The Burke County Board of Commissioners held a pre-agenda meeting on Tuesday, April 2, 2019 at 3:00 p.m. The meeting was held at the Lake James Fire and Rescue, Inc., 3222 NC-126 in Morganton, N.C. as a citizen outreach initiative. Those present were:

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

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

**CALL TO ORDER**
Chairman Carswell called the meeting to order at 3:00 p.m. and expressed appreciation to the fire department for hosting the meeting.

Chairman Carswell presented Jim Powell, Lake James Fire and Rescue Chairman (pictured left), and Ken Corn, Treasurer (pictured right) with a certificate of special recognition for 50 years of dedicated public service to the Lake James community. Mr. Powell said Lake James Fire and Rescue has a rich history of being an all African American fire department and offered appreciative comments and noted the financial savings that volunteer fire departments bring to communities across the nation.

Chairman Carswell also recognized Commissioners Abele and Taylor and wished them a happy birthday.
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

HEALTH DEPT. - 2018 STATE OF THE COUNTY HEALTH REPORT

The Health Department is required to present to stakeholders the progress on the Community Health Needs Assessment every year that a Community Health Needs Assessment is not completed. The progress from the 2016 Community Health Needs Assessment is noted in the 2018 State of the County Health Report.

Lisa Moore, Health Education Supervisor, reviewed the health report and said the only noticeable change was that the median household income rose by about $1,000 from 2016 to 2017 from $39,759 to $40,854. In the leading cause of death section, she noted that unintentional injury moved from rank six (6) to four (4) and attributed the increase to the drug epidemic. As a part of the 2016 community health needs assessment, three (3) priorities were identified for the next assessment: substance use disorder, mental health, and poverty.

Priority #1: Substance Use/Misuse Strategies/Interventions:
- Decrease the rate of unintentional/undetermined prescription opioid overdose deaths
- Decrease the rate of controlled substances and opioids dispensed
- Reduce the percentage of high school students who report drinking alcohol in the past 30 days
- Adult/youth focused consistent communications and prevention education

Priority #2: Mental Health Strategies/Interventions:
- Increase support for mental health through involving stakeholder’s communication, education and awareness within Burke County
- Provide 20 adult/youth mental health first aid trainings to community partners
- Reduce the number of mental health emergency department visits by 3%
- Implement a web-based application for emergency responders to provide appropriate and timely resources during a mental health crisis

Priority #3: Poverty Strategies/Interventions:
- Increase utilization of 211 resources by 25%
- Decrease those residents living in poverty by increasing opportunities for involvement in the evidence-based program, Circles

Ms. Moore then reviewed the progress of the three (3) priorities, which are all listed in the report found in the agenda packet. Other emerging issues in the County are a lack of housing and lack of affordable housing, drugs, such as meth and heroin, and the growing homeless population, Moore said.
Ms. Moore responded to several questions from Commissioner Taylor. Commissioner Taylor commended Ms. Moore for the report.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 4/16/2019 AT 6:00 P.M.

HEALTH DEPT. - PRESENTATION OF MEDICAID TRANSFORMATION AND BURKE COUNTY PUBLIC HEALTH
Rebecca McLeod, Health Director, presented information about Medicaid Transformation and how it will affect Burke County public health as follows:

PUBLIC HEALTH OBJECTIVES
- Play a vital role in Medicaid reform and clinical services without compromising our broader public health mission
- Maintain public health capacity and expand role with initiatives beyond traditional health care
- Continue to meet community needs for all families and individuals

NORTH CAROLINA’S GOALS FOR MEDICAID MANAGED CARE
1. Measurably improve health
2. Maximize value to ensure program sustainability
3. Increase access to care

SOCIAL DETERMINANTS OF HEALTH
DHHS is targeting social and economic factors that directly affect individuals’ health and health care costs
- Housing
- Food insecurity
- Lack of transportation
- Interpersonal violence

70% of health outcomes are tied to non-medical social determinants of health
WHY DOES THIS MATTER TO PUBLIC HEALTH?

Big Picture:

- Medicaid revenue streams have become critical funding for local health departments.

- In NC, state funding for public health is ranked 44th lowest in the nation ($14.16 per capita, $27.40 per capita is the median).

- Local health departments rely on Medicaid funding in part to provide essential and mandated services required in the NC General Statutes (for all populations).

WHY DOES THIS MATTER TO PUBLIC HEALTH?

