional emergency action that may be needed due to COVID-19.

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**REPORTS AND COMMENTS**

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**Subject Title: BOC - Reports & Comments**

**Presented By: Johnnie W. Carswell**

**Summary of Information:** Reports and comments from Commissioners and staff will be accepted at this time.

**Budgetary Effect:** NA

**County Manager's Recommendation:** NA

**Suggested Motion:** NA

PERMITS	# ISSUED
NEW COMMERCIAL	6
20% COMMERCIAL REMODEL/SHELL	12
NEW SINGLE WIDE MOBILE HOME	3
NEW DOUBLE WIDE MOBILE HOME	2
NEW SINGLE FAMILY ATTACHED	15
RESIDENTIAL ALL TRADES MINIMUM	7
RESIDENTIAL BUILDING ONLY	29
RESIDENTIAL ELECTRICAL ONLY	19
RESIDENTIAL MECHANICAL ONLY	28
RESIDENTIAL PLUMBING ONLY	23
COMMERCIAL ZONING PERMIT	9
RESIDENTIAL ZONING PERMIT	64
MINOR SHORELINE PERMIT	9
MAJOR SHORELINE PERMIT	1
STREET SIGN ISSUANCE	1
ZONING CONFORMITY LETTER	1
CONDITIONAL USE PERMIT APP	3
EXEMPT SUBDIVISION REVIEW	4
MINOR SUBDIVISION REVIEW	8
MINOR SITE PLAN REVIEW	3
MAJOR SITE PLAN REVIEW	1
<b>TOTAL</b>	<b>248</b>

Attachment: ALL PERMITS SUMMARY 0220 (3013 : BOC Reports & Comments)

January 29, 2020

**BURKE COUNTY ANIMAL ADVISORY BOARD  
REGULAR MEETING**

The Burke County Animal Advisory Board met in regular session on Wednesday, January 29, 2020, at 5:00 p.m. The meeting was held in the Burke County Board of Commissioners' Chambers, located at 110 N. Green Street in Morganton, North Carolina. Members present were:

<b>PRESENT:</b>	Debbie Hawkins Gwen Stephens Allen Keller Dr. Linda Schilkowsky Amy Burnette
<b>ABSENT:</b>	Jeff Robinson and Megan Bradley
<b>ALSO PRESENT:</b>	Kaitlin Settlemyre, Animal Services Director
<b>ALSO ABSENT:</b>	Rebecca McLeod, Health Director (Resource for AAB)

**CALL TO ORDER**

Debbie Hawkins called the meeting to order at 5:07 pm.

**APPROVAL OF AGENDA**

**Motion: To approve the agenda for January 29, 2020 as presented.**

**RESULT: APPROVED (UNANIMOUS)**

**MOVER: Allen Keller**

**SECONDER: Amy Burnette**

**AYES: Debbie Hawkins, Gwen Stephens, Dr. Linda Schilkowsky, Amy Burnette, Allen Keller**

**ABSENT: Jeff Robinson and Megan Bradley**

**APPROVAL OF MINUTES**

**Motion: To approve the minutes of December 18, 2019 as presented.**

**RESULT: APPROVED (UNANIMOUS)**

**MOVER: Allen Keller**

**SECONDER: Gwen Stephens**

**AYES: Debbie Hawkins, Gwen Stephens, Dr. Linda Schilkowsky, Amy Burnette, Allen Keller**

**ABSENT: Jeff Robinson and Megan Bradley**

**PUBLIC COMMENTS - NONE**

January 29, 2020

## **ACTION ITEMS**

### **ELECTIONS**

Elections were held for the Board positions of Chair, Co-Chair, and Secretary. Results are as follows:

#### **CHAIRPERSON**

**Motion: To elect Debbie Hawkins as Chair of the AAB.**

<b>RESULT:</b>	<b>APPROVED (UNANIMOUS)</b>
<b>MOVER:</b>	<b>Gwen Stephens</b>
<b>SECONDER:</b>	<b>Dr. Linda Schilkowsky</b>
<b>AYES:</b>	<b>Debbie Hawkins, Gwen Stephens, Amy Burnette, Allen Keller and Dr. Linda Schilkowsky</b>
<b>ABSENT:</b>	<b>Jeff Robinson and Megan Bradley</b>

#### **CO-CHAIR**

**Motion: To elect Gwen Stephens as Co-Chair of the AAB.**

<b>RESULT:</b>	<b>APPROVED (UNANIMOUS)</b>
<b>MOVER:</b>	<b>Dr. Linda Schilkowsky</b>
<b>SECONDER:</b>	<b>Amy Burnette</b>
<b>AYES:</b>	<b>Debbie Hawkins, Gwen Stephens, Amy Burnette, Allen Keller and Dr. Linda Schilkowsky</b>
<b>ABSENT:</b>	<b>Jeff Robinson and Megan Bradley</b>

#### **SECRETARY**

**Motion: To elect Megan Bradley as Secretary of the AAB.**

<b>RESULT:</b>	<b>APPROVED &amp; TABLED (UNANIMOUS)</b>
<b>MOVER:</b>	<b>Allen Keller</b>
<b>SECONDER:</b>	<b>Amy Burnette</b>
<b>AYES:</b>	<b>Debbie Hawkins, Gwen Stephens, Amy Burnette, Allen Keller and Dr. Linda Schilkowsky</b>
<b>ABSENT:</b>	<b>Jeff Robinson and Megan Bradley</b>

Ms. Hawkins said that Ms. Bradley expressed interest in being Secretary. However, due to Ms. Bradley's absence, the Board tabled this item, pending Megan's official approval at the February meeting.

### **UPDATE PUBLIC SERVICE ANNOUNCEMENTS SUB-GROUP**

Jeff Robinson was not present to give an update for handouts/posters at the Sheriff's Office.

Gwen Stephens reported on the progress of the public service announcement (PSA) sub-group. She said rough drafts have been sent to Kaitlin, who made suggestions and sent them back to the committee. Once the committee has reviewed and made the corrections, these will be

January 29, 2020

returned to Kaitlin, since she is a county employee and must make the final decision. Hawkins asked for a timeframe to complete. Gwen reported it should be completed within a month.

Allen Keller asked if the first PSA was going to be about what Animal Services does. He then reported that BCFFA (Burke Co. Friends for Animals) continues to be inundated with clients that want to surrender animals. When turned away at Animal Services, because they are a "managed intake" operated facility, they show up at BCFFA upset. Keller wanted the public to know that Animal Services operates differently, with managed intake and that pet owners need to schedule with Animal Services to surrender a pet. Gwen Stephens said one of the PSA's addressed this.

Hawkins asked Settlemyre if Animal Services is still distributing the rescues resource list, which they are. Settlemyre said the majority of the owners will schedule an appointment, but there is a high rate of non-compliance to show up for the appointment.

PSA's will be presented to the public by using the COMPAS tv government channel, county website, radio ads, newspaper, and possibly a billboard.

Hawkins asked about Animal Control handing out a flier to people who want to surrender their animal. Owner retention still needs to be the primary goal and educating people on what they might do to keep their animal. Captain Rogers indicated Animal Control would be willing to hand out fliers. An Animal Services volunteer will help design a basic flier for this issue.

Stephens talked about county departments holding block parties – may be a good opportunity to disseminate information.

### **UPDATE FROM COMMUNITY CAT PILOT PROGRAM GROUP (CCPP)**

The CCPP Group wants trapping done more humanely. Some examples they gave included no weather control, i.e. sun/rain, animals being left in cages for days, and sharp lids left on food cans. Ms. Hawkins asked them to draft a definition of COMMUNITY CATS and also inquire what needs to be done for the ordinance revision.

### **ORDINANCE REVIEW**

- a. Dangerous Dogs: Meeting is in the first week of February
- b. Community Cats: Inquire about ordinance revisions
- c. Unaltered Pets: Meeting is in March
- d. 6.6, 6.7, 6.8, 6.9 & Definitions:
  - i. Imminent Danger: An animal that is trapped, been hit by a vehicle, a danger to itself/others
  - ii. When is euthanasia in the field appropriate? According to the Field Ops Manual (Debbie to e-mail everyone a copy), page 32 states that euthanasia in the field is appropriate when an animal is either suffering, severely injured, or chemical immobilization cannot be accomplished.

### **SHELTER NEEDS ASSESSMENT**

**Motion: To recommend the Commissioners accept the Needs Assessment for the Burke Co. Animal Shelter, prepared by Shelter Planners of America, as presented.**

January 29, 2020

<b>RESULT:</b>	<b>APPROVED (4-1)</b>
<b>MOVER:</b>	<b>Gwen Stevens</b>
<b>SECONDER:</b>	<b>Amy Burnette</b>
<b>AYES:</b>	<b>Debbie Hawkins, Gwen Stephens, Dr. Linda Schilkowsky and Amy Burnette</b>
<b>NAYS:</b>	<b>Allen Keller</b>
<b>ABSENT:</b>	<b>Jeff Robinson and Megan Bradley</b>

Note: Dr. Schilkowsky and Mr. Keller expressed concern that the new 13,000 sq. ft. shelter as proposed in the Needs Assessment, is not large enough.

### **ANIMAL SERVICES UPDATE**

- Homeless Sheltering: AS is looking into warming stations for homeless owner/animals.
- Emergency Management: AS is working on a disaster management plan.
- Local Rescues Pulling: The AAB will conduct audits for animals held within Animal Services, as well as those impounded by Animal Control. The selection of animals will be random.
- Strays vs. Trapped: Kaitlin provided a handout detailing the number of dogs and cats brought to intake that were either strays or trapped.
- Flexibility with Fees: Debbie to ask the Commissioners about the flexibility of fees and if the County Manager is the only person authorized to change the fees.
- Transfers to Rescues Numbers: In 2019 there were nine cat rescues pulling (470 cats were transferred); In 2019 dogs there were 11 dog rescues pulling (442 dogs were transferred).

**Motion: To recommend to the County Commissioners that authority be given to the County Manager to waive / reduce fees, as needed, for adoptions and adoption events for Animal Services.**

<b>RESULT:</b>	<b>APPROVED (UNANIMOUSLY)</b>
<b>MOVER:</b>	<b>Allen Keller</b>
<b>SECONDER:</b>	<b>Gwen Stephens</b>
<b>AYES:</b>	<b>Debbie Hawkins, Gwen Stephens, Dr. Linda Schilkowsky, Amy Burnette and Allen Keller</b>
<b>ABSENT:</b>	<b>Jeff Robinson and Megan Bradley</b>

### **AUDIT**

A random audit was performed on Partners for Cats and Cats Paws with no deficiencies noted.

**Motion: To recommend revising the audit section of the Animal Ordinance to: 1) make audit section less specific and draft a policy to include specifics to audit, 2) include Animal Services in the random audit selection, and 3) include Animal Control in the random audit selection.**

January 29, 2020

<b>RESULT:</b>	<b>APPROVED</b>
<b>MOVER:</b>	<b>Allen Keller</b>
<b>SECONDER:</b>	<b>Gwen Stephens</b>
<b>AYES:</b>	<b>Debbie Hawkins, Gwen Stephens, Dr. Linda Schilkowsky, Amy Burnette and Allen Keller</b>
<b>ABSENT:</b>	<b>Jeff Robinson and Megan Bradley</b>

**ORDINANCE DISCUSSION**

Sec. 6-2. (c) was discussed. Change was made in 2017 ordinance which added the line "In circumstances of no severe distress or imminent death, the owner must sign a release in order for the county to take ownership of any animal." The Animal Ordinance of 2010 did not state this. In order to provide education to the public about the managed admission / intake of Animal Services, and the need for Animal Control to prioritize field calls to emergent issues, this section of the ordinance needs to be revised.

**AGENDA ITEMS FOR NEXT MEETING**

- Secretary Position
- Community Cat Pilot Program Update
- PSA's Update
- Dangerous Dog Ordinance Update
- County Manager Fee Authority
- Audit / Draft Policy

**ADJOURNED AT 7:24 P.M.**

There was no further business to come before the Board.

**Motion: To adjourn.**

<b>RESULT:</b>	<b>APPROVED</b>
<b>MOVER:</b>	<b>Allen Keller</b>
<b>SECONDER:</b>	<b>Gwen Stephens</b>
<b>AYES:</b>	<b>Debbie Hawkins, Gwen Stephens, Dr. Linda Schilkowsky, Amy Burnette and Allen Keller</b>
<b>ABSENT:</b>	<b>Jeff Robinson and Megan Bradley</b>

The next meeting will be February 26, 2020 at 5:00 p.m.

Approved this 26<sup>th</sup> day of February 2020.



Debbie Hawkins  
Chairperson, Animal Advisory Board

**Foothills Regional Airport Authority  
Minutes  
Stated Meeting  
January 29, 2020  
Airport Conference Room**

**PRESENT:** Those members present were: Joe Gibbons, Chairman; and Board members: Wayne Abele, Jeff Branch, Butch McSwain, Bob Pruett, Bruce Roberts, and Charles Thomas. Also present were: Brent Brinkley, Airport Manager; Derek Brown, Assistant Manager; Norm Sherwood, Accountant; Pat Turney, Engineer; and Louis Vinay, Attorney; and members of the news media and the public.

The meeting was called to order at 12:05 p.m. by the Chairman, and a quorum was present. The Chairman introduced and welcomed Butch McSwain, newly appointed to the Board as elected representative from the Morganton City Council.

**AGENDA:** Upon motion by Abele, seconded by Pruett, and passed unanimously, the Agenda was adopted as presented.

**ELECTION  
OF OFFICERS:**

This being the first stated meeting of calendar year 2020, the first order of business was the election of officers for the coming year. Several members expressed their appreciation to Joe Gibbons for his long service as Chairman, and suggested that perhaps it would be best if the Board from time to time changed its formal leadership, making clear that any change was in no way a reflection against Joe Gibbons. Such a change would show publicly that this Board is not “always the same”. Motion was made by Roberts to nominate Wayne Abele as Chairman and Joe Gibbons as Vice Chairman, and the motion was seconded by Thomas. A motion was made by Pruett, seconded by Thomas to close the nominations and such motion was passed unanimously. By unanimous vote, the Board then elected Wayne Abele as Chairman and Joe Gibbons as Vice Chairman.

At Abele's request, Gibbons continued with moderation and leadership of this meeting. Newly elected Chairman Abele also stated that he thanked Chairman Gibbons for his leadership, noting that the Chairman and the Board have been great to work with, and that the Airport has a great staff.

#### **APPROVAL OF MINUTES:**

Upon motion made by Abele, seconded by Pruett, and passed unanimously, the Minutes of the October 30, 2019 stated meeting were approved as presented.

#### **FINANCIAL REPORTS:**

Norm Sherwood presented and reviewed the financial reports. The Cash Report shows an increase of about \$13,000 during the last calendar quarter of 2019. He noted that after the end of that period, in January 2020, a very large bill of some \$236,000 was paid to Talbert Bright for their engineering services. Norm also observed that due to undiscovered leaks, the Airport incurred exceptionally large water bills to Caldwell County during September and October, but that the billing is now back to normal after repair of the leaks.

The current balance in the Capital Management Trust is now more than \$1.23 million.

Reviewing the Budget Report for the last calendar quarter of 2019, Norm observed that the revenues and profits are significantly increased over the previous year, even without considering the grant revenues and expenses.

The capital budget is also in very good shape.

Upon motion by Pruett, seconded by Abele, and passed unanimously, the Board accepted the financial reports as presented.

Norm Sherwood and Brent Brinkley reported that the Lowdermilk Church firm has submitted an offer to perform the Airport's audit for this year at the same fee of \$8,000 as last year. Upon motion by Abele, seconded by Pruett, and passed unanimously, the Board awarded the audit contract for 2019-2020 to Lowdermilk Church firm of Morganton.

**FBO REPORT:**

Derek Brown presented the FBO report, noting that accounts receivable are in very good shape, with only a very small amount seriously past due. He stated that there were only limited call out hours in the last two (2) months, mainly due to holiday scheduling.

