MINUTES
BURKE COUNTY BOARD OF COMMISSIONERS
PRE-AGENDA MEETING

The Burke County Board of Commissioners held a pre-agenda meeting on Tuesday, February 6, 2024, at 3:00 p.m. in the Commissioners' Meeting Room, Burke County 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:	Jeffrey C. Brittain, Chairman Randy Burns Johnnie W. Carswell Phil Smith
COMMISSIONERS ABSENT:	Scott Mulwee, Vice Chairman (Out of town.)
STAFF:	Brian Epley, County Manager Margaret Pierce, Deputy County Manager/Finance Director J.R. Simpson, II, County Attorney Kat Wright, Deputy Clerk to the Board
STAFF ABSENT:	Kay Honeycutt Draughn, Clerk to the Board (Sick.)

CALL TO ORDER
Chairman Brittain called the meeting to order at 3:00 p.m.

APPROVAL OF THE AGENDA
MOTION: To approve the agenda as presented.

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

PRESENTATIONS

AS - PET OF THE MONTH
Will Brown, Animal Enforcement Supervisor, reported that Animal Services staff will present a dog and cat in need of their "furever" home at the regular meeting in addition to relaying some of the upcoming shelter events. The shelter currently has 23 dogs and 22 cats available for adoption.

Chairman Brittain opened the floor for questions or comments; there being none, this item was moved without objection to the next meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON FEBRUARY 20, 2024, AT 6:00 P.M.**

TDA - FINANCIAL UPDATE FOR THE PERIOD ENDING DEC. 31, 2023

Margaret Pierce, Finance Director / Deputy County Manager, reported that Ed Phillips, CEO, TDA, was sick and would be reporting the quarterly receipts and expenditures for the preceding quarter at the regular meeting. Ms. Pierce encouraged everyone to see the new TDA building and noted that the revenues and expenditures were true to the predicted forecast. Ms. Pierce also highlighted that room occupancy was down compared to last year.

BURKE COUNTY TDA
BUDGET TO ACTUAL JULY 1, 2023-DECEMBER 31, 2023

Income	Budget	Actual	Available Balance
4010 · Burke Co. Govt. - Occup. Tax	$ 850,000	416,119.18	$ 433,880.82
4110 · Interest Income	$ -	289.80	$ (289.80)
4120 Miscellaneous	$ 44,500	46,400.00	$ (1,900.00)
4000 · Fund Balance			$ -
5000 · Trolley Revenue	$ 12,500	18,485.70	$ (5,985.70)
Total Income	$ 907,000	481,294.68	$ 425,705.32
Expense			
5010 · Accounting/Audit	$ 8,500	8,398.49	$ 101.51
5020 · Marketing/Advertising	$ 174,000	97,633.30	$ 76,366.70
5102 · Membership Dues	$ 2,500	415.00	$ 2,085.00
5110 · Building Upfit	$ 50,000	107,407.99	$ (57,407.99)
5113 · City of Morganton/Tourism	$ 191,250	58,628.33	$ 132,621.67
5115 · Town of Valdese/Tourism	$ 106,250	32,571.30	$ 73,678.70
5117 - Bank Charges	$ -	-	$ -
5140 · Website Upkeep	$ 2,500	2,925.13	$ (425.13)
5150 · Insurance	$ 28,000	11,813.48	$ 16,186.52
5180 · Office Supplies	$ 4,000	3,040.12	$ 959.88
5200 · Payroll Expenses	$ 275,000	154,419.21	$ 120,580.79
5250 · Postage	$ 3,500	201.82	$ 3,298.18
5280 · Office Rent	$ 30,000	17,400.00	$ 12,600.00
5285 · Utilities	$ -	141.25	$ (141.25)
5290 · Telephone	$ 3,500	3,179.87	$ 320.13
5300 · Travel/Training	$ 20,500	3,947.67	$ 16,552.33
5301 · Trolley Expenses	$ 7,500	6,323.93	$ 1,176.07
5400 · Misc. Expense	$ -	439.96	$ (439.96)
Total Expense	$ 907,000	508,886.85	$ 398,113.15
Net Income	$ -	-27,592.17	27,592.17

Chairman Brittain opened the floor for questions or comments; there being none, this item was moved without objection to the next meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON FEBRUARY 20, 2024, AT 6:00 P.M.**

BCCOC - PROCLAMATION DECLARING MARCH 20-27, 2024, AS SPRING LITTER SWEEP

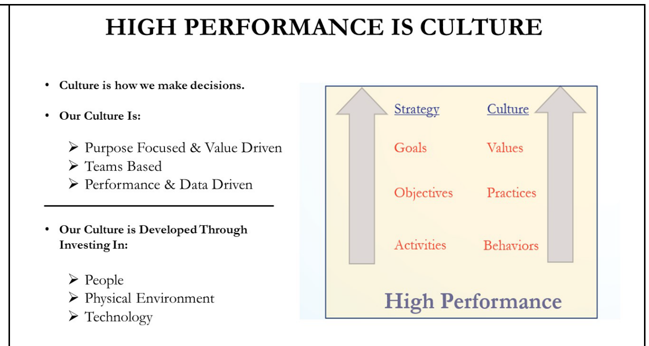
Tonia Stephenson, Burke Co. Chamber of Commerce President, relayed information on the upcoming spring litter sweep set to take place during the week of March 20^{th} – 27^{th} and she encouraged those who are interested in participating to sign up. Ms. Stephenson also requested the approval of a proclamation that declares March 20 - 27, 2024, as "Spring Litter Sweep" in Burke County.

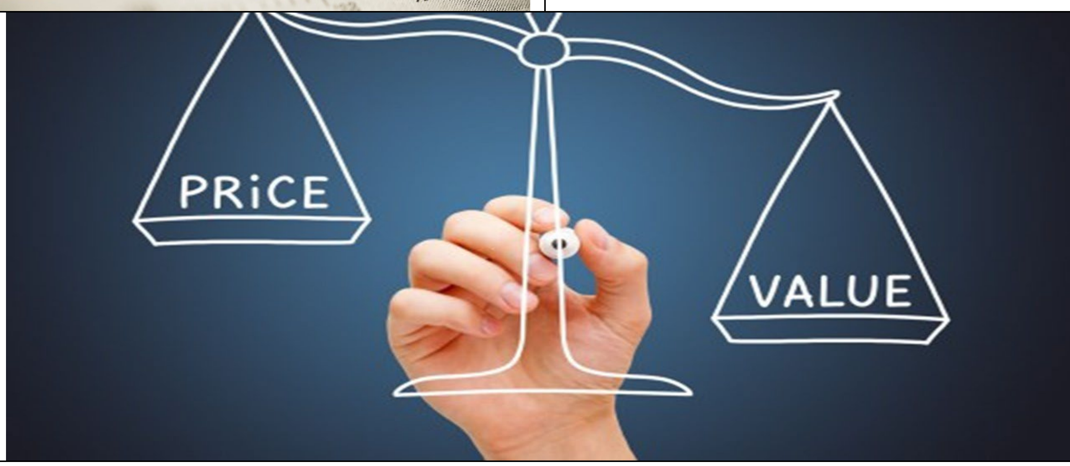
Chairman Brittain opened the floor for questions or comments; there being none, this item was moved without objection to the next meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON FEBRUARY 20, 2024, AT 6:00 P.M.**

CM - POST REVALUATION TAX RATE ANALYSIS

Brian Epley, County Manager, presented an in-depth analysis of the post-revaluation tax rates, the highlights of which were as follows:





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February 6, 2024 (Pre-Agenda)

County	FY 2023-24 ¢	Rank	FY 2022-23 ¢	Rank
Alamance	0.4320	13	0.6500	45
Alexander	0.6700	55	0.7900	79
Alleghany	0.5970	36	0.5970	28
Anson	0.7770	78	0.7770	75
Ashe	0.4400	14	0.5100	15
Avery	0.4000	9	0.4000	5
Beaufort	0.6250	44	0.6250	40
Bertie	0.8650	95	0.8650	93
Bladen	0.7850	79	0.7850	76
Brunswick	0.3420	5	0.4850	11
Buncombe	0.4980	19	0.4880	13
Burke	0.5600	28	0.6950	58
Cabarrus	0.7400	71	0.7400	70
Caldwell	0.6300	46	0.6300	42
Camden	0.7300	64	0.8700	94
Carteret	0.3400	4	0.3300	2
Caswell	0.7350	68	0.7350	68
Catawba	0.3985	8	0.5750	24
Chatham	0.6850	59	0.6650	52
Cherokee	0.6100	39	0.6100	32
Chowan	0.6650	54	0.6650	52
Clay	0.4300	11	0.4300	8
Cleveland	0.6875	60	0.6875	57
Columbus	0.8050	83	0.8050	81
Craven	0.4448	15	0.5600	21
Cumberland	0.7990	82	0.7990	80
Currituck	0.5600	28	0.4600	10
Dare	0.4005	10	0.4005	7
Davidson	0.5400	25	0.5400	19
Davie	0.7730	77	0.7730	74
Duplin	0.7350	68	0.7350	68
Durham	0.7522	74	0.7222	62
Edgecombe	0.9500	97	0.9500	98
Forsyth	0.6778	57	0.6778	55
Franklin	0.7850	79	0.7850	76
Gaston	0.6100	39	0.8100	82
Gates	0.8400	90	0.8400	88

County	FY 2023-24 ¢	Rank	FY 2022-23 ¢	Rank
Graham	0.5900	34	0.6500	45
Granville	0.8400	90	0.8400	88
Greene	0.7860	81	0.7860	78
Guilford	0.7305	67	0.7305	67
Halifax	0.7600	75	0.7600	72
Harnett	0.5910	35	0.5910	27
Haywood	0.5500	26	0.5350	17
Henderson	0.4310	12	0.5610	23
Hertford	0.8400	90	0.8400	88
Hoke	0.7300	64	0.7300	63
Hyde	1.0450	100	0.8950	96
Iredell	0.5000	21	0.5375	18
Jackson	0.3800	7	0.3800	4
Johnston	0.6900	61	0.7300	63
Jones	0.7400	71	0.7200	60
Lee	0.6500	48	0.7300	63
Lenoir	0.8450	93	0.8450	91
Lincoln	0.4990	20	0.6190	37
Macon	0.2700	1	0.4000	5
Madison	0.5000	21	0.5000	14
Martin	0.8100	84	0.8100	82
McDowell	0.5675	31	0.5775	25
Mecklenburg	0.4731	18	0.6169	36
Mitchell	0.5600	28	0.5600	21
Montgomery	0.6150	42	0.6150	35
Moore	0.3300	3	0.4850	11
Nash	0.6700	55	0.6700	54
New Hanover	0.4500	16	0.4550	9
Northampton	0.8350	88	0.9000	97
Onslow	0.6550	50	0.6550	47
Orange	0.8353	89	0.8312	87
Pamlico	0.6250	44	0.6250	40
Pasquotank	0.6200	43	0.6200	39
Pender	0.7375	70	0.6450	44
Perquimans	0.6400	47	0.6100	32
Person	0.7225	63	0.7200	60
Pitt	0.6841	58	0.6841	56

County	FY 2023-24 ¢	Rank	FY 2022-23 ¢	Rank
Polk	0.5343	24	0.5143	16
Randolph	0.5000	21	0.6327	43
Richmond	0.8300	87	0.8300	86
Robeson	0.7700	76	0.7700	73
Rockingham	0.6950	62	0.6950	58
Rowan	0.5800	32	0.6575	48
Rutherford	0.4540	17	0.5970	28
Sampson	0.8250	86	0.8250	85
Scotland	0.9900	99	0.9900	100
Stanly	0.6100	39	0.6100	32
Stokes	0.6600	52	0.6600	49
Surry	0.5520	27	0.5520	20
Swain	0.3600	6	0.3600	3
Transylvania	0.6033	38	0.6033	31
Tyrrell	0.9500	97	0.9500	98
Union	0.5880	33	0.5880	26
Vance	0.8900	96	0.8900	95
Wake	0.6570	51	0.6195	38
Warren	0.8100	84	0.8100	82
Washington	0.8500	94	0.8500	92
Watauga	0.3180	2	0.3180	1
Wayne	0.7425	73	0.7425	71
Wilkes	0.6600	53	0.6600	49
Wilson	0.7300	64	0.7300	63
Yadkin	0.6500	48	0.6600	49
Yancey	0.6000	37	0.6000	30

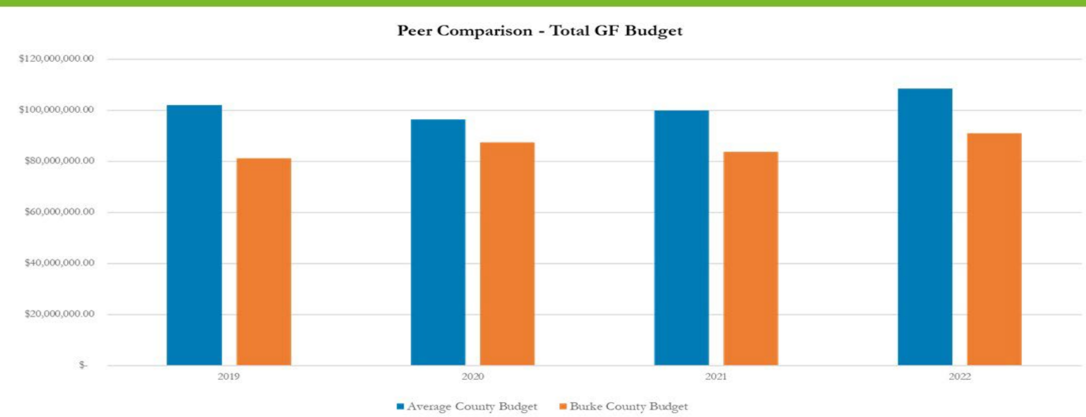
Weighted average FY 2022-23*: 0.6257

* FY 2023-24 weighted average not available.

North Carolina Association of County Commissioners

NCACC County Map Book, 2023 | 59

Total General Fund Budget and Fund Balance



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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

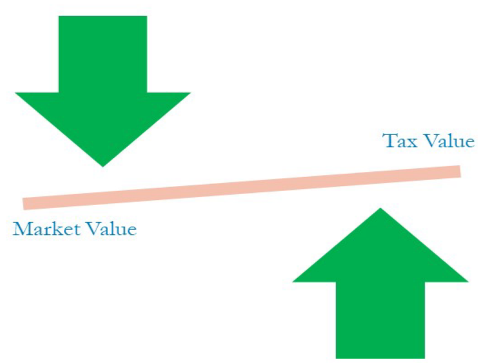
Burke County Government Services

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

Sales Ratio & Revaluation - § 105-286 : Methodology

Market Value is:

1. The price estimated in terms of money
2. At which the property would change hands
3. Between a willing buyer - And a willing seller.

