

**MINUTES
BURKE COUNTY BOARD OF COMMISSIONERS
REGULAR (BUDGET / PLANNING) RETREAT**

The Burke County Board of Commissioners met in regular session for a budget and planning retreat on Friday, February 4, 2022, at 9:00 a.m. The meeting was held in the Commissioners' Meeting Room, Burke County Services Building, 110 N. Green Street, Entrance E, in Morganton, N.C. The agenda, in its entirety, was posted to the County's website, www.burkenc.org, several days prior to the meeting as usual. Both Burke County and the state of North Carolina had previously declared a state of emergency which was ongoing as of this date due to the global COVID-19 pandemic. Those present were:

COMMISSIONERS PRESENT: Scott Mulwee, Chairman
Johnnie W. Carswell, 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 Mulwee called the meeting to order at 9:00 a.m.

APPROVAL OF AGENDA

Motion: To approve the agenda as amended with the addition of a discussion item concerning additional responsibilities for a department head.

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

PRESENTATIONS / DISCUSSION

BOC - UPDATE ON THE WPCOG PRETRIAL RELEASE PROGRAM

Information from the agenda packet:

In November the Board received a presentation from the WPCOG on a Pretrial Release Program. At that meeting, the Board deferred its consideration of the Pretrial Release Program until the 2022 budget / planning retreat. An update on the program will be provided by County Manager Steen.

County Manager Steen reported, based on multiple factors, now is not the right time to pursue the pretrial release program and there is no need for further action from the Board. He said staff can encourage the judges to work with the magistrates to create a checklist to ensure that everyone is treated fairly and arrives at the appropriate bail requirements.

Chairman Mulwee opened the floor for questions and from the Board. Commissioner Taylor said at the meeting with the WPCOG, he suggested that a prior three (3) month period be analyzed to determine if the program would save Burke County any money. Chairman Mulwee asked to have the requested information provided. A short discussion ensued, during which Vice Chairman Carswell expressed dissatisfaction with the proposed policy.

RESULT: NO ACTION TAKEN.

BOC - ECONOMIC DEVELOPMENT UPDATES

Alan Wood, BDI President & CEO, provided an update on general economic development activities in Burke County and then presented the following information:

Briefing Document on Housing Needs and Responses 12/22/2021

- Per report released by WPCOG, Burke County will need 761 new housing units per year to support 2% population growth
- Burke County has averaged less than 300 new housing starts over the past 10 years
- 38% of the housing stock in the county was built prior to 1970 (from housing study commissioned by Dogwood Trust, this will be referenced in other bullets as the study, copy available upon request)
- Per the study the vacancy rate for rental units surveyed in the county is less than 1% (a healthy housing market with have a 5-6% vacancy rate)
- At the time of the study the wait list for rental units was 797 (this is market rate and blue collar combined)
- We have a total of 450 multi-family units either being built or in some stage of approval, these units will start coming on-line in mid-2022. If they were all on the market today it would only cover 60% of the demand on wait list
- Approximately 1-month supply on market at present
- Housing prices have risen over in last 2 years
- I have a meeting with Century Homes on 1/28/2022. Will pitch market and see if a commitment is possible for them to enter our market. They can build homes in the \$185-\$200 K price range (and up)
- If they agree, this will lead us on to the next step in our discussion on land development (per our discussion with Ernie Pearson last week.)
- I am awaiting information from State Employees Credit Union Foundation on the Coffee Street project to take next steps with Homes of Hope

Mr. Wood provided an update on the redevelopment of the former Drexel Heritage site and announced that the Golden LEAF Foundation approved the County grant request for project "It's About Time" for waterline construction at the Burke Business Park. Further, the water tank construction project at the Park is at or below budget and nearing completion.

Chairman Mulwee opened the floor for questions and comments from the Board. Mr. Wood responded to questions from Commissioner Taylor regarding the cost of building houses. Discussion continued and at the request of Vice Chairman Carswell, Mr. Wood provided an

update on the local furniture industry and the collaboration with WPCC for trades training. Mr. Wood noted that there have been four (4) projects directly related to the furniture industry with approximately 500 new jobs created. Discussion continued on work-life balance for employees, retention, wages, childcare costs, local lending for businesses, inflation, supply chains, agriculture, and commuters leaving Burke County each day to work in another county. Regarding childcare, Commissioner Brittain supported Mr. Wood's idea of creating a working group to investigate procuring additional childcare options so parents can return to work. After further discussion, Mr. Wood then showed videos highlighting the new Murphy's Farm apartments that are under construction and the progress on the painting of the Burke Business Park water tower.

RESULT: NO ACTION TAKEN.

BUILDING PERMITS

Alan Glines, Planning Director, presented the following information and responded to questions from the Board:

Burke County Permit Comparison 2020-2021								
Building Permits					Zoning Permits			
Permit Type	2020	2021	Difference	Percentage Change	Permit Type	2020	2021	Percentage Change
NEW COMMERCIAL	18	13	-5	-27%	RESIDENTIAL ZONING PERMIT	821	896	9%
NEW CHURCH	1	0	-1		COMMERCIAL ZONING PERMIT	85	101	19%
NEW CELL TOWER	3	0	-3	-100%	MINOR SHORELINE PERMIT	125	153	22%
20% COMMERCIAL REMODEL/SHELL	147	134	-13	-8%	MAJOR SHORELINE PERMIT	29	31	6%
NEW DUPLEX	1	1	0	0%	MINOR SITE PLAN REVIEW	15	9	-40%
NEW SINGLE FAMILY HOME	210	221	11	5%	MAJOR SITE PLAN REVIEW	1	2	100%
NEW SINGLE WIDE MOBILE HOME	44	36	-8	-18%	MINOR SUBDIVISION REVIEW	84	100	19%
NEW DOUBLE WIDE MOBILE HOME	47	66	19	40%	MAJOR SUBDIVISION REV PRELIM	2	2	0%
NEW RESIDENTIAL POOL	34	31	-3	-8%	EXEMPT SUBDIVISION REVIEW	73	66	-7%
RESIDENTIAL ONE TRADE PERMIT	1188	1296	108	9%	REZONING APPLICATION	4	9	125%
					CONDITIONAL USE APPLICATION	24	16	-33%
					ZONING CONFORMITY LETTER	6	13	116%
					STREET SIGN ISSUANCE	9	13	44%

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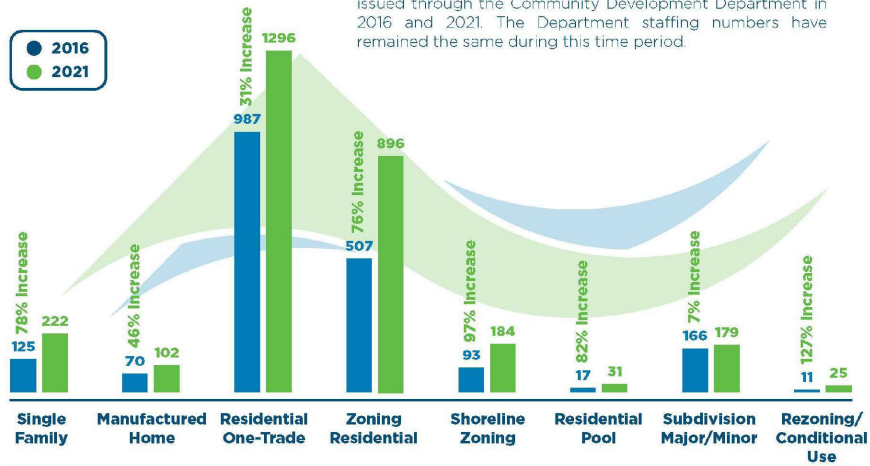


COMMUNITY DEVELOPMENT

Permit Comparison 2016 & 2021

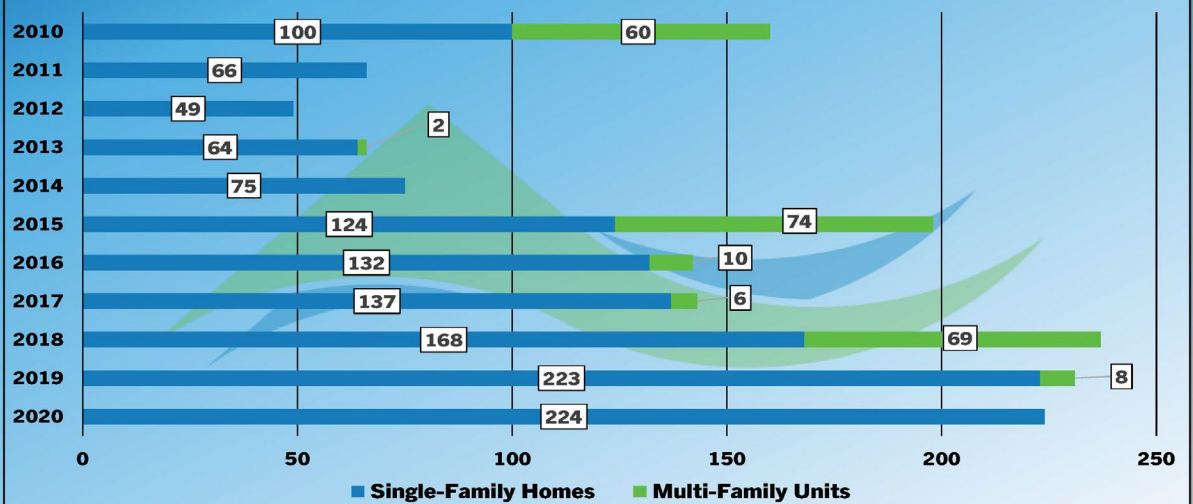
This bar graph shows the change in the number of permits issued through the Community Development Department in 2016 and 2021. The Department staffing numbers have remained the same during this time period.

