MINUTES
BURKE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING

The Burke County Board of Commissioners held a regular meeting on Tuesday, June 20, 2023, at 6:00 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, Finance Director/Deputy County Manager J.R. Simpson, II, County Attorney Kay Honeycutt Draughn, Clerk to the Board

CALL TO ORDER
Chairman Mulwee called the meeting to order at 6:00 p.m. and offered his deepest condolences on behalf of the Board to Larenda Johnson, Human Resources Director, for the loss of her mother, Mary Anne Chwalek.

INVOCATION
Pastor Keith Barnett, Bridge Worship Center Ministries International, delivered the invocation.

PLEDGE OF ALLEGIANCE
J.R. Simpson, County Attorney, delivered the Pledge of Allegiance to the American flag.

APPROVAL OF AGENDA
Motion: To approve the agenda as presented.

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

APPROVAL OF MEETING MINUTES
Motion: To approve the minutes of October 4, 2022 (pre-agenda), October 4, 2022 (special), October 18, 2022 (regular), November 1, 2022 (pre-agenda), November 1, 2022 (special) and November 3, 2022 (special) meetings as written.

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

PRESENTATIONS

AS - PET OF THE MONTH

Kaitlin Settlemyre, Animal Services Director, presented a dog (Yodi / Yoddle) and cat (Nemo) in need of their "furever" homes. She relayed that the rabies clinic on June 10th resulted in the vaccination of 185 dogs. Some of the upcoming events include Read to a Dog, which is a collaborative event between the Library Foundation and Animal Services where children can pick out a book to read to the shelter pets on June 22nd and July 27th from 4:00 p.m. to 5:00 p.m. as well as an adoption event at Hillman Beer on July 9th from 12:00 p.m. to 3:00 p.m.

Chairman Mulwee opened the floor for questions or comments and issued a friendly reminder to adopt or foster a pet as well as to spay or neuter your pets. In response to a question from Chairman Mulwee about the current population count, Ms. Settlemyre reported that there were currently 12 dogs and 22 cats at the shelter.

RESULT: NO ACTION TAKEN.

BOC - RECOGNITION OF NC GOV VOLUNTEER AWARD WINNERS

Alicia Lorenzo Wilson, Director of Volunteer Services, J. Iverson Riddle Development Center, introduced the Governor's Volunteer Service Award recipients: Ashlyn Robinson, Erin Kiser, Dr. Jennifer McGrady, and Amy Kincaid, who came on behalf of John Flood, who was unable to attend. Ms. Wilson then introduced Dave Tubergen, who won the Governor's Medallion Award and highlighted each winner's accomplishments. In recognition of their outstanding community service, each recipient was presented with a county walking stick.

Depicted from left to right: Commissioner Burns, Erin Kiser, Commissioner Smith, Ashlyn Robinson, Chairman Mulwee, Dave Tubergen, Vice Chairman Brittain, Dr. Jennifer McGrady, Amy Kincaid, and Commissioner Carswell

John Flood

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 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.

Chairman Mulwee opened the floor for questions or comments and then congratulated the volunteers for their achievements.

RESULT: NO ACTION TAKEN.

SCHEDULED PUBLIC HEARINGS

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

Brian Epley, County Manager, presented the recommended budget for FY 2023-2024 to the Board of Commissioners on Tuesday, May 16, 2023, with a reduced tax rate of 56 cents per $100 valuation. The revenue-neutral tax rate was 52 cents. 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 were encouraged to attend and present written or oral comments.

Highlights of his presentation were as follows:

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FY 23-24 Commissioners' Strategic Plan

FOCUS AREA 1: COMMUNITY ADVANCEMENT
To invest in cultural capital and advancement strategies that promote participative governance that elevates a community to live, work and play – while also positioning Burke County as a community of choice.

FOCUS AREA 2: ECONOMIC GROWTH & SUSTAINMENT
Promotion of Burke County as a business and economic center in the region through recruitment of new industry, creating a healthy business climate for existing businesse

FOCUS AREA 3: PUBLIC SAFETY& WELL BEING
To ensure the safety of our residents through efficient and effective public safety agencies.

FOCUS AREA 4: FISCAL STEWARDSHIP
Pursuit of the high-performing organization model that ensures high quality, transparent and efficient use of public resources.

FOCUS AREA 5: EMPLOYER OF CHOICE
To promote a professional value-based employee centric workplace that promotes innovation, performance, and integrity, and differentiation.

5

FY 2023-2024 Commissioners' Top Priorities

Comprehensive human capital pay and classification study – including job description reviews and market-based wages

Pursue Substantial Equivalency (OSHR) and modernization of all Burke County Personnel Policies

Identify census track data specific to broadband availability and pursue grant based public-private expansion that aims to cover more than 90% of Burke County households

Consideration of County wide referendum to support Article 46 sales tax referendum

Implementation of a county-wide Capital Improvement Plan (CIP) and Facilities Master Plan including funding policies, execution strategies and project timelines

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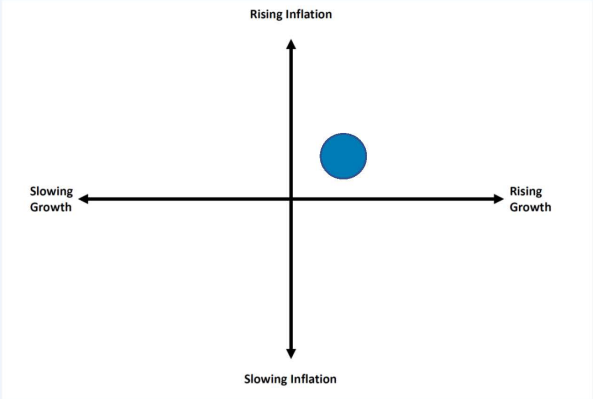
Rising Cost of Doing Business

- Retirement Contribution……$ 220,000
- Supplies……..…..$ 75,000
- Risk Management Costs…....$ 425,000
- Motor Fuels…….. $ 105,000

Total……...$ 825,000

$ 825,000 = .85 Cents



Where have we been?

Prior Year Performance and Budget Trends

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	Current Rate	2022 Tax Base	Latest Revaluation	1 Penny - Revenue	Revenue Generation Capacity	Adjusted for Population
Lincoln	0.00619	12,015,359,451	2019	1,202,859	74,375,075	829
Rutherford	0.00597	8,068,767,555	2019	807,779	48,170,542	746
Gaston	0.00830	20,546,387,144	2019	2,059,899	170,535,013	$ 739
Cleveland	0.00688	10,683,037,964	2021	1,068,304	73,445,886	723
Catawba	0.00575	19,836,704,600	2019	1,993,625	114,061,051	705
Caldwell	0.00630	$ 8,380,167,558	2021	$ 807,655	52,795,056	656
McDowell	0.00587	4,597,629,411	2019	460,637	26,988,085	604
Burke	0.00695	7,485,456,840	2019	757,742	52,023,925	594
Group Average	0.00653	11,451,688,815.38		$ 1,144,812	$ 76,549,329	696
Burke	0.00695	7,485,456,840	2019	757,742	52,023,925	594

§ 105-286 : Revenue Generation Capacity

Burke County Government Services…

Services Burke County is required to provide	Statute	Per Capita Cost
911 Communications	N.C.G.S. 143B-1406(h)	$ 23.00
Board of Commissioners	N.C.G.S. 153A-12	$ 2.16
Board of Elections	N.C.G.S. 163-37	$ 5.36
Building Inspections	N.C.G.S. 160D-1102(a)	$ 6.62
Emergency Management	N.C.G.S. 166A-19.15(a)	$ 4.46
Emergency Medical Services	N.C.G.S. 143-517	$ 75.60
Environmental Health	N.C.G.S. 130A-248	$ 2.99
Medical Examiner	N.C.G.S. 130A-381	$ 1.41
Mental Health, Developmental Disabilities, and Substance Abuse Services	N.C.G.S. 122C-115(a)	$ 2.29
Personnel (Human Resources)	N.C.G.S. 153A-92	$ 6.77
Public Health	N.C.G.S 130A-34(b)	$ 34.82
Public Records	N.C.G.S. 132-1	$ 0.13
Register of Deeds	N.C.G.S. 161-1	$ 5.23
Sheriff	N.C. Const. Art. VII Sec. 2	$ 85.97
Social Services	N.C.G.S. 153A-255	$ 202.45
Tax Administration and Collection	N.C.G.S. 105-296	$ 16.13

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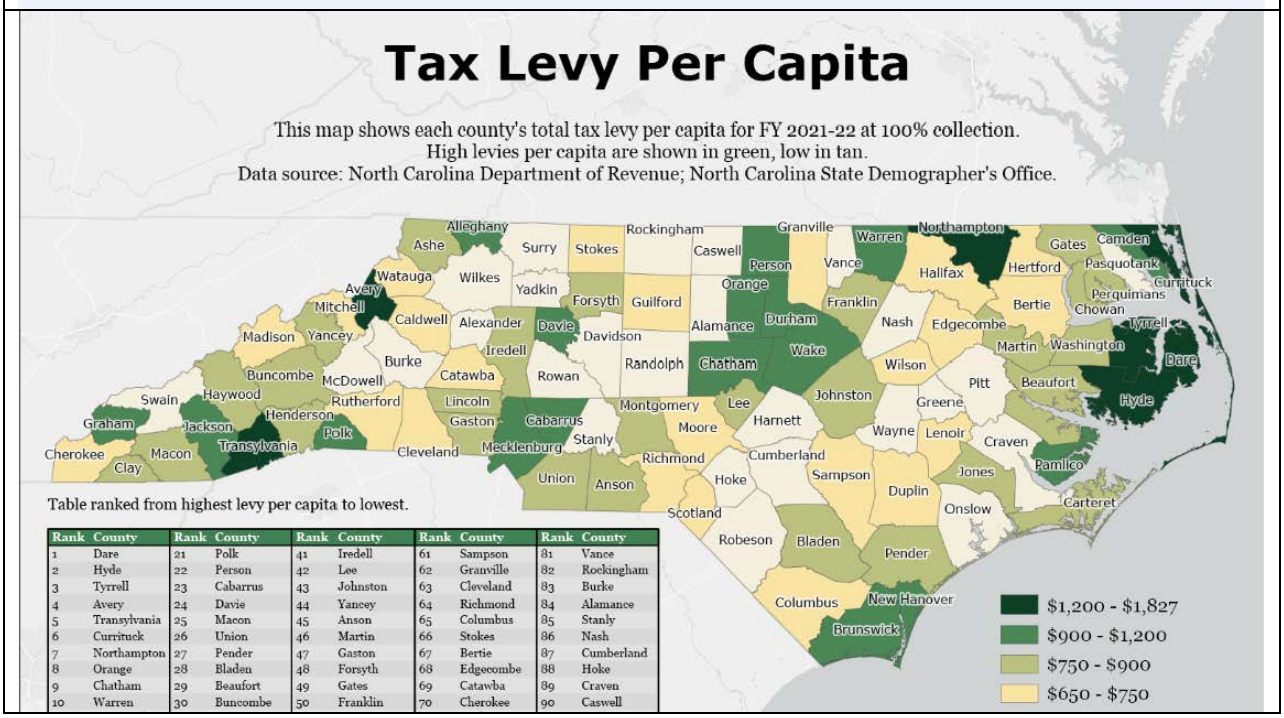
Burke County Government Services...

Services Burke County provides that are authorized, but not required	Statute	Per Capita Cost
Animal Services	N.C.G.S. 153A-442	$ 5.41
Community Development	N.C.G.S. 160D-201	$ 6.19
Cooperative Extension Services	N.C.G.S. 153A-439(a)	$ 4.33
Detention Center	N.C.G.S. 153A-218	$ 46.48
Economic Development	N.C.G.S. 158-23	$ 29.48
Fire Marshal	N.C.G.S. 153A-234	$ 0.76
Foothills Conference Center	N.C.G.S. 153A-445(7)	$ 1.36
Library	N.C.G.S. 153A-263	$ 16.99
Planning	N.C.G.S. 160D-201	$ 6.19
Recreation	N.C.G.S. 153A-444	$ 6.53
Senior Services	N.C.G.S. 153A-445(6)	$ 5.29
Soil and Water Conservation	N.C.G.S. 153A-440	$ 1.48
Veterans Services	N.C.G.S. 143B-1211	$ 0.48
Volunteer Fire Departments	N.C.G.S. 153A-233	$ 50.94
Waste Management	N.C.G.S. 153A-136(a)	$ 67.06
Water and Sewer	N.C.G.S. 153A-284	$ 57.33



Rank	County	Rank	County	Rank	County	Rank	County	Rank	County
1	Dare	21	Polk	41	Iredell	61	Sampson	81	Vance
2	Hyde	22	Person	42	Lee	62	Granville	82	Rockingham
3	Tyrrell	23	Cabarrus	43	Johnston	63	Cleveland	83	Burke
4	Avery	24	Davie	44	Yancey	64	Richmond	84	Alamance
5	Transylvania	25	Macon	45	Anson	65	Columbus	85	Stanly
6	Currituck	26	Union	46	Martin	66	Stokes	86	Nash
7	Northampton	27	Pender	47	Gaston	67	Bertie	87	Cumberland
8	Orange	28	Bladen	48	Forsyth	68	Edgecombe	88	Hoke
9	Chatham	29	Beaufort	49	Gates	69	Catawba	89	Craven
10	Warren	30	Buncombe	50	Franklin	70	Cherokee	90	Caswell

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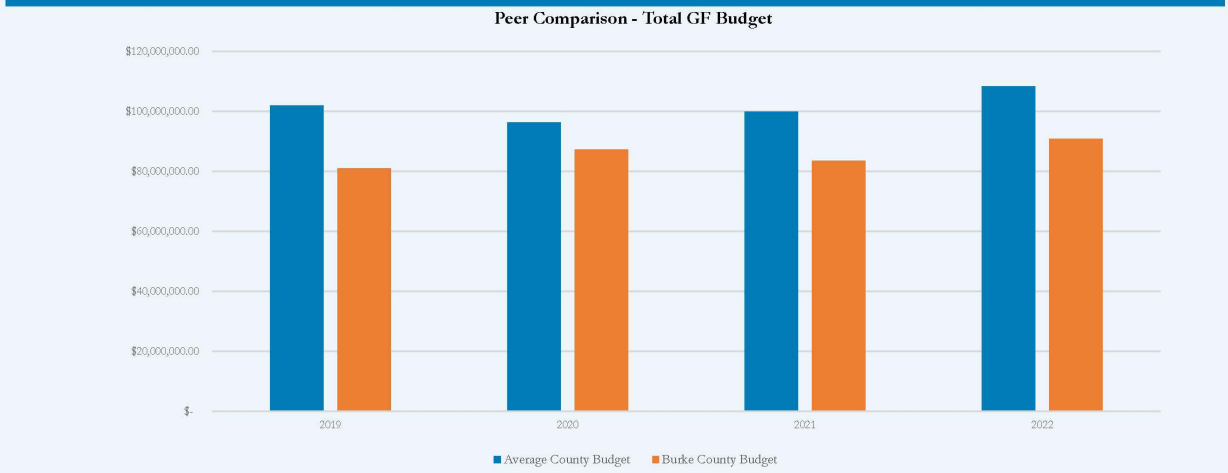
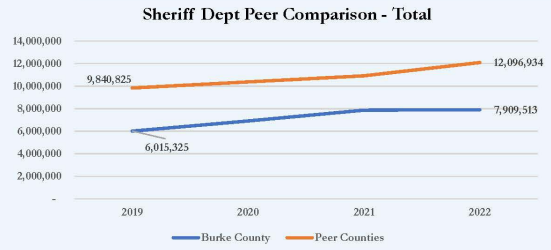
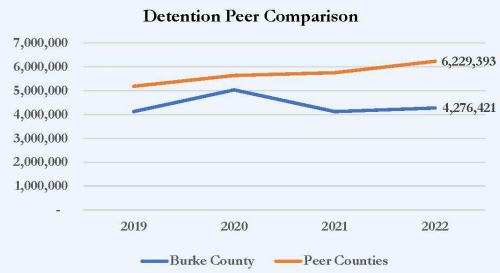
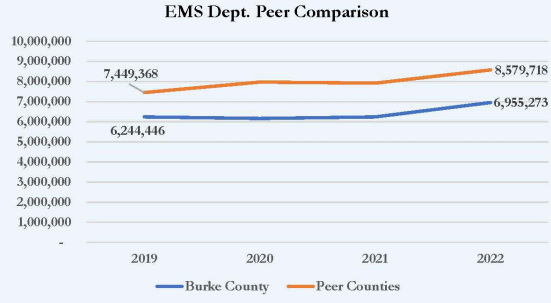
Total General Fund Budget and Fund Balance

