

May 19, 2020 (Special Regular)

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

Both Burke County and the State of North Carolina had previously declared a state of emergency which was ongoing as of May 19, 2020 due to the global COVID-19 pandemic. Following the N.C. Governor's Executive Order limiting mass gatherings and to protect the health of all meeting participants, the Burke County Board of Commissioners' regularly scheduled in-person regular meeting on May 19, 2020 at 6:00 p.m. was cancelled on May 14th, 2020. A special remote meeting via Zoom, a virtual meeting / teleconferencing platform with simultaneous communication, was scheduled for May 19, 2020 at 6:00 p.m. to facilitate the meeting. Chairman Carswell executed the combined notice of meeting cancellation and notice of a special virtual meeting which was published on May 14th, 2020. The Commissioners, the County Manager, the County Attorney, the Clerk and County staff as well as any citizens that joined the virtual meeting, could hear, and see one another for the duration of the meeting. Citizens that joined by telephone, could only hear the meeting. Citizens were also invited on May 14th, 2020 to watch a live stream of the meeting on the County's YouTube channel, BurkeCountyNC or view the meeting later on the local cable systems. During the meeting, the Clerk shared each agenda item on her computer screen so that meeting participants could see the item being discussed and the agenda, in its entirety, was posted to the County's website, www.burkenc.org, several days prior to the meeting as usual. A verbal roll call was conducted.

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 6:02 p.m.

INVOCATION

Pastor David Bridges, First Apostolic Church, delivered the invocation.

PLEDGE OF ALLEGIANCE

J.R. Simpson, II, County Attorney, led the Pledge of Allegiance to the American flag.

APPROVAL OF THE AGENDA

Motion: To approve the agenda.

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

APPROVAL OF MEETING MINUTES

Motion: To approve the minutes of the December 2, 2019 (pre-agenda), December 17, 2019 (regular), January 7, 2020 (pre-agenda), January 10, 2020 (special), and January 15, 2020 (special) meetings as written.

RESULT:	APPROVED [UNANIMOUS] BY A VERBAL ROLL CALL VOTE
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 they currently have no adoptable dogs at the Animal Services Center (ASC). Lindsay Stump, Animal Services Coordinator, presented Bessie, a cat in need of her "forever" home. Ms. Settlemyre encouraged citizens who are interested in fostering/adopting a dog or cat to please contact the ASC.

Chairman Carswell commended Animal Services for their work in getting animals adopted. In response to a question from Chairman Carswell, Ms. Settlemyre said there are currently six (6) adoptable cats at the ASC and 30 kittens which are currently in foster homes.

RESULT:	NO ACTION TAKEN.
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TDA - FINANCIAL UPDATE FOR THE PERIOD ENDING MARCH 31, 2020

In accordance with Session Law 2007-265, HB 78, the Tourism Dev. Authority must report quarterly and at the close of the fiscal year to the Burke County Board of Commissioners on its receipts and expenditures for the preceding quarter and for the year in such detail as the board may require.

Ed Phillips, TDA Director, presented the financial update for the period ending March 31, 2020.

This section is intentionally left blank.

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TDA	YTD ACTUAL VS. FULL YEAR BUDGET			
	Jul '19 - Mar 20	Budget	\$ Over Budget	% of Budget
Income				
4010 - Burke Co. Govt. - Occup. Tax	328,356.57	607,000.00	-278,643.43	54.1%
4110 - Interest Income	98.20			
4120 - Other Income	23,511.96	40,000.00	-16,488.04	58.78%
5000 - Trolley Revenue	17,141.22	15,000.00	2,141.22	114.28%
Total Income	369,107.95	662,000.00	-292,892.05	55.76%
Expense				
5010 - Accounting	8,812.50	8,000.00	812.50	110.16%
5015 - Legal and Professional Fees	7,266.10	0.00	7,266.10	100.0%
5020 - Marketing/Advertising	99,609.28	156,300.00	-56,690.72	63.73%
5102 - Membership Dues	275.00	2,500.60	-2,225.60	11.0%
5110 - Building Maintenance	27.71	500.00	-472.29	5.54%
5113 - City of Morganton/Tourism	67,262.82	136,575.00	-69,312.18	49.25%
5115 - Town of Valdese/Tourism	45,614.54	75,874.40	-30,259.86	60.12%
5140 - Website Upkeep	1,801.51	499.96	1,301.55	360.33%
5150 - Insurance				
5155 - Trolley Insurance	3,391.40			
5160 - Directors & Officers Liability	1,225.00			
5165 - Worker's Compensation	82.00			
5175 - Employee Health Insurance	8,223.28			
5150 - Insurance - Other	0.00	20,000.00	-20,000.00	0.0%
Total 5150 - Insurance	12,921.68	20,000.00	-7,078.32	64.61%
5180 - Office Supplies	3,896.40	4,000.04	-103.64	97.41%
5190 - Payroll Shared Staff Reimburse	3,835.67			
5200 - Payroll Expenses				
5210 - Payroll	92,350.97			
5215 - NC Unemployment Tax	457.85			
5220 - Part-time Staffing	5,682.75			
5230 - Payroll Taxes	7,975.41			
5235 - Retirement	7,528.05			
5200 - Payroll Expenses - Other	16,372.82	211,000.00	-194,627.18	7.76%
Total 5200 - Payroll Expenses	130,367.85	211,000.00	-80,632.15	61.79%
5250 - Postage	709.61	750.00	-40.39	94.62%
5280 - Office Rent	5,000.00	6,000.00	-1,000.00	83.33%
5290 - Telephone	2,246.64	3,000.00	-753.36	74.89%
5300 - Travel/Training				
5320 - Board Meeting Expenses	158.10			
5300 - Travel/Training - Other	9,443.92	22,000.00	-12,556.08	42.93%
Total 5300 - Travel/Training	9,602.02	22,000.00	-12,397.98	43.65%
5301 - Trolley Expenses	11,977.72	15,000.00	-3,022.28	79.85%
5305 - Meetings	1,095.37			
5400 - Misc. Expense	3,645.50			
Total Expense	415,967.92	662,000.00	-246,032.08	62.84%
Net Income	-46,859.97	0.00	-46,859.97	100.0%

Mr. Phillips said since April, occupancy at the hotels are up and he is hopeful they are now recovering from the financial impact of COVID-19. He said they have a social media campaign called "Burke's Treasures" and every morning there is a post about a Burke treasure that is tied to tourism, attractions, people, or retail. Mr. Phillips said beginning in June, they will have a campaign called "Discover Burke's Treasures" and they are working on packages to invite people to visit Burke County in an organized manner with various packages/themes.

Chairman Carswell opened the floor for questions and comments from the Board. Vice Chairman Mulwee asked how the TDA is marketing prudently due to their restriction of marketing funds. Mr. Phillips said they worked with publications to get free ad space and articles as well as a significant discount on the billboards on Interstate 40. He said they have cut back on

everything they possibly can to preserve their funds so they can focus on recovery marketing when people begin traveling again. Mr. Phillips responded to a comment from Commissioner Taylor and noted that people coming to the visitor center were interested in relocating to Burke County, not just leisure travel.

Motion: To accept the report as presented.

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

SCHEDULED PUBLIC HEARINGS

BDI - BUILDING REUSE GRANT AND LOCAL ECONOMIC DEVELOPMENT GRANT FOR PROJECT REFRESH AND PUBLIC HEARING - 6:00 PM

Information from the agenda packet:

Burke Development Inc. requests support for Project Refresh, a new industry

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relocating to Burke County (Morganton), through a Building Reuse grant, and a local economic development grant which will be the matching funds for a proposed One NC grant from the State of North Carolina.

A Building Reuse grant application for \$500,000 is being submitted to the State by the County. Burke County and the City of Morganton will provide the 5 percent local match of \$12,500 each or \$25,000 total. A grant administration contract with the WPCOG (Western Piedmont Council of Governments) is necessary if a grant award is received. The local match will cover the grant administration cost. The Company will create at least 151 new jobs by the end of 2022, approximately 226 new jobs over 5 years and invest approximately \$18.5 million in new additional tax base. The jobs will meet or exceed the average county wage and will include healthcare benefits.

