

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

The Burke County Board of Commissioners held a pre-agenda meeting on Tuesday, June 6, 2023, 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. Those present were:

COMMISSIONERS:

Scott Mulwee, Chairman
Jeffrey C. Brittain, Vice Chairman
Randy Burns
Johnnie W. Carswell
Phil Smith

STAFF:

Brian Epley, 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.

APPROVAL OF THE AGENDA

Motion: To approve the agenda as amended with the removal of Consent Item No. 5 (Appointment to the Board of E & R) and the addition of Decision Items No. 2 (Year End Budget Amendment) & 3 (Selection of Vendor for Employee Pay & Classification Study) as well as a closed session.

RESULT: APPROVED [UNANIMOUS]

MOVER: Jeffrey C. Brittain, Vice Chairman

AYES: Scott Mulwee, Jeffrey C. Brittain, Randy Burns, Johnnie W. Carswell, and Phil Smith

PRESENTATIONS**AS - PET OF THE MONTH**

Kay Draughn, Clerk to the Board, reported that Animal Services staff will present a dog and cat in need of their "forever" home at the regular meeting. She announced that the Woofstock and Strutt Your Mutt fundraising events were a huge success with the Woofstock event raising approximately \$8,000.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 20, 2023, AT 6:00 P.M.

BOC - RECOGNITION OF NC GOV VOLUNTEER AWARD WINNERS

Brownie Rochefort, Director, Burke Literacy Council, requested that the Board recognize and

congratulate the recipients of the Governor's Volunteer Service Award and the Governor's Medallion Award for Volunteer Service at the regular meeting.

Background information:

The Governor's Volunteer Service Award honors the true spirit of volunteerism by recognizing individuals, groups and businesses that make a significant contribution to their community through volunteer service. Any person, group, or entity from the public, non-profit and private sector may be nominated for an award to their county award coordinator. County award coordinators submit their top 10 volunteer nominations per county. There are categories for the type of nominee (senior, youth, faith-based, family, group, business, etc.). Additional categories are based upon the area of service (animal, environmental, disaster, youth, preservation, etc.).

The Governor's Medallion Award for Volunteer Service was implemented in 2006 to recognize the top 20 - 25 volunteers in the state. Medallion recipients are nominated at the county level by the county award coordinator. Only one (1) Medallion nomination is permitted per county. A statewide panel reviews and evaluates all these nominations to determine the award recipients. Medallion Award recipients are honored at an annual recognition ceremony. The medallion is placed around the neck to signify the volunteer's great service to the community.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 20, 2023, AT 6:00 P.M.

SCHEDULED PUBLIC HEARINGS

COUNTY MANAGER - ADOPTION OF FY 23-24 BUDGET AND PUBLIC HEARING - 6:00 P.M.

The County Manager, Brian Epley, presented the recommended budget for FY 2023 - 2024 to the Board of Commissioners on Tuesday, May 16, 2023. A copy of the recommended budget was filed in the office of the Clerk to the Board that day and was available for public inspection on the County's website, www.burkenc.org, libraries and senior centers. A public hearing on the recommended budget is required and citizens are encouraged to attend and present written or oral comments.

Chairman Mulwee opened the floor for questions or comments. In response to an inquiry, Mr. Epley informed Commissioner Smith where the recommended budget could be found. Commissioner Smith also inquired about going revenue neutral and the referendum process to increase the sales and use tax for Burke County. Mr. Epley stated that Article 46 is an additional sales tax levy of ¼% that is currently not in effect in Burke County but is in effect for half the counties in North Carolina. If approved, it could generate an additional \$2,500,000 - \$3,000,000 of annual revenue. County Manager Epley expounded on Article 46, potential outcomes, and a timeline of how that would work. Chairman Mulwee added that Article 46 is not a near-term solution and would not have any impact on the FY 23 - 24 budget. Commissioner Burns reported that new legislation on Article 46 was filed in the N.C. Senate.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 20, 2023, AT 6:00 P.M.