● 2016
● 2021



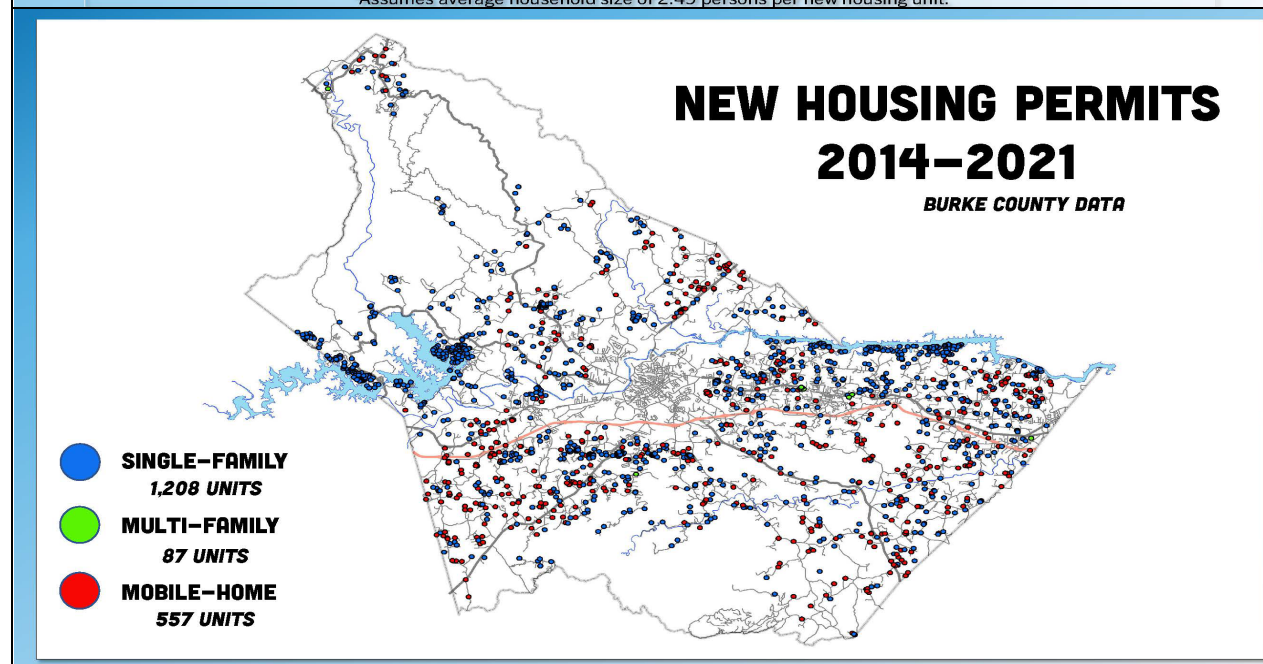
In addition to the permits shown above, Community Development Staff averaged **281 Code Enforcement cases per year** including: Condemnations, Minimum Housing, Junk Cars, Solid Waste Issues, Nuisance Mobile Homes, and Reports of unpermitted Construction.

Burke County New Residential Development, 2010 - 2020

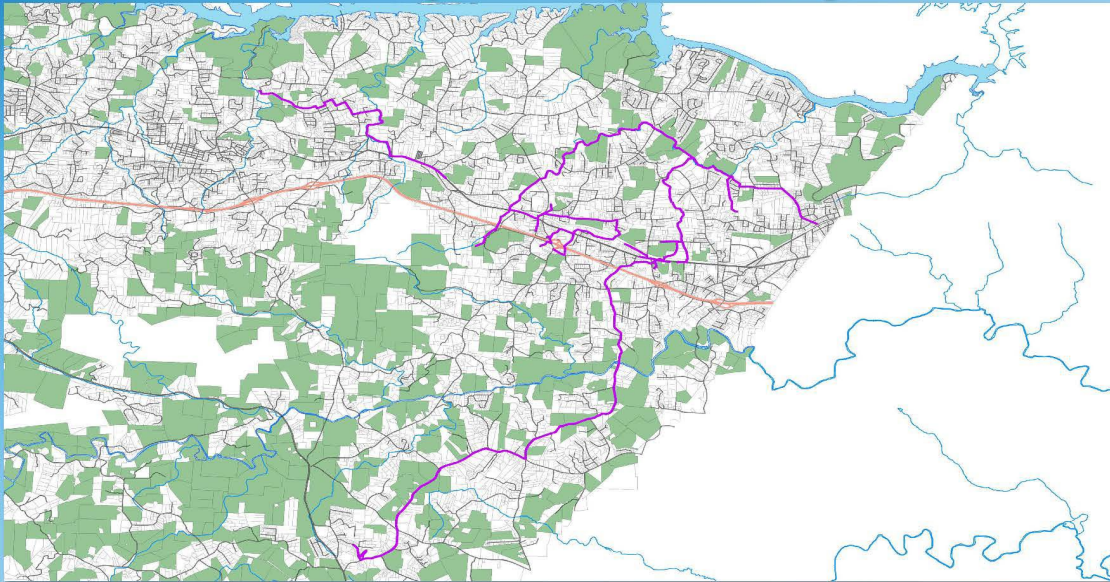


Regional Population & Housing Unit Targets					
County or Municipality	Population 2020 Census	1% Annual Growth	2% Annual Growth	Annual Housing Units Needed to Reach 1% Growth	Annual Housing Units Needed to Reach 2% Growth
Alexander County	36,444	364	729	146	293
Burke County	87,570	876	1,751	352	703
Caldwell County	80,652	807	1,613	324	648
Catawba County	160,610	1,606	3,212	645	1,290
Hickory-Lenoir-Morganton MSA	365,276	3,653	7,306	1,467	2,934
Brookford	442	4	9	2	4
Cajah's Mountain	2,722	27	54	11	22
Catawba (Town of)	702	7	14	3	6
Cedar Rock	301	3	6	1	2
Claremont	1,692	17	34	7	14
Connelly Springs	1,529	15	31	6	12
Conover	8,421	84	168	34	68
Drexel	1,760	18	35	7	14
Gamewell	3,702	37	74	15	30
Glen Alpine	1,529	15	31	6	12
Granite Falls	4,965	50	99	20	40
Hickory	43,490	435	870	175	349
Hildebran	1,679	17	34	7	13
Hudson	3,780	38	76	15	30
Lenoir	18,352	184	367	74	147
Long View	5,088	51	102	20	41
Maiden	3,736	37	75	15	30
Morganton	17,474	175	349	70	140
Newton	13,148	131	263	53	106
Rhodhiss	997	10	20	4	8
Rutherford College	1,226	12	25	5	10
Sawmills	5,020	50	100	20	40
Taylorsville	2,320	23	46	9	19
Valdese	4,689	47	94	19	38

Source: 2020 Census, compiled by the Western Piedmont Council of Governments
 *Assumes average household size of 2.49 persons per new housing unit.