Concerning hangar capacity, Derek noted that “transients” are not included in the figures in the report, so that actual capacity is even better than appears. Where the report indicates 77% capacity, in fact every space was full because the extra spaces not occupied by aircraft based here were filled by transient aircraft. There is still a long waiting list of 35 names for T-Hangar space.

AvGas sales are down about 8% year-to-date through December, but Jet A sales were up almost 11%.

Brent Brinkley reported an issue with unlawful dumping occurring on the back part of the Airport property, especially on the road that had been built when VX was planning to locate a facility here. At least two (2) dump truck loads of trash were illicitly dumped, along with numerous separate bags of trash. Opening up this road would have been very expensive, but NCDOT at our request did the cleanup. A good gate and lock have now been installed to block access on the road in question, which is a private drive.

Brent Brinkley also stated that the HVAC roof unit above the 2<sup>nd</sup> floor of the terminal building has failed. He has obtained three (3) quotes to replace this with a new Trane unit. The low bid was \$6,271 by Perkins, but based on experience with availability when needed for service, Brent recommends that the Airport award the second lowest bid, which was Standard for \$6,960. He noted that this item is already covered in our budget. The Board agreed with Brent’s recommendation, based on the need to assure the quickest response and the best quality of service once the new unit is installed. Therefore, by consensus the Board agreed that the contract should be awarded to Standard for \$6,960.

Brent Brinkley also noted that the City of Lenoir has been providing excellent assistance to the Airport from its IT Department, which has saved the Airport a great deal of money that would be incurred if we had to hire outside contractors. Now, the City's technical representatives recommend new wiring for our computers and servers, at an estimated cost of \$5,000. At the Board's suggestion, Brent will obtain at least two (2) quotes for this item, which is already included in our budget, before awarding a contract.

**PUBLIC  
COMMENTS:**

The only comment was from an individual with a question as to whether a camera or other security system should be installed on the old Amherst Road side of the Airport at the Thermal Valley Aviation entrance, given the illicit dumping and the fact that it is difficult to monitor activities back there. There was some discussion about this potential need, but no action was taken.

**OLD  
BUSINESS:**

(a) Taxiways/Access Road/Taxi Lanes. Pat Turney reported that he and Brent Brinkley have met with the Army Corps of Engineers and North Carolina Department of Environmental Quality regarding the taxiway project. Our environmental expert is now developing stream mitigation proposals for the Federal and State authorities concerning this project. The taxi lane and access road plans are awaiting State approval based on our surveys and preliminary plans. The Talbert Bright firm is also getting ready for the independent fee appraisal on this work. Pat stated that they hope to be ready to submit the project to bid in March and start construction this coming spring.

(b) New T-Hangar. Pat Turney stated that the "90%" plans should be ready for presentation to NCDOT within a few days. We will be able to advertise for bids on that project as soon as the State approves. Brent Brinkley asked the Board members to look over the 90% plans today of which he has a copy. The new T-Hangar structure would include restrooms and better electrical access.

**NEXT  
MEETING:**

Vice Chairman Gibbons announced that the next stated meeting is scheduled for Wednesday, February 26, 2020 at 12:00 noon, in the Airport Board Room.

There being no further business, the meeting was adjourned by the Chairman at 1:10 p.m.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Louis E. Vinay, Jr., Clerk

airport minutes 1-29-2020

Attachment: airport minutes 1-29-2020 (3013 : BOC Reports & Comments)

**Minutes  
Western Piedmont Council of Governments  
Bimonthly Policy Board Meeting  
Tuesday, November 26, 2019  
Glen Oaks Golf Club, Maiden**

**Members Present:**

Barbara Pennell , Chair  
Bob Floyd, Jr., Vice-Chair  
Johnny Berry, Treasurer  
George Holleman, Past Chair  
Chip Black, At-Large  
Wayne Abele, At-Large  
Joseph L. Gibbons, At-Large  
Larry Yoder  
Johnnie Carswell, Alternate  
Ronnie Setzer  
Donald Robinson  
Dale Sherrill  
Joie Fulbright  
Kyle Hayman, Alternate  
Dennis Anthony  
Dr. Caryl Burns  
Larry Knight, Alternate  
Mike Smith, Alternate  
Larry Chapman  
Ronnie Williams  
Forrest Fleming  
Jerry Hodge  
Gary McClure  
Johnnie Greene, Alternate  
Amparo Alfaro  
Tommy Luckadoo  
Malla Vue  
Casey Pope  
Helen Chestnut

**Members Absent:**

Jill Patton, Secretary  
Kitty Barnes, At-Large  
James Weaver  
Mike Labrose  
Sheila Perkins

**Local Government/Agency:**

Gamewell  
Cedar Rock  
Connelly Springs  
Taylorsville  
Valdese  
Burke County  
Lenoir  
Alexander County  
Burke County  
Cajah’s Mountain  
Catawba  
Claremont  
Conover  
Conover  
Drexel  
Granite Falls  
Granite Falls  
Hildebran  
Hudson  
Maiden  
Morganton  
Newton  
Rutherford College  
Sawmills  
Appointed  
Appointed  
Appointed  
Appointed  
Appointed

Hickory  
Catawba County  
Brookford  
Caldwell County  
Glen Alpine

Attachment: PB Minutes 11262019 (3013 : BOC Reports & Comments)

Minutes: WPCOG Policy Board  
 Tuesday, November 26, 2019  
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Marla Thompson	Long View
Rick Justice	Rhodhiss
Elle Engstrom	Appointed
Sara Moses	Appointed

**Guests/Others Present:**

Donald Duncan, Conover  
 Beth Rudisill, Maiden  
 Danny Hipps, Maiden  
 Trina Michael, Maiden  
 Bryan Steen, Burke  
 Logan Shook, Hildebran  
 Mary Carter, Gamewell  
 Tamara Brooks, Connelly Springs  
 Sherri Bradshaw, Drexel  
 Scott Hildebran, Lenoir  
 Karen Clontz, Sawmills  
 Randy Feierabend, Cahah's Mountain  
 Todd Herms, Maiden  
 Barbara Harmon, Rhodhiss  
 Kenneth Geathers, Rutherford College  
 Bob Smyre, Retired Maiden Mayor  
 David Hood, Legal Counsel

**WPCOG Staff Present:**

Anthony Starr, Executive Director  
 Sherry Long, Assistant Executive Director/Director of Community & Regional Development  
 Ashley Bolick, Director of Administrative Services and Human Resources  
 Andrea Roper, Finance Director  
 Wendy Johnson, Director of Workforce Development  
 Jason Toney, Communications Specialist  
 Lori Dixon, Administrative Assistant  
 Brad Moody, Code Enforcement Officer

**Call to Order/Welcome**

A regular meeting of the WPCOG Policy Board was called to order at 6:46 pm by Chair Barbara Pennell. Chair Pennell thanked the Town of Maiden for hosting the meeting.

**Minutes of Previous Meeting**

Minutes of the previous meeting were considered. Mr. Joie Fulbright made a motion to approve the minutes and Mr. Gary McClure offered secong. The motion passed unanimously

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### **Unfinished Business/Reports**

There was no unfinished business or reports

### **New Business**

#### Conover NCWorks Lease Agreement Amendment

Wendy Johnson, Director of Workforce Development shared that the staff of the NCWorks Career Center, Catawba had requested blinds to be installed in the windows of the Career Center due to excessive sun glare during the afternoon hours of operation. The glare was making it difficult to see computer screens and in the summer time the heat also becomes intense. Staff requested that the lease be amended to reflect a slight increase to cover the cost of the blinds and installation.

Mr. Larry Yoder made a motion that the Policy Board approve the lease amendment as presented and authorize the Executive Director to execute the amendment and any related documents. Mr. John Black, Jr. offered a second. The motion passed unanimously.

#### RHA Closing the Waiting List

Ms. Stephanie Hanvey, Regional Housing Authority Director provided a brief background on the current open WPCOG Section 8 Housing Program's waiting list for housing assistance. The program began taking new housing applications on February 20, 2017. Approximately 3,000 families are currently waiting to be offered housing assistance. Under the current administration, families who submitted applications on day one, February 20, 2017 have not been offered assistance, and may never be offered assistance. Other families with specific preferences have been offered assistance multiple times. The administrative responsibilities of an open waiting list have increased due to continually processing submitted applications. Also, applicants who are dropped, are allowed to reapply again and again. An applicant could be dropped from the waiting list due to non-response to requests for paperwork, expired voucher, over-income limits or criminal history. Leaving the waiting list open has shown negative changes regarding service to both the disabled population and the population of families with children. Upon approval to close the waiting list, notice will be published in the local newspapers in each county by the first week of December. Notice will also be published on the WPCOG's website. The RHA plans to discontinue accepting applications on December 31, 2019 if approved by the board.

Mr. Larry Yoder made a motion that the Policy Board approve the closing of the waiting list for Section 8 applications effective January 1, 2020. Mr. Larry Chapman offered a second. The motion passed unanimously.

#### 3<sup>rd</sup> Amendment of FY 2019- 2020 Budget

Andrea Roper, Director of Finance requested a 3rd Amendment of FY 2019—2020 Budget The attached 3rd Amendment of the 2019-2020 Budget reflects a total budget of \$20,750,957 and an operating budget of \$7,330,620 which represents an increase of the total budget from the September 24, 2019 budget amendment of \$27,445.

Highlights of the 3rd Amendment of the 2019-2020 Budget include:

- Environmental Protection increased by \$9,915 due to additional revenue for environmental assessments and stormwater partnership.

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Tuesday, November 26, 2019

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- Community Development increased \$5,000 due to the addition of FY20 HUD Counseling contract.
- An increase of \$35,500 in Community and Regional Planning due to the addition of two new contracts.
- GIS Services increased \$2,196 due to the addition of several GIS projects.
- Area Agency on Aging Services increased \$911 due to an increase in LCA grant revenues.
- Workforce Development decreased \$28,001 due to a reduction in administration funding.
- Allocated fund balance increased by \$1,924 to reflect local administration expenses.
- Salaries, Compensated Absences, Group Insurance, and Retirement decreased due to the elimination of a GIS position.
- Contractual increased \$4,425 to cover expenses for WIOA, Youth Follow-up programs.
- Advertising/Subscriptions decreased \$29,722 due to the reallocation of WIOA funds to offset the decrease in administration funding.
- Contingency and Reserve for Future Use increased \$16,026 and \$73,171, respectively, due to the addition of new projects and reallocation of expenses in transportation.
- All other changes to the expenditure lines reflect normal program needs.

Mr. Donald Robinson made a motion that the board approve the third amendment of the 2019-2020 budget as proposed. Mr. John Black, Jr. offered a second. The motion passed unanimously

#### Nominating Committee Report and Board Leadership Election

Each year, the Board Chair appoints a nominating committee for the purpose of recommending person for the officers, Executive Committee and Appointed Delegates of the Policy Board, The Chair appointed Wayne Abele (Burke County), Larry Chapman (Hudson), Kitty Barnes (Catawba County) and George Holleman (Taylorsville) to serve as members of the 2019 Nominating Committee.

George Holleman made a motion and a second by Joie Fulbright. The motion passed unanimously

Chair Barbara Pennell recognized Mr. George Holloman as a member of the Nominating Committee. Mr. Holleman reviewed the purpose of the Nominating Committee as well as committee members. Each year, the Board Chair appoints a nominating committee for the purpose of recommending persons for the Officers, Executive Committee and Appointed Delegates of the Policy Board. The Chair appointed Wayne Abele (Burke County), Larry Chapman (Hudson), Kitty Barnes (Catawba County) and George Holleman (Taylorsville) to serve as members of the Nominating Committee.

Mr. Holleman presented the recommendations from the Nominating Committee listed below:

Position	Recommendation	Term Ends
Chair	Bob Floyd	Dec. 2020
Vice Chair	Jill Patton	Dec. 2020
Secretary	Johnny Berry	Dec. 2020
Treasurer	George Holleman	Dec. 2020
Immediate Past Chair	Barbara Pennell	Dec. 2020
Executive Committee At-Large	Wayne Abele	Dec. 2020
Executive Committee At-Large	Kitty Barnes	Dec. 2020
Executive Committee At-Large	Joesph L. Gibbons	Dec. 2020
Executive Committee At-Large	John "Chip" Black, Jr.	Dec. 2020

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Policy Board Appointed Delegate	Amparo Alfaro	Dec. 2020
Policy Board Appointed Delegate	Casey Pope	Dec. 2020
Policy Board Appointed Delegate	Tommy Luckadoo	Dec. 2020
Policy Board Appointed Delegate	Helen Chestnut	Dec. 2020
Policy Board Appointed Delegate	Malle Vue	Dec. 2021
Policy Board Appointed Delegate	Jeanna Price	Dec. 2021
Policy Board Appointed Delegate	Randy Burns	Dec. 2021
Forum Representative	Wayne Abele	Dec. 2019
Alternate Forum Representative	Kitty Barnes	Dec. 2019

Mr. George Holleman presented the Nominating Committee report in the form of a motion that the Policy Board approve the nominations as presented by the Nominating Committee. Mr. Joie Fullbright offered a second. The motion passed unanimously.

#### Recognition of Outgoing Board Members

Chair Pennell thanked outgoing board members, Forrest Fleming of Morganton, Sara Moses Appointed Delegate and Elle Engstrom Appointed Delegate, for their service. Vice-Chair Bob Floyd recognized Chair Pennell for service to the board as Chair for the past two years. Executive Director, Anthony Starr also spoke and thanked Chair Pennell for her dedication and love for local government.

#### Staff Updates

Mr. Anthony Starr provided the following staff updates to the board:

1. Search for Town of Catawba Manager and Longview Police Chief have been successful.
2. The WPCOG generator is now installed and came in under budget.
3. The Housing Forum was a great success and positive feedback was received.

#### Closed Session – Pursuant to G.S. 143-318.11

- (a) (3) – To consult with an attorney to protect the attorney-client privilege.

The Policy Board went into closed session pursuant to NC General Statute 143-318.11(a) (3) to consult with an attorney to protect the attorney-client-privilege. The motion was made by Mr. Larry Yoder and seconded by Mr. Ronnie Setzer.

The regular meeting was reconvened by motion made by Mr. Donald Robinson, seconded by Mr. Larry Chapman.

#### Adjournment

Mr. Joie Fulbright made a motion that the meeting adjourn at 7:51 pm. The motion was seconded by Mr. Donald Robinson. The motion passed unanimously.



**Western Piedmont Regional Transit Authority  
MINUTES OF REGULAR BOARD MEETING**

**Western Piedmont Regional Transit Authority (WPRTA) Board of Directors Time  
and Place: Thursday, January 16, 2020 at 10:00 a.m.**

**Location: Greenway Conference Room,  
1515 4th St. SW, Conover, NC 28613**

**Members Present:** Rick French (Chair), Donald Duncan, John Marshall, Kim McGee, Bryan Steen

**Others Present:** Camille Sterling, Jeff Blalock, Brian Horton, Aaron Kohrs, Patti Nelson, Freda Powell, Terry Taylor, Debora Wentz

**1. Call to Order** – Mr. French called the meeting to order at 10:01 AM and welcomed all present.

**2. Public Hearing**

- a. Burke Flex Route-** Mr. French called for a motion to open the public hearing. Upon a motion by Mr. Duncan and a second by Mr. Steen, the board opened the hearing. No public comments were made during the hearing, though Ms. Sterling summarized comments received. Mr. Kohrs provided extra detail on comments recorded. Mr. Horton noted the trade-off between Valdese Avenue and Outreach Center. Mr. French called for a motion to close the public hearing. Upon a motion by Mr. Steen and a second by Mr. Duncan, the board closed the hearing. Mr. French asked for any discussion. Mr. Duncan asked about any possible changes to address the comments received. Ms. Sterling and Mr. Horton provided options to address the comments. Mr. Duncan then suggested that staff be allowed to devise a solution. Mr. French called for a motion to approve the route changes in conformance with the new route brochure, provided staff would update routing for the Valdese Avenue and Outreach Center trade-off. Upon a motion by Mr. Duncan and a second by Mr. Steen, the board unanimously approved the changes to the Burke Flex Route service.