A \$500,000 One NC grant application will be submitted to the State, which requires a 50% local match. Burke County's and the City of Morganton's proposed economic development grants, which consists of grants equivalent to 60% of the taxes paid on the new taxable investment for five (5) consecutive years beginning in FY 2022-23 will be used as the match. Based on the estimated investment of \$18.5M and the County's current tax rate of 69.5 cents, the County's portion would be \$77,145 annually for five (5) years or \$385,725 in total. Based on Morganton's current tax rate of 57 cents, their allotment would be \$63,270 annually or \$316,350 in total. (This is for demonstration purposes only based on investment approximation - actual incentive may vary.)

To comply with the following portion of HB 730 (SL 2020-3) and upon the advice of Tyler Mulligan at the UNC School of Government, excluding the public hearing, official action on the proposed economic incentive grant will occur at 2 p.m. on May 22, 2020. The meeting will be held in the County Board Room, 110 N. Green Street in Morganton and subject to current Coronavirus social distancing requirements.

Public Hearings. - A public body may conduct any public hearing required or authorized by law during a remote meeting, and take action thereon, provided the public body allows for written comments on the subject of the public hearing to be submitted between publication of any required notice and 24 hours after the public hearing.

The County's portion of the local match, \$12,500, would need to be appropriated in the FY 2020-21 budget. Based on an \$18,500,000 investment, the grant allocation would be approximately \$77,145 per year beginning in the 2022-2023 budget year.

Alan Wood, President and CEO of BDI, said this is a project that BDI has been working on since September and he thanked ElectriCities who made him aware of this lead. This company will occupy the former Ice River Springs facility, located on Ceramic Tile Drive in Morganton and the building is approximately 318,000 sq. ft. in size. Mr. Wood said the company will create 151 new jobs by the end of 2022 and the total projection over five (5) years is for 226 jobs. The company plans to invest approximately \$18.5 million, which is new investment and the tax base

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won't be known until those numbers are provided by the Tax Office. Mr. Wood further stated the company plans to install two (2) state-of-the-art bottling lines and the building is under contract. BDI submitted an application for a One NC grant and a Building Reuse grant is on the Rural Infrastructure Authority's agenda for the June 15th meeting. Mr. Wood said the Building Reuse grant is for \$500,000, there is a five (5) percent local match required, and he will appear before the Morganton City Council on June 1st. The \$500,000 One NC grant requires a 50 percent match, which will be derived from the local incentives that are proposed at 60 percent of the new tax base for a period of five (5) years. He estimated the County's portion is roughly \$77,000 a year based on 60 percent of the new taxes over a five (5) year period would be a little over \$385,000; Morganton's portion based on their tax rate, would be approximately \$63,000 a year with a total of about \$316,000.

Chairman Carswell opened the floor for questions and comments from the Board. Vice Chairman Mulwee commended Mr. Wood and his staff for recruiting this company during a difficult time. In response to a question from Vice Chairman Mulwee, Mr. Wood said at this time, this would be the company's only east coast distribution center and then he responded to a question from Commissioner Taylor concerning the local grant match amounts.

Chairman Carswell asked Clerk Draughn if any public comments had been received. Clerk Draughn said she did not receive any written comments nor is she aware of anyone currently in the Zoom meeting wishing to speak on this item. Chairman Carswell said written public comments concerning this item will be accepted through May 21, 2020 via email, fax, U.S. mail, or hand-delivered to the Clerk in order to comply with House Bill 704.

After a clarification from the County Attorney, Chairman Carswell opened the public hearing at 6:26 p.m. and asked if anyone present on the Zoom call would like to make a public comment. There was no one to speak on this item so Chairman Carswell closed the public hearing at 6:27 p.m. The public hearing notice was published in the News Herald on May 7 and on May 14, 2020. It was also posted on the County's website, www.Burkenc.org, on May 7, 2020.

To allow for additional time to receive public comments in accordance with HB 730, this item was tabled until the Board's May 22, 2020 special meeting.

Motion: To table this item until 2 p.m. on May 22, 2020.

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

INFORMAL PUBLIC COMMENTS

Chairman Carswell opened the floor for informal public comments. Due to the Board holding their meeting over Zoom in order to ensure public safety, citizens had the option to submit their public comments to Clerk Draughn to be read aloud at the meeting. Eight (8) citizens submitted public comments which were read aloud by Clerk Draughn.

Debbie Hawkins, President, REASON, Inc.

Dear Burke County Commissioners,

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On behalf of Reason, Inc. I am writing to acknowledge our organization's support for the creation of positions as Animal Services Enforcement Officers and the transfer of oversight and supervision to the County Manager. Reason has worked diligently to educate the public on the benefits of spaying and neutering. Several years ago, we joined forces with Burke County with the purpose of targeting citizens who were turning in litters and had complaints filed against them for their animals' problem behaviors. We enlisted the assistance of the Sheriff's Office to ensure the Animal Control officers distribute our Reason cards as they encountered them in the field. To remind you, these cards should have been given to these citizens, which would have provided a free rabies vaccination and a free spay /neuter for their animal. Unfortunately, very few cards were given out in the field.

Educating in the field has been found to be a critical element to reducing the number of unwanted animals in a given area and is the current model of animal welfare programs. To achieve this, we need a model that is current and designed to educate the public on how to better care for their animals. We need officers who provide information on resources available in our community who are also willing to hold pet owners accountable by enforcing the ordinance. As you are aware, humane trapping is an area that requires great attention. We need animal welfare officers who believe in staying current on techniques for humane trapping and who work in harmony with organizations whose mission is to rescue, adopt, and who understand the importance of spaying and neutering. The Sheriff has stated publicly many times the officers do not have the time, nor do they have the manpower to do this.

Key elements within the job description of one proposed position sums it up: participating in public education, educating the public on the importance of spay /neuter and pet overpopulation, working in cooperation with rescue organizations and maintaining communication with Animal Services. All of these have been sorely lacking in the last many years. Creating these positions and aligning them with the shelter operations, is a fiscally responsible decision. Ultimately, having staff who are educating the public on the animal ordinance and enforcing this ordinance will result in fewer animals impounded, eventually saving the taxpayers money. We may not be able to change everyone's attitudes towards the care of the animals, but we can change the outcome.

What a huge impact you can make if you move ahead on this decision. It is past time for Burke County.

Debbie Hawkins, Chair of the Burke County Animal Advisory Board (AAB), on behalf of the AAB.

This letter is in support of the proposed creation of Animal Services Enforcement positions to be under the oversight of the Burke County Manager. The Burke County Animal Advisory Board believes the shift out from under the Sheriff's Office would be a positive move in that it puts the Animal Services shelter and the "enforcement" of animal welfare in our community under one roof. Since the Animal Services staff began late last year, there has been a major shift in developing a more positive atmosphere for the animals as well as the public.

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Shifting the message of "control" to one of enforcement sets the stage for a more proactive approach for Burke County's treatment of animals. These positions, by being a part of the Animal Services Center, can play a more active role in resolving issues in the community and providing resources to companion pet owners. Yes, these positions would still be responsible for enforcing the animal welfare ordinance, investigating allegations of abuse and mistreatment, but could be instrumental in providing information to the public about how to properly care for their animals, and to provide rescue resources to those who find themselves unable to do so.

We understand Commissioner Taylor's reluctance to "reward" negative behavior by not holding the Sheriff's Department accountable for what they are assigned to do. However, rewarding negative behavior is allowing the behavior to continue with little accountability. The County Commissioners, in reality, have no legal authority over the Sheriff's Office or its staff. If Burke County's government truly wants to make a difference in the lives of the animals in our county, creating these positions and putting them under the authority of the County Manager is a step in the right direction.

Jennifer Terry, Morganton

Dear Commissioners,

I am writing in support of the proposal to move Animal Control positions from supervision by the Sheriff's Department to supervision by the County Manager. Because of the unique overlap of animal welfare, code enforcement and public health considerations I feel strongly the County Manager is best positioned to address these areas in a humane and synergistic manner. The Burke County Commissioners have made significant progress in addressing the needs of our domesticated animals in recent years. I believe this progress will continue with the approval of this proposal.

Patti Selm, Morganton

Dear Commissioners,

I am writing to express my support to create Animal Services enforcement positions under the supervision of the County Manager. While currently those positions are under the supervision of the Sheriff's Department, I feel it is imperative to note the progress that has been made in animal welfare in our county since the County Manager, Bryan Steen, has taken over the supervision of our Animal Services department.