CONSENT AGENDA

AAA (WPCOG AREA AGENCY ON AGING) - HOME & COMMUNITY CARE BLOCK GRANT FY 23-24

Tina Miller, WPCOG, Director of the Area Agency on Aging, reported that each year Burke County receives funds through the Home and Community Care Block Grant ("HCCBG") program for the provision of services to the County's older adults. The Burke County Council on Aging, working with the Western Piedmont Council of Governments, makes recommendations to the Board of County Commissioners as to the use of these funds. The recommendations of the Burke County Council on Aging, serving as the HCCBG advisory committee, are listed below. There were no changes in services or providers for FY 23 - 24.

Services	A				B	C	D	E	F	G	H	I
	Block Grant Funding				Required	Net	NSIP	Total	Projected	Projected	Projected	Projected
	Access	In-Home	Other	Total	Local Match	Service Cost	Subsidy	Funding	HCCBG Units	Reimbursement Rate	HCCBG Clients	Total Units
Adult Day Care		95400		95400	10600	106000		106000	2120	50		2120
Medical Transportation	49729			49729	5525	55254		55254	2814	24.42	156	2835
Congregate Nutrition			7957	7957	884	8841	884	9725	1105	8.009	7	1105
Home Delivered Meals		129378		129378	14375	143753	14372	158125	17965	8.0018	90	17965
Senior Center Operations			49037	49037	5449	54486		54486				
Housing & Home Improvement			117000	117000	13000	130000		130000			60	
In-Home Aide Level II		41400		41400	4600	46000		46000	2190	21	4	2190
In-Home Aide Level III		164700		164700	18300	183000		183000	8714	21	12	8714
General Transportation	10799			10799	1200	11999		11999	502	23.9024	10	502
Total	60528	430878	173994	665400	73933	739333	15256	754589	35410		339	35431

Budgetary Effect: The grant requires a 10% local match which is the responsibility of the provider organization. The \$665,401 allocation includes an increase of \$4,925 in State / Federal funds from the initial FY 22 - 23 allocation.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 20, 2023, AT 6:00 P.M.

CLERK - RESOLUTION AMENDING THE 2023 MEETING SCHEDULE

Kay Draughn, Clerk to the Board, reported that the following resolution cancels the July and August pre-agenda meetings due to scheduling conflicts.

RESOLUTION AMENDING THE COMMISSIONERS' 2023 MEETING SCHEDULE

WHEREAS, in December 2022, the Burke County Board of Commissioners unanimously adopted Resolution No. 2022-18 establishing the Board's meeting schedule for calendar year 2023 pursuant to N. C. General Statute 153A-40; and

WHEREAS, Resolution No. 2022-18, among other things, set the Board's monthly agenda-setting meetings, also known as "pre-agenda meetings," on the first Tuesday of each month at 3 p.m.; and

WHEREAS, the pre-agenda meetings are held in the Commissioners' Meeting Room, in the Burke Services Building located at 110 N. Green Street in Morganton, NC and they are streamed live on YouTube; and

WHEREAS, due to a continuing education training event and a vacation for professional staff, a scheduling conflict for an elected official and a Federal holiday in July, the Board wishes to cancel the pre-agenda meetings for the months of July and August 2023; and

WHEREAS, the remainder of the 2023 meeting schedule remains intact.

NOW THEREFORE BE IT RESOLVED that the Burke County Board of Commissioners hereby cancels the July pre-agenda meeting originally scheduled for Wednesday, July 5, 2023, and cancels the August pre-agenda meeting originally scheduled for Tuesday, August 1, 2023.

BE IT FURTHER RESOLVED that notice of the cancelled meetings will be provided pursuant to NC General Statute 143-318.12.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 20, 2023, AT 6:00 P.M.

CLERK - APPOINTMENT TO THE BURKE CO. BOARD OF ADJUSTMENT

Kay Draughn, Clerk to the Board, reported that Mr. Robert Love occupied Seat No. 3, West, on the Board of Adjustment, until his recent resignation. This seat has an unexpired term ending September 30, 2023. An application was received from Ray Johnson of Morganton.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 20, 2023, AT 6:00 P.M.