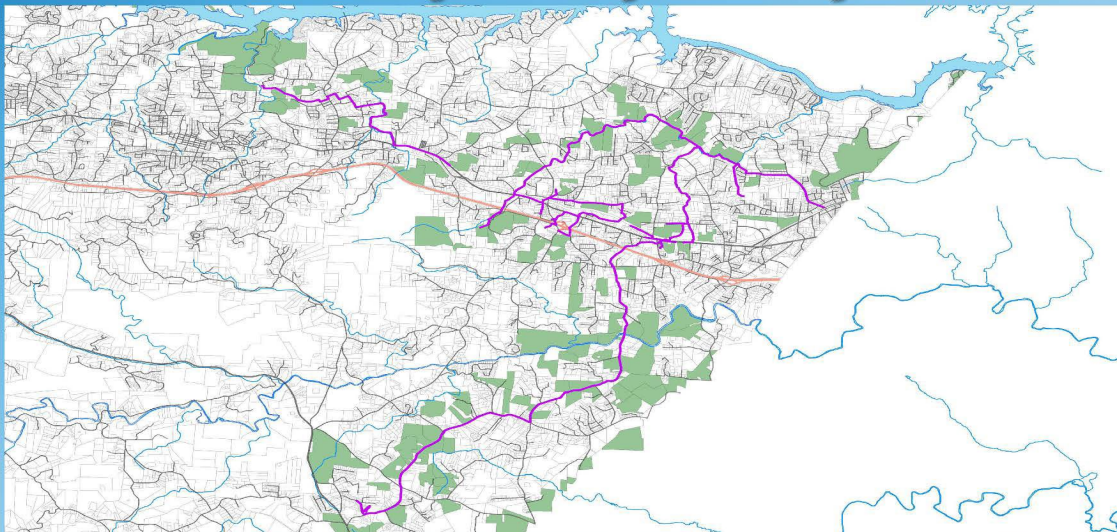


Burke County Sanitary Sewer System



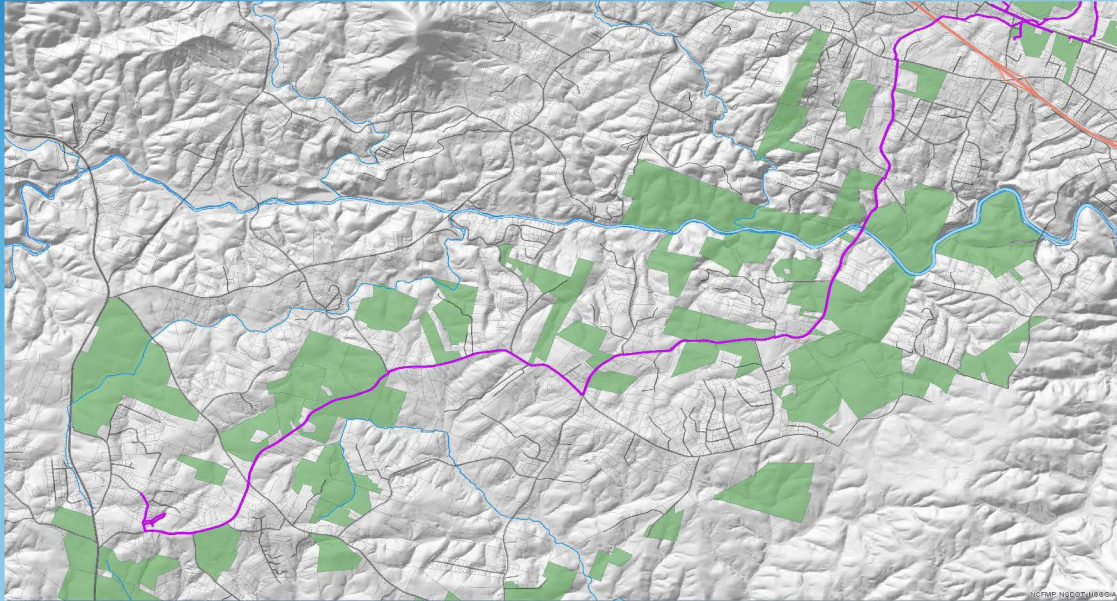
Parcels 23 Acres or Larger

Burke County Sanitary Sewer System



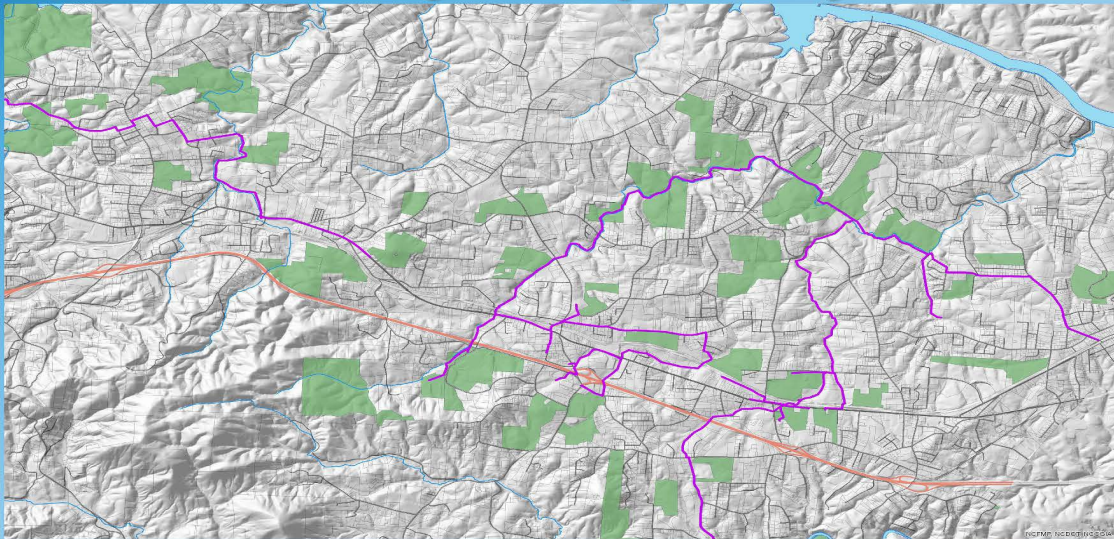
Large Parcels 0.5mi from Sewer Line

Burke County Sanitary Sewer System



Large Parcels South of I-40

Burke County Sanitary Sewer System



Large Parcels North of I-40

Chairman Mulwee asked what is the difference between major and minor subdivisions. Mr. Glines said a major subdivision is when someone proposes a new roadway infrastructure and lots off of that. He continued, for minor subdivision, people typically are not extending infrastructure. Discussion ensued. Shane Prisby, Community Development Operations Manager, and Scott Black, IT Director, responded to a question from Commissioner Brittain regarding road signs. In response to a question from Commissioner Taylor, Mr. Glines said the increase in shoreline zoning (slide 2) is primarily from new housing. Discussion ensued regarding water / sewer and the potential for growth. Chairman Mulwee asked with the potential for growth in the county, does Community Development have the staff they need to accommodate it. Mr. Glines said they are struggling to keep up with the pace of work, but noted it is not just their

department and it probably needs to be addressed. Vice Chairman Carswell said he hopes the County keeps its vision of clustered development. Discussion continued.

County Manager Steen said he has been working with Mr. Glines and Mark Delehant, General Services Director, on housing and utilities to see if they can assemble some probable locations. He said at some point in time, they may need to be more involved in reserving properties. County Manager Steen then provided an update on the new airplane hangar that is under construction at the Hickory Regional Airport. He said Hickory City Manager, Warren Wood informed him that there is interest in the new hangar with a tax value of approximately \$20 million from just two (2) large planes. He commended the City of Hickory for their partnership and noted he is also trying to cultivate relationships with Caldwell County and their new county manager.

In response to a question from Vice Chairman Carswell regarding the County's sewer system, Mr. Glines said the County's infrastructure is uneven with some areas having more infrastructure than others and the system needs to be studied, for both water and sewer. He continued that there could be opportunities for collaboration with the towns. Discussion continued. Commissioner Taylor said, as any longtime commissioner would know, that the County has spent too much on sewer and the Board needs to revisit their sewer practices. Discussion continued on the location of existing water/sewer lines.

County Manager Steen then presented a video from the City of Hickory highlighting the Hickory Regional Airport.

RESULT: NO ACTION TAKEN.

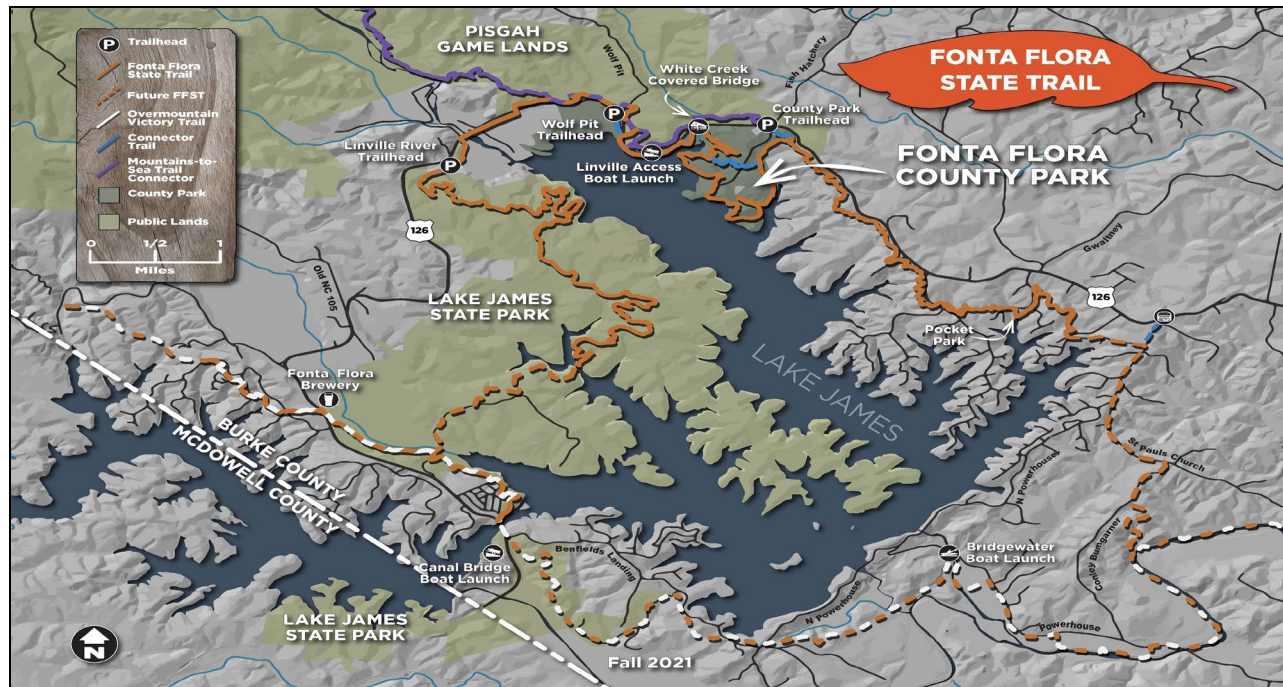
BOC - FONTA FLORA TRAIL UPDATE AND 2022 WORK PLAN

