Burke County
Board of Commissioners
Special Pre-Agenda Meeting
Zoom Virtual Meeting
Meeting ID: 863 6267 6347
PW: 286867
Tuesday, July 7, 2020
3:00 PM

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1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

3. PRESENTATIONS

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

4. SCHEDULED PUBLIC HEARINGS

1. Comm. Dev. - Zoning Map Amendment ZMA 2020-01 & Public Hearing - 6:00 P.M. - Presented by Scott Carpenter, Deputy Co. Mgr./Planning Director

5. CONSENT AGENDA

1. BOC - Designation of Voting Delegate for the NCACC Annual Conference - Presented by Johnnie Carswell, Chairman
2. Clerk - Technical Correction to JCPC Term, Seat No. 7 - Presented by Lance Riddle, Executive Asst./Deputy Clerk to the Board
3. Clerk - Appointments to PBHM Board of Directors & CFAC - Presented by Lance Riddle, Executive Asst./Deputy Clerk to the Board
4. Comm. Dev. - Resolution to Withdraw the Linville Dam Boardwalk and Trail Project from the STBG-DA Program - Presented by Shane Prisby, Community Development Operations Manager
5. General Services - Solid Waste Division - LaBella Associates Annual Services FY20 - Presented by Miles Champion, General Services Director
6. Tax Dept. - Tax Collection Report for June 2020 - Presented by Danny Isenhour, Tax Administrator
7. Tax Dept. - Release Refund Report for June 2020 - Presented by Danny Isenhour, Tax Administrator

6. ITEMS FOR DECISION

1. Clerk - Appointments to Animal Advisory Board (Place Holder) - Presented by Lance Riddle, Executive Asst./Deputy Clerk to the Board

7. REPORTS

8. OTHER DISCUSSION ITEMS

9. ADJOURN

Burke County, North Carolina

Agenda Abstract

Meeting Date: July 7, 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 “furever” 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: July 7, 2020

SCHEDULED PUBLIC HEARINGS

Subject Title: Comm. Dev. - Zoning Map Amendment ZMA 2020-01 & Public Hearing - 6:00 P.M.

Presented By: Scott Carpenter

SUMMARY OF INFORMATION/BACKGROUND:

REQUEST

Staff has received a rezoning application from Brent Perkins, owner of Trumade Holdings, LLC to rezone an 0.88 portion of one (1) parcel of land totaling 2.02 acres. The request is to rezone the property from its current zoning of Residential Three (R-3) to the General Business (G-B) zoning district. The property is home to TruLock Storage Solutions. The applicant would like to construct one more storage building at this location at this time.

BACKGROUND AND SITE ANALYSIS

The property has existing mini warehouses on the western half of the property. Property records indicate this use of land dates back to 1988. Prior to 2019, the current property was two (2) separate parcels. The parcel with the mini-warehouses is zoned General Business (G-B) and the adjacent parcel is zoned Residential Three (R-3). In August of 2019, the Trumade Holdings, LLC purchased both parcels and combined them into one parcel (Deed 2421 / Pg. 527).

The parcel is described as follows:

The 911 address of the parcel is 3495 NC 18 S. Morganton, NC. The parcel is further identified in county records as (PIN# 2712910324 and REID# 33856). As mentioned above, the parcel is 2.02 acres. The property currently has four (4) storage buildings with 64 individual storage units. As mentioned above, the applicant is wanting to construct one (1) additional 20-unit storage building at this time. The parcel is located within the Morganton Township of Burke County. The property is located within the Salem Fire District and adjacent to the Salem Fire Station. The parcel is not located within a Water Supply Watershed. The parcel has 450 linear feet of frontage on NC 18 S. and 389 linear feet of road frontage on Zero Mull Road (SR# 1811). The parcel is approximately 1.5 miles from the Morganton city limits. The parcel is not within any Overlay District.

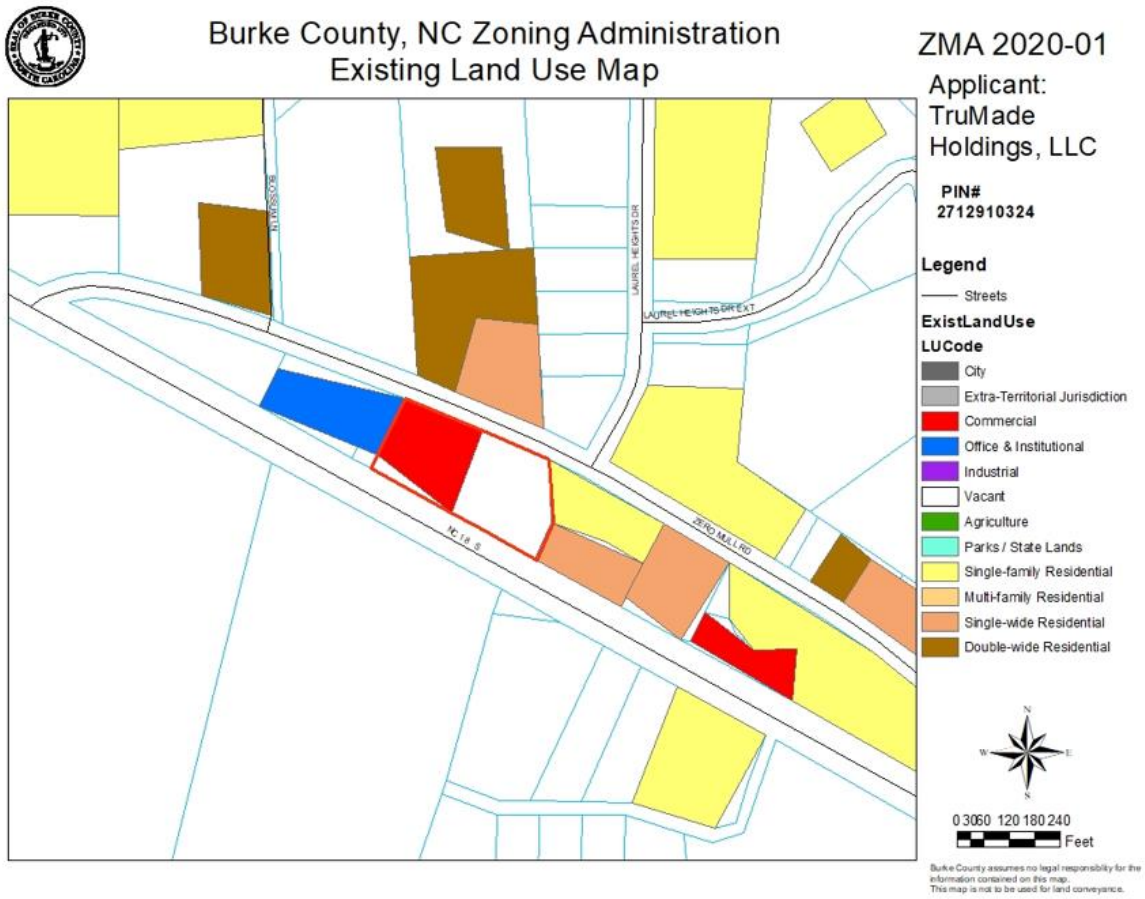
SURROUNDING AREA

The subject parcel and four adjoining parcels to the west are zoned General Business. The zoning to the north, south, and east is Residential Three (R-3) and Residential Two

(R-2). There are multiple scattered site single-family homes in the area as well as one (1) named subdivision (Laurel Heights) to the north on Laurel Heights Drive.

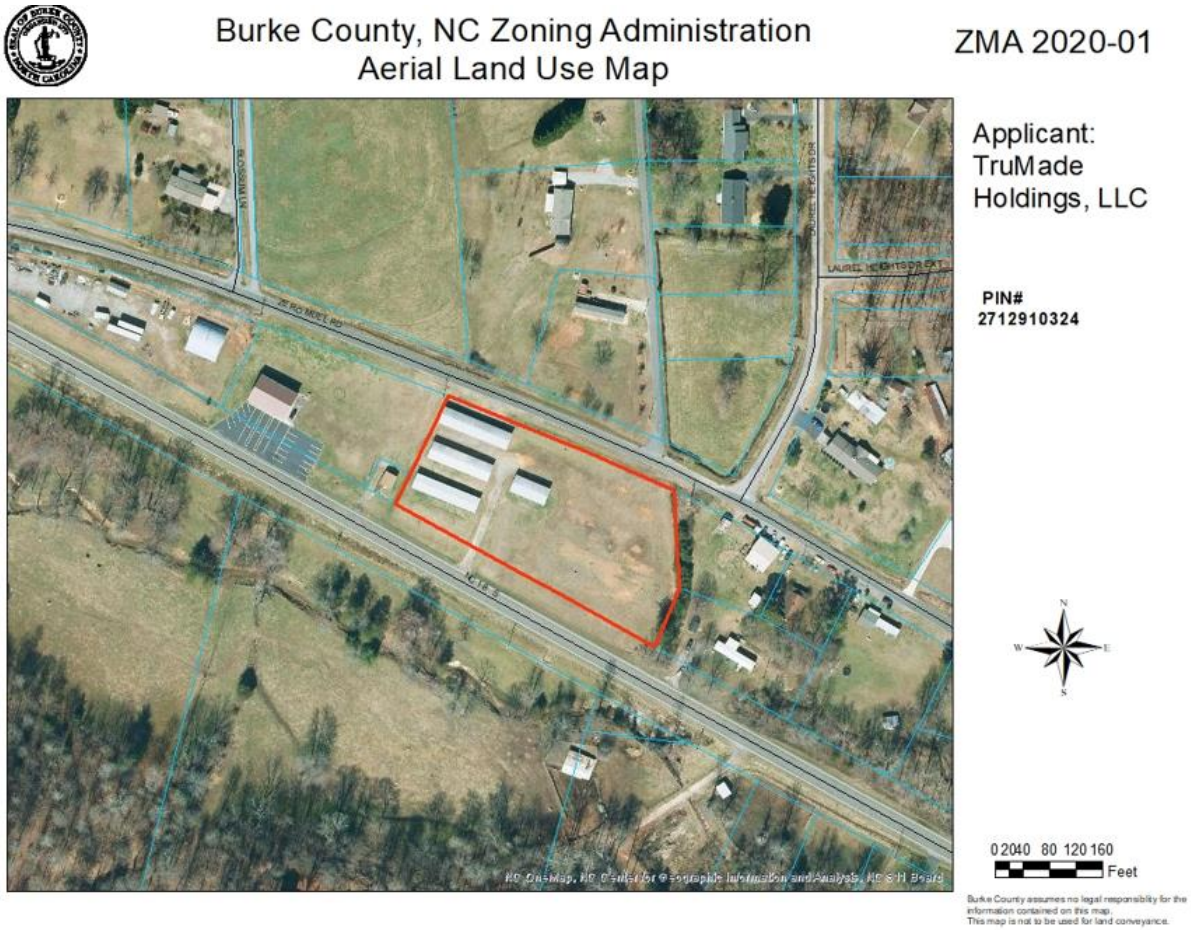
Existing Zoning and Land Uses within the Surrounding Area		
	Current Zoning	Existing Land Uses
North	R-2 / R-3	Scattered site residences / Small Subdivision
South	R-3	Vacant land / Scattered site residences
East	R-3	Scattered site residential
West	General Business / R-3	Public utility / Fire Station / Commercial storage yard

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



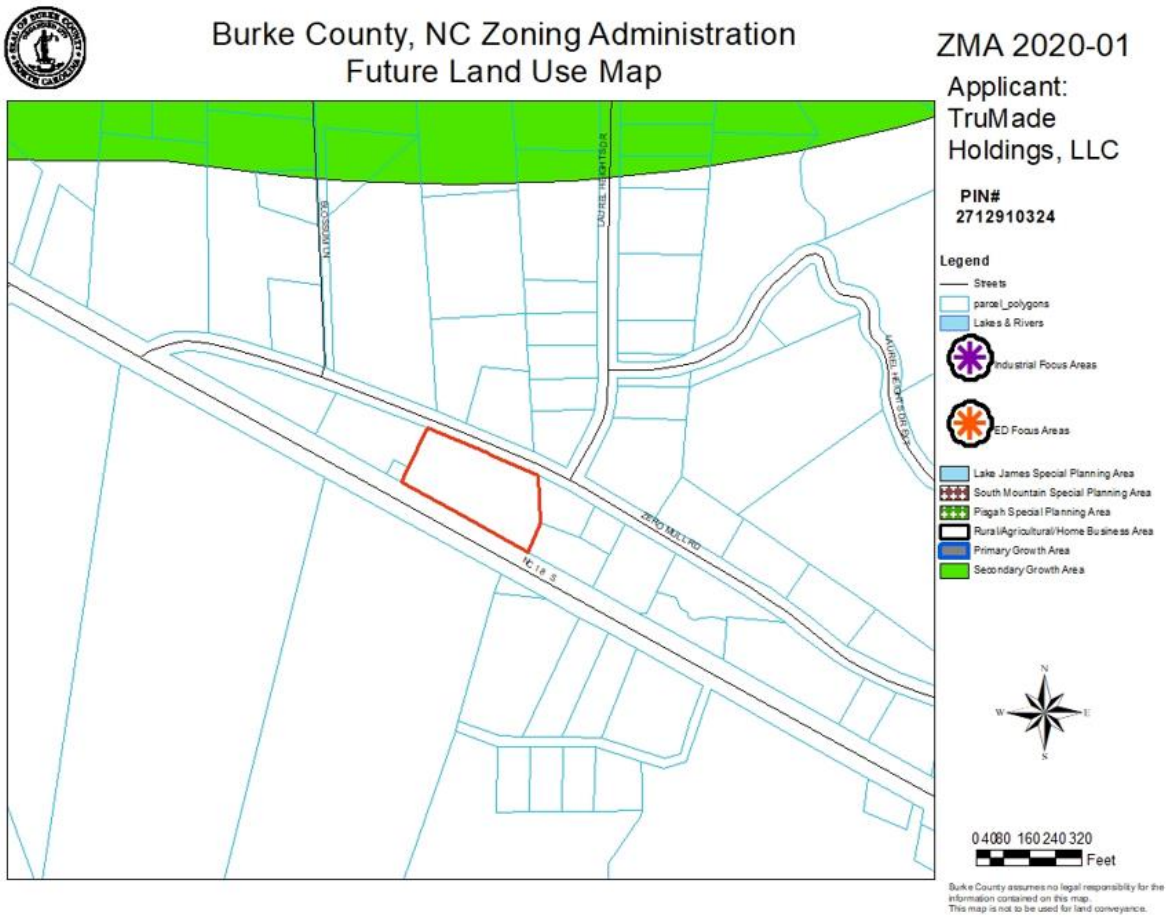
The Existing Land Use Map above shows this property as vacant. This again, is due to the fact that this was a separate and vacant parcel of land when the map was created. The map does indicate that the mini-warehousing parcel has a commercial use associated with it. The parcel colored blue indicates an Office/Institutional use which corresponds to the Fire Dept. The two (2) other General Business properties are

mistakenly colored white, indicated vacant land. One parcel is actually a commercial storage yard and the other parcel has a cell tower on it.



CONFORMITY WITH THE COMPREHENSIVE PLAN

The current land use plan for Burke County is the 2016-2030 Blueprint Burke Strategic Land Use Plan. The parcel is located in the Rural Agricultural Area and just on the fringe of a "Secondary Growth Area", (see map below). The Rural Agricultural Area is designated to all areas which are outside of either the Primary Growth Area or the Secondary Growth Area. These areas are typically considered rural in nature and access to infrastructure and utilities will be more limited. Residential uses either scattered among large tracts of land or located within rural residential subdivisions are expected. Other commercial, institutional, and industrial development is expected as needed to support the residential and agricultural nature of the area. Mini-storage facilities would be considered one of those uses which support residential and other land uses.