**3. Finance**

- a. Financial Report-** Mr. Blalock gave a brief overview of the WPRTA Operating Income/Expense Report for December. It was noted that maintenance is a little over budget and that we would revisit later in the meeting. Total Cash as of January 13, 2020 is \$1,857,090.15. No board action was required.
- b. 2019 Audit Presentation-** Ms. Wentz started by sharing her unmodified opinion, and the results of the audit, which met the filing deadline and lacked any findings. Mr. Blalock presented highlights of the audit, as well as year-to-year changes in expenses and revenues. Mr. French called for a motion to approve the Fiscal Year 2019 Financial Report. Upon a motion by Mr. Duncan and second by Mr. Steen, the Board unanimously approved the audit and financial report.

- 5. Authority Update-** Ms. Sterling mentioned the delay in ROAP and SMAP applications. Ms. Sterling noted an upcoming triennial review for Section 5311 rural funds. Such review would tentatively be February 21, 2020, but with the challenges of completing a new workbook, the date may end up being later. No action was required by the board.

6. **Consent Agenda-** Mr. French called for a motion to approve the December 19, 2019 Board Minutes. Upon a motion by Mr. Duncan and a second by Mr. Steen, the Board unanimously approved the Minutes.
7. **Discussion of Items removed for the Consent Agenda-** No public comment
8. **Public Comment-** None
9. **Other Business-** None
10. **Adjournment** – The next board meeting will be Thursday, January 16, 2020 at 10:00 am. Mr. Steen moved to adjourn the meeting, with a second by Mr. Duncan. The motion approved unanimously by the board, and they adjourned at 10:37 AM

Respectfully Submitted,

---

Brian Horton, Clerk

---

Rick French, Chairman

LEPC Meeting Minutes 11/12/19  
Burke County Health Department

See sign in sheet –

Mike Willis called the meeting to order at 1306.

Mike introduced himself and had members introduce themselves. Steve Jenkins, with SAFT was new to group.

Mike needs squared away for Jan 2020 BOC Agenda. Charlie Watts – off in January, fire service – Association meeting on the 18th; Mike Willis – Matt Gupton – Mike Long - (Citizen – April Pope); Josh Mashburn – wants to stay on; Paul Phillips – retiring 12.31.19.

Minutes from last meeting - moved – Pete; Cecil – seconded – all in favor. Minutes stand approved.

Awarded both exercise grants – water exercise – April 18<sup>th</sup> – 21<sup>st</sup>, 2020. -tentative start date. Water rescue and wants to be better about including hospital. EMS to play better this year also. Base camp will be the training center.

Case Farms is still a go. Ammonia leak there – one day – planning meeting, June 2020. (10<sup>th</sup> or 17<sup>th</sup>) - will let know

April/May 2020 state exercises- cyber attack. Will meet again before this event.

Domestic Preparedness Region (DPR8) - met all projects moving forward. At end of last years grant and getting ready to order this year's equipment – always a year behind. prices have gone up and project cut – McDowell pet trailer cut – moved to next year and money re-distributed. All have prime mover; event trailer – message boards will lack 6-7 for region. All counties have 2 in the county. Ordered this year – public health – cold boxes to transport medications – 2 sonar boats to have in the region; next year – finish out the message board project; AS trailer- conference call coming up and will know by next meeting. Get at least 3 –cradle point with transportables – connectivity device for events – hopefully have in county. Hoping to share within 2-3 counties. For man hunt and no connectivity – need better coverage – has voiceoverIP address.

Building status – EM – in it and not big enough. maintenance is being done.

Hildebran – Vaper Furniture - clean

Tip from Sheriff's Office – Rogers Road – Blue Ridge Pharmaceuticals – EPA emergency cleanup. Will lose the property. on-going

STS Chemical – Chesterfield area – cant get information out of EPA. Attorney from EPA – deal supposedly worked out between owner and company out of Lenoir.

Ag Safety Day – Pesticide folks will take – take up and disposal day – Spring spoke of Ecoflo vendor -

The group discussed educational materials and getting them now and do the day for February – March 2020. Spring will let me know the dates.

Hexion - Appreciation Day on September 12<sup>th</sup> – 40-50 first responders to show up and was great.

Duke Energy Grant - \$25,000 to do weather network – 26 weather stations up across Burke County – fire departments and others – and linked together – on web page and get specific weather details in Burke County. Will be hooked to NWS.

Durwin Rice - Regional DOT coordinator – traffic incident management.

Adopt a Gauge Program – lot in need of repair. Has met with the new person while at EM Conference. has been promised the world.

EOP review – in process – almost done with annexes. Done the draft for us to review. first round sent out a couple of months ago. has only heard back from one. wants this completed by April 2020. asked to start on template for COOP Plan for the County. Unifour Hazard Mitigation Plan – FEMA requirement- last year was revision – contractor unhelpful to all 4 counties – submitted to state and at FEMA – should be back within 6 weeks. ties our federal money back to us. will make sure we have a copy of that when approved. EOP – asked to have a public version and a redacted - generic version (no numbers and addresses).

Hospital – Paul – consoles installed; one more inhouse hospital exercise for calendar

More volunteers for ARC in Burke County than in any region.

Pete Minter– Antioch Road – his boss has not said to do anything about it.

Winter storm meeting – 12/20/19 – Burke County Fair grounds – Duke Energy will have a preparedness truck there if you can make it. The same program will be at Catawba County Fairgrounds on December 19<sup>th</sup>. Catawba County will provide dinner, but you will need to email Robin Nicholas with Duke Power if you want to attend the Catawba County.

Next meeting will be held February 11, 2020. Mike asked for volunteers for hosting meetings. Major Hinceman agreed to use Sheriff Office. Jeff McDaniel volunteered Hexion to host the February meeting. Pete Minter offered his office as well.

Pete Minter mentioned a cell tower will be built around Lake James and asked if EM would be able to tie into this tower. Mike explained tower coordinates

NCDOT cameras on 40 access

Cecil and Rebecca reported on the Shelter task force – met every other month -state wants a large facility for sheltering – 3-4 shelters locally – eastern, central and western end. Collett Street Rec –

Cecil gave an update on requirements for shelters – trying to find grant money for generators and transfer switches. Hildebran library – Oak Hill Methodist – school system – Mtn View – no showers there or at Hildebran library.

Mike reminded people to keep up to date in TERMS – for trainings. We need to do ICS as well as ICS EOC interface class – EOC Training –

Media – Lisa Propst – not present

Donation management – will be in EOP

ARC – Charles Avery – hurricane season – nuclear drill – Amelia – today; had staff to go out west on disasters; smoke alarm installations – next spring – will get with FM -; may do as a coordinated event;

EMS – no report

BCSO – Banks Hinceman – busy with new jail

Josh Mashburn – DOT –

Next meeting date – February 11, 2020 – BCHD – 700 East Parker Road, Morganton, NC 28655 – Health Department Conference Room

Meeting adjourned at 2:35 p.m.

**JONAS RIDGE VOLUNTEER FIRE & RESCUE, INC.**

Basic Financial Statements  
For the Year Ended June 30, 2019

Attachment: Jonas Ridge (3013 : BOC Reports & Comments)

**Boggs, Crump & Brown, P.A.**  
CERTIFIED PUBLIC ACCOUNTANTS

Morganton, NC

JONAS RIDGE VOLUNTEER FIRE & RESCUE, INC.

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Statement of Functional Expenses	6
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Attachment: Jonas Ridge (3013 : BOC Reports & Comments)

**Boggs, Crump & Brown, P.A.**  
 CERTIFIED PUBLIC ACCOUNTANTS

205 East Union Street  
 P.O. Box 2070  
 Morganton, NC 28680  
 Telephone (828) 437-1361  
 Fax (828) 437-6114

INDEPENDENT AUDITORS' REPORT

Board of Directors  
 Jonas Ridge Volunteer Fire & Rescue, Inc.  
 Jonas Ridge, North Carolina

We have audited the accompanying financial statements of Jonas Ridge Volunteer Fire & Rescue, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2019 and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

**Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

**Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standard generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

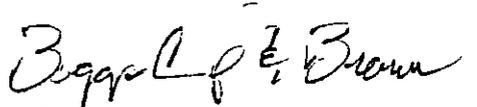
We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Attachment: Jonas Ridge (3013 : BOC Reports & Comments)

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**Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Jonas Ridge Volunteer Fire & Rescue, Inc. as of June 30, 2019, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

  
Boggs, Crump & Brown, P.A.  
Certified Public Accountants

January 23, 2020  
Morganton, North Carolina

JONAS RIDGE VOLUNTEER FIRE AND RESCUE, INC.  
 STATEMENT OF FINANCIAL POSITION  
 JUNE 30, 2019

	<u>NOTES</u>		<u>2019</u>
<b>ASSETS:</b>			
Current Assets:			
Cash and cash equivalents	1,5,11	\$	235,507
Prepaid expense			8,995
Due from Burke County	11		5,721
Total current assets			250,223
Property, plant and equipment:			
Land	1		17,576
Buildings			532,075
Equipment and vehicles			1,123,380
Total			1,673,031
Less accumulated depreciation			1,139,414
Property, plant and equipment - net			533,617
Total assets		\$	783,840
<b>LIABILITIES AND NET ASSETS:</b>			
Current liabilities:			
Accounts payable		\$	1,830
Accrued interest			11,960
Current portion of long-term debt	2		24,428
Total current liabilities			38,218
Long-term debt	2		520,326
Total liabilities			558,544
Net assets:			
Without donor restrictions	1		215,462
With donor restrictions	1,7		9,834
Total net assets			225,296
Total liabilities and net assets		\$	783,840

See accompanying notes to financial statements.

Attachment: Jonas Ridge (3013 : BOC Reports & Comments)

JONAS RIDGE VOLUNTEER FIRE AND RESCUE, INC.  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2019

		2019		
	NOTES	Without Donor Restrictions	With Donor Restrictions	Total
<b>Income and Support:</b>				
Fire Tax receipts	1,3	\$ 159,646	\$ -	\$ 159,646
Reimbursements		71	-	71
Grant revenue		12,752	-	12,752
Donations		2,610	-	2,610
On behalf payments - State of North Carolina	4	3,994	-	3,994
Firemen's relief fund	7	-	1,127	1,127
<b>Total income and support</b>		<u>179,073</u>	<u>1,127</u>	<u>180,200</u>
<b>Expenses:</b>				
Repairs and maintenance		11,012	-	11,012
Supplies and small equipment		6,337	-	6,337
Fuel		961	-	961
Utilities		20,182	-	20,182
Insurance		16,257	-	16,257
Advertising		213	-	213
Office expense		330	-	330
Professional fees		7,003	-	7,003
Dues and subscriptions		2,220	-	2,220
Depreciation		64,211	-	64,211
Public relations		3,003	-	3,003
Operations Expense		1,232	-	1,232
Member reimbursements		6,657	-	6,657
Training		67	-	67
Retirement fund		1,020	-	1,020
On behalf payments - State of North Carolina		3,994	-	3,994
<b>Total expenses</b>		<u>144,699</u>	<u>-</u>	<u>144,699</u>
Operating income (loss)		<u>-</u>	<u>-</u>	<u>-</u>
<b>Other Revenue and (Expenses):</b>				
Interest income		267	-	267
Interest expense		(24,716)	-	(24,716)
<b>Total other revenue and (expense)</b>		<u>(24,449)</u>	<u>-</u>	<u>(24,449)</u>
Changes in net assets		9,925	1,127	11,052
Net assets, beginning of year		<u>205,537</u>	<u>8,707</u>	<u>214,244</u>
<b>Net assets, end of year</b>		<u>\$ 215,462</u>	<u>\$ 9,834</u>	<u>\$ 225,296</u>

See accompanying notes to financial statements.

Attachment: Jonas Ridge (3013 : BOC Reports & Comments)

**JONAS RIDGE VOLUNTEER FIRE AND RESCUE, INC.**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED JUNE 30, 2019**

	<b>2019</b>
<b>Operating Activities:</b>	
Changes in net assets	\$ 11,052
Adjustments to reconcile changes in assets to cash provided (used) by operating activities:	
Depreciation	64,211
(Increase) decrease in accounts receivable	(1,084)
(Increase) decrease in prepaid expense	2,486
Increase (decrease) in accounts payable	40
Increase (decrease) in accrued interest	(563)
Net cash provided (used) by operating activities	76,142
<b>Cash Flows From Investing Activities:</b>	
Purchases of fixed assets	(4,266)
Net cash provided (used) by investing activities	(4,266)
<b>Cash Flows From Financing Activities:</b>	
Payments on long-term debt	(22,203)
Net cash provided (used) by financing activities	(22,203)
Increase (decrease) in cash	49,673
Cash balance - beginning of year	185,834
Cash balance - end of year	\$ 235,507

See accompanying notes to financial statements.

Attachment: Jonas Ridge (3013 : BOC Reports & Comments)

JONAS RIDGE VOLUNTEER FIRE AND RESCUE, INC.  
 STATEMENT OF FUNCTIONAL EXPENSES  
 FOR THE YEAR ENDED JUNE 30, 2019

	<u>Program Services</u>	<u>Management and General</u>	<u>Total</u>
<b>Expenses:</b>			
Repairs and maintenance	\$ 11,012	\$ -	\$ 11,012
Supplies and small equipment	6,337	-	6,337
Fuel	961	-	961
Utilities	18,164	2,018	20,182
Insurance	16,257	-	16,257
Advertising	213	-	213
Office expense	-	330	330
Professional fees	3,502	3,501	7,003
Dues and subscriptions	2,220	-	2,220
Depreciation	64,211	-	64,211
Public relations	3,003	-	3,003
Operations Expense	1,232	-	1,232
Member reimbursements	6,657	-	6,657
Training	67	-	67
Retirement fund	-	1,020	1,020
On behalf payments - State of North Carolina	-	3,994	3,994
<b>Total operating expenses</b>	<b><u>\$ 133,836</u></b>	<b><u>\$ 10,863</u></b>	<b><u>\$ 144,699</u></b>

See accompanying notes to financial statements.

Attachment: Jonas Ridge (3013 : BOC Reports & Comments)

**JONAS RIDGE VOLUNTEER FIRE & RESCUE, INC.  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2019**

1. General Information and Significant Accounting Policies

Organization and Nature of Activities - Jonas Ridge Volunteer Fire & Rescue, Inc. (the Organization) is a not-for-profit corporation established to provide fire protection and rescue services to the Jonas Ridge Community in Burke County, North Carolina via the operation of a volunteer fire department.

Basis of Accounting - The accompanying financial statements have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables, and other liabilities.

Cash and Cash Equivalents - For the purposes of the statement of cash flows, cash equivalents include time deposits, certificates of deposit and all highly liquid debt instruments with original maturities of three months or less.

Property and Equipment - The Organization capitalizes all expenditures for property and equipment in excess of \$500. Purchased property and equipment are carried at cost. Donated property and equipment are carried at the approximate fair value at the date of donation. Depreciation is computed using primarily the straight-line method based on estimated useful lives as follows:

Buildings	31-40 years
Fire equipment and vehicles	5-15 years

Maintenance and repairs are charged to operations when incurred. Betterments and renewals are capitalized. When property and equipment are sold or otherwise disposed of, the asset account and related accumulated depreciation accounts are relieved, and any gain or loss is included in operations.

Basis of Presentation - The Organization reports in compliance with the Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 958-205, Not-for-Profit Entities: Presentation of Financial Statements. Under these provisions, net assets and revenues, expenses, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of the Organization, and changes therein, are classified and reported as follows:

Net Assets Without Donor Restrictions - Net assets without donor restrictions represent resources whose use is not limited or restricted by donors. They generally arise as a result of exchange transactions, unrestricted contributions, or restricted contributions whose restrictions have expired.

Net Assets With Donor Restrictions - Net assets with donor restrictions represent resources whose use is limited by donors for the purpose and/or time in which they have been expended, and resources that must be maintained in perpetuity. Eventually, net assets with donor restrictions, other than those that must be maintained in perpetuity, are released to net assets without donor restrictions as their time and purpose

1. General Information and Significant Accounting Policies - (Continued)

requirements are met. Net assets with donor restrictions that must be maintained in perpetuity do not get reclassified since, by definition, their restrictions never expire. The income may be unrestricted or restricted according to the donor's wishes.