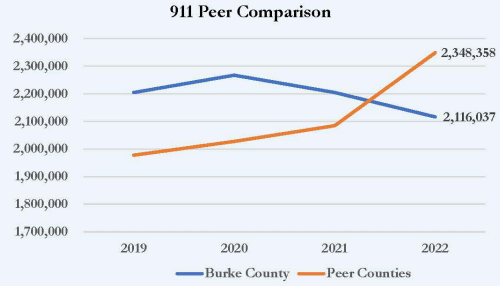


Expenditures by Function









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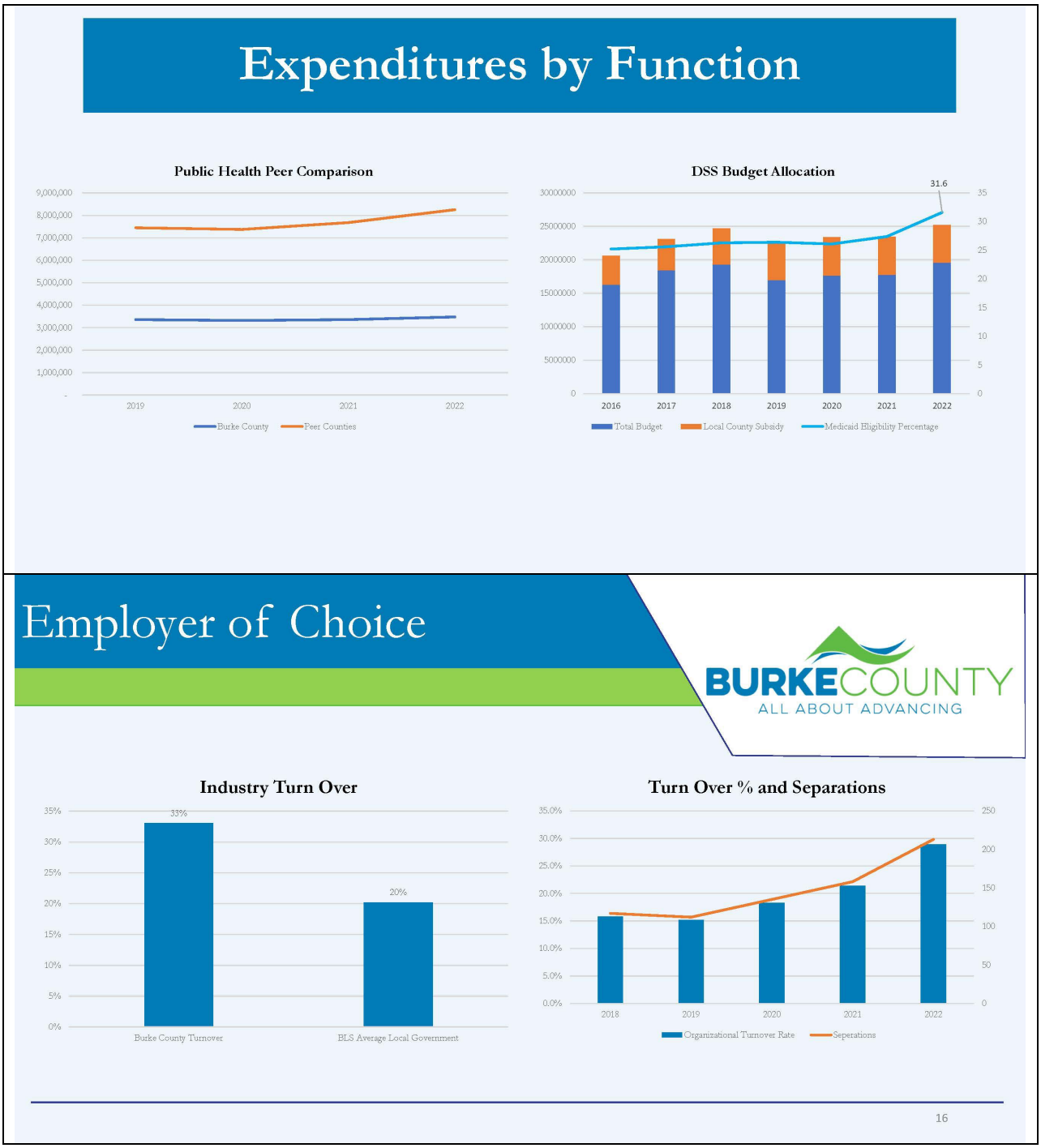

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CAPITAL INFRASTRUCTURE NEEDS

Facilities Evaluated During Space Needs Assessment

Building	Location	City	Rating	Sq. Ft	Yr. Built
Animal Shelter	425 Kirksey Drive	Morganton	1.00	4,000	1980
EMS Station #1: Hospital	2201 S Sterling Street	Morganton	1.00	5,000	1975
Landfill - Transfer Station	2500 Marsh Trail	Morganton	1.40	12,500	1997
Avery Building	200 Avery Avenue	Morganton	2.13	28,700	1923
Sheriff's Office (Sheriff side only)	150 Government Drive	Morganton	2.14	11,500	1993
Burke-Catawba District Confinement Facility (Old Jail)	148 Government Drive	Morganton	2.14	48,500	1993
Human Resources Center (HRC)	700 East Parker Road	Morganton	2.42	56,500	1979
EMS Station #2: Rutherford College *(Hospital Owns Property)*	90 Campus Street	Rutherford College	2.50	1,900	1975
Hildebran Building (Water & Sewer Office)	101 Main Ave West	Hildebran	2.58	7,100	1964/2016
Courthouse	201 South Green Street	Morganton	2.60	55,000	1974
EMS Station #4: Hildebran	705 US Highway 70W	Hildebran	2.83	2,200	2002
Landfill - Office/Garage	2500 Marsh Trail	Morganton	3.00	5,000	1988
Morganton Library	204 South King Street	Morganton	3.00	16,800	1995/2004
Morganton Senior Center	501 North Green Street	Morganton	3.00	17,600	1984
Burke Agricultural Building	130 Ammons Drive	Morganton	3.50	14,000	2002
Burke Services Building	110 North Green Street	Morganton	3.83	24,000	1954/2000
Valdese Library *(Share Ownership with Valdese)*	213 St. Germain Avenue	Valdese	3.83	9,000	1943/2004
Foothills Higher Education	2128 South Sterling Street	Morganton	4.00	130,000	1980/2004

*Building Condition Rating Scale 1 thru 5 where 1 is poor condition and 5 is new or excellent condition

Economic Outlook
&
FY 24 Revenue Forecast

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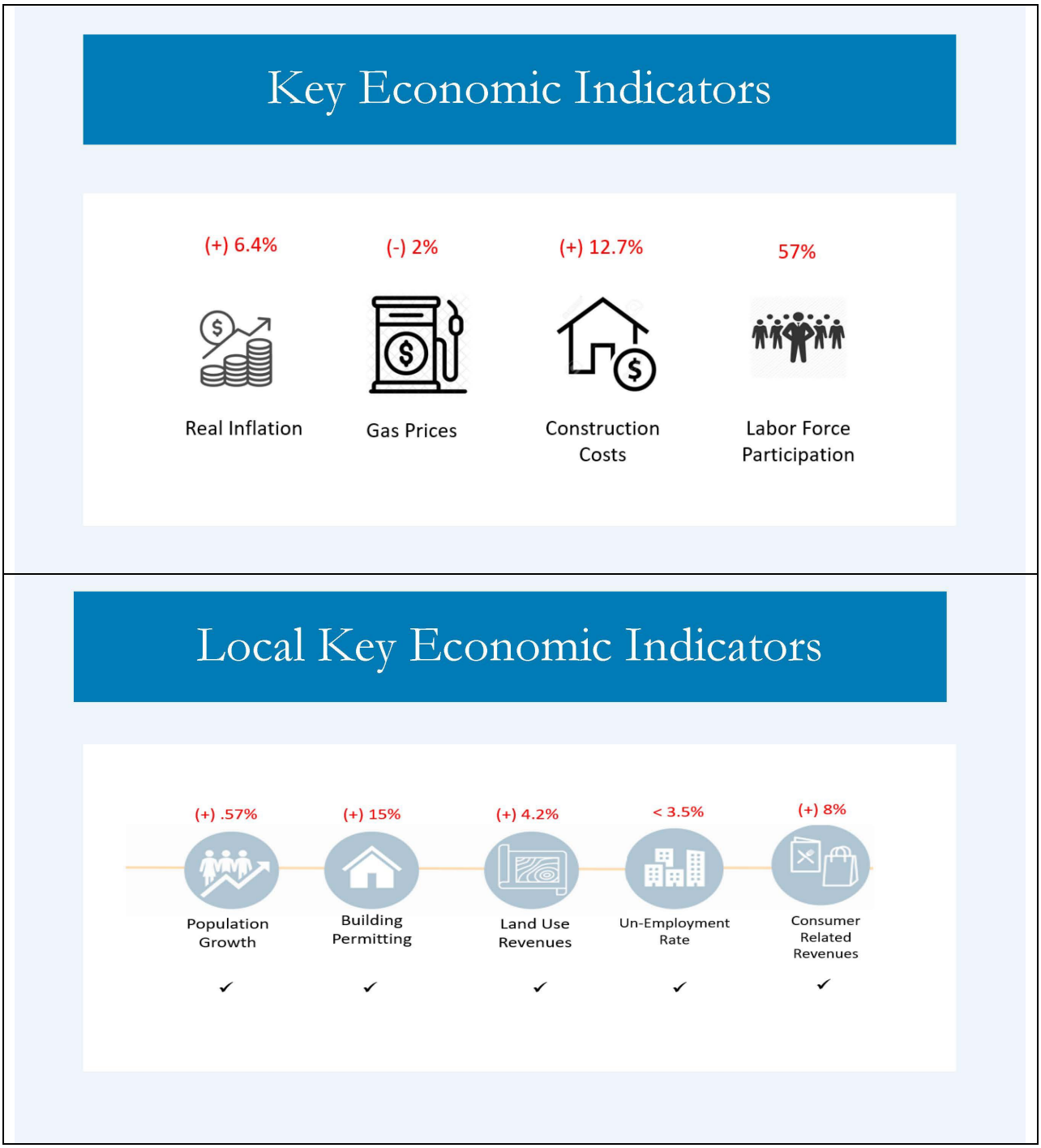

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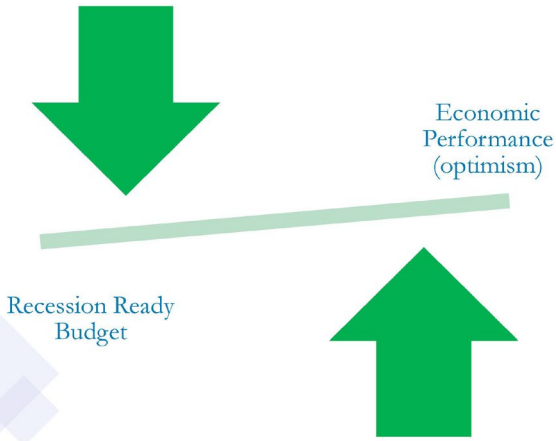
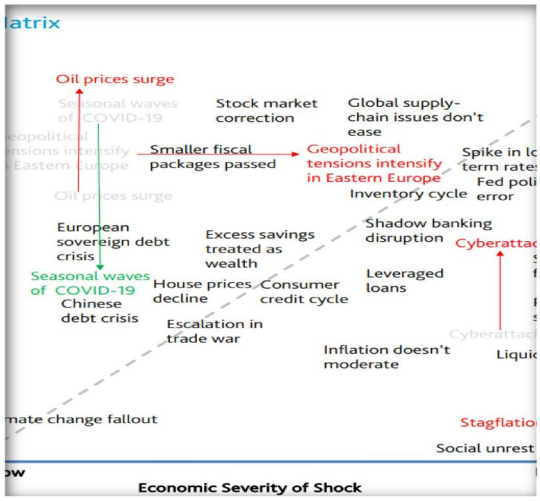
Economic Conditions





Revenue Forecasting Principles

- Responsible Approach / Recession Ready
- Amidst continued uncertainty, we rely on data
- Diversification of revenue sources is critical

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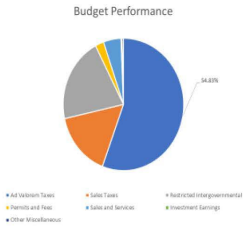
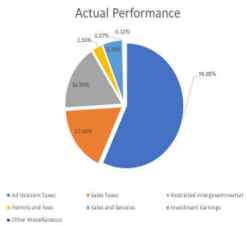
Total General Fund Revenue $99,843,632

Revenue Portfolio





Property Tax Valuation

BURKE COUNTY BUDGET
FOR THE YEAR ENDED JUNE 30, 2024
REVENUE ANALYSIS

Original Levy Total Tax Valuation	2022-2023 Budgeted Values	2023-2024 Proposed Draft Values	% Change	$ Change
Real	$ 5,858,291,347	$ 8,617,855,095	47.1%	$ 2,759,563,748
Personal	758,013,251	821,575,334	8.4%	63,562,083
Motor Vehicles	832,802,302	911,069,360	9.4%	78,267,058
State Boards	302,619,649	317,750,631	5.0%	15,130,982
Total Valuation	$ 7,751,726,549	$ 10,668,250,420		$ 2,916,523,871

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County General Changes in Revenue

Description	% Allocated	2021-2022	2022-2023	2023-2024
Ad Valorem Taxes	58.4%	$ 50,630,000	$ 52,205,000	$ 59,428,577
Sales Taxes	10.9%	9,118,900	10,406,000	10,718,180
Restricted Intergovernmental	20.5%	17,905,830	19,910,995	19,155,382
Permits and Fees	3.5%	3,467,740	2,974,060	3,161,345
Sales and Services	5.2%	4,270,000	4,300,000	5,800,000
Investment Earnings	0.4%	250,000	250,000	500,000
Other Miscellaneous	1.2%	1,075,850	1,111,945	1,080,148
		$ 86,718,320	$ 91,158,000	$ 99,843,632

Revaluation Analysis

What is Revaluation…..and Why Now?

- The primary purpose of the revaluation is **to arrive at a fair market value of all real property for use in deriving property taxes**. The idea is for tax value and sale value to equal. This is called 100% true market value. The County Assessor's Office or the Commissioners do not "create" the value of your property.

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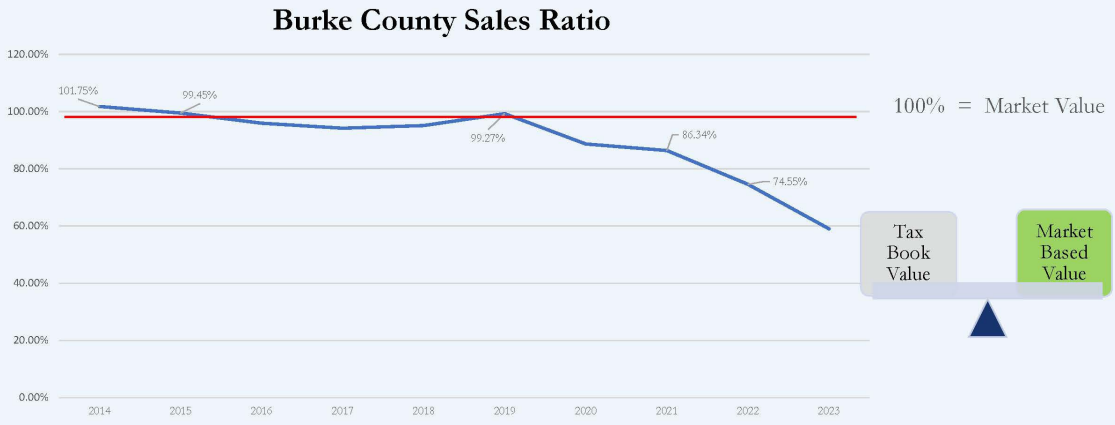
Revaluation Analysis…

- (1) Every county in North Carolina must reappraise all real property at least once every eight years.
- (2) Optional Advancement – a county may, at the discretion of the Board of County Commissioners, conduct an earlier reappraisal.
  - NC DOR - Recommends that counties adopt, if possible, a four-year schedule.
  - Burke County has opted to use the four-year schedule.
    - The last county-wide reappraisal was 2019.
    - The next scheduled reappraisal is 2023.

Revaluation Analysis…



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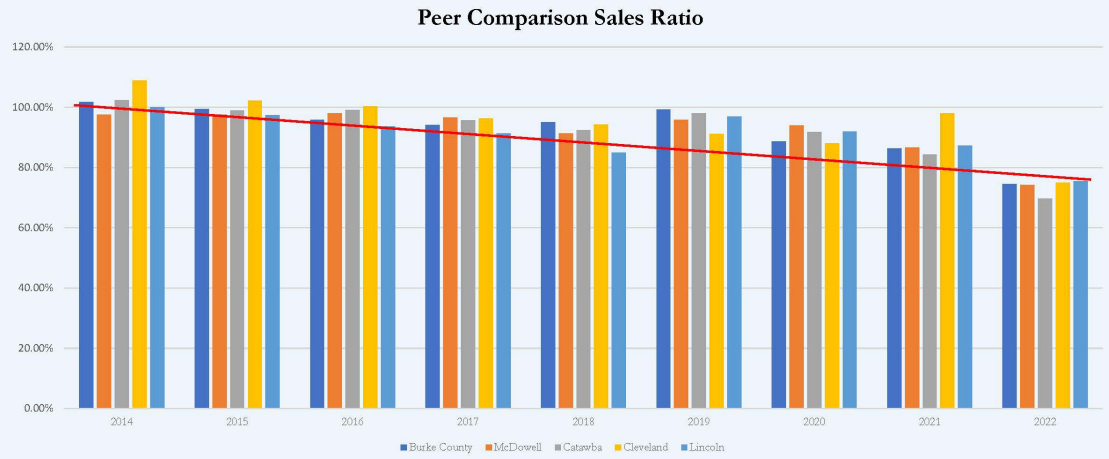
Revaluation Analysis…



Revaluation Analysis… § 105-286: Revenue Neutral Calculation

BURKE COUNTY, NORTH CAROLINA		
REVALUATION PLANNING		
FOR THE YEAR ENDED JUNE 30, 2024		
N.C.G.S. 159-11		
STEP 1- Determine a rate that would produce revenues equal to those produced for the current fiscal year:		
FY 2023 Projected total valuation before revaluation	$	7,751,726,549
FY 2023 Tax Rate		0.00695
Tax Levy at FY 2023 rate without revaluation (100% Collections)	$	53,874,500
FY 2024 Projected total valuation after revaluation	$	10,668,250,420
Tax rate that would produce revenue equal to FY 2023		0.00505
Change		0.00190

STEP 2- Increase the rate by a growth factor equal to average annual percentage increases in tax base due to improvements since the last general reappraisal

Fiscal Year	Assessed Value	Annual % Increase
2019-2020	$ 7,229,141,351	
2020-2021	$ 7,369,371,075	1.94%
2021-2022	$ 7,570,780,134	2.73%
2022-2023	$ 7,751,726,549	2.39%
	Average Growth	2.35%

STEP 3- Adjusting for annexations is not applicable for Burke County.

STEP 4- Revenue Neutral tax rate for fiscal year 2023-2024 0.0052

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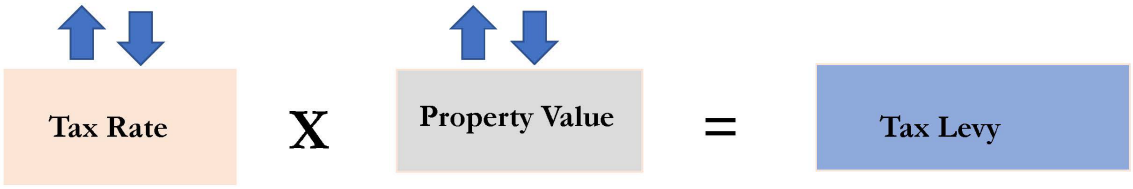
Revaluation Analysis….. **Variable Outcomes**

Most properties have experienced an increase in value,

Others may have had a more moderate increase.