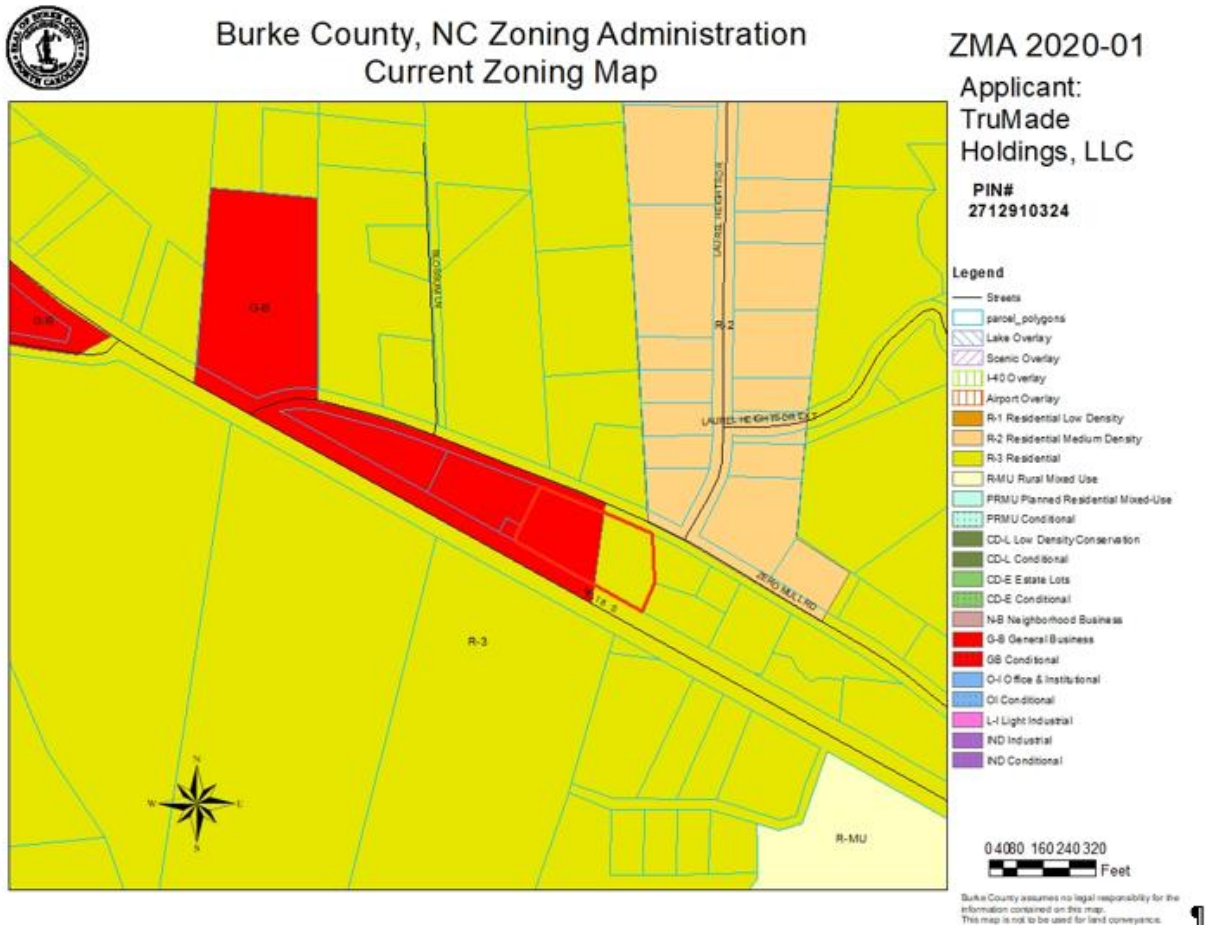


CONFORMITY WITH THE BURKE COUNTY ZONING ORDINANCE

As stated earlier, the "current" zoning district for this parcel is Residential Three (R-3). The Zoning Ordinance defines the R-3 District as "a less restrictive medium density residential district that allows a broader range of residential uses including single and multi-section mobile homes and a greater variety of compatible non-residential uses in areas that may be less suburban in nature". Although the R-3 district allows a broader range of non-residential uses, the "Mini-Warehouse" use as defined in Section 402 and regulated within Section 920, is not permitted.

The "proposed" General Business (G-B) District designation "is established to provide suitable locations for those commercial activities which serve the general public, including those which function rather independently of each other". The Current Zoning Map (below) shows the zoning for the subject parcel and surrounding area. The Zoning Map shows that the subject parcel is adjacent to existing General Business zoning. Although there is also existing residential zoning and residential uses in the area, the proposed use of the land would simply be an expansion of an existing use. In the scheme of commercial development, the proposed mini-warehouse use is less impactful on surrounding properties than other general businesses. The Community Development

Department has never received any complaints regarding the existing mini-storage business.



STAFF COMMENTS

Although, the area surrounding the subject parcel is predominately zoned residential, there are also existing commercial land uses in the area. The mini-storage facility can be considered supportive of different types of uses, including residential use.

Any proposed commercial development would have to go through the Site Development Plan Review process. As part of the Site Plan review, various departments such as NCDOT, Environmental Health, Building Inspections, and others would review the plan for compliance with that department's/agency's own rules, regulations, and ordinances. One of the requirements would be to screen the storage facility from adjacent residential zoning and uses. The existing storage facility is not screened. The applicant is aware that if the rezoning were approved, the entire facility would have to meet the screening requirement. Until the proposed project met all dept./agency requirements, a zoning permit to construct the new storage building would not be issued.

Staff would recommend approval of rezoning the property to General Business for the reasons mentioned above.

PLANNING BOARD RECOMMENDATION

The Burke County Planning Board met on May 25, 2020 to hear this rezoning request. The Planning Board chairman opened the public meeting and proceeded with the agenda. Staff was asked to present the report for the proposed rezoning request. Following staff's presentation, the chairman asked the applicant to present his request. Once the applicant finished, the chairman opened the public comment portion of the meeting and asked if there was anyone from the public who wished to speak to the rezoning request. There were no citizens to speak. The chairman closed the floor to public comment and asked the Board if they had any questions of staff or the applicant. The Board had no questions. The chairman asked for a motion to be made. Board member Tunstill made a motion to recommend approval of the rezoning application and stated his reasoning. Board member Cultrera seconded the motion. **The chairman asked for a full vote of the Board and the motion carried unanimously 6-0 to recommend approval of rezoning request ZMA 2020-01.**

Suggested Motion:

1. **Receive staff report.**
2. **Hold a public hearing.**

Note: To comply with SL 2020-3, this item is scheduled to be heard at a special meeting on July 23, 2020, 10 a.m.

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RECEIVED APR 2 9 202

BURKE COUNTY – REZONING APPLICATION

Office Use Only

Date: 5/7/2020 | Application No.: ZMA 2020-01

TO: BURKE COUNTY PLANNING BOARD AND COUNTY COMMISSIONERS

I (we) the undersigned do hereby respectfully make application and request the Planning Board to amend the Zoning Map of the County of Burke as herein requested and in support of this application, the following facts are shown:

It is requested that the foregoing property be rezoned from Residential to General Business

The property sought to be rezoned is located: 3495 NC 18 South

911 Address: 3495 NC 18 South

PIN #: 2712910324	Acre(s): 2.02
Zoning: G-B	Frontage of feet and depth of feet.
Flood Plain:	Watershed: Lake Rhodhiss
Subdivision:	Lot No:

Property sought to be rezoned is owned by: Trumade Holdings llc

Name:	Brent Perkins	
Mailing Address	1306 East Union Street Morganton, NC	
Telephone: (H)	(W)	(C) 828-443-1632

The following are the surrounding land uses of the adjacent property located within 100' of the subject property.

	Present Zoning	Present Use
North	G-B	Fire department
South	R-3	residential
East	R-3	residential
West	R-3	Farm

Proposed Use: Addition to existing storage facility.

Remarks: Property was previously 2 parcels. One GB + one R3. They were combined and I would like to add to the storage facility that has been there for 30 years.

Attached is a map which shows the property requested to be rezoned and other surrounding properties and their designated zones and uses. The undersigned requesting rezoning and amendment to the Burke County Zoning Map and/or Ordinance does hereby concur that the Burke County Zoning Ordinance shall govern the use, parking requirements, yard requirements, etc., for the district in which said property is located.

Signature of Planning Administrator	Signature of Applicant
Date: 4-29-20	Phone # of Applicant: 828-443-1632

1306 East Union Street Morganton, NC 28655
Address of Applicant

Filing Fee: $650.00 Check No.: 1013	**Fee is Non-Refundable**

Attachment: Application (3090 : Comm. Dev. - Zoning Map Amendment ZMA 2020-01)

I certify that the information in this application and all attachments are true and correct.

AFFIDAVIT

North Carolina
County of Burke

Brent E. Lewis for Trumade Holdings, llc, appearing before the undersigned
Name of Property Owner (printed)

Notary and being duly sworn, says that:

1. I am the owner of the property described above.

2. All statements above are true and correct.

Brent E. Lewis for Trumade Holdings llc
Property Owner's Signature

Sworn to (or affirmed) and subscribed before me this the 29 day of April, 20 20.

(Official Seal)

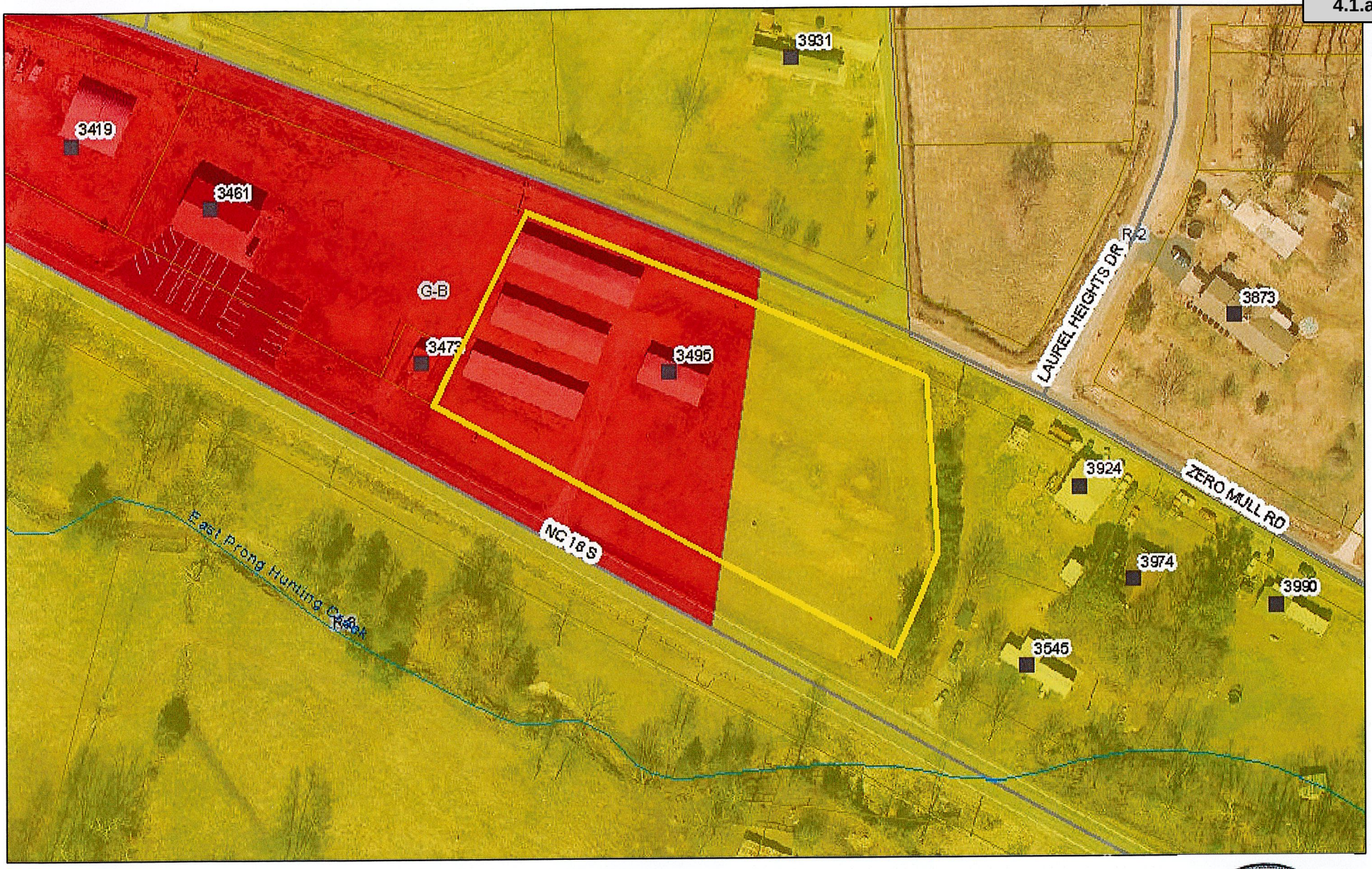
MYRIAH LOWERY
Notary Public
Burke
County
My Comm. Exp.
10/27/24
NORTH CAROLINA

Myriah Lowery
Official Signature of Notary

Myriah Lowery, Notary Public
Notary's printed or typed name

My commission expires: 10/27/2024

Attachment: Application (3090 : Comm. Dev. - Zoning Map Amendment ZMA 2020-01)



April 29, 2020

Rezoning Request

Owner: TRUMADE HOLDINGS LLC
1306 EAST UNION ST

MORGANTON, NC 28655

Property Address: 3495 G NC 18 S
MORGANTON 28655
PROPERTY_DESC

PIN: 2712910324
PIN EXT: 000
REID: 33856
Property Value: $265,873
Acreage: 2.02
Deed Book: 002421
Deed Page: 00526
Deed Date: 08/29/2019

0 105 210
Feet

1:1,386

1 inch = 116 feet

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

Attachment: Application (3090 : Comm. Dev. - Zoning Map Amendment ZMA 2020-01)

FOR REGISTRATION REGISTER OF DEEDS
Stephanie A. Norman
Burke County, NC
08/29/2019 at 04:48:26 PM
Book 2421 Page 526 (3)
FEE: $26.00
NC EXCISE TAX: $520.00
INSTRUMENT # 2017031635

INSTRUMENT # 2017031635

This certifies that there are no delinquent ad valorem real estate taxes, which the Burke County Tax Collector is charged with Collecting, that are a lien on: Parcel Identification Number: 2712819338,2712911229
This is not a certification that the Burke County Parcel Identification Number matches the Deed description.
DANIEL ISENHOUR
TAX COLLECTOR CLERK

Date/Time: 8-22-19

NORTH CAROLINA GENERAL WARRANTY DEED

Excise Tax: $520.00

Parcel Identifier No. 2712-81-9338 / REID No. 33856 & 2712-91-1229 / REID No. 5861
Verified by _____County on the ____day of_____,20____
By:_____

Mail/Box to: G. REDMOND DILL, JR., ATTORNEY, P.O. Box 66, Morganton, N.C. 28680

This instrument was prepared by: G. REDMOND DILL, JR., ATTORNEY, P.O. Box 66, Morganton, N.C. 28680

Brief description for the Index: B/L 3495 NC 18 South, Morganton, North Carolina 28655

THIS DEED made this 27th day of August, 2019, by and between

GRANTOR	GRANTEE
BILLY JOEL HILDEBRAN, (Unmarried); and REGINA HILDEBRAN DRUM, (Unmarried)	**TRUMADE HOLDINGS, LLC, a North Carolina limited liability company**
Mailing Address: 1151 Guy Road Hickory, North Carolina 28602	**Mailing Address:** 1306 East Union Street Morganton, North Carolina 28655

Enter in appropriate block for each Grantor and Grantee: name, mailing address, and, if appropriate, character of entity, e.g. corporation or partnership.