Functional Allocation of Expenses - The cost of providing various programs and other activities have been summarized on a functional basis in the statement of activities and in the statement of functional expenses. Expenses are allocated between fund-raising, management and general and program expenses based on an evaluation of the related benefits. Management and general expenses include those expenses that are not directly identifiable with any specific function, but provide for the overall support and direction of the Organization.

Use of Estimates in Preparing Financial Statements - The preparation of financial statements, in conformity with U.S. generally accepted accounting principles, requires management to make estimates and assumptions that affect the reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Tax Status - The Organization is exempt, except for unrelated business income, from taxes under Internal Revenue Codes 501(c)(3). There is no unrelated business income for the year ended June 30, 2019.

The Organization's Forms 990, *Return of Organization Exempt From Income Tax*, are subject to examination by the IRS, generally, for three years after they are filed.

Net Assets - Board Restricted - The governing board requires the Organization to restrict, within the operating fund, a minimum of ten percent of the annual long-term debt payment. The annual payment is \$47,482, the Board has restricted a total of \$4,748.

2. Long-Term Debt

Long-term debt is summarized as follows:	<u>2019</u>
4.375% note payable in annual installments of \$15,358, including interest due January, 2045, collateralized by land and building	\$235,687
4.50% note payable in annual installments of \$8,968 including interest due January, 2045, collateralized by land and building	135,788
3.86% note payable in annual installments of \$23,156 including interest due October, 2031, collateralized by equipment	<u>173,279</u>
Subtotal	544,754
Less current portion	<u>24,428</u>
Long-term portion	<u>\$520,326</u>

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2. Long-Term Debt - (Continued)

Principal maturities for the years subsequent to June 30, 2019 are summarized as follows:

2020	\$ 24,428
2021	25,415
2022	26,442
2023	27,512
Thereafter	<u>440,957</u>
Total	<u>\$544,754</u>

3. Concentration of Contributions and Revenue

The Organization receives a substantial portion of its operating revenue from Burke County. This revenue comes from ad valorem taxes levied on property within the Organization's fire district.

4. Firemen's and Rescue Squad Workers' Pension Fund

Plan Description - The State of North Carolina contributes, on behalf of the Jonas Ridge Volunteer Fire & Rescue, Inc. to the Firemen's and Rescue Squad Workers' Pension Fund (Fund), a cost-sharing multiple-employer defined benefit pension plan with a special funding situation administered by the State of North Carolina. The State of North Carolina provided \$3,994 of on-behalf payments for year ending June 30, 2019. The Fund provides pension benefits for eligible fire and rescue squad workers that have elected to become members of the fund. Article 86 of G.S. Chapter 58 assigns the authority to establish and amend benefit provisions to the North Carolina General Assembly. The Firemen's and Rescue Squad Workers' Pension Fund is included in the Comprehensive Annual Financial Report (CAFR) for the State of North Carolina. The State's CAFR includes financial statements and required supplementary information for the Fund. That report may be obtained by writing to the Office of the State Controller, 1410 Mail Service Center, Raleigh, North Carolina 27699-1410, or by calling (919)981-5454.

Funding Policy - Plan members are required to contribute \$10 per month to the Fund, which is paid by the Organization. The State, a non-employer contributor, funds the plan through appropriations. Contribution requirements of plan members and the State of North Carolina are established and may be amended by the North Carolina General Assembly. Contributions for the year ended June 30, 2019 were \$1,020.

5. Concentration of Credit Risk

Jonas Ridge Volunteer Fire & Rescue, Inc. maintains two checking accounts at Wells Fargo Bank. The accounts are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000. At June 30, 2019, the carrying amount was \$57,464 and bank balances totaled \$60,063. No amount was uninsured at June 30, 2019.

The Organization also maintains a mutual fund at Edward Jones, consisting primarily of Federated U.S. Treasury obligations. The account is covered by SIPC insurance, up to \$500,000 (\$250,000 for cash). As of June 30, 2019, the carrying amount and account balance was \$178,043. No amount was uninsured.

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6. Date of Management's Review

Subsequent events were evaluated through January 23, 2020, which is the date the financial statements were available to be issued.

7. Temporarily Restricted Net Assets

Temporarily restricted net assets are available for the following purposes or periods:

Firemen's Relief Fund	\$9,834
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The Firemen's Relief Fund is funded by a portion of the fire and lightning insurance premiums that insurers remit to the State. The State passes these moneys to the local board for the Firemen's Relief Fund. The funds are used to assist fire fighters in various ways. During the year ended June 30, 2019, no expenses were incurred, therefore no amount was released from restriction.

8. Fair Value of Financial Instruments

The following methods and assumptions were used to determine the fair value of each class of financial instruments:

Cash and cash equivalents - Fair value approximates carrying value due to the initial maturities of the instruments being three months or less.

Accounts receivable - Fair value approximates carrying value due to collection of these receivables is expected in the near short term.

The fair values of the Organization's financial instruments at June 30, 2019 are as follows:

	<u>Carrying Amount</u>	<u>Fair Value</u>
Financial assets:		
Cash and cash equivalents	\$235,507	\$235,507
Accounts receivable	5,721	5,721

9. Contributed Services

No amounts have been reflected in the financial statements for donated services. The Organization generally pays for services requiring specific expertise. However, many individuals volunteer their time and perform a variety of tasks that assist the Organization, but these services do not meet the criteria for recognition as contributed services.

10. Commitments and ContingenciesUncertain Tax Positions

FASB ASC 740-10, Accounting for Uncertainty in Income Taxes, clarifies the accounting for uncertainty in income tax positions. Based on an evaluation of uncertain tax positions, management is required to measure potential tax liabilities that could have a risk of greater than a 50% likelihood of being realized upon settlement. As of June 30, 2019, management has determined that the Organization has no such risk, and therefore, no liabilities have been recorded for uncertain tax positions.

The Organization is exempt from federal income taxes under Section 501(c) (3) of the Internal Revenue Code, except on net income derived from unrelated business activities. The Organization believes that it has appropriate support for any tax positions taken, and as such, does not have any uncertain tax positions material to the financial statements. The Organization's Return of Organization Exempt from Income Tax (Form 990) for 2016, 2017, and 2018 are subject to examinations by the IRS, generally for three years after they are filed.

The Organization is no longer subject to examination by federal authorities for the years prior to 2016.

11. Liquidity and Availability of Resources

The Organization monitors its liquidity so that it is able to meet its operating needs and other contractual commitments while maximizing the investment in its excess operating cash. The Organization has the following financial assets that could readily be made available within one year of the balance sheet date to fund expenses without limitations.

Cash and Cash Equivalents	\$235,507
Due from Burke County	<u>5,721</u>
Total	<u>\$241,228</u>

12. Recently Issued Accounting Standards

On August 18, 2016, the FASB issued ASU 2016-14, *Not-for-Profit Entities (Topic 958) - Presentation of Financial Statements of Not-For-Profit Entities*. The Organization has adjusted the presentation of its financial statements accordingly. The new standard changes the following aspects of the Organization's financial statements:

The unrestricted net asset class has been renamed *net assets without donor restrictions*.

The temporarily restricted net asset class has been renamed *net assets with donor restrictions*.

The financial statements include a new disclosure about liquidity and availability of resources.

# WPCOG MONTHLY IMPACT REPORT

## JANUARY 2020

### ADMINISTRATION FINANCE & IT

**Anthony Starr**  
Ashley Adkins  
Ashley Bolick  
Judy Caldwell  
Lori Dixon  
Kim Eckard  
Sherry Farris  
Sandy Jones  
Scott Miller  
Andrea Roper  
Jason Toney

#### Finance

<b>5</b> Contracts Logged	<b>414</b> ACH/Online Payments
<b>118</b> Deposits Processed	<b>74</b> Purchase Orders Processed
<b>202</b> Checks Written	<b>10</b> Processed Payrolls for 206 Employees

#### Admin

- Hired new Code Enforcement Officer Todd Justice
- Working on details for the Annual Meeting and "13 Ways" training details and materials
- Surveying salary information of area local governments and sister COGs concerning assistant finance directors for addition to WPCOG Pay Plan

#### IT Support

<b>73</b> Total Tickets
<b>59</b> End-User Support
<b>4</b> Mgt. Tasks
<b>10</b> Facilities & Maint.

#### Outreach & Facilities Usage

<b>4,795</b> Site Visits	<b>13,716</b> Pageviews
<b>46</b> Posts	<b>13,544</b> Reaches
<b>39</b> Tweets	<b>15,096</b> Reaches
<b>17</b> Events	<b>193</b> Attendees

### AREA AGENCY ON AGING

**Tina Miller**  
Christina Franklin  
Mary Mitchell  
Karen Phoenix  
Anita Roberts  
Sarah Stamey

#### AAA OUTREACH

<b>2</b> Community Presentations	<b>0</b> Health Promotion Classes	<b>22</b> In-Home Respite Hours
<b>81</b> Information & Referral Contacts	<b>5</b> Caregiver Directed Vouchers	<b>24</b> Attended FCSP Program

#### OMBUDSMAN PROGRAM ACTIVITY

<b>29</b> Facility Visits	<b>0</b> Facility Trainings	<b>9</b> New Investigations	<b>25</b> Cases Closed	<b>2</b> Technical Assistance
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#### PROJECT C.A.R.E. ACTIVITY

<b>8</b> Assessments	<b>5</b> Reassessments	<b>8</b> Home Visits	<b>13</b> Vouchers Issued	<b>9</b> Agency Outreach Visits	<b>71</b> People Reached
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#### Home & Community Care Block Grant

<b>11,215</b> Meals Served	<b>3,087</b> Hours of In-Home Aide Service	<b>12</b> Housing/Home Improvement Projects	<b>980</b> Medical/General Transportation Trips Provided	<b>80</b> Hours of Legal Assistance Provided	<b>406</b> Adult Day Care Health Days of Service
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### COMMUNITY & ECONOMIC DEVELOPMENT

**Sherry Long**  
Jennifer Cannon  
Lisa Helton  
Joel Herman  
Rick Oxford  
Laurie Powell  
Erin Schotte  
Paul Teague  
Helen Whisnant

<b>2</b> Mortgage Payment Program Loans	<b>21</b> Homeowner Foreclosure Preventions	<b>7</b> First-Time Homebuyers	<b>7</b> Housing Rehab(s) Completed
Alexander - 0 Burke - 0 Caldwell - 0 Catawba - 1 Iredell - 1	Alexander - 2 Burke - 2 Caldwell - 4 Catawba - 9 Lincoln - 1 Iredell - 1 Wilkes - 2	Alexander - 0 Burke - 4 Caldwell - 2 Catawba - 1	Alexander - 2 Burke - 2 Caldwell - 1 Catawba - 2

#### GRANTS/ACTIVITIES

- WPCOG Staff requested a draw of \$235,000 on behalf of the City of Hickory and Design Foundry for a N.C. Commerce Rural Economic Development Division Building Reuse Grant. Design Foundry has been renovating a facility in Hickory and has created 55 new full-time jobs. The company is in the process of creating a total of 109 new jobs by February 2021.
- 1 Essential Single-Family Repair contract signed in Caldwell County

# COMMUNITY & REGIONAL PLANNING

**Alison Adams**  
 Duncan Cavanaugh  
 Jack Cline  
 Taylor Dellinger  
 Patrick DeMauro  
 Brian Horton  
 Todd Justice  
 Ashley Kale  
 Teresa Kinney  
 Dustin Millsaps  
 Hunter Nestor  
 Averi Ritchie  
 Trey Schweitzer  
 Todd Stroupe  
 Johnny Wear

<b>Planning</b>	<b>6</b> Completed Minor Subdivisions	<b>17</b> Issued Zoning Permits	<b>1</b> Zoning Map Amendments	<b>1</b> Zoning Text Amendments
<b>ADA Compliance</b>	<b>6</b> Code Enforcement Letters Sent	<b>4</b> Zoning Enforcement Letters	<b>5</b> Planning Board Meetings	<b>6</b> Council Commission Meetings
<b>Transportation</b>	<b>10</b> Burke <b>21</b> Catawba Greenway Passenger Sampling Trips	<b>1</b> Workshop/Training	<b>3</b> Trans. Meetings Attended	<ul style="list-style-type: none"> <li>Prepared the Caldwell Co. Comp Plan Draft and adoption; Finalizing video to be presented with the Plan</li> <li>Hudson Bike &amp; Pedestrian Plan review completed &amp; submitted to DOT for approval</li> <li>Began Route Design and Analysis for Lenoir Solid Waste Automated Collection Study</li> <li>Developed amendments to regional bicycle plan for NC 127 in Bethlehem and Mountain View</li> <li>Participated in Steering Committee launch of the City of Hickory Bicycle and Pedestrian Plan</li> </ul>
<b>GIS/Data Center</b>	<b>60</b> Data Requests	<b>20</b> Presentations & Meetings	<ul style="list-style-type: none"> <li>Calculated '19 building permit totals for Burke, Caldwell &amp; Catawba Co</li> <li>Completed final adjustments of the region's census tracts/block groups for 2020 Census</li> <li>Completed making Burke Route changes on sampling spreadsheets</li> <li>Finished Tap Cards for SE and SW quadrants of Hickory</li> <li>General ArcGIS Online support for Valdese, Claremont, &amp; Maiden.</li> <li>Violation Status and Category maps for 11 Code Enforcement reports</li> <li>End of '19 calendar Septic Program Replacement Project Location maps</li> </ul>	
<b>76</b> Hickory GIS Support Hrs.	<b>34</b> Maps/Spatial Data	<b>1,631</b> Addresses Mapped		

# Environmental Planning

<b>2</b> Developments Awaiting Revisions	<b>4</b> Stormwater Complaints Resolved	<b>4</b> Completed Biannual SCM Inspections	<b>Code Enforcement</b>	<b>341</b> Total Open Violations	<b>188</b> Nuisance Violations	<b>66</b> Abandoned or Junked Vehicles	<b>22</b> Abandoned Mobile Homes	<b>55</b> Residential <b>10</b> Non-Residential	<b>26</b> Violations Resolved
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# REGIONAL HOUSING AUTHORITY

**Stephanie Hanvey**  
 Ashley Dale  
 Kim Duncan  
 Kala Guido  
 By Khang  
 Elizabeth Moncrief  
 JoAnn Parlier

<b>1,045</b> Units Leased	<b>274</b> In Office Client Meetings	<b>124</b> Inspections Completed	<b>27</b> Vouchers Issued	<b>90</b> Total Vouchers Pending
<b>100</b> Congratulation Letters	<b>2,419</b> Waiting List	<b>\$401,815</b> Paid on Tenant's Behalf	<b>\$384.51</b> Average Housing Assistance Payment	

# ENVISION CENTER NUMBERS

<b>24</b>	Income tax returns filed through VITA site
<b>5,300</b>	Feminine hygiene products collected
<b>3</b>	Referrals to homeownership program
<b>7</b>	Referrals to Legal Aid
<b>2</b>	New Community Partnerships

# WORKFORCE DEVELOPMENT BOARD

**Wendy Johnson**  
 Leslie Farris  
 Donna Gilbert  
 Elizabeth Hilliard  
 April Lail  
 Matthew Xiong

<b>Jobseeker Services</b>	<b>Employer Services</b>	<b>Scholarship &amp; Training Industry</b>
<b>32</b> Scholarships Issued <b>9</b> Trainings <b>140</b> Job seekers currently receiving training scholarships <b>140</b> New Register Unemployed <b>194</b> People not working that newly registered in NCWorks.gov <b>194</b> 1x NCWorks Registrants <b>9</b> Paid Internships <b>1st</b> People that registered in NCWorks.gov for the first time	<b>218</b> Employers Served at NCWorks Career Centers <b>20</b> Staff assisted Recruitment Events at a Career Center or Employer Site <b>6,118</b> Job openings in Alexander, Burke, Caldwell & Catawba Counties	<b>65%</b> Health Science <b>14%</b> Public Safety

Attachment: 01 - Jan - 2020 - Monthly Impact Report (2013 : BOC Reports & Comments)

# Burke County Public Library

bcpls.org

March 2020



## Census @ your library

By mid-March U.S. residents will begin receiving in the mail their official invitations to participate in the 2020 census. By April 1, which is Census Day, every home in the United States will have received the census invitation. The invitation will list three ways to respond to the census: online, phone, or mail.