Revaluation Analysis… § 105-286: Homeowner Impact

	2022 Home Value	Levy @ .695	2023 Home Value (47% Increase)	Levy @ .52	Levy @ .54	Levy @ .56
1	$ 89,000	$ 619	$ 130,830	$ 680	$ 706	$ 733
2	$ 150,000	$ 1,043	$ 220,500	$ 1,147	$ 1,191	$ 1,235
3	$ 450,000	$ 3,128	$ 661,500	$ 3,440	$ 3,572	$ 3,704

Monthly $ Change @ .52	Monthly $ Change @ .54	Monthly $ Change @ .56
$ 5.15	$ 7.33	$ 9.51
$ 8.67	$ 12.35	$ 16.03
$ 26.03	$ 37.05	$ 48.08

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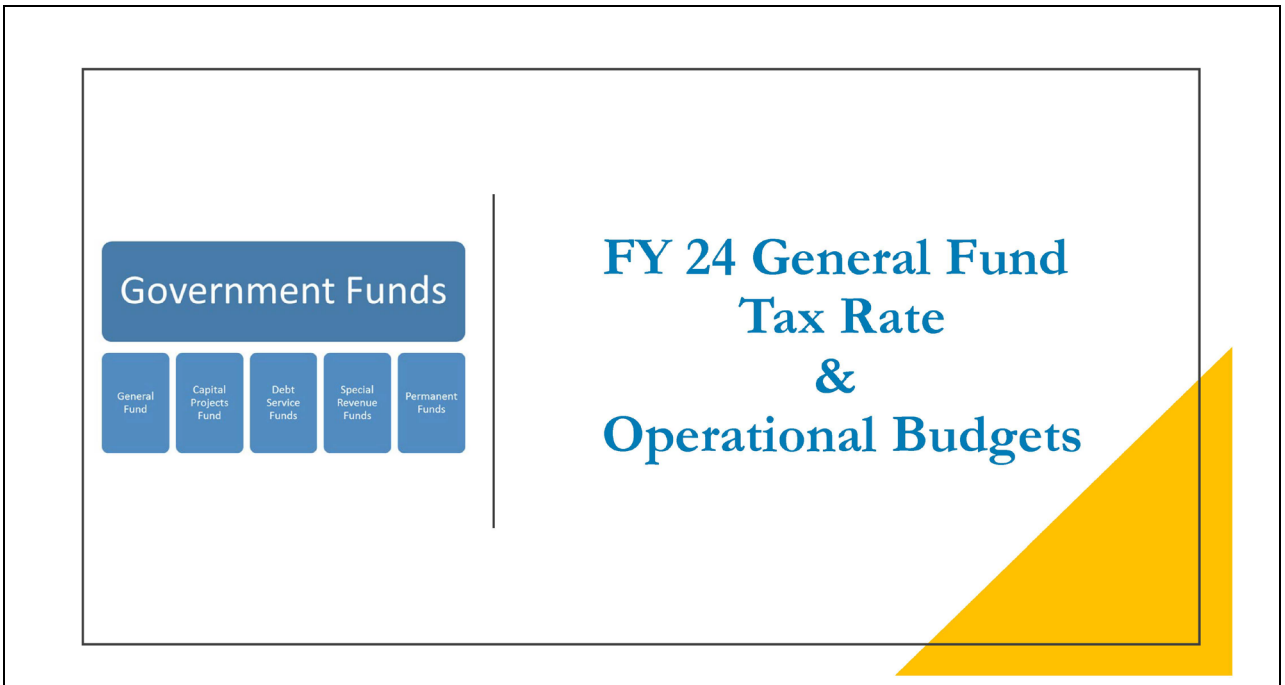

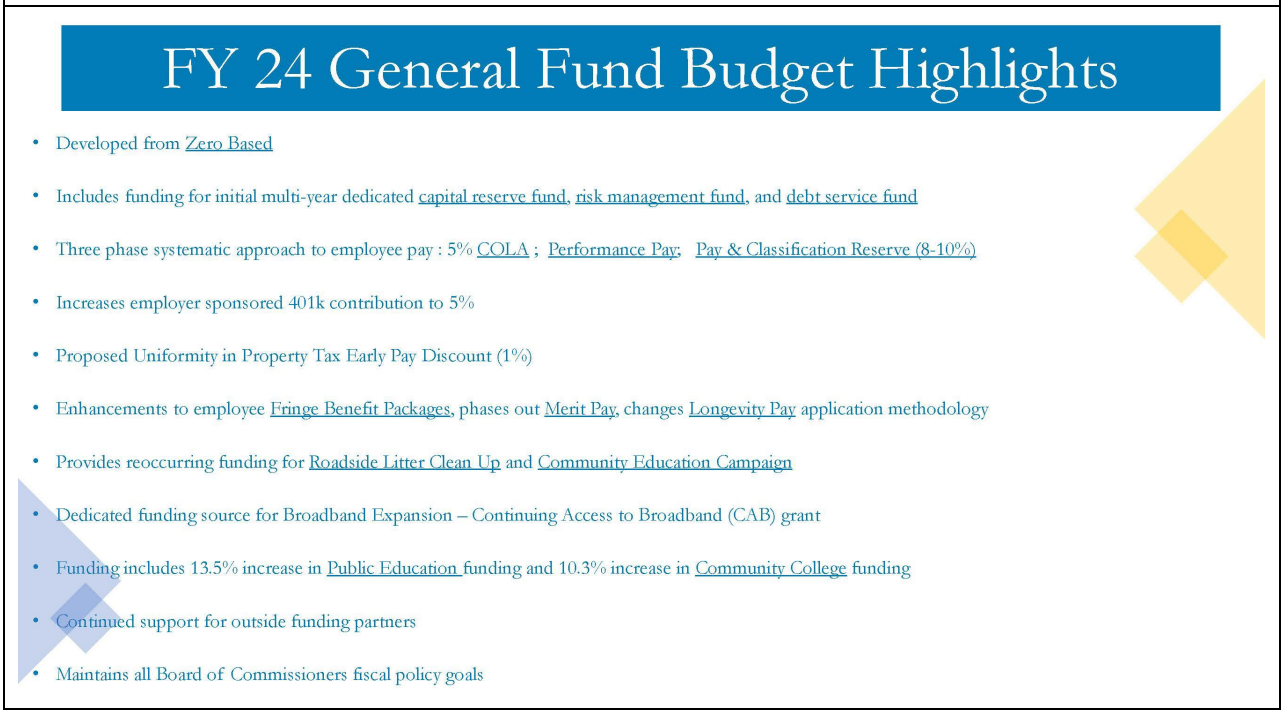

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Fiscal Year 23 - Budgeted Expenditures

FY 24 Strategic Plan Focus Areas

1. Fiscal Stewardship
2. Public Safety & Well Being
3. Community Advancement
4. Economic Growth & Sustainment
5. Employer of Choice

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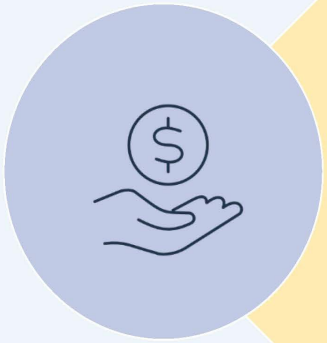
Fiscal Stewardship



Capital Plan Execution / Debt Mgt Policies

Revaluation Management

Leveraging State & Federal Grant Opportunities

Fund Balance Growth > 25%

Re-engineering Innovation & Implementation

ARPA Allocation Spend Plan

FY24 Re-engineering Summary
(Year 1)

Current Year Cost Re-Engineering

1. In-House Automotive Repair .....$ TBD
2. Technology Savings.....$ TBD
3. Proprietary Fund Business Model.....$ TBD
4. EMS Billing ROI / Transport Agreement.....$ TBD
5. Public Safety Apparatus Build-Out.....$ TBD

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Public Safety & Well Being

Central Administered EMS System / Community Paramedicine

Fleet & Rolling Stock Management Plan (EMS & Sheriff)

Maintain support for County Volunteer Fire Departments

Axxon Body Cameras & Tasers Replacement

Tek84 Body Scanner – Detention

Centrally Administer Public Safety Radio Replacement Plan

Public Safety Funding

Department	FY 22	FY 23	% Change
Detention Center	$5,749,295	$6,430,034	12%
Sheriff's Department	$8,334,000	$9,415,974	13%
Emergency Medical Services	$7,713,065	$8,639,608	12%
Emergency Management	$428,075	$563,759	31%
E-911/Communications	$2,625,355	$2,950,570	12%
Total Public Safety Budget	$24,829,790	**$27,999,945**	**12.7%**

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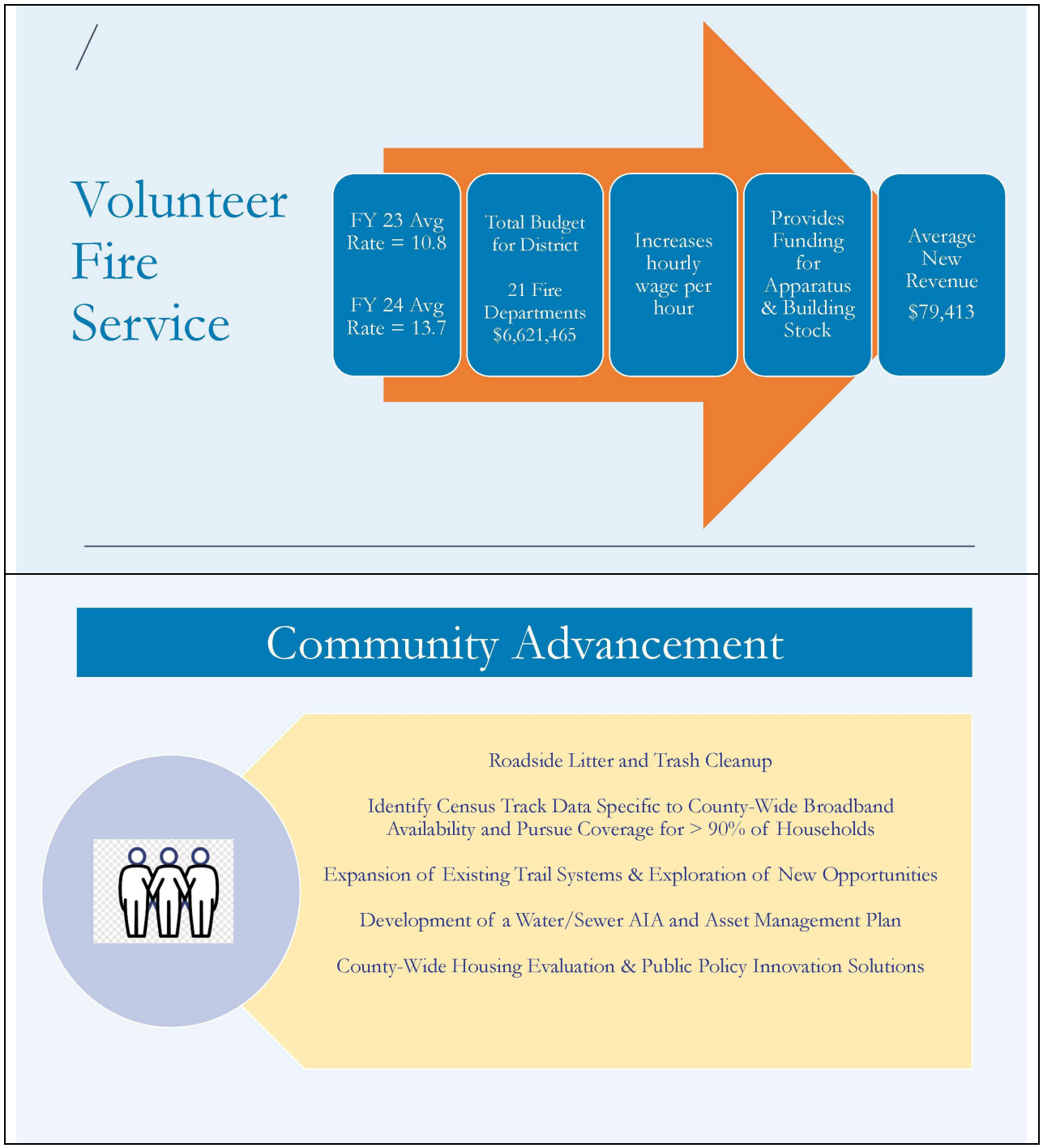

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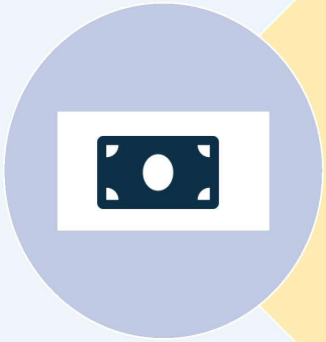
Economic Growth & Sustainment



Continued Support for BDI

Leverage Infrastructure & Product Development funding for Burke Business Park

Feasibility Study for Class A Industrial Speculative Building

Economic Impact Analysis for Hickory Regional and Foothills Regional Airport

Travel / Tourism Promotion and Strategic Plan Development

Employer of Choice

Comprehensive Pay and Classification Study

Pursue Substantial Equivalency

Modernize Personnel Policy

Evaluate Competitiveness of County Fringe Benefits

Results Based Wellness Incentives

Subsidized Childcare Analysis

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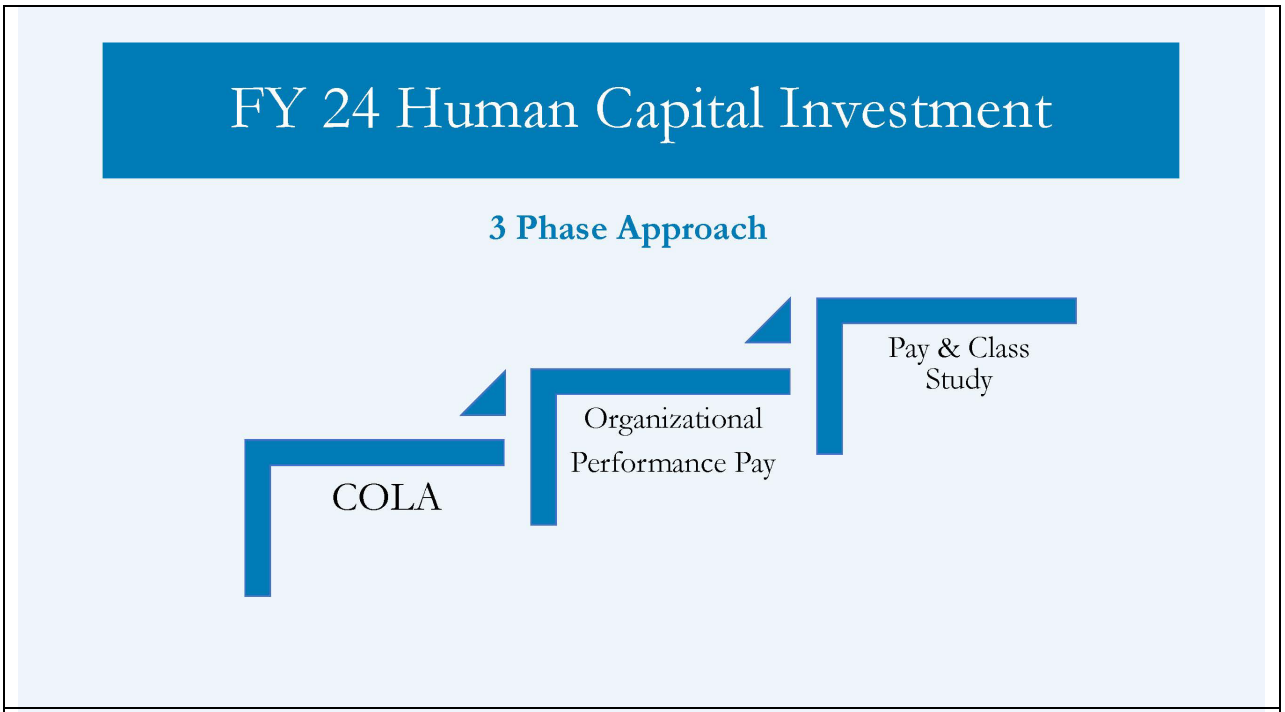

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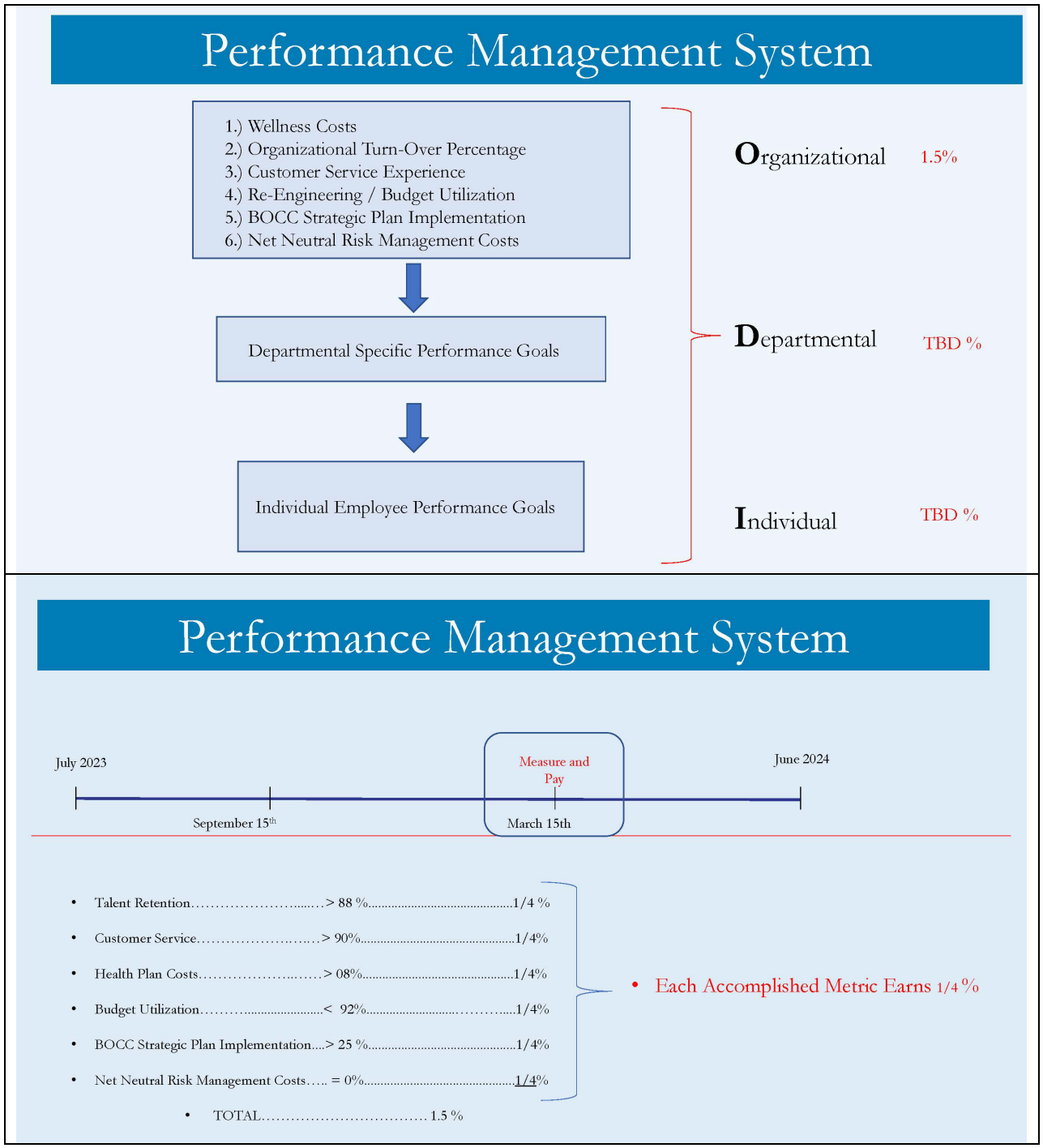