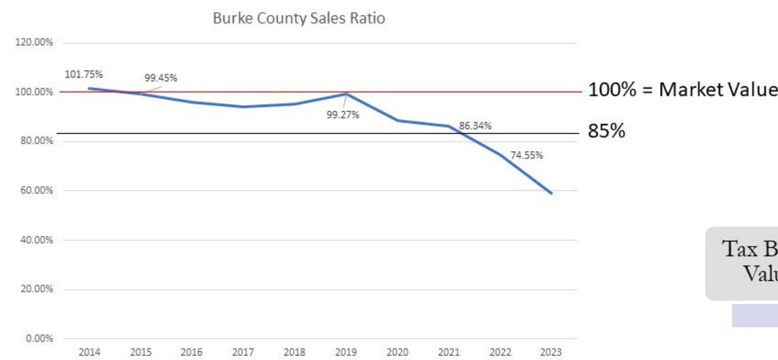


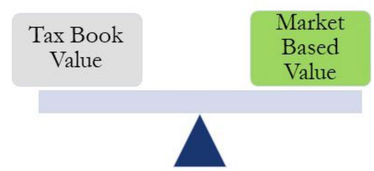
Also known as an "arm's-length transaction."

A sale between family members is not likely to be an arm's-length transaction and does not give a true picture of the market value of the property.

Revaluation Analysis

BURKECOUNTY
ALL ABOUT ADVANCING





Revaluation Analysis

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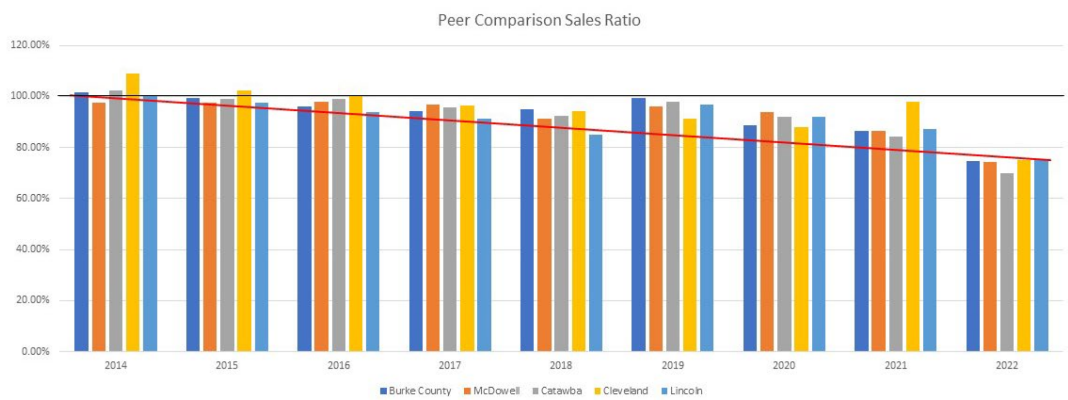


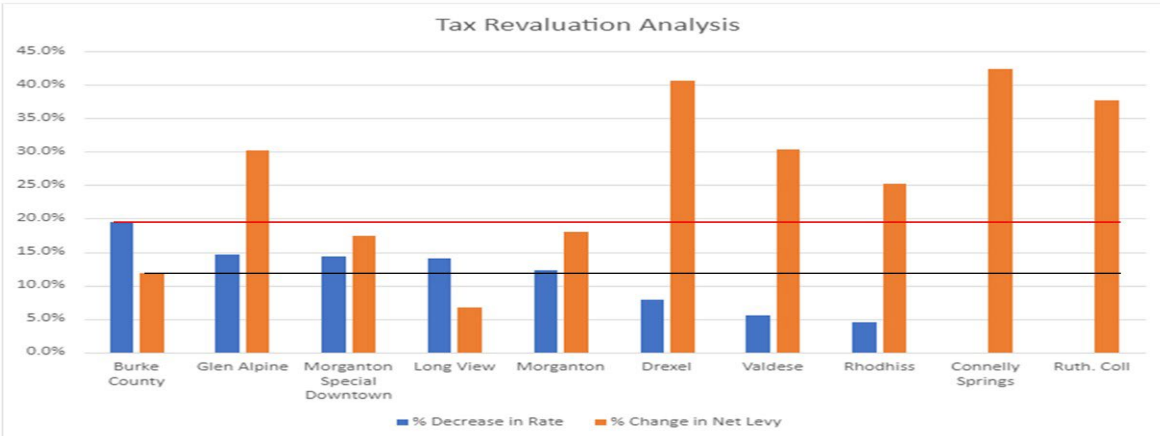
Revaluation Analysis….. **Variable Outcomes**

Most properties have experienced an increase in value,

Others may have had a more moderate increase.

Tax Rate **X** **Property Value** **=** **Tax Levy**

Post Revaluation Tax Rate Analysis



	FY 2022-23 $	FY 2022-23 Rank	FY 2021-22 $	FY 2021-22 Rank
Alamance	590	89	591	84
Alexander	619	84	611	79
Alleghany	1,079	12	1,050	13
Anson	782	51	779	42
Ashe	823	42	807	37
Avery	1,317	4	1,313	4
Beaufort	886	31	856	31
Bertie	730	63	711	62
Bladen	924	27	861	28
Brunswick	1,054	15	1,060	12
Buncombe	882	32	865	27
Burke	622	83	599	83
Cabarrus	962	21	954	21
Caldwell	663	73	654	72
Camden	1,001	17	1,000	16
Carteret	824	41	810	36
Caswell	580	91	577	87
Catawba	716	66	691	66
Chatham	1,218	8	1,189	9
Cherokee	842	40	665	70
Chowan	928	25	852	32
Clay	794	47	790	39
Cleveland	737	61	716	61
Columbus	691	69	686	69
Craven	573	93	563	90
Cumberland	577	92	569	88
Currituck	1,251	6	1,260	5
Dare	1,819	2	1,821	1
Davidson	566	94	554	93
Davie	925	26	901	24
Duplin	741	60	710	64
Durham	1,070	13	1,036	14
Edgecombe	691	70	690	67
Forsyth	778	53	760	47
Franklin	768	54	746	49
Gaston	748	58	753	48
Gates	817	43	741	52

	FY 2022-23 $	FY 2022-23 Rank	FY 2021-22 $	FY 2021-22 Rank
Graham	982	19	969	19
Granville	726	65	722	59
Greene	513	99	497	100
Guilford	934	24	743	50
Halifax	667	72	648	74
Harnett	563	95	532	96
Haywood	842	39	825	34
Henderson	844	38	820	35
Hertford	759	55	731	53
Hoke	616	86	558	91
Hyde	1,895	1	1,621	2
Iredell	788	48	782	41
Jackson	1,048	16	969	20
Johnston	808	44	772	44
Jones	876	35	771	45
Lee	800	45	785	40
Lenoir	682	71	656	71
Lincoln	854	37	827	33
Macon	905	30	897	25
Madison	661	75	652	73
Martin	782	52	767	46
McDowell	647	77	616	78
Mecklenburg	1,095	11	1,075	11
Mitchell	922	28	728	56
Montgomery	882	33	857	30
Moore	703	68	729	55
Nash	603	87	582	86
New Hanover	952	23	994	17
Northampton	1,193	9	1,212	8
Onslow	638	78	528	97
Orange	1,237	7	1,214	7
Pamlico	1,000	18	978	18
Pasquotank	662	74	646	75
Pender	870	36	858	29
Perquimans	786	49	727	57
Person	964	20	940	22
Pitt	635	79	618	77