There have been many gains towards the positive treatment and management of domesticated animals under the direction of Mr. Steen. It seems very logical to extend that to Animal Control or Animal Enforcement & Care "in the field". Animal Services and Animal Enforcement or "Control", must work hand in hand, with mutual respect and towards the

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same goals. Therefore, putting this department or area of Animal Care under the direction of the County Manager would seem the best way to achieve that goal.

Thank you for all of your efforts to help the animals in Burke County and all of the fantastic progress that has transpired to this point.

Gwen Hood, 4077 Plantation Drive, Morganton

Dear Chairman Carswell, Vice President Mulwee, Commissioners Abele, Taylor, Brittain, and County Manager Bryan Steen:

I am writing this letter to support the efforts of this board to form a new animal control and positions which will be under the supervision of the County Manager's office and will no longer function under the supervision of the Sheriff's Department , as Sheriff Whisenant has proposed and supports.

The positive changes which have already taken place with the formation of our Burke County Animal Services Center, would be enhanced and greatly benefit the BCASC with the addition of a new animal control. Both departments would work together more cohesively and toward the same goals if Animal Control were supervised by the County Manager's office.

Part of the negative image that still unfortunately impacts the BCASC is the knowledge that there has been no change or improvement in animal control policies and goals.

Both departments working together and under the same team would have a more compassionate approach to solving problems in our county. Instead of negatively impacting the efforts of the BCASC, a new animal control would instead help promote a positive humane team and further our cause and hope to become a No Kill county.

The public's confidence would also improve regarding animal control, and there would be more opportunities to work with the public in educating and resolving existing concerns for animal welfare in our county.

I hope you will unanimously approve this exciting and positive change.

Evelyn McMillan Alderson, Treasurer, Hearts & Hands for Animals

Dear Commissioners,

I'm writing to you this evening to ask that you approve the creation & appointment of new Animal Services officers under the direction of the County Manager, Bryan Steen. I believe this will allow him to continue the incredible advancements that have been made with Animal Services in such a short time under his direction. The inclusiveness & community outreach set in motion by

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Animal Services staff has made an enormous difference in public opinion and the lives of companion animals in Burke County.

My organization provides monetary assistance to families & individuals needing veterinary care, spay/neuter & rental deposits, enabling them to keep their pet & avoid re-homing or surrender to Animal Services. We often partner with rescues, low cost spay/neuter & gratefully, now, Animal Services, if they find someone in need.

I believe your continued support & direction of Animal Services will serve to reinforce the "All About Advancing" brand for Burke County.

Lela Duke

Dear Burke County Commissioners,

I am writing this to state that I am very much in support of the creation of the positions for Animal Services Enforcement Officers and the transfer of these positions to the County Manager's office. As an individual who has volunteered with Animal Services of Burke County and someone who has been involved with several organizations dealing with animal welfare, I would like to first express my sincere appreciation to the board for the original restructuring of Animal Control to our current Animal Services program and its placement under the county manager's office. This has made a tremendous impact already on the treatment and welfare of the animals, and brought Burke County far forward in its quest to have an innovative quality program in place that will be a model to be emulated. Like the missing piece of a jigsaw puzzle, adding these positions and placing them under the supervision of the county manager's office will serve to ultimately complete the picture in making Burke County's Animal Services program reach the goal you yourselves have set forth. That goal is for Animal Services to be a department that understands and emphasizes the need for community education regarding basic animal welfare, the benefits and need for spaying and neutering of animals, a desire to work in coordination with other agencies to enhance the quality of life of animals in our county, and a knowledge of best practices in the handling of or trapping of stray or abandoned animals, which has not always been the case in the past. But this is the time to move forward. This is the time to build on the progress that has been made thus far. Your decision in this matter can make this happen and will greatly impact the lives of the animals in Burke County, the people who provide upkeep and care for them, and ultimately all of its citizens. I urge you to build on what you have begun by approving this and I extend a sincere thank you for all you do.

Gwen Stephens, 211 Hilltop St., Rutherford College

This note is in support of creating new Animal Service Enforcement positions under the overseeing of Burke County Manager Bryan Steen. I believe if we could move forward with this plan in mind, several things would take place:

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First, it would bring the current Animal Services and Animal Control under one roof and working as one entity. This would give FULL transparency to all activities taking place whereas with the present BCSO, things are not very clear and mandates are not being upheld. We are seeing incidents of present Animal Control not willing to work with the current Burke County Animal Services. At the present, it seems that the county has no say-so over what happens with Burke County Sheriff's Animal Control. It is my belief, that a "house divided" will fail, and so far that has been the outcome with this current situation. The "animal house" within Burke County is failing for a number of reasons, and many of them have been spoken loudly by the advocacy groups and animal boards since 2017. It's time to get "our house" in order as one, and maintain an excellent report with our public and most of all treating the animals as they should be treated... humanely.

Second, sub-committees of the Animal Advisory Board have tried to bring about a great positive image by keeping the public aware via radio and TV ads, but maintaining a positive image is difficult when we encounter adverse situations that no one has control over except the BCSO. I am speaking of the most recent issue that occurred with a small dog's death at the hands of BCSO Animal Control. We are working hard to change the image that has been emitted from the former Animal Control/Shelter; however, when you go to the Sheriff for assistance, and none is given except saying that "he (the sheriff) wants to get rid of Animal Control". That speaks volumes to me. If they don't want to do it, then please give it to someone who does. If we move forward with this transition, we will see the public more willing to become involved with their time, talents, and resources – all of which we desperately need.

Finally, if we can move forward with this "new enforcement" – not control, the house no longer divided will work more cohesively and transparently. We will see great strides in organization and in operations. I understand there has been reluctance to move forward because it was felt the BCSO would be rewarded in their failure to accurately and adequately perform their duties regarding the animals; however, I see this not as a reward, but putting this major responsibility into the hands of those most capable, most responsible, and most willing to put their hands to the plow and work this job as it should be.

Thank you for your kind consideration regarding this most difficult decision.

With there being no other comments, Chairman Carswell closed this portion of the meeting.

CONSENT AGENDA

As requested by the Chairman, County Manager Steen reviewed the items on the consent agenda. All the items on the consent agenda were approved by a single roll call vote. Commissioner Taylor announced his intent to vote against the consent agenda because the County finance report was removed. Note: The report was included in the reports section of the agenda packet.

BCPS - PRESENTATION OF FINANCIAL DATA FOR THE PERIOD ENDING MARCH 31, 2020

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In accordance with the Memorandum of Agreement approved by the County and the Board of Education, the Board of Education will provide to the County quarterly financial reports on the 2019-2020 budget year, showing the application of the County's local funding by the end of each fiscal quarter. These reports will be presented to the County's Board of Commissioners in November 2019, February 2020 and May 2020, respectively.

BCPS						
Estimated Revenues						
2019/2020						
	Annual		March YTD			% of Budget Received
	Previous	Current Fcst	Previous	Current	% Change	
State	80,597,443	80,600,000	60,494,881	60,269,393	-0.4%	74.8%
Federal	7,462,092	7,720,415	5,237,136	5,088,420	-2.8%	65.9%
Local	14,568,907	14,425,772	11,325,498	11,235,787	-0.8%	77.9%
School Nurses	718,403	998,140	563,099	650,259	15.5%	65.1%
Charter Schools	412,143	450,291	276,952	390,460	41.0%	86.7%
Fines & Forfeitures	430,149	380,000	259,995	266,833	2.6%	70.2%
Special Revenues	5,513,118	5,350,000	3,334,118	3,033,210	-9.0%	56.7%
Total	\$ 109,702,255	\$ 109,924,618	\$ 81,491,679	\$ 80,934,362	-0.7%	73.6%