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Capital Improvement Plan Funding

Commitment to Capital Planning

One-Time Pay as you go Funding	2022-2023	2023-2024		
Capital Expansion	$13,958,615	$2,270,551	$16,229,166	
Capital Project Funding	**Pay as you go**	**Grant**	**Debt**	**Total**
Jonas Ridge	$ 2,300,000	$ -	$ -	$ 2,300,000
East Burke	1,429,166	-	-	1,429,166
Indian Hills Pump Station	1,300,000	1,118,000	-	2,418,000
Courthouse Renovations	1,000,000	1,000,000	-	2,000,000
HRC Building	-	-	25,000,000	25,000,000
Animal Services Building	5,000,000	-	-	5,000,000
EMS Base #1	3,000,000	5,000,000	-	8,000,000
Regional Rehab Facility (ARC)	-	15,000,000	-	15,000,000
Fonta Flora Trail System	2,200,000	-	-	2,200,000
	$ 16,229,166	$22,118,000	$25,000,000	$63,347,166

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Public Education Funding FY 24

Burke County Schools

- Commissioner Goals:
  1. Competitive Operational Funding
  2. Additional Dedicated Funding For Teacher Supplements
  3. Improve Teacher-to-Student Ratios

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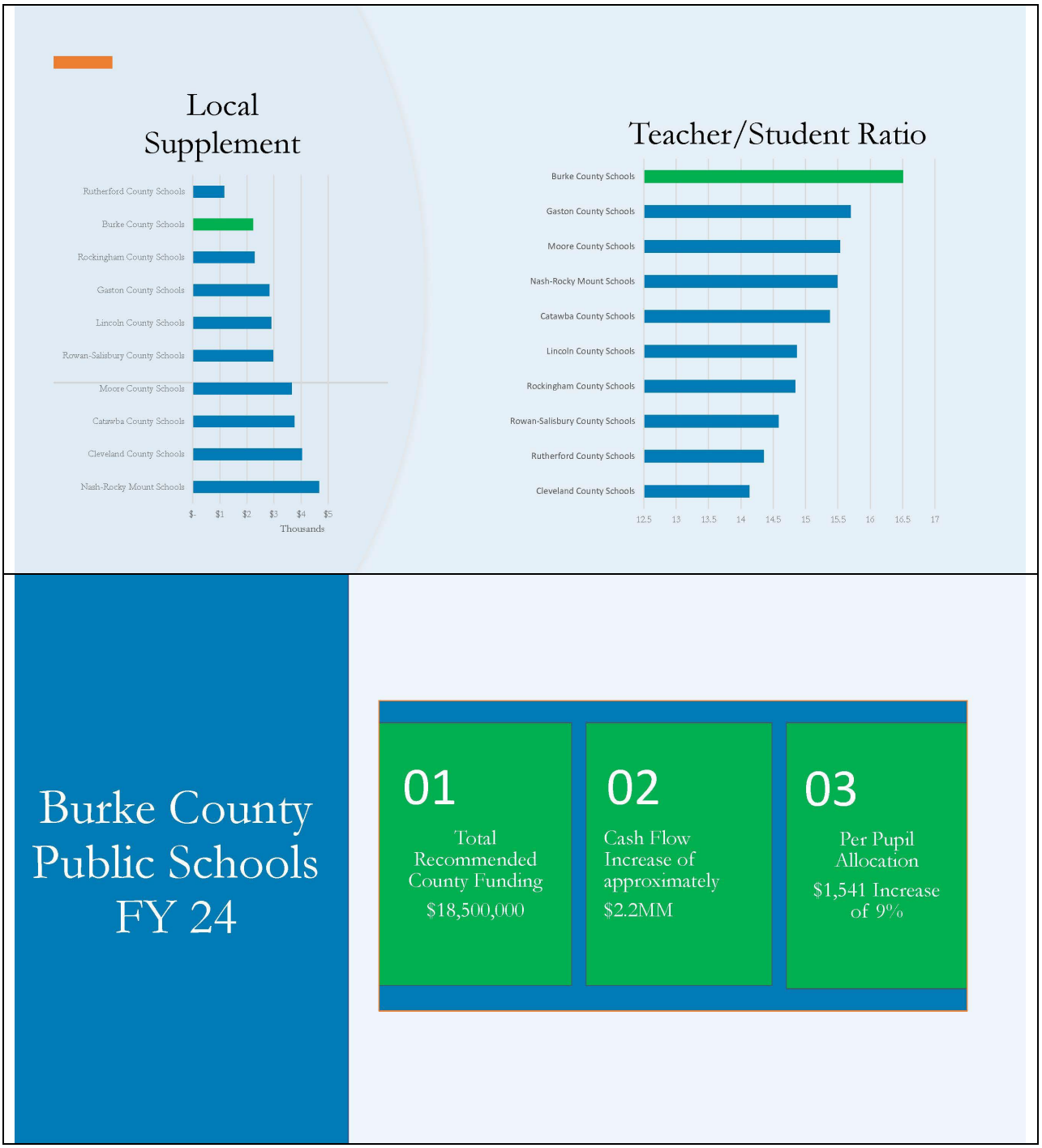

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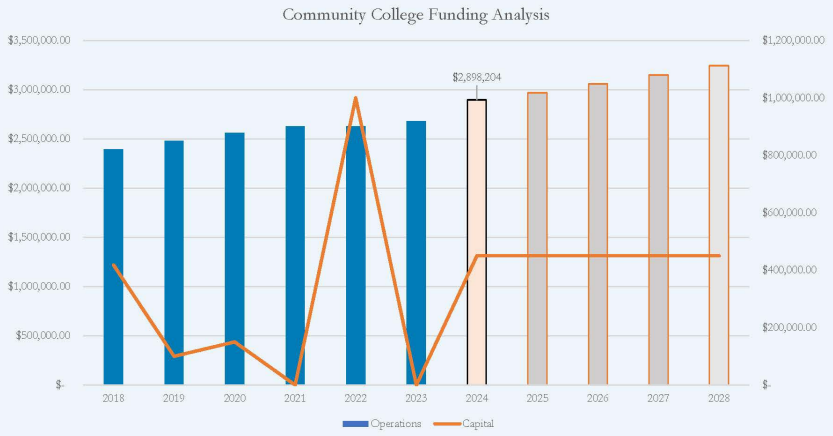
Western Piedmont Community College

Peer Counties

- Caldwell
- Catawba
- Cleveland
- Craven
- Moore
- Nash
- Robeson
- Rockingham
- Randolph
- Wayne



Solid Waste & Water Sewer Department FY 24

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Solid Waste Department

8.3% Increase in Household Fee - $82 - $88

Total Revenues…….$6,033,338

Total Expenditures……$6,220,656

Proposal of 10-Year Rate Stabilization Study
MSW Site Development Feasibility Analysis

Rolling Stock Capital Reserve Investment – Roll Off Truck
Roadside Litter Prevention Campaign & Garbage Clean Up
2.7% Increase for MSW Hauling (Republic) $3.5MM
Construction of East Burke & Jonas Ridge
Long-Term Solid Waste Handling Model

Solid Waste Department

Convenience Center Site Improvements

- Staffing & Scheduling
- Customer Service Improvements – Efficiency and Safety
- Fencing
- Safety Features
- Staff Restrooms

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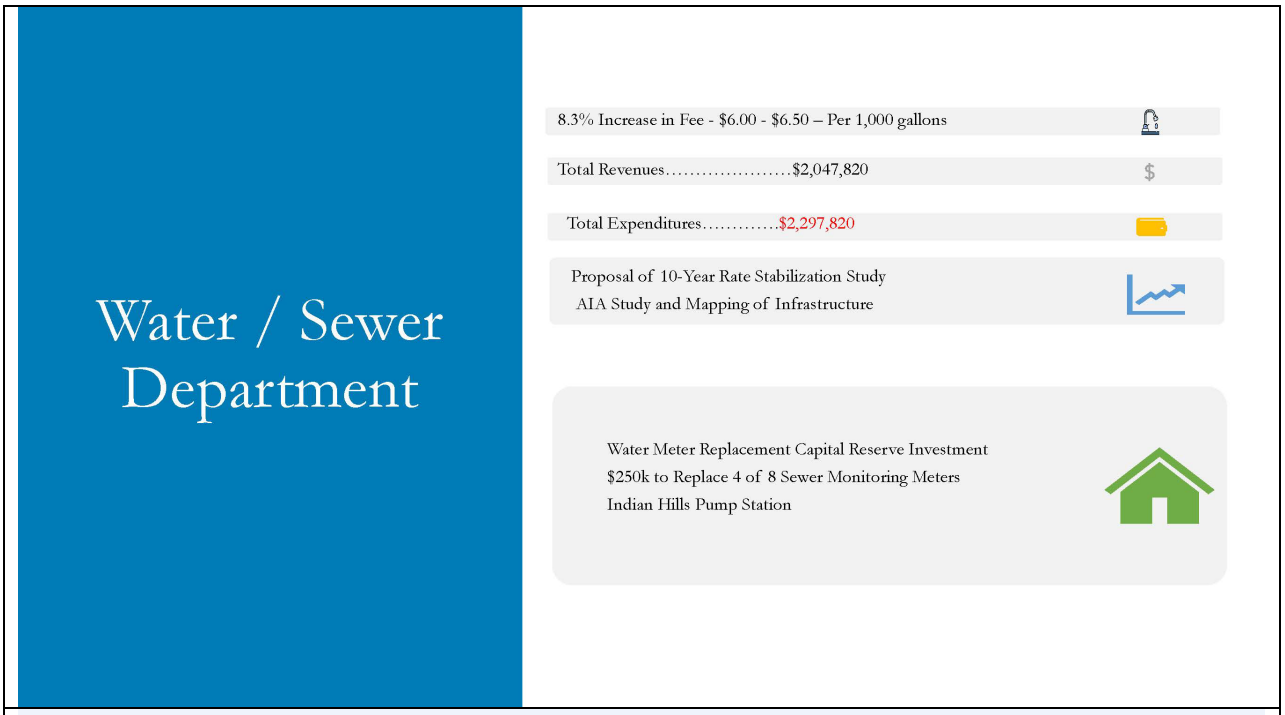

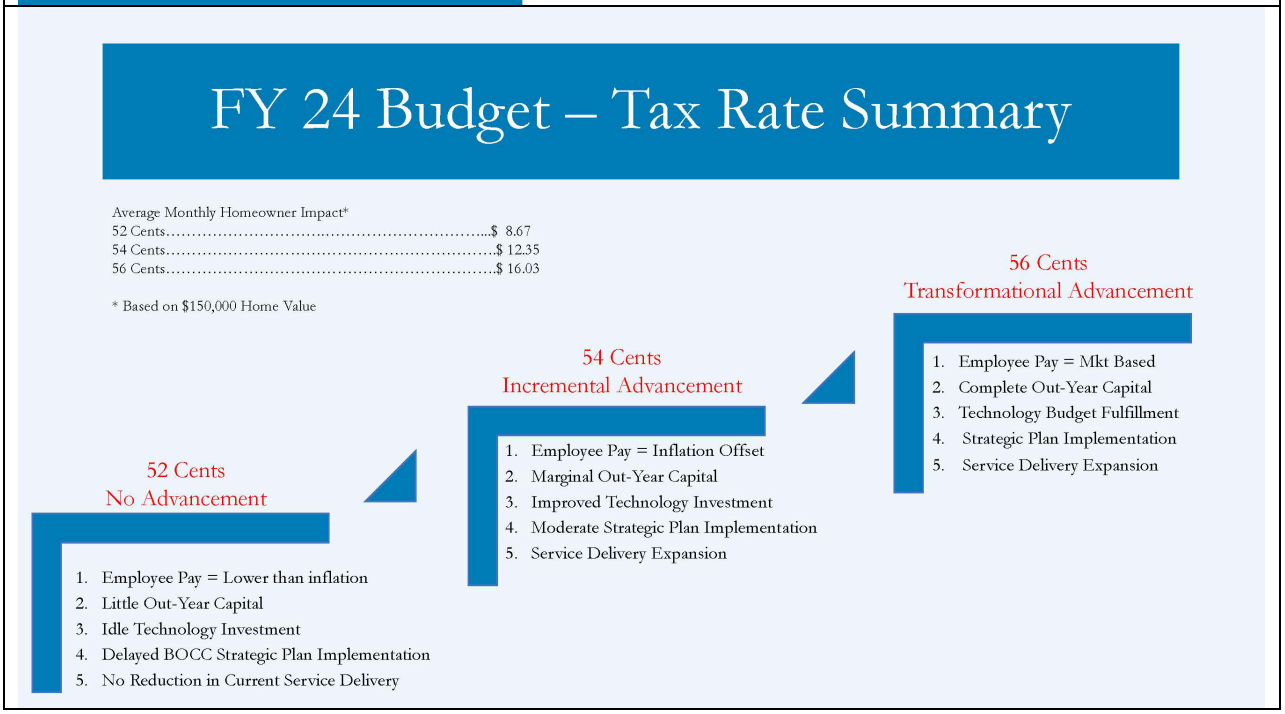

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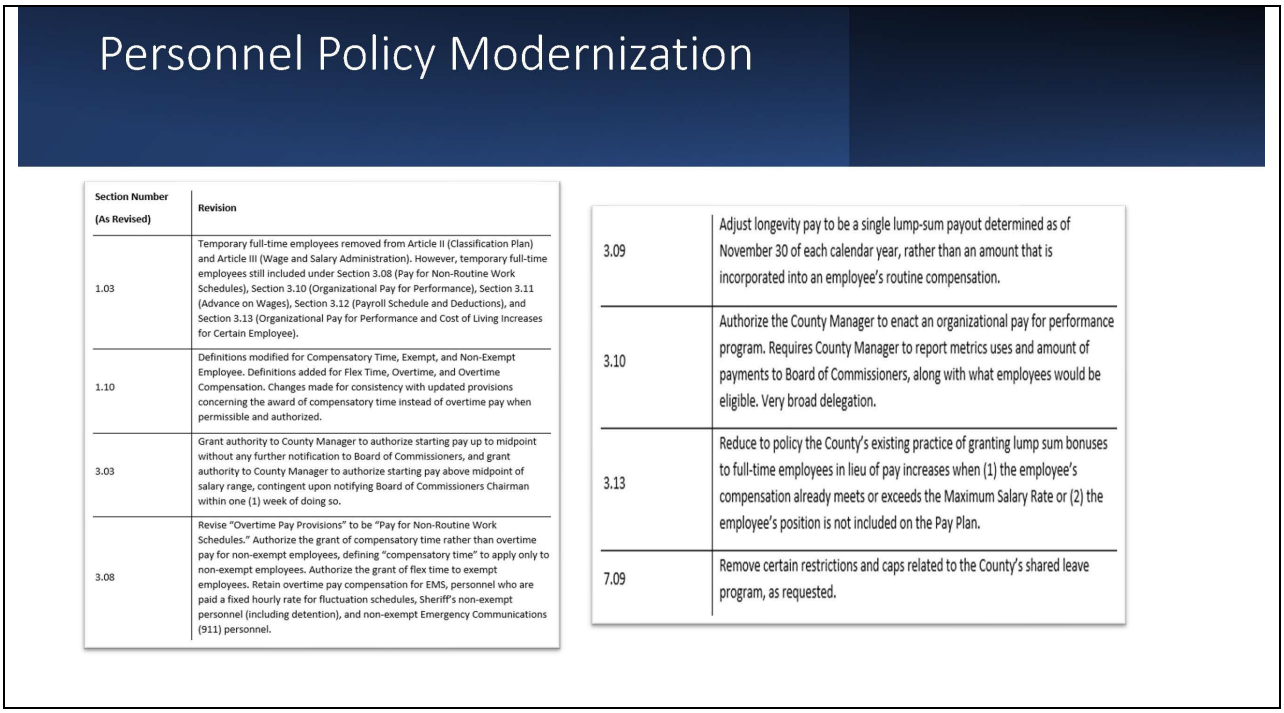

Chairman Mulwee opened the floor to questions or comments. Commissioner Burns thanked everyone involved in the budget process for their contribution and hard work. He was pleased that the proposed budget included a decreased property tax rate of 13.5 cents. Vice Chairman Brittain noted that there was approximately a 19.5% decrease in the tax rate and questioned sustainability before the next revaluation period. Mr. Epley responded that the budget process was extensive and involved a multi-year forecast; therefore, he had a high level of confidence in the sustainability of the tax rate. This budget is more than just the 12-month fiscal year and was designed to be a fluid document to help implement the policies and goals of the Board of Commissioners, he said. Mr. Epley then answered questions about the budget allocated for capital improvement projects from Commissioner Carswell as well as Chairman Mulwee's questions about the budget and broadband expansion for the County. Chairman Mulwee also expressed appreciation for all the hours of work that went into developing the budget.

At 7:01 p.m., Chairman Mulwee opened the public hearing. The Public Hearing Notice was published in the News Herald on May 17, 2023, and June 8, 2023. Additionally, the notice was posted on the County's website (www.burkenc.org) on May 17, 2023.

Dr. Joel Welch, President, Western Piedmont Community College, thanked the Board for visiting the College and for their continued support in the proposed budget.