	FY 2022-23 $	FY 2022-23 Rank	FY 2021-22 $	FY 2021-22 Rank
Polk	960	22	927	23
Randolph	550	97	536	95
Richmond	733	62	703	65
Robeson	524	98	506	98
Rockingham	634	80	607	82
Rowan	649	76	633	76
Rutherford	747	59	743	51
Sampson	729	64	711	63
Scotland	756	56	729	54
Stanly	628	82	584	85
Stokes	708	67	688	68
Surry	562	96	540	94
Swain	512	100	503	99
Transylvania	1,280	5	1,259	6
Tyrrell	1,320	3	1,327	3
Union	910	29	886	26
Vance	633	81	609	80
Wake	1,055	14	1,008	15
Warren	1,178	10	1,091	10
Washington	785	50	801	38
Watauga	881	34	721	60
Wayne	595	88	558	92
Wilkes	619	85	608	81
Wilson	750	57	725	58
Yadkin	585	90	568	89
Yancey	796	46	779	43
Statewide	**$854**		**$821**	

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Halifax	0.7600	75	0.7600	72
Harnett	0.5910	35	0.5910	27
Haywood	0.5500	26	0.5350	17
Henderson	0.4310	12	0.5610	23
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Johnston	0.6900	61	0.7300	63
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Nash	0.6700	55	0.6700	54
New Hanover	0.4500	16	0.4550	9
Northampton	0.8350	88	0.9000	97
Onslow	0.6550	50	0.6550	47
Orange	0.8353	89	0.8312	87
Pamlico	0.6250	44	0.6250	40
Pasquotank	0.6200	43	0.6200	39
Pender	0.7375	70	0.6450	44
Perquimans	0.6400	47	0.6100	32
Person	0.7225	63	0.7200	60
Pitt	0.6841	58	0.6841	56

	FY 2023-24 ¢	FY 2023-24 Rank	FY 2022-23 ¢	FY 2022-23 Rank
Polk	0.5343	24	0.5143	16
Randolph	0.5000	21	0.6327	43
Richmond	0.8300	87	0.8300	86
Robeson	0.7700	76	0.7700	73
Rockingham	0.6950	62	0.6950	58
Rowan	0.5800	32	0.6575	48
Rutherford	0.4540	17	0.5970	28
Sampson	0.8250	86	0.8250	85
Scotland	0.9900	99	0.9900	100
Stanly	0.6100	39	0.6100	32
Stokes	0.6600	52	0.6600	49
Surry	0.5520	27	0.5520	20
Swain	0.3600	6	0.3600	3
Transylvania	0.6033	38	0.6033	31
Tyrrell	0.9500	97	0.9500	98
Union	0.5880	33	0.5880	26
Vance	0.8900	96	0.8900	95
Wake	0.6570	51	0.6195	38
Warren	0.8100	84	0.8100	82
Washington	0.8500	94	0.8500	92
Watauga	0.3180	2	0.3180	1
Wayne	0.7425	73	0.7425	71
Wilkes	0.6600	53	0.6600	49
Wilson	0.7300	64	0.7300	63
Yadkin	0.6500	48	0.6600	49
Yancey	0.6000	37	0.6000	30

Weighted average FY 2022-23*: 0.6257

* FY 2023-24 weighted average not available.

North Carolina Association of County Commissioners

NCACC County Map Book, 2023 | 59

Chairman Brittain opened the floor for questions or comments. County Manager Epley responded to a clarifying question from Commissioner Carswell. Commissioner Carswell pointed out that despite having a fixed tax rate, the County cannot predict its annual revenue precisely due to the multitude of factors involved in the tax equation. Mr. Epley further elaborated that the average inflationary increase effectively diminished a full cent of the tax rate revenue. Additionally, he clarified that since tax bills lack itemization and may comprise different components like county taxes, municipal taxes, and / or volunteer fire district taxes, it can lead to ambiguity regarding the taxing entity and the respective amounts. There being nothing further, this item was moved to the next meeting without objection.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON FEBRUARY 20, 2024, AT 6:00 P.M.**

S&W - DEPARTMENTAL UPDATE (PLACE HOLDER)
Lea Ann Branch, Soil and Water Director, reported that she will provide a departmental update at the regular meeting. The contents of which will include some of the programs Soil and Water administers or supports as well as discuss some of the education programs that they do.

Chairman Brittain opened the floor for questions or comments; there being none, this item was moved without objection to the next meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON FEBRUARY 20, 2024, AT 6:00 P.M.**

SCHEDULED PUBLIC HEARINGS

COMM. DEV. - ZONING MAP AMENDMENT ZMA 2023-11 & PUBLIC HEARING - 6:00 P.M.
Alan Glines, Deputy County Manager / Planning Director, relayed highlights of the following rezoning request.

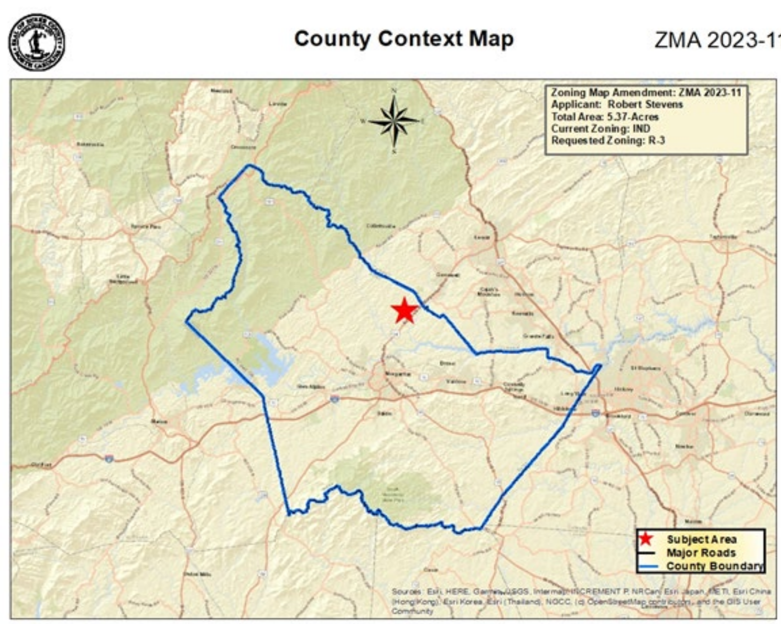
<u>Rezoning Request</u>
Applicants: Robert Stevens