BCPS									
Local Financials by Purpose & Function Level									
2019/2020									
Expenses	'16/17	'17/18	'18/19	'19/20					Total
				Budget	1st	2nd	3rd	4th	
5XXX Regular Instructional Services	4,912,851	5,164,868	5,324,653	5,426,911	822,802	1,957,952	672,119		3,452,873
6XXX Instructional Support	9,795,255	10,405,887	10,119,395	10,442,916	2,975,589	2,337,956	2,023,534		7,337,079
8XXX Other Governmental Units	655,442	625,363	702,226	617,763	57,823	155,247	192,898		405,968
4XXX Revenues Over/(Under)	430,881	(98,431)	37,872	(188,387)	93,890	(231,620)	1,137,813		1,000,083
XXXX Grand Total	\$ 15,794,429	\$ 16,097,687	\$ 16,184,146	\$ 16,299,203	\$ 3,950,104	\$ 4,219,535	\$ 4,026,364	\$ -	\$ 12,196,003
% of Annual Budget									74.8%
Revenue									
4110 Burke County	14,264,035	14,599,358	14,448,211	14,416,272	3,745,262	3,745,263	3,745,262		11,235,787
4110 Timber Receipts	10,747	9,406	120,696	9,500	-	-	-		-
4110 Charter Schools	370,618	372,286	412,143	450,291	89,557	289,412	11,491		390,460
4410 Fines & Forfeitures	430,126	330,570	430,149	380,000	1,529	141,577	123,727		266,833
4490 School Nurses	653,750	726,095	718,403	998,140	70,933	94,022	485,304		650,259
4493 Schools' Receivables	65,153	59,972	54,544	45,000	42,823	(50,739)	(339,420)		(347,336)
44XX Grand Total	\$ 15,794,429	\$ 16,097,687	\$ 16,184,146	\$ 16,299,203	\$ 3,950,104	\$ 4,219,535	\$ 4,026,364	\$ -	\$ 12,196,003
LCE FB contributed \$38k for '18/19, bringing total FB to \$2.7M, 16.6% of local budget									
At this point in time have no forecast as to current FB impact due to COVID-19									

Suggested Motion: To accept the report as presented.

RESULT:	APPROVED [4 TO 1] BY A VERBAL ROLL CALL VOTE
MOVER:	Scott Mulwee, Vice Chairman
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr. and Jeffrey C. Brittain
NAYS:	Maynard M. Taylor

BOC - RESOLUTION REGARDING RULES OF PROCEDURE FOR ELECTRONIC MEETINGS DURING COVID-19 STATE OF EMERGENCY

The following resolution establishes the rules of procedure for electronic meetings during the

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COVID-19 State of Emergency. The Board may wish to consider approving the use of these rules of procedures for any other global, national, state or local event that may occur in the future.

Motion: To adopt Resolution No. 2020-13. To approve the rules of procedure for use during any other global, national, state or local event that may occur in the future.

RESULT:	APPROVED [4 TO 1] BY A VERBAL ROLL CALL VOTE
MOVER:	Scott Mulwee, Vice Chairman
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr. and Jeffrey C. Brittain
NAYS:	Maynard M. Taylor

Resolution No. 2020-13 reads as follows:

RESOLUTION CONCERNING ADOPTION OF RULES OF PROCEDURE FOR ELECTRONIC
MEETINGS DURING COVID-19 STATE OF EMERGENCY

WHEREAS, Burke County, along with other municipalities therein, is operating under a declared State of Emergency in response to the spread of the COVID-19 virus as of 12:34 p.m. on March 20, 2020; and

WHEREAS, the Burke County Commissioners recognizes the importance of maintaining public attendance and input, to the extent possible, at all official meetings of the Board of Commissioners, even during this time of unprecedented emergency due to the spread of COVID-19 in our County, State and Nation; and

WHEREAS, continuing and evolving conditions, including the continued spread and forecasted increase in the number of persons in the community who are infected with the COVID-19 virus with resultant threat to the general public health of the community, and further including limits on the number of persons in public places by the Governor of the State of North Carolina, particularly including Executive Order No. 121 that imposed a "stay-at-home or place-of-residence" Order except incident to performance of Essential Services and limiting the number of persons that may be in a single room or single space to no more than ten (10) persons, a modification of Section 1(a) of Executive Orders Nos. 117 and 120; and

WHEREAS, Burke County wishes to remain consistent with the following guidance received from State and Federal authorities:

1. The U.S. Centers of Disease Control guidelines on "social distancing" during this emergency that recommend a minimum buffer of six (6) feet between persons.
2. Executive Order 117, as amended by Executive Order No. 121, of Governor Roy Cooper, limits mass gatherings of the public in a single room or single space at the same time to 10 people or less, including Commissioners and County staff, but that such a maximum number is subject to space availability in light of the social distancing requirements of Executive Order No. 121 that requires the public at all times and as much as reasonably possible to maintain social distancing of at least six feet (6') from other persons with the exception of family or household members; and

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WHEREAS, the Governor has issued Executive Order No. 125 authorizing and encouraging remote shareholder meetings and permitting boards of directors of corporations organized, existing and acting pursuant to the laws of the State of North Carolina, in their sole discretion, to determine that all or any part of the shareholders meeting may be held solely by means of remote communication, subject to compliance with certain conditions as set forth in Executive Order No. 125, and that such Executive Order is guidance as to the need for flexibility in permitting reasonable accommodation to allow continuation of business activities to the extent possible during the current public health crisis caused by the COVID-19 virus; and

WHEREAS, N.C.G.S. 143.318.10 states that an "Official Meeting" of a public body such as the Board of Commissioners of Burke County means a meeting, assembly or gathering together at any time or place or the simultaneous communication by conference telephone or other electronic means of a majority of the members of a public body for the purposes of conducting hearings, participating in deliberations, or voting upon or otherwise transacting the public business within the jurisdiction, real or apparent, of the public body; and

WHEREAS, N.C.G.S. 143-318.13(a) permits a public body to hold an official meeting by use of conference telephone or other electronic means provided the public body provides a location and means whereby members of the public may listen to the meeting.

NOW, THEREFORE, BE IT RESOLVED BY THE BURKE COUNTY BOARD OF COMMISSIONERS:

1. That effective immediately the Burke County Board of Commissioners will limit the total number of persons allowed within Commissioners' Chambers during official meetings of the Board of Commissioners to ten (10) persons to comply with social distancing and mass gathering requirements as set forth in Executive Order No. 117 as amended by Executive Order 121 as recited above.
2. Further, to ensure the greatest possibility of public participation, County Department Heads, County staff and employees and volunteers, including boards and committees, will only be present on an as-needed basis for presentation to Commission and will otherwise be excused from Commission meeting participation. To the extent possible, presentations by Department Heads, County staff and employees and volunteers or representatives of County boards and committees may be accomplished by remote presentation by videoconference, audio telephonic, or other electronic means whereby the remote participant is able to hear and be heard in accordance with N.C.G.S. 143-318.13(a).
3. That the Burke County Board of Commissioners adopts the following "Rules of Procedure for Electronic Meetings of the Burke County Board of Commissioners" during the COVID-19 State of Emergency as declared by the Governor of the State of North Carolina. These Rules of Procedure for Electronic Meetings are supplemental to Rules of Procedure as previously adopted by the Board of Commissioners for its meetings.

RULES OF PROCEDURE FOR ELECTRONIC MEETINGS
OF THE BURKE COUNTY BOARD OF COMMISSIONERS

A. Meetings to Which These Rules Apply.

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These Rules of Procedure for Electronic Meetings (“Electronic Rules”) shall apply to any regular, special or emergency meeting of the Burke County Board of Commissioners, subject to the conditions set forth the herein governing Electronic Meetings.

B. Definition of an Electronic Meeting.

An Electronic Meeting is any meeting where more than three (3) members of the Board of Commissioners participate in the meeting through telephone, videoconference, or other electronic telecommunications application which allows simultaneous communication by multiple parties, or other similar means that allow the members of the Board of Commissioners to hold a meeting without all members of the Board of Commissioners being physically present in the same room.

C. Notice of Electronic Meeting.

If an electronic meeting is necessary, a public notice of the electronic meeting shall be sent as part of any notice required by N.C.G.S. 143-318.12. This public notice, in addition to the information required by N.C.G.S. 143.318.12 shall provide:

The location where a member of the public, member of the media, or others, may listen to the Electronic Meeting in accordance with N.C.G.S. 143-318.13; provided that this public notice shall prominently state that attendance at said location will be limited to ten (10) persons pursuant to Executive Order No. 117, as amended by Executive Order.