Debbie Hawkins, Burke County Animal Services volunteer, Chair of the Burke County Animal Advisory Board, spoke in support of the proposed capital improvement funding for a new animal shelter. Ms. Hawkins stated that the current shelter is 50 years old, constantly over capacity, and was not designed to be a welcoming environment for citizens nor pets. With a 40% increased intake since 2020, a new and larger capacity shelter is much needed to keep up the volume of animals in the County's care. Ms. Hawkins asserted that a medical suite to allow for a spay and neuter clinic is also needed.

Tim Buff, Chairman, Burke County Republican Party, read from a letter as follows:

> Good evening, Burke Republican Commissioners, and fellow Burke County citizens. Thank you for this opportunity to allow us to speak to the Board. We, the Republican Party of Burke County, given the economic hardships that Burke citizens are faced with at this time, due to the high cost of everything: food, gasoline, housing, electric bills, et cetera, ask that you not increase the burden for Burke County citizens by way of a tax increase. The revaluation is burdensome enough on its own. Even that will add a substantial financial burden to the people of Burke County. We ask that you hold our tax rate so that there is no increase on our tax bill. Thank you for listening and we hope you will choose to be part of easing the financial burden during these tough times.

Chuck Parris, Morganton resident, spoke against a tax increase. He noted the revaluation was done during a housing market bubble, which he asserted is one of the highest real estate markets in over 20 years. Mr. Parris was concerned about the revaluation coupled with inflation causing an additional financial strain on the populace and would prefer it be deferred until a later time.

Susan Butterworth, Valdese resident, stood in opposition to raising taxes at this time. She requested the Board consider a revenue-neutral tax rate until a time in which a tax increase would pose less of a financial burden on the citizens. She asserted that a revaluation of property during the highest-ever housing market would be unstainable over the long term. She also asked the Board to uphold the conservative values of the republican party platform.

Ronnie York, Burke County resident of 70 years, spoke against the proposed budget. He asserted that the budget has an increase in spending for unexplained, unneeded, health and human services. He also took opposition to expenses needed for new county facilities and infrastructure. Mr. York also was concerned that opioid settlement money would be wasted on inefficient and ineffective drug treatments. Additionally, he was against various new county staff positions being requested as part of the budget proposal.

Gwen Hood, a Better Life Rescue volunteer, Burke County Animal Advisory Board member, Animal Services Foundation volunteer, Burke County Animal Welfare Alliance member, spoke in support of the proposed budget and the development of a new animal shelter. She thanked Chairman Mulwee and Commissioner Carswell for supporting the efforts of the Animal Shelter to reduce the euthanasia rates and to be as humane as possible. Having a shelter with a spay and neuter clinic will save more animal lives and will greatly reduce the number of unwanted, abandoned animals. The addition of a quarantine section in the new shelter could also help in reducing the euthanasia rates by allowing for the isolation of an infected pet who can then be treated individually, rather than risk exposure to the whole shelter population as it currently stands. Ms. Hood then thanked the Commissioners, Clerk Draughn, former County Manager Steen, and current County Manager Epley, for their efforts to help make this new shelter dream into a reality.

Maynard Taylor of Connelly Springs spoke against the property tax revaluation. He cited figures

on how he calculated this would impact his own property. He stated that the increase is unreasonable and that he did file an appeal with the Board of Equalization and Review, which resulted in roughly a $20,000 reduction in the appraised value. He expounded that this tax rate impacts all the other property owners in the county as well. Mr. Taylor then went on to explain how interconnected property tax was to the landfill and fire department taxes. He also conveyed that the expense per night to shelter an animal is an excessive burden for taxpayers to shoulder and he expressed his desire for the Board to choose a zero-based budget. The handout provided by Mr. Taylor on his figures reads as follows:

Tax Impact for 2023 Values and Tax Rate — Maynard & Shirley Taylor Properties

			YEAR								
REID NUMBER	2020 Taxed Value	Deferred Values	2021	2022	2023 Tax Value	Landfill	Fire Dept.	2023 Tax @ 56	2023 Tax @ 54	2023 Tax @ 52	2023 Tax @ .48
60447	1,275.00		10.14	10.39	1,275		1.53	7.14	6.89	6.63	6.12
61775	5,188.00		41.25	42.29	5,188	36.06	6.23	29.05	28.02	26.98	24.90
27409	88,228.00	80,781.00	59.37	60.86	88,228	51.90	8.96	494.08	476.43	458.79	423.49
38906	6,116.00		48.63	49.85	6,116		7.34	34.25	33.03	31.80	29.36
45379	6,267.00		49.83	51.08	6,267		7.32	35.10	33.84	32.59	30.08
17910	147,099.00	74,968.00	596.00	610.99	184,210		89.96	1,031.58	994.73	957.89	884.21
27390	126,755.00		1,083.71	1115.06	177,194	82.00	152.00	992.29	956.85	921.41	850.53
22938	26,028.00			294.12	30,413	82.00	31.23	170.31	164.23	158.15	145.98
Personal P..	25,895.00		226.46	227.64	28,000			156.80	151.20	145.60	134.40
Deferred $$					151,838						
Tax @ .56					850.29						
Tax @ .54					819.93						
Tax @.52					789.56						
Tax @ .48					728.82						
TOTALS.....	432,851	155,749	2,115	2,462	681,918	251.96	304.57	2,950.59	2,845.21	2,739.83	2,529.08
GRAND TOTALS - INCLUDES LANDFILL AND FIRE DEPARTMENT TAX.								3,507.12	3,401.74	3,296.36	3,085.61
Minus the deferred listed on Reid # 27409 & 17910..								850.29	819.93	789.56	698.45
NET GRAND TOTAL TAXES...								2,656.83	2,581.81	2,506.80	2,387.16

Notes..... 1. Our appraisal value increased from $432,851.00 to $681,887.00!

2. Fire Department tax is on 8 pieces of property. Remember I ask when they built a 2nd location if this would create additional tax and the answer was no. The next year you increased it 2 cents. You have not adjusted the rate while the values have 40 to 60 percent. So will all the fire departments increase in funds and why were this not adjusted during the budget process?
3. When you look at our tax amounts for year 2023 and compare to our budgets, you will surmise the following facts.
   - A/ My taxes per year is more than my power bill.
   - B/ My taxes are more than our grocery bill. (This may change this year due to increase in prices.)
   - C/ My taxes are more than my home insurance and cars (4 vehicles) combined.
   - D/ Note the lowest tax @ 48 Cents is about the same as my 2022 Taxes.

Gina Walker Bailey spoke against the proposed budget. She asserted that the government should only tax to raise money for its constitutional functions. Ms. Bailey said she believes in a conservative government that serves the people rather than one that burdens them and that she is against the government taking on debt to spend money it does not have, to avoid passing debts onto future generations. Ms. Bailey expressed concern that the tax revaluation, coupled with inflation, will cause property owners to lose their property.

Jordan Lester, Morganton resident, stated that the last revaluation was completed in 2019 during a housing market bubble. He asserted that the increase in property values will have an impact on associated costs such as homeowners' insurance. He requested that the Board not increase the financial burden on the community.

Ed Mazlish, Morganton resident, spoke against the proposed budget and the tax revaluation increase. He asserted that while the rate is decreasing, the amount being paid out by the taxpayers is increasing due to the property appraisals, which have been impacted by inflation. He implored the Board to put the tax increase to a referendum so that the people could vote on it.

Ronnie York gave a rebuttal comment. He stated that not enough citizens have reviewed the proposed budget which should be kept in mind when considering whether or not to pass the budget as presented.

Gwen Hood gave rebuttal commentary. She disagreed with the views of some of the other speakers who opposed the budget. Ms. Hood reiterated that she approves of the proposed budget and noted that taxpayers bear some responsibility for the animal population by not spaying or neutering their pets and that some taxpayers abandon their pets.

Susan Butterworth gave a rebuttal comment. Ms. Butterworth had complaints about the amount of funding being allocated towards Animal Services and took issue with the animals not being a tax-paying base. She claimed that more money is spent on animals than on seniors or veterans.

Dr. Jennifer McGrady, overseeing veterinarian, Burke County Animal Services, noted that the expenses could be reduced, thus lowering the burden on taxpayers, with a new shelter specifically designed to address the recurring overcapacity issue as well as having a spay and neuter clinic on site which would allow for more work to be performed in-house and provide more, much needed, services for citizens.

There being no one else present to address the Board; therefore, Chairman Mulwee closed the public hearing at 7:58 p.m.

Motion: To adopt the FY 23-24 Budget Ordinance No. 2023-07.

RESULT:	**ADOPTED [4 TO 1]**
MOVER:	Randy Burns, Commissioner
AYES:	Scott Mulwee, Jeffrey C. Brittain, Johnnie W. Carswell, and Randy Burns
NAYS:	Phil Smith

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Ord. No. 2023-07 reads as follows:

Ord. No. 2023-07

BUDGET ORDINANCE
FISCAL YEAR 2023-2024

ARTICLE 42-HALF CENT SALES TAX FUND

SOURCE	AMOUNT
Other taxes	$4,841,000
Intergovernmental Revenues	$435,000
Miscellaneous Revenues	$25,000
Total Revenues - Article 42 Sales Tax Fund	**$5,301,000**
Education	$3,364,600
Transfer to other funds	$1,936,400
Total Expenditures - Article 42 Sales Tax Fund	**$5,301,000**

ARTICLE 39-ONE CENT SALES TAX FUND

SOURCE	AMOUNT
Other taxes	$8,000,000
Intergovernmental Revenues	$900,000
Transfer from Other Funds	$575,000
Total Revenues - Article 39 Sales Tax Fund	**$9,475,000**
Transfer to Other Funds	$9,475,000
Total Expenditures - Article 39 Sales Tax Fund	**$9,475,000**

EMERGENCY TELEPHONE SURCHARGE FUND

SOURCE	AMOUNT
Intergovernmental Revenues	$541,243
Total Revenues - Emergency Telephone Surcharge Fund	**$541,243**
Public Safety	$541,243
Total Expenditures - Emergency Telephone Surcharge Fund	**$541,243**

BUILDING AND CAPITAL FUND

SOURCE	AMOUNT
Transfer from Other Funds	$2,713,560
Total Revenues -Building and Capital Fund	**$2,713,560**
General Government	$2,713,560
Total Expenditures -Building and Capital Fund	**$2,713,560**

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BUDGET ORDINANCE
FISCAL YEAR 2023-2024

CAPITAL RESERVE FUND

SOURCE	AMOUNT
Transfer from Other Funds	$4,323,560
Total Revenues -Capital Reserve Fund	**$4,323,560**
Transfer to Other Funds	$2,713,560
General Government	$1,610,000
Total Expenditures -Capital Reserve Fund	**$4,323,560**

FIRE TAX DISTRICTS FUND

SOURCE	AMOUNT
Property Tax	$6,621,465
Total Revenues - Fire Districts Fund	**$6,621,465**
Public Safety	$6,621,465
Total Expenditures - Fire Districts Fund	**$6,621,465**

DSS CLIENT TRUST FUND

SOURCE	AMOUNT
Intergovernmental Revenues	$320,000
Total Revenues -DSS Client Trust Fund	**$320,000**
Human Services	$320,000
Total Expenditures -DSS Client Trust Fund	**$320,000**

DEED OF TRUST FUND

SOURCE	AMOUNT
Permits and Fees	$70,000
Total Revenues - Deed of Trust Fund	**$70,000**
General Government	$70,000
Total Expenditures - Deed of Trust Fund	**$70,000**

LAW ENFORCEMENT RESTRICTED FUND

SOURCE	AMOUNT
Intergovermental Revenues	$50,000
Total Revenues - Law Enforcement Restricted Fund	**$50,000**
Public Safety	$50,000
Total Expenditures - Law Enforcement Restricted Fund	**$50,000**

BUDGET ORDINANCE
FISCAL YEAR 2023-2024

WATER / SEWER FUND

SOURCE	AMOUNT
Sales and Services	$2,035,820
Miscellaneous Revenues	$12,000
Transfer from other funds	$250,000
Total Revenues - Water/Sewer Fund	**$2,297,820**
Water/Sewer Operations	$2,297,820
Total Expenditures - Water/Sewer Fund	**$2,297,820**

SOLID WASTE FUNDS

SOURCE	AMOUNT
Sales and Services	$5,771,338
Intergovernmental Revenues	$247,000
Miscellaneous Revenues	$15,000
Transfer from General Fund	$291,453
Total Revenues - Solid Waste Fund	**$6,324,791**
Solid Waste Operations	$6,214,791
Transfer to other funds	$110,000
Total Expenditures - Solid Waste Fund	**$6,324,791**

BUDGET ORDINANCE
FISCAL YEAR 2023-2024

SECTION II. TAX RATES LEVIED

An ad valorem tax rate of $0.56 per $100 at full valuation is hereby established as the official tax rate for Burke County for the fiscal year 2023-2024. This rate shall be levied on the estimated taxable value at $10,732,430,199. Revenues are projected at a collection rate not to exceed the latest audited percentage.

Ad valorem tax rates as listed below per $100 at full valuation are hereby established as the official tax rates for Burke County Fire Protection Districts for the fiscal year 2023-2024. These rates shall be levied on the estimated taxable property situated in each district. Revenues are projected at a collection rate not to exceed the latest audited percentage for each district.

Fire District	Property Values	Tax Rate Per $100 of Value
Brendletown	$417,296,299	$ 0.105
Carbon City	$14,654,624	$ 0.080
Chesterfield	$236,107,970	$ 0.130
Drowning Creek	$83,174,407	$ 0.120
Enola	$146,351,034	$ 0.105
George Hildebran	$355,666,199	$ 0.110
Glen Alpine	$206,181,422	$ 0.100
Icard	$807,833,703	$ 0.120
Jonas Ridge	$192,030,605	$ 0.135
Lake James	$419,022,648	$ 0.080
Longtown	$207,652,348	$ 0.120
Lovelady	$695,913,351	$ 0.105
Oak Hill	$638,620,040	$ 0.080
Salem	$676,943,948	$ 0.0716
Smokey Creek	$36,720,198	$ 0.118
South Mountain	$104,083,303	$ 0.136
Triple Community	$673,994,159	$ 0.100
West End	$516,450,427	$ 0.095

SECTION III. FEES

All fees are continued as previously imposed and adopted as shown on Attachment A - Schedule of Fees. Any fee not specifically listed on Attachment A shall be at the last adopted amount. All fees are considered civil penalties whether listed here or in individual ordinances.

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BUDGET ORDINANCE
FISCAL YEAR 2023-2024

SECTION IV. COMPENSATION AND BENEFITS

The following positions are hereby established and added as funded in the budget:

EMS 5 positions
County Manager 2 positions
Health Department 1 position
Human Resources 1 position
Animal Services 2 positions

SECTION V. UTILIZATION OF BUDGET AND BUDGET ORDINANCE

This Ordinance shall be the basis of the financial plan for Burke County government during the 2023-2024 fiscal year. The County Manager shall administer the budget and he shall ensure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the budget. The Deputy County Manager/Finance Director shall establish and maintain records consistent with this ordinance and the appropriate statutes of the State of North Carolina.

The County Manager shall have the authorization to make budget changes between any and all operating funds and departments as long as the Total Fund Estimated Revenues and Total Fund Appropriations remain at the level, including all subsequent amendments, approved and adopted by the County Board of Commissioners, except as provided below.

The County Manager shall have the authorization to include in the budget all prior year budget amounts remaining for outstanding purchase order encumbrances, unspent grants, and other ongoing projects as determined by the Finance Department.

A copy of this ordinance shall be furnished to the Clerk to the Board of Commissioners, the County Manager, and the Deputy County Manager/Finance Director to be kept on file by them for direction in the disbursement of funds.

Adopted this 20th day of June 2023.

Scott Mulwee, Chairman
Burke County Board of Commissioners

ATTEST:

Kay Honeycutt Draughn, CMC, NCMCC
Clerk to the Board

Attachment A – Schedule of Fees

Animal Control and Animal Services	
General Boarding Fee	$10.00 per night
Isolation Boarding Fee	$15.00 per night
Bite Quarantine Pick Up Fee	$20.00 per animal
Owner Surrender Fee	$10.00 per animal
Working Cat Adoption Fee	$10.00 per cat
Civil Penalty - First Offense	$50.00 per offense
Civil Penalty - Second Offense	$100.00 per offense
Civil Penalty - Third Offense	$200.00 per offense
Dog Adoption Fee	$40.00 per dog / puppy
Cat Adoption Fee	$20.00 per cat / kitten
Chemical Capture Fee	$75.00 per animal
Veteran Adoption Fee	$0.00 per animal
Rescue Pull Fee - Cat	$12.00 per cat
Rescue Pull Fee - Kitten (4-8 weeks old)	$5.00 per kitten
Rescue Pull Fee - Dog	$27.00 per dog
Rescue Pull Fee - Puppy (4-8 weeks old)	$12.00 per puppy
Spay / Neuter	$60.00 per animal
Rabies Vaccination	$10.00 per vaccine
Other Species fees	Determined based on the type animal

Building Inspection**	
Minimum Residential (electric, plumbing, mechanical, building)	$75.00 per trade or sq ft fee, whichever is greater
Residential (unclassified)	$75.00
Permit Multiplier - Residential	0.0039
Minimum Commercial (electric, plumbing, mechanical, building)	$100.00 per trade or sq ft fee, whichever is greater
Commercial (unclassified)	$100.00
Permit Multiplier - Industrial	0.0043
Mobile Home (Single/Double)	$200.00
Stick Built/Modular	based on sq ft
Plan Review Fee	$100.00
Above-Ground Pool	$75.00
In-Ground Pool	$150.00
Commercial Pool	$200.00
Day Care Consultations	$100.00
Commercial Signs	$100.00 - $200.00
Call Back	$75.00
Temporary Power	$250.00
Additional Inspection (regular bus hours)	$75.00
Additional Inspection (after hours/weekend)	$150.00 min
Homeowner Recovery Fund (as required by G.S. 87-15.6(b))	$10.00

* If work is performed before issue of permit, double permit fee.

**For the full modifiers and examples, see the Planning Department and the International Building Code, Building Valuation Data chart in effect at July 1 each fiscal year.

