



1. Agenda Outline

Documents:

[2020 05 28 BOC SPECIAL MEETING AGENDA OUTLINE.PDF](#)

2. Agenda Full Version

Documents:

[2020 05 28 BOC SPECIAL MEETING AGENDA FULL VERSION.PDF](#)

3. Agenda - Important Information

Documents:

[IMPORTANT INFO.PDF](#)

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



**Burke County
Board of Commissioners
Special Meeting
Zoom Virtual Meeting
Thursday, May 28, 2020
2:00 PM**

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. ITEMS FOR DISCUSSION**
 1. AS - Reconsideration of FY 20-21 Budget - Presented by Kaitlin Settlemyre, Animal Services Director
 2. Sheriff's Dept. - Reconsideration of FY 20-21 Budget - Presented by Steve Whisenant, Sheriff
 3. Comm. Dev. - Reconsideration of FY 20-21 Budget - Presented by Scott Carpenter, Deputy Co. Mgr./Planning Director and/or Shane Prisby, Comm. Dev. Operations Manager
 4. BOC - Discussion on the FY 20-21 Recommended Budget - Presented by Johnnie Carswell, Chairman
- 4. ITEMS FOR DECISION**
 1. BOC - Cancellation of June 4 Budget Meeting - Presented by Johnnie Carswell, Chairman
- 5. ADJOURN**

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Burke County, North Carolina
Agenda Abstract
Meeting Date: May 28, 2020



Items for Discussion

Subject Title: AS - Reconsideration of FY 20-21 Budget

Presented By: Kaitlin Settlemyre

Summary of Information: Capital funding for a new animal services center was requested verbally but was not included in the recommended budget for FY 20-21. A capital appropriation of \$5,000 is requested. Staff believes this appropriation will help with potential fundraising activities and validates the County's desire to construct a new facility in the future.

Budgetary Effect: \$5,000

County Manager's Recommendation: N.A.

Suggested Motion: Provide direction to staff, if needed.

Burke County, North Carolina
Agenda Abstract
Meeting Date: May 28, 2020



Items for Discussion

Subject Title: Sheriff's Dept. - Reconsideration of FY 20-21 Budget

Presented By: Steve Whisenant

Summary of Information: The Sheriff wishes to discuss the budgets for following divisions:

- Sheriff's Office
- Detention

Budgetary Effect: TBD

County Manager's Recommendation: N.A.

Suggested Motion: Provide direction to staff concerning any changes to the recommended budget, if needed.