Clinical Services & Cost Settlement:

- Billing and accountability for services today is tied to one entity (the state).

- Under managed care, there will be 4 statewide managed care organizations and 1 provider led entity (PLE) in 2 regions – additional administrative burdens for local health departments.

- Future payment models will include a blend of contracted fee for service arrangements and/or additional per member per month programs.

WHY DOES THIS MATTER TO PUBLIC HEALTH?

Care Management:

- Role could be removed from health departments (eliminated or given to managed care organizations (MCO's)).

- Health departments have exceptional expertise in managing these high risk populations at a local level with our medical community.

- Reduces our capacity and staffing which supports other critical community needs like preparedness and communicable disease outbreaks.

- Single largest Medicaid revenue for local health departments today.

TIMELINE FOR MEDICAID TRANSFORMATION

- March 2019 – Contracts awarded and executed

- November 2019 – Prepaid Health Plans (PHP) go live

- February 2020 – Burke County go live

NC MEDICAID MANAGED CARE REGIONS AND ROLLOUT DATES

Relaunched Phase 1: Nov. 2019 - Regions 2, 3, 4, 5 and 6

Relaunched Phase 2: Feb. 2020 - Regions 1, 2, 3, 5, and 6
Commissioner Taylor noted the impact Medicaid transformation will have on mental health services.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 4/16/2019 AT 6:00 P.M.

SCHEDULED PUBLIC HEARINGS - NONE.

CONSENT AGENDA

BCPS - J.T. RUSSELL & SONS INC. CHANGE ORDER 2 - $23,285
Doug Setzer, BCPS Auxiliary Services Director, presented information regarding Change Order No. 2, J.T. Russell & Sons, Inc., in the amount of $23,285 for the Mtn. View Elementary School road widening project as follows:

Board approval is necessary because the County is a party to financing of the school construction project.

+$3,500 - Restriping Temporary Lines as required by NCDOT
+$12,310 - Sidewalk tie-in
+$7,475 - Install snow-plowable lane markers as requested by NCDOT

Project sales tax proceeds will be utilized to cover Change Order No. 2.

Commissioner Taylor asked if the project is still within budget. Mr. Setzer said yes and noted hopefully, they will see a reimbursement from NCDOT for the roadwork on Sandford Drive. Vice Chairman Mulwee asked what is the estimated completion date for the signal installation and when it will be operational. Mr. Setzer said probably by the end of the month.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 4/16/2019 AT 6:00 P.M.

BCPS - MTN. VIEW SCHOOL FIRST AMENDMENT TO ARCHITECT’S CONTRACT - $215,000

Keith Lawson, Burke County Public Schools Finance Officer, presented information regarding the first amendment to the architect’s contract, between Cort Architectural Group, PA and the Burke Co. Board of Education in the amount of $215,000 for Mtn. View Elementary School. (Board action is necessary because the County is a party to the financing for Mtn. View Elementary School. Project sales tax proceeds will be utilized to cover the amendment.)

Mr. Lawson said this amendment is the result of significant delays by the contractor and subcontractors and the substantial completion date of August 1, 2018 was not met. While everything was ready for students to occupy the building, a lot of background work still needs to be completed. Lawson said once the project is completed, liquidated damages will be sought from the contractors/subcontracts to recuperate these additional costs. Mr. Lawson noted that the $24.4 million Mountain View Elementary School project is still under budget and will be completed under budget.

In response to a question from Commissioner Taylor, Mr. Lawson said the $215,000 was negotiated down from $250,000 and if this amendment is approved, $192,455 will be paid initially and once the project is completed, the $22,545 will be paid. James Reid Simpson, II, County Attorney, clarified that the $192,455 represents work that has already been completed and the $22,545 represents work that still needs to be completed.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 4/16/2019 AT 6:00 P.M.

CM - PROCLAMATION DECLARING MAY 2, 2019 AS NATIONAL DAY OF PRAYER

County Manager Steen reported information regarding the National Day of Prayer proclamation as follows:

The National Day of Prayer tradition predates the founding of the United States of America, evidence by the Continental Congress' proclamation in 1775 setting aside a day of prayer. In 1952, Congress established an annual day of prayer and, in 1968, that law was amended, designating the National Day of Prayer as the first Thursday in May.

Though the National Day of Prayer focuses most of its efforts promoting the
annual day of prayer, we realize that true life-altering, world-changing prayer cannot happen in a single day. It must become a discipline. The theme for the 2019 National Day of Prayer is "Love One Another". The Board is requested to adopt a proclamation.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 4/16/2019 AT 6:00 P.M.

