

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

The Burke County Board of Commissioners held a pre-agenda meeting on Tuesday, January 7, 2020 at 3:00 p.m. They met in the Commissioners' Meeting Room, Burke County Services Building, 110 N. Green Street, Entrance E in Morganton, N.C. Those present were:

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

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

CALL TO ORDER

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

APPROVAL OF THE AGENDA

Motion: To approve the agenda.

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

PRESENTATIONS

AS - PET OF THE MONTH

Kaitlin Settlemyre, Animal Services Director said Animal Services staff will present a dog and cat in need of its "forever" home at the regular meeting. At the request of the Chairman, Ms. Settlemyre gave updates on holiday events at the Animal Services Center (ASC). She also reported that Caesar, a previous pet of the month, is still in the K9s for Warriors program and is awaiting sponsorship and a handler.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 1/21/2020 AT 6:00 PM

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

Information from the agenda packet:

Detective Kirstie Puckett has been awarded the prestigious "Advanced Law

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

Sheriff Whisenant said he will present the award to Detective Puckett at the regular meeting. Chairman Carswell said as a recipient of the certificate himself, he knows how difficult it is to achieve and commended Detective Puckett.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 1/21/2020 AT 6:00 PM

BBBS - PROCLAMATION PROCLAIMING JANUARY 2020 AS NATIONAL MENTORING MONTH

Dorian Palmer, Big Brothers Big Sisters of Western North Carolina Chairman, presented a proclamation proclaiming January 2020 as National Mentoring Month and called upon all citizens, businesses, public and private agencies, as well as religious and educational institutions, to join the mentoring movement and be a part of Big Brothers Big Sisters of Burke County and WNC (Western North Carolina).

Mr. Palmer said they served 3,016 total children in FY 18-19 and 40 were in Burke County. Mr. Palmer responded to a question from Commissioner Taylor.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 1/21/2020 AT 6:00 PM

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

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

Program Development 2019:

Goal 1: Hire Burke County Recovery Coordinator, ½ time peer support at 6-month mark and bring in another ½ time peer support after 1 year of operation.

Completed 2019

BCRC Staff Hired:

- Randi Huizenga – BCRC Coordinator
- Laura Clark – The Cognitive Connection Provider: Peer Support Specialist ½ time position
- Ricky Johnson Jr. - Burke Recovery Provider: Peer Support Specialist ½ time position

Goal 2: Program Development of Burke County Recovery Court
Implemented Policy and Procedures, Participant Handbook, trained team members on roles and responsibilities, referral process and NC Drug Court best practices; court assisted in developed schedules for Judges; MOU's for partners completed and signed. Completed in January 2019-April 2019

BCRC Court began in May 2019. It is held at 2pm every other Tuesday at Burke County Court House Annex and is open to the public.

Developed a Burke County Recovery Court Management Committee to meet General Statutes.

Goal 3: Build community partnerships that enhance accountable care and promote relationships through warm handoff practices that best help BCRC participant's access resources.

Community Resource Infrastructure built to date: Burke Recovery, The Cognitive Connection, Burke County Sheriff's Office, Burke County Public Health, Burke County Department of Social Services, Burke County Courts, District Attorney office, Burke County Probation, Partners Behavioral Health, Catawba Valley Behavioral Health, L.E.A.D, A Caring Alternative, High Country Health, Burke Integrated Health, Med Assist, Good Samaritan Clinic, NC Works, Oxford House, Workforce Development, Western Piedmont Community College, Aspen Dental, Meeting Place Mission, Goodwill, Vocational Rehabilitation, Olive Hill, Blue Ridge Community Action, Greenway Health, Addiction Recovery Care Association (ARCA), SSI/SSDI Outreach, Access, and Recovery (SOAR), Behavioral Health/Law Enforcement Advisory Group, Burke Wellness Initiative, Burke Substance Abuse Network, Catawba Alliance for Recovery, and Safe Harbor.

Goal 4: Educate community about Recovery Court and services provided, Complete Outreach and Education with providers. Community outreach and education has been completed with the following:

- Burke Substance Abuse Network,
- Partners Behavioral Health Law Enforcement Crisis Intervention Training (CIT training),
- Narcan Awareness and training.

BCRC participated in resource fairs at Western Piedmont Community College for the students, Burke County Recovery Rally, spoke at the Regional Reentry Meeting at WPCOG with Partners DPS and Workforce Development and presented to local governments in Rutherford College and Morganton.

News Herald articles:

September 2019: https://www.morganton.com/townnews/law/recovery-court-making-big-strides/article_6ca83e60-d40a-11e9-84a5-936f30fcd288.html

December 13th 2019 https://www.morganton.com/news/hope-change-abounds-in-recovery-court/article_29d8efc4-bfa4-50fb-9732-66ae4ea341e2.html

Goal 5: Recruit 20 participants each fiscal year of remaining grant period for a total of 80 participants for full grant period. Increase access to Medication assisted treatment (MAT).

Burke County Recovery Court is currently serving 24 active participants with 2 individuals pending signatures of contracts. Current numbers reflect BCRC is on target for capacity of serving 20 participants per year up to 80 total. 10 participants have accessed and currently enrolled with the Medication Assisted Treatment (MA)T program.

BCRC participation personal impact:
As of December 31, 2019,

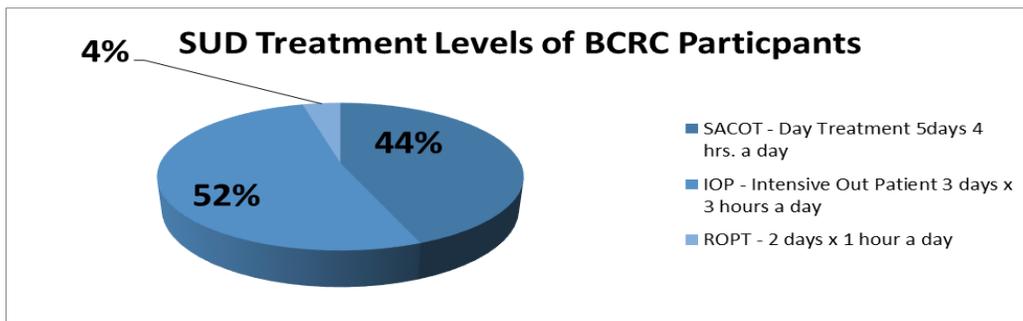
- 22 Participants are in phase 1
- 1 Participant is in phase 2
- 1 Discharged for medical reasons