Information from the agenda packet:

Community Development Staff will present on the Fonta Flora State Trail and associated projects at Lake James. This presentation will layout a work plan for 2022 and subsequent years in order to focus staff efforts and County resources. The work plan covers the development of the next 20 miles of trail as well as planning efforts, easement acquisitions, and the construction of support infrastructure.

Budgetary Effect: Any budgetary impacts will be brought to the Commissioners on a project-by-project basis and is not a part of this report specifically.

Mr. Prisby presented information on the Fonta Flora State Trail (FFST) as follows:



Goals of This Presentation

Serve as a Multi-Year Work Plan for Staff— The document will give guidance on how to allocate limited staff time

Establish Consensus on the Work Plan— Meet approval of the Commissioners and County Manager for the project approach

Guide Annual Budget Requests— Allow for staff and the Commissioners to prioritize budget requests into future fiscal years

Provide Information to the Public and our Partners— The final work plan will be posted on the County website

This is a Living Document — The work plan will be updated annually to reflect opportunities and constraints that may arise

Duke Energy Funding

Comprehensive Relicensing Agreement – The CRA is the agreement between Duke and Stakeholders for recreation projects and management along the Catawba- Wateree Hydro Project

CRA § 10.27.2.3 Lake James Loop Trail – This funding for portions of the Fonta Flora Trail has been completely spent out and Burke County has closed the out the Project with Duke Energy

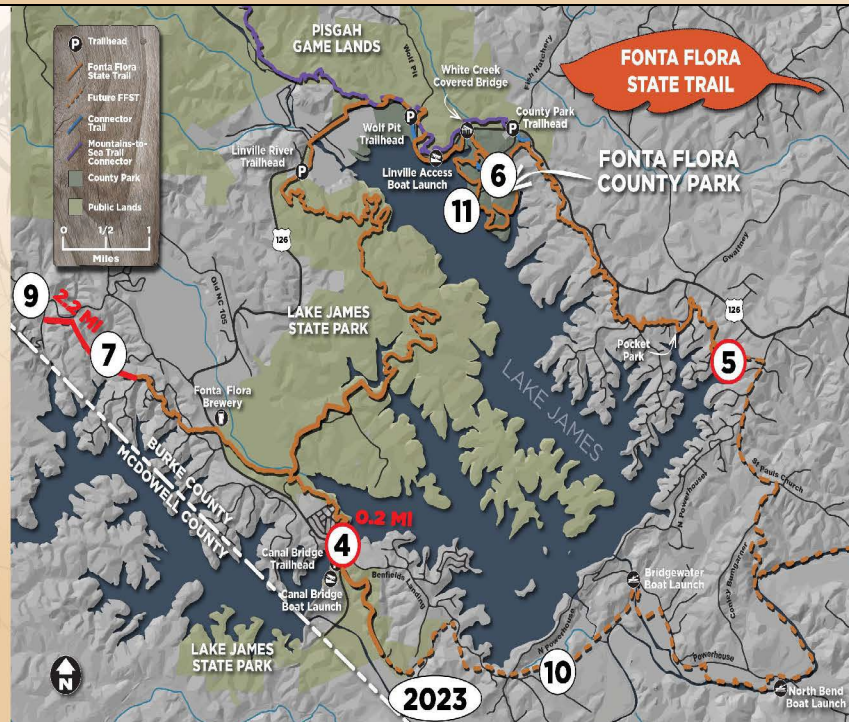
CRA § 10.27.4.2 Lake James-to-Morganton OVNHT Corridor – This project has \$451,447.69 remaining to construct 6 miles of the Overmountain Victory National Historic Trail/Fonta Flora State Trail

CRA § 10.27.4.3 Watermill Road Access Area – The \$84,200 remaining is encumbered for the construction project with WRC

Duke Energy has other CRA projects in Burke County which have until 2027 to be completed. All dates shown are approximated for planning purposes only

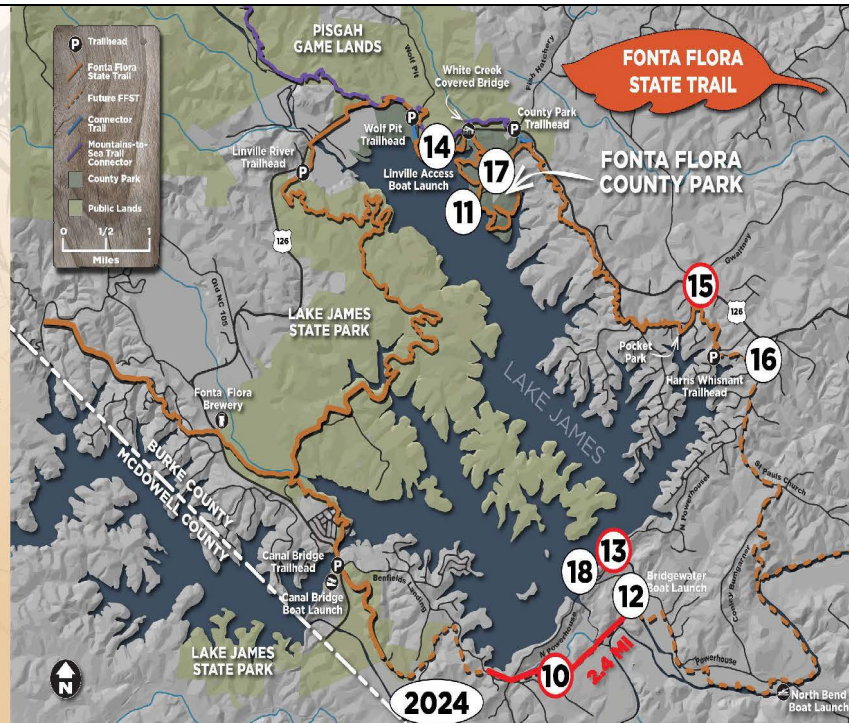
2023

- 4. Canal Bridge – Construction**
(0.2 MI of New Trail)
- 5. Harris Whisnant Trailhead – Construction**
- 6. County Park Master Plan & Place Making – Finalizing**
- 7. 1780 & The Enclave – Construction** (2.2 MI of New Trail)
- 9. Pisgah Preserve – Easement Acquisition**
- 10. Paddy's Creek Lands & Trailhead – Planning/Grant writing**
- 11. Fonta Flora Access Area – Planning**



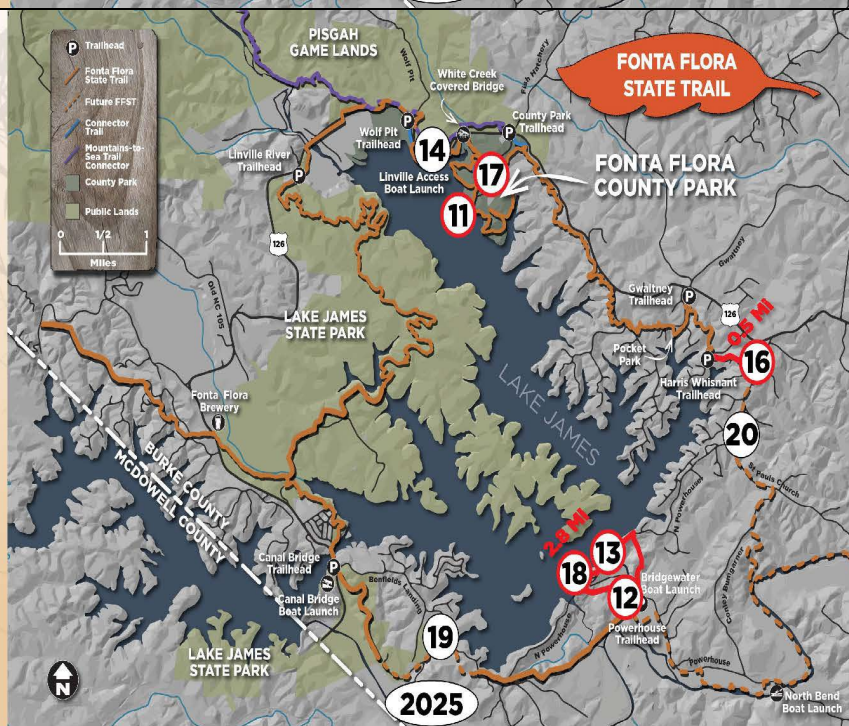
2024

- 10. Paddy's Creek Lands & Trailhead** – Construction (2.4 MI of New Trail)
- 11. Fonta Flora Access Area** – Planning
- 12. Bridgewater Boat Launch** – Planning
- 13. Boardwalk** – Construction
- 14. Canoe & Kayak Launch** – Planning
- 15. Gwaltney Trailhead** – Construction
- 16. Cobb Ave Trail Section** – Layout/Grant Writing
- 17. Park Infrastructure & Features** – Planning
- 18. Pocket Park & Eagle's Nest** – Planning