With the response to the 2020 Census designed to take place primarily online, libraries can bridge the digital divide and support a more complete count. More than 24 million Americans do not have high-speed internet at home, according to the Federal Communications Commission. Older adults, rural residents, racial minorities, and those with lower levels of education and income are less likely to have home broadband.

Libraries serve people of all ages and backgrounds and are well-positioned to reach some demographic groups that are at heightened risk of being undercounted in the Census. Children younger than 5 years old, for instance, are the most undercounted age group. The Annie E. Casey Foundation recommends libraries as a trusted messenger of information about Census participation to parents and guardians.

Beginning March 13, each location of the Burke County Public Library will have dedicated workstations for those wanting to use them to enter their census information. Library staff will be available to provide assistance.

A public library is located within five miles of 99% of hard-to-count census tracts identified with the lowest response rates in 2010—and 73% of the time a library is located within one mile.

#CountOnLibraries



## Living Well by the Numbers

Monthly statistics for all Burke County Public Library locations.

Item	February FY 18/19	February FY 19/20	Change
Circulation	13,132	14,230	+8.36%
Library Cards – New and Renewed	411	439	+6.81%
Library Visits	NA	8,347	NA
Programs – Number Held	NA	117	NA
Programs – Number Attending	NA	1,960	NA
Computer Sessions	2,667	2,888	+8.29%
Ebooks Checked Out	2,224	2,806	+26.2%
Items Added to the Collection	649	753	+16.0%
Items Removed from the Collection	201	153	-24.3%
Items in the Collection	139,794	142,763	+2.12%

**Friends Spring Book Sale on  
April 17/18 at the Collett Street Rec.**



Packet Pg. 364

## 19th Amendment Exhibit

On Saturday, February 29, from 10 am to 3 pm, the Morganton Public Library hosted an exhibition from the State Archives of North Carolina titled: "An Absolute Moral Certainty — The Woman Suffrage Movement in North Carolina." The year 2020 marks the 100th anniversary of the passage of the 19th Amendment, guaranteeing and protecting the right of women to vote. Over 100 people viewed the exhibit and many had the photos made wearing a suffrage sash. A representative from the League of Women Voters of Catawba Valley was available to register people to vote.



The first attempt to grant women suffrage came in February 1897 when J. L. Hyatt, a Yancey County Republican, introduced a bill in the state senate. Legislators referred it to the Committee on Insane Asylums, of which Hyatt chaired. The bill never received attention and died.

From General Assembly Session Records, January-March 1897, Senate Bills 635-839, (S.B. 676), State Archives

The exhibit included original archival documents and materials relating to suffrage, including a copy of the 19th Amendment sent to North Carolina for ratification in June of 1919. This document — along with pro- and anti-suffrage propaganda, hand-held fans, facsimiles of legislation, political cartoons, and a suffragist's sash — will travel the state from November 2019 through November 2020.

Although women have had the right to vote since 1920, the North Carolina Legislature ratified the 19th amendment on May 6 1971. There were no dissenting votes.

## Gathering of the People

The Morganton Public Library hosted the 18th Gathering of the People in Celebration of Black History Month on Sunday, February 23. Over 175 people attended the program. The topic was the historic community of Jonesboro in Morganton which is listed on the National Registry of Historic Places. Laurie Johnston, Curator of the North Carolina Room, gave a slideshow presentation on the history and people of Jonesboro. This was followed by a panel discussion of what it was like to live and grow up in Jonesboro. Members of the audience added to what the panelists had to say by sharing their own remembrances. The panel moderator and six panelists were: Ruth Roseboro, Beverly Carlton, Jeanne Fleming, Thomas Tapp, Rosetta Ferguson, Rev. Diane Conley, and Robert Carter.



### HISTORIC JONESBORO COMMUNITY IN MORGANTON, NC

- The Jonesboro Historic District is located along sections of West Concord Street, Jones Street, South Anderson Street, Bay Street and Lytle Street. The district consists of forty-one buildings.
- The area has traditionally been a black residential neighborhood and remains so today, Morganton's only intact historic black community. Homes in the district were constructed between ca. 1895 and ca. 1935 and include examples of vernacular Victorian cottages, bungalows and shotgun houses.
- Perhaps the most significant resident of the neighborhood was Philo Harbison. Harbison was born a slave in 1856, but resided in his master's house and was taught to read and write. As an adult, he trained as a master carpenter and ultimately became a contractor and builder. The only existing homes he is known to have built are his own home in the Jonesboro district and the houses he built as rental property.

— From the State of North Carolina Division of Archives and History (1986)

**Friends Spring Book Sale on  
April 17/18 at the Collett Street Rec.**



Packet Pg. 365



# Adult Programs

# March 2020



Mon	Tue	Wed	Thu	Fri	Sat
<p>2 <b>Family Movie Night</b> <b>Hidden Figures</b> CBH 5:30pm</p>	<p>3 <b>Instant Pot Breakfast Class</b> VPL 9am**</p>	<p>4 <b>Needlework in the Morning</b> 10am-Noon Old World Baking Company (Valdese)</p>	<p><b>FRIENDS of the Burke County Public Library</b></p> <p>12 <b>Friends of the Library's Author's Luncheon</b> featuring <b>Elizabeth Hudson</b> Editor of Our State Magazine Thursday, March 12 Noon at the First Baptist Church of Morganton Tickets (\$20 each) available from the Friends of the Library &amp; at all Libraries.</p>	<p>6 <b>Burke Writers League</b> Friday, March 6 &amp; Friday, March 20 2pm at Grace Ridge. All ages &amp; genres welcome.</p>	<p>7 <b>Beginners Taekwondo</b> with Taber's Black Belt Academy Sat., March. 7: VPL 10am Sat., March 21: VPL 10am</p>
<p>9 <b>Hidden Figures</b> <b>Little Fires Everywhere</b> Celeste Ng</p>	<p>17 <b>Book Discussion Little Fires Everywhere</b> VPL 10am</p>	<p>18 <b>Bright Star Theatre We Can Do It!</b> American Women in History MPL 6pm</p>	<p>13 <b>Needlework in the Morning</b> MPL 10am-Noon</p> <p>14 <b>Book Themed Craft</b> EBSC 2pm**</p>	<p>13 <b>Needlework in the Morning</b> MPL 10am-Noon</p>	<p>14 <b>Movie Double Feature at MPL</b> 11am: Iron Jawed Angels 1:30pm: Suffragette</p>
<p>16 <b>Mixed Media Monday</b> <b>Wooden House</b> Curio Box MPL 6pm**</p>	<p>24 <b>IRON JAWED ANGELS</b> Grace Ridge 3pm</p>	<p>25 <b>SILVER STAR READERS</b> <b>The Invention of Wings</b> Grace Ridge 2pm</p>	<p>26 <b>Family Yoga with AutumnDawn Yoga</b> Thurs., March 12: VPL 6:30pm Thurs., March 26: VPL 6:30pm</p>	<p>27 <b>Needlework in the Morning</b> MPL 10am-Noon</p>	<p>28 <b>BROOM MAKING WORKSHOP</b> Rainbow Turkey Wing With Southern Highland Craft Guild Member Peter Werner of Black Mountain, NC MPL 12:30-4pm** Pre-Registration Required. Lottery will be used to determine participation if overwhelming demand. \$15 fee to cover supplies. Register by March 18.</p>
<p>30 <b>IRON JAWED ANGELS</b> Grace Ridge 3pm</p>	<p>31 <b>IRON JAWED ANGELS</b> Grace Ridge 3pm</p>	<p><b>Sue Monk Kidd</b> <b>The Invention of Wings</b></p>		<p>27 <b>Needlework in the Morning</b> MPL 10am-Noon</p>	

Attachment: Library Calendar -- March 2020 (3013 : BOC Reports & Comments)

For more information on programs for adults, young adults, and children, please visit our website at [www.bcpls.org](http://www.bcpls.org), or Facebook (@bcpls).

AD = Adult Program    YA= Young Adult Program    FM = Family Program    AA = All Ages Program

\*\* = Pre-Registration Required, please call or stop by the library where the program is taking place

MPL = Morganton Public Library

VPL = Valdese Public Library

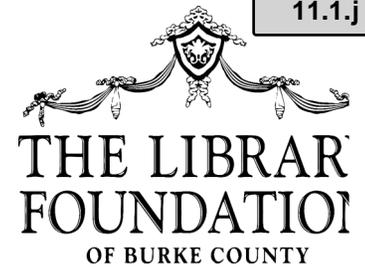
CBH = C.B. Hildebrand Public Library

EBSC = East Burke



# Young Adult Programs

# March 2020



11.1.j

Mon	Tue	Wed	Thu	Fri	Sat	
2 <b>Family Movie Night</b> <b>Hidden Figures</b> CBH 5:30pm AA	3 <b>YAAB**</b> MON., MARCH 2: MPL 6PM TUES., MARCH 3: VPL 6PM		5 <b>3D Zen Gardens</b> Part 1 CBH 4pm** Pre-Registration Required. Spaces Limited. Part 2 will be April 2 at 4pm. YA	6 <b>Family Yoga with AutumnDawn Yoga</b> Thurs., March 12: VPL 6:30pm Thurs., March 26: VPL 6:30pm AA	7 <b>Beginners Taekwondo</b> with Taber's Black Belt Academy Sat., March 7: VPL 10am Sat., March 21: VPL 10am AA	
9 10 11 12 <b>Homemade Happy Hour: DIY Shower &amp; Bath Bombs</b> Monday, March 9: 5:30pm at MPL**   Tuesday, March 10: 5:30pm at VPL**   Thursday, March 12: 4pm at CBH** Pre-Registration is required. All supplies provided. Teens must choose one program to attend. YA						
16 <b>Express Yourself!</b> Personality Painting MPL 5:30pm Spaces available on a first-come, first-served basis. YA	17 <b>ST. PATTY'S PARTY &amp; SCAVENGER HUNT</b> VPL 5:30pm Games, activities, & snacks provided. YA	18 <b>Bright Star Theatre</b> <b>We Can Do It!</b> American Women in History MPL 6pm AA	19 <b>DIY Egg Rolls</b> CBH 4pm** Pre-Registration Required. Spaces Limited. YA	20  <b>Movie Double Feature at MPL</b> 11am: Iron Jawed Angels 1:30pm: Suffragette YA/AD	Also on Saturday, March 14 <b>Movie Double Feature at MPL</b> 11am: Iron Jawed Angels 1:30pm: Suffragette	
23 24 25 26 <b>Café au Lit: Women's History Month</b> Monday, March 23: 6pm at MPL   Tuesday, March 24: 6pm at VPL   Thursday, March 26: 4pm at CBH Bring a book about your favorite heroine! (Fictional heroines and authors are included!) Choose your favorite book from the month's theme to discuss along with a cup of coffee or hot chocolate and snacks! YA						
30 <b>Lit Movie Night</b> <b>Wonder Woman</b> MPL 5pm Supplies first come, first served. PG-13 YA	31 <b>GAME ON @ your library</b> VPL 5:30pm Refreshments Provided YA	<b>WRAPPED UP! @ your library</b> YA patrons may register at the front desk with their library card to receive a "Wrapped Up" Subscription Box (one box per patron per month). Every month is a new theme, & each box contains a library book, matching swag, & bookish items. Each library has a limited number of boxes, so boxes are available on a first-come, first-served basis! Teens are encouraged to attend the YA Café au Lit at the end of the month to talk about their book and share their thoughts! YA				27 <b>Murder Mystery Dinner</b> MPL 6pm** Pre-Registration Required. Spaces Limited. Food will be served. In Collaboration with Watermark Theater Collective of Marion, NC. YA
28 <b>Good Karma Ranch Alpaca Farm Tour</b> All Day Trip** Meet at MPL Pre-Registration and waiver required. Travel provided. City of Morganton Parks & Recreation Department YA						

Attachment: Library Calendar -- March 2020 (3013 : BOC Reports & Comments)

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# Children's Programs March 2020



## Children's Storytimes

\*\*Pre-Registration Required for all storytimes.\*\*

### Baby Bookworms

(1 year olds)

MPL: Wednesdays @ 10:30am  
VPL: Thursdays @ 10:00am  
CBH: Thursdays @ 10:30am

### Terrific Tots

(2 year olds)

MPL: Tuesdays @ 10:30am  
VPL: Mondays @ 10:00am  
CBH: Tuesdays @ 10:45am

### Preschool Pals

(3-5 year olds)

MPL: Thursdays @ 10:30 am  
VPL: Wednesdays @ 10:00am  
CBH: Wednesdays @ 10:45am

### Library Explorers

(K-2nd graders)

MPL: Tuesdays @ 4:00 pm  
VPL: Tuesdays @ 3:30pm  
CBH: Thursdays @ 3:30pm

### Cool Kids Club

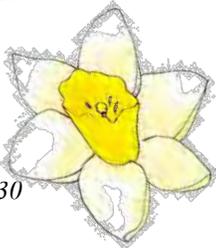
(3rd-5th graders)

MPL: See Calendar for Dates and times.  
VPL: Tuesdays @ 3:30pm  
CBH: Tuesdays @ 3:30pm

### Library Playgroups

(No Registration Required)

MPL: Wednesdays @ 11:00am (birth-3 years)  
VPL: Fridays @ 10:00am (birth-3 years)  
CBH: Thursdays @ 11:00am (birth-5 years)

Mon	Tue	Wed	Thu	Fri	Sat
<p>2 <b>Duplo CLUB</b> CH CBH 5:30pm</p> <p><b>DR. SEUSS' BIRTHDAY</b> CH Drop in Reception with Cupcakes, Ice Cream, &amp; a Craft MPL 6:30-7:30pm</p> <p>Also on Mon., March 2 <b>Family Movie Night</b> <b>Hidden Figures</b> CBH 5:30pm AA</p>	<p>3 <b>Engineering Storytime</b> CH 4pm @ Adventure Bound Books (Morganton)</p> <p>10 <b>EcoExplore Botany</b> CH MPL 4pm with NC Arboretum</p>	<p>4 <b>RAPTORS THAT INSPIRE</b> CH With Carolina Raptor Center CBH 4pm</p> <p>11 <b>LEGO Challenge Night</b> CH MPL 6:00-7:30pm</p> <p>18 <b>Sharon Clarke</b> CH CBH 10:45am</p>	<p>5 <b>LEGO CLUB</b> CH VPL 3:30pm**</p> <p>12 <b>Family Yoga with AutumnDawn Yoga</b> AA VPL 6:30pm</p> <p>19 <b>Los Mayas de Morganton</b> CH Community Workshop Series With Toss: 4pm at MPL** <b>conservation kids</b> CH Storytime &amp; Craft w/ Friends of the Valdese Rec: VPL 5:30pm</p>	<p>6  <b>Beginners Yoga</b> AA w/ AutumnDawn Yoga Sat., March 14 MPL 9:30am</p> <p>21 <b>Beginners Taekwondo</b> AA with Taber's Black Belt Academy Sat., March 21 VPL 10am</p>	<p>7 <b>LEGO CLUB</b> CH CBH 11am**</p> <p>14 <b>Spring Up and Craft</b> CH VPL 10am MPL Cool Kids: 3pm** Wooden Fluid Art Ornament Hula Hoop Rug Weavings</p> <p>27 <b>PRESCHOOL MAKERSPACE</b> CH MPL 10am</p> <p>28 <b>Playdough Club</b> CH MPL 10am</p>
<p>16 <b>Family STEAM Night</b> AA <b>A Box is just a Box... Unless...</b> FM CBH 6pm**</p>	<p>17 <b>Bright Star Theatre</b> CH <b>We Can Do It!</b> CH American Women in History Wed., March 18: MPL 6pm</p>	<p>18 <b>Kids Cooking Club</b> CH CBH 3:30pm** (Ages 9-12)</p>	<p>20 <b>GIRL SCOUTS STORYTIME</b> CH MPL 4:30pm</p> <p>26 <b>Family Yoga with AutumnDawn Yoga</b> AA VPL 6:30pm</p>	<p>22 <b>Wizard of Oz</b> FM Movie, Craft and Snack Sat., March 28 VPL 2pm</p>	<p>23 <b>It's a Pigeon Party</b> CH with Gerald and Piggie! MPL 2:30pm**</p> <p>29 <b>Year of the Rat Celebration</b> AA with Squeaky Clean Rat Rescue MPL 10am-4pm</p>
<p>23 </p>	<p>24 <b>ART STORYTIME</b> CH 4pm at Creative Endeavors Art Studio (Morganton) \$5 per child</p>	<p>25 <b>Kids Cooking Club</b> CH CBH 3:30pm** (Ages 9-12) MPL Cool Kids: 6pm** Wooden Fluid Art Ornaments, Hula Hoop Rug Weavings (Part 2) CH</p>	<p>27 <b>Family Yoga with AutumnDawn Yoga</b> AA VPL 6:30pm</p>	<p>28 <b>Wizard of Oz</b> FM Movie, Craft and Snack Sat., March 28 VPL 2pm</p>	<p>29 <b>Year of the Rat Celebration</b> AA with Squeaky Clean Rat Rescue MPL 10am-4pm</p>
<p>30 </p>	<p>31 <b>Our Big Backyard</b> CH with Foothills Conservancy MPL 4pm</p>	<p><b>Have you checked out our weekly storytimes?</b> We are always doing exciting, fun, and age appropriate activities with our kids. See storytime details for all three of our libraries in the yellow bar on the left, and call today to sign up for all the fun! All storytimes require registration. Spaces limited. Playgroups do not require registration.</p>			