The notice shall be provided in the manner required by Article 33C of Chapter 143 of the North Carolina General Statues. If the Electronic Meeting is being used for any part of a regular meeting on the meeting schedule adopted by the Board of Commissioners, then the information required above shall be provided in a separate notice to be published in accordance with N.C.G.S. 143-318.12(b)(2), and shall be posted on Burke County’s website and social media accounts, if possible. If livestreaming of the meeting on social media is anticipated, the notice shall contain information as to how to access the livestreaming on social media of the meeting.

D. Quorum.

Commission members present in person or electronically shall be included in the calculation for determining whether a quorum exists. If a Commission member who is participating electronically withdraws or disconnects, or is disconnected, then the rest of the meeting may be completed provided there remains a quorum of the Commission members present either in person or electronically. Any Commission member who withdraws or is disconnected from the meeting shall no longer be included for purposes of quorum calculation until he or she is re-connected to the meeting. Upon re-connection to the meeting, such Commission member shall again be counted for purposes of determining whether a quorum exists.

E. Process of Opening Meeting.

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Immediately prior to opening the meeting, the Chairman, Vice Chairman, or other presiding officer shall communicate with the Commission members who are participating electronically and ensure that he/she is prepared to go forward. The electronic attendance of Commission members at the meeting shall be verified by roll call of the Commission by the presiding officer of the meeting, Chairman or Vice Chairman, or other presiding officer and verification by the Clerk, or in the absence of the Clerk, by the County Manager or County Attorney, at the commencement of the meeting. Verification shall be by voice identification of each Commission member attending electronically by the presiding officer and verified by the Clerk, or in the absence of the Clerk, by the County Manager or County Attorney in that order. Following verification of attendance until adjournment of the meeting, the communication line or application shall be kept open.

F. Public Comment.

Reasonable accommodation for one period of public comment per month at a regular meeting of the Board of Commissioners is required in accordance with N.C.G.S. 160A-81.1. The Board of Commissioners is permitted to adopt reasonable rules governing the conduct of the public comment period. Given the limitations on mass gatherings of the public in a single room or single space as set forth in the above-referenced Executive Orders of the Governor of North Carolina, public comments by the public at the meeting pursuant to N.C.G.S. 160A-81.1, and comments by the public at any duly noticed public hearing shall be made by one or more of the following methods:

- (1) By comments delivered personally or by electronic mail to the County and received not later than two (2) hours prior to the noticed time of the meeting; or
- (2) By written comments made upon the social media livestream of the electronic meeting that the commenter specifically requests, during the public comments or public hearing period, to be read into and made a part of the record of public comments or comments at a duly noticed public hearing, as the case may be.

In the cases whereby the comments are received pursuant to subsections 3.F.(2) or 3.F.(3) above, the comments shall be read aloud by the Chairman, Clerk or designee of either, as designated to monitor receipt of such comments.

G. Voting and Discussion.

Commission members physically present or present for the meeting through electronic means are eligible to vote for all items considered by the Board of Commissioners during the meeting, except voting on any quasi-judicial matters coming before the Commission. Voting shall be by individual roll call upon each question presented and shall be a response of "yes," "no," "yea," "nay," or "abstain" (in circumstances where abstention is permitted) such that the Clerk or his/her designee may record the vote. Prior to taking a vote upon any issue or question, the

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Chairman or presiding officer shall inquire of the Commission members attending remotely by electronic means whether he/she has been able to adequately monitor the discussion, including comments from the public, if any, and shall allow those Commission members to make any comments he or she desires. It shall be the responsibility of Commission members attending the meeting via electronic means to gain the attention of the Chairman or other presiding officer in order to be recognized for discussion. A Commission member attending through electronic means that withdraws or is disconnected from the meeting without being excused from further attendance shall not be considered an affirmative or negative vote on any issue or question before the Commission.

H. Minutes.

The minutes of the meeting shall designate the name of each Commission member or staff member who participated physically or electronically and shall identify the nature or means of the electronic communication. The duration of participation in the meeting by any Commission member who withdraws from or is disconnected from the meeting, as well as the time of re-connection to the meeting, shall be noted in the minutes.

I. Recording.

Where reasonably possible, except for closed sessions conducted in accordance with N.C.G.S. 143-318.1, there shall be a livestream simulcast broadcast of the electronic meeting upon social media of the County. This livestream broadcast shall be preserved for so long as reasonably possible for later public viewing upon social media to the extent available. In addition, to the extent reasonably possible by media platforms used for purposes of participation by electronic videoconferencing, the electronic meeting, excluding closed session conducted pursuant to N.C.G.S. 143-318.11, shall be recorded and preserved as a public record of the County.

J. Closed Sessions.

Except as modified by this subsection, the foregoing rules for electronic meetings shall apply to Closed Sessions of the Commission wherein there is electronic participation by one or more Commission members. As an exception to the foregoing rules, electronic participation by a Commission member in a Closed Session is permitted only if the electronic participant verifies to the Commission that he or she is alone in the location from which he/she is electronically attending the Closed Session, and that the electronic communication is reasonably secure insofar as being a private communication to which no one else is privy. The rules regarding quorum as set forth in 3.D. above shall apply to Closed Session.

4. This resolution shall be in effect for all future meetings of the Burke County Board of Commissioners until rescinded upon cessation of the State of Emergency or further modification by duly adopted resolution of the Commission.

Adopted this 19th day of May 2020.

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

Attest:

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

CLERK - APPOINTMENT TO PLANNING BOARD

Seat No. 7 on the Planning Board is vacant. This seat alternates from east to west every 3-year term. Currently, Seat No. 7 represents the east until September 30, 2020 at which time it will alternate back to the west. An application was received from Shanon Stanbury to fill this vacancy.

Motion: To appoint Shanon Stanbury to the Burke County Planning Board to complete the remainder of an unexpired term ending September 30, 2020.

RESULT:	APPROVED [4 TO 1] BY A VERBAL ROLL CALL VOTE
MOVER:	Scott Mulwee, Vice Chairman
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr. and Jeffrey C. Brittain
NAYS:	Maynard M. Taylor

CLERK - EAST BURKE SENIOR CENTER ADVISORY COMMITTEE - REAPPOINTMENTS / REMOVAL

The terms of appointment for Norma Cline (Seat 1), Karen Robinson (Seat 4) and Gale Fullbright (Seat 7) on the East Burke Senior Center Advisory Committee end May 31st. Ms. Cline and Ms. Robinson are willing to serve another term. Ms. Fullbright does not wish to be considered for reappointment. The term is for three (3) years.

Motion: To reappoint Norma Cline (Seat 1) and Karen Robinson (Seat 4) to the East Burke Senior Center Advisory Committee for 3-year terms ending May 31, 2023.

To remove Gale Fullbright (Seat 7) and thank her for her service to the community.

RESULT:	APPROVED [4 TO 1] BY A VERBAL ROLL CALL VOTE
MOVER:	Scott Mulwee, Vice Chairman
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr. and Jeffrey C. Brittain
NAYS:	Maynard M. Taylor

FINANCE - AUDIT CONTRACT FOR FY 19-20

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 \$41,700. The cost for Fiscal Year 18-19 audit work was \$44,700, so a \$3,000 decrease is requested.

Motion: To award the contract for the Fiscal Year 2019-20 audit to Lowdermilk Church and Co., L.L.P. in the amount of \$41,700.

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RESULT: APPROVED [4 TO 1] BY A VERBAL ROLL CALL VOTE
MOVER: Scott Mulwee, Vice Chairman
AYES: Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr. and Jeffrey C. Brittain
NAYS: Maynard M. Taylor

JCPC - APPROVAL OF COUNTY PLAN FOR BURKE COUNTY & FUNDING ALLOCATION

The Juvenile Crime Prevention Council (JCPC) plans for the needs of adjudicated and at-risk youth and assesses the need for delinquency treatment and prevention services in Burke County. The funding from the state Department of Public Safety Division of Juvenile Justice (DJJ) for the programs, \$287,074, requires a 44% match which is provided by the programs themselves either by cash or in-kind donations. Therefore, no county funding is necessary.

The Annual Plan describes and documents each step of the state mandated process required to make decisions on the allocation of funds provided to Burke County by the Division of Juvenile Justice. The plan also documents the required membership of the council and meeting dates and attendance. Most importantly, it lists the programs chosen for funding and the amounts allocated. This plan must be approved by the Burke County Board of Commissioners prior to acceptance and funding by DJJ.

