

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

The Burke County Board of Commissioners held a pre-agenda meeting on Tuesday, May 3, 2022, at 3:00 p.m. in the County Board Room, Burke Services Building, 110 N. Green Street in Morganton, N.C. The meeting was streamed live on the County's YouTube channel, BurkeCountyNC, and it was broadcast on the local cable systems. 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 3:00 p.m. He asked for a moment of silence for Beverly Roland, a retired Burke County communications supervisor and 27-year member of Burke County REACT.

APPROVAL OF THE AGENDA

Motion: To approve the agenda.

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

AS - PETS OF THE MONTH

Clerk Draughn, filling in for Kaitlin Settlemeyre, Animal Services Director, said Animal Services staff will present a dog and a cat in need of its "forever" home at the regular meeting.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 17, 2022 AT 6:00 P.M.

TDA - FINANCIAL UPDATE FOR THE YEAR ENDING MARCH 31, 2021

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 CEO, presented the TDA financial update for the year ending March 31, 2021 as follows:

BURKE COUNTY TDA				
BUDGET TO ACTUAL JULY- MARCH 31, 2022				
Income		Budget	Actual	Available Balance
	4010 • Burke Co. Govt. - Occup. Tax	\$ 600,000	486,765.99	\$ 113,234.01
	4110 • Interest Income	\$ -	44.72	\$ (44.72)
	4120 Miscellaneous	\$ 24,500	37,548.00	\$ (13,048.00)
	4000 • Fund Balance	\$ 75,000	-	\$ 75,000.00
	5000 • Trolley Revenue	\$ 20,000	23,525.83	\$ (3,525.83)
Total Income		\$ 719,500	547,884.54	\$ 171,615.46
Expense				
	5010 • Accounting	\$ 8,000	7,000.00	\$ 1,000.00
	5020 • Marketing/Advertising	\$ 189,600	96,716.57	\$ 92,883.43
	5102 • Membership Dues	\$ 2,500	1,270.00	\$ 1,230.00
	5110 • Building Maintenance	\$ 500	186.25	\$ 313.75
	5113 • City of Morganton/Tourism	\$ 135,000	109,522.36	\$ 25,477.64
	5115 • Town of Valdese/Tourism	\$ 75,000	60,845.74	\$ 14,154.26
	5117 - Bank Charges	\$ -	105.77	\$ (105.77)
	5140 • Website Upkeep	\$ 500	362.64	\$ 137.36
	5150 • Insurance	\$ 20,000	19,048.62	\$ 951.38
	5180 • Office Supplies	\$ 4,000	9,132.69	\$ (5,132.69)
	5190 • Payroll Shared Staff Reimb.	\$ 40,000	3,435.90	\$ 36,564.10
	5200 • Payroll Expenses	\$ 206,000	169,913.60	\$ 36,086.40
	5250 • Postage	\$ 1,000	1,057.94	\$ (57.94)
	5280 • Office Rent	\$ 6,000	4,650.00	\$ 1,350.00
	5290 • Telephone	\$ 3,000	2,519.46	\$ 480.54
	5300 • Travel/Training	\$ 15,000	8,788.53	\$ 6,211.47
	5301 • Trolley Expenses	\$ 13,400	8,031.50	\$ 5,368.50
	5400 • Misc. Expense	\$ -	261.96	\$ (261.96)
Total Expense		\$ 719,500	502,849.53	\$ 216,650.47
Net Income		\$ -	45,035.01	-45,035.01

BURKE COUNTY TDA			
March 31, 2022			
ASSETS			
	1014 FIRST CITIZENS BANK - CHECKING	\$	631,076.24
	1210 ACCOUNTS RECEIVABLE	\$	-
	TOTAL CHECKING	\$	631,076.24
LIABILITIES			
	2040 DEPOSITS RECEIVED	\$	300.00
	2050 CITY OF MORGANTON - PAYABLE	\$	54,894.42
	2075 TOWN OF VALDESE - PAYABLE	\$	80,424.06
	2100 PAYROLL LIABILITIES	\$	4,004.00
	TOTAL LIABILITIES	\$	139,622.48
EQUITY			
	3900 RETAINED EARNING	\$	446,418.75
	NET INCOME	\$	45,035.01
	TOTAL EQUITY	\$	491,453.76
TOTAL LIABILITIES & EQUITY		\$	631,076.24

Mr. Phillips noted that the miscellaneous revenue section was for the co-op ads in *My State*

Magazine and sponsorship revenue from their *Last of the Mohicans* festival. Mr. Phillips spoke about tourism drivers for Burke County and provided an update for the *Last of the Mohicans* festival which will be held on Saturday, May 14th. He then provided an update on the visitors center and noted there has been a marked increase in the number of visitors coming to Burke County.

Chairman Mulwee opened the floor for questions and comments from the Board. Commissioner Taylor asked how many people went to the visitors center in the last quarter. Mr. Phillips said he would bring that information to the regular meeting. A brief discussion ensued.