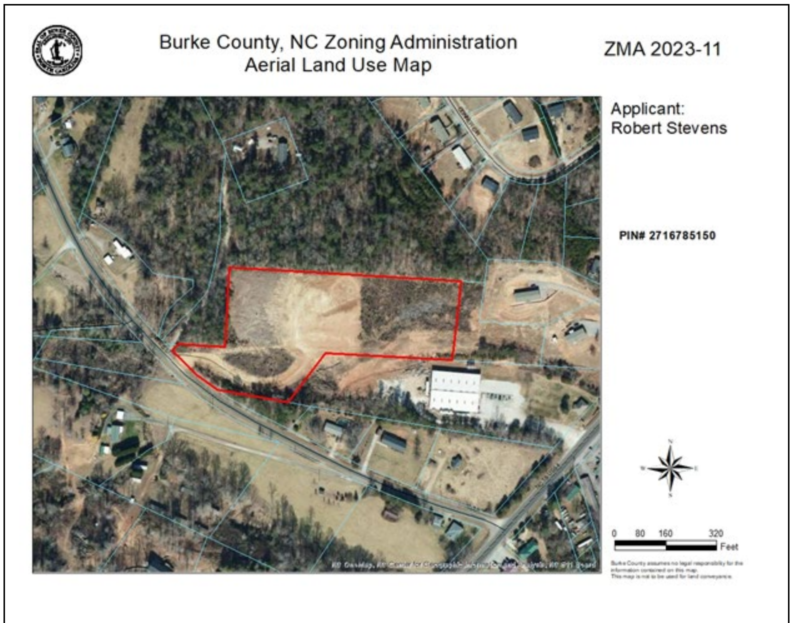
PIN #: 2716785150

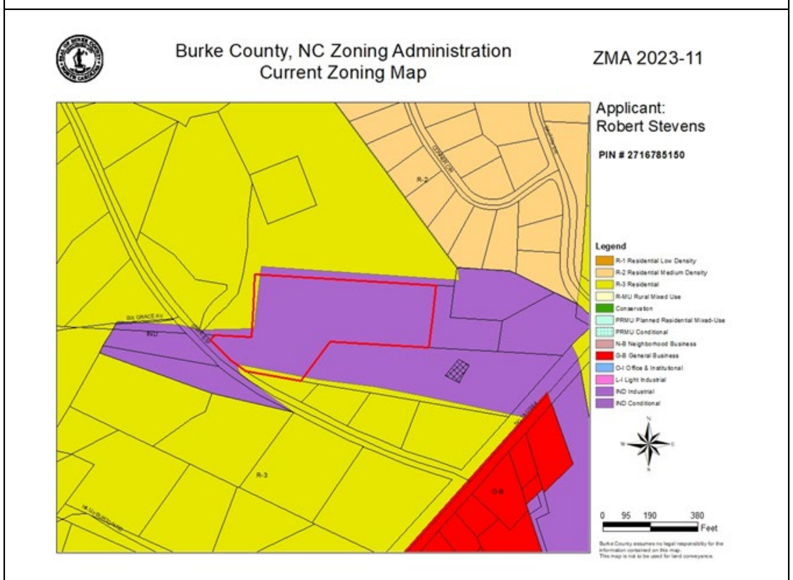
Request: Change the zoning district from Industrial (IND) to Residential Three (R-3)

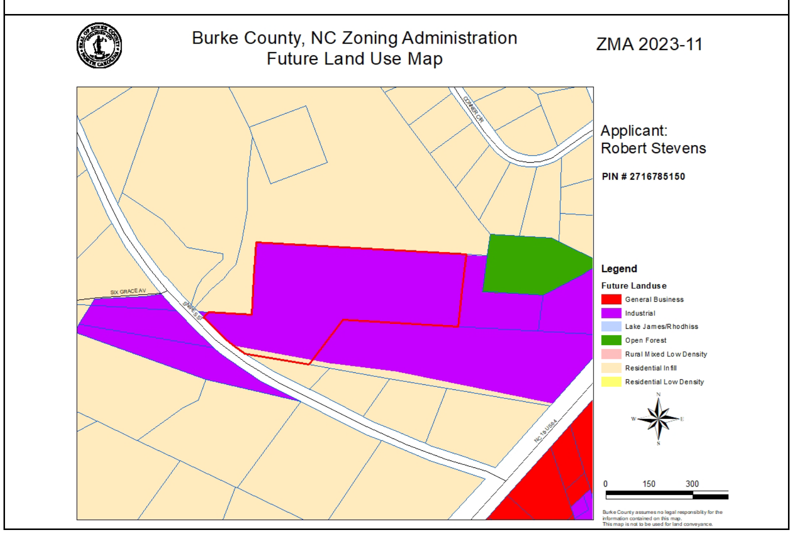
Property Area: Approximately 5.37-acres

Location: The parcel is located on Snipes St., approximately 0.2 miles off US-64 / NC-18N.




Burke County, NC Zoning Administration
Aerial Land Use Map
ZMA 2023-11
Applicant:
Robert Stevens
PIN# 2716785150
0 80 160 320
Feet


Burke County, NC Zoning Administration
Current Zoning Map
ZMA 2023-11
Applicant:
Robert Stevens
PIN # 2716785150
Legend
R-1 Residential Low Density
R-2 Residential Medium Density
R-3 Residential
R-MU Rural Mixed Use
Conservation
PRMU Planned Residential Mixed-Use
PRMU Conditional
N-B Neighborhood Business
G-B General Business
O-I Office & Institutional
L-I Light Industrial
IND Industrial
IND Conditional
0 95 190 380
Feet


Burke County, NC Zoning Administration
Future Land Use Map
ZMA 2023-11
Applicant:
Robert Stevens
PIN # 2716785150
Legend
Future Landuse
General Business
Industrial
Lake James/Rhodhiss
Open Forest
Rural Mixed Low Density
Residential In fill
Residential Low Density
0 150 300

BLUEPRINT BURKE LAND USE PLAN
Due to its proximity to an existing industrial business and one of Burke County's principal arterial roads, the Blueprint Burke Plan places this area of the county within the Industrial land use category. This category was assigned since the industrial / manufacturing use of the property included all of the parcels in this area. The owner of the cabinet company on the neighboring parcel is not anticipating needing the 5-acre tract for any manufacturing expansion and is seeking to sell the property to a new owner who wishes to use it for residential purposes. If the rezoning is approved, the Future Land Use Map will be amended to Residential Infill.

STAFF COMMENTS
In staff's opinion, rezoning the parcel from the Industrial District to the Residential Three District (R-3) is appropriate for this area for the following reasons:

- Over time, smaller industrial / manufacturing locations can become obsolete when compared to more modern locations with interstate access, with other similar uses and infrastructure to support growth.
- The Blueprint Burke Future Land Use Map supports the growth of residential uses in this area. The map would be amended to Residential Infill for this property.
- Residentially zoned property is adjacent to the subject property in the north, south, and west.

For these reasons, staff supports the rezoning request.

PLANNING BOARD RECOMMENDATION
The Planning Board met on December 7, 2023, to hear the rezoning request. Staff presented the report, and the Chair opened the floor to public comment, but no comments were received. The Chair asked for a decision from the Board and a motion to approve the rezoning was made and seconded. The Board voted 7/0 to recommend approval of the rezoning request.

Chairman Brittain opened the floor for questions or comments. Mr. Glines responded to a question from Commissioner Burns.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON FEBRUARY 20, 2024, AT 6:00 P.M.**

CONSENT AGENDA

SHERIFF - RESOLUTION AUTHORIZING SALE OF COUNTY-ISSUED SERVICE SIDE ARM AND BADGE
Sheriff Hinceman was unable to attend the pre-agenda meeting; therefore, Chairman Brittain opened the floor for questions or comments. There being none this item was moved without objection to the next meeting.

Information from the pre-agenda packet:

> In accordance with NCGS 20-187.2(a), Sheriff Hinceman is requesting that the gun (Glock, Model 17 Gen 4, Serial Number BERL - 506) and badge worn

by Sergeant Timothy Scott Carico be awarded to him due to retirement for the fee of $1.00. Sergeant Carico retired on November 27, 2019.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON FEBRUARY 20, 2024, AT 6:00 P.M.**

BCPS - PRESENTATION OF FINANCIAL DATA FOR THE PERIOD ENDING DECEMBER 31, 2023

Chairman Brittain reported that Keith Lawson, Burke County Public Schools' Finance Officer, is out of town today; therefore, this item will be presented at the regular meeting.