SUD Treatment Levels:

11 are currently in highest level of outpatient care: SACOT (Substance Abuse Comprehensive Outpatient Treatment) (20 hours per week)

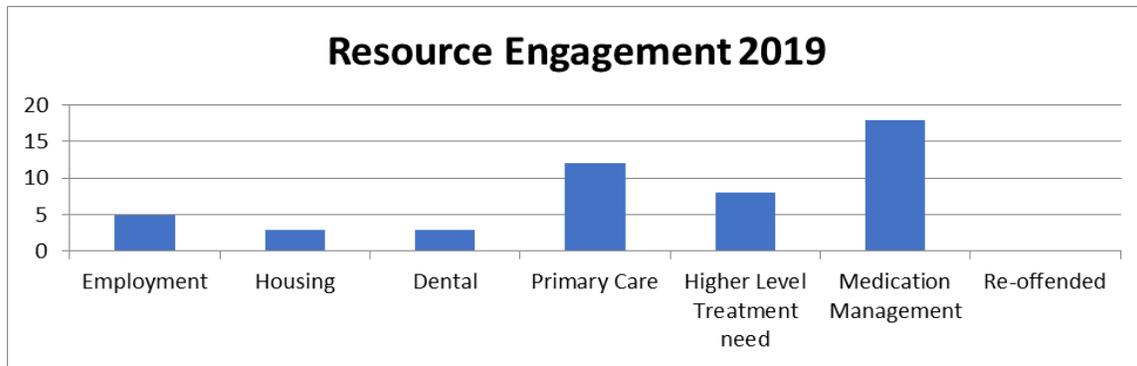
13 are currently in 2nd highest level of outpatient care: IOPT (Intensive Outpatient Treatment) (9 hours per week)

1 is currently in lowest level of outpatient care ROPT (Regular Outpatient) (2 hours per week)



To date: None have re-offended.

Burke County Recovery Court (BCRC) and its community partners have made great strides in program development, team training, building of resources, and implementation of the Recovery Court during the 2019 fiscal year. This also impacted resources available to participants and their families. The following chart shows services accessed due to these partnerships and the BCRC program.



2020 Goal: Contract with evaluator from local university to collect and report data quarterly to the Advisory Board and stakeholders

Law Enforcement Assisted Diversion Program (LEAD)

LEAD is law enforcement identifying those voluntary low-level offenders that would like to seek treatment avenue and move into long term sustained recovery instead of the drug charge. Approximately 12 participants are in the LEAD program currently.

In Jail Services with Catawba Valley Behavioral Health

September 2019 – December 5, 2019 report:

- They have seen 90 inmates
- 35 of them were accepted into the treatment program
- 10 of them were transported to inpatient facilities for inpatient treatment
- 24 of them were referred to outpatient treatment while incarcerated
- These in jail services has saved approximately \$55,000

The Population Health Grant at CVBH has also worked closely with the program coordinators of the programs mentioned above and have assisted a large portion of these offenders, 53 participants, with 24 of them active. These participants have been assisted with inpatient and outpatient treatment, mental health services, and other important social determinants of health such as; housing, food assistance, fuel assistance, transportation, clothing, social security disability, emergency shelter, employment, and many more services.

Chairman Carswell said drugs are a scourge in Burke County and the County has taken advantage of programs and opportunities to combat drug use such as becoming a part of the opioid lawsuit, and various local treatment programs. He requested that this item be moved to the consent agenda because Health Department staff will be in Raleigh on the regular meeting date and will be unable to make the presentation.

RESULT: MOVED WITHOUT OBJECTION TO THE CONSENT AGENDA FOR THE NEXT MEETING: 1/21/2020 AT 6:00 PM

HEALTH DEPT. - PRESENTATION OF 2019 COMMUNITY HEALTH NEEDS ASSESSMENT

Lisa Moore, Health Education Supervisor, presented the 2019 Community Health Needs Assessment for the Health Department. As required by state and national accreditation, every

three (3) years a Community Health Needs Assessment has to be compiled and presented to stakeholders and the community at large. This assessment is a collaborative process through which community members gain insight into health concerns and resources within Burke County.

Ms. Moore said this was completed with approximately 59 community partners and 35 agencies and community members. She said as a part of the primary data collection process, 1,130 Burke County residents completed the survey or participated in focus groups. Of those respondents, Moore said, approximately 70 percent of ages 18-54 strongly agreed that Burke County is a good place to live and 60 percent of those 55 and older strongly agreed that Burke County is a good place to live, which is an overall increase from the 2016 assessment. Ms. Moore said the three (3) identified problems that they will be working on with the community health improvement plan are: heart disease and stroke, substance use disorder, and COPD. She said largely demographic and economic measures stayed the same from the 2016 to 2019 assessment. Ms. Moore then reviewed demographic and economic information from the assessment. She said since 2016 the County has received several large grants to address the substance use epidemic in Burke County, Ms. Moore then reviewed the programs/grants from the assessment. Moving forward, Moore said, some problems that will need to be addressed are homelessness, substance misuse, lack of housing/affordable housing, and Medicaid transformation.

Chairman Carswell commended the committee that helped to assemble the report and noted that overall, Burke County's numbers are better this year than in the previous report.