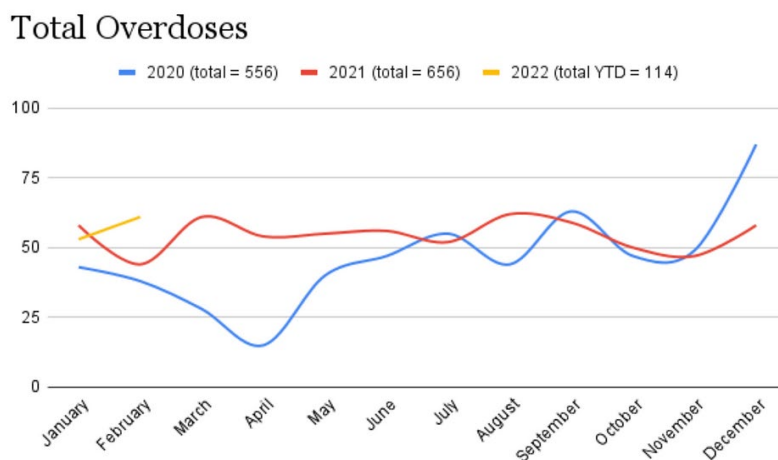
RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 17, 2022 AT 6:00 P.M.

BSAN - OVERVIEW FOR BSAN'S OVERDOSE DATA DASHBOARD

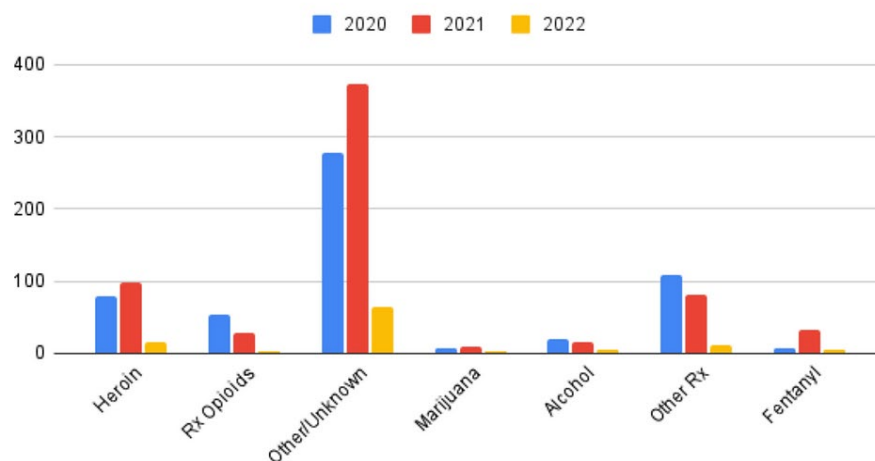
Information from the agenda packet:

In 2021, the staff team for BSAN (Burke Substance Abuse Network) coordinated with the 911 Call Center, UNC Healthcare: Blue Ridge, local law enforcement, and the Burke County Health Department to determine how to ascertain an accurate representation of local overdose numbers because the information available on state resources appeared understated as compared with the anecdotal information being received through meetings and conversations. As a result, the team agreed to review all 911 call reports and Emergency Department visit information to create a data dashboard which is now available from 2020-current on the BSAN website. BSAN will share this resource with the Board of Commissioners and highlight the current trends being seen across the county. The dashboard can be viewed at www.joinbsan.com/data-dashboard <<http://www.joinbsan.com/data-dashboard>>.

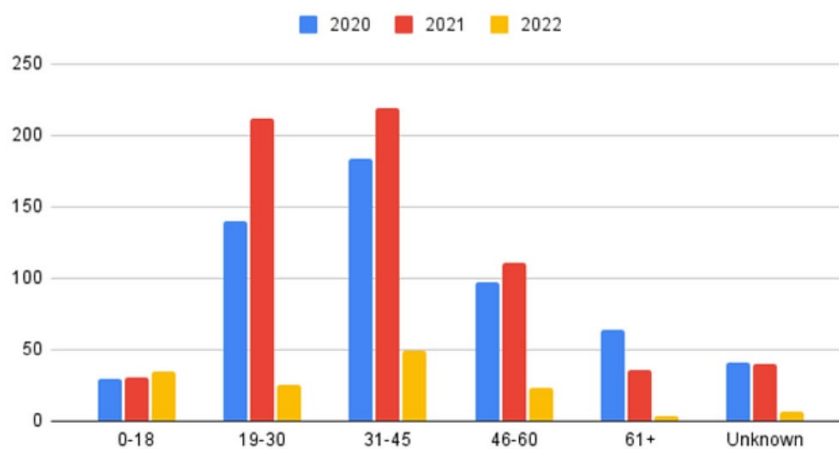
Kim James, Chair of the Burke Substance Abuse Network, presented the following information:



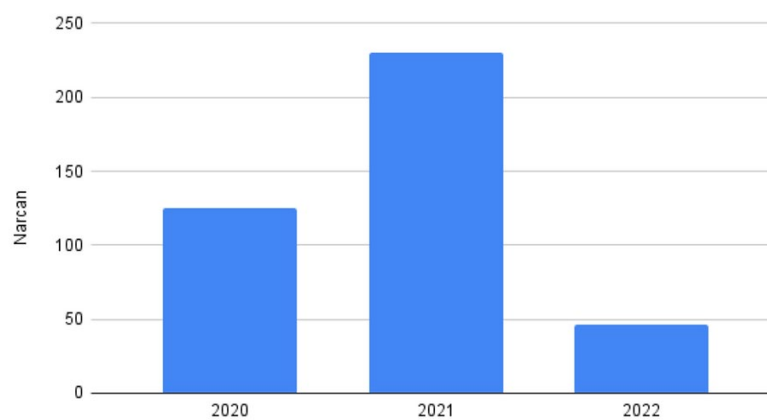
Overdoses by Substances

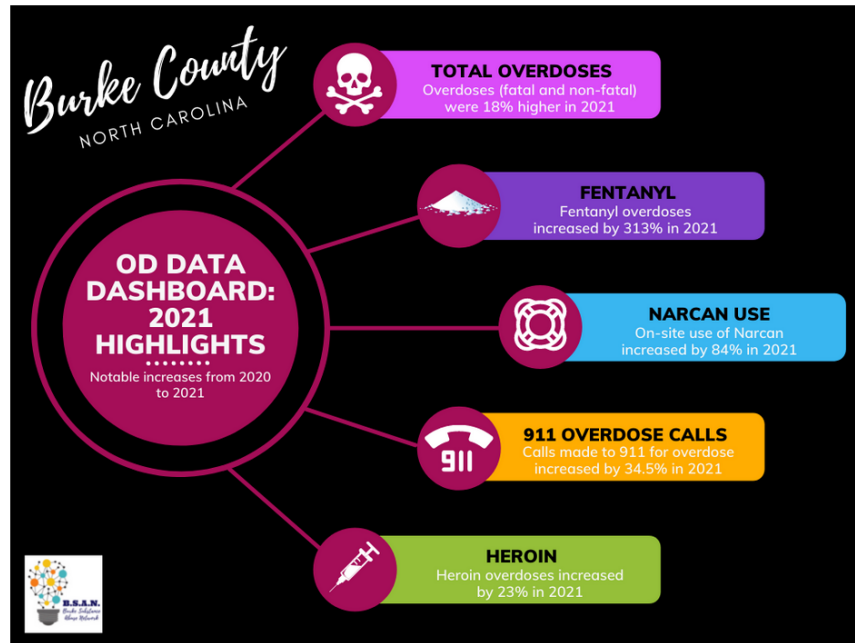


Overdoses by Age



Narcan Used on Site





Chairman Mulwee opened the floor for questions and comments from the Board. Ms. James responded to a question from Commissioner Taylor. Chairman Mulwee and Commissioner Taylor commended Ms. James for the report.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 17, 2022 AT 6:00 P.M.

SCHEDULED PUBLIC HEARINGS – NONE.

CONSENT AGENDA

BCPS - PRESENTATION OF FINANCIAL DATA FOR THE PERIOD ENDING MARCH 31, 2022

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 2021-2022 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 2021, February 2022 and May 2022, respectively. Keith Lawson, BCPS Finance Officer, presented the financial data for the period ending March 31, 2022 as follows:

BCPS						
Estimated Revenues						
2021/2022						
	Annual		March YTD			% of Budget Received
	Previous	Current Fcst	Previous	Current	% Change	
State	84,648,060	85,970,784	61,677,536	67,976,386	10.2%	79.1%
Federal	11,044,878	20,727,590	4,712,662	16,762,870	255.7%	80.9%
Local	14,660,763	14,630,668	11,031,261	10,953,343	-0.7%	74.9%
School Nurses	893,155	893,155	680,633	686,535	0.9%	76.9%
Charter Schools	495,287	525,382	335,777	413,695	23.2%	78.7%
Fines & Forfeitures	230,225	204,133	153,432	314,811	105.2%	154.2%
Receivables	13,120	23,839	12,219	12,424	1.7%	52.1%
Special Revenues	4,803,189	4,599,500	3,377,843	3,775,024	11.8%	82.1%
Total	\$ 116,788,677	\$ 127,575,051	\$ 81,981,363	\$ 100,895,088	23.1%	79.1%

Federal increase almost entirely ESSER

We look for every opportunity without violating the intent of the funds to relieve our existing budgets

One example is buying specialized custodial supplies, thus relieving our typical supplies budget

We have added 11 nurses since COVID, resulting in one nurse for every school, target of 18 -20

Planning meetings for ESSER funds are held periodically

Most plans involve concentrating on counseling, physical & mental health services, remediation and tutoring, as well as continued Air Quality Improvement Projects

Making every effort to hold ESSER investments to non-recurring costs and/or sustainable pursuits

A few areas we will need recurring financial support to maintain are school nurses, 1:1 devices, and virtual operations