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall inclu singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, h and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land situat in the City of N/A, Morganton Township, Burke County, North Carolina and more particularly described as follov

(SEE ATTACHED SCHEDULE "A")

The property hereinabove described was acquired by Grantor by instrument recorded in Book 2315 page 967 et al.,

All or a portion of the property herein conveyed____includes or X does not include the primary residence of a Grantor.

A map showing the above described property is recorded in Plat Book _____ page _____.

NC Bar Association Form No. 3 © 1976, Revised © 1/1/2010

Attachment: Application (3090 : Comm. Dev. - Zoning Map Amendment ZMA 2020-01)

SCHEDULE "A"

BEGINNING on a nail in the centerline of N.C. Highway 18, the same being the corner of Salem Fire Protection Association and runs with the Eastern line of said Salem Fire Protection Association property, North 26° 57′ 56″ East total distance 264.02 feet to a nail found in the centerline of Zero Mull Road (S.R. 1811); thence with the centerline of said Zero Mull Road the following four (4) courses and distances: (1) South 67° 14′ 14″ East 30.0 feet to a nail found; (2) South 67° 14′ 14″ East 107.93 feet to a nail; (3) South 65° 46′ 36″ East 63.90 feet to a nail; and (4) South 65° 46′ 36″ East 150.0 feet to a nail found; thence with the Western line of the Robert Z. Spake property the following two (2) courses and distances: (1) South 2° 18′ East 183.33 feet to a 2 inch iron pipe found, and (2) South 24° 45′ 54″ West 148.11 feet to a nail found in the centerline of N.C. Highway 18; thence with the centerline of N.C. Highway 18, North 60° 0′ 41″ West total distance 447.15 feet to the point of BEGINNING and containing 2.768 acres, more or less.

The above description is a consolidated description of that real property described in Book 2128, Page 115 and this conveyance is executed with said description being consolidated into one parcel of 2.768 acres.

DEED REFERENCES: Book 2315, Page 969; Book 2174, Page 931; Book 2171, Page 934; Book 2128, Page 115; Book 818, Page 32; Book 754, Page 1432; Book 738, Page 424; Book 754, Page 1432; Book 647, Pages 727 & 707: all of the Burke County Registry.

Attachment: Application (3090 : Comm. Dev. - Zoning Map Amendment ZMA 2020-01)

GENERAL NOTES

1) PROPERTY IS SUBJECT TO ALL RIGHTS OF WAY AND EASEMENTS OF RECORD
2) THIS SURVEY CREATES TWO (2) NEW PARCELS OF LAND
3) AREA AS DETERMINED BY COORDINATES
4) NO GEODETIC CONTROL MONUMENTS FOUND WITHIN 2000 FEET OF ANY POINT ON THE SUBJECT PROPERTY
5) NO TITLE SEARCH WAS FURNISHED TO THIS SURVEYOR
6) PUBLIC WATER IS AVAILABLE TO THIS PROPERTY
7) PROPERTY IS NOT LOCATED IN A PROTECTED WATERSHED

CERTIFICATE OF APPROVAL FOR RECORDING

I CERTIFY THAT THE PLAT SHOWN HEREON COMPLIES WITH THE WATERSHED PROTECTION ORDINANCE AND IS APPROVED FOR RECORDING IN THE REGISTER OF DEEDS OFFICE.

ZONING ADMINISTRATOR _____ DATE _____

ZONING JURISDICTION - BURKE COUNTY
PROPERTY ZONED R-3, G-B
MINIMUM BUILDING SETBACKS

FRONT: 45'
SIDE : 10'
REAR : 10'

WATERSHEDS

LAKE RHODHISS
PA
WS-IV

FLOOD PLAIN INFORMATION

THE SUBJECT PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA AS DETERMINED BY "FEMA" FLOOD MAP
MAP NUMBER; 3710271200J
EFFECTIVE DATE; 09/05/2007

CERTIFICATE OF TYPE OF SURVEY

I HEREBY CERTIFY THAT THIS SURVEY IS OF AN EXISTING PARCEL AND IT DOES NOT CREATE ANY NEW PARCELS OF LAND OR STREETS

JIMMY R. TOOLE NCPLS # L-5302

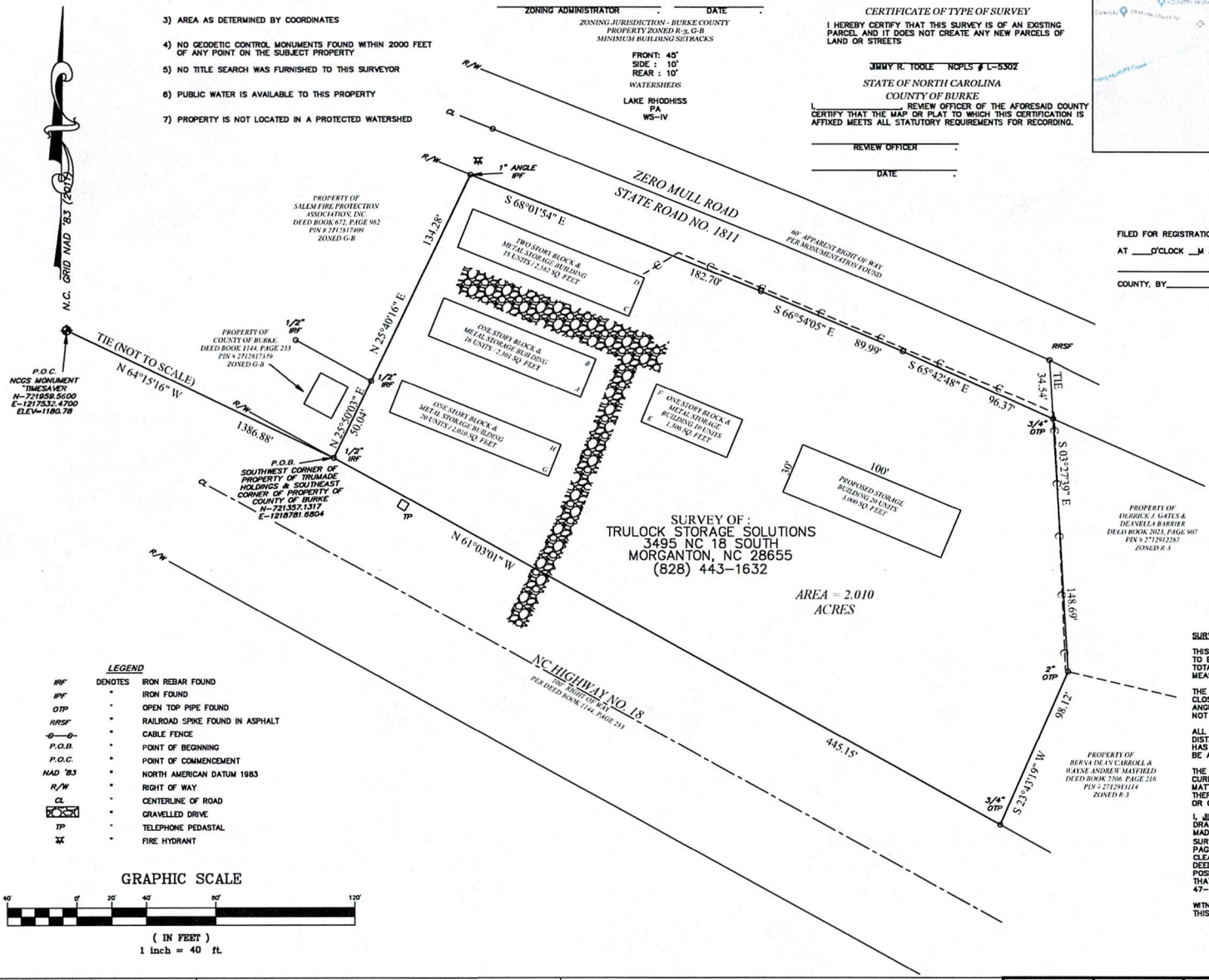
STATE OF NORTH CAROLINA
COUNTY OF BURKE

I, _____, REVIEW OFFICER OF THE AFORESAID COUNTY CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER _____

DATE _____

FILED FOR REGISTRATION ON THE___DAY OF_____, 2019
AT ____O'CLOCK __M AND RECORDED IN PLAT BOOK___PAGE___,
_____REGISTER OF DEEDS, BURKE
COUNTY, BY_____, DEPUTY



LEGEND

IRF	DENOTES	IRON REBAR FOUND
IPF	"	IRON FOUND
OTP	"	OPEN TOP PIPE FOUND
RRSF	"	RAILROAD SPIKE FOUND IN ASPHALT
-o-o-	"	CABLE FENCE
P.O.B.	"	POINT OF BEGINNING
P.O.C.	"	POINT OF COMMENCEMENT
NAD '83	"	NORTH AMERICAN DATUM 1983
R/W	"	RIGHT OF WAY
CL	"	CENTERLINE OF ROAD
	"	GRAVELLED DRIVE
TP	"	TELEPHONE PEDASTAL
	"	FIRE HYDRANT

GRAPHIC SCALE

40' 0' 20' 40' 80' 120'

(IN FEET)
1 inch = 40 ft.

SURVEY NOTES:

THIS SURVEY WAS CONDUCTED USING A TRIMBLE R-10 RTK GPS TO ESTABLISH CONTROL AND A LEICA TCRP 1205+ ROBOTIC TOTAL STATION TO OBTAIN LINEAR AND ANGULAR MEASUREMENTS.

THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 95,795 FEET WITH AN ANGULAR ERROR OF .01 SEC. PER ANGLE POINT AND WAS NOT ADJUSTED .

ALL DISTANCES SHOWN HEREON ARE HORIZONTAL GROUND DISTANCES, EXPRESSED IN U. S. SURVEY FEET. THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 327,718 FEET.

THE UNDERSIGNED SURVEYOR HAS NOT BEEN FURNISHED WITH A CURRENT TITLE OPINION OR ABSTRACT OF THIS PROPERTY OR MATTERS AFFECTING THIS PROPERTY. IT IS POSSIBLE THAT THERE ARE RECORDED DEEDS, UNRECORDED DEEDS, EASEMENTS, OR OTHER INSTRUMENTS THAT COULD AFFECT THIS PROPERTY.

I, JIMMY R. TOOLE, N.C. P.L.S., CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION. SOURCE DOCUMENTS FOR THIS SURVEY ARE (DEED DESCRIPTION RECORDED IN BOOK 2421, PAGE 526; THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN DEED BOOKS AS SHOWN; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY AS CALCULATED IS 1:10,000 OR BETTER; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 2ND DAY OF APRIL A.D. 2020.

PROFESSIONAL LAND SURVEYOR
NC PLS # L-5302

GEL ENGINEERING OF NC, INC. DBA - NC FIRM # C-1961
GEL SOLUTIONS
a Member of THE GEL GROUP, INC.
55 SHILOH ROAD, SUITE 6
ASHEVILLE, NC 28803
(828) 782-3524
WWW.GEL-SOLUTIONS.COM

BOUNDARY SURVEY

PROPERTY OF :
TRUMADE HOLDINGS, LLC
PIN #2712910324
PROPERTY ADDRESS :
3495 NC 18 S
MORGANTON, NC 28655
MORGANTON TOWNSHIP, BURKE COUNTY, NORTH CAROLINA

DATE SURVEYED	DRAWN/CHECKED	FIGURE
03/22/2020	JRT/NJB	1
LAST REVISED	APPROVED	
	JRT	
PROJECT NUMBER	SCALE	
TMH040120	1" = 40'	

Google Maps

110 North Green Street, Morganton, NC to 3495 NC-18, Morganton, NC 28655

You can enter notes here.

110 N Green St

Morganton, NC 28655

1. Head southwest on Avery Ave toward N Green St

446 ft

2. Avery Ave turns left and becomes N Sterling St

0.7 mi

3. Continue straight onto NC-18 S/S Sterling St
   - Continue to follow NC-18 S
   - Pass by McDonald's (on the left in 1.7 mi)
   - Destination will be on the left

3.8 mi

3495 NC-18

Morganton, NC 28655

Attachment: Photo Collage 1 (3090 : Comm. Dev. - Zoning Map Amendment ZMA 2020-01)

Attachment: Photo Collage 2 (3090 : Comm. Dev. - Zoning Map Amendment ZMA 2020-01)

STOP

Planning Board Recommendation and Statement of Plan Consistency

Zoning Map Amendment (ZMA 2020-01)

The Burke County Planning Board recommends "Approval" of the proposed rezoning request because:

- The proposed zoning reclassification is consistent with the purposes, goals, objectives, and policies, of the adopted land use plan, and other plans for the physical development of the County as adopted by the Board of Commissioners.
- The proposed zoning reclassification is compatible with the overall character of existing development in the immediate vicinity of the subject property;
- There is adequate of public facilities and services to serve the subject property, including but not limited to; roadways, police and fire protection, storm water drainage systems, water supply, and garbage services; and
- The proposed zoning reclassification will not adversely affect a known archeological, environmental, historical, or cultural resource.

RATIONAL FOR DECISION

Rezoning the property to the General Business would allow for the expansion of an *existing* commercial use. There have been no prior complaints for the existing business filed with the County. Set hours of operation have been established prior to this approval recommendation. Those hours were found reasonable. There was no one present to speak against the proposed rezoning at the May 28, 2020 public meeting.

Signed: June 10, 2020

_____ Chairman,
Burke County Planning Board

Attachment: PB Recommendation zma 2020-01 (3090 : Comm. Dev. - Zoning Map Amendment ZMA 2020-01)

BURKE COUNTY
NOTICE OF VIRTUAL ZOOM PUBLIC HEARINGS
JULY 21, 2020, 6:00 PM
JULY 23, 2020 10 AM

The Burke County Board of Commissioners will hold virtual public hearings at 6:00 p.m. on July 21, 2020 and on July 23, 2020 at 10 a.m. via Zoom, a virtual software platform that provides video, phone, and chat services. At these meetings they will take public comment regarding the following zoning matter:

ZMA 2020-01 Applicant: Brent Perkins - A request to rezone an 0.88-acre portion of one (1) parcel of land **from** the Residential Three (R-3) Zoning District **to** the General Business (G-B) Zoning District. (PIN# 2712910324) (REID# 33856)

For the July 21st meeting, citizens may submit a written statement to the Clerk by 4 p.m. on Tuesday, July 21, 2020 to be read aloud during the public hearing in one of the following ways:

- Email: kay.draughn@burkenc.org
- Hand-deliver: Burke County Governmental Offices, 200 Avery Avenue, (2nd Floor) in Morganton
- US Mail: Burke County, Attn: Kay Draughn, P.O. Box 219, Morganton, NC 28680.

To comply with Session Law 2020-3 (HB 704), public comments (written statements) will be accepted until July 23 at 9 a.m. by email, hand-delivery or by US Mail. Any statements received by the deadline concerning the proposed zoning map amendment will be read aloud during a special Zoom meeting on July 23 at 10 a.m. at which time the Board will approve or deny the zoning map amendment. To receive the Zoom connection credentials for either meeting, please contact the Clerk at 764.9354 at least two (2) hours in advance of the meeting(s). Both meetings will be streamed live on YouTube, BurkeCountyNC. Prior to the public hearings, questions about the rezoning may be directed to the Burke Co. Community Development at (828) 764-9033.