RESULT: MOVED WITHOUT OBJECTION TO THE CONSENT AGENDA FOR THE NEXT MEETING: 1/21/2020 AT 6:00 PM

SCHEDULED PUBLIC HEARINGS

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

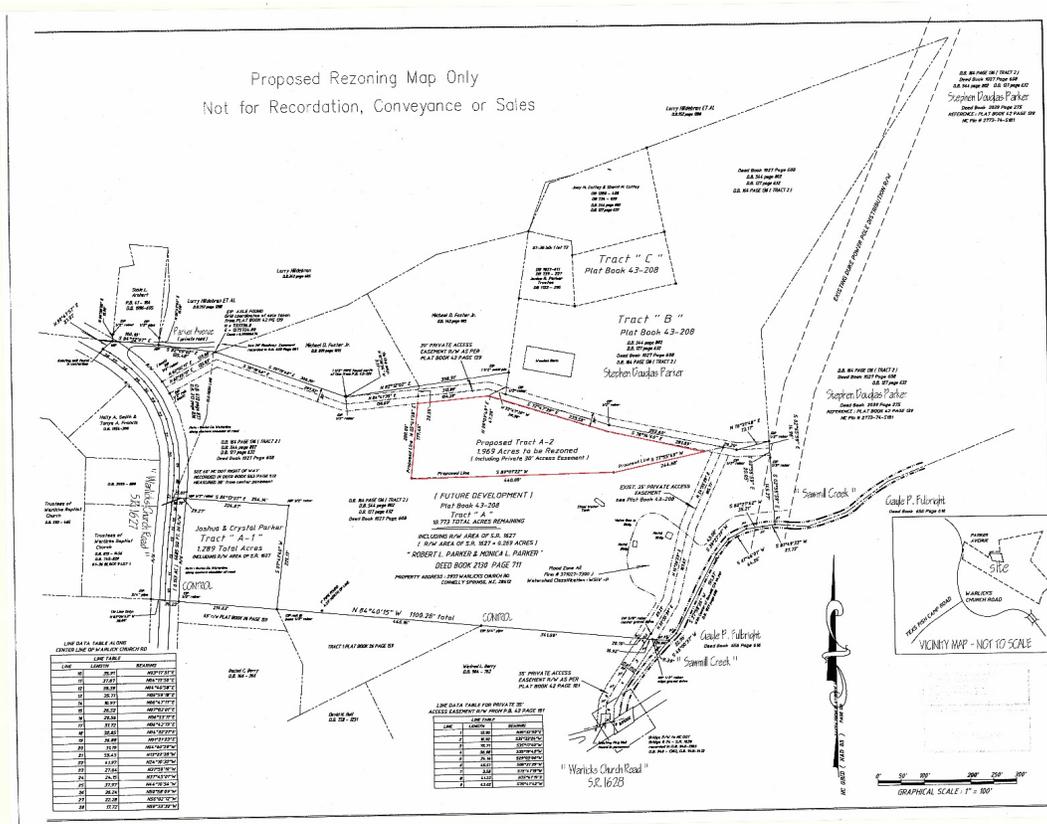
Scott Carpenter, Deputy County Manager/Planning Director, presented information regarding ZMA 2019-10 as follows:

REQUEST

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

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SITE ANALYSIS



The parcel is described as follows: The 911 address of the parcel is 2937 Warlicks Church Road in Morganton, NC. The parcel is further identified in county records as (PIN# 2773632359 and REID# 26263). The parcel has two (2) small frame sheds on the property according to property tax records. Otherwise, the land is vacant and wooded. The property has road frontage on Warlicks Church Road. (SR #1627), however, the 2-acre area proposed to be rezoned is accessed via a thirty-foot (30') "private" access easement which connects to Warlicks Church Road. The property is located within the Icard Township of Burke County, the Lake Hickory WS-IV-PA Water Supply Watershed, and the Icard Fire District. The parcel has a very small portion of floodway located in the southeast corner of the property. This location is outside of the area proposed to be rezoned.

SURROUNDING AREA

Land uses in the surrounding area are a mixture of residential, commercial, and agricultural uses. The parcels that adjoin the subject property are all zoned residential three. Many of those adjoining parcels have dwellings on them. There are several parcels in close proximity to the subject parcel which are zoned General Business. There is a church and several commercial businesses and warehouses located in close proximity to the subject property. There are also two (2) parcels nearby which house poultry operations. Across Warlicks

Church Road is Residential two (R-2) zoning which is mainly occupied by single-family detached dwellings.

The following table indicates the existing land uses in the area:

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



Burke County, NC Zoning Administration
Aerial Land Use Map

ZMA 2019-10

Applicant:
Robert Parker

PIN#
2773632359

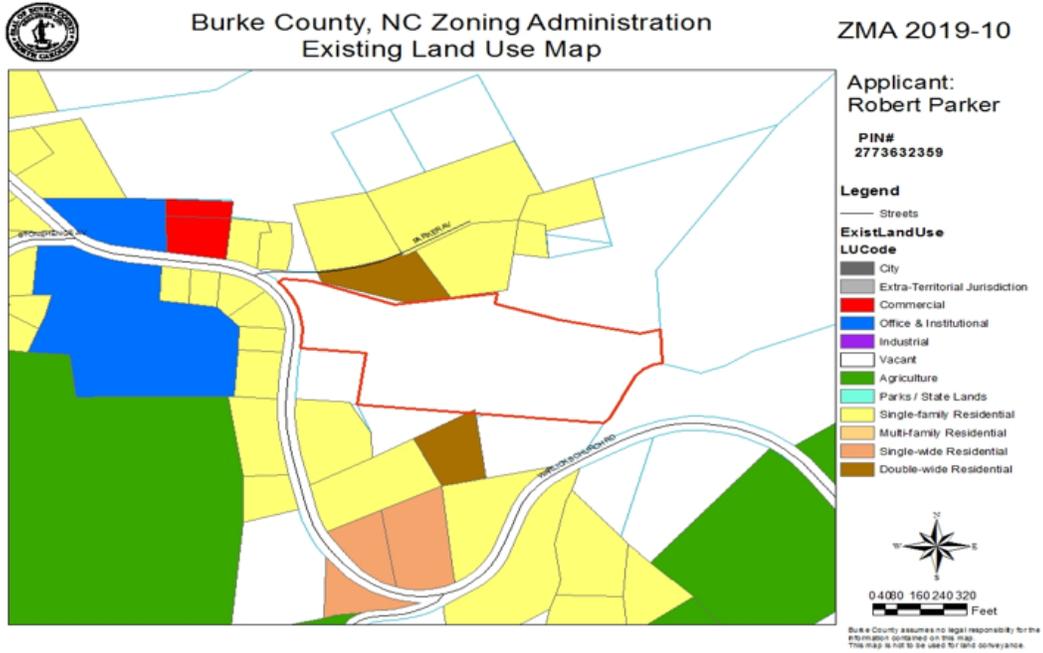


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Burke County assumes no legal responsibility for the information contained on this map. This map is not to be used for land conveyance.