BCPS										
Local Financials by Purpose & Function Level										
2021/2022										
Expenses	'18/'19	'19/'20	'20/'21	'21/'22				Total	Previous	Diff
				Budget	1st	2nd	3rd			
Regular Instructional Services	5,324,653	5,637,807	4,787,687	5,707,971	480,737	2,028,505	805,313	3,314,555	3,412,376	(97,821)
Instructional Support	10,119,395	9,759,099	10,358,944	10,015,258	2,830,133	2,384,200	2,513,940	7,728,273	7,523,261	205,012
Other Governmental Units	702,226	592,733	635,937	691,423	56,058	351,778	169,885	577,721	486,862	90,859
Revenues Over/(Under)	37,872	207,420	509,982	(137,475)	597,524	(413,926)	576,661	760,259	790,823	(30,564)
Grand Total	\$ 16,184,146	\$ 16,197,059	\$ 16,292,550	\$ 16,277,177	\$ 3,964,452	\$ 4,350,557	\$ 4,065,799	\$ 12,380,808	\$ 12,213,322	\$ 167,486
% of Annual Budget								76.1%	75.0%	1.0%
Revenue										
Burke County	14,448,211	14,552,494	14,602,211	14,630,668	3,771,072	3,588,358	3,593,913	10,953,343	11,031,261	(77,918)
Timber Receipts	120,696	-	58,552	-	-	-	-	-	-	-
Charter Schools	412,143	428,556	495,287	525,382	17,941	200,657	195,097	413,695	335,777	77,918
Fines & Forfeitures	430,149	279,114	230,225	204,133	202,677	50,748	61,386	314,811	153,432	161,379
School Nurses	718,403	893,153	893,155	893,155	76,638	396,294	213,603	686,535	680,633	5,902
Schools' Receivables	54,544	43,742	13,120	23,839	10,624	-	1,800	12,424	12,219	205
Grand Total	\$ 16,184,146	\$ 16,197,059	\$ 16,292,550	\$ 16,277,177	\$ 4,078,952	\$ 4,236,057	\$ 4,065,799	\$ 12,380,808	\$ 12,213,322	\$ 167,486

Purchasing specialized custodial supplies using ESSER rather than our typical supplies is resulting in substantial savings

Have @ \$18M in air quality improvement projects on the books completed, in-process and planned

Some projects are bid and ordered but waiting for parts and will be next summer, due to supply chain issues

We are using ESSER to relieve our budgets when possible w/o supplanting & trying to use on non-recurring expense

We are paying for 11 school nurses through ESSER for a total of 25 nurses

SNFI pays \$100k for partial 2 nurses, & county pays \$893k for partial 14

I just want everyone to be well aware that as inflation continues and benefits costs increase that our Local budget needs will continue to grow

As we rely on ESSER for specialized custodial supplies and relieve our own budget, when we resume all of our normal buying those supplies are going to be considerably more expensive

CPI through Feb. up 7.9%	@
Energy up 29.3%	261,356
Electricity up 6.3%	113,400
Gasoline up 49.6%	111,600
Commodities less food and energy up 10.7%	128,400

614,756

Mr. Lawson explained that the increase in state revenue is due to the cessation of the state installment plan in which the state took a portion teacher's pay over 10 months and paid it out to them over 12 months. When the program was eliminated, Mr. Lawson said, BCPS did not realize the expense until they paid the teachers their 11th and 12th payment which has accelerated their expenses each month as the year progresses. Mr. Lawson said the increase in federal funding is due to Elementary and Secondary School Emergency Relief funding (ESSER). He said Special Revenues are up to due their Pre-K program being fully operation this year as opposed to the previous year. He also responded to general several questions from Commissioner Taylor and Vice Chairman Carswell.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 17, 2022 AT 6:00 P.M.

CLERK - REAPPOINTMENTS TO ADULT CARE & NURSING HOME CAC

Kay Draughn, Clerk to the Board, requested the reappointment of Victoria Whitworth (Seat 4) and Susan Merrill (Seat 13) to the Adult Care & Nursing Home Committee to serve 3-year terms ending May 31, 2025. She also responded to questions from Commissioner Taylor concerning omitted information in an applicant's application concerning board attendance. Clerk Draughn said she would make that question require a response from the applicant on the online form.

4	At-Large	Victoria Whitworth	A-UT	8/21/18
		1324 Kinglet Drive	R	11/19/2019
		Morganton NC 28655	TE	5/31/2022
13	At-Large	Susan Merrill	A	5/19/2015
		123 Beechmont Drive	R	1/24/2017
		Morganton NC 28655	R	11/19/2019
			TE	5/31/2022

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 17, 2022 AT 6:00 P.M.

CLERK - REMOVAL FROM THE ANIMAL ADVISORY BOARD

Kay Draughn, Clerk to the Board, reported Ms. Woolever occupies Seat No. 7, At-large Pet Owner, on the Animal Advisory Board but has moved out of state. Her removal is requested. Applications are being accepted and it is anticipated that this vacancy will be filled at the Board's June meeting.

7	At-Large	Nancy Woolever	A-UT	11/16/2021
	Pet Owner		TE	7/31/2022

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 17, 2022 AT 6:00 P.M.