DSS	
Child Support Application	$25.00
NC Health Choice (1 child)	$50.00
NC Health Choice (2 or more children)	$100.00
HCWD enrollment	$50.00

EMS-Ambulance Services	
All Transport Fees	150% of Medicare rates

Environmental Health

On-Site Wastewater Permitting:	
Permitting New Type I, II, III Systems	$325.00
Permitting New Type IIIb (pump) Systems	$425.00
Permitting New Type IV Systems	$525.00
Permitting New Type V or VI Systems	$825.00
Expansion of Existing System	$175.00
Verification of Septic System	$100.00
Repair Permits	No Charge
Call Back Fee	$50.00
Addendum Fee	$50.00
Required Septic System Re-Inspections:	
Type IIIb System (every 5 years)	$100.00
Type IV System (every 3 years)	$125.00
Type V System (once per year)	$175.00
Type VI System (every 6 months)	$175.00
*Fee waived if owner has Certified Operator	
Private Well Water:	
New Well Permit	$325.00
Well Repair Permit	$175.00
Bacteriological Well Water Sample	$60.00
Chemical Well Water Sample	$110.00
Public Swimming Pools:	
Annual Permit Fee	$150.00
New Pool/Spa Plan Review	$250.00
Remodel Pool/Spa Plan Review	$150.00
Tattoo or Piercing Parlor/Artist:	
Tattoo or Piercing Parlor Annual Fee	$200.00
Tattoo or Piercing Artist	$200.00
Tattoo Artist/Parlor Plan Review	$200.00
Food Service:	
Plan Review (Restaurants, Food Stands, Meat Markets, School Lunchrooms)	$250.00
Plan Review (Mobile Food Unit)	$150.00
Plan Review (Push Cart)	$100.00
Temporary Food Permit	$75.00
Preliminary/Consultative Visit	$75.00

Finance

Returned check fee on all County payments except tax	$25.00

Fire Inspection Fees	
Underground Storage Tank Removal Permit	$150.00
Underground Storage Tank Installation	$150.00
Aboveground Tank Installation	$100.00
Blasting Permit	$150.00
Bonfire Permit	$20.00
Fireworks Display Permit	$100.00
Foster Homes	$50.00
Family Care Homes	$100.00
Group Homes	$100.00
Day Cares	$100.00
Assembly – Small	$100.00
Assembly – Large	$150.00
Business	$100.00
Factory – Less Than 10,000 Square Feet	$150.00
Factory – Over 10,000 Square Feet	$200.00
Hazardous	$150.00
Institutional	$150.00
Motels	$150.00
Storage – Less Than 10,000 Square Feet	$150.00
Storage – Over 10,000 Square Feet	$200.00
Fire Suppression System Over Cooking Operations	$50.00
Sprinkler Systems	$100.00
ABC Permit	$100.00
Fire Alarm Install or Upgrade	$50.00
Vacant Property Placard	$70.00
Vacant Property Posting	$100.00
Operational Permits required by NC Fire Code	$100.00
Construction Permits required by NC Fire Code	$100.00
Plan Review	$50.00

<u>Fines for Civil Violations</u>

Improper Use of Drop Cords/Surge Protectors	$100.00
Fire Extinguisher Violation	$100.00
Improper Storage of Flammable & Combustible Liquids	$100.00
Illegal Burning	$100.00
Failure to Maintain Fire Alarm, Sprinkler, or Cooking Suppression System	$100.00
Failed Re-Inspection - Additional Visit Fee per Visit	$50.00
Blocked Fire Lane, Fire Hydrant, Standpipe or Fire Department Connection	$50.00
Emergency Exit Light/Emergency Egress Light Violation	$50.00
Illegal Fireworkds Violation (Subject to Seizure of Product)	$500.00
Occupant Load Violation	$250.00

Foothills Higher Education Conference Center

In-County

Conference Area:	Daily Rate	Damage Deposit
North Hall or South Hall (7,360 sq ft, 350 ppl)	$700.00	$700.00
Multi-Purpose Room (14710 sq ft, 700 ppl)	$1,400.00	$1,400.00
Alcohol Fee (Must rent Multi-Purpose)	$250.00	--
Kitchen (600 sq ft)	$300.00	--
Small Meeting(A/V equipped) (590 sq ft, 30 ppl)	$200.00	$75.00
Break Out Rooms:		
Small Room(1000 sq ft, 40 ppl)	$125.00	$100.00
Large Room (1680 sq ft, 60 ppl)	$175.00	$150.00
County Department Fee (non-training events, 700 ppl)	$325.00	--

* If admission is charged- 10% of gross receipts or 10% of table sales

Out-of-County

Conference Area:	Daily Rate	Damage Deposit
North Hall or South Hall (7,360 sq ft, 350 ppl)	$725.00	$700.00
Multi-Purpose Room (14710 sq ft, 700 ppl)	$1,425.00	$1,400.00
Alcohol Fee (Must rent Multi-Purpose)	$250.00	--
Kitchen (600 sq ft)	$300.00	--
Small Meeting(A/V equipped) (590 sq ft, 30 ppl)	$225.00	$75.00
Break Out Rooms:		
Small Room(1000 sq ft, 40 ppl)	$150.00	$100.00
Large Room (1680 sq ft, 60 ppl)	$200.00	$150.00

* If admission is charged- 10% of gross receipts or 10% of table sales

IT/GIS

Letter	$0.15
Map prints and copies	
Letter size map	$1.00
Ledger (11x17)	$1.00
Arch C (18x24)	$3.00
Arch D (24x36)	$6.00
Arch E (36x48)	$12.00
Oversize - per square foot	$1.00 per sq ft

Health Dept

Contact the Health Department for a complete list of fees.

Library

Replacement library card	$5.00
Lost or damaged book	actual cost
Copier, printer, & wordprocesser	.25 page
Fax	$1.00 page

Parks / Recreation	
Picnic Shelters	
4 Hours	$35.00
8 Hours	$60.00
Ball Field Rentals	
Per Field per Day	$90.00
Per Field per day with Lights	$165.00
Per Hour per Field (Out of County Teams)	$15.00
Per Hour Light Usage	$25.00
Ball Field Rentals	
Baseball and Softball (Tarheel dues addtional)	$80.00 /team
Basketball	$95.00 /team
Football	$95.00 /team
Indoor Soccer	$70.00 /team
Outdoor Soccer	$80.00 /team

* If a team forfeits more than twice in a season, there may be a $50.00 forfeit fee.

Planning/Zoning	
Residential Zoning Permit	$35.00
Non-Residential Zoning Permit	$100.00
Non-Residential Zoning Permit & Minor Site Plan Review	$150.00
Non-Residential Zoning Permit & Major Site Plan Review	$250.00
Telecommunications Tower - New	$3,500.00
Telecommunications Tower - Co-location – Major Upgrade	$2,000.00
Telecommunications Tower - Co-location – Minor Upgrade	$1,000.00
Sign Permit	$50.00
Minor Shoreline Protection Permit	$150.00
Major Shoreline Protection Permit	$300.00
Resubmittal, Re-inspection, or Call Back Fee	$50.00
Rezoning Application	$650.00 + $25/ac
Zoning Ordinance Amendment	$650.00
Special Use Permit Application	$450.00
Zoning Variance Request	$450.00
Interpretation of Use District Map	$450.00
Zoning Appeal	$450.00
Zoning Conformity Letter	$35.00
Exempt Subdivision Review	$25.00
Minor Subdivision Review	$100.00
Major Subdivision Review (Prelim)	$500.00 + $5/lot
Major Subdivision Review (Final)	$500.00 + $3/lot
Street Signs	$200.00
Subdivision Appeal	$450.00
Subdivision Text Amendment	$650.00
Subdivision Variance Request	$450.00
Floodplain Development Permit	$100.00
Floodplain Ordinance Appeal	$450.00
Short Term Rental Permit	$100.00

* If work is performed before issue of permit, double permit fee.

Sheriff's Office

Fingerprints	$10.00
New Conceal Carry Permit	$90.00
New Conceal Carry Permit - Active LEO	$80.00
New Conceal Carry Permit - Retired LEO	$45.00
Renewal Conceal Carry Permit	$75.00
Renewal Conceal Carry Permit - Retired LEO	$40.00
Handgun Purchase Permit	$5.00 each
Service Fee for Civil Papers	$30.00 per person
Sale of Property by Judgment (necessary expenses for sale)	5% on the first $500, 2.5% on all sums over $500

Register of Deeds

Land Records:	
Instruments In General	$26.00 15 pages, $4 each additional page
Deeds of Trusts or Mortgages	$64.00 35 pages, $4 each additional page
State Excise Tax on Real Estate Conveyances	$2.00 per thousand ($1.00 up to $500.00)
Additional Index Reference on Assignment	$10.00
Additional Required Indexed Party (Over 20)	$2.00 per name
Multiple Instruments In one Document	$10.00 each additional instrument
Nonstandard Document	$25.00 + other applicable recording fees
Plats:	
Each Original or Revised Plat Recorded	$21.00 per sheet or page
Certified copy	$5.00
Uniform Commercial Code:	
One or Two Pages	$38.00
Three to Ten Pages	$45.00
Over Ten Pages	$45.00 10 pages, $2 each additional page
Removal of Graves Certificate	$12.00 first page, $3 each additional page
Right-Of-Way Plans:	
Each Original or Amended Plan And Profile Sheet	$21.00 first page, $5 each additional page
Certified copy	$5.00
Comparing copy for Certification	$5.00
Military Service Record:	
Filing And Recording Discharge	No Fee
1 Certified copy	No Fee
Certified copy which no other provision is made	$5 first page, $2 each additional page
Marriage License Fees:	
Issuing License	$60.00 - cash only
Delayed Certificate with 1 Certified copy	$20.00
Amendment of Marriage App, License or Certificate, with 1 certified copy	$10.00
Certified copy of a Vital Record (Birth, Death, Marriages)	$10.00

Register Birth Certificate:	
Prepare paperwork when birth to be registered in another county	$10.00
Register papers prepared in another county with 1 certified copy	$10.00
Prepare papers and register in the same county with 1 certified copy	$20.00
Amendment of Birth or Death Record:	
Prepare amendment affecting correction	$25.00
1 certified copy	$10.00
Legitimations:	
Prepare documents (does not include a certified copy)	$25.00
Certified copy of birth record	$10.00
Qualifications of Notary Public	$10.00
Notary Authentication	$5.00
Acknowledgements	$5.00 per signature, $10.00 per electronic
State Vital Records Search	$14.00
State Vital Records for Network Access	$24.00 first copy, $15.00 each additional copy
Miscellaneous Services:	
Passport Photo Service	$10.00 per 2x2 picture
Plain copies	$ .25 per page
Expedited Mail Services-Domestic	$16.00
Expedited Mail Services-International	$45.00

Tax	
Garnishment Fee	$30.00
Returned Checks on tax payments	$25.00 or 10%, whichever is greater
Room Occupancy Tax	6%
Failure to pay	$5.00 or 10%, whichever is greater
Failure to file	5% of tax + 5% for each month up to 25%
Short term Rental Vehicles	County 1.5% of gross receipts City of Hickory 1.5% of gross receipts
ABC License	
On-premises malt (Beer)	$15.00
Off-premises malt (Beer)	$5.00
On-premises unfortified wine and/or fortified wine	$15.00
Off-premises unfortified wine and/or fortified wine	$10.00

Solid Waste

Residential Dwelling Fee	
Regular Rate	$88.00 per year
Qualified Reduced Rate	$44.00 per year
Boiler Fuel	$12.75 per ton
Brush	$36.75 per ton
Commercial/Industrial	$79.00 per ton
Construction/Demolition	$43.25 per ton
Pallets	$46.50 per ton
Roofing Material	$43.25 per ton
Single Wide Mobile Homes	$625.00 each
Double Wide Mobile Homes	$760.00 each
Triple Wide Mobile Homes	$900.00 each
Rims with Tires (up to 20")	$4.00 per rim
Rims with Tires (Greater than 20")	$5.50 per rim
Sale of Wooden Pallets	$1.50 each
Weigh Truck only	$10.00 each

Water

Basic Monthly Service	$25.00
Consumption Rate	$6.50 per 1,000 gallons
3/4" Tap and meter	$1,500.00
1" Tap and meter	$2,000.00
2" Tap and meter	$3,800.00
3" Tap and meter	$10,750.00
Account Deposit	$150.00
Re-connect	$50.00
Unauthorized Tap	$2,500.00
Meter Tampering 1 offense	$500.00
Meter Tampering 2 offense	Revocation
Meter Re-installation	$350.00
Late Fee	10% of outstanding balance

Leak Adjustments:

Number of gallons leaked will be considered the number of gallons that is in excess of the previous 12-month average gallon usage. The number of gallons leaked will be charged at fifty percent (50%) of the per gallon rate at the time of the adjustment.

Sewer

Basic Monthly Service	$25.00
Consumption Rate	$6.50 per 1,000 gallons
Tap	
4"	$1,000.00
6"	$1,750.00
8"	$5,000.00
Account Deposit	$150.00
Unauthorized Tap	$2,500.00
Late Fee	10% of outstanding balance

Leak Adjustments:

Number of gallons leaked will be considered the number of gallons that is in excess of the previous 12-month average gallon usage. The number of gallons leaked will be charged at fifty percent (50%) of the per gallon rate at the time of the adjustment.

At the request of Chairman Mulwee, County Manager Epley reviewed the requested action for the public school system funding.

Motion: To approve a Memorandum of Agreement between Burke County and the Burke County Board of Educators for FY 23-24.

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

At the request of Chairman Mulwee, County Manager Epley reviewed the requested action for the personnel policies as presented earlier in the meeting.

Motion: To approve the personnel policies as presented.

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

Personnel policies reads as follows:

Section Number (As Revised)	Revision
1.03	Temporary full-time employees removed from Article II (Classification Plan) and Article III (Wage and Salary Administration). However, temporary full-time employees still included under Section 3.08 (Pay for Non-Routine Work Schedules), Section 3.10 (Organizational Pay for Performance), Section 3.11 (Advance on Wages), Section 3.12 (Payroll Schedule and Deductions), and Section 3.13 (Organizational Pay for Performance and Cost of Living Increases for Certain Employee).
1.10	Definitions modified for Compensatory Time, Exempt, and Non-Exempt Employee. Definitions added for Flex Time, Overtime, and Overtime Compensation. Changes made for consistency with updated provisions concerning the award of compensatory time instead of overtime pay when permissible and authorized.
3.03	Grant authority to County Manager to authorize starting pay up to midpoint without any further notification to Board of Commissioners, and grant authority to County Manager to authorize starting pay above midpoint of salary range, contingent upon notifying Board of Commissioners Chairman within one (1) week of doing so.
3.08	Revise "Overtime Pay Provisions" to be "Pay for Non-Routine Work Schedules." Authorize the grant of compensatory time rather than overtime pay for non-exempt employees, defining "compensatory time" to apply only to non-exempt employees. Authorize the grant of flex time to exempt employees. Retain overtime pay compensation for EMS, personnel who are paid a fixed hourly rate for fluctuation schedules, Sheriff's non-exempt personnel (including detention), and non-exempt Emergency Communications (911) personnel.
3.09	Adjust longevity pay to be a single lump-sum payout determined as of

	November 30 of each calendar year, rather than an amount that is incorporated into an employee's routine compensation.
3.10	Authorize the County Manager to enact an organizational pay for performance program. Requires County Manager to report metrics uses and amount of payments to Board of Commissioners, along with what employees would be eligible. Very broad delegation.
3.13	Reduce to policy the County's existing practice of granting lump sum bonuses to full-time employees in lieu of pay increases when (1) the employee's compensation already meets or exceeds the Maximum Salary Rate or (2) the employee's position is not included on the Pay Plan.
7.09	Remove certain restrictions and caps related to the County's shared leave program, as requested.

Chairman Mulwee serves on the VEDIC (Valdese Economic Development Investment Corporation) Board of Directors. Therefore, he turned the meeting over to Vice Chairman Brittain.

Motion: To recuse Chairman Mulwee and authorize Vice Chairman Brittain to facilitate the VEDIC (Valdese Economic Development Investment Corporation) vote in accordance with Rule #30, BOC Rules of Procedures & NCGS 14-234.3.

RESULT:	**APPROVED [4 TO 0]**
MOVER:	Randy Burns, Commissioner
AYES:	Jeffrey C. Brittain, Johnnie W. Carswell, Phil Smith, and Randy Burns
RECUSED:	Scott Mulwee

Motion: To execute funding for VEDIC (Valdese Economic Development Investment Corporation) for FY 24.

RESULT:	**APPROVED [4 TO 0]**
MOVER:	Randy Burns, Commissioner
AYES:	Jeffrey C. Brittain, Johnnie W. Carswell, Phil Smith, and Randy Burns
RECUSED:	Scott Mulwee

Vice Chairman Brittain turned the meeting back over to Chairman Mulwee. Vice Chairman Brittain serves on the Burke Development Inc. Board of Directors.

Motion: To recuse Vice Chairman Brittain for the BDI (Burke Development Inc.) in accordance with Rule #30, BOC Rules of Procedures & NCGS 14-234.3.

RESULT:	**APPROVED [4 TO 0]**
MOVER:	Randy Burns, Commissioner
AYES:	Scott Mulwee, Johnnie W. Carswell, Phil Smith, and Randy Burns
RECUSED:	Jeffrey C. Brittain

Motion: To execute funding to BDI (Burke Development Inc.) for FY 24.

RESULT:	**APPROVED [4 TO 0]**
MOVER:	Randy Burns, Commissioner
AYES:	Scott Mulwee, Johnnie W. Carswell, Phil Smith, and Randy Burns
RECUSED:	Jeffrey C. Brittain

INFORMAL PUBLIC COMMENTS
Chairman Mulwee opened the floor for informal public comments and asked speakers to limit their comments to three minutes.

David Moore, Ashville resident, has worked in Burke County for the last 40 years. Mr. Moore is an archaeologist at Exploring Joara Foundation (EJF) and spoke on the value of living history. EJF offers public history programs on Native Americans at Joara as well as the earliest Spanish explorers of Fort San Juan. EJF also has a permanent exhibit at the History Museum. Mr. Moore gave a brief history of the Joara and the Spanish explorers at Fort San Juan.

Rev. Tommy Carpenter experienced mobility issues and his comments concerning the removal of the confederate monument in the courtyard square were read aloud with the assistance of Carla Kincaid. On behalf of the Burke Coalition for Reconciliation, he expressed love and appreciation to the Commissioners and was hopeful that the two groups would come to a conclusion that is right for Burke County.

Carla Kincaid, Oakhill community, gave a brief history of Juneteenth. Ms. Kincaid expressed her hope that the confederate statue in the courtyard square would one day be removed.