Kay Draughn
Clerk to the Board

Publish: July 9 and July 16

Burke County, North Carolina

Agenda Abstract

Meeting Date: July 7, 2020

CONSENT AGENDA

Subject Title: BOC - Designation of Voting Delegate for the NCACC Annual Conference

Presented By: Johnnie W. Carswell

Summary of Information: The 113th Annual Conference of the North Carolina Association of County Commissioners will be held virtually this year. The Business Session is scheduled for August 6, 2020 at 11 a.m. Each county is asked to designate one (1) voting delegate prior to the conference to vote on items that come before the membership. An alternate voting delegate may also be assigned.

Budgetary Effect: None.

County Manager's Recommendation: Approval is recommended.

Suggested Motion: To designate _____ as the voting delegate for the 113th Annual Conference of the North Carolina Association of County Commissioners.

Designation of Voting Delegate to NCACC Annual Conference

I, _____, hereby certify that I am the duly designated voting delegate for _____ County at the 113th Annual Conference of the North Carolina Association of County Commissioners to be held during the **virtual*** Annual Business Session on August 6, 2020, at 11 a.m.

Voting Delegate Name: _____

Title: _____

In the event the designated voting delegate is unable to attend, _____ has been selected as _____ County's alternate voting delegate.

Alternate Voting Delegate Name: _____

Title: _____

Article VI, Section 2 of our Constitution provides:

"On all questions, including the election of officers, each county represented shall be entitled to one vote, which shall be the majority expression of the delegates of that county. The vote of any county in good standing may be cast by any one of its county commissioners who is present at the time the vote is taken; provided, if no commissioner be present, such vote may be cast by another county official, elected or appointed, who holds elective office or an appointed position in the county whose vote is being cast and who is formally designated by the board of county commissioners. These provisions shall likewise govern district meetings of the Association. A county in good standing is defined as one which has paid the current year's dues."

Please return this form to Alisa Cobb via email by **Monday, August 3, 2020** close of business**:**

Email: alisa.cobb@ncacc.org

***Please note – due to the COVID-19 pandemic, the 113th NCACC Annual Conference will be held virtually with voting taking place via an electronic platform.**

Attachment: Voting delegate form 2020 (3101 : NCACC Voting Delegate)

Burke County, North Carolina

Agenda Abstract

Meeting Date: July 7, 2020

CONSENT AGENDA

Subject Title: Clerk - Technical Correction to JCPC Term, Seat No. 7

Presented By: Lance Riddle

Summary of Information: A technical correction to the term of the DSS Director's appointment to the JCPC, Seat No. 7, is requested. In June, the appointment should have been to complete the remainder of an unexpired term ending June 30, 2021 instead of a full 2-year term ending June 30, 2022.

Budgetary Effect: None.

County Manager's Recommendation: Approval is recommended.

Suggested Motion: To approve a technical correction to the term of appointment for Seat No. 7 on the JCPC to end June 30, 2021.

Juvenile Crime Prevention Council
24-Members
2-Year Terms
General Statute: 143B-846

Seat No.	Position	Name-Address		Term
1	School Superintendent or Designee	Mike Swan 3324 Eastwood Avenue Morganton NC 28655	A-UT R R TE	8/15/2017 6/19/2018 6/18/2019 6/30/2021
2	Police Chief or Designee	Ryan Lander 304 S. College Street Morganton NC 28655	A R R TE	8/18/2015 6/20/2017 6/18/2019 6/30/2021
3	Sheriff	Steve Whisenant 150 Government Drive Morganton NC 28655	A R R R R TE	6/21/2011 6/30/2013 6/16/2015 6/20/2017 6/18/2019 6/30/2021
4	D. Attorney or Designee	DA Declined to Participate	TE	6/30/2017
5	Chief Court Counselor or Designee	Ronn Abernathy P.O. Box 728 Newton NC 28658	R R R R R TE	6/21/2011 6/30/2013 6/16/2015 6/20/2017 6/18/2019 6/30/2021
6	Mental Health or Designee	Tara Conrad 414 Alexander Avenue Morganton NC 28655	A R R TE	6/21/2016 6/19/2018 6/16/2020 6/30/2022
7	Director of Social Services	Korey Fisher-Wellman	A-UT	6/16/2020

Attachment: JCPC Roster (3100 : Clerk - Technical Correction to JCPC Term, Seat No. 7)

	or Designee	700 E. Parker Road Morganton NC 28655	TE	6/30/2021
8	County Mgr. or Designee	Jennifer Forney 300 Latimer Lane Morganton NC 28655	A-UT R R TE	6/16/2015 6/20/2017 6/18/2019 6/30/2021
9	Substance Abuse Prof.	Joseph Martinez 4143 Rocky Road Valdese, NC 28690	R R R R R R TE	8/3/2010 5/15/2012 6/17/2014 6/21/2016 6/19/2018 6/16/2020 6/30/2022
10	Member of Faith	Rev. Jasper Hemphill P.O. Box 3481 Morganton NC 28680	A R R R TE	8/20/2013 6/16/2015 6/20/2017 6/18/2019 6/30/2021
11	Commissioner	Maynard Taylor 3095 Taylor Avenue Connelly Springs NC 28612	A R R TE	Dec-17 12/1/2018 12/1/2019 12/1/2020
12	Student < 18	Willow Conrad	A TE	6/18/2019 6/30/2021
13	Student < 18	Mackenzie Pritchard	A TE	6/16/2020 6/30/2022
14	Juvenile Def. Attorney	Brooke Mills 3272 Montanya View Circle Valdese NC 28690	A R TE	6/19/2018 6/16/2020 6/30/2022

Attachment: JCPC Roster (3100 : Clerk - Technical Correction to JCPC Term, Seat No. 7)

15	Chief Dist. Court Judge or Designee	Clifton H. Smith 111 Main Avenue NE Hickory NC 28601	A R R R TE	6/17/2014 6/21/2016 6/19/2018 6/16/2020 6/30/2022
16	Member of Business Community	Doug Hartjes 303 Riverwalk Drive Connelly Springs NC 28612	A-UT R TE	9/18/2018 6/18/2019 6/30/2021
17	Health Director or Designee	Rebecca McLeod 292 19th Ave. Circle NE Hickory NC 28601	A-UT R R R R TE	8/21/2012 6/30/2013 6/16/2015 6/20/2017 6/18/2019 6/30/2021
18	United Way or Nonprofit	Vacant	A TE	 6/30/2022
19	Parks and Recreation	Doug Knight 120 Philip Avenue NE Valdese NC 28690	A R R R TE	10/20/2015 6/21/2016 6/19/2018 6/16/2020 6/30/2022
20	At Large (Up to 7 Appt by BOC)	Steven Moody 116 Wilson Street Morganton NC 28655	R R R R R TE	6/21/2011 6/30/2013 6/16/2015 6/20/2017 6/18/2019 6/30/2021
21	At Large (Up to 7 Appt by BOC)	David Bridges 327 Drexel Road Morganton NC 28655	A-UT R R TE	12/19/2017 6/19/2018 6/16/2020 6/30/2022
22	At Large	Nicki Carpenter	A	6/18/2019

Attachment: JCPC Roster (3100 : Clerk - Technical Correction to JCPC Term, Seat No. 7)

	(Up to 7 Appt by BOC)	130 Ammons Drive, Suite 2	R	
		Morganton NC 28655	TE	6/30/2021
23	At Large	Dorian Palmer	A-UT	10/15/2019
	(Up to 7 Appt by BOC)	109 Douglas Drive	R	
		Morganton NC 28655	TE	6/30/2021
24	At-Large	Brandon Collins	A	6/19/2018
	(Up to 7 Appt by BOC)	1512 Ferngully Drive	R	6/16/2020
		Morganton NC 28655	TE	6/30/2022

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

Attachment: JCPC Roster (3100 : Clerk - Technical Correction to JCPC Term, Seat No. 7)

Burke County, North Carolina

Agenda Abstract

Meeting Date: July 7, 2020

CONSENT AGENDA

Subject Title: Clerk - Appointments to PBHM Board of Directors & CFAC

Presented By: Lance Riddle

Summary of Information: Partners Behavioral Mental Health is the County's LME (Local Management Entity) and provider of mental health services in the County's catchment area. Commissioner Taylor has served as the Commissioners' mental health representative for many years. Having served the maximum number of terms allowed, Commissioner Taylor cannot be reappointed. However, Commissioner Brittain has expressed an interest in serving on the PBHM Board of Directors.

Linda McCrary has served as the County's CFAC (Consumer & Family Advisory Committee) member on the PBHM BOD as a "Family Member of Consumer" for several years. CFAC is a volunteer group of individuals who have received or currently receive services, and family members of these individuals. CFAC represents consumers and their families by advocating on their behalf in every aspect of planning and delivering services for mental health, intellectual or developmental disabilities, and substance use. CFAC also advises Partners on improving effectiveness. Ms. McCrary is willing and eligible to serve another 3-year term ending June 30, 2023.

An application from Mr. Barry Nelson, Vice President of Nursing/Chief Nurse Executive of Carolinas Healthcare System Blue Ridge, is provided to fill the position mentioned below.

> When making appointments to Partners Board of Directors it is important to consider representation requirements required by NCGS 122C-118.1. As of July 1, 2020, the following categories of representation on the board are or will become be vacant:

- A family member of a consumer who is diagnosed with: Substance Abuse/Addiction (SA)
- An openly declared consumer representing Intellectual or other Developmental Disabilities (IDD)
- An openly declared consumer representing substance abuse/addiction (SA)

- An individual with health care expertise and experience in the fields of mental health, intellectual or other developmental disabilities, or substance abuse services
- An individual with insurance expertise consistent with the scale and nature of the managed care organization
- **An administrator of a hospital providing mental health, developmental disabilities, and substance abuse emergency services to serve as a nonvoting member and who shall participate only in open meetings.**

Appointments to the PBHM Board of Directors is a collaborative process and PBHM supports the appointment of Commissioner Brittain and Mr. Nelson as well as the reappointment of Ms. McCrary to the Consumer Family Advisory Committee.

Budgetary Effect: None.

County Manager's Recommendation: Approval is recommended.

Suggested Motions:

1. **To remove Commissioner Taylor from the official roster of Partners Behavioral Health Management Board of Directors and thank him for his service to the community.**
2. **To appoint Commissioner Brittain to the Partners Behavioral Health Management Board of Directors for a 3-year term: July 1, 2020 - June 30, 2023.**
3. **To reappoint Linda McCrary to the PBHM Board of Directors, CFAC, as a "Family Member of Consumer" representative for a 3-year term: July 1, 2020 - June 30, 2023.**
4. **To appoint Barry Nelson to the Partners Behavioral Health Management Board of Directors for a 3-year term, July 1, 2020 - June 30, 2023, as a nonvoting member representing an administrator of a hospital that provides mental health, developmental disabilities, and substance abuse emergency services.**

Partners Behavioral Health Management
County Appoints: 1 Commissioner, 1 CFAC Member & Optional Member
3-Year Terms
Statutory Reference

Seat	Name & Address		Term
Commissioner or Designee	Maynard Taylor	A TE	2014 6/30/2020
CFAC Member	Linda McCrary	A R TE	9/19/2017 6/30/2020
Hosptial Administrator Providing MH, DD SA Emergency Services Non-voting Member		A TE	 6/30/2023

Attachment: PBHM Roster (3083 : Clerk - Appointments to PBHM Board of Directors & CFAC)

BURKE COUNTY
APPOINTMENT APPLICATION
BOARDS AND COMMITTEES

Name: Barry Nelson Date: May 28, 2020

Address: 7008 Peyronel St

City: Connelly Springs State: NC Zip: 28612

Telephone: Home: _____ Business: 828-580-5637

Cell: 336-468-0138 Email: Barry.Nelson@blueridgehealth.org

Occupation: Vice President Nursing / Chief Nurse Executive

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. Partners Behavioral Health Management
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?

None

Revised: 1-26-18

Attachment: B. Nelson_Partners BH Management Board Application_5.2020 (3083 : Clerk - Appointments to PBHM Board of Directors & CFAC)

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

As a leader in the Blue Ridge Healthcare System, I would be interested in sharing my experience and knowledge to assist the community.

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

Please disclose any business or personal relationships that may be considered a conflict of interest, if selected to serve on a board or committee: None

Remarks: _____
(OPTIONAL)

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

Return to:

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

Attachment: B. Nelson_Partners BH Management Board Application_5.2020 (3083 : Clerk - Appointments to PBHM Board of Directors & CFAC)

BURKE COUNTY
APPOINTMENT APPLICATION
BOARDS AND COMMITTEES

Name: Linda McCrary Date: 5-28-20

Address: 2086 Warrior Fork Trail

City: Morganton State: NC Zip: 28655

Telephone: Home: 828-437-7710 Business: _____

Cell: 828-443-6435 Email: lindamccrary@charter.net

Occupation: retired teacher

Retired from: Burke County Public Schools

How did you hear about this opportunity? CFAC committee from Partners

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

If so, please identify the board or committee: Partners BHM Board of Directors

Community interest and activities:

First Presbyterian Church

Partners BHM Board of Directors, Executive board, Partners Consumer and Family Advisory Council, Marketing committee, Stakeholders Committee, Quaker Meadows Garden Club.

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

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

1. Partners BHM Board of Directors
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?

Parent, advocate for individuals with Intellectual and Developmental Disabilities.

Revised: 1-26-18

Attachment: Linda McCrary App_0001 (3083 : Clerk - Appointments to PBHM Board of Directors & CFAC)

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

To best serve the Mental Health, Substance Use and Itellectual and Developmentally Disabled Community and their families.

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

Please disclose any business or personal relationships that may be considered a conflict of interest, if selected to serve on a board or committee: **I know of none.**

Remarks: _____
(OPTIONAL)

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

Return to:

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

Attachment: Linda McCrary App_0001 (3083 : Clerk - Appointments to PBHM Board of Directors & CFAC)

§ 122C-118.1. Structure of area board.

(a) An area board shall have no fewer than 11 and no more than 21 voting members. The board of county commissioners, or the boards of county commissioners within the area, shall appoint members consistent with the requirements provided in subsection (b) of this section. The process for appointing members shall ensure participation from each of the constituent counties of a multicounty area authority. If the board or boards fail to comply with the requirements of subsection (b) of this section, the Secretary shall appoint the unrepresented category. The boards of county commissioners within a multicounty area with a catchment population of at least 1,250,000 shall have the option to appoint members of the area board in a manner or with a composition other than as required by this section by each county adopting a resolution to that effect and receiving written approval from the Secretary. A member of the board may be removed with or without cause by the initial appointing authority. The area board may declare vacant the office of an appointed member who does not attend three consecutive scheduled meetings without justifiable excuse. The chair of the area board shall notify the appropriate appointing authority of any vacancy. Vacancies on the board shall be filled by the initial appointing authority before the end of the term of the vacated seat or within 90 days of the vacancy, whichever occurs first, and the appointments shall be for the remainder of the unexpired term.

(b) Within the maximum membership provided in subsection (a) of this section, the membership of the area board shall reside within the catchment area and be composed as follows:

(1) At least one member who is a current county commissioner.

(2) The chair of the local Consumer and Family Advisory Committee (CFAC) or the chair's designee.

(3) At least one family member of the local CFAC, as recommended by the local CFAC, representing the interests of the following:
   a. Individuals with mental illness.
   b. Individuals in recovery from addiction.
   c. Individuals with intellectual or other developmental disabilities.