CLERK - APPOINTMENT TO PARKS & RECREATION COMMISSION

Kay Draughn, Clerk to the Board, reported Mr. Derreberry has applied to serve a second term on the Parks & Recreation Commission representing the Drexel school district. The unexpired term ends March 31, 2025.

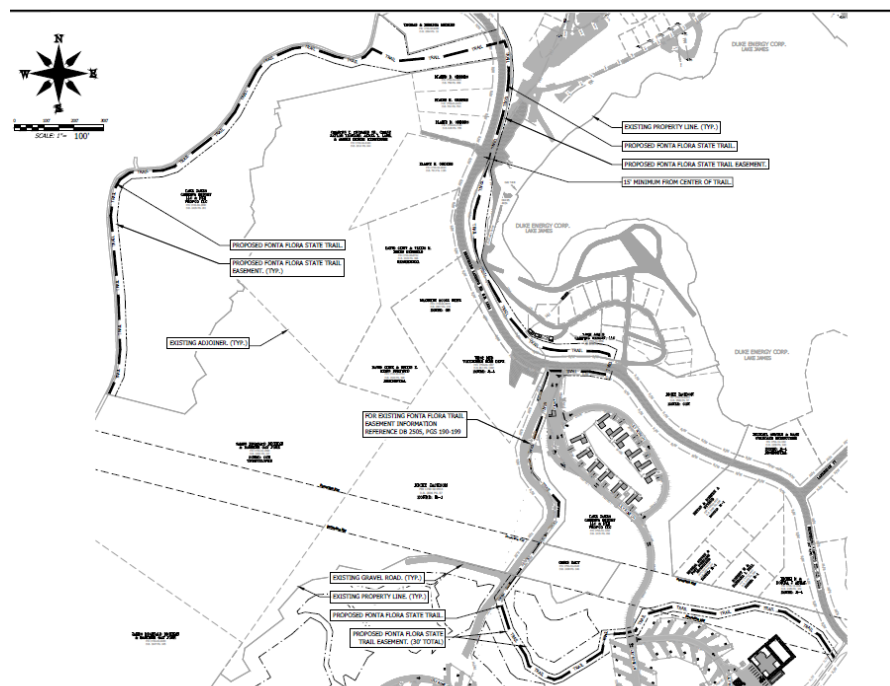
3	Drexel	Mendell Derreberry	A	3/17/2020
		2035 Zion Road		
		Morganton NC 28655	TE	3/31/2022

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 17, 2022 AT 6:00 P.M.

COMM. DEV. - ACCEPT LAKE JAMES CAMPING RESORT TRAIL EASEMENT

Shane Prisby, Community Development Operations Manager, presented the following request:

In January 2020, the Board of Commissioners accepted a trail Easement from Lake James Camping Resort, LLC for the Fonta Flora and Overmountain Victory Trails. The Community Development Department has been working with the Campground on an additional trail easement. The proposed trail easement would be the final connection needed to close the gap in the Benfield's Landing area of the Lake. As the County already has an established easement with Lake James Camping Resort, LLC, the additional easement can be added to the existing agreement as an amendment.



Mr. Prisby also responded to questions from Commissioner Taylor and Vice Chairman Carswell.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 17, 2022
AT 6:00 P.M.**

HR - AMENDMENT TO BURKE COUNTY PERSONNEL POLICY ARTICLE V. SECTION 5.11 TECHNOLOGY APPROPRIATE USE POLICY

Larenda Johnson, Interim Human Resource Director, reported the current Burke County Personnel Policy, Article V., Section 5.11 states: "In general, texting is not an authorized form of communication for conducting day-to-day business regardless if the message is transmitted using a County issued or personal device. In the event a county employee must utilize texting as a means of communication, the employee is responsible for assuring compliance with North Carolina Public Records Law and preserving any and all communication records."

The County Manager requested a modification to Section 5.11 and the following amendment is proposed:

"In general, texting is not **a preferred** form of communication for conducting day-to-day business regardless if the message is transmitted using a County-issued or personal device. In the event a county employee must utilize texting as a means of communication, the employee is responsible for assuring compliance with North Carolina Public Records Law and preserving any and all communication records."

She also reported in certain areas of the county the lack of bandwidth prohibits telephone calls and emails from going through; however, text messages are unaffected. She also advised that texting an applicant to set up an interview will be advantageous to the County's hiring process. She then responded to numerous questions from Commissioner Taylor concerning potential problems that may arise by texting and she advised that all forms of communication are problematic. Vice Chairman Carswell expressed displeasure with "though not preferred" and wanted it to be on the record.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 17, 2022
AT 6:00 P.M.**

EMS - APPROVAL OF QUALITY MANAGEMENT BYLAWS

Jason Black, EMS Director, reported Burke County Emergency Medical Services is updating the bylaws for the Burke County EMS Quality Management Committee. This committee serves as the oversight and review committee for the county's EMS system. Changes from the current bylaws include a more manageable list of members and committee officers. This change should make it easier to achieve a quorum and meet requirements for North Carolina OEMS. The QM Committee approved the changes to the bylaws at the last regular meeting held on January 21, 2022. Approval of the bylaws is required in accordance with Article IV Section 2-87, of the Burke County Code of Ordinances.