Bev Carlton stated that June is National Home Ownership Month. In light of that, Ms. Carlton spoke about all of the services Olive Hill Community Economic Development Corporation (OHCEDC) offers in helping achieve or maintain home ownership. She also expressed her desire that June 24th be declared as Multicultural Unity Day and then read a sample proclamation declaring it as such.

Brian Epley, County Manager, apologized to the Board and the public. He stated he had a meeting with Ms. Carlton approximately two (2) weeks before the meeting but was unable to put together everything needed for an agenda item on the Proclamation of Multicultural Unity Day in the limited time allotted.

There was no one else to address the Board; therefore, Chairman Mulwee closed this portion of the meeting.

CONSENT AGENDA
At the request of the Board, Brian Epley, County Manager, reviewed the following 12 items on the consent agenda, which were approved by a single motion.

AAA (WPCOG AREA AGENCY ON AGING) - HOME & COMMUNITY CARE BLOCK GRANT FY 23 - 24
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 are no changes in services or providers for FY 23 - 24.

	A				B	C	D	E	F	G	H	I
	Block Grant Funding				Required	Net	NSIP	Total	Projected HCCBG	Projected Reimbursement	Projected HCCBG	Projected Total
Services	Access	In-Home	Other	Total	Local Match	Service Cost	Subsidy	Funding	Units	Rate	Clients	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: 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.

Motion: To approve the Home and Community Care Block Grant (HCCBG) funding allocations as recommended by the Burke County Council on Aging and approve the HCCBG agreement between Burke County and the Western Piedmont Council of Governments Area Agency on Aging for FY 23 - 24, subject to review and / or revision by the County Attorney. Further, authorize the Chairman to execute the aforementioned documents.

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

BOC / FINANCE - REAPPOINTMENT OF TAX ADMINISTRATOR

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, 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.

Motion: To reappoint John Bridgers as the Burke County Tax Administrator, effective July 1, 2023, for a 4-year term.

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

CLERK - RESOLUTION AMENDING THE 2023 MEETING SCHEDULE

The following resolution cancels the July and August pre-agenda meetings due to scheduling conflicts.

Motion: To adopt Resolution No. 2023-10.

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

Resolution No. 2023-10 reads as follows:

BURKE COUNTY
NORTH CAROLINA

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 3:00 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 canceled meetings will be provided pursuant to NC General Statute 143-318.12.

Adopted this 20th day of June 2023.

/s/: Scott Mulwee
Scott Mulwee, Chairman
Burke Co. Board of Commissioners

Attest:
/s/: Kay Honeycutt Draughn
Kay Honeycutt Draughn, CMC, NCMCC

Clerk to the Board

CLERK - APPOINTMENTS / REMOVALS TO JCPC
The following seats on the JCPC have terms ending on June 30, 2023:

Seat No. 2:	Police Chief	Captain Keith Bowman
Seat No. 3:	Sheriff	Sheriff Banks Hinceman
Seat No. 5:	Chief Court Counselor	Ronn Abernathy
Seat No. 6:	Mental Health	Katie Varnadoe
Seat No. 7:	DSS	Korey Fisher-Wellman
Seat No. 8:	Co. Mgr. / Designee	Jennifer Forney
Seat No. 10:	Faith	Rev. Jasper Hemphill
Seat No. 16:	Business	Damion Patton
Seat No. 17:	Health	Tammy Miller
Seat No. 20:	At-large	Steven Moody
Seat No. 22:	At-large	Nicki Carpenter
Seat No. 23:	At-large	Camey Ervin

All members desire reappointment except the mental health representative. An application was received from Paul Holden from Partners Health Management. Seat No. 18 (United Way / Nonprofit) is vacant. An application was received from Sarah Crisp, Work in Burke Program Manager. The term expires June 30, 2024. Exceptions to Sec. 2-88 (a & e, membership requirements: residency and length of service) of the Code of Ordinances are requested as needed.

Motion: To reappoint the following members to the JCPC for 2-year terms ending June 30, 2025: Captain Bowman (Seat No. 2), Sheriff Hinceman (Seat No. 3), Ronn Abernathy (Seat No. 5), Korey Fisher-Wellman (Seat No. 7), Jennifer Forney (Seat No. 8), Jasper Hemphill (Seat No. 10), Damion Patton (Seat No. 16), Tammy Miller (Seat No. 17), Steven Moody (Seat No. 20), Nicki Carpenter (Seat No. 22) and Camey Ervin (Seat No. 23).

To remove Katie Varnadoe's name from the roster, thank her for her service to the community and appoint Paul Holden to the JCPC, Seat No. 6, to complete the remainder of a 2-year term ending June 30, 2024.

To appoint Sarah Crisp to the JCPC, Seat No. 18, to complete the remainder of a term ending June 30, 2024.

To approve exceptions to Sec. 2-88 (a & e, membership requirements: residency and length of service) of the Code of Ordinances as needed.

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

CLERK - APPOINTMENT TO THE BURKE CO. BOARD OF ADJUSTMENT
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.

Motion: To remove Robert Love's name from the official roster for the Burke Co. Board of Adjustment and thank him for his service to the community. To appoint Ray Johnson to the Burke Co. Board of Adjustment, Seat No. 3, West, to complete the remainder of a term ending September 30, 2023.

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

CLERK - REAPPOINTMENT TO THE DSS BOARD

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	8/18/2020
		502 Willowbrook Drive		
		Morganton NC 28655	TE	6/30/2023

Motion: To reappoint Nancy Wood to the Board of Social Services, Seat No. 1, at-large, for a 3-year term ending June 30, 2026.

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

CLERK - APPOINTMENT TO THE WPCC BOARD OF TRUSTEES

The removal of Mr. Bill Lennon, Western Piedmont Community College Board of Trustees, Seat No. 3, was 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.

Motion: To remove Bill Lennon's name from the official roster of the WPCC Board of Trustees and thank him for his service to the community. To appoint Scott Mulwee to the WPCC Board of Trustees, Seat No. 3, for a 4-year term ending June 30, 2027.

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

CLERK - REAPPOINTMENT / REMOVAL TO PARTNERS HEALTH MANAGEMENT CFAC

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 beginning July 1, 2023 - June 30, 2026. Since Mr. Nelson is a Burke County resident, the Burke Co. Board of Commissioners was requested to make the appointment.

Ms. Linda McCrary served two 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, was requested.

Motion: To reappoint Barry Nelson to Partners Health Management's Consumer Family Advisory Committee representing Category No. 13 of section 122C-181.1 (administrator of a hospital providing MH, I/DD and SU emergency services) for a 3-year term beginning July 1, 2023, and ending June 30, 2026. To remove Ms. McCrary's name from the Partners CFAC roster and thank her for her service to the community. To reappoint Commissioner Brittain to the Partners Health Management Board to complete a 3-year term ending June 30, 2026, effective July 1, 2023.

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

GENERAL SERVICES - APPROVAL OF WATER SHORTAGE RESPONSE PLAN

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, or 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, posting notices at the Comm. Development office as well as the Water & 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 was requested.

Motion: To adopt Resolution No. 2023-12.

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

Resolution No. 2023-12 reads as follows:

BURKE COUNTY
NORTH CAROLINA

RESOLUTION TO APPROVE THE
BURKE COUNTY WATER SHORTAGE RESPONSE PLAN

WHEREAS, North Carolina General Statute 143-355 (l) 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 (l) 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.

Adopted this 20th day of June 2023.

/s/: Scott Mulwee
Scott Mulwee, Chairman
Burke Co. Board of Commissioners

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

GENERAL SERVICES - HVAC PROJECT - FOOTHILLS HIGHER EDUCATION BUILDING
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
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.

Motion: To authorize the County Manager to execute a contract with Pyatt Heating and A/C Co, Inc., in the amount of $96,125 for the replacement of two (2) Trane rooftop units at the Foothills Higher Education Center building.

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

TAX DEPT. - TAX COLLECTION REPORT FOR MAY 2023
The Board of Commissioners was presented with the Tax Collection Report for the period between July 1, 2022, and May 31, 2023. This reflects the status of collections by the Burke County Tax Collection's Staff. This information is a supplement to the Annual Settlement Report.

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

Motion: To accept the Tax Collection Report for May 2023 as presented.

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

TAX DEPT. - RELEASE REFUND REPORT FOR MAY 2023

Releases in value and / or refunds of taxes typically occur when:

- ☐ Taxpayers submit information that creates a reduction in value.
- ☐ Situs is corrected between counties and/or municipalities.
- ☐ Valuation appeals reduce the value for real or personal property.
- ☐ The postmark reveals a payment was timely sent.

The Board of Commissioners was presented with the following list of releases and refunds for consideration. The Net Release is a result of the Report Amount minus the Rebilled Amount.

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

Motion: To approve the Tax Releases and Refunds for May 2023 as presented.

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

The Tax Release Report reads as follows:

Bill #	Taxpayer Name	Bill Date	Operator ID (Name)	Release Date	Orig Bill Amount($)	Release Amount($)	Bill Amount after Release($)
TAX DISTRICT: BURKE COUNTY	RELEASE REASON: Adjustment						
0024072602-2023-2022-0000-00-REG	NICHOLS, APRIL ALDRIDGE	5/30/2023	KAYLA BURGESS	5/30/2023	437.37	138.36	299.01
Subtotal					437.37	138.36	299.01
TAX DISTRICT: BURKE COUNTY	RELEASE REASON: Business Closed						
0024034346-2020-2020-0000-00-REG	FUN MUGS PHOTO BOOTH	7/1/2020	LINDA WILBUR	5/8/2023	156.66	156.66	0.00
Subtotal					156.66	156.66	
TAX DISTRICT: BURKE COUNTY	RELEASE REASON: Not in Burke County						
0000073737-2022-2022-0000-00-REG	HUDSON, BETTY	7/1/2022	LINDA WILBUR	5/26/2023	13.30	13.30	0.00
0024050077-2022-2022-0000-00-REG	HUGHES, PHILLIP	7/1/2022	KAYLA BURGESS	5/31/2023	26.15	26.15	0.00
Subtotal					39.45	39.45	
TAX DISTRICT: BURKE COUNTY	RELEASE REASON: Process Correction						
0000084390-2015-2015-0000-00-REG	CHESTER, KENNETH W	7/1/2015	LINDA WILBUR	5/8/2023	113.10	113.10	0.00
0000084390-2016-2016-0000-00-REG	CHESTER, KENNETH W	7/1/2016	LINDA WILBUR	5/8/2023	116.10	116.10	0.00
0000084390-2017-2017-0000-00-REG	CHESTER, KENNETH W	7/1/2017	LINDA WILBUR	5/8/2023	127.45	127.45	0.00
Subtotal					356.65	356.65	
TAX DISTRICT: BURKE COUNTY	RELEASE REASON: Value Change						
0000082245-2014-2014-0000-01-REG	ALOFT LLC	7/1/2014	LINDA WILBUR	5/16/2023	183.26	179.52	3.74
0000082245-2015-2015-0000-01-REG	ALOFT LLC	7/1/2015	LINDA WILBUR	5/16/2023	183.26	179.52	3.74
0000082245-2016-2016-0000-01-REG	ALOFT LLC	7/1/2016	LINDA WILBUR	5/16/2023	183.26	179.52	3.74
0000082245-2017-2017-0000-00-REG	ALOFT LLC	7/1/2017	LINDA WILBUR	5/16/2023	187.31	183.48	3.83
0000082245-2018-2018-0000-00-REG	ALOFT LLC	7/1/2018	LINDA WILBUR	5/16/2023	187.31	183.48	3.83
0000082245-2019-2019-0000-00-REG	ALOFT LLC	7/1/2019	LINDA WILBUR	5/16/2023	187.31	183.48	3.83
0000082245-2020-2020-0000-00-REG	ALOFT LLC	7/1/2020	LINDA WILBUR	5/16/2023	187.31	183.48	3.83
0000082245-2021-2021-0000-00-REG	ALOFT LLC	7/1/2021	LINDA WILBUR	5/16/2023	187.31	183.48	3.83
0000082245-2022-2022-0000-00-REG	ALOFT LLC	7/1/2022	LINDA WILBUR	5/16/2023	420.48	416.65	3.83
Subtotal					1,906.81	1,872.61	34.20
				Total	2896.94	2,563.73	333.21

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 2007. For almost 16 years, he has continuously served in this capacity until his recent resignation. Mr. Love's service to Burke County is praiseworthy. Applications were received from Terry Yount and Jennifer Francis.

Chairman Mulwee opened the floor for nominations. Commissioner Carswell nominated Jennifer Francis to fill Seat No. 1 on the Jury Commission. With there being no others, Chairman Mulwee closed the floor for nominations.

Motion: To remove Mr. Love's name from the official roster for the Jury Commission and thank him for his service to the community. To appoint Jennifer Francis to the Jury Commission to complete the remainder of a term ending September 30, 2023.

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

CLERK - REAPPOINTMENTS TO THE REGIONAL AGING ADVISORY COMMITTEE
Information from the agenda packet:

> 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 and 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.

Kay Draughn, Clerk to the Board, reported the terms of appointments for Mary Wright (Seat No. 1), Paige Pitts (Seat No. 2) and Stephanie Berry (Seat No. 4) on the Regional Aging Advisory Committee end June 30th. All members are eligible and willing to serve a second 2-year term. An application was received from Jennifer Francis.

Chairman Mulwee opened the floor for nominations. Vice Chairman Brittain nominated Mary Wright to fill Seat No. 1, Paige Pitts to fill Seat No. 2 and Stephanie Berry to fill Seat No. 4. With there being no others, Chairman Mulwee closed the floor for nominations.

Motions: To reappoint Mary Wright (Seat No. 1), reappoint Paige Pitts (Seat No. 2) and reappoint Stephanie Berry, (Seat No. 4) to the Regional Aging Advisory Committee / Council for 2-year terms ending June 30, 2025.

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

CM - APPROVAL OF YEAR END BUDGET AMENDMENT
Brian Epley, County Manager, requested the approval of the year-end budget amendment. This is to prepare for the close-out of the fiscal year and the upcoming annual audit. If approved, it will also initiate the beginning of the Commissioner's Capital Improvement Plan. The Ordinance is required to utilize the American Recovery Plan Act (ARPA) funding.

Motion: To approve Budget Amendment No. 1 as presented and adopt Ordinance No. 2023-08.

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

Budget Amendment No. 1 reads as follows:

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.

Account Number	Description	Increase	Decrease
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

This budget amendment transfers the allowable revenue-neutral standard amount and expenses for public safety and public health salaries portion from the American Rescue Plan Act to the General Fund. Subsequently transfers these funds to the Capital Projects Fund for upcoming initiatives, including the Animal Service Center and EMS Base 1. It also reallocates the 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.

Approved this 20th day of June 2023.

/s/: Scott Mulwee
Scott Mulwee, Chairman
Burke Co. Board of Commissioners

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

Ordinance No. 2023-08 reads as follows:

Burke County
North Carolina

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

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.

Adopted this 20th day of June 2023.

/s/: Scott Mulwee
Scott Mulwee, Chairman
Burke Co. Board of Commissioners

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

CM - SELECTION OF VENDOR FOR EMPLOYEE PAY & CLASSIFICATION STUDY

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. On March 3, 2023, the Burke County Board of Commissioners approved assembled priorities to be included in their operational strategic plan. The plan is comprised of five (5) focus areas – including the pursuit of being a regional employer of choice. This policy decision was driven by unprecedented turnover and institutional talent loss that was often a result of a lack of market competitiveness in the County's pay and classification system. As part of the upcoming FY 24 operational working plan, staff have worked to identify a public sector consultant who will provide a comprehensive review of the pay plan mechanics, job descriptions, market-based wage analysis, and FLSA compliance. He further reported that this type of analysis has not been done in decades.

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	

Highlights of the County Manager's presentation were as follows:

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FY 23-24 Commissioners' Strategic Plan

FOCUS AREA 1: COMMUNITY ADVANCEMENT
To invest in cultural capital and advancement strategies that promote participative governance that elevates a community to live, work and play – while also positioning Burke County as a community of choice.

FOCUS AREA 2: ECONOMIC GROWTH & SUSTAINMENT
Promotion of Burke County as a business and economic center in the region through recruitment of new industry, creating a healthy business climate for existing businesses.

FOCUS AREA 3: PUBLIC SAFETY& WELL BEING
To ensure the safety of our residents through efficient and effective public safety agencies.

FOCUS AREA 4: FISCAL STEWARDSHIP
Pursuit of the high-performing organization model that ensures high quality, transparent and efficient use of public resources.

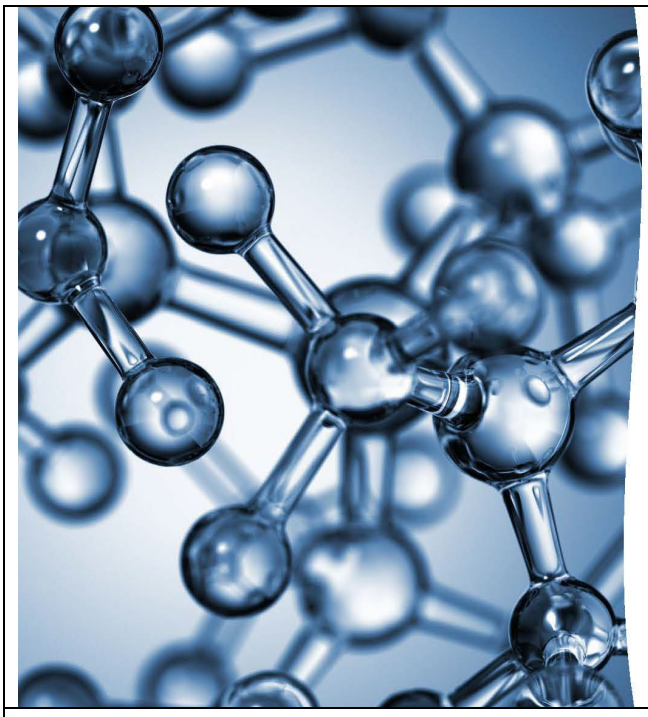
FOCUS AREA 5: EMPLOYER OF CHOICE
To promote a professional value-based employee centric workplace that promotes innovation, performance, and integrity, and differentiation.