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

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CONFORMITY WITH THE COMPREHENSIVE PLAN

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

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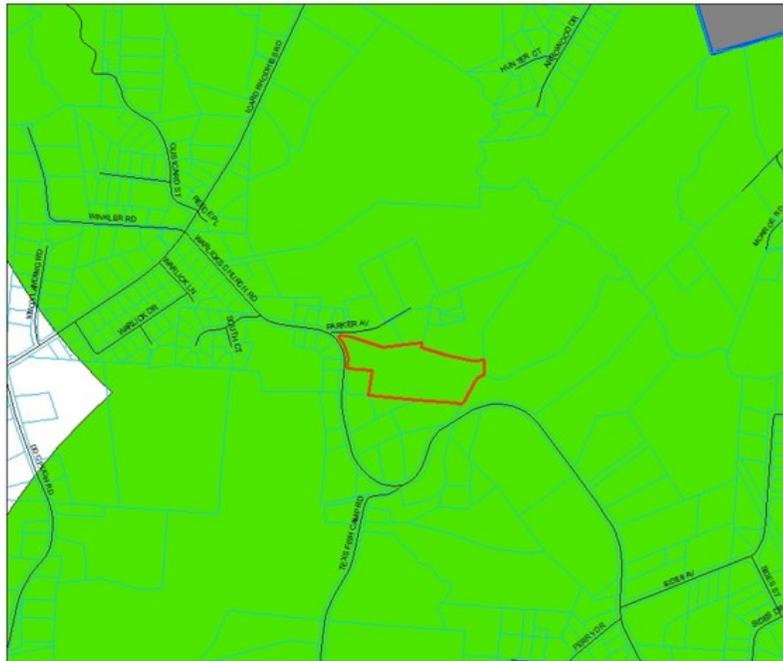


Burke County, NC Zoning Administration
Future Land Use Map

ZMA 2019-10

Applicant:
Robert Parker

PIN#
2773632359



Legend

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



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

CONFORMITY WITH THE BURKE COUNTY ZONING ORDINANCE

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

PROPOSED ZONING DISTRICT

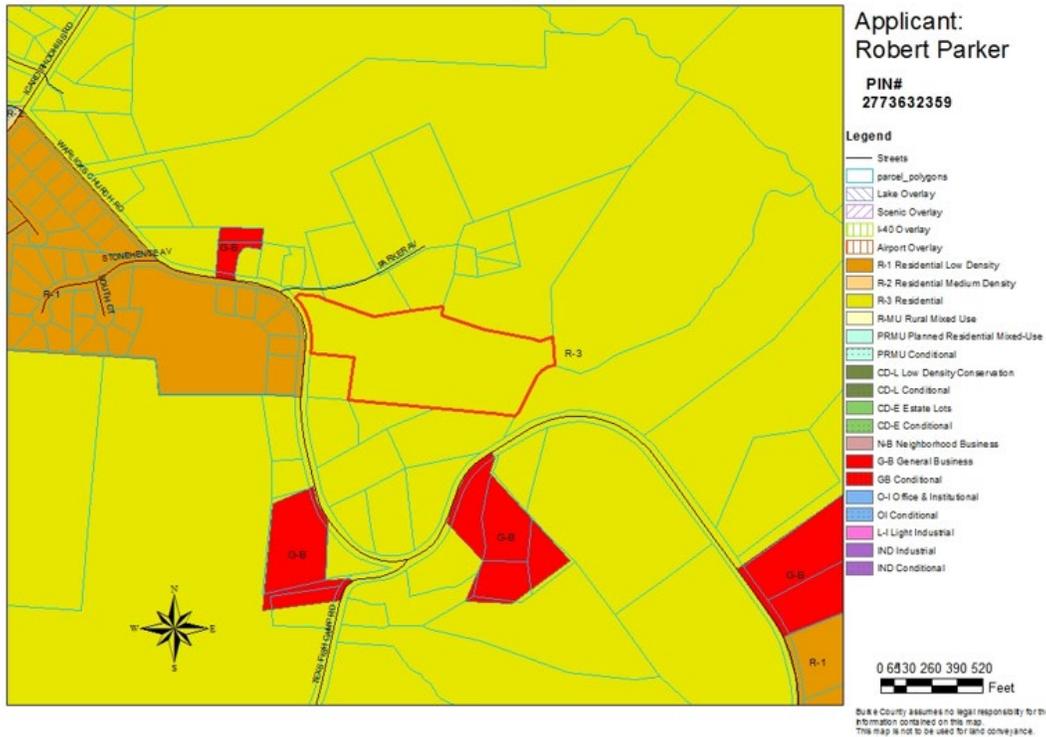
The proposed zoning district is the General Business District. The G-B General Business District is established to provide suitable locations for those commercial activities which serve the general public, including those which function rather independently of each other.

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Burke County, NC Zoning Administration
Current Zoning Map

ZMA 2019-10



STAFF COMMENTS

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

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

- The parcels adjacent to the subject parcel are all zoned Residential.
- The proposed zoning district can be considered because there is “General Business” zoning in close proximity to the subject parcel.
- The applicant has provided a description of the proposed business however, if the rezoning is approved, *all* uses within the General Business

district would be permissible. (See Section 920 Table of Permitted and Permissible Uses).

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

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

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

PLANNING BOARD COMMENTS

The Burke County Planning Board met on December 5, 2019 to hear this rezoning request. The four (4) member Board heard from staff as the facts of the case were presented. The Board then heard from the applicant. The Board then opened the meeting up for Public Comments. There was no one present at the meeting to speak. The Board noted the written comments that were provided by a citizen.

The Board then asked questions of staff and the applicant before deliberating the rezoning request. A motion was made to "Approve" the rezoning request. The motion was taken to a vote and two (2) Board members voted to approve the rezoning. Because a majority of the present members did not vote to approve the rezoning request, the Planning Board's recommendation is to "deny" the rezoning request. The objecting members reasoning was that they did not feel that the majority of allowed uses within the General Business District would be suitable and appropriate for this area.

ADDITIONAL INFORMATION

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

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Mr. Carpenter said the applicant was asked and encouraged to seek a conditional general business rezoning. He noted that the state changed some laws this year so Burke County's conditional zoning will soon not be allowed. He said as Community Development is revising the zoning ordinance the conditional zoning will go away, and in its place, there will be standards and recommendations for certain types of uses. Mr. Carpenter said along with the Planning Board, Planning staff does not recommend approval of the rezoning request because of the lack of details on the rezoning and because of the surrounding area.

Chairman Carswell opened the floor for questions and comments from the Board. In response to a question from Commissioner Taylor, Mr. Carpenter said staff does not know what standards the applicant would use to build the road, it could be graveled, paved, the width of the road could vary, etc. Commissioner Taylor asked how large the building would be. Peter Minter, Senior Planner, who was also in attendance, said the applicant stated the building would be approximately 4,000 square-feet with three (3) people working inside. Commissioner Taylor asked what else could be done with the property. Mr. Carpenter said they still have 18 months to do conditional zoning districts and his recommendation is to do a general business conditional zoning district based on the specific business with protections in place. Mr. Carpenter responded to an additional question from Commissioner Taylor.