CO. MGR. - AMENDMENT TO MORGANTON’S DIG PROGRAM
County Manager Steen presented information regarding the amendment to Morganton’s DIG program as follows:

Morganton revised its DIG (Development Incentive Grant) program guidelines recently. The primary changes to the program will be presented at the meeting. The original guidelines were approved by the Commissioners in 2010.

County Manager Steen said the river, hospitality, and downtown districts will see very little to no changes. He said the City wants to delete the motor vehicle district from the program and noted the required investment amounts will be increased, with non-profits not qualifying for the program. County Manager Steen said he had concerns with how the incentive calculation was done for projects in the downtown district and these changes are not significantly different from the previous document.

Commissioner Taylor said the DIG program is not his favorite program, but it should be kept because it does help bring in new business to the County. Chairman Carswell said he asked the County attorney to contact the City attorney because the City discussed possible MOUs (Memorandums of Understanding) regarding hotels and other businesses near the old Abele’s Family Restaurant. James Reid Simpson, II, County Attorney, said the City attorney provided him copies of the proposed MOUs and all they are concerned about at this point is allowing the City to build a road connecting South Sterling Street and West Parker Road and to allow them to install water and sewer lines on the property.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 4/16/2019 AT 6:00 P.M.

FINANCE - AUDIT CONTRACT FOR FY 18-19
Margaret Pierce, Deputy County Manager/Finance Director, reported North Carolina General Statute 159-34 requires the County to have its accounts audited annually by a certified public accountant. The County’s current audit firm, Lowdermilk Church & Co., L.L.P. has submitted a proposal to do the work for $44,700. The cost for Fiscal Year 17-18 audit work was $44,700, so no increase is requested.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 4/16/2019 AT 6:00 P.M.

GENERAL SERVICES - APPROVE FEE SCHEDULE FOR SALE OF COMPOST
Scott Carpenter, Deputy County Manager/Planning Director, said Burke County proposes to sell wood compost that was produced from tree and brush debris at the Johns River Waste Management Facility. Currently there is no fee schedule for sale of wood compost. The
proposed fee schedule includes fees for purchase of wood compost depending on the size of the vehicle. Landfill personnel will load vehicles at the compost pile locations. Payment will be made at the scales upon arrival at the facility. The proposed fee schedule omits “Boiler Fuel” since this item is no longer available for sale. If approved, the effective date would be April 17, 2019.

### Proposed Waste Management Fee Schedule

*(Additions shown In Bold)*

<table>
<thead>
<tr>
<th>Category</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial/Industrial</td>
<td>$68.80 per ton</td>
</tr>
<tr>
<td>Construction/Demolition</td>
<td>$37.15 per ton</td>
</tr>
<tr>
<td>Brush</td>
<td>$31.70 per ton</td>
</tr>
<tr>
<td><strong>Wood Compost - Small Pickup</strong></td>
<td><strong>$10.00 per load</strong></td>
</tr>
<tr>
<td><strong>Wood Compost - Standard Pickup</strong></td>
<td><strong>$15.00 per load</strong></td>
</tr>
<tr>
<td><strong>Wood Compost - Trailers &amp; Large Trucks</strong></td>
<td><strong>$25.00 per scoop</strong></td>
</tr>
<tr>
<td>Pallets</td>
<td>$40.40 per ton</td>
</tr>
<tr>
<td>Roofing Material</td>
<td>$37.15 per ton</td>
</tr>
<tr>
<td><strong>Residential Dwelling Fee</strong></td>
<td></td>
</tr>
<tr>
<td>Regular Rate</td>
<td>$72.00 per year</td>
</tr>
<tr>
<td>Qualified Reduced Rate</td>
<td>$36.00 per year</td>
</tr>
<tr>
<td>Single Wide Mobile Homes</td>
<td>$546.00 each</td>
</tr>
<tr>
<td>Double Wide Mobile Homes</td>
<td>$655.00 each</td>
</tr>
<tr>
<td>Triple Wide Mobile Homes</td>
<td>$764.00 each</td>
</tr>
<tr>
<td>Rims with Tires (up to 20&quot;)</td>
<td>$3.25 per rim</td>
</tr>
<tr>
<td>Rims with Tires (Greater than 20&quot;)</td>
<td>$4.35 per rim</td>
</tr>
<tr>
<td>Sale of Wooden Pallets</td>
<td>$1.10 each</td>
</tr>
<tr>
<td>Weigh Truck Only</td>
<td>$8.75 each</td>
</tr>
</tbody>
</table>

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 4/16/2019 AT 6:00 P.M.