FY 2023-2024 Commissioners' Top Priorities

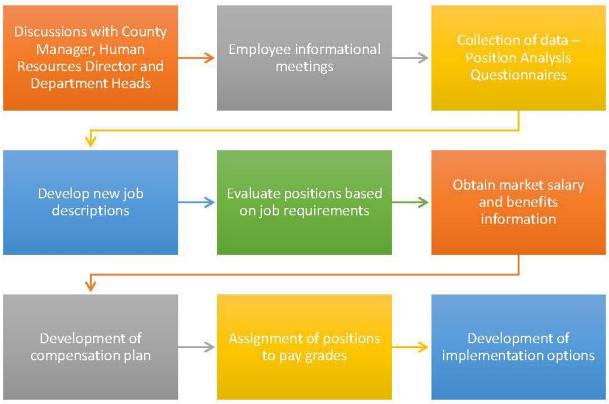
- Comprehensive human capital pay and classification study – including job description reviews and market-based wages
- Pursue Substantial Equivalency (OSHR) and modernization of all Burke County Personnel Policies
- Identify census track data specific to broadband availability and pursue grant based public-private expansion that aims to cover more than 90% of Burke County households
- Consideration of County wide referendum to support Article 46 sales tax referendum
- Implementation of a county-wide Capital Improvement Plan (CIP) and Facilities Master Plan including funding policies, execution strategies and project timelines

Objectives of Pay & Classification Study

1. Review and evaluate the County's current classification and compensation program
2. Develop job descriptions to ensure accuracy
3. Determine current relationship relative to the labor market
4. Evaluate the internal ranking of all positions
5. Develop a compensation system
6. Review and develop administrative guidelines for implementation and maintenance



Methodology



Pay Philosophy

- Fair and Market Driven Wages
- Balance Internal and External Equity Factors
- Maintain competitive pay structure with consideration of County's fiscal resources
- Develop an understandable compensation program

Baker Tilly

- Headquartered in Chicago, IL
- Baker Tilly has existed for more than 90 years, and local governments were some of our first clients!
- 85 + years of industry specialization

Public Sector

- 650+ specialized government professionals
- Serving 4,200+ government clients

bakertilly

Public Sector Advisory

- Human Capital
  - Classification and Compensation
  - Executive Recruitment
  - Executive Coaching
  - Succession Planning
  - Performance Management
- Management Consulting
  - Strategic Workforce Planning
  - Executive Coaching
  - Process Improvement
  - Risk Advisory
  - Internal Audit
- Operational Finance and Fiscal Planning
  - Capital Improvement
  - Budgeting and Financial Management
  - Fiscal Impact Analysis
  - User Fee Studies
- Economic Development
  - Incentive Capacity Analysis
  - Development Strategy
  - Statutory Compliance
  - Public Private Partnership (P3)

Compensation Consulting Team

Jada Kent, CCP
- BA in History
- MA in Public Administration
- Certified Compensation Professional
- 7 years in local gov consulting
- Plano, TX

Sarah Towne, CCA
- BA in Sociology, Business
- MS in Public Administration
- Certified Compensation Analyst
- 11+ years in higher education
- 2+ years in consulting
- Daytona Beach, FL

Laura Linehan, PHR, CCA
- BS in Public Administration
- MS in Public Administration
- Certified Professional in HR
- Certified Compensation Analyst
- Certified Labor Relations Professional
- 10+ years in local gov experience
- St. Paul, MN

JD McCauley, SPHR, SHRM, CEBS
- PhD in Policy Studies
- MA in Business Administration
- Senior Professional in Human Resources (SPHR)
- Senior Certified HR Professional (SHRM-SCP)
- Certified Benefits Specialist (CEBS)
- 9 years local gov experience
- North Augusta, SC

Lexi Scholten, CCA
- BS in Management, HR minor
- 6+ years local gov experience
- Certified Compensation Analyst
- St. Paul, MN

Diana Muriithi
- BS in Criminal Justice
- MA in Public Administration
- *eCornell Compensation Studies Certificate**
- 3 years local gov experience
- Plano, TX

Thomas Patton
- BS in Human Resource Development
- Certification in HR Development
- *Certified Compensation Analyst**
- 4 years local gov consulting
- Colorado Springs, CO

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About Us

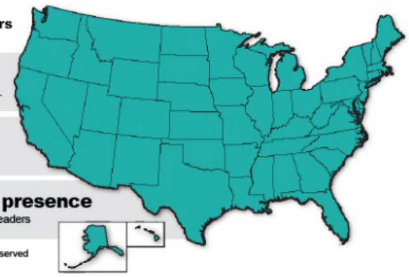
Our footprint

Public sector:
experience that matters

4,100+
public sector clients in the U.S.

90+ years
industry experience

Coast-to-coast presence
industry trainers and thought leaders



States where Baker Tilly has served public sector clients

Organizations we work with

- City, Town, Township, Village
- County, Parish
- Bridge, Tunnel Authority
- Community Development Agency
- Housing, Redevelopment Authority
- Library
- Metropolitan Planning Organization
- Public Employee Retirement System
- Public Health Agency
- Public Power (electric)
- Public Schools (k12)
- Tollway Authority
- Transportation (bus, rail, airport)
- Utilities (water, wastewater)
- Watershed/River Authority

Celebrating our recent combination with Management Partners

bakertilly
X
Management Partners

Management Partners was founded in 1994 with a specific mission to help local government leaders improve their service to the public.

Since then, we have worked with cities, counties, towns, and special districts of all sizes across the United States to help them work more effectively and run more efficiently.

Combination effective October 1, 2022.

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Sample

SAFE Compensable Factors

Compensable Factor	Weight	Description / Measurement
1. Education	12%	Minimum formal education level required by the position
2. Experience	13%	minimum years of experience required by the position
3. Level of Work	14%	Degree of difficulty of work performed by the position
4. Human Relations	8%	Type and level of human interaction
5. Physical Demands	5%	Physical exertion performed by the position
6. Working Conditions	7%	Environmental conditions experienced by the position
7. Independence to Act	12%	Degree of independence to make decisions and take action
8. Impact of Actions	14%	Severity of consequenses as a result of decisions
9. Supervision Exercised	14%	Type and level of supervision exercised
	100%	TOTAL

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Methodology

Project Overview

Market Assessment

- Peer Organizations (14): We will partner with you to identify comparable and competitive peer organizations to include in the study. These are organizations that look like you and work like you relative to size (revenue, population served, or number of employees), service offerings, geography, growth, etc.
  - Published salary survey data will be incorporated as a private sector comparison.
- Benchmark Positions: 212 positions (80%) will be included as benchmarks in the survey.
- Market Survey: a summary of work + minimum qualifications will be included for each benchmark position to assist peers in providing an appropriate match.
- Adjustment & Quality Control: Some adjustments may be made to collected data to account for differences in work week, fiscal year, and geographic labor cost. *We do not weight the data.*
  - Results are analyzed for quality control; reports demonstrating market averages and a comparison to the market will be prepared for your review.

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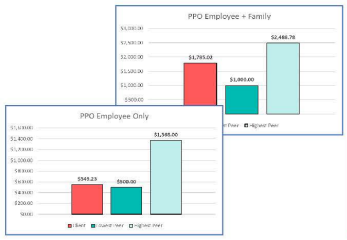
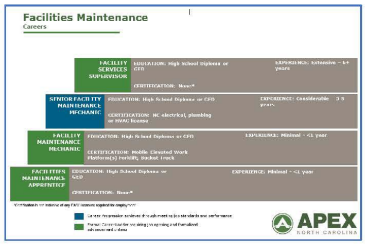
Methodology

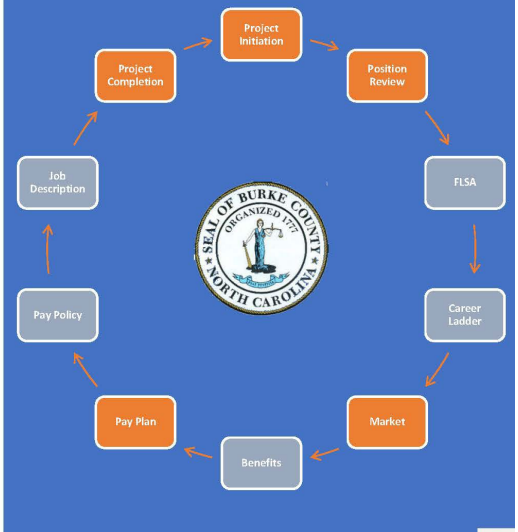
Project Overview

Optional / Additional Deliverables

- **FLSA:** we will review FLSA designations and provide recommendations for adjustments, if any.
- **Career Ladders**: for entry level up to supervisor level positions for defined career progressions in each department
- **Job Descriptions:** we will prepare new draft **job descriptions** based on employee PAQs. These can be formatted to include your branding and logo.
- **Benefits**: we will collect pay practices and fringe benefits information and provide a comparison to the County's practices and offerings.
- **Pay Policies:** we will review your pay policies and provide recommendations for adjustments or additions.







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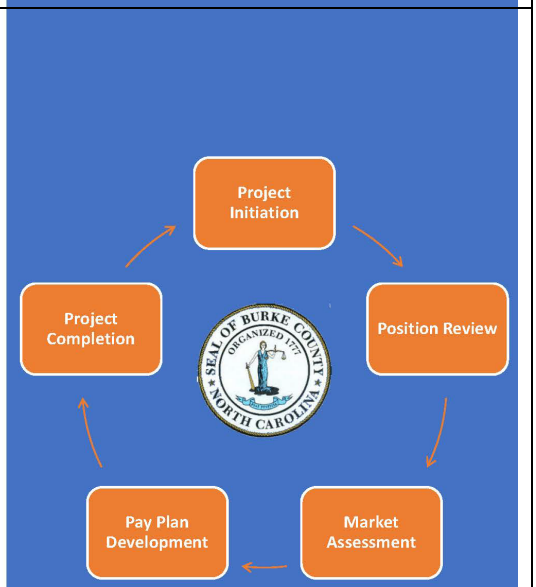
Methodology

Project Overview

Project Completion

- Final report Will document the methodology used to conduct the study, our findings, and recommendations.
- Final presentation(s) We can present the results to elected officials, senior leadership, employees, and/or designated staff as desired.
- All project documentation will be delivered
- Training We will provide training to HR staff to administer and maintain the new classification and compensation system – including the SAFE® job evaluation process.



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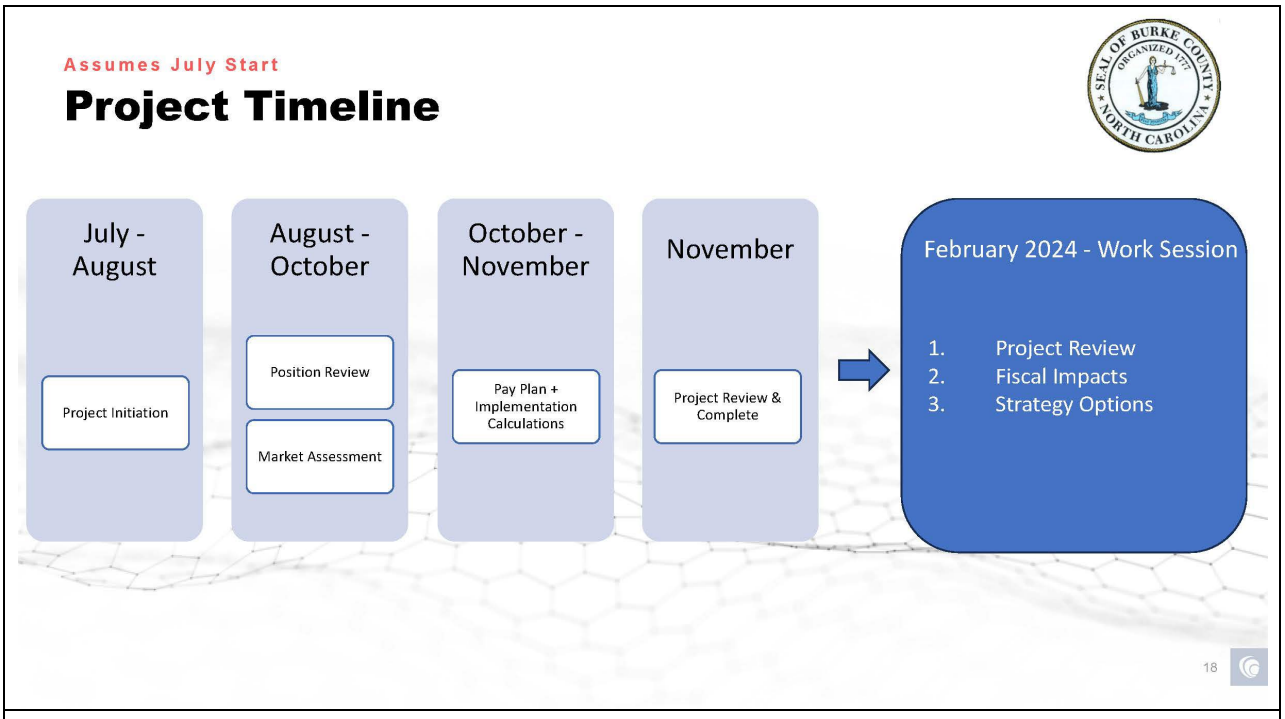

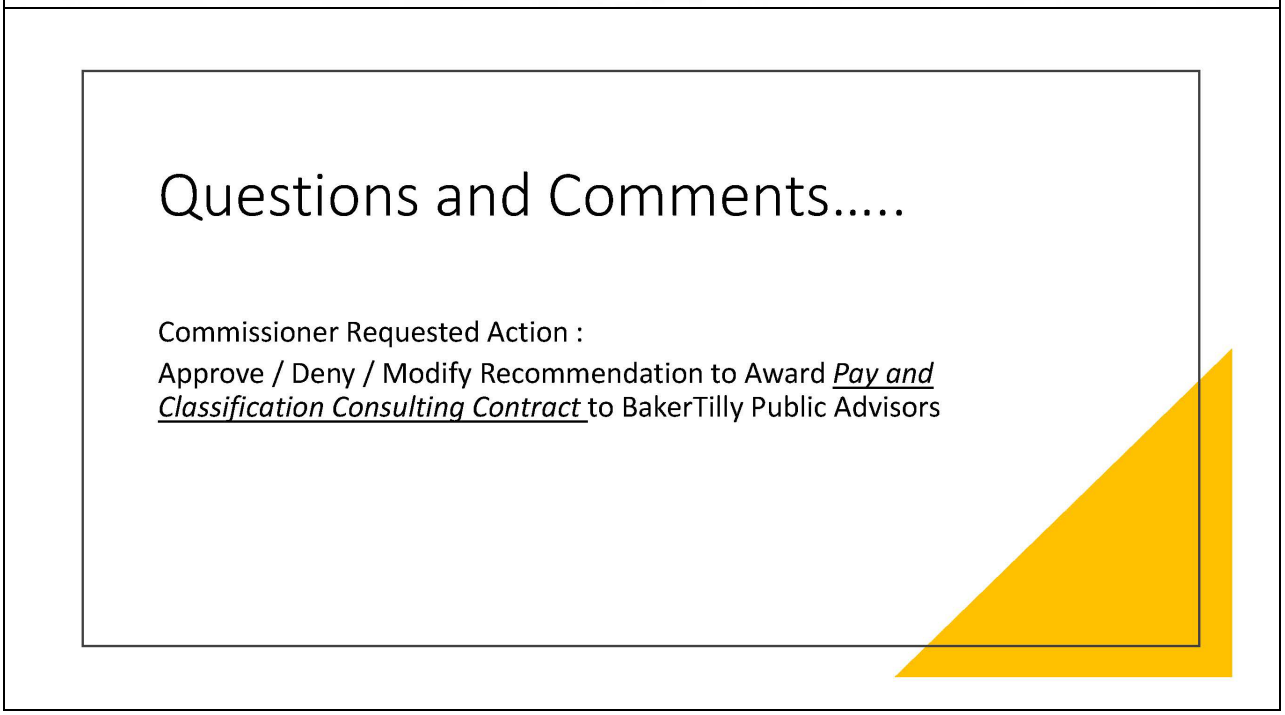

Budgetary Effect: None. Funding for this service was included in the FY 23 - 24 budget.

Chairman Mulwee opened the floor for questions or comments. Mr. Epley clarified how the process will function in response to a question from Commissioner Burns. Commissioner Carswell expressed his support for this initiative as part of becoming an employer of choice.

Motion: To authorize the County Manager to execute an Engagement Letter with Baker Tilly US, LLP for a comprehensive review / analysis of the County's

classification and compensation system, effective July 1, 2023, subject to review and / or revision by the County Attorney if needed.

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

REPORTS AND COMMENTS
Chairman Mulwee opened the floor for reports and comments from Board members and professional staff.

Margaret Pierce, Finance Director / Deputy County Manager, expressed that she was happy that the budget season went well and is now over. Commissioner Burns noted that the revaluation was required as the County was outside the 15% mandate. Further, the tax rate was lowered from 69.5 cents to 56 cents. Commissioner Carswell commented on his upcoming swearing-in as President of the North Carolina Association of County Commissioners – a historic moment where a representative of Burke County will be leading the association of all the counties across the state. Chairman Mulwee congratulated Commissioner Carswell on his upcoming swearing-in. He relayed information on the upcoming meetings and community events. Chairman Mulwee then issued friendly reminders to not litter, to pick up trash, to cover your loads when transporting trash to the landfill or a convenience site, to spay and neuter your pets and to adopt or foster a pet from Animal Services.

RESULT:	**NO ACTION TAKEN.**

VACANCY ANNOUNCEMENTS

CLERK- BOARDS AND COMMITTEES VACANCY REPORT
Kay Draughn, Clerk to the Board, announced the following vacancies on county boards or committees as follows:

- Adult Care & Nursing Home Community Advisory Committee
- City of Morganton - Board of Adjustment (ETJ)
- City of Morganton - Planning Board (ETJ)
- Burke Senior Center Advisory Council
- East Burke Senior Center Advisory Board
- Council on Aging
- Burke County Board of Health
- Hickory Regional Planning Commission

Chairman Mulwee opened the floor for questions or comments and then encouraged citizens to participate and get involved.

RESULT:	**NO ACTION TAKEN.**

CLOSED SESSION
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:	Johnnie W. Carswell, Commissioner
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 - PERSONNEL

After returning to the open session, Chairman Mulwee announced that a proper motion was made to come out of the closed session.

Motion: To report that the Board took action on a personnel matter during the closed session.

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

After a brief discussion, it was determined that the aforementioned motion was not needed.

Motion: To rescind the previous motion.

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

Commissioner Carswell reported that the Board took action on a personnel matter during the closed session.

ADJOURN

Motion: To adjourn at 9:12 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