Vice Chairman Mulwee said in 18 months when conditional zoning goes away, will there still be controls in place. Mr. Carpenter said yes and noted staff will write specific standards as a part of the new zoning ordinance, and it will not allow for members of a board to come up with their own conditions on a rezoning case. Commissioner Brittain asked does the applicant know they can utilize a conditional use for their case. Mr. Minter said he was informed of that in the

beginning, but he decided to proceed with a straight general zoning request. Mr. Minter further said there are so many types of businesses that can be placed in the general zoning district, which is why staff had issues with this case. In response to a letter included in the agenda materials from Michael and Sheila Forster, adjacent property owners, that expressed concern that another commercial chicken house would be placed on the subject property and odors from other chicken houses in the neighborhood, Commissioner Taylor, who is a member of the NCACC Agriculture Steering Committee, reported the buffer was increased from 500 feet to 1,000 feet for new poultry houses. Due to the enlarged buffer requirement, he felt sure that the subject property was too small for a commercial chicken house. Mr. Minter then responded to a question from Commissioner Brittain concerning the rezoning process the applicant would undergo if he wanted to change the use of the property in the future. Commissioner Taylor asked is there anything the applicant can do to avoid repaying the \$650 rezoning fee if he reapplies for the conditional use district. Mr. Carpenter responded that the Board could refer the case back to the Planning Board for reconsideration of a conditional zoning request, but that would delay the process. Mr. Minter advised that the applicant would have to hold a community meeting and submit a site development plan as required by the conditional zoning process.

Chairman Carswell expressed his displeasure that the Planning Board, once again, did not make a motion to deny the rezoning request after the motion to approve failed and the fact that only four (4) of the seven (7) members were present. Mr. Minter advised that approving a motion to deny can be confusing for the advisory board. However, Director Carpenter stated that the Planning Board had been clearly instructed on this issue. Chairman Carswell replied that he feels like the Planning Board is "passing the buck" and is not doing their job. Director Carpenter, in response to another question from Chairman Carswell, stated he believes the Commissioners can refer the case back to the Planning Board for reconsideration and to get a clear recommendation (vote) from five (5) members. Chairman Carswell then opened the floor for feedback on the Board's preference on how to proceed with the agenda item. In response to questions, J.R. Simpson, II, County Attorney said the Board, at their regular meeting, can vote to send this case back to the Planning Board for a revote with five (5) members present. However, Vice Chairman Mulwee expressed support for having a specific plan for the property and for the conditional zoning classification. Commissioner Brittain asked if the case could be sent back to the Planning Board with a recommendation that the applicant consider changing his application to the conditional zoning. Commissioner Taylor interjected that every available option should be made known to the applicant and pointed out that the matter is between the Planning Board and the Commissioners, not the applicant. In response to a procedural question from the Chairman, the County Attorney said the Board, at their regular meeting, can vote to send this case back to the Planning Board, and include a set of recommendations for them to consider. Chairman Carswell requested that Mr. Carpenter meet with the Planning Board Chair to encourage him/her to have an odd number of members present to vote on the item for clarity. In response to an inquiry from the Clerk concerning the public hearing notice, Attorney Simpson said the Board will have to hold a public hearing at the regular meeting before making a decision.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 1/21/2020 AT 6:00 PM

CONSENT AGENDA

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

Mary Wright, Blue Ridge Community Action (BRCA) presented information regarding BRCA – Community Service Block Grant as follows:

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

July 1, 2020 - June 30, 2021

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

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

Service area: Burke, Caldwell and Rutherford Counties

Families to be served: 185

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

One Year Objective:

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

Information and Referral Activities:

1. Provide outreach and intake through door-to-door canvassing, intra-agency referrals, agency referrals, walk-ins and through the family support center.
2. Assess family needs and make appropriate referrals for needed services.
3. Provide follow up activities to assure services are received.
4. Coordinate a cross referral system for services for the poor.
5. Families will receive information on how to make better choices in their lives by

attending scheduled workshops and presentations at the family support center. This includes understanding why choices are made, the procedures that lead to change, financial awareness and planning, and achieving and maintaining good health.

Self-Sufficiency Outcomes

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

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

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

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

Ms. Wright said in order for BRCA to submit the grant, the Board must acknowledge receipt of the application and it will go before the BRCA Board on January 27, 2020. Chairman Carswell opened the floor for questions and comments from the Board. Commissioner Taylor noted an error on the application for the total funding amount (the correct amount is shown above) and said he hopes BRCA is awarded the grant because they do a good job.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 1/21/2020 AT 6:00 PM

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

Chairman Carswell presented information regarding the refusal of real property at East Burke Middle School for fire & rescue substation as follows:

As indicated in the following resolution and accompanying exhibit, before real property located at the East Burke Middle School can be leased to Icard Fire &

Rescue Inc. for a substation to provide fire protection, the County must officially refuse the property.

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

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

The resolution passed by the Burke County Board of Education reads as follows:

**RESOLUTION OF THE BURKE COUNTY BOARD OF EDUCATION
DECLARING A PORTION OF THE SCHOOL PROPERTY ADJACENT TO EAST BURKE
MIDDLE SCHOOL SURPLUS IN ORDER TO LEASE THE PROPERTY TO ICARD
TOWNSHIP FIRE RESCUE INC.**

WHEREAS, Icard Township Fire Rescue Inc. ("Department") has requested to lease a portion of the East Burke Middle School Property (the "Property") from the Burke County Board of Education (the "Board of Education") for the purpose of constructing a substation thereon to provide fire protection to the area including East Burke Middle School;

WHEREAS, the Property is specifically described on a survey attached hereto as Exhibit A;

WHEREAS, the Board of Education is of the opinion that the property is unnecessary for school purposes and proposes to lease said portion of the Property to the Department for a term of 50 years and without monetary consideration therefor;

WHEREAS, the Burke County Board of Commissioners must be offered the Property pursuant to G.S. §115C-518 as a precondition of the effectiveness of any such lease; and

WHEREAS, as required by G.S. § 160A-277, the Board of Education shall provide 10 days' public notice of its intent to consider a lease. Said notice shall include the property description, the fact that consideration other than fire protection is not being requested by the Board, and the intent of the Board to act on the lease at its regular Board meeting scheduled for February 3, 2020.

NOW THEREFORE, the Board of Education hereby resolves as follows:

Section 1. Pursuant to G.S. § 115C-518 and G.S. § 160A-277, the Property is hereby declared surplus.