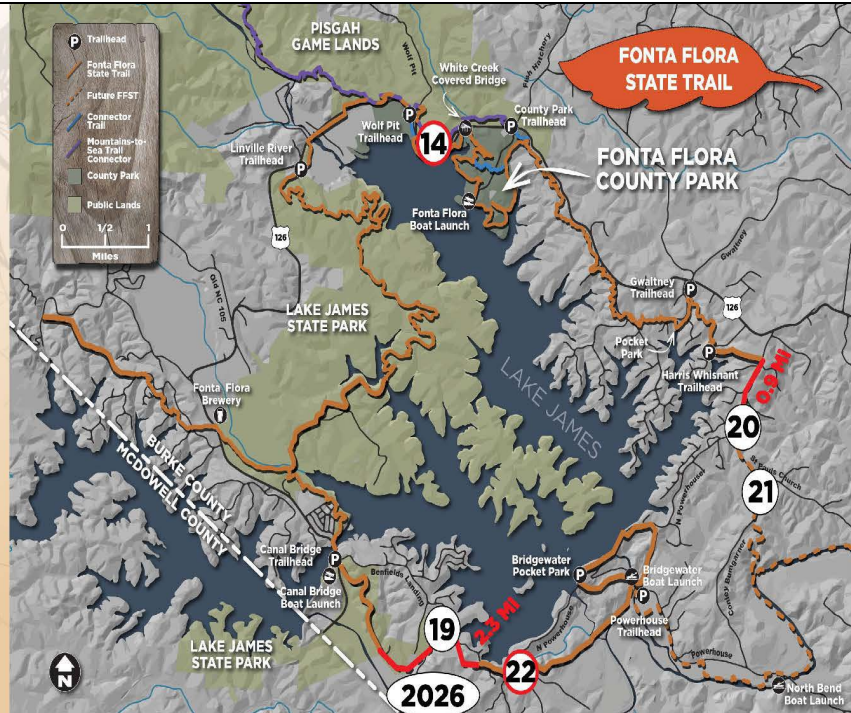
2025

- 11. Fonta Flora Access Area** – Construction
- 12. Bridgewater Boat Launch** – Construction
- 13. Boardwalk** – Construction
- 14. Canoe & Kayak Launch** – Planning
- 16. Cobb Ave Trail Section** – Construction (0.5 Mi of New Trail)
- 17. Park Infrastructure & Features** – Construction
- 18. Pocket Park & Eagle's Nest** - Construction (2.8 MI of New Trail)
- 19. Hemlock Springs Trail Section** – Trail Planning & Grant Writing
- 20. N Powerhouse Trail Section** – Trail Planning & Grant writing



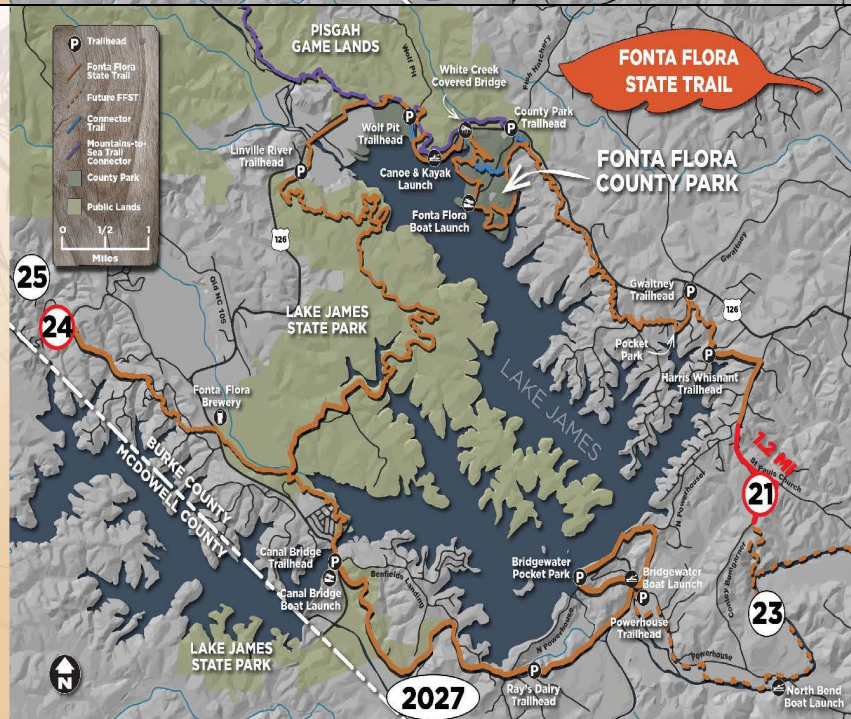
2026

- 14. Canoe & Kayak Launch – Construction**
- 19. Hemlock Springs Trail Section – Construction (2.3 MI of New Trail Construction)**
- 20. N Powerhouse Trail Section – Construction (0.9 MI of New Trail)**
- 21. St Paul's & Conley Bumgarner Trail Section – Planning**
- 22. Ray's Dairy Trailhead - Construction**



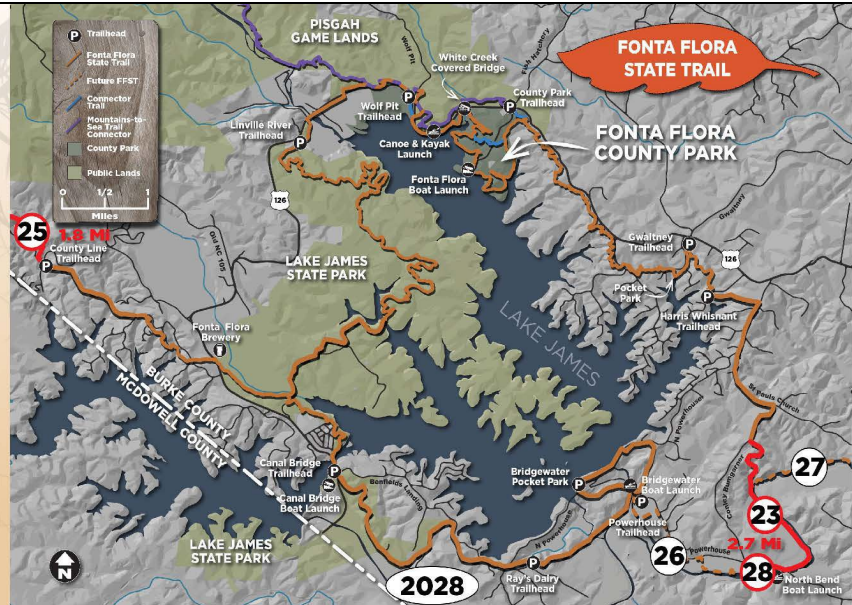
2027

- 21. St Paul's & Conley Bumgarner Trail Section – Construction (1.2 MI of New Trail Construction)**
- 23. North Bend Trail Section – Trail Planning & Grant Writing**
- 24. County Line Trailhead – Construction**
- 25. Pisgah Preserve Section – Trail Planning & Grant Writing**