Information from the pre-agenda packet:

In accordance with the Memorandum of Agreement approved by the County and the Board of Education, the Board of Education will provide the County with quarterly financial reports for the 2023 - 2024 budget year, showing the application of the County's local funding by the end of each fiscal quarter. These reports will be presented to the County's Board of Commissioners in November 2023, February 2024, and May 2024, respectively.

BCPS

Estimated Revenues

2023/2024

	Annual		December YTD			% of Budget
	Previous	Current Fcst	Previous	Current	% Change	Received
State	92,233,989	93,617,499	45,351,021	46,246,889	2.0%	49.4%
Federal	**23,584,588**	**22,641,204**	**8,951,875**	**11,546,026**	**29.0%**	51.0%
Local	15,593,566	17,695,796	7,867,754	9,714,222	23.5%	54.9%
Charter Schools	709,442	804,204	244,434	285,778	16.9%	35.5%
Fines & Forfeitures	241,513	250,000	124,884	144,835	16.0%	57.9%
Receivables	53,852	12,500	53,898	30,933	-42.6%	247.5%
Special Revenues	**6,513,465**	**6,578,600**	**2,909,919**	**3,501,865**	**20.3%**	53.2%
Total	$ 138,930,415	$ 141,599,803	$ 65,503,785	$ 71,470,548	**9.1%**	**50.5%**

Although Federal spending is down, still higher than historical numbers due to ESSER spending

We rank 2nd out of 115 LEA's in the state in ESSER utilization, 45.5M spent 99.67%

This year we are paying 10 charter schools for 608 students, 3 are Virtual, and 37 for Avery County, Jonas Ridge children

The $790 per student cap of local funds for Virtual Charters was repealed, they now receive 100% local allotment

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BCPS

Local Financials by Purpose & Function Level

2023/2024

				'23/'24					
Expenses	'20/'21	'21/'22	'22/'23	Budget	1st	2nd	3rd	4th	Total
Regular Instructional Services	4,787,687	5,647,012	5,521,972	6,840,714	509,631	2,607,248			3,116,879
Instructional Support	10,358,944	10,197,710	10,283,484	10,881,123	3,310,775	2,813,968			6,124,743
Other Governmental Units	635,937	759,694	692,840	987,234	49,613	937,621			987,234
Revenues Over/(Under)	509,982	(170,801)	100,077	53,429	831,217	(884,305)			(53,088)
Grand Total	$ 16,292,550	$ 16,433,615	$ 16,598,373	$ 18,762,500	$ 4,701,236	$ 5,474,532	$ -	$ -	$ 10,175,768
% of Annual Budget									54.2%
Revenue									
Burke County	15,495,366	15,435,254	15,593,566	17,695,796	4,529,972	5,184,250			9,714,222
Timber Receipts	58,552	-	-	-	-	-			-
Charter Schools	495,287	613,951	709,442	804,204	95,028	190,750			285,778
Fines & Forfeitures	230,225	371,986	241,513	250,000	46,563	98,272			144,835
Schools' Receivables	13,120	12,424	53,852	12,500	29,673	1,260			30,933
Grand Total	$ 16,292,550	$ 16,433,615	$ 16,598,373	18,762,500	4,701,236	5,474,532	-	-	10,175,768

Chairman Brittain opened the floor for questions or comments; there being none, this item was moved without objection to the next meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON FEBRUARY 20, 2024, AT 6:00 P.M.**

Note: Later in the meeting, Chairman Brittain clarified that this item would remain on the consent agenda and that there was no need for a presentation from Mr. Lawson on Feb. 20th.

WPCC – PRESENTATION OF FINANCIAL DATA FOR THE PERIOD ENDING DECEMBER 31, 2023

Sandy Hoilman, Chief Financial Officer, Western Piedmont Community College, presented an overview of the College's financial data for the period ending December 31, 2023.

Western Piedmont Community College

County Expenditures by Category

FY 2024 - Actual Expenditures - July 1, 2023 thru December 31, 2023

Salaries & Benefits	384,432	28.6%
Services	180,884	13.4%
Repairs & Maintenance	234,758	17.5%
Supplies	45,391	3.4%
Insurance	150,040	11.2%
Utilities	291,981	21.7%
Transfers	14,086	1.0%
Travel, Other, Rent/Lease	43,722	3.2%
	1,345,294	**100%**

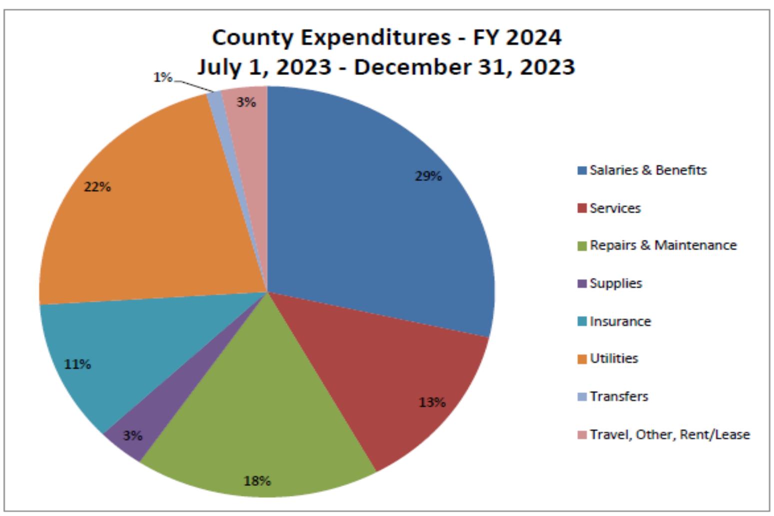
WESTERN PIEDMONT COMMUNITY COLLEGE
FY 2023-2024 SUMMARY AS OF DECEMBER 31, 2023

	STATE			COUNTY			INSTITUTIONAL		
Summary of Revenues	BUDGET	ACTUAL	REMAINING	PGLT	ACTUAL	REMAINING	BUDGET	ACTUAL	REMAINING
State Appropriations	14,577,231	7,879,111							
Add. Allocations (detail below)	1,252,310								
County Appropriations				2,898,204	1,449,102				
Rent & Interest Income				7,500	11,179				
Institutional Funds							6,145,228	3,304,233	
Total Budgeted Revenues	15,829,541	7,879,111	7,950,430	2,905,704	1,460,281	1,445,423	6,145,228	3,304,233	2,840,995
Summary of Expenditures									
Institutional Support	3,225,339	1,936,232	60%	266,218	211,484	79%	170,679	24,979	15%
Curriculum Instruction	7,066,962	3,421,842	48%				433,450	371,749	86%
Non Curriculum Instruction	2,280,496	860,533	38%				63,000	115,353	183%
Academic Support	1,508,755	650,356	43%				500	-	0%
Student Support	1,289,211	804,300	62%				1,204,155	275,392	23%
Plant Operations & Maint.				2,639,486	1,133,810	43%			
Proprietary / Other							1,001,820	809,841	81%
Student Aid							3,271,624	1,841,882	56%
Capital Outlay (excluding Capital Improvements)	458,778	118,224	26%						
Total Budgeted Expenditures	15,829,541	7,791,487	8,038,054	2,905,704	1,345,294	1,560,410	6,145,228	3,439,196	2,706,032
		49.2%	50.8%		46.3%	53.7%		56.0%	44.0%