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

Danny Isenhour, Tax Administrator, presented the Tax Collection report for March 2019 as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Annual Budget</th>
<th>Amount Collected YTD</th>
<th>Balance to Collect</th>
<th>% Collected</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Year Taxes</td>
<td>$44,850,000.00</td>
<td>$43,657,847.41</td>
<td>$1,192,152.59</td>
<td>97.34%</td>
</tr>
<tr>
<td>Delinquent Taxes</td>
<td>$710,000.00</td>
<td>$497,502.06</td>
<td>$212,497.94</td>
<td>70.07%</td>
</tr>
<tr>
<td>Late List Penalty</td>
<td>$300,000.00</td>
<td>$227,179.32</td>
<td>$72,820.68</td>
<td>75.73%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Category</th>
<th>Annual Budget</th>
<th>Amount Collected YTD</th>
<th>Balance to Collect</th>
<th>% Collected</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Tax</td>
<td>$40,374,965.00</td>
<td>$40,207,160.15</td>
<td>$167,804.85</td>
<td>99.58%</td>
</tr>
<tr>
<td>Motor Vehicle Tax</td>
<td>$4,475,035.00</td>
<td>$3,450,687.26</td>
<td>$1,024,347.14</td>
<td>77.11%</td>
</tr>
</tbody>
</table>
These two items below make up the current year taxes above.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 4/16/2019 AT 6:00 P.M.

TAX DEPT. - RELEASE REFUND REPORT FOR MARCH 2019
Danny Isenhour, Tax Administrator, presented the Release Refund report for March 2019 as follows:

<table>
<thead>
<tr>
<th>Tax System Refunds and Releases</th>
<th>Report Amount</th>
<th>Rebilled Amount</th>
<th>Net Release</th>
<th>Refund Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Releases (TR-304)</td>
<td>$4,130.40</td>
<td>$3,150.86</td>
<td>$979.54</td>
<td>$830.78</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>VTS Refunds Over $100</th>
<th>Refund Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>VTS Adjustments</td>
<td>$304.85</td>
</tr>
</tbody>
</table>

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

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 4/16/2019 AT 6:00 P.M.

ITEMS FOR DECISION

CO. MGR. - AWARD OF COURTHOUSE SALLY PORT BID (PLACE HOLDER)
County Manager Steen introduced Marty Beal with CBSA Architects, who reported the following information:

Construction bids are being solicited for the addition of a sally port and stairwell to the back side of the courthouse. Bids are due by 3 p.m. on April 11, 2019. After which, they will be reviewed, and a recommendation made at the regular meeting. The bid notice was published in two (2) newspapers and posted on three (3) websites, including the State’s. Completion of this project is necessary to coincide with the opening of the new Burke County Jail at the end of the calendar year.

Budgetary Effect: TBD. Funding is not included in the FY 18-19 budget. An appropriation of General Fund, Fund Balance is necessary to proceed.

Mr. Beal said a mandatory pre-bid conference was held on March 29th and five (5) general contractors attended the meeting and expressed interest in the project.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 4/16/2019 AT 6:00 P.M.
GENERAL SERVICES - ELEVATOR REPAIRS AT HUMAN RESOURCES CENTER (PLACE HOLDER)

Scott Carpenter, Deputy County Manager/Planning Director, said the 44-year-old elevator at the Human Resources Center is inoperable due to control system failure and must be repaired. The elevator was installed in 1975 when the facility was built. The failed control components are obsolete and replacement parts are no longer available. Quotes have been requested for complete replacement of the elevator controls and hydraulic pump system with new up-to-date components. A contractor will be selected on the lowest lump sum price. The quotes and staff recommendation to award contract will be presented at the regular meeting. Bids are due April 9th, 2019. Budgetary Effect: No funds have been budgeted for this project. Fund balance is needed to construct this project.

Chairman Carswell asked if the carriage will need to be replaced as well or just the control system. Mr. Carpenter said he believes the entire elevator will need to be replaced. Mr. Carpenter responded to a question from Commissioner Taylor. Chairman Carswell asked how long will the elevator be inoperable while it is being repaired. Mr. Carpenter said he is not sure but thinks it will be around two (2) months.