	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 BUDGET	DEPARTMENT	MANAGE
				REQUESTED	RECOMMENDED
SHERIFF'S OFFICE					
				FY 20-21	
SALARIES FULL TIME	3,032,009	3,077,349	4,252,110	4,696,895	4,256,010
SALARIES PART TIME	25,593	28,343	36,800	36,800	36,800
OVERTIME	207,359	202,345	185,000	205,000	185,000
ALLOWANCE UNIFORM	14,560	14,400	15,200	15,200	15,200
OTHER PAY HOLIDAY	22,459	22,099	27,000	30,000	27,000
OTHER PAY EDUCATIONAL	48,421	53,768	54,560	55,900	55,900
OTHER PAY ON CALL	8,531	26,576	12,000	12,000	12,000
INSURANCE GROUP	638,318	635,723	897,250	971,805	905,760
SOCIAL SECURITY TAX	250,163	254,613	350,575	384,935	350,985
RETIREMENT	280,969	280,374	443,745	542,495	496,085
401K/457	156,039	158,034	220,300	234,665	223,735
MEDICAL SERVICES EMPLOYEES	3,495	1,602	3,000	3,000	3,000
LEGAL SERVICES	0	0	0	25,000	0
INTERPRETING	0	110	300	300	300
UTILITIES	38,520	34,182	42,000	144,240	144,240
WASTE DISPOSAL	2,008	1,097	1,880	1,900	1,900
CUSTODIAL	18,247	18,247	18,300	18,600	18,600
M & R BUILDING & GROUNDS	6,371	10,985	7,800	12,000	12,000
M & R EQUIPMENT	9,984	10,180	9,720	5,975	5,975
M & R SOFTWARE	92,450	77,731	89,570	96,665	96,665
M & R VEHICLES	135,598	89,089	145,000	145,000	145,000
INSURANCE & BONDS	4,817		125	125	125
COMMUNICATION TELEPHONE	8,860	4,082	9,120	6,540	6,540
COMMUNICATION WIRELESS	61,251	64,975	72,815	68,300	68,300
PRINTING	1,121	1,086	1,400	1,700	1,700
STAFF TRAINING	6,974	7,073	9,145	9,500	9,500
BLET SPONSORSHIPS	0	0	10,130	0	0
LICENSES & DUES	1,706	1,887	2,300	2,435	2,435
DRUG BUY MONEY	20,000	10,000	20,000	20,000	20,000
DRUG SCREENING	1,994	1,015	2,500	2,500	2,500
MOVING/TOWING SERVICES	3,436	3,948	3,500	3,500	3,500
OTHER PURCHASED SERVICES	7,485	2,925	8,050	4,800	4,800
OFFICE SUPPLIES	9,594	26,457	27,685	19,640	19,640
PROGRAM SUPPLIES	16,285	35,256	44,050	67,810	45,380
MOTOR FUELS	203,998	214,669	220,000	225,000	225,000
FOOD	2,521	2,128	2,500	2,500	2,500
SOFTWARE SUBSCRIP/LICENSE	0	11,348	12,980	14,770	14,770
AMMUNITION & GUN SUPPLIES	23,165	24,151	24,000	26,900	26,900
UNIFORMS	33,419	35,069	32,850	37,650	32,850
POSTAGE	5,827	6,158	5,300	5,300	5,300
TECHNOLOGY EQUIPMENT	83,536	51,542	61,120	77,160	66,330
VEHICLES	537,440	342,750	519,760	636,340	551,935
EQUIPMENT	27,057	32,676	19,180	302,585	5,755
FURNITURE & FIXTURES	0	0	5,000	0	0
COMMUNICATION EQUIPMENT	56,843	64,140	74,880	56,050	56,050
MISC - CIVIL PROCESS	37,730	50,000	50,000	50,000	50,000
TOTAL SHERIFF'S OFFICE	\$6,146,151	\$5,990,182	\$8,050,500	\$9,279,480	\$8,213,965

Attachment: Sheriff's Budget_Redacted (3070 : Sheriff's Dept. - Reconsideration of FY 20-21 Budget)

	FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 BUDGET	DEPARTMENT	MANAGE
				REQUESTED	RECOMMENDED
				FY 20-21	
SHERIFF'S OFFICE - DETENTION					
SALARIES FULL TIME	845,064	872,398	1,765,665	2,583,345	2,267,075
OVERTIME	130,150	148,450	75,000	100,000	80,000
OTHER PAY HOLIDAY	7,898	8,409	15,000	35,000	20,000
OTHER PAY EDUCATIONAL	2,076	2,448	2,495	4,000	3,000
INSURANCE GROUP	208,807	214,485	301,685	679,320	603,840
SOCIAL SECURITY TAX	58,503	61,788	115,825	160,165	140,560
MEDICARE TAX	13,682	14,450	27,090	37,460	32,875
RETIREMENT	78,012	80,985	183,400	262,330	232,375
401K	28,123	29,758	14,500	25,360	20,000
457 DEFERRED COMPENSATION	1,285	863	1,000	2,000	1,500
MEDICAL SERVICES EMPLOYEES	0	0	300	300	300
MEDICAL	107,648	100,843	144,700	75,000	75,000
MEDICAL SICK CALL	21,600	21,600	169,800	359,000	359,000
INTERPRETING	0	0	500	500	500
UTILITIES	1,022	743	85,000	132,500	125,000
WASTE DISPOSAL	0	0	0	20,780	15,000
M & R BUILDING & GROUNDS	38	6,576	5,000	21,415	21,415
M & R EQUIPMENT	641	6,965	4,170	7,500	7,500
M & R SOFTWARE	6,223	6,534	11,995	7,505	7,505
RENTAL PRISONER BEDS-OUT OF COUNTY	418,125	215,400	32,780	5,000	5,000
COMMUNICATION TELEPHONE	1,181	1,195	2,500	1,200	1,200
COMMUNICATION WIRELESS	1,507	1,835	4,055	4,450	4,055
PRINTING	448	0	300	500	500
STAFF TRAVEL	344	0	500	300	300
STAFF TRAINING	1,265	2,083	4,500	10,000	7,000
LICENSES & DUES	75	100	75	945	225
CONTRACTED BACKGROUND SERVICES	0	0	33,000	0	0
CUSTODIAL SUPPLIES	3,171	2,850	16,000	22,000	22,000
OFFICE SUPPLIES	1,045	807	8,600	6,500	5,000
PROGRAM SUPPLIES	12,864	12,103	54,666	48,520	48,520
DRUG SUPPLIES	3,496	4,090	21,000	40,000	40,000
FOOD	115,052	79,672	200,000	440,000	440,000
OTHER SUPPLIES	880	1,320	5,000	2,000	2,000
UNIFORMS	5,105	5,229	35,830	36,000	23,000
POSTAGE	1	2	0	2,000	2,000
TECHNOLOGY EQUIPMENT	237	0	0	5,915	0
VEHICLES	0	0	216,530	0	0
EQUIPMENT	462	1,999	44,375	11,500	0
MEDICAL SERVICES-BCDCF	324,116	327,375	270,500	0	0
RENTAL PRISONER BEDS-BCDCF	1,357,661	1,369,517	787,580	0	0
RENTAL PRISONER BEDS-JUVENILES	37,332	34,526	45,000	50,000	45,000
TOTAL DETENTION	\$3,795,142	\$3,637,398	\$4,705,916	\$5,200,310	\$4,658,245