(4) At least one openly declared consumer member of the local CFAC, as recommended by the local CFAC, representing the interests of the following:
   a. Individuals with mental illness.
   b. Individuals with intellectual or other developmental disabilities.
   c. Individuals in recovery from addiction.

(5) An individual with health care expertise and experience in the fields of mental health, intellectual or other developmental disabilities, or substance abuse services.

(6) An individual with health care administration expertise consistent with the scale and nature of the managed care organization.

(7) An individual with financial expertise consistent with the scale and nature of the managed care organization.

(8) An individual with insurance expertise consistent with the scale and nature of the managed care organization.

(9) An individual with social services expertise and experience in the fields of mental health, intellectual or other developmental disabilities, or substance abuse services.

(10) An attorney with health care expertise.

(11) A member who represents the general public and who is not employed by or affiliated with the Department of Health and Human Services, as appointed by the Secretary.

Attachment: GS_122C-118.1 (3083 : Clerk - Appointments to PBHM Board of Directors & CFAC)

(12) The President of the LME/MCO Provider Council or the President's designee to serve as a nonvoting member who shall participate only in Board activities that are open to the public.

(13) An administrator of a hospital providing mental health, developmental disabilities, and substance abuse emergency services to serve as a nonvoting member who shall participate only in Board activities that are open to the public.

Except as provided in subdivisions (12) and (13) of this subsection, an individual that contracts with a local management entity (LME) for the delivery of mental health, developmental disabilities, and substance abuse services may not serve on the board of the LME for the period during which the contract for services is in effect. No person registered as a lobbyist under Chapter 120C of the General Statutes shall be appointed to or serve on an area authority board. Of the members described in subdivisions (2) through (4) of this subsection, the boards of county commissioners shall ensure there is at least one member representing the interest of each of the following: (i) individuals with mental illness, (ii) individuals with intellectual or other developmental disabilities, and (iii) individuals in recovery from addiction.

(c) The board of county commissioners may elect to appoint a member of the area authority board to fill concurrently no more than two categories of membership if the member has the qualifications or attributes of the two categories of membership.

(d) Any member of an area board who is a county commissioner serves on the board in an ex officio capacity at the pleasure of the initial appointing authority, for a term not to exceed the earlier of three years or the member's service as a county commissioner. Any member of an area board who is a county manager serves on the board at the pleasure of the initial appointing authority, for a term not to exceed the earlier of three years or the duration of the member's employment as a county manager. The terms of members on the area board shall be for three years, except that upon the initial formation of an area board in compliance with subsection (a) of this section, one-third shall be appointed for one year, one-third for two years, and all remaining members for three years. Members shall not be appointed for more than three consecutive terms.

(e) Upon request, the board shall provide information pertaining to the membership of the board that is a public record under Chapter 132 of the General Statutes.

(f) An area authority that adds one or more counties to its existing catchment area under G.S. 122C-115(c1) shall ensure that the expanded catchment area is represented through membership on the area board, with or without adding area board members under this section, as provided in G.S. 122C-118.1(a). (2001-437, s. 1.11(b); 2002-159, s. 40(a); 2006-142, s. 4(e); 2007-504, s. 1.4; 2010-31, s. 10.7; 2012-151, s. 3(a); 2013-85, ss. 6, 7; 2017-6, s. 3; 2018-146, ss. 3.1(a), (b), 6.1.)

Attachment: GS_122C-118.1 (3083 : Clerk - Appointments to PBHM Board of Directors & CFAC)

Burke County, North Carolina

Agenda Abstract

Meeting Date: July 7, 2020

CONSENT AGENDA

Subject Title: Comm. Dev. - Resolution to Withdraw the Linville Dam Boardwalk and Trail Project from the STBG-DA Program

Presented By: Shane Prisby

Summary of Information: Because of ongoing cash flow issues and the COVID-19 pandemic, NCDOT has halted projects statewide, including the Linville Dam Boardwalk and Trail.

The Community Development Department has been working with NCDOT and the Western Piedmont Council of Governments on what next steps can be taken. After these discussions, the Community Development Department feels that the best way forward for the project is to withdraw the project from the STBG-DA program and seek out other, more flexible opportunities that will have lower costs and impacts. Both NCDOT and the COG are understanding of the situation and the funding would be reassigned to a different project. There would be no cost or penalty to Burke County to return the funding as no money has been spent.

Community Development is requesting that the $100,000 grant match that was approved and budgeted by the Board as part of the FY 20 budget be reallocated to engineering and grant matches for construction. Community Development has begun discussions with Duke Energy on ways to incorporate this project with their Comprehensive Relicensing Agreement projects at the Linville Dam and Bridgewater Access sites.

Budgetary Effect: Return the $400,000 STBG-DA grant.

County Manager's Recommendation: Approval is recommended.

Suggested Motion: To adopt Resolution No. 2020-19 and reallocate the $100,000 grant match for engineering and construction of the project. Further, authorize the County Manager to execute any agreement to withdraw the project from the STBG-DA program on behalf of the Board, subject to review and/or revision by the County Attorney.

Burke County
North Carolina

Resolution to Withdraw the Linville Dam Boardwalk and Trail Project, EB-5934, from the STBG-DA Program

WHEREAS, the Greater Hickory Metropolitan Planning Organization (GHMPO) issued a call for projects to agencies in its jurisdiction for Surface Transportation Block Grant - Direct Attributable Funding (STBG-DA); and

WHEREAS, Burke County submitted an application and funding was programmed for the Fonta Flora State Trail for the Preliminary Engineering of the section of the Fonta Flora State Trail that extends from the intersection of Laurel Ridge Ct and N Powerhouse Rd across the Linville Dam to the Portage Trail, identified in the State Transportation Improvement Plan as EB-5934; and

WHEREAS, due to cash flow issues and the COVID-19 Pandemic, NCDOT has delayed the project from moving forward to the Preliminary Engineering Phase.

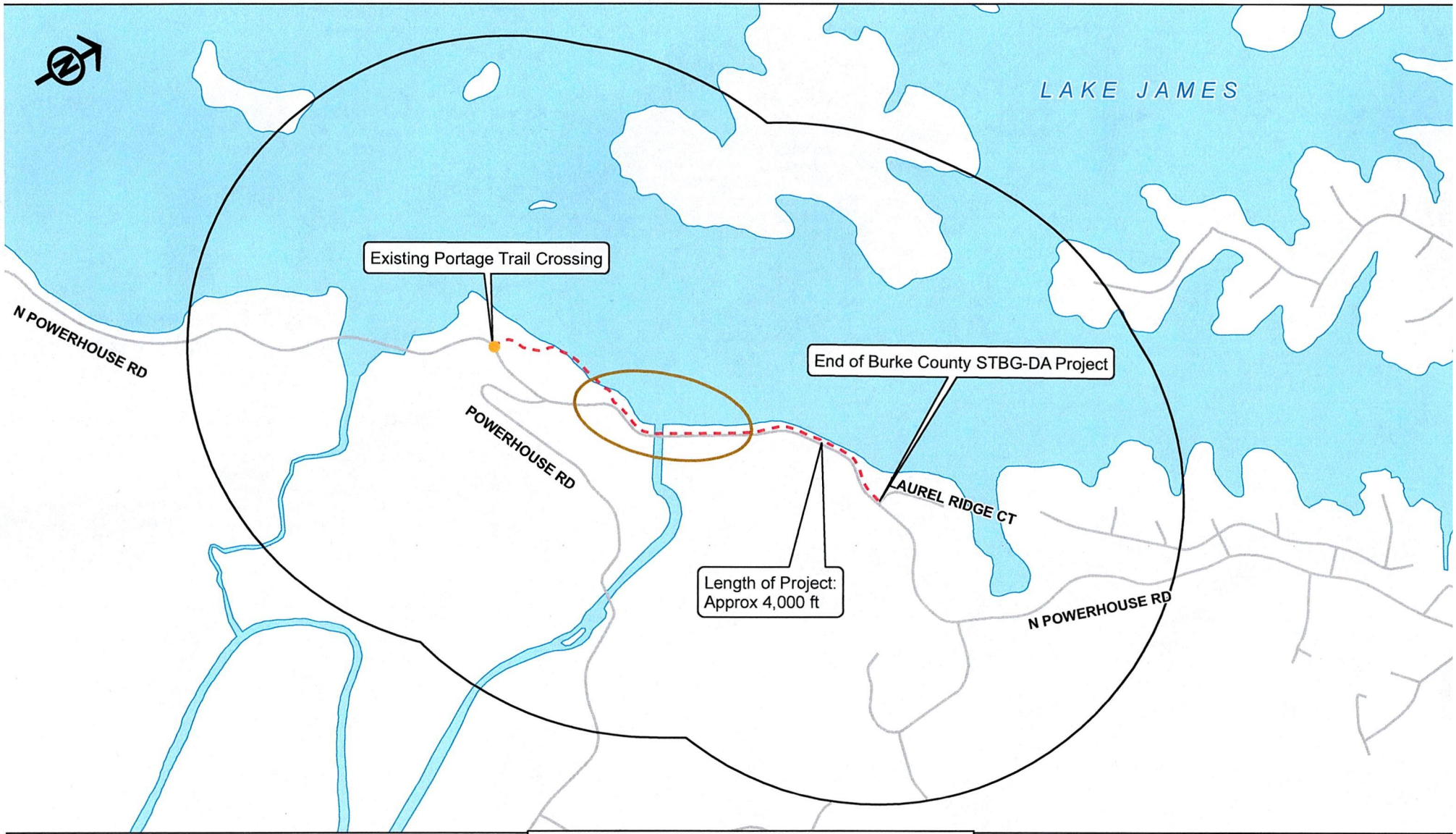
NOW THEREFORE, the Burke County Board of Commissioners resolves to withdraw the Linville Dam Boardwalk and Trail project, EB-5934, from the STBG-DA Program and seek other funding sources to complete the project.

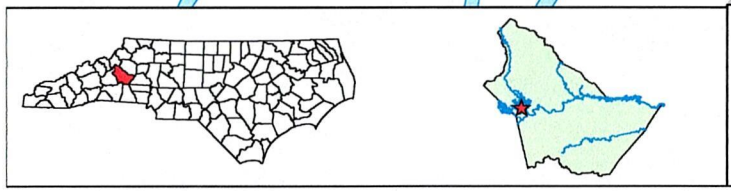
Adopted this 21st day of July 2020.

_____
Johnnie W. Carswell, Chairman
Board of Commissioners

Attest:

_____
Kay H. Draughn, CMC, NCMCC
Clerk to the Board





Fonta Flora State Trail
Primary Map - Linville Dam Boardwalk and Trail

BURKECOUNTY
ALL ABOUT ADVANCING

This map is not survey acccurate and is to be used for planning purposes only.

LEGEND

1/2 Mile Buffer

Proposed Trail Route

1:9,088

0 750 1,50

Burke County, North Carolina

Agenda Abstract

Meeting Date: July 7, 2020

CONSENT AGENDA

Subject Title: General Services - Solid Waste Division - LaBella Associates Annual Services FY20

Presented By: Miles Champion

Summary of Information: 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 to continue the operation of the landfill. The services are provided on an annual basis by LaBella Associates. Additional work required by the State includes quarterly landfill gas monitoring at Johns River, East Burke and Kirksey Drive Landfills; and design of Landfill Gas remediation at East Burke/Kirksey Dr. Landfills. A contract is needed to perform the engineering tasks required by NCDEQ Division of Waste Management. The proposed contract is attached to this item for review. (Note: Contracts over $90,000 require Board approval.)

Budgetary Effect: Funding for this expenditure was included in the FY 20-21 budget.

Task 01 - General Consulting (estimated)	$ 20,000
Task 02 - Semiannual Water Quality Sampling & Analysis (fixed)	$ 67,000
Task 03 - Semiannual Water Quality Reporting (fixed)	$ 26,500
Task 04 - Quarterly Landfill Gas Monitoring (fixed)	$ 9,000
Task 05 – Landfill Gas Extraction System O&M (fixed)	$ 5,500
Task 06 – Landfill Gas Remediation for East Burke and Kirksey Drive Landfills (estimated)	$ 30,000
Task 07 – Update of Johns River Facility SWPPP, SPCC Plans & NPDES Permits (fixed)	$15,000
Task 08 – Corrective Action Evaluation Report (CAER) (fixed)	$17,000
Task 09 – Waste Management Facility Operator Training (fixed)	$1,000
Total of proposed tasks	**$191,000**

County Manager's Recommendation: Approval is recommended.

Suggested Motion: To approve a contract with LaBella Associates for $191,000, subject to review and/or revision by the County Attorney and authorize the

County Manager to execute the contract on behalf of the Board.

Burke County - Fiscal Year July 2020 - June 2021 (FY-2021)

Projected Budgets for Environmental and Engineering Services

Task	Description	FY-2020 Budget	FY-2021 Budget	Type	Comments
1	General Consulting	$20,000	$20,000	T&E	
2	Water Quality Sampling & Analyses for Johns River, E. Burke, & Kirksey Dr. Landfills	$66,000	$67,000	FF	
3	Water Quality Reporting for Johns River, E. Burke, & Kirksey Dr. Landfills	$26,000	$26,500	FF	
4	Landfill Gas Monitoring for Johns River, E. Burke, & Kirksey Dr. Landfills	$8,000	$9,000	FF	
5	Landfill Gas Extraction Unit O&M (Johns River)	$6,000	$5,500	FF	
6	LFG Remediaiton @ E. Burke & Kirksey Dr. Landfills	$75,000	$30,000	T&E	CQA for Gas Trenches at E.Burke & Kirksey Dr. LFs.
7	Update of Johns River Facility SWPPP, SPCC Plans, & NPDES Permits		$15,000	FF	
8	Corrective Action Evaluation Report (CAER)		$17,000	FF	
9	Waste Management Facility Operator Training		$1,000	FF	Up to 8 people. County to provide venue and meals.
TOTALS:		$201,000	$191,000		

T&E = Time & Expense Task - Estimated budget to be billed monthly per LaBella 2020 Rate Schedule.
FF = Fixed Fee Task - Lump sum fee to be billed monthly on a percent-complete basis.

LaBella
Powered by partnership.

February 17, 2020

Miles Champion
County Engineer
Burke County
302 S. Center St., Suite E
Hildebran, NC 28637

RE: **Proposal for On-Site Waste Management Facility Operator Training**
Burke County, North Carolina
Project Number 2192989
Addendum No.: 0470-24

Dear Miles:

This letter proposal is regarding LaBella Associates (LaBella) providing Burke County, NC (BURKE) with an on-site, Waste Management Facility Operator (WMFO) training. As requested, we propose the following:

Course(s) to be Offered:

- A 1-day North Carolina Certified Landfill Operator course. (10 hours including exam)

Course Contents:

- Landfill Basics
- Regulations
- Equipment
- Environmental Compliance
- Finances
- Operations
- Waste Screening
- Safety

Continuing Education Units (CEUs)/Professional Development Hours (PDHs):

The course qualifies as continuing education for certified landfill operators in the State of North Carolina on an hour-by-hour basis, providing a minimum of 0.9 CEUs (or 9 Professional Development Hours (PDHs)) for the complete course.

Course Date/Location:
The course will be scheduled on a date mutually agreed upon by both parties.

Currently, the NC Certified Landfill Operator Course is scheduled to be on Wednesday, October 7, 2020, at the Foothills Higher Education Center.

Course Instructors:

The primary LaBella course instructor will be Jeff Fantell, John Abercrombie, or other LaBella certified instructor.