Section 2. The Board Chair and Superintendent are authorized to seek the County's rejection of the Property, finalize a lease with the Department to be advertised prior to final Board approval, and execute other documents necessary to effect the lease, after Board approval, in the name of and as the act of the Board of Education. Furthermore, the Superintendent is authorized to take such actions as he shall deem necessary to carry out the purposes of this Resolution.

Section 3. This Resolution shall be effective immediately upon its approval.

READ AND APPROVED, this the 2nd day of DECEMBER 2019.


Larry Putnam, Superintendent &
Ex Officio Secretary


Board Chair

Chairman Carswell asked Keith Lawson, BCPS Finance Officer, to come to the table and opened the floor for questions and comments from the Board. Commissioner Brittain asked is BCPS going to lease or sell the property. Mr. Lawson said the intent is to enter into a 50-year lease with Icard Township Fire & Rescue, Inc. (Fire Department) Commissioner Brittain asked why is BCPS leasing the property instead of selling it. Mr. Lawson said he is not sure. In response to a question from Commissioner Brittain, J.R. Simpson, II, County Attorney, said for the purposes of the Board's decision, it does not matter if it is a 50-year lease or if they sold the property. Doug Setzer, Axillary Services Director, who was also in attendance, said this was recommended to them by their attorney and this has been done in other parts of

the state. Commissioner Taylor asked if the Fire Department already owns a second property for a fire station. Brand Lingerfelt, Icard Township Fire & Rescue, Inc, Chief, said yes, but due to the potential wastewater perking problem and where the current property is located, there are approximately 12 houses that would be outside of their six (6) mile response limit. He said the property that they will lease from BCPS will bring those houses into fire insurance coverage. Commissioner Taylor said there is no plan and no cost estimate to build this station and noted that only the citizens of Icard will be paying the fire tax to build the station. Mr. Lingerfelt said

he has a cost estimate but will not pay for an architect or engineer until they have a piece of property. Commissioner Taylor said there has been no needs assessment to see if this station is needed and noted that he believes the County has enough fire coverage from the other fire departments. Commissioner Taylor said he does not believe Burke County can agree to this without knowing any detailed plans and noted he is trying to protect the taxpayers. Mr. Lingerfelt said while there are various fire departments on Highway 70, each one is rated by the NC Department of Insurance as a mile and a half from a fire engine, or a mile and a half credit. He said if there is not a fire station within a mile and a half of another station, they do not get that credit, which impacts Insurance Services Office (ISO) ratings, which affects homeowner's insurance rates. Mr. Lingerfelt said the location of the property is in proximity of Interstate 40 and other high-volume locations and noted that he hopes the cost of the station would be similar to the recently constructed EMS base 6. Commissioner Taylor said knowing how much a station would cost would help with his decision-making process. Mr. Setzer advised that having the fire department substation near three (3) schools is very advantageous to the School Board.

Chairman Carswell asked the County Attorney if the only item in front of the Board today is does Burke County wish to acquire the property or to decline the property. County Attorney Simpson said that is correct and noted if Burke County does not want the property, then there is no need to do anything. Discussion ensued regarding the Board's role in the agreement between BCPS and the Fire Department. Attorney Simpson said the property must be offered to the County before anything can be done with it and the County can either accept the property or decline it. Chairman Carswell asked Commissioner Taylor if he is comfortable leaving this item on the consent agenda. Commissioner Taylor said no because it could be considered an endorsement of future plans for the property without the Board having all the information.

Due to the objection from Commissioner Taylor, this item was pulled from the consent agenda and moved to items for decision for the regular meeting.

<p>RESULT: MOVED TO ITEMS FOR DECISION FOR THE NEXT MEETING: 1/21/2020 AT 6:00 PM</p>

CLERK - REAPPOINTMENT TO LIBRARY BOARD OF TRUSTEES

Clerk Draughn reported the term of appointment for Jennie Cook (Seat No. 8, Hildebran - City) on the Library Board of Trustees ended December 31, 2019. Ms. Cook is willing to serve another 3-year term, which would end December 31, 2022. Clerk Draughn said a recent application from Browning Rochefort was received (Seat No. 1 – City of Morganton Resident) to complete the remainder of the three (3) year term December 31, 2021.

<p>RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 1/21/2020 AT 6:00 PM</p>
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COMM. DEV. - FONTA FLORA TRAIL - ACCEPT EASEMENT - LAKE JAMES CAMPING RESORT

Shane Prisby, Community Development Operations Manager, presented information regarding the acceptance of an easement at Lake James Camping Resort as follows:

The Burke County Community Development has been working with the owners of Lake James Camping Resort on an easement for the Fonta Flora State Trail

and Overmountain Victory National Historic Trail. The easement is approximate 1.28 acres and is being given to the County at no cost.

Mr. Prisby said this is in the Benfield's Landing area of Lake James and ties into the easements that were purchased a few months ago. He said since that time, this parcel has changed hands to Lake James Camping Resort, LLC and they are excited for the Fonta Flora State Trail to come through the property as an amenity for campers and residents. Mr. Prisby said the funds will come from the Overmountain Victory National Historic Trail funds from Duke Energy and the Comprehensive Relicensing Agreement.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 1/21/2020 AT 6:00 PM

DSS - APPOINTMENT/REAPPOINTMENT TO CHILD PROTECTION CHILD FATALITY TEAM

Korey Fisher-Wellman, DSS Director, reported Julie Causby was reappointed to the CPCF (Seat No. 5, at-large) in June of 2019. However, due to an employment conflict, Ms. Causby resigned in September. An application was received from April Pope, a DSS Supervisor and member of the LEPC (Local Emergency Planning Committee). The term is for three (3) years.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 1/21/2020 AT 6:00 PM

FM - APPOINTMENTS TO THE LOCAL EMERGENCY PLANNING COMMITTEE

Mike Willis, Fire Marshal/Emergency Management Director, presented information regarding the appointments to the Local Emergency Planning Committee as follows:

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

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

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

Discussion ensued regarding the residency requirements for the LEPC. Clerk Draughn said exceptions can be made regarding residency requirements. Chairman Carswell request that Mr. Willis look at the bylaws to see if they need to be changed going forward.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 1/21/2020 AT 6:00 PM

FM - NC VIPER AND BURKE CO. EMERGENCY MANAGEMENT AGREEMENT

Mike Willis, Fire Marshal/Emergency Management Director, presented information regarding the NC VIPER and Burke County Emergency Management agreement as follows:

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

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 1/21/2020 AT 6:00 PM

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

Sheriff Whisenant presented information regarding the approval of authorized signers for the Inmate Trust Account as follows:

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

Commissioner Brittain asked what types of funds are in the Inmate Trust Accounts. Margaret Pierce, Deputy County Manager/Finance Director, said they are considered fiduciary funds that are held in trust for the inmates. She said when an inmate enters the jail, any money they have is transferred to the account and used to purchase items from the commissary, phone time, etc. When they are released, Pierce said, they are returned to the individual.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 1/21/2020 AT 6:00 PM

TAX DEPT. - TAX COLLECTION REPORT FOR DECEMBER 2019

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

Category	Tax Levy	Amount Collected YTD	Balance to Collect	% Collected
Property Tax	\$44,886,848.00	\$36,025,772.60	\$8,861,075.25	80.26%

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

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

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

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

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 1/21/2020 AT 6:00 PM

TAX DEPT. - RELEASE REFUND REPORT FOR DECEMBER 2019

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

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

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

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

Mr. Isenhour responded to a question from Commissioner Taylor.

The tax reports read as follows:

TR-304 BILL RELEASE REPORT DECEMBER 2019

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount
TAX DISTRICT: BURKE COUNTY RELEASE REASON: Adjustment								
0000073466-2018-2018-0000-00-REG	DAVIS, HARVEY RAY	7/1/2018	LINDA WILBUR	12/9/2019	44.49	44.49	0.00	0.00
0000081695-2019-2019-0000-00-REG	SORRELLS, NELDA	7/1/2019	LINDA WILBUR	12/27/2019	103.87	103.87	0.00	0.00
0000105373-2005-2005-0011-00-REG	MAXWELL, JACK	7/1/2005	LINDA WILBUR	12/17/2019	38.23	38.23	0.00	37.71
0000107189-2006-2006-0000-00-REG	MAXWELL, JACK	7/2/2006	LINDA WILBUR	12/17/2019	34.42	34.42	0.00	33.95
0000109092-2007-2007-0000-00-REG	MAXWELL, JACK	6/30/2007	LINDA WILBUR	12/17/2019	27.27	27.27	0.00	26.94
0000114395-2009-2009-0000-00-REG	MAXWELL, JACK	7/2/2009	LINDA WILBUR	12/17/2019	22.09	22.09	0.00	21.82
0000118879-2010-2010-0000-00-REG	MAXWELL, JACK	7/1/2010	LINDA WILBUR	12/17/2019	19.86	19.86	0.00	19.62
0000124476-2011-2011-0000-00-REG	MAXWELL, JACK	7/1/2011	LINDA WILBUR	12/17/2019	17.37	17.37	0.00	17.16
0000140945-2012-2012-0000-00-REG	MAXWELL, JACK	7/1/2012	LINDA WILBUR	12/17/2019	15.63	15.63	0.00	15.44
Subtotal						323.23		172.64

TAX DISTRICT: BURKE COUNTY RELEASE REASON: Amended Listing								
0000073466-2013-2013-0000-00-REG	DAVIS, HARVEY RAY	7/1/2013	LINDA WILBUR	12/30/2019	109.06	109.06	0.00	0.00
0000073466-2014-2014-0000-00-REG	DAVIS, HARVEY RAY	7/1/2014	LINDA WILBUR	12/30/2019	108.48	108.48	0.00	0.00
0000073466-2015-2015-0000-00-REG	DAVIS, HARVEY RAY	7/1/2015	LINDA WILBUR	12/30/2019	109.88	109.88	0.00	0.00
0000073466-2016-2016-0000-00-REG	DAVIS, HARVEY RAY	7/1/2016	LINDA WILBUR	12/30/2019	112.88	112.88	0.00	0.00
0000073466-2017-2017-0000-00-REG	DAVIS, HARVEY RAY	7/1/2017	LINDA WILBUR	12/30/2019	118.94	118.94	0.00	0.00
0000073466-2018-2018-0000-00-REG	DAVIS, HARVEY RAY	7/1/2018	LINDA WILBUR	12/9/2019	120.94	76.45	44.49	0.00

TR-304 BILL RELEASE REPORT DECEMBER 2019

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount
0000073466-2019-2019-0000-00-REG	DAVIS, HARVEY RAY	7/1/2019	LINDA WILBUR	12/9/2019	115.41	115.41	0.00	0.00
0000081695-2019-2019-0000-00-REG	SORRELLS, NELDA	7/1/2019	LINDA WILBUR	12/27/2019	186.26	82.39	103.87	0.00
Subtotal						833.49		0.00

TAX DISTRICT: BURKE COUNTY RELEASE REASON: Billing Correction								
0000085674-2013-2013-0011-00-REG	HODGE, CHRISTINE ADAMS	10/1/2013	CONNIE HOLDER	12/27/2019	8.37	8.37	0.00	0.00
Subtotal						8.37		0.00

TAX DISTRICT: BURKE COUNTY RELEASE REASON: Duplicate Billing								
0000074656-2019-2019-0000-00-REG	RADER, BRIAN MCDOWELL	7/1/2019	LINDA WILBUR	12/16/2019	12.62	12.62	0.00	0.00
0024009952-2015-2015-0000-00-REG	RANDLE, KIM	8/12/2015	LINDA WILBUR	12/19/2019	84.15	7.65	76.50	0.00
0024009952-2015-2015-0000-00-REG	RANDLE, KIM	8/12/2015	LINDA WILBUR	12/19/2019	76.50	76.50	0.00	0.00
0024009952-2016-2016-0000-00-REG	RANDLE, KIM	7/1/2016	LINDA WILBUR	12/19/2019	75.74	75.74	0.00	0.00
0024009952-2017-2017-0000-00-REG	RANDLE, KIM	7/1/2017	LINDA WILBUR	12/19/2019	69.68	6.33	63.35	0.00
0024009952-2017-2017-0000-00-REG	RANDLE, KIM	7/1/2017	LINDA WILBUR	12/19/2019	63.35	63.35	0.00	0.00
0024043400-2019-2019-0000-00-REG	GATES, DERRICK JUSTIN	12/5/2019	LINDA WILBUR	12/30/2019	17.36	17.36	0.00	0.00
0024044607-2019-2019-0000-00-REG	SUTHERLAND, JOHN OTIS JR	12/5/2019	CONNIE HOLDER	12/18/2019	5.56	5.56	0.00	0.00
Subtotal						265.11		0.00