Attachment: Sheriff's Budget_Redacted (3070 : Sheriff's Dept. - Reconsideration of FY 20-21 Budget)

FY 17-18 ACTUAL	FY 18-19 ACTUAL	FY 19-20 BUDGET	DEPARTMENT	MANAGE
			REQUESTED	RECOMMENDED
			FY 20-21	

SHERIFF'S OFFICE - ANIMAL CONTROL

SALARIES FULL TIME	185,938	175,358	186,890	175,790	58,595
OVERTIME	12,092	14,361	11,000	11,000	3,670
OTHER PAY - EDUCATIONAL	640	2,732	1,375	2,735	915
OTHER PAY ON CALL	0	0	7,500	7,500	2,500
INSURANCE GROUP	41,037	34,379	37,000	34,740	11,580
SOCIAL SECURITY TAX	12,097	11,857	12,350	12,215	4,075
MEDICARE TAX	2,829	2,773	2,990	2,860	955
RETIREMENT	16,237	15,590	19,330	21,475	7,160
401K	8,997	8,737	9,500	9,850	3,285
MEDICAL SERVICES EMPLOYEES	0	0	1,900	1,900	0
COMMUNICATION WIRELESS	1,024	1,004	1,020	2,140	500
STAFF TRAINING	1,990	1,487	2,000	2,100	0
PROGRAM SUPPLIES	0	4,152	2,500	7,100	1,000
UNIFORMS	2,151	2,024	2,500	2,500	0
POSTAGE	0	0	1,500	1,000	0
TECHNOLOGY EQUIPMENT	0	0	0	13,600	0
VEHICLES	35,517	38,352	38,830	0	0
TOTAL ANIMAL CONTROL	\$320,550	\$312,806	\$338,185	\$308,505	\$94,235

Attachment: Sheriff's Budget_Redacted (3070 : Sheriff's Dept. - Reconsideration of FY 20-21 Budget)

Burke County, North Carolina
Agenda Abstract
Meeting Date: May 28, 2020



Items for Discussion

Subject Title: Comm. Dev. - Reconsideration of FY 20-21 Budget

Presented By: Scott Carpenter

Summary of Information: Community Development has been working diligently for the past six years to create a loop trail around Lake James, as part of the Fonta Flora State Trail, which is anticipated to run from Morganton to Asheville. As of 2020, the loop section has made it 2/3 of the way around the Burke County section of the lake.

Several projects were requested in the 2020-21 Budget to finish the NW, N and NE section of the trail. Specifically, \$300,000 was requested to build a trailhead at Wolfpit Road, Gwaltney Road, purchase an in-holding (property) at Fonta Flora County Park and to finish providing amenities at the Linville River Trailhead.