CLERK - REAPPOINTMENT TO THE DSS BOARD

Kay Draughn, Clerk to the Board, reported that Nancy Wood's term on the Board of Social Services ends June 30th and she is willing to serve another 3-year term. The Board of Social Services is a 5-member board. The County appoints two (2) members to this Board. Ms. Wood occupies Seat No. 1 (at-large), and Vice Chairman Brittain occupies Seat No. 2 (county commissioner).

Board of Social Services									
5-Members									
County Appoints 2									
3-Year Terms; 2-Term Limit									
General Statute: 108A-4									
Seat No.	Position			Name-Address			Term		
1	At-Large			Nancy Wood			A-UT		
				502 Willowbrook Drive					
				Morganton NC 28655			TE		
							6/30/2023		

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 20, 2023, AT 6:00 P.M.

CLERK - REMOVAL FROM THE BOARD OF E & R

Note: This item was removed from the agenda at the beginning of the meeting.

RESULT: REMOVED.

CLERK - APPOINTMENTS / REMOVALS TO JCPC

Kay Draughn, Clerk to the Board, reported that the following seats on the JCPC have terms ending on June 30, 2023:

Seat 2: Police Chief	Captain Keith Bowman
Seat 3: Sheriff	Sheriff Banks Hinceman
Seat 5: Chief Court Counselor	Ronn Abernathy
Seat 6: Mental Health	Katie Varnadoe
Seat 7: DSS	Korey Fisher-Wellman
Seat 8: Co. Mgr. / Designee	Jennifer Forney
Seat 10: Faith	Rev. Jasper Hemphill
Seat 16: Business	Damion Patton
Seat 17: Health	Tammy Miller
Seat 20: At-large	Steven Moody
Seat 22: At-large	Nicki Carpenter
Seat 23: At-large	Camey Ervin

All members desire reappointment except the mental health representative, Katie Varnadoe, and her removal is requested. An application was received from Paul Holden from Partners Health Management to fill this vacancy. These 2-year terms end June 30, 2025.

Seat No. 18 (United Way / Nonprofit) is vacant. The term expires June 30, 2024. An application was received from Sarah Crisp, Work in Burke Program Manager.

Chairman Mulwee opened the floor for questions or comments. Vice Chairman Brittain requested that an additional waiver be added during the regular meeting for those who do not meet the resident criteria for the seats for which they have applied.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 20, 2023, AT 6:00 P.M.

CLERK - REAPPOINTMENT / REMOVAL TO PARTNERS HEALTH MANAGEMENT CFAC

Kay Draughn, Clerk to the Board, reported that the term of appointment for Barry Nelson on Partners Health Management ends June 30th. Mr. Nelson fulfills Category No. 13, (administrator of a hospital providing MH, I/DD and SU emergency services) of Section 122C-181.1, Structure of the Area Board. Partners request his reappointment for a second 3-year term for July 1, 2023 - June 30, 2026. Since Mr. Nelson is a Burke County resident, the Burke Co. Board of Commissioners are requested to make the appointment.

Ms. Linda McCrary served two (2) consecutive 3-year terms as the family member I/DD representative (Category No. 3-C). As such, she is not eligible to serve again in this capacity until a 1-year lapse has been completed. However, the CFAC (Consumer Family Advisory Committee) has recommended a new representative from Surry County to fill this seat. Therefore, Surry County Commissioners will be responsible for making that appointment and the County's records will be updated to reflect that action.

Commissioner Brittain is the Board's representative on the Partners Health Management Board. His reappointment for a second 3-year term ending June 30, 2026, is requested.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 20, 2023, AT 6:00 P.M.

CLERK - REAPPOINTMENTS TO THE REGIONAL AGING ADVISORY COMMITTEE

Kay Draughn, Clerk to the Board, reported that the Older Americans Act of 1965 requires Area Agencies on Aging to establish an advisory council consisting of older individuals to advise the Area Agency on all matters relating to the development of an area / regional plan on aging, the administration of the plan and the operations conducted under the plan. At least 51% of advisory council members must be age 60+ and include minority individuals and individuals residing in rural areas. Advisory Council Members are appointed by County Commissions from each of the four (4) counties that comprise Region E (Alexander, Burke, Caldwell, and Catawba).