2028

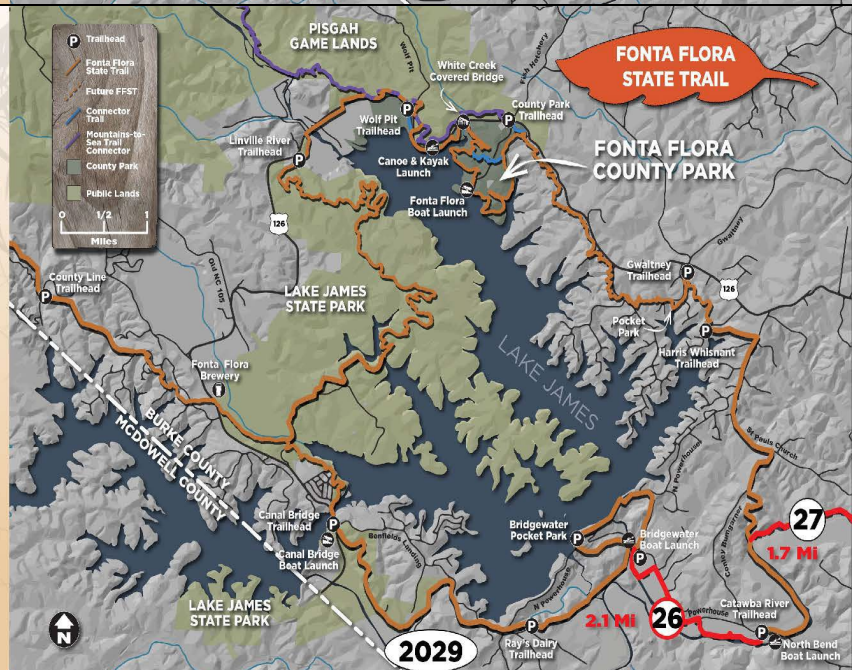
- 23. North Bend Trail Section –**
Construction (2.7 MI of New Trail)
- 25. Pisgah Preserve Section –**
Construction (1.8 MI of New Trail)
- 26. Powerhouse Trail Section –** Trail
Planning & Grant Writing
- 27. River Trail Section –** Trail
Planning & Grant Writing
- 28. Catawba River Trailhead –**
Construction



2029

- 26. Powerhouse Trail Section –**
Construction (2.1 MI of New Trail)
- 27. River Trail Section –** Construction
(1.7 MI of New Trail)

Approx. 24.2 MI of New Trail Total



Anticipated Funding Asks by Fiscal Year

- **FY 23**
 - Harris Whisnant Trailhead - Construction
- **FY 24**
 - Canal Bridge Construction
- **FY 25**
 - Boardwalk Construction
 - Gwaltney Trailhead – Construction
 - Park Infrastructure & Features – Construction
 - Pocket Park & Eagle's Nest – Design/Engineering
- **FY 26**
 - Cobb Ave Trail Section – Construction
 - Park Infrastructure & Features – Construction
 - Pocket Park & Eagle's Nest - Construction
- **FY 27**
 - N Powerhouse Trail Section – Construction
- Ray's Dairy Trailhead – Construction
- Hemlock Springs Trail Section - Construction
- **FY 28**
 - St Paul's & Conley Bumgarner Trail Section – Construction
 - County Line Trailhead - Construction
- **FY 29**
 - North Bend Trail Section – Construction
 - Pisgah Preserve Section - Construction
- **FY 30**
 - Powerhouse Trail Section – Construction
 - River Trail Section - Construction

A general discussion ensued regarding the popularity of hiking in the area and Mr. Prisby said he does not foresee a decline in the use / enjoyment of the FFST.

LUNCH

The Board took a break for lunch at 11:45 a.m. and the meeting resumed at 12:26 p.m.

BOC - FONTA FLORA TRAIL UPDATE AND 2022 WORK PLAN - CONTINUED

Mr. Prisby continued with his update on the FFST. He responded to a question from Commissioner Brittain regarding the location of the Harris Whisnant Trailhead. Vice Chairman Carswell asked when you leave Pisgah, will the trail stay on the right-hand side of the road going into McDowell County up to Black Bear or will it cross over to the lake side. Mr. Prisby said he would hope to avoid that entirely, but the right-hand side would be better because there is very little space at the lake at the low point. Discussion continued. In response to a question from Chairman Mulwee, Mr. Prisby provided an update on McDowell County's portion of the trail and noted by 2023, there should be an increase in collaboration/discussions between Burke and McDowell as plans solidify. Commissioner Taylor asked what is the quickest way to get to McDowell County from the FFST. Mr. Prisby said it is difficult to say at this point because final plans have not been drawn yet.

In response to a question from Chairman Mulwee, Mr. Prisby said the limiting factor in expediting the completion of the FFST is him because of the multitude of projects he must work on, on a part-time basis. Chairman Mulwee asked if there is a position that needs to be created to ease Mr. Prisby's workload and noted they are doing a great job, but he would like to see the FFST completed in four (4) years. Mr. Glines said to meet that timeline, another employee would be needed to work under Mr. Prisby. Regarding funding, Vice Chairman Carswell asked if the County still has PARTF monies. Mr. Prisby responded in the affirmative. Vice Chairman Carswell then asked if a special funding ask from the legislature would help. Mr. Prisby said direct funding would help and from his understanding, because of the success of the FFST and because the funding is based on the number of miles left to complete, they did not get a lot,

approximately \$500,000, which may fund one (1) project.

RESULT: NO ACTION TAKEN.

BOC - GENERAL SERVICES (BUILDINGS/GROUNDS, WATER, SEWER & LANDFILL) UPDATE

After an introduction by the General Services Director, Mark Delehant, Burke County's Trane Account Manager, Matt Ballenger, advised that the delay on installing controls at the HRC (Human Resources Center) were attributed to supply chain issues particularly with control boards and resin from China. However, those issues have been resolved, the parts should ship next week, and be installed the following week. Carl Wooten, Trane Area General Manager, thanked the Board for the County's business and patience while they have been dealing with supply chain issues. Mr. Ballenger then presented the following information:



ARPA Fund Uses

- COVID-19 Mitigation and Prevention- 31CFR Part 35, Page 5 (See Attachment 1)
 - "Ventilation Improvements in congregate settings, health care settings and other key locations"
 - "They also include capital investments in public facilities to meet pandemic operational needs, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement COVID-19 mitigation tactics"
- Government looks to CDC- CDC looks to OSHA- OSHA looks to ASHRE
- ASHRE Core Recommendations (See Attachment 2 and 3)
 - Maintain temperature and humidity in space while increasing outdoor air
 - Control System used to increase outdoor air into buildings
 - Night Purge
 - Limit Outdoor Air based on Space Temperature/Humidity Limits
 - Increase Filter Efficiencies without reducing HVAC System Airflow
 - UV Lighting Solutions- Increases filter efficiency >= MERV 13
 - MERV 13 Air Filtration- If unit is not designed for excess pressure drop, can cause issues



Long Term Benefits of Control Systems/IAQ

- **Indoor Air Quality**
 - Mold
 - Future Pandemic, Cold and Flu
 - Increases efficiency of your current air filters to meet OSHA MERV requirements
 - Has no negative effect on your current HVAC system
- **Controls System**
 - Boosts energy savings while cutting utility costs
 - Reduce absenteeism and the spread of germs
 - Building Automation Increases Employee Productivity
 - Quick return on your investment
 - Ability to Standardize control system(s) in all Burke county government buildings
 - Ease of Owner access/use
 - Factory certified training available for facilities personnel



Trane Partnership Benefits

- Local Presence-Global Capability
- HVAC Equipment Solutions
- Control System Solutions
- Active Air Cleaning Solutions
 - Ultra-Violet Lighting
 - Synexis Dry Hydrogen Generators for Acute Locations
- System Service and Maintenance



Trane Partnership Benefits (Continued)

- Cooperative Purchasing Partner- NC G.S. 143-129 (e)(6)
 - Trane is sole provider of Trane equipment and Trane control systems
 - Used if County wants to standardize on equipment and control solutions
 - Used by Greenville County Government, Caldwell County Government, Burke County Schools, Caldwell County Schools, Caldwell Community College
- Competitive Group Purchasing Program-NC G.S. 143-129 (e)(3)
 - Trane is member of Omnia/US Communities

Omnia Partners/ US Communities- Public Sector

POWER. ACCESS. TRUST

- Providing state and local governments the **power** to deliver value to their organizations through **access** to a competitive procurement process and suppliers they can **trust**.

BENEFITS OF COOPERATIVE PURCHASING

1. Reduces agency administrative burden of time/resources
2. Opportunity for greater efficiency and economies of scale in acquiring goods and services
3. Product cost savings through nationally leveraged pricing
4. No cost to agencies or minimum purchase amounts
5. First-class purchasing procedures ensuring the most competitive contracts



Local ESSER and ARPA Funded Projects

- **Burke County Schools**
 - Installed Controls and IAQ Solutions in every Elementary, Middle and High School
 - HVAC Maintenance
- **Caldwell County Schools**
 - IAQ Project in Design to include Equipment Change Outs/Redesign
- **Caldwell Community College**
 - Upgraded Controls, Equipment Change Outs
 - HVAC Maintenance
- **Caldwell County Government (Ongoing)**
 - Upgrade Controls, IAQ Solutions, Equipment Change Outs
 - HVAC Maintenance



Potential ARPA Projects for Burke County

IAQ Control Project Budgets

Location	Project	Controls	IAQ
Avery Building	IAQ/Controls	\$72,000	\$35,000
Burke Services	IAQ/Controls	\$55,000	\$65,000
Courthouse	IAQ/Controls	\$85,000	\$110,000
East Burke Library / Senior Center	IAQ/Controls	\$55,000	\$15,000
Foothills Higher Education Center	IAQ/Controls	\$65,000	\$45,000
Sheriff's Office (Not Prison)	IAQ/Controls	\$55,000	\$35,000
HRC Building	IAQ/Controls	Complete	\$65,800

Commissioner Brittain asked how to the controls save energy. Mr. Ballenger said they take the current equipment and maximize the efficiency of the equipment by considering other factors such as outside temperature / humidity and building occupancy at night and on weekends. A discussion ensued on controls and potential cost savings.