This request is for the following items:

1. \$5,000 for a trailhead monument at Wolfpit Road Trailhead;
2. \$6,000 for two kiosks for Wolfpit and Linville River trailheads; and
3. \$7,500 for gravel and geo-textile fabric for Wolfpit Road Trailhead.

Total Request: \$18,500

Note: 1: Wolfpit Trailhead is already cleared and has a connector trail to it. By adding fabric, gravel and bumpstops we will be able to provide 12 parking spaces.

Note: 2: Current parking at Fonta Flora County Park is overflowing onto the adjacent road shoulders and is inadequate to serve the trails popularity. We have counted 58 cars on a Saturday with only 38 parking spaces at the county park trailhead.

TRAIL CAPITAL PROJECTS FUND					
REVENUES					
GRANTS	0	125,056	1,579,501	0	0
DONATIONS-FONTA FLORA TRAIL	195,145	0	69,195	0	0
DONATIONS-DUKE ENERGY OVM TRAIL	79,828	0	576,772	0	0
TRANSFER FROM GENERAL FUND	205,000	322,000	226,000	300,000	0
TOTAL REVENUES	\$479,973	\$447,056	\$2,451,468	\$300,000	\$0
EXPENDITURES					
FONTA FLORA TRAIL	400,145	350,770	1,949,125	300,000	0
OVERMOUNTAIN VICTORY TRAIL	79,828	74,429	502,343	0	0
TOTAL EXPENDITURES	\$479,973	\$425,199	\$2,451,468	\$300,000	\$0

County Manager's Recommendation:

Suggested Motion: Provide direction to staff on any changes to recommended budget.



Wolf Pit Rd

Existing Trail

Trailhead Monument

Kiosk

Relocated Gate

**Gravel Parking Area
120' X 40'**

Existing Connector Trail

NC 126

Existing Trail

New Trail Sign

Attachment: Proposed Wolf Pit Trailhead 5-21-2020 (3071 : Comm. Dev. - Reconsideration of FY 20-21

Burke County, North Carolina
Agenda Abstract
Meeting Date: May 28, 2020



Items for Discussion

Subject Title: BOC - Discussion on the FY 20-21 Recommended Budget

Presented By: Johnnie W. Carswell

Summary of Information: This is an opportunity for the Board to discuss the recommended budget, provide direction to staff on any proposed changes to the budget or for staff to address any questions the Board may have about the recommended budget for FY 20-21.

Budgetary Effect: NA

County Manager's Recommendation: NA

Suggested Motion: NA

Burke County, North Carolina
Agenda Abstract
Meeting Date: May 28, 2020



Items for Decision

Subject Title: BOC - Cancellation of June 4 Budget Meeting

Presented By: Johnnie W. Carswell

Summary of Information: If the Board is comfortable in its review of the FY 20-21 recommended budget, then the Board may wish to consider cancelling the budget meeting scheduled for June 4th. At this time, staff does not have any other information to present to the Board at that meeting.

Budgetary Effect: N.A.

County Manager's Recommendation: N.A.

Suggested Motion: To cancel the June 4th budget meeting.

Important Info
Commissioners' May 28, 2020 Budget Meeting

Citizens may watch and/or listen to the virtual budget meeting by:

1. Joining the Zoom platform by computer or telephone. Contact Kay Draughn, Clerk to the Board, at 828.764.9354 or kay.draughn@burkenc.org by 12:00 p.m. on May 28, 2020 to obtain the connection credentials, first-come first served. The credentials are also provided below.

Topic: May 28, 2020 Budget Workshop

Time: May 28, 2020 02:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84557825777?pwd=VFFGekJzeGthWVczTUNjTXRuY3k1UT09>

Meeting ID: 845 5782 5777

Password: 337744

One tap mobile

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+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 845 5782 5777

Password: 337744

Find your local number: <https://us02web.zoom.us/j/kdGhfoAVji>

2. Watching the live stream on the County's YouTube Channel, BurkeCountyNC at 2 p.m.;
- or
3. Watching the recorded meeting on COMPAS Cable Channel 2 and Spectrum Cable Channel 192.