ADDITIONAL FUNDING DESIGNATED FOR APPROVED PROJECTS			
Customized Training Projects	42,904	Perkins Carryforward	22,032
Underserved Outreach/Advising	48,243	Fac Recruit/Retent	75,143
GEER Scholarships	2,629	Longevity	
Finish Line Grant	45,356	ST Workforce Dev	4,412
Apprenticeship Expansion	241,070		
Apprenticeship Building	26,500		
Budget Stablization funds	91,862		
Basic Skills Carryforward	74,841		
Male Minority Grant - Aviso	38,069		
NCWorks Career Coach	149,058		
Federal Portion - Basic Skills	242,458		
CTP Regional Trainer	147,733		
Total Other	1,252,310		

For Year Ending June 30, 2024			
Total College Budget	$	24,880,473	
Total Expenditures	$	12,575,977	50.5%

Fund Balance: County Funds	
Fund Balance, Beginning July 1, 2023	638,482
Current Operating Cash	114,987
Current Fund Balance	753,469
	26%



Ms. Hoilman conveyed that enrollment is nearing pre-pandemic levels, with a 7% rise in summer enrollment, around 4% for fall, and 2% for spring semester. Notably, the Skilled Trades Solution Center saw a significant increase in enrollment from 8 to 10 students in previous years compared to 27 students this year. Additionally, the WPCC Bookstore Manager reopened the campus café. Progress on the Emergency Service Training Center project remains on schedule, with a tentative groundbreaking set for May. The cosmetology program is being relocated from an off-campus facility to an on-campus location. Furthermore, WPCC's 60th anniversary is marked this year, with multiple celebratory events planned throughout the year, including a week of events in April.

Chairman Brittain opened the floor for questions or comments. Commissioner Carswell inquired as to the increase in utilities and salaries expenses compared to the prior year. Ms. Hoilman explained that salaries increased by 4%, retirement by 3%, utilities by approximately 2-3%, and insurance by 2%. In response to Commissioner Burns' query, Ms. Hoilman clarified that none of the salaries were funded by grants. There being nothing further, this item was moved to the next meeting without objection.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON FEBRUARY 20, 2024, AT 6:00 P.M.**

CM - BUDGET AMENDMENT NO. 7 - LIBRARY
Brian Epley, County Manager, requested the approval of the following Budget Amendment No. 7 in the amount of $33,319, which recognizes additional funding over the original estimated appropriation of recurring funds for State Aid to Public Libraries.

BUDGET AMENDMENT NO. 7			
REVENUES			
ACCOUNT NUMBER	DESCRIPTION	INCREASE	DECREASE
100-55500-01-433453	LIBRARY STATE AID GRANT	$33,319	
EXPENSES			
ACCOUNT NUMBER	DESCRIPTION	INCREASE	DECREASE
100-55500-25-562700	BOOKS	$33,319	
Purpose: The State Library of North Carolina notified that the Burke County Public Library will receive $168,319 in state aid for FY 23 - 24. This is an increase of $33,319 over the $135,000 the library projected in its budget for FY 23 - 24. As the library's state aid amount is not determined until a few months into the current fiscal year, the library was not able to account for this increase as part of its FY 23 - 24 budget request. The library requests approval to use these additional funds to purchase print books and eBooks.			
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.			

Budgetary Effect: $33,319 of additional funding was received over the original estimated appropriation of recurring funds for State Aid to Public Libraries. This amendment will allow for those additional funds to be used for the purpose of purchasing books.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON FEBRUARY 20, 2024, AT 6:00 P.M.**

TAX DEPT. - TAX COLLECTION REPORT FOR JANUARY 2024
John Bridgers, Tax Administrator, presented the Tax Collection Report for January 31, 2024, as follows:

Category	Annual Budget	Amount Collected YTD	% Collected	Balance to Collect
Property Tax	$52,699,577.00	$50,269,530.98	95.39%	$2,430,046.02
Motor Vehicle Tax	$6,200,000.00	$194,667.09	51.53%	$3,005,332.91
Current Year Taxes	$58,899,577.00	$53,464,198.07	90.77%	$5,435,378.93
Delinquent Taxes	$700,000.00	$501,724.33	71.67%	$198,275.67
Penalty & Interest	$329,000.00	$203,582.86	61.88%	$125,417.14

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	$53,843,269.16	$50,269,530.98	93.36%	$3,573,738.18

Chairman Brittain opened the floor for questions or comments; there being none, this item was moved without objection to the next meeting.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON FEBRUARY 20, 2024, AT 6:00 P.M.

TAX DEPT. – RELEASE REFUND REPORT FOR JANUARY 2024
John Bridgers, Tax Administrator, presented the Tax Release Refund Report for January 31, 2024, as follows:

Tax System Refunds and Releases			
Report Amount	Rebilled Amount	Net Release	Refund Amount
$10,066.31	$5,891.78	$4,174.53	$0.00

VTS Refunds Over $100	
	Refund Amount
VTS Adjustments	$307.79

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

Chairman Brittain opened the floor for questions or comments. Commissioner Burns shared a positive experience from a citizen regarding an interaction with the Tax Department. There being nothing further, this item was moved without objection to the next meeting.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON FEBRUARY 20, 2024, AT 6:00 P.M.

ITEMS FOR DECISION

CM – APPROVAL OF AUDITOR & CONTRACT FOR AUDIT SERVICES (PLACE HOLDER)

Brian Epley, County Manager, reported that North Carolina General Statute § 159-34 requires the County to have its accounts audited annually by a certified public accountant. The County is seeking proposals from qualified firms for professional auditing services, an audit firm review committee was created, and a recommendation will be provided at the regular meeting.

Chairman Brittain opened the floor for questions or comments; there being none, this item was moved without objection to the next meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON FEBRUARY 20, 2024, AT 6:00 P.M.**

HEALTH – RESOLUTION DIRECTING EXPENDITURE OF OPIOID SETTLEMENT FUNDS FOR MULTIPLE USES

Katie Varnadoe, Human Services Planner, reported that Burke County, NC will receive funding from national Opioid Settlements for a period of 18 years. Funding may be expended on items listed in Options A or B of the NC Memorandum of Agreement (MOA) for the use of Opioid Settlement funding. The requested resolution set forth in the agenda packet allocates opioid settlement funding to four (4) interventions that fall under Option A of the NC MOA. These interventions also position the county to further access funds under Option B upon completion of the collaborative strategic planning process with the goal of finalizing a long-term spending plan for opioid funding.

a. Option A.

i. Without any additional strategic planning beyond the meeting described in **Section E.4** above, Local Governments may spend Opioid Settlement Funds from the list of High-Impact Opioid Abatement Strategies attached as **Exhibit A**. This list is a subset of the initial opioid remediation strategies listed in the National Settlement Agreement.

ii. **Exhibit A** may be modified as set forth in Exhibit D below; provided, however, that any strategy listed on **Exhibit A** must be within the list of opioid remediation activities for the then-current National Settlement Agreement. Opioid remediation activities undertaken under a previously authorized strategy list may continue if they were authorized at the time of the Local **Government's commitment to spend funds on that activity**.