The current council consists of 16 members who assist the Area Agency on Aging by providing direction for programming and services for adults aged 60 and over who reside in the region. The council meets quarterly at the Western Piedmont Council of Governments in Hickory. Council members serve as the "eyes and ears" of their communities and must be aware of the needs of older adults in their respective counties as well as being familiar with existing services / programs that may prove beneficial to the senior population.

The terms of appointments for Mary Wright (Seat No. 1), Paige Pitts (Seat No. 2) and Stephanie Berry (Seat No. 4) end June 30th. All members are eligible and willing to serve a second 2-year term. An application was received from Jennifer Francis. However, reappointments are recommended because all three (3) members have prior experience on this committee.

Note: Later in the meeting, JR Simpson, County Attorney, requested that this item be moved from the consent agenda to items for decision at the regular meeting.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 20, 2023, AT 6:00 P.M.

CLERK - APPOINTMENT TO THE WPCC BOARD OF TRUSTEES

Kay Draughn, Clerk to the Board, reported that the removal of Mr. Bill Lennon, Western Piedmont Community College Board of Trustees, Seat No. 3, is requested as well as the appointment of Chairman Mulwee to the WPCC Board of Trustees, Seat No. 3, to complete a 4-year term ending June 30, 2027. The WPCC BOT is a 12-member board, Burke County appoints four (4) of the 12 members and the terms are for four (4) years. Mr. Lennon has applied to represent the Burke County Public School System on the WPCC BOT.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 20, 2023, AT 6:00 P.M.

BOC - REAPPOINTMENT OF TAX ADMINISTRATOR

Margaret Peirce, Finance Director / Deputy County Manager, reported that John Bridgers currently serves as the County's Tax Administrator. He was appointed by the Board in 2022 to complete the term ending June 30, 2023, which was vacated by retirement. Should the Board wish to reappoint Mr. Bridgers to this position, he will have to take the prescribed oaths of office and provide a sufficient bond in accordance with NCGS § 105-294 and § 105-349.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 20, 2023, AT 6:00 P.M.

GENERAL SERVICES - APPROVAL OF WATER SHORTAGE RESPONSE PLAN

Brian Tart, Assistant General Services Director, reported that a Water Shortage Response Plan is required by the DEQ to be reviewed annually and needs a new resolution every three (3) years.

Information from the pre-agenda packet:

A Water Shortage Response Plan (WSRP) establishes authority for the declaration of a water shortage, defines different stages of water shortage severity and outlines appropriate responses for each stage. Recently adopted rules governing water use during droughts and water emergencies (15A NCAC 02E. 0607) stipulate specific requirements for WSRPs. All public and privately-owned water systems subject to G.S. 143-355 (l) are required to prepare and submit a WSRP as part of their Local Water Supply Plan. This includes all units of local government that provide or plan to provide public water service and all community water systems having 1,000 or more connections or serving more than 3,000 people in North Carolina. Updated WSRPs are required every five (5) years at a minimum. Updates may also be necessary to address changes such as population growth, new sources, additional demands for water, or after implementation and evaluation of restriction effectiveness. Staff prepared the Plan and it was approved by the Division of Water Resources on March 28, 2023. The public notice requirement for the Plan was met by posting a notice on the County's website on April 25th as well as posting notices at the Community Development office in addition to the water and sewer office in Hildebran.

Further, a notice was enclosed with customers' water bills on May 1st. Formal adoption of the following resolution approving the Plan is requested.

RESOLUTION TO APPROVE THE
BURKE COUNTY WATER SHORTAGE RESPONSE PLAN

WHEREAS, North Carolina General Statute 143-355 (I) requires that each unit of local government that provides public water service and each large community water system shall develop and implement water conservation measures to respond to drought or other water shortage conditions as set out in a Water Shortage Response Plan and submitted to the Department of Environmental Quality for review and approval; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Water Shortage Response Plan for Burke County Water System, has been developed and submitted to the Burke County Board of Commissioners for approval; and