2020/21 BURKE COUNTY
NC DPS - Community Programs - County Funding Plan

Available Funds: \$ 287,074 Local Match: \$ 89,018 Rate: 30%

DPS JCPC funds must be committed with a Program Agreement submitted in NC Allies and electronically signed by authorized officials.

#	Program Provider	DPS-JCPC Funding	Local Funding			OTHER	OTHER	Total	% Non DPS-JCPC Program Revenues
			County Cash Match	Local Cash Match	Local In-Kind	State / Federal	Funds		
1	JCPC Administration	\$14,500						\$14,500	\$0
2	Burke Recovery	\$25,663	\$2,000		\$5,768	\$9,691		\$43,122	68%
3	Conflict Resolution Center	\$55,915			\$17,531			\$73,446	31%
4	Kids at Work	\$43,598			\$13,098			\$56,696	30%
5	Project Challenge	\$67,241			\$20,172			\$87,413	30%
6	Repay Just Girls	\$24,892			\$8,410	\$9,369		\$42,671	71%
7	Repay Psychological Services	\$11,589			\$8,936			\$20,525	77%
8	Repay SAIS	\$43,676			\$13,103	\$11,907		\$68,686	57%
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
	TOTALS:	\$287,074	\$2,000	\$0	\$87,018	\$30,967	\$0	\$407,059	44%
The above plan was derived through a planning process by the						2018/19 BURKE	COUNTY		
Juvenile Crime Prevention Council and represents the County's Plan for use of these funds in FY						2020/2021			

Motion: To approve the JCPC FY 20-21 County Plan for Burke County as presented and the JCPC FY 20-21 annual Funding Allocation. Further, authorize the County Manager and/or the County Finance Director to process revisions to the JCPC FY 20-

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21 Plan administratively and to authorize the Chairman to execute the Allocation on behalf of the Board.

RESULT:	APPROVED [4 TO 1] BY A VERBAL ROLL CALL VOTE
MOVER:	Scott Mulwee, Vice Chairman
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr. and Jeffrey C. Brittain
NAYS:	Maynard M. Taylor

PBHM - PBHM AMENDED BYLAWS

Partners Behavioral Health Management assures everyone who lives in Burke, Catawba, Cleveland, Gaston, Iredell, Lincoln, Rutherford, Surry, and Yadkin County and is covered by Medicaid or state health insurance or has no insurance at all receives the best possible services for mental health, substance use disorder, and intellectual and developmental disabilities and amended its bylaws on March 19, 2020, as recommended and to comply with NCGS 122C-118.1. The following amendments were approved: The change to limit terms to two, three-year terms was required so that Partners' bylaws are aligned with the statute. The other change to remove the restriction to the number of seats per county, based on population was recommended to the PBHM Board to allow more flexibility to meet the thirteen representation requirements that are required in the statute. It is the County's policy to approve bylaws and amended bylaws for its boards and committees and staff recommends approving these bylaws if only for awareness.

Motion: To approve the amended bylaws for Partners Behavioral Health Management as presented.

RESULT:	APPROVED [4 TO 1] BY A VERBAL ROLL CALL VOTE
MOVER:	Scott Mulwee, Vice Chairman
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr. and Jeffrey C. Brittain
NAYS:	Maynard M. Taylor

TAX DEPT. - TAX COLLECTION REPORT FOR APRIL 2020

The Board of Commissioners is presented with the Tax Collection Report for the period between July 1, 2019 and April 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	\$44,881,650.00	\$43,681,220.11	\$1,195,738.50	97.34%

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	\$47,779,981.81	\$290,018.19	99.40%

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Delinquent Taxes	\$650,000.00	\$716,022.79	NONE	110.16%
Late List Penalty	\$250,000.00	\$356,888.61	NONE	142.76%

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	\$43,681,220.11	NONE	100.49%
Motor Vehicle Tax	\$4,600,000.00	\$4,098,761.70	\$501,238.30	89.10%

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

RESULT:	APPROVED [4 TO 1] BY A VERBAL ROLL CALL VOTE
MOVER:	Scott Mulwee, Vice Chairman
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr. and Jeffrey C. Brittain
NAYS:	Maynard M. Taylor

TAX DEPT. - RELEASE REFUND REPORT FOR APRIL 2020

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)	\$2,981.34	\$0.00	\$2,981.34	\$727.66

VTS Refunds Over \$100	
	Refund Amount
VTS Adjustments	\$135.35

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

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

RESULT:	APPROVED [4 TO 1] BY A VERBAL ROLL CALL VOTE
MOVER:	Scott Mulwee, Vice Chairman
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr. and Jeffrey C. Brittain
NAYS:	Maynard M. Taylor

The tax reports read as follows:

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Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes and Rebill Amount
TAX DISTRICT: BURKE COUNTY RELEASE REASON: Business Closed								
0000081719-2015-2015-0000-00-REG	HAMILTON & COVELLI	7/1/2015	LINDA WILBUR	4/15/2020	18.70	18.70	0.00	0.00
Subtotal						18.70		0.00
TAX DISTRICT: BURKE COUNTY RELEASE REASON: Deceased								
0024034653-2019-2019-0000-01-REG	HUFFMAN, FRED MICHAEL	7/1/2019	BARBARA HARTLEY	4/8/2020	9.67	9.67	0.00	0.00
Subtotal						9.67		0.00
TAX DISTRICT: BURKE COUNTY RELEASE REASON: Duplicate Billing								
0000035199-2018-2018-0000-00-REG	PRITCHARD, ROY JEFFREY	7/1/2018	AMANDA CONLEY	4/9/2020	444.30	312.67	131.63	0.00
0000035199-2019-2019-0000-00-REG	PRITCHARD, ROY JEFFREY	7/1/2019	AMANDA CONLEY	4/9/2020	448.51	316.88	131.63	0.00
Subtotal						629.55		0.00
TAX DISTRICT: BURKE COUNTY RELEASE REASON: Not in Burke County								
0000036601-2014-2014-0000-00-REG	YANG, CHER	7/1/2014	LINDA WILBUR	4/28/2020	322.55	322.55	0.00	0.00
0000036601-2015-2015-0000-00-REG	YANG, CHER	7/1/2015	LINDA WILBUR	4/28/2020	323.95	323.95	0.00	0.00
0000036601-2016-2016-0000-00-REG	YANG, CHER	7/1/2016	LINDA WILBUR	4/28/2020	326.95	326.95	0.00	0.00
0000036601-2017-2017-0000-00-REG	YANG, CHER	7/1/2017	LINDA WILBUR	4/28/2020	337.74	337.74	0.00	0.00
0000036601-2018-2018-0000-00-REG	YANG, CHER	7/1/2018	LINDA WILBUR	4/28/2020	339.74	339.74	0.00	0.00
0000036601-2019-2019-0000-00-REG	YANG, CHER	7/1/2019	LINDA WILBUR	4/28/2020	343.24	343.24	0.00	0.00
0024021498-2018-2018-0000-00-REG	WILSON, ALAN PRESTON	7/1/2018	BARBARA HARTLEY	4/6/2020	59.66	59.66	0.00	0.00
0024021498-2019-2019-0000-00-REG	WILSON, ALAN PRESTON	7/1/2019	BARBARA HARTLEY	4/6/2020	53.70	53.70	0.00	0.00
0024034607-2019-2019-0000-00-REG	GRAHAM, THOMAS C	7/1/2019	BARBARA HARTLEY	4/9/2020	14.39	14.39	0.00	0.00
0024047204-2020-2019-0000-00-REG	WHISENANT, BILLY JOE	3/27/2020	LINDA WILBUR	4/2/2020	172.20	172.20	0.00	0.00
0024047450-2020-2019-0000-00-REG	HUDSON, TERESE MARIE	3/27/2020	BARBARA HARTLEY	4/21/2020	20.58	20.58	0.00	0.00
Subtotal						2,314.70		0.00
TAX DISTRICT: BURKE COUNTY RELEASE REASON: Sold/Traded								
0024010230-2017-2017-0000-00-REG	WOODARD, KYLE EUGENE	7/1/2017	CONNIE HOLDER	4/16/2020	4.13	4.13	0.00	0.00
0024010230-2018-2018-0000-00-REG	WOODARD, KYLE EUGENE	7/1/2018	CONNIE HOLDER	4/16/2020	4.59	4.59	0.00	0.00
Subtotal						8.72		0.00
Total						2,981.34		0.00
Net Release Amount						2,981.34		

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Refund Description	Tax Jurisd.	Levy Type	Change	Interest Change	Total Change
COLEY, STEPHEN LAWRENCE	COLEY, STEPHEN LAWRENCE	COLEY, ARLENE TRIPLETT	303 LIBERTY TRL	MORGANTON, NC 28655	Adjustment >= \$100	0037255411	Refund Generated due to adjustment on Bill #0037255411-2019-2019-0000-00	01	Tax	(\$74.36)	\$0.00	(\$74.36)
								57	Tax	(\$60.99)	\$0.00	(\$60.99)
								57	Vehicle Fee	\$0.00	\$0.00	\$0.00
											Refund	\$135.35
											Refund	\$135.35
											Total	

WPCC – PRESENTATION OF FINANCIAL DATA FOR THE PERIOD ENDING MARCH. 31, 2020

At the Board’s pre-agenda meeting, an overview of the College’s financial data was presented for the period ending March 31, 2020.