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EXHIBIT A TO NC MOA:
HIGH-IMPACT OPIOID ABATEMENT STRATEGIES ("OPTION A" List)

keeping with the National Settlement Agreement, opioid settlement funds may support ograms or services listed below that serve persons with Opioid Use Disorder (OUD) or any -occurring Substance Use Disorder (SUD) or mental health condition.

used in this list, the words "fund" and "support" are used interchangeably and mean to *eate, expand, or sustain a program, service, or activity.*

1. **Collaborative strategic planning.** Support collaborative strategic planning to address opioid misuse, addiction, overdose, or related issues, including staff support, facilitation services, or any activity or combination of activities listed in Exhibit C to the MOA (collaborative strategic planning).
2. **Evidence-based addiction treatment.** Support evidence-based addiction treatment consistent with the American Society of Addiction Medicine's national practice guidelines for the treatment of opioid use disorder – including Medication-Assisted Treatment (MAT) with any medication approved for this purpose by the U.S. Food and Drug Administration – through Opioid Treatment Programs, qualified providers of Office-Based Opioid Treatment, Federally Qualified Health Centers, treatment offered in conjunction with justice system programs, or other community-based programs offering evidence-based addiction treatment. This may include capital expenditures for facilities that offer evidence-based treatment for OUD. (If only a portion of a facility offers such treatment, then only that portion qualifies for funding, on a pro rata basis.)
3. **Recovery support services.** Fund evidence-based recovery support services, including peer support specialists or care navigators based in local health departments, social service offices, detention facilities, community-based organizations, or other settings that support people in treatment or recovery, or people who use drugs, in accessing addiction treatment, recovery support, harm reduction services, primary healthcare, or other services or supports they need to improve their health or well-being.
4. **Recovery housing support.** Fund programs offering recovery housing support to people in treatment or recovery, or people who use drugs, such as assistance with rent, move-in deposits, or utilities; or fund recovery housing programs that provide housing to individuals receiving Medication-Assisted Treatment for opioid use disorder.
5. **Employment-related services.** Fund programs offering employment support services to people in treatment or recovery, or people who use drugs, such as job training, job skills, job placement, interview coaching, resume review, professional attire, relevant courses at community colleges or vocational schools, transportation services or transportation vouchers to facilitate any of these activities, or similar services or supports.
6. **Early intervention.** Fund programs, services, or training to encourage early identification and intervention for children or adolescents who may be struggling with problematic use of drugs or mental health conditions, including Youth Mental Health First Aid, peer-based programs, or similar approaches. Training programs may target parents, family members, caregivers, teachers, school staff, peers, neighbors, health or human services professionals, or others in contact with children or adolescents.
7. **Naloxone distribution.** Support programs or organizations that distribute naloxone to persons at risk of overdose or their social networks, such as Syringe Service Programs, post-overdose response teams, programs that provide naloxone to persons upon release from jail or prison, emergency medical service providers or hospital emergency departments that provide naloxone to persons at risk of overdose, or community-based organizations that provide services to people who use drugs. Programs or organizations involved in community distribution of naloxone may, in addition, provide naloxone to first responders.
8. **Post-overdose response team.** Support post-overdose response teams that connect persons who have experienced non-fatal drug overdoses to addiction treatment, recovery support, harm reduction services, primary healthcare, or other services or supports they need to improve their health or well-being.
9. **Syringe Service Program.** Support Syringe Service Programs operated by any governmental or nongovernmental organization authorized by section 90-113.27 of the North Carolina General Statutes that provide syringes, naloxone, or other harm reduction supplies; that dispose of used syringes; that connect clients to prevention, treatment, recovery support, behavioral healthcare, primary healthcare, or other services or supports they need; or that provide any of these services or supports.
10. **Criminal justice diversion programs.** Support pre-arrest or post-arrest diversion programs, or pre-trial service programs, that connect individuals involved or at risk of becoming involved in the criminal justice system to addiction treatment, recovery support, harm reduction services, primary healthcare, prevention, or other services or supports they need, or that provide any of these services or supports.
11. **Addiction treatment for incarcerated persons.** Support evidence-based addiction treatment, including Medication-Assisted Treatment with at least one FDA-approved opioid agonist, to persons who are incarcerated in jail or prison.
12. **Reentry Programs.** Support programs that connect incarcerated persons to addiction treatment, recovery support, harm reduction services, primary healthcare, or other services or supports they need upon release from jail or prison, or that provide any of these services or supports.

Strategy No. 1 was a request to authorize funding in the amount of $30,000 to develop a Peers Partnering for Excellence Committee (PPEC). This would be made up of local peer supports who would be able to provide valuable insight derived from their personal experiences. This would serve to aid in developing a strategic plan as well as serve as a recovery advisory board, in addition to offering recommendations to the Board of Health and the Board of Commissioners. This initiative positions Burke County as a pioneer in funding a peer support networking and professional development group statewide.

Strategy No. 2 was a request to authorize funding in the amount of $30,000 for qualitative data collection, culminating in a video project that amplifies the voices of individuals with lived experiences. The results will go into shaping the strategic plan while simultaneously serving as a demonstrable that recovery is achievable.

Strategy No. 3 was a request to authorize funding in the amount of $65,000 for consulting services to finalize the collaborative strategic plan and long-term spending plan. This will encompass the development of a comprehensive evaluation plan with outcome reporting, the results of which will then be presented with several intervention strategies for the Board's consideration at a future time.

Strategy No. 4 was a request to authorize funding in the amount of $1,500 for the acquisition of technology for the Overdose Fatality Review / Public Health and Safety Team. ARC GIS mapping is a software developed by ESRI that tracks and reports key indicators of the Opioid Epidemic.

Budgetary Effect: None. Opioid settlement funds in the amount of $126,500 will be utilized for Opioid Abatement interventions under Option A #1 Collaborative Strategic Planning priority of the NC MOA for the Use of Opioid Settlement funding. These interventions include developing a peer support specialist network, contracting with a consulting firm to develop a strategic plan for the allocation of Opioid Settlement funding, conducting a qualitative information gathering project, and supporting the Overdose Fatality Review / Public Health & Safety Team.

Chairman Brittain opened the floor for questions or comments. Commissioner Carswell inquired about the amount of money the County has received thus far from the two (2) settlement payments, as well as the total funding being requested for the outlined strategies. Ms. Varnadoe indicated that the request totals $126,500, with a total allocation of $310,000 received to date. While she didn't have the exact figure on hand, she estimated the total settlement amount received thus far to be around $3 million. Ms. Varnadoe mentioned that details regarding funding received, approved expenditures, deposit schedules, and other metrics are accessible on the opioid settlement dashboard, which is available at https://ncopioidsettlement.org/. Commissioner Carswell gave a brief report on the first North Carolina Association of County Commissioner's One More Thing Committee Meeting, whose primary focus is on empowering North Carolina counties to invest opioid settlement dollars for the greatest impact. He then relayed information on the next meeting date and topics slated for discussion. Commissioner Carswell commended Dr. Varnadoe for her work. There being nothing further, this item was moved without objection to the next meeting.

RESULT:	**MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON FEBRUARY 20, 2024, AT 6:00 P.M.**

REPORTS
Chairman Brittain asked Board members to submit their reports to the Clerk for inclusion in the regular agenda packet. He issued reminders for several upcoming meetings and events. He also encouraged citizens to spay or neuter pets and to adopt or foster a pet from Animal Services. Further, Chairman Brittain encouraged citizens to not litter, to pick up trash and to cover their loads during transit to the landfill or convenience centers. Lastly, he extended condolences to Spring Williams-Byrd, County Extension Director, for the death of her father.

OTHER DISCUSSION ITEMS – NONE

ACTION ITEMS – NONE

ADJOURN
Motion: To adjourn the meeting at 3:44 p.m.

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

Approved this 16th day of April 2024.

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

Attest:

Kay Honeycutt Draughn, CMC, NCMCC
Clerk to the Board