Attachment: LaBella - Burke Co 0470-24 ltr Op Train 02.17.20 (3096 : LaBella Associates Annual Services FY20-21)

LaBella
Joyce Training

Course Fee:

- Base Fixed Fee (up to 7 attendees).....$995
- Course per additional attendee beyond 7.....$75
    - *Certificates will not be issued to attendees until payment in full is received.*
    - *Students from outside Burke County will be allowed to attend and will register and pay LaBella directly. LaBella will reimburse Burke County for the meals of any outside attendees.*

Materials to be Provided:

- BURKE will provide the training facility and lunch for the students and instructor(s) each day class is held. The training facility will include seating and tables to accommodate all students and instructors, projector and screen for PowerPoint presentation, and a whiteboard or easel with writing pad and markers.
- LaBella will provide pens, highlighters, course manuals, PowerPoint slides, and instructors. LaBella will issue appropriate documentation of course completion to those in attendance. Additionally, LaBella will provide the Exam, evaluate and tabulate results, and issue NC Landfill Operator Certificates to candidates achieving passing marks.

If this proposal is acceptable, please sign and date this agreement letter and return via electronic mail or regular postal service. Upon receipt, we will sign original agreement letter and return one copy for your files. If you have any questions or comments, please call me at (804) 355-4520. We look forward to serving you and BURKE with your training needs.

Respectfully Submitted,
LaBella Associates

Jeffrey M. Fantell, P.E.
LaBella – Joyce Training Program Manager

Accepted by:
LaBella Associates, P.C.

_____
Name

_____
Title

_____
Date

Accepted by:
Burke County, NC

_____
Name

_____
Title

_____
Date

Attachment: LaBella - Burke Co 0470-24 ltr Op Train 02.17.20 (3096 : LaBella Associates Annual Services FY20-21)

LaBella
Powered by partnership.

February 17, 2020

Mr. Miles Champion
Burke County
P.O. Box 219
Morganton, NC 28680

Re: Professional Consulting Services
Burke County, North Carolina
Addendum No. 0470-23

Dear Miles:

LaBella Associates, P.C. (LaBella) appreciates the opportunity to offer professional consulting services to Burke County. For your review and consideration, we are attaching the following:

- Exhibit A: Scope of Services and Fees
- Exhibit B: LaBella Associates Current Rate Schedule
- Exhibit C: LaBella Associates Service Guarantees

This letter when executed and the attachments will together serve as an Addendum to Master Services Agreement (MSA) No. 0470, dated August 28, 2006, between Joyce Engineering, Inc. and Burke County (CLIENT), assigned to LaBella Associates, P.C. on January 1, 2019, and amended with Exhibit B incorporating LaBella's Current Rate Schedule. The proposed scope of services will be conducted under the Terms and Conditions of the aforementioned MSA and the Addendum.

If this Addendum is acceptable, please sign and date this letter, initial Exhibits A and B, and return all documents via electronic mail or regular mail. Upon receipt, we will sign, date, and initial all documents and return one fully executed addendum for your files.

We thank you for this opportunity and look forward to continuing our relationship with Burke County. If you have any questions concerning this proposal, please do not hesitate to contact me at (804) 355-4520.

Respectfully submitted,

LaBella Associates

Van Burbach, Ph.D., P.G.
Sr. Technical Consultant

Accepted by:

LaBella Associates, P.C.

_____
Signature

_____
Printed Name

_____
Title **Date**

Accepted by:

Burke County

_____
Signature

_____
Printed Name

_____
Title **Date**

1604 Ownby Lane | Richmond, VA 23220 | p (804) 355-4520 | f (804) 355-4282
www.labellapc.com

Attachment: LaBella - Burke Co FY-2021 0470-23 ADD Final 02.17.20 (3096 : LaBella Associates Annual Services FY20-21)

Exhibit A

Scope for Professional Environmental and Engineering Services

Johns River Waste Management Facility,
Kirksey Drive Landfill, & East Burke Landfill

BURKE COUNTY, NORTH CAROLINA

Background/Project Understanding

LaBella Associates, P.C. (LaBella) understands that Burke County requires professional engineering and environmental consulting services over the fiscal year from July 1, 2020, through June 30, 2021. The services to be provided include general consulting and continuing environmental monitoring and reporting for the County's three landfills: the active Johns River Waste Management Facility (Permit 12-03), the closed Kirksey Drive Landfill (Permit 12-01), and the closed East Burke Landfill (Permit 12-02).

The Johns River Waste Management Facility is located in the north-central portion of Burke County, north of Morganton, North Carolina. The 318-acre landfill property includes an old, unlined municipal solid waste (MSW) landfill covering 28 acres in the southwest corner of the landfill property which began operation in April 1988, but was closed in 1998 to comply with Rule .1627(c)(10)(A) of the North Carolina Solid Waste Management Rules (NCSWMR). Burke County operated a permitted Construction and Demolition (C&D) disposal area on top of the closed portions of the MSW landfill between 1998 and 2016. The C&D-over-MSW landfill was closed in 2016. The old C&D-over-MSW landfill is monitored under an assessment monitoring program and a corrective action program. The corrective action program includes monitored natural attenuation (MNA), phytoremediation, and control of landfill gas. A Corrective Action Evaluation Report (CAER) is required every five years. The next CAER is due following the second semiannual monitoring event of 2020.

An expansion of the Johns River C&D landfill is located northeast of the old landfill. The North Carolina Department of Environmental Quality (NCDEQ) issued a Conditional Approval of Site Suitability on February 28, 2014, which approved the northern halves of Phases 1 and 2 (designated 1A and 2A), and all of Phases 4 through 8; however, it did not grant site suitability for the southern halves of Phases 1 and 2 (1B and 2B) or Phase 3. A Permit to Operate Phase 1A was issued by NCDEQ on August 14, 2014. Phase 2A was completed and the NCDEQ issued a temporary permit to operate Phase 2A on November 7, 2018, while the County continued construction of Phase 4. We expect Phase 4 to be completed in 2020. Phases 1A, 2A, and 4 are monitored under a detection monitoring program.

The Kirksey Drive Sanitary Landfill is located approximately two miles northwest of downtown Morganton, North Carolina. The landfill has been closed to the reception of waste since 1985. The landfill operated as Burke County's MSW Landfill between 1968 and 1985.

The East Burke Landfill is located in eastern Burke County, North Carolina. The facility operated as an MSW landfill between 1972 and 1988 and has been closed to the reception of waste since 1988. Burke County operates a solid waste convenience center at the entrance of the closed landfill.

Attachment: LaBella - Burke Co FY-2021 0470-23 ADD Final 02.17.20 (3096 : LaBella Associates Annual Services FY20-21)

Task 01 – General Consulting (FY 2021)

A. Scope

The purpose of this task is to provide general consulting services to the County, on an as-requested or as-needed basis for the Johns River, East Burke, and Kirksey Drive Landfills. Services may include, but are not limited to, the following:

- Technical and operational assistance for the landfills and/or transfer station;
- Conceptual and preliminary engineering designs and drawings relating to the County's solid waste management program;
- Response to requests for information by NCDEQ, and assist with other correspondence and interaction with regulatory agencies on behalf of the County;
- Groundwater or surface-water resampling events required due to statistically significant increases or other sampling events beyond the scope of routine compliance monitoring;
- Preparation of Alternate Source Demonstrations, revisions of Water Quality Monitoring Plans or Corrective Action Plans, or other non-routine groundwater reporting;
- Landfill gas re-monitoring events due to exceedances or other regulatory issues;
- Development and/or implementation of Landfill Gas Remediation Plans, revision of Landfill Gas Management Plans, or other non-routine landfill gas reporting;
- Presentations to the County Board of Supervisors as requested to update and educate Board members on issues relating to the County's environmental program;
- General project management and administrative services relating to the consulting services described above; and
- Other services as the County may have need.

B. Deliverables

Specific deliverables will be determined on an as-needed basis.

C. Schedule

Schedules and fees for specific services will be determined as needed and will be approved by the County prior to initiating work.

D. Limitations

Client-generated activities beyond approved scopes or in excess of the estimated budget are subject to additional charges billed at hourly rates plus expenses or negotiated fees and may affect the project schedule accordingly.

E. Compensation

Estimated Budget **$ 20,000** **(To be billed on a time and expense basis.)**

Attachment: LaBella - Burke Co FY-2021 0470-23 ADD Final 02.17.20 (3096 : LaBella Associates Annual Services FY20-21)

Task 02 – Semiannual Water Quality Sampling & Analyses (FY 2021)

A. Scope

The scope of this task is to provide Burke County with the necessary environmental services to provide semiannual groundwater and surface water sampling and analytical services at the County's three solid waste management facilities in accordance with the NCSWMR. The requested services are groundwater and surface-water sampling (including a two-person crew, travel, equipment, and supplies), laboratory coordination, and subcontracted analytical fees, and the required reporting for two semiannual sampling events at each of the three sites (Johns River Landfill, Kirksey Drive Landfill, and East Burke Landfill). The two events include the second semiannual sampling event of 2020 and the first semiannual sampling event of 2021.

For the old landfill at the Johns River facility, this scope includes sampling six compliance monitoring wells and one field blank for the NC Appendix II list of constituents plus C&D parameters and 1,4-dioxane during the second semiannual event of 2020. Samples from the same locations will be analyzed for the NC Appendix I plus C&D parameters and detected Appendix II constituents plus 1,4-dioxane during the first semiannual event of 2021. In addition, four of the compliance wells will be sampled for MNA parameters required by the Corrective Action Plan (CAP) for the facility during both events. One other compliance well is sampled for only the Appendix I list plus C&D parameters during both events. Two sentinel wells will be sampled for the facility's constituents of concern [COCs - currently, eight volatile organic constituents (VOCs) plus beta-BHC and 1,4-dioxane], plus MNA parameters during the second semiannual event of 2020 only. Two surface water points will be analyzed for the Appendix I list plus detected Appendix II constituents and 1,4-dioxane during both events. A field blank and trip blank will also be collected.

For the C&D Expansion Area at the Johns River facility, including Phases 1A, 2A, and 4, six compliance wells will be sampled during both semiannual events for the NC Appendix I list of constituents plus C&D parameters and 1,4-dioxane, and one additional surface water point will be sampled for Appendix I list plus detected Appendix II constituents and 1,4-dioxane during both events. Also, five additional observation wells and piezometers in the area between the two landfills will be sampled for the VOCs that are on the old landfill's list of COCs, plus dissolved methane, as requested by the NCDEQ.

This scope also includes semiannual sampling for NC Appendix I constituents plus 1,4-dioxane for eight groundwater monitoring wells and three surface water monitoring points at the Kirksey Drive facility and four groundwater monitoring wells and two surface water monitoring points at the East Burke facility, plus one field blank and one trip blank for each facility. The sampling events for these facilities will be conducted in conjunction with the Johns River sampling events.

B. Deliverables

Deliverables under this task include performance of the above-described semiannual sampling events. Reporting for the second semiannual event of 2020 will be covered under Task 03 (Semiannual Water Quality Reporting) of this proposal; however, reporting for the first semiannual event of 2021 will be covered under the FY-2022 budget, yet to be contracted.

C. Schedule

The sampling events are scheduled for the last quarter of 2020 and the second quarter of 2021.

Attachment: LaBella - Burke Co FY-2021 0470-23 ADD Final 02.17.20 (3096 : LaBella Associates Annual Services FY20-21)

D. Limitations

- The fee for these services assumes that the sampling for all three sites is accomplished in one mobilization covering 4 consecutive days for each event.
- The fee for this task assumes no significant changes to the detected Appendix II constituents list or the COC list, or any other changes in sampling or analytical requirements due to detections, exceedances, or changes in regulations.
- These services do not include any charges associated with resampling events that may be warranted due to detections or exceedances or circumstances beyond LaBella's control.
- These services do not include any additional reporting associated with resampling events that may be warranted due to detections or exceedances, nor do they include alternate source demonstrations, negotiations with NCDEQ regarding exceedances, or any similar services.
- We propose to complete any resampling tasks and cover the costs of any additional analytical parameters or any additional reporting on a time-and-expense basis under a separate task (Task 01, General Consulting), if warranted.
- Client-generated activities beyond the above scope are subject to additional charges billed at hourly rates plus expenses or negotiated fees and may affect the project schedule accordingly.

E. Compensation

Fixed Fee	$67,000	(To be billed monthly on a percent complete basis.)

Attachment: LaBella - Burke Co FY-2021 0470-23 ADD Final 02.17.20 (3096 : LaBella Associates Annual Services FY20-21)

Task 03 – Semiannual Water Quality Reporting (FY 2021)

A. Scope

The scope of this task is to provide Burke County with the necessary environmental services to provide required reporting associated with semiannual groundwater and surface water sampling at the County's three solid waste management facilities in accordance with the NCSWMR. This task includes preparation and submittal of two Semiannual Water Quality Monitoring Reports (each) for the Johns River old C&D-over-MSW Landfill, the Johns River C&D Expansion Landfill, the Kirksey Drive Landfill, and the East Burke Landfill, for a total of eight reports. One set of reports will be for the first semiannual sampling event of 2020, and one will be for the second semiannual sampling event of 2020. (Reporting for the 1st semiannual event of 2021 will be covered under the FY-2022 budget, yet to be contracted.) The reporting services may include the following: laboratory data review and evaluation, data table updates, groundwater map updates, statistical analyses of results, Biochlor modeling (once per year), trend analysis, MNA evaluation, report updates and review, as well as production and submittal costs, as appropriate for each site and each event.

B. Deliverables

Deliverables will include the following reports:

- 14-Day Exceedance and/or Appendix II Detections Letter for the Johns River Waste Management Facility, as required by the NCSWMR for the First Semiannual Monitoring Event of 2020.
- First Semiannual Water Quality Monitoring Report of 2020 – Johns C&D-over-MSW Landfill, Permit # 12-03.
- First Semiannual Water Quality Monitoring Report of 2020 – Johns River C&D Expansion Landfill, Permit # 12-03.
- First Semiannual Water Quality Monitoring Report of 2020 – East Burke Landfill, Permit # 12-02.
- First Semiannual Water Quality Monitoring Report of 2020 – Kirksey Drive Landfill, Permit # 12-01.
- 14-Day Exceedance and or Appendix II Detections Letter for the Johns River Waste Management Facility, as required by the NCSWMR for the Second Semiannual Monitoring Event of 2020.
- Second Semiannual Water Quality Monitoring Report of 2020 – Johns C&D-over-MSW Landfill, Permit # 12-03.
- Second Semiannual Water Quality Monitoring Report of 2020 – Johns River C&D Expansion Landfill, Permit # 12-03.
- Second Semiannual Water Quality Monitoring Report of 2020 – East Burke Landfill, Permit # 12-02.
- Second Semiannual Water Quality Monitoring Report of 2020 – Kirksey Drive Landfill, Permit # 12-01.

Attachment: LaBella - Burke Co FY-2021 0470-23 ADD Final 02.17.20 (3096 : LaBella Associates Annual Services FY20-21)

C. Schedule

- In accordance with NCSWMR requirements, Semiannual Water Quality Monitoring Reports (WQMRs) will be submitted to the NCDEQ within 120 days of completion of their respective sampling events. Draft WQMRs will be submitted to the County for review at least 7 calendar days prior to their respective due dates to the NCDEQ.
- If required, GPS Exceedance Letters and/or Appendix II Detections Letters will be submitted to the NCDEQ within 14 days of the finding as required by the NCSWMR.