WHEREAS, the Burke County Board of Commissioners finds that the Water Shortage Response Plan is in accordance with the provisions of North Carolina General Statute 143-355 (I) and that it will provide appropriate guidance for the future management of water supplies for Burke County Water System as well as useful information to the Department of Environmental Quality for the development of a state water supply plan as required by statute;

NOW, THEREFORE, BE IT RESOLVED by the Burke County Board of Commissioners who are in charge of the Burke County water system that the plan entitled Burke County Water Shortage Response Plan dated March 2023, is hereby approved and shall be submitted to the Department of Environmental Quality; and

BE IT FURTHER RESOLVED that the Burke County Board of Commissioners intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department of Environmental Quality, in accordance with the statute and sound planning practice.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 20, 2023, AT 6:00 P.M.

GENERAL SERVICES - HVAC PROJECT - FOOTHILLS HIGHER EDUCATION BUILDING

Brian Tart, Assistant General Services Director, reported that there are 33 rooftop HVAC units at Foothills Higher Education Center. As part of the FY23 budget, 11 units were scheduled to be replaced, but two (2) additional units require replacement. Since the estimated cost of repair is over \$90,000, it needs to be approved by the Board.

Information from the pre-agenda packet:

A Request for Proposals (RFP) was posted on the county website on March

21, 2023, soliciting sealed bids from qualified vendors for the replacement of two (2) Trane rooftop units at the Foothills Higher Education Center building. The county received three (3) bids from vendors, and after review, Pyatt Heating and A/C Co, Inc., has been selected as the most responsive responsible bidder. The cost of the project is \$96,125.

BID #:
2023-0411

PROJECT:
FHEC Additional HVAC Equipment Replacements

Vendor:	Total Quote	Note
Triangle Contractors	\$ 114,950.00	
Pyatt Heating and A/C Co, Inc.	\$ 96,125.00	
McMilon Electric Company, Inc	\$ 111,000.00	

Budgetary Effect: None. Funds are available for the project from a budget allocation in FY 22 - 23.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 20, 2023, AT 6:00 P.M.

TAX DEPT. - RELEASE REFUND REPORT FOR MAY 2023

John Bridgers, Tax Administrator, reported the Tax Releases Report for May 2023 as follows:

Tax System Refunds and Releases				
	Report Amount	Rebilled Amount	Net Release	Refund Amount
Releases (TR-304)	\$2,896.94	\$333.21	\$2,563.78	\$0.00

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

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

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 20, 2023, AT 6:00 P.M.

TAX DEPT. - TAX COLLECTION REPORT FOR MAY 2023

John Bridgers, Tax Administrator, reported the Tax Collection Report for May 2023 as follows:

Category	Annual Budget	Amount Collected YTD	% Collected	Balance to Collect
Property Tax	\$45,800,000.00	\$47,158,856.13	102.97%	(\$1,358,856.13)

Motor Vehicle Tax	\$6,000,000.00	\$5,505,032.04	91.75%	\$494,967.96
Current Year Taxes	\$51,800,000.00	\$52,663,888.17	101.67%	(\$863,888.17)
Delinquent Taxes	\$700,000.00	\$674,112.95	96.30%	\$25,887.05
Late List Penalty	\$315,000.00	\$348,698.56	110.7%	(\$33,698.56)

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	\$47,900,655.52	\$47,158,856.45	98.45%	\$741,799.39

Chairman Mulwee opened the floor for questions or comments and then asked if for clarification on how the percentage of tax collected could be over 100%. Mr. Bridgers explained that the percentage is based on the amount the Tax Department predicted during the budget process that would be collected. The amount budgeted does not account for late taxes that end up being collected or discovery of something was not declared or declared incorrectly in a way that adjusts the amount of taxes owed on the property.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 20, 2023, AT 6:00 P.M.

ITEMS FOR DECISION

CLERK - APPOINTMENT TO THE JURY COMMISSION

Kay Draughn, Clerk to the Board, reported that Mr. Robert Love was appointed to the Jury Commission, Seat No. 1, in September of 2007. For almost 16 years, he has continuously served in this capacity until his recent resignation. Given Mr. Love's commendable service to Burke County, she proposed presenting him with a county walking stick.