For more information on programs for adults, young adults, and children, please visit our website at [www.bcpls.org](http://www.bcpls.org), or Facebook (@bcpls)

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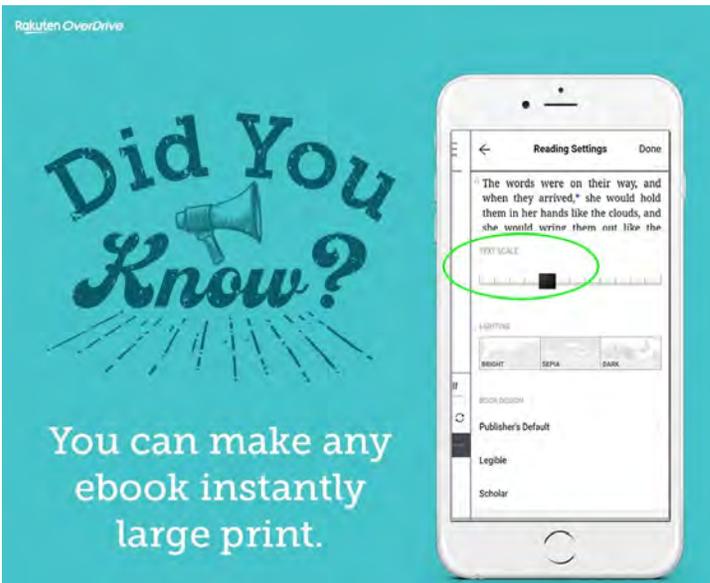
# Online Resources



Do you prefer ebooks? Want an audiobook for a trip? Looking for a title we don't have in our collection at the library?

## Check out Overdrive and Libby!

Download ebooks and audiobooks to your computer, cell phone, iPod, or ebook reader (including Kindles) from Overdrive. Our e-INC collection includes current popular titles and grows every week, & NC Kids Digital has a collection just for kids! You just need your library card, PIN, and internet access to get started! Download & use the Libby App (powered by Overdrive) for the most flexibility



December 11, 2019

## BURKE COUNTY BOARD OF HEALTH REGULAR MEETING

The Burke County Board of Health met in regular session on Wednesday, December 11th, 2019, at 5:00 p.m. The meeting was held in Conference Room No. H-69 of the Human Resource Center, located at 700 East Parker Road in Morganton, North Carolina. Members present were:

**PRESENT:**

Sam King, Jr.-Chairman  
Susan Bingham-Vice Chair  
Johnny Carswell  
Carol Ervin Largent  
Adrianna Morris  
Dr. Michael Gould  
Melinda Zimmerman  
Dr. Nicholas Thomas

**ABSENT:**

Michelle Freeman  
Connie Stines  
Dr. Thomas Wallrichs

**ALSO, PRESENT:**

Rebecca McLeod, Health Director  
Missy Estep, Administrative Assistant III  
Valerie Kelly, Director of Nursing  
Lisa Moore, Health Education Supervisor

### **CALL TO ORDER**

Sam King called the meeting to order at 5:03 pm.

### **APPROVAL OF AGENDA**

Melinda Zimmerman made the motion to approve the agenda, Susan Bingham seconded the motion with no additions or corrections it stands approved.

### **APPROVAL OF THE MINUTES FROM October 2<sup>nd</sup>, 2019**

Dr. Nicholas Thomas made the motion to approve the minutes from the October 2<sup>nd</sup>, meeting. Adrianna Morris seconded the motion with no additions or corrections.

December 11, 2019

**Motion:** To approve the regular Board of Health meeting minutes of October 2<sup>nd</sup>, 2019.

**RESULT: APPROVED (UNANIMOUS)**

**MOVER:** Dr. Nicholas Thomas

**SECONDER:** Adrianna Morris

**AYES:** Dr. Michael Gould, Carol Ervin Largent, Sam King, Susan Bingham, Johnnie Carswell, Adrianna Morris, Melinda Zimmerman, and Dr. Nicholas Thomas

**ABSENT:** Dr. Thomas Wallrichs, Connie Stines, and Michelle Freeman

### **PUBLIC COMMENTS**

There was no one present to address the Board.

### **NEW BUSINESS**

There was no new business at this time.

### **PRESENTATIONS**

Rebecca recognized Sam King, Jr and Dr. Michael Gould for their three (3) terms, nine (9) years each on the Board of Health and thanked them both for their support and dedication. Both were presented with a small momentum on behalf of the Board.

### **BOARD DISCUSSION ITEMS**

#### **Upcoming PHAB Virtual Visit**

Rebecca informed the Board that the Health Department will be up for Reaccreditation with PHAB (Public Health Accreditation Board) sometime between March and June of 2020. This will be a virtual visit that will last up to four (4) hours. All the narratives will be submitted before the visit for review.

### **BOARD DECISION ITEMS**

#### **FY19 Community Health Needs Assessment Presentation, Discussion and Approval**

Lisa Moore gave a detailed presentation of the Community Health Needs Assessment. As she presented each section, the Board discussed, and asked questions of items presented to them. The complete document was mailed to the Board members prior to the meeting for their review. Lisa also informed the Board that there is a new Platform in place and will hopefully be ready to use mid spring. They will be able to do their assessment online as well as the Community Action Plans. All data can be accessed on the Platform.

**Motion:** To approve the 2019 Community Health Needs Assessment with priorities as presented.

**RESULT: APPROVED (UNANIMOUS)**

**MOVER:** Dr. Michael Gould

**SECONDER:** Melinda Zimmerman

**AYES:** Dr. Michael Gould, Carol Ervin Largent, Sam King, Susan Bingham, Johnnie Carswell, Adrianna Morris, Melinda Zimmerman, and Dr. Nicholas Thomas

**ABSENT:** Dr. Thomas Wallrichs, Connie Stines, and Michelle Freeman

December 11, 2019

**Board of Health Policies for Review and Approval**

The following policies were presented by Rebecca for annual review, discussion, and Board of Health approval.

- a. **Staff Orientation, Education & Workforce Development Policy** – no content change
- b. **Consumer Complaint Policy**- no content change
- c. **Recruitment and Retention Diversity policy**- no content change
- d. **Customer Satisfaction Policy**- no content change
- e. **Conflict of Interest Policy**- no content change

Motion: To approve the five (5) above mentioned Board of Health annual policies as presented with no changes.

**RESULT: APPROVED (UNANIMOUS)**  
**MOVER:** Dr. Michael Gould  
**SECONDER:** Dr. Nicholas Thomas  
**AYES:** Dr. Michael Gould, Carol Ervin Largent, Sam King, Susan Bingham, Johnnie Carswell, Adrienne Morris, Melinda Zimmerman, and Dr. Nicholas Thomas  
**ABSENT:** Dr. Thomas Wallrichs, Connie Stines, and Michelle Freeman

**APPROVAL OF HEALTH DIRECTOR’S EVALUATION AND JOB DESCRIPTION FY20**

Melinda Zimmerman and Carol Ervin Largent are working on Rebecca’s Annual Evaluation and Job Description they will present it at the February 2020 meeting. Commissioner Johnny Carswell informed the Board that they are working on a new Annual Evaluation for Directors.

**APPROVAL LETTER FOR REPRESENTATION OF PUBLIC HEALTH ISSUES FOR FY20**

Rebecca stated that one of the requirements for Accreditation annually is that the Board of Health will discuss public health issues in the county. Rebecca represents the Board of Health at public meetings. We are required to have a signed statement signed every year that Rebecca being the Health Director is the best person to represent the Board. Rebecca asked the Board if they would like for her to continue to represent them In the community. Discussion from board members and a motion made for Rebecca to remain the Board of Health Representative out in the community.

Motion: Approval of Health Director to Represent the Board of Health to Enhance Collaborations and Partnerships to Achieve Public Health Objectives

**RESULT: APPROVED (UNANIMOUS)**  
**MOVER:** Carol Ervin Largent  
**SECONDER:** Susan Bingham  
**AYES:** Dr. Michael Gould, Carol Ervin Largent, Sam King, Susan Bingham, Johnnie Carswell, Adrienne Morris, Melinda Zimmerman, and Dr. Nicholas Thomas  
**ABSENT:** Dr. Thomas Wallrichs, Connie Stines, and Michelle Freeman

Attachment: BOH Approved December Minutes (3013 : BOC Reports & Comments)

December 11, 2019

**HEALTH DIRECTOR'S COMMENTS**

Rebecca McLeod, Health Director, reported on the following issues:

- **Christmas Luncheon-** The Health Departments Christmas luncheon will be this Friday at the Cooperative Extension Building from 11:30 am until 1:30 pm. The lunch will be catered by Cracker Barrel and all Board Members are invited to attend.
- **Flu Shots-** The Health Department offered two (2) after hours flu clinics in November. Between both clinics we gave around 130 flu shots. The clinics went well.
- **Medicaid Transformation-** Medicaid Transformation has been put on hold for now.
- **DSS Director-** DSS has a new director. His name is Korey Fisher-Wellman and he comes from Catawba County DSS.
- **Opioid Lawsuit and other decisions-** Commissioner Johnny Carswell updated the Board of Health about the opioid lawsuit in Ohio. Burke County was sent a letter, asking if they wanted to opt out of the litigation settlement, but they chose not to. Companies are trying to buy Burke County out for \$800,000 dollars, but they will not settle for that amount. Commissioner Carswell also shared that the new jail will have its grand opening tomorrow. It is a state-of-the-art facility. The ceremony will begin at 10:30 am. Everyone is asked to park at the Fiddlers Run shopping center and be shuttled over to the jail due to parking. Commissioner Carswell was very pleased that the jail came in under budget. He also shared that he was in Washington DC last week in meetings about concerns in Burke County with Broadband and Highway issues. Commissioner Carswell thanked Board members Sam King and Dr. Michael Gould for their service on the Board for the last nine (9) years.

**ADJOURN**

With no further business to come before the Board, Chairman Sam King, adjourned the meeting at 5:45 pm.

Approved this the 11th day of December 2019.



Chairman  
Burke County Board of Health

Attest:



Rebecca McLeod, Health Director  
Burke County Health Department

**February 2020 Report****Intake:****Cats: 59****Dogs: 62**

Adopted (includes transferring to rescue)

Cats: 27

Dogs: 28

Return to Owner:

Cats: 4

Dogs: 17

Euthanized:

Cats: 44

Dogs: 4

**Live Release Rate:****Cats: 53%****Dogs: 94%****Our goal is to achieve a 90% live release rate**

**Board Members**

Rev. Marshall Jolly, Chair  
 Joseph A. Martinez, Vice Chair  
 Jeffrey C. Brittain  
 Lisa Dean  
 Renee Rostan



**Korey Fisher-Wellman**  
**Director**

## **Burke County Department of Social Services**

PO Drawer 549  
 Morganton, North Carolina 28680-0549  
 Phone (828) 764-9600 ~ Fax (828) 764-9790

MINUTES  
 BURKE COUNTY BOARD OF SOCIAL SERVICES  
 REGULAR BOARD MEETING  
 January 21, 2020

Board Present: Rev. Marshall Jolly, Chair  
 Jeff Brittain  
 Renee Rostan  
 Lisa Dean

Staff Present: Korey Fisher-Wellman, DSS Director  
 Kathy Craig, Child Welfare Program Administrator  
 Amanda Grady, Eligibility Program Administrator  
 Julia Terrell, Administrative Officer

Sharon Honeycutt, Clerk to the Board

### **CALL TO ORDER**

Rev. Jolly called the meeting to order at 8:30 am.

### **INVOCATION**

Rev. Jolly gave the invocation.

### **APPROVAL OF AGENDA**

The agenda was unanimously approved as amended with a motion from Ms. Dean and a second from Ms. Rostan.

### **APPROVAL OF MINUTES**

The minutes from the December 17, 2019 meeting were unanimously approved as amended with a motion from Ms. Rostan and a second from Ms. Dean.

### **PUBLIC COMMENTS**

### **OLD OR NEW BUSINESS**

Mr. Fisher-Wellman announced that Julia Terrell accepted the position as the Administrative Officer and the department is very excited to have her as part of the management team. Ms. Terrel has been with the department for four years.

The Board decided to leave the meeting schedule as is, the third Tuesday of each month at 8:30 am. There will be no July meeting and no December meeting unless it is found to be necessary.

Rev. Jolly said his sabbatical will begin April 13, 2020 and he will return in July. Rev. Jolly said it may be best for him to step aside as chair and asked the Board members to be thinking about that for the next meeting. Rev. Jolly will be at the March meeting but not the April meeting.

### **ADULT AND CHILDREN SERVICES UPDATE**

Kathy Craig said there were 88 adult wards in Adult Services. She said there is a Social Worker III position vacant. That position will do a joint caseload of Adult Protective Services and Guardianships. Ms. Craig said because of the number of wards the department asked in the budget for another Guardianship Social Worker but did not receive the position. Because of the number of wards and the workload the structure of the unit was revamped. All in the unit are now APS Social Workers/Guardianships and will split the caseloads. The staff is finding it much easier to manage cases. Ms. Craig said that a formal offer and hire date of February 17, 2020 for a social worker in the vacant position. Ms. Craig said she was excited about the person joining the department, however she had to give a 30-day notice. Ms. Craig said she had many years of experience and had worked together years ago. The applicant has a lot of mental health experience and experience working with incompetent adults. She also has worked with private agencies doing guardianship work. Cindy Potter, the supervisor in CAP, also previously worked with her. Ms. Craig said that she will be a big asset to the team.

Ms. Craig said the CAP (Community Alternatives Programs) is changing. One change that might affect the agency is the fact that Burke Social Services have been the sole CAP provider in Burke County. The State has now determined that counties need to have more than one provider because people need to have a choice. There will now be other CAP providers in Burke County, however the specific number of slots available will remain the same. Rev. Jolly asked what CAP does and Ms. Craig replied that it is the Community Alternatives Program that gives wrap around services to disabled adults so that they can remain in their home opposed to going into a facility. Social Workers work with the family and identify the services needed and come up with a plan for the client. The Social Worker makes referrals for the client so they can stay home longer instead of going into a facility. Ms. Craig said she expects that some clients will probably choose the other entity whomever it might be, however, our department can be a provider for another county. She let the State know that the department is willing to be a provider for Catawba and Caldwell counties. The department is hoping by offering services to another county that the number of slots currently being managed and will not affect staffing.