D. Limitations

- These services do not include any additional reporting associated with resampling events that may be warranted due to detections or exceedances, nor do they include alternate source demonstrations, negotiations with NCDEQ regarding exceedances, or any similar services. We will provide these services on a time-and-expense basis under Task 01 (General Consulting), if warranted.
- Note that we do not currently have a surveyed map or surveyed locations/elevations for wells at the East Burke Landfill, and these costs are not included in this Task. If the NCDEQ requires and/or the County wishes to upgrade the WQMRs for East Burke to include well information, groundwater elevation tables, and groundwater maps, these services will be provided on a time-and-expense basis under Task 01 (General Consulting).
- Client-generated activities beyond the above scope are subject to additional charges billed at hourly rates plus expenses or negotiated fees and may affect the project schedule accordingly.

E. Compensation

Fixed Fee	$26,500	(To be billed monthly on a percent complete basis.)

Attachment: LaBella - Burke Co FY-2021 0470-23 ADD Final 02.17.20 (3096 : LaBella Associates Annual Services FY20-21)

Task 04 – Quarterly Landfill Gas Monitoring (FY 2021)

A. Scope

The scope of this task is to provide Burke County with the environmental services necessary to comply with NCSWMR with regards to quarterly landfill gas (LFG) monitoring at the Johns River, Kirksey Drive, and East Burke facilities. This Task includes the quarterly monitoring of 10 existing gas probes and 16 designated monitoring points, including all structures, at the Johns River Waste Management Facility.

For the Kirksey Drive Landfill, this Task includes the monitoring of six existing gas probes, the County animal shelter, and the Friends-for-Animals (SPCA) building during all four quarterly events. For the East Burke Landfill, this task includes monitoring of six existing gas probes during all four quarterly events.

B. Deliverables

A summary letter for each site will be prepared and submitted to Burke County along with the monitoring logs after each quarterly monitoring event. In the event of a reportable exceedance of regulatory gas concentrations in one or more of the probes or monitoring points, and/or at Burke County's request, copies of the reports may also be submitted to NCDEQ as required by the NCSWMR.

C. Schedule

The quarterly monitoring events will be performed in the third and fourth quarters of 2020 and the first and second quarters of 2021. The fourth and second quarter events will be performed in conjunction with the semiannual water quality monitoring events. Quarterly landfill gas monitoring reports for each site will be delivered to the County within 30 days of the monitoring events. If there are exceedances of regulatory requirements, notification of the exceedances will be submitted to the NCDEQ within 5 business days of the monitoring event as required by the NCSWMR.

D. Limitations

- The fee for this task assumes that landfill gas monitoring events scheduled for the fourth quarter of 2020 and the second quarter of 2021 will be performed in the same mobilization as the water quality sampling events scheduled for those quarters.
- This proposal does not include any additional remonitoring events or additional reporting or communications necessitated by exceedances or circumstances beyond LaBella's control. Remonitoring events and/or related services will be performed on a time-and-expense basis under a separate task (Task 01, General Consulting), if warranted.
- Client-generated activities beyond the above scope are subject to additional charges billed at hourly rates plus expenses or negotiated fees and may affect the project schedule accordingly.

E. Compensation

Fixed Fee	**$ 9,000**	(To be billed monthly on a percent complete basis.)

Attachment: LaBella - Burke Co FY-2021 0470-23 ADD Final 02.17.20 (3096 : LaBella Associates Annual Services FY20-21)

Task 05 –Landfill Gas Extraction System O&M (FY 2021)

A. Scope

The scope of this task is to provide Burke County with the environmental services necessary to maintain the landfill gas extraction unit (GEU) at the Johns River facility. This task includes quarterly balancing of the seven gas vents on the old landfill and quarterly system checks for the GEU and flare equipment. These quarterly events will be conducted in conjunction with the quarterly landfill gas monitoring events described in Task 04, and so will require no additional travel time or equipment costs.

The quarterly system checks for the GEU will include visual inspection of the GEU/skid components, checking the differential pressure at the knockout pot, the differential pressure at the flame arrester, condensate levels in the knockout site tube and adjacent manhole, propane tank level, and visual inspection of the control panel. It may also include performing a shutdown and startup to make sure all components are in working order.

Also included in the scope for this Task is an annual system maintenance and cleaning event, including cleaning the demister pad in the knockout pot and the flame arrester by spraying with an air compressor or power washer.

B. Deliverables

There are no physical deliverables for this Task other than communication with the County regarding any issues encountered during O&M events.

C. Schedule

The quarterly O&M events will be performed in the third and fourth quarters of 2020 and the first and second quarters of 2021, in conjunction with the LFG monitoring events, beginning with the first quarter after startup of the GEU.

The annual maintenance and cleaning event will be tentatively scheduled for the second quarter 2021.

D. Limitations

- The fee for this task assumes that the quarterly LFG O&M events will be performed in the same mobilization as the LFG monitoring events described in Task 04.
- The scope and fee for this Task do not include any additional O&M events or related services required due to problems with the GEU or other issues beyond LaBella's control. Such activities, if needed, will be performed on a time-and-expense basis under a separate task (Task 01, General Consulting), if warranted.
- The scope and fee for this task do not include any repairs to the GEU other than routine adjustments and cleaning. Repairs, if needed, will be performed on a time-and-expense basis under a separate Task (Task 01, General Consulting), or they may be subcontracted out, if warranted.
- Client-generated activities beyond the above scope are subject to additional charges billed at hourly rates plus expenses or negotiated fees and may affect the project schedule accordingly.

E. Compensation

Fixed Fee **$ 5,500** (To be billed monthly on a percent complete basis.)

Attachment: LaBella - Burke Co FY-2021 0470-23 ADD Final 02.17.20 (3096 : LaBella Associates Annual Services FY20-21)

Task 06 – Landfill Gas Remediation for the East Burke and Kirksey Drive Landfills

A. Scope

The purpose of this task is to provide consulting services to the County for the closed East Burke and Kirksey Drive Landfills, for implementation of the Landfill Gas Remediation Plans approved by the NCDEQ in 2018. Services may include, but are not limited to, the following:

- Planning, coordination, and supervision for the installation of 3 gas intercept trenches totaling approximately 500 linear feet at the East Burke Landfill;
- Planning, coordination, and supervision for the installation of 3 gas intercept trenches totaling approximately 400 linear feet at the Kirksey Drive Landfill;
- Preparation of Landfill Gas Remediation Reports for the East Burke and Kirksey Drive Landfills; and
- General project management and administrative services relating to the consulting services described above.

B. Deliverables

Deliverables will include:

- A Landfill Gas Remediation Report for the East Burke Landfill; and,
- A Landfill Gas Remediation Report for the Kirksey Drive Landfill.

C. Schedule

- The pre-bid site visit will be scheduled within 30 days of County approval of the bid-phase documents or as negotiated with the County and/or NCDEQ.
- Gas intercept trench construction will be scheduled within 60 days of the pre-bid site visit or as negotiated with the County, the construction contractor, and/or NCDEQ.
- Gas intercept trench construction will be completed within 30 days of beginning of construction or as negotiated with the County, the construction contractor, and/or NCDEQ.
- The Landfill Gas Remediation Reports will be submitted to the County for review and then to the NCDEQ within 30 days of completion of all gas intercept trench installations.

D. Limitations

- The estimated budget does not include contractor or material costs for installation of the gas intercept trenches as it is assumed these costs will be billed directly to the County by the contractor.
- The estimated budget assumes the six intercept trenches will take no more than ten days to install and that they will all be done within a consecutive two-week period. If due to weather, contractor issues, or other factors beyond LaBella's control, the installation takes longer, additional budget may be required.
- These scope and estimated budgets do not include any surveying that may be required either before or after construction of the gas vents and trenches.
- Client-generated activities beyond approved scopes or in excess of the estimated budget are subject to additional charges billed at hourly rates plus expenses or negotiated fees and may affect the project schedule accordingly.

E. Compensation

Estimated Budget **$ 30,000** **(To be billed on a time and expense basis.)**

Attachment: LaBella - Burke Co FY-2021 0470-23 ADD Final 02.17.20 (3096 : LaBella Associates Annual Services FY20-21)

Task 07 – SWPPP, SPCC Plan, and NPDES Permit Updates for the Johns River Facility

A. Scope of Services

This task includes providing professional consulting services to Burke County to update the Storm Water Pollution Prevention Plans (SWPPPs) for the Johns River Landfill and the Garage and Operations Area at the Johns River Facility. This task will also include the preparation of a Spill Prevention, Control, and Countermeasure (SPCC) Plan for the facility. The following bullet outline summarizes the professional services proposed for this task:

- Perform a site visit to conduct on-site assessment and evaluation of current conditions, including aboveground oil storage tanks, containers, spill control structures, potential pollutant sources, and storm water management structures;
- Update the facility's Storm Water Control Map to reflect current conditions and permit requirements, including the size of the property, location and extent of significant structures and impervious surfaces, locations of all storm water conveyances, pathways of storm water flow, drainage basin boundaries and the number and location of storm water outfalls;
- Provide monitoring instructions and a schedule for reporting monitoring results;
- Submit draft SWPPPs and SPCC Plan for review by Burke County;
- Finalize the SWPPPs and SPCC based on the County's comments and submit to the County for incorporation into their Operating Records; and
- Prepare applications to renew the Facility's NPDES permits and submit them to NCDEQ.

B. Deliverables

The deliverables for this task are:

- Updated SWPPP for the Johns River Landfill;
- Updated SWPPP for the Johns River Garage and Operations Area;
- Updated SPCC plan for the Johns River Facility; and
- Updated NPDES Permit Applications.

C. Schedule

The draft documents will be completed within 75 calendar days of complete execution of this addendum, and subject to the limitations provided below. The final SWPPPs and SPCC plan will be completed and submitted to Burke County within 15 calendar days after receiving the County's comments. The NPDES Permit Applications will be submitted to NCDEQ within 30 calendar days of completing the final SWPPPs and SPCC Plan.

Attachment: LaBella - Burke Co FY-2021 0470-23 ADD Final 02.17.20 (3096 : LaBella Associates Annual Services FY20-21)

D. Limitations

The associated fee is based on the following assumptions:

- If applicable, any NCDEQ fees will be paid directly by the County and are not included in the proposed fee.
- This task does not include the preparation of detailed design, technical specifications, or record drawings. No surveying is included in this task.
- This task does not include any meetings other than the initial site visit that may be conducted with the County or NCDEQ. Should meetings be required relating to the SWPPP and SPCC, time and expenses will be charged in accordance with LaBella's current rate schedule under a separate task (Task 01 – General Consulting).
- This task assumes that the storm water management system is adequate for the facility. If major changes to the storm water management system are required, design of those changes are not included as part of this scope of services.
- It is understood that the scope of services for this project does not include preparation of responses to comments from regulators that may result from their review of the SWPPP and SPCC joint plan during a site inspection. If required, responses to regulatory comments will be handled under a separate task (Task 01 – General Consulting).
- Client-generated activities beyond the above scope are subject to additional charges billed at hourly rates plus expenses or negotiated fees and may affect the project schedule accordingly.

E. Compensation

Fixed Fee	$15,000	(To be billed on a percent complete basis.)

Attachment: LaBella - Burke Co FY-2021 0470-23 ADD Final 02.17.20 (3096 : LaBella Associates Annual Services FY20-21)

Task 08 – Corrective Action Evaluation Report (CAER)

A. Scope

The scope of this task is to provide Burke County with the necessary environmental services to provide required reporting associated with corrective action at the John's River Waste Management Facility in accordance with the NCSWMR. The Corrective Action Plan (CAP) and the NCSWMR require a Corrective Action Evaluation Report (CAER) every five years. The next CAER is due after the second semiannual monitoring event of 2020.

The corrective action program for the C&D-over-MSW landfill includes monitored natural attenuation (MNA), phytoremediation, and control of landfill gas. The CAER must evaluate all three remedies and their effectiveness over the last five years. The CAER will include plume maps for all Constituents of Concern (COCs), plus total volatile organic compounds (VOCs), and cross sections showing the vertical extend of the total VOC plume. The COCs include:

- Benzene;
- 1,4-Dichlorobenzene;
- Methylene chloride;
- Tetrachloroethene (PCE);
- Trichloroethene (TCE);
- 1,1-Dichloroethane;
- 1,2-Dichloroethane;
- Vinyl chloride.
- alpha-BHC
- beta-BHC
- 1,4-dioxane
- Cobalt

The CAER will also include review and evaluation last 5 years of data, including water quality data, MNA data, and landfill gas data. Trend charts for all COCs will be prepared, and any changes in the physical and/or chemical characteristics of the plume or the aquifer will be evaluated. The MNA remedy will be evaluated using Biolchlor modeling and the USEPA MNA matrix evaluation. The effectiveness of phytoremediation and control of landfill gas will also be evaluated. The CAER will then make recommendations regarding continuance and/or needed changes to the corrective action program.

The CAER will be prepared in conjunction with the Second Semiannual Water Quality Monitoring Report (WQMR) of 2020, covered under Task 03.

B. Deliverables

Deliverables will include the following reports:

- One CAER.

C. Schedule

- In accordance with the NCSWMR, the CAER must be submitted to the NCDEQ in conjunction with the Second Semiannual WQMR of 2015 within 120 days of completion of the second semiannual sampling event of 2020. LaBella will submit a draft CAER to the County to review at least 7 calendar days prior to the due date to the NCDEQ.

Attachment: LaBella - Burke Co FY-2021 0470-23 ADD Final 02.17.20 (3096 : LaBella Associates Annual Services FY20-21)

D. Limitations

- The scope and fee for this task assumes no new constituents of concern are added to the facility COC list, and that no additional sampling or monitoring activities are required beyond those described in Tasks 02 and 04 of this proposal.
- The scope and fee for this task do not include any response to NCDEQ comments or requests for additional information after the CAER is submitted.
- The scope and fee for this task do not include any costs of implementing changes to the corrective action program or monitoring programs that may be recommended by the CAER or required by the NCDEQ.
- Client-generated activities beyond the above scope are subject to additional charges billed at hourly rates plus expenses or negotiated fees and may affect the project schedule accordingly.

E. Compensation

Fixed Fee	$17,000	(To be billed monthly on a percent complete basis.)

Attachment: LaBella - Burke Co FY-2021 0470-23 ADD Final 02.17.20 (3096 : LaBella Associates Annual Services FY20-21)

Task Fee Summary Table

FY 2021 Environmental and Engineering Consulting Services		
Task 01	General Consulting (Johns River, East Burke, & Kirksey Drive Landfills)	$20,000 (estimated budget)
Task 02	Semiannual Water Quality Sampling & Analysis (Johns River, East Burke, & Kirksey Drive Landfills)	$67,000 (fixed fee)
Task 03	Semiannual Water Quality Reporting (Johns River, East Burke, & Kirksey Drive Landfills)	$26,500 (fixed fee)
Task 04	Quarterly Landfill Gas Monitoring (Johns River, East Burke, & Kirksey Drive Landfills)	$9,000 (fixed fee)
Task 05	Gas Extraction Unit O&M (Johns River)	$5,500 (fixed fee)
Task 06	Landfill Gas Remediation for East Burke and Kirksey Drive Landfills	$30,000 (estimated budget)
Task 07	Update of Johns River Facility SWPPP, SPCC Plans, & NPDES Permits	$15,000 (fixed fee)
Task 08	Corrective Action Evaluation Report (CAER)	$17,000 (fixed fee)
	TOTAL	$190,000

_____ (Initials)
LaBella Associates, P.C.

_____ (Initials)
Burke County

Attachment: LaBella - Burke Co FY-2021 0470-23 ADD Final 02.17.20 (3096 : LaBella Associates Annual Services FY20-21)

Exhibit B

LABELLA ASSOCIATES
Professional Rate Schedule

Fees for professional services include time incurred on a specific project by professional, technical, and administrative personnel and administrative fees, reimbursable expenses, consultant fees, vehicle expenses, and field expenses. Personnel charges are portal-to-portal from our office or from overnight accommodations when out of town. Personnel charges are not made for overhead work such as general secretarial services, office management, and accounting. The following hourly rates and expenses are subject to annual adjustments based on a calendar year.