Applications were received from Terry Yount and Jennifer Francis.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 20, 2023, AT 6:00 P.M.

CM - APPROVAL OF YEAR-END BUDGET AMENDMENT

Brian Epley, County Manager, reviewed the following year-end budget amendment and project ordinance. This is to facilitate the advancement of the capital improvement projects that were approved in the Capital Improvement Plan.

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AMENDMENT TO THE FY 2022-2023 BUDGET

FROM: Margaret Pierce
Deputy County Manager/Finance Director

DATE: June 20, 2023

The following budget amendments require approval by the Burke County Board of Commissioners.

<u>Account Number</u>	<u>Description</u>	<u>Increase</u>	<u>Decrease</u>
100-59000-55-595400	Transfer to Capital Reserve Fund	\$14,500,000	
410-00000-11-439100	Transfer from General Fund	\$14,500,000	
410-00000-05-599999	Projects Reserve	\$14,500,000	
100-00000-07-433510	Sales tax revenue	\$1,500,000	
100-59000-55-595351	Transfer to Fund 151 MHH	\$500,000	
100-00000-11-439181	Transfer from ARP Fund	\$13,500,000	
181-18100-55-595100	ARP Revenue Neutral Allowance	\$10,000,000	
181-18101-00-569100	ARP Health Category		\$1,645,886
181-18102-00-569200	ARP Negative Economic Impacts		\$1,000,000
181-18104-00-569400	ARP Premium Pay		\$1,000,000
181-18105-00-569500	ARP Water/Sewer Projects		\$5,976,333
181-18106-00-569600	ARP Administrative Costs		\$377,781

Transfer the allowable revenue neutral standard amount and expenses for public safety and public health salaries portion of the American Rescue Plan Act to the General Fund and then to the Capital Projects Fund for future projects to include the Animal Service Center and EMS Base 1. Transfer estimated sales tax over budget to fund proposed capital projects and MHH transfer.

A copy of these amendments shall be furnished to the Budget Officer and the Finance Officer of the County to be kept on file for direction in the disbursement of funds.

Grant Project Ordinance
Burke County Coronavirus State and Local Fiscal Recovery Funds

BE IT ORDAINED by the Commissioners of Burke County, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1: This ordinance is to establish a budget for a project to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (CSLRF). These funds may be used for the following categories of expenditures, to the extent authorized by state law.

1. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
2. Address impacts to County funding from the COVID-19 pandemic with revenue replacement to the General Fund;
3. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital

- wastewater and stormwater infrastructure, and to expand access to broadband internet;
4. Support administrative costs incurred for the CSLRF funds.

Section 2: The following amounts are appropriated for the project and authorized for expenditure:

Public health projects – cat. 1	\$ 7,469,752
Revenue neutral - cat. 3	\$ 10,000,000
Water / sewer projects – cat. 5	\$ 23,668
Administrative Costs – cat. 6	\$ 82,230

Section 3: The following revenues are available to complete the project:

CSLRF Funds	\$17,575,650
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Section 4: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements. Prior approval by the Board of Commissioners is required for all expenditures and before contracts are entered into.

Section 5: The Finance Officer is hereby directed to report the financial status of the project to the governing board on a regular basis.

Section 6: Copies of this grant project ordinance amendment shall be furnished to the Budget Officer, the Finance Officer and to the Clerk to the Board.

Section 7: This grant project ordinance expires on December 31, 2026, or when all the CSLRF funds have been obligated and expended by the County, whichever occurs sooner.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 20, 2023, AT 6:00 P.M.

CM - SELECTION OF VENDOR FOR EMPLOYEE PAY & CLASSIFICATION STUDY (PLACE HOLDER)

Brian Epley, County Manager, reported that Burke County solicited proposals from qualified consulting firms to perform a comprehensive review of the County's classification and compensation system which includes conducting an internal equity analysis of employee salaries. Responses were due back on May 19, 2023. He proposed to review the selection process and make a recommendation for the Board to consider at the regular meeting. There were four (4) submissions from qualified firms and all of them were below the budget amount, so there will be no additional anticipated budgetary impact.