Note: The proposed bylaws as set forth in the agenda packet, are hereby incorporated into the meeting minutes by reference.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 17, 2022
AT 6:00 P.M.**

FINANCE / GENERAL SERVICES - SEWER SYSTEM RESILIENCY PROJECT

Brian Niefert, Senior Fiscal Analyst, presented the following request:

Acceptance of American Rescue Plan Act funding directed for the Sewer System Resiliency Project (SRP-W-ARP-0070) in the amount of \$135,300 is requested. Late in 2021, Burke County was notified that we had been awarded \$300,000 from the State Fiscal Recovery Fund (S.L. 2021-180) earmarked for infrastructure. General Services identified the Sewer System Resiliency Project as a great candidate for a portion of these funds. General Services was provided with a rough cost estimate for approximately 180 linear feet of streambank stabilization and the purchase of a trailer mounted Sewer Jetter. The streambank stabilization will stabilize four areas that are severely eroding and threatening to undermine nearby sewer mains. The purchase of the Sewer Jetter will allow the cleaning of sewer lines to prevent back-ups and overflows. The budget will increase revenues and expenses by \$135,300 in the Water/Sewer Capital Fund.

Mr. Niefert also responded to several questions from Commissioner Taylor concerning future use of the Jetter and how it works.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 17, 2022 AT 6:00 P.M.

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

A.J. Coutu, JCPC Administrator, presented the following request:

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 30% match which is provided by the programs themselves either by cash or in-kind donations. 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 meetings and attendance as well as adherence to open meeting laws and other state required processes. 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.

The County Plan as set forth in the agenda packet, is hereby incorporated into the meeting minutes by reference.

The Funding Plan reads as follows:

Burke County
NC DPS - Community Programs - County Funding Plan

Available Funds: \$ **\$287,074** Local Match: \$ **\$92,064** 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 State/Federal	OTHER Funds	Total	7% Total DPS-JCPC Program Revenues
			County Cash Match	Local Cash Match	Local In-Kind				
1	JCPC Administration	\$14,111						\$14,111	
2	Adolescent Substance Abuse Assessment & Treatment	\$19,191	\$2,000		\$6,396	\$6,393		\$33,980	44%
3	Repay - Just Girls - Burke	\$26,798			\$8,440	\$11,469		\$46,707	43%
4	Conflict Resolution Center - Juvenile Mediation/Conflict Resolution Education	\$45,934			\$14,173			\$60,107	24%
5	Aspire - Kids at Work! Burke	\$45,632			\$14,315			\$59,947	24%
6	Repay - Psychological Services - Burke	\$18,078			\$6,428	\$2,145		\$26,651	32%
7	Repay - Restorative Services	\$66,147		\$4,800	\$19,844			\$90,791	27%
8	Repay - SAIS Burke	\$51,183			\$15,668	\$11,993		\$78,844	35%
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
	TOTALS:	\$287,074	\$2,000	\$4,800	\$85,264	\$32,000		\$411,138	30%

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 17, 2022 AT 6:00 P.M.

TAX DEPT. - RELEASE REFUND REPORT FOR APRIL 2022

John Bridgers, Tax Administrator, presented the release refund report for April 2022 as follows:

Tax System Refunds and Releases				
	Report Amount	Rebilled Amount	Net Release	Refund Amount
Releases (TR-304)	\$6.60	\$0.00	\$6.60	\$0.00

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount(\$)	Release Amount(\$)	Bill Amount after Release(\$)	Notes & Rebill Amount
TAX DISTRICT: BURKE COUNTY RELEASE REASON: Business Closed								
0000081959-2021-2021-0000-00-REG	EARP, CHAD E	7/1/2021	LINDA WILBUR	4/5/2022	6.60	0.70	5.90	0.00
0000081959-2021-2021-0000-00-REG	EARP, CHAD E	7/1/2021	LINDA WILBUR	4/5/2022	5.90	5.90	0.00	0.00.
Subtotal						6.60		
Total						6.60		
Net release amount						6.60		

VTS Refunds Over \$100	
	Refund Amount
VTS Adjustments	\$528.67

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Transaction #	Refund Description	Tax Jurisd.	Levy Type	Change	Interest Change	Total Change
PAUL SPENCER CASH, JR REVOCABLE LIVING TRUST DTD 03-01-2011	PAUL SPENCER CASH, JR REVOCABLE LIVING TRUST DTD 03-01-2011	CASH, PAUL SPENCER JR	4904 CANTERBURY PL	MORGANTON, NC 28655	Adjustment >= \$100	163377274	Refund Generated due to adjustment on Bill #0064869140-2021-2021-0000-00	01 38	Tax Tax	(\$462.17) (\$66.50)	\$0.00 \$0.00	(\$462.17) (\$66.50)
											Total Refund	\$528.67

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

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 17, 2022 AT 6:00 P.M.