Technical Staff

	Engineering	Environmental
Senior Technical Consultant	$180	$163
Technical Consultant	$150	$136
Senior Project Consultant	$130	$116
Project Consultant	$117	$ 94
Staff Consultant	$ 93	$ 74
Field Consultant	$ 64	$ 64

Computer-Aided Design and Drafting Staff

Senior CADD Designer	$ 96
CADD Designer	$ 92
CADD Operator	$ 73

Administrative Staff

Technical Assistant	$ 57

Corporate Management

Principal	$255
Division Director	$200

Attachment: LaBella - Burke Co FY-2021 0470-23 ADD Final 02.17.20 (3096 : LaBella Associates Annual Services FY20-21)

EXPENSES AND FEES

Administrative Fees

A five (5) percent administrative fee will be added to the total invoice amount in lieu of postage, phone, plotting, internal photocopying, and CADD expenses.

Reimbursable Expenses and Consultant Fees

When directly related to a project, the reimbursable expenses and consultant fees will be billed at cost plus 15 percent:

Consultant: The fees of consultants to LaBella Associates, who may perform surveying, geotechnical, electrical, structural, mechanical, laboratory, drilling or other technical or consulting services.

Copy and Reproduction Services: Copy and reproduction expenses include the cost of using professional copy and reproduction.

Delivery: Delivery expenses include the cost of using delivery and express services.

Travel: Travel expenses include the cost of airfare, taxi, rental cars and fuel, tolls, and parking. Employee vehicle reimbursement will be the current IRS standard mileage rate.

Lodging: Lodging expenses include the cost incurred during project related travel.

Meal: Meal expenses include the cost incurred during project related travel.

Miscellaneous: Miscellaneous expenses include the cost of expendable field supplies and other expenses directly incurred during a project.

Vehicle Expenses

When directly related to a project, the following vehicle expenses will be billed at our calculated costs as Units:

Vehicle Expense: Vehicle expense includes the daily costs for the use of company field vehicles and fuel.

	Units	Unit Cost
Vehicle Expense	Per half-day	$ 100.00
Vehicle Expense	Per day	$ 150.00
Vehicle Expense	Per week	$ 450.00
Vehicle Expense	Per month	$1,350.00

NOTE: When LaBella Associates company vehicles are not available for a project, travel expenses as listed in the reimbursable expenses section will apply.

Attachment: LaBella - Burke Co FY-2021 0470-23 ADD Final 02.17.20 (3096 : LaBella Associates Annual Services FY20-21)

FIELD EXPENSES

When directly related to a project, the following field expenses will be billed at our calculated costs as Units:

Field Equipment Rentals	Units	Unit Cost
Electronic Water Level Meter	Per day	$ 15.00
Field Meters – Conductivity/Temperature/pH	Per day	$ 25.00
Field Meters – Redox (ORP)	Per day	$ 15.00
Field Meters – Turbidity	Per day	$ 15.00
Field Meters – Dissolved Oxygen/Temperature	Per day	$ 30.00
Field Meters – Oakton Colorimeter (Chlorine)	Per day	$ 50.00
Hand Auger	Per day	$ 10.00
Combustible Gas Monitor (GEM 2000)	Per day	$ 150.00
Combustible Gas Monitor (GEM 5000)	Per day	$ 175.00
Combustible Gas Monitor (RKI) w/magnehelic gauge	Per day	$ 100.00
Multi-Gas Monitor (QRAE II)	Per day	$ 50.00
Photovac Micro-FID	Per day	$ 100.00
Converter Box – Redi-Flo Grundfos	Per day	$ 55.00
Pump – 12-v Electrical Submersible	Per day	$ 15.00
Pump – QED Well Development Pump	Per day	$ 45.00
Pump – 12-v Stainless Steel Pump w/Converter Box	Per day	$ 100.00
Pump – QED Bladder Pump	Per day	$ 45.00
Pump – Geotech Perastaltic	Per day	$ 40.00
QED MP-15	Per day	$ 100.00
CO_2 Tank Refill	Each	$ 20.00
NO_2 or O2 Tank Refill	Each	$ 40.00
QED Air Compressor	Per day	$ 40.00
YSI Pro + Flow Cell	Per day	$ 100.00
QED Control Box	Per day	$ 40.00
Generator	Per day	$ 75.00
Tier II Probe	Each	$ 100.00
VFD Gas Extraction Unit (7.5 HP)	Per week	$ 750.00
VFD Gas Extraction Unit (7.5 HP)	Per month	$2,000.00
VFD Gas Extraction Unit (2.0 HP)	Per day	$ 250.00
VFD Gas Extraction Unit (2.0 HP)	Per week	$ 750.00
Digital Manometer	Per day	$ 35.00
Gas Extraction Unit (≤2 HP)	Per week	$ 350.00
Gas Extraction Unit (≤2 HP)	Per month	$1,050.00
Gas Flare Unit	Per month	$ 400.00
Drone Equipment	Per day	$ 320.00

NOTE: When LaBella Associates equipment is not available for a project, equipment charges will be billed at rental cost plus 15 percent.

_____	_____
LaBella	**CLIENT**
Initials	Initials

Attachment: LaBella - Burke Co FY-2021 0470-23 ADD Final 02.17.20 (3096 : LaBella Associates Annual Services FY20-21)

EXHIBIT C

SERVICE GUARANTEES©

provided by

LaBella Associates

LaBella Associates and our project teams are excited to offer the following "service guarantees" to Burke County:

I. If we are late for a meeting with you, there will be no charge for that meeting time.

II. For tasks contracted on a time and materials basis, you will not be billed for professional services performed for these tasks after the scheduled completion date.

III. For tasks contracted on a lump sum basis, your agreed upon fee will be reduced by 10 percent, in the unlikely event we do not meet the agreed-upon schedule for those tasks.

If you have any questions about the above listed guarantees, please call us.

Signed: _____ Division Director	Signed: _____ Project Manager
Dated: February 17, 2020	Dated: February 17, 2020

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Attachment: LaBella - Burke Co FY-2021 0470-23 ADD Final 02.17.20 (3096 : LaBella Associates Annual Services FY20-21)

Burke County, North Carolina

Agenda Abstract

Meeting Date: July 7, 2020

CONSENT AGENDA

Subject Title: Tax Dept. - Tax Collection Report for June 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 June 30, 2020. It reflects the status of collections by the Burke County Tax Collection's Staff. Included is the status comparing Collections to Levy and comparing Collections to Budget. Levy information is for Property Tax only and does not include the Vehicle Tax.

The information below is comparing Tax Collections to the Tax Levy. Tax Levy is the total taxable property value times the tax rate. The levy changes monthly with the addition of discoveries, other changes or corrections and when Public Utility values are added.

Category	Tax Levy	Amount Collected YTD	Balance to Collect	% Collected
Property Tax	$44,876,918.00	$	$	%

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	$		%
Delinquent Taxes	$650,000.00	$		%
Late List Penalty	$250,000.00	$		%

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	$		%
Motor Vehicle Tax	$4,600,000.00	$	$	%

Budgetary Effect: None.

County Manager's Recommendation: Approval is recommended.

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

Burke County, North Carolina

Agenda Abstract

Meeting Date: July 7, 2020

CONSENT AGENDA

Subject Title: Tax Dept. - Release Refund Report for June 2020

Presented By: Danny Isenhour

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

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

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

Tax System Refunds and Releases				
	Report Amount	**Rebilled Amount**	**Net Release**	**Refund Amount**
Releases (TR-304)	$	$	$	$

VTS Refunds Over $100	
	Refund Amount
VTS Adjustments	$

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

**Note: The closure of County Offices and the Stay-In-Place order may have contributed to the lower than usual releases and refunds.

Budgetary Effect: None.

County Manager's Recommendation: Approval is recommended.

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

Burke County, North Carolina

Agenda Abstract

Meeting Date: July 7, 2020

ITEMS FOR DECISION

Subject Title: Clerk - Appointments to Animal Advisory Board (Place Holder)

Presented By: Lance Riddle

Summary of Information: Concerning the Animal Advisory Board, the terms of appointment for Alan Keller (Seat 1, 501(c)(3) Rescue or Foster Agency), Amy Burnette (Seat 3, BOH Member or Designee), Jeff Robinson (Seat 5, Law Enforcement excluding Animal Control) and Megan Bradley (Seat 7, At large pet owner) ends July 31st. Mr. Keller is not seeking reappointment, but Ms. Burnette and Ms. Bradley are. However, Ms. Bradley wishes to be considered for Seat No. 1. The term is two (2) years. There are several applications on file.

Budgetary Effect: N.A.

County Manager's Recommendation: Approval is recommended.

Suggested Motions: To appoint _____ (Seat 1, 501(c)(3) Rescue or Foster Agency) to the Animal Advisory Board for a 2-year term ending July 31, 2022. Applications on file: Megan Bradley, Kristina Suttles or Carla Wallace.

To reappoint Amy Burnette (AAB Seat 3, BOH Member or Designee) for a 2-year term ending July 31, 2022.

To reappoint or appoint _____ (AAB Seat 5, Law Enforcement Excluding AC) for a 2-year term ending July 31, 2022. Applications on file: None.

To appoint _____ (AAB Seat 7, At-large Pet Owner) for a 2-year term ending July 31, 2022. Applications on file: None.

Animal Advisory Board
7-Members
2-Year Terms
County Code of Ordinance

Seat No.	Representing	Name-Address		Term
1	501c3 Rescue or Foster Agency	Alan Keller	A TE	8/21/2018 7/31/2020
2	Vet. Practicing or Retired	Dr. Linda Schilkowsky	A-UT R TE	5/21/2019 7/16/2019 7/31/2021
3	Board of Health Member or Designee Excluding Dir.	Amy Burnette	A R TE	7/18/2017 8/21/2018 7/31/2020
4	At-Large Pet Owner	Debbie Hawkins	A TE	7/16/2019 7/31/2021
5	Law Enforce. Excluding Animal Control	Jeff Robinson	A R TE	7/18/2017 8/21/2018 7/31/2020
6	501c3 Rescue or Foster Agency	Gwen Stephens	A TE	7/16/2019 7/31/2021
7	At-Large Pet Owner	Megan Bradley	A-UT TE	11/19/2019 7/31/2020

Attachment: AAB Roster (3102 : Appointments to Animal Advisory Board (Place Holder))

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

Contact: Debbie Hawkins

BURKE COUNTY
APPOINTMENT APPLICATION
BOARDS AND COMMITTEES

Name: Megan Bradley Date: 06/26/2020

Address: 1979 US 70 E

City: Morganton State: NC Zip: 28655

Telephone: Home: _____ Business: _____

Cell: 828-764-1703 Email: _____

Occupation: IT Administrative Specialist I

Retired from: Still employed.

How did you hear about this opportunity? Current member of the Animal Advisory Board

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

If so, please identify the board or committee: Animal Advisory Board and Dangerous Animal Appeals Board

Community interest and activities:

Animal rescue and welfare, Spay and Neuter, and Animal Behavior.

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. Animal Advisory Board
2. Dangerous Animal Appeals Board
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: 1-26-18

Attachment: Burke County Committee Application - Megan Bradley 06.26.2020 (3102 : Appointments to Animal Advisory Board (Place Holder))

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

I am interested in serving on this board to collaborate with others who have the same values and goals of animal welfare to improve the wellbeing of animals in our county and spay and neuter to help decrease the number of unwanted pets in our community.

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

Please disclose any business or personal relationships that may be considered a conflict of interest, if selected to serve on a board or committee: None.

Remarks: _____
(OPTIONAL)

Signature: _____ 6/26/2020
(ORIGINAL SIGNATURE REQUIRED)
(SIGNING INDICATES AGREEMENT TO ABIDE BY THE BURKE COUNTY CODE OF ETHICS.)

Return to:

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

Attachment: Burke County Committee Application - Megan Bradley 06.26.2020 (3102 : Appointments to Animal Advisory Board (Place Holder))

BURKE COUNTY
APPOINTMENT APPLICATION
BOARDS AND COMMITTEES

Name: Amy L. Burnette Date: 6/26/2020

Address: 1240 Watermill Rd

City: Morganton State: NC Zip: 28655

Telephone: Home: N/A Business: 828-764-9240

Cell: 828-448-8185 Email: amy.burnette@burkenc.org

Occupation: Administrative Assistant

Retired from: N/A

How did you hear about this opportunity? Current Board Member

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

If so, please identify the board or committee: Animal Advisory Board

Community interest and activities:

N/A

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

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

1. Animal Advisory Board
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?

Board of Health Designee

Revised: 1-26-18

Attachment: Amy Burnette App (3102 : Appointments to Animal Advisory Board (Place Holder))

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

I am currently an AAB member. I feel we are FINALLY making a difference for the animals of Burke County

Are you willing to attend board or committee meetings on a regular basis? X 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: NONE
(OPTIONAL)

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

Return to:

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

Attachment: Amy Burnette App (3102 : Appointments to Animal Advisory Board (Place Holder))

BURKE COUNTY
APPOINTMENT APPLICATION
BOARDS AND COMMITTEES

Name: Kristina Suttles Date: 6/29/20

Address: 6140 rich mountain road

City: Morganton State: NC Zip: 28655

Telephone: Home: Business: 3367456944

Cell: 3367456944 Email: Kristinasuttles361@gmail.com

Occupation: Burke County Friends for Animals

Retired from: N/a

How did you hear about this opportunity? News herald

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

If so, please identify the board or committee: _____

Community interest and activities:

Adopting animals to their forever homes, Local adoption Events. Etc

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. Animal advisory Board
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: 1-26-18

Attachment: Kristina Suttles App (3102 : Appointments to Animal Advisory Board (Place Holder))

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

I am interested in serving on this particular board, for I love working with the rescue, and I'd love to be more involved.

Are you willing to attend board or committee meetings on a regular basis? ___Yes ___No

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

Remarks: N/a
(OPTIONAL)

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

Return to:

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

Some goals and objectives that I have, are to make sure animals are being taken care of, letting the public know options of low cost spaying and neutering, making sure animals are in good homes, making sure no animal is being mistreated etc.

+

Helping people with resources to benefit them and their animals!

Attachment: Kristina Suttles App (3102 : Appointments to Animal Advisory Board (Place Holder))

BURKE COUNTY
APPOINTMENT APPLICATION
BOARDS AND COMMITTEES

Name: CARLA WALLACE Date: June 29, 2020

Address: 707 Vine Arden Rd

City: MORGANTON State: NC Zip: 28655

Telephone: Home: _____ Business: _____

Cell: 828-314-3594 Email: crcw@hotmail.com

Occupation: N/A

Retired from: Managment

How did you hear about this opportunity? BCAWA & Council Mtg

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

If so, please identify the board or committee: _____

Community interest and activities:

Animal Rescue Partners for Cats
BCAWA Member

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. Animal Advisory Board
2. Dangerous Animal Board
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?

Long time Animal Advocate and lover

Revised: 1-26-18

Attachment: Carla Wallace App (3102 : Appointments to Animal Advisory Board (Place Holder))

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

I AM very much involved and interested in helping in more WAYS

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

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

Remarks: _____
(OPTIONAL)

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

Return to: Kay Draughn, Clerk
Burke County
P.O. Box 219
Morganton NC 28680

Attachment: Carla Wallace App (3102 : Appointments to Animal Advisory Board (Place Holder))