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WESTERN PIEDMONT COMMUNITY COLLEGE
FY 2019-2020 SUMMARY AS OF MARCH 30, 2020

Summary of Revenues	STATE			COUNTY			INSTITUTIONAL		
	BUDGET	ACTUAL	REMAINING	PGLT	ACTUAL	REMAINING	BUDGET	ACTUAL	REMAINING
State Appropriations	13,957,487	10,703,317							
Add. Allocations (detail below)	859,200								
County Appropriations				2,560,155	1,920,116				
Rent & Interest Income				53,000	16,705				
Institutional Funds							5,416,497	4,954,480	
Total Budgeted Revenues	14,816,687	10,703,317	4,113,370	2,613,155	1,936,822	676,333	5,416,497	4,954,480	462,017
Summary of Expenditures									
Institutional Support	2,873,668	2,065,052	72%	258,380	214,759	83%	114,659	59,780	52%
Curriculum Instruction	6,750,780	5,025,051	74%				270,666	149,054	55%
Non Curriculum Instruction	1,900,058	1,149,991	61%				147,380	151,497	103%
Academic Support	1,433,149	1,048,912	73%				1,137	81	7%
Student Support	1,554,189	1,103,160	71%				370,000	275,533	74%
Plant Operations & Maint.				2,354,775	1,480,528	63%			
Proprietary / Other							988,202	772,826	78%
Student Aid							3,524,453	3,469,374	98%
Capital Outlay (excluding Capital Improvements)	304,843	185,909	61%						
Total Budgeted Expenditures	14,816,687	10,578,076	4,238,611	2,613,155	1,695,287	917,868	5,416,497	4,878,146	538,351
		71.4%	28.6%		64.9%	35.1%		90.1%	9.9%

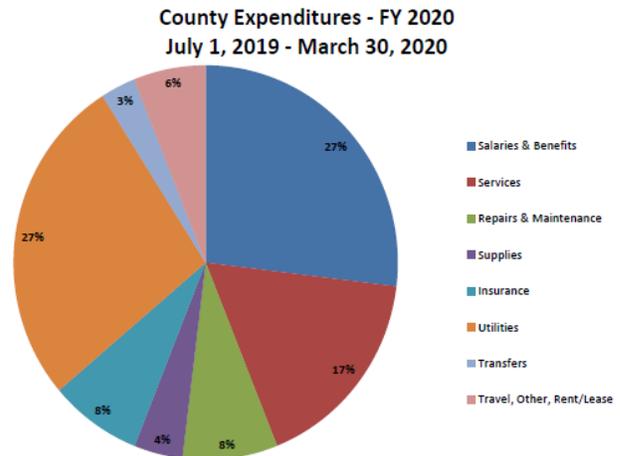
ADDITIONAL FUNDING DESIGNATED FOR APPROVED PROJECTS	
Customized Training Projects	108,700
CTP Regional Trainer	128,614
Male Minority Grant - Aviso	45,130
Perkins Grant - Reserve Funds	25,386
Federal Portion - Basic Skills	195,805
NCWorks Career Coach	158,328
Professional Devel Grant	15,000
Carryforward	24,018
Longevity	158,219
Total Other	859,200

As of March 30, 2020		
Total College Budget	\$	22,846,339
Total Expenditures	\$	17,151,509
		75.1%

Fund Balance: County Funds	
Fund Balance, Beginning July 1, 2019	626,111
Current Operating Cash	241,534
Current Fund Balance	867,645
	34%

Western Piedmont Community College
County Expenditures by Category
FY 2020 - Actual Expenditures - July 1, 2019 thru March 30, 2020

Salaries & Benefits	456,627	26.9%
Services	288,378	17.0%
Repairs & Maintenance	135,599	8.0%
Supplies	69,231	4.1%
Insurance	131,870	7.8%
Utilities	460,934	27.2%
Transfers	49,941	2.9%
Travel, Other, Rent/Lease	102,707	6.1%
Total	1,695,287	100%



Motion: To accept the report as presented.

RESULT:	APPROVED [4 TO 1] BY A VERBAL ROLL CALL VOTE
MOVER:	Scott Mulwee, Vice Chairman
AYES:	Johnnie W. Carswell, Scott Mulwee, Wayne F. Abele, Sr. and Jeffrey C. Brittain
NAYS:	Maynard M. Taylor

ITEMS FOR DECISION

May 19, 2020 (Special Regular)

CO. MGR. - PRESENTATION OF RECOMMENDED BUDGET FOR FY 20-21 AND SCHEDULING OF PUBLIC HEARING

Information from the agenda packet:

The County Manager will present the recommended budget for FY 2020-21 to the Board of Commissioners on Tuesday, May 19, 2020. A copy of the recommended budget will be filed in the office of the Clerk to the Board that day and be available for public inspection at the Burke County Governmental Offices during regular business hours. The recommended budget will also be posted to the County's website at: <http://www.burkenc.org/2265/Budget-Documents>.

G.S. 159-11 (b) - The budget, together with a budget message, shall be submitted to the governing board not later than June 1. The budget and budget message should, but need not, be submitted at a formal meeting of the board. The budget message should contain a concise explanation of the governmental goals fixed by the budget for the budget year, should explain important features of the activities anticipated in the budget, should set forth the reasons for stated changes from the previous year in program goals, programs, and appropriation levels, and should explain any major changes in fiscal policy.

Assuming social gathering restrictions associated with the global pandemic have been lifted by then, the budget workshop meetings will be held in the Commissioners' Meeting Room, Burke County Services Building, 110 N. Green Street, Morganton, NC, on the following dates:

May 22	2:00 p.m.
May 28	2:00 p.m.
June 4	2:00 p.m. (if needed)

If the social gathering restrictions have not been lifted by then, the budget meetings will be held electronically.

A public hearing on the recommended budget is required and citizens are encouraged to present written or oral comments. Adoption of the recommended budget is anticipated to occur on June 16, 2020.

County Manager Steen said he has prepared a balanced budget for the Board's consideration that meets the immediate and long-term needs of the County and supports the goals desired by the Board. He said a mandatory budget hearing has been scheduled at 6:00 p.m. on Tuesday, June 16th. He said due to the unknown revenue/expenditure impacts caused by COVID-19, in order to continue the current service level for citizens, provide for capital and operation needs, a continuation of the current 69.5 cent tax rate is proposed in the recommended budget. County Manager Steen said the County is in a financial and economic environment like no other in the past 100 years, and as a result of the prevailing economic uncertainty, the County is guided by caution related to revenue projections and his recommendations related to immediate expenditures which must be made to provide primary core services to citizens. He said once reliable economic information is available, they can move forward with considering the possibility of making a mid-year budgetary review if the County desires to fulfill certain optional,

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but important, expenditure decisions.

Commissioner Taylor asked how much is the total recommended budget. County Manager Steen said \$109,436,985 which is \$5,419,910 less than the total of what departments and outside entities requested.

Motion: To acknowledge receipt of the Manager's recommended budget for FY 20-21. To schedule a public hearing for Tuesday, June 16, 2020 at 6 p.m. or as soon thereafter as persons may be heard.