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A close-up photograph showing a metal mesh or grate embedded in a rough, textured surface, possibly concrete or stone. The mesh consists of several horizontal and vertical bars, some of which are bent or distorted. The surface is uneven and shows signs of wear or damage.

A photograph showing a concrete drainage ditch in a tunnel. The ditch is filled with debris, including plastic bags and other trash, and has some water in it. The surrounding tunnel walls are made of concrete and show signs of wear and discoloration.

To prepare for future expenses, Mr. Delehant stated his intent to request funding to conduct an analysis of forecasted expenses, which would include the impact of the solid waste fees.

Mr. Delehant stated his desire to add a third compactor for recyclables to the new East Burke Convenience Center and to apply for a \$30,000 "Community Waste Reduction and Recycling Grant" to cover the cost. The grant requires a 20 percent match. The advantages of a compacted dual stream container include: less sorting by end users and increased efficiency (greater volume, fewer hauls and less time spent on transporting recyclable materials).

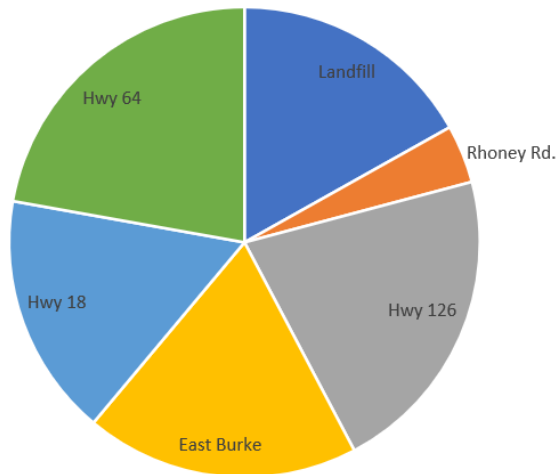


CONVENIENCE SITE VISIT DATA

For future planning purposes and determining the best site to install a recycling compactor, Mr. Delehant provided the following data on usage at the convenience sites, beginning with June of 2021:

SITE	Month							Total/Monthly Avg
	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Landfill	10,500	15,203	13,903	6,588	8,216	11,180	8,020	73,610
Daily Average	404	563	535	253	316	447	308	439
Rhoney Road	2,975	1,907	2,520	2,451	2,540	2,475	2,561	17,429
Daily Average	142	91	116	117	115	118	128	118
Hwy 126	12,067	11,911	10,183	16,741	11,481	13,821	17,257	93,461
Daily Average	575	567	463	797	522	658	863	635
East Burke	9,342	9,828	7,944	7,962	14,666	14,461	17,942	82,145
Daily Average	445	468	361	379	667	689	897	558
Hwy 18	10,102	9,556	8,862	10,111	13,222	8,811	12,291	72,955
Daily Average	481	455	403	472	601	420	615	492
Hwy 64	13,892	11,029	9,663	17,094	16,287	15,389	13,498	96,852
Daily Average	650	525	439	814	740	733	675	654

Total Convenience Site Visits

**C&D LANDFILL**

Mr. Delehant reported that based on current volumes being received, the C&D Landfill has about three (3) years of capacity left. The next "cell" they plan to use is "4A" and it should be ready to receive waste at that time. In conversations with the landfill supervisor, the off-road dump truck that was purchased in the last budget has helped tremendously.

**WATER & SEWER**

Mr. Delehant reported the following water and sewer projects were approved at the Commissioners' October meeting. Many of these projects require the services of an engineer and he is proceeding with that.

	Type	Location	Description	Cost
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			BOC Approved 10/19/21		
Eng.		Sewer	East Burke High School	Line Replacement	\$46,500
		Sewer	All Locations	SCADA	\$12,300
Eng.		Sewer	Island Creek Pump Station	Pump Change Out (3)	\$165,000
Eng.		Sewer	Island Creek Pump Station	Grinder Install	\$150,000
Eng.		Sewer	Island Creek Pump Station	Force Main Replace	\$750,000
Eng.		Sewer	Indian Hills Pump Station	Total Upgrade &	\$2,951,030
		Water	All Locations	SCADA	\$58,000
		Water	MSM Pump Station 1	Pump Replace	\$16,000
		Water	MSM Pump Station 2	Pump Replace	\$10,750
		Water	MSM Pump Station 3	Pump Replace	\$16,000
		Water	MSM Pump Station 4	Pump Replace	\$6,500
		Water	Music Mountain Pump Station	Pump Replace	\$21,400
		Water	Piney Mountain Pump Station	Pump Replace	\$21,850
		Water	Owens Mountain Pump	Pump Replace	\$6,700

However, there were other items related to water & sewer that although they were included in his original request, they were not discussed at the October meeting.

Type	Location	Description	Cost
Sewer	All Locations	Jet Vac Trailer	\$70,000
Water	MSM Pump Station 2	Check Valve and Pressure Switch Replace	\$20,000
Water	Various Locations	Ice Pigging - Water Line Cleaning	\$150,000
Water	Pyramid Lane	Line Replacement	\$573,200
Water	Rollins Avenue	Line Replacement 1,400'	\$152,475
Water	Methodist Park Road	Line Replacement (up to 4,100 LF)	\$385,000
Sewer	Collection System I & I	Study to identify inflow & infiltration points (incl. CCTV all terra cotta pipes - about 8.5 miles)	\$300,000
Sewer	Collection System I & I	Rehab or Replace terra cotta pipe and manholes, based on results of I&I Study (assume roughly 50% of assets will need rehab or replace)	\$1,500,000
Sewer	All Hildebran Sewer Connections	Meter for billing (up to 8 metering manholes)	\$450,000
Sewer	Bailey Road	Creek Bank Stabilization	\$13,400
Sewer	Warlick Church Road	Creek Bank Stabilization	\$9,900
Sewer	Warlick Church Road #2	Creek Bank Stabilization	\$25,700
Sewer	Indian Hills Pump Station	Purchase Additional Capacity (estimated 100,000 gal/day @	\$800,000

		\$8/gal)	
Water	Homer Burns Avenue	New 6" Waterline Install	\$165,000
Water	City of Hickory Water Connection	George Hildebran School Road (600', meter, booster station)	\$800,000
Water	City of Hickory Water Connection	Burke County Line Road (2,000', meter vault)	\$350,000

Mr. Delehant considered the aforementioned items highlighted in green to be critical and a good use of the \$300,000 state budget appropriation the County received for infrastructure. He also reported that staff from both the Division of Water Infrastructure and the Department of Environmental Quality confirmed that these items would be an acceptable use of these funds.

CREEK BANK STABILIZATION PROJECTS

Mr. Delehant reported the three (3) creek bank stabilization projects mentioned above are locations where due to erosion; the sewer line is in danger of being exposed which would result in a catastrophic sewer line failure. The photos below show a before and after comparison of the repair of one (1) of two (2) locations where the sewer line had already become completely exposed and the cost of these three (3) repairs is nearly equal to the cost of just one of those. These three (3) repairs will only become more expensive as time goes on.

Before



After



SEWER JETTER

Mr. Delehant proposed to use \$70,000 of the \$300,000 state budget appropriation to purchase a sewer jetter, which is an acceptable use of the funds according to state personnel. This equipment is used to clean and unclog sewer lines. The County's collection system is permitted by the North Carolina Division of Water Quality and that permit, among other things, requires that 10 percent of the system be cleaned annually. Purchasing the equipment, as opposed to renting equipment or contracting out for this service, is cost effective.