BID #:
2023-0519

PROJECT:
Comprehensive Position Classification & Compensation Study

Vendor:	Total Quote	Note
MAG	\$ 49,500.00	Deemed Non Responsive
Pontifex	\$ 72,500.00	
Baker Tilly US, LLP	\$ 77,700.00	
AutoSolve, Inc	\$ 80,000.00	Plus travel, est. \$10,000 possible
Ekonometrix	\$ 97,500.00	

Budgetary Effect: Funding for this service was included in the FY 23 - 24 budget.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 20, 2023, AT 6:00 P.M.

REPORTS

Chairman Mulwee asked Board members to submit their reports to the Clerk for inclusion in the regular agenda packet. He also encouraged citizens to spay or neuter pets and to adopt or foster a pet from Animal Services. Further, he encouraged citizens to not litter, to pick up trash and to cover their loads during transit to the landfill or convenience centers. Chairman Mulwee issued reminders for several upcoming meetings and public events.

OTHER DISCUSSION ITEMS

CM - REPORT ON SELECTION OF ARCHITECT FOR NEW ANIMAL SHELTER & EMS STATION 1

Brian Epley, County Manager, gave an update on the timeline and process for selecting an architect for the new animal shelter and a new EMS station as set forth in the Request for Qualifications issued on May 19th. The Board was asked to place this item on its August agenda for formal action.

Highlights of his presentation were as follows:

AGENDA

1. PROJECTS

2. PROCUREMENT MODEL & PROCESS

- ANIMAL SERVICES & EMS BASE #1

3. TIMELINE

4. QUESTIONS

Board of Commissioners - Projects



Short Term:

- Jonas Ridge Phase I & II
- East Burke Collection Site
- Indian Hills Pump Station
- Courthouse Improvements
- Storage Management Policies

Mid Term:

- Health and Human Services Building
- Animal Services Building
- Emergency Medical Services Base #1
- Regional Substance Abuse Rehabilitation Center
- Fonta Flora Trail Boardwalk at Linville Dam
- Fonta Flora Trail Eagles Nest Overlook and ADA pocket park

Long Term:

- Library Expansion
- Solid Waste MSW Development
- Water/Sewer Infrastructure
- EMS Base Additions
- Courthouse Replacement

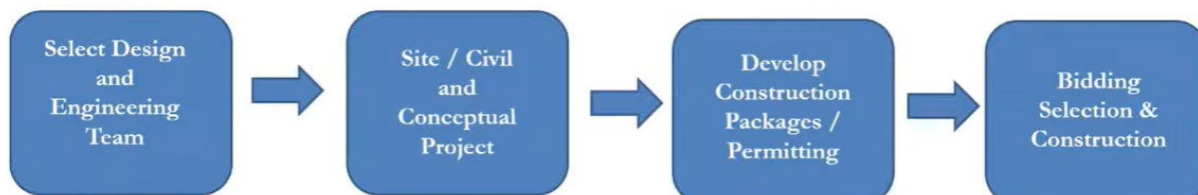
PROCUREMENT MODEL & PROCESS

[N.C.G.S. 143-128]

PROCUREMENT MODEL SELECTION

(a1) Construction methods. - The State, a county, municipality, or other public body shall award contracts to erect, construct, alter, or repair buildings pursuant to any of the following methods:

- (1) Separate-prime bidding.
- (2) Single-prime bidding. → LOW HARD BID MODEL
- (3) Dual bidding pursuant to subsection (d1) of this section.
- (4) Construction management at risk contracts pursuant to G.S. 143-128.1.
- (5) Alternative contracting methods authorized pursuant to G.S. 143-135.26(9).
- (6) Design-build contracts pursuant to G.S. 143-128.1A.
- (7) Design-build bridging contracts pursuant to G.S. 143-128.1B.
- (8) Public-private partnership construction contracts pursuant to G.S. 143-128.1C.



PROCUREMENT MODEL SELECTION

Burke County will be building a new EMS base +/- 10,000 SF and a new Animal Shelter +/- 13,000 SF

Burke County is looking for qualified design teams to help design, draw, bid, and deliver within specifications both projects. These projects will be bid on the same day and opened at the same time with General Contractors being allowed to submit their low bid on each individual project as well as both projects together.