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

CM - CORONAVIRUS RELIEF FUND DIRECT COUNTY ALLOCATION

County Manager Steen presented information regarding the Coronavirus relief fund direct County allocation as follows:

Session Law 2020-4 (HB 1043), An Act To Provide Aid To North Carolinians In Response To The Coronavirus Disease 2019 (Covid-19) Crisis, allocates \$150 million in direct funding to the 97 counties that did not receive direct federal funding from the CARES Act. In addition, it holds in reserve \$150 million subject to action by the federal government. Key provisions of the Local Government Coronavirus Relief Reserve include:

- Funding is distributed on a per capita basis, with a guaranteed minimum distribution of \$250,000 per county.
- Counties are authorized, in their discretion, to allocate a portion of their allotment to municipalities within the county, provided the transfer meets the requirements of the CARES Act and corresponding U.S. Treasury guidance.
- Quarterly reporting to the OSBM on the use of funds is required, beginning Oct. 1, 2020. Unspent and misspent funds are subject to federal recoupment. Counties and municipalities are subject to clawback or other state measures for misuse.
- An additional \$150 million in a Reserve Fund to be appropriated to local governments IF local governments experience a revenue shortfall from COVID-19 AND the federal government amends the CARES Act to allow CRF money to be spent on revenue replacement.
- Establishes a Pandemic Recovery Office to oversee and coordinate reporting and accounting of CRF funding.

The State requests each county to submit a plan to the State on how the county proposes to use its share of the funds and the plan is due June 1, 2020. The County Manager and County Attorney are developing an agreement which would enable the municipalities located in Burke County to receive a portion of the allotment if they choose to participate. However, the agreement & submission policy/procedures were not available at the time of agenda distribution. The Board is asked to officially accept the Coronavirus Relief Fund allocation of \$1,722,221 and authorize the County Manager to enter into agreements with the

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local municipalities to receive a portion of the allocation based on eligible expenses if they choose to participate.

Burke's Coronavirus Relief Fund allocation is \$1,722,221. Unspent or misspent funds are subject to federal recoupment after December 30, 2020. Counties and municipalities are subject to clawback or other state measures for misuse. "Any local government officer, official or employee who violates this section shall be subject to a civil action by the State and held personally liable to reimburse the State."

County Manager Steen said the General Assembly has recently taken steps to enable counties to receive funds and Burke County's allocation is \$1,722,221. He said the County must submit a plan to the State by June 1st, he is asking the Board to accept these funds and enable him to establish a process in which any interested municipalities in Burke County could also ask for funding, if they are available.

Chairman Carswell opened the floor for questions and comments from the Board. Chairman Carswell responded to a question from Commissioner Taylor.

Motions: To accept the Coronavirus Relief Fund Allocation of \$1,722,221. To authorize the County Manager to establish the process and procedures a municipality located in Burke County must follow if they wish to participate and have their request for Coronavirus relief grant funds considered by the County Manager in accordance with Coronavirus grant guidelines and availability of grant funds. To authorize the County Manager to execute Coronavirus relief allocation agreements with participating municipalities in Burke County.

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

HR - CREATION OF ANIMAL SERVICES ENFORCEMENT POSITIONS

Rhonda Lee, HR Director, presented information regarding the creation of Animal Services Enforcement Positions as follows:

Upon the request of Sheriff Steve Whisenant that the responsibility of Burke County Animal Control be placed under the County Manager's Office, three (3) new full-time positions will need to be created. These positions will include one (1) Animal Services Enforcement Supervisor and two (2) Animal Services Enforcement Officers. The actual cost of these positions will be outlined in the County Manager's FY 20-21 recommended budget. To ensure a smooth transition from the Sheriff's Office to the Animal Services Department, it is requested that these positions be approved so they can be advertised and recruited so the selected candidates can begin employment on July 1, 2020. The actual cost of these positions will be outlined in the County Manager's FY 20-21 recommended budget.

Chairman Carswell opened the floor for questions and comments from the Board. Commissioner Abele asked if the Animal Control officers will go back to the Sheriff's Office. Chairman Carswell

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said perhaps and noted the Sheriff's Office has several vacant positions. Commissioner Taylor said he appreciates the letters and emails he received in support of this request, but some folks were not happy with this item due to its financial impact. On behalf of these citizens, he asked why would the Commissioners put animal control under the highest paid employee. He asked the Clerk how much time she spent on animal control issues in the past year, which she said was a lot. He asked how much of the County Manager's time will this endeavor require and what is the total cost to operate the Animal Services Center outside of the Sheriff's Office. Commissioner Taylor expressed general displeasure with the concept for a variety of reasons. Commissioner Brittain asked either the County Manager or the HR Director to confirm that the County Manager would not be in charge of the day-to-day operations of the ASC, rather it would be under the authority of the County Manager instead of the Sheriff. Ms. Lee reported the animal enforcement officers report to the animal enforcement supervisor who reports to the animal services director. The animal services director reports to the County Manager.

Motion: To authorize the creation of one (1) Animal Services Enforcement Supervisor and two (2) Animal Services Enforcement Officer positions and to authorize the Burke County Human Resources Department to begin advertising and recruiting for these positions so the selected candidates can begin employment with the County on July 1, 2020.

RESULT: APPROVED [4 TO 1] BY A VERBAL ROLL CALL VOTE

MOVER: Jeffrey C. Brittain, Commissioner

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

NAYS: Maynard M. Taylor

BOC - REPORTS & COMMENTS

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

J.R. Simpson, II, County Attorney, provided an update on projects he has worked on since the last Board meeting.

Commissioner Taylor said his reports are in the agenda packet for review and noted he attended the statewide agriculture meeting along with other meetings via Zoom on May 13th. He also requested an update from Attorney Simpson concerning the Alpine legal issue.

County Manager Steen thanked Clerk Draughn and Exec. Asst. to the Co. Manager/Deputy Clerk, Lance Riddle, for their work on completing meeting minutes. He also thanked the staff who are working with Emergency Management during the COVID-19 pandemic.

Chairman Carswell reminded everyone of the following events:

- May 20th - County Assembly Day which will start at 9:30 a.m. – 12:00 p.m. via Zoom.
- May 22nd - Virtual special meeting at 2:00 p.m.
- County Offices will be closed on Memorial Day.
- May 28th - Virtual special budget meeting at 2:00 p.m.
- June 2nd - Pre-agenda meeting at 3:00 p.m.
- June 4th - Budget meeting at 2:00 p.m., if needed.

Chairman Carswell encouraged everyone to listen to the Governor this week as he will be making announcements regarding Phase 2 of the stay at home orders. He further reported he attended two (2) meetings at the Western Youth Institution and there is a plan to implode the

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facility at a yet-to-be-determined date. He reported he attended several Zoom meetings regarding the opioid settlement workgroup and a settlement is anticipated soon. Chairman Carswell reminded everyone to not litter and to pick up trash, spay and neuter their pets, complete the 2020 Census, and adopt an animal at the Animal Services Center.

RESULT: NO ACTION TAKEN.

CLERK - BOARDS AND COMMITTEES VACANCY REPORT

Clerk Draughn announced the following vacancies on boards and committees:

- Adult Care & Nursing Home Community Advisory Committee
- Council on Aging
- Juvenile Crime Prevention Council
- City of Morganton - Board of Adjustment (ETJ)
- City of Morganton - Planning Board (ETJ)
- Voluntary Agriculture Board
- Burke Co. Board of Adjustment & Planning Board
- Western Piedmont Regional Transit Authority - Transportation Advisory Board
- Partners Behavioral Health Mgmt.
- Burke Senior Center Advisory Council
- Recreation Commission
- Western Piedmont Community College Board of Trustees

RESULT: NO ACTION TAKEN.

CLOSED SESSION

RESULT: NOT NEEDED. NOT HELD.

ADJOURN

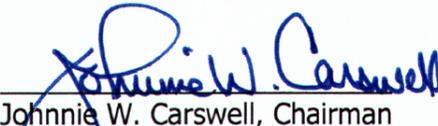
Motion: To adjourn at 7:10 p.m.

RESULT: APPROVED [UNANIMOUS] BY A VERBAL ROLL CALL VOTE

MOVER: Maynard M. Taylor, Commissioner

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

Approved the 15th day of September 2020.


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

Attest:

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Kay Honeycutt Draughn, CMC, NCMCC
Clerk to the Board