TAX DEPT. - TAX COLLECTION REPORT FOR APRIL 2022

John Bridgers, Tax Administrator, presented the tax collection report for April 2022 as follows:

Category	Annual Budget	Amount Collected YTD	% Collected	Balance to Collect
Property Tax	\$45,000,000.00	\$45,390,873.71	100.87%	(\$390,873.71)
Motor Vehicle Tax	\$5,200,000.00	\$4,751,188.17	90.68%	\$484,811.83
Current Year Taxes	\$50,200,000.00	\$50,106,061.88	99.81%	\$93,938.12
Delinquent Taxes	\$700,000.00	\$709,154.00	101.31%	(\$9,154.00)
Late List Penalty	\$315,000.00	\$348,863.28	101.75%	(\$33,863.28)

The Tax Levy is the total property tax value not including motor vehicles times the tax rate. This amount changes monthly with the addition of discoveries, other changes, or corrections, and when Public Utility Values are added, typically during September.

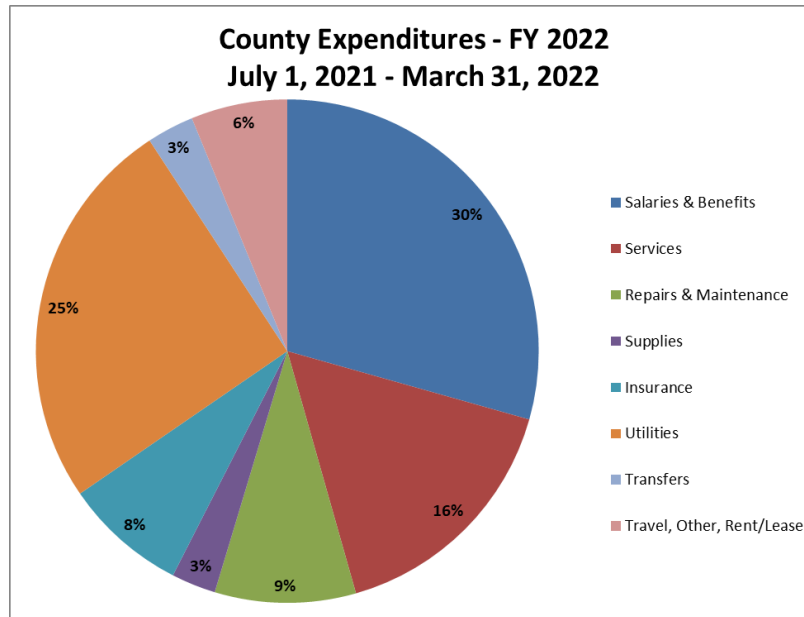
Category	Tax Levy	Amount Collected YTD	% Collected	Balance to Collect
Property Tax	\$46,298,001.00	\$45,390,873.71	98.04%	\$907,126.95

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 17, 2022 AT 6:00 P.M.

WPCC – PRESENTATION OF FINANCIAL DATA FOR THE PERIOD ENDING MARCH 31, 2022

Sandy Hoilman, WPCC Chief Financial Officer, presented an overview of the College's financial data for the period ending March 31, 2022, as follows:

Western Piedmont Community College		
County Expenditures by Category		
FY 2022 - Actual Expenditures - July 1, 2021 thru March 31, 2022		
Salaries & Benefits	511,137	29.4%
Services	282,173	16.2%
Repairs & Maintenance	157,742	9.1%
Supplies	49,719	2.9%
Insurance	137,595	7.9%
Utilities	441,025	25.3%
Transfers	52,701	3.0%
Travel, Other, Rent/Lease	107,820	6.2%
	1,739,912	100%



Ms. Hoilman also responded to questions from Vice Chairman Carswell concerning classroom rental at the Foothills Higher Education Center by local universities.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 17, 2022 AT 6:00 P.M.

ITEMS FOR DECISION

CO. MGR. - PRESENTATION OF RECOMMENDED BUDGET FOR FY 22-23 AND SCHEDULING OF PUBLIC HEARING

County Manager Steen reported the recommended budget will be presented at the regular meeting. A public hearing is required. Chairman Mulwee announced the dates and times of the upcoming budget meetings. Commissioner Brittain stated he had a conflict with the May 20th budget meeting and stated his availability to meet on the 19th. Clerk Draughn commented on amending the 2022 meeting schedule that was adopted by resolution and the required public notice. County Attorney Simpson recommended adopting the resolution amending the 2022 meeting schedule today since it relates to this agenda item. Commissioner Taylor objected to taking action today. After a brief discussion, Clerk Draughn then suggested that a special meeting be held on the 19th and Chairman Mulwee agreed.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 17, 2022 AT 6:00 P.M.

FINANCE - ACCEPTANCE OF STATE CAPITAL & INFRASTRUCTURE FUNDS (PLACE HOLDER)

Margaret Pierce, Deputy County Manager/Finance Director, presented the following request:

The County received three (3) allocations of funds in the State budget approved in the fall. The agreements for these funds are anticipated to be received by the May 17, 2022 meeting. Board approval is required to execute the contracts and proceed with expenditures. The budgetary impact will be an increase revenue

and expenditures for courthouse renovations/repairs (\$1,000,000), construction of EMS Base 1 (\$650,000), and renovations to BCDCF for a regional long term substance abuse treatment facility (\$3,250,000).