The anticipated close on design team selection will be the week of July 10th with the short list interviews scheduled to take place the third week of July with a final decision to be made that same week. The selected firm shall be presented to board on August 15th, 2023 for recommendation for approval and notice to proceed.

Drawing and design shall begin promptly after with an anticipated bid date for both projects to be as soon as possible, not later than January/February of 2024.

PROCUREMENT MODEL SELECTION

CONTRACTOR	ANIMAL SHELTER PROJECT \$5.5MM	EMS PROJECT \$8.0MM	BOTH PROJECTS
A			X
B		X	
C		X	
D	X		
E			X

ANIMAL SERVICES AND EMS BASE #1**SCHEDULE****MILESTONE DATES**

AWARDED DESIGN RFQ	AUGUST 2023
DESIGN DEVELOPMENT PHASE	JANUARY/FEBRUARY 2024
CONSTRUCTION DOCUMENTS PHASE	MARCH 2024
BIDDING/ AWARD	MARCH 2024
COMMISSIONER REVIEW/ APPROVAL	APRIL 2024
SUBSTANTIAL COMPLETION	Q1 2025

Chairman Mulwee opened the floor for questions or comments. Mr. Epley answered a clarifying question from Commissioner Burns on procurement methods.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JUNE 20, 2023, AT 6:00 P.M.

AGENDA REVISION

A brief discussion occurred on moving Consent Agenda No. 8 (Clerk - Reappointments to the Regional Aging Advisory Committee) to Items for Decision for the regular meeting between Chairman Mulwee, County Attorney Simpson, and Clerk Draughn due to multiple applicants for a finite number of seats.

RESULT: CHAIRMAN DIRECTED THE CLERK TO MOVE THE ITEM TO THE DECISION AGENDA.

CLOSED SESSION

Chairman Mulwee announced that a closed session was needed.

Motion: To go into closed session to discuss threatened or pending litigation to preserve the attorney-client privilege, to discuss economic development matters, to discuss contractual matters (land acquisition) and to discuss personnel matters as authorized by NCGS 143-318.11(a) (3), (4), (5) and (6).

RESULT: APPROVED [UNANIMOUS]
MOVER: Jeffrey C. Brittain, Vice Chairman
AYES: Scott Mulwee, Jeffrey C. Brittain, Randy Burns, Johnnie W. Carswell, and Phil Smith

Motion: To come out of closed session.

RESULT: APPROVED [UNANIMOUS]
MOVER: Randy Burns, Commissioner
AYES: Scott Mulwee, Jeffrey C. Brittain, Randy Burns, Johnnie W. Carswell, and Phil Smith

RETURN TO OPEN SESSION

After returning to the open session, Chairman Mulwee announced that a proper motion was made to come out of the closed session and that no action was taken.

ANNOUNCEMENTS

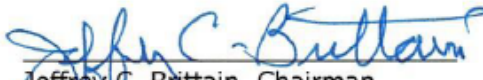
Commissioner Carswell announced that he and the Local Health Director will attend the N.C. Summit on Reducing Overdose Deaths. Further, Beth Macy, author of Dope Sick and the Lazarus Project will be speaking in Burke County later. Commissioner Smith acknowledged the Army's 79th anniversary of storming the beaches at Normandy and expressed appreciation to the World War II veterans for their service to our country.

ADJOURN

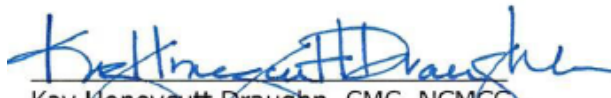
Motion: To adjourn at 4:22 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Randy Burns, Commissioner
AYES:	Scott Mulwee, Jeffrey C. Brittain, Randy Burns, Johnnie W. Carswell, and Phil Smith

Approved this 19th day of December 2023.


Jeffrey C. Brittain, Chairman
Burke Co. Board of Commissioners

Attest:


Kay Honeycutt Draughn, CMC, NCMCC
Clerk to the Board