Rebecca McLeod, Health Director, spoke from the audience, and said the elevator has been out of order since last fall and the air conditioning cannot be repaired until the elevator is fixed. Chairman Carswell asked Mr. Carpenter to work with the General Services Director and create a regular Friday report to keep the Manager and Commissioners informed on this project. Commissioner Taylor asked if a crane could be used to help repair the air conditioner. Ms. McLeod said the logistics of the building would not allow it.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 4/16/2019 AT 6:00 P.M.

CO. MGR. - REQUEST FOR QUALIFICATIONS FOR NEEDS ASSESSMENT & ARCHITECTURAL DESIGN SERVICES FOR ANIMAL SHELTER (PLACE HOLDER)

County Manager Steen reported information regarding the RFQ for a needs assessment and architectural design services for an animal shelter as follows:

“Request for Qualifications” was issued for a needs assessment and architectural services for an animal shelter. The notice was posted to the website on March 20th and advertised in the newspaper on March 22, 2019. Further, the notice was published on the State’s procurement website on March 20. Responses are due on April 5th.

Budgetary Effect: There is no funding in the FY 18-19 budget. An appropriation of General Fund, Fund Balance is necessary to move forward.

Commissioner Taylor said the needs assessment seems like a waste of money if it has already been decided that a new shelter is going to be built. County Manager Steen said the needs assessment will help the County better understand what is needed for a new shelter. He also noted that this would be a good opportunity to involve the public and those who are interested in animal welfare. In response to a question from Vice Chairman Mulwhee, Clerk Draughn said in addition to the firm that the Chairman and Vice Chairman heard from, she anticipates between four (4) and six (6) other firms to submit RFQs. A brief discussion ensued.
RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 4/16/2019 AT 6:00 P.M.

CO. MGR. - FUNDING FOR ANIMAL SHELTER FLOORS
County Manager Steen and Clerk Draughn presented information regarding the funding for animal shelter floors as follows:

The Burke Co. Animal Shelter was inspected by the Department of Agriculture in February and a copy of the report was provided in the agenda packet. Two (2) primary concerns were noted: a leaking roof into an unused fan and unsealed floors. For compliance, these repairs must be completed. Based on the rough estimate provided by the General Services Director, the roof can be repaired with existing funds of $4,600. Three (3) quotes for grinding and sealing the floors/coves are provided:

Surface Concepts Inc. - $25,155
KC Properties, LLC - $33,950
Cross Coatings Inc. - $31,150

Budgetary Effect: An appropriation of General Fund, Fund Balance is necessary to complete the required floor repairs. Additional funding for the roof and electrical repairs may be requested as part of the budget process.

Regarding reimbursement from the City of Morganton (Section 7, Agreement to Provide for the Management and Operation of an Animal Shelter), as of March 26, the Manager is waiting for a response from the City concerning potential reimbursement.

Chairman Carswell asked if this inspection was routine and how often the Department of Agriculture conducts inspections. Clerk Draughn said it was a routine inspection which occurred in February. Chairman Carswell asked if the County could get a reprieve because a new shelter will be built. Clerk Draughn said Lt. Massey with Animal Control told her with the recent situation that Friends for Animals went through, Burke County would not be given a pass, but could ask. County Manager Steen said if the County builds a new shelter, it would take at least 24 months, so the County needs to be able to use the current building. Clerk Draughn also responded to questions from Commissioner Taylor.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING: 4/16/2019 AT 6:00 P.M.

REPORTS
Chairman Carswell reminded everyone of the following events/dates:

- The 4-H achievement night is this evening, April 2nd. The Chairman encouraged Board members to attend because he is unable to.
- June 11th is the Board of Equalization and Review training at 2:00 p.m. in Burke County Commissioners’ Room.
• April 17th is the Master Gardener graduation at the Burke County Cooperative Extension office at noon.
• April 25th is the WPCOG annual meeting which will be held at the Hickory Metro Convention Center at 6:00 p.m.
• June 21st is the groundbreaking of the Morganton campus of the North Carolina School of Science and Mathematics.

OTHER DISCUSSION ITEMS - NONE.

ADJOURN

Motion: To adjourn at 4:20 p.m.

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

Approved this 20th day of August 2019.

Attest:

Kay Honeycutt Draughn, CMC, NCMCC
Clerk to the Board