Suggested Motion: To approve the agreements for courthouse renovations/repairs (\$1,000,000), construction of EMS Base 1 (\$650,000), and renovations to BCDCF for a regional long term substance abuse treatment facility (\$3,250,000) and authorize the County Manager or his successor to execute any required documents.

Chairman Mulwee opened the floor for questions or comments. Commissioner Taylor objected to this agenda item, noting the "cart is before the horse". He asked what the plan is and noted he has not seen the plans for any of these projects. Ms. Pierce stated this item approves the contracts with the State of North Carolina to accept the funds and in response to follow-up questions from Commissioner Taylor, she further advised that the State wants the contracts approved as soon as possible or by the end of their fiscal year. Commissioner Taylor said the Board is waiting on the plans as well as the timeline and cannot decide if these projects are worthwhile without those items. Ms. Pierce stated that this agenda item is to accept the funds, not authorize architectural or construction plans. Further, she said the State's budget ends in May, and they need to know by then if the County is going to accept these funds or not. Commissioner Taylor referenced the draft motion which contained the word "approve". He reiterated that while these projects have been mentioned at prior meetings, nothing has been approved by the Board. In fact, he said, the County does not have a location yet for the new EMS base. Continuing, he acknowledged that treatment facility had been discussed numerous times but said the cost might be \$6 million instead of \$3 million and he cannot vote for a blank check. He then asked when the deadline is, and Ms. Pierce responded that the State wants the contracts approved now to avoid reversion. These agreements are for the State funding, she said, any agreements for actual work that are over \$90,000 will come to the Board later for approval. Commissioner Brittain suggested the wording of the draft motion be amended for clarity. Chairman Mulwee stated the agreements only accepts the funding from the State as a placeholder until the Board finds a way to spend those funds that they all agree on. Ms. Pierce stated her willingness to amend the motion as needed to accept the funds from the State for these projects. She then responded to questions from Commissioner Taylor about the renovations to the courthouse. Projects that were suggested by court personnel included the HVAC system, painting and utilizing the basement; however, these projects, she said, must be evaluated to ensure they are within the \$1 million budget. She further advised that the General Services Director suggested a portion of the funds be used to replace the roof and staff is trying to develop a good plan that is within the State allocation. Commissioner Taylor, again, expressed concern with this item, and noted that the authority granted in the poorly drafted motion is too broad. Ms. Pierce stated again that motion is only to approve the agreements with the State to accept the funds. County Manager Steen stated the agreements only accept the financial gifts from the State and that once the County has the funds in hand, then staff will move forward with developing plans for the Board's consideration at that point in time. Commissioner Taylor asked if the County Attorney can rewrite the motion. County Attorney Simpson stated there is nothing wrong with the draft motion and a discussion ensued. Chairman Mulwee interjected and asked the County Attorney to amend the draft motion for clarity.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 17, 2022
AT 6:00 P.M.**

FINANCE - SPACE NEEDS ASSESSMENT REPORT (PLACE HOLDER)

Information from the agenda item:

Moseley Architects was hired to conduct a space needs assessment for Burke County to assist with developing a master facility plan. Working with county staff, Moseley submitted questionnaires to all county departments and several community partners that occupy county facilities as well as visited county facilities to evaluate those structures. The questionnaires allowed respondents to provide information on their current staffing and space condition as well as provide projections on their perceived future needs. Face-to-face meetings with Moseley staff and key departmental personnel were held to review the questionnaires to ensure space needs data was accurately captured. A group of architects, structural engineers, and electrical engineers were escorted by General Services staff to visit county facilities. The purpose of these visits was to evaluate the county facilities to determine their condition.

Margaret Pierce, Deputy County Manager/Finance Director, stated Josh Bennett with Moseley Architects could not attend today's meeting but he will present the report at the regular meeting on May 17th. She further stated the report will be provided in plenty of time for the Board to review it.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 17, 2022
AT 6:00 P.M.**

REPORTS

NCACC - PRESENTATION ON RECRUITMENT PROCESS FOR NEW COUNTY MANAGER (PLACE HOLDER)

Chairman Mulwee reported NCACC (NC Association of County Commissioners) staffer Neil Emory will discuss the recruitment process for hiring a new county manager at the regular meeting in preparation for County Manager Steen's retirement at the end of the year. There is no cost for this service.

**RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON MAY 17, 2022
AT 6:00 P.M.**

OTHER DISCUSSION ITEMS

Chairman Mulwee encouraged citizens to spay or neuter their pets and to adopt or foster a pet from Animal Services. Further, he asked citizens to not litter and to secure their loads to the landfill. He then reminded the Board of several upcoming meetings, conferences and community events.

ADJOURN

Motion: To adjourn at 4:23 p.m.

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

Approved this 18th day of October 2022.



Scott Mulwee, Chairman
Burke Co. Board of Commissioners

Attest:



Kay Honeycutt Draughn, CMC, NCMCC
Clerk to the Board