ROLLINS PARK

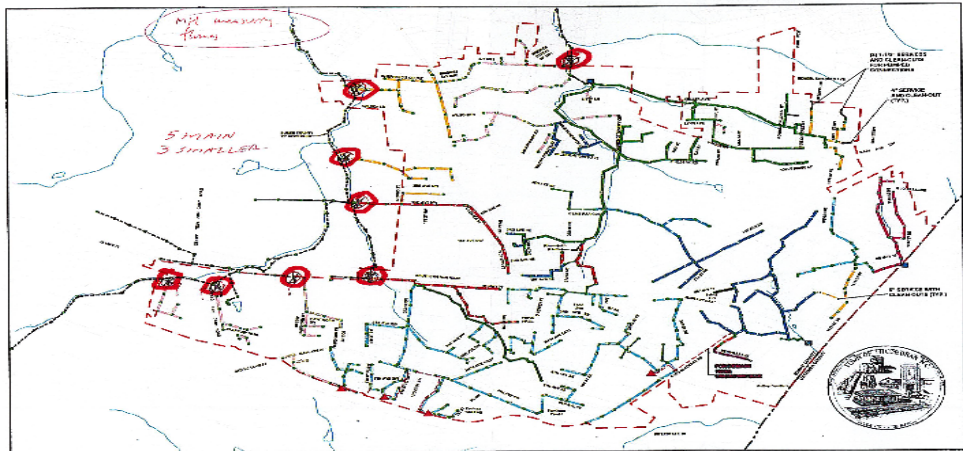
Mr. Delephant proposed to use the remainder of the \$300,000 earmarked for infrastructure to replace the waterline in Rollins Park. This is one (1) of three (3) locations where the County, many years ago, took over responsibility of a community well system. The well was disconnected, and their old lines were connected to the County's system. He further reported that according to the Water Sewer Maintenance Supervisor, all three (3) of these locations require regular maintenance and repair due to age and increased water pressure.

METHODIST PARK ROAD AND PYRAMID LANE

Mr. Delephant advised that Methodist Park Road and Pyramid Lane are other locations that still have the original well pipe and they should be considered for replacement at some point.

HILDEBRAN SEWER CONNECTIONS - \$450,000

Mr. Delephant recommended using ARPA funds to meter the eight (8) manholes, points circled in red, where Hildebran's sewer system, owned and operated by the City of Hickory, connects to Burke County's system for controlling the amount of wastewater flowing through the system and determining the amount of I/I (inflow and infiltration) entering the system.

**PRICE REDUCTION – WATER FOR RESALE**

Mr. Delephant reported that, recently, by simply making some adjustments to the flow of one of the County's largest systems, he was able to reduce the cost of the water purchased for resale. The average cost went from \$1.90 to \$1.59 per 1,000 gallons. The County purchases an average of \$13.4 million gallons per month so over time, this should amount to a considerable savings.

	System Total	System Total	Average Cost Per
	Gallons	Cost	1,000 Gal.
May	14,684,818	\$27,867.09	\$1.90
June	13,181,141	\$24,606.18	\$1.87
July	13,643,503	\$25,252.58	\$1.85
August	14,219,525	\$27,142.86	\$1.91
September	12,061,903	\$22,420.93	\$1.86
October	12,887,318	\$24,725.10	\$1.92
November	12,916,471	\$20,550.29	\$1.59
December	13,388,112	\$20,311.08	\$1.52

REQUEST FOR PUBLIC WATER

Mr. Delephant briefly displayed a large map that identified places where residents have expressed an interest in having public water. He also referenced a letter from Environmental Health regarding poor water quality conditions in certain areas of the county.

GRANT OPPORTUNITIES

Mr. Delehant introduced Sherry Long, with the WPCOG, who presented information on various grant opportunities for water and sewer infrastructure, including ARPA funding.

PERSONNEL REQUEST

Mr. Delehant stated his intention to ask for an additional administrative assistant for General Services in the upcoming budget. He advised that his three (3) divisions include 60 employees, his budget is nearly 10% of the County's total annual budget, but he only has one (1) administrative person.

RESULT: NO ACTION TAKEN.

ADDITIONAL RESPONSIBILITIES FOR A DEPARTMENT HEAD

County Manager Steen commented on his desire to promote the new Planning Director, Alan Glines, to Deputy County Manager/Planning Director and to add this request to the agenda for the regular meeting on February 15th. The pay grade and departments under Mr. Glines' supervision would be the same as they were before the former Deputy County Manager/Planning Director retired.

Chairman Mulwee expressed support for the request, noting the overwhelming amount of work the Manager has. County Manager Steen advised that funding is available in the budget, but it would have to be transferred from the unutilized "assistant county manager" position.

Commissioner Taylor requested a work session on the new Animal Shelter. He recommended that shelter operations go back under the supervision of the Sheriff's Office and said the county manager does not need to have control of the animal shelter although the Board assigned it to him to supervise. He said the Board is breaking various rules and showing gross favoritism to the animal shelter by allowing them to make a monthly presentation to the Board. He also questioned the amount of time spent by the manager and clerk on animal shelter issues.

Chairman Mulwee asked if there were any objections to adding this request to the February agenda. Commissioner Taylor expressed his desire to follow the normal agenda setting process and that the supervision of Animal Services should be discussed first. Commissioner Brittain said supervision of the Animal Services Department has nothing to do with the request being discussed today and when he came on board, the Manager had too many departments to supervise with all the other responsibilities he has. Since the Board did not move forward with the assistant county manager position, Commissioner Brittain said he has no problem returning to the prior management structure of having two (2) deputy county managers. Further, he said he would never agree to moving Animal Services back to the Sheriff's Office because it was not working well there.

Chairman Mulwee advised that the item would be added to the February agenda as a decision item since there is no budgetary effect and it returns the County to its preexisting management structure. He also commented on all the Manager's additional, overwhelming responsibilities concerning COVID-19, ARPA funding, etc.

In response from an inquiry from Commissioner Abele, County Manager Steen advised that the salary increase would be effective at the beginning of the next pay cycle. Chairman Mulwee directed the Clerk to add the item to the February agenda.

RESULT: ITEM ADDED TO THE FEBRUARY 15, 2022 AGENDA.**BOC - COMMISSIONERS' BUDGET REQUESTS & GENERAL DISCUSSION**

Commissioner Taylor requested a copy of the data provided to the newspaper on employee wages. He also advised that he did not receive a response on a handout to give to citizens when they ask about moving the Confederate monument. Commissioner Brittain suggested the Clerk extract the Attorney's report from the meeting minutes. He then said systematically addressing maintenance and repair of county facilities over the next five (5), ten (10) and 15 years is the biggest challenge the County faces and that he looks forward to receiving a copy of the consultant's report. Commissioner Taylor complimented the presentations the Board received during the retreat and expressed appreciation for them. Commissioner Carswell expressed dissatisfaction with the proposed litter removal strategy. He encouraged staff to find other ways, possibly through the Department of Corrections or to hire a part-time person to pick up trash. He also hoped restrooms would be installed at the convenience sites. He spoke passionately about utilizing the ARP funds, one-time monies, wisely with the most benefit to the citizens. He expressed support for hiring a grant writer to capture some of the millions of dollars of available grant funding, noting the County has not received a grant since the one he pushed through several years ago while serving as a member of the State Water Infrastructure Authority. He then expressed great disappointment and frustration over the inability to expand broadband services in Burke County and across the State, despite broadband expansion being the number one (1) goal of the NC Association of County Commissioners. Charter/Spectrum has gotten too big, he said, and their local representative is not helpful. Further, he said the County has done everything it can, including conducting a study several years ago, without success. He then advocated for fairly assisting nonprofits with ARP funding, if possible and commented that the Human Resources Center has served its time. Commissioner Taylor advocated for prioritizing the Board's ARP wants and needs.

Commissioner Abele left at 2:42 p.m. and was not present for the remainder of the meeting.

Chairman Mulwee advocated for adding a grant writer position and he expressed appreciation to staff for pulling the 2-day retreat together.

GRANT WRITER POSITION

Margaret Pierce, Deputy County Manager/Finance Director, suggested that some of the funds for the assistant county manager position be used to fund a grant writer position and she offered to submit the request for the March meeting, if the Board was agreeable. Continuing, she said she interviewed some excellent candidates recently and would like to capture one of them before they find jobs elsewhere. A general discussion ensued on grant administration.

RESULT: NO ACTION TAKEN.**WATER & SEWER PROJECTS FOR \$300,000 STATE APPROPRIATION**

Margaret Pierce, Deputy County Manager/Finance Director, requested the Board's consensus to move forward with the following projects the General Services Director presented earlier today:

Type	Location	Description	Cost
Sewer	All Locations	Jet Vac Trailer	\$70,000
Water	Rollins Avenue	Line Replacement 1,400'	\$152,475

Sewer	Bailey Road	Creek Bank Stabilization	\$13,400
Sewer	Warlick Church Road	Creek Bank Stabilization	\$9,900
Sewer	Warlick Church Road #2	Creek Bank Stabilization	\$25,700

She further advised that the agreement(s) for these projects and other projects the County received special funding for in the state budget will be presented to the Board for approval soon. Vice Chairman Carswell wanted to forward quickly before the State rescinds the funding.

RESULT: NO ACTION TAKEN.

ADJOURN

Motion: To adjourn at 2:54 p.m.

RESULT: APPROVED [UNANIMOUS]

MOVER: Maynard M. Taylor

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

ABSENT: Wayne F. Abele, Sr.

Approved this 19th day of July 2022.



Scott Mulwee, Chairman
Burke Co. Board of Commissioners

Attest:



Kay Honeycutt Draughn, CMC, NCMCC
Clerk to the Board