Ms. Craig said in children services that are 226 children in foster care. There are 13 cases that have petitions filed with the court and expect those children to come in care as well. Ms. Craig said the department just accepted a conflict case from a neighboring county and that will add 4 more children.

Ms. Craig said there were 4 Social Worker IA&T positions vacant. Three are new positions that the department was able to post beginning in January. One position is currently in the conditional offer stage and had made two other conditional offers, but those applicants declined. The department is going to keep interviewing and hopefully will find more good candidates for those positions. There are three foster care Social Worker III positions vacancies and two are new positions that the department was able to post effective January 1<sup>st</sup>. A formal offer has been accepted by one applicant and she will be starting January 23<sup>rd</sup>. Another applicant references are being checked today and if they are good, a conditional offer will be extended to him.

**ECONOMIC SERVICES PROGRAM AND CHILD SUPPORT UPDATES**

Ms. Grady said in Economic Services there are 2 vacancies in Long Term Care, 8 vacancies in Family and Children, 3 in Child Support, and 1 in Adult Medicaid. Currently the department is interviewing for Family and Children and have had 2 applicants to decline offers. There are 5 staff who are on FMLA that are pregnant and all due in February.

Ms. Grady said Food and Nutritional Services had a meeting with Workforce West which is part of vocational rehab. They have a new program that the department is really excited about. They will be able to offer their services to people other than the disabled. Ms. Grady said the agency was looking at the Able-bodied Adults Without Dependents for Food and Nutritional services in hopes that they may be able to do some training and actively assist in finding employment. Workfirst is also involved. Ms. Grady said Workforce West will also help FNS with training hours even though they may not be able to do the whole 20 hours, but it is moving the right direction. February 13, FNS will have a management evaluation and will be checking energy, program integrity, the building, mandatory signs, interview clients, workers, and management staff. The State is making sure everything is going as it should. Ms. Grady said the department has done well in the past with this evaluation.

Ms. Grady said the staff in Medicaid met with Quality Assurance. Medicaid goes through five major audits ongoing all the time. The representative for Quality Assurance talked to the staff about the new REDA audit. The State will be pulling 20 cases a month ongoing. It is difficult because they are not going to pull 20 cases, tell the department was is going on and then give them back, they will trickle down and will always be in an audit. The State is looking at this as a 3-year thing and another 3 years after that.

Ms. Grady said Daycare was bailed out on the spending and the department is now at the 98% spending. The State wants the waiting list for Daycare to be lifted. The State is a 91.2%. Ms. Grady said she and Ms. Terrel spoke with the department’s Daycare representative and was told roughly 60 children could come off the waiting list. Letters were sent out parents to try to minimize the waiting list. If there is not a response, they are taken off the waiting

Attachment: Board of Director's Meeting 1-21-2020+ (3013 : BOC Reports & Comments)

list. Ms. Grady said the department was going to share the waiting list with Smart Start so they can work with those children as well.

Ms. Grady mentioned that the department is almost at the end of CIP funds with \$90.11 remaining and LEIPE funds has \$27,000 remaining. In February, the State will send out another allotment of money.

Ms. Grady said final details are being worked out in Child Support. Staff will be staying in the courthouse for a small length of time. Veritas has found a new building near Maria's on Green Street and are figuring out the small details. Ms. Craig said that Veritas has struggled to find a location. After 3 locations fell through, Veritas found the location at Maria's which has good parking and is within walking distance to the courthouse.

### **DEPARTMENT UPDATES**

Mr. Fisher-Wellman handed out his workplan to the Board. He said there were 2 attorney vacancies and have one last interview to complete on Friday. There are 3 very strong candidates.

Mr. Fisher-Wellman said he and Ms. Craig met with PBHM and Support Inc. to discuss the possibility of having an embedded therapist in the department.

Mr. Fisher-Wellman said he met with IT with the ultimate goal being that all Social Workers be able to be mobile and have the equipment that they need.

Mr. Fisher-Wellman said with the addition of Ms. Terrel, the management team has been solidified and will be meeting bi-weekly.

Mr. Brittain asked if there were any opinions on why there were declines in employment offers. Mr. Fisher-Wellman replied that it is a worker's market and there were many more jobs than people. Also money is a factor. Ms. Grady said her declines were because of money as Burke County wages are lower than Catawba and McDowell counties. Ms. Grady said the starting pay for an Income Maintenance Caseworker is a \$3000 a year difference. Rev. Jolly said the cost of living is higher in Morganton than Hickory. Ms. Craig said some new employees ending up living in Hickory instead of Morganton. Ms. Craig said one applicant that was relocating from South Carolina declined and took a position in Buncombe County for more money and the other one decided to stay at her current job because she was making more than what was offered. Ms. Craig mentioned there were other factors also. Mr. Brittain said the Commissioners worked hard for competitive wages and would encourage the use of latitude to offer more money. He also mentioned that Mr. Fisher-Wellman speak to the HR Director. He also said with the last increase Burke County was competitive with surrounding counties. Ms. Craig said we did try to look at the applicant's experience and education to determine if the County Manager should be asked for more than the base salary. It is a challenge is to make sure not to create a salary situation where an employee who has been with the agency for several years is making less than somebody that just started with less experience. She said all that is taken in consideration before asking to offer anything above the base salary.

Mr. Brittain said he would really like to get the Agenda and performance measures several days before the meeting to see where we are.

**ADJOURNMENT**

The meeting adjourned at 9:02 with a motion from Ms. Rostan.

Submitted by: Sharon Honeycutt, Clerk to the Board

Approved by: \_\_\_\_\_  
Rev. Marshall Jolly, Chair

\_\_\_\_\_  
Date

Attachment: Board of Director's Meeting 1-21-2020+ (3013 : BOC Reports & Comments)



**GREATER HICKORY  
METROPOLITAN PLANNING ORGANIZATION (MPO)**  
1880 2<sup>nd</sup> Avenue NW, PO Box 9026  
Hickory, NC 28603



**MINUTES**  
**GREATER HICKORY METROPOLITAN PLANNING ORGANIZATION (GHMPO)**  
**METROPOLITAN TRANSPORTATION ADVISORY COMMITTEE (TAC)**  
WEDNESDAY, January 22, 2020 3:30 PM  
WESTERN PIEDMONT COG OFFICES  
1880 2<sup>ND</sup> AVENUE NW, HICKORY NC

Present			Absent			
First Name	Last Name	Representing - MTAC	First Name	Last Name	Representing - MTAC	Status*
Barbara	Beatty	Catawba County	Carroll	Turner	Town of Connelly Springs	
Bruce	Eckard	City of Conover	Edd	Elliott	Town of Taylorsville	
Camille	Sterling	WPRTA	Joe	Kirby	Town of Rhodhiss	
Cole	Herrell	Town of Hildebran	Jerry	Hodge	City of Newton	
David	Zagaroli	City of Hickory (2 of 2)	Les	Marrow	City of Claremont	
Donald	Robinson	Town of Catawba	Susan	Stevenson	Town of Valdese	
Hank	Guess	City of Hickory (1 of 2)	Terry	Yount	Town of Drexel	
Jeff	Branch	Caldwell County	Wayne	Annas	Town of Rutherfordton	
John	Greer	Town of Hudson				
Larry	Yoder	Alexander County	VACANT		Cajah's Mountain	Inactive
Maynard	Taylor	Burke County	VACANT		Cedar Rock	Inactive
Ralph	Prestwood	City of Lenoir	VACANT		Gamewell	Inactive
Thurman	VanHorn	Town of Long View	VACANT		Glen Alpine	Inactive
Wendy	Cato	City of Morganton	VACANT		Sawmills	Inactive
<b>WPCOG Staff</b>			<b>FHWA &amp; NCDOT Staff</b>			
Anthony Starr- WPCOG			Steve Cannon- NCDOT			
Brian Horton – WPCOG			Cullie Tarlton- NC Board of Transportation – Div. 11			
Dustin Millsaps- WPCOG			Dean Ledbetter – NCDOT Div. 12			
Duncan Cavanaugh - WPCOG			Anil Panicker- NCDOT Div. 13			
Lori Dixon – WPCOG			Hannah Cook – NCDOT Div. 13			
<b>GUESTS</b>			Stephen Sparks – NCDOT Div. 13			
David Gildersleeve JM Teague Engineer Planning			Pam Cook – NCDOT TPD			
Logan Shook – Town of Hildebran			Chris Guffey – NCDOT			
			Sean Sizemore- NCDOT			
			Rob Weisz- NCDOT			
			Mark Gibbs- NCDOT			

**Call to Order and Introductions** – TAC Chair Bruce Eckard called the meeting to order and welcomed all present and new members at 3:40 PM. Mr. Eckard requested that introductions be made by all present. Mr. Eckard thanked everyone for their time and explained the items in the packet.

**TCC Chair Report** – TCC Chair John Marshall explained the recommendations made by TCC members on each item included in the TAC packet. All items were recommended for approval.

### Action Items

- I. **Approval of Minutes** – Chair Eckard reminded members with the TAC that the TCC met previously and the minutes for the last joint meeting on November 20, 2019, had been approved. Upon a motion by Mr. Duncan and a second by Mr. Church, The motion was unanimously approved by the TCC and a copy of those minutes are attached in the agenda packet for TAC members. Chair Eckard sought approval of the minutes. Upon a motion from Mr. Vanhorn and a second by Ms. Cato the motion was unanimously approved.

- II. Transportation Improvement Program (TIP) Modifications for NC Board of Transportation-** Mr. Horton presented modifications to the 2020-2029 TIP consistent with those going to the NC Board of Transportation. Mr. Horton explained projects listed on Attachment II. Chair Eckard sought approval for project schedule modifications and for project additions. Upon a motion from Mayor Guess and a second by Mr. VanHorn, the motion was unanimously approved.
- III. Transportation Improvement Program (FYs 2020-29) Amendments for Public Transportation-** Mr. Horton and Ms. Sterling presented the project list in Attachment III. Chair Eckard asked for TAC consent to release the public transportation TIP amendments for public comment. Consent was given by the group.
- IV. Regional Bicycle Plan Amendment-** Mr. Horton presented the Regional Bicycle Plan Amendment (Attachment IV) adopted by county governments across the GHMPO region in 2014. Since that time, multi-use paths have emerged as a more common bicycle facility. The recently adopted Bethlehem Community Plan included a recommended multi-use path along NC 127. City of Hickory and Catawba County have worked with NCDOT to include a multi-use path along NC 127 in the Mountain View community as well. Mr. Horton explained the amendments that would support multi-use path along NC 127 in both funded NCDOT projects, R-3603 in Bethlehem and U-2530 in Mountain View. Ms. Beatty asked if Mountain View residents and businesses were aware of the planned facility. Mr. Horton responded that NCDOT had held meetings in the community but also committed to holding another one there for the Bicycle Plan amendment. Chair Eckard asked for TAC consent to release the draft Bike Plan Amendments for public comment. Consent was given by the group.
- V. Draft FY2020- 2021 Unified Planning Work Program -** Mr. Horton explained the Unified Planning Work Program (UPWP). The UPWP outlines transportation planning tasks to be conducted during the fiscal year. The UPWP sets the budget for these items and identifies the funding sources. MPO staff is responsible for ensuring completion of the planning tasks identified in the UPWP. Chair Eckard asked for consent to release the draft UPWP for Public Comment. Consent was given by the group.
- VI. UPWP Local Match/Transportation Assessments -** Mr. Horton explained WPCOG serves as the lead planning agency for the Greater Hickory MPO and each year, the WPCOG assesses dues to its local governments. Policy Board of the WPCOG approves the overall dues, but the Transportation Advisory Committee has purview over the portion used to fulfill the required local match for Federal transportation funding. Based on the direction of the TCC and TAC at the previous meeting, staff also proposes to utilize the annually estimated population to apportion the assessments. This is intended to more fairly distribute assessments from year to year, as well as avoid more significant fluctuation following the 2020 Census. The attached table (Attachment VI) shows a comparison of last year to this year in order to show how the collective transportation assessments are decreasing for virtually all local governments. Chair Eckard asked for a motion to approve the assessments. Upon a motion by Mr. Vanhorn and a second by Mr. Maynard, the motion was unanimously approved.
- VII. Safety Performance Measures-** Mr. Horton explained the NCDOT officially establishes and reports the safety targets in the Highway Safety Improvement Program annual report by August 31, of each year. An MPO may establish safety targets by agreeing to plan and program projects that contribute toward the accomplishment of the State targets for each measure or establish itself its own target within 180 days of the State establishing and reporting its safety targets in the HSIP annual report. After discussing Attachment VII with the State targets as

noted, Chair Eckard sought approval of the performance measures. Upon a motion by Ms. Cato and a second by Mr. Vanhorn, the motion was unanimously approved.

**IX. NCDOT Update** - NCDOT presented the following updates:

- *Board of Transportation* – Mr. Tarlton was present and shared his experience at the Transportation Summit in Raleigh.
- *Division 11* – Mr. Pettyjohn shared there is a handout and went over a couple of the projects that should be completed by early spring.
- *Division 12* – Mr. Stafford shared updates and presented a handout of current and scheduled projects.
- *Division 13* – Ms. Hannah Cook gave updates on Burke County, including I-40 progress and the completion of some of the projects. A handout was provided with detailed updates as well.
- *NCDOT-TPD* – Ms. Pam Cook gave an update and refer to the newsletter for additional updates

**X. Added public comments or announcements:**

No public comment. Chair Eckard did remind officials the importance of being in compliance with ethics certification. If anyone has any questions, they could see Mr. Horton or Ms. Cook.

**Adjournment** – As there was no other business, Chair Eckard thanked our guests and adjourned the meeting at 4:30 PM. The next meeting will be February 26, 2020.

Respectfully Submitted,

\_\_\_\_\_  
Bruce Eckard, MPO/TAC Chairman

\_\_\_\_\_  
Brian Horton, TAC Secretary

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**VACANCY ANNOUNCEMENTS**

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**Subject Title: Clerk - Boards and Committees Vacancy Report**

**Presented By: Kay Draughn**

**Summary of Information: County Appointment Opportunities**

**Adult Care & Nursing Home Community Advisory Committee**

Several vacancies exist. Initial terms of appointment are for one (1) year. Training is required and provided by the Western Piedmont Council of Governments through the Aging Support Program. Contact Christina Franklin, the Regional Ombudsman, at 828.485.4213 for more information.

**Council on Aging**

Several vacancies exist for at-large positions. Terms of appointment are for three (3) years. For more information, please contact Karen Robinson at 828.381.2187.

**Juvenile Crime Prevention Council**

Applications are being accepted for a United Way/nonprofit seat and one (1) at-large seat. The terms of appointment are for two (2) years. Contact A. J. Coutu at 828.403.1427 for more information.

**City of Morganton - Board of Adjustment (ETJ)**

Two (2) vacancies exists on Morganton's Board of Adjustment. Applicants must reside in the extraterritorial jurisdiction (ETJ) of the City of Morganton. Terms are for three (3) years. For more information, please contact the City of Morganton at 828.438.5260.

**City of Morganton - Planning Board (ETJ)**

Two (2) vacancies exists on Morganton's Planning Board. Applicants must reside in the extraterritorial jurisdiction (ETJ) of the City of Morganton. Terms are for three (3) years. For more information, please contact the City of Morganton at 828.438.5260.

**Voluntary Agriculture Board**

One (1) vacancy exists. The term is four (4) years. Contact Lea Ann Branch at 828-439-9727, Ext. 3 for more information.

**Burke Co. Board of Adjustment & Planning Board**

Applications are being accepted for the Burke Co. Board of Adjustment and Planning Board. Contact the Community Department at 828.764.9030 for more information.

**Western Piedmont Regional Transit Authority - Transportation Advisory Board**

One (1) vacancy exists for an at-large seat. Unless otherwise noted, the TAB Board Meetings are held at the Greenway Public Transportation offices located at 1515 4<sup>th</sup> Street S.W., Conover N.C. 28613. For more information or to fill out an application regarding the Transportation Advisory Board contact Camille Sterling at 828-465-7642.