TAX DISTRICT: BURKE COUNTY RELEASE REASON: Not in Burke County								
0000080151-2019-2019-0000-00-REG	WILLIAMS, ANDY	7/1/2019	BARBARA HARTLEY	12/11/2019	43.16	43.16	0.00	0.00

TR-304 BILL RELEASE REPORT DECEMBER 2019

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebilled Amount
000084003-2013-2013-0000-00-REG	HARTLEY, KIRK DOUGLAS	7/1/2013	CONNIE HOLDER	12/2/2019	5.45	5.45	0.00	0.00
000084003-2014-2014-0000-00-REG	HARTLEY, KIRK DOUGLAS	7/1/2014	CONNIE HOLDER	12/2/2019	5.39	5.39	0.00	0.00
000084003-2015-2015-0000-00-REG	HARTLEY, KIRK DOUGLAS	7/1/2015	CONNIE HOLDER	12/2/2019	4.86	4.86	0.00	0.00
000084003-2016-2016-0000-00-REG	HARTLEY, KIRK DOUGLAS	7/1/2016	CONNIE HOLDER	12/2/2019	4.86	4.86	0.00	0.00
000084003-2017-2017-0000-00-REG	HARTLEY, KIRK DOUGLAS	7/1/2017	CONNIE HOLDER	12/2/2019	4.48	4.48	0.00	0.00
000084003-2018-2018-0000-00-REG	HARTLEY, KIRK DOUGLAS	7/1/2018	CONNIE HOLDER	12/2/2019	4.59	4.59	0.00	0.00
0000118827-2010-2010-0000-00-REG	JOKE, GEORGE	7/1/2010	LINDA WILBUR	12/5/2019	8.58	8.58	0.00	0.00
0000141189-2012-2012-0000-00-REG	JAMES, FLOYD MACKEY	7/1/2012	LINDA WILBUR	12/5/2019	9.52	9.52	0.00	0.00
0024041851-2019-2019-0000-00-REG	LINDSEY, ASHLEY HOOTS	12/5/2019	CONNIE HOLDER	12/11/2019	88.22	88.22	0.00	0.00
0024042059-2019-2019-0000-00-REG	ROARK, GUST ALBERT	12/5/2019	LINDA WILBUR	12/16/2019	82.47	82.47	0.00	0.00
0024042098-2019-2019-0000-00-REG	ROARK, ARIEL YODER	12/5/2019	LINDA WILBUR	12/16/2019	40.95	40.95	0.00	0.00
0024042751-2019-2019-0000-00-REG	ROGERS, BETH GILJAMES	12/5/2019	BARBARA HARTLEY	12/11/2019	818.22	818.22	0.00	0.00
Subtotal					1,120.75		0.00	

TAX DISTRICT: BURKE COUNTY RELEASE REASON: Release LFUF

000009383-2019-2019-0000-00-REG	WILBUR, BURTON F	7/1/2019	AMANDA CONLEY	12/9/2019	278.03	72.00	206.03	0.00
Subtotal					72.00		0.00	

TR-304 BILL RELEASE REPORT DECEMBER 2019

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

000086276-2019-2019-0000-00-REG	BRACKETT, DANETTE WILLIS	7/1/2019	BARBARA HARTLEY	12/18/2019	33.33	33.33	0.00	0.00
000088783-2018-2018-0000-00-REG	MAYLE, BRYAN A	7/1/2018	CONNIE HOLDER	12/18/2019	26.26	26.26	0.00	0.00
0024010235-2018-2018-0000-00-REG	WHISNANT, DANIEL L	7/1/2018	RENEE AUSTIN	12/18/2019	14.38	14.38	0.00	0.00
0024041930-2019-2019-0000-00-REG	STEPHENS, SAMUEL EMORY	12/5/2019	CONNIE HOLDER	12/11/2019	18.99	18.99	0.00	0.00
Subtotal					92.96		0.00	

TAX DISTRICT: BURKE COUNTY RELEASE REASON: Value Change

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

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 1/21/2020 AT 6:00 PM

ITEMS FOR DECISION

SHERIFF - INMATE FOOD SERVICES CONTRACT PRICE REVISION

Sheriff Whisenant and Brian Nieft, Support Services Specialist, presented information regarding the inmate food services contract price revision as follows:

After the approval of Aramark Correctional Services, LLC as the provider for inmate food services at the Burke County Jail at the November 19, 2019 County Commissioners meeting, the Sheriff’s office began to meet with Aramark to finalize a contract and begin planning for opening the jail. During discussions about the planned menu, it was determined that the menu Aramark had submitted with their proposal to win the contract was based on providing inmates with bulk juice. The Sheriff’s Office asked about making a change to the menu to switch from using bulk juice to individual juice to make meal service more efficient and less time consuming for staff. Aramark informed the Sheriff’s Office that making the change would not be an issue, however the change would result in a price change per meal.

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

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

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

Sheriff Whisenant said utilizing bulk juice instead of individual packets would be more time consuming and less efficient for staff.

Chairman Carswell opened the floor for questions and comments from the Board. Commissioner Taylor asked if other jails use individual juice packets instead of bulk packaging. Sheriff Whisenant said the majority of jails use individual juice packets. Commissioner Brittain asked if each meal has to be brought to the cells or do inmates eat in a common area. Sheriff Whisenant responded that each meal is brought to a cell and he noted how difficult it would be to pour bulk juice for inmates in the cells. Sheriff Whisenant responded to a question from Vice

Chairman Mulwee. County Manager Steen said inmates are in their cells approximately 22 hours per day which is one of the reasons why inmates are fed in their cells. Chairman Carswell said even with the cost increase, the updated price is still cheaper than the next lowest responsible bidder. Commissioner Taylor suggested the item be moved to the consent agenda.

RESULT: MOVED WITHOUT OBJECTION TO THE CONSENT AGENDA FOR THE NEXT MEETING: 1/21/2020 AT 6:00 PM

REPORTS – NONE.

OTHER DISCUSSION ITEMS

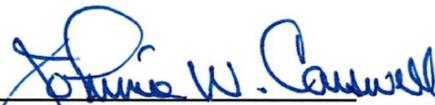
Chairman Carswell reminded everyone that there is a special meeting on January 10th in the Board room at 3:00 p.m. regarding the Tourism Development Authority (TDA).

ADJOURN

Motion: To adjourn at 4:47 p.m.

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

Approved this 19th day of May 2020.



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

Attest:



Kay Honeycutt Draughn, CMC, NCMCC
Clerk to the Board