**Partners Behavioral Health Mgmt.**

Advocates are needed for the Consumer and Family Advocacy Committee, Consumer and Family Advocacy Committee (Rep. Family Member of Consumer) and the Human Rights Committee. For more information, contact Shirley Moore at 704-884-2646 for the CFAC and Kim Maquire at 704-884-2504 for the HRC.

**Burke Senior Center Advisory Council**

Two (2) vacancies exists. The term is for three (3) years. Contact Roxanne Powell at 764-9392 for more information.

**Recreation Commission**

Applications are being accepted for several seats on the Commission. The term is for three (3) years. Contact Treg McGee at 764-9092 for more information.

**Budgetary Effect:** NA

**County Manager's Recommendation:** NA

**Suggested Motion:** No action required.



# BURKE COUNTY APPOINTMENT APPLICATION BOARDS AND COMMITTEES

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: Home: \_\_\_\_\_ Business: \_\_\_\_\_

Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Occupation: \_\_\_\_\_

Retired from: \_\_\_\_\_

How did you hear about this opportunity? \_\_\_\_\_

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

If so, please identify the board or committee: \_\_\_\_\_

Community interest and activities:

\_\_\_\_\_  
\_\_\_\_\_

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

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

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_

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

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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:

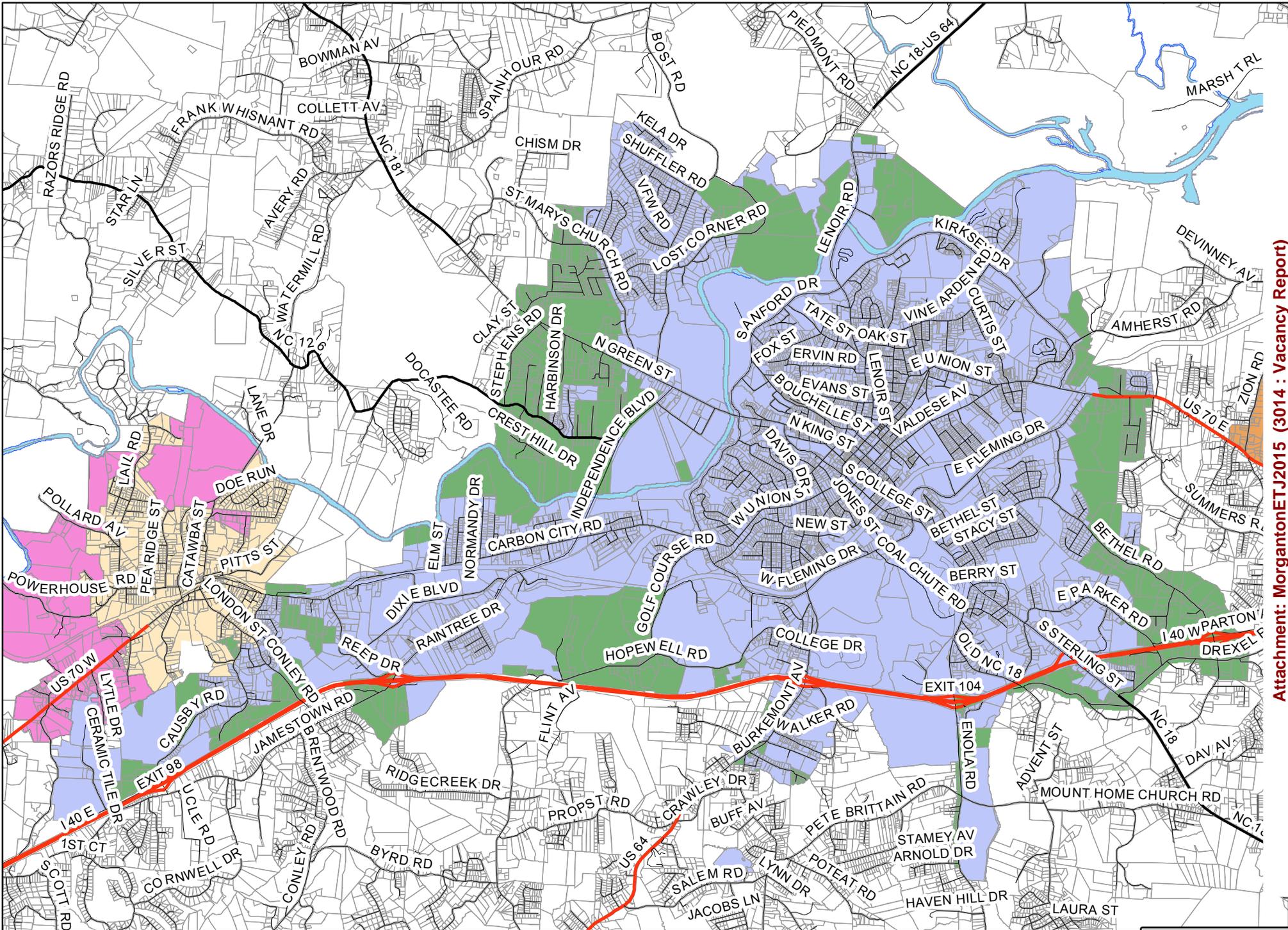
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Remarks: \_\_\_\_\_  
(OPTIONAL)

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

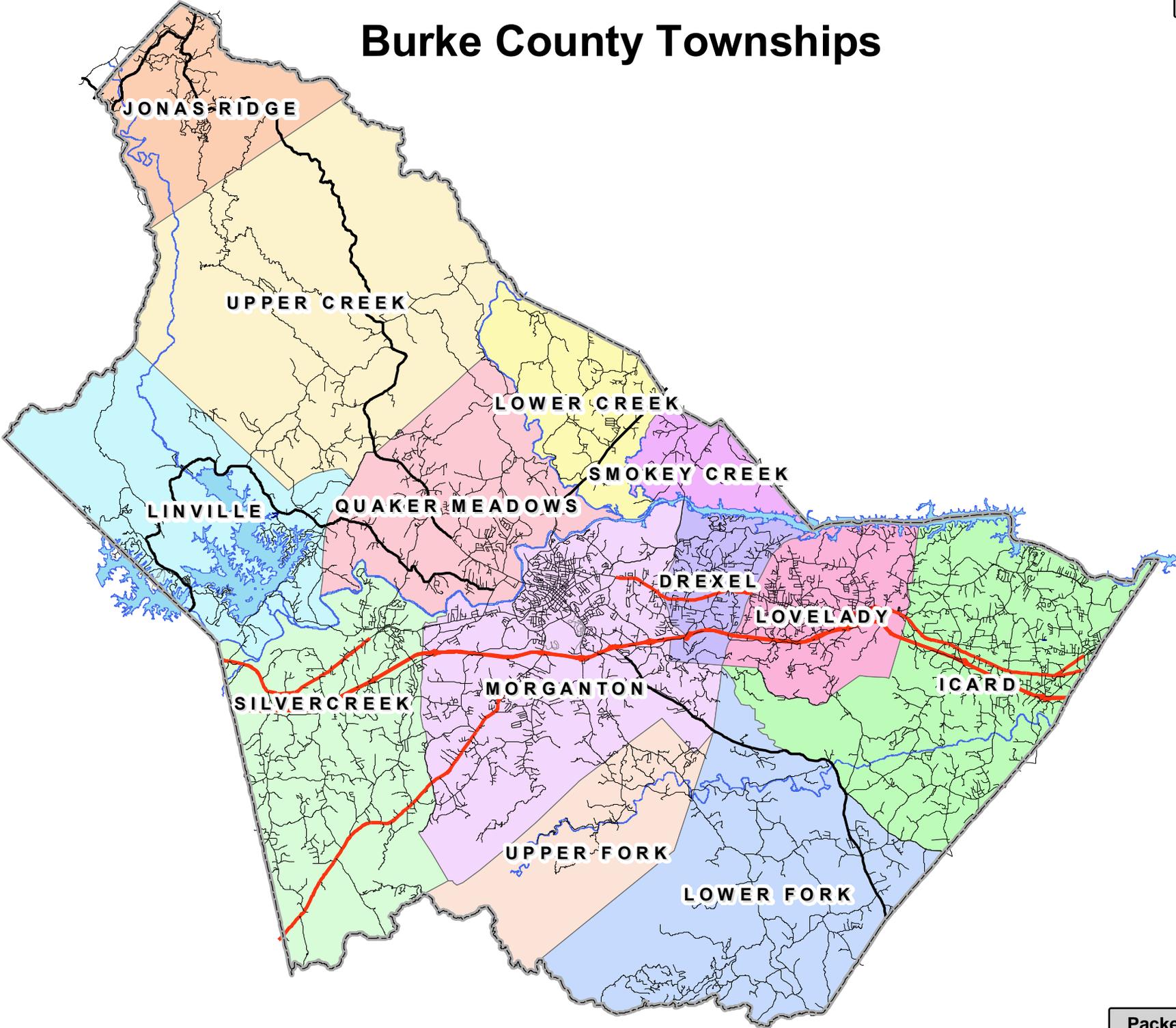
Return to:           Burke County  
                          Attn: Clerk to the Board  
                          P.O. Box 219  
                          Morganton NC 28680  
                          Email: [kay.draughn@burkenc.org](mailto:kay.draughn@burkenc.org)  
                          Phone: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

Attachment: 2018 Application to Serve on Boards and Committees V4 (3014 : Vacancy Report)



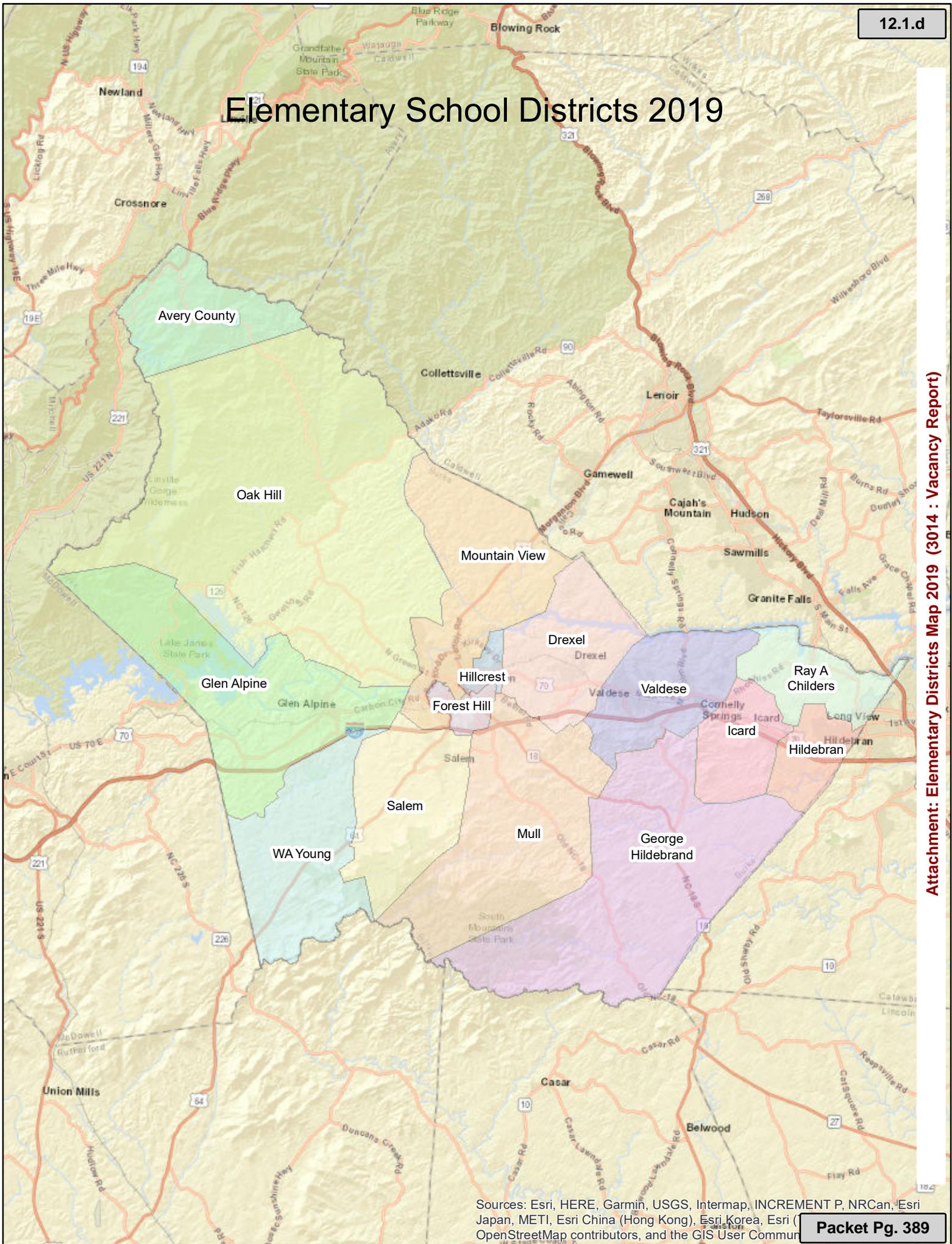
Attachment: MorgantonETJ2015 (3014 : Vacancy Report)

# Burke County Townships



Attachment: 2013 Township Map (3014 : Vacancy Report)

# Elementary School Districts 2019



Attachment: Elementary Districts Map 2019 (3014 : Vacancy Report)

**Burke County, North Carolina**  
**Agenda Abstract**  
**Meeting Date: March 17, 2020**



**CLOSED SESSION**

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**Subject Title: BOC - Closed Session to Discuss Threatened or Pending Litigation, to Preserve the Attorney-Client Privilege, to Discuss Economic Development Matters and to Discuss Personnel Matters (If needed.)**

**Presented By: Johnnie W. Carswell**

**Summary of Information:** A closed session is needed to discuss threatened or pending litigation, to preserve the attorney-client privilege, to discuss economic development matters and to discuss personnel matters as authorized by NCGS 143-318.11(a)(3),(4) and (6).

**Budgetary Effect:** NA

**County Manager's Recommendation:** NA

**Suggested Motion:** To go into closed session to discuss threatened or pending litigation, to preserve the attorney-client privilege, to discuss economic development matters and to discuss personnel matters as authorized by NCGS 143-318.11(a)(3),(4) and (6).

**§ 143-318.11. Closed sessions.**

(a) Permitted Purposes. – It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required:

- (1) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.
- (2) To prevent the premature disclosure of an honorary degree, scholarship, prize, or similar award.
- (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded.
- (4) To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations, or to discuss matters relating to military installation closure or realignment. Any action approving the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session.
- (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.
- (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.

- (7) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.
  - (8) To formulate plans by a local board of education relating to emergency response to incidents of school violence or to formulate and adopt the school safety components of school improvement plans by a local board of education or a school improvement team.
  - (9) To discuss and take action regarding plans to protect public safety as it relates to existing or potential terrorist activity and to receive briefings by staff members, legal counsel, or law enforcement or emergency service officials concerning actions taken or to be taken to respond to such activity.
  - (10) To view a recording released pursuant to G.S. 132-1.4A.
- (b) Repealed by Session Laws 1991, c. 694, s. 4.
  - (c) Calling a Closed Session. – A public body may hold a closed session only upon a motion duly made and adopted at an open meeting. Every motion to close a meeting shall cite one or more of the permissible purposes listed in subsection (a) of this section. A motion based on subdivision (a)(1) of this section shall also state the name or citation of the law that renders the information to be discussed privileged or confidential. A motion based on subdivision (a)(3) of this section shall identify the parties in each existing lawsuit concerning which the public body expects to receive advice during the closed session.
  - (d) Repealed by Session Laws 1993 (Reg. Sess., 1994), c. 570, s. 2. (1979, c. 655, s. 1; 1981, c. 831; 1985 (Reg. Sess., 1986), c. 932, s. 5; 1991, c. 694, ss. 3, 4; 1993 (Reg. Sess., 1994), c. 570, s. 2; 1995, c. 509, s. 84; 1997-222, s. 2; 1997-290, s. 2; 2001-500, s. 2; 2003-180, s. 2; 2013-360, s. 8.41(b); 2014-79, s. 9(a); 2016-88, s. 3.)